

City of Swartz Creek

AGENDA

Regular Council Meeting, Tuesday, May 28, 2024, 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 May 13, 2024 MOTION Pg. 34
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. 43
 - 6C. MML (Meadowbrook) Insurance Renewal Pg. 45
 - 6D. CDBG Authorized Signer Card Pg. 64
 - 6E. Website Update Proposal Pg. 65
 - 6F. Ingalls Parking Traffic Control Order Pg. 71
 - 6G. Elms Park Expanded Use and Waiver Request Pg. 73
 - 6H. Street Closure Permit (Makers Market) Pg. 82
 - 6I. MEGA Site MSF \$250M Grant News Article Pg. 83
 - 6J. Fiscal Year 2025 Budget Book Link
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. Fiscal Year 2025 Budget Adoption RESO Pg. 27
 - 8B. Meadowbrook Insurance Renewal RESO Pg. 28
 - 8C. Website Professional Services RESO Pg. 29
 - 8D. ARPA Authorized Signers RESO Pg. 29
 - 8E. Traffic Control Order RESO Pg. 30
 - 8F. Appointment RESO Pg. 30
 - 8G. Elms Park Expanded Use and Waiver Request RESO Pg. 31
 - 8H. Makers Market Street Closure Request RESO Pg. 32
 - 8I. Abrams Park Art Piece Donation RESO Pg. 32
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 33

Next Month Calendar (Public Welcome at All Meetings)

Planning Commission:	Tuesday, June 4, 2024, 7:00 p.m., PDBMB
City Council	Monday, June 10, 2024, 7:00 p.m., PDBMB
Downtown Development Authority:	Thursday, June 13, 2024, 6:00 p.m., PDBMB
Fire Board:	Monday, June 17, 2024, 6:00 p.m., Station #1
Park Board:	Tuesday, June 18, 2024, 5:30 p.m. PDBMB
Zoning Board of Appeals:	Wednesday, June 19, 2024, 6:00 p.m., PDBMB
City Council:	Monday, June 24, 2024, 7:00 p.m., PDBMB
Metro Police Board:	Wednesday, June 26, 2024, 11:00 a.m., Metro HQ

City of Swartz Creek Mission Statement

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

City of Swartz Creek Values

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

Honesty, Integrity and Fairness

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

Fiscal Responsibility

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

Public Service

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

Embrace Employee Diversity and Employee Contribution, Development and Safety

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

Expect Excellence

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

Respect the Dignity of Others

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

Promote Protective Thinking and Innovative Suggestions

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

**CITY OF SWARTZ CREEK
VIRTUAL REGULAR CITY COUNCIL MEETING ACCESS INSTRUCTIONS
TUESDAY, MAY 28, 2024, 7:00 P.M.**

The regular meeting of the City of Swartz Creek city council is scheduled for **May 28, 2024** starting at 7:00 p.m. and will be conducted in hybrid form. The meeting will be available virtually (online and/or by phone). Council members and staff must attend in-person. The general public may attend in-person or virtually.

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 Renee Kraft, 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:

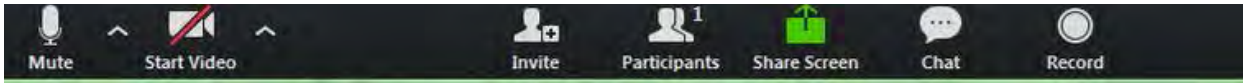
1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to join.zoom.us 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.

Renee Kraft is inviting you to a scheduled Zoom meeting.

Topic: Swartz Creek City Council Meeting

Time: May 27, 2024 at 7:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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

Meeting ID: 830 9640 1128

One tap mobile

+13017158592,,83096401128# US (Washington DC)

+13126266799,,83096401128# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 830 9640 1128

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

If you have any further questions or concerns, please contact 810-429-2766 or email rkraft@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) 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 Tuesday, May 28, 2024 - 7:00 P.M.

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

FROM: Adam Zettel, City Manager

DATE: May 22, 2024

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(No Change of Status)*
There were no appeals for 2023. Tax day of December 31, 2023 will set the table for assessment notification distribution in February, with appeals in March or thereafter (for commercial). We typically have an understanding of the commercial appeal potential by May or June.

✓ **STREETS** *(See Individual Category)*
✓ **2020-2023 TRAFFIC IMPROVEMENT PROGRAM (TIP)** *(No Change of Status)*
The Miller Road rehabilitation is complete, with the exception of stop bars and crosswalk striping. Weather is not conducive to the application of paint.

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.

Council approved the extension of existing unit pricing for three additional street sections (note that these prices were updated by a May 9 supplement that was distributed at the meeting).

The sections are:

1. Maple (Crapo to end)	\$36,032.25
2. School (Ingalls to end)	\$38,426.00
3. Raubinger (Miller to bridge)	\$27,781.25
Total	\$102,239.50 estimated = +\$1,500 additional mobilization

Note that Elms is included in the estimate, but this section was more advantageous to have completed by the Genesee County Road Commission. We strongly support moving on these three projects this year. There is remaining money in the current budget to be used or carried over for this purpose. In addition, there may be enough to extend the School Street repair north to butt up with the most recent repair North of Ingalls. We are also exploring rehabilitation of a small stretch on Morrish (a major street) south of Miller.

If affordable and prudent, small sections may be added to this scope, provided we are able to move the street plan forward at competitive prices. Once such addition is the extension of the School Street repairs to align with the most recent repair on the north end.

Road striping is underway. We expect the line striping city-wide, with the potential exception of Seymour (due to construction). We also will be getting special markings for the Miller Road bike lanes, stop bars, and crosswalks. Railroad striping will also be completed.

Concerning the special lane stencils for speed (e.g. 25 MPH), we expect to have markings throughout downtown and on Seymour Road. We need to hold off on Ingalls until there is a final school plan prepared. This will likely require a traffic control order by council first.

The Genesee County Road Commission is set to rehabilitate a small section of Elms, north of the bridge. I do not have a schedule yet.

In addition, we have ordered engineering services for Don Shenk street reconstruction, as well as Cappy Lane and water main work. Note that Don Shenk does not require watermain replacement, and part of Cappy Lane is also of newer street and water main. We should have enough funds to complete this project in the 2025 construction season. If not, I will recommend use of major street fund dollars for Cappy Lane and/or short term internal borrowing.

Rob has some specifications and budget pricing together for seal coating overlays (FOG seal) for select streets that are in need of preservation, but are not yet in need of a mill and resurfacing. We are looking to propose some of these in the FY25 budget after discussion with the council. We may target a neighborhood like Otterburn or Heritage to ascertain the effectiveness of this treatment.

Street reconstruction for Winchester Village is moving forward, with project completion by the end of summer likely. This is making life very busy and inconvenient for residents in Winchester Village. We have been updating those impacted with direct mailings, door hangers, and electronic communications.

Street rehabilitation with limited drainage in Winchester Woods has commenced! The project is expected to finish before August. Letters were sent to impacted owners and occupants in the construction area. All currently improved streets are included and will either be milled and resurfaced or crushed and resurfaced. Limited drainage work in the form of ditching and culverts will be included as needed.

Note that we have added some work to this in the field, resulting in a few more ditches and culverts being graded and/or upsized. I expect this to be about \$40,000 in additional work that will help improve the current situation for many and improve the future situation for all. The idea is to set the more downstream drains at the proper elevation and size to accommodate any future improvements upstream.

Related to this, there are many residents that are unhappy with the project because it is not addressing all of the drainage and drive culvert issues. This is especially true on the south leg of Birchcrest. However, most of council probably recalls the comprehensive study that was performed for the Woods area, indicating costs in the millions for a complete and proper solution. As such, we have approached this as a road project first and foremost (as outlined in our street plan). Any additional drainage work is a bonus and not an expectation of the project as designed. Unfortunately, we simply cannot afford to correct all the issues in the Woods without severely compromising other planned projects.

Concerning the Morrish overpass, the county is going to work on the existing drain structures that are deficient. We will use our DPW to keep the guardrails and slopes in the best condition possible with our resources. A larger investment by MDOT at some future point will be required.

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

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

The first three miles of cleaning and inspections (two sections of Miller, Dye, and all of Elms) are approved. We do not have a start date yet for this work. This effort is part of a program to clean and inspect the entire sewer system approximately every eight years. We believe this is a prudent time frame until we can assess all lines at least once. Note that Genesee County was on a seven-year schedule, but after an experience study, they moved to a ten-year schedule. Further note that some segments (e.g. Miller and Elms) will be done more frequently due to known build-up issues.

This program will ensure proper flow of the system, but it cannot ensure elimination of all blockages. Televising of the lines will be conducted with inspection of manholes. This will provide the city with information to plan future lining, excavation, or manhole rehabilitation projects, if any. As noted previously, we believe we have addressed most, if not all, of the high-risk clay lines. The cleaning and inspection program will determine if any of the newer clay lines (1970s era) require work. With this information we can create a revised asset management plan.

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

Work continues and is ahead of schedule! All water main work for 2024 is already substantially complete! We are receiving mostly good feedback from the contractor, engineer, and residents. The project is moving along quickly and efficiently.

Concerning the issue with the Seymour Road installation, which resulted in some additional work on the joints in order to ensure a proper pressure test, we appear to have an agreeable extended warranty. The issue appeared to be a defect of the push joints.

✓ **WATER/SEWER SYSTEM MISCELLANEOUS** *(Update)*

PFAS regulations are under constant deliberation by state and federal agencies. We were informed at the last Water and Waste Advisory Meeting on May 15th that biosolids for sewer are no longer being spread for agricultural use by the county due to this concern. This will add \$1.4M in additional expenses for the county to land fill this

material. They are hopeful they can reduce this cost by bringing digesters online. No rate changes are proposed at this time.

In addition, it appears the standard for raw water sources for potable water will be determined soon and could be as low as 4 parts per trillion. The impact of this is not clear. Lake Huron water is a good source for us, and I am not aware of any PFAS findings at this time. The general thought from regulatory agencies as a whole at this point is to dispose of PFAS on the way out (sewer) and to filter PFAS out on the way in (water intakes). There is not a serious discussion about limiting production and use of PFAS in general. This seems a glaring oversight. An insight report that I am still unpacking can be read [here](#).

Concerning water affordability, the state legislation has not moved forward yet, and the GCDC indicates that this is likely dead until 'lame duck' session after the elections. Apparently, there are a number of elected representatives in Macomb County that are opposed. There is apparently a movement at the federal level to create a water affordability program as well. This appears to be a tax driven program, which makes more sense than the fee option that the state is considering. It is not clear if this would replace the state program or run in tandem. I will pass along more information as I get it.

Work has commenced on 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. Water main will be installed on Elms, between Maple and the city limits in the near future. Connection down Hill to Seymour is expected next year. These two connections will greatly increase redundancy in the city, especially on our extreme west end, where we have a pronounced need for a second feed from either Clayton or Gaines. As a side note, this could encourage some new development south of the city, which is common to experience when utilities are extended during strong economic periods.

- ✓ **HERITAGE VACANT LOTS** (*No Change of Status*)
Another privately owned lot is having a new home built.

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

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

- ✓ **NEWSLETTER** (*No Change of Status*)
The spring newsletter is in the mail. 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. **(Update)** The **two out-buildings on the raceway grounds are down** and the impacted areas are cleared. Prices are now in for the main building demolition, as well as the remaining out buildings. The owner intends to have the site razed for future use in 2024. The site is not formally for sale, nor is there a concept plan for reuse. I contacted the owner on May 15 and encouraged him to market the site, with the understanding that 'mega site' acreage is selling for \$30,000/acre.
2. **(Update)** The **reuse of Mary Crapo is becoming a reality**. The school has approved phase one of a varsity baseball field. They are including plans for a partnership that may allow the DDA to pursue seasonal skating and/or public art. It appears this is still part of the plan with two pickleball courts that can double as skating in the winter. I have also affirmed that their plans have an impact on the lane configuration for Ingalls (See Traffic Control Order section below. Work may commence in June.
3. **(Update)** **Street repair in 2024** is moving forward. All projects are underway and are trending towards completion prior to school returning to session in the fall. In addition, we have ordered repair by the GCRC of a small section of Elms. School, Maple, and Raubinger are due for repairs. There is also potential to apply a FOG seal to select streets.
4. **(Update)** The **Brewer Condo Project** first tri-plex is complete and all units are sold. The building is seeking to revisit future phases to correct for the lack of a ground floor master bedroom. 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.
5. **(Update)** The current phase of **Springbrook East is about to complete construction**. We created a punch list for the infrastructure improvements. Once complete, the plan is for the city to approve a formal street dedication soon (these streets are public). CE lighting has been approved. **There was a sale of this project's future phases and real estate**. It appears JW Morgan and another partner are in control of future phases.
6. The **southwest corner of Elms & Miller** is seeing some increased activity. We met with the owner and an architect on some preliminary plans. I expect to have a site plan in 30 days. The demolition is complete.
7. **(Update)** **Park projects** currently includes an active grant application for Otterburn, pavilion repairs at Elms and application of more asphalt millings to all parking areas. The park board recommends interpretive signs, bike racks, and benches for the coming year. Pickleball courts are now in at Elms Park. We are working with Metro PD to install a FLOCK camera at Elms Park as well.
8. **(Update)** **New Businesses**. Financing for the Book Nook appears to have been approved. We have two or three downtown businesses asking about the façade program.
9. **(Update)** **Mundy Megasite/Costco**. The Michigan Strategic Fund as allocated \$250,000,000 to this site, primarily for land acquisition. I am including a news article. This is very shocking to me. It is not clear how these funds will be used or how much leverage will result. The per capita value of this is roughly \$500-\$600 for the

region. Costco has commenced work for their new location off Hill Road by US 23. Concerning the MEGA site, acquisition of some properties that are under contract has occurred. This makes the prospect of something happening here much more real, even if it is on a smaller scale. Note that there is still no movement on street infrastructure strategies or investment. We are told that no improvements will be implemented without a user.

10. **Holland Square** has plans and a preliminary cost for improvement of a market-style shelter. A steering committee is expected to start working towards a final product this May, with results by fall.
11. **Wayfinding** is another project that the DDA is pursuing. It has funding support of \$20,000 from the state and \$20,000 from the DDA. A steering committee has been established for this as well. It appears the consultants can commence work on this in June.
12. The DDA is considering a **Social District**. With the potential for another tavern coming, the city has the ability to designate a commons area in the community. This was discussed by the DDA on April 11th. There was no desire to proceed at this point.
13. **(Update)** The **small business hub** is active. The dedicated staff member, Stephanie Norman, has moved on. We are awaiting a new permanent member and what their office hours will be.

✓ **REDEVELOPMENT READY COMMUNITIES (Update)**

We have submitted most of the items required for renewal of the MEDC. This is due in the fall, and I do not see any issues maintaining standards.

The wayfinding program (see below) is mostly funded through this program. Thanks MEDC!

The Methodist Church project is being heavily marketed. There is a renewed interest by a hospitality business in the site. I do not have more details at this time.

There additional downtown property owner that is considering a transformational investment in their property using the RRC architectural services has received concepts, pricing, and feedback. Time will reveal if this bears fruit.

The DDA is also taking the lead on Holland Square, which is a candidate for a future crowdfunding program. Please see the dedicated section below.

✓ **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)**

As of writing, I have one quote for the sidewalk project. It is \$138,860. This is not going to work with our budget. I am expecting one more quote. If it is not received, I expect to be able to allocate these funds to the senior center. The previous report follows.

Concerning the current cycle, we have been soliciting quotes for sidewalk on the dead ends of McLain and School Streets. Bids were due March 7th but we've received no bids. We sent the notice and/or specifications to no fewer than eight contractors, in addition to a posting. We did receive some calls from contractors regarding the CDBG requirements, which are significant. I suspect they were unwilling to adhere to standards.

I do not want to lose the funds, but we may not have options. "Recapture" of funds by the county is very common because communities find it difficult to spend the dollars. In the future, we will need to select projects that only require acquisition or sole-source construction, such as the street lighting project approved for the next cycle. As of writing, we have no interest. I will contact the county about potentially transferring these funds to the senior center unless council wishes to try for an extension and rebid the work.

The full applications for the next cycle (2025-2027) have been submitted. This includes senior services and downtown decorative lighting.

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

Shattered Chains is planning to hold a tournament in May. In preparation, they have some more drainage work to complete. This is covered in more detail in the park section. They also may be working to form a charitable entity to better engage in the raising of funds. We appear to be in the final stretch to make the course playable!

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

We have great news! We met with the other communities that are receiving federal funding through Kildee's office, as well as the Genesee County Metropolitan Planning Commission, and Genesee County Parks. After discussion, it was agreed to split the \$850,000 evenly, making our share \$283,333.33. This is great news and feeds into our other grant application!

Our grant writer has submitted another application for Otterburn Park. See the March 11, 2024 packet for details. The project now includes a pavilion, restrooms, a path, bike station, gates, sign, and ADA parking. The estimated total cost is \$600,000. This concept includes all original work items, excluding the disc golf and sledding hill (now complete), as well as a secondary pavilion on the far north of the site, which is not affordable.

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

We updated the speed signs on Morrish Road. We are also having the pavement marking company create templates to paint "Slow" "25 MPH" and "30 MPH". These are not as durable as plastic adhesive markings, but they are affordable. We believe we can add this to multiple blocks of Ingalls, Miller Road new downtown, Morrish Road, and Seymour for a few thousand dollars.

We are also ready to move on changes to Ingalls Street. See the Traffic Control section below.

In addition to these measures and the addition of a traffic officer, we are still very interested in comprehensive traffic calming where opportunities arise (addition of street trees, narrower lanes, speed monitoring, etc.). We do expect to have Ingalls striped for parking on the north side, with a median marker for the other two lanes. This may require a traffic control order.

To address speeds on Ingalls by the High School, I recommend we proceed with the proposed on street parking plan for Mary Crapo ballfield. This will dedicated marked spaces on the north side of Ingalls. We can then stripe a double yellow for the two travel lanes, as well as "25 MPH" road markings. See the Traffic Control Order section below.

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

Fiber installation continues across the city. We have been working with Verizon on some issues related to restoration. In doing so, we have found a good contact that has been very responsive to specific issues with the fiber installation, older assets of Verizon, and general quality control. This service will provide the community with valuable high-speed service, as well as the potential for enhanced 5G.

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

We reached our fundraising goal! The solar model should be installed by fall! At this point, we are ready to proceed with final design and ordering of the signs. As it was with the historical sign grant, this has been a design, build fundraiser project, with Signs by Crannie being the sign contract. See the April 8, 2024 council packet for more details.

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

Much progress has been made since the residential cross connection inspection program inception. However, a number of homes have not had the opportunity to comply, and some are still hesitant to comply. We have renewed the program for another two years and hope to get through most of the units by the end. Some will likely not comply without a turn off, but that is a last resort.

As previously noted, we have postponed imminent shut-offs and the related hearings before the city council. I 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 months 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.

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

✓ **SENIOR CENTER ARPA WINDFALL** *(Update)*

The senior center is attempting to use their \$100,000 ARPA allocation for a garage. However, we just learned that federal requirements, such as prevailing wages, will apply to this project. This has effectively closed the door on a garage. They are looking to price out various durable materials or equipment purchases that do not require federal bid specifications for labor.

This project will likely require an agreement with the city and the county in order to have funds leveraged for the senior center. See the March 11, 2024 report for more details on this award and process.

✓ **SUPPLEMENTAL FINANCIAL SERVICES** *(Update)*

Kim has worked diligently on the budget and preliminary audit preparation. We DO expect a few small changes in the form of this year's budget book, mostly related to presentation of the departmental level information. However, the budget itself is virtually unchanged in its format and chart of accounts.

In the meantime, we are still assessing our needs for potential on-going financial services. For the time being, we believe that transferring some of Connie's duties to Amy and Jacquie, maintaining supplemental financial services, and leaving Connie's position vacant will be the best way to proceed. I may have a one year agreement for Kim to serve as the finance consultant before the council in June.

✓ **WAYFINDING PROJECT** *(No Change of Status)*

The DDA, in accordance with their planning documents, is pursuing a wayfinding and branding sign plan for the entire city. The city council formed a steering committee to proceed with engaging in professional services to plan a complete wayfinding sign scheme. The consultant should be available in June to kick things off. Any installations are likely to be phased in over many years and include DDA and city general funds.

The city council will still have final say in any signs purchased and installed on city property or in the right of way.

✓ **SOCIAL DISTRICT** *(No Change of Status)*

The DDA had a discussion about the potential for a social district in the downtown area. There is some potential for this to have a positive impact by attracting events and visitors to encourage commerce and desirable activities in the community. There is also the potential for this to generate undesirable nonsense, bad behavior, litter, etc. The DDA did not act on this. They intend to independently consider how a district might impact the community, be received by the residents, and support businesses. See the April 8, 2024 packet for more details.

✓ **GROUND MOUNTED SOLAR EQUIPMENT MORATORIUM** *(No Change of Status)*

The moratorium on ground mounted solar equipment will be effective on May 2nd. This will provide the city with 180 days to draft an ordinance to accommodate such primary and accessory uses in the city. Much of the impetus for this comes from pending state legislation that will eliminate local control over large scale solar farms. See the April 8 city council packet for more details.

✓ **WATER TOWER LEASE AGREEMENT** *(No Change of Status)*

As most in the community are aware, Verizon appears to be having wireless connectivity issues in the west side of town, from about the High School to Winchester Woods. This problem was so bad for us, that we switched carriers. Verizon has been working on a solution for a couple years, including the search for space south of town for a new tower.

They have approached the city to use the water tower. I think this is a win-win. Using the city tower will greatly improve service to the community, while providing some financial resources to the city. Since the tower is used by two wireless providers currently, this request will be treated as a colocation. This means that the city will be responsible for approving the site plan at the planning commission level for a permitted use, as well as a lease for occupancy.

As of writing, there is not a site plan available, but I do have a draft lease (included in the April 8, 2024 packet). I am attempting to increase the lease amount, as well as to get a site plan to both the planning commission (for site plan review), as well as to the council (for general review) as soon as possible.

Again, I think this will shape up to be a win-win, provided the city does not need to invest in the site and the user is not installing obnoxious equipment. We will have more information related to such circumstances moving forward.

✓ **HOLLAND SQUARE CROWDFUNDING PROJECT** *(Update)*

In addition to previous reports, Samantha is working on a separate grant that may provide as much as \$75,000 to this project. We are getting a lot of inquiries and back-and-forth communication with the state agency responsible for reviewing the submission, which we take as a good sign.

Our community continues to pursue a crowd funding match for a public place enhancement. The Public Places, Community Spaces opportunity is a powerful incentive and can provide up to \$50,000 towards a downtown project (perhaps as much as \$75,000 if it includes universal design)!

The DDA believes that the primary objective for such funds 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.

Over the last year, the DDA has worked with a local architect (thanks AMA Architects for the in-kind work), and a local builder (thanks JW Morgan) to refine a design, materials, and cost. This has resulted in concept plans for a pergola style structure, with a total base installation price of about \$150,000.

The city council created a steering committee to finalize project details for review by the city. The council will have the final say in any structure constructed on city property. The first meeting is tentatively scheduled for the week of May 27.

✓ **WEBSITE ACCESSIBILITY** *(Business Item)*

We received notice from a resident that some of our website features are not 'accessible.' To follow up with this, we have ordered a proposal to update our website from our current website administrator, as well as another professional. We have not received a proposal

from our current administrator, and he did not seem entirely comfortable with the new requirements.

I am including a proposal and references from another provider, Web Matters by Kristie. She is offering varying tiers of services, with two primary paths forward. The first option is a recreation of our website. This includes updating the version of Joomla (the website software platform), creating ADA accessibility, updating all templates, including new features like the library accordion, and transferring all data. This site would look entirely new and fresh, in addition to meeting all security and ADA standards. This tier also includes fillable forms, content management, and the “Nicepage Component”, which will greatly reduce update times and effort by our staff.

The next tier is a simple transfer of data to the new version of Joomla. This will provide some new templates and make content ADA accessible. It lacks the other aforementioned functions and updates. It is less expensive.

We recommend that we proceed with updating our website version by going with the expanded update. This appears to be reasonably priced at \$3,750, and we have not updated our website in over ten years. I think we are due.

In addition, there are some other add-on features that are available. After speaking with the designer, I do recommend we pay to have a Google Business profile created, and that we update professional photos of the community for the webpage. We both agree that any other services are not required at this time. For example, we already have a SSL certificate, do not require a police department template, or require Google Analytics.

Summarily, I recommend we proceed with the more comprehensive option one for a webpage update. I also recommend we create a Google Business Profile and acquire new images. Down the road, we may look at monthly support and/or Acy Mailing, depending on the circumstances at that time. I am including a resolution to this end, but council can obviously proceed as they see fit. After conversing with Kristie and observing her most recent clients' pages, I am very comfortable.

- ✓ **NO MOW MAY (Update)**
We are going to inspect, enforce, and invoice mowing as directed by the ordinance.
- ✓ **MDOT PARK AND RIDE (No Change of Status)**
The MDOT is renewing all of their agreements for trunkline maintenance. Generally these apply to county road agencies and cities that have M-roads and interstate maintenance responsibility. For us, it also applies to the park and ride on Miller, east of I-69. We maintain this lot as it relates to snow/ice removal, waste collection, and mowing. The state pays the city up to \$5,000 for this service. We generally spend a bit more, but there is not really an alternative to keeping the area in reasonable condition. At any rate, we submitted preliminary information to the state so they can draft an agreement. I expect this to be before the council within 30 days.
- ✓ **OTHER COMMUNICATIONS & HAPPENINGS (See Individual Category)**
 - ✓ **MONTHLY REPORTS (Update)**

Monthly reports are included.

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

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

The planning commission met on May 7th. They went over the lighting ordinance, which is a bit out of date. The commission has a workable draft that will strengthen the ordinance as it relates to LED use in existing fixtures, offsite glare, and some other new technologies. The amendments to be minor but necessary. They are looking to hold a public hearing on June 4 related to the ordinance. If recommended for approval, it will be before the council in June.

There is now a moratorium for ground based solar installations. This gives the community 180 days to consider regulations for ground based solar applications and permits. We will monitor state legislation and look to see how best to proceed this summer and into fall.

The next regular meeting is scheduled for June 4, 2024.

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

The DDA did not meet in May. Their last meeting was on April 11th. See the sections above for details on wayfinding, Holland Square and the social district.

Other business that was conducted at the meeting included the allocation of a sponsorship to the Makers Market program, which is responsible for the monthly markets at Holland Square during the warm months. The DDA also approved a recommended budget. This budget is included in the city's budget for review and approval. In short, they are continuing with their general services, live movies, facades, and incentives. In addition, they budgeted \$100,000 for the potential Holland Square investment.

As noted, the DDA is planning much for the coming year, including the Holland Square concept and a wayfinding/branding sign program.

Julie Kallas and Tammy Parenteau are recent additions to the DDA board. They have been oriented and are already very engaged! The next regular meeting is scheduled for June 13.

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

The ZBA met on April 17th for their annual organizational meeting. They selected officers, with James Packer being Chair, John Gilbert being Vice Chair, and Ron Smith being Secretary. We also discussed current events and training. There are no variances, interpretations, or appeals in process. This group meets the third Wednesday of each month at 6pm, as needed.

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

The board is short one member, with Trudy Plumb resigning.

The park board met on May 21st. The board was updated on current happenings. These include a slight delay on the close out of the DNR Trust Fund Grant for the first section

of trail. It was discovered by the engineer that grant features that include a bio swale and landscaping were not included in the bid specifications. We are adding these to comply, which should not be any sort of finance or time burden.

Abrams sidewalk is in and looks good. Two benches and waste bins will be placed along this section. In addition, the DPW will oversee work on Pavilion 3# by J.W. Morgan Construction, fence bids for repairs and a pickleball separation are expected to go out, and vandalism in Abrams is on the rise. The vandalism includes graffiti on the sides of the park building and damage to the inside of the bathrooms, which has resulted in a temporary closure. Metro PD is helping to secure the parks and find those involved.

A flock camera is being requested for the entrance to Elms Park. This will require a two year agreement from the council, plus installation. I expect this to cost about \$3,000 of park budget to accommodate. It should help ensure the safety of the park.

The 2024 slip and slide date is Saturday, July 27, 2024. Shattered Chains is going to run this event again.

The board reviewed a proposal by another local Eagle Scout. This candidate is proposing to build two bike racks for Abrams Park and two for Elms Park. He is looking to use a weighted and painted PVC material. I expect them to be on the June 10 agenda. The park board did recommend approval of this donation.

The board also reviewed and accepted a donation for public art in Abarms Park. This is covered in more detail below.

In related news, I am investigating a company that removes public trees and attempts to repurpose the wood for marketable timber purposes instead of simply removing and mulching the product. The idea is to potentially reduce the cost of removal by finding a market for the product. The practice is also more 'green' because of its benefits to repurpose a natural and limited product. The process is only invoked when it is necessary to remove trees, not as a commercial practice. As of writing, I am not sure we operate a scale large enough to justify the network of local mills and specialists that needs to be involved. The group we are working with may attempt to build a bigger base in the area. Without future street work, there simply will not be a large number of useful trees removed in any given year.

The next regular meeting is scheduled for June 18, 2024.

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

The Board of Review met during the week of March 18. It was a slow year, with only ten petitions.

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

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

I have applied for reimbursement costs for the Presidential Primary in the amount of \$22,118.44.

ELECTION DATES FOR 2024:
Primary Election: August 6, 2024
General Election: November 5, 2024

✓ **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.
- ❑ All water main work and storm sewer work is completed in the village. Nearly all curb and sidewalks on Winshall are completed. Winshall is close to being ready for asphalt. About half of the curb and sidewalk on Durwood is complete. Greenleaf has about 70% of the curb and sidewalk complete. Seymour Rd. work is completed and final restoration is complete.
- ❑ Road striping is completed.
- ❑ .
- ❑ DPS continues to update water meter transponders, registers and meters as needed to allow the new meter reading collectors to read meters. This will be ongoing for several months.
- ❑ Winchester Woods project is nearing completion. Some areas will already have the top coat of asphalt on them before 5/24/24.
- ❑ DPS is getting ready for Hometown Days.

✓ **TREASURER UPDATE (Update)**

The recommended budget for FY25 is being presented at the May 28th council meeting. 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 first Makers Market of the year was Tuesday, May 14th at Holland Square. I was there for about an hour, and think it was a great success! This year, Jeepers Creekers has a different theme for each market, with hopes of vendors and goods being different at each market.

FMN- Family Movie Nights are scheduled, being actively advertised, and flyers were delivered to elementary schools within the Swartz Creek district for distribution. This year, instead of food trucks, I am trying to get a couple of different vendors to set up at FMN. Currently, I've received interest from an ice cream bicycle, a lemonade stand, and a couple of baked goods vendors. I have volunteer groups signed up to work both July movie nights. I have also submitted all FMNs, and Jeepers Creekers Makers Markets and Halloween events to Explore Flint and Genesee to be featured on their website and in their social media posts.

We have not received an award or rejection for the Holland Square grant application I've been working on through MSHDA, but we have had some questions going back and forth. We will be having a meeting with the steering committee to help finalize the budget that we

need to send in. This program has multiple rounds of funding scheduled throughout this year, so I am hopeful our project will receive funding during one of those rounds.

Planning for the Annual Christmas parade and wraparound events has started! I have a lead on someone willing to run a “Winter Market” at Holland Square before the parade this year and am hopeful we can add other things to the day as well.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **FISCAL YEAR 2025 BUDGET ADOPTION** (*Business Item*)

We held our budget workshop on April 22. I have also had some one-on-ones with a few council members since. The official public hearing on the budget was held at our May 13 meeting. There have not been any changes to the budget as included in that meeting packet.

With levies finally determined by the county, we can present the budget ledger within the context of the entire budget book!

As noted previously, the important take-away is that we are attempting to deliver a budget that will balance across the board, with notable exceptions for fund-balance carry-over for street projects. We believe we can comfortably get the general fund to a position of balance without diminishing essential services or reducing our contributions to deferred maintenance. This essentially puts us in a position to sustainably continue to operate and maintain/replace our assets without hardship.

Despite showing over \$80,000 expenses in excess of revenues, we believe this budget will conclude close to balanced barring any additional or unforeseen expenses in the coming year. This is due to a conservative budgeting strategy (e.g. including expenses for MTT appeal costs and similar functions.)

Other notable items include the purchase of two trucks from motor pool, inclusion of Don Shenk and Cappy projects for 2025, Otterburn Park, and six months of Connie and Kim working in tandem. Of course, you will notice that things are still tight. This does create some concern for future years. However, we have good levels of fund balance, low liabilities, and a relatively healthy community.

✓ **MEADOWBROOK INSURANCE PROPOSAL** (*Business Item*)

The standard renewal is included. The renewal policy is virtually the same as last year and actually down from 2022. Given that we have modified many of our asset values upwards to account for inflation, we are quite pleased with this. The increase experienced between 2023 and 2024 is \$313 (0.6%). Note that the price is determined by a combination of the value of our assets, community property values, payroll, and vehicle inventory.

I see no reason to shop this service around. Meadowbrook (MML) is not only very reasonable in their pricing, often rebating the city funds, they have exemplary staff for claims and training purposes. They have also been great in managing some small claims

that we experienced in 2022 and 2023 (retaining wall at Elms and Miller, guard rail, and a park roof).

Note that the city is expected to get a \$4,170 refund on last year's premium due to the claim experience for the pool in the last year. We have consistently received refunds on premiums that run close to 10%.

✓ **AMERICAN RESCUE PLAN ACT SIGNATURE CARD (*Business Item*)**

The community development block grant program that the city participates in is operated by the Genesee County Metropolitan Planning Commission. This program allocates about \$35,000 to the city on a three-year basis for community development projects. We have used it for streetscapes in downtown and on Elms Road, as well as funding for the senior center. This is also the program that is funding the potential sidewalks on School/Mclain and future street lighting in downtown.

✓ **PARK BOARD APPOINTMENT (*Business Item*)**

Trudy Plumb has resigned from the Park Board. Nate Henry is being recommended to fill this seat. This board usually has at least one council member, and there is not currently any. A resolution is included.

✓ **TRAFFIC CONTROL ORDER #180 (*Business Item*)**

We have been discussing the update to the Mary Crapo site for some time. The understanding is that the school is going to use this site for a varsity baseball field, which will include concessions, restrooms, pickleball, parking, and walkways. To provide additional parking for this use, a drop-off area for busses, and traffic calming for Ingalls Street, a design was created that included marked parking and a drop-off on the north side of the street. Combined with a no passing provision (including a double yellow center line) and "25 MPH" lane markings, this should aid in the reduction of speeds. I met with the school superintendent on May 16th, and they had just approved phase one of this project the day prior. With that said, we can proceed with confidence to make the necessary Traffic Control Order and marking adjustments.

I am including the TCO and resolution to effect this change. Since the streets belong to the city and we have access to a current paving marking contractor, I recommend we proceed with the work ourselves. The work will only cost a few hundred dollars.

✓ **EXPANDED USE PARK RESERVATION & WAIVER REQUEST (*Business Item*)**

The Girl Scouts of Southeastern Michigan's Community 01, in conjunction with the Michigan State Police, seek an expanded use park reservation for Elms Park on Saturday, September 21, 2024. They are also seeking a waiver of fees.

Briefly described, the event is an outdoor event that invites area Girl Scouts and the general public to interact with various exhibits, professionals, and volunteers to learn about emergency preparedness. The details on the parking, setup, and events are included in their reservation request and waiver request letter.

The date is available and has been tentatively reserved. It is now appropriate to consider this application under the following applicable conditions:

EXPANDED PARK USE AND RESERVATIONS. Swartz Creek-based organizations (defined as non-profit organizations or institutions with a principle office or auxiliary presence within the Swartz Creek school district) may be permitted the use of designated areas of city parks, including control during hours the parks are closed to the public, subject to the following conditions:

- 1) Use must be pre-approved by the city council.*
- 2) The organizations' use of the park area shall not violate any local or state law nor unreasonably interfere with the use and enjoyment of adjacent park areas by others.*
- 3) The organizations shall hold the city harmless from liability for incidents arising out of the organizations' use of the park area and shall provide evidence of insurance coverage.*
- 4) The city reserves the right to direct where organizations' structures are installed and activities conducted to minimize damage to park property and facilities and to limit interference with the use of adjacent areas of the park.*
- 5) Fees shall equal the cost of all pavilion rentals for the park in use on a daily basis. Additional fees may be charged for services requested of the city and negotiated in advance, including use of barricades, additional utilities, port-a-johns, etc.*
- 6) In no case will use result in a charge for or prohibition on general access to the park by the public, by vehicle or other means.*

Though this is a first time event, the entities appear to have a good cause and the capacity to deliver a safe and productive event. I do not see any issues or areas of non-compliance with issuing the reservation.

Concerning the fee waiver, this is completely up to the city council based upon the following:

Fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city. Monies must be paid at the time of reservation. Cancellations must be made two (2) weeks or more prior to event date and all cancellations are subject to a \$20 fee.

A resolution to permit the reservation and waiver has been included, written in the affirmative.

✓ **JEEPERS CREEKERS MAKERS MARKET (*Business Item*)**

The Jeepers Creekers non-profit was approved for the 2024 season on March 25th. The first event on May 14th went very well, so they are now requesting permission to expand the event onto Holland Drive for the remaining four events. These markets occur monthly at Holland Square and run from 4pm to 8pm, May through September. The dates remaining include June 11, July 9, August 13, and September 10.

I believe the event has used Holland Drive in the past, but they were not certain that it would be required for this year. I am comfortable with the expansion. This event has run smoothly in the past. I am not aware of any issues with parking, disorder, waste, or traffic.

The organization is reputable and insured. I have included their application and recommend approval.

✓ **PUBLIC ART DONATION FOR ABRAMS PARK** (*Business Item*)

The Park Board reviewed a proposal by the Friends of Abrams Park group at their May meeting. This group is working on a design plan for a Monarch Butterfly waystation and community garden that is proposed to be located near the Whitney Court area of the park. Though the plans have not been completed and reviewed by the Park Board (and City Council), they asked to have a component of the plan approved for acceptance.

The piece that they wish to have approved at this time is a public art piece that is to serve as a component of the garden. The reason they seek out acceptance at this time is because they have the opportunity to have much of the value of this piece donated if they commit to contributing \$1,800 for the remainder of the purchase. They are willing to do so, but they wish to affirm that the art piece will be accepted by the city.

The park board deliberated the issue and recommended acceptance of the donation. It is composed of welded steel. I am including a standard donation acceptance resolution in the packet.



Council Questions, Inquiries, Requests, Comments, and Notes

Lorenzo's: Demolition is to commence soon per the owner. Rebuilding may take quite a while.

Utility Poles on Miller by Kroger: These were turned into Frontier, and I observed an inspection on May 9.

Council Chamber Sound: The installer of the system that was put in in 2021 conducted an inspection on May 20th. We should know what options are to clear up background noise and get us a functional podium microphone soon.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Tuesday, May 28, 2024, 7:00 P.M.**

Motion No. 240528-4A **MINUTES – May 13, 2024**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, May 13, 2024, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 240528-5A **AGENDA APPROVAL – MAY 28, 2024**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of May 28, 2024, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 240528-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of May 28, 2024 including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240528-8A **RESOLUTION TO APPROVE THE FISCAL YEAR 2024-2025 CITY BUDGET**

Motion by Councilmember: _____

WHEREAS, the Swartz Creek City Council is required to approve a budget in accordance with the General Appropriations Act and Uniform Budgeting and Accounting Act; and

WHEREAS, a public hearing was posted and held in accordance with the city charter on May 13, 2024; and

WHEREAS, the Swartz Creek City Council finds the following Fund-based budget to be an accurate and desirable instrument to appropriate funds to serve the needs of the City of Swartz Creek; and

WHEREAS, the Swartz Creek City Council desires the budget to be accompanied by additional illustrative, narrative, and data materials to make the budget more transparent and useful to staff, officials, and the public.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby adopt the following 2024-2025 fiscal budget based upon the following tax mills:

General Operating Levy	4.6862	mills
Public Safety SAD	4.9000	mills
Street Levy	4.0953	mills
Sanitation Levy	2.6270	mills

BE IT FURTHER RESOLVED, the Swartz Creek City Council hereby approve the 2024-2025 Budget Book as included in the May 28, 2024 city council packet.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240528–8B

RESOLUTION TO APPROVE ANNUAL COVERAGE AND PAYMENT FOR GENERAL AND LIABILITY INSURANCE OF THE CITY TO MEADOWBROOK

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek has a need to insure property, equipment, and services that it owns and provides; and

WHEREAS, the City of Swartz Creek has been engaged in risk management with the Michigan Municipal League Liability and Property Pool, as serviced by Meadowbrook Insurance Group since 1986; and

WHEREAS, the City of Swartz Creek finds this professional service to meet or exceed financial expectations, as well as the staffing and service needs of the city; and

WHEREAS, Ordinance Section 2-402 provides for the employment of professional services upon approval by the city council.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek appropriate and approve payment for an amount not to exceed \$48,490 to Michigan Municipal League Meadow Brook Insurance, payment of the City’s annual 2024-2025 premiums for property and liability insurance, funds to be apportioned to reflect departmental coverage as noted in the invoice.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240528-8C

RESOLUTION TO APPROVE UPDATE AND RECREATION OF THE CITY’S WEBSITE FOR ADA ACCESSIBILITY, FUNCTION, AND APPEARANCE

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek maintains a website that is a crucial component of information dissemination, online services, and communication; and

WHEREAS, the website platform is becoming outdated, resulting in a lack of ADA compliance, general functionality, and positive branding; and

WHEREAS, the city has a proposal from an experienced website designer to recreate the website to correct said deficiencies; and

WHEREAS, Ordinance Section 2-402 provides for the employment of professional services upon approval by the city council.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek approves the Recreation option for website updates as included in the proposal by Web Matters by Kristie Shelly, dated April 25, 2024, including Optional Items as deemed appropriate by the city manager.

BE IT FURTHER RESOLVED, the City of Swartz Creek city manager to craft and execute a standard contractor’s agreement for said services on behalf of the city.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240528-8D

RESOLUTION TO AUTHORIZE SIGNERS FOR THE CDBG SIGNATURE CARD

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek participates in the American Rescue Plan Act Program; and

WHEREAS, the Genesee County Community Development Program has requested that we update our authorized signature cards.

NOW, THEREFORE, BE IT RESOLVED that the following individuals be authorized to request reimbursement from the AMERICAN Rescue Plan Act (ARPA) Program:

1. Renee Kraft, City Clerk
2. Adam Zettel, City Manager

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240528-8E

RESOLUTION TO APPROVE TRAFFIC CONTROL ORDER NUMBER 180, TO ELIMINATE ONSTREET PARKING ON INGALLS BETWEEN FAIRCHILD AND SCHOOL STREETS

Motion by Councilmember: _____

WHEREAS, the city owns and operates a system of major and local streets, including traffic control devices; and

WHEREAS, Chapter 18, Article II of the Swartz Creek City Charter adopts the provisions of the Michigan Manual on Uniform Traffic Control Devices, 2009 Edition; and

WHEREAS, Section 1A.08 of the Michigan Manual on Uniform Traffic Control Devices, 2009 Edition places local control of the regulation of traffic devices; and

WHEREAS, the street administrator and staff from the Metro Police Department of Genesee County recommend that parking on the north side of Ingalls, between Fairchild Street and School Street be permitted to support the new school facilities and to slow traffic; and

WHEREAS, the street administrator and staff from the Metro Police Department of Genesee County recommend that Ingalls, between Fairchild Street and School Street be designated as a no passing zone to reduce traffic conflicts.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek approve Traffic Control Order #180 as a permanent order and direct the staff to place and/or remove signs in accordance with the MUTCD.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240528-8F

COMMISSION APPOINTMENT

Motion by Councilmember: _____

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

WHEREAS, there exists a vacancy for such a position; and

WHEREAS, said appointment is a Mayoral appointment subject to affirmation of the city council.

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

#240528- 8F1 **MAYOR APPOINTMENT:** **Nate Henry**
Park and Recreation Board, Resident
Remainder of four-year term, expiring December 31, 2026

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240528-8G

RESOLUTION TO APPROVE AN EXPANDED USE RESERVATION AND PARK FEE/DEPOSIT WAIVER FOR USE OF ELMS PARK FOR A NON-PROFIT GIRL SCOUT EVENT

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek requires park usage reservations and fees in accordance with adopted rules and regulations; and

WHEREAS, the Michigan Girl Scouts of Southeastern Michigan’s Community 01, in conjunction with the Michigan State Police is proposing an expanded park use reservation for Elms Park on September 21, 2024 for the purpose of holding a publicly available preparedness event (MIREADY Program); and

WHEREAS, both groups are recognized non-profits operating in Swartz Creek that meet the requirements for an expanded use reservation; and

WHEREAS, the city park rules and regulations states that “fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city.”; and

WHEREAS, the City Council finds the Michigan Girl Scouts of Southeastern Michigan’s Community 01, in conjunction with the Michigan State Police, to be qualifying groups with a qualifying activity.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby approves the expanded use reservation of the MIREADY event and waives all fees for the September 21, 2024 expanded use reservation in Elms Park.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240528-8H

RESOLUTION TO APPROVE A STREET CLOSURE PERMIT FOR THE MAKERS MARKET

Motion by Councilmember: _____

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

WHEREAS, said organization was approved to organize and host a monthly vendor market within Holland Square, including food trucks, from 3:00 p.m. to 8:30 p.m. on the following Tuesdays of May 14th, June 11th, July 9th, August 13th, and September 10th; and

WHEREAS, the May 14th event was successful enough to warrant expansion onto Holland Drive; and

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

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves the application for a street usage permit to conduct a craft market and food truck event on the Tuesdays June 11th, July 9th, August 13th, and September 10th, from 3:00 p.m. to 8:30 p.m., applicant: the Jeepers Creekers, Inc., in accordance with the application submitted, under the direction and control of the Chief of Police.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240528-8I

ABRAMS PARK ART DONATION ACCEPTANCE

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns operates and maintains a system of parks; and

WHEREAS, the Friends of Abrams Park has offered to donate a piece of art work to a proposed Monarch Butterfly waystation and garden Abrams Park; and

WHEREAS, the Park Board, after deliberation, found the steel art piece to be in the best interests of the park and approved the donation at their meeting on May 21, 2024.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council hereby accepts the Abrams Park art piece donation for Abrams Park, as pictured in the packet, conditioned upon the following:

1. The location and installation details for this piece are to be determined in an approved plan for the garden that the park board and council will review at a later date.

2. The project shall be overseen by the Director of Public Works and not commence until the ability to ensure project completion is evidenced.
3. The city will own and maintain the structure in a reasonable manner, with eventual replacement or removal dependent on the best interests of the city at a future date.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 240528-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of May 28, 2024.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE May 13, 2024**

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: Spillane, Gilbert, Hicks, Knickerbocker, Henry.

Councilmembers Absent: Cramer, Krueger

Staff Present: City Manager Adam Zettel, Clerk Renee Kraft.

Others Present: Metro PD Chief Bade, Rob Merinsky-OHM, Marianne McLanahan, Jim Barclay

Motion to excuse Councilmember Cramer and Mayor Krueger by Henry. Second by Gilbert. All said Aye.

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

NO: None. Motion Declared Carried.

APPROVAL OF MINUTES

Resolution No. 240513-02

(Carried)

Motion by Councilmember Knickerbocker
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday April 22, 2024 to be circulated and placed on file.

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

NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 240513-03

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council approve the Agenda as printed for the Regular Council Meeting of May 13, 2024 to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 240513-04

(Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of May 13, 2024, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

Jim Barclay: Stated there are air bubbles and cracks in new concrete by basketball court. Believes No Mow May is a terrible idea because Swartz Creek has roughly 450 acres of underdeveloped land for the bees.

Marianne McLanahan: Questioned if there is a trash can ordinance-neighbor has left his trash can out by road for three years. She would like the digital speed sign by her house again. Suggested more speed limit signs. She is enjoying the flowers.

COUNCIL BUSINESS:

PUBLIC HEARING FOR FISCAL YEAR 2024-2025 BUDGET

Opened at 7:21p.m.

No resident comments. Discussion ensued with council.

Closed 7:38 p.m.

RESOLUTION TO SET THE 2024-2025 COUNCIL MEETING SCHEDULE

Resolution No. 240513-05

(Carried)

Motion by Councilmember Spillane
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 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,

NOW, THEREFORE, pursuant to the Act, public notice is hereby given that regular meetings for fiscal year 2024-2025 shall be held twice each month, and further, that all meetings shall be held in the Paul D. Bueche Municipal Building Council Chambers located at 8083 Civic Drive, Swartz Creek, Michigan, unless otherwise provided in advance by the City Council, and further, meetings shall commence at 7:00 P.M. on the following dates:

July 2024:	Monday – 8th Monday – 22nd	
August 2024:	Monday – 12th Monday – 26th	
September 2024:	Monday – 9th Monday – 23rd	
October 2024:	Monday – 14th Monday – 28th	
November 2024:	Tuesday – 12th Monday – 25th	One day later
December 2024:	Monday – 09th Monday – 16th	6:00 p.m. start One week earlier
January 2025:	Monday – 13th Monday – 27th	
February 2025:	Monday – 10th Monday – 24th	6:00 p.m. start
March 2025:	Monday – 10th Monday – 24th	

April 2025: Monday – 14th
Monday – 28th

May 2025: Monday – 12th
Tuesday – 27th One day later

June 2025: Monday – 09th
Monday – 23rd

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 meeting will be held and/or to any radio or television station that regularly broadcasts into the City of Swartz Creek.

Discussion Ensued. As Amended.

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

RESOLUTION TO APPROVE PAVILION THREE REHABILITATION AT ELMS PARK

Resolution No. 240513-06 **(Carried)**

Motion by Councilmember Knickerbocker
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek owns operates and maintains a system of parks; and

WHEREAS, pavilion three at Elms Park has suffered structural deficiencies that require immediate and professional rehabilitation; and

WHEREAS, sealed bids were solicited from the public to complete this work, J.W. Morgan Construction LLC., submitted the lowest qualifying bid.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council hereby awards the Pavilion #3 project work to J.W. Morgan Construction LLC., in the amount \$10,120 and directs the City Manager to create and execute a standard contractor agreement with J.W Morgan Construction LLC.

Discussion Ensued.

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

**RESOLUTION TO APPROVE CONSUMERS ENERGY LIGHTING AGREEMENT –
SPRINGBROOK EAST**

Resolution No. 240513-07

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

WHEREAS, the street lights in the city are owned and operated by Consumers Energy Company (CE), a Michigan utility with principle offices located at One Energy Plaza, Jackson MI, 49201; and

WHEREAS, CE is the sole provider of street lights, electrical delivery, and maintenance on said lights in the County of Genesee, including Swartz Creek City; and

WHEREAS, CE supplies street lighting services to the city under a current standard street lighting contract which outlines specific fixture counts and types, said contract restated on November 1, 2014 and revised from time to time; and

WHEREAS, the City seeks additional changes to the street lighting services agreement that include the addition of lighting to a newer neighborhood and subsequent billing for such new lights; and

WHEREAS, Consumers Energy requires approval of an amendment to the existing street light contract and affirmation of the work orders to remove the existing lighting and install new lighting in accordance with the restated and amended lighting contract.

NOW THEREFORE, BE IT RESOLVED, it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of Swartz Creek, dated November 1, 2014, modified on November 1, 2018, in accordance with the Agreement for Modifications of Electric Facilities, dated May 3, 2024 and Authorization for Change in Standard Lighting Contract, as included in the May 13, 2024 City Council Packet.

BE IT FURTHER RESOLVED, that it is hereby deemed advisable to enter into a contract with Consumers Energy Company for furnishing lighting service within the City of Swartz Creek for a period of one year and thereafter from year to year, in accordance with the terms of the contract heretofore submitted to the city council.

BE IT FURTHER RESOLVED, that the city agrees to the terms and conditions of form 547 as included in the city council packet of May 13, 2024 and further directs the City Clerk to execute said agreements and forms that represent the aforementioned terms and conditions.

BE IT FURTHER RESOLVED, that the city agrees to furnish payment to Consumers Energy in accordance with invoice #9326729498, charges totaling \$300 for furnishing and installation of lights, costs to be invoiced to the project developer.

Discussion Ensued.

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

RESOLUTION TO ASSESS DELINQUENT CHARGES TO THE ASSESSMENT ROLL

Resolution No. 240513-08

(Carried)

Motion by Councilmember Henry
Second by Councilmember Knickerbocker

WHEREAS, the city, by virtue of enforcing certain ordinances and charter provisions, incurs expenses related to the improvement, maintenance, and/or replacement of private and public property; and

WHEREAS, the city also provides utility services, of which some recipients of said services have outstanding and overdue balances related to the same; and

WHEREAS, the city's ordinances related to the provision of water and sewer services, as well as those pertaining to the maintenance of sidewalks, noxious weeds, blight and fire cost recovery provide for the collection of expenses and related fees; and

WHEREAS, such outstanding expenses, service charges, and fees are able to be assessed to real property per Chapter 10 of the City Charter.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek directs the Treasurer to prepare an audit of all outstanding debts owed to the City for delinquent sidewalk snow removal, utility services, blight and fire cost recovery, and further, to cause such debts to be assessed against the property owner of record, in accordance with City Ordinance and State Statute, said debts to be placed against the summer 2024 tax collection roll.

Discussion Ensued.

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

RESOLUTION TO EXTEND BID UNIT PRICES AND APPROVE LOCAL STREET IMPROVEMENTS

Resolution No. 240513-09

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Knickerbocker

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

WHEREAS, the city also possesses a twenty year street improvement plan that details and prioritizes street investment; and

WHEREAS, the DPW and engineer monitor current conditions of streets and respective repair methods in order to seize opportunities to address specific street segments; and

WHEREAS, T.G. Priehs was awarded a contract based on unit costs that includes the rehabilitation of asphalt surfaces; and

WHEREAS, the city has identified specific street segments that appear to be good candidates for similar work; and

WHEREAS, the city has unspent road monies in the current budget, and T.G. Priehs is willing to extend accepted unit prices to address these specific areas.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek approves the proposal by T.G. Priehs, dated May 9, 2024 (formerly April 17, 2024), with the exception of Elms Road, as included in the May 13, 2024 city council packet.

BE IT FURTHER RESOLVED, that the City Council authorizes and directs the Mayor to execute said proposal on behalf of the city and for the city treasurer to appropriate such construction costs to the Local Street Fund.

BE IT FURTHER RESOLVED, that the City Council authorizes the City Manager further engage T.G. Priehs this construction season for miscellaneous patching and street work that is already within the confines of the local and major street fund budgets.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

Motion to amend resolution # 240513-09 by Henry, to approve the proposal by T. G. Priehs dated May 9, 2024. Second by Knickerbocker.

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

NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Spillane: Cemetery cleanup 9:00am – noon this Saturday. Historical Society is having their yard sale May 31. June 18 is the first Swartz Creek summer series concert. Suggested the sound equipment in council chambers needs improvement.

Councilmember Henry: Solution to sound could be wireless. Suggested adding trees where there are gaps at Don Shenk and Cappy. August 7 is National Night Out-Swartz Creek would like to see one on the civic campus one year.

Councilmember Gilbert: Discussed a resident's mowing. Have a fine evening.

Councilmember Knickerbocker: Join us at the next meeting on Tuesday for anyone that wants to join them for the Chamber Luncheon. Hometown days in two weeks.

Mayor Pro Tem Hicks: Suggested everyone consider changing meeting times from 7:00pm to 6:00pm or 6:30pm on a regular basis. Others stated it would make it difficult to arrive on time. Greenleaf had no gas from 7:00-11:30pm. Asked who pays for that? Response was "not us."

Chief Bade: Task force to work Hometown days. There will be uniformed officers from Grand Blanc, Flushing, Davison and State Police.

ADJOURNMENT

Resolution No. 240513-11

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular meeting at 8:21 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Renee Kraft, CMC, MiPMC, City Clerk

**CITY OF SWARTZ CREEK SWARTZ CREEK, MICHIGAN
MINUTES OF PLANNING COMMISSION MEETING
MAY 7, 2024**

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

Pledge of Allegiance.

ROLL CALL:

Commissioners present: Binder, Sturgess, Grimes, Henry, Branoff, Campbell, Melen, Krueger.

Commissioners absent: Wyatt.

Staff present: Adam Zettel-City Manager.

Others present: Walter Melen.

Others Virtually Present: Justin Sprague-CIB Planning, Lania Rocha.

APPROVAL OF AGENDA:

Resolution No. 240507-01

(Carried)

Motion by Planning Commission Member Branoff
Second by Planning Commission Member Binder

I Move the Swartz Creek Planning Commission approves the agenda as amended for the May 7, 2024, Planning Commission meeting.

Unanimous Voice Vote
Motion Declared Carried

MINUTES OF APRIL 2, 2024:

Resolution No. 240507-02

(Carried)

Motion by Mayor Krueger
Second by Planning Commission Member Grimes

I Move the Swartz Creek Planning Commission approves the Minutes for the April 2, 2024, Planning Commission meeting.

Unanimous Voice Vote
Motion Declared Carried

MEETING OPENED TO THE PUBLIC:

None.

BUSINESS:

LIGHTING ORDINANCE REVIEW:

Discussion ensued regarding the review of the current Lighting Chapter of the City of Swartz Creek zoning ordinance. Discussed pros and cons for ordinance changes, including lumens, string lighting and security lighting. There only needs to be around 50 words added to update this ordinance.

MEETING OPENED TO THE PUBLIC:

None.

Remarks by Planning Commission:

Commissioner Grimes questioned if there were any prospects for the corner of Miller and Elms. Mr. Zettel responded not yet.

ADJOURN:

Resolution No. 240507-03

(Carried)

Motion by Planning Commission Member Binder
Second by Mayor Krueger

I Move the Swartz Creek Planning Commission adjourns the May 7, 2024, Planning Commission meeting.

Unanimous Voice Vote
Motion Declared Carried

Meeting adjourned at 7:49 p.m.

Betty Binder, Secretary



Liability & Property Pool

Proposal

for the

City of Swartz Creek

Presented By:

Troy L Feltman, DPA
MML Liability & Property Pool
(248) 204-8283

May 22, 2024

Table of Contents

EXECUTIVE OVERVIEW	3
OUR MISSION	3
INTRODUCTION	4
WHAT YOU CAN EXPECT OF US	4
YOUR POOL INSURES MORE THAN . . .	4
COST AND COVERAGE SUMMARY	5
YOUR TEAM OF EXPERTS	7
BENEFITS OF POOLING WITH THE MML	8
CITY OF SWARTZ CREEK HAS . . .	9
INCREASED LIABILITY LIMITS	9
HIGHLIGHTS OF COVERAGES PROVIDED	10
WHO IS INSURED?	10
GENERAL LIABILITY	10
GENERAL LIABILITY EXCLUSIONS . . .	10
PUBLIC OFFICIALS LIABILITY COVERAGE	11
PUBLIC OFFICIALS LIABILITY EXCLUSIONS	11
PERSONAL INJURY & ADVERTISING / BROADCASTERS LIABILITY COVERAGE	11
POLICE PROFESSIONAL LIABILITY COVERAGE	11
PROPERTY COVERAGE	12
PROPERTY EXCLUSIONS	12
COMPREHENSIVE CRIME COVERAGE	13
AUTOMOBILE COVERAGE HIGHLIGHTS	13
WHAT IS COVERED?	13
AUTO COVERAGES PROVIDED	13
POOL RISK MANAGEMENT SERVICES	14
MEMBER EDUCATION	14
ONLINE SERVICES	14
MEMBERSHIP RESPONSIBILITIES	15

This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.

Executive Overview

The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability.

The **City of Swartz Creek** has been a Pool member since **1986**.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we're proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **City of Swartz Creek**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **City of Swartz Creek** for an annual premium of **\$48,490**. When compared to last year's cost of \$48,177, it represents a premium increase of \$313. In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2024. The City of Swartz Creek's portion of the dividend return is \$4,170. The City of Swartz Creek will receive this dividend in the month following payment of your 2024 renewal premium.

We encourage you to compare the Pool with our competition. Compare us based on price, coverage, service, financial security, experience and commitment to municipal risk management. When you do, the advantages of Pool membership become clear.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

Our Mission

To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.

Introduction

What You Can Expect Of Us

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems and claims; and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

Your Pool Insures More Than . . .

- | | |
|--------------------------------|------------------------------------|
| ✓ 452 Public Entity Members | ✓ 173 Water Utilities |
| ✓ 145 Fire Departments | ✓ 243 Sewer Utilities |
| ✓ 185 Law Enforcement Agencies | ✓ 16 Municipal Marinas |
| ✓ 2,295 Police Officers | ✓ \$6.7 Billion of Property Values |
| ✓ 5,827 Miles of Streets/Roads | ✓ 21 Dams |
| ✓ 7,697 Vehicles | |
| ✓ 18 Electric Utilities | |

Coverage and Cost Summary City Of Swartz Creek

Effective 07-01-2024 to 07-01-2025

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible						
Municipal General Liability (Coverage A)	\$10,000,000	N/A	\$0						
Mundy Township	\$10,000,000	N/A	\$0						
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0						
Personal Injury Liability (Coverage B)	\$10,000,000	N/A	\$0						
Medical Payments (Coverage C)	\$10,000	N/A	N/A						
Public Officials Liability (Coverage D)	\$10,000,000	N/A	\$0						
Mundy Township	\$10,000,000	N/A	\$0						
Law Enforcement Liability (Coverages A, B, and D)	No Coverage	N/A	N/A						
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0						
Fire Legal Liability	\$100,000	N/A	N/A						
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration						
Dam Liability	No Coverage	N/A	N/A						
Marina Operator Liability	No Coverage	N/A	N/A						
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0						
Automobile Liability (Coverages A and B)	\$10,000,000	N/A	\$0						
<table style="display: inline-table; border: none;"> <tr> <td style="text-align: right;"><u># Vehicles</u></td> <td style="text-align: right;"><u>Comp</u></td> <td style="text-align: right;"><u>Coll</u></td> </tr> <tr> <td style="text-align: right;">13</td> <td style="text-align: right;">\$250</td> <td style="text-align: right;">\$1,000</td> </tr> </table>	<u># Vehicles</u>	<u>Comp</u>	<u>Coll</u>	13	\$250	\$1,000			
<u># Vehicles</u>	<u>Comp</u>	<u>Coll</u>							
13	\$250	\$1,000							
Agreed Amount, if applicable 1 Vehicle for a total of \$250,000									
<i>Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$10,000,000 regardless of the number of coverages involved in the occurrence.</i>									

Property

Property - Blanket Basis	\$11,236,881	N/A	\$500
Boiler and Machinery	Included	N/A	\$500
Building(s)	Included	N/A	\$500
Contents	Included	N/A	\$500
Property in the Open	Included	N/A	\$500
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	See Schedule	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A



Coverage and Cost Summary City Of Swartz Creek

Effective 07-01-2024 to 07-01-2025

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Contractor's Equipment	\$501,502	N/A	\$250
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$100,000	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Radio Equipment	\$42,448	N/A	\$250
Valuable Papers	\$100,000	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer / Finance Director	\$100,000	N/A	N/A
Bond #: B Treasurer / Finance Director, Manager, Clerk with respect to USDA Rural Development, LTGO Bond	\$129,774	N/A	N/A
Bond #: C Treasurer with respect to USDA Water Supply System Revenue Bond, Series 2023	\$163,938	N/A	N/A

Only one deductible applies to claims involving two or more property coverages.



michigan municipal league
Liability & Property Pool

Coverage and Cost Summary City Of Swartz Creek

Effective 07-01-2024 to 07-01-2025

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
-----------	--------------------	-----------------	------------------------------

The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$48,490.

Cyber Coverage

TOWER 1 Limit	POLICY AGGREGATE LIMIT OF LIABILITY	\$100,000	For all Damages, Claims, Expenses, Penalties and PCI Fines, Expenses and Costs
	Information Security and Privacy Sublimit	\$100,000	each Claim and in the Aggregate
	Regulatory Defense and Penalties Aggregate Sublimit	\$20,000	each Claim and in the Aggregate
	Website Media and Content Liability Aggregate Sublimit	\$100,000	each Claim and in the Aggregate
	PCI Fines, Expenses and Costs Aggregate Sublimit	\$10,000	each Claim and in the Aggregate
	Cyber Extortion Aggregate Sublimit	\$25,000	each Claim and in the Aggregate
	First Party Data Protection Aggregate Sublimit	\$35,000	each Claim and in the Aggregate
	First Party Network Business Interruption Aggregate Sublimit	\$25,000	each Claim and in the Aggregate
	Note: The above Sublimits are part of, and not in addition to, the overall Policy Aggregate Limit of Liability		
Liability Retention Per Claim:			
TOWER 1 Retention	All other coverages Retention:	\$0	each Claim
	Cyber Extortion:	\$5,000	each Extortion Threat
	First Party Data Protection:	\$5,000	each Data Protection Loss
	First Party Network Business Interruption:	\$5,000	each Business Interruption Loss Waiting Period: 12 hours
Limits of Coverage - Privacy Breach Response Services			
TOWER 2 Limit	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Aggregate Sublimit:	\$50,000	per Incident and in the Aggregate
TOWER 1 Limit	Notified Individuals:	10,000	Notified Individuals in the Aggregate
	A sublimit of up to 10% of Notified Individuals residing outside the United States, which is part of and not in addition to the Notified Individuals Aggregate Limit of Coverage		
Note: The Privacy Breach Response Services Limits of Coverage are separate from and in addi			
Privacy Breach Response Services Threshold/Retention (Each Incident):			
TOWER 2 Retention	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Retention:	\$0	each Incident
TOWER 1 Retention	Notification Services/Call Center Services/Breach Resolution and Mitigation Services Threshold:	0	each Incident

Your Team of Experts



Troy Feltman
Account Executive
(248) 204-8101



Michael J. Forster
Pool Administrator
(734) 669-6340



Katelyn Petracca
248-204-6160
(Le – Z)

Alpha Split:



Joan Opett
248-204-8579
(A – La)

Customer Service Representatives



Christopher Flechsig
Liability Claims Supervisor
(810) 844-8146



Matt Heins
Loss Control Supervisor
Law Enforcement Action Forum Coordinator
(248) 791-4371

Benefits of Pooling with the MML

- ✓ Proven long-term availability and stability
- ✓ Broad coverage document written specifically for Michigan municipalities
- ✓ Services tailored to unique needs of Michigan municipalities
- ✓ Member assets controlled by an elected Board of municipal officials
- ✓ Equitable rating based on Pool experience in Michigan
- ✓ Aggressive defense strategy – positive impact on case law
- ✓ Professional, dedicated, and experienced local management, oversight and service
- ✓ Decisions made and problems resolved by a group of your peers
- ✓ Investment income and underwriting surplus used to benefit members
- ✓ Lower expenses through tax-exempt and non-profit status
- ✓ Special loss avoidance training sessions including:
 - ✓ Safety aspects of emergency vehicle operations
 - ✓ Accident investigation for supervisors
 - ✓ Confined spaces training

The advantages of pooling can be summarized by:

Service + Control + Value

City of Swartz Creek Has . . .

- ✓ \$823,017 Annual Payroll
- ✓ \$11,236,881 of total values for real and personal property
- ✓ 13 Vehicles
- ✓ 1 Vehicles with agreed values totaling \$250,000
- ✓ \$89 Michigan Catastrophic Claims Assessment (MCCA) per vehicle (was \$86/vehicle for 2022) ↓

Increased Liability Limits

We cannot guarantee the adequacy of any limit of liability. Due to the following factors, it may be prudent to consider higher limits:

- ✓ Increased jury awards in your jurisdiction
- ✓ Increased litigation trends
- ✓ Protection of tax base against judgments in excess of your policy limits

If you are interested in increasing your liability limits, please contact your Account Executive.

Highlights of Coverages Provided

Who Is Insured?

The Pool member entity, elected and appointed officials, employees and authorized volunteers, and any person officially appointed to a Board or Commission

General Liability

In addition to standard liability coverages (bodily injury, property damage, products and completed operations) the Pool provides coverages that municipalities need on an **occurrence basis with no aggregate liability limits**:

- ✓ Liability resulting from mutual aid agreements
- ✓ Premises medical payments
- ✓ Host liquor liability
- ✓ Watercraft liability, owned less than 26' and non-owned less than 50'
- ✓ Special events **excluding** -
 - Fireworks (unless endorsed)
 - Liquor Liability
 - Mechanical Amusement Rides
- ✓ Fire legal liability for real property
- ✓ Ambulance and EMT malpractice

Fireworks Coverage Options: (Fireworks application must be completed before coverage is endorsed)

1. The MML Liability & Property Pool is primary (the Member is not added as an additional insured on a pyrotechnician's coverage):	
Annual Aggregate Sublimit	Additional Premium
\$500,000	Yes
\$1,000,000	Yes
2. The MML Liability & Property Pool is excess (the Member is added as an additional insured on a pyrotechnician's coverage):	
NO ADDITIONAL PREMIUM	

- ✓ Athletic participation liability
- ✓ Employee benefit liability
- ✓ Cemetery operations coverage
- ✓ Marina Operators coverage available
- ✓ Up to \$10 million in liability limits available
- ✓ Pollution coverage for Hazardous Response Teams
- ✓ Cyber Liability and Data Breach Response Coverage – as described on MMLCYD (09/17)

General Liability Exclusions . . .

The following is a partial list of general liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution (except for Hazmat operations).
- ✓ Nuclear energy / nuclear material hazards
- ✓ Expected or intended injury
- ✓ Breach of contract
- ✓ Failure of dams (unless endorsed)
- ✓ Backup of Sewers and Drains (**exception -- \$100,000 Annual Aggregate Sublimit for Sewer and Drain Liability**)
- ✓ Aircraft Liability – (Unless Endorsed -- Limited Coverage for Unmanned Aircraft—MML236)
- ✓ Contractual Liability
- ✓ Failure to supply utilities
- ✓ Electromagnetic radiation
- ✓ Medical malpractice for doctors and physicians
- ✓ Criminal activity--Intentional acts w/knowledge of wrongdoing

Cyber Liability and Data Breach Response Coverage

- ✓ Information Security and Privacy Liability
- ✓ Privacy Breach Response Services
- ✓ Regulatory Defense and Penalties
- ✓ Website Media Content Liability
- ✓ PCI Fines, Expenses and Costs
- ✓ Cyber Extortion
- ✓ First Party Data Protection
- ✓ First Party Business Interruption

Public Officials Liability Coverage

“Wrongful Acts”, including intentional acts, defined as any actual or alleged error, misstatement, act of omission, neglect or breach of duty including:

- ✓ Neglect of duty
- ✓ Zoning defense and land use litigation
- ✓ Malfeasance
- ✓ Violation of civil rights
- ✓ Discrimination
- ✓ Employment practices
- ✓ Misfeasance
- ✓ Cable TV broadcasting

Public Officials Liability Exclusions

The following is a partial list of public officials’ liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution and Nuclear Energy
- ✓ Fraud, dishonesty, intentional and criminal acts
- ✓ Failure to purchase coverage or adequate coverage
- ✓ Return of governmental grants or subsidies
- ✓ Intentional acts with knowledge of wrongdoing
- ✓ Eminent domain / takings
- ✓ Illegal profit
- ✓ Labor union actions
- ✓ ERISA violations
- ✓ Backup of Sewers and Drains

Personal Injury & Advertising / Broadcasters Liability Coverage

- ✓ Mental anguish and stress
- ✓ Libel, slander or defamation of character; violation of an individual’s right of privacy
- ✓ Proactive services for non-monetary damage claims

Police Professional Liability Coverage

Police Professional Liability coverage is contained within the General Liability and Public Official Liability Coverage Parts

- ✓ Discrimination
- ✓ Violation of civil rights
- ✓ Jail operations
- ✓ False arrest, detention or imprisonment, or malicious prosecution
- ✓ Wrongful entry or eviction or other invasion of the right of private occupancy
- ✓ Assault or battery
- ✓ Improper service of suit
- ✓ Coverage assumes officers act with intent

Property Coverage

In addition to covering buildings, contents and personal property, the Pool provides:

- ✓ Blanket coverage -- All member-owned property insured (unless specifically excluded)
- ✓ Coverage based on ownership rather than on a "schedule on file" avoids coverage gaps due to errors or oversight
- ✓ Property of others in custody of the Member for which the Member has an obligation to provide coverage
- ✓ Boiler & Machinery coverage, including Boiler certification inspections
- ✓ Replacement Cost or Actual Cash Value available
- ✓ Fungal Pathogens (Mold) Limited Coverage
- ✓ Demolition/increased cost of construction
- ✓ No coinsurance
- ✓ Valuable papers
- ✓ Loss of Rents
- ✓ Property in the open
- ✓ Extra expense
- ✓ Expediting expense

Property Exclusions

The following is a partial list of property coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Nuclear reaction/ contamination
- ✓ War
- ✓ Cyber Risk
- ✓ Fungal Pathogens (Mold) excess of sub-limit
- ✓ Failure to supply utilities
- ✓ Transmission Lines and Poles
- ✓ Dishonest acts
- ✓ Acts of Terrorism excess of Pool's Aggregate Sublimit -- MMLC TR (9/1/10)
- ✓ Wear and tear
- ✓ Computer failures/ viruses

Only one deductible applies to claims involving two or more property coverages.

Comprehensive Crime Coverage

- ✓ Employee Dishonesty/ Faithful Performance of Duty coverage provided on a blanket basis
- ✓ Loss Inside the Premises
- ✓ Loss Outside the Premises
- ✓ Money Orders/ Counterfeit Currency
- ✓ Depositors Forgery
- ✓ Position Fidelity Bonds
- ✓ Computer Fraud
- ✓ Funds Transfer Fraud

Automobile Coverage Highlights

What Is Covered?

Coverage is afforded while operating land motor vehicles, trailers or semi-trailers designed for travel on public roads.

Auto Coverages Provided

- ✓ Michigan No-Fault Coverage, includes mini-tort coverage for no extra charge
- ✓ Excess protection for use of personal automobile for municipal business
- ✓ Uninsured motorist for municipally owned vehicles
- ✓ Underinsured motorists
- ✓ Non-owned and hired auto
- ✓ Comprehensive - actual cash value basis
- ✓ Collision - actual cash value basis
- ✓ Volunteer firefighter auto accident liability coverage
- ✓ Agreed value coverage for emergency vehicles is available
- ✓ Fire or Rescue Vehicle Rental Reimbursement Coverage

Pool Risk Management Services

- ✓ Review and service of all municipal insurance matters
- ✓ Public entity experts address various liability issues
- ✓ Aggressive, member-oriented defense strategy
- ✓ Former police officials address law enforcement risks
- ✓ Physical inspection by municipal loss control consultants
- ✓ Law enforcement risk control programs (LEAF and LERC)
- ✓ Property appraisal services available

Online Services

www.mml.org (click on the *Insurance* button) – offers Pool members an outstanding resource for municipal risk management information and self-help tools in one attractive, simple-to-navigate location. File a claim on line. Download your renewal application. Request a loss control service visit. E-mail us a question. Other services available online:

- ✓ Online Forms (including Sewer Backup Sample Documents)
- ✓ Risk Resources:
 - ✓ Risk Control Solutions
 - ✓ Safety & Health Manual
 - ✓ Risk Management is Good Management Program
 - ✓ Law Enforcement Newsletters
 - ✓ Access to Safetysurance website -- <http://www.safetysurance.com/>
- ✓ MML Pool Audited Financial Statements
- ✓ Intergovernmental Contract
- ✓ Board of Directors, Pool Administrator and Staff Profiles and Contact Information

Membership Responsibilities

Membership in the Michigan Municipal League Liability and Property Pool provides numerous benefits. Likewise, individual members have certain responsibilities to the other members, which are detailed in the Intergovernmental Contract. The following is a summary of the membership responsibilities. Please refer to the Intergovernmental Contract, Articles 5 and 6, for more information.

- ✓ If a Member intends to leave the Pool, the Member must send a written notice to the Pool at least 60 days prior to its next renewal date.
- ✓ A Member must pay its premium when due. The Pool must give each member 20 days written notice of intent to terminate membership for nonpayment of premium. Payment of premium before the 20 days notice is effective will entitle the Member to reinstatement.
- ✓ Members must maintain membership or associate membership status in the Michigan Municipal League.
- ✓ A Member will allow attorneys employed by the Pool to represent the Member in defense of any claim made against the Member within the scope of coverage provided by the Pool. A Member will cooperate with the assigned attorneys, claims adjusters, service company or other agents of the Pool relating to the defense of claims for which the Pool is providing coverage.
- ✓ A Member will follow loss reduction and prevention measures established by the Pool.
- ✓ A Member will report to the Pool as promptly as possible all incidents that the Member reasonably believes may result in a claim against the Member.

From: [Troy Feltman](#)
To: [Adam Zettel](#)
Subject: MML Liability & Property Pool 2024 Renewal Proposal
Date: Monday, May 13, 2024 11:56:10 AM
Attachments: [image001.png](#)
[City of Swartz Creek 2024 Renewal Proposal.doc](#)

Hi Adam,

Attached is the renewal proposal, please review. The renewal premium for the Liability and Property insurance renewal for the City of Swartz Creek effective July 1, 2024-2025 with the MML Liability & Property Pool is \$48,490 compared to the expiring premium of \$48,177. This is a premium increase of \$313.

There are a few reasons for the change in premium:

- a. There was a slight increase in the property and liability rates

Also, the Board of Directors of the MML Liability & Property Pool voted to return another dividend in 2024 to renewing Members. The City of Swartz Creek's portion of the dividend return is about \$34,087. The City of Swartz Creek will receive the dividend after paying your renewal premium.

This is a typo. The dividend is \$4,170.

All I need is for you to respond to this message allowing me to process the Invoice, Certificates and Binder.

Please let me know if you have any questions. I am happy to meet with you to discuss this.

Thank you,

Troy

Troy L. Feltman, DPA
Account Executive
MML Liability & Property Pool
MML Workers' Compensation Fund
248-204-8101 (Direct Line)
517-763-9974 (Cell)



The Information contained in this message is privileged and confidential. It is intended only to be read by the individual or entity named above or their designee. Unless you are the named

addressee or an authorized designee, you may not copy or use it, or disclose it to anyone else. If the reader of this message is not the intended recipient, you are on notice that any distribution of this message, in any form, is strictly prohibited. If you receive this message in error, please immediately notify the sender and delete or destroy any copy of this message. If you received a “commercial purpose email” as defined under the CAN-SPAM Act (15 U.S.C. § 7704(a)(3)(C)), you may request to opt-out of receiving future commercial purpose emails by sending an email to Email-Unsubscribe@meadowbrook.com and change the subject line to “Unsubscribe”. Please allow 10 business days for us to honor your request.



GENESEE COUNTY
METROPOLITAN PLANNING
COMMISSION

AUTHORIZED SIGNATURE CARD FOR CONTRACTS AND INVOICES

NAME OF AGENCY OR BUSINESS	ADDRESS OF AGENCY OR BUSINESS
SIGNATURES OF INDIVIDUALS AUTHORIZED TO SIGN CONTRACTS AND SUBMIT INVOICES	
<input type="checkbox"/> ONLY ONE SIGNATURE REQUIRED <input type="checkbox"/> TWO SIGNATURES REQUIRED	
1) TYPED/PRINTED NAME AND SIGNATURE	2) TYPED/PRINTED NAME AND SIGNATURE
3) TYPED/PRINTED NAME AND SIGNATURE	4) TYPED/PRINTED NAME AND SIGNATURE
I CERTIFY THAT THE SIGNATURES ABOVE ARE THE INDIVIDUALS AUTHORIZED TO SIGN CONTRACTS AND SUBMIT INVOICES	
_____ SIGNATURE OF AUTHORIZING OFFICIAL AND DATE	
PLEASE ATTACH ANY SUPPORTING DOCUMENTATION	



P.O. Box 164 - Highland MI - 48357
248-830-6062

QUOTE
4/25/2024
City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473

Item Description - RECREATION

Installation of Joomla 4 & Nicepage Component

Content Management software - Administrative access for editing pages and updating website.

Custom Template Creation for use throughout site. Template to provide consistency while offering the ability to upgrade template change design of site.

Homepage layout with icons for ease of use.

Transfer of existing pages and documents to new website layout.

Responsive image galleries

Document library accordian layout creation

Advanced site search

Online fillable contact forms for Departments

Mobile responsive design with cross browser support.

Following guidelines for ADA compatibility - focusing on the needs of residents including but not limited to elderly and disabled.

2 hours of Training on Administrative Access.

TOTAL QUOTED AMOUNT

\$3,750.00

Item Description - UPDATE CURRENT SITE TO JOOMLA 4

Installation of Joomla 4

Research & update existing components/modules

Custom template creation for Joomla 4 installation - creation of subdomain, transfer of existing site and database to subdomain for testing

Homepage layout with icons for ease of use.

Edocman Subscription update for Joomla 4

Advanced site search

Mobile responsive design, cross browser support. Following guidelines for ADA compatibility - focusing on the needs of residents including but not limited to elderly and disabled.

2 hours of Training on Administrative Access.

Quoted time of 12 hours for Joomla 4 update of existing site

\$95/hr

\$1,140.00

Time is billable on actual hours - the above is an approximate - billed in 15 minute increments at \$95/hr.

OPTIONAL

MAINTENANCE & SUPPORT

Monthly Website Hosting - includes 24/7 support for emergency postings. 48 - 72 time frame for all other updates. Updating website software of required PHP versions, modules and components.

Quarterly backups stored on WebMatters server and Web server for redundancy.

\$34.95 Monthly

Additional Website Updates - billed in 15 minute increments.

Google Business Profile & page creation

\$150.00

Google Analytics configuration

\$95.00

Facebook Pixel creation & Installation

\$150.00

Professional photos of Village Landmarks

\$325.00

Police Department Template

\$150.00

Acy Mailing to create and send newsletters

\$89.00 Yearly

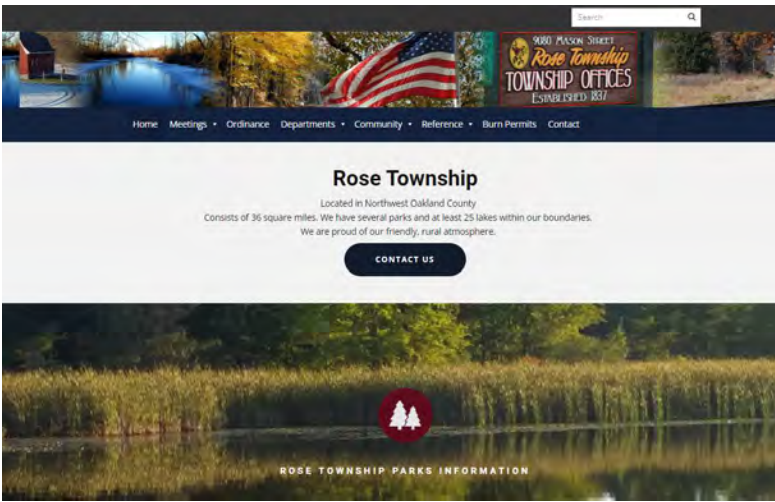
Newsletter creation & sending

hourly rate

SSL Certificate to cover entire site, yearly renewal

\$149.00 Yearly

WebMatters Design Examples





try special and elite team exists in law enforcement today. Having undergone years of rigorous training, they work day in and day out ready to risk their lives at a moment's notice, by intelligence, bravery or commitment. It's their legs - all four of them.

Most everyone has heard that a dog is man's best friend. For hundreds of Ohio police dogs, such a statement has much more significance than one may realize. They see and make traffic stops. Along with their handlers, they work hard every day to provide safe communities in which to live, work and raise families.

Ohio Law Enforcement K9 Association was founded in 2003 by Ohio Deputy Sheriffs, Ohio Police Officers and Ohio State Troopers to bring much needed canine training and enhance K9 units, our mission is to increase K9 use, training and confidence by forming partnerships with multiple jurisdictions throughout the state of Ohio. Our



Charter Township of
Royal Oak

Search



- Home
- Government
- Services
- Business
- Community
- Contact Us



Forms & Permits



Report a Concern



Online Payments



Voter Information



Phone: (248) 830-6062
social-media@cityofroyalok.com
webmatters-bykristie.com

References

Highland Township
Tami Flowers
248 887-3791 ext.5

Cassie Blascyk
248 887-3791 ext.6

Royal Oak Township
Gwen Turner
248-547-9804

Rose Township
Debbie Miller
248-634-8701

Village of Holly
Deborah Bigger
248-634-9571

City of Walled Lake
Celsea Pesta
248-624-4847

TRAFFIC CONTROL ORDER

In accordance with Chapter 18, Article II of the Code of Ordinances, and pursuant to the Michigan Manual on Uniform Traffic Control Devices adopted by the City of Swartz Creek, an investigation has been conducted by the traffic control engineer, relative to conditions at: **North side of Ingalls Street between Fairchild Street and School Street.**

And as a result of said investigation, do hereby direct that: **Parking be permitted on the north side of Ingalls and prohibited on the south side, in accordance with the plans created by Swartz Creek Community Schools; passing be prohibited.**

This Traffic Control Order shall become effective on the **28th** day of **May, 2024**, at **8:00AM AND upon sign installation.**

The following Traffic Control Order(s) is/are hereby rescinded:

TCO affects Order #171.

This order shall expire ninety (90) days from the date of filing, except that upon approval by the Council for the City of Swartz Creek, it shall remain in effect indefinitely until such time as rescinded temporarily by executive TCO, or permanently by action of the Council.

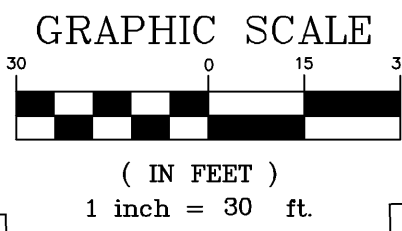
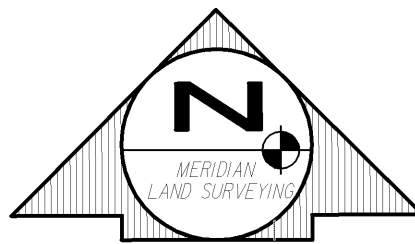
Chief of Police / Traffic Engineer

Filed with the Office of the City Clerk on _____ of _____, _____

City Clerk / Deputy City Clerk

Approved by the City Council, at a meeting held the 28th day of May, 2024, Resolution Number: 240528-8E.

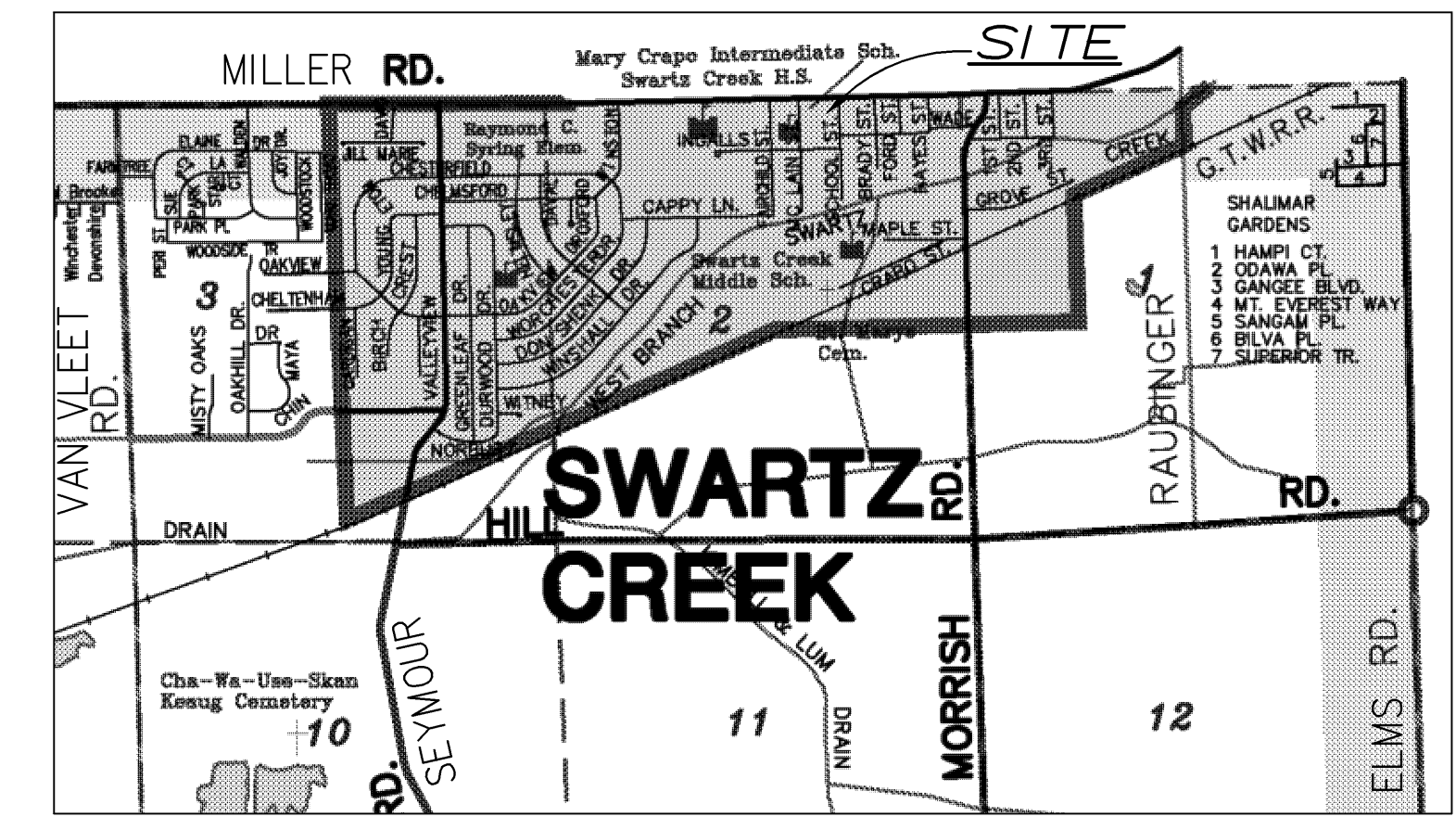
City Clerk / Deputy City Clerk



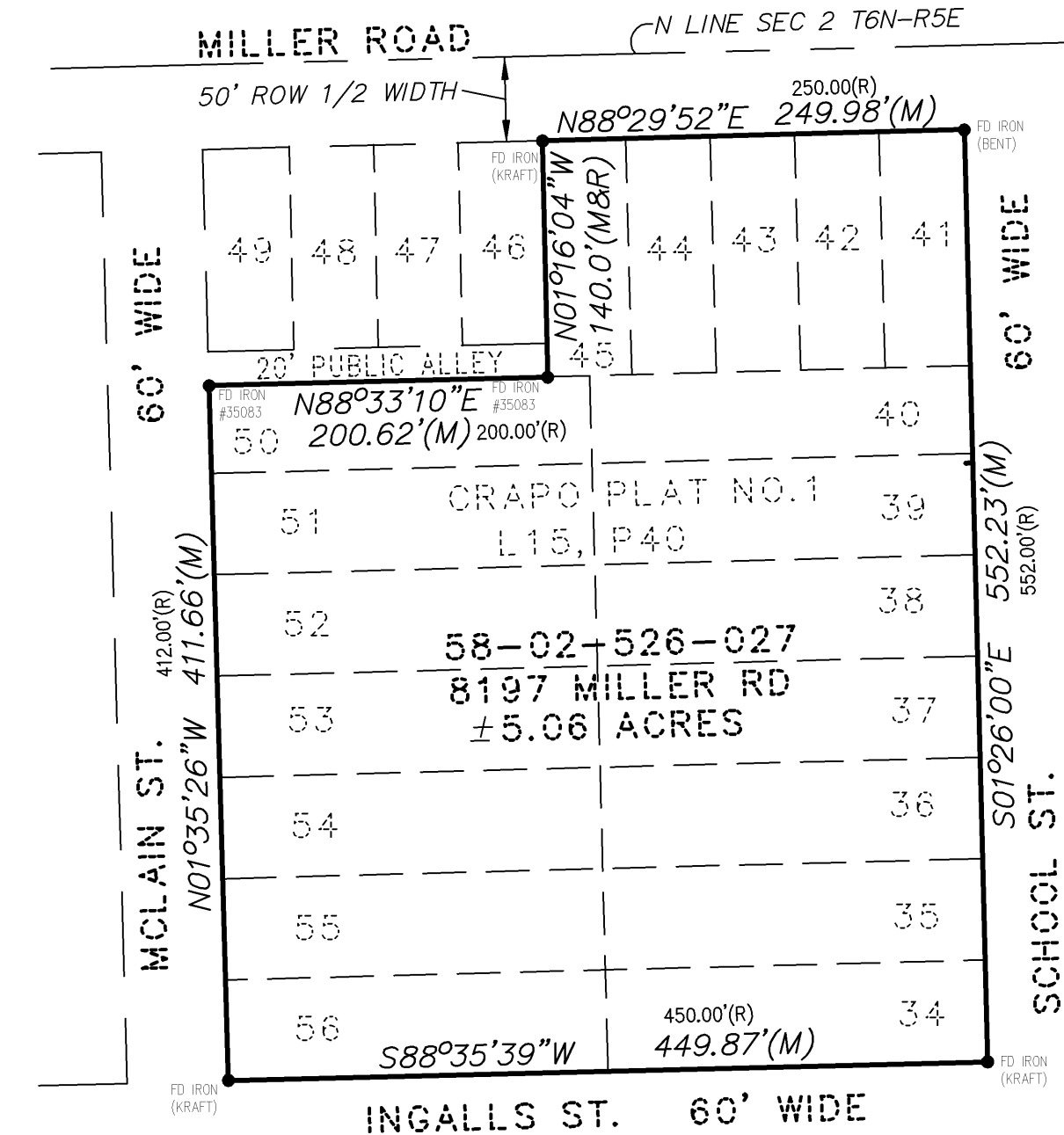
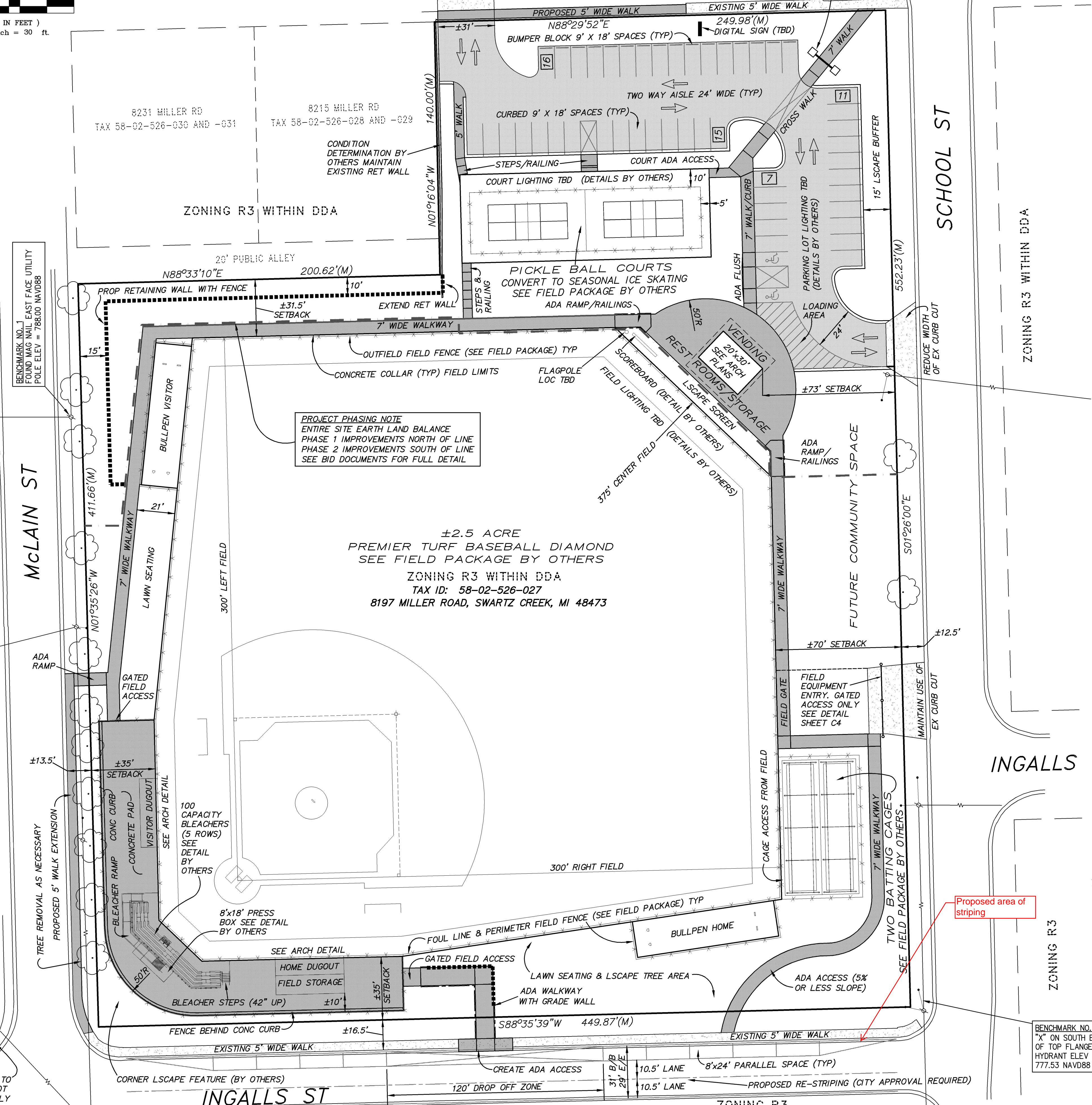
OWNER
SWARTZ CREEK COMMUNITY SCHOOLS
 8354 CAPPY LANE
 SWARTZ CREEK, MI 48473
 TEL: (810) 591-2300

MILLER ROAD

CORNER ENTRY FEATURE (SEE ARCH PLANS)
 FINAL LOCATION TBD (L'SCAPE BY OTHERS)



LOCATION MAP
 NO SCALE



PROJECT INFO FOR REFERENCE

ITEM	CITY ZONING	PROVIDED
ZONING	R-3 WITHIN DDA	SCHOOL DISTRICT EXEMPT
SITE ACREAGE	6,000 SF (0.14 ACRES)	5.06 ACRES (GROSS)
LOT WIDTH	60'	EXCEEDS SEE SURVEY
LOT COVERAGE (BUILDINGS)	35.0%	UNDER 1.0%
FRONT SETBACK	25'	SEE SITE PLAN
SIDE SETBACK	5' EACH (10' COMBINED)	SEE SITE PLAN
REAR SETBACK	35'	N/A
PARKING SETBACK	15' PERIMETER	15'
PARKING SPACES	47 - SEE NOTE RIGHT	50

SHEET INDEX - CIVIL DESIGN

- 1 OF 1
- C1. OVERALL SITE PLAN SCHEMATIC
 - (C2). TOPOGRAPHIC SURVEY (BY OTHERS)
 - C3. DEMOLITION PLAN & PROJECT QUANTITIES (W/GCDC-WWS SITE PLAN NOTES)
 - C4. ENLARGED GRADING PLAN NORTH (PARKING & VENDING)
 - C5. ENLARGED GRADING PLAN SOUTH (BASEBALL FIELD)
 - C6. DRAINAGE PLAN CALCULATIONS & STM SEW PROFILE
- D1. GENESEE CO. STANDARD CONST. NOTES (8TH ED.)
 - D2. GENESEE CO. STANDARD SANITARY SEWER DETAILS (8TH ED.)
 - D3. GENESEE CO. STANDARD PRESSURE PIPE DETAILS (8TH ED.)
 - D4. STORM SEWER, MISC DETAILS & NOTES
- SE1. SOIL EROSION PLAN
 - SE2. SOIL EROSION DETAILS

meridian
 LAND SURVEYING
 www.meridianls.com
 (810) 339-6605
 940 S. GRAND TRAVERSE ST.
 CITY OF FLINT, MICHIGAN 48502

REVISIONS

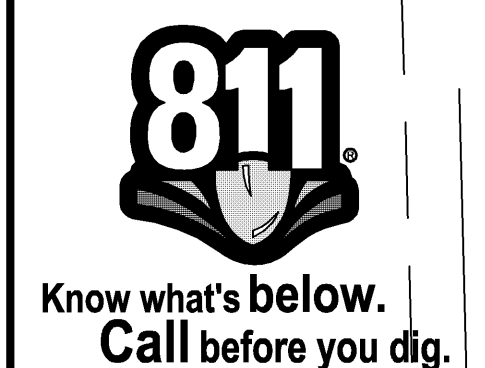
No.	Description	Date	By
1	ISSUED FOR REVIEW & PRE-BIDS	1-19-24	RJV
2	DRAWING & PICKLE ACCESS (C14 & C5 ONLY)	2-7-24	RJV
3	PER MMS, SWM & SEWC REVIEWS	2-20-24	RJV
4	ISSUED FOR BIDS	4-19-24	RJV

STATE OF MICHIGAN
 RICHARD J. VANDEVER
 License No. 6201046197
 PROFESSIONAL SURVEYOR
 04/19/24

Meridian Land Surveying, Inc.
 Field: B.S., D.S., OTHERS
 Drawn by: R.J.V.
 Designed by: R.J.V.
 Date: 12/14/23
 Checked by: R.J.V.
 Date Revised: 04/19/24
 CLIENT: SWARTZ CREEK COMMUNITY SCHOOLS
 SITE TAX ID: 58-02-526-027
JOB No. 2022194

OVERALL SITE PLAN SCHEMATIC
MARY CRAPO FIELD
 BASEBALL FIELD & COMMUNITY AREAS
 SWARTZ CREEK COMMUNITY SCHOOLS
 PROJECT LOCATION:
 8197 MILLER ROAD, SWARTZ CREEK, MI 48473
 SEC. 2, T6N-R5E, CITY OF SWARTZ CREEK, GENESEE CO., MI

2023194
 SHEET NO.
C1 OF **6**



Phone: (810) 635-4464

City of Swartz Creek Proof of Pavilion Reservation

Fax: (810) 635-2887

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

All monies, including a \$200 refundable security deposit, must be paid at time of reservation. Only Cash payments will be accepted for a rental date of five (5) days or less. Any cancellations must be made two (2) weeks prior to event date. **All cancellations are subject to a \$20.00 Cancellation Fee. ABSOLUTELY NO REFUNDS DUE TO WEATHER.**

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

Elms Park- 4125 Elms Rd

- #1 \$80.00 (\$205.00 non-resident)
60 People Maximum Electricity
- #2 \$100.00 (245.00 non-resident)
75 People Maximum Electricity
- #3 \$50.00 (\$145.00 non-resident)
25 People Maximum
- #4 \$80.00 (\$205.00 non-resident)
60 People Maximum Electricity
- Ball Field
- Soccer Field

Abrams Park- 5225 Winshall Dr.

- #1 \$50.00 (\$145.00 non-resident)
50 People Maximum
- #2 \$50.00 (\$145.00 non-resident)
60 People Maximum
- #3 \$40.00 (\$125.00 non-resident)
35 People Maximum
- Ball Field

Date of Reservation September 21 2024

Name of Responsible Party Julie Parsons-Hall, GSSEM C01 Event Coordinator

Address 1219 Ramsgate Rd Apt 2 Phone: 810.410.5250

City Flint Twp Zip 48532

Number of Guests 100+ Nature of Activity MIREADY Girl Scout Preparedness Day

Responsible Party Signature _____

E-Mail Address julip62@aol.com

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

CASH



CHECK#



Receipt #

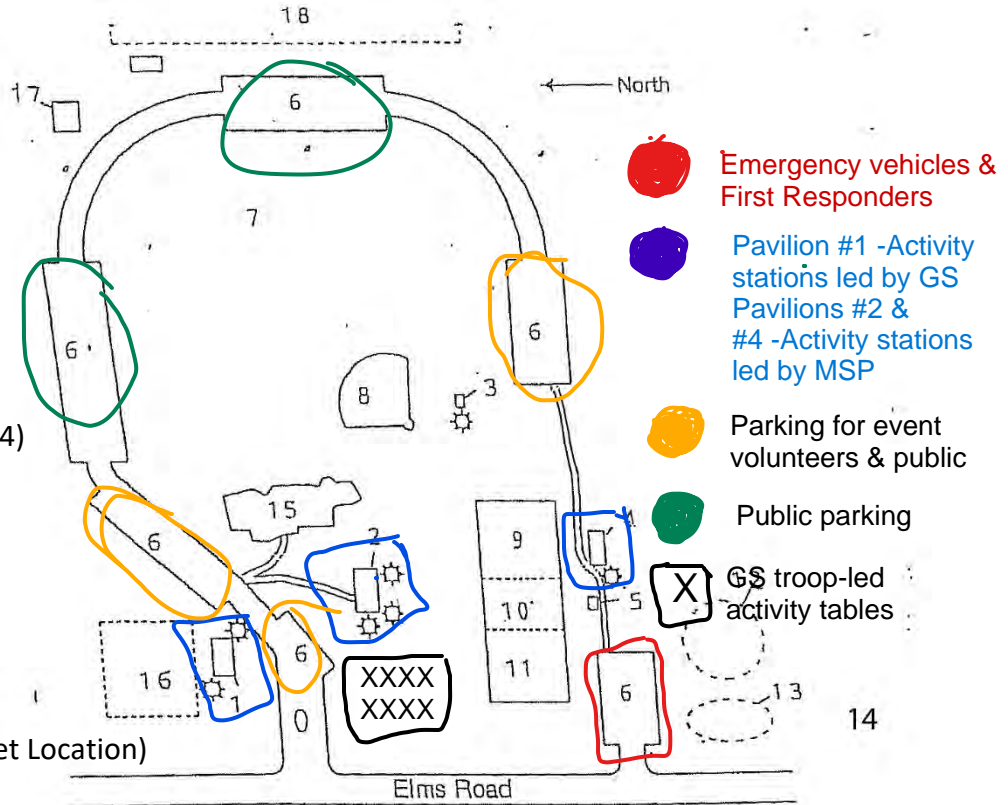
Area restrooms are attended during the early morning hours in the summertime. Due to high park volume and vandalism, you are strongly encouraged to bring your own paper products and soap or sanitizer for restroom use.

IF THERE ARE PROBLEMS AT THE PARK CONTACT 911.

City Official _____ Date _____

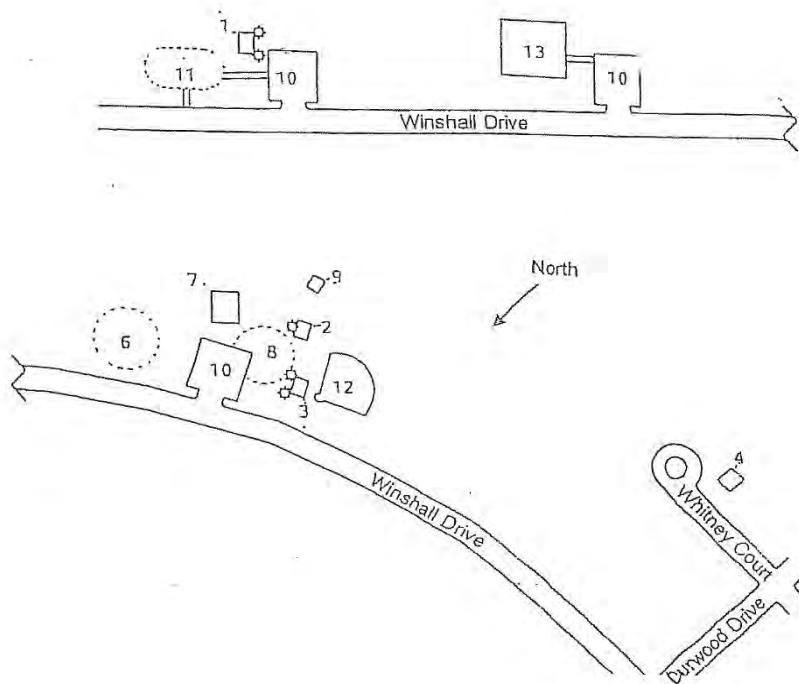
Elms Park

1. Pavilion #1 (60 people)
2. Pavilion #2 (75 people)
Restrooms attached; not reservable
3. Pavilion #3 (25 people)
4. Pavilion #4 (60 people)
5. Pavilion #5 (cannot be reserved)
6. Parking
7. Soccer Field
8. Ball Field
9. Basketball Courts
10. Open Area (Proposed Pickleball in 2024)
11. Tennis Courts
12. Sledding Hill
13. Skating Area (Mobile Toilet Location)
14. Dog Park
15. Dragon Area Playscape
16. Playground Area
17. Volleyball with net
18. Football/Soccer (Seasonal Mobile Toilet Location)
- ☀ Grill



Abrams Park

1. Pavilion #1 (50 people)
2. Pavilion #2 (60 people)
3. Pavilion #3 (35 people)
4. Pavilion #4 (Cannot be reserved)
5. Vacant
6. Sledding Hill
7. Old Basketball Court
8. Playground
9. Rest Rooms
10. Parking
11. Playground
12. Ball Diamond
13. New Basketball Courts
- ☀ Grill



CITY OF SWARTZ CREEK
PARK RULES AND REGULATIONS

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

ORDINANCE NO. 453

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

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

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

Exceptions to use of or presence in park after hours.

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

areas as shall be specifically designated as areas for the use of bows and arrows. Crossbows, bolts, and similar weapons are also prohibited.

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

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

8. **PAVILION RESERVATIONS.** Picnic pavilions shall be available to persons 18 years of age and older on a first-come, first-served basis. Reservations will be taken beginning on the first business day of each calendar year for city residents and the first business day of March for resident and non-resident applications. Fees and exclusive reservations are for weekends (Friday, Saturday, & Sunday) and holidays only.
9. **LIMITED USE FACILITY RESERVATIONS.** Any club, school, association, organization or recognized group desiring the use of specific areas of any park, such as picnic areas, athletic fields or ice rinks, shall file an application with the city manager and shall not use the park or area until the permit is granted.
 - 1) All permits shall require the permittee to clean up the park area after activity has terminated. All applications for permits must give the name, address and phone number of the permittee or the person responsible for the necessary policing thereof.
 - 2) All persons shall honor any special permits issued by the city, for certain areas, days and times, to clubs, organizations, teams or any other groups, including, but not limited to, picnic grounds, ball fields, skating rinks, stadiums, provided that such permit is on official forms when presented.
 - 3) Reservations will be given on a first come, first served basis beginning the first business day of each calendar year. Priority in the use of ball fields, soccer fields and similar athletic facilities in city parks shall be given to organizations scheduling regular games or matches. The city manager shall have the authority to designate organizations to provide for scheduling and oversight of use of athletic fields. Such organizations shall schedule use of the fields in a way that accommodates use by all interested organizations to the greatest extent feasible and to provide for compliance by these rules and regulations by all organizations using the athletic facilities.
 - 4) The city manager shall have the authority to restrict use of athletic fields to avoid excessive wear and tear on facilities.
 - 5) Organizations using athletic fields for scheduled games, matches and practices shall be responsible for removing litter from the areas used for their activities. In addition, organizations shall be responsible for removing and storing any equipment used in their activities. Installation of bleachers or similar facilities must be authorized by the city manager or his/her designee.
 - 6) The city will provide refuse disposal and the maintenance of athletic fields in coordination with the needs and schedules of organizations using the fields. Organizations using athletic fields that undertake specific activities uniquely required for their particular use of the fields such as the installation of bases or nets, the painting of lines on fields, etc. require prior approval.
 - 7) Playscapes, restrooms, play equipment are not available for reservation.
10. **EXPANDED PARK USE AND RESERVATIONS.** Swartz Creek-based organizations (defined as non-profit organizations or institutions with a principle office or auxiliary presence within the Swartz Creek school district) may be permitted the use of designated areas of city parks, including control during hours the parks are closed to the public, subject to the following conditions:
 - 1) Use must be pre-approved by the city council.
 - 2) The organizations' use of the park area shall not violate any local or state law nor unreasonably interfere with the use and enjoyment of adjacent park areas by others.
 - 3) The organizations shall hold the city harmless from liability for incidents arising out of the organizations' use of the park area and shall provide evidence of insurance coverage.
 - 4) The city reserves the right to direct where organizations' structures are installed and activities conducted to minimize damage to park property and facilities and to limit interference with the use of adjacent areas of the park.
 - 5) Fees shall equal the cost of all pavilion rentals for the park in use on a daily basis. Additional fees may be charged for services requested of the city and negotiated in advance, including use of barricades, additional utilities, port-a-johns, etc.
 - 6) In no case will use result in a charge for or prohibition on general access to the park by the public, by vehicle or other means.
 - 7) Reservations for this category can be granted by the city council beginning December 1 of the previous calendar year.
- 11) **VENDING.** Vending, including food trucks, is permitted on a limited basis after application to the city manager and under the administrative rules that may be set by the city, including a background check and administrative fee.

12) **DOG PARK REGULATIONS.** Within the designated dog park area in Elms Park, dogs are permitted under the following regulations. Elsewhere in the city, the city code applies.

- 1) All dogs must be leashed when not in the designated and enclosed dog park facility, including the adjacent parking lot.
- 2) Any person bringing a dog or dogs to the dog exercise area must have one leash per dog.
- 3) There shall be no more than three dogs per person allowed in the dog exercise area. Any person bringing a dog or dogs to the dog exercise area must have at least one dog feces waste bag per dog in his or her possession and must remove any feces deposited by the dog(s) in their care.
- 4) Persons under sixteen years of age visiting the dog exercise area must be accompanied and supervised by a parent or guardian or other responsible adult with permission of the parent or guardian.
- 5) Each dog shall always be under visual and voice control of the owner or other responsible person at least 16 years of age.
- 6) All dogs must have current vaccinations and licenses and shall wear a collar.
- 7) Aggressive dogs, as defined below, are not permitted in or around the dog exercise area, including but not limited to, the parking lot. Owners or other responsible persons will be held legally responsible for any injury caused by a dog that they bring in or around the dog exercise area.
An aggressive dog means:
 - i. A dog that bites a person. However, a dog shall not be considered aggressive if the dog bites a person wrongfully assaulting the dog or the dog's owner, or if the dog bites a person after being provoked by that person.
 - ii. A dog that injures or kills another domestic animal without provocation.
- 8) Female dogs in heat are not permitted in or around the dog exercise area including, but not limited to, the parking lot.
- 9) Dog owners or other responsible persons shall provide dogs with drinking water while visiting the dog exercise area when weather conditions require.
- 10) Dog owners or other responsible persons shall not keep dogs enclosed in a vehicle during hot weather which may cause injury to the dog.
- 11) Any person having knowledge of a dog having bitten, scratched, or injured a person or other animal within the dog exercise area, including but not limited to the parking lot, shall report the incident to the police department by calling 911.

12) **PUBLIC NOTICE.** The public shall be deemed to have been properly notified of the provisions of these rules and regulations upon their publication in a newspaper of general circulation in the city. Signs may be posted to insure substantial compliance with the provisions of these rules and regulations.

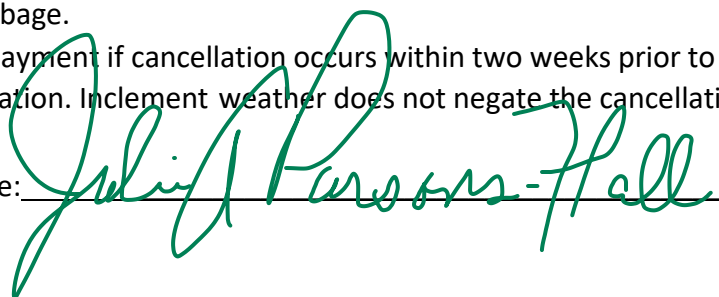
City Council Approval: Draft of October 23, 2023

CITY OF SWARTZ CREEK PARK & PAVILION RENTAL AGREEMENT

The Renter Agrees:

1. To abide by and enforce all rules and policies as described in this Rental Agreement and the City of Swartz Creek Park Rules and Regulations.
2. The pavilions and grounds are under the supervision of the Metro Police, the City, and its employees/representatives, who shall have the authority to restrict the use of the pavilion and grounds when it is deemed such as well be detrimental to the operation of the facilities or in violation of the Rental Agreement and the City of Swartz Creek Park Rules and Regulations.
3. The pavilions and grounds shall be subject to inspection at any time.
4. Metro Police, the City, and its employees/representatives reserve the right to halt any function that is deemed to be in violation of the city's ordinances, park rules, or this agreement.
5. That they are 18 years of age or older.
6. To indemnify the City of Swartz Creek and its employees or agents for all liability to persons or property on the premises.
7. To reimburse the City of Swartz Creek for any damages to the premises, buildings, landscaping, and equipment.
- 8. To forfeit their deposit for any observed violations to this Rental Agreement and the City of Swartz Creek Park Rules and Regulations.**
9. To accept the premises in its present condition and return it in like or better condition.
10. To vacate & clean the premises prior to park closure (pictures demonstrating rental clean up and restoration are recommended).
11. There shall not be any use of nails, staples, or other fasteners on tables or structures (tape is acceptable).
12. There shall not be use of confetti, streamers, water balloons, and similar party favors that create debris.
13. To clean all tables, remove and dispose of all trash and debris, and remove and dispose of all decorations.
14. Not to leave personal property on the premises other than during the rental period.
- 15. There will not be any alcohol consumption within the park.**
- 16. There will not be any inflatables, petting zoos, amplified sound (including DJ's) within the park.**
- 17. All cars are to park in designated areas. At no time are vehicles allowed in grassy areas near pavilions.**
18. To be responsible for cleanup of the general area and extinguish all fires in grills. Please do not put coals in garbage.
19. To forfeit payment if cancellation occurs within two weeks prior to rental date, and to pay \$20 for any cancellation. Inclement weather does not negate the cancellation policy stated above.

Applicant Signature: _____



Date: May 16, 2024



To: Swartz Creek City Council

From: Julie Parsons-Hall, GSSEM C01 Event Coordinator

Re: MIREADY Girl Scout Preparedness Day 9/21/24

This one afternoon can change a life and perhaps one day, save a life!

Please consider this request to waive the usage and security fees for Elms Park on Saturday, September 21st, 2024, for a free event for families. The event is a partnership between the Michigan State Police and the Girl Scouts of Southeastern Michigan's Community 01, and it will be open to the public from 1pm – 4pm. We will need to start setting up activity and information stations at least 1.5 hours prior.

MIREADY Michigan: The Michigan State Police MIREADY program provides resources and education to prepare Michigan residents for emergencies, disasters, and threats to our homeland.

The MIREADY Girl Scout Preparedness Day Program teaches girl scouts, and all youth participating in the program, the four essential steps of being prepared for life's emergencies. [Girl Scout Preparedness \(michigan.gov\)](https://www.girlscoutsofseemichigan.org/girl-scout-preparedness)

On-site there will be emergency vehicles and female first responders. Youth will have the opportunity to observe the vehicles and equipment up close and hear details about the responsibilities of an emergency responder. Other preparedness activities and presentations as well as educational games will be available.

Ms. Jane Troutman coordinates these aspects of the event.

GSSEM C01: Community 01 is a specific region of the Girl Scouts of Southeastern Michigan Council. It is comprised of three service units spanning school districts in Genesee County from Swartz Creek, Flushing, and Montrose to Flint, Burton, and Davison. The Lapeer school district is also part of the C01 region. It is likely that this event will draw scouting families from other GSSEM communities since the event information is available on the council's calendar of events.

At the Preparedness Day event a variety of stations with activities to educate youth in areas of health and safety will be available. These will be led by Girl Scouts and adult volunteers and include a station teaching basic first aid tips, a brief hands-only CPR lesson, discussions about recognizing storms, and learning what to do if a natural disaster occurs in our area. Despite these activities fulfilling badge requirements for girl scouts, all youth visiting the park may participate in these activities.

Community 01 will invite their community partners to set up tables to share information flyers about the youth programs they provide. In the past, some partners have offered giveaways like discount coupons and free tickets at their tables. These partners include Sloan*Longway, For-Mar Nature Preserve & Arboretum, Rollhaven Skating Center, and others.

Lastly, an information table will be set up for those interested in joining Girl Scouts!

These aspects of the event are coordinated through me, Julie Parsons-Hall.

SWARTZ CREEK: A free event that educates our youth about staying safe and being prepared in case of emergencies is something that benefits families and the entire community. From the basics of knowing Check, Call, Care to awakening a child's calling to help others in need, this program will have a lasting impact for those who take part.

We plan to have at least fifty volunteers working at the event and we hope to have at least one hundred youth plus their families visit Swartz Creek's Elms Park for this special event. Girl Scouts have an online registration platform available to them; however, this is a public event and pre-registration is not required.

There will be no vendors selling items or participating in games of chance at this event.

There is no plan to advertise to the public, but everyone is welcome!

Event contact: Julie Parsons-Hall, Email: julip62@aol.com, Cell: 810.410.5250



RESOLUTION # _____

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



DATE OF REQUEST: 5-21-24
SPONSOR ORGANIZATION: Jeepers Creekers
AUTHORIZED REPRESENTATIVE: Lania Rocha
WORK ADDRESS: _____ HOME ADDRESS: 1009 E. Atherton Flint
PHONE NO: WORK 989-332-2055 HOME: () _____ CELL: () _____
EMAIL ADDRESS: jeeperscreekers@gmail.com
TYPE OF EVENT: (check box)

PARADE ** (Draw Route on Attached Map) CARNIVAL
FOOT/BIKE RACE CRAFT SHOW
CONCERT OTHER: Makers Market

DATE OF EVENT: 6/11/24 7/9/24 8/13/24 9/10/24
TIME OF EVENT: FROM: _____ AM/PM TO: _____ AM/PM

ESTIMATED NUMBER OF PARTICIPANTS: 300

DESCRIPTION OF EVENT; NOTE STREETS REQUESTED TO BE CLOSED/USED:
The Makers Markets need a little more room and we would like to use Holland Drive from Miller Rd to the alley for the food trucks.

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

FOR: Jeepers Creekers (Organization) BY: Lania Rocha (Authorized Representative)
APPROVED BY: [Signature] (Chief of Police) _____ (Street Administrator)

* The throwing of any item(s) from any vehicle during the course of a parade is strictly prohibited and violations may result in criminal prosecution and/or the denial of future permit applications.
**The Chief of Police reserves the right to determine the length of time that any street(s) remain(s) closed to traffic.

State approves \$250M grant for new Genesee County megasite

Updated: May. 21, 2024, 3:10 p.m. | Published: May. 21, 2024, 2:59 p.m.



A farmers field with Hill road in the background on Wednesday, July 5, 2023, in Mundy Township. Brice Tucker | btucker@mlive.com

By

- [Fuad Shalhout](#) | fshalhout@mlive.com

MUNDY TWP, MI -- The Flint and Genesee Group Foundation received approval for \$250 million from the state of Michigan for a planned megasite on more than 1,000 acres near Bishop Airport.

A resolution to fund the request from the Flint and Genesee Group Foundation was approved by the Michigan Strategic Fund Board on Tuesday, May 21, just a month after the same board approved an additional \$9.2 million for the project.

The site, located in Genesee County's Mundy Township, has been groomed for a high-tech manufacturer willing to invest billions and bring thousands of new jobs there.

The bulk of the \$250M will go toward land acquisition and there's no company identified yet, as this is the MEDC being proactive to acquire land.

"We appreciate the continued support of the MSF Board for our work to bring an advanced manufacturer to Genesee County that will create new jobs and new opportunities for young people," said Tyler Rossmassler, executive director of the Flint & Genesee Economic Alliance. "Today's action is incredibly important and represents a fundamental step toward creating an attractive site for a job-creating project that will change the trajectory of our community now and for generations to come."

Mundy Township exists at the intersection of US-23 and I-75, and within a mile of I-69 and I-475 — and it has the luxury of excessive highway interchanges that make it easy to access.

It's roughly bounded on the south by Hill Road, on the west by Elms Road, on the east by Linden Road and on the north by Maple Road with one piece of the northern-most property stretching to a Canadian National rail line.

"\$250 million is a significant request," Mundy Township Manager Chad Young said. "It shows the effort being put into this is serious."

In addition to freeway and airport access, the site -- roughly three times the size of the old Buick City site in Flint -- boasts of abundant water, sewer, gas, and electricity.

Its water infrastructure, which can provide 5 million gallons of water per day to the site, might be the major selling point, as Genesee County is well equipped with great water resources through the Karegnondi Water Authority.

A group of residents who oppose the project have lobbied against it in a social media campaign on Facebook through the [Swartz Creek/Mundy Township Megasite](#) group, citing concerns for the environmental impact. Drawing large quantities of water can lower lake levels, affecting the entire ecosystem of Lake Huron.

It is not clear, as of now, what specific environmental assessment plan and proactive mitigation strategies are in place from The Flint and Genesee Group Foundation.

Earlier this year, the Flint and Genesee Group received an additional \$1.5 million from the MDF to improve the property.

There are various skilled trade programs in the area as well at Mott Community College, U of M-Flint and Kettering University as a reason that companies would be interested in the site.

More than 20 businesses and organizations in Genesee County have signed a letter of support for efforts to attract an advanced manufacturer to the region, including the Hurley Foundation. The letter is on the Flint & Genesee Economic Alliance website at [GeneseeJobs.org](#).

"It's encouraging to see support from the MSF Board for the important work to attract a once-in-a-generation opportunity in Genesee County, which has experienced decades of job losses," said

Karima Amlani, president of the Hurley Foundation. "We are excited to see another step toward more people living and working in our incredible community."

There are just over 15,000 residents in Mundy Township.

- [What's that? New market offering produce and more to open in Genesee Township](#)
- [President Biden addresses thousands, rails against Trump at NAACP Detroit event](#)
- [New Genesee County Aldi store set to open this week](#)

If you purchase a product or register for an account through a link on our site, we may receive compensation. By using this site, you consent to our [User Agreement](#) and agree that your clicks, interactions, and personal information may be collected, recorded, and/or stored by us and social media and other third-party partners in accordance with our [Privacy Policy](#).