

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, September 11, 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 August 28, 2023 MOTION Pg. 29
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. 52
6C. Genesee County Parks Letter Pg. 65
6D. Draft Fire Budget Materials Pg. 66
6E. Pavement Marking Bid Sheet Pg. 93
7. **MEETING OPENED TO THE PUBLIC:**
7A. General Public Comments
8. **COUNCIL BUSINESS:**
8A. Miller's Settlement Citizen of the Year PROCLAMATION
8B. Fiscal Year 2024 Fire Budget RESO Pg. 25
8C. Road Markings Cooperative Pricing Proposal RESO Pg. 26
8D. Genesee County Park Plan Opt-In Request RESO Pg. 27
8E. Downtown Development Authority Appointment RESO Pg. 27
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 28

Next Month Calendar (Public Welcome At All Meetings)

Downtown Development Authority:	Thursday, September 14, 2023, 6:00 p.m., PDBMB
Fire Board:	Monday, September 18, 2023, 6:00 p.m., Station #2
Park Board:	Tuesday, September 19, 2023, 5:30 p.m. PDBMB
Zoning Board of Appeals:	Wednesday, September 20, 2023, 6:00 p.m., PDBMB
City Council	Monday, September 25, 2023, 7:00 p.m., PDBMB
Metro Police Board:	Wednesday, September 27, 2023, 11:00 a.m., Metro HQ
Planning Commission:	Tuesday, October 3, 2023, 7:00 p.m., PDBMB
City Council	Monday, October 9, 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, SEPTEMBER 11, 2023, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **September 11, 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: September 11, 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, September 11, 2023 - 7:00 P.M.

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

FROM: Adam Zettel, City Manager

DATE: September 7, 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)** *(No Change of Status)*
The Miller Road rehabilitation award has been made to Ace Paving of Saginaw. Work is now underway. Some folks are upset due to the inconvenience. This is a very common complaint with the public these days. People want nice roads, which is understandable, however, there is an expectation that roads can be rehabilitated without an interruption in traffic.

The project is estimated to cost \$1,368,913.42 with current quantities. Concrete will commence early on and take about six weeks. Paving should only take a couple days. There will not be any changes to the lane markings or parking for this project.

Note that we do expect some increases to the project scope due to the apparent need to remove and replace more curb on Miller, specifically in the core downtown area.

- ✓ **STREET PROJECT UPDATES** *(No Change of Status)*
This is a standing section of the report on the status of streets as it relates to our dedicated levy, 20 year plan, ongoing projects, state funding, and committee work. Information from previous reports can be found in prior city council packets.

Crack filling is likely to occur towards the end of summer.

OHM is finalizing bids for Winchester Village and Woods. This is a very large scope of work. As observed with the recent streets in the Village, the water main that is in place is 70-year-old cast iron, with failing joints. As such, it is imperative to replace water main for those streets that have original pipe (note that this excludes Don Shenk, which has ~20 year old water main, with a corresponding top coat of asphalt).

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

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 borrowing process specifically.

✓ **RECONNECTING COMMUNITIES AND NEIGHBORHOODS** *(Update)*

There is new federal money available to provide traffic and pedestrian connections to overcome divisions in communities that have resulted from previous changes to the traffic network. In essence, the program seeks to resolve some issues caused by the construction of major highways, roads, rail, etc. This could be something that helps us create a much-needed pedestrian link over I-69 at Morrish Road. With new retail coming, and the school's Cage Fieldhouse there, it makes sense to connect this to Applecreek and the rest of downtown to the south.

OHM will be writing a grant for this, but in typical federal fashion, it is only a planning grant at this point. This means that we are going to spend a couple thousand to apply for a grant that will cover the federal planning requirements for the improvement itself. This plan is estimated to cost \$80,000 and is what the planning grant will cover. Once complete, we can make application for the improvement grant itself. If this seems like a long and tedious process, it is. However, it may be the best way to address this need.

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

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

Inliner is continuing work on Miller Road and Morrish Road. They have been attempting to complete this area prior to the Miller Road surface rehabilitation. However, they have hit a snag. A break in the main transmission line has been found under the road near Fairchild. With this asset being critical and work starting on the 10th, we have declared this an emergency repair and retained Glaeser Dawes to conduct the repair. This work was completed the week of August 21st.

Moving forward, all unfinished lining on Miller will be conducted at night. This will allow work to avoid the road construction crews, and it will also greatly reduce the disruption to local businesses who would otherwise be advised to refrain from water/sewer use during the process.

This year's project 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** (*No Change of Status*)

See the borrowing section below for information on the continuation of the bonding process.

OHM has approvals from GCDC-WWS and USDA for water main. EGLE is the last plan reviewer, and we expect this to go more smoothly. We should be able to bid this with the streets this month. Under the current timeline, we are much less likely 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. Note that this could be made substantially worse if the State amends the Social Welfare Act (see below).

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** *(No Change of Status)*

We have paid an invoice to have the county begin work to abandon the 8" Dye Road water main in the vicinity of the rail line (west side of Dye). They will be using their pre-qualified contractor to perform the work, and I expect them to start at any time. The cost to perform the work is estimated to be \$17,740. We have budgeted for this, and based upon our operating agreements with the county, we should not require any other formalities or resolutions to proceed.

Moving these customers from the west side to the east side will allow the city to abandon the Dye line south of the rail. We think this is a great move to avoid potentially serious issues down the road. This line is a dead end and is prone to breaks, which can be very costly and dangerous near the rail spur. Note that the city will still maintain the water customers, even though they are on the county's intercommunity line. This is a clear long-term win for the city.

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)*

All equipment is installed. We await software and training. The provider is working on scheduling this. 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** (*No Change of Status*)

The 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 **raceway owner affirmed the removal of two out-buildings imminently.** The last should come down this fall. He hopes, but will not commit, to removal of the main building in 2024.
2. The **demolition of Mary Crapo is done.** 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.
3. 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.
4. **Street repair in 2023** is moving forward. Miller Road is underway now. Local street work will be out for bid in August. Repairs on School Street are done, and crack filling should be mid-summer.
5. The **Brewer Condo Project** first tri-plex is complete and for sale. We can affirm now that two of three units have sold! The third is apparently under contract for sale. The builder reached out to discuss the future phases. He said there is a lot of interest in the concept and location. However, the lack of a ground floor master bedroom is a non-starter for most buyers. He believes they can redesign the layout to accommodate this need, which might result in the future phases being multi-story duplexes. I indicated that this may be the best path forward. A site plan revision would be necessary.
6. 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. In the meantime, there are three units available in the current phase. We are beginning the process of inspecting infrastructure for final improvements and the eventual transfer to the city.
7. 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. We have a court order to remedy blight at 7015 Miller. However, our attorney indicates they are proceeding independently to make this happen, and we are inclined to pursue this path, which was ultimately the solution for the adjacent homes with the same owner.
8. **Park projects** are substantially complete and include both basketball courts and Elm's tennis courts. We still need to paint markings on the Elms basketball courts. There is also an opportunity to mark the open area next to these for some use (pickleball, a 2D toddler village, etc.)
9. We have some interest in two **Meijer out lots**, as well as some potential **downtown renovations.** There are no applications or site plans, but I will keep the council informed if anything takes shape.
10. **New Businesses continue to come to town.** The former Swartz Creek Bakery has been sold to a local business that specializes in renovations.

11. **(Update) Mundy Megasite/Costco.** By all accounts, Costco will likely be placing a store on Hill Road, by US-23. There is no update regarding the megasite that the MEDC and regional chamber are marketing on Maple Avenue. We have had no official communication from either of these groups on this matter.

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

This project is finishing ahead of schedule without issues. We are getting positive feedback from residents!

Note that we have engaged the resident at Fairchild and the path about the possibility of a fence depending on project impact. Staff and the mayor tentatively acknowledged that the city may be able to support this. I will be debriefing with the owner on this matter. This property is unique in its layout and proximity to the path as it relates to privacy, safety, and access.

See the report of March 13 for more details.

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

We have hosted a pair of meetings with different groups of downtown investors. If things go well, we may have some new plans for some transformational projects downtown. 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 (perhaps as much as \$75,000 if it includes universal design)!

A steering committee has been formed to tackle this project. Initial pricing for an engineered space was very high. We are now working with a community group that consists of a local architect, builder, and staff to see if we can source something more approachable.

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!

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

Concerning previously acquired property, the Wade Street property that the city acquired on the corner of Second Street 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.

The site has been cleared of personal property as requested.

✓ **CDBG** *(No Change of Status)*

We signed the agreements, which means we can bid the projects during the winter. The previous report follows.

Applications were submitted for the 2022-2024 cycle which will go towards senior services and new downtown residential neighborhood sidewalks and/or decorative lighting.

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

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

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

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

Shattered Chains hosted volunteer workdays the weekend of the 19th! They got much work done! All 18 baskets and fairways are good to go. The tee pad installation is the next step. The group is very happy with how things are going.

✓ **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. It appears that our request through Kildee's office WILL be in the federal budget. However, the amount may be a fraction of what was requested.

If so, we should be able to scale the project. If we can combine this with the RPG, we should still be able to get something good accomplished. 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** *(No Change of Status)*

Mary Crapo is likely to be used as a sport facility for the school. Initial indications are that the Ingalls Street side of the block MAY be altered to accommodate additional angle parking. This could drastically change the composition of the street. With that in mind, I think it is prudent to wait until this plan is put forth in the coming months so we can plan any markings, speed bumps, or other features in tandem with the school changes. The previous report follows.

Examples for speed humps are in the May 22, 2023, packet. There is not a 'silver bullet' solution for speeding. Instead, we can look to implement various strategies for traffic

calming and enforcement that each play a role in moving average traffic speeds to the slower end of the spectrum.

With that said, speed bumps can play a part on certain streets, such as Seymour at Oakview or on Ingalls. We can also continue to look at narrow lanes, on street parking, street trees, radar signs, traffic officers, and pavement stencils. The downside is that there is not currently a budget set up for this. It may be a worthy idea to test a pilot area, such as Seymour or Ingalls, where multiple strategies are enacted at the same time. The previous report follows.

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 likely to be Elms. We were leaning towards Miller, east of downtown, but the curve and right of way may not be the best.

The DPW is very impressed with these. I inquired to Metro about pricing and if the mobile trailer is available. If our experience is positive and prices reasonable, we may look to budget more as part of our community speed control program.

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.



✓ **CIVIC PARKING LOT SCOPE CHANGE (Update)**

The parking lot should have the top coat before we meet. I will look to remove this from future reports.

✓ **FIBER INSTALLATION** *(Update)*

All but a couple of Frontier's fiber permits are approved. Work on installation has begun in the city and surrounding townships. We are working with them to avoid Miller Road conflicts during construction. 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 the 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)*

We are prepared to borrow for both water and street work. We will bid all work soon and have a better understanding of what our financial needs will be. Until then, there will not be any direct sale (USDA) or competitive sale (street bonds). Note that the P&G rating is in and sits at AA-. This is a good rating, with BBB being considered investment grade. Bonds of AA rating are determined to excel as investment opportunities in all aspects. Both AAA and AA bonds are generally favored among investors and are deemed high grade bonds. However, AA bonds are perceived to carry additional risk, hence the marginally lower rating. The report is attached.

✓ **SOLAR SYSTEM MODEL** *(No Change of Status)*

We are continuing to seek funding for the solar system model that was proposed to run between Elms and Otterburn Parks. We officially have a partner with an observatory in Nelson, NZ (they requested metric units for their sign). This will require the purchase and shipping of a sign station to NZ, an expensive endeavor. However, since we are approved to use the MEDC RRC crowdfunding and external grants, we think this is worth it. Who knows, we may even create a Guinness Record for the world's biggest scale model.

Note that we are including wayfinding (directional) signs for this stretch that goes between Elms, Otterburn, and Elms School. This will serve to keep those unfamiliar with the area on track. This requires a new set of proposals from Signs by Crannie.

The previous report follows.

We contrived an interactive scale model of the solar system that could be displayed and described on the new 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.

We have begun preliminary conversations with Nelson, New Zealand to participate. Their community is 8,630 miles away, which reflects the approximate distance to the next closest star.

The park board approved this concept for installation at their May meeting.

✓ **PUBLIC SAFETY ASSESSMENT (Update)**

2023 also completes ten full years of public safety assessment collections! The city will need to revisit the public safety assessment before the end of 2023. The process to do so is as follows.

There must be a City Council resolution approving the SAD and for the administration to gather an estimation of the costs needed for Public Safety and schedule a public hearing to consider the estimate, need for the special assessment, and hear objections. The public hearing notice must be sent by first-class mail to the property's record owner according to the last tax roll reviewed by the City Board of Review at least 10 days prior to the hearing. Publication of the notice must also occur 5 days before the scheduled public hearing in the local newspaper.

If the Council chooses to proceed, I recommend a resolution in October that sets the first public hearing for November. At that meeting, a resolution can designate the boundaries for the SAD and amount of the levy. The Council must hold a second public hearing with the same notice provisions as the first to confirm the SAD with any additions or corrections for the coming fiscal year.

I suspect that, like the first assessment, this process can occur in late fall. With the assessment and budgets firmly in place and functional for the past decade, it is likely that a renewal of the same boundaries (all city parcels) and same rate (4.9 mils) will suffice.

The previous report follows.

In 2013, the city went through a process to apply a 4.9 mil assessment to all real property in the city for the purpose of collecting revenues to support police and fire operations. This was done at a time when the city was down two full time police officers, provided about 1/5 the current amount of fire apparatus funding, and was still operating a substantial general fund deficit of about \$250,000/annually.

The underlying cause of this pronounced deficiency was the catastrophic collapse of the community's taxable value as a result of the housing crisis and a specific and dramatic reduction in GM's taxable value. Massive reductions in raceway revenue sharing were also impactful.

Note that the presence of GM and the active raceway enabled the city to be one of the lowest, if not the lowest taxing city in the state that did not have a separate income tax at the time. The assessment enabled the city to return to pre-existing service levels for police and fire, a practice that continues to this day. This increase, along with the street tax that

passed a few years later, brought the city closer to the middle of the curve for tax effort (see the most recent budget book, which still has Swartz Creek as the third lowest taxing city in the region).

With that said, the assessment makes up about 30% of the city's general fund revenues and is essential to maintaining police and fire services. The city can certainly consider other options, or a combination of options, including service reductions, a voted tax, or a change in prioritization of appropriations (e.g., decrease park spending in favor of public safety). There are costs and benefits to each approach, but this discussion is going to present itself in the coming months.

If there are any general or specific questions that council members have, please let the rest of council and/or myself know.

✓ **OTTERBURN BIKE RACE** *(No Change of Status)*

The council approved an introductory off-road bike race at Otterburn Park. The event is planned for Sunday, September 17th, and they plan to have the park for exclusive use. Participant numbers would be about 75 (seeking approval for 100) and spread out over the day. The event does not require any site preparation, and their non-profit, Greater Flint Athletic Club, will provide for onsite volunteers and toilet facilities to meet attendee needs.

✓ **BROWN ROAD LAND SALE OPTION** *(Update)*

The city opted not to pursue the option for the sale of Brown Road. I have relayed this information to the Shiawassee Economic Development Partnership. The director completely understands. While he may wish to pursue a first-right-of-refusal agreement, at this point it seems enough to know that the city is open to marketing the property to a potential user.

In the meantime, they requested to perform wetland delineation of the entire area. I indicated that the city would allow delineation of wetlands on city-owned property if a professional service company was conducting the definition and added the city as an additionally insured party. We have insurance, and they are likely conducting fieldwork.

✓ **SOLID WASTE MANAGEMENT PLAN** *(Update)*

The council did not ratify the plan. I suspect the plan will undergo amendments and return to the council. I will remove this from future reports and provide updates.

✓ **CROWN CASTLE METRO ACT PERMIT** *(Update)*

We have a new Metro Act permit from Crown Castle. This is a routine application for telecom providers to operate utilities in the right of way. Our attorney is reviewing this, and I expect to have it on the agenda for the September 25, 2023 meeting. Due to the state statute, there is not a lot of wiggle room that the city has in reviewing or denying these.

✓ **CROSS CONNECTION SHUT OFFS** *(No Change of Status)*

There are a number of water connections identified in the city that have devices in the internal plumbing that require independent testing and verification in order to comply with the state requirements for cross connections. At this point, we have many commercial

and residential customers that are out of compliance after two separate notices. The inspector has sent out a service termination notice that gives the customer until December 8th to comply. If they do not, they can appear at the December 11, 2023 city council meeting to appeal the decision to terminate service. After that point and depending upon the outcome of any deliberation at the December 11 meeting, the city will be compelled to terminate water service.

This is not something we wish to be pursuing, but the expectations for cross connection are objective and reasonable.

✓ **COMPENSATION COMMISSION (Update)**

This group is due to meet this fall and make their recommendation on city council compensation. Though not required, we also ask them to review and recommend compensation for Zoning Board of Appeals and Board of Review.. I will report their findings. They usually recommend inflationary increases. They have also reworked stipends to account for technology needs in recent years.

As of writing, there is not a meeting scheduled for the Board of Elections, and it appears the election worker pay decision will be completed in early 2024 and not at this time.

✓ **ALLEY DISCUSSION (Update)**

I reported our findings regarding the alley by the Mary Crapo site to the school. I am not sure if they will take the next step to perform a title search or not. I will keep the council informed.

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

✓ **MONTHLY REPORTS (Update)**

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

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

✓ **PLANNING COMMISSION (Update)**

The PC met on August 1st. The September meeting was cancelled. The purpose of the meeting was to hold a public hearing and deliberate on the merits of a Planned Unit Development Overlay for the downtown. The planning commission deliberated on a boundary for the overlay, a massing concept plan for the district, and design guidelines. These changes are intended to attract and promote more dense redevelopment and use of properties in the downtown.

The commission recommended approval of the ordinance, and the city council affirmed the ordinance. There is not any pending business at the moment, but there are some conceptual inquiries for a Meijer out lot and some downtown property changes. I do expect a site plan or two this fall. The next regular meeting is scheduled for October 3, 2023.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY (Update)**

An existing member has moved from a downtown area residence to another area within the city. As such, the DDA MUST have another downtown property interest member

appointed prior to their next meeting. I am hopeful that we will have a candidate by Monday and have included a resolution to this end. The previous report follows.

The DDA meeting for August 10th was cancelled due to a lack of quorum. On the agenda was a proposed budget increase for historical signs so that four could be purchased instead of three. There is also a request for funding to support Jeepers Creekers.

Their next meeting is scheduled for September 14th.

✓ **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** *(No Change of Status)*

There was not an August board meeting due to a lack of agenda items. I suspect the group will meet in September to debrief some events (Art in the Park, Slip and Slide, Bike Race, and Otterburn improvements). They may also be considering pavement markings or other additions to activate the open space between the basketball and tennis courts at Elms Park.

The next meeting is scheduled for September 19th.

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

The July BOR was Tuesday July 18 at 3:00. This session is set aside for Qualified Errors, Disabled Veterans Exemptions and Poverty Exemptions. There were no petitioners. We had a quorum of board members, with the alternate also attending.

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

Routine duties include record management, publications, FOIA request, human resources, payroll approval and everything related to elections.

Connie and I attended the Michigan Association of Municipal Clerks 2023 Member Education Day on August 30, 2023. We received some information on the 9-day early voting process, but not as much as we would have liked. We are waiting for legislation to pass/fail to know more. At this point, it is just a waiting game.

We attended the Genesee County Clerks meeting on September 7, 2023, and learned more information about early voting. We are not allowed to implement early voting for our election this November but have to wait until 2024. The State is only allowing one municipality from Genesee County to pilot and implement the 9-days of early voting this coming November. We also learned about new Hart election equipment.

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.
- ❑ Civic Center parking lot is under construction hopefully when you are reading this the paving is complete.
- ❑ SRTS trail project is nearing completion. We have completed a walkthrough and are developing a punch list for completion of the project.
- ❑ Miller Road is underway. Project is moving along nicely with the north side of the road curb removal and replacement nearly completed. Contractors will finish pouring the new curb and hand patching in the asphalt near the curb and restore soft surface before switching over to the south side of the road. Project is on schedule to be completed by the expected completion date.

✓ **TREASURER UPDATE (Update)**

The auditors from Plante & Moran are continuing offsite fieldwork for the FY23 audit. Our staff is continuing to work with them on open items as they arise. I am working with Amy Nichols in preparation for her assuming the finance and treasury duties. 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)**

We have continued to work on the historical sign project by correcting narrative and pictures again. I'm hopeful we are on the final draft now! I will also be planning some form of public unveiling and will add details once we have a better idea of when the installation will be complete.

Family Movie Night season is done! Overall, we had great community participation throughout the summer. The Firefighter's association was integral to the movies as always and I am grateful that they were able to support it the way they did. I am going to work on securing volunteers earlier in the year so that I don't have to be on site for every movie night. We may also want to consider updating our equipment, as we did have a few issues with sound this year. It isn't apparent to us which part of the equipment needs to be replaced, although we're guessing it may be the main control panel.

We have at least one very interested prospective buyer of the old Methodist Church at 4484 Morrish Road. More to come as that process moves along. The MEDC has provided us with a draft marketing brochure geared towards redeveloping the property as a potential restaurant or brewery.

Now that summer activities have wound down, I'm starting to think of Fall and Winter activities. I've reached out to the business community and the fire department about ideas they may have. I'm hopeful we can add onto the Christmas Parade with some business centered events. Please let me know if you have any suggestions or if you know of an organization that would be a good partner.

I continuously connect and meet with business owners throughout Swartz Creek. I am hoping to have another business owner roundtable soon.

As of now, it sounds like the entryway signs at Elms Park, and Seymour and Miller Roads may be adopted by willing individuals! More to come on that as it progresses.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **GENESEE CO. PARKS COMMISSION PLAN OPT-IN REQUEST (*Business Item*)**

We have a request from the Genesee County Parks and Recreation Commission to opt-in to the action program section of their amended Park, Recreation, and Open Space Plan. Their letter is included in the packet. The city has opted-in previously, with the thought that regional cooperation is a best practice and that our local plan could then be actionable by the county and vice-versa when it comes to state and federal grants, especially by the DNR. I recommend we cooperate.

In addition, they are seeking public input. I have distributed their online survey widely. I encourage folks to take this survey. One of the areas we hope people comment on is the need for the county to invest in active recreational amenities in the Swartz Creek area. This follows much discussion by our park board regarding the need to provide regional recreation in west-central Genesee County (Clayton, Gaines, Swartz Creek, Flint Township, and Mundy Township). Until Mundy opened Miracle Commons, Swartz Creek was the only provider of municipal active recreation between Flushing and Linden, with county parks being adjacent to both of those communities.

As we observe, Elms Park is busting at the seams. Our city can only do so much, with our obligation to the local taxpayers. We cannot readily provide resources to such a large population base in a sustainable manner.

✓ **MILLER SETTLEMENT CITIZEN OF THE YEAR (*Business Item*)**

The Mayor is going to honor Rick Henry in front of friends and family this Monday! Spread the word!

✓ **FIRE DEPARTMENT BUDGET (*Business Item*)**

I am including materials from the August 21, 2023, Fire Board meeting, mostly pertaining to the draft budget and equipment purchasing schedule. This was updated by the chief since that meeting, with his narrative and updates included. Chief Plumb will be joining us on the 11th to go over this.

Please take a look at the 2024 Budget/Apparatus Replacement Schedule section of the Fire Chief's Report. As you can see from this and the draft budget instrument, there are some hefty increases proposed for both. The 2024 fiscal year (calendar year) budget for the FD is expected to be up 14.6%. This could be mitigated by equipment sales that generate additional revenue and/or grants. Clearly, this is a massive jump and not sustainable. However, the crux of the issue is not so much a matter of operating as it is equipment purchases, largely the replacement of jaws of life.

With that said, I think the conversation about fire funding for this year and the coming years' apparatus distils down to equipment expenses. The city is still paying off the pumper truck that was ordered previously. However, new needs are being put forth in the

form of smaller needs like the jaws of life and the larger needs, such as the ladder apparatus (2028 delivery at estimated \$1,500,000).

These needs are not able to be supported by our current budget and long-term plans for apparatus support through the Fire Equipment Fund. Scrutiny of the needs and options with Fire Department staff is required to determine a course of action. Ultimately, a long-term plan for all equipment needs is required to be planned, adopted, and funded.

This MAY result in the ability to acquire the stated apparatus if the timeline for that specific unit and other needs permits enough payments into the fund prior to delivery/final payment date. It is also crucial that other needs do not present themselves during the savings or payoff period as these would be without a funding source of their own, be it within the operating budget or equipment fund.

At any rate, I suspect our delegates to the Fire Board will have some information to add to this conversation. I also expect Chief Plumb and/or his staff to have more details on the service need and how a ladder truck fits in to that. I have been liaising with Mr. Spillane with Clayton Township, but their disposition to the proposed budget and future apparatus purchase is not yet known to us. Though I suspect they are facing the same revenue limitations that we are.

Giving the presented needs for the 2024 operating budget, equipment costs for the coming fiscal year, and the ability to secure other funds, I think council can approve this budget. I suspect that Clayton Township will.

Concerning larger apparatus, I hope there is discussion on the matter at our meeting. However, I do not think we are in a position to approve the next purchase or the schedule at this point.

✓ **ROAD STRIPING COOPERATIVE BID ACCEPTANCE** (*Business Item*)

Due to recent road work and ongoing maintenance needs, the city needs to engage in line painting to delineate travel lanes and other markings on public streets.

We have a good standing practice of piggy-backing with the Genesee County Road Commission bid for this work. The pricing established by the county for linear paint is attached in the form of a bidding tabulation from August 3, 2023. The pricing for symbols is included and established by the February 28, 2023 tabulation for Livingston County.

The contractor indicated they would honor this unit cost for the city when they are in the area. As it is with road salt, there is no way the city could get this kind of scaled pricing on our own. I recommend we accept the county bid prices by M&M Pavement Marking in lieu of a separate bidding process. This contractor has done good work for the city in the past.

Based upon last year's invoice and number of units applied, we can expect about \$16,000 worth of work. I am including the county pricing. I recommend we proceed.

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. As of writing, I am not sure this is going to be worked out.

DPW Equipment: The dump will be listed upon delivery of the replacement. We cut the check for the new chassis this week. We are looking to list one of the surplus backhoes as well.

Mobile Phone Service: Verizon service has been declining for years in the city. It is so bad that our DPW has requested we proceed with a new carrier, even before our current agreement expires at the beginning of 2024. We have tested T-Mobile for a month and find that it meets or exceeds our needs. I will look to switch as soon as possible and attempt to recover the remaining value of our contract with Verizon.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, September 11, 2023, 7:00 P.M.**

Motion No. 230911-4A **MINUTES – AUGUST 28, 2023**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, August 28, 2023, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230911-5A **AGENDA APPROVAL – SEPTEMBER 11, 2023**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of September 11, 2023, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230911-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of September 11, 2023 including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230911-8B **RESOLUTION TO APPROVE THE FISCAL YEAR 2023
BUDGET FOR THE FIRE DEPARTMENT**

Motion by Councilmember: _____

WHEREAS, the agreement for fire service between Clayton Township and Swartz Creek City indicates a specific process for budgetary review and approval by the municipalities; and,

WHEREAS, the staff of Clayton Township and the Swartz Creek City have found the proposed budget to be acceptable by both parties; and,

WHEREAS, the Swartz Creek Fire Board affirmed the proposed budget at their regular meeting on August 21, 2023

NOW, THEREFORE, BE IT RESOLVED THAT the City of Swartz Creek approve the Fiscal Year 2024 Swartz Creek Area Fire Board Budget, a copy of which is attached hereto, gross maximum total not to exceed \$399,031.50, to be paid commensurate of the agreement between the City of Swartz Creek and the Township of Clayton, payment being the City's obligation of one-half of the proposed total budget.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230911-8C

RESOLUTION TO APPROVE COOPERATIVE PRICING AND ESTIMATE OF SERVICES FOR ROAD STRIPING SERVICES

Motion by Councilmember: _____

WHEREAS, the city finds it necessary to properly and adequately mark its streets with paint for lane delineation and related purposes; and

WHEREAS, this process requires various pavement markings and decals to be applied to the city streets to complete this process; and

WHEREAS, the City's Purchasing Ordinance, Chapter 2, Article VI, Section 2-406 provides for and encourages cooperative government purchasing practices; and

WHEREAS, the Genesee County Road Commission has accepted pricing from M & M Pavement Marking, Inc. for the purchase of linear pavement markings to public rights of way; and

WHEREAS, the Livingston County Road Commission has accepted pricing from M & M Pavement Marking, Inc. for the purchase of symbol markings to public rights of way; and

WHEREAS, the unit costs bid to the two counties have been made available to the City and the city council finds that the lineal foot costs and symbol costs listed cannot be matched if attempts were made to bid on the open market or through private sources.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council accept the Genesee County Road Commission's cooperative purchasing extension for the purchase of linear pavement marking services and the Livingston County prices for symbols from M&M Pavement Marking, Inc., as in the September 11, 2023 city council packet, expenses to be distributed to the Local and Major Street funds proportionate to use at the direction of the City's Finance Director.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230911-8D

RESOLUTION TO OPT-IN TO THE GENESEE COUNTY FIVE YEAR PARKS, RECREATION, OPEN SPACE AND GREENWAYS PLAN

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek continues to seek collaboration in providing recreation resources and meeting future needs for recreation lands, facilities, and services; and

WHEREAS, the City of Swartz Creek will continue to operate under the approved City of Swartz Creek Parks and Recreation Plan of 2023; and

WHEREAS, the Genesee County Parks and Recreation Commission has offered to include recreation action plan items for the City of Swartz Creek in its Five-Year Parks, Recreation, Open Space and Greenways Plan to allow for any future opportunities and cooperation.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek City Council authorizes inclusion of the City of Swartz Creek Park Plan in the Genesee County Parks and Recreation Commission Parks, Recreation, Open Space and Greenway Plan, for submittal to the State of Michigan.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230911-8E

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 exists 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:

#230911-8E1 **MAYOR APPOINTMENT:** _____
Downtown Development Authority – Property Interest
Remainder of Four year term, expiring November 17, 2025

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230911-11A ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of September 11, 2023.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 08/28/2023**

The meeting was called to order at 7:00 p.m. by Mayor Krueger in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

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

Councilmembers Absent: None.

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

Others Present: Chief Dave Plumb, Renee & Jim Kraft, Scott Thomas, Steve Worden, & Dan Potter.

Others Virtually Attended: Lania Rocha

APPROVAL OF MINUTES

Resolution No. 230828-01 **(Carried)**

Motion by Councilmember Spillane
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday August 14, 2023, to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No. 230828-02 **(Carried)**

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as presented for the Regular Council Meeting of August 28, 2023, to be circulated and placed on file.

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

CITY MANAGER’S REPORT

Resolution No. 230828-03

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager’s Report of August 28, 2023, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

None.

COUNCIL BUSINESS:

RESOLUTION TO APPROVE THE AMENDMENT OF THE GENESEE COUNTY SOLID WASTE MANAGEMENT PLAN

Resolution No. 230828-04

(Denied)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

WHEREAS, the plan was prepared pursuant to the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, Part 115, Solid Waste Management, and its Administrative Rules by the Solid Waste Management Planning Committee and the staff of the Genesee County Metropolitan Planning Commission; and

WHEREAS, the proposed amendment to the Genesee County Solid Waste Management Plan has been approved by the Solid Waste Management Planning Committee and the Genesee County Board of Commissioners; and

WHEREAS, the members of the Council have had an opportunity to review the Plan amendment and have determined the proposed Plan amendment is acceptable; and

NOW, THEREFORE, BE IT RESOLVED, by the Swartz Creek City Council of the County of Genesee, Michigan, that the proposed Amendment to the Genesee County Solid Waste Management Plan is an acceptable amendment to the current Plan; and is hereby approved.

Discussion Ensued.

YES: None.

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

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

Resolution No. 230828-05

(Carried)

Motion by Councilmember Gilbert
Second by Mayor Pro Tem Hicks

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

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

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby authorizes and extends closure and private use, including routine maintenance (waste removal, snow removal, and general safety) of the city alley north of and adjacent to 8006, 8010, 8012, and 8014 Miller Road for the purpose of food service, including alcohol sales, inclusive of all stipulations and conditions as specified and listed within the original permit and the extension, dated August 21, 2023, including the provision of valid insurance that lists the City of Swartz Creek as an additionally insured party for all activities.

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

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

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

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

Discussion Ensued.

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

NO: Spillane, Gilbert. Motion Declared Carried.

RESOLUTION TO APPROVE THE CITY CLERK PROFESSIONAL SERVICE AGREEMENT

Resolution No. 230828-06

(Carried)

Motion by Councilmember Knickerbocker

Second by Councilmember Cramer

WHEREAS, section 4.2 of the City Charter provides that the appointive office of Clerk shall be filled by the City Manager with approval of the City Council; and

WHEREAS, section 7.3 of the City Charter provides for the fundamental duties of the Clerk; and

WHEREAS, the City and the Clerk have established terms and conditions for employment as documented in a Professional Services Agreement between the City of Swartz Creek and Connie Olger, current City Clerk; and

WHEREAS, the current City Clerk will be retiring, effective at the end of December 31, 2023, necessitating the transfer of routine an official duties to another qualified individual; and

WHEREAS, Mrs. Kraft and the City have come to an agreement on specific terms and conditions regarding the city's appointment of her to the office of Clerk.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek approve the Agreement between the City of Swartz Creek and Renee Kraft as included herein, and further authorize the Mayor and City Clerk Mrs. Olger to execute the agreement on behalf of the City.

BE IT RESOLVED that the City of Swartz Creek City Council authorizes and directs the City Manager to oversee the phased and official transfer of duties from Mrs. Olger to Mrs. Kraft, as is practical and prudent, commencing September 5, 2023 and concluding by December 31, 2023.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE THE TREASURER PROFESSIONAL SERVICE AGREEMENT

Resolution No. 230828-07

(Carried)

Motion by Councilmember Spillane

Second by Mayor Pro Tem Hicks

WHEREAS, section 4.2 of the City Charter provides that the appointive office of Treasurer shall be filled by the City Manager with approval of the City Council; and

WHEREAS, section 7.4 of the City Charter provides for the fundamental duties of the Treasurer; and

WHEREAS, the City and the Treasurer have established terms and conditions for employment as documented in a Professional Services Agreement between the City of Swartz Creek and Deanna Korth, current Treasurer; and

WHEREAS, the current City Treasurer will be retiring, effective at the end of October 31, 2023, necessitating the transfer of routine an official duties to another qualified individual; and

WHEREAS, Mrs. Nichols and the City have come to an agreement on specific terms and conditions regarding the city's appointment of her to the office of Treasurer.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek approve the Agreement between the City of Swartz Creek and Amy Nichols as included herein, and further authorize the Mayor and City Clerk Olger to execute the agreement on behalf of the City.

BE IT RESOLVED that the City of Swartz Creek City Council authorizes and directs the City Manager to oversee the phased and official transfer of duties from Mrs. Korth to Mrs. Nichols, as is practical and prudent, commencing September 5, 2023 and concluding by October 31, 2023.

Discussion Ensued.

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

PROCLAMATION TO RECOGNIZE NATIONAL RAIL SAFETY WEEK

WHEREAS, Rail Safety Week is to be held across the U.S. from September 18 to 24, 2023; and

WHEREAS, 2,194 rail grade crossing collisions resulted in 803 personal injuries and were responsible for 274 fatalities in the United States during 2022; and

WHEREAS, 1,208 pedestrian trespassing casualties have occurred in the United States resulting in 658 pedestrians being killed and another 550 injured while trespassing on railroad property rights of way during 2022; and

WHEREAS, educating and informing the public about rail safety (reminding the public that railroad right of ways are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

WHEREAS, the International Association of Chiefs of Police, National Operation Lifesaver, United States Department of Transportation, and all local, state, county, and railroad law enforcement officers, first responders, and railroad corporations commit to partnering together in an effort to educate at a national level all aspects of railroad safety, to enforce applicable laws in support of National Rail Safety Week.

THEREFORE, I, Mayor David A. Krueger, do hereby attest my full support proclaiming September 18th to 24th, 2023, National Rail Safety Week and I encourage all citizens to recognize the importance of rail safety education.

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

Resolution No. 230828-08

(Carried)

Motion by Councilmember Henry
Second by Councilmember Knickerbocker

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

**AGREEMENT FOR
PROFESSIONAL ASSESSOR SERVICES**

This Agreement (“Agreement”), made and entered into this ___ day of September, 2023 by and between the **City of Swartz Creek**, a Michigan Municipal Corporation, with principal offices at 8083 Civic Drive, Swartz Creek Michigan 48473 (“City”) and, **Legacy Assessing Services, Inc.**, 110 Mill St, P.O. Box 489, Fenton Michigan 48430 (“Legacy”).

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

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

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

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

SECTION I: BASIC SERVICES OF LEGACY

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

1.1 General Duties:

Legacy Assessing Services, Inc. shall be required to perform all duties of an assessor pursuant to City Charter, Michigan statutory and case law, Michigan State Tax Commission rules, regulations and policies, and all other rules and guidelines established for the proper performance of said position, as same may from time to time be amended, while this Agreement is in effect, and shall conduct and perform same in accordance with all applicable standards of professional conduct required of such Assessors. If material changes in the laws, statutes, rules, guidelines or City Charter during the term of this Agreement result in a substantial additional work burden on Legacy Assessing Services, Inc., Legacy Assessing Services, Inc. and the City agree to enter into good faith negotiations regarding possible amendments to this Agreement. For purposes of this paragraph, the term “substantial additional work burden” shall be determined to exist by mutual agreement of Legacy Assessing Services, Inc. and the City. If they cannot agree as to whether a substantial additional work burden has been imposed upon Legacy Assessing Services, Inc., Legacy

Assessing Services, Inc. and the City shall select a mutually agreeable mediator/arbitrator who shall facilitate the negotiations to assist the parties in reaching such a determination, and if an impasse is reached in such negotiations, shall make said determination. The determination of the mediator/arbitrator shall be final, however, said mediator/arbitrator shall not have authority to establish the amount of additional compensation, if any.

1.2 Office Hours/Availability:

During the term hereof, Legacy Assessing Services, Inc. shall provide virtual and in-person services as follows:

A. Legacy Assessing Services, Inc. shall provide its own technology sufficient to provide virtual services by proxy, including the ability to access email, make/receive phone calls, and access the city's server/work desktop programs/databases via city supplied remote access. Legacy Assessing Services, Inc., shall devote at least one workday each week to the provision of city services via remote access or in-office appointments/efforts. The parties shall specifically agree upon a regular schedule for the maintenance of such virtual and in-person office hours. In the event Legacy Assessing Services, Inc. is unable to fulfill virtual office hours on the appointed days/times, it shall notify the City of the fact as soon as is reasonably practicable and an alternative schedule shall be substituted.

B. Legacy Assessing Services, Inc. shall provide in-person staff for all Board of Review events and related trainings/consultations, as required.

1.3 Public Relations/Customer Service:

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

1.4 New Construction/Loss Adjustment:

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

1.5 Economic Condition Factors (ECF):

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

1.6 "Proposal A" Requirements:

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

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

1.7 Assessment Roll Preparation and Records:

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

1.8 Reports:

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

1.9 Board of Review:

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

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

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

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

1.10 Sales and Appraisal Studies:

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

1.11 Forms:

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

1.12 Defense of Appeals:

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

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

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

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

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

1.13 Reappraisal Program:

Legacy Assessing Services, Inc. shall continue to reappraise parcels in the City each year, as time permits, to ensure proper assessments when parcels are “uncapped.” Maintenance renovations to structures are

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

1.14 Personal Property Statements, Canvas and Audits:

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

1.15 Equalization Increases:

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

1.16 Land Division Applications:

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

1.17 Assessor Certification:

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

1.18 Transportation and Equipment:

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

1.19 Indemnification/Employment:

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

1.20 Preparation of DDA and Reporting:

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

1.21 Assessor’s Recommendations:

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

1.22 Security of Information:

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

1.23 Optional Services:

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

SECTION II: TERM OF AGREEMENT

2.1 Contract Period:

Legacy Assessing Services, Inc. shall commence performance of the services herein required on October 1, 2023. Unless sooner terminated, this Agreement shall, by its terms, expire September 30, 2024.

2.2 Mutual Right of Termination:

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

2.3 Termination for Cause or Breach:

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

2.4 Notice of Termination:

Upon receipt of notice of termination or upon termination of this Agreement by expiration of its term, Legacy Assessing Services, Inc. shall immediately deliver to the City the originals and original copies of all data, paper and computer files, drawings, specifications, reports, value estimates, summaries and other information and materials as may have been accumulated by Legacy Assessing Services, Inc. in performing

this Agreement, whether completed or in process and same shall be in unaltered form, readable by the City. In the event of the failure or refusal of Legacy Assessing Services, Inc. to forthwith deliver the above referenced materials, documents and files, City may seek a Circuit Court order compelling the production of same forthwith, and Legacy Assessing Services, Inc. herein expressly waives notice of hearing thereon agreeing that a mandatory injunction may immediately issue due to the fact that the failure to receive the stated materials, documents and files will result in irreparable harm to the City without leaving the City an adequate remedy at law, thereby entitling the City to an immediate judgment in its favor in this regard. The City shall be entitled to damages from Legacy Assessing Services, Inc. for any information, materials or documents that are turned over to the City in unusable or altered form.

2.5 Amendment/Renegotiation:

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

If the Agreement is not reviewed or extended prior to its expiration date and the City desires to have Legacy Assessing Services, Inc. continue on a month-to-month basis, the fee will be that which existed for the final month of the original term, being September, 2022.

SECTION III: PAYMENT

3.1 Compensation for Basic Services:

During the term of this Agreement, the City agrees to pay to Legacy Assessing Services, Inc., for performance of the Basic Services set forth in Section I of this Agreement, an amount equal to \$33,016.80 yearly (thirty-three thousand, sixteen dollars, eighty cents). Legacy Assessing Services, Inc. shall invoice the City an amount equal to \$2,751.40 on a monthly basis, net due 20 days.

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

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

SECTION IV: CITY RESPONSIBILITIES

4.1 Basic Data:

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

4.2 Office Equipment:

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

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

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

Legacy Assessing Services, Inc. agrees that it shall use its own equipment (telephone, personal computer, printers, copying machine, supplies, modem, fax machine, and office supplies, as noted above) in the execution of virtual and remote activities as outlined herein.

4.3 Computer:

The City shall supply computer hardware, software and peripherals to perform the property pricing and valuation. The City will maintain the hardware, software and peripheral equipment through a regular maintenance program. The City will back up the system on a daily basis with alternate tapes or disks. Any data loss not due to the negligence of Legacy Assessing Services, Inc. as a result of hardware or software malfunction will be replaced at the City's expense.

4.4 Map Maintenance/Tax Roll Printing:

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

4.5 Office Supplies:

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

4.6 Existing ECF Areas:

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

4.7 Preparation of DDA and Reporting:

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

4.8 Legal Counsel:

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

SECTION V: RE-APPRAISAL, NON-BASIC SERVICES

5.1 Additional Services (Pricing/Reappraisal):

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

5.2 Implementation/Responsibility:

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

SECTION VI: MISCELLANEOUS PROVISIONS

6.1 Relationship Between City and Assessor:

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

6.2 Indemnification/Insurance:

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

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

6.3 Non-Assignability:

The parties to this Agreement acknowledge that, inasmuch as the Agreement is in the nature of a Personal Services Contract, and as the City's decision to contract with Legacy Assessing Services, Inc. is based in

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

6.4 Professional Standards:

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

6.5 Ownership of Documents:

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

6.6 Validity:

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

6.7 Survival:

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

6.8 Controlling Law/Venue:

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

6.9 Authorization:

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

(Signature Page Follows)

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

CITY OF SWARTZ CREEK, MICHIGAN:

LEGACY ASSESSING SERVICES, INC.

By: _____
David A. Krueger, Mayor

By: _____
Heather MacDermaid, Partner

By: _____
Connie Olger, City Clerk

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

CHAPTER 9. TAXATION*

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

Section 9.1. Power to tax--Tax limit.

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

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

Section 9.2. Subjects of taxation--Tax procedure.

(a) The subjects of ad valorem taxation for municipal purposes shall be the same as for state, county, and school purposes under the general law.

(b) Except as otherwise provided by this chapter, city taxes shall be assessed, levied, and collected in the manner provided by law.

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

Section 9.3. Exemptions.

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

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

Section 9.4. Tax day.

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

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

Section 9.5. Personal property--Jeopardy assessment.

Draft Minutes

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

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

Section 9.6. Preparation of the assessment roll.

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

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

Section 9.7. Board of Review.

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

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

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

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

Section 9.8. Duties and functions of Board of Review.

For the purpose of revising and correcting assessments, the Board of Review shall have the same powers and perform like duties, in all respects, as are, by law, conferred upon and required of boards of review in townships, except as otherwise provided in this charter. At the time, and in the manner provided in the following section, it shall hear the complaints of all persons considering themselves aggrieved by assessments. If it shall appear that any person or property has been wrongfully assessed or omitted from the roll, the Board shall correct the roll in such manner as it deems just. Except as otherwise provided by law, no person other than the Board of Review shall make any change upon, or addition or correction to, the assessment roll. The Board shall make no such changes, additions, or corrections after it has certified the roll as provided and required by Section 9.11 of this chapter. The Assessor shall make a permanent record of all proceedings of the Board and enter therein all resolutions and decisions of the Board. Such record shall be filed with the Clerk on or before the first day of September following the meeting of the Board of Review.

Section 9.9. Meetings of Board of Review.

(a) The Board of Review shall convene at 9:00 o'clock a.m. on the third Monday in March in each year at a place designated by the Council, or on such other date as may subsequently be required by law for the

meeting of boards of review in cities, and shall meet at the same time and continue in session from day to day for not less than three days for the purpose of considering the assessment roll of the city.

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

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

Section 9.10. Notice of meetings.

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

Section 9.11. Certification of roll.

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

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

Section 9.12. Validity of assessment roll.

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

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

Section 9.13. Clerk to certify levy.

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

Section 9.14. City tax roll.

After the Board of Review has completed its review of the assessment roll, the Assessor shall prepare a tax roll, or a combined assessment and tax roll, to be known as the "City Tax Roll." Upon receiving the certification of the several amounts to be raised, assessed, and charged for city taxes, as provided in the preceding section, the Assessor shall proceed forthwith, (1) to spread the amounts of the general ad valorem tax according to and in proportion to the several valuations set forth in said assessment roll, and (2) to place such other assessments and charges upon the roll as are required and authorized by the Council. For convenience, the city tax roll may be divided into two or more volumes.

Section 9.15. Taxes a debt and lien.

The taxes on real and personal property shall become a debt to the city from the owner or person otherwise to be assessed, on the tax day provided by law. The amounts assessed on any interest in real property shall become a lien upon such real property on the first day of July next subsequent to the tax day, and shall so remain, until paid. Said tax liens shall take precedence over all other claims, encumbrances, and

liens upon said personal property whatsoever, whether created by chattel mortgage, title retaining contract, execution, or upon any other final process of a court, attachment, replevin, judgment, or otherwise, and no transfer of personal property assessed for taxes shall operate to divest or destroy such lien, except where such property is actually sold in the regular course of retail trade.

Section 9.16. Tax roll certified for collection.

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

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

Section 9.17. Tax payment date.

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

Section 9.18. Taxes due--Notification thereof.

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

Section 9.19. Tax payment schedule.

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

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

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

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

Section 9.21. State, county and school taxes.

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

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

Section 9.22. Protection of city lien.

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

Section 9.23. Collection of delinquent taxes.

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

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

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

Section 9.24. Disposition of real property held by city.

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

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

Discussion Ensued.

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

NO: Gilbert. Motion Declared Carried.

ALLEY ABANDONMENT REQUEST

DISCUSSION

Councilmembers agreed that the school should be the one who pursues this and spend the monies needed for title search and then present what they found to council.

MEETING OPENED TO THE PUBLIC:

Chief Plumb commented that he will provide information on the fire department's future needs at the next meeting.

REMARKS BY COUNCILMEMBERS:

Councilmember Gilbert commented that the Miller Road building, properties owner same as S&K is in bad shape .

Mayor Pro Tem Hicks is getting calls from residents about the Miller Road construction, wondering if it was going down to two lanes. She also commented she had fun running the last council meeting due to the Mayor's absence.

Councilmember Spillane remarked the house that house on Elms Road that was up for auction has trees hanging over the sidewalk.

Councilmember Henry wondered if the concrete where the pedestrian islands are on Miller Road are staying. Mr. Zettel responded he believes it will.

Councilmember Cramer informed everyone of a fundraiser that will take place September 17, 2023, at 2 pm @ Jans for Mr. Steve Long. He wondered if the city was aware of damage to Fortinos. Mr. Zettel responded that he will investigate it. Councilmember Cramer is promoting a permanent radar sign on Seymour Road between Miller & Hill.

Mayor Krueger noticed that Mt. Morris has a nice digital sign that promotes community events. He thinks Holland Square would be a good place for the city to have one.

ADJOURNMENT

Resolution No. 230828-09

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular meeting of August 28, 2023, at 8:39 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

Public Works
Monthly Work Orders

09/01/23

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
23-000029 COMPLETED	RA10-004525-0000-02	ALEXANDER, BRIAN 4525 RAUBINGER RD	08/09/23 08/09/23	WATER QUALITY
23-000030 COMPLETED	MA20-008098-0000-08	NEEB, SARAH 8098 MAPLE ST	08/22/23 08/22/23	WATER QUALITY
23-000031 COMPLETED	MA20-008056-0000-03	BEAVER, AMY 8056 MAPLE ST	08/22/23 08/22/23	WATER QUALITY
23-000032 COMPLETED	MA20-008077-0000-01	SHARLOW, CHERYL & MITCH 8077 MAPLE ST	08/22/23 08/22/23	WATER QUALITY
23-000033 COMPLETED	RA10-004534-0001-01	BECKER, DR EUGENE 4534 RAUBINGER # 1 RD	08/24/23 08/24/23	WATER QUALITY
23-000043 COMPLETED	LI10-004265-0000-09	HOGG, KENDRA 4265 LINDSEY DR	08/11/23 08/11/23	WATER LEAK
23-000044 COMPLETED	LU10-009141-0000-01	DIEGEL, DONALD 9141 LUEA LN	08/18/23 08/21/23	WATER LEAK
BXRP23-0217 COMPLETED	LU10-009143-0000-04	HICKOK, SUZETTE 9143 LUEA LN	08/21/23 08/21/23	CURB BOX REPAIR
BXRP23-0218 COMPLETED	CO30-006292-0000-02	PRASOV, GEORGE 6292 CONCORD DR	08/24/23 08/25/23	CURB BOX REPAIR
BXRP23-0219 COMPLETED	MA40-006236-0000-01	BURNER, DENETRA 6236 MANSFIELD ST	08/24/23 08/25/23	CURB BOX REPAIR
BXRP23-0220 COMPLETED	MA40-006246-0000-05	JOHNSON, LYNETTE 6246 MANSFIELD ST	08/24/23 08/25/23	CURB BOX REPAIR
BXRP23-0221 COMPLETED	HT10-003425-0000-01	NORRIS, GREGORY 3425 HERITAGE BLVD	08/24/23 08/25/23	CURB BOX REPAIR
BXRP23-0222 COMPLETED	ST10-006287-0000-02	BENNETT, JASON 6287 ST CHARLES PASS	08/24/23 08/25/23	CURB BOX REPAIR
BXRP23-0223 COMPLETED	ST10-006327-0000-01	WHITMAN, TROY 6327 ST CHARLES PASS	08/24/23 08/25/23	CURB BOX REPAIR
BXRP23-0224 COMPLETED	HT10-003405-0000-01	NEMER, ELIZABETH 3405 HERITAGE BLVD	08/24/23 08/30/23	CURB BOX REPAIR
BXRP23-0225 COMPLETED	HT10-003432-0000-06	HARDY, ERICA 3432 HERITAGE BLVD	08/24/23 08/30/23	CURB BOX REPAIR
CKME23-0520 CANCELLED	MA20-008051-0000-05	BAILEY, ANDREW 8051 MAPLE ST	08/17/23 08/17/23	CHECK METER
CKME23-0521 COMPLETED	LI10-004272-0000-01	BRIGGS, CAROL 4272 LINDSEY DR	08/15/23 08/15/23	CHECK METER
FNRD23-2262 COMPLETED	MA30-007553-0000-13	SACK, ZACHARY 7553 MASON ST	08/03/23 08/03/23	FINAL READ
FNRD23-2263 COMPLETED	AL10-004264-0000-01	WOODSIDE BUILDERS 4264 ALEX MARIN DR	08/07/23 08/07/23	FINAL READ

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
FNRD23-2264 COMPLETED	SE20-005325-0000-01	SCHAFFER, ANDRE 5325 SEYMOUR RD	08/11/23 08/11/23	FINAL READ
FNRD23-2265 COMPLETED	DO10-005208-0000-03	MAXWELL, DEREK J 5208 DON SHENK DR	08/08/23 08/07/23	FINAL READ
FNRD23-2266 COMPLETED	MI10-008127-0000-01	ELEGANT CATERING 8127 MILLER RD	08/17/23 08/17/23	FINAL READ
FNRD23-2267	CH30-007556-0000-03	PETIPRIN, DEBORAH 7556 CHURCH ST	08/17/23	FINAL READ
FNRD23-2268	AL10-004250-0000-01	WOODSIDE BUILDERS 4250 ALEX MARIN DR	08/17/23	FINAL READ
FNRD23-2269 COMPLETED	GR10-005273-0000-11	NEELEY, DEONTE' 5273 GREENLEAF DR	08/21/23 08/22/23	FINAL READ
FNRD23-2270 COMPLETED	DO10-005228-0000-01	DUFORT, DOUG 5228 DON SHENK DR	08/21/23 08/21/23	FINAL READ
FNRD23-2271 COMPLETED	MI10-005428-0000-15	KOVALESKI, JOHN 5428 MILLER RD	08/24/23 08/24/23	FINAL READ
FNRD23-2272 COMPLETED	MA20-008024-0000-02	LANGDON, GARY 8024 MAPLE ST	08/25/23 08/25/23	FINAL READ
FNRD23-2273 COMPLETED	MI10-008010-0000-01	BARBER SHOP, KEN'S 8010 MILLER RD	08/30/23 08/30/23	FINAL READ
GWO23-0698 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	08/17/23 08/25/23	GENERIC WORK ORDEI
INSP23-000048 COMPLETED	WO10-005203-0000-03	GALBRAITH, DIANE 5203 WORCHESTER DR	08/30/23 08/30/23	TREE INSPECTION
MNT23-0429 COMPLETED	WI10-005363-0000-01	ABRAMS PARK 5363 WINSHALL DR	08/01/23 08/07/23	BUILDING MAINTENAI
MNT23-0430 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	08/14/23 08/14/23	BUILDING MAINTENAI
MNT23-0431 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	08/16/23 08/16/23	BUILDING MAINTENAI
MNT23-0432 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/29/23 08/29/23	BUILDING MAINTENAI
READ23-1022	HA10-005038-0000-03	BROWN, MICHAEL 5038 HAYES ST	08/22/23	READ METER
REPL23-0091 COMPLETED	LI10-004272-0000-01	BRIGGS, CAROL 4272 LINDSEY DR	08/12/23 08/12/23	METER REPLACEMENT
STRT23-0155 COMPLETED	GR10-005193-0000-01	AMON, RODNEY 5193 GREENLEAF DR	08/09/23 08/09/23	STREET REPAIR
STRT23-0156 COMPLETED	GR10-005218-0000-01	CARSON, REX 5218 GREENLEAF DR	08/14/23 08/18/23	STREET REPAIR
SWLK23-0026 COMPLETED	HE10-005170-0000-07	BYRD, TREVOR 5170 HELMSLEY DR	08/09/23 08/10/23	SIDEWALK REPAIR
SWLK23-0027	MC10-005044-0000-06	BOLTON, PATRICIA	08/15/23	SIDEWALK REPAIR

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		5044 MC LAIN ST	08/15/23	
TRDN23-0101	MI10-005420-0000-08	HARRIS, ANDREW 5420 MILLER RD	08/17/23	TREE-TAKE DOWN
TRIM23-0056	MA20-008034-0000-01	SEVICK, MICHAEL 8034 MAPLE ST	08/17/23	TREE-TRIM
COMPLETED			08/18/23	
WOFF23-2668	GR10-005192-0000-02	CHATMON, STEPHANIE 5192 GREENLEAF DR	08/21/23	WATER TURN OFF
COMPLETED			08/21/23	
WOFF23-2669	HI10-009283-0000-03	HOOVER, KYLE 9283 HILL RD	08/21/23	WATER TURN OFF
COMPLETED			08/21/23	
WOFF23-2670	MI10-007493-0000-06	PARROTT, JEFF 7493 MILLER RD	08/21/23	WATER TURN OFF
COMPLETED			08/21/23	
WOFF23-2671	HA10-005019-0000-03	COY, TERRY 5019 HAYES ST	08/21/23	WATER TURN OFF
COMPLETED			08/21/23	
WOFF23-2672	MC10-005113-0000-02	GONZALEZ ARVIZU, SONIA 5113 MC LAIN ST	08/21/23	WATER TURN OFF
COMPLETED			08/21/23	
WOFF23-2673	MA20-008041-0000-05	ADOLPH, MATTHEW 8041 MAPLE ST	08/21/23	WATER TURN OFF
COMPLETED			08/21/23	
WOFF23-2674	CO10-004467-0000-01	ADAMS, JOAN 4467 COLONY CT	08/22/23	WATER TURN OFF
COMPLETED			08/22/23	
WOFF23-2675	EL10-003500-0000-07	SCHMIDT, LYNNE & MARK 3500 ELMS RD	08/22/23	WATER TURN OFF
COMPLETED			08/22/23	
WOFF23-2676	BR20-007317-0000-02	NOURI, LABEED 7317 BRISTOL RD	08/22/23	WATER TURN OFF
COMPLETED			08/23/23	
WOFF23-2677	WI10-005174-0000-03	CLANCY, MORGAN 5174 WINSHALL DR	08/22/23	WATER TURN OFF
COMPLETED			08/22/23	
WOFF23-2678	LO10-004176-0000-01	JUNIOR, ADRIAN 4176 LOCUST LN	08/22/23	WATER TURN OFF
COMPLETED			08/22/23	
WOFF23-2679	FA10-005137-0000-02	COPELAND, NELSON 5137 FAIRCHILD ST	08/22/23	WATER TURN OFF
COMPLETED			08/22/23	
WOFF23-2680	MO10-004426-0000-03	BLAKEMORE, AMY 4426 MORRISH RD	08/23/23	WATER TURN OFF
COMPLETED			08/23/23	
WPRESS23-000045	MP10-007260-0000-00	WOODWARD, EVELYN 7260 MAPLECREST CIR	08/11/23	WATER PRESSURE
COMPLETED			08/11/23	
WPRESS23-000046	MI10-007257-0000-02	GAILBREATH, PAUL 7257 MILLER RD	08/11/23	WATER PRESSURE
COMPLETED			08/11/23	
WPRESS23-000048	LI10-004272-0000-01	BRIGGS, CAROL 4272 LINDSEY DR	08/11/23	WATER PRESSURE
COMPLETED			08/11/23	
WTON23-1606	CE10-009265-0000-12	TREADWAY, ARRON 9265 CEDAR CREEK CT	08/03/23	WATER TURN ON
COMPLETED			08/03/23	
WTON23-1607	DU10-005174-0000-05	JMZ PROPERTIES, LLC 5174 DURWOOD DR	08/15/23	WATER TURN ON
COMPLETED			08/15/23	
WTON23-1608	HI10-009283-0000-03	HOOVER, KYLE 9283 HILL RD	08/21/23	WATER TURN ON
COMPLETED			08/21/23	

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
WTON23-1609 COMPLETED	GR10-005192-0000-02	CHATMON, STEPHANIE 5192 GREENLEAF DR	08/21/23 08/21/23	WATER TURN ON
WTON23-1610 COMPLETED	MC10-005113-0000-02	GONZALEZ ARVIZU, SONIA 5113 MC LAIN ST	08/22/23 08/22/23	WATER TURN ON
WTON23-1611 COMPLETED	CO10-004467-0000-01	ADAMS, JOAN 4467 COLONY CT	08/22/23 08/22/23	WATER TURN ON
WTON23-1612 COMPLETED	LO10-004176-0000-01	JUNIOR, ADRIAN 4176 LOCUST LN	08/22/23 08/22/23	WATER TURN ON
WTON23-1613 COMPLETED	FA10-005137-0000-02	COPELAND, NELSON 5137 FAIRCHILD ST	08/22/23 08/22/23	WATER TURN ON
WTON23-1614	MI10-007493-0000-06	PARROTT, JEFF 7493 MILLER RD	08/23/23 08/23/23	WATER TURN ON
WTON23-1615 COMPLETED	WI10-005174-0000-03	CLANCY, MORGAN 5174 WINSHALL DR	08/23/23 08/23/23	WATER TURN ON
WTON23-1616 COMPLETED	GR10-005273-0000-12	PINKSTON, KARAN 5273 GREENLEAF DR	08/23/23 08/23/23	WATER TURN ON
WTON23-1617 COMPLETED	BR20-007317-0000-02	NOURI, LABEED 7317 BRISTOL RD	08/24/23 08/24/23	WATER TURN ON
WTON23-1618 COMPLETED	MI10-005482-0000-05	MOORE, SEAN 5482 MILLER RD	08/29/23 08/29/23	WATER TURN ON
WTON23-1619 COMPLETED	EL10-003500-0000-07	SCHMIDT, LYNNE & MARK 3500 ELMS RD	08/30/23 08/30/23	WATER TURN ON

Total Records: 74

Report Generated: 9/1/2023 11:01 AM
Report Options: Scheduled From: 8/1/2023 To: 8/31/2023

City of Swartz Creek

Building Permit List

2023

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction	
Building								
PB2300045	08/08/23	Lockhart Roofing Co.	(810) 235 9866	58-36-527-021	\$0	\$100.00	4187 LOCUST LN 48473-Roofing	
PB2300046	08/08/23	Lockhart Roofing Co.	(810) 235 9866	58-02-551-015	\$0	\$100.00	5299 WORCHESTER DR 48473-Roofing	
PB2300048	08/01/23	Home Pro Roofing	(810) 223 3001	58-36-300-023	\$9,946	\$100.00	4453 MORRISH RD 48473-Roofing	
PB2300049	08/08/23	Todd Butzine / 1st Choice Deck	(248) 343 9233	58-36-527-021	\$20,000	\$245.00	4187 LOCUST LN 48473-Res Deck	
PB2300050	08/10/23	C & L Ward Bros Co	(810) 652 6622	58-03-528-030	\$21,541	\$250.00	9148 CHELMSFORD DR 48473-Res Deck	
PB2300051	08/17/23	Hanson's Window & Constructi	(248) 581 3030	58-03-533-165	\$0	\$100.00	5213 DURWOOD DR 48473-Roofing	
PB2300053	08/15/23	SMITH, BARRY & LAURIE	(810) 625 8018	58-03-531-071	\$20,000	\$295.00	5210 SEYMOUR RD 48473-Res Add/Alter/Repair	
PB2300054	08/21/23	Greg Carter Builders LLC	(810) 275 5787	58-02-501-006	\$17,500	\$238.00	5184 DAVAL DR 48473-Res Deck	
PB2300055	08/23/23	Home Pro Roofing	(810) 223 3001	58-02-529-023	\$11,334	\$100.00	8033 INGALLS ST 48473-Roofing	
PB2300056	08/21/23	WIECHMANN, SEAN	(810) 515 0108	58-36-530-009	\$40,000	\$455.00	4182 HICKORY LN 48473-Res Utility Building	
PB2300057	08/23/23	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-091	\$1,260	\$185.00	4250 ALEX MARIN DR 48473 Res Deck	
PB2300058	08/29/23	C & L Ward Bros Co	(810) 652 6622	58-03-626-011	\$4,096	\$115.00	9106 LUEA LN 48473-Window Replacement	
Total:		12 Permits	Value: \$145,677		Fee Total: \$2,283.00		Total Number of Dwelling Units	0
Electrical								
PE2300033	08/08/23	Iliret Electric LLC	(313) 212 3223	58-02-100-009	\$0	\$506.00	8603 MILLER RD 48473-Electrical	
PE2300034	08/08/23	Martin Electric Co	(810) 720 1911	58-02-200-023	\$0	\$140.00	5152 MORRISH RD 48473-Electrical	
PE2300035	08/14/23	LJ Inc.	(810) 644 7769	58-02-200-036	\$0	\$156.00	8230 CRAPO ST 48473 Electrical	
PE2300036	08/28/23	GENESEEE COUNTY TREASU	8107305479	58-29-300-014	\$0	\$205.00	5323 MILLER RD 48473-Electrical	
PE2300037	08/22/23	Crandell's Electrician Express	(810) 348 1129	58-02-501-092	\$0	\$134.00	5111 WORCHESTER DR 48473-Electrical	
PE2300038	08/30/23	KB Electric	(810) 691 0595	58-36-676-096	\$0	\$340.00	4265 ALEX MARIN DR 48473 Electrical	
Total:		6 Permits	Value: \$0		Fee Total: \$1,481.00		Total Number of Dwelling Units	0

City of Swartz Creek

Building Permit List

2023

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Mechanical							
PM230038	08/16/23	Ecker Mechanical Cont Inc	(810) 742 8652	58-02-200-036	\$0	\$180.00	8230 CRAPO ST 48473 Mechanical
PM230041	08/01/23	Goyette Mechanical	(810) 742 8530	58-80-317-003	\$0	\$160.00	9189 MILLER RD 48473 Mechanical
PM230042	08/08/23	Maurer Htg & Clg Co	(989) 723 4220	58-03-626-005	\$0	\$190.00	9142 LUEA LN 48473-Mechanical
PM230043	08/16/23	Blessing Co.	(810) 694 4861	58-01-100-007	\$0	\$190.00	5181 MORRISH RD 48473-Mechanical
Total:		4 Permits	Value: \$0		Fee Total: \$720.00		Total Number of Dwelling Units 0
Plumbing							
PP230019	08/21/23	Ryckman Contracting	(810) 223 7084	58-35-551-007	\$0	\$285.00	8512 MILLER RD 48473-Plumbing
Total:		1 Permits	Value: \$0		Fee Total: \$285.00		Total Number of Dwelling Units 0
Right of Way							
PROW-0270	08/09/23	CONSUMERS ENERGY COR		58-01-501-014	\$0	\$100.00	4534 RAUBINGER RD 48473 Right of way
PROW-0283	08/23/23	CONSUMERS ENERGY		58-31-501-011	\$0	\$100.00	6467 BRISTOL RD 48473-Right of way
Total:		2 Permits	Value: \$0		Fee Total: \$200.00		Total Number of Dwelling Units 0
Zoning							
PZ23-0021	08/30/23	INOUE, SUSUMU	(810) 513 7602	58-03-626-006	\$1,826	\$25.00	9140 LUEA LN 48473-Fence
Total:		1 Permits	Value: \$1,826		Fee Total: \$25.00		Total Number of Dwelling Units 0

09/01/23

City of Swartz Creek Building Permit List 2023

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
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Permit Total: 26

Value: \$147,503

Fee Total: \$4,994.00

Permit.DateIssued Between 8/1/2023 12:00:00
AM AND 8/31/2023 11:59:59 PM

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7493 MILLER RD	58-01-501-001	Status	08/01/2023	08/01/2023	Partially Complete
8051 CRAPO ST	58-02-530-025	Status	08/01/2023	08/01/2023	Partially Complete
4264 ALEX MARIN DR	58-36-676-089	Final	08/01/2023	08/01/2023	Approved
9135 CHELMSFORD DR	58-03-528-003	Ordinance	08/01/2023	08/01/2023	No Violation
7484 WADE ST	58-01-502-047	Ordinance	08/01/2023	08/01/2023	No Violation
4285 SPRINGBROOK DR	58-36-651-199	Final	08/01/2023	08/01/2023	Approved
4285 SPRINGBROOK DR	58-36-651-199	Final	08/01/2023	08/01/2023	Approved
69 ASHLEY CIR	58-35-776-069	Final	08/01/2023	08/01/2023	Approved
69 ASHLEY CIR	58-35-776-069	Final	08/01/2023	08/01/2023	Approved
55 KINGSLEY	58-35-776-055	Final	08/01/2023	08/01/2023	Approved
4246 ALEX MARIN DR	58-36-676-092	Final	08/01/2023	08/01/2023	Not Ready
5143 HELMSLEY DR	58-03-532-011	Final-Reinspection	08/03/2023	08/03/2023	Approved
4264 ALEX MARIN DR	58-36-676-089	Final	08/03/2023	08/03/2023	Disapproved
4036 ELMS RD	58-36-526-068	Initial	08/03/2023	08/03/2023	Violation(s)
7074 ABBEY LN	58-36-526-053	Final Zoning	08/07/2023	08/07/2023	Approved
5138 MORRISH RD	58-02-200-021	Follow Up	08/07/2023	08/07/2023	Complied
8010 MILLER RD	58-35-576-047	Site Visit	08/07/2023	08/07/2023	Partially Approved
4264 ALEX MARIN DR	58-36-676-089	Final-Reinspection	08/07/2023	08/07/2023	Partially Approved
5061 MORRISH RD	58-01-100-024	Final	08/07/2023	08/07/2023	Approved
5110 MC LAIN ST	58-02-526-047	Final	08/07/2023	08/07/2023	Approved
4250 ALEX MARIN DR	58-36-676-091	Final	08/08/2023	08/08/2023	Approved
4250 ALEX MARIN DR	58-36-676-091	Final	08/08/2023	08/08/2023	Approved
5067 SCHOOL ST	58-02-526-010	Final	08/08/2023	08/08/2023	Approved
4264 ALEX MARIN DR	58-36-676-089	Final-Reinspection	08/08/2023	08/08/2023	Approved
8129 INGALLS ST 1	58-02-200-005	Initial	08/08/2023	08/09/2023	Violation(s)
8129 INGALLS ST 2	58-02-200-005	Initial	08/08/2023	08/09/2023	Violation(s)
4366 MORRISH RD	58-35-576-010	U.G. & Service	08/09/2023	08/09/2023	Approved
4366 MORRISH RD	58-35-576-010	Final	08/09/2023	08/09/2023	Approved
4250 ALEX MARIN DR	58-36-676-091	Final	08/09/2023	08/09/2023	Approved
6509 BRISTOL RD	58-31-501-007	Ordinance	08/10/2023	08/10/2023	No Violation
149 SOMERSET ST	58-35-776-149	Final	08/10/2023	08/10/2023	Approved
9189 MILLER RD	58-80-317-003	Final	08/10/2023	08/10/2023	Approved
4187 LOCUST LN	58-36-527-021	Post Hole	08/10/2023	08/10/2023	Approved
5019 HAYES ST	58-02-529-006	Status	08/14/2023		
5472 MILLER RD	58-29-551-002	Status	08/14/2023		
5021 SECOND ST	58-01-502-021	Site Inspection	08/14/2023		

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
55 KINGSLEY	58-35-776-055	Final	08/14/2023	08/14/2023	Disapproved
4278 MORRISH RD	58-35-576-019	Status	08/15/2023	08/15/2023	Violation(s)
4534 RAUBINGER RD	58-01-501-014	Status	08/15/2023	08/15/2023	Partially Complied
7197 RUSSELL DR	58-36-676-086	Insulation-Reinspect	08/15/2023	08/15/2023	Partially Approved
4250 ALEX MARIN DR	58-36-676-091	Final	08/15/2023	08/15/2023	Approved
7048 MILLER RD	58-36-576-013	Final	08/15/2023	08/15/2023	Approved
7197 RUSSELL DR	58-36-676-086	Rough-Basement	08/15/2023	08/15/2023	Approved
4534 RAUBINGER RD	58-01-501-014	Initial	08/15/2023	08/16/2023	Violation(s)
8603 MILLER RD	58-02-100-009	Service	08/16/2023	08/16/2023	Approved
4534 RAUBINGER RD	58-01-501-014	Status	08/17/2023	08/17/2023	Complied
9223 HILL RD	58-03-577-002	Site Inspection	08/17/2023	08/17/2023	Complied
5174 DON SHENK DR	58-02-503-015	Ordinance	08/17/2023	08/17/2023	Violation(s)
5393 DON SHENK DR	58-03-579-013	Ordinance	08/17/2023	08/17/2023	Violation(s)
5121 FAIRCHILD ST	58-02-526-100	Ordinance	08/17/2023	08/17/2023	Violation(s)
8051 CRAPO ST	58-02-530-025	Follow Up	08/17/2023	08/17/2023	Complied
7197 RUSSELL DR	58-36-676-086	Rough-Reinspection	08/17/2023	08/17/2023	Approved
4246 ALEX MARIN DR	58-36-676-092	Final	08/17/2023	08/17/2023	Disapproved
4246 ALEX MARIN DR	58-36-676-092	Final	08/17/2023	08/17/2023	Approved
4246 ALEX MARIN DR	58-36-676-092	Final	08/17/2023	08/17/2023	Disapproved
4250 ALEX MARIN DR	58-36-676-091	Final Grade & Seed	08/17/2023	08/17/2023	Approved
7594 MILLER RD	58-36-552-004	Initial	08/17/2023	08/22/2023	Violation(s)
9308 JILL MARIE LN	58-03-534-021	Follow Up	08/17/2023	08/22/2023	Complied
4453 MORRISH RD	58-36-300-023	Final	08/21/2023	08/21/2023	Approved
4177 SILVER MAPLE LN	58-36-527-002	Final	08/21/2023	08/21/2023	Approved
5184 DAVAL DR	58-02-501-006	Post Hole	08/21/2023	08/21/2023	Approved
8051 CRAPO ST	58-02-530-025	Status	08/22/2023	08/22/2023	Partially Complied
5174 DON SHENK DR	58-02-503-015	Status	08/22/2023	08/22/2023	Complied
5393 DON SHENK DR	58-03-579-013	Status	08/22/2023	08/22/2023	Complied
5121 FAIRCHILD ST	58-02-526-100	Status	08/22/2023	08/22/2023	Complied
9135 CHELMSFORD DR	58-03-528-003	Status	08/22/2023	08/22/2023	Violation(s)
8041 MAPLE ST	58-02-530-012	Ordinance	08/22/2023	08/22/2023	Violation(s)
7197 RUSSELL DR	58-36-676-086	Garage Floor	08/22/2023	08/22/2023	Approved
7104 PARK RIDGE PKWY	58-36-528-002	Final	08/22/2023	08/22/2023	Approved
8230 CRAPO ST	58-02-200-036	Final	08/22/2023	08/22/2023	Approved
4246 ALEX MARIN DR	58-36-676-092	Final-Reinspection	08/22/2023	08/22/2023	Approved
8512 MILLER RD	58-35-551-007	Rough	08/22/2023	08/22/2023	Approved

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
4505 MORRISH RD	58-36-552-003	Progress	08/22/2023	08/22/2023	Disapproved
4246 ALEX MARIN DR	58-36-676-092	Final-Reinspection	08/22/2023	08/22/2023	Approved
5288 WINSHALL DR	58-02-553-013	Initial	08/22/2023	08/25/2023	Complied
5210 SEYMOUR RD	58-03-531-071	Footing	08/23/2023	08/23/2023	Approved
4265 ALEX MARIN DR	58-36-676-096	Masonry	08/23/2023	08/23/2023	Approved
5273 GREENLEAF DR	58-03-533-090	Ordinance	08/24/2023	08/24/2023	No Violation
5031 FIRST ST	58-01-502-039	Site Inspection	08/24/2023		
5093 FAIRCHILD ST	58-02-526-071	Reinspection	08/24/2023	08/25/2023	Complied
5194 SEYMOUR RD	58-03-531-073	Follow Up	08/28/2023	08/28/2023	Complied
5152 MORRISH RD	58-02-200-023	Service	08/28/2023	08/28/2023	Approved
4250 ALEX MARIN DR	58-36-676-091	Footing	08/28/2023	08/24/2023	Canceled
4246 ALEX MARIN DR	58-36-676-092	Final	08/28/2023	08/28/2023	Approved
4265 ALEX MARIN DR	58-36-676-096	Masonry	08/28/2023	08/24/2023	Canceled
4250 ALEX MARIN DR	58-36-676-091	Post Hole	08/28/2023	08/28/2023	Not Ready
4187 LOCUST LN	58-36-527-021	Final	08/28/2023	08/28/2023	Approved
9135 CHELMSFORD DR	58-03-528-003	Status	08/29/2023		
8041 MAPLE ST	58-02-530-012	Status	08/29/2023		
8247 MILLER RD	58-02-526-061	Ordinance	08/29/2023		
55 KINGSLEY	58-35-776-055	Final	08/29/2023	08/29/2023	Approved
5323 MILLER RD	58-29-300-014	Service	08/29/2023	08/29/2023	Disapproved
4246 ALEX MARIN DR	58-36-676-092	Right of Way	08/29/2023	08/30/2023	Partially Approv
8089 MILLER RD	58-02-529-027	Initial	08/29/2023	08/30/2023	Violation(s)
4250 ALEX MARIN DR	58-36-676-091	Post Hole	08/30/2023	08/30/2023	Approved
4369 ROUNDHOUSE RD	58-36-300-029	Initial	08/30/2023		
8486 MILLER RD	58-35-551-006	Status	08/31/2023	08/31/2023	No Change
5159 GREENLEAF DR	58-03-533-075	Final Zoning-Admin	08/31/2023	08/31/2023	Approved
5154 DON SHENK DR	58-02-503-018	Final Zoning-Admin	08/31/2023	08/31/2023	Approved
6203 MILLER RD	58-31-527-015	Final	08/31/2023		
4265 ALEX MARIN DR	58-36-676-096	Service	08/31/2023		
5184 DAVAL DR	58-02-501-006	Post Hole-Front Por	08/31/2023	08/31/2023	Approved

Inspections: 102

Population: All Records

Inspection.DateTimeScheduled Between 8/1/2023 12:00:00 AM AND 8/31/2023 11:59:59 PM

Certificates With Inspections

09/01/2023

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR230056	5288 WINSHALL DR	08/17/2023	08/17/2023	08/17/2023	08/25/2023	08/17/2026	Certified
Initial	KBROWN	Corey Jarbeau	Completed	Complied			
CR230084	7524 MILLER RD	08/28/2023	08/28/2023	08/28/2023		01/12/2025	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				

Population: All Records

Record Count: 2

Certificate.DateIssued Between 8/1/2023 12:00:00 AM
AND 8/31/2023 11:59:59 PM

Enforcements By Category

09/01/23

BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E23-142	6509 BRISTOL RD	No Violation	08/09/23	08/10/23
E23-151	5273 GREENLEAF DR	No Violation	08/23/23	08/24/23
Total Entries: 2				

PARKING

Enforcement Number	Address	Status	Filed	Closed
E23-146	9223 HILL RD	Closed	08/16/23	08/17/23
E23-147	5174 DON SHENK DR	Closed	08/21/23	08/22/23
E23-148	5393 DON SHENK DR	Closed	08/21/23	08/22/23
E23-149	5121 FAIRCHILD ST	Closed	08/21/23	08/22/23
Total Entries: 4				

RENTAL NON-COMPLIANCE

Enforcement Number	Address	Status	Filed	Closed
E23-153	8247 MILLER RD	Inspection Pending	08/29/23	
Total Entries: 1				

SP NON-COMPLIANCE

Enforcement Number	Address	Status	Filed	Closed
E23-143	5021 SECOND ST	Inspection Pending	08/14/23	
Total Entries: 1				

UNLICENSED VEHICLES

Enforcement Number	Address	Status	Filed	Closed
E23-150	8041 MAPLE ST	Violation	08/21/23	
Total Entries: 1				

Enforcements By Category

09/01/23

WEED COMPLAINT

Enforcement Number	Address	Status	Filed	Closed
E23-140	3415 ELMS RD	Closed	08/02/23	08/16/23
E23-141	7025 MILLER RD	Closed	08/02/23	08/16/23
E23-144	6509 BRISTOL RD	Inspection Pending	08/16/23	08/30/23
E23-152	5031 FIRST ST	Inspection Pending	08/24/23	
E23-154	7512 GROVE ST	Inspection Pending	08/23/23	

Total Entries: 5

Total Records: 14

Population: All Records
Enforcement.DateFiled Between 8/1/2023 12:00:00 AM AND 8/31/2023 11:59:59 PM



GENESEE COUNTY PARKS

Barry June
Director

September 1, 2023

James Avery
County Commissioner

Michelle Davis
County Commissioner

Domonique Clemons
Citizen Representative

Anne Figueroa
Citizen Representative

Michael J. Keeler
Citizen Representative

Joe Krapohl
Citizen Representative

James Washington
Citizen Representative

Cathy Lane
Ex-Officio

Gloria Nealy
Ex-Officio

Jeffrey Wright
Ex-Officio

A member of:

Michigan Recreation &
Park Association

National Recreation &
Park Association



City Council
City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473

The Genesee County Parks and Recreation Commission is in the process of updating its Park, Recreation, Open Spaces and Greenway Plan.

Public input will be gathered through an open survey available on our website and social media pages to give all Genesee County residents an opportunity to share their thoughts about the County Parks' facilities, programs, and priorities.

Four years ago, we extended an invitation to each local unit of government to opt-in to the action program section of the plan. Opting into the Genesee County Park, Recreation, Open Space and Greenway Plan will not replace your local parks master plan, and it won't give the County Parks any authority over your parks.

Opting in is a no-cost way to demonstrate the type of cooperative planning efforts that the State is encouraging in several initiatives that may, ultimately, provide access to additional resources for individual communities and for the Genesee County region as a whole.

Several communities opted into the Genesee County Park, Recreation, Open Space and Greenway Plan during our last plan update which led to cooperative projects such as new trail sections through our local communities.

It's easy for your community to opt-in. Just a resolution from your governing board (see sample enclosed) authorizing the Genesee County Parks and Recreation Commission to include your action plan in our Park, Recreation, Open Space and Greenway Plan, along with a copy of your current plan's action program must be received in our office **by November 1, 2023** to be included in the current update.

If you have any questions, please give me a call at 810.249.3812 or send me an email at bjune@gcparks.org.

Sincerely,

Barry M. June
Director



Swartz Creek Area Fire Department

Serving Clayton Twp. and the City of Swartz Creek since 1925
8100-B Civic Dr., Swartz Creek Mi 48473-1376 *phone 810-635-2300
Fire Chief David Plumb

Assistant Chief Stephen Tabit

Battalion Chief Brendt Cole

To: SCAFD Fireboard members, Clayton Twp. Board, and the Swartz Creek City Council

From: David J. Plumb, Fire Chief

Date: August 26, 2023

Re: 2024 Swartz Creek Area Fire Department Budget Recommendation

I am sure many of you have had the opportunity to review the recommended 2024 budget for the Swartz Creek Area Fire Department. The original draft had an error on the comparison sheet, showing the budget for 2020, 2021, 2022 and 2023. The error was with how the data was pulled into the cover sheet. It seems it pulled the 2022 budget in the place of the 2023 budget. This made it appear to all, including myself, that there was a 22.5% increase to the budget over 2023.

Though the original draft of the 2024 budget did not change, the reflected increase over 2023 was incorrect. With that being said, the recommended increase over 2023 is 14.6%.

Below you will find a brief explanation for the increase. As you will see, we have been putting off replacing some older equipment (Jaws of Life and Positive Pressure Fans) for some time now and have gotten to the point where we need to begin replacing this vital equipment.

With the increase comes some possible solutions. For the firefighter turnout gear, helmets, boots, gloves, and other safety equipment, I have applied for a Fire equipment grant through the MI Department of Treasury Fire Equipment Grant program. This grant was for \$10,000 and is expected to be announced soon with awards at the end of 2023 or 1st of 2024.

I will also be applying for a grant through "Firehouse Subs". As some of you may be aware, Firehouse Subs takes a portion of their sales and provides grants to fire departments in the community. The Firehouse Sub business in Genesee County is in Grand Blanc, but that does not prevent nearby departments from applying, it is encouraged. I will be applying in October and again in February. With the purchase of a new set of Jaws I will recommend selling two of the three sets we currently have, this will not produce a large return, but should help offset some of the costs.

Finally, with the arrival of the new truck in the spring, we will be selling a fire truck. I plan to list it at a minimum of \$25,000 but probably more. With the results of the previous truck sales, this truck could shock us again with its sale. The tanker we sold was 7 years older and went for \$33,000.

I plan to attend both the City Council and Township board meetings in September to discuss this further along with the recommended truck purchases.

Swartz Creek Area Fire Department
2024 Budget Explanation List:
~August 26 2023~

4703: Social Security (-\$122.40)

Decrease change based on wage amounts.

4704.1 Chiefs Salary:

No change Board Discretion, Fire Chief same rate since 2017

4704.2 Accounting Specialist & Clerical Wages (-\$1600.00):

Decrease based on projected hours needed.

4705 Maintenance, Training, additional Labor cost:

No change

4706 Officer Salary

No change

4707 Firefighter wages

No change: Raise in 2021

4708: Deferred Compensation

No change

4709: Medical Expense (+\$1000.00)

Slight increase from provider, but based on the number of actual physicals.

4710: Unemployment Payments

No Change

4727: Office Supplies (+\$100.00)

Slight increase, this fluctuates year to year depending on inventory and use.

4728: Building Supplies (+\$850.00)

Slight increase, this fluctuates year to year depending on inventory and use.

4741: Equipment Supplies and general maintenance for fire equipment

No change

4801: Contractual Services (-\$75.00)

Slight decrease based on 2022 numbers.

4850: Communications

No change

4910: Insurance (+\$3,300.00)

Large increase due to workman's comp claims in 2021-2022

4920: Utilities

No change

4960: Education, Memberships & Training (+\$851.00)

As part of my obligation as Chief, I will be attending a Fire Inspector Continuing education course. I am also looking for a Fire Investigator course to complete as well. There are also state and national training courses that I will be encouraging my staff to attend.

4970: Office Equipment

No change

4976 Fire Equipment (+\$49,000.00):

#	Cost	Description
2	\$7,000	(No Change) Sets of turn out gear for replacement, in case of damage or sizing for new hires. Turn out gear cannot be used past 10 years after the manufacturing date. I have applied for grants that may assist in the purchase of this.
	\$4,000	(No Change) Misc Equipment (personal protective items, operational equipment and tools)
	\$2,000	(No Change) Dress Uniform issued to members.
2	\$600	(No Change) Fire helmets service life is 10 years no matter the use.
5	\$2,800	(No Change) Fire boots service life is 10 years no matter the use.
1	\$6,000	(Replacement) Positive Pressure Fan – We currently have 1 on each of the 4 fire engines. 2 are 31 years old, 1 24 years old and 1 8 years old). This purchase will start to move us to battery operated and with less maintenance issues.
	\$2,000	(New) Foam : The new truck will be coming without foam and the truck we will be selling with be sold with its foam. We have not used the foam in the past but it is required to carry it in case of need.
2	\$6,000	(Addition) Cascade Bottles : With the recent purchase new SCBA units, the ability to fill them becomes restricted. This will add an additional 6000 psi to the truck to aid in filling the bottles.
1	\$39,000	(Replacement) Jaws of life : We have 3 sets of Jaws, 2 primary that are 24 and 22 years old and a reserve that is cumbersome and is only used if there is no other option. This purchase will start to move us to battery operated and with less maintenance issues. It will also allow us to disconnect and carry it off road if needed, much easier than previously. There are 2 potential grant opportunities that may pay for \$25,000 of this purchase.

4978 Fire Equip.-Maintenance/Repair/Upgrades (-\$5,400.00)

\$10,000	(No Change) Truck Repair
\$ 1,500	(No Change) Jaws Maintenance
\$ 1,500	(No Change) Ladder Certification
\$ 900	(No Change) Ladder Certification
\$ 2,000	(Decrease) Pump testing – Major maintenance completed in '23
\$ 2,000	(No Change) Pager/Radio repairs
\$ 500	(Decrease) SCBA Repairs – Due to recent purchase/warranty
\$ 600	(Decrease) Fire Extinguisher Maintenance
\$ 1,500	(No Change) Misc Equipment Repair
\$ 800	(No Change) Posi Check Calibration
\$ 820	(No Change) OHD Maintenance
\$1,860	(No Change) Air Compressor Maintenance

4981 Apparatus Purchase

Final payments will be adjusted at end of year.

4984 Computer Hardware (Repairs/Upgrades)

No change

988 Computer Software/Upgrades: (+2,500.00)

This increase was accounted for in 2020, but the spreadsheet cell did not carry the increase.

**SWARTZ CREEK AREA FIRE DEPT:2024
BUDGET-DRAFT**

ACCT #	21 BUDGET	21 ACTUAL	22 BUDGET	22 ACTUAL	23 BUDGET	24 BUDGET	DEFINITION
REVENUES:							
3528 Other Federal Grants							
3582 Contributions-Operating	\$310,829.50	\$323,830.99	\$326,329.00	\$334,662.14	\$348,127.90	\$399,031.50	Estimated Operating Contributions
3583 Contributions-Equipment	\$0.00	\$5,330.74	\$0.00	\$1,185.00	\$0.00	\$0.00	Estimated Equipment Contributions-combined with 3582
3628 Misc. Income (Sundry)	\$0.00	\$3,727.50	\$0.00	\$0.00	\$0.00	\$0.00	Miscellaneous Income
3630 Grant Income							Grant Income
3664 Interest Income							Interest from Deposits
3673 Sale of Fixed Assets							Sale of Miscellaneous Used Items
TOTAL REVENUES	\$310,829.50	\$332,889.23	\$326,329.00	\$337,054.08	\$348,127.90	\$399,031.50	
EXPENSES							
4703 Social Security	12,107.50	12,646.84	12,337.00	12,391.03	13,606.90	13,484.50	Social Security - .0145%, FICA - .062%
4704.1 Salaries - Chief	31,500.00	31,500.00	33,000.00	31,500.00	31,500.00	31,500.00	Chief
4704.2 Salaries - Staff	10,000.00	5,523.84	10,000.00	4,653.37	12,000.00	10,400.00	Accounting Specialist & Clerical
4705 Salaries - Maintenance	20,300.00	10,800.00	21,800.00	23,189.85	22,900.00	22,900.00	Maint., Qtr. Master, Train. Officer, FF Labor, Pump Testing
4706 Salaries - Officers	18,468.00	14,581.00	18,468.00	16,175.06	18,468.00	18,468.00	1 Asst. Chief, 1 Batt. Chief, 2 Capt., 4 Lieut. 2 Sgt.
4707 Salaries - Firefighters	78,000.00	102,913.20	78,000.00	86,456.91	93,000.00	93,000.00	Est. Fire Run/Training Payment for Firefighters
4708 Deferred/Direct Response Comp.	2,556.00	2,960.26	2,556.00	2,882.50	3,015.00	3,015.00	Deferred Comp. Employer Paid
4709 Medical - Firefighters	7,408.00	6,618.00	8,408.00	7,854.00	7,408.00	8,408.00	Physicals, Hept. - B Shots
4710 Unemployment Payments	750.00	-	800.00	-	500.00	500.00	Unemployment Payments
4715 Unforseen Fees							
4727 Office Supplies	1,850.00	1,273.91	1,850.00	1,849.74	1,850.00	1,950.00	Clerical Supplies, Postage, Shipping
4728 Building Supplies/Maint	1,600.00	1,411.19	2,120.00	1,285.61	2,890.00	3,740.00	Utility Paper, Cleaning Supplies, Light Bulbs, Keys
4741 Equip/Oper. supplies	7,100.00	9,775.79	7,100.00	16,874.87	14,400.00	14,400.00	Small tool, Batteries, Fuel, Filters etc...
4801 Contract Services	7,800.00	7,533.94	10,200.00	6,907.57	8,700.00	8,625.00	Audit, Legal, Cleaning, Advertising, Copier Maint. Agree., Photos
4850 Communications	5,520.00	4,972.94	5,520.00	5,186.13	5,720.00	5,720.00	Telephone/Internet Service
4910 Insurance	21,375.00	26,194.21	24,900.00	24,009.00	24,900.00	28,200.00	Fleet, Liability, Workers' Comp.
4920 Utilities	19,500.00	16,166.87	19,500.00	18,038.49	21,000.00	21,500.00	Gas/Electric, Water/Sewer
4960 Education & Training	9,455.00	3,205.00	11,650.00	3,374.19	11,650.00	12,501.00	Dues, Classes/Materials, Prevention Materials, Subscriptions
4970 Office Equipment	750.00	1,005.29	750.00	62.96	1,000.00	1,000.00	Office Equipment
4976 Fire Equipment	26,720.00	23,548.42	26,300.00	24,008.39	20,400.00	69,400.00	Gear, Suppression Equip., Pagers, Radios
4978 Fire Equip-Maint./Repair/Upgrades	24,230.00	17,711.70	27,230.00	32,619.15	29,380.00	23,980.00	Maint. Agree., Repair & Upgrades of Fire Equipment
4984 Computer Hardware/Repair	1,800.00	94.92	1,800.00	1,653.62	1,800.00	1,800.00	Computer Hardware & Hardware Repair
4988 Computer Software/Upgrade	2,040.00	4,152.50	2,040.00	4,444.71	2,040.00	4,540.00	Computer Software, Software Upgrades, Train. Mats.
Sub-total Expenses	310,829.50	304,589.82	326,329.00	325,427.15	348,127.90	399,031.50	0.146220977
4981 Apparatus			120,000.00	\$195,692.64			
Total Expenses	310,829.50	304,589.82	446,329.00	521,119.79	348,127.90	399,031.50	
Net Income (Loss)	\$0.00	\$28,299.41	\$0.00	\$15,934.29	\$0.00	\$0.00	
Fund balance beginning of the year	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Fund balance end of the year	\$0.00	\$28,299.41	\$0.00	\$15,934.29	\$0.00	\$0.00	
							3% = \$358,571.74
							14.6% Increase over 2023 (\$50,903.60)

**SWARTZ CREEK AREA FIRE DEPT:2024
BUDGET-DRAFT**

2024 BUDGET BREAKDOWN :							
Account					2023	2024	Change
4703 Social Security					13,606.90	13,484.50	(122.40)
	2021 Actual		12,646.84				
	2022 Actual		12,391.03				
	Chief Salary				\$31,500.00	\$31,500.00	\$0.00
	Acct & Clerical Wage				\$12,000.00	\$10,400.00	-\$1,600.00
	Officers				\$18,468.00	\$18,468.00	\$0.00
	Main/Train				\$22,900.00	\$22,900.00	\$0.00
	Firefighters				\$93,000.00	\$93,000.00	\$0.00
		TOTA	\$176,268.00	0.0765	\$13,606.90	\$13,484.50	-\$122.40
4704.1 Chief Salary					\$31,500.00	\$31,500.00	\$0.00
	2021 Actual		31,500.00				
	2022 Actual		31,500.00				
	Chief's Salary				\$31,500.00	\$31,500.00	\$0.00
4704.2 Accounting Specialist & Clerical Wages					\$12,000.00	\$10,400.00	(1,600.00)
	2021 Actual		5,523.84				
	2022 Actual		4,653.37				
	Accting Specialist Wage (\$20 hr, avg 10 hrs a week)				\$12,000.00	\$10,400.00	-\$1,600.00
		TOTAL			\$12,000.00	\$10,400.00	-\$1,600.00
4705 Maint. & Train. Wages					\$22,900.00	\$22,900.00	\$0.00
	2021 Actual		\$10,800.00				
	2022 Actual		\$23,189.85				
	Quarter Master Duties	\$200/mth			\$2,400.00	\$2,400.00	\$0.00
	Training Duties	\$200/mth			\$2,400.00	\$2,400.00	\$0.00
	Assit Quarter Master Duties	\$100/mth			\$1,200.00	\$1,200.00	\$0.00
	IT Specialist	\$100/mth			\$1,200.00	\$1,200.00	\$0.00
	Fire Prevention Duties	\$100/mth			\$1,200.00	\$1,200.00	\$0.00
	Firefighter Labor:						
	Hall/Apparatus Duties	Normal Firefighter hourly rate			\$8,500.00	\$8,500.00	\$0.00
	Flow Testing/SCBA Tech Maint	Normal Firefighter hourly rate			\$2,000.00	\$2,000.00	\$0.00
	Mechanic Maintenance Duties	Normal Firefighter hourly rate			\$4,000.00	\$4,000.00	\$0.00
		TOTAL			\$22,900.00	\$22,900.00	\$0.00
4706 Officer Salary					\$18,468.00	\$18,468.00	\$0.00
	2021 Actual		14,581.00				
	2022 Actual		16,175.06				
	Asst. Chief (1)	250/mth			\$3,000.00	\$3,000.00	\$0.00
	Batt. Chief (1)	187/mth			\$2,244.00	\$2,244.00	\$0.00
	Captain (2)	334/mth			\$4,008.00	\$4,008.00	\$0.00
	Lieutenant (4)	568/mth			\$6,816.00	\$6,816.00	\$0.00
	Sergeant (2)	\$200/mth			\$2,400.00	\$2,400.00	\$0.00
		TOTAL			\$18,468.00	\$18,468.00	\$0.00

**SWARTZ CREEK AREA FIRE DEPT:2024
BUDGET-DRAFT**

4707	Firefighter Wages					\$93,000.00	\$93,000.00	\$0.00
	2021 Actual		102,913.20					
	2022 Actual		86,456.91	* \$26,000 Grant				
	FIREFIGHTER (2021 Raise)							
	Probation I					\$12.50	\$12.50	\$0.00
	Probation II					\$13.25	\$13.25	\$0.00
	FFI					\$14.00	\$14.00	\$0.00
	FFII					\$17.00	\$17.00	\$0.00
	Officer I					\$19.00	\$19.00	\$0.00
	Officer II					\$20.00	\$20.00	\$0.00
	Officer III					\$22.00	\$22.00	\$0.00
	Medical					\$1.00	\$1.00	\$0.00
	Tenure			+ .50 for 3yrs; 5yrs & 5 year increments				
	Pump Operator					\$0.50	\$0.50	\$0.00
4708	Deferred Compensation					\$3,015.00	\$3,015.00	\$0.00
	2021 Actual		2,960.26					
	2022 Actual		2,882.50					
	Firefighters: flat rate, \$52 per yr X18 FF					\$936.00	\$936.00	\$0.00
	Firefighters: \$1.50 per run x 18 FF X 60 runs (includes alarms & training)					\$2,079.00	\$2,079.00	\$0.00
						\$3,015.00	\$3,015.00	\$0.00
								\$0.00
4709	Medical Expense					\$7,408.00	\$8,408.00	\$1,000.00
	2021 Actual		6,618.00					
	2022 Actual		7,864.00					
	Physical 27 FF					\$7,000.00	\$8,000.00	\$1,000.00
	Hept B injections 3 shots @ \$68(x2)					\$408.00	\$408.00	\$0.00
						\$7,408.00	\$8,408.00	\$1,000.00
4710	Unemployment Payments					\$500.00	\$500.00	\$0.00
	2021 Actual		-					
	2022 Actual		-					
	Unemployment Payments					\$500.00	\$500.00	\$0.00
						\$500.00	\$500.00	\$0.00
								\$0.00

**SWARTZ CREEK AREA FIRE DEPT:2024
BUDGET-DRAFT**

4727 Office Supplies					\$1,850.00	\$1,950.00	\$100.00
	2021 Actual		1,273.91				
	2022 Actual		1,849.74				
							\$0.00
	Supplies (forms, envelopes, pens, etc...)				\$500.00	\$600.00	\$100.00
	Postage (stamps, special mailings)				\$300.00	\$300.00	\$0.00
	Shipping				\$1,000.00	\$1,000.00	\$0.00
	Sam's Club Membership				\$50.00	\$50.00	\$0.00
		TOTAL			\$1,850.00	\$1,950.00	\$100.00
							\$0.00
4728 Building Supplies					\$2,890.00	\$3,740.00	\$850.00
	2021 Actual		1,411.19				
	2022 Actual		1,285.61				
							\$0.00
	Paper Products				\$800.00	\$900.00	\$100.00
	Cleaning Products				\$600.00	\$700.00	\$100.00
	Light Bulbs				\$40.00	\$40.00	\$0.00
	Repairs/Updates				\$500.00	\$750.00	\$250.00
	Rehab/EMS Supplies				\$350.00	\$750.00	\$400.00
	First Aid Kit (restock)				\$600.00	\$600.00	\$0.00
		TOTAL			\$2,890.00	\$3,740.00	\$850.00
							\$0.00
4741 Equipment Supplies					\$14,400.00	\$14,400.00	\$0.00
	2021 Actual		9,775.79				
	2022 Actual		16,874.87				
							\$0.00
	Fuel				\$11,000.00	\$11,000.00	\$0.00
	Filters				\$700.00	\$700.00	\$0.00
	Oil				\$300.00	\$300.00	\$0.00
	Small Tools				\$400.00	\$400.00	\$0.00
	Misc. Supplies				\$2,000.00	\$2,000.00	\$0.00
		TOTAL			\$14,400.00	\$14,400.00	\$0.00
							\$0.00
4801 Contract Services					\$8,700.00	\$8,625.00	(75.00)
	2021 Actual		7,533.94				
	2022 Actual		6,907.57				
							\$0.00
	Emergency Excavating/Towing				\$600.00	\$1,000.00	\$400.00
	Auditing Service				\$5,000.00	\$5,125.00	\$125.00
	Maintenance Agreement-Copier				\$700.00	\$700.00	\$0.00
	Legal Service				\$2,400.00	\$1,800.00	-\$600.00
		TOTAL			\$8,700.00	\$8,625.00	-\$75.00
							\$0.00

**SWARTZ CREEK AREA FIRE DEPT:2024
BUDGET-DRAFT**

4850	Communications					\$5,720.00	\$5,720.00	\$0.00
		2021 Actual	4,972.94					
		2022 Actual	5,186.13					
								\$0.00
	Web Site Domain Name (renew in 2025 GoDaddy)					\$0.00	\$0.00	\$0.00
	Web Site Domain Hosting (1and1 renew 2025)					\$0.00	\$0.00	\$0.00
	IAR (I Am Responding) Smart Phone Program					\$620.00	\$620.00	\$0.00
	Phone Equipment					\$600.00	\$600.00	\$0.00
	Phones/Internet Access					\$4,500.00	\$4,500.00	\$0.00
		TOTAL				\$5,720.00	\$5,720.00	\$0.00
								\$0.00
4910	Insurance					\$24,900.00	\$28,200.00	\$3,300.00
		2021 Actual	26,194.21					
		2022 Actual	24,009.00					
								\$0.00
	Liability and Property Insurance					\$19,500.00	\$15,000.00	-\$4,500.00
	Worker's Compensation					\$5,200.00	\$13,000.00	\$7,800.00
	MML Membership					\$200.00	\$200.00	\$0.00
		TOTAL				\$24,900.00	\$28,200.00	\$3,300.00
								\$0.00
4920	Utilities					\$21,000.00	\$21,500.00	\$500.00
		2021 Actual	16,166.87					
		2022 Actual	24,009.00					
								\$0.00
	Water/Sewer					\$3,000.00	\$3,500.00	\$500.00
	Gas/Electric					\$18,000.00	\$18,000.00	\$0.00
		TOTAL				\$21,000.00	\$21,500.00	\$500.00
								\$0.00
4960	Education & Training					\$11,650.00	\$12,501.00	\$851.00
		2021 Actual	3,205.00					
		2022 Actual	3,374.19					
								\$0.00
	FIREFIGHTER TRAINING							\$0.00
	Misc. FF Classes					\$2,000.00	\$2,000.00	\$0.00
	ADVANCED TRAINING							\$0.00
	Officer Classes/National					\$5,000.00	\$6,000.00	\$1,000.00
	CERTIFICATIONS							\$0.00
	CPR					\$300.00	\$300.00	\$0.00
	MEMBERSHIPS							\$0.00
	Michigan Fire Chiefs					\$245.00	\$245.00	\$0.00
	Genesee Co. Fire Chiefs \$63 ea x 3 + \$312 dept					\$500.00	\$501.00	\$1.00
	Shiawassee Co. Firefighters					\$75.00	\$75.00	\$0.00
	Mi State Fireman's Assoc \$30 ea x35 + \$75 dept					\$1,125.00	\$975.00	-\$150.00
	Mi Fire Inspectors Association					\$85.00	\$85.00	\$0.00
	Hundred Club					\$150.00	\$150.00	\$0.00
	Mi Fire Instructors Association (2)					\$170.00	\$170.00	\$0.00
	TRAINING SUPPLIES					\$500.00	\$500.00	\$0.00
	FIRE PREVENTION							\$0.00
	Misc. Materials/handouts/audio visual aides					\$500.00	\$500.00	\$0.00
	Fire Safety Trailer					\$1,000.00	\$1,000.00	\$0.00
		TOTAL				\$11,650.00	\$12,501.00	\$851.00

**SWARTZ CREEK AREA FIRE DEPT:2024
BUDGET-DRAFT**

4970 Office Equipment						\$1,000.00	\$1,000.00	\$0.00
	2021 Actual		1,005.29					\$0.00
	2022 Actual		62.96					
								\$0.00
Upgrades/Repairs						\$1,000.00	\$1,000.00	\$0.00
		TOTAL				\$1,000.00	\$1,000.00	\$0.00
								\$0.00
4976 Fire Equipment						\$20,400.00	\$69,400.00	\$49,000.00
	2021 Actual		23,548.42					
	2022 Actual		24,008.39					
Turn Out Gear (2)						\$7,000.00	\$7,000.00	\$0.00
Misc Equipment						\$4,000.00	\$4,000.00	\$0.00
Uniforms						\$2,000.00	\$2,000.00	\$0.00
10 yr Anniversary Helmet (2)						\$800.00	\$0.00	-\$800.00
Replacement Helmets (2)						\$600.00	\$600.00	\$0.00
Leather Fire Boots (5)						\$2,000.00	\$2,800.00	\$800.00
Thermal Imaging Camera						\$4,000.00	\$0.00	-\$4,000.00
PPV Fan						\$0.00	\$6,000.00	\$6,000.00
Foam (40 gallons)						\$0.00	\$2,000.00	\$2,000.00
6000psi Cascade Bottles (x2)						\$0.00	\$6,000.00	\$6,000.00
Jaws Of Life						\$0.00	\$39,000.00	\$39,000.00
		TOTAL				\$20,400.00	\$69,400.00	\$49,000.00
4978 Fire Equipment-Maint/Repair						\$29,380.00	\$23,980.00	(5,400.00)
	2021 Actual		17,711.70					
	2022 Actual		32,619.15					
Truck Repair						\$10,000.00	\$10,000.00	\$0.00
Jaws Pump Maint - Bi-Annually 2024						\$1,500.00	\$1,500.00	\$0.00
Turn-Out Gear Repair/Cleaning						\$1,500.00	\$1,500.00	\$0.00
Ladder Certification						\$900.00	\$900.00	\$0.00
Annual Pump Test/Maint						\$4,500.00	\$2,000.00	-\$2,500.00
Pager/Radio Repair/Upgrade						\$2,000.00	\$2,000.00	\$0.00
SCBA Repair						\$1,000.00	\$500.00	-\$500.00
Fire Extinguishers Maint						\$1,200.00	\$600.00	-\$600.00
Misc. Equipment Repair						\$1,500.00	\$1,500.00	\$0.00
Posi Check Calibration				**potential split 50/50 with GTFD		\$800.00	\$800.00	\$0.00
OHD Facemask Fit Equipment				**potential split 50/50 with GTFD		\$820.00	\$820.00	\$0.00
Air Compressor M/A (2)						\$1,860.00	\$1,860.00	\$0.00
Replacement Truck Air Compressor (1)						\$1,800.00	\$0.00	-\$1,800.00
						\$29,380.00	\$23,980.00	-\$5,400.00
4981 Apparatus						\$0.00	\$0.00	\$0.00
	2021 Actual		\$0.00					
	2022 Actual		\$195,692.64					
		TOTAL				\$0.00	\$0.00	\$0.00
								\$0.00
4984 Computer Hardware/Repairs						\$1,800.00	\$1,800.00	\$0.00
	2021 Actual		94.92					
	2022 Actual		1,653.62					
Computer/Monitor Upgrades						\$1,500.00	\$1,500.00	\$0.00
Repairs						\$300.00	\$300.00	\$0.00
		TOTAL				\$1,800.00	\$1,800.00	\$0.00
4988 Computer Software/Upgrades						\$2,040.00	\$4,540.00	\$2,500.00
	2021 Actual		4,152.50					
	2022 Actual		4,444.71					
Quickbooks						\$2,040.00	\$2,040.00	\$0.00
Misc Program Support (IOS, Windows)						\$2,500.00	\$2,500.00	\$0.00
		TOTAL				\$2,040.00	\$4,540.00	\$2,500.00

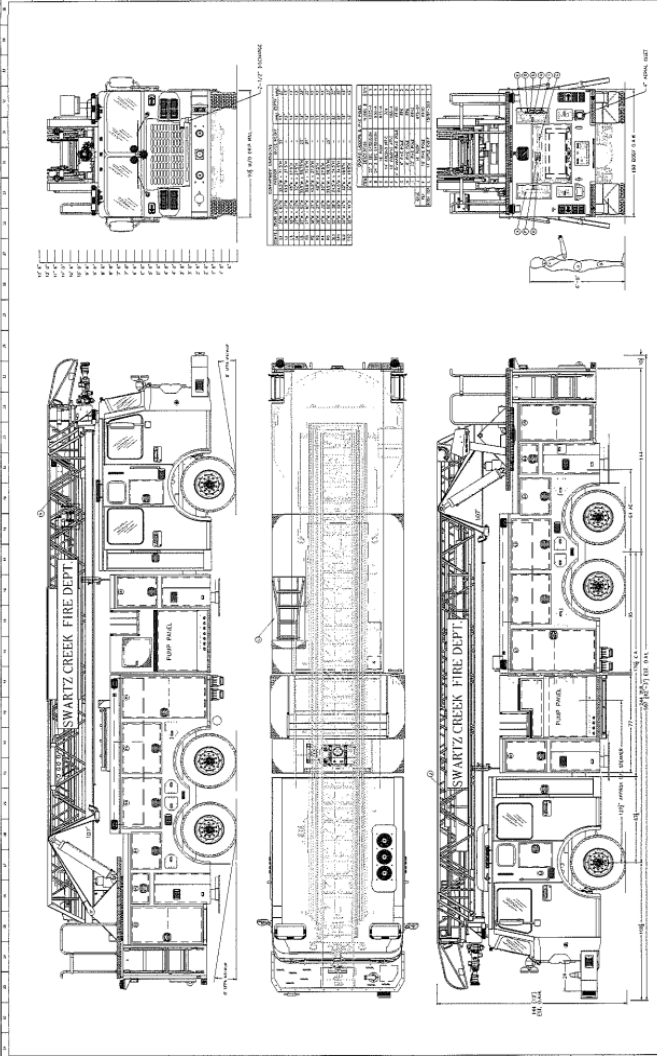
Swartz Creek Area Fire Department
 2023 Proposed Fire Apparatus Replacement /Major Purchase Schedule
 August 14, 2023

Ordered/ Contract Date Year	Payment/ Delivery Date	Purchased New Year	Original Cost	Years When Replaced	Apparatus Description	Current Rig #	New Rig #	Replacement / Additional Apparatus	Projected Cost
12/1/2023	4/15/2024	1999	227,919	25	1999 Pierce, 1500 GPM pump, 750 gal tank	41-21	41-21	1500 GPM pumper, 1250 gal. tank	\$910,000
9/30/2024	1/1/2028	1991	215,366	37	1991 Pierce, 1500 GPM pump, 1000 gal tank	41-22	41-15	1500 GPM pumper, 500 gal. tank, 107ft Ladder	\$1,500,000
8/1/2035	8/1/2035	2007	NA	28	2- ATV's	B1/B2	B1/B2	2 - Kobota's	\$40,000
8/1/2035	8/1/2037	1998	180,681	39	1991 Pierce, 1500 GPM pump, 1000 gal tank	41-22	41-11	1500 GPM pumper, 1250 gal. tank	\$1,300,000
1/1/2037	1/1/2038	2023	260,000	15	Air Packs	-	-	Air Packs	\$400,000
2/1/2040	2/1/2042	2015	609,786	27	2015 1500 GPM pumper, 750 gal. tank	41-12	41-21	1500 GPM pumper, 1250 gal. tank	\$1,600,000
2/1/2045	2/1/2047	2020	382,375	27	2020 1500GPM Tanker, 4000 ga. Tank	41-23	41-23	1500GPM Tanker, 4000 ga. Tank	\$1,400,000
2/1/2050	2/1/2050	2022	70,000	30	2020 Dodge Utility Body w/Skid Unit	41-27	41-27		\$150,000
2/1/2050	2/1/2050	2022	70,000	30	2022 Dodge Crew vCad Utility Body	41-16	41-16		\$150,000
TBD#		2022	55,000		2022 Dodge Durango				\$150,000

~ Every 5 years

~ Replace trucks every 5 years after
 # If EMS program continues will look for a purchased approx \$60,000 for med runs/manpower transport

Swartz Creek Area Fire Department Ladder Truck Recommendation



An Aerial Truck is a term used to Describe a “Ladder Truck” But there are many types

Aerials Definition: A mechanically-operated extendable ladder mounted on a fire truck with either a front-mount, rear-mount configuration or tractor-drawn configuration



Tiler/Tractor Drawn

Used in larger communities
or those with difficult
turning radius



SkyBoom

Limited to 55' -61'



Platform/Bucket Truck

Limitations for rescues
and working off the truck
for ventilation



Quint Ladder Truck:

Offers the most multi-purpose, multi-functional use for “our communities”.

- -
 -
 -
 -
- Has a Fire Pump
 - Has a water tank
 - Has Fire hose
 - Has Regular Ground ladders
 - Has a Aerial Device



Why a Ladder Truck?

- Department History
 - ISO Benefits
- Infrastructure concerns
- What about mutual Aid?
 - Safety
- It is still a fire truck!
- Changes the way we operate for the better





1949 American LaFranc Aerial. It was purchased, used, from the Flint Fire Department. In approximately 1985 it was sold to the Corunna-Caldonia Fire Department in Shiawassee County.



This was a 1963 Sutphen 65' aerial truck that was purchased used in 1985. It was sold in 1996 as we deemed it too expensive to have it repaired so it could be certified.

Insurance Services Office (ISO)

- Current Rating is a 5
- Highly likely to move to a 4
 - Residential Savings
 - Commercial Savings





Infrastructure

- *Weight Distribution*
- *Water System Concerns*



Mutual Aid

- *Response Times*
- *Availability*
- *Logistics*
- *Trucks designed for their communities*
 - *Settling for what you can get*
- *Self Reliance*



Safety

- *Firefighter Safety*
 - Limited Manpower
 - Doing more with less
- Minimizes the need to carry heavy tools and equipment up ground ladders
- Aerial platform provides safe working platform with tools already on board
- Community Safety
 - Rapid Rescue



A Fire Engine with the benefits of a ladder truck

- *The proposed truck will still be a fire truck*
- *Will be used on a regular basis for regular calls in addition to building fires.*



Improves Operations

- *Vertical Ventilation*
- *High Angles Rescue*
- *Low Angle Rescue*
- *Rapid Deployment of ladder for egress*
 - *Ease of moving the ladder*
- *Decreases the amount of time spent on scene*
- *Elevated Lighting*
- *Rope/Trench Rescue*



Benefits BOTH Communities

- Roof Pitch
- Commercial
 - Schools
 - Apartments
- Iceland
 - SPO
- Barns
- Silo's
- Ditches!



Benefits BOTH Communities

- Access to elevated structures
- Access to areas that cannot support ground ladders
- Access to vehicles/people needing assistance up or down an embankment
- Elevating a master stream of water or large volume nozzle
- Overhead access to rail cars or semitrailers
- Access to persons in trouble working in bucket trucks/lifts/tree work



Item #14 - Pavement Markings							
Company Name	Description	Qty	U/M	Unit Price	Total Pric	Delivery	Exceptions
M&M Pavement Marking	1. Yellow Skip 4"	150,000	Lin. Ft.	\$ 0.070	\$ 10,500.00	2 Weeks	None
	2. Yellow Solid 4"	1,205,250	Lin. Ft.	\$ 0.058	\$ 69,904.50		
	3. White Skip 4"	199,600	Lin. Ft.	\$ 0.08	\$ 15,968.00		
	4. White Solid 4"	7,000,000	Lin. Ft.	\$ 0.058	\$ 406,000.00		
	5. White Solid 6"	157,739	Lin. Ft.	\$ 0.06	\$ 9,779.82		
	6. Longitudinal <6", Remove	4,000	Lin. Ft.	\$ 0.25	\$ 1,000.00		
	7. Stop Bar & Messages, 12"	5,000	Lin. Ft.	\$ 1.00	\$ 5,000.00		
	8. Stop Bar & Messages, 24"	5,000	Lin. Ft.	\$ 2.00	\$ 10,000.00		
	GCRC Grand Total						
P.K. Contracting, Inc.	1. Yellow Skip 4"	150,000	Lin. Ft.	\$ 0.073	\$ 10,950.00	Per Specs	N/A
	2. Yellow Solid 4"	1,205,250	Lin. Ft.	\$ 0.073	\$ 87,983.25		
	3. White Skip 4"	199,600	Lin. Ft.	\$ 0.070	\$ 13,972.00		
	4. White Solid 4"	7,000,000	Lin. Ft.	\$ 0.070	\$ 490,000.00		
	5. White Solid 6"	157,739	Lin. Ft.	\$ 0.105	\$ 16,562.60		
	6. Longitudinal <6", Remove	4,000	Lin. Ft.	\$ 0.65	\$ 2,600.00		
	7. Stop Bar & Messages, 12"	5,000	Lin. Ft.	\$ 2.00	\$ 10,000.00		
	8. Stop Bar & Messages, 24"	5,000	Lin. Ft.	\$ 3.00	\$ 15,000.00		
	GCRC Grand Total						

Bid Comparison

Contract ID: 467.2-24
Description: County Wide Pavement Marking
Location: County Wide Pavement Marking
Projects(s): 467.2-24

Rank	Bidder	Total Bid	% Over Low	% Over Est.
0	ENGINEER'S ESTIMATE	\$448,075.00	7.76%	0.00%
1	(_05071) M & M Pavement Marking, Inc.	\$415,785.00	0.00%	-7.20%
2	(_01684) P.K. Contracting	\$444,250.00	6.84%	-0.85%

Line Description	Pay Item Code	Quantity	Units	(0) ENGINEER'S ESTIMATE Bid Price	Total	(1) M & M Pavement Marking, Inc. Bid Price	Total	(2) P.K. Contracting Bid Price	Total
0001 8110024 Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk		500	Ft	\$3.250	\$1,625.00	\$4.000	\$2,000.00	\$3.250	\$1,625.00
0002 8110045 Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar		600	Ft	\$12.000	\$7,200.00	\$11.000	\$6,600.00	\$13.500	\$8,100.00
0003 8110063 Pavt Mrkg, Ovly Cold Plastic, Lt Turn Arrow Sym		12	Ea	\$135.000	\$1,620.00	\$150.000	\$1,800.00	\$160.000	\$1,920.00
0004 8110065 Pavt Mrkg, Ovly Cold Plastic, Merge		1	Ea	\$260.000	\$260.00	\$300.000	\$300.00	\$300.000	\$300.00

Line Description	Pay Item Code	Quantity	Units	(0) ENGINEER'S ESTIMATE Bid Price	Total	(1) M & M Pavement Marking, Inc. Bid Price	Total	(2) P.K. Contracting Bid Price	Total
0005 8110068 Pavt Mrkg, Ovly Cold Plastic, Only		4	Ea	\$135,000	\$540.00	\$150,000	\$600.00	\$160,000	\$640.00
0006 8110071 Pavt Mrkg, Ovly Cold Plastic, Rt Turn Arrow Sym		4	Ea	\$135,000	\$540.00	\$150,000	\$600.00	\$160,000	\$640.00
0007 8110077 Pavt Mrkg, Ovly Cold Plastic, Thru and Rt Turn Arrow Sym		2	Ea	\$220,000	\$440.00	\$300,000	\$600.00	\$280,000	\$560.00
0008 8110231 Pavt Mrkg, Waterborne, 4 inch, White		3,600,000	Ft	\$0.062	\$223,200.00	\$0.057	\$205,200.00	\$0.058	\$208,800.00
0009 8110232 Pavt Mrkg, Waterborne, 4 inch, Yellow		3,300,000	Ft	\$0.062	\$204,600.00	\$0.058	\$191,400.00	\$0.065	\$214,500.00
0010 8117001 _ Pavt Mrkg, Waterborne, 24 inch, Stop Bar		100	Ft	\$2,000	\$200.00	\$2,000	\$200.00	\$2,500	\$250.00
0011 8117050 _ Pavt Mrk, Waterborne, Railroad Sym		37	Ea	\$150,000	\$5,550.00	\$125,000	\$4,625.00	\$130,000	\$4,810.00
0012 8117050 _ Pavt Mrkg, Waterborne, Lt Turn Arrow Sym		6	Ea	\$60,000	\$360.00	\$50,000	\$300.00	\$50,000	\$300.00
0013 8117050 _ Pavt Mrkg, Waterborne, Rt Turn Arrow Sym		4	Ea	\$60,000	\$240.00	\$50,000	\$200.00	\$50,000	\$200.00
0014 8117050 _ Pavt Mrkg, Waterborne, Stop Ahead		7	Ea	\$100,000	\$700.00	\$80,000	\$560.00	\$105,000	\$735.00
0015 8120210 Pavt Mrkg, Longit, 6 inch or Less Width, Rem		1,000	Ft	\$1,000	\$1,000.00	\$0.800	\$800.00	\$0.870	\$870.00
Bid Totals:					\$448,075.00		\$415,785.00		\$444,250.00