

# City of Swartz Creek

## AGENDA

Regular Council Meeting, Monday, April 14, 2025, 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 March 24, 2025 MOTION Pg. 27
  - 4B. Council Meeting of March 24, 2025 (Closed Session) MOTION Sealed
5. **APPROVE AGENDA:**
  - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
  - 6A. City Manager's Report MOTION Pg. 8
  - 6B. Staff Reports & Meeting Minutes Pg. 54
  - 6C. Road Salt Price Communication Pg. 80
  - 6D. Draft Ordinance: Fighting In Schools Pg. 81
  - 6E. Otterburn Park Update Pg. 83
7. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
  - 8A. National Public Safety Telecommunicators Week PROC Pg. 24
  - 8B. Appointment RESO Pg. 25
  - 8C. Road Salt Purchase RESO Pg. 25
  - 8D. Fighting In Schools Ordinance DISC
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 26

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

Park Board:	Tuesday, April 15, 2025, 5:30 p.m., PDBMB
Zoning Board of Appeals:	Wednesday, April 16, 2025, 6:00 p.m., PDBMB
Fire Board:	Monday, April 21, 2025, 6:00 p.m., Station #1
Metro Police Board:	Wednesday, April 23, 2025, 11:00 a.m., Metro HQ
City Council:	Monday, April 28, 2025, 7:00 p.m., PDBMB
Planning Commission:	Tuesday, May 6, 2025, 7:00 p.m., PDBMB
Downtown Development Authority:	Thursday, May 8, 2025, 6:00 p.m., PDBMB
City Council:	Monday, May 12, 2025, 7:00 p.m., PDBMB

## **City of Swartz Creek Mission Statement**

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

## **City of Swartz Creek Values**

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

### ***Honesty, Integrity and Fairness***

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

### ***Fiscal Responsibility***

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

### ***Public Service***

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

### ***Embrace Employee Diversity and Employee Contribution, Development and Safety***

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

### ***Expect Excellence***

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

### ***Respect the Dignity of Others***

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

### ***Promote Protective Thinking and Innovative Suggestions***

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

**CITY OF SWARTZ CREEK  
VIRTUAL REGULAR CITY COUNCIL MEETING ACCESS INSTRUCTIONS  
MONDAY, APRIL 14, 2025, 7:00 P.M.**

The regular meeting of the City of Swartz Creek city council is scheduled for **April 14, 2025** 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](https://join.zoom.us) on any browser and entering the Meeting ID provided below.

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

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

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



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

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

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

**Renee Kraft is inviting you to a scheduled Zoom meeting.**

**Topic: Swartz Creek City Council Meeting**

**Time: April 14, 2025 at 7:00 PM Eastern Time (US and Canada)**

**Join Zoom Meeting**

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

**Meeting ID: 830 9640 1128**

**One tap mobile**

**+13017158592,,83096401128# US (Washington DC)**

**+13126266799,,83096401128# US (Chicago)**

**Dial by your location**

**+1 301 715 8592 US (Washington DC)**

**+1 312 626 6799 US (Chicago)**

**+1 929 205 6099 US (New York)**

**+1 253 215 8782 US (Tacoma)**

**+1 346 248 7799 US (Houston)**

**+1 669 900 6833 US (San Jose)**

**Meeting ID: 830 9640 1128**

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

**If you have any further questions or concerns, please contact 810-429-2766 or email [rkraft@cityofswartzcreek.org](mailto: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, April 14, 2025 - 7:00 P.M.**

**TO:** *Honorable Mayor, Mayor Pro-Tem & Council Members*  
**FROM:** Adam Zettel, City Manager  
**DATE:** April 9, 2025

**ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS**

- ✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(No Change of Status)*  
 There were not any commercial appeals for 2024. This was welcome and not unexpected since we know that market values are increasing much faster than taxable values. I suspect the same circumstances will apply to 2025 appeals, but we will need to wait until after May to know for sure.
- ✓ **STREETS** *(See Individual Category)*
  - ✓ **2025-2027 TRAFFIC IMPROVEMENT PROGRAM (TIP)** *(No Change of Status)*  
 We have tentative funding for Miller, Morrish to Dye, as well as Elms Road. These two streets are broken up into four separate projects for the Genesee County Traffic Improvement Program as noted below.

The concrete section of Miller Road is proposed to be funded at 80% as a rehabilitation project. However, the other three segments have PASER 5 funds, and these funds are proposed to be limited. This limit is currently set at \$55/lane foot, and funding is set to be only 80% of that, but this could change.

Summarily, the good news is that federal funds are available for all submissions. The bad news was that the local match for all projects was initially over \$2.1M. As of writing, we have new numbers in from OHM that reduce the projects down to very basic mill and resurfacing projects. This substantially reduces the overall price and cuts our local match from \$2,142,772 in the original breakdown to \$1,344, 070 as follows, a savings of about \$800,000:

<b>Section</b>	<b>Repair Type</b>	<b>Beginning</b>	<b>End</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Local</b>
Miller	Concrete Repair	East Springpoint of Elms	475' East of Tallmadge	\$668,502	\$534,802	\$133,700
Elms	Asphalt Resurfacing	South City Limits	North City Limits	\$730,313	\$470,800	\$259,513
Miller	Asphalt Resurfacing	Morrish	Elms	\$1,287,581	\$747,384	\$540,197
Miller	Asphalt Resurfacing	Tallmadge	Dye	\$1,524,916	\$1,114,256	\$410,660

\$5,010,014    \$2,867,242    \$1,344,070

Based on these new numbers, there is a path forward by which we can do all of the work. However, I was hoping to get the local match below \$1M. Note that the projects have substantially reduced estimates for the typical level of curb, sidewalk, grading, and undercutting work. As priced, we are looking at projects that are more similar in nature



to the quick and easy Seymour Road resurfacing than the more involved Miller Road rehabilitation. However, given the condition of the streets at this point, I find such an investment to still be very much worth it with the matching funds.

We will plan to proceed with all four streets. The big question we will be working on with the GCMPC and OHM is related to the phasing. We need to set a tentative plan to get all the work done in a three year window. Doing all the work at once will save costs on mobilization and will put the work behind us quicker, with fewer interruptions. However, that plan could be a traffic nightmare and may be inflexible should we need more time to set funds aside. We are likely to break this project into two phases, perhaps the concrete first, followed by all paving in a subsequent season.

After meeting with GCMPC on January 16<sup>th</sup>, they intend to break the project into two phases with 2027 and 2029 being the construction years. This is later than we would like, but this is probably the best that can be arranged. We are trying to line up the asphalt phases of Miller Road first since those are the most time sensitive repair in order to prevent more costly decay. Note that a project occurring in 2026 is nearly impossible at this point because of the nine month delay with governmental agency reviews for engineered projects.

### **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.*

All systems are a go for 2025 construction. Though money is tight, we approved Cappy Lane road work, with water main, as well as Don Shenk and the county project on Bristol. We do not have any timelines yet on commencement.

Crack filling will occur this year, but no other rehabilitation or preventative maintenance is scheduled.

As verbally noted on April 10, there is a pending budget before the state which could increase street funds by 150%. This could be a game changer! We will monitor and report.

We investigated submission for Elms and Miller Road intersection to the safety grant program, which is administered by the GCMPC in the same fashion as the Traffic Improvement Program. This intersection has been targeted for upgrades, including a potential traffic circle, to increase safety. However, the engineering indicates that the warranted improvements would have a 14-year payoff as calculated against the number and severity of recorded collisions. Since the competitive threshold is around 6 years, they advise that we do not apply at this time.

2024 Winchester Village street reconstruction has entered the final stages. Aside from some very minor work and sump pump connections, we await spring restoration only. For more information on tree-related concerns, please refer to the October 28, 2024, city manager's report.

In Winchester Woods, street rehabilitation with limited drainage work has been successfully completed. Note that the milled sections did experience higher rates of cracking during the winter. This is unwelcome but not a sign of a project deficiency for this type of rehabilitation. One remaining ditching project on Oakview's unimproved section is still on the docket.

For now, FOG seal applications are not a viable option.

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

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

Sewer work for 2024 is complete, and there were no areas identified for additional sewer work, such as lining. We will continue with the second year of the eight year cleaning and televising in 2025. Council approved to have Dependable Sewer address the areas of Bristol, Miller, and in Heritage that amount to about 17,000 lineal feet, as follows:

**2025 Sewer Cleaning and Televising**

	Manholes Numbers	Footage
Heritage Village	G1-G73	5107
Bristol Rd.	A251-A265	5098
Miller Rd.	A273-A287	6852
	Total	17057

Based upon the approved pricing of the three year agreement, I estimate that the work will cost around \$80,000 for cleaning, televising, root cutting, and mobilization. Staff did include additional provisions for traffic control, which include a benchmark of MDOT standards.

The city is also taking the next step forward in GIS (our Geographic Information System or mapping system). DLZ has been retained to do some repairs on our GIS map and to update the related data fields with existing information. They will also be updating the data regularly as new inspection and/or repair data is made available.

See the January 13, 2025 report for historic and conceptual details regarding the city's eight year inspection program.

✓ **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 PLANS** *(No Change of Status)*

We have a number of state-required plans and studies that are due in the coming 12-18 months. These include our water reliability study, emergency response plan, and general plan. These documents are all currently up to date, but I wish to get a head start on their revisions so that we can use them for financial/construction planning, as well as to file with the state in a timely manner. To proceed, I am seeking a professional service agreement from OHM. They believe that revisions should be undemanding to update, which should result in an agreeable cost.

✓ **SEWER ASSET MANAGEMENT PLAN (Update)**

I am still awaiting a proposal from DLZ. They are going over much of our past sewer studies and activities.

We met with DLZ on March 5<sup>th</sup> to discuss our sewer plan update. We are working through a process to establish a base line of the system that will include monitoring flows at key points, continuing to update GIS, and potential robot line inspections to determine pipe details. Some of these functions, specifically monitoring, may be requested sooner because of the time it takes to complete those functions and integrate them into a plan.

Following the potential first step of monitoring, I expect a proposal in April that will enable DLZ to create a new 20 year plan for potential capacity expansions, replacement, extensions, rehabilitation, and inspection. This plan is also expected to result in the city's first 'live' sewer plan and mapping system that will actively account for new connections (flow), real time capacity, and inspection data. Of course, much of this will build on the GIS work DLZ is currently doing.

The prior report follows.

It is my opinion that our 20 year sewer plan is losing more and more of its value as time goes on. This is because of the deviations that have been made to the schedule for one reason or another (pulling projects forward, limiting lining activities due to inspection data, and considerations of system changes such as the Springbrook relief sewer).

Since the county is also calling for communities to more formally invest in sewer asset management plans that address system capacity, maintenance, expansion, and inflow/infiltration, I think the time is right to use our developing sewer GIS data and create a brand new plan for the next 10-20 years.

To accomplish this, I reached out to DLZ for a proposal. This engineering company is one of the city's prequalified engineers, and they have been more heavily involved in our sewer system because we have found that they have expertise in GIS, the FOG program, and similar storm water management functions, like MS4.

✓ **SEWER LIFT STATION (Update)**

A float has been ordered to supply critical well measurements. In addition, we have affirmed that we can force discharge into the interceptor, even if at capacity. More is to come. The previous report follows.

We have been having conversations about reliability and criticality of our infrastructure. With much work having been done in water and with sewer lining, our area of greatest concern is with the sewer lift station. The Cappy Lane lift station is responsible for pumping nearly all of the Winchester Village sewage into the county interceptor. Without this, hundreds of basements could potentially fill with raw sewage. This is obviously a health and financial concern for residents.

I will directly state that the concern or risk is extremely small, and it is a credit to our infrastructure that this concern rises to the top. The lift station is less than ten years old, has a three pump redundancy system, a natural gas automatic back up generator (also newer), and just passed an annual inspection with flying colors. With that being said, short of an existential catastrophe, failure of this asset would be the most costly and disruptive event in the city that is related to infrastructure we control, and we wish to add one or two more layers of functionality as a safeguard.

Rob is looking into the potential of placing one of our diesel generators onsite, as well as to install or provide a pump that could suction the well out and discharge it to another section of the sewer interceptor. In effect, this would protect the system from a shortage of CE natural gas AND electricity, a control panel failure that impacts all three pumps, and a failure of the county sewer interceptor (collapse or blockage).

This may seem like overkill, but we have had some problems with the panel in the past and have all been in situations where multiple system failures are experienced. We believe we can add this extra protection for under or close to \$100,000, which is a small price to pay for ensuring this lift station functions.

✓ **HYDRANTS** *(No Change of Status)*

The hydrant painting will commence in spring. I believe all blasted hydrants have been painted or at least primed. We are not pleased with the performance so far as it relates to timing, but the work appears to be adequate.

✓ **GENESSEE COUNTY WATER & SEWER MATTERS** *(No Change of Status)*

Work is complete 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. I am making inquiries to the county to see if this is something we need to plan for. It does not appear that a connection is imminent.

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.

See prior reports (May 28, 2024) for updates on PFAS. At a meeting of the WWS Advisory Committee in December, it was again stressed that there is not a good solution for PFAS effluence. The county may be forced to devise a plan for incineration as land application and landfill disposal becomes more problematic. This could result in future added costs.

It was affirmed during the GCDC-WWS budget meeting in December that there is no rate increase planned for our bulk water.

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

Another privately owned lot is having a new home built. The water service could not be located, so the city provided one at our expense.

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 April newsletter is out! Let us know what you think! Thanks for the contributions!

✓ **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. Many of these briefs are covered in more detail elsewhere in this report

1. Additional **demolitions have been undertaken by the owner of the raceway**. The owner intends to have the site razed for future use. The site is not formally for sale, nor is there a concept plan for reuse.
2. The **reuse of Mary Crapo is moving forward**. Construction is underway on phase one of the varsity baseball field. There will be two pickleball courts that can double as skating in the winter. Most recently, we have fielded a number of afterhours construction/noise complaints. We believe we have addressed this with the school.
3. **(Update) Street repair in 2025 (Cappy and Don Shenk)** is a go, as is a cooperative project for Bristol Road. We are going through punch lists now for the 2024 projects, but we still need to settle the dispute over aggregate amounts. Local street work in 2026-2028 will be limited due to advancement of the above projects. However, TIP funds are still pending for Miller (Morrish to Dye) and Elms.
4. The **Brewer Condo Project** first tri-plex is complete and all units are sold. In addition to a potential redesign that would include a first floor bedroom, the developer was expected to apply to the Genesee County Metropolitan Planning Commission Housing Impact Fund to complete the project. I will report any changes in status.
5. **(Update)** The current phase of **Springbrook East is substantially complete**. We created a punch list for the infrastructure improvements, which the owner has nearly completed. The next step is to proceed with formal street dedication. I expected this in January, but the owner was in a tragic accident, which slowed the process. Things are moving again, but not in time to get this before the council in April to accept the streets, water, sewer, and storm. **There has been 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** was seeing some increased activity. We met with the owner and an architect yet again in January. Though there is nothing

imminent, there is enough interest to make me believe we may see something in 2025.

7. **(Update) Park projects** currently include an active grant award for Otterburn. This may be going before the board in April, but it will likely be May. The city will also look to bid the tree project for Abrams Park this fall (not spring as previously reported), which was awarded about \$10,000 through the DNR. The park board recommends interpretive signs and bike racks. These projects may require more time this spring to complete. Signs are awaiting availability of the historical society to furnish content. Bike racks were to be completed by others, but that donation fell through. We will look to add these ourselves. We will be creating a 2025 priority list soon with Park Board.
8. **New Businesses.** No activity to report.
9. **(Update) Mundy Megasite.** We continue to get hints that this is imminent, and the media has identified the site as a Western Digital technology producer. We have yet to meet with the MEDC or WD on this matter, so we can only speculate. With that said, I did reach out to the MEDC to request cooperation and leadership as it relates to proceeding with investment, planning, and regional cohesiveness upon a potential announcement. They appear to be responsive and are moving in a direction to commence communication.
10. **Holland Square** has updated material costs. We are integrating these costs into the plan and will be getting the committee together soon. We plan to fund this project with \$75,000 from MSHDA and matching funds from the MEDC crowdfunding program (which could be as much as \$150,000).
11. **Wayfinding** planning is complete. The concept is being applied to the trail signs, since these have already been funded by the Cosmos campaign. These will be up this spring along the new trail. Once complete, the DDA and council can liaise on if, when, and how to proceed with installation. In the meantime, someone drove over our entry sign on Hill Road. We are applying the concept to this replacement as a pilot.
12. The DDA considered a **Social District about two years ago**. There is renewed interest in exploring this. No recommendations have been made, but I would not be surprised if this was back on DDA agenda's this spring or summer. With the potential for another tavern coming, the city has the ability to designate a commons area in the community.
13. **(Update) The Old Methodist Church** has been acquired by the DDA. It is vacant, secure, and heated. The DDA and staff worked with the MEDC consultant (paid for by virtue of the RRC program) to create a request for qualifications to help find an end user/developer. This was approved for distribution at the March 13 DDA meeting. I expect this to go live in late April.

✓ **REDEVELOPMENT READY COMMUNITIES (Update)**

In addition to the previous reports, it is worth noting that Charles Donaldson, our MEDC liaison, has been instrumental in furthering our efforts to bridge the gap with the Megasite and the MEDC. This relationship is extremely important.

The DDA completed the purchase of the Methodist Church on Morrish. They made this acquisition as a means to create more likely opportunities for the building's preservation and reuse for recreation, hospitality, or culture. We requested MEDC assistance through the RRC program to create a Request for Qualifications for reuse of the site. This has been

approved. The DDA will now work with professionals to create a marketable request for developer/user qualifications and concepts.

The idea will be to market the site to potential users and request statements from interested parties that include a conceptual use, business plans, and qualifications. The DDA can then proceed to select one or more parties to negotiate a plan and transaction. To make this happen, the state is hiring a professional to craft a Request for Qualifications packet that will include promotional materials, project guidelines, and rating criteria. I expect the DDA to take the lead on finding a good use and developer.

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.

✓ **CDBG** *(No Change of Status)*

The applications for the next cycle (2025-2027) have been submitted. These include a 30% allocation to the senior center and a 70% allocation to an accessible drop off point for the Pajtas Amphitheater. It appears the county has tentatively approved both. We submitted additional information as requested. This is likely to be a 2026 project. Note that we have had issues bidding this type of work in the past. However, given the rush we were put in with the change in our fundable status, I think this is a good project. I will report the application status.

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

Shattered Chains has completed the course as it relates to the 18 baskets and fairways. They plan to have all the tee pads installed by the end of the month, and all bridges/crossings are in and very functional! In fact, they are holding an event on October 26<sup>th</sup> as part of a Halloween/course kick off attraction.

They expect to have signs installed in early 2025 to mark the course. Once complete, a ribbon cutting will follow!

✓ **OTTERBURN PARK DEVELOPMENT** *(Update)*

The engineer is surveying the property and expects to have information to the park board for review in April. As of writing, this may or may not be ready in April. Their update is included in the packet. We were hopeful to move quickly on design so we could construct in 2025. However, the DNR indicates that grant agreements may not be distributed until this summer, which makes summer/fall construction virtually impossible. The upside is that we have plenty of time to design and plan improvements. The previous report follows.

Our DNR Trust Fund grant application was approved by the DNR Trust Fund Board on December 11<sup>th</sup> in the amount of \$290,000! We have also signed on the sub-recipient agreement for the \$283,333.33 in funds from Kildee's office. In addition, we have two years worth of donations from BeeMoreJentery that total well over \$10,000.

The city subsequently approved a proposal from Rowe Professional Services Company to move the project forward with the intention of bidding the project for completion in 2025 or 2026. Rowe has been the most involved engineer with our recreation planning. This is the firm that has worked on our park plan, created the Otterburn Park concepts/pricing, and which we find to have a suitable park experience.

We are still awaiting a grant agreement with the DNR, but we can proceed with engineering services without those funds.

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 side of the site, which is not affordable. I am including the most recent concept, pricing, and engineering proposal.

✓ **SOLAR SYSTEM MODEL** *(Update)*

Local signs are installed, and so is the station in Nelson, New Zealand! We have a typo that has been repaired for them, so we are 100% done with the stations. Local trail marker signs should be ordered and installed any time! I have also added this as an attraction on Google Maps (feel free to add reviews or summer pictures).

A ribbon cutting is set for Elms Park on Tuesday, May 20, 2025 at 5:30pm! This will coincide with our May Park Board Meeting. See the April 8, 2024, council packet for more details.

✓ **WAYFINDING PROJECT** *(Update)*

Wayfinding planning is complete, and we have more affordable pricing from Signs by Cranie to make this work. To take the first step, we are adapting the concepts to the trail head signs and trail wayfinding signs that are already planned and paid for (through the Cosmos crowdfunding campaign). The park board took a look at the concepts and made final recommendations on details. We are now finalizing new park maps, which are impressive.

In addition, the city entry sign on Hill Road was driven over and destroyed. Instead of replacing this sign with the standard 'government' sign, we are pricing out a gateway sign that fits the sign program. If pursued, this will give us a sense of how these would look.

Park Board will be considering using this template in Otterburn, as well as to update the aging sign at Abrams.

✓ **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.

✓ **HOLLAND SQUARE CROWDFUNDING PROJECT** *(No Change of Status)*

The proposal was shared at the February 4<sup>th</sup> planning commission meeting. This was intended to be a joint meeting of the PC, DDA, and ZBA, but attendance was limited to only one addition, devoted attendee. There were no additional comments.



Just prior to this, the committee met in mid-January. They are fine tuning the concept prior to ordering construction drawings. At their last meeting, they decided to go with a laminated, engineered wood product. This will offer much longer longevity, easier maintenance, and the ability to readily relocate the structure. The downside is that it comes with a 40% higher price tag. With Greg seeking contributions and the other funds lined up, we should be able to swing it.

Some details that are still pending include lighting and sound. We expect to meet again in about two weeks to put together a final cost and plan. Once complete, this will go before the DDA and city council. The previous report follows.

We are working to formalize the \$75,000 in MSHDA grant funds. This will make the powering of the structure, along with lighting and sound, a reality! MSHDA is asking that we sign off on a grant agreement by September 30<sup>th</sup>. Since this is our last meeting, I am hopeful they will provide us with such an agreement prior to our meeting. As of writing, I do not have it. If it is not available prior to our meeting, I will include as much of the supporting documentation as I can and ask the council to enable myself or the Mayor to execute the agreement when it is available.

The project is still being reviewed by the committee and we await updated costs and plans for the structure and technology components. We are nearing the creation of detailed plans, which will provide more finely tuned costs and imagery for review by the city council. I seek to have this in the month of September.

✓ **SPRINGBROOK STREET DEDICATION INQUIRY (Update)**

I met with the HOA street committee on February 24<sup>th</sup> and March 24<sup>th</sup> along with Councilmember Spillane. The group is proceeding with rehabilitation of Cross Creek, using the best practices recommended by our engineer. They are also interested in continued in-kind services during final planning and construction to ensure project quality. If the city is still open to taking these streets, I recommend this support be given to ensure the assets are optimized.

Beyond their 2025 work, there is still much discussion, and I do not see this moving forward very quickly. They have a lot of questions about winter maintenance, solicitation control, sidewalks, and costs. The previous report follows.

The HOA completed three cores on Cross Creek Drive to better understand the pavement cross section that is there. It appears the road is generally built of 10" thick asphalt on clay instead of 5" asphalt on 10" of aggregate. Leadership from the HOA met with our engineers and staff to go over the implications of this finding on January 21st.

For the time being, they are taking the informal advice of our engineers and adjusting some of their plans for the 2025-2026 construction years. Though there is not any further movement towards a potential street transfer, they appear to be proceeding with street maintenance and rehabilitation in a manner that would meet city standards.

I expect to be meeting with the group regularly moving forward. See the October 14, 2024 report for all the details of this request, as well as a historical and contextual narrative.

- ✓ **ABRAMS FORESTRY GRANT** *(No Change of Status)*  
The city has been awarded \$9,890 through the Community Forestry Grant Program to plant 38 native trees in Abrams Park. There are no strings attached here except that we are to provide an equal match. The time for performance is through fall of 2026, and there are no NEPA, Davis Bacon, or other federal requirements. I expected to bid this early in 2025, but we are going to push to the fall to increase the survivability of trees.
- ✓ **QUALIFICATIONS BASED SELECTION FOR ENGINEERING SERVICES** *(Update)*  
We have approved five firms for federal work and three more for general services. We will be meeting with firm leadership in the coming months to better understand each firms offerings.
- ✓ **BUILDING CODES AND FEES** *(Update)*  
Our rates, fees and service agreement with Munday Twp. are updated, pending final vote by the township board on the 14<sup>th</sup>. See the March 24 meeting packet for full details.
- ✓ **COLLECTIVE AND INDIVIDUAL LABOR AGREEMENTS** *(Update)*  
We had our first meeting on March 25 with a new (to us) AFSCME representative. The negotiations are expected to be on schedule. The previous report follows.

All of our labor agreements expire on June 30, 2025. I have reached out to AFSCME for an initial agreement to update our collective bargaining agreement (CBA), which will serve as the pattern for remaining staff. I do expect significant changes in the document because we are without defined benefit pension and defined benefit retirement medical employees. This is a big change, which will remove many sections of the CBA. Otherwise, I do not expect much change in the CBA aside from inflationary adjustments and tweaks to existing provisions. However, we will see where things go. The labor agreements span for three years.

- ✓ **FUTURE WASTE, RECYCLING, AND YARD WASTE COLLECTION** *(No Change of Status)*  
Our contract with Priority for collection expires at the end of June in 2026. We are taking a look around at current awards by similar municipalities, and the prices appear to be up 30 to 40%! This is an extreme and possibly insurmountable increase for our waste budget.

To improve our situation, I reached out to our neighbors to attempt to align bidding together for some economies of scale. So far, Flint Township, Mundy (expiring December 31, 2026), Clayton (expiring December 31, 2025) and Gaines Township liaisons have expressed an interest to do so. We are looking to align our expirations with extensions in order to seek bids for the same time frame. This should enable providers to price for greater economies of scale.

- ✓ **FISCAL YEAR 2026 BUDGET** *(No Change of Status)*  
We are starting the budget process. Based upon taxable values, we can probably expect a total revenue increase of between 3-4% from taxes. This includes the impact of property appreciation and new construction. Since appreciation has been high, and there have been uncapped properties impacting the tax roll, I do expect a Headlee Rollback. As in the past, I am including a discussion sheet on the impacts of Headlee and Proposal A.

Our first steps will be to estimate major revenues (tax collections, state revenue sharing, Act 51 road revenues, and utility collections). We will then consider interest payments, fees, lease payments, and other sources. The next step will be to assign new estimated labor rates for the next year. Benefit rates, fire contributions, Metro contributions, and similar expenses will be estimated on the current calendar year needs and an estimate of the first half of 2026.

Lastly, staff will include construction, project, and maintenance expenses that vary from year to year. This will include the street projects, water main, sewer inspections/lining, park work, and special projects.

Once complete, we will hold a workshop with the city council, followed by a later public hearing on the budget and a subsequent approval. The aggressive timeline is as follows, but I think it is likely that this will be pushed back one week:

April 28: Workshop and first full draft to city council  
May 12: Public hearing  
May 27: Approval  
June 9: Delivery of final Budget Book

Concerning some early thoughts or implications, I expect this budget to be minimalist, with the exception of the Don Shenk & Cappy project. As noted, this project is going to stress our street resources to the maximum and may require a general fund transfer (if available) or a general fund loan against future road collections.

As such, I expect park projects, wayfinding, and other discretionary expenses to be a minimum. Barring a need to invest in services or planning to accommodate changes with the Advanced Manufacturing Site, I foresee balanced budgets for all funds, with the exception of streets.

There is no projected change to utility rates or levies, with the notable exception of the expected decreases due to Headlee.

We expect our staffing to remain the same:

Four FT Department Heads (City Manager, Treasurer, Clerk, & DPW)  
Two FT Office Administrators  
One PT Office Administrator  
One FT DPW Service Employee Supervisor  
Four FT DPW Service Employees  
One PT DPW Service Employee  
Two DPW Summer Temporary Service Employees  
One Contracted Assessing Service  
30% of a Shared Community Development Director

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

✓ **MONTHLY REPORTS** *(Update)*  
Monthly reports are included.

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

✓ **PLANNING COMMISSION** (*Update*)

The Planning Commission did not meet in March, but they did the Managing Risk course at the Metro PD headquarters on Wednesday, March 12<sup>th</sup> at 6pm. We had about 20 folks come out.

We have a site plan submission from Meijer, that is updating their store and gas station.

Their next meeting, including the Meijer updates, is scheduled for May 6, 2025 meeting.

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

The DDA met on March 13. Attendance was 8 of 9 members. The board approved support for Jeepers Creekers and the Summer Concert Series. They also authorized distribution of the Methodist Church Request for Qualifications. This should be live in late April. I will distribute this in a council packet once it is live.

The DDA is proceeding with the city partnership to install the two charging pedestals (4 chargers) on Holland Drive. Updates to follow.

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

Their ZBA held their annual meeting, on March 19<sup>th</sup>. The board retained the same officers of Mr. Packer as Chair, Mr. Gilbert as Vice Chair, and Mr. Smith as Secretary. This meeting also included in-house training, which went well.

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

Park board is to meet on April 15<sup>th</sup>. They will be discussing Otterburn, the sign at Abrams Park, and the potential for supplemental Elms Park patrols by the Genesee County Parks.

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

The public meetings for March appeals were Monday, March 17 from 9am to 12pm & 6pm to 9pm; Tuesday, March 18 from 9am to 12pm; and Wednesday, March 19 from 9am to 12pm. There were twelve total petitioners. Six were late personal property statements and six were assessment appeals.

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

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

As of today, we do not have an election in 2025.

This week, the Bureau of Elections requested documentation on a Swartz Creek resident, regarding the November 2024 election. The request came from the ERIC (Electronic Registration Information Center) Project. They requested specific information from one voter to verify the voting history. There is an investigation to determine if this voter possibly voted twice, once in S.C. and once in another state. I will keep you updated when/if I hear the outcome.

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

- ❑ DPS continues to GPS water and sewer assets.
- ❑ DPS continues to update water meter transponders, registers and meters as needed. DPS has shortened the list considerably and this quarter there were 11 transponders that needed to be replaced. Every quarter several transponders fail mostly due to age. But we are gaining on the amount of non reads due to transponder failures.
- ❑ DPS has responded to 24 snow events so far this season. Hopefully we are done with snow events for this winter.
- ❑ Street sweeper repairs have been completed and DPS has started to sweep through the city. As weather permits we will continue on with street sweeping.
- ❑ DPS has been looking into increased redundancy for the Cappy Lane Pump Station. I have scheduled the radar level sensors to be installed and the backup of the backup generator plug in to be installed.
- ❑ Tentatively the tree removals on Maple St. will start the week of April 14<sup>th</sup>. Recent storms moved the contractor back a week.
- ❑ DPS has been pot hole patching throughout the city.
- ❑ Contractor for Cappy Lane and Don Shenk has been selected. Glacier Dawes was the low bidder and was selected to be the contractor. Tentatively we are hoping for an end of April start.
- ❑ Consumers Energy and Kaltz excavating have been working to locate sewer lines for along with replacing some of their older gas services.
- ❑ Diponio has been in town working through the last of the punchlist items. Sump pump leads, lawn restoration and adding millings to the parking lot at Whitney Ct.
- ❑ DPS has been working on replacing no parking signs in the village with smaller signs.
- ❑ Woodchipping has begun for the city and will continue every other week until fall.
- ❑ Park bathrooms will open pending weather. We are still getting below freezing most nights.

✓ **TREASURER UPDATE (Nichols) (No Change of Status)**

2024 property tax season has ended. Settlement with the County is complete and delinquent taxes have been rolled over to their database. The FY26 budget process has begun and is expected to be completed on time. 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 (Dietrich) (Update)**

1. Holland Sq: We continue to engage with Dort Financial CU detailing the opportunity of naming rights for the proposed pergola. DDA has requested a \$50,000 naming rights opportunity.
2. Methodist Church: We have accepted the services of Aligned Planning who will deliver a RFQ with a marketing package for the site. The scope of work will include project meetings, graphic design and document development, concept design, selection process and the RFQ Document.
3. EV Chargers Apple Energy is set to install four chargers at 5031 Holland Rd. At the time of this update no timeline has been submitted for the installation.

4. The City has purchased the services of Formstack which is an online form that the city will be using for food truck applications, background checks and complaint forms. This will provide an easy and more efficient way of exchanging information between the city and residents.
5. The Movie Night Series dates have been set for the summer. The dates selected are June 27<sup>th</sup>, July 11<sup>th</sup>, 25<sup>th</sup> and August 8<sup>th</sup>. Food truck service will be available along with kids games, a bounce house, a balloon artist and a magician. The events will be advertised on Facebook around the end of March or early April.

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

### ✓ **APPOINTMENTS (Update)**

Vacant positions that still need to be filled are the ZBA Alternate and the Board of Review Alternate. We have an application that was received for ZBA. Mayor Henry is looking to appoint Mr. Gonyea to the ZBA as an alternate. Mr. Gonyea has been serving on the park board for years.

### ✓ **ROAD SALT COOPERATIVE PRICING (Business Item)**

Genesee County, with whom we have a cooperative purchasing agreement, is in year three of a negotiated contract with the Detroit Salt Company for the procurement of road salt for the next season. The price will increase from the current price of \$67.33 per ton to \$69.35 per ton. This is an increase of 3%, which is unremarkable. Inflation hit this commodity hard in 2022, but we remain closer to the 2021 price. Note that the established pricing does insulate from dramatic shifts during tough winters. For those that recall the winter we had prior to COVID, years ago, non-contract communities saw temporary prices around \$100/ton.

The reason we choose to piggy-back with the county is because of their purchasing power. The cooperative bid includes nine different entities that use approximately 100,000 tons of salt each year collectively. Our city uses about 1,100 tons a year, and there is no practical way we could bid or negotiate such a deal on our own. A resolution is included that enables this purchase as a cooperative purchase.

### ✓ **FIGHTING IN SCHOOLS ORDINANCE (Business Item)**

Many districts are having trouble with addressing fights in schools due to existing circumstances. I do not have all the details, but our attorney, police chief, and school superintendent have been working on an ordinance that we can adopt locally that should help greatly. I am including a draft in the packet for discussion only. I expect to have more details on my return. Note that this is modeled off of Grand Blanc.

### ✓ **NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK (Business Item)**

The Mayor has a proclamation prepared to recognize National Public Safety Telecommunicators Week. This proclamation is also included in the packet.

## **Council Questions, Inquiries, Requests, Comments, and Notes**

*Orienteering Course:* I am working with Walt to replace these medallions. The medallions are likely to be fabricated over the winter, with a spring installation.

*I-69:* Our understanding is that MDOT is to repair decks and other bridge features over Elms Road and Miller Road in 2026.

**City of Swartz Creek  
RESOLUTIONS  
Regular Council Meeting, Monday, April 14, 2025, 7:00 P.M.**

**Motion No. 250414-4A                      MINUTES – MARCH 24, 2025**

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

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, March 24, 2025, to be circulated and placed on file.

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

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

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

**Motion No. 250414-4B                      CLOSED DOOR SESSION MINUTES – MARCH 24, 2025**

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

**I Move** the Swartz Creek City Council approve the Minutes of the Closed Session Council Meeting held Monday, March 24, 2025, to be circulated and placed on file.

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

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

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

**Motion No. 250414-5A                      AGENDA APPROVAL – APRIL 14, 2025**

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

**I Move** the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of April 14, 2025, to be circulated and placed on file.

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

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

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

**Motion No. 250414-6A                      CITY MANAGER’S REPORT**

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

**I Move** the Swartz Creek City Council accept the City Manager’s Report of April 14, 2025, including reports and communications, to be circulated and placed on file.

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

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

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

## Proclamation

### National Public Safety Telecommunicators Week April 13-19, 2025

**WHEREAS**, emergencies can occur at any time that require police, fire or emergency medical services; and,

**WHEREAS**, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,

**WHEREAS**, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Genesee County 911 emergency communications center; and,

**WHEREAS**, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

**WHEREAS**, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and ensuring their safety; and,

**WHEREAS**, Public Safety Telecommunicators of the Genesee County 911 have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

**WHEREAS**, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

**NOW, THEREFORE**, be it resolved that I, Nate Henry, as Mayor of the City of Swartz Creek, proclaim the week of April 13 through 19, 2025, as **National Public Safety Telecommunicators Week** in the City of Swartz Creek, in honor of the men and women whose diligence and professionalism keep our City and citizens safe.

Signed this 14<sup>th</sup> Day of April, 2025

Nate Henry-Mayor  
City of Swartz Creek



**Resolution No. 250414-8B**

**RESOLUTION TO APPROVE COMMISSION APPOINTMENT**

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

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

**WHEREAS**, there exists a vacancy in such a positions; and

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

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

#250414-8B1 **MAYOR APPOINTMENT:** **Mark Gonyea**  
Zoning Board of Appeals - Alternate  
Remainder of three year term, expiring June 30, 2026

#250414-8B4 **MAYOR APPOINTMENT:**  
Board of Review Authority - Alternate  
Remainder of three year term, expiring June 30, 2026

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

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

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

**Resolution No. 250414-8C**

**RESOLUTION TO PURCHASE ROAD SALT**

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

**WHEREAS**, the city finds it necessary to control ice and snow accumulation on public streets and parking areas with the application of road salt during winter months; and

**WHEREAS**, this process requires approximately 1,100 tons of rock salt during a winter season; and

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

**WHEREAS**, the Genesee County Road Commission has previously bid and/or negotiated the purchase of rock salt for application to public right-of-ways during those relentless and invasive Michigan winters; and

**WHEREAS**, the GCRC negotiated a salt price for the coming winter, with year over year increase, with Detroit Salt Company of 12841 Sanders St., Detroit, at a unit cost of \$69.35

per ton, and a cooperative purchasing invitation has been extended to the City from the Genesee County Road Commission in April 2025; and

**WHEREAS**, the City finds the per-ton cost of \$69.35 to be extremely competitive.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek City Council accepts the Genesee County Road Commission’s cooperative purchasing agreement and appropriate an amount not to exceed \$76,285, plus 10% contingency, for the purchase of rock salt from the Detroit Salt Company, expenses to be distributed proportionate to use at the direction of the City’s Treasurer.

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

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

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

**Motion No. 250424-11A**

**ADJOURN**

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

**I Move** the Swartz Creek City Council adjourn the regular council meeting of April 14, 2025.

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

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

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

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE March 24, 2025**

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

Invocation and Pledge of Allegiance.

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

Councilmembers Absent: None.

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

Others Present: Jared Oginsky, Boots Abrams, Sandi Brill, Ken Brill, Dennis Cramer, Jeff Kelley, Susan Mesack

Others Virtually Attended: None

**APPROVAL OF MINUTES**

**Resolution No. 250324-01 (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 March 10, 2025 to be circulated and placed on file.

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

**APPROVAL OF AGENDA**

**Resolution No. 250324-02 (Carried)**

Motion by Councilmember Krueger  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Agenda as printed for the Regular Council Meeting of March 24, 2025, to be circulated and placed on file.

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

**CITY MANAGER’S REPORT**

**Resolution No. 250324-03**

**(Carried)**

Motion by Councilmember Melen  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council accept the City Manager’s Report of March 24, 2025, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

**MEETING OPENED TO THE PUBLIC:**

Sandi Brill: Discussed upcoming events for Friends of Abrams Park.  
Susan Mesack: Discussed the Dragon’s Cruise Festival permit.

**COUNCIL BUSINESS:**

**NATIONAL LIBRARY WEEK**

**(Proclamation)**

Mayor Henry read the 2025 Proclamation for National Library Week

**MEDSTAR REPORT**

**(Report)**

Kolby Miller of Medstar Ambulance discussed the 2024 Annual Report Swartz Creek for the EMS activity in the city.

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**RESOLUTION TO APPROVE A FESTIVAL PERMIT FOR THE DRAGON’S CRUISE CAR SHOW**

**Resolution No. 250324-06**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Gilbert

**WHEREAS**, the Dragon’s Cruise (DC) organization is a recognized charitable entity that operates in Swartz Creek; and

**WHEREAS**, DC is seeking permits and approvals to operate a car show on public streets and grounds within the city, including a car show, DJ music, market vendors, and related activities; and

**WHEREAS**, the City Council finds the Dragon’s Cruise organization and the event to be beneficial to the public and in good standing; and

**WHEREAS**, Section 13.01.G of Appendix A of the City Code of Ordinances provides for conditions of approval for a festival within the city, provided that the duration is less than 10 days, the operator is a charitable entity, and city council approval is required.

**NOW, THEREFORE BE IT RESOLVED** that the City of Swartz Creek hereby approves Resolutions/Motions 250324-8C1 through 250324-8C3, allowing for the various permits related to the annual Swartz Creek Dragon’s Cruise festival, to be held on Saturday, May 24, 2025, and Saturday, September 27, 2025 inclusive of all stipulations and conditions as specified and listed within, including the provision of valid insurance that lists the City of Swartz Creek as an additionally insured party for all events.

Discussion Ensued.

YES: Henry, Melen, Gilbert, Hicks, Krueger, Knickerbocker.

NO: Spillane. Motion Declared Carried.

## **DRAGONS CRUISE FESTIVAL PERMIT**

**Resolution No. 250324-06a**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Gilbert

**I Move** the City of Swartz Creek approve and authorize the Dragon’s Cruise application for street closing and City property use permits on Saturday, May 24, 2025 and Saturday, September 27, 2025 for the purpose of hosting a festival at the following locations:

1. 5012 Holland Drive (11am to 4pm)
2. Miller Road (Morrish to Hayes) (11am to 4pm)
3. Holland between Miller and Ingalls (11am to 4pm)

Including the following activities:

1. Display of cars, trucks, tractors, and motorcycles on paved lot and street surfaces
2. Amplified DJ music at Holland Square

3. Provision of food and craft vendors

Street and City property use subject to the following stipulations:

1. Insurance certificate naming the City as insured in the amount not less than \$1,000,000.00 (One-Million Dollars)
2. Sufficient number of portable bathrooms placed and located by the applicant, and litter control program in accordance and under the approval of Director of Community Services.
3. Approval by the Chief of Police. Traffic control and pedestrian safety plan in accordance with and under the approval of office of Chief of Police.

Discussion Ensued.

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

## **DRAGONS CRUISE MUNICIPAL PROPERTY RESERVATION PERMIT**

**Resolution No. 250324-06b**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve and authorize the Dragon's Cruise application for street closing / usage permit for Saturday, May 24, 2025 and Saturday, September 27, 2025 from 11:00 a.m. until 4:00 p.m. for purposes of conducting a festival, including market vendors, games, and food service in Holland Square (5012 Holland Drive) under the following stipulations:

1. Insurance certificate naming the City as an additional insured party in the amount not less than \$1,000,000.00 (One Million Dollars).
2. General approval, and under the direction and control of the Office of the Chief of Police.

Discussion Ensued.

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

## **DRAGONS CRUISE STREET USAGE PERMIT**

**Resolution No. 250324-05c**

**(Carried)**

Motion by Mayor Pro Tem Hicks

Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve and authorize the Dragon’s Cruise application for street closing / usage permit for Saturday, May 24, 2025 and Saturday, September 27, 2025 from 11:00 a.m. until 4:00 p.m. for purposes of conducting a car show festival on Miller Road (Morrish to Hayes) and Holland Drive under the following stipulations:

1. Insurance certificate naming the City as an additional insured party in the amount not less than \$1,000,000.00 (One Million Dollars).
2. General approval, and under the direction and control of the Office of the Chief of Police.

Discussion Ensued.

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

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**RESOLUTION TO APPROVE COOPERATIVE REHABILITATION OF BRISTOL ROAD WITH THE GENESEE COUNTY ROAD COMMISSION**

**Resolution No. 250324-07**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Knickerbocker

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

**WHEREAS**, the City also supports maintenance of border roads that are under the jurisdiction of the Genesee County Road Commission; and

**WHEREAS**, the GCRC is seeking equal support from Clayton Township and the City of Swartz Creek to rehabilitate such a border road, being Bristol Road between Morrish and the city limits.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby authorizes participation in the amount of 25% of the estimated costs, with the city share estimated to be \$50,000, for milling and resurfacing of Bristol Road between Morrish and the city limits.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby authorizes and directs the Mayor to execute the work order and estimate as included in the March 24, 2025 city council packet.

Discussion Ensued.

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

**RESOLUTION TO APPROVE AN ELECTRIC VEHICLE CHARGING STATION ON HOLLAND DRIVE, AS AMENDED.**

**Resolution No. 250324-08**

**(Carried)**

Motion by Councilmember Knickerbocker  
Second by Councilmember Melen

**WHEREAS**, electric vehicles (EV's) are becoming more prevalent; and

**WHEREAS**, private and public EV charging stations are required to support the EV use model, and the siting of such stations can have the benefits of attracting users to support nearby business and providing a baseline of support for EV owners; and

**WHEREAS**, Consumers Energy is offering a \$15,000 rebate for installation of two Level 2 charging pedestals with four charging stations; and

**WHEREAS**, Apple Energy has submitted a proposal to provide and install such pedestals, including required software; and

**WHEREAS**, the Downtown Development Authority resolved to support additional costs of the equipment and installation, provided the city accepted and authorized the installation on Holland Drive.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby authorizes the installation of two Level 2 EV charging stations on Holland Drive as outlined in the Apple Energy Agreement included in the March 24, 2025 city council packet.

**BE IT FURTHER RESOLVED**, the Swartz Creek City Council hereby approves the Apple Energy agreement and accepts ownership of said equipment, provided the DDA reimburses costs not covered in the Consumers Energy rebate.

**BE IT FURTHER RESOLVED**, the Swartz Creek City Council authorizes and directs the Mayor to execute the Apple Energy Agreement on behalf of the city.

Discussion Ensued.

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



**RESOLUTION TO APPROVE DONATION AND INSTALLATION OF A MONARCH BUTTERFLY GARDEN PHASE ONE AND TO ACKNOWLEDGE THE BUTTERFLY GARDEN MASTER PLAN FOR ABRAMS PARK**

**Resolution No. 250324-09**

**(Carried)**

Motion by Councilmember Spillane  
Second by Councilmember Krueger

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

**WHEREAS**, the Friends of Abrams Park group has offered to donate materials and labor sufficient to install a Butterfly Garden, including irrigation, at Abrams Park; and

**WHEREAS**, the Swartz Creek Park Board and City Council have approved installation of gardens one, two, and three; and

**WHEREAS**, the FoAP is proposing a three phase master plan for the complete garden in Abrams Park and is further requesting authorization to purchase and install the remaining features of Phase I; and

**WHEREAS**, the Park Board, after deliberation, found the garden master plan concept to align with the interests of the park and conditionally accepted the master plan at their meeting on March 18, 2025; and

**WHEREAS**, the Park Board further recommended approval of the complete Phase I of the garden at their meeting on March 18, 2025.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek City Council hereby accepts the Friends of Abrams Park donation of a Monarch Butterfly Garden Waystation, to be located at 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 Friends of Abrams Park and/or other volunteers shall maintain the gardens in a reasonable manner, with eventual replacement or removal dependent on the best interests of the city at a future date.
3. The city will own and maintain the garden irrigation system in a reasonable manner, with eventual replacement or removal dependent on the best interests of the city at a future date.
4. All future phases of the development shall require review and approval by the Swartz Creek City Council following a recommendation by the Park Board.

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

**RESOLUTION TO APPROVE ENGINEERING FIRMS VIA THE QUALIFICATION  
BASED SELECTION (Q.B.S.)**

**Resolution No. 250324-10**

**(Carried)**

Motion by Councilmember Krueger  
Second by Councilmember Melen

**WHEREAS**, the City of Swartz Creek is a Local Governmental Unit and recognized Street Authority eligible to receive funding from the Michigan Department of Transportation and the Federal Highway Administration; and,

**WHEREAS**, it is the duty of the City of Swartz Creek to provide for the safety of its citizens and in so doing, provide for safely designed, engineered, and constructed public roads, highways, bridges, drainage systems, water systems, sewage systems, and other improvements; and

**WHEREAS**, it is in the best interest of the city to protect people by demanding and ensuring that qualified engineers and land surveyors, also known as design professionals, render services which will assist in making construction projects safer, efficient, and sustainable for public use; and

**WHEREAS**, selection of design professionals based upon qualification to perform the required services rather than selection supported solely on price, is more likely to produce a preferable result; and

**WHEREAS**, the Michigan Department of Transportation and the Federal Highway Administration require the periodic bidding of design professional services for state and federally funded projects, and the City of Swartz Creek desires to comply with all such requirements and guidelines with respect to selection of design professionals; and

**WHEREAS**, the City has adopted a process and developed an RFQ that extends for a period of five (5) years, at the option of the city, thus eliminating the need to engage in additional selection processes on a project by project basis, and further, invited firms to submit qualifications, advertised in a newspaper of general circulation, and published in a state wide publication, resulting in the returns of eight interested firms; and

**WHEREAS**, after reviewing eight submissions, the City finds that multiple firms qualify and staff recommends authorizing the top five submissions for MDOT work and general engineering services.

**NOW, THEREFORE, BE IT RESOLVED** that the Swartz Creek City Council, in compliancy with requirements set forth by Michigan Department of Transportation and

the Federal Highway Administration, hereby create a Qualification Based Selection list for professional design, inspection and other engineering services, as follows:

1. ROWE Professional Services
2. Orchard, Hiltz & McCliment Inc.
3. Fleis & Vandenbrink
4. DLZ, Inc.
5. Spaulding Dedecker

**BE IT FURTHER RESOLVED** that the City authorize all eight firms for general engineering services that are not federally funded, that may arise from time to time and align with firms' specialties and/or capacity.

**BE IT FURTHER RESOLVED** that the City direct the Staff to solicit pricing for various engineering services the City may use or desire, from all eight firms, and negotiate such prices if needed, and make all such findings available to the public and Council.

Discussion Ensued.

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

**RESOLUTION TO APPROVE A RESTATED AGREEMENT FOR BUILDING SERVICES BETWEEN THE CITY OF SWARTZ CREEK AND MUNDY TOWNSHIP**

**Resolution No. 250324-11**

**(Carried)**

Motion by Councilmember Melen  
Second by Councilmember Krueger

**WHEREAS**, the City of Swartz Creek provides planning, zoning, and building services to the public; and

**WHEREAS**, building, trade, and code enforcement services are provided by Mundy Township staff through an existing interlocal agreement, with code enforcement inspections and enforcement supported by the Metro Police Authority of Genesee County; and

**WHEREAS**, the City and Township seek to amend and restate the agreement to provide such services in order to better align with the newer policing structure, rental inspections demands, and an increase in dedicated staff.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek City Council hereby approves the Building Department Shared Services Agreement Between the Charter Township of Mundy, Michigan and the City of Swartz Creek.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek City Council authorizes and directs the Mayor to execute said agreement on behalf of the city.

Discussion Ensued.

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

**RESOLUTION TO AMEND AND RESTATE CITY-WIDE RATES, FEES, AND CHARGES**

**Resolution No. 250324-12**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Knickerbocker

**WHEREAS**, the City sets rates and collects fees, fees for permits, charges for services, cost recovery for public safety and cost recovery for consulting services (rates, fees, & charges), and;

**WHEREAS**, such rates, fees, & charges are a necessary and essential part of the funding for the services that the City provides, and:

**WHEREAS**, the City's Code of Ordinances defines and provides for certain rates, fees, & charges, and;

**WHEREAS**, other such rates, fees, & charges are provided for by resolution of the City Council, statutory provision, past practice, policy and other such actions, and

**WHEREAS**, the City has amended the City's Code of Ordinances to provide for various rates, fees, & charges to be set by resolution of the City Council, and;

**WHEREAS**, the City has need to implement additional rates, fees, & charges to be set by resolution of the City Council, and;

**WHEREAS**, the City desires to have all such rates, fees, & charges organized into a single resolution that can be visited periodically and adjusted accordingly.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek hereby sets its rates, fees, & charges in accordance with the following schedule, effective immediately or as soon as practical thereafter, table as follows:

**CITY OF SWARTZ CREEK RATES, FEES PERMITS & CHARGES FOR SERVICES**  
**(All fees may be paid in person with cash, check, or card. Building and utility fees may be paid online with card or e-check)**

## 1. Chapter 1: Municipal Ordinance Violations Bureau (Parking Fines)

The following parking violations shall be punishable by the fines indicated:

<u>Offense</u>	<u>Fine</u>
(a) Parking too far from curb	\$ 40.00
(b) Angle parking violations	\$ 40.00
(c) Obstructing traffic	\$ 40.00

### Prohibited parking (signs un-necessary)

(d) On sidewalk	\$ 40.00
(e) In front of drive	\$ 40.00
(f) Within intersection	\$ 40.00
(g) Within 15 feet of hydrant	\$ 40.00
(h) On crosswalk	\$ 40.00
(i) Within 20 feet of crosswalk or 15 feet of corner lot lines	\$ 40.00
(j) Within 30 feet of street side traffic sign or signal	\$ 40.00
(k) Within 50 feet of railroad crossing	\$ 40.00
(l) Within 20 feet of fire station entrance	\$ 40.00
(m) Within 75 feet of fire station entrance on opposite side of street (signs required)	\$ 40.00
(n) Beside street excavation when traffic obstructed	\$ 40.00
(o) Double parking	\$ 40.00
(p) On bridge of viaduct or within tunnel	\$ 40.00
(q) Within 200 feet of accident where police in attendance	\$ 40.00
(r) In front of theater	\$ 40.00
(s) Blocking emergency exit	\$ 40.00
(t) Blocking fire escape or fire lane	\$ 50.00
(u) In a handicapped space	\$100.00
(v) In prohibited zone (signs required)	\$ 40.00
(w) In alley (signs required)	\$ 40.00

### Parking for prohibited purpose

(x) Displaying vehicle for sale	\$ 40.00
(y) Working or repairing vehicle	\$ 40.00
(z) Displaying advertising	\$ 40.00
(aa) Selling merchandise	\$ 40.00
(bb) Storage over 48 hours	\$ 40.00
(cc) Wrong side boulevard roadway	\$ 40.00
(dd) Loading zone violation	\$ 40.00
(ee) Bus, parking other than bus stop	\$ 40.00
(ff) Taxicab, parking other than cab stand	\$ 40.00

(gg) Bus, taxicab stand violations	\$ 40.00
(hh) Failure to set brakes	\$ 40.00
(ii) Parked on grade wheels not turned to curb	\$ 40.00
(jj) Parked on lawn extension within right of way	\$ 40.00
(kk) Parked on front lawn	\$ 40.00

All \$40.00 violations not paid within 20 days will be assessed a \$20.00 late fee.

**2. Chapter 2: Liability for Expense of an Emergency Operation (Hazardous Materials Cleanup Cost Recovery)**

Cost shall be actual expenses inclusive of all Police & Fire Department wages, equipment and motor-pool and / or any sub-contracted actual expenses associated with hazardous materials clean-up.

**3. Chapter 2: Liability for Expense of an Emergency Response (Alcohol Related Arrests, Accidents)**

- A. A cost of \$150 shall be assessed to each defendant convicted of O.U.I.L. – O.U.I.D or O.W.I. The cost recovery shall be collected as a part of the fines and costs set by the 67<sup>th</sup> District Court.
- B. Actual costs shall be assessed to each defendant convicted of O.U.I.L. – O.U.I.D or O.W.I. in which a motor vehicle accident occurred. The cost recovery shall be collected as a part of the fines and costs set by the 67<sup>th</sup> District Court. In the event the court declines collection, they shall be billed direct to the defendant.
- C. For the purpose of determining costs for extensive investigation and cleanup recovery for emergency response for alcohol related arrests and accidents, the following table shall be used:

Fire

Pumper	\$250.00/hour
Tanker	\$350.00/hour
Squad/Utility	\$150.00/hour
Grass	\$200.00/hour
Command	\$150.00/hour
Officers	\$18.00/hour
Firefighters	\$15.00/hour

Police

Officers	\$51.54/hour
Officer Overtime	\$62.34/hour
Police Car	\$15.00/hour

**4. Chapter 5: Cemetery Lots - Purchase**

The cost for purchase of cemetery lots will be \$600.00 per lot.

**5. Chapter 5: Cemetery, Charges for Grave Openings, etc.**

Grave openings shall be actual costs, either as sub-contracted or performed by City Employees, plus a 15% administrative fee.

**6. Chapter 11: Park Reservation Fees**

Elms Park

- Pavilion #1 \$80.00 (\$225.00 non-resident)
- Pavilion #2 \$100.00 (\$275.00 non-resident)
- Pavilion #3 \$50.00 (\$165.00 non-resident)
- Pavilion #4 \$80.00 (\$225.00 non-resident)

Abrams Park

- Pavilion #1 \$50.00 (\$165.00 non-resident)
- Pavilion #2 \$50.00 (\$165.00 non-resident)
- Pavilion #3 \$40.00 (\$135.00 non-resident)
- Pavilion #4 \$40.00 (\$135.00 non-resident)

Deposit \$200.00\*

\*Deposit to be forfeited with any validated park rule or ordinance violation attributed to the reserving entity.

**7. Chapter 12: Peddlers and Solicitors License and Background Check**

\$50.00 for primary permit and one background check plus \$20 for each additional background check.

**8. Chapter 15: Permit, Sidewalk Installation**

\$50.00

**9. Chapter 15: Permit for Excavation, Right of Way or Other City Property**

\$100.00

**10. Chapter 19: Water System Use, Rates and Charges**

(A) Charges for water supply services to premises within the city connected with the water supply system shall be as follows:

Rates for Quarterly Billings

**Readiness to serve charge**

5/8", 1"	3/4",	\$60.76
-------------	-------	---------

1.5"	\$241.14
2"	\$385.84
3"	\$723.45
4"	\$1,205.76
6"	\$2,411.50

**Commodity charge (per 100 cubic feet of water): \$7.87**

Additional meters, connected for the exclusive purpose of registering water consumed and NOT returned to the sewer system shall be charged the commodity charge only (example: lawn sprinkler system).

**(B)** Any water customer may have water services temporarily shut off for any time period during which the premises, for which the water service is provided, will be unoccupied. The request for such shut off shall be made in writing on forms to be provided by the city. The written request shall specify the reason for the shut off and the date on which the water service shall be shut off.

**(C)** There shall be a Twenty Dollar (\$20.00) charge for shutting off the water service pursuant to such request and a Twenty Dollar (\$20.00) charge for turning the water service back on, if the shut off or turn on is performed during normal business hours. If this shut off or turn on is performed outside of normal business hours, the charge shall be One-Hundred Dollars (\$100.00).

If water is shut off and/or turned back on pursuant to account delinquency, the fee shall be Forty Dollars (\$40.00) per turn off and Forty Dollars (\$40.00) per turn on. This fee shall be applied upon deployment of the field crew for water shut off. Requests for after-hours turn on shall cost One-Hundred Dollars (\$100.00). The City Manager may waive any shut off and turn on fees for reasonable cause.

**(D)** Water customers shall continue to be billed for a readiness to service charge while connected to the system.

**(E)** Bulk water sales shall be in accordance with the following fee schedule:

<b>Bulk Purchases</b>		<b>Water</b>
1 cubic ft. = 7.4805 Gallons		
<b>Gallons</b>	<b>Cubic ft.</b>	<b>Cost</b>
3,740	499.96658	\$109.20
5,000	668.40452	\$121.80
10,000	1336.809	\$168.00
15,000	2005.2136	\$214.20
20,000	2673.6181	\$259.35



**11. Chapter 19: Water & Sewer Tap Fees**

**(A)** There shall be paid, with respect to all premises connecting to the water and sanitary sewer system of the city, a tap-in fee pursuant to the following schedules:

- (1) Single-family residence--\$1,500 each for water & sanitary sewer
- (2) Multiple-family residence--\$1,500 per unit each for water and sanitary sewer

**(B)** All other uses connecting to the water and/or sanitary sewer system of the city shall be required to pay tap-in fees at the rate of one-thousand, five hundred dollars (\$1,500) per unit factor, pursuant to the unit factor table provided for by the Genesee County Division of Water and Waste. In no case shall tap-in fees be less than one-thousand, five hundred dollars (\$1,500).

**(C)** Furthermore, for any structure used generally for more than one (1) purpose, connection fees shall be determined by applying the appropriate unit factors as set by the Genesee County Division of Water and Waste, to the various uses on any level, grade or sub-grade plane of the structure, provided that it is intended that the fees so derived shall be cumulative. Tap fees shall also apply for any additional units that may be calculated and applied by the County WWS pursuant to change in use or otherwise.

**12. Chapter 19: Sanitary Sewer Rates**

*Rates for Quarterly Billings*

Readiness to serve charge (per Residential Equivalent Unit): \$53.53  
 Readiness to serve charge (non-metered accounts): \$130.43  
 Commodity charge (per 100 cubic feet of water consumed): \$2.52

A readiness to serve charge equal to the number of calculated sewer units shall be charged to all customers connected to the city’s sewer system to offset fixed costs of system operation. In addition, a commodity charge shall be applied to the sewer bill in an amount equal to the above rate multiplied by the number of ccf that the accompanying water account registers. If the sewer connection is not accompanied by a water meter to register water usage, the charge shall be considered non-metered and no commodity charge shall be applied.

For the purposes of determining sanitary sewer rates, per unit sewage disposal calculations resulting in a fraction of a whole number shall be rounded up to the next highest whole number.

**13. Chapter 20: Weed Cutting Fees**

\$300 per cut

**14. Building & Trade Inspection Fees\***

**A. Building Permit Fees:**

**The total cost of Improvement is based on the International Code Council (ICC) Building Valuation Square Foot Construction Cost Table.**

Application Fee, non-refundable:	\$125.00
Up to \$1,000 (includes one 1 inspection).....	\$125.00
\$1,001.00 to \$10,000.00 (includes 1 inspection)..	\$125.00 plus \$10.00 per \$1,000.00
\$10,001.00 to \$100,000.00	\$225.00 plus \$7.00 per \$1,000.00
\$100,001.00 to \$500,000.00	\$925.00 plus \$6.50 per \$1,000.00
\$500,001 plus	\$3,250.00 plus \$6.00 per \$1,000.00
All work not involving a sq. foot computation:	\$125
Residential plan review and administration base fee	\$125/hr, with a \$500 min. plus applicable third party fees
Residential Minor plan review (Building Dept. determination)	First hour included with application fee, \$125 each additional hour plus any third party fees
Commercial plan review up to \$500,000 valuation	\$0.0019 of building valuation with a minimum of \$500 plus third party fees
Commercial plan review over \$500,000 valuation	\$950 plus \$0.0006 of building valuation plus third party fees
Inspections (each)	\$125
Certificate of Occupancy (Residential)	\$125
Certificate of Occupancy (Commercial)	\$300
Commercial Temp C of O for stocking and staffing...	\$2,000.00 plus bond equal to 150% (not open for business)of uncompleted items as estimated by the Building Department

Work Commencing Before Permit Issuance \$200

**B. Electrical Inspection Fees**

Application Fee (non-refundable) \$80

Work Commencing Before Permit Issuance \$120

Plan Review \$125/hr plus third party fees

**New Residential Electrical System**

Up to 1,500.00 sq. foot \$90.00

1,501 to 3,500 sq. foot \$140.00

Over 3,500 sq. foot \$190.00

**Service**

Through 200 Amp. \$20

Over 200 Amp. thru 600 Amp. \$25

Over 600 Amp. thru 800 Amp. \$200

Over 800 Amp. thru 1200 Amp. \$300

Over 1200 Amp. (GFI only) \$500

**Circuits**

Lighting Fixtures-per 25 \$7

Dishwasher \$7

Furnace-Unit Heater \$7

Electrical-Heating Units (baseboard) \$8

Power Outlets (ranges, dryers, etc.) \$9

**Signs**

Unit \$6

Letter \$10

Neon-each 25 feet \$20

Feeders-Bus Ducts, etc.-per 50' \$8

Mobile Home Park Site \$7

Recreational Vehicle Park Site \$7

**K.V.A. & H.P.**

Units up to 20 \$4

Units 21 to 50 K.V.A. or H.P. \$6

Units 51 K.V.A. or H.P. & over \$10

**Fire Alarm Systems (excl. smoke detectors)**

Up to 10 devices \$50

11 to 20 devices	\$100
Over 20 devices	\$5 each
Low voltage - Per opening (devices)	\$5 each
Energy Retrofit-Temp. Control	\$45
Conduit only or grounding only	\$45

**Inspections**

Special/Safety Insp. (includes cert. fee)	\$100
Additional Inspection	\$100
Final Inspection	\$100
Certification Fee	\$75

**C. Mechanical Inspection Fees**

Application Fee (non-refundable)	\$80
Work Commencing Before Permit Issuance	\$120
Plan Review	\$125/hr plus third party fees

**Residential Heating System**

(Includes duct & pipe)	
Up to 1,500 sq. feet	\$90
1,501 to 3,500 sq. feet	\$140
Over 3,500 sq. feet	\$190
Gas/Oil Burning Equipment Under 400,000 In	\$30
Gas/Oil Burning Equipment 400,000 and Above	\$40
Boiler	\$30
Water Heater	\$5
Damper/Flue	\$5
Solid Fuel Equip. (includes chimney)	\$30
Gas Burning Fireplace	\$30
Chimney, factory built (installed separately)	\$25
Solar; set of 3 panels-fluid transfer (includes piping)	\$20
Gas piping; each opening-new installation (residential)	\$5
Air Conditioning (includes split systems) 1.5hp to 15 hp	\$30
Over 15 hp	\$50
Heat Pumps (complete residential)	\$30
Dryer, Bath & Kitchen Exhaust	\$5

**Tanks**

Aboveground	\$20
Aboveground Connection	\$20
Underground	\$20

Underground Connection	\$20
Humidifiers/Air Cleaners	\$5

**Piping**

Piping-minimum fee \$25	\$.05/ft
Duct-minimum fee \$25	\$.10/ft
Heat Pumps; Commercial (pipe not included)	\$20

**Air Handlers/Heat Wheels**

Conversion Burners (oil)	\$30
Commercial Hoods/Exhausters	\$15
Heat Recovery Units	\$10
V.A.V. Boxes	\$10
Unit Ventilators	\$10
Unit Heaters (terminal units)	\$15

**Fire Suppression/Protection/Other**

(includes piping) –minimum fee \$20	\$.75/head
Limited Area Suppression (per head)	\$2
Fire Suppression Hood (per head)	\$4
Evaporator Coils	\$30
Refrigeration (split system)	\$30
Chiller	\$30
Cooling Towers	\$30
Compressor/Condenser	\$30
Manufactured Chimney	\$25
Exhaust Fans	\$20
Multi Zone Self Contained Units	\$25
Through Wall Units	\$25
Ranges (gas)	\$20

**Inspections**

Special/Safety Insp. (includes cert. fee)	\$100
Additional Inspection	\$100
Final Inspection	\$100
Certification Fee	\$75

**D. Plumbing Inspection Fees**

Application Fee (non-refundable)	\$80
Work Commencing Before Permit Issuance	\$120

Plan Review	\$125/hr + third party fees
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**New Residential Plumbing System**

Up to 1,500 sf	\$90
1,501 to 3,500 sf	\$140

Over 3,500 sf	\$190
Mobile Home Park Site	\$7 each
Fixtures, floor drains, special drains,	\$4 each
Water connected appliances	\$4 each
Stacks (soil, waste, vent and conductor)	\$2 each
Sewage ejectors, sumps	\$5 each
Sub-soil drains	\$5 each

**Water Service**

Less than 2"	\$25
2" to 6"	\$75
Over 6"	\$100
Connection (bldg. drain-bldg. sewers)	\$25

**Sewers (sanitary, storm or combined)**

Less than 6"	\$25
6" and Over	\$100
Manholes, Catch Basins	\$15 each

**Water Distributing Pipe (system)**

¾" Water Distribution Pipe	\$5
1" Water Distribution Pipe	\$10
1 ¼" Water Distribution Pipe	\$15
1 ½" Water Distribution Pipe	\$20
2" Water Distribution Pipe	\$25
Over 2" Water Distribution Pipe	\$30
Reduced pressure zone back-flow preventer	\$5 each
Domestic water treatment and filtering equipment only	\$5
Medical Gas System	\$45

**Inspections**

Special/Safety Insp. (includes cert. fee)	\$100
Additional Inspection	\$100
Final Inspection	\$100
Certification Fee	\$75

**15. Chapter 22: General Emergency Response Fees**

**Fire**

Pumper	\$250.00/hour
Tanker	\$350.00/hour
Squad/Utility	\$150.00/hour
Grass	\$200.00/hour
Command	\$150.00/hour

Officers	\$18.00/hour
Firefighters	\$15.00/hour

Police

Officers	\$51.54/hour
Officer Overtime	\$62.34/hour
Police Car	\$15.00/hour

**16. Appendix B: Franchises**

\$250 application fee plus actual expenses related to preparation by City Attorney.

**17. Miscellaneous Fees**

- A. *Copies:*  
 Black & White: 10¢ per page.  
 Color or Mixed Color and Black & White: 25¢ per page

B. *Freedom of Information Act Requests:*

See the City of Swartz Creek Freedom of Information Act Procedures & Guidelines: adopted June 22, 2015 for details. Standard requests shall be charged 10¢ for 8.5 x 11 page (25¢ for color or mixed color) plus all actual costs for outside re-production (i.e. photo re-prints, blueprint copies, digital media storage, etc.). Extensive search requests shall have an additional per hour fee equal to wages only of the lowest paid clerical position employed with the City (\$8.15/hour with a 1.1 fringe multiplier, totaling \$8.97/hour).

- C. *Weddings:*  
 \$50 per ceremony

- D. *Fax Services:*  
 50¢ per page for the first 10 pages, then \$0.25 per page thereafter

- E. *Notary Services:*  
 \$10.00 per item

- F. *Insufficient Funds:*  
 \$25 each for any check returned unpaid for account insufficient, closed or stopped

- G. *Penalties on Outstanding Invoices/Miscellaneous Receivables:*  
 \$10 penalty for unpaid miscellaneous receivables, including but not limited to: utility bills, mowing invoices, sidewalk repair, project reimbursements, charges for services, and retiree coverage contributions. This penalty shall be applied once to “past due” invoices.

H. *Interest on Outstanding Invoices/Miscellaneous Receivables:*  
 1.5% interest per month on outstanding invoices that are 30 days “past due”.

\*Payments made toward outstanding balances shall be applied in the following order:  
 interest, penalties, principle.

**18. Chapter 13 & 16: Development Plans, Administrative Fees, Subdivision Site Plan & Review Fees\***

A. Site Plan Review:

Property Re-Zoning	\$500
Single & Multiple-Family (non-plat)	\$300 plus \$10.00 per lot/unit
Mobile Home Park	\$500 plus \$10.00 per unit
Commercial Development	\$500 plus \$50.00 per acre/fraction
Industrial Development	\$500 plus \$50.00 per acre/fraction
Office Development	\$500 plus \$50.00 per acre/fraction
Institutional	\$300 plus \$50.00 per acre/fraction
Public/semi-public uses	\$300 plus \$50.00 per acre/fraction
Special Approval or Conditional Use	\$300 plus \$10.00 per acre/fraction
PUD/Mixed Use Review	\$500 plus \$50.00 per acre/fraction
Consulting and/or Third Party Fees	Actual consultant costs plus 5%
Revisions	½ of original review fee

B. Building and Zoning:

Zoning Permit (Includes 1 hr review and inspection)	\$125
Zoning Letter	\$75
Sidewalk Permit	\$50
Sign Permit	See Building Permits
Structure Movement Permit	\$200
Demolition Permit (Including ROW Permit)	\$200 + \$0.10/sf
Right of Way Permit (Residential)	\$100
Right of Way Permit (Commercial and/or Road Break)	\$250 +review/inspection escrow
Home Occupation Permit	\$95
Variance Review	\$300 per variance
Zoning Board of Appeals: Petitioned Interpretation Review	\$150
Zoning Board of Appeals: Appeal Review	\$250
Lot Split/Combination: City Ordinance Section 16.2	\$150 plus \$5.00 per lot
Public or Private Road Plan Reviews	\$400 per mile/fraction
Consulting Fees	Actual consultant costs
Zoning Code	\$10 CD, \$25 Paper Copy
Engineering Standards Manual	\$10 CD, \$25 Paper Copy
Medical Marijuana Dispensary/Facility Review	\$500
Consulting and/or Third Party Fees	Actual consultant costs plus 5%



C. Subdivision Review

Preliminary Subdivision Review-Tentative	\$300 plus \$5.35 per lot
Preliminary Subdivision Review- Final	\$160 plus \$2.70 per lot
Final Plat Review	\$160 plus \$1.00 per lot
Consulting and/or Third Party Fees	Actual consultant costs plus 5%

\*Consultant fees and or third party fees are those planning, engineering, legal, or related services performed unstaffed professionals. Such fees are employed and billed to the city, and are to be paid by the applicant. A pre-determined escrow will be estimated and required by the city prior to engaging in such services, which may need to be adjusted accordingly. Such invoices shall be payable by the applicant with an additional 5% fee.

**19. Chapter 1: Municipal Civil Infraction Fines**

Civic Infraction Citation Fines:

First Offense	\$100
Second Offense	\$200
Third Offense	\$300

Civic Infraction Notice Fines:

First Offense	\$75
Second Offense	\$150
Third Offense	\$250

**20. Rental Inspection Program Fees**

Registration	\$100 for the first unit, plus \$25 for each additional unit on a shared premises, with common ownership and management, or within recognized apartment complexes
Follow up inspections	The initial and one follow-up inspection will be performed without additional fees. Subsequent inspections shall be charged at the rate of \$100/unit
Registration Updates/Amendments Coverage	No charge The initial fee covers the registration and first inspection and is valid until the resulting certificate of compliance expires
Pro-ration	There shall be no pro-ration of fees

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**ADOPTION & REVISION HISTORY:**

Resolution No. 050711-07	Dated July 11, 2005
Resolution No. 100208-06	Dated February 8, 2010
Resolution No. 101206-04	Dated December 6, 2010 (Water-Sewer-RTS)

Resolution No. 111114-05	Dated November 14, 2011 (Park Fees)
Resolution No. 110613-07	Dated June 13, 2011 (Water Fees)
Resolution No. 120611-05	Dated June 11, 2012 (Water Fees)
Resolution No. 120709-05	Dated July 9, 2012 (Bulk Water Fees)
Resolution No. 130610-09	Dated June 10, 2013 (Water Fees)
Resolution No. 130826-06	Dated August 26, 2013 (K.W.A. Water Fees)
Resolution No. 140922-07	Dated September 22, 2014 (Utility and MMD Fees)
Resolution No. 150824-05	Dated August 24, 2015 (FOIA, Rentals, Utility Fees)
Resolution No. 151214-05	Dated December 14, 2015 (Parking)
Resolution No. 160523-05	Dated May 23, 2016 (Water and Sewer)
Resolution No. 160808-04	Dated August 8, 2016 (Solicitation)
Resolution No. 171023-07	Dated October 23, 2017 (Building; Police Removal)
Resolution No. 180312-06	Dated March 12, 2018 (Building Penalty)
Resolution No. 181126-07	Dated November 26, 2018 (Parking)
Resolution No. 190325-09	Dated March 25, 2019 (Water)
Resolution No. 201109-06	Dated November 9, 2020 (Water Rates - Cross Connection)
Resolution No. 210927-06	Dated September 27, 2021 (Cost Recovery & Right of Way)
Resolution No. 211213-04	Dated December 13, 2021 (Water and Sewer Rates)
Resolution No. 220613-05	Dated June 13, 2022 (UB Turn On/Off & Park Deposit)
Resolution No. 221114-06	Dated November 14, 2022 (Park Reservations)
Resolution No. 231127-08	Dated November 27, 2023 (Parks, Water, Cost Recovery)
Resolution No. 241125-06	Dated November 25, 2024 (Parks)
Resolution No. 240334-__	Dated March 24, 2025 (Building, Planning, & Zoning)

Discussion Ensued.

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

**RESOLUTION TO APPROVE STREET RECONSTRUCTION AND WATER MAIN REPLACEMENT WORK FOR DON SHENK DRIVE AND CAPPY LANE**  
**Resolution No.250324-13 (Carried)**

Motion by Councilmember Gilbert  
 Second by Mayor Pro Tem Hicks

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

**WHEREAS**, the city uses a twenty year street improvement plan to guide maintenance, rehabilitation, and reconstruction investments in the street network, as aligned with the 20 year street levy; and

**WHEREAS**, the watermain for part the this phase of street reconstruction is original and requires replacement in tandem with the street work; and

**WHEREAS**, the city's engineer, OHM Advisors, designed specifications and plans for the Don Shenk Drive street, Cappy Lane street, and part of the Cappy Lane water main, with sealed bids on such plans being opened on March 13, 2025; and

**WHEREAS**, the low bid for this project is \$2, 268,819.79 from Glaeser Dawes Corporation; and

**WHEREAS**, OHM Advisors, who surveyed and designed the project, submitted a proposal for construction engineering services.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek City Council approves the bid by Glaeser Dawes Corporation as a unit cost bid in the amount of \$2,268,819.79.

**BE IT FURTHER RESOLVED**, that the City of Swartz Creek City Council also approves construction engineering services as outlined in the attached proposal by OHM Advisors, dated March 18, 2025.

**BE IT FURTHER RESOLVED**, that the City Council directs the Mayor to execute said agreements on behalf of the city and for the city treasurer to appropriate such costs to the Local Street Fund, Major Street Fund, and Water Fund as appropriate.

**BE IT FURTHER RESOLVED**, that the City Council authorizes a loan from the general fund to the local street fund to cover any local street fund expenses required for this project that are not available in the 2025 or 2026 fiscal years, estimated to be \$400,000, general terms of said loan to be 4.25% annual interest, payable over 60 months, with an amortization schedule to be provided by the city's finance officer to the city council.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

**MEETING OPENED TO THE PUBLIC:**

Sandi Brill: Thanked Council for approving the Butterfly Garden at Abrams Park.

**RESOLUTION TO APPROVE CLOSED SESSION TO CONSIDER PENDING LITIGATION (ROLL CALL VOTE)**

**Resolution No. 250324-14**

**(Carried)**

Motion by Councilmember Knickerbocker  
Second by Councilmember Melen

**WHEREAS**, the City of Swartz Creek City Council desires to consult with the city attorney regarding pending litigation, the public discussion of which would have a detrimental financial effect on the position of the public body, and;

**WHEREAS**, the MCL 15.268(e) permits a governing body to enter a closed session to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.

**NOW THEREFORE, BE IT RESOLVED** the City of Swartz Creek City Council exit the regular session at 8:45pm of the city council and enter into a closed session for the purpose of discussing pending litigation.

Discussion Ensued.

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

**END CLOSED DOOR SESSION AND ENTER BACK INTO OPEN SESSION.**

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

Motion by Krueger to accept the amount of payment that was discussed in closed session and direct the attorney to contact the person with the claim against us, with the offer.  
Second by Melen.

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

**MEETING OPENED TO THE PUBLIC:**

Dennis Cramer: Questioned the status of the old methodist church. Mr. Zettel responded.

**REMARKS BY COUNCILMEMBERS:**

Mayor Pro Tem Hicks: Commented on the Dragon's Cruise paperwork.

Councilmember Krueger: He purchased sycamore trees and would like to plant them in the parks.

## **ADJOURNMENT**

**Resolution No. 250324-17**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Melen

**I Move** the Swartz Creek City Council adjourn the regular meeting at 9:36 p.m.

Unanimous Voice Vote.

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**Nate Henry, Mayor**

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**Renee Kraft, CMC, MiPMC-2, City Clerk**

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK

PERIOD ENDING 03/31/2025

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	2024-25		YTD BALANCE 03/31/2025	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	2024-25 AMENDED BUDGET			
Fund 101 - General Fund					
000.000 - General	2,819,079.00	2,893,279.00	2,346,675.99	546,603.01	81.11
172.000 - Executive	0.00	0.00	403.36	(403.36)	100.00
215.000 - Administration and Clerk	0.00	0.00	3.00	(3.00)	100.00
253.000 - Treasurer	0.00	0.00	480.00	(480.00)	100.00
262.000 - Elections	0.00	5,300.00	5,305.19	(5.19)	100.10
301.000 - Police Dept	4,700.00	4,700.00	3,588.82	1,111.18	76.36
345.000 - PUBLIC SAFETY BUILDING	24,200.00	24,200.00	17,890.20	6,309.80	73.93
371.000 - Building/Zoning/Planning	63,275.00	63,275.00	53,683.00	9,592.00	84.84
444.000 - Sidewalks	0.00	0.00	3,130.56	(3,130.56)	100.00
448.000 - Lighting	8,722.00	8,722.00	11,582.28	(2,860.28)	132.79
523.000 - Grass, Brush & Weeds	3,600.00	3,600.00	1,500.00	2,100.00	41.67
694.000 - Community Development Block Grant	39,822.00	39,822.00	0.00	39,822.00	0.00
780.000 - Parks & Recreation	0.00	0.00	50.00	(50.00)	100.00
780.500 - Mundy Twp Park Services	11,024.00	11,024.00	7,065.62	3,958.38	64.09
782.000 - Facilities - Abrams Park	500.00	500.00	310.00	190.00	62.00
783.000 - Facilities - Elms Rd Park	10,000.00	10,000.00	5,190.00	4,810.00	51.90
786.000 - Non-Motorized Trailway	0.00	30,000.00	30,000.00	0.00	100.00
790.000 - Facilities-Senior Center/Libr	5,300.00	5,300.00	4,575.54	724.46	86.33
TOTAL REVENUES	2,990,222.00	3,099,722.00	2,491,433.56	608,288.44	
000.000 - General	14,133.00	14,133.00	10,094.97	4,038.03	71.43
101.000 - Council	26,012.00	26,112.00	19,672.70	6,439.30	75.34
172.000 - Executive	161,341.00	161,651.00	116,084.43	45,566.57	71.81
215.000 - Administration and Clerk	36,293.00	39,293.00	28,600.53	10,692.47	72.79

GL NUMBER	2024-25	2024-25	YTD BALANCE	AVAILABLE	% BDGT
	ORIGINAL BUDGET	AMENDED BUDGET	03/31/2025	BALANCE	USED
228.000 - Information Technology	23,000.00	23,000.00	8,995.13	14,004.87	39.11
247.000 - Board of Review	4,204.00	4,204.00	1,960.59	2,243.41	46.64
253.000 - Treasurer	122,480.00	142,480.00	110,176.27	32,303.73	77.33
257.000 - Assessor	52,881.00	52,881.00	32,174.16	20,706.84	60.84
262.000 - Elections	86,374.00	86,374.00	67,088.29	19,285.71	77.67
265.000 - Facilities - City Hall	19,357.00	19,357.00	18,744.40	612.60	96.84
266.000 - Legal Council	18,900.00	18,900.00	7,403.10	11,496.90	39.17
301.000 - Police Dept	12,026.00	12,026.00	11,777.51	248.49	97.93
301.266 - Legal Council PSFY	24,000.00	24,000.00	15,436.00	8,564.00	64.32
301.851 - Retiree Employer Health Care PSFY	36,648.00	36,648.00	8,321.08	28,326.92	22.71
334.000 - Metro Police Authority	1,291,290.00	1,291,290.00	974,890.50	316,399.50	75.50
336.000 - Fire Department	205,162.00	205,162.00	173,384.07	31,777.93	84.51
345.000 - PUBLIC SAFETY BUILDING	40,138.00	40,313.00	19,743.82	20,569.18	48.98
371.000 - Building/Zoning/Planning	129,303.00	144,303.00	110,956.81	33,346.19	76.89
448.000 - Lighting	108,150.00	108,150.00	90,198.13	17,951.87	83.40
523.000 - Grass, Brush & Weeds	1,500.00	1,500.00	90.00	1,410.00	6.00
567.000 - Facilities - Cemetery	2,817.00	2,817.00	972.79	1,844.21	34.53
694.000 - Community Development Block Grant	39,822.00	39,822.00	0.00	39,822.00	0.00
728.000 - Economic Development	8,237.00	9,087.00	9,044.80	42.20	99.54
780.000 - Parks & Recreation	20,354.00	24,924.00	13,415.70	11,508.30	53.83
780.500 - Mundy Twp Park Services	10,022.00	10,022.00	9,175.79	846.21	91.56
782.000 - Facilities - Abrams Park	74,055.00	59,055.00	36,206.01	22,848.99	61.31
783.000 - Facilities - Elms Rd Park	101,047.00	146,047.00	126,184.63	19,862.37	86.40
786.000 - Non-Motorized Trailway	20.00	370.00	8,029.17	(7,659.17)	2,170.05
788.000 - Otterburn Disc Golf Park	56,154.00	21,554.00	10,570.56	10,983.44	49.04
790.000 - Facilities-Senior Center/Libr	30,332.00	30,782.00	25,530.81	5,251.19	82.94

GL NUMBER	2024-25	2024-25	YTD BALANCE 03/31/2025	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	AMENDED BUDGET			
794.000 - Community Promotions Program	77,194.00	77,194.00	57,577.25	19,616.75	74.59
797.000 - Facilities - City Parking Lots	8,725.00	8,725.00	1,558.63	7,166.37	17.86
851.000 - Retired Employee Health Care	34,732.00	34,732.00	20,143.66	14,588.34	58.00
965.000 - Transfers Out	202,500.00	202,500.00	202,500.00	0.00	100.00
TOTAL EXPENDITURES	3,079,203.00	3,119,408.00	2,346,702.29	772,705.71	
Fund 101 - General Fund:					
TOTAL REVENUES	2,990,222.00	3,099,722.00	2,491,433.56	608,288.44	80.38
TOTAL EXPENDITURES	3,079,203.00	3,119,408.00	2,346,702.29	772,705.71	75.23
NET OF REVENUES & EXPENDITURES	(88,981.00)	(19,686.00)	144,731.27	(164,417.27)	
Fund 202 - Major Street Fund					
000.000 - General	617,797.00	622,897.00	317,419.00	305,478.00	50.96
441.000 - Miller Rd Park & Ride	5,000.00	5,000.00	1,650.51	3,349.49	33.01
449.500 - Right of Way - General	0.00	3,000.00	3,000.00	0.00	100.00
463.000 - Routine Maint - Streets	10,000.00	10,000.00	0.00	10,000.00	0.00
478.000 - Snow & Ice Removal	3,000.00	3,000.00	0.00	3,000.00	0.00
TOTAL REVENUES	635,797.00	643,897.00	322,069.51	321,827.49	
228.000 - Information Technology	900.00	900.00	421.34	478.66	46.82
429.000 - Occupational Safety	34.00	34.00	0.00	34.00	0.00
441.000 - Miller Rd Park & Ride	5,873.00	5,873.00	2,875.85	2,997.15	48.97
449.500 - Right of Way - General	15,000.00	15,000.00	12,650.00	2,350.00	84.33
449.501 - Right of Way - Storms	15,000.00	15,000.00	0.00	15,000.00	0.00
452.100 - Safe Routes to School Grant	0.00	6,270.00	6,248.69	21.31	99.66
454.000 - STREETS PROJECTS	0.00	336,045.00	37,154.50	298,890.50	11.06
463.000 - Routine Maint - Streets	319,653.00	219,653.00	114,622.08	105,030.92	52.18
474.000 - Traffic Services	29,778.00	60,369.00	39,406.59	20,962.41	65.28
478.000 - Snow & Ice Removal	62,193.00	62,193.00	67,413.76	(5,220.76)	108.39
482.000 - Administrative	17,525.00	17,525.00	12,453.37	5,071.63	71.06
538.500 - Intercommunity storm drains	14,540.00	14,540.00	3,942.48	10,597.52	27.11



GL NUMBER	2024-25	2024-25	YTD BALANCE	AVAILABLE	% BDGT
	ORIGINAL BUDGET	AMENDED BUDGET	03/31/2025	BALANCE	USED
TOTAL EXPENDITURES	480,496.00	753,402.00	297,188.66	456,213.34	
-----					
Fund 202 - Major Street Fund:					
TOTAL REVENUES	635,797.00	643,897.00	322,069.51	321,827.49	50.02
TOTAL EXPENDITURES	480,496.00	753,402.00	297,188.66	456,213.34	39.45
NET OF REVENUES & EXPENDITURES	155,301.00	(109,505.00)	24,880.85	(134,385.85)	
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Fund 203 - Local Street Fund					
000.000 - General	196,892.00	201,892.00	187,842.14	14,049.86	93.04
449.000 - Right of Way Telecomm	15,000.00	15,000.00	0.00	15,000.00	0.00
478.000 - Snow & Ice Removal	1,500.00	1,500.00	0.00	1,500.00	0.00
931.000 - Transfers IN	965,000.00	500,000.00	0.00	500,000.00	0.00
-----					
TOTAL REVENUES	1,178,392.00	718,392.00	187,842.14	530,549.86	
228.000 - Information Technology	700.00	700.00	421.34	278.66	60.19
449.500 - Right of Way - General	14,000.00	14,000.00	5,525.00	8,475.00	39.46
449.501 - Right of Way - Storms	1,000.00	1,000.00	0.00	1,000.00	0.00
454.000 - STREETS PROJECTS	0.00	786,000.00	40,715.00	745,285.00	5.18
463.000 - Routine Maint - Streets	1,078,384.00	203,384.00	163,656.07	39,727.93	80.47
463.503 - Local Streets Rehab	0.00	350.00	400.30	(50.30)	114.37
474.000 - Traffic Services	10,657.00	19,881.00	17,400.30	2,480.70	87.52
478.000 - Snow & Ice Removal	43,380.00	43,380.00	64,971.78	(21,591.78)	149.77
482.000 - Administrative	13,144.00	13,144.00	9,339.96	3,804.04	71.06
538.500 - Intercommunity storm drains	13,200.00	13,200.00	3,942.48	9,257.52	29.87
-----					
TOTAL EXPENDITURES	1,174,465.00	1,095,039.00	306,372.23	788,666.77	
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Fund 203 - Local Street Fund:					
TOTAL REVENUES	1,178,392.00	718,392.00	187,842.14	530,549.86	26.15
TOTAL EXPENDITURES	1,174,465.00	1,095,039.00	306,372.23	788,666.77	27.98
NET OF REVENUES & EXPENDITURES	3,927.00	(376,647.00)	(118,530.09)	(258,116.91)	
-----					
Fund 204 - MUNICIPAL STREET FUND					
000.000 - General	812,938.00	888,938.00	863,551.43	25,386.57	97.14
-----					
TOTAL REVENUES	812,938.00	888,938.00	863,551.43	25,386.57	
455.100 - CAPITAL IMPROVEMENT BOND	2,895,284.00	2,490,134.00	1,343,791.43	1,146,342.57	53.96

GL NUMBER	2024-25		YTD BALANCE 03/31/2025	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	2024-25 AMENDED BUDGET			
905.000 - Debt Service	661,473.00	661,473.00	369,544.04	291,928.96	55.87
965.000 - Transfers Out	965,000.00	500,000.00	0.00	500,000.00	0.00
TOTAL EXPENDITURES	4,521,757.00	3,651,607.00	1,713,335.47	1,938,271.53	
-----					
Fund 204 - MUNICIPAL STREET FUND:					
TOTAL REVENUES	812,938.00	888,938.00	863,551.43	25,386.57	97.14
TOTAL EXPENDITURES	4,521,757.00	3,651,607.00	1,713,335.47	1,938,271.53	46.92
NET OF REVENUES & EXPENDITURES	(3,708,819.00)	(2,762,669.00)	(849,784.04)	(1,912,884.96)	
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Fund 226 - Garbage Fund					
000.000 - General	499,946.00	509,214.00	503,301.55	5,912.45	98.84
253.000 - Treasurer	0.00	0.00	120.00	(120.00)	100.00
TOTAL REVENUES	499,946.00	509,214.00	503,421.55	5,792.45	
101.000 - Council	4,221.00	4,221.00	3,155.65	1,065.35	74.76
172.000 - Executive	9,912.00	10,552.00	8,100.35	2,451.65	76.77
215.000 - Administration and Clerk	2,961.00	2,961.00	3,164.82	(203.82)	106.88
228.000 - Information Technology	2,640.00	3,250.00	1,194.19	2,055.81	36.74
253.000 - Treasurer	21,540.00	24,840.00	19,896.06	4,943.94	80.10
265.000 - Facilities - City Hall	4,437.00	5,145.00	3,339.81	1,805.19	64.91
528.000 - Sanitation Collection	336,098.00	338,531.00	220,795.76	117,735.24	65.22
530.000 - Wood Chipping	57,758.00	57,758.00	48,578.54	9,179.46	84.11
782.000 - Facilities - Abrams Park	17,835.00	17,835.00	7,011.95	10,823.05	39.32
783.000 - Facilities - Elms Rd Park	20,434.00	20,434.00	9,580.04	10,853.96	46.88
965.000 - Transfers Out	2,500.00	2,500.00	2,500.00	0.00	100.00
TOTAL EXPENDITURES	480,336.00	488,027.00	327,317.17	160,709.83	
-----					
Fund 226 - Garbage Fund:					
TOTAL REVENUES	499,946.00	509,214.00	503,421.55	5,792.45	98.86
TOTAL EXPENDITURES	480,336.00	488,027.00	327,317.17	160,709.83	67.07
NET OF REVENUES & EXPENDITURES	19,610.00	21,187.00	176,104.38	(154,917.38)	
-----					
Fund 248 - Downtown Development Fund					
000.000 - General	167,327.00	169,927.00	134,055.55	35,871.45	78.89
728.000 - Economic Development	0.00	10,000.00	10,000.00	0.00	100.00
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GL NUMBER	2024-25	2024-25	YTD BALANCE	AVAILABLE	% BDGT
	ORIGINAL BUDGET	AMENDED BUDGET	03/31/2025	BALANCE	USED
TOTAL REVENUES	167,327.00	179,927.00	144,055.55	35,871.45	
000.000 - General	0.00	0.00	284.55	(284.55)	100.00
173.000 - DDA Administration	16,400.00	17,400.00	13,977.86	3,422.14	80.33
728.000 - Economic Development	38,299.00	174,049.00	141,476.77	32,572.23	81.29
728.002 - Streetscape	100,000.00	55,000.00	49,600.00	5,400.00	90.18
728.003 - Facade Program	20,000.00	10,000.00	0.00	10,000.00	0.00
728.004 - Family Movie Night	6,500.00	6,500.00	1,359.86	5,140.14	20.92
TOTAL EXPENDITURES	181,199.00	262,949.00	206,699.04	56,249.96	
Fund 248 - Downtown Development Fund:					
TOTAL REVENUES	167,327.00	179,927.00	144,055.55	35,871.45	80.06
TOTAL EXPENDITURES	181,199.00	262,949.00	206,699.04	56,249.96	78.61
NET OF REVENUES & EXPENDITURES	(13,872.00)	(83,022.00)	(62,643.49)	(20,378.51)	
Fund 401 - Capital Project Fund					
000.000 - General	0.00	0.00	6.68	(6.68)	100.00
931.000 - Transfers IN	60,000.00	60,000.00	60,000.00	0.00	100.00
TOTAL REVENUES	60,000.00	60,000.00	60,006.68	(6.68)	
Fund 401 - Capital Project Fund:					
TOTAL REVENUES	60,000.00	60,000.00	60,006.68	(6.68)	100.01
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	60,000.00	60,000.00	60,006.68	(6.68)	
Fund 402 - Fire Equip Replacement Fund					
000.000 - General	1,245.00	2,645.00	1,936.03	708.97	73.20
931.000 - Transfers IN	155,000.00	155,000.00	155,000.00	0.00	100.00
TOTAL REVENUES	156,245.00	157,645.00	156,936.03	708.97	
336.000 - Fire Department	0.00	107,020.00	107,012.28	7.72	99.99
TOTAL EXPENDITURES	0.00	107,020.00	107,012.28	7.72	
Fund 402 - Fire Equip Replacement Fund:					
TOTAL REVENUES	156,245.00	157,645.00	156,936.03	708.97	99.55
TOTAL EXPENDITURES	0.00	107,020.00	107,012.28	7.72	99.99
NET OF REVENUES & EXPENDITURES	156,245.00	50,625.00	49,923.75	701.25	
Fund 590 - Sanitary Sewer Fund					
000.000 - General	11,000.00	79,000.00	63,563.57	15,436.43	80.46

GL NUMBER	2024-25	2024-25	YTD BALANCE	AVAILABLE	% BDGT
	ORIGINAL BUDGET	AMENDED BUDGET	03/31/2025	BALANCE	USED
253.000 - Treasurer	0.00	0.00	300.00	(300.00)	100.00
536.000 - Sewer System	1,383,900.00	1,383,900.00	991,578.27	392,321.73	71.65
TOTAL REVENUES	1,394,900.00	1,462,900.00	1,055,441.84	407,458.16	
101.000 - Council	10,372.00	10,372.00	7,895.66	2,476.34	76.12
172.000 - Executive	39,363.00	42,373.00	31,908.15	10,464.85	75.30
215.000 - Administration and Clerk	13,526.00	15,526.00	12,508.10	3,017.90	80.56
228.000 - Information Technology	9,440.00	9,440.00	4,274.14	5,165.86	45.28
253.000 - Treasurer	84,886.00	102,858.00	76,896.53	25,961.47	74.76
265.000 - Facilities - City Hall	10,690.00	10,690.00	7,571.30	3,118.70	70.83
536.000 - Sewer System	1,190,171.00	1,210,171.00	485,538.14	724,632.86	40.12
537.000 - Sewer Lift Stations	12,096.00	12,096.00	5,561.07	6,534.93	45.97
542.000 - Read and Bill	71,164.00	71,164.00	46,666.93	24,497.07	65.58
543.401 - Flush & TV Sewers	200,000.00	200,000.00	0.00	200,000.00	0.00
850.000 - Other Functions	8,000.00	8,000.00	0.00	8,000.00	0.00
965.000 - Transfers Out	0.00	0.00	5,000.00	(5,000.00)	100.00
TOTAL EXPENDITURES	1,649,708.00	1,692,690.00	683,820.02	1,008,869.98	
Fund 590 - Sanitary Sewer Fund:					
TOTAL REVENUES	1,394,900.00	1,462,900.00	1,055,441.84	407,458.16	72.15
TOTAL EXPENDITURES	1,649,708.00	1,692,690.00	683,820.02	1,008,869.98	40.40
NET OF REVENUES & EXPENDITURES	(254,808.00)	(229,790.00)	371,621.82	(601,411.82)	
Fund 591 - Water Supply Fund					
000.000 - General	9,000.00	48,500.00	44,493.10	4,006.90	91.74
253.000 - Treasurer	0.00	0.00	300.00	(300.00)	100.00
540.000 - Water System	2,555,308.00	2,555,308.00	1,748,745.38	806,562.62	68.44
TOTAL REVENUES	2,564,308.00	2,603,808.00	1,793,538.48	810,269.52	
101.000 - Council	9,957.00	10,077.00	7,896.34	2,180.66	78.36
172.000 - Executive	39,396.00	42,796.00	32,321.39	10,474.61	75.52
215.000 - Administration and Clerk	13,574.00	15,324.00	12,507.63	2,816.37	81.62

GL NUMBER	2024-25	2024-25	YTD BALANCE	AVAILABLE	% BDGT
	ORIGINAL BUDGET	AMENDED BUDGET	03/31/2025	BALANCE	USED
228.000 - Information Technology	9,440.00	9,550.00	4,274.14	5,275.86	44.76
253.000 - Treasurer	98,543.00	101,043.00	73,014.03	28,028.97	72.26
265.000 - Facilities - City Hall	10,453.00	12,829.00	7,589.05	5,239.95	59.16
540.000 - Water System	2,930,853.00	2,574,353.00	1,270,228.63	1,304,124.37	49.34
542.000 - Read and Bill	53,144.00	56,244.00	50,086.79	6,157.21	89.05
543.230 - Water Main Repair USDA Grant	0.00	621,000.00	234,112.90	386,887.10	37.70
850.000 - Other Functions	8,000.00	8,000.00	0.00	8,000.00	0.00
905.000 - Debt Service	188,476.00	188,476.00	69,983.88	118,492.12	37.13
965.000 - Transfers Out	5,000.00	5,000.00	5,000.00	0.00	100.00
TOTAL EXPENDITURES	3,366,836.00	3,644,692.00	1,767,014.78	1,877,677.22	
Fund 591 - Water Supply Fund:					
TOTAL REVENUES	2,564,308.00	2,603,808.00	1,793,538.48	810,269.52	68.88
TOTAL EXPENDITURES	3,366,836.00	3,644,692.00	1,767,014.78	1,877,677.22	48.48
NET OF REVENUES & EXPENDITURES	(802,528.00)	(1,040,884.00)	26,523.70	(1,067,407.70)	
Fund 661 - Motor Pool Fund					
000.000 - General	155,450.00	173,350.00	186,062.11	(12,712.11)	107.33
TOTAL REVENUES	155,450.00	173,350.00	186,062.11	(12,712.11)	
172.000 - Executive	11,802.00	11,802.00	10,022.86	1,779.14	84.93
228.000 - Information Technology	815.00	815.00	534.78	280.22	65.62
253.000 - Treasurer	946.00	2,580.00	1,681.13	898.87	65.16
265.100 - Facilities - City Garage	293,959.00	293,959.00	153,055.80	140,903.20	52.07
850.000 - Other Functions	3,000.00	3,000.00	0.00	3,000.00	0.00
TOTAL EXPENDITURES	310,522.00	312,156.00	165,294.57	146,861.43	
Fund 661 - Motor Pool Fund:					
TOTAL REVENUES	155,450.00	173,350.00	186,062.11	(12,712.11)	107.33
TOTAL EXPENDITURES	310,522.00	312,156.00	165,294.57	146,861.43	52.95
NET OF REVENUES & EXPENDITURES	(155,072.00)	(138,806.00)	20,767.54	(159,573.54)	
Fund 750 - Payroll Fund					
000.000 - General	0.00	0.00	2.58	(2.58)	100.00
TOTAL REVENUES	0.00	0.00	2.58	(2.58)	

GL NUMBER	2024-25		YTD BALANCE 03/31/2025	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	2024-25 AMENDED BUDGET			
Fund 750 - Payroll Fund:					
TOTAL REVENUES	0.00	0.00	2.58	(2.58)	100.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	0.00	0.00	2.58	(2.58)	
TOTAL REVENUES - ALL FUNDS	10,615,525.00	10,497,793.00	7,764,361.46	2,733,431.54	73.96
TOTAL EXPENDITURES - ALL FUNDS	15,244,522.00	15,126,990.00	7,920,756.51	7,206,233.49	52.36
NET OF REVENUES & EXPENDITURES	(4,628,997.00)	(4,629,197.00)	(156,395.05)	(4,472,801.95)	

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
03/06/2025	74(E)	RICK CLOLINGER	RICK CLOLINGER RETIREE MEDICAL REINBURS	753.65
03/06/2025	75(E)	UNUM LIFE INSURANCE	RETIREE LIFE MARCH 2025	31.47
03/06/2025	54543	REBECCA BOSAS	MILEAGE TO MT PLEASANT FOR TRAINING	141.40
03/06/2025	54544	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES THROUGH NOVEMB	3,964.39
03/06/2025	54545	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES THROUGH DECEMB	2,136.86
03/06/2025	54546	CHASE CARD SERVICES	MONTHLY STATEMENT FEBRUARY 2025	3,475.40
03/06/2025	54547	CONSUMERS ENERGY	5015 HOLLAND DR LOT LIGHTS	39.99
03/06/2025	54548	CONSUMERS ENERGY	4510 MORRISH RD	42.70
03/06/2025	54549	CONSUMERS ENERGY	8059 FORTINO DR	34.27
03/06/2025	54550	CONSUMERS ENERGY	8499 MILLER RD	33.47
03/06/2025	54551	CONSUMERS ENERGY	8083 CIVIC DR	888.66
03/06/2025	54552	CONSUMERS ENERGY	5257 WINSHALL DR	28.69
03/06/2025	54553	CONSUMERS ENERGY	5361 WINSHALL DR 8369	32.05
03/06/2025	54554	CONSUMERS ENERGY	9099 MILLER RD	33.79
03/06/2025	54555	CONSUMERS ENERGY	5361 WINSHALL DR #2 RESTRMS 9987	34.91
03/06/2025	54556	CONSUMERS ENERGY	8095 CIVIC DR	996.51
03/06/2025	54557	CONSUMERS ENERGY	5121 MORRISH RD	969.81
03/06/2025	54558	CONSUMERS ENERGY	5441 WHITNEY CT PAVILLION	28.69
03/06/2025	54559	CONSUMERS ENERGY	8011 MILLER RD	28.85
03/06/2025	54560	CONSUMERS ENERGY	8301 CAPPY LN	314.00
03/06/2025	54561	CONSUMERS ENERGY	5361 WINSHALL DR NP	33.56
03/06/2025	54562	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	6,268.57
03/06/2025	54563	CONSUMERS ENERGY	4524 MORRISH RD	75.89
03/06/2025	54564	CONSUMERS ENERGY	STREET LIGHTS 1294	3,621.28
03/06/2025	54565	CONSUMERS ENERGY	ELMS PARKING LOT AREA LIGHTS 2300	48.43
03/06/2025	54566	CONSUMERS ENERGY	6425 MILLER PARK & RIDE	87.10
03/06/2025	54567	CONSUMERS ENERGY	TRAFFIC LIGHTS 1781	523.86
03/06/2025	54568	CONSUMERS ENERGY	SIRENS TRAFFIC LIGHTS 1997	34.17
03/06/2025	54569	CONSUMERS ENERGY	4125 ELMS RD PAVILION 4437	48.94
03/06/2025	54570	CONSUMERS ENERGY	4125 ELMS RD 4353	36.04
03/06/2025	54571	CONSUMERS ENERGY	8100 CIVIC DR	1,523.39
03/06/2025	54572	DELTA DENTAL PLAN	RETIREE BENEFITS MARCH 2025	443.16
03/06/2025	54573	DETROIT SALT COMPANY	ROAD SALT AT \$65.37 PER TON 2/18/25 ORDE	3,357.75
03/06/2025	54574	DLZ MICHIGAN INC	MS4 COMPLIANCE PROGRAM SERVICES FY 2025 1000 CCTV INTEGRATION FOR SERVICES RENDE	828.00 <u>546.00</u>
				<b>1,374.00</b>
03/06/2025	54575	ELLEN, YVONNE	UB refund for account: 0008352600	247.56
03/06/2025	54576	FIDELITY SECURITY LIFE INSUR/ EYEMED	RETIREE VISION MARCH 2025	39.36
03/06/2025	54577	FAMILY FARM AND HOME INC	MONTHLY INVOICES FEBRUARY 2025	65.94
03/06/2025	54578	FERGUSON WATERWORKS #3386	R900 V4 WALL MIU QTY 80	11,738.40
03/06/2025	54579	FLINT NEW HOLLAND	PARTS FOR KUBOTA	150.90
03/06/2025	54580	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	6.50
03/06/2025	54581	FOCO INC DEPENDABLE SEWER CLEANERS	HUDROVAC DUG HOLES 5121 MORRISH SEWER CLEANING & INSPECTIONS MAY 2024 TH	3,148.75 <u>37,440.83</u>
				<b>40,589.58</b>
03/06/2025	54582	GEN CTY DRAIN COMMISSIONER SWM	NPDES PHASE II IMPLEMENTAION FEES FOR JA	451.32
03/06/2025	54583	GILL ROYS HARDWARE	FEBRUARY 2025 INVOICES LESS DISCOUNT	288.83
03/06/2025	54584	HYDRO DESIGNS INC	CROSS CONNECTION PROGRAM FY2026 JULY-JAN CROSS CONNECTION PROGRAM FY2026 JULY-JAN	1,071.00 <u>3,975.00</u>
				<b>5,046.00</b>
03/06/2025	54585	INTEGRITY BUSINESS SOLUTIONS	(4) CASES KITCHEN TOWELS FOR DPW GARAGE	159.96
03/06/2025	54586	KCI	PROPOSAL EST. POSTAGE APRIL 2025 WATER B 2025 ASSESSMENT NOTICES/POSTAGE BALANCE	1,117.25 <u>629.67</u>
				<b>1,746.92</b>
03/06/2025	54587	LEGACY ASSESSING SERVICES INC	ASSESSING SERVICES MARCH 2025	2,888.97
03/06/2025	54588	METRO POLICE AUTH OF GENESEE COUNTY	JANUARY 2025 ORD. FEES	1,630.20
03/06/2025	54589	MICHIGAN ASSOC OF PLANNING	MANAGING RISK WORKSHOP ZOOM LIVE PRESENT	800.00
03/06/2025	54590	MICHIGAN MUNICIPAL LEAGUE	POOL ENDORSEMENT PREMIUM 7/1/24-7/1/25	578.00
03/06/2025	54591	AMY NICHOLS	BANK RUNS FOR FEBRUARY 2025	34.72
03/06/2025	54592	PRIORITY WASTE LLC	FY2025 JULY2024 THRU JUNE 2025	26,442.00
03/06/2025	54593	SUSAN OBREIN	TAX OVER PAYMENT 58-01-502-104	27.00

03/06/2025	54594	BIO-SERV CORPORATION	PEST CONTROL - PUBLIC SAFETY BLDG 2/14/2 PEST CONTROL - CITY HALL/LIBRARY-SR CTR	69.00 <u>148.00</u>
				<b>217.00</b>
03/06/2025	54595	JAY SANDFORD	CLOTHING ALLOWANCE REIMB FOR KOHLS 2-19-	74.18
03/06/2025	54596	BETTY SHANNON	CONTRACT REIMB RETIREE MEDICAL MARHC 202	314.53
03/06/2025	54597	SIMEN FIGURA & PARKER PLC	MONTHLY INVOICE FEBRUARY 2025	1,875.50
03/06/2025	54598	SWARTZ CREEK AREA FIRE DEPT.	MONTHLY RUNS FIRE & EMS FEBRUARY 2025	3,825.59
03/06/2025	54599	TAYLOR & MORGAN CPA	FINANICAL SERVIICES PROVIDED BY SHERI SP	3,942.50
03/06/2025	54600	JAMS MEDIA LLC	FOG SEALING BIDS/ BOR & TREE REMOVAL BID	264.40
03/06/2025	54601	VISUAL EDGE IT	CONTRACT DATES 2/22/25 THRU 3/22/25	282.38
03/20/2025	76(E)	ERC-LED, LLC	EXCESS BENEFIT PAYMENT 4/1/25	1,149.08
03/20/2025	77(E)	UNUM LIFE INSURANCE	RETIREE LIFE APRIL 2025	31.47
03/20/2025	54602	ACE OUTDOOR SERVICES LLC	SNOW REMOVAL IN THE VILLAGE & MILLER RD	3,272.25
03/20/2025	54603	ACE ASPHALT & PAVING CO INC	COLD PATCH	727.26
03/20/2025	54604	MACQUEEN EQUIPMENT LLC	STREET SWEEPER REPAIRS & MAINT	878.29
03/20/2025	54605	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES FOR JANUARY 202	3,776.03
03/20/2025	54606	CHARTER TOWNSHIP OF MUNDY	FORMSTACK	599.31
03/20/2025	54607	CONSUMERS ENERGY	4484 MORRISH RD	746.26
03/20/2025	54608	DEE CRAMER	REPLACED BLOWER MOTOR ONLY	2,269.33
03/20/2025	54609	DORNBOSS SIGN & SAFETY INC	(6) PEDESTRIAN SIGNS (6) ANCHOR KIT (6)	571.52
03/20/2025	54610	FERGUSON WATERWORKS #3386	(50) MTG ADPT KIT ECDR REG	372.30
03/20/2025	54611	GEN CTY ROAD COMMISSION	S- MTCE & OPERATIONS 504 (47) SERVICE T I-69 WB OFF RAMP @ MORRISH RD BILLED TRU	277.02 <u>141.21</u>
				<b>418.23</b>
03/20/2025	54612	GENESEE COUNTY GIS DEPARTMENT	ELMS PARK MAP	220.00
03/20/2025	54613	GENESEE CTY DRAIN COMMISSIONER	1/29/25 THRU 2/28/25 FEBRUARY 2025 BU	114,077.99
03/20/2025	54614	HILL STEEL & BUILDERS SUPPLY INC	PARTS FOR THE STREET SWEEPER	36.66
03/20/2025	54615	JAY'S SEPTIC TANK SERVICE	PORT-A-JON RENTAL 4150 ELMS RD PORT-A-JON RENTAL 5240 WINSHAL SERVIES T	580.00 <u>280.00</u>
				<b>860.00</b>
03/20/2025	54616	JEEPERS CREEKERS INC	SPONSORSHIP 2025	2,000.00
03/20/2025	54617	MICH ASSOC. MUNICIPAL CLERKS	2025 MEMBER EDUCATION DAY RENEE KRAFT	50.00
03/20/2025	54618	MICH ASSOC. MUNICIPAL CLERKS	MAMC CONFRENCE/MASTERS CLASS RENEE KRAFT	575.00
03/20/2025	54619	MICHIGAN PIPE AND VALVE	CAUTION BLUE MARKING PAINT	120.00
03/20/2025	54620	OHM ADVISORS	WINCHESTER WOODS SUBDIVISION IMPROVEMENT USDA PHASE II WATER MAIN ENGINEERING SER USDA PHASE II WATER MAIN ENGINEERING SER CAPPY LN & DON SHENK PE THROUGH MARCH 01 FRONTIER COMM. ROW APPLICATIONS SERVICES	905.00 6,520.00 3,608.50 9,968.50 <u>884.00</u>
				<b>21,886.00</b>
03/20/2025	54621	PARAGON LABORATORIES INC	WATER SAMPLES WO SWARTZ CREEK 5121 MORRI	702.00
03/20/2025	54622	ROWE PROFESSIONAL SERVICES CO	OTTERBURN PARK IMPROVMENTS SERVIES THRU	6,325.00
03/20/2025	54623	BETTY SHANNON	CONTRACT REIMB RETIREE MEDICAL JAN - FEB	630.06
03/20/2025	54624	SIGNS BY CRANNIE, INC.	50% DOWN OF INSTALLATION ON WELCOME SIGN	1,929.34
03/20/2025	54625	STATE OF MICHIGAN DEPT TRANS	MDOT TRAIL FINAL ACCOUNTING PAYMENT	7,689.17
03/20/2025	54626	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING 2/5/25 ELMS &	96.00
03/20/2025	54627	SUBURBAN AUTO SUPPLY	AIR BRAKE TUBING AND FITTING FOR SWEEPER	86.31
03/20/2025	54628	SUPER FLITE OIL CO INC	FUEL - DPW FEBRUARY 2025	2,028.37
03/20/2025	54629	SWARTZ CREEK FINE ARTS ASSOC	2025 CONCERT SPONSORSHIP	400.00
03/20/2025	54630	T.G. PRIEHS LLC	WINCHESTER WOODS SUB	60,143.43
03/20/2025	54631	VERMEER OF MICHIGAN	GAS SPRING FOR WOODCHIPPER (\$3.43 LESS T	57.14
03/26/2025	54632	DELTA DENTAL PLAN	RETIREE BENIFITS APRIL 2025	<u>443.16</u>
GEN TOTALS:				
Total of 94 Checks:				370,380.90
Less 0 Void Checks:				<u>0.00</u>
Total of 94 Disbursements:				370,380.90



**Public Works  
Monthly Work Orders**

04/01/25

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
25-000061 COMPLETED	DA10-005295-0000-01	MESACK, SUSAN 5295 DAVAL DR	03/04/25 03/04/25	WATER LEAK
25-000062 COMPLETED	DU10-005251-0000-01	KING, ELAINE M 5251 DURWOOD DR	03/18/25 03/18/25	WATER LEAK
25-000063 COMPLETED	WI10-005354-0000-02	REISER, DAVID 5354 WINSHALL DR	03/20/25 03/20/25	WATER LEAK
CKME25-0618 COMPLETED	DY10-003440-0000-01	FORD RENTAL CO 3440 DYE RD	03/03/25 03/03/25	CHECK METER
CKME25-0619 COMPLETED	MI10-008021-0000-02	THE GROSS GROUP SWARTZ CREEK 8021 MILLER RD	03/03/25 03/03/25	CHECK METER
CU25-000068 COMPLETED	CI10-008100-0000-01	PUBLIC SAFETY BUILDING 8100 CIVIC DR	03/17/25 03/17/25	CONTINUOUS USAGE
DAPU25-0055 COMPLETED	MI10-006300-0000-07	BOWEN, ROB 6300 MILLER RD	03/03/25 03/03/25	DEAD ANIMAL PICK UP
DAPU25-0056 COMPLETED	MI10-007138-0000-01	CARDINAL, STANLEY 7138 MILLER RD	03/10/25 03/10/25	DEAD ANIMAL PICK UP
FLAG25-0274 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	03/21/25 03/24/25	LOWER/RAISE FLAG
FOGIN25-000004 COMPLETED	MI10-009237-0000-02	GOJCAJ, LUIGJ 9237 MILLER RD	03/04/25 03/04/25	FOG INSPECTION
FOGIN25-000005 COMPLETED	MI10-008048-0000-02	CENTER PIECE PLAZA 8048 MILLER RD	03/04/25 03/04/25	FOG INSPECTION
FOGIN25-000007 COMPLETED	MI10-009061-0000-01	MORGAN INVESTMENTS 9061 MILLER RD	03/04/25 03/04/25	FOG INSPECTION
GARB25-0018 COMPLETED	TA10-006398-0000-06	CERVANTES, MANUEL 6398 TALLMADGE CT	03/27/25 03/26/25	PICK UP GARBAGE
GWO25-0728 COMPLETED	MI10-007178-0000-03	HUMES, GAYLE 7178 MILLER RD	03/25/25 03/25/25	GENERIC WORK ORDER
GWO25-0729 COMPLETED	SP10-004411-0000-02	DRUMMOND, RICHARD 4411 SPRINGBROOK DR	03/26/25 03/26/25	GENERIC WORK ORDER
INSP24-000051 COMPLETED	MA20-008034-0000-01	SEVICK, MICHAEL 8034 MAPLE ST	07/23/24 03/24/25	TREE INSPECTION
MNT25-0480 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	03/05/25 03/05/25	BUILDING MAINTENANCE
MNT25-0481 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	03/14/25 03/19/25	BUILDING MAINTENANCE
MNT25-0482 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	03/19/25 03/19/25	BUILDING MAINTENANCE
MNT25-0483 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	03/20/25 03/25/25	BUILDING MAINTENANCE

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
MNT25-0484 COMPLETED	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	03/20/25 03/20/25	BUILDING MAINTENAI
MNT25-0485 COMPLETED	CI10-008100-0000-01	PUBLIC SAFETY BUILDING 8100 CIVIC DR	03/24/25 03/24/25	BUILDING MAINTENAI
MTRP25-0785 COMPLETED	SE20-004373-0000-02	HAVENPARK 4373 SEYMOUR RD	03/18/25 03/18/25	METER REPAIR
MTRP25-0786 COMPLETED	CH10-009140-0000-02	KETCHUM, DARLENE 9140 CHELMSFORD DR	03/19/25 03/19/25	METER REPAIR
MTRP25-0787 CANCELLED	BR20-006499-0000-01	BELLOWS, CHRISTINE 6499 BRISTOL RD	03/19/25 03/19/25	METER REPAIR
MTRP25-0788 COMPLETED	OA10-005210-0000-01	LOCASCIO, DEBBIE 5210 OAKVIEW DR	03/13/25 03/20/25	METER REPAIR
MTRP25-0789 COMPLETED	SC20-005119-0000-08	WILSON, DEBORAH 5119 SCHOOL ST	03/24/25 03/24/25	METER REPAIR
MTRP25-0790 COMPLETED	MA20-008041-0000-06	TAYRAL LLC 8041 MAPLE ST	03/27/25 03/27/25	METER REPAIR
RPLR25-0089 COMPLETED	MA30-007514-0000-01	MOODY, HARLAND 7514 MASON ST	03/07/25 03/07/25	REPLACE READER
RPLR25-0090 COMPLETED	MI10-006192-0000-01	POLASEK, JAMES 6192 MILLER RD	03/17/25 03/17/25	REPLACE READER
RPLR25-0091 COMPLETED	MI10-005301-0000-04	KETT, LINDA 5301 MILLER RD	03/10/25 03/10/25	REPLACE READER
RPLR25-0092 COMPLETED	HI10-009315-0000-03	BUECHELE, BRIAN 9315 HILL RD	03/07/25 03/07/25	REPLACE READER
SAMP25-0092 COMPLETED	MO10-005121-0000-01	SWARTZ CREEK DPW, CITY OF 5121 MORRISH RD	03/04/25 03/04/25	WATER SAMPLES
SAMP25-0093 COMPLETED	MO10-005121-0000-01	SWARTZ CREEK DPW, CITY OF 5121 MORRISH RD	03/11/25 03/11/25	WATER SAMPLES
SAMP25-0094 COMPLETED	MO10-005121-0000-01	SWARTZ CREEK DPW, CITY OF 5121 MORRISH RD	03/18/25 03/18/25	WATER SAMPLES
SAMP25-0095 COMPLETED	MO10-005121-0000-01	SWARTZ CREEK DPW, CITY OF 5121 MORRISH RD	03/25/25 03/25/25	WATER SAMPLES
SETM25-0134 COMPLETED	CR10-008083-0000-10	SHERMAN, DONALD 8083 CRAPO ST	03/03/25 03/03/25	SET METER
SI-000098 COMPLETED	OA10-009155-0000-01	KAUL, MARTIN 9155 OAKVIEW DR	03/12/25 03/12/25	SIGNS
STRT25-0166 COMPLETED	BR20-006483-0000-01	TYLER, WANDA 6483 BRISTOL RD	03/31/25 03/31/25	STREET REPAIR
SWBK25-0111 COMPLETED	HE10-005176-0000-02	STEWART, ESTHER 5176 HELMSLEY DR	03/24/25 03/24/25	SEWER BACKUP
SWR25-0106 COMPLETED	DU10-005191-0000-09	DROUIN, ERICA 5191 DURWOOD DR	03/10/25 03/10/25	SEWER DRAIN PROBLI
SWR25-0107 COMPLETED	EL10-003404-0000-02	BRADSHAW, GARRY	03/13/25	SEWER DRAIN PROBLI

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		3404 ELMS RD	03/13/25	
WOFF25-2872	BI10-005176-0000-02	KERR, ANDREA	03/05/25	WATER TURN OFF
COMPLETED		5176 BIRCHCREST DR	03/05/25	
WOFF25-2873	WO10-005256-0000-02	RAQUEPAW, DAWN	03/17/25	WATER TURN OFF
COMPLETED		5256 WORCHESTER DR	03/17/25	
WOFF25-2874	CH20-009104-0000-03	MCDONALD, ALICIA	03/17/25	WATER TURN OFF
COMPLETED		9104 CHESTERFIELD DR	03/17/25	
WOFF25-2875	IN10-008023-0000-01	ROSENTHAL, MARJORIE	03/17/25	WATER TURN OFF
COMPLETED		8023 INGALLS ST	03/24/25	
WOFF25-2876	OA10-005210-0000-01	LOCASCIO, DEBBIE	03/25/25	WATER TURN OFF
COMPLETED		5210 OAKVIEW DR	03/25/25	
WOFF25-2877	DO10-005228-0000-02	MACHADO, ABIGAIL	04/01/25	WATER TURN OFF
CANCELLED		5228 DON SHENK DR	03/31/25	
WOFF25-2878	DA10-005295-0000-01	MESACK, SUSAN	03/29/25	WATER TURN OFF
COMPLETED		5295 DAVAL DR	03/29/25	
WTON25-1774	BI10-005176-0000-02	KERR, ANDREA	03/10/25	WATER TURN ON
COMPLETED		5176 BIRCHCREST DR	03/10/25	
WTON25-1775	WO10-005256-0000-02	RAQUEPAW, DAWN	03/17/25	WATER TURN ON
COMPLETED		5256 WORCHESTER DR	03/17/25	
WTON25-1776	CH20-009104-0000-03	MCDONALD, ALICIA	03/17/25	WATER TURN ON
COMPLETED		9104 CHESTERFIELD DR	03/17/25	
WTON25-1778	OA10-005210-0000-01	LOCASCIO, DEBBIE	03/25/25	WATER TURN ON
COMPLETED		5210 OAKVIEW DR	03/25/25	
WTON25-1779	DO10-005228-0000-02	MACHADO, ABIGAIL	04/01/25	WATER TURN ON
CANCELLED		5228 DON SHENK DR	03/31/25	

Total Records: 54

Report Generated: 4/1/2025 8:37 AM

Report Options: Completed From: 3/1/2025 To: 3/31/2025

# City of Swartz Creek Building Permit List

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction	
<b>Building</b>								
PB2500007	03/14/25	Kelly Custom Construction	(810) 280 4504	58-02-529-007	\$25,500	\$487.00 5026 HOLLAND DR 1	48473-Res Add/Alter/Repair	
PB2500011	03/06/25	Sign Fabricators Inc	(586) 493 0502	58-03-200-003	\$3,200	\$105.00 9061 MILLER RD	48473 Sign	
PB2500014	03/06/25	H & H Signs LLC	(517) 301 4107	58-31-527-015	\$2,500	\$95.00 6203 MILLER RD	48473-Sign	
PB2500015	03/04/25	Victors Home Solutions	(734) 335 1794	58-03-533-147	\$18,363	\$100.00 5129 SEYMOUR RD	48473-Roofing	
PB2500016	03/10/25	Victors Home Solutions	(734) 335 1794	58-36-651-052	\$14,388	\$100.00 7514 ELIZABETH CT	48473-Roofing	
PB2500017	03/13/25	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-093	\$1,920	\$135.00 4247 ALEX MARIN DR	48473 Res Deck	
PB2500019	03/31/25	J.W. Morgan Construction	(810) 635 9228	58-36-529-005	\$35,000	\$290.00 7160 PARK RIDGE PKWY	48473-Res Add/Alter/Repair	
PB2500020	03/24/25	Wenzlick Patio and Awning Inc	(810) 659 1674	58-03-626-015	\$18,650	\$491.00 9087 LUEA LN	48473-Sunroom	
PB2500021	03/25/25	WOODSIDE BUILDERS, INC	(810) 635 2227	58-31-526-016	\$0	\$100.00 6218 MILLER RD	48473-Roofing	
PB2500022	03/26/25	Lockhart Roofing Co.	(810) 235 9866	58-35-576-012	\$0	\$100.00 4354 MORRISH RD	48473-Roofing	
PB2500024	03/27/25	Gene Beyer Roofing	(810) 659 1898	58-36-651-002	\$20,000	\$195.00 4464 COLONY CT	48473-Roofing	
PB2500026	03/27/25	Gene Beyer Roofing	(810) 659 1898	58-36-651-033	\$20,000	\$195.00 7508 MASON ST	48473-Roofing	
<b>Total:</b>		<b>12 Permits</b>	<b>Value: \$159,521</b>		<b>Fee Total: \$2,393.00</b>		Total Number of Dwelling Units	<b>0</b>
<b>Electrical</b>								
PE2500006	03/06/25	Sign Fabricators Inc	(586) 493 0502	58-03-200-003	\$0	\$216.00 9061 MILLER RD	48473 Electrical	
PE2500008	03/26/25	Mandarino Electric	(586) 722 4830	58-29-551-020	\$0	\$320.00 5286 MILLER RD	48473-Electrical	
PE2500009	03/26/25	Hussmann Services Corporation	(616) 453 2441	58-36-100-014	\$0	\$360.00 4141 MORRISH RD	48473-Electrical	
<b>Total:</b>		<b>3 Permits</b>	<b>Value: \$0</b>		<b>Fee Total: \$896.00</b>		Total Number of Dwelling Units	<b>0</b>

# City of Swartz Creek Building Permit List

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
PM250006	03/03/25	Energy Efficiency Resources, L	(810) 428 0325	58-03-533-056	\$0 \$190.00	5290 GREENLEAF DR	48473-Mechanical
PM250008	03/27/25	Oak Grove Heating and Cooling	(517) 618 7100	58-29-551-020	\$0 \$255.00	5286 MILLER RD	48473-Mechanical

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**Total:            2 Permits            Value: \$0                            Fee Total:            \$445.00            Total Number of Dwelling Units    0**

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### Plumbing

PP250002	03/27/25	Ryckman Contracting	(810) 223 7084	58-29-551-020	\$0 \$270.00	5286 MILLER RD	48473-Plumbing
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**Total:            1 Permits            Value: \$0                            Fee Total:            \$270.00            Total Number of Dwelling Units    0**

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### Right of Way

PROW-0314	03/10/25	CONSUMERS ENERGY COM		58-03-533-071	\$0 \$100.00	5180 GREENLEAF DR	48473-Right of way
PROW-0324	03/10/25	Frontier Communication	(517) 266 5755	58-36-577-033	\$0 \$0.00	7287 MILLER RD	48473 Right of way
PROW-0335	03/17/25	CONSUMERS ENERGY COM		58-01-502-097	\$0 \$100.00	7455 WADE ST	48473-Right of way
PROW-0337	03/19/25	GRIWATSCH, DAVID		58-31-200-007	\$0 \$100.00	MILLER RD	Right of way

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**Total:            4 Permits            Value: \$0                            Fee Total:            \$300.00            Total Number of Dwelling Units    0**

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### Sidewalk

PSW22-0001	03/24/25	COLE, DENNIS L		58-03-528-030	\$0 \$25.00	9148 CHELMSFORD DR	48473-Sidewalk
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**Total:            1 Permits            Value: \$0                            Fee Total:            \$25.00            Total Number of Dwelling Units    0**

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# City of Swartz Creek Building Permit List

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction	
<b>Zoning</b>								
PZ25-0001	03/06/25	Swartz Creek Hometown Days	(810) 920 0790	58-02-200-014	\$0	\$25.00 5086 MORRISH RD	48473 Miscellaneous	
PZ25-0002	03/19/25	CHUNG, KUK & YOUNGAE		58-31-551-005	\$0	\$25.00 4315 ELMS RD	48473-Miscellaneous	
<b>Total:</b>		<b>2 Permits</b>	<b>Value: \$0</b>		<b>Fee Total:</b>	<b>\$50.00</b>	Total Number of Dwelling Units	<b>0</b>

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**Permit Total: 25**                      **Value: \$159,521**                      **Fee Total: \$4,379.00**

Permit.DateIssued Between 3/1/2025 12:00:00 AM AND 3/31/2025 11:59:59 PM

# Certificates With Inspections

04/01/2025

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR250010	5185 WINSHALL DR	03/04/2025	03/04/2025	03/06/2025	03/24/2025	03/06/2027	Suspended
Initial	JKEY	Corey Jarbeau	Completed	Violation(s)			
CR250014	7553 MASON ST	03/11/2025	03/11/2025	03/11/2025	03/31/2025	03/11/2027	Suspended
Initial	JKEY	Corey Jarbeau	Completed	Violation(s)			
CR250016	5374 DON SHENK DR	03/25/2025	03/25/2025	03/25/2025		03/25/2027	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				
CR250017	7488 GROVE ST	03/25/2025	03/25/2025	03/25/2025		03/25/2027	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				

Population: All Records

Record Count: 4

Certificate.DateIssued Between 3/1/2025 12:00:00 AM  
AND 3/31/2025 11:59:59 PM

# Enforcements By Category

04/01/25

## BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E25-045	8048 MILLER RD 1	Inspection Pending	03/18/25	
E25-037	7297 BRISTOL RD	Closed	03/10/25	03/18/25
E25-034	6175 MILLER RD	Violation	03/10/25	
E25-036	7229 MILLER RD	Violation	03/10/25	
E25-044	8523 CHELMSFORD DR	Violation	03/12/25	
E25-007	6115 MILLER RD	Closed	03/04/25	03/06/25
E25-035	6289 BRISTOL RD	Violation	03/10/25	
E25-046	5090 FAIRCHILD ST	Inspection Pending	03/18/25	
E25-006	6103 MILLER RD	Violation	03/04/25	

**Total Entries: 9**

## BUILDING VIOLATIONS

Enforcement Number	Address	Status	Filed	Closed
E25-047	6218 MILLER RD	Inspection Pending	03/19/25	

**Total Entries: 1**

## COMPLAINT

Enforcement Number	Address	Status	Filed	Closed
E25-049	8247 MILLER RD	Violation	03/26/25	
E25-005	6218 MILLER RD	Closed	03/04/25	03/13/25
E25-038	7325 BRISTOL RD	Violation	03/10/25	

**Total Entries: 3**

## OUTSIDE STOR/DISP

Enforcement Number	Address	Status	Filed	Closed
E25-048	5200 MORRISH RD	Inspection Pending	03/19/25	



# Enforcements By Category

04/01/25

**Total Entries: 1**

## PARKING

Enforcement Number	Address	Status	Filed	Closed
E25-043	7346 MILLER RD	Violation	03/10/25	
E25-039	7045 BRISTOL RD	Violation	03/10/25	
E25-042	7316 MILLER RD	Violation	03/10/25	
E25-041	7306 MILLER RD	Violation	03/10/25	
E25-040	3277 ELMS RD	Closed	03/10/25	03/31/25

**Total Entries: 5**

**Total Records: 19**

Population: All Records

Enforcement.DateFiled Between 3/1/2025 12:00:00 AM AND 3/31/2025 11:59:59 PM

# Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
5111 FAIRCHILD ST	58-02-526-074	Ordinance	03/04/2025	03/04/2025	Partially Compliant
4261 ALEX MARIN DR	58-36-676-095	Final	03/04/2025	03/04/2025	Approved
6376 MILLER RD	58-31-100-022	Final	03/04/2025	03/04/2025	Approved
4261 ALEX MARIN DR	58-36-676-095	Final-Reinspection	03/04/2025	03/04/2025	Approved
3441 ELMS RD	58-30-551-006	Follow Up	03/05/2025	03/04/2025	Complied
9048 CHESTERFIELD DR	58-03-526-005	Follow Up	03/05/2025	03/05/2025	Complied
5095 MC LAIN ST	58-02-526-037	Follow Up	03/05/2025	03/05/2025	Complied
7045 BRISTOL RD	58-36-526-066	Final	03/05/2025	03/05/2025	Approved
6218 MILLER RD	58-31-526-016	Ordinance	03/06/2025	03/06/2025	Partially Compliant
6103 MILLER RD	58-31-527-004	Ordinance	03/06/2025	03/06/2025	Violation(s)
6115 MILLER RD	58-31-527-005	Ordinance	03/06/2025	03/06/2025	No Violation
5129 SEYMOUR RD	58-03-533-147	Final	03/10/2025	03/10/2025	Approved
7070 MILLER RD	58-36-677-002	Final	03/10/2025	03/10/2025	Approved
5137 FAIRCHILD ST	58-02-526-098	Final	03/11/2025	03/11/2025	Approved
5016 MC LAIN ST	58-02-526-058	Basement Insulation	03/11/2025	03/11/2025	Approved
6175 MILLER RD	58-31-527-017	Code	03/11/2025	03/11/2025	Violation(s)
6289 BRISTOL RD	58-31-100-035	Code	03/11/2025	03/11/2025	Violation(s)
7229 MILLER RD	58-36-577-028	Ordinance	03/11/2025	03/11/2025	Violation(s)
7297 BRISTOL RD	58-36-100-007	Ordinance	03/11/2025	03/11/2025	Violation(s)
7325 BRISTOL RD	58-36-100-005	Ordinance	03/11/2025	03/11/2025	Violation(s)
6218 MILLER RD	58-31-526-016	Ordinance	03/11/2025	03/13/2025	Complied
7404 CROSSCREEK DR	58-36-651-157	Final	03/11/2025	03/11/2025	Approved
4261 ALEX MARIN DR	58-36-676-095	Final	03/11/2025	03/11/2025	Approved
8523 CHELMSFORD DR	58-02-501-038	Ordinance	03/13/2025	03/13/2025	Violation(s)
5020 FORD ST	58-02-528-009	Ordinance	03/13/2025	03/13/2025	Partially Compliant
4247 ALEX MARIN DR	58-36-676-093	Final-Rear Deck	03/13/2025	03/13/2025	Disapproved
5145 SEYMOUR RD	58-03-533-149	Initial	03/13/2025	03/13/2025	Complied
8012 MAPLE ST	58-02-530-045	Follow Up	03/13/2025	03/13/2025	Complied
8040 MAPLE ST	58-02-530-002	Initial unit 1	03/13/2025	03/17/2025	Violation(s)
7045 BRISTOL RD	58-36-526-066	Letter	03/17/2025	03/17/2025	Violation(s)
3277 ELMS RD	58-30-551-017	Letter	03/17/2025	03/17/2025	Violation(s)
7316 MILLER RD	58-36-300-006	Letter	03/17/2025	03/17/2025	Violation(s)
7346 MILLER RD	58-36-300-008	Letter	03/17/2025	03/17/2025	Violation(s)
7306 MILLER RD	58-36-578-001	Letter	03/17/2025	03/17/2025	Violation(s)
8040 MAPLE ST	58-02-530-002	Initial unit 2	03/18/2025	03/17/2025	Violation(s)
8523 CHELMSFORD DR	58-02-501-038	Ordinance	03/18/2025	03/18/2025	Partially Compliant

# Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7297 BRISTOL RD	58-36-100-007	Ordinance	03/18/2025	03/18/2025	Complied
8077 MILLER RD	58-02-529-025	Final	03/18/2025	03/18/2025	Approved
8439 CAPPY LN	58-02-503-054	Final	03/18/2025	03/18/2025	Approved
9152 CHESTERFIELD DR	58-03-526-018	Final	03/18/2025	03/18/2025	Approved
6218 MILLER RD	58-31-526-016	Site Inspection	03/19/2025	03/19/2025	Partially Comple
8048 MILLER RD 1	58-35-576-039	Ordinance	03/20/2025		
5090 FAIRCHILD ST	58-02-526-081	Ordinance	03/20/2025	03/20/2025	Partially Comple
5200 MORRISH RD	58-02-200-037	Site Inspection	03/20/2025		
7229 MILLER RD	58-36-577-028	Ordinance	03/20/2025		
5173 WINSHALL DR	58-02-503-096	Initial	03/20/2025	03/24/2025	Violation(s)
5185 WINSHALL DR	58-02-503-098	Initial	03/20/2025	03/24/2025	Violation(s)
5404 DON SHENK DR	58-03-579-003	Initial	03/20/2025	03/24/2025	Complied
5120 WINSTON DR	58-02-501-047	Initial	03/20/2025	03/24/2025	Complied
8211 INGALLS ST	58-02-526-025	Follow Up	03/24/2025	03/24/2025	Complied
7296 MILLER RD	58-36-578-002	Follow Up	03/24/2025	03/24/2025	Complied
6071 MILLER RD	58-31-527-001	Follow Up	03/24/2025	03/24/2025	Complied
7524 MILLER RD	58-36-300-019	Follow Up	03/24/2025	03/24/2025	Complied
5111 FAIRCHILD ST	58-02-526-074	Ordinance	03/25/2025	03/25/2025	Partially Comple
5020 FORD ST	58-02-528-009	Ordinance	03/25/2025		
9087 LUEA LN	58-03-626-015	Post Hole	03/25/2025	03/26/2025	Approved
6359 MILLER RD	58-31-100-033	Status	03/27/2025	03/27/2025	Complied
7561 MILLER RD	58-01-502-027	Status	03/27/2025	03/27/2025	No Violation
8247 MILLER RD	58-02-526-061	Ordinance	03/27/2025	03/27/2025	Partially Comple
5911 CROSSCREEK DR	58-36-651-186	Final	03/27/2025		
5027 BRADY ST	58-02-527-015	Final	03/27/2025	03/27/2025	Approved
7514 ELIZABETH CT	58-36-651-052	Final	03/27/2025	03/27/2025	Approved
4247 ALEX MARIN DR	58-36-676-093	Post Hole	03/27/2025	03/27/2025	Canceled
7553 MASON ST	58-36-551-007	Initial	03/27/2025	03/31/2025	Violation(s)
8145 MILLER RD	58-02-527-003	Initial	03/27/2025	03/31/2025	Violation(s)
3277 ELMS RD	58-30-551-017	Status	03/31/2025	03/31/2025	Complied
7168 MILLER RD	58-36-578-019	Progress	03/31/2025	04/01/2025	Partially Approvi

**Inspections: 67**

Population: All Records

Inspection.DateTimeScheduled Between 3/1/2025 12:00:00 AM AND 3/31/2025 11:59:59 PM

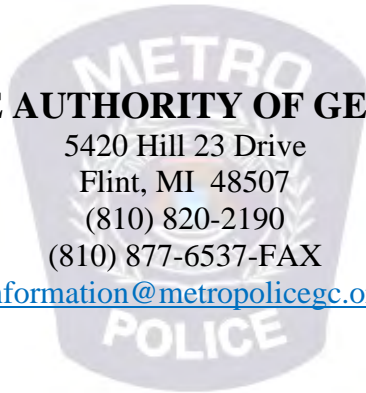
Board Chair  
Nate Henry

Chief of Police  
Matthew Bade

Lieutenant  
Michael Murphy

## METRO POLICE AUTHORITY OF GENESEE COUNTY

5420 Hill 23 Drive  
Flint, MI 48507  
(810) 820-2190  
(810) 877-6537-FAX  
[information@metropolicegc.org](mailto:information@metropolicegc.org)



### Board Members

Nate Henry  
Rae Lynn Hicks  
David Krueger  
Jennifer Stainton  
Danelle Barker  
Michael Odette

### Metro Police Authority Police Protection Unit Report- Q1 2025

The Swartz Creek Police Protection Unit calculation for Q1, 2025 is as follows:

$2887.33 \text{ (hours/PPUs)} / 13 \text{ weeks} = 222.10 \text{ (hours/PPUs) average per week.}$

# Metro Police Authority Offense Summary

## For Swartz Creek

Occurred 2/1/2025 - 2/28/2025

Offense	Total Offenses
1304 - 13002 - Aggravated/Felonious Assault - Non-Family - Gun	1
1313 - 13001 - Assault and Battery/Simple Assault	1
2305 - 23005 - Larceny - Personal Property from Vehicle	2
2609 - 26007 - Fraud - Identity Theft	1
2699 - 26001 - Fraud (Other)	1
2902 - 29000 - Damage to Property - Private Property	2
5006 - 50000 - Obstructing Justice	2
5015 - 50000 - Failure to Appear	1
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	4
8277 - 54003 - Traffic - Registration Law Violations	3
8328 - 54003 - Motor Vehicle Violation	3
9910 - 93001 - Traffic, Non-Criminal - Accident	9
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	11
9913 - 93004 - Traffic, Non-Criminal - Parking Violations	4
9943 - 98007 - Inspections/Investigations - Suspicious Situations	2
9947 - 99002 - Miscellaneous - Natural Death	2
9953 - 99008 - Miscellaneous - General Assistance	4
9955 - 99008 - Miscellaneous - Assist to EMS	1
<b>Total</b>	<b>54</b>

# Metro Police Authority Offense Summary

## For Swartz Creek

Occurred 1/1/2025 - 1/31/2025

Offense	Total Offenses
2305 - 23005 - Larceny - Personal Property from Vehicle	1
2399 - 23007 - Larceny (Other)	1
5005 - 50000 - Contempt of Court	1
5006 - 50000 - Obstructing Justice	1
8271 - 54003 - Traffic - No Operators License	2
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	1
9910 - 93001 - Traffic, Non-Criminal - Accident	14
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	3
9913 - 93004 - Traffic, Non-Criminal - Parking Violations	5
9943 - 98007 - Inspections/Investigations - Suspicious Situations	1
9948 - 99003 - Miscellaneous - Missing Persons	1
9953 - 99008 - Miscellaneous - General Assistance	2
<b>Total</b>	<b>33</b>

# Metro Police Authority Offense Summary

## For Swartz Creek

Occurred 3/1/2025 - 3/31/2025

Offense	Total Offenses
1313 - 13001 - Assault and Battery/Simple Assault	2
2999 - 29000 - Damage to Property (other)	1
4899 - 48000 - Obstruct Police (Other)	1
5015 - 50000 - Failure to Appear	1
8271 - 54003 - Traffic - No Operators License	1
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	1
9910 - 93001 - Traffic, Non-Criminal - Accident	1
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	2
9913 - 93004 - Traffic, Non-Criminal - Parking Violations	1
9942 - 98006 - Inspections/Investigations - Family Trouble	1
9943 - 98007 - Inspections/Investigations - Suspicious Situations	1
9944 - 98008 - Inspections/Investigations - Lost and Found Prop	4
9945 - 98009 - Inspections/Investigations - Drug Overdose	1
9953 - 99008 - Miscellaneous - General Assistance	3
9954 - 99009 - Miscellaneous - Non-Criminal	1
<b>Total</b>	<b>22</b>

**Subject:** 2025/2026 Salt

Good morning~ The 25/26 FY will be the 3<sup>rd</sup> year of our 3 year agreement with Detroit Salt for Bulk Rock Salt. Our cost per ton within Genesee County is \$69.35 and the cost per ton within Livingston County is \$68.17. You will order directly from Detroit Salt just as you always have.

Thank you!

Stephanie Jaeger

Genesee County Road Commission

211 W. Oakley Street

Flint, MI 48503

(810) 767-4920 ext 271



**CITY OF SWARTZ CREEK**

**ORDINANCE NO. \_\_\_\_\_**

An ordinance to amend Article VIII of Chapter 10 of the Code of Ordinances by adding thereto a new section prohibiting fighting in schools.

**THE CITY OF SWARTZ CREEK ORDAINS:**

**Section 1. Amendment of Article VIII of Chapter 10 of the Code of Ordinances by adding thereto a new section 10-266 entitled Fighting in Schools.**

The City Council hereby amends Article VIII of Chapter 10 of the Code of Ordinances by adding thereto a new section 10-266, entitled Fighting in Schools, to read as follows:

**Sec. 10-266 Fighting in Schools**

(a) Definitions.

**FIGHTING.** Personal violence between two or more persons which includes, but is not limited to, punching, grabbing, wrestling, pulling, shoving, slapping, or other un-consented physical contact or threat of physical contact.

**SCHOOL FIGHTING.** Fighting during school, any event held before school, any event held after school, or any social or sporting event hosted at school.

**SCHOOL PROPERTY.** The real property owned or leased by a school, including, but not limited to, property used for a school sponsored event, a bus, school provided transportation, or any location during transfer to and from school or any school sponsored or related event. **SCHOOL PROPERTY** includes property not owned by the school, where a school sponsored event is occurring, including adjacent parking areas or other areas used for travel to the location of the event.

(b) Prohibited conduct. No person shall engage, participate or otherwise be involved in any school fighting or fighting on school property.

(c) Penalty. Any person(s) failing to comply with this section is responsible for a civil infraction, punishable by a fine of not more than \$200, plus costs and any court ordered remedial requirements. A second offense or subsequent violation shall result in a fine of up to \$500, plus costs and any court ordered remedial measures. Should the court order any remedial measures, including but not limited to community service and/or anger management classes, the person(s) ordered to participate in the remedial measures are responsible for any and all costs associated with said remedial measures.

**Section 2. Effective Date.**

This Ordinance shall take effect 30 days following publication.

At a regular meeting of the City Council of Swartz Creek held on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, \_\_\_\_\_ moved for adoption of the foregoing ordinance and \_\_\_\_\_ supported the motion.

Voting for:

Voting against:

The Mayor declared the ordinance adopted.

\_\_\_\_\_  
Nate Henry  
Mayor

\_\_\_\_\_  
Renee Kraft  
City Clerk

**CERTIFICATION**

The foregoing is a true copy of Ordinance No. \_\_\_\_\_ which was enacted by the Swartz Creek City Council at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Renee Kraft

Otterburn Park Improvements  
City of Swartz Creek  
TF24-0061

**Progress Report**  
4-15-25

**Work completed:**

- Topographic survey, base map, layout
- Restroom/ pavilion/site furnishing options
- Meeting with Genesee County Metropolitan Planning Commission for coordination on HUD grant (they will provide an environmental review using SHPO reporting provided through ROWE's contract)
- Internal ROWE project kick off meeting and qa/qc process
- Coordinating sub agreements and initiating archeological review and geotechnical work

**Work in progress**

- Review 30% cost /layout with park board and preferences on items  
Questions:  
-Preferences for pavilion  
-Preferences on restroom (match Depot details), seasonal, storage?  
-Drinking fountain

**Action items for City:**

- The city will provide HUD form SF-1199A, narrative and budget, register for a Unique Entity ID, and establish/maintain the DRGR account.
- Proceed with preparing grant agreement documents for MDNR

**Next steps:**

- Revise plans, provide for confirmation and proceed with final design
- Check in with the drain commission; some storm detention expected on the s/e corner of the site

**SCHEDULE**

The following approximate schedule is anticipated for the project:

Notice to Proceed	January 2025
<u>Preliminary Design</u>	<u>February-April 2025</u>
Final Design	May-July 2025
Bidding and Award	September-October 2025
Construction	Fall 2025-Spring 2026