

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, September 11, 2017, 7:00 P.M.
Paul D. Bueche Municipal 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. Council Meeting of August 28, 2017 MOTION Pg. 20
5. **APPROVE AGENDA:**
5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
6A. City Manager's Report MOTION Pg. 2
6B. Monthly Reports (Check Register, DPS Report, & Building Report) Pg. 43
6C. Consumers Energy Hearing Pg. 64
6D. Homecoming Parade Permit Application Pg. 66
6E. Dort Federal Site Plan Materials Pg. 70
6F. Comcast Notice Pg. 83
6G. Park Board and Housing Improvement Committee Draft Minutes Pg. 84
7. **MEETING OPENED TO THE PUBLIC:**
7A. General Public Comments
8. **COUNCIL BUSINESS:**
8A. Heritage Village Lot Proceeds RESO Pg. 16
8B. Homecoming Parade Permit RESO Pg. 17
8C. Dort Federal Site Plan & Special Land Use RESO Pg. 18
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION

Next Month Calendar

Downtown Development Authority:	Thursday, September 14, 2017, 6:00 p.m., PDBMB
Fire Board:	Monday, September 18, 2017, 6:00 p.m., Public Safety Building
Zoning Board of Appeals:	Wednesday, September 20, 2017, 6:00 p.m., PDBMB
City Council:	Monday, September 25, 2017, 7:00 p.m., PDBMB
Police Authority:	Wednesday, September 27, 2017, 10:00 a.m., PDBMB
Planning Commission:	Tuesday, October 3, 2017, 7:00 p.m., PDBMB
Park Board:	Wednesday, October 4, 2017, 5:30 p.m., PDBMB
City Council:	Monday, October 9, 2017, 7:00 p.m., PDBMB
Downtown Development Authority:	Thursday, October 12, 2017, 6:00 p.m., PDBMB
City Council:	Monday, October 23, 2017, 7:00 p.m., PDBMB
Police Authority:	Wednesday, October 25, 2017, 10:00 a.m., Mundy Township

City of Swartz Creek
CITY MANAGER'S REPORT
Regular Council Meeting of Monday, September 11, 2017 - 7:00 P.M.

TO: *Honorable Mayor, Mayor Pro-Tem & Council Members*
FROM: Adam Zettel, City Manager
DATE: September 6, 2017

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(No Change of Status)*

The golf appraisal is underway. The allocation of value between the city and Flint Township is as much an issue as the establishment of a total true cash value for the entire course. While all the road frontage, structures, and much acreage is in the city, there is more land area for the course in the township. This circumstance is problematic for us.

The Huizinga appeal petitions have been approved by the MTT but the city request for an extension has not. This means that the new, much decreased value claims by the owner have been accepted BUT the MTT refused to allow more time for the city to refute these values. This is the small office that opted to reduce the requested value by 50% just a few business days before valuations were due. At this point, all we can do is await the findings of the MTT based upon information already submitted.

✓ **STREETS** *(See Individual Category)*

✓ **MORRISH SIGNALS** *(No Change of Status)*

Mr. Svrcek is checking on the long term replacement schedule for the signal at Miller and Morrish. This is an older signal that will require modernization at some point, though this will be rather expensive. For the time being, the signal functions well and is providing an acceptable level of service and safety per the city's engineers. We will set up a plan for timely replacement and optimization.

The previous report follows:

There has been more concerns about the signal at Morrish and Miller Road. We had studied this intersection using the traffic engineers at OHM. Their report indicated that the level of service, overall, would not likely be improved with the addition of a dedicated left turn signal. However, I have followed up with them regarding this matter. A note from Mr. Harris with OHM is attached. From a practical standpoint, it appears cost may be a bigger barrier at this point. Please let me know if there are comments or if there is a collective desire to move forward with changes at this intersection.

In addition to Miller Road, there has been a desire by some in the community to re-engage the signal at Morrish Road at the raceway. Anecdotally, it appears this will help with vehicles exiting the interstate and turning left onto the interstate. We have

made an inquiry to MDOT regarding this process. They have acknowledged our inquiry but they have not provided an answer. Please let me know if there is any objection to moving forward.

✓ **2017-2020 TRAFFIC IMPROVEMENT PROGRAM (TIP) (Update)**

The county is beginning to align the 2019 projects for 2018 preliminary engineering. We are being informed that, since the engineering is to be less than \$25,000, the city shall not need to engage the qualified bidding selection process (QBS). This is good news because the QBS process is long and arduous, requiring an absurd amount of staff hours and paper filings in order to have an engineering expense that is reimbursable with federal funds.

The city has only one project slated for federal funding through the regional planning commission Traffic Improvement Program (TIP). Fairchild is to be designed in 2018 and constructed in 2019, which is the last year of the three year TIP cycle. After that, we hope that Miller, west of Morrish will be in the 2020-2022 cycle. Seymour is not on the radar at this point, though we may try to put it on the next cycle as well.

Listed below is the breakdown for Fairchild, including federal funding:

<u>Road</u>	<u>Point of Beginning</u>	<u>Point of End</u>	<u>Length (Miles)</u>	<u>Lanes</u>	<u>Lane Feet</u>	<u>Width (Feet)</u>	<u>ADT</u>	<u>Total Cost</u>	<u>Federal Match</u>	<u>Local Match</u>
Fairchild	Cappy	Miller	0.28	2	2956.8	44	2456	\$312,306	\$249,845	\$62,461

✓ **STREET PROJECT UPDATES (Update)**

This is a standing section of the report on the status of streets as it relates to our dedicated levy, 20 year plan, ongoing projects, state funding, and committee work. Information from previous reports can be found in prior city council packets.

Ingalls should be complete, with the exception of turf restoration by Saturday, September 9th.

Abbey should also be complete by the 9th. Note that this project was delayed by unforeseen subgrade conditions that require some full depth reconstruction. Though this certainly caused a delay, the road will have a much longer life due to the additional work.

The final 'cape seal' process for those streets due for preventative maintenance will commence following the completion of Ingalls street. This last component was delayed to protect the coating from construction traffic in the vicinity. Application should only take one or two days and will result in a finished, uniform, and black surface.

Sidewalk replacement is underway on Worchester. Concrete work will continue in phases throughout the reconstruction area of Worchester, Winston, and Chesterfield. Once curbing is in place, road removal and replacement can begin. While no longer ahead of schedule, the contractor still anticipates completion this season.

We still await a meeting of the street committee. Once the engineer and contractors can communicate findings related to 2018 pricing, we will get a final recommendation

on 2018 projects. This will also include a recommendation regarding bidding the projects or using negotiated prices. I also expect them to debrief on forestry, decorative signs, and other contractor issues. This meeting will be open to the public.

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

✓ **SEWER REHABILITATION PROGRAM** *(Update)*

Lining work is approved for Chelmsford and Valleyview Drives. Inspection of Winshall should occur around November 13th, with pipe preparation for Chelmsford and Valleyview at the same time. Lining is expected around November 27th.

This program is on schedule and budget. Based upon current rates and existing fund balance, staff may recommend expending more in the next year or two on the sewer rehabilitation plan in order to get some higher risk assets completed more quickly. This could include Winshall Drive and Miller Road sections.

✓ **UTILITY RATES** *(No Change of Status)*

Unless there are changes or updates to the status quo, this section will be removed from future reports.

Based upon prior conversation, there are no immediate plans to alter utility rates based upon changes to the city's water expenses to the county nor savings in the sewer fund. Staff will monitor operations of the water fund to ascertain how water loss efficiencies and increased rates will combine to impact finances.

Note that, according to the previously submitted notice, our equivalent meter factor has been set at 35 instead of 25 as requested. However, this notice applies only to 2017. My understanding is that the peak usage from 2017 may result in 25 units beginning in 2018. I have a call into their office to affirm what is happening. If the 35 unit assignment stands, this will cost the city \$48,000 more each year, or about 3%.

The sewer rates are on hold pending an evaluation of the rehabilitation needs for the Winshall Drive sewer line. The current understanding is that there is a 5% operating surplus, however, rehabilitation needs may require these funds to remain on schedule for the 20 year plan.

✓ **WATER MAIN REPLACEMENT – PLAN COMPLIANCE** *(No Change of Status)*

Mapping of the water valves and mains is to be completed by Rowe Professional Services Company. This information will be used by staff to complete the water master plan and reliability study that the Michigan Department of Environmental Quality expects to have by January.

Genesee County Water and Waste Services still intends to update their 2003 Water Master Plan this year. During this process, they are going to analyze the Swartz Creek area to ascertain what current and future needs are. This information will then be used by their consultant to make determinations concerning additional water feeds into the area and the sizing of the water main, including Miller Road.

Their plan is to rely less on Miller Road and more on secondary feeds that could approach the city from the north, south, and west. This would be good for us in the

long run and negates the concern that Miller Road would need to be increased in size and/or used as an intercommunity transmission line.

The city is working with the county to abandon the Dye Road water main in the vicinity of the rail line. This line is prone to breaks, which can be very costly and dangerous near the rail spur. The intention would be to connect our customers to the other side of the street, onto the county line.

Regarding the practical needs to secure funding for our larger projects (Miller & Morrish, among others), Lou has put together some figures on our mid-term capital investment needs. It looks like we will need to spread this cost out over time and/or offset it if we are to be successful. As such, Mr. Svrcek and Mr. Fleury have been looking into the use of federal funds as a potential grant and lending source for water main. Because the life of these assets is so long and the cost so high, bonding or borrowing for their replacement is common. Lou feels we may be eligible for some grant funds.

✓ **WATER SYSTEM STATE REVIEW** *(No Change of Status)*

Michigan Department of Environmental Quality staff have performed an annual review of our operations. They are requiring some documentation and changes:

1. We are required to have a 5 and 20 year capital improvement plan (see above).
2. The city must have a valve maintenance program that includes a general schedule for exercising valves. Staff will document our policy moving forward.
3. The city must supply our purchase contract with Genesee County for our water supply. This document is on file and shall be provided to the DEQ.
4. The city must provide a water main inventory (see above).
5. The city must provide an updated Emergency Response Plan. We have this on file and shall do so.

✓ **NPDES STATE REVIEW** *(Update)*

Michigan Department of Environmental Quality staff have performed a paper audit of our storm water management policies, ordinances, and procedures. They have a number of requests for supplemental paperwork that the city and Genesee County Drain Commissioner's office (Surface Water Management Division) must provide.

This program has been a thorn in our side for years, and I believe Mr. Bueche's prediction is coming true. What appeared to be a reasonable and appropriately scoped mandate to provide for storm water management solutions at the local level, is quickly escalating into a large state unfunded mandate to provide water testing, training, public education, monitoring, enforcement, and reporting at the local level.

This request stems from the National Pollutant Discharge Elimination System, which resulted in the cooperative program operated by the county in which the city participates. They charge an annual fee to conduct monitoring, public education, and reporting. They also assisted in the draft of the city's massive storm water ordinance that was passed relatively recently.

✓ **POLICE SERVICE** *(Update)*

Gaines Township is interested in services from the Metro PD. Officers have been cross-sworn. The authority board is very receptive of the idea. I too am optimistic and would like to see how bringing this entity into the fold may work. Gaines officials indicated they will study this over a period of about 18 months. There is a board meeting planned for the township on September 6th. I will attempt to learn what occurs(ed) there.

It was reported that the authority has spent 48% of their operating budget over a period of 54% of their fiscal budget year. This is good news. We were also informed that operations are smooth and the new building should be complete by October.

The city is finishing renovations on the public safety building walls and carpet. It appears there may be a new arrangement for sharing space between the fire department and police department, with the fire department taking on more space and the city also occupying space for storage. I am working on allocating space on a square foot basis and apportioning utility bills based upon occupancy and use. The fire board was not able to thoroughly vet this at their meeting on August 21st.

✓ **HERITAGE VACANT LOTS** (*Business Item*)

The two units approved for sale have been sold. Proceeds from those units amount to \$21,917.10, collectively. The association requests that proceeds beyond the city's investment be allocated and paid to the association in a manner reflecting the program executed with city-owned lots in Springbrook East.

I think this is a great plan. The lot sales should be able to relieve some of the financial burden imposed upon the community by the road assessment that resulted from the housing crisis. I have placed a resolution on the agenda to enable this payment. I recommend the findings and decision extend to all applicable units.

✓ **WINCHESTER WOODS LOTS** (*No Change of Status*)

A meeting was held on August 22nd and was well attended. Invitations were sent to all owners in Winchester Woods as noted in the previous meeting packet. The conversation was engaging and rational. However, not much consensus resulted. What I was able to take away from the conversation is that the woods area is an asset that most folks would rather see left intact. There was not much support for investing in improvements to make the lots usable for single family construction.

There was some support for area-wide and/or focused drainage improvements in the form of piping and ditching. I will look to create a survey instrument when things calm down in the fall that might better inform us of what people would like to see happen.

The previous report follows:

The city engineer has created a set of investment options for this subdivision. If the agenda was not jam packed, this would be up for presentation/discussion. For the time being, the proposals are included for review and future discussion (albeit small in scale). One proposal costs \$2.6 million and addresses all outstanding drainage, sanitary sewer, and water service needs. This design is the text book solution to all existing drainage issues, of which there are many. It also prepares the vacant lots for

development. I suspect this is too much investment for this area to endure, no matter how the assessment is appropriated.

A second proposal costs \$750,000 and only addresses the immediate needs necessary to make the vacant land buildable. This includes sanitary sewer installation on a more limited basis, as well as targeted drainage to alleviate future impacts. Note that this is still about \$20,000 per lot (vacant lots only)

As noted previously, Paul Fortino from Gaines was also able to attend consultation with the city engineer. He has not shown interest in interjurisdictional cooperation when asked to participate in design and/or construction.

✓ **NEWSLETTER (Update)**

This may be the last call for content. We would like to see distribution of this before the end of September. Newsletter content will certainly include streets, SeeClickFix, and the new credit/debit payments. Other thoughts?

✓ **SUNOCO (Update)**

I have had additional conversations with the owner representatives for the private property west of the Holland Drive site. They affirmed that they have no desire to integrate their site with the Holland Drive site in any formal way. However, they did express an interest in updating their surfacing in tandem with the city (at their own expense), with the idea that the sites COULD be integrated at a future point. They also noted that they do not intend to construct a fence, and that they would allow use of their lot if practical.

The DDA will be discussing this at their meeting on the 14th. It looks like the current options are to do nothing, construct a separate parking lot (plaza space), or go back to the drawing board for other options, such as a sale on the open market. I have been working with OHM on a proposal, per the direction of the DDA, to create schematic engineering for a site that enables parking and pavilion use.

✓ **ELMS PARK RENOVATIONS (Update)**

The final renovations (accessible parking, walkways, and exercise equipment) are due to begin anytime.

✓ **TRAILS (Business Item)**

The certified resolution of support and maintenance obligation has been sent to the Genesee County Metropolitan Planning Commission. They intend to begin preliminary grant writing for Section 1 of the trail in the city and Flint Township.

The previous report follows:

We have some updated concepts from OHM. They propose three phases to connect the Genesee Valley Trail to the city, using Miller Road to Bristol, Bristol to Elms Park, the Park to the Creek, and the Creek all the way to Winshall Park. The plans appeared to be well received and are slated for inclusion in the draft park plan.

Concerning implementation, the idea is to combine a DNR Trust Fund Grant with an MDOT Transportation Alternatives grant to pay for 80%+ of phase one. This application would be a joint application with Flint Township (coordinated by the Genesee Metropolitan Planning Commission). The soonest that a combined grant award could be given at this point is October of 2018, with construction in 2019.

Below is the proposed breakdown and schedule as provided by Mr. Mauer of the Genesee County Metropolitan Planning Commission. Note that this is the Swartz Creek/Flint Township combined project, though about 80% will be city costs. The next step will be design engineering. As such, I have requested a proposal from OHM.

S. Dye Rd. / Miller Rd. Non-Motorized Path				
		Grant Request		Local Funds
		MDOT TAP	MDNR Trust Fund	
Construction (35% local match)	\$790,000	\$ 513,500		
			\$ 276,500	
Final Design (10%)	\$ 79,000		\$ 23,500	\$ 55,500
Final Engineering (15%)	\$118,500			\$ 118,500
Total	\$987,500	\$ 513,500	\$ 300,000	\$ 174,000
Tentative Schedule				
Sep-17	Inter-community project resolution			
	Letters of support			
	Trail maintenance agreement			
Oct-17	Draft MDOT application			
Nov-17	Submit application for 2019 MDOT TAP funds			
Dec-17	MDOT TAP Review Session			
Jan-18	Draft MDNR application			
Mar-18	Submit application to MDNR Trust fund			

- ✓ **DISC GOLF CONCEPT** (No Change of Status)
Conceptual approval has been granted for a course in Winshall Park. There is no active interest in fundraising. I will keep the city council informed.
- ✓ **REDEVELOPMENT READY COMMUNITIES** (No Change of Status)
The city is now “formally engaged” in the RRC program. I await word of the next steps that the city is to take.

Related to this, the DDA has approved the branding/marketing proposal. This is a big step in bettering the city's image and is also a requirement of the RRC program. The August DDA meeting is expected to have a focus on this branding effort.

I have created drafts of board and commission job descriptions and applications. They are available on the city's website.

✓ **MEDICAL MARIJUANA LAND USES (Update)**

The planning commission is beginning the process to officially amend the text of the zoning code to enable four of the five state licensed facilities:

1. Growing
2. Processing
3. Testing
4. Transportation

The draft ordinance, to be reviewed with a public hearing on October 3, 2017, currently omits provisioning centers. The four permitted uses will be limited to special land uses within industrial districts. Note that the city can still amend the ordinance or opt out of regulating and permitting any of the state regulated uses.

✓ **PENSION DEBT (Update)**

The city and township have or will be making payments. This section will be removed from the next city council report. Congrats Swartz Creek for tackling this debt!

✓ **DOG PARK (No Change of Status)**

The Eagle Scout candidates are back on the case. There is now a fundraising platform set up to make this happen (GoFundMe). If you are interested in contributing or know of another person or entity that might be, feel free to contact me.

✓ **FIVE YEAR PARK PLAN (Update)**

Rowe Professional Services Company is working on the revised plan. They collected information from the park board at their July meeting regarding goals and the action plan. This has been drafted and made available for public comment, along with questionnaires. A revised plan, including the trail schematics, is expected to be reviewed at the October meeting, with a public hearing expected to follow on November 7th.

I have attached a copy of the survey. The web address for the online survey is: www.surveymonkey.com/r/swartzcreekrec

✓ **RADAR FEEDBACK SIGNS (No Change of Status)**

The police authority is looking to possess and operate these. This was discussed at their July meeting. However, they may require guidance on how the funds to acquire them will be handled (e.g. split by city and township directly or through the authority budget).

At the MPA meeting on June 28th, the board felt that this service would be ideally served by the police authority for various reasons:

1. They have staff that can move and install the signs
2. They are aware of traffic concern areas
3. They can engage in direct enforcement
4. They are staffed 24/7 for equipment issues
5. They can coordinate the economies of scale for all participating communities, saving purchase costs

If the authority does not proceed, the city can still engage in its own program.

✓ **CONSUMERS CONSERVATION PILOT PROGRAM (Update)**

CE is looking to do a kickoff event in the community on Saturday, October 14th or the 21st, from about 10:00 a.m. – 1:00 p.m. I indicated that our parks are available, as is 5012 Holland Drive. The only item they asked us for at this point was information regarding city projects that participants could vote on for a donation by CE. I indicated that the trails, the Holland Drive project, and a renewable energy feature on public property/buildings could be options.

The previous report follows:

The purpose of the pilot is to engage other stakeholders in the area for participation in a new pilot program that will explore how best to reduce energy load on a specific substation in the city.

CE is specifically seeking to learn how much energy a community-wide energy reduction program can save. They indicated that our sub-station is at 70%+ capacity. Their goal is to reduce energy usage in the 48473 zip code to avoid an upgrade. I indicated that there are growth pressures in the residential and commercial sectors that may conflict with the need to reduce energy consumption. They indicate that the pilot secondary goal is to assess the impact of energy conservation on existing customers as well, making this a learning experience of value, whether or not an upgrade is ultimately needed.

To conduct the program, the city's approval and involvement is not required, however, I indicated that myself or another staff member could serve on their task force if needed. What they are proposing is a targeted marketing campaign to get residents and businesses to reduce energy by: 1. Learning best practices, 2. Competing for prizes for reductions, 3. Gaining access to technology and rebates that can improve efficiency.

One component that does involve the city and broader community is the competition component. The CE representatives indicated that there will be individual and collective competitions. Winners of these savings competitions would be eligible for individual prizes, and there would also be one or more community prizes. The community prize was described as a contribution of about \$10,000 to a community endeavor that participants could vote for. I indicated that there were some items available for donations and/or had pre-existing line items in our budget, such as the

Dog Park, Disc Golf, Holland Drive Property, and trails. They will likely pick a candidate from among these options, as well as some school or other community options.

✓ **DURAND AREA INDUSTRIAL INVESTMENT** *(No Change of Status)*

This matter is starting to gain the attention of the world. Unfortunately, I have no new information regarding the rumored industrial investment that is planned for the Durand area. The best information that I have found was included in the June 26 city council packet. What appears to be affirmed is that some sort of steel or raw material producer is interested in constructing a large facility north of Durand. This facility is alleged to be valued at close to \$5 Billion and would employ hundreds of employees. It is also being promoted as an engine for numerous spin off businesses.

The scale of this investment and its impact would be unprecedented and would dramatically impact the housing, retail, and service market for Swartz Creek, as well as potential industrial demand. However, no information has been substantiated to ameliorate concerns over air quality impacts. Since our community is 4-5 miles east by north east, we are in the immediate crosshairs of any such impacts. I have heard that the facility could be a potential polluter, and I have heard that it could have no measurable or observable impacts on air quality.

At this point, we find ourselves as a stakeholder in this project without much information to respond. I will do my best to learn more and report to the city council. This is something that, if it proceeds, will have a tremendously positive impact on our town, or a mixed impact (economic/environmental). Since various state and federal agencies are involved, we should be prepared to inform ourselves and use our formal and collective voice to promote the best interest to the Swartz Creek community.

✓ **TAX REVERTED PROPERTY LIST** *(No Change of Status)*

For the time being, the accepted course of action is to hold the Heritage property, pending use in accordance with the current development and sale process that the neighborhood association is coordinating with J.W. Morgan Inc.

I have received a call from an alleged property interest of the Second Street vacant land. They indicated that they missed the tax payments for various reasons and would like the property back. The contact indicated that the house adjacent to the site was owned by the same owner, but had the taxes paid by an escrow company. I indicated that the city is likely to take ownership of this property due to circumstances, but a letter to the city council requesting sale back to them would be the best way to proceed with any attempt to reacquire it.

✓ **POINT AND PAY SYSTEM** *(Update)*

This service is moving forward. Software is installed, card readers have been received, web links are ready, and staff is trained. This service should be online for the fall utility collection.

✓ **GOODALL ROAD WATERMAIN** *(Update)*

The packet previously included a notice that the Shiawassee County Road Commission will be doing bridge work on Goodall Road. The project includes bridge work, and they notified the city that they intend to cut the main. This main services the old water pump station on Brown Road that was built to service Winchester Village. The main is abandoned, but by all accounts is serviceable. The county has indicated some desire within the last decade to place this into service as a backup. There is also potential to use it to service customers with KWA water in the future, especially with the potential for the "Project Tim". As such, I responded that they should keep the city whole and the main serviceable.

We have received a response from the project engineer that the proper permits were discovered and the watermain will be repaired as a project expense.

✓ **5157 MORRISH ROAD DEMOLITION** *(No Change of Status)*

The award for the demolition of the house at 5157 Morrish Road, with the use of federal Community Development Block Grant Funds, has been made by the city. We now await a federal funds agreement from the Genesee County Metropolitan Planning Commission. Once this is complete, we can execute a local agreement and proceed with work.

✓ **FIRE DEPARTMENT** *(Update)*

I have no new information regarding the fire board or the circumstances surrounding the apparent initiative to separate employment with the standing chief, Brent Cole. However, there is an apparent resulting divide forming that has some folks inquiring about a separation of the city from the township.

I think such talk, while warranted, may reflect an initial reaction more so than a vetted response to the situation. I and Mr. Chris Gehringer (Township Supervisor) intend to meet prior to the fire board meeting to discuss matters relating the fundamental agreement that exists between the two municipalities regarding fire service. There could be other options available. Certainly, communication between the township and city needs to occur. I will report the findings.

The previous report follows:

The employment status of the fire chief was placed on the August 21 agenda in the form of a vote of confidence. This item was subsequently tabled until the September meeting. There is no question that the position of Clayton Township as it relates to the ongoing employment of Mr. Cole appears very doubtful. I do not believe the city or its representatives have much control over the situation given the circumstances, specifically the Fire Board composition and wording of the existing fire agreement.

The relationship between the City and Township is clearly stressed. The division at the fire board is extremely pronounced and negative by most accounts. I am not sure what the outcome of any employment discussions might be. However, I will continue to speak with Township representatives, including Mr. Chris Gehringer, about this matter and related fire department business.

Recent developments have limited progress on the budget, leased space expansion, and related equipment purchases. The current budget proposal indicates flat spending, with a very notable exception being the aforementioned equipment purchase.

I will keep the city council informed. As noted, I will do my best to maintain relationships with the two governments with the hope that board relations improve. The current happenings related to the chief certainly add strain and are representative of a number of communication and view differences. If city council members desire to discuss this matter in terms of policy, the interlocal agreement, or other forms of strategy, please let me know.

✓ **DON SHENK REHABILITATION** (*Business Item*)

The temporary Housing Improvement Committee met for the first time, with the assistance of a professional architect, on September 7th.

Minutes from this meeting are attached. A future meeting has not been scheduled at this time. The action plan moving forward is to immediately conduct cleanup services within the home. Circumstances have not been kind. After keying the locks to gain access (again), we discovered deteriorating conditions. We made the decision to immediately engage a service company to clean up bad conditions, including carpet removal throughout as well as basement wall demolition and removal.

The tentative rehabilitation budget is \$80,000, with the understanding that acquisition, carrying, and realty costs will amount to about \$35,000. The committee came up with a tentative list of repairs and improvements (see the minutes). Once these are priced and the home is in a better condition to have a secondary evaluation, bid specs are expected to be delivered. The city can then engage in sealed bids for such services. Since profit is not an option, it can be assumed that no amount of investment will help or hurt the city financially unless we invest more than a sale can reasonably generate.

Reminder: the city CANNOT profit from this endeavor. Tax rules require that proceeds to be returned to the county. So, the city could recover any investments in owning, operating, improving, and maintaining the house, but the city cannot sell it for more than those investment inputs and keep the proceeds.

✓ **OTHER COMMUNICATIONS & HAPPENINGS** (*Update*)

✓ **MONTHLY REPORTS** (*Update*)

The August check register, DPS report, and building report are included for reference.

✓ **CONSUMERS ENERGY NOTICE** (*Update*)

CE will be asking the Michigan Public Service Commission to review its implementation of its Renewable Energy Plan costs for 2016.

✓ **COMCAST NOTICE** (*Update*)

Comcast has sent notice of a change in channel availability.

✓ **BOARDS & COMMISSIONS** (*See Individual Category*)

✓ **PLANNING COMMISSION** (*Update*)

A site plan for Dort Federal Credit Union is discussed below. Medical Marihuana is discussed above.

The other significant piece of business before the planning commission is the site plan for KFC. KFC is proposing a restaurant and drive through for the northwest corner of Miller and Elms. Conceptually, the plan was well received and is much more compatible with the site constraints than previous site plan applications for this site. The primary concern of the city staff, planning commission, and attending public was traffic. It is expected that KFC shall conduct a traffic impact assessment for their drive to Miller Road prior to the next meeting.

There is also a site plan coming together for another phase in Springbrook East. This will be a small infrastructure addition of about twenty (20) units.

The next meeting is scheduled for October 3rd and will likely include the site plan and special land use for KFC, the site plan for Springbrook East, and the public hearing on Medical Marihuana.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY** (*No Change of Status*)

See the Sunoco section above for details regarding that matter.

Overall, the DDA is becoming quite busy with the Sunoco and branding. With any luck, there may be a public project occurring on the Sunoco site in the spring. The August 10 meeting focused on branding. Follow up with the Sunoco plan was also be on the agenda. I was out of town for this meeting.

✓ **ZONING BOARD OF APPEALS** (*No Change of Status*)

Training was held on June 14. There was full attendance. No other business is pending. However, there is a good chance for a variance in September for the Marathon property, given the known site constraints.

✓ **PARKS AND RECREATION COMMISSION** (*Update*)

Their meeting was held on September 6th. Primary matters are reported elsewhere in the packet (park plan & trails). The minutes of the meeting describe deliberations and findings related to the tot lot community build, a forestry partnership with the school, and parking in Elms Park. Of particular note was a desire by the board to meet a half hour earlier! Moving forward, Park Board meetings shall be scheduled for 5:30 p.m.!

✓ **BOARD OF REVIEW** (*No Change of Status*)

The March Board of Review met on July 18, 2017. I believe they meet again for specific appeals in December.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **HOMECOMING PARADE PERMIT (*Business Item*)**

There is a routine permit before the city council for the annual Homecoming Parade. The route remains the same as last year, opting for a loop from the Middle School via Crapo Street and Morrish Road instead of coming down Frederick Street as in prior years. The Metro PD sees no problems with this arrangement. The parade is scheduled for 5pm on Friday, September 22, 2017. Insurance is provided.

✓ **DORT FEDERAL SITE PLAN AND SPECIAL LAND USE (*Business Item*)**

The site plan for Dort Federal was recommended for approval, as applied for, by the Planning Commission at their regular meeting on September 5th. The application and review letter is included in the packet. The full site plan, including elevations will be sent separately due to size.

The proposal is for an approximately 3,000 square foot office with drive through tellers. The site chosen in front of Meijer can easily accommodate it, and there are no application or site plan issues noted. See the review letter for site plan and special land use details. I recommend final approval.

Council Questions, Inquiries, Requests, Comments, and Notes

Double Poles: I filed a complaint with the Michigan Public Service Commission. At this point, I have not received a response.

Animal Spay and Neutering: A resident from the Winchester Village Subdivision sent an email to the city. The letter indicated that they believe stray animals are an increasing problem in the city. The letter advocated for an ordinance and enforcement measure to be considered that would result in a requirement for spaying or neutering of all pets that are not covered by a breeder's license. If council desires, I can investigate such ordinance and enforcement measures. Let the Mayor know if you wish to see the original email.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, September 11, 2017, 7:00 P.M.**

Resolution No. 170911-4A MINUTES – August 28, 2017

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, August 28, 2017, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 170911-5A 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 September 11, 2017, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 170911-6A CITY MANAGER’S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of September 11, 2017, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**Resolution No. 170911-8A RESOLUTION TO APPROPRIATE HERITAGE VILLAGE
LOT SALE PROCEEDS TO THE HERITAGE VILLAGE
NEIGHBORHOOD ASSOCIATION**

Motion by Councilmember: _____

WHEREAS, the city previously acquired a total of six vacant units in Heritage Village Condominium, including the following units:

3284 Heritage Blvd	58-30-651-091
3278 Heritage Blvd	58-30-651-092
3270 Heritage Blvd	58-30-651-093
3264 Heritage Blvd	58-30-651-094
3323 Heritage Blvd	58-30-651-106
3329 Heritage Blvd	58-30-651-107

WHEREAS, the city determined that a public purpose existed for obtaining the lots, being control and guarantee for the collection of the special assessment fees, the preservation of property values for the existing homes in the subdivision and the control over the quality of housing constructed on said units; and

WHEREAS, the city previously found that the long term intent was to sell the lots to recover assessment costs and other administrative costs that may occur and to preserve property values consistent with the findings within this resolution; and

WHEREAS, the city, following the Heritage Village of Swartz Creek Condominium Association (HoA) recommendation, sold two of these units to a local developer with the intention of realizing quality and timely development of housing at a market sale price of each unit; and

WHEREAS, the HoA has requested that proceeds from unit sales, being the sale price of said units less the cities acquisition and recorded carrying costs for said units, be paid to the HoA to offset assessed cost of infrastructure; and

WHEREAS, some units acquired directly through the tax reversion process are statutorily obligated to deliver said proceeds to the Genesee County Treasurer/Genesee County Land Bank; and

WHEREAS, the city council finds that the delivery of proceeds to the HoA or County agency, as applicable, to be an appropriate public benefit based upon past practice, applicable law, and the intention of the unit acquisitions.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council approves the payment of proceeds from all current Heritage Village lot sales for properties not otherwise encumbered by the Genesee County Treasurer and/or Genesee County Land Bank to the Heritage Village of Swartz Creek Condominium Association,

BE IT FURTHER RESOLVED, the city will endeavor to make payments within 60 days of each sale in an amount to be determined by the City Treasurer.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 170911-8B

RESOLUTION TO APPROVE A PARADE PERMIT FOR THE SWARTZ CREEK COMMUNITY SCHOOLS HOMECOMING PARADE ON SEPTEMBER 22, 2017

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns, operates, and maintains a network of major and local streets; and

WHEREAS, the streets, upon the finding of a public benefit and no unreasonable hardship, may be permitted for closure from time to time as permitted by the city council; and

WHEREAS, the Swartz Creek Community Schools seeks a street closure permit for the annual Homecoming Parade, to commence at 5:00 p.m. on Friday, September 22, 2017; and

WHEREAS, the city council, following the recommendation of the police authority, finds that the application, including insurance, is complete and that this event offers a public benefit without imposing an unreasonable hardship.

NOW, THEREFORE, BE IT RESOLVED that the City of Swartz Creek approves the application of the Swartz Creek Community Schools to conduct their annual High School Homecoming Parade on Friday, September 22, 2017 from 4:45 pm to 6:30 pm. Parade route as follows:

- Crapo/Maple, Eastbound to Morrish
- Morrish, Northbound to Miller
- Miller, Westbound to Fairchild
- Fairchild, Southbound to Middle School

Under the direction and control of the Chief of Police (or designee) and in accordance with the stipulations and conditions set forth in the permit and application, including the provision of proper insurance.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 170911-8C

RESOLUTION TO APPROVE THE SITE PLAN AND SPECIAL LAND USE FOR THE DORT FEDERAL CREDIT UNION ON MORRISH ROAD

Motion by Councilmember: _____

WHEREAS, the city received a proposal to construct a credit union with drive through and teller lanes on 1.55 acres of vacant land west of Meijer, identified as parcel 58-36-100-001, said land zoned General Business District (GBD) with a Planned Unit Development overlay zoning classification, and;

WHEREAS, the project is a special land use within the GBD and requires a full site plan review, with an additional approval for the special land use, and;

WHEREAS, the planning commission found that this single developmental pad is being developed in accordance with the intent and concept plan on file for the Planned Unit Development District, and;

WHEREAS, the planning commission, in reviewing the application materials and review criteria in Zoning Ordinance Sections 8, 20, & 26-30, among other sections, found the proposed site plan for a credit union, inclusive of the special land use for drive through and teller lanes, meets the intent of the zoning ordinance, and;

WHEREAS, the planning commission, in reviewing the same sections, found that the plan is in compliance with the objective ordinance requirements, and;

WHEREAS, the planning commission found that the site plan in conjunction with the special land use, meets all other general and specific standards applicable for the special land use, and;

WHEREAS, the site plan and special land use have been recommended for approval, without conditions, by the Planning Commission at their regular meeting, following a public hearing, on September 5, 2017.

NOW, BE IT RESOLVED that the Swartz Creek City Council hereby approves the site plan, dated August 4, 2017.

BE IT FURTHER RESOLVED that the Swartz Creek City Council hereby approves the special land use, dated August 4, 2017.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 08/28/2017**

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.

Councilmembers Present: Cramer, Florence, Gilbert, Hicks, Krueger, Pinkston, Porath.

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, Clerk Connie Eskew, City Attorney Chris Stritmatter.

Others Present: Lania Rocha, Steve Shumaker, Bob Plumb, Faye Porath, Tommy Butler, Boots Abrams, Dick Abrams, Roy Hodge, Suzette Hodge, Matt Bade, Terry Coy, Steve Long, Lou Fleury, Janet Hodge.

APPROVAL OF MINUTES

Resolution No. 170828-01

(Carried)

Motion by Councilmember Porath
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday August 14, 2017, to be circulated and placed on file.

YES: Florence, Gilbert, Hicks, Krueger, Pinkston, Porath, Cramer.
NO: None. Motion Declared Carried.

MINUTES – Closed Session, August 14, 2017

Resolution No. 170828-02

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Hicks

I Move the Swartz Creek City Council approve the Minutes of the Closed Session Council Meeting held Monday, August 14, 2017, to be placed on file.

YES: Gilbert, Hicks, Krueger, Pinkston, Porath, Cramer, Florence.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 170828-03

(Carried)

Motion by Councilmember Florence
Second by Councilmember Cramer

I Move the Swartz Creek City Council approve the Agenda as, presented for the Regular Council Meeting of August 28, 2017, to be circulated and placed on file.

YES: Hicks, Krueger, Pinkston, Porath, Cramer, Florence, Gilbert.
NO: None. Motion Declared Carried.

CITY MANAGER'S REPORT

Resolution No. 170828-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Florence

I Move the Swartz Creek City Council accept the City Manager's Report of August 28, 2017, including reports and communications, to be circulated and placed on file.

YES: Krueger, Pinkston, Porath, Cramer, Florence, Gilbert, Hicks.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

Steve Long, resides at 5356 Worchester Drive, concerned on the lack of construction work on Worchester Drive. He also is having issues with littering on his property from the construction employees. He requested someone evaluate vacant property at 5335 Worchester Drive.

Lou Fleury, Rowe Professional Services, provided an update on the street construction. He commented the rain has caused some delays. Waiting on subcontractor to complete sidewalks on Worchester Drive then they can finish roadwork. Concrete work is scheduled this week on Ingalls for the new sidewalk then they will be moving to Worchester Drive.

Roy Hodge, owner of H & R Block & Goin Postal, informed council that a survey will be done on property and the east and south side of parking lot will be marked off.

Terry Coy, resides 5019 Hayes Street, he thinks that a plaza on the Holland Drive property and having events there would devalue his property and garbage on his property would be a continuing issue. He feels this property should just be used for parking.

COUNCIL BUSINESS:

RESOLUTION TO APPROVE APPOINTMENTS TO A TEMPORARY HOUSING COMMITTEE AND TO AUTHORIZE LIMITED PROFESSIONAL SERVICES RELATED TO THE SAME

Resolution No. 170828-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Cramer

WHEREAS, under the General Operating Rules of the Council, the Mayor, with the advice and consent of Council, may appoint temporary committees whose membership may include persons not on Council; and

WHEREAS, such committees must be temporary in nature, have a specific purpose, and include a specific time frame for their activities; and

WHEREAS, the city has acquired a residential structure in the community that is in need of repairs and improvement; and

WHEREAS, the council desires to enable a committee of residents, councilmembers, and staff to further deliberate on the particulars relating to the residential improvements as it relates to the structure and the surrounding neighborhood; and

WHEREAS, the council finds that professional services may be needed to provide advice and to formalize specifications for the renovation of such structure.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council hereby creates a temporary committee, to be referred to as the "Housing Improvement Committee," for the purpose of reviewing circumstances and making recommendations for the renovation of the structure on 5156 Don Shenk Drive.

BE IT FURTHER RESOLVED, the Housing Improvement Committee shall endeavor to deliver such findings at or before the regular meeting on September 25, 2017 and be subsequently dissolved unless otherwise engaged in further reviews at the direction of the city council.

BE IT FURTHER RESOLVED, the membership of the Housing Improvement Committee shall be composed of the following individuals:

Councilmember Pinkston
Matt Hart – Building Official
Adam Zettel – Staff Member (non-voting)
Tom Svrcek – Staff Member (non-voting)
Pat Williams – Resident

BE IT FURTHER RESOLVED, city staff, with the recommendation of the Committee, may spend up to \$1,500 for professional services related to this review on a qualified architect of their choosing.

Discussion Ensued.

YES: Pinkston, Porath, Cramer, Florence, Gilbert, Hicks, Krueger.

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE ADDITIONAL PENSION PAYMENT TO MERS

Resolution No. 170828-06

(Carried)

Motion by Mayor Pro Tem Pinkston
Second by Councilmember Cramer

WHEREAS, the City of Swartz Creek (“City”) and Charter Township of Mundy (“Township”) transferred their respective police service, including employees, assets, enforcement authority, and related powers and responsibilities to the Metro Police Authority of Genesee County (“Authority”), effective at 12:00 a.m. on February 1, 2017; and

WHEREAS, the City and Township, at the time of transfer, had outstanding accrued pension liabilities for affected current retirees and active employees; and

WHEREAS, the Authority has combined the transferred workforce, as represented by the Police Officers Labor Council, into a single unit that offers the same pension plan for active employees and a hybrid retirement plan for future hires; and

WHEREAS, the City and Township, responding to the request of the retirement plan provider, the Municipal Employee Retirement System (“MERS”), guaranteed the existing retirement plan and the new hybrid plan; and

WHEREAS, the City acknowledges that it is solely responsible for accrued pension liabilities for affected retirees and employees of the city as of the transfer date, which is recognized by the City and Township for actuarial purposes as December 31, 2016; and

WHEREAS, the City received the Annual Actuarial Valuation Report for the City of Swartz Creek (2504), December 31, 2016, which indicates an unfunded accrued liability of \$665,914 for the Police Unit (FOP) as of December 31, 2016; and

WHEREAS, the City finds that this amount most accurately reflects the liabilities accrued by the City for police services conducted for the City and therefor represents the liability obligations that the City has to the Metro Police Authority of Genesee County; and

WHEREAS, the Township has resolved to pay their respective unfunded accrued liability for transferred units to the Authority, as indicated for the same Annual Actuarial Valuation Report for the Township of Mundy, December 31, 2016; and

WHEREAS, the Authority is expected to provide pensions, as outlined in the retirement agreements included in the City Council Packet of March 27, 2017; and

NOW, THEREFORE, BE IT RESOLVED that the City Council affirms that the recitals stated above are true and correct and are incorporated herein by reference.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council hereby directs the Treasurer to make an additional payment to MERS in the amount of \$665,914 from the city's general fund, said payment to be made in whole or in parts by October 31, 2017.

YES: Porath, Cramer, Florence, Hicks, Krueger, Pinkston.

NO: Gilbert. Motion Declared Carried.

RESOLUTION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH LEGACY ASSESSING SERVICES, INC.

Resolution No. 170828-07

(Carried)

Motion by Councilmember Porath
Second by Councilmember Hicks

I Move the City of Swartz Creek approve an agreement with Legacy Assessing Services, Inc., of Fenton, Michigan, agreement as follows:

**AGREEMENT FOR
PROFESSIONAL ASSESSOR SERVICES**

This Agreement ("Agreement"), made and entered into this 14th day of September, 2015 by and between the **City of Swartz Creek**, a Michigan Municipal Corporation, with principal offices at 8083 Civic Drive, Swartz Creek Michigan 48473 ("City") and, **Legacy Assessing Services, Inc.**, 110 Mill St, P.O. Box 489, Fenton Michigan 48430 ("Legacy").

WHEREAS, the City desires to retain Legacy Assessing Services, Inc., as an independent contractor, to perform the duties as its certified assessor; and

WHEREAS, Legacy Assessing Services, Inc. has qualified personnel with the proper State CMAE certification to act in that capacity for and on behalf of the City; and

WHEREAS, the parties wish, by this Agreement, to define their respective rights and responsibilities during the term of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, the parties hereto, acting by and through their duly authorized representatives, **HEREBY AGREE AS FOLLOWS:**

SECTION I: BASIC SERVICES OF LEGACY

Legacy Assessing Services, Inc. shall perform the following service for and on behalf of the City.

1.1 General Duties:

Legacy Assessing Services, Inc. shall be required to perform all duties of an assessor pursuant to City Charter, Michigan statutory and case law, Michigan State Tax Commission rules, regulations and policies,

and all other rules and guidelines established for the proper performance of said position, as same may from time to time be amended, while this Agreement is in effect, and shall conduct and perform same in accordance with all applicable standards of professional conduct required of such Assessors. If material changes in the laws, statutes, rules, guidelines or City Charter during the term of this Agreement result in a substantial additional work burden on Legacy Assessing Services, Inc., Legacy Assessing Services, Inc. and the City agree to enter into good faith negotiations regarding possible amendments to this Agreement. For purposes of this paragraph, the term "substantial additional work burden" shall be determined to exist by mutual agreement of Legacy Assessing Services, Inc. and the City. If they cannot agree as to whether a substantial additional work burden has been imposed upon Legacy Assessing Services, Inc., Legacy Assessing Services, Inc. and the City shall select a mutually agreeable mediator/arbitrator who shall facilitate the negotiations to assist the parties in reaching such a determination, and if an impasse is reached in such negotiations, shall make said determination. The determination of the mediator/arbitrator shall be final, however, said mediator/arbitrator shall not have authority to establish the amount of additional compensation, if any.

1.2 Office Hours:

During the term hereof, Legacy Assessing Services, Inc. shall maintain office hours at City Hall at the above address, as follows:

A. Legacy Assessing Services, Inc. shall devote at least one workday each week to maintaining office hours at the City offices for public appointments. The parties shall specifically agree upon a regular schedule for the maintenance of such office hours. In the event Legacy Assessing Services, Inc. is unable to be present for office hours on the appointed days, it shall notify the City of the fact as soon as is reasonably practicable and an alternative day shall be substituted.

B. If the specified office days of Legacy Assessing Services, Inc. fall on a day recognized as a holiday for City employees, then it will be recognized as a holiday by Legacy Assessing Services, Inc..

1.3 Public Relations/Customer Service:

Legacy Assessing Services, Inc. shall work with and advise property owners in the ad valorem taxation system in an attempt to eliminate adversarial situations and establish positive public relations. The parties acknowledge that holding specific office hours for the public is valuable in the process of providing high quality customer service. The City wants to ensure that members of the public and City staff that need information from Legacy Assessing Services, Inc., or wish to speak to Legacy Assessing Services, Inc., are able to do so on a relatively convenient basis. In that regard, in addition to the hours specified in Paragraph 1.2, Legacy agrees to meet with or contact residents and City staff members beyond normal office hours as appropriate to address their tax assessment-related concerns. Phone calls and answers to emails and faxes will be responded to in a timely manner, with every effort made to respond to same within 24 hours of receipt by Legacy Assessing Services, Inc..

1.4 New Construction/Loss Adjustment:

During the term of this Agreement, Legacy Assessing Services, Inc. shall physically observe all new construction and real estate improvements through cooperation with the Zoning Administrator and will review all building permits. A copy of all building permits shall be provided for Legacy Assessing Services, Inc.'s use. All permits shall be provided with the correct permanent parcel identification number entered thereon. Likewise, Legacy Assessing Services, Inc. shall physically observe damaged or destroyed properties with respect to the making of any loss adjustments as shall be necessary in the performance of her duties.

1.5 Economic Condition Factors (ECF):

During the term hereof, Legacy Assessing Services, Inc. shall review and prepare new land values and economic condition factors (ECF) by areas and apply these factors to property records so that the current assessment is reflected as 50% of true cash value on the assessment record.

1.6 "Proposal A" Requirements:

The requirements of Michigan Public Act 415 of 1994 and all related property tax reform legislation amendments and updates shall be followed and monitored as required. This includes by example, but is not limited to, the filing of all associated reports and forms to fulfill the following requirements:

- A. Approve or deny homestead and agricultural exemptions;
- B. Track property transfer affidavits, matching them with deeds within 45 days of being filed;
- C. Apportion the homestead portion of a combination-use building;
- D. Determine the homestead status of parcels resulting when homestead parcels are split or;
and
- E. Calculate both assessed and tentative taxable values for all parcels, taking into consideration losses, new construction and replacement in any given year.

1.7 Assessment Roll Preparation and Records:

Legacy Assessing Services, Inc. shall enter the assessments onto the Ad Valorem and Industrial Facilities Tax (IFT) assessment rolls and prepare the warrant authorizing the collection of taxes by the City Treasurer. Legacy Assessing Services, Inc., in cooperation with the City Treasurer, City Clerk shall also enter any delinquent City utility payments onto the appropriate rolls. Assessor shall prepare, obtain and maintain, as necessary or desirable, such property cards, photographs, measurements, sketches, records and documents to meet all requirements set by the City and/or the State of Michigan regarding such assessment rolls and shall organize same on a basis that will provide easy access and comprehension of the information contained in each respective file and regarding each respective roll. Such information shall be entered into the City's records system in a reasonable timely fashion.

1.8 Reports:

The City may require Legacy Assessing Services, Inc. to prepare periodic reports and/or address the City Council regarding the overall activities, progress, problems and corrective measures regarding the various aspects of the duties of Legacy Assessing Services, Inc., under this Agreement. The City shall have the right at any time to require Legacy Assessing Services, Inc. to make available to the City, within 48 hours of notice being provided, all records and documents developed and maintained by Legacy Assessing Services, Inc. under the terms of this Agreement for review and/or audit. All time spent in the preparation and presentation of such reports or in gathering and making information available to City by Legacy Assessing Services, Inc. shall be deemed a part of the services contracted under the terms and provisions of this Agreement.

1.9 Board of Review:

Legacy Assessing Services, Inc. shall keep records regarding the March Board of Review session in accordance with City Charter, attached hereto as "Exhibit A".

Legacy Assessing Services, Inc. shall advise and provide adequate information to the Board of Review members as to how the assessments, capped and taxable values were determined to allow them to determine how best to decide a taxpayer's appeal; such information shall include the following:

- A. Sales map indicating all neighborhood increases or decreases
- B. Sales "comparable" book to include the following:
 - 1. Current picture
 - 2. Sales price versus assessment at time of sale
 - 3. Building permits issued before or after the sale.

Legacy Assessing Services, Inc. shall also maintain records for the July and December Boards of Review and shall advise and provide adequate information to the Board of Review members as to how the assessments, capped and taxable values were determined

1.10 Sales and Appraisal Studies:

Legacy Assessing Services, Inc. shall prepare sales studies using available data, evaluate all equalization and/or appraisal studies, and respond as appropriate.

1.11 Forms:

Legacy Assessing Services, Inc. shall file all forms fully completed with the Genesee County Equalization Department, State Tax Commission and other agencies and entities, as required, in a timely manner.

1.12 Defense of Appeals:

This Section shall apply to real and personal, IFT and ad valorem property tax appeals.

The City shall retain ultimate control of all litigation and settlement negotiations. Legacy Assessing Services, Inc. shall operate under the direction of the City Manager in any litigation regarding a tax appeal, including appeals to the Small Claims Division.

Legacy Assessing Services, Inc. shall defend all appeals to the Small Claims Division of the Michigan Tax Tribunal. This shall include, but not be limited to, filing necessary petitions, preparing and submitting such material, statistics and other information as is necessary to properly defend any such appeal, and appearing at all hearings and meetings as are required for the purpose of defending said appeal. The City hereby authorizes Assessor to settle, where Legacy Assessing Services, Inc. deems it appropriate or advisable, any appeal where the difference in SEV is \$150,000 or less. All the foregoing regarding appeals to the Small Claims Division is deemed to be included the services compensated pursuant to the terms and provisions of this Agreement. If, in the opinion of the City, additional outside consulting services are needed, the City shall be responsible for the cost of such services.

In all other potential appeals to the Michigan Tax Tribunal or State Tax Commission, Legacy Assessing Services, Inc. shall provide as part of the services included under the terms and provisions of this Agreement, such time and effort as is necessary to properly provide to the City information, documents, analysis and advice as may be required in the determination of Legacy Assessing Services, Inc. or the City to forestall the formal filing of an appeal or to settle a disputed case up to the date of the filing of a petition appealing a decision of the City or any of its agencies or boards to the Michigan Tax Tribunal or State Tax Commission. After the filing of said petition, Legacy Assessing Services, Inc. shall be available to the City for such further assistance as is required by the City in the defense of such appeal. Legacy Assessing Services, Inc. shall be available as an expert witness on behalf of the City in any proceedings. In the event of the termination of this Agreement and the necessity for the services of Legacy Assessing Services, Inc. for purposes of consulting, review of information, analysis or expert testimony after the date of termination, Legacy Assessing Services, Inc. shall be available, notwithstanding the termination of this Agreement, for assistance in the defense of such appeals, provided, same shall not apply to appeals filed in the Small Claims Division of the Michigan Tax Tribunal. Legacy Assessing Services, Inc. shall keep the City Manager informed of all appeals and provide the City Manager with recommendations, the manner in which the appeals are to be handled, proposed settlements and other similar advice.

The above provisions of this Paragraph 1.12 regarding appeals shall apply equally to any appeal of a personal property tax assessment.

1.13 Reappraisal Program:

Legacy Assessing Services, Inc. shall continue to reappraise parcels in the City each year, as time permits, to ensure proper assessments when parcels are “uncapped.” Maintenance renovations to structures are to be tracked so that said costs can be claimed as “new construction” when property is sold rather than treated as an increase in value that is subject to “uncapping” and results in the possibility of a Headlee rollback. The State Tax Commission recommends regular re-inspection of each property, preferably every five years. Legacy Assessing Services, Inc. shall work to meet guidelines and standards of the Tax Commission.

1.14 Personal Property Statements, Canvas and Audits:

Legacy Assessing Services, Inc. shall prepare and maintain the mailing list for personal property tax statements and maintain records for personal property including data entry and calculation of depreciated values and their extension within each statement. Legacy Assessing Services, Inc. shall conduct a personal property canvas to ensure equity among business owners within the City. Legacy Assessing Services, Inc. is required to perform random personal property audits when warranted by questionable data or lack of submitted data.

1.15 Equalization Increases:

Legacy Assessing Services, Inc. shall strive to eliminate across-the-board increases in property values by applying any increases received through the Genesee County Equalization Department to appropriate areas by using the economic condition factors hereinabove described, by adjustment of individual property assessments to 50% of true cash value, or as required by the State Tax Commission, in order to achieve maximum equity by class, and in accordance with the latest laws and regulations then in force.

1.16 Land Division Applications:

Legacy Assessing Services, Inc. shall work with and assist the City Zoning Administrator in reviewing property descriptions, land division and combination applications for compliancy with local ordinance and the Michigan Land Division Act. Such combinations and divisions shall be placed on the assessment rolls in a timely fashion.

1.17 Assessor Certification:

Legacy Assessing Services, Inc. shall be, and maintain a minimum certification as a Level III Assessor, or STC reclassified equivalent) in the State of Michigan.

1.18 Transportation and Equipment:

Legacy Assessing Services, Inc. shall provide all necessary transportation and field equipment to perform the services and meet the requirements of this Agreement.

1.19 Indemnification/Employment:

The parties hereto acknowledge that all personnel that may or might be utilized by Legacy Assessing Services, Inc. in the performance of his/her duties hereunder shall, for all purposes, be considered employees of Legacy Assessing Services, Inc. and not employees of the City. Legacy Assessing Services, Inc. shall be responsible for Worker's Compensation, Unemployment Compensation, state and federal withholding and payment of personnel. Legacy Assessing Services, Inc. shall indemnify the City and hold the City harmless from any claim, cause of action or other liability that may or might arise by virtue of any claim of any employee of Legacy Assessing Services, Inc. relating to his/her employment by, or as Legacy Assessing Services, Inc..

1.20 Preparation of DDA and Reporting:

Legacy Assessing Services, Inc. shall be responsible for the recording of any property value changes, new or loss, on the ad valorem and IFT rolls relating to the designation of properties within the Downtown Development Authority (DDA).

1.21 Assessor's Recommendations:

Legacy Assessing Services, Inc. shall prepare periodic recommendations and conclusions regarding the current state of the City's assessment rolls, by class, together with specific recommendations concerning actions that, in the opinion of Legacy Assessing Services, Inc., should be taken in order to achieve maximum equity in the assessment rolls and compliance with all State Tax Commission rules, regulations and guidelines.

1.22 Security of Information:

If any documents, data, drawings, specifications, photographs, property cards, summaries, accounts, reports, software applications or other products or materials are held in the possession of Legacy Assessing Services, Inc. outside of the City offices, then Assessor shall be under an affirmative duty to provide adequate security to safeguard said materials from fire, theft and other hazards of a like nature or type, while same are in possession of Legacy Assessing Services, Inc.. This may include, but not be limited to, providing for a fire proof safe or vault in which to store same, preparing and holding duplicates of same in the possession of Legacy Assessing Services, Inc., but separately or providing same to the City for possession.

1.23 Optional Services:

Legacy Assessing Services, Inc. is not responsible for determination and preparation of special assessment rolls for City projects such as sewer, street, drain, etc. The City may request Legacy Assessing Services, Inc. to perform such services at a rate of compensation agreed to by separate agreement. Legacy Assessing Services, Inc. shall, however, report outstanding special assessments, properly completed, on forms required by the State Tax Commission, and same shall be deemed part of the services required by this Agreement.

SECTION II: TERM OF AGREEMENT

2.1 Contract Period:

Legacy Assessing Services, Inc. shall commence performance of the services herein required on October 1, 2017. Unless sooner terminated, this Agreement shall, by its terms, expire September 30, 2018.

2.2 Mutual Right of Termination:

Either party may terminate this Agreement upon ninety (90) days written notice to the other, United States Certified / Registered Mail, return receipt requested, at the addresses as indicated within. This right of termination is specifically exercisable at the sole discretion of either party, and requires no just cause nor other reason or justification for the exercise thereof. The effective date of such termination shall be ninety (90) days from the date of mailing of such notice.

2.3 Termination for Cause or Breach:

Notwithstanding anything to the contrary on this Agreement, either party may immediately terminate this Agreement in the event of material breach by the other. In such case, either party may seek such remedies as shall be available, at law or equity.

2.4 Notice of Termination:

Upon receipt of notice of termination or upon termination of this Agreement by expiration of its term, Legacy Assessing Services, Inc. shall immediately deliver to the City the originals and original copies of all data, paper and computer files, drawings, specifications, reports, value estimates, summaries and other information and materials as may have been accumulated by Legacy Assessing Services, Inc. in performing this Agreement, whether completed or in process and same shall be in unaltered form, readable by the City. In the event of the failure or refusal of Legacy Assessing Services, Inc. to forthwith deliver the above referenced materials, documents and files, City may seek a Circuit Court order compelling the production of same forthwith, and Legacy Assessing Services, Inc. herein expressly waives notice of hearing thereon agreeing that a mandatory injunction may immediately issue due to the fact that the failure to receive the stated materials, documents and files will result in irreparable harm to the City without leaving the City an adequate remedy at law, thereby entitling the City to an immediate judgment in its favor in this regard. The City shall be entitled to damages from Legacy Assessing Services, Inc. for any information, materials or documents that are turned over to the City in unusable or altered form.

2.5 Amendment/Renegotiation:

Nothing herein contained shall be construed to limit or abrogate the rights of the parties to modify or amend this Agreement at any time hereafter, provided however, that no such amendment or modification shall be effective unless in writing and duly executed by both parties hereto, through their authorized representatives.

If the Agreement is not reviewed or extended prior to its expiration date and the City desires to have Legacy Assessing Services, Inc. continue on a month-to-month basis, the fee will be that which existed for the final month of the original term, being September, 2018.

SECTION III: PAYMENT

3.1 Compensation for Basic Services:

During the term of this Agreement, the City agrees to pay to Legacy Assessing Services, Inc., for performance of the Basic Services set forth in Section I of this Agreement, an amount equal to \$30,186.96 yearly (twenty-nine thousand, five hundred and ninety-five dollars). Legacy Assessing Services, Inc. shall invoice the City an amount equal to \$2,515.58 on a monthly basis, net due 20 days.

3.2 Pro-ration of Payments on 90-Day Termination:

In the event this Agreement is terminated pursuant to Paragraph 2.2, the City shall pay Legacy Assessing Services, Inc. to the date of termination on a prorated daily basis for any part of a month for which services have been rendered by Legacy Assessing Services, Inc. and for which no compensation has been received.

SECTION IV: CITY RESPONSIBILITIES

4.1 Basic Data:

The City shall provide access to Assessor to property description files as currently exist as of the date of execution of this Agreement, containing initial information such as property number, legal description, owner and address information, as well as all data that the City may possess concerning such properties (i.e. measurements, sketches, photographs, etc.)

4.2 Office Equipment:

The City shall provide Legacy Assessing Services, Inc. with appropriate tax parcel maps, office space and furniture, telephone, voice mail, personal computer, printers, copying machine, fax machine and office supplies (as defined in Paragraph 4.5) as reasonably needed during the duration of this Agreement. Assessor acknowledges that some of the equipment (i.e. fax, printers, copying machine) is shared among all administrative office personnel and Legacy Assessing Services, Inc. will not have exclusive use of such equipment.

Legacy Assessing Services, Inc. shall have access to the City's computer network for the use of the following software products: BS&A Equalizer Assessing & Tax Modules, MS Word, Excel Spreadsheets, Arcview, Pictometry or any other similar software that may assist in maintaining quality assessing records. Legacy Assessing Services, Inc. shall not use any other software within the City's network, download, or upload any software to the City's network, except with the City Manager's prior approval. Legacy Assessing Services, Inc. shall be liable for any adverse consequence upon the City's computer network or function caused by any software introduced in the network by Legacy Assessing Services, Inc. without prior consent of the City.

Legacy Assessing Services, Inc. agrees that City equipment shall be used only for the purposes of fulfilling Assessor's obligations under this Agreement and shall not be used for personal reasons or to conduct other business not authorized under this Agreement.

4.3 Computer:

The City shall supply computer hardware, software and peripherals to perform the property pricing and valuation. The City will maintain the hardware, software and peripheral equipment through a regular maintenance program. The City will back up the system on a daily basis with alternate tapes or disks. Any

data loss not due to the negligence of Legacy Assessing Services, Inc. as a result of hardware or software malfunction will be replaced at the City's expense.

4.4 Map Maintenance/Tax Roll Printing:

The City shall assume the responsibility for printing, stuffing and mailing of the assessment change notices, assessment rolls, tax bills, maps, etc. during the term of this Agreement. Legacy Assessing Services, Inc. shall develop and maintain land value maps showing dates of property sales, sale amounts and ratio to the current estimated value of the property.

4.5 Office Supplies:

The City shall provide Legacy Assessing Services, Inc. with office supplies, including computer paper, file folders, hanging folders, new State Tax Commission Assessor's Manual Volumes I and II, assessment notices and forms, postage and such other supplies as shall be necessary for the performance of Assessor's responsibilities hereunder.

4.6 Existing ECF Areas:

The City will provide Legacy Assessing Services, Inc. with all currently existing information as available in the City files concerning previously completed E.C.F. studies and subsequent conclusions reached by the former City Assessors.

4.7 Preparation of DDA and Reporting:

The Treasurer shall be responsible for the compilation and reporting of all necessary data, forms and documents relating to the operation, tax increment capture and financial condition of the D.D.A.

4.8 Legal Counsel:

The City shall supply legal counsel, at its expense, for Small Claims and full Tax Tribunal hearings, should the need arise.

SECTION V: RE-APPRAISAL, NON-BASIC SERVICES

5.1 Additional Services (Pricing/Reappraisal):

In the event that the City desires to implement some or all of the recommendations made by Legacy Assessing Services, Inc. as herein contemplated, the City may request and Legacy Assessing Services, Inc. shall provide such services as are desired by the City, provided however, an addendum to this Agreement, reduced to writing and executed by both parties, shall set forth the terms and provision under which the additional services shall be rendered. Such addendum shall specify the nature, extent and timetable for the performance of such additional services and establish the rate of compensation therefor.

5.2 Implementation/Responsibility:

The parties acknowledge that it shall be the sole responsibility of the City to determine the nature and extent of implementation of Legacy Assessing Services, Inc.'s recommendations under this Section or any other additional, non-basic services. To that end, the City assumes responsibility for defense of any claim, cause of action or other proceeding that may or might be instituted by the Michigan State Tax Commission, or other entity, arising from any failure, or alleged failure, to implement such recommendations.

SECTION VI: MISCELLANEOUS PROVISIONS

6.1 Relationship Between City and Assessor:

In the fulfillment of the services provided herein Legacy Assessing Services, Inc. and his/her employees, agents and officers shall be at all times be deemed in a relationship of independent contractor to the City.

6.2 Indemnification/Insurance:

Legacy Assessing Services, Inc. shall secure and maintain general liability and property damage, unemployment, errors and omissions, workers' disability compensation, automobile liability and any other insurance required by law for Legacy Assessing Services, Inc., or his/her employees, agents or officers as will protect him/her and the City from claims under the Worker's Compensation Acts and from claims for bodily injury, death or property damage that may arise from his/her negligence or that of his/her employees in the performance of services under this Agreement or failure to properly perform his/her duties as Assessor. Legacy Assessing Services, Inc. shall save the City harmless and indemnify the City from any claims for bodily injury, death or property damage that may arise due to his/her acts or negligence or that of his/her employees in the performance of services under this Agreement or that arise from error or omissions to properly perform duties as Legacy Assessing Services, Inc.. Legacy Assessing Services, Inc. shall, however, have no liability arising out of adjustments to assessments or other actions by Legacy Assessing Services, Inc., the City's Board of Review and/or the Michigan Tax Tribunal if such adjustments or actions result from honest differences of opinion regarding the value of the subject property and if Legacy Assessing Services, Inc. established the assessment pursuant to professional assessment standards. Said policies shall be in such minimum amounts as shall from time to time be acceptable to the City or as set by the City.

A Certificate of Insurance incorporating such requirements and naming the City and its officers and employees as an Additional Insured Party and Certificate Holder along with a certificate showing its premium has been paid and a copy of the policy shall be filed each year with the City Clerk. Any such insurance policy shall provide the City will be given at least thirty (30) days advance notice before cancellation of the policy. The coverage's provided by the General Liability and Automobile Liability policies of Legacy Assessing Services, Inc. shall be primary to any insurance maintained by the City.

6.3 Non-Assignability:

The parties to this Agreement acknowledge that, inasmuch as the Agreement is in the nature of a Personal Services Contract, and as the City's decision to contract with Legacy Assessing Services, Inc. is based in part on the perceived expertise and ability of Legacy Assessing Services, Inc., it is agreed that Legacy Assessing Services, Inc.'s duties and obligations hereunder may not be assigned, transferred nor conveyed without the advance written approval of the City. Nothing in this Agreement shall prevent Legacy Assessing Services, Inc. from employing such employees or agents, as Legacy Assessing Services, Inc. shall deem reasonably necessary to assist him/her in the performance of obligations under this Agreement. Also, in the event that vacation, illness, injury or incapacity in any form, whether elective or imposed, should cause Legacy Assessing Services, Inc. to be unable to personally fulfill the terms and obligations of this Agreement for a period exceeding three (3) calendar weeks (21 days), Legacy Assessing Services, Inc. shall provide the City, at Legacy Assessing Services, Inc.'s expense, a certified Level III Assessor to perform any and all such functions as required by this Agreement for the complete term of the absence or incapacity. The City reserves the right to approve or reject, without cause and at its sole discretion, any Assessor designee named to "fill-in" for Legacy Assessing Services, Inc. for a period exceeding two (2) calendar months (60 days), and to consider, as mutually agreed by the parties hereto, that a rejection of said Assessor designee shall constitute a material breach of the Agreement pursuant to the "material breach" provision of Section 2.3 herein.

6.4 Professional Standards:

Legacy Assessing Services, Inc. shall be responsible, to the highest levels of competency presently maintained by other practicing professional assessors and appraisers, for the professional and technical soundness, accuracy and adequacy of property valuations, drawings, property inspection data and all other work and materials furnished under this Agreement. At the time of commencement of performance, Legacy Assessing Services, Inc. shall be properly certified, equipped, organized and financed to perform the services required by this Agreement. Subject to compliance with the requirements of this Agreement, Legacy Assessing Services, Inc. shall work independently.

6.5 Ownership of Documents:

All documents, data, drawings, specifications, photographs, property cards, summaries, accounts, reports, software applications and other information, products or materials produced or held by Legacy Assessing Services, Inc., of whatsoever nature or type, in connection with this Agreement shall be the sole property of the City with the City having sole and exclusive right, title and interest in any and all records, compilation, documents, papers, maps or manuscripts pertaining to or prepared pursuant to this Agreement. All of the foregoing shall be forwarded to the City at its request and may be used by the City as it sees fit. The City agrees that if any of the foregoing, prepared by Legacy Assessing Services, Inc., are used for purposes other than those intended by this Agreement, the City does so at its sole risk and agrees to hold Assessor harmless for such use. All services performed under this Agreement shall be conducted solely for the benefit of the City and will not be used for any other purpose by Legacy Assessing Services, Inc. without written consent of the City. Any information relating to the services shall not be released without the written permission of the City. Legacy shall act and preserve the confidentiality of all City documents and data accessed for use in Legacy Assessing Services, Inc. work products to the extent allowed or required by law. Any requests for information under the Freedom of Information Act shall be immediately forwarded to the City Manager for a proper determination of the response to be provided.

6.6 Validity:

If any paragraph or provision of this Agreement shall be determined to be unenforceable or invalid by any court of competent jurisdiction, such provision shall be severed and the remainder of this contract shall remain in force.

6.7 Survival:

All express representations, indemnifications or limitations of liability made in or given in this Agreement shall survive the completion of all services of Assessor under this Agreement or the termination of the Agreement for any reason.

6.8 Controlling Law/Venue:

This Agreement is to be governed by the laws of the State of Michigan. It is mutually agreed that, in the event of any proceeding, at law or at equity, arising under this Agreement or breach thereof, that the venue of any such action shall be in the County of Genesee and the State of Michigan.

6.9 Authorization:

The respective signatories hereto expressly acknowledge that this Agreement is made and entered into with full authority of the City of Swartz Creek Council and Legacy Assessing Services, Inc. and that the persons executing this Agreement on behalf of the respective parties have been duly authorized and empowered to make and enter into this Agreement by said Council and said Assessor.

(Signature Page Follows)

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

CITY OF SWARTZ CREEK, MICHIGAN:

LEGACY ASSESSING SERVICES, INC.

By: _____
David A. Krueger, Mayor

By: _____
Heather MacDermaid, Partner

By: _____
Connie Eskew, City Clerk

EXHIBIT "A"
City of Swartz Creek, Charter Provisions, Taxation

CHAPTER 9. TAXATION*

***State law references:** General property tax act, MCL 211.1 et seq., MSA 7.1 et seq.

Section 9.1. Power to tax--Tax limit.

The city shall have the power to assess taxes and to lay and collect rents, tolls, and excises. During the first five years of the existence of the city, the annual general ad valorem tax levy for municipal purposes shall not exceed one-half of one per cent (5 mills) of the assessed value of all real and personal property in the city as determined by the City's Assessor and Board of Review, or one-quarter of one per cent (2 1/2 mills) of such assessed value, as equalized by the State of Michigan, as required by law, whichever basis of limitation will result in the lesser taxation upon the taxable property in the city. Thereafter, the levy shall not exceed one per cent of the said assessed value as determined by the City's Assessor and Board of Review, or one-half of one percent (5 mills) of such value as equalized by the State of Michigan, as required by law, whichever basis of limitation will result in the lesser taxation upon the taxable property in the city, unless the proposition to approve an increase above the tax rate so limited is first approved by the electors of the city. No such increase shall cause the total tax rate to exceed two per cent of the assessed value of all real and personal property in the city.

State law references: Mandatory that Charter provide for annually levying and collecting taxes, MCL 117.3(g), MSA 5.2073(g).

Section 9.2. Subjects of taxation--Tax procedure.

- (a) The subjects of ad valorem taxation for municipal purposes shall be the same as for state, county, and school purposes under the general law.
- (b) Except as otherwise provided by this chapter, city taxes shall be assessed, levied, and collected in the manner provided by law.

State law references: Mandatory that Charter provide that subject of taxation for municipal purposes shall be the same as for state, county and school purposes under general law, MCL 117.3(f), MSA 5.2073(f); property subject to taxation, MCL 211.1 et seq., MSA 7.1 et seq.

Section 9.3. Exemptions.

The power of taxation shall never be surrendered or suspended by any grant or contract to which the city shall be a party. No exemptions from taxation shall be allowed, except such as are expressly required or permitted by law.

State law references: Property exempt from taxation, MCL 211.7 et seq., MSA 7.7 et seq.

Section 9.4. Tax day.

Subject to the exceptions provided or permitted by law, the taxable status of persons and property shall be determined as of the thirty-first day of December, or such other date as may subsequently be required by law, which shall be deemed the tax day. Values on the assessment roll shall be determined according to the facts existing on the tax day for the year for which such roll is made, and no change in the status or location of any such property after that day shall be considered by the Assessor or the Board of Review.

State law references: Designation of tax day, MCL 211.2, MSA 7.2; time, place and method of assessment, MCL 211.10 et seq., MSA 7.10 et seq.

Section 9.5. Personal property--Jeopardy assessment.

If the Treasurer finds or reasonably believes that any person who is, or may be, liable for taxes upon personal property, the taxable situs of which was in the city on tax day, intends to depart or has departed from the city; or to remove or has removed therefrom personal property which is, or may be, liable for taxation; or to conceal or conceals himself or his property; or does any other act tending to prejudice, or to render wholly or partly ineffectual the proceedings to collect such tax, he shall proceed to collect the same as a jeopardy assessment in the manner provided by law.

State law references: Jeopardy assessment of personal property taxes, MCL 211.691 et seq., MSA 7.51(1) et seq.

Section 9.6. Preparation of the assessment roll.

Prior to the date of the meeting of the Board of Review in each year, the Assessor shall prepare and certify an assessment roll of all property in the city. Such roll shall be prepared in accordance with the requirements of law, and may be divided into volumes, which the Assessor shall identify the number for purposes of convenience in handling the assessment roll and for locating properties assessed therein. The attachment of any certificate or warrant required by this chapter to any volume of the roll, either as an assessment roll or as a tax roll, shall constitute the attachment thereof to the entire roll, provided the several volumes are identified in such certificate or warrant. Values of property set forth on the assessment roll shall be determined according to recognized methods of systematic assessment.

State law references: Mandatory that Charter provide for preparation of assessment roll, MCL 117.3(i), MSA 5.2073(i); assessment roll, MCL 211.24 et seq., MSA 7.24 et seq.

Section 9.7. Board of Review.

(a) A Board of Review is hereby created, composed of three members who have the qualifications of holding elective city office as set forth in Section 4.4 of this charter.

(b) The members of the Board of Review shall be appointed by the Council, and may be removed for reasons of nonfeasance or misfeasance by the vote of five members of the Council. The first members shall be appointed during the month of January, 1960, for terms expiring on July 1, 1961, 1962, and 1963. Thereafter one member shall be appointed in the month of May of each year, for a term of three years, commencing on the following July first.

(c) The Board shall, annually, on the first day of its meeting, select one of its members chairman for the ensuing year. The Assessor shall be Clerk of the Board, and shall be entitled to be heard at its sessions, but shall have no vote on any proposition or question.

State law references: Mandatory that Charter provide for a board of review, MCL 117.3(a), MSA 5.2073(a).

Section 9.8. Duties and functions of Board of Review.

For the purpose of revising and correcting assessments, the Board of Review shall have the same powers and perform like duties, in all respects, as are, by law, conferred upon and required of boards of review in townships, except as otherwise provided in this charter. At the time, and in the manner provided in the following section, it shall hear the complaints of all persons considering themselves aggrieved by assessments. If it shall appear that any person or property has been wrongfully assessed or omitted from the

roll, the Board shall correct the roll in such manner as it deems just. Except as otherwise provided by law, no person other than the Board of Review shall make any change upon, or addition or correction to, the assessment roll. The Board shall make no such changes, additions, or corrections after it has certified the roll as provided and required by Section 9.11 of this chapter. The Assessor shall make a permanent record of all proceedings of the Board and enter therein all resolutions and decisions of the Board. Such record shall be filed with the Clerk on or before the first day of September following the meeting of the Board of Review.

Section 9.9. Meetings of Board of Review.

(a) The Board of Review shall convene at 9:00 o'clock a.m. on the third Monday in March in each year at a place designated by the Council, or on such other date as may subsequently be required by law for the meeting of boards of review in cities, and shall meet at the same time and continue in session from day to day for not less than three days for the purpose of considering the assessment roll of the city.

(b) The Board of Review may examine on oath any person appearing before it respecting the assessment of property on the assessment roll. Any member of the Board may administer the oath.

State law references: Mandatory that Charter provide for meeting of board of review, MCL 117.3(i), MSA 5.2073(i).

Section 9.10. Notice of meetings.

Notice of the time and place of the annual meeting of the Board of Review shall be published by the Assessor not less than one week nor more than three weeks prior thereto.

Section 9.11. Certification of roll.

After the Board of Review has completed its review of the assessment roll, and not later than the Tuesday following the fourth Monday in March, or such other date as may subsequently be required by law, the majority of its members shall sign a certificate to the effect that the same is the assessment roll of the city for the year in which it has been prepared, as approved by the Board of Review, which certificate, when attached to any volume of the roll shall constitute a conclusive presumption of the validity of the entire roll, as provided in Section 9.6 of this chapter. In the event that the Board of Review shall fail or refuse to so review the assessment roll of the city, such roll, as prepared and presented to the Board of Review by the Assessor shall be the assessment roll for the year for which it was prepared and shall stand as though it had been certified by the Board of Review.

State law references: Completion of review of assessments prior to first Monday in April required, MCL 211.30a, MSA 7.30(1).

Section 9.12. Validity of assessment roll.

Upon the completion of the assessment roll, and from and after midnight ending the last day of the meeting of the Board of Review, or the first Monday in April, whichever date first occurs, it shall be the assessment roll of the city for county, school and city taxes, and for other taxes on real and personal property that may be authorized by law. It shall be presumed by all courts and tribunals to be valid, and shall not be set aside, except for cause set forth by law.

State law references: Mandatory that Charter provide for levy, collection and return of state, county and school taxes, MCL 117.3(i), MSA 5.2073(i).

Section 9.13. Clerk to certify levy.

Within three days after the Council has made the appropriations for the ensuing year, the Clerk shall certify to the Assessor the total amount which the Council determines shall be raised by general ad valorem taxation, together with such other assessments and lawful charges and amounts which the Council requires to be assessed, reassessed, or charged upon the city tax roll against property or persons.

Section 9.14. City tax roll.

After the Board of Review has completed its review of the assessment roll, the Assessor shall prepare a tax roll, or a combined assessment and tax roll, to be known as the "City Tax Roll." Upon receiving the certification of the several amounts to be raised, assessed, and charged for city taxes, as provided in the preceding section, the Assessor shall proceed forthwith, (1) to spread the amounts of the general ad valorem tax according to and in proportion to the several valuations set forth in said assessment roll, and (2) to place

such other assessments and charges upon the roll as are required and authorized by the Council. For convenience, the city tax roll may be divided into two or more volumes.

Section 9.15. Taxes a debt and lien.

The taxes on real and personal property shall become a debt to the city from the owner or person otherwise to be assessed, on the tax day provided by law. The amounts assessed on any interest in real property shall become a lien upon such real property on the first day of July next subsequent to the tax day, and shall so remain, until paid. Said tax liens shall take precedence over all other claims, encumbrances, and liens upon said personal property whatsoever, whether created by chattel mortgage, title retaining contract, execution, or upon any other final process of a court, attachment, replevin, judgment, or otherwise, and no transfer of personal property assessed for taxes shall operate to divest or destroy such lien, except where such property is actually sold in the regular course of retail trade.

Section 9.16. Tax roll certified for collection.

After spreading the taxes and placing other assessments and charges upon the roll, the Assessor shall certify the tax roll, and attach his warrant thereto directing and requiring the Treasurer to collect, prior to March first of the following year, from the several persons named in the roll the several sums mentioned therein opposite their respective names as a tax, charge, or assessment. Said warrant shall grant to and vest in the Treasurer, all the statutory powers and immunities possessed by township treasurers for the collection of taxes. The tax roll shall be delivered to the Treasurer on or before the thirtieth day of June.

State law references: Collection of taxes, MCL 211.44 et seq., MSA 7.87 et seq.

Section 9.17. Tax payment date.

City Taxes shall be due and payable on July first of each year.
(Amended by electors 4-3-67)

Section 9.18. Taxes due--Notification thereof.

The Treasurer shall not be required to make personal demand for the payment of taxes but, upon receipt of the city tax roll, he shall forthwith mail a tax statement to each person named in the tax roll, which mailed statement shall be a sufficient demand for the payment of all taxes assessed. Neither the failure on the part of the Treasurer to mail such statement, nor the failure of any person to receive the same, shall invalidate the taxes on the tax roll or release any person or property assessed from the liabilities in this chapter in case of nonpayment.

Section 9.19. Tax payment schedule.

The Council shall provide, by ordinance, the tax payment schedule for city taxes, the times when the same may be paid without the addition of collection fees or interest, and the amount of collection fees and interest to be added thereafter. All amounts collected as collection fees and interest shall be paid into the city's treasury for the use and benefit of the city.

Section 9.20. Failure or refusal to pay personal property tax.

If any person shall neglect or refuse to pay any tax on personal property assessed to him, the Treasurer shall collect the same by seizing any personal property of such person, to an amount sufficient to pay such tax, together with any charges and interest added thereto, wherever the same may be found in the State. No property shall be exempt from such seizure. He may sell the property seized, to an amount sufficient to pay the taxes and all charges, fees, penalties, and interest, in accordance with statutory provisions. The Treasurer may also sue the person to whom a personal property tax is assessed, in accordance with the powers granted to him by law.

State law references: Failure or refusal to pay tax, MCL 211.47, MSA 7.91.

Section 9.21. State, county and school taxes.

For the purposes of assessing and collecting taxes for state, county, and school purposes, the city shall be considered the same as a township and all provisions of law relative to the collection of, and accounting for, such taxes and the penalties and interest thereon shall apply. For the purpose of collection of state, county, and school taxes, the Treasurer shall perform the same duties and have the same powers as township treasurers under state law.

State law references: Mandatory that Charter provide for levy, collection and return of state, county and school taxes, MCL 117.3(i), MSA 5.2073(i); state law relative to the assessment, levy and collection of taxes, MCL 211.1 et seq., MSA 7.1 et seq.

Section 9.22. Protection of city lien.

The city shall have power, insofar as the exercise thereof shall not conflict with or contravene the provisions of law, to acquire such an interest in any premises within the city, by purchase at any tax or other public sale, or by direct purchase from or negotiation with the State of Michigan or the owner, as may be necessary to assure to the city the collection of its taxes, special assessments, charges, and any interest thereon which are levied against any lot or parcel of real property or to protect the lien of the city therefor, and may hold, lease, or sell the same. Any such procedure exercised by the city to assure the collection of its taxes or the protection of its tax or other liens shall be deemed to be for a public purpose. The Council may adopt any ordinance which may be necessary to make this section effective.

Section 9.23. Collection of delinquent taxes.

All taxes and charges, together with fees, penalties, and interest upon real property on the tax roll, remaining uncollected by the Treasurer on the first day of March following the date when the roll was received by him shall be subject to one of the following procedures:

(1) The real property against which such taxes and charges are assessed shall be subject to disposition, sale, and redemption for the enforcement and collection of the tax lien against the same in the method and manner which may be provided by ordinance. The Council may provide by ordinance the procedure for the sale and redemption of real property for such unpaid taxes and charges, together with fees, penalties, and interest, by judicial sale on petition filed in behalf of the city. Such procedure shall correspond substantially to the procedure provided by law for the sale by the State of tax delinquent real property and redemption therefrom, except that the acts performed by state and county officers shall be performed by appropriate city officers and that city tax sales shall be held not less than thirty nor more than ninety days prior to the date of corresponding tax sales under the general law.

(2) If no ordinance is in effect pursuant to subsection (1) of this section, such taxes shall be returned to the County Treasurer, to the extent and in the same manner and with like effect as provided by law for returns by township treasurers of township, school and county taxes. Such returns shall include all the additional assessments, charges, fees, penalties, and interest hereinbefore provided, which shall be added to the amount assessed in said tax roll against such property or person. The taxes thus returned shall be collected in the same manner as other taxes returned to the County Treasurer are collected, in accordance with law, and shall be and remain a lien upon the property against which they are assessed until paid.

Section 9.24. Disposition of real property held by city.

When the city has acquired any interest in property to protect the city's tax lien thereon, the owner of any interest therein by fee title, as mortgagee, or as vendor or vendee under a land contract, shall have the right to purchase the city's interest therein, upon payment to the city of the amount of money which the city has invested therein in the form of taxes, special assessments, charges, fees, penalties, interest, and costs, paid by the city to protect its title in such property. After the lapse of ninety days after the date that the city acquires title to any such property, the Council may remove the same from the market by determining that such property is needed for and should be devoted to public purposes, naming such purposes, or may sell the same at a price which shall be not less than the market value, as determined.

And further, direct the Mayor and City Clerk to endorse and execute this agreement on behalf of the City.

Discussion Ensued.

YES: Cramer, Florence, Gilbert, Hicks, Krueger, Pinkston, Porath.
NO: None. Motion Declared Carried.

RESOLUTION TO SUPPORT TRAIL CONSTRUCTION AND MAINTENANCE

Resolution No. 170828-08

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Hicks

WHEREAS, The City of Swartz Creek recognizes the value of non-motorized bicycle and pedestrian trails to the physical and mental wellbeing of the citizens of the City of Swartz Creek as well as to the economic growth potential of the region; and

WHEREAS, The extension of the regional trail network and trails connected to the Flint River Trail have been cited as a priority in the City of Swartz Creek’s Parks and Recreation Master Plan based on considerable citizens input; and

WHEREAS, The Genesee Valley Trail has been identified as a Top Priority Trail Project for Genesee County by the Genesee County Metropolitan Alliance and will become a premier trail connection between the Flint River Trail in Flint and Flint Township, as well as Swartz Creek; and

WHEREAS, The Michigan Department of Transportation – Transportation Alternatives Program has grant funds available for construction of said trails; and

WHEREAS, the Township of Flint intends to participate in the construction and maintenance of the portion of the trail within their jurisdiction; and

WHEREAS, the Michigan Department of Natural Resources also offers funds for the construction of the trail; and

NOW, THEREFORE BE IT RESOLVED, that the City of Swartz Creek supports the application for funding from the Michigan Department of Transportation-Transportation Alternatives Program for the future construction of the Genesee Valley Trail from Dye Road in Flint Township westward through the City of Swartz Creek, with matching funds provided by the Michigan Department of Natural Resources and the City of Swartz Creek.

BE IT FURTHER RESOLVED, that the City of Swartz Creek agrees to maintain the portions of the trail located within the City of Swartz Creek.

Discussion Ensued.

YES: Florence, Gilbert, Hicks, Krueger, Pinkston, Porath, Cramer.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

Roy Hodge, H&R Block, suggested the Veteran's Memorial could be moved to the Holland Drive property.

Dick Abrams, 5352 Greenleaf Drive, remarked on the scheduled Fire Board Meeting, September 18th the dismissal of Fire Chief is to be discussed. If the Fire Chief is dismissed he hopes that the city council has an immediate resolution of dissolution for the Fire Board Agreement.

REMARKS BY COUNCILMEMBERS:

Councilmember Cramer wanted to reiterate Glaeser Dawes has been very accommodating to residents. He also has distributed flyers to big box stores for the Bomb Threat Assessment Awareness presentation.

Councilmember Florence wanted to thank the city for all its help with Art in the Park. Everything was very organized and it was great weather.

Councilmember Hicks had a resident question if the tree behind the library that was cut down was going to be replaced. Mr. Zettel responded there was no plan for a replacement. She also commented on the scheduled Fire Board meeting and the dismissal of the Chief and inquired about a resolution of dissolution of the Fire Board Agreement.

Councilmember Gilbert is concerned with the deer along the proposed trail. He asked if there was any information on the double utility poles being taken care of. Mr. Zettel responded he has not had a lot of luck of getting those taken care of.

Mayor Pro Tem Pinkston commented about the continuous garage sale at property on Gateway and that it is an eyesore. He was hoping that it doesn't continue next year. Councilmember Hicks responded she talked to owner and they won't be having any next year. Mayor Pro Tem Pinkston noted that Art in the Park had a huge turnout.

Councilmember Porath didn't quite understand the Plaza Policy Draft. Mr. Zettel responded that it's a draft proposed for use of reservations on the Plaza. Councilmember Porath thought it was a good thing to pay off the police pension. He shared his opinion on the Fire Board problems.

ADJOURNMENT

Resolution No. 170828-09

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Hicks

I Move the Swartz Creek City Council adjourn the regular meeting at 8:17 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Eskew, City Clerk

Highlighted amount is total for that vendor

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
08/03/2017	43877	DIXON ENGINEERING INC	WATER TOWER CONTACT OVERSIGHT AND INSPEC FY18 WATER TOWER CONTACT OVERSIGHT AND I	5,400.00 1,200.00 6,600.00
08/03/2017	43878	FIDELITY SECURITY LIFE INSUR/EYEMED	AUGUST 2017 VISION RETIREES (6)	30.06
08/03/2017	43879	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	825.00
08/03/2017	43880	MICHIGAN SECTION-AWWA	1 DAY CONF SVRCEK 9/13/17	300.00
08/03/2017	43881	PARAGON LABORATORIES INC	EML/WATER SAMPLES	172.50
08/03/2017	43882	PURCHASE POWER	JUNE 2017 POSTAGE/TRANS FEE	1,020.99
08/03/2017	43883	RWS OF MID MICHIGAN	JULY 2017 FY18 GARBAGE/RECYCLING/YARD WA	22,274.64
08/03/2017	43884	VERIZON WIRELESS	6/24-6/30/17 MONTHLY BILL 7/1-7/23/17 MONTHLY BILL	65.49 215.18 280.67
08/03/2017	43885	GLAESER DAWES	FY17 STREET PROJECT AND WATER MAIN WORK FY18 STREET PROJECT AND WATER MAIN WORK	125,484.95 125,484.95 250,969.90
08/03/2017	43886	PPSMG URGENT MEDICAL CARE PLLC	HEP B SHOT/THIELL	75.00
08/03/2017	43887	ROWE PROFESSIONAL SERVICES CO	FY17 FIVE YEAR PARK AND RECREATION PLAN FY18 FIVE YEAR PARK AND RECREATION PLAN	284.25 284.25 568.50
08/10/2017	43888	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV MATS, SUPPLIES UNIFORMS, MATS, SUPPLIES, ENV MATS, SUPPLIES	101.89 32.72 101.89 32.72 269.22
08/10/2017	43889	BARBARA L BISHOP	ELMS PARK REFUND #1 8/5/17	100.00
08/10/2017	43890	BIO-SERV CORPORATION	PUBLIC SAFETY BLDG PEST CONTROL ELMS PARK BEES NEST PEST CONTROL	53.00 127.00 212.00 392.00
08/10/2017	43891	BS & A SOFTWARE	ANNUAL SERV/SUPPORT 8/17-8/18	1,169.00
08/10/2017	43892	C & H CONSTRUCTION CO INC	WATERMAIN REPAIR MILLER ROAD	1,668.75
08/10/2017	43893	C & M WIRE ROPE & SUPPLY CO	WOVEN REINFORCED POLY SHEETING	88.90
08/10/2017	43894	CAMERON STOVER	ELMS PARK REFUND #1 8/6/17	100.00
08/10/2017	43895	CITY OF SWARTZ CREEK	REPLENISH PETTY CASH	168.06
08/10/2017	43896	CONSUMERS ENERGY	7/5/- 8/25/17 A 8059 FORTINO DR	57.01
08/10/2017	43897	CONSUMERS ENERGY	7/5-8/2/17 A 8499 MILLER RD	24.53
08/10/2017	43898	CONSUMERS ENERGY	7/5-8/2/17 A 5257 WINSHALL DR	23.45
08/10/2017	43899	CONSUMERS ENERGY	7/5-8/2/17 A 5361 WINSHALL DR 8369	24.53
08/10/2017	43900	CONSUMERS ENERGY	7/5-8/2/17 A 5361 WINSHALL DR #2 RESTRMS	33.43
08/10/2017	43901	CONSUMERS ENERGY	7/5-8/2/17 A 8095 CIVIC DR	947.86
08/10/2017	43902	CONSUMERS ENERGY	7/5-8/2/17 A 4510 MORRISH RD	31.66
08/10/2017	43903	CONSUMERS ENERGY	7/5-8/2/17 A 5121 MORRISH RD	490.99
08/10/2017	43904	CONSUMERS ENERGY	7/5-8/2/17 A 8301 CAPPY LN	200.86
08/10/2017	43905	CONSUMERS ENERGY	7/5-8/2/17 A 8083 CIVIC DR	726.60
08/10/2017	43906	CONSUMERS ENERGY	7/5-8/2/17 A 8011 MILLER RD	23.45
08/10/2017	43907	CONSUMERS ENERGY	7/1-7/31/17 ELMS PARKING LOT AREA LIGHTS	28.47
08/10/2017	43908	CONSUMERS ENERGY	7/1-7/31/17 TRAFFIC LIGHTS 1781	26.60 V

08/10/2017	43909	CONSUMERS ENERGY	7/1-7/31/17 STREET LIGHTS 1294	7,892.80
08/10/2017	43910	CONSUMERS ENERGY	7/1-7/31/17 4524 MORRISH RD	43.35
08/10/2017	43911	CONSUMERS ENERGY	7/1-7/31/17 TRAFFIC LIGHTS 1781	406.87
08/10/2017	43912	CYNTHIA MARTIN	ELMS PARK REFUND #2 8/6/17	100.00
08/10/2017	43913	DANEEN FICK	ELMS PARK REFUND #2 7/29/17	100.00
08/10/2017	43914	DANIEL L RHANOR	ELMS PARK 50 AMP 220 WIRE	520.00
			ELMS PARK 2 CIRCUITS	325.00
				845.00
08/10/2017	43915	DEANNA O'BRIEN	ELMS PARK REFUND #1 7/30/17	100.00
08/10/2017	43916	DEBORAH HARRIS	ELMS PARK REFUND #1 7/22/17	100.00
08/10/2017	43917	DES MOINES STAMP MFG CO.	PAID STAMP	33.40
08/10/2017	43918	DONALD KORTH	3 HRS UPDT W/S WITH LATEST SECURITY	300.00
08/10/2017	43919	DOT FIRST AID AND SAFETY	REPLENISH FIRST AID DPS	130.20
08/10/2017	43920	FAMILY FARM AND HOME INC	JULY 2017N INVOICES	145.59
08/10/2017	43921	FERGUSON WATERWORKS #3386	12-LF 5/8X3/4 T10 MTR V4	2,619.18
08/10/2017	43922	FLINT WELDING SUPPLY	FAX CYLINDER COMPRESSED OXYGEN	5.00
08/10/2017	43923	FUNTASTIC INFLATABLES	MOVIE NIGHT 8/4/17	150.00
08/10/2017	43924	GILL ROYS HARDWARE	JULY 2017 INVOICES	780.87
			JULY 2017 DISCOUNT	(78.12)
				702.75
08/10/2017	43925	GLENN SUNDBECK	UB REFUND FOR 7562 MILLER RD	0.42
08/10/2017	43926	GREAT LAKES TREE EXPERTS INC	REMOVE 2 CHERRY TREES BEHIND SEN CTR	850.00
08/10/2017	43927	INTEGRITY BUSINESS SOLUTIONS	MAINT KIT FOR PRINTER	379.99
			WASTE LINER/TRASH BAGS	231.70
			LIQUID DOVE SOAP	22.99
				634.68
08/10/2017	43928	JAMES YOUNG	ELMS PARK REFUND #4 7/22/17	100.00
08/10/2017	43929	JANE HARGER	ELMS PARK REFUND #2 7/23/17	100.00
08/10/2017	43930	JAYLA HUMPHREY	ELMS PARK REFUND #2 7/21/17	100.00
08/10/2017	43931	JEREMY LITTLE	ELMS PARK REFUND #2 7/30/17	100.00
08/10/2017	43932	JOSE A MIRELES	MOW & TRIM CITY PROP/OTR 1	860.00
08/10/2017	43933	LATESHA BROWN	ELMS PARK REFUND #4 7/30/17	100.00
08/10/2017	43934	LEGACY ASSESSING SERVICES INC	FY18 ASSESSING SERVICES JULY-SEPT 2017	2,466.25
08/10/2017	43935	LESLIE JAMES	UB REFUND FOR 4287 LATIFEE CT	34.11
08/10/2017	43936	MATT MAGELI	ELMS PARK REFUND #1 7/21/17	100.00
08/10/2017	43937	MEGHAN POLACK	ELMS PARK REFUND #3 7/22/17	100.00
08/10/2017	43938	MELISSA GOLDEN	ELMS PARK REFUND #4 8/6/17	100.00
08/10/2017	43939	METRO POLICE AUTH OF GENESEE COUNTY	POLICE SERVICES 8/1-10/31-17	195,000.00
08/10/2017	43940	MICHIGAN LUMBER CO	2X4-12' (4)	18.40
			2X6-12' (4) ELMS PARK	26.40
				44.80
08/10/2017	43941	MID STATES BOLT AND SCREW CO	12 BOLTS	67.18
08/10/2017	43942	MLIVE MEDIA GROUP	BID DEMO RESIDENTIAL STRUCTURE	258.73
08/10/2017	43943	MY-CAN LLC	PORT-A-JON RENTAL	355.00
08/10/2017	43944	NICHOLE HOLCOMB	ELMS PARK REFUND #1 7/29/17	100.00
08/10/2017	43945	OHM ADVISORS	TRAIL SCHEMATIC ENGINEERING	2,648.00
08/10/2017	43946	OWOSSO CARPET CENTER INC	PUB SAFE BUILD CARPET	6,955.76
08/10/2017	43947	PITNEY BOWES INC.	FY17 5/30/17-6/30/17 LEASING CHARGES	52.78
			FY18 7/1-8/29/17 LEASING CHARGES	105.56
				158.34
08/10/2017	43948	POGGEMEYER DESIGN GROUP INC	ECON DEV MARKETING/BRANDING	991.64
			ECON DEV MARKETING/BRANDING	152.56
				1,144.20

08/10/2017	43949	QUAYONDRA SMITH	ELMS PARK REFUND #1 7/23/17	100.00
08/10/2017	43950	REGINA WATERS	ELMS PARK REFUND #4 7/29/17	100.00
08/10/2017	43951	ROWE PROFESSIONAL SERVICES CO	CONSTRUCTION ENGINEERING 2017 STREET PRO DAVAL RECONSTRUCTION	11,025.50 3,670.75 14,696.25
08/10/2017	43952	SELF SERVE LUMBER CO.	2X2X6 LUMBER ELMS PARK	9.99
08/10/2017	43953	SHAWN LANGFORD	ELMS PARK REFUND #2 7/22/17	100.00
08/10/2017	43954	SHERWIN WILLIAMS	YELLOW PAIN (15)	149.40
08/10/2017	43955	SIMEN FIGURA & PARKER PLC	JULY 2017 MONTHLY BILL	1,848.00
08/10/2017	43956	STEVEN GARNER	ELMS PARK REFUND #4 7/23/17	100.00
08/10/2017	43957	SUPER FLITE OIL CO INC	7/1-7/31/17 DPW	715.06
08/10/2017	43958	SUSAN DRUMMOND	ELMS PARK REFUND #2 8/5/17	100.00
08/10/2017	43959	SWANK MOTION PICTURE INC.	MOANA/SECRET LIFE OF PETS	808.00
08/10/2017	43960	SWARTZ CREEK ELEVATOR	25 LBS OF GRASS SEED	57.00
08/10/2017	43961	THOMAS SVRCEK	ADVANCE FOR VACUUM CLEANERS (2)	299.98
08/10/2017	43962	TIM MITCHELL	ELMS PARK REFUND #3 8/5/17	100.00
08/10/2017	43963	VERMEER OF MICHIGAN	RENTED WOOD CHIPPER	1,500.00
08/10/2017	43964	CONSUMERS ENERGY	7/1-7/31/17 SIRENS TRAFFIC LIGHTS 1997	26.60
08/14/2017	43965	ACE OUTDOOR SERVICES LLC	RED COLORED MULCH RED COLORED MULCH	155.00 182.00 337.00
08/14/2017	43966	ARROW UNIFORM RENTAL	MATS, SUPPLIES UNIFORMS, MATS, SUPPLIES, ENV	32.72 116.46 149.18
08/14/2017	43967	CONSUMERS ENERGY	6425 MILLER PARK & RIDE	60.64
08/14/2017	43968	CONSUMERS ENERGY	ANNUAL PROP RENTAL FLINT TWP	25.00
08/14/2017	43969	CONSUMERS ENERGY	4125 ELMS RD 4353	55.13
08/14/2017	43970	CONSUMERS ENERGY	4125 ELMS RD PAVILION 4437	30.73
08/14/2017	43971	CONSUMERS ENERGY	9099 MILLER RD	25.87
08/14/2017	43972	FUNTASTIC INFLATABLES	MOVIE NIGHT 8/18/17	150.00
08/14/2017	43973	GOV'T FINANCE OFFICERS ASSOC.	MEMB RENEWAL KORTH 10/1/17-9/30/18	170.00
08/14/2017	43974	STATE OF MICHIGAN	ETRPT SCH AID 58-31-100-035	530.39
08/21/2017	43975	FLINT TOWNSHIP	SWR TRANS MAINT CHG 42 UNITS	63.00
08/21/2017	43976	O'REILLY AUTO ENTERPRISES, LLC	MTT SU TAX REF 58-31-551-006 MTT REFUND 58-31-551-006 SU17	5,195.09 7.36 5,202.45
08/24/2017	43977	ACE OUTDOOR SERVICES LLC	BLACK MULCH	130.00
08/24/2017	43978	ANGELLA RICHARDSON	ELMS PARK REFUND 8/19/17 #4 FULL AMOUNT	220.00
08/24/2017	43979	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV	101.89
08/24/2017	43980	BIO-SERV CORPORATION	PEST CONTROL PUBLIC SAFETY BLDG	53.00
08/24/2017	43981	BLUE CARE NETWORK-EAST MI	SEPT 2017 RETIREE MEDICAL/KELLY SEPT 2017 RETIREE MEDICAL/CLOLINGER SEPT 2017 RETIREE MEDICAL/TYLER	744.58 1,348.51 724.66 2,817.75
08/24/2017	43982	BONNIE DUNCAN	ELMS PARK REFUND #3 8/19/17	100.00
08/24/2017	43983	C & M WIRE ROPE & SUPPLY CO	REINFORCED POLY SHEETING	88.90
08/24/2017	43984	CISLO TITLE CO	UB REFUND FOR 6299 ST CHARLES PASS	2.77
08/24/2017	43985	CONTRACTORS PIPE AND SUPPLY CORP	CENTRAL BRASS BUBBLER	53.79
08/24/2017	43986	COOKS DIESEL RV & TRUCK REPAIR	REPLACE SHRODER VALVES	199.32
08/24/2017	43987	DANIEL L RHANOR	INSTALL BALLAST CITY HALL	105.00
08/24/2017	43988	DELTA DENTAL PLAN	SEPT 2017 DENTAL RETIREES (6)/TAX	349.63
08/24/2017	43989	DENNIS KARN	UB REFUND FOR 9239 OAKVIEW	1.20
08/24/2017	43990	DIXON ENGINEERING INC	WATER TOWER CONTACT OVERSIGHT AND INSPEC	1,450.00
08/24/2017	43991	DOT FIRST AID AND SAFETY	REPLENISH FIRST AID/CITY HALL	117.27

			REPLENISH FIRST AID/DPW	19.98
				<u>137.25</u>
08/24/2017	43992	FEDEWA INC	WATER TOWER PAINTING AND OTHER SERVICES	78,400.00
08/24/2017	43993	FICK LANDSCAPE SUPPLIES LLC	ELMS PARK BLACK DIRT	100.00
08/24/2017	43994	FRANK CHRASTEK	ELMS PARK REFUND #1 8/19/17	100.00
08/24/2017	43995	GEN CTY ROAD COMMISSION	JULY 2017 S-MTCE OPERATIONS	893.56
08/24/2017	43996	GENESEE CTY DRAIN COMMISSIONER	WTR 6/28-6/30/17	12,539.55
			WTR 7/1-7/28/17 2,243,401 CF	117,035.89
				<u>129,575.44</u>
08/24/2017	43997	GLORIA HARDEN	ELMS PARK REFUND #2 8/20/17	100.00
08/24/2017	43998	HANNAH SEELEY	ELMS PARK REFUND #3 8/13/17	100.00
08/24/2017	43999	HAVE TRACTOR WILL TRAVEL	FENCE AT DPW, WATER TOWER AND LIFT STATI	21,323.00
08/24/2017	44000	JEANNIE MAYBERRY	ELMS PARK REFUND #4 8/12/17	100.00
08/24/2017	44001	JENNIFER SYRON	ELMS PARK REFUND #1 8/13/17	100.00
08/24/2017	44002	JESSICA GOODAR C/O KYLE GOODAR	UB REFUND FOR 9279 CEDAR CREEK	264.08
08/24/2017	44003	JOSE A MIRELES	MOW & TRIM CITY PROP/OTHR 2	895.00
			MOW & TRIM CITY PROP/OTHR 1	850.00
				<u>1,745.00</u>
08/24/2017	44004	KARL LANG	UB REFUND FOR 9149 LUEA LANE	254.87
08/24/2017	44005	LINDA RILEY	TAX OVERPMT 58-02-504-002	10.00
08/24/2017	44006	LISA KERLEY	ELMS PARK REFUND #1 8/12/17	100.00
08/24/2017	44007	MARK GONYEA	ELMS PARK REFUND #2 8/19/17	100.00
08/24/2017	44008	MICHIGAN ASSESSORS ASSOCIATION	MAA 2017 FALL EDUCATION 10/2-10/4/17	150.00
08/24/2017	44009	MID STATES BOLT AND SCREW CO	BOLTS (30)	124.35
			BOLTS (20)	111.97
				<u>236.32</u>
08/24/2017	44010	OFFICE DEPOT CREDIT PLAN	OFFICE SUPPLIES (PAPER) 8/2-8/4/17	157.61
08/24/2017	44011	PHILLIP CARRIERE	ELMS PARK REFUND #2 8/12/17	100.00
08/24/2017	44012	PRINTING SYSTEMS	ELECTION MC'S & ID CARDS	70.28
08/24/2017	44013	ROBERT & BARBARA BEALL	UB REFUND FOR 4375 MAYA LANE	4.20
08/24/2017	44014	SHANTY CREEK RESORTS	MI ASSESSORS ASSOC 10/2-10/4/17	170.00
08/24/2017	44015	SHARON BELLINGER	ELMS PARK REFUND #1 8/20/17	100.00
08/24/2017	44016	SHERRIE HUGAN	ELMS PARK REFUND #4 8/13/17	100.00
08/24/2017	44017	SUBURBAN AUTO SUPPLY	OIL FILTER & STABILIZER	44.98
08/24/2017	44018	SWARTZ CREEK ELEVATOR	TEMPO	57.00
			2.5 GALS KILLS ALL	60.00
				<u>117.00</u>
08/24/2017	44019	TASINDA RIDSDALE	ELMS PARK REFUND #2 8/13/17	100.00
08/24/2017	44020	TONY NEUROHR	WINSHALL PARK REFUND #1 8/13/17	100.00
08/24/2017	44021	UNUM LIFE INSURANCE	SEPT 2017 LIFE INS RETIREES (3)	32.76
08/24/2017	44022	WEST SHORE SERVICES INC	2017 SIREN MAINT AGREEMENT	1,800.00
08/30/2017	44023	A+ SUPPLY CO INC	SELF TEST GFCl (6)	118.26
08/30/2017	44024	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV.	107.34
08/30/2017	44025	BETTY SHANNON	JULY - SEPT 2017 CONTRACT REIMB RETIREE	568.68
08/30/2017	44026	BIO-SERV CORPORATION	WASPS IN PLAYScape/ELMS PARK	126.00
08/30/2017	44027	CATHIE SHERMAN	ELMS PARK DEPOSIT REFUND 8/27/17 #1	100.00
08/30/2017	44028	CHAD BRIGGS	UB REFUND FOR 5304 DON SHENK	102.66
08/30/2017	44029	COMCAST BUSINESS	8/26-9/25/17 CITY HALL	329.60
08/30/2017	44030	GE ASSOCIATES INC	DDA CONCEPTS FOR OLD SUNOCO SITE JUNE 20	1,500.00
			DDA CONCEPTS FOR OLD SUNOCO SITE JULY-AU	3,000.00
				<u>4,500.00</u>
08/30/2017	44031	HEATHER ROBINSON	ELMS PARK DEPOSIT REFUND 8/27/17 #3	100.00
08/30/2017	44032	INTEGRITY BUSINESS SOLUTIONS	KITCHEN ROLL TOWEL (4)	147.96
08/30/2017	44033	JAMES NOLEN	CONCRETE WORK 4186 SILVER MAPLE	2,900.00

08/30/2017	44034	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES/ELMS PARK (2)	1,150.00
08/30/2017	44035	MARGARET SHELLEY	WINSHALL PARK DEPOSIT REFUND 8/26/17 #2	100.00
08/30/2017	44036	MICHIGAN LUMBER CO	LUMBER	64.40
08/30/2017	44037	MRWA	LEAK DETN LINE LOCTNG 8/30/17 WRIGHT/SAN	270.00
08/30/2017	44038	MRWA	BASIC MATH WTR PERSNL 10/4/17 SANDFORD	155.00
08/30/2017	44039	PURCHASE POWER	JULY 2017 POSTAGE/TRANS FEE	3,030.00
08/30/2017	44040	REBECCA BOSAS	ADVANCE FOR FLOWERS/ELMS RD PARK	100.00
08/30/2017	44041	RIVERDALE BAPTIST CHURCH	ELMS PARK DEPOSIT REFUND 8/27/17 #2	100.00
08/30/2017	44042	RWS OF MID MICHIGAN	AUG 2017 FY18 GARBAGE/RECYCLING/YARD WAS	22,274.64
08/30/2017	44043	SHERWIN WILLIAMS	PAINT (3)	74.37
			PAINT (2)/PAINT SUPPLIES	65.73
				<u>140.10</u>
08/30/2017	44044	STATE OF MICHIGAN-DEQ WTR	DRINKING WTR LAB TESTING 5/16-6/6/17	192.00
			DRINKING WTR LAB TESTING 7/11/17	64.00
				<u>256.00</u>
08/30/2017	44045	TAYLOR CORPORATION	POSTERGUARD 1 YR 7/1/17-6/30/18	74.99
08/30/2017	44046	WOODS COLLISION	TAILGATE HINGE 2003 DODGE RAM	52.80
08/30/2017	44047	GENESEE CTY DRAIN COMMISSIONER	WATERMAIN CONST PERMIT DAVAL DRIVE	250.00
08/30/2017	44048	JODY KEY	UB TRAINING AT BS&A/J KEY	42.16
				<u>42.16</u>
GEN TOTALS:				
Total of 172 Checks:				822,794.10
Less 1 Void Checks:				<u>26.60</u>
Total of 171 Disbursements:				<u>822,767.50</u>

Public Works
Monthly Work Orders

09/01/17

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Read Date Comp	Type
BXRP17-0143 COMPLETED	CH20-009344-0000-04	BOYCE, ROBERT & VICTORIA 9344 CHESTERFIELD DR	08/21/17 08/24/17	CURB BOX REPAIR
BXRP17-0144	MO10-004505-0000-08	BROHN, JOHN 4505 MORRISH RD	08/30/17	CURB BOX REPAIR
CKME17-0337 COMPLETED	MI10-007215-0000-02	GEISERT, AARON 7215 MILLER RD	08/02/17 08/02/17	CHECK METER
CKME17-0338 COMPLETED	DU10-005141-0000-08	BRIGHT, SCOTT & MARY KAY 5141 DURWOOD DR	08/15/17 08/15/17	CHECK METER
DRAN17-0052 COMPLETED	RA10-004505-0000-01	OCENASEK, NANCY 4505 RAUBINGER RD	08/09/17 08/09/17	STORM DRAINS
DRAN17-0053	MI10-007256-0000-01	CLAYTON II, DUANE 7256 MILLER RD	08/23/17	STORM DRAINS
DRAN17-0054 COMPLETED	MI10-005323-0000-01	EARL-SCHUPPE, BARBARA 5323 MILLER RD	08/25/17 08/25/17	STORM DRAINS
FLAG17-0171 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/03/17 08/04/17	LOWER/RAISE FLAG
FLAG17-0172 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/24/17 08/25/17	LOWER/RAISE FLAG
FNRD17-1238 COMPLETED	MC10-005044-0000-04	KENNEDY, JOHN II 5044 MC LAIN ST	08/02/17 08/02/17	FINAL READ
FNRD17-1239 COMPLETED	LU10-009149-0000-02	LANG, KARL 9149 LUEA LN	08/04/17 08/08/17	FINAL READ
FNRD17-1240 COMPLETED	WI10-005206-0000-03	SANDFORD, JAY 5206 WINSHALL DR	08/07/17 08/07/17	FINAL READ
FNRD17-1241 COMPLETED	SE20-005137-0000-01	SHERMAN, DOUG & SHERLINE 5137 SEYMOUR RD	08/10/17 08/10/17	FINAL READ
FNRD17-1242 COMPLETED	AS10-000061-0000-01	HOOK, CAREY 61 ASHLEY CIR	08/09/17 08/09/17	FINAL READ
FNRD17-1243 COMPLETED	MO10-005220-0000-04	B AND T PIZZA 5220 MORRISH RD	08/09/17 08/14/17	FINAL READ
FNRD17-1244 COMPLETED	MO10-004437-0000-04	BELLMORE, JAMES H 4437 MORRISH RD	08/10/17 08/10/17	FINAL READ
FNRD17-1245 COMPLETED	DO10-005421-0000-01	WILES, RON 5421 DON SHENK DR	08/18/17 08/21/17	FINAL READ
FNRD17-1246 COMPLETED	MI10-006141-0000-02	WOODRUFF, ADAM 6141 MILLER RD	08/11/17 08/14/17	FINAL READ
FNRD17-1247 COMPLETED	AS10-000065-0000-05	SHAW, JAMES 65 ASHLEY CIR	08/14/17 08/14/17	FINAL READ
FNRD17-1248 COMPLETED	CE10-009279-0000-07	GOODAR, JESSICA 9279 CEDAR CREEK CT	08/21/17 08/21/17	FINAL READ

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
FNRD17-1249 COMPLETED	LU10-009149-0000-02	LANG, KARL 9149 LUEA LN	08/21/17 08/21/17	FINAL READ
FNRD17-1250 COMPLETED	DU10-005374-0000-04	PERKINS, ROBERT 5374 DURWOOD DR	08/15/17 08/17/17	FINAL READ
FNRD17-1251 COMPLETED	CH10-008513-0000-01	HILL, LINDA 8513 CHELMSFORD DR	08/18/17 08/21/17	FINAL READ
FNRD17-1252 COMPLETED	SC20-005021-0000-12	KRAFT, ZANDREA 5021 SCHOOL ST	08/23/17 08/24/17	FINAL READ
FNRD17-1253 COMPLETED	SE20-005449-0000-01	WYNN, DARLA S 5449 SEYMOUR RD	08/23/17 08/25/17	FINAL READ
FNRD17-1254 COMPLETED	DO10-005304-0000-10	BRIGGS, CHAD 5304 DON SHENK DR	08/28/17 08/28/17	FINAL READ
FNRD17-1255 CANCELLED	DU10-005388-0000-02	DUN-DEAL INVESTMENTS LLC 5388 DURWOOD DR	08/29/17 08/30/17	FINAL READ
FNRD17-1256 COMPLETED	MI10-008403-0000-05	HIBBARD, MICHAEL 8403 MILLER RD	08/29/17 08/29/17	FINAL READ
FNRD17-1257 COMPLETED	MI10-007566-0000-07	MATERIA, KENNETH 7566 MILLER RD	08/29/17 08/29/17	FINAL READ
FNRD17-1258	HA10-005018-0000-02	FANNIE MAE - CHANGING STREET 5018 HAYES ST	08/30/17	FINAL READ
GWO17-0429 COMPLETED	CI10-008100-0000-01	PUBLIC SAFETY BUILDING 8100 CIVIC DR	08/01/17 08/02/17	GENERIC WORK ORDE
GWO17-0430 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	08/02/17 08/01/17	GENERIC WORK ORDE
GWO17-0431	AB10-007074-0000-01	GERALD, R L 7074 ABBEY LN	08/11/17	GENERIC WORK ORDE
GWO17-0432	OA10-009178-0000-01	BOL, MONA 9178 OAKVIEW DR	08/17/17	GENERIC WORK ORDE
GWO17-0433 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/22/17 08/24/17	GENERIC WORK ORDE
GWO17-0434	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	08/30/17	GENERIC WORK ORDE
INSP17-000010	GR10-005206-0000-04	SMITH, RENEE 5206 GREENLEAF DR	08/31/17	TREE INSPECTION
MNT17-0254 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/09/17 08/02/17	BUILDING MAINTENA
MNT17-0255 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/03/17 08/11/17	BUILDING MAINTENA
MNT17-0256 COMPLETED	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	08/14/17 08/15/17	BUILDING MAINTENA
MNT17-0257 COMPLETED	CI10-008100-0000-01	PUBLIC SAFETY BUILDING 8100 CIVIC DR	08/21/17 08/21/17	BUILDING MAINTENA
MNT17-0258	EL10-004125-0000-01	ELMS PARK	08/23/17	BUILDING MAINTENA

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		4125 ELMS RD	08/24/17	
MNT17-0259	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/29/17	BUILDING MAINTENA
MTRP17-0510	HT10-003340-0000-03	KLEINEDLER, RALPH 3340 HERITAGE BLVD	08/24/17	METER REPAIR
COMPLETED			08/24/17	
READ17-0558	DU10-005141-0000-08	BRIGHT, SCOTT & MARY KAY 5141 DURWOOD DR	08/08/17	READ METER
COMPLETED			08/09/17	
REPL17-0057	MI10-007215-0000-02	GEISERT, AARON 7215 MILLER RD	08/09/17	METER REPLACEMENT
COMPLETED			08/09/17	
SETM17-0057	LI10-004292-0000-01	NEMER, KHALIL 4292 LINDSEY DR	08/10/17	SET METER
CANCELLED			08/10/17	
SI-000015	BR20-006060-0000-02	GENERAL MOTORS 6060 BRISTOL RD	08/14/17	SIGNS
COMPLETED			08/15/17	
SWLK17-0009	SE20-005113-0000-01	ROESNER, ERNEST 5113 SEYMOUR RD	08/14/17	SIDEWALK REPAIR
COMPLETED			08/16/17	
SWLK17-0010	WO10-005271-0000-01	MCDONOUGH, SHERRY 5271 WORCHESTER DR	08/17/17	SIDEWALK REPAIR
COMPLETED			08/17/17	
SWLK17-0011	DU10-005274-0000-02	BURT, EUNICE 5274 DURWOOD DR	08/23/17	SIDEWALK REPAIR
COMPLETED			08/25/17	
TRDN17-0073	GR10-005395-0000-03	GORZENSKI, JOSEPH 5395 GREENLEAF DR	08/02/17	TREE-TAKE DOWN
COMPLETED			08/10/17	
WMBK17-0077	MI10-006005-0000-01	NCS DEVELOPMENT INC 6005 MILLER RD	08/23/17	WATER MAIN BREAK
COMPLETED			08/23/17	
WOFF17-1793	DO10-005404-0000-01	MC BRIDE, CHARLENE 5404 DON SHENK DR	08/14/17	WATER TURN OFF
CANCELLED			08/15/17	
WOFF17-1794	AR10-006242-0000-03	HENRY, TRACY 6242 ARLINGTON DR	08/17/17	WATER TURN OFF
CANCELLED			08/17/17	
WOFF17-1795	CH20-009104-0000-03	MCDONALD, ALICIA 9104 CHESTERFIELD DR	08/17/17	WATER TURN OFF
CANCELLED			08/17/17	
WOFF17-1796	DO10-005235-0000-01	GRIFFEN, RONALD 5235 DON SHENK DR	08/17/17	WATER TURN OFF
CANCELLED			08/17/17	
WOFF17-1797	HI10-009275-0000-03	LUMSDEN, JULIE 9275 HILL RD	08/10/17	WATER TURN OFF
COMPLETED			08/17/17	
WOFF17-1798	WO10-005339-0000-01	LLOYD, ALAN 5339 WORCHESTER DR	08/17/17	WATER TURN OFF
COMPLETED			08/17/17	
WOFF17-1799	MA20-008095-0000-03	PASHEEK, RYAN L 8095 MAPLE ST	08/21/17	WATER TURN OFF
COMPLETED			08/21/17	
WOFF17-1800	SP10-004414-0000-02	PERINA, DIANE 4414 SPRINGBROOK DR	08/21/17	WATER TURN OFF
CANCELLED			08/21/17	
WOFF17-1801	WO10-005351-0000-02	BRAYAN, ROBERT 5351 WORCHESTER DR	08/21/17	WATER TURN OFF
COMPLETED			08/21/17	
WOFF17-1802	DO10-005410-0000-02	HOUGH, JUDY 5410 DON SHENK DR	08/21/17	WATER TURN OFF
COMPLETED			08/21/17	

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
WOFF17-1803 COMPLETED	CH20-008523-0000-02	KRATZ, SHERYL 8523 CHESTERFIELD DR	08/21/17 08/21/17	WATER TURN OFF
WOFF17-1804 COMPLETED	JE10-004169-0000-02	GORDON, NICHOLAS 4169 JENNIE LN	08/24/17 08/24/17	WATER TURN OFF
WOFF17-1805 COMPLETED	MI10-008295-0000-06	VIALPANDO, TARA 8295 MILLER RD	08/24/17 08/24/17	WATER TURN OFF
WOFF17-1806 COMPLETED	YA10-007036-0000-03	ROBISON, JACK 7036 YARMY DR	08/24/17 08/24/17	WATER TURN OFF
WOFF17-1807 COMPLETED	CH20-009104-0000-03	MCDONALD, ALICIA 9104 CHESTERFIELD DR	08/30/17 08/30/17	WATER TURN OFF
WOFF17-1808	MI10-008475-0000-05	YOUNG, CYNTHIA 8475 MILLER RD	08/30/17	WATER TURN OFF
WOFF17-1809 COMPLETED	CH20-009040-0000-02	STIFF, BRADLEY 9040 CHESTERFIELD DR	08/30/17 08/30/17	WATER TURN OFF
WOFF17-1810 COMPLETED	MI10-007029-0000-09	KINZIE, WAYNE 7029 MILLER RD	08/30/17 08/30/17	WATER TURN OFF
WOFF17-1811 CANCELLED	MO10-004505-0000-08	BROHN, JOHN 4505 MORRISH RD	08/30/17 08/30/17	WATER TURN OFF
WOFF17-1812 CANCELLED	SC20-005086-0000-02	HORST, STEVEN 5086 SCHOOL ST	08/30/17 08/30/17	WATER TURN OFF
WOFF17-1813 COMPLETED	MI10-005354-0000-05	WILSON, BRIAN 5354 MILLER RD	08/30/17 08/30/17	WATER TURN OFF
WOFF17-1814 CANCELLED	TH10-005018-0000-01	GLEASON, JOSEPH 5018 THIRD ST	08/30/17 08/30/17	WATER TURN OFF
WOFF17-1815 COMPLETED	BR10-005031-0000-05	REX, TOM 5031 BRADY ST	08/30/17 08/30/17	WATER TURN OFF
WOFF17-1816 COMPLETED	MA20-008041-0000-04	TAYRAL LLC 8041 MAPLE ST	08/30/17 08/30/17	WATER TURN OFF
WOFF17-1817	SP10-004364-0000-02	WILSON, WILLIAM D 4364 SPRINGBROOK DR	08/30/17	WATER TURN OFF
WOFF17-1818 COMPLETED	WO10-005192-0000-01	MORRISON, PAUL W 5192 WORCHESTER DR	08/30/17 08/30/17	WATER TURN OFF
WTON17-1095 COMPLETED	MO10-004437-0000-03	GOLDFEIN, AARON 4437 MORRISH RD	08/01/17 07/31/17	WATER TURN ON
WTON17-1099 COMPLETED	MO10-004437-0000-03	GOLDFEIN, AARON 4437 MORRISH RD	08/01/17 07/31/17	WATER TURN ON
WTON17-1100 COMPLETED	HA10-005018-0000-02	FANNIE MAE - CHANGING STREET 5018 HAYES ST	08/18/17 08/18/17	WATER TURN ON
WTON17-1101 COMPLETED	DO10-005410-0000-02	HOUGH, JUDY 5410 DON SHENK DR	08/21/17 08/21/17	WATER TURN ON
WTON17-1102 COMPLETED	CH20-008523-0000-02	KRATZ, SHERYL 8523 CHESTERFIELD DR	08/21/17 08/21/17	WATER TURN ON
WTON17-1103	WO10-005351-0000-02	BRAYAN, ROBERT	08/21/17	WATER TURN ON

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		5351 WORCHESTER DR	08/21/17	
WTON17-1104	MA20-008095-0000-03	PASHEEK, RYAN L	08/22/17	WATER TURN ON
COMPLETED		8095 MAPLE ST	08/22/17	
WTON17-1105	YA10-007036-0000-03	ROBISON, JACK	08/24/17	WATER TURN ON
COMPLETED		7036 YARMY DR	08/25/17	
WTON17-1106	MI10-008295-0000-06	VIALPANDO, TARA	08/25/17	WATER TURN ON
COMPLETED		8295 MILLER RD	08/25/17	
WTON17-1107	JE10-004169-0000-02	GORDON, NICHOLAS	08/25/17	WATER TURN ON
COMPLETED		4169 JENNIE LN	08/25/17	
WTON17-1108	WO10-005192-0000-01	MORRISON, PAUL W	08/30/17	WATER TURN ON
COMPLETED		5192 WORCHESTER DR	08/30/17	
WTON17-1109	CH20-009104-0000-03	MCDONALD, ALICIA	08/30/17	WATER TURN ON
COMPLETED		9104 CHESTERFIELD DR	08/30/17	
WTON17-1110	CH20-009040-0000-02	STIFF, BRADLEY	08/31/17	WATER TURN ON
COMPLETED		9040 CHESTERFIELD DR	08/31/17	
WTON17-1111	BR10-005031-0000-04	TAYLOR, PATRICIA	08/31/17	WATER TURN ON
COMPLETED		5031 BRADY ST	08/31/17	
WTON17-1112	MA20-008041-0000-04	TAYRAL LLC	08/31/17	WATER TURN ON
		8041 MAPLE ST		
WTON17-1113	BR10-005031-0000-05	REX, TOM	08/31/17	WATER TURN ON
COMPLETED		5031 BRADY ST	08/31/17	

Total Records: 95

Report Generated: 9/1/2017 8:19 AM

Report Options: Scheduled From: 8/1/2017 To: 8/31/2017

DPS ACTIVITY AUGUST 2017

	<u>REGULAR</u>	<u>HOLIDAY</u>	<u>VACATION</u>	<u>ABSENT</u>	<u>OT</u>	<u>DT</u>
101 GENERAL FUND						
262.0 ELECTIONS						
345.0 P S BLDG	11.85		0.21			
781.0 AMPHI-PARK	3.00		3.00			
782.0 WINSHALL PARK	22.98		2.34	0.16		
783.0 ELMS PARK	66.83		14.41	1.02		
784.0 BICENT. PARK						
790.0 SENIOR CENTER/LIBRARY	32.35		3.49	0.26		
793.0 CITY HALL	14.48		0.76			
794.0 COMM PROMO	67.86		17.90	0.14	5.00	
796.0 CEMETERY						
202 MAJOR STREET FUND						
429.0 SAFETY						
441.0 PARK & RIDE	30.00		0.04	0.02		
463.0 STREET MAIN	79.00		22.57	2.75		
474.0 TRAFFIC	1.50					
478.0 SNOW & ICE						
482.0 ADMIN	23.00		8.11			
203 LOCAL STREET FUND						
429.0 SAFETY						
463.0 STREET MAIN	64.29		13.64	0.03		2.00
474.0 TRAFFIC						
478.0 SNOW & ICE						
482.0 ADMIN	60.00		27.78			
226 GARBAGE FUND						
528.0 COLLECT	1.85		0.21			
530.0 WOODCHIPPING	71.85		27.04	0.04		
782.0 WINSHALL PARK GARBAGE	17.50		1.04	0.02	3.00	4.00
783.0 ELMS PARK GARBAGE	19.00		1.04	0.02	5.00	4.00
793.0 CITY HALL	3.25		0.15			
590 WATER						
540.0 WATER SYSTEM	213.52		40.22	2.32	2.00	
540.0 WATER-ON CALL	1.00		0.25			
542.0 READ & BILL	11.00		1.44	0.41		
793.0 CITY HALL	8.13		0.38			
591 SEWER						
536.0 SEWER SYSTEM	41.43		12.10	0.25		
536.0 SEWER-ON CALL	1.00		0.25			
537.0 LIFT STATION	9.00		3.41	0.39		
542.0 READ & BILL	11.00		1.44	0.41		
793.0 CITY HALL	8.22		0.38			
661 MOTOR POOL FUND						
795.0 CITY GARAGE	20.61		5.40	0.26		
DAILY HOURS TOTAL	915.50	0.00	209.00	8.50	15.00	10.00

DPS Equipment Rental
 August 2017
 Page 1

Nature Of Work	4WD 7-15,3-08 2-08, 09-03	4WD 7-15,3-08 2-08, 09-03a	2WD 5-16	JCB Backhoe 06'00	Backhoe w/breaker 06'00a	Bucket Truck 6-99	Brush Hog 09'02	Dump 11	Dump w/plow 11a	Dump 12'02	Dump w/plow 12'02a	Dump 12-04	Dump w/plow 12-04a
101.262 Elections													
101.450 Forestry													
101.781 Pajtas Amphi	5												
101.782 Winshall Pk	13		0.72										
101.783 Elms Pk	31		1.62							4		2	
101.784 Bicentennial Pk													
101.790 Sen Ctr./Lib	25		0.9										
101.345 PS Bldg	7		0.9										
101.793 City Hall	27		0.72										
101.794 Comm Promo	20												
661.795 City Garage	1												
101.796 City Cem.													
202.463 Maint. Major	28											2	
202.474 Traffic-Major	37												
202.478 Snow/Ice-Maj													
202.482 Major-Admin	3		16.32										
203.463 Maint-Local	18											4	
203.474 Traffic-Local	4												
203.478 Snow/Ice-Local													
203.482 Local-Admin			48.7										
226.528 Waste Collect	1		0.9										
226.530 Woodchipping	37		0.9					35					
590.540 Water System	108		13.39										
590.542 Water-Read/Bill	22												
591.536 Sewer System	10		5.39										
591.537 Sewer Lift Stat	2							2					
226.782 Winshall Pk Gbg	11												
226.783 Elms Pk Gbg	14												
591.542 Sewer Read/Bill	22												
Total	446	0	90.46	0	0	0	0	37	0	6	0	8	0

Nature Of Work	Portable Generator	Case Backhoe 17	Sweeper	JD Tractor 19	Chipper	#42 Arrow	Arrow Board	Trailer	Roller	Pressure Washer	Post Hole Digger	01'98	open
101.262 Elections													
101.450 Forestry													
101.781 Pajtas Amphi													
101.782 Winshall Pk				1									
101.783 Elms Pk		4		1									
101.784 Bicentennial Pk													
101.790 Sen Ctr./Lib													
101.345 PS Bldg													
101.793 City Hall													
101.794 Comm Promo													
661.795 City Garage			2										
101.796 City Cem													
202.463 Maint. Major			22			2							
202.474 Traffic-Major													
202.478 Snow/Ice-Maj													
202.482 Major-Admin													
203.463 Maint-Local			13.5			7							
203.474 Traffic-Local													
203.478 Snow/Ice-Local													
203.482 Local-Admin													
226.528 Wast Collect													
226.530 Woodchipping			6		29								
590.540 Water System		5											
590.542 Water-Read/Bill													
591.536 Sewer System													
591.537 Sewer Lift Stat					2								
Total	0	9	43.5	2	31	9	0	0	0	0	0	0	0

August 2017	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#5-16 2WD gas	1025.0		90.0		
#7-15 4WD gas	909.0		110.0		
#3-08 P/U 4WD gas	707.0		50.1		
09-03 P/U 4WD diesel	264.0				28.0
#2-08 P/U 4WD gas	329.0		50.0		
#6-00 BACKHOE diesel					
#11 DUMP gas	153.0		29.0		
#12-02 DUMP diesel	27.0				
#12-04 DUMP diesel	93.0				
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					
#19 JD TRACTOR diesel					
#06-99 BUCKET TRUCK gas	4.0				
#21 WOOD CHIPPER diesel					32.4
#807 STREET SWEEPER diesel	110.0				96.0
#42 ASPHALT HEATER diesel					
#37 TRAIL ARROW					
#10-15 GEN gas					
TOTAL	3621.0		329.1		156.4

City of Swartz Creek

Building Permit List

2017

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Building							
PB1700056	08/28/17	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-039	\$171,587	\$1,355.00	7251 LINDSEY DR 48473 Res Single Family
PB1700057	08/03/17	WESTGATE PROPERTIES OF		58-35-400-014	\$32,500	\$310.00	8240 MILLER RD 48473-Roofing
PB1700058	08/09/17	WeatherGard	(248) 967 8822	58-02-501-001	\$9,610	\$145.00	5248 OAKVIEW DR 48473-Roofing
PB1700059	08/24/17	PROGRESSIVE BUILDERS G		58-36-300-012	\$18,097	\$290.00	7448 MILLER RD 48473-Res Add/Alter/Repair
PB1700060	08/23/17	WOODSIDE BUILDERS, INC	(810) 635 2227	58-30-651-005	\$152,114	\$1,260.00	6365 AUGUSTA ST 48473-Res Single Family
PB1700063	08/23/17	J.W. Morgan Construction	(810) 635 9228	58-30-651-106	\$164,172	\$1,320.00	3323 HERITAGE BLVD 48473-Res Single Family
Total:		6 Permits	Value: \$548,080		Fee Total: \$4,680.00		Total Number of Dwelling Units 3

Electrical							
PE1700021	08/22/17	Holland Heating & Cooling Inc		58-03-531-170	\$0	\$115.00	9351 CHESTERFIELD DR 48473-Electrical
PE1700022	08/29/17	B & W Electric	(810) 397 4246	58-36-676-046	\$0	\$308.00	7205 LINDSEY DR 48473 Electrical
PE1700023	08/29/17	B & W Electric	(810) 397 4246	58-36-676-066	\$0	\$308.00	4288 LINDSEY DR 48473 Electrical
Total:		3 Permits	Value: \$0		Fee Total: \$731.00		Total Number of Dwelling Units 0

Mechanical							
PM170029	08/16/17	Holland Heating & Cooling	(810) 653 4328	58-02-501-038	\$0	\$170.00	8523 CHELMSFORD DR 48473-Mechanical
PM170030	08/23/17	Staley's Plbg & Htg, Inc.	(810) 659 5572	58-36-676-046	\$0	\$260.00	7205 LINDSEY DR 48473 Mechanical
PM170031	08/22/17	Holland Heating & Cooling	(810) 653 4328	58-03-531-170	\$0	\$130.00	9351 CHESTERFIELD DR 48473-Mechanical
PM170032	08/28/17	Staley's Plbg & Htg, Inc.	(810) 659 5572	58-36-676-066	\$0	\$260.00	4288 LINDSEY DR 48473 Mechanical
Total:		4 Permits	Value: \$0		Fee Total: \$820.00		Total Number of Dwelling Units 0

City of Swartz Creek

Building Permit List

2017

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Plumbing							
PP170010	08/08/17	Burnash Plbg	(810) 836 3489	58-36-676-046	\$0	\$234.00	7205 LINDSEY DR 48473 Plumbing
PP170011	08/28/17	Ballard Plbg Co	(810) 691 9077	58-30-651-106	\$0	\$216.00	3323 HERITAGE BLVD 48473-Plumbing
PP170012	08/29/17	Burnash Plbg	(810) 836 3489	58-36-676-066	\$0	\$229.00	4288 LINDSEY DR 48473 Plumbing
Total:		3 Permits	Value: \$0		Fee Total: \$679.00		Total Number of Dwelling Units 0

Right of Way							
PROW-0038	08/16/17	Comcast Communications		58-36-100-001	\$0	\$0.00	4141 MORRISH RD 48473-Right of way
PROW-0039	08/16/17	KAL NEMER		58-36-676-039	\$0	\$0.00	7251 LINDSEY DR 48473 Right of way
PROW-0040	08/22/17	CONSUMERS ENERGY		58-02-501-094	\$0	\$100.00	5111 WINSTON DR 48473-Right of way
PROW-0041	08/16/17	KAL NEMER		58-30-651-005	\$0	\$0.00	6365 AUGUSTA ST 48473-Right of way
PROW-0042	08/16/17	KAL NEMER		58-36-676-066	\$0	\$0.00	4288 LINDSEY DR 48473 Right of way
PROW-0043	08/16/17	KAL NEMER		58-36-676-067	\$0	\$0.00	4282 LINDSEY DR 48473 Right of way
PROW-0044	08/16/17	KAL NEMER		58-36-676-046	\$0	\$0.00	7205 LINDSEY DR 48473 Right of way
PROW-0046	08/16/17	CONSUMERS ENERGY COM		58-35-576-038	\$0	\$0.00	8056 MILLER RD 48473-Right of way
PROW-0049	08/16/17	BUECHE, PAUL D & CONNII		58-36-529-006	\$0	\$0.00	7168 PARK RIDGE PKWY 48473-Right of way
PROW-0050	08/16/17	THOMSON, BRUCE & DENIS		58-03-531-104	\$0	\$0.00	5304 VALLEYVIEW DR 48473-Right of way
PROW-0051	08/16/17	HART, JOANNA M & FRITSC		58-03-531-095	\$0	\$0.00	9186 OAKVIEW DR 48473-Right of way
PROW-0052	08/21/17	Comcast Communications		58-35-576-031	\$0	\$100.00	4459 FORTINO DR 48473-Right of way
PROW-0053	08/23/17	JW Morgan Construction		58-30-651-106	\$0	\$100.00	3323 HERITAGE BLVD 48473-Right of way
PROW-0054	08/25/17	CONSUMERS ENERGY COR		58-02-504-012	\$0	\$100.00	8401 MILLER RD 48473-Right of way
Total:		14 Permits	Value: \$0		Fee Total: \$400.00		Total Number of Dwelling Units 0

09/01/17

City of Swartz Creek Building Permit List 2017

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Zoning							
PZ17-0022	08/21/17	AIS Installation	(586) 274 9100	58-02-526-086	\$10,188	\$25.00 5052 FAIRCHILD ST	48473-Fence
Total:		1 Permits	Value: \$10,188		Fee Total: \$25.00		Total Number of Dwelling Units 0

Permit Total: 31 **Value: \$558,268** **Fee Total: \$7,335.00**

Permit.DateIssued Between 8/1/2017 12:00:00 AM AND 8/31/2017 11:59:59 PM

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
5086 SCHOOL ST	58-02-526-022	Site Inspection	08/01/2017		
7048 PARK RIDGE PKWY	58-36-527-012	Open Roof	08/01/2017	08/01/2017	Approved
4292 LINDSEY DR	58-36-676-065	insulation	08/02/2017	08/02/2017	Approved
8348 CAPPY LN	58-02-503-038	Status	08/03/2017	08/08/2017	No Change
4276 KROGER DR	58-36-400-010	Final	08/07/2017	08/08/2017	Approved
8093 MILLER RD	58-02-528-001	Ordinance	08/07/2017		
5376 MILLER RD	58-29-551-011	Site Inspection	08/07/2017		
4288 LINDSEY DR	58-36-676-066	Backfill	08/08/2017	08/08/2017	Approved
8267 MILLER RD	58-02-526-063	Site Inspection	08/08/2017	08/17/2017	No Violation
5377 DURWOOD DR	58-03-533-182	Ordinance	08/08/2017		
8240 MILLER RD	58-35-400-014	Progress	08/09/2017	08/09/2017	Approved
7205 LINDSEY DR	58-36-676-046	Rough & U.G.	08/10/2017	08/10/2017	Approved
4292 LINDSEY DR	58-36-676-065	Footing	08/14/2017	08/14/2017	Approved
5288 MORRISH RD	58-02-400-002	Final	08/15/2017	08/15/2017	Approved
5288 MORRISH RD	58-02-400-002	Final	08/15/2017	08/15/2017	Approved
8522 CHELMSFORD DR	58-02-501-039	Status	08/17/2017	08/22/2017	No Change
4282 LINDSEY DR	58-36-676-067	Swr Tap In	08/17/2017	08/17/2017	Approved
6315 ST CHARLES PASS	58-30-651-068	Final Zoning	08/17/2017	08/17/2017	Approved
7512 GROVE ST	58-01-100-019	Site Inspection	08/17/2017		
5256 DON SHENK DR	58-02-503-004	Site Inspection	08/17/2017		
5157 MORRISH RD	58-01-100-013	Status	08/21/2017	08/21/2017	No Change
8103 MILLER RD	58-02-528-002	Status	08/21/2017	08/22/2017	Partially Comple
6365 AUGUSTA ST	58-30-651-005	Right of Way	08/21/2017		
7251 LINDSEY DR	58-36-676-039	Right of Way	08/21/2017		
4288 LINDSEY DR	58-36-676-066	Right of Way	08/21/2017		
4282 LINDSEY DR	58-36-676-067	Right of Way	08/21/2017		
7205 LINDSEY DR	58-36-676-046	Right of Way	08/21/2017		
8056 MILLER RD	58-35-576-038	Right of Way	08/21/2017		
4141 MORRISH RD	58-36-100-001	Right of Way	08/21/2017		
9186 OAKVIEW DR	58-03-531-095	Right of Way	08/21/2017		
7168 PARK RIDGE PKWY	58-36-529-006	Right of Way	08/21/2017		
5304 VALLEYVIEW DR	58-03-531-104	Right of Way	08/21/2017		
5274 DURWOOD DR	58-03-533-131	Ordinance	08/21/2017		
4282 LINDSEY DR	58-36-676-067	Footing	08/22/2017	08/22/2017	Approved
4344 MORRISH RD	58-35-576-013	Final	08/23/2017	08/23/2017	Approved
5354 MILLER RD	58-29-551-014	Follow Up	08/23/2017	08/23/2017	Not Complied

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7205 LINDSEY DR	58-36-676-046	Rough	08/24/2017	08/24/2017	Approved
8401 MILLER RD	58-02-504-012	Right of Way	08/25/2017		
6509 BRISTOL RD	58-31-501-007	Status	08/28/2017	08/28/2017	Complied
7553 MASON ST	58-36-551-007	Status	08/28/2017	08/28/2017	Complied
5327 DON SHENK DR	58-02-552-015	Status	08/28/2017	08/28/2017	Violation(s)
8342 CAPPY LN	58-02-503-039	Follow Up	08/28/2017		
5325 SEYMOUR RD	58-03-533-024	Final	08/28/2017	08/28/2017	Approved
3441 HERITAGE BLVD	58-30-651-026	Ordinance	08/28/2017	08/28/2017	No Violation
8240 MILLER RD	58-35-400-014	Final	08/28/2017	08/28/2017	Approved
5329 OAKVIEW DR	58-03-532-036	Site Inspection	08/28/2017		
4282 LINDSEY DR	58-36-676-067	Backfill	08/28/2017	08/28/2017	Approved
5329 OAKVIEW DR	58-03-532-036	Site Inspection	08/29/2017	08/29/2017	Violation(s)
6365 AUGUSTA ST	58-30-651-005	Sewer Tap In	08/29/2017		
4381 SPRINGBROOK DR	58-36-651-108	Final	08/29/2017	08/29/2017	Approved
4292 LINDSEY DR	58-36-676-065	Final	08/29/2017	08/29/2017	Approved
8060 MILLER RD	58-35-576-029	Ordinance	08/29/2017	08/29/2017	Violation(s)
4288 LINDSEY DR	58-36-676-066	Service	08/29/2017	08/29/2017	Approved
7205 LINDSEY DR	58-36-676-046	Service	08/29/2017	08/29/2017	Approved
7205 LINDSEY DR	58-36-676-046	Rough	08/29/2017	08/29/2017	Approved
4288 LINDSEY DR	58-36-676-066	Rough	08/29/2017	08/29/2017	Approved
4282 LINDSEY DR	58-36-676-067	Footing	08/30/2017	08/30/2017	Approved
3323 HERITAGE BLVD	58-30-651-106	Right of Way	08/31/2017		
4292 LINDSEY DR	58-36-676-065	Final	08/31/2017		
4292 LINDSEY DR	58-36-676-065	Final	08/31/2017		
7205 LINDSEY DR	58-36-676-046	Rough	08/31/2017	08/31/2017	Approved
4292 LINDSEY DR	58-36-676-065	Final	08/31/2017	08/31/2017	Approved
4177 SILVER MAPLE LN	58-36-527-002	Final	08/31/2017	08/31/2017	Approved

Inspections: 63

Population: All Records

Inspection.DateTimeScheduled Between 8/1/2017 12:00:00 AM AND 8/31/2017 11:59:59 PM

Enforcements By Category

09/01/17

BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E17-069	5021 SCHOOL ST	Postponed	08/09/17	
E17-075	5329 OAKVIEW DR	Violation	08/28/17	
Total Entries: 2				

BUILDING VIOLATIONS

Enforcement Number	Address	Status	Filed	Closed
E17-076	8060 MILLER RD	Closed	08/29/17	08/29/17
Total Entries: 1				

NOXIOUS ODOR

Enforcement Number	Address	Status	Filed	Closed
E17-073	3441 HERITAGE BLVD	No Violation	08/24/17	08/28/17
Total Entries: 1				

SIDEWALKS

Enforcement Number	Address	Status	Filed	Closed
E17-067	8267 MILLER RD	Closed	08/08/17	08/17/17
E17-068	5377 DURWOOD DR	Complete	08/08/17	08/10/17
E17-070	5274 DURWOOD DR	Inspection Pending	08/17/17	
Total Entries: 3				

WEED COMPLAINT

Enforcement Number	Address	Status	Filed	Closed
E17-065	8093 MILLER RD	Closed	08/07/17	08/21/17
E17-066	5376 MILLER RD	Complete	08/07/17	08/07/17
E17-071	City Council Packet 7512 GROVE ST	Complete	08/17/17	08/20/17

Enforcements By Category

09/01/17

E17-072	5256 DON SHENK DR	Complete	08/17/17	08/19/17
E17-074	5329 OAKVIEW DR	Inspection Pending	08/28/17	
E17-077	8093 MILLER RD	Inspection Pending	08/31/17	

Total Entries: 6

Total Records: 13

Population: All Records

Enforcement.DateFiled Between 8/1/2017 12:00:00 AM AND 8/31/2017 11:59:59 PM

REC-11
AUG 31 2017

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-18241

- Consumers Energy Company requests that the Michigan Public Service Commission review its implementation of its Renewable Energy Plan and approve the reconciliation of plan costs for the period beginning January 1, 2016 through December 31, 2016.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

DATE/TIME: Tuesday, September 12, 2017, at 9:00 a.m.
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge **Mark E. Cummins**

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) June 30, 2017 application, which seeks Commission's approval to: 1) determine that the Company's 2016 Renewable Energy Plan reconciliation is reasonable and prudent and meets all relevant requirements under 2008 Public Act 295; 2) reconcile the pertinent revenues recorded and the allowance for the non-volumetric revenue recovery mechanism with the amounts actually expensed and projected according to their plan for compliance, as described in its filing; 3) establish a price per megawatt hour for renewable energy and advanced cleaner energy capacity and for renewable energy and advanced cleaner energy to be recovered through the power supply cost recovery clause of \$79.43 per megawatt hour; 4) utilize surplus Energy Optimization Credits from 2016 to offset future renewable energy requirements; and 5) further relief as may be lawful and necessary.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by September 5, 2017 (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

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

Requests for adjournment must be made pursuant to the Michigan Administrative Hearing System's Administrative Hearing Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; 2008 PA 295, MCL 460.1001 et seq.; and the Michigan Administrative Hearing System's Administrative Hearing Rules, 2015 AC, R 792.10401 et seq.

**[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY APPROVE,
REJECT, OR AMEND PROPOSALS MADE BY CONSUMERS ENERGY.]**

1081-E

AUG. 30. 2017 7:56AM

SWARTZ CREEK

NO. 758

P. 2

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN

STREET CLOSURE APPLICATION

DATE OF REQUEST: AUGUST 30, 2017 200

SPONSOR ORGANIZATION SWARTZ CREEK COMMUNITY SCHOOLS

AUTHORIZED REPRESENTATIVE: TONY SUCHANEK

WORK ADDRESS: ONE DRAGON DRIVE HOME ADDRESS: _____

PHONE NO: WORK (810) 591-1803 HOME: () CELL: (248) 770-7136

TYPE OF EVENT: PARADE* (DRAW ROUTE ON ATTACHED MAP)
 CARNIVAL CRAFT SHOW
 STREET DANCE CONCERT
 OTHER: _____

DATE OF EVENT: 9 / 22 / 2017 TIME OF EVENT: FROM: 4:45 AM / PM
TO: 10:30 AM / PM

ESTIMATED NUMBER OF PARTICIPANTS: _____

ROADS REQUESTED TO BE CLOSED: ** CRAPO -> MAPLE -> MORRISH ->
MILLER -> FAIRCHILD

The applicant agrees, as a condition of the granting of this permit, to hold the City of Swartz Creek, it's officers, employees, and agents harmless from any liability from any injuries caused to persons or property in connection with this event. To that end, the applicant shall provide the City with evidence of insurance for such liability in an amount determined adequate by the City Attorney, but in no case less than \$1,000,000/2,000,000 aggregate and the City of Swartz Creek shall be named as an insured party on said policy. The policy shall also contain a provision providing the City with ten (10) days written notice of cancellation.

For: SWARTZ CREEK COMMUNITY SCHOOLS (Organization) By: [Signature] (Authorized Representative)

APPROVED BY: [Signature] (Chief of Police)

* The throwing of any item(s) from any vehicle during the course of a parade is strictly prohibited and violations may result in criminal prosecution and/or the denial of future permit applications.

**The Chief of Police reserves the right to determine the length of time that any street(s) remain(s) closed to traffic.

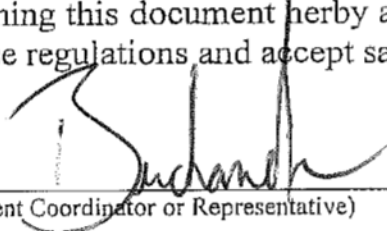
THIS REQUEST AND ALL REQUIRED ASSOCIATED DOCUMENTS MUST BE SUBMITTED TO THE OFFICE OF THE CHIEF OF POLICE NO LATER THAN 30 DAYS PRIOR TO EVENT DATE

CITY OF SWARTZ CREEK PARADE REGULATIONS

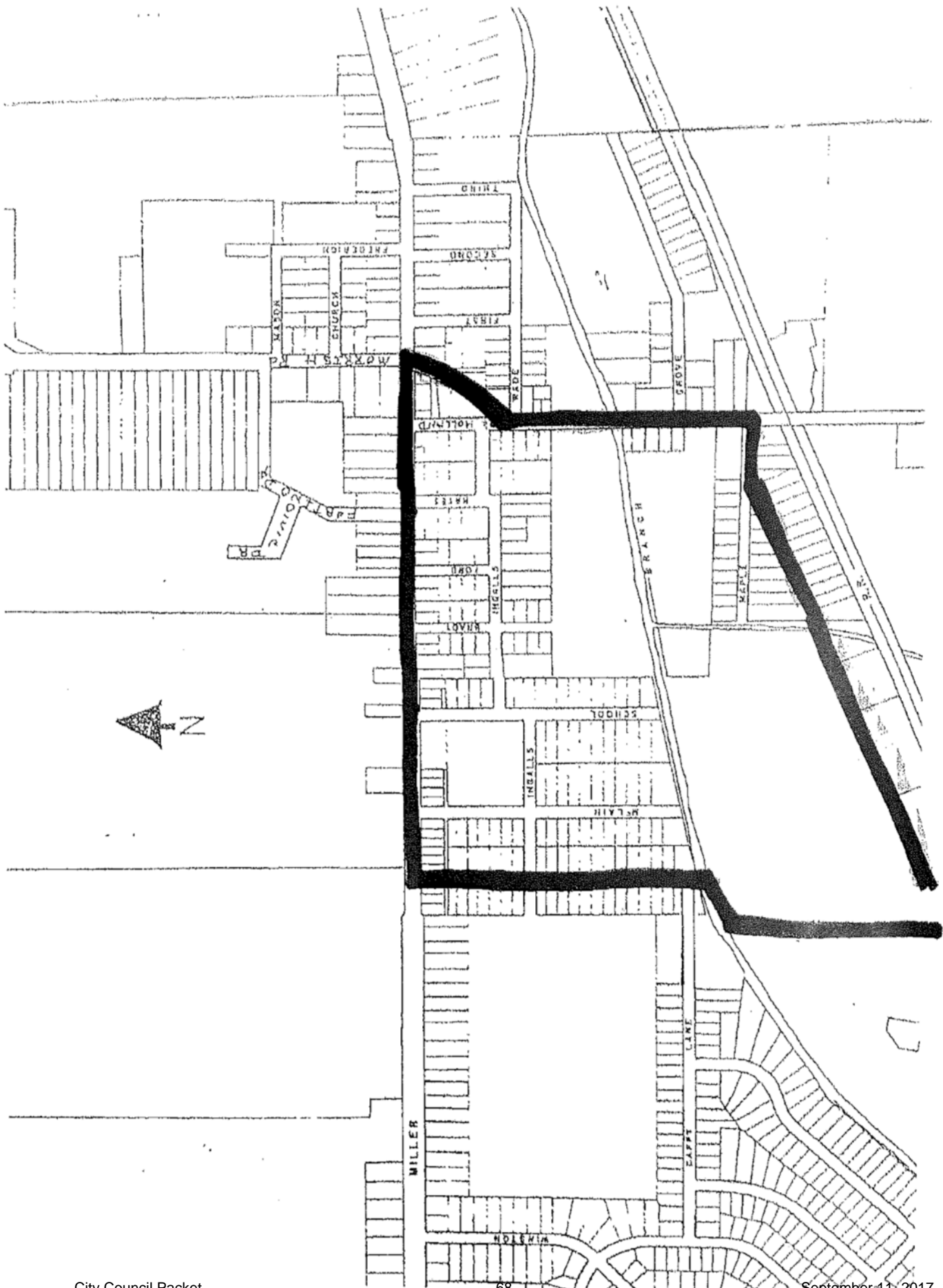
The approval of a street closure request and/or a "parade permit" is based on the assumption that the event coordinator(s) fully understand and accept the following regulations regarding the event:

1. The throwing of any object(s) from any vehicle during the course of the parade is prohibited by ordinance. Violations of this ordinance could result in prosecution and/or the denial of future permit requests.
2. The closing of major thorough fares entails the rerouting of thousands of motorists and the interruption of commerce. It is imperative that parades begin and end on time so as not to unnecessarily disrupt the usual course of traffic and business.
3. Parade organizers must provide a means of direct communication between the event coordinator and the Chief of Police (or his designate) during the course of the parade in order to address any dangerous conditions that may develop during the course of the event.
4. The practice of parade participants jumping onto or off of moving vehicles in the parade is prohibited.
5. When determining the staging area for parade participants, organizers should ensure that the area is sufficient in size to accommodate all entries without creating traffic or pedestrian hazards.

It is the responsibility of the event coordinator(s) to ensure that all parade participants are made aware of the regulations that directly affect them and by signing this document hereby acknowledge that they have received a copy of these regulations and accept said responsibility.

By: 
(Event Coordinator or Representative)

For: Swartz Creek Comm. Schools
(Organization)



CERTIFICATE OF INSURANCE

<p><small>Producer</small></p> <p>SET SEG 415 W. Kalamazoo Street Lansing, MI 48933</p>	<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</p>
COMPANIES AFFORDING COVERAGE	
<p><small>Insured</small></p> <p>Swartz Creek Community Schools 8354 Cappy Lane Swartz Creek, MI 48473-1299</p>	<p>A MASB-SEG Property/Casualty Pool, Inc.</p>

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
A	<p>GENERAL LIABILITY</p> <p><input checked="" type="checkbox"/> Comprehensive Form</p> <p><input checked="" type="checkbox"/> Premises/Operations</p> <p><input checked="" type="checkbox"/> Incidental Medical Malpractice Coverage</p> <p><input checked="" type="checkbox"/> Products/Completed Operations</p> <p><input checked="" type="checkbox"/> Contractual</p> <p><input checked="" type="checkbox"/> Independent Contractors</p> <p><input checked="" type="checkbox"/> Broad Form Property Damage</p> <p><input checked="" type="checkbox"/> Personal Injury</p>	PC-0000188-30	7/1/17	7/1/18	BI & PD COMBINED OCCURRENCE	\$1,000,000
					BI & PD COMBINED AGGREGATE	N/A
					PERSONAL INJURY OCCURRENCE	\$1,000,000
					PERSONAL INJURY AGGREGATE	N/A

DESCRIPTION City of Swartz Creek is hereby added as additional insured for liability but only as respects to the activities performed by or on behalf of the named Insured as it represents the Districts' Homecoming Parade being held September 22, 2017.

<p><small>CERTIFICATE HOLDER</small></p> <p>City of Swartz Creek 8083 Civic Drive Swartz Creek, MI 48473</p>	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.</p>
--	--

<p><small>AUTHORIZED REPRESENTATIVE</small></p> <p><i>Cari Wolfe</i></p> <p>CARI WOLFE PROPERTY/CASUALTY DEPARTMENT</p>	<p>Date August 29, 2017</p>
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APPLICATION FOR SITE PLAN REVIEW

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

Date: 08/04/2017

File No: _____

Fee Received: _____ Receipt No: _____

NOTICE TO APPLICANT:

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

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

TO THE PLANNING COMMISSION:

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

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

The property is located and described, as follows:

Assessment Roll Description No. 58-36-100-001,

Address: 4141 Morrish road

Other description: Part of the NW 1/4, section 36, T7N-R5E

It has a frontage of: 187.36 feet and a depth of: 363 feet. Total acreage is: 1.554

PRESENT ZONING: GBD - Meijer PUD on Morrish Road

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

Assessment Roll Description No. 58-____-____-____,

SITE PLAN APPLICANT INFORMATION:

Name: Abbegail Sivwright - La Macchia Group

Address: 157 North Milwaukee Street, Milwaukee WI 53202

Phone Number: 414-840-0645

SUBJECT PROPERTY IS OWNED BY:

Name: Meijer

Address: 2350 3 Mile Road NW , Grand Rapids, MI 49544

Phone Number: 616-791-3505

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

Proposed credit union branch location with attached drive-through lanes

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

Proposed 3,042 s.f. credit union branch

Abbegail Sivwright
Signature of Applicant

Phone Number: 414-840-0645

Signature of Owner

Phone Number: _____

Level of review required (Circle one):

Full

Limited

Administrative

A. Action Taken by the Planning Commission:

1. Date application: ____/____/____
2. Date of Public Hearing: ____/____/____
3. Findings of Planning Commission:

4. Recommendation:

B. Action Taken by the City Council:

1. Date of Public Hearing: ____/____/____
2. Findings of the City Council:

3. Action of the City Council:

By: _____
City Clerk

Date: ____/____/____

APPLICATION FOR SPECIAL USE APPROVAL

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

To: City Clerk Date: 08/08/17 Paid: _____ Receipt No: _____

NOTICE TO APPLICANT:

Regular meetings of the Swartz Creek Planning Commission are held on the 1st Tuesday of each month at 7:00 PM, at the City Hall, 8083 Civic Dr. Application for Special Use shall be filed at least thirty (30) days before the scheduled meeting date.

TO THE PLANNING COMMISSION

I, (We), the undersigned do hereby respectfully make application and petition the Planning Commission to call a special hearing to determine whether there are objections for the use of said property as follows:

A proposed site plan for a credit union with vehicle drive through lanes and an automatic teller drive-through lane, located upon vacant land adjacent to the Meijer gas station on Morrish Road.

1. The property sought to be used as a "Special Use" is located and described, as follows: Assessment Roll Description No. 58-36-100-001,

Part of the NW 1/4, section 36, T7N-R5E

2. The property sought for "Special Use" is owned by:

Name: Meijer

Address: 2350 3 Mile Road NW, Grand Rapids, MI 49544

3. Requirements:

4. It is desired and requested that the foregoing described property be given a "Special Use" permit for:

Two vehicle drive through lanes and One automatic teller drive-through lane

5. We attach a statement hereto indicating why we request the "Special Use" of this property so stated, and why such will not be detrimental to the public welfare, nor the property of other persons in the vicinity thereof.

6. Submit plot plan.



Signature of Applicant

La Macchia Group - 157 North Milwaukee Street, Milwaukee WI 53202
Address

Phone Number: 414-840-0645

A. Action Taken by the Planning Commission:

1. Date of first appearance of applicant: ____/____/____
2. Date of Public Hearing: ____/____/____
3. Findings of Planning Commission:

B. Determination:

Dort Federal Credit Union Swartz Creek, Michigan

Application for Special Use Approval

Dort Federal Credit Union would like to formally request a special use for a proposed free-standing credit union branch with two drive through teller lanes and one automatic drive through teller lane. This free-standing branch will be located on a vacant piece of land, directly to the north of the Meijer gas station on Morrish Road. The land to the north of this site is also vacant, zoned for commercial use.

The two drive through teller lanes will be open from 8:00am – 6:00pm Monday through Friday and 9:00am – 12:30pm on Saturday. These teller lanes will have Interactive Teller Machines (ITM) in lieu of a traditional teller line. There are no windows or pneumatic air tube systems. Instead, the ITM is a video-based interactive technology which allows members to conduct transactions driven by a centrally based teller. There will still be communication between the member and the teller, so the speaking noise will be similar to a standard drive through teller lane. The ATM teller lane will be open 24 hours.

All traffic onto this site will enter along the north property line. The traffic for the drive through lanes will not interfere with the parking stalls at the building entry.

The drive through lanes are situated on the site such that headlights face the Meijer gas station to the south. This will prevent lights from shining onto Morrish Road and the vacant sight to the north.

All pedestrian traffic onto this site will also be at the north property line, with a cross walk to the branch, between the drive through lanes and the building entry parking. This will prevent any pedestrian traffic in the drive through lanes.

The drive through lanes have been designed to provide a minimum of four car stacking lengths. This will prevent back up from impeding pedestrian and vehicle traffic on the site.

The drive through teller lanes have been carefully planned to provide minimal impact on the branch's vehicle and pedestrian access, parking, and adjacent sites. As a result, we ask that we be granted the special use permit for this site.



Adam Zettel
Zoning Administrator
zettelconsulting@gmail.com

Date: September 7, 2017

Attention: Swartz Creek Planning Commission
Subject: **Dort Federal Site Plan & Special Land Use**
Tax ID No: Part of 58-36-100-010
Property Owner: Meijer

Dear Chairman and Commissioners:

I have reviewed the above site plan and special land use request submitted by La Macchia Group to develop a 3,042 square foot credit union with attached drive through lanes on vacant land within the approved Meijer (North Morrish) PUD. The property is zoned General Business District (GBD) with a Planned Unit Development (PUD) overlay, which permits credit unions as-of-right and drive through as a special land use. The plan includes a single building for the use, as well as underground utilities, parking, landscaping, lighting, private drive access, signs and related features.

This development is part of a larger PUD that was approved during the Meijer site plan process. The PUD concept plan is attached and illustrates this site as a developable 'pad'. The proposal fits the approved PUD plans related to shared drainage, integrated internal traffic circulation, and related features.

The site plan for this project is substantially complete for review and does not require any known variances. The site plan is composed of two separate submissions. The site plan editions are dated 08/04/2017 and are sealed by a certified surveyor from Inland Seas. Building elevations were supplied by LaMacchia Group and dated 08/04/2017.

The following constitutes the site plan and special land use review for the project. Note that the special land uses adds additional requirements, but it also provides for more flexibility and deviation from the ordinance standards. In addition to this review, the petitioner has provided a written summary explaining their project as they see it relating to the city's ordinances. I do not object to any of the petitioner's comments related to the general and specific requirements of the special land use.

8083 Civic Drive
Swartz Creek Michigan 48473
Phone: (810)-635-4464 Fax: (810)-635-2887
www.cityofswartzcreek.org <ftp://cityofswartzcreek.org>

1. GBD Standards.

Finding: In compliance

Staff finds that the proposed use meets the intent of the master plan, the PUD in effect, and GBD zoning intentions.

GBD Dimension Standards

GBD	Required	Proposed	Comments
Minimum lot area	0 ft.	1.554 acres.	In compliance
Minimum lot width	0 ft.	187 ft.	In compliance
Minimum front yard setback	5 ft.	178 ft.	In compliance
Minimum side yard setback	0 ft.	47 ft.	In compliance
Minimum rear yard setback	20 ft.	133 ft.	In compliance
Maximum lot coverage for all buildings	0%	4.5%	In compliance
Maximum building height	2 stories; 30 ft.	1 story	In compliance

2. Site Plan and Structures-Generally.

Finding: In compliance

Overall, the design conveys a consistency with the surrounding area and a level of architectural interest that supports the intent of the ordinance. The elevations meet the ordinance design guidelines. The building has a number of quality materials and architectural features.

Traffic circulation is simple and without apparent conflicts, with appropriate and planned use of services drives. There is no direct access to a public street.

3. Landscaping and screening.

Finding: In compliance

Staff reviewed the landscape plan in accordance with the requirements in Section 28.02. The plan technically complies with the ordinance. The additional amount and layout of landscape features exceeds the ordinance requirements and should provide a good site.

GBD	Required	Proposed	Comments
Parking lot landscaping	One tree for every eight spaces; 2 trees	5	In compliance
Frontage Trees	One tree per 40 ft; 5 trees	8	In compliance
Dumpster & mechanical screening	Per ordinance	varies	In compliance
Additional shrubbery	None	32	In compliance

Mechanical equipment will be screened in accordance with the ordinance. A bike rack is and flag feature are provided near the public entrances.

A dumpster enclosure of masonry materials is provided in an accessible location.

4. Parking and Loading.

Finding: In compliance

The space count is listed below. The plans show an adequate number of spaces spread between two lots, one that is primarily dedicated to employee parking. Turnover in these lots is very little, limited to shift change and the occasional resident use. There appear to be no issues.

Parking	Required	Proposed	Comments
Credit Union	1 spaces per 200 sq. ft. (16 spaces) 4 Stacking Spaces for Drive Through 2 Stacking Spaces for Teller	18 4 2	In compliance
Barrier-Free Spaces	-	2*	In compliance

Space Dimensions	9' x 18'	9' x 18'	In compliance
Aisle Dimensions	24'	24'	In compliance

*Barrier-free spaces count toward the total parking lot space count.

An adequate loading and unloading area is provided.

5. Lighting.

Finding: In compliance

A photometric plan and fixture types are provided. There do not appear to be any issues.

6. Signs.

Finding: In compliance

The proposal indicates two 25 square foot wall signs and two 54 square foot ground signs. Allowable wall area is 200 square feet, and allowable ground area is 90 square feet. All signs meet locational, height, material, and area requirements. Note that staff is making the finding that the internal service drive is considered as street frontage for sign purposes, in addition to Morrish Road.

7. Vehicular and Pedestrian Circulation.

Finding: In compliance

Ingress, egress, and internal circulation appear adequate. Again, the site is accessed off a low volume drive and trips counts should be very low to service employees and customers.

Sidewalks are well placed for use by residents and the public.

8. Natural Features

Finding: In compliance

No significant natural features have been identified.

9. Drive Through Special Land Use

Finding: In compliance

Staff does not see any conflict with the special land use general requirements of Section 30.02. The narrative provided by the application addresses these conditions more specifically.

The special conditions are:

Banks, credit unions, savings and loan institutions with drive-through lanes.

- a) Only one ingress/egress driveway or one pair of one-way driveways or one stand-alone ready teller structure, shall be permitted along any street.*
- b) Exit and required stacking lanes shall not face directly at a one-family residence zoned for residential use unless the alignment is designed or landscaped to prevent headlight glare.*
- c) The access management standards of [Article 25](#) are to be met, where feasible.*

Because the site is serviced completely by private access drives in a pre-approved and master planned site, there are no adverse findings to any of the special conditions.

Summary and Recommendation

The proposal is for a small, low impact office building on a relatively large commercial 'pad.' Because the PUD site has a large, pre-approved capacity, this is a very easy project. Staff finds no adverse impacts or findings related to any of the objective ordinance requirements.

Required Amendments

1. None.

Recommended Amendments

1. None.

Recommended Waivers

1. None.

I recommend approval of the site plan and special land use. Please contact me directly if you have any comments or inquiries on the matter. I am happy to receive comments in person, in writing, over the phone, or via e-mail.

Sincerely,

8083 Civic Drive
Swartz Creek Michigan 48473
Phone: (810)-635-4464 Fax: (810)-635-2887
www.cityofswartzcreek.org <ftp://cityofswartzcreek.org>

September 5, 2017
Planning Commission
Dort Federal Site Plan
Page 6 of 6



Adam H. Zettel, AICP
City of Swartz Creek
810.287.2147
azettel@cityofswartzcreek.org

8083 Civic Drive
Swartz Creek Michigan 48473

Phone: (810)-635-4464

Fax: (810)-635-2887

www.cityofswartzcreek.org

ftp://cityofswartzcreek.org



ROWE PROFESSIONAL SERVICES COMPANY

Large Firm Resources. Personal Attention. sm

September 5, 2017

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

RE: Dort Federal Credit Union
Preliminary Site Plan Review
Plans Dated 08/04/17

Dear Mr. Zettel:

At the request of the city, ROWE Professional Services Company has completed a preliminary site plan review for the above referenced project. The subject area consists of approximately 1.6 acres and is zoned General Business District (GBD) with public frontage on Morrish Road. We offer the following comments at this time:

- 1) Based on the overall storm water plan shown, it appears runoff will tie into the existing storm sewer system. Drainage calculations are not required at this time.
- 2) A future drive approach is proposed at the southeast corner of the parcel. We do not recommend a drive approach at this location due to its close proximity to the gas station entrance.
- 3) The proposed layout should be reviewed by the fire department for adequate ingress and egress.
- 4) Will the existing light poles in adjoining parking lots be enough to illuminate this site?
- 5) The following permits / approvals will be necessary prior to construction:
 - a) A City of Swartz Creek water/sewer tap permit.
 - b) City of Swartz Creek engineering approval of construction drawings.
 - c) A Part 91, Soil Erosion and Sedimentation Control (SESC) permit must be obtained from the Genesee County Drain Commissioner's Office – Water and Waste Services (GCDC-WWS).

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

Sincerely,
ROWE Professional Services Company

Kyle Isaacson
Project Engineer

Louis P. Fleury, P.E.
Project Manager

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Engineering | Surveying | Aerial Photography/Mapping | Landscape Architecture | Planning

Corporate: The ROWE Building, 540 S. Saginaw Street, Ste. 200 • Flint, MI 48502 • O (810) 341-7500 • F (810) 341-7573

With Offices In: Lansing, MI • Mt. Pleasant, MI • Farmington Hills, MI • Lansing, MI • Grayling, MI • Tri-Cities, MI • Myrtle Beach, SC

www.rowepsc.com



September 1, 2017

City Clerk
City of Swartz Creek
8083 Civic Dr.
Swartz Creek, MI 48473

Dear City Clerk:

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

Effective on or about October 10, 2017, WeatherScan will no longer be available as part of the Xfinity Digital Preferred service.

As always, feel free to contact me directly at 517-334-5686 with any questions you may have.

Sincerely,

A handwritten signature in cursive script that reads "John P. Gardner".

John P. Gardner
Director, External Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
PARK AND RECREATION ADVISORY BOARD
MINUTES OF REGULAR MEETING
September 6, 2017

Meeting called to order at 6:02 p.m. by Chairman Hicks at the Paul D. Bueche Municipal Building.

Members Present: James Barclay, Ryan Bueche, Larry Cummings, Rick Henry, Rae Lynn Hicks, & Joe Perreault.

Members Absent: Connie Eskew, Samantha Fountain, & Trudy Plumb

Staff Present: Adam Zettel & Tom Svrcek

Others Present: Lania Roche & Steve Shumaker

APPROVAL OF AGENDA: Motion by Barclay, to approve agenda of September 6, 2017, with the addition of business items "mulch" and "parking on the grass", supported by Bueche. Motion carried.

APPROVAL OF MINUTES: Motion by Henry, to approve minutes of August 2, 2017, supported by Bueche. Motion carried.

MEETING OPEN TO THE PUBLIC: No comments.

COMMUNICATIONS TO THE BOARD:

- A. August 2, 2017 Minutes
- B. Staff Letter

REPORTS:

- A. DPW REPORT: trail and equipment pads will be installed in Elms Park in the next week.

BUSINESS:

- A. Park Plan Update: Mr. Schultz was not in attendance but survey results were passed along to the board prior to the meeting. There was brief discussion about the survey. Adam indicated that he would get with Mr. Schultz about next steps (post-meeting discussion revealed that a draft would be available for the October meeting, with the intention of posting a public hearing in November).
- B. Tot Lot Build Day: September 30th is scheduled as the official tot lot build day. 20 volunteers will be needed that day. About six will be needed on the previous day to work with contractors to prepare the site. Ryan is going to work on food donations. There was consensus that the anonymous donor should have naming rights over the playground if he/she chooses to do so. There was no objection to removing one set of swings and a monkey bar set to locate the playground on high ground. There was support for donating the equipment to a historical village park in Corunna. Mr.

Barclay is going to inspect the equipment to see if it could be safely used in Winshall Park.

- C. Forestry Grant: Mr. Zettel indicated that the city is seeking funds for trees along Elms and Mason Street. He said that the school would be interested in partnering with the city in future years to add trees and other features (creek viewing platform, community garden, small boat launch, play equipment) at the school site on the southwest corner of Cappy and Fairchild. The board did not object to engaging in a partnership to this end.
- D. Mulch: Volunteers would like to add mulch to Elms Park. Mr. Svrcek indicated that it is easier to move this around with large equipment in the absence of volunteers. He will call Laurel Burns to make delivery and distribution arrangements.
- E. Grass Parking; Parking in Elms Park, on the grass by pavilions, is becoming a problems. Mr. Svrcek indicated that he would post "Parking is permitted in designated areas only" (or similar) signs at the park.

MEETING OPEN TO THE PUBLIC: No comments.

BOARD MEMBER COMMENTS: Chairperson Hicks suggested earlier meetings. The board consented to a trial time of 5:30 p.m.

ADJOURNMENT: Meeting adjourned at 6:50 p.m.

NEXT MEETING: October 4, 2017, 5:30 p.m. at the Paul D. Bueche Municipal Building.

Connie Eskew, Secretary

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
HOUSING IMPROVEMENT COMMITTEE
MINUTES OF SEPTEMBER 7, 2017**

Meeting convened at 9:00 a.m.

Members Present: Terry Gill, Matt Hart, Dennis Pinkston, Tom Svrcek, Patricia Williams,
& Adam Zettel

Members Absent: Unnamed neighbor.

Others Present: None.

APPROVAL OF AGENDA: Consent

MEETING OPEN TO THE PUBLIC: The neighbor asked if his granddaughter could park his car in the driveway. Mr. Zettel indicated that this would be acceptable until construction needs necessitated otherwise.

Business: Home Renovation Plan

The committee inspected the inside and outside of the house. It was immediately found to be necessary to have a home restoration company conduct a material removal and cleaning service on the site. Doing so will reveal additional condition details, maintain a usable condition, and sink demolition costs prior to bidding. Services expected were complete carpet removal, basement wall removal, basement drop ceiling removal, and home cleaning.

Items noted for required maintenance were:

1. Roof replacement
2. Front door replacement
3. Interior door replacement throughout
4. Lighting and ceiling fan replacement throughout
5. Bathroom vanity and floor updates x2
6. Restoration of hardwood throughout
7. New dishwasher and refrigerator
8. New furnace and air conditioner
9. New water heater
10. Paint throughout
11. New trim and switch plate covers throughout

Landscaping and concrete work is also required. The city expects to be able to provide the flatwork using existing bid unit costs. A landscaping plan is expected to be drafted by Ms. Williams and installed by volunteers and/or city crews.

MEETING OPEN TO THE PUBLIC: No general comments.

MEMBER COMMENTS: None.

The meeting was adjourned at approximately 9:45 a.m.
-AHZ