

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Monday January 13, 2014 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 December 9, 2013 MOTION Pg. 14
5. **APPROVE AGENDA**
  - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
  - 6A. [City Manager's Report](#) (Agenda Item) MOTION Pg. 2
  - 6B. Hydro Designs Three Year Contract RESO. Pg. 25
  - 6C. CDBG Signature Cards RESO. Pg. 44
  - 6D. MML Dues RESO. Pg. 46
  - 6E. Pictometry Intergovernmental Agreement RESO. Pg. 49
  - 6F. Water Main Design Service Proposal RESO. Pg. 54
  - 6G. Fire Department Budget Adjustments RESO. Pg. 56
  - 6H. FANG Update REPORT Pg. 57
  - 6I. TAC Packet REPORT Pg. 59
  - 6J. DPW Monthly Report REPORT Pg. 76
  - 6K. December Check Run REPORT Pg. 81
7. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
  - 8A. Hydro Designs Three Year Contract RESO. Pg. 9
  - 8B. CDBG Signature Cards RESO. Pg. 10
  - 8C. MML Dues RESO. Pg. 11
  - 8D. Pictometry Intergovernmental Agreement RESO. Pg. 11
  - 8E. Water Main Design Services RESO. Pg. 12
  - 8F. Bank Authorized Signatures RESO. Pg. 12
  - 8G. Fire Department Budget Adjustments RESO. Pg. 13
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION

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

**Regular Council Meeting of Monday January 13, 2014 7:00 P.M.**

**TO:** *Honorable Mayor, Mayor Pro-Tem & Council Members*  
**FROM:** Adam Zettel // City Manager  
**DATE:** January 6, 2014

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

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

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

Cost estimates 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 (Estimated to be \$10,000)

The bridge is complete, along with the decorative lighting. We continue to hold back proportioned payments related to the masonry sides until all matters are resolved, however, the contractor is believes everything looks acceptable and they desire to be paid in full. I have a problem with this as we may have unknown future costs. We'll continue to work with the state to determine what, if any, costs are to be paid for this work item. On a different note, the City has begun the installation of the light poles. They've been installed, but as of writing, not powered up yet. Watch for them. I wasn't too sure on these, but know think they might be a great addition to this project.

- ✓ **2013-2014 FY BUDGET, LONG-TERM PUBLIC SAFETY FUNDING** *(Status)*

The special assessment district has been approved and will be implemented for the fiscal year beginning on July 1, 2014. Staff will be incorporating these revenues in the preparation of the FY 2015 budget draft. Until this is done, a complete picture of the general fund and overall services levels will not be possible. As you are aware, much of the SAD will go to offset a general fund deficit.

We intend to have two full time police officer positions filled at or around the beginning of the fiscal year. Staff will also be analyzing options to fill the finance director position. This could include a full time position, a contracted service, a part time position, a realignment of existing staff duties, or any combination of such options.

Lastly, we will be incorporating the projected contract terms for building services, potential code enforcement services, and a possible fourth position at the department of public works. If time permits, we may have a proposal for rental registration and inspection as well (likely on a contracted basis). Note that these are just ideas. We are assuming nothing, and any changes to the budget that reflect such concepts will all be subject to review and approval by the city council.

✓ **MI-DEQ SCRAP TIRE GRANT PROJECT #1, PARKING LOTS (Status)**

We've received a notice of award for \$136,904 from the MI-DEQ Scrap Tire Grant Program. The estimated total project costs are \$322,000 of which the City's match would be \$182,000 (includes design and construction engineering which is ineligible for grant funds). As we've discussed, the program is a 50% construction cost grant for public paving improvements that use recycled scrap tires in the asphalt process. We applied for a couple of our parking lots, being Public Safety Building and the north alley lot behind Hank & Don's. We'll look to bid this in deep winter with work scheduled most likely in the summer as it will have the least impact on neighborhood businesses.

I am not sure where the city match for this will come from, unless the city council choose to spend down fund balance for this. Tom and I may be looking at alternates to reduce the scope by some degree.

✓ **MI-DEQ SCRAP TIRE GRANT PROJECT #2, WINCHESTER STREETS (Status)**

The city took the liberty of filing an initial MI-DEQ Scrap Tire Grant application (just for funsies), for a \$500,000 grant for Winchester Village Streets restorations. The cost did not include any reconstruction; they were primarily mill, resurface, light patching and no drainage improvements. The fix is charted at five years or so, but should go at least double that before significant wear is realized. The estimated Project costs are:

Construction	\$2,006,000
Design Engineering	Unknown
Construction Engineering	Unknown
(MI-DEQ Grant Funding)	(\$500,000)
City Match	\$1,506,000

After reviewing this fix with the city engineer and Mr. Svrcek, we decided to drop this application. The timelines for completion were tight, and the solution was only temporary. We feel a larger public engagement process is needed to give residents alternates for the street restoration. We ultimately felt that proceeding with this process would compromise such discussions.

✓ **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)**

WWS advises that now that we have cleared the sanitary sewer concerns as it relates to the main that crosses the creek at the bridge, they'll begin preparing agreements for transfer of the main to the County. As soon as I get a draft of the agreement, I'll set the matter up for discussion on the terms.

**KWA (Status)**

Included previously on CD are a number of pictures of the setting of the KWA Bore machinery in Port Huron. As a note, remember we enacted a pass-along increase beginning after the first of the year for the first phase of the debt retirement for the KWA.

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

I expect to make some changes here. There is not an existing set of policies outside of the police department and union contracts. I may enact a very skeleton set of policies,

and begin the process of adding to it. I may also have a couple separate policies enabled in the near future based on need, such as a technology use policy or other flex/compensation time policies.

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

I may recommend that we turn this one on its head. I have a couple community development ideas for the property that the planning commission and city council should consider. I will revisit the demolition potential with Mr. Svrcek soon since the building's days are certainly numbered.

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

The POLC, AFSCME, Supervisor, Assessor and Part-Time Police Officers have been settled. The remaining loose ends are a building inspector's agreement with Mundy Township. Mundy Township has officially offered its commitments to perform building services for the City and/or Flint Township. We'll run inspections on a case by case basis until we can get an agreement in place, approximately a month or so. I am meeting with the Mundy team to establish operating procedures and expectations this month.

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

Pending

✓ **SPRINGBROOK EAST & HERITAGE S.A.D. – VACANT LOTS (Status)**

Following are issues pending for the three Associations:

SPRINGBROOK COLONY	SPRINGBROOK EAST	HERITAGE VILLAGE
<i>Transfer Water, Sanitary Sewer, Storm Sewer to City.</i>	<i>Seek Solution for 12 Vacant Lots Owned by City.</i>	<i>Transfer Water, Sanitary Sewer, Storm Sewer, Streets to City. Seek Solution for 5 Vacant Lots Owned by City.</i>

We have another above issue for Council review and approval. The Springbrook Colony Utility Agreement. I have yet to speak with the association president or their council. I will attempt to expedite this, but am behind on the learning curve. My understanding is that the agreement was nearly complete, save one section.

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

Regarding the Meijer Community Donation, we are still looking at several options for consideration, one of which is a sidewalk segment that would accompany the parking lot tire grant work we are looking to do. The costs for this may be a burden. I will be looking at options with Mr. Svrcek and bouncing those off the council and Meijer.

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

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

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

The Swartz Creek Art Guild, represented by Mr. Chuck Jackson, has requested to reserve all of Elms Park on Saturday September 13<sup>th</sup> and Sunday September 14<sup>th</sup> 2014, to hold a fundraiser arts & crafts show for the guild. The matter is under review

by the Park Board and the staff. A recommendation will be back before the Council in the near future.

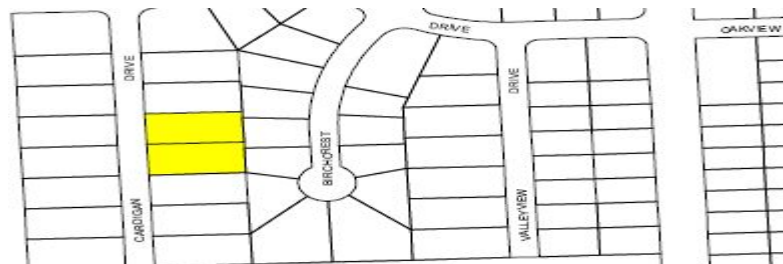
✓ **MDOT CALL FOR SAFETY PROJECTS (Status)**

We've re-submitted the Morrish – Fortino Intersection reconstruction for consideration. Chances are slim the project will qualify as it lacks accident data statistics. The application is pending MDOT review. I'll keep the Council posted on results.

✓ **WINCHESTER WOODS LOTS, REQUEST TO PURCHASE (Status)**

We've received a request from a homeowner on Birchcrest south of Oakview to purchase two lots the City owns on Cardigan Drive. We acquired the lots from the County Treasurer's office via tax foreclosure. They border the rear lot line of the homeowner's property and they desire to purchase them for the sole purpose of expanding their yard.

As the Council may remember, all of these vacant lots in Winchester Woods were declared by the City as unbuildable back in the middle 2000's. The purpose was that builders were picking the lots off one at a time and making the drainage and utilities work property to property, thus transferring and expanding the problems. The ban on building was until such a time as the overall drainage, streets and utilities were addressed for the entire plat.



We have a loss total of about \$300 into the acquisition of these two lots, being the unit operating and garbage, about \$30 per year each, for three years.

I want to take a harder look at the development of this area. Previously, the city considered an assessment that would provide drainage, curbs, gutters, road construction, street lights and sidewalks. The price per lot was absurd. I think the goal should be to make these lots buildable for quality homes. The city could probably achieve this with less intensive ditching and surfacing of the roads, sans the underground drainage system, lights, curbs, and sidewalks. This would drastically reduce the scope of the project.

A sale of lots to an adjacent property owner could compromise the success of any special assessment for improvements and the ability to use this lots for single family homes.

✓ **ANNUAL TAX FORECLOSED REVERTED PROPERTY (Status)**

I am not sure what the result of this was.

## NEW BUSINESS / PROJECTED ISSUES & PROJECTS

- ✓ **HYDRO DESIGNS THREE YEAR CONTRACT** (*Resolution*)  
As the Council is aware, we have to maintain a Cross Connection Control Program in order to meet MI-DEQ requirements. We out-source this to a company called Hydro-Design. The work involves commercial and industrial compliancy with back flow prevention into the public water system. The program is on-going and requires testing and inspection. The company has done a fantastic job and has offered to reduce the cost by \$15 per month in exchange for a 36 month agreement. The cost will be \$3,420 per year, \$10,260 for 36 months. A resolution is included with tonight's agenda.
- ✓ **CDBG SIGNATURE CARDS** (*Resolution*)  
The community development block grant program that the city participates in is operated by the Genesee County Metropolitan Planning Commission. This program allocates about \$30,000 to the city on a three year basis for community development projects. We have used it for streetscapes in downtown and on Elms Road, as well as funding for the senior center. As a part of doing business, they require updated signature cards for the disbursement of funds. A resolution is included to this end.
- ✓ **MML Dues** (*Resolution*)  
Included with tonight's agenda is the annual renewal for the City's membership in the Michigan Municipal League. The price for 2014 is \$2,978. This fluctuates a little each year but is within \$150 of the rates for the past two years. I have a resolution for payment included with tonight's program.
- ✓ **PICTOMETRY** (*Resolution*)  
The city has been cooperating with Genesee County and affiliate municipalities with the Pictometry program for nearly a decade. This program provides aerial imagery services for the city and includes the proprietary software, updates, support, and installation. The county is proposing a six year contract that will cost the city about \$500 and include two sets of images (2014 and 2017). Staff uses these images daily for assessing, building, planning, and general illustrative purposes. It is well worth it. The council tentatively agreed with participating in August, conditioned upon the final cost determination and agreement. Both are attached, and I see no issues. A resolution to approve this is attached. The county will accept a delayed initial payment since the due date for the first installment is on January 17, 2014.
- ✓ **DESIGN ENGINEERING FOR DOWNTOWN ALLEY WATER MAIN** (*Resolution*)  
The city is moving forward with the preparation of bid specifications for the public safety parking lot, Civic Drive, and the alley/parking behind the businesses on Miller Road. The improvements to the alley would include the complete reconstruction of the concrete drive, landscaping, and resurfacing of the parking area. All surfacing would include the grant supported asphalt. Discussions with Mr. Svrcek and Mr. Fluery indicate that there is a water main underneath the alley that terminates where a hydrant is visible on the west end of Fortino's parking area (easements are secured). Staff recommends that this water main be replaced concurrently with the resurfacing since the expected life of the existing water main is less than the expected life of the proposed improvements. The estimated cost of the improvements is \$80,000.



However, the project must be engineered at additional cost. Lou has prepared a proposal to do this. The total for all design and construction engineering services is estimated at \$23,158. At this time, staff is requesting a budget allocation and procurement approval in the amount of \$10,258 for design services. Time is of the essence because the project must start promptly in early July. A resolution is included.

✓ **BANK SIGNATURE AUTHORIZATION** (*Resolution*)

The city maintains checking accounts with Chase Bank. As circumstances require it, the city has designated authorized agents to sign for account transactions and changes. Previously, the city manager was able to do this without question. Recently, Chase has requested confirmation that the changes are valid. This may be because both Paul and Mary Jo were proposed to be replaced as agents at the same time. Obviously, we need to make these changes and add myself and one other to the accounts. I have included a resolution that will validate the ability of the city manager (whoever that may be) to make such adjustments.

✓ **FIRE DEPARTMENT BUDGET ADJUSTMENTS** (*Resolution*)

The Swartz Creek Area Fire Department board approved some budget changes at their last meeting. The adjustments do not equate to an overall increase in expenditures. The changes are simply reflecting line item transfers within the department. This is not a change that is traditionally approved by a legislative body, but the agreement that is in force requires approval if the changes are 10% or greater of the line item expense as budgeted. I have attached the summary of changes proposed, but I do not know much about it other than what is evident. The transfers balance and the state expenses seem reasonable. Mr. Hurt may know more about this if the council has questions. Otherwise, I do not see any red flags and did not desire to obstruct the actions of the board by delaying this unnecessarily. A resolution to approve the changes is included.

✓ **WINSHALL PARK PAVILION** (*Update*)

A tree attempted to squish the #2 pavilion at Winshall Park on December 21, 3013. This is the pavilion by the restrooms. It was largely successful. We thought about pressing charges, but Rick didn't think they would stick so we plan on cutting one of its limbs off as a deterrent to future attacks (hopefully the other trees will take notice). We have notified Meadowbrook and filed an initial claim. I expect the total exposure will be the city's \$500 deductible to repair/replace the structure as appropriate. The costs to pay to clear the fallen limb are covered as well. I will keep the council posted. The goal will be to have this ready for summer use. Counselling services have been offered to the other pavilions by Mr. Svrcek. He takes these matters seriously.

✓ **SOCIAL MEDIA** (*Update*)

If there are no objections, I intend to create a facebook page for the City of Swartz Creek. Many cities utilize some form of social media to inform the public and promote events. I operated the page for the City of Owosso without incident for two years and found it to be a valuable tool to disseminate public safety messages. Chief Clolinger has expressed interest in having a strong police presence as well using this page. I used my personal facebook page to inform 'friends' about the road conditions, waste service delays, and city hall closure during our recent snow event, and this was well received.

The page can be set to operate with limited permissions on who can post messages (limited staff). It will also have the proper disclaimers, community description, and operating rules. I intend to set this up immediately and begin inviting the public to follow our notices.

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

- *Additional Lighting, Miller – Fairchild Intersection.* We are back trying to get a review by Consumers Energy.
- *Parkridge Parkway “No Parking Signs”.* They are missing in the back phase near Hickory Lane. We are working to replace them, but it will likely be when the ground thaws.
- *Miller & CNA Rail Crossing.* Encroachment on city parcel from area business. This has been cleared up. (Final update)
- *Bristol – Morrish Intersection Safety.* Concerns expressed for clear vision. There is not anything we can do about this hill till the site develops. (Final update).



**City of Swartz Creek**  
**RESOLUTIONS**  
**Regular Council Meeting, Monday January 13, 2014 7:00 P.M.**

**Resolution No. 140113-4A                    MINUTES – DECEMBER 9, 2013**

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

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday December 9, 2013, to be circulated and placed on file.

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

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

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

**Resolution No. 140113-5A                    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 January 13, 2014, to be circulated and placed on file.

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

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

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

**Resolution No. 140113-6A                    CITY MANAGER’S REPORT**

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

**I Move** the Swartz Creek City Council approve the City Manager’s Report of January 13, 2014, to be circulated and placed on file.

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

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

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

**Resolution No. 140113-8A                    HYDRO DESIGNS THREE YEAR CONTRACT**

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

**WHEREAS**, to remain compliant to the Safe Drinking Water Act of 1976, PA 339, the City of Swartz Creek instituted a Cross Connection Control and Compliancy Program, solicited and awarded sealed bids to Hydro-Designs Inc. of Troy Michigan, to implement the program, and;

**WHEREAS**, Hydro-Designs have brought the City into full compliancy with the Act and MI-DNRE Regulations, and;

**WHEREAS**, it is mandatory for the City to continue the program in order to remain compliant with the Act and MI-DNRE Regulations, and;

**WHEREAS**, the work performed by Hydro-Designs is specialized and cannot be done by regularly employed crews of the City, and;

**WHEREAS**, it is efficient and desirable for the City to remain with a single company to maintain compliancy and continued continuity of the established records currently maintained by Hydro-Designs, and further, Hydro-Designs has offered a three year agreement for \$285 per month, a savings of \$15 per month.

**NOW THEREFORE, I Move** the City of Swartz Creek appropriate an amount not to exceed \$285 per month for 36 months, total accrued amount not to exceed \$10,260, payment for continuation of the City's Cross Connection Compliancy and Control Program, to Hydro-Designs Inc. of Troy Michigan, contract period to run from January 1, 2014 through December 31, 2016, funds to be appropriated from 590, Water Supply.

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

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

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

**Resolution No. 140113-8B**

**CDBG SIGNATURE CARDS**

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

**WHEREAS**, the City of Swartz Creek participates in the Genesee County Community Development Program; and

**WHEREAS**, the Genesee County Community Development Program has requested that we update our authorized signature cards.

**NOW, THEREFORE, BE IT RESOLVED** that the following individuals be authorized to request reimbursement from the Community Development Block Grant Program:

1. Juanita Aguilar, City Clerk
2. Adam Zettel, City Manager
3. Deana Korth, City Treasurer
4. Thomas Svrcek, City Director of Public Services

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

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

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

**Resolution No. 140113-8C      MML DUES**

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

**I Move** the City of Swartz Creek approve the continued participation in the Michigan Municipal League, and further, appropriate an amount not to exceed \$2,978 for payment thereof, funds to be allocated at the discretion of the city clerk.

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

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

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

**Resolution No. 140113-8D      PICTOMETRY CONTRACT**

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

**WHEREAS**, the City has participated in the County’s Pictometry – Orthoimagery Program since its inception in 2005; and

**WHEREAS**, the approximate average yearly cost to the City since the program initiation has been approximately \$400; and

**WHEREAS**, the City finds the program very useful in assessing, site plan review and evaluation, traffic design, engineering and management as well as law enforcement; and

**WHEREAS**, the County had suspended the 2011 scheduled update due to a downturn in the economy and now desires to resume updates and negotiate a six year agreement with the vendor; and

**WHEREAS**, the Swartz Creek city council committed to participating and funding this project, with an estimated participating cost being \$3,020 which includes six years of software support with two photograph updates, on August 26, 2013; and

**WHEREAS**, the commitment was conditioned upon submission of an agreement to perform such services and the county has supplied an acceptable agreement.

**NOW, THEREFORE, I Move** the City of Swartz Creek hereby commit to participation in the Genesee County G.I.S. Pictometry – Orthoimagery Program, for the 2014-2020 cycle, total cost of \$3,018.20, and further direct the staff to execute the agreement as attached..

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

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

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

**Resolution No. 140113-8E**

**WATER MAIN DESIGN SERVICES**

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

**WHEREAS**, the city has been awarded a grant to partially fund specific improvements in the city, including a public alley north of Miller Road and west of Morrish Road, commonly referred to as the Hank and Don’s parking lot; and

**WHEREAS**, the improvements will include reconstruction of a commercial grade driving surface over the top of an existing water main that is nearly the end of its useful life; and

**WHEREAS**, prudent asset management practices encourage the replacement of such underground features during surface disturbances; and

**WHEREAS**, preliminary engineering, permitting approvals, and bid specifications are required for the water main feature; and

**WHEREAS**, the project must be commenced by early July 2014, making time of the essence; and

**WHEREAS**, the city’s engineering has completed a proposal to provide such engineering and permitting services.

**NOW, THEREFORE, I Move** the City of Swartz Creek hereby approves professional services in the amount of \$10,258 for the purpose of designing and permitting the water main project for the public alley as described, and hereby amends the fiscal year 2014 city budget to allocate such amount to the 590 fund.

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

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

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

**Resolution No. 140113-8F**

**CHASE BANK AUTHORIZED AGENTS**

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

**WHEREAS**, the City of Swartz Creek participates utilizes Chase Bank for banking and checking services on its accounts; and

**WHEREAS**, changes need to be made periodically to account signers and system administrators due to changes in staff or the duties of staff.

**NOW, THEREFORE, BE IT RESOLVED** that city manager is authorized to make such adjustments on behalf of the city, and that the staff shall file a copy of such requests in

the office of the clerk and make it available to the city auditors to ensure proper and transparent financial processes.

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

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

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

**Resolution No. 140113-8G      FIRE DEPARTMENT BUDGET ADJUSTMENTS**

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

**WHEREAS**, the city operates a joint fire authority with Clayton Township and such authority has a board that functions in accordance with the terms and conditions set the interlocal agreement as approved pursuant to the Urban Cooperation Act of 1967, MCL 124.501 et al; and

**WHEREAS**, the board has made adjustments to the fire department budget that exceed 10% of line item allocations; and

**WHEREAS**, such changes are required to be approved by the respective legislative bodies under the new agreement..

**NOW, THEREFORE, I Move** the City of Swartz Creek hereby approves intra-fund transfers in the total amount of \$5,055.06 as attached for the fiscal year 2014 fire budget.

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

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

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

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE COUNCIL MEETING  
DATE 12/09/2013**

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, Porath, Shumaker.

Councilmembers Absent: None

Staff Present: Police Chief Rick Clolinger, Tom Svrcek Director of Public Service, City Clerk Juanita Aguilar, City Attorney Mike Gildner, City Treasurer Deanna Korth.

Others Present: Boots Abrams, Tommy Butler, Jim Florence, Ron Schultz, Sharon Shumaker, Sandy Raffaelli, Jim O'Brien, Sandra Dively, Donald Wyatt, George Trundle, Steve Shumaker, Joel McRee, Pat Clawson, Brenda Bennett, Charles Campbell, Diane Campbell, Mary Packer, Jim Packer, Marjorie Markon, Ron Frye, Earlynn Frye, Bob Plumb, Dave Caudle, Edward Beard, Chris DeMorone, Don Adams, Jamie Adams, Kolby Adams, Roberta Diaz Cobb, Teresa Spence, Brenda McLaughlin, Jentery Farmer.

**APPROVAL OF MINUTES**

**Resolution No. 130912-01**

**(Carried)**

Motion Councilmember Porath  
Second by Councilmember Shumaker

**I Move** the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting, held Monday, December 2, 2013 to be circulated and placed on file.

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

**Resolution No. 130912-02**

**(Carried)**

Motion Councilmember Abrams  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council hereby approve the Minutes of the Special Council Meeting, held Tuesday, December 3, 2013 to be circulated and placed on file.

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

**APPROVAL OF AGENDA**

**Resolution No. 130912-03**

**(Carried)**

Motion by Councilmember Shumaker  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the Agenda as presented, for the Regular Council Meeting of December 9, 2013, to be circulated and placed on file.

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

**REPORTS AND COMMUNICATIONS:**

**City Manager's Report**

**Resolution No. 130912-04**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the City Manager's Report of December 9, 2013, to be circulated and placed on file.

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

Discussion Ensued.

**MEETING OPENED TO THE PUBLIC**

Roberta Diaz Cobb, 5379 Seymour Road, asked the council if they could vote by hand who is a member of the Methodist Church. She feels that we should use a cheaper, smaller place to vote.



George Trundle, 6292 Augusta Street, responded to comment made earlier from resident that he is an election worker, and people have been lined up to get into vote in the past. He feels the City has made the right decision to use the Methodist Church as the voting poll place.

## **COUNCIL BUSINESS**

### **GENERAL MOTORS RENOVATION PROJECT, 6060 WEST BRISTOL ROAD, TAX ID NO: 58-32-300-007; 58-32-400-008; 58-32-300-002**

**Resolution No. 130912-05**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek accept the recommendation of the Planning Commission and hereby approve the site plan for a parking and a new building façade for 6060 W. Bristol Road as illustrated in plans dated October 15, 2013, conditioned upon the following:

1. Shielding of the wall pack lighting in accordance with city ordinance

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

### **LONG-TERM PUBLIC SAFETY FUNDING, OPTIONS**

**(Presentation)**

Police Chief Rick Clolinger made a presentation about the funding options for Long Term Public Safety.

Discussion Ensued.

#### **Public Hearing Open:**

Joel McRee, 5063 Brady Street, third time to ask the council to put this to a vote to the people. He does understand that given the deficit and potential failure of a ballot request it puts you in quite a hole. I don't blame you if you decided to go with SAD simply because if it does fail, if you do have to do a ballot request, you go to your next year all of a sudden every penny that you are getting from the ballot request should have passed. You've got two years all of a sudden that is eaten alive and you gained nothing. That puts the police department, fire department, public safety and every resident in somewhat of a quandary and it puts you in a quandary. I as a resident am totally in favor of a millage, I believe if we don't do this millage it's going to cost us. I will personally work very hard as a resident to try and get a millage passed.

George Trundle, 6292 Augusta Street, I did some checking on the taxes I paid in 2009 versus the tax I am paying now. If people would check the taxes from 2009 what they paid

and what they are paying now, the average homeowner should be saving around \$2,000 total in your pocket. I don't think \$200-\$250 would hurt anybody with this SAD. If you do the ballot and you have at least 10% of voters you can see what is going to happen. They will say no on it.

Roberta Diaz-Cobb, 5379 Seymour Road, asked for the charts to be put back on the screen. Ms. Diaz-Cobb asked how Swartz Creek compares to other communities. Ms. Diaz-Cobb stated that the City is comparing apples with oranges, stating that the other cities in the comparison have much larger populations. Ms. Diaz-Cobb stated that she just doesn't see the need and out of respect to the people in the City, they have a right to vote on it. Ms. Diaz-Cobb asked how much Adam Zettel's pay was going to be.

Jentery Farmer, 6287 St. Charles Pass, asked the Council to please do the SAD. Mr. Farmer stated that we live in a government where the residents elect the officials who can know everything they know about the issues and pay attention to these subjects. Mr. Farmer stated that the residents elected the City Council to have their say and asked for the SAD to be put through. Mr. Farmer stated that millages have been proposed multiple times in the past and have not gone through and seen the light of day. Mr. Farmer stated that putting this item through for a millage and putting it on a ballot would be a death sentence for it. Mr. Farmer asked if the one detective was spending his time on patrol. Mr. Clolinger stated that he is used as needed for patrol but that he mainly works on being a detective the two days a week that he is there. Mr. Farmer stated that he feels that the officers are needed. Mayor Krueger stated that the council has 20-25 times the information that was presented to the public, and that they have been pouring over it.

Jim Packer, 7216 Miller Road, stated that he and his wife have been discussing the issue among themselves and that their feeling is that the proposed millage is definitely needed. The SAD is a way to get the money needed and not have to spend money on a millage election. Mr. Packer recommended that as the Council decides for the SAD that they put some kind of limitation toward it and then reassess later and possibly put it toward a vote of the people. Mr. Packer stated that he is in favor of an SAD for a limited time frame.

Don Adams, 7192 Parkridge, supports the SAD. Mr. Adams stated that everyone is aware of the issues the City has faced in the past with millages placed on the ballot. Mr. Adams stated that the community is only going to be as good as their schools and their public safety. Mr. Adams stated that he thinks the Council has done their due diligence and solicited everyone's input but he doesn't think it is something that will be viewed negatively if implemented through a SAD. Mr. Adams asked everyone to compare the police department to what it was in 1975, being a bigger police department then. Mr. Adams stated that the community is a lot busier now with more going on and the police department has shrunk. Mr. Adams stated that the police department is too small and that before we experience what other communities with part time police departments have experienced, he would urge the Council to use the SAD.

Jim O'Brien, 5221 Worchester Drive, stated that he is in favor of the SAD.

Donald Wyatt, 5326 Durwood Drive, stated that he is in complete favor of the SAD. Mr. Wyatt stated that he voted for four of the council members in the last election and he likes

the way they are doing their job and is in complete support of all of the council members. Mr. Wyatt stated that to put it to a vote would be another \$3,000-\$5,000 which may be spent for nothing, because they may have to come back and go for another one.

Chris DelMorone, 722 Dickinson Street in Flint, stated that he failed to see any crime statistics indicating a significant increase in crime in Swartz Creek. Mr. DelMorone stated that he believes the money raised through a millage or special assessment would save money in the general fund. Mr. DelMorone stated that not all money that is raised in the special assessment would be going towards police, but staying in the general fund. Mr. DelMorone stated that under federal tax law, citizens who itemize their taxes are allowed to deduct the value of the property taxes that they pay and under a special assessment they are not allowed to do that. Councilmember Porath stated that the City Attorney advised that is incorrect.

Jamie Adams, 7192 Parkridge, spoke from a law enforcement perspective. Ms. Adams has worked for the Sheriff's Department for 16 years. Ms. Adams spoke about being an officer on the street. Ms. Adams stated that people don't stop to realize that the quiet safe communities are that way because of the good job that the police do. Ms. Adams stated that she doesn't think people understand the intricate scheduling, vacation days off, potential injuries and so forth, of why so many officers are needed. Ms. Adams stated that the Sheriff's Department and the State Police are there to help and assist and back up and the reality is that those departments are overburdened by the lack of staffing. Ms. Adams stated that she very often works in the area that covers the Swartz Creek community. Ms. Adams said that on day shift she is the one car for the sheriff's department that covers this area. Ms. Adams stated that she is responsible for Fenton, Fenton Twp, Atlas, Gaines, Mundy Twp, Swartz Creek, Flint Twp. and Clayton Twp. So if people think it is not a big deal to eliminate a position here or there, that there are other agencies to back up or support, it doesn't play out that way. For the fellow officers on the street, the minimal amount to maintain is crucial to citizen safety and officer safety. Ms. Adams feels that if it is put to a vote, based on the demographic of Swartz Creek, history has proven that it will likely fail. Ms. Adams stated that if there is no police department, everything residents worked for will be in jeopardy.

Sandy Raffaelli, 8098 Miller Road, stated that she is in favor of the SAD. Ms. Raffaelli stated that the City cannot keep going at the rate it is or it will have an emergency financial manager.

Councilmember Hurt asked for specifics on what the General Fund is used for. City Clerk Juanita Aguilar explained that the General Fund covers all expenses for Public Safety. Ms. Aguilar then explained what is not covered by the General Fund; garbage, water and sewer, motor pool is sustained by the general fund and all special funds. The main Public Safety is maintained totally by the General Fund. Any revenue that comes in is closely looked at and supports public safety. Police takes 40% of the General Fund, Fire takes 7%. What remains in the General Fund covers the parks, elections, staff in house- a certain portion- because each staff member does duties that are covered by other funds. Mr. Hurt explained that everyone needs to understand that "money left over in the General Fund" goes for Police and Fire. We call it General Fund but that doesn't mean it's a slush account. It's money for Public Safety.

Dave Caudle, 4015 Elms, liked the presentation. Mr. Caudle stated that the reality is that we need more money in Swartz Creek, no question about that. The question then becomes, how do we get it? Mr. Caudle asked if there has ever been a City millage. Mayor Pro-Tem Abrams advised there had been two, which were both for streets, and they both failed. Mr. Caudle spoke about different school millages that failed. Mr. Caudle stated that he understands why the Council didn't want to put it to a vote. Mr. Abrams stated that part of the reason it failed was some citizens saw the bulk of the money going to one end of the City and not being equally distributed. However, police and fire are equally distributed throughout the City. Mr. Caudle stated that the City hasn't had a millage in a long time and so the reference to "you know it's going down" is not believable. Mr. Caudle spoke about the Burton millage. Mr. Caudle stated that he is against the Special Assessment and that he wants to vote. Mr. Caudle stated that he doesn't believe the residents put the Council up there to increase their taxes. Special Assessments have a purpose for small things. Mr. Caudle stated that the only thing he has heard about why the SAD is being considered versus voting is that the Council is afraid the residents won't support it. Mr. Abrams stated that his reason is that the Special Assessment process allows the Council to disseminate information to the public, have public hearings and give out documentation. If the Council arbitrarily went out to a ballot question, they cannot expend public monies to promote that ballot question. This is a tool by which they can explain their positions. Mr. Caudle stated that he wants his vote. Mr. Caudle stated that he likes the idea of a one or two year assessment and then put it to a vote, that it is a compromise. Mr. Caudle stated that he will actively campaign for the millage to pass if it is put to a vote.

Theresa Spence, 11401 Miller, owns a business in Swartz Creek. Ms. Spence stated that she was very distraught to hear that out of four restaurants in Swartz Creek, some people didn't think there was a decent restaurant in the City. Ms. Spence brought a gift certificate for the resident who made the statement.

Pat Clawson, 5014 Ford Street, stated that the Special Assessment taxes are not deductible, according to the IRS. Mr. Clawson stated that it's insulting that the Council is considering a SAD without the input of the people at the polls. Mr. Clawson stated that he likes and supports the police department and that if it goes to a vote he will probably end up voting in favor of it. Mr. Clawson stated that he wants the choice. Mr. Clawson stated that the City needs to start thinking about whether or not we can afford to have our own police department. Mr. Clawson stated that a County Wide police department is necessary.

Connie Karhoff, 7434 Crosscreek, stated that she would like the Council to understand that the same financial struggles the City is encountering is happening to the residents as well. Ms. Karhoff asked if the City has cut things to the bare minimum as the residents have had to do. Mayor Krueger stated that tremendous cuts have been made all across the board. Mr. Krueger stated that 35% of the city income has been lost over the last 5 years. Councilmember Shumaker stated that the DPS department is down to a supervisor and three people, which makes it tough to function especially during snow emergencies and such. Mr. Shumaker advised that water/sewer rates have not been raised as they should have been in order to keep residents bills down. Mr. Shumaker stated that if it is passed,

the City staff will account for the money wisely and it will go to police and fire. Mr. Shumaker spoke about the state of the fire equipment, stating that it needs to be replaced. Mr. Abrams spoke about Mr. Shumaker being the previous DPS Director and asked what his staff was at that time. Mr. Shumaker stated that at the peak he had 12 people. Mr. Shumaker stated that most work has to be contracted out now. Mayor Krueger spoke about what it takes to plow the streets after a snow, explaining that sometimes even the City Manager, Police Chief and sometimes a council member would help plow. Chief Clolinger spoke about the many cuts the police department has made that the public doesn't see. Mr. Clolinger stated that his employees, including himself, have not had pay raises in years. Mr. Clolinger spoke about the money spent on the Shared Services Study. Mr. Clolinger stated that the City won't go broke, but the services that have been provided all these years will no longer be available. Councilmember Porath stated that he would like to hear from the public.

Jentery Farmer asked if it was true that if a millage or SAD doesn't happen, the Police will have to make serious cuts. Chief Clolinger advised that it was correct. Mr. Farmer asked about a possible stabbing in the past year that required 6 police officers to be on duty to handle the scene as well as patrol. Mr. Clolinger stated that there have been many instances where officers, including the part-time detective, have been called in. Mr. Clolinger spoke about the difficulty in budgeting for wages when such instances can occur that bring more officers in.

Jamie Adams stated that she has the belief that a millage may not pass due to people who don't vote at all. Ms. Adams stated that she doesn't believe enough people are giving their input and she believes the assessment is necessary. Ms. Adams stated that living in a small community, sometimes people don't realize what is going on just outside the community. Ms. Adams stated that criminals don't want to go to poor areas. They want to go to a community where people have things of value. Ms. Adams stated that there is not an abundance of resources to come and assist in the City if needed.

Chris DelMorone stated that he noticed that the out county area home values will be increasing. Mr. DelMorone stated that he sits on the City of Flint Board of Review. Mr. DelMorone spoke about different instances he has dealt with on that board.

Pat Clawson stated again that SAD's are not deductible on the taxes. Mr. Clawson stated that taxpayers are going to have a tax jammed down their throats without their vote or consent and they can't write it off.

Roberta Diaz-Cobb spoke about Mr. Zettel's pay. Ms. Diaz-Cobb wants to vote.

Public Hearing Closed.

**PUBLIC SAFETY SPECIAL ASSESSMENT DISTRICT; APPROVE PUBLIC SAFETY SPECIAL ASSESSMENT DISTRICT, APPROVE ASSESSMENT ROLL, ORDER WARRANT, ORDER COLLECTION**

**Resolution No. 130912-06A**

Motion by Councilmember Hurt  
Second by Councilmember Hicks

**WHEREAS**, in accordance with the provisions of PA 33 of 1951 (MCL 41.801 et seq), on November 11, 2013, the City Council approved establishment of a City Wide public safety special assessment district a copy of the related meeting minutes and parcels attached with tonight's meeting packet; and

**WHEREAS** following receipt of said special assessment roll, the City Council scheduled a public hearing on said roll to be held on December 9, 2013; and

**WHEREAS**, due notice of same having been published and mailed as required by law, the City Council has conducted said public hearing.

**NOW, THEREFORE, BE IT RESOLVED** that the Swartz Creek City Council hereby determines that it is satisfied that the special assessments on the roll have been spread in proportion to the benefits received by the properties in the district; and **BE IT FURTHER RESOLVED** that the City Council hereby confirms the special assessment roll for the public safety special assessment district which will consist of all parcels located within the City of Swartz Creek and directs that said special assessment roll be placed on file with the city clerk; and

**BE IT FURTHER RESOLVED** that the city clerk is hereby directed to attach her warrant to the special assessment roll within 10 days from the date hereof; and

**BE IT FURTHER RESOLVED** that the city assessor is hereby directed to spread the amounts on the special assessment roll and directs the city treasurer to collect the amounts on the said special assessment roll beginning with the summer 2014 tax collection.

**Resolution No. 130912-06B**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Porath

**I Move** the City of Swartz Creek to add to the Special Assessment that it will be for the maximum of ten years.

YES: Abrams, Hicks, Hurt, Porath.

NO: Shumaker, Gilbert, Krueger, Motion Declared Carried.

**WHEREAS**, in accordance with the provisions of PA 33 of 1951 (MCL 41.801 et seq), on November 11, 2013, the City Council approved establishment of a City Wide public safety special assessment district a copy of the related meeting minutes and parcels attached with tonight's meeting packet; and

**WHEREAS** following receipt of said special assessment roll, the City Council scheduled a public hearing on said roll to be held on December 9, 2013; and

**WHEREAS**, due notice of same having been published and mailed as required by law, the City Council has conducted said public hearing.

**NOW, THEREFORE, BE IT RESOLVED** that the Swartz Creek City Council hereby determines that it is satisfied that the special assessments on the roll have been spread in proportion to the benefits received by the properties in the district; and **BE IT FURTHER RESOLVED** that the City Council hereby confirms the special assessment roll for the public safety special assessment district which will consist of all parcels located within the City of Swartz Creek and directs that said special assessment roll be placed on file with the city clerk; and

**BE IT FURTHER RESOLVED** that the city clerk is hereby directed to attach her warrant to the special assessment roll within 10 days from the date hereof; and

**BE IT FURTHER RESOLVED** that the city assessor is hereby directed to spread the amounts on the special assessment roll and directs the city treasurer to collect the amounts on the said special assessment roll beginning with the summer 2014 tax collection. This special assessment will be for the maximum of ten years.

YES: Hicks, Hurt, Krueger, Porath.

NO: Abrams, Gilbert, Shumaker. Motion Declared Carried.

**MEETING OPEN TO PUBLIC:**

Joel McRee, 5063 Brady Street, commented while he understands why the council had to vote the way they did but he would have loved to take the vote to the people and seeing what the voter turnout would have been. He believes the comments earlier by Mr. Packer was a great idea. He wanted to express he would of liked the opportunity to go out and challenge the voters of this wonderful community and see whether or not we could of made this pass.

Pat Clawson, 5014 Ford Street, he feels what was done tonight is an insult and a slap in the face to the citizens of this community. To deprive them of their opportunity to vote on a tax is the supreme insult to the citizens of this community. This cannot be allowed to stand, and this also harms our police department, because it helps under mind public support for our police department and our police department needs all the public support it can get.



Donald Wyatt, 5326 Durwood Drive, wanted to thank the board for passing the millage and he wished that it would have been a seven to nothing vote, but glad it was passed and is in support of it and will be in support against a recall election. I will work actively, I have been here for fifty years and I want to remain here.

Don Adams, 7192 Parkridge Parkway, he wanted to thank the council for hearing everyone tonight, obviously the decision turned out the way I wanted it to be. I know it was a tough decision and appreciate you listening to everybody. Much like the other gentlemen, if there is a recall I still carry some votes around this town.

### **REMARKS BY COUNCILMEMBERS:**

Councilmember Porath it was a long haul but feels in his opinion they did the right thing. He thinks for the city it will turn out well. He wanted to know if the calendars are coming out soon and how they are distributed. City Clerk Juanita Aguilar responded they are being worked on and they are given out to public at the office, senior center and on our website. He wanted to thank everyone and he knows in the end we needed it, regardless if we wanted it this way or another process.

Councilmember Shumaker commented he believes he mentioned a couple hearings ago, that we needed this millage for the police, how its arrived for us is debatable. When you witness a house surrounded by policemen and a dog to route the resident out it certainly drives it home. He wished a couple of people in the audience would have been there and then you really know it's needed. He believes the police really need our support however we can do this. It's not just with the millage, it's with calling in those calls, supporting in different ways in their efforts. This is also about supporting the fire department too. If you want the services we are going to pay for it one way or the other.

Councilmember Hicks commented she has lived in the community since 1959 and has raised four children here. This was still not an easy decision, even to take a millage. She has four children that are struggling and she understands. She wanted to thank everyone for coming and expressing their opinion. Along with her experience and listening to the public that is why she voted the way she did. She encouraged the public to keep coming to the meetings and keep talking, because this will help us make a decision.

Councilmember Gilbert, we need the police, fire department. We need public safety, but I still feel the ballot question was a more fair way to do it. It took the vote away from the people.

Councilmember Hurt, when he left his house to come to tonight's meeting he intended to cast a vote for millage. The arguments tonight convinced me to go the other way. I did not know through this whole process where I was going to go in this. I heard some very eloquent arguments on every aspect of the issue, but sooner or later it comes down to yes or no. While there are some very good arguments on both sides I was more persuaded this night by the people who spoke in favor of the special assessment. That doesn't mean that there is anything wrong with the other arguments I just found the balance swayed that way. That threat of recall matters only to a career politician and I am not one.

Mayor Pro Tem Abrams, having served on council for 29 years I might approach that position. I have appreciated the vote every time. I would have preferred a ballot question but I was looking at this process to get the message out. I understand my colleague's position about the SAD. I am not crazy about it, I hate the term assessment, but this will get the job done and if we have a threat of recall I think it is better put to go to the people

and say let's have a ballot question. Ten percent of those within the city would have to sign a petition.

Mayor Krueger like councilmember Hurt has always been in favor of the millage from the beginning. He was persuaded by the citizens that have come in and spoke and gave us their opinion.

Councilmember Hurt wanted to thank all that came to the meetings and speaking so freely. Councilmember Porath commented that he was amazed on how many people didn't show up.

### **Adjournment**

**Resolution No. 130912-07**

**(Carried)**

Motion by Councilmember Hicks

Second by Councilmember Shumaker

**I Move** the City of Swartz Creek adjourn the Regular Session of the City Council meeting at 9:16 p.m.

YES: Unanimous Voice Vote.

NO: None. Motion Declared Carried.

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**David Krueger, Mayor**

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**Juanita Aguilar, City Clerk**

## Corporate Headquarters

5700 Crooks Rd., Ste. 100

Troy, MI 48098

800.690.6651 toll free

248.250.5000 phone

248.786.1788 fax



[www.hydrodesignsinc.com](http://www.hydrodesignsinc.com)

December 20, 2013

Thomas Svreck  
Director of Public Works  
City of Swartz Creek  
8083 Civic Center Drive  
Swartz Creek, MI 48473

*Part 14 of the Michigan Safe Drinking Water Act, 1976 PA 399, as amended, (Act 399) and the Administrative Rules contain the Cross-Connection Regulations that public water systems must follow regarding Cross-Connection Control. R325.11401 – R325.11407*

Dear Mr. Svreck,

Based on your current Cross Connection Control (CCC) Program, we have prepared a program that will continue to meet your specific Cross-Connection Control Program needs. Also, included within this package is our standard Professional Services Agreement. For your convenience, this presentation has been divided into four sections. They include:

- ◆ Background
- ◆ Executive Summary
- ◆ Professional Services Agreement
- ◆ Appendix

This proposal is based upon completing a total of **34** initial inspections, compliance inspections/re-inspections of your commercial, industrial & institutional facilities on an annual basis. These inspection numbers are based upon a total number of commercial/industrial connections estimated at **134**. There are currently 9 high hazard facilities, 125 low hazard accounts and approximately **26** facilities with backflow prevention assemblies requiring annual testing.

This proposal is based on a period of 36 months. High hazard facilities will be re-inspected on an annual basis with all the remaining low hazard facilities being inspected on a five-year re-inspection frequency. HDI has assessed the degree of hazard of each facility and determined the re-inspection frequency.

If you have any questions please feel free to contact me at 248.250.5022 or via email at ***ppatterson@hydrodesignsinc.com***. We look forward to working with you and the City of Swartz Creek again on this project.

Sincerely,

Paul Patterson  
Director of Operations

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# Proposal

December 20, 2013

Thomas Svreck  
Director of Public Works  
City of Swartz Creek  
8083 Civic Center Drive  
Swartz Creek, MI 48473

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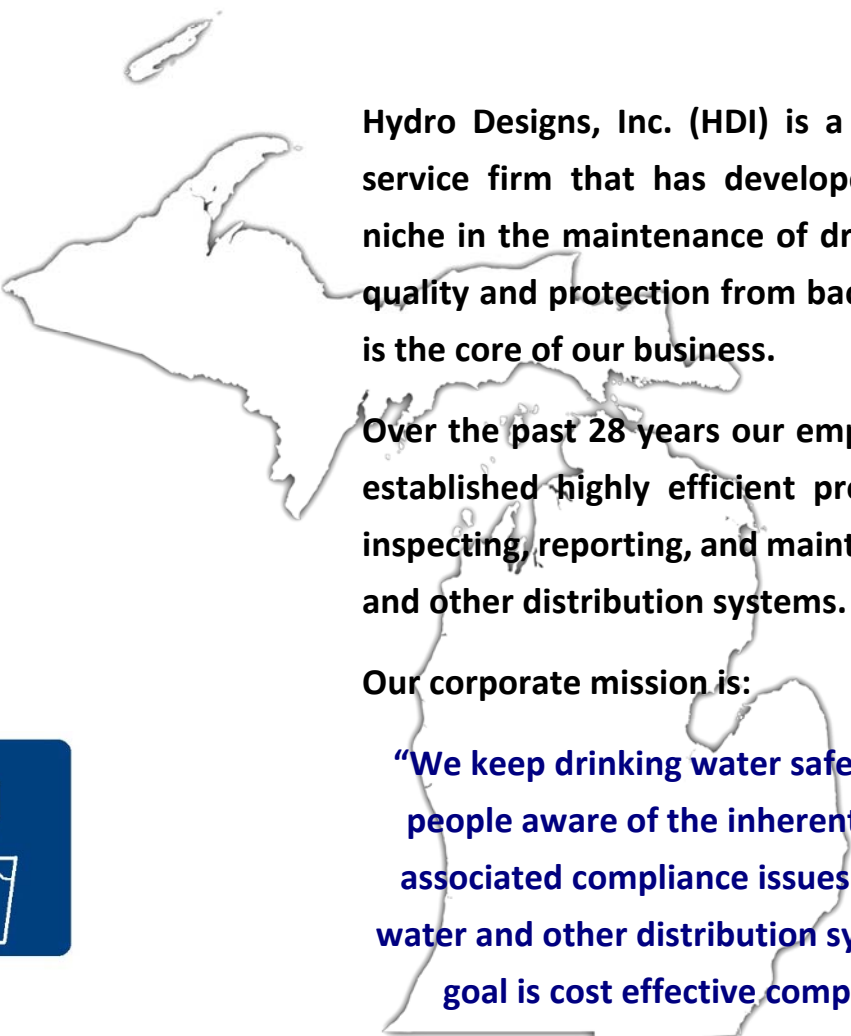
## Hydro Designs, Inc. Background

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# **We Keep Drinking Water Safe.....”**



Hydro Designs, Inc. (HDI) is a professional service firm that has developed a unique niche in the maintenance of drinking water quality and protection from backflow which is the core of our business.

Over the past 28 years our employees have established highly efficient procedures for inspecting, reporting, and maintaining water and other distribution systems.

Our corporate mission is:

**“We keep drinking water safe. We make people aware of the inherent risks and associated compliance issues related to water and other distribution systems. Our goal is cost effective compliance.”**



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# Executive Summary

## Program Recommendations

Based on your current program, HDI will provide the following services to the City of Swartz Creek. This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the City of Swartz Creek with the necessary data and information to maintain compliance with the Michigan Department of Environmental Quality (DEQ) Water Bureau Cross Connection Control Regulations. Once this project has been approved and accepted by the City and HDI, you may expect completion of the following elements within a three (3) year period. The components of the project include:

1. Annually, perform a minimum of **34** initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the City served by the public water supply for cross-connections. Inspections will be conducted in accordance with the DEQ Water Bureau Cross Connection Control regulations.
2. Generate all backflow prevention assembly test notices, non-compliance notices and coordinate/monitor backflow prevention assembly testing compliance for approximately **68** backflow prevention assemblies.
3. Perform administrative functions including: answering water user telephone calls, scheduling of inspections, mailing of all notices, verification of backflow prevention assembly tester credentials & proper testing results and general customer service and program education inquiries.
4. Generate and document the required program data for the facilities using the HDI Software Data Management Program.
5. Submit comprehensive management reports on a quarterly basis.
6. Conduct an annual review meeting to discuss overall program status and recommendations.
7. Provide up to six- (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers, (i.e. combination) per facility as required, in order to place a facility into immediate compliance at the time of inspection.
8. Prepare the annual State of Michigan, DEQ Water Bureau Cross Connection Report.
9. Assist the City with a community wide public relations program including general awareness brochures and customized web site cross connection control program overview content and resources.
10. Provide ongoing support via phone, fax, internet, text or email.

The above services will be provided for:

<b>Monthly Amount: \$ 285.00</b>	<b>Annual Amount: \$ 3,420.00</b>	<b>3 Year Contract: \$ 10,260.00</b>
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Contract Amount is based upon a 36-month period. HDI will invoice in 36 equal amounts of \$ 285.00



# PROFESSIONAL SERVICE AGREEMENT

This agreement, made and entered into this \_\_\_\_\_ by and between the City of Swartz Creek, organized and existing under the laws of the State of Michigan, referred to as "Utility", and Hydro-Designs, Inc. a Michigan Corporation, referred to as "HDI".

WHEREAS, the Utility supplies potable water throughout its geographic boundaries to property owners; and desires to enter into a professional services contract for cross connection control program inspection, reporting and management services.

WHEREAS, HDI is experienced in and capable of supplying professional inspection of potable water distribution systems and cross connection control program management to the Utility and the Utility desires to engage HDI to act as its independent contractor in its cross connection control program.

WHEREAS, the Utility has the authority under the laws of the State of Michigan and its local governing body to enter into this professional services contract.

NOW THEREFORE, in consideration of the mutual agreements herein contained, and subject to the terms and conditions herein stated, the parties agree as follows:

## ARTICLE I. Purpose

During the term of this Agreement, the Utility agrees to engage HDI as an independent contractor to inspect its potable water distribution system in public, commercial and industrial facilities within the community and document its findings. Each party to this agreement agrees that it will cooperate in good faith with the other, its agents, and subcontractors to facilitate the performance of the mutual obligations set forth in this Agreement. Both Parties to this agreement recognize and acknowledge that the information presented to them is complete and accurate, yet due to the inaccessible nature of water piping or due to access constraints within water user's facilities, complete and accurate data is not always available.

## ARTICLE II. Scope of Services

The scope of services to be provided by HDI under this Agreement will include the inspections, compliance, preparation of quarterly management reports, and annual cross connection reports with respect to the Facilities to the extent specifically set forth in this Article II (hereinafter the "Scope of Service"). Should other reports be included within the scope of services, the same shall be appended to this Agreement as Exhibit 1.

**2.1 PROGRAM REVIEW.** HDI will review for the Utility Cross Connection Control Program. Items for review include the following:

- Review state & local regulations
- Review wording and timeliness for program notifications including:
  - Inspection Notice
  - Compliance Notice
  - Non-Compliance Notices 1-2, Penalty Notices
- Special Program Notices
- Prioritize Inspections
- Review procedures and protocol for addressing specific hazards
- Review program reporting procedures
- Review educational and public awareness brochures
- Obtain updated facility listing and address information
- Establish facility inspection schedule
- Review high hazard and large industrial facility inspection/containment procedures





- 2.2 INSPECTIONS.** HDI will perform initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with Michigan Department of Department of Environmental Quality– Water Bureau Cross Connection Control Rules.
- *Initial Inspection* – the first time an HDI representative inspects a facility for cross connections. Degree of Hazard is assigned and/or verified during this facility visit. The Degree of Hazard will dictate future re-inspection frequency/schedule of facility, (facility will be either compliant or non-compliant after this inspection).
  - *Compliance Inspection* – subsequent visit by an HDI representative to a facility that was non-compliant during the *Initial Inspection* to verify that corrective action was completed and meets the program requirements.
  - *Re-Inspection* – Revisit by an HDI representative to a facility that was previously inspected. The re-inspection frequency/schedule is based on the degree of hazard assigned to the facility during the initial inspection (one or five year re-inspection cycle).
- 2.3 INSPECTION SCHEDULE.** HDI shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Utility designated contact person. Initial check in to include a list of inspections scheduled. An exit interview will include a list of inspections completed.
- 2.4 PROGRAM DATA.** HDI will generate and document the required program data for the facilities listed below (in 2.10) using the HDI Software Data Management Program. Program Data shall remain property of the Utility; however, the HDI Software Data Management program shall remain the property of HDI. Data Services to include:
- Prioritizing and scheduling of inspections
  - Notify users of inspections, backflow device installation and testing requirements
  - Monitor inspection and testing compliance
  - Maintenance of program to comply with all DEQ regulations
- 2.5 MANAGEMENT REPORTS.** HDI will submit comprehensive management reports on a quarterly & annual basis to the Utility, which will include the following:
- Report format to include electronic updates and/or hard copy
  - Electronic reports will be available in a downloadable format
  - Number of facilities inspected/surveyed
  - Number of facilities compliant/non-compliant
  - Backflow prevention assembly testing notices sent and compliance status
- 2.6 REVIEW OF CROSS-CONNECTION CONTROL ORDINANCE.** HDI will review the current cross-connection control ordinance and cross-connection control plan. Items for review include:
- Code adoption references, standard operational procedures, program notice documentation, reporting procedures and preference standards.
  - Re-inspection frequency for all facilities.
  - Backflow prevention assembly testing requirements.
- 2.7 VACUUM BREAKERS.** Provide up to six- (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection.
- 2.8 PUBLIC RELATIONS PROGRAM.** HDI will continue to assist the Utility with a community wide public relations program including general awareness brochures and web site cross connection control program overview content and resources.



**2.9 SUPPORT.** HDI will provide ongoing support via phone, fax, text, internet or email for the contract period.

**2.10 FACILITY TYPES.** The facility types included in the program are as follows:

- Industrial
- Institutional
- Commercial
- Miscellaneous Water users

**Complex Facilities.** The primary responsibility of the water utility through the State of Michigan Cross-Connection Rules is to protect the public water supply distribution against the entrance of contaminants and/or pollutants. When the water utility is faced with a facility, (i.e., complex piping or potentially hazardous systems) whose internal piping system is difficult or too complex to follow or is subject to frequent unauthorized changes, service line protection or "containment" of the premises should be required. It is the responsibility of the owner of the property to provide adequate protection of the internal plumbing system from cross connections.

**2.11 INSPECTION TERMS.** HDI will perform **102** total inspections over a three (3) year contract period. The total inspections include all initial inspections, compliance and re-inspections.

**2.12 COMPLIANCE WITH DEPARTMENT OF ENVIRONMENTAL QUALITY & MICHIGAN ADMINISTRATIVE CODE.** HDI will assist in compliance with DEQ and Michigan Administrative Code cross connection control program requirements for all commercial, industrial, institutional and public authority facilities.

**2.13 POLICY MANUAL.** HDI will review and/or develop the comprehensive cross connection control policy manual/plan.

**2.14 INVENTORY.** HDI shall inventory all accessible (ground level) backflow prevention assemblies and devices. Information for testable assemblies to include: location, size, make, model and serial number if applicable.

**2.15 DATA MANAGEMENT.** HDI shall provide data management and program notices for all inspection services throughout the contract period.

**2.16 ANNUAL YEAR END REVIEW.** HDI will conduct an on-site annual year-end review meeting to discuss overall program status and specific program recommendations.

**2.17 CROSS CONNECTION CONTROL BROCHURES.** HDI will provide cross-connection control educational brochures for download at [www.hydrodesignsinc.com](http://www.hydrodesignsinc.com)

**2.18 INSURANCE.** HDI will provide all required copies of general liability, workers compensation and errors and omissions insurance naming the Utility as an additional insured if required.



### ARTICLE III. Responsibilities of the Utility

- 3.1 UTILITY'S REPRESENTATIVE.** On or before the date services are to commence under this Agreement, the Utility shall designate an authorized representative ("Authorized Representative") to administer this Agreement.
- 3.2 COMPLIANCE WITH LAWS.** The Utility, with the technical and professional assistance of HDI, shall comply with all applicable local, state, and federal laws, codes, ordinances, and regulations as they pertain to the water inspection and testing and shall pay for any capital improvements needed to bring the water treatment and delivery system into compliance with the aforementioned laws.
- 3.3 NOTICE OF LITIGATION.** In the event that the Utility or HDI has or receives notice of or undertakes the prosecution of any actions, claims, suits, administrative or undertakes the prosecution of any actions, claims, suits, administrative or arbitration proceedings, or investigations in connection with this agreement, the party receiving such notice or undertaking such prosecution shall give the other party timely notice of such proceedings and will inform the other party in advance of all hearings regarding such proceedings.
- 3.4 FACILITY LISTING.** The Utility must provide HDI a complete updated list of facilities to be inspected. Information to include facility name, address, contact person, and phone number, (if available). *Electronic file format such as Microsoft Excel, etc. is required. If the facility listing cannot be provided in an electronic file there will be an additional one-time fee to manually enter the facility listing at the rate of \$70.00 per hour. Incorrect facility addresses will be returned to the Utility contact and corrected address will be requested.*
- 3.5 LETTERHEAD/LOGO.** The Utility will provide HDI with an electronic file copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only.

### ARTICLE IV. Term

- 4.1 TERM AND TERMINATION TERM.** Services by HDI under this Agreement shall commence on \_\_\_\_\_ and end three (3) years from such date, unless this Agreement is renewed or terminated as provided herein. The terms of this Agreement shall be valid only upon the execution of this agreement within 90 days of its receipt. Failure to execute this Agreement within the 90-day period shall deem the proposed terms void.
- 4.2 BASE COMPENSATION.** From \_\_\_\_\_ the Utility shall pay HDI as compensation ("Base Compensation") for labor, equipment, material, supplies, and utilities provided and the services performed pursuant to this Agreement, the sum of **\$285.00** per month, **\$3,420.00** annually for a three (3) year contract period totaling **\$10,260.00**.
- 4.3 PAYMENT OF INVOICES.** Upon presentation of invoices by HDI, all payments including base and other compensation shall be due and payable on the first day of each month (due date) for which services will be or have been rendered. All such payments shall be made no later than thirty (30) days after the due date. Failure to pay shall be deemed a default under this agreement. For any payment to HDI which is not made within thirty (30) calendar days after the due date, HDI shall receive interest at one and one-half (1½) percent per month on the unpaid balance.
- 4.4 CHANGES IN SCOPE OF SERVICES.** In the event that the Utility request and HDI consents to perform additional work or services involving the consulting, management, operation, maintenance, and repair of the Utility's water delivery system where such services or work exceeds or changes the Scope of Services contemplated under this Agreement, HDI shall be provided additional compensation. Within thirty (30) calendar days from the date of notice of such additional work or services, the parties shall mutually agree upon an equitable sum for additional compensation. This amount shall be added to the monthly sum effective at the time of change in scope. Changes in the Scope of Service include, but are not limited to, requests for additional service by the Utility, additional costs incurred in (a) treating Abnormal or Biological



Toxic Materials; (b) disposing of process residue; (c) meeting new or changed government regulations or reporting requirements, including changed effluent or potable water standards which increase the cost of operating the Facilities; (d) arising from construction or modification of the Facilities, or (e) expenditures for Capital Improvement and Capital Repairs.

- 4.5 **CLIENT CONFIDENTIALITY.** All communications between HDI and the Utility regarding business practices and other methods and forms of doing business will be considered confidential, subject to the requirements of the Freedom of Information Act.
- 4.6 **ACCESSIBILITY.** Backflow prevention device information will be completed in full only when the identifying information (i.e. data plate, brass tag, etc.) is accessible and visible from ground level or from a fixed platform/mezzanine.
- 4.7 **CONFINED SPACES** – HDI personnel will not enter into confined spaces.

**ARTICLE V. Risk Management**

- 5.1 **INFORMATION.** Both Parties to this agreement recognize and acknowledge that the information presented to them is complete and accurate, yet due to the inaccessible nature of water piping, complete accurate data is not always available.
- 5.2 **INDEMNIFICATION.** HDI agrees to and shall hold the Utility, its elected and appointed officers, and employees harmless from any liability for claims or damages for personal injury or property damage which is caused by or arises from the sole negligence of HDI in the performance of its services under this Agreement. HDI shall in no event be liable for indirect or consequential damages, including but not limited to, loss of profits, loss of revenue, or loss of facilities, based upon contract, negligence, or any other cause of action.
- 5.3 **HDI INSURANCE.** HDI currently maintains the following insurance coverage’s and limits:

	Occurrence	Aggregate
Comprehensive General Liability	\$1 Million	\$2 Million
Excess Umbrella Liability	\$5 Million	\$5 Million
Automobile Liability (Combined Single Limit)	\$1 Million	
Worker’s Compensation/ Employer’s Liability	\$1 Million	
Errors and Omissions	\$2 Million	\$2 Million

Within thirty (30) calendar days of the start of the project, HDI shall furnish the Utility with satisfactory proof of such insurance, and each policy will require a 30-day notice of cancellation to be given to the Utility while this Agreement is in effect. These policies will be in effect at the time HDI takes possession of the Facilities. The Utility shall be named as an additional insured according to its interest under the general liability policy during the term of this Agreement.

- 5.4 **UTILITY INSURANCE.** The Utility will maintain liability insurance on an all risk basis and including extended coverage for matters set forth in this agreement. The Utility and HDI agree that with respect to insurance coverage carried by either party in connection with the Facilities, such insurance will provide for the waiver by the insurance carrier of any subrogation rights against the Utility or against HDI as the case may be.
- 5.5 **RELATIONSHIP.** The relationship of HDI to the Utility is that of independent contractor and not one of employment. None of the employees or agents of HDI shall be considered employees of the Utility. For the purposes of all state, local, and federal laws and regulations, the Utility shall exercise primary management, and operational and financial decision-making authority.
- 5.6 **ENTIRE AGREEMENT AMENDMENTS.** This Agreement contains the entire Agreement between the Utility and HDI, and supersedes all prior or contemporaneous communications, representations, understandings,



or agreements. This Agreement may be modified only by a written amendment signed by both parties.

- 5.7 HEADINGS, ATTACHMENTS, AND EXHIBITS.** The heading contained in this Agreement is for reference only and shall not in any way affect the meaning or interpretation of this Agreement. The Attachments and Exhibits to this Agreement shall be construed as an integral part of this Agreement.
- 5.8 WAIVER.** The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.
- 5.9 ASSIGNMENT.** This Agreement shall not be assigned by either party without the prior written consent of the other unless such assignment shall be to the affiliate or successor of either party.
- 5.10 REIMBURSABLE EXPENSES.** For the purpose of this Agreement, employee reimbursable expenses shall comply with the published Federal guidelines.
- 5.11 FORCE MAJEURE.** A party's performance under this Agreement shall be excused if, and to the extent that, the party is unable to perform because of actions due to causes beyond its reasonable control such as, but not limited to, Acts of God, the acts of civil or military authority, loss of potable water sources, water system contamination, floods, quarantine restrictions, riot, strikes, commercial impossibility, fires explosions, bombing, and all such interruptions of business, casualties, events, or circumstances reasonably beyond the control of the party obligated to perform, whether such other causes are related or unrelated, similar or dissimilar, to any of the foregoing. In the event of any such force majeure, the party unable to perform shall promptly notify the other party of the existence of such force majeure and shall be required to resume performance of its obligations under this Agreement upon the termination of the aforementioned force majeure.
- 5.12 AUTHORITY TO CONTRACT.** Each party warrants and represents that it has power authority to enter into this Agreement and to perform the obligations, including any payment obligations, under this Agreement.
- 5.13 GOVERNING LAW AND VENUE.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, regardless of the fact that any of the parties hereto may be or may become a resident of a different state or jurisdiction. Any suit or action arising shall be filed in a court of competent jurisdiction within the State of Michigan. The parties hereby consent to the personal jurisdiction of said court within the State of Michigan.
- 5.14 NONDISCRIMINATION.** The parties to this Agreement, as required by law, shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, political affiliations or beliefs. Breach of this section shall be regarded as a material breach of this agreement.



5.15 **COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.

5.16 **NOTICES.** All notices, requests, demands, payments and other communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally, telecopied or sent by nationally recognized overnight carrier, or mailed by certified mail, postage prepaid, return receipt requested, as follows:

If to HDI:

Hydro Designs, Inc.  
c/o John Hudak  
5700 Crooks Road, Ste. 100  
Troy, MI 48337  
(248) 250-5005  
(248) 789-1788 fax

If to Utility:

Thomas Svreck  
Director of Public Works  
City of Swartz Creek  
8083 Civic Center Drive  
Swartz Creek, MI 48473

5.17 **SEVERABILITY.** Should any part of this Agreement for any reason, be declared invalid or void, such declaration will not affect the remaining portion, which will remain in full force and effect as if the Agreement has been executed with the invalid portion eliminated.


**SIGNATURES**

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

**The City of Swartz Creek**

\_\_\_\_\_  
By:  
Its:

**Hydro-Designs, Inc.**

  
\_\_\_\_\_  
By: John Hudak  
Its: President/COO



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# Appendix

## Specific Qualifications & Experience

**Hydro Designs, Inc.** is a professional service organization that specializes in Cross Connection Control Programs. Cross Connection Control Program Management & Training is the main core and focus of our business. We are committed to providing water utilities and local communities with a cost effective and professionally managed cross connection control program in order to assist in protecting the public water supply.

- HDI conducts over 17,000 Cross Connection Control Inspections *annually*.
- HDI tracks and manages over 27,000+ backflow prevention assemblies for our Municipal client base.
- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.
- Our municipal inspection team is committed to providing outstanding customer service to the water users in each of the communities we serve. We teach and train customer service skills in addition to the technical skills since our team members act as representatives of the community that we service.
- Our municipal inspection team has attended training classes and received certification from the following recognized Cross Connection Control Programs: UF TREEO, UW-Madison, and USC – Foundation for Cross Connection Control and Hydraulic Research, American Backflow Prevention Association (ABPA), American Society for Sanitary Engineering (ASSE). HDI recognizes the importance of Professional Development and Learning. We invest heavily in internal and external training with our team members to ensure that each Field Service and Administrative team member has the skills and abilities to meet the needs of our clients.
- We have a trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely and courtesy manner. Our administrative staff can answer most technical calls related to the cross connection control program and have attended basic cross connection control training classes.
- HDI currently serves over 160 communities in Michigan, Wisconsin, Maryland, Delaware, Virginia & Florida. We still have our first customer!
- HDI staff and company are active members in many water industry associations including: National Rural Water Association, State Rural Water Associations, National AWWA, State AWWA Groups, HDI is committed to assisting these organizations by providing training classes, seminars and assistance in the area of Cross Connection Control.
- Several Fortune 500 companies have relied on HDI to provide Cross Connection Control Surveys, Program Management & Reporting to assist in meeting state/local regulations as well as internal company guidelines.



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## Professional Associations & Organizations

At Hydro Designs, we are citizens of our industry. HDI Associates are active members of the following professional organizations:

- American Backflow Prevention Association (ABPA)  
[www.abpa.org](http://www.abpa.org)
- American Public Works Association (APWA)  
[www.apwa.net](http://www.apwa.net)
- American Society of Sanitary Engineers (ASSE)  
[www.asse-plumbing.org](http://www.asse-plumbing.org)
- American Water Works Association (AWWA)  
[www.awwa.org](http://www.awwa.org)
- International Association of Plumbing & Mechanical Officials (IAPMO)  
[www.iapmo.org](http://www.iapmo.org)
- Michigan Section of American Water Works (MI-AWWA)  
[www.mi-water.org](http://www.mi-water.org)
- Michigan Rural Water Association (MRWA)  
[www.mrwa.net](http://www.mrwa.net) (Associate Member)
- National Rural Water Association (NRWA)  
[www.nrwa.org](http://www.nrwa.org) (Corporate Member)
- University of Southern California Center for Cross Connection Control & Hydraulic Research (USCCFCCC&HR)  
[www.usc.edu/dept/fcchr](http://www.usc.edu/dept/fcchr)



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## Project Staff

### **Glenn Adamus** **Vice President Operations**

Mr. Adamus has been with HDI for over ten years and is responsible for all field operations. He is conversant in Federal, State and industry drinking water regulations/guidelines as they apply to water quality control practices. Mr. Adamus holds a B.S. in Biochemistry and a Master's of Science in Environmental Science from the University of Michigan – Dearborn. He has performed various water quality analysis projects related to process water and potable water systems and has performed and managed industrial and state cross-connection control projects for over seven years.

In addition to his field experience, Mr. Adamus has the following certifications/training:

#### **Michigan Department of Environmental Quality (MDEQ) Water Bureau**

- Soil Erosion & Sedimentation Control Certification, Part 91 – Feb. 2005

#### **Michigan Department of Environmental Quality (MDEQ) Water Bureau**

- Certified Construction Site Storm Water Operator Certification – 2005

#### **Michigan Department of Environmental Quality (MDEQ) Water Bureau**

- Certified Industrial Site Storm Water Operator Certification – 2005

#### **University of Wisconsin Madison – College of Engineering**

- Cross-Connection Control and Backflow Prevention Assembly Testing Certificate, 2007
- Cross-Connection Control and Backflow Prevention Surveyor Certificate, 2009

#### **American Society of Sanitary Engineering (ASSE)**

- Series 5000, 5150 Backflow Prevention Program Administrator Certification, January 2010
- Certified Backflow Prevention Assembly Tester, August 2011



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## Project Staff (continued)

### **Paul Patterson** **Director, Municipal Division**

Mr. Patterson has been with HDI since 2004 and is responsible for overseeing operations of Cross Connection Control Programs in Delaware, Florida, Maryland, Michigan and Virginia. He also conducts training in Backflow Prevention and Cross Connection Control for the Michigan Department of Environmental Quality, Michigan Rural Water Association and Delaware Rural Water Association. Prior to HDI, Mr. Patterson was a member of the United States Air Force where he assisted in the implementation of a Cross Connection Control Program at a stateside installation and was involved in numerous construction projects worldwide. Mr. Patterson has over 18 years' experience in plumbing, water distribution, cross connection control and backflow prevention. In addition to his extensive experience Mr. Patterson has also held the following certifications through his career:

#### **State of Nevada**

- Water Distribution Operator
- Journeyman Plumbers License – Clark County
- CAL/NV AWWA Backflow Prevention Assembly Tester

#### **University of Florida – TREEO Center**

- Cross-connection Control Program Manager
- Cross-connection Control Ordinance & Organization
- Cross-connection Control Survey & Inspection
- Cross-connection Control Backflow Prevention Testing

#### **American Society of Sanitary Engineering**

- Cross-Connection Control Backflow Prevention Assembly Testing
- Cross-Connection Control Backflow Prevention Assembly Repair
- Backflow Prevention Program Administrator
- Instructor/Proctor – Backflow Prevention Assembly Tester Course
- Instructor/Proctor – Cross Connection Control Surveyor Course
- Instructor/Proctor – Backflow Prevention Program Administrator Course

#### **State of Virginia**

- Commercial Plumbing Inspector
- Backflow Prevention Device Worker

#### **International Code Council**

- Commercial Plumbing Inspector



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## Project Staff (continued)

### **Mark Kneibel** **Project Manager, Field Inspector**

Mr. Kneibel joined HDI in July 2011 after working with the City of Wyoming, MI for over 25 years. He holds many licenses and certifications in the water industry and is very active in the Plumbing and Backflow Prevention association communities.

#### **State of Michigan**

- S-1 Waterworks System Operator, I.D. #5344, Expiration 1/2014
  - Journeyman Plumber, License #8214718
  - Plumbing Inspector, Registration #004035
  - Backflow Prevention Assembly Tester, Certification #95-221
- 

### **Jerry Ayers** **Project Manager, Field Inspector**

Mr. Ayers has been employed with Hydro Designs, Inc. for over 5 years. Jerry has performed numerous cross-connection control surveys and inspections at large, complex, high hazard industrial facilities. He recently was promoted to Regional Manager for the Michigan Municipal Division. He holds the following industry certifications:

#### **University of Florida – TREEO Center, June 2008**

- Cross-Connection Control Program Manager Certificate
- Cross-Connection Control Ordinance & Organization Certificate
- Cross-Connection Control Survey & Inspection Certificate

#### **University of Wisconsin – Madison, November 2006**

- Cross-Connection Control and Backflow Prevention Certification

#### **American Society of Sanitary Engineering (ASSE)**

- Series 5000, 5150 Backflow Prevention Program Administrator Certification, January 2010
- Certified Backflow Prevention Assembly Tester, August 2011



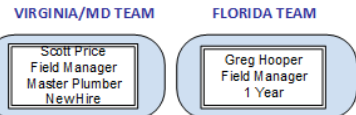
# Organizational Chart

Hydro Designs, Inc. (HDI)  
**Corporate Office**  
 5700 Crooks Road, Ste. 100  
 Troy, MI 48098  
 (800) 690.6651 or 248.250.5000  
 www.hydrodesignsinc.com  
 www.backflownews.com

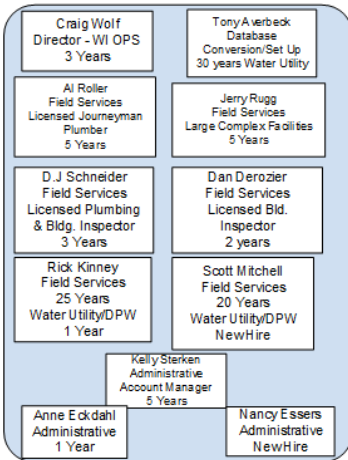
Hydro Designs, Inc. (HDI)  
**Wisconsin Office**  
 2665 S. Moorland Rd., Ste. 209  
 New Berlin, WI 53151  
 (800)315.4305 or 262.264.6402  
 www.hydrodesignsinc.com  
 www.backflownews.com



"Protect Before You Connect"

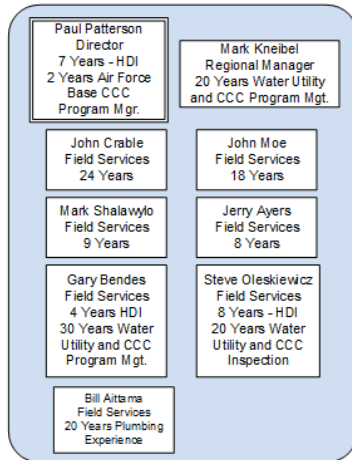


**WISCONSIN TEAM**

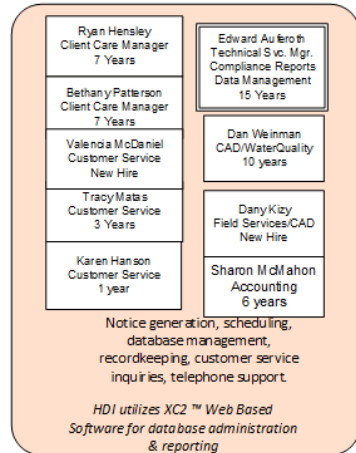


**Field Services**  
 Program Management  
 Surveys / Inspections

**MICHIGAN TEAM**



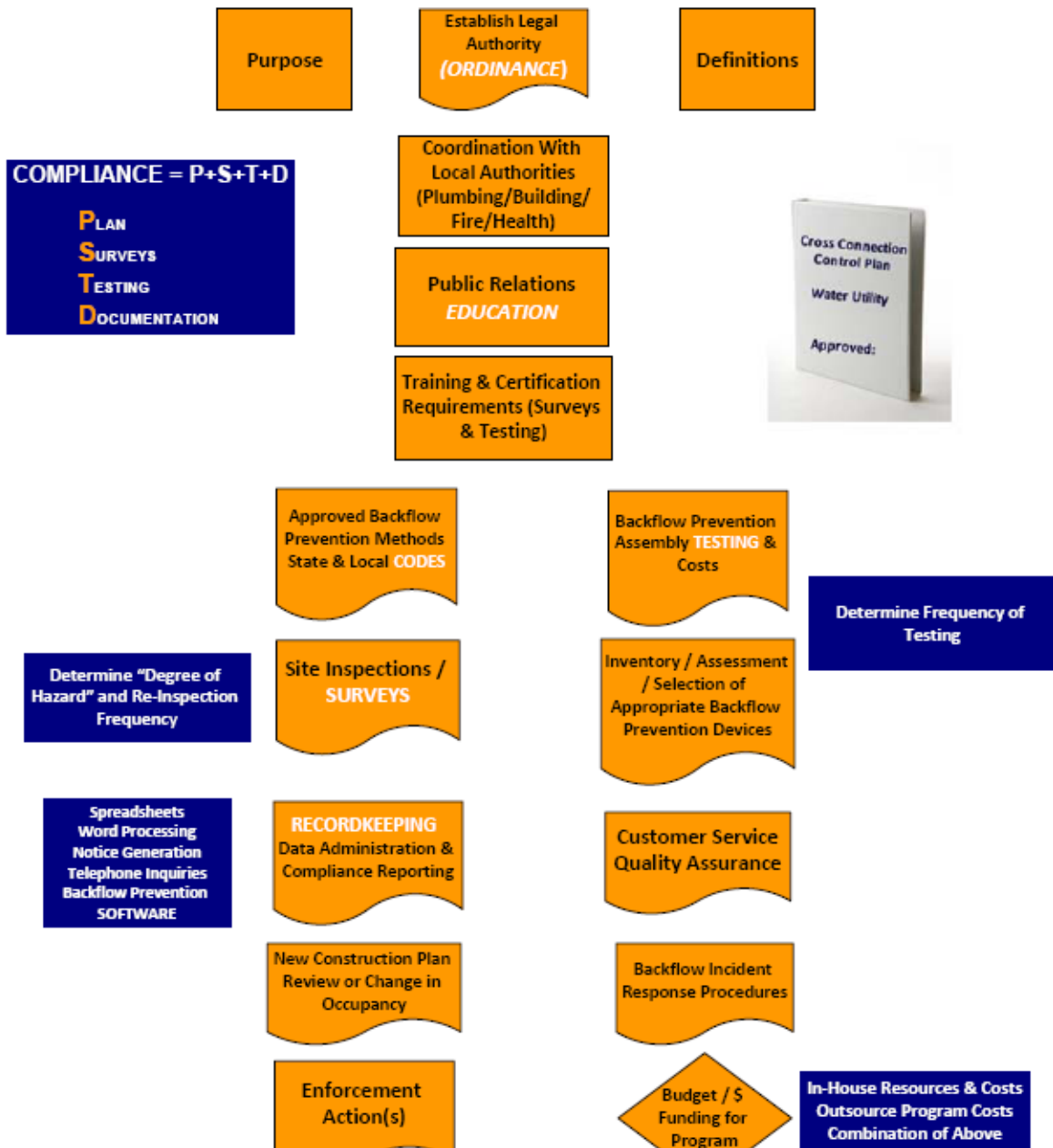
**Customer Service**  
 Compliance Reports  
 Administration



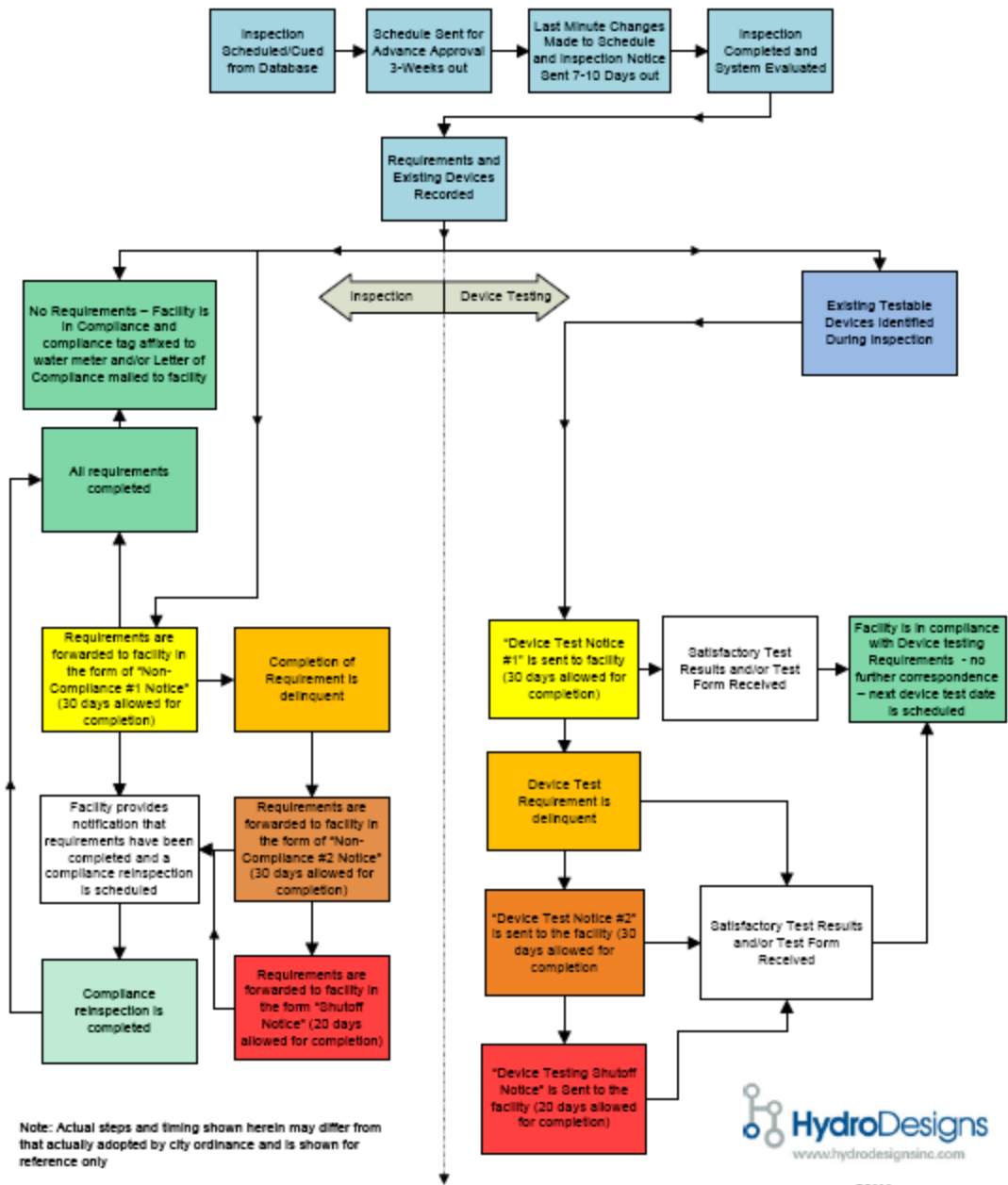
**Certifications / Training**



**Cross Connection Control Program**  
**Sample PLAN Components**



## Cross Connection Control Program Completion Process



**Cross-Connection Control Inspection & Backflow Prevention Assembly Testing Components – Process Flow Chart**

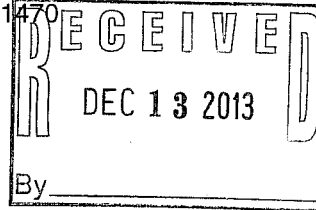


# COMMUNITY DEVELOPMENT PROGRAM

ROOM 223 – 1101 BEACH STREET  
FLINT, MICHIGAN 48502-1470

TELEPHONE (810) 257-3010  
FAX (810) 257-3185

DEREK BRADSHAW  
DIRECTOR-COORDINATOR  
CHRISTINE A. DURGAN  
ASSISTANT DIRECTOR



December 9, 2013

Juanita Aguilar, Clerk  
City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473

**SUBJECT: Genesee County Community Development Block Grant (CDBG) – Authorized Signature Card Updates**

Dear Ms. Aguilar:

As a local unit of Genesee County participating in the Genesee County Community Development Block Grant (CDBG) Program, staff is requesting that the enclosed "Authorized Signature Card" be updated to demonstrate signatures of each person who is authorized by your local government to sign CDBG documents on behalf of your municipality.

Once the cards and Resolutions have been completed, please mail them back to our office to the attention of Anna King, Associate Planner. If you have any questions, please call Anna at (810) 766-6542.

Sincerely,

A handwritten signature in cursive script that reads "Sheila Taylor".

Sheila Taylor, Principal Planner  
Genesee County Metropolitan Planning Commission

Enclosures



An Equal Opportunity Organization

Equal Housing Opportunity



\_\_\_\_\_  
Unit of Government

RESOLUTION NO. \_\_\_\_\_

WHEREAS, the \_\_\_\_\_ participates in the Genesee County Community Development Program; and

WHEREAS, the Genesee County Community Development Program has requested that we update our authorized card;

NOW THEREFORE BE IT RESOLVED that the following individuals are authorized to request reimbursements from the Community Development Block Grant (CDBG) Program:

_____ Name	_____ Position
_____ Name	_____ Position
_____ Name	_____ Position
_____ Name	_____ Position

I, \_\_\_\_\_ the duly elected, Clerk of \_\_\_\_\_, Genesee County, Michigan, hereby certify that the above resolution was passed at the regular meeting on \_\_\_\_\_ by the Board/Council of the \_\_\_\_\_.



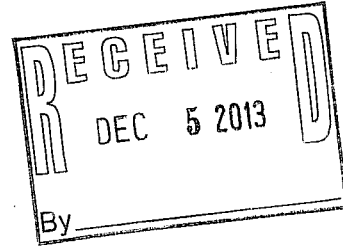


michigan municipal league

Better Communities. Better Michigan.

December 02, 2013

Ms. Juanita Aguilar  
City Clerk  
Swartz Creek  
8083 Civic Dr.  
Swartz Creek, MI 48473-1377



Dear Ms. Aguilar,

Thank you for your continued participation and support of the Michigan Municipal League. The League is your advocate for all the important issues facing local government. With the continuing challenges we face in Lansing and Washington, our work for you is even more critical. We are enjoying unprecedented access to key leaders, and will keep working on key issues like transportation funding, EVIP and the personal property tax repeal. We will continue to fight for you on the issues that matter most, and support every member by leading advocacy efforts in support of municipal issues.

The League will remain on the cutting edge, helping forge a new Michigan. The League's Center for 21st Century Communities (21c3) is working to assist local officials in identifying, developing, and implementing programs and strategies to enhance our member communities' ability to be vibrant places for the 21st century, providing low-cost education related to effective and efficient governance. Further, our Legal Defense Fund is providing advocacy of a different type as they continue to work to protect your interests in the courts and regulatory arena.

The League's Board of Trustees recognizes the strained financial conditions present in many Michigan communities. We have worked very hard over the last several years to reduce our dues, resulting in *savings of over 30%*. This year we are passing along a modest 2.4% inflationary adjustment to League dues.

The true power of the League comes from the combined voices of communities across Michigan. Together we can make a real difference. Your Michigan Municipal League membership is one of the best investments your community can make. Be sure to maximize your membership by contacting us with your questions, and by actively participating at League events. Thank you for your support. We look forward to our continued partnership with your community.

Sincerely,

Daniel P. Gilmartin  
Executive Director & CEO

Jacqueline K. Noonan  
President, 2013-2014



michigan municipal league

## *Member Benefits at a Glance*

### **Advocacy of Municipal Issues**

Legislative Advocacy – expert advocacy and dedicated representation at the state and federal levels on municipal issues  
Legislative Committees – member advisory committees help shape League-wide positions on important matters  
Legislative Link E-Newsletter – a weekly rundown of legislative activity  
Inside 208 Blog – timely conversations on legislative and advocacy issues

### **Information**

Inquiry Service – information and custom research on your municipal questions  
Center for 21<sup>st</sup> Century Communities (21c3) – tools to better position your community for the 21<sup>st</sup> century  
*Directory of Michigan Municipal Officials* – annual listing of elected and key appointed city and village officials  
*The Review* – bimonthly magazine geared specifically to the municipal audience  
Wage and Salary Database – searchable database of 143 titles, available to respondents of the annual online survey

### **Educational Opportunities (*member rates apply*)**

Convention and Capital Conference – gain tools to improve your community and receive the latest Lansing updates  
Seminars and workshops – on-site and online training opportunities  
Elected Officials Academy – certification program designed to help elected officials lead in the 21<sup>st</sup> century

### **Documents on the League's Website**

EVIP Resource Page – guidance on how to qualify for EVIP funding  
E-Books, including: *Handbook for Municipal Officials* and *Handbook for General Law Village Officials*  
One-Pager *Plus* Fact Sheets – easy to read summaries of common municipal topics  
Sample contracts, ordinances, policies, resolutions, and Request for Proposals (RFPs)

### **Insurance Programs (*premiums apply*)**

League Workers' Compensation Fund  
League Liability and Property Pool  
League Sponsored BCBSM Program  
Unemployment Compensation Fund

### **Savings and Vendor Services**

Natural Gas Purchasing Program – a program designed to reduce your gas utility costs  
Telecommunications – cut your telecom costs by partnering with Abilita, a telecommunications consulting leader  
U.S. Communities Government Purchasing Alliance – favorable pricing to various products and services  
Business Alliance Program – vendors who provide services to the municipal market

### **Additional League Services (*member rates apply*)**

CDL Drug and Alcohol Testing Consortium – random testing program in accordance with DOT regulations  
Classified Ads – municipal job openings, as well as items for sale, on the League's website  
Consulting Services – draw on the League's expertise for your management consulting needs  
Executive Search Service – recruit the League to facilitate your executive search process  
Legal Defense Fund (LDF) – legal assistance to LDF member municipalities in cases that have statewide impact

Questions? Contact: Holly Ingram, Finance Department; [hingram@mml.org](mailto:hingram@mml.org); (800) M-LEAGUE;

Access the League's Website by visiting [www.mml.org](http://www.mml.org).



michigan municipal league

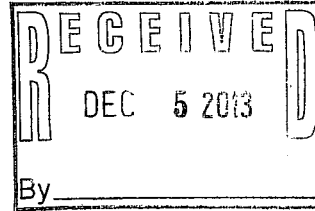
MICHIGAN MUNICIPAL LEAGUE  
MEMBERSHIP RENEWAL INVOICE

2013 - 2014

**Swartz Creek**

Date: 12/01/2013

Membership Period: 02/01/2014 - 01/31/2015



ID: 481

Current Balance

* MML Dues	2,707.00
** Legal Defense Fund	271.00
	<hr/>
	\$2,978.00

**Total Due by February 01, 2014:  
\$2,978.00**

**Please sign, date and return one invoice copy with your payment.**

Make checks payable to the Michigan Municipal League and mail to the address below. Thank you.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\* MML dues include annual subscriptions to *The Review* for your officials at \$12.00 per subscription, which is 50% of the regular subscription rate.

\*\* The Legal Defense Fund is an optional charge. The purpose of the Fund is to provide specialized legal assistance to member municipalities in cases that have significant statewide impact.

**See what the League can do for you by visiting [www.mml.org](http://www.mml.org)**

Michigan Municipal League.  
P.O. Box 7409  
Ann Arbor, MI 48107-7409  
800-653-2483

## Genesee County 2014 Pictometry and Orthoimagery Project Intergovernmental Agreement

### 1.0 INTRODUCTION

The Genesee County 2014 Pictometry and Orthoimagery Project is a coordinated effort to acquire both oblique and orthogonal high-resolution digital aerial imagery for the entire County of Genesee in spring 2014 and 2017. This project includes the use of Geographic Information System (GIS) technology to enable users to see multiple views of every square foot in their jurisdiction with the ability to find, view, analyze, and measure any structure, intersection, alley, property, or other feature. Genesee County, Michigan is leading this partnership in cooperation with multiple county agencies, cities, townships, and government entities to provide current aerial photography and GIS technology throughout the County.

### 1.1 Objective

This agreement between Genesee County and City of Swartz Creek, a partnering organization, defines the Project rights and responsibilities, including identification of project deliverables, authorized usage, cost sharing, and the general implementation schedule associated with the project.

### 1.2 Definitions

- 1.2.1 Partnering Organization – is a City, Township, County Department, or other government entity that enters into a cost share or intergovernmental agreement with Genesee County to help fund, support, and develop the Pictometry and Orthoimagery Project.
- 1.2.2 Outside Agent – is any government entity, public institution, private vendor, consulting firm, not-for-profit organization, or any other outside organization or person not in a partnering organization.
- 1.2.3 Project Representative – is the designated employee or legal representative of a partnering organization who will act as the main point of contact for all Project administrative communications with Genesee County. The project representative should be someone who can make or influence administrative and financial decisions in their organization.
- 1.2.4 Technical Representative – is the designated employee or legal representative of a partnering organization who will assist on all technical matters related to the setup, training, and support of the Pictometry and Orthoimagery Project for their organization.
- 1.2.5 Authorized User – is an employee or legal representative of a partnering organization who uses the Pictometry application software along with its associated imagery on or through authorized workstations for the use of the partnering organization.
- 1.2.6 Authorized Workstation – is a computer or computer network owned and operated by a partnering organization or an explicitly authorized support vendor.
- 1.2.7 Geographic Information System (GIS) – is a computer-based informational unit or network used to map and analyze digital representations of geographic features or events within the County of Genesee.

## 2.0 PROJECT DELIVERABLES

### 2.1 Products

The partnering organization will be entitled to the following products as part of Genesee County's Pictometry and Orthoimagery Project:

- 2.1.1 Orthophotos – means true-color, high-resolution, ortho-rectified, digital aerial imagery taken from an orthogonal (straight-down) perspective. This imagery will cover the ground surface representing the approximate geographic extent of the partnering organization's jurisdiction. This imagery will be stored in an uncompressed TIFF format, represented in the RGB natural color spectrum with a dynamic range of 24 bits with a pixel (picture element) resolution of between 4 and 9 inches.
- 2.1.2 Oblique imagery – means true-color, high-resolution, digital imagery taken from an oblique (angled) perspective. This imagery will include multiple views of the various features located within the approximate geographic extent of the partnering organization's jurisdiction. This imagery will be stored in an uncompressed JPEG format, represented in the RGB natural color spectrum with a dynamic range of 24 bits. This imagery will be obtained with a pixel resolution of between 3 and 9 inches.
- 2.1.3 Electronic Field Study (EFS) software – means Pictometry's proprietary computer desktop visualization tool that allows its users to view aerial imagery and measure distances, heights, perimeters, lengths, widths, and the area of objects within that imagery. This software also offers GIS data integration and search capabilities. The intention of this project is to update this product as required.
- 2.1.4 Pictometry Online (POL) – means the web-based system hosting the aerial imagery and GIS data which can be accessed through a standard web browser on desktop or portable devices.
- 2.1.5 Genesee County's Parcel base map layer – means the GIS compatible digital representation of the partnering organization's tax parcels, which includes parcel identification numbers, property addresses, lot classifications, school districts, and parcel area. This data will be provided by the Genesee County Equalization Department and updated on an annual basis.

### 2.2 Services

The partnering organization will be entitled to the following services as part of Genesee County's Pictometry and Orthoimagery Project:

- 2.2.1 Project Management - The Genesee County GIS Department will be responsible for overall project management and coordination of the 2014 Pictometry and Orthoimagery Project, and will provide the partnering organization with the software, digital imagery, and associated GIS datasets listed in section 2.1 of this agreement.
- 2.2.2 Technical Support - The Genesee County GIS Department will assist a technical representative from the partnering organization with the initial application setup

and provide a limited amount of technical assistance as needed. It will be the responsibility of the technical representative to further disseminate the application throughout their organization. Technical support will be available from the Genesee County GIS Department. Technical support will also be available directly from Pictometry Inc., through email and toll free phone access. The Genesee County GIS Department will establish a fee schedule for additional services including activities such as installation on new or additional computers. The GIS Department will seek to establish and provide a list of local vendors that can provide similar services.

- 2.2.3 Training – Each flight will include a hands-on training session for up to two members of each partnering organization. Also, the Genesee County GIS Department will provide the partnering organization a basic overview/demonstration on the Pictometry application at the time of delivery/installation

### **3.0 AUTHORIZED USAGE**

#### **3.1 Pictometry Products**

The installation and use of the EFS software and the oblique imagery is governed by a license agreement between the Pictometry Corporation and Genesee County. As a condition of using the EFS software and oblique imagery the partnering organization agrees to comply with the following terms:

- 3.1.1 Only authorized users shall use the EFS software and oblique imagery.
- 3.1.2 The EFS software does not require a seat license, which means unlimited use of the software is authorized as long as it is being used for Genesee County or partnering organization business.
- 3.1.3 The EFS software, oblique imagery, and web-based application shall only be installed or used on those computers identified as authorized workstations.
- 3.1.4 The EFS software is for internal use only. Neither partnering organization nor its employees may redistribute this software to any non-partnering organization or individual.

### **4.0 COST SHARE**

The overall cost of the project is expected to be \$422,502. Funding for the project will come from a variety of sources, including Genesee County, the Genesee County Road Commission, the Genesee County Drain Commissioner, Genesee County 911, the Genesee County Land Bank, and all partnering Cities and Townships. The Genesee County Equalization Department will contribute a GIS parcel base map layer to provide for searching for imagery by address. The local communities' portion of the total cost will be calculated after contributions from county-wide participating organizations are subtracted. The remaining balance will then be distributed among the cities and townships according to the level of imagery captured (neighborhood or community) and the 2013 parcel count. Based on the cost share described above, City of Swartz Creek understands that its six-year project cost is expected to be \$3,018.20, and agrees to pay at least the initial pay amount of \$503.03 to Genesee County no later than January 17<sup>th</sup>, 2014.

The partnering organization understands that the cost listed above includes perpetual use of the imagery and six years of software updates for the EFS software. Beyond the first two years, updated parcel data will be provided. Acquisition of new imagery after the six-year term is contingent upon the partnering organization entering into a new or updated agreement with Genesee County.

## **5.0 GENERAL IMPLEMENTATION SCHEDULE**

The EFS software and oblique imagery will be delivered to the partnering organization within 90 days of the acceptance the imagery delivered from the Pictometry Corporation, which is expected to be late Spring of 2014. The six year duration of the license agreement with Pictometry Corporation shall run from the first delivery date involving the oblique imagery. It is anticipated that the project will be reevaluated after two years to determine if adjustments need to be made for the second flight and that a new agreement may need to be established to account for this.

### **SUMMARY**

Prior to project implementation, the partnering organization agrees to establish a project representative and technical representative for their organization and provide contact information for both individuals to the Genesee County GIS Department. The partnering organization understands that Genesee County is not liable for the quality, completeness, or accuracy of any product or any delay in services associated with the Pictometry and Orthoimagery Project and therefore cannot be held accountable. The partnering organization understands that the terms identified in this document regarding use of the Pictometry products constitute a license agreement between the Pictometry Corporation and Genesee County (see attached Pictometry International Corp. General License Terms and Conditions). The partnering organization agrees to all the terms provided in this document and those of the license agreement between the Pictometry Corporation and Genesee County, and understands that any breach of these terms may result in the partnering organization relinquishing its project deliverables without refund and could prevent the partnering organization from further participation with Genesee County in the Pictometry and Orthoimagery project.

This intergovernmental agreement embodies the entire contract between Genesee County and the partnering organization relative to the purchase, installation, and use of all products associated with the Pictometry and Orthoimagery Project for the first two years. Any additions, deletions, or modifications to this agreement must be in writing and signed by both parties.

I hereby authorize City of Swartz Creek to enter into agreement with Genesee County as a partnering organization under the terms in this document, and pursuant to approval by the governing body on (date) \_\_\_\_\_.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

I hereby authorize Genesee County to enter into agreement with City of Swartz Creek under the terms specified in this document:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: Board of Commissioners, Chair

Pursuant to Resolution \_\_\_\_\_.





# ROWE PROFESSIONAL SERVICES COMPANY

*Large Firm Resources. Personal Attention.<sup>sm</sup>*

January 8, 2014

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

RE: 12" Watermain Loop  
Design and Construction Engineering Proposal

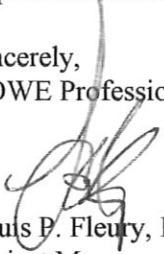
Dear Mr. Zettel:

ROWE Professional Services is pleased to provide the city with a proposal for the above referenced project. Construction will include the placement of approximately 530 feet of 12" watermain from Morrish Road to Miller Road through the city alley and parking lot. This will also eliminate the existing dead-end watermain located west of Fortino's.

Our fee for plan design, specifications, construction permitting, and construction engineering is **\$23,158** (see attached fee breakdown). This fee includes all work necessary to incorporate watermain work with the anticipated paving improvements in the downtown alley and parking lot. Costs associated with easement acquisition are not included in our fee.

ROWE looks forward to another successful project with the city. If you have any questions, concerns or require additional information, please do not hesitate to contact me at (810) 341-7500.

Sincerely,  
ROWE Professional Services Company

  
Louis P. Fleury, P.E.  
Project Manager

Attachment

R:\sdsk\Proj\PROPOSAL\CU\swartz creek\12 inch Watermain revised.doc

**CITY OF SWARTZ CREEK  
WATERMAIN IMPROVEMENTS  
January 8, 2014**

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**Design and Construction Engineering Fee Breakdown**

**A. Design Engineering:**

1. *Field Work* - Provide topographic survey to measure all existing surface features and identify property lines within the project scope.

Topographical Survey	8 hours @ \$145/hour	\$1,160
Research	2 hours @ \$95/hour	\$190
CAD	4 hours @ \$82/hour	\$328
<hr/>		
<i>Design Field Work Subtotal</i>		<i>\$1,678</i>

2. *Plans, Specifications and Estimate* - Develop construction drawings, prepare specifications, provide an engineer's estimate, review final plans with the city staff, submit necessary information to Genesee County Water and Waste Services for required MDEQ and soil erosion control permits.

Project Manager	8 hours @ \$120/hour	\$960
Project Engineer	30 hours @ \$104/hour	\$3,120
<u>Graduate Engineer</u>	<u>50 hours @ \$90/hour</u>	<u>\$4,500</u>
<hr/>		
<i>P, S &amp; E Subtotal</i>		<i>\$8,580</i>

**Design Engineering Total** **\$10,258**

**B. Construction Engineering:**

1. *Construction Observation* - Measure contract quantities, prepare daily reports, prepare record information on utility work, perform sub-base density testing, verify compliance with contract specifications and attend progress meetings.

Engineering Technician	40 hrs/wk x 3 wks @ \$87/hour	\$10,440
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2. *Contract Administration* - Resolve contractor issues, attend progress meetings, process pay estimates, verify work quantities with the contractor, and process the final payment

Project Manager	4 hrs/wk x 4 wks @ \$120/hour	\$1,920
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3. *Record Drawings* – Prepare as-built drawings to reflect construction

Graduate Engineer	6hrs @ \$90/hour	\$540
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**Construction Engineering Total** **\$12,900**

**DESIGN AND CONSTRUCTION ENGINEERING TOTAL** **\$23,158**

January 9, 2014

Per the Fire Department Agreement, by motion of the Fireboard, resolution 121613-04, the Accounting/Clerical Specialist of the Swartz Creek Area Fire Department, is requesting permission to adjust the 2013 Budget line items. Those line items that are over by at least 10% are marked with an \*. Requested adjustments are as follows:

Accounts	Amount	Explanation
From 4704 Staff Salaries	\$2,906.93	
To 4705 Main/Train Salaries*	\$1,251.00	Hall/Truck Duties
To 4727 Office Supplies	\$83.16	Shipping Expense
To 4728 Building Supplies*	\$390.86	Supplies used for minor building maintenance.
To 4850 Communications*	\$449.07	Added internet at Sta 2 in April
To 4960 Education/Training	\$116.88	Training supplies
To 4970 Office Equipment*	\$124.96	Printers & Monitor were replaced & Chief's chair broke
To 4988 Software/Upgrades*	\$491.00	Accounting software provider changed their upgrade requirements. New software needed to be purchased
From 4910 Insurance	\$2,148.13	
To 4703 Social Security	\$384.19	Firefighter salaries went over budget
To 4741 Equipment Supplies*	\$1,763.94	Fuel Costs

Please send confirmation of approval to Accounting/Clerical Specialist, Kim Borse, by Tuesday, January 15<sup>th</sup>, so the adjustments can be included in the fireboard packet.

# FANG UPDATE

To all,

Please see the below listed activity report for the month of December 2013:

On 12-4-13, FANG officers conducted an undercover officer purchase of heroin from a suspect in the city of Flint. Subsequent to the purchase officers arrested the suspect and obtained a search warrant for the residence the suspect came from. Officers seized approximately 12 grams of heroin, 2 grams of crack and a semi-auto handgun. Forfeiture proceedings were initiated on \$285.00. Two suspects were lodged at the Flint City Jail.

On 12-5-13, two FANG officers conducted a methamphetamine investigation presentation to a Montrose High School forensics class.

On 12-5-13, FANG officers executed a search warrant at a massage parlor in the city of Fenton. This originated from an on-going investigation, on two separate occasions undercover officers were solicited to pay for sex acts at the parlor. The massage parlor has been shut down.

On 12-6-13, FANG adopted a Michigan Attorney General case involving a suspect in Flint Twp. being investigated for PWID marijuana. FANG will act as OIC on the case in Genesee County and maintain the property. FANG will realize approx. \$2500.00 in forfeiture adjudicated through the Attorney General's Office.

On 12-9-13, FANG officers performed a knock and talk at suspected marijuana grows in Genesee Twp. A consent search revealed the marijuana plant count was within legal guide lines; however the suspect was well over the useable allowance of processed marijuana. Officers seized approximately 5.5 pounds of marijuana. A warrant request will be submitted to the prosecutor's office for review.

On 12-10-13, FANG officers conducted surveillance on a suspected heroin house in the city of Flint. Officers observed a vehicle come and go from the house making contact with the vehicles occupants a short time later. The driver was found to be in possession of heroin that he had just purchased. The investigation is on-going.

On 12-11-13, FANG officers conducted an undercover officer/confidential informant purchase of heroin from a suspect in a residence in Flint Twp. Subsequent to the buy, officers obtained and executed a search warrant at the residence. Officers seized 2 ounces of heroin, 1 ounce of crack cocaine, vicodin, 3 ounces of processed marijuana, 20 marijuana plants and 2 handguns. Forfeiture proceedings were initiated on \$3942.00. The suspect was lodged in the Genesee County Jail.

On 12-12-13, FANG officers executed a search warrant at a suspected drug house on the eastside of Flint. The female resident at the house was arrested for prostitution and PWID Marijuana. Approximately 16 grams of Marijuana were seized and forfeiture was initiated on \$460.00. The investigation is still on going.

On 12-13-13, FANG officers conducted a controlled purchase of heroin using a Confidential Informant (CI). The CI drove to an address in the City of Flint to meet with an unknown drug dealer. The CI entered the home and made the purchase from the suspect. The purchase was made while under constant surveillance of FANG officers. Intelligence on the suspect was gained after the purchase. Another controlled purchase was made on 12/16/13 and a search warrant was obtained.

On 12-13-13, FANG officers conducted a controlled purchase of heroin using a Confidential Informant (CI). The CI was driven to a meet location in the City of Flint to meet with an unknown drug dealer. The purchase was made while under constant surveillance of FANG officers. Intelligence on the suspect was gained after the purchase, and the investigation is still on going.

On 12-18-13, FANG officers executed a search warrant on a known drug house in the City of Flint. The male suspect and resident of the house was found to be in possession of approximately 4 grams of Heroin. The male was also on probation at the time of the arrest. He was lodged in the Genesee County Jail on PWID heroin charge and Probation Violation. The investigation is still on going.

On 12-19-13, FANG officers performed an undercover officer purchase of marijuana from a suspect in Grand Blanc Twp. Undercover officers had contacted the suspect via a Craigslist ad for medical marijuana. Officers conducted surveillance on the suspect after the deal. The investigation is on-going.

As side note, I will be out of the office until January 6<sup>th</sup>, 2014, during my absence, D/Lt. Jerry Fowler will be the acting Section Commander. He can be reached at the FANG office or on his cell at 810-955-2351.

Thanks to all of you for your continued support in 2013 and I look forward to working with all of you in 2014. Have a safe and Happy New Year.

Pat

D/F/Lt. Patrick Richard  
Section Commander-Flint Area Narcotics Group  
Third District Headquarters  
Michigan State Police  
Mailing Address:  
F.A.N.G.  
PO Box 614  
Grand Blanc, Mi 48480  
Office: 810-233-3689  
Cell: 616-260-8583  
FAX: 810-233-7119  
[richardp@michigan.gov](mailto:richardp@michigan.gov)

“A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY”



Genesee County Metropolitan Planning Commission  
Technical Advisory Committee (TAC)

Genesee County Administration Building  
GCMPC Conference Room  
1101 Beach Street, Room 223  
Flint, Michigan

**Thursday, January 9, 2014**  
**1:30 P.M.**

**A-G-E-N-D-A**

- I. Call to Order
- II. Roll Call
- III. Minutes
  - \*\*\*A. Minutes of the December 5, 2013, Regular Meeting (attached)
- IV. Old Business
- V. New Business
  - A. MDOT National Functional Classification (NFC) Statewide Review (presentation)
  - \*\*\*B. Transportation Improvement Program (TIP) FY 2014-2017 Amendment #1 (to be distributed)
  - \*\*\*C. 2040 Long Range Transportation Plan Timeline Extension (attached)
  - \*\*\*D. 2035 Long Range Transportation Plan (LRTP) Reaffirmation (attached)
  - \*\*\*E. Federal Highway Administration (FHWA) Designation of Primary Freight Network Comment Period (attached)
- VI. Other Business
- VII. Announcements

AN EQUAL OPPORTUNITY ORGANIZATION

VIII. Adjournment

\*\*\* Action Item

**NEXT MEETING – February 6, 2014**

**TECHNICAL ADVISORY COMMITTEE MEETING  
MINUTES  
December 5, 2013**

The Technical Advisory Committee met at 1:30 p.m. on Thursday, December 5, 2013, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

**I. CALL TO ORDER**

Chairperson Benning was absent and also the Vice-Chairperson and Secretary were absent. Fred Peivandi from the Genesee County Road Commission filled in as the Chairperson for the December 5<sup>th</sup> TAC meeting.

 **II. Roll Call**


**Present:** Andrea Dewey, Annette Shelton, Brandon Wilcox, David Guigear, Derek Bradshaw, Fred Peivandi, Jakki Sidge, Larry Green, Michael Pifer, Robert Cole, Robert Johnson, Steven Fuhr, Tom Darnell and Tom Svrcek.

**Absent/Excused:** Bonnie Mathis, Bryon Vowell, Chris Gehringer, Chuck Melki, David Arceo, David Dorr, David Tatrow, Dennis Bow, Donna Archambault, Ed Benning, Eileen Kerr, Eric Wiederhold, Frank Crosby, Jay Reithel, John Barsalou, Joseph Madore, Kay Muhammad, Kurt Soper, Lynn Markland, Mark Emmendorfer, Mary Ann Price, Michael Hart, Micki Hoffman, Paul Brake, Paul Zelenak, Pete Wingblad, Randy Taylor, Rian Birchmeier and Shirley Kautman-Jones.

**Others Present:** Mary Ann Ketels, Pam Boyd, Jason Nordberg, Sharon Gregory, Jennifer Skutt and Alberta Gunsell.

**III. MINUTES**

 **A. Minutes of the November 7, 2013, Regular Meeting**

 **Motion:** **Action:** Approve, **Moved by** David Guigear, **Seconded by** Larry Green, to approve the minutes of the November 7, 2013 regular meeting as presented.


Motion passed unanimously.



#### IV. OLD BUSINESS

##### Pavement Management Technical Report

Ms. Gregory reviewed the report and advised the Committee of some of the comments that were received and the changes that were made to incorporate these comments into the plan.

 **Motion: Action:** Approve, **Moved by** Andrea Dewey, **Seconded by** Tom Svrcek, to recommend approval to the Metropolitan Alliance for the Pavement Management Technical Report.

Motion passed unanimously.

Andrea Dewey, Brandon Wilcox, Pam Boyd and Derek Bradshaw enter the meeting at 1:42p.m.

##### B. Boundaries (ACUBs)

Ms. Gregory stated the Federal Highway Administration approved the proposed ACUBs on October 31, 2013.

##### C. Preliminary Engineering (PE) and Construction Engineering (CE) Conflict of Interest Meeting Summary

Mr. Nordberg gave a summary of the meeting that was held on November 19, 2013 with Mark Harbison from MDOT and various members of TAC regarding the use of federal transportation funds and PE and CE conflict of interest. Discussion ensued.

##### V. NEW BUSINESS

There was no New Business.

##### VI. OTHER BUSINESS

There was no Other Business

##### VII. ANNOUNCEMENTS

Tom Svrcek stated that Swartz Creek has a new Taco Bell and it is now open. The Taco Bell is a new design and is the first in the state with this design.

Andrea Dewey stated that the Primary Freight Network has been released and FHWA is receiving comments until January 17<sup>th</sup>. She wanted to make the committee aware that funding for roads may be tied to this plan and I-69 is not in the plan. I-69 is excluded from this network from Kalamazoo to Port Huron. This area might want to weigh in on this exclusion because Port Huron is such a large trade crossing. Mr. Bradshaw stated that GCMPC will look at the Primary

Freight Network will get the information on the comment process. There will probably be comments from different levels to that process. Staff will get the process out to the local units.

Brandon Wilcox stated that MDOT has received information from FHWA that the 2014-2017 STIP was approved. MDOT is working with the MPO to get the job numbers and get everything processed.

Jakki Sidge stated that the wooden bridge is done.

Mr. Bradshaw stated Sharon Gregory has been promoted to Planner III and we have two new staff starting this year and a third planner possibly this year also.

 **VIII. ADJOURNMENT**

Acting Chairperson Peivandi adjourned the meeting at 2:17 p.m.

Alberta Gunsell, Secretary  
Genesee County Metropolitan Planning Commission

DRAFT



## MEMORANDUM

**TO:** Members of the Technical Advisory Committee

**FROM:** Jacob Maurer, Planner I  
Genesee County Metropolitan Planning Commission

**DATE:** January 9, 2014

**SUBJECT:** 2040 Long Range Transportation Plan Timeline Extension

Due to low staffing levels in 2013 the development of the 2040 Long Range Transportation Plan is behind schedule. In December 2013 staff met with Michigan Department of Transportation (MDOT) and Federal Highway Administration (FHWA) representatives to discuss extending the development of the 2040 LRTP into 2015. Both MDOT and FHWA representatives agreed that this would be a good idea given the circumstances. As of January 2014 GCMPC has three new planners on staff that are working in the transportation division and will be focusing on the development of the LRTP. The attached timeline was developed to accommodate for the training of the new staff at the beginning of the year and to be able to have a draft of the plan completed in time for our Federal Certification Review at the end of the year.

At this time staff is requesting that the Technical Advisory Committee (TAC) provide a recommendation of approval to the Metropolitan Alliance for the attached 2040 LRTP Development Timeline extending plan development into 2015.

AN EQUAL OPPORTUNITY ORGANIZATION

Draft 2040 LRTP Development Schedule Jan 2013	2013												2014												2015							
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	
Bridges						I	D	A	D	A																						
Complete Streets														I	D	A	D	A														
Congestion Mgmt (CMP) and Projects																I	CFP	D	A	D	A											
Deficiency Identification - CMP																I	D	A	D	A												
Coordinated Plan																I	D	A	D	A												
Environmental Justice																			I	D	A	D	A									
Env. Mitigation and Consultation																			I	D	A	D	A									
Financial Summary					I	D	A												I	D	A	D	A									
ITS														I	D	A	D	A														
Intermodal Freight																I	D	A	D	A												
Land Use, Scenario Plng, Sustainability																			I	D	A	D	A									
Population Projections					I	D	A	D	A																							
Employment Projections																D	A	D	A													
Non-Motorized															I	D	A	D	A													
Pavement								I	D	A	D	A																				
Public Participation					KPM	KPI													PPI									D	APP			
Federal Requirements Monitoring																				I	D	A	D	A								
Safety						I	D	A	D	A					A	D	A															
Survey					I	D	A																									
Transportation Model Update																																
Transportation Model Report																				I	D	A	D	A								
Transit																				I	D	A	D	A								
Performance Measures																					I	D	A	D	A							
Summary Document																					I	D	A	D	A							
L RTPSC Meetings																																

I = Intro; D = Draft; A = Approval; R = Results

- Projected LRTP Budget
- LRTP Steering Committee
- TAC & Metropolitan Alliance
- Public Meeting Kick-Off
- Public Input Kick-Off
- Project Level Public Input
- Public Hearing & Approval
- Call for Projects

D	A		
I	D	A	R
D	A		
KPM			
KPI			
PPI			
APP			
CFP			

- LRTP Items Completed to Date:
- Kickoff Notice, Meetings, and Events
  - Bridge Technical Report
  - Pavement Technical Report
  - Population Projections
  - Transportation Survey
  - Financial Summary Phase 1
  - Safety Technical Report

Report Due Dates - 1st Draft to LRTP Committee	Feb	March	April	May	June	July	Aug	Sept	Feb 2015 Approval
Employment Projections									
ITS									
Complete Streets Deficiency ID									
Freight Transit									
Coordinated Plan Non-Motorized Model Report Call for Projects									
PPL CMP and Projects									
EJ Env. Mit. and Consult. Financial Summary Landuse Fed. Req. Monitoring Summary Document Performance Measures									



## MEMORANDUM

**TO:** Members of the Technical Advisory Committee

**FROM:** Shane Kelley, Planner I  
Genesee County Metropolitan Planning Commission

**DATE:** January 9, 2014

**SUBJECT:** 2035 Long Range Transportation Plan (LRTP) Reaffirmation

The current Genesee County 2035 Long Range Transportation Plan (LRTP) will expire on July 22, 2014. Genesee County must reaffirm the 2035 LRTP to assure there is a valid LRTP in place at all times. Staff has reviewed the 2035 LRTP and found that the analysis and recommendations of the plan are still valid and applicable for our county at this time. The reaffirmation of the 2035 LRTP will be in effect until July 22, 2015, when staff anticipates the 2040 LRTP will be ready for approval. A resolution for this request is attached.

At this time, staff is requesting that the Technical Advisory Committee (TAC) recommend approval to the Metropolitan Alliance to reaffirm the 2035 LRTP through July 22, 2015.

AN EQUAL OPPORTUNITY ORGANIZATION

**RESOLUTION APPROVING THE REAFFIRMATION OF THE  
GENESEE COUNTY 2035 LONG RANGE TRANSPORTATION PLAN**

**WHEREAS**, the Genesee County Metropolitan Alliance (METRO) is the designated policy committee and Metropolitan Planning Organization (MPO) for the Flint-Genesee County Transportation Planning Study Area, and

**WHEREAS**, the Genesee County 2035 Long Range Transportation Plan has a planning horizon of 20 years and this plan can be amended periodically upon request with the appropriate documentation supporting such a request, and

**WHEREAS**, the Genesee County 2035 Long Range Transportation Plan was adopted by the Genesee County Metropolitan Alliance on July 22, 2009, and

**WHEREAS**, the Genesee County 2035 Long Range Transportation Plan must be updated at least every four years to confirm its validity and consistency with current and forecast trends and to extend the planning horizon if necessary, and

**WHEREAS**, the Genesee County Metropolitan Planning Commission has reviewed the population and employment forecasts for 2035 and find that they are still valid, and

**WHEREAS**, the Genesee County Metropolitan Planning Commission has reviewed the travel forecasts, capacity deficiencies, and the proposed improvements in the Genesee County 2035 Long Range Transportation Plan and find that they are still valid, and

**NOW THEREFORE BE IT RESOLVED**, the Genesee County Metropolitan Alliance affirms validity of the Genesee County 2035 Long Range Transportation Plan until July 22, 2015.

\_\_\_\_\_  
Robert Johnson, Chairperson  
Metropolitan Alliance

**DATE:** \_\_\_\_\_



## MEMORANDUM

**TO:** Members of the Technical Advisory Committee

**FROM:** Damon Fortney, Planner I  
Genesee County Metropolitan Planning Commission

**DATE:** January 9, 2014

**SUBJECT:** Federal Highway Administration (FHWA) Designation of Primary Freight Network Comment Period (attached)

Attached is a section of the Federal Register announcing the comment period for the proposed designation of the highway Primary Freight Network (PFN). The attached map shows the proposed PFN for the State of Michigan that is currently out for review and comment until January 17, 2014. As you can see the I-69 corridor has been excluded from the proposed 27,000 miles of PFN. While funding is not currently tied to the PFN, the designation was established by Moving Ahead for Progress in the 21st Century (MAP-21) to identify the most critical roadway to the movement of freight, and funding will most likely be tied to the designation in the future. Staff feels this is an extremely critical freight corridor with its connections to I-75, I-94, US-23, Bishop International Airport, and the Blue Water Bridge International Border Crossing and that it should be included as part of the PFN.

A small section of I-75 near Flint is identified as part of the PFN; however, there is a gap in the PFN network from I-75 to Metro Detroit. FHWA has realized this gap in continuity and has listed this section as part of the Comprehensive PFN but it is not identified as part of the 27,000 miles of PFN nationwide. Staff feels that this section of I-75 should be included as part of the PFN as it is an important intermodal connection between Flint and Detroit and that it provides continuity to the PFN.

AN EQUAL OPPORTUNITY ORGANIZATION

Staff is requesting that the Technical Advisory Committee provide a recommendation to the Metropolitan Alliance to submit a request in response to the Primary Freight Network Comment Period to add the I-69 (between Lansing and the Blue Water Bridge) and I-75 (Between Flint and Detroit) segments to the PFN.



NAFTA Implementation Act. Provision of the information requested above is voluntary; however, failure to provide the information will preclude your consideration as a candidate for the NAFTA Chapter 19 roster. This information is maintained in a system of records entitled "Dispute Settlement Panelists Roster." Notice regarding this system of records was published in the **Federal Register** on November 30, 2001. The information provided is needed, and will be used by USTR, other federal government trade policy officials concerned with NAFTA dispute settlement, and officials of the other NAFTA Parties to select well-qualified individuals for inclusion on the Chapter 19 roster and for service on Chapter 19 binational panels.

**Juan Millan,**

*Assistant United States Trade Representative for Monitoring and Enforcement.*

[FR Doc. 2013-27552 Filed 11-18-13; 8:45 am]

BILLING CODE 3290-F4-P

**DEPARTMENT OF TRANSPORTATION**

**Federal Highway Administration**

[Docket No. FHWA-2013-0050]

**Designation of the Primary Freight Network**

**AGENCY:** Federal Highway Administration (FHWA), DOT.

**ACTION:** Notice; Request for Comments.

**SUMMARY:** This notice publishes the draft initial designation of the highway Primary Freight Network (PFN), which is established by the Secretary of Transportation as required by 23 U.S.C. 167(d), and provides information about designation of Critical Rural Freight Corridors (CRFC), which are designated by the States, and establishment of the National Freight Network (NFN), which combines the two, along with the portions of the Interstate System not designated as part of the highway PFN. This notice also solicits comments on the draft initial designation of the highway PFN and other critical aspects of the NFN. A notice published in the **Federal Register** on February 6, 2013 (78 FR 8686), introduced the process for designation of the highway PFN, NFN, and CRFCs.

**DATES:** Comments must be received on or before December 19, 2013.

**ADDRESSES:** To ensure that you do not duplicate your docket submissions, please submit them by only one of the following means:

- *Federal eRulemaking Portal:* Go to <http://www.regulations.gov> and follow

the online instructions for submitting comments.

- *Mail:* Docket Management Facility, U.S. Department of Transportation, 1200 New Jersey Ave. SE., W12-140, Washington, DC 20590-0001.

- *Hand Delivery:* West Building Ground Floor, Room W12-140, 1200 New Jersey Ave. SE., between 9 a.m. and 5 p.m., Monday through Friday, except Federal holidays. The telephone number is (202) 366-9329.

- *Instructions:* You must include the agency name and docket number at the beginning of your comments. All comments received will be posted without change to <http://www.regulations.gov>, including any personal information provided.

**FOR FURTHER INFORMATION CONTACT:** For questions about this program, contact Ed Strocko, FHWA Office of Freight Management and Operations, (202) 366-2997, or by email at [Ed.Strocko@dot.gov](mailto:Ed.Strocko@dot.gov). For legal questions, please contact Michael Harkins, FHWA Office of the Chief Counsel, (202) 366-4928, or by email at [Michael.Harkins@dot.gov](mailto:Michael.Harkins@dot.gov). Business hours for the FHWA are from 8:00 a.m. to 4:30 p.m., e.t., Monday through Friday, except Federal holidays.

**SUPPLEMENTARY INFORMATION:**

**Electronic Access**

You may retrieve a copy of the notice through the Federal eRulemaking portal at: <http://www.regulations.gov>. The Web site is available 24 hours each day, every day of the year. Electronic submission and retrieval help and guidelines are available under the help section of the Web site. An electronic copy of this document may also be downloaded from Office of the Federal Register's home page at: [http://www.archives.gov/federal\\_register](http://www.archives.gov/federal_register) and the Government Printing Office's Web page at: <http://www.gpoaccess.gov>.

**Background**

Section 167(c) of title 23 United States Code (U.S.C.), created by Section 1115 of the Moving Ahead for Progress in the 21st Century Act (MAP-21), directs the Secretary to establish a NFN to assist States in strategically directing resources toward improved system performance for efficient movement of freight on the highway portion of the Nation's freight transportation system, including the National Highway System (NHS), freight intermodal connectors, and aerotropolis transportation systems. The U.S. Department of Transportation (DOT) approaches this with a full understanding that with regard to surface freight transportation, significant tonnage moves over rail,

water, and pipeline networks and that this highway PFN designation does not fully reflect those aspects of the U.S. freight system.

Under 23 U.S.C. 167(c), the NFN will consist of three components: the highway PFN, the portions of the Interstate System not designated as part of the highway PFN, and CRFCs, which are designated by the States.

Congress limited the highway PFN to not more than 27,000 centerline miles of existing roadways that are most critical to the movement of freight. Congress allowed an additional 3,000 centerline miles (that may include existing or planned roads) critical to the future efficient movement of goods on the highway PFN.

Congress instructed DOT to base the highway PFN on an inventory of national freight volume conducted by the FHWA Administrator, in consultation with stakeholders, including system users, transport providers, and States. Congress defined eight factors to consider in designating the highway PFN.

The eight factors are:

1. Origins and destinations of freight movement in the United States;
2. Total freight tonnage and value of freight moved by highways;
3. Percentage of annual average daily truck traffic in the annual average daily traffic on principal arterials;
4. Annual average daily truck traffic on principal arterials;
5. Land and maritime ports of entry;
6. Access to energy exploration, development, installation, or production areas;
7. Population centers; and
8. Network connectivity.

**Purpose of the Notice**

The purpose of this notice is to publish the draft initial designation of the highway PFN as required by 23 U.S.C. 167(d), provide information regarding State designation of CRFCs and the establishment of the complete NFN, and to solicit comments on aspects of the NFN. The five areas for comment are: (1) Specific route deletions, additions, or modifications to the draft initial designation of the highway PFN contained in this notice; (2) the methodology for achieving a 27,000-mile final designation; (3) how the NFN and its components could be used by freight stakeholders in the future; (4) how the NFN may fit into a multimodal National Freight System; and (5) suggestions for an urban-area route designation process.

### Limitations and Considerations for Primary Freight Network Development

The process of developing a highway PFN that reflects the criteria for consideration identified by Congress and which results in a network limited to only 27,000 centerline miles of roads is highly complex. After careful consideration, DOT determined that the multitude of factors combined with the mileage cap does not yield a network that is representative of the most critical highway elements of national freight system that exists in the United States. For example, the effort to link qualifying segments to achieve a contiguous network, and to ensure sufficient connections to Mexico and Canada, requires the additional designation of thousands of miles. This reduces the number of miles left for qualifying segments and necessitates raising the qualifying threshold for level of volume, value, tonnage or other factors. In addition, DOT discovered the following challenges in designating the network required by MAP-21.

#### *Application of the Primary Freight Network*

The lack of a stated application for the highway PFN and NFN introduces uncertainty into the designation process. Without a better understanding of the goals for the highway PFN, it was challenging to weight the factors for designation relative to one another and to gauge whether the resulting network would meet future public planning and investment needs. Each individual criterion yields different network coverage when compared to the simulations for the other factors. For example, a map that shows the top roads by percentage of truck traffic and a map that shows the top roads by average annual daily truck traffic yields very different results. The aggregation of all these factors results in a map that is difficult to limit to 27,000 miles without some significant prioritization of the many factors and their cut-off points. With no clear optimal solution, additional input from stakeholders is critical to prioritizing the miles to achieve a 27,000-mile designation.

#### *Centerline Versus Corridor Approach*

Limiting the highway PFN to 27,000 centerline miles, as required by 23 U.S.C. 167(d), excludes many freight-significant Interstate and NHS routes throughout the country. In 2008, DOT

looked at the question of critical U.S. freight routes as part of the Freight Story 2008<sup>1</sup> report and developed a multimodal, corridor-based map. This approach allowed for the inclusion of more than one vital route in a congested region. By contrast, the statutory language in MAP-21 clearly directs DOT to use centerline roadway miles for the development of the NFN, which does not necessarily allow for the designation of multiple routes in a region that comprise an active and fluid highway freight system. The DOT suggests that corridor-level analysis and investment has the potential for widespread freight benefits, and can improve the performance and efficiency of the highway PFN.

#### *Limitations of National Data*

The data utilized for the development of the draft initial highway PFN comprises the best information available on freight behavior at a national level. Nevertheless, national data is not sufficient to understand fully the behavior of freight in smaller subsets of the Nation, to include goods movement in urban areas. Urban areas of 200,000 and above include a freight-generating population and in most cases, are the site of significant freight facilities where highway freight intersects with other modes—at rail yards, ports, and major airports. These “first and last mile” connections, which are also represented in rural areas, do not always show up well in data sets.

#### *Lack of Consideration for Critical Urban Freight Routes in the National Freight Network*

The DOT recognizes that many highway freight bottlenecks and chokepoints are located in urban areas and at first and last mile connectors, making urban areas critical to the efficiency of domestic and international supply chains. Although Federal law provides a mechanism to enable connectivity to critical freight “last mile” origins and destinations in rural areas through CRFC designation, which are designated by the States, the NFN language in 23 U.S.C. 167(d) lacks a parallel process for designating critical urban freight routes to address the need for connectivity to urban areas. Urban area mileage may only be included in the NFN if it qualifies as a highway PFN route or if it is an Interstate System route. Given the lack of precision of

national data at the urban level, DOT believes there is merit in establishing a process for local, regional, or State government entities to designate critical urban freight routes that are important for freight movement to, from, and through an urban area, but which were not apparent through analysis of the national-level data.

Using national data, DOT included in the highway PFN designation connectivity to urban areas over 200,000 in population with major freight transfer facilities. However, DOT recognizes that cities, Metropolitan Planning Organizations, and State Departments of Transportation (State DOTs) are best positioned to understand the complexities of freight movement in individual urban areas, including current freight movement patterns, and plans or projections for shifts in freight movement within the urban areas. The DOT strongly urges these agencies to act in partnership to reach out to freight facility owners and operators to: (1) Review and provide comments to DOT on the inclusion of these and other facilities in the highway PFN; (2) consider inclusion of these facilities in State and Metropolitan Freight Plans; (3) provide comments and suggestions to DOT for a metropolitan area process similar to the CRFC designation for critical urban freight routes; (4) undertake a metropolitan area process similar to the CRFC designation for critical urban freight routes; and (5) jointly identify for DOT more precise data that could be used in the identification of critical urban freight routes.

#### **Process for Designating the Draft Initial Primary Freight Network**

In undertaking the highway PFN analysis, DOT developed multiple scenarios to identify a network that represents the most critical highway portions of the United States freight system. The DOT welcomes comment on the following methodology.

#### *Highway Primary Freight Network Data Sources*

The draft initial highway PFN was informed by measurable and objective national data. In performing the analysis that led to development of the draft initial highway PFN, FHWA considered the following criteria and data sources, which are further described at the following Web locations:

<sup>1</sup> Publication: FHWA-HOP-08-051, available at [http://www.ops.fhwa.dot.gov/freight/freight\\_analysis/freight\\_story/index.htm](http://www.ops.fhwa.dot.gov/freight/freight_analysis/freight_story/index.htm).

Factor	Data source
Origins/destinations of freight movements .....	FHWA Freight Analysis Framework (FAF) 3.4 <a href="http://www.ops.fhwa.dot.gov/freight/freight_analysis/faf/">http://www.ops.fhwa.dot.gov/freight/freight_analysis/faf/</a> .
Freight tonnage and value by highways .....	FAF 3.4 <a href="http://www.ops.fhwa.dot.gov/freight/freight_analysis/faf/">http://www.ops.fhwa.dot.gov/freight/freight_analysis/faf/</a> .
Percentage of Average Annual Daily Truck Traffic (AADTT) on principal arterials.	FHWA Highway Performance Monitoring System (HPMS) 2011 AADTT <a href="http://www.fhwa.dot.gov/policyinformation/hpms.cfm">http://www.fhwa.dot.gov/policyinformation/hpms.cfm</a> .
AADTT on principal arterials .....	HPMS 2011 AADTT <a href="http://www.fhwa.dot.gov/policyinformation/hpms.cfm">http://www.fhwa.dot.gov/policyinformation/hpms.cfm</a> .
Land & maritime ports of entry .....	U.S. Department of Transportation Maritime Administration (MARAD) Containers by U.S. Customs Ports <a href="http://www.marad.dot.gov/documents/Container_by_US_Customs_Ports.xls">http://www.marad.dot.gov/documents/Container_by_US_Customs_Ports.xls</a> .
Airports .....	DOT Bureau of Transportation Statistics (BTS) Transborder data <a href="http://www.bts.gov/programs/international/transborder/TBDR_QuickSearch.html">http://www.bts.gov/programs/international/transborder/TBDR_QuickSearch.html</a> . U.S. Army Corps, Navigation Data Center, special request, October 2012 via BTS. Federal Aviation Administration (FAA) CT 2011 Cargo Airports by Landed Weight <a href="http://www.faa.gov/airports/planning_capacity/passenger_allcargo_stats/passenger/media/cy11_cargo.xlsx">http://www.faa.gov/airports/planning_capacity/passenger_allcargo_stats/passenger/media/cy11_cargo.xlsx</a> . FAA Aeronautical Information Services—Airport Database in the National Transportation Atlas Database (NTAD) 2013 <a href="http://www.bts.gov/programs/geographic_information_services/">www.bts.gov/programs/geographic_information_services/</a> .
Access to energy exploration, development, installation or production areas.	United States Energy Information Administration Data <a href="http://www.eia.gov/pub/oil_gas/natural_gas/analysis_publications/maps/maps.htm#geodata">http://www.eia.gov/pub/oil_gas/natural_gas/analysis_publications/maps/maps.htm#geodata</a> . Pennwell Mapsearch data via Pipeline and Hazardous Materials Safety Administration (PHMSA) <a href="http://www.mapsearch.com">http://www.mapsearch.com</a> . Pennwell Mapsearch data via PHMSA <a href="http://www.mapsearch.com">http://www.mapsearch.com</a> . Pennwell Mapsearch data via PHMSA <a href="http://www.mapsearch.com">http://www.mapsearch.com</a> .
Population centers .....	2010 Census <a href="http://www.census.gov/cgi-bin/geo/shapefiles2012/main">http://www.census.gov/cgi-bin/geo/shapefiles2012/main</a> .
Network connectivity .....	FAF 3.4 <a href="http://www.ops.fhwa.dot.gov/freight/freight_analysis/faf/">http://www.ops.fhwa.dot.gov/freight/freight_analysis/faf/</a> . FHWA National Highway Planning Network (NHPN) Version 11.09 <a href="http://www.fhwa.dot.gov/planning/processes/tools/nhpn/">http://www.fhwa.dot.gov/planning/processes/tools/nhpn/</a> .
National Highway System Freight Intermodal Connectors	FHWA National Highway System Intermodal Connectors <a href="http://www.fhwa.dot.gov/planning/national_highway_system/intermodal_connectors/">http://www.fhwa.dot.gov/planning/national_highway_system/intermodal_connectors/</a> .
Railroads .....	Federal Railroad Administration analysis of Rail Inc Centralized Station Master data <a href="https://www.railinc.com/rportal/29">https://www.railinc.com/rportal/29</a> .
Origin and destination pairs .....	FAF 3.4 <a href="http://www.ops.fhwa.dot.gov/freight/freight_analysis/faf/">http://www.ops.fhwa.dot.gov/freight/freight_analysis/faf/</a> .

*Draft Initial Primary Freight Network Methodology*

The methodology employed by DOT in developing a draft initial highway PFN included the following steps:

(1) The Freight Analysis Framework (FAF) and Highway Performance Monitoring System (HPMS) data sets were engaged to yield the top 20,000 miles of road segments that qualify in two of the following four factors: Value of freight moved by highway, tonnage of freight moved by highway, annual average daily truck traffic (AADTT) on principal arterials, and percentage of AADTT in the annual average daily traffic on principal arterials.

(2) Segments identified in Step #1 and gaps between segments were analyzed for network connectivity purposes. A network was created by connecting segments if the gap between segments was equal to or less than 440 miles (440 miles being the distance a truck could travel in 1 day). A segment was eliminated if it was less than one-tenth of the length of the nearest qualifying segment on the highway PFN.

(3) Land ports of entry with truck traffic higher than 75,000 trucks per year were identified. These land ports of entry were then connected to the network created in Steps #1 and #2.

(4) The NHS Freight Intermodal Connectors within urban areas with a population of 200,000 or more were identified.<sup>2</sup> The NHS Freight Intermodal Connectors included any connectors that had been categorized as connecting to a freight rail terminal, port, or pipeline. In addition, these NHS Freight Intermodal Connectors included routes to the top 50 airports by landed weight of all cargo operations. These 50 airports represent 89 percent of the landed weight of all cargo operations in the United States. The NHS Freight Intermodal Connectors were connected back to the network created in Steps #1 and #2 along the route with the highest AADTT using HPMS.

(5) Road segments within urban areas with a population of 200,000 or more that have an AADTT of 8,500 trucks/day or more were identified.<sup>3</sup> Segments were connected to the network established in Steps #1 and #2 if they were equal to or greater than one-tenth of the length of the nearest qualifying segment on the highway PFN. Those segments not meeting this rule were removed as they were more likely to

<sup>2</sup> Due to the timing of the highway PFN analysis DOT chose to use the Census defined urban areas (UZAs) rather than the adjusted UZAs that may be modified by states until June 2014.

<sup>3</sup> Ibid.

represent discrete local truck movement activity unrelated to the national system.

(6) The network was analyzed to determine the relationship to population centers, origins and destinations, maritime ports, airports, and rail yards. Minor network connectivity adjustments were incorporated into the network.

(7) The road systems in Alaska, Hawaii, and Puerto Rico, were analyzed using HPMS data. These routes would not otherwise qualify under a connected network model but play a critical role in the movement of products from the agriculture and energy sectors, as well as international import/export functions for their States and urban areas. Roads connecting key ports to population centers were incorporated into the draft initial highway PFN.

(8) The network was analyzed to determine the relationship to energy exploration, development, installation, or production areas. Since the data points for the energy sector are scattered around the United States, often in rural areas, and because some of the related freight may move by barge or other maritime vessel, rail, or even pipeline, DOT did not presume a truck freight correlation, electing instead to leave this to the expert consideration of States

through the designation of the CRFCs or comments to the draft initial designation of the highway PFN.

#### Outcome

This methodology resulted in a comprehensive map of 41,518 centerline miles, including 37,436 centerline miles of Interstate and 4,082 centerline miles of non-Interstate roads.<sup>4</sup> Since the statute limits the highway PFN to 27,000 centerline miles, the DOT then identified those segments with the highest AADTT. These road segments represented on the draft highway PFN map comprise 26,966 miles of centerline roads that reflect consideration of the criteria offered by Congress. This draft highway PFN results in an unconnected network with major gaps in the system, including components of the global and domestic supply chains. The DOT acknowledges that this 27,000-mile highway PFN does not meet the statutory criterion for network connectivity and would appreciate feedback on the importance of designating a connected highway PFN compared to achieving the connectivity with the addition of the Interstate routes in the designation of the NFN. Furthermore, we offer the comprehensive 41,518-mile map to elicit suggestions as to how to proceed to a final designation of 27,000 miles.

The DOT notes that goods movement occurs in a very fluid environment and during the drafting of MAP-21, Congress did not have access to the latest data on freight movement. As a point of comparison, the DOT took the major freight corridors map that was originally developed for Freight Story 2008 and ran an analysis in the spring of 2013 to see how that map would look using current data. This effort was done internally as part of the work to develop the highway PFN. The Freight Story 2008 map contained 27,500 miles of roads (26,000 miles based on truck data and parallel intermodal rail lines and 1,500 miles representing goods movement on parallel major bulk rail lines or waterways). Using the same methodology with 2011 HPMS and rail data, the mileage based solely on the truck and intermodal rail data grew to over 31,000 miles of roads, not including consideration of growth in

<sup>4</sup> Commenters should note the 2011 HPMS database and the current FAF database differ in the delineation and exact geo-location of the NHS system. This may result in 1%–2% plus/minus variation on the total mileage because the mileage is based on the geospatial network and actual mileage reported by States may vary due to vertical and horizontal curves that are not always accurate in GIS databases. The DOT will look to integrate the 2011 HPMS database with the FAF database to reduce variation in future iterations.

other freight modes on parallel major bulk rail lines or waterways.

#### Additional Miles on the Primary Freight Network

The Secretary of Transportation, under Section 167 of title 23, U.S.C., may increase the highway PFN by up to 3,000 centerline miles above the 27,000-mile limit, to accommodate existing or planned roads critical to future efficient movement of goods on the highway PFN.

In the February 6, 2013, notice describing the planned process for the designation of the NFN, DOT outlined a process for determining facilities to be included in these additional 3,000 miles. The DOT indicated that in determining whether a route is critical to the future efficient movement of goods on the highway PFN, the Secretary will consider the factors identified for the designation of the highway PFN as well as one or more additional factors.

In the draft initial designation of the highway PFN, DOT focused on freight routes critical to the current movement of freight. The Department is aware of emerging freight routes that will be critical to the future efficient movement of goods and believes there is value in expanding the highway PFN in the future to reflect these routes as the Nation grows.

#### Draft Initial Primary Freight Network Designation

The DOT has posted the details of the draft initial highway PFN, including the 26,966-mile draft highway PFN map, the 41,518-mile comprehensive map, State maps and lists of designated routes, tables of mileage by State, and information regarding intermodal connectors and border crossings at: <http://ops.fhwa.dot.gov/freight/infrastructure/nfn/index.htm>.

As previously noted, the statute places a cap on the designation of the highway PFN at 27,000 centerline miles. The tables and maps on the above Web site show a 41,518 mile connected network that DOT would prefer to designate if it were not constrained to 27,000 miles by the statute. The 27,000-mile subset shown in the map is only one option of many that DOT could choose to designate as the highway PFN. The DOT seeks comments on the routes identified in the draft initial highway PFN of 26,966 miles, including the specific identification of roadways that freight partners and stakeholders believe should be included or removed. In submitting comments relating to the deletion, addition or modification of roadways included in this draft highway

PFN, commenters should provide information that addresses how the roadway relates to the factors identified above and in 23 U.S.C. 167(d).

Further, DOT welcomes comments on the proposed approach and methodology to achieve a 27,000 mile network, considering such questions as: Connectivity; the treatment of urban area mileage and the concept of a critical urban freight corridor process; inclusion of border crossings of a certain level of truck volume; corridor-level designation; the adequacy of the network to identify bottlenecks and other freight infrastructure or operational needs, and more.

#### Designation of Rural Freight Corridors

The designation of CRFCs by the States is described in 23 U.S.C. 167(e), and provides that a State may designate a road within the borders of the State as a CRFC if the road is a rural principal arterial roadway and has at least 25 percent of the AADTT of the road measured in passenger vehicle equivalent units from trucks (FHWA vehicle class 8 to 13); provides access to energy exploration, development, installation or production areas; or connects the highway PFN, a roadway described above, or the Interstate System to facilities that handle more than 50,000 20-foot equivalent units per year, or 500,000 tons per year of bulk commodities. The designation of CRFCs will be performed by State DOTs and provided to DOT after designation of the highway PFN is complete. Further guidance and technical assistance for identifying these corridors will be provided in the coming months. The FHWA will make an initial request of the States to identify CRFCs and will maintain route information for the rural freight corridors thereafter. There is no equivalent provision in the law for States to designate routes in urban areas.

#### National Freight Network Role

Freight in America travels over an extensive network of highways, railroads, waterways, pipelines, and airways: 985,000 miles of Federal-aid highways; 141,000 miles of railroads; 11,000 miles of inland waterways; and 1.6 million miles of pipelines. There are over 19,000 airports in the United States, with approximately 540 serving commercial operations, and over 5,000 coastal, Great Lakes, and inland waterway facilities moving cargo.

Section 167(c) of title 23, U.S.C., directs the Secretary to establish a NFN to assist States in strategically directing resources toward improved system performance for efficient movement of freight on the highway portion of the

Nation's freight transportation system. Nevertheless, while specific commodities are likely to be moved on a particular mode or series of modes, a complex multi-modal system is required to meet fully the growing volume of bulk and high-velocity, high-value goods in the United States.

The DOT seeks to develop a NFN to provide connectivity between and throughout the three elements that comprise the NFN (highway PFN, Remainder of the Interstate System, and CRFC). The DOT recognizes that as a highway-only network, the NFN is an incomplete representation of the system that is required to efficiently and effectively move freight in the United States. Consistent with the national freight policy in MAP-21, DOT's goal is to designate a highway PFN that will improve system performance, maximize freight efficiency, and be effectively integrated with the entire freight transportation system, including non-highway modes of freight transport.

The DOT seeks comments on how the NFN fits into a larger multimodal national freight system and how a multimodal national freight system may be defined.

#### Use of the National Freight Network in the Future

In creating the NFN, Congress stated that a NFN shall be established to assist States in strategically directing resources toward improved system performance for efficient movement of freight on the highway portion of the Nation's freight transportation system. Congress specified that the highway PFN shall be comprised of not more than 27,000 miles of existing roadways that are most critical to the movement of freight.

The DOT is seeking comments as to how the designation of the NFN and highway PFN could be used by and benefit public and freight stakeholders. We also welcome comments regarding potential undesirable applications of the NFN and highway PFN. The DOT encourages widespread input to this proposed draft to provide a thorough examination of the diverse issues presented in this notice.

#### National Freight Network Designation

The following is the approximate schedule for designation of the NFN:

1. Initial designation of highway PFN—Fall 2013
2. Compilation of State-designated CRFC routes—Late 2013—Early 2014
3. Release of the initial designation of the full NFN (including highway PFN, rest of the Interstate System, CRFCs)—2014

**Authority:** 23 U.S.C. 167; Section 1115 of Pub. L. 112–141.

Issued on: November 8, 2013.

**Victor M. Mendez,**  
*FHWA Administrator.*

[FR Doc. 2013–27520 Filed 11–18–13; 8:45 am]

**BILLING CODE 4910–22–P**

## DEPARTMENT OF TRANSPORTATION

### Federal Transit Administration

#### Preparation of an Environmental Impact Statement for High Capacity Transit Improvements for the Indianapolis Northeast Corridor Now Known as (nka) Green Rapid Transit Line in the Indiana Counties of Marion and Hamilton

**AGENCY:** Federal Transit Administration, U.S. Department of Transportation.

**ACTION:** Supplemental notice of intent to prepare an Environmental Impact Statement.

**SUMMARY:** The Federal Transit Administration (FTA), the Central Indiana Regional Transportation Authority (CIRTA), the Indianapolis Metropolitan Planning Organization (Indianapolis MPO) and Indianapolis Public Transportation Corporation (IndyGo) intend to prepare an Environmental Impact Statement (EIS) for the Northeast Corridor Project, nka Green Rapid Transit Line (Green Line) Project relating to proposed fixed guideway transit improvements in the Indiana counties of Marion and Hamilton. The study area is an approximately 23-mile long travel corridor extending from downtown Indianapolis to downtown Noblesville and includes the community of Fishers. Options to be considered include No-Build, Bus Rapid Transit (BRT) and Diesel Light Rail Transit (LRT). The EIS process provides opportunities for the public to comment on the scope of the EIS, including the project's purpose and need, the alternatives to be considered, and the impacts to be evaluated. The southern terminus of all alternatives would be adjacent to the transit center in downtown Indianapolis.

An original Notice of Intent for the proposed Green Line transit improvement was published on March 9, 2010 and was followed by initial project scoping, public involvement and agency coordination. Project activities were suspended following the initial scoping activities to address funding issues and conduct additional planning related to development of the regional transit vision plan (referred to as "Indy Connect"). As funding issues are being

addressed and the regional transit plan has been completed, scoping activities for the Green Line have resumed.

The purpose of this notice is to alert interested parties regarding the intent to prepare the EIS, to provide information on the nature of the proposed project and possible alternatives, to invite public participation in the EIS process, including comments on the scope of the EIS as proposed in this notice, to announce that a public scoping meeting will be conducted, and to identify participating agency contacts. This input will be used to assist decision makers in determining a locally preferred alternative (LPA) and preparing a Draft Environmental Impact Statement (DEIS) for the Green Line. Upon selection of an LPA, the project sponsors will request permission from FTA to enter into Project Development per requirements of 49 USC 5309. The Final Environmental Impact Statement (FEIS) and Record of Decision (ROD) will be issued after the project has entered Project Development.

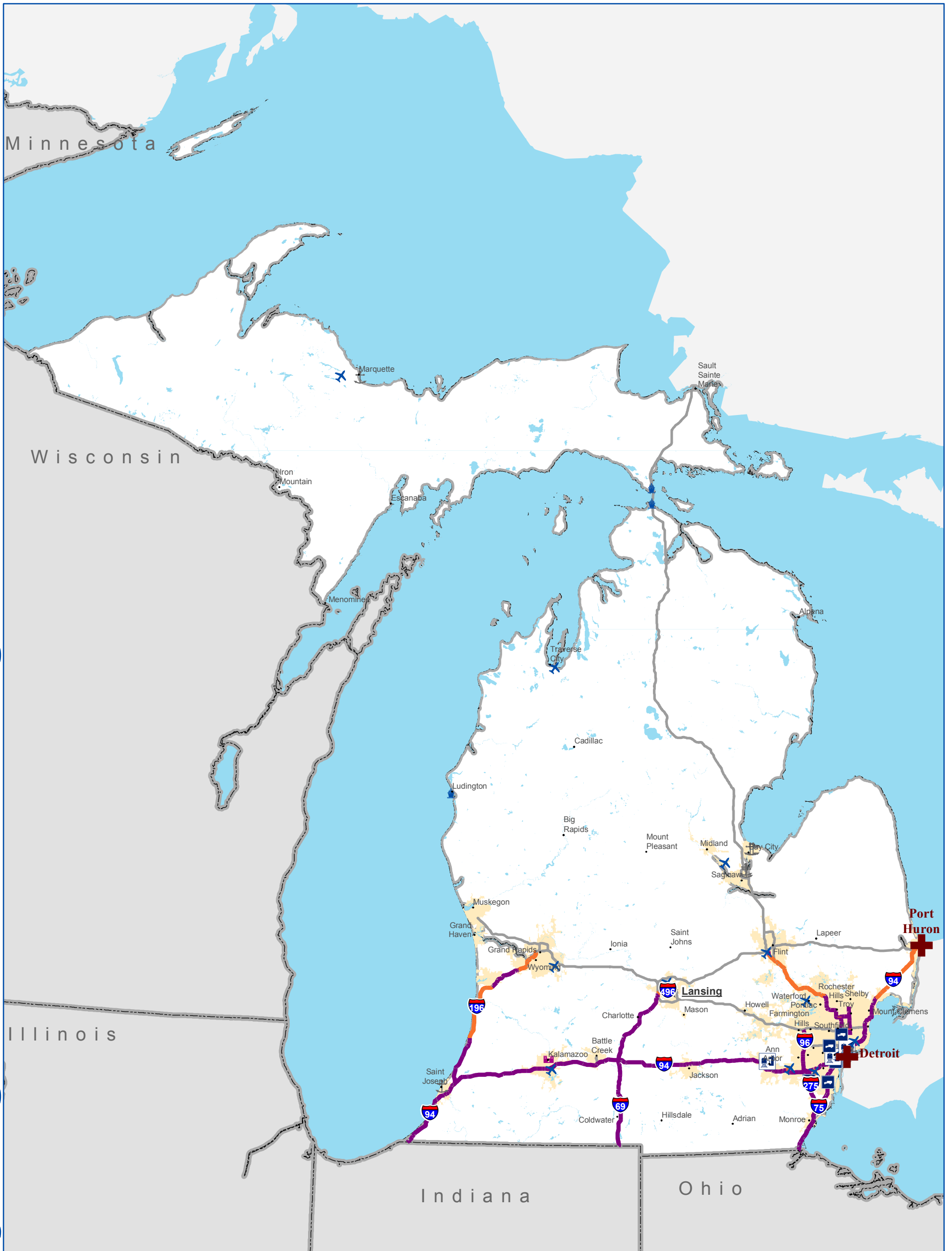
*Dates, Times, and Locations:*  
Comment Due Date: Written comments on the purpose and need for the proposed improvements, and the scope of alternatives and impacts to be considered should be sent to the Indianapolis MPO by December 19, 2013.

A public scoping meeting to accept comments on the scope of the study will be held on December 5, 2013 from 6:00 p.m. until 8:00 p.m. in the Julia Carson Government Center located at 300 East Fall Creek Parkway North Drive, Indianapolis, Indiana 46205. The public scoping meeting will be informal and in an open house format. Interested persons may ask questions about the proposal and the FTA's environmental review process. The project's purpose and need and the initial set of alternatives proposed for study will be presented at the meetings. CIRTA, the Indianapolis MPO, IndyGo and project team members will be available to answer questions and receive comments. A writing station will be available to those who wish to submit written comments at the public scoping meeting. Project team members will be available to listen and make notes of residents' comments.

The public scoping meeting location complies with the Americans with Disabilities Act. Persons needing special accommodations should contact Jeremy Moore, Project Manager, at (317) 327–5495 or [Jeremy.Moore@indy.gov](mailto:Jeremy.Moore@indy.gov) at least 48 hours prior to the meeting.

An interagency scoping meeting for federal, state, regional and local resource and regulatory agencies will be

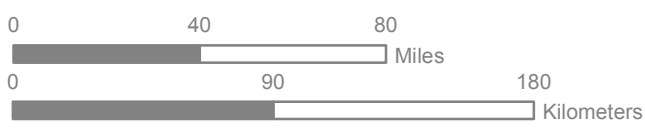
# Draft Primary Freight Network: Michigan



## LEGEND

- |   |                        |                                 |                         |
|---|------------------------|---------------------------------|-------------------------|
| <b>PFN Features</b>   | Border Crossings       | AMTRAK Station                  | Port Terminal           |
| Primary Freight Network (PFN) of 27,000 miles (based on statutory cap and criteria) | Cities                 | Airport                         | Public Transit Station  |
| Comprehensive PFN (approx. 41,000 miles based on statutory criteria)                | State Capital          | Ferry Terminal                  | Truck/Pipeline Terminal |
| Remainder of the Interstate System (not part of PFN)                                | Census Urbanized Areas | Intercity Bus Terminal          | Truck/Rail Facility     |
|   | Water                  | Multipurpose Passenger Facility |                         |

U.S. Department of Transportation,  
Federal Highway Administration,  
Office of Freight Management and Operations





# DPS ACTIVITY DECEMBER 2013

	REGULAR	HOLIDAY	VACATION	ABSENT	OT	DT
<b>101 GENERAL FUND</b>						
262.0 ELECTIONS						
781.0 AMPHI-PARK	3.00	2.00	5.00			
782.0 WINSHALL PARK						
783.0 ELMS PARK	13.00	0.67	1.67	0.08		
784.0 BICENT. PARK	3.00			0.22		
790.0 SENIOR CENTER/LIBRARY	23.00	2.64	1.67	0.22		
792.0 P S BLDG	30.50	6.33	1.67			
793.0 CITY HALL	4.62	0.57	0.42	0.03		
794.0 COMM PROMO	114.00	15.82	11.64	2.42	2.00	
796.0 CEMETERY						
<b>202 MAJOR STREET FUND</b>						
429.0 SAFETY						
441.0 PARK & RIDE	4.00	0.49				
463.0 STREET MAIN	8.00	0.25		0.33		
474.0 TRAFFIC						
478.0 SNOW & ICE	7.50			0.24	9.00	2.00
482.0 ADMIN	3.96	0.44				
<b>203 LOCAL STREET FUND</b>						
429.0 SAFETY						
463.0 STREET MAIN	13.00	1.46		0.44		
474.0 TRAFFIC						
478.0 SNOW & ICE	12.50	1.24		0.35	3.00	0.50
482.0 ADMIN	3.96	0.44				
<b>226 GARBAGE FUND</b>						
528.0 COLLECT	15.00	2.67	6.67	0.07		
530.0 WOODCHIPPING	9.20	0.80		0.11		
782.0 WINSHALL PARK GARBAGE						
783.0 ELMS PARK GARBAGE	1.00			0.11		
793.0 CITY HALL	4.62	0.57	0.42	0.03		
<b>590 WATER</b>						
540.0 WATER SYSTEM	96.94	13.48	6.67	0.71	16.50	
540.0 WATER-ON CALL	2.00	0.47				
542.0 READ & BILL	13.50	0.92	0.83	0.33		
793.0 CITY HALL	4.63	0.57	0.42	0.03		
<b>591 SEWER</b>						
536.0 SEWER SYSTEM	68.44	7.40		0.23		
536.0 SEWER-ON CALL	2.00	0.47				
537.0 LIFT STATION	11.00	1.19		0.23		
542.0 READ & BILL	14.50	1.15	0.83	0.33		
793.0 CITY HALL	4.63	0.57	0.42	0.03		
<b>661 MOTOR POOL FUND</b>						
795.0 CITY GARAGE	40.00	1.39	1.67	1.96		
DAILY HOURS TOTAL	531.50	64.00	40.00	8.50	30.50	2.50

December 2013	MILES DRIVEN	GALLONS GAS PURCHASED	GALLONS DIESEL PURCHASED
#1 P/U 4WD			
#3 P/U 4WD	613	46	
07-03 P/U 4WD	571		75
09-03 P/U 4WD	374		23
#2 P/U 2WD	121	21	
#6-00 BACKHOE			24
#9 DUMP			
#10 DUMP			
#11 DUMP			
#12-02 DUMP	597		135
#12-04 DUMP	936		179
#12-99 GENERATOR			
#9-02 BRUSH HOG			
#17 CASE BACKHOE			
#19 JD TRACTOR			
#06-99 BUCKET TRUCK	11	13	
#21 WOOD CHIPPER			
#807 STREET SWEEPER	32		31
#42 ASPHALT HEATER			
#37 TRAIL ARROW			
#10-98 3" PUMP			
#28A 3" PUMP			
3" PUMP			
#30 4" PUMP			
#31 4" PUMP			
#32 4" PUMP			
1" PUMP			
S-10			
<b>TOTAL</b>	<b>3255</b>	<b>80</b>	<b>466</b>



**Public Works**  
**Monthly Work Orders**

01/08/14

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
13-000005	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	12/30/13	JET SEWER
CKME13-0221 COMPLETED	MI10-007287-0000-01	RUSSO, M SCOTT 7287 MILLER RD	12/20/13 12/20/13	CHECK METER
FNRD13-0626 COMPLETED	RE10-004186-0000-01	FURNAS, THOMAS 4186 RED OAK LN	12/02/13 12/02/13	FINAL READ
FNRD13-0631 COMPLETED	SC20-005079-0000-03	LEWIS, SARAH 5079 SCHOOL ST	12/03/13 12/03/13	FINAL READ
FNRD13-0632 COMPLETED	AS10-000142-0000-02	MARTIN, ANGELA & SCOTT 142 ASHLEY CIR	12/03/13 12/03/13	FINAL READ
FNRD13-0633 COMPLETED	WI10-005124-0000-02	51 WINSHALL TRUST 5124 WINSHALL DR	12/13/13 12/13/13	FINAL READ
FNRD13-0634	AS10-000121-0000-04	VALUE HOMES 121 ASHLEY CIR	12/13/13	FINAL READ
MNT13-0156 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	12/03/13 12/03/13	BUILDING MAINTENA
MNT13-0157	CI10-008100-0000-01	PUBLIC SAFETY BUILDING 8100 CIVIC DR	12/30/13	BUILDING MAINTENA
MTRP13-0406	WI10-005124-0000-02	51 WINSHALL TRUST 5124 WINSHALL DR	12/10/13	METER REPAIR
MTRP13-0407 COMPLETED	SE20-005154-0000-03	FANNIE MAE 5154 SEYMOUR RD	12/20/13 12/20/13	METER REPAIR
MTRP13-0408 COMPLETED	MC10-005110-0000-01	WOLFE, GERALD 5110 MC LAIN ST	12/27/13 12/27/13	METER REPAIR
READ13-0329 COMPLETED	MI10-007287-0000-01	RUSSO, M SCOTT 7287 MILLER RD	12/02/13 12/02/13	READ METER
SWBK13-0039 COMPLETED	GR10-005289-0000-02	SNELL, CYNTHIA 5289 GREENLEAF DR	12/23/13 12/23/13	SEWER BACKUP
WOFF13-1020 COMPLETED	SE20-005218-0000-01	WRIGGLESWORTH, PAUL 5218 SEYMOUR RD	12/09/13 12/09/13	WATER TURN OFF
WOFF13-1021 CANCELLED	GR20-007442-0000-05	CZARNEY, ASHLEY 7442 GROVE ST	12/04/13 12/03/13	WATER TURN OFF
WOFF13-1022 COMPLETED	MA20-008041-0000-03	PARRY, GERRY 8041 MAPLE ST	12/04/13 12/04/13	WATER TURN OFF
WOFF13-1023 CANCELLED	MI10-006141-0000-02	WOODRUFF, ADAM 6141 MILLER RD	12/04/13 12/04/13	WATER TURN OFF
WOFF13-1024 COMPLETED	MC10-005048-0000-04	FERRIS, SCOTT 5048 MC LAIN ST	12/04/13 12/03/13	WATER TURN OFF
WOFF13-1025 COMPLETED	MO10-004437-0000-03	GOLDFEIN, AARON 4437 MORRISH RD	12/04/13 12/06/13	WATER TURN OFF

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
WOFF13-1026 COMPLETED	MO10-005200-0000-03	PLUTA, CYNTHIA 5200 MORRISH RD	12/05/13 12/05/13	WATER TURN OFF
WOFF13-1027 COMPLETED	BR20-008041-0000-04	BENTON, WARREN 8041 BRISTOL RD	12/09/13 12/09/13	WATER TURN OFF
WOFF13-1028 CANCELLED	BR20-006509-0000-04	LANE, AMY 6509 BRISTOL RD	12/09/13 12/10/13	WATER TURN OFF
WOFF13-1029 COMPLETED	FO10-005020-0000-05	WEFEL, DUSTIN 5020 FORD ST	12/09/13 12/10/13	WATER TURN OFF
WOFF13-1030	HT10-003425-0000-01	NORRIS, GREGORY 3425 HERITAGE BLVD	12/09/13	WATER TURN OFF
WOFF13-1031 CANCELLED	JE10-004194-0000-05	THOMPSON, SHANNON 4194 JENNIE LN	12/09/13 12/10/13	WATER TURN OFF
WOFF13-1032 COMPLETED	MI10-006195-0000-02	DELTA FAMILY CLINIC 6195 MILLER RD	12/09/13 12/10/13	WATER TURN OFF
WOFF13-1033 COMPLETED	MI10-008169-0000-03	JAGGAER, MICHAEL 8169 MILLER RD	12/09/13 12/10/13	WATER TURN OFF
WOFF13-1034 CANCELLED	MI10-008247-0000-07	GALL, JONATHON 8247 MILLER RD	12/09/13 12/10/13	WATER TURN OFF
WOFF13-1035 CANCELLED	MO10-004400-0000-01	DELBRIDGE, ROBERT 4400 MORRISH RD	12/09/13 12/10/13	WATER TURN OFF
WOFF13-1036 CANCELLED	SE20-005225-0000-02	WIEDERMAN, JEFFREY 5225 SEYMOUR RD	12/09/13 12/10/13	WATER TURN OFF
WOFF13-1037 CANCELLED	SE20-005305-0000-02	SIMMONS, LISA 5305 SEYMOUR RD	12/09/13 12/10/13	WATER TURN OFF
WOFF13-1038 COMPLETED	MO10-004400-0000-01	DELBRIDGE, ROBERT 4400 MORRISH RD	12/19/13 12/19/13	WATER TURN OFF
WOFF13-1039 COMPLETED	MI10-008215-0000-01	ADAMS, BETHANY 8215 MILLER RD	12/23/13 12/23/13	WATER TURN OFF
WOFF13-1040 COMPLETED	CH40-004284-0000-01	BOYER, WARD 4284 CHAPEL LN	12/30/13 12/30/13	WATER TURN OFF
WTON13-0679 COMPLETED	WI10-005116-0000-06	CAPPS, JASON 5116 WINSHALL DR	12/02/13 12/02/13	WATER TURN ON
WTON13-0680 COMPLETED	JE10-004057-0000-03	TRIPLE R INVESTMENTS, LLC 4057 JENNIE LN	12/04/13 12/03/13	WATER TURN ON
WTON13-0681 COMPLETED	MA20-008041-0000-03	PARRY, GERRY 8041 MAPLE ST	12/04/13 12/04/13	WATER TURN ON
WTON13-0682 COMPLETED	FO10-005020-0000-05	WEFEL, DUSTIN 5020 FORD ST	12/10/13 12/10/13	WATER TURN ON
WTON13-0683 COMPLETED	MI10-008169-0000-03	JAGGAER, MICHAEL 8169 MILLER RD	12/10/13 12/10/13	WATER TURN ON
WTON13-0684 COMPLETED	BR20-008041-0000-04	BENTON, WARREN 8041 BRISTOL RD	12/10/13 12/10/13	WATER TURN ON
WTON13-0685	MC10-005048-0000-04	FERRIS, SCOTT	12/13/13	WATER TURN ON

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		5048 MC LAIN ST	12/13/13	
WTON13-0686	HI10-009261-0000-03	BANK OF AMERICA	12/20/13	WATER TURN ON
COMPLETED		9261 HILL RD	12/20/13	
WTON13-0687	MO10-004400-0000-01	DELBRIDGE, ROBERT	12/20/13	WATER TURN ON
COMPLETED		4400 MORRISH RD	12/20/13	

Total Records: 44

01/08/2014

CHECK REGISTER FOR CITY OF SWARTZ CREEK  
 CHECK DATE FROM 12/01/2013 - 12/31/2013

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
12/05/2013	38407	A+ SUPPLY CO INC	LIGHT	55.69
12/05/2013	38408	BETTY SHANNON	NOV-DEC 2013 PER CONTRACT HEALTH REIMB	158.00
12/05/2013	38409	C & H CONSTRUCTION CO INC	WATERMAIN REPAIR BRISTOL ROAD	1,593.75
			REPAIR CATCH BASIN NE CORNER FORD/INGALL	1,498.00
			REPAIR CATCH BASIN 7455 WADE	344.00
			REPAIR CATCH BASIN CRAPO/MAPLE	639.00
			WATERMAIN REPAIR OAKVIEW/GREENLEAF	975.00
			WATERMAIN REPAIR OAKVIEW DR	1,714.37
			REPAIR CATCH BASIN FAIRCHILD	1,026.50
				7,790.62
12/05/2013	38410	COMCAST BUSINESS	11/26-12/25/13 CITY HALL	278.75
12/05/2013	38411	COMCAST BUSINESS	12/1-12/31/13 PUBLIC SAFETY BUILDING	144.80
12/05/2013	38412	DENNIS MITCHELL	CHIPPING 11/26/13	1,300.00
			TREE TRIMMING & REMOVAL	1,150.00
				2,450.00
12/05/2013	38413	FAMILY FARM AND HOME INC	HAT (3)/GLOVES (3)	51.74
			ANTIFREEZE (12)	35.88
			ZIP TIE 1 PK/EXT CORD (5)	18.94
				106.56
12/05/2013	38414	FIDELITY SECURITY LIFE INSUR/EYEMED	DEC 2013 VISION - RETIREES (4)	20.98
12/05/2013	38415	OFFICE DEPOT CREDIT PLAN	SAMSUNG MONITOR/POINTER	174.98
12/05/2013	38416	ROWE PROFESSIONAL SERVICES CO	SCRAP TIRE GRANT LTR INTRST/PRESTN DRAWN	1,596.00
12/05/2013	38417	ROWE PROFESSIONAL SERVICES CO	DESIGN BID CONST ENG AND GRAND ADMIN SCR	4,371.75
12/05/2013	38418	RWS OF MID MICHIGAN	NOV 2013 GARBAGE/RECYCLING/YARD WASTE	21,148.85
12/05/2013	38419	SALLY M ADAMS	AUG-DEC 2013 REIMB RETIREE MEDICAL	970.00
12/05/2013	38420	SELF SERVE LUMBER CO.	CROSSTEE (2)/POP RIVET/POP RIVET TOOL	29.78
			CROSSTEE (2)/MAIN 12 FT WHEEL	25.85
				55.63
12/05/2013	38421	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING 9/29-11/15/13	128.00
12/05/2013	38422	SUBURBAN AUTO SUPPLY	BATTERY/BOLTS	91.34
12/05/2013	38423	TOM O'BRIEN	DEC 2013 HEALTH INS MONTHLY PREMIUM	599.05
12/05/2013	38424	VALLEY PETROLEUM	11/16-11/30/13 FUEL USAGE - POLICE	895.19
12/05/2013	38425	VALLEY PETROLEUM	11/16-11/30/13 FUEL USAGE - DPW	405.67
12/05/2013	38426	WALDORF AND SONS INC	REPAIR MAIN TO CURB BOX 5218 WINSHALL	1,136.00
12/12/2013	38427	ADS PLUS PRINTING LLC	WINDOW ENVELOPES (2000)	365.92
12/12/2013	38428	AMERICAN MESSAGING	DEC 2013 8108332563 8108331159	24.61
12/12/2013	38429	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV.	82.09
			MATS, SUPPLIES	32.93
			UNIFORMS, MATS, SUPPLIES, ENV.	82.09
			MATS, SUPPLIES	32.93
			UNIFORMS, MATS, SUPPLIES, ENV.	95.39
			MATS, SUPPLIES	32.78
				358.21

12/12/2013	38430	C & H CONSTRUCTION CO INC	REPAIR CATCH BASIN 7162 MILLER RD	810.00
			REPAIR CATCH BASIN 7130 MILLER	802.00
			CATCH BASIN REPAIR WADE/SECOND	2,182.00
			REPAIR CATCH BASIN FIRST ST	572.50
			REPAIR CATCH BASIN NE CORNER FIRST/WADE	758.00
				5,124.50
12/12/2013	38431	CITY OF SWARTZ CREEK	WI 2013 TAXES 58-02-576-014	20.47
12/12/2013	38432	CONSUMERS ENERGY	11/1-11/30/13 4524 MORRISH RD	43.15
12/12/2013	38433	CONSUMERS ENERGY	11/2-12/4/13 E 5121 MORRISH RD	430.66
12/12/2013	38434	CONSUMERS ENERGY	11/2-12/4/13 A WINSHALL RESTROOMS	27.95
12/12/2013	38435	CONSUMERS ENERGY	11/2-12/4/13 E 8011 MILLER RD	26.55
12/12/2013	38436	CONSUMERS ENERGY	11/2-12/4/13 E 8059 FORTINO DR	45.10
12/12/2013	38437	CONSUMERS ENERGY	11/2-12/4/13 E 8083 CIVIC DR	926.23
12/12/2013	38438	CONSUMERS ENERGY	11/2-12/4/13 E 8095 CIVIC DR	974.57
12/12/2013	38439	CONSUMERS ENERGY	11/2-12/4/13 E 8100 CIVIC DR	1,208.06
12/12/2013	38440	CONSUMERS ENERGY	11/2-12/5/13 A 8301 CAPPY LN	193.11
12/12/2013	38441	CONSUMERS ENERGY	11/1-12/5/13 E 8199 MILLER RD	24.63
12/12/2013	38442	CONSUMERS ENERGY	11/1-12/4/13 A 9099 MILLER RD	32.64
12/12/2013	38443	CONSUMERS ENERGY	11/1-11/30/13 ELMS PARKING LOT	29.38
12/12/2013	38444	CONSUMERS ENERGY	11/1-11/30/13 STREET LIGHTS	10,214.07
12/12/2013	38445	CONSUMERS ENERGY	11/1-11/30/13 SIRENS	27.37
12/12/2013	38446	CONSUMERS ENERGY	11/1-11/30/13 TRAFFIC LIGHTS	411.06
12/12/2013	38447	CONSUMERS ENERGY	11/6-12/6/13 E 4125 ELMS RD	31.25
12/12/2013	38448	CONSUMERS ENERGY	11/6-12/6/13 A 4125 ELMS RD PAVILION	25.28
12/12/2013	38449	CONSUMERS ENERGY	11/2-12/4/13 A 5257 WINSHALL DR	23.38
12/12/2013	38450	CONSUMERS ENERGY	11/2-12/4/13 A 5361 WINSHALL DR	23.38
12/12/2013	38451	CONSUMERS ENERGY	11/5-12/6/13 A 6425 MILLER RD PARK & RID	86.72
12/12/2013	38452	DETROIT SALT COMPANY	ROAD SALT @ \$54.69 PER TON	2,674.02
12/12/2013	38453	DONALD KORTH	SETUP LAPTOP LOCAL USR ACCT/USB ISSUE AT	150.00
			RESOLVE NETWORK CONN ISSUE PUB SAFETY BL	75.00
				225.00
12/12/2013	38454	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	5.00
12/12/2013	38455	GEORGE J EARLE	REF 58-02-503-091 VETERANS EXEMPTION	861.25
12/12/2013	38456	GILL ROYS HARDWARE	DOUBLE HINGE HASP	9.79
			GARBAGE BAGS/WASHERS & NUTS	49.56
			NUTS/BOLTS/SCREWS	3.96
			EXTENSION SPRING 1 BAG	5.99
			8 PK AA BATTERY/AIR FRESHENER	18.15
			KITCHEN GARBAGE BAGS/SNOW THROWER BELT	49.97
			GRAY FLOOD LIGHT CONTROL	11.99
			1 BOX WASHERS	9.99
			NUTS, BOLTS, SCREWS	12.64
			SAFETY SPRING HOOK (3)	7.47
			WINDOW ALARM	18.58
			CABLE TIES 1 BAG	9.99
			VINYL TUBE (2)	0.45
			CABLE TIES (2 BAGS)/PAPER TOWEL HOLDER	25.27
			WASHERS/GRAPHITE STEM PACKING	8.77
			SILVER REFLECTIVE TAPE	4.19
			RED DRIVEWAY MARKER (2)	5.98
			SOAP/HOOKS	31.73
			NOV 2013 DISCOUNT	(19.86)
				264.61
12/12/2013	38457	HYDRO DESIGNS	WATER CROSS CONNECTION CONTROL AND COMPL	300.00
12/12/2013	38458	JAMES CROLEY III	UB REFUND FOR 7455 WADE	309.74
12/12/2013	38459	JERRY'S TIRE	2 NEW TIRES LT245/70R17 MOUNT & DISMOUNT	340.32
12/12/2013	38460	KLEE MFG & DIST	U S FLAG/CITY HALL	85.00

			FLAGS FOR VETERANS MEMORIAL (5)	296.50
				381.50
12/12/2013	38461	LIGHTHOUSE TITLE INC	WI13 TAX OVRPMT 7211 BRISTOL	59.55
12/12/2013	38462	LSI TITLE AGENCY INC	WI13 TAX OVRPMT 9184 NORBURY	57.34
12/12/2013	38463	MICH ASSOC MUNICIPAL CLERKS	RENEW MEMBERSHIP AGUILAR 2014	50.00
12/12/2013	38464	MICHIGAN PIPE AND VALVE	CLAMPS	840.78
			REPAIR CLAMPS	575.96
			PVC PIPE	490.00
				1,906.74
12/12/2013	38465	MID MICHIGAN MANUFACTURING	JETTED SEWER	170.00
12/12/2013	38466	MLIVE MEDIA GROUP	PUBLIC NOTICE 11/11/13 MTG FOR SAD	270.90
			PUBLIC HEARING NOTICE 11/25/13 FOR SAD	204.70
			NOTICE OF PUBLIC HEARING 12/10/13 SPECIA	259.22
				734.82
12/12/2013	38467	MY-CAN LLC	11/30-12/28/13 PORTAJON RENTAL ELMS PARK	140.00
12/12/2013	38468	PARAGON LABORATORIES INC	WATER SAMPLES	172.50
12/12/2013	38469	PRINTING SYSTEMS	W-2/1099-MISC/W3/1096 2013	93.20
12/12/2013	38470	RICHARD ABRAMS	SMALL CITIES MTG 12/4/13 DINNER/MILEAGE	43.50
12/12/2013	38471	SAM & DEBORAH M IAQUINTO III	REF 58-03-534-018 VETERANS EXEMPTION	1,590.12
12/12/2013	38472	SCHAEFER'S OFFICE SOURCE	OFFICE SUPPLIES	87.21
12/12/2013	38473	SELF SERVE LUMBER CO.	TREATED LUMBER	18.99
12/12/2013	38474	SIMEN FIGURA & PARKER PLC	OCT 2013 GENERAL/TRAFFIC/ORDIN	2,997.25
			NOV 2013 GENERAL/TRAFFIC/ORDIN	2,735.50
				5,732.75
12/12/2013	38475	STATE OF MICHIGAN DEP OF STATE	RENEW NOTARY S ARVOY	10.00
12/12/2013	38476	SUBURBAN AUTO SUPPLY	FUEL TREATMENT	33.97
12/12/2013	38477	THOMAS SVRCEK	SENDING WATER SAMPLES TO DEQ LANSING	28.41
12/12/2013	38478	U. S. POST OFFICE	FIRST CLASS PRESORT/FEE FOR RENEWAL	200.00
12/12/2013	38479	VERIZON WIRELESS	NOV 2013 MONTHLY BILL	463.56
12/16/2013	38480	CITY OF SWARTZ CREEK	REIMBURSE PETTY CASH	132.75
12/19/2013	38481	ALLIE BROTHERS INC	UNFRM SHRTS(4)/PNT(2)/BELT(2)/NAME BAR/S	429.67
			UNIFORM HAT/N JACKSON	58.22
				487.89
12/19/2013	38482	AMERAPLAN INC	MONTHLY BILLING FOR HEALTH CARE	254.25
12/19/2013	38483	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV.	81.72
			MATS, SUPPLIES	32.78
				114.50
12/19/2013	38484	BRADYS BUSINESS SYSTEMS	COPY MACH MAINT AGREEMENT 11/15-12/15/13	64.42
12/19/2013	38485	C & H CONSTRUCTION CO INC	REPAIR CATCH BASIN/MILLER/HAYES	1,431.50
			REPAIR CATCH BASIN WADE/FIRST	2,225.00
			REPAIR CATCH BASIN MAPLE ST	856.10
				4,512.60
12/19/2013	38486	CREEK AUTO SERVICES LLC	LOF MONTHLY MAINT/MT&BAL TIRES 09-226	65.95
			NEW WATER PUMP 09-401	542.25

			LOF MONTHLY MAINT/MT & BAL TIRES/10-161	61.95
			LOF MONTHLY MAINT/REAR BRAKES/MT&BAL TIR	181.95
			SERP. BELT 09-401	96.99
				949.09
12/19/2013	38487	DANIEL L RHANOR	WIRE/INSTALL PHOTO CELL, POST LIGHTS (4)	1,250.00
12/19/2013	38488	DELTA DENTAL PLAN	JAN 2014 DENTAL-RETIRES/EST TAX	254.03
12/19/2013	38489	DETROIT SALT COMPANY	ROAD SALT @ \$54.69 PER TON	5,172.58
12/19/2013	38490	ELITE BUSINESS PRODUCTS	BULLETIN BOARD/ENVELOPE BOOKLETS	92.38
			OFFICE SUPPLIES	28.84
				121.22
12/19/2013	38491	GEN CTY DRAIN COMMISION	NPDES PHASE II IMPL FEES 10/1-12/31/13	709.58
12/19/2013	38492	GENESEEE CTY DRAIN COMMISSIONER	7224 PARKRIDGE PKWY SEWER CONNECTION	1,000.00
12/19/2013	38493	GENESEEE CTY DRAIN COMMISSIONER	10/30-11/26/13 COMM/READY TO SERVE	73,170.95
12/19/2013	38494	KENDALL PRINTING	COMPLAINT FORMS PRINTED	175.00
12/19/2013	38495	LANDMARK APPRAISAL CO	ASSESSOR SERVICES DEC 2013	2,324.00
12/19/2013	38496	NATIONAL PATENT ANALYTICAL SYS	MX12 MAINT AGRMNT/DATA MASTER 10/1/13-9/	985.00
12/19/2013	38497	PAAM	PACC WARRANT MANUAL JAN-DEC 2014 ELECTRO	100.00
12/19/2013	38498	SUBURBAN AUTO SUPPLY	GREASE FOR PLOW WIRES	9.99
12/19/2013	38499	SWARTZ CREEK AREA FIRE DEPT.	NOV 2013 MONTHLY RUNS	3,517.12
			OPER & EQUIP BUDGET 1/1-6/30/14	47,940.00
				51,457.12
12/19/2013	38500	SWARTZ CREEK AREA SENIOR CITZ.	OCT 2013 EXPENDITURES OF 2012 GRANT	1,159.98
			NOV 2013 EXPENDITURES OF 2012 GRANT	1,089.11
				2,249.09
12/19/2013	38501	TUCKER CHRYSLER JEEP DODGE	REPLACED WIRELESS IGNITION MDL 1 KEY/1 F	510.85
12/19/2013	38502	UNUM LIFE INSURANCE	JAN 2014 LIFE INS/SHANNON	10.35
12/19/2013	38503	VALLEY PETROLEUM	12/1-12/15/13 FUEL USAGE - POLICE	945.12
12/19/2013	38504	VALLEY PETROLEUM	12/1-12/15/13 FUEL USAGE - DPW	809.52
12/19/2013	38505	VALLEY PETROLEUM	DIESEL FUEL	219.39
12/19/2013	38506	WALDORF AND SONS INC	BORE FOR ELECTRICAL/MORRISH RD BRIDGE	490.00
12/19/2013	38507	WOODS COLLISION	REPAIRS TO 09-401	764.30
12/20/2013	38508	BLUE CARE NETWORK-EAST MI	JAN 2014 RETIREE MED INS KELLY	0.00 V
		Void Reason: WRONG AMOUNTS	JAN 2014 RETIREE MED INS PETRUCHA	0.00 V
		Void Reason: WRONG AMOUNTS	JAN 2014 RETIREE MED INS TYLER	0.00 V
		Void Reason: WRONG AMOUNTS	JAN 2014 RETIREE MED INS SHANNON	0.00 V
		Void Reason: WRONG AMOUNTS	JAN 2014 EMPLOYEE ADJUSTMENTS	0.00 V
		Void Reason: WRONG AMOUNTS		0.00
12/27/2013	38509	AMY NICHOLS	CO-PAY REIMBURSEMENT	95.46
12/27/2013	38510	BLUE CARE NETWORK-EAST MI	JAN 2014 RETIREE MED INS KELLY	706.62
			JAN 2014 RETIREE MED INS PETRUCHA	1,479.62
			JAN 2014 RETIREE MED INS TYLER	677.72
			JAN 2014 RETIREE MED INS SHANNON	748.01
			JAN 2014 EMPLOYEE ADJUSTMENTS	893.02
				4,504.99

12/27/2013	38511	DEANNA KORTH	CO-PAY REIMBURSEMENT	110.02
12/27/2013	38512	DONALD KORTH	PARTNER AVAYA REFURBISHED PROCESSOR	685.00
			REPAIR PARTNER AVAYA PROCESSOR	109.00
			RESOLVE INTERNET AND PHONE ISSUES	300.00
				1,094.00
12/27/2013	38513	JUANITA AGUILAR	CO-PAY REIMBURSEMENT	30.00
12/27/2013	38514	NICK PAUL	CO-PAY REIMBURSEMENT	230.95
12/27/2013	38515	THOMAS SVRCEK	CO-PAY REIMBURSEMENT	90.80
12/30/2013	38516	PAUL BUECHE	CO PAY REIMBURSEMENT	535.39
12/30/2013	38517	RICK CLOLINGER	CO PAY REIMBURSEMENT	204.70
12/30/2013	38518	THOMAS SVRCEK	CO PAY REIMBURSEMENT	8.20

GEN TOTALS:

(1 Check Voided)

Total of 111 Disbursements:

236,378.31