

City of Swartz Creek

AGENDA

Regular Council Meeting, Tuesday May 28, 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 May 13, 2013 MOTION Pg. 7, 33-42
5. **APPROVE AGENDA**
 - 5A. Proposed / Amended Agenda MOTION Pg. 7
6. **REPORTS & COMMUNICATIONS:**
 - 6A. [City Manager's Report](#) (Agenda Item) MOTION Pg. 7, 2-6
 - 6B. Monthly Police Reports (Feb, Mar, Apr) Pg. 43-63
 - 6C. Monthly Fire Report Pg. 64-78
 - 6D. Delta Paving Quotes (Agenda Item) Pg. 79-81
 - 6E. Art Guild Request, Elms Park (Agenda Item) Pg. 82-86
 - 6F. Fairwinds Request, Park Waiver (Agenda Item) Pg. 87-88
 - 6G. WWS TIP Request Pg. 89-93
 - 6H. WWS Data For DWSD, KWA Pg. 94-99
 - 6I. Small Cities Meeting Agenda Pg. 100-102
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. Public Hearing, 2013-2014 FY Budget PUBLIC HEARING
 - 8B. Set 2013-2014 FY Levy RESO. Pg. 8, 2
 - 8C. Appropriation, Intersection Repairs, Miller @ Fairchild & Winston RESO. Pg. 8, 79-81
 - 8D. Park Use Request, Swartz Creek Art Guild RESO. Pg. 8, 82-86
 - 8E. Park Fee Waiver, Fairwinds Girl Scout Council RESO. Pg. 9, 87-88
 - 8F. Adopt Title VI & LEP Non-Discrimination Plan RESO. Pg. 9-32
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 Tuesday May 28, 2013 7:00 P.M.

TO: Honorable Mayor, Mayor Pro-Tem & Council Members
FROM: PAUL BUCHE // City Manager
DATE: 24-May-2013

OLD / ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

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

☐ **2014-2017 T.I.P. APPLICATION** (*Status*)

The final draft is under the review process at the County MPO.

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

The Morrish Road Bridge Project is the last remaining project funded in the 2011-2014 TIP. The only item we do not have a price on yet are the four lights included in the design. We are still 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)

All appears on schedule and the project is estimated to last for two months, with a tentative start date of June 17th. Notification letters have been sent. We'll also do personal visits for businesses that may be affected.

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

Included with tonight's agenda is a public needs hearing for the 2013-2014 FY Budget. The actual budget is set for final adoption at the meeting of June 10th. As we are running about 30 days late this year, we need to set the levy tonight in order to certify with the County and get tax bills into the printer. As we have discussed, there is no anticipated change in the levy from last year's.

	FY 12 Actual YE	FY 13 Estimated YE	FY 13 Estimated YE	FY 13 Estimated Effect on Fund Balance	FY 13 Estimated Year End Fund Balance	FY 14 Recom'd Operating Revenues	FY 14 Recom'd Project Revenues	FY 14 Recom'd Operating Expend	FY 14 Recom'd Project Expend	FY 14 Est Effect on Fund Balance	FY 14 Estimated Year End Fund Balance
General Fund	1,311,189	1,725,332	1,697,925	27,406	1,338,595	1,713,753	15,849	2,076,778	30,066	(377,242)	961,353
Major Streets Fund	580,969	499,575	362,163	137,412	718,381	275,039	4,000	141,721	149,872	(12,554)	705,827
Local Streets Fund	63,799	100,444	78,726	21,718	85,517	82,945	16,000	113,043	33,500	(47,598)	37,919
Garbage Fund	472,748	336,333	421,749	(85,416)	387,332	344,631	0	477,655	0	(133,024)	254,308
DDA Fund	41,364	3,059	7,980	(4,921)	36,443	1,280	1,000	6,750	2,500	(6,970)	29,473
Drug Enforcement Fund	14,119	52,231	52,230	2	14,121	0	0	11,966	0	(11,966)	2,154
Senior Citizens Fund	50	9	56	(47)	3	0	0	2	0	(2)	0
City Hall Debt Fund	2,420	83,851	83,805	46	2,466	81,353	0	81,330	0	23	2,489
Capital Projects Fund	0	9	9	0	0	0	0	0	0	0	0
Fire Equip Fund	81,499	150	0	150	81,649	150	0	0	0	150	81,799
Water Fund	1,059,860	1,391,033	1,365,784	25,249	1,085,109	1,510,592	0	1,483,770	0	26,822	1,111,931
Sewer Fund	2,113,728	1,086,796	1,132,946	(46,150)	2,067,578	1,088,427	0	1,021,491	125,000	(58,064)	2,009,514
Motor Pool Fund	266,100	152,672	210,790	(58,118)	207,982	147,260	0	216,824	0	(69,564)	138,418
Sidewalks Fund	4,424	0	0	0	4,424	0	0	4,424	0	(4,424)	0
Weed Fund	30,317	0	0	0	30,317	0	0	30,317	0	(30,317)	0
Sewer Assessment Fund	3,650	0	0	0	3,650	0	0	0	0	0	3,650
Totals	6,046,236	5,431,493	5,414,162	17,331	6,063,567	5,245,430	36,849	5,666,072	340,938	(724,731)	5,338,837

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.

✓ **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:	June, 2013
Commence Construction:	T.B.D.

We are all set to close. The holdup is now me. The Atkinson's intend to grade and seed the property this week. They are not in a hurry to construct as they are in the process of getting another shop up and running. I've been delayed on a variety of matters, specifically Meijer and finances. I'll seek to get this closed right after Meijer is running and we are past budget.

✓ **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: BUDGET, CONTRACT & COST RECOVERY** (*Status*)

Pending.

- ✓ **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. Aside from these matters, the opening went without issue. It appears the store is doing well.
- ✓ **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)**
Pending further correspondence from 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 June. 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.

- ✓ **ADOPT TITLE VI & L.E.P. PLAN** (*Resolution*)
After much needed review and critiquing by the state, a final plan has been prepared for adoption at tonight's meeting. The plan, in its entirety, has been included in the resolution.
- ✓ **EVIP COMPETITIVE GRANT ASSISTANCE PROGRAM** (*Information*)
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.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

- ✓ **APPROPRIATION, INTERSECTION REPAIRS** (*Resolution*)
As we've discussed, the approaches to the intersections of Fairchild and Winston at Miller are in need of repair. As different projects have been in town over the last two years, we have attempted to get prices, however, the contractors have been unwilling, unable, or the cost is excessive, to take on the jobs. Delta paving has provided a quote to Tom of \$4,585 to do both intersection approaches, half the amount for each one. I recommend we proceed with the work as it'll be some time yet before we can resurface this section of Miller.
- ✓ **PARK RESERVATION REQUEST, ART GUILD** (*Resolution*)
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 request is obviously quite involved and will need some planning and oversight review which might best be handled by the Park Board. Before referring it though, I'd like to be sure the Council is in favor of another such event as well as guarding against setting to deep a precedent on these. I've included a resolution to hold these days and refer the matter for further study and recommendation before such a time as a final decision is made.
- ✓ **PARK FEE WAIVER REQUEST, FAIRWINDS GIRL SCOUT COUNCIL** (*Resolution*)
Included with tonight's festivities is a request for the waiver of fees for the use of Elms Road Park Pavilion #2 on Sunday September 15th, from 12:00 Noon to 6:00 PM, for the Fairwinds Girl Scout Council, to hold a picnic.
- ✓ **SMALL CITIES HOST MEETING** (*Information*)
We are hosting the Small Cities Meeting on Wednesday June 5th, 6:30 PM at JT's, downtown. The speaker is newly elected State Senator Jim Ananich. The topic is finances, as they relate to state supplied local revenues. Our front office needs an RSVP and meal order by May 30th for all who desire to attend. Further details are included in tonight's packet.

Council Questions, Inquiries, Requests and Comments

- *Additional Lighting, Miller – Fairchild Intersection.* We are back trying to get a review by Consumers Energy.
- *Pylon Sign, Arby's.* The building inspector took a look. There is rust at the base; however, he deems it to be safe. Management has referred the matter to corporate that will have it checked further.
- *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, Tuesday May 28, 2013 7:00 P.M.

Resolution No. 130528-4A MINUTES – MAY 13, 2013

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday May 13, 2013, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 130528-5A AGENDA APPROVAL

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of May 28, 2013, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 130528-6A CITY MANAGER’S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the City Manager’s Report of May 28, 2013, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 130528-8B SET 2013-2014 FISCAL YEAR LEVY

Motion by Councilmember: _____

I Move the Swartz Creek City Council set the 2013-2014 Fiscal Year Levy for summer tax collection, in accordance with State Statute and City Ordinance, as follows:

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

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 130528-8C APPROPRIATION, INTERSECTION REPAIRS

Motion by Councilmember: _____

I Move the City of Swartz Creek appropriate an amount not to exceed \$4,585 plus 15% contingency, to Delta Paving of Flint Michigan, for the mill and resurfacing of the approaches of the intersections of Winston at Miller and Fairchild at Miller, funds to be assigned to 202 Major Streets.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 130528-8D PARK USAGE REQUEST, SWARTZ CREEK ART GUILD

Motion by Councilmember: _____

I Move the City of Swartz Creek tentatively accept the park use request from the Swartz Creek Art Guild for September 13th & 14th 2014, and refer the matter to the Swartz Creek Parks & Recreation Board for a recommendation on the event as well as future policy for similar full use reservation vents.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 130528-8E

PARK FEE WAIVER, FAIRWINDS SCOUT COUNCIL

Motion by Councilmember: _____

I Move the City of Swartz Creek grant a waiver of fees and approve the use of Elms Road Park Pavilion #2 on Sunday, September 5, 2013, 12:00 noon to 6:00pm, for the Girl Scouts Fairwinds Council.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 130528-8F

ADOPT TITLE VI & LIMITED ENGLISH PROFICIENCY PLAN

Motion by Councilmember: _____

I Move the City of Swartz Creek adopt a Title VI Compliancy and Limited English Proficiency Plan, as follows:

**CITY OF SWARTZ CREEK
TITLE VI
NON-DISCRIMINATION PLAN**

8083 Civic Drive
Swartz Creek, MI 48473
Phone: 810 635-4464
Fax: 810 635-2887

Website: www.cityofswartzcreek.org

Title VI Coordinator:
Paul D. Bueche, City Manager
Phone: 810 635-4464
Fax: 810 635-2887
Email: pbueche@cityofswartzcreek.org

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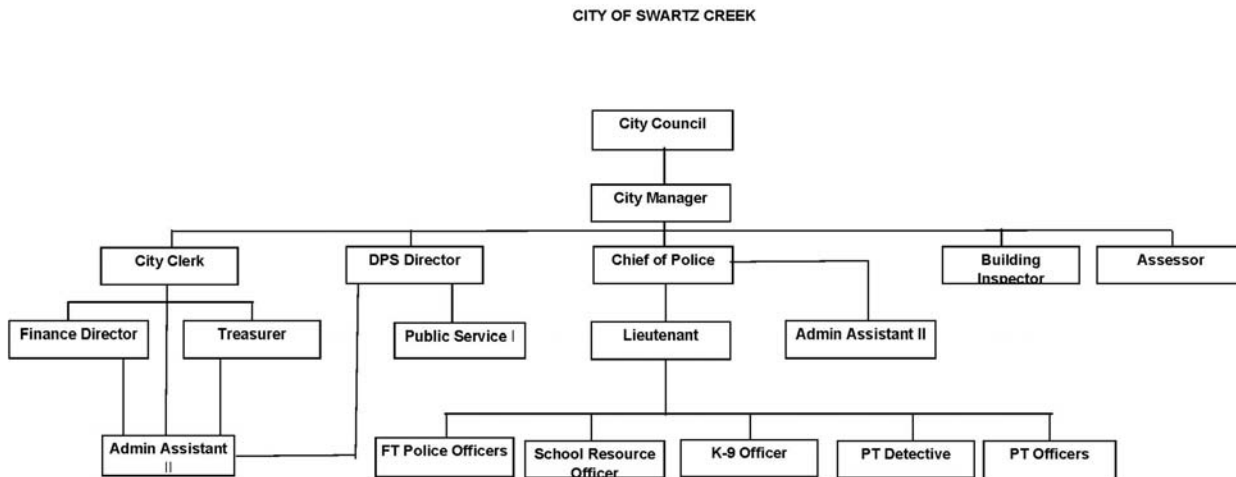
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**CITY OF SWARTZ CREEK'S
ORGANIZATION CHART**



INTRODUCTION

The City of Swartz Creek is a Michigan Municipal Corporation established by charter in 1959, pursuant to PA 279 of 1909, as amended. The City is charged with the preservation of public peace and to provide for the health, safety and welfare of its residents and visitors, including minority populations, low-income populations, the elderly, persons with disabilities, and those who traverse the state of Michigan. The City recognizes its responsibility to provide fairness and equity in all of its programs, services, and activities, and that it must abide by and enforce federal and state civil rights legislation.

Title VI of the Civil Rights Act of 1964, is the overarching civil rights law which prohibits discrimination based on race, color, or national origin, in any program, service or activity that receives federal assistance. Specifically, Title VI assures that, “No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance.” Title VI has been broadened by related statutes, regulations and executive orders. Discrimination based on sex is prohibited by Section 324 of the Federal-Aid Highway Act, which is the enabling legislation of the Federal Highway Administration (FHWA). The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 prohibit unfair and inequitable treatment of persons as a result of projects which are undertaken with Federal financial assistance. The Civil Rights Restoration Act of 1987 clarified the intent of Title VI to include all programs and activities of federal-aid recipients and contractors whether those programs and activities are federally funded or not.

In addition to statutory authorities, Executive Order 12898, “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations,” signed in February of 1994, requires federal agencies to achieve Environmental Justice as part of its mission by identifying disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations. Environmental Justice Initiatives are accomplished by involving the potentially affected public in the development of transportation projects that fit within their communities without sacrificing safety or mobility. In 1997, the U.S. Department of Transportation (USDOT) issued its DOT Order to Address Environmental Justice in Minority Populations and Low-Income Populations to summarize and expand upon the requirements of Executive Order 12898 on Environmental Justice. Also, Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency (LEP),” provides that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives Federal financial assistance.

As a recipient of federal financial assistance, the City of Swartz Creek must provide access to individuals with limited ability to speak, write, or understand the English language. The City of Swartz Creek will not restrict an individual in any way from the enjoyment of any advantage or privilege enjoyed by others receiving any service, financial aid, or other benefit under its programs or projects. Individuals may not be subjected to criteria or methods of administration which cause adverse impact because of their race, color, or national origin, or have the effect of defeating or substantially impairing accomplishment of the objectives of the program because of race, color or national origin. Therefore, the primary goals and objectives of the City of Swartz Creek’s Title VI Program are:

1. To assign roles, responsibilities, and procedures for ensuring compliance with Title VI of the Civil Rights Act of 1964 and related regulations and directives;
2. To ensure that people affected by City programs and projects receive the services, benefits, and opportunities to which they are entitled without regard to race, color, national origin, age, sex, or disability;
3. To prevent discrimination in the City of Swartz Creek’s programs and activities.
4. To establish procedures for identifying impacts in any program, service, or activity that may create illegal adverse discrimination on any person because of race, color, national origin, age, sex, or disability; or on minority populations, low-income populations, the elderly, and all interested persons and affected Title VI populations;
5. To establish procedures to annually review Title VI compliance within specific program areas within the City.
6. To set forth procedures for filing and processing complaints by persons who believe they have been subjected to illegal discrimination under Title VI in the City’s services, programs or activities.

As the sub-recipient of federal transportation funds, the City of Swartz Creek must comply with federal and state laws, and related statutes, to ensure equal access and opportunity to all persons, with respect to transportation services, facilities, activities, and programs, without regard to race, color, religion, national origin, sex, socio-economic status, or geographical location.

The City of Swartz Creek shall also ensure that their sub-recipients adhere to state and federal law and include in all written agreements or contracts, assurances that the sub-recipient must comply with Title VI and other related statutes. The City of Swartz Creek, as a sub-recipient who distributes federal transportation funds, shall monitor their sub-recipients for voluntary compliance with Title VI. In the event that non-compliance is discovered, the City will make a good faith effort to ensure that the sub-recipient corrects any deficiencies arising out of complaints related to Title VI; and that sub-

recipients will proactively gauge the impacts of any program or activity on minority populations and low-income populations, the elderly, persons with disabilities, all interested persons and affected Title VI populations.

Discrimination under Title VI

There are two types of illegal discrimination prohibited under Title VI and its related statutes. One type of discrimination which may or may not be intentional is “disparate treatment.” Disparate treatment is defined as treating similarly situated persons differently because of their race, color, national origin, sex, disability, or age.

The second type of illegal discrimination is “disparate impact.” Disparate impact discrimination occurs when a “neutral procedure or practice” results in fewer services or benefits, or inferior services or benefits, to members of a protected group. With disparate impact, the focus is on the consequences of a decision, policy, or practice rather than the intent.

The City of Swartz Creek’s efforts to prevent such discrimination must address, but not be limited to, a program’s impacts, access, benefits, participation, treatment, services, contracting opportunities, training, investigation of complaints, allocation of funds, prioritization of projects, and the overarching functions of planning, project development and delivery, right-of-way, construction, and research.

The City of Swartz Creek has developed this Title VI Plan to assure that services, programs, and activities of the City are offered, conducted, and administered fairly, without regard to race, color, national origin, sex, age, or disability of the participants or beneficiaries of federally funded programs, services, or activities (see Title VI Assurances).

CITY OF SWARTZ CREEK NON-DISCRIMINATION POLICY STATEMENT

The City of Swartz Creek reaffirms its policy to allow all individuals the opportunity to participate in federal financially assisted services and adopts the following provision:

“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” In applying this policy, the City and its sub-recipients of federal funds shall not:

1. Deny any individual with any services, opportunity, or other benefit for which such individual is otherwise qualified;
2. Provide any individual with any service, or other benefit, which is inferior (in quantity or quality) to, or which is provided in a different manner from that which is provided to others;
3. Subject any individual to segregated or disparate treatment in any manner related to such individual’s receipt of services or benefits;
4. Restrict an individual in any way from the enjoyment of services, facilities or any other advantage, privilege or other benefit provided to others;
5. Adopt or use methods of administration, which would limit participation by any group of recipients or subject any individual to discrimination;
6. Address any individual in a manner that denotes inferiority because of race, color, or national origin;
7. Permit discriminatory activity in a facility built in whole or in part with federal funds;
8. Deny any segment of the population the opportunity to participate in the operations of a planning or advisory body that is an integral part of a federally funded program;
9. Fail to provide information in a language other than English to potential or actual beneficiaries who are of limited English speaking ability, when requested and as appropriate;

10. Subject an individual to discriminatory employment practices under any federally funded program whose objective is to provide employment;
11. Locate a facility in any way, which would limit or impede access to a federally-funded service or benefit.

The City of Swartz Creek will actively pursue the prevention of any Title VI deficiencies or violations and will take the necessary steps to ensure compliance. If irregularities occur in the administration of the program's operation, procedures will be promptly implemented to resolve Title VI issues all within a period not to exceed 90 days.

The City of Swartz Creek designates Paul Bueche, City Manager as the Title VI Coordinator. The City Manager will be responsible for initiating and monitoring Title VI activities and other required matters, ensuring that the City of Swartz Creek complies with the Title VI regulations and pursues prevention of Title VI deficiencies or violations. Inquiries concerning the City of Swartz Creek and Title VI may be directed to the City Manager, 8083 Civic Dr., Swartz Creek, MI. 48473; Phone: 810 635-4464; Fax: 810 635-2887; Email: pbueche@cityofswartzcreek.org.

David Krueger, Mayor

Paul D. Bueche, City Manager

**CITY OF SWARTZ CREEK
TITLE VI ASSURANCE**

The City of Swartz Creek (hereinafter referred to as the "Recipient") hereby agrees that as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d-42 USC 2000d-4 (hereinafter referred to as the "Act"), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-Assisted Programs for the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the "Regulations") and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of gender, race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient received Federal financial assistance from the Department of Transportation, including the Federal Highway Administration, and hereby gives assurances that it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7 (a) (1) and (b) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurance with respect to the Federal Aid Highway Program:

1. That the Recipient agrees that each "program" and each "facility as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all Federal Aid Highway Programs and, in adapted form in all proposals for negotiated agreements:

“The (Recipient), in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act and the Regulations.
4. That the Recipient shall insert the clauses of Appendix B of this assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.
7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal Aid Highway Program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under the Federal Aid Highway Program.
8. That this assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision

of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom it delegates specific authority to give reasonable guarantee that it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient under the Federal Aid Highway Program and is binding on it, other recipients, sub-grantees, contractors, sub-contractors, transferees, successors in interest and other participants in the Federal Aid Highway Program. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

City of Swartz Creek

Paul D. Bueche, City Manager

Date

AUTHORITIES

Title VI of the Civil Rights Act of 1964, 42 USC 2000d to 2000d-4; 42 USC 4601 to 4655; 23 USC 109(h);

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin (including Limited English Proficiency), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance (please refer to 23 CFR 200.9 and 49 CFR 21). Related statutes have broadened the grounds to include age, sex, low income, and disability.

The Civil Rights Restoration Act of 1987 also broadened the scope of Title VI coverage by expanding the definition of terms “programs or activities” to include all programs or activities of Federal Aid recipients, sub-recipients, and contractors, whether such programs and activities are federally assisted or not (Public Law 100-259 [S. 557] March 22, 1988).

Federal Aid Highway Act of 1973, 23 USC 324: No person shall on the ground of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal assistance under this title or carried on under this title.

Age Discrimination Act of 1975, 42 USC 6101: No person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity receiving federal financial assistance.

Americans With Disabilities Act of 1990 PL 101-336: No qualified individual with a disability shall, by reason of his/her disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination by a department, agency, special purpose district or other instrumentality of a state or local government.

Section 504 of the Rehabilitation Act of 1973: No qualified individual with a disability shall, solely by reason of his/her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity that receives or benefits from federal financial assistance.

USDOT Order 1050.2: Standard Title VI Assurances

EO12250: Department of Justice Leadership and coordination of Non-discrimination Laws.

EO12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations.

28 CFR 50.3: Guidelines for the enforcement of Title VI of the Civil Rights Act of 1964.

EO13166: Improving Access to Services for Persons with Limited English Proficiency.

DEFINITIONS

Adverse Effects – The totality of significant individual or cumulative human health or environmental effects including interrelated social and economic effects, which may include, but are not limited to: (See Appendix E for additional discussion of “significant”)

- Bodily impairment, infirmity, illness or death
- Air, noise and water pollution and soil contamination
- Destruction or disruption of man-made or natural resources
- Destruction or diminution of aesthetic values
- Destruction or disruption of community cohesion or community’s economic vitality
- Destruction or disruption of the availability of public and private facilities and services
- Adverse employment effects
- Displacement of person’s businesses, farms or non-profit organizations
- Increased traffic congestion, isolation, exclusion or separation of minority or low-income individuals within a given community or from the broader community
- Denial of, reduction in, or significant delay in the receipt of benefits of the City programs, policies and activities

Federal Assistance – Includes grants and loans of federal funds; the grant or donation of federal property and interests in property; the detail of federal personnel, federal property or any interest in such property without consideration or at a nominal consideration or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient; and any federal agreement, arrangement or other contract which has, as one of its purposes, the provision of assistance.

Limited English Proficiency - Individuals with a primary or home language other than English who must, due to limited fluency in English, communicate in that primary or home language if the individuals are to have an equal opportunity to participate effectively in or benefit from any aid, service or benefit provided by the City.

Low-Income – A person whose median household income is at or below the Department of Health and Human Service Poverty guidelines (see <http://aspe.hhs.gov/poverty/>).

Low-Income Population – Any readily identifiable group of low-income persons who live in geographic proximity and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed City program, policy or activity.

Minority – A person who is:

- a. Black – A person having origins in any of the black racial groups of Africa;
- b. Hispanic – A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race;
- c. Asian American – A person having origins in any of the original people of the Far East, Southeast Asia, the Indian sub-continent, or the Pacific Islands; or
- d. American Indian and Alaskan Native – A person having origins in any of the original people of North America and who maintains cultural identification through tribal affiliation or community recognition.

Minority Population – Any readily identifiable groups of minority persons who live in geographic proximity and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed City program, policy or activity.

Non-Compliance – A recipient has failed to meet prescribed requirements and has shown an apparent lack of good faith effort in implementing all the requirements of Title VI and related statutes.

Persons – Where designation of persons by race, color or national origin is required, the following designation ordinarily may be used; “White not of Hispanic origin”, “Black not of Hispanic origin”, “Hispanic”, “Asian or Pacific Islander”,

“American Indian or Alaskan Native”. Additional sub-categories based on national origin of primary language spoken may be used, where appropriate, on either a national or a regional basis.

Program – Includes any road or park project including planning or any activity for the provision of services financial aid or other benefits to individuals. This includes education or training, work opportunities, health welfare, rehabilitation, or other services, whether provided directly by the recipient of federal financial assistance or provided by others through contracts or other arrangements with the recipient.

Recipient - Any state, territory, possession, the District of Columbia, Puerto Rico, or any political subdivision, or instrumentality thereof, or any public or private agency, institution, or organization, or other entity, or any individual, in any state, territory, possession, the District of Columbia, or Puerto Rico, to whom Federal assistance is extended, either directly or through another recipient, for any program. Recipient includes any successor, assignee, or transferee thereof, but does not include any ultimate beneficiary under any such program.

Significant Adverse effects on Minority and Low-Income Populations – An adverse affect that:

- a. is predominantly borne by a minority population and/or a low-income population, or
- b. will be suffered by the minority population and/or low-income population and is shown to be appreciably more severe or greater in magnitude than the adverse effect that will be suffered by the non-minority population and/or non-low-income population.

Sub-Recipient – Any agency such as a council of governments, regional planning agency, or educational institution, for example, that received Federal Highway Administration (FHWA) funds through the State DOT and not directly from the FHWA. Other agencies, local governments, contractors, consultants that receive these funds are all considered sub-recipients.

ADMINISTRATION – GENERAL

The City of Swartz Creek designates Paul D. Bueche, City Manager as the Title VI Coordinator (hereinafter referred to as the “Title VI Coordinator”). Mr. Bueche shall have lead responsibility for coordinating the administration of the Title VI and related statutes, programs, plans, and assurances.

Complaints: If any individual believes that he/she or any other program beneficiaries have been the object of unequal treatment or discrimination as to the receipt of benefits and/or service, or on the grounds of race, color, national origin (including Limited English Proficiency), sex, age or disability, he/she may exercise his/her right to file a complaint with the City. Complaints may be filed with the Title VI Coordinator. Every effort will be made to resolve complaints informally at the lowest level.

Data Collection: Statistical data on race, color, national origin, English language ability and sex of participants in and beneficiaries of the City; e.g., impacted citizens and affected communities will be gathered and maintained by the City. The gathering procedures will be reviewed annually to ensure sufficiency of the data in meeting the requirements of the Title VI program.

Program Reviews: Special emphasis program reviews will be conducted based on the annual summary of Title VI activities, accomplishments, and problems. The reviews will be conducted by the Title VI Coordinator to assure effectiveness in their compliance of Title VI provisions. The Title VI Coordinator will coordinate efforts to ensure the equal participation in all their programs and activities at all levels. The City does not have any special emphasis programs at this time.

Title VI Reviews on Sub-Recipients: Title VI compliance reviews will be conducted annually by the Title VI Coordinator. Priority for conducting reviews will be given to those recipients of federal (U.S. Department of Transportation) funds with the greatest potential of impact to those groups covered by the Act. The reviews will entail examination of the recipients’ adherence to all Title VI requirements. The status of each review will be reported in the annual update and reported to relevant U.S. Department of Transportation (USDOT) modes upon request.

Annual Reporting Form: The Title VI Coordinator will be responsible for coordination, compilation, and submission of the annual reporting form data to the Michigan Department of Transportation (MDOT), Civil Rights Program Unit via the Sub-Recipient Annual Certification Form (MDOT form #0179) by October 5th.

Title VI Plan Updates: If updated, a copy of Title VI Plan will be submitted to the MDOT, Civil Rights Program Unit, as soon as the update has been completed, or as soon as practicable, and no later than 30 days if significant changes are made.

Public Dissemination: The City will disseminate Title VI Program information to City employees and to the general public. Title VI Program information will be submitted to sub-recipients, contractors and beneficiaries. Public dissemination will include inclusions of Title VI language in contracts and publishing the Title VI Plan on the City's internet website, at www.cityofswartzcreek.org

Remedial Action: The City, through the Title VI Coordinator, will actively pursue the prevention of Title VI deficiencies and violations and will take the necessary steps to ensure compliance with all program administrative requirements. When deficiencies are found, procedures will be promptly implemented to correct the deficiencies and to put in writing the corrective action(s). The period to determine corrective action(s) and put it/them in writing to effect compliance may not exceed 90 days from the date the deficiencies are found.

LIMITED ENGLISH PROFICIENCY (LEP) PLAN

On August 11, 2000, President William J. Clinton signed an executive order, Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiencyⁱ, to clarify Title VI of the Civil Rights Act of 1964. It had as its purpose, to ensure accessibility to programs and services to otherwise eligible persons who are not proficient in the English language.

This executive order stated that individuals who do not speak English well and who have a limited ability to read, write and speak, or understand English are entitled to language assistance under Title VI of the Civil Rights Act of 1964 with respect to a particular type of service, benefit, or encounterⁱⁱ. These individuals are referred to as being limited in their ability to speak, read, write, or understand English, hence the designation, "LEP," or Limited English Proficient. The Executive Order states that:

"Each federal agency shall prepare a plan to improve access to its federally conducted programs and activities by eligible LEP persons. Each plan shall be consistent with the standards set forth in the LEP Guidance, and shall include the steps the agency will take to ensure that eligible LEP persons can meaningfully access the agency's programs and activities."

Not only do all federal agencies have to develop LEP plans as a condition of receiving federal financial assistance, recipients have to comply with Title VI and LEP guidelines of the federal agency from which funds are provided as well.

Federal financial assistance includes grants, training, use of equipment, donations of surplus property, and other assistance. Recipients of federal funds range from state and local agencies, to nonprofits and organizations. Title VI covers a recipient's entire program or activity. This means all parts of a recipient's operations are covered, even if only one part of a recipient's organization receives the federal assistance. Simply put, any organization that receives federal financial assistance is required to follow this Executive Order.

The City of Swartz Creek receives funds from the US Department of Transportation via the Federal Highway Administration.

The US Department of Transportation published *Policy Guidance Concerning Recipients' responsibilities to Limited English Proficient Person* in the December 14th, 2005 Federal Register.ⁱⁱⁱ

The Guidance implies that the City of Swartz Creek is an organization that must follow this guidance:

This guidance applies to all DOT funding recipients, which include state departments of transportation, state motor vehicle administrations, airport operators, metropolitan planning organizations, and regional, state, and local transit operators, among many others. Coverage extends to a recipient's entire program or activity, i.e., to all parts of a recipient's operations. This is true even if only one part of the recipient receives the Federal assistance. For example, if DOT provides assistance to a state department of transportation to rehabilitate a particular highway on the National Highway System, all of the operations of the entire state department of transportation—not just the particular highway program or project—are covered by the DOT guidance.

Elements of an Effective LEP Policy

The US Department of Justice, Civil Rights Division has developed a set of elements that may be helpful in designing and LEP policy or plan. These elements include:

1. Identifying LEP persons who need language assistance
2. Identifying ways in which language assistance will be provided
3. Training Staff
4. Providing notice to LEP persons
5. The recommended method of evaluating accessibility to available transportation services is the Four-Factor Analysis identified by the USDOT.

These recommended plan elements have been incorporated into this plan.

Methodology for Assessing Needs and Reasonable Steps for an Effective LEP Policy

The DOT guidance outlines four factors recipients should apply to the various kinds of contacts they have with the public to assess language needs and decide what reasonable steps they should take to ensure meaningful access for LEP persons:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity, or service of the recipient or grantee.
2. The frequency with which LEP individuals come in contact with the program.
3. The nature and importance of the program, activity, or service provided by the recipient to the LEP Community.
4. The resources available to the City of Swartz Creek and overall cost.

The greater the number or proportion of eligible LEP persons, the greater the frequency with which they have contact with a program, activity, or service and the greater the importance of that program, activity, or service, the more likely enhanced language services will be needed. The intent of DOT's guidance is to suggest a balance that ensures meaningful access by LEP persons to critical services while not imposing undue burdens on small organizations and local governments.

Smaller recipients with more limited budgets are typically not expected to provide the same level of language service as larger recipients with larger budgets.

The DOT guidance is modeled after the Department of Justice's guidance and requires recipients and sub-recipients to take steps to ensure meaningful access to their programs and activities to LEP persons. More information for recipients and sub-recipients can be found at <http://www.lep.gov>.

The Four-Factor Analysis

This plan uses the recommended four-factor analysis of an individualized assessment considering the four factors outlined above. Each of the following factors is examined to determine the level and extent of language assistance measures required to sufficiently ensure meaningful access to the City of Swartz Creek services and activities that may affect their quality of life. Recommendations are then based on the results of the analysis.

Factor 1: The Proportion, Numbers and Distribution of LEP Persons

The Census Bureau has a range for four classifications of how well people speak English. The classifications are: 'very well,' 'well,' 'not well,' and 'not at all.' For our planning purposes, we are considering people that speak English less than 'very well' as Limited English Proficient persons.

As seen in Table #1, the Census 2011 Data for the City of Swartz Creek shows a small amount of the population that would speak English less than 'very well.'

TABLE #1

LANGUAGE SPOKEN AT HOME	# OF INDIVIDUALS	PERCENTAGE
Population 5 years and over	4,767	4,767
English only	4,630	97.1%
Language other than English	137	2.9%
Speak English less than "very well"	71	1.5%
Spanish	32	0.7%
Speak English less than "very well"	12	0.3%
Other Indo-European languages	73	1.5%
Speak English less than "very well"	43	0.9%
Asian and Pacific Islander languages	32	0.7%
Speak English less than "very well"	16	0.3%
Other languages	0	0.0%
Speak English less than "very well"	0	0.0%

Factor 2: Frequency of Contact with LEP Individuals

The city has conducted an informal survey of our employees with regard to whether they have had encounters with LEP individuals in the performance of their job functions and found that they have had few encounters with LEP individuals. We have offices accessible to the public and therefore accessible to LEP individuals and we have staff that work in the field that could encounter LEP individuals. Additionally, regular City Council meetings are held on the second and fourth Monday of each month which would potentially bring LEP individuals to these meetings. Given the small concentration of LEP individuals as displayed in Table #1 (above) the probability of our employees to encounter and LEP individual is low.

Factor 3: The Nature and Importance of the Program, Activity, or Service to LEP

The City of Swartz Creek serves individuals throughout the City in a variety of ways including managing roads, water, sewer, police, fire, elections, and other services to citizens of the City and individuals from outside of the City, such as visitors and those traversing the state. The nature of the services that the City provides is very important to an individual's day-to-day life. Therefore the denial of services to an LEP individual could have a significant detrimental effect. Although the LEP population in the City is small, we will ensure accessibility to all of our programs, services, and activities.

Factor 4: The Resources Available to the City of Swartz Creek and Overall Cost

US Department of Transportation Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons published in the Federal Register: December 14, 2005 (Volume 70, Number 239) states:

"Certain DOT recipients, such as those serving very few LEP persons or those with very limited resources, may choose not to develop a written LEP plan."

The City of Swartz Creek does serve very few LEP persons and has very limited resources; therefore it has decided to include a LEP section in its Title VI Plan in order to comply with the Executive Order.

Safe Harbor Stipulation

Federal law provides a "Safe Harbor" situation so that recipients can ensure with greater certainty that they comply with their obligation to provide written translations in languages other than English. A "Safe Harbor" means that if a recipient provides written translation in certain circumstances, such action will be considered strong evidence of compliance with the recipient's written-translation obligations under Title VI.

The failure to provide written translations under the circumstances does not mean there is non-compliance, but rather provides a guide for recipients that would like greater certainty of compliance than can be provided by a fact-intensive, four factor analysis. For example, even if a Safe Harbor is not used, if written translation of a certain document(s) would be so burdensome as to defeat the legitimate objectives of its program, it is not necessary. Other ways of providing meaningful access, such as effective oral interpretation of certain vital documents, might be acceptable under such circumstances.

Strong evidence of compliance with the recipient's written translation obligations under "Safe Harbor" includes providing written translations of vital documents for each eligible LEP language group that constitutes 5% or 1,000, whichever is less, of the population of persons eligible to be served or likely to be affected or encountered. Translation of other documents, if needed, can be provided orally.

This "Safe Harbor" provision applies to the translation of written documents only. It does not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and are reasonable.

Given the small number of LEP language group members, the City of Swartz Creek budget and number of staff, it is deemed that written translations of vital documents would be so burdensome as to defeat the legitimate objectives of our programs. It is more appropriate for the City of Swartz Creek to proceed with oral interpretation options for compliance with LEP regulations.

Providing Notice to LEP Persons

USDOT LEP guidance says:

Once an agency has decided, based on the four factors, that it will provide language service, it is important that the recipient notify LEP persons of services available free of charge. Recipients should provide this notice in languages LEP persons would understand.

The guidance provides several examples of notification including:

1. Signage in languages that an LEP individual would understand when free language assistance is available with advance notice.
2. Stating in outreach documents that free language services are available from the agency.
3. Working with community-based organizations and other stakeholders to inform LEP individuals of the recipient's services, including the availability of language assistance services.

Statements in languages that an LEP individual would understand will be placed in public information and public notices informing LEP individuals that person's requiring language assistance and/or special accommodations will be provided the requested service free of charge, with reasonable advance notice to the City of Swartz Creek.

Options and Proposed Actions

Options:

Federal fund recipients have two (2) main ways to provide language services: oral interpretation either in person or via telephone interpretation service and written translation. The correct mix should be based on what is both necessary and reasonable in light of the four-factor analysis.^{iv}

The City of Swartz Creek is defining an interpreter as a person who translates spoken language orally, as opposed to a translator, who translates written language and transfers the meaning of written text from one language into another. The person who translates orally is not a translator, but an interpreter.^v

Considering the relatively small size of the City of Swartz Creek, the small number of LEP individuals in the service area, and limited financial resources, it is necessary to limit language aid to the most basic and cost-effective services.

What the City of Swartz Creek will do. What actions will the City of Swartz Creek take?

- Notify the public that interpreter services are available upon request, with seven day advance notice.
- With advance notice of seven calendar days, the City will provide interpreter services at public meetings, including language translation and signage for the hearing impaired.

- The City will utilize the *Translators Resource List* as provided by MDOT for translation services and verbal interpretation.
- The Census Bureau “I-speak” Language Identification Card will be distributed to all employees that may potentially encounter LEP individuals.
- Once the LEP individual’s language has been identified, an agency from the *Translators Resource List* will be contacted to provide interpretation services.
- Publications of the city’s complaint form will be made available online and upon request.
- In the event that a City employee encounters an LEP individual, they will follow the procedure listed below:

OFFICE ENCOUNTER

1. Provide an I-speak language identification card to determine the language spoken of the LEP individual.
2. Once the foreign language is determined, provide information to Title VI coordinator who will contact an interpreter from MDOT’s *Translators Resource List*.
3. If the need is for a document to be translated, the Title VI coordinator may elect to have the document translated and provided to the requestor.

ROAD ENCOUNTER

1. Road crew employees will immediately contact the Title VI coordinator for assistance, and provide an I-speak language identification card to the LEP individual to determine the language spoken of the individual.
2. Once the foreign language is determined, provide information to Title VI coordinator who will contact an interpreter from MDOT’s *Translators Resource List* to provide telephonic interpretation.
3. If the need is for a document to be translated, the Title VI coordinator will have the document translated and provided to the requestor as soon as possible.

IN WRITING

1. Once a letter has been received it will be immediately forwarded to the Title VI Coordinator.
2. The Title VI Coordinator will contact an translator from the MDOT’s *Translators Resource List* to determine the specifics of the letter request information.
3. The Title VI Coordinator will work with the selected agency to provide the requested service to the individual in a timely manner.

OVER THE PHONE

1. If someone calls into our office speaking another language every attempt will be made to keep that individual on the line until an interpreter can be conferenced into the line and if possible determine the language spoken of the caller.
2. Once the language spoken by the caller has been identified, we will proceed with providing the requested assistance to the LEP individual.

The City of Swartz Creek's Staff Training

The City of Swartz Creek's Staff will be provided training on the requirements for providing meaningful access to services for LEP persons.

ENVIRONMENTAL JUSTICE

Compliance with Title VI includes ensuring that no minority or low income population suffers "disproportionately high and adverse human health or environmental effect" due to any "programs, policies and activities" undertaken by any agency receiving federal funds. This obligation will be met by the City in the following ways:

- When planning specific programs or projects, identifying those populations that will be affected by a given program or project.
- If a disproportionate effect is anticipated, following mitigation procedures.
- If mitigation options do not sufficiently eliminate the disproportionate effect, discussing and, if necessary, implementing reasonable alternatives.

Disproportionate effects are those effects which are appreciably more severe for one group or predominantly borne by a single group. The City will use U.S. Census data to identify low income and minority populations.

Where a project impacts a small number or area of low income or minority populations, the City will document that:

- Other reasonable alternatives were evaluated and were eliminated for reasons such as the alternatives impacted a far greater number of people or did greater harm to the environment; etc.
- The project's impact is unavoidable;
- The benefits of the project far out-weigh the overall impacts; and
- Mitigation measures are being taken to reduce the harm to low income or minority populations.

If it is concluded that no minority and/or low income population groups are present in the project area, the City of Swartz Creek will document how the conclusion was reached. If it is determined that one or more of these population groups are present in the area, the City will administer potential disproportionate effects test.

The following steps will be taken to assess the impact of projects on minority and/or low income population groups:

STEP ONE: Determine if a minority or low income population is present within the project area. If the conclusion is that no minority and/or low income population is present within the project area, document how the conclusion was reached. If the conclusion is that there are minority populations and/or low income population groups present, proceed to Step Two.

STEP TWO: Determine whether project impacts associated with the identified low income and minority populations are disproportionately high and adverse. In doing so, refer to the list of potential impacts and questions contained in Appendix E. If it is determined that there are disproportionately high and adverse impacts to minority and low income populations, proceed to Step Three.

STEP THREE: Propose measures that will avoid, minimize and/or mitigate disproportionately high and disproportionate adverse impacts and provide offsetting benefits and opportunities to enhance communities, neighborhoods and individuals affected by proposed project.

STEP FOUR: If after mitigation, enhancements and off setting benefits to the affected populations, there remains a high and disproportionate adverse impact to minority or low income populations, then the following questions must be considered:

Question 1: Are there further mitigation measures that could be employed to avoid or reduce the adverse effect to the minority or low income population?

Question 2: Are there other additional alternatives to the proposed action that would avoid or reduce the impacts to the low income or minority populations?

Question 3: Considering the overall public interest, is there a substantial need for the project?

Question 4: Will the alternatives that would satisfy the need for the project and have less impact on protected populations (a) have other social economic or environmental impacts that are more severe than those of the proposed action (b) have increased costs of extraordinary magnitude?

STEP FIVE: Include all findings, determinations or demonstrations in the environmental document prepared for the project.

FILING A TITLE VI COMPLAINT

I. Introduction

The Title VI complaint procedures are intended to provide aggrieved persons an avenue to raise complaints of discrimination regarding the City programs, activities, and services as required by statute.

II. Purpose

The purpose of the discrimination complaint procedures is to describe the process used by the City for processing complaints of discrimination under Title VI of the Civil Rights Act of 1964 and related statutes.

III. Roles and Responsibilities

The Title VI Coordinator has overall responsibility for the discrimination complaint process and procedures. The Title VI Coordinator may, at his/her discretion assign a capable person to investigate the complaint.

The designated investigator will conduct an impartial and objective investigation, collect factual information and prepare a fact-finding report based upon information obtained from the investigation.

IV. Filing a Complaint

The complainant shall make himself/herself reasonably available to the designated investigator, to ensure completion of the investigation within the timeframes set forth.

Applicability: The complaint procedures apply to the beneficiaries of the City programs, activities, and services; including but not limited to: the public, contractors, sub-contractors, consultants, and other sub-recipients of federal and state funds.

Eligibility: Any person who believes that he/she has been excluded from participation in, denied benefits or services of any program or activity administered by the City or its sub-recipients, consultants, and contractors on the basis of race, color, national origin (including Limited English Proficiency), sex, age or disability may bring forth a complaint of discrimination under Title VI.

Time Limitation on Filing Complaints: Title VI complaints may be filed with the Title VI Coordinator's office. In all situations, the employees of the City must contact the Title VI Coordinator immediately upon receipt of Title VI related complaints.

Complaints must be filed within 180 days of the alleged discrimination. If the complainant could not reasonably be expected to know that the act was discriminatory within the 180 day period, he/she will have 60 additional days after becoming aware of the illegal discrimination to file the complaint.

Complaints must be in writing, and must be signed by the complainant and/or the complainant's representative. The complaint must set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In cases where the complainant is unable or incapable of providing a written statement, the complainant will be assisted in converting the verbal complaint into a written complaint. All complaints, however, must be signed by the complainant and/or by the complainant's representative.

Items that should not be considered a formal complaint: (unless the items contain a signed cover letter specifically alleging a violation of Title VI) include but are not limited to:

1. An anonymous complaint that is too vague to obtain required information
2. Inquiries seeking advice or information

3. Courtesy copies of court pleadings
4. Newspaper articles
5. Courtesy copies of internal grievances

V. Investigation

Investigation Plan: The investigator shall prepare a written plan, which includes, but is not limited to the following:

- Names of the complainant(s) and respondent(s)
- Basis for complaint
- Issues, events or circumstances that caused the person to believe that he/she has been discriminated against
- Information needed to address the issue
- Criteria, sources necessary to obtain the information
- Identification of key people
- Estimated investigation time line
- Remedy sought by the complainant(s)

Conducting the Investigation:

- The investigation will address only those issues relevant to the allegations in the complaint.
- Confidentiality will be maintained as much as possible.
- Interviews will be conducted to obtain facts and evidence regarding the allegations in the complaint. The investigator will ask questions to elicit information about aspects of the case.
- A chronological contact sheet is maintained in the case file throughout the investigation.
- If a Title VI complaint is received on a MDOT related contract against the City of Swartz Creek, MDOT will be responsible for conducting the investigation of the complaint. Upon receipt of a Title VI complaint filed against the City of Swartz Creek, the complaint and any pertinent information should immediately be forwarded to the MDOT, Civil Rights Program Unit.

Investigation Reporting Process:

- Complaints made against a City of Swartz Creek's sub-recipient should be investigated by the City, following the internal complaint process.
- Within 40 days of receiving the complaint, the investigator shall prepare an investigative report and submit the report and supporting documentation to the office of the City Manager, Paul Bueche, for review.
- The City Manager shall review the file and investigative report. Subsequent to the review, the City Manager shall make a determination of "probable cause" or "no probable cause" and prepare a decision letter.

Retaliation:

Laws enforced by the City prohibit retaliation or intimidation against anyone because an individual has either taken action or participated in action to secure rights protected by such laws. If you experience retaliation or intimidation separate from the discrimination alleged in this complaint please contact:

Paul D. Bueche, City Manager
City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473
Phone: 810 635-4464
Fax: 810 635-2887
Email: pbueche@cityofswartzcreek.org

Reporting Requirements to an External Agency

A copy of the complaint, together with a copy of the investigation report and final decision letter will be forwarded to the MDOT, Civil Rights Program Unit within 60 days of the date the complaint was received.

Records

All records and investigative working files are maintained in a confidential area. Records are kept for three years.

APPENDIX A - [TO BE INSERTED IN ALL FEDERAL-AID CONTRACTS]

During the performance of this contract, the contractor, for itself, its assignees and successors, in interest (hereinafter referred to as the “contractor”) agrees, as follows:

1. **Compliance with Regulations:** The contractor shall comply with Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials in the discrimination prohibited by Section 21.5 of the Regulation, including employment practices when the contractor covers a program set for in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor’s obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations, or directives issues pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the State Highway Department of the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the State Highway Department or the Federal Highway Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event the contractor’s noncompliance with the nondiscrimination provisions of this contract, the State Highway Department shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the contractor under the contract until the contractor complies and/or
 - b. Cancellation, termination or suspension of the contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor shall include provisions of paragraphs (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the State Highway Department or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the State Highway Department to enter into such litigation to protect the interests of the State, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B - TRANSFER OF PROPERTY

The following clauses shall be included in any and all deeds effecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

(GRANTING CLAUSE)

NOW THEREFORE, the Department of Transportation, as authorized by law, and upon the condition that the State of Michigan, will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code, the Regulations for the Administration of the Department of Transportation and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. 2000d to 2000d-4) does hereby remise, release, quitclaim and convey unto the State of Michigan all the right, title and interest of the Department of Transportation in and to said lands described Exhibit "A" attached hereto and made a part hereof.

(HABENDUM CLAUSE)*

TO HAVE AND TO HOLD said lands and interests therein unto the State of Michigan, and its successors forever, subject, however, the covenant, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on the State of Michigan, its successors and assigns.

The State of Michigan, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part, on, over, or under such lands hereby conveyed (,) (and)*(2) that the State of Michigan shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended (,) and (3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, the Department shall have a right to re-enter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this deed.

*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title VI of the Civil Rights Act of 1964.

APPENDIX C - PERMITS, LEASES AND LICENSES

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by the Michigan Department of Transportation, pursuant to the provisions of Assurance 7(a).

The grantee, licensee, lessee, permittee, etc., (as appropriate) for himself, his heirs, personal representative, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases, add, "as a covenant running with the land") that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall remain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

(Include in licenses, leases, permits, etc.)*

That in the event of breach of any of the above nondiscrimination covenants, the Michigan Department of Transportation shall have the right to terminate the license, lease, permit, etc., and to re-enter and repossess said land and the facilities thereon, and hold the same as if said license, lease, permit, etc., had never been made or issued.

(Include in deeds)*

That in the event of breach of any of the above nondiscrimination covenants, the Michigan Department of Transportation shall have the right to re-enter lands and facilities hereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of the State of Michigan Department of Transportation and its assigns.

*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of the Title VI of the Civil Rights Act of 1964 and the Civil Rights Act of 1987.

APPENDIX D - TITLE VI COMPLAINT FORM

**CITY OF SWARTZ CREEK
TITLE VI COMPLAINT FORM**

Title VI of the Civil Rights Act of 1964 states that “No person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefit of, or otherwise be subjected to discrimination in any program, service, or activity receiving federal assistance.”

This form may be used to file a complaint with the City of Swartz Creek based on violations of Title VI of the Civil Rights Act of 1964. You are not required to use this form; a letter that provides the same information may be submitted to file your complaint. **Complaints should be filed within 180 days of the alleged discrimination. If you could not reasonably be expected to know the act was discriminatory within 180 day period, you have 60 days after you became aware to file your complaint.**

If you need assistance completing this form due to a physical impairment, please contact Paul Bueche by phone at 810-635-4464 or via e-mail at pbueche@cityofswartzcreek.org.

Name: _____ Date: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ (home) _____ (work)

Individual(s) discriminated against, if different than above (use additional pages, if needed).

Name: _____ Date: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ (home) _____ (work)

Please explain your relationship with the individual(s) indicated above: _____

Name of agency and department or program that discriminated:

Agency or department name: _____

Name of individual (if known): _____

Address: _____

City: _____ State: _____ Zip: _____

Date(s) of alleged discrimination:

Date discrimination began _____ Last or most recent date _____

ALLEGED DISCRIMINATION:

If your complaint is in regard to discrimination in the delivery of services or discrimination that involved the treatment of you by others by the agency or department indicated above, please indicate below the basis on which you believe these discriminatory actions were taken.

____ Race

____ Religion

____ Color

____ National Origin

____ Age

____ Sex

____ Disability

____ Income

Explain: Please explain as clearly as possible what happened. Provide the name(s) of witness (es) and others involved in the alleged discrimination. (Attach additional sheets, if necessary, and provide a copy of written material pertaining to your case).

Signature: _____ Date: _____

Please return completed form to: Paul Bueche, 8083 Civic Drive, Swartz Creek, MI 48473; Phone: 810 635-4464; Fax: 810 635-2887; E-mail: pbueche@cityofswartzcreek.org

Note: *The City of Swartz Creek prohibits retaliation or intimidation against anyone because that individual has either taken action or participated in action to secure rights protected by policies of the City. Please inform the person listed above if you feel you were intimidated or experience perceived retaliation in relation to filing this complaint.*

APPENDIX E - DETERMINE/DISTINGUISH SIGNIFICANT/NON-SIGNIFICANT EFFECTS

“Significant” requires considerations of both context and intensity:

- (a) *Context*. This means that the significance of an action must be analyzed in several contexts such as society as a whole (human, nation), the affected region, the affected interests, and the locality. Significance varies with the setting of the proposed action. For instance, in the case of a site-specific action, significance would usually depend upon the effects in the local area rather than in the world as a whole. Both short-and long-term effects are relevant.
- (b) *Intensity*. This refers to the severity of impact. Responsible officials must bear in mind that more than one agency may make decisions about partial aspects of a major action. The following should be considered in evaluating intensity:
 - (1) Impacts that may be both beneficial and adverse. A significant effect may exist even if, on balance, the effect would be beneficial.

“Non-significant effect” means no substantial change to an environmental component and this no material bearing on the decision-making process.

Scientific, technical, institutional, the public’s value, and the local economic conditions influence the meaning of significant effect.

If an alternative would provide a beneficial effect, then the alternative would cause no significant adverse effect. If an alternative would provide an adverse effect, the effect might be significant or the effect might be non-significant.

Determinations of “significant” and “non-significant” effects will be made by the City Manager.

APPENDIX F - PROGRAM COMPLIANCE & REVIEW GOALS FOR CURRENT PLAN YEAR

1. The City of Swartz Creek’s Title VI Plan will be communicated to each City Department Head who will review the plan with departmental employees.
2. The City of Swartz Creek’s Title VI Plan will be published on the main page of the City of Swartz Creek’s website.
3. Appendix A will be included in all City of Swartz Creek contracts as outlined in the Title VI Plan.
4. The language in Number 2 of the City of Swartz Creek’s Title VI Assurance will be included in all solicitations for bids for work or material subject to the Regulations and in all proposals for negotiated agreements.
5. The procedure(s) for responding to individuals with Limited English Proficiency will be implemented.
6. All City of Swartz Creek employees will be trained or made aware of the LEP procedure and the Title VI complaint procedure.
7. A review of City facilities will be conducted in reference to compliance with the American Disabilities Act.
8. The following data will be collected and reviewed by the Title VI Coordinator and included, where appropriate, in the annual report submitted to MDOT.
 - a. **Boards and Commissions:** The number of vacancies; how vacancies are advertised and filled; the number of applicants; the representation of minorities will be evaluated.
 - b. **Public Meetings:** The number of open meetings; how meeting dates and times are communicated to the general public and to individuals directly affected by the meeting.
 - c. **Construction Projects:** The number of construction projects, number of minority contractors bidding and the number selected; verification that Title VI language was included in bids and contracts for each project.
 - d. **LEP Needs:** The number of requests for language assistance that were requested or required and the outcome of these requests.
 - e. **Complaints:** The number of Title VI complaints received; nature of the complaints; resolution of the complaints.
 - f. **Timeliness of Services:** The number of requests for services; amount of time from request to when service was delivered; number of requests denied.
 - g. **Right of Way/Imminent Domain:** The number of such actions and diversity of individual affected.
 - h. **Program Participants:** Racial Data of program participants where possible.

ⁱ The executive order verbatim can be found online at <http://www.usdoj.gov/crt/cor/Pubs/eolep.htm>.

ⁱⁱ Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficient (LEP) Persons. Federal Register: December 14, 2005 (Volume 70, Number 239)

ⁱⁱⁱ The DOT has also posted an abbreviated version of this guidance on their website at <http://www.dotcr.ost.dot.gov/asp/lep.asp>.

^{iv} <http://www.dotcr.ost.dot.gov/asp/lep/asp>

^v Department of Justice Final LEP Guidelines, Federal Register June 18, 2002-Vol. 67-Number 117.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

City of Swartz Creek
Regular Council Meeting Minutes
Of the Meeting Held
Monday May 13, 2013 7:00 P.M.

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE COUNCIL MEETING
DATE 5/13/2013

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, Hurt, Krueger, Shumaker.

Councilmembers Absent: Porath

Staff Present: City Manager Paul Bueche, City Clerk Juanita Aguilar,
City Attorney Mike Gildner.

Others Present: Sharon Shumaker, Bob Plumb, Ron Schultz, Tommy
Butler, Peggy and Richard Mattson, JJ Schmidt, Francis
Aragona, Bill Beckett, Jim Florence, Mark Kietzman.

Resolution No. 130513-01

(Carried)

Motion by Mayor Pro-Tem Abrams
Second by Councilmember Shumaker

I Move the Swartz Creek City Council excuse the absence of Councilmember Porath due to death in family.

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

APPROVAL OF MINUTES

Resolution No. 130513-02

(Carried)

Motion by Mayor Pro Tem Abrams
Second by Councilmember Shumaker

I Move the Swartz Creek City Council hereby approve the amended Minutes of the Regular Council Meeting, held Monday, April 22, 2013, to circulated and placed on file.

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

NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 130513-03

(Carried)

Motion by Councilmember Shumaker
Second by Councilmember Hurt

I Move the Swartz Creek City Council approves the Agenda, as amended, for the Regular Council Meeting of May 13, 2013, to be circulated and placed on file.

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

REPORTS AND COMMUNICATIONS:

City Manager's Report

Resolution No. 130513-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Hurt

I Move the Swartz Creek City Council approve the City Manager's Report of May 13, 2013, to be circulated and placed on file.

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

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

MEETING OPENED TO THE PUBLIC:

Swartz Creek Life Publication

(Presentation)

Sharon Bratcher from Swartz Creek Life Publication stated that the first issue was sent out in March. The publication is sent out free. The magazine is dedicated to promoting the Swartz Creek community. They would like people in the community to send in ideas on stories for the magazine. They encouraged all councilmembers to send in stories or ideas.

Barbara Villareal, 7096 Yarmy Dr., commented that she is concerned about her neighborhood with blight, the care of rental units and break ins with the abandoned properties.

City Manager Paul Bueche responded that the council is aware of many of the issues and they have been doing research on several things along with the Shared Service Study

recommendations, and asked her to continue to keep in touch with the City office on problems.

COUNCIL BUSINESS:

Bill Beckett from WT Development Co. made a brief presentation in regards to Taco Bell Final Site Plan and responded to questions regarding it.

Taco Bell, Final Site Plan Approval

Resolution No. 130513-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Hurt

I Move the City of Swartz Creek accept the recommendation of the Swartz Creek Planning Commission and approve the final site plan for the construction of a Taco Bell Restaurant, as applied for and illustrated in plans submitted to the City and dated April 17, 2013, with the following conditions:

1. Approval of the drive thru special land use
2. Approval of the PUD Amendment pertaining to the plans dated April 18, 2013.
3. Enter into a Development Agreement with the City.

YES: Shumaker, Abrams, Gilbert, Hurt, Krueger,
NO: Hicks. Motion Declared Carried.

Bill Beckett from WT Development Co. made a brief presentation in regards to Special Land Use Permit and responded to questions regarding it.

**TACO BELL, SPECIAL LAND USE PERMIT, DRIVE THROUGH WINDOW,
TAX ID #58-31-551-004 (Portion Thereof)**

Resolution No. 130513-06

(Carried)

Motion by Councilmember Hurt
Second by Councilmember Shumaker

I Move the City of Swartz Creek accept the recommendation of the Swartz Creek Planning Commission and approve the Taco Bell Restaurant's special land use for a drive thru take out window as illustrated in plans submitted to the City and dated April 17, 2013, with the following conditions and waivers:

1. Waiver of a drive thru by-pass lane, as permitted by ordinance
2. Waiver of a traffic impact study, as permitted by ordinance
3. Waiver of the required parking (drive thru stacking spaces), as permitted by ordinance
4. Removal of the exit only access at the drive thru.
5. Removal of strips by drive thru entrance, "pork chop".

YES: Shumaker, Abrams, Gilbert, Hurt, Krueger,
NO: Hicks. Motion Declared Carried.

ELMS-MILLER PDD-PUD AMENDMENT, TAX ID #58-31-551-004

Resolution No. 130513-07A

(Failed)

Motion by Mayor Pro Tem Abrams
Second by Councilmember Hurt

I Move the City of Swartz Creek accept the recommendation of the Swartz Creek Planning Commission and approve a Planned Unit Development Amendment for the South East corner of Miller and Elms Roads, as detailed in plans submitted to the City and dated April 18, 2013, with the following conditions:

1. All signs shall comply with height, area, material, and other requirements of the zoning ordinance or be granted variances.
2. The sidewalk shall be designed and planned to connect to the Elms Road sidewalk.
3. "Adequate" privacy fence on the south lot line to separate the PUD from the residential area.

Resolution No. 130513-07B

(Carried)

Motion by Councilmember Hurt
Second by Mayor Pro Tem Abrams

I Move the City of Swartz Creek to amend item number two to state "The sidewalk shall be designed and planned to connect to the crossing at the corner of Elms and Miller and the planned sidewalk on south Elms Rd will be eliminated".

YES: Abrams, Gilbert, Hurt, Krueger, Shumaker.
NO: Hicks. Motion Declared Carried.

Resolution No. 130513-07C

(Amended)

I Move the City of Swartz Creek accept the recommendation of the Swartz Creek Planning Commission and approve a Planned Unit Development Amendment for the South East corner of Miller and Elms Roads, as detailed in plans submitted to the City and dated April 18, 2013, with the following conditions:

1. All signs shall comply with height, area, material, and other requirements of the zoning ordinance or be granted variances.
2. The sidewalk shall be designed and planned to connect to the crossing at the corner of Elms and Miller and the planned sidewalk on south Elms Rd. will be eliminated.
3. "Adequate" privacy fence on the south lot line to separate the PUD from the residential area.

YES: Gilbert, Hurt, Krueger, Shumaker, Abrams.
NO: Hicks. Motion Declared Carried.

Recess called at 8:30 p.m.
Meeting reconvened at 8:40 p.m.

**MASTER RESOLUTIONS: HOMETOWN DAYS PERMITS, FIRE DEPARTMENT PERMIT,
RIVERBEND STRIDERS – CROSS COUNTRY PERMIT**

Resolution No. 130513–08

Motion by Councilmember Shumaker
Second by Councilmember Hurt

I Move the City of Swartz Creek approve Resolutions 130513-8D through 130513-8N, allowing for the various permits relative to the annual Swartz Creek Hometown Days events, Swartz Creek Area Fire Department and Riverbend Striders – Cross Country, to be held beginning Tuesday May 28, 2013 and concluding on Monday June 3, 2013, inclusive of all stipulations and conditions as specified and listed within.

**Resolution No. 130513-8D HOMETOWN DAYS, STREET CARNIVAL, GENERAL
STREET & PROPERTY USE PERMITS**

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

- A. Morrish between Miller and Ingalls-Wade, Carnival Midway.
- B. Holland between Miller and Ingalls, Vendor – Carnival.
- C. City Lot located at the southwest corner of Miller and Morrish, Carnival – Midway.
- D. Ingalls at Holland and Park Land located to the North and Northwest of the intersection of Morrish and Ingalls, Carnival & Midway.
- E. City owned property located along the North side of Fortino, West of South Morrish Road, Car Show and Radio D.J., general parking.
- F. City owned property, 4438 South Morrish Road.
- G. City owned property, 4505 Fortino.
- H. Fire Hall out lot properties.
- I. Use of DPW Yard and Generator.

Street and City property use, unless otherwise indicated, begins Tuesday, May 28, 2013 at 9:00 a.m. until Monday June 3, 2013 at 9:00 A.M., for the purpose of, and authorization to conduct a carnival, vendor/display areas, car show and or other similar events under the following stipulations:

1. Insurance certificate naming the City as insured in the amount not less than \$1,000,000.00 (One-Million Dollars)

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2. Written permission from deed holders of any private properties to be used and appropriate insurance certificates naming such parties as additional insured: City of Swartz Creek, Chase JPM Bank 4459 Fortino Drive, John Alexander DBA J&J Services 5280 Morrish Road, Branoff Trusts Fortino Drive 58-35-576-032; William Kincaid 5086 South Morrish; St. Mary's Catholic Church 4413 Morrish Road; Pentecostal Church of God / Family Worship Center 4494 Morrish Road; Mark O'Brien 5099 South Morrish; Swartz Creek Acquisitions (Race Track) 4290 South Morrish; Swartz Creek Schools 8354 Cappy (High School Middle School); Scott Hoover 8280 Crapo.
 3. Sufficient number of portable bathrooms placed and located, and liter control program in accordance and under the approval of Director of Community Services.
 4. General approval of the Chief of Police. Traffic control and pedestrian safety plan in accordance with and under the approval of office of Chief of Police.

Resolution No. 130513-8E HOMETOWN DAYS, AMPLIFIED CONCERT MUSIC PERMIT

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee application to conduct an outdoor concert to be held at the outdoor football stadium of the Swartz Creek High School on Friday, May 31, 2013 between 4:30 p.m. and 10:00 p.m., under the following stipulations:

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

Resolution No. 130513-8F HOMETOWN DAYS, STREET USAGE PERMIT, MOTOR AND PEDESTRIAN PARADE

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committees' application for street closing / usage permit for Saturday, June 1, 2013 from 11:00 a.m. until 1:30 p.m. for purposes of conducting a parade, streets used to be Cappy Lane, Fairchild Street, Miller Rd, and Frederick St under the following stipulations:

1. Insurance certificate naming the City as an additional insured party in the amount not less than \$1,000,000.00 (One Million Dollars).
2. No candy or other objects be thrown or handed from, to or at any vehicle, trailer, float, or similar, and further, that the Hometown Days Committee

establish and maintain a list of all participants and/or entries in the parade that identifies a contact person, such contact to be informed by the Hometown Days Committee of the stipulation and motor vehicle code enforcement actions for violations thereof.

3. General approval, and under the direction and control of the Office of the Chief of Police.

Resolution No. 130513-8G HOMETOWN DAYS PERMIT, AERIAL FIREWORKS DISPLAY

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee's application for one fireworks aerial display to be held on Friday, May 31, 2013, at or shortly after dusk, with a cancellation date of Saturday, June 1, 2013, at or shortly after dusk, to be launched from properties directly west of the Swartz Creek Middle School Building, said properties owned by the Swartz Creek School District and Mr. Scott Hoover, under the following stipulations and conditions:

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

Resolution No. 130513-8H HOMETOWN DAYS PERMIT, OPERATE ENTERTAINMENT TENT

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee application to operate an entertainment tent with the sale of beer and wine for consumption on the premises, along with live entertainment, to be held on Parcel No. 58-02-200-014, owned by William Kincaid and located 5086 Morrish Road, south of Wade Street, beginning Thursday, May 30, 2013 12:00 PM through Sunday, June 2, 2013, 9:30 PM, under the following stipulations:

1. Michigan Liquor Control Commission Approved Application with appropriate insurance in accordance with the rules of the L.C.C. and naming the City and all other property owners as additional insured parties, in an amount not less than \$1,000,000 (One Million Dollars).
2. Portable bathrooms appropriately located and litter control program in accordance and under the approval of Director of Community Services.
3. Traffic control and pedestrian safety plan in accordance with and under the approval of Office of Chief of Police.
4. Adherence to all L.C.C. stipulations and regulations, state and local laws.

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5. No music after 11:00 p.m. Thursday, May 30, 2013 and after 1:30 a.m. on Friday, May 31, 2013 (Saturday Morning), and Saturday June 1, 2013 (Sunday Morning), and Sunday June 2, 2013, 9:30 PM.
 6. Adequate security as approved by the Chief of Police.
 7. Adherence to and under the direction and control of the Office of the Chief of Police.

**Resolution No. 130513-8I HOMETOWN DAYS PERMIT, CEREMONIAL
DISCHARGE OF A FIREARM**

I Move the Swartz Creek City Council, pursuant to section 10-212(3) of the Code of Ordinances, approve and authorize the Swartz Creek Hometown Days Committee to discharge weapons as a part of a military concert and ceremonial military honor guard, to be held at the Swartz Creek High School's outdoor football stadium, on Friday, May 31, 2013, at approximately 9:00 p.m., in conjunction with a concert and aerial fireworks display, with a backup rain date of Saturday, June 1, 2013 at approximately 9:00 p.m. under the following stipulations and conditions:

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

**Resolution No. 130513-8J HOMETOWN DAYS PERMIT, CEREMONIAL
DISCHARGE OF A FIREARM**

I Move the Swartz Creek City Council, pursuant to section 10-212(3) of the Code of Ordinances, approve and authorize the Swartz Creek Hometown Days Committee to discharge weapons in conjunction with a Parade and as a ceremonial military honor guard, to be held along Miller Road on Saturday, June 1, 2013, at approximately 12:00 noon, under the following stipulations and conditions:

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

Resolution No. 130513-8K AMPLIFIED OUTDOOR MUSIC, FEATHER & FIN

I Move the City of Swartz Creek approve the use of an outdoor music / DJ amplification system at Feather & Finn Ice Cream, 7543 Miller Road, in conjunction with the Swartz Creek Hometown Days Festival, permit for Saturday, June 1, 2013 from 2:00 p.m. until 10:00 p.m., only.

**Resolution No. 130513-8L WAIVER OF INSPECTION FEE, HOMETOWN DAYS
COMMITTEE**

Meijer Grand Opening Donation, Improvements

Discussion

Paul Bueche, City Manager, commented Meijer is donating \$10,000 to city improvements at the Grand Opening. In return for their donation they would like some type of recognition. Mr. Bueche made several recommendations for improvements to Meijer. The council decided to put the money in escrow and make a decision in the next couple months where this would be best used.

Karegnondi Water Project

Discussion

Mayor David Krueger updated that there is a go on the project. They don't think they will have to raise water rates. The project will take 3-4 years to complete. Mayor Krueger asked Mr. Bueche to contact Mr. O'Brien to come speak to the council.

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Gilbert commented he wants someone to take a look at the Arby's pylon sign.

Councilmember Shumaker commented on the sewer rates staying the same, and on companies selling insurance for water/sewer lead protection.

Mayor Pro-Tem Abrams commented that he was disappointed on the attendance at the Small Cities Meeting.

Mayor Krueger commented Small Cities Meeting will be here in Swartz Creek, June 5th.

Adjournment

Resolution No. 130513-10

(Carried)

Motion by Mayor Pro-Tem Abrams
Second by Councilmember Hurt

I Move the City of Swartz Creek adjourn the Regular Session of the City Council meeting at 10:00 p.m.

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

David A. Krueger, Mayor

Juanita Aguilar, City Clerk

SWARTZ CREEK POLICE DEPARTMENT
MOTOR POOL RENTAL HOURS
APRIL 2013

	<u>101-301-941</u>	<u>101-302-941</u>	<u>101-303-941</u>	<u>101-304-941</u>
#05-168	16	0	0	0
#05-649	56	0	0	0
#07-375	96	14	0	0
#12-144	442	6	0	
#09-401	3	0	91	0
#09-226	109	5	0	2
#10-161	8	0	0	0
TOTAL	730	25	91	2

Ticket Ledger Report

Report Criteria:

Ticket Type	Officer	Start Date	End Date
Traffic	All	04/01/2013	04/30/2013

Number	Name	Date	Location	Description	Officer	Fine
T-1264545-A		04/01/13	I-69 NEAR MILLER	IMPROPER USE OF REGISTRATIO		
T-1264545-B		04/01/13	I-69 NEAR MILLER	NO PROOF INSURANCE/POSSESE		
T-1264545-C		04/01/13	I-69 NEAR MILLER	VIOLATION INSTRUCTORS PERMI		
T-1220734		04/02/13	MILLER NEAR MORRISH	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1220734-B		04/02/13	MILLER NEAR MORRISH	NO PROOF INSURANCE/POSSESE		
T-1264517-A		04/02/13	MILLER NEAR MORRISH	NO OPS IN POSSESSION		
T-1264517-B		04/02/13	MILLER NEAR MORRISH	NO TAIL/BRAKE LIGHTS		
T-1264546		04/02/13	MILLER NEAR FORD	EXCEEDED POSTED SPEED LIMIT		
T-1264518		04/02/13	MILLER NEAR TALMADGE	EXCEEDED POSTED SPEED LIMIT		
T-1264519		04/02/13	MILLER NEAR DYE	HEADLIGHTS		
T-1264520		04/02/13	MILLER AT DYE	NO PROOF INSURANCE/POSSESE		
T-1264547		04/03/13	SCHOOL NEAR MILLER	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1220993		04/03/13	BRISTOL NEAR CANTERBURY	EXCEEDED POSTED SPEED LIMIT		
T-1220994-A		04/03/13	I-69 NEAR MILLER	SUSP/REVOKED/NEVER APPL.		
T-1220994-B		04/03/13	I-69 NEAR MILLER	DISREGARDED TRAFFIC SIGNAL/A		
T-1220994-C		04/03/13	I-69 NEAR MILLER	NO PROOF INSURANCE/POSSESE		
T-1264521		04/04/13	ELMS NEAR NEMER	GRADUATED LICENSE VIOLATION		
T-1220734-C		04/04/13	MILLER NEAR MORRISH	TAIL LIGHTS (DEFECTIVE, IMPROI		
T-1220995		04/04/13	MILLER NEAR FORD	EXCEEDED POSTED SPEED LIMIT		
T-1264522		04/04/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1264523		04/04/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1264524		04/04/13	MILLER NEAR WINSTON	HEADLIGHTS		
T-1264525		04/04/13	MILLER AT ELMS	DISREGARDED TRAFFIC SIGNAL/A		
T-1212270-A		04/05/13	MILLER NEAR SCHOOL	SUSP/REVOKED/NEVER APPL.		
T-1212270-B		04/05/13	MILLER NEAR SCHOOL	NO PROOF INSURANCE/POSSESE		
T-1212271		04/05/13	FORTINO NEAR CIVIC	SUSP/REVOKED/NEVER APPL.		
T-1264526-A		04/05/13	INGALLS AT MORRISH	TINTED WINDOWS/NO WINDSHIEI		
T-1264526-B		04/05/13	INGALLS AT MORRISH	NO PROOF INSURANCE/POSSESE		
T-1264548		04/05/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1264579-B		04/05/13	MILLER NEAR MORRISH	SUSP/REVOKED/NEVER APPL.		
T-1264552-A		04/05/13	MILLER NEAR MORRISH	REFUSED PBT		
T-1264552-B		04/05/13	MILLER NEAR MORRISH	NO PROOF INSURANCE/POSSESE		
T-1264552-C		04/05/13	MILLER NEAR MORRISH	NO REGISTRATION IN POSSESSIC		
T-1264549-A		04/05/13	MILLER NEAR MORRISH	OWI		
T-1264549-C		04/05/13	MILLER NEAR MORRISH	EXCEEDED POSTED SPEED LIMIT		
T-1264527-B		04/06/13	BRISTOL AT MILLER	CARELESS DRIVING		
T-1264528-A		04/06/13	I-69 NEAR MILLER	SUSP/REVOKED/NEVER APPL.		
T-1264528-B		04/06/13	I-69 NEAR MILLER	TAIL LIGHTS (DEFECTIVE, IMPROI		
T-1220954		04/06/13	MILLER NEAR ELMS	NO BUMPER		
T-1264550		04/06/13	MILLER NEAR ELMS	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1264551		04/07/13	MILLER NEAR FORD	OWI		
T-1264530		04/08/13	MILLER AT SCHAFFER	SUSP/REVOKED/NEVER APPL.		
T-1264531		04/09/13	MILLER NEAR DYE	HEADLIGHTS		
T-1264532		04/12/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220996		04/13/13	MILLER AT ELMS	DISREGARDED TRAFFIC SIGNAL/A		
T-1264534		04/13/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		

Tickets so far: 46	Charges so far: 46	Fines Subtotal: 0.00
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Ticket Ledger Report

Report Criteria:

Ticket Type	Officer	Start Date	End Date
Traffic	All	04/01/2013	04/30/2013

Number	Name	Date	Location	Description	Officer	Fine
T-1221402		04/14/13	MILLER NEAR RAUBINGER	NO PROOF INSURANCE/POSSESE		
T-1220997		04/14/13	FAIRCHILD NEAR CAPPY	SEAT BELT DRIVER/PASSENGER		
T-1221403		04/14/13	MILLER AT MORRISH	DISREGARDED TRAFFIC SIGNAL/		
T-1264533		04/15/13	I-69 NEAR MILLER	OWI		
T-1264553		04/17/13	MILLER NEAR MORRISH	SEAT BELT 0-4 YR. RESTRAINT FF		
T-1220998		04/18/13	MORRISH NEAR APPLE CREEK	NO PROOF INSURANCE/POSSESE		
T-1221406		04/20/13	MILLER NEAR FAIRCHILD	DISREGARDED TRAFFIC SIGNAL/		
T-1221405-A		04/20/13	MILLER NEAR FAIRCHILD	SUSP/REVOKED/NEVER APPL.		
T-1221405-B		04/20/13	MILLER NEAR FAIRCHILD	NO INSURANCE ON VEHICLE		
T-1221405-C		04/20/13	MILLER NEAR FAIRCHILD	Improper Registration Plate		
T-1221407-A		04/20/13	OTTERBURN HEIGHTS -- YARMY NE	EXCEEDED POSTED SPEED LIMIT		
T-1221407-B		04/20/13	OTTERBURN HEIGHTS -- YARMY NE	NO PROOF INSURANCE/POSSESE		
T-1264554-A		04/20/13	MORRISH NEAR MARY ST	SUSP/REVOKED/NEVER APPL.		
T-1264554-B		04/20/13	MORRISH NEAR MARY ST	EXCESSIVE FUMES/SM.		
T-1220999-A		04/22/13	MILLER AT MORRISH	DISREGARDED TRAFFIC SIGNAL/		
T-1220999-B		04/22/13	MILLER AT MORRISH	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1221408		04/22/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1221409-A		04/22/13	MILLER NEAR ELMS	NO PROOF INSURANCE/POSSESE		
T-1221000		04/23/13	WINCHESTER VILLAGE -- SEYMOUF	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1221410-A		04/23/13	ELMS NEAR YARMY	NO OPS IN POSSESSION		
T-1221410-B		04/23/13	ELMS NEAR YARMY	NO PROOF INSURANCE/POSSESE		
T-1220735		04/24/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1264555		04/25/13	MILLER NEAR FAIRCHILD	OWI		
T-1220736-A		04/25/13	7000 BLOCK MILLER	OWI		
T-1220736-B		04/25/13	7000 BLOCK MILLER	SUSP/REVOKED/NEVER APPL.		
T-1264585		04/26/13	FORTINO NEAR CIVIC	EXCESSIVE FUMES/SM.		
T-1264586		04/26/13	MILLER NEAR DYE	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1221085-A		04/26/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1221085-B		04/26/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1221411		04/27/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1221412		04/27/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1221413		04/28/13	I-69 NEAR MORRISH	EXCEEDED POSTED SPEED LIMIT		
T-1221414		04/28/13	I-69 AT MILLER	RECKLESS DRIVING		
T-1264587		04/28/13	MILLER AT ELMS	DISREGARDED TRAFFIC SIGNAL/		
T-1212322		04/29/13	BRISTOL NEAR ELMS	HEADLIGHTS		
T-1264556		04/29/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1221415		04/30/13	MORRISH AT MARY	EXCEEDED POSTED SPEED LIMIT		

Tickets Total: 83	Charges Total: 83	Fines Total: 0.00
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Uniform Crime Report

Report Criteria:

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

Class	Description	APRIL 2012	APRIL 2013	YR TO DATE
0100-0	Sovereignty	0	0	0
0200-0	Military	0	0	0
0300-0	Immigration	0	0	0
0900-1	Murder/Non-negligent Manslaughter (Voluntary)	0	0	0
0900-2	Negligent Homicide/Manslaughter (Involuntary)	0	0	0
0900-3	Negligent Homicide - Vehicle/Boat/Snowmobile/ORV	0	0	0
0900-4	Justifiable Homicide	0	0	0
1000-1	Kidnapping/Abduction	0	0	0
1000-2	Parental Kidnapping	0	0	0
1100-1	Sexual Penetration Penis/Vagina - CSC 1st Degree	0	0	0
1100-2	Sexual Penetration Penis/Vagina - CSC 3rd Degree	0	0	0
1100-3	Sexual Penetration Oral/Anal - CSC 1st Degree	0	0	0
1100-4	Sexual Penetration Oral/Anal - CSC 3rd Degree	0	0	0
1100-5	Sexual Penetration Object - CSC 1st Degree	0	0	0
1100-6	Sexual Penetration Object - CSC 3rd Degree	0	0	0
1100-7	Sexual Contact Forcible - CSC 2nd Degree	0	0	0
1100-8	Sexual Contact Forcible - CSC 4th Degree	0	0	0
1200-0	Robbery	0	0	0
1300-1	Non-Aggravated Assault	1	3	15
1300-2	Aggravated/Felonious Assault	0	0	1
1300-3	Intimidation/Stalking	0	1	5
1400-0	Abortion	0	0	0
2000-0	Arson	0	0	0
2100-0	Extortion	0	0	0
2200-1	Burglary - Forced Entry	2	1	15
2200-2	Burglary - Entry Without Force (Intent to Commit)	0	0	1
2200-3	Burglary - Entry Without Authority With or Without Force (No Intent)	0	0	1
2200-4	Possession of Burglary Tools	0	0	0
2300-1	Larceny - Pocketpicking	0	0	0
2300-2	Larceny - Purse Snatching	0	0	0
2300-3	Larceny - Theft from Building	1	0	4
2300-4	Larceny - Theft from Coin-Operated Machine/Device	0	0	0
2300-5	Larceny - Theft from Motor Vehicle	6	0	4
2300-6	Larceny - Theft of Motor Vehicle Parts/Accessories	0	0	0
2300-7	Larceny - Other	2	1	5
2400-1	Motor Vehicle Theft	0	0	2
2400-2	Motor Vehicle as Stolen Property	0	0	0
2400-3	Motor Vehicle Fraud	0	0	0
2500-0	Forgery/Counterfeiting	0	0	0
2600-1	Fraud - False Pretense/Swindle/Confidence Game	1	1	1
2600-2	Fraud - Credit Card/Automatic Teller Machine	0	0	4
2600-3	Fraud - Impersonation	0	1	2
2600-4	Fraud - Welfare Fraud	0	0	0
2600-5	Fraud - Wire Fraud	0	0	0
2600-6	Fraud - Bad Checks	0	1	2
2700-0	Embezzlement	0	0	0
2800-0	Stolen Property	0	0	0

Uniform Crime Report

Report Criteria:

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

Class	Description	APRIL 2012	APRIL 2013	YR TO DATE
2900-0	Damage to Property	0	3	7
3000-1	Retail Fraud - Misrepresentation	0	0	0
3000-2	Retail Fraud - Theft	0	0	2
3000-3	Retail Fraud - Refund/Exchange	0	0	0
3500-1	Violation of Controlled Substance - Act	1	2	10
3500-2	Narcotic Equipment Violations	0	0	0
3600-1	Sexual Penetration Non-forcible - Blood/Affinity (CSC 1st/3rd Degre	0	0	0
3600-2	Sexual Penetration Non-forcible - Other (CSC 1st and 3rd Degree)	0	0	0
3600-3	Peeping Tom	0	0	0
3600-4	Sex Offense - Other	0	0	0
3700-0	Obscenity	0	0	0
3800-1	Family - Abuse/Neglect Nonviolent	0	1	3
3800-2	Family - Non-Support	0	0	0
3800-3	Family - Other	0	0	0
3900-1	Gambling - Betting/Wagering	0	0	0
3900-2	Gambling - Operating/Promoting/Assisting	0	0	0
3900-3	Gambling - Equipment Violations	0	0	0
3900-4	Gambling - Sports Tampering	0	0	0
4000-1	Commercialized Sex - Prostitution	0	0	0
4000-2	Commercialized Sex- Assisting/Promoting Prostitution	0	0	0
4100-1	Liquor License - Establishment	0	0	1
4100-2	Liquor Violations - Other	0	2	4
4200-0	Drunkenness - Except OUIL	0	0	0
4800-0	Obstructing Police	0	0	2
4900-0	Escape/Flight	0	0	1
5000-0	Obstructing Justice	3	8	18
5100-0	Bribery	0	0	0
5200-1	Weapons Offense - Concealed	0	0	0
5200-2	Weapons Offense - Explosives	0	0	0
5200-3	Weapons Offense - Other	0	0	1
5300-1	Disorderly Conduct	0	0	0
5300-2	Public Peace - Other	1	1	2
5400-1	Hit & Run Motor Vehicle Accident	2	2	6
5400-2	Operating Under the Influence of Liquor or Drugs (OUIL or OUID)	0	5	7
5400-3	Driving Law Violations	9	11	34
5500-0	Health and Safety	1	1	4
5600-0	Civil Rights	0	0	0
5700-1	Trespass	0	1	1
5700-2	Invasion of Privacy - Other	0	0	0
5800-0	Smuggling	0	0	0
5900-0	Election Laws	0	0	0
6000-0	Antitrust	0	0	0
6100-0	Tax/Revenue	0	0	0
6200-0	Conservation	0	0	0
6300-0	Vagrancy	0	0	0
7000-0	Juvenile Runaway	1	0	4
7300-0	Miscellaneous Criminal Offense	0	0	0

Uniform Crime Report

Report Criteria:

Start File Class End File Class Print Zeros?

0100-0 9900-9 Yes

Class	Description	APRIL 2012	APRIL 2013	YR TO DATE
7500-0	Solicitation (All Crimes Except Prostitution)	0	0	0
7700-0	Conspiracy	0	0	0
8900-1	SERVICE OF COMMISSION PAPERS	0	0	0
8900-2	UNAUTHORIZED TRANSPORTATION	0	0	0
8900-3	VIOLATION OF RULES/REGISTRATION	0	0	0
8900-4	WARRANTS	0	0	0
8900-5	MOTOR CARRIER SAFETY RULES	0	0	0
8900-6	INSPECTIONS OF HOMES TO BE MOVED	0	0	0
8900-7	MIGRANT AGRICULTURE WORKERS TRANSP	0	0	0
8900-9	ALL OTHER MOTOR CARRIER VIOLATIONS	0	0	0
9100-1	DELINQUENT MINOR	0	0	0
9100-2	RUNAWAYS	0	0	0
9200-1	DIVORCE AND SUPPORT	0	0	0
9200-2	INCAPACITATION	0	1	2
9200-3	WALK-AWAY - MENTAL INSTITUTIONS ETC	0	0	0
9200-4	ORDER FOR PICKUP AND EXAMINATION	0	0	0
9200-5	CIVIL INFRACTION - ALCOHOL POSSES.	0	0	0
9300-1	Property Damage Accident/Personal Injury	8	6	29
9300-2	NON-TRAFFIC PDA	5	0	9
9300-3	TRAFFIC VIOLATIONS/CIVIL INFRACTION	0	0	0
9300-4	TOWED VEHICLE	1	1	7
9300-5	TRAFFIC HAZARD/ABANDONED VEHICLE	0	0	0
9300-6	TRAFFIC POLICING	0	0	0
9400-1	FALSE ALARM ACTIVATION	0	0	0
9400-2	VALID ALARM ACTIVATION	0	0	0
9400-3	REST AREA/ROADSIDE PARK VIOLATIONS	0	0	0
9500-1	ACCIDENTAL FIRE	0	0	0
9500-2	ACCIDENTAL EXPLOSION	0	0	0
9500-4	OPEN BURNING	0	0	0
9500-6	FIRE-HAZARDOUS CONDITIONS	0	0	0
9700-0	ACCIDENTAL SHOOTING	0	0	0
9700-5	ACCIDENTAL DEATH-WATER	0	0	0
9700-6	ACCIDENT - ALL OTHER	0	0	0
9800-2	RECOVERED PROPERTY	0	0	0
9800-3	PROPERTY INSPECTION	0	0	0
9800-4	OTHER INSPECTIONS/WEAPONS	7	5	24
9800-5	ALARMS	0	1	1
9800-6	CIVIL	0	4	13
9800-7	SUSPICIOUS SITUATION	0	3	9
9800-8	LOST AND FOUND PROPERTY	1	2	4
9800-9	OVERDOSE	0	1	1
9900-1	SUICIDE	1	0	1
9900-2	DOA - NATURAL	0	1	2
9900-3	MISSING PERSON	0	0	1
9900-7	SAFEKEEPING	0	0	0
9900-8	DEPARTMENTAL ASSIST	0	3	11
9900-9	GENERAL - NON CRIMINAL	8	5	19

Uniform Crime Report

Report Criteria:

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

Class	Description	APRIL 2012	APRIL 2013	YR TO DATE
Totals:		62	79	302

**SWARTZ CREEK POLICE DEPARTMENT
MOTOR POOL RENTAL HOURS
MARCH 2013**

	<u>101-301-941</u>	<u>101-302-941</u>	<u>101-303-941</u>	<u>101-304-941</u>
#05-168	16	0	0	0
#05-649	37	6	0	0
#07-375	117	5	0	0
#12-144	451	8	0	0
#09-401	120	0	120	0
#09-226	92	5	0	5
#10-161	36	3	0	0
TOTAL	869	27	120	5

Ticket Ledger Report

Report Criteria:

Ticket Type	Officer	Start Date	End Date
Traffic	All	03/01/2013	03/31/2013

Number	Name	Date	Location	Description	Officer	Fine
T-1220919		03/01/13	MILLER NEAR FAIRCHILD	HEADLIGHTS		
T-1220920		03/01/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1220921		03/01/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1220923		03/02/13	I-69 NEAR SEYMOUR	NO PROOF INSURANCE/POSSESE		
T-1220981		03/02/13	MILLER NEAR FAIRCHILD	NO PROOF INSURANCE/POSSESE		
T-1220982		03/02/13	MILLER NEAR HAYES	HEADLIGHTS		
T-1220922		03/03/13	SEYMOUR NEAR I-69	EXCEEDED POSTED SPEED LIMIT		
T-1220924		03/03/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1220925		03/03/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220925-B		03/03/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1221496-B		03/04/13	MILLER NEAR SCHOOL	NO PROOF INSURANCE/POSSESE		
T-1221498-A		03/04/13	MILLER NEAR FAIRCHILD	EXPIRED LICENSE		
T-1221498-B		03/04/13	MILLER NEAR FAIRCHILD	HEADLIGHTS		
T-1220926		03/04/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220927		03/04/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1221495-A		03/04/13	MILLER NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1221495-B		03/04/13	MILLER NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1220951		03/04/13	MILLER NEAR 3RD ST	EXCEEDED POSTED SPEED LIMIT		
T-1220952		03/04/13	MORRISH NEAR FORTINO	EXCEEDED POSTED SPEED LIMIT		
T-1221496-A		03/05/13	MILLER NEAR SCHOOL	EXCESSIVE FUMES/SM.		
T-1221497		03/05/13	MILLER NEAR BRADY	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1220928-A		03/05/13	MILLER NEAR FAIRCHILD	NO OPS IN POSSESSION		
T-1220928-B		03/05/13	MILLER NEAR FAIRCHILD	HEADLIGHTS		
T-1220928-C		03/05/13	MILLER NEAR FAIRCHILD	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1220983-A		03/06/13	MORRISH NEAR FORTINO	EXCEEDED POSTED SPEED LIMIT		
T-1220983-B		03/06/13	MORRISH NEAR FORTINO	NO PROOF INSURANCE/POSSESE		
T-1221084		03/06/13	JAN'S BAR – MILLER, 7499	IMPAIRED DRIVING		
T-1221080		03/06/13	JAN'S BAR – MILLER, 7499	OUID		
T-1220984		03/07/13	SEYMOUR NEAR DURWOOD	EXCEEDED POSTED SPEED LIMIT		
T-1220931		03/08/13	BRISTOL NEAR CANTERBURY	EXCEEDED POSTED SPEED LIMIT		
T-1220932		03/08/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220933		03/08/13	MORRISH AT BRISTOL	SUSP/REVOKED/NEVER APPL.		
T-1212262-A		03/08/13	MILLER AT DYE	SUSP/REVOKED/NEVER APPL.		
T-1212262-B		03/08/13	MILLER AT DYE	EXPIRED PLATE		
T-1220934		03/08/13	ELMS NEAR BRISTOL	NO PROOF INSURANCE/POSSESE		
T-1220935-A		03/08/13	BRISTOL NEAR CANTERBURY	SUSP/REVOKED/NEVER APPL.		
T-1220935-C		03/08/13	BRISTOL NEAR CANTERBURY	PROOF OF REGISTRATON		
T-1220953		03/09/13	BRISTOL NEAR CANTERBURY	EXCEEDED POSTED SPEED LIMIT		
T-1221499-A		03/10/13	MILLER NEAR FREDERICK	NO PROOF INSURANCE/POSSESE		
T-1221499-B		03/10/13	MILLER NEAR FREDERICK	NO TAIL/BRAKE LIGHTS		
T-1221500-A		03/10/13	MILLER NEAR ELMS	SUSP/REVOKED/NEVER APPL.		
T-1221500-B		03/10/13	MILLER NEAR ELMS	DISREGARDED TRAFFIC SIGNAL/!		
T-1221500-C		03/10/13	MILLER NEAR ELMS	HEADLIGHTS		
T-1264535		03/10/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1212264		03/10/13	I-69 NEAR MORRISH	EXCEEDED POSTED SPEED LIMIT		
T-1221081-A		03/11/13	MILLER NEAR ELMS	NO PLATE/FAIL TO DISPLAY/EXPII		

Tickets so far: 46	Charges so far: 46	Fines Subtotal: 0.00
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Ticket Ledger Report

Report Criteria:

Ticket Type	Officer	Start Date	End Date
Traffic	All	03/01/2013	03/31/2013

Number	Name	Date	Location	Description	Officer	Fine
T-1221081-B		03/11/13	MILLER NEAR ELMS	NO PROOF INSURANCE/POSSESE		
T-1220936		03/11/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220937		03/11/13	MILLER AT ELMS	TAIL LIGHTS (DEFECTIVE, IMPROI		
T-1220985		03/12/13	BRISTOL NEAR HERITAGE	NO TAIL/BRAKE LIGHTS		
T-1220938		03/12/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1264536		03/13/13	MILLER, 6200	NO PROOF INSURANCE/POSSESE		
T-1264537-A		03/14/13	BRISTOL RD	SUSP/REVOKED/NEVER APPL.		
T-1264537		03/14/13	BRISTOL RD	TAIL LIGHTS (DEFECTIVE, IMPROI		
T-1220939		03/14/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1220940		03/14/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220986		03/15/13	SEYMOUR NEAR CHESTERFIELD	EXCEEDED POSTED SPEED LIMIT		
T-1220988-A		03/17/13	MORRISH NEAR APPLE CREEK	EXCEEDED POSTED SPEED LIMIT		
T-1220988-B		03/17/13	MORRISH NEAR APPLE CREEK	NO PROOF INSURANCE/POSSESE		
T-1220989		03/17/13	MORRISH NEAR APPLE CREEK	EXCEEDED POSTED SPEED LIMIT		
T-1220990		03/17/13	ELMS NEAR MILLER	DISREGARDED TRAFFIC SIGNAL/:		
T-1264538-A		03/18/13	MILLER NEAR DYE	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1264538-B		03/18/13	MILLER NEAR DYE	NO PROOF INSURANCE/POSSESE		
T-1220943		03/21/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1220944		03/21/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220945		03/21/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220946		03/22/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220947		03/22/13	MORRISH NEAR MARY ST	HEADLIGHTS		
T-1264539-B		03/23/13	MILLER AT BRISTOL	FAIL TO CHANGE ADDRESS		
T-1264541		03/23/13	MILLER NEAR FORTINO	NOISY MUFFLER AND/OR EXCESS		
T-1264542		03/24/13	ELMS AT MILLER	DISREGARDED TRAFFIC SIGNAL/:		
T-1264543-A		03/24/13	MILLER NEAR WINSTON	SUSP/REVOKED/NEVER APPL.		
T-1264543-B		03/24/13	MILLER NEAR WINSTON	NO PROOF INSURANCE/POSSESE		
T-1212265		03/24/13	MILLER NEAR ELMS	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1212267		03/25/13	MORRISH NEAR I-69	SUSP/REVOKED/NEVER APPL.		
T-1212266		03/25/13	MILLER NEAR SEYMOUR	SUSP/REVOKED/NEVER APPL.		
T-1220948		03/25/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1264514		03/25/13	MILLER AT SEYMOUR	NO INSURANCE ON VEHICLE		
T-1264513-A		03/25/13	MILLER AT SEYMOUR	ALLOW UNLICENSED MINOR OR /		
T-1264513-C		03/25/13	MILLER AT SEYMOUR	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1264513-B		03/25/13	MILLER AT SEYMOUR	Know/Allowing an Unlicensed Driver		
T-1264512-A		03/25/13	MILLER AT SEYMOUR	SUSP/REVOKED/NEVER APPL.		
T-1220949		03/26/13	BRISTOL AT HERITAGE	NO PROOF INSURANCE/POSSESE		
T-1220950		03/27/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1264510		03/27/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1264544		03/27/13	ELMS NEAR YARMY	EXCEEDED POSTED SPEED LIMIT		
T-1212269		03/28/13	SEYMOUR AT HILL	SUSP/REVOKED/NEVER APPL.		
T-1264511		03/28/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESE		
T-1220991		03/29/13	DYE AT MILLER	NO PROOF INSURANCE/POSSESE		
T-1220992		03/29/13	MILLER NEAR TALMADGE	EXCEEDED POSTED SPEED LIMIT		
T-1264515		03/29/13	MILLER AT SCHOOL	OPEN INTOX IN VEH.		

Tickets Total: 91	Charges Total: 91	Fines Total: 0.00
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Uniform Crime Report

Report Criteria:

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

Class	Description	MAR 2011	MAR 2012	YR TO DATE
0100-0	Sovereignty	0	0	0
0200-0	Military	0	0	0
0300-0	Immigration	0	0	0
0900-1	Murder/Non-negligent Manslaughter (Voluntary)	0	0	0
0900-2	Negligent Homicide/Manslaughter (Involuntary)	0	0	0
0900-3	Negligent Homicide - Vehicle/Boat/Snowmobile/ORV	0	0	0
0900-4	Justifiable Homicide	0	0	0
1000-1	Kidnapping/Abduction	0	0	0
1000-2	Parental Kidnapping	0	0	0
1100-1	Sexual Penetration Penis/Vagina - CSC 1st Degree	0	0	0
1100-2	Sexual Penetration Penis/Vagina - CSC 3rd Degree	0	0	0
1100-3	Sexual Penetration Oral/Anal - CSC 1st Degree	0	0	0
1100-4	Sexual Penetration Oral/Anal - CSC 3rd Degree	0	0	0
1100-5	Sexual Penetration Object - CSC 1st Degree	0	0	0
1100-6	Sexual Penetration Object - CSC 3rd Degree	0	0	0
1100-7	Sexual Contact Forcible - CSC 2nd Degree	0	0	0
1100-8	Sexual Contact Forcible - CSC 4th Degree	0	0	0
1200-0	Robbery	0	0	0
1300-1	Non-Aggravated Assault	2	2	10
1300-2	Aggravated/Felonious Assault	2	2	1
1300-3	Intimidation/Stalking	1	0	3
1400-0	Abortion	0	0	0
2000-0	Arson	0	0	0
2100-0	Extortion	0	0	0
2200-1	Burglary - Forced Entry	1	2	12
2200-2	Burglary - Entry Without Force (Intent to Commit)	1	0	3
2200-3	Burglary - Entry Without Authority With or Without Force (No Intent)	0	0	1
2200-4	Possession of Burglary Tools	0	0	0
2300-1	Larceny - Pocketpicking	0	0	0
2300-2	Larceny - Purse Snatching	0	0	0
2300-3	Larceny - Theft from Building	2	1	4
2300-4	Larceny - Theft from Coin-Operated Machine/Device	0	0	0
2300-5	Larceny - Theft from Motor Vehicle	3	3	4
2300-6	Larceny - Theft of Motor Vehicle Parts/Accessories	0	4	0
2300-7	Larceny - Other	3	4	4
2400-1	Motor Vehicle Theft	1	1	2
2400-2	Motor Vehicle as Stolen Property	0	0	0
2400-3	Motor Vehicle Fraud	0	0	0
2500-0	Forgery/Counterfeiting	0	0	0
2600-1	Fraud - False Pretense/Swindle/Confidence Game	0	1	0
2600-2	Fraud - Credit Card/Automatic Teller Machine	1	0	2
2600-3	Fraud - Impersonation	0	1	4
2600-4	Fraud - Welfare Fraud	0	0	0
2600-5	Fraud - Wire Fraud	0	0	0
2600-6	Fraud - Bad Checks	5	0	1
2700-0	Embezzlement	0	0	0
2800-0	Stolen Property	0	0	0

Uniform Crime Report

Report Criteria:

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

Class	Description	MAR 2011	MAR 2012	YR TO DATE
2900-0	Damage to Property	1	33	4
3000-1	Retail Fraud - Misrepresentation	0	0	0
3000-2	Retail Fraud - Theft	0	0	2
3000-3	Retail Fraud - Refund/Exchange	0	0	0
3500-1	Violation of Controlled Substance - Act	3	1	8
3500-2	Narcotic Equipment Violations	0	0	0
3600-1	Sexual Penetration Non-forcible - Blood/Affinity (CSC 1st/3rd Degr	0	0	0
3600-2	Sexual Penetration Non-forcible - Other (CSC 1st and 3rd Degree)	0	0	0
3600-3	Peeping Tom	0	0	0
3600-4	Sex Offense - Other	0	0	0
3700-0	Obscenity	0	0	0
3800-1	Family - Abuse/Neglect Nonviolent	0	0	2
3800-2	Family - Non-Support	0	0	0
3800-3	Family - Other	0	0	0
3900-1	Gambling - Betting/Wagering	0	0	0
3900-2	Gambling - Operating/Promoting/Assisting	0	0	0
3900-3	Gambling - Equipment Violations	0	0	0
3900-4	Gambling - Sports Tampering	0	0	0
4000-1	Commercialized Sex - Prostitution	0	0	0
4000-2	Commercialized Sex- Assisting/Promoting Prostitution	0	0	0
4100-1	Liquor License - Establishment	0	0	1
4100-2	Liquor Violations - Other	0	1	2
4200-0	Drunkness - Except OUIL	0	0	1
4800-0	Obstructing Police	0	3	2
4900-0	Escape/Flight	0	0	1
5000-0	Obstructing Justice	1	7	10
5100-0	Bribery	0	1	0
5200-1	Weapons Offense - Concealed	1	0	0
5200-2	Weapons Offense - Explosives	0	0	0
5200-3	Weapons Offense - Other	0	0	1
5300-1	Disorderly Conduct	0	1	0
5300-2	Public Peace - Other	0	1	1
5400-1	Hit & Run Motor Vehicle Accident	3	2	4
5400-2	Operating Under the Influence of Liquor or Drugs (OUIL or OUID)	1	0	2
5400-3	Driving Law Violations	7	7	23
5500-0	Health and Safety	3	1	3
5600-0	Civil Rights	0	0	0
5700-1	Trespass	0	1	0
5700-2	Invasion of Privacy - Other	0	0	0
5800-0	Smuggling	0	0	0
5900-0	Election Laws	0	0	0
6000-0	Antitrust	0	0	0
6100-0	Tax/Revenue	0	0	0
6200-0	Conservation	0	0	0
6300-0	Vagrancy	0	0	0
7000-0	Juvenile Runaway	0	0	3
7300-0	Miscellaneous Criminal Offense	0	0	0

Uniform Crime Report

Report Criteria:

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

Class	Description	MAR 2011	MAR 2012	YR TO DATE
7500-0	Solicitation (All Crimes Except Prostitution)	0	0	0
7700-0	Conspiracy	0	0	0
8900-1	SERVICE OF COMMISSION PAPERS	0	0	0
8900-2	UNAUTHORIZED TRANSPORTATION	0	0	0
8900-3	VIOLATION OF RULES/REGISTRATION	0	0	0
8900-4	WARRANTS	0	0	0
8900-5	MOTOR CARRIER SAFETY RULES	0	0	0
8900-6	INSPECTIONS OF HOMES TO BE MOVED	0	0	0
8900-7	MIGRANT AGRICULTURE WORKERS TRANSPO	0	0	0
8900-9	ALL OTHER MOTOR CARRIER VIOLATIONS	0	0	0
9100-1	DELINQUENT MINOR	0	0	0
9100-2	RUNAWAYS	0	0	0
9200-1	DIVORCE AND SUPPORT	0	0	0
9200-2	INCAPACITATION	0	0	1
9200-3	WALK-AWAY - MENTAL INSTITUTIONS ETC	0	0	0
9200-4	ORDER FOR PICKUP AND EXAMINATION	0	0	0
9200-5	CIVIL INFRACTION - ALCOHOL POSSES.	0	0	0
9300-1	Property Damage Accident/Personal Injury	11	2	22
9300-2	NON-TRAFFIC PDA	5	4	9
9300-3	TRAFFIC VIOLATIONS/CIVIL INFRACTION	0	0	0
9300-4	TOWED VEHICLE	1	0	6
9300-5	TRAFFIC HAZARD/ABANDONED VEHICLE	0	0	0
9300-6	TRAFFIC POLICING	0	0	0
9400-1	FALSE ALARM ACTIVATION	0	0	0
9400-2	VALID ALARM ACTIVATION	0	0	0
9400-3	REST AREA/ROADSIDE PARK VIOLATIONS	0	0	0
9500-1	ACCIDENTAL FIRE	0	0	0
9500-2	ACCIDENTAL EXPLOSION	0	0	0
9500-4	OPEN BURNING	0	0	0
9500-6	FIRE-HAZARDOUS CONDITIONS	0	0	0
9700-0	ACCIDENTAL SHOOTING	0	0	0
9700-5	ACCIDENTAL DEATH-WATER	0	0	0
9700-6	ACCIDENT - ALL OTHER	0	0	0
9800-2	RECOVERED PROPERTY	0	0	0
9800-3	PROPERTY INSPECTION	0	0	0
9800-4	OTHER INSPECTIONS/WEAPONS	9	7	19
9800-5	ALARMS	0	0	0
9800-6	CIVIL	0	1	8
9800-7	SUSPICIOUS SITUATION	1	3	5
9800-8	LOST AND FOUND PROPERTY	0	2	3
9800-9	OVERDOSE	0	1	0
9900-1	SUICIDE	0	0	1
9900-2	DOA - NATURAL	0	0	1
9900-3	MISSING PERSON	0	0	1
9900-7	SAFEKEEPING	0	0	0
9900-8	DEPARTMENTAL ASSIST	3	1	6
9900-9	GENERAL - NON CRIMINAL	7	4	17

Uniform Crime Report

Report Criteria:

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

Class	Description	MAR 2011	MAR 2012	YR TO DATE
Totals:		79	105	220

**SWARTZ CREEK POLICE DEPARTMENT
MOTOR POOL RENTAL HOURS
FEBRUARY 2013**

	<u>101-301-941</u>	<u>101-302-941</u>	<u>101-303-941</u>	<u>101-304-941</u>
#05-168	16	0	0	0
#05-649	41	0	0	0
#07-375	180	5	0	0
#12-144	240	6	0	0
#09-401	0	0	101	0
#09-226	88	4	0	1
#10-161	114	12	0	0
TOTAL	679	27	101	1

Ticket Ledger Report

Report Criteria:

Ticket Type	Officer	Start Date	End Date
Traffic	All	02/01/2013	02/28/2013

Number	Name	Date	Location	Description	Officer	Fine
T-1221171		02/01/13	ELMS, 3317	FAIL TO STOP/REPORT PDA		
T-1221172-A		02/03/13	MILLER AT ELMS	CARELESS DRIVING		
T-1221172-B		02/03/13	MILLER AT ELMS	NO INSURANCE ON VEHICLE		
T-1212260-A		02/03/13	MILLER AT ELMS	IMPROPER LANE USE IN TURN/U-		
T-1212260-B		02/03/13	MILLER AT ELMS	NO OPS IN POSSESSION		
T-1221198		02/04/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1221484-A		02/04/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1221484-B		02/04/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESS		
T-1221484-C		02/04/13	MORRISH NEAR MARY ST	FAIL TO CHANGE ADDRESS		
T-1221199-A		02/05/13	BRISTOL NEAR HERITAGE	EXCEEDED POSTED SPEED LIMIT		
T-1221199-B		02/05/13	BRISTOL NEAR HERITAGE	NO PROOF INSURANCE/POSSESS		
T-1221200		02/05/13	BRISTOL NEAR HERITAGE	NO TAIL/BRAKE LIGHTS		
T-1220901		02/05/13	MILLER NEAR MORRISH	SEAT BELT DRIVER/PASSENGER		
T-1221173		02/07/13	MILLER NEAR FAIRCHILD	EXCEEDED POSTED SPEED LIMIT		
T-1220903		02/08/13	MORRISH NEAR BRISTOL	HEADLIGHTS		
T-1221486		02/09/13	MILLER NEAR ELMS	NO PROOF INSURANCE/POSSESS		
T-1220904		02/09/13	MILLER AT ELMS	SUSP/REVOKED/NEVER APPL.		
T-1220905		02/09/13	MILLER NEAR RAUBINGER	EXCEEDED POSTED SPEED LIMIT		
T-1220906-B		02/10/13	I-69 NEAR MORRISH	EXCEEDED POSTED SPEED LIMIT		
T-1220907		02/10/13	I-69 NEAR MORRISH	EXCEEDED POSTED SPEED LIMIT		
T-1220908-A		02/10/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220908-B		02/10/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESS		
T-1220909-A		02/10/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220909-B		02/10/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESS		
T-1220910		02/10/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220911-B		02/10/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESS		
T-1221175		02/12/13	MILLER NEAR WINSTON	EXCEEDED POSTED SPEED LIMIT		
T-1221174		02/13/13	MILLER NEAR HOLLAND	EXCEEDED POSTED SPEED LIMIT		
T-1221487-A		02/13/13	ELMS NEAR YARMY	NO PROOF INSURANCE/POSSESS		
T-1221487-B		02/13/13	ELMS NEAR YARMY	NO TURN SIGNALS		
T-1221488		02/13/13	MORRISH NEAR MARY ST	NO PROOF INSURANCE/POSSESS		
T-1220912		02/14/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1220976-A		02/15/13	MILLER NEAR RAUBINGER	SUSP/REVOKED/NEVER APPL.		
T-1220976-B		02/15/13	MILLER NEAR RAUBINGER	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1084286-A		02/17/13	MORRISH NEAR I-69	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1084286-B		02/17/13	MORRISH NEAR I-69	NO PROOF INSURANCE/POSSESS		
T-1220913		02/18/13	I-69 NEAR MILLER	EXCEEDED POSTED SPEED LIMIT		
T-1220914		02/18/13	MILLER NEAR MORRISH	NO OPS IN POSSESSION		
T-1220915		02/18/13	MILLER NEAR SEYMOUR	SEAT BELT DRIVER/PASSENGER		
T-1221489		02/18/13	MILLER AT ELMS	NO PROOF INSURANCE/POSSESS		
T-1220916		02/19/13	MILLER AT WINSTON	SUSP/REVOKED/NEVER APPL.		
T-1220977		02/20/13	MORRISH NEAR APPLE CREEK	EXCEEDED POSTED SPEED LIMIT		
T-1221429		02/21/13	MILLER NEAR MORRISH	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1221491		02/23/13	MORRISH NEAR MARY ST	EXCEEDED POSTED SPEED LIMIT		
T-1221492		02/25/13	MILLER NEAR MORRISH	NO PROOF INSURANCE/POSSESS		
T-1220978-B		02/25/13	MILLER NEAR SEYMOUR	NO PROOF INSURANCE/POSSESS		

Tickets so far: 46

Charges so far: 46

Fines Subtotal: 0.00

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Ticket Ledger Report

Report Criteria:

Ticket Type	Officer	Start Date	End Date			
Traffic	All	02/01/2013	02/28/2013			

Number	Name	Date	Location	Description	Officer	Fine
T-1220978-A		02/25/13	MILLER NEAR SEYMOUR	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1220378-A		02/25/13	MILLER NEAR SEYMOUR	NO PLATE/FAIL TO DISPLAY/EXPII		
T-1220979		02/25/13	WINCHESTER VILLAGE - WINSHALI	NO PROOF INSURANCE/POSSESSE		
T-1220980		02/26/13	MORRISH NEAR APPLE CREEK	EXCEEDED POSTED SPEED LIMIT		
T-1221493		02/28/13	MILLER NEAR MORRISH	SUSP/REVOKED/NEVER APPL.		
T-1221494		02/28/13	I-69 NEAR MILLER	NO TURN SIGNALS		
T-1220918-A		02/28/13	MORRISH AT GROVE	SUSP/REVOKED/NEVER APPL.		
T-1220918-B		02/28/13	MORRISH AT GROVE	EXCEEDED POSTED SPEED LIMIT		
T-1220917		02/28/13	MORRISH AT GROVE	SUSP/REVOKED/NEVER APPL.		
Tickets Total: 55		Charges Total: 55		Fines Total:		0.00

Uniform Crime Report

Report Criteria:

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

Class	Description	FEB 2012	FEB 2013	YR TO DATE
0100-0	Sovereignty	0	0	0
0200-0	Military	0	0	0
0300-0	Immigration	0	0	0
0900-1	Murder/Non-negligent Manslaughter (Voluntary)	0	0	0
0900-2	Negligent Homicide/Manslaughter (Involuntary)	0	0	0
0900-3	Negligent Homicide - Vehicle/Boat/Snowmobile/ORV	0	0	0
0900-4	Justifiable Homicide	0	0	0
1000-1	Kidnapping/Abduction	0	0	0
1000-2	Parental Kidnapping	0	0	0
1100-1	Sexual Penetration Penis/Vagina - CSC 1st Degree	0	0	0
1100-2	Sexual Penetration Penis/Vagina - CSC 3rd Degree	0	0	0
1100-3	Sexual Penetration Oral/Anal - CSC 1st Degree	0	0	0
1100-4	Sexual Penetration Oral/Anal - CSC 3rd Degree	0	0	0
1100-5	Sexual Penetration Object - CSC 1st Degree	0	0	0
1100-6	Sexual Penetration Object - CSC 3rd Degree	0	0	0
1100-7	Sexual Contact Forcible - CSC 2nd Degree	0	0	0
1100-8	Sexual Contact Forcible - CSC 4th Degree	0	0	0
1200-0	Robbery	0	0	0
1300-1	Non-Aggravated Assault	5	4	4
1300-2	Aggravated/Felonious Assault	0	1	1
1300-3	Intimidation/Stalking	0	2	2
1400-0	Abortion	0	0	0
2000-0	Arson	0	0	0
2100-0	Extortion	0	0	0
2200-1	Burglary - Forced Entry	2	0	0
2200-2	Burglary - Entry Without Force (Intent to Commit)	0	2	2
2200-3	Burglary - Entry Without Authority With or Without Force (No Intent)	0	0	0
2200-4	Possession of Burglary Tools	0	0	0
2300-1	Larceny - Pocketpicking	0	0	0
2300-2	Larceny - Purse Snatching	0	0	0
2300-3	Larceny - Theft from Building	0	1	1
2300-4	Larceny - Theft from Coin-Operated Machine/Device	0	0	0
2300-5	Larceny - Theft from Motor Vehicle	1	2	2
2300-6	Larceny - Theft of Motor Vehicle Parts/Accessories	0	0	0
2300-7	Larceny - Other	3	1	1
2400-1	Motor Vehicle Theft	0	0	0
2400-2	Motor Vehicle as Stolen Property	0	0	0
2400-3	Motor Vehicle Fraud	0	0	0
2500-0	Forgery/Counterfeiting	0	0	0
2600-1	Fraud - False Pretense/Swindle/Confidence Game	2	0	0
2600-2	Fraud - Credit Card/Automatic Teller Machine	1	0	0
2600-3	Fraud - Impersonation	0	3	3
2600-4	Fraud - Welfare Fraud	0	0	0
2600-5	Fraud - Wire Fraud	0	0	0
2600-6	Fraud - Bad Checks	0	0	0
2700-0	Embezzlement	0	0	0
2800-0	Stolen Property	0	0	0

Uniform Crime Report

Report Criteria:

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

Class	Description	FEB 2012	FEB 2013	YR TO DATE
2900-0	Damage to Property	4	0	0
3000-1	Retail Fraud - Misrepresentation	0	0	0
3000-2	Retail Fraud - Theft	0	0	0
3000-3	Retail Fraud - Refund/Exchange	0	0	0
3500-1	Violation of Controlled Substance - Act	5	2	2
3500-2	Narcotic Equipment Violations	1	0	0
3600-1	Sexual Penetration Non-forcible - Blood/Affinity (CSC 1st/3rd Degr	0	0	0
3600-2	Sexual Penetration Non-forcible - Other (CSC 1st and 3rd Degree)	0	0	0
3600-3	Peeping Tom	0	0	0
3600-4	Sex Offense - Other	0	0	0
3700-0	Obscenity	0	0	0
3800-1	Family - Abuse/Neglect Nonviolent	0	0	0
3800-2	Family - Non-Support	0	0	0
3800-3	Family - Other	0	0	0
3900-1	Gambling - Betting/Wagering	0	0	0
3900-2	Gambling - Operating/Promoting/Assisting	0	0	0
3900-3	Gambling - Equipment Violations	0	0	0
3900-4	Gambling - Sports Tampering	0	0	0
4000-1	Commercialized Sex - Prostitution	0	0	0
4000-2	Commercialized Sex- Assisting/Promoting Prostitution	0	0	0
4100-1	Liquor License - Establishment	0	0	0
4100-2	Liquor Violations - Other	0	0	0
4200-0	Drunkenness - Except OUIL	0	0	0
4800-0	Obstructing Police	0	1	1
4900-0	Escape/Flight	0	2	2
5000-0	Obstructing Justice	0	0	0
5100-0	Bribery	0	5	5
5200-1	Weapons Offense - Concealed	0	0	0
5200-2	Weapons Offense - Explosives	0	0	0
5200-3	Weapons Offense - Other	2	0	0
5300-1	Disorderly Conduct	0	0	0
5300-2	Public Peace - Other	1	1	1
5400-1	Hit & Run Motor Vehicle Accident	5	2	2
5400-2	Operating Under the Influence of Liquor or Drugs (OUIL or OUID)	0	0	0
5400-3	Driving Law Violations	5	6	6
5500-0	Health and Safety	1	0	0
5600-0	Civil Rights	0	0	0
5700-1	Trespass	2	0	0
5700-2	Invasion of Privacy - Other	0	0	0
5800-0	Smuggling	0	0	0
5900-0	Election Laws	0	0	0
6000-0	Antitrust	0	0	0
6100-0	Tax/Revenue	0	0	0
6200-0	Conservation	0	0	0
6300-0	Vagrancy	0	0	0
7000-0	Juvenile Runaway	0	0	0
7300-0	Miscellaneous Criminal Offense	0	1	1
		0	0	0

Uniform Crime Report

Report Criteria:

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

Class	Description	FEB 2012	FEB 2013	YR TO DATE
7500-0	Solicitation (All Crimes Except Prostitution)	0	0	0
7700-0	Conspiracy	0	0	0
8900-1	SERVICE OF COMMISSION PAPERS	0	0	0
8900-2	UNAUTHORIZED TRANSPORTATION	0	0	0
8900-3	VIOLATION OF RULES/REGISTRATION	0	0	0
8900-4	WARRANTS	0	0	0
8900-5	MOTOR CARRIER SAFETY RULES	0	0	0
8900-6	INSPECTIONS OF HOMES TO BE MOVED	0	0	0
8900-7	MIGRANT AGRICULTURE WORKERS TRANSPO	0	0	0
8900-9	ALL OTHER MOTOR CARRIER VIOLATIONS	0	0	0
9100-1	DELINQUENT MINOR	0	0	0
9100-2	RUNAWAYS	0	0	0
9200-1	DIVORCE AND SUPPORT	0	0	0
9200-2	INCAPACITATION	0	0	0
9200-3	WALK-AWAY - MENTAL INSTITUTIONS ETC	0	1	1
9200-4	ORDER FOR PICKUP AND EXAMINATION	1	0	0
9200-5	CIVIL INFRACTION - ALCOHOL POSSES.	0	0	0
9300-1	Property Damage Accident/Personal Injury	0	0	0
9300-2	NON-TRAFFIC PDA	9	4	4
9300-3	TRAFFIC VIOLATIONS/CIVIL INFRACTION	2	3	3
9300-4	TOWED VEHICLE	0	0	0
9300-5	TRAFFIC HAZARD/ABANDONED VEHICLE	0	2	2
9300-6	TRAFFIC POLICING	0	0	0
9400-1	FALSE ALARM ACTIVATION	0	0	0
9400-2	VALID ALARM ACTIVATION	0	0	0
9400-3	REST AREA/ROADSIDE PARK VIOLATIONS	0	0	0
9500-1	ACCIDENTAL FIRE	0	0	0
9500-2	ACCIDENTAL EXPLOSION	0	0	0
9500-4	OPEN BURNING	0	0	0
9500-6	FIRE-HAZARDOUS CONDITIONS	0	0	0
9700-0	ACCIDENTAL SHOOTING	0	0	0
9700-5	ACCIDENTAL DEATH-WATER	0	0	0
9700-6	ACCIDENT - ALL OTHER	0	0	0
9800-2	RECOVERED PROPERTY	0	0	0
9800-3	PROPERTY INSPECTION	0	0	0
9800-4	OTHER INSPECTIONS/WEAPONS	0	0	0
9800-5	ALARMS	2	2	2
9800-6	CIVIL	0	0	0
9800-7	SUSPICIOUS SITUATION	1	2	2
9800-8	LOST AND FOUND PROPERTY	2	3	3
9800-9	OVERDOSE	1	0	0
9900-1	SUICIDE	0	0	0
9900-2	DOA - NATURAL	1	0	0
9900-3	MISSING PERSON	1	1	1
9900-7	SAFEKEEPING	0	0	0
9900-8	DEPARTMENTAL ASSIST	0	0	0
9900-9	GENERAL - NON CRIMINAL	1	4	4
		3	6	6

Uniform Crime Report

Report Criteria:

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

Class	Description	FEB 2012	FEB 2013	YR TO DATE
Totals:		64	64	64

DATE: MAY 20, 2013
TIME: 7:00 PM
LOCATION: STATION 1
SUBJECT: SWARTZ CREEK AREA FIRE AUTHORITY AGENDA



- I. CALL TO ORDER
 - A. PLEDGE OF ALLEGIANCE
 - B. ROLL CALL
 - C. ADDITIONS/CHANGES/DELETIONS AND AGENDA APPROVAL:
 - D. SPECIAL PRESENTATIONS/ANNOUNCEMENTS:

- II. APPROVAL OF MINUTES
 - A. APRIL 15, 2013 MEETING:

- III. CORRESPONDENCE:
 - A. APRIL INCIDENT SUMMARY REPORT:

- IV. PROFESSIONAL SERVICE REPORTS:
 - A. APRIL FINANCIAL REPORT:

- V. COMMITTEE REPORTS:
 - A. BY-LAWS COMMITTEE - Chairman Rick Clolinger, Richard Derby, Bill Cavanaugh and Brent Cole:

 - B. HEALTH AND SAFETY COMMITTEE: Chairman Rich Tesner (Members Chief Cole, Assistant Chief Merriam, Association Station 1 Trustee Greg Baker and Association Station 2 Trustee Rick Castano)

 - C. PERSONNEL COMMITTEE: Chairman Ray Thornton, Richard Derby and David Hurt.

 - D. FIRE AGREEMENT COMPLIANCY COMMITTEE: Chairman Dave Hurt, Richard Derby, Ray Thornton and Attorney Bill Cavanaugh.
 1. Fire Agreement Draft

 - E. FIVE YEAR ASSESSMENT COMMITTEE: Chairman Rich Tesner, Rick Derby and Ray Thornton
 1. Topic tabled at the April meeting.

- VI. OLD BUSINESS:
 - A. APPARATUS UPDATE from Battalion Chief Jack King-
 - 1. Apparatus status report attached
 - B.

- VII. NEW BUSINESS:
 - A. MEMBERS FOR PLACEMENT ON PROBATION: none.
 - B. MEMBERS ELIGIBLE TO COME OFF PROBATION:
 - 1. Adam Hyrman. Adam was hired on May 21, 2012. He recently passed the Fire Academy class and has satisfactorily completed his probationary period.
Chief Cole recommends placing Adam Hyrman on regular status with the Swartz Creek Area Fire Department.
 - 1. Gregory Warning. Greg was hired on May 21, 2012. He recently passed the Fire Academy class and has satisfactorily completed his probationary period.
Chief Cole recommends placing Gregory Warning on regular status with the Swartz Creek Area Fire Department.
 - C. MEMBERS RESIGNING/TERMINATING: none.
 - D. MEMBERS ELIGIBLE FOR REINSTATEMENT: none.
 - E.
 - F.
 - G.

- VIII. GENERAL INFORMATION:
 - A. MUNICIPAL BILLINGS for APRIL
 - B. APRIL BILLS LIST
 - C. Flowers fund balance \$40.00
 - D. Capital Improvement Fund Program (CIFP) account balance as of 04/30/13: \$111,234.33.
 - E. APPARATUS PURCHASE UPDATE:
 - F. MEIJER APPARATUS FUNDING LETTER STATUS: At the last meeting, Attorney Cavanaugh was directed to draft a letter to Meijer to explore the potential for apparatus funding. The letter is attached.
 - G. JOINT MEETING WITH CLAYTON TOWNSHIP AND SWARTZ CREEK: Attached is a copy of the letter sent by Chairman Messer requesting a meeting.

- IX. OPEN TO THE PUBLIC:
- X. COMMENTS OF FIRE DEPARTMENT PERSONNEL (THROUGH THE CHIEF AND/OR HIS DESIGNATE:
- XI. CHAIN OF COMMAND APPEAL TO THE FIRE AUTHORITY:
- XII. COMMENTS FROM FIRE AUTHORITY MEMBERS:
- XIII. MEETING ADJOURNMENT:

REGULAR MEETING

APRIL 15, 2013

SWARTZ CREEK AREA FIRE DEPARTMENT

The regular meeting of the Swartz Creek Area Fire Board was held at Station #1, April 15, 2013. Chairman, Mike Messer, called the meeting to order at 7:01p.m.

I. CALL TO ORDER:

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

Board Members Present:

- Chairman, Mike Messer
- Clayton Representative, Rich Tesner
- City Representative, Dave Hurt
- Clayton Representative, Larry Widigan
- Clayton Representative, Richard Derby

Board Members Absent:

- City Representative, Rick Clolinger
- City Representative, Ray Thornton

Staff Present:

- Fire Chief, Brent Cole
- Assistant Chief Eric Merriam
- Acct./Clerical, Kim Borse

Staff Absent:

- Attorney, Bill Cavanaugh

Others Present:

- Jack King, Batt. Chief
- James Bowers, Firefighter
- Mike Crockett, Clayton Twp
- Chris Gehringer, Clayton Twp Supervisor

C. AGENDA: ADDITIONS/CHANGES/DELETIONS:

- **Resolution 041513-01**

Motion by Dave Hurt

Second by Rick Derby

The SCAFD Board does hereby approve the additions of VII. F. and G. and VIII. F. to the agenda, and approve the agenda as amended.

YES: Derby, Hurt, Tesner, Widigan, Messer

NO: None Motion declared carried

D. SPECIAL PRESENTATION:

1. *Election of Officers:*

a. *Chairman*

- **Resolution 041513-02**

Motion by Dave Hurt

Second by Rich Tesner

The SCAFD Board does hereby accept the nomination and elect Mike Messer as Chairman of the SCAFB.

YES: Derby, Hurt, Tesner, Widigan, Messer

NO: None Motion declared carried

b. *Vice-Chairman*

- **Resolution 041513-03**

Motion by Rick Derby

Second by Rich Tesner

The SCAFD Board does hereby accept the nomination and elect Dave Hurt as Vice-Chairman of the SCAFB.

YES: Derby, Hurt, Tesner, Widigan, Messer

NO: None Motion declared carried

c. *Secretary/Treasurer*

- **Resolution 041513-04**

Motion by Dave Hurt

Second by Larry Widigan

The SCAFD Board does hereby accept the nomination and elect Rick Derby as Secretary/Treasurer of the SCAFB.

YES: Derby, Hurt, Tesner, Widigan, Messer

NO: None Motion declared carried

II. APPROVAL OF MINUTES

A. MARCH 18, 2013 BOARD MEETING

• Resolution 041513-05

Motion by Rich Tesner
Second by Dave Hurt

The SCAFD Board does hereby approve the minutes of March 18, 2013 board meeting, as presented.

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

III. CORRESPONDENCE:

A. MARCH INCIDENT SUMMARY REPORT:

• Resolution 041513-06

Motion by Dave Hurt
Second by Rick Derby

The SCAFD Board does hereby accept the March 2013 Incident Summary, as presented

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

IV. PROFESSIONAL SERVICE REPORTS:

A. MARCH FINANCIAL STATEMENT:

• Resolution 041513-07

Motion by Rick Derby
Second by Dave Hurt

The SCAFD Board does hereby approve the March 2013 financial statement, as presented

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

V. COMMITTEE REPORTS:

A. BY-LAWS COMMITTEE MEETING: NONE

B. HEALTH & SAFETY COMMITTEE: NONE

C. PERSONNEL COMMITTEE:

• Resolution 041513-08

Motion by Rich Tesner
Second by Dave Hurt

The SCAFD Board does hereby accept the report and recommendation of the Personnel Committee

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

D. FIRE AGREEMENT COMPLIANCY COMMITTEE: NONE

E. FIVE YEAR ASSESSMENT COMMITTEE: In process

VI. OLD BUSINESS

A. APPARATUS UPDATE:

1. Monthly report from Batt. Chief King

B. APPARATUS UPDATE:

- 1. Rules and Regulations Table of Contents
- 2. New page 22 of Rules and Regulations
- 3. Request for Award form

• Resolution 041513-09

Motion by Dave Hurt
Second by Rick Derby

The SCAFD Board does hereby amend the form to read “may” make a full statement rather than “shall”

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

• Resolution 041513-10

Motion by Rich Tesner
Second by Dave Hurt

The SCAFD Board does hereby accept the Request for Award form, as amended.

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

• Resolution 041513-11

Motion by Larry Widigan
Second by Rich Tesner

The SCAFD Board does hereby accept the changes to the Rules and Regulations to include the Request for Award form.

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

VII. NEW BUSINESS

A. MEMBER(S) TO BE PLACED ON PROBATION: NONE

B. MEMBER TO COME OFF PROBATION: B. Cole

• Resolution 041513-12

Motion by Dave Hurt
Second by Rick Derby

The SCAFD Board does hereby place Brad Cole on regular status with the SCAFD

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

- C. MEMBERS RESIGNING/TERMINATING: NONE
- D. MEMBERS ELIGIBLE FOR REINSTATEMENT: NONE
- E. MEDAL OF VALOR:

• Resolution 041513-13

Motion by Dave Hurt
Second by Rick Derby

The SCAFD Board does hereby award Firefighter Scott Martin the Medal of Valor for his life saving actions on December 25, 2012.

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

F. APPARATUS PURCHASE UPDATE:

• Resolution 041513-14

Motion by Dave Hurt
Second by Rick Derby

The SCAFD Board does hereby move VII. F. to General Information

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

G. FIT TESTING EQUIPMENT ANNUAL CALIBRATION:

• Resolution 041513-15

Motion by Dave Hurt
Second by Rick Derby

The SCAFD Board does hereby approve the annual calibration by OHD in the amount of \$660.00, plus shipping.

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

VIII. GENERAL INFORMATION

- A. MUNICIPAL BILLINGS
- B. MARCH BILLS LIST
- C. FLOWERS FUND BALANCE IS \$40.00
- D. CAPITAL IMPROVEMENT FUND PROGRAM BALANCE: \$111,215.05
- E. FEMA VEHICLE GRANT DENIAL
- F. SOG 203

- 1. 02/25/2013 letter from Michael Gombos, MTPP
- 2. SOG 203 Update
- 3. Participating Activity Waiver

G. APPARATUS PURCHASE UPDATE

• Resolution 041513-16

Motion by Dave Hurt
Second by Larry Widigan

The SCAFD Board does hereby direct Atty. Cavanaugh to contact Meijer to see if any donations toward new apparatus could be obtained.

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

• Resolution 041513-17

Motion by Dave Hurt
Second by Larry Widigan

The SCAFD Board does hereby direct Chairman Messer to invite the Municipalities to a joint meeting to discuss the Fire Agreement and apparatus purchase.

YES: Derby, Hurt, Tesner, Widigan, Messer
NO: None Motion declared carried

IX. OPEN TO THE PUBLIC:

- C. Gehringer: Commends going forward with agreement and apparatus purchase
Asked if E85 fuel at the new Meijer will be a problem for the fire dept

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

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

XII. COMMENTS OF THE FIREBOARD:

Tesner: Congratulations to B. Cole on coming off of probation
Congratulations to S. Martin on his receipt of the Medal of Valor

Widigan: Congratulations to B. Cole and S. Martin

Derby: Congratulations to B. Cole and S. Martin
Welcomed L. Widigan to the Fire Board
1st responders shined in the wake of the Boston Marathon attack
Appreciates the training our FF receive
Glad trained personnel were on scene

Hurt: Ditto
Wasn't targeting the Township regarding his comments about the agreement

Messer: Echoes sentiments
Looking forward to the joint municipal meeting

XIII. ADJOURNMENT OF MEETING:

Meeting adjourned at 8:39 p.m. The next regular meeting will be 05/20/13 at Station 1 at 7:00 pm

MIKE MESSER
CHAIRMAN
SWARTZ CREEK AREA FIRE BOARD

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

SWARTZ CREEK AREA FIRE DEPT, SWARTZ CREEK MICHIGAN 48473

Incident Log for 04/01/2013 through 04/30/2013

Printed: 05/13/2013

Inc. No. - Exp. Location	Date	Disp. Time	Sta. Incident Type	Owner Name	Prop & Cont Value	No. Resp	Disp. to Enrte. Min. Prop & Cont Loss	Officer in Charge	Resp. Min. Savings	Total Hr:Min:Sec
0000046-000 7464 Diane CT MS Janet Orr	04/02/2013	11:30	1 111 Deck Fire; cigarette disposal	MS Janet Orr	\$0	10	0.00	KING, JACK L - BATT CHIEF	7.00 \$-300	0:35:00
0000047-000 Corunna and morrish rd. MRS joyce C carpenter	04/09/2013	11:55	2 463 vehicle accident, general cleanup	MRS joyce and dick C carpenter	\$0	12	9.00	KING, JACK L - BATT CHIEF	10.00 \$0	0:55:00
0000048-000 8511 Chesterfield DR Claire Jess	04/10/2013	13:49	1 445 Arcing GFC receptacle	MRS Rebecca Jess	\$130,000	13	5.00	KING, JACK L - BATT CHIEF	8.00 \$129,500	0:36:00
0000049-000 2444 N Seymour RD Mary	04/15/2013	15:16	2 444 Power line hanging low		\$0	4	0.00	MERRIAM, ERIC M - ASSISTANT	9.00 \$0	0:24:00
0000050-000 5276 S Seymour RD MRS MARGERATE COCHRAN	04/16/2013	20:42	1 113 Oven Fire; AMA canceled	MRS MARGERATE COCHRAN	\$0	20	6.00	KING, JACK L - BATT CHIEF	7.00 \$0	0:33:00
0000051-000 Seymour and Seymour and Corunna Jason	04/17/2013	15:10	2 445 Arcing, shorted electrical		\$0	7	0.00	MERRIAM, ERIC M - ASSISTANT	4.00 \$0	0:10:00
0000052-000 7206 Lennon RD	04/18/2013	13:26	1 445 Utl pole break, arcing wires		\$0	12	6.00	KING, JACK L - BATT CHIEF	10.00 \$0	1:27:00
0000053-000 3086 S Seymour RD MR Wayne Woods	04/20/2013	13:07	1 531 Smoke invstgtn, unfounded	MR Wayne Woods	\$0	16	0.00	MERRIAM, ERIC M - ASSISTANT	4.00 \$0	0:23:00
0000054-000 Corunna and Corunna and Seymour MR Aaron Grooms	04/24/2013	13:16	2 311 Amblnc on side, fluid spill		\$0	10	0.00	MERRIAM, ERIC M - ASSISTANT	6.00 \$0	1:56:00
0000055-000 Miller RD MRS mary E moon	04/25/2013	12:30	1 463 Vehicle PI, fluid spill	MR edwin L moon	\$0	14	0.00	KING, JACK L - BATT CHIEF	9.00 \$0	0:55:00
0000056-000 Seymour and North of Hill Unknown	04/26/2013	16:06	1 142 RR grass fire, Gaines on first	Unknown	\$0	16	4.00	KING, JACK L - BATT CHIEF	7.00 \$0	0:53:00

Incidents by Shift Including Exposures

No. Resp.	Total Hr:Min	Prop & Cont Value	Prop & Cont Loss	Savings	0	1	2	3	4	
Totals:	134	8:47:00	\$130,000	\$800	\$129,200	0	9	2	0	0

The total number of incidents, including exposure fires is 11.

The number of exposure fires is 0.

SWARTZ CREEK AREA FIRE DEPARTMENT
Income/Expense Report
For the Four Months Ending April 30, 2013

	Description	Current Mth	Y-T-D	Budget	Remain. Budget	% Budget
Revenues						
3582	OPERATING CONTRIBUTIONS	5,511.15	115,520.31	262,520.00	146,999.69	(0.44)
3583	EQUIPMENT CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
3628	MISC. INCOME (SUNDRY)	0.00	15.00	0.00	(15.00)	0.00
3630	GRANT INCOME	0.00	0.00	0.00	0.00	0.00
3664	INVESTMENT INCOME	21.73	78.81	120.00	41.19	(0.66)
3673	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
	Total Revenues	5,532.88	115,614.12	262,640.00	147,025.88	(0.44)
Expenses						
4703	SOCIAL SECURITY	833.52	2,886.48	10,900.00	8,013.52	0.26
4704	STAFF SALARIES	3,162.25	12,168.00	45,700.00	33,532.00	0.27
4705	MAIN/TRAIN-SALARIES	932.00	2,962.00	11,100.00	8,138.00	0.27
4706	OFFICER SALARIES	1,290.00	3,870.00	15,500.00	11,630.00	0.25
4707	FIREFIGHTERS SALARY	5,511.21	18,760.52	69,000.00	50,239.48	0.27
4708	DEFERRED COMPENSATION	257.75	743.25	3,200.00	2,456.75	0.23
4709	MEDICAL-FIREFIGHTERS	2,068.00	2,935.00	4,500.00	1,565.00	0.65
4710	UNEMPLOYMENT PAYMENTS	0.00	0.00	2,000.00	2,000.00	0.00
4727	OFFICE SUPPLIES	238.79	344.96	1,000.00	655.04	0.34
4728	BUILDING SUPPLIES	392.82	547.66	700.00	152.34	0.78
4740	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
4741	EQUIPMENT SUPPLIES	945.04	2,776.49	7,000.00	4,223.51	0.40
4801	CONTRACT SERVICES	92.26	4,479.46	6,800.00	2,320.54	0.66
4820	80th Anniversary	0.00	0.00	0.00	0.00	0.00
4850	COMMUNICATIONS	436.44	1,218.07	3,200.00	1,981.93	0.38
4910	INSURANCE	5,178.00	18,120.00	23,200.00	5,080.00	0.78
4920	UTILITIES	1,439.98	4,197.11	15,000.00	10,802.89	0.28
4960	EDUCATION & TRAINING	46.00	640.72	6,500.00	5,859.28	0.10
4970	OFFICE EQUIPMENT	0.00	0.00	240.00	240.00	0.00
4976	FIRE EQUIPMENT	140.00	140.00	16,500.00	16,360.00	0.01
4978	FIRE EQUIP.-MAINT/REPAIR	1,194.40	2,545.39	19,100.00	16,554.61	0.13
4979	FIRE EQUIPMENT-UPGRADES	0.00	0.00	0.00	0.00	0.00
4981	APPARATUS	0.00	0.00	0.00	0.00	0.00
4982	Loose Equip. New Apparatus	0.00	0.00	0.00	0.00	0.00
4983	Misc. Upgrades	0.00	0.00	0.00	0.00	0.00
4984	COMPUTER EQUIPMENT	0.00	0.00	800.00	800.00	0.00
4988	COMPUTER SOFTWARE/UPGRADES	0.00	400.00	700.00	300.00	0.57
4999	RESERVE	0.00	0.00	0.00	0.00	0.00
	Total Expenses	24,158.46	79,735.11	262,640.00	182,904.89	0.30
	Net Income/<Loss>	(18,625.58)	35,879.01	0.00		
3400	FUND BALANCE-Beginning of Year	0.00	124,728.50	0.00		
	Fund Balance-End of Year	(18,625.58)	160,607.51	0.00		

AS OF: May 14, 2013
TO: Swartz Creek Area Fire Authority
RECORDED BY: Fire Chief Brent Cole
SUBJECT: Current Apparatus Readiness Status

Unit	Type	Assignment	Status
11	98 Pumper	Station 1	In service.
12	91 Pumper	Station 1	In service.
16	91 Squad	Station 1	In service.
17	79 Grass Rig	Station 1	In service.
21	99 Pumper	Station 2	In service.
23	92 Tanker	Station 2	In service.
26	93 Squad	Station 2	In service.
27	79 Grass Rig	Station 2	In service.

SWARTZ CREEK AREA FIRE DEPARTMENT

8100 B CIVIC DRIVE
 SWARTZ CREEK, MI 48473

INVOICE

Invoice Number: 0513
 Invoice Date: May 13, 2013
 Page: 1
Duplicate

Voice: 810/635-2300
 Fax: 810/635-7461

Bill To:
CITY OF SWARTZ CREEK 8083 CIVIC DRIVE SWARTZ CREEK, MI 48473

Ship to:
CITY OF SWARTZ CREEK 8083 CIVIC DRIVE SWARTZ CREEK, MI 48473

Customer ID	Customer PO	Payment Terms	
CITY01		Due at end of Month	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Courier		5/31/13

Quantity	Item	Description	Unit Price	Amount
128.25	FIRE02	FIRE SERVICE 04/2013	13.43	1,722.58

Subtotal	1,722.58
Sales Tax	
Total Invoice Amount	1,722.58
Payment/Credit Applied	
TOTAL	1,722.58

Check/Credit Memo No:

SWARTZ CREEK AREA FIRE DEPARTMENT

8100 B CIVIC DRIVE
 SWARTZ CREEK, MI 48473

INVOICE

Invoice Number: 0513CT
 Invoice Date: May 13, 2013
 Page: 1

Duplicate

Voice: 810/635-2300
 Fax: 810/635-7461

Bill To:
CLAYTON TOWNSHIP 2011 MORRISH ROAD SWARTZ CREEK, MI 48473

Ship to:
CLAYTON TOWNSHIP 2011 MORRISH ROAD SWARTZ CREEK, MI 48473

Customer ID	Customer PO	Payment Terms	
CLAY01		Due at end of Month	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Courier		5/31/13

Quantity	Item	Description	Unit Price	Amount
134.00	FIRE02	FIRE SERVICE 04/2013	13.61	1,823.93

Subtotal	1,823.93
Sales Tax	
Total Invoice Amount	1,823.93
Payment/Credit Applied	
TOTAL	1,823.93

Check/Credit Memo No:

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

					30-Apr-13
DATE:	CHECKS	PAYEE:	AMT	ACCT	TRANSACTION DESCRIPTION
4/1/2013	16334	CLAYTON TWP	\$40.51	4920	SEWER STA 2
4/1/2013	16335	DOUGLASS SAFETY	\$140.00	4976	5" STORZ X 4" NPT
			\$12.72	4727	SHIPPING
4/1/2013	16336	ICMA	\$70.00	22023	DF COMP EE PORTION
4/8/2013	16337	BRADYS BUSINESS STYSTEMS	\$43.64	4801	COPIER MA
4/8/2013	16338	CHARTER COMMUNICATIONS	\$119.94	4850	PHONE/INTERNET STA 2
4/8/2013	16339	THE DIVE SHOP	\$180.00	4978	HYDROSTATIC TESTING
4/8/2013	16340	SCAFA	\$374.00	22024	ASSOC. DUES
4/8/2013	16341	FRIEND OF THE COURT	\$84.61	22026	FOC
4/8/2013	16342	GILL ROYS	(\$2.83)	4741	EQUIP. SUPPLIES
			\$52.03	4728	BUILDING SUPPLIES
4/8/2013	16343	ICMA	\$465.76	22023	DF COMP EE PORTION
	(INTERNTL CITY/COUNTY MGT ASSOC.)		\$257.75	4708	DF COMP ER PORTION
4/8/2013	16344	MCLAREN	\$2,068.00	4910	PHYSICALS
4/8/2013	16345	MCLAREN	\$46.00	4960	CPR CARDS
4/8/2013	16346	MML	\$5,178.00	49102	WORKERS' COMP. INSURANCE
4/8/2013	16347	TRUDY ONORE	\$30.00	4801	CLEAN STA 1
4/8/2013	16348	PETER SHEK	\$6.05	22027	GARNISHMENT
4/8/2013	16349	STATE OF MICHIGAN	\$373.96	22022	STATE TAX
4/8/2013	16350	SUBURBAN AUTO	\$452.60	4741	EQUIP. SUPPLIES
4/8/2013	16351	VALLEY PETROLEUM	\$152.90	4741	FUEL
4/15/2013	16352	COMCAST	\$181.80	4850	PHONE/INTERNET STA 1
4/15/2013	16353	CONSUMERS ENERGY	\$580.14	4920	UTILITIES STA 1
4/15/2013	16354	ICMA	\$70.00	22023	DF COMP EE PORTION
4/15/2013	16355	TUV RHEINLAND	\$414.40	4978	LADDER RECERTIFICATION
4/15/2013	16356	VALLEY PETROLEUM	\$49.00	4741	OIL
4/15/2013	16357	VISA	\$18.62	4801	PERSONNEL PHOTOS
			\$277.07	4728	SUPPLIES FOR PHOTO DISPLAY
			\$172.86	4727	OFFICE SUPPLIES/SHIPPING
			\$600.00	4978	POSICHECK MA
			\$59.00	4741	EQUIP. SUPPLIES
4/29/2013	16358	CHARTER COMMUNICATIONS	\$134.70	4850	PHONE/INTERNET STA 2
4/29/2013	16359	CITY OF SWARTZ CREEK	\$819.33	4920	UTILITIES STA 1
4/29/2013	16360	DOUGLASS SAFETY	\$115.00	4741	FRAME KIT
4/29/2013	16361	ICMA	\$70.00	22023	DF COMP EE PORTION
4/29/2013	16362	LOWES	\$63.72	4728	LIGHT BULBS
4/29/2013	16364	STEVE TABIT	\$53.21	4727	SHIPPING REIMBURSEMENT
4/29/2013	16365	VALLEY PETROLEUM	\$119.37	4741	FUEL
			(\$373.96)	22022	03/13 STATE TAX
			\$2,503.49	22021	03/13 SOC SEC
			\$369.35	22022	03/13 STATE TAX PAYABLE
			\$1,097.66	1002	04/03 PAYROLL
			\$5,686.40	1002	04/10 PAYROLL
			\$1,001.66	1002	04/17 PAYROLL
			(\$70.00)	22023	DF COMP EE PORTION
		TOTAL	\$24,158.46		

VOID CHECKS: 16363



Swartz Creek Area Fire Department

Serving Clayton Twp. and Swartz Creek Since 1925
8100 B Civic Dr., Swartz Creek MI 48473-1376 • phone: 810-635-2300 • fax: 810-635-7461

May 14, 2013

Ms. Terri Greenwald
Meijer #259,
4141 Morrish Road,
Swartz Creek, Michigan 48473

Dear Ms. Greenwald:

On behalf of the Swartz Creek Area Fire Department I express to you a welcome to our fire district. We look forward to the products and service that will be readily available with a new Meijer's store in our community.

The Swartz Creek Area Fire Authority operates a on call fire department to respond to residential and commercial fire calls in our district. Maintaining and replacing fire suppression apparatus in these troubled economic times is difficult for local municipalities.

A citizen recently contacted the fire authority and indicated that some corporations make available for public safety acquisitions of equipment and that they believed Meijer was one of the companies with such a program.

Our department is currently in need of upgrading fire department apparatus if Meijer's does in fact have a grant program to help with such acquisition, we would request that you provide us with the correct information to submit our request to participate.

I thank you for your time in considering our request.

If you should have any questions or concerns please do not hesitate to contact the office.

Sincerely,

Chief Brent Cole
Swartz Creek Area Fire Authority

April 19, 2013

Mayor David Krueger; Swartz Creek City Council; City Manager Paul Bueche
Supervisor Chris Gehringer; Board of Trustees, Clayton Charter Township
Swartz Creek Area Fire Authority Board
Fire Chief Brent Cole

The Swartz Creek Area Fire Authority Board wishes to invite the Swartz Creek City Council, The Clayton Charter Township Board of Trustees and the Swartz Creek Area Fire Authority Board to a joint meeting for the purpose of discussing the operating agreement of the Fire Department and to discuss the type, means and timeframe for the purchase of a fire apparatus vehicle.

During my tenure on the board as chairman, I have striven to foster free and open communications to benefit the citizens of the fire district and insure the smooth, efficient operation of the fire department. It is my desire to continue keeping these lines of communications open and to periodically share ideas, thoughts and concerns about this department.

Please communicate to me available dates for this meeting that fit your schedules and I will keep everyone informed as to when it will take place. I would propose the Christopher Hilden room at the public safety building in Swartz Creek and a date in May for the meeting at, say, 7 pm.

I look forward to hearing from you and meeting to insure the continuing good will and quality operation of our Fire Department into the future.

Sincerely,

Michael Messer, Chairman
Swartz Creek Area Fire Authority Board
810-471-4096 h
810-282-1933 c
810-780-8986 w

Delta Paving Inc.
4186 Holiday Dr.
Flint, MI 48507
Tel.: 8102320220
Fax: 8102320222



RESIDENTIAL AND COMMERCIAL

516-E

CUSTOMER REF. NO.	DATE	
C & H	5/16/2013	1

C & H EXCAVATING
9215 W. GRAND BLANC RD.
GAINES, MI. 48436

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
------	----------	------	-------------	------------	--------

RESURFACE INTERSECTIONS OF
WINSTON & FAIRCHILD APPROX. 3,776
SQ.FT.

1. MILL 2" OF EXISTING ASPHALT.
2. CLEAN & TACKCOAT FOR BONDING.
3. INSTALL 2" 1100-T TOP COAT ASPHALT.

1.00

4. COMPLETE CLEAN UP AFTER PAVING.

\$4,585.00

\$4,585.00

COMMENTS

SUBTOTAL	\$4,585.00
TAX	\$0.00
TOTAL AMOUNT	\$4,585.00

Checked Over 5/16/13

4186 Holiday Dr.
Flint, MI 48507
Phone: (810) 232-0220
Fax: (810) 232-0220



RESIDENTIAL AND COMMERCIAL

Date July 16, 2013

MIKE: _

I THINK IF WENT JUST MILLED THE TOP 2" OFF THESE
INTERSECTIONS WOULD BE SUFFICIENT AND SAVE MONEY.

CHUCK

DELTA PAVING, INC.
4186 HOLIDAY DRIVE
FLINT, MI 48507
Phone 810-232-0220
Fax 810-232-0222
E-mail deltapaving@comcast.net



FAX

To: MIKE	From:
Fax: 810-635-4118	Pages: 3 (INC. COVER)
Phone: 730-7904	Date: 5/16/13
Re:	cc:

Comments:

QUOTE: WINSTON & FAIRCHILD RESURFACE

To whom it may concern,

The Swartz Creek area Art Guild would like to put on a two day fine art and fine craft show in the Elms road park. We would like this to be a yearly event starting next year in the second week of September 13th and 14th 2014.

The express purpose of which would be to earn funds for the Swartz Creek Art Gallrey.

The first year of the show we are hoping for at least 50 vendors. They will be set up in front of the pavilion.

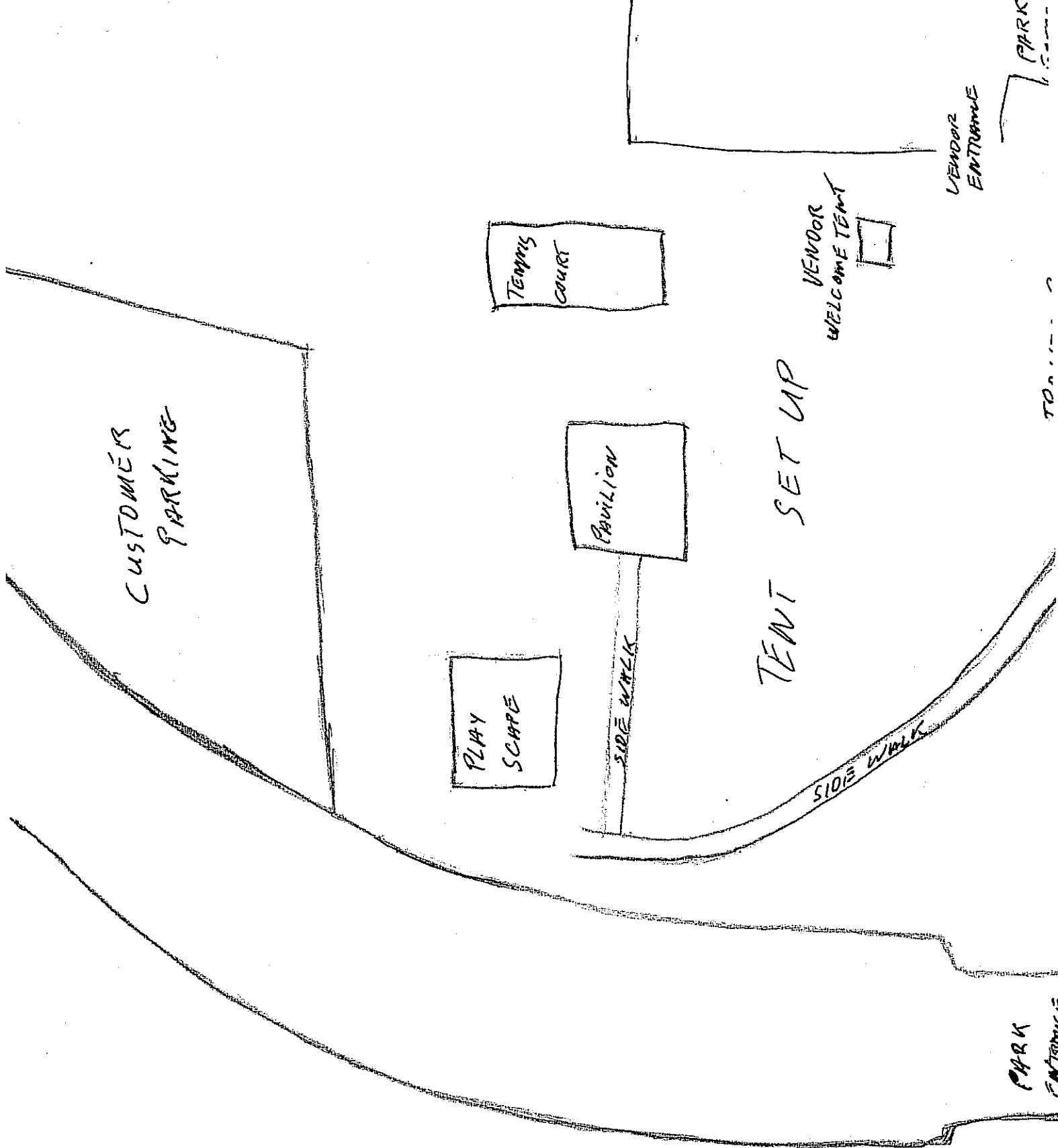
We are hoping that it is permissible to have the boy scouts stay over night on the grounds, Friday and Saturday nights, to watch over things. During set up times they can help with carrying inventory and setting up tents.

We will have some food vendors. The art guild will have its own booth for selling hot dogs, chips, pop and water.

Also we have people maning the welcome booth to let incoming vendors know where their space is at and people directing traffic in the parking area.

Thank You for your consideration,
Swarz Creek Art Guild

Charles W. Jackson
810-252-4857



CUSTOMER
PARKING

PLAY
SCAPE

SIDE WALK

PAVILION

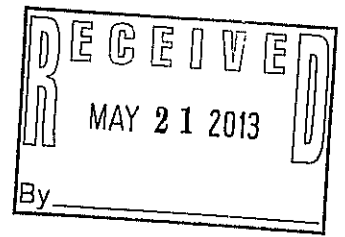
TENT SET UP

TENNIS
COURT

VENDOR
WELCOME TENT

VENDOR
ENTRANCE

PARK



SWARTZ CREEK AREA ART GUILD
PROPOSAL FOR USE OF ELMS RD PARK SITE

The Swartz Creek Area Art Guild is interested in hosting a fund-raising event at Elms Road Park the second weekend of September, 2014, by providing a venue for artists and crafts persons of all artistic persuasion to sell their artwork. All funds received from Vendors as site rental will be specifically earmarked for the general operation costs of the Guild's art gallery.

Our goal is to reach out to vendors in Michigan and adjacent states throughout the 2013 summer "art show season" and encourage their participation in September, 2014 event.

Respectfully submitted,

Charles W. Jackson

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **NOV 02 2010**

SWARTZ CREEK AREA ART GUILD INC
9251 W HILL RD
SWARTZ CREEK, MI 48473

Employer Identification Number:
27-2949574
DLN:
300238072
Contact Person:
WILLIAM SCHRODER ID# 31694
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
June 30, 2010
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

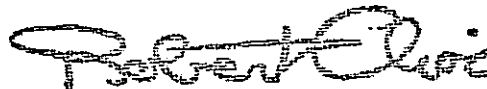
Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

SWARTZ CREEK AREA ART GUILD INC

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Choi". The signature is stylized with a large, circular flourish at the end.

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

**City of Swartz Creek
Proof of Pavilion Reservation**

PARK RULES

- *Reservation holder must be present at all times and is responsible for all guests and cleanup.
- *No Alcoholic beverages permitted.
- *No open fires (BBQ for food preparation ONLY).
- *No defacing of park property, including lawn plantings and tree damage from climbing, swinging, etc.
- *No fundraising activities, organizational or public meetings including: gambling, revival acts, unless approved by City Council.
- *No parking on lawn or sidewalks.
- *No rollerblades or skateboards on or in the playscapes, tennis and basketball courts.
- *Have fun with friends and family.
- *Pets must be leashed and their waste disposed of properly. Pets are not allowed in playscape or playground area.
- *No loud music, excessive noise, fireworks, or firearms/weapons allowed in the park.

*PARK HOURS ARE FROM 8AM TIL DUSK.
*NO CAMPING

Non-Reservable: Playscapes, Restrooms, Play Equipment, Tennis Courts, Volleyball Courts and Basketball Courts. Ball diamonds may be requested during the week by submitting a schedule to the City Offices, including dates, times, ball diamond location and group requesting the reservation; all of which will be reviewed and scheduled administratively.

All monies must be paid at time of reservation. Only Cash payments will be accepted for a rental date of five (5) days or less. Any cancellations must be made two (2) weeks prior to event date. All cancellations are subject to a \$20.00 Cancellation Fee. ABSOLUTELY NO REFUNDS DUE TO WEATHER.

Name of Responsible Party Boots Abrams

Address 5352 Greenleaf Dr Phone: 635-9227

Number of Guests approx 75 Nature of Activity reunion Fair Ladies Golf Society Council

X Responsible Party Signature Boots Abrams

Park Fees Apply on Fridays, Saturdays, Sundays and Holidays. Fees Charged May through October.

Elms Park- 4125 Elms Rd

Winshall Park- 5225 Winshall Dr.

- #1 \$70.00
70-80 People Electricity 8 Tables
- #2 \$120.00
90-100 People Electricity 7 Tables
- #3 \$70.00
25-30 People 4 Tables
- #4 \$120.00
80-90 People Electricity 12 Tables

- #1 \$70.00
60 People 4 Large Tables
- #2 \$70.00
80 People 6 Large Tables
- #3 \$70.00
40 People 4 Small Tables

Date of Reservation 9-15-13

Area restrooms are attended to during the early morning hours in the Summertime. Due to high park volume and vandalism, you are strongly encouraged to bring your own paper products and soap or sanitizer for restroom use.

IF THERE ARE PROBLEMS AT THE PARK, CONTACT THE SWARTZ CREEK POLICE AT
(810)635-4401 OR 911. 87

Paul,

Fair winds Girl Scout Council would like to use the large pavilion at Elms Rd Park for a reunion of its Adult Leaders Sept 15 - 2013.

Please waive the fee as we are a non-profit org.

Sue Adams

~~Sue~~ May 15 - 2013



GENESEE COUNTY DRAIN COMMISSIONER'S OFFICE

- DIVISION OF -

WATER & WASTE SERVICES

G-4610 BEECHER ROAD - FLINT, MICHIGAN 48532-2617
PHONE (810) 732-7870 - FAX (810) 732-9773

JEFFREY WRIGHT
COMMISSIONER

JW

April 16, 2013

Mr. Jason Nordberg, Principal Planner
Genesee County Metropolitan Planning Commission
Room 223
1101 Beach Street
Flint, Michigan 48502-1470

Re: 2014-2017 TIP Project List

Dear Mr. Nordberg:

We are in receipt of your 2013 Transportation Improvement Plan (TIP) for fiscal years 2014-2017. We have made a preliminary review of the list and have identified projects that may impact sewer and water infrastructure. Without specific areas, we do not know if other projects potentially have an impact to the water and sewer infrastructure. Attached is the list provided by your office wherein we have identified the projects with potential impact. It is recommended that all projects get submitted to this office to ensure a review of the impacts are made to each specific project.

Should you have any questions, please do not hesitate to contact me directly.

Sincerely,

Matthew T. Raysin, P.E., Division Engineer
Division of Water & Waste Services

MTR/JMW

Enclosure

cc: John F. O'Brien, P.E., BCEE, Director

RECEIVED
GENESEE COUNTY

APR 18 2013

METROPOLITAN
PLANNING COMMISSION

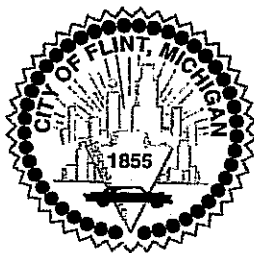


Agency	Draft Project	Limits	Description	Federal Funding	State Funding	Local Funding	Total Cost
City of Burton	Bristol Road	Oyer Thread Creek	Bridge Repair	\$ 318,000	\$ 59,625	\$ 19,875	\$ 397,500
City of Burton	Lapeer Road	Belsay Road to Vassar Road	Improve/Preserve	\$ 1,200,000	\$ -	\$ 300,000	\$ 1,500,000
City of Flint	Genesee Valley Trail	Riverbank Park to City Limits	Nonmotorized	\$ 316,792	\$ -	\$ 289,108	\$ 605,900
City of Flint	Pierson Road - Phase II	Harvard St to Horton Ave	Safety	\$ 460,595	\$ -	\$ -	\$ 460,595
City of Grand Blanc	Perry Road Pedestrian Bridge	Elmwood Drive east to existing sidewalk	Nonmotorized	\$ 280,404	\$ -	\$ 70,101	\$ 350,505
GCMPC	Rideshare Program	Genesee & Lapeer Counties	Rideshare	\$ 81,852	\$ -	\$ -	\$ 81,852
GCRC	Richfield Road	Genesee to Belsay	Improve/Preserve	\$ 888,730	\$ -	\$ 916,520	\$ 1,805,250
GCRC	Cole Road	Over Shiawassee River	Bridge Repair	\$ 312,000	\$ 58,500	\$ 19,500	\$ 390,000
GCRC	Dort Highway Extension -ROW	I-75 at Dort Highway South to Baldwin Road	Expansion - New Road	\$ -	\$ 492,000	\$ -	\$ 492,000
GCRC	Irish Road	Teachout to Mt Morris	Improve/Preserve	\$ 333,537	\$ -	\$ 189,213	\$ 522,750
GCRC	Baldwin Road	Fenton to Graytrax	Improve/Preserve	\$ 384,172	\$ -	\$ 216,203	\$ 600,375
GCRC	Elms Road	Pierson to Carpenter	Improve/Preserve	\$ 350,152	\$ -	\$ 125,598	\$ 475,750
GCRC	Richfield Road	Irish to Gale	Improve/Preserve	\$ 849,024	\$ -	\$ 875,601	\$ 1,724,625
GCRC	Saginaw Street	Hill to Maple	Improve/Preserve	\$ 1,441,440	\$ -	\$ 1,261,310	\$ 2,702,750
GCRC	McCumsey Road	McCumsey Road culvert crossing Pine Run Creek in Thetford Township	Safety	\$ 62,147	\$ -	\$ 6,906	\$ 69,053
GCRC	Morrish Road/Calkins Road	Morrish Road @ Calkins Road in Clayton Township	Safety	\$ 21,010	\$ -	\$ -	\$ 21,010
GCRC	Seymour Road/Grand Blanc Road	Seymour Road @ Grand Blanc Road in Gaines Township	Safety	\$ 34,720	\$ -	\$ -	\$ 34,720
GCRC	Lewis Road/Wilson Road	Lewis Road @ Wilson Road	Safety	\$ 31,154	\$ -	\$ -	\$ 31,154
GCRC	Baldwin Road	Baldwin Road culvert crossing Atherton Drain from Duffield Road to VanVleet Road in Gaines Township	Safety	\$ 86,049	\$ -	\$ 9,561	\$ 95,610
GCRC	Linden Road and Elms Road	Two Structures over Flint River	Bridge Repair	\$ 312,000	\$ 58,500	\$ 19,500	\$ 390,000
MDOT	I-69	from I-475 to Center Road	Safety	\$ 3,259,886	\$ 362,209	\$ -	\$ 3,622,095
MDOT	I-75	Oakland COL to I-475 N Junction	Improve/Preserve	\$ 11,312,145	\$ 1,256,905	\$ -	\$ 12,569,050
MDOT	I-69	M-54 to Center Road	Improve/Preserve	\$ 13,543,654	\$ 1,504,850	\$ -	\$ 15,048,504
MDOT	M-15	Colonial Blvd to Potter Rd	Safety	\$ 453,712	\$ 113,428	\$ -	\$ 567,140
MDOT	I-69	I-69 over CSX RR and Averill Ave	Bridge Repair	\$ 5,099,289	\$ 566,586	\$ -	\$ 5,665,875
MDOT	I-69	I-69 over M-54 (Dort Hwy) and Center Rd	Bridge Repair	\$ 6,072,369	\$ 590,367	\$ 84,339	\$ 6,747,075
MDOT	I-75	GTW RR over I-75	Bridge Repair	\$ 529,018	\$ 58,778	\$ -	\$ 587,796
MDOT	I-69	Four I-75 Bridges in Genesee County	Bridge Repair	\$ 1,719,687	\$ 191,075	\$ -	\$ 1,910,762
MDOT	M-15	Davison Rd to NCL of Davison	Safety	\$ 466,650	\$ 51,850	\$ -	\$ 518,500
MDOT	I-69	Safety upgrade of signals	Safety	\$ 552,000	\$ -	\$ -	\$ 552,000
MDOT	I-69	E of Ballenger Hwy to W of Fenton Rd	Safety	\$ 344,250	\$ 38,250	\$ -	\$ 382,500
MTA	Equipment-Computer	Genesee County	Transit	\$ 157,120	\$ 39,280	\$ -	\$ 196,400
MTA	Equipment-Computer	Genesee County	Transit	\$ 528,000	\$ 132,000	\$ -	\$ 660,000
MTA	Equipment-Parts	Genesee County	Transit	\$ 684,000	\$ 171,000	\$ -	\$ 855,000
MTA	Equipment-Shop	Genesee County	Transit	\$ 154,000	\$ 38,500	\$ -	\$ 192,500
MTA	Facility Rehab	Genesee County	Transit	\$ 196,000	\$ 49,000	\$ -	\$ 245,000
MTA	ITS	Genesee County	Transit	\$ 160,000	\$ 40,000	\$ -	\$ 200,000
MTA	Job Access	Genesee County	Transit	\$ 270,000	\$ 270,000	\$ -	\$ 540,000
MTA	Job Access	Genesee County	Transit	\$ 263,000	\$ 263,000	\$ -	\$ 526,000
MTA	Operations	Genesee County	Transit	\$ 222,915	\$ 504,900	\$ 763,872	\$ 1,491,687
MTA	Operations	Genesee County	Transit	\$ 2,528,000	\$ 632,000	\$ -	\$ 3,160,000
MTA	Transit Facility	Genesee County	Transit	\$ 4,000	\$ 1,000	\$ -	\$ 5,000
MTA	Transit Facility	Genesee County	Transit	\$ 66,000	\$ 16,500	\$ -	\$ 82,500
MTA	Transit Facility	Genesee County	Transit	\$ 66,000	\$ 16,500	\$ -	\$ 82,500
MTA	Transit Facility	Genesee County	Transit	\$ 1,662,180	\$ 415,545	\$ -	\$ 2,077,725
MTA	Transit Operations	Genesee County	Transit	\$ 440,557	\$ 835,630	\$ 1,312,434	\$ 2,588,621
MTA	Modification of facilities and fueling stations for CNG	Genesee County	Transit	\$ 500,000	\$ 125,000	\$ -	\$ 625,000

MTA	Vehicles	Genesee County	Transit	\$	52,000	\$	13,000	\$	-	\$	65,000
MTA	Operating Assistance	Genesee County	Transit	\$	50,000	\$	-	\$	50,000	\$	100,000
MTA	Enhanced Service to Seniors and Persons with Disabilities	Genesee County	Transit	\$	162,034	\$	-	\$	162,034	\$	324,068
MTA	ADA Vehicle equipment	Genesee County	Transit	\$	74,042	\$	18,511	\$	-	\$	92,553
MTA	Replacement Bus for VIP	Genesee County	Transit	\$	124,000	\$	31,000	\$	-	\$	155,000
MTA	Construct Davison Service Center	Genesee County	Transit	\$	747,736	\$	186,394	\$	-	\$	934,130
Village of Goodrich	Erie Street	Pontiac Street to Kearsley Creek	Improve/Preserve	\$	180,000	\$	-	\$	45,000	\$	225,000
Village of Goodrich	East Hegel Road Pathway	South side of East Hegel Rd between State St and Fox Hollow Lane	Nonmotorized	\$	20,000	\$	-	\$	5,000	\$	25,000
Vocational Independence Program	Replacement Vehicle	Genesee County	Transit	\$	225,600	\$	56,400	\$	-	\$	282,000
City of Fenton	Silver Lake Road	over Shiawassee River	Bridge Repair	\$	1,756,800	\$	329,400	\$	109,800	\$	2,196,000
City of Flint	Barton Street	over Thread Creek	Bridge Repair	\$	176,400	\$	33,075	\$	11,025	\$	220,500
GCRC	Wilson Road	Wilson Road over Brent Run	Bridge Repair	\$	476,400	\$	89,325	\$	29,775	\$	595,500
GCRC	Mt. Morris Road	over Flint River	Bridge Repair	\$	884,400	\$	165,825	\$	55,275	\$	1,105,500
GCRC	Ballenger Highway	over Swartz Creek	Bridge Repair	\$	1,511,200	\$	283,350	\$	94,450	\$	1,889,000
MDOT	I-475	at 8th St. & Pierson (D02 & D04), city of Flint	Maintenance	\$	1,440,560	\$	319,440	\$	-	\$	1,760,000
MDOT	I-75	I-75 at Holly Rd - ROW	Expansion - New Ramp	\$	1,360,000	\$	340,000	\$	-	\$	1,700,000
MDOT	I-75	at I-69 (D02 of 25031), Genesee County	Maintenance	\$	818,500	\$	181,500	\$	-	\$	1,000,000
MDOT	I-475	Saginaw Street to Clio Road	Improve/Preserve	\$	9,238,500	\$	1,026,500	\$	-	\$	10,265,000
MDOT	I-69	I-69 under Lapeer Road	Bridge Repair	\$	3,149,629	\$	349,959	\$	-	\$	3,499,588
MDOT	I-475	Saginaw St to E of Clio Rd	Safety	\$	118,800	\$	13,200	\$	-	\$	132,000
MDOT	I-75	Bristol Rd at I-75 NB Ramps	Safety	\$	1,013,644	\$	253,411	\$	-	\$	1,267,055
MDOT	M-15	M-15 over Paddison Co Drain	Bridge Repair	\$	374,688	\$	83,086	\$	-	\$	457,774
MDOT	I-475	2 Bridges on I-475, Flint	Bridge Repair	\$	1,315,854	\$	146,206	\$	-	\$	1,462,060
MDOT	I-69	Ballenger Highway to Fenton Road	Improve/Preserve	\$	90,000	\$	10,000	\$	-	\$	100,000
MDOT	I-69	Belsay Road over I-69	Bridge Repair	\$	1,232,646	\$	136,960	\$	-	\$	1,369,606
MDOT	I-75	Bristol Rd at I-75 NB Ramps	Safety	\$	949,500	\$	105,500	\$	-	\$	1,055,000
MDOT	M-15	0.3 miles N of Bristol Rd	Expansion - Add Center Turn	\$	509,585	\$	56,621	\$	-	\$	566,206
MDOT	M-13	at M-21	Safety	\$	24,555	\$	5,445	\$	-	\$	30,000
MDOT	I-69	Ballenger Highway to Fenton Road	Improve/Preserve	\$	16,222,500	\$	1,802,500	\$	-	\$	18,025,000
MDOT	I-75	I-75 at Holly Rd - Con	Expansion - New Ramp	\$	3,178,728	\$	794,682	\$	-	\$	3,973,410
MDOT	I-69	E of Ballenger Hwy to W of Fenton Rd	Safety	\$	2,295,000	\$	255,000	\$	-	\$	2,550,000
MDOT	US-23	at Silver Lake Road	Safety	\$	52,394	\$	11,616	\$	-	\$	64,000
GCRC	Dort Highway Extension - PE	I-75 at M-54 interchange to Baldwin Road	Expansion - New Road	\$	-	\$	800,000	\$	200,000	\$	1,000,000
GCRC	Dort Highway Extension - Con	I-75 at M-54 interchange to Baldwin Road - Local funds	Expansion - New Road	\$	-	\$	-	\$	19,720,000	\$	19,720,000
GCRC	Irish Road at Potter Road	700 Ft South of Potter Road to 700 Ft North of Potter Road	Expansion 3 to 5 Lanes	\$	-	\$	681,840	\$	180,460	\$	862,300
GCRC	Hill Road	Saginaw Road to Center Road	Expansion 3 to 5 Lanes	\$	-	\$	1,482,079	\$	797,521	\$	2,279,600
Fenton	South Leroy Street	Elizabeth Street to Caroline Street	Improve/Preserve	\$	1,131,400	\$	-	\$	282,850	\$	1,414,250
Burton	Belsay Road	Court Street to Davison Road	Improve/Preserve	\$	3,330,881	\$	-	\$	832,719	\$	4,163,600
Grand Blanc	Bellavista	ViaCatherina to City Limits (S of Bellavista Ct)	Improve/Preserve	\$	213,428	\$	-	\$	53,356	\$	266,784
GCRC	Flushing Road	Linden Road to Mill Road	Improve/Preserve	\$	716,680	\$	-	\$	179,170	\$	895,850
GCRC	Pierson Road	Linden Road to I-75	Improve/Preserve	\$	954,776	\$	-	\$	238,694	\$	1,193,470
GCRC	Coldwater Road	Neff Road to Saginaw Road	Improve/Preserve	\$	1,471,080	\$	-	\$	367,770	\$	1,838,850
GCRC	Coldwater Road	Clio Road to Neff Road	Improve/Preserve	\$	1,471,080	\$	-	\$	367,770	\$	1,838,850
GCRC	Clio Road	Dodge Road to Wilson Road	Improve/Preserve	\$	1,239,240	\$	-	\$	309,810	\$	1,549,050
Swartz Creek	Miller Road	Morrish Road to Elms Road	Improve/Preserve	\$	887,621	\$	-	\$	221,904	\$	1,109,525
Swartz Creek	Miller Road	Tallmadge Court to Dye Road	Improve/Preserve	\$	891,494	\$	-	\$	222,872	\$	1,114,366
Mt Morris	Saginaw Street	South City Limits to Mt Morris Road	Improve/Preserve	\$	627,115	\$	-	\$	156,778	\$	783,893
GCRC	Flushing Road	Warner Road to Linden Road	Improve/Preserve	\$	570,400	\$	-	\$	142,600	\$	713,000

Flint	Kearsley Street	Chevrolet Ave to Beach Street	Improve/Preserve	\$	954,467	\$	-	\$	238,616	\$	1,193,083
Mt Morris	Saginaw Street	Mt Morris Road to North City Limits	Improve/Preserve	\$	634,404	\$	-	\$	158,601	\$	793,005
Burton	Center Road	Atherton Road to Lippincott Blvd	Improve/Preserve	\$	979,275	\$	-	\$	244,818	\$	1,224,093
GCRC	Linden Road	Lennon Road to Corunna Road	Improve/Preserve	\$	1,910,444	\$	-	\$	477,790	\$	2,388,234
GCRC	Coldwater Road	Saginaw Road to Dort Highway	Improve/Preserve	\$	839,960	\$	-	\$	209,990	\$	1,049,950
GCRC	Linden Road	Corunna Road to Calkins Road	Improve/Preserve	\$	1,898,880	\$	-	\$	474,720	\$	2,373,600
Flint	Fenton Road	W Hemphill Road to I-69	Improve/Preserve	\$	1,953,916	\$	-	\$	488,478	\$	2,442,394
GCRC	Flint River Trail	Stepping Stone Falls to Bluehill Boat Launch	Nonmotorized	\$	663,183	\$	-	\$	165,796	\$	828,979
GCRC	Flint River Trail	Bluebell Beach to Genesee Road	Nonmotorized	\$	1,812,566	\$	-	\$	453,142	\$	2,265,709
Flint	Grand Traverse Greenway Trail	Riverbank Park to Hemphill Road	Nonmotorized	\$	1,255,993	\$	-	\$	313,998	\$	1,569,991
Flushing	Seymour Road Pathway	Flushing Riverview Trail to Seymour	Nonmotorized	\$	553,408	\$	-	\$	138,352	\$	691,760
Flushing	Seymour Road Pathway	Seymour Road to W Pierson Road	Nonmotorized	\$	265,448	\$	-	\$	66,362	\$	331,810
GCRC	Stanley Road	Henderson Road to E County Line	Improve/Preserve	\$	492,800	\$	-	\$	123,200	\$	616,000
Montrose	Alfred Street	Park Street to Nanita Drive	Improve/Preserve	\$	69,000	\$	-	\$	17,250	\$	86,250
GCRC	Eims Road	Lake Road to Willard Road	Improve/Preserve	\$	507,840	\$	-	\$	126,960	\$	634,800
Montrose	North Saginaw St	State Street (M-57) to North City Limits	Improve/Preserve	\$	136,500	\$	-	\$	34,125	\$	170,625
GCRC	Mt Morris Road	State Road to 7500 Ft East (Richfield Recycling)	Improve/Preserve	\$	805,047	\$	-	\$	510,553	\$	1,315,600
MTA	Preventive Maintenance	Genesee County	Transit	\$	2,484,000	\$	621,000	\$	-	\$	3,105,000
MTA	Purchase Replacement Buses	Genesee County	Transit	\$	1,791,300	\$	447,825	\$	-	\$	2,239,125
MTA	Rehab/Renovate Revenue Vehicles	Genesee County	Transit	\$	80,000	\$	20,000	\$	-	\$	100,000
MTA	Rehab/Renovate Facilities	Genesee County	Transit	\$	292,000	\$	73,000	\$	-	\$	365,000
MTA	Purchase Capital Parts	Genesee County	Transit	\$	672,000	\$	168,000	\$	-	\$	840,000
MTA	Purchase Shop Equipment	Genesee County	Transit	\$	144,000	\$	36,000	\$	-	\$	180,000
MTA	Purchase Computer Hardware	Genesee County	Transit	\$	132,000	\$	33,000	\$	-	\$	165,000
MTA	Purchase Computer Software	Genesee County	Transit	\$	530,000	\$	132,500	\$	-	\$	662,500
MTA	Bus Shelter and Signage Enhancement	Genesee County	Transit	\$	66,000	\$	16,500	\$	-	\$	82,500
MTA	Security	Genesee County	Transit	\$	66,000	\$	16,500	\$	-	\$	82,500
MTA	JARC	Genesee County	Transit	\$	270,000	\$	270,000	\$	-	\$	540,000
MTA	Operating Assistance	Genesee County	Transit	\$	50,000	\$	-	\$	50,000	\$	100,000
MTA	Purchase Paratransit Vehicles	Genesee County	Transit	\$	198,042	\$	49,511	\$	-	\$	247,553
MTA	Enhanced Service to ADA Eligible Psgrs	Genesee County	Transit	\$	162,034	\$	-	\$	162,034	\$	324,068
MTA	Non-urban Area Operating Assistance	Genesee County	Transit	\$	222,915	\$	504,900	\$	763,872	\$	1,491,687
MTA	Purchase Replacement Buses	Genesee County	Transit	\$	766,103	\$	191,526	\$	-	\$	957,629
MTA	Preventive Maintenance	Genesee County	Transit	\$	2,484,000	\$	621,000	\$	-	\$	3,105,000
MTA	Purchase Replacement Buses	Genesee County	Transit	\$	1,687,300	\$	421,825	\$	-	\$	2,109,125
MTA	Rehab/Renovate Revenue Vehicles	Genesee County	Transit	\$	80,000	\$	20,000	\$	-	\$	100,000
MTA	Rehab/Renovate Facilities	Genesee County	Transit	\$	252,000	\$	63,000	\$	-	\$	315,000
MTA	Purchase Capital Parts	Genesee County	Transit	\$	672,000	\$	168,000	\$	-	\$	840,000
MTA	Purchase Shop Equipment	Genesee County	Transit	\$	224,000	\$	56,000	\$	-	\$	280,000
MTA	Purchase Service Vehicles	Genesee County	Transit	\$	52,000	\$	13,000	\$	-	\$	65,000
MTA	Purchase Computer Hardware	Genesee County	Transit	\$	132,000	\$	33,000	\$	-	\$	165,000
MTA	Purchase Computer Software	Genesee County	Transit	\$	542,000	\$	135,500	\$	-	\$	677,500
MTA	Bus Shelter and Signage Enhancement	Genesee County	Transit	\$	66,000	\$	16,500	\$	-	\$	82,500
MTA	Security	Genesee County	Transit	\$	66,000	\$	16,500	\$	-	\$	82,500
MTA	JARC	Genesee County	Transit	\$	270,000	\$	270,000	\$	-	\$	540,000
MTA	Operating Assistance	Genesee County	Transit	\$	50,000	\$	-	\$	50,000	\$	100,000
MTA	Purchase Paratransit Vehicles	Genesee County	Transit	\$	198,042	\$	49,511	\$	-	\$	247,553
MTA	Enhanced Service to ADA Eligible Psgrs	Genesee County	Transit	\$	162,034	\$	-	\$	162,034	\$	324,068
MTA	Non-urban Area Operating Assistance	Genesee County	Transit	\$	222,915	\$	504,900	\$	763,872	\$	1,491,687
MTA	Purchase Replacement Buses	Genesee County	Transit	\$	766,103	\$	191,526	\$	-	\$	957,629
MTA	Preventive Maintenance	Genesee County	Transit	\$	2,556,000	\$	639,000	\$	-	\$	3,195,000
MTA	Purchase Replacement Buses	Genesee County	Transit	\$	1,747,300	\$	436,825	\$	-	\$	2,184,125
MTA	Rehab/Renovate Revenue Vehicles	Genesee County	Transit	\$	80,000	\$	20,000	\$	-	\$	100,000

MTA	Rehab/Renovate Facilities	Genesee County	Transit	\$ 74,400	\$ 18,600	\$ -	\$ 93,000
MTA	Purchase Capital Parts	Genesee County	Transit	\$ 672,000	\$ 168,000	\$ -	\$ 840,000
MTA	Purchase Shop Equipment	Genesee County	Transit	\$ 200,000	\$ 50,000	\$ -	\$ 250,000
MTA	Purchase Service Vehicles	Genesee County	Transit	\$ 60,000	\$ 15,000	\$ -	\$ 75,000
MTA	Purchase Computer Hardware	Genesee County	Transit	\$ 140,000	\$ 35,000	\$ -	\$ 175,000
MTA	Purchase Computer Software	Genesee County	Transit	\$ 595,600	\$ 148,900	\$ -	\$ 744,500
MTA	Bus Shelter and Signage Enhancement	Genesee County	Transit	\$ 66,000	\$ 16,500	\$ -	\$ 82,500
MTA	Security	Genesee County	Transit	\$ 68,000	\$ 16,500	\$ -	\$ 82,500
MTA	JARC	Genesee County	Transit	\$ 270,000	\$ 270,000	\$ -	\$ 540,000
MTA	Operating Assistance	Genesee County	Transit	\$ 50,000	\$ -	\$ 50,000	\$ 100,000
MTA	Purchase Paratransit Vehicles	Genesee County	Transit	\$ 198,042	\$ 49,511	\$ -	\$ 247,553
MTA	Enhanced Service to ADA Eligible Passg	Genesee County	Transit	\$ 162,034	\$ -	\$ 162,034	\$ 162,034
MTA	Non-urban Area Operating Assistance	Genesee County	Transit	\$ 222,915	\$ 504,900	\$ 763,872	\$ 1,491,687
MTA	Purchase Replacement Buses	Genesee County	Transit	\$ 786,103	\$ 191,526	\$ -	\$ 957,629
GCMPC	Rideshare Program	Genesee County	Rideshare	\$ 78,500	\$ -	\$ -	\$ 78,500
GCRC	Pierson Road	Linden Road to Jennings Road	Safety	\$ 637,839	\$ -	\$ 159,460	\$ 797,299
GCMPC	Rideshare Program	Genesee County	Rideshare	\$ 78,500	\$ -	\$ -	\$ 78,500
City of Burton	Center Road	Atherton Road and Davison Road	Safety	\$ 913,163	\$ -	\$ 310,940	\$ 1,224,103
GCMPC	Rideshare Program	Genesee County	Rideshare	\$ 78,500	\$ -	\$ -	\$ 78,500
GCRC	Hill Road	Fenton Road to Saginaw Road	Safety	\$ 694,209	\$ -	\$ -	\$ 694,209
MTA	Vehicle Purchase	Genesee County	Transit	\$ 730,913	\$ -	\$ 182,728	\$ 913,641
Swartz Creek	Fairchild, Winston, Worchester & Cappy	Miller Road to Miller Road	Improve/Preserve	\$ 102,904	\$ -	\$ 535,416	\$ 638,320
Fenton	Poplar Street	Silver Lake Road to North Road	Improve/Preserve	\$ 102,903	\$ -	\$ 480,019	\$ 582,922
GCRC	Linden Road	Frances Road to Dodge Road	Improve/Preserve	\$ 102,903	\$ -	\$ 497,097	\$ 600,000
Mt Morris	Roosevelt Street	Benson Street (City Limits) to Saginaw Street	Improve/Preserve	\$ 102,903	\$ -	\$ 794,780	\$ 897,683
GCRC	Lapeer Road at Charter Oaks Drive	Lapeer Road at Charter Oaks Drive	Safety	\$ 270,030	\$ -	\$ 30,000	\$ 300,000



CITY OF FLINT
OFFICE OF EMERGENCY MANAGER
EDWARD J. KURTZ

ELECTRONIC LETTER

April 26, 2013

Mr. Kevyn Orr
Emergency Manager
Coleman A. Young Municipal Center
2 Woodward Avenue, Suite 1126
Detroit, MI 48226

RE: DWSD Offer Evaluation

Dear Mr. Orr:

DWSD's offer of a Public/Public Partnership appears on the surface to offer significant cost of water savings, particularly in the near-term. However, further analysis exposes several flaws and weaknesses with the offer that reduce any potential appeal. First, the offer continues to use a grossly inaccurate estimate of the KWA operating and capital costs over the next thirty years. This one estimate is off by at least \$800 million and perhaps by as much as \$1 billion over that timeframe. And since DWSD claims "total savings to the Flint region are over \$900 million", they have relied on this flawed estimate of KWA cost to make this claim. This offer also relies on a projection based on very little capital expenditures, no repairs on a system that is past its life expectancy, and annual rate increases of 4.7% over the next 30 years.

Secondly, and of much greater concern to Flint and GCDC, DWSD's offer of partnership would not so much foster a true collaborative relationship, but instead contractually transfers significant liability and risk for the next thirty years. DWSD's offer states the contract "would reflect more input into and control over system investments and cost variables." Unfortunately, these future investments and cost variables are not contained in the DWSD cost estimates. DWSD has included a fixed monthly charge to recover allocated capital revenue requirements, but this number is largely for past expenditures and debt costs, and does not include the significant future capital costs which will be required to maintain their nearly 50 year-old system. Once again quoting from the

Mr. Kevyn Orr
April 26, 2013
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DWSD April 24th offer letter under the Rate Increase Guarantee section – “DWSD proposes a guarantee that the capital portion of the Lake Huron System rate structure (the fixed monthly charge) will not increase for the life of the contract, unless additional capital investment is made in current and future Lake Huron System facilities.” No one disputes that additional capital costs will be required that will total in the millions of dollars.

The DWSD offer is able to appear to offer savings on the surface since they have offloaded much of the above future capital costs. But to do so, DWSD has had to gloss over or simply ignore these large future expenditures. If these unaccounted for capital costs were to be calculated and added to the 30 year Flint and GCDC cost of water estimates, the DWSD offer becomes one in which the savings swing far to the advantage of the Karegnondi Water Authority.

Sincerely,

A handwritten signature in black ink, appearing to read "Edward J. Kurtz", written in a cursive style.

Edward J. Kurtz



KWA vs. DWSD Facts & Figures

- The Karegnondi Water Authority (KWA) is regional water authority that would provide raw water to Flint and Genesee County via a direct pipeline.
- This offer has more risk involved than previous proposals. KWA would be responsible for between 20% and 100% of the repair costs on the pipeline and related assets from Port Huron
- The numbers in the offer do not make sense. DWSD indicates savings of over \$900 million while KWA's total cost over 30 years is less than \$650 million.
- Offer is based on very little capital improvements, no repairs and a 4.7% annual increase over the life of the contract.
- There are no rate guarantees after the first year for capital, O & M or consumption.
- KWA would be responsible for redundancy at a cost of \$94.68 million per DWSD's estimate.
- Does not guarantee a rate structure if system regionalizes or DWSD regionalizes, or Detroit enters bankruptcy.
- Flint and Genesee County could have a connected waste/water system that serves all or part of five counties.
- The potential for further consolidation of services between the city and the county i.e...water, wastewater, 911, etc,
- This partnership will give Flint ownership of the city's own water supply system with real representation on its board of directors, making all treatment and delivery system decisions.
- Flint's participation allows the city to utilize its own water treatment facility that it has invested \$50 million into and only currently exercises four weeks per year.
- The investment gives Flint and Genesee County a new pipeline with a life expectancy of 75 years, as well as a 2nd product, untreated water. Under DWSD we would have no ownership after the end of the contract, and a new pipeline would still need to be built.



EM Press Briefing For Week of 5/01/2013



- A 30 year contract with DWSD keeps Flint and Genesee County on a system that is 48 years old with a design life of 75 years. There will be necessary major investments or replacement costs that are not accounted for in this DWSD proposal.
- KWA guarantees its capitol rate for 25 years. The capitol rate is 90 % of the total costs.
- The commodity charge of \$1.30 per MCF is mainly driven by energy costs. The whole operation will employ 5-7 people.
- A thirty year contract with DWSD will lock Flint into hundreds of employees, labor costs and legacy costs.
- The combination of low financing, labor and material make this the optimal time for this investment. At our meeting with the governor on April 19th Detroit acknowledged a second pipeline had to be built.
- KWA could be used as a backup emergency supply for the existing 48 year old pipeline.
- It brings a total economic package to our community i.e. We have the I-69 corridor, I-75 interchange, the rail system connected to Port Huron, and one of the busiest airports in the state. Owning our own water supply completes that package and keeps \$25 million in our community.
- Mr. Fausone's continued insistence on a 12 month timeline to calculate the termination fees leaves a question mark on the costs.



Construction Costs

- **Rowe/AECOM/J & H** **\$272,000,000**
- **TYJT** **\$357,000,000**

Include: 10% bond coverage (dispeled)

30% additional engineering (dispeled)

Back-up power (dispeled)

- **DWSD Starts at: \$357,000,000 and adds:**

\$134,360,000 for bond sizing

\$11,074,500 for bond sale cost

For a total of \$503,274,500

Plus need to collect \$6,984,000 per year extra for bond coverage 20%)

Now KWA needs:

20% bond coverage

30% additional engineering

38% bond sizing

The KWA dispeled TYJT's numbers; now DWSD starts with those numbers and adds more. They add the same costs to Flint and GCDC construction costs (baseline figures and assumptions – KWA).

Baseline Figures and Assumptions - KWA Scenario

DWSO Water Rate Structure		
Fixed	Standby	Commodity

2014 738,006 #N/A 13.01 Service ceases after 2016

Total Water Service Costs for Flint / Genesee County Drain Commission
Costs of Current Facilities / Operations

Same as DWSO scenario

Costs of Future Facilities / Operations

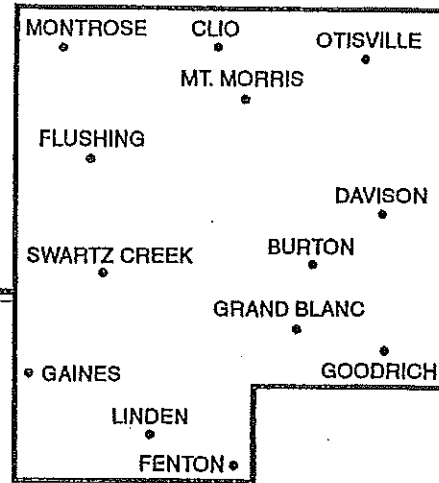
	Flint WTP Improvements	GCDC WTP and Other	KWA System (a)
<u>Financing Costs for New Projects</u>			
Project Cost	7,100,000	110,038,554	357,578,060
Bond Sizing Factor	37.65%	37.65%	37.65%
Additional Bond Proceeds Needed	2,670,000	41,430,000	134,630,000
Bond Sale Size	9,800,000	151,500,000	492,200,000
Bond Issuance Expenses - %	2.25%	2.25%	2.25%
Bond Issuance Expenses	220,500	3,408,800	11,074,500
Finance Rate	5.00%	5.00%	5.00%
Finance Term	25	25	25
Bond Reserve Size - %	10.00%	10.00%	10.00%
Bond Reserve Size	980,000	15,150,000	49,220,000
Capitalized Interest term - years	3	3	3
Capitalized Interest	1,470,000	22,725,000	73,830,000
Net Bond Proceeds	7,129,500	110,216,200	358,075,500
Annual Debt Service Payment	695,300	10,749,300	34,922,800
Debt Service Coverage Requirement	120.00%	120.00%	120.00%
Annual Debt Service Coverage	139,100	2,149,900	6,984,600
Replacement?	144,900	2,251,600	(b)
Total Capital Financing Revenue Req't	979,300	15,150,800	41,907,400
Operating Cost Estimate Starting in FY 2017	8,270,000	1,819,900	(c)

(a) excludes raw water reservoir

(b) assume no annual replacement required for pipeline

(c) \$1.30 per Mcf inflated to 2017

GENESEE COUNTY
**Small Cities & Villages
Association**



WEDNESDAY, June 5, 2013

Gathering Time: 6:30 p.m.

Dinner Time: 7:00 p.m.

Meeting Time: 7:00 p.m.

Hosted by: City of Swartz Creek

Location: JT's Country Kitchen
8012 Miller Road, Swartz Creek 48473

- AGENDA-

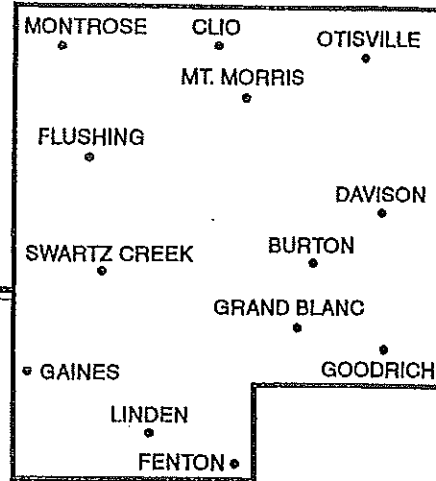
1. Call to Order/Introductions
2. Approval of May 1, 2013 minutes
3. Treasurer's Report
4. Unfinished Business
5. New Business
6. Program: State Senator Jim Ananich
7. Community Updates
8. Adjournment

Please **RSVP** to the City of Swartz Creek (810) 635-4464 with your meal choice by Thursday, May 30th

Food Choices Are: Fish & Chips
Chicken Strips
Roast Beef Dinner
Smothered Chicken Dinner

No meeting in July – Picnic August 7, 2013 City of Clio

GENESEE COUNTY
**Small Cities & Villages
 Association**



Minutes of Wednesday, May 1, 2013
 Hosted by the Village of Otter Lake
 Held at St. John's Episcopal Church

Municipalities Present: Clio, Davison, Fenton, Otisville, Otter Lake, Swartz Creek

Municipalities Absent: Burton, Flushing, Gaines, Goodrich, Grand Blanc, Linden, Montrose, Mt. Morris

<p>Present: Richard & Boots Abrams, Swartz Creek Tom Bess, Otisville Carl Hammond, Life Member Bonnie Bare, Clio Ray & Linda Benson, Otter Lake David & Alana Dorr, Otter Lake Marcia & Harvey Aikin, Otter Lake John O'Brien, Genesee County Water & Waste</p>	<p>Tracy Myers, Clio Ben Smith, Fenton Mike & Sharon Shumaker, Swartz Creek Gary Peppin, Davison David Krueger, Swartz Creek Bob Slattery, Life Member Terry Gill, Otter Lake</p>
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1. **Call to Order**
 The meeting was called to order by Chairman Bob Smith at 6:58p.m. Introductions were made.
2. **Approval of Minutes**
Motion by Tom Bess to approve the minutes from the April 3, 2013 meeting hosted by the Village of Otisville, second by Gary Peppin.
 All yeas
Motion carried
3. **Treasurer's Report**
 Treasurer Carl Hammond presented a report for month ending April 2013. The beginning balance was \$2,625.98, with disbursements of \$50.00, revenues of \$100.00 leaving a balance of \$2,675.98.
4. **Unfinished Business- none**
5. **New Business - none**
6. **Program**
 John O'Brien, Director, Genesee County Drain Commission Division of Water and Waste Services

John O'Brien gave an overview of the Division of Water & Waste Services. They are going to do a five year rate study and will be getting input from communities; described how much water goes through their facility; and discussed the state of the water system.

John also confirmed the City of Flint rejected the final offer submitted by DWSD and are moving forward as a partner with KWA (Karegnondi Water Authority). The KWA is a regional water authority that will provide raw water to Flint and Genesee County via a direct pipeline. The Governor, Treasury, DEQ and Department of Agriculture have signed off; construction is expected to begin in late May or early June. This will take approximately 2 ½ years to complete. The pipeline will pump water from Port Huron to Lapeer. John answered many questions from the members.

7. Community Updates

- ❖ **Clio**– Bob mentioned they have received a 50/50 matching grant for road work through the DNR; amphitheater concerts start in July, schedules were handed out; 4th of July will be on July 2 with events and fireworks in the park. Bonnie mentioned they will be reviewing a revised site plan submitted by the church; Firemen's Homecoming parade is in June; new playground equipment to be installed in the park; applied for grant to update restrooms in the park to be ADA compliant.
- ❖ **Fenton** – Ben mentioned the Southern Lakes Park & Recreation will be having "Touch a Truck" on June 8 with fire trucks, DPW trucks, etc.; trying to put together a fishing derby; building plans submitted for Pizza Hut; Burger King will be redoing the exterior of their building; road project starting soon on Fenton Road; Fenton community garden is set to begin.
- ❖ **Otisville** – Tom mentioned they are working on their budget; departments were asked to cut 10%; annual rummage sale from Clarkston to Bay City along M-15 will be on Saturday, May 4.
- ❖ **Davison** – Gary mentioned the Main Street road project will kick off this month; canopies downtown are down now; received grant money for new water main on Main Street; Festival of Flags on July 4.
- ❖ **Otter Lake** – David mentioned the campground is open; local resident has apartments/condos for handicapped residents, putting in a handicapped boat/fishing dock for them; will be having 4th of July festival in the park with fireworks.
- ❖ **Swartz Creek** – David mentioned Meijer will open in two weeks; Home Town Days will be May 31-June2; will be meeting with Fire Authority for long term planning and budgeting; working on budget; site plan submitted for Taco Bell; Veterans Memorial will have service dog statue.
- ❖ **Bob Slattery** – mentioned he placed a question on the listserv asking if anyone has an ordinance on discharging sump pumps into the street; City of East Pointe has implemented a program where residents pay \$4 per month for the City to insure their sewer and water leads to the road. While not a revenue producer it is a very popular service to the residents.

8. Adjournment

Chairman Smith adjourned the meeting at 8:32pm