

City of Swartz Creek

AGENDA

Regular Council Meeting, Monday, July 08, 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 June 24, 2024 MOTION Pg. 27
5. **APPROVE AGENDA:**
 - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
 - 6A. City Manager's Report MOTION Pg. 8
 - 6B. Staff Reports & Meeting Minutes Pg. 34
 - 6C. Grant Writer Agreement Pg. 48
 - 6D. CDBG Fund Availability Pg. 53
 - 6E. MML Pool and Loss Control Visit Letter Pg. 54
 - 6F. Priority Waste Transition Notice Pg. 58
 - 6G. Summer Newsletter Pg. 62
 - 6H. EPA UCMR 5 Testing Results and Program Information Pg. 66
 - 6I. MSHDA Reservation Letter for Holland Square Pg. 89
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. Grant Writer Agreement RESO Pg. 23
 - 8B. Eagle Scout Donation RESO Pg. 24
 - 8C. CDBG Fund Allocation RESO Pg. 25
 - 8D. MSHDA Reservation Letter RESO Pg. 25
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 26

Next Month Calendar (Public Welcome at All Meetings)

Planning Commission:	Tuesday, July 9, 2024, 7:00 p.m., PDBMB (One week later)
Downtown Development Authority:	Thursday, July 11, 2024, 6:00 p.m., PDBMB
Fire Board:	Monday, July 15, 2024, 6:00 p.m., Station #2
Park Board:	Tuesday, July 16, 2024, 5:30 p.m. PDBMB
Zoning Board of Appeals:	Wednesday, July 17, 2024, 6:00 p.m., PDBMB
City Council:	Monday, July 22, 2024, 7:00 p.m., PDBMB
Metro Police Board:	Wednesday, July 24, 2024, 11:00 a.m., Metro HQ
City Council	Monday, August 12, 2024, 7:00 p.m., PDBMB

City of Swartz Creek Mission Statement

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

City of Swartz Creek Values

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

Honesty, Integrity and Fairness

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

Fiscal Responsibility

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

Public Service

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

Embrace Employee Diversity and Employee Contribution, Development and Safety

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

Expect Excellence

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

Respect the Dignity of Others

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

Promote Protective Thinking and Innovative Suggestions

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

**CITY OF SWARTZ CREEK
VIRTUAL REGULAR CITY COUNCIL MEETING ACCESS INSTRUCTIONS
MONDAY, JULY 8, 2024, 7:00 P.M.**

The regular meeting of the City of Swartz Creek city council is scheduled for **July 8, 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: July 8, 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/u/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 Monday, July 8, 2024 - 7:00 P.M.

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

FROM: Adam Zettel, City Manager

DATE: July 3, 2024

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **MICHIGAN TAX TRIBUNAL APPEALS (Update)**

There have not been any commercial appeals for 2024 as of yet. Though some commercial appeals reach the tribunal in July, I suspect there will not be any for this calendar year.

✓ **STREETS (See Individual Category)**

✓ **2020-2023 TRAFFIC IMPROVEMENT PROGRAM (TIP) (Update)**

The Miller Road rehabilitation is complete, including bike lane markings. Once the invoicing is complete, we will close this project with the state.

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

The 2026-2029 TIP cycle is going to be open to applications this fall. We will be learning more about available funds, special conditions, and expectations of applications in late summer. Tentatively, I recommend we include the asphalt sections of Miller Road, Dye to Morrish. This section has a decent base, but the surface will begin to deteriorate quickly based upon the expected life cycle of the rehabilitation. While Elms and Bristol may be showing more stress, the scale of Miller Road, combined with its volume, width, and functional classification make this a good candidate for optimization of federal funds.

✓ **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 (Apartment 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. 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). Additional striping for bike lanes and MPH stenciling has occurred. The contractor and staff believe these markings are too small. We expect to increase the size during any future application.

The Genesee County Road Commission is set to rehabilitate a small section of Elms, north of the bridge. This work has commenced. Note that there is a water main project occurring south of the city on Elms that may disrupt this project.

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 water main 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.

We are now soliciting bids 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. Bids will be opened on the 11th, with the potential for approval on the 22nd. Depending on costs, we may target a neighborhood like Otterburn Heights 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.

Related to this project, the contractor is claiming that there is an issue with the subbase in areas of the village, and they indicate that they will likely file a claim for additional compensation to manage this. Our engineer does not see any validity to this. We met on the matter on June 7th, and it appears that there was a misunderstanding regarding responsibility for aggregate maintenance on the street beds. We do have some concerns that they may claim to be owed tens of thousands more for aggregate. Our engineering is closely monitoring quantities and this claim.

Street rehabilitation with limited drainage in Winchester Woods is nearly complete! Paving has occurred for all areas except a section of Young Drive. This section was

postponed pending potential drive/ditch work. It will be paved when the contractor mobilizes to tackle the other approved local street sections.

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.

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) have commenced. I expect this project to be completed very soon. We will report the findings to the city council regarding the potential for additional sewer repair work in the areas that were televised.

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** (*No Change of Status*)

All water main work is substantially complete. There is some obvious restoration to do, which will take USDA closeout into winter, but for all intents and purposes, the water main is in and we are done with this phase of USDA work.

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

See prior reports (May 28, 2024) for updates on PFAS and water affordability.

The hydrant painters are in town as I write this. I expect this will be a project they are working on for much of the summer. Again, this includes lead abatement cleaning of all hydrants with sandblasting, as well as a complete new coating. Note that we may add hydrants that have just been installed or that were recently installed due to early onset

rust. We expect to split this cost with the contractor for those that sustained installation wearing (a common occurrence with new installation).

Work is underway on a new section of water main that will connect Elms/Maple to Hill, and on to Morrish. This will provide some additional redundancy for the system. Water main is being installed on Elms, between Maple and Hill. Connection down Hill to Seymour is expected next year. These two connections will greatly increase reliability 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.

Our water meter wireless collector is not likely to be able to remain active on the communication pole that is on Elms Road. It appears Consumers Energy finds the power source to this area to be improper and will not drop another meter for us to use. We are faced with the option of correcting the issues that are pre-existing, which could cost tens of thousands of dollars, or finding another solution (the agreement provides a location on the tower, not guaranteed power).

It appears we can solve this problem by installing a 70' tower at Elms Park. The plan is to erect a single pole next to our civil alert siren in Elms Park. This should provide a solution that is not very noticeable, provides a city-owned power feed, and is located in such a manner to collect east-side meters. The cost is to be borne by the collector provider (Fergusson) due to all of the delays and issues experienced with this installation.

✓ **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** *(Update)*

The summer newsletter is included in the packet. 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)** Additional **demolitions have been sought by the owner of the raceway**. The owner intends to have the site razed for future use in 2024-2025. 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. There was a preliminary meeting to discuss construction on June 20th.
3. **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. 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. 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 include 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. A FLOCK camera has been installed at Elms, and fence repair work has been bid out as well (due on July 11).
8. **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 legislature has affirmed \$250,000,000 to this site, primarily for land acquisition. 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. Costco has commenced work for their new location off Hill Road by US 23.
10. **(Update)** **Holland Square** has plans and a preliminary cost for construction of a market-style shelter. A steering committee has met and is working towards a final product, with results by fall. Currently, the architect and builder are revising plans. Samantha confirmed that we landed a \$75,000 grant! Council is being asked to approved the reservation agreement for this grant.

11. **(Update) 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 will be in town to work on this on July 30th and 31st.
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.

✓ **REDEVELOPMENT READY COMMUNITIES (Update)**

I believe we have submitted everything that we need to in order to recertify this fall. We will liaise with the state to make sure and bring back any additional needs to the council .

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

The Methodist Church project is being marketed, and Samantha has some new retail targeting lead software that should help. As of writing, there do not appear to be any active leads.

There are not any active downtown property initiatives at the moment.

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 (Update)**

The owners may approach the city council directly on this matter. I spoke to them after the last June meeting and indicated that there was not much appetite to sell, especially at the stated offer. They asked what the council might accept. I advised them to engage in conversation directly if they wanted timely and accurate information in this regard. The previous report follows.

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.

As it happens, the neighbor to the west called and expressed interest in buying this to add to their homesite. I made an inquiry of the assessor to determine its value. She indicated that it would be worth \$15,000 but for the floodplain. She feels \$5,000 to \$6,000 would be fair given the floodplain building requirements. I relayed this to the neighbor, and I received an email reply from them. They offer \$3,000 cash to purchase this lot.

I am not sure if the council wishes to formally entertain this offer as-is or to perhaps counter. The council could also have the planning commission and/or DDA make a recommendation regarding the disposition of this lot to a neighbor. This is not being placed on the agenda at this time, but if any council member believes this offer is worth considering it is probably worth discussion. Let me know.

✓ **CDBG (Business Item)**

The contractor is going to proceed with sidewalk work in the qualifying downtown area. This will include connectors to Mclain and School from the trail. It will also include some repair work in the vicinity. The GCMPC has approved additional sidewalk work in the area without the need to bid or approve through council, as long as it is within the budget. There may be one or two more spots we can perform work, but it will not be much.

With that said, we expect the sidewalk total to come to about \$20,000. However, the GCMPC has allocated \$35,721 of CDBG funds to the city. As previously noted, we have the option of seeking a reallocation of any unspent funds to the senior center. I propose we do exactly that, so I am including a resolution that recommends transfer of surplus CDBG funds to the senior center. Since this is a pre-approved use that community funds already go to, it is allowable. It also keeps the funds within the community on prioritized needs.

In other news, the full applications for the next cycle (2025-2027) have been submitted. This includes senior services and downtown decorative lighting. Since we have had so many issues getting bids on CDBG work, the decorative lighting was chosen, in part, because Consumers Energy is a sole-source provider that is exempt from many of the federal requirements. This should create less issues in making use of future funds.

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

Shattered Chains held another volunteering event during the weekend of Hometown Days. They had some equipment donated for temporary use, so they were able to clear drains, add culverts, and tackle other grading issues. They are also in the final phases of getting tee pads installed and fairways mowed!

✓ **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 are going to mark Ingalls with the new scheme as soon as possible. Some of the markings for "25 MPH" and "30 MPH" are in various locations across the city. Combined with our other efforts, we expect this will help create more awareness and help to reduce speeds.

Note that both the contractor and staff find the stencils to be a bit small. We are looking to increase the size for future applications.

✓ **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 (Update)**

We are looking at final sign copies for all signs. This should be in by fall. 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 submitted an application to use the \$100,000 in additional ARPA funds in late June. They are proposing to buy a 14-passenger bus for \$120,000 to \$135,000. See the March 11, 2024 report for more details on this award and process.

✓ **SUPPLEMENTAL FINANCIAL SERVICES (Update)**

We are working with supplemental financial services as provided by Kim Lynch for another three months. This will take us through September. I expect to come back to council in early September to review the situation. As things stand today, I believe that supplemental services will be a part of our administrative service indefinitely. This is due to the retiring of Mrs. Olger, and the division of her duties among current staff.

✓ **WAYFINDING PROJECT (Update)**

The wayfinding agreement has been executed by the DDA, the MEDC grant has been fully executed. Guide Studio will be in town on July 30th and 31st. They will meet with staff and the steering committee to go over needs, take comments, and tour the community. The previous report follows.

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. 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** *(Business Item)*

Samantha has secured an additional \$75,000 in grant funds. This will make the powering of the structure, along with lighting and sound, a reality! The Michigan State Housing Development Agency is the awarding department. Though there is not a grant agreement ready to be reviewed. The department is asking that we affirm their reservation letter so

that they can assign the funds and proceed with the process. I recommend we do so for obvious reasons. An approval of this letter does not constitute an approval of the project or its design. The previous report follows.

The Holland Square Steering Committee met on May 30th. We believe we explored many opportunities and areas of concern to narrow in on what appears to be the most viable and desirable project. The concept remains the same, but there have been some additions relating to power, lighting, sound, and architectural style. The architect and contractor are working on renderings now.

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. With the addition of the grant, we expect the project to total around \$225,000.

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.

✓ **WEBSITE ACCESSIBILITY** *(No Change of Status)*

Web Matters is on the case. I will keep the city council informed regarding the creation of a new website and the transfer of our data.

✓ **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.

✓ **MERS ACTUARIAL** *(Update)*

I have reached out to MERS to schedule a consultation regarding their actuarial. I am requesting a presentation to the city council on the data, especially the new "Dedicated

Gains” policy. I am also seeking more information on their relative performance as a retirement portfolio investment manager. I will pass along information as I get it, and I am actively working to bring the discussion directly to the city council.

✓ **GFL ASSIGNMENT (Update)**

The transition to Priority Waste has occurred. We have received a new bond, new insurance, and new contacts. We have been communicating updates through our newsletter and social media. I am including one such notice. Barring any service changes or issues, I will look to remove this from future reports.

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

✓ **MONTHLY REPORTS (Update)**

Monthly reports are included.

✓ **MML POOL AND LOSS CONTROL LETTER (Update)**

We underwent our annual in-person consultation with the MML as it relates to workers compensation and loss control. Our ratios are fantastic and have resulted in significant savings for both of these functions. I am happy to present this letter.

In addition to providing insurance, Meadowbrook is a great partner to our city. They provide ongoing counsel and resources to make our workforce and community safer, as well as to lower legal risk. We believe we have improved many practices over the years which makes our workplace better for staff and the public, improves our fleet maintenance, and lowers general risk. This year, they are making some specific recommendations related to park inspections, which we can easily accommodate.

Overall, this is a great report card for our community.

✓ **EPA UCMR 5 TESTING RESULTS AND PROGRAM INFORMATION (Update)**

We have completed two rounds of testing for the EPA Fifth Unregulated Contaminant Monitoring Rule. In short, all testing results are below Minimum Reporting Levels; we are in great shape. The primary purpose of this cycle was to ascertain various PFAS levels in our source water. Even though all users of the Karegnondi Water Authority use Lake Huron water, we still needed to test this water, post treatment, at the entry point to the city. I am including the results and the program information for those that wish to know every detail (Nate).

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

✓ **PLANNING COMMISSION (Update)**

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 the ordinance are minor but necessary. There is a public hearing scheduled for July 9 (one week later due to the holiday) related to the ordinance. See their packet for details. If recommended for approval, it will be before the council on July 22nd.

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 July 9, 2024 (one week later due to the holiday). This will be a public hearing regarding the lighting ordinance.

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

The DDA did not meet in May. We were scheduled to hold our annual meeting in June, but we were not able to get a quorum of members present. Their last meeting was on April 11th. See the sections above for details on wayfinding, Holland Square and the social district.

Though there is not any new business, they are scheduled to meet on July 11 to hold their annual meeting and select officers.

✓ **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** *(No Change of Status)*

The park board met on June 18th. The board was updated on current happenings. These include bids for fencing, repair to Elms Park pavilion #3, the addition of two additional temporary laborers, disc golf improvements, the addition of trees and a bioswale to Otterburn Park/Genesee Valley Trail, waste bin purchases, bench installations, interpretive sign schedule (delayed), wayfinding sign movement, and Holland Square updates.

In addition, the Friends of Abrams Park group is proposing to donate a new flag reflection area at Abrams Park, near Daval Drive. This feature would replace the current flag, which is in rough shape. The park board agreed to remove the existing spruce that is in the vicinity and is in the way. The details of the potential donation are expected at a later date.

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

I do not believe we will get much traction with the company that attempts to repurpose urban wood. This may have been useful during the street reconstruction era. However, the removal of healthy trees is expected to be minimal now that most of the watermain and road reconstruction is done. Since they do not work with rotted or unhealthy trees, we simply do not have the volume to justify their program.

The next regular meeting is scheduled for July 16, 2024.

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

The Board of Review will meet again on July 16th. The duties between the different boards of review (March, July, and December) appear to be in a state of flux, with state statutes and State Tax Commission adjustments each year. Finding a summary of their duties to be difficult, I am including a Bulletin by the STC to explain in detail.

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

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

Ballots have been mailed to all residents on the permanent ballot list and those who requested on via the application list.

ELECTION DATES FOR 2024:

Primary Election: August 6, 2024 – Early Voting dates for the primary are July 27 – August 4 from 8:00am – 4:00pm.

General Election: November 5, 2024 – Early Voting dates for the general election are October 26 – November 3 from 8:00am – 4:00pm.

✓ **DEPARTMENT OF COMMUNITY SERVICES UPDATE (Bincsik) (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, concrete and storm sewer work is completed in the village. Asphalt base layers are completed with the exception of a small section on Winshall and Cappy, Greenleaf south of Oakview and Norbury.
- ❑ Road striping is completed. The vendor still has some of the hand painting to finish including bike path symbols and on road speed limit paintings. Stencils are completed and painting is supposed to be completed this weekend. Seymour Rd. will be completed later in the season once construction traffic is finished.
- ❑ 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.
- ❑ TG Priehs will be returning later in the construction season to work on Young drive and finish some ditching and culvert work on Oakview and Chesterfield.
- ❑ Sewer cleaning has started The vendor is nearly completed but still needs to televise and inspect manholes in the sections they completed
- ❑ The #3 pavilion repair at Elm's Park has started. The contractor is hoping to have the pavilion repair completed the week of July 8.
- ❑ Hydrant blasting and painting has started and will continue for the next couple of weeks.

✓ **TREASURER UPDATE (Nichols)**

The 2024 tax roll has been prepared and tax notices have been mailed. Preparations continue for the FY24 audit. 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 (Fountain) (Update)**

We were approved by the MSHDA board for the MI Neighborhood grant of \$75,000 towards the Holland Square project! This is very exciting news and makes this project more of a reality. As of now it looks like the total cost for this project will be about \$250,000. A portion of that will have to be crowdfunded through the Public Spaces Community Places program. We cannot start that campaign until Cosmos in the Creek is completely finished and installed. Please keep the Holland Square project in the back of your mind as a potential opportunity for donations in the future. A large enough donation can even result in naming rights! Notably, there was not a lot of support from local businesses or community organizations for Cosmos in the Creek. That must change for the PSCP campaign to be successful for the Holland Square project. I encourage everyone that belongs to a club, group, or other organization that makes donations to community projects, to start telling them the story of Holland Square, and the impact the finished project will have on the community.

The first Movie Night of the year was rescheduled from June 28th to Friday, July 5th due to the rain. Fingers crossed the weather forecast clears up for that date as well. I have an ice cream bicycle and lemonade stand booked for the rest of the movie season. We also have a balloon magician and face painter coming out for the first one.

The Jeepers Creekers Makers Markets are going well so far! They are the 2nd Tuesday of each month this summer- July 9th, August 13th, and Sept. 10th. Please check these out! We need the public to participate in these events in order to keep them going.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **EAGLE SCOUT PARK DONATION (Business Item)**

The Park Board reviewed a proposal by an aspiring Eagle Scout at their May meeting. The individual is seeking to donate two bike racks each to Elms and Abrams Parks. He is proposing a weighted and painted PVC pipe system. I do not have more information as of writing. If it is not available at the meeting, I will look to remove this from the agenda.

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

✓ **GRANT WRITER SERVICE EXTENSION (Update)**

Our agreement with the grant writer expires in mid-July. Though we are likely nearing the end of our need for such services, there is still an important period coming up for our pending DNR Trust Fund Grant, which will be the score analysis, resubmission, and potential for in-person advocating. We are still finalizing the transfer and use of congressional funds as well. As such, I recommend we continue to work with Linda for another six months. I suspect this will be the last extension unless council sees another specific need in the future.

Council Questions, Inquiries, Requests, Comments, and Notes

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.

Hometown Hero Award: Our own Rebecca Bosas was awarded the annual Hometown Hero Award by the Chamber of Commerce at their STARZ banquet. She was nominated for her outstanding work with the DPW and as a member of the community. Dave Wright was also a recipient a few years back! Congrats!

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, July 8, 2024, 7:00 P.M.**

Motion No. 240708-4A **MINUTES – June 24, 2024**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, June 24, 2024, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 240708-5A **AGENDA APPROVAL – July 8, 2024**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of July 8, 2024, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 240708-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of July 8, 2024 including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240708-8A **RESOLUTION TO RENEW A PROFESSIONAL SERVICE AGREEMENT FOR GRANT WRITING SERVICES**

Motion by Councilmember: _____

WHEREAS, the City undertakes a number of routine and special projects, many of which are supplemented or are only feasible because of additional state or federal grants; and

WHEREAS, the City has had success in acquiring many traditional grant sources that are offered through the state MEDC, MDOT, and DNR; and

WHEREAS, the City has obtained a congressional designated spending appropriation and continues to seek state DNR funds to support the build out of Otterburn Park; and

WHEREAS, state grants and federal allocations are complex and specific processes that require specialized experience, knowledge, and contacts to successfully administer; and

WHEREAS, the City approved a one year proposal from an experienced grant writer that has since had success in getting preliminary congressional designated spending approved for Otterburn Park, as well as engagements on ongoing grants, including the Michigan Department of Natural Resources Trust Fund Grant; and

WHEREAS, the federal allocation and DNR Trust Fund grants should be resolved and/or finalized by January of 2025; and

WHEREAS, the grant writer, CSC and Davis Kirksey Associates, Inc. has submitted a proposal to continue to consult on existing submissions and to work on additional, miscellaneous opportunities for a fee of \$1,000 per month for six months.

NOW, THEREFORE BE IT RESOLVED that the Swartz Creek City Council approve the Agreement between the City of Swartz Creek and Davis Kirksey Associates, Inc., as included in the city council packet of July 8, 2024, and further authorizes and directs the Mayor to execute the agreement on behalf of the City.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240708-8B

PARK BIKE RACK DONATION ACCEPTANCE

Motion by Councilmember: _____

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

WHEREAS, Eagle Scout candidate has offered to donate two bike racks to Elms Park and two to Abrams Park; and

WHEREAS, the Park Board, after deliberation, found the painted and weighted PVC constructs 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 bike rack donation for Elms and Abrams Park, conditioned upon the following:

1. The project shall be overseen by the Director of Public Works and not commence until the ability to ensure project completion is evidenced.
2. 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: _____

Resolution No. 240708-8C

RESOLUTION TO APPROVE A QUOTE TO INSTALL AND REPAIR SIDEWALK USING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek has \$35,721 of Community Development Block Grant Funds to spend on eligible improvements by August 31, 2024; and

WHEREAS, the city awarded sidewalk improvements and repairs in the qualifying downtown area on June 24, 2024 in the amount of \$17,500; and

WHEREAS, additional qualifying repairs may be authorized by the county, but the total expense is expected to be \$20,000 or less; and

WHEREAS, the City of Swartz Creek does not wish to lose the ability to invest CDBG funds into the community; and

WHEREAS, senior services as provided by the Swartz Creek Area Senior Center are a qualifying and desirable service for which CDBG funds have been authorized by the City of Swartz Creek and the Genesee County Metropolitan Planning Commission.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby authorizes and recommends that any surplus funds that are not otherwise able to be utilized for sidewalk repairs be allocated for senior services at the Swartz Creek Area Senior Center.

BE IT FURTHER RESOLVED, the Swartz Creek City Council hereby authorizes and directs the City Manager or his designee to execute any and all agreements, forms, reports, and related compliance documentation as required to complete this project.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 240708-8D

RESOLUTION TO APPROVE A RESERVATION LETTER WITH THE MICHIGAN STATE HOUSING DEVELOPMENT AGENCY FOR \$75,000 TOWARDS HOLLAND SQUARE

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek has tentatively been awarded \$75,000 for a public amenity project, Holland Square improvements; and

WHEREAS, the Michigan State Housing Development Agency is seeking affirmation of a reservation letter to assign such funds during the remaining grant underwriting project; and

WHEREAS, the details of Holland Square improvements are being finalized, with a grant agreement expected in the near future and the improvements scheduled to be completed in 2025; and

WHEREAS, the addition of \$75,000 will enable the inclusion of desirable improvements to the project.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby approves the reservation letter from the MSHDA, as included in the July 8, 2024 city council packet.

BE IT FURTHER RESOLVED, the Swartz Creek City Council hereby authorizes and directs the City Manager or his designee to execute any and all agreements, forms, reports, and related compliance documentation as required to complete this project.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 240708-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of July 8, 2024.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE June 24, 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: Cramer, Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry.

Councilmembers Absent: None.

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

Others Present: Michael Murphy-Metro Police Lieutenant, Bradford Harrison-GFL, Andrea Kruse-Priority Waste, Walt Melon, Jeff Kelley, John Pobocik

Others Virtually Attended: Lania Rocha, Samantha Fountain

APPROVAL OF MINUTES

Resolution No. 240624-01 **(Carried)**

Motion by Councilmember Spillane
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday June 10, 2024 to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No. 240624-02 **(Carried)**

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as Amended for the Regular Council Meeting of June 24, 2024 to be circulated and placed on file.

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

NO: None. Motion Declared Carried.

CITY MANAGER’S REPORT

Resolution No. 240624-03

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager’s Report of June 24, 2024, as amended, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

None.

COUNCIL BUSINESS:

RESOLUTION TO APPROVE THE UPDATED MARKETING PLAN OF THE CITY OF SWARTZ CREEK

Resolution No. 240624-04

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Cramer

WHEREAS, the City of Swartz Creek is a certified Redevelopment Ready Community, as recognized by the Michigan Economic Development Authority; and

WHEREAS, in addition to providing financial and service benefits, the program requires the city to maintain specific plans, policies, and informational materials in order to remain a certified community; and

WHEREAS, RRC staff have indicated which benchmarks are required to be met by the fall of 2024 to maintain certification, including the update of the 2019 City of Swartz Creek Marketing Plan; and

WHEREAS, Samantha Fountain has reviewed and updated said document to reflect accomplishments, outdated tasks, and new tasks that reflect current efforts related to marketing.

NOW, THEREFORE, BE IT RESOLVED THAT, the City of Swartz Creek approves the 2024 Marketing Plan as included in the June 24, 2024 city council packet.

BE IT FURTHER RESOLVED THAT, the City Council authorizes and directs Mrs. Fountain to file, distribute, and report said plan as required by the MEDC.

Discussion Ensued.

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

RESOLUTION TO AUTHORIZE ASSIGNMENT OF THE GFL WASTE AGREEMENT TO PRIORITY WASTE

Resolution No. 240624-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Knickerbocker

WHEREAS, the city entered into an agreement with GFL Environmental USA Inc on June 17, 2021 to provide for residential waste services for a five year term; and

WHEREAS, GFL intends to sell the residential waste services of southeast Michigan to Priority Waste LLC on or about June 30, 2024; and

WHEREAS, Section 8 of the agreement states, "Hauler shall not delegate or assign this Agreement, or any part thereof, to an unaffiliated entity nor shall Hauler subcontract this Agreement or any part thereof without the prior written approval of the City, which approval shall not be unreasonably withheld. Hauler may not assign any part of this Agreement by way of sale, merger, or acquisition of hauler without the prior written approval of the City, which shall not be unreasonably withheld."; and

WHEREAS, GFL seeks said written approval from the City of Swartz Creek; and

WHEREAS, the City of Swartz Creek finds no reasonable cause for objection.

NOW THEREFORE, BE IT RESOLVED, that the Swartz Creek City Council authorizes the assignment of the GFL 2021 Agreement to Priority as requested in the letter dated June 7, 2024.

BE IT FURTHER RESOLVED, that the Swartz Creek City Council authorize and direct the Mayor to execute said letter on behalf of the City.

Discussion Ensued.

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

RESOLUTION TO APPROVE A QUOTE TO INSTALL AND REPAIR SIDEWALK USING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

Resolution No. 240624-06

(Carried)

Motion by Councilmember Knickerbocker
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek has \$35,721 of Community Development Block Grant Funds to spend on eligible improvements by August 31, 2024; and

WHEREAS, the city bid sidewalk improvements on Mclain and School in accordance with program requirements, and no bids were received; and

WHEREAS, they reduced the work scope and sought quotes on said work; and

WHEREAS, a quote in the amount of ~~\$56,070~~ **\$17,500** was received by BP Surface Solutions LLC.

WHEREAS, the Genesee County Metropolitan Planning Commission finds this project is fundable with CDBG funds as presented and quoted.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby approves the quote by BP Surface Solutions LLC as included **as it pertains to School Street connector, Mclean Street connector and listed repairs totaling \$17,500** in the June 24, 2024 city council packet, conditioned upon final approval of the work scope, quote, and construction agreement by the GCMPC; and

BE IT FURTHER RESOLVED, the Swartz Creek City Council hereby authorizes and directs the City Manager or his designee to execute any and all agreements, forms, reports, and related compliance documentation as required to complete this project.

Discussion Ensued.

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

RESOLUTION TO APPROVE FISCAL YEAR 2024 BUDGET AMENDMENTS AND ADJUSTMENTS, AS AMENDED.

Resolution No. 240624-07

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Cramer

WHEREAS, Act 621 of P.A. 1978 provides for a uniform budgeting system for local units of government; and

WHEREAS, Act 275 of P.A. of 1980 further prohibits deficit spending by local units of government; and

WHEREAS, the City Council has reviewed the City's 2023 - 2024 Fiscal Year Budget and comparative year-to-date balance sheet of expenses and revenues and finds that it is not in deficit; however, certain department activity line items may be in deficit.

WHEREAS, the City Council has received a Budget Amendment Summary; and

WHEREAS, new budget amounts necessitate adjustments to the original adopted budget; and

WHEREAS, said supplemental documentation shows the new proposed revenue and expenditures changes by account number.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby authorizes and directs the city manager or his designee to make all necessary end-year budget adjustment amendments to all city funds in accordance with the supplemental documentation (pages 164 to 173) attached.

BE IT FURTHER RESOLVED, the Swartz Creek City Council hereby authorizes and directs the City Manager or his designee to make all necessary year-end budget adjustment amendments.

Discussion Ensued.

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

RESOLUTION TO APPROVE A PROPOSAL FOR SUPPLEMENTAL FINANCIAL SERVICES

Resolution No. 240624-08

(Carried)

Motion by Councilmember Henry
Second by Councilmember Cramer

WHEREAS, the City of Swartz Creek continues to onboard and train new staff in the duties of Treasury and Finance; and

WHEREAS, the city's administrative staffer that was responsible for payroll and accounts payable is retiring at the end of 2024 and is transferring duties to the City Treasurer and front desk administrator; and

WHEREAS, the city has removed finance related duties from the City Treasurer and assigned them to Kimberly Lynch, a contractual employee, as of March 2024; and

WHEREAS, the City of Swartz Creek finds that it would be more prudent and cost-effective to retain said financial services as a separate professional service; and

WHEREAS, the workload for the next three months is expected to be intensive, due to the need to provide audit support services to Plante Moran; and

WHEREAS, Mrs. Lynch has subsequently provided an engagement letter to meet the immediate needs of the city's finance functions.

NOW, THEREFORE, BE IT RESOLVED the city intends to negotiate and extend post-audit services at a lower weekly rate once the audit is complete.

BE IT FURTHER RESOLVED, that the City Council directs the City Manager to execute said proposal on behalf of the city and for the city treasurer to appropriate such costs commensurate with the appropriation of the city's audit.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

John Pobocik: Questioned plans for Mary Crapo-suggested a playground. Suggested a bridge across the street for Abrams Park (Mr. Zettel stated it is private property.) Questioned what the yearly budget was. (Mr. Zettel responded that the full budget is about \$10,000,000, give or take from year to year.

REMARKS BY COUNCILMEMBERS:

Councilmember Spillane: Discussed a lot on 2nd St.-there was an offer made but not accepted. Activity in Mundy Twp with Mega site and our lack of inclusion-if it continues and they get to reap rewards of the investments and we don't see a dime, then we

shouldn't continue with these agreements. Thanked Mr. Kelley and the fire department for the use of tables and setup for Historical Society.

Councilmember Cramer: New markings on Miller Road are too small. We lost Mike Treiger who served this community well and will be sorely missed.

Councilmember Gilbert: Have a blessed evening. Reminder of Fire Board Meeting at Station #2.

Councilmember Knickerbocker: Starz Fundraiser for the Chamber for Whaley Children's Center-bring credit card. Luncheon at American Legion is from noon – 1:30 on June 25..

Mayor Pro Tem Hicks: Mega site-Gaines Township and Swartz Creek are on the outskirts and have been mentioned.

ADJOURNMENT

Resolution No. 240624-08

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular meeting at 8:55 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Renee Kraft, CMC, MiPMC II, City Clerk

Public Works
Monthly Work Orders

07/01/24

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
24-000039 COMPLETED	CH20-009063-0000-01	CLIPPARD, JOHN F 9063 CHESTERFIELD DR	06/06/24 06/06/24	WATER QUALITY
24-000055 COMPLETED	NO10-009168-0000-02	ELIZANDO, CRYSTAL 9168 NORBURY DR	06/04/24 06/04/24	WATER LEAK
BXRP24-0234 COMPLETED	BR20-006509-0000-04	LANE, AMY 6509 BRISTOL RD	06/06/24 06/06/24	CURB BOX REPAIR
BXRP24-0235 COMPLETED	SE20-005234-0000-03	POLEN, STEVE 5234 SEYMOUR RD	06/18/24 06/18/24	CURB BOX REPAIR
CKME24-0586	DU10-005282-0000-04	HARTLEY, NICOLE 5282 DURWOOD DR	06/26/24	CHECK METER
DAPU24-0050	EL10-003486-0000-03	GALLAGHER, JOHN 3486 ELMS RD	06/27/24	DEAD ANIMAL PICK UP
DRAN24-0105 COMPLETED	OA10-005323-0000-01	ALLEN, LANA 5323 OAKVIEW DR	06/05/24 06/05/24	STORM DRAINS
FLAG24-0267 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	06/28/24 07/01/24	LOWER/RAISE FLAG
FNRD24-2303 COMPLETED	SE10-005044-0000-04	HAHN, LISA 5044 SECOND ST	06/03/24 06/03/24	FINAL READ
FNRD24-2304	MI10-005428-0000-16	WURM, TRENTON 5428 MILLER RD	06/06/24	FINAL READ
GWO24-0712 COMPLETED	SE20-005251-0000-01	CHAMBERS, ELLEN 5251 SEYMOUR RD	06/06/24 06/06/24	GENERIC WORK ORDER
GWO24-0713	DO10-005334-0000-04	GALLOWAY, SHEREE 5334 DON SHENK DR	06/20/24	GENERIC WORK ORDER
LINE24-000006 COMPLETED	MC10-005095-0000-07	FORMOSA, DIANE 5095 MC LAIN ST	06/05/24 06/05/24	LINE TYPE
LINE24-000009 COMPLETED	ET10-009262-0000-01	REHANEK, FRANK 9262 ETON CT	06/04/24 06/04/24	LINE TYPE
LINE24-000010 COMPLETED	SC10-004985-B001-01	MARI-DAN MILLER FARMS 4985 SCHAFER # B001 DR	06/12/24 06/12/24	LINE TYPE
LNDS24-0185	PA10-007160-0000-02	WOODS, MARTIN 7160 PARK RIDGE PKY	06/03/24	LANDSCAPING
MNT24-0459	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	06/17/24	BUILDING MAINTENANCE
MNT24-0460 COMPLETED	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	06/17/24 06/17/24	BUILDING MAINTENANCE
MNT24-0461 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	06/27/24 06/27/24	BUILDING MAINTENANCE
MTRP24-0759 COMPLETED	NO10-009168-0000-02	ELIZANDO, CRYSTAL 9168 NORBURY DR	06/05/24 06/05/24	METER REPAIR

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
MTRP24-0760 COMPLETED	WI10-005316-0000-02	JMZ PROPERTIES, LLC 5316 WINSHALL DR	06/20/24 06/20/24	METER REPAIR
MTRP24-0761 COMPLETED	BK10-008238-SUMM-02	JULIE REID 8238 BURKESHIRE CR #SUMM	06/19/24 06/19/24	METER REPAIR
MTRP24-0762 COMPLETED	WD10-004444-SUMM-02	JULIE REID 4444 WINDSOR #SUMM CT	06/19/24 06/19/24	METER REPAIR
MTRP24-0763 COMPLETED	CH20-009298-0000-02	ROBINSON, JAMES 9298 CHESTERFIELD DR	06/21/24 06/21/24	METER REPAIR
MTRP24-0764 COMPLETED	WI10-005145-0000-02	RANISZEWSKI, MARK 5145 WINSHALL DR	06/24/24 06/24/24	METER REPAIR
MTRP24-0765 COMPLETED	MI10-008127-0000-02	TODD THORNTON 8127 MILLER RD	06/26/24 06/26/24	METER REPAIR
MTRP24-0766 COMPLETED	MI10-006141-0000-03	MOFFIT-HOTEN, CAROL A 6141 MILLER RD	06/25/24 06/25/24	METER REPAIR
READ24-1052 COMPLETED	AU10-006351-0000-03	DANA M. HOOK - TRUSTEE 6351 AUGUSTA ST	06/19/24 06/19/24	READ METER
RPLR24-0047 COMPLETED	EL10-004246-0000-01	ARBY'S STPRE #6451 4246 ELMS RD	06/19/24 06/19/24	REPLACE READER
SAMP24-0058 COMPLETED	MO10-005121-0000-01	SWARTZ CREEK DPW, CITY OF 5121 MORRISH RD	06/11/24 06/11/24	WATER SAMPLES
SAMP24-0059 COMPLETED	MO10-005121-0000-01	SWARTZ CREEK DPW, CITY OF 5121 MORRISH RD	06/18/24 06/18/24	WATER SAMPLES
SAMP24-0060 COMPLETED	MO10-005121-0000-01	SWARTZ CREEK DPW, CITY OF 5121 MORRISH RD	06/25/24 06/25/24	WATER SAMPLES
SETM24-0124 COMPLETED	BA10-006217-0000-01	RAUTIO, ROGER & PATRICIA 6217 BAINBRIDGE DR	06/24/24 06/24/24	SET METER
SWR24-0102 COMPLETED	WI10-005157-0000-01	MOFFITT, LARRY 5157 WINSHALL DR	06/25/24 06/25/24	SEWER DRAIN PROBLI
TRIM24-0057 COMPLETED	WI20-005123-0000-03	ROOKER, MICHAEL 5123 WINSTON DR	06/24/24 06/24/24	TREE-TRIM
WOFF24-2771 COMPLETED	SI10-004187-0000-04	JIMENEZ, JOSE 4187 SILVER MAPLE LN	06/17/24 06/17/24	WATER TURN OFF
WOFF24-2772 COMPLETED	DU10-005320-0000-01	HARBURN, MICHAEL 5320 DURWOOD DR	06/17/24 06/17/24	WATER TURN OFF
WTON24-1697 COMPLETED	LU10-009034-0000-05	WEINGARTZ, AMY 9034 LUEA LN	06/05/24 06/05/24	WATER TURN ON
WTON24-1698 COMPLETED	DU10-005320-0000-01	HARBURN, MICHAEL 5320 DURWOOD DR	06/17/24 06/17/24	WATER TURN ON
WTON24-1699 COMPLETED	SI10-004187-0000-04	JIMENEZ, JOSE 4187 SILVER MAPLE LN	06/17/24 06/17/24	WATER TURN ON
WTON24-1700 COMPLETED	BA10-006217-0000-01	RAUTIO, ROGER & PATRICIA 6217 BAINBRIDGE DR	06/27/24 06/27/24	WATER TURN ON

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

Report Generated: 7/1/2024 9:51 AM

Report Options: Scheduled From: 6/1/2024 To: 6/30/2024

City of Swartz Creek

Building Permit List

2024

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Building							
PB2400039	06/05/24	Home Pro Exteriors LLC / Hom	(269) 303 6944	58-36-528-011	\$14,975	\$100.00 4186 RED OAK LN	48473-Roofing
PB2400040	06/06/24	R N Construction INC		58-03-531-170	\$34,105	\$337.00 9351 CHESTERFIELD DR	48473-Res Deck
PB2400041	06/14/24	J.W. Morgan Construction	(810) 635 9228	58-31-100-018	\$10,000	\$215.00 ELMS RD	Com Utility Building
PB2400043	06/12/24	RISNER-DONALDSON, DEB		58-36-676-011	\$5,250	\$175.00 4330 MAYA LN	48473-Res Deck
PB2400044	06/13/24	DOTSON, RONALD		58-31-526-007	\$0	\$100.00 6134 MILLER RD	48473-Roofing
PB2400045	06/20/24	RUTLEDGE, AARON & JOY		58-03-531-049	\$0	\$100.00 5272 BIRCHCREST DR	48473-Roofing
PB2400046	06/24/24	Lockhart Roofing Co.	(810) 235 9866	58-31-100-002	\$0	\$100.00 6473 BRISTOL RD	48473-Roofing
PB2400047	06/26/24	TruEco Construction	(810) 620 2250	58-02-526-036	\$0	\$100.00 5089 MC LAIN ST	48473-Roofing
PB2400049	06/25/24	Systematic Structure Solutions	(810) 397 0780	58-01-502-035	\$10,600	\$100.00 5044 SECOND ST	48473-Roofing
Total:		9 Permits	Value: \$74,930	Fee Total:	\$1,327.00	Total Number of Dwelling Units 0	

Electrical							
PE2400018	06/12/24	Riverside Integrated Systems, Ir	(616) 726 7026	58-36-400-010	\$0	\$330.00 4276 KROGER DR	48473 Electrical
PE2400024	06/06/24	Oak Electric Service	(248) 623 4900	58-36-528-013	\$0	\$142.00 4166 RED OAK LN	48473-Electrical
PE2400025	06/19/24	Goyette Mechanical	(810) 742 8530	58-03-531-080	\$0	\$140.00 9189 YOUNG DR	48473-Electrical
PE2400026	06/25/24	Terry Shayna	(810) 691 5212	58-36-651-180	\$0	\$142.00 4270 SPRINGBROOK DR	48473-Electrical
Total:		4 Permits	Value: \$0	Fee Total:	\$754.00	Total Number of Dwelling Units 0	

Mechanical							
PM230027	06/10/24	Two Mikes Plumbing & Heatin	(810) 624 2343	58-02-502-019	\$0	\$165.00 8460 CAPPY LN	48473-Mechanical
PM240028	06/05/24	Lucky Ducts Heating and Cooli	(810) 394 1354	58-31-501-003	\$0	\$195.00 4045 ELMS RD	48473-Mechanical

City of Swartz Creek Building Permit List 2024

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
PM240029	06/12/24	Apple Mechanical LLC	(810) 356 3506	58-36-651-180	\$0	\$160.00 4270 SPRINGBROOK DR	48473-Mechanical
PM240030	06/13/24	Goyette Mechanical	(810) 742 8530	58-36-400-010	\$0	\$160.00 4276 KROGER DR	48473 Mechanical
PM240031	06/26/24	Goyette Mechanical	(810) 742 8530	58-03-531-080	\$0	\$195.00 9189 YOUNG DR	48473-Mechanical
PM240032	06/27/24	Louis O. Blessing	(810) 694 4861	58-02-503-092	\$0	\$190.00 5151 WINSHALL DR	48473-Mechanical
Total:		6 Permits	Value: \$0		Fee Total:	\$1,065.00	Total Number of Dwelling Units 0

Plumbing

PP240014	06/10/24	Terry Allen Plbg & Htg Co	(810) 232 8270	58-36-529-027	\$0	\$134.00 4177 BIRCH LN	48473-Plumbing
PP240015	06/12/24	Terry Allen Plbg & Htg Co	(810) 232 8270	58-03-533-164	\$0	\$134.00 5205 DURWOOD DR	48473-Plumbing
Total:		2 Permits	Value: \$0		Fee Total:	\$268.00	Total Number of Dwelling Units 0

Right of Way

PROW-0309	06/26/24	BORDEAU, JOHN		58-03-527-010	\$0	\$100.00 9135 CHESTERFIELD DR	48473-Right of way
Total:		1 Permits	Value: \$0		Fee Total:	\$100.00	Total Number of Dwelling Units 0

Zoning

PZ24-0007	06/06/24	ELSTON, FREDRICK K & LII	(810) 348 8630	58-03-533-064	\$0	\$25.00 5226 GREENLEAF DR	48473-Shed
PZ24-0008	06/17/24	FREEDOM PROPERTIES OF	8106913478	58-35-576-048	\$3,500	\$105.00 8006 MILLER RD	48473-Sign
PZ24-0009	06/19/24	GEETING ,DANIEL	(810) 288 9734	58-35-551-001	\$3,000	\$25.00 8400 MILLER RD	48473-Shed
Total:		3 Permits	Value: \$6,500		Fee Total:	\$155.00	Total Number of Dwelling Units 0

07/01/24

City of Swartz Creek Building Permit List 2024

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
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Permit Total: 25

Value: \$81,430

Fee Total: \$3,669.00

Permit.DateIssued Between 6/1/2024 12:00:00
AM AND 6/30/2024 11:59:59 PM

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7512 GROVE ST	58-01-100-019	Site Inspection	06/03/2024	06/03/2024	Violation(s)
4505 MORRISH RD	58-36-552-003	Final-Reinspection	06/03/2024	06/03/2024	Approved
5151 MORRISH RD	58-01-100-048	Final	06/03/2024	06/03/2024	Approved
9288 CHESTERFIELD DR	58-03-531-015	Status	06/04/2024	06/03/2024	No Violation
8099 MAPLE ST	58-02-530-036	Status	06/04/2024	06/04/2024	Complied
7224 PARK RIDGE PKWY	58-36-530-015	Ordinance	06/04/2024	06/04/2024	Violation(s)
8064 MAPLE ST	58-02-530-031	Ordinance	06/04/2024	06/04/2024	Complied
9115 LUEA LN	58-03-626-019	Final	06/04/2024	06/04/2024	Approved
5137 SEYMOUR RD	58-03-533-148	Final	06/04/2024	06/04/2024	Approved
5179 WORCHESTER DR	58-02-502-025	Final	06/04/2024	06/04/2024	Approved
9209 YOUNG DR	58-03-531-125	Final	06/04/2024	06/04/2024	Approved
8541 MILLER RD	58-02-100-003	Backfill	06/04/2024	06/04/2024	Approved
5403 SEYMOUR RD	58-03-533-033	Status	06/05/2024	06/05/2024	Complied
8603 MILLER RD	58-02-100-009	Hood Wall	06/05/2024	06/05/2024	Approved
6235 ST CHARLES PASS	58-30-651-052	Final	06/06/2024	06/06/2024	Approved
8603 MILLER RD	58-02-100-009	Rough	06/06/2024	06/06/2024	Approved
8603 MILLER RD	58-02-100-009	Rough	06/06/2024	06/06/2024	Approved
8603 MILLER RD	58-02-100-009	Final	06/06/2024	06/06/2024	Approved
8603 MILLER RD	58-02-100-009	Final	06/06/2024	06/06/2024	Approved
7252 MAPLECREST CIR	58-36-676-028	Final	06/06/2024	06/05/2024	Canceled
1 DRAGON DR	58-02-100-006	Final-Admin	06/06/2024	06/06/2024	Approved
175 BROOKFIELD	58-35-776-175	Post Hole	06/06/2024	06/06/2024	Approved
5403 SEYMOUR RD	58-03-533-033	Initial	06/06/2024	06/06/2024	Violation(s)
5368 DURWOOD DR	58-03-533-117	Follow Up	06/06/2024	06/06/2024	Complied
5403 SEYMOUR RD	58-03-533-033	Follow Up	06/06/2024	06/06/2024	Complied
5221 WORCHESTER DR	58-02-502-032	Final	06/10/2024	06/10/2024	Approved
8359 CAPPY LN	58-02-503-043	Final	06/10/2024	06/10/2024	Approved
7252 MAPLECREST CIR	58-36-676-028	Final	06/11/2024	06/11/2024	Approved
5202 OAKVIEW DR	58-02-501-017	Final Zoning-Admin	06/13/2024	06/13/2024	Approved
7120 PARK RIDGE PKWY	58-36-528-004	Final Zoning-Admin	06/13/2024	06/13/2024	Approved
4251 ALEX MARIN DR	58-36-676-094	Insulation-Basement	06/13/2024	06/13/2024	Locked Out
8460 CAPPY LN	58-02-502-019	Final	06/13/2024	06/13/2024	Approved
4261 ALEX MARIN DR	58-36-676-095	Masonary	06/13/2024	06/13/2024	Approved
3304 HERITAGE BLVD	58-30-651-088	Sewer Tap In	06/13/2024	06/13/2024	Approved
8098 MILLER RD	58-35-576-026	Final-Admin	06/13/2024	06/13/2024	Approved
4251 ALEX MARIN DR	58-36-676-094	Rough-Basement	06/13/2024	06/13/2024	Approved

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
4251 ALEX MARIN DR	58-36-676-094	Insulation-Reinspect	06/13/2024	06/13/2024	Approved
5438 MILLER RD	58-29-551-006	Initial	06/13/2024	06/17/2024	Violation(s)
8408 MILLER RD	58-35-551-003	Initial	06/13/2024	06/17/2024	Violation(s)
8059 MAPLE ST	58-02-530-014	Follow Up	06/13/2024	06/17/2024	Complied
3304 HERITAGE BLVD	58-30-651-088	Footing	06/14/2024	06/14/2024	Approved
4330 MAYA LN	58-36-676-011	Post Hole	06/17/2024	06/17/2024	Approved
7216 MILLER RD	58-36-400-002	Ordinance	06/18/2024	06/20/2024	Violation(s)
8033 INGALLS ST	58-02-529-023	Ordinance	06/18/2024	06/20/2024	Violation(s)
7224 PARK RIDGE PKWY	58-36-530-015	Ordinance	06/18/2024	06/20/2024	Complied
7479 WADE ST	58-01-502-093	Final	06/18/2024	06/18/2024	Approved
4247 ALEX MARIN DR	58-36-676-093	Insulation	06/18/2024	06/18/2024	Locked Out
8021 MILLER RD	58-01-100-047	Site Inspection	06/19/2024	06/19/2024	No Violation
4247 ALEX MARIN DR	58-36-676-093	Insulation-Basement	06/19/2024	06/19/2024	Approved
8006 MILLER RD	58-35-576-048	Reminder-Resolutior	06/20/2024		
5482 MILLER RD	58-29-551-003	Ordinance	06/20/2024	06/20/2024	Violation(s)
7445 WADE ST	58-01-502-099	Ordinance	06/20/2024		
5089 MC LAIN ST	58-02-526-036	Ordinance	06/20/2024	06/26/2024	No Violation
4187 LOCUST LN	58-36-527-021	Ordinance	06/20/2024	06/26/2024	No Violation
8243 MILLER RD	58-02-526-060	Ordinance	06/20/2024	06/26/2024	No Violation
5052 FAIRCHILD ST	58-02-526-086	Ordinance	06/20/2024	06/26/2024	No Violation
5142 OXFORD CT	58-02-501-035	Ordinance	06/20/2024	06/26/2024	No Violation
5150 OXFORD CT	58-02-501-034	Ordinance	06/20/2024	06/26/2024	No Violation
5162 OXFORD CT	58-02-501-032	Ordinance	06/20/2024		
4126 ELMS RD	58-36-526-020	Ordinance	06/20/2024		
3486 ELMS RD	58-25-576-009	Ordinance	06/20/2024		
4166 RED OAK LN	58-36-528-013	Final	06/20/2024	06/20/2024	Approved
5379 SEYMOUR RD	58-03-533-032	Final	06/20/2024	06/20/2024	Locked Out
7084 MILLER RD	58-36-576-012	Underground-Deli E	06/20/2024	06/20/2024	Approved
5197 DAVAL DR	58-02-501-014	Initial	06/20/2024	06/20/2024	Locked Out
7551 CHURCH ST	58-36-551-017	Initial	06/20/2024	06/20/2024	Complied
3441 ELMS RD	58-30-551-006	Ordinance	06/25/2024		
6379 AUGUSTA ST	58-30-651-003	Final	06/25/2024	06/25/2024	Disapproved
7335 MILLER RD	58-36-300-033	Letter	06/27/2024		
7484 WADE ST	58-01-502-047	Letter	06/27/2024		
5101 MC LAIN ST	58-02-526-038	Letter	06/27/2024		
6007 MILLER RD	58-31-200-016	Letter	06/27/2024		

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7346 MILLER RD	58-36-300-008	Ordinance	06/27/2024	06/27/2024	Violation(s)
7493 MILLER RD	58-01-501-001	Status	06/27/2024		
9091 MILLER RD	58-03-200-002	Letter	06/27/2024		
5482 MILLER RD	58-29-551-003	Letter	06/27/2024		
5277 WORCHESTER DR	58-02-551-012	Ordinance	06/27/2024	06/27/2024	No Violation
5044 SECOND ST	58-01-502-035	Open roof	06/27/2024	06/27/2024	Partially Approv
6061 MILLER RD	58-31-200-011	Ordinance	06/27/2024	06/27/2024	Complied
4318 MORRISH RD	58-35-576-015	Ordinance	06/27/2024		
4177 BIRCH LN	58-36-529-027	Final	06/27/2024		
5205 DURWOOD DR	58-03-533-164	Final	06/27/2024		
4270 SPRINGBROOK DR	58-36-651-180	Final	06/27/2024		
ELMS RD	58-31-100-018	Post Hole	06/27/2024	06/27/2024	Approved
4491 FREDRICK ST	58-36-300-035	Initial	06/27/2024		
7442 GROVE ST	58-01-502-108	Initial	06/27/2024	06/27/2024	Locked Out
5316 WINSHALL DR	58-02-553-009	Initial	06/27/2024	06/27/2024	Complied

Inspections: 87

Population: All Records

Inspection.DateTimeScheduled Between 6/1/2024 12:00:00 AM AND 6/30/2024 11:59:59 PM

Certificates With Inspections

07/01/2024

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR240026	5403 SEYMOUR RD	06/03/2024	06/03/2024	06/03/2024	06/06/2024	06/03/2027	Certified
Follow Up	Corey Jarbeau	Corey Jarbeau	Completed	Complied			
Initial	JKEY	Corey Jarbeau	Completed	Violation(s)			
CR240028	7442 GROVE ST	06/04/2024	06/04/2024	06/04/2024	06/27/2024	06/04/2026	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				
Initial	JKEY	Corey Jarbeau	Completed	Locked Out			
CR240029	5197 DAVAL DR	06/05/2024	06/05/2024	06/05/2024	06/20/2024	06/05/2026	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				
Initial	JKEY	Corey Jarbeau	Completed	Locked Out			
CR240030	5273 GREENLEAF DR	06/05/2024	06/05/2024	06/05/2024		06/05/2026	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				
CR240032	5316 WINSHALL DR	06/25/2024	06/25/2024	06/25/2024	06/27/2024	06/25/2026	Certified
Initial	JKEY	Corey Jarbeau	Completed	Complied			

Population: All Records

Record Count: 5

Certificate.DateIssued Between 6/1/2024 12:00:00 AM
AND 6/30/2024 11:59:59 PM

Enforcements By Category

07/01/24

ANIMALS

Enforcement Number	Address	Status	Filed	Closed
E24-088	3441 ELMS RD	Inspection Pending	06/24/24	
			Total Entries: 1	

BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E24-078	7216 MILLER RD	Violation	06/12/24	
E24-105	5277 WORCHESTER DR	Closed	06/26/24	06/27/24
E24-082	8033 INGALLS ST	Violation	06/17/24	
E24-103	5142 WORCHESTER DR	Inspection Pending	06/26/24	
E24-106	5142 OXFORD CT	Closed	06/26/24	06/26/24
E24-090	7445 WADE ST	Inspection Pending	06/20/24	
E24-098	7229 MILLER RD	Inspection Pending	06/26/24	
E24-102	8453 CAPPY LN	Inspection Pending	06/26/24	
E24-100	8243 MILLER RD	Closed	06/26/24	06/26/24
E24-108	5162 OXFORD CT	Inspection Pending	06/26/24	
			Total Entries: 10	

BUILDING VIOLATIONS

Enforcement Number	Address	Status	Filed	Closed
E24-094	5101 MC LAIN ST	Inspection Pending	06/26/24	
E24-089	5014 FORD ST	Inspection Pending	06/26/24	
E24-083	8021 MILLER RD	No Violation	06/18/24	06/19/24
			Total Entries: 3	

COMPLAINT

Enforcement Number	Address	Status	Filed	Closed
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Enforcements By Category

07/01/24

E24-104	5052 FAIRCHILD ST	Closed	06/26/24	06/26/24
E24-099	7346 MILLER RD	Violation	06/26/24	
E24-110	3486 ELMS RD	Inspection Pending	06/26/24	
E24-093	5089 MC LAIN ST	Closed	06/26/24	06/26/24
E24-097	6359 MILLER RD	Inspection Pending	06/26/24	
E24-109	4126 ELMS RD	Inspection Pending	06/26/24	
E24-095	4187 LOCUST LN	Closed	06/26/24	06/26/24
E24-092	5153 OAKVIEW DR	Inspection Pending	06/26/24	
E24-107	5150 OXFORD CT	Closed	06/26/24	06/26/24
E24-091	5203 OAKVIEW DR	Inspection Pending	06/26/24	

Total Entries: 10

SIDEWALKS

Enforcement Number	Address	Status	Filed	Closed
E24-073	7192 PARK RIDGE PKWY	Inspection Pending	06/12/24	
E24-079	5325 SEYMOUR RD	Inspection Pending	06/12/24	
E24-067	7468 GROVE ST	Inspection Pending	06/10/24	
E24-058	5027 BRADY ST	Inspection Pending	06/10/24	
E24-077	7111 PARK RIDGE PKWY	Inspection Pending	06/12/24	
E24-061	4459 FORTINO DR	Inspection Pending	06/10/24	
E24-074	7112 PARK RIDGE PKWY	Inspection Pending	06/12/24	
E24-063	7178 MILLER RD	Inspection Pending	06/10/24	
E24-069	5138 MORRISH RD	Inspection Pending	06/10/24	
E24-064	7306 MILLER RD	Inspection Pending	06/10/24	
E24-068	8024 MAPLE ST	Inspection Pending	06/10/24	
E24-071	8323 MILLER RD	Inspection Pending	06/10/24	
E24-060	5018 HOLLAND DR	Inspection Pending	06/10/24	
E24-070	4935 ITA CT	Inspection Pending	06/10/24	

Enforcements By Category

07/01/24

E24-059	8093 MILLER RD	Inspection Pending	06/10/24	
E24-066	5057 FAIRCHILD ST	Cancelled	06/10/24	06/11/24
E24-065	5048 MC LAIN ST	Inspection Pending	06/10/24	
E24-062	8055 FORTINO DR	Inspection Pending	06/10/24	
E24-057	5051 SCHOOL ST	Inspection Pending	06/10/24	
E24-072	4202 HICKORY LN	Inspection Pending	06/12/24	

Total Entries: 20

SIGNS

Enforcement Number	Address	Status	Filed	Closed
E24-096	6007 MILLER RD	Inspection Pending	06/26/24	
E24-101	9091 MILLER RD	Inspection Pending	06/26/24	

Total Entries: 2

WEED COMPLAINT

Enforcement Number	Address	Status	Filed	Closed
E24-081	5317 SEYMOUR RD	Inspection Pending	06/12/24	
E24-086	5323 MILLER RD	Inspection Pending	06/24/24	
E24-084	7317 BRISTOL RD	Inspection Pending	06/24/24	
E24-075	4322 ELMS RD	Inspection Pending	06/14/24	
E24-076	ELMS RD	Inspection Pending	06/14/24	
E24-085	5472 MILLER RD	Closed	06/24/24	06/25/24
E24-087	3441 HERITAGE BLVD	Inspection Pending	06/24/24	
E24-054	7088 PARK RIDGE PKWY	Closed	06/03/24	06/10/24
E24-055	4173 HICKORY LN	Closed	06/03/24	06/10/24
E24-080	5331 SEYMOUR RD	Inspection Pending	06/12/24	
E24-056	6230 BAINBRIDGE DR	Closed	06/03/24	06/10/24

Total Entries: 11

Enforcements By Category

07/01/24

ZONING

Enforcement Number	Address	Status	Filed	Closed
E24-037	5482 MILLER RD	Violation	06/19/24	
			Total Entries: 1	

Total Records: 58

Population: All Records
Enforcement.DateFiled Between 6/1/2024 12:00:00 AM AND 6/30/2024 11:59:00 PM

Professional Services Agreement

Contract Not to Exceed \$6,000.00

Term: July 15, 2024-January 15, 2025 (Six Month Term)

PARTIES: This Agreement is made this 15th day of July 2024 between City of Swartz Creek hereinafter called CSC and DAVIS KIRKSEY ASSOCIATES, INC., hereinafter called CONTRACTOR.

City of Swartz Creek	DAVIS KIRKSEY ASSOCIATES, INC
(CSC)	(CONTRACTOR)
8083 Civic Drive	1337 North Acre Drive
Swartz Creek, MI 48473	Rochester Hills, MI 48306

1. **CONSIDERATION**

In consideration of the mutual promises, obligations, representations, assurances and agreements in this Agreement, CSC and Contractor agree to be bound by the terms and conditions herein.

2. **SCOPE OF CONTRACTOR'S SERVICES**

Contractor shall perform the work and provide services as follows. All such work and services shall be under the supervision of CSC.

Completion of grant requirements for the Michigan Department of Natural resources Trust Fund Grant through the State of Michigan through Award Notification.

3. **TERM**

The term of this Agreement *begins* **July 15, 2024**, and unless otherwise ended, canceled, or amended as provided herein ends 11:59:59 PM on **January 15, 2025**, at which time this Agreement expires without any further act or notice of either party being required.

4. **TERM EXTENSIONS**

The parties may mutually agree to renew or extend the term of this Agreement, but the parties are under no obligation to do so.

5. **CONTRACTOR'S REPRESENTATIONS**

Contractor stands for and calls for to CSC and CSC relies on, the following facts as material inducement to enter into this Agreement.

- A. Contractor is not related to any employee or elected or appointed official of CSC.
- B. All services performed hereunder will be performed in a manner that follows all applicable statutes, regulations, ordinances, and professional standards.
- C. Contractor will pay Contractor's own local, state, and federal taxes, including without limitation, social security taxes and unemployment compensation taxes and will file tax return(s) with the proper federal, state, and local authorities.
- D. Contractor keeps a business office at the address listed above.
- E. Contractor will not seek employment as an employee of CSC during the term of the contract.
- F. Nothing in this Agreement is intended to set up an employer-employee relationship with CSC.

6. **CONTRACTOR RELATIONSHIP**

The contractor's relationship to CSC is that of an Independent Contractor. This Agreement shall not cause CSC to be liable for, or Contractor to accrue, employee benefits such as, but not limited to, worker's compensation, retirement, pension, vacation, pay, sick pay, merit increases, annual leave days, promotion, disability pay insurance of any kind or any other right or liabilities that may raise out of an employer-employee relationship.

7. **PAYMENT:**

August 15, 2024: Payment of 3,000.00

December 15, 2024: Final Payment of 3,000.00

The contractor shall send an invoice to CSC for the balance of payment for the work or services performed.

CSC shall have no obligation to remit payment until a proper invoice is sent. CSC shall provide the Contractor with a proper contract to send an invoice to CSC on a scheduled prompt basis for a flat professional services rate. CSC shall supply prompt payment according to the terms of the Professional Services Agreement as set forth.

8. **IN-KIND SERVICES**

This agreement does not authorize any in-kind services unless previously agreed by CSC and specifically listed here.

9. **CONTRACTOR'S RESPONSIBILITY FOR COSTS**

Contractor is responsible at Contractor's sole expense for getting any necessary equipment and supplies not otherwise provided by CSC. Contractor shall bear and be responsible and liable for all costs and expenses incidental to Contractor's performance of services for CSC, including but not limited to

professional dues, association fees, license fees, fines, and penalties. CSC shall not be liable for any expenses incurred by Contractor in performing work or services for CSC unless the parties otherwise agree.

10. **AUDIT**

Contractor shall allow CSC auditors to perform financial and compliance audits as proper with the authority to access all pertinent records and interview Contractor throughout the term of the Agreement and for a period of ONE YEAR (1) year after end, termination, or cancellation of the Agreement.

11. **CSC RESPONSIBILITY FOR SUPPORT**

CSC shall try to supply reasonable and necessary support including but not limited to needed analytical, statistical, or departmental information, resources or any other information considered proper by the parties in the spirit of good faith and cooperation for Contractor to conduct, complete or otherwise perform work or render the services under this Agreement.

12. **ACCESS TO CSC FACILITIES**

While Contractor keeps the right to perform services at any time any services require access to CSC facilities may only be performed during the CSC regular business hours.

13. **CONFIDENTIALITY**

Contractor agrees that except for Contractor's personal data, resources and information, all data, documentation, software, and information, in whatever form, produced, created, shown to, or received by Contractor in connection with the performance of work, or the rendition of services under this Agreement shall be the sole and exclusive property of CSC. Contractor shall treat such data, documentation, software and information on a confidential basis and Contractor shall not, without CSC consent, show the same to any third party or use it for the benefit of anyone other than CSC. Contractor's responsibility to maintain confidentiality benefit of anyone other than CSC Contractor's responsibility is to keep confidentiality of information shall survive and continue beyond any termination, cancellation, amendment, or expiration of this Agreement.

14. **NON-EXCLUSIVITY**

Nothing contained in this Agreement is intended to prevent Contractor from offering or supplying services to the public or other business entities, municipalities, or governmental agencies, during or after the term of this Agreement, or from working for more than one firm, entity, or agency during the term of this Agreement. Contractor may supply services to others during the periods when Contractor is not engaged in performing services for CSC. This Agreement is a non-exclusive agreement and CSC may engage other contractors, consultants, or employees to perform the same services Contractor performs.

16. **PERSONAL SERVICE NON-ASSIGNABILITY**

This Agreement is intended to be a professional service contract with Contractor, personally based on Contractor's unique skill, talent, ability, and experience. The work performed and the services to be rendered hereunder shall be performed by the Contractor personally and such work or services

may not be assigned, delegated, subcontracted, or otherwise performed or rendered by third parties on behalf of the Contractor without the prior, express permission of CSC.

17. **CONTRACTOR'S INABILITY TO PERFORM**

In the event Contractor is unable to perform the services required under this Agreement within the time or in the manner which performance is due. Contractor stays solely responsible for complete performance which includes but is not limited to, the retention of an assistant who is satisfactory to CSC in the event Contractor foresees that she will be unable to perform such services when due. All assistants employed by the Contractor are employed at the Contractor's own expense (including taxes and insurance) and Contractor stays solely responsible for and fully liable for the conduct and supervision of any assistants it employs. Contractor calls for that any services performed by Contractor's assistants shall fully follow the terms of this Agreement and shall be of the same quality of service as Contractor has customarily provided to CSC. All assistants employed by the Contractor shall be considered employees of the Contractor and not employees, agents, or sub-contractors of CSC.

18. **TERMINATION**

This Agreement may be terminated or canceled by either party upon the occurrence of any of the following events and the terminating/canceling party shall have no liability to the other party in the exercise of such right:

- A. By either party, if the other party has breached a covenant, obligation or warranty under this Agreement and such breach, remains uncured for a period of ten (10) days after notice thereof is sent to such other party.
- B. By either party if Contractor ceases to conduct business or.
- C. By CSC, if the Contractor does not correct or resubmit previously rejected work, service or deliverable that Contractor is responsible for under the Agreement.
- D. This Agreement may be stopped or canceled by either party for convenience on thirty (30) days prior written notice to the other party.

In the event either party stops, cancels or this agreement expires. CSC shall have no further liability to Contractor, except to pay Contractor for the works or services performed by Contractor before the notice of termination, cancellation or end and pay for any work or services performed by Contractor after the notice of termination, cancellation or end of this agreement has been sent.

19.

ENTIRE AGREEMENT AMENDMENT

This Agreement is the sole and entire agreement between the parties relating to the subject matter hereof and supersedes any prior understanding or agreements. Any amendment to the Agreement must be in writing, signed, dated, and agreed to by both parties.

Dated: _____

CONTRACTOR:

DAVIS KIRKSEY ASSOCIATES, INC.

By: Linda K. Davis-Kirksey

President

City of Swartz Creek

(CSC)

Dated: _____

By: Adam Zettel

City Manager



GENESEE COUNTY
METROPOLITAN PLANNING
COMMISSION

June 5, 2024

Adam Zettel, City Manager
City of Swartz Creek
8083 Civic Dr.
Swartz Creek, MI 48473

SUBJECT: 2023 Community Development Block Grant Spending Deadline

Dear Mr. Zettel:

This letter is to notify you that the City of Swartz Creek has until **August 31, 2024** to spend the balance of the 2023 Community Development Block Grant funds. As of June 5, 2024, the account balances remaining for the projects is as follows:

Senior Center Operations

Contract Award: \$2,101.00

Account Balance: \$0.00

Infrastructure Improvements

Contract Award: \$35,721.00

Account Balance: \$35,721.00

Please submit your final reimbursement request and all supporting documentation no later than **September 30, 2024**, per your contract.

If you have any questions, please feel free to me at (810) 766-6560 or by email at dfortney@geneeecountymi.gov.

Sincerely,

Damon Fortney, Lead Planner
Genesee County Metropolitan Planning Commission

COMMUNITY DEVELOPMENT PROGRAM

1101 Beach Street – Room 111, Flint, Michigan 48502-1470 • (810) 257-3010 • www.gcmplc.org

An Equal Opportunity Organization • Equal Housing Opportunity





liability &
property
pool

workers'
compensation
fund

June 24, 2024

Mr. Adam Zettel
City Manager
City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473

RE: MML POOL AND FUND LOSS CONTROL SERVICES

Dear Mr. Zettel,

I would like to thank you and your staff for the hospitality extended during my June 18th loss control visit. It was a pleasure to meet with you and Mrs. Bosas to discuss the various issues that affect your risk management efforts.

Our experience has shown that one of the most effective strategies for members to reduce risks – and the cost of insurance coverage – is to be proactive about implementing and maintaining best practices and to comply with sensible loss control recommendations.

With my visit and our recent conversation in mind, the attached recommendations are intended to help your organization manage its risk exposures. Please respond within the next 30 days either by email or by completing the attached form and sending via US mail.

The Michigan Municipal League offers a wealth of resources to support your risk management endeavors, including: the Risk Management is Good Management program for self-assessment and progress relative to best practices; Risk Control Solutions articles; the Safety and Health Resource Manual; and access to Safetysurance, an online library of safety training videos and information.

The above are available in the *Risk Management Resources* area of the MML website and well worth making time to review. Please see the next page for detailed descriptions and links.

If you have any questions regarding the topics we discussed or the attached recommendations, please do not hesitate to contact me at frank.demers@meadowbrook.com or (248) 320-0150.

Sincerely,

A handwritten signature in black ink, appearing to read 'Frank J. Demers'.

Frank J. Demers
Loss Control Consultant
MML Loss Control Services

Service Provider: Meadowbrook®, Inc.

MML RISK MANAGEMENT RESOURCES

Available on the MML website at:

<https://mml.org/programs-services/risk-management/risk-management-resources/>

Risk Management is Good Management Program

The *Risk Management is Good Management Program* (RMGM) is a self-paced program for evaluating and improving your organization's risk management efforts. It provides you and your staff with thorough information on what constitutes best practices in focused areas of risk exposure; tools for conducting self-assessments of your operations, policies, and procedures relative to those best practices; and guidance on specific loss control strategies that can be implemented in response to the findings.

I encourage your organization to adopt the RMGM program as part of its everyday operational protocols. Please familiarize yourself with the self-evaluation checklists and share them with your department heads for completion if you haven't done so already. MML Loss Control Services is available to provide advice and support for your implementation of this program, as needed.

Risk Control Solutions

Risk Control Solutions are preventive guidance "white papers" that address more than 50 areas of significant risk exposure common to public agencies. They offer detailed information and analysis on each topic, including regulatory requirements and standards, legal perspectives, and practical recommendations to reduce or eliminate exposure, accompanied by references, checklists, and sample policy language.

Safety & Health Resource Manual

The *Safety & Health Resource Manual* is designed to assist your organization in developing policies for accident and injury prevention. The manual's 18 chapters cover a wide array of subjects such as Confined Space Entry, Machine Guarding, Lock-out/Tagout Programs, Employment Practices, Safety Committees, and MIOSHA requirements. The manual includes sample policies that can be tailored to meet your needs.

SafetySurance

SafetySurance is an online library of safety and accident prevention training, information, and resources, including streaming videos on a wide variety of topics. I provided instructions on how to register and log on to the web site. I encourage you to use this resource to train employees on safety topics of interest.

LOSS ANALYSIS – Workers’ Compensation Fund

During my visit, I shared with you a detailed loss analysis of your workers’ compensation claims experience covering the period from 7/1/20 through 6/17/24. Your current workers’ compensation Experience Modification Factor (EMF) for 2023/24 is 0.86, which is up slightly from the previous policy year (0.83). Your EMF for the 2024/25 policy year is 0.86. As we discussed, 1.0 or less is optimal. We also discussed the significance of the EMF, how it attempts to predict future claim costs, and how it directly affects your insurance premiums.

LOSS ANALYSIS – Liability & Property Pool

During my visit, I shared with you a detailed loss analysis of your property and liability claims experience covering the period from 7/1/20 through 6/17/24. This analysis identified a cumulative loss ratio of 10.06%.

LOSS CONTROL RECOMMENDATIONS

Loss Control Survey Date: June 18, 2024

The loss control recommendations below were developed to assist your organization in its risk management efforts. *Please respond within the next 30 days either by email or by completing the attached form and sending via US mail.*

As you review the recommendations presented here, please remember that there are undoubtedly other elements of your operations which present varying degrees of risk. While my recommendations will assist you in managing your risk exposure, I cannot guarantee that I have identified and addressed every potential cause of loss, whether currently in existence or which may arise in the future. You should continue your organization’s own efforts to identify and reduce risk exposures.

Parks & Recreation Department

01-24-03: A regular inspection program for playground and park equipment should be developed by Administrative staff. At a minimum, such a program should include an annual inspection of all playground and park equipment for damage and other serious defects. These inspections should be documented with the name of the employee conducting the inspections, specific defects that are identified, and the repairs made to these defects with the date and name of the person completing the repairs listed as well. This program should also include a procedure for documenting complaints received from members of the public pertaining to damaged or defective facilities such as parks. Please review the Risk Control Solutions on Park and Playground Safety at the following link: <https://mml.org/wp-content/uploads/2023/12/Playgrounds-and-Parks-with-form.pdf>
<https://mml.org/wp-content/uploads/2023/12/Playgrounds-and-Parks-with-form.pdf>

Please respond here: Agree, will implement as outlined.
 Disagree for reasons listed below:

Comments:



Congratulations!

Priority will be your new service provider.

Effective July 1, 2024

FAQs

FREQUENTLY ASKED QUESTIONS



How can I contact Priority?

Phone: (586) 228-1200

Live Chat: [Prioritywaste.com](https://www.prioritywaste.com)



Will my service day stay the same? YES

Yes, your service day will remain the same. Please have your trash, recycling, and compost out by 7 am the day of your service. Remember, you have a collection day, not a collection time.



Will any of my services change? NO

No, Priority will perform the same services according to the contract specifications of your municipality.



Will my current carts be serviced? YES

Yes, Priority will service the existing carts that you are using. If you are in need of a cart repair, Contact us by phone or website.



What are the holidays Priority observes?

Priority observes six major holidays including Christmas, New Year's Day, Independence Day, Thanksgiving, Memorial Day, and Labor Day.

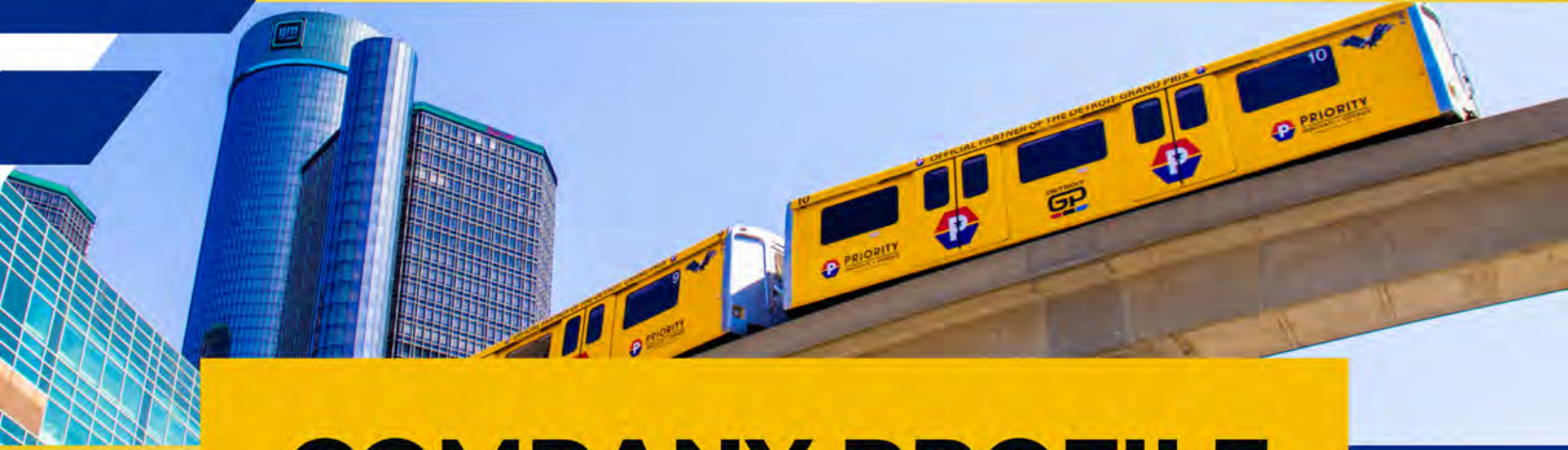
(586) 228-1200



PRIORITYwaste.com



July 1, 2024



COMPANY PROFILE

About Us

Priority is an technology-focused environmental service provider that services Michigan, Indiana and Ohio.

What We Do

Disrupting the industry with new technologies.

The Priority Difference

- Logistic Driver Coordinators
- Live 360 Camera on every truck
- GPS Routing Technology



Our Service

- Residential
- Commercial
- Industrial
- Environmental Services

Why Us

Excellent Customer Service
Human-to-Human Interaction

- 20s Average Hold Time 
- 1:17s Average Call Duration 

Successful
Pick Up Rate



Transparent
and Reliable



Are you not sure who to call?
Our team is happy to help!

Your LDCs

Logistics Driver Coordinators

SwartzCreekLDC@Prioritywaste.com



Call us at
(586) 228-1200

Average Hold Time
Average Call Duration

20 seconds
1 Minute 17 seconds

Are you not sure who to call?
Our team is happy to help!

(586) 228-1200

YOUR NEEDS

TEAM PRIORITY

CONTACT INFORMATION

Billing

Question about your billing, online payment, or the portal?



Sonia, Pam, and Christie

Phone:

(586) 228-1200 extension 20

Email:

Billing@PriorityWaste.com

Front Load

Question about your Front Load dumpster service?



Nick, Danielle, and Troy

Phone:

(586) 228-1200 extension 40

Email:

FrontLoadServiceRequests@PriorityWaste.com

Roll Off

Question about your Roll Off dumpster?



Tammy, Rob, and Devon

Phone:

(586) 228-1200 extension 66

Email:

RollOffServiceRequests@PriorityWaste.com

Average Hold Time

20 seconds

Average Call Duration

1 Minute 17 seconds





Where Friendships Last Forever

Newsletter

Phone: (810) 635-4464

Fax: (810) 635-2887

www.cityofswartzcreek.org

Summer

2024

Holland Square Getting a Potential Facelift!

Our community just received great news! We are being awarded a grant from the Michigan State Housing Development Authority towards the construction of the Holland Square Project. This means we will be pushing forward with a crowdfunding campaign to support installation in 2025, pending final design and approval . Please keep this project in mind for future donations. We are seeking a leading donor that may be interested in naming rights! (Total estimate for this project is \$250,000).

This investment will make a monumental difference in the aesthetics and functionality of downtown Swartz Creek. The structure will provide partial protection from the elements, power for vendors/musicians, dynamic lighting, a sound system, and additional landscaping. Once complete, this should be a driver for more events, fun, and memories for Swartz Creek families!



Find the community calendar and service information online at:
www.cityofswartzcreek.org

Office Hours: Monday 8am-6pm, Tues & Thursday 8am-4:30pm, Wednesday 8am-4pm, Friday by appointment

Call 911 For After-Hours Emergencies:

*Do so for water and sewer problems such as water main breaks or sewer backups.
Messages at the office are not checked on the weekends or after hours.*

**Swartz Creek Area Fire Department Welcomes New Firefighters
and Honors Former Chief Lost in Line of Duty!**

Please join me in congratulating the two newest members of our Fire Department. Callahan Marr and Aldreaque King were hired as probationary firefighters on June 19, 2023. They have both successfully completed their probation and have completed over 250 hours of state required training and are both State of Michigan Certified Firefighters. They are both enrolled in the MFR course and are set to complete that in July.

On August 11th at 10am, the Fire Department will be holding a short ceremony in the memory of Fire Chief Edward Pavlica. Chief Pavlica died in the line of duty on June 3, 1971, after a fire truck rolled on top of him as he was responding to a home on fire. Chief Pavlica had just celebrated 25 years of service and 10 years as chief. The community mourned his passing and, to honor him, dedicated the High School football field in his name. The monument that once stood by the flagpole will now be returned home to the fire department. Please follow us on Facebook for details.

-Chief Plumb

Swartz Creek Makers Market

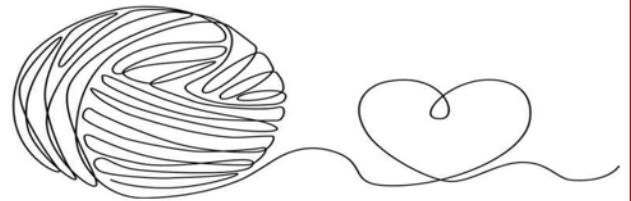


Second Tuesday of the Month

May – September

May 14, June 11, July 9

August 13, September 10



Located at Holland Square; 5-8pm; Vendors, food trucks, and activities!

Hydrants to be Painted

Blastek will be in the city this summer to strip and paint most of the city's hydrants. You will see them operating sandblasting equipment, applying a temporary rust inhibitor, then returning to apply a durable coating. Note that older hydrants will be undergoing lead abatement, just in case original paint is still intact.

2024 Family Movie Night

Swartz Creek Family Movie Nights are ongoing at the Pajtas amphitheater this summer. We are actively recruiting sponsors for bounce houses and other fun activities, as well as food trucks! Pre-movie fun starts at 7:30, with the movie starting at dusk.

July 12th: Trolls Band Together, 92 m in , PG

July 26th: Migration , 82 m in , PG

August 9th: The Goonies, 114 m in , PG

(Rain dates will be the following Friday)



If you are interested in helping volunteer with set-up, sponsoring the event, or something else to make this a great community collaboration, please reach out to Samantha Fountain at sfountain@cityofswartzcreek.org or (810) 922-5283.

Elms Park Slip and Slide Returns for 2024

The Elms Park 2024 Slip and Slide will be held on Saturday, July 27th, from 11am to 3pm at the sledding hill. A \$5 donation is recommended!

Community Waste Hauler Changes Hands, but Services Will Remain Unchanged

Priority waste is going to be taking over for GFL in southeast Michigan, including Swartz Creek. This is a result of an acquisition of the residential business functions by Priority. The collection days, routes, carts, and services will remain unchanged. However, the contact information is different.

Phone: 586.228.1200

Live Chat: [Prioritywaste.com](https://www.prioritywaste.com)

Email: SwartzCreekLDC@Prioritywaste.com

Building Department

For building/trade permits, reviews, and questions call or stop by city hall or Mundy Township Hall.

Permits: In accordance with the Michigan Building Code, the City of Swartz Creek requires you to acquire a permit for the following reasons: to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove or convert any electrical, gas, mechanical or plumbing system or to cause any such work to be done.

A permit is required for a demolition, re-roof, stand by generators, decks, etc.

Permits are not required for everything: There are many projects that do not require a building permit. If you are not sure, the best thing to do is call the city to find out.

Code Enforcement: Call city hall to report structural issues, blight, or other nuisances.

Greetings from your Metro Police Authority,

Please mark your calendar for Wednesday, August 7th when we will host our annual National Night Out and Open House event at our headquarters from 5:00pm-8:00pm. This event has been moved one day later than usual due to August 6th being the Michigan Primary election date. Once again, we will be partnering with the Redwood Steakhouse and many local and Federal law enforcement agencies as well as local Fire Departments, EMS and others. Our Open House is a great event for the whole family and we would be honored with your presence!

-Chief Matthew Bade

Summer Concert Series Shows Continue!

Free concerts start at 7pm at the Pajtas Amphitheater

- ◆ July 16: Sea Cruisers bring 1950-70s dance
- ◆ July 23: Fire Lake as a Bob Seger tribute band
- ◆ July 30: Street Angels provide Michigan's Stevie Nicks experience
- ◆ August 6: Itchycoo Park is the Woodstock Classic Rock show and Annual Bob Smeets coney night!
- ◆ Concessions available onsite
- ◆ Check Facebook for weather cancellations

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

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[Click here for City of Swartz Creek Results](#)

The Fifth Unregulated Contaminant Monitoring Rule (UCMR 5) Data Summary: April 2024

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Overview

The U.S. Environmental Protection Agency has released the fourth set of data collected under the fifth Unregulated Contaminant Monitoring Rule ([UCMR 5](#)) for the 30 chemical contaminants (29 per- and polyfluoroalkyl substances [PFAS] and lithium) listed in [Table 1](#). With this latest action, the data released to date represent approximately 35% of the total results that the EPA expects to receive by completion of data reporting in 2026. The agency will update the results quarterly in the [UCMR 5 Data Finder](#) and [occurrence data text files](#) in addition to updating this Data Summary. Data are added and possibly removed or updated over the course of this reporting cycle following further review by analytical laboratories, public water systems (PWSs), states, and the EPA. Before conducting your own assessment of the data, please review the [Data Considerations](#) section. For answers to common questions on accessing and understanding the UCMR 5 data, and on PFAS and lithium in drinking water, please review the [UCMR 5 website](#).

The UCMR 5 dataset:

- Improves the EPA’s understanding of the frequency that these contaminants are found in the nation’s PWSs, and at what levels
- Enables a better understanding of where and to what extent different PFAS co-occur with each other in drinking water
- Helps the agency make determinations about future regulations and other actions to protect public health under the Safe Drinking Water Act (SDWA)
- Assists federal, state, and other researchers in prioritizing studies for health effects information, identifying data gaps, and determining the need for future studies to improve our understanding of the possible health risks associated with these contaminants in public drinking water

On April 10, 2024, the EPA announced the final [National Primary Drinking Water Regulation \(NPDWR\)](#) for six PFAS included in UCMR 5 monitoring. The PFAS NPDWR requirements for PWSs will be implemented over five years, including that PWSs will not be subject to the Maximum Contaminant Levels (MCLs) until 2029; therefore, **UCMR 5 results for the newly regulated PFAS do not indicate current compliance or noncompliance with the MCLs**. PWSs may work with their state to submit their UCMR 5 monitoring data to meet the PFAS NPDWR’s initial monitoring requirements which are required to be completed within three years following rule promulgation (*i.e.*, by 2027).

Beginning in 2029, compliance with the PFAS MCLs will be determined by calculating the running annual average (RAA) for each sample point; that average considers the results of all four quarterly samples (from locations with surface water sources and large PWS locations with ground water sources) or two semi-annual samples (from small PWS locations with ground water sources) over the previous year based on compliance monitoring data reported to the primacy agency. With this in mind, and recognizing that the agency only has a partial set of UCMR 5 data, the EPA notes the following:

- For context, the EPA compared UCMR 5 results for the newly regulated PFAS to their associated MCLs if there were sufficient data available to calculate an annual average for a sampling location. Doing so required a full set of UCMR 5 results for a regulated PFAS (*i.e.*, two sample results for locations with ground water sources, four sample results for locations with surface water sources).
 - To date, 10% of the PWSs that have reported a full set of UCMR 5 results for at least one location had an average for one or more of the newly regulated PFAS that was greater than the respective MCL(s).

- Five PFAS have individual MCLs associated with the EPA’s PFAS NPDWR. To date, 7.9%, 6.4%, 0.0%, 0.6%, and 0.1% of PWSs with a full set of UCMR 5 results for at least one location had an average that was greater than the individual MCLs for PFOS, PFOA, HFPO-DA, PFHxS, and PFNA, respectively.
- Along with PFHxS, PFNA, and HFPO-DA, one additional PFAS (PFBS) is included in the Hazard Index (HI) MCL. To date, 0.7% of PWSs with a full set of UCMR 5 results for at least one location had an average that was greater than the HI MCL.
- Health-based reference concentrations in drinking water have not been established for the other (unregulated) 23 PFAS that are part of UCMR 5.
 - Eighteen of these 23 PFAS were measured at or above their respective UCMR minimum reporting level (MRL) in at least one sample by at least one PWS.
 - For the other five PFAS, no PWSs have reported results at or above their respective UCMR MRLs.
- UCMR 5 data show that PFAS co-occur as mixtures in drinking water systems. For example, 66% of sampling locations with at least one PFAS result at or above the UCMR MRL have reported results for multiple PFAS at or above the UCMR MRL(s). The EPA will continue to evaluate the co-occurrence of PFAS in PWSs and at sampling locations as the agency gathers more UCMR 5 monitoring data.
- The EPA established a health reference level (HRL) for lithium for screening purposes. To date, 25% of PWSs have reported lithium results above the screening HRL.

Regulatory levels (*e.g.*, MCLs), health-based reference values, and other contaminant health effects information is provided in [Table 2](#). Summary details for contaminant occurrence, including comparisons to the new PFAS MCLs, and PFAS co-occurrence to date are shown in [Table 3](#), [Table 4](#), and [Table 5](#).

Background

The EPA uses the UCMR program to collect nationally representative data for contaminants that may be present in drinking water but are not currently subject to regulatory standards set under SDWA. This monitoring is used by the agency to understand the frequency and level of occurrence of unregulated contaminants in the nation's PWSs. Every five years, taking into consideration the EPA's Contaminant Candidate List (CCL), the agency develops a new list of UCMR contaminants for monitoring. SDWA, as amended by Section 2021 of America's Water Infrastructure Act of 2018, calls for the EPA to:

- Issue a list of unregulated contaminants to be monitored by certain PWS types¹ every five years
- Require large PWSs (*i.e.*, those that serve more than 10,000 people) to monitor their water for the contaminants
- Require small PWSs serving between 3,300 and 10,000 people to monitor, subject to the availability of EPA appropriations and sufficient laboratory capacity
- Require a nationally representative sample of small PWSs serving fewer than 3,300 people to monitor
- Pay for the analysis of UCMR samples from participating PWSs serving 10,000 or fewer
- Make analytical results available in a National Contaminant Occurrence Database ([NCOD](#)) for drinking water

State and local officials may also use the UCMR data to assess the need for actions to protect public health. When evaluating the UCMR data, one should consider the following:

- UCMR monitoring generates a robust dataset that is representative of national occurrence in drinking water.
- UCMR results are available after PWSs and the laboratories that support their monitoring have reported results to the EPA (up to four months after the samples are collected). Small PWS results may be available sooner relative to large PWS results since the laboratories contracted by the EPA to analyze small PWS samples are contractually obligated to report results within a shorter timeframe.
- There is information about health effects and treatment techniques to address some of these unregulated contaminants.

Through the [Bipartisan Infrastructure Law](#), the EPA is helping states, Tribes, and especially small, rural, and disadvantaged communities to leverage billions of dollars in funding dedicated to investments in infrastructure solutions. Those investments will allow communities to remove emerging contaminants, like PFAS and lithium, from their drinking water. Along with the final PFAS NPDWR, the EPA announced nearly \$1 billion in newly available funding through the [Emerging Contaminants in Small or Disadvantaged Communities Grant Program](#) to help states and territories implement PFAS testing and treatment at PWSs. Additionally, the EPA has a nationwide [Water Technical Assistance Program](#) to help communities access federal resources by working directly with PWSs to identify challenges like PFAS; develop plans; build technical, managerial, and financial capacity; and apply for water infrastructure funding. For more information, visit the agency's [website](#).

¹ UCMR 5 requirements apply to community water systems (CWSs) and non-transient non-community water systems (NTNCWSs). They do not apply to transient non-community water systems (TNCWSs). The use of "PWS" throughout this document refers to participating CWSs and NTNCWSs. For more information on PWS types, visit the agency's [website](#).

Table 1. Contaminants and Methods

Contaminant ¹	CASRN ²	EPA Method	Contaminant Classification
lithium	7439-93-2	200.7	Metal/Pharmaceutical
perfluorooctanesulfonic acid (PFOS)	1763-23-1	533	PFAS
perfluorooctanoic acid (PFOA)	335-67-1	533	PFAS
hexafluoropropylene oxide dimer acid (HFPO-DA) (GenX chemicals)	13252-13-6	533	PFAS
perfluorohexanesulfonic acid (PFHxS)	355-46-4	533	PFAS
perfluorononanoic acid (PFNA)	375-95-1	533	PFAS
perfluorobutanesulfonic acid (PFBS)	375-73-5	533	PFAS
perfluorobutanoic acid (PFBA)	375-22-4	533	PFAS
perfluorohexanoic acid (PFHxA)	307-24-4	533	PFAS
perfluorodecanoic acid (PFDA)	335-76-2	533	PFAS
11-chloroeicosafluoro-3-oxaundecane-1-sulfonic acid (11Cl-PF3OUdS)	763051-92-9	533	PFAS
1H, 1H, 2H, 2H-perfluorodecane sulfonic acid (8:2 FTS)	39108-34-4	533	PFAS
1H, 1H, 2H, 2H-perfluorohexane sulfonic acid (4:2 FTS)	757124-72-4	533	PFAS
1H, 1H, 2H, 2H-perfluorooctane sulfonic acid (6:2 FTS)	27619-97-2	533	PFAS
4,8-dioxa-3H-perfluorononanoic acid (ADONA)	919005-14-4	533	PFAS
9-chlorohexadecafluoro-3-oxanone-1-sulfonic acid (9Cl-PF3ONS)	756426-58-1	533	PFAS
nonafluoro-3,6-dioxaheptanoic acid (NFDHA)	151772-58-6	533	PFAS
perfluoro (2-ethoxyethane) sulfonic acid (PFEESA)	113507-82-7	533	PFAS
perfluoro-3-methoxypropanoic acid (PFMPA)	377-73-1	533	PFAS
perfluoro-4-methoxybutanoic acid (PFMBA)	863090-89-5	533	PFAS
perfluorododecanoic acid (PFDoA)	307-55-1	533	PFAS
perfluoroheptanesulfonic acid (PFHpS)	375-92-8	533	PFAS
perfluoroheptanoic acid (PFHpA)	375-85-9	533	PFAS
perfluoropentanesulfonic acid (PFPeS)	2706-91-4	533	PFAS
perfluoropentanoic acid (PFPeA)	2706-90-3	533	PFAS
perfluoroundecanoic acid (PFUnA)	2058-94-8	533	PFAS
n-ethyl perfluorooctanesulfonamidoacetic acid (NEtFOSAA)	2991-50-6	537.1	PFAS
n-methyl perfluorooctanesulfonamidoacetic acid (NMeFOSAA)	2355-31-9	537.1	PFAS
perfluorotetradecanoic acid (PFTA)	376-06-7	537.1	PFAS
perfluorotridecanoic acid (PFTTrDA)	72629-94-8	537.1	PFAS

¹ UCMR 5 contaminants are being monitored under the UCMR Assessment Monitoring (AM) design. For more information, refer to the EPA’s [UCMR 5 website](#).

² CASRN – Chemical Abstracts Service Registry Number

Information About UCMR 5 Results

The purpose of this document is to (1) summarize UCMR 5 results reported to date and (2) provide context around UCMR 5 results in relation to EPA-established UCMR minimum reporting levels (MRLs) and, if available, health-based reference values (*i.e.*, non-regulatory reference concentrations and reference doses [RfDs]) or regulatory values (*e.g.*, MCLs).

The UCMR 5 MRLs are the lowest concentrations that laboratories may report to the EPA during UCMR 5 monitoring. UCMR MRLs are determined using data from multiple laboratories that participate in the EPA's MRL-setting studies and are not associated with contaminant health effects information. The EPA establishes UCMR MRLs to ensure consistency in the quality of the information reported to the agency.

Depending on the available health and toxicological information for a UCMR contaminant, a non-regulatory [reference concentration](#) (*e.g.*, health reference level [HRL]) in drinking water may be available. Reference concentrations can be derived from an RfD (*i.e.*, a non-cancer endpoint) or an oral cancer slope factor (CSF) (*i.e.*, a cancer endpoint), if available, and consider additional assumptions about body weight and drinking water intake. The HRL for lithium does not represent a regulatory limit or action level and should not be interpreted as an indication of future agency actions.

Community water systems (CWSs) required to monitor under UCMR must inform their customers of UCMR results (including the average and range of results) in their annual Consumer Confidence Report (CCR). See 40 CFR 141.153(d)(7) for the CCR regulatory requirements and Section IV of the EPA's guidance [Preparing Your Drinking Water Consumer Confidence Report](#) for details on the content of the report. Additional resources are available on the EPA's [CCR Compliance Help webpage](#).

Non-transient non-community water systems (NTNCWSs) (*e.g.*, a school that operates its own drinking water system) and CWSs required to monitor under UCMR must inform their customers of the availability of UCMR results through Tier 3 Public Notification (PN). See 40 CFR 141.207 for the PN regulatory requirements and the EPA's [PN Compliance Help webpage](#) for guidance.

The EPA recognizes the high interest in timely access to UCMR results and is committed to publicly posting results on the agency's [Occurrence Data webpage](#) approximately quarterly (following large PWS review of their UCMR results and EPA review of small PWS results). The EPA manages the laboratory analyses for small PWSs and will work to communicate their results in a timely manner. Large PWSs wishing to have earlier access to their data should consider making arrangements with their UCMR 5 laboratory for early notification of UCMR results (*i.e.*, before their contracted laboratory posts the results to the UCMR web-based reporting system).

UCMR occurrence data are used to inform the agency's [Regulatory Determination](#) process (*i.e.*, the process that addresses potential regulatory actions for unregulated contaminants). States may establish requirements or levels (regulatory or non-regulatory) for drinking water contaminants not yet regulated by the EPA. PWSs are responsible for being aware of and complying with their state's requirements, if any.

Available drinking water treatment information for UCMR 5 contaminants can be found in the EPA's [Drinking Water Treatability Database](#). The [EPA's PFAS website](#) provides additional information on agency actions to address PFAS contamination, describes current PFAS research, and identifies related tools and resources. The EPA has also published a [PFAS Communication Toolkit](#) to help PWSs and community leaders educate the public about PFAS, where they come from, their health risks, how to reduce exposure, and about the final PFAS NPDWR.

Health-Based Reference Values

[Table 2](#) provides health-based reference values (*i.e.*, non-regulatory reference concentrations and RfDs) for each contaminant monitored under UCMR 5, if available. To identify reference values, the EPA applied the following principles:

- (1) Reference concentrations and RfDs were compiled from the following publicly available resources:
 - a. [Technical Support Document for the Final CCL 5 – Contaminant Information Sheets](#) and
 - b. [Integrated Risk Information System \(IRIS\) Assessments](#)

The above resources are the products (or compilation) of peer-reviewed health assessments. The reference values are subject to change as new health assessments are completed; they are not legally enforceable federal standards.

- (2) If health information was available from more than one of the resources listed above, the most recent health information was used.
- (3) If both cancer and non-cancer reference concentrations were available from the most recent resource, the lower (more conservative) of the two concentrations was used. Please review the references and footnotes in [Table 2](#) for additional health effects information.
- (4) If an RfD (*i.e.*, a non-cancer endpoint) was the basis for the reference concentration, and both chronic and subchronic/short-term exposure values were available from the most recent resource, the lower concentration (associated with the chronic exposure) was used. Please review the references and footnotes in [Table 2](#) for additional health effects information (*e.g.*, additional short-term, subchronic, or chronic values).
- (5) For the contaminants that do not have a reference concentration available from a resource listed above, only the RfDs from finalized health assessments are provided in [Table 2](#), if available. If a health assessment is in process, a link to additional information about its status is provided.

The EPA considers this a “living document” and will update Table 2 as new health-based information becomes available.

Table 2. UCMR Minimum Reporting Levels (MRLs), Regulatory Levels, and Health-Based Reference Values

Contaminant [Note: to convert to ng/L or parts per trillion (ppt), multiply by 1,000]	UCMR MRL (µg/L) ¹	Regulatory Level (µg/L)	Health-Based Reference Values		References
			Non-Regulatory Reference Concentration (µg/L)	RfD (mg/kg-day)	
lithium ²	9	-	HRL = 10	subchronic and chronic provisional RfD = 2×10^{-3}	Technical Support Document for the Final CCL 5 - Contaminant Information Sheets
PFOS	0.004	MCL = 0.0040 ³	-	-	2024 Final PFAS NPDWR
PFOA	0.004	MCL = 0.0040 ³	-	-	2024 Final PFAS NPDWR
HFPO-DA (GenX chemicals)	0.005	MCL = 0.01 ³	-	-	2024 Final PFAS NPDWR
PFHxS ⁴	0.003	MCL = 0.01 ³	-	-	2024 Final PFAS NPDWR
PFNA ⁴	0.004	MCL = 0.01 ³	-	-	2024 Final PFAS NPDWR
PFBS ⁵	0.003	-	-	-	2024 Final PFAS NPDWR
PFBA	0.005	-	-	chronic RfD = 1×10^{-3} subchronic RfD = 6×10^{-3}	2022 IRIS Assessment
PFHxA	0.003	-	-	subchronic and chronic RfD = 5×10^{-4}	2023 IRIS Assessment
PFDA	0.003	-	-	-	In process/Draft IRIS Assessment
11Cl-PF3OudS	0.005	-	-	-	-
8:2 FTS	0.005	-	-	-	-
4:2 FTS	0.003	-	-	-	-
6:2 FTS	0.005	-	-	-	-
ADONA	0.003	-	-	-	-

¹ UCMR MRL – EPA-established UCMR Minimum Reporting Level. Based on laboratory capability; not related to contaminant health effects information.

² The reference concentration is the Health Reference Level (HRL) calculated as part of the CCL 5 process and is based on the RfD from the following health assessment: [Provisional Peer-Reviewed Toxicity Values for Lithium \(2008\)](#). For more information, see the EPA’s [Technical Fact Sheet on Lithium in Drinking Water](#) for primacy agencies.

³ MCL – Maximum Contaminant Level. See [Terms and Definitions](#) and the [PFAS NPDWR](#) section of this document.

⁴ In process/draft EPA Integrated Risk Information System (IRIS) assessments for [PFHxS](#) and [PFNA](#).

⁵ PFBS has a Health-Based Water Concentration (HBWC) of 2 µg/L associated with the final PFAS NPDWR. PFBS is not regulated individually; the HBWC for PFBS is only used in the Hazard Index (HI) MCL calculation when PFBS occurs in a mixture with one or more of HFPO-DA, PFHxS, and PFNA. See [Terms and Definitions](#) and the [PFAS NPDWR](#) section of this document.

Contaminant [Note: to convert to ng/L or parts per trillion (ppt), multiply by 1,000]	UCMR MRL (µg/L) ¹	Regulatory Level (µg/L)	Health-Based Reference Values		References
			Non-Regulatory Reference Concentration (µg/L)	RfD (mg/kg-day)	
9CI-PF3ONS	0.002	-	-	-	-
NFDHA	0.02	-	-	-	-
PFEESA	0.003	-	-	-	-
PFMPA	0.004	-	-	-	-
PFMBA	0.003	-	-	-	-
PFDoA	0.003	-	-	-	-
PFHpS	0.003	-	-	-	-
PFHpA	0.003	-	-	-	-
PFPeS	0.004	-	-	-	-
PFPeA	0.003	-	-	-	-
PFUnA	0.002	-	-	-	-
NEtFOSAA	0.005	-	-	-	-
NMeFOSAA	0.006	-	-	-	-
PFTA	0.008	-	-	-	-
PFTrDA	0.007	-	-	-	-

Table 3. April 2024 Data Summary for Unregulated UCMR 5 Contaminants¹

Contaminant	UCMR MRL ² (µg/L)	Ref Conc ³ (µg/L)	Total number of results	Number of results ≥MRL	Number of results >Ref Conc ⁴	% of total results >Ref Conc	Total number of PWSs with results	Number of PWSs with results ≥MRL	Number of PWSs with results >Ref Conc ⁴	% of PWSs with results >Ref Conc ⁴
lithium	9	10	24,986	7,085	4,920	19.7%	4,835	1,694	1,208	25.0%
PFBA	0.005	-	23,892	2,063	-	-	4,656	863	-	-
PFHxA	0.003	-	23,906	2,315	-	-	4,657	839	-	-
PFDA	0.003	-	23,923	13	-	-	4,658	5	-	-
11CI-PF3OUdS	0.005	-	23,925	0	-	-	4,657	0	-	-
8:2 FTS	0.005	-	23,921	5	-	-	4,657	5	-	-
4:2 FTS	0.003	-	23,925	2	-	-	4,657	2	-	-
6:2 FTS	0.005	-	23,912	132	-	-	4,657	96	-	-
ADONA	0.003	-	23,924	3	-	-	4,657	2	-	-
9CI-PF3ONS	0.002	-	23,905	1	-	-	4,656	1	-	-
NFDHA	0.02	-	23,917	4	-	-	4,657	3	-	-
PFEESA	0.003	-	23,925	0	-	-	4,658	0	-	-
PFMPA	0.004	-	23,925	3	-	-	4,658	2	-	-
PFMBA	0.003	-	23,925	2	-	-	4,658	1	-	-
PFDoA	0.003	-	23,920	2	-	-	4,658	2	-	-
PFHpS	0.003	-	23,924	1	-	-	4,658	1	-	-
PFHpA	0.003	-	23,916	585	-	-	4,657	254	-	-
PFPeS	0.004	-	23,922	39	-	-	4,659	26	-	-
PFPeA	0.003	-	23,898	2,618	-	-	4,658	910	-	-
PFUnA	0.002	-	23,919	3	-	-	4,659	2	-	-
NEtFOSAA	0.005	-	24,538	1	-	-	4,735	1	-	-
NMeFOSAA	0.006	-	24,538	0	-	-	4,735	0	-	-
PFTA	0.008	-	24,538	0	-	-	4,735	0	-	-
PFTrDA	0.007	-	24,537	0	-	-	4,735	0	-	-

¹ This data summary represents approximately 35% of total results that the EPA expects to receive by completion of data reporting in 2026. Analytical results from the UCMR program are reported by laboratories and provided by the agency in micrograms/liter (µg/L, or parts per billion). To convert results in µg/L to nanograms/liter (ng/L, or parts per trillion), multiply the value by 1,000. The UCMR results represented by this table are single measurements and do not represent a running annual average (RAA). For information on results to date for the regulated PFAS, see the [PFAS NPDWR](#) section of this document. The total number of results and total number of PWSs with results for the regulated PFAS are similar to the other EPA Method 533 PFAS (*i.e.*, approximately 24,000 results from more than 4,600 PWSs).

² UCMR MRL – EPA-established UCMR Minimum Reporting Level. Based on laboratory capability; not related to contaminant health effects information.

³ Ref Conc – Reference Concentration. The EPA’s CCL 5 Health Reference Level (HRL) for lithium. See [Terms and Definitions](#).

⁴ The EPA’s HRL for lithium is expressed with one significant digit; comparison of UCMR results to the HRL is therefore based on one significant digit. Results ≥15 µg/L for lithium round to ≥20 µg/L and are identified as above reference concentrations.

Final PFAS NPDWR

On April 10, 2024, the EPA established legally enforceable standards for five individual PFAS: PFOA, PFOS, PFNA, PFHxS, and HFPO-DA (known as GenX chemicals). The agency’s regulatory determination for PFNA, PFHxS, and HFPO-DA is based on their substantial likelihood to occur in PWSs with a frequency and at levels of health concern. The EPA also established an enforceable standard for mixtures containing two or more of PFNA, PFHxS, HFPO-DA, and PFBS. Please refer to the [PFAS NPDWR website](#) for more information. **UCMR 5 results for the newly regulated PFAS do not indicate current compliance or noncompliance with the MCLs.** Compliance with the PFAS regulatory MCLs will be determined by calculating the running annual average (RAA) for each sample point; that average considers the results of all four quarterly samples from a particular location(s) at a PWS over the previous year based on compliance monitoring results reported to the primacy agency.

The EPA currently has a partial UCMR 5 dataset, with approximately 2,900 PWSs reporting full sets of results (*i.e.*, two results for locations with ground water sources and four results for locations with surface water sources) for approximately 6,900 sampling locations. Recognizing that the UCMR 5 results have no direct implications for PWS MCL compliance, but that many are interested in comparing UCMR 5 data to the MCLs, the EPA calculated annual averages for the UCMR 5 results where such a calculation was possible. The agency then compared those averages to the NPDWR MCLs. [Table 4](#) presents the UCMR 5 results to date using sampling location averages and the MCLs from the PFAS NPDWR. Approximately 10% of the PWSs in this group had an average greater than an individual MCL for at least one regulated PFAS and/or for the HI MCL at one or more sampling locations. Please note: if a particular PWS had averages greater than multiple MCLs, that PWS will be counted in this table multiple times (*i.e.*, once in each row for the respective PFAS with an average greater than the MCL). If this is not considered by those assessing the data in these rows, it would result in “double counting.” For more information on calculating averages for the PFAS MCLs, please refer to Section VIII of the final PFAS NPDWR *Federal Register* notice, 40 CFR 141.903, and the [PFAS NPDWR website](#).

Table 4. Comparison of UCMR 5 Average Results and the MCLs for Regulated PFAS

Regulated PFAS	MCL (µg/L) ¹	Total number of locations with a full set of results ²	Number of locations with an average greater than MCL	% of locations with an average greater than MCL	Total number of PWSs with location(s) with a full set of results	Number of PWSs with average(s) greater than MCL	% of PWSs with average(s) greater than MCL
PFOS	0.0040	6,935	369	5.3%	2,875	226	7.9%
PFOA	0.0040	6,939	330	4.8%	2,878	184	6.4%
HFPO-DA (GenX chemicals)	0.01	6,946	1	0.0%	2,882	1	0.0%
PFHxS	0.01	6,936	20	0.3%	2,878	16	0.6%
PFNA	0.01	6,947	3	0.0%	2,882	3	0.1%
Hazard Index (HFPO-DA, PFHxS, PFNA, PFBS)	1 (unitless)	6,928	24	0.3%	2,873	20	0.7%
Total number of unique PWSs with one or more averages greater than MCL = 293 of 2,883 (10%)							

¹ MCLs for PFOA and PFOS are expressed with two significant digits; MCLs for HFPO-DA, PFHxS, PFNA, and the HI are expressed with one significant digit. Comparison of UCMR 5 averages to MCLs is based on the corresponding number of significant digits. An average is counted as greater than the MCL for PFOS or PFOA if it is ≥ 0.00405 µg/L. An average is counted as greater than the MCL for HFPO-DA, PFHxS, or PFNA if it is ≥ 0.015 µg/L. An average is counted as greater than the HI MCL if it is ≥ 1.5 and at least two PFAS included in the average are measured at or above the UCMR MRL.

² For UCMR 5 monitoring, PWSs may have multiple sampling locations, for which there are either two or four sample events over a period of 12 months (for locations with ground water or surface water sources, respectively). Sampling locations were only considered in the comparison to each MCL if they had a corresponding full set of UCMR 5 results (*i.e.*, two or four results). Note: compliance with the MCLs will be calculated based on compliance monitoring results reported to the primacy agency for four quarterly samples (from locations sourced by surface water or large PWS locations sourced by ground water) or two semi-annual samples (from small PWS locations sourced by ground water). The UCMR 5 averages for all PWS locations with ground water sources use two results, not four.

UCMR 5 PFAS Co-occurrence in Drinking Water

The EPA’s examination of drinking water data shows that different PFAS can often be found together and in varying combinations as mixtures (for additional discussion, please see the EPA’s [PFAS Occurrence and Contaminant Background Support Document](#)). Additionally, decades of research show mixtures of different chemicals can have additive health effects, even if the individual chemicals are each present at lower levels. The EPA has established drinking water standards for certain PFAS to provide health protection against these individual and co-occurring PFAS in PWSs. In cases where the PFAS included in the final PFAS NPDWR occur at concentrations above their respective regulatory standards, there is also an increased probability of co-occurrence of additional unregulated PFAS. As discussed in the [final PFAS NPDWR](#), the EPA expects that compliance actions taken under the final rule will remove unregulated co-occurring PFAS contaminants and provide additional public health protection and benefits because the best available drinking water treatment technologies have been demonstrated to co-remove other PFAS and non-PFAS contaminants that may have adverse health effects.

[Table 5](#) provides a general assessment of UCMR 5 PFAS co-occurrence by location (*i.e.*, considering all available PFAS results to date for a sampling location). For UCMR 5 monitoring, PWSs may have multiple sampling locations. Each sample event includes sample collection for 29 PFAS. This table presents the count of sampling locations for which “N or more” unique PFAS were found at or above the UCMR MRL, where N is 1-11 in Table 5. The table stops at 11 (and not 29) because 11 was the maximum number of unique PFAS found to co-occur at a sampling location (*i.e.*, same PWS, facility, and sample point). Results were included in the location-level counts regardless of whether results were available for all 29 PFAS for a sampling location.

Table 5. April 2024 PFAS Co-occurrence Counts by Sampling Location

Number (N) of Unique PFAS ≥UCMR MRL ¹	1	2	3	4	5	6	7	8	9	10	11
Number of Sampling Locations with N or More PFAS ²	2,920	1,922	1,448	1,069	748	485	299	156	44	10	4
Number of Unique PWSs Associated with Locations ³	2,226	1,490	1,138	846	591	381	232	118	36	10	4

¹ Represents the number (N) “or more” count of unique PFAS found at or above their UCMR Minimum Reporting Level (MRL). UCMR MRLs are based on laboratory capability and are not related to contaminant health effects information.

² Represents the number of individual sampling locations with the corresponding number of unique PFAS found across all available results to date for the location. For example, 1,448 sampling locations each had three or more different PFAS occur; these 1,448 sampling locations are from 1,138 unique PWSs.

³ Represents the number of unique PWSs associated with the number of sampling locations for each count. For example, 1,138 different PWSs each had at least one sampling location with three or more different PFAS occur.

Terms and Definitions

- a) **UCMR MRL** – EPA-established UCMR Minimum Reporting Level. The lowest concentration that laboratories may report to the EPA during UCMR 5 monitoring. MRLs are not associated with health effects information. More specifically, an MRL is the quantitation limit for a contaminant that is considered achievable, with 95% confidence, by at least 75% of laboratories nationwide using a specified analytical method (recognizing that individual laboratories may be able to measure at lower levels). **[Note: The Agency for Toxic Substances and Disease Registry (ATSDR) uses the term “MRL” for a different purpose (i.e., to describe “Minimal Risk Level”). The UCMR term and the ATSDR term have no relationship to each other.]**
- b) **Ref Conc** – Reference Concentration. Based on publicly available health information found in the following EPA resource: CCL 5 Contaminant Information Sheets [*i.e.*, Health Reference Levels (HRLs)]. Reference concentrations are derived from peer-reviewed health assessments published by the EPA or other governmental agencies. They are not legally enforceable federal standards and are subject to change as new health assessments are completed. Depending on available health effects information, a reference concentration in drinking water can be derived from a reference dose (RfD) (*i.e.*, a non-cancer endpoint) or a cancer slope factor (CSF) (*i.e.*, a cancer endpoint), and considers additional assumptions about body weight and drinking water intake.
- c) **HRL** – Health Reference Level. Derived during the Contaminant Candidate List (CCL) process for screening purposes. HRLs are used in the EPA’s Regulatory Determination process as risk-derived concentrations against which to evaluate occurrence data to determine if contaminants occur at levels of public health concern. HRLs are not final determinations about the level of a contaminant in drinking water that is necessary to protect any particular population and, in some cases, are derived prior to development of a complete exposure assessment using the best available data. HRLs are not legally enforceable federal standards. To determine the HRL for a chemical, the agency considers adverse health effects that may pose a greater risk to specific life stages and other sensitive groups which represent a meaningful portion of the population. For more information on HRL derivation, please see the [Technical Support Document for the Final CCL 5 – Contaminant Information Sheets](#).
- d) **RfD** – Oral Reference Dose. A non-cancer estimate (with uncertainty spanning perhaps an order of magnitude) of a daily oral exposure to the human population (including sensitive subgroups) that is likely to be without an appreciable risk of deleterious effects during a lifetime. It is typically derived by dividing a point-of-departure (POD) from a selected dose-response study (*e.g.*, no-observed-adverse-effect level [NOAEL], lowest-observed-adverse-effect level [LOAEL], benchmark dose [BMD]) by the uncertainty factors (UFs) applied to reflect limitations of the data used. Chronic RfDs are typically derived from animal toxicological studies with an exposure duration of months to years, representing a lifetime exposure in humans. Subchronic RfDs are typically derived from animal toxicological studies with an exposure duration of 31 to 90 days, representing a less than lifetime exposure in humans (up to 10% of average lifespan). Visit the [EPA’s IRIS website](#) for more information about RfD derivation.
- e) **MCLG** – Maximum Contaminant Level Goal. The level of a contaminant in drinking water at which there is no known or expected risk to health. MCLGs allow for a margin of safety and are non-enforceable public health goals.
- f) **MCL** – Maximum Contaminant Level. The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to MCLGs as feasible using the best available treatment technology and taking cost into consideration. MCLs are enforceable standards.
- g) **HBWC** – Health-Based Water Concentration. The level below which there are no known or anticipated adverse health effects over a lifetime of exposure, including sensitive populations and life stages, and allows for an adequate margin of safety.
- h) **HI** – Hazard Index. A long-established approach that EPA regularly uses to understand health risk from a chemical mixture (*i.e.*, exposure to multiple chemicals). The HI is made up of a sum of fractions. Each fraction compares the level of each PFAS measured in the water to the HBWC. The HI is the sum of component hazard quotients, which are calculated by dividing the measured PFAS component contaminant concentration in water [*e.g.*, expressed as parts per trillion (ppt) or nanograms per liter (ng/L)] by the associated HBWC expressed in the same units as the measured concentration (*e.g.*, ppt or ng/L). For PFAS, a mixture HI greater than 1 (unitless) is an exceedance of the HI MCL.

Data Considerations

The UCMR 5 analytical results are publicly available through the [UCMR 5 Data Finder](#) and as [text files](#).

The UCMR 5 Data Finder allows people to easily search for, summarize, and download the available UCMR 5 analytical results. Results can be filtered using multiple data fields, including PWS, PWS size, state, EPA Region, contaminant, source water type, results at or above UCMR MRLs, and results above health-based reference concentrations (data definitions provided in [Table 6](#)). The UCMR 5 Data Finder can be used by federal, state, and local agencies as well as the public to easily locate and retrieve specific results and assist with answering questions regarding UCMR 5 monitoring. Selected results can be viewed online or downloaded as a Microsoft Excel file (.xlsx). A video demonstration of the UCMR 5 Data Finder is available [here](#).

For those interested in large-scale data processing using statistical or data analysis software, the EPA recommends using the occurrence data text files containing the UCMR 5 analytical results as well as additional information reporting during monitoring. Data are provided in tab delimited text files (.txt) (see below for descriptions), with field names included in the first row of each file and no text qualifier. The EPA recommends importing all ID fields into your choice of software as text since some of the IDs can otherwise be misinterpreted as long integer field types when they contain alpha characters.

- To download the occurrence data text files (data definitions provided in [Table 7](#)), select one of the following zip (.zip) files from [UCMR 5 \(2023-2025\) Occurrence Data](#):
 - [UCMR 5 Occurrence Data Text Files](#) to view all the analytical results to date (*i.e.*, results for all contaminants reported by all PWSs). The [UCMR5_All.txt](#) file will likely become too large to be imported into Excel once the majority of the UCMR 5 results are reported, in which case you can try other applications (*e.g.*, Microsoft Access) or import a subset of the data as described below.
 - [UCMR 5 Occurrence Data Text Files by State](#) to view all the analytical results to date, organized by Tribes and states. Within that zip file, one text file ([UCMR5_All_Tribes_AK_LA.txt](#)) will have all results for Tribal PWSs and for the states starting alphabetically with A through L; another file ([UCMR5_All_MA_WY.txt](#)) will have all results for the states starting alphabetically with M through W. The results are organized this way to address file size limitations and streamline data management.
 - [UCMR 5 Occurrence Data Text Files by Method Classification](#) to view all the analytical results to date, organized by analytical method. Within that zip file, you will find individual text files with results organized by method (*e.g.*, a Method 200.7 file with results for lithium).
- The following text files for [additional data elements](#) (*i.e.*, information beyond analytical results for the 30 UCMR 5 contaminants) are also contained in each of the above zip files:
 - [UCMR5_ZIPCodes.txt](#) – U.S. Postal Service ZIP Code(s) for all areas served by a PWS (data definitions provided in [Table 8](#))
 - [UCMR5_AddtlDataElem.txt](#) – Disinfectant Type, Treatment Information, Lithium Occurrence, Lithium Treatment, PFAS Occurrence, PFAS Treatment, Potential PFAS Sources, Potential PFAS Sources Detail (data definitions provided in [Table 9](#))
 - The EPA is not asking PWSs for a formal, in-depth, source water evaluation for potential PFAS sources and recognizes that some PWSs will have more complete information than others. The agency's [PFAS Analytic Tools](#) can serve as a starting point to answer this question and are accessible [here](#). UCMR 5 data will be updated in the PFAS Analytic Tools soon after each quarterly data release.

For step-by-step details on using the UCMR 5 Data Finder and occurrence data text files, please refer to the document [Instructions for Accessing UCMR Results](#). Additional reference material, including common questions and answers on accessing and understanding the UCMR 5 data, is available on the [UCMR 5 website](#).

Table 6. Data Definitions for the UCMR 5 Data Finder

Field Name	Definition
PWS ID	Public Water System (PWS) Identification Code. The code used to identify each PWS. The code begins with the standard 2-character postal state abbreviation or Region code for Tribes; the remaining 7 numbers are unique to each PWS in the state. Utah PWS IDs begin with 4 letters (UTAH) followed by 5 numbers
PWS Name	Name of the PWS
Contaminant	The UCMR 5 contaminant analyzed
Result (µg/L)	Numeric value of the analytical result in µg/L for the contaminant. Results less than the UCMR MRL are indicated by <MRL
Health-Based Ref Conc (µg/L)	Non-regulatory Health-Based Reference Concentration in µg/L for the contaminant, if available (see Terms and Definitions)
Collection Date	Date of sample collection (month, day, year)
Facility ID	Identification code for each applicable facility associated with water treatment or delivery at the PWS
Facility Name	Name of the facility at the PWS
Sample Point ID	Identification code for each sample point location at the PWS
Sample Point Name	Name of the sample point at the PWS
Sample Event Code	Identification code for each sample event: SE1 , SE2 , SE3 , SE4
Sample ID	Identification code for each sample
Method ID	Identification code of the analytical method
PWS Size	Size category of the PWS for UCMR 5, based on retail population as indicated by the Safe Drinking Water Information System (Federal) (SDWIS/FED) as of February 1, 2021: S (≤ 10,000), L (> 10,000)
Facility Water Type	Source of water at the facility: SW (surface water), GW (ground water), GU (ground water under the direct influence of surface water), MX (any combination of SW, GW, and GU)
Sample Point Type	Sampling Point Type Code: EP (entry point to the distribution system)
EPA Region	EPA Region (states): Region 1 (CT, ME, MA, NH, RI, VT), Region 2 (NJ, NY, PR [Puerto Rico], VI [Virgin Islands]), Region 3 (DE, DC, MD, PA, VA, WV), Region 4 (AL, FL, GA, KY, MS, NC, SC, TN), Region 5 (IL, IN, MI, MN, OH, WI), Region 6 (AR, LA, NM, OK, TX), Region 7 (IA, KS, MO, NE), Region 8 (CO, MT, ND, SD, UT, WY), Region 9 (AZ, CA, HI, NV, AS [American Samoa], GU [Guam], MP [Northern Marianas Islands], NN [Navajo Nation]), Region 10 (AK, ID, OR, WA)
State	State abbreviation. Tribal PWSs without primacy are attributed to an EPA Region (01, 02, 03, 04, 05, 06, 07, 08, 09, 10)
UCMR Minimum Reporting Level (MRL, µg/L)	Minimum Reporting Level defined by UCMR 5 in µg/L for the contaminant. Based on laboratory capability; not related to contaminant health effects information (see Terms and Definitions)

Table 7. Data Definitions for Text Files: UCMR5_All, UCMR5_All_Tribes_AK_LA, UCMR5_All_MA_WY, and UCMR5_MethodNumber

Field Name	Definition
PWSID	Public Water System (PWS) Identification Code. The code used to identify each PWS. The code begins with the standard 2-character postal state abbreviation or Region code for Tribes; the remaining 7 numbers are unique to each PWS in the state. Utah PWS IDs begin with 4 letters (UTAH) followed by 5 numbers
PWSName	Name of the PWS
Size	Size category of the PWS for UCMR 5, based on retail population as indicated by the Safe Drinking Water Information System (Federal) (SDWIS/FED) as of February 1, 2021: S ($\leq 10,000$), L ($> 10,000$)
FacilityID	Identification code for each applicable facility associated with water treatment or delivery at the PWS
FacilityName	Name of the facility at the PWS
FacilityWaterType	Source of water at the facility: SW (surface water), GW (ground water), GU (ground water under the direct influence of surface water), MX (any combination of SW, GW, and GU)
SamplePointID	Identification code for each sample point location at the PWS
SamplePointName	Name of the sample point at the PWS
SamplePointType	Sampling Point Type Code: EP (entry point to the distribution system)
AssociatedFacilityID	Null for UCMR 5
AssociatedSamplePointID	Null for UCMR 5
CollectionDate	Date of sample collection (month, day, year)
SampleID	Identification code for each sample
Contaminant	The UCMR 5 contaminant analyzed
MRL	Minimum Reporting Level (MRL) defined by UCMR 5 in $\mu\text{g/L}$ for the contaminant. Based on laboratory capability; not related to contaminant health effects information (see Terms and Definitions)
Units	Units of the UCMR MRL and analytical results: $\mu\text{g/L}$
MethodID	Identification code of the analytical method
AnalyticalResultsSign	Sign indicating whether the analytical result is less than ($<$) the UCMR MRL or equal to ($=$) a numeric value at or above the UCMR MRL
AnalyticalResultValue	Numeric value of the analytical result in $\mu\text{g/L}$ for the contaminants. Null (or blank) values represent results less than the UCMR MRL
SampleEventCode	Identification code for each sample event: SE1, SE2, SE3, SE4
MonitoringRequirement	AM (Assessment Monitoring)
Region	EPA Region (states): 1 (CT, ME, MA, NH, RI, VT), 2 (NJ, NY, PR [Puerto Rico], VI [Virgin Islands]), 3 (DE, DC, MD, PA, VA, WV), 4 (AL, FL, GA, KY, MS, NC, SC, TN), 5 (IL, IN, MI, MN, OH, WI), 6 (AR, LA, NM, OK, TX), 7 (IA, KS, MO, NE), 8 (CO, MT, ND, SD, UT, WY), 9 (AZ, CA, HI, NV, AS [American Samoa], GU [Guam], MP [Northern Marianas Islands], NN [Navajo Nation]), 10 (AK, ID, OR, WA)
State	State abbreviation. Tribal PWSs without primacy are attributed to an EPA Region (01, 02, 03, 04, 05, 06, 07, 08, 09, 10)
UCMR1SampleType	Null for UCMR 5

Table 8. Data Definitions for Text File: UCMR5_ZIPCodes

Field Name	Definition
ZIPCODE	U.S. Postal Service ZIP Code(s) for all areas served by a PWS. This is entered by the PWS

Table 9. Data Definitions for Text File: UCMR5_AddtlDataElem

Additional Data Element	Definition and Response Options
DisinfectantType	<p>All of the disinfectants/oxidants that have been added prior to and at the entry point to the distribution system. Please select ALL that apply.</p> <p>PEMB = permanganate, HPXB = hydrogen peroxide, CLGA = gaseous chlorine, CLOF = offsite generated hypochlorite (stored as a liquid form), CLON = onsite generated hypochlorite, CAGC = chloramine (formed with gaseous chlorine), CAOF = chloramine (formed with offsite hypochlorite), CAON = chloramine (formed with onsite hypochlorite), CLDB = chlorine dioxide, OZON = ozone, ULVL = ultraviolet light, OTH = other types of disinfectant/oxidant, NODU = no disinfectant/oxidant used</p>
TreatmentInformation	<p>Treatment information associated with the sample point. Please select ALL that apply.</p> <p>CON = conventional (non-softening, consisting of at least coagulation/sedimentation basins and filtration), SFN = softening, RBF = river bank filtration, PSD = pre-sedimentation, INF = in-line filtration, DFL = direct filtration, SSF = slow sand filtration, BIO = biological filtration (operated with an intention of maintaining biological activity within filter), UTR = unfiltered treatment for surface water source, GWD = ground water system with disinfection only, PAC = application of powder activated carbon, GAC = granular activated carbon adsorption (not part of filters in CON, SFN, INF, DFL, or SSF), AIR = air stripping (packed towers, diffused gas contactors), POB = pre-oxidation with chlorine (applied before coagulation for CON or SFN or before filtration for other filtration plants), MFL = membrane filtration, IEX = ionic exchange, DAF = dissolved air floatation, CWL = clear well/finished water storage without aeration, CWA = clear well/finished water storage with aeration, ADS = aeration in distribution system (localized treatment), OTH = other types of treatment, NTU = no treatment used, DKN = do not know</p>
LithiumOccurrence	<p>A yes or no answer provided by the PWS for each entry point to the distribution system. Question: Have you tested for the contaminant in your drinking water in the past?</p> <p>YES = If yes, did you modify your treatment and if so, what types of treatment did you implement? (see LithiumTreatment); NO = have never tested for the contaminant; DK = do not know</p>
LithiumTreatment	<p>If yes, select ALL that apply:</p> <p>PAC = application of powder activated carbon, GAC = granular activated carbon adsorption (not part of filters in CON, SFN, INF, DFL, or SSF), IEX = ionic exchange, NRO = nanofiltration and reverse osmosis, OZN = ozone, BAC = biologically active carbon, MFL = membrane filtration, UVL = ultraviolet light, OTH = other, NMT = not modified after testing</p>
PFASOccurrence	<p>A yes or no answer provided by the PWS for each entry point to the distribution system. Question: Have you tested for the contaminant in your drinking water in the past?</p> <p>YES = If yes, did you modify your treatment and if so, what types of treatment did you implement? (see PFASTreatment); NO = have never tested for the contaminant; DK = do not know</p>
PFASTreatment	<p>If yes, select ALL that apply:</p> <p>PAC = application of powder activated carbon, GAC = granular activated carbon adsorption (not part of filters in CON, SFN, INF, DFL, or SSF), IEX = ionic exchange, NRO = nanofiltration and reverse osmosis, OZN = ozone, BAC = biologically active carbon, MFL = membrane filtration, UVL = ultraviolet light, OTH = other, NMT = not modified after testing</p>
PotentialPFASSources	<p>A yes or no answer provided by the PWS for each entry point to the distribution system. Question: Are you aware of any potential current and/or historical sources of PFAS that may have impacted the drinking water sources at your water system?</p> <p>YES = If yes, select ALL that apply (see PotentialPFASSourcesDetail); NO = not aware of any potential current and/or historical sources; DK = do not know</p>
PotentialPFASSourcesDetail	<p>If yes, select ALL that apply:</p> <p>MB = military base, FT = firefighting training school, AO = airport operations, CW = car wash or industrial launderers, PS = public safety activities (e.g., fire and rescue services), WM = waste management, HW = hazardous waste collection, treatment, and disposal, UW = underground injection well, SC = solid waste collection, combustors, incinerators, MF = manufacturing, FP = food packaging, TA = textile and apparel (e.g., stain- and water-resistant, fiber/thread, carpet, house furnishings, leather), PP = paper, CC = chemical, PR = plastics and rubber products, MM = machinery, CE = computer and electronic products, FM = fabricated metal products (e.g., nonstick cookware), PC = petroleum and coal products, FF = furniture, OG = oil and gas production, UT = utilities (e.g., sewage treatment facilities), CT = construction (e.g., wood floor finishing, electrostatic painting), OT = other</p>

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Results are below minimum reporting level

PWS ID	Facility	Sample Point	Sampling Event	Lab	Sample ID	Collection Date	Method	Analyte	Result Measure $\mu\text{g/L}$	Status
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	200.7	lithium	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	11Cl-PF3OUdS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	4:2 FTS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	6:2 FTS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	8:2 FTS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	9Cl-PF3ONS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	ADONA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	HFPO-DA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	NFDHA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFBA	< MRL	PWS/ EPA Approved

PWS ID	Facility	Sample Point	Sampling Event	Lab	Sample ID	Collection Date	Method	Analyte	Result Measure µg/L	Status
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFBS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFDA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFDoA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFEESA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFHpA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFHpS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFHxA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFHxS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFMBA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFMPA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFNA	< MRL	PWS/ EPA Approved

PWS ID	Facility	Sample Point	Sampling Event	Lab	Sample ID	Collection Date	Method	Analyte	Result Measure µg/L	Status
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFOA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFOS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFPeA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFPeS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	533	PFUnA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	537.1	NETFOSAA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	537.1	NMeFOSAA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	537.1	PFTA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE2	Northern Lake Service, Inc.	115521P	4/17/24	537.1	PFTrDA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	200.7	lithium	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	11Cl-PF3OUdS	< MRL	PWS/ EPA Approved

PWS ID	Facility	Sample Point	Sampling Event	Lab	Sample ID	Collection Date	Method	Analyte	Result Measure µg/L	Status
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	4:2 FTS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	6:2 FTS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	8:2 FTS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	9CI-PF3ONS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	ADONA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	HFPO-DA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	NFDHA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFBA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFBS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFDA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFDoA	< MRL	PWS/ EPA Approved

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MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFEESA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFHpA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFHpS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFHxA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFHxS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFMBA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFMPA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFNA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFOA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFOS	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	533	PFPeA	< MRL	PWS/ EPA Approved

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MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	537.1	NETFOSAA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	537.1	NMeFOSAA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	537.1	PFTA	< MRL	PWS/ EPA Approved
MI0006505	10001	EP001	SE1	Northern Lake Service, Inc.	112035P	1/22/24	537.1	PFTrDA	< MRL	PWS/ EPA Approved



MI NEIGHBORHOOD APPLICATION

MI Neighborhood Reservation Memorandum

Applicant/Subrecipient Agency Name: _____

Total MI Neighborhood Award Amount: \$ _____

Funds Source(s): _____

Total Leveraged Funds Commitment: \$ _____

Leveraged Funds Source(s): _____

Total Project Funds: \$ _____

MI NEIGHBORHOOD FUNDING RESERVED: Component(s) Reserved (enter information for all that apply and complete the applicable attachment(s):

A. New Unit \$ _____

OF TOTAL UNITS BEING CONSTRUCTED: _____ # OF TOTAL UNITS MSHDA FUNDED: _____

For-Sale Homebuyer Units: _____ # Tenant Rental Units: _____ # VISITABLE: _____

Project Description:

B. Rehabilitation \$ _____

OF TOTAL UNITS BEING REHABBED: _____ # OF TOTAL UNITS MSHDA FUNDED: _____

Owner Occupied Units: _____ # Tenant Rental Units: _____ # VISITABLE: _____

Project Description:

C. Public Amenity \$ _____ # MSHDA FUNDED ACTIVITIES _____

Project Description:

TOTAL MSHDA ADMINISTRATION FUNDING RESERVATION: \$ _____

MSHDA Administration funding request maximum amount cannot exceed 18% of the MSHDA Component Funding requested amount. All administration is reimbursed based on documented and itemized program planning and administration costs.

1. All MI Neighborhood assisted activities must occur within the approved site boundaries and all assisted units must assist program income qualified households with a minimum of 20% of the MSHDA assisted units being at or below 60% Area Median Income. In addition, all MI Neighborhood assisted rental units must follow rent limit restrictions for the county being served. Income and rent limits are posted on our website for reference.

2. **Regional Areas Served (refer to map):**

A	D	G	J	M
B	E	H	K	N
C	F	I	L	O

3. **List boundaries within above selected region(s) that will be served, as appropriate:**

4. **Regional Areas are** rural urban

5. **Counties Served:**

6. **MSHDA Funding Source Contingencies:**

The Reservation is contingent upon additional action items being completed if applicable, including For Profit LDHA structure verification, completion of an agency specific Annual Profile Review (APR), an executed grant agreement, and program guidelines approved by MSHDA. All actions are required prior to a final funding determination and issuance of a notice to proceed. No choice limiting actions and/or activities should be undertaken at this time as funding is not officially awarded until an executed grant agreement is in place.

MSHDA – Printed Name	MSHDA – Signature	Date
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As a MSHDA MI Neighborhood Program Applicant, my organization accepts the funding reservation and agrees to the terms outlined in this form and understands that this document will be incorporated into the grant agreement as a project description.

Applicant Authorized Signer – Printed Name	Applicant Authorized Signer – Signature	Date
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