

**City of Swartz Creek
AGENDA**

Regular Council Meeting, Monday, April 24, 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 April 10, 2023 MOTION Pg. 32
 - 4B. Closed Session Council Meeting of April 10, 2023 MOTION Sealed
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. 38
 - 6C. Put Your Town on the Map-CE Grant Pg. 50
 - 6D. Hometown Days Permit Information Pg. 52
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. Hometown Days Street and Property Usage Permits RESO Pg. 25
 - 8B. Appointment RESO Pg. 29
 - 8C. Closed Session – Real Property Transaction/Lease RESO Pg. 30
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 31

Next Month Calendar

Metro Police Board:	Wednesday, April 26, 2023, 11:00 a.m., Metro HQ
Planning Commission:	Tuesday, May 2, 2023, 7:00 p.m., PDBMB
City Council	Monday, May 8, 2023, 6:00 p.m., PDBMB
Downtown Development Authority:	Thursday, May 11, 2023, 6:00 p.m., PDBMB
Fire Board:	Monday, May 15, 2023, 6:00 p.m., Station #1
Park Board:	Tuesday, May 16, 2023, 5:30 p.m. PDBMB
Zoning Board of Appeals:	Wednesday, May 17, 2023, 6:00 p.m., PDBMB
City Council	Monday, May 22, 2023, 7:00 p.m., PDBMB

City of Swartz Creek Mission Statement

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

City of Swartz Creek Values

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

Honesty, Integrity and Fairness

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

Fiscal Responsibility

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

Public Service

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

Embrace Employee Diversity and Employee Contribution, Development and Safety

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

Expect Excellence

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

Respect the Dignity of Others

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

Promote Protective Thinking and Innovative Suggestions

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

**CITY OF SWARTZ CREEK
VIRTUAL REGULAR CITY COUNCIL MEETING ACCESS INSTRUCTIONS
MONDAY, APRIL 24, 2023, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **April 24, 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: April 24, 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/u/kz4Jb4etg>

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

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

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

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

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

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

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

MAINTAINING ORDER

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

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

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

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

MOTIONS & RESOLUTIONS

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

PUBLIC ADDRESS OF COUNCIL

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

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

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

VOTING RECORD OF PUBLIC BODIES

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

City of Swartz Creek
CITY MANAGER'S REPORT

Regular Council Meeting of Monday, April 24, 2023 - 7:00 P.M.

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

FROM: Adam Zettel, City Manager

DATE: April 19, 2023

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

- ✓ **MICHIGAN TAX TRIBUNAL APPEALS** (*No Change of Status*)
As of now, the city has not received any new tax tribunal appeals.

- ✓ **STREETS** (*See Individual Category*)
 - ✓ **2020-2023 TRAFFIC IMPROVEMENT PROGRAM (TIP)** (*Update*)
The timeline for the Miller Road TIP project is as follows:

Advertise - week of April 17th
Bid opening – June 1st (Thursday, 10AM @ SC)
Council Meeting - June 12th
Construction Start – July 5th

For this project, the timeline should be very agreeable. We generally would wish to start after school let out in any case. This does not put us behind. The previous report follows.

We have payment from MDOT already delivered (~\$1.1M) for the Miller Road buyout. 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 (Update)**

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

OHM is preparing preliminary engineering for the remainder of Winchester Village and Winchester Woods. This should be out to bid in mid-May. 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.

The USDA and street bond processes will be conducted concurrently, but they are separate and distinct. Because of the importance and complexity, I added a section to the packet to cover the borrow process specifically.

✓ **BRIDGE WORK (Update)**

I do not have a timeline, but we expect the county contractor to start work on maintenance of the Elms Road bridge this summer. 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 (Update)**

The contractor started work on April 12! 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.

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 (Update)**

Final USDA and GCDC-WWS reviews are occurring. Based on this, we believe we will be bidding in mid-May. Under the current timeline, we are 50/50 to see the total completion of all Village water main and streets by the end of 2024. I expect we will see work in 2025.

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 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)

✓ **WATER SYSTEM MISCELLANEOUS (Update)**

We hope to have something moving in the next 90 days to begin work with the county to abandon the 8" Dye Road water main in the vicinity of the rail line (west side of Dye). The county approved the move. It appears their dedicated contractor will do the work for about \$60,000, which is budgeted. We just need to apply for form B-permit changes.

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.

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** *(No Change of Status)*

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.

✓ **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. In addition, the association manager reached out about permitted designs and builders for the subdivision. There could be renewed interest in some building. 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 out. Let me know what you think!

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

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

1. **The 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. **(Update)** 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. There is also some road damage associated with the project. We are working with the school on this.
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. **(Update)** **Street repair in 2023** is in the pre-bid phase. We are currently bidding work on Miller, from Morrish to Seymour (at Speedway). Local street work will be out for bid in May.
6. 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** (*No Change of Status*)

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 is slated to start in May and be substantially complete by September. See the report of March 13 for more details.

✓ **REDEVELOPMENT READY COMMUNITIES** (*Update*)

We checked in with our MEDC staff this month. Nate Scramlin visited the community, and we went over our priority sites (Raceway, Fortinos, and Methodist Church). We discussed our various incentives, opportunities, and challenges. We also caught up with Charles Donaldson about some funding opportunities for the community. We hope for good things this year!

Our community continues to pursue 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! A steering committee has been formed to tackle this project.

The primary option for this is to invest in Holland Square to provide built-in structures for community seating, vending, entertainment, and related activities. There are a couple examples of this already that seem to work well in public spaces. Such a concept would activate Holland Square along Miller Road by providing social interactions, market activities, and some recreation. It would also include lighting, sound systems, and some shade/weather protection. Parking would be reduced but only minimally. Another Michigan community achieved their funding goal to realize their vision this month! The DDA will be going over this on May 11.



✓ **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 (Update)**

Shattered Chains has announced more sponsorship opportunities and successes for the course. They are looking to do work on the field, but conditions have not been the best. We await restoration of the site by Glaeser Dawes. We may also need to get our own crews in there to stabilize some grading and help out. Mr. Barclay announced that he will be donating and installing a large number of saplings for the area.

The final restoration should leave us with a usable parking area, grass perimeter, 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. Unfortunately, I never did take the kids out there to test it. Anyone know?

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

The city applied 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. There is some positive feedback on these requests. We are still hopeful that Jentery Farmer's family will be able to contribute a sizable donation, perhaps as large as \$50,000.

✓ **SPEEDING AND TRAFFIC CONTROL (Update)**

Metro PD is providing two permanent speed monitoring and feedback signs. These resemble the portable signs, but they are bigger, self powered, and more stationary. We have selected two city gateways that have some ongoing issues as prime candidates. One is Morrish, south of I-69, southbound. The other is Miller, east of downtown, westbound.

These signs can be moved. It is also possible to buy more. The idea is to create more awareness and accountability as folks enter the community and enter neighborhoods. We may be able to move or place such signs on Seymour, Ingalls, or other areas if we find they are useful. The previous report follows.

With the surface of so many streets improving, we are fielding more and more speed complaints. Since there is not long standing data on this, it is not clear if drivers are speeding more, people complain more, or standards are getting higher. In any event, we are now getting complaints for Hill Road (2022 resurfacing), as well as streets in Winchester Village. Regardless of the posted speed limits, a smooth road surface has the obvious impact of enabling higher speeds.

In the interest of calming traffic in all neighborhoods, it may be prudent to invest in some measures to create more awareness of speed, in addition to opportunities for great

enforcement and physical design considerations. Some obvious markings that we can consider for Ingalls, Hill, and other streets are below. These are relatively inexpensive and can send a strong message, especially around schools. They are also easy to add, whereas design considerations such as narrower lanes can take years and cost much.



The previous report follows:

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** *(Update)*

Approvals are being granted for some of the work areas. Others have conflicts that still exist, and they are being worked out. Overall, about half the work is approved. We needed to increase the escrow that Frontier has paid in order to keep OHM on the reviews. I am not certain when all reviews will be complete since we rely on revisions from the applicant. 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** *(No Change of Status)*

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.

✓ **COMMUNICATION TOWER INQUIRIES** *(No Change of Status)*

The city has recently received 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.

✓ **POTENTIAL MUNDY MEGA SITE/COSTCO** (*No Change of Status*)

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.

In other news, Costco has made application to build a store on Hill Road, right at US-23. This is on the edge of the Swartz Creek School District (just in or out, perhaps on the line). This Hill Road corridor is developing fast and does impact our community. The corridor includes some fast growing housing, new retail, employers, and Miracle Commons park. It connects Grand Blanc and Swartz Creek, as well as regions north and south on US-23. With the site selection of Costco, it is obvious that this area is of focus for a very large catchment of population. With future announcements coming from the Grand Blanc area, we can see a pattern evolving in which pressure for more intensive land uses is coming from the east, what this means for the core of the community on I-69 is less clear. What is obvious is that our community should continue to have proactive plans and strategies to handle existing and potential pressures for change.

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

✓ **MONTHLY REPORTS** (*Update*)

The standard set of monthly reports are included for your enjoyment.

✓ **CONSUMERS ENERGY “PUT YOUR TOWN ON THE MAP” GRANT** (*Update*)

Samantha has applied for a grant (\$10,000-\$25,000) to enhance our new trail way. We contrived an interactive and scale model of the solar system that could be displayed and described on the trail. The idea is that the sun would be at the Elms trail head, with Neptune at Otterburn Park. Folks can walk/bike the distance and learn about the solar system, seeing the solar bodies in scale imagery/models. CE likes this and has selected Sam to attend their community conference to battle it out for one of the top prizes. Since she had desired to attend the conference anyways, the free registration is a bonus!

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

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

The PC did not meet in March or April. 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** (*Update*)

The DDA met April 13th. They approved a draft budget that will be incorporated into the city budget. More funds are being dedicated to movie nights and economic development. They are still working on the Public Spaces, Community Places crowdfunding program. See the section above on Redevelopment Ready Communities. Their next meeting is scheduled for May 11th.

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

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 met on April 18th. Minutes are included in the packet. Note the discussion on the little library donation. The board also made some prioritized recommendations for maintenance and rehabilitation projects for this coming summer that align with the existing budget. This includes rehab of the Elms Park tennis and basketball courts, as well as conversion of the Abrams tennis courts to basketball. Tree removal at Abrams was also a priority.

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** (*No Change of Status*)

The organizational meeting of the BOR was on March 7th at 1:00pm. The hearing dates for standard March BOR were March 20th, 9am-12pm & 6pm-9pm, March 21st, 9am-12pm and March 22nd, 9am-12pm. There were a total of 27 petitions. Of those, 14 were disabled veterans exemptions, 3 were late personal property exemptions, 1 was a

taxable value recapping and 9 were people protesting their assessed and/or taxable values.

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

With no elections this year I have been able organize and cleanup files following State of Michigan's Records Management retention schedule. Assisting DPW with bid publications for park projects and completing requested surveys from the Bureau of Elections regarding State Proposal 22-2.

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.
- ❑ DPS continues to work on getting parks ready for the summer. We are watching the weather closely to see when we can open bathrooms without the fear of freezing the plumbing. All Abrams pavilions are not electrified.
- ❑ All three of our summer-help employees have committed to returning to work this summer. We expect them back sometime in May and look forward to their return.
- ❑ Woodchipping has commenced and will continue on throughout the second and fourth weeks of the month mirroring city council schedule.
- ❑ DPS is working on soliciting bids for several park improvement projects including Elms Basketball, Elms Tennis, Abrams Tennis to Basketball conversion, and Abrams Forestry.

✓ **TREASURER UPDATE (Update)**

A draft budget for FY24 is close to completion. 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. See the report above for details.

The MACC Community Partners Grant was submitted. There was a live review of all applications through a zoom meeting on April 4th.

We just found out that The Consumers Energy Foundation and the Rural Partners of Michigan have selected Swartz Creek as one of the top ten finalists for the 2023 Put Your Town on the Map pitch competition. The contest provides grant dollars for projects that aim to help small communities in Michigan grow and thrive.

As one of the ten finalists, the City of Swartz Creek will next present their idea at the Small Town and Rural Development Conference in June. There, a panel of judges will select the top three winners who will receive grants worth \$25,000, \$15,000 and \$10,000, respectively.

A Family Movie Night schedule has been completed. We expect the program to be as robust as it has ever been. Local businesses are taking an interest in engaging for food services, and there may be a return of bounce houses.

Work continues on many funding opportunities. Sam has assisted with submission of the DNR Recreation Passport Grant and Congressional Designated Spending (which looks promising). Other opportunities, such as the RAP funds, are being investigated.

Sam is visiting with local businesses to build a contact database, ascertain needs/concerns, and offer guidance/opportunities. We are taking time to meet with business and property owners with MEDC staff and other officials in order to align potential projects with streamlined reviews and funding.

The Family Movie Night schedule has been put into the newsletter and shared through social media. We have interested food trucks and vendors reaching out about being at these events. We are also looking at large yard games for the DDA to purchase, that can be used at Family Movie Nights, and at other downtown events as well.

We also met with MEDC staff last week about redevelopment opportunities and marketing key RRC sites. We are waiting for more feedback to keep those opportunities moving forward.

Sam has been visiting more businesses in person, and has schedule a “Swartz Creek Business Meet and Greet” to be held on Wednesday, May 3rd at 7am at the Great Lakes Smoothie Co. This meeting is intended to get everyone on the same page in regards to upcoming events, available incentives, construction, and other community updates.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **ASPHALT MAINTENANCE BIDS** (*Business Item*)

We intend to continue with preventative maintenance for streets that can benefit from it. We must immediately ensure that the reflective cracks on the newer surfaces are filled. This means that we will get north Morrish, Seymour, Hill, and all of Winchester Village in this year’s program. There are not a lot of cracks, but the longevity of the newer surface requires quick action.

With Elms Road and Bristol (Miller to Elms) being completed in 2022, our next priorities are Miller (Dye to Morrish), followed by Ingalls, Fairchild, and south Morrish. If, through some miracle, there was budget remaining, we can tackle Parkridge, Otterburn Heights, Springbrook East, and public parking areas (excluding the City Hall/Library/Senior Center).

We solicited sealed bids, including direct requests for bids from a couple providers. We did not have any responses. We are going to adjust our bid. In addition to adding a state-wide contractor solicitation, we are going to modify the bid to reflect fixed pricing for the various segments instead of lineal foot costs. Based on conversations with providers, this should garner some interest. I hope to have this back in May.

✓ **APPOINTMENTS** (*Business Item*)

We still have one open seat on the Park Board with the resignation of Mrs. Hicks. The Mayor is recommending the appointment of Angela Ritter.

✓ **FISCAL YEAR 2024 BUDGET** (*Business Item*)

Deanna and staff have been working on a budget for the coming year. For general operations and routine projects, the budgets should come in balanced with proper fund balance. However, the margins are very thin. Revenues have been kind, with both state revenue sharing and property taxes, but expenses are up by as much or more. In addition, it is not clear that the property and state income levels that support revenues are here to stay.

The large aspects of the budget that remain unknown are the water and street projects that are to go out for bid in April and May. These are expected to total \$14M. With project inflation increasing prices 10-30%, it is not obvious that water, street, and general funds will be able to support the bonded debt without some additional considerations. We will need to be flexible with this.

Anyway, we do not have a draft available yet. However, we should have one in the next week or two. **We are planning a budget workshop for 4:30pm on May 8th.** This will give us two to three hours to go over the budget, covering its purpose, form, and content. Following this we will have our regular council meeting. Since we will be taking up much of the afternoon and evening, we will provide some salad, pizza, and refreshments towards the end of the budget session. More information is to come! Also note that the initial budget reviews that are conducted in May are not accompanied by the complete Budget Book. This instrument is based on final numbers and is published after adoption in its final form.

✓ **HOMETOWN DAYS PERMITS** (*Business Item*)

Included with the packet are the resolutions related to the Hometown Days events for 2023, with the exception of the 5K footrace. I have also included the applications for street use for the general grounds and parade. Insurance documents, property permission slips, and related documents will be collected and verified by staff as a condition of the approval.

An additional resolution is included for the traffic control barricade rental cost. The city has always absorbed the cost of the contracted cost for barricade rental and has formalized this contribution formally for the last five years via resolution. Prior to this, it was unclear if the cost was billable to Hometown Days or if it was a city cost. This practice resulted in the generation of invoices that were eventually written off as uncollectable. The solution is to have the city council affirm or deny the appropriation. I wrote a resolution in the affirmative to start since this conforms to prior year expectations. The cost is not expected to exceed approximately \$1,750.

Note that there are some changes to the event this year. While the parade is following the same route as last year, this is still relatively new. There were some issues with isolated residents in downtown last year. The committee is working with Metro to better communicate the parade route, day, and time, as well as options to exit the neighborhood for non-emergency means.

There have also been some notable safety issues. As discussed with the curfew ordinance amendment, the committee is instituting many changes. These include reduced hours, increased security, altered boundaries, new rules, applicable curfew, new lighting, and the elimination of some attractions. They are hopeful that these changes will greatly enhance safety at the event. For the first time, council may enact a temporary curfew for the festival in accordance with the amended ordinance. This resolution is included as well.

As usual, I expect Brenda to be in attendance to represent the Hometown Days Committee for questions. This is a long-standing and large event, with many supporters and detractors, benefits and costs. Overall, we have been able to manage essential services and facilities with small inconvenience on our part.

✓ **CLOSED SESSION (*Business Item*)**

The city has business to discuss related to a potential real property transaction or lease. This is a purpose permitted for discussion in a closed session, and I find it to be advisable to do so in this case. A resolution is included to move the council into a closed session for this purpose.

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).

Water Loss: Rob calculates our winter water loss to be around only 1%. This is incredibly good, with most cities between 5% and 15% of what is pumped not sold. We credit meter updates, sonic leak detection, and replacement main!

Sewer Backups and Rain: We had over five inches of rain during a recent 48 hour event. Despite that, our lift station was able to keep up admirably (we did need to adjust some programming for motor function). In addition, there were zero reported sewer backups related to the public mains!

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, April 24, 2023, 7:00 P.M.**

Motion No. 230424-4A **MINUTES – APRIL 10, 2023**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, April 10, 2023, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230424-4B **CLOSED SESSION MINUTES – APRIL 10, 2023**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Closed Session Council Meeting held Monday, April 10, 2023.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230424-5A **AGENDA APPROVAL – APRIL 24, 2023**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of April 24, 2023, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230424-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of April 24, 2023 including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

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

Resolution No. 230424-8A MASTER RESOLUTION TO APPROVE VARIOUS PERMITS RELATED TO THE 2023 HOMETOWN DAYS EVENTS

Motion by Councilmember: _____

WHEREAS, Swartz Creek Hometown Days organization is a recognized charitable entity that operates in Swartz Creek; and

WHEREAS, Hometown Days is seeking permits and approvals to operate an annual festival on private and public grounds within the city, including a parade, carnival, petting zoo, fireworks display, ‘beer tent’, food/drink vendors, a car show, and numerous other activities; and

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

WHEREAS, the Section 13.01.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 230424-8A1 through 230424-8A10, allowing for the various permits related to the annual Swartz Creek Hometown Days festival, to be held beginning Tuesday, May 30, 2023 and concluding on Monday, June 5, 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. 230424-8A1 HOMETOWN DAYS, STREET CARNIVAL, GENERAL STREET & PROPERTY USE PERMITS

I Move the City of Swartz Creek approve and authorize the Swartz Creek Hometown Days Committees’ application for street closing and City property use permits for the following locations:

1. Morrish between Miller and Ingalls-Wade, Carnival.
2. Holland between Miller and Ingalls, Public Safety Station.
3. City Lot located at the southwest corner of Miller and Morrish, Carnival.
4. Ingalls at Holland and Park Land located to the North and Northwest of the intersection of Morrish and Ingalls, Carnival.

5. City owned property, 4438 South Morrish Road.
6. City owned property, 4505 Fortino.
7. City owned property, Fortino (Branoff)
8. City owned property, 5012 Holland Drive (Holland Square)
9. Fire Hall out lot properties.
10. Use of DPW Yard and Generator (access subject to department).

Street and City property use, unless otherwise indicated, begins Tuesday, May 30, 2023 at 9:00 a.m. until Monday June 5, 2023 at 9:00 A.M., for the purpose of, and authorization to conduct a carnival, vendor/display areas, car show and or other similar events under 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. Written permission from deed holders of any private properties to be used and appropriate insurance certificates naming such parties as additional insured: City of Swartz Creek 8083 Civic Drive; Atkinson Construction 12568 Lansing Hwy, Durand; William Kincaid & Kincaid Properties 5086 South Morrish; St. Mary's Catholic Church 4413 Morrish Road; Pentecostal Church of God / Dan Rhanor / Family Worship Center 4484 Morrish & 4494 Morrish Road; Mark O'Brien 5099 South Morrish; Kallas Heating and Cooling 8077 Miller; Swartz Creek Schools 8354 Cappy (High School Middle School); Ashley Hotchkiss 8280 Crapo; Swartz Creek Area Fire Department; Rite – Aid 9090 Miller Road.
3. Sufficient number of portable bathrooms placed and located, and liter control program in accordance and under the approval of Director of Community Services.
4. 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. 230424-8A2 HOMETOWN DAYS, STREET USAGE PERMIT, MOTOR AND PEDESTRIAN PARADE

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committees' application for street closing / usage permit for Saturday, June 3, 2023 from 9:00 a.m. until 12:30 p.m. for purposes of conducting a parade, streets to be used include the high school performing arts center entrance, Miller Rd, Hayes Street, and Ingalls Street 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. No candy or other objects be thrown or handed from, to or at any vehicle, trailer, float, or similar, and further, that the Hometown Days Committee establish and maintain a list of all participants and/or entries in the parade that identifies a contact person, such contact to be informed by the Hometown Days Committee of the stipulation and motor vehicle code enforcement actions for violations thereof.
3. General approval, and under the direction and control of the Office of the Chief of Police.

Resolution No. 230424-8A3

HOMETOWN DAYS PERMIT, AERIAL FIREWORKS DISPLAY

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee's application for one fireworks aerial display to be held on Friday, June 2, 2023, at or shortly after dusk, with a cancellation date of Saturday, June 3, 2023, at or shortly after dusk, to be launched from properties directly west of the Swartz Creek Middle School Building, said properties owned by the Swartz Creek School District and Mr. Ashley, under the following stipulations and conditions:

1. Insurance certificate naming the City as insured in an amount to be determined adequate by the City Manager.
2. Written permission from the aforementioned parcel owners along with acceptable insurance certificates naming said parcel owners as additional insured parties, in an amount to be determined adequate by the City Manager.
3. Traffic Control Plan and administration by the Offices of Chief of Police and Director of Community Services.
4. Detailed Plan submitted to and approved by the Fire Chief.
5. All decisions concerning the event and cancellation thereof, if needed, under the direction and control of the Fire Chief.

Resolution No. 230424-8A4

HOMETOWN DAYS PERMIT, OPERATE ENTERTAINMENT TENT

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee application to operate an entertainment tent with the sale of beer and wine for consumption on the premises, along with live entertainment, to be held on Parcel No. 58-02-200-014, owned by William Kincaid and located 5086 Morrish Road, south of Wade Street, beginning Thursday, June 1, 2023 12:00 PM through Sunday, June 4, 2023, 9:30 PM, under the following stipulations:

1. Michigan Liquor Control Commission Approved Application with appropriate insurance in accordance with the rules of the L.C.C. and naming the City and all other property owners as additional insured parties, in an amount not less than \$1,000,000 (One Million Dollars).
2. Portable bathrooms appropriately located and litter control program in accordance and under the approval of Director of Community Services.
3. Traffic control and pedestrian safety plan in accordance with and under the approval of Office of Chief of Police.
4. Adherence to all L.C.C. stipulations and regulations, state and local laws.
5. No music after 11:00 p.m. Thursday, June 1, 2023 and after 1:30 a.m. on Friday, June 2, 2023 (Saturday Morning), and Saturday, June 3, 2023 (Sunday Morning), and Sunday, June 4, 2023, 9:30 PM.
6. Adequate security as approved by the Chief of Police.
7. Adherence to and under the direction and control of the Office of the Chief of Police.

Resolution No. 230424-8A5 HOMETOWN DAYS PERMIT, CEREMONIAL DISCHARGE OF A FIREARM

I Move the Swartz Creek City Council, pursuant to section 10-212(3) of the Code of Ordinances, approve and authorize the Swartz Creek Hometown Days Committee to discharge weapons as a part of a military concert and ceremonial military honor guard, to be held at the Swartz Creek High School’s outdoor football stadium, on Friday, June 2, 2023, at approximately 9:00 p.m., in conjunction with a concert and aerial fireworks display, with a backup rain date of Saturday, June 3, 2023 at approximately 10:00 p.m. under the following stipulations and conditions:

1. Insurance certificate naming the City as an additional insured party in an amount not less than \$1,000,000.00 (One Million Dollars).
2. The party(ies) discharging the weapon(s) must be a practicing military honor guard trained and capable in the handling of firearms.

Resolution No. 230424-8A6 HOMETOWN DAYS PERMIT, CEREMONIAL DISCHARGE OF A FIREARM

I Move the Swartz Creek City Council, pursuant to section 10-212(3) of the Code of Ordinances, approve and authorize the Swartz Creek Hometown Days Committee to discharge weapons in conjunction with a Parade and as a ceremonial military honor guard, to be held along Miller Road on Saturday, June 3, 2023, at approximately 10:00 A.M., under the following stipulations and conditions:

1. Insurance certificate naming the City as an additional insured party in an amount not less than \$1,000,000.00 (One Million Dollars).
2. The party(ies) discharging the weapon(s) must be a practicing military honor guard trained and capable in the handling of firearms.

Resolution No. 230424-8A7 WAIVER OF INSPECTION FEE, HOMETOWN DAYS COMMITTEE

I Move the City of Swartz Creek waive the permit fees for the temporary structure (trailer) and electrical permit inspection fees for the Swartz Creek Hometown Days Committee.

Resolution No. 230424-8A8 TRAFFIC CONTROL APPROPRIATION

I Move the City of Swartz Creek provide traffic control devices to ensure the safety of the public during the duration of the Swartz Creek Hometown Days event and hereby direct the Director of Public Works to order or supply barricades sufficient to do so at a cost not to exceed \$1,750, appropriated to the community promotions department of the general fund.

Resolution No. 230424-8A9 RESOLUTION TO APPROVE THE POSSESSION OF ANIMALS OTHERWISE PROHIBITED BY ORDINANCE

WHEREAS, the festival activities include various animal events and attractions that include animals that are prohibited without approval as outlined in Ordinance Section 3-1.; and

WHEREAS, the Hometown Days Chairperson requested the city council to affirm approval of certain animal events and activities as outlined in a letter dated March 30, 2023; and

WHEREAS, the City Council finds these activities to be in line with prior events and approvals as part of the routine functions of the festival.

NOW, THEREFORE, BE IT RESOLVED the Swartz Creek City Council hereby authorizes the Mulow exotic reptile show, Blueberry Hill Ponies, Comedy Farm Magic Show, Whispering Pines Mobile Farm/Petting Zoo, the Agricultural tent, and related features and animals to operate and be present within the city and for such operation to hereby be incorporated into the festival permit for Hometown Days.

Resolution No. 230424-8A10 RESOLUTION TO APPROVE A TEMPORARY SPECIAL EVENT CURFEW BY ORDINANCE

WHEREAS, Ordinance Section 10-310 provides provisions for a temporary curfew to be enforced for special events as deemed necessary by the City Council; and

WHEREAS, the Hometown Days Committee is enforcing a curfew on the grounds of the festival and requests that public grounds adjacent to the festival also enforce such an ordinance; and

WHEREAS, the City Council finds that a curfew that mirrors the special event curfew will protect the health, safety, and welfare of the public as outlined in Ordinance Section 10-310.

NOW, THEREFORE, BE IT RESOLVED the Swartz Creek City Council hereby authorizes the enforcement of a temporary Special Event Curfew to commence at 7:00 p.m on Thursday, June 1, 2023 through 6:00 a.m. on Sunday, June 4, 2023.

BE IT FURTHER RESOLVED that the area designated for the Special Event Curfew shall match that of the outer boundaries of the Swartz Creek Downtown Development Authority, as indicated in the 2022 Downtown Development Plan.

BE IT FURTHER RESOLVED that the City Clerk shall post notice of this curfew, including a map at the city offices and in a newspaper of general circulation.

Resolution No. 230424-8B RESOLUTION TO APPROVE COMMISSION APPOINTMENT

Motion by Councilmember: _____

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

WHEREAS, there exist a vacancy in such a position; and

WHEREAS, said appointment is a Mayoral appointment, subject to affirmation of the City Council.

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

#230424-8B1 **MAYOR APPOINTMENT:** **Angela Ritter**
Park Board
Remainder of Three year term, expiring December 31, 2024

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230424-8C RESOLUTION TO ENTER CLOSED SESSION TO CONSIDER PROPERTY TRANSACTION (ROLL CALL VOTE)

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek has potential business concerning the transaction or lease of real property, and;

WHEREAS, the MCL 15.268(d) permits a governing body to enter a closed session to consider the purchase or lease of real property up to the time an option to purchase or lease that property is obtained.

NOW THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council exit the regular session of the city council and enter into a closed session for the purpose of discussion related to the consideration of the purchase or lease of real property.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230424-8D RESOLUTION TO ENTER INTO REGULAR COUNCIL MEETING SESSION

Motion by Councilmember: _____

I Move the Swartz Creek City Council enter back into regular council meeting session.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230424-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of April 24, 2023.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 04/10/2023**

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, Henry.

Councilmembers Absent: Knickerbocker.

Staff Present: City Manager Adam Zettel, Clerk Connie Olger, City Attorney Chris Stritmatter, Economic & Community Development Director Samantha Fountain.

Others Present: Marianne McLanahan, Judy Russell, Jim Barclay, Metro PD Chief Bade.

Others Virtually Attended: Lania Rocha.

EXCUSE COUNCILMEMBER KNICKERBOCKER

Resolution No. 230410-01

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council excuse Councilmember Knickerbocker.

YES: Unanimous Voice Vote.
NO: None. Motion declared carried.

APPROVAL OF MINUTES

Resolution No. 230410-02

(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 March 27, 2023, to be circulated and placed on file.

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

NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 230410-03

(Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as printed for the Regular Council Meeting of April 10, 2023, to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 230410-04

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of April 10, 2023, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

Judy Russell 5122 McLain Street, spoke of her concerns of the speeding in the city , especially Ingalls, McLain & Fairchild. While on her routine walk with her dog, her dog was almost hit due to someone running a stop sign. She would like to see if something could be done before someone gets hurt. She also commented that she had fallen on a sidewalk downtown due to snow/ice. Mayor Krueger responded that there is a city ordinance in place for snow/ice removal. Mr. Zettel asked that she take his card and contact him if she has any future issues.

Marrienne McLanahan 5070 McLain Street, wanted to know when additional speed limit signs would be added to Ingalls to help slow down traffic.

COUNCIL BUSINESS:

RESOLUTION TO BID RECEIVED BY THE GENESEE COUNTY ROAD COMMISSION FOR COOPERATIVE BRIDGE MAINTENANCE WORK

Resolution No. 230410-05

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Henry

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

WHEREAS, Rowe Professional Services Company inspected the Elms Road bridge and determined that an epoxy overlay of the deck and other work needed to be completed; and

WHEREAS, the Genesee County Road Commission is engaging in such work at a large scale, and the city finds it to be in the best interest of the public to cooperate in the cooperative bid as offered by the GCDC; and

WHEREAS, the City of Swartz Creek approved a Local Road Agreement with Genesee County Road Commission for the Elms Road Bridge, as included in the March 14, 2022 city council packet; and

WHEREAS, the bids received for such work are in and are about 30% higher than expected, resulting in the need for the City to affirm participation in the agreement; and

WHEREAS, the City of Swartz Creek finds that the services are still competitive, valuable and affordable.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek approves participation in the bridge maintenance services at the new price of \$32,399.35, plus engineer and related expenses, as included in the April 10, 2023 city council packet.

BE IT FURTHER RESOLVED, that the City Council directs the City Manager to execute the project agreement bid obligation form as included in the April 10, 2023 city council packet.

Discussion Ensued.

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

RESOLUTION TO APPROVE DONATION OF A LITTLE LIBRARY AT HOLLAND SQUARE

Resolution No. 230410-06

(Carried)

Motion by Councilmember Gilbert
Second by Mayor Pro Tem Hicks

WHEREAS, the city owns, operates, and maintains a system of parks, recreation facilities, and other public spaces; and

WHEREAS, the city constructed Holland Square as a multi-purpose public space in downtown that provides parking, as well as a base of operations for special events; and

WHEREAS, Holland Square is considered a visible and accessible space for the public; and

WHEREAS, the GFWC Swartz Creek Women's Club desires to donate a little library to the community and believes that the landscape island in the north east corner of Holland Square is a safe, visible, and appropriate space for such a feature; and

WHEREAS, the city park board, at their regular meeting on March 21, 2023, deliberated the opportunity and recommends approval of a Little Library for either the Michael R. Shumaker Bicentennial Park or Holland Square.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council hereby authorizes acceptance and installation of the Little Library as well as any contributions from the public towards the same.

BE IT FURTHER RESOLVED that the City of Swartz Creek City Council authorizes and directs the DPW to assist with the installation of the Little Library.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

None.

RESOLUTION TO ENTER CLOSED SESSION TO CONSIDER PROPERTY TRANSACTION (ROLL CALL VOTE)

Resolution No. 230410-07

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Gilbert

WHEREAS, the City of Swartz Creek has potential business concerning the transaction or lease of real property, and;

WHEREAS, the MCL 15.268(d) permits a governing body to enter a closed session to consider the purchase or lease of real property up to the time an option to purchase or lease that property is obtained.

NOW THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council exit the regular session of the city council and enter into a closed session for the purpose of discussion related to the consideration of the purchase or lease of real property.

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

Reconvened Open Session at 9:01 p.m.

RESOLUTION TO HAVE ATTORNEY RECEIVE AN OFFER

Resolution No. 230410-09

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Henry

I Move the Swartz Creek City Council to have attorney receive an offer from the seller.

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

REMARKS BY COUNCILMEMBERS:

Councilmember Cramer is looking forward to the Chief's cooking event. The Masonic Temple will be honoring Boots Abrams next year for a guest reward.

Councilmember Gilbert commented that the Masonic Temple will be having a Mother's Day Breakfast.

Mayor Pro Tem Hicks is concerned about the speeding on the back roads. She would like to look at different options to slow down vehicles. We need a plan.

Councilmember Spillane likes the idea of the signage or road decaling to help with the speeding on Ingalls.

Mayor encouraged everyone to get outside and enjoy the sunshine and warm weather.

Councilmember Gilbert commented that with the warm weather the motorcycles are out.

ADJOURNMENT

Resolution No. 230410-10

(Carried)

Motion by Councilmember Gilbert

Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular meeting at 9:13 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK
PERIOD ENDING 03/31/2023

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund					
Revenue					
000.000 - General	2,697,088.00	2,701,502.11	2,125,172.43	576,329.68	78.67
172.000 - Executive	0.00	0.00	367.04	(367.04)	100.00
301.000 - Police Dept	4,500.00	4,708.00	6,206.37	(1,498.37)	131.83
345.000 - PUBLIC SAFETY BUILDING	23,700.00	23,700.00	18,787.31	4,912.69	79.27
371.000 - Building/Zoning/Planning	53,500.00	53,936.75	47,129.60	6,807.15	87.38
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	5,791.14	3,430.38	62.80
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	2,101.00	0.00	100.00
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	5,319.31	4,689.59	53.15
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	7,945.00	4,755.00	62.56
786.000 - Non-Motorized Trailway	700,000.00	700,000.00	674,435.82	25,564.18	96.35
790.000 - Facilities-Senior Center/Libr	5,300.00	5,300.00	4,021.44	1,278.56	75.88
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	2,942,705.46	629,362.82	
Expense					
000.000 - General	13,580.00	13,580.00	10,138.95	3,441.05	74.66
101.000 - Council	23,484.73	23,228.17	19,014.59	4,213.58	81.86
172.000 - Executive	161,084.00	163,290.56	111,835.30	51,455.26	68.49

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
215.000 - Administration and Clerk	31,156.00	31,156.00	20,518.01	10,637.99	65.86
228.000 - Information Technology	20,080.00	20,080.00	19,455.37	624.63	96.89
247.000 - Board of Review	3,163.00	3,163.00	2,147.72	1,015.28	67.90
253.000 - Treasurer	107,712.00	107,833.74	80,110.99	27,722.75	74.29
257.000 - Assessor	58,507.00	58,507.00	28,382.36	30,124.64	48.51
262.000 - Elections	42,625.00	51,197.00	43,897.51	7,299.49	85.74
265.000 - Facilities - City Hall	49,785.00	49,785.00	12,241.32	37,543.68	24.59
266.000 - Legal Council	18,500.00	18,500.00	8,485.50	10,014.50	45.87
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	14,876.52	9,123.48	61.99
301.851 - Retiree Employer Health Care PSFY	28,004.30	28,004.30	23,457.93	4,546.37	83.77
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	152,449.89	28,427.11	84.28
345.000 - PUBLIC SAFETY BUILDING	50,878.30	72,878.30	59,939.34	12,938.96	82.25
371.000 - Building/Zoning/Planning	118,653.00	128,653.00	75,109.30	53,543.70	58.38
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	63,132.91	42,867.09	59.56
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	2,101.00	0.00	100.00
728.000 - Economic Development	650.00	10,025.00	35.90	9,989.10	0.36

GL NUMBER	2022-23	2022-23	YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	AMENDED BUDGET			
780.000 - Parks & Recreation	6,256.77	22,264.57	20,506.89	1,757.68	92.11
780.500 - Mundy Twp Park Services	9,138.00	9,138.00	5,095.95	4,042.05	55.77
782.000 - Facilities - Abrams Park	98,420.82	98,711.40	20,198.77	78,512.63	20.46
783.000 - Facilities - Elms Rd Park	239,933.00	185,433.00	77,793.34	107,639.66	41.95
786.000 - Non-Motorized Trailway	909,488.00	916,249.00	748,550.62	167,698.38	81.70
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	19,879.20	14,494.38	57.83
794.000 - Community Promotions Program	52,814.00	52,814.00	40,301.07	12,512.93	76.31
797.000 - Facilities - City Parking Lots	11,715.00	66,215.00	3,276.67	62,938.33	4.95
851.000 - Retired Employee Health Care	26,550.00	26,550.00	13,715.67	12,834.33	51.66
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	2,720,420.34	1,152,287.94	
Fund 101 - General Fund:					
TOTAL REVENUES	3,618,644.92	3,572,068.28	2,942,705.46	629,362.82	82.38
TOTAL EXPENDITURES	3,808,808.16	3,872,708.28	2,720,420.34	1,152,287.94	70.25
NET OF REVENUES & EXPENDITURES	(190,163.24)	(300,640.00)	222,285.12	(522,925.12)	
Fund 202 - Major Street Fund					
Revenue					
000.000 - General	553,070.00	803,287.45	598,908.72	204,378.73	74.56
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	624,877.83	287,269.45	
Expense					
228.000 - Information Technology	1,100.00	1,100.00	1,171.63	(71.63)	106.51
429.000 - Occupational Safety	0.00	147.20	191.57	(44.37)	130.14

GL NUMBER	2022-23	2022-23	YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	AMENDED BUDGET			
441.000 - Miller Rd Park & Ride	5,822.00	5,822.00	3,117.52	2,704.48	53.55
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	67,130.86	250,711.14	21.12
463.000 - Routine Maint - Streets	389,213.00	638,713.00	368,025.34	270,687.66	57.62
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	35,724.36	3,488.64	91.10
478.000 - Snow & Ice Removal	53,515.00	53,515.00	51,042.26	2,472.74	95.38
482.000 - Administrative	15,382.00	15,382.00	11,268.06	4,113.94	73.25
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	639,710.49	691,157.83	
Fund 202 - Major Street Fund:					
TOTAL REVENUES	649,304.83	912,147.28	624,877.83	287,269.45	68.51
TOTAL EXPENDITURES	1,019,192.00	1,330,868.32	639,710.49	691,157.83	48.07
NET OF REVENUES & EXPENDITURES	(369,887.17)	(418,721.04)	(14,832.66)	(403,888.38)	
Fund 203 - Local Street Fund					
Revenue					
000.000 - General	173,525.00	302,856.79	237,762.09	65,094.70	78.51
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	237,762.09	381,494.70	
Expense					
228.000 - Information Technology	850.00	850.00	1,171.63	(321.63)	137.84

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
429.000 - Occupational Safety	0.00	181.04	196.84	(15.80)	108.73
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	318.86	1,181.14	21.26
455.000 - Local Street Projects	340,990.00	340,990.00	63,493.25	277,496.75	18.62
463.000 - Routine Maint - Streets	167,771.00	296,771.00	174,349.82	122,421.18	58.75
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	11,644.16	6,989.16	62.49
478.000 - Snow & Ice Removal	39,561.00	39,561.00	32,187.30	7,373.70	81.36
482.000 - Administrative	11,535.00	11,535.00	8,451.00	3,084.00	73.26
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	350,118.39	440,259.71	
Fund 203 - Local Street Fund:					
TOTAL REVENUES	489,925.00	619,256.79	237,762.09	381,494.70	38.39
TOTAL EXPENDITURES	608,766.00	790,378.10	350,118.39	440,259.71	44.30
NET OF REVENUES & EXPENDITURES	(118,841.00)	(171,121.31)	(112,356.30)	(58,765.01)	
Fund 204 - MUNICIPAL STREET FUND					
Revenue					
000.000 - General	720,548.00	720,548.00	699,633.24	20,914.76	97.10
TOTAL REVENUES	720,548.00	720,548.00	699,633.24	20,914.76	
Expense					
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	699,633.24	20,914.76	97.10
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	689,376.52	(439,230.52)	

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 226 - Garbage Fund					
Revenue					
000.000 - General	445,285.00	446,167.91	441,967.67	4,200.24	99.06
TOTAL REVENUES	445,285.00	446,167.91	441,967.67	4,200.24	
Expense					
101.000 - Council	3,898.13	3,996.13	3,318.35	677.78	83.04
172.000 - Executive	9,158.50	9,158.50	7,359.48	1,799.02	80.36
215.000 - Administration and Clerk	2,159.00	2,159.00	1,561.57	597.43	72.33
228.000 - Information Technology	2,180.00	2,180.00	1,939.04	240.96	88.95
253.000 - Treasurer	19,355.60	19,386.03	10,813.89	8,572.14	55.78
265.000 - Facilities - City Hall	4,963.00	4,963.00	2,998.67	1,964.33	60.42
528.000 - Sanitation Collection	324,619.00	324,619.00	207,751.75	116,867.25	64.00
530.000 - Wood Chipping	68,107.50	68,107.50	34,045.46	34,062.04	49.99
782.000 - Facilities - Abrams Park	12,645.00	12,645.00	10,046.04	2,598.96	79.45
783.000 - Facilities - Elms Rd Park	17,281.00	17,281.00	11,878.72	5,402.28	68.74
TOTAL EXPENDITURES	464,366.73	464,495.16	291,712.97	172,782.19	
Fund 226 - Garbage Fund:					
TOTAL REVENUES	445,285.00	446,167.91	441,967.67	4,200.24	99.06
TOTAL EXPENDITURES	464,366.73	464,495.16	291,712.97	172,782.19	62.80
NET OF REVENUES & EXPENDITURES	(19,081.73)	(18,327.25)	150,254.70	(168,581.95)	
Fund 248 - Downtown Development Fund					
Revenue					
000.000 - General	100,004.00	100,004.00	108,898.32	(8,894.32)	108.89
TOTAL REVENUES	100,004.00	100,004.00	108,898.32	(8,894.32)	
Expense					
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

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
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	108,898.32	(8,894.32)	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	50,094.68	(43,090.47)	
Fund 402 - Fire Equip Replacement Fund					
Revenue					
000.000 - General	75.00	75.00	1,025.40	(950.40)	1,367.20
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	156,025.40	(950.40)	
Expense					
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	156,025.40	(950.40)	100.61
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)	10,155.90	(470,243.40)	
Fund 590 - Sanitary Sewer Fund					
Revenue					
000.000 - General	600.00	2,753.22	8,730.44	(5,977.22)	317.10
536.000 - Sewer System	1,301,140.00	1,301,140.00	1,025,720.77	275,419.23	78.83
TOTAL REVENUES	1,301,740.00	1,303,893.22	1,034,451.21	269,442.01	
Expense					
101.000 - Council	13,195.82	13,270.23	8,315.35	4,954.88	62.66
172.000 - Executive	34,242.00	34,242.00	29,983.25	4,258.75	87.56
215.000 - Administration and Clerk	10,082.50	10,082.50	7,614.01	2,468.49	75.52
228.000 - Information Technology	8,290.00	8,290.00	5,611.99	2,678.01	67.70
253.000 - Treasurer	63,194.00	63,270.09	54,272.60	8,997.49	85.78
265.000 - Facilities - City Hall	9,013.00	9,787.02	7,454.20	2,332.82	76.16

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
536.000 - Sewer System	1,151,619.59	1,155,019.59	469,125.88	685,893.71	40.62
537.000 - Sewer Lift Stations	13,098.00	13,098.00	7,390.05	5,707.95	56.42
542.000 - Read and Bill	48,097.00	48,097.00	47,820.94	276.06	99.43
543.310 - Sewer District Rehabilitation	0.00	161.00	0.00	161.00	0.00
543.400 - Reline Existing Sewers	400,000.00	678,381.90	0.00	678,381.90	0.00
543.401 - Flush & TV Sewers	250,000.00	0.00	0.00	0.00	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	2,041,699.33	637,588.27	1,404,111.06	
Fund 590 - Sanitary Sewer Fund:					
TOTAL REVENUES	1,301,740.00	1,303,893.22	1,034,451.21	269,442.01	79.34
TOTAL EXPENDITURES	2,008,831.91	2,041,699.33	637,588.27	1,404,111.06	31.23
NET OF REVENUES & EXPENDITURES	(707,091.91)	(737,806.11)	396,862.94	(1,134,669.05)	
Fund 591 - Water Supply Fund					
Revenue					
000.000 - General	1,100.00	4,293.91	10,351.13	(6,057.22)	241.07
540.000 - Water System	2,265,370.00	2,265,370.00	1,713,064.77	552,305.23	75.62
543.230 - Water Main Repair USDA Grant	0.00	661,538.91	597,638.81	13,900.10	97.73
TOTAL REVENUES	2,266,470.00	2,881,202.82	2,321,054.71	560,148.11	
Expense					
101.000 - Council	13,195.82	13,270.82	8,319.81	4,951.01	62.69
172.000 - Executive	34,344.00	34,344.00	30,565.17	3,778.83	89.00
215.000 - Administration and Clerk	10,007.50	10,007.50	7,611.77	2,395.73	76.06
228.000 - Information Technology	5,800.00	5,800.00	5,611.99	188.01	96.76
253.000 - Treasurer	82,499.50	82,575.59	45,100.46	37,475.13	54.62
265.000 - Facilities - City Hall	8,739.00	8,739.00	7,561.31	1,177.69	86.52
540.000 - Water System	2,397,276.40	2,399,976.40	1,260,236.71	1,139,739.69	52.51

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
542.000 - Read and Bill	50,310.00	50,310.00	29,977.80	20,332.20	59.59
543.230 - Water Main Repair USDA Grant	20,000.00	641,650.75	608,028.15	33,622.60	94.76
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	3,325,401.95	2,042,852.92	1,282,549.03	
Fund 591 - Water Supply Fund:					
TOTAL REVENUES	2,266,470.00	2,881,202.82	2,321,054.71	560,148.11	80.56
TOTAL EXPENDITURES	2,673,985.22	3,325,401.95	2,042,852.92	1,282,549.03	61.43
NET OF REVENUES & EXPENDITURES	(407,515.22)	(444,199.13)	278,201.79	(722,400.92)	
Fund 661 - Motor Pool Fund					
Revenue					
000.000 - General	167,355.00	168,611.66	116,604.79	52,006.87	69.16
TOTAL REVENUES	167,355.00	168,611.66	116,604.79	52,006.87	
Expense					
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	897.15	(137.15)	118.05
253.000 - Treasurer	2,325.00	2,325.00	1,818.22	506.78	78.20
265.100 - Facilities - City Garage	335,386.00	455,840.54	76,558.11	379,282.43	16.79
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	89,128.10	385,037.44	
Fund 661 - Motor Pool Fund:					
TOTAL REVENUES	167,355.00	168,611.66	116,604.79	52,006.87	69.16
TOTAL EXPENDITURES	353,711.00	474,165.54	89,128.10	385,037.44	18.80
NET OF REVENUES & EXPENDITURES	(186,356.00)	(305,553.88)	27,476.69	(333,030.57)	

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
PARK AND RECREATION ADVISORY BOARD
MINUTES OF REGULAR MEETING
PAUL D. BUECHE MUNICIPAL BUILDING
APRIL 18, 2023

Meeting called to order at 5:43 p.m. by Chairperson Barclay

Members Present: Sandi Brill, Mark Gonyea, Jim Barclay, Edmund Bosas, George Hicks,
Samantha Fountain, Connie Olger, Trudy Plumb .

Members Absent: Vacant.

Staff Present: Adam Zettel, Rob Bincsik.

Others Present: Nate Henry, Robert Oakman, Dale Gentle, Ken Brill, Boots Abrams.

Virtually Present: Lania Rocha.

APPROVAL OF AGENDA: Motion by Brill to approve the agenda as of April 18, 2023, support by
Fountain.

Unanimous Voice Vote.
Motion Declared Carried.

APPROVAL OF MINUTES: Motion by Gonyea to approve minutes of March 21, 2023 meeting,
support by Plumb.

Unanimous Voice Vote.
Motion Declared Carried.

MEETING OPEN TO THE PUBLIC: None.

COMMUNICATIONS TO THE BOARD:

- A. March 21, 2023 Minutes
- B. Staff Letter
- C. Abrams Park Aerial

REPORTS:

- A. DPW Director & City Manager: Mr. Zettel SRTS project has started successfully with the tree removal and clearing. Otterburn disc golf group working on the course. Kildee's office submitted our project to appropriations. The little library donation was approved by the council. We haven't heard anything back regarding the Recreation Passport Grant. Robert Bincsik remarked all of Abrams Park pavilions will have electricity, we are working on it now. Restrooms at the parks will be open once the

temperature goes up. Replaced a hand dryer at Abrams Park restroom, expanded parking area at Elms Park and signs at both parks are ready to be installed.

BUSINESS:

- A. Abrams Park & Whitney Court: Mr. Zettel spoke of the Phase II USDA watermain replacement project, and it coincides with the reconstruction of Whitney Ct. This allows the city some possibilities to increase usage of the west/south end of Abrams Park by having Whitney Ct. lead into a parking area in the park. Or we can just have a single driveway access for the one resident on Whitney Ct. Letters were sent to adjacent residents within 300 feet of this area for their input.

Resident on Whitney Ct. would like to see the option of the parking lot added. Resident on Winshall would like to see it kept the same with no parking lot and leaving it all greenspace.

Boardmembers Brill & Gonyea would like to see that area used by residents. Maybe adding other features would increase the activity at that end of the park.

Mr. Zettel suggested having a gate at that entrance like the one at Elms Park.

Motion by Fountain recommend putting in a small parking lot with 20 spots that is gated, support by Gonyea.

Discussion Ensued.

Yes: Bosas, Hicks, Fountain, Olger, Plumb, Brill, Gonyea, Barclay.

No: None.

Motion Declared Carried.

- B. Kiwanis Report: Boardmember Brill spoke to the Kiwanis about the sandbox and the digger in the sandbox needing to be replaced. Kiwanis is considering purchasing a new sandbox along with a tabletop for ADA and digger. She will keep the board updated.

C. Vice Chair Selection:

Boardmember Brill nominated Boardmember Gonyea, seconded by Boardmember Plumb.

Boardmember Barclay nominated Boardmember Bosas seconded by Boardmember Fountain.

Motion by Brill to accept donation of the little library from the Women's Club , support by Fountain.

Vote to elect Vice Chair

Boardmember Hicks:	Bosas
Boardmember Fountain:	Bosas
Boardmember Olger:	Bosas
Boardmember Plumb:	Gonyea
Boardmember Brill:	Gonyea
Boardmember Gonyea:	Gonyea
Boardmember Barclay:	Bosas
Boardmember Bosas:	Bosas

Elected: Bosas
Motion Declared Carried.

MEETING OPEN TO PUBLIC:

None.

BOARD MEMBER COMMENTS:

Boardmember Bosas thinks we made a good choice on the parking lot, and this could lead to other opportunities down the road.

Boardmember Plumb thinks the board needs to stop this tug a war between Abrams & Elms Park and look at both parks and decide on a project for each one and take it from there.

Motion by Plumb, adjourn the meeting, support by Hicks.

Unanimous Voice Vote.
Motion Declared Carried.

ADJOURNMENT: Meeting adjourned at 6:33 p.m.

NEXT MEETING: May 16, 2023, 5:30 p.m.

Connie Olger, Secretary

City of Swartz Creek Named as Finalist in the Consumers Energy Foundation's "Put Your Town on the Map" Pitch Competition

City of Swartz Creek one of top 10 communities selected for a chance to receive grant funding to support community project

Swartz Creek, Mich., April, 20th 2023 -- The Consumers Energy Foundation and the Rural Partners of Michigan have selected Swartz Creek as one of the top ten finalists for the 2023 Put Your Town on the Map pitch competition. The contest provides grant dollars for projects that aim to help small communities in Michigan grow and thrive.

Swartz Creek's project is a Scale Model Solar System, spread throughout the city's new walking trails. This project will be something that residents and visitors alike find memorable, and will allow for collaborations with schools and other educational or non-profit organizations. The overall goal of the project is to create a greater sense of place and community by adding a unique feature to Swartz Creek that all can enjoy.

As one of the ten finalists, the City of Swartz Creek will next present their idea at the Small Town and Rural Development Conference in June. There, a panel of judges will select the top three winners who will receive grants worth \$25,000, \$15,000 and \$10,000, respectively.

"This year we received so many creative and unique ideas for the Put Your Town on the Map contest, and the ten we selected we believe will really help Michigan's communities grow and thrive," said **Carolyn Bloodworth, secretary/treasurer of the Consumers Energy Foundation**. "We are excited to see the top ten presentations at this year's conference and narrow it down to the three winners. Ideas like these will help Michigan continue to be a wonderful place to live, work, and play."

"Trails bring a great opportunity into the community for passive recreation and wellness. Being able to incorporate the outdoors with an interactive and educational asset like this will bring further enjoyment and wonder to the great families of our community" said Adam Zettel, City Manager of Swartz Creek.

The Put Your Town on the Map competition aims to reward original ideas that attract visitors to downtowns, focus on housing, education or employment, create community pride and more.

Consumers Energy started the competition in 2019. [In 2022, grant dollars were awarded to the city of Big Rapids for a skatepark project, to Gaylord to develop a new art corridor, and to Hart to support their new initiative called The Hart Project.](#)

The [Consumers Energy Foundation](#) is the charitable arm of Consumers Energy, Michigan's largest energy provider. The Foundation contributes to the growth and

strengthening of Michigan communities by investing in what's most important — our people, our planet and Michigan's prosperity. In 2022, the Consumers Energy Foundation, Consumers Energy, its employees and retirees contributed over \$19 million to Michigan nonprofits. For more information, visit www.ConsumersEnergy.com/foundation.

Consumers Energy, Michigan's largest energy provider, is the principal subsidiary of CMS Energy (NYSE: CMS), providing natural gas and/or electricity to 6.7 million of the state's 10 million residents in all 68 Lower Peninsula counties.



April 17, 2023

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

Dear City Council,

In regard to the City of Swartz Creek paperwork required to be submitted for the Swartz Creek Hometown Days Festival, June 1 – 4, 2023 to be held at 5086 Morrish Rd (Kincaid Field) in Swartz Creek MI, we have not enclosed insurance copies for, Blueberry Hill Ponies Rides and The Comedy Farm Magic Show. Once we receive a copy of their insurances, we will forward it to the City of Swartz Creek.

Hometown Days has not received approval for fireworks from the Fire Chef, as he is on vacation. Once he returns, we will ask for approval and then provide a copy to the City of Swartz Creek.

If you have any questions, please feel free to contact me.

Thank you for your understanding,

A handwritten signature in black ink, appearing to read "Susan Mesack", written over a white background.

Susan Mesack, CMP, CTA
Vice President/Logistics

PO Box 271 • Swartz Creek MI 48473 • 810-618-2452
www.swartzcreekhometowndays.org
Member: Michigan Festivals and Events Association
Michigan Association Fairs and Exhibitions

March 30th, 2023



Swartz Creek City Council:

Hometown days (a501C (3) organization) has been a consistent positive influence in the community for more than 30 years. No other activity impacts as many people as the annual summer kickoff event where not only many of the city residents participate but we also host thousands of visitors. We have enjoyed a great working relationship with every department in the city government, we have prided ourselves in being good `citizens` by helping to raise money by supporting nonprofits, business, and our local schools along with our fire department in our community.

To ensure a safe and successful event, Swartz Creek hometown days wants to insure you that we are taking all steps necessary to make sure all our guests and volunteers are kept safe by following all state and local mandates. We would like to request the support of the City of Swartz Creek in the form of providing appropriate traffic control structures with setup before, during and after our festival activities June 1st through June -4th, 2023.

The cost has been incurred by the city in the past, we understand there may be changes but we are requesting the process stay the same as in the past.

Sincerely,

Brenda Huyck

President

Swartz Creek Hometown Days



Adam Zettel and Swartz Creek City Council:

3-30-23

We, the Swartz Creek Hometown Days committee, all volunteers, request a temporary exception to the Swartz Creek, MI Code of Ordinances **Section 3-1**. This ordinance states. "Keeping of certain animals prohibited. It shall be unlawful to keep, harbor, own, or in any way possess within the corporate limits of the City of Swartz Creek unless specifically authorized by an act of federal, state, or city government..."

We are requesting an exception to these ordinances regarding the Swartz Creek Hometown Days festival that is being held June 1st through June 4th. We are wishing to bring back the Whispering pines Mobile Farm/Petting Zoo. Agricultural tent. Mulow exotic reptile show. These animals will be present during the entirety of the Swartz Creek Hometown day's festival. The animals that will be present during this time are snakes, lizards, Camel, pigs, chickens, goats, cows, with other traditional farm animals in the Agricultural tent. These animals will be always contained and be under the supervision and protection of their handlers.

We also would like to implement the city ordinance **Section 10-310- Special Events Curfew for Minors**. This ordinance states: The presence of Unsupervised minors 17 or under at special public events within the city creates a nuisance and health and safety hazard. We will have this posted throughout all areas of the festival with it being posted on all social media.

Our goal is and always has been to create a safe, fun, family friendly, educational experience for the thousands of visitors that visit this festival each year. Thank you for your consideration in this request and we look forward to seeing you all at Swartz Creek Hometown Days!

Sincerely,

Brenda Huyck
President

Swartz Creek Hometown Days



March 30th, 2023

To: City of Swartz Creek,

As it is marked on the map in the paperwork of city closures that we would like to continue to have the extra 500ft of walkway on Morrish Rd to the Kincaid property. We also ask for the left side of Fortino Dr next to the post office which is city property.

We would also like continued permission to have access to DPW area for trash disposal, Golf cart storage and keys to outside gate and building in the evening. We would also like to request that, if possible, the city order large trash containers (30 yards) through GFL for us to have on site at DPW with 6 boxes of trash bags to be used throughout the whole weekend.

If you have any Questions, please feel free to contact me.

Thank you for your time.

Brenda Huyck

President

Swartz Creek Hometown days

810-922-7756

Phone: (810) 635-4464

Fax: (810) 635-2887



Where Friendships Last Forever

City of Swartz Creek Municipal Property Reservation Application

Date of Reservation: 5-30-23 to 6-5-23 Reservation location: See Page 2

One time event

Recurring event

Name of Responsible Party: Swartz Creek Hometown Days

Address: PO Box 271 Phone: 810-618-2452

City: Swartz Creek Zip Code: 48473

Nature of Activity: Festival Approx. # Attendees 40,000

Arrival Time: 9:00am Departure Time: 11:00pm

Responsible Party Signature: _____ Susan Mesack, Vice President

E-Mail Address: smesack@comcast.net

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: Yes

IF THERE ARE PROBLEMS DURING THE EVENT CONTACT 911.

City Official _____
City Council Packet

Date April 24, 2023

Please use this page for any additions or details.

City of Swartz Creek Public Spaces Reserved

1. Morrish between Miller and Ingalls-Wade - Carnival
2. Holland between Miller and Ingalls - Public Safety Station
3. City lot located at the southwest corner of Miller and Morrish - Carnival
4. Ingalls at Holland and Park Land located to the north and northwest of the intersection of Morrish and Ingalls - Carnival
5. City owned property, 4438 South Morrish Rd
6. City owned property, 4505 Fortino
7. City owned property, Fortino (Branoff)
8. City owned property, 5012 Holland Drive
9. Fire Hall out lot properties
10. Use of DPW Yard and Generator (access subject to department)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/13/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Blackmore-Rowe Insurance, 810-720-8244
CONTACT NAME: Shelly Horkey
PHONE: 810-720-8244
INSURER A: West Bend Insurance Company, NAIC #: 15350

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

Table with columns: INSR LTR, TYPE OF INSURANCE, POLICY NUMBER, POLICY EFF, POLICY EXP, LIMITS. Includes Commercial General Liability, Automobile Liability, Umbrella Liab, Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER

CANCELLATION

CITOWSW
City of Swartz Creek
8095 Civic Dr
Swartz Creek, MI 48473

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE: Jamie Youngston, James N. Youngston



RESOLUTION # _____

CITY OF SWARTZ CREEK STREET CLOSURE/USE APPLICATION

DATE OF REQUEST: 4-13-23

SPONSOR ORGANIZATION: Swartz Creek Hometown Days

AUTHORIZED REPRESENTATIVE: Susan Mesack

WORK ADDRESS: PO Box 271, Swartz Creek HOME ADDRESS: 5295 Daval Dr, Swartz Creek

PHONE NO: WORK () 810-618-2452 HOME: () _____ CELL: () 989-445-0505

EMAIL ADDRESS: smesack@comcast.net

TYPE OF EVENT: (check box)

PARADE ** (Draw Route on Attached Map)

CARNIVAL

FOOT/BIKE RACE

CRAFT SHOW

CONCERT

OTHER: _____

DATE OF EVENT: 6 / 3 / 23

TIME OF EVENT: FROM: 10:00 AM PM TO: 2:00 AM PM

ESTIMATED NUMBER OF PARTICIPANTS: 10,000

DESCRIPTION OF EVENT; NOTE STREETS REQUESTED TO BE CLOSED/USED:

Coming out of driveway of Swartz Creek High School PAC, east on Miller Rd, south on Hayes, west on Ingalls, south on School St west on Ingalls, south on Fairchild, west on Cappy Lane, ending at Swartz Creek High School Parking Lot

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: Swartz Creek Hometown Days
(Organization)

BY: Susan Mesack, Vice President/Logistics
(Authorized Representative)

APPROVED BY: [Signature]
(Chief of Police)

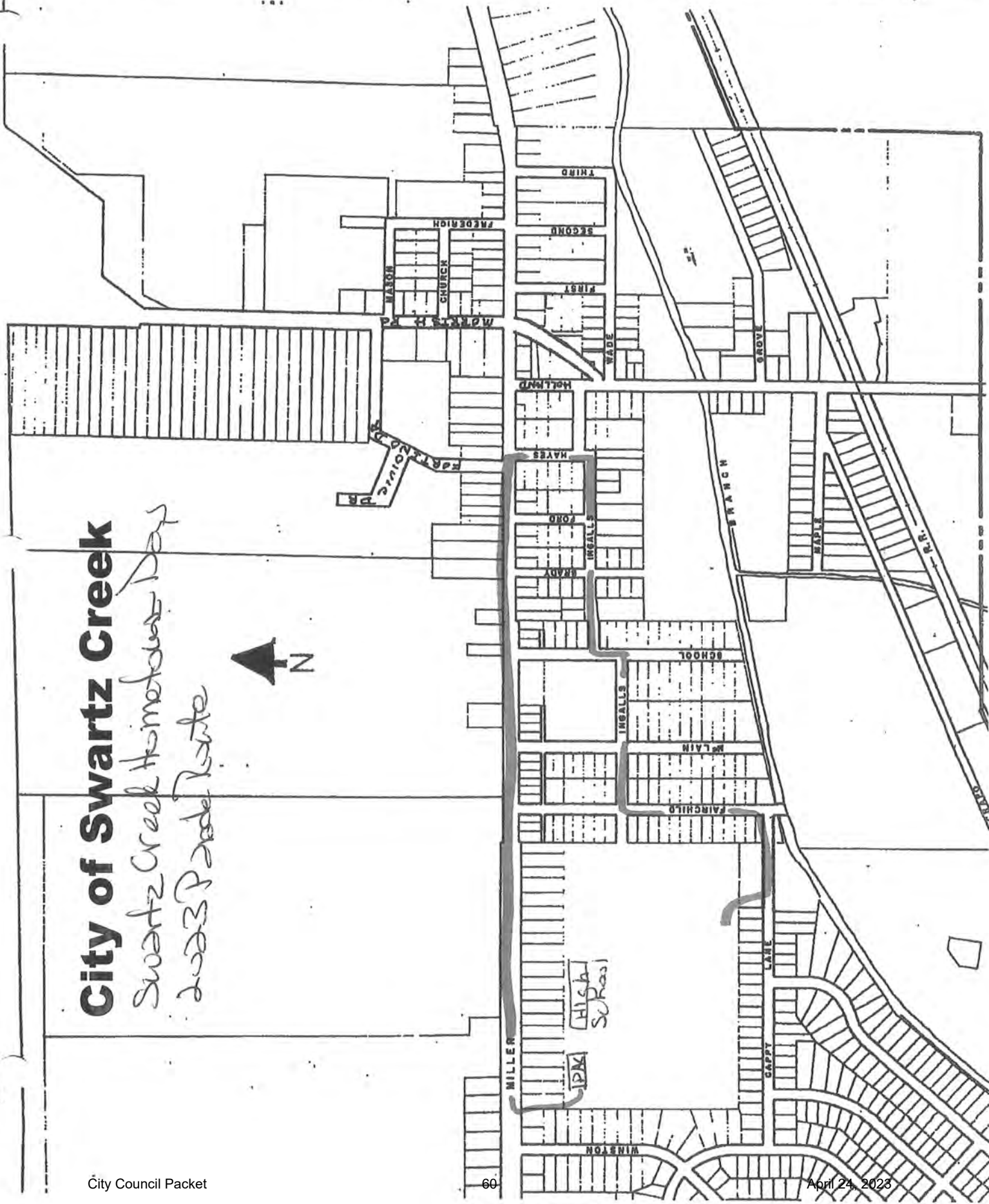
(Street Administrator)

* 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.

City of Swartz Creek

Swartz Creek Homeowners Day
2023 Parade Route

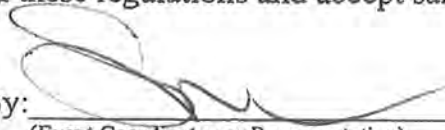


CITY OF SWARTZ CREEK PARADE REGULATIONS

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

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

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

By: 
(Event Coordinator or Representative)

For: Swartz Creek
(Organization)
HomeTown Days



CITY OF SWARTZ CREEK STREET CLOSURE/USE APPLICATION

DATE OF REQUEST: 4-13-23

SPONSOR ORGANIZATION: Swartz Creek Hometown Days

AUTHORIZED REPRESENTATIVE: Susan Mesack

WORK ADDRESS: PO Box 271, Swartz Creek HOME ADDRESS: 5295 Daval Dr, Swartz Creek

PHONE NO: WORK () 810-618-2452 HOME: () _____ CELL: () 989-445-0505

EMAIL ADDRESS: smesack@comcast.net

TYPE OF EVENT: (check box)

PARADE ** (Draw Route on Attached Map)

CARNIVAL

FOOT/BIKE RACE

CRAFT SHOW

CONCERT

OTHER: _____

DATE OF EVENT: 6-1-23 thru
6 / 4 / 23

TIME OF EVENT: FROM: 10:00 AM/PM TO: 10:00 AM/PM

ESTIMATED NUMBER OF PARTICIPANTS: 35,000

DESCRIPTION OF EVENT; NOTE STREETS REQUESTED TO BE CLOSED/USED:

Morrish Rd from Miller Rd south to Wade St, all of Holland Dr, all city owned property in the area.
Property along Fortino Dr, including property next to the Post Office, Ingells west of Morrish Rd
to First St

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: Swartz Creek Hometown Days
(Organization)

BY: _____
(Authorized Representative)

APPROVED BY: [Signature]
(Chief of Police)

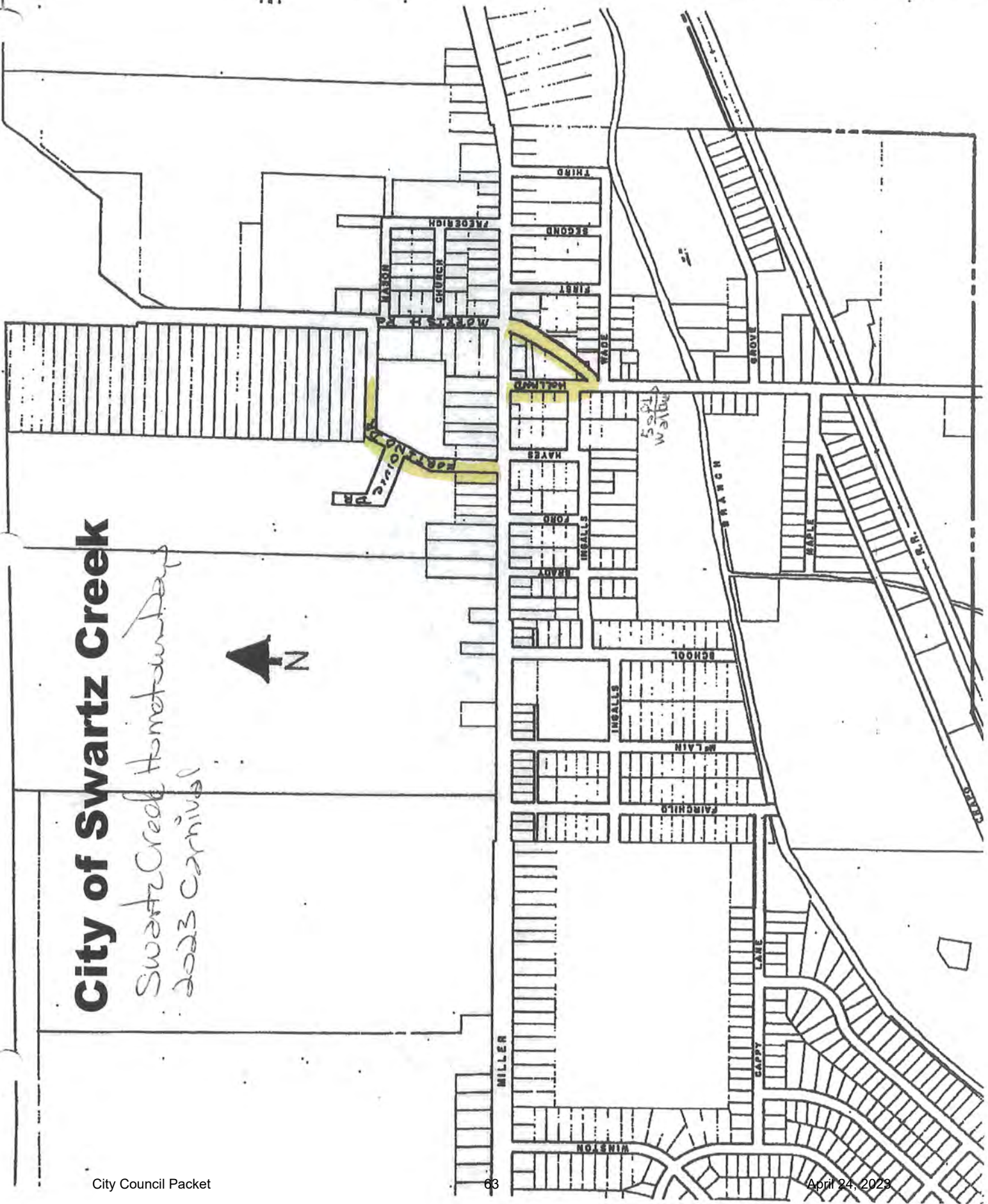
Susan Mesack, Vice President/Logistics
(Street Administrator)

* 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.

City of Swartz Creek

Swartz Creek Homecoming
2023 Carnival





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/13/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Al Bourdeau Insurance Agency 3835 Davison Road Flint MI 48506		CONTACT NAME: Josh Evola PHONE (A/C, No, Ext): (800) 537-3373 E-MAIL ADDRESS: JoshE@albourdeau.com FAX (A/C, No):	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Western World Insurance Co	NAIC # 13196
		INSURER B: Auto-Owners Insurance	18988
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL2322873578 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		NPP8474314	03/16/2023	03/16/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y		4897793900	10/14/2022	10/14/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 510,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Per the blanket endorsement issued by the company and the policy conditions Swartz Creek Hometown Days, its Directors, Staff, and Volunteers are included as additional insured for General Liability and Auto Liability as required by written contract.

CERTIFICATE HOLDER	CANCELLATION
Swartz Creek Hometown Days, its Directors, Staff, and Volunteers 5086 Morrish Rd Swartz Creek MI 48473	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/27/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Peabody Insurance Agency, Inc. 265 N. Alloy Dr. Fenton MI 48430		CONTACT NAME: Kelly Hawley PHONE (A/C, No, Ext): (810) 629-1504 FAX (A/C, No): (810) 629-2822 E-MAIL ADDRESS: khawley@peabodyinc.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: CSU Producer Resources	13037
		INSURER B: Encova Insurance Co - WC	12372
		INSURER C: Gemini Insurance Company	
		INSURER D: Cincinnati Insurance	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 22-23 GL AUT UMB,23-24 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				CSU0154126	06/01/2022	06/01/2023	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	Y	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:				DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
				MED EXP (Any one person)				\$ 5,000	
				PERSONAL & ADV INJURY				\$ 1,000,000	
	GENERAL AGGREGATE			\$ 2,000,000					
	AUTOMOBILE LIABILITY				EBA0617864			PRODUCTS - COM/OP AGG \$ 2,000,000 Professional Liability \$ 1,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
	<input checked="" type="checkbox"/> ANY AUTO							EACH OCCURRENCE	\$ 5,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR				CSU0154126	06/01/2022	06/01/2023	AGGREGATE	\$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE							DED RETENTION \$	\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			Y/N	WCN6003877	02/01/2023	02/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)			Y N/A				E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
C	Professional Liability-Monitoring				VNPL007839	06/24/2022	06/24/2023	Aggregate	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Swartz Creek and Hometown Days are named as an Additional Insured on the General Liability where required by written contract.

CERTIFICATE HOLDER

CANCELLATION

City of Swartz Creek & Hometown Days
8083 Civic Drive

Swartz Creek MI 48473

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE
(MM/DD/YYYY)
04/07/2023

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Specialty Insurance Agency Performers of the U.S. 3432 Denmark Ave #231 Eagan, MN 55123	Contact Name: Heather Weiss Zenzen Phone: 715-246-8908 FAX: 715-246-8908 Email: certs@specialtyinsuranceagency.com										
INSURED PERFORMERS OF THE U.S. AND ITS PARTICIPATING MEMBERS: Shane G. Hansen dba Agri-Puppets, Rock-N-Circus 3070 8th Street Sarasota, FL 34237	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURERS AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A: Evanston Insurance Company</td> <td>35378</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> </table>	INSURERS AFFORDING COVERAGE	NAIC #	INSURER A: Evanston Insurance Company	35378	INSURER B:		INSURER C:		INSURER D:	
	INSURERS AFFORDING COVERAGE	NAIC #									
	INSURER A: Evanston Insurance Company	35378									
	INSURER B:										
INSURER C:											
INSURER D:											

COVERAGES

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

#	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS												
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X	X	2CN0175-3069	03/30/2023	03/29/2024	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 70%;">EACH OCCURRENCE</td><td style="width: 30%;">\$ 3,000,000</td></tr> <tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 300,000</td></tr> <tr><td>MED EXP (Any one person)</td><td>\$ 5,000</td></tr> <tr><td>PERSONAL & ADV INJURY</td><td>\$ 3,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td>\$ 5,000,000</td></tr> <tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 5,000,000</td></tr> </table>	EACH OCCURRENCE	\$ 3,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000	MED EXP (Any one person)	\$ 5,000	PERSONAL & ADV INJURY	\$ 3,000,000	GENERAL AGGREGATE	\$ 5,000,000	PRODUCTS - COMP/OP AGG	\$ 5,000,000
EACH OCCURRENCE	\$ 3,000,000																		
DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000																		
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GENERAL AGGREGATE	\$ 5,000,000																		
PRODUCTS - COMP/OP AGG	\$ 5,000,000																		
A	PERFORMER ASSISTANT(S)						<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 70%;">EACH OCCURRENCE</td><td style="width: 30%;">\$</td></tr> <tr><td>AGGREGATE</td><td>\$</td></tr> </table>	EACH OCCURRENCE	\$	AGGREGATE	\$								
EACH OCCURRENCE	\$																		
AGGREGATE	\$																		
A	BUSINESS PERSONAL PROPERTY - INLAND MARINE						<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 70%;">AGGREGATE</td><td style="width: 30%;">\$</td></tr> </table>	AGGREGATE	\$										
AGGREGATE	\$																		
A	SEXUAL ABUSE AND MOLESTATION <input type="checkbox"/> OCCUR						<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 70%;">EACH OCCURRENCE</td><td style="width: 30%;">\$</td></tr> <tr><td>AGGREGATE</td><td>\$</td></tr> </table>	EACH OCCURRENCE	\$	AGGREGATE	\$								
EACH OCCURRENCE	\$																		
AGGREGATE	\$																		
A	DATA BREACH AND CYBER LIABILITY COVERAGE						<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 70%;">AGGREGATE</td><td style="width: 30%;">\$</td></tr> </table>	AGGREGATE	\$										
AGGREGATE	\$																		
A	EQUIPMENT LEASED OR RENTED						<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 70%;">AGGREGATE</td><td style="width: 30%;">\$</td></tr> </table>	AGGREGATE	\$										
AGGREGATE	\$																		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

PERFORMER IS A NAMED INSURED AS A MEMBER OF PERFORMERS OF THE U.S.:
 Shane G. Hansen dba Agri-Puppets, Rock-N-Circus
 Additional Insured: Swartz Creek Hometown Days

 Email: bshuyck@aol.com Attn: Brenda Event Dates: 05/30/2023 - 06/05/2023 Includes Setup And Teardown
 Insured for: Comedian, Hula Hooper, Juggler, Unicyclist, Acrobat, Rola-Bola Performer, Children's Entertainer, Puppeteer, Magician

CERTIFICATE HOLDER

Swartz Creek Hometown Days
 5086 Morrish Rd
 Swartz Creek, MI 48473

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/5/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Johnson, Kendall & Johnson, Inc. 109 Pheasant Run Newtown, PA 18940	CONTACT NAME: PHONE (A/C, No, Ext): (215) 968-4741 E-MAIL ADDRESS: info@jkj.com FAX (A/C, No): (215) 968-0973														
INSURED Arnolds Amusements, Inc. et al 1140 Oak Terrace Dr. Traverse City, MI 49686	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A : Everest National Insurance Company</td> <td>10120</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Everest National Insurance Company	10120	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Everest National Insurance Company	10120														
INSURER B :															
INSURER C :															
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INSURER F :															

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		S18ML014771-221	4/8/2022	4/8/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 EMPLOYEE BEN AG \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:						
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		S18ML014771-221	4/8/2022	4/8/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0		S18ML014771-221	4/8/2022	4/8/2023	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N / A	S18ML014771-221	4/8/2022	4/8/2023	<input checked="" type="checkbox"/> PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
ADDITION INSURED: SWARTZ CREEK HOMETOWN DAYS, CITY OF SWARTZ CREEK, WILLIAM KINCAID (Property Owner) as respects to the negligence of the named insured only.

CERTIFICATE HOLDER SWARTZ CREEK HOME TOWN DAYS COMMITTEE PO BOX 271 SWARTZ CREEK, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

smesack@comcast.net

The Oasis Place

From: Dan Rhanor <theoasisplace@outlook.com>
Sent: Thursday, January 12, 2023 11:54 AM
To: smesack@comcast.net
Subject: Re: Swartz Creek Hometown Days Festival

Yes you may use our parking area for home town days

sent from my iPhone

On Jan 7, 2023, at 11:43, smesack@comcast.net wrote:

Hello Dan, It's that time of year again to ask permission for Swartz Creek Hometown Days Festival to use The Oasis Place parking lot for our guests from June 1 – 4, 2023. We will add The Oasis Place to our General Liability insurance for any accidents that may occur.

Please respond to this email with your permission for use of your property. If you have any questions, please let me know.

Thank you.

Susan Mesack, CIVIP. CTA

Vice President/Logistics

Swartz Creek Hometown Days

C: 989-445-0505



CERTIFICATE OF LIABILITY INSURANCE

DATE (MMDDYYYY)

04/12/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER: Blackmore-Rowe Insurance P. O. Box 326407 G-6235 Corunna Road, Suite H Flint, MI 48932 Jamie Youngston	810-720-8244 CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS:
INSURED: Swartz Creek Home Town Days Brenda Hlyoc PO Box 271 Swartz Creek, MI 48473	INSURER(S) AFFORDING COVERAGE: INSURER A: West Bend Insurance Company NAIC # 13350 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:


COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MMDDYYYY)	POLICY EXP (MMDDYYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENERAL AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> FOLIO <input type="checkbox"/> PERIL <input type="checkbox"/> LOC AUTOMOBILE LIABILITY <input type="checkbox"/> HIRED AUTO <input type="checkbox"/> SCHEDULED AUTO <input type="checkbox"/> HIRED AUTO (TRUCK) <input type="checkbox"/> UNOWNED AUTO (VANS)	X	1337672	01/01/2023	01/01/2024	BODILY LIABILITY \$ 1,000,000 BODILY INJURY \$ 100,000 MEDICAL (Per person per accident) \$ PERSONAL & ADW. INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPLETE AGG \$ 2,000,000 AUTOMOBILE LIABILITY (Per person) \$ AUTOMOBILE LIABILITY (Per accident) \$ AUTOMOBILE LIABILITY (Per person) \$ AUTOMOBILE LIABILITY (Per accident) \$ PROPERTY DAMAGE (Per person) \$ UNOWNED AUTOMOBILE LIABILITY (Per person) \$ UNOWNED AUTOMOBILE LIABILITY (Per accident) \$ EXCESS LIABILITY \$ RETENTION \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A EMPLOYERS' LIABILITY (PERMANENT BENEFIT) <input type="checkbox"/> N/A EMPLOYERS' LIABILITY (TEMPORARY BENEFIT) <input type="checkbox"/> N/A EMPLOYERS' LIABILITY (MEDICAL BENEFIT) <input type="checkbox"/> N/A EMPLOYERS' LIABILITY (DISABILITY BENEFIT) <input type="checkbox"/> N/A EMPLOYERS' LIABILITY (RETURN TO WORK OPERATIONS) <input type="checkbox"/> N/A					EMPLOYERS' LIABILITY (PERMANENT BENEFIT) \$ EMPLOYERS' LIABILITY (TEMPORARY BENEFIT) \$ EMPLOYERS' LIABILITY (MEDICAL BENEFIT) \$ EMPLOYERS' LIABILITY (DISABILITY BENEFIT) \$ EMPLOYERS' LIABILITY (RETURN TO WORK OPERATIONS) \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

WB4890 - Dianket Additional Insured

CERTIFICATE HOLDER THEOASI The Oasis Place Dan Rhanor 7467 Mornish Rd Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston 
--	--

smesack@comcast.net

Kallas Heating & Cooling

From: Front Desk <kallasheatandcool@msn.com>
Sent: Wednesday, January 11, 2023 9:15 AM
To: smesack@comcast.net
Subject: Re: Swartz Creek Hometown Days

Hello Susan, absolutely. Thank you for all you do.

Julie Kallas



Kallas Heating & Cooling, Inc.
8077 Miller Road
Swartz Creek, MI 48473
810 685-4159

From: smesack@comcast.net <smesack@comcast.net>
Sent: Saturday, January 7, 2023 11:46 AM
To: 'Front Desk' <kallasheatandcool@msn.com>
Subject: Swartz Creek Hometown Days

Hello Julie, We would like to ask permission to use Kallas Heating and Cooling property, 8777 Miller Rd, Swartz Creek MI for our parade announcing on Saturday June 3, 2023. We will add Kallas Heating and Cooling to our General Liability Insurance for any accidents that may occur.

Please respond to this email with your permission for use of your property. If you have any questions, please let me know.

Thank you.

susan Mesack, CMP, CTA
Vice President/Logistics
Swartz Creek Hometown Days
C: 939-445-0505



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/12/2023

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PRODUCER
Blackmore-Rowe Insurance
P. O. Box 320407
G-6235 Corunna Road, Suite H
Flint, MI 48532
Jamie Youngston

810-720-8244

CONTACT NAME: Shelly Horkey	
PHONE (AC, No, Ext): 810-720-8244	FAX (AC, No): 810-720-8238
E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE	
INSURER A: West Bend Insurance Company	NAIC # 15350
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Swartz Creek Home Town Days
Bronza Huyc
PC Box 271
Swartz Creek, MI 48473

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X		1337672	01/01/2023	01/31/2024	EACH OCCURRENCE \$ 1,000,000 PRODUCTS - COMPOUND AGG \$ 100,000 MED EXP (per occurrence) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOUND AGG \$ 2,000,000 CONCURRENT LIMIT (PER OCCUR) \$ EMPLOYEES (per person) \$ EMPLOYEES (per accident) \$ PROPERTY DAMAGE (per occurrence) \$ UMBRELLA LIAB \$ EXCESS LIAB \$ RETENTION \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> OWNED <input type="checkbox"/> NON-OWNED						CONCURRENT LIMIT (PER OCCUR) \$ EMPLOYEES (per person) \$ EMPLOYEES (per accident) \$ PROPERTY DAMAGE (per occurrence) \$ UMBRELLA LIAB \$ EXCESS LIAB \$ RETENTION \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY EMPLOYER'S PARTNER/EXECUTIVE (EMPLOYEE EXCLUDED) (Mandatory in MI) ASSISTANT OPERATIONS MGR		Y/N				EMPLOYER'S PARTNER/EXECUTIVE (EMPLOYEE EXCLUDED) (Mandatory in MI) \$ ASSISTANT OPERATIONS MGR \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER

KALLASH

Kallas Heating and Cooling
Julie Kallas
8077 Miller Rd
Swartz Creek, MI 48473

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Jamie Youngston

smesack@comcast.net

St Marys Church
Car Show

From: Al Moreno <amoreno@smqa.net>
Sent: Tuesday, January 31, 2023 8:40 AM
To: smesack@comcast.net
Cc: 'Wendy Ashley'
Subject: RE: Swartz Creek Hometown Days

Absolutely. No problem. I would suggest sectioning off the area you need either on Friday night or very early Saturday morning. We do have Mass at 7:30AM until 8:30AM on Saturday mornings. We get about 25 people that come to it. If you section off your area there will be more than enough room to accommodate everything. Al

AL MORENO, DIRECTOR OF OPERATIONS
ST. MARY QUEEN OF ANGELS PARISH
4413 MORRISH RD.
SWARTZ CREEK, MI 48473
(810) 635-3240 x210
amoreno@smqa.net

From: smesack@comcast.net [mailto:smesack@comcast.net]
Sent: Monday, January 30, 2023 4:41 PM
To: 'Al Moreno' <amoreno@smqa.net>
Subject: Swartz Creek Hometown Days

Hello Al, We have a change in plans for our parade route. The parade will be held the same as held last year. With is being said we would like to ask about using your parking lot on Saturday June 3, 2023 for our car show. The car show will be held in the morning and ending by 2:00pm. We will add St Mary's Queen of Angels to our General Liability insurance for any and all accidents that may occur.

Please respond to this email with your permission for use of your property. If you have any questions, please let me know.

Thank you,
Susan Mesack, CMP, CTA
Vice President/Logistics
Swartz Creek Hometown Days
C: 989-445-0505



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/12/2023

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PRODUCER Blackmore-Rowe Insurance P. O. Box 320407 G-6235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston	810-720-8244	CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE	
INSURER A: West Bend Insurance Company		NAIC # 15350
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
 Swartz Creek Home Town Days
 Brenda Huyck
 PO Box 271
 Swartz Creek, MI 48473

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED (W/V/D)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PER-ACCIDENT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X	1337672	01/01/2023	01/01/2024	EACH OCCURRENCE \$ 1,000,000 CLAIMS NOT DETECTED PER POLICY LIMIT (aggregate) \$ 100,000 MED EXP (Per person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					SEPARATE SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ALL PROPRIETOR/PARTNER/EXECUTIVE OFFICE MEMBER EXCLUDED? (Mandatory in MI) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A YES, OPERATIONS below LESSER SCOPE OF OPERATIONS below					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER B.L. EACH ACCIDENT \$ B.L. DISEASE - PER EMPLOYEE \$ B.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER STMARYS St. Mary's Queen of Angels Al Moreno 7563 Mary St Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i>
---	--

smesack@comcast.net

Ashley Hotchkiss

From: hotchkissashley@yahoo.com
Sent: Monday, January 23, 2023 5:59 PM
To: smesack@comcast.net
Subject: Re: Swartz Creek Hometown Days Festival Permission Request

You have my permission.

-Dr. Ashley Hotchkiss

On Saturday, January 7, 2023 at 11:54:08 AM EST, <smesack@comcast.net> wrote:

Hello Ashley, It's that time of year again when Swartz Creek Hometown Days Festival is asking permission to use your properties; 8280 Crapo, 8300 Crapo, and 52 acres of adjacent land adjacent to Swartz Creek Middle School field for fireworks display during Swartz Creek Hometown Days Festival, June 2, 2023 with a rain date of June 3, 2023. We will list your properties as additional insures on our General Liability insurance and Great Lakes Fireworks Company and all proper permits will be issued by the City of Swartz Creek City Council upon recommendation of the Swartz Creek Fire Chief.

Please respond to this email with your permission for use of your properties. If you have any questions, please let me know.

Thank you,

Susan Mesack, CMP, CTA

Vice President/Logistics

C: 989-445-0505



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/12/2023

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PRODUCER Blackmore-Rowe Insurance P. O. Box 320407 G-6235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston 810-720-8244	CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Insurance Company NAIC # 15350 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
---	--

INSURED
 Swartz Creek Home Town Days
 Brenda Huyck
 PC Box 271
 Swartz Creek, MI 48473

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-TECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		1337672	01/01/2023	01/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETORS/PARTNERS/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe below: DESCRIPTION OF OPERATIONS below		Y/N N/A				<input type="checkbox"/> PER-STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER ASHLEYH Ashley Hotchkiss 8280 8300 Crapo St Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i>
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Property Owners Permission Request

To: Swartz Creek Hometown Days
ATT: Vice President/Logistics
PO Box 271
Swartz Creek, MI 48473

We, RITE-AID, give permission to Swartz Creek Hometown Days Committee (HTD) use of Rite-Aid's back parking lot property at 9090 Miller Rd, Swartz Creek MI for shuttle service for HTD Hometown Days Festival from June 1 - 4, 2023. We understand that we are added to HTD General Liability Insurance (certificate of insurance will be provided) for any and all accidents that may occur.

Sincerely,

Signature

JEFF JASON

Print Name

1-30-2023

Date

810 635-7481

Email

Phone Number



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/12/2023

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PRODUCER Blackmore-Rowe Insurance P. O. Box 320407 G-6235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston	810-720-8244	CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE	
INSURER A: West Bend Insurance Company		NAIC # 15350
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PER OCCUR <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		1337672	01/01/2023	01/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (only one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEL: RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe above: DESCRIPTION OF OPERATIONS below:		Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER RITEAIDS Rite-Aid Attn: Jeff Jason 9090 Miller Rd Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i>
---	---

SWARTZ CREEK COMMUNITY SCHOOLS

8354 Cappy Lane - Swartz Creek, MI 48473-1299

(810) 591-2300 - Fax: (810) 591-2784

www.swartzcreek.org

October 28, 2022

Brenda Huyck
Hometown Days Committee

Dear Brenda:

It is my understanding that the Hometown Days Committee will need the use of the following school property and buildings for the Hometown Days events:

Middle School Service Drive	Thursday, June 1, 2023	9:30 a.m. – 2:00 p.m.
Middle School Fields	Friday, June 2, 2023	11:00 a.m. – 11:00 p.m.
High School Parking Lots	Saturday, June 3, 2023	7:00 a.m. – 1:30 p.m.
Bus Lot Area	Saturday, June 3, 2023	7:00 a.m. – 1:30 a.m.
PAC Drive for Parade	Saturday, June 3, 2023	7:00 a.m. – 1:30 p.m.
Press Box Area	Friday, June 2, 2023	4:00 p.m. – 11:00 p.m.
Mary Crapo	Whole Weekend	9:00 a.m. – 2:00 p.m.
High School Field	Friday, June 2 & Sat, June 3	All Day

Gate on dirt path by Huts should be open on Saturday and Sunday

Please be sure to provide appropriate supervision and insurance of \$1,000,000.00 liability to the Swartz Creek Community School District by May 15, 2023 in order to effectuate the use of these facilities and grounds.

Sincerely,



Rodney Hetherton
Superintendent
Swartz Creek Community Schools

Cc: M. Titsworth D. Simonsen
C. Gray M. Wildey
R. Hunt K. Hunt
S. Clark T. Smith
R. Hetherton M. Dexter
J. Kitchen A. Trzebiatowski
R. Smith J. Morgan

*If fireworks are cancelled due to weather on Friday, then the make-up will be Saturday night at the same times, utilizing Middle School fields.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/12/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Blackmore-Rowe Insurance P. O. Box 320407 G-6235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston 810-720-8244	CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Swartz Creek Home Town Days Brenda Huyck PO Box 271 Swartz Creek, MI 48473	NAIC # 15350

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR (GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> EACH OCC <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		1337672	01/01/2023	01/01/2024	EACH OCCURRENCE \$ 1,000,000 POLICY PERIOD (AGGREGATE LIMIT) \$ 100,000 AUTO BIP (only one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (PER ACCIDENT) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER B - BASH ACCIDENT \$ C - DISAP - EA EMPLOYEE \$ D - LASSAGE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER SWARTZ1 Swartz Creek Area Schools Rod Hetherton - Superintendent 8354 Cappy Ln Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston 
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Property Owners Permission Request

To: Swartz Creek Hometown Days
ATT: Vice President/Logistics
PO Box 271
Swartz Creek, MI 48473

We, MARK O'Brien, give permission to City of Swartz Creek and Swartz Creek Hometown Days Committee (HTD) use of the property of O'Brien's Garage, 5099 Morrish Rd, Swartz Creek MI, from Monday May 29, 2023 to Monday June 5, 2023. We understand that we are added to HTD General Liability Insurance for any and all accidents that may occur.

Sincerely,

	<u>MARK O'Brien</u>	<u>1-30-23</u>
Signature	Print Name	Date
	<u>635-4500</u>	
Email	Phone Number	



Property Owners Permission Request

To: Swartz Creek Hometown Days
ATT: Vice President/Logistics
PO Box 271
Swartz Creek, MI 48473

I, John Atkinson, give permission to City of Swartz Creek and Swartz Creek Hometown Days Committee (HTD) use of the property of Atkinson Construction from Monday May 29, 2023 to Tuesday June 6, 2023 for HTD activities.

PARKING IS ONLY ALLOWED ON GRAVEL AREAS – PHOTOS PROVIDED TO ARNOLDS AMUSEMENTS. I understand that we are added to HTD General Liability Insurance for any and all accidents that may occur.

Sincerely,

John Atkinson

1-17-23

Signature

Print Name

Date

atkinsonbrothersconstruction@gmail.com

989 666-5129

Email Address

Phone



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/12/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Blackmore-Rowe Insurance P. O. Box 320407 G-6235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston	810-720-8244 CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 EMAIL ADDRESS:
INSURED Swartz Creek Home Town Days Brenda Huvch PC Box 271 Swartz Creek, MI 48473	INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Insurance Company NAIC # 18350 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR SEVERAL AND AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> YEAR <input type="checkbox"/> LOC COVERS: AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> NET <input type="checkbox"/> RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPERTY OR PARTNER/EXECUTIVE (EMPLOYER/OWNER EXCLUDED) (Mandatory in MI) <input type="checkbox"/> Y/N <input type="checkbox"/> N/A TYPE: <input type="checkbox"/> RETRO <input type="checkbox"/> FIVE <input type="checkbox"/> OTHER CESSOR: <input type="checkbox"/> YES <input type="checkbox"/> NO OPERATIONS: <input type="checkbox"/> NEW	X	1337672	01/01/2023	01/01/2024	EACH OCCURRENCE \$ 1,000,000 POLICY AGGREGATE (Per occurrence) \$ 100,000 MEDICAL EXP (Per person) \$ PERSONAL & ADJ BILLY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS & COMPOUNDS \$ 2,000,000 \$ POLICY EXCESS LIMIT (Per person) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ EXCESS AGGREGATE \$ AGGREGATE \$ \$ TYPE: <input type="checkbox"/> RETRO <input type="checkbox"/> FIVE <input type="checkbox"/> OTHER CESSOR: <input type="checkbox"/> YES <input type="checkbox"/> NO OPERATIONS: <input type="checkbox"/> NEW \$, BODILY INJURY (Per accident) \$ \$, BODILY INJURY (Per employee) \$ \$, EXCESS PER-POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

WB1990 - Blanket Additional Insured

CERTIFICATE HOLDER ATKINSON Atkinson Construction Jerry Atkinson 1289 Lansing Hwy Durand, MI 48429	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i>
--	--

2023 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY

Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.	DATE PERMIT(S) EXPIRE:
------------------------	---	------------------------

TYPE OF PERMIT(S) (Select all applicable boxes)		
<input type="checkbox"/> Agricultural or Wildlife Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes	<input type="checkbox"/> Articles Pyrotechnic <input type="checkbox"/> Private Display	<input checked="" type="checkbox"/> Display Fireworks

NAME OF APPLICANT Swartz Creek Hometown Days, Inc	ADDRESS OF APPLICANT P.O Box 271, Swartz Creek, MI 48473	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---	--	---

NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER Brenda Huyck	ADDRESS OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER	
---	---	--

IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
---	--	------------------

NAME OF PYROTECHNIC OPERATOR Great Lakes Fireworks, LLC	ADDRESS OF PYROTECHNIC OPERATOR 3275 W. M-76, PO Box 276 West Branch, MI 48661	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---	--	--

NO. YEARS EXPERIENCE 20+	NO. DISPLAYS 200+	WHERE Throughout Michigan
------------------------------------	-----------------------------	-------------------------------------

NAME OF ASSISTANT TBD	ADDRESS OF ASSISTANT TBD	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---------------------------------	------------------------------------	---

NAME OF OTHER ASSISTANT TBD	ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---------------------------------------	----------------------------	---

EXACT LOCATION OF PROPOSED DISPLAY Swartz Creek Middle School 8230 Crapo St., Swartz Creek, MI 48473		
--	--	--

DATE OF PROPOSED DISPLAY June 2nd, 2023 (Rain: June 3rd, 2023)	TIME OF PROPOSED DISPLAY Approx. 10:00 PM
--	---

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT Stored at federally licensed facility until date of display.	
---	--

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) \$5,000,000	NAME OF BONDING CORPORATION OR INSURANCE COMPANY BRITTON GALLAGHER
---	--

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY ONE CLEVELAND CENTER, 1375 E 9TH ST, 30TH FLOOR, CLEVELAND OH 44114	
---	--

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
Approx. 350	3" Shells
Approx. 80	4" Shells
Approx. 35	5" Shells

SIGNATURE OF APPLICANT 	DATE 2-7-23
---	-----------------------

2023 Permit for Fireworks Other Than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
------------------------	---

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of an at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
NAME OF PERSON PERMIT ISSUED TO Swartz Creek Hometown Days Inc.		AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO P.O Box 271, Swartz Creek, MI 48473		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION		
ADDRESS		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) Approx. 350 3" Shells Approx. 80 4" Shells Approx. 35 5" Shells		
EXACT LOCATION OF DISPLAY OR USE 8230 Crapo St., Swartz Creek, MI 48473		
CITY, VILLAGE, TOWNSHIP Swartz Creek	DATE June 2nd, 2023 (Rain: June 3rd, 2023)	TIME Approx. 10:00 PM
BOND OF INSURANCE FILED Yes		AMOUNT \$5,000,000

Issued by action of the Legislative Body of a <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of _____ on the _____ day of _____, 2023. <hr style="width: 80%; margin-left: auto; margin-right: auto;"/> (Signature and Title of Legislative Body Representative)
--

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

smesack@comcast.net

From: Ayers, Morgan <mayers@glfpyro.com>
Sent: Thursday, April 6, 2023 10:05 AM
To: Swartz Creek Susan Smesack
Subject: Permit Application Questions

Good Morning Susan!

I am reaching out to explain the "discrepancies" on permit applications. The counts included on the permit application are just an approximation, but very close to what they will be.

As for the shell sizes, those are 100% accurate.

We will not go over the shell size max of 5" due to the safety zone available at the shoot site.

Last year, the max we shot was also 5".

We won't know the exact shell count until we do the program and order for the show.

But it is very close, give or take.

Please let me know if you have any other questions!

--

Morgan Ayers
Office Manager | Great Lakes Fireworks

Office: 989.726.5040

Mobile: 989.254.9558

Website: www.greatlakesfireworks.com

GREAT LAKES
FIREWORKS

Swartz Creek Hometown Days - Fireworks

8230 Crapo St, Swartz Creek MI 48473

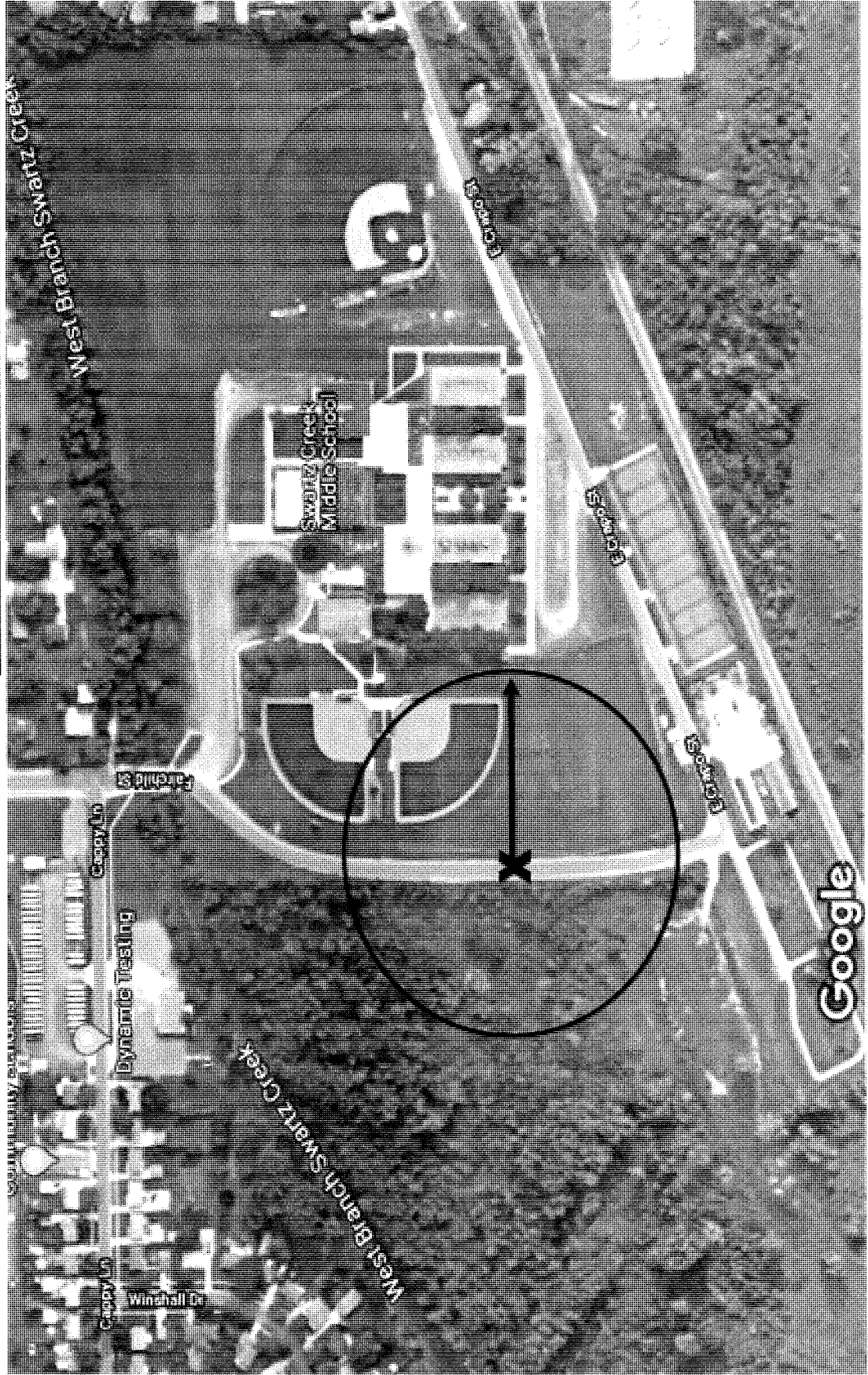
Fireworks By *Core Lakes Fireworks*

Fireworks Date 6-2-23

Fireworks Rain Date 6-3-23

- X** Firing Site - 3", 4" & 5" 1.6G Aerial Shells
- O** 700' Diameter Circle
- 350' Radius (5" maximum)

The display will be limited to 5" maximum aerial display shells, manually and electrically fired in accordance with NFPA.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/30/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Britton-Gallagher and Associates, Inc. One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100	FAX (A/C, No): 216-658-7101
	E-MAIL ADDRESS: info@brittongallagher.com	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Everest Indemnity Insurance Co.		10851
INSURER B : Everest Denali Insurance Company		16044
INSURER C : Axis Surplus Ins Company		26620
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES	CERTIFICATE NUMBER: 474234531	REVISION NUMBER:
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	SI8GL01969-231	1/21/2023	1/21/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS	Y	Y	SI8CA00273-231	1/21/2023	1/21/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	Y	Y	P-001-000798280-02	1/21/2023	1/21/2024	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.
 DISPLAY DATE: June 2, 2023 RAIN DATE: June 3, 2023 Location: Swartz Creek Middle School 8230 Crapo St. Swartz Creek MI 48473

RE: General Liability, the following are named as additional insured in respects to the negligence of the named insured:
 City of Swartz Creek including all its elected and appointed officials, employees, volunteers, boards, commissions, and/or other authorities' Swartz Creek Hometown Days, Inc.
 and its officials, employees, volunteers, boards, commissions, and/or other authorities' Swartz Creek Community Schools, Ashley Hotchkiss (property owner)

CERTIFICATE HOLDER	CANCELLATION
SWARTZ CREEK HOMETOWN DAYS, INC PO BOX 271 SWARTZ CREEK MI 48476	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

GREAT LAKES FIREWORKS

3275 W. M-76 • West Branch, MI 48661 • Office: 989.726.5040 • Fax: 989.726.5041 • greatlakesfireworks.com

Communication Sheet

Please Complete & Return with Signed Contract

Customer Information:

Name: Swartz Creek
Address: Hometown Days
PO Box 271
Swartz Creek MI
48413

Show Information:

Date: 6-2-23
Rain Date: 6-3-23
Time: approx 10:00pm

Firing Site Information:

Location: Swartz Creek Middle Sch
Address: 8230 Crap St
Swartz Creek MI 48413
Contact: Red Hetherington
Cell: Susan 989-445-0505

Authority Having Jurisdiction:

Title: Fire Chief
Name: Dave Plumb
Address: 8100 Civic Dr
Swartz Creek MI 48413
Cell/Office: 810-635-2300

Point of Contact for Show:

Name: Susan Mesack
Address: 5295 Doral Dr
Swartz Creek MI 48413
Email: SMESACK@COMCAST.NET
Phone: 989-445-0505
Fax: _____

Alternate Contact:

Name: Brenda Huyck
Address: 2451 Anna Clara Dr
Swartz Creek MI 48413
Email: BSHUYCK@AOL.COM
Phone: 810-348-7901
Fax: _____

Directions to Show from Major Highway:

From I-49 exit 128 (Morrish rd) south 1/2 mile to Miller Rd, west
3/4 mile to Fairchild St, south 2 1/2 blocks to site -
Same as previous year

Insurance:

Contract/Certificate Holder:
Westland Mutual Insurance
Additionally Insured Names:
City of Swartz Creek Swartz Creek
Schools, Ashley Hatchling -
Property owner

Additional Information We Need to Know:

Infotrac Emergency Response A/O. (800)535-5035
Emergency Response Contract # 100552

Hazard Communication Safety Data Sheet (SDS)

10th/F, Chamber of Commerce Building, Liuyangdadao, Liuyang City, Hunan Province, China 410300

Phone: 86-731-8364 2988 Fax: 86-731-8368 7528

UN0335 1.3G Display Fireworks

Date Prepared: Feb 16th, 2017

Section 1, Identification

Each device labels:

- (1): Commodity description in both Chinese and English for SHELLS SHELLS
- (2): Warning labels for SHELLS
- (3): Distributor name and address, Manufacturer name and address, Produce date, Country of origin
- (4): D.G Classification Number (Fireworks UN0335 1.3G) label on each device.

Cartons information:

Shells size, Shells item No., Packing, Shells item name, The same information as above section 1 part (3), Warning information, Order No., UN0335 1.3G, batch number, diamond 1.3G explosive mark label. Gross weight, Net weight, Product EX number.

Section 2, Hazard(s) identification

Warning label show correctly and safely display fireworks is put on each cartons and devices, all devices well packed into A-grade cardboard carton.

Classification: Dangerous good non hazardous substances as per APA 87-1 standard.

Fire Hazard: Products contains pyrotechnic substances capable of burning or explosive with intense heat. Produces oxidizer typically use potassium perchlorate and copper oxide and sulfur etc.

Risk Phrase: Pyrotechnic produced may be irritating to the eyes and respiratory system.

Section 3, Composition/information on ingredients

Shells Main ingredients:

Potassium Perchlorate—KClO₄

Potassium Nitrate—KNO₃

Strontium carbonate—SrCO₃

Sulfur— S

Carbon— C
Al+Mg Alloy
LAC—C16H24O5
Resin—C48H42O7
PVC—(C2HCl)_n
Powder of polished glutinous rice

Section 4, First-aid measures

No chemical components are released during normal handling of this device. In normal use with adequate ventilation the smoke produced should not be a problem. However, ground level smoke generated during the shooting of public display shows may contain gases which may cause irritation of eyes and mucous membranes, prolonged inhalation of smoke should be avoided.

Swallowed: Not applicable

Eye: Hold eyes open and wash continuously with water for 15 minutes.
Transport affected person to a doctor or a hospital.

Skin: Remove all contaminated clothing, including shoes. Wash affected areas with water.

Inhaled: Remove patient to fresh air, lay down and rest. If patient is not breathing, make sure airway is cleared and apply artificial respiration. Call doctor at once or transport patient to doctor or a hospital.

BURNS: Immerse affected area in cold water for 10 to 15 minutes. Bandage lightly with sterile dressing. Treat for shock if required. Transport to doctor or hospital.

ACUTE OR CHRONIC EXPOSURE: There have been no reports in the literature of detrimental health effects in workers from long-term exposure to the substances composite in this product.

Persons with pre-existing respiratory conditions (i.e. asthma, emphysema, etc) should avoid inhalation of smoke. Move to fresh air and avoid further exposure to smoke and seek medical assistance.

Section 5, Fire-fighting measures

Do not fight explode fireworks, Fireworks will burn rapidly in the event of fire. If a large amount of fireworks are involved, allow them to burn and prevent

Other Protection: None.

Ventilation Recommended: Not required in open, unconfined areas.

Section 9, Physical and chemical properties

Solubility in Water: Slight

Appearance and Odor: All pyrotechnic composition is contained in a cardboard casing. Usually they are cardboard balls or cardboard tubes individually or in a group combination.

Hazardous Decomposition Products: Smoke generated during the use of these devices may contain small amount of Carbon Monoxide, Hydrogen Sulfite and Nitrogen Oxides. Avoid prolonged inhalation of smoke.

Section 10, Stability and reactivity

Stability: Stable

Thermal Stability Test Results: The test was performed on the Display Fireworks semi-finished and finished items at our factory and also tested by Liuyang CIQ laboratory. The device did not ignite, explode, or undergo any significant decomposition during heating at 75°C (167°F) for 48 hours.

Drop test results: The finished items /device from each batch of the order was performed by 12 meters high drop test by Liuyang CIQ laboratory. The device did not ignite, explode.

Hazardous Polymerization: Will Not Occur

Section 11, Toxicological information

Inhalation: Yes, when shooting. (Refer to above Section 6)

Skin: No.

Ingestion: No.

Section 12: Ecological Information

There have been no reports in the literature of detrimental ecological effects from exposure to the substances composite in this product.

Section 13: Disposal Considerations

Disposal of unfired products should only be carried out by a licensed pyrotechnic waste disposal contractor. Provide that the products case can be determined as free from explosives by a licensed pyrotechnician, the spent cases can go to licensed landfill.

spread of fire.

Cool pyrotechnic devices and/or package with water and remove them if possible. Do not use suffocation methods - devices contain their own oxygen. Do Not Smoke at any time when dealing with pyrotechnic devices!!!

Section 6, Accidental release measures

In case of spillage, dampen powders with water. Sweep up any powders using natural fibre brushes and non ferrous dust pans not steel, or any material that could produce sparks or present a risk of static discharge.

Prolonged exposure to smoke generated during the shooting of this device may cause respiratory irritation, difficulty in breathing, headaches, nausea and irritation of eyes and may result in vomiting.

Carefully pick up spills with non-sparking and non-static producing tools. Supervision only by a person knowledgeable in explosives. Avoid skin contact. In case of contact with skin, wash hands immediately.

Section 7, Handling and storage

No smoking and keep fire away. Store in a cool dry place, humidity should preferably be less than 70%. Avoid extreme temperatures. In particular sub-zero temperatures where freezing and re-thaw can alter the performance of the article.

HANDLING: Fireworks are explosive substances, thus should be handled with the utmost caution at all times. Never THROW ROLL , or use a HOOK on the cartons and never transport unpack, or store close to fire and hot items, such as a heater pipe. All persons who handle these fireworks should have had at least two years of supervised training with display fireworks and display fireworks safety. All persons who handle these fireworks should wear ear and eye protection and should wear fire retardant gear from their hardhats to fireproof boots. No persons under the age of 18 may be allowed access to fireworks or firing site at any time

Conditions to Avoid: No open items, smoking and moisture in the vicinity of stored fireworks, avoid friction and impact.

Incompatibility: Do not allow fireworks to get wet.

Section 8, Exposure controls/personal protection

Eye Protection: None.

Respiratory Protection: None.

Skin Protection: Metal free and non-static producing clothes.

Section 14, Transport information

Shipping name: Fireworks

Hazard Class:1.3G

The local CIQ inspection bureau spot check every batch of cargos before any shipments. Then issue commodity inspection certificate and dangerous goods transport package identification for us to declare to the customs.

The containers usually ship to loading port by truck or by barge. Next they will be loaded to the vessel shipping to port of discharge by sea, then ship to place of delivery by rail. At last the consignee will pick it up by truck after finish customs clearance.

Pyrotechnics must travel within their original UN approved packaging.

Section 15: Regulatory Information

It is a regulation in every state or territory in US that a license is required to purchase, keep and use this product.

It is a requirement in every state and territory in US that notification be made to ATF, Police, Fire services, Safety authorities, of any intended display using display pyrotechnics.

Section 16: Other Informaiton

Manufacturer/ Supplier: Freedom Fireworks Trading Co.,Ltd.

Address: 10th/F, Chamber of Commerce Building, Liuyangdadao, Liuyang City, Hunan Province, China 410300

Telephone: +86 731 8364 2988

Fax: +86 731 8368 7528

Contact Person in emergency: Leonard Liu



STATE OF MICHIGAN - LIQUOR CONTROL COMMISSION

This is to certify that a License is hereby granted to the person(s) named with the stipulation that the licensee is in compliance with Commission Rule R 436.1003, which states that a licensee shall comply with all state and local building, plumbing, zoning sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcement officials who have jurisdiction over the licensee. Issuance of this license by the Michigan Liquor Control Commission does not waive this requirement. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

Department of Licensing
and Regulatory Affairs

This License is granted in accordance with the provisions of Act 58 of the Public Acts of 1998 and shall continue in force for the period designated unless suspended, revoked, or declared null and void by the Michigan Liquor Control Commission. Failure to comply with all laws and rules may result in the revocation of this license.

Under administrative rule R 436.1433, the licensee shall ensure that all profits derived from the sale of alcoholic beverages are retained by the licensee. All alcoholic beverages purchased by the licensee for the event must be purchased from authorized sellers under administrative rule R 436.582. The Commission orders the licensee to take all necessary actions to ensure the health, safety, and welfare of all guests.

BUSINESS ID: 10659525
SWARTZ CREEK HOMETOWN DAYS, INC.

LICENSE SUBTYPE
Beer, Wine & Spirits

LICENSE NUMBER
L-000462151

PERMITS

EVENT INFORMATION
SCOTT KINCAID PROPERTY
5086 MORRISH

SWARTZ CREEK, MI 48473
GENESEE County

CONDITIONS / PROVISOS

SALES & CONSUMPTION TO BE CONTAINED IN 100' x 170' AREA ENCLOSED BY FENCING.

IN WITNESS WHEREOF,
this License has been duly signed
and sealed by both the Michigan
Liquor Control Commission and the
Licensee(s).

LIQUOR CONTROL COMMISSION

Pat English

Dennis Blau

Hunter Letzger

Lee Gonzalez

Edna Toma

LICENSEE(S) SIGNATURE(S)

Valid: Jun 1, 2023 to Jun 2, 2023 - 12:00 PM to 12:00 AM

SPECIAL LICENSE



STATE OF MICHIGAN - LIQUOR CONTROL COMMISSION

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BUSINESS ID: 10659525
SWARTZ CREEK HOMETOWN DAYS, INC.

LICENSE SUBTYPE
Beer, Wine & Spirits

LICENSE NUMBER
L-000462154

PERMITS
Sunday Sales (PM)

EVENT INFORMATION
SCOTT KINCAID PROPERTY
5086 MORRISH

SWARTZ CREEK, MI 48473
GENESEE County

CONDITIONS / PROVISOS
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LIQUOR CONTROL COMMISSION

Pat Anghini

Dennis Blau

Hunter Lutzger

Lee Gonzalez

Edna Toma

LICENSEE(S) SIGNATURE(S)

Valid: Jun 4, 2023 to Jun 4, 2023 - 12:00 PM to 9:00 PM

SPECIAL LICENSE



STATE OF MICHIGAN - LIQUOR CONTROL COMMISSION

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BUSINESS ID: 10659525
SWARTZ CREEK HOMETOWN DAYS, INC.

LICENSE SUBTYPE
Beer, Wine & Spirits

LICENSE NUMBER
L-000462153

PERMITS

EVENT INFORMATION
SCOTT KINCAID PROPERTY
5086 MORRISH

SWARTZ CREEK, MI 48473
GENESEE County

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Licensee(s).

LIQUOR CONTROL COMMISSION

Pat Anghini

Dennis Blau

Hunter Lutzger

Lee Gonzalez

Edna Toma

LICENSEE(S) SIGNATURE(S)

Valid: Jun 3, 2023 to Jun 4, 2023 - 12:00 PM to 12:00 AM

SPECIAL LICENSE



STATE OF MICHIGAN - LIQUOR CONTROL COMMISSION

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BUSINESS ID: 10659525
SWARTZ CREEK HOMETOWN DAYS, INC.

LICENSE SUBTYPE
Beer, Wine & Spirits

LICENSE NUMBER
L-000462152

PERMITS

EVENT INFORMATION
SCOTT KINCAID PROPERTY
5086 MORRISH

SWARTZ CREEK, MI 48473
GENESEE County

CONDITIONS / PROVISOS

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LIQUOR CONTROL COMMISSION

Pat Anghini

Dennis Blau

Hunter Lettger

Lee Gonzalez

Edna Toma

LICENSEE(S) SIGNATURE(S)

Valid: Jun 2, 2023 to Jun 3, 2023 - 12:00 PM to 12:00 AM

SPECIAL LICENSE