

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Monday, August 22, 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 August 8, 2022 MOTION Pg. 26
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. 35  
6C. Jeepers Creekers Event Permits Pg. 44  
6D. Civic Parking Lot Project Alternate Pricing Pg. 50  
6E. Draft Fire Authority Budget Pg. 51  
6F. USDA Engineering Service Agreement Amendment Pg. 58
7. **MEETING OPENED TO THE PUBLIC:**  
7A. General Public Comments
8. **COUNCIL BUSINESS:**  
8A. Jeepers Creekers Permits RESO Pg. 20  
8B. Appointments RESO Pg. 22  
8C. Civic Park Lot Project Scope Change RESO Pg. 23  
8D. Fiscal Year 2023 Fire Budget RESO Pg. 24  
8E. USDA Engineering Service Agreement Amendment RESO Pg. 24
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 25

**Next Month Calendar**

Metro Police Board:	Wednesday, August 24, 2022, 10:00 a.m., Metro HQ
Planning Commission:	Tuesday, September 6, 2022, 7:00 p.m., PDBMB Special meeting
Park Board:	Wednesday, September 7, 2022, 5:30 p.m., Shumaker Bicentennial Park
Downtown Development Authority:	Thursday, September 8, 2022, 6:00 p.m., PDBMB
City Council	Monday, September 12, 2022, 7:00 p.m., PDBMB
Fire Board:	Monday, September 19, 2022, 6:00 p.m., Public Safety Building
Zoning Board of Appeals:	Wednesday, September 21, 2022, 6:00 p.m., PDBMB
City Council:	Monday, September 26, 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, AUGUST 22, 2022, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **August 8, 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:**

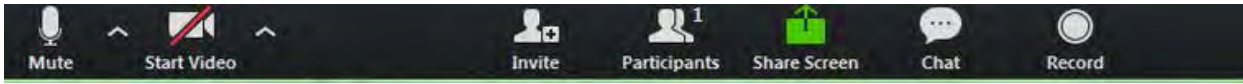
1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

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

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

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

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



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

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

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

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

**Topic: Swartz Creek City Council Meeting**

**Time: August 22, 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](mailto:colger@cityofswartzcreek.org).**

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

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

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

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

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

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

## **MAINTAINING ORDER**

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

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

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

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

## **MOTIONS & RESOLUTIONS**

All Motions and Resolutions, whenever possible, shall be pre-written and in the positive, meaning yes is approved and no is defeated. All motions shall require support. A public body member 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, August 22, 2022 - 6:00 P.M.**

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

**FROM:** Adam Zettel, City Manager

**DATE:** August 17, 2022

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

- ✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(No Change of Status)*  
We only have one pending tax appeal for 2022, and that is O'Reilly's. Our assessor believes we may be able to cooperate with Frankenmuth City on an appraisal and strategy. Frankenmuth uses the same assessor and legal counsel as the city.

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

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

The Morrish Road project is fully open to traffic and substantially complete. There is a bit more work on the mid-block crossing. This project should be behind us very shortly.

I am working with the Metropolitan Planning Organization (MPO) to learn what our next steps are for getting and spending the federal funds to resurface Miller Road. This might include some striping or lane change configurations downtown if the city wishes to explore on-street parking on Miller from Morrish to Hayes. At this point, I have no word on the timeline or fund availability. The previous report follows.

Applications for the next round of TIP have been submitted and reviewed for Seymour and Miller (Morrish to N. Seymour). We have secured funding for Miller Road, with Seymour coming in very close to being funded as well. As of writing, it appears Miller is up for 2023 funding, which is good because that road is falling apart very quickly.

I submitted the city's request for the buyout of Miller Road federal funds by MDOT. This is the process, covered at the June 13 meeting, in which the city could 'sell' its federal award back to MDOT for 90 cents on the dollar. In doing so, MDOT retains more funds for their federal work, and local units can still realize savings by avoiding costly federal standards, reporting, engineering, and observation costs.

The federal award for this project is \$1,054,959 for the \$1.33M project. At 90%, this will be \$949,463 of less restricted road money. If we use these funds to locally bid the project, as we have recently done with Seymour, I expect we can get the \$1.32M project done for under \$949,463. What is even better, is that the funds that remain, if any, can be spent to expand the project scope as we see fit.

The city's application was accepted! We have three years to complete the project on our own. I will provide more details on how and when we can expect payment.

- ✓ **STREET PROJECT UPDATES** *(No Change of Status)*



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

All street work for 2022 is substantially complete. At this point, we await striping on Bristol, Seymour, and Hill. Note that Seymour will have a double yellow centered on the street, with edge lines included to provide for shoulders on both sides. This should result in traffic calming and provide a safer space for bikers.

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** *(No Change of Status)*

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** *(No Change of Status)*

Phase I of the USDA water main work is substantially complete.

OHM is finishing an application for another round of USDA grant/loans. We have completed the 2025 theoretical budget and rate study. We have some professional services to line up for the borrowing process.

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.

✓ **WATER SYSTEM MISCELLANEOUS** *(No Change of Status)*

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** *(Update)*

The city council approved the purchase of omni antennas for real-time reading of the city's utility customers. I am continuing with securing a lease on the tower at 4355 Elms Road, which should not include any lease fees. I will keep the council informed on the timeline for product availability, installation, and use. See the report from August 11, 2022 for details on this program.

✓ **STORM WATER MANAGEMENT** *(Update)*

We have submitted a response to EGLE that we believe is reasonable. This should address all aspects of the notice that required a response. Note that the city has funded training, policy development, public education, testing, and reporting. The one item that may continue to be a problem is the construction composition and location of the city's salt barn. See the report from August 11, 2022 for details. We will obviously keep the council informed on the status of the notice of violation and our efforts to improve water quality.

✓ **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 summer newsletter is out. Let me know what you think.

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

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

1. **The Genesee Valley Trail Extension construction is underway and almost done!** We also had a loop installed in Elms Park with left over millings. We may have budget to expand this or add one at Abrams. As of writing the SRTS project appears to be a 2023 project. Concerning the greenbelt, we are proceeding with applying grass anywhere where there is 18" or more of space.
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 **demolition permits have been received to demolish 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 denies the community a contributing historic structure, I do not see a viable and predictable way to reuse the site.
4. The **school bond** will exceed \$50 million in district wide improvements 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 now including a new access to Cappy Lane for the high school. The school is also adding a walking path on their high school campus that should be integrated with other pedestrian features. The removal of trees in this area is not without some heartache for adjacent residents.

5. **Street repair in 2022** is nearly complete. The last item for Morrish Road will be the completion of the traffic refuge island. The other streets require striping.
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. **There appears to be a sale of this project occurring.** Nothing is official yet, but it is likely that there will be a new builder for future phases.
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.

✓ **TAP/DNR TRAIL** *(No Change of Status)*

The Genesee Valley Trail Extension construction is underway. The contractor is staging at Otterburn, but they expect to be done ahead of schedule. As such, we hope to have a path and our park back by mid to late summer. Concerning the greenbelt, we are proceeding with applying grass anywhere where there is 18" or more of space.

✓ **SAFE ROUTES TO SCHOOL** *(Update)*

OHM is preparing all documents for final obligation of funds. This should enable us to bid this winter and complete the project in 2023.

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. Note that inflation is going to be a big concern with this project, since funds are capped and the scope of work is fixed. It is highly unlikely that the original budget is going to be adequate.

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

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! I am told that the Otterburn pavilion may qualify! There was also an idea presented at the DDA to crowdfund a dragon statue for downtown. Thoughts?

A link to this program is [here](#).

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. As of mid-August, background checks have been completed.

✓ **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.

✓ **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 2<sup>nd</sup>. Work will be in 2023 for the downtown sidewalks though.

✓ **GIS MAPS** *(Update)*

ROWE has completed as much as they can for the GIS mapping and field data for storm basins, hydrants, valves, pipes (water, sewer, and storm). We anticipate conducting a training this fall so that we can finish our asset mapping and cataloguing in-house. With any luck, we should be operating a current and effective GIS system in 2023.

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

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.

As of writing, the trail contractor is staging here for most of the summer to perform their work. This location makes perfect sense, but the downside to using the area for recreation is obvious. The upside is that we expect the contractor to add value to the site in exchange for its use. This will likely take the form of top soil and additional grading. Glaeser Dawes has committed to providing installed culverts for access to certain site areas, finishing of the parking lot/sledding hill, and site restoration.

✓ **RACEWAY** *(No Change of Status)*

I met with ownership a few months back. 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)**

I met with the grant writer on August 17<sup>th</sup> to begin strategizing for a 2023 federal legislative appropriation for this project. I have also been in contact with the Farmer family (they are still very much on board with supporting this and raising funds).

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 expect this to be much higher now. Site improvements will cost even more.

As noted previously, this project also appears to be eligible for a crowd funding match for a public place enhancement. This is a big deal and can provide up to \$50,000 towards the Otterburn pavilion! This is another wonderful RRC perk.

A link to this program is [here](#).

✓ **FIRE DEPARTMENT BUDGET (Update)**

I met with the Fire Chief and Clayton Township Supervisor about next year's budget. A draft was then reviewed and approved by the fire board on August 15, 2022. This budget includes a very substantial increase to wages for firefighters.

The chief conducted a wage study that included an increase to most wages. These increases are largely based upon experience, credentials, and training. I think the changes make sense, especially since there have not been adjustments for some years. For details, see the July 18 Fire Board Packet (meeting was cancelled due to quorum). The fire board approved the new wages at their meeting on the 15<sup>th</sup>.

Note that these changes, along with other inflationary adjustments, result in an increase to the annual budget of 6.8%. While this is higher than other departments, I think it is agreeable given the need to alter wages. This budget is included in the packet. I recommend the city council approve this budget.

Concerning the fire agreement, the Clayton Township Supervisor indicates that the Clayton Township Board did not approve the use of a hybrid form of equipment billing that uses equipment hours, billed to the respective user, as part of the funding scheme. It also appears that they are not in favor of the fire department controlling these funds. This is currently resulting in the city paying a disproportionate share of equipment, and I believe this will become more exaggerated moving forward. In addition to the financial impact, we are again reminded that the relationship between the two entities is less than ideal.

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

I am seeking a quote and statement of work from OHM to take a look at this issue once the school traffic patterns are settled in and can be reviewed. The previous report follows.

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.



✓ **MICHIGAN PENSION FINANCIAL SUPPORT (Update)**

I do not expect any change with this issue, so I will remove it from future reports. The previous report follows.

I am pushing, along with others, to have the state supplemental budget include some provision for communities that are more than 60% funded. This seems dubious. I will look to remove this from future reports unless there is a change. The previous report follows.

The approved budget has nothing in it for us (communities that are more than 60% funded on pensions). In retrospect, our community may have been better off investing in infrastructure instead of paying off pension debt. However, we did not know that the state was going to pay towards less responsible communities. The previous report follows:

Similar to the ARPA funds for first responders, it appears the state has overlooked the ability of authorities to participate. This was remedied with previous legislation. I have reached out to the MML lobbyist that is working on this to ensure the Metro Police Authority is included. They are working on it and agree that it should be included. The previous report follows.

The Michigan House of Representative passed [HB 5054](#) to provide \$1.15B in state general fund resources to provide direct assistance to municipalities to help pay down municipal pension debt. There will be two parts to the grant program. \$900M will be utilized to get all pensions that are less than 60% funded up to 60% funded, and \$250M will be provided to pensions that are 60% funded or greater. As of writing, July 5<sup>th</sup>, it appears that there is \$750M in the budget in total.

This is bitter sweet for us. Swartz Creek has done an outstanding job maintaining little to no unfunded pension debt. Hopefully, we can benefit from the smaller amount that is being set aside for communities above 60% funded. However, the lions share is going to communities that made previous investments elsewhere and will not have to face the consequences...I will keep the council informed of this opportunity as it develops. We will fight for our share.

✓ **BICENTENNIAL PARK NAME AMENDMENT** (*Update*)

The name of Shumaker Bicentennial Park has been made official by the city council. The park board will be holding their regular September meeting at the park pavilion on September 7<sup>th</sup> at 5:30 pm. The meeting will include a mayoral proclamation and dedication.

✓ **ECONOMIC DEVELOPMENT PARTNERSHIP** (*No Change of Status*)

One of the areas that I consider a weak spot in our community service offerings is in business attraction and the telling of our story. This includes putting forth a positive community brand that promotes our successes in recreation, downtown, and infrastructure. It also includes marketing of our events, business opportunities, and general economic development offerings.

Our partner in police, building services, and DPW services (Mundy Township) indicates that they are experiencing the same deficiency. This has sparked some conversation with Mundy about the possibility of cooperating to develop a strategy for providing professional economic development services. Initial conversations have uncovered some common ground about the need to operate our TIF districts (DDA and Corridor Improvement Authorities), as well as to provide the services noted above.

We continue to look at options. I will report back all of our findings.

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



✓ **MONTHLY REPORTS (Update)**

We have routine departmental reports for review.

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

✓ **PLANNING COMMISSION (Update)**

A site plan to convert the Kroger site to a condominium is pending before the planning commission. A special meeting is to be held on August 25<sup>th</sup> at 7:00 pm. The next regular meeting is scheduled for September 6<sup>th</sup>.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY (Update)**

The DDA met on August 11<sup>th</sup>. They had three façade grant requests related to the Flint Art Project murals. They had an additional façade request for the Burrito Bros outdoor area, as well as a sponsorship request for Jeepers Creekers. The next meeting is scheduled for September 8<sup>th</sup>.

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

There was not a June meeting. The ZBA met on March 16<sup>th</sup> 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 on March 15<sup>th</sup>.

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

The Park Board met on August 3<sup>rd</sup>. They postponed a decision on changing their meeting date. However, they did tentatively set a focus group session for September to work on some park plan details. Additional park plan update work is ongoing. We also expect to have some rules updated this fall for the 2023 season. Note that the September meeting will take place in Shumaker Bicentennial Park for the dedication ceremony.

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

The Board of Review met on July 19<sup>th</sup> at 3:00 p.m. The meeting was only for correction of qualified agricultural exemption, taxable value uncapping, the qualified start-up business exemption, the disabled veteran's exemption, and the poverty exemption. The board reviewed 4 petitions.

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

The August 2<sup>nd</sup> election day was slow. We had 29.09% of registered voters vote. That percentage includes both at the polls & absentee voting. Precinct 4 had the largest percentage of voters at 40.36%. Dennis Cramer won precinct delegate for precinct 2 and David Krueger won precinct delegate for precinct 3.

Over the next few weeks, I will catch up on all my other routine work and by the last week of September we will be back at election work and mailing out the November ballots.

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

- Working on getting M & M painting scheduled to do the road striping.
- The trail project is waiting on GM to complete their design changes and alterations to their entrance.

- We are awaiting the delivery of the new backhoe. Hopefully by the time you read this we will have it here and be able to put it into service.

✓ **TREASURER UPDATE** (*Update*)

The auditors completed their fieldwork August 18<sup>h</sup> and will continue to review documentation and prepare a draft of the city financial statements in the coming weeks. Routine operations include, but are not limited to, processing payments for tax 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 still have a vacancy for the planning commission and downtown development authority. In addition, the passing of Mr. Plumb has opened vacancies for the ZBA, Metropolitan Alliance, DDA, and Board of Review. For the ZBA and BOR, it is within standard practice to promote an alternate. In this case, it will be Mr. Hicks and Ms. Parentau, leaving the alternate positions vacant. We have some recommendations, and I am hopeful more positions will have recommendations by the time we meet.

✓ **JEEPERS CREEKERS PERMITS** (*Business Item*)

Jeepers Creekers is back for another year. Some things are moving forward, and some are scaling back. The applications are attached and a set of resolutions is prepared. In short, the event will consist of a daytime fall market in Holland Square and on Holland Drive on Saturday, a foot race (5k), and the trunk or treat event on Miller/Holland. All events are scheduled for Saturday, October 8<sup>th</sup>. During the late afternoon, Miller will close down between Morrish and Hayes for the trunk or treat event and an outdoor movie at Holland Square.

All of these events and closures have occurred in the past and are very manageable, especially on a Saturday. Note there will also be a 5k costume race on the 9<sup>th</sup>, but this event is all within the sidewalk right-of-ways and does not require any additional permitting. Also note, that the DDA is a sponsor for this event. Lastly, there is not a planned pub crawl this year.

✓ **CIVIC PARKING LOT SCOPE CHANGE** (*Business Item*)

The city council has approved a bid by Ace Saginaw Paving Company to resurface the civic parking lot. As they prepare to do so, they believe the milling process may decimate what little base appears to be intact. Rob concurs.

Rob and Ace have worked out a plan that will pulverize the base and add 4" of asphalt. This will certainly add many years of life to the parking lot. However, the cost for this improvement is \$160,500. The original bid was \$96,000, a difference of \$64,500. This poses a tough choice.

Based upon the likelihood of conducting tennis court remediation at Elms, we can shift some general fund dollars to the project. I have also made pleas to the library and senior

center for support. The senior center is offering \$10,000. The library cannot support building maintenance per their operating agreements and charter.

With that said, the council has three primary choices. First, proceed with the original bid and risk very early deterioration, Second, take the senior center money and \$54,000 from Elms Park (likely not to be spent otherwise) and upgrade the improvement. Third, we can scrape the rehabilitation and revisit the plan at a later date.

Given the circumstances, I think we should go with option two. I suspect prices will continue to climb, deterioration will continue to occur, and the support of the senior center is not guaranteed. Though this is not ideal, it is a reasonable path forward, especially since contractors for the Elms tennis courts do not appear to be available in the current fiscal year.

The new proposal and a resolution are included in the packet.

✓ **USDA ENGINEERING SERVICES AGREEMENT AMENDMENT (*Business Item*)**

With phase I of the USDA project coming to an end, we are wrapping up punch lists and taking care of loose ends. Among some items to address are the impacts of change orders and some unspent grant funds. Note that grant funds are the last funds spent with such a project, with loan dollars being expended first.

With that said, the city is pursuing some additional change orders for the purchase of related parts for the water system, as well as additional restoration at the staging site on Bristol Road. We expect the USDA to fund these additions, which will run about \$90,000. In addition to this, there are additional engineering expenses of \$45,000 that OHM is seeking to account for the added water main work on Miller (Raubinger to the Masonic Temple), as well as additional expenses related to restoring the staging area and miscellaneous, unbudgeted hours.

USDA must approve any and all additional expenses. They have tentatively done so for the restoration, spare parts, and engineering. Note that the additional Miller Road water main was previously approved for construction by the USDA. At this point, we have an amendment to the original engineering services agreement that is needed to validate the engineering expense. I am including this in the packet, along with a resolution to proceed. Again, all of these additional expenses are to be borne by USDA grant funds that will otherwise be unspent.

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

*Upcoming Events:* The next car show downtown is Thursday, August 25th. The movie night series is over. The summer concerts are also over. The weekly farmers market is on Wednesday's and the makers' market is every third Saturday at Holland Square.

*EPA:* We expect a visit from EPA officials on August 25<sup>th</sup>. They are asking some standard water system operation questions. As such, we are not sure if this is a random inspection, a courtesy call, or something arising from a concern with the system. We will obviously report on the matter.

**City of Swartz Creek  
RESOLUTIONS  
Regular Council Meeting, Monday, August 22, 2022, 7:00 P.M.**

**Motion No. 220822-4A**                      **MINUTES – August 8, 2022**

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

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, August 8, 2022, to be circulated and placed on file.

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

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

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

**Motion No. 220822-5A**                      **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 August 22, 2022, to be circulated and placed on file.

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

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

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

**Motion No. 220822-6A**                      **CITY MANAGER’S REPORT**

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

**I Move** the Swartz Creek City Council accept the City Manager’s Report of August 22, 2022, including reports and communications, to be circulated and placed on file.

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

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

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

\*\*\*\*\***Master Resolution**\*\*\*\*\*

**Resolution No. 220822-8A**                      **RESOLUTION TO APPROVE A FESTIVAL PERMIT FOR THE SWARTZ CREEK CHAMBER OF COMMERCE, JEEPERS CREEKERS, EVENTS IN OCTOBER OF 2022**

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

**WHEREAS**, the Jeepers Creekers (JC) organization is a recognized charitable entity that operates in Swartz Creek; and

**WHEREAS**, JC is seeking permits and approvals to operate an annual festival on private and public grounds within the city, including a parade, live music, foot race, market, food service, a movie, and numerous other activities; and

**WHEREAS**, the City Council finds the Jeepers Creekers organization and the event to be beneficial to the public and in good standing; and

**WHEREAS**, Section 20.01.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 220822-8C1 through 220822-8C3, allowing for the various permits related to the annual Swartz Creek Jeepers Creekers festival, to be held on Saturday, October 8, 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. 220822-8C1      JEEPERS CREEKERS, STREET FESTIVAL, GENERAL STREET & PROPERTY USE PERMITS**

**I Move** the City of Swartz Creek approve and authorize the Swartz Creek 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. General Street Permit for a footrace (no street closures are required)

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. 220822-8C2      JEEPERS CREEKERS, STREET USAGE PERMIT**

**I Move** the Swartz Creek City Council approve and authorize the Jeepers Creeker’s application for street closing / usage permit for Saturday, October 8, 2022 from 9:00 a.m. until 10:00 p.m. for purposes of conducting a festival, including market vendors and an outdoor movie, on Holland Drive and in Holland Square 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.

**Resolution No. 220822-8C3      JEEPERS CREEKERS, STREET USAGE PERMIT**

**I Move** the Swartz Creek City Council approve and authorize the Jeepers Creeker’s application for street closing / usage permit for Saturday, October 8, 2022 from 4:00 p.m. until 9:00 p.m. for purposes of conducting a festival on Miller Road (Morrish to Hayes), Holland Drive, and in Holland Square 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.

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

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

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

**Resolution No. 220822-8B      RESOLUTION TO APPROVE COMMISSION APPOINTMENTS**

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

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

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

**WHEREAS**, said appointments are a 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:

**#220822-8C1      MAYOR APPOINTMENT:      \_\_\_\_\_**  
Planning Commission

Three year term, expiring June 30, 2025

**#220822-8C2** **MAYOR APPOINTMENT:** **James Barclay**  
Downtown Development Authority  
Remainder of four year term, expiring June 30, 2025

**#220822-8C3** **MAYOR APPOINTMENT:** **Chad Toms**  
Downtown Development Authority  
Remainder of four year term, expiring June 30, 2025

**#220822-8C4** **MAYOR APPOINTMENT:** **Douglas Stephens**  
Board of Review - Alternate  
Remainder of three year term, expiring June 30, 2023

**#220822-8C5** **MAYOR APPOINTMENT:** \_\_\_\_\_  
Genesee County Metropolitan Alliance  
Remainder of two year term, expiring November 22, 2022

**#220822-8C6** **MAYOR APPOINTMENT:** **George Hicks**  
Zoning Board of Appeals  
Remainder of three year term, expiring June 30, 2024

**#220822-8C7** **MAYOR APPOINTMENT:** **Tammy Pareantau**  
Board of Review  
Remainder of three year term, expiring June 30, 2023

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

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

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

**Resolution No. 220822-8C**

**RESOLUTION TO APPROVE ADDITIONAL PAVING SERVICES FOR THE CIVIC PARKING LOT**

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

**WHEREAS**, the city owns, operates and maintains a municipal parking lot that services the city offices, library, and senior center; and

**WHEREAS**, the city approved a competitive bid to resurface the lot with 2” of asphalt for \$96,000; and

**WHEREAS**, further investigation by the contractor and staff indicate that the repair method will be inefficient due to the severity of the base deterioration; and

**WHEREAS**, the contractor has provided a price for 4” of new asphalt over a pulverized base, that price being \$160,500; and

**WHEREAS**, the Swartz Creek Area Senior Center Board has committed to contributing \$10,000, and the city has funds dedicated to Elms Park tennis court maintenance that is unlikely to be available in the fiscal year.



**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek City Council approves the scope change for the municipal parking lot, dated July 8, 2022, and authorizes and directs the city treasurer to apportion funds from Elms Park to cover the additional expenses.

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

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

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

**Resolution No. 220822-8D**

**RESOLUTION TO APPROVE THE FISCAL YEAR 2023 BUDGET FOR THE FIRE DEPARTMENT**

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

**WHEREAS**, the agreement for fire service between Clayton Township and Swartz Creek City indicates a specific process for budgetary review and approval by the municipalities; and,

**WHEREAS**, the staff of Clayton Township and the Swartz Creek City have found the proposed budget to be acceptable by both parties; and,

**WHEREAS**, the Swartz Creek Fire Board affirmed the proposed budget at their regular meeting on August 15, 2022.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of Swartz Creek approve the Fiscal Year 2023 Swartz Creek Area Fire Board Budget, a copy of which is attached hereto, gross maximum total not to exceed \$348,627.90, to be paid commensurate of the agreement between the City of Swartz Creek and the Township of Clayton, payment being the City's obligation of one-half of the proposed total budget.

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

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

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

**Resolution No. 220822-8E**

**RESOLUTION TO APPROVE AN AMENDMENT TO THE USDA ENGINEERING AGREEMENT**

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

**WHEREAS**, the City of Swartz Creek received a USDA grant a loan to replaced water main in the city; and,

**WHEREAS**, the City engaged engineering services under USDA parameters and acceptable pricing; and,

**WHEREAS**, the USDA expanded to include additional construction, restoration, and related features, which required additional engineering services; and



**WHEREAS**, there are unspent grant funds that the USDA has approved for expense towards additional water main, restoration, spare parts, and engineering; and

**WHEREAS**, the USDA requires an amendment to the engineering service agreement to release engineering funds.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of Swartz Creek City Council approve the Amendment to Owner-Engineer Agreement, originally dated July 8, 2019, with the amendment included in the August 22, 2022 city council packet, in the amount of \$45,000, funds to be expensed and receipted to the water fund.

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

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

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

**Motion No. 220822-11A**

**ADJOURN**

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

**I Move** the Swartz Creek City Council adjourn the regular council meeting of August 22, 2022.

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

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

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

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE 07/25/2022**

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

Invocation and Pledge of Allegiance.

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

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, Clerk Connie Olger, Director of Community Services Rob Bincsik.

Others Present: Andy Harris, Jim Barclay.

Others Virtually Attended: Lania Rocha, Deanna Korth.

**APPROVAL OF MINUTES**

**Resolution No. 220725-01 (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 July 11, 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. 220725-02 (Carried)**

Motion by Councilmember Henry  
Second by Councilmember Cramer

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

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

## **CITY MANAGER'S REPORT**

### **Resolution No. 220725-03**

**(Carried)**

Motion by Councilmember Cramer  
Second by Councilmember Gilbert

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

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

### **MEETING OPENED TO THE PUBLIC:**

None.

### **COUNCIL BUSINESS:**

#### **RESOLUTION TO PURCHASE DUMP TRUCK AND BUILD-OUT**

### **Resolution No. 220725-04**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Henry

**WHEREAS**, the City finds it necessary to replace one of two dump trucks with a comparable piece of equipment; and

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

**WHEREAS**, the Director of Public Services has selected specifications for a chassis and build-out plan; and

**WHEREAS**, supply chain interruptions have led to lead times that require long term reservations with estimated costs to acquire some heavy equipment; and

**WHEREAS**, the 2023 Motor Pool Fund has sufficient funds set aside for this planned equipment replacement.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek approves the reservation of a 108" chassis as specified by D & K Truck Company and build-out package for dump box and underbody from Truck & Trailer Specialties, Inc., as

specified in the July 25, 2022 city council packet, in the amount of \$99,522 for the chassis and \$133,430 for the build out (\$232,952), plus associated fees and expenses, to be apportioned from the Motor Pool Fund (661).

Discussion Ensued.

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

## **RESOLUTION TO PURCHASE PATCHING EQUIPMENT**

**Resolution No. 220725-05**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Florence

**WHEREAS**, the City finds it necessary to replace a two ton asphalt patch trailer;  
and

**WHEREAS**, the City's Purchasing Ordinance, Chapter 2, Article VI, Section 2-406 provides for terms and conditions of purchases; and

**WHEREAS**, the City is not required to get sealed bids but must seek council approval for goods and services that are not of a public work or improvement of a directly competitive nature; and

**WHEREAS**, the Director of Public Services has selected a modified patching trailer, as assembled by Spaulding Mfg., Inc.; and

**WHEREAS**, the 2023 Motor Pool Fund has sufficient funds set aside for this planned equipment replacement.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek approves the purchase of the two-ton Aire Jacket Road Saver Asphalt Non-Dump Trailer from Spaulding Mfg., Inc., as specified in the July 25, 2022, city council packet, in the amount of \$21,975 plus associated fees and expenses, to be apportioned from the Motor Pool Fund (661).

**BE IT FURTHER RESOLVED**, the City of Swartz Creek, finding the existing patcher be beyond its useful life for the execution of safe and efficient duties, hereby direct and authorize the Director of Public Services to trade the patcher to Spaulding Mfg., Inc. in the amount of \$2,000.

Discussion Ensued.

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

## RESOLUTION TO APPROVE AN AMENDED NAME FOR BICENTENNIAL PARK

**Resolution No. 220725-06**

**(Carried)**

Motion by Councilmember Pinkston  
Second by Councilmember Cramer

**WHEREAS**, Michael Shumaker served as the city's DPW Director for over thirty years; and

**WHEREAS**, Mr. Shumaker invested much of his life into Swartz Creek in ways too numerous to account for, but including decades of service to the Swartz Creek City Council, Swartz Creek Park Board, Kiwanis Club, Pajtas Amphitheater, and Historical Society; and

**WHEREAS**, during these years of service, Mr. Shumaker, in his professional and volunteer capacity, spent countless hours working towards the acquisition and improvement of city parks, including Bicentennial Park; and

**WHEREAS**, the Swartz Creek Park and Recreation Committee, at their regular meeting on July 6, 2022, found that the namesake of Bicentennial Park does not reflect the authenticity of the community, having no connection to the neighborhood; and

**WHEREAS**, the committee recommends that Bicentennial Park therefore be dedicated as Shumaker Bicentennial Park in honor of the efforts of Michael Shumaker; and

**WHEREAS**, the Swartz Creek City Council recognizes that Mr. Shumaker embodied what is best about Swartz Creek and further concurs with the findings of the park board.

**NOW, THEREFORE BE IT RESOLVED**, the Swartz Creek City Council hereby memorializes the contributions and impact of Michael Shumaker through the dedication and renaming of Bicentennial Park as Shumaker Bicentennial Park. May the name grace the park as the presence of Michael has graced our community, and may it stand to further inspire those entering upon those grounds to recall and aspire to their quality.

Discussion Ensued.

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

## RESOLUTION TO PURCHASE PICKUP TRUCK

**Resolution No. 220725-07**

**(Carried)**

Motion by Councilmember Florence  
Second by Councilmember Cramer

**WHEREAS**, the city finds it necessary to replace a 2008 Pickup Truck with a comparable piece of equipment; and

**WHEREAS**, the City's Purchasing Ordinance, Chapter 2, Article VI, Section 2-406 provides for terms and conditions of purchases; and

**WHEREAS**, the City is not required to get sealed bids but must seek council approval for goods and services that are not of a public work or improvement of a directly competitive nature; and

**WHEREAS**, the Director of Public Services has a quote for a 2022 GMC Sierra 2500HD 4x4; and

**WHEREAS**, wait times, pricing, and options for new pickup trucks are extremely irregular and unpredictable, making traditional acquisitions problematic; and

**WHEREAS**, the 2023 Motor Pool Fund has sufficient funds set aside for this planned equipment replacement.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek approves the purchase of the 2022 GMC Sierra 2500HD 4x4 from Shea Automotive Group in the amount of \$48,360 plus associated fees and expenses, to be apportioned from the Motor Pool Fund (661).

**BE IT FURTHER RESOLVED**, the City of Swartz Creek, finding the 2008 pickup truck to be beyond its useful life for the execution of safe and efficient duties, hereby direct and authorize the Director of Public Services to auction this vehicle and related appurtenances (listed below) by means of the Bidcorp.com or related public auctioning service.

1. 2008 Pickup Truck; VIN 1GCHK24K88E193467

Discussion Ensued.

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

**RESOLUTION TO APPROVE ALLOCATION OF FIRE DEPARTMENT SURPLUS REVENUES TO UTILITY TRUCK PURCHASE**

**Resolution No. 220725-08**

**(Carried)**

Motion by Councilmember Henry  
Second by Councilmember Florence

**WHEREAS**, the City of Swartz Creek and Township of Clayton operate a joint fire department (Swartz Creek Area Fire Department) as promulgated and regulated by the Swartz Creek – Clayton Township Amended and Restated 2019-2022 Fire Department Agreement; and

**WHEREAS**, the SCAFD cannot exceed its budget or deposit surplus funds into the Capital Improvement Program Fund without concurrence of the Township and City; and

**WHEREAS**, the SCAFD has returned \$40,862.50 to the City of Swartz Creek, such funds representing proceeds from a vehicle sale and unspent general contributions; and

**WHEREAS**, the SCAFD is requesting to retain \$32,000 of revenues received in excess of municipal billings.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek hereby approves the deposit of \$32,000 as requested by the Fire Chief at the July 11, 2022 city council meeting, said deposit to be allocated to the Fire Equipment Fund (402) and encumbered for the purchase of a utility vehicle.

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

**RESOLUTION TO APPROVE PROFESSIONAL SERVICES FOR MS4 COMPLIANCE**

**Resolution No. 220725-09**

**(Carried)**

Motion by Councilmember Cramer  
Second by Mayor Pro Tem Hicks

**WHEREAS**, the City of Swartz Creek owns, operates, and maintains a system of storm water collection assets that drain to the Swartz Creek and other public water bodies of the state; and

**WHEREAS**, the city is required to comply with standards pertaining to the Municipal Separate Storm Sewer System (MS4); and

**WHEREAS**, the city and its current provider of MS4 services, the Genesee County Drain Commission, is seeking to satisfying the Michigan Department of Environment Great Lakes and Energy; and

**WHEREAS**, the city solicited a proposal from a pre-approved engineer that specializes in sanitary and storm sewer matters to remedy the situation.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby approve the professional service agreement dated July 14, 2022, as submitted by DLZ in the amount of \$6,110 and authorize and direct the Mayor to execute said agreement on behalf of the city.

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

## **USDA NOTICE OF INTENT**

## **PUBLIC HEARING**

OPEN: 7:37 P.M.

Mr. Andy Harris, OHM Advisors, informed every one of the second phase USDA Rural Development Program and the public hearing is required. This is the second public hearing due to the date of previous public hearing now has expired. The goal is to secure a low interest loan. Typical loan terms are 40 year/ 2-4 % interest. He reviewed the agenda then proceeded to discuss the project need, scope, environmental impacts, and cost, which the total estimated project cost is \$6,583,000.

The schedule was reviewed, and we are currently working on the application process. Bid opening will be early, possibly January 2023, and then phase II construction begin April 2023, depending on the pipe supply, and be completed by October 2024. The 20-Year Plan was reviewed, a wish list for the city. If there is construction money left over items on the 20 year plan can be added to the project if and when the time is right.

Councilmember Henry questioned the Whitney Ct. main. Mr. Harris responded they are looking at alternatives. Mr. Henry asked if they were done with the surveying and Mr. Harris responded the surveying has been done and now, they are designing.

Councilmember Cramer questioned if all the streets listed for construction if they would be done in one construction season. Mr. Harris responded that it take two construction seasons to complete.

CLOSED: 7:50 P.M.

## **RESOLUTION TO APPROVE FISCAL YEAR 2022 BUDGET AMENDMENTS AND ADJUSTMENTS**

**Resolution No. 220725-10**

**(Carried)**



Motion by Mayor Pro Tem Hicks  
Second by Councilmember Cramer

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

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

**WHEREAS**, the City Council has reviewed the City's 2021 - 2022 Fiscal Year Budget and comparative year-to-date balance sheet of expenses and revenues, and finds that it is not in deficit; however, certain department activity line items may be in deficit.

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

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

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

**THEREFORE BE IT RESOLVED**, the Swartz Creek City Council hereby authorizes and directs the city manager or his designee to make all necessary end-year budget adjustment amendments to all city funds in accordance with the supplemental documentation (pages 102 to 119) attached.

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

Discussion Ensued.

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

**MEETING OPENED TO THE PUBLIC:**

None.

**REMARKS BY COUNCILMEMBERS:**

Councilmember Pinkston it's good to see the Mayor here tonight.

Councilmember Gilbert commented the crosswalk sign on Miller Road has been ran over again.

Mayor Pro Tem Hicks wondered why there are still cones on Morrish Road. Mr. Harris responded a sign and light bar like the ones on Miller Road are going to be installed there.

Councilmember Cramer was happy to see the TIP award in the packet. He is sorry to see that Mary Crapo is going to be demolished. A fundraiser is in the works for Officer Storm, and once the date and time has been set, he will let everyone know.

Councilmember Henry ask Mr. Bincsik about options to lease instead of purchasing. Mr. Bincsik explained the leasing options.

Councilmember Florence's son is visiting from Taiwan. His son will be speaking at the American Legion Thursday at 7:30 a.m.

Mayor Krueger thanked everyone for their support and is glad to be at meeting tonight.

## **ADJOURNMENT**

**Resolution No. 220725-10**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Henry

**I Move** the Swartz Creek City Council adjourn the regular meeting at 8:06 p.m.

Unanimous Voice Vote.

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**David A. Krueger, Mayor**

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**Connie Olger, City Clerk**

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK  
PERIOD ENDING 07/31/2022

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 07/31/2022	AVAILABLE BALANCE	% BDGT USED
<b>Fund 101 - General Fund</b>					
<b>Revenue</b>					
000.000 - General	2,697,088.00	2,697,088.00	1,638,413.16	1,058,674.84	60.75
301.000 - Police Dept	4,500.00	4,500.00	0.00	4,500.00	0.00
345.000 - PUBLIC SAFETY BUILDING	23,700.00	23,700.00	0.00	23,700.00	0.00
371.000 - Building/Zoning/Planning	53,500.00	53,500.00	4,412.00	49,088.00	8.25
444.000 - Sidewalks	3,500.00	3,500.00	0.00	3,500.00	0.00
448.000 - Lighting	9,221.52	9,221.52	643.46	8,578.06	6.98
523.000 - Grass, Brush & Weeds	5,000.00	5,000.00	2,000.00	3,000.00	40.00
694.000 - Community Development Block Grant	54,756.50	54,756.50	0.00	54,756.50	0.00
728.005 - Holland Square Streetscape	40,000.00	40,000.00	0.00	40,000.00	0.00
780.500 - Mundy Twp Park Services	10,008.90	10,008.90	0.00	10,008.90	0.00
782.000 - Facilities - Abrams Park	70.00	70.00	140.00	(70.00)	200.00
783.000 - Facilities - Elms Rd Park	12,000.00	12,000.00	1,210.00	10,790.00	10.08
786.000 - Non-Motorized Trailway	700,000.00	700,000.00	0.00	700,000.00	0.00
790.000 - Facilities-Senior Center/Libr	5,300.00	5,300.00	0.00	5,300.00	0.00
<b>TOTAL REVENUES</b>	<b>3,618,644.92</b>	<b>3,618,644.92</b>	<b>1,646,818.62</b>	<b>1,971,826.30</b>	
<b>Expense</b>					
000.000 - General	13,580.00	13,580.00	1,126.55	12,453.45	8.30
101.000 - Council	23,484.73	23,484.73	5,009.91	18,474.82	21.33
172.000 - Executive	161,084.00	161,084.00	16,167.82	144,916.18	10.04
215.000 - Administration and Clerk	31,156.00	31,156.00	4,660.85	26,495.15	14.96
228.000 - Information Technology	20,080.00	20,080.00	7,110.70	12,969.30	35.41

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 07/31/2022	AVAILABLE BALANCE	% BDGT USED
247.000 - Board of Review	3,163.00	3,163.00	0.00	3,163.00	0.00
253.000 - Treasurer	107,712.00	107,712.00	3,967.35	103,744.65	3.68
257.000 - Assessor	58,507.00	58,507.00	3,120.66	55,386.34	5.33
262.000 - Elections	42,625.00	42,625.00	4,154.75	38,470.25	9.75
265.000 - Facilities - City Hall	49,785.00	49,785.00	1,385.87	48,399.13	2.78
266.000 - Legal Council	18,500.00	18,500.00	0.00	18,500.00	0.00
301.000 - Police Dept	7,900.00	7,900.00	3,949.58	3,950.42	49.99
301.266 - Legal Council PSFY	24,000.00	24,000.00	0.00	24,000.00	0.00
301.851 - Retiree Employer Health Care PSFY	28,004.30	28,004.30	1,958.65	26,045.65	6.99
334.000 - Metro Police Authority	1,126,733.00	1,126,733.00	276,160.25	850,572.75	24.51
336.000 - Fire Department	177,712.00	177,712.00	62,082.25	115,629.75	34.93
345.000 - PUBLIC SAFETY BUILDING	50,878.30	50,878.30	3,401.23	47,477.07	6.69
371.000 - Building/Zoning/Planning	118,653.00	118,653.00	3,220.27	115,432.73	2.71
444.000 - Sidewalks	6,200.00	6,200.00	0.00	6,200.00	0.00
448.000 - Lighting	106,000.00	106,000.00	0.00	106,000.00	0.00
523.000 - Grass, Brush & Weeds	2,000.00	2,000.00	0.00	2,000.00	0.00
567.000 - Facilities - Cemetery	945.16	945.16	125.55	819.61	13.28
694.000 - Community Development Block Grant	54,766.50	54,766.50	0.00	54,766.50	0.00
728.000 - Economic Development	650.00	650.00	0.00	650.00	0.00
780.000 - Parks & Recreation	6,256.77	6,256.77	1,704.75	4,552.02	27.25
780.500 - Mundy Twp Park Services	9,138.00	9,138.00	375.57	8,762.43	4.11
782.000 - Facilities - Abrams Park	98,420.82	98,420.82	1,955.83	96,464.99	1.99
783.000 - Facilities - Elms Rd Park	239,933.00	239,933.00	20,988.01	218,944.99	8.75

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 07/31/2022	AVAILABLE BALANCE	% BDGT USED
786.000 - Non-Motorized Trailway	909,488.00	909,488.00	0.00	909,488.00	0.00
788.000 - Otterburn Disc Golf Park	31,000.00	31,000.00	0.00	31,000.00	0.00
790.000 - Facilities-Senior Center/Libr	34,373.58	34,373.58	2,829.33	31,544.25	8.23
794.000 - Community Promotions Program	52,814.00	52,814.00	3,000.28	49,813.72	5.68
797.000 - Facilities - City Parking Lots	11,715.00	11,715.00	0.00	11,715.00	0.00
851.000 - Retired Employee Health Care	26,550.00	26,550.00	791.28	25,758.72	2.98
965.000 - Transfers Out	155,000.00	155,000.00	0.00	155,000.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>3,808,808.16</b>	<b>3,808,808.16</b>	<b>429,247.29</b>	<b>3,379,560.87</b>	
<b>Fund 101 - General Fund:</b>					
TOTAL REVENUES	3,618,644.92	3,618,644.92	1,646,818.62	1,971,826.30	45.51
TOTAL EXPENDITURES	3,808,808.16	3,808,808.16	429,247.29	3,379,560.87	11.27
NET OF REVENUES & EXPENDITURES	(190,163.24)	(190,163.24)	1,217,571.33	(1,407,734.57)	
<b>Fund 202 - Major Street Fund</b>					
<b>Revenue</b>					
000.000 - General	553,070.00	553,070.00	203,727.39	349,342.61	36.84
441.000 - Miller Rd Park & Ride	5,000.00	5,000.00	0.00	5,000.00	0.00
454.000 - Major Streets Projects	89,134.83	89,134.83	(15,436.29)	104,571.12	(17.32)
474.000 - Traffic Services	0.00	0.00	12,625.00	(12,625.00)	100.00
478.000 - Snow & Ice Removal	2,100.00	2,100.00	0.00	2,100.00	0.00
<b>TOTAL REVENUES</b>	<b>649,304.83</b>	<b>649,304.83</b>	<b>200,916.10</b>	<b>448,388.73</b>	
<b>Expense</b>					
228.000 - Information Technology	1,100.00	1,100.00	351.33	748.67	31.94
429.000 - Occupational Safety	0.00	0.00	41.70	(41.70)	100.00
441.000 - Miller Rd Park & Ride	5,822.00	5,822.00	112.88	5,709.12	1.94
448.000 - Lighting	0.00	0.00	6,014.00	(6,014.00)	100.00
449.500 - Right of Way - General	15,000.00	15,000.00	0.00	15,000.00	0.00
449.501 - Right of Way - Storms	15,000.00	15,000.00	0.00	15,000.00	0.00

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 07/31/2022	AVAILABLE BALANCE	% BDGT USED
452.100 - Safe Routes to School Grant	132,105.00	132,105.00	0.00	132,105.00	0.00
454.000 - Major Streets Projects	317,842.00	317,842.00	0.00	317,842.00	0.00
463.000 - Routine Maint - Streets	389,213.00	389,213.00	4,460.11	384,752.89	1.15
463.307 - Oakview - Seymour to Chelmsford	29,000.00	29,000.00	0.00	29,000.00	0.00
474.000 - Traffic Services	34,213.00	34,213.00	3,026.61	31,186.39	8.85
478.000 - Snow & Ice Removal	53,515.00	53,515.00	147.38	53,367.62	0.28
482.000 - Administrative	15,382.00	15,382.00	661.09	14,720.91	4.30
538.500 - Intercommunity storm drains	11,000.00	14,055.00	750.00	13,305.00	5.34
<b>TOTAL EXPENDITURES</b>	<b>1,019,192.00</b>	<b>1,022,247.00</b>	<b>15,565.10</b>	<b>1,006,681.90</b>	
<b>Fund 202 - Major Street Fund:</b>					
TOTAL REVENUES	649,304.83	649,304.83	200,916.10	448,388.73	30.94
TOTAL EXPENDITURES	1,019,192.00	1,022,247.00	15,565.10	1,006,681.90	1.52
NET OF REVENUES & EXPENDITURES	(369,887.17)	(372,942.17)	185,351.00	(558,293.17)	
<b>Fund 203 - Local Street Fund</b>					
<b>Revenue</b>					
000.000 - General	173,525.00	173,525.00	(14,832.33)	188,357.33	(8.55)
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	300,000.00	300,000.00	0.00	300,000.00	0.00
<b>TOTAL REVENUES</b>	<b>489,925.00</b>	<b>489,925.00</b>	<b>(14,832.33)</b>	<b>504,757.33</b>	
<b>Expense</b>					
228.000 - Information Technology	850.00	850.00	351.33	498.67	41.33
449.500 - Right of Way - General	14,000.00	14,000.00	3,140.00	10,860.00	22.43
449.501 - Right of Way - Storms	1,500.00	1,500.00	0.00	1,500.00	0.00
455.000 - Local Street Projects	340,990.00	340,990.00	0.00	340,990.00	0.00
463.000 - Routine Maint - Streets	167,771.00	167,771.00	5,619.11	162,151.89	3.35

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 07/31/2022	AVAILABLE BALANCE	% BDGT USED
474.000 - Traffic Services	18,559.00	18,559.00	139.88	18,419.12	0.75
478.000 - Snow & Ice Removal	39,561.00	39,561.00	154.30	39,406.70	0.39
482.000 - Administrative	11,535.00	11,535.00	495.80	11,039.20	4.30
538.500 - Intercommunity storm drains	14,000.00	17,055.00	750.00	16,305.00	4.40
<b>TOTAL EXPENDITURES</b>	<b>608,766.00</b>	<b>611,821.00</b>	<b>10,650.42</b>	<b>601,170.58</b>	
<b>Fund 203 - Local Street Fund:</b>					
TOTAL REVENUES	489,925.00	489,925.00	(14,832.33)	504,757.33	3.03
TOTAL EXPENDITURES	608,766.00	611,821.00	10,650.42	601,170.58	1.74
NET OF REVENUES & EXPENDITURES	(118,841.00)	(121,896.00)	(25,482.75)	(96,413.25)	
<b>Fund 204 - MUNICIPAL STREET FUND</b>					
<b>Revenue</b>					
000.000 - General	720,548.00	720,548.00	710,641.11	9,906.89	98.63
<b>TOTAL REVENUES</b>	<b>720,548.00</b>	<b>720,548.00</b>	<b>710,641.11</b>	<b>9,906.89</b>	
<b>Expense</b>					
905.000 - Debt Service	170,402.00	170,402.00	320.83	170,081.17	0.19
965.000 - Transfers Out	300,000.00	300,000.00	0.00	300,000.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>470,402.00</b>	<b>470,402.00</b>	<b>320.83</b>	<b>470,081.17</b>	
<b>Fund 204 - MUNICIPAL STREET FUND:</b>					
TOTAL REVENUES	720,548.00	720,548.00	710,641.11	9,906.89	98.63
TOTAL EXPENDITURES	470,402.00	470,402.00	320.83	470,081.17	0.07
NET OF REVENUES & EXPENDITURES	250,146.00	250,146.00	710,320.28	(460,174.28)	
<b>Fund 226 - Garbage Fund</b>					
<b>Revenue</b>					
000.000 - General	445,285.00	445,285.00	444,982.79	302.21	99.93
<b>TOTAL REVENUES</b>	<b>445,285.00</b>	<b>445,285.00</b>	<b>444,982.79</b>	<b>302.21</b>	
<b>Expense</b>					
101.000 - Council	3,898.13	3,898.13	1,132.35	2,765.78	29.05
172.000 - Executive	9,158.50	9,158.50	1,654.85	7,503.65	18.07
215.000 - Administration and Clerk	2,159.00	2,159.00	392.47	1,766.53	18.18
228.000 - Information Technology	2,180.00	2,180.00	767.67	1,412.33	35.21

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 07/31/2022	AVAILABLE BALANCE	% BDGT USED
253.000 - Treasurer	19,355.60	19,355.60	464.59	18,891.01	2.40
265.000 - Facilities - City Hall	4,963.00	4,963.00	340.66	4,622.34	6.86
528.000 - Sanitation Collection	324,619.00	324,619.00	558.82	324,060.18	0.17
530.000 - Wood Chipping	68,107.50	68,107.50	4,192.54	63,914.96	6.16
782.000 - Facilities - Abrams Park	12,645.00	12,645.00	939.23	11,705.77	7.43
783.000 - Facilities - Elms Rd Park	17,281.00	17,281.00	982.70	16,298.30	5.69
<b>TOTAL EXPENDITURES</b>	<b>464,366.73</b>	<b>464,366.73</b>	<b>11,425.88</b>	<b>452,940.85</b>	
<b>Fund 226 - Garbage Fund:</b>					
TOTAL REVENUES	445,285.00	445,285.00	444,982.79	302.21	99.93
TOTAL EXPENDITURES	464,366.73	464,366.73	11,425.88	452,940.85	2.46
NET OF REVENUES & EXPENDITURES	(19,081.73)	(19,081.73)	433,556.91	(452,638.64)	
<b>Fund 248 - Downtown Development Fund</b>					
<b>Revenue</b>					
000.000 - General	100,004.00	100,004.00	0.95	100,003.05	0.00
<b>TOTAL REVENUES</b>	<b>100,004.00</b>	<b>100,004.00</b>	<b>0.95</b>	<b>100,003.05</b>	
<b>Expense</b>					
173.000 - DDA Administration	2,804.00	2,804.00	0.00	2,804.00	0.00
728.000 - Economic Development	20,000.00	20,000.00	0.00	20,000.00	0.00
728.002 - Streetscape	42,000.00	42,000.00	0.00	42,000.00	0.00
728.003 - Facade Program	12,500.00	12,500.00	0.00	12,500.00	0.00
728.004 - Family Movie Night	6,960.00	6,960.00	495.00	6,465.00	7.11
<b>TOTAL EXPENDITURES</b>	<b>84,264.00</b>	<b>84,264.00</b>	<b>495.00</b>	<b>83,769.00</b>	
<b>Fund 248 - Downtown Development Fund:</b>					
TOTAL REVENUES	100,004.00	100,004.00	0.95	100,003.05	0.00
TOTAL EXPENDITURES	84,264.00	84,264.00	495.00	83,769.00	0.59
NET OF REVENUES & EXPENDITURES	15,740.00	15,740.00	(494.05)	16,234.05	
<b>Fund 402 - Fire Equip Replacement Fund</b>					
<b>Revenue</b>					
000.000 - General	75.00	75.00	(146.21)	221.21	(194.95)



GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 07/31/2022	AVAILABLE BALANCE	% BDGT USED
931.000 - Transfers IN	155,000.00	155,000.00	0.00	155,000.00	0.00
<b>TOTAL REVENUES</b>	155,075.00	155,075.00	(146.21)	155,221.21	
<b>Expense</b>					
Fund 402 - Fire Equip Replacement Fund:					
TOTAL REVENUES	155,075.00	155,075.00	(146.21)	155,221.21	0.09
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	155,075.00	155,075.00	(146.21)	155,221.21	
Fund 590 - Sanitary Sewer Fund					
<b>Revenue</b>					
000.000 - General	600.00	600.00	(1,070.39)	1,670.39	(178.40)
536.000 - Sewer System	1,301,140.00	1,301,140.00	(34,068.66)	1,335,208.66	(2.62)
<b>TOTAL REVENUES</b>	1,301,740.00	1,301,740.00	(35,139.05)	1,336,879.05	
<b>Expense</b>					
101.000 - Council	13,195.82	13,195.82	2,852.91	10,342.91	21.62
172.000 - Executive	34,242.00	34,242.00	5,658.27	28,583.73	16.52
215.000 - Administration and Clerk	10,082.50	10,082.50	1,052.11	9,030.39	10.44
228.000 - Information Technology	8,290.00	8,290.00	2,116.61	6,173.39	25.53
253.000 - Treasurer	63,194.00	63,194.00	2,612.04	60,581.96	4.13
265.000 - Facilities - City Hall	9,013.00	9,013.00	840.96	8,172.04	9.33
536.000 - Sewer System	1,151,619.59	1,151,619.59	3,676.77	1,147,942.82	0.32
537.000 - Sewer Lift Stations	13,098.00	13,098.00	326.36	12,771.64	2.49
542.000 - Read and Bill	48,097.00	48,097.00	3,797.69	44,299.31	7.90
543.400 - Reline Existing Sewers	400,000.00	400,000.00	0.00	400,000.00	0.00
543.401 - Flush & TV Sewers	250,000.00	250,000.00	0.00	250,000.00	0.00
850.000 - Other Functions	8,000.00	8,000.00	0.00	8,000.00	0.00
<b>TOTAL EXPENDITURES</b>	2,008,831.91	2,008,831.91	22,933.72	1,985,898.19	
Fund 590 - Sanitary Sewer Fund:					
TOTAL REVENUES	1,301,740.00	1,301,740.00	(35,139.05)	1,336,879.05	2.70
TOTAL EXPENDITURES	2,008,831.91	2,008,831.91	22,933.72	1,985,898.19	1.14

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 07/31/2022	AVAILABLE BALANCE	% BDGT USED
NET OF REVENUES & EXPENDITURES	(707,091.91)	(707,091.91)	(58,072.77)	(649,019.14)	
Fund 591 - Water Supply Fund					
<b>Revenue</b>					
000.000 - General	1,100.00	1,100.00	(265.51)	1,365.51	(24.14)
540.000 - Water System	2,265,370.00	2,265,370.00	(56,420.95)	2,321,790.95	(2.49)
TOTAL REVENUES	2,266,470.00	2,266,470.00	(56,686.46)	2,323,156.46	
<b>Expense</b>					
101.000 - Council	13,195.82	13,195.82	2,857.63	10,338.19	21.66
172.000 - Executive	34,344.00	34,344.00	5,822.89	28,521.11	16.95
215.000 - Administration and Clerk	10,007.50	10,007.50	1,434.01	8,573.49	14.33
228.000 - Information Technology	5,800.00	5,800.00	2,116.61	3,683.39	36.49
253.000 - Treasurer	82,499.50	82,499.50	2,218.36	80,281.14	2.69
265.000 - Facilities - City Hall	8,739.00	8,739.00	937.52	7,801.48	10.73
540.000 - Water System	2,397,276.40	2,397,276.40	17,214.46	2,380,061.94	0.72
542.000 - Read and Bill	50,310.00	50,310.00	1,068.04	49,241.96	2.12
543.230 - Water Main Repair USDA Grant	20,000.00	20,000.00	0.00	20,000.00	0.00
850.000 - Other Functions	10,000.00	10,000.00	0.00	10,000.00	0.00
905.000 - Debt Service	41,813.00	41,813.00	10,000.00	31,813.00	23.92
TOTAL EXPENDITURES	2,673,985.22	2,673,985.22	43,669.52	2,630,315.70	
Fund 591 - Water Supply Fund:					
TOTAL REVENUES	2,266,470.00	2,266,470.00	(56,686.46)	2,323,156.46	2.50
TOTAL EXPENDITURES	2,673,985.22	2,673,985.22	43,669.52	2,630,315.70	1.63
NET OF REVENUES & EXPENDITURES	(407,515.22)	(407,515.22)	(100,355.98)	(307,159.24)	
Fund 661 - Motor Pool Fund					
<b>Revenue</b>					
000.000 - General	167,355.00	167,355.00	8,420.24	158,934.76	5.03
TOTAL REVENUES	167,355.00	167,355.00	8,420.24	158,934.76	
<b>Expense</b>					
172.000 - Executive	11,240.00	11,240.00	9,955.36	1,284.64	88.57

GL NUMBER	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 07/31/2022	AVAILABLE BALANCE	% BDGT USED
228.000 - Information Technology	760.00	760.00	225.05	534.95	29.61
253.000 - Treasurer	2,325.00	2,325.00	187.68	2,137.32	8.07
265.100 - Facilities - City Garage	335,386.00	335,386.00	52,003.66	283,382.34	15.51
850.000 - Other Functions	4,000.00	4,000.00	0.00	4,000.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>353,711.00</b>	<b>353,711.00</b>	<b>62,371.75</b>	<b>291,339.25</b>	
<b>Fund 661 - Motor Pool Fund:</b>					
TOTAL REVENUES	167,355.00	167,355.00	8,420.24	158,934.76	5.03
TOTAL EXPENDITURES	353,711.00	353,711.00	62,371.75	291,339.25	17.63
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(186,356.00)</b>	<b>(186,356.00)</b>	<b>(53,951.51)</b>	<b>(132,404.49)</b>	



RESOLUTION # \_\_\_\_\_

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

DATE OF REQUEST: Aug. 8, 2022  
SPONSOR ORGANIZATION: Jeepers Creepers  
AUTHORIZED REPRESENTATIVE: Anna Rocha  
WORK ADDRESS: \_\_\_\_\_ HOME ADDRESS: 609 E. Atherton Pl  
PHONE NO: WORK ( ) \_\_\_\_\_ HOME: ( ) \_\_\_\_\_ CELL: 989-332-2055  
EMAIL ADDRESS: jeeperscreeper@gmail.com

TYPE OF EVENT: (check box)

PARADE  \*\* (Draw Route on Attached Map)      CARNIVAL   
FOOT/BIKE RACE       CRAFT SHOW   
CONCERT       OTHER: trunk-or-treat

DATE OF EVENT: 10/8/22  
TIME OF EVENT: FROM: 4 AM/PM TO: 9 AM/PM  
ESTIMATED NUMBER OF PARTICIPANTS: 1500

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

Requesting to Close Miller Rd from Norwich to Hayes, plus Holland Drive for annual trunk-or-treat and complementary activities (games, food, etc.).

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

FOR: Jeepers Creepers (Organization)      BY: Anna Rocha (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.



Where Friendships Last Forever

Phone: (810) 635-4464

Fax: (810) 635-2887

## City of Swartz Creek Municipal Property Reservation Application

Date of Reservation: 10-8-22 Reservation location: Holland Square

- One time event  
 Recurring event

Name of Responsible Party: Renia Rocha, president, Jeepers Creekers

Address: 1009 E Atherton Rd., Flint Phone: 989-332-2055

City: Flint Zip Code: 48507

Nature of Activity: Craft market during day; evening games, movie, music & food Approx. # Attendees 1500

Arrival Time: 9 a.m. Departure Time: 10 p.m.

Responsible Party Signature: Renia Rocha

E-Mail Address: jeeperscreekers@gmail.com

Proof of Insurance Provided

Please check all that will be needed

Water

Waste collection

Electricity

Other Services – Specify: See attachment

I have received a copy of the Plaza Rules:

IF THERE ARE PROBLEMS DURING THE EVENT CONTACT 911.

City Official \_\_\_\_\_

Date \_\_\_\_\_

Requesting use of the city's inflatable movie screen and projection equipment – we have made arrangements with the fire department for set up and filming.

Requesting assistance with cordoning off the trunk-or-treat area so we have only one entrance area (would need yellow tape and cones, if possible. We can work with the fire department on this, as well).

Requesting use of city's fire ring/barrel for s'mores station, and portable picnic table(s) in Holland Square.



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

DATE OF REQUEST: Aug. 8, 2022  
SPONSOR ORGANIZATION: Jeepers Creepers  
AUTHORIZED REPRESENTATIVE: Anna Rocha  
WORK ADDRESS: \_\_\_\_\_ HOME ADDRESS: 609 E Atherton, Flint  
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: \_\_\_\_\_  
DATE OF EVENT: 10/8/22  
TIME OF EVENT: FROM: 10 AM/PM TO: 12 AM/PM  
ESTIMATED NUMBER OF PARTICIPANTS: 100

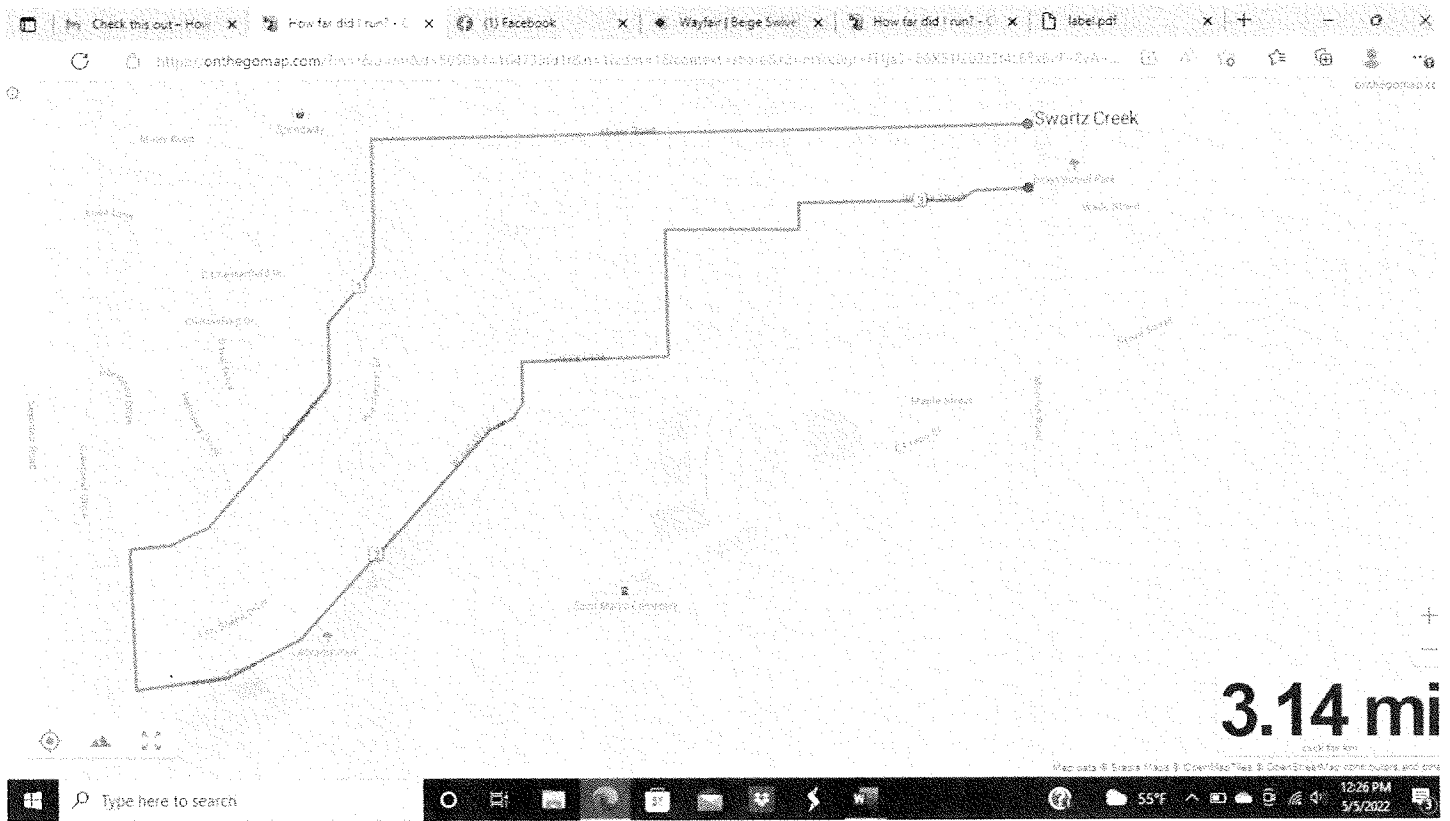
DESCRIPTION OF EVENT; NOTE STREETS REQUESTED TO BE CLOSED/USED:  
Requesting pavilion at Shumaker Bicentennial Park (west) for check-in. No road closures needed - route is attached. Runners will need to cross some roads in neighborhoods. We will have volunteers to assist.

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

FOR: Jeepers Creepers (Organization) BY: Anna Rocha (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.



*Jeepers  
Creekers  
5K costumed  
Sun run*



## 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: *Aria Rocha* For: *Jeepers Creepers*  
(Event Coordinator or Representative) (Organization)



# Ace-Saginaw Paving Company

115 S. Averill Avenue, Flint, MI. 48506  
Phone: (810) 238-1737 Fax: (810) 238-4326  
www.acesaginawpaving.com

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## QUOTATION

Date: 7/8/22  
To: City of Swartz Creek  
Attn: Robert Bincsik  
Re: Civic Center Reconstruct

We hereby submit specifications and estimates for:

### Civic Center Parking Lot (Approx. 45,224 Sft)

- Remove existing pavement approximately 4" in thickness.
- Fine grade and recompact parking lot.
- Furnish and install 2" of HMA 5E1 covering approximately 45,224 Sft
- Apply a bond coat at .1 gal/ syd.
- Furnish and install 2" of HMA 5E1 covering approximately 45,224 Sft.
- Stripe lot

For the above work, our price is **\$160,500.00**

- This quote is subject to credit approval.
- Quote may be withdrawn or modified if not accepted within 30 days from the above date.

**If quotation is accepted:** Full terms and conditions will be included with a copy being mailed to your office.

Authorized Signature: \_\_\_\_\_

Mark Marshall  
Assistant General Manager

**SWARTZ CREE AREA FIRE DEPT: 2023  
BUDGET-DRAFT**

ACCT #		20 BUDGET	20 ACTUAL	21 BUDGET	21 ACTUAL	22 BUDGET	23 BUDGET	DEFINITION
	<b>REVENUES:</b>							
3528	Other Federal Grants	\$26,000.00	\$26,000.00					
3582	Contributions-Operating	\$311,557.51	\$308,501.34	\$310,829.00	\$323,830.99	\$326,329.00	\$348,627.90	Estimated Operating Contributions
3583	Contributions-Equipment	\$0.00						Estimated Equipment Contributions-combined with 3582 for 2013
3628	Misc. Income (Sundry)	\$0.00	(\$1,526.51)	\$0.00	\$5,330.74	\$0.00	\$0.00	Miscellaneous Income
3630	Grant Income	\$0.00		\$0.00	\$3,727.50	\$0.00	\$0.00	Grant Income
3664	Interest Income	\$0.00				\$0.00		Interest from Deposits
3673	Sale of Fixed Assests	\$0.00						Sale of Miscellaneous Used Items
	<b>TOTAL REVENUES</b>	<b>\$337,557.51</b>	<b>\$332,974.83</b>	<b>\$310,829.00</b>	<b>\$332,889.23</b>	<b>\$326,329.00</b>	<b>\$348,627.90</b>	
	<b>EXPENSES</b>							
4703	Social Security	13,442.61	12,665.99	12,107.50	12,646.84	12,337.00	13,606.90	Social Security - .0145%, FICA - .062%
4704.1	Salaries - Chief	33,000.00	32,011.00	31,500.00	31,500.00	33,000.00	31,500.00	Chief
4704.2	Salaries - Staff	9,930.00	4,025.00	10,000.00	5,523.84	10,000.00	12,000.00	Accounting Specialist & Clerical
4705	Salaries - Maintenance	22,122.19	21,421.93	20,300.00	10,800.00	21,800.00	22,900.00	Maint., Qtr. Master, Train. Officer, FF Labor, Pump Testing
4706	Salaries - Officers	14,732.97	13,167.00	18,468.00	14,581.00	18,468.00	18,468.00	1 Asst. Chief, 1 Batt. Chief, 2 Capt., 4 Lieut.2 Sgt.
4707	Salaries - Firefighters	98,000.00	94,943.82	78,000.00	102,913.20	78,000.00	93,000.00	Est. Fire Run/Training Payment for Firefighters
4708	Deferred/Direct Response Comp.	2,683.24	2,434.50	2,556.00	2,960.26	2,556.00	3,015.00	Deferred Comp. Employer Paid
4709	Medical - Firefighters	8,265.00	7,161.00	7,408.00	6,618.00	8,408.00	7,408.00	Physicals, Hept. - B Shots
4710	Unemployment Payments	776.00	775.28	750.00	-	800.00	500.00	Unemployment Payments
4715	Unforseen Fees	1,648.83	6,611.39					
4727	Office Supplies	1,850.00	736.31	1,850.00	1,273.91	1,850.00	1,850.00	Clerical Supplies,Postage,Shipping
4728	Building Supplies/Maint	1,350.00	615.44	1,600.00	1,411.19	2,120.00	2,890.00	Utility Paper, Cleaning Supplies, Light Bulbs, Keys
4741	Equip/Oper. supplies	6,564.00	5,184.96	7,100.00	9,775.79	7,100.00	14,400.00	Small tool, Batteries, Fuel, Filters etc...
4801	Contract Services	9,700.00	6,650.20	7,800.00	7,533.94	10,200.00	8,700.00	Audit,Legal,Cleaning,Advertising,Copier Maint. Agree.,Photos
4850	Communications	5,800.00	4,869.98	5,520.00	4,972.94	5,520.00	5,720.00	Telephone/Internet Service
4910	Insurance	19,609.66	17,796.50	21,375.00	26,194.21	24,900.00	24,900.00	Fleet, Liability, Workers' Comp.
4920	Utilities	19,051.17	15,530.00	19,500.00	16,166.87	19,500.00	21,500.00	Gas/Electric, Water/Sewer
4960	Education & Training	8,445.67	6,050.03	9,455.00	3,205.00	11,650.00	11,650.00	Dues, Classes/Materials, Prevention Materials,Subscriptions
4970	Office Equipment	750.00	-	750.00	1,005.29	750.00	1,000.00	Office Equipment
4976	Fire Equipment	33,036.84	32,190.84	26,720.00	23,458.42	26,300.00	20,400.00	Gear,Suppression Equip.Pagers,Radios
4978	Fire Equip-Maint./Repair/Upgrades	22,330.00	14,663.23	24,230.00	17,711.70	27,230.00	29,380.00	Maint. Agree., Repair & Upgrades of Fire Equipment
4984	Computer Hardware/Repair	1,800.00	253.50	1,800.00	94.92	1,800.00	1,800.00	Computer Hardware & Hardware Repair
4988	Computer Software/Upgrade	2,669.33	2,510.33	2,040.00	4,152.50	2,040.00	2,040.00	Computer Software, Software Upgrades, Train. Matls.
	<b>Sub-total Expenses</b>	<b>337,557.51</b>	<b>302,268.23</b>	<b>310,829.50</b>	<b>304,499.82</b>	<b>326,329.00</b>	<b>348,627.90</b>	<b>0.068</b>
4981	Apparatus					120,000.00		
	<b>Total Expenses</b>	<b>337,557.51</b>	<b>302,268.23</b>	<b>310,829.50</b>	<b>304,499.82</b>	<b>446,329.00</b>	<b>348,627.90</b>	
	<b>Net Income (Loss)</b>	<b>\$0.00</b>	<b>\$30,706.60</b>	<b>(\$0.50)</b>	<b>\$28,389.41</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Fund balance beginning of the year</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Fund balance end of the year</b>	<b>\$0.00</b>	<b>\$30,706.60</b>	<b>(\$0.50)</b>	<b>\$28,389.41</b>	<b>\$0.00</b>	<b>\$0.00</b>	

2022 BUDGET-DRAFT

**2023 BUDGET BREAKDOWN :**

Account				2022	2023	Change
<b>4703 Social Security</b>				<b>12,337.00</b>	<b>13,606.90</b>	<b>1,269.90</b>
	2020 Actual	12,665.99				
	2021 Actual	12,646.84				
Chief Salary				\$33,000.00	\$31,500.00	-\$1,500.00
Acct & Clerical Wage				\$10,000.00	\$12,000.00	\$2,000.00
Officers				\$18,468.00	\$18,468.00	\$0.00
Main/Train				\$21,800.00	\$22,900.00	\$1,100.00
Firefighters				\$78,000.00	\$93,000.00	\$15,000.00
	TOTA	\$177,868.00	0.0765	\$12,337.00	\$13,606.90	\$1,269.90
<b>4704.1 Chief Salary</b>				<b>\$33,000.00</b>	<b>\$31,500.00</b>	<b>-\$1,500.00</b>
	2020 Actual	\$31,500.00				
	2021 Actual	\$32,011.00				
Chief's Salary				\$33,000.00	\$31,500.00	-\$1,500.00
<b>4704.2 Accounting Specialist &amp; Clerical Wages</b>				<b>\$10,000.00</b>	<b>\$12,000.00</b>	<b>\$2,000.00</b>
	2020 Actual	4,025.00				
	2021 Actual	5,523.84				
Accting Specialist Wage (\$18.00 hr., avg 12 hrs. a week)				\$10,000.00	\$12,000.00	\$2,000.00
	TOTAL			\$10,000.00	\$12,000.00	\$2,000.00
<b>4705 Maint. &amp; Train. Wages</b>				<b>\$21,800.00</b>	<b>\$22,900.00</b>	<b>\$1,100.00</b>
	2020 Actual	\$21,421.93				
	2021 Actual	\$10,800.00				
Truck Maintenance Duties				\$2,400.00	\$0.00	-\$2,400.00
Quarter Master Duties	\$200/mth			\$2,400.00	\$2,400.00	\$0.00
Training Duties	\$200/mth			\$2,400.00	\$2,400.00	\$0.00
Assist Quarter Master Duties	\$100/mth			\$1,200.00	\$1,200.00	\$0.00
IT Specialist	\$100/mth			\$1,200.00	\$1,200.00	\$0.00
Fire Prevention Duties	\$100/mth			\$1,200.00	\$1,200.00	\$0.00
Firefighter Labor:						
Hall/Apparatus Duties	Normal Firefighter hourly rate			\$7,500.00	\$8,500.00	\$1,000.00
Flow Testing/SCBA Tech Maint	Normal Firefighter hourly rate			\$1,500.00	\$2,000.00	\$500.00
Maintenance Duties	Individual Hourly rate			\$2,000.00	\$4,000.00	\$2,000.00
	TOTAL			\$21,800.00	\$22,900.00	\$1,100.00
<b>4706 Officer Salary</b>				<b>\$18,468.00</b>	<b>\$18,468.00</b>	<b>\$0.00</b>
	2020 Actual	13,167.00				
	2021 Actual	14,581.00				
Asst. Chief (1)	250/mth			\$3,000.00	\$3,000.00	\$0.00
Batt. Chief (1)	187/mth			\$2,244.00	\$2,244.00	\$0.00
Captain (2)	334/mth			\$4,008.00	\$4,008.00	\$0.00
Lieutenant (4)	568/mth			\$6,816.00	\$6,816.00	\$0.00
Sergeant (2)	\$200/mth			\$2,400.00	\$2,400.00	\$0.00
	TOTAL			\$18,468.00	\$18,468.00	\$0.00

2022 BUDGET-DRAFT

<b>4707 Firefighter Wages</b>		<b>\$78,000.00</b>	<b>\$93,000.00</b>	\$15,000.00
	2020 Actual	94,943.82		
	2021 Actual	102,913.20		
<b>FIREFIGHTER (2021 Raise)</b>				
	Probation I		\$12.23	\$12.23
	Probation II		\$13.02	\$13.02
	FFI		\$13.73	\$13.73
	FFII		\$14.95	\$14.95
	Officer I		\$16.09	\$16.09
	Officer II		\$17.00	\$17.00
	Officer III		\$17.46	\$17.46
	Tenure	<b>+ .30 for 3yrs; 5yrs &amp; 5 year increments</b>		
	Pump Operator		\$0.27	\$0.27
<b>4708 Deferred Compensation</b>		<b>\$2,556.00</b>	<b>\$3,015.00</b>	\$459.00
	2020 Actual	2,434.50		
	2021 Actual	2,960.26		
	Firefighters: flat rate, \$52 per yr. X18 FF		\$936.00	\$936.00
	Firefighters: \$1.50 per run x 18 FF X 77 runs (includes alarms & training)		\$1,620.00	\$2,079.00
	<b>TOTAL</b>		<b>\$2,556.00</b>	<b>\$3,015.00</b>
<b>4709 Medical Expense</b>		<b>\$8,408.00</b>	<b>\$7,408.00</b>	-\$1,000.00
	2020 Actual	7,161.00		
	2021 Actual	6,618.00		
	Physical 27 FF		\$8,000.00	\$7,000.00
	Hept B injections 3 shots @ \$68(x2)		\$408.00	\$408.00
	<b>TOTAL</b>		<b>\$8,408.00</b>	<b>\$7,408.00</b>
<b>4710 Unemployment Payments</b>		<b>\$800.00</b>	<b>\$500.00</b>	-\$300.00
	2020 Actual	775.28		
	2021 Actual	-		
	Unemployment Payments		\$800.00	\$500.00
	<b>TOTAL</b>		<b>\$800.00</b>	<b>\$500.00</b>

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<b>4727 Office Supplies</b>			<b>\$1,850.00</b>	<b>\$1,850.00</b>	\$0.00
	2020 Actual	736.31			
	2021 Actual	1,273.91			
					\$0.00
	Supplies (forms, envelopes, pens, etc....)		\$500.00	\$500.00	\$0.00
	Postage (stamps, special mailings)		\$300.00	\$300.00	\$0.00
	Shipping		\$1,000.00	\$1,000.00	\$0.00
	Sam's Club Membership		\$50.00	\$50.00	\$0.00
	TOTAL		<u>\$1,850.00</u>	<u>\$1,850.00</u>	\$0.00
<b>4728 Building Supplies</b>			<b>\$2,120.00</b>	<b>\$2,890.00</b>	\$770.00
	2020 Actual	615.44			
	2021 Actual	1,411.19			
					\$0.00
	Paper Products		\$600.00	\$800.00	\$200.00
	Cleaning Products		\$500.00	\$600.00	\$100.00
	Light Bulbs		\$40.00	\$40.00	\$0.00
	Repairs/Updates		\$230.00	\$500.00	\$270.00
	Rehab Supplies		\$350.00	\$350.00	\$0.00
	First Aid Kit (restock)		\$400.00	\$600.00	\$200.00
	TOTAL		<u>\$2,120.00</u>	<u>\$2,890.00</u>	\$770.00
<b>4741 Equipment Supplies</b>			<b>\$7,100.00</b>	<b>\$14,400.00</b>	\$7,300.00
	2020 Actual	5,184.96			
	2021 Actual	9,775.79			
					\$0.00
	Fuel		\$4,200.00	\$11,000.00	\$6,800.00
	Filters		\$300.00	\$700.00	\$400.00
	Oil		\$250.00	\$300.00	\$50.00
	Small Tools		\$350.00	\$400.00	\$50.00
	Misc. Supplies		\$2,000.00	\$2,000.00	\$0.00
	TOTAL		<u>\$7,100.00</u>	<u>\$14,400.00</u>	\$7,300.00
<b>4801 Contract Services</b>			<b>\$10,200.00</b>	<b>\$8,700.00</b>	-\$1,500.00
	2020 Actual	6,650.20			
	2021 Actual	7,533.94			
					\$0.00
	Emergency Excavating/Towing		\$600.00	\$600.00	\$0.00
	Auditing Service		\$4,700.00	\$5,000.00	\$300.00
	Maintenance Agreement-Copier		\$700.00	\$700.00	\$0.00
	Legal Service		\$2,000.00	\$2,400.00	\$400.00
	Keyless Entry		\$2,200.00	\$0.00	-\$2,200.00
	TOTAL		<u>\$10,200.00</u>	<u>\$8,700.00</u>	-\$1,500.00
					\$0.00

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<b>4850 Communications</b>			<b>\$5,520.00</b>	<b>\$5,720.00</b>	\$200.00
	2020 Actual	4,869.98			
	2021 Actual	4,972.94			
	Web Site Domain Name (renew in 2020 GoDaddy)		\$0.00	\$0.00	\$0.00
	Web Site Domain Hosting (1and1 renew 2020)		\$0.00	\$0.00	\$0.00
	IAR (I Am Responding) Smart Phone Program		\$620.00	\$620.00	\$0.00
	Phone Equipment		\$600.00	\$600.00	\$0.00
	Phones/Internet Access		\$4,300.00	\$4,500.00	\$200.00
	TOTAL		<u>\$5,520.00</u>	<u>\$5,720.00</u>	\$200.00
					\$0.00
<b>4910 Insurance</b>			<b>\$24,900.00</b>	<b>\$24,900.00</b>	\$0.00
	2020 Actual	17,796.50			
	2021 Actual	26,194.21			
	Michigan Par Plan		\$19,500.00	\$19,500.00	\$0.00
	Worker's Compensation		\$5,200.00	\$5,200.00	\$0.00
	MML Membership		\$200.00	\$200.00	\$0.00
	TOTAL		<u>\$24,900.00</u>	<u>\$24,900.00</u>	\$0.00
					\$0.00
<b>4920 Utilities</b>			<b>\$19,500.00</b>	<b>\$21,500.00</b>	\$2,000.00
	2020 Actual	15,530.00			
	2021 Actual	26,194.21			
	Water/Sewer		\$3,000.00	\$3,500.00	\$500.00
	Gas/Electric		\$16,500.00	\$18,000.00	\$1,500.00
	TOTAL		<u>\$19,500.00</u>	<u>\$21,500.00</u>	\$2,000.00
					\$0.00
<b>4960 Education &amp; Training</b>			<b>\$11,650.00</b>	<b>\$11,650.00</b>	\$0.00
	2020 Actual	6,050.03			
	2021 Actual	3,205.00			
	FIREFIGHTER TRAINING				\$0.00
	Misc. FF Classes		\$2,000.00	\$2,000.00	\$0.00
	ADVANCED TRAINING				\$0.00
	Officer Classes/National		\$5,000.00	\$5,000.00	\$0.00
	CERTIFICATIONS				\$0.00
	CPR		\$300.00	\$300.00	\$0.00
	MEMBERSHIPS				\$0.00
	Michigan Fire Chiefs		\$245.00	\$245.00	\$0.00
	Genesee Co. Fire Chiefs \$63 ea. x 3 + \$312 dept		\$500.00	\$500.00	\$0.00
	Shiawassee Co. Firefighters		\$75.00	\$75.00	\$0.00
	Mi State Fireman's Assoc \$30 ea. x35 + \$75 dept		\$1,125.00	\$1,125.00	\$0.00
	Mi Fire Inspectors Association		\$85.00	\$85.00	\$0.00
	Hundred Club		\$150.00	\$150.00	\$0.00
	Mi Fire Instructors Association (2)		\$170.00	\$170.00	\$0.00
	TRAINING SUPPLIES		\$500.00	\$500.00	\$0.00
	FIRE PREVENTION				\$0.00
	Misc. Materials/handouts/audio visual aides		\$500.00	\$500.00	\$0.00
	Fire Safety Trailer		\$1,000.00	\$1,000.00	\$0.00
	TOTAL		<u>\$11,650.00</u>	<u>\$11,650.00</u>	\$0.00

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<b>4970 Office Equipment</b>			<b>\$750.00</b>	<b>\$1,000.00</b>	\$0.00
	2020 Actual	-			\$250.00
	2021 Actual	1,005.29			
<b>Upgrades/Repairs</b>			<b>\$750.00</b>	<b>\$1,000.00</b>	\$0.00
	TOTAL		<b>\$750.00</b>	<b>\$1,000.00</b>	\$250.00
<b>4976 Fire Equipment</b>			<b>\$26,300.00</b>	<b>\$20,400.00</b>	\$0.00
	2020 Actual	32,190.84			-\$5,900.00
	2021 Actual	23,458.42			
Turn Out Gear (2)			\$5,200.00	\$7,000.00	\$1,800.00
Misc. Equipment			\$4,500.00	\$4,000.00	-\$500.00
Uniforms			\$2,000.00	\$2,000.00	\$0.00
10 yr. Anniversary Helmet (2)			\$800.00	\$800.00	\$0.00
Replacement Helmets (2)			\$600.00	\$600.00	\$0.00
Leather Fire Boots (5)			\$2,000.00	\$2,000.00	\$0.00
Rugged Tablet (water/shock proof)			\$5,000.00	\$0.00	-\$5,000.00
Thermal Imaging Camara			\$0.00	\$4,000.00	\$4,000.00
Vestank (2) Grass Fires			\$1,000.00	\$0.00	-\$1,000.00
Nozzle Upgrade			\$5,200.00	\$0.00	-\$5,200.00
	TOTAL		<b>\$26,300.00</b>	<b>\$20,400.00</b>	-\$5,900.00
<b>4978 Fire Equipment-Maint/Repair</b>			<b>\$26,230.00</b>	<b>\$29,380.00</b>	\$3,150.00
	2020 Actual	14,663.23			
	2021 Actual	17,711.70			
Truck Repair			\$10,000.00	\$10,000.00	\$0.00
Jaws Pump Maint - Bi-Annually 2021			\$1,500.00	\$1,500.00	\$0.00
Turn-Out Gear Repair/Cleaning			\$1,500.00	\$1,500.00	\$0.00
Ladder Certification			\$750.00	\$900.00	\$150.00
Annual Pump Test/Maint			\$4,500.00	\$4,500.00	\$0.00
Pager/Radio Repair/Upgrade			\$1,000.00	\$2,000.00	\$1,000.00
SCBA Repair			\$1,500.00	\$1,000.00	-\$500.00
Fire Extinguishers Maint			\$550.00	\$1,200.00	\$650.00
Misc. Equipment Repair			\$1,500.00	\$1,500.00	\$0.00
Posi Check Calibration	**potential split 50/50 with GTFD		\$750.00	\$800.00	\$50.00
OHD Facemask Fit Equipment	**potential split 50/50 with GTFD		\$820.00	\$820.00	\$0.00
Air Compressor M/A (2)			\$1,860.00	\$1,860.00	\$0.00
Replacement Truck Air Compressor (1)			\$0.00	\$1,800.00	\$1,800.00
			<b>\$26,230.00</b>	<b>\$29,380.00</b>	\$3,150.00
<b>4981 Apparatus</b>			<b>\$0.00</b>	<b>\$0.00</b>	\$0.00
	2020 Actual	\$0.00			
	2021 Actual	\$0.00			
	TOTAL		<b>\$0.00</b>	<b>\$0.00</b>	\$0.00
<b>4984 Computer Hardware/Repairs</b>			<b>\$1,800.00</b>	<b>\$1,800.00</b>	\$0.00
	2020 Actual	253.50			
	2021 Actual	94.92			
Computer/Monitor Upgrades			\$1,500.00	\$1,500.00	\$0.00
Repairs			\$300.00	\$300.00	\$0.00
	TOTAL		<b>\$1,800.00</b>	<b>\$1,800.00</b>	\$0.00
<b>4988 Computer Software/Upgrades</b>			<b>\$2,040.00</b>	<b>\$2,040.00</b>	\$0.00
	2020 Actual	2,510.33			
	2021 Actual	4,152.50			



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QuickBooks		\$2,040.00	\$2,040.00	\$0.00
Misc. Program Support (Zoom, Windows)		\$1,000.00	\$2,500.00	\$1,500.00
TOTAL		<u>\$2,040.00</u>	<u>\$2,040.00</u>	\$0.00

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated July 8, 2019.

**AMENDMENT TO OWNER-ENGINEER AGREEMENT**  
**Amendment No.   1**

**The Effective Date of this Amendment is: 8/16/2022.**

Background Data

Effective Date of Owner-Engineer Agreement:

Owner: City of Swartz Creek

Engineer: OHM Advisors

Project: Watermain Upgrades

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

Additional Services to be performed by Engineer

Modifications to services of Engineer

Modifications to responsibilities of Owner

Modifications of payment to Engineer

Modifications to time(s) for rendering services

Modifications to other terms and conditions of the Agreement

Description of Modifications:

***Modifications per RUS Bulletin 1780-26 and RUS Bulletin 1780-35 (see attached).***

Agreement Summary:

Original agreement amount:	\$ <u>  696,400  </u>
Net change for prior amendments:	\$ <u>      0      </u>
This amendment amount:	\$ <u>   45,000   </u>
Adjusted Agreement amount:	\$ <u>  741,400  </u>

Change in time for services (days or date, as applicable):   n/a

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

ENGINEER:

\_\_\_\_\_  
By: \_\_\_\_\_  
Print  
name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Print  
name: \_\_\_\_\_  
Title: Principal  
Date Signed: 8/16/2022