

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, April 25, 2022, 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:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
 - 4A. Council Meeting of April 11, 2022 MOTION Pg. 36
 - 4B. Closed Session Council Meeting of April 11, 2022 MOTION Hardcopy
5. **APPROVE AGENDA:**
 - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
 - 6A. City Manager's Report MOTION Pg. 8
 - 6B. Staff Reports & Meeting Minutes Pg. 43
 - 6C. Hometown Days Application and Materials Pg. 54
 - 6D. Jeepers Creekers Application (Craft Show Food Truck Events) Pg. 95
 - 6E. Policy Drafts (MDOT Sign, Special Event, Food Trucks, & Parade) Pg. 98
 - 6F. Atlas North Police Service Agreement & Letter Pg. 106
 - 6G. Special Assessment List Pg. 110
 - 6H. Car Show Applications Pg. 111
 - 6I. Draft Budget Link
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. Hometown Days Permits RESO Pg. 25
 - 8B. Jeepers Creekers Food Truck Permits RESO Pg. 29
 - 8C. Fiscal Year 2023 Budget Hearing RESO Pg. 30
 - 8D. Parade, Special Event, Food Truck, and MDOT Sign Polies RESO Pg. 30
 - 8E. Appointments RESO Pg. 31
 - 8F. Atlas North Police Agreement RESO Pg. 32
 - 8G. Preliminary Special Assessments RESO Pg. 32
 - 8H. Swartz Creek Chamber Car Show Permits RESO Pg. 33
 - 8I. Closed Session (Tax Appeal & Property Disposition) RESO Pg. 34
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 35

Next Month Calendar

Metro Police Board:	Wednesday, April 27, 2022, 10:00 a.m., Metro HQ
Planning Commission:	Tuesday, May 3, 2022, 7:00 p.m., PDBMB
Park Board:	Wednesday, May 4, 2022, 5:30 p.m., PDBMB
City Council	Monday, May 9, 2022, 7:00 p.m., PDBMB
Downtown Development Authority:	Thursday, May 12, 2022, 6:00 p.m., PDBMB,
Fire Board:	Monday, May 16, 2022, 6:00 p.m., Public Safety Building
Zoning Board of Appeals:	Wednesday, May 18, 2022, 6:00 p.m., PDBMB
City Council:	Monday, May 23, 2022, 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 25, 2022, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **April 25, 2022** starting at 7:00 p.m. and will be conducted virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 and rules promulgated by the Michigan Department of Health and Human Services.

To comply with the **Americans with Disabilities Act (ADA)**, any citizen requesting accommodation to attend this meeting, and/or to obtain the notice in alternate formats, please contact Connie Olger, 810-429-2766 48 hours prior to meeting,

Zoom Instructions for Participants

To join the conference by phone:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID** number (also provided below) when prompted using your touch-tone (DTMF) keypad.

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provide below. The details include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

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

You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided below.

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

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

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



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

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

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

Connie Olger is inviting you to a scheduled Zoom meeting.

Topic: Swartz Creek City Council Meeting

Time: April 25, 2022 07:00 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 concern, please contact 810-429-2766 or email colger@cityofswartzcreek.org.

A copy of this notice will be posted at City Hall, 8083 Civic Drive, Swartz Creek, Michigan.

CITY OF SWARTZ CREEK VIRTUAL (ELECTRONIC) MEETING RULES AND PROCEDURES

In order to conduct an effective, open, accessible, and professional meeting, the following protocols shall apply. These protocols are derived from the standard practices of Swartz Creek public meetings, Roberts Rules of Order, the City Council General Operating Procedures, and other public board & commission procedures. These procedures are adopted to govern participation by staff, councilpersons and members of the public in all City meetings held electronically pursuant to PA 228 of 2020. Note that these protocols do not replace or eliminate established procedures or practices. Their purpose is to augment standing expectations so that practices can be adapted to a virtual meeting format.

The following shall apply to virtual meetings of the city's public bodies that are held in accordance with the Open Meetings Act.

1. Meetings of the City Council, Planning Commission, Zoning Board of Appeals, Downtown Development Authority, Park Board, or committees thereunder may meet electronically or permit electronic participation in such meetings insofar as (1) the Michigan Department of Health and Human Services restricts the number of persons who can gather indoors due to the COVID-19 pandemic; (2) persons have an illness, injury, disability or other health-related condition that poses a risk to the personal health or safety of members of the public or the public body if they were to participate in person; or (3) there is in place a statewide or local state of emergency or state of disaster declared pursuant to law or charter by the governor or other person authorized to declare a state of emergency or disaster.
2. All meetings held hereunder must provide for two-way communication so that members of the public body can hear and respond to members of the general public, and vice versa.
3. Members of the public body who participate remotely must announce at the outset of the meeting that he/she is in fact attending the meeting remotely and by further identifying the specific physical location (by county, township, village and state) where he/she is located. The meeting minutes must include this information.
4. Notice of any meeting held electronically must be posted at the City Offices at least 18 hours before the meeting begins and must clearly explain the following:
 - (a) why the public body is meeting electronically;
 - (b) how members of the public may participate in the meeting electronically, including the specific telephone number, internet address or similar log-in information needed to participate in the meeting;
 - (c) how members of the public may contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting;

- (d) how persons with disabilities may participate in the meeting.
- 5. The notice identified above must also be posted on the City's website homepage or on a separate webpage dedicated to public notices for non-regularly scheduled or electronic public meetings that is accessible through a prominent and conspicuous link on the website's homepage that clearly describes the meeting's purpose.
- 6. The City must also post on the City website an agenda of the meeting at least 2 hours before the meeting begins.
- 7. Members of the public may offer comment only when the Chair recognizes them and under rules established by the City.
- 8. Members of the public who participate in a meeting held electronically may be excluded from participation in a closed session that is convened and held in compliance with the Open Meetings Act.

MAINTAINING ORDER

Public body members and all individuals participating shall preserve order and shall do nothing to interrupt or delay the proceedings of public body.

All speakers shall identify themselves prior to each comment that follows another speaker, and they shall also indicate termination of their comment. For example, "Adam Zettel speaking. There were no new water main breaks to report last month. That is all."

Any participants found to disrupt a meeting shall be promptly removed by the city clerk or by order of the Mayor. Profanity in visual or auditory form is prohibited.

The public body members, participating staff, and recognized staff/consultants/presenters shall be the only participants not muted by default. All other members must request to speak by raising their digital hand on the virtual application or by dialing *9 on their phone, if applicable.

MOTIONS & RESOLUTIONS

All Motions and Resolutions, whenever possible, shall be pre-written and in the positive, meaning yes is approved and no is defeated. All motions shall require support. A public body member whom reads/moves for a motion may oppose, argue against or vote no on the motion.

PUBLIC ADDRESS OF COUNCIL

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

- 1. Each person who wishes to address the public body will be first recognized by the Mayor or Chair and requested to state his / her name and address. This applies to staff, petitioners, consultants, and similar participants.

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

VOTING RECORD OF PUBLIC BODIES

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

City of Swartz Creek
CITY MANAGER'S REPORT
Regular Council Meeting of Monday, April 25, 2022 - 6:00 P.M.

TO: *Honorable Mayor, Mayor, Pro-Tem & Council Members*
FROM: Adam Zettel, City Manager
DATE: April 19, 2022

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **MICHIGAN TAX TRIBUNAL APPEALS** (*Business Item*)

The city approved the appraisal for the Meijer Store, and our appraisal has been submitted to the MTT for initial review. We have a prehearing conference on May 3. The value determination is about \$11M. The petitioner appraisal came in a little over \$7.1M. While the difference is quite large, the gap on this valuation is substantially lower than the initial petition.

Meijer's attorney rejected the offer to split the difference on the grounds that it would not save Meijer on tax expenses. We have been working on counter offers that would be agreeable to the petitioner and remain in the public benefit. Both parties must consider implications to taxable value as fanatically consequential, in addition to the obvious assessment of true cash value. With the understanding that both parties have current and prospective legal costs in a trial, a compromise makes sense. We have a strategy we wish to go over in closed session.

See the July 26, 2021 report for details on the Meijer appeal.

We continue with an appraisal of Family Farm and Home. This is for an appeal filed last year.

✓ **STREETS** (*See Individual Category*)

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

The Morrish Road project (including a mid-block crossing at Applecreek & a left turn lane on Fortino) is underway. This is a federally supported project that is being overseen by the MDOT. Prices came in lower than expected, which is the good news. The detour that has been set up to accommodate the one-way traffic allowance is a pain. We have attempted to mitigate this, but the traffic engineering guidance used by the engineers and MDOT is unforgiving. The good news is that we hope to finish ahead of schedule (late June).

Applications for the next round of TIP have been submitted for Seymour and Miller (Morrish to N. Seymour). We appear to have secured funding for Miller Road, with Seymour coming in very close to being funded as well. This is not a final funding report, but we have a good feeling with the draft rankings. With Seymour NOT being funded, we approved a bid to resurface the street using local monies only.

✓ **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.

The city has approved bids to resurface the civic parking lot, Bristol (Elms to West city limit), Seymour Road, and Hill Road. We do not have a timeline on this yet. I expect to have a contractor agreement and a pre-construction meeting with them soon. For obvious reasons, Bristol will have to wait until the detour for Morrish is lifted. Unfortunately, this street really buckled this year.

Note that Miller Road, though bid in this process, has been accepted by the regional planning commission for federal funds. We hope it gets in the hopper for 2024.

In other news, some restoration on 2021 projects will occur in the spring, and lighting will require some work on Consumers Energy's end. Otherwise, we are in good shape!

OHM is preparing preliminary engineering for the remainder of Winchester Village and Winchester Woods. This is a very large scope of work. If we were not pursuing the USDA phase II, we would likely engineer a single street, perhaps Greenleaf. However, with the USDA funding prospect, it is possible that we will have a much larger scope of work to complete in the two year performance period.

We will report the status of the USDA grant so that we can better plan for future projects.

✓ **BRIDGE WORK (Update)**

We are cooperatively bidding work for the Elms Road bridge with the Genesee County Road Commission. The work required consists of an epoxy overlay on the Elms Road bridge. This work was called for during the last bridge inspection. The proposal from the GCRC indicates that the total cost is expected to be \$25,000. Because this is being bid with about a dozen other county bridges, we expect the cost to be lower.

The county sent notice that they are seeking late summer construction. I will update the council with the bid results and timeline. The potential for lane closures or detours is unknown, but the project will be brief in duration.

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

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

A large lining program is underway. This will finish up most of downtown and include Miller, from Elms to Morrish. Televising of lines is occurring now. Once complete, the lining will commence.

We held off on cleaning and inspections for future lining projects for the time being. When we consider our recent discussions regarding a jetting truck, it might be best to consider these only after we know if we are to do them in-house or with a

contractor. Note that we are still looking at costs for in-house vs contracted cleaning. See the “sewer truck” section below for details.

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

The west Miller, Morrish, Bristol Road, and Village segments are complete. The contractor is completing the add-on component of USDA phase I, which is the Miller Road segment from Raubinger to the Masonic Lodge. They are currently addressing some curb settling on Miller, as well as performing landscaping rehabilitation.

OHM is finishing an application for another round of USDA grant/loans. We have completed the 2025 theoretical budget and rate study. A public hearing was also held. No action is required now, but I expect our bond counsel (Miller Canfield) will advise us to pass a resolution that will enable expended funds to be bond/grant eligible in the near future.

This project will help us afford the remainder of the Winchester Village Streets:

- Greenleaf
- Winshall
- Durwood
- Norbury
- Whitney
- Seymour (partial section only)

To align our water main and street projects, we needed to skip street reconstruction in 2022 so that the USDA process is ready to go. The upside is that 2023 and 2024 could see the total completion of all Village water main and streets. Doing so will also require another street bond (funded with existing revenues). This is something we can probably arrange for ten years like we did with the first segment of road work.

If the USDA application is approved, we will know our obligations towards additional notes or access to grants. We can then formalize a workable financial and construction plan to finish the Village streets and water main. Note that we seek preliminary engineering for the streets at this meeting (not water main at this time).

As presented by the GCDC on April 12, the new county Master Plan includes a northern loop and southern loop option to provide redundancy and stability to the system. This is good news since Gaines and Clayton Township rely on the overstressed Miller line. There will not be any cost participation by the city, but the timeline is unclear. There are rumors that recovery act funds may be put forth to accelerate a loop.

The city is revisiting an effort to work with the county to abandon the 8” Dye Road water main in the vicinity of the rail line (west side of Dye). This line is prone to breaks, which can be very costly and dangerous near the rail spur. The intention would be to connect our customers to the other side of the street, onto the county 16” line. It appears the transition cost would be about \$25,000. Mr. Harris and I

have learned of the needs from the county and are ready to proceed. We may look to add this as USDA work or bring back a separate proposal. Note that the city line will be abandoned, but the city will still retain the customers.

✓ **WATER SYSTEM MASTER PLAN** *(No Change of Status)*

The water reliability study has been submitted to the state. They are reviewing the document and will provide feedback. They have been doing so since September. We are seeking an update so we can move on with our lives. Once finalized, we can integrate the findings into the city capital improvement plan.

✓ **COMMERCIAL METERS AND TRANSPONDERS** *(No Change of Status)*

Rob is purchasing about \$10,000 worth of commercial meters. This is in the budget. The age of many of these are starting to raise flags concerning accuracy and reliability. We have definitely had some reliability issues with the larger meters at the schools.

We are just now pricing mechanical and ultra-sonic meters. The idea was to invest big and replace a majority of such meters in one swoop. However, we are now opting to buy them incrementally and replace them with our staff as time permits. With this program established, we will remove this section of the update from future reports.

In related news, the technology is available and affordable to move to a live read system for the entire community. This will enable all accounts in the city to be read at any time from city hall. Meters will also track data in increments of just a few minutes, and self-report abnormalities to the city. Such reports would include backwards flow, leaks, and high usage.

This system would cost under \$100,000 to install and would save substantially on routine reads, final reads, and troubleshooting. It would also save city customers tens of thousands of dollars each year in leaks (this will also reduce property damage). I am in favor of this transition. I think it makes financial sense and is a great customer service.

I have previously attached the proposal from our meter supplier. Staff will look to include the cost for this conversion in the next budget and see how things shake out. In the meantime, I have been in contact with the legal department of the tower owner at 4355 Elms Road. I hope to affirm access rights soon.

✓ **STORM WATER MANAGEMENT** *(No Change of Status)*

We continue to move forward with formalizing more rigorous storm water management practices. This effort follows our agreement with DLZ providing inspection services, policy guidance, and training as a means to comply with state mandates and to ensure quality environmental outcomes related to storm water.

On February 22nd, we underwent our first audit of our storm water management practices and documentation. This includes our inspection and maintenance practices related to facilities and drains, construction standards, and testing of outfalls. Overall, the audit went well. However, there happened to be an unknown

event occurring at the DPS during the inspections (hydraulic leak from a dump truck). The inspector is also not happy with our salt storage barn and aggregate parking lot. We may see some corrective action letters in the near future.

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

The last of the lots acquired prior to the special assessment have been sold. The city also has two more lots that were acquired through the tax reversion process. There is interest by the builder to proceed with acquisition and construction. This would finally clear us of the subdivision and put the association in a better position to build membership and dues for their operations.

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

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

The spring newsletter is out for print. We covered summer construction, important dates, storm water education, and routine spring notices on services.

✓ **CONSTRUCTION & DEVELOPMENT UPDATE** (*See Individual Category*)

This will be a standing section of the report that provides a consolidated list for a brief status on public and private construction/developmental projects in the city.

1. **(Update) The Genesee Valley extension bids have been accepted.** They are higher than anticipated. Fortunately, we have \$400,000 extra in ARPA coming from the county. We will still be looking at about \$200,000 in local match. This is in the wheelhouse of our original projections. As of writing the SRTS project appears to be a 2023 project.
2. **The raceway owner is still considering racing.** The state has more bills in the works. We should know something soon. As a backup plan, the owner will be looking to repurpose the site and cooperate with our master plan process. For now, they have a temporary zoning permit to store surplus vehicles for GM. See details below.
3. The school appears to be actively seeking demolition bids for **Mary Crapo**. My understanding is that the school has some unmet playing field or recreational needs, and they may be looking to locate some facilities or courts to this site. While the demolition of the school would deny the community a contributing historic structure, I do not see a viable and predictable way to reuse the site. For my part, I think the scale of rehabilitation of this building and any subsequent use is far beyond the city's resources. I see this as an issue for the school and broader community, especially given our current deferred maintenance needs within our parks.
4. The **school bond** passed and many improvements have occurred and many are expected throughout the district. The school is currently seeking approval from the county for additional improvements and paving at the middle and high schools. Total investment for this effort will exceed \$50 million over two to three years. The improvements so far are very impressive, especially what is

occurring at the middle and high schools. The project is likely to result in another access to Cappy Lane for the high school. It also appears that the school will be adding a walking path on their high school campus that should be integrated with other pedestrian features.

5. **Street repair in 2021** is done! Morrish Road is underway, and the other resurfacing work (Hill, Seymour, part of Bristol, and the civic parking lot) has also been approved!
6. The **Apple Creek Station** development of 48 townhomes is on hold due to construction material availability and cost. They continue to seek final review by the county. If there is no change in status by the end of the year, we will remove this from future reports. These units range in size from 1,389 to 1,630 square feet, with garages. Construction will occur on vacant land in the back of the development, by Springbrook Colony. Site engineering plans have just been submitted by the owner. Rents are expected to be about \$1.00 per square foot (~ \$1,600 a month) which matches rents in Winchester Village.
7. The **Brewer Condo Project** is proceeding with building construction at this phase. The project includes 15 townhome condos off Morrish Road in downtown. They are approximately 1,750 square feet, with two car garages and basements. Not everyone is a fan, but we believe it will be a positive addition to the downtown in the long run.
8. The next **Springbrook East** phase is under construction. They have pulled many home permits. There is currently an issue with a home that is under construction, with said home being placed outside the building footprint. A hearing on the variance was held on October 20th, and all dimensional variances were approved. We are requiring staking of all building footprint and foundation walls prior to commencement.
9. The **southwest corner of Elms & Miller** is seeing some increased activity. This is likely due to the consolidation of two more properties at a recent auction, greatly expanding the available footprint.
10. **Diesel Pros** is going to be seeking a site plan approval that will enable them to rebuild on Morrish Road after the fire in December.

✓ **TAP/DNR TRAIL** (*Update*)

The Genesee Valley extension has bids in and we are proceeding. The bids are 40% higher than the estimate at \$1,358,174.40. Fortunately, we have \$400,000 extra in ARPA coming from the county. We also have \$300,000 from the DNR and \$568,012 from the MDOT. Summarily, we have \$1,483,174.40 of estimated expenses (with construction engineering) and \$1,268,012 in revenues, requiring \$215,162.40 in local match. Though we were hoping for a lower bid that required no local match, this level of participation is in the wheelhouse of our original projections. Note that 15% of the out-of-pocket is likely to be prorated to Flint Township, bring our contribution to about \$182,000.

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

We appear to have an agreement on the last of the four easements that are required for this project. Three have been signed already (school, Kincaid fair grounds, and Kincaid Apartments). We expect to sign on the fourth very soon.

Preliminary engineering is underway. This project is likely to be done in 2022, or 2023. There is still a chance that this will be combined with the TAP/DNR project.

This is a substantial grant for another \$650,000+ for trails and walkways in the community! This will enable installation of paths near the middle school, Elms, and Syring for student safety. These connections will also enhance our trail network.

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

Burrito Bros, 8013 Miller, is applying for the Development District Liquor License, which the council supported. This process is taking longer than anticipated, but there is progress. The state office is struggling with staffing.

We also submitted a grant on behalf of this business for the MEDC Match on Main grant. This grant has been awarded and will result in up to \$25,000 for investments in their downtown location (former Daves)! If so, we expect to activate the outdoor dining area! As of writing, we have requested reimbursement.

The master plan is proceeding, and the city received the funds in September 2021, to assist with this (\$30,000). The MEDC continues to offer much in-kind support to our efforts.

Our community needs to find specific projects to exercise a crowd funding match for a public place enhancement. This is a big deal and can provide up to \$50,000 towards a downtown project!

A link to this program is here: <https://www.miplace.org/programs/public-spaces-community-places/>

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

The Wade Street property is in the flood plain. J.W. Morgan was looking at it, but they have their hands full elsewhere, and this is a marginal site. I think we should consider looking to sell the property to a neighbor or having a home built ourselves. For the later option, I suspect we will not get our money back in the sale. However, we can take a tax exempt property with annual maintenance costs and put it on the tax rolls. Doing so would provide over \$1,000 a year to our respective local levies & assessments...forever.

✓ **8002 MILLER** (*Business Item*)

The tenant is due to be out by May 1. However, there is a proposal that the council can consider to address this lease and property.

The attorney and I will provide some details regarding this real estate transaction to the city council in a closed session. The reasoning is to protect the interests of both the city and tenant as we navigate the proper course.

✓ **CDBG** (*No Change of Status*)

Applications were submitted for the 2022-2024 cycle which will go towards senior services and new downtown residential neighborhood sidewalks. We signed updated

agreements to receive and use these funds on September 2nd. Work will be in 2023 for the downtown sidewalks though.

✓ **GIS MAPS (Update)**

The initial GIS mapping we ordered from ROWE is incomplete. We are meeting with them on the 25th to advance the mapping and identification of assets, including storm basins, hydrants, valves, pipes (water, sewer, and storm). Once complete, we anticipate being able to update most asset information in-house.

✓ **DISC GOLF (Update)**

Otterburn Park is a work in progress. While many features of the site have had much work done (sledding hill, parking lot base, and fairway grading/mowing), there is still a lot to do. We need to get a top covering (probably asphalt millings) for parking, seed the sledding hill, perform some drainage work, and consider future pavilion options. To help get this off the ground, I have applied to Dan Kildee's office for funds to complete all these tasks. This has been a popular project that has grown in scale and has a pronounced regional need. Hopefully, we can get something going.

If not, the volunteers are very active, the city has committed funds, and the Farmer family still has an interest in committing funds as well. We should be able to get the park up and running in some form in 2022.

The disc golf committee has been working hard to place holes for baskets, clear fairways, and raise funds. They have been out there doing some very intense volunteering in October. They are proposing another fundraiser for May 22. I am working with the contractor to set the table for this.

✓ **MASTER PLAN UPDATE (No Change of Status)**

The 42 day review period has commenced. The public hearing will be held on May 23rd. During the public review period, the plan can still be amended at will. Affirmation of approval is to be done by the planning commission AND city council down the road. A resolution is included with the packet to engage in formal distribution.

✓ **RACEWAY (No Change of Status)**

I met with ownership the week of the 14th. They are looking to proceed with reuse of the site, probably in the industrial realm. The likelihood of thoroughbred racing is very small. There may be a desire to test the waters of the community concerning the acceptance of industrial cannabis operations. We may see a concept plan for reuse this summer.

✓ **PAVILION COMMITMENT (Update)**

The city council has committed to installing a pavilion at Otterburn Park, including a commitment of \$20,000. I have reached out to four area builders about the creation of a concept and pricing thereof. A large pavilion with bathrooms and power will run at least \$150,000, plus site work and utilities.

We have the option to go with a more basic concept, which is to be a 30x40 slab with a pole barn style pavilion. No restrooms, power, or other features are included with this.

I will see what Mr. Kildee's office might think of investment in this project. If that does not seem to be coming to fruition, we will need to work with the park board and Farmer family on a phase I concept that is affordable.

✓ **WATER OPERATIONS SERVICES** *(No Change of Status)*

We are in a position to proceed with an agreement with the GCDC-WWS to supply operational services to the city regarding the water distribution system. This has enabled us to have a broader array of options in selecting the next DPW Director. However, there is no rush to act quickly. We have the ability to take our time further study and consider options. One of the first items of business as we onboard a new director is to consider this option. I will keep the council informed.

✓ **SECURITY CAMERAS** *(No Change of Status)*

We got a second proposal on cameras, including system design advice (locations, coverage, etc.). It is much higher. I also got pricing from Comcast on high-speed internet to the site. At first, they wanted us to run fiber, but this would have been over \$1,000 a month. I requested coaxial pricing, which appears to be about \$300 a month. At this point, it appears that connectivity is best achieved through the wired system (Xfinity) instead of 4G.

We are looking at pricing to run conduit in the park. This will have the benefit of providing power (potentially) to additional pavilions. It is also essential if we are to power cameras and provide a feed to the recording device. Once complete, we can better plan for a security system.

As we consider the initial cost for security cameras, conduit, installation, and the monthly cost to operate the broad band and camera service, I think we are getting into territory where the security is costing more than the issues we are attempting to prevent. I will have this discussion with park board, but at a cost of about \$15,000 to install, and about \$5,000 a year to operate, we might be better off with the gates alone.

✓ **AMBULANCE SERVICE** *(No Change of Status)*

It appears that Genesee County 911 is going to be recognizing dedicated municipal ambulance service. They accepted all local resolutions (11 municipalities) at their meeting on March 8th. Swartz Creek approved a resolution an agreement at the regular meeting on March 14th. The agreement has been executed and the resolution sent to 911. I will keep the city council informed of this process.

✓ **LABOR AGREEMENTS** *(Update)*

The AFSCME agreement is due to be negotiated this spring, with a start date of July 1, 2022. We have held our first bargaining negotiation. Agreements for exempt employees are also due, though these will be individual in nature. Our efforts with this round of negotiations are to find ways to attract and retain talent, with the understanding that wages are only one piece of the puzzle and the modern workforce is much more attentive to working conditions such as flex time, remote work opportunities, independent job management, and new opportunities.

✓ **CAR SHOW** *(Business Item)*

The Jeepers Creekers non-profit group had council approval to host monthly car shows in downtown Swartz Creek. The proposal is to close Holland Drive, Holland Square, and Miller Road (Morrish to Hayes) on the fourth Thursday of May (26th), June (23rd), July (28th), August (25th), and September (22nd). The closure would be from 5pm to 9pm.

Jeepers Creekers withdrew their application on April 11th. At this time, there is no valid approvals for a car show in the community.

However, the organizers of the event are looking to work with the chamber and to form their own charitable entity in order to re-apply to hold these events. The Swartz Creek Chamber is now seeking approvals matching the prior application, however, I am seeking to forgo the May show due to the detour. We have been in discussions with the Chamber and organizers about this, and the matter continues to evolve. I am including the applications and a resolution for the show. The applications, as of writing, have not been formally signed or reviewed by the PD or DPW.

Note that the DDA has conditionally committed to sponsoring a car show in the community, provided that the charitable entity is able to acquire proper council permissions.

✓ **FIRE DEPARTMENT BUDGET** (*No Change of Status*)

I have nothing new to report for this meeting. I am going to make every effort to attend future fire board meetings. Other folks are welcome to do so. They are the third Wednesday of the month. The previous report follows. I will remove the original report from future packets.

It appears that Clayton Township has formally resolved to increase the budget of the fire department to provide a \$1.50/hour wage increase to the firefighters. I do not have details concerning which firefighters, effective date, or the total budget adjustment value. In fact, I have heard from a number of sources, verbally, that the \$1.50 per hour increase is supposed to be \$1.50 from each unit, totaling \$3.00/hr. This is very unclear.

Clayton Board minutes are attached, but they contain few details. My reading of the interlocal agreement indicates that fire board must request such budget adjustments. I also do not believe the city or township can adjust wages, even with good intentions. To get a better understanding of the situation, I met with the fire chief and township supervisor on the 25th. We accomplished much. It appears that there is general agreement that firefighter compensation increases may have merit. However, it would be best served if the fire department and board studied and recommended a course on this.

Given that this is a contract update year for the department and that the next budget will be under review by summer, there will likely be agreement to take some time to review things. My understanding is that the township will look to extend the discussion and review of wages in the coming months, so there is not a need to act at this time. Furthermore, we are aware of pronounced, unfunded equipment needs for the department. These needs compete with available funds and will be considered concurrently with the wage/compensation question.

With that said, there has definitely been some consternation about the process taken to get us here. However, I believe any friction can be managed with the understanding that the city and township are agreeable to working together, with the fire department, to recommend a course of action for the coming budget that thoroughly addresses wages and equipment funding concerns.

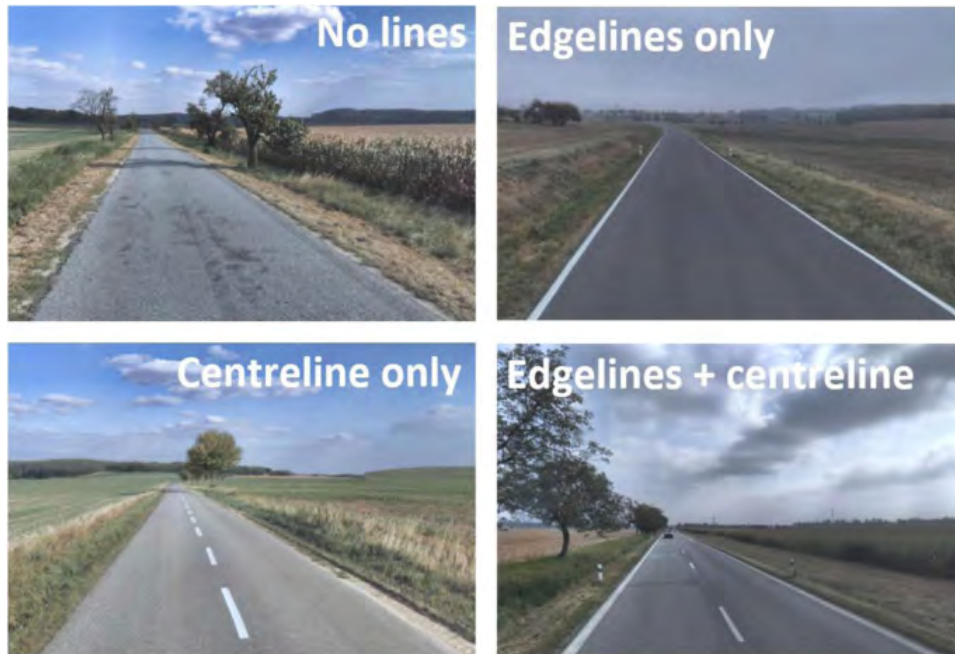
✓ **INGALLS STREET REPORT-SPEEDING (Update)**

There continues to be an initiative to add a stop sign on Ingalls Street. I am including an opinion from Metro PD on the matter soon. Their report indicates that there are no pressing safety concerns. Keep in mind that all streets and intersections pose a danger. However, their findings do not indicate that the intersection of McLain nor the speeds on Ingalls are noteworthy nor is speed or safety likely be improved by any reasonable means.

That being said, we continue to pursue an inviting community, including walkable neighborhoods, safe streets, and quiet environments. As such we have been engaging in traffic calming measures and the additional walkways wherever we can. This presents an opportunity. After street resurfacing is completed this summer, we will be striping the streets with standard pavement markings. We believe there are two opportunities to engage in traffic calming by narrowing the road widths using the markings. We believe that marking Seymour Road in this way (instead of the wide north bound lane) and marking Ingalls in this way will help with speeds.

Seymour used to accommodate on street parking, but MDOT disallowed this during the last federal paving job. However, the wide lane remains. Ingalls still offers on street parking, but it is almost never used. If the council is agreeable, we can enact a traffic control order to remove on street parking on Ingalls and remark it. Note that on street parking is not very viable because there are exclusions on overnight parking and parking during school start and stop times.

The image below captures how markings can further define and visually narrow lanes, reducing speeds. Currently, there are no markings on Ingalls,, so adding center and edge lines should help. We also have the option to place 'slow' markings in select areas as part of a comprehensive program.



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

✓ **MONTHLY REPORTS** *(Update)*

We have routine departmental reports for review.

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

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

The Planning Commission met on March 8, 2022. A complete draft of the master plan was thoroughly vetted. Numerous changes and updates were added. The commission voted to recommend distribution of the plan by the city council for public review, contingent upon the changes.

The planning commission did not meet in April due to a lack of agenda items. I do expect to have a site plan for the former Diesel Pros on Morrish Road soon.

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

The DDA met on April 14th. They conditionally agreed to a \$1,000 sponsorship of the car show, should council approve a new application. They also approved a tentative budget, which includes payment of the streetscape note, movies, facades, the MDOT sign program, and reserves for tax appeals. Lastly, they recommended approval of a number of policies that they have been reviewing for a few months (see below).

✓ **ZONING BOARD OF APPEALS** *(Update)*

There was not an April meeting. The ZBA met on March 16th for their annual meeting. The board retained the same panel of officers, with Mr. Packer as chair, Mr. Plumb as vice-chair, and Mr. Smith as secretary. Board members also participated in virtual ZBA training provided by the Michigan Association of Planning training on March 15th.

✓ **PARKS AND RECREATION COMMISSION** *(No Change of Status)*

The Park Board met on April 6th. The park board reviewed a list of park plan items that are to be included in the FY 2023 budget. They also considered renaming of Bicentennial Park. At this time, there is not a consensus to rename the park, nor what that name might be. However, based on public input and board input, Mike Shumaker might be a desirable choice. There was some thought of a skate park where the Abrams tennis courts are, but there was not any further action.

Their next meeting is May 4 at the city office.

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

The Board of Review held meetings on March 21st from 9am-12pm & 6pm-9pm, and March 22nd & 23rd 9am-12pm. During these sessions, they contestations of value for residential parcels and considered many veteran exemptions.

✓ **CLERK'S OFFICE/ELECTION UPDATE** *(No Change of Status)*

The election preparation for August is rolling. The ballot containers were certified at the county on April 4th and the election tabulators had maintenance done on the 11th. The absentee ballot applications will be going out in May to all the requested permanent absentee voters. The deadline for the council petitions has now passed, it was April 19th @ 4 p.m. We received 4 affidavits/petitions, precinct 1, 2, 3 and 1 for the at large opening. Reminder we now have mail trays setup in the council chambers above the coat rack for councilmembers mail.

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

The Miller Road water Main project is continuing to move toward completion. Soft surface final restoration has been competed and they have removed any damaged curb and will replace that starting 4/22/2022.

The Morrish Road paving project has started. Morrish will have northbound one-way traffic only for the first half of the project. The project is expected to take until July. The project is moving all curb removal and replacement planned for the project is complete and sidewalks should be replaced and completed by 4/22/2022.

DPS has started street sweeping and we are working through the city. DPS continues to work through the city sweeping but the sweeper is currently down waiting on parts that will be in next week.

The City is certainly aware that projects cause short term inconvenience for many residents, and we apologize for that. We ask for your patience during these times as this is what "progress" looks like. There isn't a way around the inconvenience, these road and water mains projects will serve the community for years to come.

✓ **TREASURER UPDATE** *(Update)*

The ARPA Grant Expenditure Report has been filed for expenses incurred through March 31, 2022. The requested budget is completed for fiscal year ending June 30, 2023. Financial aspects of the fleet management plan continue to be reviewed with the City Manager and DPS Director on an ongoing basis. Routine operations include, but not limited to, processing payments for water and sewer bills, delinquent personal and

qualified real taxes, park reservations, 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.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **APPOINTMENTS (*Business Item*)**

We have three appointments that require renewal. Mr. Beedy and Mr. Keene are due for renewals of their respective terms on the DDA, and Mrs. Brill is also up on the park board. These are all mayoral appointments that Mr. Krueger recommends be affirmed.

✓ **JEEPERS CREEKERS SUMMER FOOD TRUCK EVENT PERMIT (*Business Item*)**

Jeepers Creekers, as a charitable entity, seeks to host a monthly market on the third Saturday of each month, May through September. They seek to use Holland Drive and Holland Square from 5pm to 9pm. This is a relatively easy closure, and the organization has a good track record for event management. The chief of police has already signed off on this. I recommend we proceed.

Note that this event was to occur in tandem with the Thursday evening car shows. It is now being proposed as a stand-alone event.

✓ **HOMETOWN DAYS PERMITS (*Business Item*)**

Included with the packet are the resolutions related to the Hometown Days events for 2022, with the exception of the 5K footrace. I have also included the applications for street use for the general grounds and parade. Insurance documents, property permission slips, and related documents will be collected and verified by staff as a condition of the approval.

An additional resolution is included for the traffic control barricade rental cost. The city has always absorbed the cost of the contracted cost for barricade rental and has formalized this contribution formally for the last four years via resolution. Prior to this, it was unclear if the cost was billable to Hometown Days or if it was a city cost. This practice resulted in the generation of invoices that were eventually written off as uncollectable. The solution is to have the city council affirm or deny the appropriation. I wrote a resolution in the affirmative to start since this conforms to prior year expectations. The cost is not expected to exceed approximately \$1,750.

✓ **CLOSED SESSION (*Business Item*)**

The lease with 8002 Miller continues to be very pressing and unpredictable. I am seeking attorney approval to enter into closed session to learn about a new, specific option and to deliberate a strategy. This purpose is permitted for discussion in a closed session, and I find it to be advisable to do so in this case.

In addition, we have a potential settlement strategy for a pending tax appeal. A resolution is included to move the council into a closed session for discussion of both items.

✓ **FISCAL YEAR 2023 BUDGET (*Business Item*)**

Deanna has been working very diligently on preparations for the next budget. The city has collected the first distribution of ARPA monies and is expected to finish this fiscal year with about \$200,000 to the good due to that influx. This is occurring despite the current projects.

We expect the next payment of ARPA funds in the coming months, and we have many projects and capital improvements that could very well correspond to the use of these monies. As such, prepared a budget that includes increases to fire equipment, a large increase to park spending (per the park plan), the Genesee Valley Trail, future road projects, and some city hall updates.

Overall, we look pretty good concerning operational cash flows and fund balance for the fiscal years of 2022 and 2023. However, we need to prioritize the discretionary spending and attend to our enterprise funds and street funds to ensure proper long term asset management practices as we enter the USDA and Winchester Village phase II. We will hold a council workshop at 5:30 pm on April 25th to present the draft budget on a practical level. We will provide some pizza and salad for this event, since folks may find it hard to fit this into their schedules, with the regular meeting following directly.

There is also a resolution on the agenda to set a formal public hearing for May 9th. The council and public will have opportunities for discussion at this meeting and afterwards. Once we believe we have a budget in a substantially complete form, we will produce a budget book, which includes the graphs, charts, and department descriptions that help tell the budget story.

✓ **ATLAS NORTH POLICE SERVICE AGREEMENT (*Business Item*)**

Metro PD has been very active in developing relationships with the managers of apartment and housing complexes. In doing so, they are proceeding with new initiatives and ensuring policing rights for common problems that these communities face, such as traffic control.

In October of 2019, Metro and the owners of Mari-Dan Miller Farms entered into an agreement that enables officers to enforce applicable traffic, parking, and general law ordinances on private property. This is not uncommon and is observed in places such as Springbrook Colony. Taking this step allows for greater communication with site managers and more active pro-policing of such properties.

Metro PD has been looking to extend such an arrangement to Atlas North, formerly Burkeshire. They have not been successful, until now. Attached is an agreement that will enable the same sort of engaged and active policing in Atlas North that has been observed in our other private neighborhoods. Myself, current, and former chiefs and managers credit such agreements to safer and more stable conditions.

To affect this change, an agreement is prepared and included in the packet. Note that the agreement is with the City of Swartz Creek, since the city legislates the laws. The resolution then empowers Metro PD to provide the enforcement, as one would expect. I fully support this initiative.

✓ **UPDATES TO CITY POLICIES (*Business Item*)**

With the increase in demand for public spaces to host special events, I recommend we tighten up some of our existing policies and add some new ones. The realization of Holland Square and many new downtown merchants has led to a dramatic increase in events like Jeepers Creekers, foot races, the tree lighting, and potential car shows. While such events align strongly with the city vision to make downtown a center of commerce, culture, and family events, it also strengthens the need to ensure such events are properly planned, well executed, and fairly approved.

As such, the DDA has been deliberating and modifying proposed policies that can detail how parades, special events, and food trucks operate in the community. While certainly not perfect, I believe we have some policies that are more helpful than harmful. I hope the policies themselves are self-explanatory. Feel free to contact me with any comments or questions.

Note that the DDA certainly plays a role in such activities. In fact, the MDOT Logo Sign policy is exclusively under their direction. However, I still believe it is important to have the council sign off on these activities, since the DDA is a component unit of the city. A resolution is included to approve all policies as written. Modifications or the individual review of any or all of these policies is possible. Also note that such policies likely fall exclusively under the administrative service, and that is why there is a provision to allow administrative adjustment in the future. However, I believe it is important that the city council review and approve these in order to affirm the legislative intent of such policies.

✓ **PRELIMINARY SPECIAL ASSESSMENTS (*Business Item*)**

Included with the packet is the list of all current special assessments for snow removal (sidewalks), utility bills, weeds, and any miscellaneous charges for the 2022 tax roll. Letters went out notifying those with invoices of the application of these debts to the tax roll if unpaid by May 27th (cash or money order only after May 20th). Some of these will likely be paid before that time but council will need to review the initial list of items for information purposes. A resolution to move this forward is included.

Council Questions, Inquiries, Requests, Comments, and Notes

Contracted Services: Many folks are asking about the delays in gate installation, forestry, pavement repairs, equipment purchases, and even quotes (rightfully so). We are getting pushback on almost all contracted services and many supply orders. Vendors are having tremendous difficulties in securing labor and supplies. This is increasing prices and wait times.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, April 25, 2022, 7:00 P.M.**

Motion No. 220425-4A MINUTES – APRIL 11, 2022

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, April 11, 2022, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220425-4B CLOSED SESSION MINUTES – April 11, 2022

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Closed Session Council Meeting held Monday, April 11, 2022, to be placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220425-5A AGENDA APPROVAL

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of April 25, 2022, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220425-6A CITY MANAGER’S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of April 25, 2022, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

*******Master Resolution*******

Resolution No. 220425-8A

MASTER RESOLUTION TO APPROVE VARIOUS PERMITS RELATED TO THE 2022 HOMETOWN DAYS EVENTS

Motion by Councilmember: _____

WHEREAS, Swartz Creek Hometown Days organization is a recognized charitable entity that operates in Swartz Creek; and

WHEREAS, Hometown Days is seeking permits and approvals to operate an annual festival on private and public grounds within the city, including a parade, carnival, petting zoo, fireworks display, 'beer tent', food/drink vendors, a car show, and numerous other activities; and

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

WHEREAS, the 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 220425-8A1 through 220425-8A9, allowing for the various permits related to the annual Swartz Creek Hometown Days festival, to be held beginning Tuesday, May 31, 2022 and concluding on Monday, June 6, 2022, 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.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220425-8A1

HOMETOWN DAYS, STREET CARNIVAL, GENERAL STREET & PROPERTY USE PERMITS

I Move the City of Swartz Creek approve and authorize the Swartz Creek Hometown Days Committees' application for street closing and City property use permits for the following locations:

1. Morrish between Miller and Ingalls-Wade, Carnival.
2. Holland between Miller and Ingalls, Vendor – Carnival.

3. City Lot located at the southwest corner of Miller and Morrish, Carnival.
4. Ingalls at Holland and Park Land located to the North and Northwest of the intersection of Morrish and Ingalls, Carnival.
5. City owned property, 4438 South Morrish Road.
6. City owned property, 4505 Fortino.
7. City owned property, Fortino (Branoff)
8. City owned property, 5012 Holland Drive
9. Fire Hall out lot properties.
10. Use of DPW Yard and Generator (access subject to department).

Street and City property use, unless otherwise indicated, begins Tuesday, May 31, 2022 at 9:00 a.m. until Monday June 6, 2022 at 9:00 A.M., for the purpose of, and authorization to conduct a carnival, vendor/display areas, car show and or other similar events under 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. Written permission from deed holders of any private properties to be used and appropriate insurance certificates naming such parties as additional insured: City of Swartz Creek 8083 Civic Drive; Atkinson Construction 12568 Lansing Hwy, Durand; William Kincaid & Kincaid Properties 5086 South Morrish; St. Mary's Catholic Church 4413 Morrish Road; Pentecostal Church of God / The Oasis / Dan Rhanor / Family Worship Center 4484 Morrish & 4494 Morrish Road; Mark O'Brien 5099 South Morrish; Kallas Heating and Cooling 8077 Miller; Swartz Creek Schools 8354 Cappy (High School Middle School); Red's Body Works 3175 S Elms Rd; SC Masonic Temple 7449 Miller Rd; Ashley Hotchkiss 8280 Crapo; Swartz Creek Area Fire Department; Rite – Aid 9090 Miller Road.
3. Sufficient number of portable bathrooms placed and located, and liter control program in accordance and under the approval of Director of Community Services.
4. 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.

Resolution No. 220425-8A2 HOMETOWN DAYS, STREET USAGE PERMIT, MOTOR AND PEDESTRIAN PARADE

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committees' application for street closing / usage permit for Saturday, June 4, 2022 from 9:00 a.m. until 12:30 p.m. for purposes of conducting a parade, streets to be used include the high school performing arts center entrance, Miller Rd, and Frederick St 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. No candy or other objects be thrown or handed from, to or at any vehicle, trailer, float, or similar, and further, that the Hometown Days Committee establish and maintain a list of all participants and/or entries in the parade that identifies a contact person, such contact to be informed by the

Hometown Days Committee of the stipulation and motor vehicle code enforcement actions for violations thereof.

3. General approval, and under the direction and control of the Office of the Chief of Police.

Resolution No. 220425-8A3 HOMETOWN DAYS PERMIT, AERIAL FIREWORKS DISPLAY

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee's application for one fireworks aerial display to be held on Friday, June 3, 2022, at or shortly after dusk, with a cancellation date of Saturday, June 4, 2022, at or shortly after dusk, to be launched from properties directly west of the Swartz Creek Middle School Building, said properties owned by the Swartz Creek School District and Mr. Ashley, under the following stipulations and conditions:

1. Insurance certificate naming the City as insured in an amount to be determined adequate by the City Manager.
2. Written permission from the aforementioned parcel owners along with acceptable insurance certificates naming said parcel owners as additional insured parties, in an amount to be determined adequate by the City Manager.
3. Traffic Control Plan and administration by the Offices of Chief of Police and Director of Community Services.
4. Detailed Plan submitted to and approved by the Fire Chief.
5. All decisions concerning the event and cancellation thereof, if needed, under the direction and control of the Fire Chief.

Resolution No. 220425-8A4 HOMETOWN DAYS PERMIT, OPERATE ENTERTAINMENT TENT

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee application to operate an entertainment tent with the sale of beer and wine for consumption on the premises, along with live entertainment, to be held on Parcel No. 58-02-200-014, owned by William Kincaid and located 5086 Morrish Road, south of Wade Street, beginning Thursday, June 2, 2022 12:00 PM through Sunday, June 5, 2022, 9:30 PM, under the following stipulations:

1. Michigan Liquor Control Commission Approved Application with appropriate insurance in accordance with the rules of the L.C.C. and naming the City and all other property owners as additional insured parties, in an amount not less than \$1,000,000 (One Million Dollars).
2. Portable bathrooms appropriately located and litter control program in accordance and under the approval of Director of Community Services.
3. Traffic control and pedestrian safety plan in accordance with and under the approval of Office of Chief of Police.
4. Adherence to all L.C.C. stipulations and regulations, state and local laws.
5. No music after 11:00 p.m. Thursday, June 2, 2022 and after 1:30 a.m. on Friday, June 3, 2022 (Saturday Morning), and Saturday, June 4, 2022(Sunday Morning), and Sunday, June 5, 2022, 9:30 PM.

6. Adequate security as approved by the Chief of Police.
7. Adherence to and under the direction and control of the Office of the Chief of Police.

**Resolution No. 220425-8A5 HOMETOWN DAYS PERMIT, CEREMONIAL
DISCHARGE OF A FIREARM**

I Move the Swartz Creek City Council, pursuant to section 10-212(3) of the Code of Ordinances, approve and authorize the Swartz Creek Hometown Days Committee to discharge weapons as a part of a military concert and ceremonial military honor guard, to be held at the Swartz Creek High School's outdoor football stadium, on Friday, June 3, 2022, at approximately 9:00 p.m., in conjunction with a concert and aerial fireworks display, with a backup rain date of Saturday, June 4, 2022 at approximately 9:00 p.m. under the following stipulations and conditions:

1. Insurance certificate naming the City as an additional insured party in an amount not less than \$1,000,000.00 (One Million Dollars).
2. The party(ies) discharging the weapon(s) must be a practicing military honor guard trained and capable in the handling of firearms.

**Resolution No. 220425-8A6 HOMETOWN DAYS PERMIT, CEREMONIAL
DISCHARGE OF A FIREARM**

I Move the Swartz Creek City Council, pursuant to section 10-212(3) of the Code of Ordinances, approve and authorize the Swartz Creek Hometown Days Committee to discharge weapons in conjunction with a Parade and as a ceremonial military honor guard, to be held along Miller Road on Saturday, June 4, 2022, at approximately 10:00 A.M., under the following stipulations and conditions:

1. Insurance certificate naming the City as an additional insured party in an amount not less than \$1,000,000.00 (One Million Dollars).
2. The party(ies) discharging the weapon(s) must be a practicing military honor guard trained and capable in the handling of firearms.

**Resolution No. 220425-8A7 WAIVER OF INSPECTION FEE, HOMETOWN DAYS
COMMITTEE**

I Move the City of Swartz Creek waive the permit fees for the temporary structure (trailer) and electrical permit inspection fees for the Swartz Creek Hometown Days Committee.

Resolution No. 220425-8A8 TRAFFIC CONTROL APPROPRIATION

I Move the City of Swartz Creek provide traffic control devices to ensure the safety of the public during the duration of the Swartz Creek Hometown Days event and hereby direct the Director of Public Works to order or supply barricades sufficient to do so at a cost not to exceed \$1,750, appropriated to the community promotions department of the general fund.

Resolution No. 220425-8A9

RESOLUTION TO APPROVE THE POSSESSION OF ANIMALS OTHERWISE PROHIBITED BY ORDINANCE

WHEREAS, the festival activities include various animal events and attractions that include animals that are prohibited without approval as outlined in Ordinance Section 3-1.; and

WHEREAS, the Hometown Days Chairperson requested the city council to affirm approval of certain animal events and activities as outlined in a letter dated March 26th, 2022; and

WHEREAS, the City Council finds these activities to be in line with prior events and approvals as part of the routine functions of the festival.

NOW, THEREFORE, BE IT RESOLVED the Swartz Creek City Council hereby authorizes the Mulow exotic reptile show, Whispering Pines Mobile Farm/Petting Zoo, the Agricultural tent, and related features and animals to operate and be present within the city and for such operation to hereby be incorporated into the festival permit for Hometown Days.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220425-8B

RESOLUTION TO APPROVE A MONTHLY FOOD TRUCK EVENT AND CRAFT SHOW IN DOWNTOWN

Motion by Councilmember: _____

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

WHEREAS, said organization proposes to organize and host a monthly vendor market within Holland Square and on Holland Drive, including food trucks, and they therefore seek a permit to use the city streets and the plaza from 5:00 p.m. to 9:00 p.m. on the following Saturdays of May 21st, June 18th, July 16th, August 20th, and September 17th; and

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

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves the application for a street usage permit to conduct a craft market and food truck event on the Saturdays of May 21st, June 18th, July 16th, August 20th, and September 17th, from 5:00 p.m. to 9:00 p.m., applicant: the Jeepers Creekers, Inc., in accordance with the application submitted, under the direction and control of the Chief of Police and

contingent upon the provision of valid insurance listing the City of Swartz Creek as an additionally insured party.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220425-8C

RESOLUTION TO ESTABLISH A DATE FOR THE PUBLIC HEARING REGARDING THE 2022-2023 FY BUDGET

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek observes a fiscal year, beginning on July 1 of each year; and,

WHEREAS, the City Charter requires a public hearing on the proposed budget and encourages adoption prior to the third Monday in May; and,

WHEREAS, city staff have prepared budget revenues and expenses in draft form in the timeliest manner practical based upon determinations available for taxable value.

NOW, THEREFORE BE IT RESOLVED the City of Swartz Creek hereby sets a Public Hearing, to be held on Monday May 23, 2022 at 7:00 PM, at the regularly scheduled City Council Meeting, or as soon thereafter as this matter can be heard, to hear public comments and needs regarding the Proposed 2022-2023 Fiscal Year Budget, and further, post a notice of the public hearing in the View News, with a copy of the proposed budget to be available in the Clerk’s Office beginning April 26, 2022.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220425-8D

RESOLUTION TO APPROVE VARIOUS POLICIES TO SUPPLEMENT THE ADMINISTRATIVE SERVICE OF THE CITY AND DDA, INCLUDING AN MDOT LOGO SIGN POLICY, SPECIAL EVENT POLICY, PARADE POLICY, AND FOOD TRUCK POLICY

Motion by Councilmember: _____

WHEREAS, the City and its component unit, the Downtown Development Authority, are the recipients of more and more requests to support economic development and to host special events, parades, and food trucks on public property; and

WHEREAS, the City Council and City Manager's Office maintain and oversee various policies to guide such activities; and

WHEREAS, the City desires to update and add to these policies to supplement the administrative service, as recommended by the City Manager's Office per Section 7.2(C)9 of the City Charter; and

WHEREAS, the DDA has been reviewing such policies and recommended approval at their regular meeting of April 14, 2022.

NOW, THEREFORE, BE IT RESOLVED, that the City of Swartz Creek approves the MDOT Logo Sign Policy of the DDA, the special event policy, the parade policy, and the food truck policy as included in the City Council Packet of April 25, 2022.

BE IT FURTHER RESOLVED that the City of Swartz Creek authorize the City Manager to augment or amend these polices to accommodate special or unforeseen circumstances that impact the public health, safety, and welfare of the city.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220425-8E

RESOLUTION TO APPROVE COMMISSION APPOINTMENTS

Motion by Councilmember: _____

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

WHEREAS, there exist vacancies for such positions; and

WHEREAS, said appointments are Mayoral appointments subject to affirmation of the city council.

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

#220425-8E1 **MAYOR APPOINTMENT:** **Todd Beedy**
DDA Boardmember, Non-DDA Property Interest
Four year term, expiring March 31, 2026

#220425-8E2 **MAYOR APPOINTMENT:** **Jason Keene**
DDA Boardmember, DDA Property Interest
Four year term, expiring March 31, 2026

#220425-8E3 **MAYOR APPOINTMENT:** Sandi Brill
Park Board, City Resident
Three year term, expiring December 31, 2024

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220425-8F

RESOLUTION TO APPROVE AN AGREEMENT WITH ATLAS NORTH TO ENABLE ENFORCEMENT OF CERTAIN POLICE ORDINANCES ON PRIVATE PROPERTY AND TO ASSIGN ENFORCEMENT RESPONSIBILITIES TO THE METRO POLICE AUTHORITY OF GENESEE COUNTY

Motion by Councilmember: _____

WHEREAS, the City is empowered to provide police protection services throughout the City; and

WHEREAS, the City is a party to the Interlocal Agreement Establishing the Metro Police Authority of Genesee County (“the Authority”) whereby it provides police protection services by and through the Authority; and

WHEREAS, the City desires to enter into the Agreement for Police Services that is attached hereto (“the Agreement”) with the Atlas North, that will enable enforcement of the Uniform Traffic Code and other ordinances within the residential housing complex known as Atlas North; and

WHEREAS, the City wishes to assign to the Authority, and the Authority agrees to accept, the rights and responsibilities specified in the Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the City of Swartz Creek approves the Agreement for Police Services, with the Atlas North, as included in the April 25, 2022 city council packet, and directs the Mayor to execute said agreement on behalf of the city.

BE IT FURTHER RESOLVED that the City of Swartz Creek assign or transfer to the Metro Police Authority of Genesee County all of its rights and responsibilities of the Agreement attached hereto.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220425-8G

RESOLUTION TO ASSESS DELINQUENT CHARGES TO THE ASSESSMENT ROLL

Motion by Councilmember: _____

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek directs the Treasurer to prepare an audit of all outstanding debts owed to the City for delinquent sidewalk snow removal, utility services and fire cost recovery, and further, to cause such debts to be assessed against the property owner of record, in accordance with City Ordinance and State Statute, said debts to be placed against the summer 2022 tax collection roll.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220425-8H1 SWARTZ CREEK AREA CHAMBER OF COMMERCE, STREET FESTIVAL, GENERAL STREET & PROPERTY USE PERMITS

I Move the City of Swartz Creek approve and authorize the Swartz Creek Area Chamber of Commerce’s application for street closing and City property use permits for the following locations:

1. 5012 Holland Drive
2. Miller Road (Morrish to Hayes)
3. Holland between Miller and Ingalls
4. Park Land located to the North and Northwest of the intersection of Morrish and Ingalls

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, 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.

Resolution No. 220425-8H2 SWARTZ CREEK CHAMBER, HOLLAND SQUARE USAGE PERMIT

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Area Chamber of Commerce, Inc’s application for use of Holland Square from 5pm to 9pm on May 26, June 23, July 28, August 25, and September 22, 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.
3. Adherence to the city’s event and public plaza usage procedures

Resolution No. 220425-8H3 SWARTZ CREEK CHAMBER, STREET USAGE PERMIT

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Area Chamber of Commerce, Inc’s application for street closing / usage permit for from 5pm to 9pm on May 26, June 23, July 28, August 25, and September 22 for purposes of conducting a car show 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.
3. Adherence to the city’s street closure and usage procedures.

Resolution No. 220425-8I RESOLUTION TO ENTER CLOSED SESSION TO CONSIDER REAL ESTATE (ROLL CALL VOTE)

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek City Council and City Attorney desire to consider options related to the sale or lease of real property, as well as a potential settlement for a Michigan Tax Tribunal filing, and;

WHEREAS, the MCL 15.268(d & e) permits a governing body to enter a closed session to consult with the city attorney regarding the lease of real property and to consult with the attorney regarding a settlement strategy.

NOW THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council exit the regular session of the city council and enter into a closed session for the purpose of discussion with the city attorney.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220425-8J ENTER INTO REGULAR SESSION

Motion by Councilmember: _____

I Move the Swartz Creek City Council enter back into regular council meeting session.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220425-11A ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of April 25, 2022.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 04/11/2022**

The meeting was called to order at 7:03 p.m. by Mayor Krueger in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

Councilmembers Present: Cramer, Florence, Gilbert, Hicks, Krueger, Pinkston, Henry.

Councilmembers Absent: None.

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

Others Present: Lania Rocha, Andy Harris, Dan & Cheryl Spaniola, Paul Spaniola, Jared Oginsky.

Others Virtually Attended: None.

APPROVAL OF MINUTES

Resolution No. 220411-01

(Carried)

Motion by Councilmember Florence
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday March 28, 2022, to be circulated and placed on file.

YES Florence, Gilbert, Hicks, Krueger, Pinkston, Henry, Cramer.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 220411-02

(Carried)

Motion by Councilmember Henry
Second by Councilmember Cramer

I Move the Swartz Creek City Council approve the Agenda as, presented for the Regular Council Meeting of April 11, 2022, to be circulated and placed on file.

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YES: Gilbert, Hicks, Krueger, Pinkston, Henry, Cramer, Florence.
NO: None. Motion Declared Carried.

CITY MANAGER'S REPORT

Resolution No. 220411-03

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of April 11, 2022, including reports and communications to be circulated and placed on file.

Discussion Ensued.

YES: Hicks, Krueger, Pinkston, Henry, Cramer, Florence, Gilbert.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

COUNCIL BUSINESS:

USDA APPLICATION

PUBLIC HEARING

Open: 7:12 p.m.

Mr. Andy Harris, OHM Advisors, informed every one of the second phase USDA Rural Development Program and the public hearing is required. The goal is to secure either a low interest loan and or grant. Typical loan terms are 40 year/ 2-4 % interest. He reviewed the agenda then proceeded to discuss the project need, scope, environmental impacts, cost which the total estimated project cost is \$6,583,000. The schedule was reviewed, and we are currently working on the application process. We expect a final submittal around June 2022 with obligations of funds happening in July. Which means the designing can begin in July and be completed around November. Bid opening will be around January 2023, which can be flexible, and then phase II construction begin April 2023 and be completed October 2024. The 20-Year Plan was reviewed which completed the presentation.

Councilmember Henry questioned if Whitney Ct. line would be replaced. Mr. Harris responded he doesn't have a firm answer because they have a couple of options . Councilmember Cramer wanted to know what material would be used for the line. Mr. Harris responded ductile would be used. Councilmember Henry spoke of the lead time for the material. Councilmember Henry questioned what determines the grant versus

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loan funding. Mr. Harris responded he believes it is the financial stability of the city and how it works out the loan to debt ratio. Mr. Zettel responded he believes one of the bigger factors is the ratio of water bills to median household income.

Closed: 7:30 p.m.

RESOLUTION TO APPROVE COMMISSION APPOINTMENTS

Resolution No. 220411-04

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

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

WHEREAS, there exists a vacancies for such positions; and

WHEREAS, said appointments are Mayoral appointments subject to affirmation of the city council.

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

#220411-4a **MAYOR APPOINTMENT:** Kenneth Brill
Board of Review-Alternate, City Resident
Remainder of three year term, expiring June 30, 2024

#220411-4b **MAYOR APPOINTMENT:** Krystle Lynch
Park Board, Resident
Remainder of three year term, expiring June 30, 2022

Discussion Ensued.

YES: Krueger, Pinkston, Henry, Cramer, Florence, Gilbert, Hicks.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE 5K FOOT RACE STREET PERMIT

Resolution No. 220411-05

(Carried)

Motion by Councilmember Pinkston
Second by Councilmember Cramer

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WHEREAS, Riverbend Striders, Inc. and Swartz Creek Community Schools Cross Country Teams are recognized not-for profit entities that operate in Swartz Creek; and

WHEREAS, said organizations propose to continue the annual 5k road race that coincides with the Hometown Days Festival, and they therefore seek a permit to use the city streets on ~~May 30, 2019~~ **June 2, 2022**; and

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

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves the application for a street usage permit to conduct a 5 kilometer foot road race on Thursday, June 2, 2022, 6:00 PM – 7:30 PM, applicant: the Riverbend Striders, Inc., care of ~~Janet Wallen~~ **Chris Roney**, race to be held in Winchester Village Subdivision, in accordance with the application submitted, under the direction and control of the Chief of Police and contingent upon the provision of valid insurance listing the City of Swartz Creek as an additionally insured party.

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Discussion Ensued.

YES: Pinkston, Henry, Cramer, Florence, Gilbert, Hicks, Krueger.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE A CONTRACT AMENDMENT WITH THE MDOT AND DESIGNATION OF SIGNATORY

Resolution No. 220411-06

(Carried)

Motion by Councilmember Florence
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek owns, operates, and maintains a system of major and local streets, some of which qualify for federal funds, as supplied by the State of Michigan MDOT via the Genesee County Traffic Improvement Program; and

WHEREAS, the City has been awarded such funds to rehabilitate Morrish Road, from Bristol to Miller Road, in the amount of \$642,201; and

WHEREAS, the project has been let for bids by the MDOT, and a contract was approved that set basic terms and conditions of the project and its funding, including the establishment of designated signers; and

WHEREAS, the MDOT is now agreeable to including construction engineering and observation as a federally eligible expense.

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NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council accepts the MDOT Contract Amendment #22-5157, Control Section Number STU 25000, Job Number 207635CON.

BE IT FURTHER RESOLVED, the Swartz Creek City Council designates Mayor David A. Krueger and Clerk Connie Olger as signatories for the MDOT contract.

Discussion Ensued.

YES: Henry, Cramer, Florence, Gilbert, Hicks, Krueger, Pinkston.
NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE A BID FOR THE PURCHASE AND APPLICATION OF WOODCHIPS TO ELMS AND ABRAMS PARK

Resolution No. 220411-07

(Carried)

Motion by Councilmember Henry
Second by Councilmember Florence

WHEREAS, the City of Swartz Creek owns, operates, and maintains park play equipment that requires a safety surface suitable to reasonably protect children from falls; and

WHEREAS, there is a recognized need to apply additional protective barrier to the play areas, since the woodchip product degrades over time; and

WHEREAS, the city finds that the engineered wood fiber chips that have been used in the past to be the most practical product; and

WHEREAS, the city has created specifications and received bids for the purchase and application of the product.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council accepts the low bid from Superior Groundcover in the amount of \$11,600, as a unit cost bid.

BE IT FURTHER RESOLVED, the Swartz Creek City Council directs the city manager to create a standard contractor's agreement and execute such agreement on behalf of the city.

Discussion Ensued.

YES: Cramer, Florence, Gilbert, Hicks, Krueger, Pinkston, Henry.
NO: None. Motion Declared Carried.

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RESOLUTION TO ENTER CLOSED SESSION TO CONSIDER REAL ESTATE (ROLL CALL VOTE)

Resolution No. 220411-08 (Carried)

Motion by Councilmember Cramer
Second by Councilmember Florence

WHEREAS, the City of Swartz Creek City Council and City Attorney desire to consider options related to the sale or lease of real property, and;

WHEREAS, the MCL 15.268(d) permits a governing body to enter a closed session to consult with the city attorney regarding the lease of real property.

NOW THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council exit the regular session of the city council and enter into a closed session for the purpose of discussion with the city attorney.

YES: Florence, Gilbert, Hicks, Krueger, Pinkston, Henry, Cramer.
NO: None. Motion Declared Carried.

RESOLUTION TO ENTER BACK INTO REGULAR COUNCIL MEETING SESSION

Resolution No. 220411-09 (Carried)

Motion by Councilmember Gilbert
Second by Councilmember Florence

I Move the Swartz Creek City Council enter back into regular council meeting session.

YES: Gilbert, Hicks, Krueger, Pinkston, Henry, Cramer, Florence.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

Jared Oginsky wants to know what he can do to keep the Car Cruise going. Mr. Zettel responded that whatever group that is going to hold the event will have to complete a new permit and it will have to come back to council for approval.

REMARKS BY COUNCILMEMBERS:

Councilmember Pinkston some residents on Chelmsford approaches are cracked.

Councilmember Henry will the temporary stop signs at Greenleaf & Durwood be replaced. Mr. Zettel responded he doesn't have a timeline on it.

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Councilmember Gilbert questioned about the overhead wires between the bank and the insurance office on Fortino Drive. Mr. Zettel responded that he will look into it. Mr. Gilbert also voiced his concerns on the alley structure at Jamison's and if it will continue if the business is sold. Mr. Zettel responded he feels since it was approved that it will stay until the expiration of the resolution. Mr. Gilbert commented he still gets complaints on the townhomes on Fortino/Morrish.

Councilmember Cramer invited everyone to a fundraiser, prime rib dinner, at the Masonic Temple on May 15th, 5-8 p.m. for the Swartz Creek Area Food Basket.

Mayor Pro Tem Hicks updated council on the Women's Club events.

Mayor Krueger commented on the beautiful day we had today.

ADJOURNMENT

Resolution No. 220411-10

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Cramer

I Move the Swartz Creek City Council adjourn the regular meeting at 8:50 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK
PERIOD ENDING 03/31/2022

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund					
Revenue					
000.000 - General	2,374,764.00	2,414,111.78	2,359,165.23	54,946.55	97.72
172.000 - Executive	0.00	9,350.00	9,350.00	0.00	100.00
215.000 - Administration and Clerk	30.00	30.00	0.00	30.00	0.00
301.000 - Police Dept	4,250.00	4,995.10	9,583.69	(4,588.59)	191.86
334.000 - Metro Police Authority	0.00	0.00	41,125.35	(41,125.35)	100.00
336.000 - Fire Department	0.00	0.00	1,560.29	(1,560.29)	100.00
345.000 - PUBLIC SAFETY BUILDING	26,500.00	26,500.00	19,964.93	6,535.07	75.34
371.000 - Building/Zoning/Planning	54,950.00	54,950.00	49,535.75	5,414.25	90.15
444.000 - Sidewalks	1,500.00	1,500.00	4,112.50	(2,612.50)	274.17
448.000 - Lighting	9,221.52	9,221.52	5,791.14	3,430.38	62.80
523.000 - Grass, Brush & Weeds	4,000.00	4,000.00	2,915.00	1,085.00	72.88
694.000 - Community Development Block Grant	37,822.50	37,822.50	1,850.00	35,972.50	4.89
728.005 - Holland Square Streetscape	40,000.00	40,000.00	40,000.00	0.00	100.00
780.500 - Mundy Twp Park Services	17,000.00	17,000.00	5,270.35	11,729.65	31.00
782.000 - Facilities - Abrams Park	140.00	140.00	70.00	70.00	50.00
783.000 - Facilities - Elms Rd Park	6,500.00	6,500.00	6,590.00	(90.00)	101.38
786.000 - Non-Motorized Trailway	813,500.00	813,500.00	0.00	813,500.00	0.00
790.000 - Facilities-Senior Center/Libr	5,300.00	5,300.00	3,974.72	1,325.28	74.99
TOTAL REVENUES	3,395,478.02	3,444,920.90	2,560,858.95	884,061.95	
Expense					
000.000 - General	13,520.00	13,520.00	10,138.95	3,381.05	74.99

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
101.000 - Council	25,448.50	25,269.07	18,675.49	6,593.58	73.91
172.000 - Executive	114,594.96	141,917.82	112,655.94	29,261.88	79.38
215.000 - Administration and Clerk	30,870.00	30,870.00	19,736.50	11,133.50	63.93
228.000 - Information Technology	17,000.00	17,000.00	16,426.43	573.57	96.63
247.000 - Board of Review	2,520.00	2,520.00	581.30	1,938.70	23.07
253.000 - Treasurer	100,265.60	100,265.60	72,335.40	27,930.20	72.14
257.000 - Assessor	45,016.00	70,016.00	43,524.14	26,491.86	62.16
262.000 - Elections	36,122.00	36,122.00	10,170.67	25,951.33	28.16
265.000 - Facilities - City Hall	26,150.76	35,062.26	21,672.57	13,389.69	61.81
266.000 - Legal Council	18,000.00	18,000.00	11,061.58	6,938.42	61.45
301.000 - Police Dept	7,900.00	7,951.00	11,775.90	(3,824.90)	148.11
301.266 - Legal Council PSFY	17,000.00	17,000.00	16,492.00	508.00	97.01
301.851 - Retiree Employer Health Care PSFY	21,000.00	21,000.00	22,254.37	(1,254.37)	105.97
334.000 - Metro Police Authority	1,060,000.00	1,060,000.00	810,828.25	249,171.75	76.49
336.000 - Fire Department	160,634.00	172,748.63	152,605.31	20,143.32	88.34
345.000 - PUBLIC SAFETY BUILDING	34,932.96	34,593.46	23,229.80	11,363.66	67.15
371.000 - Building/Zoning/Planning	138,690.12	149,255.12	132,859.29	16,395.83	89.01
444.000 - Sidewalks	1,200.00	1,200.00	5,260.00	(4,060.00)	438.33
448.000 - Lighting	106,000.00	106,000.00	67,086.31	38,913.69	63.29
523.000 - Grass, Brush & Weeds	1,200.00	1,200.00	995.00	205.00	82.92
567.000 - Facilities - Cemetery	2,083.16	2,083.16	852.85	1,230.31	40.94
694.000 - Community Development Block Grant	39,832.50	39,581.25	1,922.98	37,658.27	4.86
728.000 - Economic Development	350.00	650.00	427.44	222.56	65.76

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
780.000 - Parks & Recreation	7,944.90	22,944.90	6,314.37	16,630.53	27.52
780.500 - Mundy Twp Park Services	7,483.00	7,483.00	5,269.23	2,213.77	70.42
782.000 - Facilities - Abrams Park	37,830.05	37,830.05	15,183.94	22,646.11	40.14
783.000 - Facilities - Elms Rd Park	83,812.94	83,812.94	38,960.04	44,852.90	46.48
786.000 - Non-Motorized Trailway	824,200.00	860,745.31	22,845.31	837,900.00	2.65
788.000 - Otterburn Disc Golf Park	10,000.00	10,000.00	1,729.90	8,270.10	17.30
790.000 - Facilities-Senior Center/Libr	32,340.34	39,668.75	24,825.87	14,842.88	62.58
794.000 - Community Promotions Program	48,244.20	48,244.20	28,072.03	20,172.17	58.19
797.000 - Facilities - City Parking Lots	6,800.00	6,800.00	8,385.12	(1,585.12)	123.31
851.000 - Retired Employee Health Care	21,000.00	21,000.00	11,540.83	9,459.17	54.96
965.000 - Transfers Out	250,000.00	250,000.00	250,000.00	0.00	100.00
TOTAL EXPENDITURES	3,349,985.99	3,492,354.52	1,996,695.11	1,495,659.41	
Fund 101 - General Fund:					
TOTAL REVENUES	3,395,478.02	3,444,920.90	2,560,858.95	884,061.95	74.34
TOTAL EXPENDITURES	3,349,985.99	3,492,354.52	1,996,695.11	1,495,659.41	57.17
NET OF REVENUES & EXPENDITURES	45,492.03	(47,433.62)	564,163.84	(611,597.46)	
Fund 202 - Major Street Fund					
Revenue					
000.000 - General	525,080.00	525,080.00	338,026.49	187,053.51	64.38
441.000 - Miller Rd Park & Ride	5,000.00	5,000.00	1,365.53	3,634.47	27.31
478.000 - Snow & Ice Removal	2,100.00	2,100.00	0.00	2,100.00	0.00
931.000 - Transfers IN	575,000.00	575,000.00	575,000.00	0.00	100.00
TOTAL REVENUES	1,107,180.00	1,107,180.00	914,392.02	192,787.98	
Expense					
228.000 - Information Technology	1,225.00	1,225.00	949.94	275.06	77.55
429.000 - Occupational Safety	0.00	0.00	226.22	(226.22)	100.00
441.000 - Miller Rd Park & Ride	6,126.15	6,126.15	3,196.16	2,929.99	52.17

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
449.500 - Right of Way - General	15,000.00	15,000.00	34.48	14,965.52	0.23
449.501 - Right of Way - Storms	25,000.00	25,000.00	0.00	25,000.00	0.00
452.100 - Safe Routes to School Grant	113,200.00	130,386.31	29,733.81	100,652.50	22.80
453.105 - Fairchild-Cappy to Miller TIP	0.00	56.84	56.84	0.00	100.00
454.000 - Major Streets Projects	175,700.00	193,550.00	27,800.50	165,749.50	14.36
463.000 - Routine Maint - Streets	156,558.87	156,686.67	38,606.46	118,080.21	24.64
463.307 - Oakview - Seymour to Chelmsford	489,192.92	690,626.17	690,626.17	0.00	100.00
473.000 - Routine Maint - Bridges	1,500.00	1,500.00	0.00	1,500.00	0.00
474.000 - Traffic Services	59,184.00	59,184.00	14,014.12	45,169.88	23.68
478.000 - Snow & Ice Removal	57,425.00	57,425.00	46,642.33	10,782.67	81.22
482.000 - Administrative	15,707.00	15,707.00	9,551.55	6,155.45	60.81
538.500 - Intercommunity storm drains	12,500.00	18,514.00	9,505.98	9,008.02	51.34
TOTAL EXPENDITURES	1,128,318.94	1,370,987.14	870,944.56	500,042.58	
Fund 202 - Major Street Fund:					
TOTAL REVENUES	1,107,180.00	1,107,180.00	914,392.02	192,787.98	82.59
TOTAL EXPENDITURES	1,128,318.94	1,370,987.14	870,944.56	500,042.58	63.53
NET OF REVENUES & EXPENDITURES	(21,138.94)	(263,807.14)	43,447.46	(307,254.60)	
Fund 203 - Local Street Fund					
Revenue					
000.000 - General	176,535.00	167,035.00	104,480.64	62,554.36	62.55
449.000 - Right of Way Telecomm	15,000.00	15,000.00	0.00	15,000.00	0.00
478.000 - Snow & Ice Removal	1,400.00	1,400.00	0.00	1,400.00	0.00
931.000 - Transfers IN	100,000.00	100,000.00	100,000.00	0.00	100.00
TOTAL REVENUES	292,935.00	283,435.00	204,480.64	78,954.36	
Expense					
228.000 - Information Technology	1,225.00	1,225.00	949.95	275.05	77.55

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
429.000 - Occupational Safety	33.53	33.53	0.00	33.53	0.00
449.500 - Right of Way - General	27,500.00	27,500.00	7,484.54	20,015.46	27.22
449.501 - Right of Way - Storms	1,500.00	1,500.00	871.64	628.36	58.11
455.000 - Local Street Projects	0.00	205,344.00	39,050.00	166,294.00	19.02
463.000 - Routine Maint - Streets	283,091.05	283,140.73	31,792.49	251,348.24	11.23
463.107 - Chelmsford - Seymour to Oakview	318,712.17	460,417.43	460,417.43	0.00	100.00
474.000 - Traffic Services	18,797.00	18,797.00	2,331.25	16,465.75	12.40
478.000 - Snow & Ice Removal	42,646.00	42,646.00	37,953.14	4,692.86	89.00
482.000 - Administrative	18,325.00	18,325.00	7,163.39	11,161.61	39.09
538.500 - Intercommunity storm drains	10,000.00	16,014.00	9,505.98	6,508.02	59.36
TOTAL EXPENDITURES	721,829.75	1,074,942.69	597,519.81	477,422.88	
Fund 203 - Local Street Fund:					
TOTAL REVENUES	292,935.00	283,435.00	204,480.64	78,954.36	72.14
TOTAL EXPENDITURES	721,829.75	1,074,942.69	597,519.81	477,422.88	55.59
NET OF REVENUES & EXPENDITURES	(428,894.75)	(791,507.69)	(393,039.17)	(398,468.52)	
Fund 204 - MUNICIPAL STREET FUND					
Revenue					
000.000 - General	663,443.00	673,326.24	674,818.81	(1,492.57)	100.22
TOTAL REVENUES	663,443.00	673,326.24	674,818.81	(1,492.57)	
Expense					
905.000 - Debt Service	169,409.62	169,409.62	11,683.14	157,726.48	6.90
965.000 - Transfers Out	500,000.00	500,000.00	500,000.00	0.00	100.00
TOTAL EXPENDITURES	669,409.62	669,409.62	511,683.14	157,726.48	
Fund 204 - MUNICIPAL STREET FUND:					
TOTAL REVENUES	663,443.00	673,326.24	674,818.81	(1,492.57)	100.22
TOTAL EXPENDITURES	669,409.62	669,409.62	511,683.14	157,726.48	76.44
NET OF REVENUES & EXPENDITURES	(5,966.62)	3,916.62	163,135.67	(159,219.05)	
Fund 226 - Garbage Fund					
Revenue					

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
000.000 - General	431,875.00	432,123.68	426,279.66	5,844.02	98.65
TOTAL REVENUES	431,875.00	432,123.68	426,279.66	5,844.02	
Expense					
101.000 - Council	3,903.13	3,903.13	2,995.33	907.80	76.74
172.000 - Executive	8,768.24	8,768.24	6,306.86	2,461.38	71.93
215.000 - Administration and Clerk	4,476.00	4,476.00	2,845.59	1,630.41	63.57
228.000 - Information Technology	1,800.00	1,800.00	1,479.93	320.07	82.22
253.000 - Treasurer	16,979.60	20,742.01	16,700.40	4,041.61	80.51
257.000 - Assessor	800.00	800.00	0.00	800.00	0.00
265.000 - Facilities - City Hall	4,939.28	7,179.91	5,095.05	2,084.86	70.96
528.000 - Sanitation Collection	324,932.08	324,932.08	207,697.14	117,234.94	63.92
530.000 - Wood Chipping	55,129.08	55,529.16	29,918.03	25,611.13	53.88
782.000 - Facilities - Abrams Park	7,731.00	7,731.00	7,008.71	722.29	90.66
783.000 - Facilities - Elms Rd Park	13,141.00	13,141.00	9,478.73	3,662.27	72.13
TOTAL EXPENDITURES	442,599.41	449,002.53	289,525.77	159,476.76	
Fund 226 - Garbage Fund:					
TOTAL REVENUES	431,875.00	432,123.68	426,279.66	5,844.02	98.65
TOTAL EXPENDITURES	442,599.41	449,002.53	289,525.77	159,476.76	64.48
NET OF REVENUES & EXPENDITURES	(10,724.41)	(16,878.85)	136,753.89	(153,632.74)	
Fund 248 - Downtown Development Fund					
Revenue					
000.000 - General	88,007.00	88,007.00	93,869.74	(5,862.74)	106.66
TOTAL REVENUES	88,007.00	88,007.00	93,869.74	(5,862.74)	
Expense					
173.000 - DDA Administration	2,804.00	2,804.00	2,800.51	3.49	99.88
728.002 - Streetscape	41,945.00	41,945.00	40,000.00	1,945.00	95.36
728.003 - Facade Program	12,500.00	12,500.00	0.00	12,500.00	0.00
728.004 - Family Movie Night	5,181.75	7,466.75	2,285.00	5,181.75	30.60

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
TOTAL EXPENDITURES	62,430.75	64,715.75	45,085.51	19,630.24	
Fund 248 - Downtown Development Fund:					
TOTAL REVENUES	88,007.00	88,007.00	93,869.74	(5,862.74)	106.66
TOTAL EXPENDITURES	62,430.75	64,715.75	45,085.51	19,630.24	69.67
NET OF REVENUES & EXPENDITURES	25,576.25	23,291.25	48,784.23	(25,492.98)	
Fund 402 - Fire Equip Replacement Fund					
Revenue					
000.000 - General	200.00	200.00	177.12	22.88	88.56
931.000 - Transfers IN	75,000.00	75,000.00	75,000.00	0.00	100.00
TOTAL REVENUES	75,200.00	75,200.00	75,177.12	22.88	
Expense					
336.000 - Fire Department	0.00	60,000.00	60,000.00	0.00	100.00
TOTAL EXPENDITURES	0.00	60,000.00	60,000.00	0.00	
Fund 402 - Fire Equip Replacement Fund:					
TOTAL REVENUES	75,200.00	75,200.00	75,177.12	22.88	99.97
TOTAL EXPENDITURES	0.00	60,000.00	60,000.00	0.00	100.00
NET OF REVENUES & EXPENDITURES	75,200.00	15,200.00	15,177.12	22.88	
Fund 590 - Sanitary Sewer Fund					
Revenue					
000.000 - General	3,000.00	3,000.00	6,309.03	(3,309.03)	210.30
536.000 - Sewer System	1,255,140.00	1,255,140.00	642,320.62	612,819.38	51.18
TOTAL REVENUES	1,258,140.00	1,258,140.00	648,629.65	609,510.35	
Expense					
101.000 - Council	13,213.82	13,101.67	7,486.47	5,615.20	57.14
172.000 - Executive	32,385.60	32,257.32	23,910.74	8,346.58	74.13
215.000 - Administration and Clerk	15,472.00	15,472.00	10,200.34	5,271.66	65.93
228.000 - Information Technology	5,625.00	5,625.00	3,836.28	1,788.72	68.20
253.000 - Treasurer	59,937.00	59,937.00	42,902.54	17,034.46	71.58
265.000 - Facilities - City Hall	11,542.35	17,143.91	12,638.20	4,505.71	73.72
536.000 - Sewer System	989,736.79	1,002,523.41	377,391.21	625,132.20	37.64

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
537.000 - Sewer Lift Stations	10,907.00	10,907.00	9,353.91	1,553.09	85.76
542.000 - Read and Bill	55,658.00	57,752.48	40,543.08	17,209.40	70.20
543.310 - Sewer District Rehabilitation	400,000.00	443,178.75	210,636.15	232,542.60	47.53
543.400 - Reline Existing Sewers	183,128.00	582,042.00	0.00	582,042.00	0.00
543.401 - Flush & TV Sewers	75,000.00	219,168.95	0.00	219,168.95	0.00
850.000 - Other Functions	9,400.00	9,400.00	0.00	9,400.00	0.00
TOTAL EXPENDITURES	1,862,005.56	2,468,509.49	738,898.92	1,729,610.57	
Fund 590 - Sanitary Sewer Fund:					
TOTAL REVENUES	1,258,140.00	1,258,140.00	648,629.65	609,510.35	51.55
TOTAL EXPENDITURES	1,862,005.56	2,468,509.49	738,898.92	1,729,610.57	29.93
NET OF REVENUES & EXPENDITURES	(603,865.56)	(1,210,369.49)	(90,269.27)	(1,120,100.22)	
Fund 591 - Water Supply Fund					
Revenue					
000.000 - General	1,100.00	1,100.00	1,144.66	(44.66)	104.06
540.000 - Water System	2,184,700.00	2,184,700.00	1,124,267.79	1,060,432.21	51.46
543.230 - Water Main Repair USDA Grant	785,000.00	785,000.00	993,700.25	(208,700.25)	126.59
TOTAL REVENUES	2,970,800.00	2,970,800.00	2,119,112.70	851,687.30	
Expense					
101.000 - Council	13,208.82	13,096.67	7,486.82	5,609.85	57.17
172.000 - Executive	32,468.60	32,340.32	24,203.33	8,136.99	74.84
215.000 - Administration and Clerk	15,467.00	15,467.00	10,553.01	4,913.99	68.23
228.000 - Information Technology	5,925.00	5,925.00	3,836.29	2,088.71	64.75
253.000 - Treasurer	63,947.00	65,343.00	48,392.90	16,950.10	74.06
265.000 - Facilities - City Hall	12,641.35	18,242.91	12,773.59	5,469.32	70.02
540.000 - Water System	2,168,464.32	2,183,114.55	1,143,102.66	1,040,011.89	52.36
542.000 - Read and Bill	52,590.00	52,590.00	29,828.86	22,761.14	56.72

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
543.230 - Water Main Repair USDA Grant	1,215,556.27	1,251,011.42	1,057,321.66	193,689.76	84.52
850.000 - Other Functions	11,300.00	11,300.00	0.00	11,300.00	0.00
905.000 - Debt Service	38,997.88	45,997.88	36,612.83	9,385.05	79.60
TOTAL EXPENDITURES	3,630,566.24	3,694,428.75	2,374,111.95	1,320,316.80	
Fund 591 - Water Supply Fund:					
TOTAL REVENUES	2,970,800.00	2,970,800.00	2,119,112.70	851,687.30	71.33
TOTAL EXPENDITURES	3,630,566.24	3,694,428.75	2,374,111.95	1,320,316.80	64.26
NET OF REVENUES & EXPENDITURES	(659,766.24)	(723,628.75)	(254,999.25)	(468,629.50)	
Fund 661 - Motor Pool Fund					
Revenue					
000.000 - General	190,000.00	190,000.00	102,886.71	87,113.29	54.15
TOTAL REVENUES	190,000.00	190,000.00	102,886.71	87,113.29	
Expense					
172.000 - Executive	9,758.00	11,199.00	10,503.97	695.03	93.79
228.000 - Information Technology	970.00	970.00	484.83	485.17	49.98
253.000 - Treasurer	7,853.00	7,853.00	5,744.18	2,108.82	73.15
265.100 - Facilities - City Garage	434,064.88	434,192.68	265,840.76	168,351.92	61.23
850.000 - Other Functions	18,750.00	18,750.00	0.00	18,750.00	0.00
TOTAL EXPENDITURES	471,395.88	472,964.68	282,573.74	190,390.94	
Fund 661 - Motor Pool Fund:					
TOTAL REVENUES	190,000.00	190,000.00	102,886.71	87,113.29	54.15
TOTAL EXPENDITURES	471,395.88	472,964.68	282,573.74	190,390.94	59.75
NET OF REVENUES & EXPENDITURES	(281,395.88)	(282,964.68)	(179,687.03)	(103,277.65)	

Metro Police Authority Offense Summary

For Swartz Creek

Occurred 3/1/2022 - 3/31/2022

Offense	Total Offenses
1313 - 13001 - Assault and Battery/Simple Assault	4
1316 - 13003 - Intimidation	2
2304 - 23006 - Larceny - Parts and Accessories from Vehicle	1
2604 - 26003 - Fraud - Impersonation	1
2609 - 26007 - Fraud - Identity Theft	1
2999 - 29000 - Damage to Property (other)	1
5090 - 50000 - Sex Offender - Failure to Comply with Reporting Duties	1
8027 - 54002 - Operating with Blood Alcohol Content of .17% or more	1
8028 - 54002 - Operating with Blood Alcohol Content of .08% or more	1
8271 - 54003 - Traffic - No Operators License	1
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	3
8275 - 54003 - Traffic - Driver License Law Violations	1
8277 - 54003 - Traffic - Registration Law Violations	3
8328 - 54003 - Motor Vehicle Violation	3
9910 - 93001 - Traffic, Non-Criminal - Accident	8
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	1
9943 - 98007 - Inspections/Investigations - Suspicious Situations	1
9944 - 98008 - Inspections/Investigations - Lost and Found Prop	1
9947 - 99002 - Miscellaneous - Natural Death	1
9953 - 99008 - Miscellaneous - General Assistance	2
9954 - 99009 - Miscellaneous - Non-Criminal	2
Total	40

Board Chair
David Krueger

Chief of Police
Matthew Bade

Lieutenant
Todd Johnson

**METRO POLICE AUTHORITY OF GENESEE
COUNTY**

5420 Hill 23 Drive
Flint, MI 48507
(810) 820-2190
(810) 877-6537-FAX

information@metropolicegc.org

Board Members

Cory Bostwick
Dennis Cramer
Rae Lynn Hicks
Tonya Ketzler
Vane King
David Witter

Metro Police Authority Police Protection Unit Report- Q1 2022

The Swartz Creek Police Protection Unit calculation for Q1, 2022 is as follows:

2759 (hours/PPUs) / 13 weeks = 212 (hours/PPUs) averaged per week.

March 26th, 2022



Swartz Creek City Council:

Hometown days (a501C (3) organization) has been a consistent positive influence in the community for more the 30 years. No other activity impacts as many people as the annual summer kickoff event where not only many of the city residents participate but we also host thousands of visitors. We have enjoyed a great working relationship with every department in the city government and we have prided ourselves in being good `citizens` by helping to raise money by supporting nonprofits and business in our community and fire and other nonprofits.

To ensure a safe and successful event, Swartz Creek hometown days wants to insure you that we are taking all steps necessary to make sure all our guest and volunteers are kept safe by following all state mandates and CDC guidelines. We would like to request the support of the City of Swartz Creek in the form of providing appropriate traffic control structures with setup before, during and after our festival activities June 2nd through June -5th, 2022.

This cost has been incurred by the city in the past, we began the formal request process for Council action the last several years and are requesting same for this year.

We hereby request a formal allocation to support such cost as an integrated feature of the hometown day's permit.

Sincerely,

Brenda Huyck

President

Swartz Creek Hometown Days



March 26th, 2022

To: City of Swartz Creek,

As it is marked on map of city closures that we would like to continue to have the extra 500ft of walk way on Morrish Rd to the Kincaid property. We also ask for the left side of Fortino Dr next to post office which is city property.

We would also like permission to have access to DPW area for trash disposal, Golf cart storage and keys to outside gate and building to lock up golf carts in the evening. We would also like to request that if possible could the city order us 6 boxes of trash bags for weekend.

If you have any Questions please feel free to contact me.

Thank you for your time

Brenda Huyck

President

Swartz Creek Hometown days

810-922-7756



Adam Zettle and Swartz Creek City Council:

3-26-22

We, the Swartz Creek Hometown Days committee and volunteers, request a temporary exception to the Swartz Creek, MI Code of Ordinances Section 3-1. This ordinance states; "Keeping of certain animals prohibited. It shall be unlawful to keep, harbor, own, or in any way possess within the corporate limits of the City of Swartz Creek unless specifically authorized by an act of federal, state, or city government:..."

We are requesting an exception to this ordinance regarding the Swartz Creek Hometown Days festival that is being held June 2nd through June 5th. We are wishing to bring back the Whispering pines Mobile Farm/Petting Zoo. Agricultural tent. We also have added Mulow exotic reptile show. These animals will be present during the entirety of the Swartz Creek Hometown day's festival. To view specific times and dates that these animals will be available for the public to enjoy and will be listed in a brochure for this year.

The animals that will be present during this time are snakes, lizards, Camel, pigs, chickens, goats, cows, with other traditional farm animals in the Agricultural tent. These animals will be contained at all times and be under the supervision and protection of their handlers.

Our goal is and always has been, to create a fun, family friendly, educational experience for the thousands of visitors that visit this carnival each year. Thank you for your consideration in this request and we look forward to seeing you all at Swartz Creek Hometown Days!

Sincerely,

Brenda Huyck
President

Swartz Creek Hometown Days



April 19, 2022

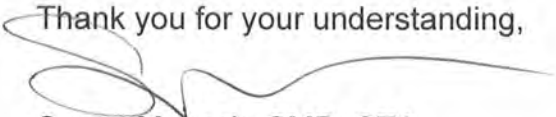
City of Swartz Creek
8083 Civic Dr
Swartz Creek, MI 48473

Dear City Council,

In regards to the City of Swartz Creek paperwork required to be submitted for the Swartz Creek Hometown Days Festival, June 2 – 5, 2022 to be held at 5086 Morrish Rd (Kincaid Field) Swartz Creek MI, we have not enclosed insurance copies for; Whispering Pines, Blueberry Hill Ponies Rides, and Zombie Paintball (Forza Entertainment). Once we receive a copy of their insurances we will forward on to the City of Swartz Creek.

If you have any questions, please feel free to contact me.

Thank you for your understanding,



Susan Mesack, CMP, CTA
Vice President/Logistics

PO Box 271 • Swartz Creek MI 48473 • 810-618-2452
www.swartzcreekhometowndays.org
Member: Michigan Festivals and Events Association
Michigan Association Fairs and Exhibitions



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/11/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Johnson, Kendall & Johnson, Inc. 109 Pheasant Run Newtown, PA 18940	CONTACT NAME: PHONE (A/C, No., Ext): (215) 968-4741 E-MAIL ADDRESS: info@jkj.com FAX (A/C, No.): (215) 968-0973
	INSURER(S) AFFORDING COVERAGE
INSURED Arnolds Amusements, Inc. et al 1140 Oak Terrace Dr. Traverse City, MI 49686	INSURER A : Everest National Insurance Company
	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			S18ML014771-221	4/8/2022	4/8/2023	EACH OCCURRENCE \$ 1,000,00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,00 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,00 GENERAL AGGREGATE \$ 2,000,00 PRODUCTS - COMP/OP AGG \$ 2,000,00 EMPLOYEE BEN AG \$ 2,000,00
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			S18ML014771-221	4/8/2022	4/8/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,00 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			S18ML014771-221	4/8/2022	4/8/2023	EACH OCCURRENCE \$ 4,000,00 AGGREGATE \$ 4,000,00 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	S18ML014771-221	4/8/2022	4/8/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,00 E.L. DISEASE - EA EMPLOYEE \$ 1,000,00 E.L. DISEASE - POLICY LIMIT \$ 1,000,00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
ADDITIONAL INSURED: SWARTZ CREEK HOMETOWN DAYS, CITY OF SWARTZ CREEK, WILLIAM KINCAID (Property Owner) as respects to the negligence of the named insured only.

CERTIFICATE HOLDER

CANCELLATION

SWARTZ CREEK HOME TOWN DAYS COMMITTEE
 PO BOX 271
 SWARTZ CREEK, MI 48473

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/01/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Al Bourdeau Insurance Agency - Port Huron 5651 Lakeshore Road Port Huron MI 48059		CONTACT NAME: Julie Moss PHONE (A/C, No, Ext): (810) 385-4417 FAX (A/C, No): (810) 385-7860 E-MAIL ADDRESS: juliem@albourdeauinsurance.com	
INSURED Muxlow Exotics, LLC 4450 Wellman Line Rd Brown City MI 48416-9719		INSURER(S) AFFORDING COVERAGE INSURER A: Michigan Millers Mutual INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 14508

COVERAGES**CERTIFICATE NUMBER:** CL2221568491**REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		C0520530	02/07/2022	02/07/2023	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			PER STATUTE OTHER \$
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Per the endorsement issued by the company and the policy conditions, Swartz Creek Hometown Days is included as additional insured for General Liability.

CERTIFICATE HOLDER**CANCELLATION**

Swartz Creek Hometown Days 5086 Morrish Road Swartz Creek MI 48473	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/31/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER PEEP Insurance 41 West Main Street Collegeville, PA 19426	CONTACT NAME: Dale Wittick, Jr., CPCU	
	PHONE (A/C, No, Ext): 215-733-7467	Fax (A/C, No, Ext):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Philadelphia Insurance Company		18058
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED
 The Society of American Magicians
 PEEP-C-2022-12658
 LaChance Magic
 11898 cedarbrook
 South Lyon, MI 48178

COVERAGES CERTIFICATE NUMBER: PEEP-C-2022-12658 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> _____ <input type="checkbox"/> _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER - PER INSURED	X		PHPK2140337	06/15/2021	06/15/2022	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000
							MED EXP (Any one person)	\$0
							PERSONAL & ADV INJURY	\$2,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						COMBINED SINGLE LIMIT (Ea accident)	
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
							EACH OCCURRENCE	
							AGGREGATE	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	
							E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Additional Insured status is included for all venues when it is required and the insured is on premise. The Automatic Additional Insured endorsement is PI-MANU-1 (01/00) and was issued with this certificate. The venue named in the Certificate Holder box is now added to the policy as an additional insured.

CERTIFICATE HOLDER Swartz Creek Hometown Days 5086 Morrish Rd Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Dale Wittick Jr CPCU</i>

2022 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY

DATE PERMIT(S) EXPIRE

Authority 2011 PA 256

The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not accept these applications if you are a group because of your size, subject age, subject height, marital status, disability, or address outside of your local jurisdiction with ready access, bearing in mind the Americans with Disabilities Act, you may have your needs known to this legislative body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

- Agricultural or Wildlife Fireworks
- Public Display
- Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes
- Articles Pyrotechnic
- Private Display
- Display Fireworks

NAME OF APPLICANT Swartz Creek Hometown Days, Inc.	ADDRESS OF APPLICANT P.O. Box 271, Swartz Creek, MI 48473	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
--	---	---

NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER Brenda Huyck	ADDRESS OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER
---	---

IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
---	--	------------------

NAME OF PYROTECHNIC OPERATOR Great Lakes Fireworks, LLC	ADDRESS OF PYROTECHNIC OPERATOR 3275 W. M-76, PO Box 276 West Branch, MI 48661	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---	--	--

NO. YEARS EXPERIENCE 20+	NO. DISPLAYS 200+	WHERE Throughout Michigan
------------------------------------	-----------------------------	-------------------------------------

NAME OF ASSISTANT TBD	ADDRESS OF ASSISTANT 24805 Marine Ave, Eastpointe, MI 48021	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---------------------------------	---	---

NAME OF OTHER ASSISTANT TBD	ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---------------------------------------	----------------------------	---

EXACT LOCATION OF PROPOSED DISPLAY
TBD

DATE OF PROPOSED DISPLAY June 3, 2022 (Rain: 6/4/2022)	TIME OF PROPOSED DISPLAY Approx. 10:00 pm
--	---

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT.

Stored at federally licensed facility until date of display.

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) \$5,000,000	NAME OF BONDING CORPORATION OR INSURANCE COMPANY Allied Specialty Insurance Company
---	---

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY
10451 Gulf Boulevard, Treasure Island, FL 33706

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
Approx. 350	3" shells
Approx. 80	4" shells
Approx. 35	5" shells

SIGNATURE OF APPLICANT	DATE
------------------------	------

2022 Permit for Fireworks Other Than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
------------------------	---

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of an at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
NAME OF PERSON PERMIT ISSUED TO Swartz Creek Hometown Days, Inc.		AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO P.O. Box 271, Swartz Creek, MI 48473		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION		
ADDRESS		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) Approx. 350 3" shells Approx. 80 4" shells Approx. 35 5" shells		
EXACT LOCATION OF DISPLAY OR USE TBD		
CITY, VILLAGE, TOWNSHIP Swartz Creek	DATE June 3, 2022 (Rain date: 6/4/2022)	TIME Approx. 10:00 pm
BOND OF INSURANCE FILED Yes		AMOUNT \$5,000,000

Issued by action of the Legislative Body of a <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of _____ on the _____ day of _____, 20__. _____ <small>(Signature and Title of Legislative Body Representative)</small>

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

GREAT LAKES FIREWORKS

3275 W. M-76 • West Branch, MI 48661 • Office: 989.726.5040 • Fax: 989.726.5041 • greatlakesfireworks.com

COMMUNICATION SHEET

PLEASE COMPLETE AND RETURN WITH YOUR SIGNED CONTRACT

CUSTOMER INFORMATION

Name Swartz Creek Hometown Days
Address PO Box 271
Swartz Creek, MI 48473

FIRING SITE INFORMATION

Location _____
Address _____
Swartz Creek MI 48473
Contact _____
Cell _____

C _____

Name Susan Mesack
Address 5295 Daval Dr
Swartz Creek MI 48473
Cell/Office 989-445-0505
Fax _____
Email smesack@comcast.net

SHOW INFORMATION

Date 6-3-22
Rain Date 6-4-22
Time Approx. 10:00 pm

AUTHORITY HAVING JURISDICTION

Fire Marshal / Fire Chief (Circle one)
Name Dave Plumb (Chief)
Address 8100 Civic Drive
Swartz Creek, MI 48473
Cell/Office 810.635.2300

ALTERNATE CONTACT

Name Brenda Huyck
Address 2451 Anna Clara Ct, PO Box 271
Swartz Creek, MI 48473
Cell/Office 810.348.7901
Fax _____
Email bshuyck@aol.com

DIRECTIONS TO SITE FROM MAJOR HIGHWAY

From I-69 exit 128 (Morrish Rd) south 1/2 mile to Miller Rd, west, 2 miles to Seymour Rd, south 1/2 mile to corner of Seymour Rd and Hill Rd - northwest corner of property

INSURANCE

Contract/certificate holder name Western Mutual Insurance Co/Swartz Creek Hometown Days
Additionally insured names Its Directors, Volunteers, City of Swartz Creek,

Infotrac Emergency Response No. (800)535-5035
Emergency Response Contract # 100552

Hazard Communication Safety Data Sheet (SDS)

10th/F, Chamber of Commerce Building, Liuyangdadao, Liuyang City, Hunan Province, China 410300

Phone: 86-731-8364 2988 Fax: 86-731-8368 7528

UN0335 1.3G Display Fireworks

Date Prepared: Feb 16th, 2017

Section 1, Identification

Each device labels:

- (1): Commodity description in both Chinese and English for SHESLLS SHESLLS
- (2): Warning labels for SHESLLS
- (3): Distributor name and address, Manufacturer name and address, Produce date, Country of origin
- (4): D.G Classification Number (Fireworks UN0335 1.3G) label on each device.

Cartons information:

Shells size, Shells item No., Packing, Shells item name, The same information as above section 1 part (3), Warning information, Order No., UN0335 1.3G, batch number, diamond 1.3G explosive mark label. Gross weight, Net weight, Product EX number.

Section 2, Hazard(s) identification

Warning label show correctly and safely display fireworks is put on each cartons and devices, all devices well packed into A-grade cardboard carton.

Classification: Dangerous good non hazardous substances as per APA 87-1 standard.

Fire Hazard: Products contains pyrotechnic substances capable of burning or explosive with intense heat. Produces oxidizer typically use potassium perchlorate and copper oxide and sulfur etc.

Risk Phrase: Pyrotechnic produced may be irritating to the eyes and respiratory system.

Section 3, Composition/information on ingredients

Shells Main ingredients:

Potassium Perchlorate—KClO₄

Potassium Nitrate—KNO₃

Strontium carbonate—SrCO₃

Sulfur— S

Carbon— C
Al+Mg Alloy
LAC—C16H24O5
Resin—C48H42O7
PVC—(C2HCl)n
Powder of polished glutinous rice

Section 4, First-aid measures

No chemical components are released during normal handling of this device. In normal use with adequate ventilation the smoke produced should not be a problem. However, ground level smoke generated during the shooting of public display shows may contain gases which may cause irritation of eyes and mucous membranes, prolonged inhalation of smoke should be avoided.

Swallowed: Not applicable

Eye: Hold eyes open and wash continuously with water for 15 minutes. Transport affected person to a doctor or a hospital.

Skin: Remove all contaminated clothing, including shoes. Wash affected areas with water.

Inhaled: Remove patient to fresh air, lay down and rest. If patient is not breathing, make sure airway is cleared and apply artificial respiration. Call doctor at once or transport patient to doctor or a hospital.

BURNS: Immerse affected area in cold water for 10 to 15 minutes. Bandage lightly with sterile dressing. Treat for shock if required. Transport to doctor or hospital.

ACUTE OR CHRONIC EXPOSURE: There have been no reports in the literature of detrimental health effects in workers from long term exposure to the substances composite in this product.

Persons with pre-existing respiratory conditions (i.e. asthma, emphysema, etc) should avoid inhalation of smoke. Move to fresh air and avoid further exposure to smoke and seek medical assistance.

Section 5, Fire-fighting measures

Do not fight explode fireworks, Fireworks will burn rapidly in the event of fire. If a large amount of fireworks are involved, allow them to burn and prevent

spread of fire.

possible. Do not use suffocation methods - devices contain their own oxygen.
Do Not Smoke at any time when dealing with pyrotechnic devices!!!

Section 6, Accidental release measures

In case of spillage, dampen powders with water. Sweep up any powders using natural fibre brushes and non ferrous dust pans not steel, or any material that could produce sparks or present a risk of static discharge.

Prolonged exposure to smoke generated during the shooting of this device may cause respiratory irritation, difficulty in breathing, headaches, nausea and irritation of eyes and may result in vomiting.

Carefully pick up spills with non-sparking and non-static producing tools. Supervision only by a person knowledgeable in explosives. Avoid skin contact. In case of contact with skin, wash hands immediately.

Section 7, Handling and storage

No smoking and keep fire away. Store in a cool dry place, humidity should preferably be less than 70%. Avoid extreme temperatures. In particular sub-zero temperatures where freezing and re-thaw can alter the performance of the article.

HANDLING: Fireworks are explosive substances, thus should be handled with the utmost caution at all times. Never THROW ROLL , or use a HOOK on the cartons and never transport unpack, or store close to fire and hot items, such as a heater pipe. All persons who handle these fireworks should have had at least two years of supervised training with display fireworks and display fireworks safety. All persons who handle these fireworks should wear ear and eye protection and should wear fire retardant gear from their hardhats to fireproof boots. No persons under the age of 18 may be allowed access to fireworks or firing site at any time.

Conditions to Avoid: No open items, smoking and moisture in the vicinity of stored fireworks, avoid friction and impact.

Incompatibility: Do not allow fireworks to get wet.

Section 8, Exposure controls/personal protection

Eye Protection: None.

Respiratory Protection: None.

Skin Protection: Metal free and non-static producing clothes.

Other Protection: None.

Ventilation Recommended: Not required in open, unconfined areas.

Section 9, Physical and chemical properties

Solubility in Water: Slight

Appearance and Odor: All pyrotechnic composition is contained in a cardboard casing. Usually they are cardboard balls or cardboard tubes individually or in a group combination.

Hazardous Decomposition Products: Smoke generated during the use of these devices may contain small amount of Carbon Monoxide, Hydrogen Sulfite and Nitrogen Oxides. Avoid prolonged inhalation of smoke.

Section 10, Stability and reactivity

Stability: Stable

Thermal Stability Test Results: The test was performed on the Display Fireworks semi-finished and finished items at our factory and also tested by Liuyang CIQ laboratory. The device did not ignite, explode, or undergo any significant decomposition during heating at 75°C (167°F) for 48 hours.

Drop test results: The finished items /device from each batch of the order was performed by 12 meters high drop test by Liuyang CIQ laboratory. The device did not ignite, explode.

Hazardous Polymerization: Will Not Occur

Section 11, Toxicological Information

Inhalation: Yes, when shooting. (Refer to above Section 6)

Skin: No.

Ingestion: No.

Section 12: Ecological Information

There have been no reports in the literature of detrimental ecological effects from exposure to the substances composite in this product.

Section 13: Disposal Considerations

Disposal of unfired products should only be carried out by a licensed pyrotechnic waste disposal contractor. Provide that the products case can be determined as free from explosives by a licensed pyrotechnician, the spent cases can go to licensed landfill.

Section 14, Transport information

Shipping name: Fireworks

Hazard Class: 1.3G

The local CIQ Inspection bureau spot check every batch of cargos before any shipments. Then issue commodity inspection certificate and dangerous goods transport package identification for us to declare to the customs.

The containers usually ship to loading port by truck or by barge. Next they will be loaded to the vessel shipping to port of discharge by sea, then ship to place of delivery by rail. At last the consignee will pick it up by truck after finish customs clearance.

Pyrotechnics must travel within their original UN approved packaging.

Section 15: Regulatory Information

It is a regulation in every state or territory in US that a license is required to purchase, keep and use this product.

It is a requirement in every state and territory in US that notification be made to ATF, Police, Fire services, Safety authorities, of any intended display using display pyrotechnics.

Section 16: Other Information

Manufacturer/ Supplier: Freedom Fireworks Trading Co., Ltd.

Address: 10th/F, Chamber of Commerce Building, Liuyangdadao, Liuyang City, Hunan Province, China 410300

Telephone: +86 731 8364 2988

Fax: +86 731 8368 7528

Contact Person in emergency: Leonard Liu

Swartz Creek Hometown Days - Fireworks

8230 Crapo St, Swartz Creek MI 48473

Fireworks By Great Lakes Fireworks

Fireworks Date June 3, 2022

Fireworks Rain Date June 4, 2022

- X** Firing Site - 3", 4" & 5" 1.6G Aerial Shells
 - O** 700' Diameter Circle
 - 350' Radius (5" maximum)
- The display will be limited to 5" maximum aerial display shells, manually and electrically fired in accordance with NFPA.



Shuttle



Property Owners Permission Request

To: Swartz Creek Hometown Days
ATT: Vice President/Logistics
PO Box 271
Swartz Creek, MI 48473

We, RITE-AID 4440, give permission to Swartz Creek Hometown Days Committee (HTD) use of the back parking lot property at 9090 Miller Rd, Swartz Creek MI for shuttle service for HTD Hometown Days Festival from June 2 - 5, 2022. We understand that we are added to HTD General Liability Insurance (certificate of insurance will be provided) for any and all accidents that may occur.

Sincerely,

JEFF JASON

3/11/22

Signature

Print Name

Date

810 635-4481

Email

Phone Number



SWART-9

QP ID:

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/05/2022

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PRODUCER Blackmore-Rowe Insurance P. O. Box 320407 G-6235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston 810-720-8244	CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 15350
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COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		1337672	01/01/2022	01/01/2023	EACH OCCURRENCE \$ 1,000,0 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,0 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,0 GENERAL AGGREGATE \$ 2,000,0 PRODUCTS - COMP/OP AGG \$ 2,000,0
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NF) <input type="checkbox"/> Y/N If yes, describe under: DESCRIPTION OF OPERATIONS below			N/A			PER STATUTE OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER RITEADS Rite-Aid Attn: Jeff Jason 9090 Miller Rd Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i> April 25, 2022
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SWARTZ CREEK COMMUNITY SCHOOLS

8354 Cappy Lane - Swartz Creek, MI 48473-1299
(810) 591-2300 - Fax: (810) 591-2784
www.swartzcreek.org

February 22, 2022

Brenda Huyck
Hometown Days Committee

Dear Brenda:

It is my understanding that the Hometown Days Committee will need the use of the following school property and buildings for the Hometown Days events:

Middle School Service Drive	Thursday, June 2, 2022	9:30 a.m. – 2:00 p.m.
Middle School Fields	Friday, June 3, 2022	11:00 a.m. – 11:00 p.m.
High School Parking Lots	Saturday, June 4, 2022	7:00 a.m. – 1:30 p.m.
Bus Lot Area	Saturday, June 4, 2022	7:00 a.m. – 1:30 a.m.
PAC Drive for Parade	Saturday, June 4, 2022	7:00 a.m. – 1:30 p.m.
Press Box Area	Friday, June 3, 2022	4:00 p.m. – 11:00 p.m.
Mary Crapo	Whole Weekend	9:00 a.m. – 2:00 p.m.
High School Field	Friday, June 3 & Sat, June 4	All Day

Gate on dirt path by Huts should be open on Saturday and Sunday

Please be sure to provide appropriate supervision and insurance of \$1,000,000.00 liability to the Swartz Creek Community School District by May 15, 2022 in order to effectuate the use of these facilities and grounds.

Sincerely,



Benjamin Mainka
Superintendent
Swartz Creek Community Schools

Cc: M. Titsworth D. Simonsen
C. Gray M. Wildey
R. Hunt K. Prieur
A. Lashbrook T. Smith
R. Hetherton K. Mohr
J. Kitchen A. Trzebiatowski

*If fireworks are cancelled due to weather on Friday, then the make-up will be Saturday night at the same times, utilizing Middle School fields.



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INSURED: Swartz Creek Home Town Days Brenda Huyck PO Box 271 Swartz Creek, MI 48473		INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Insurance Company NAIC # 15350 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

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						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,00
						MED EXP (Any one person)	\$
						PERSONAL & ADV INJURY	\$ 1,000,00
						GENERAL AGGREGATE	\$ 2,000,00
						PRODUCTS - COMP/OP AGG	\$ 2,000,00
							\$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRE AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> Y/N <input type="checkbox"/> N/A				PER STATUTE OTH-ER	
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

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WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER SCCOMMU Swartz Creek Community Schools Stacy Witt 8354 Cappy Ln Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i>
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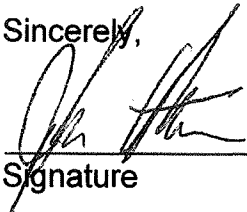
Pre-Garaging
Parking



Property Owners Permission Request

To: Swartz Creek Hometown Days
ATT: Vice President/Logistics
PO Box 271
Swartz Creek, MI 48473

I, John Atkinson, give permission to City of Swartz Creek and Swartz Creek Hometown Days Committee (HTD) use of the property of Atkinson Construction from Monday May 30, 2022 to Tuesday June 7, 2022 for HTD activities. **PARKING IS ONLY ALLOWED ON GRAVEL AREAS – PHOTOS PROVIDED TO ARNOLDS AMUSEMENTS.** I understand that we are added to HTD General Liability Insurance for any and all accidents that may occur.

Sincerely,

Signature John Atkinson Print Name 2-1-22 Date
810-621-3272
Email Address Phone



SWART-9

OP ID: 3

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/05/2022

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PRODUCER Blackmore-Rowe Insurance P. O. Box 320407 G-6235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston		810-720-8244 CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS:
INSURED Swartz Creek Home Town Days Brenda Huyck PO Box 271 Swartz Creek, MI 48473		INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
		NAIC # 15350

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	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$ PER STATUTE OTHER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER ATKINSO Atkinson Construction Jerry Atkinson 1258 Lansing Hwy Durand, MI 48429 City Council Packet	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i> April 25, 2022
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smesack@comcast.net

*Kallas Heating
& Cooling*

From: Front Desk <kallasheatandcool@msn.com>
Sent: Tuesday, January 25, 2022 1:05 PM
To: smesack@comcast.net
Subject: Re: Swartz Creek Hometown Days

Yes! anything you need you got it!

Julie



Kallas Heating & Cooling, Inc.
8077 Miller Road
Swartz Creek, MI 48473
810-635-4159

From: smesack@comcast.net <smesack@comcast.net>
Sent: Sunday, January 23, 2022 10:42 AM
To: 'Front Desk' <kallasheatandcool@msn.com>
Subject: Swartz Creek Hometown Days

Hi Julie, We would like to ask permission to use Kallas Heating and Cooling property, 8077 Miller Rd, Swatz Creek MI for our parade announcing on Saturday June 4, 2022. We will add your property to our General Liability insurance for any and all accidents that may occur.

Please respond to this email with your permission for use of your property. If you have any questions, please let me know.

Thank you in advance
Susan Mesack, CMP, CTA
Vice President/Logistics
Swartz Creek Hometown Days
989-445-0505



SWART-9

OP ID: 5

CERTIFICATE OF LIABILITY INSURANCE

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04/05/2022

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PRODUCER: Blackmore-Rowe Insurance P. O. Box 320407 G-6235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston	810-720-8244	CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE	
INSURED: Swartz Creek Home Town Days Branda Hlyck PO Box 271 Swartz Creek, MI 48473	INSURER A: West Bend Insurance Company NAIC # 15350	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

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	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
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WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER CANCELLATION

KALLASH Kallas Heating and Cooling Julie Kallas 8077 Miller Rd Swartz Creek, MI 48473	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i> April 25, 2022
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O'Brien's Garage



Property Owners Permission Request

To: Swartz Creek Hometown Days
ATT: Vice President/Logistics
PO Box 271
Swartz Creek, MI 48473

We, MARK O'Brien, give permission to City of Swartz Creek and Swartz Creek Hometown Days Committee (HTD) use of the property of O'Brien's Garage, 5099 Morrish Rd, Swartz Creek MI, from Monday May 30, 2022 to Monday June 6, 2022. We understand that we are added to HTD General Liability Insurance for any and all accidents that may occur.

Sincerely,

Signature

MARK O'BRIEN

Print Name

1-26-22

Date

635-4500

Phone Number

Email



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/05/2022

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PRODUCER: Blackmore-Rowe Insurance P. O. Box 320407 G-5235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston	810-720-8244
INSURED: Swartz Creek Home Town Days Brenda Huyck PO Box 271 Swartz Creek, MI 48473	CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	West Bend Insurance Company	15350
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
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INSTR	TYPE OF INSURANCE:		ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X	COMMERCIAL GENERAL LIABILITY			1337672	01/01/2022	01/01/2023	EACH OCCURRENCE	\$ 1,000,00
		CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,00
		GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$ 1,000,00
		OTHER:						GENERAL AGGREGATE	\$ 2,000,00
								PRODUCTS - COMP/OP AGG	\$ 2,000,00
		AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
		ANY AUTO OWNED AUTOS ONLY						BODILY INJURY (Per person)	\$
		Hired Autos Only						BODILY INJURY (Per accident)	\$
		SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	\$
		NON-OWNED AUTOS ONLY							\$
		UMBRELLA LIAB						EACH OCCURRENCE	\$
		EXCESS LIAB						AGGREGATE	\$
		DED							\$
		RETENTION: \$							\$
		WORKERS COMPENSATION AND EMPLOYERS LIABILITY						PER STATUTE	OTHER
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		N/A				E.L. EACH ACCIDENT	\$
		If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
								E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER Mark O'Brien/O'Brien's Garage 5099 S Morrish Road Swartz Creek, MI 48473	MARKOBR
	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i>

smesack@comcast.net

The Oasis Place

From: Dan Rhanor <theoasisplace@outlook.com>
Sent: Sunday, January 23, 2022 8:27 PM
To: smesack@comcast.net
Subject: Re: Swartz Creek Hometown Days

Yes you may use our parking lot for home town days

Sent from my iPhone

On Jan 23, 2022, at 10:58, smesack@comcast.net wrote:

Hello Dan , it's that time of year again to ask permission for Swartz Creek Hometown Days Festival to use The Oasis Place parking lot for our guests from June 2 – 5, 2022. We will add The Oasis Place to our General Liability insurance for any and all accidents that may occur.

Please respond to this email with your permission for use of your property. If you have any questions, please let me know.

Thank you in advance

Susan Mesack, CMP, CTA

Vice President/Logistics

Swartz Creek Hometown Days

989-445-0505



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/05/2022

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PRODUCER Blackmore-Rowe Insurance P. O. Box 320407 G-6235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston	810-720-8244	CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE	
INSURED Swartz Creek Home Town Days Brenda Huyck PO Box 271 Swartz Creek, MI 48473	INSURER A: West Bend Insurance Company NAIC # 15350	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOG OTHER:	X		1337672	01/01/2022	01/01/2023	EACH OCCURRENCE \$ 1,000,00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,00 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,00 GENERAL AGGREGATE \$ 2,000,00 PRODUCTS - COMP/OP AGG \$ 2,000,00 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB OCCUR: <input type="checkbox"/> CLAIMS-MADE: <input type="checkbox"/> DED: RETENTION: \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER THEOASI The Oasis Place Dan Rhanor 4494 Morrish Rd Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i> April 25, 2022
---	---

smesack@comcast.net

Parade
St Mary's
Church

From: Al Moreno <amoreno@smqa.net>
Sent: Sunday, January 23, 2022 1:29 PM
To: smesack@comcast.net
Cc: Wendy Ashley
Subject: Re: Swartz Creek Hometown Days

Absolutely. More than happy to help out. Al

Sent from my iPhone

On Jan 23, 2022, at 10:53 AM, smesack@comcast.net wrote:

Hello, It's that time of year again to ask permission for Swartz Creek Hometown Days to use St Mary's Church parking lot on Saturday 4, 2022 for our parade ending route. We will add St Mary's Church to our General Liability insurance for any and all accidents that may occur.

Please respond to this email with your permission for use of your property. If you have any questions, please let me know.

Thank you in advance

Susan Mesack, CMP, CTA

Vice President/Logistics

Swartz Creek Hometown Days

989-445-0505



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/05/2022

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	INSURED: Swartz Creek Home Town Days Brenda Huyc PO Box 271 Swartz Creek, MI 48473		INSURER(S) AFFORDING COVERAGE	
		INSURER A: West Bend Insurance Company		NAIC # 15350
		INSURER B:		
		INSURER C:		
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			1337672	01/01/2022	01/01/2023	EACH OCCURRENCE	\$ 1,000.00
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100.00
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$ 1,000.00
							GENERAL AGGREGATE	\$ 2,000.00
							PRODUCTS - COMP/OP AGG	\$ 2,000.00
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
WB1890 - Blanket Additional Insured

CERTIFICATE HOLDER STMARYS St. Mary's Queen of Angels 7563 Mary St Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i> April 25, 2022
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Fireworks
Ashley Hotchkiss

smesack@comcast.net

From: hotchkissashley@yahoo.com
Sent: Friday, March 4, 2022 11:43 PM
To: smesack@comcast.net
Subject: Re: Swartz Creek Hometown Days Permission Request

I give permission for use of the property during the Hometown Days event.

-Ashley Hotchkiss

On Wednesday, March 2, 2022, 12:23:11 PM EST, <smesack@comcast.net> wrote:

Hello Ashley, It's that time of year again when Swartz Creek Hometown Days is asking permission to use your properties; 8280 Crapo, 8300 Crapo, and 52 acres of adjacent land adjacent to Swartz Creek Middle School field for fireworks display during Swartz Creek Hometown Days Festival June 3, 2022 with a rain date of June 4, 2022. We will list your properties as additional insures on our General Liability insurance and Great Lakes Fireworks Company and all proper permits will be issued by the City of Swartz Creek City Council upon recommendation of the Swartz Creek Fire Chief.

Please respond to this email wit your permission for use of your properties. If you have any questions, please let me know.

Thank you in advance

Susan Mesack, CMP, CTA

Vice President

Swart Creek Hometown Days

C; 989-445-0505



SWART-9

OP ID:

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/05/2022

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PRODUCER Blackmore-Rowe Insurance P. O. Box 320407 G-5235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston	810-720-8244		CONTACT NAME: Shelly Horkey PHONE (A/C, No, Ext): 810-720-8244 FAX (A/C, No): 810-720-8238 E-MAIL ADDRESS:
			INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Swartz Creek Home Town Days Brenda Huyck PO Box 271 Swartz Creek, MI 48473			NAIC # 15350

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		1337672	01/01/2022	01/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
WB1890 - Blanket Additional Insured
Loc: 8280 & 8300 Crapo St, Swartz Creek, MI 48473, Vacant Land

CERTIFICATE HOLDER HOTCHKI Ashley Hotchkiss 8300 Crapo St Swartz Creek, MI 48473	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jamie Youngston <i>James N. Youngston</i> April 25, 2022
--	--

smesack@comcast.net

Car Show
Masonic Temple

From: Duane Danks <drdanks@yahoo.com>
Sent: Monday, February 21, 2022 11:29 AM
To: bshuyck@aol.com
Cc: bill@cooksDiesel.com; kim@cooksDiesel.com; smesack@comcast.net
Subject: Re: Swartz Creek Masonic Hall

7449 Miller Rd is the address of the hall. Mailings can go to me at 4173 Hickory Ln in Swartz Creek.

Sent from Yahoo Mail for iPhone

On Monday, February 21, 2022, 11:22 AM, bshuyck@aol.com wrote:

Thank you, Duane

I will need address of lodge and mailing address so we can start that process moving forward I have CC everyone on committee that this involves. I am home, please reach out with a good time to talk details.

Have a good Day

Brenda Huyck
810-922-7756

-----Original Message-----

From: Duane Danks <drdanks@yahoo.com>
To: bshuyck@aol.com <bshuyck@aol.com>
Sent: Tue, Feb 15, 2022 9:30 am
Subject: Re: Swartz Creek Masonic Hall

Hi Brenda,

Sorry for the late response and thank you both for coming out to see us last week.

We did have a vote and approved holding the car show at the Swartz Creek Masonic Hall.

In the morning we plan to have a breakfast open to the public but only for 2-3 hours. This would allow the Kiwanis Club to have their hot dog stand for the afternoon.

When you return we can talk and work out any details that may involve us.

Duane
(810) 240-5866

On Thursday, January 20, 2022, 03:45:36 PM EST, Duane Danks <drdanks@yahoo.com> wrote:

Brenda,



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/05/2022

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PRODUCER Blackmore-Rowe Insurance P. O. Box 320407 G-6235 Corunna Road, Suite H Flint, MI 48532 Jamie Youngston	810-720-8244		CONTACT NAME: Shelly Horkey
			PHONE (A/C, No, Ext): 810-720-8244
			FAX (A/C, No): 810-720-8238
E-MAIL ADDRESS:			
INSURER(S) AFFORDING COVERAGE			NAIC #
INSURER A: West Bend Insurance Company			15350
INSURER B:			
INSURER C:			
INSURER D:			
INSURER E:			
INSURER F:			

INSURED
 Swartz Creek Home Town Days
 Brenda Huyck
 PO Box 271
 Swartz Creek, MI 48473

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			1337672	01/01/2022	01/01/2023	EACH OCCURRENCE	\$ 1,000,00
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,00
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$ 1,000,00
							GENERAL AGGREGATE	\$ 2,000,00
							PRODUCTS - COMP/OP AGG	\$ 2,000,00
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

WB1890 - Blanket Additional Insured
Event: Car show - 7449 Miller Road, Swartz Creek, MI

CERTIFICATE HOLDER

CANCELLATION

MASONIC

Masonic Temple
Duane Danks
4173 Hickory Lane
Swartz Creek, MI 48473

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Jamie Youngston *James N. Youngston*
April 25, 2022

The members of Swartz Creek Masonic Temple Association are in favor of supporting the Hometown Days events by hosting the car show for the day of June 4, 2022.

They of course have questions, some of which you have already answered directly to some of us.

You said we would be added to the insurance policy.

What does that cover? Damages to the property, building, grounds, parking lot?
Is it good for the entire hometown days weekend or just the day of the car show?
Are porta-potties supplied?

We plan to open our building to the public as well. We assume that's not a problem.

If the weather is bad or has been raining or the ground is soft, the cars will be parked in the parking lot.

This takes into account the common practice of some classic car owners not to have their car out in the rain.

Can you clarify these questions for us and provide any other information.

We're also having our next meeting on Wednesday, February 2nd at 5:00pm if you'd like to visit us again. After that meeting we will have our official answer but it seems favorable so far.

Duane R. Danks PM
President - Swartz Creek Masonic Temple Assoc.
(810) 240-5866



Where Friendships Last Forever

RESOLUTION # _____

CITY OF SWARTZ CREEK STREET CLOSURE/USE APPLICATION

DATE OF REQUEST: 3-29-22

SPONSOR ORGANIZATION: Swartz Creek Hometown Days

AUTHORIZED REPRESENTATIVE: Susan Mesack

WORK ADDRESS: PO Box 271, Swartz Creek HOME ADDRESS: 5295 Daval Dr, Swartz Creek

PHONE NO: WORK (810) 618-2452 HOME: () CELL: (989) 445-0505

EMAIL ADDRESS: smesack@comcast.net

TYPE OF EVENT: (check box)

PARADE ** (Draw Route on Attached Map)

CARNIVAL Arnolds Amusements

FOOT/BIKE RACE

CRAFT SHOW

CONCERT

OTHER: _____

6-2-22 thru

DATE OF EVENT: 6 / 5 / 22 Thurs. 4PM - 10PM, Fri 10am - 11PM, Sat 10am - 11pm, Sun 12PM - 6PM

TIME OF EVENT: FROM: _____ AM/PM TO: _____ AM/PM

ESTIMATED NUMBER OF PARTICIPANTS: 35,000

DESCRIPTION OF EVENT; NOTE STREETS REQUESTED TO BE CLOSED/USED:

Morrish Rd from Miller Rd south to Wade St, all of Holland Dr, all city owned property in the area. Property along Fortino Dr, including property next to Post Office. Ingells west of Morrish Rd to First St.

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

FOR: Swartz Creek Hometown Days
(Organization)

BY: Susan Mesack, Vice President/Logistics
(Authorized Representative)

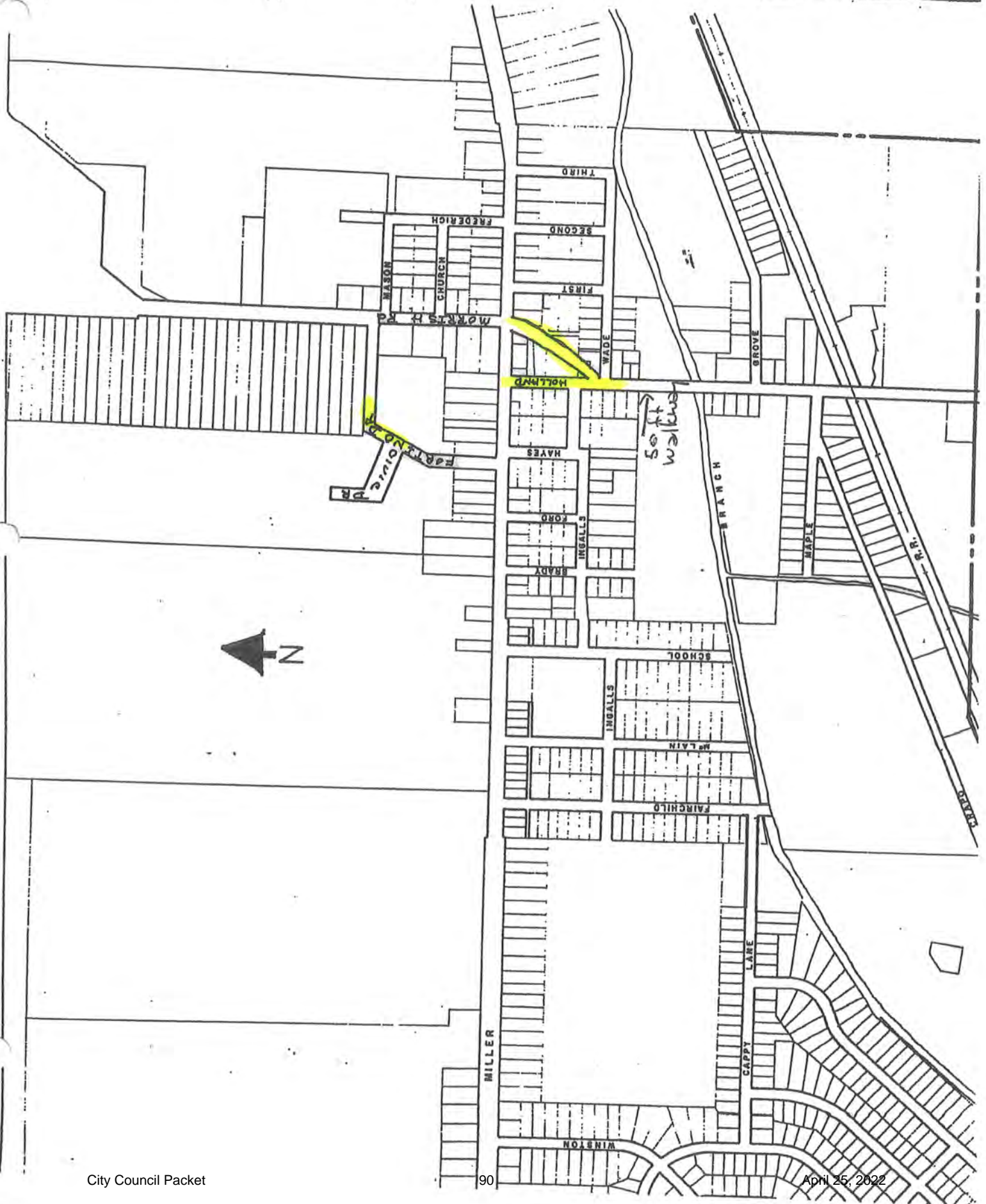
APPROVED BY:
(Chief of Police)

(Street Administrator)

* The throwing of any item(s) from any vehicle during the course of a parade is strictly prohibited and violations may result in criminal prosecution and/or the denial of future permit applications.

**The Chief of Police reserves the right to determine the length of time that any street(s) remain(s) closed to traffic.

Swartz Creek Hometown Days 2022 Carnival





RESOLUTION # _____

CITY OF SWARTZ CREEK STREET CLOSURE/USE APPLICATION

DATE OF REQUEST: April 12, 2022

SPONSOR ORGANIZATION: Swartz Creek Hometown Days

AUTHORIZED REPRESENTATIVE: Susan Mesack

WORK ADDRESS: PO Box 271, Swartz Creek MI HOME ADDRESS: 5295 Daval Dr, Swartz Creek MI

PHONE NO: WORK () 810-618-2452 HOME: () _____ CELL: () 989-445-0505

EMAIL ADDRESS: smesack@comcast.net

TYPE OF EVENT: (check box)

PARADE ** (Draw Route on Attached Map)

CARNIVAL

FOOT/BIKE RACE

CRAFT SHOW

CONCERT

OTHER: _____

DATE OF EVENT: 6 / 4 / 22

TIME OF EVENT: FROM: 10:00 AM PM TO: 2:00 AM PM

ESTIMATED NUMBER OF PARTICIPANTS: 10,000

DESCRIPTION OF EVENT; NOTE STREETS REQUESTED TO BE CLOSED/USED:

Coming out of driveway of Swartz Creek High School PAC, east on Miller Rd, south on Hayes, west on Ingalls, south on School St, west on Ingalls, south on Fairchild, west on Cappy Lane, ending at Swartz Creek High School Parking lot

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

FOR: Swartz Creek Hometown Days
(Organization)

BY: Susan Mesack, Vice President/Logistics
(Authorized Representative)

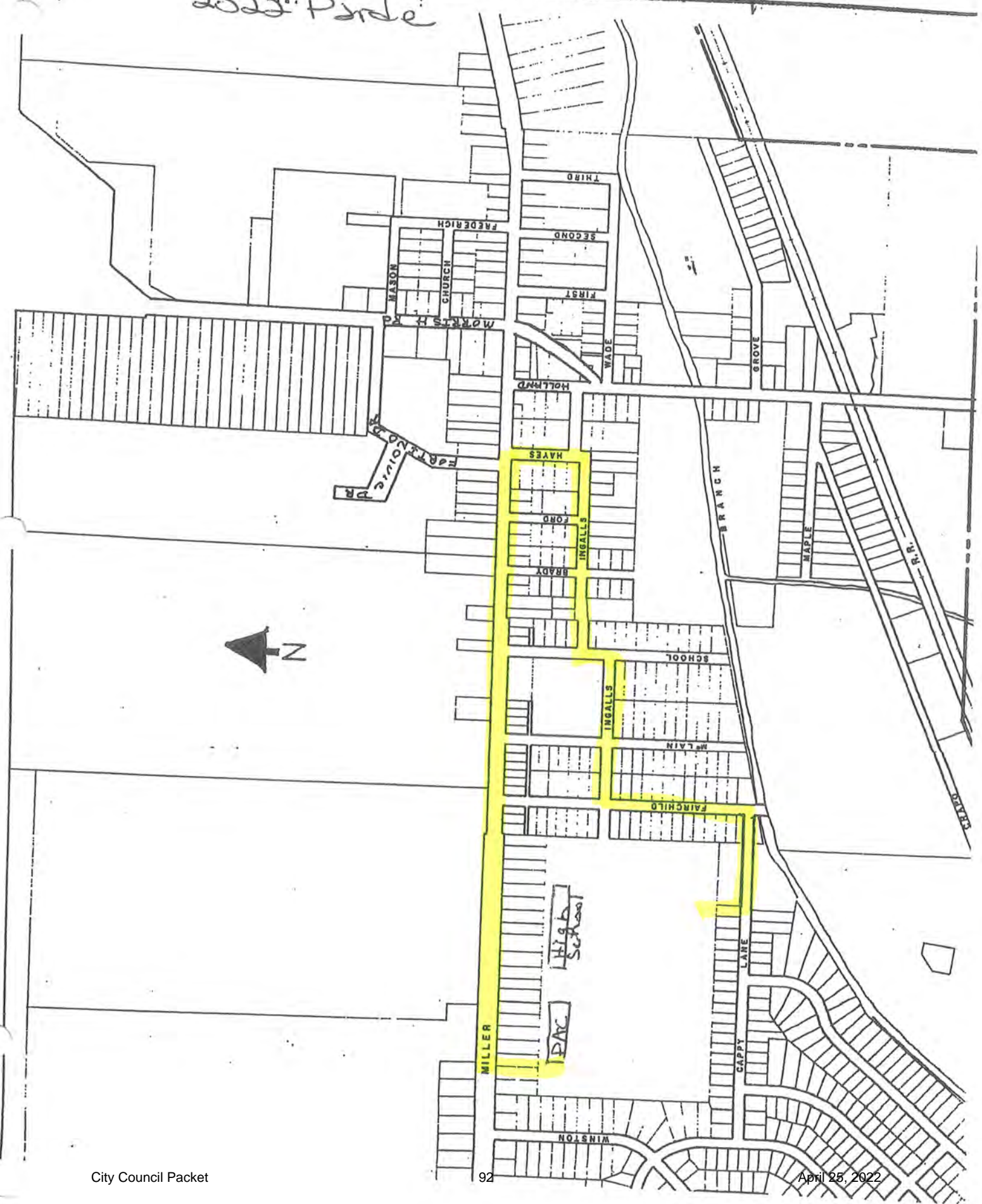
APPROVED BY: [Signature]
(Chief of Police)

(Street Administrator)

* The throwing of any item(s) from any vehicle during the course of a parade is strictly prohibited and violations may result in criminal prosecution and/or the denial of future permit applications.

**The Chief of Police reserves the right to determine the length of time that any street(s) remain(s) closed to traffic.

Swartz Creek Hometown Days
2022 Parade




CITY OF SWARTZ CREEK PARADE REGULATIONS

The approval of a street closure request and/or a “parade permit” is based on the assumption that the event coordinator(s) fully understand and accept the following regulations regarding the event:

1. The throwing of any object(s) from any vehicle during the course of the parade is prohibited by ordinance. Violations of this ordinance could result in prosecution and/or the denial of future permit requests.
2. The closing of major thoroughfares entails the rerouting of thousands of motorists and the interruption of commerce. It is imperative that parades begin and end on time so as not to unnecessarily disrupt the usual course of traffic and business.
3. Parade organizers must provide a means of direct communication between the event coordinator and the Chief of Police (or his designate) during the course of the parade in order to address any dangerous conditions that may develop during the course of the event.
4. The practice of parade participants jumping onto or off of moving vehicles in the parade is prohibited.
5. When determining the staging area for parade participants, organizers should ensure that the area is sufficient in size to accommodate all entries without creating traffic or pedestrian hazards.

It is the responsibility of the event coordinator(s) to ensure that all parade participants are made aware of the regulations that directly affect them and by signing this document hereby acknowledge that they have received a copy of these regulations and accept said responsibility.

By:  Brooke Jansen For: Swartz Creek Hometown Days
(Event Coordinator or Representative) (Organization)



Adam Zettle and Swartz Creek City Council:

3-26-22

We, the Swartz Creek Hometown Days committee and volunteers, request a temporary exception to the Swartz Creek, MI Code of Ordinances Section 3-1. This ordinance states; “Keeping of certain animals prohibited. It shall be unlawful to keep, harbor, own, or in any way possess within the corporate limits of the City of Swartz Creek unless specifically authorized by an act of federal, state, or city government:...”

We are requesting an exception to this ordinance regarding the Swartz Creek Hometown Days festival that is being held June 2nd through June 5th. We are wishing to bring back the Whispering pines Mobile Farm/Petting Zoo. Agricultural tent. We also have added Mulow exotic reptile show. These animals will be present during the entirety of the Swartz Creek Hometown day’s festival. To view specific times and dates that these animals will be available for the public to enjoy and will be listed in a brochure for this year.

The animals that will be present during this time are snakes, lizards, Camel, pigs, chickens, goats, cows, with other traditional farm animals in the Agricultural tent. These animals will be contained at all times and be under the supervision and protection of their handlers.

Our goal is and always has been, to create a fun, family friendly, educational experience for the thousands of visitors that visit this carnival each year. Thank you for your consideration in this request and we look forward to seeing you all at Swartz Creek Hometown Days!

Sincerely,

Brenda Huyck
President

Swartz Creek Hometown Days



RESOLUTION # _____

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

DATE OF REQUEST: April 11, 2022
SPONSOR ORGANIZATION: Jeepers Creepers, Inc.
AUTHORIZED REPRESENTATIVE: Lania Rocha, president
WORK ADDRESS: _____ HOME ADDRESS: 609 E. Attraction Flint 48507
PHONE NO: WORK () _____ HOME: () _____ CELL: () 989.332.2055
EMAIL ADDRESS: jeeperscreepers@gmail.com
TYPE OF EVENT: (check box)

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

DATE OF EVENT: 5/19/22
TIME OF EVENT: FROM: 5 AM/PM TO: 9 AM/PM
ESTIMATED NUMBER OF PARTICIPANTS: 200

DESCRIPTION OF EVENT; NOTE STREETS REQUESTED TO BE CLOSED/USED:
Jeepers Creepers requests use of Holland Square and Holland Drive for monthly craft markets and food trucks on the third Saturday from May to September. (5/19, 6/16, 7/14, 8/18, 9/15)

The applicant agrees, as a condition of the granting of this permit, to hold the City of Swartz Creek, its officers, Dates for Saturdays are affirmed to be 5/21, 6/18, 7/16, 8/20, and 9/17 liability from any injuries caused to persons or property in connection with the event. The applicant shall provide the City with evidence of insurance for such liability in the amount of \$1,000,000/2,000,000 aggregate with a deductible of \$100,000. The City of Swartz Creek shall be named as an insured party on said policy. The policy shall also contain a provision providing the City with ten (10) days written notice of cancellation.

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

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

THIS REQUEST AND ALL REQUIRED ASSOCIATED DOCUMENTS MUST BE SUBMITTED TO THE
CITY HALL NO LATER THAN THIRTY (30) DAYS PRIOR TO EVENT DATE
CITY OF SWARTZ CREEK
STREET APPLICATION
CHECKLIST

- ☐ APPLICATION MUST BE COMPLETED THIRTY (30) DAYS PRIOR TO EVENT
- ☐ EVERY LINE ON APPLICATION MUST BE COMPLETED AND ROUTE DRAWN ON ATTACHED MAP
- ☐ APPLICANT SHALL PROVIDE THE CITY WITH EVIDENCE OF INSURANCE FOR AMOUNT DETERMINED ADEQUATE BY THE CITY ATTORNEY

CITY OF SWARTZ CREEK PARADE REGULATIONS

The approval of a street closure request and/or a "parade permit" is based on the assumption that the event coordinator(s) fully understand and accept the following regulations regarding the event:

1. The throwing of any object(s) from any vehicle during the course of the parade is prohibited by ordinance. Violations of this ordinance could result in prosecution and/or the denial of future permit requests.
2. The closing of major thorough fares entails the rerouting of thousands of motorists and the interruption of commerce. It is imperative that parades begin and end on time so as not to unnecessarily disrupt the usual course of traffic and business.
3. Parade organizers must provide a means of direct communication between the event coordinator and the Chief of Police (or his designate) during the course of the parade in order to address any dangerous conditions that may develop during the course of the event.
4. The practice of parade participants jumping onto or off of moving vehicles in the parade is prohibited.
5. When determining the staging area for parade participants, organizers should ensure that the area is sufficient in size to accommodate all entries without creating traffic or pedestrian hazards.

It is the responsibility of the event coordinator(s) to ensure that all parade participants are made aware of the regulations that directly affect them and by signing this document hereby acknowledge that they have received a copy of these regulations and accept said responsibility.

By: *Maria Rocha* For: *Jupers Creekers*
(Event Coordinator or Representative) (Organization)

City of Swartz Creek
Special Event Policies & Regulations

The approval of a street closure request and/or a “special event” permit is based on the assumption that the event coordinator(s) fully understand and accept the following regulations regarding the event:

1. All special events must be approved by the city council.
2. Street closures and/or the use of public areas (e.g. public parking lots, Holland Square, parks, and other properties) shall require permitting in accordance with the park reservation application, street closure application, and/or public place reservation application.
3. The closing of major thoroughfares entails the rerouting of thousands of motorists and the interruption of commerce. It is imperative that events begin and end on time so as not to unnecessarily disrupt the usual course of traffic and business.
4. Event organizers must provide a means of direct communication between the event coordinator and the Chief of Police (or a designee) and the Director of the Department of Public Services (or a designee) during the course of the event in order to address any dangerous conditions that may develop during the course of the event.
5. Additional waste management, security, outhouse facilities, and related services shall be the responsibility of the event coordinator.
6. All entertainment, loudspeakers, vendors, events, staging areas, and related ancillary features of the event must be explicitly approved or otherwise conform to all federal, state, and local laws and regulations.

It is the responsibility of the event coordinator(s) to ensure that all event participants are made aware of the regulations that directly affect them and by signing this document hereby acknowledge that they have received a copy of these regulations and accept said responsibility.

By: _____ For: _____
Event Coordinator/Representative Organization

Approved by City Council: _____

City of Swartz Creek
Food Truck Policies & Regulations

I. Permitting Process

- a. Any vendor applying for a Food Truck Permit is required to submit documentation of possession of the following items:
 - i. A valid Genesee County Health Department Permit
 - ii. Valid automobile and general liability insurance
 - iii. Pictures of all sides of the food truck visible from the street with a time and date stamp from within the past week
- b. A non-refundable application fee of \$50 is required at the time of submittal for operations within the City.
- c. Complete applications shall include a Solicitation Permit and one or both of the following:
 - i. Zoning permit to vend on private property, including proof of ownership/permission, an accompanying map of the impacted area, and days, times, and locations
 - ii. Written request to vend on city property, in city parks, or in city right-of-way, including the days, times, locations, and a map of the impacted area.
- d. Each application will be reviewed by City staff. When staff has determined that the application is acceptable, the applicant will be given a hardcopy permit to display in a visible location on the service side of the permitted vehicle.
- e. A background check shall be performed on the operator of the food truck. Submission of related documentation and a photo ID to the City Clerk is required.
- f. A Food Truck Permit is only valid for a single vehicle. Food truck operators with more than one truck shall require a separate Permit for each truck.

II. Legally Operating Without a Food Truck Permit

- a. Food trucks may operate on private property at and under the discretion of permit holders for city-approved special events and festivals after receiving approval from the event or festival organizer, provided they are qualified to do so by the Genesee County Health Department.
- b. Food trucks operating under this provision shall only be allowed to vend at the event or festival as a vendor of the event or festival, within the geographic, date, time, and related provisions of the event or festival permit. Food trucks operating on public property and/or streets during such an event shall still be required to obtain a permit.

III. Permit Validity

- a. All permits issued shall be valid for one calendar year. New applications are required to vend within the city after expiration.
- b. Vendors must get additional permissions to vend within city parks, on city

property, or within city right-of-ways. Such permissions may be single use or extended operating permissions.

IV. General Rules and Regulations

- a. The City Manager is authorized to make changes to these policies and procedures at any time in order to ensure that the Food Truck Program is running efficiently, safely, fairly, and in a manner that achieves City of Swartz Creek goals and objectives.
- b. No food truck operator may operate anywhere in the City of Swartz Creek without a Food Truck Permit.
- c. Possession of a Food Truck Permit does not grant or entitle the holder to sole possession of a specific vending location or route, unless such a location has been granted by the City of Swartz Creek City Manager or City Council.
- d. It shall be the responsibility of the food truck vendor to be familiar with and understand all of the rules and regulations related to food trucks found in the City Code, the Zoning Ordinance, Park Rules and Regulations, and Public Place and Plaza Policies, as well as the rules and inspections associated with Genesee County and the State of Michigan.
- e. Food trucks may be temporarily prohibited from operating on public property, including in designated parking locations, or temporarily moved to a nearby location at the request of the City in cases of emergency purposes, construction, or other public benefit or service.
- f. Vendors must acquire a zoning permit to vend on private property in order to ensure ingress, egress, pedestrian access, traffic circulation, and parking are adequate at desired locations. Multiple locations can be requested with a single zoning permit.

V. General Operation Requirements

The following requirements shall apply to all food trucks and ice cream trucks while in operation:

- a. Food trucks shall sell food that is fresh and cooked-to-order. Therefore, food trucks shall not sell entrees such as hot dogs, pre-made sandwiches, food that is frozen until immediately before cooking, or any such similar items. This restriction shall not apply to side dishes such as french fries, onion rings, or other similar items, or to trucks selling a single, non-entree item like cupcakes or ice cream.
- b. Valid Mobile Food Service, Food Truck, and/or Special Events permits must be openly displayed on all approved food trucks.
- c. All food and ice cream trucks must carry at least \$1,000,000.00 in auto liability insurance for injury to or death of any person or persons in any

one incident, and \$100,000 for property damage. The policy shall list the city as an additional insured. The City of Swartz Creek shall not be liable for any damages caused by the location or operation of a food truck in the City of Swartz Creek right-of-way or on City of Swartz Creek property.

- d. All food trucks will be maintained in proper working order and will be free of visible damages, including but not limited to rust, dents, cracked or broken glass, and chipped paint.
- e. The Vendor must note any objects associated with the food truck that are to be placed around the vehicle in or on the street, right-of-way, sidewalk, or ground while the vehicle is in operation, including but not limited to chairs, tables, waste receptacles, heaters, fencing, or signs. The list of items and an illustrated configuration or map that details the location must accompany the application.
- f. A waste receptacle may be used, but it must be emptied regularly so that it is never completely filled and must be removed before the vehicle departs from the spot where it is operating.
- g. The vehicle shall be entirely self-sufficient, and shall not hook up to or attach to any water, sewer, gas, or electric utility unless explicitly approved by the city or private property owner. An electric generator may be used while the vehicle is stationary and operating as long as it does not generate noise that can be heard inside any building or otherwise violates the city's noise ordinance.
- h. All exchanges between vendors and customers shall take place from a single point of the food truck. When the food truck is parked on an open/active street, the point of sale must face towards a sidewalk or curb. If no sidewalk or curb is present, the point of sale shall face away from the nearest street. Under no circumstances shall customers be served while they are in or on a street that is open to vehicle traffic.
- i. No by-product of food truck operations, including but not limited to vendor created trash, grease, gray water, or excess food, shall be disposed of in or on any City of Swartz Creek property, including but not limited to City trash cans, curbs, gutters, manholes, storm drains, or sewer grates. Note that the city and its partners may provide trash amenities for vendors and their customers at their discretion.

VI. Violations

- a. The City Manager or the City Manager's designee shall have the ability to suspend or revoke a vendor's designated parking location, Food Truck Permit, or participation in the Food Truck Program for any violation of the City of Swartz Creek Code of Ordinances, Zoning Ordinance, or Food Truck Policies and Regulations.
- b. Any food truck that loses its Food Truck Permit for any such violation listed in subsection (a) above will be prohibited from reapplying for a new Food Truck Permit for a period of six (6) months from the date of the revocation of the original Permit.
- c. Food truck vendors who are suspended or removed from the Food Truck Program for violations listed above in subsection (a) will not be entitled to

a refund of any application, parking, or other such fees.

VII. Special Events

- a. Food trucks will be permitted to operate at various special City events. To participate in such events, vendors should apply directly to the City Manager.
- b. Food Truck Permits may be subject to 'black out' dates and/or locations in the City in which the vendor is not able to vend due to the conflict with other special event or festival permits.
- c. If food trucks are seeking to vend at or within 500 feet of a concert or special event at the Pajtas Amphitheater, the City Manager or their designee will confer with the Swartz Creek Fine Arts Association to establish acceptable times and locations where the truck or trucks can vend so as not to directly compete with food vendors working within or for the Amphitheater. A request for such an arrangement must be made by the food truck at least seven days prior to the concert or special event.
- d. The City Manager may waive any portion of this policy for special events on City of Swartz Creek property.

It is the responsibility of the Food Truck owner to ensure that all employees are made aware of the regulations that directly affect them and by signing this document hereby acknowledge that they have received a copy of these regulations and accept said responsibility.

By: _____
Food Truck Operator

For: _____
Legal Entity

Approved by City Council: _____

City of Swartz Creek
Parade & Street Closure Policies & Regulations

The approval of a street closure request and/or a "parade permit" is based on the assumption that the event coordinator(s) fully understand and accept the following regulations regarding the event:

1. All special events must be approved by the city council.
2. The throwing of any object(s) from any vehicle during the course of the parade is prohibited by ordinance. Violations of this ordinance could result in prosecution and/or the denial of future permit requests.
3. The closing of major thoroughfares entails the rerouting of thousands of motorists and the interruption of commerce. It is imperative that parades and related activities begin and end on time so as not to unnecessarily disrupt the usual course of traffic and business.
4. Parade organizers must provide a means of direct communication between the event coordinator and the Chief of Police (or a designee) and the Director of the Department of Public Services (or a designee) during the course of the event in order to address any dangerous conditions that may develop during the course of the event.
5. The practice of parade participants jumping onto or off of moving vehicles in the parade is prohibited.
6. When determining the staging area for parade participants, organizers should ensure that the area is sufficient in size to accommodate all entries without creating traffic or pedestrian hazards.
7. Additional waste management, security, outhouse facilities, and related services shall be the responsibility of the event coordinator.
8. All entertainment, loudspeakers, vendors, events, staging areas, and related ancillary features of the parade must be explicitly approved or otherwise conform to all federal, state, and local laws and regulations.

It is the responsibility of the event coordinator(s) to ensure that all parade participants are made aware of the regulations that directly affect them and by signing this document hereby acknowledge that they have received a copy of these regulations and accept said responsibility.

By: _____ For: _____
Event Coordinator/Representative Organization

*SWARTZ CREEK
DOWNTOWN DEVELOPMENT AUTHORITY
2022 MDOT LOGO PROGRAM*

Intent

The Swartz Creek DDA aspires to provide incentives to increase business for downtown district restaurants by drawing customers from I-69. The DDA also seeks to increase the positive brand and awareness of downtown eateries to the region by showcasing as many businesses as possible on MDOT logo signs.

Eligibility Requirements

The Swartz Creek MDOT Logo Program is available to restaurants that are in the Downtown Development Authority District of Swartz Creek and are otherwise eligible for an MDOT logo sign*. As of March 1, 2022, MDOT requirements can be summarized as:

- Facility must be licensed by the Michigan Department of Agriculture
- Accessible without an admission fee
- Continuous operation serving at least 12 hours per day, 6 days per week
- Minimum permanent indoor seating capacity of 24 persons
- Restroom facilities and emergency telephone available to the public during hours of operation
- Located within 6 miles from the center of the interchange
- Eligible seasonal businesses are facilities closed for 2 or more weeks per year. The mainline logo must be covered with a “CLOSED” plaque while closed for the season or the months of operation must be listed across the bottom of the logos

* Partially eligible eateries may qualify for a logo sign once MDOT installs a sign for a fully qualifying eatery.

Only one set of incentives is available to each recognized restaurant as identified by address. If a second set of incentives is requested for subsequent restaurants located at the same location, the DDA may approve such reimbursement by an affirmative vote of a majority of the DDA board. In no case, can the incentive be repeated or extended for the same restaurant at the same location.

Program Incentive

The Swartz Creek DDA shall reimburse eligible restaurants for initial MDOT logo sign production (a value of approximately \$1,000). The DDA shall also reimburse participants for fees paid to MDOT for continued annual logo participation costs according to the following schedule:

- 90% of year one MDOT logo charges (currently \$850/direction)
- 75% of year two MDOT logo charges (currently \$850/direction)
- 50% of year three MDOT logo charges (currently \$850/direction)
- 25% of year four MDOT logo charges (currently \$850/direction)

Program Requirements

Prospective restaurant owners should notify the DDA in advance of their intent to seek an MDOT logo sign by contacting the city manager via email or letter. Owners shall be responsible for completing all MDOT applications, including the provision of logo artwork and other qualifying materials. If approved by the MDOT, owners shall notify the DDA in writing and supply evidence of approval and proof of payment. To receive reimbursement, owners shall provide a legal name and mailing address, as well as any additional related information or documentation required by the city accounts payable representative.

Miscellaneous

Reimbursements are not guaranteed. Funds available for reimbursement may be limited by current or future budgets. The DDA reserves the right to modify, extend, or eliminate this program based upon budgetary considerations. The DDA cannot guarantee acceptance into the MDOT logo program as administered by the state, including the availability of space on MDOT signs and/or trailblazer signs within the community.

The DDA, at its discretion, may work with the city and owners to install trailblazer or identification signs within right of ways, public parking areas, or other locations to better identify businesses.

Please refer to the MDOT logo program guidelines for more information. Contact DDA staff at 810.287.2147 or azettel@cityofswartzcreek.org to hold an informal project consultation prior to submission to MDOT and/or the DDA.

Board Chair
David Krueger

Chief of Police
Matthew Bade

Lieutenant
Todd Johnson

METRO POLICE AUTHORITY OF GENESEE COUNTY

Community Problem-Oriented Policing Initiative

5420 Hill 23 Drive
Flint, MI 48507
(810) 820-2190
(810) 877-6537-FAX

information@metropolicegc.org

Board Members

Cory Bostwick
Dennis Cramer
Rae Lynn Hicks
Tonya Ketzler
Vane King
David Witter

I, DANIEL SHEA, NATIONAL MANAGER, at
NAME TITLE
Atlas North, located at 6250 MILLER RD SWANTZ CREEK, MI 48473, do
PROPERTY NAME PROPERTY ADDRESS

hereby designate each and every police officer, now and hereafter, employed by the Metro Police Authority of Genesee County as my agent and representative for the purpose of trespassing unregistered occupants on the property listed above. This authorization shall continue in full force and effect until such time as it is revoked in writing and said writing is duly delivered to the Metro Police Authority of Genesee County.

DATE: 03.29.2022

SIGNATURE: [Signature]

PRINT NAME: Daniel Shea

RESPONSIBLE PARTY AFTER-HOURS CONTACT INFORMATION:

NAME: _____

CELL PHONE: _____

ADDRESS: _____

EMAIL: _____

AGREEMENT FOR POLICE SERVICES

This Agreement for Police Services is between the City of Swartz Creek, a Michigan home rule city (“the City”), and Atlas North, an apartment complex located in the City (“the Owner”).

Recitals

WHEREAS, the Owner owns and operates Atlas North, an apartment community in the City, located at 6250 Miller Road, Swartz Creek, Michigan 48473 (“the Property”);

WHEREAS, the Property is private even though portions of it might be open to the general public;

WHEREAS, the City provides police protection services throughout the City;

WHEREAS, MCL 257.951 of the Uniform Traffic Code (PA 62 of 1956) authorizes the City, with the consent of, or at the request of, a person who is in charge of a private road or parking lot, whether or not that road or parking lot is open to the general public, to contract with that person for the City to enforce provisions of the uniform traffic code on that private road or parking lot; and

WHEREAS, the Owner has requested that the City provide police protection services on the Property and the City is willing to do so according to the terms and conditions of this Agreement.

THEREFORE, in consideration of the covenants, conditions and stipulations contained herein, the parties agree as follows:

Service Agreement

1. The Owner authorizes the City to provide police protection services, including but not limited to, enforcement of the Uniform Traffic Code and all city, county, state or federal laws or ordinances now in effect or adopted hereafter, throughout the Owner’s Property;

2. The City hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the Laws and the Constitution of the State of Michigan, including:

- i. The manner and method of establishing, managing, supervising and financing police protection services in the City;
- ii. The manner and method of hiring employees, determining their qualifications and conditions of employment, to hire, dismiss, demote or suspend employees; to layoff if necessary; to determine the number and

scheduling of all employees; to promote or transfer all employees if needed; to determine the size of the work force; and to assign duties to and to direct all employees;

- iii. To determine services, supplies, and equipment; to determine all methods and means of distributing, disseminating its services, methods, scheduling, and standards of operation; to determine the means, methods, and processes of carrying on its services and duties;
- iv. To establish, maintain and enforce rules, regulations, policies and procedures relating to the provision of police protection services.

3. The Owner acknowledges that neither the City nor any of its agents, representatives, officers, employees, contractors or assigns shall be considered agents, officers, representatives, or employees of the Owner. In no event shall this Agreement be construed as establishing a partnership or joint venture or similar relationship between the parties hereto.

4. There will be no payment of charges or fees for the services rendered hereunder. However, the City or its agents, contractors or assigns shall retain all costs, fines or fees that may be assessed or collected as a result of the services provided.

5. The Owner agrees to defend, indemnify, release and hold harmless the City, including its employees, officers, officials, agents, contractors and assigns, from any claim, action, or proceeding brought against the City or its employees, officers, officials, agents, contractors and assigns resulting from the services provided pursuant to this Agreement.

6. All notices by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by overnight courier, and shall be deemed to have been given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

If to City:

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

If to Owner:

Site Manager
6250 Miller Road
Swartz Creek, MI 48473

7. The signatories to this Agreement represent that they have actual or apparent authority to sign it.

8. This Agreement shall be effective starting June 1, 2022, and shall continue in full force and effect through December 31, 2023. At the end of the initial term, the

Agreement shall renew automatically from year to year, until terminated by either party by providing sixty (60) days prior written notice to the other party for any or no reason.

For: Atlas North

For: The City of Swartz Creek

By: Daniel Shea
Its: Site Manager

By: David A. Krueger
Its: Mayor

Date: _____

Date: _____

City of Swartz Creek
 Delinquent Mowing/Water/Sewer/Snow Removal/Fire Cost Recovery
 Estimated Amounts to Taxes 2022

Mowing

Invoice	Date	Name	Tax ID #	Amount
E21-381	9/2/2021	Jeffrey Straley	58-03-531-067	\$ 300.00
Multiple	Various	John T & Diane L Green	58-01-100-019	\$ 1,289.05
E21-229	6/3/2021	Jerry Howard	58-36-577-012	\$ 150.00
E21-201,222,348,377	Various	A & J Investments of Michigan LLC	58-03-578-015	\$ 1,200.00
#21-197, 360	Various	Miller Rd Land Company LLC	58-36-577-006	\$ 600.00
E21-374	7/26/2021	Miller Rd Land Company LLC	58-36-577-010	\$ 300.00
E21-198, 361	Various	Miller Rd Land Company LLC	58-36-577-008	\$ 600.00
E21-205, 228	Various	Miller Rd Land Company LLC	58-36-577-009	\$ 600.00
Total				\$ 5,039.05

Water & Sewer

Customer Name	Address	Tax ID #	Amount
Albert Confer	5417 Don Shenk Dr	58-03-579-017	\$ 100.63
Diane Green	7512 Grove St	58-01-100-019	\$ 501.36
James Ivey	5428 Miller Rd	58-29-551-007	\$ 114.25
Miller Land Company LLC	7025 Miller Rd	58-36-577-006	\$ 501.36
Miller Land Company LLC	7029 Miller Rd	58-36-577-008	\$ 593.12
Miller Land Company LLC	7041 Miller Rd	58-36-577-010	\$ 593.12
Lee M Mathis	5323 Miller Rd	58-29-300-014	\$ 484.52
XS Properties & Investments	5348 Winshall Dr	58-02-553-004	\$ 8.91
Total			\$ 2,897.27

Fire Cost Recovery

Enforcement #	Date	Name	Tax ID#	Amount
E21-387, 388, 389	Various	Topvalco Inc	58-36-576-012	\$ 1,560.29

Snow Removal

Enforcement #	Date	Name	Tax ID#	Amount
E22-003	1/27/2022	M Kendall & Christine Smyth	58-02-502-031	\$ 60.00
E22-004	1/27/2022	William Metcalfe	58-02-501-007	\$ 85.00
E22-005	1/27/2022	Raymond L hopper	58-02-502-039	\$ 110.00
E22-012	1/27/2022	Jamie & Donald Adams	58-36-529-009	\$ 85.00
E22-013	1/27/2022	Christopher Graziano	58-03-533-120	\$ 85.00
E22-016	1/27/2022	Kevin Wood & Tina Miller	58-02-551-004	\$ 60.00
E22-017	1/27/2022	Phil Banacki	58-02-551-013	\$ 85.00
E22-023	2/8/2022	A & R Development II, LLC	58-36-576-001	\$ 160.00
E22-025	2/8/2022	William Metcalfe	58-36-578-002	\$ 160.00
E22-027	2/8/2022	Anthony Bencheck	58-02-501-079	\$ 160.00
E22-033	2/8/2022	Benali Holdings LLC	58-02-100-009	\$ 85.00
E22-040	2/9/2022	Timothy & Yvonne Hurd	58-35-576-003	\$ 122.50
E22-043	2/9/2022	SABO Properties LLC	58-36-552-001	\$ 122.50
E22-044	2/9/2022	John & Diane Green	58-01-100-019	\$ 160.00
E22-045	2/9/2022	Roger Shumaker Jr. & Camil Denison	58-02-200-022	\$ 85.00
E22-048	2/9/2022	Jacqueline K Fournier	58-30-651-100	\$ 85.00
				\$ 1,710.00

Phone: (810) 635-4464

Fax: (810) 635-2887



Where Friendships Last Forever

City of Swartz Creek Municipal Property Reservation Application

Date of Reservation: 5/26/2022 Reservation location: Holland Square

One time event

Recurring event

Name of Responsible Party: Swartz Creek Area Chamber of Commerce

Address: 5023 Holland Drive Phone: 810-553-9221

City: Swartz Creek Zip Code: 48473

Nature of Activity: Vendor / Craft Show Approx. # Attendees 200

Arrival Time: 5 p.m. Departure Time: 9 p.m.

Responsible Party Signature: _____

E-Mail Address: info@swartzcreekchamber.org

Proof of Insurance Provided

Please check all that will be needed

Water

Waste collection

Electricity

Other Services – Specify: _____

I have received a copy of the Plaza Rules: DM

IF THERE ARE PROBLEMS DURING THE EVENT CONTACT 911.

City Official _____

Date _____

Please use this page for any additions or details.

CITY OF SWARTZ CREEK
PLAZA AND LOT USAGE GUIDELINES

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

APPLICABILITY. These rules apply to City of Swartz Creek Plaza, located at 5012 Holland Drive. The city council may apply these rules to other city parking lots and alleys at its discretion.

1. **PARKING.** The plaza shall accommodate day and night parking in accordance with applicable laws when not otherwise designated for an authorized use. The maximum parking duration is 24 hours, with the expectation that vehicle owners/operators can be notified to relocate their vehicle for a reservation within a 24 hour period.
 - 1) No business or individual shall have an ongoing vested interest in the use of parking.
 - 2) Owners and/or operators of vehicles shall comply with city official and/or police officer instructions to relocate the vehicle at any time for any reason.
 - 3) No person shall park or store any motor vehicle during the hours the plaza is reserved or otherwise closed.
 - 4) Members of the police department are hereby authorized to remove any vehicles so parked or stored if notice was given 24 hours prior to said removal in the form of posting the site, official notice upon the vehicle, or recorded interaction with the owner/operator.
 - 5) It shall be unlawful for any person, whether a pedestrian or operating a motor vehicle, to fail to obey any such applicable traffic control sign, notice, signal, lane marking or other device, whether permanent or temporary, unless otherwise directed by a police officer or city personnel conducting city business.

2. **SMOKING.** Smoking, including (e-cig or e-cigarettes), personal vaporizers (PV) or electronic nicotine delivery systems (ENDS), is prohibited in the plaza, unless part of a council approved event.

3. **PROHIBITED USES AND ACTS.** No person shall engage in:
 - 1) *Injuring, removing property.* Willfully mark, deface, disfigure, cut, injure, tamper with, break, displace, or remove any buildings, cables, benches, tables, light poles, trees, public utilities or parts of appurtenances thereof, signs, notices or placards, whether temporary or permanent, monuments, flag poles, stakes, posts, fences or other boundary markers, or other structures or equipment, facilities or property or appurtenances whatsoever, either real or personal.
 - 2) *Fires.* No person shall kindle or build or cause to be kindled or built a fire in any plaza or parking lot except in designated places. In those areas where fires are permissible, such fires must be contained in a receptacle designed for the purpose of holding a fire and must be attended at all times. No person shall set fire to trash, garbage or the contents of trash receptacles at any time.
 - 3) *Pets, animals.* No person shall bring in, cause, or allow any dog, cat or other pets or animals which they own or have permission to control to be brought within the confines of any plaza unless such animal be attached to a leash not to exceed eight feet in length; such leash is to be of sufficient strength to hold such animal in constant check. Disposal of animal waste is required.
 - 4) *Hindering employees.* No person shall interfere with or in any manner hinder any employee of the city while engaged in constructing, maintaining, repairing or caring for plaza property.
 - 5) *Restricted sections of plaza.* No person shall enter upon any area of the plaza where persons are prohibited from going, as indicated by signs, notices or where secured by fences and gates.
 - 6) *Firearms, bow and arrows, fireworks and devices.* No person shall discharge a firearm or firework of any description while in or on plaza property, provided that such prohibition shall not apply to any peace officer while in the exercise of his official duties. No person shall shoot any arrow by the use of a bow, excepting in such areas as shall be specifically designated as areas for the use of bows and arrows. Crossbows, bolts, and similar weapons are also prohibited.
 - 7) *Peace, disorderly conduct.* No person shall make or excite any disturbance or contention on any public grounds. (No person shall use any indecent or obscene language).
 - 8) *Drunkenness, alcoholic liquors.* No person shall enter, be in or remain on public property while under the influence of intoxicants or under the influence of unlawful drugs or controlled substances. It shall be unlawful to bring into or use alcoholic liquors upon plaza property, unless part of a council approved event.

- 9) *Drinking fountains.* No person shall throw, discharge or otherwise place in the waters or any fountain, wash basin or temporary or permanent toilets any substance, liquid or solid, which may result in water pollution or create a health hazard to the public.
 - 10) *Sleeping.* No person shall sleep, whether in a vehicle, trailer, tent, hammock or other manner, on public property.
 - 11) *Dumping.* No person shall deposit any rubbish, garbage or refuse matter, break glass or bottles in or upon any part of the plaza other than such refuse accumulated from organized and acceptable activities within the plaza, and such refuse must be deposited in receptacles provided for that purpose.
 - 12) *Posted signs, rules and regulations.* No person shall willfully disregard posted signs which regulate the days, hours for various activities, or any other signs installed, posted or attached for control, maintenance, safety or any other purpose within the plaza.
 - 13) *Public meetings, parades.* No person, organization, club or group shall hold or participate in any parade, drill, exhibition, political meeting, religious meeting, concert, lecture or public entertainment of any kind within the plaza without the express consent and written approval of the city manager.
 - 14) *Advertisements.* No person shall post, stencil or otherwise affix any placard, advertisement or notice of any kind upon or to any public property unless related to an approved event.
 - 15) *Offering articles for sale.* No person shall carry on any trade or business or sell or display any goods, wares or merchandise in the plaza without permission from the city manager.
 - 16) *Inflatable play equipment.* Inflatable play equipment is prohibited unless arrangements are made in advance and a certificate of insurance from the party providing such equipment is filed with the city and includes a rider naming the city as an additionally insured party.
4. **POLICE AND EMPLOYEES.** No person shall resist any police officer or city employee exercising his duty within the plaza area, or fail or refuse to obey any lawful command of any such police officer or employee, or in any way interfere with, hinder or prevent any such police officer or employee from discharging their duty, or in any manner assist or give aid to any person in custody to escape or to attempt to escape from custody, or to rescue or attempt to rescue any person when in such custody.
5. **PLAZA RESERVATIONS.** Applicants may be permitted the use of the plaza, including control during hours the plaza is typically closed to the public, subject to the following conditions:
- 1) Use must be pre-approved by the city council.
 - 2) The organizations' use of the plaza area shall not violate any local or state law nor unreasonably interfere with the use and enjoyment of adjacent areas by others.
 - 3) The organizations shall hold the city harmless from liability for incidents arising out of the organizations' use of the plaza and shall provide evidence of insurance coverage.
 - 4) The city reserves the right to direct where organizations' activities are conducted to minimize interference with the use of adjacent properties and businesses.
 - 5) Fees shall be set by resolution of the city council. Additional fees may be charged for services requested of the city and negotiated in advance, including use of barricades, additional utilities, port-a-johns, etc.
 - 6) In no case will use result in a charge for or prohibition on general access to the plaza by the public unless such charge is approved by the city council in advance.
 - 7) Reservations for annual events can be granted by the city council beginning December 1 of the previous calendar year.
 - 8) All permits shall require the permittee to clean up the plaza after activity has terminated. All applications for permits must give the name, address and phone number of the permittee or the person responsible for the necessary policing thereof.
 - 9) All persons shall honor any special permits issued by the city, for certain areas, days and times, to clubs, organizations, teams or any other groups, provided that such permit is on official forms when presented.
 - 10) Reservations will be given on a first come, first served basis beginning the first business day of each calendar year. Priority for use shall be given to organizations scheduling regular events (e.g. weekly markets) or annual events (e.g. bike races).
6. **VENDING.** Vending is permitted on a limited basis after application to the city manager and under the administrative rules that may be set by the city, including a background check and administrative fee.
7. **PUBLIC NOTICE.** The public shall be deemed to have been properly notified of the provisions of these rules and regulations upon their publication in a newspaper of general circulation in the city. Signs may be posted to insure substantial compliance with the provisions of these rules and regulations.



RESOLUTION # _____

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

DATE OF REQUEST: 4/22/2022

SPONSOR ORGANIZATION: Swartz Creek Area Chamber of Commerce

AUTHORIZED REPRESENTATIVE: David Mayers (President)

WORK ADDRESS: 5023 Holland Drive HOME ADDRESS: _____

PHONE NO: WORK (810) 553-9221 HOME: () _____ CELL: () _____

EMAIL ADDRESS: info@swartzcreekchamber.org

TYPE OF EVENT: (check box)

PARADE ** (Draw Route on Attached Map)

CARNIVAL

FOOT/BIKE RACE

CRAFT SHOW

CONCERT

OTHER: Car Show

DATE OF EVENT: 5/26/22, 6/23/22, 7/28/22, 8/25/22, 9/22/22

TIME OF EVENT: FROM: 5 PM TO: 9 PM

ESTIMATED NUMBER OF PARTICIPANTS: 200

DESCRIPTION OF EVENT; NOTE STREETS REQUESTED TO BE CLOSED/USED:

We are requesting to hold a Car Show and Craft Market with food trucks every 4th Thursday of the Month May through September. The event will require the closing of Miller Road west of Morrish to East of Hayes and Holland Drive from Miller to Ingalls, along with Holland Square.

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

FOR: Swartz Creek Area Chamber of Commerce
(Organization)

BY: David Mayers
(Authorized Representative)

APPROVED BY: _____
(Chief of Police)

(Street Administrator)

* The throwing of any item(s) from any vehicle during the course of a parade is strictly prohibited and violations may result in criminal prosecution and/or the denial of future permit applications.

**The Chief of Police reserves the right to determine the length of time that any street(s) remain(s) closed to traffic.

THIS REQUEST AND ALL REQUIRED ASSOCIATED DOCUMENTS MUST BE SUBMITTED TO THE CITY HALL NO LATER THAN THIRTY (30) DAYS PRIOR TO EVENT DATE

CITY OF SWARTZ CREEK
STREET APPLICATION
CHECKLIST

APPLICATION MUST BE COMPLETED THIRTY (30) DAYS PRIOR TO EVENT

EVERY LINE ON APPLICATION MUST BE COMPLETED AND ROUTE DRAWN ON ATTACHED MAP

APPLICANT SHALL PROVIDE THE CITY WITH EVIDENCE OF INSURANCE FOR AMOUNT DETERMINED ADEQUATE BY THE CITY ATTORNEY

CITY OF SWARTZ CREEK PARADE REGULATIONS

The approval of a street closure request and/or a “parade permit” is based on the assumption that the event coordinator(s) fully understand and accept the following regulations regarding the event:

1. The throwing of any object(s) from any vehicle during the course of the parade is prohibited by ordinance. Violations of this ordinance could result in prosecution and/or the denial of future permit requests.
2. The closing of major thoroughfares entails the rerouting of thousands of motorists and the interruption of commerce. It is imperative that parades begin and end on time so as not to unnecessarily disrupt the usual course of traffic and business.
3. Parade organizers must provide a means of direct communication between the event coordinator and the Chief of Police (or his designate) during the course of the parade in order to address any dangerous conditions that may develop during the course of the event.
4. The practice of parade participants jumping onto or off of moving vehicles in the parade is prohibited.
5. When determining the staging area for parade participants, organizers should ensure that the area is sufficient in size to accommodate all entries without creating traffic or pedestrian hazards.

It is the responsibility of the event coordinator(s) to ensure that all parade participants are made aware of the regulations that directly affect them and by signing this document hereby acknowledge that they have received a copy of these regulations and accept said responsibility.

By: _____ For: _____
(Event Coordinator or Representative) (Organization)