

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, June 14, 2021, 7:00 P.M.
Main Pavilion, Abrams Park, Winshall Drive, Michigan 48473**

1. **CALL TO ORDER:**
2. **INVOCATION:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
4A. Council Meeting of May 24, 2021 MOTION Pg. 25
5. **APPROVE AGENDA:**
5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
6A. City Manager's Report MOTION Pg. 3
6B. Staff Reports & Meeting Minutes Pg. 40
6C. Sewer District 3 CE Proposal Pg. 69
6D. GFL Waste Contract Pg. 72
6E. Master Plan Proposal Pg. 81
6F. Meadowbrook Insurance Proposal Pg. 115
6G. Tax Reverted Property Notice & Map Pg. 131
6H. Forestry Service Estimates Pg. 136
6I. YMCA Thank You Pg. 137
7. **MEETING OPENED TO THE PUBLIC:**
7A. General Public Comments
8. **COUNCIL BUSINESS:**
8A. Miller's Settlement Award PRESENTATION
8B. GFL Waste Contract RESO Pg. 20
8C. Sewer District 3 Construction Engineering RESO Pg. 21
8D. Meadowbrook Insurance Proposal RESO Pg. 22
8E. FY 2022 City Council Meeting Schedule RESO Pg. 22
8F. Forestry Services DISCUSSION
8G. Metro Police Appointment Affirmation RESO Pg. 24
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 24

Next Month Calendar

Zoning Board of Appeals:	Wednesday, June 16, 2021, 6:00 p.m., PDBMB CANCELLED
Fire Board:	Monday, June 21, 2021, 6:00 p.m., Public Safety Building
Metro Police Board:	Wednesday, June 23, 2021, 10:00 a.m., Metro HQ
City Council:	Monday, June 28, 2021, 7:00 p.m., PDBMB
Planning Commission:	Tuesday, July 6, 2021, 7:00 p.m., PDBMB
Park Board:	Wednesday, July 7, 2021, 5:30 p.m., PDBMB
City Council:	Monday, July 12, 2021, 7:00 p.m., PDBMB
Downtown Development Authority:	Thursday, July 15, 2021, 6:00 p.m., PDBMB

City of Swartz Creek Mission Statement

The City shall provide a full range of public services in a professional and competent manner, assuring that the needs of our constituents are met in an effective and fiscally responsible manner, thus promoting a high standard of community life.

City of Swartz Creek Values

The City of Swartz Creek's Mission Statement is guided by a set of values which serve as a common operating basis for all City employees. These values provide a common understanding of responsibilities and expectations that enable the City to achieve its overall mission. The City's values are as follows:

Honesty, Integrity and Fairness

The City expects and values trust, openness, honesty and integrity in the words and actions of its employees. All employees, officials, and elected officials are expected to interact with each other openly and honestly and display ethical behavior while performing his/her job responsibilities. Administrators and department heads shall develop and cultivate a work environment in which employees feel valued and recognize that each individual is an integral component in accomplishing the mission of the City.

Fiscal Responsibility

Budget awareness is to be exercised on a continual basis. All employees are expected to be conscientious of and adhere to mandated budgets and spending plans.

Public Service

The goal of the City is to serve the public. This responsibility includes providing a wide range of services to the community in a timely and cost-effective manner.

Embrace Employee Diversity and Employee Contribution, Development and Safety

The City is an equal opportunity employer and encourages diversity in its work force, recognizing that each employee has unlimited potential to become a productive member of the City's team. Each employee will be treated with the level of respect that will allow that individual to achieve his/her full potential as a contributing member of the City staff. The City also strives to provide a safe and secure work environment that enables employees to function at his/her peak performance level. Professional growth opportunities, as well as teamwork, are promoted through the sharing of ideas and resources. Employees are recognized for his/her dedication and commitment to excellence.

Expect Excellence

The City values and expects excellence from all employees. Just "doing the job" is not enough; rather, it is expected that employees will consistently search for more effective ways of meeting the City's goals.

Respect the Dignity of Others

Employees shall be professional and show respect to each other and to the public.

Promote Protective Thinking and Innovative Suggestions

Employees shall take the responsibility to look for and advocate new ways of continuously improving the services offered by the City. It is expected that employees will perform to the best of his/her abilities and shall be responsible for his/her behavior and for fulfilling the professional commitments they make. Administrators and department heads shall encourage proactive thinking and embrace innovative suggestions from employees.

City of Swartz Creek
CITY MANAGER'S REPORT
Regular Council Meeting of Monday, June 14, 2021 - 7:00 P.M.

TO: *Honorable Mayor, Mayor Pro-Tem & Council Members*

FROM: Adam Zettel, City Manager

DATE: June 10, 2021

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(Update)*

Meijer is seeking to have their taxable value reduced from \$4,268,627 to \$2,884,935. This is a huge slap in the face considering the value of investment and level of economic activity at this site. Like the Family Farm and Home appeal, we can only assume that commercial business are looking to cash in on COVID, even if their business has picked up.

Concerning the Farm and Home appraisal, I expect to have a proposal by June 24th from the firm that has done these in the past. I am told to expect a fee of approximately \$3,000. I recommend we vigorously defend the Meijer value as well. Though there are depressed big box sales in Flint Township, I am confident that we can prevail with a market appraisal meeting or exceeding our valuation.

We have an appeal filed for an office at 5376 Miller Road. An appraisal for this property has been completed by Kevin Groves Appraisals, Inc. We have a hearing date, but may be able to settle beforehand based upon our data. I will keep the council informed on the progress of this appeal.

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

✓ **2020-2023 TRAFFIC IMPROVEMENT PROGRAM (TIP)** *(No Change in Status)*

Morrish Road is slated for 2022 federal funding. Note that the total scope of the project is around \$1,050,000, with 20% being the city's contribution.

The city has committed the match portion to this project, which is 80-20. The project is slated to be complete in 2022, one year after the water main installation in this area. We are proceeding with preliminary engineering for this project. The engineers have included work scope regarding our desire to widen Paul Fortino to the north so that a left turn lane may be added. We expect this will occur whether or not the townhome project proceeds.

In addition, we expect to ramp up with the next round of TIP submissions. This is the phase in which we request funding of specific major streets through the federal programs next three year cycle. Andy and I have been working on a strategy, and we believe we have no choice but to submit Miller Road (Morrish to N. Seymour) and ONLY this segment. In the past, we have submitted other major streets as backup. While they have been funded (Morrish and Fairchild), we have not been adequately addressing our largest and most crucial asset.

To better position our community, we are completing PE for Miller Road early and keeping it as a standby project for other unspent TIP funds in the county (e.g. if the GCRC or another community in Genesee receives funding for a project but cannot complete it for some reason, a 'shovel-ready' project can take its place). Doing so will put our project on stand by and also demonstrate to the selection committee the degree of our commitment to having Miller Road funded in the next cycle. We now have a proposal for this work. I recommend proceeding. The design needs to be complete anyway, and doing it sooner may open more doors for funding.

Lastly, the county has put Miller and Elms intersection on a short list for potential roundabout candidates. It is unclear if there will be any additional funds (safety, air quality, or other). However, we are taking the first steps to take this into consideration. This intersection certainly poses some safety and efficiency issues.

✓ **STREET PROJECT UPDATES** *(No Change in Status)*

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.

Chelmsford and Oakview (to Seymour) will be completed this year. Forestry work has already commenced, and we have communicated the schedule and impact letters to residents. Underground work is not expected until June and will likely run into November this time.

The city accepted the low bid by Glaeser Dawes for 2020 and 2021 work projects, including our street reconstruction projects. This is the company that completed the first three phases of the street/water main reconstruction projects in the city since 2017.

Lighting contracts with Consumers Energy have been approved.

Per the accepted bids at the April 12 meeting, we expect to have a contractor in the city to crack fill extensively throughout the major and local street networks.

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

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

We are ramping up for a new slate of inspections, cleaning, and lining. Revenues and fund balance are still adequate for an aggressive program. This is true even with the added expense of the District 3 expansion. All of this is good because we have learned that there is more clay pipe in the system than we originally thought, including Springbrook.

With that said, we are going to include more routine cleanings and inspections on an annual basis. I have some initial pricing for a broad televising program for this year, which will set the table for future lining programs and ensure that we are hitting our jetting maintenance goals as well. Based upon the work completed so far, which is extensive, as well as what we expect to learn from this effort, we will be updating our 20 year sewer plan and map. This may result in new 20 year set of goals that will replace the existing.

Note that we also intend to apply for funds that may help with storm sewer disconnections. This is part of the massive Inflow and Infiltration (I&I) program that the county must undertake. I&I enables storm water to enter the sanitary sewer and results in high volumes (up to 10x normal flow), which impact the treatment facility and transmission lines can be overwhelmed. As such, we have been working to eliminate I&I by lining clay pipes, sealing manholes, and removing direct inflow (home weep tile, business roof drains, etc.).

We hope to secure the noted grant to be able to eliminate weep tile connections as we come across them. Most of them are in Winchester Village, and they are responsible for most of our I&I. While our I&I is not relatively bad, it can still cause problems. The grant could save a homeowner up to \$10,000 for such a disconnection.

We continue to work on GIS mapping updates for all sewer system attributes.

✓ **SEWER CAPACITY INITIATIVE (*Business Item*)**

We have awarded the work and expect Glaeser Dawes to begin early this summer. All signs indicate a smooth project. Prior to commencement, we need to provide for construction engineering services. These are the services related to testing and inspecting materials, installation procedures, and performance of the project. We have a detailed proposal from Rowe included in the packet, and I have prepared a resolution in the affirmative.

✓ **WATER MAIN REPLACEMENT - USDA (*Update*)**

The Miller and Bristol Road segments are substantially complete. Morrish Road water main replacement is well underway, with service replacement occurring now. This segment will be substantially complete before heading to Winchester Village in June. The Miller Road segment from Elms to Raubinger will be last up.

Note that Morrish Road will be beat up pretty good. However, we have timed this so that repairs commence next year with the Transportation Improvement Program funds.

OHM is working on an application for another round of USDA grant/loans. This will help us afford the remainder of the Winchester Village Streets:

Greenleaf
Winshall
Durwood
Norbury
Witney
Seymour (South of Miller)

If we are going to do this, we may need to skip a street reconstruction in 2022 so that the USDA process is ready to go. The upside is that 2023 and 2024 could see the total completion of all Village water main and streets. Doing so will also require

another street bond (funded with existing revenues). This is something we can probably arrange for ten years like we did with the first segment of road work.

If the USDA application is approved, we will know our obligations towards additional notes or access to grants. We can then formalize a workable financial and construction plan to finish the Village streets and water main.

As presented by the GCDC on April 12, the new county Master Plan includes a northern loop and southern loop option to provide redundancy and stability to the system. This is good news since Gaines and Clayton Township rely on the overstressed Miller line. There will not be any cost participation by the city, but the timeline is unclear. There are rumors that recovery act funds may be put forth to accelerate a loop.

The city is revisiting an effort to work with the county to abandon the 8" Dye Road water main in the vicinity of the rail line (west side of Dye). 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 16" line. It appears the transition cost would be about \$25,000. Mr. Harris and I have learned of the needs from the county and are ready to proceed. We may look to add this as USDA work or bring back a separate proposal. Note that the city line will be abandoned, but the city will still retain the customers.

✓ **WATER SYSTEM MASTER PLAN (Update)**

OHM is proceeding with the plan. While we are not on schedule for all facets, we are still in a good spot. Flow testing has been done and analysis is underway. Note that the flow testing is conducted with open hydrants and has resulted in some water quality complaints. We should have some interesting things to show the community soon.

We are completing a Water System Master Plan by mid-2021 for compliance with America's Water Infrastructure Act of 2018 (AWIA). The city must also update a Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP). The Water System Master Plan will address the requirements of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Safe Drinking Water Act (Act 399) for both the Water Reliability Study (Part 12) and General Plan (Part 16) portions.

This Water Master plan will ultimately be used by the City to address high-priority asset needs that are critical to the City's infrastructure performance, hydraulic capacity, and planning for future capital and operating expenditures. The City last completed an update in 2013.

Under AWIA, the RRA & ERP must certify to the Environmental Protection Agency (EPA) that the RRA has been completed by June 30, 2021. The certification that the ERP has been completed is due 6 months after RRA certification. The RRA identifies key water system assets and potential threats to those assets, and the Emergency Response Plan identifies the procedures and processes the City will employ to address the identified threats.

The investigation and analysis to complete these tasks is highly sophisticated. As such, we have retained OHM to provide these studies and reports. They are at work on the matter.

✓ **HERITAGE VACANT LOTS** (*No Change in Status*)

The last of the lots acquired prior to the special assessment have been sold. We approved permits for single family homes on September 30th, which are being finalized. The city also has two more lots that were acquired through the tax reversion process. As of May, 2021, there may be interest by the builder to proceed with acquisition and construction. This would finally clear us of the subdivision and put the association in a better position to build membership and dues for their operations.

✓ **NEWSLETTER** (*No Change in Status*)

The April newsletter is out. Let us know what you think.

✓ **CONSTRUCTION & DEVELOPMENT UPDATE** (*See Individual Category*)

This will be a standing section of the report that provides a consolidated list for a brief status on public and private construction/developmental projects in the city.

1. The city has been recommended for funding through the **DNR Trust funds for 2021 construction of the Genesee Valley Trail**. The MDOT grant is conditionally awarded. We hope to combine this with the Safe Routes to School initiative for 2021 construction.
2. The **raceway owner appears ready to move on**. The owner will be looking to repurpose the site and cooperate with our master plan process. See details below.
3. Communities First has a purchase option for **Mary Crapo**. This option has apparently been extended by the School Board for one year as of this month. Their first application was denied. The zoning, site plan, and PILOT for the 40 unit building conversion have been approved by the city. The land purchase and state approvals are still pending. The park board recommends against the lease unless terms are dramatically improved to allow flexible public use.
4. The **school bond** passed and many improvements are expected in 2020 throughout the district. Total investment for this effort will exceed \$50 million over two to three years. Work has commenced on Syring and Elms School, as well as the high school athletic complex. Plans are being submitted for the Middle School. The schools in the city are in a rigorous state of improvement at the moment. It also appears that the school will be adding a walking path on their high school campus that should be integrated with other pedestrian features.
5. **Street repair in 2020** is complete. We will be completing the remainder of Chelmsford and Oakview to Seymour in 2021. The city also has grants and loans for about **\$5 million in water main work** to occur between 2020 and 2022. COVID 19 may put a stop to some or all work efforts.
6. The **Applecreek Station** development of 48 townhomes is on hold due to construction material availability and cost. They continue to seek final review by the county. These units range in size from 1,389 to 1,630 square feet, with garages. Construction will occur on vacant land in the back of the development,

by Springbrook Colony. Site engineering plans have just been submitted by the owner. Rents are expected to be about \$1.00 per square foot (~ \$1,600 a month) which matches rents in Winchester Village. This project is on hold pending the sewer relief project.

7. **(Update)** The **Brewer Condo Project** has affirmed their site plan with the Planning Commission in April (the site plan validity expired). The master deed documents were also finalized. The existing purchase agreement is expected to be executed the week of June 14, with a closing within 30 days. Site work might begin in July. The project includes 15 townhome condos off Morrish Road in downtown. They are approximately 1,750 square feet, with two car garages and basements (or shelters, in accordance with the applicable ordinance).
8. The next **Springbrook East** phase is under construction. They have pulled many home permits.
9. **8048 Miller Road**, the home of the Great Lakes Smoothie Company, has a new owner who is working aggressively to improve the property. They will be paving, installing a fancy new ground sign, updating the façade, and improving upper floor residential.
10. **(Update)** The **Old Assenmacher Building** is up and running!

✓ **TAP/DNR TRAIL (Update)**

Flint Township is proceeding with all funding commitments and easements on their end. We are all systems go. The previous report follows.

We have GM easements to sign! Thanks much to Chris Strittmater for his efforts. GM is agreeable to all terms and have agreed to donate the easement (a savings of \$26,000 from our initial offer). However, we need to spend some extra money to make safety improvements to the drive crossings that meet their safety committee standards.

The DNR indicates that funds are now officially obligated for the Trust Fund grant, in the amount of \$300,000! We now have a grant agreement to approve. This is a standard form instrument that we must abide by to get the funds. I have included the agreement and a resolution in the packet.

It appears there might still be an opportunity to roll this in with the SRTS trail. Either way, we expect to bid in about six months. As always, the bids could come in high or construction change orders could add costs, but we are definitely in a good spot. I suspect high exposure will be \$150,000 of local funds at this point. Hopefully, this will cover most of it!

✓ **SAFE ROUTES TO SCHOOL (No Change in Status)**

Preliminary engineering is underway. We are also working on the four easements that are required. We expect this to go more smoothly than the Genesee Valley Trail Extension. This project is likely to be done in late 2021 or 2022. There no longer appears to be a chance that this will be combined with the TAP/DNR project and bid in early fall.

This is a substantial grant for another \$600,000+ for trails and walkways in the community! This will enable installation of paths near the middle school, Elms, and Syring for student safety. These connections will also enhance our trail network.

✓ **REDEVELOPMENT READY COMMUNITIES** *(No Change in Status)*

We held our first of two joint meetings of the council, planning commission, and DDA this calendar year. The first was an educational budget workshop prior to the April 26th meeting. The next occurs during regular business of the city council on May 10th. This presentation will focus on the Forward Together plan of the county (see below).

Attendees will be able to join via Zoom, and non-council boards/commissions need not convene technically since there will be no business to decide by those groups. As such, the council will basically be hosting a workshop with attendance by other boards and commissions.

In other news, we have been working actively with various partners at the state and local level to work on a small business plan and options for use of the raceway. I think the prospects for that property are looking up!

We also have the option to exercise a crowd funding match for a public place enhancement. This is a big deal and can provide up to \$50,000 towards a downtown project!

A link to this program is here: <https://www.miplace.org/programs/public-spaces-community-places/>

✓ **TAX REVERTED PROPERTY USE** *(Update)*

I am seeking release from the buyers of tax reverted property on Wade. I am doing so because the council granted sale approval over one year ago, but the purchase agreements remain unsigned after numerous requests. We can look to reoffer the properties or allow time to mature the prospects more.

In other news, four units are available in Carriage Commons. They are priced at about \$8,000 each. Due to the as-built underground infrastructure, these lots are not buildable because of conflicts with the proposed unit placement and water/sewer/drainage conflicts. As such, they have very little value. I have reached out to the association leadership to learn more about the issues and the association disposition.

After meeting with a couple Carriage Common members, it appears there is very little value in the lots, both to the city and their association. The risk is that someone else may bid on these lots at auction, with the intention of building. To prevent this, we have been working with the county Treasurer to mark the units as unbuildable and to see what the auction process is.

As of writing, I do not think there is a public benefit to acquiring these as a city. The units are in the Tax Reverted Property Notice.

✓ **8002 MILLER** *(No Change of Status)*

We have received and cleared a \$10,000 certified check for rent owed, as well as a follow up payment for \$700. Rent is still owed, as are utility payments. The tenant was granted a temporary \$200 per month rent reduction for the upstairs and a \$200 per month reduction for the commercial space as well.

I am comfortable stating that the contributions made are a very strong sign of the tenant's commitment to the eventual purchase. Communication in the last month has been very good.

✓ **SCHOOL FACILITY PROPOSAL** *(No Change of Status)*

The school is continuing to work on most facilities. Major efforts underway include the admin building. Much site and building work at the city elementary schools is finishing up, as are the athletic facilities. More work on the high school and middle school campuses is slated for 2021. It appears there will be a series of trails near the high school campus.

We have received a few complaints about lighting at Elms and Syring. The school is working with us to control glare with shields and/or limit hours of operation. This will help improve the neighborhoods. Note that these are voluntary actions since schools are exempt from local zoning.

✓ **CDBG** *(Update)*

The downtown and neighborhood sign program has been installed, invoiced, and reimbursed. We are all set here.

Applications were submitted for the 2022-2024 cycle which will go towards senior services and new downtown residential neighborhood sidewalks. The county is reviewing the proposal now.

✓ **GIS MAPS** *(No Change of Status)*

Staff is now able to edit the maps and accompanying data fields for our GIS system. This includes underground water, sewer, and storm facilities. We are also mapping basic street data. This system is going to be accessible by our staff anywhere in the city by mobile device and will enable locational support, as well as important maintenance and related data fields related to infrastructure.

We are also exploring the use of work order applications with GIS that will save some time and better integrate data analytics for our infrastructure. Some of these features may be viewable by the public as well once we are established.

✓ **DISC GOLF** *(Update)*

A parking area with two drives has been installed. Site grading, including the extension of the eastern berm continues. In addition, Woodside Builders has donated some culverts for drain crossings. We have baskets and launch pads in stock now.

The park board has formed a committee to create awareness, raise funds, and establish the final course layout. The proponents started a Facebook page, and held an exhibition at Hometown Days which went very well. This is exciting stuff!

✓ **COVID 19 (Update)**

We returned to normal staffing levels on June 1! Our customer service hours are back to normal levels with the following expectations: we will close a half hour early on Wednesday's for full meetings of staff, potentially including the DPW. We will also be open by appointment only on Fridays. This will enable more focused staff efforts on primary tasks. These changes will be on a trial basis.

We are maintaining a higher level of sanitation, social distancing, physical barriers, and a mask mandate when working with clients.

✓ **8067 MILLER ROAD (Update)**

The house is nearly complete. I expect to have the listing agreement and showings underway at any time. The pricing seems fortuitous.

✓ **MASTER PLAN UPDATE (Update)**

I am including a proposal from an expanded planning and design team. This proposal is currently being vetted by the MEDC. If agreeable, they may commit \$30,000 towards this effort, provided that the scope covers expected best practices. I don't recommend proceeding until we know for sure. If additional funding is not provided, we would need to drastically reduce the scope. In any case, let me know what you think. The planning commission, council, and DDA have been using CIB for awhile so I think we are in good hands to proceed.

The previous report follows.

The city master plan was last updated in 2016 and is expected to be revisited every five years. This provision could be as simple as accepting the plan as current and valid, or it could be as extensive as a complete rewrite.

The planning commission considered this matter at their regular May meeting. Justin Spraug with CIB Planning attended as well to provide some guidance. The commission had a number of suggestions for specific plan amendments. Overall, it appears the plan scope will include a pretty thorough review, but not a rewrite. This could be a fortuitous time to engage the plan because the state is making up to \$30,000 available to us for planning purposes, with the idea that we can focus on the downtown and RRC sites.

Our plan is to create a specific downtown plan that addresses the specific, parcel by parcel needs of the various districts. We can also create some design guidelines for the various districts that will help our officials and developers in proceeding with improvements. The combination of area plans and design guidelines happens to be the primary objective of the current master plan that is not yet complete!

To proceed, I am applying for the grant with the MEDC. This appears to be conditionally awarded, so we are working on a scope with CIB. Once complete, the planning

commission is ready to proceed with the approval of a work scope by the city council. With any luck, we will be engaged in a formal process in June!

✓ **GOLF CART ORDINANCE** (*Update*)

This has been approved. I will report our experience.

✓ **RACEWAY** (*No Change of Status*)

GM is temporarily storing cars onsite. This is likely related to the chip shortage. The owner is also looking to engage in our master plan process, especially if we are funded for the sub-area plans. Again, I think they are considering marijuana uses so start pondering that and seeking input from constituents.

The previous report follows.

I have reached out to the state MEDC folks to see what assistance we may get to plan, market, or rehabilitate the site. I am getting positive feedback so far, but we have not concluded anything.

The raceway owner is ready to move on. They are going to test the market for possible buyers and users of the site. We have been communicating with them concerning the city's ability to provide services, specifically traffic to the site. We have also been stressing our desire to place low-impact uses there that compliment (or at least are not detrimental) to the adjacent properties.

This conversation has led us away from high-traffic retail and apartment uses. We are leaning towards consideration of a modern light industrial park. This could provide daily users that complement the downtown and retail of the city, while having a low impact on services and the surrounding areas. Of course, a site this size is likely to have multiple users and might still offer sites for hospitality, hotel, or condo space. We would need to work on a plan together to ascertain how the community should proceed.

I also suspect that the owner will get potential buyers in the marijuana growing or production industries. This is something that the city considered when the five medical marijuana license types were decriminalized in Michigan. All such licenses were prohibited. With the impact of such sites (growing and production only; not retail) being observable in more and more Michigan communities, our community should revisit this as a potential springboard to getting the site functional.

✓ **SPRINGBROOK HYDRANT** (*No Change in Status*)

The impacted resident indicated that the association attorney recommended that the association proceed with cooperating with the city on possible cost sharing. The association decided to hold off on hydrant replacement for a second time, according to the impacted resident. I informed her that we had no administrative remedies at our disposal. My opinion is that the association is responsible. She indicates that she will contact her attorney for advice.

✓ **FIRE DEPARTMENT SERVICES** (*No Change in Status*)

The fire department is proceeding with a detailed operational plan for implementation of medical runs. They now have changes affirmed by the council to the bylaws and job description. Once a budget is proposed, they should be off to the races.

✓ **WASTE SERVICES** (*Business Item*)

The council conditionally awarded the waste contract to GFL at their regular meeting on May 10, 2021. We expect to be onboarding over the next month, with the first collection the week of July 4th. To that end, we have been meeting with their transition team to get things moving. We have also been working on an agreement to formalize the service.

The agreement is attached. This includes the provisions of the bid specifications and standard terms and conditions. Our attorney has reviewed and endorsed it. I recommend we proceed.

GFL will have some changes to service, including the following:

1. Tuesday collection day
2. Weekly recycling (64 gallon carts)
3. Yard waste collection option for December
4. Waste carts (95 gallon standard; 64 gallon Springbrook); Black with green lids
5. Recycling carts (64 gallon); green with black lids
6. "No-call" bulk item collection
7. Weekly supervisor meeting
8. Limited brush/stump collection, in addition to city wood chipping

We will be distributing a newsletter provided by GFL. The letter will cover all of the changes, cart drop off procedures, recycling guidelines, and communication expectations. This should go out in early June, with cart delivery by about the week of June 21st.

Note that GFL is collecting yard waste every other week. The last Republic collection was May 10th. Our intention is to deduct half of May and June yard waste charges from Republic to cover our additional expenses.

✓ **COVID AID** (*No Change in Status*)

It appears that our community will be receiving about ~\$500,000 in stimulus funds. This allocation is supposed to be a direct federal allocation (via the State of Michigan) under the American Recue Plan Act of 2021.

We have not received formal notification on the award, the exact amount, or the restrictions. However, it appears that these funds will need to be spent within 24 months and are not to be comingled with other operating funds. Initial recommendations from the National League of Cities include expenditures on essential sanitation infrastructure, such as water and sewer. They also note the importance of economic recovery. This MAY include allocations to improvements related to downtown and recreation. It MAY also include direct allocations to businesses in the form of loans or grants.

This is certainly welcome news. However, I am cautious regarding the expectation for such a windfall. I am also conscious of the potential for short to mid-term reductions in tax base, revenue sharing, and unfunded liability assets as a lingering impact of COVID. As such, the budget implications are unclear. We certainly have deferred improvements with water, roads, and parks. We also have opportunities in downtown. However, we may have serious needs in our essential service expectations as well.

An informational sheet is included for reference. I will keep the council informed. According to the MML, we should be seeing 50% of the payment in about 90 days or less, and the remainder within 12 months.

- ✓ **OTHER COMMUNICATIONS & HAPPENINGS** *(See Individual Category)*
 - ✓ **MONTHLY REPORTS** *(Update)*
There are some routine reports included for your information.
 - ✓ **YMCA THANK YOU** *(Update)*
The YMCA is thanking us for contributions in Jentery's memory. This is, of course, personal contributions and not public funds.
- ✓ **BOARDS & COMMISSIONS** *(See Individual Category)*
 - ✓ **PLANNING COMMISSION** *(Update)*
The Planning Commission met on May 4, 2021. They discussed the community master plan (see above). Mr. Novak resigned and was replaced by Mr. Jason Keene. The master plan process is also expected to commence in July, with a proposal due in June. The next meeting is scheduled for July 6.
 - ✓ **DOWNTOWN DEVELOPMENT AUTHORITY** *(Update)*
The DDA met two weeks later in April than normal. They reviewed their next fiscal year budget and approved a façade grant for the Assenmacher Building rehabilitation project. They did not meet in May or June, but there could be upcoming business related to a new farmers market group in the community. Their next meeting is scheduled for July 8.
 - ✓ **ZONING BOARD OF APPEALS** *(Update)*
A sign variance for 8048 Miller was approved on May 19th. The variance will enable a 10 foot ground sign for the property. In addition, the ZBA selected officers, with Mr. Packer remaining as chair, Mr. Plumb as vice chair, and Mr. Smith as secretary. The next meeting date is tentatively June 16th. Since there is no current business, this will be pushed to July 21.
 - ✓ **PARKS AND RECREATION COMMISSION** *(Update)*
The Park Board met on June 2nd. There were updates on disc golf, Otterburn Park, and the trails (see above). The park board slip and slide, as administered by the Swartz Creek Fire Department Auxiliary, is tentative for August 14th at Elms Park.

The park board discussed the potential for a FitLot somewhere in town, as well as the possible donation of murals that could be displayed at a park or other public space. Both of these items were tabled, pending additional information.

Lastly, the park board had discussion with the family of Jentery Farmer. There is strong interest in proceeding with a park improvement that could carry Jentery's name and honor his legacy. After much thought, it seems appropriate to pursue the construction of a pavilion at Otterburn Park. This park will host the new disc golf course and trail, which Jentery was a strong advocate for. It is also near to where he grew up in Heritage Village.

A quick search of modern pavilion kits online reveals that the material and delivery cost of a pavilion would be around \$30,000 for a 20 x 24 space. The site prep, slab, and assembly would be required as well. I suspect a project like this could get much in terms of donations and in-kind assembly help. A good target price would be \$50,000 with 2022 construction onsite. If the city council does not have initial objections, I will put the concept on the June 28 agenda for a resolution to pursue a pavilion, thereby enabling the ability to fundraise.

Lastly, the Baptist Church is looking to take on the playscape staining. This appears to be aligning for August 14th. We are thrilled that they are willing to take this on!

Their next meeting is July 7th at Abrams Park.

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

The Board of Review was held virtually this year between March 15 and 17th. There were six protests on assessments, including the Genesee Valley Golf Course. There were twelve Disabled Veterans Exemptions, two late personal property statements, and one uncapping petition.

The assessor notes that residential values continue to increase at a very high rate. However, there is concern for commercial appeals, which can be appealed directly to the Michigan Tax Tribunal through June.

✓ **CLERK'S OFFICE/ELECTION UPDATE** *(Update)*

I was hoping this would be a quiet year for elections. I just was notified that it looks like there will be a November election. I'll update when I get confirmation. I am continuing to do some much needed retention of files and organization of our record keeping.

✓ **DEPARTMENT OF COMMUNITY SERVICES/ENGINEERING UPDATE** *(Update)*

The crew has been working on routine summer items as well as ongoing park maintenance tasks. A few of the picnic tables in Elms have been repaired. The parking lot was getting dusty so we took advantage of a rain event a couple weeks ago to apply dust control both at Elms Park and Winchester Woods. The first round of lead and copper sampling has been submitted and results will be provided to the residents once we have them.

✓ **TREASURER UPDATE** *(Update)*

The budget for fiscal year 2021-2022 was approved by City Council. Focus has now shifted to preparation of the 2021 tax roll and preparation of schedules for the year-end audit. Several small projects and routine duties were performed including, but not

limited to, writing/processing routine journal entries, bank wires, review and approval of accounts payable invoices, building department permits and rental inspection collections, park reservations, processing payroll, receipt of utility billing payments, and other financial matters impacting the city.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **MEADOWBROOK INSURANCE PROPOSAL** (*Business Item*)

The standard renewal is included. The renewal policy is up a bit higher than last year, mostly due to appreciation and additions to municipal asset values. The increase is approximately \$1,082 (2.3%). While some of this increase is inflationary, our agent notes an increase in our property values, payroll, and vehicle inventory as contributing factors.

I see no reason to shop this service around. Meadowbrook (MML) is not only very reasonable in their pricing, often rebating the city funds, they have exemplary staff for claims and training purposes.

✓ **MILLER'S SETTLEMENT AWARD** (*Presentation*)

Mr. Dennis Cramer is to be honored with the 2020 Miller Settlement Citizen of the Year Award. Friends, family, and peers are encouraged to attend!

✓ **DEPARTMENT OF PUBLIC AND COMMUNITY SERVICES** (*Update*)

For those that have not heard, Mr. Harris will be leaving the employment of the city this summer. Mr. Harris came from OHM prior to his service here, and he will be returning to OHM and back into his role as the Project Engineer for the city. With that said, we are proceeding with a plan to replace Mr. Harris, but we are also confident that he will provide a fantastic transition period. He will also be taking on a role that will enable him to continue to manage our projects and see to the city's needs with his role at OHM.

In his time here, Mr. Harris has helped us set up some important administrative processes and commence work on many required compliance plans (such as the water resiliency study, water master plan, and lead/copper survey). We continue to face the reality that the last decade of changes in water system regulations has made the job of DPW director quite complicated. Based upon conversations I have had with Mr. Harris, we have some thoughts on how to address this.

First, we see OHM and companies like them beginning to 'inject' themselves into the staff of small cities like ours as we face more and more of the same issues. Like we saw with assessing, which became so complex (and expensive) that it was impractical to have a staff member provide the service, we may need to look to contracted services. Similar to modern assessing, this will likely take on the shape of a dedicated engineer from a qualified company that can access our city office/staff, maintain a system login, and regularly communicate on issues related to the trade.

I see OHM being able to fill this role with small adjustments to their current services. They should then be better positioned to handle more complex or technical staff

reviews and tasks (development/permit reviews/inspections, project oversight, and general engineering).

The bigger issue that we still face is the water distribution system. The amount of testing, reporting, and planning that is required by the state has, in my opinion, crossed a threshold of practicality for a city like ours. I have found a potential solution that will enable the city to own the system, while placing testing, reporting, and emergency services with the Genesee County Drain Commission, Water and Waste Service Division.

About fifteen years ago, county oversight was not found to be advantageous. However, many circumstances have changed. Due to changes in staffing, we no longer possess enough operators to be able to address main break needs without contracted services, we are also finding that the contracted services are less accessible and more costly than the county workforce. Lastly, the county runs a large enough system to staff their own lab, regulatory compliance staff, and engineers (for flushing plans, controlled shut downs, and related field matters).

As such, I made inquiries to the county as it relates to what services they can perform on a limited basis that will address our after-hours labor shortage and need for testing compliance. They will be meeting with us to go over a sample agreement that would place maintenance, testing, and reporting in their court, while the city will continue to read & bill, provide for capital improvements/replacement, and oversee the system.

I believe this will be a very competitive option for us once we can weigh our savings on time and water related expenses that will be covered by the retail customer contract. Note that this is the form that many (most) other governments in Genesee County employ to manage their distribution systems. I will be meeting with GCDC WWS staff at the end of this week.

✓ **CITY COUNCIL MEETING SCHEDULE (*Business Item*)**

The meeting schedule for the 2022 fiscal year is included in a resolution. The standard dates do not conflict with any Monday holidays this year. We also propose to return to the December schedule that we have held to in the past, which is the first and second Monday. Last year, we opted for a second and fourth Monday meeting in that month. Let me know if you find any conflicts or require any amendments.

✓ **FORESTRY OPTION (*Business Item*)**

As we actively seek to enhance our parks, public grounds, and rights of way, we have been working with an area arborist/tree service. Our efforts have been to inspect, prune, remove, and replace trees in the parks so that we are able to move forward with efficient annual maintenance once we have a healthy and safe forestry product. This has been something we have budgeted and worked towards in 2020 within Elms Park.

In 2021, we wish to further this effort to include the street projects and the civic campus. The civic campus has many mature trees. Some of these are under threat of bugs and other maladies that require removal, thinning, or treatment. This is very

noticeable by the theater and is something we are better off addressing sooner than later, both to save money and to extend tree life.

Because of the recent construction in places such as Springbrook East, as well as Winchester Village, there are many newly planted trees that must be pruned regularly to maintain their shape and desire limb height. This ensures our traffic control devices, clear vision areas, and sidewalks are clear of vegetation. In the case of Heritage Village, we are actually behind on this.

Our plan moving forward is to annualize a cost to routinely inspect newer and older trees in parks, rights-of-way, and public places. This will result in savings in the long run (an ounce of prevention is worth a pound of cure). It will also give us the forestry product that we demand as we work to have some of the best public facilities in the state.

What we wish to present and discuss is the cost estimate that we have for services. We find that we have been leaning heavily on J-n-J Yard and Tree Services for advice and small jobs. There were also the low price on projects that were estimated in the past year. However, as we put together the list of work we are seeking for this calendar year, we find it to be well above the sealed bid threshold of \$5,000.

What we wish to have the city council discuss is the merits of proceeding with the work as estimated (only if approved by the council) or if it would be better to bid out the scope and see what returns we get. The obvious upside to bidding is the potential for savings. However, the downside is that we lose some knowledge legacy, confidence in the provider, and assurance of the final product.

To restate the staff position, the relationship we have had with the arborist has developed more into a professional service than a commodity over the past couple years. As such, we are hesitant to proceed with future work based only on price. I seek the disposition of the city council in this matter.

✓ **COMMISSION AFFIRMATION (*Business Item*)**

Rae Lynn Hicks' current appointment to the Metro Police is a three year appointment that would cover February 1, 2021 to January 31, 2024. However, we cannot affirm that this was renewed, at least not where we have been looking in the standard resolutions. This is irregular, but the only way forward is to affirm the appointment moving forward and for time served, to the extent that this is observed.

Council Questions, Inquiries, Requests, Comments, and Notes

Notable Code Issues: Our attorney has been granted a default judgement as it relates to the Miller Road camping case that ended up in Circuit Court. We have an apparent judgement to remove any vehicle illegally parked, stored, or habituated in anywhere within the city; the demolition deadline for the homes on Miller by Elms is to expire on June 9, making action on our part necessary; we are working on one unpermitted sign (North Atlas).

Hometown Days: HTD's went relatively well, especially for the first year back after COVID. Concerning the light at Morrish that was brought up, leadership indicates that this is their light, and it is used in a very limited fashion.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, June 14, 2021, 7:00 P.M.**

Motion No. 210614-4A **MINUTES – MAY 24, 2021**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, May 24, 2021, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 210614-5A **AGENDA APPROVAL**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of June 14, 2021, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 210614-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of June 14, 2021, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 210614-8B **WASTE AGREEMENT**

Motion by Councilmember: _____

WHEREAS, the current contract for waste collection and disposal, including the services of refuse, recycling, and yard waste, expires after June 30, 2021; and

WHEREAS, the city has recently received bids for the collection of refuse, recycling, and yard waste from four different carriers; and

WHEREAS, the council resolved to award the contract for service to GFL, Inc. at its regular meeting on May 10, 2021, contingent upon the execution of a service agreement.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council hereby affirms the award to GFL, Inc. and approves the agreement for services as included in the city council packet of June 14, 2021.

BE IT FURTHER RESOLVED, the city council authorizes and directs the Mayor and City Clerk to execute the agreement on behalf of the city.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**Resolution No. 210614-8C RESOLUTION TO APPROVE DISTRICT 3
CONSTRUCTION ENGINEERING SERVICES**

Motion by Councilmember: _____

WHEREAS, the city owns, operates, and maintains a system of sewer collection lines that transport sewer to the county interceptors located at various locations in and around the community; and

WHEREAS, capacity limits, especially as it pertains to wet weather events in district 3, have been revealed by flow meter analysis conducted in 2019; and

WHEREAS, Rowe Professional Services Company has been working with the city to design a solution to the capacity problem and bid out construction services to address the deficiency; and

WHEREAS, an award for construction was made at the May 10, 2021, with Glaeser Dawes being the lowest responsible bidder; and

WHEREAS, the city requires material, work, and result testing to ensure proper installation of the project.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek hereby approves the construction engineering proposal as submitted by Rowe Professional Services on May 19, 2021 for a not-to-exceed cost of \$38,510, funds to be appropriated to the Sewer 591 fund.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 210614-8D

RESOLUTION TO APPROVE ANNUAL COVERAGE AND PAYMENT FOR GENERAL AND LIABILITY INSURANCE OF THE CITY TO MEADOWBROOK

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek has a need to insure property, equipment, and services that it owns and provides; and

WHEREAS, the City of Swartz Creek has been engaged in risk management with the Michigan Municipal League Liability and Property Pool, as serviced by Meadowbrook Insurance Group since 1985; and

WHEREAS, the City of Swartz Creek finds this professional service to meet or exceed financial expectations, as well as the staffing and service needs of the city.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek appropriate and approve payment for an amount not to exceed \$47,221 to Michigan Municipal League Meadow Brook Insurance, payment of the City’s annual 2021-2022 premiums for property and liability insurance, funds to be apportioned to reflect departmental coverage as noted in the invoice.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 210614-8E

RESOLUTION TO SET THE 2021-2022 COUNCIL MEETING SCHEDULE

Motion by Councilmember: _____

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

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

NOW, THEREFORE, pursuant to the Act, public notice is hereby given that regular meetings for fiscal year 2021-2022 shall be held twice each month, and further, that all meetings shall be held in the Paul D. Bueche Municipal Building Council Chambers located at 8083 Civic Drive, Swartz Creek, Michigan, unless otherwise provided in advance by the City Council, and further, meetings shall commence at 7:00 P.M. on the following dates:

July 2021:	Monday – 12th Monday – 26th
August 2021:	Monday – 09th Monday – 23rd
September 2021:	Monday – 13th Monday – 27th
October 2021:	Monday – 11th Monday – 25th
November 2021:	Monday – 08th Monday – 22nd
December 2021:	Monday – 06th Monday – 13th
January 2022:	Monday – 10th Monday – 24th
February 2022:	Monday – 14th Monday – 28th
March 2022:	Monday – 14th Monday – 28th
April 2022:	Monday – 11th Monday – 25th
May 2022:	Monday – 09th Monday – 23rd
June 2022:	Monday – 13th Monday – 27th

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

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

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 210614-8G

COMMISSION APPOINTMENT

Motion by Councilmember: _____

WHEREAS, the laws of the State of Michigan, the Charter and Ordinances of the City of Swartz Creek, interlocal agreements in which the City of Swartz Creek is a member, and previous resolutions of the city council require and set terms of offices for various appointments to city boards and commissions, as well as appointments to non-city boards and commissions seeking representation by city officials; and

WHEREAS, there exists uncertainty regarding the status of an appointment for the Metro Police Authority of Genesee County; and

WHEREAS, said appointment is a Mayoral appointment subject to affirmation of the city council.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council concur with the Mayor and City Council appointments as follows:

#210614-8H1 **MAYOR APPOINTMENT:** **Rae Lynn Hicks**
Metro Police, City Council Member
Three year term, February 1, 2021 - January 31, 2024

Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 210614-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of June 14, 2021, and set the Main Pavilion at Abrams Park (near restrooms) as the venue for the next regularly scheduled council meeting of June 28, 2021.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 5/24/2021**

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: Fountain, Florence, Gilbert, Hicks, Krueger, Pinkston, Henry.

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, Clerk Connie Olger, Treasurer Deanna Korth, Director of Community Services Andy Harris & City Attorney Chris Stritmatter.

Others Present: Lania Rocha, Steve Long, Mark Gonyea, Jason Keene, Barclay, Metro PD Chief Bade.

APPROVAL OF MINUTES

Resolution No. 210524-01 **(Carried)**

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday May 10, 2021 to be circulated and placed on file.

YES Florence, Gilbert, Hicks, Krueger, Pinkston, Henry, Fountain.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 210524-02 **(Carried)**

Motion by Councilmember Fountain
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as, presented for the Regular Council Meeting of May 24, 2021, to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Pinkston, Henry, Fountain, Florence.
NO: None. Motion Declared Carried.

CITY MANAGER'S REPORT

Resolution No. 210524-03

(Carried)

Motion by Councilmember Florence
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of May 24, 2021, including reports and communications to be circulated and placed on file.

Discussion Ensued.

YES: Hicks, Krueger, Pinkston, Henry, Fountain, Florence, Gilbert.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

Steve Long 5356 Worchester Drive, representing the GFWC, would like permission to place a curio cabinet at city hall, in the lobby, to display GFWC plaques. Council agreed and ask Mr. Zettel to work with Mr. Long on the placement of the cabinet.

COUNCIL BUSINESS:

RESOLUTION TO APPROVE THE FISCAL YEAR 2021-2022 CITY BUDGET

Resolution No. 210524-04

(Carried)

Motion by Mayor Pro Hicks
Second by Councilmember Henry

WHEREAS, the Swartz Creek City Council is required to approve a budget in accordance with the General Appropriations Act and Uniform Budgeting and Accounting Act; and

WHEREAS, a public hearing was posted and held in accordance with the city charter on May 10, 2021; and

WHEREAS, the Swartz Creek City Council finds the following Fund-based budget to be an accurate and desirable instrument to appropriate funds to serve the needs of the City of Swart Creek.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby adopt the following 2021-2022 fiscal budget based upon the following tax mils:

General Operating Levy	4.7193 mills
Public Safety SAD	4.9000 mills
Street Levy	4.1242 mills
Sanitation Levy	2.6270 mills

101 GENERAL FUND	Estimated Beginning Fund Balance		\$	1,721,599
	<u>Estimated Revenues</u>	Adopted		
	General Fund Estimated Operating Revenues	3,395,478		
	Total General Fund Estimated Revenues	3,395,478		
	<u>Appropriations</u>	Adopted		
	General Government Activities 000-299	403,357		
	Public Safety Activities 301-399	1,301,467		
	Public Works Activities 400-799	1,374,162		
	Other Government Activities 800-999	271,000		
	Total General Fund Operating Appropriations	3,349,986		
	Total General Fund Appropriations	3,349,986		
	Effect on General Fund's Fund Balance			45,492
	Estimated Ending Fund Balance June 30, 2022		\$	1,767,091

202 MAJOR STREETS	Estimated Beginning Fund Balance		\$	279,767
	<u>Estimated Revenues</u>	Adopted		
	Major Streets Fund Estimated Operating Revenues	1,107,180		
	Total Major Streets Fund Estimated Revenues	1,107,180		
	<u>Appropriations</u>	Adopted		
	General Government Activities 101-299	1,225		
	Public Safety Activities 301-399	0		
	Public Works Activities 400-799	1,127,094		
	Other Government Activities 800-999	0		
	Total Major Streets Fund Operating Appropriations	1,128,319		
	Total Major Streets Fund Appropriations	1,128,319		
	Effect on Major Street's Fund Balance			(21,139)
	Estimated Ending Fund Balance June 30, 2022		\$	258,629

203 LOCAL STREETS FUND	Estimated Beginning Fund Balance			814,073.94
	<u>Estimated Revenues</u>	Adopted		
	Local Streets Fund Estimated Operating Revenue	292,935		
	Total Local Streets Fund Estimated Revenue	292,935		
	<u>Appropriations</u>	Adopted		
	General Government Activities 101-299	1,225		

Public Safety Activities 301-399	0
Public Works Activities 400-799	720,605
Other Government Activities 800-999	0
Total Local Streets Fund Operating Appropriations	721,830
Total Local Streets Fund Appropriations	721,830

Effect on Local Streets Fund's Fund Balance **(428,895)**

Estimated Ending Fund Balance June 30, 2022	\$ 385,179
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204 MUNICIPAL STREET FUND Estimated Beginning Fund Balance	71,620.11
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<u>Estimated Revenues</u>	Adopted
Municipal Street Fund Estimated Revenue	663,443
Total Municipal Street Fund Estimated Revenue	663,443

<u>Appropriations</u>	Adopted
General Government Activities 101-299	0
Public Safety Activities 301-399	0
Public Works Activities 400-799	0
Other Government Activities 800-999	669,410
Total Municipal Street Fund Appropriations	669,410

Effect on Municipal Street Fund's Fund Balance **(5,967)**

Estimated Ending Fund Balance June 30, 2022	\$ 65,653
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226 GARBAGE FUND Estimated Beginning Fund Balance	\$ 355,439
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<u>Estimated Revenues</u>	Adopted
Garbage Fund Estimated Operating Revenue	431,875
Total Garbage Fund Estimated Revenue	431,875

<u>Appropriations</u>	Adopted
General Government Activities 000-299	36,727
Public Safety Activities 301-399	0
Public Works Activities 400-799	405,872
Other Government Activities 800-999	0
Total Garbage Fund Operating Appropriations	442,599

Effect on Garbage Fund's Fund Balance **(10,724)**

Estimated Ending Fund Balance June 30, 2022	\$ 344,715
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248 DDA FUND Estimated Beginning Fund Balance	\$ 48,403
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<u>Estimated Revenues</u>	Adopted
DDA Fund Estimated Operating Revenue	88,007

Total DDA Fund Estimated Revenue **88,007**

<u>Appropriations</u>	<u>Adopted</u>
General Government Activities 101-299	2,804
Public Safety Activities 301-399	0
Public Works Activities 400-799	59,627
Other Government Activities 800-999	0
Total DDA Fund Operating Appropriations	62,431
Total DDA Fund Appropriations	62,431

Effect on Local Streets Fund's Fund Balance **25,576**

Estimated Ending Fund Balance June 30, 2022 **\$ 73,980**

402 FIRE EQUIPMENT FUND Estimated Beginning Fund Balance **\$ 182,190**

<u>Estimated Revenues</u>	<u>Adopted</u>
Fire Equipment Replacement Fund Est Operating Rev.	75,200
Total Fire Equip Replacement Fund Est Revenue	75,200

<u>Appropriations</u>	<u>Adopted</u>
General Government Activities 101-299	0
Public Safety Activities 301-399	0
Public Works Activities 400-799	0
Other Government Activities 800-999	0
Total Fire Equip Replacement Fund Operating Approp	0
Total Fire Equip Replacement Fund Approp	0

Effect on Fire Equip Replacement Fund's Fund Balance **75,200**

Estimated Ending Fund Balance June 30, 2022 **\$ 257,390**

590 WATER FUND Estimated Beginning Fund Balance **\$ 4,094,608**

<u>Estimated Revenues</u>	<u>Adopted</u>
Water Supply Fund Estimated Operating Revenue	2,970,800
Total Water Supply Fund Estimated Revenue	2,970,800

<u>Appropriations</u>	<u>Adopted</u>
General Government Activities 000-299	131,016
Public Safety Activities 301-399	
Public Works Activities 400-799	3,449,252
Other Government Activities 800-999	50,298
Total Water Supply Fund Operating Appropriations	3,630,566
Total Water Supply Fund Appropriations	3,630,566

Effect on Water Supply Fund's Fund Balance **(659,766)**

Estimated Ending Fund Balance June 30, 2022 **\$ 3,434,842**

WATER FUND EXPENSES INCLUDE \$375,000 IN DEPRECIATION

591 SEWER FUND	Estimated Beginning Fund Balance	\$	7,665,602
	<u>Estimated Revenues</u>	Adopted	
	Sanitary Sewer Fund Estimated Operating Revenue	1,258,140	
	Total Sanitary Sewer Fund Estimated Revenue	1,258,140	
	<u>Appropriations</u>	Adopted	
	General Government Activities 000-299	126,633	
	Public Safety Activities 301-399	0	
	Public Works Activities 400-799	1,725,972	
	Other Government Activities 800-999	9,400	
	Total Sanitary Sewer Fund Operating Appropriations	1,862,006	
	Total Sanitary Sewer Fund Appropriations	1,862,006	
	Effect on Sanitary Sewer Fund's Fund Balance		(603,866)
	Estimated Ending Fund Balance June 30, 2022	\$	7,061,737

SEWER FUND EXPENSES INCLUDE \$290,000 IN DEPRECIATION

661 MOTOR POOL FUND	Estimated Beginning Fund Balance	\$	454,678
	<u>Estimated Revenues</u>	Adopted	
	Motor Pool Fund Estimated Operating Revenue	190,000	
	Total Motor Pool Fund Estimated Revenue	190,000	
	<u>Appropriations</u>	Adopted	
	General Government Activities 101-299	18,581	
	Public Safety Activities 301-399	0	
	Public Works Activities 400-799	434,065	
	Other Government Activities 800-999	18,750	
	Total Motor Pool Fund Operating Appropriations	471,396	
	Total Motor Pool Fund Appropriations	471,396	
	Effect on Motor Pool Fund's Fund Balance		(281,396)
	Estimated Ending Fund Balance June 30, 2022	\$	173,282

MOTOR POOL EXPENSES INCLUDE \$40,000 IN DEPRECIATION

Total Estimated Revenues	\$	10,473,058
Total All Funds Appropriations	\$	12,338,542

YES: Krueger, Pinkston, Henry, Fountain, Florence, Gilbert, Hicks.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE SALVAGE VEHICLE INSPECTOR AGREEMENT OF THE METRO POLICE AUTHORITY OF GENESEE COUNTY

Resolution No. 210524-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

WHEREAS, the Swartz Creek City Council and the Mundy Township Board established the Metro Police Authority of Genesee County (Metro), effective February 1, 2017, for the purpose of conducting police services to the respective municipalities; and

WHEREAS, the certain assets and responsibilities were transferred to the Authority, including but not limited to staff, equipment, and police powers; and

WHEREAS, the Metro seeks to offer vehicle salvage inspections via limited enforcement officers that shall work on behalf of the Authority.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council hereby transfers the responsibility and authority to conduct inspections and collect fees related to said inspections to the Metro.

BE IT FURTHER RESOLVED, that City of Swartz Creek City Council approves the Salvage Vehicle Inspector Agreement as included in the City Council Packet of May 24, 2021.

BE IT FURTHER RESOLVED, that the City Of Swartz Creek City Council approves the fee for such inspections to be \$100, or as may be legally amended by the Metro Board from time to time.

Discussion Ensued.

YES: Pinkston, Henry, Fountain, Florence, Gilbert, Hicks, Krueger.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE THE PARK WAIVER REQUEST OF THE GFWC OF SWARTZ CREEK

Resolution No. 210524-06

(Carried)

Motion by Councilmember Pinkston
Second by Councilmember Gilbert

WHEREAS, the City of Swartz Creek requires park usage reservations and fees in accordance with adopted rules and regulations; and

WHEREAS, the General Federation of Women's Clubs, Swartz Creek Women's Club reserved Pavilion #2 in Abrams Park for Saturday, June 12, 2021 for the purpose of holding an annual meeting; and

WHEREAS, the city park rules and regulations states that "fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city."; and

WHEREAS, the City Council finds the petitioning group to be a qualifying group with a qualifying activity.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby waives all fees for the June 12, 2021 reservation in Abrams Park.

Discussion Ensued.

YES: Henry, Fountain, Florence, Gilbert, Hicks, Krueger, Pinkston.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE AN ORDINANCE, ORDINANCE 452 TO AMEND ARTICLE II, BY ADDING SECTION 18.24 OF THE ORDINANCE, GOLF CART REGULATION

Resolution No. 210524-07

(Carried)

Motion by Councilmember Henry
Second by Councilmember Fountain

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

WHEREAS, the City believes that a mix of modalities for transportation is essential to maintaining and improving the quality of life for residents, and;

WHEREAS, changes to state laws, changes with expectations of drivers, and safety improvements in recent years make the limited operation of golf carts a safe benefit of residents and visitors to the City.

NOW, THEREFORE, THE CITY OF SWARTZ CREEK ORDAINS.

**CITY OF SWARTZ CREEK
ORDINANCE NO. 452**

An ordinance to amend Chapter 18 of the Code of Ordinances Section 18-24.

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Amendment of Chapter 18 of the Code of Ordinances of the City of Swartz Creek.

Chapter 18 of the City of Swartz Creek Code of Ordinances, section 18-24, are amended as follows:

ARTICLE II. MOTOR VEHICLE TRAFFIC CODE

Sec. 18-24. GOLF CART REGULATION

(a) PURPOSE AND INTENT

The City of Swartz Creek ("City") recognizes a compelling interest in establishing regulations for operating Golf Carts under MCL 257.657a that grants the City Council the authority to adopt an ordinance authorizing the operation of Golf Carts within the City, which promotes the health, safety, and welfare of the citizens.

(b) DEFINITIONS

- I. "Driver's license" means a valid operator or chauffeur's license issued to an individual by the Michigan Secretary of State or other valid State issued driver's license to operate motor vehicles.
- II. "Golf cart" means a 4-wheeled vehicle designed for transportation while playing the game of golf and is not capable of excessive speeds. Off-road vehicles, such as Gators, off-road vehicles (ORV), a multitrack or multi-wheel drive vehicle, dune buggy, or like-vehicles are not considered golf carts for the purposes of this ordinance.
- III. "Operate" means to ride in or on, and be in actual physical control of the operation of a Golf Cart.
- IV. "Operator" means a person who operates or is in actual physical control of the operation of a Golf Cart.
- V. "Road" or "County Road" means a county primary road or county local road as described in section 5 of 1951 PA 51, being MCL 247.655.
- VI. "Far Right of the Maintained Portion of the County Road" indicates the shoulder of the road when the roadway is improved by pavement, tar and chips, concrete, or other similar materials or indicates the extreme right of the open portion of the right-of-way when the roadway is not improved by pavement, tar and chips, concrete, or other similar materials.

(c) GOLF CART OPERATION

- I. A person shall not operate a Golf Cart on any street unless they are at least 16 years old and possess a Driver's license.
- II. While operating a Golf Cart a person must signal by using the hand and arm as follows:
 - i. For a left turn, the operator shall extend his or her left hand and arm horizontally.
 - ii. For a right turn, the operator shall extend his or her left hand and arm upward.
- III. A person operating a Golf Cart upon a roadway shall ride as near to the right side of the roadway as practicable, exercising due care when passing a standing vehicle or a vehicle proceeding in the same direction.
- IV. A person shall not operate a Golf Cart on a state trunk line highway or on any roads identified by resolution of City Council.
- V. A person operating a Golf Cart shall not pass between lines of traffic, but may pass on the left of traffic moving in his or her direction in the case of a 2-way street or on the left or right of traffic in the case of a 1-way street, in an unoccupied lane.
- VI. A Golf Cart shall not be operated on a sidewalk constructed for the use of pedestrians.
- VII. A Golf Cart shall be operated at a speed not to exceed 15 miles per hour and shall not be operated on a state trunk line highway or a highway or street with a speed limit of more than 30 miles per hour except to cross that state trunk line highway or highway or street.
- VIII. A Golf Cart shall not be operated on a state trunk line highway or the streets of the City during the time from ½ hour before sunset to ½ hour after sunrise.
- IX. A Golf Cart shall not be operated on any street unless the Golf Cart possesses functioning brake lights.
- X. A Golf Cart operated on a street of the City under this section is not required to be registered under this act for purposes of section 3101 of the insurance code of 1956, 1956 PA 218, MCL 500.3101.

(d) VIOLATIONS

A person who violates this Ordinance shall be responsible for a civil infraction, and shall pay a fine of up to \$500.00, and in addition may be charged with and ordered to pay the cost of full restitution for damages to the environment, a road, or any other property resulting from that person's operation of a Golf Cart.

(e) SEVERABILITY

If any part of this ordinance shall be determined to be unenforceable by a court of competent jurisdiction, that part shall be deemed to be severed and removed from the body of this ordinance, and the rest shall remain in full force and effect.

Section 2. Effective date.

This Ordinance shall take effect twenty (20) days following publication.

At a regular meeting of the City Council of Swartz Creek held on the 24th day of May, 2021, Councilmember Henry moved for adoption of the ordinance and Councilmember Fountain supported the motion.

YES: Fountain, Florence, Gilbert, Hicks, Krueger, Pinkston, Henry.
NO: None. Motion Carried.

The Mayor declared the ordinance adopted.

David Krueger
Mayor

Connie Olger
Clerk

CERTIFICATION

The foregoing is a true copy of Ordinance No. 452 which was enacted by the Swartz Creek City Council at a regular meeting held on the 24th day of May, 2021.

Connie Olger
City Clerk

Discussion Ensued.

YES: Fountain, Florence, Gilbert, Hicks, Krueger, Pinkston, Henry.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE DNR TRUST FUND GRANT AGREEMENT

Resolution No. 210524-08

(Carried)

Motion by Councilmember Florence
Second by Mayor Pro Tem Hicks

WHEREAS, the City of Swartz Creek has planned, designed, acquired easements, and secured MDOT and local funding towards the extension of the Genesee Valley Trail through Swartz Creek; and

WHEREAS, The Michigan Department of Natural Resources has awarded the City of Swartz Creek \$300,000 towards the project; and

WHEREAS, A standard grant agreement is required to obligate and use said funds.

NOW, THEREFORE, BE IT RESOLVED that the City of Swartz Creek, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the City of Swartz Creek does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide Seven Hundred Five Thousand Seven Hundred and no cents (\$705,700) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under the Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

YES: Florence, Gilbert, Hicks, Krueger, Pinkston, Henry, Fountain.

NO: None. Motion Declared Carried.

COMMISSION APPOINTMENT

Resolution No. 210524-09

(Carried)

Motion by Councilmember Fountain
Second by Councilmember Henry

WHEREAS, the laws of the State of Michigan, the Charter and Ordinances of the City of Swartz Creek, interlocal agreements in which the City of Swartz Creek is a member, and previous resolutions of the city council require and set terms of offices for various appointments to city boards and commissions, as well as appointments to non-city boards and commissions seeking representation by city officials; and

WHEREAS, there exists a vacancy for a Planning Commission position; and

WHEREAS, said appointment is a Mayoral appointment subject to affirmation of the city council.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council concur with the Mayor and City Council appointments as follows:

#210524-9G1 **MAYOR APPOINTMENT:** **Jason Keene**
Planning Commission, Resident
Three year term, expiring June 30, 2024

YES: Gilbert, Hicks, Krueger, Pinkston, Henry, Fountain, Florence.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE A METRO ACT PERMIT FOR 123.NET, INC.

Resolution No. 210524-10 **(Carried)**

Motion by Mayor Pro Tem Hicks
Second by Councilmember Fountain

WHEREAS, the City of Swartz Creek possesses and regulates right-of-ways within the city for the purposes of owning, operating, and maintaining street, water, sewer, storm, and related infrastructure; and

WHEREAS, said right-of-ways are also shared with various public utility providers that service and benefit the public, including gas, electric, communications, and related services; and

WHEREAS, the METRO Act regulates and mandates methods for sharing said right-of-ways with various service providers; and

WHEREAS, 123.NET, Inc, has been previously authorized to occupy the public right-of-way in the city for the purpose of providing fiber optic cable to properties in the city; and

WHEREAS, 123.NET, Inc, now seeks to convert their permit to a METRO Act Telecommunications Permit.

NOW, THEREFORE, BE IT RESOLVED that the City of Swartz Creek, Michigan, does hereby approve the METRO Act Permit as included in the City Council Packet of May 24, 2021 and directs the City Manager to Execute said permit on behalf of the city.

YES: Hicks, Krueger, Pinkston, Henry, Fountain, Florence, Gilbert.
NO: None. Motion Declared Carried.

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR REHABILITATION FUNDED BY THE TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY B PROGRAM.

Resolution No. 210524-11

(Carried)

Motion by Mayor Councilmember Gilbert
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek is applying for \$250,000 in funding through MDOT from the Transportation Economic Development Category B Program to construct paving rehabilitation improvements on Hill Road and on improved roads within the Winchester Village Plat.

WHEREAS, MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects.

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized Mr. Andrew Harris, P.E., City Engineer, to act as agent on behalf of the City to request Transportation Economic Development Fund Category B Program funding, to act as the applicant's agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, providing at least \$924,501 toward the construction costs of the project(s), and all costs for design, permit fees, administration costs, and cost overruns.

BE IT FURTHER RESOLVED THAT, the City commits to owning operating, funding and implementing a maintenance program over the design life of the facilities constructed with Transportation Economic Development Fund Category B Program funding.

YES: Krueger, Pinkston, Henry, Fountain, Florence, Gilbert, Hicks.

NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

Steve Long 5356 Worchester Drive, commented a resident had concerns with flooding along Helmsley and that fabric from street construction covering the manholes was causing the issues. Mr. Harris replied that area shouldn't have any fabric there and he would look into it. Mr. Long also asked the Mayor if the city could have Police, Fire & Business owner appreciation days. The mayor responded that we could.

Mark Gonyea 5378 Winshall Drive, thanked the council for awarding GFL the waste bid. He hopes it will be a good union between GFL & the city.

REMARKS BY COUNCILMEMBERS:

Councilmember Pinkston downtown looks good. Jan's added a sandbar, Jamison's added windows, the Women's Club planted flowers and the old Assenmacher's building looks great.

Councilmember Gilbert informed everyone that Monday, May 31, 2021 at 1 p.m. there will be a service at the Veteran's Memorial.

Councilmember Florence thanks to everyone for having him back on council.

Councilmember Henry questioned GFL's waste pickup day. Mr. Zettel & Mr. Harris confirmed pickup would be on Tuesday's in July with GFL.

Councilmember Fountain informed everyone that Tuesday, May 25, 2021 @ noon there would be a chamber meeting at the American Legion on Morrish Road. If you plan on attending you do need to RSVP.

Mayor Pro Tem Hicks thanked Deanna Korth, City Treasurer for sitting down with her for 2 hours and going over the budget with her.

Mayor Krueger remarked that the governor announced fully vaccinated citizens no longer need to wear mask indoor or outdoor only on public transportation.

ADJOURNMENT

Resolution No. 210524-12

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Fountain

I Move the Swartz Creek City Council adjourn the regular council meeting of May 24, 2021, and set the Main Pavilion at Abrams Park (near restrooms) as the venue for the next regularly scheduled council meeting of June 14, 2021.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

CHECK REGISTER FOR CITY OF SWARTZ CREEK
CHECK DATE FROM 05/01/2021 - 05/31/2021

Highlighted amount is total for that vendor

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
05/05/2021	49204	AMERICAN SEWER CLEANERS	MAIN WATER JET 5205 HELMSLEY	400.00
05/05/2021	49205	BELL EQUIPMENT CO	ACTUATOR-LINEAR 24V/WATER FILER	753.74
05/05/2021	49206	BIO-SERV CORPORATION	PEST CONTROL - PUBLIC SAFETY BLDG	59.00
05/05/2021	49207	BS & A SOFTWARE	10/6/20-4/5/21 PAS,5/1/21-5/1/22 TS EMP	6,305.00
05/05/2021	49208	CHASE CARD SERVICES	STATEMENT 3/22-4/21/21	149.66
05/05/2021	49209	COMCAST BUSINESS	CITY HALL MONTHLY INVOICE	143.30
05/05/2021	49210	COMCAST BUSINESS	MONTHLY INVOICE DPW 4/29-5/28/21	180.11
05/05/2021	49211	CONNIE OLGER	BANK MILEAGE CONNIE APRIL 2021	13.11
05/05/2021	49212	CONSUMERS ENERGY	ELECTRIC STREETLIGHTS-REIM RELOCATE STL	29,123.00
05/05/2021	49213	CONSUMERS ENERGY	8067 MILLER 3/23-4/21/21	81.61
05/05/2021	49214	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	27.41
05/05/2021	49215	CROSSROADS TITLE AGENCY	UB REFUND FOR 5070 MCLAIN	11.24
05/05/2021	49216	DEANNA KORTH	BANK MILEAGE DEANNA APRIL 2021	21.84
05/05/2021	49217	ENERGY REDUCTION COALITION	EXCESS BENEFIT PAYMENT	1,126.55
05/05/2021	49218	ERSON INC	GAS GAGE/RTR PUMP	650.00
05/05/2021	49219	FAMILY FARM AND HOME INC	APRIL 2021 INVOICES	250.50
05/05/2021	49220	FIDELITY SECURITY LIFE INSUR/EYEMED	RETIREE VISION MAY 2021 (5)	34.84
05/05/2021	49221	GILL ROYS HARDWARE	APRIL 2021 INVOICES LESSS DISCOUNT	320.30
05/05/2021	49222	GRAND TRUNK WESTERN RAILROAD	EML/RR CROSSING MAINT 5/1/21-4/30/22	3,459.00
05/05/2021	49223	IT RIGHT INC	UPS	336.30
			OFFICE HOME & BUSINESS 2019	249.00
			SSL CERTIFICATE 4/30/21-4/29/22	150.00
				735.30
05/05/2021	49224	JAY'S SEPTIC TANK SERVICE	PORT-A-JON RENTAL ELMS PARK 4/9-5/6/21	100.00
			PORT-A-JON RENTAL ELMS PARK 4/12-5/9/21	220.00
				320.00
05/05/2021	49225	JODY KEY	BANK MILEAGE JODY APRIL 2021	26.21
05/05/2021	49226	JOHNS TRUCK SERVICE	REMOVE VALVE AND REPAIR/REMOVE TURBO REB	5,273.17
			REPAIRED EXHAUST	459.83
				5,733.00
05/05/2021	49227	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	840.00
			MOW & TRIM CITY PROPERTIES	850.00
			MOW & TRIM CITY PROPERTIES	850.00
				2,540.00
05/05/2021	49228	KALIE JOHNSON	ELMS PARK DEPOSIT REFUND 5/1/21	100.00
05/05/2021	49229	METRO POLICE AUTH OF GENESEE COUNTY	MARCH 2021 METRO ORDINANCE FEES	4,000.95
			FEB 2021 ORDINANCE FEES	1,555.95
				5,556.90
05/05/2021	49230	MICHIGAN ASSOC OF PLANNING	ANNUAL GROUP MEMB DUES 7/1/21-6/30/22	775.00
05/05/2021	49231	NASTASSJA JORDAN	ELMS PARK DEPOSIT REFUND 5/2/21 #2	100.00
05/05/2021	49232	OHM ADVISORS	USDA GRANT APP PHII	2,018.50
05/05/2021	49233	OHM ADVISORS	WATER MASTER PLAN UPDATE	879.00
05/05/2021	49234	OHM ADVISORS	MORRISH ROAD REHABILITATION	15,140.00
05/05/2021	49235	OHM ADVISORS	BREWER TOWNHOMES - ENG REVIEW	1,087.50
05/05/2021	49236	PARAGON LABORATORIES INC	WATER SAMPLES WO SWARTZ CREEK	707.00
05/05/2021	49237	PITNEY BOWES INC.	3/1-5/29/21 LEASING CHARGES	144.12
05/05/2021	49238	RWS OF MID MICHIGAN	FY21 GARBAGE/RECYCLING/YARD WASTE APRIL	24,326.57
05/05/2021	49239	STAPLES	PASTEL LILAC PAPER RM	4.15
05/05/2021	49240	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING	106.00

05/05/2021	49241	SUBURBAN AUTO SUPPLY	ANTIFREEZE	11.99
			BLUE GREASE 4 LB	17.99
			FUEL FILTER FOR SWEEPER	59.99
				89.97
05/05/2021	49242	SWARTZ CREEK FINE ARTS ASSOC	CONCERT SPONSORSHIP	300.00
05/18/2021	49243	ACE-SAGINAW PAVING COMPANY	COLD PATCH	704.40
05/18/2021	49244	ADS PLUS PRINTING LLC	#10 REG & #10 WINDOW ENVELOPES 2500 EACH	720.20
05/18/2021	49245	BIO-SERV CORPORATION	PEST CONTROL - CITY HALL/LIBRARY-SR CTR	114.00
05/18/2021	49246	CITY OF SWARTZ CREEK	REIMB PETTY CASH THRU 5/10/21	180.84
05/18/2021	49247	CONSUMERS ENERGY	5361 WINSHALL DR #2 RESTRMS 9987 3/31-4/	34.45
05/18/2021	49248	CONSUMERS ENERGY	9099 MILLER RD 3/31-4/29/21	33.86
05/18/2021	49249	CONSUMERS ENERGY	5361 WINSHALL DR 8369 3/31-4/29/21	31.64
05/18/2021	49250	CONSUMERS ENERGY	5257 WINSHALL DR 3/31-4/29/21	29.13
05/18/2021	49251	CONSUMERS ENERGY	8083 CIVIC DR 3/31-4/29/21	456.15
05/18/2021	49252	CONSUMERS ENERGY	8499 MILLER RD 3/31-4/29/21	31.78
05/18/2021	49253	CONSUMERS ENERGY	8059 FORTINO DR 3/31-4/29/21	44.94
05/18/2021	49254	CONSUMERS ENERGY	4510 MORRISH RD 3/31-4/29/21	39.76
05/18/2021	49255	CONSUMERS ENERGY	5015 HOLLAND DR LOT LIGHTS 3/31-4/29/21	37.87
05/18/2021	49256	CONSUMERS ENERGY	8095 CIVIC DR 3/31-4/29/21	481.68
05/18/2021	49257	CONSUMERS ENERGY	5121 MORRISH RD 3/31-4/29/21	441.16
05/18/2021	49258	CONSUMERS ENERGY	8011 MILLER RD 3/31-4/29/21	29.13
05/18/2021	49259	CONSUMERS ENERGY	ELMS PARKING LOT AREA LIGHTS 2300 4/1-4/	38.30
05/18/2021	49260	CONSUMERS ENERGY	8100 CIVIC DR 4/1-5/2/21	875.07
05/18/2021	49261	CONSUMERS ENERGY	SIRENS TRAFFIC LIGHTS 1997 4/1-4/30/21	29.78
05/18/2021	49262	CONSUMERS ENERGY	4524 MORRISH RD 4/1-4/30/21	63.86
05/18/2021	49263	CONSUMERS ENERGY	TRAFFIC LIGHTS 1781 4/1-4/30/21	452.80
05/18/2021	49264	CONSUMERS ENERGY	8301 CAPPY LN 4/1-5/2/21	355.57
05/18/2021	49265	CONSUMERS ENERGY	4125 ELMS RD 4353 4/5-5/3/21	46.42
05/18/2021	49266	CONSUMERS ENERGY	4125 ELMS RD PAVILION 4437 4/5-5/3/21	36.52
05/18/2021	49267	CONSUMERS ENERGY	6425 MILLER PARK & RIDE 4/5-5/3/21	97.45
05/18/2021	49268	CONSUMERS ENERGY	STREET LIGHTS 1294 4/1-4/30/21/CORRECTED	7,646.51
05/18/2021	49269	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	1,179.39
05/18/2021	49270	DISCRAFT INC	REMOVABLE CHAINSTAR PRO (19)/SHIPPING	5,858.19
05/18/2021	49271	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	5.00
05/18/2021	49272	GENESEE CTY DRAIN COMMISSIONER	WATERMAIN BREAK REPAIR MAY 2 3350 S DYE	3,455.06
05/18/2021	49273	GLAESER DAWES	USDA WATERMAIN PROJ OAKVIEW/MILLER/BRIST	252,164.03
05/18/2021	49274	HC RYAN & COMPANY LLC	ACCOUNTS PAYABLE CHECKS QTY 2000	253.85
05/18/2021	49275	JAMS MEDIA LLC	BUDGET PUBLIC HEARING/ZBA PUBLIC NOTICE	100.60
05/18/2021	49276	JEFFREY PINKSTON	UB REFUND FOR 5273 GREENLEAF	318.05
05/18/2021	49277	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	855.00
05/18/2021	49278	KELSEY CHRISTENSEN	ELMS PARK DEPOSIT REFUND 5/8/21 #2	100.00
05/18/2021	49279	KLEE MFG & DIST	FLAGS FOR VETERANS MEMORIAL (7)	378.00
05/18/2021	49280	LEGACY ASSESSING SERVICES INC	ASSESSING SERVICES MAY 2021	2,487.00
05/18/2021	49281	MUNICIPAL EMERGENCY SERVICES INC	FEMALE NH 2.5"//MALE NH 1.5" BLACK HC	66.80
05/18/2021	49282	OHM ADVISORS	USDA WATER MAIN IMPROVEMENT PROJECT	25,819.00
05/18/2021	49283	PRINTING SYSTEMS	QVF MASTER CARDS/VOTER ID CARDS 500 EACH	84.47
			CREDIT MEMO #112459CM	(78.66)
				5.81
05/18/2021	49284	SELF SERVE LUMBER CO.	1X2X10 STRIPPING/CASING CLEAR	8.25
			PATIO ST 24 IN SQ SM R	53.94
			RETURN INSULATION 8067 MILLER	(33.30)
				28.89
05/18/2021	49285	STAR TITLE AGENCY	UB REFUND 8093 CRAPO	300.00
05/18/2021	49286	SUBURBAN AUTO SUPPLY	15W40 5 GAL	64.99
05/18/2021	49287	SUPER FLITE OIL CO INC	FUEL - DPW APRIL 2021	850.31
05/18/2021	49288	SWARTZ CREEK AREA FIRE DEPT.	FIRE SERVICES APRIL 2021	3,572.79
05/18/2021	49289	VERIZON WIRELESS	MONTHLY INVOICE 4/2-5/1/21	488.09
05/25/2021	49290	ABIGAIL VERMETTE	ELMS PARK DEPOSIT REFUND 5/16/21 #3	100.00
05/25/2021	49291	ACTION TRAFFIC MAINTENANCE INC	REPAIR RAIL 5058 MORRISH	2,432.00
05/25/2021	49292	ADAM ZETTEL	REIMB CROSS CONNECTION TRAINING	40.00

05/25/2021	49293	BLUE CARE NETWORK-EAST MI	RETIREE HEALTH JUNE 2021 CLOLINGER	1,479.19
05/25/2021	49294	CONNIE OLGER	ADVANCE FOR EASEMENTS (3)	100.00
05/25/2021	49295	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	1,279.02
05/25/2021	49296	CONSUMERS ENERGY	STREET LIGHTS 1294 4/1-4/30/21	7,362.91
05/25/2021	49297	CONSUMERS ENERGY	ANNUAL LEASE #5251 5/12/21-5/11/22	210.00
05/25/2021	49298	DELTA DENTAL PLAN	RETIREE DENTAL JUNE 2021 (5)	348.58
05/25/2021	49299	DOVER & COMPANY	DOOR MAINTENANCE/PUBLIC SAFETY BLDG	570.00
05/25/2021	49300	FERGUSON WATERWORKS #3386	WATER SYSTEM EQUIPMENT	148.00
05/25/2021	49301	FLINT NEW HOLLAND	V-BELT FOR JOHN DEERE MWER REPAIR	75.02
05/25/2021	49302	GEN CTY ROAD COMMISSION	S-MTCE & OPERATIONS APRIL 2021	29.38
05/25/2021	49303	JACOB MACDERMAID	ELMS PARK DEPOSIT REFUND 5/15/21 #2	100.00
05/25/2021	49304	JALISHA TERRY AND LISA TERRY	ELMS PARK DEPOSIT REFUND 5/16/21 #4	100.00
05/25/2021	49305	JAY'S SEPTIC TANK SERVICE	PORT-A-JON RENTAL ELMS PARK	100.00
			PORT-A-JON RENTAL ELMS PARK	220.00
				<u>320.00</u>
05/25/2021	49306	JERRY'S TIRE	REPLACE LOOSE TIRE	478.68
05/25/2021	49307	JOHNS TRUCK SERVICE	OIL CHANGE 2018 FORD F250	290.10
			OIL CHANGE 2020 FORD F350	290.10
			REPLACE REAR TIRE, RECHARGE A/C, REPLACE	511.27
				<u>1,091.47</u>
05/25/2021	49308	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES/OTHER PROP.	865.00
05/25/2021	49309	KCI	POSTAGE ESTIMATE SUMMER 2021 TAX BILLS	624.86
05/25/2021	49310	MACY FISHER	ELMS PARK DEPOSIT REFUND 5/15/21 #4	100.00
05/25/2021	49311	MEGAN SHICKLES	ELMS PARK DEPOSIT REFUND 5/15/21 #1	100.00
05/25/2021	49312	MICHIGAN PIPE AND VALVE	REPAIR CLAMPS (4)	1,178.97
05/25/2021	49313	ROWE PROFESSIONAL SERVICES CO	EASEMENT LEGAL DESCRIPTION/DRAWING 8067	950.00
05/25/2021	49314	SIMEN FIGURA & PARKER PLC	MONTHLY INVOICE APRIL 2021	6,980.00
05/25/2021	49315	UNUM LIFE INSURANCE	RETIREE LIFE JUNE 2021 (4)	44.25
05/25/2021	49316	WILLIAM TRIGGER	ELMS PARK DEPOSIT REFUND 5/16/21 #1	100.00
				<u>442,410.88</u>
GEN TOTALS:				
Total of 113 Checks:				442,410.88
Less 0 Void Checks:				0.00
Total of 113 Disbursements:				<u>442,410.88</u>

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
Pickup 4WD	1-20, 7-15,3-08, 2-08, 10-						
4100000001	Gardner, Rodney E	590-540.000-941.000		04/26/2021	3.00	12.44	37.32
4100000001	Gardner, Rodney E	590-540.000-941.000		04/27/2021	4.00	12.44	49.76
4100000001	Gardner, Rodney E	101-780.500-941.000		04/29/2021	1.00	12.44	12.44
4100000001	Gardner, Rodney E	226-782.000-941.000		04/29/2021	1.00	12.44	12.44
4100000001	Gardner, Rodney E	226-783.000-941.000		04/29/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	590-540.000-941.000		05/01/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	590-540.000-941.000		05/02/2021	5.00	12.44	62.20
4100000001	Gardner, Rodney E	101-262.000-941.000		05/03/2021	4.00	12.44	49.76
4100000001	Gardner, Rodney E	101-782.000-941.000		05/03/2021	4.00	12.44	49.76
4100000001	Gardner, Rodney E	590-542.000-941.000		05/04/2021	8.00	12.44	99.52
4100000001	Gardner, Rodney E	226-530.000-941.000		05/05/2021	6.00	12.44	74.64
4100000001	Gardner, Rodney E	590-542.000-941.000		05/06/2021	2.00	12.44	24.88
4100000004	Wright, David L	226-783.000-941.000		04/26/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		04/26/2021	2.00	12.44	24.88
4100000004	Wright, David L	202-463.000-941.000		04/27/2021	6.00	12.44	74.64
4100000004	Wright, David L	590-540.000-941.000		04/27/2021	2.00	12.44	24.88
4100000004	Wright, David L	101-794.000-941.000		04/28/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		04/28/2021	1.00	12.44	12.44
4100000004	Wright, David L	591-536.000-941.000		04/28/2021	2.00	12.44	24.88
4100000004	Wright, David L	203-463.000-941.000		04/29/2021	1.50	12.44	18.66
4100000004	Wright, David L	226-782.000-941.000		04/29/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		04/29/2021	9.00	12.44	111.96
4100000004	Wright, David L	590-540.000-941.000		04/30/2021	2.00	12.44	24.88
4100000004	Wright, David L	591-536.000-941.000		04/30/2021	2.00	12.44	24.88
4100000004	Wright, David L	101-783.000-941.000		05/03/2021	2.00	12.44	24.88
4100000004	Wright, David L	226-528.000-941.000		05/03/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		05/03/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		05/03/2021	2.00	12.44	24.88
4100000004	Wright, David L	591-536.000-941.000		05/03/2021	4.00	12.44	49.76
4100000004	Wright, David L	101-780.500-941.000		05/04/2021	1.00	12.44	12.44
4100000004	Wright, David L	203-463.000-941.000		05/04/2021	4.00	12.44	49.76
4100000004	Wright, David L	101-262.000-941.000		05/05/2021	1.00	12.44	12.44
4100000004	Wright, David L	203-463.000-941.000		05/05/2021	4.00	12.44	49.76
4100000004	Wright, David L	226-783.000-941.000		05/05/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-781.000-941.000		05/06/2021	2.00	12.44	24.88
4100000004	Wright, David L	226-783.000-941.000		05/06/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		05/06/2021	3.00	12.44	37.32
4100000004	Wright, David L	101-780.500-941.000		05/07/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-782.000-941.000		05/07/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-783.000-941.000		05/07/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-790.000-941.000		05/07/2021	3.00	12.44	37.32
4100000004	Wright, David L	226-783.000-941.000		05/07/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-345.000-941.000		05/10/2021	1.50	12.44	18.66

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000004	Wright, David L	101-790.000-941.000		05/10/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		05/10/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		05/10/2021	3.00	12.44	37.32
4100000004	Wright, David L	591-537.000-941.000		05/10/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		05/11/2021	6.00	12.44	74.64
4100000004	Wright, David L	591-536.000-941.000		05/11/2021	2.00	12.44	24.88
4100000004	Wright, David L	202-463.000-941.000		05/12/2021	4.00	12.44	49.76
4100000004	Wright, David L	590-540.000-941.000		05/12/2021	4.00	12.44	49.76
4100000004	Wright, David L	101-780.500-941.000		05/13/2021	1.00	12.44	12.44
4100000004	Wright, David L	202-463.000-941.000		05/13/2021	1.50	12.44	18.66
4100000004	Wright, David L	226-782.000-941.000		05/13/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		05/13/2021	1.50	12.44	18.66
4100000004	Wright, David L	590-540.000-941.000		05/13/2021	2.00	12.44	24.88
4100000004	Wright, David L	101-345.000-941.000		05/14/2021	2.00	12.44	24.88
4100000004	Wright, David L	101-790.000-941.000		05/14/2021	4.00	12.44	49.76
4100000004	Wright, David L	101-780.500-941.000		05/17/2021	2.00	12.44	24.88
4100000004	Wright, David L	101-784.000-941.000		05/17/2021	1.00	12.44	12.44
4100000004	Wright, David L	202-463.000-941.000		05/17/2021	1.00	12.44	12.44
4100000004	Wright, David L	202-463.000-941.000		05/18/2021	2.00	12.44	24.88
4100000004	Wright, David L	203-463.000-941.000		05/18/2021	2.00	12.44	24.88
4100000004	Wright, David L	590-540.000-941.000		05/18/2021	2.00	12.44	24.88
4100000004	Wright, David L	101-783.000-941.000		05/19/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		05/19/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		05/19/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		05/20/2021	2.00	12.44	24.88
4100000004	Wright, David L	101-782.000-941.000		05/21/2021	0.50	12.44	6.22
4100000004	Wright, David L	101-790.000-941.000		05/21/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-793.000-941.000		05/21/2021	1.00	12.44	12.44
4100000004	Wright, David L	202-463.000-941.000		05/21/2021	2.00	12.44	24.88
4100000004	Wright, David L	591-536.000-941.000		05/21/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-780.500-941.000		04/26/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	590-540.000-941.000		04/26/2021	7.00	12.44	87.08
4100000005	Sandford, Jay E	202-463.000-941.000		04/27/2021	8.00	12.44	99.52
4100000005	Sandford, Jay E	590-540.000-941.000		04/28/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	590-542.000-941.000		04/28/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	590-540.000-941.000		04/29/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	591-536.000-941.000		04/29/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	226-783.000-941.000		04/30/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		04/30/2021	6.00	12.44	74.64
4100000005	Sandford, Jay E	226-782.000-941.000		05/10/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		05/10/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	590-540.000-941.000		05/10/2021	6.00	12.44	74.64
4100000005	Sandford, Jay E	202-463.000-941.000		05/11/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		05/11/2021	2.00	12.44	24.88

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000005	Sandford, Jay E	101-782.000-941.000		05/12/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	101-783.000-941.000		05/12/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		05/12/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	203-463.000-941.000		05/13/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		05/13/2021	6.00	12.44	74.64
4100000005	Sandford, Jay E	101-790.000-941.000		05/14/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-793.000-941.000		05/14/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	203-463.000-941.000		05/14/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		05/14/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	591-536.000-941.000		05/14/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	226-782.000-941.000		05/15/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		05/15/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-782.000-941.000		05/16/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		05/16/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	202-463.000-941.000		05/17/2021	6.00	12.44	74.64
4100000005	Sandford, Jay E	226-782.000-941.000		05/17/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		05/17/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		05/18/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	590-540.000-941.000		05/19/2021	3.00	12.44	37.32
4100000005	Sandford, Jay E	590-540.000-941.000		05/20/2021	5.00	12.44	62.20
4400000009	Bosas, Rebecca M	101-783.000-941.000		05/17/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	101-794.000-941.000		05/17/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	590-540.000-941.000		05/17/2021	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	590-540.000-941.000		05/18/2021	8.00	12.44	99.52
4400000009	Bosas, Rebecca M	590-540.000-941.000		05/19/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	226-530.000-941.000		05/20/2021	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	590-540.000-941.000		05/20/2021	5.00	12.44	62.20
4400000009	Bosas, Rebecca M	101-780.500-941.000		05/21/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	202-474.000-941.000		05/21/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	226-783.000-941.000		05/21/2021	2.50	12.44	31.10
4400000009	Bosas, Rebecca M	590-540.000-941.000		05/21/2021	1.00	12.44	12.44
Equipment Totals					290.00		3,607.60
Front Blade	Front Blade/Plow - used on						
Pickup 2WD	6-16 2WD						
Backhoe	Backhoe						
4100000001	Gardner, Rodney E	203-463.000-941.000		04/28/2021	4.00	60.96	243.84
4100000004	Wright, David L	590-540.000-941.000		04/26/2021	3.50	60.96	213.36
4100000004	Wright, David L	590-540.000-941.000		04/28/2021	2.00	60.96	121.92
4100000004	Wright, David L	101-783.000-941.000		04/30/2021	2.00	60.96	121.92
4100000004	Wright, David L	101-783.000-941.000		05/17/2021	2.00	60.96	121.92
City Council Packet Equipment Totals					13.50		822.96

Equipment ID Employee ID	Description Name	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Breaker	Breaker - used on backhoe						
Bucket Truck	No. 06-99						
Bucket	Bucket - used with Bucket						
Brush Hog	NO. 9-02						
Dump	Dump Truck No. 11, 12-02,						
4100000004	Wright, David L	202-463.000-941.000		05/04/2021	2.00	53.63	107.26
4100000004	Wright, David L	226-530.000-941.000		05/05/2021	6.00	53.63	321.78
4100000004	Wright, David L	226-530.000-941.000		05/06/2021	2.00	53.63	107.26
4100000004	Wright, David L	101-783.000-941.000		05/14/2021	1.00	53.63	53.63
4100000004	Wright, David L	203-463.000-941.000		05/14/2021	1.00	53.63	53.63
4100000005	Sandford, Jay E	226-530.000-941.000		05/19/2021	5.00	53.63	268.15
4100000005	Sandford, Jay E	226-530.000-941.000		05/20/2021	3.00	53.63	160.89
Equipment Totals					20.00		1,072.60
UnderbodyScrapr	Underbody Scraper used w/						
Hopper/Salt Box	Hopper/Salt Box use w/ dump						
Sweeper	Sweeper						
4100000001	Gardner, Rodney E	203-463.000-941.000		04/26/2021	5.00	101.43	507.15
4100000001	Gardner, Rodney E	203-463.000-941.000		04/27/2021	4.00	101.43	405.72
4100000001	Gardner, Rodney E	202-463.000-941.000		04/28/2021	4.00	101.43	405.72
4100000001	Gardner, Rodney E	202-463.000-941.000		04/30/2021	8.00	101.43	811.44
4100000001	Gardner, Rodney E	203-463.000-941.000		05/12/2021	6.00	101.43	608.58
4100000001	Gardner, Rodney E	202-463.000-941.000		05/17/2021	4.00	101.43	405.72
4100000001	Gardner, Rodney E	202-463.000-941.000		05/18/2021	6.00	101.43	608.58
4100000001	Gardner, Rodney E	203-463.000-941.000		05/20/2021	6.00	101.43	608.58
4100000001	Gardner, Rodney E	203-463.000-941.000		05/21/2021	4.00	101.43	405.72
Equipment Totals					47.00		4,767.21
Vacuum Cleaner	Sweeper - used with Street						
4100000001	Gardner, Rodney E	202-474.000-941.000		04/29/2021	4.00	32.17	128.68
Equipment Totals					4.00		128.68
Tractor	Tractor						
4100000001	Gardner, Rodney E	101-782.000-941.000		05/06/2021	3.00	48.29	144.87
4100000001	Gardner, Rodney E	101-783.000-941.000		05/06/2021	3.00	48.29	144.87
4100000001	Gardner, Rodney E	101-782.000-941.000		05/12/2021	3.00	48.29	144.87
4100000001	Gardner, Rodney E	101-783.000-941.000		05/12/2021	3.00	48.29	144.87
Equipment Totals					12.00		579.48

Equipment ID Employee ID	Description Name	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Woodchipper	Woodchipper						
4100000004	Wright, David L	226-530.000-941.000		05/05/2021	6.00	30.64	183.84
4100000004	Wright, David L	226-530.000-941.000		05/06/2021	2.00	30.64	61.28
4100000005	Sandford, Jay E	226-530.000-941.000		05/19/2021	5.00	30.64	153.20
4100000005	Sandford, Jay E	226-530.000-941.000		05/20/2021	3.00	30.64	91.92
Equipment Totals					16.00		490.24
Material Heater	Material Heater						
4100000004	Wright, David L	203-463.000-941.000		05/04/2021	4.00	13.16	52.64
4100000004	Wright, David L	203-463.000-941.000		05/05/2021	4.00	13.16	52.64
Equipment Totals					8.00		105.28
Kubota	Kubota #5-18						
4100000004	Wright, David L	101-794.000-941.000		05/17/2021	2.00	13.48	26.96
Equipment Totals					2.00		26.96
Arrow	Arrow						
Trailer	Trailer						

Grand Totals							
Equipment:				19	412.50		11,601.01
Materials:				0	0.00		0.00
Totals:				19			11,601.01

Employee	Pay Code	Date	Hours	Approx Amount
DPW Leave - FT				
4100000005 - Sandford, Jay E	PERS	04/29/2021	2.00	40.38
4100000004 - Wright, David L	VAC	04/30/2021	2.00	47.36
4100000005 - Sandford, Jay E	VAC	05/03/2021	8.00	161.52
4100000005 - Sandford, Jay E	VAC	05/04/2021	8.00	161.52
4100000005 - Sandford, Jay E	VAC	05/05/2021	8.00	161.52
4100000005 - Sandford, Jay E	VAC	05/06/2021	8.00	161.52
4100000005 - Sandford, Jay E	VAC	05/07/2021	8.00	161.52
4100000001 - Gardner, Rodney E	PERS	05/13/2021	4.00	94.72
Totals For: DPW Leave - FT			48.00	990.06
DPW SUPERVISOR				
440000000000012 - Harris, Andrew J	REG	04/26/2021	9.50	424.84
440000000000012 - Harris, Andrew J	REG	04/27/2021	9.50	424.84
440000000000012 - Harris, Andrew J	REG	04/28/2021	9.00	402.48
440000000000012 - Harris, Andrew J	REG	04/29/2021	9.00	402.48
440000000000012 - Harris, Andrew J	REG	04/30/2021	5.50	245.96
440000000000012 - Harris, Andrew J	REG	05/01/2021	1.50	67.08
440000000000012 - Harris, Andrew J	REG	05/03/2021	8.00	357.76
440000000000012 - Harris, Andrew J	REG	05/04/2021	9.50	424.84
440000000000012 - Harris, Andrew J	REG	05/05/2021	9.50	424.84
440000000000012 - Harris, Andrew J	REG	05/06/2021	7.50	335.40
440000000000012 - Harris, Andrew J	REG	05/07/2021	1.50	67.08
440000000000012 - Harris, Andrew J	REG	05/10/2021	9.75	436.02
440000000000012 - Harris, Andrew J	REG	05/11/2021	7.00	313.04
440000000000012 - Harris, Andrew J	REG	05/12/2021	8.75	391.30
440000000000012 - Harris, Andrew J	REG	05/13/2021	9.50	424.84
440000000000012 - Harris, Andrew J	REG	05/14/2021	6.00	268.32
440000000000012 - Harris, Andrew J	REG	05/17/2021	7.00	313.04
440000000000012 - Harris, Andrew J	ABSENT SUPR	05/17/2021	1.00	44.72
440000000000012 - Harris, Andrew J	REG	05/18/2021	7.00	313.04
440000000000012 - Harris, Andrew J	ABSENT SUPR	05/18/2021	1.00	44.72
440000000000012 - Harris, Andrew J	REG	05/19/2021	8.00	357.76
440000000000012 - Harris, Andrew J	REG	05/20/2021	8.00	357.76
440000000000012 - Harris, Andrew J	REG	05/21/2021	7.00	313.04
Totals For: DPW SUPERVISOR			160.00	7,155.20
101-262.000-702.000				
4100000001 - Gardner, Rodney E	REG	05/03/2021	4.00	94.72
4400000008 - May, Curtis R	REG	05/05/2021	1.00	12.97
4100000004 - Wright, David L	REG	05/05/2021	1.00	23.68
Totals For: 101-262.000-702.000			6.00	131.37
101-345.000-702.000				
4100000004 - Wright, David L	REG	04/26/2021	0.50	11.84
4400000008 - May, Curtis R	REG	04/30/2021	0.50	6.49
4400000008 - May, Curtis R	REG	05/06/2021	1.00	12.97
4400000008 - May, Curtis R	REG	05/07/2021	1.50	19.46
4100000004 - Wright, David L	REG	05/07/2021	0.50	11.84
4100000004 - Wright, David L	REG	05/10/2021	1.50	35.52
4100000004 - Wright, David L	REG	05/14/2021	2.00	47.36
4100000004 - Wright, David L	REG	05/18/2021	0.50	11.84
Totals For: 101-345.000-702.000			8.00	157.32
101-780.500-702.000				
4100000005 - Sandford, Jay E	REG	04/26/2021	1.00	20.19
4100000001 - Gardner, Rodney E	REG	04/29/2021	1.00	23.68

From: 04/24/2021 To: 05/21/2021

Employee	Pay Code	Date	Hours	Approx Amount
4400000008 - May, Curtis R	REG	05/04/2021	1.00	12.97
4100000004 - Wright, David L	REG	05/04/2021	1.00	23.68
4100000004 - Wright, David L	REG	05/07/2021	1.00	23.68
4100000004 - Wright, David L	REG	05/13/2021	1.00	23.68
4400000008 - May, Curtis R	REG	05/14/2021	1.00	12.97
4100000004 - Wright, David L	REG	05/17/2021	2.00	47.36
4400000009 - Bosas, Rebecca M	REG	05/21/2021	1.00	20.19
Totals For: 101-780.500-702.000			10.00	208.40
101-781.000-702.000				
4400000008 - May, Curtis R	REG	05/06/2021	2.00	25.94
4100000004 - Wright, David L	REG	05/06/2021	2.00	47.36
Totals For: 101-781.000-702.000			4.00	73.30
101-782.000-702.000				
4400000008 - May, Curtis R	REG	04/27/2021	1.00	12.97
4100000001 - Gardner, Rodney E	REG	05/03/2021	4.00	94.72
4100000001 - Gardner, Rodney E	REG	05/06/2021	3.00	71.04
4400000008 - May, Curtis R	REG	05/07/2021	1.50	19.46
4100000004 - Wright, David L	REG	05/07/2021	1.00	23.68
4100000001 - Gardner, Rodney E	REG	05/12/2021	3.00	71.04
4100000005 - Sandford, Jay E	REG	05/12/2021	2.00	40.38
4400000008 - May, Curtis R	REG	05/14/2021	1.00	12.97
4100000001 - Gardner, Rodney E	REG	05/17/2021	1.00	23.68
4100000004 - Wright, David L	REG	05/18/2021	0.50	11.84
4100000004 - Wright, David L	REG	05/20/2021	0.50	11.84
4100000004 - Wright, David L	REG	05/21/2021	0.50	11.84
Totals For: 101-782.000-702.000			19.00	405.46
101-783.000-702.000				
4400000008 - May, Curtis R	REG	04/27/2021	1.00	12.97
4400000008 - May, Curtis R	REG	04/28/2021	1.00	12.97
4100000004 - Wright, David L	REG	04/30/2021	2.00	47.36
4400000008 - May, Curtis R	REG	05/03/2021	2.00	25.94
4100000004 - Wright, David L	REG	05/03/2021	2.00	47.36
4100000001 - Gardner, Rodney E	REG	05/06/2021	3.00	71.04
4100000004 - Wright, David L	REG	05/07/2021	1.00	23.68
4100000001 - Gardner, Rodney E	REG	05/12/2021	3.00	71.04
4100000005 - Sandford, Jay E	REG	05/12/2021	2.00	40.38
4400000008 - May, Curtis R	REG	05/14/2021	1.00	12.97
4100000004 - Wright, David L	REG	05/14/2021	1.00	23.68
4400000009 - Bosas, Rebecca M	REG	05/17/2021	2.00	40.38
4100000001 - Gardner, Rodney E	REG	05/17/2021	1.00	23.68
4100000004 - Wright, David L	REG	05/17/2021	2.00	47.36
4100000004 - Wright, David L	REG	05/18/2021	0.50	11.84
4100000004 - Wright, David L	REG	05/19/2021	1.00	23.68
4100000004 - Wright, David L	REG	05/20/2021	0.50	11.84
4100000004 - Wright, David L	REG	05/21/2021	0.50	11.84
Totals For: 101-783.000-702.000			26.50	560.01
101-784.000-702.000				
4100000004 - Wright, David L	REG	05/17/2021	1.00	23.68
Totals For: 101-784.000-702.000			1.00	23.68
101-790.000-702.000				
4100000004 - Wright, David L	REG	04/26/2021	0.50	11.84
4100000004 - Wright, David L	REG	04/29/2021	0.50	11.84

From: 04/24/2021 To: 05/21/2021

Employee	Pay Code	Date	Hours	Approx Amount
4400000008 - May, Curtis R	REG	04/30/2021	1.50	19.46
4400000008 - May, Curtis R	REG	05/06/2021	1.00	12.97
4400000008 - May, Curtis R	REG	05/07/2021	3.50	45.40
4100000004 - Wright, David L	REG	05/07/2021	3.00	71.04
4100000004 - Wright, David L	REG	05/10/2021	1.00	23.68
4400000008 - May, Curtis R	REG	05/14/2021	4.00	51.88
4100000005 - Sandford, Jay E	REG	05/14/2021	1.00	20.19
4100000004 - Wright, David L	REG	05/14/2021	4.00	94.72
4100000004 - Wright, David L	REG	05/18/2021	0.50	11.84
4100000004 - Wright, David L	REG	05/21/2021	1.00	23.68
Totals For: 101-790.000-702.000			21.50	398.54
101-793.000-702.000				
4400000008 - May, Curtis R	REG	05/07/2021	1.00	12.97
4100000004 - Wright, David L	REG	05/07/2021	0.50	11.84
4100000004 - Wright, David L	REG	05/13/2021	0.50	11.84
4100000005 - Sandford, Jay E	REG	05/14/2021	2.00	40.38
4100000005 - Sandford, Jay E	REG	05/21/2021	2.00	40.38
4100000004 - Wright, David L	REG	05/21/2021	1.00	23.68
Totals For: 101-793.000-702.000			7.00	141.09
101-794.000-702.000				
4100000004 - Wright, David L	REG	04/28/2021	1.00	23.68
4400000009 - Bosas, Rebecca M	REG	05/17/2021	2.00	40.38
4100000004 - Wright, David L	REG	05/17/2021	2.00	47.36
4100000004 - Wright, David L	REG	05/20/2021	2.00	47.36
Totals For: 101-794.000-702.000			7.00	158.78
202-441.000-702.000-441.000				
4100000004 - Wright, David L	REG	04/26/2021	0.50	11.84
4400000008 - May, Curtis R	REG	04/27/2021	1.50	19.46
4400000008 - May, Curtis R	REG	04/28/2021	1.00	12.97
4400000008 - May, Curtis R	REG	04/30/2021	1.00	12.97
4400000008 - May, Curtis R	REG	05/03/2021	1.50	19.46
4400000008 - May, Curtis R	REG	05/04/2021	0.50	6.49
4400000008 - May, Curtis R	REG	05/06/2021	1.00	12.97
4400000008 - May, Curtis R	REG	05/07/2021	0.50	6.49
4100000004 - Wright, David L	REG	05/10/2021	0.50	11.84
4400000008 - May, Curtis R	REG	05/11/2021	0.50	6.49
4100000004 - Wright, David L	REG	05/13/2021	0.50	11.84
4400000008 - May, Curtis R	REG	05/14/2021	1.00	12.97
Totals For: 202-441.000-702.000-441.000			10.00	145.79
202-463.000-702.000				
4400000008 - May, Curtis R	REG	04/27/2021	2.50	32.43
4100000005 - Sandford, Jay E	REG	04/27/2021	8.00	161.52
4100000004 - Wright, David L	REG	04/27/2021	6.00	142.08
4100000001 - Gardner, Rodney E	REG	04/28/2021	4.00	94.72
4100000001 - Gardner, Rodney E	REG	04/30/2021	8.00	189.44
4100000004 - Wright, David L	REG	05/04/2021	2.00	47.36
4100000005 - Sandford, Jay E	REG	05/11/2021	6.00	121.14
4400000008 - May, Curtis R	REG	05/12/2021	6.00	77.82
4100000004 - Wright, David L	REG	05/12/2021	4.00	94.72
4100000004 - Wright, David L	REG	05/13/2021	1.50	35.52
4100000001 - Gardner, Rodney E	REG	05/17/2021	4.00	94.72
4100000005 - Sandford, Jay E	REG	05/17/2021	6.00	121.14
4100000004 - Wright, David L	REG	05/17/2021	1.00	23.68

Employee	Pay Code	Date	Hours	Approx Amount
4100000001 - Gardner, Rodney E	REG	05/18/2021	6.00	142.08
4100000004 - Wright, David L	REG	05/18/2021	2.00	47.36
4100000001 - Gardner, Rodney E	REG	05/19/2021	6.00	142.08
4100000004 - Wright, David L	REG	05/21/2021	2.00	47.36
Totals For: 202-463.000-702.000			75.00	1,615.17
202-474.000-702.000				
4100000001 - Gardner, Rodney E	REG	04/29/2021	4.00	94.72
4400000008 - May, Curtis R	REG	05/13/2021	4.00	51.88
4400000009 - Bosas, Rebecca M	REG	05/21/2021	2.00	40.38
Totals For: 202-474.000-702.000			10.00	186.98
203-463.000-702.000				
4100000001 - Gardner, Rodney E	REG	04/26/2021	5.00	118.40
4100000001 - Gardner, Rodney E	REG	04/27/2021	4.00	94.72
4100000001 - Gardner, Rodney E	REG	04/28/2021	4.00	94.72
4100000004 - Wright, David L	REG	04/29/2021	1.50	35.52
4400000008 - May, Curtis R	REG	05/04/2021	4.00	51.88
4100000004 - Wright, David L	REG	05/04/2021	4.00	94.72
4100000001 - Gardner, Rodney E	REG	05/07/2021	2.00	47.36
4400000008 - May, Curtis R	REG	05/10/2021	4.00	51.88
4400000008 - May, Curtis R	REG	05/11/2021	5.50	71.34
4100000005 - Sandford, Jay E	REG	05/13/2021	2.00	40.38
4100000001 - Gardner, Rodney E	REG	05/14/2021	8.00	189.44
4100000005 - Sandford, Jay E	REG	05/14/2021	2.00	40.38
4100000004 - Wright, David L	REG	05/14/2021	1.00	23.68
4100000004 - Wright, David L	REG	05/18/2021	2.00	47.36
4100000001 - Gardner, Rodney E	REG	05/20/2021	6.00	142.08
4100000001 - Gardner, Rodney E	REG	05/21/2021	4.00	94.72
Totals For: 203-463.000-702.000			59.00	1,238.58
203-474.000-702.000				
4100000005 - Sandford, Jay E	REG	05/21/2021	2.00	40.38
Totals For: 203-474.000-702.000			2.00	40.38
226-528.000-702.000				
4100000004 - Wright, David L	REG	05/03/2021	1.00	23.68
Totals For: 226-528.000-702.000			1.00	23.68
226-530.000-702.000				
4100000001 - Gardner, Rodney E	REG	05/05/2021	6.00	142.08
4400000008 - May, Curtis R	REG	05/05/2021	6.50	84.31
4100000004 - Wright, David L	REG	05/05/2021	6.00	142.08
4100000004 - Wright, David L	REG	05/06/2021	2.00	47.36
4400000009 - Bosas, Rebecca M	REG	05/19/2021	5.00	100.95
4100000005 - Sandford, Jay E	REG	05/19/2021	5.00	100.95
4100000004 - Wright, David L	REG	05/19/2021	5.00	118.40
4400000009 - Bosas, Rebecca M	REG	05/20/2021	3.00	60.57
4100000005 - Sandford, Jay E	REG	05/20/2021	3.00	60.57
4100000004 - Wright, David L	REG	05/20/2021	3.00	71.04
Totals For: 226-530.000-702.000			44.50	928.31
226-782.000-702.000				
4400000008 - May, Curtis R	REG	04/26/2021	1.00	12.97
4100000004 - Wright, David L	REG	04/28/2021	1.00	23.68
4100000001 - Gardner, Rodney E	REG	04/29/2021	1.00	23.68

From: 04/24/2021 To: 05/21/2021

Employee	Pay Code	Date	Hours	Approx Amount
4400000008 - May, Curtis R	REG	04/30/2021	1.00	12.97
4400000008 - May, Curtis R	REG	05/03/2021	1.00	12.97
4100000004 - Wright, David L	REG	05/03/2021	1.00	23.68
4400000008 - May, Curtis R	REG	05/04/2021	0.50	6.49
4100000005 - Sandford, Jay E	REG	05/10/2021	1.00	20.19
4400000008 - May, Curtis R	REG	05/11/2021	1.00	12.97
4100000001 - Gardner, Rodney E	REG	05/12/2021	1.00	23.68
4100000004 - Wright, David L	REG	05/13/2021	1.00	23.68
4100000005 - Sandford, Jay E	15X	05/15/2021	1.00	30.29
4100000005 - Sandford, Jay E	2X	05/16/2021	1.00	40.38
4100000005 - Sandford, Jay E	REG	05/17/2021	1.00	20.19
4100000004 - Wright, David L	REG	05/19/2021	1.00	23.68
4400000009 - Bosas, Rebecca M	REG	05/21/2021	0.50	10.10
Totals For: 226-782.000-702.000			15.00	321.60
226-783.000-702.000				
4400000008 - May, Curtis R	REG	04/26/2021	1.00	12.97
4100000004 - Wright, David L	REG	04/26/2021	1.00	23.68
4100000001 - Gardner, Rodney E	REG	04/29/2021	2.00	47.36
4400000008 - May, Curtis R	REG	04/30/2021	1.00	12.97
4100000005 - Sandford, Jay E	REG	04/30/2021	2.00	40.38
4400000008 - May, Curtis R	REG	05/03/2021	2.50	32.43
4100000004 - Wright, David L	REG	05/03/2021	2.00	47.36
4400000008 - May, Curtis R	REG	05/04/2021	2.00	25.94
4400000008 - May, Curtis R	REG	05/05/2021	1.50	19.46
4100000004 - Wright, David L	REG	05/05/2021	1.00	23.68
4400000008 - May, Curtis R	REG	05/06/2021	1.00	12.97
4100000004 - Wright, David L	REG	05/06/2021	1.00	23.68
4100000004 - Wright, David L	REG	05/07/2021	1.00	23.68
4100000005 - Sandford, Jay E	REG	05/10/2021	1.00	20.19
4100000004 - Wright, David L	REG	05/10/2021	1.00	23.68
4400000008 - May, Curtis R	REG	05/11/2021	1.00	12.97
4100000001 - Gardner, Rodney E	REG	05/12/2021	1.00	23.68
4100000004 - Wright, David L	REG	05/13/2021	1.50	35.52
4100000005 - Sandford, Jay E	15X	05/15/2021	1.00	30.29
4100000005 - Sandford, Jay E	2X	05/16/2021	1.00	40.38
4100000005 - Sandford, Jay E	REG	05/17/2021	1.00	20.19
4100000005 - Sandford, Jay E	REG	05/18/2021	1.00	20.19
4100000004 - Wright, David L	REG	05/19/2021	1.00	23.68
4100000001 - Gardner, Rodney E	REG	05/20/2021	2.00	47.36
4400000009 - Bosas, Rebecca M	REG	05/21/2021	2.50	50.48
Totals For: 226-783.000-702.000			34.00	695.17
226-793.000-702.000				
4400000008 - May, Curtis R	REG	04/30/2021	1.00	12.97
Totals For: 226-793.000-702.000			1.00	12.97
590-540.000-702.000				
4100000001 - Gardner, Rodney E	REG	04/26/2021	3.00	71.04
4400000008 - May, Curtis R	REG	04/26/2021	6.00	77.82
4100000005 - Sandford, Jay E	REG	04/26/2021	7.00	141.33
4100000004 - Wright, David L	REG	04/26/2021	5.50	130.24
4100000001 - Gardner, Rodney E	REG	04/27/2021	4.00	94.72
4100000004 - Wright, David L	REG	04/27/2021	2.00	47.36
4400000008 - May, Curtis R	REG	04/28/2021	6.00	77.82
4100000005 - Sandford, Jay E	REG	04/28/2021	4.00	80.76
4100000004 - Wright, David L	REG	04/28/2021	4.00	94.72
4100000005 - Sandford, Jay E	REG	04/29/2021	4.00	80.76

From: 04/24/2021 To: 05/21/2021

Employee	Pay Code	Date	Hours	Approx Amount
4100000004 - Wright, David L	15X	04/29/2021	3.00	106.56
4100000004 - Wright, David L	REG	04/29/2021	6.00	142.08
4100000005 - Sandford, Jay E	REG	04/30/2021	6.00	121.14
4100000004 - Wright, David L	REG	04/30/2021	2.00	47.36
4100000001 - Gardner, Rodney E	15X	05/01/2021	2.00	71.04
4100000001 - Gardner, Rodney E	2X	05/02/2021	5.00	236.80
4100000001 - Gardner, Rodney E	REG	05/05/2021	2.00	47.36
4400000008 - May, Curtis R	REG	05/06/2021	1.00	12.97
4100000004 - Wright, David L	REG	05/06/2021	3.00	71.04
4100000001 - Gardner, Rodney E	REG	05/10/2021	8.00	189.44
4100000005 - Sandford, Jay E	REG	05/10/2021	6.00	121.14
4100000004 - Wright, David L	REG	05/10/2021	3.00	71.04
4100000001 - Gardner, Rodney E	REG	05/11/2021	8.00	189.44
4100000005 - Sandford, Jay E	REG	05/11/2021	2.00	40.38
4100000004 - Wright, David L	REG	05/11/2021	6.00	142.08
4100000005 - Sandford, Jay E	REG	05/12/2021	4.00	80.76
4100000004 - Wright, David L	REG	05/12/2021	4.00	94.72
4100000001 - Gardner, Rodney E	REG	05/13/2021	4.00	94.72
4100000005 - Sandford, Jay E	REG	05/13/2021	6.00	121.14
4100000004 - Wright, David L	REG	05/13/2021	2.00	47.36
4100000005 - Sandford, Jay E	REG	05/14/2021	1.00	20.19
4400000009 - Bosas, Rebecca M	REG	05/17/2021	4.00	80.76
4100000001 - Gardner, Rodney E	REG	05/17/2021	2.00	47.36
4400000009 - Bosas, Rebecca M	REG	05/18/2021	8.00	161.52
4100000001 - Gardner, Rodney E	REG	05/18/2021	2.00	47.36
4100000005 - Sandford, Jay E	REG	05/18/2021	7.00	141.33
4100000004 - Wright, David L	REG	05/18/2021	2.00	47.36
4400000009 - Bosas, Rebecca M	REG	05/19/2021	3.00	60.57
4100000005 - Sandford, Jay E	REG	05/19/2021	3.00	60.57
4400000009 - Bosas, Rebecca M	REG	05/20/2021	5.00	100.95
4100000005 - Sandford, Jay E	REG	05/20/2021	5.00	100.95
4100000004 - Wright, David L	REG	05/20/2021	2.00	47.36
4400000009 - Bosas, Rebecca M	REG	05/21/2021	2.00	40.38
4100000001 - Gardner, Rodney E	REG	05/21/2021	4.00	94.72
4100000005 - Sandford, Jay E	REG	05/21/2021	2.00	40.38
4100000004 - Wright, David L	REG	05/21/2021	2.00	47.36
Totals For: 590-540.000-702.000			182.50	4,084.26
590-542.000-702.000				
4100000005 - Sandford, Jay E	REG	04/28/2021	4.00	80.76
4100000001 - Gardner, Rodney E	REG	05/04/2021	8.00	189.44
4100000001 - Gardner, Rodney E	REG	05/06/2021	2.00	47.36
4100000001 - Gardner, Rodney E	REG	05/07/2021	2.00	47.36
Totals For: 590-542.000-702.000			16.00	364.92
591-536.000-702.000				
4100000004 - Wright, David L	REG	04/28/2021	2.00	47.36
4100000005 - Sandford, Jay E	REG	04/29/2021	2.00	40.38
4100000004 - Wright, David L	REG	04/30/2021	2.00	47.36
4100000004 - Wright, David L	15X	05/03/2021	2.00	71.04
4100000004 - Wright, David L	REG	05/03/2021	2.00	47.36
4100000001 - Gardner, Rodney E	REG	05/07/2021	2.00	47.36
4100000004 - Wright, David L	REG	05/11/2021	2.00	47.36
4100000005 - Sandford, Jay E	REG	05/14/2021	2.00	40.38
4100000001 - Gardner, Rodney E	REG	05/19/2021	2.00	47.36
4100000005 - Sandford, Jay E	REG	05/21/2021	2.00	40.38
4100000004 - Wright, David L	REG	05/21/2021	1.00	23.68
Totals For: 591-536.000-702.000			21.00	500.02

Employee	Pay Code	Date	Hours	Approx Amount
591-537.000-702.000				
4100000001 - Gardner, Rodney E	REG	05/07/2021	2.00	47.36
4100000004 - Wright, David L	REG	05/10/2021	1.00	23.68
Totals For: 591-537.000-702.000			3.00	71.04
661-795.000-702.000				
4400000008 - May, Curtis R	REG	04/30/2021	0.50	6.49
4100000004 - Wright, David L	REG	05/04/2021	1.00	23.68
4400000008 - May, Curtis R	REG	05/06/2021	1.00	12.97
4400000008 - May, Curtis R	REG	05/13/2021	1.00	12.97
Totals For: 661-795.000-702.000			3.50	56.11
Grand Totals:			795.50	20,688.19

May 2021	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#6-16 2WD gas	207.0		17.0		
#1-20 4WD diesel	1338.0				
#7-15 4WD gas	339.0		27.0		
#3-08 P/U 4WD gas	457.0		76.7		
#10-18 P/U diesel	533.0				39.5
#2-08 P/U 4WD gas	456.0		46.4		
#6-00 BACKHOE diesel					
#11 DUMP gas					
#12-02 DUMP diesel	30.0				
#12-04 DUMP diesel	14.0				
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					
#19 JD TRACTOR diesel					9.0
#06-99 BUCKET TRUCK gas					
#21 WOOD CHIPPER diesel					
#807 STREET SWEEPER diesel	98.0				62.0
#42 ASPHALT HEATER diesel					
#37 TRAIL ARROW					
#10-15 GEN gas					
#5-18 KUBOTA (Hours)			2.2		
gas can			12.5		
TOTAL	3472.0		181.8		110.5

Public Works
Monthly Work Orders

06/02/21

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
ELEC21-0061 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	05/03/21 05/03/21	ELEC SETUP/TAKEDOI
ELEC21-0062 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	05/05/21 05/05/21	ELEC SETUP/TAKEDOI
FNRD21-1897 COMPLETED	LU10-009151-0000-03	DAVIS, LYNN L 9151 LUEA LN	05/06/21 05/06/21	FINAL READ
WMBK21-0115 COMPLETED	DY10-003380-0000-01	BURGESS, RALPH 3380 DYE RD	05/01/21 05/02/21	WATER MAIN BREAK
FNRD21-1899 COMPLETED	GR10-005273-0000-09	PINKSTON, JEFFREY 5273 GREENLEAF DR	05/03/21 05/03/21	FINAL READ
REPL21-0073 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	05/03/21 05/03/21	METER REPLACEMENT
RPLR21-0041 COMPLETED	WI10-005363-0000-01	ABRAMS PARK 5363 WINSHALL DR	05/03/21 05/03/21	REPLACE READER
WTON21-1371 COMPLETED	MO10-004495-0000-02	DR. BOBBY GROSSI 4495 MORRISH RD	05/04/21 05/04/21	WATER TURN ON
FNRD21-1900 COMPLETED	CH20-009136-0000-01	TIMMINS, BRENDA 9136 CHESTERFIELD DR	05/04/21 05/04/21	FINAL READ
FNRD21-1901 COMPLETED	CA10-008342-0000-10	KARADSHEH, HEATHER 8342 CAPPY LN	05/06/21 05/06/21	FINAL READ
WOFF21-2361 COMPLETED	GR10-005331-0000-09	FISHER, JASON 5331 GREENLEAF DR	05/06/21 05/06/21	WATER TURN OFF
WTON21-1372 COMPLETED	GR10-005331-0000-09	FISHER, JASON 5331 GREENLEAF DR	05/06/21 05/06/21	WATER TURN ON
READ21-0863 COMPLETED	MI10-008138-0000-01	SHARP FUNERAL HOME 8138 MILLER RD	05/07/21 05/07/21	READ METER
FNRD21-1902 COMPLETED	DO10-005392-0000-02	TOMCZAK. DEVIN 5392 DON SHENK DR	05/10/21 05/10/21	FINAL READ
READ21-0864 COMPLETED	WO10-005365-0000-05	HOLTZ, HILARY 5365 WORCHESTER DR	05/10/21 05/10/21	READ METER
WOFF21-2362 COMPLETED	WO10-005365-0000-05	HOLTZ, HILARY 5365 WORCHESTER DR	05/10/21 05/10/21	WATER TURN OFF
WOFF21-2363 COMPLETED	MC10-005095-0000-05	KLORRES, ALICIA 5095 MC LAIN ST	05/11/21 05/11/21	WATER TURN OFF
DRAN21-0077 COMPLETED	PA10-007064-0000-01	TAVERNITI, TIMOTHY 7064 PARK RIDGE PKY	05/11/21 05/13/21	STORM DRAINS
WTON21-1373 COMPLETED	MC10-005095-0000-05	KLORRES, ALICIA 5095 MC LAIN ST	05/11/21 05/11/21	WATER TURN ON
21-000001 COMPLETED	CH10-009101-0000-02	WARREN, DORENE 9101 CHELMSFORD DR	05/12/21 05/12/21	WATER QUALITY

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
SI-000049	BR20-007025-0000-01	MC CAUGHNA, GILBERT 7025 BRISTOL RD	05/12/21	SIGNS
FNRD21-1903 COMPLETED	CH20-009328-0000-02	SPENCER, JULIE 9328 CHESTERFIELD DR	05/14/21 05/14/21	FINAL READ
FNRD21-1904 COMPLETED	WI10-005145-0000-01	EARLE, GEORGE 5145 WINSHALL DR	05/14/21 05/14/21	FINAL READ
FNRD21-1905 COMPLETED	DO10-005267-0000-08	HETCHLER, CARRIE 5267 DON SHENK DR	05/13/21 05/14/21	FINAL READ
GWO21-0598	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	05/14/21	GENERIC WORK ORDER
WTON21-1374 COMPLETED	SE20-005345-0000-01	RENO, DENNIS 5345 SEYMOUR RD	05/19/21 05/19/21	WATER TURN ON
WTON21-1375 COMPLETED	FO20-008059-SPRI-00	VETERAN'S MEMORIAL 8059 PAUL FORTINO DR	05/18/21 05/18/21	WATER TURN ON
WOFF21-2364 COMPLETED	DO10-005363-0000-04	METCALFE, WILLIAM 5363 DON SHENK DR	05/18/21 05/18/21	WATER TURN OFF
WOFF21-2365 COMPLETED	MI10-005354-0000-08	OHARA, DANETTE 5354 MILLER RD	05/18/21 05/18/21	WATER TURN OFF
WOFF21-2366 COMPLETED	MO10-004062-0000-02	THOMPSON, DAVID J 4062 MORRISH RD	05/18/21 05/18/21	WATER TURN OFF
WOFF21-2367 COMPLETED	WO10-005192-0000-01	MORRISON, PAUL W 5192 WORCHESTER DR	05/18/21 05/18/21	WATER TURN OFF
WOFF21-2368 COMPLETED	YA10-007036-0000-03	ROBISON, JACK 7036 YARMY DR	05/18/21 05/18/21	WATER TURN OFF
FNRD21-1906	MO10-004318-0000-04	HEMPHILL, ROGER 4318 MORRISH RD	05/19/21	FINAL READ
WTON21-1376 COMPLETED	MI10-005354-0000-08	OHARA, DANETTE 5354 MILLER RD	05/18/21 05/18/21	WATER TURN ON
WTON21-1377	YA10-007036-0000-03	ROBISON, JACK 7036 YARMY DR	05/18/21 05/18/21	WATER TURN ON
WTON21-1378 COMPLETED	DO10-005363-0000-04	METCALFE, WILLIAM 5363 DON SHENK DR	05/20/21 05/20/21	WATER TURN ON
21-000002	CO20-007455-0000-03	MCGINNIS, RUTH 7455 COUNTRY MEADOW DR	05/20/21	WATER QUALITY
21-000003	SP10-004392-0000-01	JACKSON, CAROL 4392 SPRINGBROOK DR	05/20/21	WATER QUALITY
WOFF21-2369 COMPLETED	MA20-008099-0000-01	MAC AULEY, ALGER 8099 MAPLE ST	05/20/21 05/20/21	WATER TURN OFF
BXRP21-0188 COMPLETED	MA20-008099-0000-01	MAC AULEY, ALGER 8099 MAPLE ST	05/20/21 05/25/21	CURB BOX REPAIR
WTON21-1379 COMPLETED	BI10-005167-0000-01	CRAIN, NORMAN 5167 BIRCHCREST DR	05/20/21 05/20/21	WATER TURN ON
SWBK21-0080	SE20-005276-0000-04	EDGAR, GARY JR	05/21/21	SEWER BACKUP

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		5276 SEYMOUR RD	05/21/21	
GWO21-0599	EL10-004125-0000-01	ELMS PARK	05/24/21	GENERIC WORK ORDER
COMPLETED		4125 ELMS RD	05/24/21	
FNRD21-1908	MI10-008475-0000-06	SMITH, BRYAN	05/24/21	FINAL READ
COMPLETED		8475 MILLER RD	05/25/21	
FNRD21-1909	GR10-005396-0000-04	SKYNER, KAYLA	05/24/21	FINAL READ
COMPLETED		5396 GREENLEAF DR	05/25/21	
WTON21-1381	MA20-008099-0000-01	MAC AULEY, ALGER	05/25/21	WATER TURN ON
COMPLETED		8099 MAPLE ST	05/25/21	
WOFF21-2370	SE20-005242-0000-02	STRALEY, JEFFREY	05/25/21	WATER TURN OFF
COMPLETED		5242 SEYMOUR RD	05/25/21	
FNRD21-1910	MA20-008064-0000-02	BENNETT, LINDA	05/25/21	FINAL READ
COMPLETED		8064 MAPLE ST	05/25/21	
FNRD21-1912	MI10-007215-0000-03	CURTIS, LORA	05/26/21	FINAL READ
COMPLETED		7215 MILLER RD	05/26/21	
FNRD21-1914	DU10-005213-0000-07	PINKSTON, DENNIS & KARAN	05/27/21	FINAL READ
COMPLETED		5213 DURWOOD DR	05/27/21	
INSP21-000042	SE20-005317-0000-02	D'ANGELO, STEPHEN	05/27/21	TREE INSPECTION
		5317 SEYMOUR RD		
FNRD21-1907	HE10-005131-0000-03	KRAJNIAK, CHRISTINE	05/28/21	FINAL READ
COMPLETED		5131 HELMSLEY DR	05/28/21	

Total Records: 52

Report Generated: 6/2/2021 8:19 AM
Report Options: Scheduled From: 5/1/2021 To: 5/31/2021

City of Swartz Creek

Building Permit List

2021

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Building							
PB2100025	05/04/21	ERDAJ PROPERTIES LLC		58-35-576-048	\$9,500	\$215.00 8006 MILLER RD	48473-Com Add/Alter/Repair
PB2100026	05/24/21	RBF Construction Inc	(810) 938 8498	58-35-200-007	\$93,000	\$589.00 4140 MORRISH RD	48473-Com Add/Alter/Repair
PB2100027	05/03/21	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-087	\$205,950	\$1,112.00 4278 ALEX MARIN DR	48473 Res Single Family
PB2100028	05/03/21	C & L Ward Bros Co	(810) 652 6622	58-03-533-086	\$6,295	\$135.00 5233 GREENLEAF DR	48473-Res Add/Alter/Repair
PB2100029	05/04/21	J.W. Morgan Construction	(810) 635 9228	58-02-529-021	\$36,000	\$293.00 8067 MILLER RD	48473-Res Add/Alter/Repair
PB2100030	05/11/21	Foundation Systems of Michiga	(734) 838 3895	58-36-526-056	\$3,875	\$105.00 7100 ABBEY LN	48473-Res Add/Alter/Repair
PB2100031	05/13/21	Infinity Home Improvement	(616) 224 1140	58-36-578-010	\$0	\$100.00 7188 MILLER RD	48473-Roofing
PB2100032	05/18/21	Home Pro Roofing	(810) 223 3001	58-02-503-085	\$9,265	\$100.00 5108 WINSHALL DR	48473-Roofing
PB2100033	05/19/21	SWARTWOOD, DAVID & DA		58-01-100-023	\$12,768	\$223.00 5067 MORRISH RD	48473-Res Deck
PB2100034	05/19/21	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-099	\$227,720	\$1,159.00 4289 ALEX MARIN DR	48473 Res Single Family
PB2100035	05/24/21	Lockhart Roofing Co.	(810) 235 9866	58-03-532-031	\$0	\$100.00 5295 OAKVIEW DR	48473-Roofing
PB2100036	05/20/21	DUNHAM, MICHAEL OR CU		58-35-776-058	\$1,050	\$135.00 58 ASHLEY CIR	48473-Res Deck
Total:		12 Permits		Value: \$605,423	Fee Total: \$4,266.00	Total Number of Dwelling Units 2	

Electrical

PE2100013	05/03/21	LJ Electric LLC	(810) 644 7769	58-02-529-021	\$0	\$250.00 8067 MILLER RD	48473-Electrical
PE2100014	05/10/21	Goyette Mechanical	(810) 742 8530	58-03-533-131	\$0	\$140.00 5274 DURWOOD DR	48473-Electrical
PE2100015	05/13/21	ADVANTAGE SERVICES LL		58-29-300-002	\$0	\$140.00 3266 DYE RD	48507-Electrical
PE2100016	05/17/21	KB Electric	(810) 691 0595	58-36-676-084	\$0	\$340.00 7183 RUSSELL DR	48473 Electrical
PE2100017	05/24/21	Deisler Electric, Inc.	(989) 288 6993	58-03-533-072	\$0	\$295.00 5172 GREENLEAF DR	48473-Electrical
PE2100019	05/26/21	Barrett Sign	(989) 792 7446	58-35-576-039	\$0	\$136.00 8048 MILLER RD 1	48473-Electrical
PE2100020	05/27/21	Nuechterlein Electric	(989) 652 2431	58-02-200-036	\$0	\$2,832.00 8230 CRAPO ST	48473 Electrical
PE2100021	05/27/21	B & W Electric	(810) 397 4246	58-36-552-010	\$0	\$305.00 7550 MILLER RD	48473-Electrical

City of Swartz Creek

Building Permit List

2021

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Total:		8 Permits	Value: \$0		Fee Total: \$4,438.00	Total Number of Dwelling Units 0	

Mechanical

PM210023	05/03/21	Kallas Heating & Cooling	(810) 635 4159	58-02-528-014	\$0	\$160.00	5032 FORD ST	48473-Mechanical
PM210024	05/03/21	Ferrigan Heating and Cooling	(810) 308 5270	58-02-529-021	\$0	\$160.00	8067 MILLER RD	48473-Mechanical
PM210025	05/11/21	Maurer Htg & Clg Co	(989) 723 4220	58-03-533-072	\$0	\$300.00	5172 GREENLEAF DR	48473-Mechanical
PM210026	05/18/21	Kallas Heating & Cooling	(810) 635 4159	58-02-501-076	\$0	\$160.00	5022 WINSTON DR	48473-Mechanical
PM210027	05/18/21	BB Service Technician LLC	(810) 348 7255	58-36-676-084	\$0	\$275.00	7183 RUSSELL DR	48473 Mechanical
Total:		5 Permits	Value: \$0		Fee Total: \$1,055.00	Total Number of Dwelling Units 0		

Plumbing

PP210012	05/03/21	NEMER, DIANNE K TRUST		58-36-577-017	\$0	\$142.00	7103 MILLER RD	48473-Plumbing
PP210013	05/03/21	Ballard Plbg Co	(810) 691 9077	58-02-529-021	\$0	\$210.00	8067 MILLER RD	48473-Plumbing
PP210014	05/11/21	Foundation Systems of Michiga	(734) 838 3895	58-36-526-056	\$0	\$140.00	7100 ABBEY LN	48473-Plumbing
PP210015	05/20/21	Absolute Plumbing	(810) 820 8841	58-36-676-084	\$0	\$340.00	7183 RUSSELL DR	48473 Plumbing
PP210016	05/20/21	Absolute Plumbing	(810) 820 8841	58-36-676-087	\$0	\$390.00	4278 ALEX MARIN DR	48473 Plumbing
PP210017	05/20/21	Absolute Plumbing	(810) 820 8841	58-36-676-099	\$0	\$390.00	4289 ALEX MARIN DR	48473 Plumbing
Total:		6 Permits	Value: \$0		Fee Total: \$1,612.00	Total Number of Dwelling Units 0		

City of Swartz Creek Building Permit List 2021

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
PROW-0200	05/03/21	CONSUMERS ENERGY COR		58-30-300-001	\$0 \$100.00	3259 ELMS RD	48473-Right of way
PROW-0201	05/03/21	CONSUMERS ENERGY COR		58-35-576-002	\$0 \$100.00	4438 MORRISH RD	48473-Right of way
PROW-0202	05/06/21	HAWKS, RALPH J & ELEANOR		58-03-531-165	\$0 \$100.00	9301 CHESTERFIELD DR	48473-Right of way
PROW-0203	05/17/21	WOODSIDE BUILDERS, INC (810) 635 2227		58-36-676-099	\$0 \$0.00	4289 ALEX MARIN DR	48473 Right of way
PROW-0204	05/20/21	CONSUMERS ENERGY COR		58-29-551-014	\$0 \$100.00	5354 MILLER RD	48473-Right of way

Total: 5 Permits Value: \$0 Fee Total: \$400.00 Total Number of Dwelling Units 0

Zoning

PZ21-0015	05/17/21	MAR-KING CORPORATION		58-01-502-074	\$0 \$25.00	7499 MILLER RD	48473 Fence
PZ21-0017	05/25/21	REYNOLDS, LAURA SUE		58-36-527-026	\$10,636 \$25.00	7073 PARK RIDGE PKWY	48473-Fence

Total: 2 Permits Value: \$10,636 Fee Total: \$50.00 Total Number of Dwelling Units 0

Permit Total: 38 Value: \$616,059 Fee Total: \$11,821.00

Permit.DateIssued Between 5/1/2021 12:00:00 AM AND 5/31/2021 11:59:59 PM

Certificates With Inspections

06/01/2021

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR210029	4491 FREDRICK ST	04/15/2021	04/15/2021	04/15/2021	05/26/2021	04/15/2024	Certified
Initial	JKEY	Matt Hart	Completed	Complied			

Population: All Records

Record Count: 1

Certificate.DateIssued Between 4/1/2021 12:00:00 AM
AND 4/30/2021 11:59:59 PM

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7179 RUSSELL DR	58-36-676-083	Basement floor	05/03/2021	05/03/2021	Disapproved
3475 ELMS RD	58-30-551-004	Final	05/03/2021	05/03/2021	Approved
3475 ELMS RD	58-30-551-004	Final	05/03/2021	05/03/2021	Approved
4112 ELMS RD	58-36-526-021	Status	05/04/2021	05/04/2021	Complied
8051 INGALLS ST	58-02-200-011	Ordinance	05/04/2021	05/04/2021	Violation(s)
5090 WINSTON DR	58-02-501-067	Final	05/04/2021	05/04/2021	Approved
7179 RUSSELL DR	58-36-676-083	Rough	05/04/2021	05/04/2021	Approved
8053 MILLER RD	58-02-529-019	Final	05/04/2021	05/04/2021	Approved
8067 MILLER RD	58-02-529-021	Rough	05/04/2021	05/04/2021	Approved
4355 ELMS RD	58-31-751-004	Final Zoning	05/05/2021	05/05/2021	Approved
8089.5 MILLER RD	58-02-529-027	Initial	05/05/2021	05/05/2021	Violation(s)
8067 MILLER RD	58-02-529-021	Rough	05/05/2021	05/05/2021	Approved
4355 ELMS RD	58-31-751-004	Final	05/05/2021	05/05/2021	Approved
3284 HERITAGE BLVD	58-30-651-091	Final	05/05/2021	05/05/2021	Approved
5019 HAYES ST	58-02-529-006	Status	05/06/2021	05/06/2021	No Change
3431 HERITAGE BLVD	58-30-651-061	Ordinance	05/06/2021	05/06/2021	Violation(s)
6280 MILLER RD	58-31-200-006	Site Inspection	05/06/2021	05/06/2021	No Violation
3500 ELMS RD	58-25-576-007	Ordinance	05/10/2021		
5334 MILLER RD	58-29-551-016	Ordinance	05/10/2021		
7025 MILLER RD	58-36-577-006	Ordinance	05/10/2021		
7029 MILLER RD	58-36-577-008	Ordinance	05/10/2021		
4322 ELMS RD	58-36-577-007	Ordinance	05/10/2021		
7512 GROVE ST	58-01-100-019	Ordinance	05/10/2021		
5365 WORCHESTER DR	58-03-578-015	Ordinance	05/10/2021		
5101 MC LAIN ST	58-02-526-038	Ordinance	05/10/2021		
8067 MILLER RD	58-02-529-021	Framing	05/10/2021	05/10/2021	Partially Approv
4935 ITA CT	58-35-400-016	Open Roof-Building	05/10/2021	05/10/2021	Approved
8250 MILLER RD	58-35-400-018	Status	05/11/2021	05/11/2021	Partially Complie
5365 WORCHESTER DR	58-03-578-015	Condemn House	05/11/2021	05/11/2021	Violation(s)
6509 BRISTOL RD	58-31-501-007	Ordinance	05/11/2021	05/11/2021	Violation(s)
5368 DURWOOD DR	58-03-533-117	Initial	05/11/2021	05/11/2021	Complied
5328 DON SHENK DR	58-02-552-006	Final	05/11/2021	05/11/2021	Approved
7365 MILLER RD	58-01-501-017	Final	05/11/2021	05/11/2021	Approved
8103 CRAPO ST	58-02-530-042	Ordinance	05/12/2021		
7179 RUSSELL DR	58-36-676-083	Basement floor	05/12/2021	05/12/2021	Approved
7470 COUNTRY MEADOW DR	58-36-651-029	Final	05/12/2021	05/12/2021	Approved

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
4278 ALEX MARIN DR	58-36-676-087	Swr & Wtr Tap Ins	05/12/2021	05/12/2021	Disapproved
5019 HAYES ST	58-02-529-006	Status	05/13/2021		
3431 HERITAGE BLVD	58-30-651-061	Status	05/13/2021	05/13/2021	Complied
ELMS RD	58-36-577-009	Ordinance	05/17/2021		
4354 ELMS RD	58-36-577-012	Ordinance	05/17/2021		
8228 MILLER RD	58-35-400-007	Site Inspection	05/17/2021	05/17/2021	No Violation
8053 MILLER RD	58-02-529-019	Final	05/17/2021	05/17/2021	Approved
7183 RUSSELL DR	58-36-676-084	Service	05/17/2021	05/17/2021	Approved
6509 BRISTOL RD	58-31-501-007	Status	05/18/2021		
5044 SECOND ST	58-01-502-035	Ordinance	05/18/2021	05/18/2021	Violation(s)
5128 WORCHESTER DR	58-02-502-039	Ordinance	05/18/2021	05/18/2021	Violation(s)
5409 DURWOOD DR	58-03-533-186	Ordinance	05/18/2021	05/18/2021	Violation(s)
7028 BRISTOL RD	58-25-576-021	Ordinance	05/18/2021	05/18/2021	Violation(s)
5149 OXFORD CT	58-02-501-029	Ordinance	05/18/2021	05/18/2021	Violation(s)
8486 MILLER RD	58-35-551-006	Ordinance	05/18/2021	05/18/2021	Violation(s)
5472 MILLER RD	58-29-551-002	Ordinance	05/18/2021	05/18/2021	Violation(s)
7016 YARMY DR	58-36-526-075	Ordinance	05/18/2021	05/18/2021	Violation(s)
8053 MILLER RD	58-02-529-019	Final	05/18/2021	05/18/2021	Approved
8053 MILLER RD	58-02-529-019	Final	05/18/2021	05/18/2021	Approved
5032 FORD ST	58-02-528-014	Final	05/18/2021	05/18/2021	Approved
4278 ALEX MARIN DR	58-36-676-087	Swr & Wtr Tap Ins	05/18/2021	05/18/2021	Approved
4935 ITA CT	58-35-400-016	Open Roof-Building	05/18/2021	05/18/2021	Approved
4935 ITA CT	58-35-400-016	Open Roof	05/19/2021	05/19/2021	Approved
7306 MILLER RD	58-36-578-001	Status	05/20/2021	05/20/2021	Partially Complie
4935 ITA CT	58-35-400-016	Open roof	05/20/2021	05/20/2021	Approved
3449 HERITAGE BLVD	58-30-651-025	Final Zoning	05/20/2021	05/20/2021	Approved
6218 MILLER RD	58-31-526-016	Follow Up	05/20/2021	05/20/2021	Complied
7103 MILLER RD	58-36-577-017	Follow Up	05/20/2021	05/20/2021	Complied
7100 ABBEY LN	58-36-526-056	Final	05/20/2021	05/20/2021	Disapproved
7100 ABBEY LN	58-36-526-056	Final	05/20/2021	05/20/2021	Disapproved
5022 WINSTON DR	58-02-501-076	Final	05/20/2021	05/20/2021	Approved
7183 RUSSELL DR	58-36-676-084	Rough	05/20/2021	05/20/2021	Approved
7183 RUSSELL DR	58-36-676-084	Underground	05/20/2021	05/20/2021	Approved
7550 MILLER RD	58-36-552-010	Framing	05/20/2021	05/20/2021	Approved
3441 HERITAGE BLVD	58-30-651-026	Ordinance	05/24/2021		
6460 BRISTOL RD	58-30-300-002	Ordinance	05/24/2021		

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
4062 MORRISH RD	58-35-200-005	Ordinance	05/24/2021		
7183 RUSSELL DR	58-36-676-084	Basement floor	05/24/2021	05/24/2021	Approved
8461 MILLER RD	58-02-501-079	Status	05/25/2021	05/25/2021	Complied
5151 BIRCHCREST DR	58-03-531-081	Status	05/25/2021	05/25/2021	Complied
8051 INGALLS ST	58-02-200-011	Status	05/25/2021	05/25/2021	Complied
5128 WORCHESTER DR	58-02-502-039	Status	05/25/2021	05/25/2021	No Change
5044 SECOND ST	58-01-502-035	Status	05/25/2021	05/25/2021	No Change
5149 OXFORD CT	58-02-501-029	Status	05/25/2021	05/25/2021	Complied
8486 MILLER RD	58-35-551-006	Status	05/25/2021	05/25/2021	Complied
5409 DURWOOD DR	58-03-533-186	Status	05/25/2021	05/25/2021	No Change
6231 BRISTOL RD	58-31-200-003	Citation	05/25/2021	05/25/2021	Partially Complied
5438 SEYMOUR RD	58-03-400-009	Ordinance	05/25/2021	05/25/2021	Violation(s)
6230 ARLINGTON DR	58-30-651-050	Ordinance	05/25/2021		
7177 LINDSEY DR	58-36-676-050	Final	05/25/2021	05/25/2021	Approved
4177 MOUNTAIN ASH LN	58-36-529-020	Final	05/25/2021	05/25/2021	Approved
4177 MOUNTAIN ASH LN	58-36-529-020	Final	05/25/2021	05/25/2021	Approved
58 ASHLEY CIR	58-35-776-058	Post Hole	05/25/2021	05/25/2021	Approved
7177 LINDSEY DR	58-36-676-050	Final	05/25/2021	05/25/2021	Approved
7179 RUSSELL DR	58-36-676-083	Rough	05/25/2021	05/25/2021	Approved
5172 GREENLEAF DR	58-03-533-072	Rough	05/25/2021	05/25/2021	Approved
7188 MILLER RD	58-36-578-010	Open roof	05/26/2021	05/26/2021	Not Ready
4278 ALEX MARIN DR	58-36-676-087	Footing	05/26/2021	05/26/2021	Not Ready
5348 WINSHALL DR	58-02-553-004	Initial	05/26/2021	05/26/2021	Locked Out
7183 RUSSELL DR	58-36-676-084	Masonry	05/26/2021	05/26/2021	Approved
4491 FREDRICK ST	58-36-300-035	Initial	05/26/2021	05/26/2021	Complied
5217 SEYMOUR RD	58-03-533-009	Final Zoning	05/27/2021	05/27/2021	Approved
7188 MILLER RD	58-36-578-010	Open roof	05/27/2021	05/27/2021	Approved
5172 GREENLEAF DR	58-03-533-072	Rough	05/27/2021	05/27/2021	Approved
7179 RUSSELL DR	58-36-676-083	Rough	05/27/2021	05/27/2021	Approved
7183 RUSSELL DR	58-36-676-084	Rough	05/27/2021	05/27/2021	Disapproved
7550 MILLER RD	58-36-552-010	Rough	05/27/2021	05/27/2021	Approved

Inspections: 103

Population: All Records

Inspection.DateTimeScheduled Between 5/1/2021 12:00:00 AM AND 5/31/2021 11:59:59 PM

Enforcements By Category

06/01/21

ANIMALS

Enforcement Number	Address	Status	Filed	Closed
E21-214	7016 YARMY DR	Violation	05/17/21	
E21-216	5438 SEYMOUR RD	Violation	05/24/21	
Total Entries: 2				

BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E21-191	8051 INGALLS ST	Closed	05/03/21	05/25/21
E21-194	6509 BRISTOL RD	Violation	05/10/21	
E21-204	5044 SECOND ST	Violation	05/17/21	
E21-208	5128 WORCHESTER DR	Violation	05/17/21	
E21-209	5409 DURWOOD DR	Violation	05/17/21	
E21-210	7028 BRISTOL RD	Violation	05/17/21	
E21-211	5149 OXFORD CT	Closed	05/17/21	05/25/21
E21-212	8486 MILLER RD	Closed	05/17/21	05/25/21
E21-213	5472 MILLER RD	Violation	05/17/21	
Total Entries: 9				

BUILDING VIOLATIONS

Enforcement Number	Address	Status	Filed	Closed
E21-207	8228 MILLER RD	No Violation	05/17/21	05/17/21
Total Entries: 1				

OCCUPANCY

Enforcement Number	Address	Status	Filed	Closed
E21-193	6280 MILLER RD	No Violation	05/06/21	05/06/21
Total Entries: 1				

Enforcements By Category

06/01/21

PARKING

Enforcement Number	Address	Status	Filed	Closed
E21-192	3431 HERITAGE BLVD	Closed	05/06/21	05/13/21
			Total Entries: 1	

RENTAL NON-COMPLIANCE

Enforcement Number	Address	Status	Filed	Closed
E21-215	6231 BRISTOL RD	Inspection Pending	05/20/21	
			Total Entries: 1	

WEED COMPLAINT

Enforcement Number	Address	Status	Filed	Closed
E21-195	3500 ELMS RD	Cancelled	05/10/21	05/27/21
E21-196	5334 MILLER RD	Inspection Pending	05/24/21	
E21-197	7025 MILLER RD	Inspection Pending	05/17/21	
E21-198	7029 MILLER RD	Inspection Pending	05/17/21	
E21-199	4322 ELMS RD	Inspection Pending	05/17/21	
E21-200	7512 GROVE ST	Inspection Pending	05/14/21	
E21-201	5365 WORCHESTER DR		05/14/21	
E21-202	5101 MC LAIN ST	Cancelled	05/10/21	05/20/21
E21-203	8103 CRAPO ST	Cancelled	05/12/21	05/20/21
E21-205	ELMS RD	Inspection Pending	05/17/21	
E21-206	4354 ELMS RD	Cancelled	05/17/21	05/20/21
E21-217	3441 HERITAGE BLVD	Inspection Pending	05/24/21	
E21-218	6460 BRISTOL RD	Inspection Pending	05/24/21	
E21-219	4062 MORRISH RD	Inspection Pending	05/24/21	
E21-220	6230 ARLINGTON DR	Inspection Pending	05/25/21	

Enforcements By Category

06/01/21

Total Entries: 15

Total Records: 30

Population: All Records

Enforcement.DateFiled Between 5/1/2021 12:00:00 AM AND 5/31/2021 11:59:59 PM



ROWE PROFESSIONAL SERVICES COMPANY

Large Firm Resources. Personal Attention.

May 19, 2021

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

RE: District 3 Sanitary Relief Sewer
Construction Engineering Services Proposal

Dear Mr. Zettel:

ROWE professional Services Company is pleased to provide the City with a proposal for Construction Engineering Services for your District 3 Sanitary Relief Sewer project. As you are aware, the City has awarded the project to Glaeser Dawes. Based on my discussion with Greg Dawes, he anticipates beginning construction in June and anticipates it will take them approximately 20 workdays to complete the project. We have used this duration to determine the number of days for our proposed services.

SCOPE OF SERVICES

ROWE proposes the following scope of services:

1. Provide construction observation, engineering, and contract administration to monitor the Contractor's compliance with the plans, specifications, and the general quality of work performed.
2. Provide construction staking (one trip) for the proposed sanitary sewer.
3. Prepare Pay Applications for Contractor payment, we anticipate there will be one partial and a final payment application.
4. Review shop drawings of proposed materials.
5. Prepare contract documents, such as: Change Orders and Certificate of Final Completion.
6. Administer a pre-construction meeting and one progress meeting with Contractor and City staff to monitor and discuss the progress of the project. Minutes will be developed for each meeting and distributed.
7. Prepare, issue, and monitor progress of Punch List items.
8. Complete a post construction survey to obtain as-constructed data and prepare record drawings of the improvements for the City's use.

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

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

With Offices In: Farmington Hills, MI • Grayling, MI • Kentwood, MI • Lapeer, MI • Mt. Pleasant, MI • Myrtle Beach, SC

www.rowepsc.com

Mr. Adam Zettel, City Manager
May 19, 2021
Page 2

THE FOLLOWING SERVICES ARE NOT INCLUDED IN THE ABOVE SCOPE OF WORK, BUT CAN BE PROVIDED AT THE OWNERS REQUEST:

1. Attending public meetings.
2. Material Sampling or Testing (concrete, asphalt, sand or aggregate).
3. Density testing of the backfill.

COMPENSATION

ROWE proposes the following budget for the scope of items noted above:

<u>Task</u>	<u>Budget</u>
Construction staking and post construction survey:	\$ 2,800
Construction observation based on 20 days at 12 hour per day (10 hours on site), plus, time to attend the preconstruction meeting and coordinate with the contractor.	\$24,900
Prepare record drawings (2 plan and profile sheets)	\$ 1,500
Construction engineering and contract administration	\$ 9,310
Total not to exceed cost of all proposed services:	<u>\$38,510</u>

We will invoice the city monthly based upon the work completed during that billing period based upon our current billing rates.

ROWE appreciates the opportunity to provide this proposal and is looking forward to assisting the city with this project.

Please contact me on my cell phone at (810) 869-5112 if you have any questions.

Sincerely,
ROWE Professional Services Company

Doug Skylis
Digitally signed by Doug Skylis
DN: C=US, E=Dskylis@roweps.com,
O=Rowe Professional Services, CN=Doug
Skylis
Date: 2021.05.19 13:56:47-0400

Douglas P. Skylis, PE
Senior Project Manager

Having reviewed this proposal, including the attached statement of terms and conditions which is a part thereof, acceptance of this proposal is hereby confirmed. ROWE Professional Services Company is authorized to proceed with the work.

Accepted by: _____
Signature Date

Print Name and Title

Attachments: Terms and Conditions

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TERMS AND CONDITIONS

The Owner will designate a representative with the authority to provide direction, receive and review information, and make decisions regarding the project. Decisions and direction shall be provided in a timely manner, so as to not delay the project.

The Engineer will perform services in a timely manner, consistent with sound professional practice. The Engineer will strive to perform the services within the established schedule, if any. Services are considered to be complete when deliverables have been presented to the Owner.

The Owner will provide the Engineer with all available information pertinent to the site of the project and access to the project site.

The Engineer will assist the Owner in preparing applications and documents to secure approvals and permits. The Owner is responsible for payment of permit application fees and charges.

Services provided by the Engineer shall be performed with the care and skill normally exercised by other members of the profession practicing under similar conditions.

The Owner shall promptly notify the Engineer of defects or suspected defects in the work.

The Engineer's opinions of construction costs will be based upon experience and historical information.

The Engineer will be responsible for the safety precautions and programs of its employees only.

If the Engineer is reviewing work by contractors or others on behalf of the Owner, the Engineer may only recommend to the Owner that work which does not conform to the project requirements be rejected.

Payment for work completed shall be made within thirty days of invoicing. Unless otherwise provided, invoices will be submitted monthly as the work progresses.

In the event additional work is needed because of a change in scope or unforeseen conditions, the Engineer will submit a proposal defining the modified scope of work and any modifications to the schedule and fee for the Owner's approval.

This agreement may be terminated by either party with fourteen days written notice; however, the Engineer shall be paid for work completed prior to the date of termination.

All documents prepared by the Engineer in completing this work are considered the Engineer's property as instruments of service and are not intended for re-use by the Owner or others.

The Engineer is an independent contractor, responsible to the Owner for the results of this undertaking and is not an employee or agent of the Owner.

The Owner agrees to limit ROWE Professional Services Company's total liability to the Owner and any contractors on the project to the Engineer's fee of **\$38,510**.

The Owner and Engineer each bind themselves and any partners, successors, and assigns of the other party to this agreement. Neither party will assign, sublet, or transfer their interest in this agreement without the consent of the other party.

The terms of this agreement shall be governed by the laws of the State of Michigan. In the event a provision of this agreement is rendered unlawful, the remaining terms and provisions shall remain in effect.

In performance of this work, the Engineer will comply with their policies regarding non-discrimination against employees on the basis of race, color, religion, national origin or ancestry, age or sex.

**AGREEMENT BY AND BETWEEN THE
CITY OF SWARTZ CREEK AND GFL ENVIRONMENTAL USA, INC.**

THIS AGREEMENT is made and entered into this _____ day of _____, 2021, by and between the City of Swartz Creek, a Michigan municipal corporation, whose offices are located at 8083 Civic Drive, Swartz Creek, Michigan 48473, ("City") and GFL Environmental USA, Inc., a Delaware Corporation, whose offices are located at 26999 Central Park Blvd., Suite 200, Southfield, MI 48076 ("Hauler").

WITNESSETH:

WHEREAS, on or about February 24, 2021, the City received bids for the 2021 Single Hauler Waste Collection and Disposal Program in accordance with the City of Swartz Creek Garbage Collection and Disposal Ordinance ("Ordinance"), Request for Bid Specifications For Collection, Removal and Disposal of Refuse, Recycle and Yard Waste for the City of Swartz Creek, Michigan, Proposal Form, and attachments thereto ("Contract Documents"); and

WHEREAS, Hauler submitted a proposal that has been received, reviewed and determined by the City to be most responsive proposal and offering the best value for the cost of services; and

WHEREAS, representatives of the City and Hauler have met to negotiate the detailed terms and conditions of this Agreement; and

WHEREAS, the City desires to contract for the proposed services with Hauler and Hauler is willing to provide the services as more specifically set forth in the terms of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, the parties agree as follows:

1. Scope of Services

Hauler shall, during the term of this Agreement or any extension thereof, collect, transport and dispose of all items of mixed waste, yard waste and recyclable materials from residential dwelling units and provide other services to the City in accordance with all of the provisions of this Agreement and any applicable federal, state and county laws and ordinances of the City. Hauler shall perform all other terms, conditions, requirements and services as set forth in the Contract Documents and those services that are incidental thereto without any additional compensation other than that set forth in this Agreement and the Contract Documents. Tuesday will be the typical collection day for services. Commercial customers that enter a contract with the City will also receive the same service as residential customers. Each will receive one waste and recycle container. Additional containers may be purchased for \$65.00.

2. Term

The initial term of this Agreement for services shall be for a five (5) year period. The initial term shall begin July 1, 2021 and expire June 30, 2026. Upon mutual agreement of the parties, this Agreement may be extended for additional six (6) month intervals.

3. Compensation

Hauler shall, during the term of this Agreement, collect, transport and dispose of all items of mixed waste and recyclable and yard waste materials at the following rates:

WEEKLY CARTED SOLID WASTE COLLECTION
WEEKLY CARTED RECYCLE COLLECTION AND
WEEKLY YARD WASTE COLLECTION

CONTRACT PERIOD

July 1, 2021 – June 30, 2022	\$12.25 per month per stop
July 1, 2022 – June 30, 2023	\$12.25 per month per stop
July 1, 2023 – June 30, 2024	\$12.62 per month per stop
July 1, 2024 – June 30, 2025	\$13.00 per month per stop
July 1, 2025 – June 30, 2026	\$13.26 per month per stop

Bin Cost (Initial)	Included
Bin Cost (Replacement)	Included
Bin Cost (Additional Cart)	\$65.00

Any owner/occupant requesting the disposal of bulk items that utilized refrigerants, including Freon, shall be responsible for the removal of the refrigerants prior to collection and disposal by Hauler.

Hauler shall not be responsible for the collection and disposal of household hazardous waste and the City acknowledges that such service will not be provided as part of this Agreement.

4. Independent Contractor

Hauler shall be deemed an independent contractor and not an employee of the City. Any and all employees, members or associates of Hauler or other individuals, while engaged in the performance of services for Hauler pursuant to the terms of this Agreement, shall not be considered employees of the City. Any and all claims that may arise on behalf of employees of Hauler or other individuals as a consequent of any act or omission on the part of the employees of Hauler shall in no way be the obligation or responsibility of the City. Hauler fully understands all consequences, financial and legal, of the status of independent contractor.

5. Antidiscrimination Clause

The Hauler shall not discriminate against any employee or applicant for employment to be employed in the performance of this contract, with respect to his or her hire, tenure, terms, conditions or privileges or employment, because of race, color, religion, national origin or ancestry, or because of age or sex, except where based on a bona fide occupations qualification, and to require a similar covenant on the part of any subcontractor employed in the performance of the contract. Breach of this covenant may be regarded as a breach of this contract.

6. Deductions

There shall be deducted from the monthly payment to be made by the City to the contractor \$25.00 for each properly verified incident of failure on the part of the contractor to collect, remove and dispose of garbage, rubbish and trash in accordance with the terms of this contract. A deduction of \$25.00 shall also be made for each properly verified incident of carelessness on the part of the contractor in the emptying of containers or otherwise permitting garbage or rubbish to be strewn on or about the properties. In any case the Hauler, within twenty-four (24) hours after notice of any such complaint, shall fail to make such collections or shall fail to clean up the property depending on the nature of the complaint, an additional deduction of \$25.00 shall be made for each twenty-four (24) hour period during which any such failure shall be allowed to continue after such notice. The sum deducted by the City under this provision shall be deemed to be and shall be taken by the City as liquidated damages to the City and not as a penalty.

7. Insurance Requirements

A. Performance Bond. Hauler shall, at its sole cost and expense, obtain and maintain during the life of this Agreement, a corporate surety bond with a United States Surety Company authorized to do business in the State of Michigan and acceptable to the City attorney, in the amount of Two Hundred and Fifty Thousand and 00/100 (\$250,000.00) Dollars to guarantee full performance of its obligations and faithful adherence to all requirements of this Agreement. Hauler shall provide this corporate surety bond to the City no later than thirty (30) days prior to commencement of operations. The bond shall contain the following endorsement:

“It is hereby understood and agreed that this bond may not be cancelled by the surety and any intention not to renew the bond shall be exercised by the surety not less than sixty (60) days after receipt by the City by registered mail, a written notice of such intent to cancel or not to renew.”

B. Workers Compensation Insurance. Hauler shall provide workers compensation insurance in accordance with all applicable statutes of the State of Michigan. Coverage shall include employer’s liability coverage.

- C. Commercial Automobile Liability Coverage. Hauler shall provide commercial auto liability insurance coverage including Michigan No-fault Coverage for all vehicles used in the performance of this Agreement. Liability coverage shall not be less than One Million (\$1,000,000.00) Dollars per occurrence, combined single limits bodily injury and property damage. Commercial automobile liability coverage must include coverage for all autos, owned, non-owned and hired.
- D. Comprehensive General Liability Insurance to cover bodily injury to persons other than employees and for damage to tangible property, including the loss of use thereof, and including the following exposures:
1. Bodily injury or death; property damage – combined single limit – in the minimum amount of \$1,000,000.
 2. Contractor’s protective coverage for independent contractor or sub-contractors employed by him.
 3. All premises and operations.
 4. Products and completed operations.
 5. Contractual liability, including coverage for the obligation assumed in the indemnification agreement included in this contract.
 6. Broad form excess liability coverage in the amount of \$1,000,000.
- E. Additional Insured. The City shall be named as an additional insured on all policies. Hauler shall provide the City with a Certificate of Insurance evidencing such coverage upon the effective date of the Agreement and maintain on file with the City a current certificate throughout the term of the Agreement.
- F. Proof of Insurance. Hauler shall supply a copy of all insurance policies required under this Section no later than thirty (30) days prior to commencement of operations.

8. Assignment and Subcontracting

Hauler shall not delegate or assign this Agreement, or any part thereof, to an unaffiliated entity nor shall Hauler subcontract this Agreement or any part thereof without the prior written approval of the City, which approval shall not be unreasonably withheld. Hauler may not assign any part of this Agreement by way of sale, merger or acquisition of Hauler without the prior written approval of the City, which shall not be unreasonably withheld.

9. Compliance with All Laws, Rules, Regulations and Licensing Requirements

Hauler shall comply with all federal, state, county and City regulations, ordinances and specifications.

10. Taxes

Hauler shall pay all federal, state and local taxes including, but not limited to, property taxes, sales taxes, social security taxes, income taxes and fees, which may be chargeable against the labor, material, equipment, real estate or any other terms necessary in the performance of this Agreement.

11. Indemnification

Hauler shall, to the fullest extent permitted by law, indemnify, defend and hold harmless the City and its officials, agents and employees from and against all claims, damages, losses, and expenses, including reasonable attorney's fees, which the City may suffer or for which it may be liable, arising out of or resulting from Hauler's or its agent's or employee's negligent or tortious actions or omissions in the performance of this Agreement. This indemnification shall survive the expiration or termination of this Agreement.

12. Billing for Refuse Collection

- A. The Hauler shall bill the City for services rendered for work performed during the month within the ten (10) days following the end of the month. The City shall pay Hauler on or before the 20th day following the receipt of the billing. Such billing shall be based on the price rates set forth in the contract documents.
- B. Vacancies. It shall be the duty of any owner/occupant of a residential dwelling unit to notify Hauler in writing in the event the dwelling unit will be vacated for a period of at least thirty (30) days and not more than ninety (90) days. Notice shall be provided to Hauler at least thirty (30) days prior to the date of vacancy. No charge for collection services shall be imposed on any owner/occupant who provides Hauler with timely notice pursuant to this Section. An owner/occupant of a residential dwelling unit shall be entitled to the vacancy exemption provided herein once per calendar year.
- C. New Ownership or Occupancy. It shall be the duty of any owner/occupant that occupies a residential dwelling unit within the City to contact Hauler upon occupancy in order that the name of the person to be billed will immediately be registered so as to avoid delays in collection. Any owner/occupant of a residential dwelling unit who has obtained a valid building permit from the City but has not yet obtained a Certificate of Occupancy shall be exempt from the provisions of the Ordinance. Upon obtaining a valid Certificate of Occupancy from the City, the

owner/occupant shall immediately notify Hauler of the occupancy date and shall thereafter comply with all of the terms and conditions of the Ordinance.

13. Refuse Removal for Non-Contract Waste and Special Collection

An owner/occupant requesting the removal of non-contract waste may contact Hauler directly. A company representative shall contact the owner/occupant and provide the owner/occupant a quotation for all costs associated with the removal and disposal. The owner/occupant shall sign a form authorizing Hauler to remove the material and invoice the owner/occupant directly for the prices quoted.

14. Customer Communications and Complaint Handling Procedures

Hauler shall designate and dedicate a manager to supervise all work and operations to be performed under the terms of this Agreement. In addition, Hauler shall have at least one (1) full-time field supervisor assigned to the City. The City shall have access to the field supervisor's cell phone number and email address for communication purposes. The field supervisor shall make regular inspections within the City to insure pick-ups are made as scheduled and to review any outstanding complaints.

Hauler shall maintain an office for the administration and receipt of customer service calls and complaints. The office shall be open and available for such calls Monday through Friday 7:30 a.m. to 5:30 p.m., local time. The office shall contain a local telephone number available to receive all service complaints which shall be logged by Hauler. Hauler shall provide at least one (1) full-time customer service representative in the office during all hours of operation to receive and address complaints and receive order for special pick-up service.

The field supervisor will generally address complaints by the end of each business day with a maximum time limit of twenty-four (24) hours from the receipt of a complaint. The complaint resolution action will be logged no later than the next business day. A written monthly report shall be supplied by Hauler to the City or be made accessible in a computer electronic format, via email or the internet, indicating all complaints and resolution action.

Hauler shall provide complete service for each day's route as scheduled. Service shall be provided Monday through Saturday. Hauler shall not commence collection in residential areas prior to 7:00 a.m. and shall complete shall service by 8:00 p.m. Hauler employees shall pick-up all blown, littered and broken materials occurring during the point of collection resulting from its collection and hauling operations.

Hauler shall exercise reasonable care and diligence in handling all containers. The City will cooperate in requiring residents to provide and maintain suitable containers and Hauler must exercise due care in preventing damage to all containers. In the event Hauler damages a container, Hauler shall be responsible for replacing the container

with one of equivalent value at Hauler's expense within forty-eight (48) hours, excluding Saturday's, Sunday's, and legal holidays.

Hauler, in cooperation with the administrative staff of the City, will distribute periodic newsletters to City residents. The distribution shall occur not less than once per year and address topics such as recommendations for recycling, dates for composting, changes in routes, and current services offered by Hauler.

15. Severability

In the event any provision of this Agreement shall be held to be contrary to any law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provision or provisions shall be deemed void. All other terms and conditions of the Agreement shall remain in full force and effect.

16. Governing Law

This Agreement shall be deemed to be made in the State of Michigan and shall be interpreted and construed in all respects in accordance with the laws of the State of Michigan.

17. Entire Agreement

This Agreement and all other Contract Documents including any exhibits attached thereto, contain the entire agreement between the parties and all prior negotiations and agreements are merged herein.

18. Waiver

No failure on the part of the City to insist upon the strict performance of any term or condition of this Agreement or to exercise any right or remedy upon a breach by Hauler shall constitute a waiver of any such breach. No waiver of any breach shall affect or alter this Agreement, and each and every term and condition of this Agreement shall continue in full force and effect with respect to any other than existing or subsequent breach.

19. Modification

The terms of this Agreement may only be modified by mutual written agreement of Hauler and the City. No amendment shall be effective and binding unless it has been approved by the Swartz Creek City Council and is executed by a duly authorized representative of Hauler and the City.

20. Notices

Any notices to be given pursuant to this agreement shall be in writing and personally delivered or sent by certified mail as follows:

To City: City of Swartz Creek
David Krueger, Mayor
8083 Civic Drive
Swartz Creek, MI 48473

To Hauler: Lou Berardicurti, Regional Vice President
GFL Environmental USA, Inc.
26999 Central Park Blvd., Suite 200
Southfield, MI 48076

21. Failure to Perform Beyond Control of Hauler

Notwithstanding any other provision of this Agreement to the contrary, Hauler shall not be in default or otherwise liable for any failure to perform any of its obligations under this Agreement if such failure is caused by forces beyond the control of Hauler including but not limited to acts of God, tornadoes, hurricanes, floods, sinkholes, fires, extremely abnormal and excessively inclement weather, civil disasters or any force majeure. In the event Hauler seeks to implement the protections of this Section, it shall notify the City in writing of the force majeure event and specify the event, Hauler's efforts to resolve the event as soon as reasonably possible and estimate when the event will be resolved. Hauler shall promptly begin and diligently pursue completion of all reasonable actions to eliminate the event so as to resume performance under this Agreement as soon as reasonable possible.

Notwithstanding the efforts of Hauler, if the force majeure event impacts the health, safety and welfare of the City residents, the City shall have the right to undertake whatever actions it deems appropriate to resolve the event. Strikes, labor disputes, work stoppages or "slowdowns" or similar events shall not provide an acceptable or excusable basis for delay, partial performance or non-performance by Hauler under the terms of this Agreement. In event of such occurrences, Hauler shall remain obligated and liable to the City for the complete performance of the services contained in this Agreement.

22. Default

In the event there should occur any material breach or material default in the performance of any covenant or obligation of the City or the Hauler which has not been remedied within thirty (30) days after receipt of written notice from the non-breaching party specifying such breach or default (or such longer period of time as is reasonably necessary to cure any such breach or default which is not capable of being cured with

thirty (30) days provided the breaching party has undertaken to cure within such thirty (30) days and proceeds diligently thereafter to cure in an expeditious manner), the non-breaching party may, if such breach or default is continuing, terminate the Agreement upon written notice to the other party. In the event of a breach, even of default, or termination of the Agreement, each party shall have available all remedies in equity or at law, unless otherwise provided elsewhere in the Agreement.

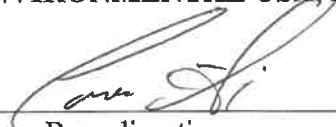
This Agreement shall be binding upon the successor and assigns of the Company and on any successor municipality of the City.

CITY OF SWARTZ CREEK
A Michigan municipal corporation

By: _____
David Krueger, Mayor

By: _____
Connie Olger, City Clerk

GFL ENVIRONMENTAL USA, INC.

By: _____

Lou Berardicurti
Its: Regional Vice President



City of Swartz Creek Master Plan Update

CIB Planning
We Deliver Results.

June 9, 2021

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

Subject: Master Plan Update Proposal

Dear Mr. Zettel:

It is with much enthusiasm that the CIB Planning/SmithGroup team submits this proposal to work with the City of Swartz Creek to prepare an update to the City's Master Plan. Our firms offer the wide range of expertise and innovation necessary to undertake the planning process to provide the City with a useful plan. Our combined experience in community planning, public involvement, economic development, site redevelopment, and ongoing work with communities over a broad geographical area will be invaluable to this assignment. We look forward to our continued partnership with the City of Swartz Creek in planning a great community and helping the City achieve its goals.

Why select the CIB Planning team?

- The principals at CIB Planning have provided quality planning and zoning services to the City of Swartz Creek for nearly two decades.
- CIB Planning and SmithGroup planners are considered experts in planning and zoning, and have prepared dozens of master plans together throughout Michigan, both as public sector planners and as private sector consultants providing staff support.
- One of our team goals is to prepare Master Plans with strategies and projects that can actually be implemented.
- We have significant experience redeveloping sites that are considered no longer viable and can use the Master Plan as the foundation for local efforts.
- Our firms strive to eliminate unnecessary information from the Master Plan and focus on analysis and strategies that prove useful to the Planning Commission, so it doesn't "sit on the shelf and gather dust."

Additionally, both CIB Planning and SmithGroup are proud to serve as two of the firms providing technical assistance and Best Practices training through the Redevelopment Ready Communities program, sponsored by the Michigan Economic Development Corporation. As such, as we review and update your current Master Plan, we will incorporate the RRC Best Practices.

We would value the opportunity to talk more about this important assignment and will gladly refine our enclosed proposal to ensure that it best meets your needs. Let us know how we can help and, feel free to call me directly at 810-734-0000.

Sincerely,



Carmine P. Avantini, AICP
President, CIB Planning

About CIB Planning

CIB Planning's mission is to deliver uncommon planning, marketing and development solutions meeting community needs and challenges, helping them prosper.

We believe that everyone should feel a strong connection and a sense of place in their community. We strive to serve our partners by providing innovative and implementable planning and development solutions.

CIB Planning provides exceptional planning and development services to small- and medium-sized communities throughout Michigan, and we are also active in the fields of economic development, economic development marketing, regional coordination, downtown development, ongoing DDA & CIA assistance, housing implementation, redevelopment financing, and project implementation. The planning professionals at CIB began their careers in the public sector and continue to work with local governments on a daily basis. This connection helps ensure that the plans, ordinances, and recommendations we make are both visionary and practical.

Moreover, we pride ourselves on a firm that can not only provide day-to-day solutions to planning and development issues, but also bring a level of leadership that will build community consensus on key topics. This is evidenced by the long-term relationships that we have with client communities; the longest being over 27 years.

At CIB, we have experts with experience at every angle of community improvement. We combine community planning and stakeholder engagement with economic development and tie in marketing, branding, implementation and redevelopment financing strategies, building tools for communities to transform their vision into reality while being a collaborative and trustworthy partner in every step.

CIB frequently teams with other consultants in order to provide a wide range of talents and expertise.

Firm Information

Community Image Builders (CIB)
Carmine P. Avantini, AICP, President
17195 Silver Parkway, #309
Fenton, Michigan 48430
avantini@cibplanning.com
(810) 734-0000

CIB was formed in 2012 and is a Subchapter S Corporation organized in the State of Michigan, Federal ID# 45-5419410.

CIB is an innovative planning and development consulting firm managed by Carmine Avantini, one of the founding partners of LSL Planning, and Justin Sprague, formerly with the Flint & Genesee Chamber of Commerce. With a staff of five professionals, the firm has over 75 years of experience providing innovative planning and development solutions to communities in Michigan and the eastern United States.





About SmithGroup

Founded in 1853, SmithGroup has become an award-winning, multi-national organization that employs research, data, advanced technologies, and design thinking to help clients solve their greatest challenges. Working across a network of 15 offices internationally, our team of 1,200 experts is committed to excellence in strategy, design, and delivery—giving rise to new and innovative processes and methodologies which are redefining the way we work and collaborate. Our specialists—from planners to architects and engineers, space programmers, campus system

strategists and beyond—develop beautiful, sustainable, future-focused solutions for higher education, science and technology organizations, healthcare providers and cultural institutions, urban environments, diverse workplaces, mixed-use and waterfront developments, and parks and open spaces.

Our integrated practice offers depth in all disciplines serving the built and natural environment, including architecture, engineering (civil, structural, mechanical, electrical, and plumbing), landscape architecture, urban design, and planning.

Services & Value



COMMUNITY & CITY PLANNING

Our work is client-focused and based on building an understanding and deep appreciation for community context. We analyze existing conditions and rapidly iterate future opportunities, including physical form and relationship of buildings, streets and open spaces in the context of historical patterns, existing situations and future needs. We improve campuses and cities through design guidelines, development projects and refined details that strengthen and identify values and a unique sense of place. We capitalize on the economic value of existing infrastructure including government, institutional, cultural and natural assets. Our approach results in plans and projects that promote activity and enjoyment, support business development, and achieve exciting and livable environments.



PUBLIC REALM & PLACEMAKING

Our team is dedicated to creating great places, streets and waterfronts, and vibrant, sustainable cities. We know the key elements of creating active, people-focused places, and how to employ them in each part of a city. Our firm has designed signature public places for over 60 years, and we continue to be a leader in place creation for the public realm. Successful urban spaces anticipate and accommodate a wide range of users and use, creating vital public destinations.



MIXED-USE & REDEVELOPMENT

Our team provides our clients with an adaptive framework to navigate the complex challenges and transformative opportunities facing development projects, from pre-development strategy, to initial concept and implementation. We work with private, public, and non-profit clients to guide the creation of mixed-use environments that meet emerging expectations and critical needs. We collaboratively define near and long-term strategies to realize successful developments while sustaining our clients' core missions and achieving their overall goals.



MOBILITY & STREET DESIGN

We are leaders in the design of mobility systems that reflect and sustain land use, social activity, community events, pedestrian and non-motorized movement, outdoor dining and shopping, and community identity. Street design must accommodate multi-modal users of all ages and abilities and be flexible enough to adapt to evolving mixes of land use and activity. Resilient streets can better support civic activities, promote a stronger business environment, and build community through unique opportunities for interaction.



CONNECTING ASPIRATION & OPPORTUNITY

Urban development projects depend on collaborative networks for success: forging local partnerships and building community coalitions, drawing on multiple funding sources, and securing agency support and regulatory approvals, to name just a few. SmithGroup teams help navigate this collaborative process with a strong sense of civic responsibility and stewardship. We listen first: gathering information and perspective from a diverse array of stakeholders. Then we work to help shape a shared vision for future priorities and outcomes, building a broad coalition of support. The result is planning and design that authentically reflects your community, and that connects your aspirations and assets with genuine opportunities.



EQUITY MATTERS

SmithGroup's urban design and planning practice is built on the philosophy that equitable public engagement has the power to more inclusively shape the design of our communities. We believe in engaging the broadest range of perspectives and values to build a shared understanding of the forces that shape our communities. Over the years, our teams have done this in ways that meet people where they are and use multiple methods and tools to break down barriers.



ZONING

SmithGroup's urban planners craft zoning amendments that build off the local context, incorporating form-based techniques to realize a plan's vision. Our complete zoning ordinance rewrites focus on the end-user; we provide zoning audits and streamlined development review procedures to ensure an ordinance isn't a barrier to redevelopment.

THE TEAM



For over 39 years, **Carmine Avantini, AICP**, president and founder of CIB Planning, has provided innovative solutions to community planning, housing, zoning, and development challenges. Carmine specializes in community planning, zoning, public involvement, economic development, downtown planning, small town development, site redevelopment, housing, and project implementation. He works with a wide range of municipalities to find creative solutions to challenging development issues and sees them through to implementation; recognizing that projects are not truly completed until construction is finished.

Carmine's depth of knowledge and his vast experience working with numerous municipalities throughout the planning process offers an advantageous opportunity for Swartz Creek. The community will benefit from a number of strategic initiatives that will best position the area for positive development and redevelopment.



Kelly McIntyre, principal and director of planning at CIB Planning, specializes in community planning, zoning, public involvement, and planning administration. She has served as the on-going planning consultant for the City of Wixom and the City of South Lyon and has been involved in zoning re-writes for Ironwood, Munising, Vassar, Wixom, Oak Park, Mayville, and Wixom.

Kelly works with municipalities to identify needs, resources and problems and to make decisions on goals, policies, priorities, plans, programs, and methods of implementation to create a healthy, liveable community. Whether "visioning" with a community, leading a development meeting, or drafting a master plan, Kelly is able to tap into her years of private and public sector experiences.

Prior to joining CIB, Kelly was the community planning and economic director for the City of South Lyon; the deputy director for the non-profit state chapter of American Planning Association-Michigan Association of Planning; the staff planner for the cities of Brighton and Novi, Michigan; and a consultant for LSL Planning Inc., Royal Oak, Michigan; Land Ethics, Annapolis, Maryland; and Dexter, Michigan.



Justin Sprague serves as vice president and principal at CIB where he is responsible for traditional planning and zoning services, economic development services, and private sector development services including site selection, incentive negotiations, and navigating the municipal development process. He was previously the director of business development at the Flint & Genesee Chamber of Commerce, where he was responsible for business attraction/retention efforts, large site redevelopment, and municipal collaboration projects. While at the Chamber, Justin teamed with CIB and the W.E. Upjohn Institute to successfully prepare Accelerate, a seven-county regional economic development plan that included a Federal EDA CEDS Plan and State Regional Prosperity Plan.



Elena Moeller-Younger serves as principal and the director of marketing and strategic planning for CIB, where she leads the marketing, branding, development and implementation of clients' community image strategies. Elena focuses on assisting municipal clients developing a unique brand and communications plan to attract new investment to the community in the form of industry, housing, and tourism. She also oversees internal marketing and brand development for CIB and assists with proposals, web content, social media, marketing materials and other related business development functions.



Hannah Smith serves as a planner for CIB, where she works on planning, zoning, and public engagement. Hannah is a recent graduate of the Master of Urban and Regional Planning Program at the University of Michigan. She received her Bachelor's from U of M in Environment & Sustainability, and worked as the Planning Assistant for the City of Novi. Her professional interests include municipal planning, sustainability-focused planning, and community engagement.





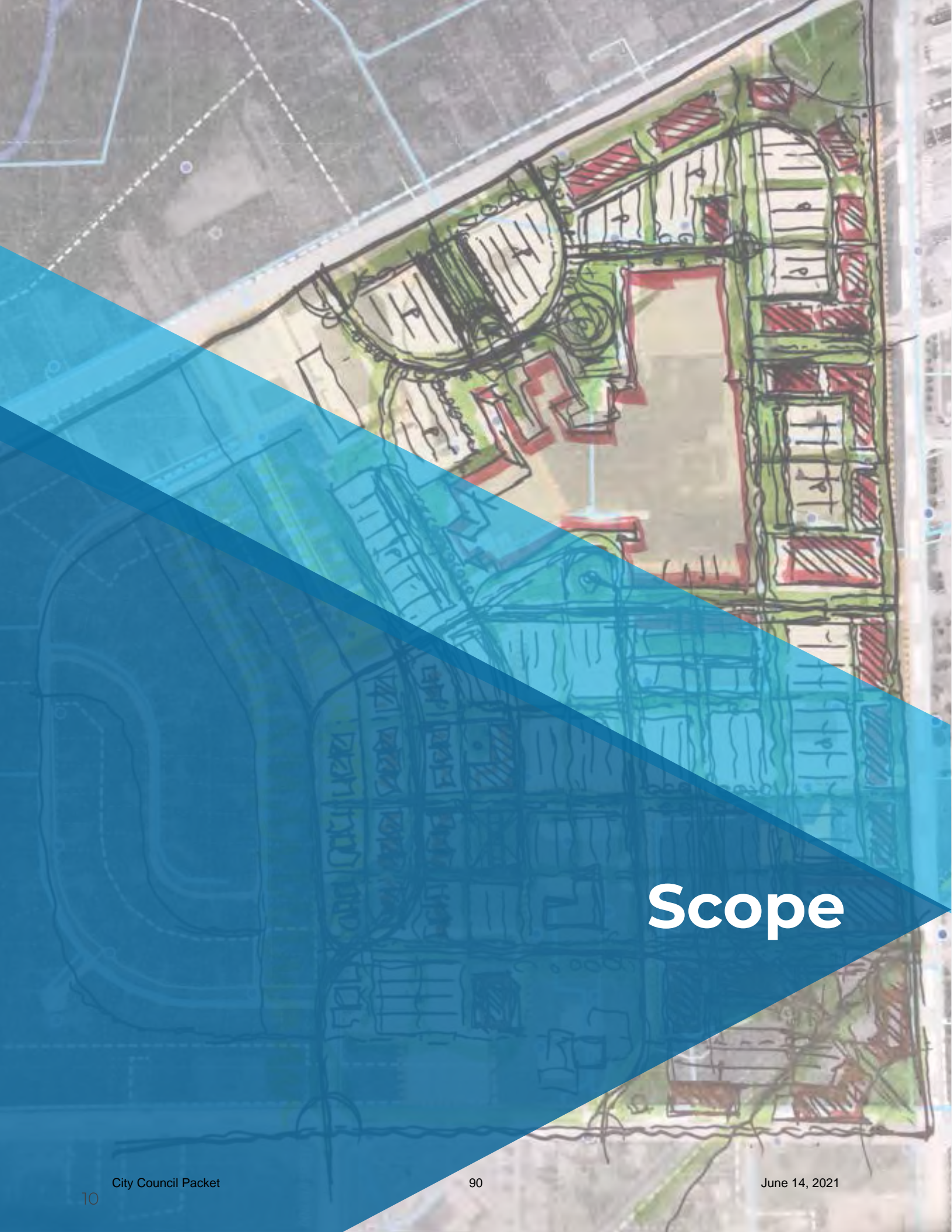
Kathleen Duffy, AICP, urban planner, specializes in urban design and planning. She has a wide variety of planning and zoning experience ranging from small villages to capital cities, from rural townships to urban centers. She is an expert on land use, character and placemaking projects and excels in redevelopment and economic development strategies for corridors, downtowns, and districts linking land use to transportation. Her creative problem solving, unique design skills and big picture thinking allow her to effectively and efficiently implement public engagement strategies that are inclusive and ultimately results in an implementable plan.



Caeley Hynes, urban planner, specializes in urban design and planning and is a passionate planner who effectively communicates with various stakeholders and coordinates the production and analysis of diverse ranges of data. Her work on several recent master planning and zoning projects gives Caeley a range of project experience to draw from, and her passion for her work allow her to produce high-quality deliverables.



Alicia Adams is a leader in SmithGroup's Urban Design Studio where she manages the development of complex urban design projects and contributes the formation of important redevelopment and open space strategies. As a landscape architect, Alicia seamlessly integrates her creative capacity to drive important site design through human-centric goals. She is passionate about bringing together diverse experiences and disciplines to find unconventional and innovative solutions to the challenges we face in our changing urban environments.



Scope

Project Scope

As part of the CIB Planning team, SmithGroup will lead the master plan update to be graphically rich with updated maps, photos, diagrams, infographics, and concept drawings to illustrate the plan's vision. We will add a new chapter for the downtown plan and design guidelines to illustrate the form, character, massing, and site design desired for infill development and redevelopment in both the downtown core and the Moorish Road corridor.

Key Deliverables and Meetings by Task:

A. Existing Conditions Updates:

- Commence with a kickoff meeting and tour with City Staff to walk downtown and strategize on development potential
- Update demographics when 2020 Census becomes available
- Create updated GIS maps from Genesee County and parcel data from BS&A
- Preparation of infographics to tell data story

B. Plan Audit:

- City Staff to annotate existing plan:
 - » What has been accomplished since last plan?
 - » What is no longer relevant?
 - » What's missing?
 - » What's most important?
- CIB/SmithGroup Team outline proposed changes/reorganization
 - » Align objectives with action plan
 - » Ensure latest compatibility with RRC 2.0
- Plan Audit Virtual Call
 - » Staff and SmithGroup discuss revised plan outline based on audit
- Planning Commission
 - » Present draft outline/framework
 - » Downtown/Corridor opportunities + challenges discussion

C. New Downtown and Corridor Plan:

- Focus Groups: SmithGroup and CIB Planning will facilitate three focus groups comprised of officials, business, property owners, and any other key stakeholders focused on redevelopment opportunity, challenges, and character for the targeted subareas:
 - » Downtown
 - » Corridor Transition (gateway to downtown vs. highway commercial)

- Draft concepts
 - » SmithGroup will prepare a draft schematic concept map illustrating in plan view infill opportunities, gateway/streetscape improvements, and proposed street connections
 - » Concept call with City Staff
- Design guidelines
 - » Accompanying the concept map, we will prepare bulleted annotations for character and diagrammatic drawings and photos for buildings, site features (especially signs)
- Planning Commission
 - » Present draft downtown concepts, guidelines, and relationship to downtown zoning PUD

D. Public survey:

- SmithGroup will prepare a visual online survey highlighting key revisions to the master plan and draft concepts
- City Staff will advertise the survey via social media, email, and on meeting agendas

E. Final Plan Draft:

- Repackaged Master Plan
 - » Visually impactful
 - » Tie vision to metrics
 - » New downtown vision + design guidelines chapter
 - » Incorporate economic development strategy (2019)
- SmithGroup + CIB Planning will assist with the adoption process
 - » Draft notices
 - » Planning commission draft plan presentation
 - » Public hearing presentation
 - » One set of draft revisions
 - » City to staff adoption meetings
 - » SmithGroup to provide adoption final draft InDesign and GIS shared back with the City

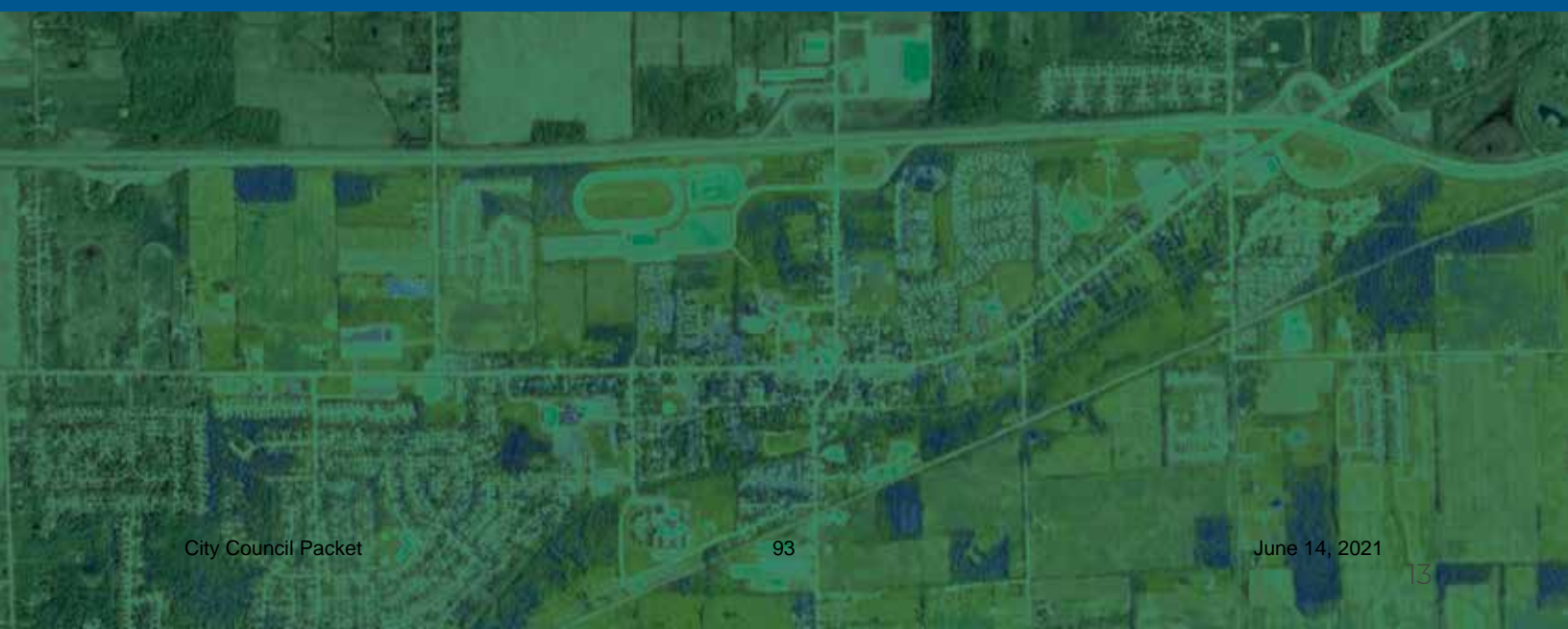
F. DDA Plan Update:

As part of the master plan update, CIB Planning will work with the City and SmithGroup to update the City's DDA plan including a revised development plan project list, incorporating additional financing tools. Tax capture tables will also be updated and it is not anticipated that the District boundaries will be amended nor the length of time the current plan is in effect.

Project Schedule

Below is our anticipated timeline to complete all tasks related to the master plan update project.

Project Timeline	Q2 2021	Q3 2021	Q4 2021	Q1 2022
Phase 1: Understand (Kickoff, tour, conditions, audit, objectives, base maps)				
Phase 2: Explore (Focus groups, draft guidelines & concepts, zoning approach)				
Phase 3: Realize (Updates & reformatting, adoption notices, public survey, draft plan revisions, public hearing, DDA Plan)				



Project Budget

The following budget and associated lump sum fee represent the time anticipated for each of the phases identified in the scope, and includes estimated expenses for items such as travel, reproduction, maps, etc. The time allocated to each task will likely change somewhat during the course of the project, but the fee is still fixed.

Phase 1: Understand	\$18,768
Phase 2: Explore	\$27,502
Phase 3: Realize	\$13,730
Total	\$60,000



Related Work & Project Samples



Redevelopment Ready Communities Program



In conjunction with CIB Planning, SmithGroup is part of a team that serves as advisors to the Michigan Economic Development Corporation's (MEDC) "Redevelopment Ready Community" program, a certification program through which the MEDC audits the community's plans, codes, and procedures. We have spent several years serving as the primary point-of-contact for RRC staff to help fill the gaps in the communities' redevelopment programs.

CIB Planning and SmithGroup assist communities to apply best practices including the following services:

- Downtown, corridor, and comprehensive plans
- Zoning ordinances and form-based codes
- Site prioritization and redevelopment strategies
- Economic development and marketing strategies
- Delivery of training programs for staff and officials
- Development review process evaluation and recommendations

Through this program, our team assisted the following communities:

Alpena
Battle Creek
Big Rapids
Boyer City
Dearborn
Detroit
East Lansing

Eastpointe
Grass Lake
Hart
Ironwood
Jackson
Laingsburg
Lansing
Lathrup Village
Lawrence
Lexington
Mayville

Melvindale
Menominee
Meridian Twp
Mount Clemens
Mt. Pleasant
Munising
Muskegon
Muskegon Hts
Newaygo
Newaygo
Oak Park

Owosso
Portage
Saginaw
Swartz Creek
Traverse City
Vassar
Wayne
Wyandotte
Ypsilanti

Project Accelerate



Project Accelerate is the culmination of a collaborative planning process for a seven-county area, resulting in a coordinated Federal Economic Development Strategy and State Prosperity Plan. The project ties together the U.S. Economic Development Administration Comprehensive Economic Development Strategy (CEDS) and the Region 6 Prosperity plans into a single,

unified plan expressing a shared economic vision for Shiawassee, Genesee, Lapeer, St. Clair, Tuscola, Huron, and Sanilac counties. Accelerate creates an economic roadmap for unified actions in the region leading to new jobs, international marketing opportunities, and investment. The roadmap is guiding the coordinated efforts by local communities across the seven counties in a manner that will positively impact the region and is still being implemented today. The project began in 2013.

Link to plan: <http://i-69thumbregion.org/wp-content/uploads/2018/07/FINAL-PLAN.pdf>

Shelby Township Master Plan

Continuing a partnership that began with a revised vision for the DDA's Town Center, CIB Planning was part of a multidisciplinary team with SmithGroup, including Carmine Avantini, to create a new Township-wide master plan. As a nearly built-out township with established neighborhoods, Shelby Township sought a strong redevelopment emphasis for its aging commercial corridors. Through public and stakeholder engagement, including collaboration with adjacent municipalities and road agencies, the team established corridor improvement strategies to group niche uses at nodes, coupled with transportation recommendations to incorporate better non-motorized connections and streetscape improvements. Catalytic projects were identified for each guiding principle, providing a key set of transformative actions for short-term implementation of the recommendations.



City of Newaygo Master Plan



With assistance from the Michigan Economic Development Program's Redevelopment Ready Communities Program (RRC), CIB Planning teamed with Smith Group to prepare a new Master Plan for Newaygo that tackled the challenges facing this small West Michigan City. The Master Plan provides a strategy for the development of much needed new housing options throughout the City. It also encourages continued housing, retail and office development in the downtown area. As home to home of

the leading small business incubators in the state, the economic development strategy calls for Newaygo to be hub of small business development and start-ups in the County. Tied in with the economic development strategy is the promotion of the Muskegon River as a focal point for tourism, since this is one of the top fly-fishing rivers in the world. The implementation section of the plan ties together these key community strategies and provides a useful road map for land use and development in the City.

City of Fenton Master Plan

CIB Planning has been actively involved in the successful planning and development of Fenton for over 25 years. Carmine Avantini has been the planning consultant for Fenton during that entire period and has prepared four Master plans for the City, along with associated specialized studies. He has also overseen the planning effort that transformed what was once a failed 1960's federal Urban Renewal retail mall back into a traditional downtown area. Building upon ideas generated through charrettes, stakeholder meetings and public workshops, an innovative plan was prepared for redevelopment of the downtown. This plan was recently updated to include a transformation of the North Leroy Street corridor due to increased development demand in the downtown area.



The Village of Lexington Master Plan & Zoning Ordinance Update



CIB Planning and SmithGroup updated the Master Plan for this waterfront community, which is situated on Lake Huron, just north of the City of Port Huron. A popular tourist destination in the Summer, one of the challenges presented to the team is the decline in population and spending during the Fall, Winter and Spring months. The cost to provide public services is year-round but the sales revenue for businesses is not. CIB Planning's team focused on an economic development strategy that will increase the population base and encourage investment and activity throughout the year. As with other communities, there is also a need for additional housing and the Future Land Use Plan was amended to provide additional options for builders and developers. Another

key feature of the Master Plan will be enhancements to the traditional downtown and need to attract more year-round businesses.

City of Owosso Master Plan Update

As an update and reorganization of the City's first comprehensive master plan, SmithGroup's plan will reflect changes that the City has experienced over the past 20 years. The Update will continue expansion of adjacent urban regions; address the decrease in industrial production and employment; expand the Baker College campus; address the aging neighborhoods, buildings and infrastructure in the City; and create a strong downtown revitalization by combining programming, grants and entrepreneurial activity. This Comprehensive Master Plan Update will position the City of Owosso to address the change that is anticipated over the next 10 to 20 years.



City of Wayne Master Plan & Economic Development



CIB Planning and SmithGroup worked to update the City of Wayne's Master Plan and provide technical assistance through the Redevelopment Ready Community Certification (RRC) process in 2019. Through the RRC process, the team built a downtown redevelopment strategy, an economic development strategy, and economic development marketing plan for the community. The City of Wayne offers small community living while being close to major employment markets, has relatively low vacancy rates for both businesses and housing; and areas of the city are walkable

with downtown with a great customer base.

City of Midland, Downtown Streetscape Redevelopment

To preserve its iconic downtown heritage as a quintessential gathering place for the community, the City of Midland needed to address the current design of its downtown streetscapes and sidewalks, which were quickly becoming dated and limited pedestrian accessibility.



Under an aggressive design schedule, our team evaluated design solutions to completely re-imagine seven blocks of the City's streetscapes to enhance non-motorized activity within the downtown core. Through multiple transportation nodes and improved street practices, these street projects provided increased and safer pedestrian usage, promoted bicycle activity, and created flexible public open space for informal social interaction.

Extensive public and stakeholder engagement shaped the fundamental nature of our design process. We led multiple workshops, open houses, and stakeholder meetings to understand the community's needs and subsequently develop design concepts for the downtown streets that accommodate them. These concepts included a curbside festival-style streetscape with widened sidewalks, minimized parallel parking spaces, planter beds, rain gardens, bike facilities, civic plazas, and more flexible seating for outdoor dining and community events.

Marquette Downtown Development Authority, Downtown Master Plan

With support from the Redevelopment Ready Community (RRC) program, SmithGroup led a team of downtown experts in preparing a Downtown Master Plan for the Marquette Downtown Development Authority (DDA).

Framed by dramatic topography and stunning vistas of Lake Superior, downtown Marquette has successfully redeveloped their waterfront, become a premier hub for bicycling of all types, established a strong relationship with Northern Michigan University, and developed into a regional health care, events, and cultural center. The downtown master plan focuses on knitting these successful elements together and establishing economic development strategies for equitable future growth.

Recommendations in the plan cover a broad range of topics critical for success:

- Improvements to the physical environment (such as connecting to the waterfront and campus, creating a festival street, and redeveloping the farmer's market and town green)
- Improvements to the transportation system (including an update to the parking plan, alternatives for parking expansion, non-motorized network enhancement, and analysis of transit upgrades)
- Adopting policy and development strategies to increase workforce housing, renovate upper floors of downtown buildings, foster technology based businesses, expand form based zoning, and redefine the tax increment financing district boundary.



Downtown Fenton Ongoing Planning Services



CIB Planning has been actively involved in the successful redevelopment planning and implementation of Downtown Fenton for over 26 years. Carmine Avantini has been the lead planning consultant for Fenton during that entire period. Building upon ideas generated through charrettes, stakeholder meetings and public workshops, an innovative plan was prepared for redevelopment of the downtown.

This included the acquisition and demolition of retail and office buildings, culminating in the re-opening of N. Leroy

Street to through traffic. Downtown Fenton has seen a recent surge in new activity as a number of gamechanging projects have been completed.

CIB's planning and economic development involvement resulted in the transformation of the former Fenton fire station building into the Fenton Fire Hall restaurant, redevelopment of the former Beanery Building into Red Fox Outfitters, and an expansion of the Fenton Community Center building. CIB also assisted the City in the development of mixed-use buildings including the four-story Cornerstone Building, the three-story Horizon Building, and the four-story 111 Leroy Place buildings. The ongoing planning services work that CIB Planning handles with the City of Fenton includes master planning, public involvement, intergovernmental cooperation, tax increment financing, and zoning.





Qualifications

Carmine P. Avantini, AICP



For over 39 years, Carmine has provided innovative solutions to community planning, housing, zoning, and development challenges. Carmine specializes in community planning, zoning, public involvement, economic development, downtown planning, small town development, site redevelopment, housing, and project implementation. He works with a wide range of municipalities to find creative solutions to challenging development issues and sees them through to implementation; recognizing that projects are not truly completed until construction is finished.

Carmine is also active in the preparation and implementation of several redevelopment strategies and projects including the Wixom Village Center Area (VCA); the Downtown Fenton Redevelopment Plan including removal of the pedestrian mall and re-opening of the street; the Maxfield Training Center (MTC) redevelopment project in Downtown Farmington; the Pointe South Redevelopment plan in Jasper County, South Carolina; and redevelopment of the former Ford Wixom Assembly Plant into a mixed-use commercial, industrial, office and R&D center.

Prior to starting CIB, Carmine was a co-founder of LSL Planning, the Director of Planning and Community Development for Utica, NY, Executive Director of the Herkimer County, NY, Development Corporation and City Planner for Rome, NY. He also worked as a Project Manager with CRM Commercial Properties where he was responsible for the redevelopment of two different former industrial complexes into mixed- use facilities.

Implementation & Redevelopment

- City of Farmington (MI) DDA Plan
- City of St. Clair (MI) Riverview Plaza Revitalization Plan
- City of Wayne (MI) Downtown Redevelopment Plan and Master Plan
- City of Fenton (MI) Downtown Plan, Implementation & Façade Improvement Program Update
- City of Westland (MI) Central City Parkway Plan
- City of Wixom (MI) DDA Plan & VCA Design Guidelines
- City of Grand Blanc (MI) DDA Plan & Redevelopment Implementation
- City of Novi (MI) Fox Run Senior Housing Community PUD (Private)
- City of Novi (MI) Adell Mixed Use Site Rezoning (Private)
- City of Wixom (MI) Ford Plant Site Redevelopment
- City of Taylor (MI) NSP Implementation
- City of Wixom LDFA Plan Update
- Northwest Georgia & Southeast Tennessee Regional Sustainability Grant Project
- Grosse Ile (MI) DDA Plan & Business Park Redevelopment Plan Jasper County (SC) Point South Redevelopment Plan

- Meridian Township (MI) DDA Plan Update & Village of Shelby Funding Strategy
- MEDC Redevelopment Ready Communities Technical Assistance
- City of Luna Pier (MI) Economic Development Strategy
- Shelby Township (MI) DDA Plan Update & Project Implementation

Community Planning

- Accelerate Regional Prosperity & CEDS Plan
- City of Farmington (MI) Master Plan
- City of Fenton (MI) Master Plan, Zoning Ordinance & Ongoing Services
- City of Swartz Creek (MI) Master Plan & Ongoing Services
- City of Lapeer (MI) Master Plan, Zoning Ordinance
- City of Wixom (MI) Master Plan, Zoning Ordinance, Vision 2020 Plan & Ongoing Services
- City of Imlay City (MI) Master Plan & Ongoing Services
- City of Cedar Springs (MI) Master Plan, Ongoing Services & Image Building Program
- City of South Lyon (MI) Master Plan, Zoning Ordinance & Ongoing Services
- City of Owosso (MI) Master Plan
- Delhi Township (MI) Cost of Community Services Study
- Mundy Township (MI) Corridor Improvement Authority Plan
- Rogers City (MI) Downtown Plan & Public Involvement
- Shelby Township (MI) Master Plan Update
- Village of Spring Lake (MI) Special Zoning Projects
- Village of Lexington (MI) Master Plan
- Southeast Tennessee/Northwest Georgia Regional Sustainability Project

Education

Bachelors in Political Science, with Honors, University of Buffalo

Masters in Community Planning, High Honors, University of Cincinnati

Professional Associations

- American Institute of Certified Planners (AICP)
- Vice President, Michigan Association of Planning
- American Planning Association
- National Charrette Institute (NCI)
- Form Based Code Institute (FBCI)
- Fenton Education Foundation, Board of Directors



Kelly McIntyre

For more than 20 years, Kelly has worked to listen, understand, educate and coalesce citizens' and communities' needs and desires for the use and implementation of land.

Kelly specializes in community planning, zoning, public involvement, and planning administration. She works with municipalities to identify needs, resources and problems and to make decisions on goals, policies, priorities, plans, programs, and methods of implementation to create a healthy, liveable community. Whether "visioning" with a community, leading a development meeting, or drafting a master plan, Kelly is able to tap into her years of private and public sector experiences.

Kelly has significant experience in grant writing and management. She secured grants from People and Land grants, Michigan Department of Environmental Quality, Michigan Department of Transportation, Safe Routes to Schools, and Michigan State Housing and Development Authority. Kelly was instrumental in the preparation and publication of Green Communities and Redevelopment Readiness articles and accompanying workshops across the state. She developed, coordinated, and managed a basic training series for local officials in Michigan's Cities of Promise program.

Prior to joining CIB, Kelly was the Community Planning and Economic Director for the City of South Lyon, the Deputy Director for the non-profit state chapter of American Planning Association-Michigan Association of Planning, the Staff Planner for the cities of Brighton and Novi, Michigan, and consultant for LSL Planning, Inc., Royal Oak, Michigan and Land Ethics, Annapolis, Maryland and Dexter, Michigan.

Community Planning and Zoning

- City of Oak Park Zoning Ordinance
- City of Swartz Creek Zoning Ordinance
- City of Ironwood Zoning Ordinance
- City of Vassar Zoning Ordinance
- Village of Mayville Zoning Ordinance
- City of Munising Zoning Ordinance
- Beaufort County (SC) Comprehensive Plan
- City of Berkley (MI) Visioning Plan
- City of Brighton (MI) Staff Planner
- City of Montrose (MI) Ongoing Services
- City of Novi (MI) Staff Planner
- City of Wixom (MI) Ongoing Services and Zoning Ordinance updates
- City of Swartz Creek (MI) Ongoing Services
- City of South Lyon (MI) Planning Director, Zoning Ordinance & Ongoing Services
- Dundee Township (MI) Master Plan

- Southampton (NY) Comprehensive Plan
- Village of Chelsea (MI) Master Plan
- Village of Dundee (MI) Master Plan & Ongoing Services
- Village of Goodrich (MI) Ongoing Services

Implementation & Redevelopment

- People and Land redevelopment Read communities Publication and Workshops
- MDOT Safe Routes to School Publication, Planning Guidelines, and Transportation Workshops
- MSHDA Cities of Promise Basic Training for Local Elected and Appointed Planning Officials

Education

Bachelor's in philosophy, University of Maryland, College Park

Master's in Community Planning, University of Maryland, College Park

Professional Associations

- American Institute of Certified Planners (123222)
- American Planning Association
- Michigan Society of Association Executives



Justin Sprague

For over 18 years, Justin has provided innovative solutions to planning and community development challenges.

Justin Sprague serves as Principal and Vice President for CIB, where he is responsible for municipal planning and zoning, economic development, corporate incentives and location support, downtown development, corridor improvement, and regional economic development planning.

Prior to joining CIB, Justin was Director of Business Development at the Flint & Genesee Chamber of Commerce where he was responsible for business attraction projects throughout Flint & Genesee County, business retention, brownfield redevelopment, downtown investment projects, and municipal collaboration projects focused around economic development.

Economic Development Experience

- I-69 Thumb Region (MI) “Accelerate” Economic Development Strategy & Prosperity Plan
- Buick City Redevelopment (Flint, MI)
- Genesee County Freight Forecast, 2012 (Genesee County, MI)
- Genesee County Industrial Building Demand Analysis (2015)
- Shiawassee County Industrial Property Inventory and Analysis (2005)
- Economic Development Strategy (City of Laingsburg)
- Region 6 Housing Implementation Strategy (2018)
- Economic Development Strategies for Swartz Creek, Laingsburg, Grand Blanc, Romulus, Flint Township, Hart, Vienna Township, Grand Blanc Township, City of Portage
- City of Hamtramck (MI), Build MI Place (City Owned Property Marketing and Disposition Process)
- City of Inkster (MI), Build MI Place
- Garfield Township, Clare County (MI), Economic Development Strategic Plan

Planning and Zoning

- City of Owosso, Ongoing Planning & Zoning Services
- Village of Fowlerville, Ongoing Planning & Zoning Services
- Imagine Flint, City of Flint Master Plan (team member)
- City of Caro, Master Plan and Zoning Ordinance
- Village of Bancroft, Master Plan and Zoning Ordinance

- Village of Dryden, Master Plan
- City of Lapeer, Master Plan
- Caledonia Township (Shiawassee County) Mater Plan, Zoning Ordinance and zoning support services
- City of Flint DDA, Buckham Alley Placemaking Plan and River Bank Park Phase I
- City of Flint, Chevrolet Avenue Bridge Place Making and Context Sensitive Design
- City of Flint, ongoing planning and zoning support services
- City of Clio, Master Plan, Zoning Ordinance and zoning support services
- City of Bay City, Uptown at Rivers Edge Development Concept Bay Area Housing, Neighborhood Preservation Plan (MAP Award Winner, 2009)
- City of Mt. Pleasant, Parking Study Pinconning Township, Master Plan
- City of Coleman, Master Plan City of Chesaning, Master Plan and Zoning Ordinance

Corporate Incentive Projects

- Miller Industries Corporate HQ (Fenton Township)
- Creative Foam Corporation (Fenton and Mundy Township)
- Enihcam (Fenton Township)
- Crust, A Baking Company (Fenton)
- Laird Technologies (Grand Blanc Township)
- SpenTech USA (Flint)
- Horizon Group (Fenton)
- SignArama (Flint Township)
- Lodgco (Mundy Township)
- Lear Corporation (Flint)

Education

Bachelors in Resource Planning, University of Michigan—Flint

Boards and Committees

- Planning Law Committee
- MAP Scholarship Committee

Professional Associations

- Michigan Association of Planning
- American Planning Association
- Michigan Economic Development Organization



Kathleen Duffy, AICP

Kathleen specializes in urban design and planning. She has a wide variety of planning and zoning experience ranging from small villages to capital cities, from rural townships to urban centers. She is an expert on land use, character and placemaking projects and excels in redevelopment and economic development strategies for corridors, downtowns, and districts linking land use to transportation.

Planning and Zoning

- Michigan Economic Development Corporation Redevelopment Ready Communities Program, Various Locations, Michigan
- City of Wyandotte Zoning Ordinance Update, Wyandotte, Michigan
- Downtown Ferndale Planning, Ferndale, Michigan
- Las Vegas Master Plan, Las Vegas, Nevada
- Comprehensive Plan and Form-Based Code, Lansing, Michigan
- Village of Lexington Master Plan, Lexington, Michigan
- Mahomet Downtown Plan and Form-Based Code, Mahomet, Illinois
- Kenosha Innovation District, Kenosha, Wisconsin
- Oshkosh Lakeshore Park Master Plan, Oshkosh, Wisconsin
- Clear Lake Subarea Plan, La Porte, Indiana
- Southtown Corridor Improvement District Plan, Grand Rapids, Michigan
- Downtown Vision Plan, Muskegon Heights, Michigan
- Zoning Ordinance + Form-Based Code, Ironwood, Michigan
- West Downtown Form-Based Code and Design Guidelines, Dearborn, Michigan
- Master Plan Update, Menominee, Michigan
- Shelby Township Town Center and Comprehensive Plan, Shelby Township, Michigan*

**Experience prior to SmithGroup*

Education

Master of Urban and Regional Planning, University of Illinois, 2008

Bachelor of Science in Architecture with a Minor in Art History, University of Michigan, 2006

Urban Land Institute Larson Center for Leadership, Class of 2014

Registrations

American Institute of Certified Planners

Professional Affiliations

- American Planning Association
- Urban Land Institute
- Form-Based Code Institute
- National Charrette Institute



Alicia Adams, PLA, ASLA

Alicia Adams is a leader in SmithGroup's Urban Design Studio where she manages the development of complex urban design projects and contributes the formation of important redevelopment and open space strategies. As a landscape architect, Alicia seamlessly integrates her creative capacity to drive important site design through human-centric goals.

Planning and Zoning

- Michigan Economic Development Corporation Redevelopment Ready Communities Program, Various Locations, Michigan
- Campau Banglatown Neighborhood Planning, Detroit, Michigan
- Islandview Greater Villages Urban Design Neighborhood Revitalization, Detroit, Michigan
- ReImagine Washtenaw Corridor Transportation Plan, Ann Arbor & Ypsilanti, Michigan
- Buffalo Central Terminal Site and Neighborhood Planning, Buffalo, New York
- Euclid Avenue Redevelopment Study, Cleveland, Ohio
- Joe Louis Greenway Framework Plan, Detroit, Michigan
- Las Vegas Master Plan, Las Vegas, Nevada
- Pittsburgh District Vision Plan, Pittsburgh, Pennsylvania
- Greenway Planning Study, Sylvania, Ohio
- Community Design Charrettes, Washtenaw County, Michigan
- Lower Rouge Trail Signage Program, Canton, Michigan
- Mix-tape Zoning, Detroit, Michigan
- DTE Energy, Campus and Neighborhood Master Plan, Detroit, Michigan
- Eastside Greenway Master Plan, Cuyahoga County, Ohio

Education

Bachelor of Landscape Architecture, Iowa State University, 2013

Registrations

Landscape Architect: Michigan

Professional Affiliations

- American Society of Landscape Architects (ASLA)
- AIA Detroit Architecture Building Communities: Detroit Program Volunteer (ABC:D K-8 outreach program)
- ASLA Emerging Professionals Committee
- ASLA Archives and Collections Committee
- Urban Land Institute
- ULI Larson Leadership Program
- Portfolio Review Juror, University of Detroit Mercy



Caeley Hynes

Caeley Hynes specializes in urban design and planning and is a passionate planner who effectively communicates with various stakeholders and coordinates the production and analysis of diverse ranges of data. Her work on several recent master planning and zoning projects gives Caeley a range of project experience to draw from, and her passion for her work allow her to produce high-quality deliverables.

Planning and Zoning

- Ann Arbor Affordable Housing Public Engagement, Ann Arbor, Michigan
- Big Rapids Planning Services, Big Rapids, Michigan
- City of Cleveland Euclid Avenue Redevelopment Study, Cleveland, Ohio
- City of Kalamazoo Street Design Manual, Kalamazoo, Michigan
- City of Romulus Ongoing Planning Services, Romulus, Michigan
- City of Wyandotte Zoning Ordinance Update, Wyandotte, Michigan
- Connecting the Rouge Framework Plan, Wayne County, Michigan
- Downtown Phoenix Partnership Curb Study, Phoenix, Arizona
- Las Vegas Master Plan, Las Vegas, Nevada
- Marquette Downtown Plan, Marquette, Michigan
- MEDC Redevelopment Ready Communities Technical Assistance, Various Locations, Michigan
- Menominee Master Plan Update, Menominee, Michigan
- Village of Grass Lake Master Plan, Grass Lake, Michigan
- Village of Lexington Master Plan Update, Lexington, Michigan
- Village of Mahomet Form-Based Code, Mahomet, Illinois

Education

Bachelor of Art in Urban & Regional Planning, University of Illinois at Urbana-Champaign

Registrations

- Michigan Association of Planning (MAP)
- Illinois Association of Planning (APA-IL)



Hannah Smith

Hannah worked as the Planning Assistant for the City of Novi, and is a recent graduate of the Master of Urban and Regional Planning Program at the University of Michigan

Hannah Smith serves as a planner for CIB, where she works on planning, zoning, and public engagement. Hannah is a recent graduate of the Master of Urban and Regional Planning Program at the University of Michigan. She received her Bachelor's from U of M in Environment & Sustainability, and worked as the Planning Assistant for the City of Novi. Her professional interests include municipal planning, sustainability-focused planning, and community engagement.

Planning & Policy Experience

- Graduate Research Assistant to Sarah Mills, PhD
- Policy Analyst/Graduate Research Assistant to Professor Barry Rabe, PhD
- Taubman Externship Program Extern – McKenna
- Planning Assistant – City of Novi Planning Division (Community Development Department)
- CLOSUP (Center for Local, State, and Urban Policy) Policy Analyst

Summer Internships

- Matthaei Botanical Gardens Gaffield Children's Garden Internship
- Growing Hope Urban Farm Internship

Projects & Publications

- "Measuring Equitable Development: A Scorecard for the People of Detroit," (Working Project). UM MURP Capstone project.
- Light, A., Smith, H., & Mills, S. "Renewable Energy in Michigan," Planning & Zoning News, March-April 2020.
- "Commerce 275: A Future for Huron Township," Report for Detroit Region Aerotropolis Development Corp., URP507 course project.
- Mills, S., Bessette, D., & Smith, H. (2019). "Exploring landowners' post-construction changes in perceptions of wind energy in Michigan," Land Use Policy, 82, 754-762.
- Rabe, B. & Smith, H. "United States" Chapter in Federalism & Climate Governance book (forthcoming).

REFERENCES

We invite you to contact the following references who can speak on behalf of the CIB Planning team.

Lynn Markland, City Manager, City of Fenton
(810) 629-2261
lmarkland@cityoffenton.org

Brian Chapman, Current City Manager, Sault Sainte Marie
Former City Manager, City of Vassar
(906) 632-5706
bchapman@saultcity.com

Steve Brown, City Manager, City of Wixom
(248) 624-0894
citymanager@wixomgov.org

Nathan Henne, City Manager, City of Owosso
(989) 725-0568
nathan.henne@ci.owosso.mi.us

Tom Bergman, Community Development Director, City of Ironwood
(906) 932-5050 x 126
bergmant@cityofironwood.org

Michelle Parkkonen, Manager, RRC, Michigan Economic Development Corporation
(517) 599-8796
parkkonenm@michigan.org



We Deliver Results.

CIB Planning

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michigan municipal league

Liability & Property Pool

Proposal

for the

City of Swartz Creek

Presented By:

Brian Steckroth
(248) 204-8283

June 11, 2021

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This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.

Executive Overview

The Michigan Municipal League Liability and Property Pool is administered by the Risk Management staff of the Michigan Municipal League, and serviced by Meadowbrook, Inc. Since 1982, the Pool has been a stable source of comprehensive municipal insurance and risk management services. It is financially secure and positioned for long-term stability.

The **City of Swartz Creek** has been a Pool member since **1985**.

The League administrative staff and the dedicated Pool staff at Meadowbrook, Inc. are municipal insurance experts. Municipal risk management is our only business, and we're proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **City of Swartz Creek**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **City of Swartz Creek** for an annual premium of **\$47,221**. When compared to last year's cost of \$46,139, it represents a premium increase of \$1,082. In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2021. The **City of Swartz Creek's** portion of the dividend return is \$3,079. The **City of Swartz Creek** will receive this dividend in the month following payment of your 2021 renewal premium.

We encourage you to compare the Pool with our competition. Compare us based on price, coverage, service, financial security, experience, and commitment to municipal risk management. When you do, the advantages of Pool membership become clear.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

Our Mission

To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.

Introduction

What You Can Expect Of Us

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems and claims; and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

Your Pool Insures More Than . . .

- | | |
|--------------------------------|----------------------------------|
| ✓ 433 Public Entity Members | ✓ 16 Electric Utilities |
| ✓ 139 Fire Departments | ✓ 24 Municipal Marinas |
| ✓ 170 Law Enforcement Agencies | ✓ \$5 Billion of Property Values |
| ✓ 2195 Police Officers | ✓ 195 Water Service Operations |
| ✓ 5,772 Miles of Streets/Roads | ✓ 218 Sewer Plant Operations |
| ✓ 6,950 Vehicles | |

Coverage and Cost Summary City Of Swartz Creek

Effective 07-01-2021 to 07-01-2022

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$10,000,000	N/A	\$0
Mundy Township	\$10,000,000	N/A	\$0
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0
Personal Injury Liability (Coverage B)	\$10,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$10,000,000	N/A	\$0
Mundy Township	\$10,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	No Coverage	N/A	N/A
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0
Automobile Liability (Coverages A and B)	\$10,000,000	N/A	\$0
<u># Vehicles</u>	<u>Comp</u>	<u>Coll</u>	
12	\$250	\$1,000	

Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$10,000,000 regardless of the number of coverages involved in the occurrence.

Property

Property - Blanket Basis	\$11,046,955	N/A	\$250
Boiler and Machinery	Included	N/A	\$250
Building(s)	Included	N/A	\$250
Contents	Included	N/A	\$250
Property in the Open	Included	N/A	\$250
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	See Schedule	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A

Coverage and Cost Summary City Of Swartz Creek

Effective 07-01-2021 to 07-01-2022

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Contractor's Equipment	\$351,102	N/A	\$250
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$100,000	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Radio Equipment	\$42,448	N/A	\$250
Valuable Papers	\$100,000	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer / Finance Director	\$100,000	N/A	N/A
Bond #: B Treasurer / Finance Director, Manager, Clerk with respect to USDA Rural Development, LTGO Bond	\$129,774	N/A	N/A

Only one deductible applies to claims involving two or more property coverages.



Coverage and Cost Summary City Of Swartz Creek

Effective 07-01-2021 to 07-01-2022

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
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The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$47,221.

Your Team of Experts



Brian Steckroth
Account Executive
(248) 204-8283



Michael J. Forster
Pool Administrator
(734) 669-6340



Ellen Skender
248-204-8582



Joan Opett
248-204-8579

Customer Service Representatives



Tracy Mattiello
Claims Supervisor
(248) 204-8094



Rod Pearson
Loss Control Supervisor
(248) 204-8036

Benefits of Pooling with the MML

- ✓ Proven long-term availability and stability
- ✓ Broad coverage document written specifically for Michigan municipalities
- ✓ Services tailored to unique needs of Michigan municipalities
- ✓ Member assets controlled by an elected Board of municipal officials
- ✓ Equitable rating based on Pool experience in Michigan
- ✓ Aggressive defense strategy – positive impact on case law
- ✓ Professional, dedicated, and experienced local management, oversight and service
- ✓ Decisions made and problems resolved by a group of your peers
- ✓ Investment income and underwriting surplus used to benefit members
- ✓ Lower expenses through tax-exempt and non-profit status
- ✓ Special loss avoidance training sessions including:
 - ✓ Safety aspects of emergency vehicle operations
 - ✓ Accident investigation for supervisors
 - ✓ Confined spaces training

The advantages of pooling can be summarized by:

Service + Control + Value

City of Swartz Creek Has . . .

- ✓ \$746,459 Annual Payroll
- ✓ \$11,046,955 of total values for real and personal property
- ✓ 0 Law enforcement officers
- ✓ 12 Vehicles

Increased Liability Limits

We cannot guarantee the adequacy of any limit of liability. Due to the following factors, it may be prudent to consider higher limits:

- ✓ Increased jury awards in your jurisdiction
- ✓ Increased litigation trends
- ✓ Protection of tax base against judgments in excess of your policy limits

If you are interested in increasing your liability limits, please contact your Account Executive

Highlights of Coverages Provided

Who Is Insured?

The Pool member entity, elected and appointed officials, employees and authorized volunteers, and any person officially appointed to a Board or Commission

General Liability

In addition to standard liability coverages (bodily injury, property damage, products and completed operations) the Pool provides coverages that municipalities need on an **occurrence basis with no aggregate liability limits**:

- ✓ Liability resulting from mutual aid agreements
- ✓ Premises medical payments
- ✓ Host liquor liability
- ✓ Watercraft liability, owned less than 26' and non-owned less than 50'
- ✓ Special events **excluding -**
 - Fireworks (unless endorsed)
 - Liquor Liability
 - Mechanical Amusement Rides
- ✓ Fire legal liability for real property
- ✓ Ambulance and EMT malpractice

Fireworks Coverage Options: (Fireworks application must be completed before coverage is endorsed)

1. The MML Liability & Property Pool is primary (the Member is not added as an additional insured on a pyrotechnician's coverage):

Annual Aggregate Sublimit	Additional Premium
\$500,000	Yes
\$1,000,000	Yes
2. The MML Liability & Property Pool is excess (the Member is added as an additional insured on a pyrotechnician's coverage):
NO ADDITIONAL PREMIUM

- ✓ Athletic participation liability
- ✓ Employee benefit liability
- ✓ Cemetery operations coverage
- ✓ Marina Operators coverage available
- ✓ Up to \$10 million in liability limits available
- ✓ Pollution coverage for Hazardous Response Teams
- ✓ Cyber Liability and Data Breach Response Coverage – as described on MMLCYD (09/17)

General Liability Exclusions . . .

The following is a partial list of general liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution (except for Hazmat operations).
- ✓ Nuclear energy / nuclear material hazards
- ✓ Expected or intended injury
- ✓ Breach of contract
- ✓ Failure of dams (unless endorsed)
- ✓ Backup of Sewers and Drains (**exception -- \$100,000 Annual Aggregate Sublimit for Sewer and Drain Liability**)
- ✓ Aircraft Liability – (Unless Endorsed -- Limited Coverage for Unmanned Aircraft—MML236)
- ✓ Contractual Liability
- ✓ Failure to supply utilities
- ✓ Electromagnetic radiation
- ✓ Medical malpractice for doctors and physicians
- ✓ Criminal activity--Intentional acts w/knowledge of wrongdoing

Cyber Liability and Data Breach Response Coverage

- ✓ Information Security and Privacy Liability
- ✓ Privacy Breach Response Services
- ✓ Regulatory Defense and Penalties
- ✓ Website Media Content Liability
- ✓ PCI Fines, Expenses and Costs
- ✓ Cyber Extortion
- ✓ First Party Data Protection
- ✓ First Party Business Interruption

Public Officials Liability Coverage

“Wrongful Acts”, including intentional acts, defined as any actual or alleged error, misstatement, act of omission, neglect or breach of duty including:

- ✓ Neglect of duty
- ✓ Zoning defense and land use litigation
- ✓ Malfeasance
- ✓ Violation of civil rights
- ✓ Discrimination
- ✓ Employment practices
- ✓ Misfeasance
- ✓ Cable TV broadcasting

Public Officials Liability Exclusions

The following is a partial list of public officials’ liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution and Nuclear Energy
- ✓ Fraud, dishonesty, intentional and criminal acts
- ✓ Failure to purchase coverage or adequate coverage
- ✓ Return of governmental grants or subsidies
- ✓ Intentional acts with knowledge of wrongdoing
- ✓ Eminent domain / takings
- ✓ Illegal profit
- ✓ Labor union actions
- ✓ ERISA violations
- ✓ Backup of Sewers and Drains

Personal Injury & Advertising / Broadcasters Liability Coverage

- ✓ Mental anguish and stress
- ✓ Libel, slander or defamation of character; violation of an individual’s right of privacy
- ✓ Proactive services for non-monetary damage claims

Police Professional Liability Coverage

Police Professional Liability coverage is contained within the General Liability and Public Official Liability Coverage Parts

- ✓ Discrimination
- ✓ Violation of civil rights
- ✓ Jail operations
- ✓ False arrest, detention or imprisonment, or malicious prosecution
- ✓ Wrongful entry or eviction or other invasion of the right of private occupancy
- ✓ Assault or battery
- ✓ Improper service of suit
- ✓ Coverage assumes officers act with intent

Property Coverage

In addition to covering buildings, contents and personal property, the Pool provides:

- ✓ Blanket coverage -- All member-owned property insured (unless specifically excluded)
- ✓ Coverage based on ownership rather than on a "schedule on file" avoids coverage gaps due to errors or oversight
- ✓ Property of others in custody of the Member for which the Member has an obligation to provide coverage
- ✓ Boiler & Machinery coverage, including Boiler certification inspections
- ✓ Replacement Cost or Actual Cash Value available
- ✓ Fungal Pathogens (Mold) Limited Coverage
- ✓ Demolition/increased cost of construction
- ✓ No coinsurance
- ✓ Valuable papers
- ✓ Loss of Rents
- ✓ Property in the open
- ✓ Extra expense
- ✓ Expediting expense

Property Exclusions

The following is a partial list of property coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Nuclear reaction/ contamination
- ✓ War
- ✓ Cyber Risk
- ✓ Fungal Pathogens (Mold) excess of sub-limit
- ✓ Failure to supply utilities
- ✓ Transmission Lines and Poles
- ✓ Dishonest acts
- ✓ Acts of Terrorism excess of Pool's Aggregate Sublimit -- MMLC TR (9/1/10)
- ✓ Wear and tear
- ✓ Computer failures/ viruses

Only one deductible applies to claims involving two or more property coverages.

Comprehensive Crime Coverage

- ✓ Employee Dishonesty/ Faithful Performance of Duty coverage provided on a blanket basis
- ✓ Loss Inside the Premises
- ✓ Loss Outside the Premises
- ✓ Money Orders/ Counterfeit Currency
- ✓ Depositors Forgery
- ✓ Position Fidelity Bonds
- ✓ Computer Fraud
- ✓ Funds Transfer Fraud

Automobile Coverage Highlights

What Is Covered?

Coverage is afforded while operating land motor vehicles, trailers or semi-trailers designed for travel on public roads.

Auto Coverages Provided

- ✓ Michigan No-Fault Coverage, includes mini-tort coverage for no extra charge
- ✓ Excess protection for use of personal automobile for municipal business
- ✓ Uninsured motorist for municipally owned vehicles
- ✓ Underinsured motorists
- ✓ Non-owned and hired auto
- ✓ Comprehensive - actual cash value basis
- ✓ Collision - actual cash value basis
- ✓ Volunteer firefighter auto accident liability coverage
- ✓ Agreed value coverage for emergency vehicles is available
- ✓ Fire or Rescue Vehicle Rental Reimbursement Coverage

Pool Risk Management Services

- ✓ Review and service of all municipal insurance matters
- ✓ Public entity experts address various liability issues
- ✓ Aggressive, member-oriented defense strategy
- ✓ Former police officials address law enforcement risks
- ✓ Physical inspection by municipal loss control consultants
- ✓ Law enforcement risk control programs (LEAF and LERC)
- ✓ Property appraisal services available

Online Services

www.mml.org (click on the *Insurance* button) – offers Pool members an outstanding resource for municipal risk management information and self-help tools in one attractive, simple-to-navigate location. File a claim on line. Download your renewal application. Request a loss control service visit. E-mail us a question. Other services available online:

- ✓ Online Forms (including Sewer Backup Sample Documents)
- ✓ Risk Resources:
 - ✓ Risk Control Solutions
 - ✓ Safety & Health Manual
 - ✓ Risk Management is Good Management Program
 - ✓ Law Enforcement Newsletters
 - ✓ Access to Safetysurance website -- <http://www.safetysurance.com/>
- ✓ MML Pool Audited Financial Statements
- ✓ Intergovernmental Contract
- ✓ Board of Directors, Pool Administrator and Staff Profiles and Contact Information

Membership Responsibilities

Membership in the Michigan Municipal League Liability and Property Pool provides numerous benefits. Likewise, individual members have certain responsibilities to the other members, which are detailed in the Intergovernmental Contract. The following is a summary of the membership responsibilities. Please refer to the Intergovernmental Contract, Articles 5 and 6, for more information.

- ✓ If a Member intends to leave the Pool, the Member must send a written notice to the Pool at least 60 days prior to its next renewal date.
- ✓ A Member must pay its premium when due. The Pool must give each member 20 days written notice of intent to terminate membership for nonpayment of premium. Payment of premium before the 20 days notice is effective will entitle the Member to reinstatement.
- ✓ Members must maintain membership or associate membership status in the Michigan Municipal League.
- ✓ A Member will allow attorneys employed by the Pool to represent the Member in defense of any claim made against the Member within the scope of coverage provided by the Pool. A Member will cooperate with the assigned attorneys, claims adjusters, service company or other agents of the Pool relating to the defense of claims for which the Pool is providing coverage.
- ✓ A Member will follow loss reduction and prevention measures established by the Pool.
- ✓ A Member will report to the Pool as promptly as possible all incidents that the Member reasonably believes may result in a claim against the Member.



GENESEE COUNTY
OFFICE OF THE TREASURER
1101 Beach Street, Suite 144
Flint, Michigan 48502-1475
Telephone (810) 257-3054
Fax (810) 257-3885

Deborah L. Cherry

DATE: May 24, 2021
TO: Local Unit Clerks
FROM: Deborah L. Cherry, Treasurer
SUBJECT: Tax Reverted Property

MCL211.78m directs that all parcels foreclosed by a County Treasurer's Office (foreclosing governmental unit) are available to be purchased by the State of Michigan, City, Village, Township or County in which they are located. The acquisition must be made prior to the foreclosed parcels being taken to public auction.

Please note, this section of the law has recently changed in regards to the amount the State, City, Township, Village or County must pay in order to purchase the property, and is dependent upon if a claim for remaining proceeds (State Form 5743) is filed with the County prior to July 1 by a person claiming to have an interest in the property. Sec 78m (1) is excerpted below:

Sec. 78m.

Not later than the first Tuesday in July immediately succeeding the entry of judgment under section 78k vesting absolute title to tax delinquent property in the foreclosing governmental unit, this state may exercise the right of first refusal to purchase foreclosed property at the greater of the minimum bid or its fair market value by paying that amount to the foreclosing governmental unit if the foreclosing governmental unit is not this state. **If this state elects not to purchase the property under its right of first refusal and 1 or more claimants have filed a claim for remaining proceeds from the foreclosed property under section 78t(2), a city, village, township, or city authority may purchase foreclosed property located within that city, village, township, or area of the city authority included in the judgment and subject to sale under this section by paying the foreclosing governmental unit the greater of the minimum bid or the fair market value of the property. If this state elects not to purchase the property under its right of first refusal and no claimant has filed a claim for remaining proceeds from the foreclosed property under section 78t(2), a city, village, township, or city authority may purchase the foreclosed property by paying the foreclosing governmental unit the minimum bid. If a city, village, township, or city authority**

does not purchase that property and 1 or more claimants have filed a claim for remaining proceeds from the foreclosed property under section 78t(2), the county in which that property is located may purchase that property under this section by paying the foreclosing governmental unit the greater of the minimum bid or the fair market value of the property. If a city, village, township, or city authority does not purchase that property and no claimant has filed a claim for remaining proceeds from the foreclosed property under section 78t(2), the county in which the property is located may purchase that property under this section by paying the foreclosing governmental unit the minimum bid. If a city, village, township, city authority, or county does not purchase that property, 1 or more claimants have filed a claim for remaining proceeds from the foreclosed property under section 78t(2), and the property is within the area of a county authority, the county authority may purchase the property under this section by paying the foreclosing governmental unit the greater of the minimum bid or the fair market value of the property. If a city, village, township, city authority, or county does not purchase that property and no claimant has filed a claim for remaining proceeds from the foreclosed property under section 78t(2), the county authority in which the property is located may purchase that property under this section by paying the foreclosing governmental unit the minimum bid. If property is purchased by a city, village, township, city authority, county, or county authority under this subsection, the foreclosing governmental unit shall convey the property to the purchasing city, village, township, city authority, county, or county authority within 30 days.

As noted in the excerpt of Section 78m above, the changes to the purchase price are noted in bold and summarized below.

- 1. If 1 or more claims for remaining proceeds is received by the Treasurer by July 1 on a parcel, the purchase price will be the greater of fair market value or the minimum bid amount.**
- 2. If no claims for remaining proceeds are received by July 1, the purchase price will be the minimum bid amount for the parcel.**

Also, please note, the requirement for the purchase to be for a public purpose, as well as returning proceeds over the cost incurred by the City/Township/Village to the Treasurer has been removed from this section.

If a local unit decides to purchase a property that a claim for remaining proceeds has been received by the Treasurer, it will be the local units responsibility to defend the fair market value paid for the property if a lawsuit should come from a party claiming an interest in the remaining proceeds.

If you are interested in acquiring any of the parcels in your unit, contact Callie Auten and the required agreement will be forwarded to you for signatures after the July 1 deadline to file Form 5743, Claim for Remaining Proceeds has expired.

Enclosed is the most recent listing of 2021 foreclosed property. The listing includes the amount of delinquent taxes due on the property as of the foreclosure date of April 16, 2021. Please be aware a few foreclosures might be reversed, as allowed by law. (You will be notified by email of any reversals as they occur.)

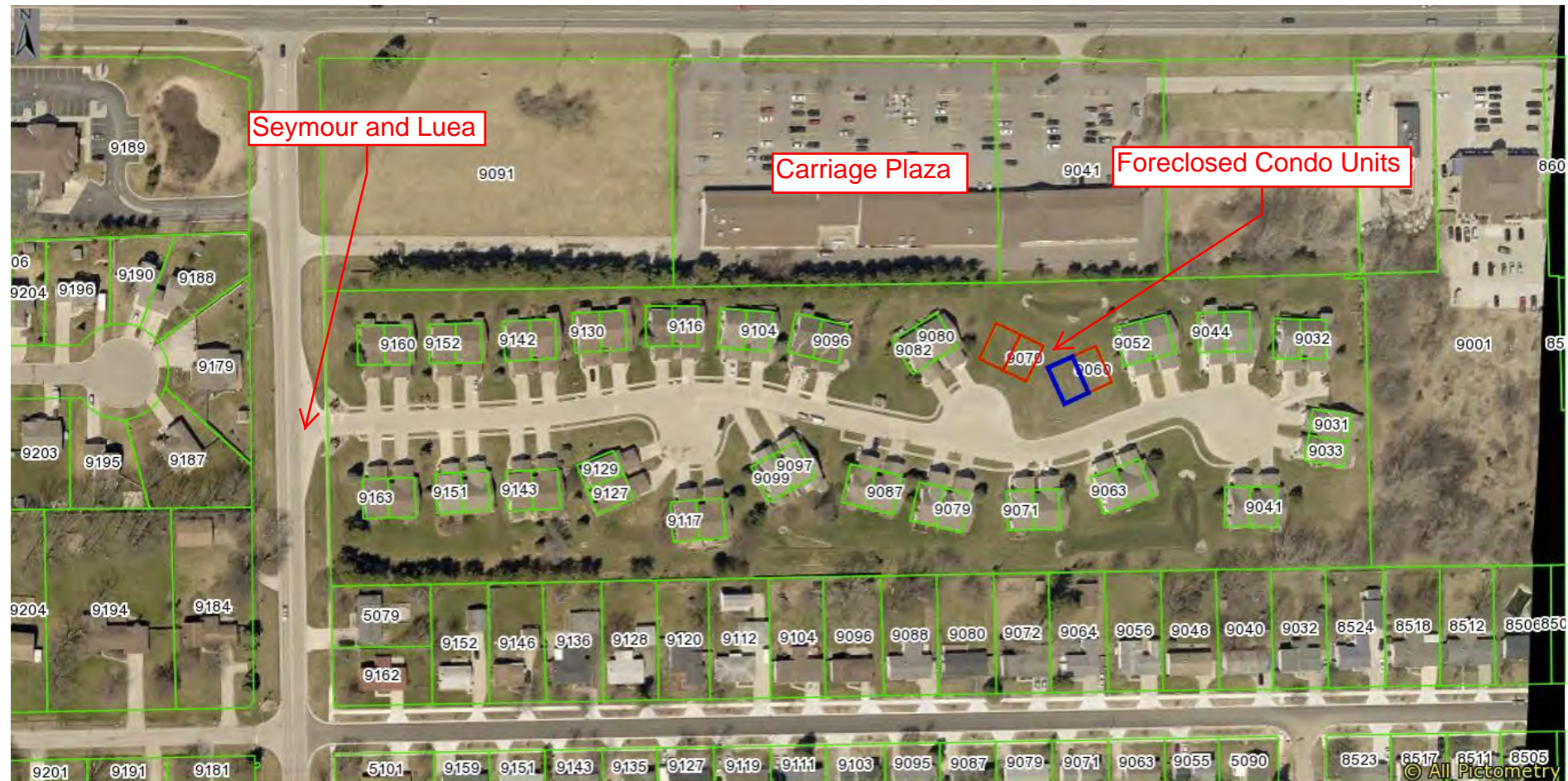
The deadline to notify the Treasurer's office of your intent to purchase property as well as complete paperwork will be close of business July 9, 2021. This will allow the Treasurer's office to finalize the listing of properties that will be offered for sale and allow the auction listing to be available to the public 30 days prior to the auction. (The first auction is scheduled for September 3rd and will be conducted as an online auction only this year.)

As stated, there have been many changes to the law which could have an impact on your decision to purchase a foreclosed property. If you have any questions, please feel free to call Callie Auten at (810) 257-3481 or email at cauten@co.genesee.mi.us.

cc: Unit Treasurer
Unit Assessor

PARCEL	TOTAL	INTERES/FEES	BASE TAX	TAX YEARS FORECLOSED
58-03-626-031	3,788.61	1,896.31	5,684.92	2020 2019 2018 2017
58-03-626-032	3,788.61	1,896.31	5,684.92	2020 2019 2018 2017
58-03-626-033	3,788.61	1,896.31	5,684.92	2020 2019 2018 2017
58-03-626-034	3,788.61	1,896.31	5,684.92	2020 2019 2018 2017

Carriage Commons



J-n-J Yard & Tree Service
 John C Kirk
 4038 Blackington Ave
 Flint, MI 48532
 (810) 625-4542

Estimate: 20210601AHCOSC

Andrew J Harris, Director of Community Service
 Swartz Creek City
 8038 Civic Drive Swartz Creek, MI. 48473
 810.6354464 or 810.8454871
 aharris@cityofswartzcreek.org

June 1, 2021

Description of Services: Services to be performed @ Various properties listed below.	Price
<p>The main objective at each of these properties ensure;</p> <ul style="list-style-type: none"> ○ Street/stop sign clearance. ○ Elevation of trees over walkways and green belt areas for a safe clear vision. ○ Dead wooding / trimming of any trees / branches that impede safety. 	
○ Heritage	\$3,200.00
○ Springbrook East	\$4,000.00
○ Village	\$3,500.00
○ Miller Road	\$1,250.00
○ Concert Park	\$2,850.00
Total Job Cost	\$14,800.00

This estimate is good for 15 days.

If this estimate is accepted, please sign and date below and return to John C. Kirk.

Thank You.



Signature: _____ **Date** _____



YMCA OF GREATER FLINT

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

City of Swartz Creek
Connie Olger
8083 Civic Dr
Swartz Creek, MI 48473

May 27, 2021

Dear Connie,

We recently received the donation in memory of Jentery Farmer and I wanted to thank you. Please share our appreciation with the city employees and board members who donated. Like many of our staff here, I knew Jentery personally. I can't say enough about how much he meant to everyone here. We are all devastated by his death. Thank you for honoring his memory with this donation. We will continue to honor him by making sure every kid has a chance to come to the camp he so loved. His family will be notified of your donation.

We eagerly look forward to continuing our mission in 2021. We know that so much work is left to do to heal our community. I hope that you can stay connected to us through our Facebook page or e-newsletter. You can also continue to support the Y through one of our upcoming special events. Information on all of that can be found at our website www.FlintYMCA.org.

Warm Regards,

Shelly Hilton Thank you very much!

Shelly Hilton
CEO, YMCA of Greater Flint

Receipt Information

We affirm that the YMCA of Greater Flint has provided no goods or services in consideration of your contribution. Please retain this as proof of your gift for Federal Income Tax Purposes.
Gift Amount: \$500

IN 2020 • 135,000 MEALS AND SNACKS SERVED • 177 PEOPLE SAVED IN BLOOD DONATION • 68 YOUTH IN EMERGENCY CHILDCARE

DOWNTOWN BRANCH

411 East Third Street, Flint MI 48503
P 810 232 YMCA
F 810 232 9329
www.Flintymca.org

PIERSON ROAD BRANCH

6-5219 West Pierson Road, Flushing MI 48433
P 810 732 YMCA
F 810 732 2396
www.flintymca.org

CAMPING SERVICES BRANCH

Camp Copneconic / Camp Boomerang
10407 North Fenton Road, Fenton MI 48430
P 810 629 YMCA F 810 629 2128
www.Campcopneconic.org