

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, December 5, 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 & PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
4A. Council Meeting of November 28, 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. 34
6C. Swartz Creek Estates Police Protection Agreement Pg. 48
7. **MEETING OPENED TO THE PUBLIC:**
7A. General Public Comments
8. **COUNCIL BUSINESS:**
8A. Appointments RESO Pg. 20
8B. Police Patrol in Swartz Creek Estates RESO Pg. 21
8C. USDA Project Intention to Borrow Funds RESO Pg. 22
8D. Street Project Intention to Borrow Funds RESO Pg. 24
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 25

Next Month Calendar

City Council:	Monday, December 12, 2022, 6:00 p.m. , PDBMB
Fire Board:	Monday, December 19, 2022, 6:00 p.m., Station #2
Park Board:	Tuesday, December 20, 2022, 5:30 p.m. PDBMB
Zoning Board of Appeals:	Wednesday, December 21, 2022, 6:00 p.m., PDBMB
Metro Police Board:	Wednesday, December 21, 2022, 11:00 a.m., Metro HQ
Planning Commission:	Tuesday, January 3 , 2023, 7:00 p.m., PDBMB
City Council	Monday, January 9, 2023, 7:00 p.m., PDBMB
Downtown Development Authority:	Thursday, January 12, 2023, 6:00 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, DECEMBER 5, 2022, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **December 5, 2022** starting at 7:00 p.m. and will be conducted virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 and rules promulgated by the Michigan Department of Health and Human Services.

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

Zoom Instructions for Participants

To join the conference by phone:

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

Before a videoconference:

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

To join the videoconference:

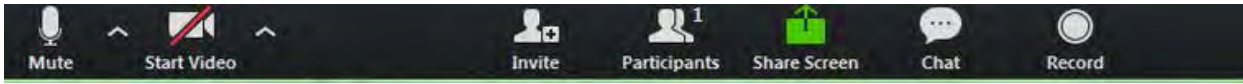
1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

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

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

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

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



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

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

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

Connie Olger is inviting you to a scheduled Zoom meeting.

Topic: Swartz Creek City Council Meeting

Time: December 5, 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/u/kz4Jb4etg>

If you have any further questions or concern, please contact 810-429-2766 or email colger@cityofswartzcreek.org.

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

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

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

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

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

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

MAINTAINING ORDER

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

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

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

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

MOTIONS & RESOLUTIONS

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

PUBLIC ADDRESS OF COUNCIL

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

1. Each person who wishes to address the public body will be first recognized by the Mayor or Chair and requested to state his / her name and address. This applies to staff, petitioners, consultants, and similar participants.
2. Individuals shall seek to be recognized by raising their digital hand as appropriate on the digital application.

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

VOTING RECORD OF PUBLIC BODIES

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

City of Swartz Creek
CITY MANAGER'S REPORT
Regular Council Meeting of Monday, December 5, 2022 - 7:00 P.M.

TO: *Honorable Mayor, Mayor, Pro-Tem & Council Members*
FROM: Adam Zettel, City Manager
DATE: December 1, 2022

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)** (*No Change of Status*)
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. Like everything else, we have some supply issues with the final markings and traffic control devices.

We have an agreement with the MDOT for the Miller Road buyout, which might make funds available for 2023. The federal award for this project is \$1,054,959 for the \$1.32M project. At 90%, this will be \$949,463 of less restricted road money.

The bad news is that the prices for road building are increasing quickly and substantially. I had the engineers run the numbers, and we will be lucky to do the project as projected, even with fewer restrictions. The good news is that there might be some additional funds we can try to get through the same program. We have submitted a request for unclaimed funds due to costs increases. If things go well, we may see about \$170,000.

If bids are low, funds can be spent to expand the project scope as we see fit. 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.

With that said, OHM has modeled an option for this segment with on street parking. I am including their letter, which includes a practical narrative, layout, and much technical data. In short, we can accommodate the parking, but it is not as extensive as most would like. As previously noted, it will certainly have the mixed impact of slowing traffic, as well as the obvious increase to parking spaces, an increased buffer for sidewalk uses. The study was in the November 14, 2022 council packet. We will need to decide if we wish to pursue this prior to having the roadwork commence.

The DDA discussed this matter at their meeting on November 10th. There was support and opposition, with no recommendation.

✓ **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. Road paint has been completed on Bristol, Seymour, and Hill. However, there are still some missing stop bars and specialty markings (approved at the September 12 meeting). Note that Seymour now has a double yellow line centered on the street, with edge lines included to provide for shoulders on both sides. The lane width is at 10.5'. 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. As observed with the recent streets in the Village, the water main that is in place is 70-year-old cast iron, with failing joints. As such, it is imperative to replace water main for those streets that have original pipe (note that this excludes Don Shenk, which has ~20 year old water main, with a corresponding top coat of asphalt).

In order to tackle such a large scope of water main, we intent to bond with the USDA for another phase. This means that the water main work must be completed in two construction seasons. The removal of the street and existing main further necessitates that the streets be completed in the same timeline. As such, a street bond is prudent.

We are currently finalizing the USDA borrowing process and should be ready to bid the water main and streets this winter. The USDA and street bond processes will be conducted concurrently, but they are separate and distinct. Because of the importance and complexity. I am adding a new section to the packet to cover the borrow process specifically.

✓ **BRIDGE WORK** *(No Change of Status)*

This project has been pushed back to spring of 2023. The previous report follows.

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 sixteen other county bridges, we expect the cost to be lower.

The county indicates that traffic will be maintained and no detours will be required.

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

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

We are working with the contractor to map all lining projects done to date, as well as recent cleaning and televising. Once complete, we will use this information to compare to our 20-year lining program and make recommendations for 2023 lining work. We will also be putting together a more formal five-year city-wide cleaning program, based upon this information. I hope to have this in front of the council in January.

✓ **WATER MAIN REPLACEMENT - USDA** *(No Change of Status)*

Phase I of the USDA water main work is substantially complete. We have only a few punch list items left to cover, and we are prepared to issue final payment.

The USDA application is complete. We are looking at about \$270,000 in annual loan installments to pay for phase II (see the attached loan documents). No grant funds were included this round. We are working with our financial advisor and bond counsel to formalize a package for the council to review (this will include future street work as well).

See the new borrowing section below. In addition to the USDA lending, we are considering an application to the Michigan Drinking Water State Revolving Fund. Previously, application to this program was not as attractive. In fact, there is still a big downside, since funds would not be available until 2024. However, given the potential for a 50 week wait on ductile iron, we might be able to see if this program offers a better interest rate and/or some grant on the project. Our engineer indicates that the rates are currently below USDA, with the DWSRF at 1.875% and USDA quoting 2.65%.

We have sent notice to apply. There is absolutely no harm in exploring this, and there is no commitment. We will continue to monitor the situation as things evolve.

This water project, regardless of the funding source, will help us afford the remainder of the Winchester Village Streets:

Greenleaf
Winshall
Durwood
Norbury
Whitney
Seymour (partial section only)

If we can bid in late 2022 or early 2023, then 2023 and 2024 could see the total completion of all Village water main and streets. Note that water main pipe is reportedly 50 weeks delayed. We are also experiencing a concrete shortage. Such delays could have significant impacts on the complete project timeline, pricing, and applied interest rate. See the new section in the packet related to the borrowing for the USDA Phase II and road projects.

✓ **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.

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

The site license agreement for use of the tower on Elms Road has been executed. We await component delivery for installation. 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** *(No Change of Status)*

The city has a template stormwater management practices maintenance agreement. This is the instrument that the state is requiring municipalities to enter into with private land developer in order to ensure their private storm water systems function as designed for perpetuity. We are seeking input on the instrument from EGLE prior to entering into such agreements. An example in which one is needed is the new Brewer Townhome site, which has surface and underground stormwater assets that drain to the public system.

Concerning our routine review, 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 fall newsletter is out. Let me know what you think and if you have any future content.

✓ **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. **(Update)** The **raceway owner is still considering racing**. I have a meeting with the owner on December 8th. It sounds like the owner will be looking to repurpose the site moving forward. For now, they have a temporary zoning permit to store surplus vehicles for GM. See details below.
3. **(Update)** The **demolition of Mary Crapo is underway. We will keep an eye on safety and debris**. 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. Road pavement markings continue to be applied, mostly on weekends. Crack filling on Elms is complete, with the contractor to complete Bristol and Morrish (Miller to city limits), if time permits.
6. The **Brewer Condo Project** is nearing completion of the first tri-plex. We can affirm that a unit has sold! 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. The builder is not certain when future phases will continue. There are obvious concerns about supplies, pricing, interest rates, and the value of homes.
7. 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.
8. 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)*

Work on the Genesee Valley Trail Extension is underway again. GM has wired money to cover the added costs of their reconfiguration and mobilization of the contractor. There has been an obvious delay in construction finalization while GM worked with us and the contractor to modify their driveway (at the expense of GM). Concrete work is to be complete this week. Some work will need to wait until spring at this point, especially restoration.

Concerning the greenbelt, we are proceeding with applying grass anywhere there is 18" or more of space. Note that some features will be billed separate from the main contract,

but they are required to meet grantor standards (such as the inclusion of benches and signage).

In other news, there is some interest from the community to conduct a ribbon cutting event for this expansion. There is a tentative event planned for May, which will focus on Elms Park, include a trail walk/ride to the Flint Township Veterans Memorial and back, and keynote speakers. It would be good to involve our officials and local businesses in a public event.

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

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.

As of writing, we have an executed Kincaid easement. We await approval by MDOT for all easements.

✓ **REDEVELOPMENT READY COMMUNITIES** *(No Change of Status)*

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!

The DDA is taking the lead on this. At their meeting on the 10th of November, they initiated a search for statue and metal working artists. Their intention is to scale a project in the downtown that includes some sort of arch/gateway into Holland Square that includes dragons. This could include a separate dragon statute or it could be integrated. They are also going to price some options to further enhance placemaking through the addition of interpretive signage and/or and ice skating rink.

I expect more on this in December, but a live crowdfunding activity by the end of the year or early 2023!

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 2nd. However, though funds will be available in 2023 for the sidewalks, this will not be until late fall. As such, this project is slated for 2024.

✓ **GIS MAPS** (*No Change of Status*)

Crews are now using GIS for applications such as hydrant inspections/winterization. The system now hosts nearly all the underground data that we possess for water, sanitary sewer, and storm sewer. We are working with our sewer restoration company to update the historical data on sanitary sewer.

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

Shatter Chains has installed and begun use of nine baskets! We also met onsite with the disc golf folks and Glaeser Dawes in September. We are arranging the final restoration, which should leave us with a usable parking area, grass restoration, and a disc golf course. The disc golf group (Shattered Chains) will continue to work on establishing their course, launch pads, and baskets. As far as I know, all equipment is available.

I am curious to see if the slopes on the sledding hill will actually work for sledding...

Note that this site is the focus of the city grant writer and our efforts to secure funding at a large scale to construct the pavilion/bathrooms. See the additional section below on the SPARK grant.

✓ **RACEWAY** (*Update*)

I am to meet with ownership on December 8. They are looking to proceed with reuse of the site, probably in the industrial realm. The likelihood of thoroughbred racing is very small.

✓ **PAVILION COMMITMENT/SPARK GRANT** (*No Change of Status*)

In addition to pursuing a 2023 federal legislative appropriation for this project, we will be seeking a Spark grant from the DNR. The application was just released, with a December deadline. Linda and I will meet to commence putting this together. She is all over it! To that end, we are having a concept plan put together by Rowe, along with pricing (see the November 14, 2022 council packet).

I had a meeting with the Farmer family on September 23rd. They are still very much on board with supporting this and raising funds, aggressively. They are also good with our timeline for a 2023 or 2024 construction.

For the Spark grant, we are being aggressive in scale because of the funds being made available. If the grant is not awarded, there is no commitment to this plan.

✓ **INGALLS STREET REPORT-SPEEDING** (*No Change of Status*)

OHM has delivered a memo regarding a striping option for Ingalls Street. This is in the November 14, 2022 council packet. Since this memo outlines a traffic calming solution based on new markings, there is nothing we can act on at this time that will result in action due to the lateness of the season.

In short, council could eliminate on street parking on Ingalls, which is little used. This would enable a center double yellow marking and edge lines which could constitute bike lanes. In combination with other pavement markings within lanes, as well as some strategic forestry, we could see some meaningful traffic calming on this corridor.

✓ **ECONOMIC DEVELOPMENT PARTNERSHIP** *(Update)*

Mundy is posting this position as a full time, exempt employee. My understanding is that they will vote to budget the position on December 12th. I believe they will fill this on or about January 1 to coincide with their calendar year. I will look to communicate with them this month on the matter, but I still expect they will reach out to engage the city on the potential for cost-sharing this position. The previous report follows:

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.

At this time, it appears Mundy may proceed with the hiring of a professional staff member or consultant to address this concern. If it is not disagreeable, I think we should entertain the possibility of another joint department or service that allows both entities to benefit from the economies of scale.

✓ **CIVIC PARKING LOT SCOPE CHANGE** *(No Change of Status)*

The city council has approved a bid by Ace Saginaw Paving Company to resurface the civic parking lot. In addition, the council has approved a work scope change to double the thickness. We have agreeable prices from the prior USDA unit costs to do some necessary concrete work prior to paving. This includes some areas of broken curbing of the landscape islands, as well as failing sidewalk.

The big problem that we are having is the supply chain disruption to concrete. We are being informed by multiple sources, including our engineers and contractors, that concrete is being rationed to high priority and large-scale projects. It appears that the parking lot will not be completed this year. However, the contractor for the concrete indicates that he will hold his price for a spring installation. We seek the same assurance from Ace.

Note that we intend to remove the elevated concrete sidewalk that is in the middle of the parking lot. This will be replaced with asphalt, at grade, which we will mark for pedestrian use. This should improve accessibility, maintenance, and affordability. The senior center desires this as well, so they can locate ADA spaces to the center.

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

OHM is reviewing the right of way permits for Frontier. Based upon a cursory review by myself, this appears necessary to avoid some conflicts in the right of way with their new 'flower pot' utility boxes. This process will take a few weeks and will cost the petitioner about \$5,000. The previous report follows.

Frontier is planning to expand the fiber communications network to the entire city. In the next 12-24 months, we should see buildout of the primary fiber network, which will enable nearly every commercial and residential user to have access.

In short, the network will follow the existing copper lines. If the lines are buried, the fiber will be bored into the same 'trench'. If they are aerial, the fiber will be wrapped into place on the existing lines. (Copper lines are required to remain in place because they function on their own battery backup system and provide an essential service during power outages).

We do not expect any new utility conflict issues, nor do we expect any of our right of ways to experience unreasonable disturbances or pavement breaks. We also talked at length about the need to clean up the current overhead wires in cases where there is superfluous cable/wire, sagging lines, stub poles, etc. They indicate this is a big part of the investment.

✓ **USDA AND ROAD BORROWING** *(Update)*

I am including a pair of resolutions that have been prepared by our bond counsel that will enable the city to proceed with borrowing for the next phase of water main and street projects. One resolution will be for the USDA revenue bonds. The other will be for a market sale of general obligation bonds for the streets.

I have requested that the bond counsel set the borrowing limit at \$8 million for each component of the project. This is the absolute maximum that I expect the city could even consider borrowing, based upon project estimates and affordability. Note that the water main work is expected to cost \$6.5 million, and the street work (including Winchester Woods) has been estimated at \$6 million. Of course, we are dealing with high inflation. However, even if bids came in over \$8 million, I cannot fathom a set of circumstances in which that is affordable. We would be in a position to cut costs.

I hope to have Jeff Aronoff join us virtually or in person. He has been great to work with as bond counsel and was in charge of our prior borrowing endeavors. See the November 28, 2022 packet for previous details on the project background and financing alternatives.

✓ **FIRE EQUIPMENT UPDATE** *(Update)*

As noted in previous communications and by the chief at the November 28th meeting, some of the older fire trucks are giving the department fits. Equipment has been failing, resulting in the accumulation of much out-of-service time and financial resources. The Fire Chief is looking to fast-track purchase of a new engine. This is something that our plans call for in the next year. However, with deliveries 15-26 months out, he is seeking to prioritize a short

delivery time in the selection process. I expect the fire board to request funds for a purchase using a modified selection process in the next 60 days. The cost to the city will likely be \$425,000.

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

✓ **MONTHLY REPORTS** (*Update*)

We have routine departmental reports for review.

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

✓ **PLANNING COMMISSION** (*Update*)

The zoning revision proposals were approved by council on November 28th, the consultant has not generated content for their meeting on December 6. As such, we will look to cancel this. Their next meeting is the first business day of 2023, January 3rd. The PC is expected to be reviewing changes to the Downtown Planned Unit Development District in accordance with the most recent master plan. This will involve integrating the downtown design guidelines and build-out plan into the zoning code.

In addition, we have a new strategy for training. With many of the trainings requiring travel again, as well as some members not having much comfort with online learning, we have decided to bring training to us. This will come with a cost, but it is cheaper than sending folks to conferences (such as the Michigan Association Planning Conference on Mackinaw Island). I suspect we may bring folks together for the February meeting, since January 3rd is likely to have some residual holiday conflicts.

By hosting professional training during regular meeting times, we should be able to maximize attendance and save folks the hassle of registration, travel, time-off, etc. We are working with MAP and CIB Planning to set up sessions that will benefit the PC and DDA. We may look to invite nearby communities to reduce our costs and increase networking. If this model is successful, we may do up to four such sessions a year. Stay tuned, as these trainings would be valuable to council members, PC members, DDA members, and ZBA members.

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

The DDA met on November 10th. They considered an addition to the downtown Christmas Tree, crowdfunding opportunities as a Redevelopment Ready Community, on street parking for Miller Road, and a new incentive policy for the DDA. Concerning the tree, they approved purchase of a 3 foot extension. This is in line with the original purchase of the 14 foot tree. See the section above for specifics on the crowdfunding initiative. In short, they are looking to pursue some arch/statue features of a dragon to enhance downtown. Concerning parking on Miller, there was not any agreement or decision. There is certainly a lot of apprehension. It is not obvious to me where the DDA will stand on this matter. We will look to revisit this in December.

This last item is a result of the pending DDA plan adjustment that allows for certain developments to benefit from tax reimbursement. This is something that our planner, CIB, will address with the DDA and council as a professional service. Their next regular meeting is scheduled for December 8, 2022.

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

The ZBA did not meet in November. However, I did get a request for a variance application for a downtown sign, so there might yet be a December or January meeting. If not, we will certainly look to host a training event for our boards and commission during one of the regular planning commission meetings.

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

The Park Board met on November 15th. In addition to the routine reports and initiation of their annual holiday decorating contest, they conducted a thorough review of the park draft plan. This was a page-by-page review with the consultant. I expect a finer tune draft to be presented in December or January, with council review soon after.

Their next regular meeting will be December 20th.

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

December Board of Review will be December 13 at 3:00. At that meeting the BOR can do clerical errors, poverty exemptions and disabled veterans' exemptions. The BOR can no longer do Principle Residency Exemptions

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

The County Board of Canvassers certified the November 8th election. The Michigan Board of State Canvassers has also certified the results of the statewide November 8th election. I received an email from the Bureau of Elections that they received partial recount petitions for Proposal 2 & 3 for specific precincts in many counties and we are not on that list. So post-election audits have not started due to this. This is a slow time and I get the chance to do some catchup of routine paperwork and filing of city records.

DEPARTMENT OF COMMUNITY SERVICES UPDATE *(Update)*

- ❑ DPS is working to finish the Christmas decorations and is ready for the parade and tree lighting on Saturday.
- ❑ DPS just finished the assembly of 3 new benches for the trail. The benches and pads will be installed in the spring.
- ❑ We have received several applications for our next DPS employee. Some very qualified applicants have applied.

✓ **TREASURER UPDATE** *(Update)*

The winter tax bills were mailed and should be in mailboxes this week. Routine operations include, but are not limited to, processing payments for utility bills, tax bills, delinquent personal and qualified real taxes, building permits, daily/weekly/monthly journal entries, bank wires, review/approval of accounts payable invoices, issuance of building permits and rental inspection collections, processing payroll, accounting for grants and projects and other financial matters impacting the city.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **APPOINTMENTS** *(Business Item)*

There were a few appointments I neglected to include in the prior meeting. These are for the Building Board of Appeals, which has not met during my tenure. No changes to membership

are proposed. We also have the resignation of Ms. Krystal Lynch from the Park Board. As of writing, the Mayor has not found a replacement.

✓ **SWARTZ CREEK ESTATES POLICING AGREEMENT** (*Business Item*)

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

As a result, Metro and the owners of Swartz Creek Estates are seeking to enter into an agreement that would enable officers to enforce applicable traffic, parking, and general law ordinances on private property. This is not uncommon and is observed in places such as Springbrook Colony and Mari-Dan Miller Farms. This has worked well for the community.

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

Council Questions, Inquiries, Requests, Comments, and Notes

DNR Forestry Grant: We are seeking about \$10,000 in grant funds to help kickstart forestry plantings at Abrams Park.

City Boundary: There is a discrepancy in the municipal boundary between what is in our charter and what was filed with the state in 1958. This is reflected as a difference between the boundary we use for all intents and purposes with that of the census map that is utilized by the state. We are making corrections now. This will result in more accurate (increased) population counts, road miles, and GIS information.

Brewer Townhomes: I spoke to the owner regarding the rumored sale of the project. He indicated that there is not any pending or potential sale, nor do they seek or anticipate any sale. They indicated that the only partnership they might consider is allowing other general contractors to participate in building units.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, December 5, 2022, 7:00 P.M.**

Motion No. 221205-4A **MINUTES – NOVEMBER 28, 2022**

Motion by Councilmember: _____

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

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 221205-5A **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 December 5, 2022, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 221205-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of December 5, 2022, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 221205-8A **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 vacancies in such positions; and

WHEREAS, said appointments are a Mayoral appointment, subject to affirmation of the City Council.

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

#221205-8A1 **MAYOR APPOINTMENT:** _____
Park Board – Resident
Two year term, expiring November 25, 2024

#221205-8A2 **MAYOR APPOINTMENT:** **Douglas Stephens**
Construction Board of Appeals – Citizen Rep
Two year term, expiring November 25, 2024

#221205-8A3 **MAYOR APPOINTMENT:** **Brad Lindsay**
Construction Board of Appeals – Citizen Rep
Two year term, expiring November 25, 2024

#221205-8A4 **MAYOR APPOINTMENT:** **Joe Perreault**
Construction Board of Appeals – Citizen Rep
Two year term, expiring November 25, 2024

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 221205-8B

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

Motion by Councilmember: _____

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Swartz Creek City Council approves the Agreement for Police Services, with Swartz Creek Estates, as included in the December 5, 2022 city council packet, and directs the City Manager to execute said agreement on behalf of the city.

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

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 221205-8C

**RESOLUTION TO DECLARE AN INTENTION TO BORROW
USDA FUNDS TO REPLACE WATER MAIN AND TO
PERFORM RELATED WORK**

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek, County of Genesee, State of Michigan (the “City”) intends to issue and sell revenue bonds (the “Bonds”), pursuant to Act 94, Public Acts of Michigan, 1933, as amended, in an amount not to exceed Eight Million Dollars (\$8,000,000) for the purpose of paying the cost of acquiring and constructing water supply system improvements including water main replacement and extension, new hydrants, valves and other services, demolition and restoration of related infrastructure and features, including all appurtenances and attachments (the “Project”); and

WHEREAS, the Revenue Bond Act, Act 94, Public Acts of Michigan, 1933, as amended (“Act 94”), provides a means for financing the purchase, acquisition, construction, improvement, enlargement, extension, and repair of public improvements such as the Project through the issuance of revenue bonds; and

WHEREAS, a notice of intent to issue bonds must be published before the issuance of the aforesaid bonds in order to comply with the requirements of Section 33 of Act 94; and

WHEREAS, the City intends at this time to state its intentions to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Clerk is hereby authorized and directed to publish a notice of intent to issue bonds in the *Swartz Creek View*, a newspaper of general circulation in the City.
2. Said notice of intent shall be published as a one-quarter (1/4) page display advertisement in substantially the form attached hereto as Exhibit A.

3. The City Council does hereby determine that the foregoing form of Notice of Intent and the manner of publication directed is the method best calculated to give notice to the water supply system's users and the City's taxpayers and electors of this Council's intent to issue the bonds, the purpose of the bonds, the security for the bonds, and the right of referendum relating thereto.

4. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

a) As of the date hereof, the City reasonably expects to reimburse the City for the expenditures described in (b) below with proceeds of debt to be incurred by the City.

b) The expenditures described in this paragraph (b) are for the costs of acquiring and constructing the Project which were or will be paid subsequent to sixty (60) days prior to the date hereof.

c) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$8,000,000.

d) A reimbursement allocation of the expenditures described in b) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the debt to be issued for the Project to reimburse the City for a capital expenditure made pursuant to this resolution.

e) The expenditures described in b) above are "capital expenditures" as defined in Treas. Reg. § 1.150-1(b), which are any costs of a type which are properly chargeable to a capital account (or would be so chargeable with a proper election or with the application of the definition of placed in service under Treas. Reg. § 1.150-2(c)) under general Federal income tax principles (as determined at the time the expenditure is paid).

f) No proceeds of the borrowing paid to the City in reimbursement pursuant to this resolution will be used in a manner described in Treas. Reg. § 1.150-2(h) with respect to abusive uses of such proceeds, including, but not limited to, using funds corresponding to the proceeds of the borrowing in a manner that results in the creation of replacement proceeds (within Treas. Reg. § 1.148-1) within one year of the reimbursement allocation described in d) above.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 221205-8D

RESOLUTION TO DECLARE AN INTENTION TO BORROW STREET FUNDS TO RECONSTRUCT AND REHABILITATE CITY STREETS

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek, County of Genesee, State of Michigan (the “City”) intends to issue general obligation limited tax bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), in an aggregate principal amount of not to exceed Eight Million Dollars (\$8,000,000) (the “Bonds”) for the purpose of paying all or part of the costs of certain capital improvements in the City, consisting of road improvements, including all related equipment, appurtenances and attachments (the “Project”); and

WHEREAS, a notice of intent to issue the Bonds must be published before the issuance of the Bonds in order to comply with the requirements of Section 517 of Act 34; and

WHEREAS, the City intends at this time to state its intentions to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Clerk is authorized and directed to publish a notice of intent to issue bonds in the *Swartz Creek View*, a newspaper of general circulation in the City.
2. The notice of intent shall be published as a display advertisement not less than one-quarter (1/4) page in size in substantially the form attached to this resolution as Exhibit A.
3. The City Council does hereby determine that the foregoing form of Notice of Intent to Issue Bonds and the manner of publication directed is the method best calculated to give notice to the City’s electors and taxpayers residing in the boundaries of the City of the City’s intent to issue the Bonds, the maximum amount of the Bonds, the purpose of the Bonds, the source of payment for the Bonds and the right of referendum relating thereto, and the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.
4. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:
 - (a) The City reasonably expects to reimburse itself with proceeds of the Bonds for certain costs of the Project which were paid or will be paid from the general funds of the City subsequent to sixty (60) days prior to today.
 - (b) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$8,000,000.

(c) A reimbursement allocation of the capital expenditures described above with the proceeds of the Bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the Bonds to reimburse the City for a capital expenditure made pursuant to this resolution.

(d) The expenditures described in b) above are "capital expenditures" as defined in Treas. Reg. § 1.150-1(b), which are any costs of a type which are properly chargeable to a capital account (or would be so chargeable with a proper election or with the application of the definition of placed in service under Treas. Reg. § 1.150-2(c)) under general Federal income tax principles (as determined at the time the expenditure is paid).

(e) No proceeds of the borrowing paid to the City in reimbursement pursuant to this resolution will be used in a manner described in Treas. Reg. § 1.150-2(h) with respect to abusive uses of such proceeds, including, but not limited to, using funds corresponding to the proceeds of the borrowing in a manner that results in the creation of replacement proceeds (within Treas. Reg. § 1.148-1) within one year of the reimbursement allocation described in d) above.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 221205-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of December 5, 2022.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 11/28/2022**

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, Spillane, Gilbert, Hicks, Krueger, Pinkston, Henry.

Councilmembers Absent: None.

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

Others Present: Ken Brill, Fire Chief Plumb, Metro PD Chief Bade, M. McLanahan, Walt Melen, Rob Merinsky, Kristi Majestic.

Others Virtually Attended: Lania Rocha, City Treasurer Deanna Korth.

APPROVAL OF MINUTES

Resolution No. 221128-01

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday November 14, 2022, to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No. 221128-02

(Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as, printed for the Regular Council Meeting of November 28, 2022, to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 221128-03

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of November 28, 2022, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

Kristi Majestic 7120 Parkridge Parkway would like to know if the parking ordinance regarding parking over sidewalks could be amended. She suggested possibly allowing parking over sidewalks during the hours of 9pm to 6am. Mr. Zettel responded it is a state law, but he has spoken with Chief Bade about enforcement guidelines.

COUNCIL BUSINESS:

RESOLUTION TO APPROVE COMMISSION APPOINTMENTS

Resolution No. 221128-04

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Henry

WHEREAS, the laws of the State of Michigan, the Charter and Ordinances of the City of Swartz Creek, interlocal agreements in which the City of Swartz Creek is a member, and previous resolutions of the City Council require and set terms of 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 vacancies in such positions; and

WHEREAS, said appointments are a Mayoral appointment, subject by 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:

- #221128-4A1** **MAYOR APPOINTMENT:** **John Gilbert**
Genesee County Metropolitan Alliance – Delegate
Two year term, expiring November 25, 2024
- #221128-4A2** **MAYOR APPOINTMENT:** **Charles Campbell**
Genesee County Metropolitan Alliance – Citizen Rep
Two year term, expiring November 25, 2024
- #221128-4A3** **MAYOR APPOINTMENT:** **Nate Henry**
Genesee County Metropolitan Alliance – Alternate
Two year term, expiring November 25, 2024
- #221128-4A4** **MAYOR APPOINTMENT:** **Autumn Jesme**
Downtown Development Authority - Resident
Remainder of four year term, expiring March 31, 2026
- #221128-4A5** **MAYOR APPOINTMENT:** **Rae Lynn Hicks**
Swartz Creek Area Fire Board – Council Rep
Two year term, expiring November 25, 2024
- #221128-4A6** **MAYOR APPOINTMENT:** **John Gilbert**
Swartz Creek Area Fire Board – Council Rep
Two year term, expiring November 25, 2024
- #221128-4A7** **MAYOR APPOINTMENT:** **John Knickerbocker**
Swartz Creek Area Fire Board – Citizen Rep
Two term, expiring November 25, 2024
- #221128-4A8** **MAYOR APPOINTMENT:** **Michael Treiger**
Swartz Creek Area Fire Board – Citizen Rep – Swing Seat
Remainder of one year term, expiring March 31, 2023
- #221128-4A9** **MAYOR APPOINTMENT:** **Nate Henry**
Small Cities – Council Rep
Four year term, expiring November 25, 2024
- #221128-4A10** **MAYOR APPOINTMENT:** **Dave Krueger**
Small Cities – Council Rep Alternate
Four year term, expiring November 25, 2024
- #221128-4A11** **MAYOR APPOINTMENT:** **John Gilbert**
GAIN Auto Theft Unit – Council Rep
Two year term, expiring November 25, 2024
- #221128-4A12** **MAYOR APPOINTMENT:** **Dennis Cramer**
GAIN Auto Theft Unit – Alternate
Two year term, expiring November 25, 2024
- #221128-4A13** **MAYOR APPOINTMENT:** **Dennis Cramer**

Flint Area Narcotics Group – Council Rep
Two year term, expiring November 25, 2024

#221128-4A14 **MAYOR APPOINTMENT:** **John Gilbert**
Flint Area Narcotics Group – Alternate
Two year term, expiring November 25, 2024

#221128-4A15 **MAYOR APPOINTMENT:** **Nate Henry**
Planning Commission – Council Rep
Two year term, expiring November 25, 2024

#221128-4A16 **MAYOR APPOINTMENT:** **John Gilbert**
Zoning Board of Appeals – Council Rep
Two year term, expiring November 25, 2024

#221128-4A17 **MAYOR APPOINTMENT:** **Walt Melen**
ZBA Alternate
Remainder of Three year term, expiring June 30, 2025

#221128-4A18 **MAYOR APPOINTMENT:** **Robert Bincsik**
Water/Waste Services – Staff Delegate
Two year term, expiring November 25, 2024

#221128-4A19 **MAYOR APPOINTMENT:** **Adam Zettel**
Water/Waste Services – Staff Delegate Alternate
Two year term, expiring November 25, 2024

#221128-4A20 **MAYOR APPOINTMENT:** **Robert Bincsik**
Street Administrator – Staff Delegate
Two year term, expiring November 25, 2024

#221128-4A21 **MAYOR APPOINTMENT:** **Adam Zettel**
Street Administrator – Staff Delegate Alternate
Two year term, expiring November 25, 2024

#221128-4A22 **MAYOR APPOINTMENT:** **Adam Zettel**
911 Consortium – Staff Delegate
Two year term, expiring November 25, 2024

#221128-4A23 **MAYOR APPOINTMENT:** **Dave Krueger**
911 Consortium – Alternate
Two year term, expiring November 25, 2024

Discussion Ensued.

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

RESOLUTION TO APPROVE A FUND BALANCE POLICY FOR THE CITY OF SWARTZ CREEK BUDGET PROCESS

Resolution No. 221128-05

(Carried)

Motion by Councilmember Gilbert

Second by Councilmember Cramer

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

WHEREAS, it is advisable that the existing fund balances for budgeted funds be reviewed to ensure that the collection and expenditure of funds is sufficient to account for cash flows, emergencies, and capital outlays; and

WHEREAS, the city auditors and bonding underwriters further advise the adoption of a fund balance policy; and

WHEREAS, the Swartz Creek City Council has been observing various fund balance policies in prior budgets and desires to formalize such practices in a fund balance policy.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby approve the Fund Balance and Reserve Policy as included in the November 28, 2022 city council packet.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE A DATA SHARING AGREEMENT WITH THE STATE OF MICHIGAN DEPARTMENT OF STATE

Resolution No. 221128-06

(Carried)

Motion by Councilmember Pinkston
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek employs staff that are required to maintain a valid Michigan Commercial Drivers License (Class B) in order to operate specific city-owned vehicles in the routine execution of essential services; and,

WHEREAS, the City must ensure that such employees continue to hold their license, endorsements, and safe driving records in order to protect the public and to effectively deliver services; and,

WHEREAS, the State of Michigan Department of State offers a subscription services to regularly provide such information to the city, upon execution of the standard agreement.

NOW THEREFORE, BE IT RESOLVED that the Swartz Creek City Council hereby approves the Data Sharing Agreement between the Michigan Department of State and the City of Swartz Creek for Subscription Service and authorizes and directs the City Clerk to execute said agreement on behalf of the city.

Discussion Ensued.

YES: Henry, Spillane, Gilbert, Hicks, Krueger, Pinkston.
NO: Cramer. Motion Declared Carried.

RESOLUTION TO APPROVE PROFESSIONAL SERVICES RELATED TO ZONING, COMMUNITY DEVELOPMENT, AND TRAINING

Resolution No. 221128-07

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Gilbert

WHEREAS, the City of Swartz Creek is a certified Redevelopment Ready Community under the guidelines and expectations of the Michigan Economic Development Corporation; and

WHEREAS, the MEDC has supplied the city with resources to update its master plan, zoning, and economic development plans, provided that the city maintains best practices of the RRC program; and

WHEREAS, the City has completed a master plan update in 2022 and expects to approve its DDA plan in December of 2022; and.

WHEREAS, the updated planning documents include proposed zoning changes, design guidelines, and incentives that need to be formalized in various zoning ordinances, incentive policies, and guidance documents; and.

WHEREAS, the training of planning commissioners, ZBA members, and DDA members has been more challenging since the onset of COVID.

NOW, THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby approves the professional services as outlined by CIB Planning in their letter dated November 9, 2022 and included in the November 28 city council meeting.

Discussion Ensued.

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

RESOLUTION TO EXTEND BUDGETING FOR MEDICAL RUNS BY THE SWARTZ CREEK AREA FIRE DEPARTMENT

Resolution No. 221128-08

(Carried)

Motion by Councilmember Henry
Second by Councilmember Cramer

WHEREAS, the City of Swartz Creek and Clayton Township operate a joint fire department pursuant to the provision of MSA 5.2640(6), in which a joint board has been established to operate the fire department; and

WHEREAS, The Swartz Creek Area Fire Board oversees the operation of the joint department under the applicable interlocal agreement, bylaws, and budget that are adopted by the two municipalities; and

WHEREAS, the municipalities consenting to the addition of medical run services by the Board for calendar year 2022; and

WHEREAS, the Board Chief desires to debrief on the first year of service and deliberate the merits of continuing such service; and

WHEREAS, the Swartz Creek City Council finds it to be in the best interest to continue to budget medical runs by the Swartz Creek Area Fire Department.

NOW, THEREFORE, BE IT RESOLVED the Swartz Creek City Council hereby approves and affirms the operation of medical runs by the Swartz Creek Area Fire Department, as budgeted and include an annual review of the program.

Discussion Ensued.

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

FIRE DEPARTMENT EQUIPMENT OUTLOOK

DISCUSSION

Fire Chief Plumb spoke of the department’s aging fleet, with 2 trucks currently having issues. The Chief and the fire board agreed to bypass the bid process due to the length of time to get a new truck which is approximately 14-15 months. The approximate purchase price of the tanker is \$850,000. He just wanted to inform the council of the upcoming purchase.

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Draft Minutes

Mayor Pro Tem Hicks wanted to thank all the citizens who volunteered their time to the commissions and appointments.

Councilmember Cramer updated everyone on his meeting with Senator Elect John Cherry.

Councilmember Henry reminded everyone that we have a parade this Saturday, December 3rd @ 6 pm.

Councilmember Spillane noticed that Elms Park gates were never opened yesterday but this morning they were open at 5:30 a.m. He inquired if there was a set time for opening and closing the gates. Chief Bade replied to call 911 if you notice they aren't opened or closed. There was also discussion about a property regarding marijuana growing and a section of the trail on Miller Road that still has work to be done on it.

Mayor Krueger hoped everyone had a wonderful Thanksgiving. The parade is on Saturday and December 12th at 7:30pm is the concert at the PAC and our meeting will be at 6pm instead of 7pm.

ADJOURNMENT

Resolution No. 221128-09

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular meeting of November 28, 2022 at 8:42 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

CHECK REGISTER FOR CITY OF SWARTZ CREEK
CHECK DATE FROM 11/01/2022 - 11/30/2022

Highlighted amount is total for that vendor

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
11/03/2022	51435	ADAM ZETTEL	2023 MCAO ANNUAL CERT. REIMB ZETTEL	175.00
11/03/2022	51436	ADS PLUS PRINTING LLC	NAME PLATES (3) FALL 2022 NEWSLETTER	47.52 1,221.89
				<u>1,269.41</u>
11/03/2022	51437	AMERICAN PLANNING ASSOCIATION	APA MEMBERSHIP CAT G 2023/EJOURNAL ZETTE	645.00
11/03/2022	51438	CHASE CARD SERVICES	HAND TOOL RACK HOLDER (2) BATTERY 4 PACK (2) ANNUAL GOVT GAAP UPDATE 11/3/22 KORTH DOOR CLOSER/SR CENTER ANNUAL MEMBERSHIP FEE RENEWAL LODGING D. CRAMER 10/19-10/21/22 ZOOM	69.98 94.98 135.00 108.00 110.00 346.62 31.78
				<u>896.36</u>
11/03/2022	51439	COMCAST BUSINESS	MONTHLY INVOICE DPW 10/29-11/28/22	227.39
11/03/2022	51440	CONSUMERS ENERGY	4510 MORRISH RD 9/28-10/27/22	41.42
11/03/2022	51441	CONSUMERS ENERGY	9099 MILLER RD 9/28-10/27/22	33.78
11/03/2022	51442	CONSUMERS ENERGY	8011 MILLER RD 9/28-10/27/22	29.27
11/03/2022	51443	CONSUMERS ENERGY	5015 HOLLAND DR LOT LIGHTS 9/28-10/27/22	39.34
11/03/2022	51444	CONSUMERS ENERGY	5361 WINSHALL DR 8369 9/28-10/27/22	32.10
11/03/2022	51445	CONSUMERS ENERGY	5257 WINSHALL DR 9/28-10/27/22	30.67
11/03/2022	51446	CONSUMERS ENERGY	8499 MILLER RD 9/28-10/27/22	31.38
11/03/2022	51447	CONSUMERS ENERGY	8083 CIVIC DR 9/28-10/27/22	527.86
11/03/2022	51448	CONSUMERS ENERGY	5121 MORRISH RD 9/28-10/27/22	485.82
11/03/2022	51449	CONSUMERS ENERGY	8095 CIVIC DR 9/28-10/27/22	547.28
11/03/2022	51450	CONSUMERS ENERGY	5361 WINSHALL DR #2 RESTRMS 9/28-10	44.35
11/03/2022	51451	CONSUMERS ENERGY	8059 FORTINO DR 9/28-10/27/22	58.58
11/03/2022	51452	CONSUMERS ENERGY	8301 CAPPY LN 9/29-10/30/22	262.80
11/03/2022	51453	CONSUMERS ENERGY	8100 CIVIC DR 9/29-10/30/22	983.78
11/03/2022	51454	DAVIS KIRKSEY ASSOCIATES INC	PROFESSIONAL SERVICES 2ND PAYMENT	3,000.00
11/03/2022	51455	DEANNA KORTH	BANK MILEAGE DEANNA KORTH OCT. 2022	68.25
11/03/2022	51456	DOVER & COMPANY	GARAGE DOOR REPAIR/DPW	370.00
11/03/2022	51457	FAMILY FARM AND HOME INC	OCTOBER 2022 INVOICES	444.53
11/03/2022	51458	FERGUSON WATERWORKS #3386	WIRE FLAGS GREEN 100 PK (2)	27.68
11/03/2022	51459	GENESEE CTY DRAIN COMMISSIONER	WATER 8/31-9/28/22 1,838,694 CF	117,224.91
11/03/2022	51460	GENESEE CTY DRAIN COMMISSIONER	SEWER 7/1-9/30/22 5,770,998 CF	195,046.95
11/03/2022	51461	GILL ROYS HARDWARE	OCTOBER 2022 INVOICES LESS DISCOUNT	280.74
11/03/2022	51462	GLAESER DAWES	USDA WATERMAIN PROJ OAKVIEW/MILLER/BRIST USDA WATERMAIN PROJ OAKVIEW/MILLER/BRIST	510,092.59 18,500.00
				<u>528,592.59</u>
11/03/2022	51463	GLAESER DAWES	EXTRA WORK AND REPAIRS	89,374.73
11/03/2022	51464	JAY'S SEPTIC TANK SERVICE	PORT-A-JON RENTAL ABRAMS PARK 10/25-11/2 PORT-A-JON RENTAL ELMS PARK 10/25-11/21/ PORT-A-JON RENTAL ELMS PARK 10/21-11/17/	260.00 390.00 260.00
				<u>910.00</u>
11/03/2022	51465	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES 10/24/22 MOW & TRIM CITY PROPERTIES	1,210.00 1,210.00
				<u>2,420.00</u>

11/03/2022	51466	JOSHUA SINCLAIR	UB REFUND FOR 9223 HILL RD	263.72
11/03/2022	51467	MASTER SEAL ASPHALT MAINT CONTR INC	CRACK SEALING PER ESTIMATE #13800 ELMS R CRACK SEAL BRISTOL RD	13,650.00 38,902.00 52,552.00
11/03/2022	51468	METRO POLICE AUTH OF GENESEE COUNTY	ORDINANCE FEES SEPT 2022	382.80
11/03/2022	51469	MICHIGAN MUNICIPAL LEAGUE	CDL DRIVERS FEE 1/1-12/31/23 (4)	320.00
11/03/2022	51470	MOLLY MAID OF METAMORA LLC	CLEANING CITY HALL 10/28/22	186.00
11/03/2022	51471	OHM ADVISORS	USDA WATER MAIN IMPROVEMENT PROJECT	19,056.00
11/03/2022	51472	OHM ADVISORS	USDA WATER MAIN IMPROVEMENT PROJECT	3,520.50
11/03/2022	51473	PITNEY BOWES INC.	LEASING INVOICE 8/30/22-11/29/22	144.12
11/03/2022	51474	SALLY M ADAMS	RETIREE MEDICAL REIMB JULY-NOVEMBER 2022	1,305.00
11/03/2022	51475	SPECTRUM PRINTERS INC	VOTE TEST DECKS NOV 8 2022 ELECTION (4)	401.50
11/03/2022	51476	STATE OF MICHIGAN-DEPART. TREA	2023 MCAT RENEWAL S. ARVOY	50.00
11/03/2022	51477	STATE OF MICHIGAN-DEPART. TREA	2023 MCAT RENEWAL K. BROWN	50.00
11/03/2022	51478	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING	48.00
11/03/2022	51479	SUBURBAN AUTO SUPPLY	BLADE FUSE/SR CTR FURNACE PIN & CLIP/MOUNTING BAR	2.99 34.98 37.97
11/03/2022	51480	SWARTZ CREEK AREA FIRE DEPT.	FIRE & EMS SERVICES SEPTEMBER 2022	4,266.52
11/03/2022	51481	TRANSNATION TITLE AGENCY	UB REFUND FOR 4450 MORRISH	80.34
11/03/2022	51482	VICTOR STANLEY INC	6' PRS-10 BENCHES PER QUOTE SQ121614	6,761.00
11/03/2022	51483	WEST SHORE SERVICES INC	ANNUAL SIREN INSPECTION & MAINTENANCE	1,500.00
11/09/2022	51484	CAVETTE, JEFFREY	UB REFUND FOR 9261 HILL RD	120.42
11/09/2022	51485	CONSUMERS ENERGY	4125 ELMS RD 4353 9/30-10/31/22	52.66
11/09/2022	51486	CONSUMERS ENERGY	4125 ELMS RD PAVILION 4437 9/30-10/31/22	37.44
11/09/2022	51487	CONSUMERS ENERGY	SIRENS TRAFFIC LIGHTS 1997 10/1-10/31/22	29.78
11/09/2022	51488	CONSUMERS ENERGY	TRAFFIC LIGHTS 1781 10/1-10/31/22	452.48
11/09/2022	51489	CONSUMERS ENERGY	6425 MILLER PARK & RIDE 9/30-10/31/22	137.74
11/09/2022	51490	CONSUMERS ENERGY	ELMS PARKING LOT AREA LIGHTS 2300 10/1-1	32.37
11/09/2022	51491	CONSUMERS ENERGY	STREET LIGHTS 1294 10/1-10/31/22	4,443.85
11/09/2022	51492	CONSUMERS ENERGY	4524 MORRISH RD 10/1-10/31/22	49.09
11/09/2022	51493	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	3,163.07
11/09/2022	51494	DAVID WRIGHT	REIMB CDL LICENSE RENEWAL	25.00
11/17/2022	11(E)	BLUE CROSS BLUE SHIELD OF MICHIGAN	RETIREE HEALTHCARE CLOLINGER DEC. 2022	1,835.88
11/17/2022	12(E)	UNUM LIFE INSURANCE	RETIREE LIFE DECEMBER 2022 (4)	44.25
11/17/2022	51495	AGROSCAPING INC.	CITY HALL LANDSCAPING OCT. 2022	4,500.00
11/17/2022	51496	BIO-SERV CORPORATION	PEST CONTROL - PUBLIC SAFETY BLDG PEST CONTROL - CITY HALL/LIBRARY-SR CTR	62.00 120.00 182.00
11/17/2022	51497	DELTA DENTAL PLAN	RETIREE DENTAL DECEMBER 2022 (5)	365.96
11/17/2022	51498	DENNIS W CRAMER	MILEAGE & MEALS MML CONF CRAMER	204.83
11/17/2022	51499	DORNBOS SIGN & SAFETY INC	ORNAMENTAL BLACK PLAIN BLADE HOLDER	179.00
11/17/2022	51500	ENERGY REDUCTION COALITION	EXCESS BENEFIT PAYMENT	1,126.55
11/17/2022	51501	FIRST AMERICAN TITLE INS CO	UB REFUND FOR 5052 FAIRCHILD	141.25
11/17/2022	51502	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	6.25
11/17/2022	51503	GENESEE CTY DRAIN COMMISSIONER	ANNUAL COMMUNITY PUBLIC WATER SUPPLY FEE	3,614.60
11/17/2022	51504	GFL ENVIRONMENTAL USA INC	FY23 GARBAGE/RECYCLING/YARD WASTE OCTOBE	24,843.00
11/17/2022	51505	JAMS MEDIA LLC	SIDEWALK NOTICE 10/13/22	42.30
11/17/2022	51506	JANET ADAMS & PAUL EHRHART	2022 Sum Tax Refund 58-35-400-003	652.84
11/17/2022	51507	JAY SANDFORD	CLOTHING ALLOWANCE REIMB	226.50
11/17/2022	51508	JOHNS TRUCK SERVICE	FUEL, WATER SEPRTR, OIL FILTERS/OIL/SRVC OIL/FILTERS/BRAKES/WHEEL NUTS/LIGHTS	859.62 2,845.43 3,705.05

11/17/2022	51509	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES 2022 FALL LEAF CLEANUP AND REMOVAL	1,210.00 1,500.00 2,710.00
11/17/2022	51510	KLEE MFG & DIST	FLAGS FOR VETERANS MEMORIAL	477.50
11/17/2022	51511	KNAPHEIDE TRUCK EQUIPMENT	WESTERN PLOW & EQUIPMENT PER QUOTE KD000	8,517.00
11/17/2022	51512	LEGACY ASSESSING SERVICES INC	NOV 2022 ASSESSING SERVICES OCT. 2022-SE	2,620.38
11/17/2022	51513	MARCY HADSALL	UB REFUND FOR 7165 RUSSELL	258.62
11/17/2022	51514	MICHIGAN PIPE AND VALVE	MARKING PAINT/GREEN 12 CANS/BLUE 6 CANS	144.00
11/17/2022	51515	MOLLY MAID OF METAMORA LLC	CLEANING CITY HALL 11/11/22	186.00
11/17/2022	51516	OHM ADVISORS	USDA PHASE II WATER MAIN ENGINEERING SER MILLER ROAD PARKING STUDY	9,885.25 4,311.00 14,196.25
11/17/2022	51517	OHM ADVISORS	CONST SRVCS - BREWER TOWNHOMES	391.50
11/17/2022	51518	OHM ADVISORS	MORRISH RD CE	1,763.54
11/17/2022	51519	PARAGON LABORATORIES INC	WATER SAMPLES WO SWARTZ CREEK	617.00
11/17/2022	51520	PITNEY BOWES INC.	RED INK CARTRIDGE 2 BOXES	169.98
11/17/2022	51521	PLANTE & MORAN PLLC	FY22 FINANCIAL STATEMENTS & SINGLE AUDIT	24,190.00
11/17/2022	51522	SIMEN FIGURA & PARKER PLC	MONTHLY INVOICE OCTOBER 2022	2,646.00
11/17/2022	51523	SUPER FLITE OIL CO INC	FUEL - DPW OCTOBER 2022	1,431.21
11/17/2022	51524	VERIZON WIRELESS	MONTHLY INVOICE 10/2-11/1/22	535.42
11/22/2022	51525	ADAM ZETTEL	REIMB SSL CERT. GODADDY 2 YR	399.98
11/22/2022	51526	FERGUSON WATERWORKS #3386	WATER PARTS ORDER PER BID B073521 SEE AT	11,413.30
11/22/2022	51527	MICHIGAN PIPE AND VALVE	WATER PARTS ORDER PER QUOTE QG03817 SEE WATER PARTS ORDER PER QUOTE QG03817 SEE WATER PARTS ORDER PER QUOTE QG03817 SEE RETURN WATER PARTS ORDER PER QUOTE QG038	23,553.38 1,625.00 2,786.00 (3,500.00) 24,464.38
11/22/2022	51528	OHM ADVISORS	USDA WATER MAIN IMPROVEMENT PROJECT	2,259.00
11/22/2022	51529	STATE OF MICHIGAN DEP OF STATE	NOTARY FEE J KEY	10.00
GEN TOTALS:				
Total of 97 Checks:				1,184,662.66
Less 0 Void Checks:				0.00
Total of 97 Disbursements:				1,184,662.66

Public Works
Monthly Work Orders

12/01/22

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
FNRD22-2151 COMPLETED	WI10-005274-0000-05	ROGERS, CLINT 5274 WINSHALL DR	11/01/22 11/01/22	FINAL READ
FNRD22-2152 COMPLETED	HI10-009223-0000-07	SINCLAIR, JOSHUA 9223 HILL RD	11/01/22 11/01/22	FINAL READ
ELEC22-0065 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	11/07/22 11/07/22	ELEC SETUP/TAKEDO
ELEC22-0066 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	11/09/22 11/09/22	ELEC SETUP/TAKEDO
WOFF22-2550 COMPLETED	WO10-005191-0000-03	SWEETEN, RONALD 5191 WORCHESTER DR	11/01/22 11/01/22	WATER TURN OFF
22-000019 COMPLETED	CA10-008426-0000-03	HILTZ, BRITTANY 8426 CAPPY LN	11/01/22 11/01/22	WATER QUALITY
READ22-0965 COMPLETED	CC10-007374-0000-03	DURGAN, PETER 7374 CROSS CREEK DR	11/04/22 11/04/22	READ METER
WTON22-1486 COMPLETED	WO10-005191-0000-04	SCHULTZ, JAY 5191 WORCHESTER DR	11/04/22 11/04/22	WATER TURN ON
READ22-0966 COMPLETED	MI10-008138-0000-01	SHARP FUNERAL HOME 8138 MILLER RD	11/04/22 11/04/22	READ METER
FNRD22-2153	MI10-006103-0000-07	WEST, ANNA 6103 MILLER RD	11/07/22	FINAL READ
FNRD22-2154 COMPLETED	FA10-005052-0000-06	HENDRICK, JULIA 5052 FAIRCHILD ST	11/08/22 11/08/22	FINAL READ
MNT22-0394 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	11/08/22 11/08/22	BUILDING MAINTENAI
READ22-0967 COMPLETED	WA10-007435-0000-03	MACAULEY, DAVID 7435 WADE ST	11/08/22 11/08/22	READ METER
READ22-0968 COMPLETED	DU10-005374-0000-06	JENKINS, MARY 5374 DURWOOD DR	11/08/22 11/08/22	READ METER
SETM22-0112 COMPLETED	RU10-007183-0000-02	SEFCIK, MICHAEL 7183 RUSSELL DR	11/08/22 11/29/22	SET METER
MNT22-0395 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	11/08/22 11/08/22	BUILDING MAINTENAI
MNT22-0396 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	11/09/22 11/09/22	BUILDING MAINTENAI
GWO22-0660	HI10-009315-0000-03	BUECHELE, BRIAN 9315 HILL RD	11/09/22	GENERIC WORK ORDEI
READ22-0969	SC20-005119-0000-08	WILSON, DEBORAH 5119 SCHOOL ST	11/10/22	READ METER
FNRD22-2155 COMPLETED	DA10-005165-0000-01	MARTIN, ROB 5165 DAVAL DR	11/10/22 11/10/22	FINAL READ

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
FNRD22-2156 COMPLETED	MI10-008231-0000-07	JMZ PROPERTIES, LLC 8231 MILLER RD	11/10/22 11/10/22	FINAL READ
WMBK22-0126 COMPLETED	CC10-007438-0000-04	LAWREY, MARY 7438 CROSS CREEK DR	11/14/22 11/14/22	WATER MAIN BREAK
SWR22-0091 COMPLETED	WI10-005124-0000-06	HOOKEER, SCOTT 5124 WINSHALL DR	11/14/22 11/14/22	SEWER DRAIN PROBL
FNRD22-2157 COMPLETED	RU10-007165-0000-04	HADSALL, MARCY 7165 RUSSELL	11/14/22 11/14/22	FINAL READ
WOFF22-2551 CANCELLED	FA10-005052-0000-06	HENDRICK, JULIA 5052 FAIRCHILD ST	11/14/22 11/14/22	WATER TURN OFF
FNRD22-2158 COMPLETED	MY10-004379-0000-01	URECHE, STEVEN 4379 MAYA LN	11/15/22 11/15/22	FINAL READ
SPR-000010 COMPLETED	FO20-008059-SPRI-00	VETERAN'S MEMORIAL 8059 PAUL FORTINO DR	11/15/22 11/15/22	SPRINKLER METER
CKME22-0507 COMPLETED	CC10-007438-0000-04	LAWREY, MARY 7438 CROSS CREEK DR	11/15/22 11/15/22	CHECK METER
FNRD22-2159 COMPLETED	DU10-005174-0000-03	HATFIELD, TIMOTHY 5174 DURWOOD DR	11/15/22 11/15/22	FINAL READ
WOFF22-2552 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	11/15/22 11/15/22	WATER TURN OFF
FNRD22-2160 COMPLETED	MC10-005048-0000-07	ALLCOHOMES, LLC 5048 MC LAIN ST	11/15/22 11/16/22	FINAL READ
MNT22-0397	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	11/16/22	BUILDING MAINTENAI
WOFF22-2553 COMPLETED	AU10-006371-0000-02	STEPHENS, TRISTA 6371 AUGUSTA ST	11/16/22 11/16/22	WATER TURN OFF
WTON22-1487 COMPLETED	AU10-006371-0000-02	STEPHENS, TRISTA 6371 AUGUSTA ST	11/16/22 11/16/22	WATER TURN ON
WTON22-1488 COMPLETED	SE20-005291-0000-04	CESARO, MICHAEL 5291 SEYMOUR RD	11/17/22 11/16/22	WATER TURN OFF
WTON22-1489 COMPLETED	DO10-005417-0000-02	METCALFE, WILLIAM 5417 DON SHENK DR	11/17/22 11/16/22	WATER TURN OFF
WTON22-1490 COMPLETED	MI10-007493-0000-06	PARROTT, JEFF 7493 MILLER RD	11/16/22 11/16/22	WATER TURN OFF
WTON22-1491 COMPLETED	MI10-007346-0000-03	BROWN, ARRON & ANNA 7346 MILLER RD	11/17/22 11/17/22	WATER TURN OFF
WTON22-1492 COMPLETED	CR10-008083-0000-09	LINGENFELTER, KAITLYN 8083 CRAPO ST	11/16/22 11/16/22	WATER TURN OFF
WTON22-1493 COMPLETED	MA20-008041-0000-05	ADOLPH, MATTHEW 8041 MAPLE ST	11/16/22 11/16/22	WATER TURN OFF
WTON22-1494 COMPLETED	MA20-008041-0000-05	ADOLPH, MATTHEW 8041 MAPLE ST	11/17/22 11/17/22	WATER TURN ON
WOFF22-2554	AU10-006371-0000-02	STEPHENS, TRISTA	11/16/22	WATER TURN OFF

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		6371 AUGUSTA ST	11/16/22	
WTON22-1495	AU10-006371-0000-02	STEPHENS, TRISTA	11/16/22	WATER TURN ON
COMPLETED		6371 AUGUSTA ST	11/16/22	
WOFF22-2555	DO10-005410-0000-02	HOUGH, JUDY	11/16/22	WATER TURN OFF
COMPLETED		5410 DON SHENK DR	11/16/22	
WTON22-1496	DO10-005410-0000-02	HOUGH, JUDY	11/17/22	WATER TURN ON
COMPLETED		5410 DON SHENK DR	11/17/22	
WTON22-1497	MI10-007493-0000-06	PARROTT, JEFF	11/17/22	WATER TURN ON
COMPLETED		7493 MILLER RD	11/17/22	
WOFF22-2556	WI10-005336-0000-01	MOORE, LLOYD	11/16/22	WATER TURN OFF
COMPLETED		5336 WINSHALL DR	11/16/22	
WTON22-1498	WI10-005336-0000-01	MOORE, LLOYD	11/17/22	WATER TURN ON
COMPLETED		5336 WINSHALL DR	11/17/22	
WOFF22-2557	BR10-005071-0000-06	MORISSETTE, NICOLE	11/16/22	WATER TURN OFF
COMPLETED		5071 BRADY ST	11/16/22	
WOFF22-2558	MI10-007230-0000-02	KELLY, VERA	11/16/22	WATER TURN OFF
COMPLETED		7230 MILLER RD	11/16/22	
WTON22-1499	MI10-007230-0000-02	KELLY, VERA	11/17/22	WATER TURN ON
COMPLETED		7230 MILLER RD	11/17/22	
WTON22-1500	CR10-008083-0000-09	LINGENFELTER, KAITLYN	11/17/22	WATER TURN ON
COMPLETED		8083 CRAPO ST	11/17/22	
WOFF22-2559	DU10-005174-0000-03	HATFIELD, TIMOTHY	11/16/22	WATER TURN OFF
COMPLETED		5174 DURWOOD DR	11/17/22	
WOFF22-2560	DO10-005209-0000-05	HALL, STEVEN	11/16/22	WATER TURN OFF
COMPLETED		5209 DON SHENK DR	11/16/22	
WTON22-1501	DO10-005417-0000-02	METCALFE, WILLIAM	11/17/22	WATER TURN ON
COMPLETED		5417 DON SHENK DR	11/10/22	
WTON22-1502	MI10-007346-0000-03	BROWN, ARRON & ANNA	11/17/22	WATER TURN ON
COMPLETED		7346 MILLER RD	11/17/22	
WTON22-1503	SE20-005291-0000-04	CESARO, MICHAEL	11/17/22	WATER TURN ON
COMPLETED		5291 SEYMOUR RD	11/17/22	
BXRP22-0202	MI10-008127-0000-01	ELEGANT CATERING	11/17/22	CURB BOX REPAIR
COMPLETED		8127 MILLER RD	11/29/22	
WTON22-1504	DO10-005209-0000-05	HALL, STEVEN	11/17/22	WATER TURN ON
COMPLETED		5209 DON SHENK DR	11/17/22	
WOFF22-2561	MO10-004140-0000-03	SROA 4140 MORRISH MI LLC	11/16/22	WATER TURN OFF
COMPLETED		4140 MORRISH RD	11/16/22	
WTON22-1505	MO10-004140-0000-03	SROA 4140 MORRISH MI LLC	11/17/22	WATER TURN ON
COMPLETED		4140 MORRISH RD	11/17/22	
WOFF22-2562	SC20-005068-0000-02	CARR, JASON	11/16/22	WATER TURN OFF
CANCELLED		5068 SCHOOL ST	11/16/22	
WOFF22-2563	SP10-004374-0000-02	SKARVI, CAROL	11/16/22	WATER TURN OFF
COMPLETED		4374 SPRINGBROOK DR	11/16/22	

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
WOFF22-2564 COMPLETED	WA10-007484-0000-01	THOMPSON SERVICE 7484 WADE ST	11/16/22 11/16/22	WATER TURN OFF
WOFF22-2565 CANCELLED	CH20-009104-0000-03	MCDONALD, ALICIA 9104 CHESTERFIELD DR	11/17/22 11/17/22	WATER TURN OFF
SI-000064	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	11/18/22	SIGNS
WTON22-1506 COMPLETED	SP10-004374-0000-02	SKARVI, CAROL 4374 SPRINGBROOK DR	11/21/22 11/21/22	WATER TURN ON
BXRP22-0203	GR10-005192-0000-02	SIMPSON, SARAH 5192 GREENLEAF DR	11/21/22	CURB BOX REPAIR
FNRD22-2161 COMPLETED	BR10-005038-0000-02	GREEN, CRAIG 5038 BRADY ST	11/21/22 11/22/22	FINAL READ
WTON22-1507 COMPLETED	WA10-007484-0000-01	THOMPSON SERVICE 7484 WADE ST	11/21/22 11/21/22	WATER TURN ON
WTON22-1508 COMPLETED	BR10-005071-0000-06	MORISSETTE, NICOLE 5071 BRADY ST	11/23/22 11/23/22	WATER TURN ON
MTRP22-0678 COMPLETED	WI20-005120-0000-02	JMZ PROPERTIES, LLC 5120 WINSTON DR	11/28/22 11/28/22	METER REPAIR
FNRD22-2162	HI10-009223-0000-08	JMZ PROPERTIES, LLC 9223 HILL RD	11/28/22	FINAL READ
WOFF22-2566 COMPLETED	MI10-005428-0000-15	KOVALESKI, JOHN 5428 MILLER RD	11/29/22 11/29/22	WATER TURN OFF
FLAG22-0240 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	11/30/22 11/30/22	LOWER/RAISE FLAG
MNT22-0398 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	11/29/22 11/29/22	BUILDING MAINTENAI
FNRD22-2163 COMPLETED	JI10-009282-0000-02	KATRINIC, JOSEPH 9282 JILL MARIE LN	11/29/22 11/29/22	FINAL READ
MNT22-0399 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	11/29/22 11/30/22	BUILDING MAINTENAI
READ22-0970	MI10-008127-0000-01	ELEGANT CATERING 8127 MILLER RD	11/29/22	READ METER
SWBK22-0095 COMPLETED	MO10-005052-0000-02	MCGRAIL, JENNIFER 5052 MORRISH RD	11/30/22 11/30/22	SEWER BACKUP

Total Records: 80

Report Generated: 12/1/2022 2:00 PM

Report Options: Scheduled From: 11/1/2022 To: 11/30/2022

City of Swartz Creek

Building Permit List

2022

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Building							
PB2200056	11/23/22	Egress Solutions Inc	(248) 628 7550	58-03-533-092	\$6,200	\$135.00 5289 GREENLEAF DR	48473-Res Add/Alter/Repair
PB2200059	11/08/22	Bluebird CFW	(517) 706 1399	58-02-526-086	\$5,000	\$115.00 5052 FAIRCHILD ST	48473-Res Add/Alter/Repair
PB2200060	11/09/22	Solar Reaction, LLC	(833) 972 7283	58-03-533-028	\$30,000	\$225.00 5351 SEYMOUR RD	48473-Res Add/Alter/Repair
PB2200061	11/16/22	Lockhart Roofing Co.	(810) 235 9866	58-03-532-030	\$0	\$100.00 5289 OAKVIEW DR	48473-Roofing
PB2200062	11/17/22	Renewal by Andersen	(734) 237 1065	58-02-501-015	\$16,803	\$185.00 5205 DAVAL DR	48473-Res Add/Alter/Repair
PB2200065	11/23/22	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-097	\$193,192	\$1,084.00 4275 ALEX MARIN DR	48473 Res Condo
PB2200066	11/23/22	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-092	\$165,380	\$1,023.00 4246 ALEX MARIN DR	48473 Res Condo
PB2200069	11/30/22	COOKINGHAM, ROBERT L	8106103170	58-03-531-150	\$0	\$100.00 9210 YOUNG DR	48473-Roofing

Total: 8 Permits Value: \$416,575 Fee Total: \$2,967.00 Total Number of Dwelling Units 2

Electrical

PE2200030	11/07/22	POINTER, HELEN, BRENDA	(810) 577 1654	58-02-504-010	\$0	\$285.00 8391 MILLER RD	48473-Electrical
PE2200031	11/09/22	Solar Reaction, LLC	(833) 972 7283	58-03-533-028	\$0	\$140.00 5351 SEYMOUR RD	48473-Electrical
PE2200032	11/15/22	Charlie & Marge Potter	(810) 965 0862	58-35-776-160	\$0	\$150.00 160 BROOKFIELD	48473-Electrical

Total: 3 Permits Value: \$0 Fee Total: \$575.00 Total Number of Dwelling Units 0

Mechanical

PM220047	11/01/22	Holland Heating & Cooling	(810) 653 4328	58-03-534-013	\$0	\$160.00 9243 JILL MARIE LN	48473-Mechanical
PM220048	11/01/22	Holland Heating & Cooling	(810) 653 4328	58-03-534-019	\$0	\$190.00 9293 JILL MARIE LN	48473-Mechanical
PM220049	11/14/22	Staley's Plbg & Htg, Inc.	(810) 659 5572	58-36-651-213	\$0	\$160.00 6735 NEMER CT	48473-Mechanical

City of Swartz Creek Building Permit List 2022

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Total:		3 Permits	Value: \$0		Fee Total: \$510.00		Total Number of Dwelling Units 0

Plumbing

PP220025	11/08/22	Absolute Plumbing	(810) 820 8841	58-36-676-091	\$0	\$390.00	4250 ALEX MARIN DR 48473 Plumbing
Total:		1 Permits	Value: \$0		Fee Total: \$390.00		Total Number of Dwelling Units 0

Right of Way

PROW-0242	11/16/22	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-097	\$0	\$100.00	4275 ALEX MARIN DR 48473 Right of way
PROW-0243	11/16/22	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-092	\$0	\$100.00	4246 ALEX MARIN DR 48473 Right of way
PROW-0244	11/30/22	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-086	\$0	\$100.00	7197 RUSSELL DR 48473 Right of way
Total:		3 Permits	Value: \$0		Fee Total: \$300.00		Total Number of Dwelling Units 0

Zoning

PZ22-0032	11/01/22	Kevin Brown	(810) 577 6647	58-03-531-123	\$0	\$25.00	5158 BIRCHCREST DR 48473-Fence
Total:		1 Permits	Value: \$0		Fee Total: \$25.00		Total Number of Dwelling Units 0

Permit Total: 19 Value: \$416,575 Fee Total: \$4,767.00

City of Swartz Creek Building Permit List 2022

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
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Permit.DateIssued Between 11/1/2022 12:00:00
AM AND 11/30/2022 11:59:59 PM

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7435 WADE ST	58-01-502-100	Status	11/01/2022	11/01/2022	Complied
6157 MILLER RD	58-31-527-008	Status	11/01/2022	11/01/2022	Partially Complied
6165 MILLER RD	58-31-527-009	Status	11/01/2022	11/01/2022	Partially Complied
6509 BRISTOL RD	58-31-501-007	Status	11/01/2022	11/01/2022	Complied
5019 HAYES ST	58-02-529-006	Status	11/01/2022		
7550 MILLER RD	58-36-552-010	Site Visit	11/01/2022	11/01/2022	Approved
4289 ALEX MARIN DR	58-36-676-099	Right of Way	11/01/2022	11/01/2022	Approved
9267 CEDAR CREEK CT	58-03-627-003	Initial	11/01/2022	11/01/2022	Complied
5387 DON SHENK DR	58-03-579-012	Final	11/01/2022	11/01/2022	Approved
7582 MILLER RD	58-36-552-005	Service	11/01/2022	11/01/2022	Approved
4237 ELMS RD	58-31-100-025	Rough	11/01/2022	11/01/2022	Approved
5036 FIRST ST	58-01-502-046	Final	11/01/2022	11/01/2022	Approved
4446 MORRISH RD	58-35-677-001	Final-3 Units	11/01/2022	11/01/2022	Approved
7448 MILLER RD	58-36-300-012	Final	11/02/2022	11/02/2022	Approved
1 DRAGON DR	58-02-100-006	Final	11/03/2022	11/03/2022	Partially Approved
4367 SPRINGBROOK DR	58-36-651-117	Post Hole	11/03/2022	11/03/2022	Approved
4264 ALEX MARIN DR	58-36-676-089	Swr & Wtr Tap Ins	11/03/2022	11/03/2022	Approved
4197 SILVER MAPLE LN	58-36-527-004	Final Zoning	11/07/2022	11/07/2022	Approved
6376 MILLER RD	58-31-100-022	Progress	11/07/2022	11/07/2022	Partially Approved
4264 ALEX MARIN DR	58-36-676-089	Footing	11/07/2022	11/07/2022	Approved
4197 SILVER MAPLE LN	58-36-527-004	Final	11/07/2022	11/07/2022	Approved
9237 MILLER RD	58-03-200-007	Status	11/08/2022	11/08/2022	Complied
4534 RAUBINGER RD	58-01-501-014	Status	11/08/2022	11/08/2022	Partially Complied
5158 BIRCHCREST DR	58-03-531-123	Final Zoning	11/08/2022	11/08/2022	Approved
7511 ELIZABETH CT	58-36-651-046	Site Inspection	11/08/2022	11/08/2022	No Violation
4183 HICKORY LN	58-36-530-004	Site Inspection	11/08/2022	11/08/2022	No Violation
4203 HICKORY LN	58-36-530-006	Site Inspection	11/08/2022	11/08/2022	No Violation
4362 MAYA LN	58-36-676-005	Final	11/08/2022	11/08/2022	Approved
160 BROOKFIELD	58-35-776-160	Rough	11/08/2022	11/08/2022	Approved
4250 ALEX MARIN DR	58-36-676-091	Underground	11/08/2022	11/08/2022	Approved
8247 MILLER RD	58-02-526-061	Initial	11/08/2022	11/08/2022	Violation(s)
5101 MC LAIN ST	58-02-526-038	Initial	11/08/2022	11/08/2022	Complied
4250 ALEX MARIN DR	58-36-676-091	Basement floor	11/09/2022	11/09/2022	Approved
4296 SPRINGBROOK DR	58-36-651-172	Final	11/09/2022	11/09/2022	Approved
4367 SPRINGBROOK DR	58-36-651-117	Final	11/09/2022	11/09/2022	Approved
5296 WINSHALL DR	58-02-553-012	Initial	11/09/2022	11/09/2022	Violation(s)

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
5222 DON SHENK DR	58-02-503-008	Ordinance	11/10/2022	11/10/2022	No Violation
8391 MILLER RD	58-02-504-010	Service	11/14/2022	11/14/2022	Approved
5111 FAIRCHILD ST	58-02-526-074	Initial	11/14/2022	11/14/2022	Violation(s)
3380 DYE RD	58-29-551-027	Post Hole	11/16/2022	11/16/2022	Approved
7550 MILLER RD	58-36-552-010	Site	11/21/2022	11/21/2022	Partially Approv
8100 CIVIC DR	58-35-751-001	Final	11/21/2022	11/21/2022	Approved
5052 FAIRCHILD ST	58-02-526-086	Final	11/22/2022	11/22/2022	Approved
1 DRAGON DR	58-02-100-006	Final-Locker Room	11/22/2022	11/22/2022	Approved
1 DRAGON DR	58-02-100-006	Final-Locker Room	11/22/2022	11/22/2022	Approved
9293 JILL MARIE LN	58-03-534-019	Final	11/22/2022	11/22/2022	Approved
3380 DYE RD	58-29-551-027	Final	11/22/2022	11/22/2022	Approved
6157 MILLER RD	58-31-527-008	Status	11/23/2022	11/23/2022	Complied
4534 RAUBINGER RD	58-01-501-014	Status	11/23/2022	11/23/2022	Partially Complie
6165 MILLER RD	58-31-527-009	Status	11/23/2022	11/23/2022	Complied
9179 JILL MARIE LN	58-03-534-005	Site Inspection	11/23/2022	11/23/2022	Violation(s)
4237 ELMS RD	58-31-100-025	Open Ceiling	11/23/2022	11/23/2022	Approved
1 DRAGON DR	58-02-100-006	Walk Thru-State Fire	11/23/2022	11/23/2022	Approved
4237 ELMS RD	58-31-100-025	Above Ceiling	11/23/2022	11/23/2022	Approved
5428 MILLER RD	58-29-551-007	Site Inspection	11/28/2022	11/28/2022	Approved
4275 ALEX MARIN DR	58-36-676-097	Footing	11/28/2022	11/28/2022	Approved
4237 ELMS RD	58-31-100-025	Final	11/28/2022	11/28/2022	Approved
4264 ALEX MARIN DR	58-36-676-089	Backfill	11/28/2022	11/28/2022	Approved
4237 ELMS RD	58-31-100-025	Final	11/29/2022	11/29/2022	Approved
4275 ALEX MARIN DR	58-36-676-097	Sewer & Water Tap-	11/29/2022	11/29/2022	Disapproved
4237 ELMS RD	58-31-100-025	Final	11/30/2022	11/30/2022	Approved
5015 THIRD ST	58-01-502-121	Rough	11/30/2022	11/30/2022	Approved
7508 ELIZABETH CT	58-36-651-059	Initial	11/30/2022	11/30/2022	Locked Out

Inspections: 63

Population: All Records

Inspection.DateTimeScheduled Between 11/1/2022 12:00:00 AM AND 11/30/2022 11:59:59 PM

Certificates With Inspections

12/01/2022

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR220056	7508 ELIZABETH CT	11/14/2022	11/14/2022	11/14/2022	11/30/2022	11/14/2024	Suspended
Initial	KBROWN	Corey Jarbeau	Scheduled				
Initial	JKEY	Corey Jarbeau	Completed	Locked Out			
CR220059	4029 JENNIE LN	11/21/2022	11/21/2022	11/21/2022		11/21/2024	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				

Population: All Records

Record Count: 2

Certificate.DateIssued Between 11/1/2022 12:00:00 AM
AND 11/30/2022 11:59:59 PM

Enforcements By Category

12/01/22

BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E22-152	5222 DON SHENK DR	No Violation	11/08/22	11/10/22
E22-153	7511 ELIZABETH CT	No Violation	11/03/22	11/08/22
Total Entries: 2				

OUTSIDE STOR/DISP

Enforcement Number	Address	Status	Filed	Closed
E22-156	9179 JILL MARIE LN	Violation	11/21/22	
Total Entries: 1				

PARKING

Enforcement Number	Address	Status	Filed	Closed
E22-154	4183 HICKORY LN	No Violation	11/07/22	11/08/22
E22-155	4203 HICKORY LN	No Violation	11/07/22	11/08/22
Total Entries: 2				

Total Records: 5

Population: All Records

Enforcement.DateFiled Between 11/1/2022 12:00:00 AM AND 11/30/2022 11:5



HAVENPARK

COMMUNITIES

Metro Police Authority of Genesee County
5420 Hill 23 Drive
Flint, MI 48507

Swartz Creek Post
8100 Civic Drive
Swartz Creek, MI 48473

Re: Permission to patrol and issue citations in Swartz Creek Estates, 73 Ashley Cr.
Swartz Creek, MI 48473

To: Chief of Police,

Our community appreciates the efforts of your officers to protect and care for our residents. We continue to rely on your hard work, providing safety and security for our residents and employees.

As owners of Swartz Creek Estates, we grant permission for officers to patrol our community to address civil infractions, issue tickets including speeding, running stop signs, and general actions for laws enforcement. We ask that you enforce laws in our community and streets, as you would on public streets, excluding minor parking violations.

If you have questions or concerns, please feel free to contact me by phone at 385.264.0887, or by email at mmarshall@havenparkmgmt.com.

Sincerely,

Mark Marshall
Director Compliance and Risk Management

AGREEMENT FOR POLICE SERVICES

This Agreement for Police Services is between the City of Swartz Creek, a Michigan home rule city (“the City”), and _____(legal owner), a mobile home community located in the City (“the Owner”).

Recitals

WHEREAS, the Owner owns and operates Swartz Creek Estates, an apartment community in the City, located at 4935 Ita Court, Swartz Creek, Michigan 48473 (“the Property”);

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

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

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

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

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

Service Agreement

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

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

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

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

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

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

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

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

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

If to City:

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

If to Owner:

_____ (Contact)
_____ (Street Address)
_____ (City/State)
_____ (Phone)
_____ (Email)

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

8. This Agreement shall be effective starting December __, 2022, and shall continue in full force and effect through December 31, 2023. At the end of the initial term, the Agreement shall renew automatically from year to year, until terminated by either party by providing sixty (60) days prior written notice to the other party for any or no reason.

For: _____

For: The City of Swartz Creek

By:
Its:

By: Adam Zettel
Its: City Manager

Date:_____

Date:_____