

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, November 08, 2021, 7:00 P.M.
Paul D. Bueche Municipal Building, 8083 Civic Drive Swartz Creek, Michigan 48473
THIS WILL BE A HYBRID MEETING, WITH IN PERSON ATTENDANCE BY COUNCIL MEMBERS.**

1. **CALL TO ORDER:**
2. **INVOCATION:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
 - 4A. Council Meeting of October 25, 2021 MOTION Pg. 32
 - 4B. Special Council Meeting of October 28, 2021 MOTION Pg. 37
5. **APPROVE AGENDA:**
 - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
 - 6A. City Manager's Report MOTION Pg. 8
 - 6B. Staff Reports & Meeting Minutes Pg. 40
 - 6C. Meijer Appraisal Proposal Pg. 81
 - 6D. Metro Police Board Packet Excerpts Pg. 88
 - 6E. Hydro Corp Reports Pg. 115
 - 6F. Park Rules and Regulations Pg. 146
 - 6G. DLZ Proposal for MS4 Services Pg. 152
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. Pond Ordinance RESO Pg. 26
 - 8B. Meijer Appraisal RESO Pg. 28
 - 8C. ZBA and BOR Wages RESO Pg. 29
 - 8D. Park Rules and Regulations RESO Pg. 30
 - 8E. MS4 Permitting Proposal RESO Pg. 30
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 31

Next Month Calendar

Downtown Development Authority:	Thursday, November 11, 2021, 6:00 p.m., PDBMB
Fire Board:	Monday, November 15, 2021, 6:00 p.m., Public Safety Building
Zoning Board of Appeals:	Wednesday, November 17, 2021, 6:00 p.m., PDBMB
City Council:	Monday, November 22, 2021, 7:00 p.m., PDBMB
Metro Police Board:	Wednesday, November 24, 2021, 10:00 a.m., Metro HQ
Planning Commission:	Tuesday, December 7, 2021, 7:00 p.m., PDBMB
Park Board:	Wednesday, December 1, 2021, 5:30 p.m., PDBMB
City Council:	Monday, December 6, 2021, 7:00 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
VIRTUAL REGULAR CITY COUNCIL MEETING ACCESS INSTRUCTIONS
MONDAY, NOVEMBER 8, 2021, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **November 8, 2021** starting at 7:00 p.m. and will be conducted virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 and rules promulgated by the Michigan Department of Health and Human Services.

To comply with the **Americans with Disabilities Act (ADA)**, any citizen requesting accommodation to attend this meeting, and/or to obtain the notice in alternate formats, please contact Connie Olger, 810-429-2766 48 hours prior to meeting,

Zoom Instructions for Participants

To join the conference by phone:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID** number (also provided below) when prompted using your touch-tone (DTMF) keypad.

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provide below. The details include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

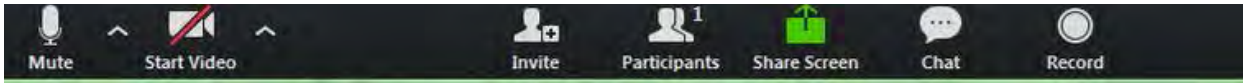
1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touchtone (DMTF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View participant list-opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” show the active speaker.

Connie Olger is inviting you to a scheduled Zoom meeting.

Topic: Swartz Creek City Council Meeting

Time: November 8, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83096401128>

Meeting ID: 830 9640 1128

One tap mobile

+13017158592,,83096401128# US (Washington DC)

+13126266799,,83096401128# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 830 9640 1128

Find your local number: <https://us02web.zoom.us/u/kz4Jb4etg>

If you have any further questions or concern, please contact 810-429-2766 or email colger@cityofswartzcreek.org.

A copy of this notice will be posted at City Hall, 8083 Civic Drive, Swartz Creek, Michigan.

CITY OF SWARTZ CREEK VIRTUAL (ELECTRONIC) MEETING RULES AND PROCEDURES

In order to conduct an effective, open, accessible, and professional meeting, the following protocols shall apply. These protocols are derived from the standard practices of Swartz Creek public meetings, Roberts Rules of Order, the City Council General Operating Procedures, and other public board & commission procedures. These procedures are adopted to govern participation by staff, councilpersons and members of the public in all City meetings held electronically pursuant to PA 228 of 2020. Note that these protocols do not replace or eliminate established procedures or practices. Their purpose is to augment standing expectations so that practices can be adapted to a virtual meeting format.

The following shall apply to virtual meetings of the city's public bodies that are held in accordance with the Open Meetings Act.

1. Meetings of the City Council, Planning Commission, Zoning Board of Appeals, Downtown Development Authority, Park Board, or committees thereunder may meet electronically or permit electronic participation in such meetings insofar as (1) the Michigan Department of Health and Human Services restricts the number of persons who can gather indoors due to the COVID-19 pandemic; (2) persons have an illness, injury, disability or other health-related condition that poses a risk to the personal health or safety of members of the public or the public body if they were to participate in person; or (3) there is in place a statewide or local state of emergency or state of disaster declared pursuant to law or charter by the governor or other person authorized to declare a state of emergency or disaster.
2. All meetings held hereunder must provide for two-way communication so that members of the public body can hear and respond to members of the general public, and vice versa.
3. Members of the public body who participate remotely must announce at the outset of the meeting that he/she is in fact attending the meeting remotely and by further identifying the specific physical location (by county, township, village and state) where he/she is located. The meeting minutes must include this information.
4. Notice of any meeting held electronically must be posted at the City Offices at least 18 hours before the meeting begins and must clearly explain the following:
 - (a) why the public body is meeting electronically;
 - (b) how members of the public may participate in the meeting electronically, including the specific telephone number, internet address or similar log-in information needed to participate in the meeting;
 - (c) how members of the public may contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting;
 - (d) how persons with disabilities may participate in the meeting.

5. The notice identified above must also be posted on the City's website homepage or on a separate webpage dedicated to public notices for non-regularly scheduled or electronic public meetings that is accessible through a prominent and conspicuous link on the website's homepage that clearly describes the meeting's purpose.
6. The City must also post on the City website an agenda of the meeting at least 2 hours before the meeting begins.
7. Members of the public may offer comment only when the Chair recognizes them and under rules established by the City.
8. Members of the public who participate in a meeting held electronically may be excluded from participation in a closed session that is convened and held in compliance with the Open Meetings Act.

MAINTAINING ORDER

Public body members and all individuals participating shall preserve order and shall do nothing to interrupt or delay the proceedings of public body.

All speakers shall identify themselves prior to each comment that follows another speaker, and they shall also indicate termination of their comment. For example, "Adam Zettel speaking. There were no new water main breaks to report last month. That is all."

Any participants found to disrupt a meeting shall be promptly removed by the city clerk or by order of the Mayor. Profanity in visual or auditory form is prohibited.

The public body members, participating staff, and recognized staff/consultants/presenters shall be the only participants not muted by default. All other members must request to speak by raising their digital hand on the virtual application or by dialing *9 on their phone, if applicable.

MOTIONS & RESOLUTIONS

All Motions and Resolutions, whenever possible, shall be pre-written and in the positive, meaning yes is approved and no is defeated. All motions shall require support. A public body member whom reads/moves for a motion may oppose, argue against or vote no on the motion.

PUBLIC ADDRESS OF COUNCIL

The public shall be allowed to address a public body under the following conditions:

1. Each person who wishes to address the public body will be first recognized by the Mayor or Chair and requested to state his / her name and address. This applies to staff, petitioners, consultants, and similar participants.
2. Individuals shall seek to be recognized by raising their digital hand as appropriate on the digital application.

3. Petitioners are encouraged to appropriately identify their digital presence so they can be easily recognized during business. If you intend to call in only, please notify the clerk in advance of your phone number.
4. The city clerk shall unmute participants and the members of the public based upon the direction of the mayor or chair. Participants not recognized for this purpose shall be muted by default, including staff, petitioners, and consultants.
5. Individuals shall be allowed five (5) minutes to address the public body, unless special permission is otherwise requested and granted by the Mayor or Chair.
6. There shall be no questioning of speakers by the audience; however, the public body, upon recognition of the Mayor or Chair, may question the speaker.
7. No one shall be allowed to address the public body more than once unless special permission is requested, and granted by the Mayor or Chair.
8. One spokesperson for a group attending together will be allowed five (5) minutes to address the public body unless special permission has been requested, and granted by the Mayor or Chair.
9. Those addressing the public body shall refrain from being repetitive of information already presented.
10. All comments and / or questions shall be directed to and through the Mayor or Chair.
11. Public comments (those not on the agenda as speakers, petitioners, staff, and consultants) are reserved for the two "Public Comment" sections of the agenda and public hearings.

VOTING RECORD OF PUBLIC BODIES

All motions, ordinances, and resolutions shall be taken by "YES" and "NO" voice vote and the vote of each member entered upon the journal.

City of Swartz Creek
CITY MANAGER'S REPORT

Regular Council Meeting of Monday, November 8, 2021 - 7:00 P.M.

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

FROM: Adam Zettel, City Manager

DATE: November 3, 2021

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **MICHIGAN TAX TRIBUNAL APPEALS** (*Business Item*)

We have a proposal to appraise the Meijer Store approved. However, the city attorney has been watching some recent court decisions and believes that there may be a better option out there.

Flat Rock has successfully defended an appraisal....against Meijer. As it happens, the expert witness is the appraiser that Mr. Gildner recommends. I have spoken to Mr. Widmer at length, and I believe he possesses the skills, tenacity, and reputation to successfully defend our valuation. His presence alone may influence Meijer's stance on the matter. I recommend we proceed with the new appraisal. Note that the professional service fee is lower, being \$15,000.

See the July 26, 2021 report for details on the Meijer appeal.

We continue with an appraisal of Family Farm and Home. This is for an appeal filed last year.

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

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

Applications for the next round of TIP funding are due in November. We are working to submit applications for Seymour and Miller (Morrish to N. Seymour). All major streets are eligible, but these are in the worst shape, by far. They are also the most likely to be awarded, since the points are largely based on condition, traffic counts, and multi-modal function (e.g. bike lanes).

Morrish Road is slated for 2022 federal funding. Note that the total scope of the project is around \$843,660, with 25% being the city's contribution (\$214,625). The city has committed the match portion to this project, which is 75-25. However, the federal allocation is capped at 75% of the original estimate, making the maximum federal reimbursement \$629,035. After three years and some project change orders, we are seeing an engineer's estimate that is \$1.1M prior to payment for construction engineering, which would add another \$150,000.

This is creating some obvious heartburn. The local match on this could easily balloon to 50%, which would place a tremendous strain on our road resources. We are working to reduce the project scope, as well as to seek a TIP amendment to increase this amount.

The project is slated to be complete in 2022. 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 are also including a mid-block crossing at Apple Creek Station.

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 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 of 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.

OHM is preparing preliminary engineering for the remainder of Winchester Village and Winchester Woods. This is a very large scope of work. If we were not pursuing the USDA phase II, we would likely engineer a single street, perhaps Greenleaf. However, with the USDA funding prospect, it is possible that we will have a much larger scope of work to complete in the two year performance period.

We will report the status of the USDA grant so that we can better plan for future projects.

Chelmsford and Oakview (to Seymour) is now underway and will be completed this year. Water main and services are done, with road work on the way. Forestry work finished a while back, and we have communicated the schedule and impact letters to residents.

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.

Crack fill services have been conducted city-wide. We are happy with the results.

✓ **BRIDGE WORK** *(No Change of Status)*

We met with the MDOT representative and the city's bridge engineers (Rowe PSC) to go over our bridge inspection file in mid-September. This was an informal audit, and everything went well. During the process, I learned that there may be 95% match maintenance funds available for the bridge decks. This could be timely for us. With the understanding that cooperation is key to awards, I have asked Rowe to coordinate with the county or other agencies to create a work package. I hope to have something before the council soon. However, like with the TIP, work would be years out.

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

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

A large lining program has been approved. This will finish up with most of downtown and include Miller, from Elms to Morrish. The project is expected to commence in January.

We held off on cleaning and inspections for future lining projects for the time being. When we consider our recent discussions regarding a jetting truck, it might be best to consider these only after we know if we are to do them in-house or with a contractor. Note that we are still looking at costs for in-house vs contracted cleaning. See the "sewer truck" section below for details.

✓ **WATER MAIN REPLACEMENT - USDA** *(No Change of Status)*

The west Miller, Morrish, Bristol Road, and Village segments are complete. The contractor will be starting soon on the final component of USDA phase I, which is the Miller Road segment from Elms to Raubinger.

Note that Morrish Road paving and paint markings are temporary. 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
Whitney
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. Note that we seek preliminary engineering for the streets at this meeting (not water main at this time).

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** *(No Change of Status)*

The water reliability study has been submitted to the state. They are reviewing the document and will provide feedback, if needed. Once finalized, we can integrate the findings into the city capital improvement plan.

✓ **UTILITY BILLING CREDIT CARD USAGE AND RATES** *(Update)*

We have some good news. Credit card usage for the city has surpassed 15%, which is a great industry benchmark. We expect we can get this to go even higher. As of writing, we expect this to reduce our in-person interactions by about 1,200+ each year. It is also certainly responsible for reductions in user late fees, overdue billing administrative time, and shut offs.

The downside is that the cost to customers is about \$10,000 each year in credit card fees, aggregated over all users for the year. This is certainly not helping us achieve greater usage. We wish to have the council consider budgeting \$20,000 each year for fees. If the city picked up this charge, the hope is we would double credit usage and achieve about 1/3 credit card usage. This charge would be less than 1% of revenues and would greatly reduce our in-person customer service and overdue bill efforts. While the city would not reap \$20,000 in offset savings, we would have another customer service tool at our disposal that most do not.

Lastly, there are rumors of a strategic sewer rate increase from the county. We have not gotten one of these in a while. There is no word on whether we will see one or in what amount at this time. We should be prepared to pass this along if implemented. Concerning water, there is cause to consider an inflationary increase in the near future to cover our expenses, especially if the council is agreeable to covering credit card fees.

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

The last of the lots acquired prior to the special assessment have been sold. The city also has two more lots that were acquired through the tax reversion process. There is 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.

Though the city cannot retain funds in addition to expenses for these lots, we are still expected to sell them at market value. Listings in Heritage for vacant units are \$10,000-\$12,000, and none of them are moving. I propose a price of \$10,000 for each lot. If there is no objection, I will bring this back to the council for the first step of the sale process.

✓ **NEWSLETTER** (*Update*)

The fall newsletter was distributed in October. Winter will be upon us shortly. Let me know if you have ideas!

✓ **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. We await filing of a final boundary map prior to bringing the grant agreement to council. As of writing the SRTS project appears to be a 2023 project.
2. (*Update*) **The raceway owner is still considering racing**. The state has more bills in the works. We should know something soon. As a backup plan, the owner will be looking to repurpose the site and cooperate with our master plan process. For now, they have a temporary zoning permit to store surplus vehicles for GM. See details below.
3. Communities First has a purchase option for **Mary Crapo**. This option has apparently been extended by the School Board through February of 2022. Their first application and second applications were 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 have occurred and many are expected throughout the district. Total investment for this effort will exceed \$50 million over two to three years. The improvements so far are very

impressive, especially what is occurring at the middle and high schools. The project is likely to result in another access to Cappy Lane for the high school. 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 2021** will be wrapping up soon. We will be completing the remainder of Chelmsford and Oakview to Seymour in October. The city also has a section on Miller Road to replace yet this year, between Raubinger and Elms.
6. The **Apple Creek 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** is proceeding with building construction at this phase. The project includes 15 townhome condos off Morrish Road in downtown. They are approximately 1,750 square feet, with two car garages and basements.
8. The next **Springbrook East** phase is under construction. They have pulled many home permits. There is currently an issue with a home that is under construction, with said home being placed outside the building footprint. A hearing on the variance was held on October 20th, and all dimensional variances were approved. We are requiring staking of all building footprint and foundation walls prior to commencement.

✓ **TAP/DNR TRAIL** *(No Change of Status)*

We are making great progress affirming easements with the MDOT. They have some procedural requirements for easement acquisition that are very different for current projects, as well as past projects. Our project is being caught in the transition period, and it is not obvious to MDOT that all the boxes are checked. This is delaying us and is requiring appraisal work for some SRTS parcels and TAP parcels alike. The previous report follows.

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** *(Update)*

We are working on the four easements that are required for this project. Two have been signed already (school and Kincaid Apartments). The Kincaid fairground parcel

easement has been approved by council and is awaiting execution. We continue to communicate with the farmers on Bristol Road by Elms Elementary (Jaworsky). We are conducting an appraisal for Jaworsky, as required by MDOT, but this should result in an agreeable purchase for the city council to consider.

I do not recommend we proceed with the condemnation proceedings for any of the remaining properties at this point. I will monitor our progress and report back to the city council.

Preliminary engineering is underway. This project is likely to be done in 2022, or 2023. There is still a chance that this will be combined with the TAP/DNR project.

This is a substantial grant for another \$650,000+ 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** *(Update)*

We met with our MEDC liaison in late October. They are pleased with our progress and we are more than pleased with their programs and assistance.

We are also working with at least one local business for a Match on Main grant of up to \$25,000 for investments in a downtown building! We should know if this is successful by December.

The master plan is proceeding, and the city received the funds in September 2021, to assist with this (\$30,000). The MEDC continues to offer much in-kind support to our efforts.

Our community needs to find specific projects 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/>

Perhaps Otterburn Park would be a good place to start, if nothing downtown presents itself.

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

We have some interest in the Wade Street property from J.W. Morgan. Since this property is just taking up space and generating mowing bills, we should consider unloading it. This is especially true since it is likely to lose its tax exempt status. An infill bungalow house might be the way to go. The floodplain is complicating matters. We will be looking into this.

There is also the matter of a fire pit that has been left onsite. While the city has been actively caring for this property. It is possible that the house to the north continues to use it for recreation. Like other properties, we have not actively excluded use. However, it might be wise to do so for liability reasons. Since there were no objections at the first

August meeting, I have ordered staff to clear the site of the fire pit and other features not belonging to the city. We will get to it when we can.

✓ **8002 MILLER (Update)**

The tenant owes more than \$12,000, despite some incremental payments. Mr. Stritmatter is proceeding with eviction per the city council's motion. A hearing is scheduled for November 30th. Our thought is that we will not seek financial claims against the tenant if the tenant leaves both units immediately and in good condition.

✓ **CDBG (No Change of Status)**

Applications were submitted for the 2022-2024 cycle which will go towards senior services and new downtown residential neighborhood sidewalks. We signed updated agreements to receive and use this funds on September 2nd. Work will be in 2023 for the downtown sidewalks though.

✓ **GIS MAPS (Update)**

We are looking at activating our GIS by further auditing the data and creating 'widgets' to help us with specific tasks. The widgets would be applications that are made specifically to perform and track tasks, such as hydrant flushing, valve turning, and sewer cleaning. These applications will serve as a depository for GIS information on the asset, its current status, and future management. Depending on the scope of work, we may bring some of the proposals for application creation to the city council.

As of writing, we learned that we may be able to inventory our assets at an even lower price, enabling us to inventory sidewalk, traffic signs, and right-of-way trees. With the ability to tie these assets to our work order system, we may be able to construct and use one of the most advanced GIS/work order systems in the region. This would help us tremendously in our ability to conduct long term maintenance and capital improvement planning.

✓ **DISC GOLF (No Change of Status)**

Otterburn Park and the disc golf course is moving into the next phase! Basket 18 (the sledding hill) is looking amazing! The contractor is smoothing out some fairways and adding some topography to the rest of the course. We also have a plan for a circle-drive parking lot, with pavilion.

The disc golf committee has been working hard to place holes for baskets, clear fairways, and raise funds. They have been out there doing some very intense volunteering in October.

✓ **8067 MILLER ROAD (Update)**

The property has sold and this will be removed from future reports.

✓ **MASTER PLAN UPDATE (No Change of Status)**

CIB, in conjunction with Smith Group, are working on the Master Plan/DDA Plan. The planning commission, along with the steering committee and focus group, have made a lot of progress on the design guidelines and downtown subarea plans. There should be a composite draft of the master plan, including vision, goals, and objectives for the November meeting.

The Planning Commission will be the forum for most of the review, with the DDA invited to participate in all PC meetings. All city officials are encouraged to take a very active role in this process. Formal review and public hearings will be conducted at the PC, DDA, and Council level as required by statute.

Formalization of the plan is likely going to be in early 2022.

✓ **RACEWAY** (*No Change of Status*)

The owner is holding some degree of hope for new legislation to enable racing. However, they continue to proceed with reuse. GM is temporarily storing cars onsite. The owner is also looking to engage in our master plan process. 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.

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

We updated our list of funding ideas for ARPA funds based upon input received. The U.S. Department of Treasury has extended the reporting deadline for the Project and Expenditures Report from October of this year to April 30, 2022. As noted, I think we can easily fill this list up with COVID related matters and deferred maintenance projects that can be funded through the revenue loss component of ARPA.

MAKE NO MISTAKE, THIS MONEY WILL NOT GO FAR! Our community is ahead of most in terms of basic infrastructure and maintenance. However, planned investments in our existing capital improvement plan and deferred maintenance will chew through this very rapidly. Especially when considering the funding demands that are forthcoming for fire equipment, potential overages in streets/trails, and inflationary costs.

With that said, we still should include every essential or potential expenditure on the list so that the prioritization and options remain on the table in future years. We definitely have some things to do sooner than later, but the funds will be with us for many fiscal years to come.

The previous report follows:

It appears that our community will be receiving about ~\$550,000 in stimulus funds. This allocation is supposed to be a direct federal allocation (via the State of Michigan) under the American Rescue Plan Act of 2021. We are going to be able to apply for the first distribution (50%) in early July. We will do so, with the understanding that we still have time to commit to an eligible expense. These funds will need to be spent in approximately 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. While the categories have been laid out, it is not obvious what specific expenses are permitted.

Another available option is the recovery of revenues below the ~4% bench mark set by the feds. What this boils down to is that we can place said funds into our general fund to the extent that revenues are not meeting national benchmarks. We continue to educate ourselves and make inquiries.

✓ **PAVILION COMMITMENT** (*No Change of Status*)

The city council has committed to installing a pavilion at Otterburn Park, including a commitment of \$20,000. The family joined us at the August 4 Park Board meeting. After discussion, it appears that a relatively large pavilion, with electricity and a concrete slab is desired.

A consultation with Tri-City Construction indicates that we can probably have a 30x40 foot steel pavilion installed on a 4" slab for about \$35,000. This is a good price, and the initial cut-sheets look good. Park Board believes this is a good direction to go in. I suspect a project like this could get much in terms of donations and in-kind assembly help.

The family appears supportive. We are seeking a time to meet to go over details. This is certainly likely to be bid. However, I am hopeful the council gives Tri-City a good look. They are a Swartz Creek Chamber member and offered to attend meetings and consult when other companies were scarce. We will look to get something specific in front of the city council this winter.

✓ **WATER OPERATIONS SERVICES** *(No Change of Status)*

We are in a position to proceed with an agreement with the GCDC-WWS to supply operational services to the city regarding the water distribution system. This has enabled us to have a broader array of options in selecting the next DPW Director. However, there is no rush to act quickly. We have the ability to take our time further study and consider options. One of the first items of business as we onboard a new director is to consider this option. I will keep the council informed.

✓ **PARK GATES** *(Update)*

The gates are on order. We do not have a timeline. Unless something changes, we will remove this section from future reports.

✓ **SECURITY CAMERAS** *(No Change of Status)*

We are looking at pricing to run conduit in the park. This will have the benefit of providing power (potentially) to additional pavilions. It is also essential if we are to power cameras and provide a feed to the recording device. Once complete, we can better plan for a security system.

✓ **HYDROCOPR ISSUES** *(Update)*

I am including all of the recent reports sent to us by Hydrocorp. Note that residential issues are very low. The most prevalent is the connection of a sump pump to the sanitary sewer. After that, we see a couple boiler, water powered sump pump, or irrigation systems. However, the vast majority come back without an issue. Let me know if you have any questions.

Concerning the lack of participation for residential cross connection inspections, they made some changes moving forward that should help. In addition to the changes noted below, they will also create a dedicated website, with informational video, just for the city! This should help a lot!

The other changes will occur for the week of November 15th.

- Block scheduling will be reduced from 4 hour blocks to 2 hour blocks
- The week of 12/15 will include 4 ten hour shifts by our field inspector
- Available appointments will be from 8am – 6:30pm, Monday - Thursday
- Current residential homes in “Shut off” status will be re-issued another inspection notice
- Any residential water customer unable to schedule an appointment for the week of November 15th, will be placed on the waiting list or scheduled for February 2022.

✓ **SEWER TRUCK** *(Update)*

We have some initial cost-benefit analysis done. However, we are not sold on a recommendation yet.

We have looked at five years’ worth of contracted jetting services (non-routine). These average \$3,325 a year. Based upon the proposed cleaning/jetting price for routine services, we are pricing \$76,507 a year (25,502 lineal feet at year at \$3.25/ft.). Lastly,

we are estimating a conservative \$40,000 for storm sewer cleaning (lineal feet and catch basin count is yet unknown). In total, this equates to \$119,832 per year.

We estimate our equipment purchase price to be ~\$45,000 per year (accounting for purchase and resale). This leaves \$74,832 for labor, fuel, disposal fees, and miscellaneous expenses. Assuming an \$80/hour equipment operation and labor charge for a single operator, we have about 935 labor hours included in that cost (about half a full time employee or a crew of two for four months).

These are very conceptual numbers, but they put us in a reasonable place in my opinion. None of these calculations include the potential for contracted use in other communities, use of the hydro excavator, or training.

Again, there is no recommendation from staff at this point, but we are very interested to hear what council members think of the concept as it is shaping up. The previous report follows:

In an effort to ensure great sewer reliability and long term asset management, Mr. Bincsik has been weighing the benefit of purchasing a sewer jetting truck. Having such a piece of equipment will eliminate our need to rely on third party contractors during after-hour sewer backups, a tenuous proposition these days.

The purchase will also enable us to conduct our own main line jetting program. This is something we absolutely cannot do at this time without large scale contracted services. Even then, we are lucky to clear each main line every 10 years. With our own piece of equipment, we would look to clear each main line every 3-5 years, with problem areas addressed every year or so (Miller and Elms).

The cost is substantial (~\$450,000), but it will reduce our need to contract with private sewer cleaning companies. Most importantly, it will enable our own crews to respond to emergencies involving the sanitary and storm sewer system. We will certainly see a reduction in contracted jetting services, but I expect no overall savings when weighed against the purchase. However, we still recommend looking at this option, since the goal is to enhance our services. The sewer fund IS in a position to cover the purchase and operating costs.

Another benefit is that this will bring high-level work back 'in-house'. This will enable us to supply more labor hours to the DPW in general, thereby offsetting the cost of an additional labor position. This is something we have been working towards for some time to have a larger scale of operations throughout the year.

At any rate, we are only including this narrative, an email price quote, and some images at this time. If there is an appetite to move in this direction, we can indicate our interest and bring back a formal proposal or set of proposals for such equipment. Mr. Bincsik may be at our meeting to indicate his preference for this make and model.

✓ **OTHER COMMUNICATIONS & HAPPENINGS** *(See Individual Category)*

✓ **MONTHLY REPORTS** *(Update)*

We have routine departmental reports for review.

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

✓ **PLANNING COMMISSION** *(Update)*

The Planning Commission met on November 2, 2021. They held a public hearing and further deliberated on a new pond ordinance that will provide a basis for review of ponds as an accessory use. See the Pond Ordinance section below.

The master plan draft is still in progress. As such, there was not a review at this meeting. Attendance has been an issue this fall for members of the commission. We only had five of nine for the October meeting. The next meeting is scheduled for December 7th.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY** *(Update)*

The DDA activity is mostly limited to the master plan, which is no small matter. The master plan is focusing on downtown sub-area plans and design guidelines. While the DDA has not met since August, they are requested to attend to plan drafts and to participate in planning commission meetings. Their next meeting is scheduled for November 11.

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

The ZBA met on October 20 to hear a variance related to the construction of a new condominium outside of the building envelope in Springbrook East. There was a fair amount of public attendance. The variance was approved without conditions. Their next meeting is scheduled for November 17.

✓ **PARKS AND RECREATION COMMISSION** *(Business Item)*

The Park Board met on November 3rd. The parks have been winterized. There were updates on disc golf, Otterburn Park, food trucks in the parks, and the trails (see above).

The park board reviewed the reservation form and park rules as well. This is generally an annual practice. There were some minor updates to the provisions prohibiting alcohol use and park regulations specific to the dog park area, mostly wordsmithing to clarify established rules. However, there were a couple new additions that were felt to contribute toward a cleaner environment. Section 4, subsections 18 & 19 include these new provisions for fasteners and confetti/balloon use. The park board recommends adoption by the council. I have included a resolution.

Draft minutes are included. Their next meeting is December 1 at the city offices.

✓ **BOARD OF REVIEW** *(Update)*

The Board of Review will meet on December 14th at 3pm. This session will hear qualified errors, principal residence exemptions, poverty exemptions and veteran exemptions.

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

I have prepared the council member petition packets and have these available. I want to thank our staff and especially our 2 part time employees for all their help going through our records and organizing our filing system in our vault. This was a much needed project and I can say that our vaults and records are in the best shape since I have been employed here. This will make things easier to maintain going forward.

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

Street and water main projects on Oakview and Chelmsford are progressing and moving toward completion. Oakview has received the first lift of asphalt and all of the concrete has been poured. Final restoration including top soil, grass seed and tree planting is completed. The road still needs its final lift of asphalt. I'm being told this will be completed this weekend (11/5/2021 or 11/6/2021). Chelmsford has all sidewalk and curb and gutter completed. Final restoration has been completed as well. Trees have not been planted yet. Not sure if the intent is to finish paving on Chelmsford this weekend or not. Either way both of those projects should be completed in the coming week.

Park bathrooms are closed and winterized until next spring. Port a johns are still available.

Crews have gotten our fleet ready for winter maintenance. With the exception of two pieces of equipment we are ready to go. We are waiting on parts to get the remaining two pieces of equipment ready for winter.

DPS will be starting fall hydrant maintenance, winterization and flushing in the week of 11/8/2021.

✓ **TREASURER UPDATE (Update)**

Preparation of Federal and State year-end reports in is process. These will be filed once the financial statements are approved at Council. Presentation of the financial statements will be made to council at the regular council meeting Monday, November 22, 2021. Work continues on various projects around the office. Routine operations include, but not limited to, daily/weekly/monthly journal entries, bank wires, review/approval of accounts payable invoices, building department permits and rental inspection collections, processing payroll, receipt of tax and utility billing payments, accounting for grants and projects and other financial matters impacting the city.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **POND ORDINANCE (Update)**

The zoning code indicates that an administrative review of site plans for ponds is required. However, there are no standards for review. This put the city in a position to approve a pond on vacant land on Miller Road, using only general guidance and best practice standards.

As such, the planning commission has been reviewing samples of pond ordinances. Using input from various communities, the commission created a draft that was reviewed at their public hearing on November 2nd. The final recommended version is included in the packet for approval as an ordinance. I recommend this be approved. The ordinance

shall provide for basic safety parameters and the ability to apply higher scrutiny by the planning commission, but it will not be overly burdensome for small projects.

✓ **LOCAL OFFICERS COMPENSATION COMMISSION (Update)**

This group meets every two years to review the stipends of council members. They also make recommendations on Board of Review, Zoning Board of Appeals, and Election Workers. The LOCC met on October 28th.

Since substantial changes were made in 2017 and 2019, there was not a large wage study or deliberation to adjust the compensation. However, to avoid a lapse in increases that results outdated compensation and large future increases, the LOCC was inclined to make regular inflationary adjustments. This will keep compensation fair and reduced the need for massive pay studies.

With that said, the LOCC recommends a 5% increase to all stipends. This is generally in line with the raises experienced by staff for the last two years. The increase is slightly higher, but the LOCC felt this was the best path forward.

The proposed compensation follows:

Mayor:	\$94.50 per meeting (\$90 previously)
Council Member:	\$89.25 per meeting (\$85 previously)
Mayor:	\$1,260 per year (\$1200 previously)
Council Member:	\$630 per year (\$600 previously)
ZBA Chair:	\$26.25 per meeting (\$25 previously)
ZBA Commissioners:	\$21.00 per meeting (\$20 previously)
Board of Review Members:	\$78.75 per meeting (\$75 previously)

Minutes of the LOCC were approved on November 3rd and filed with the clerk on the 4th. The council compensation will be effective in December 4th unless overruled by the city council. This process is considered passive approval, so that the council does not have to actively participate in their compensation. The ZBA and BOR compensation is proposed to be established by resolution.

✓ **METRO POLICE BUDGET (Update)**

The Metro Police Board reviewed labor agreements and the budget for the next fiscal year at their regular meeting on October 27th. All of the agreements and the budget were tabled. There is general concern over the budget increases to the municipalities, being an increase of 3.67%. In the words of Township Administrator, Chad Young, this is 'manageable, but not sustainable.' I agree with this sentiment.

What is a bit more concerning is some specific aspects of the labor agreements. While the agreements propose modest wage increases across the board (2-2.5%), there are also provisions for shift premiums increases, longevity, and more substantial increases for executive staff. These increases are likely to factor into final average compensation for those nearing retirement, which will impact future pension payments. This, in turn, will impact the pension fund.

With that said, there are shared concerns for the sustainability of the pension fund with Metro Police. This has dropped from 100% funded upon formation to 86% funded as of the last actuarial. Much of this is due to changes in MERS assumptions. However, dramatic increases to FAC will certainly require significantly more funding in future years. As such, the Metro Board wishes to see if there are other ways to compensate the officers so that the cost is known and accounted for in present budgets, instead of impacting future pension payments. I am including financial excerpts from the Metro Board packet for reference.

✓ **CENSUS REDISTRICTING (Update)**

As census numbers come in, we are seeing redistricting for the state senate, state house, and county board of commissioners. There is also redistricting for the US House. At this point, we may see a conflict with our current county commissioner. I will provide all of the final maps and corresponding offices when they are done.

✓ **MS4 PERMITTING CONTRACTURAL SERVICES (Business Item)**

Our city is responsible for abiding by the Municipal Separate Storm Sewer System (MS4) program compliance. This is one of the more pressing unfunded mandates that has presented itself in recent years. The premise is clear; that we need clean water discharged into public water bodies. The requirement is that we test and track illicit discharges by testing outfalls into the Swartz Creek. We must also abide by numerous other requirements to educate the public, train staff, and document various aspects of our programming, operations, and tests.

The county drain commission performs these services on behalf of most of the municipalities in the county. They do perform outfall testing. However, there are concerns, raised by EGLE, that the county is NOT providing appropriate education, training, and record keeping. This is likely to result in a violation notice for them and the city. Obviously, we do not wish to be in technical violation or to contribute towards unclean waters.

Since we pay for this service per their cost proration (\$1,500/quarter; \$18,000 total for a five year period), we are not pleased. However, we are still responsible and must find a solution. Our recommendation is to proceed with private sector services from DLZ, an approved engineering service with specialties in sewer and storm sewer. They have included a proposal that will complete the program. The total cost is \$12,028, and I recommend we proceed. We will look to break our relationship with Genesee County and recover our funds, but we believe we must pursue this option in the meantime to remain in compliance.

Council Questions, Inquiries, Requests, Comments, and Notes

Medical Marijuana: The state is likely to pass legislation that will impact home caregivers function and the potential for non-home grow operations. In general, it would limit caregivers to 1 patient for residential dwellings. Communities could choose to allow up to 5 patients in other zoning districts. There would also be a state registration process.

Christmas Parade and Tree Lighting: It appears the event will be at or around 6pm on Saturday, December 4th. I expect parade and plaza permits in November. The firefighters are taking the lead.

Main Break: About two months ago, the new main in front of GM on Miller Road experienced a joint leak. A joint leak repair kit was applied, which fixed the problem. However, without removing the joint, we could not ascertain a cause. I expect this to be an anomaly.

Lights on Morrish Road Bridge: The sensor for these is on the west side of the DPW, under encroaching trees. This causes the lights to remain on for much of the day. The sensor is being relocated.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, November 8, 2021, 7:00 P.M.**

Motion No. 211108-4A MINUTES – OCTOBER 25, 2021

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, October 25, 2021, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 211108-4B MINUTES – OCTOBER 28, 2021

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Special Council Meeting held Thursday, October 28, 2021, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 211108-5A 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 November 8, 2021, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 211108-6A CITY MANAGER’S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of November 8, 2021, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 211108-8A

**RESOLUTION TO ADOPT ORDINANCE 456, AN
ORDINANCE TO REGULATE PONDS**

Motion by Councilmember: _____

WHEREAS, the Public Act 110 of 2006, the Michigan Zoning Enabling Act, enables cities to regulate land use through the creation and enforcement of zoning maps and regulations, and

WHEREAS, the city, in pursuing certification as a Redevelopment Ready Community, performed a zoning audit that revealed the need for incremental changes to the zoning ordinance and;

WHEREAS, the planning commission, with the assistance of staff, and input by the public, reviewed specific changes to the zoning ordinance at their regular meeting on November 2, 2021, and;

WHEREAS, the planning commission, at a public hearing at their meeting on November 2, 2021 and in reviewing the criteria in Zoning Ordinance Section 31.04, found the proposed zoning ordinance amendments to be in the best interest of the public and recommended approval.

THEREFORE, I MOVE the City of Swartz Creek ordains:

**CITY OF SWARTZ CREEK
ORDINANCE NO. 456**

An ordinance to amend the Code of Ordinances: Zoning Appendix A to add Section 13.13 Ponds

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Addition of Articles to Appendix A of the Code of Ordinances.

The City hereby adds Section 13.13 to the Code of Ordinances of Appendix A as follows:

Section 13.13. - Ponds.

(A) Definition

Pond, Accessory Use: A facility (natural or excavated) capable of holding 24 inches or more of water, with an area larger than 100 square feet. Such basins are intended to be an accessory use to improved property and have aesthetic or intrinsic value as a water

resource. Such basins are not intended for storm water management and may or may not have an outlet.

(B) Application and review procedures.

1. Application shall be made to the city zoning administrator. Applications shall contain the following information:
 - a. Name and address of the applicant.
 - b. Legal description of the property upon which the pond will be established.
 - c. Site plan submitted in accordance with article XXI, Site Plan Review.
2. Evidence shall also be presented at the time of application that the Genesee County Drain Commission and Michigan Department of Environmental Quality have granted the necessary permits and/or approvals to the applicant for the construction of the pond or have released the applicant from any obligation thereto.
3. The applicant shall also, at the discretion of the building official or zoning administrator at the time of application, provide evidence from a licensed excavator, civil engineer, or similar allied professional that water can be continuously maintained in the pond once it is constructed, that the drainage pattern of the site will preclude drainage of water onto adjacent property or toward buildings, and that the natural or manmade drainage pattern of the area will remain unaffected.
4. The zoning administrator may require full site plan review by the planning commission at his or her discretion.

(C) Requirements.

1. Ponds shall be an accessory use.
2. The minimum lot size for any pond shall be 1.5 acres.
3. The minimum setback distance for the pond shall be a minimum of 50 feet from any property line or right of way line. A pond may cross a property line only when all properties are owned by the applicant or upon submittal of an easement allowing such occupation.
4. There shall be a horizontal distance of not less than 25 feet from any overhead transmission lines.
5. The pond shall not have a slope steeper than one to three (1:3) for the first ten feet around the perimeter of the pond.
6. All areas disturbed during construction shall be seeded with grasses and maintained in good condition to prevent erosion.
7. The zoning administrator or planning commission may, at its discretion, require the installation of a fence not less than four feet

in height to protect the health, safety, and welfare of the property owners and/or tenants, neighboring uses, and residents.

- 8. No pond is to be located closer than 25 feet to a building, septic fields, or property easements.
- 9. All materials removed as a result of the pond excavation must be retained on-site and distributed about the property so as not to disturb or redirect the natural flow of water and drainage of the property. The Building Official may require a plan submitted for a pond include drawings showing adequate methods to prevent overflow of water onto adjacent properties or right-of-ways.

(D) Fees required.

- 1. Fees shall correspond to the standard Zoning Permit fee for administrative reviews and the applicable Site Plan Review fee for full site plan review by the planning commission, as set by the City Council.
- 2. The zoning administrator, building official, or planning commission may require posting of a performance bond or other surety to cover the estimated cost of completion or removal of the pond facility.

Section 2. Effective date.

This Ordinance shall take effect thirty (30) days following publication.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 211108-8B

RESOLUTION TO APPROVE APPRAISAL FOR MEIJER PROPERTY

Motion by Councilmember: _____

WHEREAS, the city assesses property and collects taxes per the Michigan General Property Tax Act; and

WHEREAS, the City Assessor is charged with determining values for property to be taxed under the same act and rules promulgated by the Michigan Department of Treasury, with the intent of valuing real and personal property in the city accurately, fairly, and consistently; and

WHEREAS, from time to time, the city finds it necessary to defend valuations that are appealed by owner interests in order to achieve those intentions.

WHEREAS, the city council approved a proposal from Integra Realty Resources on September 27, 2021, however, the city attorney recommended a consulting with additional appraisers after recent court findings.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council amend the budget to allocate \$25,000 of unencumbered, unreserved general fund monies to the assessing department for the purpose of contesting the tax appeals by parties referred to as 4141 Morrish Road; PID 58-36-100-014; Meijer, Inc., costs to include an appraisal, legal services, and other related expenses to be provided by the city's legal counsel and an appraisal firm, as selected by the city manager or assessor, with the authority of the city council under Section 2-402(a)(2) of the city ordinances.

BE IT FURTHER RESOLVED, the City of Swartz Creek City Council approve the proposal from Frohm & Widmer, Inc., as included in the city council packet of November 8, 2021 and further direct the Mayor to execute said proposal on behalf of the city.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 211108-8C ZBA AND BOR COMPENSATION

Motion by Councilmember: _____

WHEREAS, the Zoning Board of Appeals is an adjudicatory board established by state law and appointed by the Swartz Creek City Council to fulfill obligations in accordance with PA 110 of 2006 and the city Code of Ordinances; and

WHEREAS, the ZBA members are compensated \$20 per meeting and the chair of the ZBA is compensated \$25 per meeting; and

WHEREAS, the Board of Review is a board established by state law and appointed by the Swartz Creek City Council to fulfill obligations in accordance with PA 206 of 1893 and the city Code of Ordinances; and

WHEREAS, the BOR members are compensated \$75 per meeting; and

WHEREAS, the City Council can establish and adjust the compensation of the ZBA and the BOR; and

WHEREAS, the Swartz Creek Local Officers Compensation Commission, at their regular meeting on October 28th, recommended an increase to this compensation in the amount of 5% to offset general inflation.

NOW, THEREFORE, BE IT RESOLVED that the City of Swartz Creek City Council hereby adopts the following compensation table for Swartz Creek Zoning Board of Appeals and Board of Review Members:

ZBA Chair:	\$26.25 per meeting
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ZBA Commissioners: \$21.00 per meeting

Board of Review Members: \$78.75 per meeting

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 211108-8D RESOLUTION TO AMEND THE PARK RULES

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns, operates, and maintains public park and recreation facilities and desires to promote safe and equitable use of those facilities; and

WHEREAS, the city regulates use of city parks through the adoption of “Park Rules and Regulations” as enabled by enforceable under City Ordinance Section 11-47, Park Rules and Regulations, which reads as follows: the City Council may by resolution adopt rules and regulations governing the use of parks, including prohibitions or restrictions on uses and acts within parks; and

WHEREAS, the city park and recreation commission recommends amending of the attached Park Rules and Regulations to re-word certain provisions and to add regulations pertaining to the use of fasteners and confetti/balloons.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby approve the amended park rules as attached, including the reservation form.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 211108-8E RESOLUTION TO APPROVE PROFESSIONAL SERVICES FOR MS4 COMPLIANCE

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns, operates, and maintains a system of storm water collection assets that drain to the Swartz Creek and other public water bodies of the state; and

WHEREAS, the city is required to comply with standards pertaining to the Municipal Separate Storm Sewer System (MS4); and

WHEREAS, the city and its current provider of MS4 services, the Genesee County Drain Commission, is to satisfying the Michigan Department of Environment Great Lakes and Energy; and

WHEREAS, the city solicited a proposal from a pre-approved engineer that specializes in sanitary and storm sewer matters to remedy the situation.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby approve the professional service agreement dated October 19, 2021 as submitted by DLZ in the amount of \$12,028 and authorize and direct the Mayor to execute said agreement on behalf of the city.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 211108-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of November 8, 2021.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 10/25/2021**

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.

Others Present: Lania Rocha, Metro PD Chief Bade.

Others Virtually Attended: None.

APPROVAL OF MINUTES

Resolution No. 211025-01

(Carried)

Motion by Councilmember Florence
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday October 11, 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. 211025-02

(Carried)

Motion by Councilmember Henry
Second by Councilmember Fountain

I Move the Swartz Creek City Council approve the Agenda as, printed for the Regular Council Meeting of October 25, 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. 211025-03

(Carried)

Motion by Councilmember Fountain
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of October 25, 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:

None.

COUNCIL BUSINESS:

RESOLUTION TO APPROVE 2021-2022 SEWER LINING PROJECTS

Resolution No. 211025-04

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Henry

WHEREAS, the city selected Liqui-Force Services (USA) Inc. (currently known as Granite, Inc.), to perform certain sewer inspections and repairs in 2008 based upon a competitive request-for-proposal process that included fixed unit costs for services; and

WHEREAS, based upon the quality and reliability of work performed, Granite has remained the city's contractor for these specialized services past the original 2012 term of the contract; and

WHEREAS, Granite has agreed to extend their unit costs through June of 2023 for the purpose of completing work on the sanitary sewer system; and

WHEREAS, additional sewer rehabilitation work has been identified by staff and the city engineer based upon current inspections and consultation with the 20 year sewer plan.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek hereby approves the proposal and associated unit costs, in part, to perform rehabilitation on the sanitary sewer system as outlined for Miller Road and various streets in the

downtown as outlined on the updated proposal dated October 8, 2021, in the amount of \$728,364.50, plus a 10% contingency, funds to be appropriated to the Sewer 591 fund.

NOW, THEREFORE, BE IT FURTHER RESOLVED the City of Swartz Creek hereby directs the city manager to create and execute a standard contractor agreement with the contractor.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE ELMS PARK GATES BID APPROVAL

Resolution No. 211025-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek owns operates and maintains a system of parks in the community, including grounds, facilities, and equipment; and

WHEREAS, at the recommendation of the Parks and Recreation Advisory Board, the City Council authorized the installation of gates at the entrances to Elms Park, as a method to reduce after hours traffic in the park; and

WHEREAS, in accordance with the City's Purchasing Ordinance, Chapter 2, Article VI, Section 2-402, the city solicited sealed bids for this project; and

WHEREAS, the city received one qualified bid, from Michigan Fence Company, Inc., in the amount of \$8,304.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek City Council accepts the low bid of \$8,304 for procurement and installation of the gates at Elms Park, such expenses to be apportioned and expensed from the Elms Park Project Fund.

BE IT FURTHER RESOLVED that the City Council hereby authorizes and directs the Mayor to execute the proposal on behalf of the city.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

A RESOLUTION TO AUTHORIZE A MARKET VALUE OFFER TO 5086 MORRISH ROAD FOR A PERMANENT EASEMENT TO CONSTRUCT, OPERATE AND

Draft Minutes

MAINTAIN THE SAFE ROUTES TO SCHOOL PATH

Resolution No. 211025-06

(Carried)

Motion by Councilmember Pinkston
Second by Councilmember Florence

WHEREAS, the City of Swartz Creek has formally planned for, acquired funds for, and intends to construct an extension of the Genesee Valley Regional Trail as well as a connected Safe Routes to School laterals, and

WHEREAS, the trail is a high priority regional asset that functions as an integral part of a non-motorized transportation network, as well as a recreational asset, and

WHEREAS, the trail extension will provide value for public use for walkers, bikers, joggers, and other users by providing a direct health and recreational benefit and by providing access to non-motorized travel between key destinations, and

WHEREAS, MDOT standards for construction require a substantial and ridged footprint to accommodate the 10 foot wide path and accompanying shoulders, and

WHEREAS, some sections of the path lack the proper right-of-way to accommodate the path, and

WHEREAS, some permanent easements have not yet been acquired through donation or good faith offers acquisition, and

WHEREAS, the city has been working with said property owners to negotiate a market transaction for permanent easement rights.

WHEREAS, the owner of 5086 Morrish Road is agreeable to provide the easement for the sum of \$12,500, a sum that staff finds reasonable enough, barely.

THEREFORE, BE IT RESOLVED that the City of Swartz Creek authorizes and directs the city manager to sign and execute permanent easement as included in the city council packet of October 25, 2021.

BE IT FURTHER RESOLVED that the city shall issue payment directly to the property owners at the time of easement execution, as directed by the city attorney.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

None.

Draft Minutes

REMARKS BY COUNCILMEMBERS:

Councilmember Florence noticed barrels are off Miller Road and the speed limit sign is on the side of the road.

Councilmember Henry commented that the Jeepers Creekers pub crawl was fun.

Councilmember Fountain questioned the date and time for the special council meeting with Mr. Zettel. Mr. Zettel asked the council if Thursday, October 28th at 6 p.m. worked for everyone. Council consensus was that the date & time was good. Councilmember Fountain announced she will be moving to Mundy Township either in December or January. She invited everyone to the Chamber Luncheon on Tuesday, October 26th at noon at Randy Wise on Lennon Road.

Mayor Pro Tem Hicks visited the Blue Butterfly Store in downtown and met the owner. The owner commented that during the Jeepers Creekers events she got a lot of foot traffic.

Councilmember Gilbert commented on the HVAC bid packet and some businesses said they never got the email.

Councilmember Pinkston spoke of Fenton having a street millage proposal on their ballot. He is so glad that all the councilmembers get along because Flint City council meetings have so much arguing and go on for 5-6 hours.

Mayor Krueger is glad to see the barrels are gone on Miller Road and that the fencing was put up by the creek.

ADJOURNMENT

Resolution No. 211025-07

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Fountain

I Move the Swartz Creek City Council adjourn the regular meeting of October 25, 2021 at 7:49 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE SPECIAL COUNCIL MEETING
DATE 10/28/2021**

The meeting was called to order at 6:00 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.

Others Present: Boots Abrams

Others Virtually Attended:

APPROVAL OF AGENDA

Resolution No. 211028-01

(Carried)

Motion by Councilmember Florence
Second by Councilmember Fountain

I Move the Swartz Creek City Council approve the Agenda as, amended for the Special Council Meeting of October 28, 2021, to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 211028-02

(Carried)

Motion by Councilmember Henry
Second by Councilmember Fountain

I Move the Swartz Creek City Council accept the City Manager's Report of October 28, 2021, including reports and communications to be circulated and placed on file.

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

MEETING OPENED TO THE PUBLIC:

Draft Minutes

None.

COUNCIL BUSINESS:

RESOLUTION TO APPROVE FINAL SALE OF REAL PROPERTY OWNED BY THE CITY LOCATED AT 8067 MILLER ROAD

Resolution No. 211028-03

(Carried)

Motion by Councilmember Fountain
Second by Councilmember Florence

WHEREAS, the city owns a single family home located at 8067 Miller Road, PID 58-02-529-021; and

WHEREAS, after acquiring an easement for public use from the site, the community has been engaged in finding a preferred option for the permanent use of this parcel; and

WHEREAS, the city's various boards and commissions have found that the rehabilitation of the home for use as a single family residence or live-work space is the preferred option; and

WHEREAS, the city has rehabilitated the home and listed it for sale; and

WHEREAS, a buyer has made an offer to purchase the home for the price of \$192,500, with a closing date of September 15, 2021; and

WHEREAS, the city council approved the offer at its meeting on July 26, 2021 and affirmed the offer on September 13, 2021; and

WHEREAS, the property appraised below the agreed purchase price with two separate appraisals; and

WHEREAS, the buyer and city amended the purchase agreement on September 27, 2021 to a price to \$185,000, including a monthly lease for the property at \$2,000 a month until closing, at or around October 28, 2021; and

WHEREAS, the amendment was made available for public inspection for 30 days per the city's land sale policy.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council authorizes the final sale of 8067 Miller Road per the agreement and addendum as previously approved by the city council.

BE IT FURTHER RESOLVED, the City of Swartz Creek City Council designates, authorizes, and directs the Mayor to act as signatory and to execute any and all sale and transfer instruments required to transfer the property at closing.

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

MEETING OPENED TO THE PUBLIC:

Boots Abrams 5352 Greenleaf Drive, nice to see everyone.

REMARKS BY COUNCILMEMBERS:

Councilmember Pinkston commented the sale of the house is a great thing for the city.
Councilmember Gilbert remarked the barrels & sign were picked up.
Councilmember Henry curb at Wade needs repaired.
Councilmember Florence Ms. Hamady is thrilled house sold, she was raised there.
Mayor Krueger thanked everyone for coming out.

ADJOURNMENT

Resolution No. 211028-04

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the special council meeting of October 28, 2021 at 6:12 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF PLANNING COMMISSION MEETING
NOVEMBER 2, 2021**

Meeting called to order at 7:00 p.m. by Commissioner Henry.

Pledge of Allegiance.

ROLL CALL:

Commissioners present: Binder, Long, Campbell, Krueger, Henry, Cramer, Wyatt.

Commissioners absent: Keene, Grimes.

Staff present: Adam Zettel, City Manager.

Others present: Tom Currier.

Others Virtually Present: Rae Lynn Hicks, George Hicks.

APPROVAL OF AGENDA:

Resolution No. 211102-01

(Carried)

Motion by Commissioner Krueger support by Commissioner Henry, the Swartz Creek Planning Commission approves the agenda for the November 2, 2021 Planning Commission meeting.

Unanimous Voice Vote
Motion Declared Carried

MINUTES OF OCTOBER 5, 2021

Resolution No. 211102-02

(Carried)

Motion by Planning Commission Member Henry
Second by Planning Commission Member Krueger

I Move the Swartz Creek Planning Commission approves the Minutes as amended for the October 5, 2021 Planning Commission meeting.

Unanimous Voice Vote
Motion Declared Carried

MEETING OPENED TO THE PUBLIC:

None.

BUSINESS:

Zoning Ordinance: Pond Requirements

Commissioner Binder referenced pool fencing requirements and if ponds could have something similar. Mr. Zettel referenced section C. #7 of the proposed ordinance.

Commissioner Henry suggested some changes.

PUBLIC HEARING

Open: 7:12 p.m.

Tom Currier 6324 Miller Road, the ponds on two vacant properties by him has raised water level on his property and it is not a good thing.

Mr. Zettel responded that unfortunately the properties Mr. Currier is referring to are already permitted.

Rae Lynn Hicks will the current ponds on the empty lots be required to have fences because they will be unattended at most times. Mr. Zettel responded being that they were built and permitted under existing guidelines, the answer is no. If either of those properties were sold they would be legal conforming, unless there were findings they were unsafe.

Tom Currier 6324 Miller Road, grandkids can't even play in the back yard because it is too muddy.

Mr. Zettel responded he is having the same experience on his property this year. He doesn't have the best answer, but we can monitor and stay in communication and if we can identify an issue being caused by the ponds we can use some method of enforcement to bring them into compliance. Procedurally we can commit to being mindful of this issue and communicating and see where it goes.

Closed 7:18 p.m.

RESOLUTION TO RECOMMEND ADOPTION OF THE POND REGULATION ORDINANCE

Resolution No. 211102-03

(Carried)

Motion by Planning Commission Member Henry
Second by Planning Commission Member Cramer

WHEREAS, the Public Act 110 of 2006, the Michigan Zoning Enabling Act, enables cities to regulate land use through the creation and enforcement of zoning maps and regulations, and

WHEREAS, the city, in pursuing certification as a Redevelopment Ready Community, performed a zoning audit that revealed the need for incremental changes to the zoning ordinance and;

WHEREAS, the planning commission, with the assistance of staff, and input by the public, reviewed specific changes to the zoning ordinance at their regular meeting

on November 2, 2021, and;

WHEREAS, the planning commission, at a public hearing at their meeting on November 2, 2021 and in reviewing the criteria in Zoning Ordinance Section 31.04, found the proposed zoning ordinance amendments to be in the best interest of the public.

THEREFORE, I MOVE the City of Swartz Creek ordains:

CITY OF SWARTZ CREEK
ORDINANCE NO. 456

An ordinance to amend the Code of Ordinances: Zoning Appendix A to add Section 13.13 Ponds

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Addition of Articles to Appendix A of the Code of Ordinances.

The City hereby adds Section 13.13 to the Code of Ordinances of Appendix A as follows:

Section 13.13. - Ponds.

(A) Definition

Pond, Accessory Use: A facility (natural or excavated) capable of holding 24 inches or more of water, with an area larger than 100 square feet. Such basins are intended to be an accessory use to improved property and have aesthetic or intrinsic value as a water resource. Such basins are not intended for storm water management and may or may not have an outlet.

(B) Application and review procedures.

1. Application shall be made to the city zoning administrator. Applications shall contain the following information:
 - a. Name and address of the applicant.
 - b. Legal description of the property upon which the pond will be established.
 - c. Site plan submitted in accordance with article XXI, Site Plan Review.
2. Evidence shall also be presented at the time of application that the Genesee County Drain Commission and Michigan Department of Environmental Quality have granted the necessary permits and/or approvals to the applicant for the construction of the pond or have released the applicant from any obligation thereto.
3. The applicant shall also, at the discretion of the building official or zoning administrator at the time of application, provide evidence from a licensed excavator, civil engineer, or similar allied professional that water can be continuously maintained in the pond once it is constructed, that the drainage pattern of the site will

preclude drainage of water onto adjacent property or toward buildings, and that the natural or manmade drainage pattern of the area will remain unaffected.

4. The zoning administrator may require full site plan review by the planning commission at his or her discretion.

(C) Requirements.

1. Ponds shall be an accessory use.
2. The minimum lot size for any pond shall be 1.5 acres.
3. The minimum setback distance for the pond shall be a minimum of 50 feet from any property line or right of way. A pond may cross a property line only when all properties are owned by the applicant or upon submittal of an easement allowing such occupation.
4. There shall be a horizontal distance of not less than 25 feet from any overhead transmission lines.
5. The pond shall not have a slope steeper than one to three (1:3) for the first ten feet around the perimeter of the pond.
6. All areas disturbed during construction shall be seeded with grasses and maintained in good condition to prevent erosion.
7. The zoning administrator or planning commission may, at its discretion, require the installation of a fence not less than four feet in height to protect the health, safety, and welfare of the property owners and/or tenants, neighboring uses, and residents.
8. No pond is to be located closer than 25 feet to a building, septic fields, or property easements.
9. All materials removed as a result of the pond excavation must be retained on-site and distributed about the property so as not to disturb or redirect the natural flow of water and drainage of the property. The Building Official may require a plan submitted for a pond include drawings showing adequate methods to prevent overflow of water onto adjacent properties or right-of-ways.

(D) Fees required.

1. Fees shall correspond to the standard Zoning Permit fee for administrative reviews and the applicable Site Plan Review fee for full site plan review by the planning commission, as set by the City Council.
2. The zoning administrator, building official, or planning commission may require posting of a performance bond or other surety to cover the estimated cost of completion or removal of the pond facility.

Section 2. Effective date.

This Ordinance shall take effect thirty (30) days following publication.

Discussion Ensued.

Yes: Krueger, Henry, Cramer, Wyatt, Binder, Campbell.
No: Long. Motion Declared Carried.

Meeting Open to Public:

Rae Lynn Hicks commented on mosquito control.

Tom Currier doesn't believe the property he referenced earlier didn't have a licensed excavator. Board members responded Mr. Currier should go to city council meeting and voice his concerns.

Remarks by Planning Commission:

Boardmember Binder "Happy Thanksgiving".
Boardmember Cramer" Happy Thanksgiving".
Boardmember Henry attended Planning Conference and felt it was a dud.
Boardmember Long "Happy Thanksgiving".

Adjourn

Resolution No. 211102-04

(Carried)

Motion by Planning Commission Member Cramer
Second by Planning Commission Member Henry

I Move the Swartz Creek Planning Commission adjourns the November 2, 2021 Planning Commission meeting.

Unanimous Voice Vote
Motion Declared Carried

Meeting adjourned at 7:56 p.m.

Betty Binder, Secretary

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
PARK AND RECREATION ADVISORY BOARD
MINUTES OF REGULAR MEETING
PAUL D. BUECHE MUNICIPAL BUILDING
November 3, 2021

Meeting called to order at 5:30 p.m. by Chairperson Fountain.

Members Present: Sandi Brill, Mark Gonyea, Jim Barclay, Rae Lynn Hicks, George Hicks, Samantha Fountain,
Connie Olger & Trudy Plumb.

Members Absent: Vacant.

Staff Present: Adam Zettel, Robert Bincsik.

Others Present: Nate Henry, Boots Abrams, Erik Jamison & Robbie Fitzpatrick.

Virtually Present: Lania Rocha

APPROVAL OF AGENDA: Motion by Plumb to approve the agenda of November 3, 2021, support by Gonyea.

Unanimous Voice Vote.
Motion Declared Carried.

APPROVAL OF MINUTES: Motion by Gonyea to approve minutes of October 5, 2021, support by Plumb.

Unanimous Voice Vote.
Motion Declared Carried.

MEETING OPEN TO THE PUBLIC: None.

COMMUNICATIONS TO THE BOARD:

- A. October 5, 2021 Minutes
- B. Staff Letter
- C. Park Rules (confetti/streamers/staples) cameras?

REPORTS:

- A. City Manager: All the trails are moving along. There has been no change with pavilion at Otterburn Park, haven't been able to meet with family. We are looking to get the kit information. Disc Golf group has been doing a lot of work and there has been a lot of interest in sponsorships. Food truck vending has been at Elms Park providing concessions for youth athletics. Suggestions such as limiting the number of trucks and allowing for events only going forward. Food Trucks in the parks will be required to go through the permitting process.
- B. DPW Director: Park restrooms have been winterized and the gates for Elms Park have been ordered and are on backorder.

BUSINESS:

- A. Park Rules and Reservations: The park board made some minor updates and had a couple additions, such as fasteners and confetti/balloons. Barclay suggested adding no overnight parking signs.

Motion by Plumb to approve the Park Reservation rules amendments, support by Brill.

Unanimous Voice Vote.
Motion Declared Carried.

- B. Pavilion Scope: Nothing new to add other than what was mentioned earlier.
- C. Christmas Parade & Decorating Contest: The Christmas Parade is December 4, 2021 @ 6 pm. Erik Jamison spoke of the parade and events they are organizing, such as a vendor market during the day before the parade, at Holland Square. The parade route will run from the Middle School to Holland Square. He's looking for ideas and community support.

Judges for the decorating contest will be Trudy Plumb, Sandi Brill, Rae Lynn Hicks, & Samantha Fountain. Connie will get the maps & signs to all the judges. Winners need to be reported to Rae Lynn for pictures by December 10th.

MEETING OPEN TO PUBLIC: None.

BOARD MEMBER COMMENTS: Trudy Plumb thanked Mr. Jamison & Mr. Fitzpatrick for attending the meeting and once they get date/time set for the Christmas events meeting to let us know. Sandi Brill would like to get more information on the green outhouse for Abrams Park by tot lot. She also reached out to the Flint River Water Shed and spoke with Nicole and Nicole would like to attend one of our meetings. Jim Barclay thinks the sledding hill at Otterburn Park is going to be a pretty good hill.

Motion by Plumb, adjourn the meeting, supported by George Hicks.

Unanimous Voice Vote.
Motion Declared Carried.

ADJOURNMENT: Meeting adjourned at 6:43 p.m.

NEXT MEETING: December 1, 2021, 5:30 p.m.

Connie Olger, Secretary

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF LOCAL OFFICERS COMPENSATION COMMISSION MEETING
October 28, 2021**

Meeting called to order at 5:02 p.m. by temporary Chair Zettel.

Pledge of Allegiance.

ROLL CALL:

Commissioners present: Cummings, Maksymiu, Abrams and Novak.

Commissioners absent: Alexander.

Staff present: Adam Zettel, City Manager, Connie Olger, City Clerk.

Others present: None.

SELECTION OF CHAIRPERSON:

Resolution No. 211028-01

(Carried)

Motion by Commission Member Abrams, Second by Commission Member Novak the Swartz Creek Local Officers Compensation Commission hereby selects Commissioner Cummings as the Chairperson for the current session.

Unanimous Voice Vote
Motion declared carried.

APPROVAL OF MINUTES:

Resolution No. 211028-02

(Carried)

Motion by Commission Member Novak second by Commission Member Abrams the Swartz Creek Local Officers Compensation Commission approves the minutes for the November 7, 2019 Local Officers Compensation Commission meeting as printed.

Unanimous Voice Vote
Motion declared carried.

APPROVAL OF AGENDA:

Resolution No. 211028-03

(Carried)

Motion by Commission Member Novak, Second by Commission Member Maksymiu the Swartz Creek Local Officers Compensation Commission hereby approves the agenda for the October 28, 2021 Commission meeting.

Unanimous Voice Vote
Motion declared carried.

BUSINESS:

Review of Elected Officials Compensation

The Commission reviewed the current compensation of the city council. It was agreed that the city council members, board of review & zoning board of appeals will receive a 5 % increase.

City Council Compensation

Resolution No. 211028-04

(Carried)

Motion by Commission Member Abrams
Second by Commission Member Novak

I Move the Swartz Creek Local Officers Compensation Commission hereby adopts the following compensation table for Swartz Creek City Council Members:

Mayor:	\$94.50	per meeting
Council Member:	\$89.25	per meeting
Mayor:	\$1260.00	per year
Council Member:	\$630.00	per year

Unanimous voice vote.
Motion declared carried.

ZBA & BOR Compensation

Resolution No. 211028-04

(Carried)

Motion by Commission Member Novak
Second by Commission Member Abrams

I Move the Swartz Creek Local Officers Compensation Commission hereby adopts the following compensation table for Swartz Creek Zoning Board of Appeals & Board of Review Members:

ZBA Chair	\$26.25	per meeting
ZBA Members:	\$21.00	per meeting
Board of Review Member:	\$78.75	per meeting

Abstain: Cummings
Unanimous voice vote.
Motion declared carried.

MEETING OPENED TO THE PUBLIC:

None.

Remarks By Commissioners:

Commissioner Maksymiu inquired if the 5% is the same as the cost of living increase that social security is doing. Mr. Zettel replied no.

Resolution No. 211028-05

(Carried)

Motion by Commission Member Novak second by Commission Member Maksymiu, the Swartz Creek Local Officers Compensation Commission adjourns the October 28, 2021 Commission Meeting.

Unanimous voice vote.
Motion declared carried.

Meeting adjourned at 5:15 p.m.

Connie Olger
City Clerk

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF LOCAL OFFICERS COMPENSATION COMMISSION MEETING
November 3, 2021**

Meeting called to order at 5:01 p.m. by Chair Cummings

Pledge of Allegiance.

ROLL CALL:

Commissioners present: Cummings, Maksymiu, Abrams and Novak.

Commissioners absent: Alexander.

Staff present: Adam Zettel, City Manager, Connie Olger, City Clerk.

Others present: Sandi Abrams Brill.

APPROVAL OF AGENDA:

Resolution No. 211102-01

(Carried)

Motion by Commission Member Abrams, Second by Commission Member Novak the Swartz Creek Local Officers Compensation Commission hereby approves the agenda for the November 03, 2021 Commission meeting.

Unanimous Voice Vote
Motion declared carried.

APPROVAL OF MINUTES:

Resolution No. 211102-02

(Carried)

Motion by Commission Member Novak second by Commission Member Maksymiu the Swartz Creek Local Officers Compensation Commission approves the minutes for the October 28, 2021 Local Officers Compensation Commission meeting as printed.

Unanimous Voice Vote
Motion declared carried.

BUSINESS:

None.

MEETING OPENED TO THE PUBLIC:

None.

Remarks By Commissioners:

None.

Resolution No. 211102-03

(Carried)

Motion by Commission Member Abrams second by Commission Member Novak, the Swartz Creek Local Officers Compensation Commission adjourns the November 03, 2021 Commission Meeting.

Unanimous voice vote.
Motion declared carried.

Meeting adjourned at 5:04 p.m.

Connie Olger
City Clerk

CHECK REGISTER FOR CITY OF SWARTZ CREEK
CHECK DATE FROM 10/01/2021 - 10/31/2021

Highlighted amount is total for that vendor

Check Date	Check	Vendor Name	Description	Amount
10/07/2021	49922	AMMELEO WILSON	ELMS PARK DEPOSIT REFUND 10/3/21 #2	100.00
10/07/2021	49923	BETTY SHANNON	CONTRACT REIMB JULY-SEPT 2021 RETIREE &	997.65
10/07/2021	49924	BIO-SERV CORPORATION	PEST CONTROL - PUBLIC SAFETY BLDG	59.00
10/07/2021	49925	CBIZ BENEFITS AND INSURANCE SRV INC	ADDITIONAL CALC PUB ACT 202/GASB 75 REPT	3,250.00
10/07/2021	49926	CHASE CARD SERVICES	MONTHLY INVOICE 8/22-9/21/21	753.88
10/07/2021	49927	CITY OF SWARTZ CREEK	8067 MILLER UB 6/20-9/29/21 FINAL	127.44
			UB 5121 MORRISH 6/20-9/20/21	187.20
			UB 5363 WINSHALL 6/20-9/20/21	302.67
			UB 8083 CIVIC DR 6/20-9/20/21	449.25
			UB 8095 CIVIC DR 6/20-9/20/21	216.31
			UB 8100 CIVIC DR 6/20-9/20/21	1,238.99
			UB 8059 FORTINO 6/20-9/20/21	470.32
			UB 4125 ELMS RD 6/20-9/20/21	401.74
				3,393.92
10/07/2021	49928	COMCAST BUSINESS	CITY HALL MONTHLY INVOICE 9/26-10/25/21	143.30
10/07/2021	49929	COMCAST BUSINESS	MONTHLY INVOICE DPW 9/29-10/28/21	179.11
10/07/2021	49930	CONSUMERS ENERGY	ELECTRICAL RELOCATION MORRISH RD	9,973.00
10/07/2021	49931	CONSUMERS ENERGY	8067 MILLER 8/20-9/20/21 & FINAL THRU 9/	64.22
10/07/2021	49932	CONSUMERS ENERGY	8100 CIVIC DR 8/31-9/29/21	796.06
10/07/2021	49933	CONSUMERS ENERGY	8301 CAPPY LN 8/31-9/29/21	367.98
10/07/2021	49934	CONSUMERS ENERGY	5015 HOLLAND DR LOT LIGHTS 8/30-9/28/21	38.47
10/07/2021	49935	CONSUMERS ENERGY	8011 MILLER RD 8/30-9/28/21	29.09
10/07/2021	49936	CONSUMERS ENERGY	5121 MORRISH RD 8/30-9/28/21	262.41
10/07/2021	49937	CONSUMERS ENERGY	8095 CIVIC DR 8/30-9/28/21	534.72
10/07/2021	49938	CONSUMERS ENERGY	5361 WINSHALL DR #2 RESTRMS 9987 8/30-9/	44.92
10/07/2021	49939	CONSUMERS ENERGY	9099 MILLER RD 8/30-9/28/21	33.83
10/07/2021	49940	CONSUMERS ENERGY	5361 WINSHALL DR 8369 8/30-9/28/21	31.75
10/07/2021	49941	CONSUMERS ENERGY	5257 WINSHALL DR 8/30-9/27/21	29.09
10/07/2021	49942	CONSUMERS ENERGY	8083 CIVIC DR 8/30-9/28/21	493.52
10/07/2021	49943	CONSUMERS ENERGY	8499 MILLER RD 8/30-9/28/21	31.45
10/07/2021	49944	CONSUMERS ENERGY	8059 FORTINO DR 8/30-9/28/21	60.03
10/07/2021	49945	CONSUMERS ENERGY	4510 MORRISH RD 8/30-9/28/21	40.51
10/07/2021	49946	CONSUMERS ENERGY	ELMS PARKING LOT AREA LIGHTS 2300 9/1-9/	38.94
10/07/2021	49947	CONSUMERS ENERGY	4125 ELMS RD 4353 9/1-9/30/21	55.58
10/07/2021	49948	CONSUMERS ENERGY	4125 ELMS RD PAVILION 4437 9/1-9/30/21	37.82
10/07/2021	49949	CONSUMERS ENERGY	SIRENS TRAFFIC LIGHTS 1997 9/1-9/30/21	31.22
10/07/2021	49950	CONSUMERS ENERGY	4524 MORRISH RD 9/1-9/30/21	65.06
10/07/2021	49951	CONSUMERS ENERGY	TRAFFIC LIGHTS 1781 9/1-9/30/21	475.95
10/07/2021	49952	CONSUMERS ENERGY	6425 MILLER PARK & RIDE 9/1-9/30/21	135.07
10/07/2021	49953	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	1,862.60
10/07/2021	49954	DEANNA KORTH	BANK MILEAGE DEANNA KORTH SEPT 2021	21.84
10/07/2021	49955	ELIZABETH MOORE	ELMS PARK DEPOSIT REFUND 9/25/21 #1	100.00
10/07/2021	49956	ENERGY REDUCTION COALITION	EXCESS BENEFIT PAYMENT	1,126.55
10/07/2021	49957	FAMILY FARM AND HOME INC	SEPTEMBER 2021 INVOICES	24.98
10/07/2021	49958	FIDELITY SECURITY LIFE INSUR/EYEMED	RETIREE VISION OCT. 2021 (5)	34.84
10/07/2021	49959	FLINT AREA NARCOTICS GROUP	2021/2022 MEMBERSHIP DUES	7,850.60
10/07/2021	49960	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	5.00
10/07/2021	49961	GENESEE CTY DRAIN COMMISSIONER	WATER 7/28-8/25/21 1,836,610 CF	117,105.08
10/07/2021	49962	GILL ROYS HARDWARE	SEPTEMBER 2021 INVOICES LESS DISCOUNT	116.47
10/07/2021	49963	GLAESER DAWES	ROAD CONSTRUCTION OAKVIEW/WINSTON/CHELMS	362,732.32
10/07/2021	49964	GREGORY R CRUTHERS	ANNUAL WEB SITE MAINT.	500.00
10/07/2021	49965	HYDRO DESIGNS INC	CROSS CONNECTION CONTROL PROGRAM FEB 20	897.00
			EXPANDED CROSS CONNECTION PROGRAM FEB 20	9,144.00
				10,041.00
10/07/2021	49966	INTEGRITY BUSINESS SOLUTIONS	LINER (6 CT)	558.30
			LINER (6 CT)	418.92

			CREDIT FOR LINER (6 CT)/CHARGED INCORREC	(558.30)
				418.92
10/07/2021	49967	JAMS MEDIA LLC	HVAC BIDS/ORD. 454/WOODSIDE ZBA	284.10
10/07/2021	49968	JANET OWENS	ELMS PARK DEPOSIT REFUND 9/25/21 #3	100.00
10/07/2021	49969	JAY'S SEPTIC TANK SERVICE	PORT-A-JON RENTAL9/24-10/21/21	120.00
			PORT-A-JON RENTAL 9/27-10/24/21	260.00
				380.00
10/07/2021	49970	JODY KEY	BANK MILEAGE JODY KEY SEPTEMBER 2021	4.37
10/07/2021	49971	JOHNS TRUCK SERVICE	OIL FLTE/OIL/FUEL FLTR/HYDRLC LINES & OI	2,209.16
10/07/2021	49972	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	1,245.00
			MOW & TRIM CITY PROPERTIES	1,245.00
				2,490.00
10/07/2021	49973	JOYCE BOUCHARD	ELMS PARK DEPOSIT REFUND 9/26/21 #4	100.00
10/07/2021	49974	KCI	OCT 2021 UB BILLS/POSTAGE BALANCE	369.68
10/07/2021	49975	KEN LAUER	REIMB FOR MICHIGAN FENCE CO	3,570.00
10/07/2021	49976	LEGACY ASSESSING SERVICES INC	ASSESSING SERVICES OCTOBER 2021	2,536.66
10/07/2021	49977	METRO POLICE AUTH OF GENESEE COUNTY	ORDINANCE FEES AUGUST 2021	2,552.51
10/07/2021	49978	MICHIGAN ASSOC OF PLANNING	CRAMER CONF 10/27-29/2021 ADD 2 GROUP ME	250.00
10/07/2021	49979	MMTA	DUES KORTH 1/1/22-12/31/22	75.00
10/07/2021	49980	PARAGON LABORATORIES INC	WATER SAMPLES WO SWARTZ CREEK	722.00
10/07/2021	49981	RAYMON BIRCHMEIER	PORT A JON RENTAL 8/10-8/16/21 HOLLAND S	300.00
10/07/2021	49982	SARA NELSON	ELMS PARK DEPOSIT REFUND 10/3/21 #1	100.00
10/07/2021	49983	SARGENTS TITLE COMPANY	EASEMENT SERCH 5075 BRADY SRTS	300.00
			EASEMENT SEARCH 5086 MORRISH SRTS	300.00
			EASEMENT SEARCH 6434 BRISTOL SRTS	300.00
			EASEMENT SEARCH 3259 ELMS SRTS	300.00
			EASSEMENT SEARCH 8331 CAPPY LN SRTS	300.00
				1,500.00
10/07/2021	49984	SARGENTS TITLE COMPANY	TITLE SEARCH 6401 BRISTOL	300.00
10/07/2021	49985	SARGENTS TITLE COMPANY	TITLE SEARCH 3462 DYE RD	300.00
10/07/2021	49986	SARGENTS TITLE COMPANY	TITLE SEARCH 6410 BRISTOL	300.00
10/07/2021	49987	SHAY AND OLIVER NEWELL	ELMS PARK DEPOSIT REFUND 9/25/21 #2	100.00
10/07/2021	49988	STAPLES	TONER (3)	93.81
			TOILET CLEANER/POST IT NOTES (2)	37.50
				131.31
10/07/2021	49989	SUBURBAN AUTO SUPPLY	PARTS CLN W/BASKT, CARB CLEAN (2), HOSE	48.75
			POWERATED BELT	15.59
				64.34
10/07/2021	49990	TERESE JUNE	ELMS PARK DEPOSIT REFUND 10/3/21 #1	100.00
10/07/2021	49991	TRUCK AND TRAILER SPECIALTIES INC	WINTER TRUCK MAINTENANCE	3,186.65
10/07/2021	49992	VERMEER OF MICHIGAN	BLADE SHARPENING	82.41
10/12/2021	49993	ADS PLUS PRINTING LLC	HYDRANT FLUSHING YARD SIGNS (10)	338.00
10/12/2021	49994	BIO-SERV CORPORATION	PEST CONTROL - CITY HALL/LIBRARY-SR CTR	114.00
10/12/2021	49995	COFFIELD OIL COMPANY INC	FUEL	20.00
10/12/2021	49996	COMMUNITY IMAGE BUILDERS	MASTER PLAN UPDATE	19,308.14
10/12/2021	49997	CONSUMERS ENERGY	STREET LIGHTS 1294 9/1-9/30/21	6,451.78
10/12/2021	49998	DEANNA KORTH	REIMBURSEMENT FOR WATER SAMPLE COMPL GIF	878.96
10/12/2021	49999	GFL ENVIRONMENTAL USA INC	FY22 GARBAGE/RECYCLING/YARD WASTE SEPTEM	24,843.00
10/12/2021	50000	GLAESER DAWES	USDA WATERMAIN PROJ OAKVIEW/MILLER/BRIST	3,685.05
10/12/2021	50001	MICHIGAN LUMBER CO	LUMBER FOR TRASH CONTAINER COVERS	120.53
			LUMBER FOR SALT SHED	93.51
				214.04

10/12/2021	50002	ROWE PROFESSIONAL SERVICES CO	DISTRICT 3 SEWER	1,377.50
10/12/2021	50003	SCOTT W PENOYER	RELOCATE STORAGE BUILDING TO DPW GARAGE	12,000.00
10/12/2021	50004	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING	48.00
10/12/2021	50005	SUBURBAN AUTO SUPPLY	PB BLASTER (2)/SHOP TOWEL BOX	31.97
10/12/2021	50006	SUPER FLITE OIL CO INC	FUEL - DPW SEPTEMBER 2021	602.61
10/12/2021	50007	VERIZON WIRELESS	MONTHLY INVOICE 9/2/21-10/1/21	512.51
10/12/2021	50008	ALLIED EQUIPMENT RENTAL	2" ELECTRIC SEMI TRASH PUMP/HOLE STRAINE	489.40
10/21/2021	50009	AMERICAN PLANNING ASSOCIATION	APA/AICPA DUES/CAT G/MICH CHAPTER/JOURNA	657.00
10/21/2021	50010	BLUE CARE NETWORK-EAST MI	RETIREE HEALTH NOVEMBER 2021 CLOLINGER	1,479.19
10/21/2021	50011	BS & A SOFTWARE	PAS 6/29-9/30/21 MR TAX ANNL MAINT 11/1/	1,779.00
10/21/2021	50012	DELTA DENTAL PLAN	RETIREE DENTAL NOVEMBER 2021 (5)	348.58
10/21/2021	50013	FIRST ADVANTAGE OCCUP HEALTH SER CO	CLINIC COLLECTION/MILEAGE	158.80
10/21/2021	50014	GEN CTY ROAD COMMISSION	S-MTCE & OPERATIONS SEPT 2021	480.67
10/21/2021	50015	GENESEEE CTY DRAIN COMMISSIONER	WATER 8/25-9/29/21 2,167,352 CF	136,122.74
10/21/2021	50016	GENESEEE CTY DRAIN COMMISSIONER	SEWER 7/1-9/30/21 5,403,217 CF	154,075.64
10/21/2021	50017	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	1,245.00
10/21/2021	50018	KCI	WINTER 2021 TAX BILLS ESTIMATED POSTAGE	668.82
10/21/2021	50019	METRO POLICE AUTH OF GENESEEE COUNTY	ORDINANCE FEES SEPT 2021	1,945.61
10/21/2021	50020	NORLAB INC	TOILET DYE PACKS BLUE 5 PK OF 200 EA	275.00
10/21/2021	50021	SIMEN FIGURA & PARKER PLC	MONTHLY INVOICE SEPTEMBER 2021	3,654.00
10/21/2021	50022	SUBURBAN AUTO SUPPLY	OIL HD30	9.98
10/21/2021	50023	T ESTERDAHL INVESTMENTS LLC	FUEL LINE (4)	7.96
10/21/2021	50024	UNUM LIFE INSURANCE	RETIREE LIFE NOVEMBER 2021 (4)	44.25
10/26/2021	50025	CARDINAL TAX ADVISORS FBO CHUNG	MTT 2021 SUM TAX REFUND 58-31-551-005	3,021.53
			58-31-551-005 SU21 INTEREST	31.31
				<u>3,052.84</u>
10/26/2021	50026	LINDA SEBOK	UB REFUND FOR ACCOUNT: 0000218600 PAID T	<u>334.77</u>
GEN TOTALS:				
Total of 105 Checks:				923,850.75
Less 0 Void Checks:				0.00
Total of 105 Disbursements:				<u>923,850.75</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	101-783.000-941.000		09/27/2021	4.00	12.44	49.76
4100000001	Gardner, Rodney E	202-463.000-941.000		09/27/2021	4.00	12.44	49.76
4100000001	Gardner, Rodney E	590-540.000-941.000		09/28/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	590-542.000-941.000		09/28/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	226-782.000-941.000		09/29/2021	1.00	12.44	12.44
4100000001	Gardner, Rodney E	590-542.000-941.000		10/01/2021	2.00	12.44	24.88
4100000004	Wright, David L	101-780.500-941.000		09/27/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		09/27/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		09/27/2021	3.00	12.44	37.32
4100000004	Wright, David L	226-783.000-941.000		09/29/2021	1.50	12.44	18.66
4100000004	Wright, David L	590-540.000-941.000		09/29/2021	2.00	12.44	24.88
4100000004	Wright, David L	590-540.000-941.000		09/30/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		10/01/2021	3.00	12.44	37.32
4100000004	Wright, David L	226-782.000-941.000		10/02/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		10/02/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		10/03/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		10/03/2021	1.00	12.44	12.44
4100000004	Wright, David L	591-537.000-941.000		10/03/2021	1.00	12.44	12.44
4100000004	Wright, David L	202-463.000-941.000		10/04/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		10/04/2021	1.50	12.44	18.66
4100000004	Wright, David L	590-540.000-941.000		10/04/2021	1.50	12.44	18.66
4100000004	Wright, David L	591-537.000-941.000		10/04/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-783.000-941.000		10/05/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-530.000-941.000		10/05/2021	4.00	12.44	49.76
4100000004	Wright, David L	226-530.000-941.000		10/06/2021	4.00	12.44	49.76
4100000004	Wright, David L	590-540.000-941.000		10/06/2021	2.00	12.44	24.88
4100000004	Wright, David L	226-783.000-941.000		10/07/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		10/07/2021	5.50	12.44	68.42
4100000004	Wright, David L	101-265.000-941.000		10/08/2021	1.00	12.44	12.44
4100000004	Wright, David L	202-463.000-941.000		10/08/2021	2.00	12.44	24.88
4100000004	Wright, David L	590-540.000-941.000		10/08/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		10/12/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		10/13/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-790.000-941.000		10/14/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		10/14/2021	1.50	12.44	18.66
4100000004	Wright, David L	226-782.000-941.000		10/15/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		10/15/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		10/15/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		10/18/2021	9.00	12.44	111.96
4100000004	Wright, David L	226-782.000-941.000		10/19/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		10/19/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		10/20/2021	6.00	12.44	74.64
4100000004	Wright, David L	202-463.000-941.000		10/21/2021	2.00	12.44	24.88

City Council Meeting

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000004	Wright, David L	226-783.000-941.000		10/21/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-780.500-941.000		10/22/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		10/22/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		10/22/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	202-463.000-941.000		09/27/2021	6.00	12.44	74.64
4100000005	Sandford, Jay E	101-780.500-941.000		09/28/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	202-463.000-941.000		09/28/2021	5.00	12.44	62.20
4100000005	Sandford, Jay E	226-782.000-941.000		09/28/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		09/28/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	590-540.000-941.000		09/29/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	202-463.000-941.000		09/30/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	226-783.000-941.000		09/30/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		09/30/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	202-463.000-941.000		10/01/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	101-780.500-941.000		10/04/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	202-474.000-941.000		10/04/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	203-463.000-941.000		10/04/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	226-782.000-941.000		10/05/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	226-530.000-941.000		10/06/2021	5.00	12.44	62.20
4100000005	Sandford, Jay E	226-782.000-941.000		10/06/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		10/07/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	590-540.000-941.000		10/07/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-790.000-941.000		10/08/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	226-782.000-941.000		10/08/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		10/08/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-780.500-941.000		10/11/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-794.000-941.000		10/11/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	590-542.000-941.000		10/11/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		10/12/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	202-463.000-941.000		10/13/2021	6.00	12.44	74.64
4100000005	Sandford, Jay E	590-540.000-941.000		10/13/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	202-463.000-941.000		10/14/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	590-540.000-941.000		10/14/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	101-694.000-941.000		10/15/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	101-790.000-941.000		10/15/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		10/15/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	226-782.000-941.000		10/16/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		10/16/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-782.000-941.000		10/17/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		10/17/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-790.000-941.000		10/18/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		10/18/2021	6.00	12.44	74.64
4100000005	Sandford, Jay E	226-782.000-941.000		10/19/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		10/19/2021	1.00	12.44	12.44

City Council Meeting

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000005	Sandford, Jay E	590-540.000-941.000		10/19/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		10/21/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	590-540.000-941.000		10/22/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	226-782.000-941.000		09/25/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	226-783.000-941.000		09/25/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	226-782.000-941.000		09/26/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	226-783.000-941.000		09/26/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	202-463.000-941.000		09/27/2021	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	226-782.000-941.000		09/30/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	590-540.000-941.000		09/30/2021	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	590-540.000-941.000		10/04/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	226-783.000-941.000		10/05/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	202-441.000-941.000-441.000		10/06/2021	0.50	12.44	6.22
4400000009	Bosas, Rebecca M	101-265.000-941.000		10/08/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	203-463.000-941.000		10/08/2021	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	591-536.000-941.000		10/08/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	202-441.000-941.000-441.000		10/11/2021	0.50	12.44	6.22
4400000009	Bosas, Rebecca M	202-463.000-941.000		10/11/2021	4.50	12.44	55.98
4400000009	Bosas, Rebecca M	226-528.000-941.000		10/11/2021	1.50	12.44	18.66
4400000009	Bosas, Rebecca M	226-783.000-941.000		10/11/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	101-783.000-941.000		10/12/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	226-783.000-941.000		10/12/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-542.000-941.000		10/12/2021	0.50	12.44	6.22
4400000009	Bosas, Rebecca M	590-540.000-941.000		10/14/2021	5.00	12.44	62.20
4400000009	Bosas, Rebecca M	101-265.000-941.000		10/15/2021	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	226-528.000-941.000		10/15/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-540.000-941.000		10/15/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	591-536.000-941.000		10/15/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	590-540.000-941.000		10/18/2021	9.00	12.44	111.96
4400000009	Bosas, Rebecca M	590-542.000-941.000		10/18/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	226-530.000-941.000		10/19/2021	4.50	12.44	55.98
4400000009	Bosas, Rebecca M	590-540.000-941.000		10/19/2021	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	590-540.000-941.000		10/20/2021	4.50	12.44	55.98
4400000009	Bosas, Rebecca M	590-540.000-941.000		10/21/2021	6.00	12.44	74.64
4400000009	Bosas, Rebecca M	590-542.000-941.000		10/21/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	226-783.000-941.000		10/22/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-540.000-941.000		10/22/2021	6.00	12.44	74.64
Equipment Totals					278.00		3,458.32

Front Blade Front Blade/Plow - used on

Pickup 2WD 6-16 2WD

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000001	Gardner, Rodney E	590-540.000-941.000		10/07/2021	6.00	60.96	365.76
4100000004	Wright, David L	203-463.000-941.000		09/30/2021	3.00	60.96	182.88
4100000004	Wright, David L	203-463.000-941.000		10/01/2021	4.00	60.96	243.84
4100000004	Wright, David L	202-474.000-941.000		10/04/2021	2.00	60.96	121.92
4100000004	Wright, David L	203-463.000-941.000		10/07/2021	1.00	60.96	60.96
4100000004	Wright, David L	101-783.000-941.000		10/12/2021	1.00	60.96	60.96
Equipment Totals					17.00		1,036.32
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	101-783.000-941.000		10/05/2021	2.00	53.63	107.26
4100000004	Wright, David L	203-463.000-941.000		10/05/2021	1.00	53.63	53.63
4100000004	Wright, David L	226-530.000-941.000		10/19/2021	6.00	53.63	321.78
4100000005	Sandford, Jay E	226-530.000-941.000		10/05/2021	6.00	53.63	321.78
4400000009	Bosas, Rebecca M	202-463.000-941.000		09/30/2021	3.00	53.63	160.89
4400000009	Bosas, Rebecca M	202-463.000-941.000		10/01/2021	5.00	53.63	268.15
Equipment Totals					23.00		1,233.49
UnderbodyScrapr	Underbody Scraper used w/						
Hopper/Salt Box	Hopper/Salt Box use w/ dump						
Sweeper	Sweeper						
4100000001	Gardner, Rodney E	202-463.000-941.000		09/30/2021	8.00	101.43	811.44
4100000001	Gardner, Rodney E	202-463.000-941.000		10/15/2021	8.00	101.43	811.44
4100000001	Gardner, Rodney E	203-463.000-941.000		10/19/2021	8.00	101.43	811.44
Equipment Totals					24.00		2,434.32
Vacuum Cleaner	Sweeper - used with Street						
Tractor	Tractor						
4100000004	Wright, David L	202-463.000-941.000		09/27/2021	2.50	48.29	120.73
4100000004	Wright, David L	202-463.000-941.000		10/13/2021	3.00	48.29	144.87
Equipment Totals					5.50		265.60
Woodchipper	Woodchipper						
4100000004	Wright, David L	226-530.000-941.000		10/19/2021	6.00	30.64	183.84
4100000005	Sandford, Jay E	226-530.000-941.000		10/05/2021	6.00	30.64	183.84

City Council Meeting

Equipment ID Employee ID	Description Name	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Equipment Totals					12.00		367.68
Material Heater	Material Heater						
4400000009	Bosas, Rebecca M	203-463.000-941.000		10/08/2021	3.00	13.16	39.48
4400000009	Bosas, Rebecca M	202-463.000-941.000		10/11/2021	4.00	13.16	52.64
Equipment Totals					7.00		92.12
Kubota	Kubota #5-18						
4100000005	Sandford, Jay E	101-794.000-941.000		09/29/2021	4.00	13.48	53.92
Equipment Totals					4.00		53.92
Arrow	Arrow						
Trailer	Trailer						

Grand Totals							
Equipment:				19	370.50		8,941.77
Materials:				0	0.00		0.00
Totals:				19			8,941.77

From: 09/25/2021 To: 10/22/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
Hours for Week Beginning: 09/19/2021						
09/25/2021	4400000009	Bosas, Rebecca M	15X	401	0.00	1.00
		- Open parks				
09/25/2021	4400000009	Bosas, Rebecca M	15X	401	0.00	1.00
		- Open Parks				
Total For Employee: 4400000009					0.00	2.00
Hours for Week Beginning: 09/26/2021						
09/27/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/27/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/28/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/28/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/28/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/29/2021	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
09/29/2021	4100000001	Gardner, Rodney E	REG	401	7.00	0.00
09/30/2021	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
10/01/2021	4100000001	Gardner, Rodney E	REG	401	6.00	0.00
10/01/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
Total For Employee: 4100000001					40.00	0.00
09/27/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- water stakings water turn on and water leak				
09/27/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash				
09/27/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
09/27/2021	4100000004	Wright, David L	REG	401	2.50	0.00
		- mowed lots				
09/27/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
09/28/2021	4100000004	Wright, David L	VAC	401	8.00	0.00
09/29/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
09/29/2021	4100000004	Wright, David L	REG	401	1.50	0.00
		- dumped trash and opened bathrooms				
09/29/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- final reads and stakings				
09/29/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- cutting trees and chipping for garage installation and repairing ground compactor				
09/30/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- hot patching parking lot at the high school				
09/30/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- water reads				
09/30/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- working on ground compactor and freeing up tailgate on #12-04 dumptruck				
10/01/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/01/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- patched holes in parking lot at the high school				
10/01/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- water stakings and final reads checking broken curb box				
10/01/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/02/2021	4100000004	Wright, David L	15X	401	0.00	1.00
		- dumped trash and opened bathrooms				
10/02/2021	4100000004	Wright, David L	15X	401	0.00	1.00
		- dumped trash and opened bathrooms				
Total For Employee: 4100000004					40.00	2.00

From: 09/25/2021 To: 10/22/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
09/27/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- pick up barricades from parade				
09/27/2021	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- mow city properties				
09/28/2021	4100000005	Sandford, Jay E	REG	401	5.00	0.00
		- mow city properties				
09/28/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
09/28/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
09/28/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- spray weeds in parking lot				
09/29/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- water flowers				
09/29/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- hand out high usage notices				
09/30/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- hand out lead and copper sample notices				
09/30/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- patch school parking lot				
09/30/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- open park. clean bathrooms.				
10/01/2021	4100000005	Sandford, Jay E	PERS	401	4.00	0.00
		- personal time				
10/01/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- work on school parking lot				
-----					40.00	0.00
Total For Employee: 4100000005						
09/27/2021	440000000000013	Bincsik, Robert J	REG	202	2.00	0.00
09/27/2021	440000000000013	Bincsik, Robert J	VAC_SUPV	202	6.00	0.00
09/28/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/29/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/30/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/01/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
-----					40.00	0.00
Total For Employee: 440000000000013						
09/26/2021	4400000009	Bosas, Rebecca M	2X	401	0.00	1.00
		- Open parks				
09/26/2021	4400000009	Bosas, Rebecca M	2X	401	0.00	1.00
		- Open Parks				
09/27/2021	4400000009	Bosas, Rebecca M	VAC	401	3.00	0.00
09/27/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
09/27/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Hoco barricade clean up				
09/28/2021	4400000009	Bosas, Rebecca M	VAC	401	8.00	0.00
09/29/2021	4400000009	Bosas, Rebecca M	VAC	401	8.00	0.00
09/30/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
09/30/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
		- Worked on high school parking lot - hot patch				
09/30/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
10/01/2021	4400000009	Bosas, Rebecca M	REG	401	5.00	0.00
		- Worked on high school parking lot - hot patch				
10/01/2021	4400000009	Bosas, Rebecca M	VAC	401	3.00	0.00
-----					40.00	2.00
Total For Employee: 4400000009						
Hours for Week Beginning: 10/03/2021						

10/04/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
10/04/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
10/04/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
10/05/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00

City Council Meeting

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November 8, 2021

From: 09/25/2021 To: 10/22/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
10/05/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
10/06/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
10/06/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
10/07/2021	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
10/08/2021	4100000001	Gardner, Rodney E	REG	401	3.00	0.00
10/08/2021	4100000001	Gardner, Rodney E	REG	401	5.00	0.00
10/09/2021	4100000001	Gardner, Rodney E	15X	401	0.00	1.00
		- pickup				
10/09/2021	4100000001	Gardner, Rodney E	15X	401	0.00	1.00
		- pickup				
-----					-----	-----
Total For Employee: 4100000001					40.00	2.00
10/03/2021	4100000004	Wright, David L	2X	401	0.00	1.00
		- dumped trash and opened bathrooms				
10/03/2021	4100000004	Wright, David L	2X	401	0.00	1.00
		- dumped trash and opened bathrooms				
10/04/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/04/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/04/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- set barricades on miller road due to tree falling on roadway				
10/04/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- put up sign and post on miller road				
10/04/2021	4100000004	Wright, David L	REG	401	1.50	0.00
		- dumped trash and opened bathrooms				
10/04/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- checked sewer lift station				
10/04/2021	4100000004	Wright, David L	REG	401	1.50	0.00
		- repaired curb box on virgina ct and water stakings				
10/05/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- hauled millings to elms park roadway and graded road				
10/05/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- graded roads in the woods				
10/05/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- chipped brush				
10/06/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- chipped brush				
10/06/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- water shut off and reads				
10/06/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- repairing soffit on garage and trimming poles on pole barn				
10/07/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/07/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- repaired yard on don shenk from stump removal				
10/07/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
10/07/2021	4100000004	Wright, David L	REG	401	5.50	0.00
		- replaced broken curb box and rod on miller road and shut water off due to a bad leak				
10/08/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/08/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/08/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- checked catch basins				
10/08/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- checked curb box at 7550 miller to make sure was on all the way and angle stops in the basement				
10/08/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- City Council Meeting				

From: 09/25/2021 To: 10/22/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
10/08/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- worked on pole barn				
-----					-----	-----
Total For Employee: 4100000004					40.00	2.00
10/04/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- check mundy park. drive trail. change garbage.				
10/04/2021	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- put barricades out foe downed tree on miller. pick up when cut up. put up new center lane sign and post on				
10/04/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- put up new morrish /fortino signs				
10/04/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean catch basins				
10/05/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean bathrooms				
10/05/2021	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- woodchipping				
10/06/2021	4100000005	Sandford, Jay E	REG	401	5.00	0.00
		- woodchipping				
10/06/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- repair soffett at dpw				
10/06/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
10/07/2021	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- replace curb box on miller rd				
10/07/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- open park. clean bathrooms				
10/08/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
10/08/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
10/08/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- cold patch				
10/08/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- cold patch				
10/08/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean library				
-----					-----	-----
Total For Employee: 4100000005					40.00	0.00
10/04/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/05/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/06/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/07/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/08/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
-----					-----	-----
Total For Employee: 440000000000013					40.00	0.00
10/04/2021	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Morrish/Fortino sign replacement (Morrish)Miller/Raubinger post/sign replacementTree in roadway 6000 block				
10/04/2021	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Hydrant residual testing/flowingValve repair Miller/Raubinger				
10/05/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
10/05/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
10/05/2021	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
10/06/2021	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
10/06/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
10/06/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Equipment Expensed Pickup 4WD				
10/06/2021	4400000009	Bosas, Rebecca M	REG	401	1.50	0.00
		- Red barn relocationRepair overhang on garage				
10/07/2021	4400000009	Bosas, Rebecca M	REG	401	8.00	0.00
		- Water samples - WQP Replace curb box on Miller				

From: 09/25/2021 To: 10/22/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
10/08/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Check manholes				
10/08/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Clean - employee entrance area and bathrooms, kitchen, and back hallway				
10/08/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
		- Cold patch - Hill, Bristol, Morrish, Norbury				
10/08/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
-----					40.00	0.00
Total For Employee: 4400000009						
Hours for Week Beginning: 10/10/2021						

10/10/2021	4100000001	Gardner, Rodney E	2X	401	0.00	1.00
		- pickup				
10/10/2021	4100000001	Gardner, Rodney E	2X	401	0.00	1.00
		- pickup				
10/11/2021	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
10/12/2021	4100000001	Gardner, Rodney E	REG	401	5.00	0.00
10/12/2021	4100000001	Gardner, Rodney E	REG	401	3.00	0.00
10/13/2021	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
10/14/2021	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
10/15/2021	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
-----					40.00	2.00
Total For Employee: 4100000001						
10/11/2021	4100000004	Wright, David L	VAC	401	8.00	0.00
10/12/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- put stone in entrance to dog park at elms road park				
10/12/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
10/12/2021	4100000004	Wright, David L	REG	401	6.00	0.00
		- cleaned out salt shed, pulled carb off pressure washer, put chain on chainsaw and checked over				
10/13/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/13/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/13/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- mowed lots and trimmed				
10/13/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- working on power washer engine and ordering parts put carb on diaphragm pump				
10/13/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
10/14/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- put up paper towel holder and replaced light switch cover and dumped trash				
10/14/2021	4100000004	Wright, David L	REG	401	1.50	0.00
		- dumped trash opened bathrooms and blew leaves off pavilions				
10/14/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/14/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/14/2021	4100000004	Wright, David L	REG	401	4.50	0.00
		- picked up parts for pressure washer loaded leaves in dumpster, started #11 dump truck, old bucket truck and				
10/15/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
10/15/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
10/15/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
10/15/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- water stakings				
10/15/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- checking on equipment and picking up new pump and pump parts				
10/15/2021	4100000004	Wright, David L	REG	401	0.50	0.00

From: 09/25/2021 To: 10/22/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours

		- dumped trash				
Total For Employee: 4100000004					40.00	0.00
10/11/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- cold patch				
10/11/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- check park				
10/11/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- pick up barricades from trunk or treat				
10/11/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- water work orders and stakings				
10/12/2021	4100000005	Sandford, Jay E	PERS	401	4.00	0.00
		- personal				
10/12/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- water stakings and work orders				
10/13/2021	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- mow city properties				
10/13/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- hand out lead and copper sample bottles				
10/14/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- stakings. reads, pick up lead and copper sample bottles.				
10/14/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- mow and trim city properties				
10/15/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean library				
10/15/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean city hall				
10/15/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- pick up lead and copper sample bottles. stakings and reads.				
10/16/2021	4100000005	Sandford, Jay E	15X	401	0.00	1.00
		- open park				
10/16/2021	4100000005	Sandford, Jay E	15X	401	0.00	1.00
		- open park				
Total For Employee: 4100000005					40.00	2.00
10/11/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/12/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/13/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/14/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/15/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
Total For Employee: 440000000000013					40.00	0.00
10/11/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Claimed .5 equipment expense for 4WD pickup				
10/11/2021	4400000009	Bosas, Rebecca M	REG	401	4.50	0.00
		- Cold patchingGarbage in ROW				
10/11/2021	4400000009	Bosas, Rebecca M	REG	401	1.50	0.00
		- Downtown/City garbage collect				
10/11/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
10/11/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
10/12/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Put stone down on muddy walkways in dog park				
10/12/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Work on salt shed				
10/12/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Final read				
10/12/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
10/12/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Clean out material heater				
10/12/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		City Council Meeting				

From: 09/25/2021 To: 10/22/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
- Put together Lead and Copper sample kits						
10/12/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
- Work on pressure washer						
10/13/2021	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
- Mow ROWs						
10/13/2021	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
- Hand out LCR sample kits Shut off/turn on Russell watermain for breakWork orders						
10/14/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
- Mow ROWs						
10/14/2021	4400000009	Bosas, Rebecca M	REG	401	5.00	0.00
- Check Kroger by pass and meter Flush hydrant at end of Russell Collect LCR kits						
10/15/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
- Check manholes						
10/15/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
- Clean front entrance area windows/doors/vacuum						
10/15/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
10/15/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
- Pick up LCR sample kits						
----- Total For Employee: 4400000009					40.00	0.00
Hours for Week Beginning: 10/17/2021						

10/18/2021	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
10/18/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
10/18/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
10/18/2021	4100000001	Gardner, Rodney E	REG	401	3.00	0.00
10/19/2021	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
10/20/2021	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
10/21/2021	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
10/22/2021	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
----- Total For Employee: 4100000001					40.00	0.00
10/18/2021	4100000004	Wright, David L	15X	401	0.00	3.00
- valved down water main break on miller road and put out barricades						
10/18/2021	4100000004	Wright, David L	REG	401	6.00	0.00
- working on watermain break flushing hydrants and checking on houses with dirty water complaints						
10/18/2021	4100000004	Wright, David L	REG	401	2.00	0.00
- loaded leaves in dumpsters and helped remove backhoe from mud on bristol road						
10/19/2021	4100000004	Wright, David L	REG	401	6.00	0.00
- chipped brush						
10/19/2021	4100000004	Wright, David L	REG	401	1.00	0.00
- dumped trash and opened bathrooms						
10/19/2021	4100000004	Wright, David L	REG	401	1.00	0.00
- dumped trash and opened bathrooms						
10/20/2021	4100000004	Wright, David L	REG	401	6.00	0.00
- working on two water main breaks on dye road						
10/20/2021	4100000004	Wright, David L	REG	401	2.00	0.00
- repairing hose and gas line and gas tank on diaphragm pump						
10/21/2021	4100000004	Wright, David L	REG	401	0.50	0.00
- dumped trash						
10/21/2021	4100000004	Wright, David L	REG	401	0.50	0.00
- dumped trash						
10/21/2021	4100000004	Wright, David L	REG	401	2.00	0.00
- power washed side walks on miller and fairchild street						
10/21/2021	4100000004	Wright, David L	REG	401	1.00	0.00
- dumped trash and opened bathrooms						
10/21/2021	4100000004	Wright, David L	REG	401	0.50	0.00
- dumped trash						
10/21/2021	4100000004	Wright, David L	REG	401	3.50	0.00
- worked on drain for pole barn at dps garage						
10/22/2021	4100000004	Wright, David L	REG	401	1.00	0.00

From: 09/25/2021 To: 10/22/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
		- dumped trash and opened bathrooms				
10/22/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- checking leak at springbrook east condo and locating water curb box at 7417 miller road				
10/22/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash				
10/22/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- putting in drain at dps garage				

Total For Employee: 4100000004					40.00	3.00
10/17/2021	4100000005	Sandford, Jay E	2X	401	0.00	1.00
		- open park				
10/17/2021	4100000005	Sandford, Jay E	2X	401	0.00	1.00
		- open park				
10/18/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- work on water main break on miller rd.				
10/18/2021	4100000005	Sandford, Jay E	15X	401	0.00	2.00
		- work on water main break on miller/fairchild.				
10/18/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean at library				
10/18/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean backhoe				
10/19/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- pick up water sample bottles				
10/19/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
10/19/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
10/19/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- woodchipping				
10/20/2021	4100000005	Sandford, Jay E	REG	401	8.00	0.00
		- woodchipping				
10/21/2021	4100000005	Sandford, Jay E	REG	401	8.00	0.00
		- work on water main breaks on dye rd. do paperwork for lead and copper samples				
10/22/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- check manholes				
10/22/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- work on drain for pole barn at dpw				
10/22/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- take lead and copper samples to paragon in livonia				

Total For Employee: 4100000005					40.00	4.00
10/18/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/19/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/20/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/21/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
10/22/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00

Total For Employee: 440000000000013					40.00	0.00
10/18/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Final reads Work order - turn on/read				
10/18/2021	4400000009	Bosas, Rebecca M	REG	401	9.00	0.00
		- Watermain break on Miller near FairchildTake Bacti samples and drop off to County Water and WasteMissdigs				
10/19/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Lower flags per work order				
10/19/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
		- Miss digsTake bacti samples and deliver to County Water and Waste per yesterdays drop in pressure from wat				
10/19/2021	4400000009	Bosas, Rebecca M	REG	401	4.50	0.00
10/20/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Final read				
10/20/2021	4400000009	Bosas, Rebecca M	REG	401	4.50	0.00

From: 09/25/2021 To: 10/22/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
- Waterman break on DyeWater leak on Lindsey Lane Miss digs						
10/21/2021	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
- Routine Bacti sampling Miss digsEtc						
10/21/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
10/22/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
10/22/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
- Garbage .5 4WD equip expense						
10/22/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
10/22/2021	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
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Total For Employee: 4400000009					40.00	0.00
Grand Total:					800.00	21.00

October 2021	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#6-16 2WD gas					
#1-20 4WD diesel	221.0				29.1
#7-15 4WD gas	398.0		41.0		
#3-08 P/U 4WD gas	373.0		42.0		
#10-18 P/U diesel	784.0				58.7
#2-08 P/U 4WD gas	337.0		40.0		
#6-00 BACKHOE diesel					
#11 DUMP gas					
#12-02 DUMP diesel					
#12-04 DUMP diesel	156.0				38.0
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					22.0
#19 JD TRACTOR diesel					
#06-99 BUCKET TRUCK gas					
#21 WOOD CHIPPER diesel					20.0
#807 STREET SWEEPER diesel	64.0				81.0
#42 ASPHALT HEATER diesel					
#37 TRAIL ARROW					
#10-15 GEN gas					
#5-18 KUBOTA (Hours)					
gas can					
TOTAL	2333.0		123.0		248.8

Public Works
Monthly Work Orders

11/01/21

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
MTRP21-0639 CANCELLED	BR20-006449-0000-01	DYN-AMERICA LAND INC 6449 BRISTOL RD	10/14/21 10/12/21	METER REPAIR
MTRP21-0640 COMPLETED	BR20-006289-0000-05	COTNOIR, STEVE 6289 BRISTOL RD	10/05/21 10/05/21	METER REPAIR
CKME21-0481 COMPLETED	AU10-006295-0000-04	BALISH, KRISTINA & BRIGGS, Z 6295 AUGUSTA ST	10/08/21 10/08/21	CHECK METER
FNRD21-1969 COMPLETED	MI10-007594-0000-10	HEINE, CAROL 7594 MILLER RD	10/01/21 10/01/21	FINAL READ
FNRD21-1970 COMPLETED	MC10-005073-0000-04	JMZ PROPERTIES LLC 5073 MC LAIN ST	10/01/21 10/01/21	FINAL READ
FNRD21-1971 COMPLETED	CC10-007374-0000-02	VLIET, JAMES 7374 CROSS CREEK DR	10/06/21 10/06/21	FINAL READ
READ21-0888	MI10-008138-0000-01	SHARP FUNERAL HOME 8138 MILLER RD	10/04/21	READ METER
BXRP21-0192 COMPLETED	VI10-004487-0000-02	MEEK, SANDIE 4487 VIRGINIA CT	10/01/21 10/04/21	CURB BOX REPAIR
CKME21-0482 COMPLETED	DO10-005393-0000-06	MIDDLETON, AMY 5393 DON SHENK DR	10/04/21 10/04/21	CHECK METER
FNRD21-1972 COMPLETED	BI10-005167-0000-02	DMZ PROPERTIES LLC 5167 BIRCHCREST DR	10/04/21 10/05/21	FINAL READ
FNRD21-1973 COMPLETED	JE10-004124-0000-04	DAVIS, JESSICA 4124 JENNIE LN	10/22/21 10/22/21	FINAL READ
FNRD21-1974 COMPLETED	IN10-008231-0000-03	BRUCE, CHERYL 8231 INGALLS ST	10/05/21 10/05/21	FINAL READ
READ21-0889 COMPLETED	MC10-005083-0000-02	BANDY, THOMAS 5083 MC LAIN ST	10/05/21 10/05/21	READ METER
STRT21-0115	HI10-009251-0000-01	MATTSON, RICHARD 9251 HILL RD	10/05/21	STREET REPAIR
WOFF21-2387 COMPLETED	FO20-008059-SPRI-00	VETERAN'S MEMORIAL 8059 PAUL FORTINO DR	10/06/21 10/06/21	WATER TURN OFF
GWO21-0620 COMPLETED	MI10-006300-0000-07	BOWEN, ROB 6300 MILLER RD	10/06/21 10/06/21	GENERIC WORK ORDER
STRT21-0116	GR10-005193-0000-01	AMON, RODNEY 5193 GREENLEAF DR	10/07/21	STREET REPAIR
FNRD21-1975 COMPLETED	BR20-007133-0000-19	ROOT, BOB 7133 BRISTOL RD	10/07/21 10/08/21	FINAL READ
FNRD21-1976 COMPLETED	WI20-005078-0000-01	SCOTT, BRIAN 5078 WINSTON DR	10/07/21 10/07/21	FINAL READ
FNRD21-1977 COMPLETED	YA10-007006-0000-03	BLUE OCEAN LLC 7006 YARMY DR	10/11/21 10/11/21	FINAL READ

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
READ21-0890	SP10-004478-0000-04	WALKER, DANIELLE 4478 SPRINGBROOK DR	10/11/21	READ METER
DRAN21-0080	DU10-005396-0000-01	MOLZER, LISA 5396 DURWOOD DR	10/11/21	STORM DRAINS
FNRD21-1978 COMPLETED	MI10-007146-0000-01	SPOHN, CRAIG 7146 MILLER RD	10/20/21 10/20/21	FINAL READ
FNRD21-1979 COMPLETED	SC20-005086-0000-04	HAMILTON, ORVILLE 5086 SCHOOL ST	10/13/21 10/13/21	FINAL READ
GWO21-0621 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	10/12/21 10/12/21	GENERIC WORK ORDER
FNRD21-1980	IN10-008132-0000-05	HODGE, JANET B TRUST 8132 INGALLS ST	10/12/21	FINAL READ
READ21-0891 COMPLETED	MO10-004278-0000-04	SWARTZ CREEK INVESTMENTS 4278 MORRISH RD	10/12/21 10/14/21	READ METER
MNT21-0374 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	10/13/21 10/14/21	BUILDING MAINTENANCE
WBKU21-0059 COMPLETED	SE20-005292-0000-02	GERMAIN, TRISHA 5292 SEYMOUR RD	10/13/21 10/13/21	WATER BACK UP-CHECK
WMBK21-0119 COMPLETED	LI10-004282-0000-02	JONES, CHERYL 4282 LINDSEY DR	10/14/21 10/18/21	WATER MAIN BREAK
WMBK21-0120 COMPLETED	MI10-008267-0000-02	DOOLEY, LISA P 8267 MILLER RD	10/18/21 10/18/21	WATER MAIN BREAK
FNRD21-1981 COMPLETED	MI10-008403-0000-06	PALMER, SARA L 8403 MILLER RD	10/18/21 10/18/21	FINAL READ
WTON21-1394 COMPLETED	MI10-008013-0000-02	MLPB, LLC 8013 MILLER RD	10/18/21 10/18/21	WATER TURN ON
FNRD21-1982 COMPLETED	MI10-008013-0000-02	MLPB, LLC 8013 MILLER RD	10/18/21 10/18/21	FINAL READ
FLAG21-0223 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	10/18/21 10/19/21	LOWER/RAISE FLAG
GWO21-0622	RA10-004525-0000-02	ALEXANDER, BRIAN 4525 RAUBINGER RD	10/18/21	GENERIC WORK ORDER
WPRESS21-000031 COMPLETED	DY10-003304-0000-02	MOSBEY, ROGER 3304 DYE RD	10/20/21 10/20/21	WATER PRESSURE
WMBK21-0121 COMPLETED	DY10-003350-0000-01	RICKETTS, DAVID 3350 DYE RD	10/20/21 10/20/21	WATER MAIN BREAK
GWO21-0623 COMPLETED	MO10-005121-0000-01	SWARTZ CREEK DPW, CITY OF 5121 MORRISH RD	10/20/21 10/27/21	GENERIC WORK ORDER
21-000031	MI10-006319-0000-04	CORNERSTONE BAPTIST CHURCH 6319 MILLER RD	10/20/21	WATER LEAK
SWR21-0090 COMPLETED	DU10-005361-0000-02	BENARD, MELISSA 5361 DURWOOD DR	10/21/21 10/21/21	SEWER DRAIN PROBLEM
FNRD21-1983	HO10-005032-0000-08	MEISSNER, DANIEL	10/21/21	FINAL READ

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		5032 HOLLAND DR	10/21/21	
FNRD21-1984	WI10-005366-0000-02	COURTNEY, MICHAEL	10/21/21	FINAL READ
COMPLETED		5366 WINSHALL DR	10/21/21	
21-000032	LI10-004282-0000-02	JONES, CHERYL	10/22/21	WATER LEAK
		4282 LINDSEY DR		
FNRD21-1985	MI10-007468-0000-02	GRINDSTAFF, TYSON	10/26/21	FINAL READ
COMPLETED		7468 MILLER RD	10/27/21	
FNRD21-1986	EL10-004354-0000-04	HOWARD, JERRY A.	10/25/21	FINAL READ
COMPLETED		4354 ELMS RD	10/25/21	
FNRD21-1987	SP10-004390-0000-03	ESTEP, VERA	10/25/21	FINAL READ
COMPLETED		4390 SPRINGBROOK DR	10/25/21	
FNRD21-1988	MI10-008083-0000-03	STEFANSKI, LISA	10/25/21	FINAL READ
COMPLETED		8083 MILLER RD	10/25/21	
SWBK21-0085	MC10-005044-0000-06	BOLTON, PATRICIA	10/25/21	SEWER BACKUP
COMPLETED		5044 MC LAIN ST	10/25/21	
REPL21-0074	MI10-007405-0000-04	ESKEW, DENNIS & BRENDA	10/25/21	METER REPLACEMENT
COMPLETED		7405 MILLER RD	10/25/21	
FNRD21-1989	MI10-007529-0000-01	MYERS, DOUGLAS	10/29/21	FINAL READ
COMPLETED		7529 MILLER RD	10/29/21	
DRAN21-0081	YA10-007096-0000-01	VILLARREAL, ALBERT	10/26/21	STORM DRAINS
COMPLETED		7096 YARMY DR	10/26/21	
DAPU21-0041	MO10-005203-0000-02	RANDALL, DAVE	10/26/21	DEAD ANIMAL PICK U
COMPLETED		5203 MORRISH RD	10/26/21	
FNRD21-1990	SP10-004399-0000-03	EVANS, RENA	10/28/21	FINAL READ
COMPLETED		4399 SPRINGBROOK DR	10/28/21	
DRAN21-0082	DU10-005374-0000-06	JENKINS, MARY	10/27/21	STORM DRAINS
COMPLETED		5374 DURWOOD DR	10/27/21	
DRAN21-0083	DU10-005374-0000-06	JENKINS, MARY	10/28/21	STORM DRAINS
COMPLETED		5374 DURWOOD DR	10/21/21	
FNRD21-1992	EL10-004071-0000-01	SAWATZKI, PATRICIA J	10/28/21	FINAL READ
COMPLETED		4071 ELMS RD	10/29/21	
FNRD21-1993	MI10-007216-0000-01	PACKER, JIM	10/29/21	FINAL READ
COMPLETED		7216 MILLER RD	10/29/21	

Total Records: 58

Report Generated: 11/1/2021 2:02 PM
Report Options: Scheduled From: 10/1/2021 To: 10/31/2021

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							
PB2100070	10/27/21	Home Pro Roofing	(810) 223 3001	58-36-527-011	\$12,896	\$100.00 7040 PARK RIDGE PKWY	48473-Roofing
Total:		1 Permits	Value: \$12,896		Fee Total: \$100.00		Total Number of Dwelling Units 0
Electrical							
PE2100037	10/28/21	Advance Contracting & Electric	(810) 630 6334	58-35-677-001	\$0	\$260.00 4446 MORRISH RD	48473 Electrical
PE2100038	10/28/21	Advance Contracting & Electric	(810) 630 6334	58-35-677-002	\$0	\$260.00 4448 MORRISH RD	48473 Electrical
PE2100039	10/28/21	Advance Contracting & Electric	(810) 630 6334	58-35-677-003	\$0	\$260.00 4450 MORRISH RD	48473 Electrical
PE2100040	10/28/21	Advance Contracting & Electric	(810) 630 6334	58-35-677-001	\$0	\$140.00 4446 MORRISH RD	48473 Electrical
Total:		4 Permits	Value: \$0		Fee Total: \$920.00		Total Number of Dwelling Units 0
Mechanical							
PM210053	10/06/21	Goyette Mechanical	(810) 742 8530	58-36-651-161	\$0	\$160.00 7392 CROSSCREEK DR	48473-Mechanical
PM210054	10/12/21	Dee Cramer Inc	(810) 579 4790	58-02-100-006	\$0	\$486.00 1 DRAGON DRIVE	48473 Mechanical
PM210055	10/14/21	Blessing Co.	(810) 694 4861	58-36-530-002	\$0	\$195.00 7221 PARK RIDGE PKWY	48473-Mechanical
PM210056	10/18/21	Davison Heating & Cooling LL	(810) 658 8484	58-03-534-017	\$0	\$160.00 9275 JILL MARIE LN	48473-Mechanical
PM210057	10/22/21	P & H Plumbing & Heating, Inc	(810) 736 3830	58-02-526-041	\$0	\$160.00 5113 MC LAIN ST	48473-Mechanical
PM210058	10/27/21	Adkisson & Sons Htg & Clg Inc	(810) 695 9300	58-36-526-054	\$0	\$160.00 7082 ABBEY LN	48473-Mechanical
Total:		6 Permits	Value: \$0		Fee Total: \$1,321.00		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
Plumbing							
PP210024	10/05/21	Benjamin Franklin Plumbing	(810) 225 3192	58-03-527-006	\$0	\$134.00 9055 CHESTERFIELD DR	48473- Plumbing
PP210025	10/08/21	Absolute Plumbing	(810) 820 8841	58-36-676-085	\$0	\$390.00 7193 RUSSELL DR	48473 Plumbing
PP210026	10/12/21	Absolute Plumbing	(810) 820 8841	58-36-676-088	\$0	\$187.00 4274 ALEX MARIN DR	48473 Plumbing
PP210027	10/21/21	D & B Mechanical, Inc.	(810) 686 3590	58-02-501-066	\$0	\$134.00 8462 CHESTERFIELD DR	48473- Plumbing

Total: 4 Permits Value: \$0 Fee Total: \$845.00 Total Number of Dwelling Units 0

Right of Way							
PROW-0213	10/04/21	CONSUMERS ENERGY COR		58-36-100-006	\$0	\$100.00 7317 BRISTOL RD	48473-Right of way
PROW-0214	10/11/21	CONSUMERS ENERGY COM		58-02-501-046	\$0	\$100.00 8474 CHELMSFORD DR	48473-Right of way
PROW-0215	10/11/21	CONSUMERS ENERGY COM		58-31-100-024	\$0	\$100.00 6324 MILLER RD	48473-Right of way
PROW-0216	10/21/21	Frontier Communications	(740) 361 4970	58-36-578-012	\$0	\$100.00 7168 MILLER RD	48473-Right of way
PROW-0217	10/12/21	CONSUMERS ENERGY COR		58-36-100-006	\$0	\$100.00 7317 BRISTOL RD	48473-Right of way
PROW-0218	10/13/21	RBF Construction Inc	(810) 938 8498	58-35-677-001	\$0	\$100.00 4446 MORRISH RD	48473 Right of way

Total: 6 Permits Value: \$0 Fee Total: \$600.00 Total Number of Dwelling Units 0

Zoning							
PZ21-0016	10/08/21	TQ HOLDINGS, LLC		58-35-400-001	\$0	\$25.00 4290 MORRISH RD	48473- Miscellaneous
PZ21-0044	10/04/21	Toms, Chad	(810) 691 6635	58-02-529-021	\$4,000	\$25.00 8067 MILLER RD	48473- Fence
PZ21-0045	10/04/21	Toms, Chad	(810) 691 6635	58-02-529-021	\$4,000	\$25.00 8067 MILLER RD	48473- Shed
PZ21-0046	10/06/21	Blue Butterfly Boutique	(810) 869 3891	58-02-529-020	\$390	\$75.00 8057 MILLER RD	48473- Sign
PZ21-0047	10/18/21	CLANCY, MORGAN & SMIT		58-02-503-076	\$400	\$25.00 5174 WINSHALL DR	48473- Shed

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:		5 Permits	Value: \$8,790		Fee Total: \$175.00	Total Number of Dwelling Units 0	

Permit Total: 26 Value: \$21,686 Fee Total: \$3,961.00

Permit.DateIssued Between 10/1/2021 12:00:00 AM AND 10/31/2021 11:59:59 PM

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
5180 GREENLEAF DR	58-03-533-071	Status	10/04/2021	10/04/2021	Not Ready
5233 GREENLEAF DR	58-03-533-086	Final	10/04/2021	10/04/2021	Approved
9288 CHESTERFIELD DR	58-03-531-015	Final Zoning	10/05/2021	10/05/2021	Approved
4380 SPRINGBROOK DR	58-36-651-123	Final	10/05/2021	10/05/2021	Approved
7352 CROSSCREEK DR	58-36-651-219	Final	10/05/2021	10/05/2021	Approved
7550 MILLER RD	58-36-552-010	Final	10/05/2021	10/05/2021	Approved
5321 DON SHENK DR	58-02-552-014	Initial	10/05/2021	10/05/2021	Complied
5170 SEYMOUR RD	58-03-531-075	Initial	10/06/2021	10/06/2021	Complied
6337 AUGUSTA ST	58-30-651-009	Final	10/06/2021	10/06/2021	Approved
8012 MAPLE ST	58-02-530-045	Initial	10/06/2021	10/06/2021	Complied
1 DRAGON DRIVE	58-02-100-006	Office Remodel fran	10/07/2021	10/07/2021	Approved
8057 MILLER RD	58-02-529-020	Final Zoning	10/11/2021	10/11/2021	Approved
8012 MAPLE ST 2	58-02-530-045	Reinspection	10/11/2021	10/11/2021	Complied
8250 MILLER RD	58-35-400-018	Final Zoning	10/11/2021	10/11/2021	Approved
7550 MILLER RD	58-36-552-010	Final	10/11/2021	10/11/2021	Approved
1 DRAGON DRIVE	58-02-100-006	Rough In Wall	10/11/2021	10/11/2021	Approved
7512 GROVE ST	58-01-100-019	Code	10/12/2021	10/12/2021	No Violation
7193 RUSSELL DR	58-36-676-085	Underground	10/12/2021	10/12/2021	Approved
7193 RUSSELL DR	58-36-676-085	Rough	10/12/2021	10/12/2021	Approved
4274 ALEX MARIN DR	58-36-676-088	Final	10/12/2021	10/12/2021	Approved
5240 OAKVIEW DR	58-02-501-002	Staus of Violation	10/14/2021	10/14/2021	Disapproved
1 DRAGON DRIVE	58-02-100-006	Rough	10/14/2021	10/14/2021	Approved
4274 ALEX MARIN DR	58-36-676-088	Final	10/14/2021	10/14/2021	Approved
7193 RUSSELL DR	58-36-676-085	Rough	10/14/2021	10/14/2021	Approved
1 DRAGON DRIVE	58-02-100-006	Walk Thru-State Fire	10/15/2021	10/15/2021	Partially Approv
3418 DYE RD	58-29-551-023	Status	10/19/2021	10/19/2021	Partially Complie
4062 MORRISH RD	58-35-200-005	Status	10/19/2021	10/19/2021	Partially Complie
5286 WORCHESTER DR	58-02-551-004	Status	10/19/2021	10/19/2021	Complied
7484 WADE ST	58-01-502-047	Site Inspection	10/19/2021	10/21/2021	Violation(s)
4290 MORRISH RD	58-35-400-001	Status	10/19/2021	10/19/2021	Approved
5292 SEYMOUR RD	58-03-531-062	Ordinance	10/19/2021	10/19/2021	Violation(s)
7035 YARMY DR	58-36-526-036	Site Inspection	10/19/2021	10/19/2021	Partially Complie
4432 MORRISH RD	58-35-576-003	Initial	10/19/2021	10/19/2021	Violation(s)
7193 RUSSELL DR	58-36-676-085	Rough	10/20/2021	10/20/2021	Partially Approv
4289 ALEX MARIN DR	58-36-676-099	Status	10/21/2021	10/21/2021	Complied
4248 LINDSEY DR	58-36-676-074	Masonry	10/21/2021	10/21/2021	Approved

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7193 RUSSELL DR	58-36-676-085	Masonary	10/21/2021	10/21/2021	Approved
4935 ITA CT	58-35-400-016	Status	10/25/2021	10/25/2021	Complied
4315 ELMS RD	58-31-551-005	Site Inspection	10/26/2021		
4141 MORRISH RD	58-36-100-001	Final Zoning-Admin	10/26/2021	10/26/2021	Approved
9055 CHESTERFIELD DR	58-03-527-006	Final	10/26/2021	10/26/2021	Approved
9015 MILLER RD	58-02-100-002	Final	10/26/2021	10/26/2021	Approved
5113 MC LAIN ST	58-02-526-041	Final	10/26/2021	10/26/2021	Locked Out
4141 MORRISH RD	58-36-100-001	Final-Admin	10/26/2021	10/26/2021	Approved
5393 DON SHENK DR	58-03-579-013	Initial	10/26/2021	10/27/2021	Violation(s)
MILLER RD	58-36-300-016	Final Zoning-Admin	10/27/2021	10/28/2021	Approved
3429 ELMS RD	58-30-551-005	Final Zoning-Admin	10/27/2021	10/28/2021	Approved
7365 MILLER RD	58-01-501-017	Final Zoning-Admin	10/27/2021	10/28/2021	Approved
4127 JENNIE LN	58-36-526-028	Final Zoning-Admin	10/27/2021	10/28/2021	Approved
7510 ELIZABETH CT	58-36-651-051	Initial	10/27/2021	10/27/2021	Complied
5388 DURWOOD DR	58-03-533-114	Final	10/27/2021	10/27/2021	Approved
4237 ELMS RD	58-31-100-025	Final-Admin	10/27/2021	10/28/2021	Approved
5153 OAKVIEW DR	58-02-501-099	Final-Admin	10/27/2021	10/28/2021	Approved
5017 HOLLAND DR	58-01-100-034	Final-Admin	10/27/2021	10/28/2021	Approved
5147 DURWOOD DR	58-03-533-155	Final-Admin	10/27/2021	10/28/2021	Approved
7255 MILLER RD	58-36-577-030	Final-Admin	10/27/2021	10/28/2021	Approved
5203 BIRCHCREST DR	58-03-531-087	Final-Admin	10/27/2021	10/28/2021	Approved
9190 JILL MARIE LN	58-03-534-003	Final-Admin	10/27/2021	10/28/2021	Approved
8006 MILLER RD	58-35-576-048	Final	10/27/2021	10/27/2021	Approved
7035 YARMY DR	58-36-526-036	Status	10/28/2021		
4274 ALEX MARIN DR	58-36-676-088	Final	10/28/2021	10/28/2021	Partially Approv
4274 ALEX MARIN DR	58-36-676-088	Right of Way	10/29/2021		

Inspections: 62

Population: All Records

Inspection.DateTimeScheduled Between 10/1/2021 12:00:00 AM AND 10/31/2021 11:59:59 PM

Certificates With Inspections

11/01/2021

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR210071	9223 HILL RD	10/08/2021	10/08/2021	10/11/2021		10/11/2023	Suspended
Initial	JKEY	Matt Hart	Scheduled				
CR210072	7510 ELIZABETH CT	10/18/2021	10/18/2021	10/18/2021	10/27/2021	10/18/2024	Certified
Initial	JKEY	Matt Hart	Completed	Complied			

Population: All Records

Record Count: 2

Certificate.DateIssued Between 10/1/2021 12:00:00 AM
AND 10/31/2021 11:59:59 PM

Enforcements By Category

11/01/21

BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E21-394	7484 WADE ST	Violation	10/11/21	
E21-395	5292 SEYMOUR RD	Violation	10/13/21	
Total Entries: 2				

BUILDING VIOLATIONS

Enforcement Number	Address	Status	Filed	Closed
E21-393	7512 GROVE ST	No Violation	10/11/21	10/12/21
Total Entries: 1				

MOWING

Enforcement Number	Address	Status	Filed	Closed
E21-396	7035 YARMY DR	Inspection Pending	10/19/21	
Total Entries: 1				

OUTSIDE STOR/DISP

Enforcement Number	Address	Status	Filed	Closed
E21-397	4315 ELMS RD	Inspection Pending	10/25/21	
Total Entries: 1				

RENTAL NON-COMPLIANCE

Enforcement Number	Address	Status	Filed	Closed
E21-398	5061 SCHOOL ST	Inspection Pending	10/28/21	
E21-399	7524 MILLER RD	Inspection Pending	10/28/21	
Total Entries: 2				

Enforcements By Category

11/01/21

Total Records:

Enforcement.DateFiled Between 10/1/2021 12:00:00 AM AND 10/31/2021 11:5

APPRAISAL RETAINER AGREEMENT

DATE: November 3, 2021

CLIENT: **City of Swartz Creek**
% Mr. Michael J. Gildner, Esq.
Simen, Figura & Parker, PLC
5206 Gateway Center, Suite 200
Flint, Michigan 48507

APPRAISER: John R. Widmer, Jr., MAI
FROHM & WIDMER, INC.
33966 West 8 Mile Road, Suite 108
Farmington Hills, Michigan 48335

PROPERTY: Meijer & Excess Land
4141 Morrish Rd., Swartz Creek, Michigan 48473-7900
Tax Parcel No. 58-36-100-014
Meijer, Inc. v. City of Swartz Creek
MOAHR Docket No. 21-001467-TT



EXHIBIT 1

In general, the subject property is a ±188,103 square foot Meijer store, with a ±2,814 square foot Fuel Center and Convenience store, with a total gross building area (GBA) of ±190,917 square feet. The site is located at the northeast quadrant of the Morrish Road and I-69 freeway interchange. The site includes a total area of ±58.79 acres, and on a preliminary basis is anticipated to include excess land. The excess land is comprised of two (2) sections, first the north ±19.1 acres, that being the southeast corner of Morrish and Bristol Roads, and secondly a ±2.4 acre outlot along Morrish Road. As with any property, the existence and functional utility of excess land¹ or surplus land² will be dependent upon ultimate review of community zoning patterns, along with market research relative to potential uses of said land.

SERVICES: This agreement represents a proposal to provide real property appraisal services, related to the requirement of establishing True Cash Value (TCV) for a pending ad valorem appeal on the subject property. The valuation will provide a TCV conclusion retrospective to December 31, 2020 (Tax Year 2021).

All market analysis and appraisal reporting will be prepared and reported in conformance with the **Uniform Standards of Professional Appraisal Practice (USPAP) 2020-2021 Edition**, as well as all Professional Appraisal Standards and Code of Professional Ethics of the **Appraisal Institute**. For each appraisal assignment, an appraiser must:

- 1.) identify the problem to be solved;
- 2.) determine and perform the scope of work necessary to develop credible assignment results; and,
- 3.) disclose the scope of work in the report.

An appraiser must properly identify the problem to be solved in order to determine the appropriate scope of work. The appraiser must be prepared to demonstrate that the scope of work is sufficient to produce credible assignment results. Scope of work includes, but is not limited to:

- the extent to which the property is identified;
- the extent to which tangible property is inspected;
- the type and extent of data researched; and,
- the type and extent of analyses applied to arrive at opinions or conclusions.

Appraisers have broad flexibility and significant responsibility in determining the appropriate scope of work for an appraisal assignment. Credible assignment results require support by

¹ In regard to an improved site, the land not needed to serve or support the existing improvement.Such land may be separated from the larger site and have its own highest and best use, or it may allow for future expansion of the existing or anticipated improvement. (The Appraisal of Real Estate, Appraisal Institute, 12th Edition, 2001, page 198)

² Land not necessary to support the highest and best use of the existing improvement but, because of physical limitations, building placement, or neighborhood norms, cannot be sold off separately. Such land may or may not contribute positively to value and may or may not accommodate future expansion of an existing or anticipated improvement. (The Appraisal of Real Estate, Appraisal Institute, 12th Edition, 2001, page 198)

relevant evidence and logic. The credibility of assignment results is always measured in the context of the intended use. An Appraisal Report requires the following items:

- (i.) State the identity of the client, or if the client requested anonymity, state that the identity is withheld at the client's request, but retained in the Appraiser's Workfile.
- (ii.) State the identity of any other intended users by name or type.
- (iii.) State the intended use of the appraisal.
- (iv.) Contain information, documents, and/or exhibits sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic property characteristics relevant to the assignment.
- (v.) State the real property interest appraised.
- (vi.) State the type and definition of value and cite the source of the definition.
- (vii.) State the effective date of the appraisal and the date of the report.
- (viii.) Summarize the scope of work used to develop the appraisal.
- (ix.) Summarize the extent of any significant real property appraisal assistance.
- (x.) Provide sufficient information to indicate that the appraiser complied with the requirements of Standard 1, by:
 - Summarizing the appraisal methods and techniques employed
 - Stating the reasons for excluding the sales comparison, cost or income approach(es) if any have not been developed
 - Summarizing the results of analyzing the subject sales, agreements of sale, options and listings in accordance with Standards Rule 1-5
 - Stating the value opinion(s) and conclusion(s)
 - Summarizing the information analyzed and the reasoning that supports the analyses, opinions, and conclusions, including reconciliation of the data and approaches.
- (xi.) State the use of the real estate existing as of the effective date and the use of the real estate reflected in the appraisal.
- (xii.) When an opinion of highest and best use was developed by the appraiser, state that opinion and summarize the support and rationale for that opinion.
- (xiii.) Clearly and conspicuously, state all extraordinary assumptions and hypothetical conditions; and, state that their use might have affected the assignment results.
- (xiv.) include a signed certification in accordance with Standards Rule 2-3.

In this instance, TCV value will be established and reported initially in a Restricted Appraisal, in conformance with Standards Rule 2-2(b), to be followed up with an Appraisal Report, prepared in conformance with Standards Rule 2-2(a), if necessary. With regards to the above noted reporting requirements, the breadth of discussion will be predicated upon the extent to which each component would impact the TCV conclusion. For factual data, a summarized presentation will be included. For factors that have a more influential impact on value, a more detailed discussion will be presented.

In this instance, TCV will be established and reported in an Appraisal Report, in conformance with Standards Rule 2-2(a).

- Identification of subject property by its legal description and real property tax identification number. In defining the subject property, the following data sources have been reviewed:
 - Swartz Creek Assessment & Building Department records
 - www.bsasofware.com database records

EXHIBIT 1

- John R. Widmer, Jr., MAI will observe the property from the exterior and interior.
- At the time of the property inspection, the neighborhood will be driven and an observation of development patterns will be noted.
- Identification relevant demographic factors through a combination of internet search engines, www.costar.com, www.stdbonline.com, and published reports provided within Swartz Creek and Genesee County records.

Once the subject property is defined, a review of generally accepted methods of measuring TCV will be reviewed. There are three generally accepted techniques for arriving at an indication of value. These are:

The Cost Approach, which involves estimating site value through an analysis of vacant land sales. The site value is added to the estimated building replacement cost after allowance for depreciation, if any exists. Building replacement cost may be estimated a number of ways, including a replacement cost service, a professional architect or cost estimator, and building cost comparables.

The Income Approach, in which the projected gross income is based on market data, and after allowance for reasonably anticipated expenses, is capitalized or discounted at a rate of return required by investment capital. This rate is commensurate with the risk of ownership and expected life of the improvements. Operating expenses are based on an analysis of reported expenses for the subject property, comparable properties and industry trends.

The Sales Comparison Approach, in which sales of similar properties are compared to the subject utilizing a common unit of comparison such as price per square foot, or an effective gross income multiplier. Sales are found by researching recorded documents, and by conversations with brokers and property owners active in the marketplace. The specific source for each sale utilized is included in the work file.

On the retrospective date of valuation, the property was owner-occupied by Meijer, and it is assumed there are no unrelated, arm's length leases in-place. Based on these considerations, the property will be considered to represent an owner-occupied property, and TCV will be established on a fee simple ownership basis.

In the analysis, all three approaches to value will be considered and applied in the valuation. When considering to what degree each approach should be weighed, it will be important to consider certain appraisal principles for real estate. Integral in any determination of TCV for a property, especially applying all three approaches to value, is the principle of substitution and balance, which are defined as follows:

Substitution: The principle of substitution holds that the value of property tends to be set by the cost of acquiring a substitute or alternative property of similar utility and desirability within a reasonable amount of time.³

Balance: The forces of supply and demand tend toward equilibrium, or balance, in the market, but absolute equilibrium is almost never attained. Due to shifts in population, purchasing power, and consumer tastes and preferences, demand varies greatly over time. The construction of new buildings, conversion of existing buildings to other uses, and demolition of old buildings cause supply to vary as well. The principle of balance also holds that both the relationship between land and improvements and the relationship between a property and its environment must be in balance for a property to achieve its optimum market value. For example, a property that has too much land in relation to its improvements (known as an under-improvement) or too many expensive amenities for its location (known as an over-improvement) is out of balance. Appraisers must watch for imbalances in the market and within specific properties because those imbalances can cause the market to ascribe different prices to otherwise comparable properties. Over-improvements and under-improvements can lead to functional obsolescence that may need to be accounted for in sales comparison, income capitalization, and cost approach analyses, but differently in each approach.⁴

Pertaining to the valuation, the principle of substitution and balance is likely to be integral, and basically goes to the fact that a buyer will not pay more for one property than for an alternatively available property. When there is a limited inventory of available, similar properties, there becomes an imbalance, which limits options for any end-user of real estate. Across the state of Michigan, the various real estate markets have displayed this exact principle, as many users have no option but to develop new property, wherein, a cost valuation is considered to be a representative indication of value for this same property. Likewise, for this same property, when there is a limited availability of improved sales or improved rental alternatives, the only substitute property becomes this newly constructed property. In said instance, the applicability of each approach to value is summarized below:

Cost Approach: In a market where there are limited opportunities for retail locations, the only alternative is to construct a new property. While the subject is 8-years old as of the retrospective date of valuation, it is possible that the property may have accrued physical depreciation, and this approach is considered to provide a reliable measure of value. A possible limitation of the approach is the availability of vacant land transactions in the immediate sub-market. As such, it may be necessary to expand the geographic search for comparables, and the adjustment process will ultimately consider all sub-market variances.

³ The Appraisal of Real Estate, Appraisal Institute, 2013, 14th Edition, page 379

⁴ Ibid

Sales Comparison Approach: In this instance, it is also possible that there will be no sales of big-box stores in the immediate sub-market, which is not unusual for outlying locations. Similar to the research of vacant land comparables, the geographic boundaries may need to be expanded, and sales across the state of Michigan may ultimately be reviewed. The most significant influence of this approach, is the need to consider and analyze sales of vacant big-box stores that have been re-merchandised from original uses. In a retail market that may have inferior demographic influences, a user may elect to close an older store and re-open in a more modern facility. As such, this approach will be applied, however, it may be necessary to consider the difference in valuation of a vacant or occupied retail store.

Income Approach: The subject includes nearly 200,000 square feet, and there may be limited lease information available for this size store. Generally when a big-box store closes, it is sometimes necessary to divide the larger footprint into mid-box type retail stores. As such, it is possible that there may be a limited availability of leases for retail space in excess of 100,000 square feet. Even so, this approach will be applied.

FEE: This proposal contemplates preparation of an Appraisal Report, performed in conformance with USPAP S.R. 2-2 (a), for submission to the Michigan Office of Administrative Hearings and Rules (MOAHR). The *not to exceed (NTE)* fee estimate is \$15,000, and will not be determined until a final compilation of time is reconciled. The proposed NTE fee includes a review and analysis of excess or surplus land, comprising a total of ±21.5 acres, which is considered to represent a separate valuation of the assignment.

The NTE fee in this agreement will survive final preparation and delivery of the Appraisal Report, however, excludes subsequent services rendered, including but not limited to meetings, other conferences, depositions, hearings, trial preparation, attendance and testimony at trial, or any other dissemination or defense of the assignment and its conclusions. These post-appraisal services, if applicable, will be billed at a rate of \$200 per hour. These additional expenses are not intended to cover review and/or questions concerning the appraisal, upon receipt and review of same by the client.

DELIVERY: Contingent upon receipt of information, to be submitted to the client should the terms of this agreement be acceptable, the Appraisal Report will be targeted for completion by January 17, 2022, so to meet all MTT scheduling orders, with valuation disclosure exchange now set for February 2, 2022.

CONFIDENTIALITY: Frohm & Widmer, Inc. considers all work done in connection with this assignment to be confidential. By acceptance of this engagement, it is understood that any private, confidential, or proprietary information provided during the course of this assignment will be kept strictly confidential. The appraiser will maintain the confidentiality and privacy of customer information obtained in the course of this assignment in compliance with USPAP and Regulation P, and Title V of the **Gramm–Leach–Bliley Act (GLB)**, also known as the Financial Services Modernization Act of 1999. Valuation assumptions, value conclusions, and/or related issues will *NOT* be discussed with any party other than the client and authorized parties as directed by the client. In addition, the appraiser agrees to comply with any confidentiality agreement that may be consummated between Swartz Creek and Petitioner.

ACCEPTANCE: If the terms of this agreement are acceptable, please formally acknowledge your acceptance of these terms.

Frohm & Widmer, Inc.



BY: John R. Widmer, Jr., MAI	Vice President	11-03-2021
	TITLE	DATE

City of Swartz Creek

BY: _____	TITLE	DATE
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Memorandum

To: Metro Police Authority Board of Directors

From: Shawna Farrell, CPA

Date: October 20, 2021

Re: Chief Contract

The current salary for the Police Chief is \$90,000 and has remained the same since the Metro Police Authority's inception on February 1, 2017. I have provided the following calculation showing what the salary amounts would have been each year if a cost of living adjustment (C.O.L.A.) had been included as a salary increase annually:

Year	Salary	C.O.L.A. increase
2017	90,000.00	2.68%
2018	92,412.00	1.20%
2019	93,520.94	2.51%
2020	95,868.32	0.66%
2021	96,501.05	4.56%
2022	100,901.50	

Cost of living adjustment increases were calculated from consumer price index figures obtained from the U.S. Bureau of Labor Statistics for all urban consumers in the Detroit-Warren-Dearborn, MI area. The 2021 increase was calculated using August 2021 consumer price indexes.

Metro Police Authority of Genesee Co.
And
Police Officers Labor Council

Tentative Agreement

October 4, 2021

1. Duration:

4-year contract: January 1, 2022 – December 31, 2025. (Article 1, section 1.1) amend to January 1, 2022 effective date)

2. Wages and Salaries:

Amend article 30, section (30.1) to reflect the following effective dates and wage increases:

2022 - 2.0%
2023 - 2.5%
2024 - 2.5%
2025 - 2.5%

Amend article 30 section (30.1) to eliminate the current “start” wage making the scale a 5 yr. top out. Effective immediately, part-time employee wage will equal that of 2nd wage step, including night shift premium.

New hires with previous law enforcement experience will be evaluated, on an individual basis by the Chief of Police, to determine the appropriate starting wage scale outlined in the current collective bargaining agreement.

3. Longevity:

Add to wages and salaries article 30 section (30.3), longevity as follows:

- 5 – 10 yrs. = \$500
- 10 – 15 yrs. = \$1000
- 15 – 20 yrs. = \$1500
- 20 + yrs. = \$2,000

Longevity shall be factored in equally across 26 pay periods. Longevity pay does not roll over from any defined category to the next and accumulate.

4. Retirement

Article 20, MERS retirement benefit program (Defined Benefit Employees).

Amend section 20.1: Effective 1/1/2022 (7.5%) employee contribution rate for years 2022 and 2023, Effective 01/01/2024 (7.75%) employee contribution rate for years 2024 and 2025. All other aspects of the program are to remain status quo.

MERS retirement Hybrid Pension Plan employees are to remain status quo.

5. Hours of Work

Amend article 29, section (29.6) to read; A shift premium of \$.75/hr. will be accorded employees for shifts starting on or after 12:00 noon; \$1.50/hr. for shifts beginning on or after 6:00 p.m.

6. Court Time and Detective On Call

Amend article 15, (15.3) to read; Detectives are required to be “on call” on a rotational basis, twenty-four (24) hours a day for a seven (7) day period. Detectives will receive two (2) hours of their hourly rate of pay and are accorded the use of an Authority vehicle as compensation.

7. Leaves of Absence

Add following language to article 18 as follows; section (18.8) In lieu of placing officers on paid administrative leave to accommodate any required time period relating to testing for COVID-19, a 60-hour paid time off pandemic bank will be established to be used for mandatory time off due to a pandemic as declared by the Center for Disease Control (CDC), as set forth above. Pandemic bank hours may be used for pandemic related matters as defined by CDC guidelines, State or Federal law or mandates. This bank applies only to the period of time an officer must quarantine prior to or during the waiting period for COVID-19 test results. The employer and union may adjust or amend

this provision as necessary should State or Federal law or CDC guidance change. Employees granted use of pandemic bank hours shall be required to follow all pandemic protocols defined by the CDC and Michigan's Act 238 or 2020 for exposure and contraction such as quarantining, testing, ect. Requests for use of this pandemic bank shall be approved by the Chief of Police. Use of pandemic bank hours shall require proof of a medical evaluation from a physician as well as proof of testing for the related disease. Pandemic bank hours are not eligible for enhancement of any other benefits offered to POLC members in the collective bargaining agreement. Pandemic bank hours shall transfer from year to year, but not "roll-over" and accumulate beyond 60 hours per year. Once 60 hours of pandemic bank time is utilized in one calendar year, the bank shall not renew until January 1 of the next calendar year. "Sick Time/Personal Leaves", as defined within the collective bargaining agreement, shall be utilized for any illness that extends beyond the 60 hours afforded in the pandemic bank.

8. Letters of Agreement

All previously agreed upon "Letters of Agreement" that have yet to be added to the 2019 – 2021 collective bargaining agreement, are to be added to the language of the 2022 collective bargaining agreement, as previously stipulated in their entirety. (See attachments for "LOA" language).

Metro Police Authority of Genesee Co.
And
Police Officers Labor Council Representing
Command Officers

Tentative Agreement

October 12, 2021

1. Duration:

4 year contract: January 1, 2022 – December 31, 2025. (Article 1, section 1.1) amend to January 1, 2022 effective date)

2. Wages and Salaries:

Amend article 30, section (30.1) to reflect the following effective dates and wage increases:

2022 - 2.0%

2023 - 2.5%

2024 - 2.5%

2025 - 2.5%

Increases for each year to commence on January 1, of each year.

Amend article 30, section (30.2) to increase Lieutenant's salary to 10% above top out Sergeant's wage.

3. Longevity:

Add to wages and salaries article 30 section (30.3), longevity as follows:

5 – 10 yrs. = \$500

10 – 15 yrs. = \$1000

15 – 20 yrs. = \$1500

20 + yrs. = \$2,000

Longevity shall be factored in equally across 26 pay periods. Longevity pay does not roll over from any defined category to the next and accumulate.

4. Retirement

Article 20, MERS retirement benefit program (Defined Benefit Employees).

Amend section 20.1: Effective 1/1/2022 (7.5%) employee contribution rate for years 2022 and 2023, Effective 01/01/2024 (7.75%) employee contribution rate for years 2024 and 2025. All other aspects of the program are to remain status quo.

MERS retirement Hybrid Pension Plan employees are to remain status quo.

5. Hours of Work / Flex Bonus

Amend article 29, section (29.6) to \$.75/hr. for Dayshift Sergeant and \$1.50/hr. for Nightshift Sergeant.

6. Court Time and On Call

Amend article 15, (15.3) to five (5) hours of compensatory time bi-weekly for carrying Authority provided cellular phones, (all other language to remain the same).

7. Leaves of Absence

Add following language to article 18 as follows; section (18.8) In lieu of placing officers on paid administrative leave to accommodate any required time period relating to testing for COVID-19, a 60-hour paid time off pandemic bank will be established to be used for mandatory time off due to a pandemic as declared by the Center for Disease Control (CDC), as set forth above. Pandemic bank hours may be used for pandemic related matters as defined by CDC guidelines, State or Federal law or mandates. This bank applies only to the period of time an officer must quarantine prior to or during the waiting period for COVID-19 test results. The employer and union may adjust or amend this provision as necessary should State or Federal law or CDC guidance change. Employees granted use of pandemic bank hours shall be required to follow all pandemic protocols defined by the CDC and Michigan's Act 238 or 2020 for exposure and contraction such as quarantining, testing, etc. Requests for use of this pandemic bank shall be approved by the Chief of Police. Use of pandemic bank hours shall require proof of a medical evaluation from a physician as well as proof of testing for the related disease. Pandemic bank hours are not eligible for enhancement of any other benefits offered to POLC members in the collective bargaining agreement. Pandemic bank hours shall transfer from year to year, but not "roll-over" and accumulate beyond 60 hours per year. Once 60 hours of pandemic bank time is utilized in one calendar year, the bank shall not renew until January 1 of the next calendar year. "Sick Time/Personal Leaves", as defined within the collective bargaining agreement, shall be utilized for any illness that extends beyond the 60 hours afforded in the pandemic bank.

8. Letters of Agreement

All previously agreed upon "Letters of Agreement" that have yet to be added to the 2019 – 2021 collective bargaining agreement, are to be added to the language of the 2022 collective bargaining agreement, as previously stipulated in their entirety. (See attachments for "LOA" language).

**FIRST ADDENDUM TO
METRO POLICE AUTHORITY OF GENESEE COUNTY
POLICE CHIEF EMPLOYMENT AGREEMENT**

THIS FIRST ADDENDUM (“Addendum”) to the Metro Police Authority of Genesee County Police Chief Employment Agreement, dated June 27, 2018 (hereafter the “Agreement”) is executed into effective on June 20, 2019, by and between the Metro Police Authority of Genesee County, a public body corporate created pursuant to the Michigan Constitution of 1963, Article 7, § 28, and the Urban Cooperation Act of 1967, Act No. 7 of the Michigan Public Acts of 1967, Ex. Sess., being MCL § 124.501, *et seq.*, whose address is 5420 Hill 23 Drive, Flint, Michigan 48507, hereinafter referred to as “Authority” or “Employer” and Matthew Bade, hereinafter referred to as “Employee.” The Employer and Employee are sometimes hereafter each referred to as a “Party” and collectively as the “Parties.”

WITNESSETH:

WHEREAS, the Parties executed the Metro Police Authority of Genesee County Police Chief Employment Agreement, which is dated and effective June 27, 2018 (the “Employment Contract”);

WHEREAS, after the one-year Employment Contract term, the Parties renegotiated the Employment Contract and on June 20, 2019 executed a new contract entitled Metro Police Authority of Genesee County Police Chief Employment Agreement, which is also dated June 27, 2018 (hereinafter the “Agreement”), which contains an evergreen clause;

WHEREAS, pursuant to Section 2 of the Agreement, the Authority is to compensate the Employee at an annual salary of ninety thousand and 00/100 Dollars (\$90,000.00), subject to a review in November 2019, at which time the Authority may adjust the compensation of the Employee by a majority vote of the Authority Board;

WHEREAS, on September 25, 2019, the Employee agreed that no increase in compensation was necessary if the Authority would agree to increase the Employee’s vacation time from one hundred sixty (160) hours to one hundred ninety-two (192) hours;

WHEREAS, based upon the mutual understandings between the Parties at the September 25, 2019 Authority Board meeting, the Parties have agreed to modify Section 7.b of the Agreement to reflect an increase in vacation time to one hundred ninety-two (192) hours for the Employee.

NOW THEREFORE, it is hereby agreed by the Parties as follows:

1. **Amendment of Section 7.b of the Agreement.** Section 7.b of the Agreement is hereby deleted in its entirety and replaced with the following:
 - b. Employee shall be entitled to one hundred ninety-two (192) hours of vacation, and eighty-eight (88) hours of sick/personal leave time to be utilized per year. The Employee may not carry over unused vacation or leave time from year to year and will not be compensated for unused vacation or leave time. Holiday leave is defined in section 8.1 of the Metro Police Authority’s Personnel Manual.

2. **Notices.** Any notice, demand, or communication required, permitted or desired to be given under this Addendum shall be deemed effectively given pursuant to Section 21 the Agreement.

3. **Headings.** The headings of the sections set forth in this Addendum are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Addendum.

4. **Complete Agreement.** This Addendum, the Agreement and any additional or supplementary documents incorporated by specific reference contain all of the terms and conditions agreed upon by the Parties and no other agreements, oral or otherwise, regarding the subject matter of this Addendum or any part thereof shall have any validity or bind either of the Parties. Additionally, the Parties agree that the Employment Contract dated June 27, 2018 has been revoked in its entirety.

5. **Severability.** If any provision of this Addendum is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of this Addendum which shall remain in full force and effect and enforceable in accordance with its terms.

6. **Waiver.** No waiver of any of the obligations contained herein shall be effective for any purpose unless the same shall be in writing signed by Authority and by the Employee.

7. **Construction.** This Addendum has been prepared and negotiations have occurred in connection with said preparation pursuant to the joint efforts of the Parties. This Addendum therefore shall not be construed against either Party.

8. **Amendment.** This Addendum may not be amended or modified except for by written agreement signed by both Parties.

9. **Remainder of Agreement.** Except as modified by this Addendum, the terms of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this Addendum to be executed and delivered by their respective duly authorized representatives as of the day and year first above written.

APPROVED BY AUTHORITY

By: Kay Deen

Its: 10-14-19

APPROVED BY EMPLOYEE

By: MJ Bode

Its: 10/14/19

Metro Police Authority of Genesee County
2022 Proposed Budget

OHSP Grant	\$	10,000
Contracted Services		5,000
Salvage Inspections		300,000
FANG Reimbursement		53,962
GAIN Reimbursement		55,000
Interest		50
Ordinance Fines		60,000
PA 302 Training		4,000
Parking Fees		1,500
Police Reports and Other Fees		15,000
Police Services-Mundy		2,587,986
Police Services-Swartz Creek		1,108,587
School Liason-SC		93,408
School Liason-CA		77,255
Total Revenue	\$	<u>4,371,748</u>

Wages	\$	2,139,653
Overtime		142,000
Payroll Taxes		174,546
Health Insurance		295,786
Retiree Health Insurance-OPEB		219,771
Vision Insurance		5,483
Life Insurance		3,291
Sick/Accident Insurance		12,438
Dental Insurance		28,762
Pension Expense-MERS		342,162
Workers' Compensation		66,101
LEORTC Training		4,000
Supplies		15,000
K-9 Expenses		3,000
Postage		1,680
Fuel		85,000
Uniforms		10,000
Professional Fees/Contractual		105,036
Salvage Inspections		240,000
P.D. Community Policing		2,500
Training		16,100
Utilities		34,340
Telephone		15,200
Repairs and Maintenance		44,137
Equipment Repair and Maintenance		1,975
Grounds		7,247
Vehicle Expense		72,415
Building Lease		95,112
Misc Expense		1,000
Tech/Email		37,467
Dues and Subscriptions		4,085
Insurance		97,000
Equipment		49,461
Total Expenditures	\$	<u>4,371,748</u>

Net Budgeted Expenditures Over Revenues	\$	<u>0</u>
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Metro Police Authority of Genesee County
 2022 Proposed Revenue

	2021 Original	2021 8 Months	2021 Estimated	2022 Proposed
Federal Grants	-	35,703	35,703	-
OHSP Grant	8,431	4,927	8,431	10,000
Contracted Services	5,000	6,655	6,655	5,000
Salvage inspections	-	59,900	100,000	300,000
FANG Reimbursement	53,962	36,462	53,962	53,962
GAIN Reimbursement	-	42,913	52,868	55,000
Donations	-	1,307	1,307	-
Donations-K9	-	940	940	-
Interest	50	38	50	50
Miscellaneous Income	-	1,165	1,165	-
Ordinance Fines	50,000	40,434	70,000	60,000
PA 302 Training-LEORTC	4,000	1,389	4,000	4,000
Parking Fees	1,200	1,300	1,500	1,500
Police Reports and Other Fees	11,000	9,647	16,000	15,000
Police Services-Mundy	2,496,357	1,872,268	2,496,357	2,587,986
Police Services-Swartz Creek	1,069,336	802,002	1,069,336	1,108,587
School Liason-SC	73,350	41,230	67,730	93,408
School Liason-CA	70,528	38,118	67,720	77,255
Unclaimed Funds	-	31	41	-
Total Revenue	3,843,214	2,996,429	4,053,765	4,371,748

Metro Police Authority of Genesee County
2022 Proposed Budget

	2021 Original	2021 8 Months	2021 Estimated	2022 Proposed		
702-000	Wages	2,040,621	1,264,719	1,882,397	2,139,653	Wages paid at regular rate
702-100	Overtime	140,431	74,939	147,818	142,000	Overtime wages
715-000	Payroll Taxes	166,851	103,962	155,311	174,546	FICA payroll taxes
716-000	Health Insurance	308,513	233,628	309,789	295,786	Health Insurance Premiums
716-100	Retiree Health Insurance	200,000	-	211,255	219,771	OPEB actuarial determined contribution
716-200	Vision Insurance	5,630	3,549	5,579	5,483	Vision Insurance Premiums
717-000	Life Insurance	3,538	2,180	3,245	3,291	Life Insurance Premiums
718-000	Sick/Accident Insurance	12,765	8,182	12,274	12,438	Sick/Accident Insurance Premiums
719-000	Dental Insurance	39,466	20,136	29,950	28,762	Dental Insurance Pemiums
720-000	Pension Expense	270,502	163,650	251,650	342,162	Retirement Expense
721-000	Workers' Compensation	66,120	41,969	62,953	66,101	Annual Workers' Compensation
724-000	LEORTC	4,000	-	4,000	4,000	LEORTC training
727-000	Supplies	15,000	6,470	10,000	15,000	Office supplies & Misc officer supplies
727-100	K-9 Expenses	3,000	1,448	3,000	3,000	K-9 Vet Bills and misc exp
727-400	Postage	1,100	1,027	1,600	1,680	Postage meter lease & Postage
732-000	Fuel	85,000	53,136	85,000	85,000	Fuel purchases
733-000	Uniforms	10,000	6,421	10,000	10,000	Police Uniforms
801-000	Professional Fees	108,900	58,884	85,000	105,036	Professional Fees
802-000	Salvage Inspection Fees	-	47,920	80,000	240,000	Pymts to salvage Inspectors
809-000	P.D. Community Policing	2,500	9	1,500	2,500	Community Policing Program
815-000	Training	16,100	10,489	16,100	16,100	Required Training
920-000	Utilities	31,840	22,160	33,617	34,340	Electric, Gas, Water, Sewer
921-000	Telephone & Communications	11,460	8,719	13,138	15,200	Telephone
930-000	Repairs and Maintenance	41,474	25,169	41,474	44,137	Building maintenance
930-100	Equipment Repair and Maintenance	1,975	804	1,975	1,975	Equipment Repair
930-974	Grounds	7,176	3,605	7,176	7,247	Grounds, lighting, parking lot maintenance
931-000	Vehicle Expense	47,415	50,871	70,000	72,415	Vehicle maintenance including oil changes, tires, car washes
940-000	Building Lease	95,112	63,408	95,112	95,112	Lease on Hill Rd facility July-Dec
955-000	Misc Expense	1,000	3,523	3,747	1,000	Miscellaneous Expense
958-000	Tech/Email	37,061	20,386	33,514	37,467	Software/internet maintenance agreements and computer support
960-000	Dues and Subscriptions	3,895	3,060	3,060	4,085	Membership dues, licensing, magazines and other subscriptions
969-000	Insurance	89,282	59,768	88,364	97,000	General liability Insurance and Surety Bonding/Property Insurance
970-100	Capital Outlay	76,205	76,503	80,283	49,461	
	Total Expenditures	3,943,932	2,440,694	3,839,881	4,371,748	

Metro Police Authority of Genesee County
 2022 Budget
 Salary/Taxes/Retirement

Date of Hire	Rate	Hours	Gross	K-9	Est. Hours Payout	Sick/Pers Payout	Longevity	PP HEALTH	Clothing Allowance	Total Gross	FICA
12/8/2014	23.21	2,080	48,276.80	-	96.00	2,228.16			300.00	50,504.96	3,863.63
	24.21	2,080	50,356.80	-	96.00	2,324.16		2,400.00	300.00	52,680.96	4,030.09
	23.21	2,080	48,276.80	-	96.00	2,228.16		2,400.00	300.00	50,504.96	3,863.63
	15.00	832	12,480.00	-	-	-		-	-	12,480.00	954.72
	13.00	1,248	16,224.00	-	-	-		-	-	16,224.00	1,241.14
			100,000.00							100,000.00	7,650.00
6/23/1997	43.05		89,546.37		88.00	3,788.50	2,000.00	150.00	-	93,484.87	7,151.59
11/1/2018	39.14	2,080	81,405.79	-	88.00	3,444.09	500.00	150.00	-	84,999.88	6,502.49
	39.14	2,080	81,405.79	-	88.00	3,444.09	500.00	150.00	-	84,999.88	6,502.49
4/27/2015	39.14	2,080	81,405.79	-	88.00	3,444.09	500.00	150.00	-	84,999.88	6,502.49
11/16/1988	35.29	2,132	75,242.54	-	88.00	3,105.70	2,000.00	150.00	600.00	81,098.24	6,204.02
6/23/1997	35.29	2,132	75,242.54	-	88.00	3,105.70	2,000.00	150.00	600.00	81,098.24	6,204.02
8/22/2020	33.64	2,080	69,970.37		88.00	2,960.28		150.00		73,080.65	5,590.67
2/23/2013	33.64	2,080	69,970.37		88.00	2,960.28	500.00	150.00	-	73,080.65	5,590.67
8/22/2020	25.54	1,300	33,203.04			-				33,203.04	2,540.03
	27.25	780	21,258.43		88.00	2,398.39		150.00		23,806.82	1,821.22
9/27/2018	27.25	1,560	42,516.86	0	-	-		150.00	-	42,666.86	3,264.02
	29.91	520	15,551.33		88.00	2,631.76		-		18,183.09	1,391.01
3/3/1997	33.64	2,080	69,970.37	-	88.00	2,960.28	2,000.00	150.00	-	75,080.65	5,743.67
9/7/2019	33.64	2,080	69,970.37	-	88.00	2,960.28		150.00	-	73,080.65	5,590.67
10/25/2014	33.64	2,080	69,970.37	-	88.00	2,960.28	500.00	150.00	-	73,580.65	5,628.92
12/14/2016	29.91	2,000	59,812.80	-	-	-	500.00	-	-	60,312.80	4,613.93
	33.64	80	2,691.17	2,500.00	88.00	2,960.28		150.00		8,301.45	635.06
1/26/2019	27.25	1,560	42,516.86	-	-	0				42,516.86	3,252.54
	29.91	520	15,551.33	-	88.00	2,631.76		150.00		18,333.09	1,402.48
1/10/1997	33.64	2,080	69,970.37	-	88.00	2,960.28	2,000.00	150.00	-	75,080.65	5,743.67
9/25/2004	33.64	2,080	69,970.37	-	88.00	2,960.28	1,500.00	150.00	-	74,580.65	5,705.42
9/1/2003	33.64	2,080	69,970.37	2,500.00	88.00	2,960.28	1,500.00	150.00		77,080.65	5,896.67
2/3/2001	33.64	2,080	69,970.37	-	88.00	2,960.28	2,000.00	150.00	-	75,080.65	5,743.67
11/1/1995	33.64	2,080	69,970.37	-	88.00	2,960.28	2,000.00	150.00		75,080.65	5,743.67
1/1/2002	33.64	2,080	69,970.37	-	88.00	2,960.28	1,500.00	150.00		74,580.65	5,705.42
3/12/2020	25.54	435	11,110.25					2,400.00		13,510.25	1,033.53
	27.25	1,645	44,833.49		88.00	2,398.39		150.00	-	47,381.88	3,624.71
	25.54	2,080	53,124.86		88.00	2,247.59		150.00		55,522.45	4,247.47
PT OFFICERS	22.71	3,000	68,115.60							68,115.60	5,210.84
Code Enforcement	22.71	1,040	23,613.41							23,613.41	1,806.43
ELLIS-SSO	22.71	864	19,617.29							19,617.29	1,500.72
										2,087,547.96	159,697.42
Shift Premium	Admin Sgt	0.50	1960							980.00	74.97
	Sgt	1.25	1960							2,450.00	187.43
	Sgt	1.25	1960							2,450.00	187.43
	2nd Shift	0.75	2300							1,725.00	131.96
	3rd Shift	1.5	13000							19,500.00	1,491.75
Comp Hours-estimate										15,000.00	1,147.50
Comp Hours-year end payout										10,000.00	765.00
Total Wages										2,139,652.96	163,683.45
Overtime:											
Court Wages-estimate										10,000.00	765.00
Range Training overtime-estimate										5,000.00	382.50
Overtime-estimate										52,000.00	3,978.00
Overtime-OHSP										10,000.00	765.00
Holiday overtime Estimate										60,000.00	4,590.00
Overtime-Hometown days										5,000.00	382.50
Total Overtime										142,000.00	10,863.00

Metro Police Authority of Genesee County
 2022 Budget
 Benefits

	Health	Vision	Life	STD/LTD	Dental
	259.96	7.79	8.75	36.86	33.57
	-	11.89	8.75	36.86	64.44
	-	-	8.75	36.86	-
	-	11.89	10.00	37.78	64.44
	808.94	21.32	10.00	37.78	126.61
	1,052.42	21.32	10.00	37.78	126.61
	849.20	21.32	10.00	37.78	126.61
	622.66	21.32	10.00	37.78	126.61
	953.73	21.32	10.00	37.78	126.61
	1,506.50	11.89	10.00	37.78	64.44
	1,563.91	21.32	10.00	34.45	126.61
	1,111.19	21.32	10.00	37.78	126.61
	298.91	7.79	10.00	34.45	33.57
	450.84	11.89	10.00	36.70	64.44
	1,256.75	11.89	10.00	37.78	64.44
	857.72	21.32	10.00	36.70	126.61
	1,088.09	21.32	10.00	37.78	126.61
	260.22	7.79	10.00	37.78	33.57
	254.58	7.79	10.00	36.70	33.57
	1,145.05	21.32	10.00	37.78	126.61
	635.85	21.32	10.00	37.78	126.61
	927.95	21.32	10.00	37.78	126.61
	802.43	21.32	10.00	37.78	126.61
	367.09	21.32	10.00	37.78	33.57
	1,063.78	11.89	10.00	37.78	64.44
	-	21.32	10.00	36.70	-
	1,000.00	21.32	10.00	37.78	126.61
Monthly	19,137.77	443.62	266.25	1,006.32	2,327.03
Annual	229,653.24	5,323.44	3,195.00	12,075.84	27,924.36
State Claims Tax	-	-	-	-	-
Est. Increase	0.05	0.03	0.03	0.03	0.03
W/Increase	241,135.90	5,483.14	3,290.85	12,438.12	28,762.09
H.S.A.	54,650.00	-	-	-	-
Total Expense	295,785.90	5,483.14	3,290.85	12,438.12	28,762.09

Metro Police Authority
2022 Proposed Budget
Retirement

MERS Required Contribution	253,380	(\$21,115/month)
MERS Required Contribution Hybrid Pension	34,468	(462,376 * 7.21%)
MERS Required Contribution Hybrid-DC	23,209	5%
Additional 10%-per board	31,106	
	<u>342,162</u>	

Metro Police Authority of Genesee County
 2022 Budget
 Professional Fees

	2022 Budget	2021 Budget
Accountant/CPA	40,000	40,000
Payroll Service	3,246	7,500
Payroll Integration w/navigator	390	-
Audit Fees	23,000	23,000
OPEB Valuation	5,000	5,000
Attorney	30,000	30,000
Franklin Benefits	400	400
GLC Lab Fees	2,000	2,000
Officer testing fees	1,000	1,000
	105,036	108,900

Metro Police Authority
2022 Proposed Budget
Training

	2022 Budget	2021 Budget
Required Training	10,000	10,000
McFadden Staff & Command	3,500	3,500
Hiben & Cox Reconstruction School	2,600	2,600
	<u>16,100</u>	<u>16,100</u>

Metro Police Authority
2022 Proposed Budget
Utilities

	<u>2022</u> <u>Budget</u>	<u>2021</u> <u>Budget</u>
5420 Hill Road Water/Sewer	3,840	3,840
5420 Hill Road Gas/Electric	25,500	23,000
SC Gas/Electric	4,000	4,000
SC Water	1,000	1,000
	<u>34,340</u>	<u>31,840</u>

Metro Police Authority
2022 Budget
Telephone & Communications

	2022 Budget	2021 Budget
Verizon	5,400	2,400
Comcast	6,600	6,395
Comcast-SC	2,700	2,165
Misc	500	500
	<u>15,200</u>	<u>11,460</u>

Metro Police Authority
2022 Budget
Repairs & Maint

	2022 Budget	2021 Budget
Cintas	2,760	2,940
Shred Experts	720	720
Cleaning Company	21,600	19,200
Phoenix Pest	780	780
Sonitrol	5,014	4,731
SC Facility	10,763	10,604
Misc	2,500	2,500
	<u>44,137</u>	<u>41,475</u>

Metro Police Authority
2022 Proposed Budget
Equip Repairs & Maint

	2021 Budget	2021 Budget
Brady's	475	475
Misc	1,500	1,000
	<u>1,975</u>	<u>1,475</u>

Metro Police Authority
2022 Proposed Budget
Grounds

	2022 Budget	2021 Budget
Mowing & Fertilizer	2,447	2,376
Plowing-15	1,500	1,500
Salt-30	3,300	3,300
Misc	-	-
	<u>7,247</u>	<u>7,176</u>

Metro Police Authority
2022 Proposed Budget
Vehicle Expense

	2022 Budget	2021 Budget
Oil changes/car washes/repairs	35,000	50,000
Enterprise Maintenance Agreement	30,000	-
Fang Vehicle	7,415	7,415
	<u>72,415</u>	<u>57,415</u>

Fang vehicle is \$617.88/month plus mileage paid to SOM. FANG will reimburse us annually.

Metro Police Authority of Genesee County
 2022 Budget
 Tech Email

	2022 Budget	2021 Budget	
US Bank-Copier Lease	7,200	7,200	includes estimate for overage
Talon desktop support	900	900	
IT Right	10,000	10,000	
SRMS User Fees	5,356	5,150	
ID Networks-livescan	3,600	3,600	
Leads Online	1,811	1,811	
TriTech software-crimemapping	800	600	
SecureEnvoy-two factor authentication	600	600	
Gen Cty 911 Bandwith usage	2,000	2,000	
Pace Scheduler	3,200	3,200	
Misc	2,000	2,000	
	<u>37,467</u>	<u>37,061</u>	

Metro Police Authority of Genesee County
 2022 Budget
 Dues

	2022 <u>Budget</u>	2021 <u>Budget</u>
Sam's Club	100	100
TLO Fees	600	600
GC Assoc of Chiefs	50	50
MAGLOCLLEN	400	400
MI Assoc of Chiefs of Police	115	115
IACP	190	-
DEA Registration	400	400
Ring Annual Fee	30	30
MML	200	200
Misc	2,000	2,000
	<u>4,085</u>	<u>3,895</u>

Metro Police Authority of Genesee County
 2022 Budget
 Capital Outlay

	2022 Budget	2021 Budget
Vehicle Leases-2021 (3 cars)	19,734	17,525
Vehicle Leases-2022 (2 Cars)	13,156	-
Dashcams-Equip & Installation (7 Vehicles)	-	45,000
Dashcams-Annual fee (11 Vehicles)	7,790	4,900
Vests	3,780	3,780
MISC	5,000	5,000
	<u>49,461</u>	<u>76,205</u>

Vehicle leases consists of three Dodge Chargers with a monthly payment of \$584.18 for sixty months beginning 3/1/21

Metro Police Authority of Genesee County
2022 PPU Calculation

		Officers	Admin	Comm Safety
Wages	\$ 2,139,653	1,189,033	793,076	157,544
Overtime	142,000	142,000	-	-
Payroll Taxes	174,546	101,824	60,670	12,052
Health Insurance	295,786	175,481	94,923	25,382
Retiree Health Insurance	219,771	128,511	76,135	15,124
Vision Insurance	5,483	3,217	1,855	411
Life Insurance	3,291	1,854	1,190	247
Sick/Accident Insurance	12,438	6,882	4,635	921
Dental Insurance	28,762	15,772	10,629	2,361
Retirement Expense	342,162	256,606	71,377	14,179
Workers' Compensation	66,101	40,434	21,413	4,254
Revenue offsets		(293,248)	(16,550)	(113,962)
		1,768,367	1,119,353	118,513
		50.61	32.04	3.39
		Officer PPU	Admin PPU	C/S PPU
LEORTC Training	4,000	(4,000)	-	-
Supplies	15,000		15,000	
K-9 Expenses	3,000		3,000	
Postage	1,680		1,680	
Fuel	85,000		85,000	
Uniforms	10,000		10,000	
Professional Fees/Contractual	105,036		105,036	
Salvage Inspections	240,000	(240,000)	-	
P.D. Community Policing	2,500		2,500	
Training	16,100		16,100	
Utilities	34,340		34,340	
Telephone	15,200		15,200	
Repairs and Maintenance	44,137		44,137	
Equipment Repair and Maintenance	1,975		1,975	
Grounds	7,247		7,247	
Vehicle Expense	72,415	(7,415)	65,000	
Building Lease	95,112		95,112	
Misc Expense	1,000		1,000	
Tech/Email	37,467		37,467	
Dues and Subscriptions	4,085		4,085	
Insurance	97,000		97,000	
Capital Outlay	49,461	-	49,461	
		690,340		
			19.76	
			Overhead PPU	
Total Expenditures	\$ 4,371,748			
Total PPU:				
Officer PPU	50.61			
Admin PPU	32.04			
Community Safety PPU	3.39			
Overhead PPU	19.76			
	105.80			
		<u>Mundy Township</u>	<u>Swartz Creek</u>	
Annual Patrol Hours	24,460.8	24,460.8	10,478	
X PPU-hour	105.80	105.80	105.80	
Annual fee based on PPU	2,587,986	2,587,986	1,108,587	
Current Annual fee	2,496,357	2,496,357	1,069,336	
Estimated annual increase	91,629	91,629	39,251	
	3.67%	3.67%	3.67%	

Mundy Township coverage 470.4 hours/week
Swartz Creek coverage 201.5 hours/week
Total Annual coverage 34,938.8 hours

Admin includes:

Chief
Lieutenant
Admin Sergeant
4 Clerical Employees
Maintenance employee
Detectives

Community Safety Includes:

FANG officer-unreimbursed amount
Traffic Safety Officer
Code Enforcement Officer

**Cross Connection Control Program Summary Report
City of Swartz Creek
Facility Type: Non-Residential**

Quarterly Report	Qtr 1 Jan - Mar	Qtr 2 Apr - Jun	Qtr 3 Jul - Sep	Qtr 4 Oct - Dec	YTD 2021	Program Total
Facilities	241	241			241	241
Facilities Inspected	13	0			13	133
Facilities in Compliance	10	0			10	99
Facilities Not in Compliance	3	0			3	34
* Inspections Conducted	13	0			13	804
Inspection Notices Sent	16	0			16	1473
** Testable Backflow Assemblies	73	73			73	73
** Backflow Assemblies Tested	1	50			51	564
Testing Notices Sent	0	34			34	571

Current Contract Period: 02/01/2021 - 01/31/2024	
Contract Inspections Required	102
Contract Inspections Completed	13

****Inspections Conducted may be greater than Facilities Inspected due to multiple inspections taking place at the same facility within a given period.***

****Inspections Conducted includes all inspection activity, including inspections that didn't require an actual site visit by a HydroCorp inspector. These inspections do not count towards the total number of Contract Inspections Conducted.***

***** The total number of assemblies and assemblies tested may vary from past reports due to continuous receipt of test results.***



City of Swartz Creek
 Facilities Inspected
 Criteria:4/1/2021 - 6/30/2021



Inspection Summary:

Facilities Inspected:	0	Compliant:	0	Photo Compliance:	0
Inspections Conducted:	0	Not Compliant:	0	Inspector Municipality	0

Inspection Detail:

Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date



Swartz Creek - Com
Violations
Criteria:4/1/2021 - 6/30/2021



Violation Summary:

Total Violations: 0

Total Facilities with Violations: 0

Violation Details:

Facility Name	Service Address	Order #	Location/Comments
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**Cross Connection Control Program Summary Report
City of Swartz Creek
Facility Type: Non-Residential**

Quarterly Report	Qtr 1 Jan - Mar	Qtr 2 Apr - Jun	Qtr 3 Jul - Sep	Qtr 4 Oct - Dec	YTD 2021	Program Total
Facilities	241	241	241		241	241
Facilities Inspected	13	0	1		14	133
Facilities in Compliance	10	0	0		10	99
Facilities Not in Compliance	3	0	1		4	34
* Inspections Conducted	13	0	1		14	804
Inspection Notices Sent	16	0	0		16	1473
** Testable Backflow Assemblies	73	73	73		73	73
** Backflow Assemblies Tested	1	50	11		62	564
Testing Notices Sent	0	34	17		51	571

Current Contract Period: 02/01/2021 - 01/31/2024	
Contract Inspections Required	102
Contract Inspections Completed	13

****Inspections Conducted may be greater than Facilities Inspected due to multiple inspections taking place at the same facility within a given period.***

****Inspections Conducted includes all inspection activity, including inspections that didn't require an actual site visit by a HydroCorp inspector. These inspections do not count towards the total number of Contract Inspections Conducted.***

***** The total number of assemblies and assemblies tested may vary from past reports due to continuous receipt of test results.***



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Inspection Summary:

Facilities Inspected:	1	Compliant:	0	Photo Compliance:	0
Inspections Conducted:	1	Not Compliant:	1	Inspector Municipality	1

Inspection Detail:

Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
CRAPO SCHOOL	8197 MILLER RD	Vacant	8/8/2016	7/13/2017	9/28/2021		



Swartz Creek - Com
Violations
Criteria:7/1/2021 - 9/30/2021



Violation Summary:

Total Violations: 0
Total Facilities with Violations: 0

Violation Details:

Facility Name	Service Address	Order #	Location/Comments
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**Cross Connection Control Program Summary Report
City of Swartz Creek
Facility Type: Residential**

Quarterly Report	Qtr 1 Jan - Mar	Qtr 2 Apr - Jun	Qtr 3 Jul - Sep	Qtr 4 Oct - Dec	YTD 2021	Program Total
Facilities	1974	1975			1975	1975
Facilities Inspected	0	155			155	379
Facilities in Compliance	0	143			143	347
Facilities Not in Compliance	0	12			12	32
* Inspections Conducted	0	159			159	392
Inspection Notices Sent	192	605			797	1488
** Testable Backflow Assemblies	0	0			0	2
** Backflow Assemblies Tested	0	0			0	0
Testing Notices Sent	0	0			0	0

Current Contract Period: 02/01/2021 - 01/31/2024	
Contract Inspections Required	1494
Contract Inspections Completed	391

****Inspections Conducted may be greater than Facilities Inspected due to multiple inspections taking place at the same facility within a given period.***

****Inspections Conducted includes all inspection activity, including inspections that didn't require an actual site visit by a HydroCorp inspector. These inspections do not count towards the total number of Contract Inspections Conducted.***

***** The total number of assemblies and assemblies tested may vary from past reports due to continuous receipt of test results.***



City of Swartz Creek
 Facilities Inspected
 Criteria:4/1/2021 - 6/30/2021



Inspection Summary:

Facilities Inspected:	175	Compliant:	160	Photo Compliance:	0
Inspections Conducted:	179	Not Compliant:	12	Inspector Municipality	0

Inspection Detail:

Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
ALLEN, STACI	8474 CHELMSFORD DR	Compliant	5/13/2021				5/13/2021
AMES, FRED K	8486 CHELMSFORD DR	Compliant	5/11/2021				5/11/2021
BENSINGER, SANDRA	5304 DURWOOD DR	Compliant	5/10/2021				5/10/2021
BERGEN, WILLIAM	5418 DON SHENK DR	Compliant	5/10/2021				5/10/2021
BEVERLY, STEVEN	8444 CAPPY LN	Compliant	6/30/2021				6/30/2021
BLACK, WILLIAM	5182 DON SHENK DR	Compliant	5/10/2021				5/10/2021
BLACKBURN, LINDA	5181 DAVAL DR	Compliant	7/1/2021				7/1/2021
BLAIR, JOHN	5091 WINSTON DR	Compliant	6/30/2021				6/30/2021
BRADFORD II, THOMAS WM	5388 DURWOOD DR	Compliant	5/14/2021				5/14/2021
BRILL, KENNETH	5352 GREENLEAF DR	Compliant	6/30/2021				6/30/2021
BRUCE, CHERYL	8231 INGALLS ST	Compliant	7/1/2021				7/1/2021
BUDD JR, VIRGIL	8089 INGALLS ST	Compliant	6/29/2021				6/29/2021
BURT, EUNICE	5274 DURWOOD DR	Reschedule	5/14/2021				
BUTLER, SEAN	5374 DON SHENK DR	Compliant	5/14/2021				5/14/2021
BUTLER, SUSAN	5198 WORCHESTER DR	Reschedule	7/1/2021				
CALL, THOMAS	5203 OAKVIEW DR	Compliant	5/10/2021				5/10/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:4/1/2021 - 6/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
CAMPBELL, BRIAN D	8506 CHESTERFIELD DR	Compliant	5/14/2021	6/30/2021			6/30/2021
CARROLL, MARVIN	5190 DON SHENK DR	Compliant	6/30/2021				6/30/2021
CASWELL, HEATHER	5149 DAVAL DR	Compliant	5/12/2021	6/30/2021			6/30/2021
CATON, LINDA	8462 CHESTERFIELD DR	Compliant	5/10/2021				5/10/2021
CITY OF SWARTZ CREEK	8067 MILLER RD	Delayed	6/28/2021				
CLAYPOOL, ELLEN	5023 WINSTON DR	Compliant	6/30/2021				6/30/2021
COLE, DENNIS	9148 CHELMSFORD DR	Compliant	5/10/2021				5/10/2021
CONGDON, SHANNON	5197 DAVAL DR	Compliant	5/13/2021				5/13/2021
COUSINEAU, LINDLEY	5256 DURWOOD DR	Compliant	5/12/2021				5/12/2021
CRIPPS, BENJAMIN	5234 DON SHENK DR	Compliant	6/30/2021				6/30/2021
CROSS, SHIRLEY	8488 CHESTERFIELD DR	Non-Compliant	5/11/2021				
CULINSKI, LEANNE	5160 WORCHESTER DR	Compliant	5/12/2021				5/12/2021
DABBS, RANDY A	9032 CHELMSFORD DR	Compliant	5/11/2021				5/11/2021
DAVIS, MARK R	5290 DURWOOD DR	Compliant	5/10/2021				5/10/2021
DOVER, JUDY	5222 DON SHENK DR	Compliant	5/10/2021				5/10/2021
DRURY, GEORGE	5180 OAKVIEW DR	Compliant	6/28/2021				6/28/2021
DUCKWORTH, DAWN	8522 CHELMSFORD DR	Compliant	5/13/2021				5/13/2021
DUFORT, DOUG	5228 DON SHENK DR	Compliant	5/13/2021				5/13/2021
DUSO, JAMES	8524 CHESTERFIELD DR	Compliant	5/11/2021				5/11/2021
EGLOFF, JOHN	5152 DURWOOD DR	Compliant	5/14/2021				5/14/2021
EVANS, CHARLES	5292 WORCHESTER DR	Compliant	5/12/2021				5/12/2021
FARMER, JENTERY	7346 MILLER RD	Reschedule	5/13/2021				



City of Swartz Creek
 Facilities Inspected
 Criteria:4/1/2021 - 6/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
FERRIS, DEAN	5166 DURWOOD DR	Compliant	7/1/2021				7/1/2021
FISCHER, JESSICA	5354 DON SHENK DR	Compliant	5/11/2021				5/11/2021
FLETCHER, DAVID M	5348 DON SHENK DR	Reschedule	6/28/2021				
FLICK, THEODORE	9088 CHELMSFORD DR	Compliant	5/12/2021				5/12/2021
FOOTE, DEBBIE	5362 DON SHENK DR	Compliant	5/14/2021				5/14/2021
FOUNTAIN, SAMANTHA	5022 WINSTON DR	Compliant	5/12/2021				5/12/2021
FREEMAN, CHAD	5117 WINSTON DR	Compliant	6/30/2021				6/30/2021
GALLOWAY, SHEREE	5334 DON SHENK DR	Compliant	5/14/2021	6/29/2021			6/29/2021
GENOVESI, MONICA	5240 DURWOOD DR	Compliant	5/11/2021				5/11/2021
GILLIAM, JOYCE	8508 CHELMSFORD DR	Compliant	6/30/2021				6/30/2021
GLEASON, EMILY	8115 INGALLS ST	Compliant	6/29/2021				6/29/2021
GLIDDEN, DIANE	5037 WINSTON DR	Compliant	6/29/2021				6/29/2021
GORDON, ERIC	5188 DURWOOD DR	Compliant	6/28/2021				6/28/2021
GRIFFIN, SCOTT	5042 WINSTON DR	Compliant	6/29/2021				6/29/2021
GRIMES, DARWIN	5160 OAKVIEW DR	Compliant	6/28/2021				6/28/2021
GRIMES, ELBERT	5171 OAKVIEW DR	Compliant	5/11/2021				5/11/2021
GUEST, TIMOTHY A.	5166 OAKVIEW DR	Compliant	5/14/2021				5/14/2021
HAGSTROM, DAVE	5235 DAVAL DR	Compliant	5/13/2021				5/13/2021
HALL, CHARLES	5324 WORCHESTER DR	Compliant	6/28/2021				6/28/2021
HANSON, MICHAEL J	9064 CHELMSFORD DR	Compliant	5/13/2021				5/13/2021
HARDIMON, SHAUN	5159 OAKVIEW DR	Compliant	5/10/2021				5/10/2021
HARTLEY, NICOLE	5282 DURWOOD DR	Compliant	5/12/2021				5/12/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:4/1/2021 - 6/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
HATFIELD, TIMOTHY	5174 DURWOOD DR	Reschedule	5/13/2021				
HAUCH, KATHRYN	5202 DON SHENK DR	Compliant	5/12/2021				5/12/2021
HAWLEY, RONALD	8518 CHESTERFIELD DR	Compliant	5/13/2021				5/13/2021
HENRY, NATHAN	5411 DON SHENK DR	Compliant	6/30/2021				6/30/2021
HERALD, LORI	5142 WORCHESTER DR	Compliant	6/30/2021				6/30/2021
HERD, BRADLEY	5380 DURWOOD DR	Compliant	6/29/2021				6/29/2021
HICKS, GEORGE	8373 MILLER RD	Compliant	5/10/2021				5/10/2021
HICKS, RYAN	8480 CHELMSFORD DR	Compliant	6/28/2021				6/28/2021
HIGGERSON, BRANDON	5414 WINSHALL DR	Compliant	6/30/2021				6/30/2021
HODGE, MELISSA	5398 DON SHENK DR	Compliant	5/14/2021				5/14/2021
HODGESON, AARON & CHELSEA	5348 WORCHESTER DR	Compliant	6/29/2021				6/29/2021
HOWARD, DONALD	5188 OAKVIEW DR	Compliant	5/12/2021				5/12/2021
HOWARD, RENAE	5111 WORCHESTER DR	Compliant	6/28/2021				6/28/2021
HOWEY, DANIEL	9117 CHELMSFORD DR	Compliant	5/14/2021				5/14/2021
HUBBARD, MISTY	5380 DON SHENK DR	Compliant	5/12/2021				5/12/2021
HULL, KEVIN	5368 DON SHENK DR	Compliant	5/11/2021				5/11/2021
HUTCHESON, RICHARD A	5340 WORCHESTER DR	Compliant	5/10/2021				5/10/2021
IDONI, ANGELO	5278 DON SHENK DR	Compliant	5/13/2021				5/13/2021
IRWIN, SHAWN	8045 INGALLS ST	Compliant	7/1/2021				7/1/2021
JACOBS, JOHNNY	9087 CHELMSFORD DR	Compliant	5/14/2021				5/14/2021
JACOBS, STEVEN P	8211 INGALLS ST	Compliant	6/30/2021				6/30/2021
JOY, JAMES C	9118 CHELMSFORD DR	Compliant	5/14/2021				5/14/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:4/1/2021 - 6/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
JURATICH, STEVEN	5173 DAVAL DR	Compliant	5/10/2021				5/10/2021
KARSTENS, GERALD	5360 DURWOOD DR	Compliant	5/12/2021				5/12/2021
KEENE, DEWEY	9072 CHELMSFORD DR	Compliant	5/11/2021				5/11/2021
KETCHUM, DARLENE	9140 CHELMSFORD DR	Compliant	6/28/2021				6/28/2021
KRUEGER, DAVID	7399 MILLER RD	Compliant	5/12/2021				5/12/2021
KRUPP, HANNAH	5404 DURWOOD DR	Compliant	5/11/2021				5/11/2021
LA FAVE, JAMES & MARCIA	5196 DON SHENK DR	Compliant	7/1/2021				7/1/2021
LAFAVE, DAN	5191 DON SHENK DR	Compliant	7/1/2021				7/1/2021
LANE, TRACY	5352 DURWOOD DR	Compliant	5/13/2021				5/13/2021
LAPORTE, JOSEPH	9112 CHELMSFORD DR	Compliant	5/10/2021				5/10/2021
LAVALLEY, MARTIN	8402 CAPPY LN	Compliant	6/30/2021				6/30/2021
LEFF, ROBERT	5332 DURWOOD DR	Compliant	6/29/2021				6/29/2021
LEONARD, DAVID	5154 DON SHENK DR	Compliant	6/29/2021				6/29/2021
LEWIS, GEOFFREY	8454 CAPPY LN	Compliant	6/29/2021				6/29/2021
LEWIS, LISA	5168 WORCHESTER DR	Compliant	5/11/2021				5/11/2021
LEYANNA, GARY	5386 DON SHENK DR	Compliant	5/10/2021				5/10/2021
LINDSEY, ORALIA	8073 INGALLS ST	Compliant	7/1/2021				7/1/2021
LINK, ROLAND	5131 OAKVIEW DR	Compliant	5/11/2021				5/11/2021
LOCASCIO, DEBBIE	5210 OAKVIEW DR	Compliant	5/12/2021				5/12/2021
LONG, STEVEN	5356 WORCHESTER DR	Compliant	5/10/2021				5/10/2021
LOOMIS, BRIAN	8494 CHESTERFIELD DR	Compliant	6/29/2021				6/29/2021
MALENICH, GEORGE	8494 CHELMSFORD DR	Compliant	5/10/2021				5/10/2021

City of Swartz Creek
Facilities Inspected
Criteria:4/1/2021 - 6/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
MALONEY, MARSHA	5228 WORCHESTER DR	Compliant	7/1/2021				7/1/2021
MARTINEZ, ANGELO	9132 CHELMSFORD DR	Compliant	5/12/2021				5/12/2021
MAXWELL, DEREK J	5208 DON SHENK DR	Compliant	5/14/2021				5/14/2021
MC GILL, BRANDON	5304 DON SHENK DR	Compliant	6/29/2021				6/29/2021
MC GOWAN, GARY L	5029 WINSTON DR	Reschedule	7/1/2021				
MC MAHAN, JUDY	9104 CHELMSFORD DR	Compliant	5/13/2021				5/13/2021
MCAULEY, MICHAEL	5043 WINSTON DR	Compliant	7/1/2021				7/1/2021
MCINTYRE, JAMES A	5166 DON SHENK DR	Compliant	5/14/2021				5/14/2021
MESACK, SUSAN	5295 DAVAL DR	Compliant	5/11/2021				5/11/2021
METCALFE, WILLIAM	9124 CHELMSFORD DR	Reschedule	7/1/2021				
MICHAILIAN, ALBERT & AYLEN	5312 DURWOOD DR	Compliant	5/11/2021				5/11/2021
MIRACLE, LESLIE	5079 WINSTON DR	Compliant	6/30/2021				6/30/2021
MOLNAR, JON	5296 DURWOOD DR	Reschedule	5/13/2021				
MOON, NICOLE	5264 DURWOOD DR	Compliant	6/28/2021				6/28/2021
MORRISON, PAUL W	5192 WORCHESTER DR	Compliant	6/29/2021				6/29/2021
MULVIHILL, RYAN	5232 DURWOOD DR	Compliant	5/12/2021				5/12/2021
MYERS, ANGELA	5308 WORCHESTER DR	Compliant	6/28/2021				6/28/2021
NICHOLS, MICHELLE	5272 WORCHESTER DR	Compliant	5/12/2021				5/12/2021
NICKS, TRUDY	5368 DURWOOD DR	Compliant	6/28/2021				6/28/2021
NOVAK, DENNIS	5282 GREENLEAF DR	Compliant	7/1/2021				7/1/2021
OSTWALD, JOHN	9050 CHELMSFORD DR	Compliant	5/14/2021				5/14/2021
PENA, HECTOR	5059 WINSTON DR	Reschedule	6/29/2021				



City of Swartz Creek
 Facilities Inspected
 Criteria:4/1/2021 - 6/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
PETERS, ASHLEY	5189 DAVAL DR	Compliant	6/30/2021				6/30/2021
PETERSON, WILLIAM J	5248 DURWOOD DR	Compliant	5/13/2021				5/13/2021
PHILLIPS, MICHAEL	5177 OAKVIEW DR	Compliant	6/28/2021				6/28/2021
PRICE, DAVID	9143 CHELMSFORD DR	Compliant	5/14/2021				5/14/2021
PRINCE, KELLY	5316 WORCHESTER DR	Compliant	6/29/2021				6/29/2021
RAY, LISA	5180 DURWOOD DR	Compliant	5/13/2021				5/13/2021
RINESS, MIRANDA	5194 OAKVIEW DR	Compliant	5/12/2021				5/12/2021
ROBINSON, MICHAEL	5154 WORCHESTER DR	Compliant	7/1/2021				7/1/2021
ROSE, NORA	5342 DON SHENK DR	Compliant	6/30/2021				6/30/2021
SANDS, BRENT L	9109 CHELMSFORD DR	Compliant	5/14/2021				5/14/2021
SCARBERRY, TIMOTHY	8480 CHESTERFIELD DR	Compliant	5/10/2021				5/10/2021
SCOTT, BRIAN	5078 WINSTON DR	Reschedule	6/30/2021				
SEIBEL, JOHN	5216 WORCHESTER DR	Compliant	7/1/2021				7/1/2021
SEXTON, CHAD	8051 INGALLS ST	Compliant	6/29/2021				6/29/2021
SHELTON, LARRY	9093 CHELMSFORD DR	Compliant	5/10/2021				5/10/2021
SHORTT, JAMES	5214 DON SHENK DR	Compliant	5/11/2021	6/29/2021			6/29/2021
SLATER, MARK	8366 CAPPY LN	Compliant	6/30/2021				6/30/2021
SPROWL, GERALYN	9127 CHELMSFORD DR	Compliant	7/1/2021				7/1/2021
STADEL, JOHN	5288 DURWOOD DR	Compliant	5/12/2021				5/12/2021
STEFEK, TIMOTHY	5278 WORCHESTER DR	Compliant	6/29/2021				6/29/2021
STEWART, DAVID	8460 CAPPY LN	Compliant	7/1/2021				7/1/2021
STORMS, JEFF	5165 OAKVIEW DR	Compliant	5/11/2021				5/11/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:4/1/2021 - 6/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
SYKES, COLLEEN	9056 CHELMSFORD DR	Compliant	5/11/2021				5/11/2021
TANNER, BRANDON	5208 DURWOOD DR	Compliant	5/14/2021				5/14/2021
TAYLOR, JEFFREY	8512 CHESTERFIELD DR	Reschedule	5/14/2021				
TOMCZAK, DEVIN	5392 DON SHENK DR	Compliant	5/11/2021				5/11/2021
TREADWELL, ZACHARY	5119 WORCHESTER DR	Compliant	5/14/2021				5/14/2021
TRELOAR, SANDRA	5176 WORCHESTER DR	Compliant	5/12/2021				5/12/2021
VANWORMER, MELODY	5248 DON SHENK DR	Compliant	7/1/2021				7/1/2021
WARREN, DORENE	9101 CHELMSFORD DR	Compliant	6/28/2021				6/28/2021
WATSON, KATHLEEN	5138 OAKVIEW DR	Compliant	6/29/2021				6/29/2021
WEDDEL, LEEALAN	5338 DURWOOD DR	Compliant	5/13/2021				5/13/2021
WEISGERBER, CHELSEA	5274 WINSHALL DR	Compliant	7/1/2021				7/1/2021
WELNINSKI, KEVIN	5372 WORCHESTER DR	Compliant	6/28/2021				6/28/2021
WHITE, SAMANTHA	5272 DON SHENK DR	Compliant	5/14/2021				5/14/2021
WILKINSON, GERALD L	8502 CHELMSFORD DR	Compliant	5/14/2021				5/14/2021
WILLHELM, DEBRA	9151 CHELMSFORD DR	Compliant	6/28/2021				6/28/2021
WILLIAMS, ANDREW	5133 WORCHESTER DR	Compliant	5/10/2021				5/10/2021
WILLIAMS, KATHRYN	5310 DON SHENK DR	Compliant	6/28/2021				6/28/2021
WILLIAMS, PATRICIA M	5264 DON SHENK DR	Compliant	5/10/2021				5/10/2021
WOGGERMON, CHARLES	5216 DURWOOD DR	Reschedule	5/11/2021				
WOOD, THERESA	5224 DURWOOD DR	Compliant	6/28/2021				6/28/2021
WOODBURY, BRIGITTE	8378 CAPPY LN	Compliant	6/29/2021				6/29/2021
WRIGHT, LAWRENCE	9080 CHELMSFORD DR	Compliant	5/11/2021				5/11/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:4/1/2021 - 6/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
WRIGHT, SCOTT	8360 CAPPY LN	Compliant	7/1/2021				7/1/2021
WYATT, DONALD	5326 DURWOOD DR	Compliant	5/12/2021				5/12/2021
YAX, ROY	5195 OAKVIEW DR	Compliant	6/28/2021				6/28/2021
YOST, ANGELA HUBBARD	9044 CHELMSFORD DR	Reschedule	6/28/2021				
YOUNT, DERRICK	5328 DON SHENK DR	Compliant	6/28/2021				6/28/2021

Swartz Creek - Res
Violations
Criteria:4/1/2021 - 6/30/2021



Violation Summary:

Total Violations: 10
Total Facilities with Violations: 10

Violation Details:

Facility Name	Service Address	Order #	Location/Comments
BRADFORD II, THOMAS WM	5388 DURWOOD DR	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
CROSS, SHIRLEY	8488 CHESTERFIELD DR	2	Install Reduced Pressure Backflow Prevention Assembly (ASSE #1013) in supply to water back-up sump pump
GILLIAM, JOYCE	8508 CHELMSFORD DR	4	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
HIGGERSON, BRANDON	5414 WINSHALL DR	4	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
HUBBARD, MISTY	5380 DON SHENK DR	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
KRUPP, HANNAH	5404 DURWOOD DR	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
MC GILL, BRANDON	5304 DON SHENK DR	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
MYERS, ANGELA	5308 WORCHESTER DR	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
SEXTON, CHAD	8051 INGALLS ST	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
TOMCZAK, DEVIN	5392 DON SHENK DR	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer

**Cross Connection Control Program Summary Report
City of Swartz Creek
Facility Type: Residential**

Quarterly Report	Qtr 1 Jan - Mar	Qtr 2 Apr - Jun	Qtr 3 Jul - Sep	Qtr 4 Oct - Dec	YTD 2021	Program Total
Facilities	1974	1975	1975		1975	1975
Facilities Inspected	0	155	228		383	379
Facilities in Compliance	0	143	203		346	347
Facilities Not in Compliance	0	12	25		37	32
* Inspections Conducted	0	159	232		391	392
Inspection Notices Sent	192	605	425		1222	1488
** Testable Backflow Assemblies	0	0	2		2	2
** Backflow Assemblies Tested	0	0	0		0	0
Testing Notices Sent	0	0	0		0	0

Current Contract Period: 02/01/2021 - 01/31/2024	
Contract Inspections Required	1494
Contract Inspections Completed	391

****Inspections Conducted may be greater than Facilities Inspected due to multiple inspections taking place at the same facility within a given period.***

****Inspections Conducted includes all inspection activity, including inspections that didn't require an actual site visit by a HydroCorp inspector. These inspections do not count towards the total number of Contract Inspections Conducted.***

***** The total number of assemblies and assemblies tested may vary from past reports due to continuous receipt of test results.***



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Inspection Summary:

Facilities Inspected:	228	Compliant:	203	Photo Compliance:	0
Inspections Conducted:	232	Not Compliant:	25	Inspector Municipality	0

Inspection Detail:

Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
ALEXANDER, BERNETTA	5038 FORD ST	Compliant	9/13/2021				9/13/2021
ALEXANDER, DAVID	5346 GREENLEAF DR	Compliant	7/20/2021				7/20/2021
ALEXANDER, SHANNON	5123 WINSTON DR	Compliant	7/22/2021				7/22/2021
BAILEY, ANDREW	8051 MAPLE ST	Compliant	9/17/2021				9/17/2021
BANDY, THOMAS	5083 MC LAIN ST	Compliant	7/23/2021				7/23/2021
BANGHART, JACOB	5326 GREENLEAF DR	Compliant	7/2/2021				7/2/2021
BARRETT, JASON	5408 WINSHALL DR	Compliant	7/19/2021				7/19/2021
BEAVER, AMY	8056 MAPLE ST	Compliant	9/14/2021				9/14/2021
BENARD, MELISSA	5361 DURWOOD DR	Compliant	9/16/2021				9/16/2021
BERNARD, JONI	5206 GREENLEAF DR	Compliant	9/13/2021				9/13/2021
BERNRITTER, W JOHN	5304 GREENLEAF DR	Compliant	7/19/2021				7/19/2021
BERRY, JOHN	8035 CRAPO ST	Compliant	9/14/2021				9/14/2021
BLACKBURN, LINDA	5181 DAVAL DR	Compliant	7/1/2021				7/1/2021
BOONE, ROBERT	5160 WINSHALL DR	Compliant	7/21/2021				7/21/2021
BOWDISH, MIKE	8448 CAPPY LN	Compliant	7/23/2021				7/23/2021
BRANDON, CARL	5283 DURWOOD DR	Compliant	9/13/2021				9/13/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
BROOKS, BRIAN	5205 DAVAL DR	Compliant	7/2/2021				7/2/2021
BROOKS, ROBERT	8024 MAPLE ST	Compliant	9/15/2021				9/15/2021
BROWN, JACQUELINE A	8093 CRAPO ST	Compliant	9/17/2021				9/17/2021
BRUCE, CHERYL	8231 INGALLS ST	Compliant	7/1/2021				7/1/2021
BRYANT, DELMAR	5027 FAIRCHILD ST	Compliant	9/17/2021				9/17/2021
BRYANT, SUSAN	5347 DURWOOD DR	Compliant	9/13/2021				9/13/2021
BURNS, JULAINE	5020 BRADY ST	Compliant	9/15/2021				9/15/2021
BUTLER, SUSAN	5198 WORCHESTER DR	Reschedule	7/1/2021				
CAPPS, JASON	5116 WINSHALL DR	Compliant	7/22/2021				7/22/2021
CARR, RONALD	5029 THIRD ST	Compliant	7/22/2021				7/22/2021
CARROLL, CHRISTINE	5382 GREENLEAF DR	Reschedule	7/20/2021				
CARSON, REX	5218 GREENLEAF DR	Compliant	7/19/2021				7/19/2021
CATON, JERRY L	9176 NORBURY DR	Compliant	9/16/2021				9/16/2021
CHAPKO, MATTHEW	8090 INGALLS ST	Compliant	9/16/2021				9/16/2021
CLARK, MICHELE	5332 GREENLEAF DR	Compliant	9/15/2021				9/15/2021
COLE, JENNIFER & SYLVESTER	5130 MC LAIN ST	Compliant	7/21/2021	9/17/2021			9/17/2021
COMPTON, BRIAN S	5089 MC LAIN ST	Compliant	7/23/2021				7/23/2021
CONGDON, WILLIAM	8051 CRAPO ST	Compliant	9/13/2021				9/13/2021
COURTNEY, MICHAEL	5366 WINSHALL DR	Reschedule	9/13/2021				
COY, TERRY	5019 HAYES ST	Reschedule	9/15/2021				
CRANE, MICHAEL J	5093 FAIRCHILD ST	Reschedule	9/14/2021				
CRAWFORD, SCOTT	5204 WORCHESTER DR	Compliant	7/2/2021				7/2/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
CROSS, SHIRLEY	8488 CHESTERFIELD DR	Non-Compliant	5/11/2021	7/22/2021			
CUPPERNOLL, BETHANY	5018 HAYES ST	Compliant	9/16/2021				9/16/2021
DAKE, LARRY	5026 FIRST ST	Compliant	7/20/2021				7/20/2021
DAVIS, JOHN	5140 MC LAIN ST	Compliant	7/19/2021				7/19/2021
DAVIS, LUELLA	5014 HAYES ST	Compliant	9/16/2021				9/16/2021
DELAY, JESSICA	5069 SCHOOL ST	Compliant	7/21/2021				7/21/2021
DIKOS, THOMAS	5221 DURWOOD DR	Compliant	9/13/2021				9/13/2021
DIXON, MEGHAN	5154 WINSHALL DR	Compliant	7/22/2021				7/22/2021
DOBEK, KATHRYN	5256 DON SHENK DR	Compliant	7/2/2021				7/2/2021
DOTY, THOMAS	8032 INGALLS ST	Reschedule	9/14/2021				
DRURY, COREY	8342 CAPPY LN	Compliant	7/2/2021				7/2/2021
EDINGTON, AUSTIN	8096 CRAPO ST	Compliant	9/15/2021				9/15/2021
ELIZANDO, CRYSTAL	9168 NORBURY DR	Compliant	9/16/2021				9/16/2021
ELSTON, FREDERICK	5226 GREENLEAF DR	Compliant	7/21/2021				7/21/2021
FERRIS, DEAN	5166 DURWOOD DR	Compliant	7/1/2021				7/1/2021
FINKBEINER, BRIAN	5316 DON SHENK DR	Compliant	7/21/2021				7/21/2021
FLETCHER, DAVID M	5348 DON SHENK DR	Compliant	6/28/2021	9/13/2021			9/13/2021
FLICK, LAWRENCE	5211 OAKVIEW DR	Compliant	7/20/2021				7/20/2021
FORD, DOUG	8059 INGALLS ST	Compliant	7/22/2021				7/22/2021
FOREMAN, SHERIN	8037 INGALLS ST	Compliant	7/2/2021				7/2/2021
FOSTER, KATRINA	5374 GREENLEAF DR	Compliant	7/20/2021				7/20/2021
FOX, COHLE	5031 BRADY ST	Compliant	9/16/2021				9/16/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
FRANTA, JANE	5094 FAIRCHILD ST	Compliant	9/14/2021				9/14/2021
FROST, JUDY	5099 FAIRCHILD ST	Compliant	9/14/2021				9/14/2021
GAINES, LORI S	5065 WINSTON DR	Compliant	7/19/2021				7/19/2021
GARABEDIAN, KATHLEEN	5101 MC LAIN ST	Compliant	7/22/2021				7/22/2021
GARDNER, BARBARA	8241 INGALLS ST	Compliant	7/21/2021				7/21/2021
GENOVESI, DELANO	5420 WINSHALL DR	Non-Compliant	7/23/2021				
GENTLE, DALE	5372 WINSHALL DR	Compliant	7/19/2021				7/19/2021
GIBBONS, JERRY J	5205 DURWOOD DR	Compliant	9/14/2021				9/14/2021
GIBBS, ALLISON	5132 WINSHALL DR	Reschedule	9/13/2021				
GIDDEY, NICOLE	5296 GREENLEAF DR	Compliant	7/23/2021				7/23/2021
GILSON, JILLYN	5166 WINSHALL DR	Compliant	7/23/2021				7/23/2021
GONYEA, MARK	5378 WINSHALL DR	Compliant	7/19/2021				7/19/2021
GONZALEZ ARVIZU, SONIA	5113 MC LAIN ST	Compliant	7/21/2021				7/21/2021
GREINER, BRANDON	5072 WINSTON DR	Compliant	7/23/2021				7/23/2021
GUINDON, RICHARD L	4046 ELMS RD	Compliant	7/19/2021				7/19/2021
HAHN, LISA	5044 SECOND ST	Reschedule	7/22/2021				
HAMILTON, ORVILLE	5086 SCHOOL ST	Compliant	9/15/2021				9/15/2021
HEATH, ROSEMARY	5171 DURWOOD DR	Compliant	9/13/2021				9/13/2021
HENDRICK, JULIA	5052 FAIRCHILD ST	Compliant	9/15/2021				9/15/2021
HENRY, CHRISTINE	5036 FIRST ST	Compliant	7/21/2021				7/21/2021
HERMAN, AMANDA	5158 GREENLEAF DR	Compliant	7/23/2021				7/23/2021
HERMAN, CHRISTOPHER	5115 DURWOOD DR	Compliant	9/14/2021				9/14/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
HICKEY, CAROL	5338 GREENLEAF DR	Compliant	7/19/2021				7/19/2021
HILTZ, BRITTANY	8426 CAPPY LN	Compliant	7/2/2021				7/2/2021
HISLOP, JAMES	5397 DURWOOD DR	Compliant	9/13/2021				9/13/2021
HITCHCOCK, WILLIAM	5396 WINSHALL DR	Compliant	7/23/2021				7/23/2021
HOOVER, SCOTT	5124 WINSHALL DR	Compliant	9/15/2021				9/15/2021
HOWEY, ARDIS	5188 WINSHALL DR	Compliant	7/21/2021				7/21/2021
HUFFMAN, BARBARA	5256 WINSHALL DR	Compliant	7/21/2021				7/21/2021
HULICK, AUDREE	5043 THIRD ST	Compliant	7/23/2021				7/23/2021
HULL, JENIFER	5027 FIRST ST	Compliant	9/17/2021				9/17/2021
IKERD, ALLEN	5322 DON SHENK DR	Compliant	7/2/2021				7/2/2021
IRWIN, SHAWN	8045 INGALLS ST	Compliant	7/1/2021				7/1/2021
JANSEN, JEFF	5073 WINSTON DR	Compliant	7/19/2021				7/19/2021
JENKINS, MARY	5374 DURWOOD DR	Compliant	7/2/2021				7/2/2021
JERISK, RENE'E	7485 WADE ST	Compliant	9/15/2021				9/15/2021
JONES, DARYL	5032 THIRD ST	Compliant	7/22/2021				7/22/2021
JOZWIAK, BERNADETTE	5032 BRADY ST	Compliant	9/16/2021				9/16/2021
KACZMAREK, KARA	5259 DURWOOD DR	Compliant	9/15/2021				9/15/2021
KAGEN, DANNY	5087 FAIRCHILD ST	Compliant	9/13/2021				9/13/2021
KEENE, JASON	5026 HOLLAND DR	Compliant	9/13/2021				9/13/2021
KERSPILO, PATRICK JR	8087 MAPLE ST	Compliant	9/14/2021				9/14/2021
KERTESZ, STEVEN E	5014 MC LAIN ST	Compliant	9/17/2021				9/17/2021
KING, ELAINE M	5251 DURWOOD DR	Compliant	9/13/2021				9/13/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
KING, JACK	7479 WADE ST	Compliant	9/17/2021				9/17/2021
KING, SCOTT	8100 INGALLS ST	Compliant	9/15/2021				9/15/2021
KOLB, AARON	8078 MAPLE ST	Compliant	9/16/2021				9/16/2021
LA FAVE, JAMES & MARCIA	5196 DON SHENK DR	Compliant	7/1/2021				7/1/2021
LAFAVE, DAN	5191 DON SHENK DR	Compliant	7/1/2021				7/1/2021
LAWRENCE III, ROBERT E	5368 GREENLEAF DR	Compliant	7/21/2021				7/21/2021
LEBARON, LORALYNN	8063 CRAPO ST	Compliant	9/13/2021				9/13/2021
LECHNYR, JAMES	7451 WADE ST	Compliant	9/14/2021				9/14/2021
LETAVIS, JUDITH M	5212 GREENLEAF DR	Compliant	7/20/2021				7/20/2021
LEWIS, DOUG	5172 GREENLEAF DR	Compliant	7/2/2021				7/2/2021
L'HOMMEDIEU, TREVOR	5141 DURWOOD DR	Compliant	9/17/2021				9/17/2021
LINDSEY, ORALIA	8073 INGALLS ST	Compliant	7/1/2021				7/1/2021
LOWELL, S J	5110 SCHOOL ST	Compliant	7/22/2021				7/22/2021
LUCAS, JOHN J	5330 WINSHALL DR	Compliant	7/20/2021				7/20/2021
LYON, JASON P.	5104 SCHOOL ST	Reschedule	7/22/2021				
MACAULEY, DAVID	7435 WADE ST	Compliant	9/14/2021				9/14/2021
MACERI, JOSEPH M.	5232 GREENLEAF DR	Compliant	7/20/2021				7/20/2021
MAGELI, BONNIE	5036 SECOND ST	Compliant	7/23/2021				7/23/2021
MALINOWSKI, NANCY	5020 SECOND ST	Compliant	7/21/2021				7/21/2021
MALONEY, MARSHA	5228 WORCHESTER DR	Compliant	7/1/2021				7/1/2021
MARSHKE, DANIELLE	5064 BRADY ST	Compliant	7/23/2021				7/23/2021
MARTIN, ROB	5165 DAVAL DR	Reschedule	9/16/2021				



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
MASON, MONICA	5091 SCHOOL ST	Compliant	7/22/2021				7/22/2021
MAY, MIKE	7474 WADE ST	Compliant	9/17/2021				9/17/2021
MC GOWAN, GARY L	5029 WINSTON DR	Compliant	7/1/2021	9/17/2021			9/17/2021
MC NAMARA, VICKI	5066 BRADY ST	Compliant	7/23/2021				7/23/2021
MCAULEY, MICHAEL	5043 WINSTON DR	Compliant	7/1/2021				7/1/2021
MCGUIRE, NOREEN	5337 DURWOOD DR	Compliant	9/17/2021				9/17/2021
MCKENZIE, KELLY	5105 FAIRCHILD ST	Reschedule	9/15/2021				
MCREE, JOEL	5063 BRADY ST	Compliant	7/23/2021				7/23/2021
MEISSNER, DANIEL	5032 HOLLAND DR	Compliant	7/23/2021				7/23/2021
METCALFE, WILLIAM	9124 CHELMSFORD DR	Reschedule	7/1/2021				
METCALFE, WILLIAM	5222 WORCHESTER DR	Compliant	7/21/2021				7/21/2021
MEYERS, CAL	5254 GREENLEAF DR	Compliant	7/19/2021				7/19/2021
MOKOFSKY, STEVEN	5085 WINSTON DR	Compliant	9/17/2021				9/17/2021
MOODY, PATRICIA	5300 WORCHESTER DR	Compliant	7/2/2021				7/2/2021
MUNGER, WILLIAM	5404 GREENLEAF DR	Compliant	7/20/2021				7/20/2021
MYERS, SHANNON	5280 WINSHALL DR	Compliant	7/21/2021				7/21/2021
NEEB, SARAH	8098 MAPLE ST	Compliant	9/14/2021				9/14/2021
NELSON, KELLY	5200 GREENLEAF DR	Compliant	7/20/2021				7/20/2021
NEWELL, MARILYNN	5026 FORD ST	Compliant	9/15/2021				9/15/2021
NOVAK, DENNIS	5282 GREENLEAF DR	Compliant	7/1/2021				7/1/2021
OAKMAN, DONA	5390 WINSHALL DR	Non-Compliant	7/23/2021				
ORR, ROBERT	5042 MC LAIN ST	Compliant	9/14/2021				9/14/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
OSIKA, SETH	5086 FAIRCHILD ST	Compliant	9/16/2021				9/16/2021
OTT, JACOB	5079 SCHOOL ST	Compliant	7/19/2021				7/19/2021
PALOVICH, ANDREW	5227 DURWOOD DR	Compliant	9/16/2021				9/16/2021
PARKER, STEVEN	5371 DURWOOD DR	Compliant	9/16/2021				9/16/2021
PARRISH, GERALD	5189 OAKVIEW DR	Compliant	7/23/2021				7/23/2021
PASHEEK, RYAN L	8095 MAPLE ST	Reschedule	9/17/2021				
PATTERSON, BRIAN	5080 MC LAIN ST	Compliant	7/21/2021				7/21/2021
PECK, MATTHEW	5268 WINSHALL DR	Compliant	7/19/2021				7/19/2021
PENA, HECTOR	5059 WINSTON DR	Compliant	6/29/2021	9/13/2021			9/13/2021
PERRY, MICHAEL	5098 MC LAIN ST	Compliant	7/20/2021				7/20/2021
PHELPS, KENNETH	5018 HOLLAND DR	Compliant	7/19/2021				7/19/2021
PHILLIPS, JAMES C	5194 WINSHALL DR	Compliant	7/22/2021				7/22/2021
PINKSTON, DENNIS	9341 CHESTERFIELD DR	Compliant			9/16/2021		9/16/2021
POBOCIK, DOLORES	5076 MC LAIN ST	Compliant	7/21/2021				7/21/2021
PORTER, MIKE	7469 WADE ST	Compliant	9/16/2021				9/16/2021
POWELL, GIANOULA	5032 HAYES ST	Compliant	9/15/2021				9/15/2021
PRINCE II, JOE E	5148 WINSHALL DR	Compliant	7/20/2021				7/20/2021
REISER, DAVID	5354 WINSHALL DR	Compliant	7/19/2021				7/19/2021
REYNOLDS, ALLAN	7445 WADE ST	Compliant	9/14/2021				9/14/2021
RILEY, DONNA J	8372 CAPPY LN	Compliant	7/2/2021				7/2/2021
ROBINS, JANE	5057 FAIRCHILD ST	Compliant	7/20/2021				7/20/2021
ROBINSON, MICHAEL	5154 WORCHESTER DR	Compliant	7/1/2021				7/1/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
ROBINSON, RANDALL II	5388 GREENLEAF DR	Compliant	7/20/2021				7/20/2021
RONEY II, CARL	8083 INGALLS ST	Compliant	7/2/2021				7/2/2021
ROSS, CHARLES	5290 GREENLEAF DR	Compliant	7/20/2021				7/20/2021
ROYALTY LAND HOLDINGS LLC	5027 SECOND ST	Non-Compliant	7/20/2021				
SANBORN, ANTOINETTE	5147 DURWOOD DR	Compliant	9/15/2021				9/15/2021
SCHERBOVICH, SANDRA E	5262 WINSHALL DR	Non-Compliant	7/19/2021				
SEBOK, LINDA	8179 MILLER RD	Compliant	9/16/2021				9/16/2021
SEDLARIK, BETTY	5316 WINSHALL DR	Compliant	7/20/2021				7/20/2021
SEIBEL, JOHN	5216 WORCHESTER DR	Compliant	7/1/2021				7/1/2021
SEMARK, ELEANOR	5098 SCHOOL ST	Compliant	7/23/2021				7/23/2021
SHARLOW, CHERYL & MITCH	8077 MAPLE ST	Compliant	9/17/2021				9/17/2021
SHUMATE, ESTELLA	5056 BRADY ST	Compliant	7/21/2021				7/21/2021
SILVERS, ALLAN	8126 INGALLS ST	Compliant	9/14/2021				9/14/2021
SILVERS, DARRIN	5324 WINSHALL DR	Compliant	9/17/2021				9/17/2021
SLIVKA, HEATHER	5332 WORCHESTER DR	Compliant	7/2/2021				7/2/2021
SMALLWOOD, ROY	5177 DURWOOD DR	Compliant	9/14/2021				9/14/2021
SMITH, HYE RIM	8132 INGALLS ST	Compliant	9/17/2021				9/17/2021
SMITH, KAYLEEN	5112 WINSTON DR	Compliant	9/13/2021				9/13/2021
SMITH, REBECCA	9096 CHELMSFORD DR	Compliant	7/2/2021				7/2/2021
SOCIA, MARK	5108 WINSHALL DR	Compliant	7/19/2021				7/19/2021
SORENSEN, PHILIP	5288 WINSHALL DR	Compliant	7/21/2021				7/21/2021
SPICER, PATRICIA	5159 DURWOOD DR	Reschedule	8/13/2021				



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
SPROWL, GERALYN	9127 CHELMSFORD DR	Compliant	7/1/2021				7/1/2021
STARK, BETH	5037 FIRST ST	Compliant	7/20/2021	9/13/2021			9/13/2021
STEINER, ASHLEE	5026 HAYES ST	Compliant	9/17/2021				9/17/2021
STERLING, JAMES	5122 SCHOOL ST	Compliant	9/14/2021				9/14/2021
STEWART, DAVID	8460 CAPPY LN	Compliant	7/1/2021				7/1/2021
STROUB, NICOLE	5212 WINSHALL DR	Compliant	7/22/2021				7/22/2021
STURGESS, VICKIE	5153 DURWOOD DR	Reschedule	8/15/2021				
STURM, DIANE	5036 THIRD ST	Compliant	7/19/2021				7/19/2021
SWARTSTROM, PRISCILLA	5409 DURWOOD DR	Compliant	9/15/2021				9/15/2021
TANNER, REBECCA	5210 WORCHESTER DR	Reschedule	9/15/2021				
TAYLOR, JEFFREY	8512 CHESTERFIELD DR	Compliant	5/14/2021	7/2/2021			7/2/2021
TERRAIN, ALLYSON	7459 WADE ST	Reschedule	9/13/2021				
THAYER, ROGER	5233 DURWOOD DR	Compliant	9/16/2021				9/16/2021
THORPE, TREVOR	5033 SECOND ST	Compliant	7/22/2021				7/22/2021
TILLEY, WILLIAM	5402 WINSHALL DR	Compliant	7/22/2021				7/22/2021
TORPEY, KACEY	8396 CAPPY LN	Compliant	7/2/2021				7/2/2021
TURBEVILLE, JUSTIN	5109 MC LAIN ST	Reschedule	9/13/2021				
VADER, SUSAN	8384 CAPPY LN	Reschedule	7/2/2021				
VANDERLAAN, JODI	5051 WINSTON DR	Compliant	7/2/2021				7/2/2021
VANWORMER, MELODY	5248 DON SHENK DR	Compliant	7/1/2021				7/1/2021
VARNER, LELAND	5140 WINSHALL DR	Compliant	7/23/2021				7/23/2021
VIEAU, JANIS	5310 WINSHALL DR	Compliant	7/21/2021				7/21/2021



City of Swartz Creek
 Facilities Inspected
 Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Status	Initial Date	Site Visit #2	Site Visit #3	Site Visit #4	Compliance Date
VITOUS, JOSEPH	5080 SCHOOL ST	Compliant	7/2/2021				7/2/2021
WEFEL, DUSTIN & TAYLOR, CASSANDRA	5020 FORD ST	Compliant	9/14/2021				9/14/2021
WEISGERBER, CHELSEA	5274 WINSHALL DR	Compliant	7/1/2021				7/1/2021
WHITE, NICHOLAS	5180 GREENLEAF DR	Compliant	7/22/2021				7/22/2021
WILSON, DEBORAH	5119 SCHOOL ST	Non-Compliant	9/17/2021	9/17/2021			
WINNIE, GREGG	5039 SCHOOL ST	Compliant	9/17/2021				9/17/2021
WISCHMEYER, BRENDA	5033 SCHOOL ST	Compliant	9/16/2021				9/16/2021
WITTMAN, BETTY	5051 SCHOOL ST	Compliant	7/22/2021				7/22/2021
WOGGERMON, CHARLES	5216 DURWOOD DR	Compliant	5/11/2021	7/19/2021			7/19/2021
WOLFE, GERALD / AMNA	5110 MC LAIN ST	Compliant	7/23/2021				7/23/2021
WRAIGHT, DEBRA K	8096 INGALLS ST	Compliant	9/16/2021				9/16/2021
WRIGHT, SCOTT	8360 CAPPY LN	Compliant	7/1/2021				7/1/2021
WYATT, THOMAS	5097 SCHOOL ST	Compliant	7/19/2021				7/19/2021
ZARISKI, ANTHONY	5025 FAIRCHILD ST	Compliant	9/14/2021				9/14/2021

Swartz Creek - Res
Violations
Criteria:7/1/2021 - 9/30/2021



Violation Summary:

Total Violations: 18

Total Facilities with Violations: 16

Violation Details:

Facility Name	Service Address	Order #	Location/Comments
CROSS, SHIRLEY	8488 CHESTERFIELD DR	2	Install Reduced Pressure Backflow Prevention Assembly (ASSE #1013) in supply to water back-up sump pump
FORD, DOUG	8059 INGALLS ST	3	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
GENOVESI, DELANO	5420 WINSHALL DR	2	Install Reduced Pressure Backflow Prevention Assembly (ASSE #1013) in supply to water back-up sump pump
GENOVESI, DELANO	5420 WINSHALL DR	4	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
GILSON, JILLYN	5166 WINSHALL DR	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
GUINDON, RICHARD L	4046 ELMS RD	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
MALINOWSKI, NANCY	5020 SECOND ST	3	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
MEISSNER, DANIEL	5032 HOLLAND DR	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
OAKMAN, DONA	5390 WINSHALL DR	3	Install Reduced Pressure Backflow Prevention Assembly (ASSE #1013) in supply to water back-up sump pump
OAKMAN, DONA	5390 WINSHALL DR	4	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
PARKER, STEVEN	5371 DURWOOD DR	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
PERRY, MICHAEL	5098 MC LAIN ST	3	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
POBOCIK, DOLORES	5076 MC LAIN ST	4	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
ROYALTY LAND HOLDINGS LLC	5027 SECOND ST	3	Install Backflow Preventer w/Intermediate Atmospheric Vent (ASSE #1012) in Supply to Untreated Boiler - Re: Michigan Plumbing Code, Section 608.16.2.
SCHERBOVICH, SANDRA E	5262 WINSHALL DR	2	Install Reduced Pressure Backflow Prevention Assembly (ASSE #1013) in supply to water back-up sump pump



Swartz Creek - Res
Violations
Criteria:7/1/2021 - 9/30/2021



Facility Name	Service Address	Order #	Location/Comments
WILSON, DEBORAH	5119 SCHOOL ST	1	Verify/Install Backflow Preventer w/Intermediate Atmospheric Vent (ASSE #1012) in Supply to Untreated Boiler - Re: Michigan Plumbing Code, Section 608.16.2.
WITTMAN, BETTY	5051 SCHOOL ST	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer
WRAIGHT, DEBRA K	8096 INGALLS ST	2	Replumb sump pump discharge to open air, sump discharge shall not discharge into sanitary sewer

Phone: (810) 635-4464

City of Swartz Creek Proof of Pavilion Reservation

Fax: (810) 635-2887

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

All monies, including a \$100 refundable deposit, must be paid at time of reservation. Only Cash payments will be accepted for a rental date of five (5) days or less. Any cancellations must be made two (2) weeks prior to event date. **All cancellations are subject to a \$20.00 Cancellation Fee. ABSOLUTELY NO REFUNDS DUE TO WEATHER.**

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

Elms Park- 4125 Elms Rd

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

Abrams Park- 5225 Winshall Dr.

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

Date of Reservation _____

Name of Responsible Party _____

Address _____ Phone: _____

City _____ Zip _____

Number of Guests _____ Nature of Activity _____

Responsible Party Signature _____

E-Mail Address _____

I have received a copy of the Park Rules including applicable fines, see Ordinance # 453 in Park Rules:



Deposits can be expected to be returned within 30 days of reservation date.

CASH



CHECK#



Receipt #

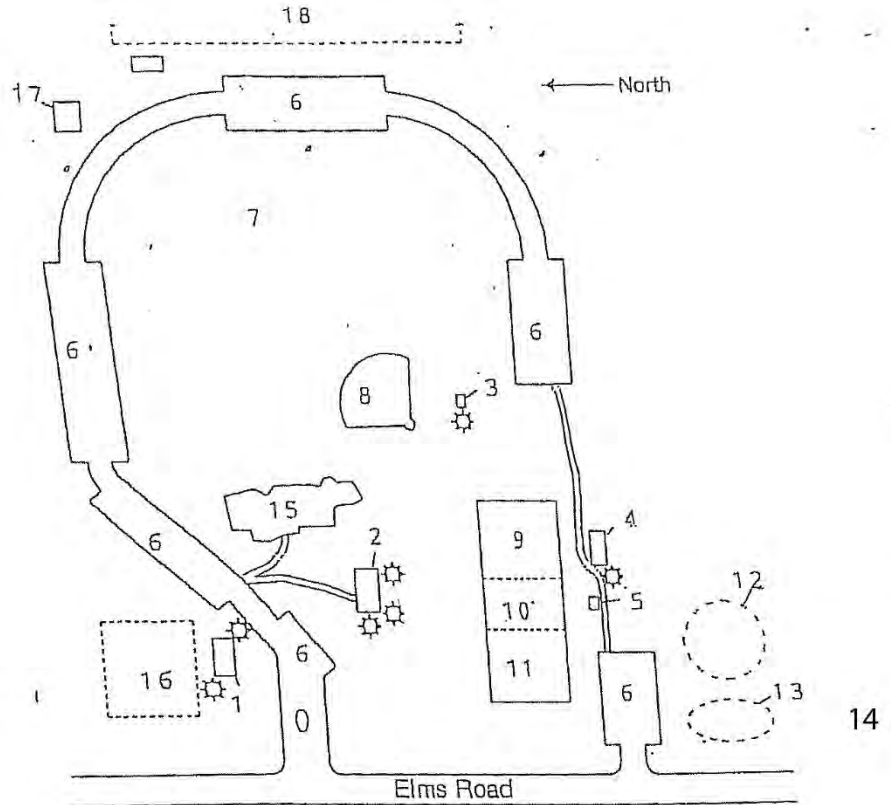
Area restrooms are attended to during the early morning hours in the summertime. Due to high park volume and vandalism, you are strongly encouraged to bring your own paper products and soap or sanitizer for restroom use.

IF THERE ARE PROBLEMS AT THE PARK CONTACT 911.

City Official _____ **Date** _____

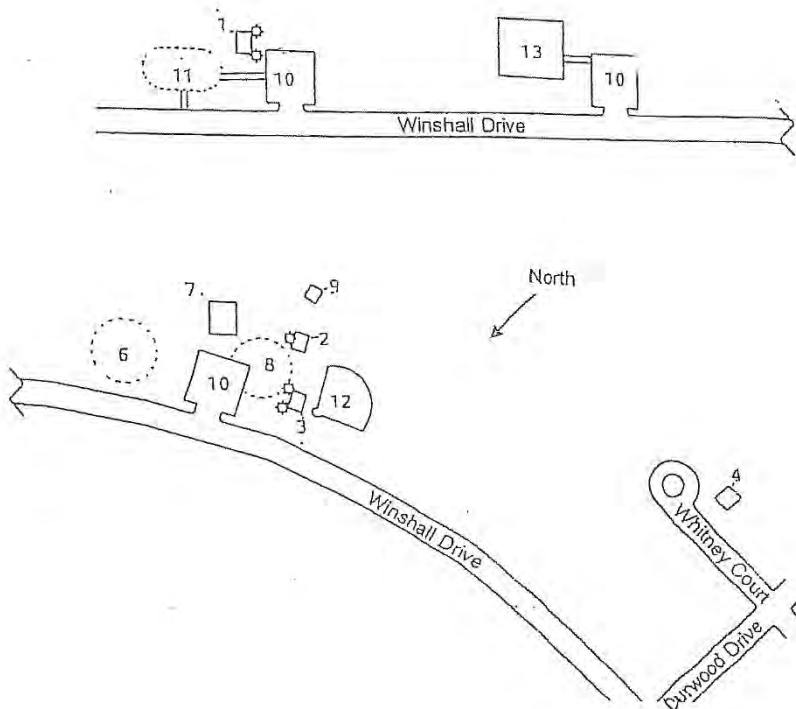
Elms Park

- 1. Pavilion #1 (70-80 people)
- 2. Pavilion #2 (90-100 people)
- 3. Pavilion #3 (23-30 people)
- 4. Pavilion #4 (80-90 people)
- 5. Pavillion #5 (cannot be reserved)
- 6. Parking
- 7. Soccer Field
- 8. Ball Field
- 9. Basketball Courts
- 10. Open Area
- 11. Tennis Courts
- 12. Sledding Hill
- 13. Skating Area
- 14. Dog Park
- 15. Dragon Area Playscape
- 16. Playground Area
- 17. Volleyball with net
- 18. Football/Soccer Field
- ☀ Grill



Abrams Park

- 1. Pavilion #1 (60 people)
- 2. Pavilion #2 (80 people)
- 3. Pavilion #3 (40 people)
- 4. Pavilion #4 (Cannot be reserved)
- 5. Vacant
- 6. Sledding Hill
- 7. Basketball
- 8. Playground
- 9. Rest Rooms
- 10. Parking
- 11. Playground
- 12. Ball Diamond
- 13. Tennis Courts
- ☀ Grill



CITY OF SWARTZ CREEK
PARK RULES AND REGULATIONS

AUTHORITY. These rules are approved by the city council and enforceable pursuant to the provisions of Section 11 of the Code of Ordinances of the City of Swartz Creek, Michigan.

ORDINANCE NO. 453

Any person in violation of the park rules and regulations adopted by the city council, shall be deemed guilty of a misdemeanor and upon conviction thereof, shall be punished by a fine of \$100 for the first offense, \$250 for the second offense, and \$500.00 for additional offenses or by imprisonment for not more than 90 days or by both fines and imprisonment at the discretion of the court.

APPLICABILITY. These rules apply to City of Swartz Creek parks, play fields, and other recreational public grounds, hereafter called parks.

1. **HOURS.** City parks shall be open to the public, daily, between the hours of 8:00 a.m. to 10:00 p.m. and, excepting as provided in this article, it shall be unlawful to occupy or be present in any public park during such hours when it is not open to the public. Seasonal park provisions, including water, bathroom facilities, and waste collection will be offered May through October or as directed by the city manager.

Exceptions to use of or presence in park after hours.

- 1) It shall not be unlawful for city employees, while on city business, to remain in or on public parks during such times as the park shall be closed to the public.
 - 2) It shall not be unlawful for persons other than city employees to be on or in park property after hours, provided that they have the prior approval and written permission of the city manager and that such approval shall not be granted except in pursuance of and when related to city business.
 - 3) Non-motorized paths and sidewalks, within and outside of the right of way, may be used twenty four hours a day, 365 days a year for permitted non-motorized transportation and recreation.
2. **CREEK ACCESS AND FLOOD STAGE WATER.** Creek access is permitted in Abrams Park at the risk of the user. Swimming and the use of any boat, canoe, or other floatation device within a city park during a flood event is prohibited except by emergency personnel.
 3. **SMOKING.** Smoking, including (tobacco, cannabis, e-cig, or e-cigarettes), personal vaporizers (PV) or electronic nicotine delivery systems (ENDS), is prohibited in the city parks.
 4. **PROHIBITED USES AND ACTS.** No person in any park owned or operated by the city shall:
 - 1) *Drunkenness, alcoholic liquors.* No person shall enter, be in or remain on park property while under the influence of intoxicants or under the influence of unlawful drugs or controlled substances. It shall be unlawful to bring into or use alcohol or drugs of any kind upon park property.
 - 2) *Injuring, removing property.* Willfully mark, deface, disfigure, cut, injure, tamper with, break, displace, or remove any buildings, cables, benches, tables, fireplaces, grills, light poles, fountains, tennis nets, trees, playground equipment, public utilities or parts of appurtenances thereof, signs, notices or placards, whether temporary or permanent, monuments, flag poles, stakes, posts, fences or other boundary markers, or other structures or equipment, facilities or park property or appurtenances whatsoever, either real or personal.
 - 3) *Kindling fires.* No person shall kindle or build or cause to be kindled or built a fire in any park except in designated places. In those areas where fires are permissible, such fires must be contained in a receptacle designed for the purpose of holding a fire and must be attended at all times. No person shall set fire to trash, garbage or the contents of trash receptacles at any time.
 - 4) *Pets, animals.* No person shall bring in, cause, or allow any dog, cat or other pets or animals which he owns or has permission to control to be brought within the confines of any park unless such animal be attached to a leash not to exceed eight feet in length; such leash is to be of sufficient strength to hold such animal in constant check. Disposal of animal waste is required. See Dog Park Regulations.
 - 5) *Hindering employees.* No person shall interfere with or in any manner hinder any employee of the city while engaged in constructing, maintaining, repairing or caring for any park property.
 - 6) *Restricted sections of park.* No person shall enter upon any area of the park system where persons are prohibited from going, as indicated by signs, notices or where secured by fences and gates.
 - 7) *Firearms, bow and arrows, fireworks and devices.* No person shall discharge a firearm or fireworks of any description while in or on park property, provided that such prohibition shall not apply to any peace officer while in the exercise of his official duties. No person shall shoot any arrow by the use of a bow, excepting in such areas as shall be specifically designated as areas for the use of bows and arrows. Crossbows, bolts, and similar weapons are also prohibited.

- 8) *Peace, disorderly conduct.* No person shall make or excite any disturbance or contention on any public grounds or park. (No person shall use any indecent or obscene language).
 - 9) *Drinking fountains.* No person shall throw, discharge or otherwise place in the waters or any fountain, wash basin or toilets any substance, liquid or solid, which may result in water pollution or create a health hazard to the public.
 - 10) *Sleeping in parks.* No person shall sleep, whether in a vehicle, trailer, tent, hammock or other manner, on park property during the hours the park is closed, excepting in such areas as shall be specifically designated for such use. Furthermore, such use in such areas shall require the written approval and authorization of the city manager, and such approval and authorization shall clearly designate the time period within which such use may be made.
 - 11) *Dumping articles in parks.* No person shall deposit any rubbish, garbage or refuse matter, break glass or bottles in or upon any part of the park system other than such refuse accumulated from organized and acceptable activities within the park, and such refuse must be deposited in receptacles provided for that purpose. No hazardous materials are permitted to be in the park.
 - 12) *Posted signs, rules and regulations.* No person shall willfully disregard posted signs which regulate the days, hours for various activities, or any other signs installed, posted or attached for control, maintenance, safety or any other purpose within the park system.
 - 13) *Public meetings, parades.* No person, organization, club or group shall hold or participate in any parade, drill, exhibition, political meeting, religious meeting, concert, lecture or public entertainment of any kind within the park system without the express consent and written approval of the city manager.
 - 14) *Advertisements.* No person shall post, stencil or otherwise affix any placard, advertisement or notice of any kind upon or to any park property without prior approval.
 - 15) *Offering articles for sale.* No person shall carry on any trade or business or sell or display any goods, wares or merchandise in the park system without permission from the city manager.
 - 16) *Inflatable play equipment.* Inflatable play equipment is prohibited unless arrangements are made in advance and a certificate of insurance from the party providing such equipment is filed with the city and includes a rider naming the city as an additionally insured party.
 - 17) *Non-Motorized Paths.* No person shall obstruct, occupy, or otherwise use the non-motorized paths in a way that prohibits or unreasonably hinders use of the paths by others.
 - 18) *The use of nails, staples, or other permanent fasteners on park structures, equipment or tables is prohibited.*
 - 19) *The use of non-biodegradable confetti, streams, water balloons, and similar party favors or debris is prohibited.*
5. **PARK POLICE AND EMPLOYEES.** No person shall resist any police officer or city employee exercising his duty within the park area, or fail or refuse to obey any lawful command of any such police officer or park employee, or in any way interfere with, hinder or prevent any such police officer or park employee from discharging his duty, or in any manner assist or give aid to any person in custody to escape or to attempt to escape from custody, or to rescue or attempt to rescue any person when in such custody.
6. **MOTOR VEHICLES.** The operation of motor vehicles in any park is prohibited, except in that area laid out and appropriated as driving lanes, parking area, or for motor vehicles by the city. No motor vehicle shall be driven or operated on a driving lane at a speed greater than ten miles per hour.
- 1) No person shall stop, stand or park a motor vehicle except in such areas as may be laid out and designated as a parking area by the city.
 - 2) No person shall operate a motor vehicle on any lane or service drive, whether posted or not, which is laid out as a means of access for maintenance employees to the various sections of the park system.
 - 3) No person shall park or store any motor vehicle during the hours the park is closed in any park, parking area or driving lane owned or operated by the city. Members of the police department are hereby authorized to remove any vehicles so parked or stored.
 - 4) It shall be unlawful for any person, whether a pedestrian or operating a motor vehicle of any type, to fail to obey any such applicable traffic control sign, signal, lane marking or other device, whether permanent or temporary, unless otherwise directed by a police officer or city personnel conducting city business.
7. **FEES.** Fees for pavilion and other facility rentals shall be set by resolution of the city council. 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. Monies must be paid at the time of reservation. Cancellations must be made two (2) weeks or more prior to event date and all cancellations are subject to a \$20 fee.

Deposits, in an amount set by resolution of the city council, shall also be collected for pavilion rentals. Said deposit shall be forfeited for damage to park facilities, failure to properly clean facilities, or violations of park rules that are found in connection to the rental.

8. **PAVILION RESERVATIONS.** Picnic pavilions shall be available on a first-come, first-served basis. Reservations will be taken beginning on the first business day of each calendar year for city residents and thirty (30) days after the first business

day of each calendar year for resident and non-resident applications. Fees and exclusive reservations are for weekends (Friday, Saturday, & Sunday) and holidays only.

9. **LIMITED USE FACILITY RESERVATIONS.** Any club, school, association, organization or recognized group desiring the use of specific areas of any park, such as picnic areas, athletic fields or ice rinks, shall file an application with the city manager and shall not use the park or area until the permit is granted.
- 1) All permits shall require the permittee to clean up the park area after activity has terminated. All applications for permits must give the name, address and phone number of the permittee or the person responsible for the necessary policing thereof.
 - 2) All persons shall honor any special permits issued by the city, for certain areas, days and times, to clubs, organizations, teams or any other groups, including, but not limited to, picnic grounds, ball fields, skating rinks, stadiums, provided that such permit is on official forms when presented.
 - 3) Reservations will be given on a first come, first served basis beginning the first business day of each calendar year. Priority in the use of ball fields, soccer fields and similar athletic facilities in city parks shall be given to organizations scheduling regular games or matches. The city manager shall have the authority to designate organizations to provide for scheduling and oversight of use of athletic fields. Such organizations shall schedule use of the fields in a way that accommodates use by all interested organizations to the greatest extent feasible and to provide for compliance by these rules and regulations by all organizations using the athletic facilities.
 - 4) The city manager shall have the authority to restrict use of athletic fields to avoid excessive wear and tear on facilities.
 - 5) Organizations using athletic fields for scheduled games, matches and practices shall be responsible for removing litter from the areas used for their activities. In addition, organizations shall be responsible for removing and storing any equipment used in their activities. Installation of bleachers or similar facilities must be authorized by the city manager or his/her designee.
 - 6) The city will provide refuse disposal and the maintenance of athletic fields in coordination with the needs and schedules of organizations using the fields. Organizations using athletic fields that undertake specific activities uniquely required for their particular use of the fields such as the installation of bases or nets, the painting of lines on fields, etc. require prior approval.
 - 7) Weekend reservations for facilities shall not be permitted. Playscapes, restrooms, play equipment are not available for reservation.
10. **EXPANDED PARK USE AND RESERVATIONS.** Swartz Creek-based organizations (defined as non-profit organizations or institutions with a principle office or auxiliary presence within the Swartz Creek school district) may be permitted the use of designated areas of city parks, including control during hours the parks are closed to the public, subject to the following conditions:
- 1) Use must be pre-approved by the city council.
 - 2) The organizations' use of the park area shall not violate any local or state law nor unreasonably interfere with the use and enjoyment of adjacent park areas by others.
 - 3) The organizations shall hold the city harmless from liability for incidents arising out of the organizations' use of the park area and shall provide evidence of insurance coverage.
 - 4) The city reserves the right to direct where organizations' structures are installed and activities conducted to minimize damage to park property and facilities and to limit interference with the use of adjacent areas of the park.
 - 5) Fees shall equal the cost of all pavilion rentals for the park in use on a daily basis. Additional fees may be charged for services requested of the city and negotiated in advance, including use of barricades, additional utilities, port-a-johns, etc.
 - 6) In no case will use result in a charge for or prohibition on general access to the park by the public, by vehicle or other means.
 - 7) Reservations for this category can be granted by the city council beginning December 1 of the previous calendar year.
- 11) **VENDING.** Vending is permitted on a limited basis after application to the city manager and under the administrative rules that may be set by the city, including a background check and administrative fee.
- 12) **DOG PARK REGULATIONS.** Within the designated dog park area in Elms Park, dogs are permitted under the following regulations. Elsewhere in the city, the city code applies.
- 1) All dogs must be leashed when not in the designated and enclosed dog park facility, including the adjacent parking lot.
 - 2) Any person bringing a dog or dogs to the dog exercise area must have one leash per dog.
 - 3) There shall be no more than three dogs per person allowed in the dog exercise area. Any person bringing a dog or dogs to the dog exercise area must have at least one dog feces waste bag per dog in his or her possession and must remove any feces deposited by the dog(s) in their care.

- 4) Persons under sixteen years of age visiting the dog exercise area must be accompanied and supervised by a parent or guardian or other responsible adult with permission of the parent or guardian.
- 5) Each dog shall always be under visual and voice control of the owner or other responsible person at least 16 years of age.
- 6) All dogs must have current vaccinations and licenses and shall wear a collar.
- 7) Aggressive dogs, as defined below, are not permitted in or around the dog exercise area, including but not limited to, the parking lot. Owners or other responsible persons will be held legally responsible for any injury caused by a dog that they bring in or around the dog exercise area.

An aggressive dog means:

- i. A dog that bites a person. However, a dog shall not be considered aggressive if the dog bites a person wrongfully assaulting the dog or the dog's owner, or if the dog bites a person after being provoked by that person.
 - ii. A dog that injures or kills another domestic animal without provocation while at the dog exercise area.
- 8) Female dogs in heat are not permitted in or around the dog exercise area including, but not limited to, the parking lot.
 - 9) Dog owners or other responsible persons shall provide dogs with drinking water while visiting the dog exercise area when weather conditions require.
 - 10) Dog owners or other responsible persons shall not keep dogs enclosed in a vehicle during hot weather which may cause injury to the dog.
 - 11) Any person having knowledge of a dog having bitten, scratched, or injured a person or other animal within the dog exercise area, including but not limited to the parking lot, shall report the incident to the police department by calling 911.
- 12) **PUBLIC NOTICE.** The public shall be deemed to have been properly notified of the provisions of these rules and regulations upon their publication in a newspaper of general circulation in the city. Signs may be posted to insure substantial compliance with the provisions of these rules and regulations.

City Council Approval: November 8, 2021.



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

October 19, 2021

Mr. Robert Bincsik
Director of Public and Community Services
City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473

Re: Proposal for the City of Swartz Creek MS4 Program Services

Dear Mr. Bincsik:

DLZ Michigan, Inc. (DLZ) is pleased to submit this proposal to the City of Swartz Creek (CITY) for professional Municipal Separate Storm Sewer System (MS4) program compliance services, estimated staff hours and estimated budgets for the 2021-2022 fiscal year (July 1, 2021 through June 30, 2022).

SCOPE OF SERVICES

Task 1 – Public Education Initiatives

DLZ proposes to assist the CITY with informing residents and the general public on various stormwater related topics through the CITY website, quarterly newsletters, and social media. DLZ will provide content to add to the existing website, as well as seasonal information for the newsletters and Facebook. Approximately twenty (20) staff hours are estimated to complete this task, with associated fees of \$2,480.00.

Task 2 – Biannual Facility Inspections & Reporting

DLZ proposes to conduct biannual (Spring and Fall) facility inspections by one of our Certified Industrial Storm Water Operators at the DPW yard, fire station, and vegetated swale at Elms Park. DLZ will document what chemicals and materials are stored at these facilities, make observations of the condition of each location, and will inspect parking lots, fueling station, and dumpsters at these facilities for potential spill hazards, repairs, and maintenance issues. Inspection reports will be developed and submitted to the CITY for each facility, with any as-needed recommendations.

DLZ will review the existing CITY's Storm Water Pollution Prevention Plan (SWPPP) each Fall and update the document as necessary. Approximately twelve (12) staff hours and associated fees of \$1,488.00 will be needed to complete this task.

Task 3 – Staff Training

DLZ proposes to develop and administer in-person good housekeeping, pollution prevention, and illicit discharge elimination training to the CITY's Public Works and Parks staff. Approximately ten (10) staff hours are estimated to complete this task, with associated fees of \$1,240.00.



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

City of Swartz Creek
MS4 Program Services
October 19, 2021
Page 2 of 3

Task 4 – MS4 Audit Services

EGLE staff have announced that they plan to conduct an MS4 program audit within the City in early 2022. DLZ proposes to assist the City in preparation of the audit, collecting the necessary documentation, and participating in the audit to address questions and concerns. Approximately forty (40) staff hours are anticipated for this task, with associated fees of \$4,960.00.

Task 5 – Miscellaneous Services

Throughout the year, additional stormwater services may be needed, at the request of the CITY. Approximately fifteen (15) staff hours and associated fees of \$1,860.00 are estimated to complete this task.

RESPONSIBILITIES OF THE CITY

- The CITY will assign a primary contact for the duration of the project.
- The CITY will review all draft documents provided by DLZ in a timely manner.

SCHEDULE

DLZ can commence work following a signed agreement.

TERMS AND CONDITIONS

The Standard Terms and Conditions, as set forth as attached Exhibit A, are incorporated here into and made a part of this Proposal. The Client referred to in the Standard Terms and Conditions means the City of Swartz Creek.

SERVICES FEE

For services described in the **SCOPE OF SERVICES**, DLZ proposes to charge, and the CITY agrees to pay a Not to Exceed amount of **\$12,028.00**. An estimated breakdown by task is provided below. Charges will be based on the attached Exhibit B Rate Schedule.

• Task 1 Public Education Initiatives	\$2,480.00
• Task 2 Bi-Annual Facility Inspections & Reporting	\$1,488.00
• Task 3 Staff Training	\$1,240.00
• Task 4 MS4 Audit Services	\$4,960.00
• Task 5 Miscellaneous Services	\$1,860.00

DLZ and its employees comply with all coronavirus protocols and guidelines, including all updates and revisions thereto, issued by the States in which DLZ provides services and the U.S. Centers for Disease Control and Prevention (CDC). DLZ time and expense for additional safety protocols or training required by the City of Swartz Creek or its representatives are not included in this proposal and will be invoiced at DLZ's standard rates.

Neither Party will be responsible or liable for delays caused by persons, events, or circumstances for which the Party, its employees, subcontractors, and subconsultants are not responsible including, but not limited to, Acts of God including delays attributable to the coronavirus pandemic.



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

City of Swartz Creek
MS4 Program Services
October 19, 2021
Page 3 of 3

If you approve and accept this Proposal, please sign, date, and return one copy of this Proposal for our records. Should you prefer to issue a Purchase Order as your official acceptance, we request that you reference this Proposal in your paperwork.

DLZ appreciates the opportunity to submit this Proposal for professional services. This offer will remain open for acceptance for 60 days. If for any reason you should have questions, please do not hesitate to call Laura Gruzowski at (248) 836-4053.

Respectively,
DLZ MICHIGAN, INC.

Terry Biederman, P.E.
Vice President

Attachments:
Exhibit A: Standard Terms and Conditions
Exhibit B: Rate Schedule

Approved and Accepted	
Signature	_____
Printed Name	_____
Title	_____
Date	_____

EXHIBIT A
DLZ'S STANDARD TERMS AND CONDITIONS

- 1. INVOICES AND PAYMENT:** Unless the parties have agreed otherwise, DLZ will submit monthly invoices to CLIENT for services performed in the prior month. Except to the extent CLIENT disputes in good faith all or a portion of a DLZ invoice, CLIENT will pay DLZ the invoiced amount within thirty (30) days from the date of the invoice; and, in default of such payment, agrees to pay all cost of collection, including reasonable attorney's fees, regardless of whether legal action is initiated. Invoiced amounts not in dispute will accrue interest at eight percent (8%) per annum after they have been outstanding for over thirty (30) days. If an invoiced amount not in dispute remains unpaid sixty (60) days after the date of the invoice, DLZ may, upon giving seven (7) days written notice of its intent to do so, suspend all project services until all unpaid invoiced amounts not in dispute are paid in full. If an invoice remains unpaid ninety (90) days after the date of the invoice, DLZ may, upon giving seven (7) days written notice of its intent to do so, declare CLIENT to be in breach of this agreement.
- 2. CONSTRUCTION SERVICES:** If DLZ's scope of services includes providing professional services during the project's construction phase, DLZ will not have control over or be responsible for contractor means, methods, techniques, sequences, procedures, or schedule, or the contractor's failure to comply with the construction contract documents or applicable laws, ordinances, rules or regulations. If DLZ provides construction inspection or observation services, DLZ will report to CLIENT all contractor deviations from the construction contract documents that come to DLZ's attention. However, such services are solely intended to enable DLZ to maintain familiarity with, and keep CLIENT informed of, the general progress and quality of the contractor's work, and not to require DLZ to perform exhaustive inspections of contractor work for its compliance with the construction contract documents, which shall remain solely contractor's responsibility.
- 3. CHANGES IN REQUIREMENTS:** In the event additional services are required due to a change, after the date of this agreement, in CLIENT's requirements, or in the applicable law, standards, or governmental requirements or policies, DLZ will be entitled to additional compensation for such additional services.
- 4. SURVEY STAKING:** If DLZ's scope of services includes survey layout, DLZ will not be responsible for subsequent disturbances of its layout except to the extent caused by DLZ or persons for whom it is responsible.
- 5. MISCELLANEOUS EXPENSES:** Except to the extent otherwise provided in this agreement, CLIENT is responsible for all third-party fees and charges including, without limitation, fees and charges for inspections, zoning or annexation applications, assessments, soils engineering, soils testing, aerial topography, permits, rights-of-entry, bond premiums, title company charges, blueprint and reproduction costs, and all other third-party fees and charges.
- 6. CHANGE OF SCOPE:** DLZ's scope of services in this agreement is based on facts known at the time of execution of this agreement, including, if applicable, information supplied by CLIENT. DLZ will promptly notify CLIENT in writing of any perceived changes to its scope of services required by new information or by persons or circumstances beyond DLZ's control, and the parties shall negotiate modifications to this agreement before DLZ begins performance of the revised scope.
- 7. SAFETY:** DLZ will take reasonable steps to protect the safety of its employees, and to perform its services in a safe manner. DLZ is not responsible for project safety other than with regard to its own services.
- 8. REUSE OF PROJECT DELIVERABLES:** CLIENT's use of any project documents or DLZ deliverables, including electronic media, for any purpose other than that for which such documents or deliverables were originally prepared, or alternation of such documents or deliverables without written verification or adaption by DLZ for the specific purpose intended, will be at CLIENT's sole risk.
- 9. OPINIONS OF CONSTRUCTION COST:** Any opinion of construction costs prepared by DLZ is supplied for the general guidance of the CLIENT only. Since DLZ has no control over competitive bidding or market conditions, DLZ cannot guarantee the accuracy of such opinions as compared to contractor bids or actual cost to CLIENT.
- 10. INSURANCE:** During the performance of its services and for two years thereafter, DLZ will maintain the following minimum insurance coverage: General Liability- \$1,000,000 per occurrence, \$2,000,000 general aggregate, \$2,000,000 products/completed operations aggregate, \$1,000,000 personal/advertising injury aggregate; Automobile Liability- \$1,000,000 combined single limit; Workers Compensation and Employers Liability- in conformance with statutory requirements, and \$1,000,000 employers liability; and Professional Liability- \$2,000,000 per claim and in the aggregate. Certificates evidencing such coverage will be provided to CLIENT upon request. If DLZ is providing construction phase services, CLIENT agrees to require its contractor to include DLZ as an additional insured on the contractor's General Liability and Automobile Liability insurance policies, and DLZ's above-listed coverage will be excess over the contractor's coverage, which will be primary.
- 11. INDEMNITY:** To the fullest extent permitted by law, each of the parties agrees to indemnify and save harmless the other party from and against all liability, damages, and expenses, including reasonable attorney's fees, sustained by the other party by reason of injury or death to persons or damage to tangible property, to the proportionate extent caused by the negligent acts or omissions of the indemnifying party or its employees.
- 12. CONSEQUENTIAL DAMAGES:** Neither party will be liable to the other for consequential, special, incidental, indirect, liquidated, or punitive damages.
- 13. LIABILITY:** No employee of DLZ or of its parent, subsidiary, or affiliated companies will be personally liable to CLIENT. DLZ's total liability to CLIENT, and any coverage of CLIENT as an additional insured under any of DLZ's insurance policies, for injuries, claims, losses, expenses or damages arising out of DLZ's services or this agreement from any causes including, but not limited to, DLZ's negligence, error, omissions, strict liability, or breach of contract, will not exceed the total compensation received by DLZ under this agreement.
- 14. DISPUTES:** Any claim or controversy arising out of or relevant to this agreement, or the breach thereof, shall be settled by binding arbitration in the state in which the project is located, in accordance with the rules of the American Arbitration Association, and judgment upon any award rendered by the arbitrator(s) may be rendered in any court having jurisdiction thereof.
- 15. STATUTE OF LIMITATIONS:** The parties agree that the time period for bringing claims regarding DLZ's Service's under this agreement expires on the earlier of one year after completion of the project, or two years after completion of DLZ's project services.
- 16. DELAYS:** DLZ is not responsible for delays caused by persons or circumstances for which DLZ is not responsible.
- 17. SHOP DRAWINGS:** If DLZ's scope of services includes reviewing shop drawings, such reviews are solely with regard to their general conformance with the design concept, and not for the purpose of reviewing or approving their accuracy, completeness, dimensions, quantities, constructability, compatibility with other construction components, or compliance with the requirements of the construction contract documents, all of which remain the contractor's responsibility. DLZ is not responsible for reviewing or approving the contractor's safety precautions or construction means, methods, sequences or procedures.
- 18. ACCEPTANCE:** Both parties will consider DLZ's initiation of services prior to execution of this agreement in order to accommodate CLIENT, at CLIENT's request, as CLIENT's formal acceptance of all of the terms and conditions in this agreement.
- 19. STANDARD OF CARE:** DLZ will perform its services with the care and skill ordinarily exercised by members of its profession currently practicing under similar conditions in the same locale. DLZ does not make, and expressly disclaims, any other warranties, express or implied, relating to its services including, without limitation, warranties of merchantability and fitness for a particular purpose. DLZ shall be entitled to rely on all CLIENT-provided information except to the extent otherwise stated in the agreement.

<i>CLASSIFICATION</i>	<i>HOURLY RATE CHARGE</i>
Senior Project Manager	\$ 175.00
Project Manager	\$ 155.00
Engineer VI/Surveyor VI	\$ 165.00
Engineer V/Surveyor V	\$ 150.00
Engineer IV/Surveyor IV	\$ 129.00
Engineer III/Surveyor III	\$ 119.00
Engineer II/Surveyor II	\$ 103.00
Engineer I/Surveyor I	\$ 98.00
Senior Architect	\$ 160.00
Architect	\$ 124.00
Architect Intern	\$ 93.00
Landscape Architect	\$ 124.00
Senior Geologist/Senior Environmental Scientist	\$ 134.00
Geologist/Environmental Scientist	\$ 93.00
Senior Environmental Analyst	\$ 124.00
Environmental Analyst	\$ 98.00
Senior Programmer	\$ 129.00
Programmer	\$ 109.00
Senior GIS Analyst	\$ 124.00
GIS Analyst	\$ 109.00
GIS Technician	\$ 83.00
Senior CAD Operator/Designer	\$ 109.00
CAD Operator/Technician II	\$ 88.00
Intern/Technician I	\$ 73.00
Construction Project Manager	\$ 150.00
Senior Construction Inspector	\$ 109.00
Construction Inspector	\$ 83.00
2 Person Survey Crew	\$ 196.00
1 Person Survey Crew	\$ 140.00
Clerical	\$ 57.00