

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday June 24, 2013 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. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
 - 4A. Regular Council Meeting of June 10, 2013 MOTION Pg. 6, 11-32
5. **APPROVE AGENDA**
 - 5A. Proposed / Amended Agenda MOTION Pg. 6
6. **REPORTS & COMMUNICATIONS:**
 - 6A. [City Manager's Report](#) (Agenda Item) MOTION Pg. 6, 2-5
 - 6B. Hill Road Out-Lot (Agenda Item) Pg. 33
 - 6C. Boards & Commissions (Agenda Item) Pg. 34-40
 - 6D. Perkins Library Donation (Agenda Item) Pg. 41-43
 - 6E. 2012-2013 FY-YE Budget Adjustments Pg. 44-48
 - 6F. QBS-RFP Bid Specs Pg. 49-53
 - 6G. Newsletter Final Draft Pg. 54-55
 - 6H. Title VI-LEP Compliancy Notice Pg. 56
 - 6I. GC-MPO Hazardous Mitigation Notice Pg. 57
 - 6J. Pictometry Project Update Notice Pg. 58
 - 6K. Comcast Notices, Channel Changes Pg. 59-60
 - 6L. State – Consumer Energy Notice Pg. 61-62
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. Chief Rick Clolinger, Lt. Matt Bade PRESENTATION
 - 7B. County WWS-KWA, Jeff Wright (or Representative) PRESENTATION
 - 7C. Mr. Ed Benning, MTA Director PRESENTATION
 - 7D. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. County Treasurer Agreement, Tax Reverted Property RESO. Pg. 7, 33
 - 8B-K. Boards & Commission Appointments RESO. Pg. 9, 34-40
 - 8L. Perkins Library Donation, James Spaulding Family RESO. Pg. 10, 41-43
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION

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

Regular Council Meeting of Monday June 24, 2013 7:00 P.M.

TO: Honorable Mayor, Mayor Pro-Tem & Council Members
FROM: PAUL BUECHE // City Manager
DATE: 21-June-2013

OLD / ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

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

☐ **MORRISH ROAD BRIDGE PROJECT** (*Status*)

The Morrish Road Bridge Project, the last remaining project funded in the 2011-2014 TIP, is underway. We still do not have a price on the four lights included in the design. We are awaiting this data from Consumer's Energy. Cost estimates, using the lowest bid return, are as follows:

Morrish Road Bridge Deck Project (Summer, 2013)

Constr Total	Constr City Match	P.E.	C.E.	Total City Match	Project Total
\$425,453	\$36,957*	\$29,589	\$70,931	\$137,477	\$525,973

*Includes Enhancements & Walk-Way / Does Not Include Lighting (4)



✓ **2013-2014 FISCAL YEAR BUDGET** (*Status*)

I still have not finished the analysis', projections and solutions report of our finances. Barring any unforeseen circumstances, I should have it for the next meeting.

May 13 th :	Draft Presentation, Discussion, Set Public Hearing.
May 28 th :	Public Hearing, Discussion, Set Levy
June 10 th :	Adopt Budget, Set 2013-2014 Meeting Schedule, Year End Fiscal Adjustments, Discussion & Exploration of Structural Deficit Concerns
June – September:	Explore & Craft Solutions For Long Term Structural Deficit Concerns

✓ **WATER – SEWER ISSUES PENDING** (*See Individual Category*)

☐ **REHABILITATION PROGRAM** (*Status*)

Pending creation of a new plan for continuation of the Rehabilitation Program.

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

As the Council is aware, some of the elected positions have changed in Gaines Township. I'm going to let this sit a bit longer to allow the new board to acclimate before addressing it. The County WWS has it on their radar and may push in the near future to reach a resolve.

❑ **KWA** (*Presentation*)

Mr. Wright (or a representative) will be attending tonight's meeting to discuss the KWA and associated finances.

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

The Council selected the Biggby Project at the Special Meeting of February 20, 2012. Here is the revised schedule:

RFP Issued:	September 8, 2011
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:	TBD, 2013
Building Demo:	October, 2012
UST Removal:	December, 2012
Property Closing:	July, 2013
Commence Construction:	T.B.D.

Closing has been scheduled for July 10th. The property has been graded, seeded and looks great. The coffee shop plans are still undecided as of now. I'll keep the Council posted on developments.

✓ **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** (*Status*)

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. Mundy Township has officially offered its commitments to perform building services for the City and Flint Township. We continue to look into the building services consolidation.

✓ **FIRE DEPARTMENT: CONTRACT, COST RECOVERY & APPARATUS** (*Status*)

I'm back looking at the apparatus purchase. The agreement still lies dormant.

✓ **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.

✓ **MEIJER, TRAFFIC SIGNAL, COMMUNITY DONATION** (*Status*)

We're reconciling final invoices and when finished, I'll drop a copy in the packet for review. On the Meijer Community Donation, I'm working on a possible solution and will be back at the next meeting to discuss options.

✓ **MI-LCC PENDING LICENSES** (*See Individual Category*)

❑ **CLASS "C" NEW, 8013 MILLER, MONTINI** (*Status*)

The Council has referred this to the Planning Commission. The request needs review as it may be a significant change of use and accompanies a request for outdoor sales. The applicant, via his attorney, has been informed that they need a formal submission. As of yet, they have not filed with the City.

❑ **NEW SDM & SDD, 4141 MORRISH ROAD, MEIJER INC.** *(Status)*

The SDM has been issued. The SDD is still under review by MI-LCC

❑ **CLASS "C" TRANSFER, 6104 MILLER, KENDRA LLC** *(Status)*

MI-LCC.

✓ **I-69 MORRISH ROAD BRIDGE REPAIR, FLOOD RELIEF GRANT** *(Status)*

We have been awarded a \$30,000 grant from the State's Emergency Management Division from the damage that occurred during the May 4th 2012 flood. Work has been completed by the contractor, Zeller & Sons Contracting, at the bid cost of \$27,000. As soon as final invoicing is in we will submit for reimbursement under the grant.

✓ **MPSC COMPLAINT, FRONTIER v CITY** *(Status)*

I met with Frontier in late January, the meeting being quite positive. They will be formerly addressing the Council on several matters either late this month or first of July. In the meantime, they continue to repair poor workmanship locations in the overhead infrastructure. I'll keep the Council posted on developments.

✓ **MI-DEQ SCRAP TIRE GRANT** *(Status)*

The Council approved the application to the MI-DEQ for a 50% construction cost grant for public paving improvements that use recycled scrap tires in the asphalt process. We are looking at our parking lots, being Public Safety Building and the north alley lot behind Hank & Don's, as a test. The estimated total project costs are \$322,000 of which the City's match would be \$182,000 (includes design and construction engineering). We've made it past the initial application process and have been invited to continue in the process. On another note, if the grant works, then it may be something to look at for paving some of the local streets in the future.

✓ **FARMERS MARKET** *(Status)*

Underway. After a month or so in operation, I'll have Mr. Mattson report on the progress.

✓ **EVIP COMPETITIVE GRANT ASSISTANCE PROGRAM** *(Status)*

As we discussed a couple of meetings ago, we are looking at this grant source for the development of the Bristol Road property into a sports complex, with the schools. Lou has advised Rowe can do the application for \$1,200. We're going to proceed forward on the outside chance that funds may be available. I'll keep the Council posted on developments.

✓ **PARK RESERVATION REQUEST, ART GUILD** *(Status)*

The Swartz Creek Art Guild, represented by Mr. Chuck Jackson, has requested to reserve all of Elms Park on Saturday September 13th and Sunday September 14th 2014, to hold a fundraiser arts & crafts show for the guild. The matter is under review by the Park Board and the staff. A recommendation will be back before the Council in the near future.

✓ **BOARDS & COMMISSIONS** (*Resolutions*)

Included with tonight's program are re-appointments and appointments to various boards & commissions.

✓ **TAX REVERTED PROPERTY ACQUISITION** (*Resolution*)

Included with tonight's program is an agreement for the acquisition of the out lot on Hill Road.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **PERKINS LIBRARY DONATION** (*Resolution*)

Librarian Ivan Smith has informed us that the family of Mr. James Spaulding has made a donation to the library of \$775 earmarked for a garden fountain in the planter in front of the library. Mr. Svrcek is working on the details with Mr. Smith. Included with tonight's agenda is a resolution of acceptance and gratitude for the gift.

Council Questions, Inquiries, Requests and Comments

- *Additional Lighting, Miller – Fairchild Intersection.* We are back trying to get a review by Consumers Energy.
- *High School Arts Center, Construction Debris.* Still working at getting the yard cleaned up. I'll keep the Council posted.
- *Deteriorated Grain Elevator Building, Morrish at CNA Crossing.* Pending.

City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday June 24, 2013 7:00 P.M.

Resolution No. 130624-4A MINUTES – JUNE 10, 2013

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Tuesday June 10, 2013, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 130624-5A AGENDA APPROVAL

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of June 24, 2013, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 130624-6A CITY MANAGER’S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the City Manager’s Report of June 24, 2013, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion by Councilmember: _____

WHEREAS, on June 10, 2013 at a public meeting, the Swartz Creek City Council reviewed the staff recommendation to acquire parcel #58-03-576-014, the parcel being a Genesee County Treasurers' tax reverted property currently under foreclosure; and

WHEREAS, the City Council finds that a public purpose exists for the acquisition of the property, purpose being that the lot is an "out-lot" and unbuildable as defined by City Ordinance, its dimensions being ±20' frontage x ±150' depth, and further, acquisition of the lot would allow for access to public utilities from undeveloped properties along the north side of West Hill Road West of Seymour; and

WHEREAS, the City Council approved the acquisition process to obtain the lot, excerpts from the official record of minutes as follows:

TAX REVERTED PROPERTIES

City Manager Paul Bueche opened with there are twelve properties that we can inquire for three years back taxes, three houses and nine vacant parcels. One of the parcels is on Hill Rd. which could allow us a future access point to a sewer line. Mr. Bueche feels this parcel is the only one that has public purpose. The back taxes on this parcel are \$971.00.

Resolution No. 130610-11

(Carried)

*Motion by Mayor Pro Tem Abrams
Second by Councilmember Hicks.*

I Move the Swartz Creek City Council initiate the procedures to secure a property, 58-03-576-014 for public purposes.

*YES: Shumaker, Abrams, Gilbert, Hicks, Krueger.
NO: None. Motion Declared Carried.*

WHEREAS, the County Treasurers' Office requires certain conditions and stipulations relative to the acquisition of tax reverted properties by local units of government.

NOW, THEREFORE, I Move the City of Swartz Creek enter into an agreement with the Genesee County Treasurers' Office, and further, direct the Mayor Dave Krueger and City Clerk to execute the agreement on behalf of the City, agreement as follows:

NOTICE TO GENESEE COUNTY TREASURER DEBORAH L. CHERRY, THE FORECLOSING GOVERNMENTAL UNIT, OF ELECTION TO PURCHASE FORECLOSED PROPERTY

The City of Swartz Creek hereby notifies Deborah L. Cherry, Genesee County Treasurer and Genesee County Foreclosing Governmental Unit, that it intends to purchase property described as parcel 58-03-576-014, also known as Hill Rd, which property is located in Swartz Creek, Michigan, for a public purpose. The purchase price is \$971.01, which amount is the minimum bid as that term is defined in MCL 211.78m (11).

The public purpose for which the property is being purchased is:

Acquisition as an easement with access to a 10" sewer line located on the south side of the property. The lot is unbuildable based on dimensions, being ±20' frontage x ±150' depth

The City of Swartz Creek agrees that this Notice will be filed with the Genesee County Register of Deeds and that the City of Swartz Creek will notify the Foreclosing Governmental Unit at least seven days before the event if it ever sells or transfers to a third party all or any part of the above described property. Further, the City of Swartz Creek understands and agrees that if it should ever sell the purchased property above described for an amount in excess of the minimum bid and all costs incurred relating to demolition, renovation, improvements, or infrastructure development, the excess amount shall be returned to the Genesee County Treasurer for deposit into the delinquent tax property sales proceeds account for the year in which the property was purchased by the City of Swartz Creek.

Upon the request of the Foreclosing Governmental Unit the City of Swartz Creek shall provide without cost to the Foreclosing Governmental Unit information requested regarding any subsequent sale or transfer of the above described property. The information shall be provided within seven days of receipt of the request.

This election by the City of Swartz Creek is made subject to any prior right of election vested in the State of Michigan.

The City of Swartz Creek understands that neither Genesee County nor Deborah L. Cherry, either individually and/or as Genesee County Treasurer and/or as the Foreclosing Governmental Unit, makes any warranty of any kind as to the title transferred to the City of Swartz Creek and will not indemnify, defend, save nor hold harmless the City of Swartz Creek from any or all claims, liabilities, damages, losses, suits, fines, penalties, demands or expenses, including costs of suit and attorney fees, incurred by the City of Swartz Creek because of or related to its election to purchase the property above described.

The City of Swartz Creek agrees to indemnify, defend, save and hold harmless Genesee County and Deborah L. Cherry, individually and/or as Genesee County Treasurer and/or as Foreclosing Governmental Unit, from any and all claims, liabilities, damages, losses, suits, fines, penalties, demands and expenses, including costs of suit and attorney fees, which Genesee County and/or Deborah L. Cherry, individually and/or as Genesee County Treasurer and/or as Foreclosing Governmental Unit incurred because of or related to the election of the City of Swartz Creek to purchase the property above described.

Attached to this notice is a copy of the resolution authorizing the purchase which resolution incorporates the indemnification of Genesee County and Deborah L. Cherry.

Date: _____

David Krueger, Mayor

Date: _____

Juanita Aguilar, City Clerk



Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 130624-8B - 8K BOARDS & COMMISSION APPOINTMENTS

Motion by Councilmember: _____

I Move the Swartz Creek City Council concur with the Mayor and City Council appointments as follows:

- | | | |
|-------------------|---|------------------------|
| #130624-8B | COUNCIL RE-APPOINTMENT: Board of Review
Three-Year Term Expiring June 30, 2016 | WANDA TYLER |
| #130624-8C | MAYOR APPOINTMENT: Fire Board Vacancy
City Citizen Representative
Term Expiring November 10, 2014 | _____ ? _____ |
| #130624-8D | MAYOR APPOINTMENT: Local Officer
Compensation Commission, Fill Vacancy
Remainder of Three-Year Term
Expiring September 30, 2013 | _____ ? _____ |
| #130624-8E | MAYOR APPOINTMENT: Local Officer
Compensation Commission,
Remainder of Three-Year Term
Expiring September 30, 2014 | RONALD SCHULTZ |
| #130624-8F | MAYOR APPOINTMENT: Local Officer
Compensation Commission,
Remainder of Four-Year Term
Expiring September 30, 2015 | DAVID ALEXANDER |
| #130624-8G | MAYOR APPOINTMENT: Local Officer
Compensation Commission,
Remainder of Three-Year Term
Expiring September 30, 2014 | TOMMY BUTLER |
| #130624-8H | MAYOR APPOINTMENT: Parks & Recreation
Advisory Board Vacancy
Remainder of Three-Year Term
Expiring December 31, 2015 | EDNA GILBERT |
| #130624-8I | MAYOR APPOINTMENT: Parks & Recreation
Advisory Board Vacancy, Alternate
Remainder of Three-Year Term
Expiring December 31, 2015 | LARRY CUMMINGS |
| #130624-8J | MAYOR RE-APPOINTMENT: Planning Commission
Three-Year Term expiring June 30, 2016 | KATHY RIDLEY |
| #130624-8K | MAYOR RE-APPOINTMENT: Planning Commission
Three-Year Term expiring June 30, 2016 | BUD GRIMES |

Motion by Councilmember: _____

I Move the City of Swartz Creek, with sincere gratitude; accept the donation from the family of Mr. James Spaulding, for the purchase and installation of a garden fountain at the Perkins Library Complex, and direct the staff to send a letter of thanks and appreciation.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

City of Swartz Creek
Regular Council Meeting Minutes
Of the Meeting Held
Tuesday June 10, 2013 7:00 P.M.

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE COUNCIL MEETING
DATE 6/10/2013

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

Invocation and Pledge of Allegiance to the Flag.

Councilmembers Present: Abrams, Gilbert, Hicks, Krueger, Shumaker.

Councilmembers Absent: Hurt, Porath.

Staff Present: City Manager Paul Bueche, City Clerk Juanita Aguilar, Director Public Service Tom Svrcek, City Attorney Mike Gildner.

Others Present: Boots Abrams, Bob Plumb, Tommy Butler, Brent Cole, Peggy & Richard Mattson, Sharon Shumaker, Ron Schultz, William Tabacchi, James Washington.

Resolution No. 130610-01

(Carried)

Motion by Mayor Pro Tem Abrams
Second by Councilmember Shumaker

I Move the Swartz Creek City Council excuse the absence of Councilmember Hurt he is on vacation.

YES: Gilbert, Hicks, Krueger, Shumaker, Abrams.
NO: None. Motion Declared Carried.

APPROVAL OF MINUTES

Resolution No. 130610-02

(Carried)

Motion by Mayor Pro Tem Abrams
Second by Councilmember Shumaker

I Move the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting, held Tuesday, May 28, 2013 to circulated and placed on file.

YES: Hicks, Krueger, Shumaker, Abrams, Gilbert, Hicks.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 130610-03

(Carried)

Motion by Councilmember Shumaker
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approves the Agenda, as amended, for the Regular Council Meeting of June 10, 2013, to be circulated and placed on file.

YES: Krueger, Shumaker, Abrams, Gilbert, Hicks.
NO: None. Motion Declared Carried.

REPORTS AND COMMUNICATIONS:

City Manager's Report

Resolution No. 130610-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the City Manager's Report of June 10, 2013, to be circulated and placed on file.

YES: Krueger, Shumaker, Abrams, Gilbert, Hicks.
NO: None. Motion Declared Carried.

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

MEETING OPENED TO THE PUBLIC:

Mr. James Washington, ITT Tech

Presentation

Mayor Pro Tem introduced James Washington from ITT who has a presentation.

Mr. Washington wanted to thank Mayor Krueger for the invitation to the meeting, and thanked Mayor Pro Tem Abrams for attending their Memorial Day celebration last year. He expressed they want to collaborate with City of Swartz Creek in our Parks System with their students working with us in any way they can assist.

William Tabbachi, resident at 5313 Valleyview Dr., would like to know when the Biggby Coffee and the Taco Bell is going to open. City Manager Paul Bueche responded that the Taco Bell construction will start this summer, Biggby won't open probably until next summer and that is speculation.

COUNCIL BUSINESS:

ACCEPT & COMMIT, 2014-2017 TRANSPORTATION IMPROVEMENT PROGRAM

Resolution No. 130610-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Shumaker

WHEREAS, the City of Swartz Creek is a Local Governmental Unit and recognized Street Authority eligible to receive funding from the Michigan Department of Transportation and the Federal Highway Administration; and

WHEREAS, the City of Swartz Creek is a member of the Genesee County Metropolitan Planning Alliance, an urban transportation planning cooperative charged with allocating funds to eligible street authorities in Genesee County; and

WHEREAS, the City of Swartz Creek has identified a need to make repairs to the following streets within its Major Street System:

1. Miller Road between Morrish and Elms, mill and resurface 1.2 miles
2. Miller Road between Tallmadge and Dye, mill and resurface 1.2 miles
3. Fairchild, Winston, Worchester and Cappy, mill and resurface .84 miles.

WHEREAS, the Genesee County Metropolitan Alliance and the Swartz Creek City Council have considered the making of such repairs and improvements in open session following the review of documents and the hearing of comments on the need, from the city’s engineer, staff and from the public; and

WHEREAS, the Genesee County Metropolitan Alliance have set a funding schedule for its 2014-2017 Traffic Improvement Program (“TIP”), the plan including the following streets and corresponding cost estimates:

<i>Year</i>	<i>Project</i>	<i>Limits</i>	<i>Phase</i>	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
2014	Miller Road	Morrish Road to Elms Road	Design	\$71,553	-	\$17,888	\$89,441
2014	Miller Road	Tallmadge Court to Dye Road	Design	\$71,865	-	\$17,966	\$89,831
2015	Miller Road	Morrish Road to Elms Road	Construction	\$814,272	-	\$203,568	\$1,017,840
2015	Miller Road	Tallmadge Court to Dye Road	Construction	\$817,825	-	\$204,456	\$1,022,281
2017	Fairchild, Winston, Worchester Cappy	Miller Road to Miller Road	Construction	\$102,904	-	\$535,417	\$638,321

TOTAL: \$1,878,419 \$979,295 \$2,857,714

NOW, THEREFORE, BE IT RESOLVED that the City of Swartz Creek hereby accept and endorse the 2014-2017 Genesee County Metropolitan Alliance Traffic Improvement Program Plan, inclusive of the City of Swartz Creek streets identified within and included in the TIP Plan, and further, to pledge the local match estimated to be \$979,295, funds to be the responsibility of the City of Swartz Creek.

BE IT FURTHER RESOLVED, that the City of Swartz Creek direct its staff to seek and secure bids for engineering services in accordance with the Qualified Bid Selection Process (“QBS”) in compliance with rules promulgated by the Michigan Department of

Transportation (“MDOT”) and the Federal Highway Administration (“FHA”), and bring all such findings and results back to the City Council for review and decision.

YES: Shumaker, Abrams, Gilbert, Hicks, Krueger.

NO: None. Motion Declared Carried.

ADOPT 2013-2014 FISCAL YEAR BUDGET

Resolution No. 130610-06

(Carried)

Motion by Mayor Pro Tem Abrams
Second by Councilmember Shumaker

I Move the Swartz Creek City Council, in accordance with the General Appropriations and Uniform Budgeting Act, adopt the proposed 2013-2014 Fiscal Budget based upon the following Summer Tax Levies:

General Operating Levy:	4.8289 Mills
Sanitation Levy:	<u>2.3500 Mills</u>
Total:	7.1789 Mills

101 General Fund		
	Estimated Revenues	Adopted
General Fund Estimated Operating Revenues		1,713,753
General Fund Estimated Project Revenues		15,849
Total General Fund Estimated Revenues		1,729,602
	Appropriations	Adopted
General Government Activities 101-299		383,475
Public Safety Activities 301-399		1,046,100
Public Works Activities 400-799		577,222
Other Government Activities 800-999		69,981
Total General Fund Operating Appropriations		2,076,778
Total General Fund Project Appropriations		30,066
Total General Fund Appropriations		2,106,844
Effect on General Fund's Fund Balance		(377,242)
		Estimated Beg Fund Balance
		1,338,595
		Estimated Ending Fund Balance
		961,353
202 Major Streets Fund		
	Estimated Revenues	Adopted
Major Streets Fund Estimated Operating Revenues		275,039
Major Streets Fund Estimated Project Revenues		4,000
Total Major Streets Fund Estimated Revenues		279,039
	Appropriations	Adopted
General Government Activities 101-299		500
Public Safety Activities 301-399		0
Public Works Activities 400-799		141,221
Other Government Activities 800-999		0
Total Major Streets Fund Operating Appropriations		141,721
		Estimated Beg Fund Balance

Total Major Streets Fund Project Appropriations	149,872	718,381
Total Major Streets Fund Appropriations	291,593	
		Estimated Ending Fund Balance
Effect on Major Streets Fund's Fund Balance	(12,554)	705,827
203 Local Streets Fund		
Estimated Revenues	Adopted	
Local Streets Fund Estimated Operating Revenue	82,945	
Local Streets Fund Estimated Project Revenue	16,000	
Total Local Streets Fund Estimated Revenue	98,945	
Appropriations	Adopted	
General Government Activities 101-299	500	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	112,543	
Other Government Activities 800-999	0	
Total Local Streets Fund Operating Appropriations	113,043	Estimated Beg Fund Balance
Total Local Streets Fund Project Appropriations	33,500	85,517
Total Local Streets Fund Appropriations	146,543	
		Estimated Ending Fund Balance
Effect on Local Streets Fund's Fund Balance	(47,598)	37,919
226 Garbage Fund		
Estimated Revenues	Adopted	
Garbage Fund Estimated Operating Revenue	344,631	
Garbage Fund Estimated Project Revenue	0	
Total Garbage Fund Estimated Revenue	344,631	
Appropriations	Adopted	
General Government Activities 101-299	89,070	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	368,253	
Other Government Activities 800-999	20,332	
Total Garbage Fund Operating Appropriations	477,655	Estimated Beg Fund Balance
Total Garbage Fund Project Appropriations	0	387,332
Total Garbage Fund Appropriations	477,655	
		Estimated Ending Fund Balance
Effect on Garbage Fund's Fund Balance	(133,024)	254,308
248 Downtown Development Authority Fund		
Estimated Revenues	Adopted	
DDA Fund Estimated Operating Revenue	1,280	
DDA Fund Estimated Project Revenue	1,000	
Total DDA Fund Estimated Revenue	2,280	
Appropriations	Adopted	
General Government Activities 101-299	6,750	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	0	
Other Government Activities 800-999	0	
Total DDA Fund Operating Appropriations	6,750	Estimated Beg Fund Balance

Total DDA Fund Project Appropriations	2,500	36,443
Total DDA Fund Appropriations	9,250	
		Estimated Ending Fund Balance
Effect on Local Streets Fund's Fund Balance	(6,970)	29,473
265 Drug Enforcement Fund		
Estimated Revenues	Adopted	
Drug Enforcement Fund Estimated Operating Revenue	0	
Drug Enforcement Fund Estimated Project Revenue	0	
Total Drug Enforcement Estimated Revenue	0	
Appropriations	Adopted	
General Government Activities 101-299	0	
Public Safety Activities 301-399	11,966	
Public Works Activities 400-799	0	
Other Government Activities 800-999	0	
Total Drug Enforcement Fund Operating Appropriations	11,966	Estimated Beg Fund Balance
Total Drug Enforcement Fund Project Appropriations	0	14,121
Total Drug Enforcement Fund Appropriations	11,966	
		Estimated Ending Fund Balance
Effect on Drug Enforcement Fund's Fund Balance	(11,966)	2,154
275 Senior Citizens Fund		
Estimated Revenues	Adopted	
Senior Citizens Fund Estimated Operating Revenue	0	
Senior Citizens Fund Estimated Project Revenue	0	
Total Senior Citizens Estimated Revenue	0	
Appropriations	Adopted	
General Government Activities 101-299	0	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	2	
Other Government Activities 800-999	0	
Total Senior Citizens Fund Operating Appropriations	2	Estimated Beg Fund Balance
Total Senior Citizens Fund Project Appropriations	0	2
Total Senior Citizens Fund Appropriations	2	
		Estimated Ending Fund Balance
Effect on Senior Citizens Fund's Fund Balance	(2)	0
350 City Hall Debt Fund		
Estimated Revenues	Adopted	
City Hall Debt Fund Estimated Revenue	81,353	
Total City Hall Debt Fund Estimated Revenue	81,353	
Appropriations	Adopted	
General Government Activities 101-299	0	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	0	
Other Government Activities 800-999	81,330	Estimated Beg Fund Balance
Total City Hall Debt Fund Appropriations	81,330	2,466
		Estimated Ending Fund Balance

Effect on City Hall Debt Fund's Fund Balance	23	2,489
401 Capital Projects Fund		
Estimated Revenues	Adopted	
Capital Project Fund Estimated Operating Revenue	0	
Capital Project Fund Estimated Project Revenue	0	
Total Capital Projects Fund Estimated Revenue	0	
Appropriations	Adopted	
General Government Activities 101-299	0	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	0	
Other Government Activities 800-999	0	
Total Capital Projects Fund Operating Appropriations	0	Estimated Beg Fund Balance
Total Capital Projects Fund Project Appropriations	0	0
Total Capital Projects Fund Total Appropriations	0	
		Estimated Ending Fund Balance
Effect on Capital Projects Fund's Fund Balance	0	0
402 Fire Equipment Replacement Fund		
Estimated Revenues	Adopted	
Fire Equipment Replacement Fund Est Operating Revenue	150	
Fire Equipment Replacement Fund Est Project Revenue	0	
Total Fire Equip Replacement Fund Est Revenue	150	
Appropriations	Adopted	
General Government Activities 101-299	0	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	0	
Other Government Activities 800-999	0	
Total Fire Equip Replacement Fund Operating Approp	0	Estimated Beg Fund Balance
Total Fire Equip Replacement Fund Project Approp	0	81,649
Total Fire Equip Replacement Fund Approp	0	
		Estimated Ending Fund Balance
Effect on Fire Equip Replacement Fund's Fund Balance	150	81,799
590 Water Supply Fund		
Estimated Revenues	Adopted	
Water Supply Fund Estimated Operating Revenue	1,510,592	
Water Supply Fund Estimated Project Revenue	0	
Total Water Supply Fund Estimated Revenue	1,510,592	
Appropriations	Adopted	
General Government Activities 101-299	135,460	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	1,319,478	
Other Government Activities 800-999	28,832	
Total Water Supply Fund Operating Appropriations	1,483,770	Estimated Beg Fund Balance
Total Water Supply Fund Project Appropriations	0	1,085,109
Total Water Supply Fund Appropriations	1,483,770	
		Estimated Ending Fund Balance

Effect on Water Supply Fund's Fund Balance	26,822	1,111,931
591 Sanitary Sewer Fund		
Estimated Revenues	Adopted	
Sanitary Sewer Fund Estimated Operating Revenue	1,088,427	
Sanitary Sewer Fund Estimated Project Revenue	0	
Total Sanitary Sewer Fund Estimated Revenue	1,088,427	
Appropriations	Adopted	
General Government Activities 101-299	135,838	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	799,447	
Other Government Activities 800-999	86,206	
Total Sanitary Sewer Fund Operating Appropriations	1,021,491	Estimated Beg Fund Balance
Total Sanitary Sewer Fund Project Appropriations	125,000	2,067,578
Total Sanitary Sewer Fund Appropriations	1,146,491	
		Estimated Ending Fund Balance
Effect on Sanitary Sewer Fund's Fund Balance	(58,064)	2,009,514
661 Motor Pool Fund		
Estimated Revenues	Adopted	
Motor Pool Fund Estimated Operating Revenue	147,260	
Motor Pool Fund Estimated Project Revenue	0	
Total Motor Pool Fund Estimated Revenue	147,260	
Appropriations	Adopted	
General Government Activities 101-299	19,563	
Public Safety Activities 301-399	80,100	
Public Works Activities 400-799	117,161	
Other Government Activities 800-999	0	
Total Motor Pool Fund Operating Appropriations	216,824	Estimated Beg Fund Balance
Total Motor Pool Fund Project Appropriations	0	207,982
Total Motor Pool Fund Appropriations	216,824	
		Estimated Ending Fund Balance
Effect on Motor Pool Fund's Fund Balance	(69,564)	138,418
Total Estimated Revenues	5,282,279	
Total All Funds Appropriations	5,972,269	

YES: Shumaker, Abrams, Gilbert, Hicks, Krueger.
NO: None. Motion Declared Carried.

SET 2013-2014 COUNCIL MEETING SCHEDULE

Resolution No. 130610-07A

(Failed)

Motion by Councilmember Shumaker
Second by Councilmember Gilbert

WHEREAS, Act 261 of the Public Acts of the State of Michigan of 1968, as amended, requires a public notice of the schedule of regular meetings of the Swartz Creek City Council be given once each calendar year or fiscal year and that said notice shall show the regular dates and times for the meeting and the place at which meetings are held; and

WHEREAS, the Act directs that notice be posted prominently at the principle office of the City of Swartz Creek or at the public building at which meetings are held or published in the newspaper of general circulation in Swartz Creek.

NOW, THEREFORE, pursuant to the Act, public notice is hereby given that regular meetings for fiscal year 2013-2014 shall be held twice each month, and further, that all meetings shall be held in the City Hall Council Chambers located at 8083 Civic Drive, Swartz Creek, Michigan, unless otherwise provided in advance by the City Council, and further, meetings shall commence at 7:00 P.M. on the following dates:

July 2013:	Monday – 8 th Monday – 22 nd	
August 2013:	Monday – 12 th Monday – 26 th	
September 2013:	Monday – 9 th Monday – 23 rd	
October 2013:	Monday – 14 th Monday – 28 th	(Columbus Day)
November 2013:	Monday – 11 th Monday – 25 th	(Veterans Day)
December 2013:	Monday – 2 nd Monday – 9 th	(One Week Earlier) (Two Weeks Earlier)
January 2014:	Monday – 13 th Monday – 27 th	
February 2014:	Monday – 10 th Monday – 24 th	
March 2014:	Monday – 10 th Monday – 24 th	
April 2014:	Monday – 14 th Monday – 28 th	
May 2014:	Monday – 12 th Tuesday - 27 th	(Monday 26 th is Memorial Day)
June 2014:	Monday – 9 th	

Monday – 23rd

BE IT FURTHER RESOLVED that the Clerk is hereby directed to post a copy of this resolution in a prominent place in the City Offices of the City of Swartz Creek.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to supply forthwith, upon request, a copy of this resolution to any newspaper of general circulation in the political subdivision in which the meeting will be held and/or to any radio or television station that regularly broadcasts into the City of Swartz Creek.

Resolution No. 130610-07B

(Carried)

Motion by Mayor Pro Tem Abrams
Second by Councilmember Gilbert

I Move the Swartz Creek City Council, to amend that the council meeting scheduled for Monday November 11, 2013 be changed to Tuesday November 12, 2013.

YES: Abrams, Gilbert, Hicks, Krueger, Shumaker.
NO: None. Motion Declared Carried

Resolution No. 130610-07C

(Amended)

Motion by Councilmember Shumaker
Second by Councilmember Gilbert

WHEREAS, Act 261 of the Public Acts of the State of Michigan of 1968, as amended, requires a public notice of the schedule of regular meetings of the Swartz Creek City Council be given once each calendar year or fiscal year and that said notice shall show the regular dates and times for the meeting and the place at which meetings are held; and

WHEREAS, the Act directs that notice be posted prominently at the principle office of the City of Swartz Creek or at the public building at which meetings are held or published in the newspaper of general circulation in Swartz Creek.

NOW, THEREFORE, pursuant to the Act, public notice is hereby given that regular meetings for fiscal year 2013-2014 shall be held twice each month, and further, that all meetings shall be held in the City Hall Council Chambers located at 8083 Civic Drive, Swartz Creek, Michigan, unless otherwise provided in advance by the City Council, and further, meetings shall commence at 7:00 P.M. on the following dates:

July 2013:	Monday – 8 th Monday – 22 nd
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	Monday – 23 rd	
October 2013 :	Monday – 14 th Monday – 28 th	(Columbus Day)
November 2013:	Tuesday- 12 th Monday – 25 th	(Monday 11 th is Veterans Day)
December 2013:	Monday – 2 nd Monday – 9 th	(One Week Earlier) (Two Weeks Earlier)
January 2014:	Monday – 13 th Monday – 27 th	
February 2014:	Monday – 10 th Monday – 24 th	
March 2014:	Monday – 10 th Monday – 24 th	
April 2014:	Monday – 14 th Monday – 28 th	
May 2014:	Monday – 12 th Tuesday - 27 th	(Monday 26 th is Memorial Day)
June 2014:	Monday – 9 th Monday – 23 rd	

BE IT FURTHER RESOLVED that the Clerk is hereby directed to post a copy of this resolution in a prominent place in the City Offices of the City of Swartz Creek.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to supply forthwith, upon request, a copy of this resolution to any newspaper of general circulation in the political subdivision in which the meeting will be held and/or to any radio or television station that regularly broadcasts into the City of Swartz Creek.

YES: Gilbert, Hicks, Krueger, Shumaker, Abrams.

NO: None. Motion Declared Carried.

2012-2013 YEAR END FISCAL ADJUSTMENTS

Resolution No. 130610-8

(Carried)

Motion by Councilmember Hicks
Second by Mayor Pro Tem Abrams

WHEREAS, Act 621 of P.A. 1978 provides for a uniform budgeting system for local units of government; and

WHEREAS, Act 275 of P.A. of 1980 further prohibits deficit spending by local units of government; and

WHEREAS, the City Council has reviewed the City's 2012 - 2013 Fiscal Year Budget and comparative year-to-date balance sheet of expenses and revenues, and finds that it is not in deficit; however, certain department activity line items may be in deficit.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby authorizes and directs the City Manager to make all necessary year-end budget adjustment amendments.

YES: Hicks, Krueger, Shumaker, Abrams, Gilbert.

NO: None. Motion Declared Carried.

ADOPT CITY-WIDE RATES, FEES AND CHARGES (WATER RATE INCREASE)

Resolution No. 130610-09

(Carried)

Motion by Councilmember Mayor Pro Tem Abrams
Second By Councilmember Hicks

WHEREAS, the City collects rates, fees, fees for permits, charges for services, cost recovery's and cost recovery for consulting services, and;

WHEREAS, such rates, fees, fees for permits, charges for services, cost recovery's and cost recovery for consulting services are a necessary and essential part of the funding for the services that the City provides, and:

WHEREAS, the City's Code of Ordinances defines and provides for certain rates, fees, fees for permits, charges for services, cost recovery's and cost recovery for consulting services, and;

WHEREAS, other such rates, fees, fees for permits, charges for services, cost recovery's and cost recovery for consulting services are provided for by resolution of the City Council, statutory provision, past practice, policy and other such actions, and

WHEREAS, the City has amended the City's Code of Ordinances to provide for various rates, fees, fees for permits, charges for services, cost recovery's and cost recovery for consulting services to be set by resolution of the City Council, and;

WHEREAS, the City has need to implement additional rates, fees, fees for permits, charges for services, cost recovery's and cost recovery for consulting services to be set by resolution of the City Council, and;

WHEREAS, the City desires to have all such rates, fees, fees for permits, charges for services, cost recovery's and cost recovery for consulting services organized into a single resolution that can be visited periodically and adjusted accordingly.

NOW, THEREFORE, Be It Resolved the City of Swartz Creek hereby sets its rates, fees, fees for permits, charges for services, cost recovery's and cost recovery for

consulting services in accordance with the following schedule, effective immediately or as soon as practical thereafter, table as follows:

CITY OF SWARTZ CREEK RATES, FEES PERMITS & CHARGES FOR SERVICES

1. Chapter 1: Municipal Ordinance Violations Bureau (Parking Fines)

The following parking violations shall be punishable by the fines indicated:

<u>Offense</u>	<u>Fine</u>
(a) Parking too far from curb	\$ 20.00
(b) Angle parking violations	\$ 20.00
(c) Obstructing traffic	\$ 20.00

Prohibited parking (signs un-necessary)

(d) On sidewalk	\$ 20.00
(e) In front of drive	\$ 20.00
(f) Within intersection	\$ 20.00
(g) Within 15 feet of hydrant	\$ 20.00
(h) On crosswalk	\$ 20.00
(i) Within 20 feet of crosswalk or 15 feet of corner lot lines	\$ 20.00
(j) Within 30 feet of street side traffic sign or signal	\$ 20.00
(k) Within 50 feet of railroad crossing	\$ 20.00
(l) Within 20 feet of fire station entrance	\$ 20.00
(m) Within 75 feet of fire station entrance on opposite side of street (signs required)	\$ 20.00
(n) Beside street excavation when traffic obstructed	\$ 20.00
(o) Double parking	\$ 20.00
(p) On bridge of viaduct or within tunnel	\$ 20.00
(q) Within 200 feet of accident where police in attendance	\$ 20.00
(r) In front of theater	\$ 20.00
(s) Blocking emergency exit	\$ 20.00
(t) Blocking fire escape or fire lane	\$ 50.00
(u) In a handicapped space	\$100.00
(v) In prohibited zone (signs required)	\$ 20.00
(w) In alley (signs required)	\$ 20.00

Parking for prohibited purpose

(x) Displaying vehicle for sale	\$ 20.00
(y) Working or repairing vehicle	\$ 20.00
(z) Displaying advertising	\$ 20.00
(aa) Selling merchandise	\$ 20.00
(bb) Storage over 48 hours	\$ 20.00
(cc) Wrong side boulevard roadway	\$ 20.00
(dd) Loading zone violation	\$ 20.00
(ee) Bus, parking other than bus stop	\$ 20.00
(ff) Taxicab, parking other than cab stand	\$ 20.00
(gg) Bus, taxicab stand violations	\$ 20.00
(hh) Failure to set brakes	\$ 20.00
(ii) Parked on grade wheels not turned to curb	\$ 20.00
(jj) Parked on lawn extension within right of way	\$ 20.00

All \$20.00 violations not paid within 20 days will be assessed a \$10.00 late fee.

2. **Chapter 2: Liability for Expense of an Emergency Operation (Hazardous Materials Cleanup Cost Recovery)**

Cost shall be actual expenses inclusive of all Police & Fire Department wages, equipment and motor-pool and / or any sub-contracted actual expenses associated with hazardous materials clean-up.

3. **Chapter 2: Liability for Expense of an Emergency Response (Alcohol Related Arrests, Accidents)**

A. A cost of \$150 shall be assessed to each defendant convicted of O.U.I.L. – O.U.I.D or O.W.I. The cost recovery shall be collected as a part of the fines and costs set by the 67th District Court.

B. Actual costs shall be assessed to each defendant convicted of O.U.I.L. – O.U.I.D or O.W.I. in which a motor vehicle accident occurred. The cost recovery shall be collected as a part of the fines and costs set by the 67th District Court. In the event the court declines collection, they shall be billed direct to the defendant.

C. For the purpose of determining costs for extensive investigation and cleanup recovery for emergency response for alcohol related arrests and accidents, the following table shall be used:

Police Personnel	\$40	Per Hour
Police Clerical	30	Per Hour
Police Car	15	Per Hour
Fire Personnel	20	Per Hour
Fire Pumper	250	Per Hour
Fire Support Vehicles	100	Per Hour

4. **Chapter 5: Cemetery Lots - Purchase**

The cost for purchase of cemetery lots will be \$100.00 per lot.

5. **Chapter 5: Cemetery, Charges for Grave Openings, etc.**

Grave openings shall be actual costs, either as sub-contracted or performed by City Employees, plus a 15% administrative fee.

6. **Chapter 11: Park Reservation Fees**

<u>Elms Park</u>	
Pavilion #1	\$ 70.00
Pavilion #2	\$ 120.00
Pavilion #3	\$ 70.00
Pavilion #4	\$ 120.00
<u>Winshall Park</u>	
Pavilion #1	\$ 70.00
Pavilion #2	\$ 70.00
Pavilion #3	\$ 70.00

7. **Chapter 15: Permit, Sidewalk Installation**

\$25.00

8. **Chapter 15: Permit for Excavation, Right of Way or Other City Property**

\$100.00

9. **Chapter 19: Water System Use, Rates and Charges**

(A) Charges for water supply services to premises within the city connected with the water supply system shall be as follows:

Rates for Quarterly Billings

Readiness to serve charge

5/8", 3/4", 1"	\$47.45
1.5"	\$200.70
2"	\$321.12
3"	\$602.10
6"	\$2,007.00

Commodity charge (per 100 cubic feet of water consumed): \$3.88

Additional meters, connected for the exclusive purpose of registering water consumed and NOT returned to the sewer system shall be charged the commodity charge only (example: lawn sprinkler system).

(B) Any water customer may have water services temporarily shut off for any time period during which the premises, for which the water service is provided, will be unoccupied. The request for such shut off shall be made in writing on forms to be provided by the city. The written request shall specify the reason for the shut off and the date on which the water service shall be shut off.

(C) There shall be a Twenty Dollar (\$20.00) charge for shutting off the water service pursuant to such request and a Twenty Dollar (\$20.00) charge for turning the water service back on, if the shut off or turn on is performed during normal business hours. If this shut off or turn on is performed outside of normal business hours, the charge shall be One-Hundred Dollars (\$100.00). Such charges shall also apply if water is shut off or turned back on pursuant to account delinquency. The City Manager may waive shut off and turn on fees for reasonable cause.

(D) Water customers shall continue to be billed for a readiness to service charge while connected to the system.

(E) Bulk water sales shall be in accordance with the following fee schedule:

Bulk Water Purchases

1 cubic ft. = 7.4805
Gallons

Gallons	Cubic ft.	Cost	
3,740	499.96658	\$83.17	(minimum charge)
5,000	668.40452	\$91.10	
10,000	1336.809	\$122.68	
15,000	2005.2136	\$154.21	
20,000	2673.6181	\$185.78	

10. Chapter 19: Water & Sewer Tap Fees

(A) There shall be paid, with respect to all premises connecting to the water and sanitary sewer system of the city, a tap-in fee pursuant to the following schedules:

- (1) Single-family residence--\$1,500 each for water & sanitary sewer
- (2) Multiple-family residence--\$1,500 per unit each for water and sanitary sewer

(B) All other uses connecting to the water and/or sanitary sewer system of the city shall be required to pay tap-in fees at the rate of one-thousand, five hundred dollars (\$1,500) per unit factor, pursuant to the unit factor table provided for by the Genesee County Division of Water and Waste. In no case shall tap-in fees be less than one-thousand, five hundred dollars (\$1,500).

(C) Furthermore, for any structure used generally for more than one (1) purpose, connection fees shall be determined by applying the appropriate unit factors as set by the Genesee County

Division of Water and Waste, to the various uses on any level, grade or sub-grade plane of the structure, provided that it is intended that the fees so derived shall be cumulative. Tap fees shall also apply for any additional units that may be calculated and applied by the County WWS pursuant to change in use or otherwise.

11. Chapter 19: Sanitary Sewer Rates

Rates for Quarterly Billings

Readiness to serve charge (per metered account):	\$48.70
Readiness to serve charge (non-metered accounts):	\$119.58
Commodity charge (per 100 cubic feet of water consumed):	\$1.57

A readiness to serve charge equal to the number of calculated sewer units shall be charged to all customers connected to the city's sewer system to offset fixed costs of system operation. In addition, a commodity charge shall be applied to the sewer bill in an amount equal to the above rate multiplied by the number of ccf that the accompanying water account registers. If the sewer connection is not accompanied by a water meter to register water usage, the charge shall be considered non-metered and no commodity charge shall be applied.

For the purposes of determining sanitary sewer rates, per unit sewage disposal calculations resulting in a fraction of a whole number shall be rounded up to the next highest whole number.

12. Chapter 20: Weed Cutting Fees

\$300 per cut

13. Building & Trade Inspection Fees

A. Building Permit Fees: Appendix A 21.06

\$50.00 for first \$1,000 value \$5.00 per \$1,000 thereafter and \$50.00 for a one-time Inspection fee.

B. Electrical Inspection Fees

Application Fee (non-refundable) \$50

Service

Through 200 Amp.	\$10
Over 200 Amp. thru 600 Amp.	\$15
Over 600 Amp. thru 800 Amp.	\$20
Over 800 Amp. thru 1200 Amp.	\$25
Over 1200 Amp. (GFI only)	\$50
Circuits	\$5
Lighting Fixtures-per 25	\$6
Dishwasher	\$5
Furnace-Unit Heater	\$5
Electrical-Heating Units (baseboard)	\$4
Power Outlets (ranges, dryers, etc.)	\$7

Signs

Unit	\$10
Letter	\$15
Neon-each 25 feet	\$20
Feeders-Bus Ducts, etc.-per 50'	\$6
Mobile Home Park Site	\$6
Recreational Vehicle Park Site	\$4

K.V.A. & H.P.

Units up to 20	\$6
Units 21 to 50 K.V.A. or H.P.	\$10

Units 51 K.V.A. or H.P. & over	\$12
<u>Fire Alarm Systems (excl. smoke detectors)</u>	
Up to 10 devices	\$50
11 to 20 devices	\$100
Over 20 devices	\$5 each
<u>Data/Telecommunication Outlets</u>	
1-19 devices	\$5 each
20-300 devices	\$100
Over 300 devices	\$300
Energy Retrofit-Temp. Control	\$45
Conduit only or grounding only	\$45
<u>Inspections</u>	
Special/Safety Insp. (includes cert. fee)	\$50
Additional Inspection	\$50
Final Inspection	\$50
Certification Fee	\$20
C. Mechanical Inspection Fees	
Application Fee (non-refundable)	\$50
<u>Residential Heating System</u> (includes duct & pipe, new building only)	
Gas/Oil Burning Equipment (furnace, roof top units, generators)	\$50
Boiler	\$30
Water Heater	\$30
Damper	\$5
Solid Fuel Equip. (includes chimney)	\$5
Gas Burning Fireplace	\$30
Chimney, factory built (installed separately)	\$30
Solar; set of 3 panels-fluid transfer (includes piping)	\$25
Gas piping; each opening-new installation (residential)	\$20
Air Conditioning (includes split systems)	\$5
RTU-Cooling only	\$30
Heat Pumps (complete residential)	\$30
Dryer, Bath & Kitchen Exhaust	\$5
<u>Tanks</u>	
Aboveground	\$20
Aboveground Connection	\$20
Underground	\$25
Underground Connection	\$25
Humidifiers/Air Cleaners	\$10
<u>Piping-minimum fee \$25</u>	
Piping	\$.05/ft
Process piping	\$.05/ft
Duct-minimum fee \$25	\$.10/ft
Heat Pumps; Commercial (pipe not included)	\$20
<u>Air Handlers/Heat Wheels</u>	
Under 10,000 CFM	\$20
Over 10,000 CFM	\$60

Commercial Hoods/Exhausters	\$15
Heat Recovery Units	\$10
V.A.V. Boxes	\$10
Unit Ventilators	\$10
Unit Heaters (terminal units)	\$15

Fire Suppression/Protection

(includes piping) –minimum fee \$20	\$.75/head
Evaporator Coils	\$30
Refrigeration (split system)	\$30
Chiller	\$30
Cooling Towers	\$30
Compressor/Condenser	\$30

Inspections

Special/Safety Insp. (includes cert. fee)	\$50
Additional Inspection	\$50
Final Inspection	\$50
Certification Fee	\$20

D. Plumbing Inspection Fees

Application Fee (non-refundable)	\$50
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Mobile Home Park Site

Fixtures, floor drains, special drains,	\$5 each
Water connected appliances	\$5 each
Stacks (soil, waste, vent and conductor)	\$3 each
Sewage ejectors, sumps	\$5 each
Sub-soil drains	\$5 each

Water Service

Less than 2"	\$5
2" to 6"	\$25
Over 6"	\$50
Connection (bldg. drain-bldg. sewers)	\$5

Sewers (sanitary, storm or combined)

Less than 6"	\$5
6" and Over	\$25
Manholes, Catch Basins	\$5 each

Water Distributing Pipe (system)

¾" Water Distribution Pipe	\$5
1" Water Distribution Pipe	\$10
1 ¼" Water Distribution Pipe	\$15
1 ½" Water Distribution Pipe	\$20
2" Water Distribution Pipe	\$25
Over 2" Water Distribution Pipe	\$30
Reduced pressure zone back-flow preventer	\$5 each
Domestic water treatment and filtering equipment only	\$5
Medical Gas System	\$45

Inspections

Special/Safety Insp. (includes cert. fee)	\$50
Additional Inspection	\$50
Final Inspection	\$50
Certification Fee	\$20

14. Appendix B: Franchises

\$250 application fee plus actual expenses related to preparation by City Attorney.

15. Miscellaneous Fees

A. *Copies:*

Black & White: 50¢ for the first page & 10¢ for each additional page.

Color or Mixed Color and Black & White: 50¢ for the first page & 20¢ for each additional page.

B. *Freedom of Information Act Requests:*

50¢ for the first page and 10¢ for each additional page (20¢ for color or mixed color and black & white) plus all actual costs for outside re-production (i.e. photo re-prints, blueprint copies, etc.). Extensive search requests shall have an additional per hour fee equal to wages only of the lowest paid clerical position employed with the City.

C. *Police Reports:*

\$5 for copies under 6 pages, 10¢ for each page thereafter. Extensive research, reproduction costs, etc. shall be charged in accordance with F.O.I.A. requests.

D. *Gun Registrations, Permits & Safety Inspections:*

No Charge

E. *Towing & Impound Fees:*

\$100 for each vehicle towed as incidental to arrest or other civil custody. \$100 for each vehicle towed as abandoned. The Chief of Police may, at his/her discretion, waive any towing fee when in his/her opinion, special circumstance exists. A report shall be filed when any such action is taken.

F. *Weddings:*

\$25 per ceremony

G. *Fax Services:*

50¢ per page for the first 10 pages, then \$.10 per page thereafter

H. *Notary Services:*

\$5.00 per item

I. \$25 each for any check returned unpaid for account insufficient, closed or stopped

16. Chapter 13 & 16: Development Plans, Administrative Fees, Subdivision Site Plan & Review Fees

A. Site Plan Review:

Single & Multiple-Family (non-plat)	\$300 plus \$5.00 per lot
Cluster Housing Development	\$300 plus \$5.00 per unit
Mobile Home Park	\$400 plus \$5.00 per unit
Commercial Development	\$450 plus \$50.00 per acre/fraction
Industrial Development	\$400 plus \$50.00 per acre/fraction
Office Development	\$350 plus \$50.00 per acre/fraction
Institutional	\$300 plus \$50.00 per acre/fraction
Public/semi-public uses	\$300 plus \$50.00 per acre/fraction
Special Approval or Conditional Use	\$250 plus \$5.00 per acre/fraction
PUD/Mixed Use Review	\$500 plus \$50.00 per acre/fraction Consulting
Fees (All Reviews)	Actual consultant costs
Revisions	½ of original review fee

B. Building and Zoning:

Swimming Pool Permit	\$25
Zoning Permit	\$25

Sidewalk Permit	\$25
Sign Permit	See Building Permits
Structure Movement Permit	\$95
Demolition Permit (Including ROW Permit)	\$150
Right of Way Permit	\$100
Home Occupation Permit	\$95
Variance Review	\$250 per variance
Lot Split/Combination: City Ordinance Section 16.2	\$150 plus \$5.00 per lot
Public or Private Road Plan Reviews	\$400 per mile/fraction
Consulting Fees	Actual consultant costs
Zoning Code	\$10 CD, \$25 Paper Copy
Engineering Standards Manual	\$10 CD, \$25 Paper Copy

C. <u>Subdivision Review</u>	
Preliminary Subdivision Review-Tentative	\$300 plus \$5.35 per lot
Preliminary Subdivision Review- Final	\$160 plus \$2.70 per lot
Final Plat Review	\$160 plus \$1.00 per lot

17. Chapter 1: Municipal Civil Infraction Fines

Civic Infraction Citation Fines:

First Offense	\$100
Second Offense	\$200
Third Offense	\$300

Civic Infraction Notice Fines:

First Offense	\$75
Second Offense	\$150
Third Offense	\$250

ADOPTION & REVISION HISTORY:

Resolution No. 050711-07	Dated July 11, 2005
Resolution No. 100208-06	Dated February 8, 2010
Resolution No. 101206-04	Dated December 6, 2010 (Water-Sewer-RTS)
Resolution No. 111114-05	Dated November 14, 2011 (Park Fees)
Resolution No. 110613-07	Dated June 13, 2011 (Water Fees)
Resolution No. 120611-05	Dated June 11, 2012 (Water Fees)
Resolution No. 120709-05	Dated July 9, 2012 (Bulk Water Fees)
Resolution No. 130610-8E	Dated June 10, 2013 (Water Fees)

YES: Krueger, Shumaker, Abrams, Gilbert, Hicks.

NO: None. Motion Declared Carried.

PARADE – STREET USAGE PERMIT, CITY OF SWARTZ CREEK

Resolution No. 130610-10

(Carried)

Motion by Councilmember Shumaker
Second by Councilmember Gilbert

I Move the Swartz Creek City Council on behalf of the City of Swartz Creek, approve and authorize the Swartz Creek Veterans Committees' application for street usage – parade permit for Friday, June 14, 2013 from 6:00 p.m. until 6:30 p.m. for purposes of

conducting a parade, route to be south on Frederick Street, west on Miller Road, north on Fortino Drive to the Civic Veterans Memorial Park, under the following stipulations:

1. Under the insurance policy of the City.
2. No objects of any kind to be thrown or handed from, to or at any vehicle, trailer, float, or similar, or from any pedestrian, and further, that the Veterans Committee establish and maintain a list of all participants and/or entries in the parade that identifies a contact person, such contact to be informed by the Veterans Committee of the stipulation and motor vehicle code enforcement actions for violations thereof.
3. General approval, and under the direction and control of the Office of the Chief of Police.

YES: Shumaker, Abrams, Gilbert, Hicks, Krueger.

NO: None. Motion Declared Carried

TAX REVERTED PROPERTIES

City Manager Paul Bueche opened with there are twelve properties that we can inquire for three years back taxes, three houses and nine vacant parcels. One of the parcels is on Hill Rd. which could allow us a future access point to a sewer line. Mr. Bueche feels this parcel is the only one that has public purpose. The back taxes on this parcel are \$971.00.

Resolution No. 130610-11

(Carried)

Motion by Mayor Pro Tem Abrams
Second by Councilmember Hicks.

I Move the Swartz Creek City Council initiate the procedures to secure a property, 58-03-576-014 for public purposes.

YES: Shumaker, Abrams, Gilbert, Hicks, Krueger.

NO: None. Motion Declared Carried.

MEETING OPEN TO PUBLIC:

Tommy Butler resident at 40 Somerset, commented on the ITT speaker earlier and thought it was great to see the interest in helping the community. Mr. Butler also asked if any of the properties mentioned earlier up for tax reverted properties, if any would be worth making into community gardens. Mayor Krueger responded that these properties are wooded and swampy lots. Mr. Bueche also commented there is no water source on those properties.

REMARKS BY COUNCILMEMBERS:

Councilmember Shumaker wanted everyone to know on Friday June 14, 2013 at 6:00 p.m. the Veterans Parade and unveiling of a statue is taking place.

Councilmember Hicks asked about the article in paper about Land Bank properties in Swartz Creek. City Manager, Mr. Bueche explained the procedures.

Councilmember Gilbert made some comments about one of the tax reverted properties.

Mayor Pro Tem Abrams commented on how he wished renters in the community would take pride in their property.
Mayor Krueger just wanted to remind everyone about the parade.

Adjournment

Resolution No. 130610-11

(Carried)

Motion by Councilmember Shumaker
Second by Councilmember Gilbert

I Move the City of Swartz Creek adjourn the Regular Session of the City Council meeting at 8:22 p.m.

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

David A. Krueger, Mayor

Juanita Aguilar, City Clerk



CARDIGAN

BIRCHCREST

VALLEYVIEW

HILL ROAD

SEYMOUR ROAD

NORBURY ROAD

G.T.W.R.R.

5285

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9179

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CITY OF SWARTZ CREEK

BOARDS AND COMMISSIONS (Rev 11/27/12)

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	11/06/12	11/06/16 4 Yr.
Rae Lynn Hicks	2nd	8373 Miller	635-3569	C=444-8229	11/07/06	11/02/10	11/04/14 4 Yr.
John Gilbert	At-Large	7459 Miller Rd.	635-9762		11/12/12	11/06/12	11/06/16 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	11/06/12	11/06/16 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			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				??	??	
					04/01/08	11/26/12	11/10/14 2 Yr.
Rick Clolinger	City Citizen Rep	8100-A Civic	635-4401		12/04/06	11/26/12	11/10/14 2 Yr.
David Hurt	Council Rep	9214 Chesterfield	635-7706		11/10/08	11/26/12	11/10/14 2 Yr.
Boots Abrams		5352 Greenleaf	635-9224		04/01/10	04/01/12	03/31/13 1 Yr.
GENESEE COUNTY METRO ALL							
John Gilbert	Delegate	7459 Miller Rd.	635-9762		11/26/12	11/26/12	11/10/14 2 Yr.
Ronald Schultz	Citizens	4279 Springbrook Dr	635-8575	732-1574	07/01/04	11/26/12	11/10/14 2 Yr.
F.A.N.G.							
Rae Lynn Hicks	Delegate	8373 Miller	635-3569	C=444-8229	11/24/08	11/26/12	11/10/14 2 Yr.
Rick Clolinger	Alternate	8100-A Civic Drive	635-4401		08/27/12	11/26/12	11/10/14 2 Yr.
GAIN AUTO THEFT							
C. David Hurt (Delegate)		9214 Chesterfield	635-7706		02/27/12	11/26/12	11/10/14 2 Yr.
Ricky Clolinger (Alternate)		8100-A Civic	635-4401		02/27/12	11/26/12	11/10/14 2 Yr.

CITY OF SWARTZ CREEK

BOARDS AND COMMISSIONS (Rev 11/27/12)

BOARD/COMMISSION	ADDRESS	HOME	OFFICE-CELL	START	APPOINT	END	MISC
GEN COUNTY SMALL CITIES							
David Krueger	Delegate	7399 Miller Rd	635-4692	C=240-2358	11/26/12	11/26/12	11/10/14 2 Yr.
Mike Shumaker	Alternate	4084 Jennie Lane	635-3107	C=429-3068	11/25/02	11/26/12	11/10/14 2 Yr.
Richard Abrams		5352 Greenleaf	635-9224	c=2825416	11/25/02	11/26/12	11/10/14 2 Yr.
LOCAL OFF COMP COMM							
						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							
Pat Williams		5264 Don Shenk	635-3667		11/26/12	12/31/15	3 Yr.
Rodney Gardner		5024 Brady	635-9101	C=625-7626	11/22/99	11/26/12	12/31/15 3 Yr.
Michael Shumaker		4084 Jennie	635-3107	C=429-3068	11/22/99	11/26/12	12/31/15 3 Yr.
Rick Henry		6353 Bristol	635-7509	C=691-3653	11/26/12	12/31/15	3 Yr.
Ron Schultz		4279 Springbrook	635-8575	732-1574	10/24/06	11/26/12	12/31/15 3 Yr.
Rae Lynn Hicks (Chair)		8373 Miller	635-3569	C=444-8229	04/10/01	11/26/12	12/31/15 3 Yr.
						12/31/15	3 Yr.
James Florence (Sec)		4296 Springbrook	635-2772	C=444-2002	11/25/02	11/26/12	12/31/15 3 Yr.
Joe Perreault (Vice Chair)		6737 Nemer Ct.	630-0492		11/26/12	12/31/15	3 Yr.
Edna Gilbert (Alternate)		7459 Miller Rd.	635-9762		11/26/12	12/31/15	3 Yr.

CITY OF SWARTZ CREEK

BOARDS AND COMMISSIONS (Rev 11/27/12)

BOARD/COMMISSION	ADDRESS	HOME	OFFICE-CELL	START	APPOINT	END	MISC
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 (Vice Chairperson)	9214 Chesterfield	635-7706		11/30/03	11/26/12	11/10/14	1 Yr.
Paul Bueche (Secretary)	8083 Civic Dr	635-4464		11/09/98	11/26/12	11/10/14	2 Yr.
David Krueger At-Large	7399 Miller Rd	635-4692	C=240-2358				4 Yr.
W.W.S. ADV COMM							
Tom Svrcek, Delegate	8083 Civic	635-4464			11/26/12	11/10/14	2 Yr.
Paul Bueche, Alternate	8083 Civic	635-4464			11/26/12	11/10/14	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	11/26/12	11/10/14	2 Yr.
Ronald Schultz, Chairperson	4279 Springbrook	635-8575	732-1574	11/08/04	11/26/12	11/05/15	3 Yr.
James Packer, Vice Chairperson	7216 Miller Rd.	635-3724			11/26/12	11/05/15	3 Yr.
Bradley Stiff (Alternate)	9040 Chesterfield Dr.	252-3174		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	11/26/12	11/10/14	2 Yr.
Michael Shumaker	4084 Jennie	635-3107	C=429-3068	06/09/03	11/26/12	11/10/14	2 Yr.
Ronald Schultz	4279 Springbrook	635-8575	732-1574	06/09/03	11/26/12	11/10/14	2 Yr.
911 CONSORTIUM							
Paul Bueche (Executive Board)	8083 Civic	635-4464			11/26/12	11/10/14	2 Yr.
STREET ADMINISTRATOR							
Tom Svrcek Delegate	8083 Civic Dr.	635-4464		11/22/10	11/26/12	11/10/14	2 Yr.
Paul Bueche Alternate	8083 Civic Dr.	635-4464		11/27/06	11/26/12	11/10/14	2 Yr.

CITY OF SWARTZ CREEK

BOARDS AND COMMISSIONS (Rev 11/27/12)

BOARD/COMMISSION	ADDRESS	HOME	OFFICE-CELL	START	APPOINT	END	MISC
DDA							
David Krueger	7399 Miller Rd	635-4692	C=240-2358				4 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 (Secretary)	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 (Vice Chairperson)	6200 Reid Rd. Sw. Cr.	655-3714	635-4090	09/27/04	04/01/10	03/31/14	4Yr
Steve Marmlin	5340 Chin Maya Dr. Sw. C	635-3869	635-9010	09/27/04	07/01/11	06/30/15	4Yr
Mark Nemer (Chairperson)	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

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, Office Manager	6340 Seymour Rd.	635-7709	624-1946				

					Term Ending
Jim Florence, President	4296 Springbrook	635-2772	C=444-2002	jimflo03@comcast.net	June-13
Roger Bloss, Vice President	8370 Reid Rd.	635-3788	397-6635	lblossgotmilk@juno.com	June-14
Phillip Bracey, Treasurer	4449 Lindewood Dr.	733-3353	513-9707	pebracy@att.net	June-13
Sally Creech, Secretary	3496 Seymour Rd	635-7703	394-9096	sallyacreech@charter.net	June-14
Harold O'Brien	5532 Duffield Rd.	621-4392		handaob@charter.net	June-13
Allan Cox	5338 Van Vleet Rd.	635-4946	624-3621	mpcox@charter.net	June-14
Jane Hopkins	5073 McLain St.	635-7760	845-4677	jackpotjanie@aol.com	June-13

CITY OF SWARTZ CREEK

BOARDS AND COMMISSIONS (Rev 11/27/12)

BOARD/COMMISSION	ADDRESS	HOME	OFFICE-CELL	START	APPOINT	END	MISC
Regina Shank	5154 Daval Dr.	635-7291	874-6522		rbbs0054@comcast.net		June-13
Ann Knight	4935 Ita., Apt 321	635-7342			AMKnight04@aol.com		June-13

SHARED SERVICES AD-HOC COMMITTEE

David Krueger	7399 Miller Rd	635-4692	C=240-2358			11/10/14	
Richard Abrams	5352 Greenleaf	635-9224	c=2825416			11/10/14	
David Hurt	9214 Chesterfield	635-7706				11/10/14	

MAYOR/COUNCIL APPOINTMENTS

(NOTE THAT ALL MAYORAL APPOINTMENTS ARE TO BE CONFIRMED BY THE CITY COUNCIL)

AUTO THEFT COUNCIL (GAIN): No Reference – **MAYOR**
Delegate - Councilmember Alternate – Councilmember

BOARD OF REVIEW: Charter: 9.7 – **COUNCIL**
Comprised of three (3) members from the electorate.

CONFEDERATION FOR AREA MUNICIPALITIES FOR ECONOMIC OPPORTUNITY (CAMEO): No Reference – **Defunct**

CONSTRUCTION BOARD OF APPEALS: MI Building Code/State Statute - **COUNCIL**
Statute stipulates a minimum of three (3) and no more than seven (7) members.
Swartz Creek traditionally appoints three (3).

DOWNTOWN DEVELOPMENT AUTHORITY (DDA): Ordinance: 6-21 thru 25 and
Governing Rules – **MAYOR**
Governing Rules stipulate nine (9) members; the Mayor, at least five (5) having an interest in downtown property and at least one (1) residing in the downtown district.

DEVELOPMENT AREA CITIZEN'S COUNCIL (DACC): State Statute - **COUNCIL**
State Statute requires nine (9) members of the electorate and residing within the downtown district to act as advisory/review board for the DDA Development Plan and subsequent action.

FIRE BOARD (SWARTZ CREEK AREA): No Reference – **MAYOR**
Fire Agreement between City of Swartz Creek and Clayton Township calls for three (3) members from each municipality and one (1) annual "swing" member (City/Township). One representative from the City Council and one representative of the Township Board is to be included; the balance from the electorate.

GENESEE COUNTY METROPOLITAN ALLIANCE: No Reference – **MAYOR**
METRO request: One (1) City Council representative and one (1) citizen representative.

Ivan Smith
Swartz Creek – Perkins Library
8095 Civic Drive
Swartz Creek, MI 48473

June 17, 2013

Tom Svrcak
Public Services Director
City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473

Dear Tom:

A Swartz Creek resident named Shirley Spaulding has asked her family to contribute money to the Swartz Creek Perkins Library in memory of Mr. James Spaulding. The family has contributed \$775. The money is being held by the Genesee District Library business office.

I have been asked to work with Mrs. Spaulding to develop a suitable memorial project using these funds. We have in mind a fountain, or other art object, that will be placed in the garden area in front of the library. I have obtained written permission from the Friends of Perkins Library allowing for any changes, save moving the current statue, to the garden landscape.

I would like to have the City of Swartz Creek DPW help with the installation of a garden fountain. The fountain is expected to be made of cement, measuring no higher than three feet and weighing less than 100 pounds. The fountain will be of the type that does not require a water line, but may need to be electrically powered. Our plan is to place the fountain in the north corner of the flower bed. I understand that it may be necessary to secure the fountain in place with cement or added weight. It is also hoped that the City will replace some broken bricks in the wall that borders the flower bed. The Friends of Perkins Library have expressed a desire to see weeping holes installed in the brick wall.

I appreciate the many ways the DPW supports the library and I look forward to working with you on this project.

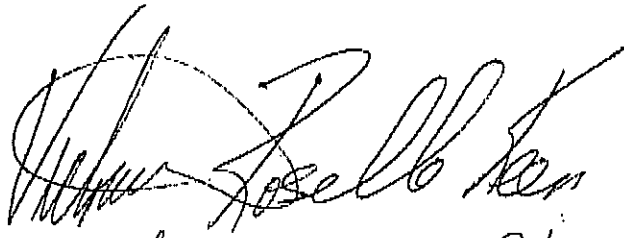
Sincerely,



Ivan Smith
Branch Librarian

June 15, 2013

The Friends of Perkins Library approve of any changes that need to be made to our library garden in order to install a fountain or other object. The Friends of Perkins Library will not allow the removal or movement of the statue from its current location. It is hoped that the repair made to the brick wall will include the installation of weeping holes.


President FOPL

Patricia M. Williams (garden project overseer)

FAX COVER SHEET

Number of pages (including this cover sheet) 3

To the Attention of Tom Svrcek

Fax number 810-635-2887

From Ivan Smith

Message:

06/20/2013

EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK
 PERIOD ENDING 06/30/2013
 % Fiscal Year Completed: 100.00
 As of 06/15/13

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/15/2013 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	95.89% % BDGT USED
Fund 101 - General Fund					
Total Dept 101.000-Council		16,668.00	14,071.94	2,596.06	84.42%
Total Dept 172.000-Executive		64,628.00	53,338.11	11,289.89	82.53%
Total Dept 201.000-Finance,Budgeting,Accounting		49,459.00	46,453.78	3,005.22	93.92%
Total Dept 215.000-Aministration and Clerk		17,391.00	10,088.87	7,302.13	58.01%
Total Dept 228.000-Information Technology		12,670.00	8,917.69	3,752.31	70.38%
Total Dept 247.000-Board of Review		2,606.00	2,335.34	270.66	89.61%
Total Dept 253.000-Treasurer		55,319.00	50,957.32	4,361.68	92.12%
Total Dept 257.000-Assessor		45,903.36	28,926.58	16,976.78	63.02%
Total Dept 262.000-Elections		41,361.00	40,975.16	385.84	99.07%
Total Dept 266.000-Legal Council		38,722.00	25,700.11	13,021.89	66.37%
General Government		344,727.36	281,764.90	62,962.46	81.74%
Total Dept 301.000-Police Dept		646,150.00	633,030.22	13,119.78	97.97%
Total Dept 302.000-Public Safety - Track		31,726.00	30,413.17	1,312.83	95.86%
Total Dept 303.000-Public Safety - Schools		93,782.00	71,508.30	22,273.70	76.25%
Total Dept 304.000-Canine Program		23,891.00	12,013.74	11,877.26	50.29%
Total Dept 336.000-Fire Department		133,117.00	122,023.85	11,093.15	91.67%
Total Dept 346.000-Public Safety Ambulance Servic		0.00	0.00	0.00	0.00%
Public Safety		928,666.00	868,989.28	59,676.72	93.57%
Total Dept 410.000-Building & Zoning & Planning		62,160.00	53,474.71	8,685.29	86.03%
Total Dept 448.000-Lighting		126,501.00	108,522.05	17,978.95	85.79%
Total Dept 450.000-Forestry Program		0.00	0.00	0.00	0.00%
Total Dept 538.500-Intercommunity storm drains		0.00	0.00	0.00	0.00%
Total Dept 780.000-Parks & Recreation		5,265.75	5,265.61	0.14	100.00%
Total Dept 781.000-Facilities - Pajtas Amphitheat		592.00	601.06	(9.06)	101.53%
Total Dept 782.000-Facilities - Winshall Park		19,085.00	15,444.49	3,640.51	80.92%
Total Dept 783.000-Facilities - Elms Rd Park		36,032.00	34,367.48	1,664.52	95.38%
Total Dept 784.000-Facilities - Bicentennial Park		2,092.00	1,384.74	707.26	66.19%

Total Dept 787.000-Veterans Memorial Park	4,600.00	2,805.75	1,794.25	60.99%
Total Dept 790.000-Facilities-Senior Center/Libr	32,507.00	29,936.92	2,570.08	92.09%
Total Dept 792.000-Facilities-Public Safety Bldg	34,885.00	32,995.69	1,889.31	94.58%
Total Dept 793.000-Facilities - New City Hall	12,181.00	8,918.17	3,262.83	73.21%
Total Dept 794.000-Community Promotions Program	25,573.00	21,284.75	4,288.25	83.23%
Total Dept 796.000-Facilities - Cemetary	1,574.00	879.59	694.41	55.88%
Total Dept 797.000-Facilities - City Parking Lots	4,000.00	3,678.72	321.28	91.97%
Total Dept 850.000-Other Functions	0.00	0.00	0.00	0.00%
Total Dept 851.000-Retired Employee Health Care	38,650.00	30,618.22	8,031.78	79.22%
Public Works	405,697.75	350,177.95	55,519.80	86.31%
Total Dept 852.000-Insurance Claims Assessmernt (Tax)	2,500.00	2,061.25	438.75	82.45%
Total Dept 965.000-Transfers Out	71,916.00	48,922.51	22,993.49	68.03%
Other	113,066.00	81,601.98	31,464.02	72.17%
TOTAL 101 Fd Operating Expenditures	1,792,702.11	1,603,912.82	188,789.29	89.47
Fund 202 - Major Street Fund				
Total Dept 228.000-Information Technology	0.00	0.00	0.00	0.00%
General Government	0.00	0.00	0.00	0.00%
Total Dept 429.000-Occupational Safety	523.00	519.12	3.88	99.26%
Total Dept 449.500-Right of Way - General	910.00	910.00	0.00	100.00%
Total Dept 449.501-Right of Way - Storms	13,521.00	13,520.77	0.23	100.00%
Total Dept 463.000-Routine Maint - Streets	58,750.00	41,715.90	17,034.10	71.01%
Total Dept 473.000-Routine Maint - Bridges	400.00	0.00	400.00	0.00%
Total Dept 474.000-Traffic Services	20,806.00	16,073.50	4,732.50	77.25%
Total Dept 478.000-Snow & Ice Removal	40,884.00	24,061.88	16,822.12	58.85%
Total Dept 482.000-Administrative	2,824.00	2,702.88	121.12	95.71%
Total Dept 538.500-Intercommunity storm drains	11,163.00	4,886.91	6,276.09	43.78%
Public Works	149,781.00	104,390.96	45,390.04	69.70%
Total Dept 965.000-Transfers Out	0.00	0.00	0.00	0.00%
Other	0.00	0.00	0.00	0.00%
TOTAL 202 Fd Operating Expenditures	149,781.00	104,390.96	45,390.04	69.70%
Fund 203 - Local Street Fund				
Total Dept 228.000-Information Technology	0.00	0.00	0.00	0.00%
General Government	0.00	0.00	0.00	0.00%
Total Dept 429.000-Occupational Safety	59.00	53.85	5.15	91.27%
Total Dept 449.500-Right of Way - General	7,000.00	4,585.00	2,415.00	65.50%
Total Dept 449.501-Right of Way - Storms	6,000.00	0.00	6,000.00	0.00%
Total Dept 463.000-Routine Maint - Streets	41,172.00	28,113.30	13,058.70	68.28%

Total Dept 474.000-Traffic Services	7,743.00	4,736.45	3,006.55	61.17%
Total Dept 478.000-Snow & Ice Removal	39,586.00	22,181.13	17,404.87	56.03%
Total Dept 482.000-Administrative	2,915.00	2,702.87	212.13	92.72%
Total Dept 538.500-Intercommunity storm drains	5,398.00	4,886.90	511.10	90.53%
Public Works	109,873.00	67,259.50	42,613.50	61.22%
TOTAL 203 Fund Expenditures	109,873.00	67,259.50	42,613.50	61.22%
Fund 226 - Garbage Fund				
Total Dept 101.000-Council	8,467.00	6,414.52	2,052.48	75.76%
Total Dept 172.000-Executive	14,737.00	14,312.24	424.76	97.12%
Total Dept 201.000-Finance,Budgeting,Accounting	17,211.00	15,462.91	1,748.09	89.84%
Total Dept 215.000-Aministration and Clerk	12,647.00	5,522.12	7,124.88	43.66%
Total Dept 228.000-Information Technology	3,365.00	2,937.44	427.56	87.29%
Total Dept 253.000-Treasurer	7,616.00	6,508.56	1,107.44	85.46%
Total Dept 257.000-Assessor	1,500.00	0.00	1,500.00	0.00%
General Government	65,543.00	51,157.79	14,385.21	78.05%
Total Dept 528.000-Sanitation Collection	271,699.00	237,385.63	34,313.37	87.37%
Total Dept 530.000-Wood Chipping	44,060.00	33,217.52	10,842.48	75.39%
Total Dept 782.000-Facilities - Winshall Park	11,511.00	6,951.21	4,559.79	60.39%
Total Dept 783.000-Facilities - Elms Rd Park	10,484.00	7,934.83	2,549.17	75.69%
Total Dept 793.000-Facilities - New City Hall	10,874.00	8,537.45	2,336.55	78.51%
Public Works	348,628.00	294,026.64	54,601.36	84.34%
Total Dept 965.000-Transfers Out	20,958.00	20,958.00	0.00	100.00%
Other	20,958.00	20,958.00	0.00	100.00%
TOTAL 226 Fund Expenditures	435,129.00	366,142.43	68,986.57	84.15%
Fund 248 - Downtown Development Fund				
Total Dept 173.000-DDA Administration	3,600.00	514.89	3,085.11	14.30%
Total Dept 728.000-Economic Development	2,000.00	0.00	2,000.00	0.00%
Total Dept 728.002-Streetscape	5,000.00	0.00	5,000.00	0.00%
Total Dept 728.003-Facade Program	0.00	0.00	0.00	0.00%
Total Dept 728.004-Family Movie Night	4,000.00	2,743.99	1,256.01	68.60%
Total Dept 965.000-Transfers Out	0.00	0.00	0.00	0.00%
TOTAL 248 Fund Expenditures	14,600.00	3,258.88	11,341.12	22.32%
Fund 265 - Drug Enforcement Fund				
Total Dept 333.000-Drug Enforcement	110,622.00	52,229.64	58,392.36	47.21%
TOTAL 265 Fund Expenditures	110,622.00	52,229.64	58,392.36	47.21%

Fund 275 - Senior Citizens Fund

Total Dept 790.500-Senior Center Operations	4.00	55.90	(51.90)	1397.50%
TOTAL 265 Fund Expenditures	4.00	55.90	(51.90)	1,397.50

Fund 350 - City Hall Debt Fund

Total Dept 905.000-Debt Service	83,830.00	83,805.00	25.00	99.97%
TOTAL EXPENDITURES	83,830.00	83,805.00	25.00	99.97%

Fund 401 - Capital Project Fund

Total Dept 965.000-Transfers Out	36,202.00	0.00	36,202.00	0.00%
TOTAL 401 Fund Expenditures	36,202.00	0.00	36,202.00	0.00%

Fund 402 - Fire Equip Replacement Fund

Total Dept 336.000-Fire Department	0.00	0.00	0.00	0.00%
Total Dept 965.000-Transfers Out	0.00	0.00	0.00	0.00%
TOTAL 402 Fund Expenditures	0.00	0.00	0.00	0.00%

Fund 590 - Water Supply Fund

Total Dept 101.000-Council	8,467.00	6,415.49	2,051.51	75.77%
Total Dept 172.000-Executive	29,167.00	27,794.01	1,372.99	95.29%
Total Dept 201.000-Finance,Budgeting,Accounting	25,590.00	23,662.57	1,927.43	92.47%
Total Dept 215.000-Aministration and Clerk	26,030.00	18,120.03	7,909.97	69.61%
Total Dept 228.000-Information Technology	5,514.00	3,638.28	1,875.72	65.98%
Total Dept 253.000-Treasurer	37,113.00	33,711.27	3,401.73	90.83%
General Government	131,881.00	113,341.65	18,539.35	85.94%
Total Dept 540.000-Water System	1,076,221.25	980,783.06	95,438.19	91.13%
Total Dept 542.000-Read and Bill	47,185.00	41,539.88	5,645.12	88.04%
Total Dept 793.000-Facilities - New City Hall	10,921.00	8,469.81	2,451.19	77.56%
Public Works	1,134,327.25	1,030,792.75	103,534.50	90.87%
Total Dept 850.000-Other Functions	24,725.00	0.00	24,725.00	0.00%
Total Dept 905.000-Debt Service	0.00	0.00	0.00	0.00%
Total Dept 965.000-Transfers Out	20,958.00	20,958.00	0.00	100.00%
Other	45,683.00	20,958.00	24,725.00	45.88%
TOTAL 590 Fund Expenditures	1,311,891.25	1,165,092.40	146,798.85	88.81%

Fund 591 - Sanitary Sewer Fund

Total Dept 101.000-Council	8,467.00	6,414.56	2,052.44	75.76%
Total Dept 172.000-Executive	29,326.00	27,831.21	1,494.79	94.90%
Total Dept 201.000-Finance,Budgeting,Accounting	25,287.00	23,662.58	1,624.42	93.58%
Total Dept 215.000-Aministration and Clerk	26,023.00	18,118.23	7,904.77	69.62%
Total Dept 228.000-Information Technology	5,750.00	3,638.28	2,111.72	63.27%
Total Dept 253.000-Treasurer	37,113.00	33,709.72	3,403.28	90.83%
General Government	131,966.00	113,374.58	18,591.42	85.91%
Total Dept 429.000-Occupational Safety	0.00	0.00	0.00	0.00%
Total Dept 536.000-Sewer System	653,925.00	487,802.80	166,122.20	74.60%
Total Dept 537.000-Sewer Lift Stations	26,029.00	9,960.81	16,068.19	38.27%
Total Dept 542.000-Read and Bill	50,630.00	41,053.05	9,576.95	81.08%
Total Dept 793.000-Facilities - New City Hall	10,998.00	8,467.26	2,530.74	76.99%
Public Works	741,582.00	547,283.92	194,298.08	73.80%
Total Dept 850.000-Other Functions	17,100.00	0.00	17,100.00	0.00%
Total Dept 905.000-Debt Service	53,758.00	57,731.54	(3,973.54)	107.39%
Total Dept 965.000-Transfers Out	20,958.00	20,958.00	0.00	100.00%
Other	91,816.00	78,689.54	13,126.46	85.70%
TOTAL EXPENDITURES	965,364.00	739,348.04	226,015.96	76.59%
Fund 661 - Motor Pool Fund				
Total Dept 172.000-Executive	14,912.00	8,716.91	6,195.09	58.46%
Total Dept 201.000-Finance,Budgeting,Accounting	9,894.00	9,279.41	614.59	93.79%
Total Dept 228.000-Information Technology	1,250.00	634.09	615.91	50.73%
General Government	26,056.00	18,630.41	7,425.59	71.50%
Total Dept 301.000-Police Dept	72,170.00	66,681.36	5,488.64	92.39%
Total Dept 302.000-Public Safety - Track	1,141.00	1,140.65	0.35	99.97%
Total Dept 303.000-Public Safety - Schools	1,500.00	958.15	541.85	63.88%
Total Dept 304.000-Canine Program	3,766.00	3,765.25	0.75	99.98%
Public Safety	78,577.00	72,545.41	6,031.59	92.32%
Total Dept 795.000-Facilities - City Garage	72,390.00	56,985.34	15,404.66	78.72%
Public Works	72,390.00	56,985.34	15,404.66	78.72%
TOTAL 661 Fund Operating Expenditures	177,023.00	148,161.16	28,861.84	83.70%

NOTICE OF REQUEST FOR QUALIFICATIONS
Professional Engineering Services
City of Swartz Creek, Genesee County Michigan

GENERAL STATEMENT

The **City of Swartz Creek**, in compliance with the qualified bidding selection process and the Brooks Act, is accepting **sealed** statements of qualifications from qualified firms to perform general engineering, surveying and landscape architecture services for the Swartz Creek Community. This solicitation will result in the prequalification of up to four (4) firms. The prequalified firm(s) will be selected by the city to perform work on a project by project basis. Services of companies that are prequalified, as a result of this solicitation, may or may not be utilized by the city. *Each firm submitting their qualifications must acknowledge that being short-listed does not necessarily mean the city will use their services.* The city's prequalification of professional engineering firms will be for a period of three (3) years from the date of successful award.

DESCRIPTION OF THE COMMUNITY

The City of Swartz Creek (population ~5,758) is a municipal corporate suburb of the City of Flint, located in Genesee County, Michigan. Swartz Creek is a 'home rule' city with a council-manager form of government. The city is about five (5) square miles and is currently experiencing relatively stable housing and commercial growth. The community is a full services government operating within a stable financial, political, and professional context. The City is in various stages of planning and implementation concerning sewer and water infrastructure improvements, trail-way design and construction, recreation planning, streetscape improvements, drainage, survey, and numerous street projects.

SUBMISSION OF PROPOSALS

All firms desiring to be considered and who are registered to practice in the State of Michigan, are invited to submit proposals in accordance with the terms as set forth within. Each firm submitting a proposal shall make themselves familiar with all conditions as described within. The City of Swartz Creek shall consider all applicants fully informed, unless the City is specifically notified in writing of all factors that would affect their proposal. All proposals shall be submitted in full detail, and all entries legibly made. An authorized corporate officer from the submitting firm must sign the proposal. Statements of qualification along with any additional information the firm wishes to submit will be accepted until **3:00 p.m., Friday July 19, 2013, at the Swartz Creek City Office, 8083 Civic Drive, Swartz Creek, MI 48473** (810-635-4464). At the aforementioned due date, time and location, proposals will be opened and tabulated as to their reception only. Awards shall be made after review as set forth within. Firms applying for consideration shall prepare and submit a sealed single copy of the proposal to:

CITY OF SWARTZ CREEK
C/O JUANITA AGUILAR, CITY CLERK

8083 Civic Drive
Swartz Creek, Michigan 48473

Submission of a proposal will be construed as conclusive presumption that the applicant is thoroughly familiar with the proposal and specifications, and that the applicant understands and agrees to abide by each and all of the stipulations and requirements contained therein. Proposals can be delivered in person or sent via mail or similar carrier, as addressed above. The outside of the entire package shall be sealed and clearly marked "**PROFESSIONAL ENGINEERING SERVICES PROPOSAL**"

Proposals will not be accepted after the time designated for the opening of the proposals (**Friday, July 19, 2013 @ 3:00 P.M.**). The applicant shall assume full responsibility for delivery of proposals prior to the appointed hour for opening same, and shall assume the risk of late delivery or non-delivery regardless of the manner the applicant employs for the transmission thereof. The City of Swartz Creek shall accept proposals only during normal business hours, said hours being 8:30 A.M. to 4:30 P.M., Monday through Friday (closed 12:00 Noon to 1:00 p.m.), legal holidays excepted.

All questions regarding this solicitation are to be sent via email to City Clerk Juanita Aguilar, at: jaguilar@cityofswartzcreek.org

RIGHT TO REJECT

The City of Swartz Creek reserves the right to reject any or all proposals, or any part of the same, to waive any irregularities or informalities, and to make the award in part or entirety as may appear to the City of Swartz Creek to be in the best interest of the City.

DISQUALIFICATION OF APPLICANT

Although not intended to be an exhaustive list of causes for disqualification, any one or more of the following events, among others, may be considered sufficient for the disqualification of an applicant and the rejection of the applicant's proposal:

1. Evidence of collusion among applicants.
2. Lack of competency, incomplete submittals.
3. Misrepresentation.
4. Fraud or fraudulent statements.
5. Not in good standing with any Federal, State or County government entities; included on the Debarment and Suspension List

GENERAL SCOPE OF REQUIRED SERVICES

The City desires to prequalify up to four (4) professional engineering firms to provide general services for the following, typical local, state, and federally funded projects. The prequalified firm(s) will be selected by the city to perform work on a project by project basis.

- 1) Design engineering services to include, but not necessarily limited to, projects such as: street construction both new and re-construction; bridges; sidewalks; parks and park facilities, such as restrooms, trails and parking lots; storm water lines, structures and drainage studies; water and sanitary sewer mains, structures and facilities.
- 2) Construction engineering including construction staking and inspection/observation.
- 3) Property surveys and legal description services.
- 4) Review of development site plans to determine appropriate street construction design quality, utility/storm water design, detention capacity, traffic flow, and compliance issues regarding community policy and ordinance requirements.
- 5) Project experience with respect to CDBG projects.
- 6) Provide continuing assistance with respect to state and federal grant opportunities; provide general assistance to city administrative and elected officials.
- 7) Provide rational and creative leadership to staff and officials concerning all areas relating to the office of engineer.

SUBMISSION CRITERIA

The statement of qualifications shall, at a minimum, include the following information:

1. A letter of transmittal containing the following information:
 - a) A brief discussion outlining the firm's understanding of the requested services.
 - b) The name, title, address, telephone and fax number of the person authorized to represent submitting firm.
2. Firm's profile, including:
 - a) Organization, size, Michigan office location(s).
 - b) The office location where work associated with this proposal will be performed, including the number of professional staff by classification regularly assigned to the designated office.

- c) Identify the person directly responsible for managing and supervising projects and relationships with City staff and elected officials. Submit resumes (two pages maximum per person) of all professionals likely to be assigned to community projects.
- d) Submit a list of municipal clients, including at least three of which are similar in character to the City of Swartz Creek for whom you have performed general engineering services for at least two years. Submit the name and telephone number of the local contact person.
- e) Submit a proposed contract for the services discussed in this proposal.
- f) Submit a communication plan addressing how the firm/project manager will communicate with the City.
- g) Provide any other information considered important, not discussed in the RFQ, limited to one (1) page, which may help the city better understand the firm.
- h) R.F.Q.'s must be sealed. The outside of the entire package shall be clearly marked "PROFESSIONAL ENGINEERING SERVICES PROPOSAL".
3. The submitting firm is required to be prequalified (at a minimum "provisional" status) with the Michigan Department of Transportation (MDOT), by the proposal opening date (**Friday July 19, 2013 @ 3:00 P.M.**), in ALL of the following categories:
- Bituminous Pavement Inspection
 - Construction Staking
 - Bridge Construction Engineering
 - Density Inspection & Testing
 - Portland Cement Concrete Inspection & Testing
 - Road Construction Engineering
 - Municipal Utilities
 - Roads & Streets
 - Traffic Signal Design

The classifications listed above are considered "Primary Prequalification Classifications", in that; the submitting consultant MUST be prequalified in all of the categories listed above. Sub-consultant prequalification's ARE NOT considered "Primary Prequalification Classifications" and will not be accepted as a method to fulfill prequalification requirements listed.

SUBMISSION EVALUATION

The City will review the proposals independent of rate schedules. Do not submit any rates or similar quotes with proposals. After evaluation and ranking of proposals, negotiations will be commenced by the City Manager with each prequalified firm to

establish a general rate schedule. Subsequent negotiations may be commenced with the next most qualified firms if an agreement on rates is not reached with any of the most qualified firms.

Evaluations are based on the following criteria:

1. Ability to provide the service required
2. Qualifications of personnel assigned
3. Quality of the communication plan
4. Location of the office that will serve the City
5. Compatibility of submission with respect to the RFQ requirements
6. Reference analysis from other communities
7. Past experience of the firm with the referenced community

Evaluations will be scored using the following relative weights:

<u>Criteria</u>	<u>Number of points</u>
1. Experience and Qualifications of Firm:	25
2. Experience and Qualifications of Staff:	30
3. References:	15
4. Capacity:	5
5. Location, Accessibility:	25
Maximum	100 points

The City of Swartz Creek is an Equal Opportunity Employer

Free Entertainment at Pajtas Theatre This Summer



Summer Concerts

- June 18—The Clarksons (Country, Bluegrass, Easy Listening)
- June 25—The Fairlanes (50's and 60's Rock & Roll)
- July 2—Detroit Brass Society (Americana, Marches & Standards)
- July 9—Jump Street (Big Band Era Music)
- July 16—Allen as Tim (Tim McGraw Tribute Artist with the Dance Hall Rockers—Country Music)
- July 23—Remix-Rock & Roll (Country & Polka Variety)
- July 30—Rusty Wright Band (Blues Entertainment)
- August 6—Polka Riot (Beer Tent Style Polka Fun)

Starting at 7 pm
At Pajtas Amphitheater on Civic Drive

Swartz Creek Senior Center (810)635-4122



Family Movie Night

Movies Start at Dusk

- June 14 Open Season
- June 28 Rise of the Guardians
- July 12 Pirates Band of Misfits
- July 26 Up
- August 9 Jumanji
- August 23 Madagascar 3

Bring your own blanket or folding chair and enjoy a FREE movie with family and friends

Movies May be Cancelled due to Bad Weather

At Pajtas Amphitheater
On Civic Drive
(Across from SC Fire Dept and Police)

FREE BOUNCE HOUSE

Perkins Library (810)635-3900

Swartz Creek, MI 48473

Business Owner

Resident or



City of Swartz Creek
Incorporated 1959
8083 Civic Drive
Swartz Creek, Michigan 48473-1498
(810) 635-4464



City of Swartz Creek

<http://www.cityofswartzcreek.org>

Phone:(810)635-4464 Fax: (810)635-2887

NEWSLETTER

Volume I

2013

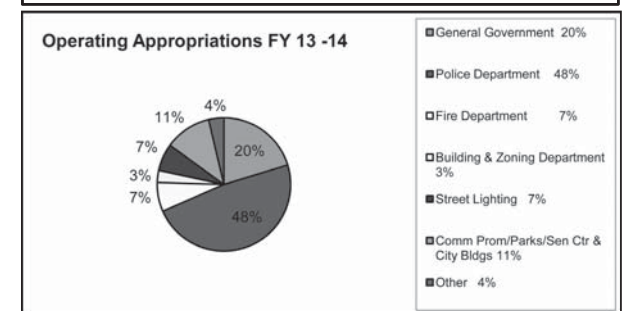
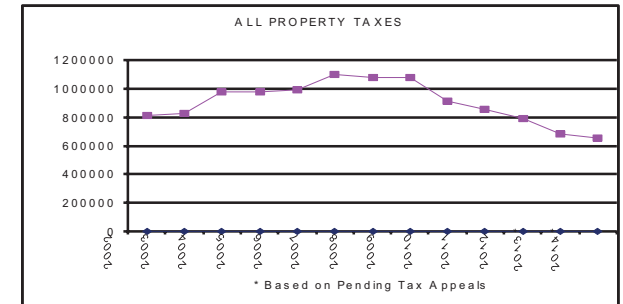
Public Safety Services - A Look At Revenues

The word tax always has, and always will, send a chill down the spine of all property owners. From my desk, I would like to take a minute to dispel some myths and perhaps, even confirm suspicions, on how our community derives revenue, what we do with it, where we are headed financially, and what has changed in the past few years that may vastly affect our future. To start, recent years have seen an intense focus on public employee salaries and compensation packages. To address this, we must go back and look at the history of our community. When the City's founding fathers set up the charter, they did something that no other city in the state had done. They limited Swartz Creek's taxing authority to 5 mills, 25% of what 98% of Michigan cities are permitted by law to levy. There is an upside and a downside to this. The upside is since we became a city in 1959, we have had no choice but to be frugal with our dollars.

Today, the highest salary paid to any city employee is around \$60k per year. Benefit packages are bid out annually with the lowest cost basic packages provided. There are no lucrative public employee packages. The downside? Two decades of

poorly crafted legislation in Lansing by term limited, long gone elected officials set the stage for the failure of many, if not all Michigan communities. The crash of property values in 2009 accelerated the inevitable, and the end is years, if not a decade or more, away. The City has lost some 35% of its taxable value, something virtually every homeowner should now realize in their tax bills. Public safety, being police and fire services, account for a significant portion of our tax revenues. By state statute, the City will never recover these lost funds, unless all properties returned to the 2008 value and they all sold on the same day. In other words, as costs increase, service will have to be reduced. We are at the point where the next steps are less than 24 hour police coverage and limited City Hall hours. Based on limitations set by statutes, a ballot request for additional millage may be the only option left.

Paul Bueche, City Manager

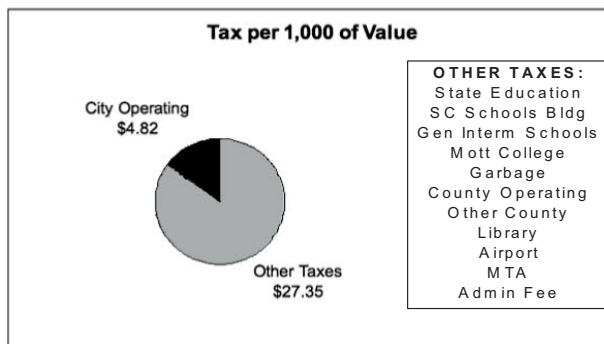


Property Taxes

Property Taxes refers to taxes imposed by Townships, School Districts, Counties, Cities, Villages and other local units of government. Some property taxes are collected in the summer and others are collected in the winter. A resident of the City of Swartz Creek will see the City's operating and garbage taxes collected on the summer bill along with monies for the State Education Fund, Swartz Creek Schools, Genesee Intermediate School District, partial collection for Mott College and Genesee County's Operating millage. The winter tax bill currently collects monies for other county services which include parks, paramedics, health, senior services and veterans. The Genesee District Library, Mass Transportation Authority and Bishop Airport complete the items on the winter tax bill.

The tax rate is called a millage and represents the amount collected for each \$1,000 of taxable value. The City of Swartz Creek's tax rate is currently 4.8289 which means for every \$1,000 of taxable value \$4.82 is collected for the City of Swartz Creek to fund operations. A property with a taxable value of \$50,000 would generate \$241.44 of revenue which is then used to fund services including police services, parks, and roads.

The chart shows what the City of Swartz Creek collects on one thousand dollars of taxable value.



Upgrade Your Neighborhood

The rash of home foreclosures and abandonments that has done so much damage to the cities of Flint and Detroit is hitting Swartz Creek also. Abandoned homes are more than an eyesore, they are an open invitation for vandalism and criminal activity. This is why abandoned houses quickly drag down the home values of an entire neighborhood. Most of these houses will eventually be put up for sale once all of the legalities of foreclosure, etc. have been taken care of, but in the meantime you may be faced with living next door to or just down the street from an empty house that is not being taken care of.

What can you do to preserve the value of your home and your neighborhood? Take charge of the situation to reduce the impact of the neighborhood eyesore! If possible, find out who owns the abandoned house, what they intend to do with it, and when. Ask the owner what you can do to help them keep up the property until it is sold and a new neighbor moves in. If you can't find out who owns the house, do everything you can to keep it from looking abandoned and deteriorating. You don't want copper thieves,

vandals and criminals coming into your neighborhood and causing trouble. Mow the lawn and pick up trash, old newspapers, etc. at the house. These are things that advertise the place is empty. Park your car in the driveway once in a while to give the appearance that someone is home there. Do the little things to keep up the appearance of the house so that its value does not drop and drag the value of your home down with it. Work with your other neighbors to share the work of keeping up your neighborhood since we are all in this together when it comes to home values. The new neighbor who eventually moves into that house will greatly appreciate your efforts.

If you can find out who owns that house, work with the owners to maintain the value of your neighborhood, not against them. Above all, let the city, and especially the Swartz Creek police department, know what you are doing. We do not want to mistake good neighbors for vandals and criminals. Thanks for helping to upgrade your neighborhood and our city.

Mayor David Krueger

Police Department Information and Services

The Swartz Creek Police Department is located in the Public Safety Building, 8100 Civic Drive and is open Monday thru Friday, excluding holidays, 8:00 am to 5 pm. The office is closed for lunch from 12:00 pm to 1:00 pm. If you have general questions about our services, please call our office at 635-4401 during these hours.

Available Services: Services available at the Police Headquarters include: Copies of some police reports, concealed pistol permit information packets, and vacation home checks.

Calls for Police Service: Our officers stand ready to assist all citizens in calls for police service. Please be aware however, that all calls for police service are dispatched from the Genesee County 911 Center. If you are in need of police service of any kind, including non-emergencies, please call 911. This includes, but is not limited to, such things as vehicle "unlocks", suspicious activity, road hazards, and all police reports. Calling 911 directly may reduce the amount of time you wait for an officer to respond. Additionally, unless you are specifically requested to do so, it is not necessary to come to the Police Department to file reports. All police reports will be taken by an officer who will respond to the location from where you are calling.

Camp 911 is a safety program which targets 3rd through 5th grade students and addresses such safety

issues as; how to recognize emergencies, when and how to call 911, home, school and internet safety; gun and fire safety; bicycle safety; how to prevent common traffic and home injuries; and how to give simple but life-saving emergency care to injured victims. The Camp is an annual event and extremely popular with local youth. The Camp consists of 4 one-half day sessions. There are morning and afternoon sessions available. This year's Camp 911 is scheduled for July 8 -12, 2013. For additional information, call: (810) 591-1867 or (810) 635-4401.

Cops in the Park is a new program introduced in the summer of 2012. CIP is a program designed to develop a positive relationship between law enforcement and youth of all ages. The event is held at Elms Rd Park and includes summer activities, team based activities, safety, fun and games. The program is expected to run for 2 weeks this summer. Watch for more details.

Vacation Home Checks: Whether you will be gone for several months or just a few days, in addition to routine patrols in your neighborhood, the Swartz Creek Police Department will make regular checks on your home while you are gone. This service is available to all city residents and can be arranged by phone. Call the office for details.

No Parking: The City of Swartz Creek has had a long standing ordinance prohibiting parking on all city streets from 2 am to 6 am. Overnight parking restrictions are enforced by the Department. Save yourself some money and aggravation by ensuring that your vehicles are off the roadway during these hours. We appreciate your cooperation.

- **Water Rate Increase:** Due to a water commodity increase to the City by Genesee County Water & Waste, City residents will see an increase of .35 per 100 cubic feet of water used. The increase will take effect on June 20, 2013 and will be reflected on the October 2013 water/sewer bill.
- **Morrish Road Bridge-** Construction is set to begin on June 17, 2013 and may take up to three months to complete. Visit our website at www.cityofswartzcreek.org for updates.

ALL AFTER HOURS EMERGENCIES:

Including water and sewer problems such as water main breaks or sewer backups- should be reported to 911. (City voice messages are not checked on the weekends or after 5pm on weekdays).

Wood Chipping

Following is a list of guidelines that the City of Swartz Creek would like the residents to follow when placing limbs at the curb for chipping:

- Must be four feet or less in length
- Must be four inches or less in diameter
- Arm load sized piles only. (keeps limbs from getting tangled)
- Cut ends towards the road
- No Lumber
- Homeowner cut only

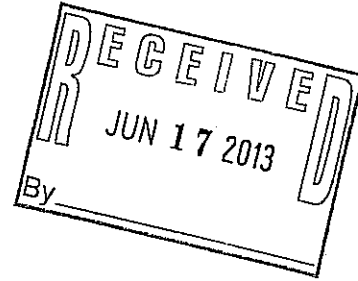


STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

June 11, 2013



David Krueger, Mayor
City of Swartz Creek
8083 Civic Drive
Swartz Creek, Michigan 48473

Dear Mayor Krueger:

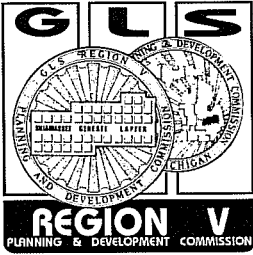
The Michigan Department of Transportation (MDOT), Civil Rights Program Unit acknowledges receipt of your Title VI Plan. MDOT has reviewed the aforementioned document to ensure compliance with Title VI of the Civil Rights Act of 1964 and related federal regulations. Your Title VI Plan is substantially compliant with the requirements under Title 23, Code of Federal Regulations (CFR), Part 200 and 49 CFR, Part 21 and is therefore approved.

If you have questions concerning this matter, please contact Teshia Johnson at 517-241-7462.

Sincerely,

Cheryl J. Hudson
MDOT EEO Officer/Title VI Coordinator
Civil Rights Program Unit

Cc: Paul Bueche
Juanita Aguilar



Genesee-Lapeer-Shiawassee Region V Planning and Development Commission

ROOM 223 – 1101 BEACH STREET
TELEPHONE (810) 257-3010

FLINT, MICHIGAN 48502-1470
FAX (810) 257-3185

DEREK BRADSHAW
FISCAL OFFICER



June 12, 2013

MEMORANDUM

TO: Elected Officials and Committee Members
FROM: Christine A. Durgan, Assistant Director
SUBJECT: **Genesee County Hazard Mitigation Plan Update**

GLS Region V Planning and Development Commission staff is currently preparing an update to the Genesee County Hazard Mitigation Plan (Plan). As with all geographic areas, Genesee County is vulnerable to a wide range of natural and human-related hazards, and has experienced these disasters in the past. The Plan update will provide an understanding of threatening disasters; identify and discuss the County's vulnerability to identified hazards; and outline the County's options and strategies to reduce overall damage.

Genesee County's Plan update is being developed in cooperation with the Office of the Genesee County Sheriff's Emergency Management and Homeland Security Division, the Genesee County Hazard Mitigation Advisory Committee and the Michigan State Police. This Plan will meet the Federal Emergency Management Administration's (FEMA) required criteria for a multi-jurisdictional hazard mitigation plan.

After adoption by Genesee County, each local unit of Genesee County government is required by to also adopt the Plan at the local community level in order to be eligible to apply for future hazard mitigation funds. Local units of government who do not adopt the Plan will not be considered eligible to apply for this type of funding.

Staff will be holding a public meeting on Thursday, June 27th, 2013 at 10:00 a.m. in the Harris Auditorium on the third floor of the Genesee County Administration Building. We will be providing information regarding the Plan update and requesting input regarding the Plan. We hope you will be able to attend.

For further details, please contact me at (810) 257-3010.

An Equal Opportunity Organization



GENESEE COUNTY GIS DEPARTMENT
1101 Beach Street, Room 210, Flint, MI 48502-1468
Telephone (810) 257-3074 Fax (810) 768-7954

gis@co.genesee.mi.us

Pictometry Future Flights

Hello,

In 2005 the Genesee County GIS Department coordinated the Pictometry partnership between 33 local governments and agencies within Genesee County in order to obtain the Pictometry oblique and orthogonal imagery and software. This imagery and software has been installed at City and Township offices, Assessor's offices and many Fire Departments and is in daily use.

A second flight was implemented in Spring of 2009 which included significant improvements in imagery. Due in large part to the economic downturn we delayed the next flight. Now significant time has passed and we are organizing a flight in Spring of 2014 which would maintain a five year aerial imagery interval that was in place for many years.

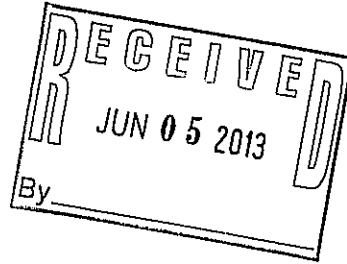
The current two-tier offering from Pictometry is 3 and 9 inch oblique imagery and 4 and 10 inch ortho imagery. After discussions with key stakeholders it was agreed that planning for two flights, one in 2014 and one in 2017, would be the best option. This would provide:

- Lower cost than previous flights
- Locked in savings for the second flight
- Spread payments across six years
- Higher resolution in hi-resolution areas than on 2009 flight
- Seats of "Pictometry-Online" Included in projects cost (stand alone EFS still included)

I understand that many local entities have a July 1st fiscal year and I had hoped to have firm costs to you sooner than now so that you would have had more time to include that in your budgeting. I have been working on the pricing details and expect to have that within a week. In general, cost is expected to be less than the previous flight. The first payment will not be due until delivery which is expected to be early Summer 2014.

At the time we provide the cost information we will request an informal commitment. Following this we will update the intergovernmental agreement and seek formal approvals at the County level. We will also be scheduling a presentation by the vendor and communications on these items should be coming out in the near future.

Sincerely,
Ken Koleda
Director, Genesee County GIS Department
810-257-3163
kkoleda@co.genesee.mi.us



June 3, 2013

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 some channel and price changes. Customers are being notified of these changes via a bill messages.

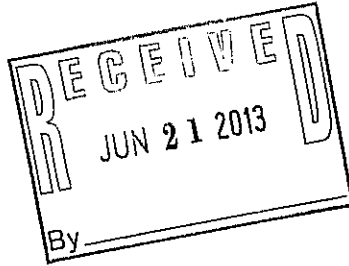
Effective on or about July 24, 2013, Fox Soccer/Fox Soccer HD (chls. 727, 991/1635) will move from the Digital Preferred service and Sports Entertainment Package to the Digital Starter service.

Also, effective August 1, 2013, as a result of changes in business costs, the Service Vehicle Trip Charge rate will change from \$30.00 to \$39.95; the Upgrade/Downgrade of Service (In-home visit required) installation rate will change from \$30.00 to \$39.95; and the Late Fee charge will change from \$8.00 to \$9.50. Prices do not include applicable taxes and fees.

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

Sincerely,

Gerald W. Smith
Senior Manager, Government Affairs
Comcast, Heartland Region
27800 Franklin Rd.
Southfield, MI 48034



June 17, 2013

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 some channel changes. Customers are being notified of these changes via a bill message.

Effective July 24, 2013, UniMás West (ch. 613), LAS (ch. 614), UniMás (ch. 621), La Familia (ch. 626), Pasiones (ch. 640), and VME Kids (ch. 642) will be added to the MultiLatino channel lineup.

Also, effective August 28, 2013, The Music Choice channels, channels 401-446, will now be available with the Family Tier level of service.

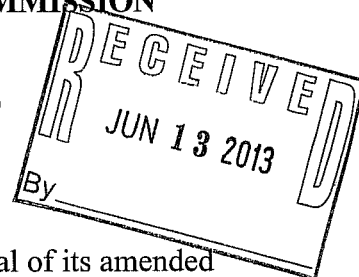
As always, feel free to contact me directly at 586-883-7075 with any questions you may have.

Sincerely,

Gerald W. Smith
Senior Manager, Government Affairs
Comcast, Heartland Region
27800 Franklin Rd.
Southfield, MI 48034

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-17301



- Consumers Energy Company seeks biennial review and approval of its amended Renewable Energy Plan in compliance with Public Act 295 of 2008 and the Michigan Public Service Commission's (Commission) December 4, 2008 Commission Order in Case No. U-15800 and the January 31, 2013 Commission Order in Case No. U-17301 and Commission orders in Case Nos. U-16543 and U-16581.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

DATE/TIME: June 26, 2013, at 9:00 a.m.
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge Sharon L. Feldman

LOCATION: Constitution Hall
525 West Allegan
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 241-6160 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company (Consumers Energy) May 28, 2013 application seeking biennial approval of its amended Renewable Energy Plan. Consumers Energy also requests that the Commission approve any revised surcharges.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 241-6180 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by June 19, 2013. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department-Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information: available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 460.17315 and R 460.17335. Requests for further information on adjournment should be directed to (517) 241-6060.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company, One Energy Plaza, Jackson, MI. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 241-6180.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 2008 PA 295, MCL 460.1001 et seq., and the Commission's Rules of Practice and Procedure, as amended, 1999 AC, R 460.17101 et seq.

June 7, 2013