

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Monday, November 13, 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 October 23, 2023 MOTION Pg. 27
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. 37
  - 6C. Water Affordability Bill Package & Memo Pg. 69
  - 6D. Morrish Road Overpass Approach Cost Estimate Pg. 91
  - 6E. Public Safety Assessment Materials Link
7. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
  - 8A. Public Safety Special Assessment PUBLIC HEARING
  - 8B. Public Safety Special Assessment RESO Pg. 24
  - 8C. Appointments RESO Pg. 25
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 26

**Next Month Calendar** (Public Welcome at All Meetings)

|                                 |  |
|---------------------------------|--|
| Zoning Board of Appeals:        | Wednesday, November 15, 2023, 6:00 p.m., PDBMB     |
| Fire Board:                     | Monday, November 20, 2023, 6:00 p.m., Station #2   |
| Park Board:                     | Tuesday, November 21, 2023, 5:30 p.m. PDBMB        |
| Metro Police Board:             | Wednesday, November 22, 2023, 11:00 a.m., Metro HQ |
| City Council                    | Monday, November 27, 2023, 7:00 p.m., PDBMB        |
| Planning Commission:            | Tuesday, December 5, 2023, 7:00 p.m., PDBMB        |
| City Council:                   | Monday, December 11, 2023, 6:00 p.m., PDBMB        |
| Downtown Development Authority: | Thursday, December 14, 2023, 6:00 p.m., PDBMB      |
| City Council:                   | Monday, December 18, 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, NOVEMBER 13, 2023, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **November 13, 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 provided 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:**

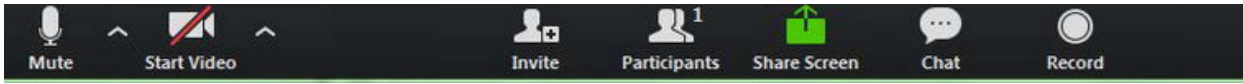
1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to [join.zoom.us](https://join.zoom.us) on any browser and entering the Meeting ID provided below.

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

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

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



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

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

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

**Connie Olger is inviting you to a scheduled Zoom meeting.**

**Topic: Swartz Creek City Council Meeting**

**Time: November 13, 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 concerns, please contact 810-429-2766 or email [colger@cityofswartzcreek.org](mailto: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 who reads/moves for a motion may oppose, argue against or vote no on the motion.

## **PUBLIC ADDRESS OF COUNCIL**

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

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

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

## **VOTING RECORD OF PUBLIC BODIES**

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

**City of Swartz Creek**  
**CITY MANAGER'S REPORT**  
Regular Council Meeting of Monday, November 13, 2023 - 7:00 P.M.

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

**FROM:** Adam Zettel, City Manager

**DATE:** November 8, 2023

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## **ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS**

- ✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(No Change of Status)*  
The city has not received any new tax tribunal appeals. Since we are late in October, I am going to venture to claim that we are appeal free for the first time in my ten years as manager!
  
- ✓ **STREETS** *(See Individual Category)*
  - ✓ **2020-2023 TRAFFIC IMPROVEMENT PROGRAM (TIP)** *(Update)*  
The Miller Road rehabilitation is complete, with the exception of stop bars and crosswalk striping!

There are no further TIP projects planned for the current three-year cycle.

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

Crack filling is complete. We expect road marking to commence at any time. With freezing temps expected over the weekend, we have concerns about weather.

The USDA water main and local street projects are finally out for bid! We expect to have results before the city council on November 27<sup>th</sup>, with bonding to occur in December, and construction to start in spring. We expect the work to occur over two construction seasons unless the successful contractor has large enough capacity to tackle the work in one season.

Street work will include new sub surface drainage, road reconstruction, replacement aprons, replacement sidewalk, and forestry for Durwood, Norbury, Winshall, Greenleaf, and Whitney.

Street rehabilitation with limited drainage in Winchester Woods is also going to be bid and will include replacement top courses and limited drainage work. This work will bid separately so that the city will qualify for the \$250,000 Category B MDOT grant. MDOT will not allow a project to be under contract or out for bid prior to a grant agreement.

However, we have officially been awarded \$250,000 for this scope of work. We met with MDOT on the 8<sup>th</sup> of November. Our program application has been submitted and we appear to qualify for a direct grant. We expect to bid the Winchester Woods work



in mid-December, due in mid-January. Once bids are in and the state completes a grant agreement (an eight-week process), we should be able to proceed with an award.

Concerning the Morrish overpass, the DPW is taking a closer look at the slope, guardrail, and drainage structures. We have very little capacity to deal with this interstate overpass with our funds. We are looking to ensure it is safe and structurally sound until such time that MDOT addresses the larger issues. Rob solicited pricing on a potential complete repair from OHM. See the attached estimate and detailed report below.

- ✓ **RECONNECTING COMMUNITIES AND NEIGHBORHOODS** (*No Change of Status*)  
The grant has been submitted. The previous report follows.

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 has only four more segments to do. This project should be wrapped up very shortly and included 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 are also putting together a more formal five-year city-wide cleaning program. This was 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 was \$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.

Note that lining work in 2024 may be reduced in scale due to the large investment made in 2023.

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

Bids are due on November 16 for all water main and related street reconstruction. I expect to have this on the November 27<sup>th</sup> agenda. 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.

However, initial calculations under current circumstances indicate an increase lower than 8%. Note that this could still be made substantially worse if the State amends the Social Welfare Act (see below). **I expect that the rate increase will be on the November 27<sup>th</sup> agenda as well.**

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, Waldorf, 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.

We are working to get the contractor onsite sooner than later, but we cannot force this issue, nor can we directly work on the county lines.

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** *(Update)*

All equipment is installed. The water tower collector is working and is collecting about 75% of accounts on its own. The number of unread meters for the west end is very low, which is a great sign of the tower effectiveness. Even though we are not using this system for billing, we have already used it to notify owners of two detected leaks!

The Elms tower requires power, but we expect that soon. Staff was trained on the platform on October 24th. This went well. We MAY be able to conduct winter reads with the system. See the report from August 11, 2022, for details on this program.

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

The last of the lots acquired prior to the special assessment have been sold. The city also has two more lots that were acquired through the tax reversion process. There is interest by the builder to proceed with acquisition and construction. In addition, the association manager reached out about permitted designs and builders for the subdivision. There could be renewed interest in some building. This would finally clear us of the subdivision and put the association in a better position to build membership and dues for their operations.

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

✓ **NEWSLETTER** *(Update)*

The fall newsletter is being printed. 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 site is not formally for sale, nor is there a concept plan for reuse.
2. The **reuse of Mary Crapo is becoming a reality**. 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. Their plans are also likely to have an impact on the lane configuration for Ingalls.
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. This work is substantially complete and will be removed from future reports.
4. **Street repair in 2023** is moving forward. Miller Road is substantially complete. Local street work is now out for bid. Crack filling is done and markings are on the way.
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. **(Update)** The **southwest corner of Elms & Miller** is seeing some increased activity. We have a judgement to demolish the building on the corner. We received word from a design company that they are working on a site plan, and that the building should be coming down by the owner. If not, we are getting the work lined up.
8. **Park projects** are substantially complete and include both basketball courts and Elm's tennis courts. Paint markings on the Elms basketball courts are done. 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. **(Update)** **New Businesses continue to come to town**. The community has two tattoo establishments opening in the city. These uses are permitted in our commercial districts, and the city has been home to one in the past. One shop is opening in the Carriage Plaza, where the previous business was. The other is

opening in the former Burrito Brothers storefront downtown. TruEco Construction is upfitting the old bakery. They were awarded a façade grant by the DDA on November 9th.

11. **(Update) Mundy Megasite/Costco.** By all accounts, Costco is placing a store on Hill Road, by US-23. They now have site plan approval. 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, which is surprising and does not instill confidence. The public presented a petition to place a moratorium on this project to Mundy Township on October 23rd.

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

The project is substantially complete, and the engineer is working through the final punch list items. Overall, we are quite pleased with the quality of work, project timing, and price (we expect to come in at or below budget).

The fence for Fairchild at the creek has been ordered. We are also installing a fence at Elms School, to be gated during school hours.

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

Most recently, we have embarked on the renewal process with the MEDC to retain our status as a Redevelopment Ready Community. They are going to work with us over the next twelve months to ensure we are aligning with the most up-to-date best practices and guidelines. The areas that still need work are highlighted in the report (October 23, 2023 packet).

We met with our MEDC representative on October 24th to go over this. I am happy to say that we are aligned already with 72% of the benchmarks, and I am confident that we will be able to align with full expectations in a short amount of time. The only item for concern, which is more procedural in nature, is whether or not we need to formally update our marketing plan. Otherwise, most changes could be made quite readily.

The Methodist Church project is being heavily marketed. In the meantime, we have affirmed that there is already a restaurant user that has a purchase agreement on the property! This could be great news for the building and the downtown! We met with this individual and the MEDC team. There is a lot of optimism. I believe this will be a slow but steady project, so we should not expect movement in the next year.

There is another downtown property owner that is considering a transformational investment in their property using the RRC architectural services. Time will reveal if this bears fruit. I expect another renovation for an existing building on Miller Road to submit plans for the planning commission.

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. We have a concept (included in the packet), and we met onsite with JW Morgan construction and a materials vendor. We should have some initial pricing within 30 days.

The concept 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** (*Update*)

We signed the agreements, which means we can bid the projects during the winter. The project that is to be completed in 2024 consists of adding new sidewalk in the downtown area. I am looking to do some preliminary cost analysis to run sidewalk down the east sides of McLain and School to the trail. If this is in the ballpark of \$40,000-\$50,000, we can create a bid specification to complete this work, largely with CDBG funds. As of writing, it appears to be about \$100,000, so we may look to add walk to only one street, even if we bid both to ascertain the actual costs first.

Concerning the next CDBG cycle, we are in line to spend a total of \$35,189 for the next three year allotment. Up to 30% can be allocated to the senior center. Previously, this cap was 15%. Monies available for investment in the qualifying geography (south downtown) would be \$29,910.65 with a 15% contribution to the senior center and \$24,632.30 at 30%.

We need to schedule a public hearing on how to spend funds on November 27<sup>th</sup> so we can submit a preliminary application by December 6<sup>th</sup>. We will get affirmation on project eligibility soon after, resulting in the need for a final resolution for a specific project on December 18<sup>th</sup> or January 8<sup>th</sup>, depending on the timing. These funds are expected to be available during the 2025 fiscal year.

✓ **DISC GOLF** (*Update*)

Shattered Chains is planning another work day. We are purchasing some materials to help construct tees, bridges, and other features. We appear to be in the final stretch to make the course playable!

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

We have an initial commitment from Kildee's office for funds to support the development of Otterburn. We hope to get another \$150,000 from the DNR Recreation Passport Grant, but this is far from secure. There are also some verbal commitments from the BeeMoreLikeJentery group.

I will keep the council informed. Once there is a clear picture of all funds available, we should be able to scale the project to meet a reasonable budget.

✓ **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.



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

All but two of Frontier’s fiber permits are approved. Work on installation has begun in the city and surrounding townships. We are getting many reports of phone service outages, unprofessional workers, and unsightly/inconvenient working areas. I have made the Michigan Public Service Commission aware of these issues. 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.

✓ **SOLAR SYSTEM MODEL** *(Update)*

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 New Zealand, or payment for a sign constructed locally in New Zealand. 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.

At this point, we are about ready to go live with the crowdfunding effort to raise the other half of the funds. This is still a big ask for the community. The city has committed \$8,750, which will be matched by the program. The rest will be made up of individual and business contributions on the crowdfunding platform. Again, the state will match 50-50 within limits.

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** (*Business Item*)

The 4.9 mil special assessment district that was approved in 2013 to fund fire, fire apparatus, and police services expires this year. This revenue source consists of a city-wide levy on real property, which currently funds about 50% of all such expenses. Because the district is city-wide, the assessment functions much like a tax with the exception that it is not applied to personal property and it is not subject to Headlee rollbacks.

At the October 23, 2023 meeting, the City Council directed staff to prepare a report on a special assessment district for public safety. This includes an estimation of the costs needed for fire service, fire apparatus, police service, and the facilities that house them. Because the question at hand includes a renewal of an existing 4.9 mil public safety assessment, staff is also able to provide the most recent special assessment district roll, which includes revenues and the impact on each piece of property. We can also project expenses and the proportion of expenses that these revenues cover. This is included in the "Public Safety Assessment Revenue and Expense Report."

The council also scheduled a public hearing to consider the estimate, the assessment roll, the need for the special assessment, and to hear objections. The public hearing notice was sent by first-class mail to all real property record owners of record according to the last tax roll, as reviewed by the City Board of Review, at least 10 days prior to the hearing. Publication of the notice was also placed in the local newspaper.

With the assessment and budgets firmly in place and functional for the past decade, staff finds that a renewal of the same boundaries (all city parcels) and same rate (4.9 mils) will suffice to maintain services. Our fiscal year budget is already approved through June 30<sup>th</sup> and is funded at the current service level for police and fire. Note that this levy can increase by up to 10% in any given year. This has never occurred, but it could be employed if the fire apparatus budget requires additional revenues.

The attached report outlines the history of the assessment and its impact. I have provided background on the city's finances that led to the SAD, as well as current budgets, the current assessment roll, and some applicable tables regarding tax efforts.

I plan to summarize the findings in a presentation to the council and public prior to the hearing. Pending input and findings from the hearing, I recommend the council proceed with considering the district at a second hearing on December 18, 2023. This hearing will require the same notice as the first. If agreeable, the assessment would be renewed for an additional ten years at the same rate.

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

✓ **BROWN ROAD LAND SALE OPTION** *(No Change of Status)*

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.

✓ **CROSS CONNECTION SHUT OFFS** *(Update)*

I did affirm that the Michigan EGLE does require residential cross connections. I sent this requirement to the council via email on October 24<sup>th</sup>. Let me know if you did not see this. We also conducted a background check on the Hydrocorp inspector, which came back good. The previous report follows.

Because of the busy schedule and potential meeting time change for December 11, 2023, I suspect this hearing date will be postponed. I also have concerns that there are not enough inspection slots for all outstanding inspections to sign up, making the process impossible to complete for all users. We are going to consider the matter in the coming weeks to come up with a long term strategy that is predictable, fair, and productive as it relates to getting compliance with the residential cross connection inspections. The previous report follows.

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 8<sup>th</sup> 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.

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

✓ **MONTHLY REPORTS** *(Update)*

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

✓ **WATER LEGISLATION AND GCDC-WWS MEMO** *(Update)*

I am including a brief of the Low-Income Water Affordability Plan. This was previously referred to as the social welfare act. I am also including a memo written by the Genesee County Drain Commission, Water and Waste Services Division. This set of proposed legislation aims to keep water flowing to households that cannot afford it, a noble aspiration on its face.

However, the legislation, in my opinion, is not practical. The memo details the myriad of concerns well. I emphasize that the program, at its core, will add expenses to our utility and our customers directly. It will make the utility responsible for discounting and forgiving bills and will make shut offs virtually impossible. It comes close to decriminalizing illegal water turn on as well.

Summarily, the State of Michigan wants residents to get free or discounted water, leaving local utilities virtually no recourse to enforce or disincentivize nonpayment. However, they do not want to pay for this. They are mandating that we collect the funds and create the systems to track and operationalize this plan. I should stop writing while I am frustrated. In fact, I will.

Please contact our senators and stop this. I do not see how sustainable and fair utilities can operate with such legislation in place.

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

✓ **PLANNING COMMISSION** *(Update)*

There was not a November meeting. I still have a number of interested parties that have concept or site plans in the works for downtown and the Meijer area. It seems less likely that something will come in this calendar year though. The next regular meeting is scheduled for December 5, 2023.

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

The DDA met on November 9<sup>th</sup> to consider a façade grant for the old Swartz Creek Bakery. This building is being converted into an office for Tru Eco Construction, a locally owned rehabilitation business. They were awarded a match of grant funds in

the amount of \$7,500 to replace their windows and doors as part of the overall renovation. This is part of a larger project that includes new siding and accent features!

The next meeting is scheduled for December 14.

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

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

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

The rules have been updated per the last meeting, with all documentation being revised accordingly for the website and other venues. At about the same time, it was brought to our attention that the signs at the park prohibit firearms. This is not enforceable. Our rules state that the discharge of firearms is prohibited, which is enforceable. In a nutshell, parks are not gun-free zones in Michigan, and no municipality can make them gun-free. However, we can obviously prohibit use. With that said, our rules are still valid and current, but we will need to adjust the wording on the park rule signs to align with federal and state law. I expect this to read, “No discharge of fireworks, firearms, or bows.”

At the October 17<sup>th</sup> meeting, the board discussed the old basketball court at Abrams, the one by the restrooms. This was being looked at for pickleball. To accommodate this use, it would need surface updates like the Elms tennis courts had. It may also require a permanent net to be most useful. The park board was open to this, but did not commit to this use at this time.

Next, the board considered a volunteer recognition program. Overall, it is felt that this could take many shapes in the coming years, including public acknowledgement with plaques or memorials, annual awards, dinners, etc. To get the program started, the park board advocates that the known volunteers be recognized with an annual proclamation by the Mayor, perhaps the last meeting of each year. Samantha is likely going to compile a complete list and work with the Mayor to arrange something. As a namesake, the park board strongly supported the proclamation to include reference to the late council member Jentery Farmer.

The next meeting is scheduled for November 21st.

✓ **BOARD OF REVIEW** (*Update*)

The Board of Review will convene on December 12th at 3:30. Their duties are not yet defined because the state announced this week that the Board of Review is no longer going to do Veterans exemptions. However, the state did not say when that was effective. More information is expected in November. As of now, the BOR can still fix qualified errors, grant poverty exemptions and veterans’ exemptions (pending state timelines).

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

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

The renewal millage proposal for Swartz Creek Schools at the November 7 election passed.

School district wide results:

YES – 66.58%

NO - 33.42%

City of Swartz Creek residents voted:

YES- 738 votes

NO - 289 votes

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

- ❑ DPS continues to GPS water and sewer assets. This will be ongoing for most of the year as we have time available.
- ❑ DPS was able to sell the 1995 Case Backhoe for \$13,100 through an auction on Bidcorp. Buyer has not yet picked up the machine.
- ❑ The intersection of Miller and Fairchild traffic signal timing has been changed due to the signal wire on Fairchild being hit while milling. The county is working on getting the wire replaced. The signal timing now is causing excessive traffic on Miller Rd. during school drop off and pick up.
- ❑ New snow plow truck has arrived and currently being lettered. The truck is ready to be put into service but hopefully it never leaves the garage this winter.
- ❑ One of our old plow trucks is listed currently on bidcorp.
- ❑ DPS is finished the last round of woodchipping for the year. We will now work on getting the truck changed over to winter trim and the chipper will get its annual servicing.

✓ **TREASURER UPDATE (Update)**

Deanna has retired and I am working diligently to pick up where she left off. Winter tax bills have been sent to the printer and will be mailed out on December 1<sup>st</sup>. 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)**

The historical sign project is complete, and the signs look great! Signs have been installed and the grant report has been submitted. This project gained us some “earned media”, through an interview I was asked to do by ABC12 last week.

I’ve met with a few different businesses over the last couple of weeks and have fielded a variety of questions. Two separate interested businesses have asked about the status of 5015 Holland Drive. I’ve reached out to the owners and am hoping they will consider selling, as we need more commercial space downtown. Another business is moving forward with plans to open a bookstore and café and is looking into the possibility of a tavern license, so that they could also sell wine.

The PSCP campaign for Cosmos in the Creek has been approved by MEDC as a viable project and component webpage. It can go “live” as soon as we want it to! I am working towards getting some verbal commitments from families and businesses, so that there is more confidence in reaching the \$25,000 goal. If you think your family or organization would like to be a sponsor, please let me know as soon as possible. With the holidays approaching, I wonder about the timing of this campaign.

At the December 12<sup>th</sup> meeting, we will be recognizing volunteers that have helped make Swartz Creek a better place to live. I’m reaching out to invite the appropriate individuals and organizations.

## **NEW BUSINESS / PROJECTED ISSUES & PROJECTS**

### ✓ **MORRISH OVERPASS APPROACH ESTIMATE (Update)**

As noted, there are some surface and grading issues with the Morrish Road overpass, specifically on the south approach. This is resulting in degradation of the shoulder and guardrail. Though not deficient, it certainly needs some work. The catch basin repair is scheduled, and the DPW has been able to add some stabilization to the shoulder.

We asked OHM to price out formal repairs. Their estimate is attached and approaches \$250,000. This does not include preliminary or construction engineering or any contingency. For the time being, this is not in any capital improvement plan, nor is their surplus budget to address this. I do not see how we can proceed with such repairs at this time.

### ✓ **APPOINTMENTS (Business Item)**

There are three appointments that expire on Park Board at the end of the year. One seat is also up for the Local Officers Compensation Commission this month. All appointments can be extended. In addition, there have also been three resignations that need to be filled for partial terms. One is on the Flint Area Narcotics Group, which was held by Mr. Cramer and is to be held by a seated council member. One is for park board, a seat vacated by Mr. Brandon Greiner. There was also a resignation by Mr. Thomas Currier of the Planning Commission.

### ✓ **METRO POLICE BUDGET (Update)**

The draft 2024 Metro Police Department budget was reviewed by staff on the 8<sup>th</sup>. In short, 2023 will finish with a surplus that is recommended to be carried over into 2024. If the carryover is agreeable, Metro proposes a flat budget for 2024, perhaps with a nominal decrease to contributions by Swartz Creek and Mundy. Note that expenses are rising, but they are being offset by this year’s savings. I expect the Metro board to consider this at the November meeting.

If 2025 experiences another inflationary increase, which I expect it will, that budget could be a more substantial increase than normal. Again, this is due to the fund balance carryover that negates the 2024 changes. Overall, the annual increase since its inception in 2017 averages 2.94%.

### ✓ **VOLUNTEER RECOGNITION (Update)**

There are a number of individuals and groups that spend a lot of time, effort, and money in the community to improve many of our most noticeable public areas. Most are familiar with the efforts of the Women's Club to beautify downtown, including the flower plantings and fall decorations. However, there are many other helping hands that contribute to our many parks, gateways, and other public spaces.

The park board began a conversation about how to recognize these folks. At their meetings, there was deliberation about numerous factors, including the area of the community served (parks, downtown, or other), whether it was an individual or group, a resident or non-resident, or whether the activity was ongoing or one-time only. The park board ultimately felt that an annual proclamation and recognition by the Mayor was the most appropriate way to recognize these efforts.

As such, our 6pm meeting on December 11<sup>th</sup> has been chosen to be the venue for recognition of these wonderful people. Samantha has compiled a list of all volunteers that we are known to work with, and she will invite them to the meeting. The Mayor will read off the proclamation, with a copy to be framed and given to each group or person. If you have any thoughts about how to add more to this celebration, let us know!

### **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.

*Genesee Wind Symphony:* The coming shows are Monday, October 30<sup>th</sup> at 7:30pm at the PAC (this is not a council meeting day). There is also a show on December 11<sup>th</sup> at 7:30pm. This is a council meeting day so we may look to reschedule the meeting for 6:00pm.

*Christmas Parade:* The parade and tree lighting is on Saturday, December 2, 2023 at 6:00 p.m.







**WHEREAS**, the City Manager has prepared said report and has filed same with the City Clerk and delivered a copy of said report to the City Council; and

**WHEREAS**, the City Council has had an opportunity to review the City Manager’s report and has otherwise been fully advised by the City Manager with respect to this project;

**WHEREAS**, a public hearing was held in accordance with the city ordinance and state statute on November 13, 2023.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Swartz Creek hereby determines that it is necessary to establish a City-Wide Special Assessment District and to make said district subject to a levy of 4.9 mills; and

**BE IT FURTHER RESOLVED** that the special assessment shall be levied on the taxable value of all current and future real property in the City of Swartz Creek.

**BE IT FURTHER RESOLVED** that council will, within forty-five days (45) of the end of the City’s fiscal year, being June 30<sup>th</sup>, and each year thereafter and in conjunction with the City’s annual budgeting and levy process, make a redetermination of the levy for the ensuing year, without notice, provided the increase in levy does not exceed an increase in the estimated annual incremental cost increase by 10 percent or more.

**BE IT FURTHER RESOLVED** that the City Manager’s report shall be placed on file with the City Clerk and shall be available for public examination; and

**BE IT FURTHER RESOLVED** that a public hearing on the proposed Public Safety Special Assessment District is hereby scheduled before the city council at the regular City Council meeting to be held on December 18, 2023 at 7:00 p.m.

**BE IT FURTHER RESOLVED** that the City Clerk is hereby directed to publish and give notice of said public hearing as required by law.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 231113-8C**

**RESOLUTION TO APPROVE COMMISSION APPOINTMENTS**

Motion by Councilmember: \_\_\_\_\_

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

**WHEREAS**, there exist multiple vacancies in such a positions; and

**WHEREAS**, said appointments are Mayoral appointments, subject to affirmation of the City Council.

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

**#231113-8C1** **MAYOR APPOINTMENT:** **Boots (Aldine) Abrams**  
Local Officer Compensation Commission  
Five year term, expiring November 27, 2028

**#231113-8C2** **MAYOR APPOINTMENT:** **Nate Henry**  
Flint Area Narcotics Group  
Remainder of two year term, expiring November 25, 2024

**#231113-8C3** **MAYOR APPOINTMENT:** **Samantha Fountain**  
Park Board  
Three year term, expiring December 31, 2026

**#231113-8C4** **MAYOR APPOINTMENT:** **Trudy Plumb**  
Park Board  
Three year term, expiring December 31, 2026

**#231113-8C5** **MAYOR APPOINTMENT:** **Connie Olger**  
Park Board  
Three year term, expiring December 31, 2026

**#231113-8C6** **MAYOR APPOINTMENT:** \_\_\_\_\_  
Park Board  
Remainder of Three year term, expiring December 31, 2024

**#231113-8C7** **MAYOR APPOINTMENT:** \_\_\_\_\_  
Planning Commission  
Remainder of Three year term, expiring June 30, 2025

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Motion No. 231113-11A** **ADJOURN**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council adjourn the regular council meeting of November 13, 2023.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE 10/23/2023**

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, Treasurer Deanna Korth, Chief Bade.

Others Present: Ashley Fraser-Plante Moran, M. McLanahan, Jim Barclay

Others Virtually Attended: Renee Kraft, Clerk Designee

**APPROVAL OF MINUTES**

**Resolution No. 231023-01**

**(Carried)**

Motion by Councilmember Spillane  
Second by Councilmember Cramer

**I Move** the Swartz Creek City Council approve the amended Minutes of the Regular Council Meeting held Monday October 9, 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. 231023-02**

**(Carried)**

Motion by Councilmember Henry  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Agenda as amended for the Regular Council Meeting of October 23, 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. 231023-03**

**(Carried)**

Motion by Councilmember Cramer  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council accept the City Manager's Report of October 23, 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:**

Jim Barclay 8420 Cappy Lane, discussed his displeasure about contracted workers entering his property. Questioned if they have had background checks. Stated it might be a violation of his 4<sup>th</sup> amendment rights. City Manager Zettel responded that his belief is that the meter is public property and the city can service it when necessary. He will investigate the background checks. Mayor Krueger stated it is legal for the city to shut off water, but should they? The attorney was quoted as stating it is not a violation of a person's 4<sup>th</sup> amendment rights.

## **COUNCIL BUSINESS:**

### **AUDIT PRESENTATION**

### **RESOLUTION TO ACCEPT THE 2022-2023 FISCAL YEAR AUDIT BY INDEPENDENT AUDITOR PLANT-MORAN**

### **Resolution No. 231023-04**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Henry

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

**WHEREAS**, independent auditors, retained by the city per a qualified bidding selection process, have completed said audit for the most recent fiscal year, 2023; and

**WHEREAS**, said audit contains financials for related public utilities, enterprise accounts, and the Downtown Development Authority; and

**WHEREAS**, the audit, as presented to the city council on October 23, 2023, has been found to meet generally accepted accounting standards and required reporting provisions of state and local law.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek approve the 2022-2023 Fiscal Audit Report prepared by Plante-Moran, a copy of which is attached hereto, and further, direct such to be published, distributed, circulated and placed on file in a manner prescribed by law.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

## **RESOLUTION TO AMEND THE PARK RULES, RESERVATION FORM, AND RENTAL AGREEMENT**

**Resolution No. 231023-05**

**(Carried)**

Motion by Councilmember Gilbert

Second by Councilmember Henry

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

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

**WHEREAS**, the city park and recreation commission recommends amending of the attached Park Rules and Regulations, Reservation Form (inclusive of rates), and Rental Agreement.

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

Discussion Ensued.

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

## **RESOLUTION TO AMEND THE PARK RULES, RESERVATION FORM, AND RENTAL AGREEMENT**

**Resolution No. 231023-06**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Henry

Motion to change the form and strike out “The City Council may waive or alter such rules on a case by case basis or permanent bases for reservations, events, or users by resolution.” Under Ordinance No. 453 – Applicability.

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

## **RESOLUTION TO APPROVE CULVERT INSPECTIONS**

**Resolution No. 231023-07**

**(Carried)**

Motion by Councilmember Knickerbocker  
Second by Councilmember Cramer

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

**WHEREAS**, certain creeks and drains cross said streets by way of large diameter culverts; and,

**WHEREAS**, the city does not have an inventory of said culverts that includes an updated inspection report for each asset; and,

**WHEREAS**, Genesee County is willing to reimburse some or all of qualifying culvert inspections that municipalities have submitted for said reimbursement; and,

**WHEREAS**, the city has submitted a reimbursement request, as well as a quote to inventory and inspect said assets from the city’s primary engineering consultant, OHM Advisors.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of Swartz Creek approves the culvert data collection proposal submitted by OHM Advisors on October 5, 2023, costs to be appropriated to the major or local street funds, as appropriate.

**BE IT FURTHER RESOLVED THAT** the City of Swartz Creek City Council hereby authorizes and directs the Mayor to execute said proposal on behalf of the city.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

## **RESOLUTION TO APPROVE CREDIT CARD POLICY**

**Resolution No. 231023-08**

**(Carried)**

Motion by Councilmember Spillane  
Second by Councilmember Cramer

**WHEREAS**, Public Act 266 of 1995 requires all municipalities within the State of Michigan to formulate and maintain written policies when authorizing the use of credit cards for the purchase of goods and services for the official business of the municipality; and;

**WHEREAS**, certain goods and services, especially those procured through internet transactions, are most readily made using a municipal, tax exempt account that is registered with a valid credit card; and;

**WHEREAS**, the City of Swartz Creek desires to authorize certain city employees to use credit cards for the purchase of goods and services for the official business of the municipality.

**NOW, THEREFORE, BE IT RESOLVED THAT** that the Swartz Creek City Council does hereby adopt and establish the City of Swartz Creek Credit Card Policy for the use of credit cards for the purchase of goods and services for the official business of the City of Swartz Creek, as included in the October 23, 2023 City Council Packet

Discussion Ensued.

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

NO: None. Motion Declared Carried.

## **RESOLUTION TO DIRECT THE CITY MANAGER TO PROVIDE A REPORT FOR THE PUBLIC SAFETY SERVICES ASSESSMENT RENEWAL, SET PUBLIC HEARING FOR SPECIAL ASSESSMENT DISTRICT**

**Resolution No. 231023-09**

**(Carried)**

Motion by Councilmember Henry  
Second by Councilmember Knickerbocker

**WHEREAS**, the city has, by charter limitation, a general operating maximum levy of 5.0 mills, currently reduced by Headlee rollbacks to 4.6938, the levy of which for the City of Swartz Creek was determined to be among the bottom 3% of the 279 cities in the state of Michigan prior to the 2013 Public Safety Special Assessment; and

**WHEREAS**, Michigan and Genesee County experience frequent recessions including a sudden and plummeting crash in property values beginning in 2009, that have decreased the city's revenues significantly; and

**WHEREAS**, the taxable value of the city has not recovered; and

**WHEREAS**, additional reductions in revenues from statutory state revenue sharing and the closure of Sports Creek Raceway further diminished the city' ability to provide essential services with a 5 mil charter limitation on the general operating levy; and

**WHEREAS**, the City enacted a ten year public safety special assessment in 2013 to defray a portion of fire and police service expenses, thereby enabling the city to return to prior service levels; and

**WHEREAS**, the ten year special assessment has expired, and the city must replace those revenues or risk massive service reductions; and

**WHEREAS**, PA 33 of 1951 (MCL 41.801 et seq, as amended) allows for the creation of a special assessment district city wide for public safety; and

**WHEREAS**, the City council desires to establish a city wide special assessment district;

**NOW, THEREFORE, BE IT RESOLVED** the Swartz Creek City Council hereby refers this project to the City Manager and directs the City Manager to prepare a report to be brought before the Council for review and determination at the Regular City Council Meeting, to be held in the City Council Chambers on Monday, November 13, 2023 at 7:00 PM, of which the report shall include:

- a. a description of the assessment district, parcels and boundaries; and
- b. an estimated cost of public safety Police & Fire Services, including operating costs, lost revenues and anticipated operating expense increases for coming years; and
- c. recommended levy amount along with projected revenue collections

**BE IT FURTHER RESOLVED**, that the City Staff is hereby directed to schedule a public hearing to be held at the Regular Council Meeting of Monday, November 13, 2023 at 7:00 PM, or as soon thereafter as the public can be heard, in the manner prescribed by law



Discussion Ensued.

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

NO: None. Motion Declared Carried.

**RESOLUTION FOR ZBA AND BOR COMPENSATION**

**Resolution No. 231023-10**

**(Carried)**

Motion by Councilmember Cramer

Second by Councilmember Henry

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

**WHEREAS**, the ZBA members are compensated \$21 per meeting and the chair of the ZBA is compensated \$26.25 per meeting; and

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

**WHEREAS**, the BOR members are compensated \$78.75 per meeting; and

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

**WHEREAS**, the Swartz Creek Local Officers Compensation Commission, at their regular meeting on September 29th, recommended an increase to this compensation in the amount of 8.465% to offset general inflation.

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

|                          |                      |
|--------------------------|----------------------|
| ZBA Chair:               | \$28.47 per meeting  |
| ZBA Commissioners:       | \$22.78 per meeting  |
| Board of Review Members: | \$85.42 per meeting. |

Discussion Ensued.

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

NO: None. Motion Declared Carried.

## RESOLUTION TO APPROVE CONTRIBUTION TOWARD THE SOLAR SYSTEM MODEL

**Resolution No. 231023-11**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Henry

**WHEREAS**, the city owns, operates, and maintains a system of parks and recreational grounds; and,

**WHEREAS**, the city is a redevelopment ready community, with an updated parks and recreation plan that encourages engaging active recreational amenities in its parks and along its non-motorized paths; and,

**WHEREAS**, the city has conceived of a model solar system, generally consisting of interpretive signs that will be placed along the Genesee Valley Trail between Elms and Otterburn Park; and,

**WHEREAS**, there is also a need to place trail head signs and wayfinding signs in Otterburn and Elms Park, as well as along the trail, to orient visitors and residents; and,

**WHEREAS**, the city is eligible for MEDC funds through the Public Places and Community Spaces crowdfunding program, funds that can match up to 50% of such projects; and,

**WHEREAS**, staff will endeavor to raise as much of the local match of \$25,000 as possible through community and sponsorship contributions; and,

**WHEREAS**, the match is a significant amount to be raised over the timeframe of the program, and the city finds public value in the installation of wayfinding and the solar system model; and,

**WHEREAS**, the Swartz Creek Park Board considered the matter at their October 17, 2023 meeting and recommends city general fund support for the project.

**NOW THEREFORE, BE IT RESOLVED** that the Swartz Creek City Council hereby approves the contribution of \$8,750 to the crowdfunding effort, funds to be split evenly between Otterburn and Elms Park departments.

Discussion Ensued.

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

## RESOLUTION TO AMEND THE 2023-2024 COUNCIL MEETING SCHEDULE

**Resolution No. 231023-12**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Henry

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

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

**WHEREAS**, the city council adopted a schedule for the 2024 fiscal year on May 8, 2023 but now finds it desirous to alter the start time of the December 11, 2023 meeting.

**NOW, THEREFORE**, pursuant to the Act, public notice is hereby given that regular meeting of December 11, 2023 shall be held in the Paul D. Bueche Municipal Building Council Chambers located at 8083 Civic Drive, Swartz Creek, Michigan, 6:00 P.M. BE IT FURTHER RESOLVED that the Clerk is hereby directed to post a copy of this resolution in a prominent place in the City Offices of the City of Swartz Creek.

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

Discussion Ensued.

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

**MEETING OPENED TO THE PUBLIC:**

Marrienne McLanahan – Questioned if the city can help neighbors who need to trim trees.

**REMARKS BY COUNCILMEMBERS:**

Councilmember Cramer: October 31, 2023 at 10:00am a Green For Life tour is scheduled.

Councilmember Henry: Discussed the Public Safety Services Resolution.

Pro Tem Knickerbocker: Mentioned the Swartz Creek Chambers luncheon tomorrow is at Cumulus Media on Taylor Dr.

Councilmember Spillane: Questioned if the microphone at the podium will ever be repaired? City Manager Zettel responded that it works, just not to well. Questioned who the credit cards are issued to? Response- Clerk, City Manager and DPW. Discussed the highway signs and if they need approval for changes? City Manager stated the council deviated from the ordinance.

Mayor Krueger: Deanna Korth's retirement party will be held at The Draft on October 27, 2023 at noon.

## **ADJOURNMENT**

**Resolution No. 231023-08**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Henry

**I Move** the Swartz Creek City Council adjourn the regular meeting at 9:08 p.m.

Unanimous Voice Vote.

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**David A. Krueger, Mayor**

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**Renee Kraft, CMC, MiPMC, City Clerk**

CHECK REGISTER FOR CITY OF SWARTZ CREEK  
CHECK DATE FROM 10/01/2023 - 10/31/2023

| Check Date                           | Check | Vendor Name                         | Description  | Amount                      |
|--------------------------------------|-------|-------------------------------------|--|-----------------------------|
| <b>Bank GEN CONSOLIDATED ACCOUNT</b> |       |                                     |  |                             |
| 10/02/2023                           | 52665 | BONNIE ALFARO                       | DEPOSIT REFUND ELMS PARK #2 9/17/23  | 200.00                      |
| 10/02/2023                           | 52666 | FIDELITY SECURITY LIFE INSUR/EYEMED | RETIREE VISION OCT 2023  | 39.36                       |
| 10/02/2023                           | 52667 | MICHIGAN FENCE CO INC               | 5137 FAIRCHILD FENCE-SRTS 1/2 COST DEPOS   | 4,149.00                    |
| 10/02/2023                           | 52668 | NIGEL STINNETT JR.                  | UB refund for account: 0000150100  | 169.64                      |
| 10/02/2023                           | 52669 | BONNIE ALFARO                       | DEPOSIT REFUND ELMS PARK #2 9/17/23  | 200.00                      |
| 10/02/2023                           | 52670 | FIDELITY SECURITY LIFE INSUR/EYEMED | RETIREE VISION OCT 2023  | 39.36                       |
| 10/02/2023                           | 52671 | MICHIGAN FENCE CO INC               | 5137 FAIRCHILD FENCE-SRTS 1/2 COST DEPOS   | 4,149.00                    |
| 10/02/2023                           | 52672 | NIGEL STINNETT JR.                  | UB refund for account: 0000150100  | 169.64                      |
| 10/05/2023                           | 52673 | ACE-SAGINAW PAVING COMPANY          | CIVIC PARKING LOT PAVING PER QUOTATION 7<br>CIVIC PARKING LOT PAVING ADDITIONAL STRI | 160,500.00<br><u>600.00</u> |
|                                      |       |                                     |  | <b>161,100.00</b>           |
| 10/05/2023                           | 52674 | BIO-SERV CORPORATION                | PEST CONTROL - PUBLIC SAFETY BLDG SEPT 2   | 66.00                       |
| 10/05/2023                           | 52675 | CHARTER TOWNSHIP OF MUNDY           | ECONOMIC DEVELOPMENT SERVICES JULY- SEPT   | 6,602.81                    |
| 10/05/2023                           | 52676 | CHARTER TOWNSHIP OF MUNDY           | JOINT INSP & PERMIT FEES JULY 2023   | 3,924.47                    |
| 10/05/2023                           | 52677 | CHASE CARD SERVICES                 | HP MONITOR   | 99.99                       |
|                                      |       |                                     | HP MONITOR   | 99.99                       |
|                                      |       |                                     | HP MONITOR   | 99.99                       |
|                                      |       |                                     | HP MONITOR   | 99.99                       |
|                                      |       |                                     | WALL CLOCK   | 16.76                       |
|                                      |       |                                     | (2) MOBILE FILE CART-ELECTIONS   | 514.72                      |
|                                      |       |                                     | (3) USB ADAPTERS   | 6.79                        |
|                                      |       |                                     | DYMO LABEL WRITER ELECTIONS  | 149.99                      |
|                                      |       |                                     | WYZE CAMERA , WYZE EXPANDABLE STORAGE CA   | 44.93                       |
|                                      |       |                                     | (2) SURGE PROTECTOR , DYMO LABEL PRINTER   | 52.68                       |
|                                      |       |                                     | OFFICE SUPPLIES HDMI ADAPTER   | 83.62                       |
|                                      |       |                                     | CANON SCANNER  | 208.22                      |
|                                      |       |                                     | (3) DOCKING STATION  | 86.97                       |
|                                      |       |                                     | SEPTEMBER 2023   | 247.80                      |
|                                      |       |                                     | SEPTEMBER 2023   | 293.05                      |
|                                      |       |                                     | EASEMENT RECORDING FEE SRTS  | 32.50                       |
|                                      |       |                                     | TREASURY MANAGEMENT BEST PRACTICES - A N   | 315.00                      |
|                                      |       |                                     | FUNDAMENTALS OF LOCAL GOV BUDGETING - A  | 490.00                      |
|                                      |       |                                     | ANNUAL GOV GAAP UPDATE - A NICHOLS TRAI  | 135.00                      |
|                                      |       |                                     | RENEWAL FEE - A NICHOLS  | 170.00                      |
|                                      |       |                                     | SHIPPING ELECTION POSTAGE CHECK  | 33.91                       |
|                                      |       |                                     | ZOOM   | 33.90                       |
|                                      |       |                                     | RETURN -(3) DOCKING STATION  | <u>(86.97)</u>              |
|                                      |       |                                     |  | <b>3,228.83</b>             |
| 10/05/2023                           | 52678 | VOID                                |  |                             |
| 10/05/2023                           | 52679 | CITY OF SWARTZ CREEK                | UB 8100 CIVIC DR   | 589.05                      |
|                                      |       |                                     | UB 4125 ELMS RD  | 500.68                      |
|                                      |       |                                     | UB 5121 MORRISH  | 193.49                      |
|                                      |       |                                     | UB 8095 CIVIC DR   | 191.74                      |
|                                      |       |                                     | UB 8059 FORTINO  | 590.58                      |
|                                      |       |                                     | UB 8083 CIVIC DR   | 465.10                      |
|                                      |       |                                     | UB 5363 WINSHALL   | <u>301.58</u>               |
|                                      |       |                                     |  | <b>2,832.22</b>             |

|            |       |                                     |   |                                   |
|------------|-------|-------------------------------------|---|-----------------------------------|
| 10/05/2023 | 52680 | DEANNA KORTH                        | BANK MILEAGE DEANNA KORTH   | 141.92                            |
| 10/05/2023 | 52681 | DORNBOS SIGN & SAFETY INC           | ABRAMS PARK SIGNS (3) - NO OVERNIGHT PAR  | 86.70                             |
| 10/05/2023 | 52682 | ENERGY REDUCTION COALITION          | EXCESS BENEFIT PAYMENT OCTOBER 2023   | 1,126.55                          |
| 10/05/2023 | 52683 | FAMILY FARM AND HOME INC            | SEPT PURCHASES  | 163.52                            |
| 10/05/2023 | 52684 | FERGUSON ENTERPRISES INC            | 4 LITER BUFFER SLTN   | 81.75                             |
| 10/05/2023 | 52685 | <b>FERGUSON WATERWORKS #3386</b>    | REG P/C 1 1/2 T10<br>(24) 5/8X3/4 T10 METER   | 105.11<br><u>3,967.20</u>         |
|            |       |                                     |   | <b>4,072.31</b>                   |
| 10/05/2023 | 52686 | FORREST M SPITZER                   | ABRAMS PARK FORESTRY  | 7,000.00                          |
| 10/05/2023 | 52687 | GILL ROYS HARDWARE                  | SEPTEMBER 2023 PURCHASES  | 759.30                            |
| 10/05/2023 | 52688 | INA STORE INC                       | FILTERS-W40-HOSE INTAKE   | 313.07                            |
| 10/05/2023 | 52689 | <b>INTEGRITY BUSINESS SOLUTIONS</b> | (6) TRASH CAN LINERS FOR PARKS<br>KITCHEN TOWELS (4 )-TISSUE (4)<br>KITCHEN TOWELS (4) TISSUE (4)                     | 442.74<br>447.92<br><u>447.92</u> |
|            |       |                                     |   | <b>1,338.58</b>                   |
| 10/05/2023 | 52690 | <b>JAY'S SEPTIC TANK SERVICE</b>    | PORT-A-JON RENTAL 9-14-23 THRU 10-11-23<br>PORT-A-JON RENTAL OCTOBER 2023<br>PORT-A-JON RENTAL ABRAMS PARK OCTOBER 20 | 130.00<br>260.00<br><u>260.00</u> |
|            |       |                                     |   | <b>650.00</b>                     |
| 10/05/2023 | 52691 | <b>JOSE A MIRELES</b>               | MOWING CONTRACTED SERVICE<br>MOWING CONTRACTED SERVICE  | 1,220.00<br><u>1,220.00</u>       |
|            |       |                                     |   | <b>2,440.00</b>                   |
| 10/05/2023 | 52692 | KCI                                 | OCTOBER 2023 UB BILLS/POSTAGE   | 449.35                            |
| 10/05/2023 | 52693 | LEGACY ASSESSING SERVICES INC       | ASSESSING SERVICES OCTOBER 2023   | 2,751.40                          |
| 10/05/2023 | 52694 | METRO POLICE AUTH OF GENESEE COUNTY | POLICE SERVICES 10/1-12/31/23<br>OPEB REIMB JULY-SEPTEMBER SZMANSKY&STORM   | 298,063.25<br><u>1,972.88</u>     |
|            |       |                                     |   | <b>300,036.13</b>                 |
| 10/05/2023 | 52695 | MMTA                                | MEMBERSHIP RENEWAL NICHOLS 1/1/24-12/31/  | 99.00                             |
| 10/05/2023 | 52696 | MOLLY MAID OF METAMORA LLC          | CLEANING CITY HALL  | 186.00                            |
| 10/05/2023 | 52697 | O'BOYLE, EMILY                      | UB refund for account: 0008351700   | 68.36                             |
| 10/05/2023 | 52698 | PRINTING SYSTEMS                    | MASTER CARDS, ID CARDS ELECTION PRECINCT  | 116.53                            |
| 10/05/2023 | 52699 | SAMANTHA FOUNTAIN                   | META AD FOR MOVIE NIGHT AUG 29-SEPT 1 20  | 12.96                             |
| 10/05/2023 | 52700 | STAPLES                             | LAPTOP COMPUTER CASE  | 23.99                             |
| 10/05/2023 | 52701 | STATE OF MICHIGAN                   | MCAT CERT RENEWAL JAN -DEC 2024   | 50.00                             |
| 10/05/2023 | 52702 | <b>SUBURBAN AUTO SUPPLY</b>         | OIL FILTER FOR #7-15 PICK UP<br>STAR BIT-SHOP TOWELS<br>THREADLOCKER  | 9.69<br>24.48<br><u>31.99</u>     |
|            |       |                                     |   | <b>66.16</b>                      |
| 10/05/2023 | 52703 | UNITED METHODIST CHURCH -SW CK      | NOVEMBER 7, 2023 SPECIAL ELECTION JOHNSO  | 375.00                            |
| 10/05/2023 | 52704 | WILLIAM HOSIE                       | UB refund for account: 0007533500   | 61.00                             |
| 10/19/2023 | 52705 | ADAM ZETTEL                         | 2024 MCAO ANNUAL CERT. REIMB ZETTEL   | 175.00                            |
| 10/19/2023 | 52706 | BELL EQUIPMENT CO                   | CONNECTOR, HOSE, GASKET, EXTENSION BROOM  | 683.36                            |
| 10/19/2023 | 52707 | BIO-SERV CORPORATION                | PEST CONTROL - CITY HALL/LIBRARY-SR CTR   | 142.00                            |
| 10/19/2023 | 52708 | BS & A SOFTWARE                     | GOV ACCT I TRAIN-A NICHOLS 10-12-23   | 200.00                            |

|            |       |                                      |  |                 |
|------------|-------|--------------------------------------|--|-----------------|
| 10/19/2023 | 52709 | CHARTER TOWNSHIP OF MUNDY            | JOINT INSP & PERMIT FEES AUG. 2023       | 6,313.12        |
| 10/19/2023 | 52710 | CONSUMERS ENERGY                     | 8011 MILLER RD SEPT. 2023                | 28.79           |
| 10/19/2023 | 52711 | CONSUMERS ENERGY                     | 5257 WINSHALL DR SEPT. 2023              | 29.75           |
| 10/19/2023 | 52712 | CONSUMERS ENERGY                     | SIRENS TRAFFIC LIGHTS 1997 SEPT. 2023    | 30.83           |
| 10/19/2023 | 52713 | CONSUMERS ENERGY                     | 5361 WINSHALL DR 8369 SEPT 2023          | 31.25           |
| 10/19/2023 | 52714 | CONSUMERS ENERGY                     | 8499 MILLER RD SEPT 2023                 | 32.79           |
| 10/19/2023 | 52715 | CONSUMERS ENERGY                     | 5361 WINSHALL DR NP SEPT 2023            | 33.07           |
| 10/19/2023 | 52716 | CONSUMERS ENERGY                     | 9099 MILLER RD SEPT 2023                 | 33.19           |
| 10/19/2023 | 52717 | CONSUMERS ENERGY                     | 5361 WINSHALL DR #2 RESTRMS 9987 SEPT 20 | 35.40           |
| 10/19/2023 | 52718 | CONSUMERS ENERGY                     | ELMS PARKING LOT AREA LIGHTS 2300 SEPT 2 | 36.58           |
| 10/19/2023 | 52719 | CONSUMERS ENERGY                     | 5015 HOLLAND DR LOT LIGHTS SEPT 2023     | 37.32           |
| 10/19/2023 | 52720 | CONSUMERS ENERGY                     | 4510 MORRISH RD SEPT 2023                | 39.51           |
| 10/19/2023 | 52721 | CONSUMERS ENERGY                     | 8059 FORTINO DR SEPT 2023                | 55.07           |
| 10/19/2023 | 52722 | CONSUMERS ENERGY                     | 4524 MORRISH RD SEPT 2023                | 55.76           |
| 10/19/2023 | 52723 | CONSUMERS ENERGY                     | 8301 CAPPY LN SEPT 2023                  | 165.83          |
| 10/19/2023 | 52724 | CONSUMERS ENERGY                     | 5121 MORRISH RD SEPT 2023                | 226.78          |
| 10/19/2023 | 52725 | CONSUMERS ENERGY                     | 8095 CIVIC DR SEPT 2023                  | 467.14          |
| 10/19/2023 | 52726 | CONSUMERS ENERGY                     | TRAFFIC LIGHTS 1781 SEPT 2023            | 469.72          |
| 10/19/2023 | 52727 | CONSUMERS ENERGY                     | 8083 CIVIC DR SEPT 2023                  | 486.08          |
| 10/19/2023 | 52728 | CONSUMERS ENERGY                     | 8100 CIVIC DR SEPT 2023                  | 734.15          |
| 10/19/2023 | 52729 | CONSUMERS ENERGY                     | STREET LIGHTS 1294 SEPT 2023             | 3,671.91        |
| 10/19/2023 | 52730 | CONSUMERS ENERGY                     | 48473 LED LIGHT RD WORCHESTER/CHESTERFIE | 4,341.04        |
| 10/19/2023 | 52731 | CONSUMERS ENERGY                     | 4125 ELMS RD 4353 SEPTEMBER 23           | 51.22           |
| 10/19/2023 | 52732 | CONSUMERS ENERGY                     | 4125 ELMS RD PAVILION 4437 SEPT 23       | 34.83           |
| 10/19/2023 | 52733 | CONSUMERS ENERGY                     | 6425 MILLER PARK & RIDE                  | 70.91           |
| 10/19/2023 | 52734 | CRYSTAL DILLARD                      | ELMS PARK DEPOSIT REFUND #21 10/15/23    | 200.00          |
| 10/19/2023 | 52735 | DAVID KRUEGER                        | SMALL CITIES MEETING DINNER 10/4/23      | 22.07           |
| 10/19/2023 | 52736 | DAVIS KIRKSEY ASSOCIATES INC         | PROFESSIONAL SERVICES 2ND PAYMENT        | 3,000.00        |
| 10/19/2023 | 52737 | DELTA DENTAL PLAN                    | RETIREE BENEFITS NOVEMBER 2023           | 414.48          |
| 10/19/2023 | 52738 | DORNBOS SIGN & SAFETY INC            | ABRAMS PARK SIGNS (3) - NO OVERNIGHT PAR | 17.76           |
| 10/19/2023 | 52739 | FIRST ADVANTAGE OCCUP HEALTH SER CO  | CLINIC COLLECTION/MILEAGE                | 260.57          |
| 10/19/2023 | 52740 | FLINT WELDING SUPPLY                 | CYLINDER COMPRESSED OXYGEN               | 6.25            |
| 10/19/2023 | 52741 | <b>GEN CTY ROAD COMMISSION</b>       | S-MTCE & OPERATIONS SEPT 2023            | 756.98          |
|            |       |                                      | I-69 WB OFF RAMP @ MORRISH RD            | 42.46           |
|            |       |                                      |  | <u>799.44</u>   |
| 10/19/2023 | 52742 | GEN CTY ROAD COMMISSION              | EPOXY OVERLAY ELMS RD. BRIDGE BALANCE    | 4,648.57        |
| 10/19/2023 | 52743 | GENESEE COUNTY CLERK                 | BALLOT PROGRAMMING NOV. 2023 ELECTION    | 300.00          |
| 10/19/2023 | 52744 | GFL ENVIRONMENTAL USA INC            | FY24 GARBAGE/RECYCLING/YARD WASTE        | 25,593.36       |
| 10/19/2023 | 52745 | GLAESER DAWES                        | REPAIR WATERMAIN 5027 BRADY ST           | 4,972.62        |
| 10/19/2023 | 52746 | JANEEN M. KEELEY-MILLER              | PLANTS FOR ELMS PARK ENTRANCE/RAISED CEN | 512.94          |
| 10/19/2023 | 52747 | JENNA LINCOLN                        | ELMS PARK DEPOSIT REFUND #2 10/14/23     | 200.00          |
| 10/19/2023 | 52748 | <b>JOSE A MIRELES</b>                | MOWING CONTRACT SERVICE                  | 1,260.00        |
|            |       |                                      | MOWING CONTRACTED SERVICE                | 1,220.00        |
|            |       |                                      |  | <u>2,480.00</u> |
| 10/19/2023 | 52749 | MEMBERS FIRST                        | 2023 Sum Tax Refund 58-02-503-010        | 2,703.70        |
| 10/19/2023 | 52750 | MICHIGAN MUNICIPAL LEAGUE            | ISSUE REFUND CLAIM PAID TWICE            | 9,410.00        |
| 10/19/2023 | 52751 | MOLLY MAID OF METAMORA LLC           | CLEANING CITY HALL                       | 186.00          |
| 10/19/2023 | 52752 | OHM ADVISORS                         | SAFE ROUTES TO SCHOOL CONSTRUCTION ENGIN | 30,463.36       |
| 10/19/2023 | 52753 | OHM ADVISORS                         | MILLER ROAD CONSTRUCTION ASSISTANCE      | 1,823.00        |
| 10/19/2023 | 52754 | OHM ADVISORS                         | ENGINEERING SERVICE GRANT APPLICATION M  | 1,780.00        |
| 10/19/2023 | 52755 | PARAGON LABORATORIES INC             | WATER SAMPLES SWARTZ CREEK               | 722.00          |
| 10/19/2023 | 52756 | <b>ROWE PROFESSIONAL SERVICES CO</b> | PARK PLAN                                | 658.75          |
|            |       |                                      | PARK PLAN PORTION NOT UNDER PO # 22-288  | 166.25          |
|            |       |                                      |  | <u>825.00</u>   |

|                            |       |                              |  |                       |
|----------------------------|-------|------------------------------|--|-----------------------|
| 10/19/2023                 | 52757 | SHERYL MEDORE                | SUMMER TAX OVERPYMT 58-36-651-217  | 18.00                 |
| 10/19/2023                 | 52758 | STAPLES                      | TONER BROTHER 730<br>BATTERIES   | 65.06<br><u>58.16</u> |
|                            |       |                              |  | 123.22                |
| 10/19/2023                 | 52759 | STATE OF MICHIGAN DEPT TRANS | GENESEE VALLEY TRAIL-SRTS  | 50,830.15             |
| 10/19/2023                 | 52760 | STATE OF MICHIGAN-DEQ WTR    | DRINKING WATER LAB TESTING SEPT. 2023<br>DRINKING WATER LAB TESTING SEPT. 2023 | 48.00<br><u>96.00</u> |
|                            |       |                              |  | 144.00                |
| 10/19/2023                 | 52761 | SUPER FLITE OIL CO INC       | FUEL - DPW SEPT. 2023  | 1,585.28              |
| 10/19/2023                 | 52762 | U. S. POST OFFICE            | FALL 2023 NEWSLETER POSTAGE  | 801.63                |
| 10/19/2023                 | 52763 | VERIZON WIRELESS             | MONTHLY INVOICE SEPT 02-OCT 01 2023  | <u>618.81</u>         |
| GEN TOTALS:                |       |                              |  |                       |
| Total of 99 Checks:        |       |                              |  | 673,514.52            |
| Less 5 Void Checks:        |       |                              |  | <u>4,558.00</u>       |
| Total of 94 Disbursements: |       |                              |  | 668,956.52            |



# Metro Police Authority Offense Summary

## For Swartz Creek

Occurred 10/1/2023 - 10/31/2023

| Offense  | Total Offenses |
|--|----------------|
| 1201 - 12000 - Robbery - Business - Gun                                      | 1              |
| 1305 - 13002 - Aggravated/Felonious Assault - Non-Family - Other Weapon      | 1              |
| 1313 - 13001 - Assault and Battery/Simple Assault                            | 2              |
| 2005 - 20000 - Arson -Business   | 1              |
| 2101 - 21000 - Extortion - Threat to Injure Person                           | 1              |
| 2202 - 22001 - Burglary - Forced Entry - Residence (Including Home Invasion) | 2              |
| 2298 - 22003 - Burglary - Entering Without Permission                        | 1              |
| 2304 - 23006 - Larceny - Parts and Accessories from Vehicle                  | 1              |
| 2305 - 23005 - Larceny - Personal Property from Vehicle                      | 2              |
| 2399 - 23007 - Larceny (Other)   | 2              |
| 2609 - 26007 - Fraud - Identity Theft  | 1              |
| 2699 - 26001 - Fraud (Other)   | 1              |
| 2901 - 29000 - Damage to Property - Business Property                        | 1              |
| 3078 - 30002 - Retail Fraud Theft 3rd Degree                                 | 1              |
| 3532 - 35001 - Cocaine - Possess   | 1              |
| 5005 - 50000 - Contempt of Court   | 1              |
| 5015 - 50000 - Failure to Appear   | 2              |
| 5503 - 55000 - Drugs - (Other)   | 1              |
| 5707 - 57001 - Trespass (Other)  | 1              |
| 5802 - 58000 - Smuggle Contraband into Prison/County Jail                    | 1              |
| 8043 - 54002 - Operating While Visibly Impaired                              | 1              |
| 8073 - 54003 - Traffic - Reckless Driving                                    | 1              |
| 8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License             | 1              |
| 8328 - 54003 - Motor Vehicle Violation                                       | 3              |
| 9910 - 93001 - Traffic, Non-Criminal - Accident                              | 15             |
| 9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident                  | 4              |
| 9913 - 93004 - Traffic, Non-Criminal - Parking Violations                    | 1              |
| 9943 - 98007 - Inspections/Investigations - Suspicious Situations            | 1              |
| 9944 - 98008 - Inspections/Investigations - Lost and Found Prop              | 3              |
| 9947 - 99002 - Miscellaneous - Natural Death                                 | 1              |
| 9953 - 99008 - Miscellaneous - General Assistance                            | 2              |
| <b>Total</b>   | <b>58</b>      |

# 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                      |   |
|-----------------|----------|----------------------------|-------------------------|---------------|------------------------------|------------|---|---|
| <b>Building</b> |          |                            |                         |               |                              |            |   |   |
| PB2300047       | 10/12/23 | AMAG                       | (810) 230 9311          | 58-02-100-009 | \$180,000                    | \$2,095.00 | 8603 MILLER RD 48473-Com Add/Alter/Repair |   |
| PB2300052       | 10/11/23 | Wobig Construction Co, Inc | (989) 752 1294          | 58-36-576-013 | \$125,000                    | \$710.00   | 7048 MILLER RD 48473-Com Add/Alter/Repair |   |
| PB2300066       | 10/10/23 | Renewal by Andersen        | (734) 237 1065          | 58-35-576-026 | \$8,925                      | \$155.00   | 8098 MILLER RD 48473-Window Replacement   |   |
| PB2300067       | 10/03/23 | LETAVIS MILLER, LLC        | (810) 577 2486          | 58-35-551-006 | \$50,000                     | \$460.00   | 8486 MILLER RD 48473-Com Add/Alter/Repair |   |
| PB2300069       | 10/10/23 | KELLEY, AMY                | (810) 516 8739          | 58-02-526-009 | \$6,689                      | \$135.00   | 5061 SCHOOL ST 48473-Res Utility Building |   |
| PB2300070       | 10/11/23 | Renewal by Andersen        | (734) 237 1065          | 58-36-651-144 | \$6,029                      | \$135.00   | 4284 CHAPEL LN 48473-Res Add/Alter/Repair |   |
| PB2300071       | 10/13/23 | WOODSIDE BUILDERS, INC     | (810) 635 2227          | 58-36-676-093 | \$179,445                    | \$1,104.00 | 4247 ALEX MARIN DR 48473 Res Condo        |   |
| PB2300072       | 10/30/23 | DRV Contractors, LLC       | (586) 247 6480          | 58-02-100-006 | \$159,000                    | \$653.00   | 1 DRAGON DR 48473 School Project          |   |
| PB2300073       | 10/30/23 | Goods Roofing, Inc         | (810) 653 7663          | 58-02-526-044 | \$0                          | \$100.00   | 5140 MC LAIN ST 48473-Roofing             |   |
| <b>Total:</b>   |          | <b>9 Permits</b>           | <b>Value: \$715,088</b> |               | <b>Fee Total: \$5,547.00</b> |            | Total Number of Dwelling Units            | 1 |

|                   |          |                               |                   |               |                              |          |                                   |   |
|-------------------|----------|-------------------------------|-------------------|---------------|------------------------------|----------|-----------------------------------|---|
| <b>Electrical</b> |          |                               |                   |               |                              |          |                                   |   |
| PE2300043         | 10/12/23 | Energy Electric               | (248) 866 8828    | 58-02-100-009 | \$0                          | \$136.00 | 8603 MILLER RD 48473-Electrical   |   |
| PE2300044         | 10/02/23 | Byers Electric Service Team   | (810) 919 7004    | 58-02-553-022 | \$0                          | \$140.00 | 5218 WINSHALL DR 48473-Electrical |   |
| PE2300045         | 10/02/23 | Excel Fire LLC                | (269) 743 9094    | 58-31-551-005 | \$0                          | \$530.00 | 4315 ELMS RD 48473-Electrical     |   |
| PE2300046         | 10/03/23 | WIECHMANN, SEAN               | (810) 515 0108    | 58-36-530-009 | \$0                          | \$340.00 | 4182 HICKORY LN 48473-Electrical  |   |
| PE2300047         | 10/10/23 | LJ Inc.                       | (810) 644 7769    | 58-03-580-013 | \$0                          | \$144.00 | 5421 WINSHALL DR 48473-Electrical |   |
| PE2300048         | 10/16/23 | Holland Heating & Cooling Inc | (810) 653 4328    | 58-02-501-105 | \$0                          | \$135.00 | 5189 OAKVIEW DR 48473-Electrical  |   |
| PE2300049         | 10/16/23 | Holland Heating & Cooling Inc | (810) 653 4328    | 58-36-526-078 | \$0                          | \$136.00 | 7087 ABBEY LN 48473-Electrical    |   |
| <b>Total:</b>     |          | <b>7 Permits</b>              | <b>Value: \$0</b> |               | <b>Fee Total: \$1,561.00</b> |          | 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             |
|-------------------|----------|------------------------------|-------------------|---------------|----------------------------|----------|----------------------------------|
| <b>Mechanical</b> |          |                              |                   |               |                            |          |                                  |
| PM230048          | 10/18/23 | Hoffman Comfort Solutions LL | (810) 922 9008    | 58-02-526-036 | \$0                        | \$195.00 | 5089 MC LAIN ST 48473-Mechanical |
| PM230049          | 10/16/23 | Holland Heating & Cooling    | (810) 653 4328    | 58-02-501-105 | \$0                        | \$160.00 | 5189 OAKVIEW DR 48473-Mechanical |
| PM230050          | 10/24/23 | Goyette Mechanical           | (810) 742 8530    | 58-02-530-001 | \$0                        | \$195.00 | 8034 MAPLE ST 48473-Mechanical   |
| <b>Total:</b>     |          | <b>3 Permits</b>             | <b>Value: \$0</b> |               | <b>Fee Total: \$550.00</b> |          | Total Number of Dwelling Units 0 |

|                 |          |                  |                   |               |                            |          |                                     |
|-----------------|----------|------------------|-------------------|---------------|----------------------------|----------|-------------------------------------|
| <b>Plumbing</b> |          |                  |                   |               |                            |          |                                     |
| PP230002        | 10/11/23 | Stephen M Limas  | (810) 621 9441    | 58-35-576-019 | \$0                        | \$135.00 | 4278 MORRISH RD 48473-Plumbing      |
| PP230023        | 10/03/23 | WIECHMANN, SEAN  | (810) 515 0108    | 58-36-530-009 | \$0                        | \$340.00 | 4182 HICKORY LN 48473-Plumbing      |
| PP230024        | 10/18/23 | Blessing Co.     | (810) 694 4861    | 58-03-526-015 | \$0                        | \$134.00 | 9128 CHESTERFIELD DR 48473-Plumbing |
| <b>Total:</b>   |          | <b>3 Permits</b> | <b>Value: \$0</b> |               | <b>Fee Total: \$609.00</b> |          | Total Number of Dwelling Units 0    |

|                     |          |                               |                   |               |                            |          |                                       |
|---------------------|----------|-------------------------------|-------------------|---------------|----------------------------|----------|---------------------------------------|
| <b>Right of Way</b> |          |                               |                   |               |                            |          |                                       |
| PROW-0285           | 10/10/23 | WOODSIDE BUILDERS, INC        | (810) 635 2227    | 58-36-676-093 | \$0                        | \$100.00 | 4247 ALEX MARIN DR 48473 Right of way |
| PROW-0286           | 10/12/23 | Tushim Concrete Contracting L | (810) 814 0706    | 58-36-100-012 | \$0                        | \$100.00 | 7265 BRISTOL RD 48473-Right of way    |
| PROW-0287           | 10/26/23 | Comcast Corporation           |                   | 58-29-551-027 | \$0                        | \$100.00 | 3380 DYE RD 48507-Right of way        |
| <b>Total:</b>       |          | <b>3 Permits</b>              | <b>Value: \$0</b> |               | <b>Fee Total: \$300.00</b> |          | Total Number of Dwelling Units 0      |

|               |          |                       |            |               |     |         |                                    |
|---------------|----------|-----------------------|------------|---------------|-----|---------|------------------------------------|
| <b>Zoning</b> |          |                       |            |               |     |         |                                    |
| PZ23-0020     | 10/09/23 | FREEDOM PROPERTIES OF | 8106913478 | 58-35-576-048 | \$0 | \$25.00 | 8006 MILLER RD 48473-Miscellaneous |
|               |          | City Council Packet   |            | 43            |     |         | November 13, 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 |
|---------------|----------|-------------------|-----------------------|---------------|----------------------------|----------------------------------|----------------------|
| PZ23-0025     | 10/26/23 | I Signs & Designs | (586) 759 5706        | 58-02-100-009 | \$4,000                    | \$105.00 8603 MILLER RD          | 48473-Sign           |
| PZ23-0026     | 10/17/23 | Micaela Miles     | (810) 962 0016        | 58-01-100-040 | \$0                        | \$25.00 8013 MILLER RD           | 48473-Miscellaneous  |
| <b>Total:</b> |          | <b>3 Permits</b>  | <b>Value: \$4,000</b> |               | <b>Fee Total: \$155.00</b> | Total Number of Dwelling Units 0 |                      |

**Permit Total: 28**                      **Value: \$719,088**                      **Fee Total: \$8,722.00**

Permit.DateIssued Between 10/1/2023  
12:00:00 AM AND 10/31/2023 11:59:59 PM

# Inspection List

| Address              | Parcel Number | Inspection Type    | Scheduled  | Completed  | Result           |
|----------------------|---------------|--------------------|------------|------------|------------------|
| 4265 ALEX MARIN DR   | 58-36-676-096 | Basement floor     | 10/02/2023 | 10/02/2023 | Approved         |
| 9148 CHELMSFORD DR   | 58-03-528-030 | Post Hole          | 10/02/2023 | 10/02/2023 | Approved         |
| 4265 ALEX MARIN DR   | 58-36-676-096 | Rough              | 10/02/2023 | 10/02/2023 | Approved         |
| 4265 ALEX MARIN DR   | 58-36-676-096 | Right of Way       | 10/02/2023 | 10/02/2023 | Partially Approv |
| 6033 MILLER RD       | 58-31-200-014 | Initial            | 10/03/2023 | 10/04/2023 | Violation(s)     |
| 4501 MORRISH RD      | 58-36-552-002 | Final Zoning-Admin | 10/04/2023 | 10/04/2023 | Approved         |
| 4061 ELMS RD         | 58-31-501-002 | Final              | 10/04/2023 | 10/04/2023 | Approved         |
| 4182 HICKORY LN      | 58-36-530-009 | Underground        | 10/05/2023 | 10/05/2023 | Approved         |
| 4182 HICKORY LN      | 58-36-530-009 | Underground        | 10/05/2023 | 10/05/2023 | Approved         |
| 4250 ALEX MARIN DR   | 58-36-676-091 | Final              | 10/05/2023 | 10/05/2023 | Approved         |
| 7538 MILLER RD 2     | 58-36-300-021 | Follow Up          | 10/05/2023 | 10/05/2023 | Complied         |
| 8231 MILLER RD       | 58-02-526-031 | Initial            | 10/05/2023 | 10/05/2023 | Violation(s)     |
| 4036 ELMS RD         | 58-36-526-068 | Reinspection       | 10/05/2023 | 10/10/2023 | Partially Comple |
| 8129 INGALLS ST 2    | 58-02-200-005 | Follow Up          | 10/06/2023 | 10/06/2023 | Complied         |
| 6165 MILLER RD       | 58-31-527-009 | Citation           | 10/09/2023 | 10/09/2023 | Canceled         |
| 8511 CHESTERFIELD DR | 58-02-501-055 | Final              | 10/09/2023 | 10/09/2023 | Approved         |
| 4265 ALEX MARIN DR   | 58-36-676-096 | Insulation         | 10/09/2023 | 10/09/2023 | Approved         |
| 4182 HICKORY LN      | 58-36-530-009 | Footing            | 10/09/2023 | 10/09/2023 | Approved         |
| 7048 MILLER RD       | 58-36-576-013 | Framing & Above C  | 10/11/2023 | 10/11/2023 | Approved         |
| 8051 CRAPO ST        | 58-02-530-025 | Status             | 10/12/2023 |            |                  |
| 9135 CHELMSFORD DR   | 58-03-528-003 | Status             | 10/12/2023 | 10/12/2023 | No Violation     |
| 5421 WINSHALL DR     | 58-03-580-013 | Final              | 10/16/2023 | 10/16/2023 | Approved         |
| 8541 MILLER RD       | 58-02-100-003 | Site Inspection    | 10/17/2023 | 10/17/2023 | Approved         |
| 7353 CROSSCREEK DR   | 58-36-651-240 | Final              | 10/17/2023 | 10/17/2023 | Approved         |
| 4315 ELMS RD         | 58-31-551-005 | Final              | 10/17/2023 |            |                  |
| 5061 SCHOOL ST       | 58-02-526-009 | Final              | 10/18/2023 | 10/18/2023 | Approved         |
| 7493 MILLER RD       | 58-01-501-001 | Status             | 10/19/2023 |            |                  |
| 5127 WINSHALL DR     | 58-02-503-088 | Final              | 10/24/2023 | 10/24/2023 | Approved         |
| 5127 WINSHALL DR     | 58-02-503-088 | Final              | 10/24/2023 | 10/24/2023 | Approved         |
| 4505 MORRISH RD      | 58-36-552-003 | Progress           | 10/25/2023 | 10/25/2023 | Approved         |
| 5089 MC LAIN ST      | 58-02-526-036 | Final              | 10/26/2023 | 10/26/2023 | Approved         |
| 7197 RUSSELL DR      | 58-36-676-086 | Final              | 10/26/2023 | 10/26/2023 | Approved         |
| 9148 CHELMSFORD DR   | 58-03-528-030 | Final              | 10/26/2023 | 10/26/2023 | Approved         |
| 4182 HICKORY LN      | 58-36-530-009 | Floor              | 10/30/2023 | 10/30/2023 | Approved         |
| 8603 MILLER RD       | 58-02-100-009 | Rough              | 10/30/2023 | 10/30/2023 | Approved         |
| 4284 CHAPEL LN       | 58-36-651-144 | Final              | 10/30/2023 | 10/30/2023 | Approved         |

# Inspection List

| Address            | Parcel Number | Inspection Type | Scheduled  | Completed  | Result   |
|--------------------|---------------|-----------------|------------|------------|----------|
| 9178 OAKVIEW DR    | 58-03-531-066 | Final           | 10/30/2023 | 10/30/2023 | Approved |
| 5927 CROSSCREEK DR | 58-36-651-209 | Final           | 10/31/2023 | 10/31/2023 | Canceled |
| 4247 ALEX MARIN DR | 58-36-676-093 | Sewer Tap In    | 10/31/2023 | 10/31/2023 | Approved |
| 7197 RUSSELL DR    | 58-36-676-086 | Final           | 10/31/2023 | 10/31/2023 | Approved |
| 4275 ALEX MARIN DR | 58-36-676-097 | Final           | 10/31/2023 | 10/31/2023 | Approved |
| 4275 ALEX MARIN DR | 58-36-676-097 | Final           | 10/31/2023 | 10/31/2023 | Approved |

**Inspections: 42**

Population: All Records

Inspection.DateTimeScheduled Between 10/1/2023 12:00:00 AM AND 10/31/2023 11:59:59 PM

# Certificates With Inspections

11/02/2023

| Certificate Number | Address        | Date Applied  | Since      | Issued       | Last Inspection | Expires    | Status    |
|--------------------|----------------|---------------|------------|--------------|-----------------|------------|-----------|
| CR230087           | 6033 MILLER RD | 09/27/2023    | 09/27/2023 | 10/02/2023   | 10/04/2023      | 10/02/2025 | Suspended |
| Initial            | JKEY           | Corey Jarbeau | Completed  | Violation(s) |                 |            |           |

Population: All Records

Record Count: 1

Certificate.DateIssued Between 10/1/2023 12:00:00 AM  
AND 10/31/2023 11:59:59 PM

# Enforcements By Category

11/02/23

## PARKING

| Enforcement Number | Address           | Status | Filed                   | Closed   |
|--------------------|-------------------|--------|-------------------------|----------|
| E23-160            | 5111 FAIRCHILD ST | Closed | 10/31/23                | 11/01/23 |
|                    |                   |        | <b>Total Entries: 1</b> |          |

## WEED COMPLAINT

| Enforcement Number | Address       | Status             | Filed                   | Closed |
|--------------------|---------------|--------------------|-------------------------|--------|
| E23-159            | 7512 GROVE ST | Inspection Pending | 10/04/23                |        |
|                    |               |                    | <b>Total Entries: 1</b> |        |

**Total Records: 2**

Population: All Records  
Enforcement.DateFiled Between 10/1/2023 12:00:00 AM AND 10/31/2023 11:5



**Public Works**  
**Monthly Work Orders**

11/01/23

| Work Order #             | Location ID         | Customer Name  | Date Recd            | Type                |
|--------------------------|---------------------|--|----------------------|---------------------|
| Work Order Status        |                     | Service Address                                      | Date Comp            |                     |
| 23-000035                | MO10-004048-0000-05 | MORRISON, CONNOR<br>4048 MORRISH RD                  | 10/25/23             | WATER QUALITY       |
| CKME23-0524<br>COMPLETED | LI10-004265-0000-09 | HOGG, KENDRA<br>4265 LINDSEY DR                      | 10/24/23<br>10/24/23 | CHECK METER         |
| CKME23-0526<br>COMPLETED | FA10-005111-0000-22 | WILSON, TAMMY<br>5111 FAIRCHILD ST                   | 10/26/23<br>10/26/23 | CHECK METER         |
| DAPU23-0048<br>COMPLETED | MO10-004141-0000-01 | MEIJER<br>4141 MORRISH RD                            | 10/16/23<br>10/16/23 | DEAD ANIMAL PICK UP |
| FLAG23-0254<br>COMPLETED | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR                | 10/02/23<br>10/02/23 | LOWER/RAISE FLAG    |
| FLAG23-0255<br>COMPLETED | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR                | 10/06/23<br>10/06/23 | LOWER/RAISE FLAG    |
| FLAG23-0256<br>COMPLETED | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR                | 10/26/23<br>10/26/23 | LOWER/RAISE FLAG    |
| FLAG23-0257              | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR                | 10/31/23             | LOWER/RAISE FLAG    |
| FNRD23-2287<br>COMPLETED | DU10-005274-0000-02 | BURT, EUNICE<br>5274 DURWOOD DR                      | 10/03/23<br>10/03/23 | FINAL READ          |
| FNRD23-2288<br>COMPLETED | SC20-005079-0000-12 | POBOCIK, MATT<br>5079 SCHOOL ST                      | 10/06/23<br>10/06/23 | FINAL READ          |
| FNRD23-2289<br>CANCELLED | DO10-005202-0000-03 | HAUCH, KATHRYN<br>5202 DON SHENK DR                  | 10/04/23<br>10/04/23 | FINAL READ          |
| FNRD23-2290<br>COMPLETED | DU10-005202-0000-01 | DELAVERGNE, DAVID<br>5202 DURWOOD DR                 | 10/05/23<br>10/05/23 | FINAL READ          |
| FNRD23-2291<br>COMPLETED | MI10-007067-0000-02 | DAVIS, JAMES<br>7067 MILLER RD                       | 10/09/23<br>10/09/23 | FINAL READ          |
| FNRD23-2292<br>COMPLETED | CC10-007408-0000-03 | DIGARD, VIRGINIA<br>7408 CROSS CREEK DR              | 10/10/23<br>10/09/23 | FINAL READ          |
| FNRD23-2293<br>COMPLETED | YO10-009182-0000-02 | KREASE, KIMBERLY<br>9182 YOUNG DR                    | 10/16/23<br>10/16/23 | FINAL READ          |
| FNRD23-2294<br>COMPLETED | MI10-008013-0000-03 | LOCKHART REAL ESTATE<br>8013 MILLER RD               | 10/16/23<br>10/16/23 | FINAL READ          |
| FNRD23-2295<br>COMPLETED | CE10-009275-0000-08 | NIK-HIL DEVEN PROPERTIES, LLC<br>9275 CEDAR CREEK CT | 10/30/23<br>10/30/23 | FINAL READ          |
| FNRD23-2296<br>COMPLETED | DO10-005374-0000-06 | JMZ PROPERTIES LLC<br>5374 DON SHENK DR              | 10/30/23<br>10/30/23 | FINAL READ          |
| GARB23-0014              | WO10-005176-0000-01 | TRELOAR, SANDRA<br>5176 WORCHESTER DR                | 10/26/23             | PICK UP GARBAGE     |
| GWO23-0699               | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR                | 10/26/23             | GENERIC WORK ORDER  |

| Work Order #             | Location ID         | Customer Name                                  | Date Recd            | Type               |
|--------------------------|---------------------|--|----------------------|--------------------|
| Work Order Status        |                     | Service Address                                | Date Comp            |                    |
| MNT23-0435<br>COMPLETED  | CI10-008095-0000-01 | PERKINS LIBRARY<br>8095 CIVIC DR               | 10/10/23<br>10/10/23 | BUILDING MAINTENAI |
| MNT23-0436<br>COMPLETED  | CI10-008095-0000-01 | PERKINS LIBRARY<br>8095 CIVIC DR               | 10/12/23<br>10/24/23 | BUILDING MAINTENAI |
| MNT23-0437<br>COMPLETED  | WI10-005363-0000-01 | ABRAMS PARK<br>5363 WINSHALL DR                | 10/19/23<br>10/19/23 | BUILDING MAINTENAI |
| MNT23-0438<br>COMPLETED  | EL10-004125-0000-01 | ELMS PARK<br>4125 ELMS RD                      | 10/19/23<br>10/19/23 | BUILDING MAINTENAI |
| MNT23-0439<br>COMPLETED  | CI10-008095-000B-01 | SENIOR CENTER<br>8095 CIVIC DR 000B            | 10/30/23<br>10/31/23 | BUILDING MAINTENAI |
| MTRP23-0715<br>COMPLETED | JI10-009243-0000-01 | BARRY, BENJAMIN<br>9243 JILL MARIE LN          | 10/09/23<br>10/09/23 | METER REPAIR       |
| READ23-1033<br>COMPLETED | CC10-007436-0000-04 | PERINA, DAVID<br>7436 CROSS CREEK DR           | 10/03/23<br>10/03/23 | READ METER         |
| READ23-1034<br>COMPLETED | SP10-004445-0000-02 | TOMCZYK, STANLEY<br>4445 SPRINGBROOK DR        | 10/05/23<br>10/05/23 | READ METER         |
| READ23-1035<br>COMPLETED | JI10-009243-0000-01 | BARRY, BENJAMIN<br>9243 JILL MARIE LN          | 10/16/23<br>10/16/23 | READ METER         |
| READ23-1036<br>COMPLETED | MO10-005288-0000-05 | STALLINGS, GREG<br>5288 MORRISH RD             | 10/10/23<br>10/10/23 | READ METER         |
| READ23-1037              | JI10-009243-0000-01 | BARRY, BENJAMIN<br>9243 JILL MARIE LN          | 10/30/23             | READ METER         |
| READ23-1038<br>COMPLETED | DO10-005267-0000-13 | ZALAC, TRACY<br>5267 DON SHENK DR              | 10/17/23<br>10/17/23 | READ METER         |
| READ23-1039              | MY10-004379-0000-02 | LUDWIG, LINDA<br>4379 MAYA LN                  | 10/17/23             | READ METER         |
| STRT23-0159<br>COMPLETED | DO10-005362-0000-02 | FOOTE, DEBBIE<br>5362 DON SHENK DR             | 10/16/23<br>10/16/23 | STREET REPAIR      |
| SWR23-0099<br>COMPLETED  | OA10-005289-0000-05 | RAMOS, SUSAN R.<br>5289 OAKVIEW DR             | 10/18/23<br>10/18/23 | SEWER DRAIN PROBLI |
| WMBK23-0133<br>COMPLETED | MI10-005370-0000-01 | CARLSON, CARL<br>5370 MILLER RD                | 10/16/23<br>10/16/23 | WATER MAIN BREAK   |
| WOFF23-2683<br>COMPLETED | OA10-005300-0000-01 | SYRING-SWARTZ CREEK SCHOOLS<br>5300 OAKVIEW DR | 10/13/23<br>10/13/23 | WATER TURN OFF     |
| WOFF23-2684<br>COMPLETED | FO20-008059-SPRI-00 | VETERAN'S MEMORIAL<br>8059 PAUL FORTINO DR     | 10/12/23<br>10/12/23 | WATER TURN OFF     |
| WOFF23-2685<br>COMPLETED | MI10-008541-0000-02 | LOCKHART, APRIL<br>8541 MILLER RD              | 10/16/23<br>10/16/23 | WATER TURN OFF     |
| WOFF23-2686<br>COMPLETED | MI10-007067-0000-02 | DAVIS, JAMES<br>7067 MILLER RD                 | 10/17/23<br>10/17/23 | WATER TURN OFF     |
| WOFF23-2687<br>COMPLETED | SP10-004361-0000-04 | FRYE, DOROTHY<br>4361 SPRINGBROOK DR           | 10/26/23<br>10/26/23 | WATER TURN OFF     |
| WOFF23-2688              | SP10-004361-0000-04 | FRYE, DOROTHY                                  | 10/23/23             | WATER TURN OFF     |

| Work Order #      | Location ID         | Customer Name               | Date Recd | Type           |
|-------------------|---------------------|-----------------------------|-----------|----------------|
| Work Order Status |                     | Service Address             | Date Comp |                |
| COMPLETED         |                     | 4361 SPRINGBROOK DR         | 10/24/23  |                |
| WOFF23-2689       | MI10-008231-0000-09 | JOHNSON, JEFF               | 10/24/23  | WATER TURN OFF |
| COMPLETED         |                     | 8231 MILLER RD              | 10/24/23  |                |
| WOFF23-2690       | RA10-004505-0000-03 | MORTON, JONATHAN            | 10/24/23  | WATER TURN OFF |
| COMPLETED         |                     | 4505 RAUBINGER RD           | 10/24/23  |                |
| WOFF23-2691       | YA10-007025-0000-10 | MARSHALL, JESSICA           | 10/24/23  | WATER TURN OFF |
| COMPLETED         |                     | 7025 YARMY DR               | 10/24/23  |                |
| WOFF23-2692       | LI10-004265-0000-09 | HOGG, KENDRA                | 10/24/23  | WATER TURN OFF |
| COMPLETED         |                     | 4265 LINDSEY DR             | 10/24/23  |                |
| WOFF23-2693       | DA10-005197-0000-07 | HOGAN, KWAME                | 10/24/23  | WATER TURN OFF |
| COMPLETED         |                     | 5197 DAVAL DR               | 10/24/23  |                |
| WOFF23-2694       | IN10-008132-0000-08 | POUNDS, DEQUANDRA           | 10/24/23  | WATER TURN OFF |
| COMPLETED         |                     | 8132 INGALLS ST             | 10/24/23  |                |
| WOFF23-2695       | MC10-005111-0000-07 | RANDALL, ALEX               | 10/24/23  | WATER TURN OFF |
| COMPLETED         |                     | 5111 MC LAIN ST             | 10/24/23  |                |
| WOFF23-2696       | WI20-005123-0000-03 | ROOKER, MICHAEL             | 10/24/23  | WATER TURN OFF |
| COMPLETED         |                     | 5123 WINSTON DR             | 10/24/23  |                |
| WOFF23-2697       | MO10-004426-0000-03 | BLAKEMORE, AMY              | 10/25/23  | WATER TURN OFF |
| COMPLETED         |                     | 4426 MORRISH RD             | 10/25/23  |                |
| WOFF23-2698       | MI10-005428-0000-16 | WURN, TRENTON               | 10/31/23  | WATER TURN OFF |
| COMPLETED         |                     | 5428 MILLER RD              | 10/31/23  |                |
| WTON23-1625       | OA10-005300-0000-01 | SYRING-SWARTZ CREEK SCHOOLS | 10/13/23  | WATER TURN ON  |
| COMPLETED         |                     | 5300 OAKVIEW DR             | 10/16/23  |                |
| WTON23-1626       | YA10-007025-0000-10 | MARSHALL, JESSICA           | 10/24/23  | WATER TURN ON  |
| COMPLETED         |                     | 7025 YARMY DR               | 10/24/23  |                |
| WTON23-1627       | RA10-004505-0000-03 | MORTON, JONATHAN            | 10/24/23  | WATER TURN ON  |
| COMPLETED         |                     | 4505 RAUBINGER RD           | 10/24/23  |                |
| WTON23-1628       | WI20-005120-0000-03 | HINKLEY, BRANDY             | 10/25/23  | WATER TURN ON  |
| COMPLETED         |                     | 5120 WINSTON DR             | 10/25/23  |                |
| WTON23-1629       | DA10-005197-0000-07 | HOGAN, KWAME                | 10/25/23  | WATER TURN ON  |
| COMPLETED         |                     | 5197 DAVAL DR               | 10/25/23  |                |
| WTON23-1630       | WI20-005123-0000-03 | ROOKER, MICHAEL             | 10/25/23  | WATER TURN ON  |
| COMPLETED         |                     | 5123 WINSTON DR             | 10/25/23  |                |
| WTON23-1631       | MI10-008231-0000-09 | JOHNSON, JEFF               | 10/26/23  | WATER TURN ON  |
| COMPLETED         |                     | 8231 MILLER RD              | 10/26/23  |                |
| WTON23-1632       | MI10-005428-0000-16 | WURN, TRENTON               | 10/31/23  | WATER TURN ON  |
| COMPLETED         |                     | 5428 MILLER RD              | 10/31/23  |                |

Total Records: 60

| Work Order #      | Location ID | Customer Name   | Date Recd | Type |
|-------------------|-------------|-----------------|-----------|------|
| Work Order Status |             | Service Address | Date Comp |      |

Equipment Usage Detail Report  
 From: 10/01/2023 To: 10/31/2023

| Equipment ID | Description                | GL Number                   | Activity Code | Date       | Hours | Rate  | Approx Cost |
|--------------|----------------------------|-----------------------------|---------------|------------|-------|-------|-------------|
| Employee ID  | Name                       |                             |               |            |       |       |             |
| Pickup 4WD   | 1-20, 7-15,3-08, 2-08, 10- |                             |               |            |       |       |             |
| 4100000004   | Wright, David L            | 226-782.000-941.000         |               | 10/01/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-783.000-941.000         |               | 10/01/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 101-780.500-941.000         |               | 10/02/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 202-441.000-941.000-441.000 |               | 10/02/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-528.000-941.000         |               | 10/02/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-782.000-941.000         |               | 10/02/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-783.000-941.000         |               | 10/02/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 202-474.000-941.000         |               | 10/03/2023 | 2.00  | 12.75 | 25.50       |
| 4100000004   | Wright, David L            | 101-780.500-941.000         |               | 10/04/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-782.000-941.000         |               | 10/04/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-783.000-941.000         |               | 10/04/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 101-790.000-941.000         |               | 10/05/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 202-463.000-941.000         |               | 10/05/2023 | 4.00  | 12.75 | 51.00       |
| 4100000004   | Wright, David L            | 226-782.000-941.000         |               | 10/05/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-783.000-941.000         |               | 10/05/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 202-463.000-941.000         |               | 10/06/2023 | 3.00  | 12.75 | 38.25       |
| 4100000004   | Wright, David L            | 590-536.000-941.000         |               | 10/06/2023 | 2.00  | 12.75 | 25.50       |
| 4100000004   | Wright, David L            | 202-463.000-941.000         |               | 10/09/2023 | 2.00  | 12.75 | 25.50       |
| 4100000004   | Wright, David L            | 226-782.000-941.000         |               | 10/10/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-782.000-941.000         |               | 10/11/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-783.000-941.000         |               | 10/11/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 591-540.000-941.000         |               | 10/12/2023 | 2.00  | 12.75 | 25.50       |
| 4100000004   | Wright, David L            | 590-536.000-941.000         |               | 10/13/2023 | 3.00  | 12.75 | 38.25       |
| 4100000004   | Wright, David L            | 101-780.500-941.000         |               | 10/16/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 101-794.000-941.000         |               | 10/16/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 203-463.000-941.000         |               | 10/16/2023 | 2.00  | 12.75 | 25.50       |
| 4100000004   | Wright, David L            | 591-540.000-941.000         |               | 10/16/2023 | 4.00  | 12.75 | 51.00       |
| 4100000004   | Wright, David L            | 226-782.000-941.000         |               | 10/17/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-783.000-941.000         |               | 10/17/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-782.000-941.000         |               | 10/18/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-783.000-941.000         |               | 10/18/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 590-536.000-941.000         |               | 10/18/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 101-782.000-941.000         |               | 10/19/2023 | 2.00  | 12.75 | 25.50       |
| 4100000004   | Wright, David L            | 101-783.000-941.000         |               | 10/19/2023 | 2.00  | 12.75 | 25.50       |
| 4100000004   | Wright, David L            | 203-463.000-941.000         |               | 10/19/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-782.000-941.000         |               | 10/19/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 226-783.000-941.000         |               | 10/19/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 591-540.000-941.000         |               | 10/19/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 101-782.000-941.000         |               | 10/20/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 101-783.000-941.000         |               | 10/20/2023 | 2.00  | 12.75 | 25.50       |
| 4100000004   | Wright, David L            | 590-536.000-941.000         |               | 10/20/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L            | 591-540.000-941.000         |               | 10/20/2023 | 3.00  | 12.75 | 38.25       |
| 4100000004   | Wright, David L            | 591-540.000-941.000         |               | 10/24/2023 | 4.00  | 12.75 | 51.00       |

| Equipment ID | Description     | GL Number           | Activity Code | Date       | Hours | Rate  | Approx Cost |
|--------------|-----------------|---------------------|---------------|------------|-------|-------|-------------|
| Employee ID  | Name            |                     |               |            |       |       |             |
| 4100000004   | Wright, David L | 101-265.000-941.000 |               | 10/30/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L | 101-780.500-941.000 |               | 10/30/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L | 226-782.000-941.000 |               | 10/30/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L | 226-783.000-941.000 |               | 10/30/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L | 591-540.000-941.000 |               | 10/30/2023 | 4.00  | 12.75 | 51.00       |
| 4100000004   | Wright, David L | 101-265.000-941.000 |               | 10/31/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L | 101-790.000-941.000 |               | 10/31/2023 | 1.00  | 12.75 | 12.75       |
| 4100000004   | Wright, David L | 203-463.000-941.000 |               | 10/31/2023 | 3.00  | 12.75 | 38.25       |
| 4100000004   | Wright, David L | 591-540.000-941.000 |               | 10/31/2023 | 1.00  | 12.75 | 12.75       |
| 4100000005   | Sandford, Jay E | 591-540.000-941.000 |               | 10/02/2023 | 8.00  | 12.75 | 102.00      |
| 4100000005   | Sandford, Jay E | 101-265.000-941.000 |               | 10/03/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 202-474.000-941.000 |               | 10/03/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 591-540.000-941.000 |               | 10/03/2023 | 4.00  | 12.75 | 51.00       |
| 4100000005   | Sandford, Jay E | 202-463.000-941.000 |               | 10/04/2023 | 4.00  | 12.75 | 51.00       |
| 4100000005   | Sandford, Jay E | 226-530.000-941.000 |               | 10/04/2023 | 4.00  | 12.75 | 51.00       |
| 4100000005   | Sandford, Jay E | 101-794.000-941.000 |               | 10/05/2023 | 4.00  | 12.75 | 51.00       |
| 4100000005   | Sandford, Jay E | 591-540.000-941.000 |               | 10/05/2023 | 4.00  | 12.75 | 51.00       |
| 4100000005   | Sandford, Jay E | 101-794.000-941.000 |               | 10/06/2023 | 6.00  | 12.75 | 76.50       |
| 4100000005   | Sandford, Jay E | 226-782.000-941.000 |               | 10/06/2023 | 1.00  | 12.75 | 12.75       |
| 4100000005   | Sandford, Jay E | 226-783.000-941.000 |               | 10/06/2023 | 1.00  | 12.75 | 12.75       |
| 4100000005   | Sandford, Jay E | 591-540.000-941.000 |               | 10/06/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 101-794.000-941.000 |               | 10/09/2023 | 6.00  | 12.75 | 76.50       |
| 4100000005   | Sandford, Jay E | 202-463.000-941.000 |               | 10/09/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 226-530.000-941.000 |               | 10/10/2023 | 8.00  | 12.75 | 102.00      |
| 4100000005   | Sandford, Jay E | 226-530.000-941.000 |               | 10/11/2023 | 6.00  | 12.75 | 76.50       |
| 4100000005   | Sandford, Jay E | 591-540.000-941.000 |               | 10/11/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 101-780.500-941.000 |               | 10/12/2023 | 1.00  | 12.75 | 12.75       |
| 4100000005   | Sandford, Jay E | 101-790.000-941.000 |               | 10/12/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 226-782.000-941.000 |               | 10/12/2023 | 1.00  | 12.75 | 12.75       |
| 4100000005   | Sandford, Jay E | 226-783.000-941.000 |               | 10/12/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 591-540.000-941.000 |               | 10/12/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 591-540.000-941.000 |               | 10/16/2023 | 8.00  | 12.75 | 102.00      |
| 4100000005   | Sandford, Jay E | 202-463.000-941.000 |               | 10/17/2023 | 4.00  | 12.75 | 51.00       |
| 4100000005   | Sandford, Jay E | 226-782.000-941.000 |               | 10/17/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 226-783.000-941.000 |               | 10/17/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 202-463.000-941.000 |               | 10/18/2023 | 7.00  | 12.75 | 89.25       |
| 4100000005   | Sandford, Jay E | 101-790.000-941.000 |               | 10/20/2023 | 4.00  | 12.75 | 51.00       |
| 4100000005   | Sandford, Jay E | 590-536.000-941.000 |               | 10/20/2023 | 4.00  | 12.75 | 51.00       |
| 4100000005   | Sandford, Jay E | 101-780.500-941.000 |               | 10/23/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E | 202-463.000-941.000 |               | 10/23/2023 | 4.00  | 12.75 | 51.00       |
| 4100000005   | Sandford, Jay E | 226-782.000-941.000 |               | 10/23/2023 | 1.00  | 12.75 | 12.75       |
| 4100000005   | Sandford, Jay E | 226-783.000-941.000 |               | 10/23/2023 | 1.00  | 12.75 | 12.75       |
| 4100000005   | Sandford, Jay E | 591-540.000-941.000 |               | 10/24/2023 | 7.00  | 12.75 | 89.25       |
| 4100000005   | Sandford, Jay E | 101-567.000-941.000 |               | 10/25/2023 | 2.00  | 12.75 | 25.50       |

Equipment Usage Detail Report  
 From: 10/01/2023 To: 10/31/2023

| Equipment ID | Description      | GL Number           | Activity Code | Date       | Hours | Rate  | Approx Cost |
|--------------|------------------|---------------------|---------------|------------|-------|-------|-------------|
| Employee ID  | Name             |                     |               |            |       |       |             |
| 4100000005   | Sandford, Jay E  | 101-782.000-941.000 |               | 10/25/2023 | 2.00  | 12.75 | 25.50       |
| 4100000005   | Sandford, Jay E  | 591-540.000-941.000 |               | 10/25/2023 | 4.00  | 12.75 | 51.00       |
| 4100000005   | Sandford, Jay E  | 591-540.000-941.000 |               | 10/27/2023 | 8.00  | 12.75 | 102.00      |
| 4100000005   | Sandford, Jay E  | 591-540.000-941.000 |               | 10/31/2023 | 8.00  | 12.75 | 102.00      |
| 4100000006   | Lloyd, Robert W  | 226-530.000-941.000 |               | 10/02/2023 | 2.00  | 12.75 | 25.50       |
| 4100000006   | Lloyd, Robert W  | 101-265.000-941.000 |               | 10/03/2023 | 2.00  | 12.75 | 25.50       |
| 4100000006   | Lloyd, Robert W  | 226-530.000-941.000 |               | 10/04/2023 | 4.00  | 12.75 | 51.00       |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/09/2023 | 8.00  | 12.75 | 102.00      |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/11/2023 | 8.00  | 12.75 | 102.00      |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/12/2023 | 8.00  | 12.75 | 102.00      |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/13/2023 | 8.00  | 12.75 | 102.00      |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/16/2023 | 8.00  | 12.75 | 102.00      |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/17/2023 | 8.00  | 12.75 | 102.00      |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/18/2023 | 8.00  | 12.75 | 102.00      |
| 4100000006   | Lloyd, Robert W  | 101-782.000-941.000 |               | 10/19/2023 | 2.00  | 12.75 | 25.50       |
| 4100000006   | Lloyd, Robert W  | 101-783.000-941.000 |               | 10/19/2023 | 2.00  | 12.75 | 25.50       |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/19/2023 | 4.00  | 12.75 | 51.00       |
| 4100000006   | Lloyd, Robert W  | 101-782.000-941.000 |               | 10/20/2023 | 2.00  | 12.75 | 25.50       |
| 4100000006   | Lloyd, Robert W  | 101-783.000-941.000 |               | 10/20/2023 | 2.00  | 12.75 | 25.50       |
| 4100000006   | Lloyd, Robert W  | 101-794.000-941.000 |               | 10/23/2023 | 3.00  | 12.75 | 38.25       |
| 4100000006   | Lloyd, Robert W  | 226-530.000-941.000 |               | 10/23/2023 | 4.00  | 12.75 | 51.00       |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/23/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-790.000-941.000 |               | 10/24/2023 | 2.00  | 12.75 | 25.50       |
| 4100000006   | Lloyd, Robert W  | 226-530.000-941.000 |               | 10/24/2023 | 2.00  | 12.75 | 25.50       |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/24/2023 | 3.00  | 12.75 | 38.25       |
| 4100000006   | Lloyd, Robert W  | 101-783.000-941.000 |               | 10/25/2023 | 3.50  | 12.75 | 44.63       |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/25/2023 | 4.50  | 12.75 | 57.38       |
| 4100000006   | Lloyd, Robert W  | 101-782.000-941.000 |               | 10/26/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-783.000-941.000 |               | 10/26/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/26/2023 | 6.00  | 12.75 | 76.50       |
| 4100000006   | Lloyd, Robert W  | 101-265.000-941.000 |               | 10/27/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-345.000-941.000 |               | 10/27/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-780.500-941.000 |               | 10/27/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-782.000-941.000 |               | 10/27/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-783.000-941.000 |               | 10/27/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-790.000-941.000 |               | 10/27/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 590-536.000-941.000 |               | 10/27/2023 | 2.00  | 12.75 | 25.50       |
| 4100000006   | Lloyd, Robert W  | 591-540.000-941.000 |               | 10/30/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-265.000-941.000 |               | 10/31/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-782.000-941.000 |               | 10/31/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-783.000-941.000 |               | 10/31/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 101-790.000-941.000 |               | 10/31/2023 | 1.00  | 12.75 | 12.75       |
| 4100000006   | Lloyd, Robert W  | 202-463.000-941.000 |               | 10/31/2023 | 4.00  | 12.75 | 51.00       |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000 |               | 10/02/2023 | 8.00  | 12.75 | 102.00      |

Equipment Usage Detail Report  
 From: 10/01/2023 To: 10/31/2023

| Equipment ID | Description      |                     |               |            |       |       | Approx |
|--------------|------------------|---------------------|---------------|------------|-------|-------|--------|
| Employee ID  | Name             | GL Number           | Activity Code | Date       | Hours | Rate  | Cost   |
| 4400000009   | Bosas, Rebecca M | 101-265.000-941.000 |               | 10/03/2023 | 3.00  | 12.75 | 38.25  |
| 4400000009   | Bosas, Rebecca M | 101-794.000-941.000 |               | 10/03/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 203-474.000-941.000 |               | 10/03/2023 | 2.00  | 12.75 | 25.50  |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000 |               | 10/03/2023 | 2.00  | 12.75 | 25.50  |
| 4400000009   | Bosas, Rebecca M | 101-794.000-941.000 |               | 10/04/2023 | 4.00  | 12.75 | 51.00  |
| 4400000009   | Bosas, Rebecca M | 226-530.000-941.000 |               | 10/04/2023 | 4.00  | 12.75 | 51.00  |
| 4400000009   | Bosas, Rebecca M | 101-794.000-941.000 |               | 10/05/2023 | 2.00  | 12.75 | 25.50  |
| 4400000009   | Bosas, Rebecca M | 202-463.000-941.000 |               | 10/05/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 591-542.000-941.000 |               | 10/05/2023 | 2.00  | 12.75 | 25.50  |
| 4400000009   | Bosas, Rebecca M | 101-794.000-941.000 |               | 10/06/2023 | 8.00  | 12.75 | 102.00 |
| 4400000009   | Bosas, Rebecca M | 101-780.500-941.000 |               | 10/09/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 101-794.000-941.000 |               | 10/09/2023 | 2.00  | 12.75 | 25.50  |
| 4400000009   | Bosas, Rebecca M | 226-782.000-941.000 |               | 10/09/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 226-783.000-941.000 |               | 10/09/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 591-542.000-941.000 |               | 10/09/2023 | 2.00  | 12.75 | 25.50  |
| 4400000009   | Bosas, Rebecca M | 226-530.000-941.000 |               | 10/10/2023 | 4.00  | 12.75 | 51.00  |
| 4400000009   | Bosas, Rebecca M | 226-782.000-941.000 |               | 10/10/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 226-783.000-941.000 |               | 10/10/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000 |               | 10/10/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 101-794.000-941.000 |               | 10/11/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 226-530.000-941.000 |               | 10/11/2023 | 2.00  | 12.75 | 25.50  |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000 |               | 10/11/2023 | 4.00  | 12.75 | 51.00  |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000 |               | 10/12/2023 | 5.50  | 12.75 | 70.13  |
| 4400000009   | Bosas, Rebecca M | 101-790.000-941.000 |               | 10/13/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 226-783.000-941.000 |               | 10/13/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 590-536.000-941.000 |               | 10/13/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000 |               | 10/13/2023 | 3.00  | 12.75 | 38.25  |
| 4400000009   | Bosas, Rebecca M | 591-542.000-941.000 |               | 10/13/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 226-782.000-941.000 |               | 10/14/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 226-783.000-941.000 |               | 10/14/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 226-782.000-941.000 |               | 10/15/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 226-783.000-941.000 |               | 10/15/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 226-782.000-941.000 |               | 10/16/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 226-783.000-941.000 |               | 10/16/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000 |               | 10/16/2023 | 4.00  | 12.75 | 51.00  |
| 4400000009   | Bosas, Rebecca M | 591-542.000-941.000 |               | 10/16/2023 | 2.00  | 12.75 | 25.50  |
| 4400000009   | Bosas, Rebecca M | 101-265.000-941.000 |               | 10/17/2023 | 2.00  | 12.75 | 25.50  |
| 4400000009   | Bosas, Rebecca M | 101-783.000-941.000 |               | 10/17/2023 | 3.00  | 12.75 | 38.25  |
| 4400000009   | Bosas, Rebecca M | 101-794.000-941.000 |               | 10/17/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 590-536.000-941.000 |               | 10/17/2023 | 2.00  | 12.75 | 25.50  |
| 4400000009   | Bosas, Rebecca M | 590-536.000-941.000 |               | 10/18/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000 |               | 10/18/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 101-794.000-941.000 |               | 10/19/2023 | 1.00  | 12.75 | 12.75  |
| 4400000009   | Bosas, Rebecca M | 202-478.000-941.000 |               | 10/19/2023 | 3.00  | 12.75 | 38.25  |



| Equipment ID | Description      | GL Number                   | Activity Code | Date       | Hours | Rate  | Approx Cost |
|--------------|------------------|-----------------------------|---------------|------------|-------|-------|-------------|
| Employee ID  | Name             |                             |               |            |       |       |             |
| 4400000009   | Bosas, Rebecca M | 203-463.000-941.000         |               | 10/19/2023 | 1.00  | 12.75 | 12.75       |
| 4400000009   | Bosas, Rebecca M | 101-782.000-941.000         |               | 10/20/2023 | 1.00  | 12.75 | 12.75       |
| 4400000009   | Bosas, Rebecca M | 591-542.000-941.000         |               | 10/20/2023 | 2.00  | 12.75 | 25.50       |
| 4400000009   | Bosas, Rebecca M | 101-265.000-941.000         |               | 10/24/2023 | 1.00  | 12.75 | 12.75       |
| 4400000009   | Bosas, Rebecca M | 591-542.000-941.000         |               | 10/24/2023 | 2.00  | 12.75 | 25.50       |
| 4400000009   | Bosas, Rebecca M | 591-542.000-941.000         |               | 10/25/2023 | 2.00  | 12.75 | 25.50       |
| 4400000009   | Bosas, Rebecca M | 101-265.000-941.000         |               | 10/26/2023 | 1.00  | 12.75 | 12.75       |
| 4400000009   | Bosas, Rebecca M | 101-780.000-941.000         |               | 10/26/2023 | 1.00  | 12.75 | 12.75       |
| 4400000009   | Bosas, Rebecca M | 101-780.500-941.000         |               | 10/26/2023 | 1.00  | 12.75 | 12.75       |
| 4400000009   | Bosas, Rebecca M | 101-783.000-941.000         |               | 10/26/2023 | 0.50  | 12.75 | 6.38        |
| 4400000009   | Bosas, Rebecca M | 203-463.000-941.000         |               | 10/26/2023 | 2.00  | 12.75 | 25.50       |
| 4400000009   | Bosas, Rebecca M | 591-542.000-941.000         |               | 10/26/2023 | 2.00  | 12.75 | 25.50       |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000         |               | 10/27/2023 | 8.00  | 12.75 | 102.00      |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000         |               | 10/30/2023 | 8.00  | 12.75 | 102.00      |
| 4400000009   | Bosas, Rebecca M | 591-540.000-941.000         |               | 10/31/2023 | 8.00  | 12.75 | 102.00      |
| 4400000018   | Leavitt, Mikel D | 101-782.000-941.000         |               | 10/02/2023 | 1.00  | 12.75 | 12.75       |
| 4400000018   | Leavitt, Mikel D | 226-528.000-941.000         |               | 10/02/2023 | 2.00  | 12.75 | 25.50       |
| 4400000018   | Leavitt, Mikel D | 226-530.000-941.000         |               | 10/02/2023 | 1.00  | 12.75 | 12.75       |
| 4400000018   | Leavitt, Mikel D | 202-441.000-941.000-441.000 |               | 10/03/2023 | 0.50  | 12.75 | 6.38        |
| 4400000018   | Leavitt, Mikel D | 226-782.000-941.000         |               | 10/03/2023 | 1.00  | 12.75 | 12.75       |
| 4400000018   | Leavitt, Mikel D | 226-783.000-941.000         |               | 10/03/2023 | 1.00  | 12.75 | 12.75       |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/04/2023 | 6.00  | 12.75 | 76.50       |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/05/2023 | 8.00  | 12.75 | 102.00      |
| 4400000018   | Leavitt, Mikel D | 101-783.000-941.000         |               | 10/06/2023 | 1.00  | 12.75 | 12.75       |
| 4400000018   | Leavitt, Mikel D | 202-463.000-941.000         |               | 10/06/2023 | 3.00  | 12.75 | 38.25       |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/09/2023 | 8.00  | 12.75 | 102.00      |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/10/2023 | 8.00  | 12.75 | 102.00      |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/11/2023 | 8.00  | 12.75 | 102.00      |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/12/2023 | 8.00  | 12.75 | 102.00      |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/13/2023 | 8.00  | 12.75 | 102.00      |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/16/2023 | 5.00  | 12.75 | 63.75       |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/17/2023 | 8.00  | 12.75 | 102.00      |
| 4400000018   | Leavitt, Mikel D | 590-536.000-941.000         |               | 10/18/2023 | 1.00  | 12.75 | 12.75       |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/18/2023 | 7.00  | 12.75 | 89.25       |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/19/2023 | 4.00  | 12.75 | 51.00       |
| 4400000018   | Leavitt, Mikel D | 101-780.500-941.000         |               | 10/20/2023 | 1.00  | 12.75 | 12.75       |
| 4400000018   | Leavitt, Mikel D | 226-782.000-941.000         |               | 10/20/2023 | 1.00  | 12.75 | 12.75       |
| 4400000018   | Leavitt, Mikel D | 226-783.000-941.000         |               | 10/20/2023 | 1.00  | 12.75 | 12.75       |
| 4400000018   | Leavitt, Mikel D | 590-536.000-941.000         |               | 10/20/2023 | 1.00  | 12.75 | 12.75       |
| 4400000018   | Leavitt, Mikel D | 591-540.000-941.000         |               | 10/20/2023 | 2.50  | 12.75 | 31.88       |

Equipment Totals

581.00

7,407.78

Front Blade                      Front Blade/Plow - used on  
 City Council Packet

| Equipment ID<br>Employee ID | Description<br>Name         | GL Number           | Activity Code | Date       | Hours | Rate   | Approx<br>Cost |
|-----------------------------|-----------------------------|---------------------|---------------|------------|-------|--------|----------------|
| Pickup 2WD                  | 6-16 2WD                    |                     |               |            |       |        |                |
| Backhoe                     | Backhoe 6-00, 17, 8-22      |                     |               |            |       |        |                |
| 4100000004                  | Wright, David L             | 101-782.000-941.000 |               | 10/03/2023 | 3.00  | 62.01  | 186.03         |
| 4100000004                  | Wright, David L             | 203-463.000-941.000 |               | 10/03/2023 | 2.00  | 62.01  | 124.02         |
| 4100000004                  | Wright, David L             | 101-783.000-941.000 |               | 10/06/2023 | 1.00  | 62.01  | 62.01          |
| 4100000004                  | Wright, David L             | 591-540.000-941.000 |               | 10/11/2023 | 2.00  | 62.01  | 124.02         |
| 4100000004                  | Wright, David L             | 101-567.000-941.000 |               | 10/12/2023 | 2.00  | 62.01  | 124.02         |
| 4100000004                  | Wright, David L             | 203-463.000-941.000 |               | 10/12/2023 | 4.00  | 62.01  | 248.04         |
| 4100000004                  | Wright, David L             | 101-794.000-941.000 |               | 10/23/2023 | 3.00  | 62.01  | 186.03         |
| 4100000004                  | Wright, David L             | 203-463.000-941.000 |               | 10/30/2023 | 1.00  | 62.01  | 62.01          |
| 4400000018                  | Leavitt, Mikel D            | 202-463.000-941.000 |               | 10/03/2023 | 1.00  | 62.01  | 62.01          |
| Equipment Totals            |                             |                     |               |            | 19.00 |        | 1,178.19       |
| Breaker                     | Breaker - used on backhoe   |                     |               |            |       |        |                |
| Bucket Truck                | No. 06-99                   |                     |               |            |       |        |                |
| Bucket                      | Bucket - used with Bucket   |                     |               |            |       |        |                |
| Brush Hog                   | NO. 9-02                    |                     |               |            |       |        |                |
| Dump                        | Dump Truck 1-22, 12-02, 12- |                     |               |            |       |        |                |
| 4100000004                  | Wright, David L             | 101-783.000-941.000 |               | 10/02/2023 | 2.00  | 53.40  | 106.80         |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 10/02/2023 | 1.00  | 53.40  | 53.40          |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 10/06/2023 | 2.00  | 53.40  | 106.80         |
| 4100000004                  | Wright, David L             | 101-783.000-941.000 |               | 10/09/2023 | 1.00  | 53.40  | 53.40          |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 10/10/2023 | 7.00  | 53.40  | 373.80         |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 10/11/2023 | 4.00  | 53.40  | 213.60         |
| 4100000004                  | Wright, David L             | 101-783.000-941.000 |               | 10/17/2023 | 4.00  | 53.40  | 213.60         |
| 4100000004                  | Wright, David L             | 202-463.000-941.000 |               | 10/17/2023 | 2.00  | 53.40  | 106.80         |
| 4100000004                  | Wright, David L             | 202-463.000-941.000 |               | 10/18/2023 | 2.00  | 53.40  | 106.80         |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 10/23/2023 | 5.00  | 53.40  | 267.00         |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 10/24/2023 | 4.00  | 53.40  | 213.60         |
| 4400000009                  | Bosas, Rebecca M            | 203-463.000-941.000 |               | 10/12/2023 | 1.00  | 53.40  | 53.40          |
| Equipment Totals            |                             |                     |               |            | 35.00 |        | 1,869.00       |
| UnderbodyScrapr             | Underbody Scraper used w/   |                     |               |            |       |        |                |
| 4100000004                  | Wright, David L             | 101-783.000-941.000 |               | 10/09/2023 | 1.00  | 9.28   | 9.28           |
| Equipment Totals            |                             |                     |               |            | 1.00  |        | 9.28           |
| Hopper/Salt Box             | Hopper/Salt Box use w/ dump |                     |               |            |       |        |                |
| Sweeper                     | Sweeper                     |                     |               |            |       |        |                |
| 4100000004                  | Wright, David L             | 203-463.000-941.000 |               | 10/13/2023 | 1.00  | 103.19 | 103.19         |

| Equipment ID     | Description                | GL Number           | Activity Code | Date       | Hours | Rate   | Approx Cost |
|------------------|----------------------------|---------------------|---------------|------------|-------|--------|-------------|
| Employee ID      | Name                       |                     |               |            |       |        |             |
| 4100000004       | Wright, David L            | 203-463.000-941.000 |               | 10/25/2023 | 8.00  | 103.19 | 825.52      |
| 4100000006       | Lloyd, Robert W            | 203-463.000-941.000 |               | 10/02/2023 | 6.00  | 103.19 | 619.14      |
| 4100000006       | Lloyd, Robert W            | 203-463.000-941.000 |               | 10/03/2023 | 6.00  | 103.19 | 619.14      |
| 4100000006       | Lloyd, Robert W            | 203-463.000-941.000 |               | 10/04/2023 | 4.00  | 103.19 | 412.76      |
| 4100000006       | Lloyd, Robert W            | 203-463.000-941.000 |               | 10/05/2023 | 8.00  | 103.19 | 825.52      |
| 4100000006       | Lloyd, Robert W            | 203-463.000-941.000 |               | 10/06/2023 | 8.00  | 103.19 | 825.52      |
| 4100000006       | Lloyd, Robert W            | 203-463.000-941.000 |               | 10/30/2023 | 7.00  | 103.19 | 722.33      |
| 4400000018       | Leavitt, Mikel D           | 203-463.000-941.000 |               | 10/27/2023 | 8.00  | 103.19 | 825.52      |
| 4400000018       | Leavitt, Mikel D           | 203-463.000-941.000 |               | 10/31/2023 | 8.00  | 103.19 | 825.52      |
| Equipment Totals |                            |                     |               |            | 64.00 |        | 6,604.16    |
| Vacuum Cleaner   | Sweeper - used with Street |                     |               |            |       |        |             |
| Tractor          | Tractor                    |                     |               |            |       |        |             |
| 4100000004       | Wright, David L            | 202-463.000-941.000 |               | 10/18/2023 | 3.00  | 50.40  | 151.20      |
| Equipment Totals |                            |                     |               |            | 3.00  |        | 151.20      |
| Woodchipper      | Woodchipper                |                     |               |            |       |        |             |
| 4100000004       | Wright, David L            | 226-530.000-941.000 |               | 10/02/2023 | 1.00  | 35.38  | 35.38       |
| 4100000004       | Wright, David L            | 226-530.000-941.000 |               | 10/06/2023 | 2.00  | 35.38  | 70.76       |
| 4100000004       | Wright, David L            | 226-530.000-941.000 |               | 10/10/2023 | 7.00  | 35.38  | 247.66      |
| 4100000004       | Wright, David L            | 226-530.000-941.000 |               | 10/11/2023 | 4.00  | 35.38  | 141.52      |
| 4100000004       | Wright, David L            | 226-530.000-941.000 |               | 10/23/2023 | 5.00  | 35.38  | 176.90      |
| 4100000004       | Wright, David L            | 226-530.000-941.000 |               | 10/24/2023 | 4.00  | 35.38  | 141.52      |
| 4100000006       | Lloyd, Robert W            | 226-530.000-941.000 |               | 10/04/2023 | 4.00  | 35.38  | 141.52      |
| 4400000018       | Leavitt, Mikel D           | 226-530.000-941.000 |               | 10/02/2023 | 1.00  | 35.38  | 35.38       |
| 4400000018       | Leavitt, Mikel D           | 226-530.000-941.000 |               | 10/06/2023 | 2.00  | 35.38  | 70.76       |
| 4400000018       | Leavitt, Mikel D           | 226-530.000-941.000 |               | 10/23/2023 | 5.00  | 35.38  | 176.90      |
| 4400000018       | Leavitt, Mikel D           | 226-530.000-941.000 |               | 10/24/2023 | 4.00  | 35.38  | 141.52      |
| Equipment Totals |                            |                     |               |            | 39.00 |        | 1,379.82    |
| Material Heater  | Material Heater 42, 9-22   |                     |               |            |       |        |             |
| 4100000004       | Wright, David L            | 202-463.000-941.000 |               | 10/06/2023 | 3.00  | 14.45  | 43.35       |
| 4100000004       | Wright, David L            | 203-463.000-941.000 |               | 10/16/2023 | 2.00  | 14.45  | 28.90       |
| 4100000004       | Wright, David L            | 203-463.000-941.000 |               | 10/31/2023 | 3.00  | 14.45  | 43.35       |
| Equipment Totals |                            |                     |               |            | 8.00  |        | 115.60      |
| Kubota           | Kubota #5-18               |                     |               |            |       |        |             |
| 4100000004       | Wright, David L            | 101-794.000-941.000 |               | 10/04/2023 | 3.00  | 13.72  | 41.16       |
| 4400000018       | Leavitt, Mikel D           | 101-794.000-941.000 |               | 10/02/2023 | 3.50  | 13.72  | 48.02       |
| 4400000018       | Leavitt, Mikel D           | 101-794.000-941.000 |               | 10/03/2023 | 3.50  | 13.72  | 48.02       |
| Equipment Totals |                            |                     |               |            | 10.00 |        | 137.20      |

| Equipment ID | Description |           |               |      |       |      |  | Approx |
|--------------|-------------|-----------|---------------|------|-------|------|--|--------|
| Employee ID  | Name        | GL Number | Activity Code | Date | Hours | Rate |  | Cost   |
| Trailer      | Trailer     |           |               |      |       |      |  |        |

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Grand Totals

|            |  |  |  |  |    |        |  |           |
|------------|--|--|--|--|----|--------|--|-----------|
| Equipment: |  |  |  |  | 19 | 760.00 |  | 18,852.23 |
| Materials: |  |  |  |  | 0  | 0.00   |  | 0.00      |
| Totals:    |  |  |  |  | 19 |        |  | 18,852.23 |

From: 10/01/2023 To: 10/31/2023

Grouped By: Employee ID

| Date                                 | Employee ID | Employee Name    | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-------------|------------------|-------------|------------|-----------|----------|
| Hours for Week Beginning: 09/30/2023 |             |                  |             |            |           |          |
| 10/01/2023                           | 410000004   | Wright, David L  | 2X          | 401        | 0.00      | 1.00     |
| 10/01/2023                           | 410000004   | Wright, David L  | 2X          | 401        | 0.00      | 1.00     |
| 10/02/2023                           | 410000004   | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
| 10/02/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/02/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/02/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/02/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/02/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/02/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/03/2023                           | 410000004   | Wright, David L  | REG         | 401        | 3.00      | 0.00     |
| 10/03/2023                           | 410000004   | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
| 10/03/2023                           | 410000004   | Wright, David L  | REG         | 401        | 3.00      | 0.00     |
| 10/04/2023                           | 410000004   | Wright, David L  | REG         | 401        | 4.00      | 0.00     |
| 10/04/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/04/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/04/2023                           | 410000004   | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
| 10/05/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/05/2023                           | 410000004   | Wright, David L  | REG         | 401        | 4.00      | 0.00     |
| 10/05/2023                           | 410000004   | Wright, David L  | REG         | 401        | 0.50      | 0.00     |
| 10/05/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/05/2023                           | 410000004   | Wright, David L  | REG         | 401        | 0.50      | 0.00     |
| 10/05/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/06/2023                           | 410000004   | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/06/2023                           | 410000004   | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
| 10/06/2023                           | 410000004   | Wright, David L  | REG         | 401        | 3.00      | 0.00     |
| 10/06/2023                           | 410000004   | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
| Total For Employee: 410000004        |             |                  |             |            | 40.00     | 2.00     |
| 10/02/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 8.00      | 0.00     |
| 10/03/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 2.00      | 0.00     |
| 10/03/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 2.00      | 0.00     |
| 10/03/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 4.00      | 0.00     |
| 10/04/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 4.00      | 0.00     |
| 10/04/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 4.00      | 0.00     |
| 10/05/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 4.00      | 0.00     |
| 10/05/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 4.00      | 0.00     |
| 10/06/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 4.00      | 0.00     |
| 10/06/2023                           | 410000005   | Sandford, Jay E  | 15X         | 401        | 0.00      | 2.00     |
| 10/06/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 2.00      | 0.00     |
| 10/06/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 1.00      | 0.00     |
| 10/06/2023                           | 410000005   | Sandford, Jay E  | REG         | 401        | 1.00      | 0.00     |
| Total For Employee: 410000005        |             |                  |             |            | 40.00     | 2.00     |
| 10/02/2023                           | 410000006   | Lloyd, Robert W  | REG         | 401        | 6.00      | 0.00     |
| 10/02/2023                           | 410000006   | Lloyd, Robert W  | REG         | 401        | 2.00      | 0.00     |
| 10/03/2023                           | 410000006   | Lloyd, Robert W  | REG         | 401        | 6.00      | 0.00     |
| 10/03/2023                           | 410000006   | Lloyd, Robert W  | REG         | 401        | 2.00      | 0.00     |
| 10/04/2023                           | 410000006   | Lloyd, Robert W  | REG         | 401        | 4.00      | 0.00     |
| 10/04/2023                           | 410000006   | Lloyd, Robert W  | REG         | 401        | 4.00      | 0.00     |
| 10/05/2023                           | 410000006   | Lloyd, Robert W  | REG         | 401        | 8.00      | 0.00     |
| 10/06/2023                           | 410000006   | Lloyd, Robert W  | REG         | 401        | 8.00      | 0.00     |
| Total For Employee: 410000006        |             |                  |             |            | 40.00     | 0.00     |
| 10/02/2023                           | 440000009   | Bosas, Rebecca M | REG         | 401        | 8.00      | 0.00     |
| 10/03/2023                           | 440000009   | Bosas, Rebecca M | REG         | 401        | 2.00      | 0.00     |
| 10/03/2023                           | 440000009   | Bosas, Rebecca M | REG         | 401        | 2.00      | 0.00     |
| 10/03/2023                           | 440000009   | Bosas, Rebecca M | REG         | 401        | 3.00      | 0.00     |
| 10/03/2023                           | 440000009   | Bosas, Rebecca M | REG         | 401        | 1.00      | 0.00     |
| 10/04/2023                           | 440000009   | Bosas, Rebecca M | REG         | 401        | 4.00      | 0.00     |

From: 10/01/2023 To: 10/31/2023

Grouped By: Employee ID

| Date                                 | Employee ID | Employee Name     | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-------------|-------------------|-------------|------------|-----------|----------|
| 10/04/2023                           | 440000009   | Bosas, Rebecca M  | REG         | 401        | 4.00      | 0.00     |
| 10/05/2023                           | 440000009   | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/05/2023                           | 440000009   | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/05/2023                           | 440000009   | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/05/2023                           | 440000009   | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/05/2023                           | 440000009   | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/05/2023                           | 440000009   | Bosas, Rebecca M  | REG         | 401        | 3.00      | 0.00     |
| 10/06/2023                           | 440000009   | Bosas, Rebecca M  | REG         | 401        | 8.00      | 0.00     |
| -----                                |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 440000009        |             |                   |             |            |           |          |
| 10/02/2023                           | 440000016   | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/03/2023                           | 440000016   | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/04/2023                           | 440000016   | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/05/2023                           | 440000016   | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/06/2023                           | 440000016   | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| -----                                |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 440000016        |             |                   |             |            |           |          |
| 10/02/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 0.50      | 0.00     |
| 10/02/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/02/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 3.50      | 0.00     |
| 10/02/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/02/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 2.00      | 0.00     |
| 10/02/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/03/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 3.50      | 0.00     |
| 10/03/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/03/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/03/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 0.50      | 0.00     |
| 10/03/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/04/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 2.00      | 0.00     |
| 10/04/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 6.00      | 0.00     |
| 10/05/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| 10/06/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/06/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 2.00      | 0.00     |
| 10/06/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 2.00      | 0.00     |
| 10/06/2023                           | 440000018   | Leavitt, Mikel D  | REG         | 401        | 3.00      | 0.00     |
| -----                                |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 440000018        |             |                   |             |            |           |          |
| Hours for Week Beginning: 10/07/2023 |             |                   |             |            |           |          |
| 10/09/2023                           | 410000004   | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/09/2023                           | 410000004   | Wright, David L   | REG         | 401        | 5.00      | 0.00     |
| 10/09/2023                           | 410000004   | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| 10/10/2023                           | 410000004   | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/10/2023                           | 410000004   | Wright, David L   | REG         | 401        | 7.00      | 0.00     |
| 10/11/2023                           | 410000004   | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/11/2023                           | 410000004   | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/11/2023                           | 410000004   | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| 10/11/2023                           | 410000004   | Wright, David L   | REG         | 401        | 4.00      | 0.00     |
| 10/12/2023                           | 410000004   | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| 10/12/2023                           | 410000004   | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| 10/12/2023                           | 410000004   | Wright, David L   | REG         | 401        | 4.00      | 0.00     |
| 10/13/2023                           | 410000004   | Wright, David L   | REG         | 401        | 0.50      | 0.00     |
| 10/13/2023                           | 410000004   | Wright, David L   | REG         | 401        | 0.50      | 0.00     |
| 10/13/2023                           | 410000004   | Wright, David L   | REG         | 401        | 3.00      | 0.00     |
| 10/13/2023                           | 410000004   | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| 10/13/2023                           | 410000004   | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/13/2023                           | 410000004   | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| -----                                |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 410000004        |             |                   |             |            |           |          |
| 10/09/2023                           | 410000005   | Sandford, Jay E   | REG         | 401        | 6.00      | 0.00     |
| 10/09/2023                           | 410000005   | Sandford, Jay E   | REG         | 401        | 6.00      | 0.00     |

From: 10/01/2023 To: 10/31/2023

Grouped By: Employee ID

| Date                           | Employee ID | Employee Name     | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------|-------------|-------------------|-------------|------------|-----------|----------|
| 10/10/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 8.00      | 0.00     |
| 10/11/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 6.00      | 0.00     |
| 10/11/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 2.00      | 0.00     |
| 10/12/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 2.00      | 0.00     |
| 10/12/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 1.00      | 0.00     |
| 10/12/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 2.00      | 0.00     |
| 10/12/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 1.00      | 0.00     |
| 10/12/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 2.00      | 0.00     |
| 10/13/2023                     | 4100000005  | Sandford, Jay E   | VAC         | 401        | 8.00      | 0.00     |
| -----                          |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4100000005 |             |                   |             |            |           |          |
| 10/09/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 8.00      | 0.00     |
| 10/10/2023                     | 4100000006  | Lloyd, Robert W   | PERS        | 401        | 8.00      | 0.00     |
| 10/11/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 8.00      | 0.00     |
| 10/12/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 8.00      | 0.00     |
| 10/13/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 8.00      | 0.00     |
| -----                          |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4100000006 |             |                   |             |            |           |          |
| 10/09/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/09/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/09/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/09/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/09/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/09/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/09/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/10/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/10/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/10/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/10/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 4.00      | 0.00     |
| 10/10/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/11/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/11/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/11/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 4.00      | 0.00     |
| 10/11/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/12/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/12/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/12/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/12/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 5.50      | 0.00     |
| 10/12/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/13/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/13/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/13/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/13/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/13/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/13/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 3.00      | 0.00     |
| -----                          |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4400000009 |             |                   |             |            |           |          |
| 10/09/2023                     | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/10/2023                     | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/11/2023                     | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/12/2023                     | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/13/2023                     | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| -----                          |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4400000016 |             |                   |             |            |           |          |
| 10/09/2023                     | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| 10/10/2023                     | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| 10/11/2023                     | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| 10/12/2023                     | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| 10/13/2023                     | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |

From: 10/01/2023 To: 10/31/2023

Grouped By: Employee ID

| Date                                 | Employee ID | Employee Name    | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-------------|------------------|-------------|------------|-----------|----------|
| Total For Employee: 4400000018       |             |                  |             |            | 40.00     | 0.00     |
| Hours for Week Beginning: 10/14/2023 |             |                  |             |            |           |          |
| 10/16/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/16/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 4.00      | 0.00     |
| 10/16/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
| 10/16/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/17/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 4.00      | 0.00     |
| 10/17/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/17/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/17/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
| 10/18/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/18/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/18/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/18/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 5.00      | 0.00     |
| 10/19/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
| 10/19/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
| 10/19/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/19/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/19/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/19/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/20/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/20/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
| 10/20/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 0.50      | 0.00     |
| 10/20/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 0.50      | 0.00     |
| 10/20/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 1.00      | 0.00     |
| 10/20/2023                           | 4100000004  | Wright, David L  | REG         | 401        | 3.00      | 0.00     |
| Total For Employee: 4100000004       |             |                  |             |            | 40.00     | 0.00     |
| 10/16/2023                           | 4100000005  | Sandford, Jay E  | REG         | 401        | 8.00      | 0.00     |
| 10/17/2023                           | 4100000005  | Sandford, Jay E  | REG         | 401        | 4.00      | 0.00     |
| 10/17/2023                           | 4100000005  | Sandford, Jay E  | REG         | 401        | 2.00      | 0.00     |
| 10/17/2023                           | 4100000005  | Sandford, Jay E  | REG         | 401        | 2.00      | 0.00     |
| 10/18/2023                           | 4100000005  | Sandford, Jay E  | REG         | 401        | 7.00      | 0.00     |
| 10/18/2023                           | 4100000005  | Sandford, Jay E  | PERS        | 401        | 1.00      | 0.00     |
| 10/19/2023                           | 4100000005  | Sandford, Jay E  | PERS        | 401        | 4.00      | 0.00     |
| 10/19/2023                           | 4100000005  | Sandford, Jay E  | REG         | 401        | 4.00      | 0.00     |
| 10/20/2023                           | 4100000005  | Sandford, Jay E  | REG         | 401        | 4.00      | 0.00     |
| 10/20/2023                           | 4100000005  | Sandford, Jay E  | REG         | 401        | 4.00      | 0.00     |
| Total For Employee: 4100000005       |             |                  |             |            | 40.00     | 0.00     |
| 10/16/2023                           | 4100000006  | Lloyd, Robert W  | REG         | 401        | 8.00      | 0.00     |
| 10/17/2023                           | 4100000006  | Lloyd, Robert W  | REG         | 401        | 8.00      | 0.00     |
| 10/18/2023                           | 4100000006  | Lloyd, Robert W  | REG         | 401        | 8.00      | 0.00     |
| 10/19/2023                           | 4100000006  | Lloyd, Robert W  | REG         | 401        | 2.00      | 0.00     |
| 10/19/2023                           | 4100000006  | Lloyd, Robert W  | REG         | 401        | 2.00      | 0.00     |
| 10/19/2023                           | 4100000006  | Lloyd, Robert W  | REG         | 401        | 4.00      | 0.00     |
| 10/20/2023                           | 4100000006  | Lloyd, Robert W  | PERS        | 401        | 4.00      | 0.00     |
| 10/20/2023                           | 4100000006  | Lloyd, Robert W  | REG         | 401        | 2.00      | 0.00     |
| 10/20/2023                           | 4100000006  | Lloyd, Robert W  | REG         | 401        | 2.00      | 0.00     |
| Total For Employee: 4100000006       |             |                  |             |            | 40.00     | 0.00     |
| 10/14/2023                           | 4400000009  | Bosas, Rebecca M | 15X         | 401        | 0.00      | 1.00     |
| 10/14/2023                           | 4400000009  | Bosas, Rebecca M | 15X         | 401        | 0.00      | 1.00     |
| 10/15/2023                           | 4400000009  | Bosas, Rebecca M | 2X          | 401        | 0.00      | 1.00     |
| 10/15/2023                           | 4400000009  | Bosas, Rebecca M | 2X          | 401        | 0.00      | 1.00     |
| 10/16/2023                           | 4400000009  | Bosas, Rebecca M | REG         | 401        | 2.00      | 0.00     |
| 10/16/2023                           | 4400000009  | Bosas, Rebecca M | REG         | 401        | 4.00      | 0.00     |
| 10/16/2023                           | 4400000009  | Bosas, Rebecca M | REG         | 401        | 1.00      | 0.00     |
| 10/16/2023                           | 4400000009  | Bosas, Rebecca M | REG         | 401        | 1.00      | 0.00     |



From: 10/01/2023 To: 10/31/2023

Grouped By: Employee ID

| Date                                 | Employee ID | Employee Name     | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-------------|-------------------|-------------|------------|-----------|----------|
| 10/17/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/17/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/17/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/17/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 3.00      | 0.00     |
| 10/18/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/18/2023                           | 4400000009  | Bosas, Rebecca M  | VAC         | 401        | 4.00      | 0.00     |
| 10/18/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/18/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/19/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/19/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/19/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 3.00      | 0.00     |
| 10/19/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/19/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/19/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/20/2023                           | 4400000009  | Bosas, Rebecca M  | VAC         | 401        | 5.00      | 0.00     |
| 10/20/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/20/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| -----                                |             |                   |             |            | 40.00     | 4.00     |
| Total For Employee: 4400000009       |             |                   |             |            |           |          |
| 10/16/2023                           | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/17/2023                           | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/18/2023                           | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/19/2023                           | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/20/2023                           | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| -----                                |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4400000016       |             |                   |             |            |           |          |
| 10/16/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/16/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 5.00      | 0.00     |
| 10/16/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 2.00      | 0.00     |
| 10/17/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| 10/18/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/18/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 7.00      | 0.00     |
| 10/19/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 2.00      | 0.00     |
| 10/19/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 2.00      | 0.00     |
| 10/19/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 4.00      | 0.00     |
| 10/20/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 0.50      | 0.00     |
| 10/20/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 0.50      | 0.00     |
| 10/20/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 0.50      | 0.00     |
| 10/20/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 2.50      | 0.00     |
| 10/20/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/20/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/20/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| 10/20/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 1.00      | 0.00     |
| -----                                |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4400000018       |             |                   |             |            |           |          |
| Hours for Week Beginning: 10/21/2023 |             |                   |             |            |           |          |
| -----                                |             |                   |             |            |           |          |
| 10/23/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 3.00      | 0.00     |
| 10/23/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 5.00      | 0.00     |
| 10/24/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 4.00      | 0.00     |
| 10/24/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 4.00      | 0.00     |
| 10/25/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 8.00      | 0.00     |
| 10/26/2023                           | 4100000004  | Wright, David L   | VAC         | 401        | 8.00      | 0.00     |
| 10/27/2023                           | 4100000004  | Wright, David L   | VAC         | 401        | 8.00      | 0.00     |
| -----                                |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4100000004       |             |                   |             |            |           |          |
| 10/23/2023                           | 4100000005  | Sandford, Jay E   | REG         | 401        | 4.00      | 0.00     |
| 10/23/2023                           | 4100000005  | Sandford, Jay E   | REG         | 401        | 1.00      | 0.00     |
| 10/23/2023                           | 4100000005  | Sandford, Jay E   | REG         | 401        | 1.00      | 0.00     |
| 10/23/2023                           | 4100000005  | Sandford, Jay E   | REG         | 401        | 2.00      | 0.00     |
| 10/24/2023                           | 4100000005  | Sandford, Jay E   | REG         | 401        | 1.00      | 0.00     |

From: 10/01/2023 To: 10/31/2023

Grouped By: Employee ID

| Date                           | Employee ID | Employee Name     | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------|-------------|-------------------|-------------|------------|-----------|----------|
| 10/24/2023                     | 4100000005  | Sandford, Jay E   | PERS        | 401        | 1.00      | 0.00     |
| 10/25/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 2.00      | 0.00     |
| 10/25/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 4.00      | 0.00     |
| 10/25/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 2.00      | 0.00     |
| 10/26/2023                     | 4100000005  | Sandford, Jay E   | VAC         | 401        | 8.00      | 0.00     |
| 10/27/2023                     | 4100000005  | Sandford, Jay E   | REG         | 401        | 8.00      | 0.00     |
| -----                          |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4100000005 |             |                   |             |            |           |          |
| 10/23/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 3.00      | 0.00     |
| 10/23/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 4.00      | 0.00     |
| 10/23/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/24/2023                     | 4100000006  | Lloyd, Robert W   | PERS        | 401        | 1.00      | 0.00     |
| 10/24/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 3.00      | 0.00     |
| 10/24/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 2.00      | 0.00     |
| 10/24/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 2.00      | 0.00     |
| 10/25/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 3.50      | 0.00     |
| 10/25/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 4.50      | 0.00     |
| 10/26/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/26/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 6.00      | 0.00     |
| 10/26/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/27/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/27/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/27/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/27/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 2.00      | 0.00     |
| 10/27/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/27/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/27/2023                     | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| -----                          |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4100000006 |             |                   |             |            |           |          |
| 10/23/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 3.00      | 0.00     |
| 10/23/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/23/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/23/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/23/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/24/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/24/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 7.00      | 0.00     |
| 10/25/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/25/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/25/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/25/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/25/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 3.00      | 0.00     |
| 10/25/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/26/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/26/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/26/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/26/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
| 10/26/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
| 10/26/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/26/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
| 10/27/2023                     | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 8.00      | 0.00     |
| -----                          |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4400000009 |             |                   |             |            |           |          |
| 10/23/2023                     | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/24/2023                     | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/25/2023                     | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/26/2023                     | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/27/2023                     | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| -----                          |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4400000016 |             |                   |             |            |           |          |
| 10/23/2023                     | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 3.00      | 0.00     |

From: 10/01/2023 To: 10/31/2023

Grouped By: Employee ID

| Date                                 | Employee ID | Employee Name     | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-------------|-------------------|-------------|------------|-----------|----------|
| 10/23/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 5.00      | 0.00     |
| 10/24/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 4.00      | 0.00     |
| 10/24/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 4.00      | 0.00     |
| 10/25/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| 10/26/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| 10/27/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| -----                                |             |                   |             |            | 40.00     | 0.00     |
| Total For Employee: 4400000018       |             |                   |             |            |           |          |
| Hours for Week Beginning: 10/28/2023 |             |                   |             |            |           |          |
| -----                                |             |                   |             |            |           |          |
| 10/30/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/30/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/30/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 4.00      | 0.00     |
| 10/30/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/30/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/31/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/31/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 3.00      | 0.00     |
| 10/31/2023                           | 4100000004  | Wright, David L   | VAC         | 401        | 2.00      | 0.00     |
| 10/31/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| 10/31/2023                           | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| -----                                |             |                   |             |            | 16.00     | 0.00     |
| Total For Employee: 4100000004       |             |                   |             |            |           |          |
| 10/30/2023                           | 4100000005  | Sandford, Jay E   | REG         | 401        | 8.00      | 0.00     |
| 10/31/2023                           | 4100000005  | Sandford, Jay E   | REG         | 401        | 8.00      | 0.00     |
| -----                                |             |                   |             |            | 16.00     | 0.00     |
| Total For Employee: 4100000005       |             |                   |             |            |           |          |
| 10/30/2023                           | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/30/2023                           | 4100000006  | Lloyd, Robert W   | REG         | 401        | 7.00      | 0.00     |
| 10/31/2023                           | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/31/2023                           | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/31/2023                           | 4100000006  | Lloyd, Robert W   | REG         | 401        | 4.00      | 0.00     |
| 10/31/2023                           | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| 10/31/2023                           | 4100000006  | Lloyd, Robert W   | REG         | 401        | 1.00      | 0.00     |
| -----                                |             |                   |             |            | 16.00     | 0.00     |
| Total For Employee: 4100000006       |             |                   |             |            |           |          |
| 10/30/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 8.00      | 0.00     |
| 10/31/2023                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 8.00      | 0.00     |
| -----                                |             |                   |             |            | 16.00     | 0.00     |
| Total For Employee: 4400000009       |             |                   |             |            |           |          |
| 10/30/2023                           | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| 10/31/2023                           | 4400000016  | Bincsik, Robert J | REG         | 202        | 8.00      | 0.00     |
| -----                                |             |                   |             |            | 16.00     | 0.00     |
| Total For Employee: 4400000016       |             |                   |             |            |           |          |
| 10/30/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| 10/31/2023                           | 4400000018  | Leavitt, Mikel D  | REG         | 401        | 8.00      | 0.00     |
| -----                                |             |                   |             |            | 16.00     | 0.00     |
| Total For Employee: 4400000018       |             |                   |             |            |           |          |
| Grand Total:                         |             |                   |             |            | 1,056.00  | 8.00     |

| October 2023                | Beginning<br>Mileage | Ending<br>Mileage | Miles<br>Driven | Gallons<br>Gas Purchased | Gallons Diesel<br>Purchased |
|-----------------------------|----------------------|-------------------|-----------------|--------------------------|-----------------------------|
| #7-15 4WD P/U gas           | 50602                | 51137             | 535             | 63.1                     |                             |
| #2-08 4WD P/U gas           | 77248                | 77416             | 168             | 28.7                     |                             |
| #7-22 4 WD P/U gas          | 7210                 | 7767              | 557             | 55                       |                             |
| #12-02 DUMP diesel          | 35469                | 35469             | 0               |                          |                             |
| #21 WOOD CHIPPER diesel     |                      |                   | 0               |                          |                             |
| #9-07 STREET SWEEPER diesel | 19363                | 19523             | 160             |                          | 154.4                       |
| #5-18 KUBOTA (hours)        | 937                  | 946               | 9               | 3                        |                             |
| #1-20 4WD P/U diesel        | 5829                 | 5829              | 0               |                          |                             |
| #3-08 4WD P/U gas           | 85603                | 85763             | 160             | 22.9                     |                             |
| #10-18 4WD P/U diesel       | 33124                | 33577             | 453             |                          | 35.8                        |
| #8-22 CASE BACKHOE          |                      |                   | 0               |                          | 29                          |
| #6-16 2WD P/U gas           | 86079                | 86079             | 0               |                          |                             |
| #6-00 BACKHOE diesel        |                      |                   | 0               |                          |                             |
| #1-22 DUMP                  | 5309                 | 5309              |                 |                          |                             |
| #12-04 DUMP diesel          | 41692                | 41692             | 0               |                          |                             |
| #12-99 GENERATOR gas        |                      |                   |                 |                          |                             |
| #17 CASE BACKHOE diesel     |                      |                   |                 |                          |                             |
| #19 JD TRACTOR diesel       |                      |                   |                 |                          |                             |
| #9-22 PATCHER               |                      |                   |                 |                          |                             |
| #37 TRAIL ARROW             |                      |                   |                 |                          |                             |
| #10-15 GEN gas<br>gas can   |                      |                   |                 |                          |                             |
| <b>TOTAL</b>                |                      |                   | <b>2042</b>     | <b>172.7</b>             | <b>219.2</b>                |

# GENESEE COUNTY DRAIN COMMISSIONER'S OFFICE

-DIVISION OF-

## WATER & WASTE SERVICES

JEFFREY WRIGHT  
COMMISSIONER



G-4610 BEECHER ROAD. FLINT, MICHIGAN 48532-2617

PHONE (810) 732-7870. FAX (810) 732-9773

## Memorandum

DATE: November 6, 2023

TO: Senator John Cherry

FROM: Genesee County Drain Commissioner's Office – Water and Waste Services

SUBJECT: Water Affordability Bill Package (SB 549-554)

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The Genesee County Drain Commissioner's Office – Water and Waste Services (GCDC-WWS) supports the effort to assist under-served residents across our community in a myriad of ways, especially when it comes to water affordability. Access to safe drinking water is critical to the health and safety of our community, and every resident should have a viable pathway to obtaining needed public utilities.

GCDC-WWS is a wholesale water provider to nearly 20 local municipalities. These municipalities are the direct water providers to their local residents, and are the actual entities impacted by the current Water Affordability Package in front of the Housing and Human Services Senate Committee. The following concerns and suggestions related to this bill package were communicated to us by our Water and Waste Advisory Board, which is comprised of 43 elected and appointed officials from each Township, City, and Village our office serves.

- The bills have the real potential to place an economic hardship on local municipalities, creating an unfunded mandate. Local Townships, Cities, and Villages would be put in the position of being forced to raise water and sewer rates to pay for new software systems and additional staffing to adhere to the significant reporting requirements and track applicants.
- Most water providers run as an enterprise fund, meaning with any loss of revenue rates will increase. Any additional costs of labor or decrease in resources means rates will rise to residents.
- The shutoff provisions are cumbersome, tremendously restrictive, and place an impractical burden on the local municipalities. While onerous to every water provider, the threat of a shut-off is one of the only tools available to ensure payment from those with the ability to do so. It is critical for a community to retain this tool to as much a degree as possible to ensure mass non-payment which threatens the sustainability of the entire system.
- The 30-day window for application approval by the State of Michigan may not be realistic. It also creates a limbo period for local provider, allowing arrearages to increase.

- No initial income/asset verification exists for applicants, and no regular renewal process exists for those who are accepted into the program. This allows for potential fraud, potentially harming those underserved residents most in need of the program.
- The bills do not specify whether an application stays with an individual if they move across multiple addresses. If a beneficiary is transient does the application stay with that individual and does the arrearage follow?
- No ability for multi-family units to ever be assessed a shut-off notice.
- The 200% poverty level criteria in the bill package may allow for an unsustainable number of individuals to not have to pay for their water utility. In Michigan, the 200% poverty level for a family of 4 is nearly the median household income, meaning well over 1/3 of the state could be eligible. This could create a financial unsustainable program, leading to loss of revenue to local communities and increased billing to residents.
- The provider (meaning each local municipality) is required to establish a separate billing program software. This would have to be hand done for an interim period of time.
- Removes the rights of local communities to add arrearages to the tax roll, leaving financially stressed communities no ability to recoup these funds.
- Arrearage forgiveness is unclear, and does not have reimbursement mechanism for providers. Will the state reimburse communities if they have a funding shortfall?
- 98% of funds are allocated towards metered payments and administration, leaving only 2% for all other programs including arrearages, plumbing, and water loss.
- The fee is assessed unfairly, disproportionately harming individuals. Since the fee is by account and not a meter, a 1-person household is assessed the same level fee as a business, apartment complex management, or mobile home owner. The same \$2.00 that is assessed to each home will be assessed to a business that may use 1000x the amount of water.
- Decriminalization of water hook-ups goes too far by reducing the penalty to a civil infraction. This allows for increased fraudulent behavior by repeat offenders and large amounts of water theft. Indiscriminate water usage and contamination can also be a problematic side effects.
- The civil infraction also has no mechanism to return that money to the water provider.
- Administrative costs should be borne by the State of Michigan general fund.
- Water providers would prefer an amendment that would provide assurances the \$2.00 monthly charge remains in the same service area it is collected, even if a community does not have the ability (via lack of staff/funding) to establish their own program.
- The fee should be income based and a means test should be developed for the collection process. At the very least there should be an opt-out provision that would allow those at or near the poverty level to avoid having to pay the fee in the first place. This is exacerbated when the fee increases 50%.
- The fee has the potential to violated Bolt requirements, and may be deemed unconstitutional in any court challenge.

Since this bill package was only introduced on October 3<sup>rd</sup> of this year, it is our recommendation that the individual local communities be consulted before the bill package advances from the Housing and Human Services Committee and the Senate as a whole. This will give legislators a fuller understanding of any unintended consequences emanating from the passage of this legislation, and an opportunity to identify any other unintended impacts that these bills may have on the local provider.

Since these bills have generated significant questions and requests for clarification by local elected officials, GCDC-WWS would like to invite you and any of your colleagues to our regular Advisory Board meeting (held the 3<sup>rd</sup> Wednesday of each month) so that these community leaders may have an opportunity to discuss this issue before it is decided in Lansing.

#####



Senate Fiscal Agency  
P.O. Box 30036  
Lansing, Michigan 48909-7536



BILL ANALYSIS

Telephone: (517) 373-5383  
Fax: (517) 373-1986

Senate Bills 549 through 554 (as introduced 10-3-23)  
Sponsor: Senator Stephanie Chang (S.B. 549 & 551)  
Senator Rosemary Bayer (S.B. 550)  
Senator Jeff Irwin (S.B. 552)  
Senator Paul Wojno (S.B. 553)  
Senator Mary Cavanagh (S.B. 554)  
Committee: Housing and Human Services

Date Completed: 10-31-23

### **INTRODUCTION**

The bills would create a Low-Income Water Residential Affordability Program (Program) to ensure that a customer who had a household income of up to 200% of the Federal Poverty Guidelines or who was eligible for certain assistance programs did not pay more than 3% of the customer's household income on a water bill. The bills would create the Low-Income Water Residential Affordability Fund (Fund) and require customers who received water or sewage to pay a monthly \$2 fee on each retail water meter to be deposited into the Fund for the Program's implementation; the Department of Treasury (DoT) could adjust the fee annually after three years. In addition, a water provider could implement its own Program that corresponded with the Department of Health and Human Services' (DHHS) Program. The bills would require providers and the Water Affordability Task Force to submit certain reports to the DHHS and the Legislature concerning funding factors and Program information.

The bills would prohibit a provider from shutting off water services to a critical care customer and a customer enrolled in a Program within 120 days of delinquency and only after specified requirements were met. Customers that were unable to comply with a Program's requirements would have to undergo triage to prevent disenrollment and service shut off. The bills also would prohibit a person from tampering with a provider's service lines to restore water after a shut off because of an inability to pay and prescribe a civil fine, misdemeanor, or felony depending on the amount of damage arising out of a violation.

### **BRIEF FISCAL IMPACT**

The bills would establish the structure for a Program in Michigan, which would aim to support water providers in bridging the gap between customers' actual water bills and discounted bills provided through residential water affordability programs. The funding factor would start at \$2 per month per retail water meter and could increase annually by up to 10% to a maximum of \$3. The Fund, estimated to reach \$90.0 million in the first 18 months, could be used for administrative costs, bill discounts, arrearage payments, and water loss mitigation programs. The bills also could have fiscal impacts for the DoT, local courts, and water providers, as well as criminal penalties that could affect law enforcement and correctional facilities.

Proposed MCL 400.14n et al. (S.B. 549)  
Proposed MCL 400.14t (S.B. 550)  
MCL 750.282 & 750.383a (S.B. 552)  
777.16o & 777.16s (S.B. 553)  
Proposed MCL 554.601b (S.B. 554)

Legislative Analyst: Eleni Lionas  
Fiscal Analyst: Bobby Canell; Joe Carrasco Jr.  
John P. Maxwell; Elizabeth Raczkowski  
Cory Savino, PhD; Michael Siracuse

## **CONTENT**

**Senate Bill 549 would amend the Social Welfare Act to do the following:**

- Create the Program within the DHHS to ensure an eligible customer did not pay more than 3% of the customers household income on a water bill, subject to certain Program funding.
- Require the Program to apply immediately after its effective date to providers with 500 or more retail service connections and apply to all water providers in the State after 18 months.
- Allow a water provider to create an its own Program and specify that its own program would have to be comparable to the DHHS' Program.
- Require the DHHS and the DoT to project annually funding needs for the Program and, if funding were projected to be insufficient, identify alternative funding.
- Create a Program Task Force and prescribe the DHHS-appointed members.
- Require that the DHHS and DoT distribute money from the Fund created under Senate Bill 550 to make up the difference between an eligible customer's water bill and the total discounted water bill.
- Require providers to provide notice of its own Program or the DHHS' program and require the DHHS to notify all individuals who received benefit program services of a Program by January 1, 2025.
- Require the DHHS to develop a nonaffordability application form that would trigger an eligibility review for the Program.
- Establish payment tiers based on Federal Poverty Guidelines with corresponding percentages of household income caps.
- Create an appeal and complaint process for a customer to challenge the eligibility decisions or make a complaint about the Program.
- Require the DHHS or a program administrator to assess whether an eligible customer needed a household plumbing repair and pay for up to \$2,500 per household for a repair.
- Allow a customer who was enrolled in the Program to receive full forgiveness for an overdue balance if the customer's balance were no more than \$1,500 or allow an enrolled customer with over \$1,500 of overdue balance to be fully forgiven if the customer were enrolled in the Program and made timely payments for 24 months.

**Senate Bill 550 would amend the Social Welfare Act to do the following:**

- Create the Fund within the State Treasury and prescribe how the money in the Fund could be spent.
- Require 3% of the Fund to be spent for administrative costs and prescribe how the remaining money would be spent to implement the Program.
- Create a \$2 mandatory fee (funding factor) on each retail water meter payable by every customer receiving water or sewerage service from a provider.
- After three years, allow the DoT to adjust the funding factor by October 1 to apply January 1 of the succeeding year.
- Require providers to annually provide the Task Force with a report concerning the Program and funding factor.
- Require the Task Force to annually provide the Legislature with a report concerning the Fund and post the report on the DHHS' website.
- Allow the Attorney General (AG) to file a civil action against a provider that failed to include the funding factor in customer's bills.
- Allow customers or entities to donate to the Fund and designate any customer or entity that contributed more than \$5,000 a "water affordability champion."



**Senate Bill 551 would enact the "Water Shutoff Protection Act" to do the following:**

- Prohibit a provider from shutting off residential water service while a customer was part of a Program described in Senate Bill 549.
- Prohibit a provider from shutting off residential water for nonpayment within 120 days of the payment's due date.
- Prescribe the requirements for a water service provider to temporarily shut off a residential water service.
- Require a provider to contact a residential customer at least four times to notify the customer of a delinquent account and require the provider to keep records of such notices before shutting off service.
- Prescribe the requirements of delinquency notices.
- Allow a customer that had applied for a Program to pay \$10 a month to a provider to delay a shut off.
- Specify that a shut off could only occur between the hours of 8 AM and 3 PM.
- Prohibit a shut off from occurring on a day that the provider's restoration services were not available.
- Require a provider to provide restorative service upon payment or payment arrangements, including a payment plan or enrollment in a Program.
- Allow a provider to assess a maximum restoration fee of \$150 and prohibit the provider from issuing a shutoff fee.
- Require a customer who failed to comply with the Program to participate in triage to restore Program compliance and prevent disenrollment.
- Allow a Program administrator to create a renewal agreement for the triage process.
- Allow a provider to proceed with a shutoff process if a Program customer failed to comply with the triage.
- Prohibit a provider from shutting off services if the Fund created by Senate Bill 550 were insufficient.
- Allow the AG or a lawful occupant to file a civil action for damages, declaratory relief, or temporary or permanent injunctive relief for a violation of the Act.
- Require providers to take reasonable steps to provide equal language access to water services and vital information to residential customers.

**Senate Bill 552 would amend the Michigan Penal Code to prescribe penalties and fines to an individual who restored water at the person's residence that was shutoff due to an inability to pay.**

**Senate Bill 553 would add sentencing guidelines to the Code of Criminal Procedure for felonies proposed by Senate Bill 552.**

**Senate Bill 554 would amend landlord-tenant Act to do the following:**

- Allow a tenant in a metered or sub-metered rental premises to request a copy of water or sewer bills or a transfer of the bills to the tenant's name.
- Require a landlord to comply with either request.
- Prohibit a landlord from discriminating or retaliating against a tenant that made such a request.
- Require all rental agreements entered, renewed, or negotiated after the bill's effective date to include information on the tenant's rights to request and receive such information.

Senate Bills 549, 550, and 551 are tie-barred. Senate Bill 553 is tie-barred to Senate Bill 552.

Senate Bill 549 would take effect 180 days after its enactment. Senate Bill 551 would take effect one year after its enactment. Senate Bills 552 and 553 would take effect 90 days after its enactment.

All the bills but Senate Bill 553 are described in further detail below.

### **Senate Bill 549**

#### **Low-Income Water Residential Affordability Program**

The bill would create Program within the DHHS to address reduction or retiring of overdue water bill balances, and to ensure that an eligible customer's monthly water bill, including discounts, was based on the customer's household income. Subject to available funding in the Fund proposed under Senate Bill 550, the Program would have to ensure that the customer did not pay more than 3% of the household income on a water bill.

"Provider" would mean a community water supply that is publicly or privately owned and provides retail water service in the State.

"Eligible customer" would mean a provider's customer whose household income does not exceed 200% of the Federal poverty guidelines or who meets any of the following requirements:

- Has received assistance from a State Emergency Relief Program within the past year.
- Receives food assistance under the Federal Supplemental Nutrition Assistance Program (SNAP) administered by State.
- Receives medical assistance administered under the Act.
- Receives assistance under the Michigan Energy Assistance Program.
- Receives assistance under the Special Supplemental Nutrition Program for Women, Infants, And Children (WIC).
- Receives supplemental security income.
- Receives assistance under the Weatherization Assistance Program.

"Water bill" would mean a request from a provider to a retail water customer for payment for water service. The term would include a request for payment of sewer, stormwater, or other related services if the provider charges for those services. "Retail water customer" would mean a residential or nonresidential customer receiving a water bill for water service. "Residential customer" would mean an individual who is either receiving or is eligible to receive water service at that individual's primary residence.

The DHHS would have to develop and, with the assistance of third-party organizations, administer the Program to customers of a water provider that chose to use the DHHS' Program. On an annual basis, the DHHS and the DoT would have to prepare projections to determine the estimated funding that would be required to offer applicable Program benefits to all enrolled and eligible customers and projected eligible applicants who could enroll for the coming fiscal year. If the projections reflected that the required funding would be insufficient, the DHHS, the DoT, and the Low-income Water Affordability Program Task Force (Task Force) would have to identify alternative funding sources or adjust Program benefits in a manner that could be sustained through available funding. The DHHS, in consultation with the Task Force and the DoT, would have final decision-making authority to ensure Program benefits did not exceed revenue collected. The DHHS, DoT, and the Task Force would have to prioritize Program benefits designed to provide eligible applicants with household income-based water bills over other program benefits, based on available funding. Reducing the Program benefits

corresponding with the tier with the lowest household income could only occur if all other alternatives had been exhausted.

The Program would have to begin 18 months after collection for the Fund began and would immediately apply to providers with 500 or more retail water service connections. The Program would apply to all water providers in the State 18 months after the Program's initiation.

#### Low-income Water Affordability Program Task Force

Within 30 days after the bill's effective date, the DHHS would have to create the Task Force.

The Director of the DHHS would have to appoint at least the following members of the Task Force:

- Representatives of a water provider with a population served of less than 3,300.
- A water provider with a population served of between 3,300 and 10,000.
- A water provider with a population served of over 10,000.
- Representatives of water and sewerage customer advocacy groups
- Representatives of community action agencies.
- Representatives of municipal governments.
- Environmental groups.

The Task Force would have to do all the following:

- Discuss, and advise the DHHS on, best practices for administering the Program.
- Within nine months of the bill's effective date, develop further guidance for the Program.
- Work with the DHHS to develop educational outreach materials about the Program.
- Seek additional funding sources for the Program.
- Explore ways to expand the Program to include more types of water providers.

Under the bill, the DHHS would have to implement the plan on further guidance within 18 months of the bill's effective date.

The DHHS would have to collaborate with the DoT to distribute money from the Fund to the water providers to make up the difference between the total of customers' actual water, sewerage, and stormwater bills and the total discounted water and sewerage bills provided through the DHHS' or a provider's Program. The DHHS would also have to collaborate with the DoT to distribute funds to assist with plumbing repairs and other necessary repairs and the DoT would have to set aside a specific funding amount for plumbing repairs.

The DHHS would have to collaborate with the DoT to distribute funds to third-party organizations that the DHHS collaborated with to administer the Program to cover the administrative costs.

#### Program Notice

Each provider would have to give notice to its customers regarding the availability of either the DHHS' Program or the provider's own Program, if it had one, and the process to apply for that Program. The notice described above would have to be given to each customer in writing on the customer's water bill and by posting on the provider's website if the provider maintained a website.

Beginning January 1, 2025, the DHHS would have to inform all individuals receiving benefit program services from the DHHS regarding the availability of the Program and the process to apply for that Program.

### Nonaffordability Requirements

"Nonaffordability application" would mean a form that the DHHS must develop to trigger an income eligibility review for the Program. The nonaffordability application would have to include the option of authorization for release of the customer's information to the provider and the option for indicating consent to receive telephonic communications about the Program.

Within 30 days after the DHHS or program administrator received a signed nonaffordability application, the program administrator would have to complete an income eligibility review to determine if the individual were eligible. The DHHS or the program administrator would have to ensure that the application was as simple and accessible as possible. The application would have to include an authorization for release of the customer's information to the provider and an authorization for the program administrator to call the individual on the telephone or send a text message about the affordability program. The DHHS or program administrator would determine eligibility. The DHHS or program administrator would have to notify immediately the provider it had begun an eligibility review and that the provider could not pursue shutoff during the review. The DHHS or program administrator would have to send notification to the applicant and the provider about the results of the eligibility review promptly once that review was completed.

"Program administrator" would mean the DHHS, provider, or third-party organization that administers a Program.

In addition to any other verification of income accepted by the Program administrator, the Program administrator could accept a Federal income tax return as documentation of income. When applicable, the Program administrator would have to use publicly available information regarding standard benefit amounts for supplemental security income and temporary assistance for needy families. An applicant would have no obligation to provide confirmation of the amount of benefits the applicant received from supplemental security income. Among other documents as determined by the Program administrator, the Program administrator would have to consider the customer's enrollment in the Low-Income Home Energy Assistance Program, SNAP, WIC, supplemental security insurance, the Weatherization Assistance Program, or the customer's self-verification of income or lack of income as proof of the customer's eligibility in the form of a written customer statement regarding income or lack of income.

The DHHS could contract or collaborate with a third-party organization that collected or processed household income information to complete the income eligibility review to determine if an individual met the Program's requirements, notify the applicant and provider, or perform other functions necessary for implementing the Program.

### Program Tiers

The DHHS would have to create tiers of eligible customers for the Program based on household income level compared to the Federal Poverty Guidelines and the corresponding discounts, credits, or percentage of household income caps on water bills for each tier, in consultation with the Task Force. A water provider could use discounts, credits, or other methods to result in water bills that met the percentage of required household income-based payments.

The tiers would have to include the following:

- A tier for households where the household income was no more than 135% of the Federal Poverty Guidelines for which the corresponding cap would have to be 2% of household income or a standardized household contribution of 2% of the average household income for households with income between 0% and 135% of the Federal Poverty Guidelines within the provider's water service area.
- A tier for households where the household income was greater than 135% but not more than 200% of the Federal Poverty Guidelines for which the corresponding cap would have to be 3% of household income or a standardized household contribution of 3% of the average household income for households with income between 135% and 200% of the Federal Poverty Guidelines within the provider's water service area.

The bill would require the DHHS to adjust the standardize household contribution based on the DoT's projections of available funding on an annual basis. The available funding would have to include a projection for at least 10% Fund balance remaining at the fiscal year's end.

If, upon determination of the individual's household income, the Program administrator found that the individual were an eligible customer, the Program administrator would have to provide that information, as well as the eligible customer's household income, to that eligible customer's provider. Upon receipt of the information from the Program administrator, the eligible customer's provider would have to provide a discount, credit, or other method on the eligible customer's water bill to result in a bill that was affordable based on the eligible customer's household income as determined by the Program administrator. The provider could not provide a discount or credit if the eligible customer's prediscount precredit bill amount would be lower than the bill amount after application of the discount or credit. The discount or credit would apply to the entire water bill, which would include, any rider, fee, surcharge, or funding factor.

"Low-income water residential affordability funding factor" or "affordability funding factor" would mean a mandatory fee on each retail water meter payable by every customer receiving water or sewerage service from a provider.

The Program administrator would have to inform the individual of the eligibility determination. If the individual were an eligible customer, the Program administrator would have to provide him or her with information regarding the Program and the rate to be charged by the provider.

The DHHS would have to develop a process and timeline for redetermination based on the recommendations of the Task Force. Under the bill, there could not be a time limit on a customer's enrollment in a Program.

#### Complaint or Appeal

The DHHS would have to establish or refer customers to a system of appeal and complaint process in which a customer could challenge a Program administrator's decision on eligibility at any point or submit a complaint regarding the Program. Upon the customer's filing an appeal, the Program administrator would have to notify the provider to place a hold on the customer's account to cease collection or service disconnection until the hearing process was complete.

The Program administrator would have to make a good-faith effort to assess whether an eligible customer needed household plumbing repair to address a leak or other plumbing or water service issue. The DHHS or contracted third party organization would have to connect the eligible customer with resources to fix the water service issue and pay for the necessary

minor repair up to \$2,500 per household. The program administrator would have to establish a waiver process to issue over \$2,500 for plumbing repairs if the customer demonstrated an extreme need.

### Water Liabilities

Timely payment, as defined by the water provider, of a water bill would have to satisfy the customer's current water liability so that there were no addition to that customer's overdue balance.

A customer who was enrolled in the Program would have to receive full forgiveness of the individual's overdue balance if, on the date the individual were enrolled, the individual's overdue balance were less than or equal to \$1,500. If, on the date the individual enrolled in a Program, that individual had an overdue balance of more than \$1,500, that individual would have to receive forgiveness of half the current overdue balance. After 12 months of successful participation in the Program, that individual with over \$1,500 in original overdue balances would have to have up to \$1,500 in additional overdue balances forgiven.

A customer who was enrolled in the Program for 24 months and who made timely payments on the individual's water bills for 24 months would have to receive forgiveness of the remainder of the individual's overdue balance if the balance were greater than \$1,500 when the individual enrolled in the Program. The Program administrator could request to the DHHS that an amount exceeding \$1,500 be forgiven if the individual had an extreme need.

Upon enrollment, and while a customer remained eligible and enrolled in the Program, a provider could not certify to property tax any amount of overdue balance subject to forgiveness.

### Water Provider's Own Program

A water provider could design and implement its own Program rather than use the DHHS' Program, if its Program met the following criteria:

- The program was designed so that an individual enrolled in its Program did not pay more than 3% of that individual's household income on either the water bill or the discounted water bill, whichever resulted in a lower amount to be paid.
- The provider maintained records of the customers enrolled in the program and relevant data and made those records and data available to the DHHS.
- The provider considered the customer to be an eligible customer or a more generous threshold.
- Other criteria as determined by the DHHS.

A water provider could partner with a community action agency, united way organization, or other community organization to implement its Program.

If a provider designed and implements its own Program and the provider already had a water affordability or assistance program, the provider would not need to require a customer who was already enrolled in the provider's water affordability or assistance program to reapply for a program funded by the water affordability funding factor.

A water provider that designed and implemented its own Program would have to submit its program plan to the DHHS for review and approval and receive an approval letter from the DHHS. The DHHS would have to review program plans and provide the provider with any

recommended or required changes. The water provider would have to provide updates to the DHHS about any substantive change to the program planned after receiving initial approval.

If at any point the water provider identified that its Program would not have sufficient resources to continue, the water provider would have to notify the DHHS within 90 days and detail what steps were being taken to attempt to address the situation. The DHHS would have to collaborate with the water provider to identify potential strategies.

A water provider that designed and implements its own Program could create more than 2 tiers in its tier system.

If a water provider chose not to design and implement its own Program, it would have to use the DHHS' Program.

If an individual applied to the DHHS or contracted third party organization for the DHHS and the individual were a customer of a provider that had its own Program, the DHHS or third-party organization would have to forward the application to that customer's provider's plan administrator.

### **Senate Bill 550**

#### **Fund Creation and Disbursal**

The bill would create the Fund within the State Treasury.

The State Treasurer could receive money or other assets from any source for deposit into the Fund. The Treasurer would have to direct the investment of the Fund and would have to credit interest and earnings from its investments to the Fund.

Money in the Fund at the close of the fiscal year would have to remain in the Fund and could not lapse into the General Fund.

The DoT would be responsible for collecting and auditing related funds.

Upon appropriation, the DoT would have to spend 3% of the Low-Income Water Residential Affordability Program Fund to the DHHS for administrative costs of the Program. The remaining balance of the Fund would have to be spent on providers for the following:

- A maximum of 15% for the actual administrative costs associated with the implementation of the Program.
- Payment or advancement to providers for income-based bill discounts, income-based bill caps, or income-based rates.
- Overdue balance payments.
- Water loss mitigation programs administered by third party organizations such as home plumbing audits and minor plumbing repairs.

Subject to the expenditures from the Fund after the first 3% were spent, the benefits would have to be provided to eligible customers for the DHHS' Program or the provider as described in [Senate Bill 549](#). At least 80% of the funding received by a provider would have to be spent on the payment or advancement to providers for income-based bill discounts, income-based bill caps, or income-based rates unless otherwise approved by the DHHS.

The DHHS would have to disburse funding to providers at least quarterly for all items listed above but for the original 3% administrative costs.

### Low-income Water Residential Affordability Funding Factor.

Subject to certain limitations, the low-income water residential affordability funding factor would have to be a fee of \$2 per month per retail water meter, or the equivalent based on the provider's billing cycle. The funding factor could not exceed \$3 or result in total collections that were 10% greater than the total amount collected in the previous year, whichever was less.

After three years, the DoT could adjust the funding factor annually based on Task Force recommendations. Any adjustment to the funding factor would have to be determined by the DoT no later than October 1 and would take effect on January 1 of the succeeding year.

The affordability funding factor would have to be considered as part of the total bill for the purposes of considering water affordability based on household income caps in the Program.

Providers would have to include the low-income water residential affordability funding factor on all retail water bills. Providers could list the low-income water residential affordability funding factor as a separate line item on residential customer bills or incorporate the funding factor into their retail water rates. Payment for services collected by providers would have to first apply to satisfy these requirements and would have to be remitted to the State Treasurer for deposit in the Fund on a regular cycle that matched the remitting providers' billing cycle but no later than 30 days after the last day of the billing cycle.

### Report

After the first full year of collection, by April 1, the provider would have to annually provide the Task Force with the following information regarding the low-income water residential affordability funding factor:

- The number of retail water meters for which a bill was sent subject to the low-income water residential affordability funding factor on June 30 and December 31 of the previous calendar year.
- The total amount of money collected by the provider from the low-income water residential affordability funding factor.
- The total amount of money not collected by the provider from the low-income water residential affordability funding factor.
- The total amount of money remitted by the provider to the state treasurer from the low-income water residential affordability funding factor.
- The total amount of administrative costs associated with administering or implementing the Program.

By July 1 of each year, the Task Force would have to provide annually a report to the Legislature and post that report on the DHHS' website. The report would have to include the following:

- The information from the adjustment of a funding factor based on recommendations by the Task Force.
- The total amount of money remitted to each provider.
- Any recommended adjustments to the Program or Fund.
- The total amount of administrative costs associated with administering or implementing the Program.

These provisions would not give the Michigan Public Service Commission the power to regulate a public water utility.



The AG could enforce these provisions against a provider that failed to include the low-income water residential affordability funding factor on all retail water bills or remit the money collected from the affordability funding factor by filing a civil action in the circuit court in the county where the provider did business. Specifically, a provider would not be subject to liability for the affordability funding factor fees included on retail water bills but not collected through the provider's normal business practices.

The DoT would have to create a mechanism through which a retail water customer or philanthropic entity could donate funds into the Fund. Any entity that contributed more than \$5,000 would have to receive a "water affordability champion" designation.

### **Senate Bill 551**

#### **Temporary Shutoff Allowance and Shutoff Prohibition**

The bill would enact the "Water Shutoff Protection Act" and specify that a provider could shut off service temporarily to all residential customers, for reasons of health or safety, in a State or National emergency, or if a residential customer had not paid a delinquent account. When a provider shut off service for reasons of health or safety, the provider would have to leave a notice at the premises.

A provider could temporarily shut off water to critical care customers, for reasons of health or safety or a State or National emergency, but could not shut off service for nonpayment of a delinquent account if the critical care customer provided documentation saying such. "Critical care customer" would mean a residential customer who requires, or has a household member who requires, water or sanitation for home medical equipment, a life-support system, or treatment or therapy to reduce a public health risk, or has a communicable disease, and provides appropriate documentation to a provider from a physician or medical facility that identifies the medical equipment, life-support system, treatment, or therapy and certifies that an interruption of service would be immediately life-threatening or cause harmful health consequences.

"Delinquent account" would mean an account or bill for which there is a delinquency. "Delinquency" would mean the measure by which a provider determines a payment is late or overdue.

A provider could not shut off service to a residential customer if a residential customer has entered and remained in compliance with a payment plan or Program created under Senate Bill 549. A provider could not shut off service for nonpayment until the payment was delinquent for at least 120 days.

#### **Shut-off Notification Requirements**

A provider could not shut off service because a residential customer had not paid a delinquent account unless the provider contacted the residential customer at least four times using at least two of the following methods, as practicable:

- Posted a delinquency notice on the door of the premises to be shut off and, if the account customer had a separate mailing address, mailed a delinquency notice to that address within 60 to 90 days before the date of a proposed shutoff, that notified the occupant of the property of a delinquency in payments and informed the occupant of any applicable payment plans or Programs.
- Made a personal visit to the premises where shutoff of service was proposed and direct contact was made with the head of household notifying that individual of a delinquency in

payments and of any applicable payment plans or Programs by an agent of the provider or third-party organization.

- Made a personal or automated telephone call to the telephone number identified on the customer account where direct contact was made or a message was recorded notifying that individual of a delinquency in the payments and of any applicable payment plans or Programs.
- Sent a direct text message to the telephone number identified on the customer account notifying that individual of a delinquency in payments and of any applicable payment plans or Programs.
- Sent a written notice by first-class mail to the premises where shutoff of service was proposed notifying the account customer of a delinquency in payments and of any applicable payment plans or Programs.

Providers would have to maintain a record of the date a delinquency notice was posted, a record of a date direct contact was made, a record of the date a call was made, a record of the date a text message was sent, or a date a record of written notice was sent.

At least one of the contacts made by the provider would have to be a posted delinquency notice on the door of the premises as described above.

#### Shut-off Notification Information

All written and oral notices of shutoff would have to contain at least the following information:

- The address at which service was provided.
- A clear and concise statement of the reason for the proposed shutoff of service.
- The date on or after which the provider could shut off service, unless the residential customer took appropriate action, and a description of the available courses of action to prevent a shutoff or to restore service following a shutoff.
- A statement that the provider would not shut off service if a residential customer entered and remained in compliance with a payment plan or Program.
- The telephone number and address of the program administrator where the residential customer could make an inquiry, enter a payment plan or Program, or petition the provider in accordance with the provider's rules to dispute a delinquent account.
- A statement that if the residential customer that received the notice were a tenant whose landlord was responsible for the water bill, the tenant should contact the landlord and provider immediately.

The bill would specify that if a tenant received notice that the statement would not preclude a provider from offering additional options for the tenant to maintain service.

#### Delaying Shut-off

Except as otherwise provided, a provider would have to delay shutoff of service to a residential customer that paid at least \$10 per month, or another amount approved by the provider, on a delinquent account and had applied for enrollment in a Program with the provider, the DHHS, or a third-party organization that administered a Program.

A provider would not be required to delay shutoff of service if any of the following applied:

- The residential customer applied to a Program and 10 business days had passed since the Program administrator determined that the residential customer was not eligible.
- The residential customer applied to a Program and was determined to be eligible but did not enroll in the Program within 10 business days.

- The residential customer paid at least \$10 per month but did not apply to a Program by submitting an application within 10 business days after the date the final notice of shutoff was issued.

"Eligible customer" would mean a residential customer whose household income does not exceed 200% of the Federal Poverty Guidelines, as published annually in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or who meets any of the following requirements:

- Has received assistance from a State emergency relief program within the past year.
- Receives food assistance under SNAP.
- Receives medical assistance administered by the State under the social welfare act.
- Receives any other form of Federal or State public assistance.

### Service Shut-off

A provider could shut off service to a residential customer on the date specified in the notice of shutoff or at a reasonable time following that date. If a provider did not shut off service and mailed a subsequent notice, then the provider could not shut off service before the date specified in the subsequent notice. Shutoffs would have to occur only between the hours of 8 AM and 3 PM.

A provider could not shut off service on a day, or a day immediately preceding a day, when the services of the provider were not available to the general public for the purpose of restoring service.

The day before or the day of the planned shutoff of service, an employee or agent of or a third-party organization contracted with the provider would have to call or send a text message to the telephone number and send an email to the email address, if provided, identified on the customer account notifying the residential customer of the planned shutoff. If the provider did not have a valid telephone number or email address on the customer account, the provider would have to make a notation and could proceed with the planned shutoff.

An employee or representative of a provider would have to leave notice of the service shut off. The notice would have to state that service had been shut off and contain the address and telephone number of the provider where the residential customer could arrange to have service restored.

When a shutoff was completed using meters with remote shutoff and restoration capacity, the provider would have to advise the residential customer on how to arrange for service to be restored.

A provider could not do any of the following:

- Shut off service because a residential customer had not paid for concurrent service received at a separate metering point, residence, or location.
- Shut off service because the property owner, who was the residential customer on record, had not paid for service at a premises lawfully occupied by another person.
- Shut off service if the amount the residential customer had not paid for service was the subject of an unresolved dispute under the provider's dispute resolution process.
- Shut off service to a multi-unit dwelling where at least one unit was not sub-metered and was lawfully occupied.

The bill would specify that if a property owner were not occupying the premises at which service was delivered, a provider could shut off service if proper notice had been given, and the property owner supplied a written, certified statement, on a form and in a manner prescribed by the provider, that the premises were not lawfully occupied and the premises were in fact not lawfully occupied.

"Lawful occupant" would mean an individual who resides in a home and who has a valid lease, rental agreement, or affidavit of tenant responsibility for the water bill.

### Service Restoration

After a provider shut off service, the provider would have to restore service on the residential customer's request when the cause of the shutoff had been cured or payment arrangements had been made. This could include a payment plan or enrollment in a Program.

When a provider was required to restore service at the residential customer's meter manually, the provider would have to make reasonable efforts to restore service on the day the residential customer requested restoration. Except for reasons beyond its control, the provider would have to restore service within the first working day after the residential customer's request.

For providers using meter technology with remote shut-off and restoration capability, service would have to be restored no later than the first working day after the residential customer requested restoration, except in the case of documented equipment failure.

A provider could assess the residential customer a reasonable charge for restoring service. The charge could not exceed \$150 or the actual cost, whichever was less. A provider could not charge a residential customer a fee for a shutoff of service.

A provider would first have to apply payments received to the costs incurred for services for the oldest debt.

### Triage after Noncompliance with a Program

If an eligible customer failed to comply with the terms and conditions of a Program, the eligible customer would have to be referred to a Program administrator for triage before a provider could shut off service to a residential customer. The referred would have to participate in triage to restore compliance with and prevent disenrollment from the Program. Within 10 business days after a residential customer was referred, the Program administrator would have to send a letter by first-class mail to the premises that received service from the provider, and, if the residential customer had a separate mailing address, to that address. The letter would have to state all the following information:

- The start date of noncompliance.
- The reason for noncompliance and a statement of goals to engage the residential customer to ensure future compliance.
- The date for a triage meeting, which could take place by phone, virtually, or in person, with the program administrator, scheduled within 10 business days after the letter was postmarked.
- A statement that an extension for a triage meeting could be granted for good cause, as determined by the Program administrator, and if no good cause were shown, failure to attend the triage meeting could result in disenrollment.
- A summary of the requirements to maintain eligibility in the Program.

- A statement that the residential customer had 10 business days after the triage meeting to comply with triage requirements.

The Program administrator could create a renewal agreement with the DHHS or provider to use during the triage process. The agreement would have to include all the following information:

- A statement of goals to engage the residential customer to ensure future compliance, including a payment plan and schedule, participation expectations, and additional household support that would be provided to the residential customer following triage.
- A list of triage requirements to maintain compliance in the Program.

The Triage requirements could include the following:

- A minimum payment.
- A restart of the residential customer's Program calendar.
- The forgiveness of any amount owed on the delinquent account.
- Removal of any fees or charges on the delinquent account.
- A copayment credit on the delinquent account.
- Any other options for successful outcomes available through the Program.

The Program administrator would have to advise a provider if a residential customer failed to comply with the triage process or a renewal agreement, and the provider could proceed with the shut-off process.

A provider could develop policies and procedures to delay shutoff for residential customers who faced temporary financial hardship due to recent loss of a job, medical bills, or other extenuating circumstances. If the provider maintained a website, the provider would have to post its policies and procedures on the website.

#### Additional Provisions

A provider could not threaten to shut off service when the provider had no intent to terminate service or when termination of service were otherwise prohibited by law.

The Act's provisions would not apply to a shutoff at a premises if a property owner provided the provider a notarized statement that the premises were not lawfully occupied and the premises were in fact not lawfully occupied.

If the DoT projected that the funding required to implement a Program did not exist in the Fund proposed by Senate Bill 550 and determined that adjustments had to be made, the provider could not shut off service to an eligible customer that entered into and remained in compliance with a Program.

The AG or any residential customer or other lawful occupant of a premises subject to the proposed Act could enforce the Act by filing a civil action in the circuit court in the county where the residential customer lived or the provider did business. In any civil action commenced under this section, the plaintiff could obtain damages, declaratory relief, or temporary or permanent injunctive relief for any violation of the Act. A residential customer or other lawful occupant that prevailed in a civil action would be entitled to reasonable attorney fees and costs.

A provider would have to take reasonable steps to provide equal language access to water service and vital information for residential customers with limited English proficiency. "Equal

language access" would mean the ability to receive information and to participate in and benefit from water service at a level equal to English-proficient individuals.

### **Senate Bill 552**

Among other things, the Michigan Penal Code prohibits a person from tampering with a water, steam, or gas companies service lines. A person who violates these prohibitions is guilty of a misdemeanor if the value of the water, steam, gas, or propane used, burned, or wasted, or the damage caused is under \$500. The person is guilty of a felony for a violation resulting in over \$500 worth of damages .

The bill would specify that a person that violated the prohibitions generally described above by restoring water service to the person's lawfully occupied residence after a water service shutoff due to an inability to pay for water and sewer service, provided that no metering device or backflow prevention device was damaged, would be responsible for a State civil infraction as follows:

- For a first offense, the person could be ordered to perform up to 50 hours of community service.
- For a second offense, the person could be fined up to \$250 or ordered to perform up to 50 hours of community service, or both.
- For a third or subsequent offense, the person could be fined up to \$500 or ordered to perform up to 100 hours of community service, or both.

Additionally, a person described above who was issued a citation for a violation would have to be referred to a Program, if available.

The Code also prohibits a person from unlawfully tampering with or destroying any machinery, tools, equipment, telephone line or post, telegraph line or post, telecommunication line, tower, or post, electric line, post, tower or supporting structures, electric wire, insulator, switch, or signal, natural gas pipeline, water pipeline, steam heat pipeline or the valves or other appliances or equipment appertaining to or used in connection with those lines, or any other appliance or component of the electric, telecommunication, or natural gas infrastructure that is the property of a utility. Generally, a person who violates this provision is guilty of a felony with up to five years' imprisonment or a maximum fine of \$5,000, or both.

The bill would specify that this provision would apply to an appliance or component of a water utility.

Under the bill, a person who violated the provision described above by restoring water service to the person's residence after a water shutoff to the residence due to an inability to pay for water and sewer service, provided that no metering device or backflow prevention device was damaged, bypassed, or rendered inoperable by the restoration, would be responsible for a State civil infraction in the same manner as described above. A person who was issued a citation for a violation would have to be referred to a Program, if available.

### **Senate Bill 554**

The bill would amend the landlord-tenant Act to allow a tenant in a metered or sub-metered rental premises to request the landlord to do either of the following:

- Send a copy of the water and sewer bills to the landlord and the tenant.
- Transfer the water and sewer bill for the tenant's rental unit in the tenant's name and make the tenant responsible for the water and sewer bill.

A landlord that received such a request would have to do all the following:

- Approve the request.
- Within 60 days of receiving a transfer request, transfer the water and sewer bills to the tenant's name.
- Ensure that the costs of the water and sewer bill were not included in the tenant's rental payment.

The bill would prohibit a landlord from discriminating or retaliating against a tenant that made a request. Discrimination or retaliation against the tenant would include shutting off access to water in the tenant's unit or increasing the tenant's rental payment in violation of the tenant's lease agreement.

A rental agreement that was entered, renewed, or renegotiated after the bill's effective date would have to contain the requirements of these provisions. If the provisions of the bill conflicted with Federal law, the Federal law would prevail. Additionally, these provisions would apply only to leases entered, renewed or renegotiated after the bill's effective date, in accordance with the Constitutional prohibition against impairment of contracts under the State Constitution of 1963.

### **PREVIOUS LEGISLATION**

*(This section does not provide a comprehensive account of previous legislative efforts on this subject matter.)*

Senate Bills 549, 550, 551, 552, 553, and 554 are companion bills to House Bills 5088, 5089, 5090, 5092, 5093, and 5091, respectively.

### **FISCAL IMPACT**

#### **Senate Bills 549 & 550**

#### **DHHS**

The bill would create a restricted fund, the Low-Income Water Residential Affordability Program Fund, which would allow the State to appropriate funding to operate and administer funding to water providers to make up the difference between the total of customers actual water, sewerage, and stormwater bill and total discounted water and sewerage bills provided through the DHHS or a local water provider water affordability program. The amount appropriated to the Fund each year would be subject to variation.

The initial annual funding factor would be \$2 per month per retail water meter. The bill would allow for the funding factor to increase annually by up to 10% to a maximum of \$3 per retail water meter per month. Based on information from the United State Environmental Protection Agency Safe Drinking Water Information System, there are approximately 2.5 million retail water meters serviced by water systems with 500 or more retail water service connections. According to the same source, there are approximately 106,000 retail water meters serviced by water systems with 500 or fewer retail water service connections.

The bills would limit collection into the Fund for the first 18 months to water systems with 500 or more retail water service connections. During this first 18 months, the Fund would be collecting funds and not distributing funds for the Program.

Based on the available data, the estimated amount collected in the Fund in the first 18 months if all 2.5 million retail water meters were subject to the \$2 per month funding factor fee would be \$90.0 million.

Under the specifications of the bills, the Fund could be appropriated to the DHHS and local water providers. If at the commencement of program, the Fund had reached the assumed \$90.0 million, the DHHS would be able to spend, upon appropriation, 3% of the fund or \$2.7 million for administrative costs associated with the Program. The remainder of that assumed initial balance, \$87.3 million, would be available for the following:

- Actual administrative costs of the water providers, which would be limited to 15% of the balance in the Fund which after 18 months could be estimated at \$13.1 million.
- Payment or advancement to providers for income-based bill discounts, income-based bill caps, or income-based rates.
- Arrearage payments.
- Water loss mitigation programs.

Estimates of revenue collections would be subject to the funding factor not being assessed on households that were participants in the Fund or retail water customers not remitting payment for the Program funding factor in their bills as water providers would not be liable for uncollected funding factor fees.

The fastest period over which the funding factor fee could increase to the \$3 per month per retail water meter is 6 years. If the funding factor fee reached the maximum \$3 per month per retail water meter and the water meter connections are assumed to remain at 2.6 million, the Fund could collect \$93.6 million annually.

#### Local Governments

For local fiscal impact, there would be no centralized data to assess the fiscal impact on each water system within the State so the fiscal impact on municipal water systems is uncertain. Several different factors could affect the impact to local units of government. One of these would include whether the municipal water system would operate its own Program or participate in the Program established in the DHHS.

As an illustrative example of the status of the second largest municipal water system in the State, the City of Grand Rapids, Table 1 demonstrates a snapshot of fiscal data for a municipal water system.

| <b>City Fiscal Year<sup>1</sup></b> | <b>Average Monthly Billings</b> | <b>Average Monthly Delinquent Payment Balance</b> | <b>Average Monthly Number of Customers</b> | <b>Monthly Amount Collected based on \$2 funding factor fee</b> |
|-------------------------------------|---------------------------------|---|--|---|
| 2019-20                             | \$5,313,000                     | \$1,935,000                                       | 81,063                                     | \$1,945,500   |
| 2020-21                             | \$5,540,800                     | \$2,347,000                                       | 81,390                                     | \$1,953,400   |
| 2021-22                             | \$6,119,800                     | \$2,126,300                                       | 81,690                                     | \$1,960,500   |
| 2022-23                             | \$6,420,000                     | \$2,185,200                                       | 82,035                                     | \$1,968,900   |

<sup>1</sup> City of Grand Rapids Fiscal Year is July 1 to June 30.



As this data is just for one municipal water system at a specific time, no broad fiscal impact statement can be made for all local units of government.

"Program administrator" is defined under the bill as the DHHS, the local water provider, or a third party organization. Depending on which entity was chosen as a program administrator, if the DHHS were chosen, there would be additional cost to the State.

### DoT

The bills also would result in new costs for the Department of Treasury. Under the bills, the DoT would be required to administer the Fund. While the general administration and investment of the Fund likely would not result in significant cost increases, the bill also specifies that the DoT would be required to work with DHHS to prepare projections, to adjust the funding factor if needed, and to perform other duties related to Fund disbursement and management. This could include assisting DHHS with distribution of payments to third party organizations. In addition, the DoT would be required to develop a mechanism through which an individual customer or a philanthropic organization could contribute to the Fund. As a result of these obligations, the DoT could incur indeterminate costs related to administrative and information technology needs.

These responsibilities could result in the need for one or more additional Full-time-equivalents (FTE). The annual cost of an FTE is approximately \$137,500.

## **Senate Bill 551**

### Courts

The bills could have a minor fiscal impact on local courts, particularly circuit courts, on account of an increase in complaints to enforce the newly created Water Shutoff Protection Act outlined in the bill language. Circuit court judges and administrators would likely need to identify and develop processes for handling such cases. Some confusion could be present as, typically, circuit courts handle civil cases in which the amount in controversy exceeds \$25,000. Claims for money judgements of a lesser amount are handled in district or small claims courts. Additionally, most disputes involving landlords and tenants are adjudicated in district court.

### Local Governments

The bill would have an indeterminate fiscal impact for locally owned providers.

Under the bill, a provider could incur additional costs to comply with the described shut off notification procedures; however, most providers already engage in similar notification practices. As a result, the fiscal impact on any given local provider would depend on its current practices as well as the number of customers who meet the delinquent account criteria described in the bill.

Although statewide and local actions prohibiting or delaying water shutoffs were enacted during the COVID-19 pandemic, there is insufficient data available to determine whether prohibiting water shut offs for critical care customers would have a significant negative fiscal impact on locally owned providers overall over a more extended period. Costs and revenue effects would likely vary over time and among different providers depending on the number of customers served and their location. It is possible that the terms of the affordability program would result in revenue collection that would not have otherwise occurred due to the smaller payment amounts required of qualified customers. Conversely, delaying or preventing shut offs could result in meaningful revenue loss to a provider should the payments made by

customers fall below the cost of providing the service for an extended time period. In addition, providers with a significant number of qualifying customers could experience additional administrative costs in order to monitor payments and ensure compliance with the procedures outlined in the bill. Providers could elect to increase rates in order to compensate for any new incurred losses if additional funding were not provided to offset these losses.

The bill would allow a provider to assess a restoration charge of not more than \$150 that could offset losses associated with water shutoff procedures.

### **Senate Bill 552**

The bill's criminal penalties could have a negative fiscal impact on the State and local governments. Violations of the proposed Act would be punishable as misdemeanors and felonies of different severity. More misdemeanor and felony arrests and convictions could increase resource demands on law enforcement, court systems, community supervision, jails, and correctional facilities. Misdemeanor convictions could increase county jail and local probation supervision costs, which vary by jurisdiction and are thus indeterminate. Based on 2022 data, the average cost to State government for felony probation supervision is approximately \$4,800 per probationer per year. For any increase in prison intakes the average annual cost of housing a prisoner in a State correctional facility is an estimated \$45,700. Per diem rates for housing a prisoner in a State correctional facility range from \$98 to \$192 per day, depending on the security level of the facility. Additionally, any associated fine revenue would increase funding to public libraries.

### **Senate Bill 553**

The bill would have no fiscal impact on local government and an indeterminate fiscal impact on the State, in light of the Michigan Supreme Court's July 2015 opinion in *People v. Lockridge*, in which the Court ruled that the sentencing guidelines are advisory for all cases. This means that the addition to the guidelines under the bill would not be compulsory for the sentencing judge. As penalties for felony convictions vary, the fiscal impact of any given felony conviction depends on judicial decisions.

### **Senate Bill 554**

The bill would have no fiscal impact on State or local governments.

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This analysis was prepared by nonpartisan Senate staff for use by the Senate in its deliberations and does not constitute an official statement of legislative intent.



# OPINION OF PROBABLE CONSTRUCTION COST

## ORCHARD, HILTZ & McCLIMENT, INC.

34000 Plymouth Road, Livonia, Michigan, 48150

Telephone: (734) 522-6711 FAX: (734) 466-4557

PROJECT: Morrish Road Overpass Improvements  
 LOCATION: Morrish Road Bridge from EB I69 on/off ramp to Bridge Approach  
 WORK: HMA shoulder 4" mill and resurface, concrete pavement repair, guardrail upgrades, addition of curb and gutter with spillways

DATE: October 17, 2023  
 PROJECT #: \_\_\_\_\_  
 ESTIMATOR: RAM  
 CHECKED BY: AJH  
 CURRENT ENR: \_\_\_\_\_

| ITEM CODE  | DESCRIPTION                            | UNIT | TOTAL | UNIT PRICE   | COST                 |
|--|--|------|-------|--------------|----------------------|
| 1027051  | Project Cleanup                        | LSUM | 1     | \$ 4,000.00  | \$ 4,000.00          |
| 1100001  | Mobilization, Max                      | LSUM | 1     | \$ 20,000.00 | \$ 20,000.00         |
| 2040035  | Guardrail, Rem                         | Ft   | 500   | \$ 10.00     | \$ 5,000.00          |
| 2040050  | Pavt, Rem                              | Syd  | 107   | \$ 19.00     | \$ 2,033.00          |
| 2050010  | Embankment, CIP                        | Cyd  | 556   | \$ 14.00     | \$ 7,784.00          |
| 2050016  | Excavation, Earth                      | Cyd  | 100   | \$ 45.00     | \$ 4,500.00          |
| 2080036  | Erosion Control, Silt Fence            | Ft   | 600   | \$ 4.00      | \$ 2,400.00          |
| 3020010  | Aggregate Base, 4 inch                 | Syd  | 260   | \$ 17.00     | \$ 4,420.00          |
| 5010002  | Cold Milling HMA Surface               | Syd  | 712   | \$ 4.00      | \$ 2,848.00          |
| 5010025  | Hand Patching                          | Ton  | 75    | \$ 150.00    | \$ 11,250.00         |
| 5017031  | HMA, 4 inch                            | Ton  | 220   | \$ 135.00    | \$ 29,700.00         |
| 5017051  | Joint Repairs                          | LSUM | 1     | \$ 30,000.00 | \$ 30,000.00         |
| 8020056  | Shld Gutter, Conc, Det 2               | Ea   | 2     | \$ 950.00    | \$ 1,900.00          |
| 8020075  | Spillway, Conc                         | Ft   | 30    | \$ 65.00     | \$ 1,950.00          |
| 8027001  | Curb and Gutter                        | Ft   | 520   | \$ 40.00     | \$ 20,800.00         |
| 8070004  | Guardrail, Type MGS-8                  | Ft   | 420   | \$ 37.50     | \$ 15,750.00         |
| 8070012  | Guardrail, Curved, Type MGS-8          | Ft   | 25    | \$ 42.50     | \$ 1,062.50          |
| 8070044  | Guardrail Approach Terminal, Type 2M   | Ea   | 1     | \$ 4,500.00  | \$ 4,500.00          |
| 8070052  | Guardrail Departing Terminal, Type MGS | Ea   | 1     | \$ 1,200.00  | \$ 1,200.00          |
| 8070080  | Guardrail Reflector                    | Ea   | 40    | \$ 10.00     | \$ 400.00            |
| 8127051  | Traffic Control                        | LSUM | 1     | \$ 75,000.00 | \$ 75,000.00         |
| 8130010  | Riprap, Plain                          | Syd  | 4     | \$ 100.00    | \$ 400.00            |
|  |  |      |       |              | \$ 246,897.50        |
| <b>TOTAL OPINION OF PROBABLE CONSTRUCTION COST =</b> |  |      |       |              | <b>\$ 246,897.50</b> |