

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, March 27, 2023, 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 & PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
4A. Council Meeting of March 13, 2023 MOTION Pg. 26
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. 35
6C. Jeepers Creekers Event Application Pg. 43
7. **MEETING OPENED TO THE PUBLIC:**
7A. General Public Comments
8. **COUNCIL BUSINESS:**
8A. Jeepers Creekers Event Permits RESO Pg. 21
8B. Curfew Ordinance Amendment RESO Pg. 23
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 25

Next Month Calendar

Planning Commission:	Tuesday, April 4, 2023, 7:00 p.m., PDBMB
City Council	Monday, April 10, 2023, 6:00 p.m., PDBMB
Downtown Development Authority:	Thursday, April 13, 2023, 6:00 p.m., PDBMB
Fire Board:	Monday, April 17, 2023, 6:00 p.m., Station #1
Park Board:	Tuesday, April 18, 2023, 5:30 p.m. PDBMB
Zoning Board of Appeals:	Wednesday, April 19, 2023, 6:00 p.m., PDBMB
City Council	Monday, April 24, 2023, 7:00 p.m., PDBMB
Metro Police Board:	Wednesday, April 26, 2023, 11:00 a.m., Metro HQ

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, MARCH 27, 2023, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **March 27, 2023** 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:

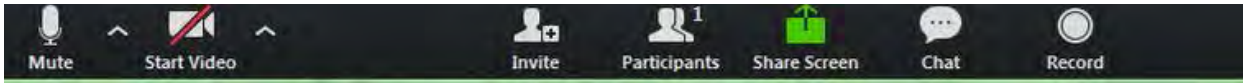
1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

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: March 27, 2023 at 7:00 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/j/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, March 27, 2023 - 7:00 P.M.

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

FROM: Adam Zettel, City Manager

DATE: March 21, 2023

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

- ✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(No Change of Status)*
There are no current appeals. We await the 2023 appeals, which are supposed to be filed by the end of May.

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

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

We have payment from MDOT already delivered (~\$1.1M) for the Miller Road buyout. With that said, we are looking to bid in the late winter and need to finalize preliminary engineering. OHM is working on final engineering, and we hope to bid soon. This money will be much less restricted road money, which should enable us to complete the necessary resurfacing, joint work, curb, and drainage, without needing to focus on other MDOT requirements. Note that cost increases and the continuing need to pay Davis Bacon wages (prevailing wages) may still dig into local reserves.

If bids are low, funds can be spent to expand the project scope as we see fit. There is no shortage of deferred maintenance on other major streets (south Morrish, concrete portions of Miller, and even parts of east Miller and Elms). Another option is some striping or lane change configurations downtown, should the city wish to explore on-street parking on Miller from Morrish to Hayes.

With that said, OHM has modeled an option for this segment with on street parking. I included their letter in a previous report, which includes a practical narrative, layout, and much technical data. In short, we can accommodate the parking, but it is not as extensive as most would like. As previously noted, it will certainly have the mixed impact of slowing traffic, as well as the obvious increase to parking spaces, an increased buffer for sidewalk uses. The study was in the November 14, 2022 council packet. We will need to decide if we wish to pursue this prior to having the roadwork commence.

The DDA discussed this matter at their November and December meetings. There was support and opposition, with no recommendation.

- ✓ **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. As observed with the recent streets in the Village, the water main that is in place is 70-year-old cast iron, with failing joints. As such, it is imperative to replace water main for those streets that have original pipe (note that this excludes Don Shenk, which has ~20 year old water main, with a corresponding top coat of asphalt).

In order to tackle such a large scope of water main, we intend to bond with the USDA for another phase. This means that the water main work must be completed in two construction seasons. The removal of the street and existing main further necessitates that the streets be completed in the same timeline. As such, a street bond is prudent.

We are currently finalizing the USDA borrowing process and should be ready to bid the water main and streets this winter. The USDA and street bond processes will be conducted concurrently, but they are separate and distinct. Because of the importance and complexity, I am adding a new section to the packet to cover the borrow process specifically.

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

This project has been pushed back to spring of 2023. The previous report follows.

We are cooperatively bidding work for the Elms Road bridge with the Genesee County Road Commission. The work required consists of an epoxy overlay on the Elms Road bridge. This work was called for during the last bridge inspection. The proposal from the GCRC indicates that the total cost is expected to be \$25,000. Because this is being bid with sixteen other county bridges, we expect the cost to be lower.

The county indicates that traffic will be maintained and no detours will be required.

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

✓ **SEWER REHABILITATION PROGRAM** (*No Change of Status*)

Sewer lining is approved for 2023. Inliner will tackle Morrish, from I-69 to Miller Road (I-69 north was constructed in about 2006 when the county interceptor was installed in Clayton Township, and Morrish Road, from the south city limits to the creek is now an inter-community collector). They will also be doing Miller from Paul Fortino to the west city limit of the line. I do not have a start date yet.

We will also be putting together a more formal five-year city-wide cleaning program, based upon this information. This is being put on the back burner so that we can put more resources into lining instead of cleaning. Again, the benefit is that lining is relatively cheap, so the more we do now the better. In addition, the lining program is so aggressive that the result is still about 2 miles (10%) of the system being cleaned in the process. This is short of the 20% we seek to attain, but it is reasonable.

The total cost for 2023 work is \$646,078. The big ‘take away’ is that we are still aggressively lining the system, which is extraordinary. The next implication is that our 20 year plan has been modified enough to lose some of its validity. This is common when plans mature. Knowing this, we plan to update our maintenance and lining

records into our GIS mapping system as soon as possible so we can put forth a modified 5 and 20 year sewer maintenance plan. I do not have a timeline on this.

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

The USDA checklist is complete on our end. We noted in the February 13, 2023, report that PVC is not a viable option for us. However, we are seeking to get alternative bid pricing on various forms of ductile iron (zinc v asphalt coating, thickness variability, etc). This will give the council some options on pricing and delivery time, since these two variables are dynamic in the marketplace.

I hope to have bid specs approved by USDA soon so we can move on with our lives.

Concerning the loan, we are looking at about \$270,000 in annual loan installments to pay for phase II. No grant funds were included this round. With that said, the USDA is going to require a rate increase prior to closing on the loans. They are using our fiscal year 2022 revenues of \$2,268,328 against our fiscal year 2025 expected expenses of \$2,562,849 (including the new debt service) as the basis for new rates. This means that we need to cover a gap of about \$294,521, an increase of 12.9%. This is obviously extremely high and undesirable.

However, keep in mind that our last payment on the GO Tax Bonds borrowing in 2016 will be in May of 2027, relieving expenses by about 2%. In addition, our projects for FY2025 are not reflected in the FY2022 actual. As such, I think we will experience lighter increases than what the USDA gap indicates. Furthermore, we have the ability to adjust rates in FY23, FY24 and FY25 to get there. This might be 4% a year instead of a large bump up front. Given recent and current inflation, this is not out of line. Lastly, this investment will cover the vast majority of capital maintenance projects for the next 30-40 years.

See the new borrowing section below. In addition to the USDA lending, we considered an application to the Michigan Drinking Water State Revolving Fund. As revealed in late 2022, this program is not competitive for our needs.

This water project, regardless of the funding source, will help us afford the remainder of the Winchester Village Streets:

Greenleaf
Winshall
Durwood
Norbury
Whitney
Seymour (partial section only)

If we can bid in early 2023, then 2023 and 2024 could see the total completion of all Village water main and streets. See the new section in the packet related to the borrowing for the USDA Phase II and road projects.

✓ **WATER SYSTEM MISCELLANEOUS** *(No Change of Status)*

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.

Because the 16" line is under the road, the transition is more costly than expected. As such, we recommend a hybrid strategy in which the customers north of the rail are moved to the east side and the west side line can be abandoned south of the rail. This ameliorates our break risk at the rail.

To that end, I have formally requested that the county reassign the B-Permits for four connections north of the rail to the inter-community line on the east side. They are agreeable. We will work through their procedures to affirm his, bid the work, and bring the project back to the council. Note that the customers will remain city customers.

The previous report follows.

GCDC, Mundy, and Gaines have bid out a new section of water main that is supposed to connect Elms/Maple to Hill, and on to Morrish. This will provide some additional redundancy for the system. However, it does not take care of our extreme west end, where we have a pronounced need for a second feed from either Clayton or Gaines. Note that this could also encourage some new development south of the city, which is common to experience when utilities are extended during strong economic periods.

As presented by the GCDC on April 12, 2022, 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.

✓ **COMMERCIAL METERS AND TRANSPONDERS (Update)**

Installation has commenced! I will keep the council informed on the timeline for product availability, installation, and use. See the report from August 11, 2022, for details on this program.

✓ **STORM WATER MANAGEMENT (Update)**

I have not heard from EGLE in about a year, despite proactive outreach on matters noted below. We have been informed that the staff we were working with are no longer employed in the same capacity. As far as we can tell, we are compliant in all respects and are now in a maintenance mode in terms of operations, inspections, and reporting. I will look to remove this section from future reports. The previous report follows.

We executed the state mandated stormwater management agreements with owners of land that were required to have private stormwater facilities in recent site plans. We are doing so using a template that we devised. However, we have not gotten feedback from the state, despite requesting said feedback.

We are also working with DLZ to provide our state mandated MS4 (Municipal Separate Storm Sewer System) permit report to the state. Everything appears to be in line, provided the drain commissioner's office delivers their sampling and response findings per our agreement with them.

The city has a template stormwater management practices maintenance agreement. This is the instrument that the state is requiring municipalities to enter into with private land developers in order to ensure their private storm water systems function as designed for perpetuity. We are seeking input on the instrument from EGLE prior to entering into such agreements. An example in which one is needed is the new Brewer Townhome site, which has surface and underground stormwater assets that drains to the public system.

Concerning our routine review, we have submitted a response to EGLE that we believe is reasonable. This should address all aspects of the notice that required a response. Note that the city has funded training, policy development, public education, testing, and reporting. The one item that may continue to be a problem is the construction composition and location of the city's salt barn. See the report from August 11, 2022, for details. We will obviously keep the council informed on the status of the notice of violation and our efforts to improve water quality.

✓ **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 spring newsletter is due out in April. It will be heavy on summer project information, and it will also include some required stormwater management best practices. Let me know if you have recommended content.

✓ **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 Genesee Valley Trail Extension construction is underway and almost done!** We also had a loop installed in Elms Park with leftover millings. We may have budget available to expand this or add one at Abrams. As of writing the SRTS project appears to be a 2023 project. Concerning the greenbelt, we are proceeding with applying grass anywhere where there is 18" or more of space.
2. The **raceway owner appears to be moving on from racing.** We met with the owner on February 16th. He indicates that he is ordering demolition of the out-

buildings and plans to scrape the entire site within about 18 months. As it happens, we received a Miss Dig notice on the same day for utility disconnects from said buildings. Though not listing the site for sale, he is preparing the site for future use as a tech park/industrial park. We believe we are cultivating a very positive relationship that will set the table for a bright shared future. For now, they have a temporary zoning permit to store surplus vehicles for GM.

3. The **demolition of Mary Crapo is nearing completion**. It appears that a plan is coming together to put a varsity baseball field here. The school is open to a partnership that may allow the DDA to pursue seasonal skating and/or public art.
4. The **school bond** will exceed \$50 million in district wide improvements that are close to completion. The improvements so far are very impressive, especially what is occurring at the middle and high schools. Most buildings have enhanced access and drop off lanes, as well as STEM labs.
5. **Street repair in 2023** is in the pre-bid phase. We expect to complete work on Miller, from Morrish to Seymour (at Speedway).
6. **(Update)** The **Brewer Condo Project** first tri-plex is complete and for sale. We can affirm that a unit has sold! The other two are not moving. There are clearly issues in the housing market that will slow this project. There may be an opportunity to pursue new Michigan housing funds that are explicitly for this type of housing, up to \$80,000 per unit. This would certainly get things moving. However, there are wage requirements and restrictions on income that could limit buyers to 120% of area median income. The project includes 15 townhome condos off Morrish Road in downtown. They are approximately 1,750 square feet, with two car garages and basements.
7. The next **Springbrook East** phase is under construction. **There appears to be a sale of this project occurring**. Nothing is official yet, but it is likely that there will be a new builder for future phases.
8. The **southwest corner of Elms & Miller** is seeing some increased activity. This is likely due to the consolidation of two more properties at a recent auction, greatly expanding the available footprint.
9. There is a conceptual **site plan in for some vacant land between Heritage Village and Otterburn Park**. Woodside Builders is proposing a number of fourplex condominiums. They are working with our planner.

✓ **TAP/DNR TRAIL (Update)**

We do not have a schedule for when work on the Genesee Valley Trail Extension is to be underway again. There is restoration and small amounts of concrete and related work to do once the weather improves.

Concerning the greenbelt, we are proceeding with applying grass anywhere there is 18" or more of space. Note that some features will be billed separate from the main contract, but they are required to meet grantor standards (such as the inclusion of benches and signage).

In other news, there is some interest from the community to conduct a ribbon cutting event for this expansion. There is a tentative event planned for May, which will focus on Elms Park, include a trail walk/ride to the Flint Township Veterans Memorial and back, and keynote speakers. It would be good to involve our officials and local businesses in a public event.

✓ **SAFE ROUTES TO SCHOOL (Update)**

The project has been approved, and the MDOT agreement has been executed. I received an initial verbal from OHM that MDOT will not be considering any change in scope to the project. We do not have a date for a preconstruction meeting or start of construction at this point. However, we do expect to down all trees in the project areas prior to April 1, in accordance with guidelines. See the report of March 13 for more details.

✓ **REDEVELOPMENT READY COMMUNITIES (Update)**

A steering committee has been formed to tackle this project. They are scheduled to meet the week of March 20th.

Our community needs to find specific projects to exercise a crowd funding match for a public place enhancement. The Public Places, Community Spaces opportunity is a big deal and can provide up to \$50,000 towards a downtown project!

The DDA is taking the lead on this. There has already been some discussion about activating Holland Square, including seasonal skating, vendor areas, a bandshell, or public art. The conversation also carried over to Mary Crapo, where the school is planning a project.

Samantha discovered that we can draw from this source more than once, and the timelines that the MEDC encourages are short. As such, we are putting the longer term project of Mary Crapo cooperation on the back burner, and the DDA is focusing on activating Holland Square.

Because the MEDC requires a firm design, costs, and illustration we will need to be very specific in the ask. As such, the DDA formed a steering committee that will work with OHM to provide those deliverables. The month of March may be tough for getting everyone together due to circumstance, but we expect something yet this spring .

A link to this program is [here](#).

Burrito Bros, 8013 Miller, applied for and **RECEIVED** a Development District Liquor License, which the council supported. This process is taking longer than anticipated, but there is progress. As of mid-August, background checks have been completed.

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

The Wade Street property is in the flood plain. J.W. Morgan was looking at it, but they have their hands full elsewhere, and this is a marginal site. I think we should consider looking to sell the property to a neighbor or having a home built ourselves. For the later option, I suspect we will not get our money back in the sale. However, we can take a tax exempt property with annual maintenance costs and put it on the tax rolls. Doing so would provide over \$1,000 a year to our respective local levies & assessments...forever.

✓ **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 these funds on September 2nd. However, though funds will be available

in 2023 for the sidewalks, this will not be until late fall. As such, this project is slated for 2024.

As time continues to pass and prices climb substantially, I do not believe we can tackle the scope of work that we planned. The regional planning commission indicated that we have the ability to scale back the project prior to bidding. I recommend we do so to keep the project affordable. This does not mean that the other sidewalks cannot be placed with local funds. However, I recommend that if the city wishes to install such walks, that we do so at a separate time with local funds and not in tandem with the federal CDBG funds, which require prevailing wages.

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

Our staff is doing very well at collecting sanitary sewer data. As noted above, this is crucial to future maintenance of the system in an efficient manner. Getting accurate field data combined with past contractor work will allow us to map past maintenance, existing issues, and future plans. The accompanying data will help us create sustainable, annualized costs and procedures to operate the system.

✓ **DISC GOLF** *(No Change of Status)*

Shattered Chains has announced more sponsorship opportunities and successes for the course. They are also planning another build weekend, which will be the second weekend in April. They hope to have all the baskets and launch pads put in this spring. Mr. Barclay announced that he will be donating and installing a large number of saplings for the area.

Staff met with Shattered Chains and Glaeser Dawes in September. We are arranging the final restoration, which should leave us with a usable parking area, grass restoration, and a disc golf course. The disc golf group (Shattered Chains) will continue to work on establishing their course, launch pads, and baskets. As far as I know, all equipment is available.

I am curious to see if the slopes on the sledding hill will actually work for sledding...

Note that this site is the focus of the city grant writer and our efforts to secure funding at a large scale to construct the pavilion/bathrooms. See the additional section below on the SPARK grant.

✓ **PAVILION COMMITMENT/GRANTS** *(Update)*

The city will be applying for a recreation passport grant. Our grant writer has also submitted requests to Congressman Kildee's office and both US Senators for congressional directed spending. We are still hopeful that Jentery Farmer's family will be able to contribute a sizable donation, perhaps as large as \$50,000.

✓ **INGALLS STREET REPORT-SPEEDING** *(No Change of Status)*

I have liaised with the school concerning the reuse of Mary Crapo. It seems likely that this property is going to house a new varsity baseball field. It is also apparent that onsite parking will be limited. I suspect on street parking will be very useful, if not essential, for this use. As such, I recommend we delay indefinitely the prospect of on street parking. This can be ascertained once the site is operating in its new mode. The previous report follows.

OHM has delivered a memo regarding a striping option for Ingalls Street. This is in the November 14, 2022 council packet. Since this memo outlines a traffic calming solution based on new markings, there is nothing we can act on at this time that will result in action due to the lateness of the season.

In short, council could eliminate on street parking on Ingalls, which is little used. This would enable a center double yellow marking and edge lines which could constitute bike lanes. In combination with other pavement markings within lanes, as well as some strategic forestry, we could see some meaningful traffic calming on this corridor.

✓ **CIVIC PARKING LOT SCOPE CHANGE** *(No Change of Status)*

The city council has approved a bid by Ace Saginaw Paving Company to resurface the civic parking lot. In addition, the council has approved a work scope change to double the thickness. We have agreeable prices from the prior USDA unit costs to do some necessary concrete work prior to paving. This includes some areas of broken curbing of the landscape islands, as well as failing sidewalk.

The big problem that we are having is the supply chain disruption to concrete. We are being informed by multiple sources, including our engineers and contractors, that concrete is being rationed to high priority and large-scale projects. It appears that the parking lot will not be completed this year. However, the contractor for the concrete indicates that he will hold his price for a spring installation. We seek the same assurance from Ace.

Note that we intend to remove the elevated concrete sidewalk that is in the middle of the parking lot. This will be replaced with asphalt, at grade, which we will mark for pedestrian use. This should improve accessibility, maintenance, and affordability. The senior center desires this as well, so they can locate ADA spaces to the center.

✓ **FIBER INSTALLATION** *(No Change of Status)*

Approvals are being granted for some of the work areas. Others have conflicts that still exist, and they are being worked out. The previous report follows:

OHM is reviewing the right of way permits for Frontier. Based upon a cursory review by myself, this appears necessary to avoid some conflicts in the right of way with their new 'flowerpot' utility boxes. This process will take a few weeks and will cost the petitioner about \$5,000. The previous report follows.

Frontier is planning to expand the fiber communications network to the entire city. In the next 12-24 months, we should see buildout of the primary fiber network, which will enable nearly every commercial and residential user to have access.

In short, the network will follow the existing copper lines. If the lines are buried, the fiber will be bored into the same 'trench'. If they are aerial, the fiber will be wrapped into place on the existing lines. (Copper lines are required to remain in place because they function on their own battery backup system and provide an essential service during power outages).

We do not expect any new utility conflict issues, nor do we expect any of our right of ways to experience unreasonable disturbances or pavement breaks. We also talked at length about the need to clean up the current overhead wires in cases where there is superfluous cable/wire, sagging lines, stub poles, etc. They indicate this is a big part of the investment.

✓ **USDA AND ROAD BORROWING (Update)**

With projects out for bid soon, the city's financial advisor has crafted draft bonding documents. They look good. I expect further activity to occur with this in tandem with bid approvals in April or May.

✓ **CURFEW ORDINANCE AMENDMENT (Business Item)**

This ordinance was approved at the last meeting. After further consultation with the police chief and city prosecutor, we recommend that the penalty go from a municipal civil infraction to a misdemeanor. This gives the police the ability to hold or jail offenders instead of ticketing them, as needed.

We have not published the ordinance yet, in anticipation of further deliberation. As such, we can adopt this ordinance over the pending ordinance in its entirety with an additional amendment. I recommend we do so.

✓ **COMMUNICATION TOWER INQUIRIES (Update)**

I have gotten three different inquiries from existing and potential towers in the last month.

The tower in Elms Park is vacant. The owner has been attempting to secure new users, but they have been unsuccessful. During the vacancy, the council agreed to drop their rent to 25% of the standard lease. This temporary reduction has expired. They made an inquiry to see if the council would consider extending the partial abatement while the tower remains unoccupied. I instructed them to send a formal cover letter and lease instrument.

They sent a hardcopy only, which I have some issues with, given instructions that were provided at the leasing seminar. I have requested a digital version that our attorney could mark up and/or negotiate with. They are agreeable. In the meantime, I am including their proposed amendment. The issue that is a red flag is the section on Exhibit A (area description). The attorneys indicate that a municipality should never, ever agree to enable a user to redefine this exhibit. In addition, I noted that we will need some sort of nominal fee upfront to cover expenses. This is routine for a tenant that is requested changes that benefit them.

I informed American Tower (South Elms location) that the city did not have interest in renegotiating the lease at this time, due to various circumstances. However, I left the door open for future talks.

Lastly, Verizon is looking for some tower space in the community where there have been some areas of limited service. I applaud this, as do many residents. It is not clear if they will pursue a city asset, a private asset, or something out of our jurisdiction. The water tower will apparently not fit their needs. They may be looking south of town.

✓ **DRAGON CRUISE (Update)**

The car show that ran monthly in downtown last year was looking to seek approval to return. We are hearing both positive and negative things about last year's show. It is good to have a downtown event that offers residents some opportunities for recreation, as well as some business opportunities for downtown merchants.

However, there were also some concerns about traffic control and the necessity of closing Miller Road. Specifically, they seek an extra hour of closure during weekday rush hour (4pm start instead of 5pm), they plan about twice as many closure dates, and we must content with the Miller Road rehabilitation (yet to be bid and scheduled). With these concerns in mind, I indicated that I could not recommend Miller Road closure for this season.

Prior to the last meeting, the Chamber of Commerce pulled the permit applications so they could consider other options for how this year's event will look. They indicated they could accommodate Miller Road work and lane closures with temporary show plans. It seemed logical that these plans could apply to the entire season. At this point, their social media seems to indicate that they will not be doing a downtown Swartz Creek show.

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

✓ **MONTHLY REPORTS** *(Update)*

The budget report is included for your enjoyment.

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

✓ **PLANNING COMMISSION** *(No Change of Status)*

The PC did not meet in March. In the near future, they will be reviewing changes to the Downtown Planned Unit Development District in accordance with the most recent master plan. This will involve integrating the downtown design guidelines and build-out plan into the zoning code.

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

The DDA met March 9. They worked diligently on a draft of the Tax Increment Financing incentive scoring parameters. This has moved along very well, and they may be able to recommend a draft at their April meeting.

In addition, they discussed the Public Spaces, Community Places crowdfunding program. See the section above on Redevelopment Ready Communities.

✓ **ZONING BOARD OF APPEALS** *(Update)*

The ZBA held their annual meeting, including Advanced ZBA training, on March 14th. They selected incumbent, James Packer, for the chair. They replaced the late Robert Plumb with John Gilbert for the vice chair position. Mr. Ron Smith was selected for another term as secretary. There are no pending variances, appeals, or interpretations.

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

The Park Board will meet on March 21st. Due to the packet release, I will not have an update on activity. The agenda includes Mundy Township attendees, a mini-library donation (this MAY be added to the agenda prior to the meeting), and work prioritization for 2023.

Rae Lynn Hicks resigned from the Park Board due to conflicts with her increased workload with the Women's Club. She was also the Swartz Creek appointee to the Mundy Township Park Board.

Their next regular meeting will be April 25th.

✓ **BOARD OF REVIEW (Update)**

The organizational meeting of the BOR was on March 7th at 1:00pm. The hearing dates for standard March BOR are March 20th, 9am-12pm & 6pm-9pm, March 21st, 9am-12pm and March 22nd, 9am-12pm.

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

Nothing new to report. Please make sure to let me know of any training attended and I also need a copy of any certificates received.

As always, please remember to check your mailbox.

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

- ❑ DPS continues to GPS water and sewer assets. This will be ongoing for most of the year as we have time available.
- ❑ We have had 17 snow events this year. 4 have required plowing all streets including residential streets. As I type this it is the first day of spring and we hope to get some spring like weather going forward.
- ❑ Two of our part time employees have committed to returning to work this summer. We expect them back sometime in May and look forward to their return.

✓ **TREASURER UPDATE (Update)**

Data collection continues for the FY24 draft budget. Routine operations include, but are not limited to, processing payments for utility bills, tax bills, delinquent personal and qualified real taxes, building permits, daily/weekly/monthly journal entries, bank wires, review/approval of accounts payable invoices, issuance of building permits and rental inspection collections, processing payroll, accounting for grants and projects and other financial matters impacting the city.

✓ **ECONOMIC DEVELOPMENT UPDATE (Update)**

At the last DDA meeting, we were able to form a "steering committee" for the Public Spaces Community Places crowdfunding project. We will meet on Monday, March 20th to start narrowing down specifics of what is wanted and required to move the project forward. I've also been working with RRC staff to set up a tour in mid-April to talk about the best way to market some of the most desirable sites in Swartz Creek.

The MACC Community Partners Grant was submitted. There will be a live review of all applications through a zoom meeting on April 4th, beginning at 1:30pm. This is for live viewing only. You can view through the link here <https://us06web.zoom.us/j/84749728211>. I have also applied to Consumer's Energy's "Put your Town on the Map". They pick 10 applicants to create a presentation and then pitch their idea at the Small Towns Conference:

<https://drive.google.com/file/d/1xE3PPEyhFrdb9uusXQ6uKJhNEOYeREav/view>.

Adam and I have spoken with our contact at Patronicity about the Public Spaces Community Places crowdfunding opportunity through MEDC. We need a solid idea with pricing, drawings, and firm details. We are hoping to get more guidance from the DDA at the 3/9 meeting.

I have also been connecting with businesses and local organizations about downtown and events, including Family Movie Nights. More details to come once dates are approved.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

- ✓ **JEEPERS CREEKERS PERMITS (*Business Item*)**
Jeepers Creekers is back for another year. At this point the event appears to consist of the trunk or treat and movie. The event is scheduled for Saturday, October 7, 2023 from 4pm to 9pm. The applications are attached for closure of Miller between Morrish and Hayes, as well as Holland Drive and Holland Square.

All of these events and closures have occurred in the past and are very manageable, especially on a Saturday. In the past there will also be a 5k race, a market, and other events. I am not sure what else might be cooking at this point. However, this is the earliest we have gotten permits, so more may come. The race and other events are generally all within the sidewalk right-of-ways and do not require any additional permitting.

- ✓ **POTENTIAL MUNDY MEGA SITE (*Business Item*)**
For some time now, there has been vague statements by the MEDC and others that a land consolidation may be occurring near the city in Mundy Township. More information is being released that indicates a large site, around 900 acres may be under contract by state and/or regional economic development entities. It appears that these agencies are working with unnamed users that represent advanced industries, such as chip or battery manufacturing.

Such endeavors are not uncommon. We can all recall “Project Tim” near Durand a few years back, which never came to fruition. However, with the announcement of the battery facility near Marshall, it is prudent to be mindful of the changes that could occur if a transformational project should be announced near the city. I am working with Mundy Township, our legislators, and our planner to set the table for immediate and pro-active action to accommodate the impacts (both positive and negative), should such an investment appear likely or imminent. I will keep the council informed to the best of my ability. There is certainly a degree of secrecy that surrounds such a matter.

Council Questions, Inquiries, Requests, Comments, and Notes

City Boundary: There is a discrepancy in the municipal boundary between what is in our charter and what was filed with the state in 1958. This is reflected as a difference between the boundary we use for all intents and purposes with that of the census map that is utilized by the state. We are making corrections now. This will result in more accurate (increased) population counts, road miles, and GIS information.

Equipment to be Sold: Once the next dump truck is delivered and winter is at an end, the city will be auctioning one pickup, both older dump trucks, one backhoe, and the old bucket truck (not yet replaced).

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, March 27, 2023, 7:00 P.M.**

Motion No. 230327-4A **MINUTES – MARCH 13, 2023**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, March 13, 2023, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230327-5A **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 March 27, 2023, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230327-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of March 27, 2023 including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

*******Master Resolution*******

Resolution No. 230327-8A **RESOLUTION TO APPROVE A FESTIVAL PERMIT FOR JEEPERS CREEKERS, INC EVENT IN OCTOBER OF 2023**

Motion by Councilmember: _____

WHEREAS, the Jeepers Creekers (JC) organization is a recognized charitable entity that operates in Swartz Creek; and

WHEREAS, JC is seeking permits and approvals to operate an annual festival on private and public grounds within the city, including a trunk or treat, food service, a movie, and numerous other activities; and

WHEREAS, the City Council finds the Jeepers Creekers organization and the event to be beneficial to the public and in good standing; and

WHEREAS, Section 20.01.G of Appendix A of the City Code of Ordinances provides for conditions of approval for a festival within the city, provided that the duration is less than 10 days, the operator is a charitable entity, and city council approval is required.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves Resolutions/Motions 230327-8A1 through 230327-8A2, allowing for the various permits related to the annual Swartz Creek Jeepers Creekers festival, to be held on Saturday, October 7, 2023, inclusive of all stipulations and conditions as specified and listed within, including the provision of valid insurance that lists the City of Swartz Creek as an additionally insured party for all events.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230327-8A1 JEEPERS CREEKERS STREET CLOSURE & USE PERMITS

I Move the City of Swartz Creek approve and authorize the Jeepers Creekers application for street closing and City property use permit for Saturday, October 7, 2023 from 4:00 p.m. until 9:00 p.m. for purposes of conducting a festival, including market vendors and an outdoor movie for the following locations:

- 1. Miller Road (Morrish to Hayes)
- 2. Holland between Miller and Ingalls

Street and City property use subject to the following stipulations:

- 1. Insurance certificate naming the City as insured in the amount not less than \$1,000,000.00 (One-Million Dollars)
- 2. Sufficient number of portable bathrooms placed and located, and litter control program in accordance and under the approval of Director of Community Services.
- 3. Approval by the Chief of Police. Traffic control and pedestrian safety plan in accordance with and under the approval of office of Chief of Police.

Resolution No. 230327-8A2 JEEPERS CREEKERS PUBLIC SPACE USE PERMIT

I Move the Swartz Creek City Council approve and authorize the Jeepers Creeker’s application for public space usage permit for Saturday, October 7, 2023 from 4:00 p.m. until

9:00 p.m. for purposes of conducting a festival, including market vendors and an outdoor movie, within Holland Square under the following stipulations:

1. Insurance certificate naming the City as an additional insured party in the amount not less than \$1,000,000.00 (One Million Dollars).
2. General approval, and under the direction and control of the Office of the Chief of Police.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230327-8B RESOLUTION TO ADOPT ORDINANCE 461, AN ORDINANCE TO AMEND ARTICLE IX OF CHAPTER 10 OF THE CODE OF ORDINANCES BY ADDING SECTION 10-310, SPECIAL EVENT CURFEW FOR MINORS

Motion by Councilmember: _____

WHEREAS, the city authorizes special events from time to time within the city and on city controlled properties, and;

WHEREAS, such events are often of a scale that makes crowd control difficult given the availability of resources that the city has access to, and;

WHEREAS, the city council, in consultation with Metro PD and the Hometown Days organization, finds that large groups of unaccompanied minors and their peers under the age of 21 have been responsible for many of disturbances at such events in recent years.

THEREFORE, I MOVE the City of Swartz Creek ordains:

**CITY OF SWARTZ CREEK
ORDINANCE NO. 461**

An ordinance to amend the Code of Ordinances: Article IX of Chapter 10 of the Code of Ordinances of Swartz Creek by adding of Section 10-310

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Amendment of Article IX of Chapter 10 of the Code of Ordinances of the City of Swartz Creek by adding of Section 10-310.

Section 10-310 of Article IX of Chapter 10 of the Code of Ordinances is amended to read as follows:

Sec. 10-310 – Special Event Curfew for Minors.

1. The presence of unsupervised minors 17 or under at special public events within the City creates a nuisance and health and safety hazard. Unsupervised minors create disorderly and potentially dangerous circumstances at these events. Due to incidents at special public events prior to the passing of this ordinance the City finds that there is a need to restrict the presence of unsupervised minors at such events as the City Council deems necessary from time to time to preserve the health, safety, and welfare of the public. The provisions of this section shall extend the curfew hours for minors 17 or under during special public events as deemed necessary by the City Council to protect the health, safety, and welfare of the public.
2. During special public events, from the hours of 7:00 p.m. to 6:00 a.m. it shall be unlawful for an unsupervised minor 17 or under to be on designated public places specifically identified in a public notice issued by the City.
3. Any individual found in violation of this section shall be guilty of a misdemeanor punishable by imprisonment in jail for up to 93 days, a fine of \$500, or both.
4. A minor 17 or under found in violation of Section 10-310 will be prima facie evidence that the minor's parent or guardian is in violation of Section 10-308 by aiding and abetting the minor in violating the ordinance.
5. The following activities shall be exempt from the curfew requirements of this Section where the minor is:
 - a. Accompanied by his parent, guardian, or any other person 21 years of age or older authorized by a parent as the caretaker for the minor;
 - b. In attendance at an official school, religious or other recreational activity sponsored by the city, a civic organization or another similar entity that takes responsibility for the minor, or going to or from such an activity, without any detour or stop, and supervised by adults;
 - c. Engaged in a certain employment activity, or going to or from employment, without any detour or stop.
6. For purposes of this section, a "special event" means a sports event, pageant, celebration, historical reenactment, entertainment, exhibition, parade, fair, festival, or similar activity that the City sanctions or approves according to its Special Event Policies and Regulations.

Section 2. Effective date.

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

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230327-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of March 27, 2023.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 03/13/2023**

The meeting was called to order at 7:01 p.m. by Mayor Krueger in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

Councilmembers Present: Cramer, Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry.

Councilmembers Absent: None.

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

Others Present: Linda Davis-Kirksey, Scott Thomas, Jake Neering, Susan Mesack, Jim Barclay, Metro PD Chief Bade.

Others Virtually Attended: Lania Rocha, Rob Merinsky, Deanna Korth.

APPROVAL OF MINUTES

Resolution No. 230313-01 **(Carried)**

Motion by Councilmember Spillane
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday February 27, 2023, to be circulated and placed on file.

YES: Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry, Cramer.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 230313-02 **(Carried)**

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as amended for the Regular Council Meeting of March 13, 2023, to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Knickerbocker, Henry, Cramer, Spillane.

NO: None. Motion Declared Carried.

CITY MANAGER’S REPORT

Resolution No. 230313-03

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager’s Report of March 13, 2023, including reports and communications to be circulated and placed on file.

YES: Hicks, Krueger, Knickerbocker, Henry, Cramer, Spillane, Gilbert.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

COUNCIL BUSINESS:

RESOLUTION TO AUTHORIZE APPLICATION FOR THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES RECREATION PASSPORT GRANT

Resolution No. 230313-04

(Carried)

Motion by Councilmember Mayor Pro Tem Hicks
Second by Councilmember Cramer

WHEREAS, the City of Swartz Creek supports the submission of an application titled, “Otterburn Park Improvements” to the Recreation Passport grant program for pavilion construction and related site improvements at Otterburn Park; and,

WHEREAS, the City of Swartz Creek is hereby making a financial commitment to the project in the amount of \$42,500 matching funds; and,

WHEREAS, the construction of a pavilion at Otterburn Park is included in the cities capital improvement program, as part of a multi-phase Otterburn Park plan.

NOW THEREFORE, BE IT RESOLVED that the Swartz Creek City Council hereby authorizes submission of a Recreation Passport grant Application for \$127,500, and further resolves to make available a local match through financial commitment and donation(s) of \$42,500 (25%) of the total \$170,000 project cost.

Discussion Ensued.

YES: Krueger, Knickerbocker, Henry, Cramer, Spillane, Gilbert, Hicks.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE THE MDOT AGREEMENT FOR THE SAFE ROUTES TO SCHOOL GRANT

Resolution No. 230313-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek owns, operates, and maintains a system of major and local streets, some of which qualify for federal funds, as supplied by the State of Michigan MDOT via the Genesee County Traffic Improvement Program; and

WHEREAS, the City has been awarded such funds to construct various sidewalks, off street pathway, and traffic control devices within the community, in the amount of \$635,790; and

WHEREAS, the project has been let for bids by the MDOT, and a contract is required to set basic terms and conditions of the project and its funding, including the establishment of designated signers; and

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council accepts the MDOT Contract #23-5039, Control Section Number TA 25000, Job Number 211462CON, Project 23A0281.

BE IT FURTHER RESOLVED, the Swartz Creek City Council approves the MDOT required construction engineering professional services agreement as submitted by OHM Advisors, dated March 9, 2023.

BE IT FURTHER RESOLVED, the Swartz Creek City Council designates Mayor David A. Krueger and Clerk Connie Olger as signatories for the MDOT contract and OHM agreement.

Discussion Ensued.

YES: Knickerbocker, Henry, Cramer, Gilbert, Hicks Krueger.
NO: Spillane. Motion Declared Carried.

RESOLUTION TO ADOPT ORDINANCE 460, AN ORDINANCE TO AMEND ARTICLE IX OF CHAPTER 10 OF THE CODE OF ORDINANCES BY ADDING SECTION 10-310, SPECIAL EVENT CURFEW FOR MINORS

Resolution No. 230313-06

(Carried)

Motion by Councilmember Knickerbocker
Second by Councilmember Cramer

WHEREAS, the city authorizes special events from time to time within the city and on city controlled properties, and;

WHEREAS, such events are often of a scale that makes crowd control difficult given the availability of resources that the city has access to, and;

WHEREAS, the city council, in consultation with Metro PD and the Hometown Days organization, finds that large groups of unaccompanied minors and their peers under the age of 21 have been responsible for many of disturbances at such events in recent years.

THEREFORE, I MOVE the City of Swartz Creek ordains:

**CITY OF SWARTZ CREEK
ORDINANCE NO. 460**

An ordinance to amend the Code of Ordinances: Article IX of Chapter 10 of the Code of Ordinances of Swartz Creek by adding of Section 10-310

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Amendment of Article IX of Chapter 10 of the Code of Ordinances of the City of Swartz Creek by adding of Section 10-310.

Section 10-310 of Article IX of Chapter 10 of the Code of Ordinances is amended to read as follows:

Sec. 10-310 – Special Event Curfew for Minors.

1. The presence of unsupervised minors 17 or under at special public events within the City creates a nuisance and health and safety hazard. Unsupervised minors create disorderly and potentially dangerous circumstances at these events. Due to incidents at special public events prior to the passing of this ordinance the City finds that there is a need to restrict the presence of unsupervised minors at such events as the City Council deems necessary from time to time to preserve the health, safety, and welfare of the public. The provisions of this section shall extend the curfew hours for minors 17 or under during special public events as deemed

necessary by the City Council to protect the health, safety, and welfare of the public.

2. During special public events, from the hours of 7:00 p.m. to 6:00 a.m. it shall be unlawful for an unsupervised minor 17 or under to be on designated public places specifically identified in a public notice issued by the City.
3. Any individual found in violation of Section 10-310 is responsible for a Municipal Civil Infraction.
4. A minor 17 or under found in violation of Section 10-310 will be prima facie evidence that the minor's parent or guardian is in violation of Section 10-308 by aiding and abetting the minor in violating the ordinance.
5. The following activities shall be exempt from the curfew requirements of this Section where the minor is:
 - a. Accompanied by his parent, guardian, or any other person 21 years of age or older authorized by a parent as the caretaker for the minor;
 - b. In attendance at an official school, religious or other recreational activity sponsored by the city, a civic organization or another similar entity that takes responsibility for the minor, or going to or from such an activity, without any detour or stop, and supervised by adults;
 - c. Engaged in a certain employment activity, or going to or from employment, without any detour or stop.

Section 2. Effective date.

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

Discussion Ensued.

YES: Henry, Cramer, Spillane, Gilbert, Hicks, Krueger, Knickerbocker.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE THE PLANTE MORAN AUDIT ENGAGEMENT LETTER

Resolution No. 230313-07

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Cramer

WHEREAS, Section 8.13 of the City Charter requires an audit of all accounts of the city government; and

WHEREAS, the city desires an independent and professional audit of financial statements in compliance with accounting principles generally accepted in the United States of America (GAAP); and

WHEREAS, independent auditors, Plante Moran, PLLC, chosen by the city per a qualified bidding selection process, has submitted a five year engagement letter, dated February 14, 2023, to perform auditing services related to the city's general fund, public utilities, enterprise accounts, Downtown Development Authority, Act 51 monies, and federal 'Single Audits' required for the use of federal funds, including USDA funds; and

WHEREAS, the City Council finds the services of Plante Moran, PLLC, to be sufficient and competitively priced.

NOW, THEREFORE BE IT RESOLVED that the Swartz Creek City Council accepts the engagement letter for general audit services, as submitted by Plante Moran, PLLC, in the amount of \$35,200 (general) and \$11,000 for federal single audits, as well as necessary and reasonable travel & out-of-pocket expenses, for the noted services.

BE IT FURTHER RESOLVED that the City Council directs the City Manager to execute said engagement letters on behalf of the city.

Discussion Ensued.

YES: Cramer, Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE A PUBLIC PLACE PERMIT FOR THE JEEPERS CREEKERS WEEKLY MARKET

Resolution No. 230313-08

(Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

WHEREAS, Jeepers Creekers, Inc. is a recognized charitable entity that is in good standing and that operates in Swartz Creek; and

WHEREAS, said organization proposes to organize and host a monthly vendor market within Holland Square and on Holland Drive, including food trucks, and they therefore seek a permit to use the city street and the plaza from 4:00 p.m. to 9:00

p.m. on the following Tuesdays of June 13th, July 11th, August 8th, and September 12th; and

WHEREAS, the City Council finds the organization and the event to be beneficial to the public and in good standing.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves the application for a street usage permit to conduct a craft market and food truck event on the Tuesdays of June 13th, July 11th, August 8th, and September 12th, from 4:00 p.m. to 9:00 p.m., applicant: the Jeepers Creekers, Inc., in accordance with the application submitted, under the direction and control of the Chief of Police.

YES: Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry, Cramer.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE A TEMPORARY ALLEY USAGE/CLOSURE PERMIT FOR THE ALLEY NORTH OF AND ADJACENT TO 8006, 8010, 8012, 8014 MILLER ROAD

Resolution No. 230313-09

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek enables closure and use of its public streets, plazas, and alleys upon application by a petitioner and approval by the city council; and

WHEREAS, the COVID pandemic has had a profound and dynamic impact on the community, including hospitality businesses that cannot provide in-person service, greatly jeopardizing the abilities of these businesses and property owners that rely on this industry; and

WHEREAS, grants were made available to enable outdoor dining, including winter service, for those businesses that can pursue this as an option; and

WHEREAS, the property at 8006, 8010, 8012, and 8014 Miller Road houses two restaurant businesses that are immediately south of and adjacent to the city's public alley; and

WHEREAS, this alley is the only accessible space in which to safely accommodate outdoor service for S&K as well as JT's; and

WHEREAS, temporary use of this alley has been granted by the city council for the purposes of outdoor dining at this location, but such use and access has expired; and

WHEREAS, public utilities, including water and storm water, exist in the subsurface of the alley.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby authorizes and extends closure and private use, including routine maintenance (waste removal, snow removal, and general safety) of the city alley north of and adjacent to 8002, 8010, 8012, and 8014 Miller Road for the purpose of food service, including alcohol sales, inclusive of all stipulations and conditions as specified and listed within the original permit and the extension, dated March 13, 2023, including the provision of valid insurance that lists the City of Swartz Creek as an additionally insured party for all activities.

BE IT FURTHER RESOLVED that the closure and use of said alley shall commence immediately and be valid for 180 days.

BE IT FURTHER RESOLVED that the closure and use of said alley is conditioned upon the retention of the city's access rights to operate and maintain all public utilities, systems, and appurtenances on and underneath the alley surface.

BE IT FURTHER RESOLVED that, as a condition of the permit, the city shall not be responsible for any private, personal property that may be damaged within the alley confines for any reason, including deliberate action by the city to access surface or subsurface utilities.

BE IT FURTHER RESOLVED that, as a condition of the permit, the permit holder shall be responsible for placement of an approved pedestrian gate and ramp to convey users between the parking lot and adjacent retail user to the east (Pink Lady's Slipper).

Discussion Ensued.

YES: Hicks, Krueger, Knickerbocker, Henry, Cramer.

NO: Gilbert, Spillane. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Spillane wanted to know how do we sale off the city equipment. Mr. Zettel responded that we typically use an auction site.

Councilmember Henry questioned if the OHM contract for construction engineering needed to be approved through resolution. Mr. Zettel responded that it was included with SRTS resolution.

Councilmember Cramer commented that it is good to see the city and HTD'S and Metro all partnering to come up with the curfew ordinance.

Mayor Pro Tem Hicks questioned if the party responsible for all the cars shows downtown last year ever make a charitable donation as mentioned they would. Mr. Zettel responded he will try and find out if they did.

Councilmember Gilbert wants everyone to "Think Spring".

Councilmember Knickerbocker really appreciates the diversity of opinions and that they can all be shared. He also inquired if there are plans to restripe the city hall/library/ senior center parking lot. Mr. Zettel responded that the parking lot is scheduled to be redone this year and includes the striping.

Mayor Krueger reminded everyone there is a Genesee Winds Symphony Concert next Monday, 7:30 pm. at PAC. Saturday, March 18th is Special Comedy Night at American Legion, and March 25th Chili Cookoff at American Legion.

ADJOURNMENT

Resolution No. 230313-08

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular council meeting of March 13, 2023 at 8:44 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK
PERIOD ENDING 02/28/2023

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund					
000.000 - General	2,697,088.00	2,701,502.11	2,166,477.49	535,024.62	80.20
301.000 - Police Dept	4,500.00	4,708.00	4,859.25	(151.25)	103.21
345.000 - PUBLIC SAFETY BUILDING	23,700.00	23,700.00	14,679.74	9,020.26	61.94
371.000 - Building/Zoning/Planning	53,500.00	53,936.75	40,365.75	13,571.00	74.84
444.000 - Sidewalks	3,500.00	3,500.00	2,439.00	1,061.00	69.69
448.000 - Lighting	9,221.52	9,221.52	5,147.68	4,073.84	55.82
523.000 - Grass, Brush & Weeds	5,000.00	5,000.00	2,600.00	2,400.00	52.00
694.000 - Community Development Block Grant	54,756.50	2,101.00	0.00	2,101.00	0.00
728.005 - Holland Square Streetscape	40,000.00	40,000.00	40,000.00	0.00	100.00
780.500 - Mundy Twp Park Services	10,008.90	10,008.90	4,841.51	5,167.39	48.37
782.000 - Facilities - Abrams Park	70.00	260.00	260.00	0.00	100.00
783.000 - Facilities - Elms Rd Park	12,000.00	12,700.00	6,045.00	6,655.00	47.60
786.000 - Non-Motorized Trailway	700,000.00	700,000.00	670,000.00	30,000.00	95.71
790.000 - Facilities-Senior Center/Libr	5,300.00	5,300.00	3,495.49	1,804.51	65.95
794.000 - Community Promotions Program	0.00	130.00	130.00	0.00	100.00
TOTAL REVENUES	3,618,644.92	3,572,068.28	2,961,340.91	610,727.37	
000.000 - General	13,580.00	13,580.00	9,012.40	4,567.60	66.37
101.000 - Council	23,484.73	23,228.17	17,669.48	5,558.69	76.07
172.000 - Executive	161,084.00	163,290.56	99,238.43	64,052.13	60.77
215.000 - Administration and Clerk	31,156.00	31,156.00	18,105.94	13,050.06	58.11
228.000 - Information Technology	20,080.00	20,080.00	15,103.69	4,976.31	75.22
247.000 - Board of Review City Council Packet	3,163.00	3,163.00	752.34	2,410.66	23.79

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023	AVAILABLE BALANCE	% BDGT USED
253.000 - Treasurer	107,712.00	107,833.74	70,750.02	37,083.72	65.61
257.000 - Assessor	58,507.00	58,507.00	24,806.36	33,700.64	42.40
262.000 - Elections	42,625.00	51,197.00	40,976.93	10,220.07	80.04
265.000 - Facilities - City Hall	49,785.00	49,785.00	10,868.46	38,916.54	21.83
266.000 - Legal Council	18,500.00	18,500.00	7,090.50	11,409.50	38.33
301.000 - Police Dept	7,900.00	7,924.28	11,800.18	(3,875.90)	148.91
301.266 - Legal Council PSFY	24,000.00	24,000.00	12,846.02	11,153.98	53.53
301.851 - Retiree Employer Health Care PSFY	28,004.30	28,004.30	19,832.92	8,171.38	70.82
334.000 - Metro Police Authority	1,126,733.00	1,148,663.00	850,383.75	298,279.25	74.03
336.000 - Fire Department	177,712.00	180,877.00	148,922.63	31,954.37	82.33
345.000 - PUBLIC SAFETY BUILDING	50,878.30	72,878.30	56,922.47	15,955.83	78.11
371.000 - Building/Zoning/Planning	118,653.00	128,653.00	64,526.65	64,126.35	50.16
444.000 - Sidewalks	6,200.00	8,125.00	2,775.00	5,350.00	34.15
448.000 - Lighting	106,000.00	106,000.00	54,049.55	51,950.45	50.99
463.000 - Routine Maint - Streets	0.00	642.72	642.72	0.00	100.00
523.000 - Grass, Brush & Weeds	2,000.00	2,000.00	100.00	1,900.00	5.00
538.500 - Intercommunity storm drains	0.00	11,350.50	0.00	11,350.50	0.00
567.000 - Facilities - Cemetery	945.16	3,395.16	3,070.10	325.06	90.43
694.000 - Community Development Block Grant	54,766.50	2,101.00	0.00	2,101.00	0.00
728.000 - Economic Development	650.00	10,025.00	35.90	9,989.10	0.36
780.000 - Parks & Recreation	6,256.77	22,264.57	20,078.27	2,186.30	90.18
780.500 - Mundy Twp Park Services	9,138.00	9,138.00	4,346.10	4,791.90	47.56
782.000 - Facilities - Abrams Park	98,420.82	98,711.40	16,914.55	81,796.85	17.14
783.000 - Facilities - Elms Rd Park	239,933.00	185,433.00	73,708.23	111,724.77	39.75
786.000 - Non-Motorized Trailway	909,488.00	916,249.00	743,150.62	173,098.38	81.11

GL NUMBER	2022-23	2022-23	YTD BALANCE 02/28/2023	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	AMENDED BUDGET			
788.000 - Otterburn Disc Golf Park	31,000.00	31,000.00	0.00	31,000.00	0.00
790.000 - Facilities-Senior Center/Libr	34,373.58	34,373.58	17,794.58	16,579.00	51.77
794.000 - Community Promotions Program	52,814.00	52,814.00	39,541.34	13,272.66	74.87
797.000 - Facilities - City Parking Lots	11,715.00	66,215.00	2,447.69	63,767.31	3.70
851.000 - Retired Employee Health Care	26,550.00	26,550.00	11,497.14	15,052.86	43.30
965.000 - Transfers Out	155,000.00	155,000.00	155,000.00	0.00	100.00
TOTAL EXPENDITURES	3,808,808.16	3,872,708.28	2,624,760.96	1,247,947.32	

Fund 101 - General Fund:					
TOTAL REVENUES	3,618,644.92	3,572,068.28	2,961,340.91	610,727.37	82.90
TOTAL EXPENDITURES	3,808,808.16	3,872,708.28	2,624,760.96	1,247,947.32	67.78
NET OF REVENUES & EXPENDITURES	(190,163.24)	(300,640.00)	336,579.95	(637,219.95)	

Fund 202 - Major Street Fund					
000.000 - General	553,070.00	803,287.45	552,112.08	251,175.37	68.73
441.000 - Miller Rd Park & Ride	5,000.00	5,000.00	1,261.00	3,739.00	25.22
454.000 - Major Streets Projects	89,134.83	89,134.83	12,083.11	77,051.72	13.56
474.000 - Traffic Services	0.00	12,625.00	12,625.00	0.00	100.00
478.000 - Snow & Ice Removal	2,100.00	2,100.00	0.00	2,100.00	0.00
TOTAL REVENUES	649,304.83	912,147.28	578,081.19	334,066.09	
228.000 - Information Technology	1,100.00	1,100.00	656.80	443.20	59.71
429.000 - Occupational Safety	0.00	147.20	147.20	0.00	100.00
441.000 - Miller Rd Park & Ride	5,822.00	5,822.00	2,522.64	3,299.36	43.33
448.000 - Lighting	0.00	6,014.00	6,014.00	0.00	100.00
449.500 - Right of Way - General	15,000.00	15,000.00	13,017.95	1,982.05	86.79
449.501 - Right of Way - Storms	15,000.00	15,000.00	0.00	15,000.00	0.00
452.100 - Safe Routes to School Grant	132,105.00	135,112.50	3,307.50	131,805.00	2.45
454.000 - Major Streets Projects	317,842.00	317,842.00	60,172.45	257,669.55	18.93

GL NUMBER	2022-23	2022-23	YTD BALANCE 02/28/2023	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	AMENDED BUDGET			
463.000 - Routine Maint - Streets	389,213.00	638,713.00	364,687.39	274,025.61	57.10
463.307 - Oakview - Seymour to Chelmsford	29,000.00	73,952.62	73,952.62	0.00	100.00
474.000 - Traffic Services	34,213.00	39,213.00	34,008.43	5,204.57	86.73
478.000 - Snow & Ice Removal	53,515.00	53,515.00	27,959.30	25,555.70	52.25
482.000 - Administrative	15,382.00	15,382.00	9,605.08	5,776.92	62.44
538.500 - Intercommunity storm drains	11,000.00	14,055.00	5,746.82	8,308.18	40.89
TOTAL EXPENDITURES	1,019,192.00	1,330,868.32	601,798.18	729,070.14	
Fund 202 - Major Street Fund:					
TOTAL REVENUES	649,304.83	912,147.28	578,081.19	334,066.09	63.38
TOTAL EXPENDITURES	1,019,192.00	1,330,868.32	601,798.18	729,070.14	45.22
NET OF REVENUES & EXPENDITURES	(369,887.17)	(418,721.04)	(23,716.99)	(395,004.05)	
Fund 203 - Local Street Fund					
000.000 - General	173,525.00	302,856.79	222,887.84	79,968.95	73.60
449.000 - Right of Way Telecomm	15,000.00	15,000.00	0.00	15,000.00	0.00
478.000 - Snow & Ice Removal	1,400.00	1,400.00	0.00	1,400.00	0.00
931.000 - Transfers IN	300,000.00	300,000.00	0.00	300,000.00	0.00
TOTAL REVENUES	489,925.00	619,256.79	222,887.84	396,368.95	
228.000 - Information Technology	850.00	850.00	656.80	193.20	77.27
429.000 - Occupational Safety	0.00	181.04	181.04	0.00	100.00
449.500 - Right of Way - General	14,000.00	14,000.00	3,256.97	10,743.03	23.26
449.501 - Right of Way - Storms	1,500.00	1,500.00	268.56	1,231.44	17.90
455.000 - Local Street Projects	340,990.00	340,990.00	57,034.50	283,955.50	16.73
463.000 - Routine Maint - Streets	167,771.00	296,771.00	169,303.55	127,467.45	57.05
463.107 - Chelmsford - Seymour to Oakview	0.00	49,301.74	49,301.74	0.00	100.00
474.000 - Traffic Services	18,559.00	18,633.32	11,411.48	7,221.84	61.24
478.000 - Snow & Ice Removal	39,561.00	39,561.00	17,882.66	21,678.34	45.20
482.000 - Administrative	11,535.00	11,535.00	7,203.75	4,331.25	62.45

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023	AVAILABLE BALANCE	% BDGT USED
538.500 - Intercommunity storm drains	14,000.00	17,055.00	5,746.82	11,308.18	33.70
TOTAL EXPENDITURES	608,766.00	790,378.10	322,247.87	468,130.23	
Fund 203 - Local Street Fund:					
TOTAL REVENUES	489,925.00	619,256.79	222,887.84	396,368.95	35.99
TOTAL EXPENDITURES	608,766.00	790,378.10	322,247.87	468,130.23	40.77
NET OF REVENUES & EXPENDITURES	(118,841.00)	(171,121.31)	(99,360.03)	(71,761.28)	
Fund 204 - MUNICIPAL STREET FUND					
000.000 - General	720,548.00	720,548.00	719,660.45	887.55	99.88
TOTAL REVENUES	720,548.00	720,548.00	719,660.45	887.55	
905.000 - Debt Service	170,402.00	170,402.00	10,256.72	160,145.28	6.02
965.000 - Transfers Out	300,000.00	300,000.00	0.00	300,000.00	0.00
TOTAL EXPENDITURES	470,402.00	470,402.00	10,256.72	460,145.28	
Fund 204 - MUNICIPAL STREET FUND:					
TOTAL REVENUES	720,548.00	720,548.00	719,660.45	887.55	99.88
TOTAL EXPENDITURES	470,402.00	470,402.00	10,256.72	460,145.28	2.18
NET OF REVENUES & EXPENDITURES	250,146.00	250,146.00	709,403.73	(459,257.73)	
Fund 226 - Garbage Fund					
000.000 - General	445,285.00	446,167.91	454,260.99	(8,093.08)	101.81
TOTAL REVENUES	445,285.00	446,167.91	454,260.99	(8,093.08)	
101.000 - Council	3,898.13	3,996.13	3,185.60	810.53	79.72
172.000 - Executive	9,158.50	9,158.50	6,525.51	2,632.99	71.25
215.000 - Administration and Clerk	2,159.00	2,159.00	1,458.28	700.72	67.54
228.000 - Information Technology	2,180.00	2,180.00	1,667.00	513.00	76.47
253.000 - Treasurer	19,355.60	19,386.03	9,786.29	9,599.74	50.48
265.000 - Facilities - City Hall	4,963.00	4,963.00	2,654.68	2,308.32	53.49
528.000 - Sanitation Collection	324,619.00	324,619.00	182,495.59	142,123.41	56.22
530.000 - Wood Chipping	68,107.50	68,107.50	33,009.92	35,097.58	48.47
782.000 - Facilities - Abrams Park City Council Packet	12,645.00	12,645.00	9,586.20	3,058.80	75.81

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023	AVAILABLE BALANCE	% BDGT USED
783.000 - Facilities - Elms Rd Park	17,281.00	17,281.00	10,993.90	6,287.10	63.62
TOTAL EXPENDITURES	464,366.73	464,495.16	261,362.97	203,132.19	
Fund 226 - Garbage Fund:					
TOTAL REVENUES	445,285.00	446,167.91	454,260.99	(8,093.08)	101.81
TOTAL EXPENDITURES	464,366.73	464,495.16	261,362.97	203,132.19	56.27
NET OF REVENUES & EXPENDITURES	(19,081.73)	(18,327.25)	192,898.02	(211,225.27)	
Fund 248 - Downtown Development Fund					
000.000 - General	100,004.00	100,004.00	108,897.01	(8,893.01)	108.89
TOTAL REVENUES	100,004.00	100,004.00	108,897.01	(8,893.01)	
173.000 - DDA Administration	2,804.00	4,504.00	4,922.85	(418.85)	109.30
728.000 - Economic Development	20,000.00	23,407.58	282.58	23,125.00	1.21
728.002 - Streetscape	42,000.00	45,628.21	43,628.21	2,000.00	95.62
728.003 - Facade Program	12,500.00	12,500.00	9,475.00	3,025.00	75.80
728.004 - Family Movie Night	6,960.00	6,960.00	495.00	6,465.00	7.11
TOTAL EXPENDITURES	84,264.00	92,999.79	58,803.64	34,196.15	
Fund 248 - Downtown Development Fund:					
TOTAL REVENUES	100,004.00	100,004.00	108,897.01	(8,893.01)	108.89
TOTAL EXPENDITURES	84,264.00	92,999.79	58,803.64	34,196.15	63.23
NET OF REVENUES & EXPENDITURES	15,740.00	7,004.21	50,093.37	(43,089.16)	
Fund 402 - Fire Equip Replacement Fund					
000.000 - General	75.00	75.00	(141.63)	216.63	(188.84)
931.000 - Transfers IN	155,000.00	155,000.00	155,000.00	0.00	100.00
TOTAL REVENUES	155,075.00	155,075.00	154,858.37	216.63	
336.000 - Fire Department	0.00	615,162.50	145,869.50	469,293.00	23.71
TOTAL EXPENDITURES	0.00	615,162.50	145,869.50	469,293.00	
Fund 402 - Fire Equip Replacement Fund:					
TOTAL REVENUES	155,075.00	155,075.00	154,858.37	216.63	99.86
TOTAL EXPENDITURES	0.00	615,162.50	145,869.50	469,293.00	23.71
NET OF REVENUES & EXPENDITURES	155,075.00	(460,087.50)	8,988.87	(469,076.37)	
Fund 590 - Sanitary Sewer Fund					
000.000 - General	600.00	2,753.22	5,718.83	(2,965.61)	207.71

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023	AVAILABLE BALANCE	% BDGT USED
536.000 - Sewer System	1,301,140.00	1,301,140.00	676,642.69	624,497.31	52.00
TOTAL REVENUES	1,301,740.00	1,303,893.22	682,361.52	621,531.70	
101.000 - Council	13,195.82	13,270.23	7,983.63	5,286.60	60.16
172.000 - Executive	34,242.00	34,242.00	26,644.59	7,597.41	77.81
215.000 - Administration and Clerk	10,082.50	10,082.50	6,789.75	3,292.75	67.34
228.000 - Information Technology	8,290.00	8,290.00	4,938.37	3,351.63	59.57
253.000 - Treasurer	63,194.00	63,270.09	47,771.16	15,498.93	75.50
265.000 - Facilities - City Hall	9,013.00	9,787.02	6,595.60	3,191.42	67.39
536.000 - Sewer System	1,151,619.59	1,155,019.59	443,235.89	711,783.70	38.37
537.000 - Sewer Lift Stations	13,098.00	13,098.00	6,477.24	6,620.76	49.45
542.000 - Read and Bill	48,097.00	48,097.00	40,844.85	7,252.15	84.92
543.310 - Sewer District Rehabilitation	0.00	161.00	161.00	0.00	100.00
543.400 - Reline Existing Sewers	400,000.00	400,000.00	0.00	400,000.00	0.00
543.401 - Flush & TV Sewers	250,000.00	250,000.00	0.00	250,000.00	0.00
850.000 - Other Functions	8,000.00	8,000.00	0.00	8,000.00	0.00
TOTAL EXPENDITURES	2,008,831.91	2,013,317.43	591,442.08	1,421,875.35	
Fund 590 - Sanitary Sewer Fund:					
TOTAL REVENUES	1,301,740.00	1,303,893.22	682,361.52	621,531.70	52.33
TOTAL EXPENDITURES	2,008,831.91	2,013,317.43	591,442.08	1,421,875.35	29.38
NET OF REVENUES & EXPENDITURES	(707,091.91)	(709,424.21)	90,919.44	(800,343.65)	
Fund 591 - Water Supply Fund					
000.000 - General	1,100.00	4,293.91	5,651.84	(1,357.93)	131.62
540.000 - Water System	2,265,370.00	2,265,370.00	1,135,954.02	1,129,415.98	50.14
543.230 - Water Main Repair USDA Grant	0.00	550,125.16	560,282.91	(10,157.75)	101.85
TOTAL REVENUES	2,266,470.00	2,819,789.07	1,701,888.77	1,117,900.30	
101.000 - Council City Council Packet	13,195.82 41	13,270.82	7,988.23	5,282.59 March 27, 2023	60.19

GL NUMBER	2022-23	2022-23	YTD BALANCE 02/28/2023	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	AMENDED BUDGET			
172.000 - Executive	34,344.00	34,344.00	27,211.70	7,132.30	79.23
215.000 - Administration and Clerk	10,007.50	10,007.50	6,787.54	3,219.96	67.82
228.000 - Information Technology	5,800.00	5,800.00	4,938.37	861.63	85.14
253.000 - Treasurer	82,499.50	82,575.59	39,928.65	42,646.94	48.35
265.000 - Facilities - City Hall	8,739.00	8,739.00	6,702.70	2,036.30	76.70
540.000 - Water System	2,397,276.40	2,399,976.40	1,104,272.06	1,295,704.34	46.01
542.000 - Read and Bill	50,310.00	50,310.00	24,869.43	25,440.57	49.43
543.230 - Water Main Repair USDA Grant	20,000.00	531,646.68	513,823.00	17,823.68	96.65
850.000 - Other Functions	10,000.00	10,000.00	0.00	10,000.00	0.00
905.000 - Debt Service	41,813.00	68,727.89	39,839.75	28,888.14	57.97
TOTAL EXPENDITURES	2,673,985.22	3,215,397.88	1,776,361.43	1,439,036.45	
Fund 591 - Water Supply Fund:					
TOTAL REVENUES	2,266,470.00	2,819,789.07	1,701,888.77	1,117,900.30	60.36
TOTAL EXPENDITURES	2,673,985.22	3,215,397.88	1,776,361.43	1,439,036.45	55.25
NET OF REVENUES & EXPENDITURES	(407,515.22)	(395,608.81)	(74,472.66)	(321,136.15)	
Fund 661 - Motor Pool Fund					
000.000 - General	167,355.00	168,611.66	95,608.25	73,003.41	56.70
TOTAL REVENUES	167,355.00	168,611.66	95,608.25	73,003.41	
172.000 - Executive	11,240.00	11,240.00	9,854.62	1,385.38	87.67
228.000 - Information Technology	760.00	760.00	810.99	(50.99)	106.71
253.000 - Treasurer	2,325.00	2,325.00	1,569.53	755.47	67.51
265.100 - Facilities - City Garage	335,386.00	455,840.54	65,286.02	390,554.52	14.32
850.000 - Other Functions	4,000.00	4,000.00	0.00	4,000.00	0.00
TOTAL EXPENDITURES	353,711.00	474,165.54	77,521.16	396,644.38	
Fund 661 - Motor Pool Fund:					
TOTAL REVENUES	167,355.00	168,611.66	95,608.25	73,003.41	56.70
TOTAL EXPENDITURES	353,711.00	474,165.54	77,521.16	396,644.38	16.35
NET OF REVENUES & EXPENDITURES	(186,356.00)	(305,553.88)	18,087.09	(323,640.97)	



CITY OF SWARTZ CREEK
(An Equal Opportunity Employer)
STREET CLOSURE/USE APPLICATION

DATE OF REQUEST: 3-13-23
SPONSOR ORGANIZATION: Jeepers Creepers Inc
AUTHORIZED REPRESENTATIVE: Lania Rocha
WORK ADDRESS: See home HOME ADDRESS: 609 E. Atherton Rd
PHONE NO: WORK () See cell HOME: () See cell CELL: 987-332-2055
EMAIL ADDRESS: jeeperscreeper@gmail.com
TYPE OF EVENT: (check box)

PARADE ** (Draw Route on Attached Map) CARNIVAL
FOOT/BIKE RACE CRAFT SHOW
CONCERT OTHER: Trunk-or-treat and accompanying activities
DATE OF EVENT: 10/7/23
TIME OF EVENT: FROM: 4 AM/PM TO: 9 AM/PM
ESTIMATED NUMBER OF PARTICIPANTS: 2,000

DESCRIPTION OF EVENT; NOTE STREETS REQUESTED TO BE CLOSED/USED:
Annual Trunk-or-treat and festivities on Miller Road between Morrish and Hayes/Fortino and in Holland Square (continued on back)

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

FOR: Jeepers Creepers Inc (Organization) BY: Lania Rocha (Authorized Representative)

APPROVED BY: _____ (Chief of Police) _____ (Street Administrator)

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

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

We are also requesting use of the inflatable movie screen and movie equipment, portable picnic tables, burn kungs and extra trash cans.

CITY OF SWARTZ CREEK PARADE REGULATIONS

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

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

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

By: *Nania Rocha*
(Event Coordinator or Representative)

For: *Jupers Creekers*
(Organization)

Phone: (810) 635-4464

Fax: (810) 635-2887



Where Friendships Last Forever

City of Swartz Creek Municipal Property Reservation Application

Date of Reservation: 10-7-23 Reservation location: Holland Square

One time event

Recurring event

Name of Responsible Party: Lania Rocha, president, Jeepers Creekers

Address: 609 E. Cutherton Rd. Phone: 989.332.2055

City: Flint, MI Zip Code: 48507

Nature of Activity: Annual Jeepers Creekers event Approx. # Attendees 2,000

Arrival Time: 8:30 a.m. Departure Time: 10:30 p.m.

Responsible Party Signature: Lania Rocha

E-Mail Address: jeeperscreekers@gmail.com

Proof of Insurance Provided

Please check all that will be needed

Water

Waste collection

Electricity

Other Services – Specify: _____

I have received a copy of the Plaza Rules:

IF THERE ARE PROBLEMS DURING THE EVENT CONTACT 911.

City Official _____

Date _____

Please use this page for any additions or details.

This request is for use of Holland Square for the annual Jeepers Creepers Festival. We will have a 5K run/walk in the morning, a Cottage market in the square from 10 a.m. to 4 p.m., and various activities in the square from 5 p.m. to about 10 p.m. Activities include DJ, popcorn station, smores station, games, face painting and similar, plus a movie to end the evening.