

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday November 12, 2012 7:00 P.M.
City Hall Building, 8083 Civic Drive Swartz Creek, Michigan 48473**

1. **CALL TO ORDER:**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE:**
3. **OATH OF OFFICE, AT-LARGE COUNCILMEMBER'S ELECT (City Clerk):**
4. **ROLL CALL:**
5. **COUNCIL ELECTIONS:**
 - 5A. Adopt Mayoral & Pro-Tem Election Process MOTION Pg. 7
 - 5B. Elect Mayor MOTION Pg. 7
 - 5C. Elect Mayor Pro-Tem MOTION Pg. 7
6. **MOTION TO APPROVE MINUTES:**
 - 6A. Regular Council Meeting of October 22, 2012 MOTION Pg. 8, 26-32
7. **APPROVE AGENDA**
 - 7A. Proposed / Amended Agenda MOTION Pg. 8
8. **REPORTS & COMMUNICATIONS:**
 - 8A. [City Manager's Report](#) (Agenda Item) MOTION Pg. 8, 2-6
 - 8B. Monthly [Police, DPW & Check Ledger](#) Pg. 33, 46, 52
 - 8C. 2011-2012 FY Audit Report (Agenda Item) CD
 - 8D. Boards & Commissions (Agenda Item) Pg. 56-58
 - 8E. CDBG Letters, Downtown Businesses (Agenda Item) Pg. 59-62
 - 8F. 2013 Fire Budget (Agenda Item) Pg. 63-81
 - 8G. Senior Center Request, Del Tax Distribution (Agenda Item) Pg. 82
 - 8H. MI-LCC Notice, SDM License, Meijer Pg. 83
 - 8I. Comcast Correspondence Pg. 84-85
 - 8J. Frontier Correspondence Pg. 86-87
 - 8K. Miller Bristol Signal Warrant Analysis CD
9. **MEETING OPENED TO THE PUBLIC:**
 - 9A. General Public Comments
10. **COUNCIL ORGANIZATIONAL ACTIVITIES:**
 - 10A. Designation of Depository, Investment Policy RESO. Pg. 9
 - 10B. General Council Operating Procedures RESO. Pg. 16
 - 10C. Extend Boards & Commissions Appointments RESO. Pg. 22
11. **COUNCIL BUSINESS:**
 - 11A. 2011-2012 FY Audit Report RESO. Pg. 23, CD
 - 11B. Three Year CDBG Project Application RESO. Pg. 23
 - 11C. Appropriation, 2013 FY Fire Budget RESO. Pg. 24, 63-81
 - 11D. Delinquent Distribution, Senior Millage RESO. Pg. 25, 82
 - 11E. Shared Services Committee DISC. Pg.
12. **MEETING OPENED TO THE PUBLIC:**
13. **REMARKS BY COUNCILMEMBERS:**
14. **ADJOURNMENT:**

**City of Swartz Creek
CITY MANAGER'S REPORT**

Regular Council Meeting of Monday November 12, 2012 7:00 P.M.

TO: Honorable Mayor, Mayor Pro-Tem & Council Members
FROM: PAUL BUECHE // City Manager
DATE: 9-November-2012

OLD / ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **NEW COUNCIL, MAYORAL ELECTION, ACTIVITIES** (*Resolutions*)

Welcome back to our returning incumbents and welcome to our new member, John Gilbert. We have a handful of organizational activities tonight, including Office Oath, Mayor and Pro-Tem Elections, the adoption of Organization Protocol and the adoption of our Investment and Cash Management Policies. I've also included a resolution to extend all Boards and Commission appointments until the next meeting to better manage tonight's time and also allow the Council the occasion to consider any changes.

✓ **MAJOR STREET FUND, TRAFFIC IMPROVEMENTS** (*See Individual Category*)

2011-2014 T.I.P. APPLICATION (*Status*)

Here is a schedule of City projects that are funded or in the queue (shaded).

2011-2014 TIP, PENDING PROJECTS FUNDED & QUEUED (shaded)

Project	Year	Grant	City Match	P.E.	C.E.	Total
Bristol Road @ GM-SPO	2013	\$54,912	\$13,728	\$8,000	\$16,000	\$92,640
Morrish Road Bridge Deck Over Creek	2013	\$584,000	\$132,000*	\$30,000	\$60,000	\$806,000
Miller Between Tallmadge & Dye	Unfunded	\$951,602	\$237,901	\$76,000	\$120,000	\$1,385,503
Miller Between Seymour & Elms	Unfunded	\$1,635,357	\$408,839	\$100,000	\$160,000	\$2,304,196
Totals:		\$3,225,871	\$792,468	\$214,000	\$356,000	\$4,588,339

*Includes Enhancements, Walk-Way & Lighting

Design on the Morrish Road Bridge is complete and has been submitted to MDOT for review. Incorporated into the design are the non-participating enhancements as well as the road closure for construction. The project is estimated to last for two months and will be timed while the school is on summer break (2013).

On a related matter, the five year TIP call for projects will be coming up shortly. Staff meetings with our engineer are suggesting that we put all of Miller Road between Seymour and Dye in, as well as the Bristol Road cuts in front of GM-SPO and the corresponding sections of Bristol. This should just about take care of our major streets for a little while. Any other suggestions please let me know.

✓ **COUNTY WWS ISSUES PENDING** (*See Individual Category*)

KAREGNONDI WATER AUTHORITY (*Status*)

The County Board of Commissioners has approved the sale of bonds to raise revenue to construct the intake for the new pipeline. As of date, we have no new information on what the end user cost will be. I'll keep the Council informed on developments.

❑ **SEWER I&I PENALTIES, REHABILITATION** (*Status*)

We approved Phase IV of the sewer rehabilitation project (Winshall Drive) at the meeting of July 25th, the cost being \$82,492.50 (work halted at around \$10k). The TV work revealed we have two breaches to the main that need to be excavated to repair. We approved light design engineering, survey and bid package preparation in the amount of \$6,847 at the meeting of February 27th. After extensive review of all options, we bid for excavation and repair with the low bidder being Joe Raica Excavating of Fowlerville Michigan in the amount of \$146,500. We held a pre-construction meeting with residents that are affected on October 10th with work beginning on October 15th. As of writing, the excavations have been completed with only some minor restoration work left. I've included a couple of photos on your CD. I'll forward the final cost reconciliation when we get it.

❑ **BEAR CREEK SANITARY SEWER AGREEMENT** (*Status*)

Design of the bridge has been accepted by MDOT and it appears they will not require the relocation of the sanitary sewer line. I'm going to give the project a bit more time before approaching the county on a solution for ownership of the line.

✓ **MARATHON REDEVELOPMENT PROJECT** (*Status*)

The Council selected the Biggby Project at the Special Meeting of February 20th. Here is the revised schedule:

RFP Issued	September 8, 2011
Pre-Bid Meeting	September 29, 2011 @ 4:00 p.m.
RFP Response Deadline	November 1, 2011 @ 4:00 p.m.
Presentations by Invitation:	February 2, 2012
Council Selection:	February 20, 2012
Purchase Agreement:	June, 2012
Planning Commission Site Plan:	October, 2012
Building & UST Demo"	October-November 2012
Final Site Plan Approval, Develop	
Agreement Approval:	November, 2012
Commence Construction:	T.B.D.

As discussed at the meeting of July 23rd, we are in Circuit Court for quiet title acquisition. Mr. Gildner advises that most of the lien holders have defaulted. He is negotiating a stipulation with the banks involved and is most confident that he can succeed. We entered into an agreement with HCP (Atkinson Construction) to demo the station, assuming the risk while waiting for a clear title. We also entered into an agreement with Marathon on the UST removal with work scheduled for the first week of December. Demolition on the building has been completed.

✓ **PERSONNEL & POLICIES & PROCEDURES** (*Status*)

Pending.

✓ **CITY PROPERTY, 4438 MORRISH ROAD** (*Status*)

We'll look at a disposition for the house at 4438 Morrish in the spring.

✓ **LABOR CONTRACTS, SHARED SERVICES, BUILDING DEPARTMENT** (*Discussion*)

The POLC, AFSCME, Supervisor, Assessor, Zoning Administrator and Part-Time Police Officers have been settled. The remaining loose ends are the building inspector's employment agreement, which in part is addressed in the Shared Services Study and the City Manager contract. I've set this for a brief discussion tonight to bring the full Council up to date on the shared services ad-hoc committee.

- ✓ **FIRE DEPARTMENT: BUDGET, CONTRACT & COST RECOVERY** (*Resolution*)
 The Township has approved the 2013 Budget, minus the reference to the apparatus purchase (line item #4981 - \$388,750) and associated loose equipment (line item #4982 - \$100,000). They have also folded in the cost of the FEMA Grant match portion, being a total of \$13,750. The base operating budget (minus the above capital purchase) is \$262,640. Our one half commitment is \$131,320. I guess I don't see the logic in removing the apparatus, but not the match, given the relationship of the two. At any rate, I've crafted the resolution to include our one half base operating and half of the FEMA match; $\$131,320 + \$6,875 = \underline{\$138,195}$
- ✓ **SPRINGBROOK EAST & HERITAGE ASSOCIATION S.A.D.** (*Status*)
 All that remains is to accept the streets into our Act #51 Street System. This process is a bit lengthy insofar as legal steps required assuring a proper transfer. Mr. Figura has prepared the paperwork on this end. There are several steps the Associations need to complete before we can begin our process. As soon as we get past this busy spurt, I'll fire up the Associations to start the process.
- ✓ **SIGN ORDINANCE** (*Status*)
 We used the shared services ad-hoc committee to chat about this issue. The only problem with it is the amortization of non-conforming signs, being December 31, 2012. It was agreed upon that this is a very aggressive requirement and should be eliminated. Non-conforming signs may be better dealt with by trying to individually manage them through deterioration, new building and renovation permits, etc. The ordinance is in to Mr. Gildner to review and amend before being brought back to the Council. I hope to have it for a reading in December.
- ✓ **SCHOOL PERFORMING ARTS CENTER** (*Status*)
 Construction and associated "dry weather dust" continues to progress.
- ✓ **MEIJER SITE PLAN & ADDENDUM** (*Status*)
 The Council approved an amended site plan allowing for the construction of a gross square foot store of 192,214 along with related changes to parking, traffic circulation, lighting, landscaping, and signage, all of which have been deemed by the City's staff as minor and within the general concept of the original site plan approval. On paid-in capital, Meijer funded improvements capped at \$1,500,000. To date, they have paid \$1,095,000. They owe the City \$52,873, which when invoiced and paid, will put their contribution, to date, for the Morrish project at \$1,147,873. This leaves \$352,127 left to fund traffic signals and other related improvements. MDOT has given final approval for the traffic signal and Mr. LaMourie has begun final design and shop drawings. The state delays have placed us under a time constraint as there's about a four month stack delay in ordering steel. On the other side, construction on the site is in high gear. I've included a few on-site photos with tonight's disk.
- ✓ **FIVE-YEAR PARKS & RECREATION PLAN, ELMS PARK PROJECT** (*Status*)
 Awaiting a draft, expected sometime in November.
- ✓ **TRAFFIC SIGNALS, BRISTOL & MILLER** (*Status*)
 Included on tonight's CD is the findings of the traffic signal analysis for the two traffic lights at Miller & Bristol (in front of GM-SPO). Spend some time reviewing the report and I'll set it up for discussion in a meeting or two.

- ✓ **CLASS “C”, “SDM” LIQUOR LICENSES, NEW** (*Status*)
Referred to the Planning Commission.
- ✓ **I-69 MORRISH ROAD BRIDGE REPAIR, FLOOD RELIEF GRANT** (*Status*)
Pending design and bid.
- ✓ **TRI-COUNTY LEASE AGREEMENT** (*Status*)
As we discussed at the July 23rd Meeting, we have lease agreements with Tri-County Wireless, an internet provider, for the location of a transceiver on top of the water tower at Miller & Seymour. The lease is scheduled to expire this month and Tri-county requests to renew it. They are paid up in good standing. I’m proceeding with a contract renewal based on our disinterest in WI-FI service. I should have something back within the next meeting or two for approval.
- ✓ **CITY WEB SITE, RELATED SERVICES** (*Status*)
We’re working on a final draft and should have it operational in early December.
- ✓ **CDBG FUNDING CYCLE APPLICATION** (*Resolution*)
We held a public needs hearing at the meeting of October 22nd. Based on public comments and Council discussion, we established a list of potential projects, as follows:
 1. Continue public street lighting and streetscape on Miller Road from Holland Street westward.
 2. Downtown streetscapes, entry way signage.
 3. Local street improvements and repairs.
 4. Right of way tree plantings.
 5. Concealment and/or relocation of overhead wires.
 6. 15% maximum to Senior Center operating.
 7. Repair and/or replacement of Winshall Park playground equipment, obstacle course equipment.
 8. Rehabilitation and repair of Elms Park Restrooms.
 9. Construction of a second restroom in Elms Park.
 10. Replacement of Christmas decorations and Christmas lighting, downtown and civic area.
 11. Tree replacement, Bicentennial Park, Miller & Morrish Roads.
 12. Parking lot repairs and lighting, north City lot, downtown.
 13. Continue decorative lighting, Fortino Drive.

I recommend we adopt the continued downtown lighting and streetscape project as our application focus. Over the next 18 months or so, we can look for additional funds to be used with the CDBG money. If after this time frame it appears that we’ll be unsuccessful in finding additional funding, we can always select another project on the list that qualifies and is closer to the \$39k we have. I have a resolution to this effect included with tonight’s program.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

- ✓ **2011-2012 FY AUDIT REPORT** (*Resolution*)
Included on your CD is the final audit report. The folder includes two files, one the typical financial data and the other the SAS requirements, adjustments, notes, staff

response, etc. Pam Hill is on maternity leave, but Crystal Simpson and Tad Harburn will be present tonight to present the findings.

✓ **DELINQUENT TAX DISTRIBUTION, SENIOR MILLAGE** (*Resolution*)

Included with tonight's agenda is a letter from the Senior Center asking the City to distribute funds we are holding that were collected as delinquent recoveries associated with the Senior Millage we used to levy. Every now and then we get bits of money from this levy that no longer have any home on our books. It's easier to get an occasional resolution authorizing the distribution than is to budget a revenue and expense.

Council Questions, Inquiries, Requests and Comments

- *Deteriorated Retaining Walls & Planters at City Buildings.* The wall along the north side of the building has been repaired. We are looking at options on some of the other repairs around the site.
- *Additional Lighting, Miller – Fairchild Intersection.* We are back trying to get a review by Consumers Energy.
- *Bus, Gil-Roy Plaza.* We probably have no authority on this one, but we'll try and get the owner to search for another solution.
- *Flood Damage, Apple Creek Apartments.* Looking into the City's authority.
- *Deteriorated Grain Elevator Building, Morrish at CNA Crossing.* Pending.

<p>City of Swartz Creek RESOLUTIONS Regular Council Meeting, Monday November 12, 2012 7:00 P.M.</p>
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Motion No. 121112-5A

ELECTION PROCESS OF MAYOR & MAYOR PRO-TEM

Motion by Councilmember: **ABRAMS**

I Move the Swartz Creek City Council adopt the following selection procedure for the Offices of Mayor and Mayor Pro-Tem:

1. The City Clerk will accept verbal nominations for all candidates of the respective post. Support for the nominee is not required.
2. A roll call vote of each Councilmember will be conducted by the Clerk. Councilmembers will name a single choice for the respective post.
3. Four votes shall be required of a nominee to be selected as Mayor and Mayor Pro-Tem.
4. If four votes are not cast for a candidate, the process will be repeated.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 121112-5B

NOMINATIONS & ELECT MAYOR

- | | | |
|---------------|-----------|-------|
| Councilmember | Shumaker: | _____ |
| Councilmember | Porath : | _____ |
| Councilmember | Krueger: | _____ |
| Councilmember | Hurt: | _____ |
| Councilmember | Hicks: | _____ |
| Councilmember | Gilbert: | _____ |
| Councilmember | Abrams: | _____ |

Elected (*Minimum 4 Votes Needed*): _____

Motion No. 121112-5C

NOMINATIONS & ELECT MAYOR PRO-TEM

- | | | |
|---------------|-----------|-------|
| Councilmember | Shumaker: | _____ |
| Councilmember | Porath : | _____ |
| Councilmember | Krueger: | _____ |
| Councilmember | Hurt: | _____ |
| Councilmember | Hicks: | _____ |
| Councilmember | Gilbert: | _____ |
| Councilmember | Abrams: | _____ |

Elected (*Minimum 4 Votes Needed*): _____

Resolution No. 121112-6A

MINUTES – OCTOBER 22, 2012

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held October 22, 2012 to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 121112-7A

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 November 12, 2012, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 121112-8A

CITY MANAGER’S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the City Manager’s Report of November 12, 2012, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**COUNCIL ORGANIZATIONAL ACTIVITIES:
DESIGNATION OF DEPOSITORY & INVESTMENT
POLICY**

Motion by Councilmember: _____

I Move the Swartz Creek City Council adopt the Investment Policy and Designation of Depository for City Funds, as follows:

**CITY OF SWARTZ CREEK
INVESTMENT & CASH MANAGEMENT POLICY
November 12, 2012**

I. POLICY

It is the policy of the City of Swartz Creek to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City of Swartz Creek and conforming to all State statutes and local ordinances governing the investment of public funds.

II. SCOPE

Swartz Creek and any new fund created by the local unit, unless specifically exempted by the City Council. These assets are accounted for in the City of Swartz Creek's annual financial report.

III. INVESTMENT OBJECTIVES

The following investment objectives, in priority order, will be applied in the management of the City of Swartz Creek's funds.

Safety

The primary objective of the City of Swartz Creek's investment activities is the preservation of capital in the overall portfolio and the protection of investment principal.

The authorized investment staff will employ mechanisms to control risks and diversify investments regarding specific security types or individual financial institutions.

Liquidity

The investment portfolio will remain sufficiently liquid to enable the City of Swartz Creek to meet operating requirements, which might be reasonably anticipated.

Return on Investment

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, commensurate

with the investment risk constraints and the cash flow characteristics of the portfolio. Return on investments shall be of secondary importance compared to the safety and liquidity objectives above.

IV. PRUDENCE

In managing its investment portfolio, City of Swartz Creek officials shall avoid any transaction that might impair public confidence. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The above standard is established as the standard for professional responsibility and shall be applied in the context of managing the overall portfolio. Investment officers of the City of Swartz Creek, acting in accordance with State statute, this Investment policy, written procedures as may be established, and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that deviations from expectations are reported in a timely fashion, and appropriate action is taken to control adverse developments.

V. DELEGATION OF AUTHORITY

Authority to manage the City of Swartz Creek's investment program is derived from State statutes.

Responsibility for the investment program is hereby delegated to the City Manager, or his designated representative hereinafter referred to as investment officer, who shall establish written procedures for the operation of the investment program consistent with this investment policy. The Investment Officer shall be responsible for all transactions undertaken, and shall establish a system of controls to regulate the activities of subordinate officials.

VI. ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair--or create the appearance of an impairment on--their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Manager any material financial interests in financial institutions that conduct business with the unit, and they shall further disclose any large personal financial investment positions that could be related to the performance of the City of Swartz Creek's portfolio. Employees and officers shall subordinate their personal investment transactions to those of the City of Swartz Creek, particularly with regard to the time of purchases and sales.

VII. SAFEKEEPING AND CUSTODY

1. Authorized Financial Dealers and Institutions - The Investment Officer will maintain a list of financial institutions. In addition, a list will also be maintained of approved security broker/dealers selected by credit-worthiness, who maintain an office in the State of Michigan or who are "primary" dealers or regional dealers that qualify under Securities and Exchange Commission rule 15C3-1 (uniform net capital rule.) No public deposit shall be made except in a qualified public depository as established by State law.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Investment Officer with the following: audited financial statements for the most recent fiscal year; certification of having read and agreeing to abide by the City of Swartz Creek's investment policy and the pertinent State statutes; proof of National Association of Security Dealers certification; and proof of State registration, where applicable.

An annual review of the financial condition and registration of qualified bidders will be conducted by the Finance Director. Information indicating a loss or prospective loss of capital on existing investments must be shared with the City Manager of the City of Swartz Creek immediately upon notification.

2. Internal Controls - The Investment Officer shall establish a system of internal controls, documented in writing, which is designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefit likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

All securities purchased by the City of Swartz Creek under this section shall be properly designated as an asset of the City and held in safekeeping by a third party custodial bank or other third party custodial institution, chartered by the United States government or the State of Michigan, and no withdrawal of such securities, in whole or in part, shall be made from safekeeping except by the Investment Officer as authorized herein, or by respective designees.

Internal controls will also encompass at a minimum the additional issues:

separation of functions including transaction authority from accounting and record-keeping, delegation of authority to subordinate staff members written confirmation of telephone transactions, specific guidelines regarding securities losses and remedial action, documentation of decisions made at the committee level and avoidance of physical delivery securities. Further all confirming written transactions shall be signed by the Investment Officer or Finance Director.

3. Delivery vs. Payment – all trades will be executed by delivery vs. payment to ensure that securities are deposited in an eligible financial institution prior to

release of funds. Securities will be held by a third-party custodian as evidenced by safekeeping receipts.

The City of Swartz Creek will execute third party custodial agreement(s) with its bank(s) and depository institution(s). Such agreements will include letters of authority from the City of Swartz Creek, details as to responsibilities of each party, notification of security purchases, sales, delivery, repurchase agreements and wire transfers, safekeeping and transactions costs, procedures in case of wire failure or other unforeseen mishaps including liability of each party.

VIII. AUTHORIZED AND SUITABLE INVESTMENTS

1. The City of Swartz Creek is empowered by State statute (1988 Public Act 239, M.C.L. 129.91) to invest in the following types of securities:

- a. Bond, securities, and other obligations of the United States, or an agency or instrumentality of the United States including securities issued or guaranteed by the Government National Mortgage Association;
- b. Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank which is a member of the federal deposit insurance corporation or a savings and loan which is a member of the federal savings and loan insurance corporation or a credit union which is insured by the national credit union administration, but only if the bank, savings and loan or credit union is eligible to be a depository of surplus funds belonging to the state under section 5 or 6 of Act No. 105 of the Public Acts of 1855, as amended;
- c. In United States government of federal agency obligation repurchase agreements.
- d. In banker's acceptances of United States banks;
- e. Mutual funds registered under the investment company act of 1940, title I of chapter 686, 54 Stat. 789, 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64, with the authority to purchase only investment vehicles that are legal for direct investment by the City. This authorization is limited to securities whose intention is to maintain a net asset value of \$1.00 per share.
- f. Investment pools through an interlocal agreement under the urban cooperation act of 1967, 1967 (Excess) PA 7, MCL 124.501 to 124.512. All of the pools are limited to investments described in Sections a-f.
- g. Investment pools organized under the surplus funds investment pool act, 1982 PA 367, 129.111 to 129.118. All of the pools are limited to investments described in Sections a-f.

2. The Investment Officer is restricted to investments which meet the statutory restrictions above and limitations on security issues and issuers as detailed below:

- a. Repurchase agreements shall be negotiated only with dealers or financial institutions with whom the City has negotiated a Master Repurchase Agreement or with the City of Swartz Creek's primary bank. Repurchase Agreements must be signed with the bank or dealer and must continue provisions similar to those outlined in the Public Security Association's model Master Repurchase Agreement.
- b. Certificates of Deposit shall be purchased only from financial institutions, which qualify under Michigan law and are consistent with Opinion No. 6168, Opinions of the Attorney General (1982).
- c. To the extent possible, the investing officer will attempt to match investments with anticipated cash flow requirements. Specific City Council approval is necessary for investments exceeding eighteen months. Unless matched to a specific cash flow requirement, the City of Swartz Creek will not directly invest in securities maturing more than 10 years from the date of purchase. No more than 25 percent of the City of Swartz Creek's total investment portfolio shall be placed in securities maturing in more than 10 years. No more than 50 percent of investment vehicles maturing in any given month shall be of non-liquid nature (non-negotiable CD's, commercial paper, etc.)
- d. No more than 50 percent of any one fund's surplus operating cash may be invested in commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and which matures not more than 270 days after the date of purchase; Commercial Paper held in the portfolio which subsequently receives a reduced rating shall be closely monitored and sold immediately if the principal invested may otherwise be jeopardized.
- e. Investments will be diversified by security type and institutions. With the exception of U.S. treasury securities and authorized investment pools (as a long term investment program), no more than 50 percent of the total investment portfolio will be invested in a single security type or with a single financial institution. With the exception of using affiliates of the major Banking Institute and upon receipt of written confirmation that funds are fully insured when held by the affiliates.

Excluding the Property Tax Bank Account, with 100 percent of funds being deposited with the City of Swartz Creek's major Banking Institute with monies in the checking and Municipal Governmental Cash Investment Fund to be liquid and transferable to the respective taxing agencies on a biweekly basis during the tax collection period.

Excluding amounts pooled in the Commercial Sweep Account and held for less than 91 days which will remain liquid and transferable to meet financial obligations associated with daily operations.

IX. CASH MANAGEMENT

The City of Swartz Creek's Policy regarding cash management is based upon the realization that there is a time-value to money. Temporarily idle cash may be invested for a period of one day to an excess of one year depending upon when the money is needed. Accordingly, the Finance Director shall prepare a written cash management procedure which shall include, but not be limited to, the following:

Cash Forecast: At least annually, a cash forecast shall be prepared using expected revenue sources and items of expenditure to project cash requirements over the fiscal year. The forecast shall be updated from time to time to identify the probable investment balances that will be available.

Pooled Cash: Except for cash in certain restricted and special accounts, the investment officer may pool cash of various funds to maximize investment earnings. Investment income shall be allocated to the various funds based upon their respective participation.

X. INVESTMENT PERFORMANCE AND REPORTING

All investment transactions shall be recorded in the various funds of the City of Swartz Creek in accordance with Generally Accepted Accounting Principles as declared by the Government Accounting Standards Board.

The Investment Officer shall submit a semi-annual investment report to the City Manager that provides the principal and type of investment, annualized yield, earnings for the period, market price and a summary report of cash and investments maintained in each financial institution.

Performance of the portfolio shall be reported periodically and submitted to the City Manager. Reports shall include details of the characteristics of the portfolio as well as its performance for that period. Reports shall be submitted at a minimum on an annual basis. Material deviations from projected investment strategies shall be reported immediately to the city manager.

XI. INVESTMENT POLICY ADOPTION

The City of Swartz Creek investment policy shall be adopted by resolution of the City of Swartz Creek legislative authority. Modifications made at any time or when necessitated by State statutory revision must be approved by the legislative authority of the City of Swartz Creek. Investments conforming to the investment policy guidelines prior to any amendatory act are hereby validated.

XII. DESIGNATION OF DEPOSITORY

The Swartz Creek City Council designates the following banking-financial institutions and their affiliates as depositories for City funds:

- Bank of America
- Bank of Holland (Michigan)
- Bank of Northern Michigan
- Blissfield State Bank
- Byron Center State Bank, Michigan
- Chelsea State Bank
- Chemical Bank
- Citizens Bank
- Comerica Bank
- Dart Bank
- Fifth Third Bank
- Federated Investors
- Financial Plus Federal Credit Union
- Flagstar Bank – Troy
- Founders Bank & Trust
- H & R Block Financial Services
- Hillsdale County National Bank
- JP Morgan Chase
- MBIA “Class” Client Services
- Mercantile Bank
- Merrill Lynch
- Multi-Bank Securities
- PNC Bank
- Sagelink Credit Union
- Smith Barney Citigroup
- Sterling Bank & Trust Co.
- Tri-County Bank
- West Michigan National Bank & Trust
- Wolverine Bank

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**COUNCIL ORGANIZATIONAL ACTIVITIES:
GENERAL OPERATING PROCEDURES**

Motion by Councilmember: _____

I Move the Swartz Creek City Council adopt the Designation of Publication and the General Council Operating Procedures, as follows:

DESIGNATION OF PLACE OF PUBLICATION

The Swartz Creek City Council designates The Flint Journal and the Swartz Creek View as newspapers of general circulation for publication of legal notices for the City of Swartz Creek. Additionally, the City designates the City website at www.cityofswartzcreek.org as electronic posting locations for City Publications.

GENERAL COUNCIL OPERATING PROCEDURES

MEETING OPENED TO THE PUBLIC

All Council meetings except otherwise allowed by law shall be open to the public and shall be subject to the provisions of Act 267 of the Public Acts of the State of Michigan of 1976, as amended.

REGULAR MEETINGS

The Council shall hold regular meetings at least two times per month. A twelve-month schedule of meetings preceding each fiscal year shall be adopted by the Council, on or before the last meeting in June.

SPECIAL MEETINGS

- A. Special meetings may be called by the City Clerk on the written request of the Mayor, City Manager, or any two (2) Councilmembers, by providing each Councilmember and the City Manager with eighteen (18) hours written notice served personally or left at his usual place of residence, or as applicable by The Open Meetings Act or other such statute.
- B. The written notice shall include the date, hour, meeting place, and the purpose for which the Special Meeting was called, and shall include related material where possible.
- C. Any special meeting at which all members of the Council are present or have waived notice thereof in writing shall be a legal meeting for all purposes.
- D. Business transacted at any special meeting shall be limited to subjects recited in the notice of such meetings.

QUORUM OF COUNCIL

Four members of the Council shall be a quorum for the transaction of business at all Council meetings. In the absence of a quorum, any number of members less than a quorum may adjourn any regular or special meeting to a later date or may compel the attendance of absent members (ref City Charter, Chapter 5, Section 5.5(c))

A majority of the full Council, or a $\frac{2}{3}$ "super" majority, where required, shall be necessary for the passage of any question before it (i.e. four (4) votes being a majority, or five (5) votes being a "super" majority where required. Ref City Charter Chapter 5, Section 5.12(c)).

MAINTAINING ORDER

Councilmembers shall preserve order and shall do nothing to interrupt or delay the proceedings of Council.

COUNCILMEMBER'S RIGHT TO SPEAK

- A. Right to Speak - The Mayor, or in his/her absence, the Mayor Pro-Tem, will have the responsibility to recognize a Councilmember's right to speak before the body.
- B. Discussion - A Councilmember may discuss any one subject in its order on the agenda for a maximum of five (5) minutes. After all Councilmembers who wish to speak have exercised their right to speak on the subject, a Councilmember may be heard a second time for a maximum of five (5) minutes. With the consent of a majority of Council, a Councilmember may be permitted to speak for a longer period of time.
- C. Privilege of Closing Discussion - The Councilmember moving the adoption of an Ordinance or Resolution shall have the privilege of closing the discussion after all Members wishing to speak on the subject have had the opportunity.
- D. The City Manager may speak on any subject before Council. He may answer questions about the administration of the municipality or he may ask another administrative officer to answer for him. All questions about internal operation of the municipal corporation shall be directed to the City Manager.
- E. Right to Appeal - Councilmember shall have the right to appeal from a decision of the Chair. A majority of Council will determine the matter.

RIGHT TO SPEAK UNINTERRUPTED

A Member duly recognized shall be allowed to speak on the topic under discussion for the prescribed time and may be interrupted if a point of order is raised. If the Councilmember is judged to be out of order, he must change his remarks or surrender his right to continue speaking.

ORDER OF BUSINESS

The order of business at regular council meetings is as follows. Deviation is permissible when special circumstances warrant so.

1. Call to Order:
2. Invocation and Pledge of Allegiance to the Flag:
3. Roll Call:
4. Approve Minutes, Previous Meeting:
5. Approve Agenda:
6. Reports & Communications To Council:
7. Meeting Opened to the Public:

8. Business:
9. Meeting Opened to the Public:
10. Remarks by Councilmembers:
11. Adjournment:

Note: Each Report on the Agenda, where necessary, will have an abstract after the title.

PREPARATION OF AGENDA

- A. The Agenda will be prepared by the City Manager with the assistance of the City Clerk.
- B. Material for the Agenda will be submitted to the City Clerk by Wednesday prior to the regular meeting.
- C. The finished Agenda for a regularly scheduled meeting, with associated material, shall be delivered to each Councilmember no less than forty-eight (48) hours prior to the meeting.

MOTIONS & RESOLUTIONS

- A. All Motions and Resolutions, whenever possible, shall be pre-written and in the positive, meaning yes is approved and no is defeated. All motions shall require support. The Mayor will assign, by rotation, the reading of motions & resolutions. A Councilmember whom reads/moves for a motion may oppose, argue against or vote no on the motion.

B. To Adjourn

A Motion to adjourn is out of order under the following conditions:

1. When a vote is being taken.
2. If a person is speaking.
3. If the previous questions are ordered.
4. If repeated without the intervention of additional business.
5. Prior to midnight if all items on the agenda have not been completed.

An unqualified motion to adjourn shall not be debatable.

C. To Lay Question on the Table

A motion to lay on the table is not debatable and precludes amendments or debate on the subject under consideration. A motion to lay on the table cannot be reconsidered. A motion to take a subject from the table is not debatable.

D. Motion Calling for Previous Question

This motion is not debatable. When the previous question is called for there shall be no further amendments or debate and pending amendments shall be taken in their order before the main questions. A $\frac{2}{3}$ vote is required.

E. To Postpone To Another Time

This motion is debatable and may be amended as to time. All debate must be confined to its merit only and cannot go into the main question except for debate of the immediately pending question.

F. To Refer to Committee or Individual

This is debatable.

G. Amendments

1. Ordinance

An Ordinance may be amended when not in the hands of a City Board or Commission. If any section of an ordinance is amended after reading, the amended section will be read again.

2. Amendments

An amendment may be amended, but further amendments are out of order. Any amendment must be germane to original motion.

H. Motion to be Stated by the Chair.

When a motion is made and seconded, it shall be stated by the Chair before debate. All main motions shall be in written form if requested by a Member of the Council.

I. Withdrawal of Motion

1. A motion may be withdrawn by the person making the motion with the consent of the person seconding the motion if debate has not begun.

2. A motion may be withdrawn after debate with consent of the majority of Council.

PUBLIC ADDRESS OF COUNCIL

The public shall be allowed to address the Council under the following conditions:

1. Each person who wishes to address the Council will be first recognized by the Mayor and requested to state his / her name and address.
2. Individuals shall be allowed five (5) minutes to address the Council, unless special permission is otherwise requested and granted by the Mayor.
3. There shall be no questioning of speakers by the audience; however, the Council, upon recognition of the Mayor, may question the speaker.
4. No one shall be allowed to address the Council more than once unless special permission is requested, and granted by the Mayor.
5. One spokesperson for a group attending together will be allowed five (5) minutes to address the Council unless special permission has been requested, and granted by the Mayor.
6. Those addressing the Council shall refrain from being repetitive of information already presented.
7. All comments and / or questions shall be directed to and through the Mayor.
8. Public Hearings. The Mayor may invoke the circulation and posting of the following rules for public hearings when, at his / her discretion, time or attendance numbers warrant its use:

PUBLIC HEARINGS

Public Hearings are held for the purpose of allowing community input on a specific piece of City legislation being considered for adoption by the City Council and/or Planning Commission. Citizen's comments will be considered by the Council/Commission in their deliberations following the closure of the public hearing. Procedure shall be as per the following:

1. Public remarks shall be limited to 5 minutes. An extra minute may be allowed by the chair for that person to conclude their statement.
2. No person may delegate his or her time or the balance of his or her time to another individual.
3. Remarks shall be restricted to the topic of the hearing.
4. No person may speak again until all others wishing to speak have had their turn.
5. Remarks must be directed to the Council/Commission and not to the public body.
6. Speakers need not to be a resident of the City of Swartz Creek.
7. Questions asked of the Council/Commission are not usually answered at this time, as it is the public's occasion to speak. However, the chair may rule that either a member of the Council/Commission or a member of City Staff may make a response, following the query.
8. Decorum shall be maintained.
9. Crude, lewd and/or profane speech is not permitted. Removal of an individual using this type of language shall be immediate.

MAYOR

The Council, at its first regular meeting following a regular city election, shall elect one of its member's mayor for a term of two (2) years. The mayor shall preside at meetings of the Council, shall be the chief executive officer of the City insofar as required by law, and for all ceremonial purposes and shall have a vote on all matters, but no administrative duties or veto power. The Mayor shall sign ordinances, deeds, bonds, contracts and other such instruments as may require authentication under the provision of law and when authorized by the Council to do so. The Mayor shall perform only such duties as shall be specifically conferred or required by law.

MAYOR PRO-TEM

The Council shall choose one of its members Mayor Pro-Tem who shall act in the temporary absence or disability of the Mayor.

The Mayor Pro-Tem shall succeed to the office of Mayor in the case of a vacancy in the office of Mayor. The senior member of the Council from the standpoint of continuous service shall then act as Mayor Pro-Tem. As between persons of equal seniority, the person who received the highest number of votes at the time of his last election shall sit.

COMMITTEES

- A. The Mayor, with the advice and consent of Council, may appoint temporary committees whose membership may include persons not on Council.
- B. Committees will be appointed to study specific matters and a time limit shall be placed on the length of the study. The committee will make a report to the Council

at the predetermined time. All committee reports upon which action is expected shall be in written form and copies shall be available to each member of Council.

VOTING RECORD OF COUNCIL

A vote upon all proposed ordinances and resolutions shall be taken by "YES" and "NO" vote and the vote of each Councilmember entered upon the journal, except that where the vote is unanimous it shall be necessary only to so state.

VOTING REQUIREMENTS

A Councilmember shall not vote on any question in which the Councilmember shall have a direct personal financial interest, other than as a citizen of the community, but on all other questions the Councilmember shall vote, unless excused there from by a vote of at least six (6) of the members of Council.

MEETING MINUTES

A record shall be kept of all meetings and the actions taken at these meetings. The names of members present and those absent shall be part of the minutes. There shall be a journal of proceedings of all Council meetings, signed by the Mayor and City Clerk and to which the Public shall have access at all reasonable times.

SERGEANT-AT-ARMS

The Chief of Police shall act as Sergeant-at-Arms at Council meetings if so requested to by the Council or City Manager.

AMENDMENTS TO RULE OF COUNCIL

The rules of Council may be amended by a two-thirds vote of the entire membership of Council. Amending action will become final at the meeting following introduction of the amendment if voted on favorably.

TRAVEL & REIMBURSEMENT POLICY

A. General Provisions

1. A representative of the City is expected to use good judgment regarding the nature and extent of expenses incurred while traveling. Expenses for members of one's family or guests, who may accompany, are not reimbursable.
2. The provisions of this policy shall apply for travel expenditures of all individuals traveling on behalf of the City.
3. Approved travel for all City Employees shall be at the discretion of the City Manager; provided, funds in the appropriate budget category are available for such purpose. Travel expenses shall be subject to the City's Purchasing Ordinance.
4. Travel of Councilmembers and Members of City Boards or Committees may be approved by the City Manager; provided, funds in the appropriate budget category are available and budgeted for such purpose. Travel expenses shall be subject to the City's Purchasing Ordinance.
5. Travel of the City Manager shall be approved by the City Council.

6. One engaged in travel for benefit of City has a responsibility to keep accurate, substantiated cost records and to submit requests for reimbursement promptly upon return.

B. Expenses Approved for Reimbursement

The following expenses are authorized for reimbursement when an expense report has been submitted which itemizes the actual and necessary expenses related to the travel:

1. Use of personal car shall be reimbursed at the current rate of mileage for the miles driven; except in the instance of the City Manager whose car allowance shall be the remuneration for use of personal vehicle.
2. Use of City car - Expenses incurred such as gas, oil, and repairs.
3. Lodging - Hotel accommodations shall be reimbursed when receipts for all lodging costs are secured. If family members or guests accompany, the reimbursable lodging cost shall be that of a single room.
4. Meals - Reasonable expenses for meals will be reimbursed at actual cost. Receipts for meals are not required, but should be secured when available. Alcoholic beverages are specifically excluded from reimbursable expenses.
5. Local Transportation - Local transportation costs, such as taxi fare (including tips) shall be reimbursed. Parking expense for a personal or City car shall also be included.
6. Registration Fee - Fees for registration at any meeting or convention attended are allowed for reimbursement. A receipt for the registration fee is required.
7. Gratuities - Reasonable expenses for tips are reimbursable and should be reported by day.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 121112-10C BOARDS & COMMISSIONS, EXTEND APPOINTMENTS

Motion by Councilmember: _____

WHEREAS, the City maintains a variety of Boards & Commissions as part of its governmental functions and services; and

WHEREAS, the City's Charter, Ordinances and State Statutes defines the authority of all such boards and commissions, including the term of service, conditions and appointments; and

WHEREAS, many of the appointments are concurrent with the election of the City's Mayor and/or biennial Council at-large or district seats; and

WHEREAS, many of the appointed Board & Commission positions will expire with the seating and oath of office of a new Mayor and Council, as is the case of the meeting of November 12, 2012, subsequent to the elections of November 6, 2012; and

WHEREAS, the Council finds that appointments immediately following the seating of a newly elect Council and Mayor may need review and consideration, and in the best interest of the City, its residents and elector's, desires a postponement of all such appointments until the Council's next regular Council Meeting.

NOW, THEREFORE, I Move the City Council postpone the appointments of all expiring positions for the various Boards & Commissions, until the regular Council Meeting of November 26, 2012, and further, appoint and continue all such terms for an additional two weeks, the terms expiring on November 26, 2012 at 11:59 PM.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 121112-11A 2011-2012 FY AUDIT

Motion by Councilmember: _____

I Move the City of Swartz Creek accept the 2011-2012 Fiscal Audit Report prepared by Plante-Moran, a copy of which is attached hereto, and further, direct such to be published, distributed, circulated and placed on file in a manner prescribed by law.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 121112-11B THREE YEAR C.D.B.G. ALLOCATION

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek is an eligible sub-grant recipient of Housing and Urban Development's Community Development Block Grant Program; and

WHEREAS, the City elects to participate in the three-year funding allocation for 2013 through 2015, total allocation estimated to be \$46,000; and

WHEREAS, pursuant to application requirements, the City published a notice and held a public needs hearing at the regular Council Meeting of October 22, 2012, and after hearing requests from the public and City Council Members, established the following list of potential projects:

1. Continue public street lighting and streetscape on Miller Road from Holland Street westward.
2. Downtown streetscapes, entry way signage.
3. Local street improvements and repairs.
4. Right of way tree plantings.
5. Concealment and/or relocation of overhead wires.
6. 15% maximum to Senior Center operating.
7. Repair and/or replacement of Winshall Park playground equipment, obstacle course equipment.
8. Rehabilitation and repair of Elms Park Restrooms.
9. Construction of a second restroom in Elms Park.
10. Replacement of Christmas decorations and Christmas lighting, downtown and civic area.
11. Tree replacement, Bicentennial Park, Miller & Morrish Roads.
12. Parking lot repairs and lighting, north City lot, downtown.
13. Continue decorative lighting, Fortino Drive.

NOW, THEREFORE, I Move the City of Swartz Creek approve the three year Community Development Block Grant Distribution, estimated amount to be \$46,000, and authorize these funds to be allocated as follows: 15% to the Swartz Creek Senior Citizens Operations, approximate amount of \$6,900, and the remaining 85% to the _____ project, estimated amount being \$39,100, and further, direct the staff to file an application for award with the Genesee County Metropolitan Planning Commission on behalf of the City.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 121112-11C APPROPRIATION, 2013 FIRE BUDGET

Motion by Councilmember: _____

I Move the City of Swartz Creek approve the 2013 Fiscal Year Swartz Creek Area Fire Department Budget, a copy of which is attached hereto, gross maximum total not to exceed \$262,640 operating plus \$13,750 FEMA grant match cost, and further, appropriate an amount not to exceed \$138,195 from the City General Fund, to be paid consummate of the agreement between the City of Swartz Creek and the Township of Clayton, payment being the City's obligation of one-half of the proposed total budget of \$262,640 operating plus \$13,750 FEMA grant match.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 121112-11D SENIOR MILLAGE DELINQUENT TAX DISTRIBUTION

Motion by Councilmember: _____

I Move the City of Swartz Creek approve the distribution of \$18.17 to the Swartz Creek Senior Center, funds being collected pursuant to the City’s Senior Citizens Levy which was terminated in 2006 (*circa*) and collected as delinquent.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

City of Swartz Creek
Regular Council Meeting Minutes
Of the Meeting Held
Monday October 22, 2012 7:00 P.M.

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE COUNCIL MEETING
DATE 10/22/2012

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: Abrams, Binder, Hicks, Hurt, Krueger, Porath, Shumaker.

Councilmembers Absent: None.

Staff Present: City Manager Paul Bueche, City Clerk Juanita Aguilar, DPS Director Tom Svrcek.

Others Present: Tommy Butler, Boots Abrams, Bob Plumb, John Gilbert, Steve Shumaker, Chance Karn, Janet Hodge, Jim Florence, Bud Grimes.

APPROVAL OF MINUTES

Resolution No. 121022-01

(Carried)

Motion by Councilmember Porath
Second by Councilmember Shumaker

I Move the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting, held October 8, 2012, to be circulated and placed on file.

YES: Binder, Hicks, Hurt, Krueger, Porath, Shumaker, Abrams.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 121022-02

(Carried)

Motion by Mayor Pro-Tem Krueger
Second by Councilmember Hurt

I Move the Swartz Creek City Council approve the Agenda, as printed, for the Regular Council Meeting of October 22, 2012, to be circulated and placed on file.

YES: Hicks, Hurt, Krueger, Porath, Shumaker, Abrams, Binder.
NO: None. Motion Declared Carried.

REPORTS AND COMMUNICATIONS:

City Manager's Report

Resolution No. 121022-03

(Carried)

Motion by Councilmember Shumaker
Second by Mayor Pro-Tem Krueger

I Move the Swartz Creek City Council approve the City Manager's Report of October 22, 2012, to be circulated and placed on file.

Discussion Took Place.

YES: Hurt, Krueger, Porath, Shumaker, Abrams, Binder, Hicks.
NO: None. Motion Declared Carried.

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

MEETING OPENED TO THE PUBLIC:

None.

COUNCIL BUSINESS:

CDBG Public Needs Hearing

(Public Hearing)

City Manager Bueche explained that this is a three year funding cycle. Mr. Bueche stated that in the past, possibly around 2001, all of the funding was used for the wall at Miller and Morrish, refurbishing the parking lot there and Phase I of the enhanced lighting, sidewalk and trees downtown. The next three year round was used to go another distance on Phase II of the same project. The following round, the Elms Road enhancement was done. In the 2009 enhancement, the lights on Fortino Drive were relocated. Mr. Bueche stated that the project in the packet is to refurbish the bathrooms at Elms Park.

DPS Director Tom Svrcek discussed the option of continuing the Fortino Drive lighting project. Mr. Svrcek also suggested continuing down Fortino and Hayes Street, but there are issues with unlevel concrete.

Theresa O'Brien, from Lovegroves, expressed concern that lights were placed on Fortino Drive, she feels they should have been placed on Miller Road. Ms. O'Brien stated that she feels one road should be finished before starting another. Ms. O'Brien stated that downtown looks unfinished. Ms. O'Brien suggested that new grant money coming in should be spent on Miller Road.

Chance Karn, 9369 Woodside Trail, with Boy Scout Troop 122, spoke about doing his Eagle Scout project at Winshall Park. Mr. Karn spoke about how the obstacle course at the park is in disrepair. Mr. Karn asked that the Council consider using some of the grant money towards wood and cement to refinish the obstacle course. Mayor Abrams asked for written documentation for Mr. Karn's plans to be submitted to City Manager Bueche.

Suzette, from the Going Postal store, expressed concern about the Gass Becker Insurance building. Suzette spoke about the bad condition of the building. Suzette asked if the City had any say in how the buildings are kept up and maintained. City Manager Bueche advised that the City does have some say with Code Enforcement. Suzette spoke about the west end of town near her store not getting Christmas lights on the light poles at Christmas time.

Janet Hodge, 4167 Silver Maple, expressed concern about the sidewalks outside some of the stores in town.

Jim Florence, 4296 Springbrook, spoke on behalf of the Senior Center. Mr. Florence asked the Council to consider giving the Senior Center the usual 15% of the CDBG grant money.

Steve Shumaker, 7446 Country Meadow, asked the Council to consider the Elms Road bathroom project for the grant money since it is highly used in the City. Mr. Shumaker stated that since the facilities are rented out, they should be in the best condition. Mr. Shumaker suggested that businesses in town repair the sidewalks themselves as the residents do.

City Manager Bueche clarified the list of possible priorities for the CDBG grant money:

1. Continue public street lighting and streetscape on Miller Road from Holland Street Westward.
2. Downtown streetscapes, entry way signage
3. Local street improvements and repairs
4. Right of way tree planting
5. Concealment and/or relocation of overhead wires
6. 15% maximum to Senior Center operating
7. Repair and/or replacement of Winshall Park playground equipment, obstacle course equipment
8. Rehabilitation and repair of Elms Park restrooms
9. Construction of a second restroom in Elms Park
10. Replacement of Christmas decorations and Christmas lighting, downtown and civic area
11. Tree replacement, Bicentennial Park, Miller & Morrish Roads
12. Parking lot repairs and lighting, north City lot, downtown
13. Continue decorative lighting, Fortino Drive

Each item will be checked for eligibility for the CDBG grant money.

City Manager Bueche stated that a list will be available to the public as soon as the Minutes of the meeting are completed.

DPS Director Svrcek made more suggestions for the grant money: the parking lot behind Hank & Don's including the sidewalk, steps and lighting.

The public hearing was declared closed.

Remarks by Councilmembers:

Councilmember Shumaker stated that he felt, based on the letters in the packet from the downtown business people, that they may not have gotten the answers they wanted and asked that they receive something in writing from the administration. City Manager Bueche stated that he would draft a letter this week explaining the projects that were discussed. Mr. Shumaker expressed concern that any renovations done to the Elms Park bathrooms would be vandalized.

Mayor Pro-Tem Krueger spoke about different things the grant money was allowed to be used for including; economic development, firefighting equipment, and public safety. Mr. Krueger suggested using grant money when new police cars are purchased, for changing over equipment from the old cars to the new cars. Mr. Bueche stated that would not qualify but the money could be used for education related to drugs, conflict resolution training and such but it could not replace operational costs.

Councilmember Binder asked if signage would qualify for the grant money. Mr. Svrcek advised that new signs for the municipal offices and Veteran’s Memorial had been installed the previous Friday.

Councilmember Porath asked if the allocated money was for one year or for three years. He was advised that it was for three years. Mr. Porath stated that he would like to see downtown completed. Mr. Porath asked for an estimate on what it would cost to finish the lighting downtown. Mr. Porath suggested that lighting could be installed behind the fire department by the Pajtas Theater.

Councilmember Shumaker spoke about the underground wiring on Miller Road.

Annual Utility Bond Obligations

Resolution No. 121022-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Binder

WHEREAS, the City of Swartz Creek has a need to pay to the County of Genesee, the sum of \$57,017.04 to meet the bond and principal requirements on all bond obligations for water and sewer facilities in calendar 2013; and

WHEREAS, the City of Swartz Creek has such an obligation for the retirement of the Western Trunk Sewer Extension Bond through approximately 2026, and

WHEREAS, there are several means by which the funds can be secured to meet this payment; and

WHEREAS, all various means of securing these funds have been reviewed and considered;

NOW, THEREFORE, BE IT RESOLVED by the City of Swartz Creek that the monies to meet the principal and interest requirements and all bond obligations for water and sewer facilities will be secured from the following funds:

SOURCE OF FUNDS

Funds Already Available	<u>\$57,017.04</u>
Sewer Fund Total	\$57,017.04
Grand Total	\$57,017.04

YES: Krueger, Porath, Shumaker, Abrams, Binder, Hicks, Hurt.
NO: None. Motion Declared Carried.

Police Release & Refund Agreement

Resolution No. 121022-05

(Carried)

Motion by Councilmember Binder
Second by Councilmember Hurt

I Move the City of Swartz Creek approve the refund of impoundment fees in the amount of \$306 in accordance with a release drafted by the City Attorney Mr. Gildner, a copy attached hereto, and further, authorize the Mayor and City Clerk to execute the release on behalf of the City.

Discussion Took Place.

YES: Porath, Shumaker, Abrams, Binder, Hicks, Hurt, Krueger.
NO: None. Motion Declared Carried.

Appropriation, Design, Bid & Construction Engineering: Morrish & I-69 Flood Damage Overpass Repair

Resolution No. 121022-06

(Carried)

Motion by Councilmember Porath
Second by Councilmember Hicks

I Move the City of Swartz Creek appropriate an amount not to exceed \$5,000 for design, bid and construction engineering fees, to the City's Engineer, Rowe Professional Services Inc., to prepare a design and bid package for the repair of flood damage on Morrish Road at the I-69 overpass, and further, bring the bid results back to the Council for review and decision.

Discussion Took Place.

YES: Shumaker, Abrams, Binder, Hicks, Hurt, Krueger, Porath.
NO: None. Motion Declared Carried.

Street Usage Permit, Fire Department Christmas Parade

Resolution No. 121022-07

(Carried)

Motion by Councilmember Porath
Second by Councilmember Binder

I Move the City of Swartz Creek accept the Chief of Police's recommendation and approve the Swartz Creek Area Fire Department's Street Usage Application to hold an annual Christmas Parade on Saturday, December 1, 2012 from 6:00 PM to 7:00 PM, route, stipulations and conditions as set forth in the application packet, a copy of which is attached hereto, under the direction and control of the office of the Chief of Police

Discussion Ensued.

YES: Abrams, Binder, Hicks, Hurt, Krueger, Porath, Shumaker.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

John Gilbert, 7459 Miller Road, spoke about a Veteran's Day ceremony at the Veteran's Memorial on November 11 at 11am. The American Legion will be conducting the ceremony. Mr. Gilbert stated that there was no light in the light pole across from the post office. Mr. Gilbert spoke about Carol Arvoy's headstone at the cemetery sitting askew on its base.

Boots Abrams, 5352 Greenleaf, spoke about this being the last night this particular council to be sitting. Mrs. Abrams wished to thank the council and Councilmember Binder for her work on the council.

Suzette from Going Postal, asked if the City has plans to connect the corridor from Meijer to downtown. Suzette suggested having a theme for downtown.

Jim Florence, 4296 Springbrook Drive, spoke about the presentation by Clay Dyer on Friday, Saturday and Sunday. Mr. Florence stated that the Senior Center would be having a pancake breakfast on November 10.

REMARKS BY COUNCILMEMBERS:

Councilmember Hurt stated that he is sorry to see Councilmember Binder go as she has done so much for the City.

Councilmember Binder stated that she will continue working on the Veteran's Memorial.

Councilmember Hicks spoke about a problem that occurred by the school and asked if more lighting could be put in that area. Mr. Bueche stated that he is aware of the problem and has been in communication with Consumer's Energy to look at that area again.

Councilmember Shumaker thanked Ms. Binder for her service to the Council and the Veteran's Memorial.

Councilmember Porath stated that he hates to see Ms. Binder go. Mr. Porath asked if Senator Gleason was contacted about helping with the Morrish Road overpass problem. Mr. Porath spoke about the Morrish Road corridor.

Mayor Pro-Tem Krueger also thanked Ms. Binder. Mr. Krueger thanked Mayor Abrams for his years of service as Mayor.

Mayor Abrams agreed with the other Councilmembers in reference to Councilmember Binder.

Adjournment

Resolution No. 121022-08

(Carried)

Motion by Mayor Pro-Tem Krueger
Second by Councilmember Binder

I Move the City of Swartz Creek adjourn the Regular Session of the City Council meeting at 8:12 p.m.

YES: Unanimous Voice Vote.
NO: None. Motion Declared Carried.

Richard Abrams, Mayor

Juanita Aguilar, City Clerk

**SWARTZ CREEK POLICE DEPARTMENT
MOTOR POOL RENTAL HOURS
OCTOBER 2012**

	<u>101-301-941</u>	<u>101-302-941</u>	<u>101-303-941</u>	<u>101-304-941</u>
#05-168	23	0	0	0
#05-649	51	0	0	0
#07-375	34	0	0	0
#12-144	155	12	0	
#09-401	0	0	115	0
#09-226	92	6	0	8
#10-161	364	3	0	0
TOTAL	719	21	115	8

SWARTZ CREEK POLICE DEPT

Total Account Hours Summary Report

From: 10/01/2012 to 10/31/2012

Department Account	Description	Regular Hours	Other Hours	Regular Hours YTD	Other Hours YTD
ADMINISTRATIVE					
101 301 702.001	SUPERVISOR	238.500	2.000	2,264.000	47.000
101 301 702.002	CLERICAL	133.000	0.000	1,325.500	4.000
PROTECTION					
101 301 702.003	UNIFORMED	596.250	14.000	5,963.750	319.000
101 301 702.004	NON-UNIFORMED	1.000	2.000	39.250	2.000
101 301 702.005	TRAFFIC ENFORCEMENT	244.000	0.000	2,136.500	84.500
COMPLAINTS					
101 301 702.006	INVESTIGATIONS	138.250	6.500	1,211.750	13.250
101 301 702.007	COURT	6.250	2.000	56.250	18.000
TRAINING					
101 301 702.008	TRAINING	4.000	4.000	129.000	12.000
VACATION					
101 301 702.010	VACATION	77.000	0.000	615.500	0.000
HOLIDAY					
101 301 702.011	HOLIDAY	0.000	0.000	396.000	0.000
ABSENT					
101 301 702.012	ABSENT	0.000	0.000	242.250	0.000
FUNERAL LEAVE					
101 301 702.013	FUNERAL LEAVE	0.000	0.000	12.000	0.000
TRACK ADMINISTRATIVE					
101 302 702.001	SUPERVISOR	39.500	0.000	330.500	4.000
101 302 702.002	CLERICAL	20.000	0.000	193.000	0.000
TRACK PROTECTION					
101 302 702.003	UNIFORMED	16.000	0.000	223.000	15.250
101 302 702.004	NON-UNIFORMED	0.000	0.000	3.500	5.500

Department Account	Description	Regular Hours	Other Hours	Regular Hours YTD	Other Hours YTD
TRACK COMPLAINTS					
101 302 702.006	INVESTIGATIONS	0.000	0.000	1.000	0.000
TRACK TRAINING					
101 302 702.008	TRAINING	4.000	0.000	4.000	0.000
SCHOOL ADM					
101 303 702.001	SUPERVISOR	0.000	0.000	0.000	6.000
SCHOOL PROTECTION					
101 303 702.003	UNIFORMED	155.000	10.500	1,133.750	92.250
101 303 702.004	NON-UNIFORMED	0.000	0.000	8.000	0.000
SCHOOL TRAINING					
101 303 702.008	TRAINING	0.000	3.000	8.000	3.000
LEAVE TIME					
101 303 702.012	PERSONAL LEAVE	16.000	0.000	16.000	0.000
ADMINISTRATION					
101 303 702.013	FUNERAL LEAVE	16.000	0.000	24.000	0.000
PROTECTION					
101 304 702.003	UNIFORMED	4.750	0.000	37.250	1.750
TRAINING					
101 304 702.008	TRAINING	22.000	0.000	174.000	0.000
OTHER					
101 304 702.009	SPECIAL EVENTS	0.000	0.000	4.000	0.000
PROTECTION					
265 333 702.004	NON-UNIFORMED	144.000	0.000	1,592.000	36.000
COMPLAINTS					
265 333 702.006	INVESTIGATIONS	0.000	31.000	8.000	390.500
265 333 702.007	COURT	0.000	4.000	0.000	21.000
TRAINING					
265 333 702.008	TRAINING	0.000	0.000	8.000	0.000

Department Account	Description	Regular Hours	Other Hours	Regular Hours YTD	Other Hours YTD
NON-PRODUCTIVE					
265 333 702.010	VACATION	24.000	0.000	64.000	0.000
265 333 702.011	HOLIDAY	0.000	0.000	64.000	0.000
265 333 702.012	ABSENT	16.000	0.000	24.000	0.000
	TOTAL ALL HOURS	1,915.500	79.000	18,311.750	1,075.000

SWARTZ CREEK POLICE DEPT

Total Function Count
Month Ending: 10/31/2012

Account	Description	MTD Functions	YTD Functions
101 301 001.000	TRAFFIC VIOLATIONS	0	4
101 301 002.000	PARKING VIOLATIONS	2	53
101 301 003.000	VERBAL WARNINGS	94	796
101 301 004.000	WRITTEN WARNINGS	17	172
101 301 005.000	FELONY ARRESTS	6	37
101 301 006.000	MISDEMEANOR ARRESTS	27	286
101 301 007.000	CALLS RECEIVED	247	2674
101 301 008.000	TRAFF INJ ACCIDENTS	0	7
101 301 009.000	PROP DAMAG ACCIDENTS	7	77
101 301 010.000	SERVICE REQUESTS	12	22
101 301 011.000	MEETINGS	1	13
101 301 012.000	CONFERENCES	0	0
101 301 013.000	INITIATED CALLS	747	5758
101 301 014.000	DESK ASSIGNMENTS	110	1128
101 301 015.000	BUSINESS CHECKS	1285	17144
101 301 016.000	VACATION CHECKS	164	2812
101 301 017.000	SUSP PERS CHECKED	37	270
TOTAL FUNCTIONS		2756	31253
101 302 002.000	PARKING VIOLATIONS	0	0
101 302 003.000	VERBAL WARNINGS	0	1
101 302 004.000	WRITTEN WARNINGS	0	1
101 302 005.000	FELONY ARRESTS	0	0
101 302 006.000	MISDEMEANOR ARRESTS	0	0
101 302 007.000	CALLS RECEIVED	7	95
101 302 010.000	SERVICE REQUESTS	0	2
101 302 011.000	MEETINGS	0	1
101 302 012.000	CONFERENCES	0	2
101 302 013.000	INITIATED CALL	0	16
101 302 014.000	DESK ASSIGNMENTS	0	0
101 302 015.000	BUSINESS CHECKS	10	114
101 302 016.000	VACATION CHECKS	0	3
101 302 017.000	SUSP PERS CHECKED	0	0
TOTAL FUNCTIONS		17	235
101 303 002.000	PARKING VIOLATIONS	0	0
101 303 003.000	VERBAL WARNINGS	0	1
101 303 004.000	WRITTEN WARNINGS	2	2
101 303 005.000	FELONY ARRESTS	2	4
101 303 006.000	MISDEMEANOR ARRESTS	5	23
101 303 007.000	CALLS RECEIVED	4	51
101 303 010.000	SERVICE REQUESTS	0	0
101 303 011.000	MEETINGS	33	222
101 303 012.000	CONFERENCES	0	3

Account	Description	MTD Functions	YTD Functions
101 303 013.000	INITIATED CALL	77	761
101 303 014.000	DESK ASSIGNMENTS	0	5
101 303 015.000	BUSINESS CHECKS	0	35
101 303 016.000	VACATION CHECKS	0	0
101 303 017.000	SUS PERS CHECKED	0	0
TOTAL FUNCTIONS		123	1107
101 304 001.000	TRAFFIC VIOLATIONS	0	0
101 304 001.003	DESK ASSIGNMENTS	0	0
101 304 002.000	PARKING VIOLATIONS	0	0
101 304 003.000	VERBAL WARNINGS	0	0
101 304 004.000	WRITTEN WARNINGS	0	0
101 304 005.000	FELONY ARRESTS	0	8
101 304 006.000	MISDEMEANOR ARRESTS	0	4
101 304 007.000	CALLS RECEIVED	6	37
101 304 010.000	SERVICE REQUESTS	0	0
101 304 011.000	MEETINGS	0	0
101 304 012.000	CONFERENCES	0	0
101 304 013.000	INITIATED CALL	4	35
101 304 014.000	DESK ASSIGNMENTS	0	0
101 304 015.000	BUSINESS CHECKS	0	0
101 304 016.000	VACATION CHECKS	0	0
101 304 017.000	SUS PERS CHECKED	0	0
101 304 018.000	BUILDING SEARCHES	0	3
101 304 019.000	VEHICLE SEARCHES	8	43
101 304 020.000	NARCOTIC SEARCHES	2	7
101 304 021.000	CURRENCY SEIZED	0	0
101 304 022.000	FORFEITURES	0	0
101 304 023.000	POSITIVE TRACKS	1	13
101 304 024.000	NEGATIVE TRACKS	1	5
101 304 025.000	AGENCY ASSISTS	5	24
101 304 026.000	DEMONSTRATIONS	0	0
101 304 027.000	AREA SEARCHES	0	1
TOTAL FUNCTIONS		27	180
TOTAL ALL FUNCTIONS		2923	32775

Uniform Crime Report

Report Criteria:

Start File Class	End File Class	Print Zeros?
0100-0	9900-9	Yes

Class	Description	OCT 2011	OCT 2012	YR TO DAT
0100-0	Sovereignty	0	0	0
0200-0	Military	0	0	0
0300-0	Immigration	0	0	0
0900-1	Murder/Non-negligent Manslaughter (Voluntary)	0	0	0
0900-2	Negligent Homicide/Manslaughter (Involuntary)	0	0	0
0900-3	Negligent Homicide - Vehicle/Boat/Snowmobile/ORV	0	0	0
0900-4	Justifiable Homicide	0	0	0
1000-1	Kidnapping/Abduction	0	0	0
1000-2	Parental Kidnapping	0	0	0
1100-1	Sexual Penetration Penis/Vagina - CSC 1st Degree	0	0	1
1100-2	Sexual Penetration Penis/Vagina - CSC 3rd Degree	0	0	0
1100-3	Sexual Penetration Oral/Anal - CSC 1st Degree	0	0	0
1100-4	Sexual Penetration Oral/Anal - CSC 3rd Degree	0	0	0
1100-5	Sexual Penetration Object - CSC 1st Degree	0	0	0
1100-6	Sexual Penetration Object - CSC 3rd Degree	0	0	0
1100-7	Sexual Contact Forcible - CSC 2nd Degree	1	0	1
1100-8	Sexual Contact Forcible - CSC 4th Degree	0	0	0
1200-0	Robbery	0	0	2
1300-1	Non-Aggravated Assault	4	5	42
1300-2	Aggravated/Felonious Assault	0	0	3
1300-3	Intimidation/Stalking	3	0	3
1400-0	Abortion	0	0	0
2000-0	Arson	0	0	0
2100-0	Extortion	0	0	0
2200-1	Burglary - Forced Entry	0	3	20
2200-2	Burglary - Entry Without Force (Intent to Commit)	0	1	4
2200-3	Burglary - Entry Without Authority With or Without Force (No Intent)	0	0	3
2200-4	Possession of Burglary Tools	0	0	0
2300-1	Larceny - Pocketpicking	0	0	0
2300-2	Larceny - Purse Snatching	0	0	1
2300-3	Larceny - Theft from Building	1	1	7
2300-4	Larceny - Theft from Coin-Operated Machine/Device	0	0	0
2300-5	Larceny - Theft from Motor Vehicle	1	0	19
2300-6	Larceny - Theft of Motor Vehicle Parts/Accessories	0	0	11
2300-7	Larceny - Other	5	2	24
2400-1	Motor Vehicle Theft	0	2	4
2400-2	Motor Vehicle as Stolen Property	0	0	0
2400-3	Motor Vehicle Fraud	0	0	0
2500-0	Forgery/Counterfeiting	0	0	1
2600-1	Fraud - False Pretense/Swindle/Confidence Game	1	1	9
2600-2	Fraud - Credit Card/Automatic Teller Machine	0	1	6
2600-3	Fraud - Impersonation	0	0	4
2600-4	Fraud - Welfare Fraud	0	1	1
2600-5	Fraud - Wire Fraud	0	0	2
2600-6	Fraud - Bad Checks	0	2	2
2700-0	Embezzlement	0	0	1
2800-0	Stolen Property	0	1	2

Uniform Crime Report

Report Criteria:

Start File Class	End File Class	Print Zeros?
0100-0	9900-9	Yes

Class	Description	OCT 2011	OCT 2012	YR TO DAT
2900-0	Damage to Property	3	1	53
3000-1	Retail Fraud - Misrepresentation	0	0	0
3000-2	Retail Fraud - Theft	0	1	1
3000-3	Retail Fraud - Refund/Exchange	0	0	0
3500-1	Violation of Controlled Substance - Act	0	1	13
3500-2	Narcotic Equipment Violations	0	0	1
3600-1	Sexual Penetration Non-forcible - Blood/Affinity (CSC 1st/3rd Degr	0	0	0
3600-2	Sexual Penetration Non-forcible - Other (CSC 1st and 3rd Degree)	0	0	0
3600-3	Peeping Tom	0	0	0
3600-4	Sex Offense - Other	1	0	1
3700-0	Obscenity	0	0	0
3800-1	Family - Abuse/Neglect Nonviolent	0	0	0
3800-2	Family - Non-Support	0	0	0
3800-3	Family - Other	0	0	1
3900-1	Gambling - Betting/Wagering	0	0	0
3900-2	Gambling - Operating/Promoting/Assisting	0	0	0
3900-3	Gambling - Equipment Violations	0	0	0
3900-4	Gambling - Sports Tampering	0	0	0
4000-1	Commercialized Sex - Prostitution	0	0	0
4000-2	Commercialized Sex- Assisting/Promoting Prostitution	0	0	0
4100-1	Liquor License - Establishment	0	0	0
4100-2	Liquor Violations - Other	1	1	4
4200-0	Drunkenness - Except OUIL	0	0	0
4800-0	Obstructing Police	1	2	12
4900-0	Escape/Flight	0	0	0
5000-0	Obstructing Justice	1	7	43
5100-0	Bribery	0	0	1
5200-1	Weapons Offense - Concealed	0	0	2
5200-2	Weapons Offense - Explosives	0	0	0
5200-3	Weapons Offense - Other	0	0	4
5300-1	Disorderly Conduct	0	1	2
5300-2	Public Peace - Other	0	2	10
5400-1	Hit & Run Motor Vehicle Accident	3	1	24
5400-2	Operating Under the Influence of Liquor or Drugs (OUIL or OUID)	0	1	7
5400-3	Driving Law Violations	3	7	71
5500-0	Health and Safety	2	4	12
5600-0	Civil Rights	0	0	0
5700-1	Trespass	0	0	4
5700-2	Invasion of Privacy - Other	0	0	0
5800-0	Smuggling	0	0	0
5900-0	Election Laws	0	0	0
6000-0	Antitrust	0	0	0
6100-0	Tax/Revenue	0	0	0
6200-0	Conservation	0	0	0
6300-0	Vagrancy	0	0	0
7000-0	Juvenile Runaway	0	1	2
7300-0	Miscellaneous Criminal Offense	0	0	0

Uniform Crime Report

Report Criteria:

Start File Class	End File Class	Print Zeros?			
0100-0	9900-9	Yes			
Class	Description	OCT 2011	OCT 2012	YR TO DAT	
7500-0	Solicitation (All Crimes Except Prostitution)	0	0	0	
7700-0	Conspiracy	0	0	0	
8900-1	SERVICE OF COMMISSION PAPERS	0	0	0	
8900-2	UNAUTHORIZED TRANSPORTATION	0	0	0	
8900-3	VIOLATION OF RULES/REGISTRATION	0	0	0	
8900-4	WARRANTS	0	0	0	
8900-5	MOTOR CARRIER SAFETY RULES	0	0	0	
8900-6	INSPECTIONS OF HOMES TO BE MOVED	0	0	0	
8900-7	MIGRANT AGRICULTURE WORKERS TRANSP	0	0	0	
8900-9	ALL OTHER MOTOR CARRIER VIOLATIONS	0	0	0	
9100-1	DELINQUENT MINOR	0	0	0	
9100-2	RUNAWAYS	0	0	0	
9200-1	DIVORCE AND SUPPORT	0	0	0	
9200-2	INCAPACITATION	0	0	0	
9200-3	WALK-AWAY - MENTAL INSTITUTIONS ETC	0	0	1	
9200-4	ORDER FOR PICKUP AND EXAMINATION	1	0	2	
9200-5	CIVIL INFRACTION - ALCOHOL POSSES.	0	0	0	
9300-1	Property Damage Accident/Personal Injury	17	5	61	
9300-2	NON-TRAFFIC PDA	2	3	35	
9300-3	TRAFFIC VIOLATIONS/CIVIL INFRACTION	0	0	0	
9300-4	TOWED VEHICLE	1	1	7	
9300-5	TRAFFIC HAZARD/ABANDONED VEHICLE	0	0	0	
9300-6	TRAFFIC POLICING	0	0	0	
9400-1	FALSE ALARM ACTIVATION	0	0	0	
9400-2	VALID ALARM ACTIVATION	0	0	0	
9400-3	REST AREA/ROADSIDE PARK VIOLATIONS	0	0	0	
9500-1	ACCIDENTAL FIRE	0	0	0	
9500-2	ACCIDENTAL EXPLOSION	0	0	0	
9500-4	OPEN BURNING	0	0	0	
9500-6	FIRE-HAZARDOUS CONDITIONS	0	0	0	
9700-0	ACCIDENTAL SHOOTING	0	0	0	
9700-5	ACCIDENTAL DEATH-WATER	0	0	0	
9700-6	ACCIDENT - ALL OTHER	0	0	0	
9800-2	RECOVERED PROPERTY	0	0	0	
9800-3	PROPERTY INSPECTION	0	0	0	
9800-4	OTHER INSPECTIONS/WEAPONS	3	6	60	
9800-5	ALARMS	0	0	0	
9800-6	CIVIL	3	3	13	
9800-7	SUSPICIOUS SITUATION	5	1	18	
9800-8	LOST AND FOUND PROPERTY	2	1	21	
9800-9	OVERDOSE	0	0	2	
9900-1	SUICIDE	0	1	9	
9900-2	DOA - NATURAL	2	0	2	
9900-3	MISSING PERSON	1	0	0	
9900-7	SAFEKEEPING	0	0	0	
9900-8	DEPARTMENTAL ASSIST	2	1	12	
9900-9	GENERAL - NON CRIMINAL	2	5	39	

Uniform Crime Report

Report Criteria:

Start File Class	End File Class	Print Zeros?
0100-0	9900-9	Yes

Class	Description	OCT 2011	OCT 2012	YR TO DAT
Totals:		72	77	723

Ticket Ledger Report

Report Criteria:

Ticket Type	Officer	Start Date	End Date
Traffic	All	10/01/2012	10/31/2012

Number	Name	Date	Location	Description	Officer	Fine
T-1212312-A		10/01/12	MORRISH NEAR I-69	IMPROPER OR NO HORN		
T-1212312-B		10/01/12	MORRISH NEAR I-69	TAIL LIGHTS (DEFECTIVE, IMPRO		
T-1212312-C		10/01/12	MORRISH NEAR I-69	EXCEEDED POSTED SPEED LIMIT		
T-1220842		10/01/12	MILLER AT ELMS	NO PROOF INSURANCE/POSSESS		
T-1220843		10/01/12	MILLER NEAR ELMS	AVOIDED TRAFFIC CONTROL DEV		
T-1221293-A		10/02/12	MILLER NEAR BRISTOL	FAIL TO CHANGE ADDRESS		
T-1221293-B		10/02/12	MILLER NEAR BRISTOL	REFLECTORS/CLEARANCE MARK		
T-1221292-A		10/02/12	MILLER NEAR BRISTOL	SUSP/REVOKED/NEVER APPL.		
T-1221292-B		10/02/12	MILLER NEAR BRISTOL	NO PROOF INSURANCE/POSSESS		
T-1221292-C		10/02/12	MILLER NEAR BRISTOL	NOISY MUFFLER AND/OR EXCESS		
T-1220844		10/02/12	I-69 NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1220845		10/02/12	I-69 NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1220846		10/02/12	I-69 NEAR MILLER	HEADLIGHTS		
T-1220847		10/02/12	I-69 NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1221294-A		10/02/12	SPEEDWAY	SUSP/REVOKED/NEVER APPL.		
T-1221294-B		10/02/12	SPEEDWAY	POSSESSION OF PRESCRIPTION		
T-1220788		10/03/12	MORRISH NEAR APPLE CREEK	HEADLIGHTS		
T-1220808-A		10/03/12	I-69 NEAR MORRISH	NO PROOF INSURANCE/POSSESS		
T-1220808-B		10/03/12	I-69 NEAR MORRISH	FAIL TO SIGN REGISTRATION/NO		
T-1221365		10/04/12	MORRISH NEAR I-69	EXCEEDED POSTED SPEED LIMIT		
T-1220848		10/05/12	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220849		10/06/12	I-69 NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1220850		10/06/12	I-69 NEAR MILLER	NO PROOF INSURANCE/POSSESS		
T-1220851		10/06/12	BRISTOL NEAR CANTERBURY	EXCEEDED POSTED SPEED LIMIT		
T-1220852		10/06/12	BRISTOL NEAR CANTERBURY	EXCEEDED POSTED SPEED LIMIT		
T-1220853		10/06/12	BRISTOL NEAR CANTERBURY	EXCEEDED POSTED SPEED LIMIT		
T-1220854-A		10/06/12	BRISTOL NEAR HERITAGE	EXCEEDED POSTED SPEED LIMIT		
T-1220854-B		10/06/12	BRISTOL NEAR HERITAGE	NO PROOF INSURANCE/POSSESS		
T-1220855		10/06/12	BRISTOL NEAR HERITAGE	EXCEEDED POSTED SPEED LIMIT		
T-1220856		10/07/12	MILLER NEAR I-69	EXCEEDED POSTED SPEED LIMIT		
T-1220857-A		10/07/12	MILLER NEAR SEYMOUR	HEADLIGHTS		
T-1220857-B		10/07/12	MILLER NEAR SEYMOUR	NO PROOF INSURANCE/POSSESS		
T-1220858-A		10/07/12	I-69 AT MORRISH	SUSP/REVOKED/NEVER APPL.		
T-1220858-B		10/07/12	I-69 AT MORRISH	NO PROOF INSURANCE/POSSESS		
T-1221296		10/07/12	I-69 NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1220809		10/08/12	I-69 NEAR SEYMOUR	EXCEEDED POSTED SPEED LIMIT		
T-1220789		10/08/12	BRISTOL NEAR HERITAGE	EXCEEDED POSTED SPEED LIMIT		
T-1221246		10/08/12	PARKING LOT - DRAGON ONE	CARELESS DRIVING		
T-1220790		10/08/12	INGALLS AT SCHOOL	NO TAIL/BRAKE LIGHTS		
T-1220791		10/09/12	MILLER AT MORRISH	DISREGARDED TRAFFIC SIGNAL/A		
T-1220792-A		10/09/12	MILLER NEAR MAYA	EXCEEDED POSTED SPEED LIMIT		
T-1220792-B		10/09/12	MILLER NEAR MAYA	SEAT BELT 4-16 YR. OLD		
T-1220792-C		10/09/12	MILLER NEAR MAYA	NO PROOF INSURANCE/POSSESS		
T-1220859		10/10/12		EXCEEDED POSTED SPEED LIMIT		
T-1220860-A		10/10/12	I-69 NEAR SEYMOUR	NO PROOF INSURANCE/POSSESS		
T-1220860-B		10/10/12	I-69 NEAR SEYMOUR	HEADLIGHTS		

Tickets so far: 46

Charges so far: 46

Fines Subtotal:

0.00

Ticket Ledger Report

Report Criteria:

Ticket Type	Officer	Start Date	End Date
Traffic	All	10/01/2012	10/31/2012

Number	Name	Date	Location	Description	Officer	Fine
T-1221297-A		10/11/12	MILLER AT ELMS	NO PROOF INSURANCE/POSSESE		
T-1221297-B		10/11/12	MILLER AT ELMS	HEADLIGHTS		
T-1220861		10/11/12	I-69 NEAR MILLER	NO PROOF INSURANCE/POSSESE		
T-1220862		10/11/12	I-69 NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1220863		10/11/12	I-69 NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1220864		10/15/12	MILLER NEAR I-69	RIGHT OF WAY AT INTERSECTION		
T-1221298		10/16/12	MILLER NEAR MAYA	NO PROOF INSURANCE/POSSESE		
T-1220865		10/16/12	CRAPO NEAR MIDDLE SCHOOL	CARELESS DRIVING		
T-1220866		10/16/12	CRAPO NEAR MIDDLE SCHOOL	CARELESS DRIVING		
T-1221299-B		10/17/12	MILLER NEAR HOLLAND	TAIL LIGHTS (DEFECTIVE, IMPROV		
T-1220796		10/17/12	MILLER AT FAIRCHILD	DISREGARDED TRAFFIC SIGNAL/A		
T-1220797		10/18/12	MILLER AT MORRISH	DISREGARDED TRAFFIC SIGNAL/A		
T-1220798		10/18/12	MILLER AT ELMS	DISREGARDED TRAFFIC SIGNAL/A		
T-1220867		10/19/12	I-69 NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1220868		10/20/12	ELMS NEAR MILLER	NO OPS IN POSSESSION		
T-1220869		10/20/12	MILLER NEAR ELMS	IMPROPER PLATE DISPLAY		
T-1212313		10/20/12	MORRISH NEAR MILLER	FAILED TO MAINTAIN EQUIPMENT		
T-1212314		10/20/12	MORRISH NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1212315-A		10/20/12	I-69 NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1212315-B		10/20/12	I-69 NEAR MILLER	Violation of Restricted Operators Lice		
T-1221051-A		10/21/12	ELMS NEAR MILLER	HEADLIGHTS		
T-1221051-B		10/21/12	ELMS NEAR MILLER	NO PROOF INSURANCE/POSSESE		
T-1221052-A		10/21/12	MILLER NEAR I-69	SUSP/REVOKED/NEVER APPL.		
T-1221052-B		10/21/12	MILLER NEAR I-69	NO PROOF INSURANCE/POSSESE		
T-1221052-C		10/21/12	MILLER NEAR I-69	UNLIGHTED REG PLATE		
T-1220873		10/21/12	BRISTOL NEAR CANTERBURY	EXCEEDED POSTED SPEED LIMIT		
T-1220874		10/21/12	MORRISH NEAR APPLE CREEK	EXCEEDED POSTED SPEED LIMIT		
T-1220875		10/21/12	MORRISH NEAR APPLE CREEK	NO PROOF INSURANCE/POSSESE		
T-1220876		10/21/12	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220877		10/21/12	MORRISH NEAR MARY ST	FAIL TO SIGNAL TURN		
T-1220799		10/22/12	MILLER AT ELMS	DISREGARDED TRAFFIC SIGNAL/A		
T-1220800-A		10/22/12	BRISTOL NEAR HERITAGE	EXCEEDED POSTED SPEED LIMIT		
T-1220800-B		10/22/12	BRISTOL NEAR HERITAGE	NO PROOF INSURANCE/POSSESE		
T-1221001-A		10/22/12	MILLER AT ELMS	DISREGARDED TRAFFIC SIGNAL/A		
T-1221001-B		10/22/12	MILLER AT ELMS	NO PROOF INSURANCE/POSSESE		
T-1221002		10/23/12	MORRISH AT MILLER	DISREGARDED TRAFFIC SIGNAL/A		
T-1221003		10/23/12	MORRISH NEAR APPLE CREEK	EXCEEDED POSTED SPEED LIMIT		
T-1221004		10/23/12	MILLER AT ELMS	DISREGARDED TRAFFIC SIGNAL/A		
T-1221005		10/23/12	BRISTOL NEAR HERITAGE	EXCEEDED POSTED SPEED LIMIT		
T-1221006		10/23/12	DRAGON DRIVE NEAR CAPPY LANE	CARELESS DRIVING		
T-1220878-A		10/24/12	ELMS NEAR YARMY	NO OPS IN POSSESSION		
T-1221366		10/25/12	MILLER NEAR ELMS	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1220878-B		10/26/12	ELMS NEAR YARMY	HEADLIGHTS		
T-1221367		10/27/12	MORRISH NEAR I-69	EXCEEDED POSTED SPEED LIMIT		
T-1221368-A		10/27/12	MILLER NEAR BURKSHIRE	SUSP/REVOKED/NEVER APPL.		
T-1221368-B		10/27/12	MILLER NEAR BURKSHIRE	NO PROOF INSURANCE/POSSESE		
Tickets so far: 92				Charges so far: 92	Fines Subtotal:	0.00

Ticket Ledger Report

Report Criteria:

Ticket Type	Officer	Start Date	End Date			
Traffic	All	10/01/2012	10/31/2012			

Number	Name	Date	Location	Description	Officer	Fine
T-1220811		10/28/12	MORRISH NEAR I-69	EXCEEDED POSTED SPEED LIMIT		
T-1220812		10/28/12	MILLER NEAR MORRISH	TINTED WINDOWS/NO WINDSHIELD		
T-1220813		10/29/12	MORRISH NEAR FORTINO	FAIL TO SIGN REGISTRATION/NO		
T-1221007		10/29/12	FAIRCHILD NEAR CAPPY	FAIL TO STOP BEFORE ENTERING		
T-1220879		10/29/12	MILLER AT SCHOOL	SUSP/REVOKED/NEVER APPL.		
T-1220880		10/29/12	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESS		
T-1221076-A		10/30/12	MILLER NEAR BRADY	NO PLATE/FAIL TO DISPLAY/EXPIR		
T-1221076-B		10/30/12	MILLER NEAR BRADY	NO PROOF INSURANCE/POSSESS		
T-1221076-C		10/30/12	MILLER NEAR BRADY	EXCEEDED POSTED SPEED LIMIT		
T-1220881		10/30/12	MILLER NEAR MORRISH	HEADLIGHTS		
T-1220882		10/30/12	MORRISH NEAR I-69	HEADLIGHTS		
T-1220883-A		10/30/12	MILLER NEAR SEYMOUR	SEAT BELT DRIVER/PASSENGER		
T-1220883-B		10/30/12	MILLER NEAR SEYMOUR	FAIL TO SIGN REGISTRATION/NO		
T-1220884		10/30/12	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220885		10/30/12	MORRISH NEAR I-69	HEADLIGHTS		
T-1221008		10/31/12	FAIRCHILD NEAR CAPPY	EXCEEDED POSTED SPEED LIMIT		
Tickets Total: 108		Charges Total: 108		Fines Total:		0.00

DPS ACTIVITY - OCTOBER 2012

	REG	HOL	VAC	ABSENT	OT	DT
101 GENERAL FUND						
262.0 ELECTIONS						
781.0 AMPHI-PARK						
782.0 WINSHALL PARK	2.00					
783.0 ELMS PARK	2.00		1.00			
784.0 BICENT. PARK						
790.0 SENIOR CENTER/LIBRA	24.00		1.88	0.37		
792.0 P S BLDG	7.00		2.07	0.09		
793.0 CITY HALL	2.25		0.07	0.02		
794.0 COMM PROMO	5.50		1.05	0.20		
796.0 CEMETERY						
202 MAJOR STREET FUND						
429.0 SAFETY						
441.0 PARK & RIDE GARBAGE	5.00		0.49	0.11		
463.0 STREET MAIN	23.00		2.72	0.52		
474.0 TRAFFIC	6.00		0.63	0.13		
478.0 SNOW & ICE						
482.0 ADMIN	4.23		0.16			
203 LOCAL STREET FUND						
429.0 SAFETY						
463.0 STREET MAIN	22.00		3.80	0.20		
474.0 TRAFFIC	2.00		0.52	0.10		
478.0 SNOW & ICE						
482.0 ADMIN	4.23		0.16			
226 GARBAGE FUND						
528.0 COLLECT	56.00		4.86	0.03		
530.0 WOODCHIPPING	55.70		11.47	0.57		
782.0 WINSHALL PARK GARBA	19.00		2.39	0.26	4.00	4.00
783.0 ELMS PARK GARBAGE	19.00		2.39	0.26	4.00	4.00
793.0 CITY HALL	2.25		0.14	0.02		
590 WATER						
540.0 WATER SYSTEM	170.42		20.90	0.88		
540.0 WATER-ON CALL						
542.0 READ & BILL	11.00		2.89	0.34		
793.0 CITY HALL	2.25		0.14	0.02		
591 SEWER						
536.0 SEWER SYSTEM	77.92		4.44	0.16		
536.0 SEWER-ON CALL						
537.0 LIFT STATION	9.00		1.75	0.16		
542.0 READ & BILL	11.00		2.89	0.34		
793.0 CITY HALL	2.25		0.14	0.02		
661 MOTOR POOL FUND						
795.0 CITY GARAGE	16.00		5.05	0.20		
DAILY HOURS TOTAL	561.00	0.00	74.00	5.00	8.00	8.00

October 2012	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#1 P/U 4WD					
#3 P/U 4WD	541		56		
07-03 P/U 4WD	160				22
09-03 P/U 4WD	543				55
#2 P/U 2WD	534		76		
#6-00 BACKHOE					
#9 DUMP					
#10 DUMP					
#11 DUMP	130		29		
#12-02 DUMP	51				23
#12-04 DUMP	44				
#12-99 GENERATOR					
#9-02 BRUSH HOG					
#17 CASE BACKHOE					
#19 JD TRACTOR					
#06-99 BUCKET TRUCK					
#21 WOOD CHIPPER					24
#807 STREET SWEEPER	289				133
#42 ASPHALT HEATER					
#37 TRAIL ARROW					
#10-98 3" PUMP					
#28A 3" PUMP					
3" PUMP					
#30 4" PUMP					
#31 4" PUMP					
#32 4" PUMP					
1" PUMP					
S-10	200		15		
TOTAL	2492		176		257

Public Works
Monthly Work Orders

11/06/12

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
BXRP12-0064	CR10-008051-0000-01	LAWRENCE, KEN 8051 CRAPO ST	10/09/12	CURB BOX REPAIR
BXRP12-0065	LI10-007261-0000-01	RICKETTS, DALE & SYLVIA 7261 LINDSEY DR	10/29/12	CURB BOX REPAIR
CKME12-0183 COMPLETED	CC10-007422-0000-01	ROBB, JEANETTE 7422 CROSSCREEK DR	10/04/12 10/04/12	CHECK METER
CKME12-0184 COMPLETED	SP10-004416-0000-01	BENJAMIN, LILY 4416 SPRINGBROOK DR	10/03/12 10/03/12	CHECK METER
CKME12-0185 COMPLETED	CO30-006292-0000-01	ZUCHEGNO, NANCY 6292 CONCORD DR	10/04/12 10/04/12	CHECK METER
CKME12-0186 COMPLETED	EL20-007507-0000-01	BERLIN, MARJORIE 7507 ELIZABETH CT	10/08/12 10/08/12	CHECK METER
CKME12-0187 COMPLETED	CO30-006292-0000-01	ZUCHEGNO, NANCY 6292 CONCORD DR	10/09/12 10/09/12	CHECK METER
CKME12-0188 COMPLETED	AS10-000060-0000-02	SOVIA, CAROLE 60 ASHLEY CIR	10/10/12 10/10/12	CHECK METER
CKME12-0189 COMPLETED	ST10-006235-0000-01	GOOCH, RICK 6235 ST CHARLES PASS	10/22/12 10/22/12	CHECK METER
CKME12-0190 COMPLETED	MO10-005288-0000-03	STURGESS PROPERTIES, INC 5288 MORRISH RD	10/19/12 10/19/12	CHECK METER
CKME12-0191 COMPLETED	CC10-007403-0000-01	SCHULLER, PETER 7403 CROSSCREEK DR	10/22/12 10/22/12	CHECK METER
CKME12-0192 COMPLETED	MA20-008012-0000-03	FED NATL MORG ASSN 8012 MAPLE ST	10/26/12 10/26/12	CHECK METER
FNRD12-0466 COMPLETED	MC10-005044-0000-02	MINTO, JENNIFER 5044 MC LAIN ST	10/05/12 10/05/12	FINAL READ
FNRD12-0467 COMPLETED	AU10-006343-0000-01	BEST, GREG 6343 AUGUSTA ST	10/08/12 10/08/12	FINAL READ
FNRD12-0468 COMPLETED	BR20-007133-0000-05	WELSH, DAWN 7133 BRISTOL RD	10/15/12 10/17/12	FINAL READ
FNRD12-0469 COMPLETED	LA10-004268-0000-01	GILLES, CHARLES 4268 LATIFEE CT	10/17/12 10/17/12	FINAL READ
FNRD12-0471 COMPLETED	YA10-007060-0000-04	WILKES, DENNIS 7060 YARMY DR	10/22/12 10/23/12	FINAL READ
FNRD12-0472 COMPLETED	MC10-005109-0000-01	EATON, WILLIAM H 5109 MC LAIN ST	10/24/12 10/24/12	FINAL READ
FNRD12-0473 COMPLETED	IN10-008096-0000-01	MILLER, HAZEL 8096 INGALLS ST	10/25/12 10/25/12	FINAL READ
FNRD12-0474 COMPLETED	CE10-009295-0000-03	NEMER, DANNY 9295 CEDAR CREEK CT	10/24/12 10/24/12	FINAL READ

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
FNRD12-0475 COMPLETED	CC10-007398-0000-01	SINSEL, ADA 7398 CROSSCREEK DR	10/29/12 10/29/12	FINAL READ
FNRD12-0476 COMPLETED	LI10-007261-0000-01	RICKETTS, DALE & SYLVIA 7261 LINDSEY DR	10/25/12 10/25/12	FINAL READ
FNRD12-0477 COMPLETED	CE10-009287-0000-02	OERTEL, NICK 9287 CEDAR CREEK CT	10/29/12 10/29/12	FINAL READ
FNRD12-0478 COMPLETED	FA10-005025-0000-01	DOTY, ANN-MARIE 5025 FAIRCHILD ST	10/29/12 10/29/12	FINAL READ
FNRD12-0479 COMPLETED	CA10-008342-0000-03	METZGER, LAURA 8342 CAPPY LN	10/29/12 10/29/12	FINAL READ
GWO12-0245 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	10/01/12 10/02/12	GENERIC WORK ORDE
GWO12-0246 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	10/04/12 10/04/12	GENERIC WORK ORDE
GWO12-0247 COMPLETED	MI10-008012-0000-03	JT'S COUNTRY KITCHEN 8012 MILLER RD	10/15/12 10/22/12	GENERIC WORK ORDE
GWO12-0248 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	10/17/12 10/17/12	GENERIC WORK ORDE
GWO12-0249 COMPLETED	MO10-005052-0000-02	MCGRAIL, JENNIFER 5052 MORRISH RD	10/24/12 10/24/12	GENERIC WORK ORDE
IRR11000004	LO10-004186-0000-01	HATCH, CRAIG H 4186 LOCUST LN	10/09/12	IRRIGATION METER
MNT12-0113 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	10/18/12 10/19/12	BUILDING MAINTENA
READ12-0272 COMPLETED	SP10-004370-0000-01	SUMMERS, JERRY D 4370 SPRINGBROOK DR	10/01/12 10/01/12	READ METER
READ12-0273 COMPLETED	SP20-007471-0000-01	YONAN, JOSEPH 7471 SPRINGBROOK CT	10/19/12 10/19/12	READ METER
READ12-0274 COMPLETED	EL10-003493-0000-02	SPALDING, MICHELLE 3493 ELMS RD	10/04/12 10/05/12	READ METER
READ12-0275 COMPLETED	MC10-005070-0000-03	FEDERAL NATIONAL MORTGAGE 5070 MC LAIN ST	10/09/12 10/10/12	READ METER
STRT12-0031 COMPLETED	HI10-009251-0000-01	MATTSON, RICHARD 9251 HILL RD	10/03/12 10/03/12	STREET REPAIR
STRT12-0032 COMPLETED	GR10-005218-0000-01	CARSON, REX 5218 GREENLEAF DR	10/23/12 10/29/12	STREET REPAIR
SWBK12-0030 COMPLETED	MI10-007479-0000-01	MECHURA, NANCY E 7479 MILLER RD	10/22/12 10/22/12	SEWER BACKUP
TRDN12-0041	GR10-005186-0000-01	UHLMEYER, ROY 5186 GREENLEAF DR	10/03/12	TREE-TAKE DOWN
TRIM12-0016	GR10-005218-0000-01	CARSON, REX 5218 GREENLEAF DR	10/23/12	TREE-TRIM
WBKU12-0027	GR10-005213-0000-01	BROADWORTH, JULIE C	10/31/12	WATER BACK UP-CHE

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		5213 GREENLEAF DR	10/31/12	
WMBK12-0026	CH20-009191-0000-02	WARD, TIM	10/17/12	WATER MAIN BREAK
COMPLETED		9191 CHESTERFIELD DR	10/17/12	
WOFF12-0797	MI10-008089-0000-04	JENNINGS, ASHLEY	10/01/12	WATER TURN OFF
COMPLETED		8089 MILLER RD	10/02/12	
WOFF12-0798	CH20-009087-0000-01	KOPKO, MICHAEL	10/09/12	WATER TURN OFF
		9087 CHESTERFIELD DR		
WOFF12-0799	MA20-008012-0000-03	FED NATL MORG ASSN	10/11/12	WATER TURN OFF
COMPLETED		8012 MAPLE ST	10/19/12	
WOFF12-0800	CR10-008051-0000-01	LAWRENCE, KEN	10/05/12	WATER TURN OFF
CANCELLED		8051 CRAPO ST	10/08/12	
WOFF12-0801	MA20-008041-0000-03	PARRY, GERRY	10/10/12	WATER TURN OFF
COMPLETED		8041 MAPLE ST	10/10/12	
WOFF12-0802	SC20-005074-0000-03	BLUNT, RONALD	10/10/12	WATER TURN OFF
		5074 SCHOOL ST		
WOFF12-0803	EL10-004220-SPRI-01	WENDYS INTERNATIONAL INC	10/11/12	WATER TURN OFF
		4220 ELMS #SPRI RD		
WOFF12-0804	CH20-009087-0000-01	KOPKO, MICHAEL	10/25/12	WATER TURN OFF
COMPLETED		9087 CHESTERFIELD DR	10/25/12	
WOFF12-0805	CE10-009267-0000-04	KRAPOHL, GLENA	10/25/12	WATER TURN OFF
COMPLETED		9267 CEDAR CREEK CT	10/25/12	
WOFF12-0806	MI10-005428-0000-03	SABOURIN, MARISSA	10/25/12	WATER TURN OFF
COMPLETED		5428 MILLER RD	10/25/12	
WREP12-0037	CH20-009087-0000-01	KOPKO, MICHAEL	10/09/12	WATER REPAIRS
CANCELLED		9087 CHESTERFIELD DR		
WREP12-0038	MO10-005126-0000-01	JEWETT, MARK	10/02/12	WATER REPAIRS
CANCELLED		5126 MORRISH RD		
WREP12-0039	MO10-004290-0000-01	ACQUIS INC, SPORTS CREEK	10/09/12	WATER REPAIRS
COMPLETED		4290 MORRISH RD	10/09/12	
WTON12-0554	EL10-004126-0000-07	FUNSETH, TREVER	10/02/12	WATER TURN ON
COMPLETED		4126 ELMS RD	10/02/12	
WTON12-0555	MI10-008089-0000-04	JENNINGS, ASHLEY	10/03/12	WATER TURN ON
COMPLETED		8089 MILLER RD	10/03/12	
WTON12-0556	MA20-008012-0000-03	FED NATL MORG ASSN	10/08/12	WATER TURN ON
COMPLETED		8012 MAPLE ST	10/09/12	
WTON12-0557	MC10-005070-0000-03	FEDERAL NATIONAL MORTGAGE	10/10/12	WATER TURN ON
COMPLETED		5070 MC LAIN ST	10/10/12	
WTON12-0558	MA20-008041-0000-03	PARRY, GERRY	10/10/12	WATER TURN ON
COMPLETED		8041 MAPLE ST	10/10/12	
WTON12-0559	SC20-005074-0000-03	BLUNT, RONALD	10/10/12	WATER TURN ON
COMPLETED		5074 SCHOOL ST	10/10/12	
WTON12-0560	NO10-009152-0000-03	JP MORGAN CHASE	10/22/12	WATER TURN ON
COMPLETED		9152 NORBURY DR	10/22/12	

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
WTON12-0561 CANCELLED	CA10-008396-0000-04	FLAGSTAR BANK 8396 CAPPY LN	10/26/12 10/26/12	WATER TURN ON
WTON12-0562 COMPLETED	MI10-005428-0000-03	SABOURIN, MARISSA 5428 MILLER RD	10/25/12 10/25/12	WATER TURN ON
WTON12-0563 COMPLETED	CE10-009267-0000-04	KRAPOHL, GLENA 9267 CEDAR CREEK CT	10/25/12 10/25/12	WATER TURN ON

Total Records: 66

11/01/2012

CHECK REGISTER FOR CITY OF SWARTZ CREEK
CHECK DATE FROM 10/01/2012 - 10/31/2012

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
10/04/2012	36663	ACE ASPHALT & PAVING CO INC	COLD PATCH	1,028.16
10/04/2012	36664	AMY NICHOLS	MILEAGE QVF TRAINING BAY CITY 10/8/12	66.30
10/04/2012	36665	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES ENV. MATS, SUPPLIES	77.02 27.38
				104.40
10/04/2012	36666	CITY OF SWARTZ CREEK	6/20-9/20/12 UB 4125 ELMS 6/20-9/20/12 UB 5121 MORRISH 6/20-9/20/12 UB 5363 WINSHALL 6/20-9/20/12 UB 8059 FORTINO 6/20-9/20/12 UB 8083 CIVIC 6/20-9/20/12 UB 8095 CIVIC 6/20-9/20/12 UB 8100 CIVIC	293.41 123.44 265.67 738.27 396.01 286.68 499.80
				2,603.28
10/04/2012	36667	COMCAST BUSINESS	10/1-10/31/12 PUBLIC SAFETY BLDG	141.85
10/04/2012	36668	FAMILY FARM AND HOME INC	NUTS/BOLTS/WASHERS PIGSKIN GLOVES (3)	8.34 29.97
				38.31
10/04/2012	36669	FIDELITY SECURITY LIFE INSUR/EYEMED	OCT 2012 VISION - RETIREES (4)	20.98
10/04/2012	36670	GENESEE CTY DRAIN COMMISSIONER	WESTERN TRUNK EXT BOND PAYMENT	13,146.49
10/04/2012	36671	GILL ROYS HARDWARE	FASTENERS/PAPER TOWEL HOLDERS (2) RETURN PAPER TOWEL HOLDERS (2) PAPER TOWEL HOLDERS (2) TISSUE ROLLER REPLACE SEAL/PINE-SOL SWIVEL CONNECTOR PINE SOL/VACUUM BAGS TOILET FLAPPER FOR DPW 6" RECIP SAW BLADE ELECTRONIC BALLAST 60 LB MORTOR MIX SINGLE CUT KEY/PUB SAFETY BLDG 4 1/2" DOUBLE HINGE HASP NUTS/BOLTS/SCREWS/DRILL BIT GAS HEDGE TRIMMER SEPT 2012 DISCOUNT	13.27 (9.98) 11.28 14.95 7.88 4.89 12.48 6.49 6.99 33.99 4.58 5.37 9.79 2.89 199.99 (31.93)
				292.93
10/04/2012	36672	GOV'T FINANCE OFFICERS ASSOC.	ATTEND GOVERNMENTAL GAAP UPDATE 11/1/12	135.00
10/04/2012	36673	GRAND TRUNK WESTERN RAILROAD	MAINT ON SIGNAL/GATES MORRISH 2012	830.00
10/04/2012	36674	HYDRO DESIGNS	WATER CROSS CONNECTION CONTROL AND COMPL	300.00
10/04/2012	36675	JOHN GEMBARSKI	UB REFUND 9295 CEDAR CREEK	265.06
10/04/2012	36676	MARK W NOTTLEY	SHARED SERVICES INITIATIVE	833.33
10/04/2012	36677	MGFOA	RENEW MARY JO'S MEMBERSHIP TO MGFOA	90.00
10/04/2012	36678	MUNICIPAL SUPPLY CO.	WRENCH/ROD KEY	128.55
10/04/2012	36679	PURCHASE POWER	POSTAGE/TRANSFER FEE	3,030.00
10/04/2012	36680	RWS OF MID MICHIGAN	FY13 GARBAGE/RECYCLING/YARD WASTE	20,554.56
10/04/2012	36681	SCHAEFER'S OFFICE SOURCE	PRINTER CARTRIDGE/PENS/SCISSORS	112.37
10/04/2012	36682	STATE WIDE REAL ESTATE	UB REFUND 9214 JILL MARIE	57.35
10/04/2012	36683	VALLEY PETROLEUM	9/16-9/30/12 FUEL USAGE - POLICE	1,027.77
10/04/2012	36684	VALLEY PETROLEUM	9/16-9/30/12 FUEL USAGE - DPW	596.92
10/11/2012	36685	68TH DISTRICT COURT	BOND FOR ANTWOINE DEANGELO MAYFIELD	190.00
10/11/2012	36686	ADAM H ZETTEL	CONSULTING SERVICES	227.50
10/11/2012	36687	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV MATS, SUPPLIES	77.55 27.56
				105.11

10/11/2012	36688	BRADYS BUSINESS SYSTEMS	COPY MACH MAINT AGRMNT 9/15/12-10/15/12	58.56
10/11/2012	36689	CAPITAL TIRE	(4) P225/60R18 EAGLE RSA TIRES	496.20
10/11/2012	36690	CONSUMERS ENERGY	9/1-9/30/12 4524 MORRISH RD	42.60
10/11/2012	36691	CONSUMERS ENERGY	9/1-9/30/12 ELMS PARKING LOT	29.05
10/11/2012	36692	CONSUMERS ENERGY	9/1-9/30/12 STREET LIGHTS	9,723.90
10/11/2012	36693	CONSUMERS ENERGY	9/1-9/30/12 SIRENS	27.42
10/11/2012	36694	CONSUMERS ENERGY	9/1-9/30/12 TRAFFIC LIGHTS	389.12
10/11/2012	36695	CONSUMERS ENERGY	8499 MILLER RD	22.40
10/11/2012	36696	CONSUMERS ENERGY	8059 FORTINO	40.09
10/11/2012	36697	CONSUMERS ENERGY	8011 MILLER RD	22.24
10/11/2012	36698	CONSUMERS ENERGY	9099 MILLER RD	33.05
10/11/2012	36699	CONSUMERS ENERGY	8301 CAPPY LN	274.68
10/11/2012	36700	CONSUMERS ENERGY	8100 CIVIC DR	852.06
10/11/2012	36701	CONSUMERS ENERGY	WINSHALL RESTROOMS	36.09
10/11/2012	36702	CONSUMERS ENERGY	5361 WINSHALL DR	22.24
10/11/2012	36703	CONSUMERS ENERGY	5257 WINSHALL DR	22.24
10/11/2012	36704	CONSUMERS ENERGY	8083 CIVIC DR	626.00
10/11/2012	36705	CONSUMERS ENERGY	5121 MORRISH RD	224.99
10/11/2012	36706	CONSUMERS ENERGY	8095 CIVIC DR	988.94
10/11/2012	36707	CREEK AUTO SERVICES LLC	LOF MONTHLY MAINT. 09-226	29.95
10/11/2012	36708	DONALD KORTH	REPLACED POWER SUPPLY ON SERVER	112.50
			POWER SUPPLY	30.11
			REBUILD & PATCH MAYOR'S LAPTOP	225.00
				367.61
10/11/2012	36709	ELITE BUSINESS PRODUCTS	OFFICE SUPPLIES	18.86
10/11/2012	36710	GENESEE CTY DRAIN COMMISSIONER Void Reason: WRONG AMOUNT	AGENT FEES WESTERN TRUNK ESTEN BOND	0.00
10/11/2012	36711	MID STATES BOLT AND SCREW CO	RATCHET	80.89
10/11/2012	36712	NATIONAL PATENT ANALYTICAL SYS	MX12 MNT AGRMNT DATAMSTR 10/1/12-9/30/13	985.00
10/11/2012	36713	PARISEAU'S PRINTING INC	APPROVED LABELS	35.00
10/11/2012	36714	PRINTING SYSTEMS	2 PKGS VOTER MASTER CARDS (500)	29.00
			AV APPLICATIONS (250)	25.99
			AV APPLICATIONS (250)	25.99
			ELECTION SUPPLIES	266.50
				347.48
10/11/2012	36715	ROBERT R DAVIS	JULY-SEPT 2012 MECH/PLUMB INSP	880.00
10/11/2012	36716	ROYALTY SERVICES INC	MOW & TRIM 10/2/12 CITY PROPERTIES	815.00
			MOW & TRIM 9/25/12 CITY PROPERTIES	815.00
			MOW & TRIM 9/18/12 CITY PROPERTIES	815.00
				2,445.00
10/11/2012	36717	SCHAEFER'S OFFICE SOURCE	TOWELS & TISSUE	147.75
10/11/2012	36718	STATE OF MICHIGAN DEPT TRANS	I-69 MORRISH SIGNAL 10/1/11-3/31/12	102.80
10/12/2012	36719	CITY OF SWARTZ CREEK	REIMBURSE PETTY CASH	192.67
10/12/2012	36720	SWARTZ CREEK AREA SENIOR CITZ.	REIMB FOR CDBG EXP YEAR 2011	1,956.92
10/18/2012	36721	A+ SUPPLY CO INC	LIGHTS AT PUBLIC SAFETY BLDG	46.45
10/18/2012	36722	ACE OUTDOOR SERVICES LLC	MOW 6460 BRISTOL 10/9/12	35.00
			MOW 5017 THIRD 10/9/12	35.00
				70.00
10/18/2012	36723	AMERAPLAN INC	HEALTH CARE PREMIUMS FOR NOV 2012	254.25
10/18/2012	36724	AMERICAN MESSAGING	10/15-11/14/12 8108332563 8108331159	24.09
10/18/2012	36725	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV. MATS, SUPPLIES	91.08 27.56
				118.64
10/18/2012	36726	CONSUMERS ENERGY	9/6-10/4/12 E 4125 ELMS RD	26.50
10/18/2012	36727	CONSUMERS ENERGY	9/6-10/4/12 A 4125 ELMS RD PAVILION	23.94
10/18/2012	36728	CONSUMERS ENERGY	9/6-10/4/12 A 6425 MILLER PARK & RIDE	64.00
10/18/2012	36729	COOKS DIESEL RV & TRUCK REPAIR	PWR STR/SRP BLT/FAN BLD/EXHAUST/FLTRS	1,322.21
10/18/2012	36730	CREEK AUTO SERVICES LLC	MONTHLY MAINT LOF 07-375	29.95
			LOF MONTH MAIN/MT&BAL TIRES/REAR BRAKES	244.45

				274.40
10/18/2012	36731	DONALD KORTH	IMAGE WEB/MAIL FTP SRVR/RBLT RAID/PATCH CREATE MYSQL DATABASE/INSTALL JOOMIA	225.00 225.00
				450.00
10/18/2012	36732	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	5.00
10/18/2012	36733	GEN CTY ROAD COMMISSION	SEPT 2012 S-MTCE & OPERATIONS	227.33
10/18/2012	36734	GENESEE CTY DRAIN COMMISSIONER	8/26-9/27/12 COMM/READY TO SERVE	79,606.84
10/18/2012	36735	GENESEE CTY DRAIN COMMISSIONER	SEWER JULY-SEPT 2012	153,778.49
10/18/2012	36736	GENESEE CTY DRAIN COMMISSIONER	AGENT FEES WESTERN TRUNK EXTEN BOND	43.30
10/18/2012	36737	M & M PAVEMENT MARKING	PAVEMENT STRIPING	5,068.47
10/18/2012	36738	MARY JO CLARK	REIMB WIRELESS KEYBOARD & MOUSE	42.39
10/18/2012	36739	MICHAEL R SHUMAKER	JUNE - SEPT 2012 RETIREE HEALTH CARE	952.00
10/18/2012	36740	MY-CAN LLC	PORTA-JON RENTALS(2) ELMS PARK	280.00
10/18/2012	36741	NEXTEL COMMUNICATIONS	SEPT 2012 MONTHLY BILL	536.70
10/18/2012	36742	RICHARD ABRAMS	SMALL CITIES MTG DINNER/MILEAGE	45.52
10/18/2012	36743	ROWE PROFESSIONAL SERVICES CO	WATER RELIABILITY STUDY	671.25
10/18/2012	36744	ROWE PROFESSIONAL SERVICES CO	MEIJER DEVELOPMENT	3,305.25
10/18/2012	36745	ROWE PROFESSIONAL SERVICES CO	PERFORMING ARTS CTR PUBLIC WATERMAIN	2,345.25
10/18/2012	36746	SELF SERVE LUMBER CO.	TREATED LUMBER	24.81
10/18/2012	36747	SIMEN FIGURA & PARKER PLC	SEPT 2012 GEN'L/TRAFFIC/ORDIN	2,518.00
10/18/2012	36748	SPRINGBROOK EAST CONDO ASSOC	SEPT MOW CITY OWNED LOTS SPRINGBROOK EAS	104.40
10/18/2012	36749	SWARTZ CREEK AREA FIRE DEPT.	SEPT 2012 MONTHLY RUNS	2,216.78
10/18/2012	36750	VALLEY PETROLEUM	10/1-10/15-12 FUEL USAGE - POLICE	985.68
10/18/2012	36751	VALLEY PETROLEUM	10/1-10/15/12 FUEL USAGE - DPW	857.11
10/18/2012	36752	VILLAGE CLEANERS	UNIFORM CLEANING SEPT 2012	103.25
10/25/2012	36753	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV. MATS, SUPPLIES	77.55 27.56
				105.11
10/25/2012	36754	BETTY SHANNON	PER CONTRACT REIMB OCT-NOV 2012	150.00
10/25/2012	36755	BIDCORP.COM INC	BID-CORP FEE AUCTION CITY PROP 9-2012	114.45
10/25/2012	36756	BLUE CARE NETWORK-EAST MI	NOV 2012 RETIREE MED INS KELLY NOV 2012 RETIREE MED INS PETRUCHA NOV 2012 RETIREE MED INS TYLER NOV 2012 RETIREE MED INS SHANNON NOV 2012 CLAIM TAX ASSESSMENT	460.05 1,068.11 460.05 460.05 148.76
				2,597.02
10/25/2012	36757	BRADYS BUSINESS SYSTEMS	COPY MACH MAINT AGREEMENT 10/15-11/15/12	58.56
10/25/2012	36758	C & H CONSTRUCTION CO INC	WATERMAIN REPAIR 9191 CHESTERFIELD	1,099.00
10/25/2012	36759	COMCAST BUSINESS	10/26-11/28/12 CITY HALL	275.80
10/25/2012	36760	DELTA DENTAL PLAN	NOV 2012 DENTAL - RETIREES (4)/EST TAX	290.24
10/25/2012	36761	GENESEE CTY DRAIN COMMISSIONER	SEWER TAP 7151 PARKRIDGE CCIF DISPUTE	1,000.00
10/25/2012	36762	GREAT LAKES EMERGENCY PRODUCTS LL	TEAR DOWN 05-275 OLD K-9 UNIT BUILD UP 09-226 NEW K-9 UNIT BUILD UP VEH 12-144 SPOT LIGHT 07-375 ARM RES/MOUNT 07-375	550.00 3,215.25 5,210.98 105.75 55.55
				9,137.53
10/25/2012	36763	LANDMARK APPRAISAL CO	ASSESSOR SERVICES NOV 1, 2011-OCT 31, 20	2,233.37
10/25/2012	36764	LETAVIS ENTERPRISES INC.	(23) VEH WASHES	155.25
10/25/2012	36765	MAGNUM ELECTRONICS	(12) W/T BATTERIES	1,020.06
10/25/2012	36766	MARKEE ELECTRIC INC	REPLACED PARKING LOT LIGHTS/CLEAN LENSES	220.08
10/25/2012	36767	PROGRESSIVE AE	ENGINEERING SERVICES FOR SIGNAL WORK MOR	591.35
10/25/2012	36768	RALPH E SCOFIELD	MTT SETTLEMENT 58-35-300-009 DKT 392436 MTT SETTLMT INT 58-35-300-009 DKT 392436	156.11 1.02
				157.13
10/25/2012	36769	ROYALTY SERVICES INC	MOW & TRIM CITY PROPERTIES 10/8/12 MOW & TRIM CITY PROPERTIES 10/15/12	815.00 815.00

				1,630.00
10/25/2012	36770	SHERRY WOODS	REFUND TOWING BILL/CITY TOW FEE 12-576	306.00
10/25/2012	36771	STATE OF MICHIGAN-DEQ WTR	8/28-9/30/12 DRINKING WATER LAB TESTING	128.00
10/25/2012	36772	TRAINING FORCE USA	OFFICER SZMANSKY TRAINING CELL PHONE INV	195.00
			DET PIROCHTA TRAINING CELL PHONE INVEST	195.00
				390.00
10/25/2012	36773	UNUM LIFE INSURANCE	NOV 2012 LIFE INS SHANNON/SNELL	15.74
			ADJUSTMENTS	52.55
				68.29
10/25/2012	36774	RALPH E SCOFIELD TRUST	MTT SETTLEMENT 58-35-551-017 DKT 392436	120.82
			SU12 MTT SETTLMNT INT 5835551017	0.79
				121.61
10/25/2012	36775	RALPH E SCOFIELD TRUST	MTT SETTLMNT INT 5835-551-015 DKT 392436	1.31
			MTT SETTLEMENT 58-35-551-015 DKT 392436	200.54
				201.85
10/25/2012	36776	RALPH E SCOFIELD TRUST	MTT SETTLEMENT 58-35-551-014 DKT 392436	200.54
			MTT SETTLMNT INT 5835551014 DKT 392436	1.31
				201.85
10/25/2012	36777	RALPH E SCOFIELD TRUST	MTT SETTLEMENT 58-35-551-011 DKT 392436	228.96
			MTT SETTLMNT INT 58-35-551-011 DKT392436	1.49
				230.45
10/25/2012	36778	RALPH E SCOFIELD TRUST	MTT SETTLEMENT 58-35-551-012 DKT 392436	200.54
			MTT SETTLMNT INT 5835551012 392436	1.31
				201.85
10/25/2012	36779	RALPH E SCOFIELD TRUST	MTT SETTLEMENT 58-35-551-016 DKT 392436	200.54
			MTT SETTLMNT INT 5835551016 DKT 392436	1.31
				201.85
10/25/2012	36780	RALPH E SCOFIELD TRUST	MTT SETTLEMENT 8-35-551-013 DKT 392436	200.54
			MTT SETTLMNT INT 58-35-551-013	1.31
				201.85
10/25/2012	36781	RALPH E SCOFIELD TRUST	MTT SETTLEMENT 58-35-551-010 DKT 392436	212.93
			MTT SETTLMNT INT 5835-551-010 DKT 392436	1.39
				214.32

GEN TOTALS:

(1 Check Voided)

Total of 118 Disbursements:

347,143.19

CITY OF SWARTZ CREEK
BOARDS AND COMMISSIONS (Rev 8/27/12)

BOARD/COMMISSION	ADDRESS	HOME	OFFICE-CELL	START	APPOINT	END	MISC
CITY COUNCIL							
C. David Hurt	1st 9214 Chesterfield	635-7706		03/08/99	11/02/10	11/04/14	4 Yr.
Richard B. Abrams	At-Large 5352 Greenleaf	635-9224	c=2825416	11/06/84	11/04/08	11/06/12	4 Yr.
Rae Lynn Hicks	2nd 8373 Miller	635-3569	C=444-8229	11/07/06	11/02/10	11/04/14	4 Yr.
Betty Binder	At-Large 8079 West Bristol Rd	635-4930	c=730-0080	11/04/08	11/04/08	11/06/12	4 Yr.
Curtis Porath	3rd 4485 Frederick St.	635-4398	C=348-4162	11/05/02	11/02/10	11/04/14	4 Yr.
David Krueger	At-Large 7399 Miller Rd	635-4692	C=240-2358	11/04/08	11/04/08	11/06/12	4 Yr.
Michael Shumaker	4th 4084 Jennie Lane	635-3107	C=429-3068	11/05/02	11/02/10	11/04/14	4 Yr.
BOARD OF REVIEW							
Robert Brown	4359 Springbrook Dr.	635-0615		07/01/09	07/13/12	06/30/15	3 Yr.
Joseph J. Edgerton	9127 Chesterfield	635-9832	635-9513		07/01/11	06/30/14	3 Yr.
Wanda Tyler	6483 W. Bristol Road	635-2225	252-3567		06/30/07	06/30/13	3 Yr.
FIRE BOARD							
Richard L. Derby	Clayton 9230 Corunna	635-4056		??	??		
Michael Messer	Clayton 2060 S. Morrish	635-3476		??	??		
Greg Childers	Clayton			??	??		
Ray Thornton	-City Citizen Rep 5367 Greenleaf	635-9205		04/01/08	11/22/10	11/12/12	2 Yr.
Rick Clolinger	City Citizen Rep 8100-A Civic	635-4401		12/04/06	11/22/10	11/12/12	2 Yr.
David Hurt	Council Rep 9214 Chesterfield	635-7706		11/10/08	11/22/10	11/12/12	2 Yr.
Boots Abrams	5352 Greenleaf	635-9224		04/01/10	04/01/12	03/31/13	1 Yr.
GENESEE COUNTY METRO ALL							
David Krueger	Delegate 7399 Miller Rd	635-4692	C=240-2358	11/24/08	11/22/10	11/12/12	2 Yr.
Ronald Schultz	Citizens 4279 Springbrook Dr	635-8575	732-1574	07/01/04	11/22/10	11/12/12	2 Yr.
GEN COUNTY NARC CONTROL							
Rae Lynn Hicks	Delegate 8373 Miller	635-3569	C=444-8229	11/24/08	08/27/12	11/12/12	2 Yr.
Rick Clolinger	8100-A Civic Drive	635-4401		08/27/12	08/27/12	11/12/12	2 Yr.
GAIN AUTO THEFT							
C. David Hurt (Delegate)	9214 Chesterfield	635-7706		02/27/12	11/12/12	11/04/14	2 Yr.
Ricky Clolinger (Alternate)	8100-A Civic	635-4401		02/27/12	11/12/12	11/04/14	2 Yr.
GEN COUNTY SMALL CITIES							
Richard Abrams	Delegate 5352 Greenleaf	635-9224	c=2825416	11/25/02	11/22/10	11/12/12	2 Yr.
Mike Shumaker	Alternate 4084 Jennie Lane	635-3107	C=429-3068	11/25/02	11/22/10	11/12/12	2 Yr.
LOCAL OFF COMP COMM							
Monte R. Morgan, Vice Chair	5388 Greenleaf	635-4395			10/01/10	09/30/13	3 Yr.
Patricia Maksymiu, Chair	7188 Miller	635-3814			10/01/10	09/30/14	4 Yr.
Ronald Schultz	4279 Springbrook	635-8575	732-1574	11/25/02	09/08/08	09/30/11	3 Yr.
David Alexander	5346 Greenleaf Dr.	635-2321			09/30/07	09/30/11	4 Yr.
Tommy Butler	40 Somerset	635-7640		10/01/09	10/01/10	09/30/11	1Yr.
PARK AND REC ADV BOARD							
Korene Kelly	7281 Bristol Rd.	635-8632	C=252-7116		01/01/06	12/31/12	3 Yr.
Rodney Gardner	5024 Brady	635-9101	C=625-7626	11/22/99	01/01/06	12/31/12	3 Yr.
Michael Shumaker	4084 Jennie	635-3107	C=429-3068	11/22/99	01/01/06	12/31/12	3 Yr.
Rick Henry	6353 Bristol	635-7509	C=691-3653		01/01/06	12/31/12	3 Yr.
Ron Schultz	4279 Springbrook	635-8575	732-1574	10/24/06	10/04/06	12/31/12	3 Yr.
Dave Plumb (Resigned)	5152 S. Morrish #79	965-4573		11/24/08	11/24/08	12/31/12	3 Yr.

CITY OF SWARTZ CREEK
BOARDS AND COMMISSIONS (Rev 8/27/12)

BOARD/COMMISSION	ADDRESS	HOME	OFFICE-CELL	START	APPOINT	END	MISC
Rae Lynn Hicks (Vice)	8373 Miller	635-3569	C=444-8229	04/10/01	01/01/06	12/31/12	3 Yr.
Ray Thornton	5367 Greenleaf Dr.	635-9205		11/09/03	01/01/06	12/31/12	3 Yr.
James Florence (Sec)	4296 Springbrook	635-2772	C=444-2002	11/25/02	01/01/06	12/31/12	3 Yr.
PLANNING COMMISSION							
Robert Florine	5914 Cross Creek	635-8764		07/01/03	07/01/12	06/30/15	3 Yr.
James Florence	4296 Springbrook	635-2772	C=444-2002	09/08/08	07/01/12	06/30/15	3 Yr.
Kathy Ridley	3414 Elms	635-3168		09/17/02	07/01/10	06/30/13	3 Yr.
Carl Conner	4061 Elms	635-9024	238-5200, Pgr:88	10/25/99	07/01/11	06/30/14	3 Yr.*
Douglas Stephens (Chairperson)	5250 Birchcrest	635-2134	635-4090	06/26/89	07/01/11	06/30/14	3 Yr.*
Bud Grimes	5171 Oakview Drive	635-7284		07/01/04	07/01/10	06/30/13	3 Yr.
C. David Hurt	9214 Chesterfield	635-7706		11/30/03	11/22/10	11/12/12	1 Yr.
Paul Bueche	8083 Civic Dr	635-4464		11/09/98	11/22/10	11/12/12	2 Yr.
Richard Abrams	5352 Greenleaf Dr	635-9224	c=282-5416	11/12/02	11/22/10	11/12/12	2 Yr.
W.W.S. ADV COMM							
Tom Svrcek, Delegate	8083 Civic	635-4464			11/22/10	11/12/12	2 Yr.
Paul Bueche, Alternate	8083 Civic	635-4464			11/22/10	11/12/12	2 Yr.
ZONING BOARD OF APPEALS							
Douglas Stephens	5250 Birchcrest	635-2134	635-4090	10/25/99	07/01/11	06/30/14	3 Yr.*
Ronald Smith, Secretary	9194 Chesterfield	635-9619		07/10/95	07/01/11	06/30/14	3 Yr.*
Curt Porath Council Rep	4485 Frederick St.	635-3079	348-4162	11/11/02	11/22/10	11/12/12	2 Yr.
Ronald Schultz, Chairperson	4279 Springbrook	635-8575	732-1574	11/08/04	11/22/10	11/12/12	3 Yr.
James Packer, Vice Chairperson	7216 Miller Rd.	635-3724			11/22/10	11/12/12	3 Yr.
Bradley Stiff (Alternate)	9040 Chesterfield Dr.	252-3174		10/13/08	07/01/11	06/30/14	3 Yr.*
John Gilbert (Alternate)	7459 Miller Rd.	635-9762		10/13/08	07/01/11	06/30/14	3 Yr.*
CONSTR. BOARD OF APPEALS							
Douglas Stephens	5250 Birchcrest Dr.	635-2134	635-4090	06/09/03	11/22/10	11/12/12	2 Yr.
Michael Shumaker	4084 Jennie	635-3107	C=429-3068	06/09/03	11/22/10	11/12/12	2 Yr.
Ronald Schultz	4279 Springbrook	635-8575	732-1574	06/09/03	11/22/10	11/12/12	2 Yr.
911 CONSORTIUM							
Paul Bueche (Executive Board)	8083 Civic	635-4464			11/22/10	11/12/12	2 Yr.
STREET ADMINISTRATOR							
Tom Svrcek Delegate	8083 Civic Dr.	635-4464		11/22/10	11/22/10	11/12/12	2 Yr.
Paul Bueche Alternate	8083 Civic Dr.	635-4464		11/27/06	11/22/10	11/12/12	2 Yr.
DDA							
Richard Abrams (Mayor)	5352 Greenleaf Dr.	635-9224	c=282-5416	09/27/04	11/22/10	11/12/12	2 Yr.
Teresa L. Spence	11401 Miller, Gaines 4843	989-288-4646	989-288-0609	04/26/10	04/01/12	03/31/16	4 Yr
Paul Bueche	8083 Civic Dr.	635-4464		09/27/04	12/01/10	11/30/13	1 Yr. / 4Yr
Rodney Gardner	5024 Brady St.	635-9109	C= 625-7626	09/27/04	04/01/10	03/31/14	4Yr
Cliff Hull	6200 Reid Rd. Sw. Cr.	655-3714	635-4090	09/27/04	04/01/10	03/31/14	4Yr
Steve Mardlin	5340 Chin Maya Dr. Sw. Cr.	635-3869	635-9010	09/27/04	07/01/11	06/30/15	4Yr
Mark Nemer	8122 W. Hill Sw. Cr.	610-5013	610-5013	09/27/04	04/01/12	03/31/16	4 Yr. / 4Yr*
Ernie Eckerdt	5019 Brady, PO Box 4	635-8790	c=252-9479	01/28/08	12/01/10	11/30/13	4 Yr.
Sandy Raffaelli	8098 Miller Rd	635-4262	287-1941	09/27/04	07/01/11	06/30/15	4Yr

CITY OF SWARTZ CREEK
BOARDS AND COMMISSIONS (Rev 8/27/12)

BOARD/COMMISSION	ADDRESS	HOME	OFFICE-CELL	START	APPOINT	END	MISC
DDA CITIZEN ADVISORY BOARD							
Vacant (Ernie Eckerdt)				08/22/05	11/27/06	11/04/08	2 Yr.
Juliet Stephens-Kijek	8103 Miller Rd	630-0847		08/22/05	11/24/08	11/08/10	2 Yr.
Vacant (Betty Binder)							2 Yr.
Fred Pajtas	7580 Church St.			08/22/05	11/24/08	11/08/10	2 Yr.
Jennie Moench	5030 First St.	630-0577		08/22/05	11/24/08	11/08/10	2 Yr.
Shelly Wilson	8126 Ingalls St.	625-2555		08/22/05	11/24/08	11/08/10	2 Yr.
Jeff Litwin	7506 Grove	635-9440	C= 240-0996	08/22/05	11/24/08	11/08/10	2 Yr.
Peggy Burnham	8104 Miller Rd.	630-8156		08/22/05	11/24/08	11/08/10	2 Yr.
Becky Tabit	5027 Brady	635-0441		08/22/05	11/24/08	11/08/10	2 Yr.
Sr. Center							
Melinda Soper, Director	5442 Mancelona, Gr Bl	695-1615	394-2360				
Marta Bentoski, Assit Director	10512 Village, Gr Blanc	603-2790	248-310-0828				
Barbara Hyrman							
Jim Florence, President	4296 Springbrook	635-2772	C=444-2002				
Roger Bloss, Vice President	8370 Reid Rd.	635-3788	397-6635				
Ann Knight, Treasurer	4935-321 Ita Ct.	635-7342					
Sally Creech, Secretary	3496 Seymour Rd	635-7703					
Harold O'Brien							
Phillip Bracey	4449 Lindewood Dr	733-3353					
Pat McLeod	9319 Elaine Dr.	635-4954					
Dorothy White	7284 Grandwood Dr	655-8416					

November 2012 Elections



City Offices
M-F 8am-4:30pm
810.635.4464
810.635.2887 fax

Police Department
Emergency 911
M-F 8am-5pm
810.635.4401
810.635.3728 fax

Public Services Department
M-F 8am-4:30pm
810.635.4464

2-November-2012

Ms. BARB ROBERTSON
C/O Farm Bureau Insurance
8056 Miller Road
Swartz Creek, Michigan 48473

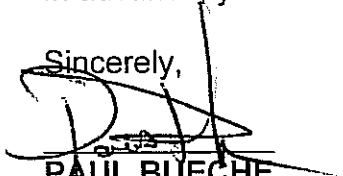
Re: **DOWNTOWN STREETScape PROJECT**

Dear **Ms. ROBERTSON,**

In response to your correspondence related to Community Development Block Grant (CDBG) allocations for use with the continuation of the Downtown Streetscape, the City is in the process of establishing a list of qualifying projects. As a bit of history, the City receives approximately \$12,000 per year in CDBG Funds that can be pooled in three year cycles. Use of the funds is limited to criteria set forth by the Federal Department of Housing & Urban Development. The next segment of the streetscape project has estimated costs of upwards from \$100,000, far short of the City's allocation. In years past, we've been able to find additional sources of grant money for this project. Together with the CDBG Grants, we have been able to perform the work from Miller & Morrish to roughly Holland Street. In the last two cycles (six years) the additional funding sources have been eliminated, leaving us with just the \$36,000.

The Downtown Streetscape Project continues to carry top priority and most likely will be listed as such when the City Council finalizes the project roll for the application process. The City Council is scheduled to hear this at the November 12th meeting. From here, we generally will wait until towards the end of the three year cycle before proceeding as the time allows us to look for additional funding. As always, you are welcome to attend the meeting. I will draft another letter to you with a copy of the projects list, somewhere towards the end of the month.

In advance, your time, attention and comments are greatly appreciated.

Sincerely,

PAUL BUECHE
City Manager
(810)-635-4464

Copy: City Council



City of
Swartz
Creek

City Offices

M-F 8am-4:30pm
810.635.4464
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Public Services Department

M-F 8am-4:30pm
810.635.4464

2-November-2012

Ms. JANET HODGE

4167 Silver Maple Lane
Swartz Creek, Michigan 48473

Re: DOWNTOWN STREETScape PROJECT

Dear **Ms. HODGE**,

In response to your correspondence related to Community Development Block Grant (CDBG) allocations for use with the continuation of the Downtown Streetscape, the City is in the process of establishing a list of qualifying projects. As a bit of history, the City receives approximately \$12,000 per year in CDBG Funds that can be pooled in three year cycles. Use of the funds is limited to criteria set forth by the Federal Department of Housing & Urban Development. The next segment of the streetscape project has estimated costs of upwards from \$100,000, far short of the City's allocation. In years past, we've been able to find additional sources of grant money for this project. Together with the CDBG Grants, we have been able to perform the work from Miller & Morrish to roughly Holland Street. In the last two cycles (six years) the additional funding sources have been eliminated, leaving us with just the \$36,000.

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Sincerely,

PAUL BUECHE

City Manager
(810)-635-4464

Copy: City Council





City of
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Creek

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M-F 8am-4:30pm
810.635.4464

2-November-2012

Ms. THERESA O'BRIEN

C/O Lovegroves
8055 Miller Road
Swartz Creek, Michigan 48473

Re: **DOWNTOWN STREETScape PROJECT**

Dear **Ms. O'BRIEN**,

In response to your correspondence related to Community Development Block Grant (CDBG) allocations for use with the continuation of the Downtown Streetscape, the City is in the process of establishing a list of qualifying projects. As a bit of history, the City receives approximately \$12,000 per year in CDBG Funds that can be pooled in three year cycles. Use of the funds is limited to criteria set forth by the Federal Department of Housing & Urban Development. The next segment of the streetscape project has estimated costs of upwards from \$100,000, far short of the City's allocation. In years past, we've been able to find additional sources of grant money for this project. Together with the CDBG Grants, we have been able to perform the work from Miller & Morrish to roughly Holland Street. In the last two cycles (six years) the additional funding sources have been eliminated, leaving us with just the \$36,000.

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In advance, your time, attention and comments are greatly appreciated.

Sincerely,

PAUL BUECHE

City Manager
(810)-635-4464

Copy: City Council





City of
Swartz
Creek

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810.635.2887 fax

Police Department

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810.635.4401
810.635.3728 fax

Public Services Department

M-F 8am-4:30pm
810.635.4464

2-November-2012

Ms. BARB ASSENMACHER
C/O Assenmacher Lightweight Cycles
8053 Miller Road
Swartz Creek, Michigan 48473

Re: **DOWNTOWN STREETSCAPE PROJECT**

Dear **Ms. ASSENMACHER,**

In response to your correspondence related to Community Development Block Grant (CDBG) allocations for use with the continuation of the Downtown Streetscape, the City is in the process of establishing a list of qualifying projects. As a bit of history, the City receives approximately \$12,000 per year in CDBG Funds that can be pooled in three year cycles. Use of the funds is limited to criteria set forth by the Federal Department of Housing & Urban Development. The next segment of the streetscape project has estimated costs of upwards from \$100,000, far short of the City's allocation. In years past, we've been able to find additional sources of grant money for this project. Together with the CDBG Grants, we have been able to perform the work from Miller & Morrish to roughly Holland Street. In the last two cycles (six years) the additional funding sources have been eliminated, leaving us with just the \$36,000.

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In advance, your time, attention and comments are greatly appreciated.

Sincerely,

PAUL BUECHE

City Manager
(810)-635-4464

Copy: City Council



2012 Fiscal Year Fire Budget

Resolution No. 111128-07

(Carried)

Motion by Councilmember Porath
Second by Councilmember Hurt

I Move the City of Swartz Creek approve the 2012 Fiscal Year Swartz Creek Area Fire Budget, a copy of which is attached hereto, gross maximum total not to exceed \$263,490 and further, appropriate an amount not to exceed \$131,745 from the City General Fund, to be paid consummate of the agreement between the City of Swartz Creek and the Charter Township of Clayton, payment being the City's obligation of one-half of the proposed total budget of \$263,490.

Discussion Ensued.

Paul Bueche

From: Richard Tesner [rltesner@yahoo.com]
Sent: Friday, November 02, 2012 3:44 PM
To: Paul Bueche; 'Chief Brent Cole'
Subject: Re: Christmas Parade

Paul and Brent,

The Township approved the budget as it was presented by the Chief. the only change that we asked for was in regards to the new apparatus purchase/FEMA grant. The Township agreed that we should budget for the \$13,750 matching funds (line item 4983) in the event that we are awarded the grant. We asked Chief to remove the new apparatus and the loose equipment costs (line items 4981 and 4982) to match what was budgeted for last year.

There were some board members who were concerned with the idea of budgeting \$488,750 without having the revenue to immediately support it. It is our opinion that the budget can be amended at a later time, if the grant is awarded. We can look at our funding/financing options at that time.

If you need a copy of the motion that was made to adopt the SCAFD budget, please contact Clerk Denny Milem 810-635-4526 or Supervisor Brian Sepanak at 810-635-4433.

Let me know if you need anything further from me.

Thanks,
 Rich

Richard Tesner, MPA
rltesner@yahoo.com
 (810) 240-7511

"Never neglect details. When everyone's mind is dulled or distracted the leader must be doubly vigilant."

-Colin Powell

From: Paul Bueche <pbueche@cityofswartzcreek.org>
To: 'Chief Brent Cole' <bdcole@scafd.com>
Cc: Rich Tesner <rltesner@yahoo.com>; 'Adam Zettel' <zettelconsulting@charter.net>
Sent: Friday, November 2, 2012 3:03 PM
Subject: RE: Christmas Parade

Mr. Bowers is fine. We'll work out the details with him. On the budget, I guess I need to see the resolution they passed so we can take a look at mirroring it.

Thanx.....

Paul

From: Chief Brent Cole [mailto:bdcole@scafd.com]
Sent: Friday, November 02, 2012 12:19 PM
To: 'Paul Bueche'
Cc: Bowers-James(FF53); Tesner-Rich(ClyTrustee)
Subject: RE: Christmas Parade

Paul,

James Bowers is the parade Chairman. I'm scheduled to work Bishop next Thursday. James, can you attend? Clayton passed the budget including their half of a potential FEMA matching grant. There weren't any general budget changes.

Rich Tesner was the motion maker. Rich, can you enlighten Paul about the Clayton Fire Budget approval? The truck wasn't included.

Brent

From: Paul Bueche [mailto:pbueche@cityofswartzcreek.org]
Sent: Friday, November 02, 2012 11:37
To: 'Chief Brent Cole'
Subject: RE: Christmas Parade

Brent,

They meet next Thursday at 6:00 PM. I believe they will again.

Also,, do you have what Clayton Township passed as the budget? It's my understanding they made some adjustments to it. Did you draft another that reflects the changes? We need to take action on this very soon.

Thanx.....

Paul

-

From: Chief Brent Cole [mailto:bdcole@scafd.com]
Sent: Friday, November 02, 2012 10:03 AM
To: 'Paul Bueche'
Cc: Bowers-James(FF53); Barr-James (LT10)
Subject: Christmas Parade

Paul,

Haven't heard if the DDA will be assisting with the Christmas Parade. Since I haven't heard, and time is running out, I'll make an assumption, they will not.

Did City Council approve the parade permit?

Thanks,
Brent

The Swartz Creek Area Fire Department



2013 Budget

**Fireboard presentation
August 20, 2012**

Budget Table of Contents ([PDF link](#))

Introduction Letter

Budget Comparison Spreadsheet

Budget Details

Explanation Letter

Apparatus Replacement Schedule

Charter Township of Clayton Consideration Letter

City of Swartz Creek Consideration Letter

August 20, 2012

Swartz Creek Area Fireboard

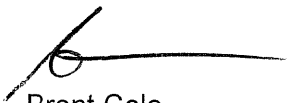
Dear Sirs:

Attached, you will find the 2013 Proposed Budget for the Swartz Creek Area Fire Department (SCAFD). The 2013 gross budget amount of **\$262,640.00, is less than a 1% (\$850.00) reduction from 2012**. The 2012 budget is \$263,490.00.

Assistance to Firefighter Grants through the Federal Emergency Management Agency (FEMA) was submitted on July 10, 2012. Besides a grant for a new vehicle (see below), funding for a foam trailer (due to Meijer E85 fuel and expressway traffic), 4 sets of turn out gear and 4 wireless headsets for pump operators was applied for. The turn out gear and headsets were listed in the budget should FEMA deny the grant.

The apparatus replacement and addition schedule is a reflection of the fire department evaluation and remains virtually unchanged. Since there are no provisions for a major apparatus purchase, the list is technically a reminder of the needs of the SCAFD. A FEMA grant for a fire truck has been applied for. FEMA will only fund up to \$275,000.00 for a new fire truck (based on last year's standards). This amount falls short of what the proposed rehab and pumper design that would be suggested, if FEMA should approve the grant. This means funding in excess of \$488,750.00 (including loose equipment since this is an addition to the fleet) would have to be raised to make the preferred design purchase. Unfortunately, it is unlikely FEMA will approve an apparatus grant due to the relatively young age of our fleet. As a reminder, this proposed vehicle would replace the current Squad 16 (sold) and be a multi-functional vehicle (pumper).

Sincerely,



Brent Cole
Fire Chief

D:\Cole\Fireboard\Budget\2013\2013 Budget Introduction Letter 082012 .wpd

SWARTZ CREE AREA FIRE DEPT: 2013 BUDGET

ACCT #		10 BUDGET	10 ACTUAL	11 BUDGET	11 ACTUAL	12 BUDGET	13 BUDGET	DEFINITION
	REVENUES:							
3582	Contributions-Operating	\$237,300.00	\$233,408.38	\$212,562.00	\$204,480.46	\$227,180.00	\$262,520.00	Estimated Operating Contributions
3583	Contributions-Equipment	\$30,600.00	\$30,600.00	\$52,312.00	\$51,494.93	\$36,190.00	XXXXXXXXXX	Estimated Equipment Contributions-combined with 3582 for 201
3628	Misc. Income (Sundry)	\$0.00	\$42.00	\$0.00	\$9,960.50	\$0.00	\$0.00	Miscellaneous Income
3630	Grant Income	\$0.00	\$3,296.00	\$0.00	\$0.00	\$0.00	\$0.00	Grant Income
3664	Interest Income	\$300.00	\$248.00	\$120.00	\$386.53	\$120.00	\$120.00	Interest from Deposits
3673	Sale of Fixed Assests	\$0.00	\$0.00	\$0.00	\$162.50	\$0.00	\$0.00	Sale of Miscellaneous Used Items
	TOTAL REVENUES	\$268,200.00	\$267,594.38	\$264,994.00	\$266,484.92	\$263,490.00	\$262,640.00	
	EXPENSES							
4703	Social Security	\$12,100.00	\$10,611.30	\$10,800.00	\$14,081.31	\$10,600.00	\$10,900.00	Social Security - .0145%, FICA - .062%
4704	Salaries - Staff	\$45,500.00	\$42,191.03	\$42,500.00	\$39,012.38	\$42,500.00	\$45,700.00	Chief , Acct.
4705	Salaries - Maintenance	\$10,900.00	\$11,416.44	\$10,900.00	\$11,700.00	\$10,900.00	\$11,100.00	Maint., Qtr. Master, Train. Officer, FF Labor, Pump Testing
4706	Salaries - Officers	\$15,000.00	\$15,000.00	\$15,000.00	\$14,370.00	\$15,000.00	\$15,500.00	1 Asst. Chief, 1 Batt. Chief, 2 Capt., 4 Lieut.
4707	Salaries - Firefighters	\$74,000.00	\$70,109.85	\$60,000.00	\$51,918.46	\$69,000.00	\$69,000.00	Est. Fire Run/Training Payment for Firefighters
4708	Deferred/Direct Response Comp.	\$4,800.00	\$3,122.25	\$2,500.00	\$2,669.50	\$3,200.00	\$3,200.00	Deferred Comp. Employer Paid
4709	Medical - Firefighters	\$6,170.00	\$4,622.00	\$4,500.00	\$3,354.84	\$4,500.00	\$4,500.00	Physicals, Hept. - B Shots
4710	Unemployment Payments	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	X	\$5,500.00	\$2,000.00	Unemployment Payments
4727	Office Supplies	\$2,700.00	\$1,486.23	\$1,000.00	\$1,880.25	\$1,000.00	\$1,000.00	Clerical Supplies,Postage,Shipping
4728	Building Supplies/Maint	\$700.00	\$685.55	\$700.00	\$536.10	\$700.00	\$700.00	Utility Paper, Cleaning Supplies, Light Bulbs, Keys
4741	Equip/Oper. supplies	\$8,650.00	\$6,156.49	\$8,000.00	\$9,059.58	\$8,000.00	\$7,000.00	Small tool, Batteries, Fuel, Filters etc...
4801	Contract Services	\$5,700.00	\$3,458.58	\$5,800.00	\$5,451.66	\$6,900.00	\$6,800.00	Audit,Legal,Cleaning,Advertising,Copier Maint. Agree.,Photos
4850	Communications	\$3,350.00	\$2,889.16	\$3,420.00	\$3,584.86	\$4,100.00	\$3,200.00	Telephone/Internet Service
4910	Insurance	\$26,000.00	\$24,459.50	\$26,000.00	\$18,812.50	\$22,000.00	\$23,200.00	Fleet, Liability, Workers' Comp.
4920	Utilities	\$17,000.00	\$12,874.19	\$17,000.00	\$12,495.03	\$17,000.00	\$15,000.00	Gas/Electric, Water/Sewer
4960	Education & Training	\$5,030.00	\$5,519.12	\$4,562.00	\$3,832.82	\$6,400.00	\$6,500.00	Dues, Classes/Materials, Prevention Materials,Subscriptions
4970	Office Equipment	\$240.00	\$198.36	\$240.00	\$259.90	\$240.00	\$240.00	Office Equipment
4976	Fire Equipment	\$13,860.00	\$14,546.69	\$25,600.00	\$15,912.07	\$16,800.00	\$16,500.00	Gear,Suppression Equip.Pagers,Radios
4978	Fire Equip-Maint./Repair/Upgrades	\$15,300.00	\$14,301.55	\$24,072.00	\$16,007.42	\$17,650.00	\$19,100.00	Maint. Agree., Repair & Upgrades of Fire Equipment
4979	Fire Equip-Upgrades	\$0.00	\$450.00	\$0.00	\$15,929.00	XXXXXXXXXX	XXXXXXXXXX	Combined with 4978 for 2012
4984	Computer Hardware/Repair	\$600.00	\$359.00	\$1,800.00	\$2,170.35	\$800.00	\$800.00	Computer Hardware & Hardware Repair
4988	Computer Software/Upgrade	\$600.00	\$608.95	\$600.00	\$1,216.19	\$700.00	\$700.00	Computer Software, Software Upgrades, Train. Matls.
	Sub-total Expenses	268,200.00	245,066.24	264,994.00	244,254.22	263,490.00	262,640.00	
4981	Apparatus						\$388,750.00	Truck Purchases
4982	Loose Equip-New Apparatus						\$100,000.00	Loose Equip for New Apparatus Only
4983	FEMA Grant Municipality Matching			\$3,491.00		\$13,750.00		
	Total Expenses	268,200.00	245,066.24	268,485.00	244,254.22	277,240.00	751,390.00	
	Net Income (Loss)	\$0.00	\$22,528.14	\$0.00	\$22,230.70	\$0.00	\$0.00	
	Fund balance beginning of the year	\$0.00	\$61,598.23	\$0.00	\$0.00	\$0.00	\$0.00	
	Fund balance end of the year	\$0.00	\$84,126.37	\$0.00	\$22,230.70	\$0.00	\$0.00	

2013 BUDGET

2013 BUDGET BREAKDOWN:

Acct# 703 Social Security \$10,900.00 (+300.00)

2010 Actual	\$10,611.30		
2011 Actual	\$14,081.31		
2012 Budget	\$10,600.00		
Chief Salary/Acct Wage			\$45,700.00
Officers			\$15,500.00
Main/Train			\$11,100.00
Firefighters			\$69,000.00
TOTAL	\$141,300.00	0.0765	<u>\$10,809.45</u>

Acct# 704 Staff: Chief & Acct/Clerical Specialist Wages \$45,700.00 (+3200.00)

2010 Actual	\$42,191.03		
2011 Actual	\$39,012.38		
2012 Budget	\$42,500.00		
Chief Salary	\$23.14 x 25hrs x 52 wks	**brought up to 2010 rate	\$30,082.00
Acct. Wage	\$13.00 x 24hrs x 50wks	**last raise 2009	\$15,600.00
TOTAL			<u>\$45,682.00</u>

Acct# 705 Maint. & Train. Wages \$11,100.00 (+200.00)
*\$5/mth raise **last raise 2008*

2010 Actual	\$11,416.44		
2011 Actual	\$11,700.00		
2012 Budget	\$10,900.00		
Truck Maintenance Salary			\$3,180.00
Quarter Master Salary			\$1,860.00
Training Salary			\$2,520.00
Firefighter Labor:			
Hose Testing	\$10/hr		\$1,020.00
Hall/Apparatus Duties	\$8/hr		\$2,500.00
TOTAL			<u>\$11,080.00</u>

Acct# 706 Officer Salary \$15,500.00 (+500.00)
*\$5/mth raise **last raise 2008*

2010 Actual	\$15,000.00		
2011 Actual	\$14,370.00		
2012 Budget	\$15,000.00		
Asst. Chief (1)			\$2,580.00
Batt. Chief (1)			\$2,220.00
Captain (2)			\$3,960.00
Lieutenant (4)			\$6,720.00
Sergeant (3)			\$0.00
TOTAL			<u>\$15,480.00</u>

2013 BUDGET

Acct# 707 Firefighter Wages 2% raise **last raise 2009 \$69,000.00 (No Change)

2010 Actual	\$70,109.85
2011 Actual	\$51,918.46
2012 Budget	\$69,000.00

FIREFIGHTER

Probation I	\$9.67
Probation II	\$10.32
FFI	\$10.95
FFII	\$11.98
Officer I	\$12.95
Officer II	\$13.72
Officer III	\$14.11
Tenure	+ .30 for 3yrs; 5yrs & 5 year increments

RADIO OPERATOR

Probation	\$9.67
After 1 year	\$10.38

Acct# 708 Deferred Compensation \$3,200.00 (No Change)

2010 Actual	\$3,122.25
2011 Actual	\$2,669.50
2012 Budget	\$3,200.00

Firefighters: flat rate, \$48 per yr X 28 FF	\$1,344.00
Firefighters: \$1.50 per run x 28 FF X44 runs (includes alarms & training)	\$1,848.00
TOTAL	\$3,192.00

Acct# 709 Medical Expense \$4,500.00 (No Change)

2010 Actual	\$4,622.00
2011 Actual	\$3,354.84
2012 Budget	\$4,500.00

Physical 40 FF @ \$137.50	\$4,335.00
Hept B injections 3 shots @ \$55	\$165.00
TOTAL	\$4,500.00

Acct# 710 Unemployment Payments \$2,000.00 (-3500.00)

2010 Actual	\$5,130.19
2011 Actual	\$821.19
2012 Budget	\$5,500.00

Unemployment Payments	\$2,000.00
TOTAL	\$2,000.00

Acct# 727 Office Supplies \$1,000.00 (No Change)

2010 Actual	\$1,486.23
2011 Actual	\$1,880.25
2012 Budget	\$1,000.00

Supplies (forms, envelopes, pens, etc...)	\$500.00
Postage (stamps, special mailings)	\$250.00
Shipping	\$250.00
TOTAL	\$1,000.00

2013 BUDGET

Acct# 728 Building Supplies **\$700.00 (No Change)**

2010 Actual	\$685.55	
2011 Actual	\$536.10	
2012 Budget	\$700.00	
Paper Products		\$200.00
Cleaning Products		\$80.00
Light Bulbs		\$40.00
Keys		\$300.00
Repairs/Updates		\$80.00
TOTAL		<u>\$700.00</u>

Acct# 741 Equipment Supplies **\$7,000.00 (-1000.00)**

2010 Actual	\$6,156.49	
2011 Actual	\$9,059.58	
2012 Budget	\$8,000.00	
Fuel		\$3,850.00
Filters		\$500.00
Oil		\$350.00
Small Tools		\$600.00
Misc. Supplies		\$1,700.00
TOTAL		<u>\$7,000.00</u>

Acct# 801 Contract Services **\$6,800.00 (-100.00)**

2010 Actual	\$3,458.58	
2011 Actual	\$5,451.66	
2012 Budget	\$6,900.00	
Emergency Excavating/Towing		\$500.00
Auditing Service		\$4,300.00
Maintenance Agreement-Copier		\$500.00
Office Cleaning (Sta 1)		\$360.00
Legal Service		\$1,000.00
Personnel Photos		\$100.00
TOTAL		<u>\$6,760.00</u>

Acct# 850 Communications **\$3,200.00 (-900.00)**

2010 Actual	\$2,889.16	
2011 Actual	\$3,584.86	
2012 Budget	\$4,100.00	
Web Site Domain Name (renew in 2020)		\$0.00
Web Site Domain Hosting		\$70.00
Cell Phone		\$120.00
Phones/Internet Access		\$3,000.00
TOTAL		<u>\$3,190.00</u>

2013 BUDGET

Acct# 910 Insurance **\$23,200.00 (+1200.00)**

2010 Actual	\$24,459.50	
2011 Actual	\$18,812.50	
2012 Budget	\$22,000.00	
Michigan Par Plan		\$12,500.00
Worker's Compensation		\$10,700.00
TOTAL		<u>\$23,200.00</u>

Acct# 920 Utilities **\$15,000.00 (-2000.00)**

2010 Actual	\$12,874.19	
2011 Actual	\$12,495.03	
2012 Budget	\$17,000.00	
Water/Sewer		\$1,000.00
Gas/Electric		\$14,000.00
TOTAL		<u>\$15,000.00</u>

Acct# 960 Education & Training **\$6,500.00 (+100.00)**

2010 Actual	\$5,519.12	
2011 Actual	\$3,832.82	
2012 Budget	\$6,400.00	
FIREFIGHTER TRAINING		
Misc. FF Classes		\$4,000.00
ADVANCED TRAINING		
Officer Classes		\$650.00
CERTIFICATIONS		
CPR		\$60.00
Viking Level II Tech Class (2yr certification)		\$0.00
MEMBERSHIPS		
Michigan Fire Chiefs		\$85.00
Genesee Co. Fire Chiefs \$60 ea x 2 + \$125 dept		\$245.00
Shiawassee Co. Firefighters		\$75.00
Mi State Fireman's Assoc \$30 ea x 41 + \$75 dept		\$1,305.00
FIRE PREVENTION		
Misc. Materials/handouts/DVDs to replace worn out VHS tapes		\$0.00
TOTAL		<u>\$6,420.00</u> <small>rec'd '08 FEMA grant</small>

Acct# 970 Office Equipment **\$240.00 (No Change)**

2010 Actual	\$198.36	
2011 Actual	\$259.90	
2012 Budget	\$240.00	
Upgrades/Repairs		\$240.00
TOTAL		<u>\$240.00</u>

2013 BUDGET

Acct# 976 Fire Equipment		\$16,500.00 (-300.00)
2010 Actual	\$14,546.69	
2011 Actual	\$15,912.07	
2012 Budget	\$16,800.00	
Securitex Turn Out Gear (4)		\$7,800.00
Misc. Gear (boots, gloves, etc...)		\$1,000.00
Dress Uniforms		\$1,100.00
Misting Fan-Rehab		\$915.00
Headsets (4)		\$5,600.00
10 yr Anniversary Helmet		\$0.00
TOTAL		<u>\$16,415.00</u>

Acct# 978 Fire Equipment-Maint/Repair/Upgrades		\$19,100.00 (+1450.00)
2010 Actual	\$14,751.58	
2011 Actual	\$16,007.42	
2012 Budget	\$17,650.00	
Truck Repair		\$5,400.00
Jaws Pump Maint		\$1,600.00
Air Compressor M/A		\$930.00
Turn-Out Gear Repair/Cleaning		\$500.00
Ladder Certification		\$450.00
Annual Pump Test/Maint		\$1,600.00
Pager/Radio Repair		\$300.00
SCBA Repair		\$500.00
First Aid Kit (restock)		\$200.00
Fire Extinguishers Maint		\$600.00
Misc. Equipment Repair		\$1,000.00
Posi Check Calibration	**potential split 50/50 with GTFD	\$575.00
OHD Facemask Fit Equipment	**potential split 3 ways with GTFD & MTFD	\$700.00
Hydrostatic Air Bottle Testing		\$850.00
Tires		\$3,800.00
TOTAL		<u>\$19,005.00</u>

Acct# 981 Apparatus Purchase		\$388,750.00 (+388750.00)
2010 Actual	\$0.00	
2011 Actual	\$0.00	
2012 Budget	\$0.00	
Combination Unit		\$650,000.00
FEMA Grant		(\$261,250.00)
TOTAL		<u>\$388,750.00</u>

Acct# 982 Loose Equipment-New Apparatus		\$100,000.00 (+100000.00)
2010 Actual	\$0.00	
2011 Actual	\$0.00	
2012 Budget	\$0.00	
Combination Unit		\$100,000.00
TOTAL		<u>\$100,000.00</u>

2013 BUDGET

Acct# 984 Computer Hardware/Repairs **\$800.00 (No Change)**

	2010 Actual	\$359.00	
	2011 Actual	\$2,170.35	
	2012 Budget	\$800.00	
	Computer/Monitor upgrades		\$500.00
	Upgrades/Repairs		\$300.00
	TOTAL		\$800.00

Acct# 988 Computer Software/Upgrades **\$700.00 (No Change)**

	2010 Actual	\$608.95	
	2011 Actual	\$1,216.19	
	2012 Budget	\$700.00	
	Fire Tools Upgrade		\$400.00
	Peachtree Upgrade (due 2014)		\$0.00
	Peachtree Tax Service (must have to run payroll)		\$300.00
	TOTAL		\$700.00

Swartz Creek Area Fire Department 2013 Budget Explanation List:

~August 20, 2012~

976 Fire Equipment:

#	Cost	Description
4	7,800	Sets of Securitex turn out gear for replacement in case of damage or sizing for new hires.
	1,000	New Misc Gear (boots, gloves & etc. for new recruits)
	1,100	Dress uniform needs. Each firefighter that comes off probation should receive a dress uniform, to properly represent the SCAFD. This will provide adequate coverage for new personnel and worn out uniform pieces that need replacement.
	915	Purchase a rehabilitation misting fan (this will provide a reduction in body core temperatures during excessive heat incidents)
4	5,600	Wireless headsets for pump operators (The current headsets that are connected to portable radios need replacement. Wireless technology provided for the ability to connect directly to the mobile radio. This will free up 4 portable radios for fireground operations.)
0	0	Anniversary helmets (Those that reach their 10 th Anniversary are presented with a traditional helmet. No 10 year anniversary will be celebrated in 2013)

Total Fire Equipment = \$16,415.00

978 Fire Equip.-Maintenance/Repair/Upgrades

	5,400	Unclassified truck repair
1	1,600	Jaws Pump Annual Maintenance program (Amkus recommends that the units have the oil changed & tools be inspected/repared annually for optimum usability. Due to liability, it is recommended that a qualified factory company inspect & maintain our rescue tools.)
1	930	Breathing Air Compressor Maintenance (an ongoing MiOSHA requirement to insure the air that the SCBA bottles are filled with is not contaminated)
1	500	Turn out gear repair and cleaning (When cost effective, gear that has been damaged beyond local means to repair or clean, can be returned to usable condition. Each garment is analyzed to determine the cost effectiveness of repair, of which this cost would be taken from this fund.)
1	450	Ladder Certification (An annual cost associated with the MiOSHA & NFPA requirement)
1	1,600	Annual Engine Pump testing (An annual cost associated with NFPA requirements).
	300	Pager/radio repair (Pagers will malfunction at times.)
	500	SCBA repair (Parts associated with the frame, bottles & face masks. As our SCBA age, they will cost more.)
	200	First Aid Kit (Restock of used items & replacement of expired.)
	600	Department fire extinguisher maintenance (yearly inspections are required)
	1,000	Misc. Equipment Repairs (hand tools, power equipment & etc)
	575	SCBA Posi-Check Maintenance (Annual re-certification of testing

		equipment.)
	700	Fit Testing Maintenance (Annual re-certification.)
43	850	Hydrostatic SCBA bottle testing (Bottles associated with the FEMA grant purchase.)
	3,800	Apparatus tire replacement (Tires with excessive age or wear, are proposed for potential replacement in 2013.)

Total Maintenance/Repair = \$ 19,005.00

984 Computer Hardware (Repairs/Upgrades):

Cost	Description
500	Computer Upgrades (Amount to cover aging monitors, CPU's and misc. hardware)
300	Repairs and/or replacement of miscellaneous items such as mice, keyboards, hard drives, and etc.

Total Computer Hardware (Repairs/Upgrades) = \$800.00

988 Computer Software (New/Upgrades):

Cost	Description
400	FireTools user fee. (FireTools has charged the SCAFD this amount yearly. It includes all upgrades associated with the program.)
300	Peach Tree Tax Service (required to run payroll)

Total Computer Software (New/Upgrades) = \$700.00

999 CIFP (Capital Improvement Fund Program) Contributions:

Cost	Description
0	No provisions have been made to contribute. The only funding, as indicated by the Fire Agreement, is to deposit any fund balance into a separate account for future consideration.

Total CIFP Contribution = \$.00

981 & 982 Apparatus Purchase (Additional funding outside normal operating budget & not listed on Budget Breakdown document)

488,750	Once again a FEMA grant for apparatus was submitted. Based on the maximum apparatus amount allowed by FEMA, being \$275,000.00, the 5% matching amount is listed. In addition, approximately \$100,000.00 for loose equipment (since this is an addition to our fleet and not a replacement) would have to be provided. The design is for a multi-purpose unit for suppression, firefighter rehabilitation at the scene and air cylinders for filling self contained breathing apparatus air bottles. The estimated cost is \$650,000.00 plus loose equipment. If a FEMA grant is approved approximately \$488,750.00 would be needed to complete the purchase. The Capital Improvement Fund Program (CIFP) would be utilized with the balance split 50/50 by the municipalities. In 2013, it will have been 14 years since the last apparatus purchase by the Swartz Creek Area Fire Department.
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**Swartz Creek Area Fire Department
2012 Fire Apparatus Replacement / Addition Schedule
August 15, 2011**

New or Replacement Year	Purchased New Year	Original Cost	Service Years When Replaced	Apparatus Description	Rig #	Replacement / Additional Apparatus	Projected Cost
2011	1991	55,459	20	1991 Chev Step Van (2)	41-16	Squad with air system & lighting	200,000
2013	1993	24,290	20	1993 Chev Crew Cab	41-27	Fully equip grass rig with 4 door crew cab	82,540 (1)
2016	1991	180,681	25	1991 Pierce, 1500 GPM pump, 1000 gal tank	41-12	1500 GPM pumper, 750 gal. tank	551,538 (1)
2020	1992	71,235	28	1992 International, 5000 gallon tanker	41-23	New chassis & pump - remount tank	350,000
2023	1997	215,366	25	1998 Pierce, 1500 GPM pump, 750 gal. tank	41-11	1500 GPM pumper, 750 gal. tank	885,649 (1)
2024	1999	227,919	25	1999 Pierce, 1500 GPM pump, 750 gal tank	41-21	1500 GPM pumper, 750 gal. tank	947,645 (1)

(1) Cost estimate courtesy of Rehmann Robson 2008
NOTE: A FEMA grant will once again be submitted for a new pumper rehabilitation unit. The maximum amount FEMA considers for a pumper is \$275,000.00. The purchase of this unit would provide for a second engine at station 2. Currently there is only one engine at station 2. The design proposed would match the type that is currently being utilized in our fleet. The cost estimate is \$600,000.00. The loose equipment cost is \$107,355.00 (due to this being an addition to the fleet and not a replacement).
e:\Cole\Fireboard\Budget\Apparatus Replacement Schedule 2012.xls

**Amended Fire Apparatus Replacement / Addition Schedule
April 11, 2012**

New or Replacement Year	Purchased New Year	Original Cost	Service Years When Replaced	Apparatus Description	Rig #	Replacement / Additional Apparatus	Projected Cost
2011	1991	55,459	20	1991 Chev Step Van (2)	41-16	Squad with air system & lighting	200,000
2013	1991	180,681	22	1991 Pierce, 1500 GPM pump, 1000 gal tank (3)	41-12	1500 GPM combination pumper equipped with 41-16 equipment, 750 gal. tank, air fill system, lighting, hydraulic generator	551,538 (1)
2016	1993	24,290	23	1993 Chev Crew Cab (4)	41-27	Fully equip grass rig with 4 door crew cab	82,540 (1)
2020	1992	71,235	28	1992 International, 5000 gallon tanke	41-23	New chassis & pump - remount tank	350,000
2023	1997	215,366	25	1998 Pierce, 1500 GPM pump, 750 gal. tank	41-11	1500 GPM pumper, 750 gal. tank	885,649 (1)
2024	1999	227,919	25	1999 Pierce, 1500 GPM pump, 750 gal tank	41-21	1500 GPM pumper, 750 gal. tank	947,645 (1)

(1) Cost estimate courtesy of Rehmann Robson 2008
(2) Unit to be removed from individual purchase and combined with next combination pumper purchase.
(3) Original pricing to replace 41-16 = \$200,000. Cost estimate to replace 41-12 \$551,538 Total=\$751,538. Estimated amount to purchase a combination unit =\$650,000. 41-12 would remain as a reserve unit, as recommended in the survey, but the purchase would be moved up 3 years to accommodate the replacement of 41-16.
(4) Unit originally proposed for replacement in 2013, moved to 2016.

DATE: August 20, 2012

TO: Richard Tesner, Township Trustee/Fire Board Representative
Brian Sepanak, Township Supervisor
Clayton Township Board

FROM: Fire Chief Brent Cole

SUBJECT: Township Considerations – 2013 Budget
(1) indicates recommendations listed in previous consideration letters.

I. Safety

1. Maintain vigilant compliance with MiOSHA regulations.

II. Issues to insure current/future safety for the community

1. Bi-yearly hydrant flush and pump maintenance, and annual flow testing. **(1)** REASON: At present, Genesee County verbally advises they are flowing once a year. Documentation of said testing should be forwarded to the fire department.
2. Enact a multi-residential and commercial sprinkler/smoke detector ordinance for all future development. **(1)** REASON: The cost of such is now affordable due to recent technology advancements. Insurance premiums and life safety issues will be reduced for the owner. In the event of fire, this will save lives and property damage.
3. Enact a Knox Box ordinance for all future commercial development **(1)**. REASON: This will allow for fast access to the business, after hours, without causing damage due to forcible entry. Currently this is a voluntary act by business owners.
4. Cost recovery for future apparatus purchases. **(1)** REASON: Rehmann Robson under section IV, paragraph 9, indicated a need for adoption of cost recovery ordinances. It was also recommended the fees collected should be earmarked for said purchases. The SCAFD submitted wording for your consideration in 2010.

III. Other important considerations

1. Increase the parking lot size on the east/front side of station 2. **(1)** REASON: The current configuration makes vehicle maneuvering difficult and causes excessive lawn damage.

Thank you for your consideration. If you should have any questions, please do not hesitate to contact me.

DATE: August 20, 2012

TO: David Hurt, City Councilman/Fire Board Representative
Paul Bueche, City Manager
City of Swartz Creek Council

FROM: Fire Chief Brent Cole

SUBJECT: City Station Considerations – 2013 Budget
(1) Previous considerations that have not been addressed or have not received a reply of consideration.

I. Safety

1. Maintain vigilant compliance with MiOSHA regulations.
2. Garage door remote controls. This is both a safety and energy conservation issue. (1) First proposed in 2004. Since then I've recommended the upgrade every year. The remote controls will help prevent slips or falls (by an individual proceeding to the apparatus after shutting the door) and/or assure the ability to shut the door without waiting for a person to do so (which will cut down on response times).

II. Issues to insure current/future safety for the community

1. Bi-yearly hydrant flush and pump maintenance, and annual flow testing. (1) REASON: Due to a continued difficulty in opening the large steamer taps at hydrant locations, it is imperative that each cap on each hydrant be completely loosened to insure reliability. ISO credit was reduced due to this not being done. Currently, they are only checked for water in the hydrant once a year.
2. Enact a multi-residential and commercial sprinkler/smoke detector ordinance for all future development. (1) REASON: The cost of such is now affordable due to recent technology advancements. Insurance premiums and life safety issues will be reduced for the owner. In the event of fire, this will save lives and property damage.
3. Enact a Knox Box ordinance for all future commercial development. (1) REASON: This will allow for fast access to the business after hours without causing damage due to forcible entry. The cost of a Knox Box is born by the owner. Currently this is a voluntary act by business owners.
4. Install "No Parking" signs on the garage doors on the east side of the fire station. (1) REASON: Citizens have parked in front of and/or adjacent to the apparatus doors. With the creation of the Veteran's Memorial, the possibility continues.
5. Cost recovery for future apparatus purchases. (1) REASON: Rehmann Robson under section IV, paragraph 9, indicated a need for adoption of cost recovery

ordinances. It was also recommended the fees collected should be earmarked for said purchases. The SCAFD submitted wording for your consideration in 2010.

6. Proceed with placing a fire millage before the voters. REASON: The return of property values will not happen for many years. Clayton Township has proven they are willing to fund the fire department with their millage approval in 2011. The 2007 department evaluation recommended the separate funding issue for the fire department.

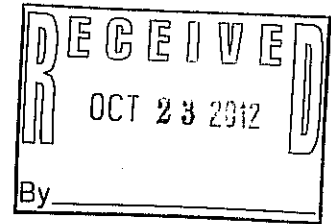
III. Other considerations

1. Continue replacement of the apparatus bay lighting. **(1)**
2. Clean or replace office area carpeting. **(1)** REASON: It's original carpet from when the building was built in the late 1980's, and it is worn and stained.
3. Repaint the garage doors facing Fortino Dr. **(1)** REASON: With the replacement of panels on one of the doors, they are different colors.

Thank you for your consideration. If you should have any questions, please do not hesitate to contact me.

Swartz Creek Area
Senior Citizens, Inc.

8095 Civic Drive Swartz Creek, Michigan 48473-1377 810-635-4122



October 15, 2012

Deanna Korth, City Treasurer
City of Swartz Creek
8083 Civic Dr
Swartz Creek, MI 48473

Dear Ms. Korth:

I have received notification of the delinquent tax revenue that has been collected. This letter is a request that the revenue for the Senior Citizens Fund be disbursed to the Swartz Creek Area Senior Center in the amount of \$18.17.

I understand that this disbursement must be approved by the City Council of Swartz Creek. I would appreciate your help in receiving this approval.

Sincerely,

A handwritten signature in cursive script that reads "Melinda A. Soper".

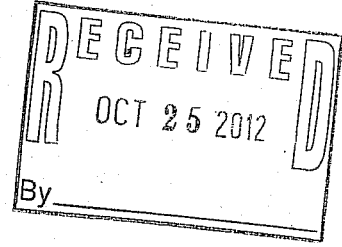
Melinda A. Soper, Director



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRMAN

STEVEN H. HILFINGER
DIRECTOR



October 22, 2012

City of Swartz Creek
Attn: Clerk
8083 Civic Dr
Swartz Creek, MI 48473-1377

The purpose of this letter is to notify this local legislative body that the Michigan Liquor Control Commission has received an application for a license, as follows:

Request ID#: 670894

New SDM license w/ gas pumps (to be issued under MCL 436.1541(1))

Name of applicant(s): Meijer, Inc.

Business address and phone: 4141 Morrish, Swartz Creek, MI 48473, Genesee County

Home address and phone number of partner(s)/subordinate(s):
Meijer Companies Ltd., 2929 Walker Avenue, NW, Grand Rapids, MI 49544;
B (616) 791-3223 - Don Nunn

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit. The Michigan Liquor Control Code does not require the approval of this request by the local unit of government.

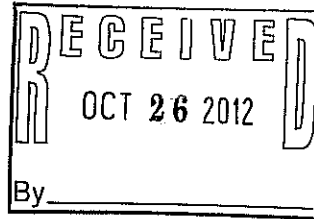
Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcement officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011



October 22, 2012



Paul Bueche, City Manager
City of Swartz Creek
8083 Civic Dr.
Swartz Creek, MI 48473

Dear Mr. Bueche:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you of changes to our channel lineup. Customers are being notified of these changes via a bill message.

Effective on or about December 12, 2012: National Geographic Wild HD Ch. 992 will be added to Digital Preferred. CSPAN HD Ch. 989 will be added to Digital Starter and Digital Economy. The following channels will be added to the Sports & Entertainment package: Sportsman Channel HD Ch. 990 and Fox Soccer HD Ch. 991. Impact Network will move from Ch. 397 to Ch. 400 and remain on Limited Basic.

The following channels will no longer be available in Premium Services: Thriller Max HD Ch. 275 and Outermax HD Ch. 278. MGM HD on Digital Preferred Ch. 216 will no longer be available.

Also, CENTROAMER (channel 632), BFTVA-SP (channel 634) and XFIN LAT (channel 639) will be added to MultiLatino Plus, MultiLatino, Extra, MultiLatino Max and MultiLatino Ultra. LA TELENNOV (channel 632), SORPRESA (channel 634) and CANAL 22(channel 639), will no longer be available.

As always, feel free to contact me directly at 586-883-7075 with any questions you may have.

Sincerely,

Gerald W. Smith
Government Affairs Manager
Comcast, Heartland Region
36250 Van Dyke Ave.
Sterling Heights, MI 48312



October 22, 2012

Paul Bueche, City Manager
City of Swartz Creek
8083 Civic Dr.
Swartz Creek, MI 48473

Re: XFINITY Signature Support

Dear Mr. Bueche:

I am pleased to let you know that Comcast customers in your community will soon receive notice of enhancements to XFINITY Signature Support, which provides affordable tech support and warranty protection for home electronic equipment such as computers, laptops, tablets, flat-panel televisions and home phones.

Starting November 28, 2012, Comcast customers in your community will have two additional tech support plan options and one additional equipment protection plan to choose from. Specifically, our plan expansions include:

- *Computer Performance Tool* – an innovative software tool that provides routine system tune-ups, security checks and file protection tools to help keep our customers' computers running smoothly and securely. This plan option is just \$4.95 per month and can be loaded on up to 4 computers or laptops.
- *Help Desk* – an expanded tech support plan that provides comprehensive computer, home networking and connected WiFi device support and troubleshooting 24 hours a day, 7 days a week. This plan is \$14.95 a month.
- *TV Protection Plus* – protects customers from unexpected and costly equipment replacement costs by providing warranty coverage on multiple flat-panel TVs. Coverage provides protection from manufacturing defects, normal wear-and-tear and even power surges. This plan is \$14.95 a month and protects multiple TVs under one simple plan for as long as they subscribe.

For additional information, please visit <https://signaturesupport.xfinity.com>. Please let me know if I can provide any additional information about XFINITY Signature Support or any of Comcast's services.

Sincerely,

Gerald W. Smith
Government Affairs Manager
Comcast, Heartland Region
36250 Van Dyke Ave.
Sterling Heights, MI 48312



September 12, 2012

Bob Johnson
Executive Financial
P.O. Box 1168
Flint, Michigan 48501

RE: City of Swartz Creek Invoice - Bristol Road Re-surfacing Project

Dear Mr. Johnson:

I am Vice President and Associate General Counsel at Frontier Communications Corporation and am in receipt of the documents forwarded to Frontier in the above-referenced matter. Please direct all future communications regarding this matter directly to me.

Frontier is unwilling to pay the \$45,000.00 charges invoiced to Verizon Accounts Payable on September 18, 2008. Pursuant to the State of Michigan Department of Transportation Davison Transportation Service Center Letter ("MDOT Davison TSC"), dated August 6, 2007, the Contractor was not authorized to move the facilities and did not follow the agreed upon procedures for altering the construction plans. The Davison TSC July 25, 2007 hearing determined that the "Contractor should not have encountered utility conflicts according to the plans." Specifically, the contract proposal said:

Public utilities will not be required to relocate poles or structures in order to facilitate the operation of construction equipment unless such poles or structures constitute a hazard to the public or are extraordinarily dangerous to the contracting operation.

The Davison TSC further said that "[w]orking around underground utilities is a normal construction activity and is not a basis for additional compensation." Prior to construction, "[t]he contract plans do not indicate utilities in the area of the proposed storm sewer."

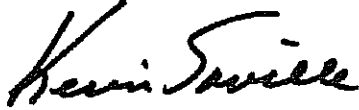
The contract plans did not indicate any need for movement of Frontier facilities and further provided for the possibility of conflict. The contract specified that the contractor should determine potential conflicts with utilities prior to construction. Additionally, if conflicts were discovered after that point, "No additional compensation will be paid to the Contractor for reasonable delay or inconvenience due to ... the encountering of existing utilities shown on the plans." Thus, our facilities were never supposed to be moved and any decision by the contractor to so move those facilities was financially his responsibility.

Pursuant to the MDOT Davison TSC decision, the City was obligated to pay any additional sums charged by the Contractor. Because Frontier's facilities were never supposed to be moved and

the Contractor did not follow the specified requirements for alteration of the contract plans, Frontier is not obligated to pay any amount to the City of Swartz Creek.

Please contact me if you have any questions or if you would like to discuss this matter further.

Sincerely,

A handwritten signature in black ink that reads "Kevin Saville". The signature is written in a cursive, flowing style.

Kevin Saville
Vice President & Associate General Counsel
2378 Wilshire Blvd.
Mound, Minnesota 55364
Tel: 952-491-5564
Fax: 952-491-5577
Kevin.Saville@FTR.com