

City of Swartz Creek AGENDA

**Regular Council Meeting, Monday, January 24, 2022, 7:00 P.M.
Paul D. Bueche Municipal Building, 8083 Civic Drive Swartz Creek, Michigan 48473
THIS WILL BE A HYBRID MEETING, WITH IN PERSON ATTENDANCE BY COUNCIL MEMBERS.**

1. **CALL TO ORDER:**
2. **INVOCATION:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
4A. Council Meeting of January 10, 2022 MOTION Pg. 33
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. 42
6C. Park Reservation and Waiver Request Pg. 52
6D. Park Plan Update Services Pg. 55
6E. Soccer 5k Run Street Closure Request Pg. 65
6F. Leak Detection Services Agreement Pg. 71
6G. Trail Work Cost Sharing Agreement Pg. 80
6H. Metro Police Interlocal Agreement Modification Pg. 83
6I. Automated Meter Reading Proposal Pg. 90
6J. Mid-Year Budget Adjustments Pg. 126
7. **MEETING OPENED TO THE PUBLIC:**
7A. General Public Comments
8. **COUNCIL BUSINESS:**
8A. Art in the Park Reservation and Waiver RESO Pg. 25
8B. Park Plan Update Proposal RESO Pg. 26
8C. Soccer 5k Street Closure RESO Pg. 27
8D. Leak Detection Agreement RESO Pg. 27
8E. Flint Township Cost Sharing Agreement RESO Pg. 28
8F. Meeting Time and Place Ordinance DISCUSSION
8G. Metro Police Interlocal Agreement Update RESO Pg. 29
8H. February 24, 2022 Meeting Time RESO Pg. 30
8I. Mid-Year Budget Adjustment RESO Pg. 31
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 32

Next Month Calendar

Metro Police Board:	Wednesday, January 26, 2022, 10:00 a.m., Metro HQ
Planning Commission:	Tuesday, February 8, 2022, 7:00 p.m., PDBMB (one week late)
Park Board:	Wednesday, February 2, 2022, 5:30 p.m., PDBMB
Downtown Development Authority:	Thursday, February 10, 2022, 6:00 p.m., PDBMB,
City Council	Monday February 14, 2022, 7:00 p.m., PDBMB
Fire Board:	Monday, February 21, 2022, 6:00 p.m., Public Safety Building
Zoning Board of Appeals:	Wednesday, February 16, 2022, 6:00 p.m., PDBMB
City Council:	Monday, February 28, 2022, 7:00 p.m., PDBMB

City of Swartz Creek Mission Statement

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

City of Swartz Creek Values

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

Honesty, Integrity and Fairness

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

Fiscal Responsibility

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

Public Service

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

Embrace Employee Diversity and Employee Contribution, Development and Safety

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

Expect Excellence

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

Respect the Dignity of Others

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

Promote Protective Thinking and Innovative Suggestions

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

**CITY OF SWARTZ CREEK
VIRTUAL REGULAR CITY COUNCIL MEETING ACCESS INSTRUCTIONS
MONDAY, JANUARY 24, 2022, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **January 24, 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:

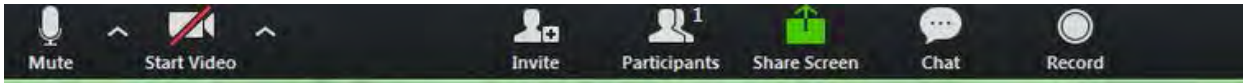
1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

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 (DTMF) 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: January 24, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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

Meeting ID: 830 9640 1128

One tap mobile

+13017158592,,83096401128# US (Washington DC)

+13126266799,,83096401128# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 830 9640 1128

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

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

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

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

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

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

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

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

MAINTAINING ORDER

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

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

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

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

MOTIONS & RESOLUTIONS

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

PUBLIC ADDRESS OF COUNCIL

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

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

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

VOTING RECORD OF PUBLIC BODIES

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

**City of Swartz Creek
CITY MANAGER'S REPORT**

Regular Council Meeting of Monday, January 24, 2022 - 7:00 P.M.

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

FROM: Adam Zettel, City Manager

DATE: January 19, 2022

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **MICHIGAN TAX TRIBUNAL APPEALS** (*No Change of Status*)

The city approved the appraisal for the Meijer Store, and our service provider is already at work. The firm that the city retained has testified successfully against Meijer for the City of Flat Rock. I am hopeful we can get an outright win, petition withdrawal, or very favorable negotiation.

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

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

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

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

Applications for the next round of TIP have been submitted for Seymour and Miller (Morrish to N. Seymour). We are hopeful that we will get funding for Miller Road, with Seymour coming in very close to being funding as well. This is not a final funding report, but we have a good feeling with the draft rankings.

The previous report follows:

Morrish Road is slated for 2022 federal funding. Note that the total scope of the project is around \$843,660, with 25% being the city's contribution (\$214,625). The city has committed the match portion to this project, which is 75-25. However, the federal allocation is capped at 75% of the original estimate, making the maximum federal reimbursement \$629,035. After three years and some project change orders, we are seeing an engineer's estimate that is \$1.1M prior to payment for construction engineering, which would add another \$150,000.

This is creating some obvious heartburn. The local match on this could easily balloon to 50%, which would place a tremendous strain on our road resources. We are working to reduce the project scope, as well as to seek a TIP amendment to increase this amount.

The project is slated to be complete in 2022. We are proceeding with preliminary engineering for this project. The engineers have included work scope regarding our desire to widen Paul Fortino to the north so that a left turn lane may be added. We are also including a mid-block crossing at Apple Creek Station.

✓ **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.

Paving is done for the year, and not a moment too soon. Some restoration will occur in the spring, and lighting will require some work on Consumers Energy's end. Otherwise, we are in good shape!

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

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

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

We met with the MDOT representative and the city's bridge engineers (Rowe PSC) to go over our bridge inspection file in mid-September. This was an informal audit, and everything went well. During the process, I learned that there may be 95% match maintenance funds available for the bridge decks. This could be timely for us. With the understanding that cooperation is key to awards, I have asked Rowe to coordinate with the county or other agencies to create a work package. I hope to have something before the council soon. However, like with the TIP, work would be years out.

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

✓ **SEWER REHABILITATION PROGRAM** *(Update)*

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

We held off on cleaning and inspections for future lining projects for the time being. When we consider our recent discussions regarding a jetting truck, it might be best to consider these only after we know if we are to do them in-house or with a contractor. Note that we are still looking at costs for in-house vs contracted cleaning. See the "sewer truck" section below for details.

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

The west Miller, Morrish, Bristol Road, and Village segments are complete. The contractor is completing the final component of USDA phase I, which is the Miller Road segment from Elms to Raubinger.

Note that Morrish Road paving and paint markings are temporary. We have timed this so that repairs commence next year with the Transportation Improvement Program funds.

OHM is working on an application for another round of USDA grant/loans. At this point, we are calculating our fiscal year 2025 budget, as required by USDA. This will set the table for calculation of our eligibility for any grant funds. We are closer than ever to getting this submitted for final review.

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

Greenleaf
Winshall
Durwood
Norbury
Whitney
Seymour (South of Miller)

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

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

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

The city is revisiting an effort to work with the county to abandon the 8" Dye Road water main in the vicinity of the rail line (west side of Dye). This line is prone to breaks, which can be very costly and dangerous near the rail spur. The intention would be to connect our customers to the other side of the street, onto the county 16" line. It appears the transition cost would be about \$25,000. Mr. Harris and I have learned of the needs from the county and are ready to proceed. We may look to add this as USDA work or bring back a separate proposal. Note that the city line will be abandoned, but the city will still retain the customers.

✓ **WATER SYSTEM MASTER PLAN (Update)**

The water reliability study has been submitted to the state. They are reviewing the document and will provide feedback, if needed. Once finalized, we can integrate the findings into the city capital improvement plan.

Rob and I are working with OHM to submit a final Emergency Response Plan to the feds as well.

✓ **COMMERCIAL METERS AND TRANSPONDERS** *(Update)*

Rob believes it is time to start replacing our commercial meters. The age of many of these are starting to raise flags concerning accuracy and reliability. We have definitely had some reliability issues with the larger meters at the schools.

We are just now pricing mechanical and ultra-sonic meters. The idea is to invest big and replace a majority of such meters in one swoop, or we can buy them incrementally and replace them with our staff as time permits. I am initially in favor of the later choice. This will cost about \$500-\$1,000 per meter, of which we expect to have 100-200 to replace. For the time being, there are some high-use meters we are looking to replace using budgeted maintenance dollars.

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

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

I have attached the initial proposal from our meter supplier. It is cheaper than we thought. In order to assure this can work, I am affirming our tower rights to the cell tower on Elms Road. This is essential to operation of the system.

✓ **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** *(Update)*

The winter newsletter is definitely out. We included utility rates, FOG information, school security, and winter reminders.

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

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

1. **(Update)** The grant agreement for the **DNR Trust fund has been executed by the state! These funds will support construction of the Genesee Valley Trail.** The MDOT grant is conditionally awarded, with conditions being nearly fulfilled. As of writing the SRTS project appears to be a 2023 project.
2. The **raceway owner is still considering racing.** The state has more bills in the works. We should know something soon. As a backup plan, the owner will be looking to repurpose the site and cooperate with our master plan process. For now, they have a temporary zoning permit to store surplus vehicles for GM. See details below.
3. **(Update)** The school declared the option to sell to Communities First to be in default. As such, it appears there is no development future for **Mary Crapo.** At this point, the future of the site is unclear. The school will be looking into this. I will certainly stay involved so I can relay information to the council. The concept for senior housing made sense, but that may not be practical right now. While some in the community believe this could be a city park, my knee-jerk reaction is that we cannot afford to take on another asset, either to improve it or maintain it.
4. The **school bond** passed and many improvements have occurred and many are expected throughout the district. Total investment for this effort will exceed \$50 million over two to three years. The improvements so far are very impressive, especially what is occurring at the middle and high schools. The project is likely to result in another access to Cappy Lane for the high school. It also appears that the school will be adding a walking path on their high school campus that should be integrated with other pedestrian features.
5. **(Update) Street repair in 2022** is done! Morrish Road will be bid soon!
6. The **Apple Creek Station** development of 48 townhomes is on hold due to construction material availability and cost. They continue to seek final review by the county. If there is no change in status by the end of the year, we will remove this from future reports. These units range in size from 1,389 to 1,630 square feet, with garages. Construction will occur on vacant land in the back of the development, by Springbrook Colony. Site engineering plans have just been submitted by the owner. Rents are expected to be about \$1.00 per square foot (~ \$1,600 a month) which matches rents in Winchester Village.
7. The **Brewer Condo Project** is proceeding with building construction at this phase. The project includes 15 townhome condos off Morrish Road in downtown. They are approximately 1,750 square feet, with two car garages and basements. Not everyone is a fan, but we believe it will be a positive addition to the downtown in the long run.
8. The next **Springbrook East** phase is under construction. They have pulled many home permits. There is currently an issue with a home that is under construction, with said home being placed outside the building footprint. A hearing on the variance was held on October 20th, and all dimensional variances were approved. We are requiring staking of all building footprint and foundation walls prior to commencement.

✓ **TAP/DNR TRAIL** **(Business Item)**

We have affirmed easements with MDOT, AND we have final grant agreement execution with the DNR. As such, we are off to the races. I hope to be in a position to seek bids in the next month or two, as final reviews of plans and specifications conclude with the MDOT.

On a related note, we need to finalize our reciprocal commitments with Flint Township. Since this trail is partially in Flint Township, there has been a commitment and understanding that the city would construct that portion. The township will be financially responsible for the costs of said construction, however, the city would split the MDOT grant with Flint Township as it is pro-rated. For example, if the grant covers half of the construction costs for the entire project, Flint Township would be reimbursed for half of the expenses that occur within their jurisdiction. This is approximately 15% of the grant amount.

To that end, I have asked our attorney to craft a simple agreement to formalize these terms, prior to project letting. This is attached. Flint Township has already approved it on their end, so we are good to go!

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

We are working on the four easements that are required for this project. Three have been signed already (school, Kincaid fair grounds, and Kincaid Apartments. We continue to communicate with the farmers on Bristol Road by Elms Elementary (Jaworsky). We are conducting an appraisal for Jaworsky, as required by MDOT, but this should result in an agreeable purchase for the city council to consider.

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

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

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

Burrito Bros, 8013 Miller, is applying for the Development District Liquor License. The council has resolved to support this. They have been engaging in due diligence on their end, and I have been sending information to the state in preparation, including the city's DDA plan and recent public and private investment. This demonstrates the area and business qualifications.

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

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

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

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

✓ **TAX REVERTED PROPERTY USE (Update)**

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

✓ **8002 MILLER (Update)**

The tenant has paid the money owing during the court action. She still occupies the structure and should be getting notice from our attorney regarding deficiencies and expectations. We do not wish to sit on this for months and months while debt accrues. At this point, we are on track to begin evictions again on short notice.

✓ **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 this funds on September 2nd. Work will be in 2023 for the downtown sidewalks though.

✓ **GIS MAPS (No Change of Status)**

We are looking at activating our GIS by further auditing the data and creating 'widgets' to help us with specific tasks. The widgets would be applications that are made specifically to perform and track tasks, such as hydrant flushing, valve turning, and sewer cleaning. These applications will serve as a depository for GIS information on the asset, its current status, and future management. Depending on the scope of work, we may bring some of the proposals for application creation to the city council.

As of writing, we learned that we may be able to inventory our assets at an even lower price, enabling us to inventory sidewalk, traffic signs, and right-of-way trees. With the ability to tie these assets to our work order system, we may be able to construct and use one of the most advanced GIS/work order systems in the region. This would help us tremendously in our ability to conduct long term maintenance and capital improvement planning.

✓ **DISC GOLF (No Change of Status)**

Otterburn Park and the disc golf course is moving into the next phase! Basket 18 (the sledding hill) is looking amazing! The contractor is smoothing out some fairways and adding some topography to the rest of the course. We also have a plan for a circle-drive parking lot, with pavilion.

The disc golf committee has been working hard to place holes for baskets, clear fairways, and raise funds. They have been out there doing some very intense volunteering in October.

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

CIB, in conjunction with Smith Group, are working on the Master Plan/DDA Plan. The planning commission, along with the steering committee and focus group, have made a lot of progress on the design guidelines and downtown subarea plans. There should be a composite draft of the master plan, including vision, goals, and objectives for the January meeting. I do not have anything at this point.

The Planning Commission is the forum for most of the review, with the DDA invited to participate in all PC meetings. All city officials are encouraged to take a very active role in this process. Formal review and public hearings will be conducted at the PC, DDA, and Council level as required by statute.

Formalization of the plan is likely going to be in early 2022.

✓ **RACEWAY** *(No Change of Status)*

The owner is holding some degree of hope for new legislation to enable racing. However, they continue to proceed with reuse. GM is temporarily storing cars onsite. The owner is also looking to engage in our master plan process. Again, I think they are considering marijuana uses so start pondering that and seeking input from constituents.

The previous report follows.

I have reached out to the state MEDC folks to see what assistance we may get to plan, market, or rehabilitate the site. I am getting positive feedback so far, but we have not concluded anything.

The raceway owner is ready to move on. They are going to test the market for possible buyers and users of the site. We have been communicating with them concerning the city's ability to provide services, specifically traffic to the site. We have also been stressing our desire to place low-impact uses there that compliment (or at least are not detrimental) to the adjacent properties.

This conversation has led us away from high-traffic retail and apartment uses. We are leaning towards consideration of a modern light industrial park. This could provide daily users that complement the downtown and retail of the city, while having a low impact on services and the surrounding areas. Of course, a site this size is likely to have multiple users and might still offer sites for hospitality, hotel, or condo space. We would need to work on a plan together to ascertain how the community should proceed.

I also suspect that the owner will get potential buyers in the marijuana growing or production industries. This is something that the city considered when the five medical marijuana license types were decriminalized in Michigan. All such licenses were prohibited. With the impact of such sites (growing and production only; not retail) being

observable in more and more Michigan communities, our community should revisit this as a potential springboard to getting the site functional.

✓ **COVID AID (Update)**

Big news is out for ARPA aid to the city. Because our amount is under \$10,000,000, we can account for the funds as revenue loss. This will make use and reporting extremely easy. We no longer need to stick to the specific eligible uses that were originally outlined. With that said, I continue to propose a conservative approach.

I absolutely advise against new or special projects with these funds. There are a ton of unfunded needs in our six-year capital improvement plan that we can address, as well as routine maintenance. I suspect these funds, as spent from the general fund, will go quickly. We have needs apparent with the civic parking lot, numerous streets, park equipment, city hall flooring/furnishes, public safety needs...the list goes on.

✓ **PAVILION COMMITMENT (Update)**

We applied for county ARPA funds to get the pavilion funded and upgraded. As such, we await news prior to working on the scope or bid documents. The previous report follows:

The city council has committed to installing a pavilion at Otterburn Park, including a commitment of \$20,000. I have reached out to four area builders about the creation of a concept and pricing thereof. One was initially helpful, but they have been non-communicative lately. I have gotten an initial response from a couple others, but there has been no follow up. Most recently, J.W. Morgan has agreed to sit down with the family and myself.

It appears there is basic agreement on an initial concept, which is to be a 30x40 slab with a pole barn style pavilion. No restrooms, power, or other features are included at this time. The contractor is going to scope a pavilion that resembles one that they constructed at Elms Elementary.

With current pricing, we will use this as a starting point to finalize a concept with the park board. Once complete, fundraising can begin. At this point, the family feels some pressure on the matter, especially during the holiday season, and they would like to ease up on the pace a bit. This is perfectly acceptable to us. It simply means that 2022 may be more of a fundraising year than an early construction year. Given our status at Otterburn, this works out well.

The park board is still taking the lead on this, with close input by Jentery's family. I will keep the council informed.

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

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

✓ **SECURITY CAMERAS** *(Update)*

We got a second proposal on cameras, including system design advice (locations, coverage, etc.). It is way higher. I also got pricing from Comcast on high speed internet to the site. At first, they wanted us to run fiber, but this would have been over \$1,000 a month. I requested coaxal pricing, which should be \$100 or \$200 a month. At this point, it appears that connectivity is best achieved through the wired system (Xfinity) instead of 4G.

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

✓ **SEWER TRUCK** *(No Change of Status)*

We have some initial cost-benefit analysis done. However, we are not sold on a recommendation yet. Given the staffing needs to effectively administer this program, we do not feel like we are in a great position at the current time. I see this being delayed. The previous report follows:

We have looked at five years' worth of contracted jetting services (non-routine). These average \$3,325 a year. Based upon the proposed cleaning/jetting price for routine services, we are pricing \$76,507 a year (25,502 lineal feet at year at \$3.25/ft.). Lastly, we are estimating a conservative \$40,000 for storm sewer cleaning (lineal feet and catch basin count is yet unknown). In total, this equates to \$119,832 per year.

We estimate our equipment purchase price to be ~\$45,000 per year (accounting for purchase and resale). This leaves \$74,832 for labor, fuel, disposal fees, and miscellaneous expenses. Assuming an \$80/hour equipment operation and labor charge for a single operator, we have about 935 labor hours included in that cost (about half a full time employee or a crew of two for four months).

These are very conceptual numbers, but they put us in a reasonable place in my opinion. None of these calculations include the potential for contracted use in other communities, use of the hydro excavator, or training.

Again, there is no recommendation from staff at this point, but we are very interested to hear what council members think of the concept as it is shaping up. The previous report follows:

In an effort to ensure great sewer reliability and long term asset management, Mr. Bincsik has been weighing the benefit of purchasing a sewer jetting truck. Having such a piece of equipment will eliminate our need to rely on third party contractors during after-hour sewer backups, a tenuous proposition these days.

The purchase will also enable us to conduct our own main line jetting program. This is something we absolutely cannot do at this time without large scale contracted services. Even then, we are lucky to clear each main line every 10 years. With our own piece of

equipment, we would look to clear each main line every 3-5 years, with problem areas addressed every year or so (Miller and Elms).

The cost is substantial (~\$450,000), but it will reduce our need to contract with private sewer cleaning companies. Most importantly, it will enable our own crews to respond to emergencies involving the sanitary and storm sewer system. We will certainly see a reduction in contracted jetting services, but I expect no overall savings when weighed against the purchase. However, we still recommend looking at this option, since the goal is to enhance our services. The sewer fund IS in a position to cover the purchase and operating costs.

Another benefit is that this will bring high-level work back 'in-house'. This will enable us to supply more labor hours to the DPW in general, thereby offsetting the cost of an additional labor position. This is something we have been working towards for some time to have a larger scale of operations throughout the year.

At any rate, we are only including this narrative, an email price quote, and some images at this time. If there is an appetite to move in this direction, we can indicate our interest and bring back a formal proposal or set of proposals for such equipment. Mr. Bincsik may be at our meeting to indicate his preference for this make and model.

✓ **METRO POLICE INTERLOCAL (Update)**

The council approved all proposed interlocal agreement amendments. Mundy reviewed these on December 13th. As usual, they wanted to change a word or move a comma. As such, we will have a revision to approve. To keep the form simple and to eliminate confusion down the road concerning what is approved, I am including the complete revision. The change is to item #5, amending Section 4.11 - Fiduciary Duties to remove two references to members of the Police Authority Board

✓ **AMBULANCE SERVICE (Business Item)**

I am including a legal opinion that was sent to us. The opinion appears to have been sent to all or many communities in Genesee County. It counsels local units of government to refrain from dedicated ambulance service agreements. However, our attorney does not see an issue with proceeding. He has been working with many small communities on this matter and believes there will not be reasonable local liability.

The previous report follows:

It appears that Genesee County 911 is going to be recognizing dedicated municipal ambulance service. It also appears that such agreements can now be entered into and acted upon in the near future during dispatch. This concept is a continuation of our earlier reports and discussions about ambulance service in the county. The idea is that all ambulances congregate in specific areas in order to get directed to areas of high-call volume, leaving much of the county with long response times.

With dedicated service agreements, ambulance providers feel they can disperse their fleet more liberally and still maintain call volumes. Mr. Plumb (the Swartz Creek fire chief and Deputy Director of 911) believes this system will work. He encourages the city to consider this as an option. To that end, I have reached out to Medstar, located in Mundy

Township off Hill Road. Mundy and Gaines appear to be looking for dedicated service from this provider as well. Once I get something from them, we can look to proceed.

✓ **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 Planning Commission met on November 2, 2021. They held a public hearing and further deliberated on a new pond ordinance that will provide a basis for review of ponds as an accessory use.

The master plan draft is still in progress. As such, there was not a review at this meeting. Attendance has been an issue this fall for members of the commission. We only had five of nine for the October meeting. The next meeting is scheduled for February 1, but I expect this will be rescheduled due to timing with the holidays and related travel of involved parties.

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

The DDA activity is mostly limited to the master plan, which is no small matter. The master plan is focusing on downtown sub-area plans and design guidelines. While the DDA has not met since August, they are requested to attend to plan drafts and to participate in planning commission meetings. Their next meeting is scheduled for February 10, 2022.

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

The ZBA met on October 20 to hear a variance related to the construction of a new condominium outside of the building envelope in Springbrook East. There was a fair amount of public attendance. The variance was approved without conditions. There was no business in November or December. Their next meeting is scheduled for February 16, 2022, but I suspect they will not meet until March 16th.

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

The Park Board met on January 5th. Updates on trails, disc golf, and the pavilion were discussed (see notes above). Gates were due to be installed before Christmas, but they have not been put in yet. The port-a-johns are removed, except for the one by the Elms sledding hill.

The outlook for 2022 is to update the city park plan. There were some ideas already delivered concerning Abrams. As such, we will look to engage Rowe or another contractor to update or write a plan that will guide future policy and spending for our park assets.

Officers were selected for this calendar year, with Mr. Barclay being the Chair, Mrs. Fountain as the Vice Chair, and Mrs. Olger as the Secretary.

In addition, the board recommended approval of the ARPA project for Otterburn Park.

Their next meeting is February 2nd at the city office.

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

The Board of Review met on December 14th at 3pm. This session was to hear qualified errors, principal residence exemptions, poverty exemptions and veteran exemptions.

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

I have been working on getting my election inspectors contacted regarding availability to work this year and informing them of upcoming required training this year. We will be having at least 2 elections this year, August & November. I am always in need of elections workers, if you know anyone that is interested in working, please have them contact me. I have prepared the council member petition packets and have these available. These packets are for Precincts 1-4 and one at Large position.

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

Water main installation on Miller Rd. continues to move toward completion. I just received an update as I'm writing this the contractor has 6 more long side services to complete and the final tie in on the west end of the project and the work will complete from a piping standpoint, less final restoration. Last weekend we had a water main break at Raubinger and Miller Rd's and have asked Dawe's to provide us with a price extending the project replacing the water main up to the creek just west of Raubinger Rd.. We are awaiting the pricing. Again DPS apologizes for any inconveniences caused by water outages, dirty water and traffic issues related to the project. It is normal for infrastructure projects to cause short term inconvenience during the construction period. Once completed the new water main will be a significant improvement to the water system and is expected to provide decades of reliable service to the community.

To date this winter, we have had 9 snow events that have caused salting and/or plowing. The crews are doing a great job keeping up with demands caused by the winter weather and keeping the roads safe for the community. We have taken delivery of our new plow truck. It's a beautiful truck and if you see it out working smile and know it will provide years of reliable service to the community.

✓ **TREASURER UPDATE** *(Update)*

Collection of taxes and water/sewer bills are in full swing. We are on the waiting list with BS&A to get the Uniform Chart of Accounts updates implemented in our General Ledger. Financial aspects of the fleet management plan are being reviewed with the City Manager and DPS Director on an ongoing basis. Routine operations include, but not limited to, processing property tax payments, daily/weekly/monthly journal entries, bank wires, review/approval of accounts payable invoices, building department permits and rental inspection collections, processing payroll, receipt of tax and utility billing payments, accounting for grants and projects and other financial matters impacting the city.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **APPOINTMENT** *(Update)*

With Mr. Cramer's appointment to the council, he is not eligible to serve on the Planning Commission. A replacement is needed.

✓ **LEAK DETECTION SERVICES** *(Business Item)*

Water loss in a water system costs money. Sources of water loss generally include leaking pipes, theft (tampered meters), fire flows, hydrant flushing, and inaccurate meters. We have been working diligently to audit our meter and billing program to ensure we are minimized on that front. There is little further action we can take on flushing, fires, or theft (which we feel is very minimal).

One routine survey we can do to continue to lower water loss is acoustic leak detection. This service was last done in 2017 and massive leaks were detected. We suspect the savings were in the tens of thousands each year, particularly because of a leak in the 12" Miller Road line that was draining into a storm outlet under Elms Road.

We propose we conduct this survey again. The process involves instrument assisted listening on hydrants. Based upon this, a technician can hear and locate leaks to mains, valves, joints, and other appurtenances. This is incredibly accurate. Since we were very pleased with Aqualine in 2017, we propose to use them again. They indicate that they feel the hydrant survey will be sufficient. For an extra fee, they can sound test valves and other system features, but they do not think this will be necessary. The proposal and resolution is included. This is a cheap service for what it delivers.

✓ **SOCCER 5K RUN PERMIT** *(Business Item)*

There is a new race in town! The initial application, which I am including, seeks closure of Miller Road on a Saturday. After speaking to the applicant, the attendance is not likely to warrant road closure. For reference, the city does not close any streets for the other 5K races that are approved (Hometown Days, Jeepers Creekers, and Veteran Run).

I expect to get an updated application and map prior to our meeting. If it is what I expect, we should be able to approve the resolution as written. If not, I will provide information and a recommendation accordingly.

✓ **PARK PLAN UPDATE** *(Business Item)*

Our park plan is due to expire at the end of the year. Having a plan updated and filed every five years is essential to being grant eligible and in good standing with the state. At the January park board meeting, we discussed the merits of a new plan versus an updated plan. Based upon the circumstances, it was felt an updated plan will suffice. The park board was also reasonably comfortable with using Rowe to update the plan. They have done so in the past and have delivered a document that has been used in two successful DNR grants, as well as guiding park spending and investment.

I have a proposal from Rowe included. The base cost is only \$7,500, with many additional and optional services. I recommend the council approve the proposal with options, subject to need by the park board. An authorized amount of \$15,000 should do it.

✓ **COUNCIL MEETING SCHEDULE CHANGE (*Business Item*)**

The Mayor proposes that we meet an hour early for our Valentines Day meeting. This would be a change from a 7pm start on February 14th to 6pm. The reason is to be able to invite the city council to a performance at the Swartz Creek Performing Arts Center.

✓ **CITY COUNCIL MEETING ORDINANCE (*Business Item*)**

As we investigated our regular meeting parameters in the ordinance, we discovered that our meeting location is still on First Street. This is obviously about 20 years out of date. Since we mentioned consideration of our meeting start time, I figure the council may wish to deliberate the entire ordinance prior to a draft. I certainly propose we amend the location. The rest is up to council. The ordinance is below:

Sec. 2-21. - Regular meetings.

(a) The council of the city shall meet in regular session twice each month at 7:00 p.m. at the City Hall located at 5043 First Street, Swartz Creek, Michigan.

(b) If it becomes necessary to meet at a place other than at City Hall, the council shall designate the place of the meeting at the conclusion of the preceding meeting.

(c) The schedule of regular meetings of the council for the next ensuing fiscal year (July 1 through June 30) shall be adopted by the council no later than its regular meeting in the month of June immediately proceeding said fiscal year.

(d) If the date on which any regular meeting is scheduled shall be a holiday, then such regular meeting shall be held at the same time and place on the next secular day which is not a holiday.

(Ord. No. 181, §§ 1—3, 9-8-81; Ord. No. 266, § 1, 2-12-90)

✓ **EXPANDED USE PARK RESERVATION & WAIVER REQUEST (*Business Item*)**

The Art in the Park event is being planned for Elms Park this summer on August 27th. The Kiwanis Club, in partnership with the Swartz Creek Area Art Guild and Swartz Creek Women's Club, have held this event at the park for many years. They are hoping to have an opportunity to hold the event in late August this year. The activities, needs, and setup remain the same as previous years.

Briefly described, the event is an outdoor art fair that is held on a single Saturday in August. There is a setup area for tents immediately west of the main pavilion, a food vendor area east of the tennis courts, and parking on the soccer fields. Setup begins the preceding Friday. About 2,000 attendees are expected.

The dates to hold this event (August 26-27) have been tentatively reserved. It is now appropriate to consider this application under the following applicable conditions:

EXPANDED PARK USE AND RESERVATIONS. Swartz Creek-based organizations (defined as non-profit organizations or institutions with a principle office or auxiliary presence within the Swartz Creek school district) may be permitted the use of designated areas of city parks, including control during hours the parks are closed to the public, subject to the following conditions:

- 1) *Use must be pre-approved by the city council.*
- 2) *The organizations' use of the park area shall not violate any local or state law nor unreasonably interfere with the use and enjoyment of adjacent park areas by others.*
- 3) *The organizations shall hold the city harmless from liability for incidents arising out of the organizations' use of the park area and shall provide evidence of insurance coverage.*
- 4) *The city reserves the right to direct where organizations' structures are installed and activities conducted to minimize damage to park property and facilities and to limit interference with the use of adjacent areas of the park.*
- 5) *Fees shall equal the cost of all pavilion rentals for the park in use on a daily basis. Additional fees may be charged for services requested of the city and negotiated in advance, including use of barricades, additional utilities, port-a-johns, etc.*
- 6) *In no case will use result in a charge for or prohibition on general access to the park by the public, by vehicle or other means.*

Based upon the proposed event and past experiences with this event, I do not see any issues or areas of non-compliance with issuing the reservation.

Related to the reservation, the group is requesting a fee waiver. This is completely up to the city council based upon the following:

Fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city. Monies must be paid at the time of reservation. Cancellations must be made two (2) weeks or more prior to event date and all cancellations are subject to a \$20 fee.

A resolution to permit the reservation and waiver has been included, written in the affirmative. Note that Kiwanis is applying in conjunction with two other local non-profits, the Women's Club and the Art Guild. Mr. Doug Stephens has written a detailed narrative and provided other information about these groups, the event, and the benefits that the event/proceeds bring to the city.

✓ **MID-YEAR BUDGET ADJUSTMENT (*Business Item*)**

The mid-year budget adjustments reflect changes in revenue and expenditure projections for fiscal year ending June 30, 2022. During the year council has passed resolutions that change the budgeted amounts relating to specific projects and purchasing needs. This mid-year adjustment gives the administration an opportunity to make changes to the original budgeted amounts based on updated information.

There is a heading for each fund followed by the revenue changes then the expenditure changes. At the end of each fund section is the total for that fund including all accounts, not just those requiring adjustments. This year, Deanna is providing notes for each adjustment that take the form of a brief explanation in the far right column.

Summarily, there are not any substantial or remarkable changes to any of the funds. The most notable is some additional revenue for the general fund, placing that fund

slightly to the black. We also have a revenue decrease projected for the major street fund that is further reducing fund balance. Note that these are changes only. The funds showing higher expenses than revenues are being impacted by capital projects and purchases, as originally budgeted.

Council Questions, Inquiries, Requests, Comments, and Notes

DPW Staffing: We would like to welcome Mikel (Mike, Michael, Mikel,....he says he answers to them all) to the DPW as a full time maintenance worker. The city is also looking to hire a part time individual or service provider to clean our buildings. This will be more efficient than using DPW full time labor.

Michigan Budget Surplus: Michigan has \$20B extra in the general fund. Unfortunately, one of the popular ideas to deal with all this extra money is to cut personal property taxes. Since this impacts local government tax revenues, we may actually see revenues flat or reduced as a result of Michigan having more money. This is a result of our other property tax revenue being capped at inflation due to proposal A and Headlee.

**City of Swartz Creek
RESOLUTIONS**

Regular Council Meeting, Monday, January 24, 2022, 7:00 P.M.

Motion No. 220124-4A

MINUTES – JANUARY 10, 2022

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, January 10, 2022, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220124-5A

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 January 24, 2022, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220124-6A

CITY MANAGER'S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager's Report of January 24, 2022, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220124-8A

**RESOLUTION TO APPROVE AN EXPANDED USE
RESERVATION AND PARK FEE/DEPOSIT WAIVER
FOR USE OF ELMS PARK FOR A NON-PROFIT ART
EVENT**

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek requires park usage reservations and fees in accordance with adopted rules and regulations; and

WHEREAS, the Swartz Creek Kiwanis Club, in conjunction with the Swartz Creek Area Art Guild and Women's Club is proposing an expanded park use reservation for Elms Park August 26-27, 2022 for the purpose of holding a public art fair; and

WHEREAS, all three groups are recognized non-profits operating in Swartz Creek that meet the requirements for an expanded use reservation; and

WHEREAS, the city park rules and regulations states that "fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city."; and

WHEREAS, the City Council finds the Swartz Creek Kiwanis Club, partnered with the Swartz Creek Area Art Guild and Women's Club, to be a qualifying group with a qualifying activity.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby approves the expanded use reservation of the Swartz Creek Kiwanis Club and waives all fees for the August 26-27, 2022 reservation in Elms Park.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220124-8B

RESOLUTION TO APPROVE A PROFESSIONAL SERVICE AGREEMENT FOR PARK PLAN AMENDMENT SERVICES

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns operates and maintains a system of parks in the community, including grounds, facilities, and equipment; and

WHEREAS, the State of Michigan requires municipalities to have a valid five year park and recreation plan on file in order to be eligible for related state support and grants; and

WHEREAS, the validity of said plans is conditioned upon the meeting of certain narrative, procedural, and technical process and content; and

WHEREAS, the current plan that the city maintains was approved by the city council in 2018 and will expire on December 31, 2022; and

WHEREAS, the city desires to retain a valid plan so that grant eligibility is not compromised and so that the community may rely on current information and goals when establishing annual park related objectives; and

WHEREAS, Rowe Professional Services Company, the creator and amender of the city's current park plan, has submitted a professional service quote and scope of work to amend the existing plan so that it complies with the State of Michigan Department of Natural Resources requirements.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek City Council accepts the proposal, dated January 6, 2022, in the amount of \$15,000 for completion of the 2022 City of Swartz Creek Five Year Park and Recreation Plan.

BE IT FURTHER RESOLVED that the City Council hereby directs the city manager to sign the professional service proposal; to post public workshop, meeting, and hearing notices as needed; and to submit necessary documents to the DNR to secure approval of the plan.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220124-8B

RESOLUTION TO APPROVE A 5K FOOT RACE

Motion by Councilmember: _____

WHEREAS, a community member is planning a charity race on city streets and sidewalks that will occur at 10:00am on April 30, 2022; and

WHEREAS, the race has been reviewed by the Chief of Police and the DPW Director, and it has been determined that no streets require closing, with runners having available sidewalk and park space to utilize.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves the 5K foot race event, contingent upon the participation of private land owners noted on the map, and finds that the application for a street usage permit is not necessary.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220124-8D

**RESOLUTION TO APPROVE LEAK DETECTION
PROFESSIONAL SERVICES**

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns, operates, and maintains a water distribution system, and

WHEREAS, the city has been experiencing higher than normal rates of water loss, and

WHEREAS, audits of billing accounts, large customer meters, and staff leak detection have not found significant sources of water loss, and

WHEREAS, the city is now seeking expert consultation from the Genesee County Drain Commission – Water and Waste Division, as well as other sources, to determine significant sources of loss, and

WHEREAS, Mr. Bincsik, in working with Aqua-Line Leak Detection Services of Findlay, Ohio on components of a private distribution system within the city, has found them to be capable and qualified to perform such services for the city.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council approves the proposal for such professional services, with total costs for the engagement not exceeding \$5,000 for hydrant survey leak detection services as outlined in the proposal dated January 12, 2022.

BE IT FURTHER RESOLVED, that the City Council authorizes and directs the Mayor to execute said proposal on behalf of the city and for the city Treasurer to appropriate such costs to all impacted funds as appropriate.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220124-8E

**A RESOLUTION TO APROVE AN AGREEMENT TO
CONSTRUCT AND SHARE COSTS FOR THE
GENESSEE VALLEY TRAIL EXTENSION IN SWARTZ
CREEK AND FLINT TOWNSHIP**

Motion by Councilmember: _____

WHEREAS, The City of Swartz Creek, through its Parks and Recreation Committee, recognizes a strong need to expand its railway system; and

WHEREAS, the City, in partnership with Genesee County Metropolitan Planning Commission and Flint Township, has planned and designed an extension of the Genesee Valley Trail in Flint Township and Swartz Creek; and

WHEREAS, the City was awarded a Transportation Alternates Program Grant from the Michigan Department of Transportation to cover some costs of the investment; and

WHEREAS, the city shall construct the entire extension, with the understanding that about 85% of the project is in the City and 15% is in the Township; and

WHEREAS, the City and Township agree to be responsible for their respective costs and agree to share in the MDOT TAP grant in amounts that are proportionate to the grant amount divided by the total project amount, multiplied by their respective costs.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby approves the agreement with the Township of Flint to be able to construct a path, assign costs, and reimburse a pro-rated share of grant funds, as included in the city council packet of January 24, 2022, and further authorizes and directs the Mayor to execute said agreement.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220124-8G

**RESOLUTION TO APPROVE VARIOUS AMENDMENTS
TO THE INTERLOCAL AGREEMENT ESTABLISHING
THE METRO POLICE AUTHORITY OF GENESEE
COUNTY**

Motion by Councilmember: _____

WHEREAS, on October 12, 2015, the Parties entered into the Interlocal Agreement establishing a police authority; and

WHEREAS, on September 1, 2016, the Parties entered into the Amendment No. 1 to the Interlocal Agreement whereby the title of the Interlocal Agreement was changed to the “Interlocal Agreement establishing the Metro Police Authority of Genesee County” and the name of the entity created was changed to “The Metro Police Authority of Genesee County”; and

WHEREAS, on December 1, 2018, the Parties entered into Amendment No. 2 to the Interlocal Agreement, which amended Section 3.05 setting forth how the Parties would handle prosecutions and payments from the court; and

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 3 to the Interlocal Agreement, which amended Section 3.04 setting forth the central operations building of the Police Authority and how the Parties would handle future buildings of the Police Authority; and

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 4 to the Interlocal Agreement, which further amended Section 3.05 setting forth further clarification of how the Parties would handle prosecutions and payments from the court;

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 5 to the Interlocal Agreement, which amended Section 4.02, clarifying the powers of the Police Authority Board; and

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 6 to the Interlocal Agreement, which amended Section 4.09, clarifying who appoints the Chief of Police and Deputy Chief of Police of the Police Authority; and

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 7 to the

Interlocal Agreement, which amended Section 4.10, modifying the duties and responsibilities of the Chief of Police and created duties and responsibilities of the Deputy Chief of Police; and

WHEREAS, the Michigan Legislature has adopted new legislation regarding the Michigan Open Meetings act, which modifies the current case law regarding remote meetings and participation. The Police Authority Board is requesting Section 4.04 of the Interlocal Agreement be modified to conform to the newly adopted legislation; and

WHEREAS, representatives of the Police Authority Board feel that the Finance Committee established by Section 4.05 of the Interlocal Agreement is no longer necessary as invoices and accounts payable are emailed to the entire Police Authority Board for review prior to each Police Authority Board meeting; and

WHEREAS, in an effort to assist the Chief of Police in preparation of the budget, the Police Authority Board is requesting the Township Board and City Council to amend the Interlocal Agreement to include a budget committee and a negotiations committee; and

WHEREAS, the Police Authority Board is requesting additional language be added to the Interlocal Agreement clarifying that the position of Deputy Chief of Police is subordinate to the Chief of Police; and

WHEREAS, the Police Authority Board is requesting additional language be added to the Interlocal Agreement clarifying that any promotion to the position of Lieutenant shall be affirmed by the Police Authority Board; and

WHEREAS, as the Police Authority Board continues to progress and evaluate how it conducts business of the Police Authority, the Police Authority Board representatives are recommending the following amendments for consideration by the Township Board and the City Council to assist the Police Authority Board in conducting business of the Police Authority in the future;

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby agrees to enter into Amendment #8 of the Interlocal Agreement as included in the City Council Packet of January 24, 2022.

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

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220124-8H

RESOLUTION TO AMEND THE 2021-2022 COUNCIL MEETING SCHEDULE

Motion by Councilmember: _____

WHEREAS, Act 261 of the Public Acts of the State of Michigan of 1968, as amended, requires a public notice of the schedule of regular meetings of the Swartz Creek City Council be given once each calendar year or fiscal year and that said notice shall show the regular dates and times for the meeting and the place at which meetings are held; and

WHEREAS, the Act directs that notice be posted prominently at the principle office of the City of Swartz Creek or at the public building at which meetings are held or published in the newspaper of general circulation in Swartz Creek, and

WHEREAS, the city council adopted a schedule for the 2022 fiscal year on June 14, 2021 but now finds it desirous to alter the start time of the February 14, 2022 meeting.

NOW, THEREFORE BE IT RESOLVED, pursuant to the Act, public notice is hereby given that regular meeting of February 14, 2022 shall be held in the Paul D. Bueche Municipal Building Council Chambers located at 8083 Civic Drive, Swartz Creek, Michigan, 6:00 P.M.

BE IT FURTHER RESOLVED that the Clerk is hereby directed to post a copy of this resolution in a prominent place in the City Offices of the City of Swartz Creek.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to supply forthwith, upon request, a copy of this resolution to any newspaper of general circulation in the political subdivision in which the meetings will be held and/or to any radio or television station that regularly broadcasts into the City of Swartz Creek.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220124-81

**RESOLUTION TO APPROVE MID-YEAR BUDGET
ADJUSTMENTS**

Motion by Councilmember: _____

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

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

WHEREAS, the City Council has reviewed the City's 2021 – 2022 Revenue and Expenditure Report through December, and finds that it is not in deficit; however, certain department activity line items may be in deficit; and

WHEREAS, the City Council has received a Budget Amendment Summary and Revenue and Expenditure Reports reflecting proposed changes in budgeted items; and

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

WHEREAS, said supplemental documentation shows the new proposed revenue and expenditures by fund.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby authorizes and directs the city treasurer to make all necessary mid-year budget adjustment amendments to all city funds in accordance with the supplemental documentation (pages to) attached.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220124-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of January 24, 2022.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 01/10/2022**

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: Florence, Gilbert, Hicks, Krueger, Pinkston, Henry.

Councilmembers Absent: Vacant At Large.

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

Others Present: Lania Rocha, Andy Harris, Metro PD Chief Bade, Steve Long, Kolby Miller, Fire Chief Dave Plumb, Steve Tabit.

Others Virtually Attended: Chris Stritmatter City Attorney, Bob Plumb, Dennis Cramer.

APPROVAL OF MINUTES

Resolution No. 220110-01

(Carried)

Motion by Councilmember Florence
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday December 13, 2021, to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No. 220110-02

(Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as, amended for the Regular Council Meeting of January 10, 2022, to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Pinkston, Henry, Florence.

NO: None. Motion Declared Carried.

CITY MANAGER'S REPORT

Resolution No. 220110-03

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of January 10, 2022, including reports and communications to be circulated and placed on file.

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

APPROVAL OF AMENDED AGENDA

Resolution No. 220110-04

(Carried)

Motion by Councilmember Henry
Second by Mayor Pro Tem Hicks

I Move the Swartz Creek City Council approve the amended Agenda as, amended for the Regular Council Meeting of January 10, 2022, to be circulated and placed on file.

Unanimous Voice Vote.
Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

COUNCIL BUSINESS:

DEDICATED AMBULANCE SERVICE

DISCUSSION

Kolby Miller representing MedStar, briefly reviewed issues with the current ambulance service, failures, response times and the advantages of using a dedicated service. He recommended the use of a dedicated service.

RESOLUTION TO APPROVE MEDICAL RUNS AS A SERVICE OF THE SWARTZ CREEK AREA FIRE DEPARTMENT

Fire Chief Dave Plumb updated the council on Swartz Creek's medical run service. He requested continuing the service and do an evaluation in a year.

Resolution No. 220110-05

(Carried)

Motion by Councilmember Gilbert
Second by Mayor Pro Tem Hicks

WHEREAS, the City of Swartz Creek operate a joint fire department as established by an interlocal agreement and overseen by the Swartz Creek Area Fire Board; and,

WHEREAS, the interlocal agreement outlines specific services and a specific process for budgetary review and approval by the municipalities; and,

WHEREAS, the SCAFD commenced medical runs as a new service, with the understanding that Clayton Township and Swartz Creek City would review the service and its budget demand after a temporary period of data collection; and,

WHEREAS, the Swartz Creek City Council finds that the medical run service is affordable and valuable as presented by the SCAFD Chief.

NOW, THEREFORE, BE IT RESOLVED THAT the City of Swartz Creek affirms support for the SCAFD medical run program and commits to funding the program for the 2022 calendar year.

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

WATER TOWER INSPECTION PROPOSAL

Resolution No. 220110-06

(Carried)

Motion by Councilmember Pinkston
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek owns, operates, and maintains a water distribution system, including a 300,000 gallon Toro Ellipse Elevated Water Tower; and

WHEREAS, the water tower, though structurally sound, is physically disconnected from the water distribution system; and

WHEREAS, the water tower houses a wireless network provider, school communications, and there is additional demonstrated interest to house wireless cellular carriers and/or city utility reading transponders; and

WHEREAS, the water tower may yet be reconnected to the city and/or county water system to assist with the maintenance of pressures and/or provision of emergency water supplies in the future; and

WHEREAS, alternate uses for the structure may also be advisable or desirable; and

WHEREAS, the tower was last inspected by Dixon Engineering in 2014, which resulted in painting and additional work occurring in 2017; and

WHEREAS, it is advisable to continue periodic inspections of the tower to ensure it is physically safe and able to be put back into service, if needed.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council approves the proposal by Dixon engineering and Inspection Services of Lake Odesa, Michigan, in the amount of \$3,600, as included in the city council packet of January 10, 2022.

BE IT FURTHER RESOLVED that the City Council authorizes and directs the Mayor to execute said proposal on behalf of the city and for the city Treasurer to appropriate such costs to the Water Fund.

Discussion Ensued.

YES: Henry, Florence, Gilbert, Hicks, Krueger, Pinkston.

NO: None. Motion Declared Carried.

Break 7:51 p.m. to 7:58 p.m.

COMMISSION APPOINTMENT

Resolution No. 220110-07

(Carried)

Motion by Councilmember Florence

Second by Councilmember Henry

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

WHEREAS, there exists a vacancy for such a position; and

WHEREAS, said appointment is a Mayoral appointment subject to affirmation of the city council.

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

#220110-07 MAYOR APPOINTMENT: **David Krueger
Metro Police Authority of Genesee County, City Council Member
Three year term, expiring January 31, 2025**

YES: Florence, Gilbert, Hicks, Krueger, Pinkston, Henry.

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE SUBMITTAL OF ARPA PROJECTS TO GENESEE COUNTY

Resolution No. 220110-08

(Carried)

Motion by Councilmember Henry
Second by Councilmember Florence

WHEREAS, the County of Genesee has received ARPA dollars, which can be used on eligible projects within the county, including projects by county municipalities; and

WHEREAS, the Genesee County Board of Commissioners, through the Genesee County Metropolitan Planning Commission, has issued a call for projects to local municipalities within Genesee County, with said submissions due by January 14, 2022; and

WHEREAS, projects are to be COVID eligible and collaborative in nature, with higher priority given to projects with local match and economic impact; and

WHEREAS, the City of Swartz Creek, working closely with Mundy Township on recreational investments, is seeking to activate a regional activity in Otterburn Park, said activity being an 18 basket disc golf course, sledding hill, and gathering space; and

WHEREAS, the project is of the appropriate scale, scope, and other criteria to be eligible and competitive.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek hereby approves submission of the Otterburn Disc Golf Course project and Genesee

Valley Trail Project to the GCMPC for ARPA funds and authorizes and directs the Mayor to sign said project application on behalf of the city.

Discussion Ensued.

YES: Florence, Gilbert, Hicks, Krueger, Pinkston, Henry.

NO: None. Motion Declared Carried.

RESOLUTION TO FILL CITY COUNCIL VACANCY

Resolution No. 220110-09

(Carried)

Motion by Councilmember Henry

Second by Councilmember Florence

WHEREAS City Council Member Fountain relocated from the city and vacated her at-large city council seat, effective on December 18, 2021, and;

WHEREAS, the City Charter, Section 4.7, requires the seat be filled within thirty days with a qualifying elector, and;

WHEREAS, Dennis Cramer, a qualifying resident of the city, has volunteered to serve in the capacity as an at-large Swartz Creek City Council Member, and;

WHEREAS, Dennis Cramer has been found to satisfy the criteria to hold office as a City Council Member,

NOW, BE IT RESOLVED that the Swartz Creek City Council hereby appoints Dennis Cramer to the vacant at-large City Council seat of Mrs. Fountain, as outlined in the city charter.

BE IT FURTHER RESOLVED that City Clerk is directed to administer the oath of office to Dennis Cramer and execute other related administrative functions necessary to formalize his/her status as a City Council Member prior to the regular meeting of January 24, 2022.

Discussion Ensued.

YES: Hicks, Krueger, Pinkston, Henry, Florence.

NO: Gilbert. Motion Declared Carried.

RESOLUTION TO RECOMMEND APPROVAL OF A LIQUOR LICENSE FOR 8013 MILLER ROAD

Resolution No. 220110-10

(Carried)

Motion by Councilmember Hicks

Second by Councilmember Florence

WHEREAS, the City of Swartz Creek has assigned all geography allocated unclaimed Class C Liquor Licenses as relegated by the State of Michigan Liquor Control Commission; and

WHEREAS, the City of Swartz Creek established a Downtown Development Authority District under Public Act 197 of 1975, as amended; and

WHEREAS, businesses in the DDA are eligible for a new Development District on-premise liquor license under MCL 436.1521a(1)(b), if the development district, city, and applicant meet certain qualifications, those qualifications include but are not limited to: the investment of over \$200,000 within the development district in the preceding five years; the ability of the establishment to seat at least 25 persons; the business must be related to dining, entertainment, or recreation; the business must invest at least \$75,000 in the establishment; and

WHEREAS, the owner of 8013 Miller Road (a former restaurant), AVH Lockhart, LLC., is applying for such a license to be used onsite with the intention of operating a restaurant/tavern at the site; and

WHEREAS, the City of Swartz Creek and the Swartz Creek Downtown Development Authority allow and encourage such uses within the Central Business District; and

WHEREAS, the City of Swartz Creek finds that the applicant appears to satisfy the local and statutory requirements necessary to operate a tavern at 8013 Miller Road.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek recommends that the application by AVH Lockhart, LLC for a new on-premises Class C Liquor License for 8013 Miller Road, Swartz Creek, Michigan, as applied for under MCL 436.1521a(1)(b), be considered for approval by the Michigan Liquor Control Commission.

Discussion Ensued.

YES: Hicks, Krueger, Pinkston, Henry, Florence, Gilbert.

NO: None. Motion Declared Carried.

8002 Miller Rd

DISCUSSION

City Manager Adam Zettel wants to know the council's pleasure on proceeding with eviction of the current tenant. Mr. Stritmatter City Attorney updated the council that the required monies due was received by the deadline. Since the court mandate she has accumulated several months owing. Mr. Stritmatter has had contact with the tenant and expressed that the council is growing weary of the tenant's lack of communication. The

council requested the attorney send the tenant a letter detailing all the issues and requesting resolutions from the tenant on the issues within a specific time frame.

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR THE GENESEE VALLEY TRAIL EXTENSION FUNDED BY THE TRANSPORTATION ALTERNATIVES PROGRAM

Resolution No. 220110-11

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

WHEREAS, the Transportation Alternatives program is a federally funded program administered in Michigan by the Michigan Department of Transportation (MDOT); and

WHEREAS, the City of Swartz Creek has been awarded funds through MDOT from the Transportation Alternatives Program to construct non-motorized trail improvements known as the Genesee Valley Trail Extension; and

WHEREAS, MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects.

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized Adam Zettel, City Manager, to act as agent on behalf of the City to request Transportation Alternatives Program funding, to act as the applicant's agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, the funds necessary to carry out the project, including engineering for design and construction, permit fees, administration costs, cost overruns, and matching funds equal to 80% of the overall project cost.

BE IT FURTHER RESOLVED THAT, the City commits to establishing the ownership, operation, funding and implementation of a maintenance program over the design life of the facilities constructed with Transportation Alternatives Program funding.

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

MEETING OPENED TO THE PUBLIC:

Dennis Cramer 5299 Worchester Drive thanked the council for vote of confidence and approval for the councilmember appointment.

REMARKS BY COUNCILMEMBERS:

Councilmember Florence the Genesee Wind Symphony was a wonderful presentation.

Mayor Krueger commented on his write up on the symphony in the Winter newsletter going out now.

ADJOURNMENT

Resolution No. 220110-12

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular meeting at 8:37 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK
PERIOD ENDING 12/31/2021

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021	AVAILABLE BALANCE	% BDGT USED
<hr/>					
Fund 101 - General Fund					
Revenue					
000.000 - General	2,374,764.00	2,374,764.00	2,230,889.32	143,874.68	93.94
172.000 - Executive	0.00	0.00	9,350.00	(9,350.00)	100.00
215.000 - Administration and Clerk	30.00	30.00	0.00	30.00	0.00
301.000 - Police Dept	4,250.00	4,250.00	8,127.40	(3,877.40)	191.23
336.000 - Fire Department	0.00	0.00	1,560.29	(1,560.29)	100.00
345.000 - PUBLIC SAFETY BUILDING	26,500.00	26,500.00	11,713.60	14,786.40	44.20
371.000 - Building/Zoning/Planning	54,950.00	54,950.00	41,452.75	13,497.25	75.44
410.000 - Building & Zoning & Planning	0.00	0.00	135.00	(135.00)	100.00
444.000 - Sidewalks	1,500.00	1,500.00	0.00	1,500.00	0.00
448.000 - Lighting	9,221.52	9,221.52	3,860.76	5,360.76	41.87
523.000 - Grass, Brush & Weeds	4,000.00	4,000.00	2,915.00	1,085.00	72.88
694.000 - Community Development Block Grant	37,822.50	37,822.50	0.00	37,822.50	0.00
728.005 - Holland Square Streetscape	40,000.00	40,000.00	40,000.00	0.00	100.00
780.500 - Mundy Twp Park Services	17,000.00	17,000.00	2,982.00	14,018.00	17.54
782.000 - Facilities - Abrams Park	140.00	140.00	70.00	70.00	50.00
783.000 - Facilities - Elms Rd Park	6,500.00	6,500.00	2,800.00	3,700.00	43.08
786.000 - Non-Motorized Trailway	813,500.00	813,500.00	0.00	813,500.00	0.00
790.000 - Facilities-Senior Center/Libr	5,300.00	5,300.00	2,306.64	2,993.36	43.52
<hr/>					
TOTAL REVENUES	3,395,478.02	3,395,478.02	2,358,162.76	1,037,315.26	
Expense					
000.000 - General	13,520.00	13,520.00	6,759.30	6,760.70	49.99
101.000 - Council	25,448.50	25,269.07	14,442.47	10,826.60	57.15

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021	AVAILABLE BALANCE	% BDGT USED
172.000 - Executive	114,594.96	135,163.40	83,533.77	51,629.63	61.80
215.000 - Administration and Clerk	30,870.00	30,870.00	13,326.15	17,543.85	43.17
228.000 - Information Technology	17,000.00	17,000.00	12,035.20	4,964.80	70.80
247.000 - Board of Review	2,520.00	2,520.00	581.30	1,938.70	23.07
253.000 - Treasurer	100,265.60	100,265.60	51,689.93	48,575.67	51.55
257.000 - Assessor	45,016.00	70,016.00	19,094.43	50,921.57	27.27
262.000 - Elections	36,122.00	36,122.00	6,479.36	29,642.64	17.94
265.000 - Facilities - City Hall	26,150.76	26,099.76	6,139.34	19,960.42	23.52
266.000 - Legal Council	18,000.00	18,000.00	7,099.58	10,900.42	39.44
301.000 - Police Dept	7,900.00	7,951.00	11,775.90	(3,824.90)	148.11
301.266 - Legal Council PSFY	17,000.00	17,000.00	10,374.00	6,626.00	61.02
301.851 - Retiree Employer Health Care PSFY	21,000.00	21,000.00	10,369.93	10,630.07	49.38
334.000 - Metro Police Authority	1,060,000.00	1,060,000.00	534,668.00	525,332.00	50.44
336.000 - Fire Department	160,634.00	172,748.63	141,595.65	31,152.98	81.97
345.000 - PUBLIC SAFETY BUILDING	34,932.96	34,593.46	15,966.60	18,626.86	46.15
371.000 - Building/Zoning/Planning	138,690.12	148,690.12	73,891.23	74,798.89	49.69
410.000 - Building & Zoning & Planning	0.00	0.00	9,487.01	(9,487.01)	100.00
444.000 - Sidewalks	1,200.00	1,200.00	0.00	1,200.00	0.00
448.000 - Lighting	106,000.00	106,000.00	42,791.54	63,208.46	40.37
523.000 - Grass, Brush & Weeds	1,200.00	1,200.00	995.00	205.00	82.92
567.000 - Facilities - Cemetery	2,083.16	2,083.16	799.52	1,283.64	38.38
694.000 - Community Development Block Grant	39,832.50	39,832.50	72.98	39,759.52	0.18
728.000 - Economic Development	350.00	350.00	427.44	(77.44)	122.13

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021	AVAILABLE BALANCE	% BDGT USED
780.500 - Mundy Twp Park Services	7,483.00	7,483.00	3,298.66	4,184.34	44.08
781.000 - Facilities - Pajtas Amphitheater	2,705.00	2,705.00	3,453.12	(748.12)	127.66
782.000 - Facilities - Abrams Park	37,830.05	37,830.05	12,262.53	25,567.52	32.41
783.000 - Facilities - Elms Rd Park	83,812.94	83,812.94	32,811.89	51,001.05	39.15
784.000 - Facilities - Bicentennial Park	2,194.00	2,194.00	628.82	1,565.18	28.66
786.000 - Non-Motorized Trailway	824,200.00	827,970.00	18,045.31	809,924.69	2.18
787.000 - Veterans Memorial Park	3,045.90	3,045.90	1,996.08	1,049.82	65.53
788.000 - Otterburn Disc Golf Park	10,000.00	10,000.00	1,729.90	8,270.10	17.30
790.000 - Facilities-Senior Center/Libr	32,340.34	32,200.00	12,080.10	20,119.90	37.52
793.000 - Facilities - City Hall	0.00	0.00	2,512.55	(2,512.55)	100.00
794.000 - Community Promotions Program	48,244.20	48,244.20	23,482.60	24,761.60	48.67
796.000 - Facilities - Cemetery	0.00	0.00	53.33	(53.33)	100.00
797.000 - Facilities - City Parking Lots	6,800.00	6,800.00	2,870.17	3,929.83	42.21
851.000 - Retired Employee Health Care	21,000.00	21,000.00	8,169.34	12,830.66	38.90
965.000 - Transfers Out	250,000.00	250,000.00	250,000.00	0.00	100.00
TOTAL EXPENDITURES	3,349,985.99	3,420,779.79	1,447,790.03	1,972,989.76	
Fund 101 - General Fund:					
TOTAL REVENUES	3,395,478.02	3,395,478.02	2,358,162.76	1,037,315.26	69.45
TOTAL EXPENDITURES	3,349,985.99	3,420,779.79	1,447,790.03	1,972,989.76	42.32
NET OF REVENUES & EXPENDITURES	45,492.03	(25,301.77)	910,372.73	(935,674.50)	
Fund 202 - Major Street Fund					
Revenue					
000.000 - General	525,080.00	525,080.00	195,436.99	329,643.01	37.22
441.000 - Miller Rd Park & Ride	5,000.00	5,000.00	599.47	4,400.53	11.99
478.000 - Snow & Ice Removal	2,100.00	2,100.00	0.00	2,100.00	0.00

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021	AVAILABLE BALANCE	% BDGT USED
931.000 - Transfers IN	575,000.00	575,000.00	575,000.00	0.00	100.00
TOTAL REVENUES	1,107,180.00	1,107,180.00	771,036.46	336,143.54	
Expense					
228.000 - Information Technology	1,225.00	1,225.00	484.25	740.75	39.53
429.000 - Occupational Safety	0.00	0.00	113.99	(113.99)	100.00
441.000 - Miller Rd Park & Ride	6,126.15	6,126.15	2,066.10	4,060.05	33.73
449.500 - Right of Way - General	15,000.00	15,000.00	34.48	14,965.52	0.23
449.501 - Right of Way - Storms	25,000.00	25,000.00	0.00	25,000.00	0.00
452.100 - Safe Routes to School Grant	113,200.00	113,200.00	24,233.81	88,966.19	21.41
454.000 - Major Streets Projects	175,700.00	193,550.00	25,485.50	168,064.50	13.17
463.000 - Routine Maint - Streets	156,558.87	156,686.67	27,976.12	128,710.55	17.85
463.307 - Oakview - Seymour to Chelmsford	489,192.92	666,301.72	666,301.72	0.00	100.00
473.000 - Routine Maint - Bridges	1,500.00	1,500.00	0.00	1,500.00	0.00
474.000 - Traffic Services	59,184.00	59,184.00	10,375.61	48,808.39	17.53
478.000 - Snow & Ice Removal	57,425.00	57,425.00	7,843.27	49,581.73	13.66
482.000 - Administrative	15,707.00	15,707.00	6,046.81	9,660.19	38.50
538.500 - Intercommunity storm drains	12,500.00	12,500.00	2,691.32	9,808.68	21.53
TOTAL EXPENDITURES	1,128,318.94	1,146,296.74	773,652.98	372,643.76	
Fund 202 - Major Street Fund:					
TOTAL REVENUES	1,107,180.00	1,107,180.00	771,036.46	336,143.54	69.64
TOTAL EXPENDITURES	1,128,318.94	1,146,296.74	773,652.98	372,643.76	67.49
NET OF REVENUES & EXPENDITURES	(21,138.94)	(39,116.74)	(2,616.52)	(36,500.22)	
Fund 203 - Local Street Fund					
Revenue					
000.000 - General	176,535.00	176,535.00	59,151.03	117,383.97	33.51
449.000 - Right of Way Telecomm	15,000.00	15,000.00	0.00	15,000.00	0.00
478.000 - Snow & Ice Removal	1,400.00	1,400.00	0.00	1,400.00	0.00

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021	AVAILABLE BALANCE	% BDGT USED
931.000 - Transfers IN	100,000.00	100,000.00	100,000.00	0.00	100.00
TOTAL REVENUES	292,935.00	292,935.00	159,151.03	133,783.97	
Expense					
228.000 - Information Technology	1,225.00	1,225.00	484.26	740.74	39.53
429.000 - Occupational Safety	33.53	33.53	0.00	33.53	0.00
449.500 - Right of Way - General	27,500.00	27,500.00	7,484.54	20,015.46	27.22
449.501 - Right of Way - Storms	1,500.00	1,500.00	871.64	628.36	58.11
455.000 - Local Street Projects	0.00	205,344.00	0.00	205,344.00	0.00
463.000 - Routine Maint - Streets	283,091.05	283,140.73	23,790.33	259,350.40	8.40
463.107 - Chelmsford - Seymour to Oakview	318,712.17	444,201.13	444,201.13	0.00	100.00
474.000 - Traffic Services	18,797.00	18,797.00	1,615.82	17,181.18	8.60
478.000 - Snow & Ice Removal	42,646.00	42,646.00	4,607.23	38,038.77	10.80
482.000 - Administrative	18,325.00	18,325.00	4,534.92	13,790.08	24.75
538.500 - Intercommunity storm drains	10,000.00	10,000.00	2,691.32	7,308.68	26.91
TOTAL EXPENDITURES	721,829.75	927,223.43	490,281.19	436,942.24	
Fund 203 - Local Street Fund:					
TOTAL REVENUES	292,935.00	292,935.00	159,151.03	133,783.97	54.33
TOTAL EXPENDITURES	721,829.75	927,223.43	490,281.19	436,942.24	52.88
NET OF REVENUES & EXPENDITURES	(428,894.75)	(634,288.43)	(331,130.16)	(303,158.27)	
Fund 204 - MUNICIPAL STREET FUND					
Revenue					
000.000 - General	663,443.00	663,443.00	693,102.00	(29,659.00)	104.47
TOTAL REVENUES	663,443.00	663,443.00	693,102.00	(29,659.00)	
Expense					
905.000 - Debt Service	169,409.62	169,409.62	11,683.14	157,726.48	6.90
965.000 - Transfers Out	500,000.00	500,000.00	500,000.00	0.00	100.00
TOTAL EXPENDITURES	669,409.62	669,409.62	511,683.14	157,726.48	

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 204 - MUNICIPAL STREET FUND:					
TOTAL REVENUES	663,443.00	663,443.00	693,102.00	(29,659.00)	104.47
TOTAL EXPENDITURES	669,409.62	669,409.62	511,683.14	157,726.48	76.44
NET OF REVENUES & EXPENDITURES	(5,966.62)	(5,966.62)	181,418.86	(187,385.48)	
Fund 226 - Garbage Fund					
Revenue					
000.000 - General	431,875.00	431,875.00	433,443.07	(1,568.07)	100.36
TOTAL REVENUES	431,875.00	431,875.00	433,443.07	(1,568.07)	
Expense					
101.000 - Council	3,903.13	3,903.13	2,518.98	1,384.15	64.54
172.000 - Executive	8,768.24	8,768.24	4,412.16	4,356.08	50.32
215.000 - Administration and Clerk	4,476.00	4,476.00	1,806.39	2,669.61	40.36
228.000 - Information Technology	1,800.00	1,800.00	1,226.94	573.06	68.16
253.000 - Treasurer	16,979.60	16,979.60	13,533.72	3,445.88	79.71
257.000 - Assessor	800.00	800.00	0.00	800.00	0.00
265.000 - Facilities - City Hall	4,939.28	4,939.28	1,563.65	3,375.63	31.66
528.000 - Sanitation Collection	324,932.08	324,932.08	132,558.19	192,373.89	40.80
530.000 - Wood Chipping	55,129.08	55,529.16	27,277.91	28,251.25	49.12
782.000 - Facilities - Abrams Park	7,731.00	7,731.00	5,707.91	2,023.09	73.83
783.000 - Facilities - Elms Rd Park	13,141.00	13,141.00	7,779.40	5,361.60	59.20
793.000 - Facilities - City Hall	0.00	0.00	337.58	(337.58)	100.00
TOTAL EXPENDITURES	442,599.41	442,999.49	198,722.83	244,276.66	
Fund 226 - Garbage Fund:					
TOTAL REVENUES	431,875.00	431,875.00	433,443.07	(1,568.07)	100.36
TOTAL EXPENDITURES	442,599.41	442,999.49	198,722.83	244,276.66	44.86
NET OF REVENUES & EXPENDITURES	(10,724.41)	(11,124.49)	234,720.24	(245,844.73)	
Fund 248 - Downtown Development Fund					
Revenue					
000.000 - General	88,007.00	88,007.00	36,967.29	51,039.71	42.00

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021	AVAILABLE BALANCE	% BDGT USED
TOTAL REVENUES	88,007.00	88,007.00	36,967.29	51,039.71	
Expense					
173.000 - DDA Administration	2,804.00	2,804.00	2,500.51	303.49	89.18
728.002 - Streetscape	41,945.00	41,945.00	40,000.00	1,945.00	95.36
728.003 - Facade Program	12,500.00	12,500.00	0.00	12,500.00	0.00
728.004 - Family Movie Night	5,181.75	5,181.75	2,285.00	2,896.75	44.10
TOTAL EXPENDITURES	62,430.75	62,430.75	44,785.51	17,645.24	
Fund 248 - Downtown Development Fund:					
TOTAL REVENUES	88,007.00	88,007.00	36,967.29	51,039.71	42.00
TOTAL EXPENDITURES	62,430.75	62,430.75	44,785.51	17,645.24	71.74
NET OF REVENUES & EXPENDITURES	25,576.25	25,576.25	(7,818.22)	33,394.47	
Fund 402 - Fire Equip Replacement Fund					
Revenue					
000.000 - General	200.00	200.00	3.92	196.08	1.96
931.000 - Transfers IN	75,000.00	75,000.00	75,000.00	0.00	100.00
TOTAL REVENUES	75,200.00	75,200.00	75,003.92	196.08	
Expense					
336.000 - Fire Department	0.00	60,000.00	0.00	60,000.00	0.00
TOTAL EXPENDITURES	0.00	60,000.00	0.00	60,000.00	
Fund 402 - Fire Equip Replacement Fund:					
TOTAL REVENUES	75,200.00	75,200.00	75,003.92	196.08	99.74
TOTAL EXPENDITURES	0.00	60,000.00	0.00	60,000.00	0.00
NET OF REVENUES & EXPENDITURES	75,200.00	15,200.00	75,003.92	(59,803.92)	
Fund 590 - Water Supply Fund					
Revenue					
000.000 - General	1,100.00	1,100.00	92.90	1,007.10	8.45
540.000 - Water System	2,184,700.00	2,184,700.00	1,119,913.54	1,064,786.46	51.26
543.230 - Water Main Repair USDA Grant	785,000.00	785,000.00	639,839.39	145,160.61	81.51
TOTAL REVENUES	2,970,800.00	2,970,800.00	1,759,845.83	1,210,954.17	
Expense					
101.000 - Council	13,208.82	13,096.67	6,296.98	6,799.69	48.08

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021	AVAILABLE BALANCE	% BDGT USED
172.000 - Executive	32,468.60	32,340.32	16,579.41	15,760.91	51.27
215.000 - Administration and Clerk	15,467.00	15,467.00	6,683.60	8,783.40	43.21
228.000 - Information Technology	5,925.00	5,925.00	3,355.43	2,569.57	56.63
253.000 - Treasurer	63,947.00	63,947.00	36,585.92	27,361.08	57.21
265.000 - Facilities - City Hall	12,641.35	12,641.35	3,952.37	8,688.98	31.27
540.000 - Water System	2,168,464.32	2,170,523.17	730,498.90	1,440,024.27	33.66
542.000 - Read and Bill	52,590.00	52,590.00	15,068.21	37,521.79	28.65
543.230 - Water Main Repair USDA Grant	1,215,556.27	1,215,556.27	684,935.49	530,620.78	56.35
793.000 - Facilities - City Hall	0.00	0.00	840.77	(840.77)	100.00
850.000 - Other Functions	11,300.00	11,300.00	0.00	11,300.00	0.00
905.000 - Debt Service	38,997.88	45,997.88	36,612.83	9,385.05	79.60
TOTAL EXPENDITURES	3,630,566.24	3,639,384.66	1,541,409.91	2,097,974.75	
Fund 590 - Water Supply Fund:					
TOTAL REVENUES	2,970,800.00	2,970,800.00	1,759,845.83	1,210,954.17	59.24
TOTAL EXPENDITURES	3,630,566.24	3,639,384.66	1,541,409.91	2,097,974.75	42.35
NET OF REVENUES & EXPENDITURES	(659,766.24)	(668,584.66)	218,435.92	(887,020.58)	
Fund 591 - Sanitary Sewer Fund					
Revenue					
000.000 - General	3,000.00	3,000.00	177.18	2,822.82	5.91
536.000 - Sewer System	1,255,140.00	1,255,140.00	639,451.06	615,688.94	50.95
TOTAL REVENUES	1,258,140.00	1,258,140.00	639,628.24	618,511.76	
Expense					
101.000 - Council	13,213.82	13,101.67	6,296.45	6,805.22	48.06
172.000 - Executive	32,385.60	32,257.32	16,323.44	15,933.88	50.60
215.000 - Administration and Clerk	15,472.00	15,472.00	6,800.45	8,671.55	43.95
228.000 - Information Technology	5,625.00	5,625.00	3,355.42	2,269.58	59.65
253.000 - Treasurer	59,937.00	59,937.00	30,983.19	28,953.81	51.69

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021	AVAILABLE BALANCE	% BDGT USED
265.000 - Facilities - City Hall	11,542.35	11,542.35	3,816.99	7,725.36	33.07
536.000 - Sewer System	989,736.79	989,736.79	179,820.89	809,915.90	18.17
537.000 - Sewer Lift Stations	10,907.00	10,907.00	7,464.41	3,442.59	68.44
542.000 - Read and Bill	55,658.00	57,752.48	31,675.03	26,077.45	54.85
543.310 - Sewer District Rehabilitation	400,000.00	443,178.75	180,811.85	262,366.90	40.80
543.400 - Reline Existing Sewers	183,128.00	582,042.00	0.00	582,042.00	0.00
543.401 - Flush & TV Sewers	75,000.00	219,168.95	0.00	219,168.95	0.00
793.000 - Facilities - City Hall	0.00	0.00	840.78	(840.78)	100.00
850.000 - Other Functions	9,400.00	9,400.00	0.00	9,400.00	0.00
TOTAL EXPENDITURES	1,862,005.56	2,450,121.31	468,188.90	1,981,932.41	
Fund 591 - Sanitary Sewer Fund:					
TOTAL REVENUES	1,258,140.00	1,258,140.00	639,628.24	618,511.76	50.84
TOTAL EXPENDITURES	1,862,005.56	2,450,121.31	468,188.90	1,981,932.41	19.11
NET OF REVENUES & EXPENDITURES	(603,865.56)	(1,191,981.31)	171,439.34	(1,363,420.65)	
Fund 661 - Motor Pool Fund					
Revenue					
000.000 - General	190,000.00	190,000.00	58,290.01	131,709.99	30.68
TOTAL REVENUES	190,000.00	190,000.00	58,290.01	131,709.99	
Expense					
172.000 - Executive	9,758.00	11,199.00	10,503.97	695.03	93.79
228.000 - Information Technology	970.00	970.00	475.30	494.70	49.00
253.000 - Treasurer	7,853.00	7,853.00	3,647.19	4,205.81	46.44
265.100 - Facilities - City Garage	434,064.88	434,192.68	126,083.30	308,109.38	29.04
795.000 - Facilities - City Garage	0.00	0.00	1,728.36	(1,728.36)	100.00
850.000 - Other Functions	18,750.00	18,750.00	0.00	18,750.00	0.00
TOTAL EXPENDITURES	471,395.88	472,964.68	142,438.12	330,526.56	

GL NUMBER	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 661 - Motor Pool Fund:					
TOTAL REVENUES	190,000.00	190,000.00	58,290.01	131,709.99	30.68
TOTAL EXPENDITURES	471,395.88	472,964.68	142,438.12	330,526.56	30.12
NET OF REVENUES & EXPENDITURES	(281,395.88)	(282,964.68)	(84,148.11)	(198,816.57)	



To: Swartz Creek City Council
From: Doug Stephens, Swartz Creek Kiwanis Club
Re: 2022 Art in the Park art fair at Elms Park

Please consider this request to waive the park fee, and the security fee, for the total use of Elms Park on Friday, August 26, and Saturday, August 27, 2022.

HISTORY: We held the art fair at the park in 2009, 2010, 2011, and 2012. The public responded well to those events with nearly 2000 people attending each year. In 2013 and 2014 we tried moving indoors to the Cage Field House, which did not draw well. We returned to Elms Park in 2015. Our last show was in 2021 (as you know 2020 was canceled due to COVID-19). This will be our 12th show.

We are partnering with the Swartz Creek Area Art Guild and the Women's Club. Generally speaking Kiwanis will provide 12 years of experience in conducting an art fair; the Art Guild, their 7th year with us, will be responsible for recruiting artists; the Women's Club will provide artist refreshments and conduct a blind auction. This is a fundraiser for all three groups, and we anticipate a total net profit in excess of \$12,000, which will all go back into the community. The Chamber of Commerce is also a loyal sponsor and helper. The City has provided tremendous support in preparing the park for the event.

BENEFIT TO SWARTZ CREEK: In the past the art fair has brought a sense of pride in the community in that it has created positive awareness of Swartz Creek from outside communities. It has also brought in funds to the community that is used to benefit the community rather than a commercial entity. Some of those funds went directly into supporting Elms Park.

KIWANIS: The Kiwanis Club of Swartz Creek has been serving the youth of the Swartz Creek area since 1955. For example, we have provided over \$75,000 worth of college scholarships in that time. Their total budget has been in excess of \$500,000, all of which has gone back into the community. They were instrumental in building Elms Park and the main pavilion. In 2009 they made structural repairs and installed a new roof on the main pavilion. They also provided funds and volunteer labor in the construction of the playscape, and in 2011 they refurbished it. Some of their members are involved in the annual maintenance of the park (brush clearing, tree trimming etc.).

ART GUILD: Established in 2010, the Art Guild is dedicated to promoting interest in the visual arts through education and development of artistic activities in S.C. and surrounding areas. They partner with VSA of Michigan and Elmer Knoph Learning Center to provide art experiences and educational instruction for disabled youth and adults. They also sponsor an annual Student Exhibit at the Gallery for the S.C. High School Art Dept.

WOMEN'S CLUB: This group contributes many hours to Swartz Creek by planting and maintaining the flower pots in town and the entrance garden to the city buildings during the growing season. They have made financial contributions to the police and fire departments for the police dog, Cops in the Park, etc. They were also involved, physically and financially, in the repairs to the park pavilion in the downtown park, and the Veterans Memorial statues.

Your approval of this waiver would be greatly appreciated by these groups who are selflessly working hard to improve Swartz Creek, one dollar at a time.

Following is some comments we received from artists and patrons, as well as two images that represent how we intend to use the park.

Questions can be addressed to Doug Stephens, dstephens@hsaa.com, Cell: 810 282 7641
Website: www.swartzcreekkiwanis.org/art

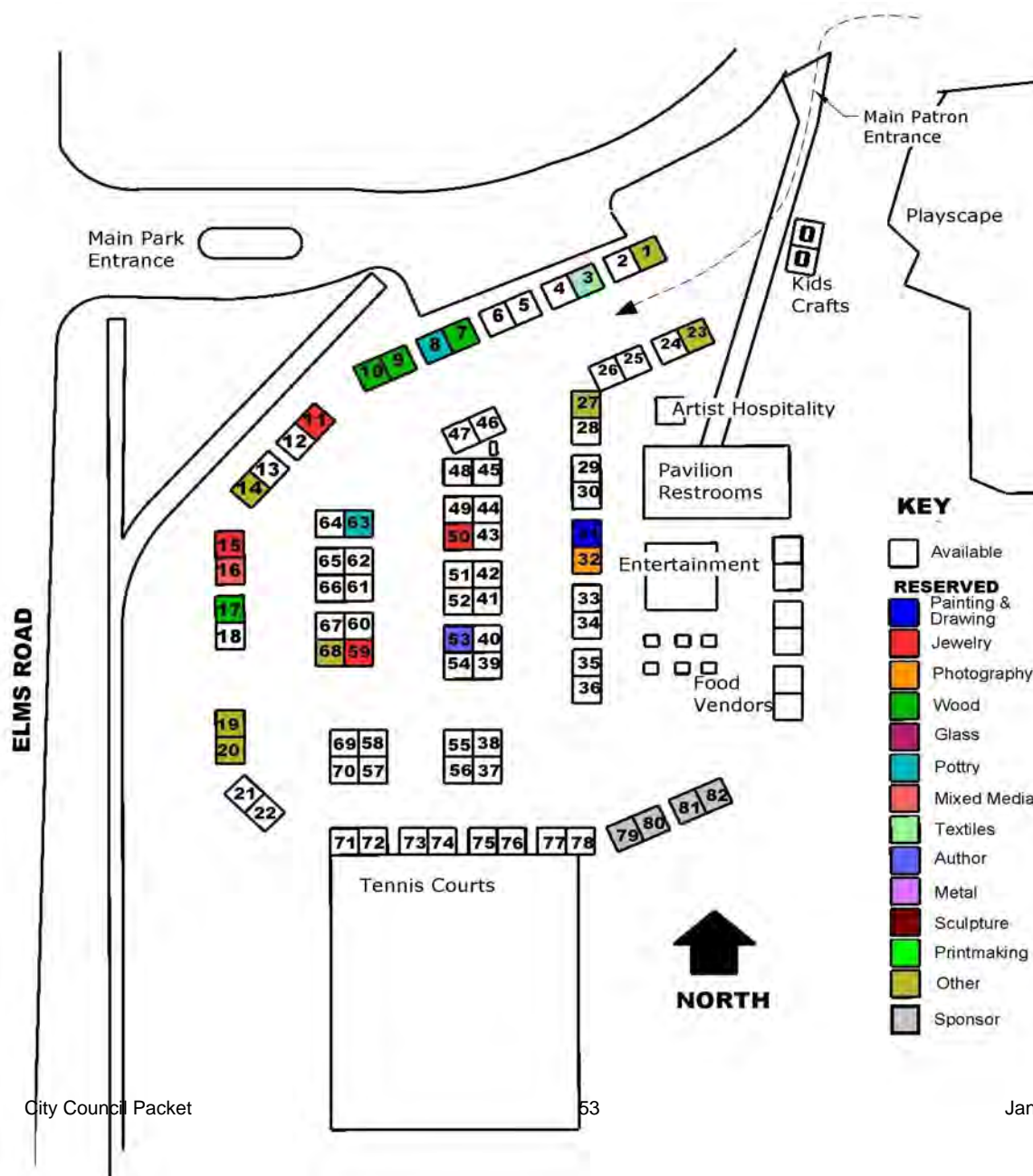
"We participated in our first Art in the Park in Swartz Creek this past Saturday. What a well run and staffed event it was. Weather was perfect (I know you worked hard on that) and the lay-out and amenities were some of the finest (and we've been to The Suburban Collection-Great Lakes Art Fair among other Art shows) and was so pleasantly surprised how great an event you put on! Everyone was so helpful and we loved the free water and healthy snacks (loved the fruit cups!). We had a great day of sales and we look forward to returning in 2018. Thanks for the personal invite and see you in 2018! We will spread the word to others as well!"
Janet & Larry Allen

"Love this annual event! Great place to bring the family. Nice variety of fine arts. I always leave with a Christmas gift for someone, and always regret not buying more for myself!" - Lina Russell

"Great art & craft show. Entertainment was excellent! Talent was diverse & fun. Food was delicious, and the event was organized & well attended. Every year it gets bigger & better." - Bonnie Krupp O'Neal

Swartz Creek Art in the Park is America at its best !!! We live in one of the greatest cities in the world !!!
Richard Kerry Thompson

"The Kiwanis Art in the Park is the best Art show i have ever been to". - Pat Kenke







January 6, 2022

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

RE: Five-Year Community Recreation Plan

Dear Mr. Zettel:

ROWE Professional Services Company appreciates this opportunity to provide a proposal to the City of Swartz Creek to update your Parks and Recreation Plan that expires in 2022.

ROWE completed your last three plans, spanning 15 years of involvement with your recreation and other planning efforts in the community. We understand you are not pursuing a Michigan Department of Natural Resources (MDNR) grant application this year as the deadline would be February 1, 2022; an approved plan is required for communities who wish to pursue funding through the MDNR grant programs.

We have provided scope items that need to be updated in your current recreation plan. It is ROWE's understanding that the city will provide direction through the Parks and Recreation Advisory Board.

The attachments to this letter provide more detail as follows:

Section A: Scope of Services

Section B: Public Engagement Options

Section C: Notice Process for Parks and Recreation Plan

Section D: Timeline and Meeting Schedule

Section E: Grant Experience

We estimate the project will take four months to complete from the time we are authorized to proceed.

Flint, MI (HQ): 540 S. Saginaw Street, Suite 200, 48502 | Phone: (810) 341-7500

Civil Engineering | Surveying | Landscape Architecture | Aerial Imagery/Mapping | Planning

City Council Packet | Flint, MI (HQ) | Lapeer, MI | Farmington Hills, MI | Kentwood, MI | Mt. Pleasant, MI | Grayling, MI | Myrtle Beach, SC | www.rowepsc.com January 24, 2022

If you wish to accept this proposal, please return a signed copy of the acknowledgement as a notice to proceed.

Please contact me at (810) 341-7500 with any questions relative to this proposal.

Sincerely,
ROWE Professional Services Company

Douglas Schultz, PLA
Senior Project Manager

Doug Skylis, PE
Senior Project Manager

Upon acceptance, ROWE will prepare a contract for execution.

Please indicate below any optional items you wish ROWE to perform and then total the amount for the authorized fee.

Parks and Recreation Update Base Scope Items: \$7,500

Optional: Public Engagement Items:

- ☐ Stakeholder Interviews..... \$1,800
- ☐ Focus Group Interviews \$1,800
- ☐ Public Attitude Survey \$1,500
- ☐ Town Hall Meeting \$ 1,500
- ☐ Youth Charrette \$2,500
- ☐ Community Visioning Meeting..... \$2,700
- ☐ Open House \$2,900
- ☐ Social Media..... \$ TBD

☐ **TOTAL AUTHORIZED FEE** \$_____

Accepted by: _____
Signature Date

Print Name and Title

Attachments

S:\Work in Progress\Letter Proposals\swartz creek Rec Plan\propopsal.docx



A. Scope of Services

ROWE's scope of services for an update to the parks and recreation plan will include the following (optional items are also identified which the city may choose to include):

1. **Chapter Updates** - ROWE will address the following sections within the current background information where updates have been identified (Meeting #1).

- a. City staff will provide information regarding an update to the introduction, community profile, administrative, and park analysis regarding any changes in current city parks since the last recreation plan.

ROWE has a copy of the previous parks and recreation plan in a Word version and will insert updated text into the plan.

- b. Update the recreation inventory of public facilities within the community. ROWE will update barrier-free/accessibility inventory based in input from the city. ROWE will also coordinate updating park facility charts.

The city will provide updated self-assessment forms for grant funded parks for facilities.

- c. Update the planning process section based on the selected public engagement.

2. **Public Engagement** - In Section B of this proposal, there are several public engagement techniques described.

During the COVID-19 pandemic, ROWE has developed hybrid and virtual adaptations to the public engagement strategies provided. The advantages and disadvantages for each type and the cost of the different techniques are shown.

Under the MDNR Guidelines, two types of public engagement are required. The required public hearing may count as one of the types of public engagement. One of the public engagement sessions must take place within one year of adopting the plan or prior to adoption by the governing body.

For the last parks and recreation plan, a survey was conducted as well as various on-site intercept surveys by the Advisory Board, in addition to the public hearing. Our base public input scope includes up to two stakeholder meetings with key groups as well as attendance at a public hearing.

3. **Review the Goals, Objective, and Action Program** - ROWE will review the updated information and public input from the public engagement activities with the previous plan's goals and objectives and action plan. (Meeting #2).
4. **Public Hearing** - ROWE will attend and assist city staff and the Advisory Board at the public hearing meeting (Meeting #3).
5. **Legislative Body Adopts Parks and Recreation Plan** - ROWE will attend the council meeting where the parks and recreation plan will be adopted (Meeting #4).



A. Scope of Services

6. **Deliverables** - Following adoption of the parks and recreation plan, and receipt of approval documentation from the county and other participating municipalities, ROWE staff will provide the commission with 15 bound copies and a digital copy of the plan including all the notices and other required documentation and a digital copy of the plan for submission by the commission to the MDNR through the state's recreation portal (MiGrants).



B. Public Engagement Options

Below is a list of different optional public engagement techniques the city may utilize for the parks and recreation plan update. As noted previously, ROWE has developed successful hybrid and virtual adaptations to the public engagement strategies provided in the table below. Should in-person meetings not be feasible, ROWE will continue to follow federal, state, and county best practices regarding health and safety. ROWE will be mindful of updating practices to reflect best practices.

In the table below are listed advantages and disadvantages for each of the different techniques.

Public Engagement	Advantages	Disadvantages
Stakeholder Interviews Conduct a series of one-on-one meetings or phone interviews (half-hour each/maximum of 10) with developers, property owners, and residents within the community.	<ul style="list-style-type: none">• Detailed feedback.• Allows for a one-on-one conversation about the community.• Allow for follow-up questions.	<ul style="list-style-type: none">• Relatively low proportion of the community's population involved.
Focus Group Interviews Conduct a series of group meetings (1 hour each/3-7 people per group/maximum of 7 groups). The focus groups can include groups with a variety of age groups that work or otherwise visit the community that might not otherwise participate (high school students, college age, young working people, seniors, etc.) as well as other groups, such as local business organizations and neighborhood associations.	<ul style="list-style-type: none">• Detailed feedback.• Ability of participants to build on one another's ideas.• More members are included than the stakeholder interviews.• Allow for follow-up questions.	<ul style="list-style-type: none">• Small groups are sometimes dominated by one or two people.
Public Attitude Survey Short questionnaire available to be filled out online by residents of the community. A small number of paper copies can be distributed to accommodate those who would otherwise not have access to participate in the online survey.	<ul style="list-style-type: none">• Often gets the greatest number of participants of any other approach.• Relatively low cost.• Available at resident's convenience.	<ul style="list-style-type: none">• No opportunity for follow-up questions.• May exclude residents without access to the Internet or uncomfortable with online technology.• More effective with mailing or social media to get participation.• Better participation when prize(s) is(are) offered.



B. Public Engagement Options

Public Engagement	Advantages	Disadvantages
Town Hall Meeting Citizens attend a meeting to discuss their thoughts and bring up ideas for the Parks and Recreation Plan.	<ul style="list-style-type: none"> Relatively low cost. 	<ul style="list-style-type: none"> Somewhat low participation rate. Not very detailed information.
Youth Charrette Involves a half-day session with youth, from elementary to high school age. The participants would be taken through a series of designs and/or maps. Small group discussions will be facilitated to brainstorm issues, opportunities, and their vision of the community's future.	<ul style="list-style-type: none"> Get the youth of the community engaged. Very detailed feedback. Direct engagement allows for follow-up questions. 	<ul style="list-style-type: none"> Depends on relationships with schools. Participation size may vary.
Community Visioning Meeting Citizens attend a meeting and break into small groups to brainstorm on community issues and their vision of the community's future.	<ul style="list-style-type: none"> Very detailed feedback. Ability of participants to build on one another's ideas. 	<ul style="list-style-type: none"> Relatively low participation rate. Small groups are sometimes dominated by one or two people.
Open House After preliminary plan alternatives are prepared for the development plan, the public attends a meeting featuring multiple stations where alternatives are presented in an "open house" atmosphere. Participants come and go as they please and investigate the stations that most interest them.	<ul style="list-style-type: none"> Detailed feedback. Participants have opportunity for one-on-one discussions with planning commissioners. Improved participation over interviews. 	<ul style="list-style-type: none"> Somewhat low participation rate. Requires greater up-front preparation than interviews.
Social Media Facebook, Twitter, and similar social media sites are online sites where it allows the tracking of comments during the entire planning process and provides a portal for reporting out the status of the planning process to the public.	<ul style="list-style-type: none"> Available at resident's convenience. 	<ul style="list-style-type: none"> This tool is more effective with more online tools such as online survey and community remarks. May exclude residents without access to the Internet or uncomfortable with online technology.



C. Notice Process for Parks and Recreation Plan

The DNR's guidance on preparing a parks and recreation plan outlines the steps required in reviewing and adopting the plan. ROWE Professional Services Company will assist with the approval process as noted below.

The city will be responsible for publishing the notice of the public hearing, providing a location where the draft plan can be reviewed by the public, and providing ROWE with the signed resolutions, minutes, and affidavit of publishing. The process is outlined below:

Steps in the Parks and Recreation Process

STEPS	ACTION	NOTICE/RESOLUTION	RESPONSIBLE PARTY
1	Notice of public review and dates of public review and hearings published at least 30 days prior to the commission's public hearing	Notice of public review and dates of public review and hearings	ROWE PSC – draft notice City Staff – publish notice
2	One or more locations are provided for the public to inspect a copy of the draft Parks and Recreation Plan	N/A	City Staff
3	Parks and Recreation Commission, etc. reviews the plan and makes recommendation on plan	N/A	ROWE PSC – revise plan
4	City holds public hearing and votes to adopt Parks and Recreation Plan	City and others pass and signs Resolution	ROWE PSC – draft resolution City – signs resolution and prepares copy of meeting minutes
5	Copies of the adopted plan are submitted to the County Planning Agency and the Regional Planning Agency	Letter of Transmittal	ROWE PSC
6	PDF of plan with attachments is submitted to the State of Michigan through their Recreation Portal	PDF	ROWE PSC prepares PDF City Staff – submits plan
7	A PDF copy of the plan is prepared with the following attachments in the appendix	<ul style="list-style-type: none"> • Copy of Notice of Public Review and Hearing • Copy of Minutes of Public Meeting(s) • Copy of Resolution(s) of Adoption • Copy of transmittal letter to county and region • Plan Certification Checklist • Post Completion Self-Inspection 	ROWE PSC – provides Self Inspection Report Form and Certification Checklist City Staff – Completes forms and provides remainder of material



D. Timeline and Meeting Schedule

We are proposing the following tentative schedule for 2022:

SCHEDULE / MONTHS	1	2.	3	4
Collect Data/Update Chapters	X			
Public Engagement*				
Review Goals, Objectives, and Action Program		X		
Public Hearing (30-Day Review Period)			X	-
Assistance with the Adoption Process				X

Key: X = Meeting

* = Timeline and number of meetings depend on options selected.

Note: Addition of optional public engagement activities may modify the schedule.



E. Grant Experience

ROWE regularly works with many grant and loan programs for funding projects. We work hard to help clients find the right program to aid in financing projects that are critical to maintaining a good quality of life and environmental protection for their community. We guide our clients through the evaluation and application process for the following programs and private grants.

Parks and Trails Grants

- Michigan Department of Transportation (MDOT) Enhancement Grant
- Transportation Alternatives Program
- Non-motorized – Act 51
- Michigan Department of Natural Resources (MDNR) Trust Fund and Recreation Passport
- Safe Routes to School
- Land and Water Conservation Fund
- Michigan Department of Environment, Great Lakes, and Energy (EGLE) Scrap Tire Market Development Grant
- Congestion Mitigation Air Quality (CMAQ)
- Michigan Economic Development Corporation (MEDC) Community Block / Patronicity Crowd Funding

Recent Grant Awards

- City of Alma (MDOT) Superior Street / Heartland Trail Extension \$340K
- City of Alma (MDNR) 2013 Access Projects \$300K
- City of Alma (MDNR) 2014 Fred Meijer Heartland Trail, etc. \$1M
- City of Caro (MEDC) Farmers Market Pavilion \$1M
- City of Clio (MDNR) Riverfront Park / Trail \$262K
- City of Clio (EGLE) Scrap Tire Grant \$600K
- City of Flint (MDNR) McKinley Park \$270K
- City of Flint (MDNR / MDOT) Grand Traverse Trail \$1.5M
- City of Flint (MDOT) Genesee Valley Trail \$700K
- City of Flushing (MDNR) Trailway Extension \$300K
- City of Gladwin (MDNR) Park Improvements \$185K
- City of Imlay City (MDNR) Splash Pad \$150K
- City of Omer (Saginaw Chippewa Indian Tribe) Park Improvements \$30K
- City of Owosso (MDNR) Restroom Improvements \$30K
- City of Port Sanilac (MDNR) Tennis Courts, Restroom, Trailhead \$240K
- City of Port Sanilac (MDNR) Harbor Park Site Improvements \$31,300
- City of Sanford (MDNR) Playground Improvements \$150K
- City of Stanton (MDOT TAP) Veteran's Memorial Park Trail \$362K
- City of Stanton (MDNR) Veteran's Memorial Park \$296K
- City of Swartz Creek (MDNR) Elms Park Improvements \$20K
- Flint River Watershed Coalition (Patronicity) Kayak Landing \$50K
- Garfield City (MDNR) Lake Station Trailhead \$228K
- Genesee County Parks & Recreation (MDOT TAP & CMAQ) Flint River Trail-Genesee to Vassar Road \$960K
- Genesee County Parks & Recreation (MDNR) Iron Belle Trail \$300K
- Genesee County Parks & Recreation (MDNR) Hegel Road Acquisition \$540K
- Genesee County Parks & Recreation Commission (MDNR) Bluebell Beach Trail \$45K



E. Grant Experience

- Grand Blanc Charter Township (MDOT) Trail Improvements \$700K
- Independence City (U.S. Tennis Association) Tennis Courts \$50K
- Mid-Michigan Pathway – Mt. Pleasant to Shepherd (MDOT/MNRTF) \$1.6M
- Mid-Michigan Pathway – Ithaca to Alma / St. Louis (MDOT) \$2M
- Montrose City (MDNR) Park Expansion \$103K

TOTAL IN PAST TEN YEARS: \$14+ MILLION



RESOLUTION # _____

CITY OF SWARTZ CREEK STREET CLOSURE/USE APPLICATION

DATE OF REQUEST: January 8, 2022
SPONSOR ORGANIZATION: Swartz Creek Soccer Team
AUTHORIZED REPRESENTATIVE: Amy Sanford / Chad Reid - coach
WORK ADDRESS: _____ HOME ADDRESS: 5403 Morrish Rd
PHONE NO: WORK () _____ HOME: () _____ CELL: () 248 9397695
EMAIL ADDRESS: thesanfords622@gmail.com

TYPE OF EVENT: (check box)

PARADE ☐ ** (Draw Route on Attached Map)CARNIVAL ☐FOOT/BIKE RACE ☒ PrimaryCRAFT SHOW ☒ SecondaryCONCERT ☐

OTHER: _____

DATE OF EVENT: 04 / 30 / 22TIME OF EVENT: FROM: 10 AM/PM TO: 12 AM/PMESTIMATED NUMBER OF PARTICIPANTS: 100-300

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

5K Chocolate Run - vendors @ Holland Square. Park @ library / Sr Cntr.
Map included. If approved w/ inform local business for their
participation. will route down Miller Road 1st to limit road closure.

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

FOR: Swartz Creek Soccer
(Organization)BY: Chad Reid
(Authorized Representative)APPROVED BY: _____
(Chief of Police)_____
(Street Administrator)

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

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

CITY OF SWARTZ CREEK PARADE REGULATIONS

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

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

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

By: 
(Event Coordinator or Representative)

For: Swartz Creek Soccer
(Organization)

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

CITY OF SWARTZ CREEK
STREET APPLICATION
CHECKLIST

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

Event Insurance Price Quote

Special Event Coverage



[Click Here to Edit or Purchase](#)

Quote# 725881 | Prepared On 01/05/2022

COVERAGE DETAILS

Producer

ryan@francisagencyinc.com

Insured

Event Details

Coverage Type: Liability Insurance

Event/Vendor Type: Running Events (5K, 8K, & 10K)

Event Location: MI

Number of Attendees: 300

Event Start Date: 04/30/2022

Event End Date: 04/30/2022

Special Event Liability Insurance

Special Event Liability Coverage: Yes

Liquor Coverage: None

Liability Coverage Limits: \$1,000,000/\$2,000,000

Medical Payments Limits: \$5,000

Damage to Rented Premises Limits: \$100,000

Event Cancellation Insurance

Cancellation or Postponement Coverage: No

Eligibility Questions

Will the event end after 2AM any day: No

Will the event feature bounce houses, inflatables, live animals, fireworks or pyrotechnics: No

Will the event feature any of the following: No

Trampolines, rock climbing walls, roller coasters, amusement devices, carnival rides, bungee jumping, hang gliding, skydiving, parachuting, parasailing, hot air balloon rides, aircrafts, motorsports, skateboarding, skiing, temporary structures, haunted houses, water events, water slides, overnight activities.

Firearms, knives or weapons of any kind, Cannabis/CBD/Hemp, open flames (candles and sparklers excluded).

Musical performance with the following genres: Electronic Dance, Heavy Metal, High Profile Performer, Hip Hop, Punk Rock, Rap or Rock.

Will the event be held at a private residence: No

Has there ever been a loss or claim at this event before: No

Event Location / Additional Insured Information

Event Location

MI

PRICING DETAILS

Special Event Liability Insurance \$121.20

State Tax \$3.64

Policy Fee \$55.00

Broker Fee \$25.00

DUE FROM YOUR CLIENT \$204.84

Your Broker Fee -\$25.00

Your Commission -\$12.12

AMOUNT DUE \$167.72

COVERAGE LIMITS

Carrier **Houston Casualty Company**

Deductible \$0

Special Event Liability Insurance

Each Occurrence \$1,000,000

Personal & Advertising Injury \$1,000,000

Products Aggregate \$1,000,000

General Aggregate \$2,000,000

Medical Payments \$5,000

Damage to Rented Premises \$100,000

Liquor Liability **Not Included**

Additional Insured(s) **Included**

Waiver of Subrogation **Not Included**

Primary & Non-Contributory **Not Included**

Wording

#1 FOR EVENT INSURANCE

Backed by Highly Rated Insurance Carriers - This policy is insured by Houston Casualty Company.

More Details Regarding Chocolate Run proposal:

A Chocolate Run is a 5k Run/Walk where there are chocolate vendors stationed along the route. We will minimize the vendor stops to 2 locations along the main route with the remaining vendors at Holland Square.

This event is to raise money for the Swartz Creek Boys and Girls Soccer Teams.

Route Details:

- Parking at Sr. Center/Library with spillover to Pajtas/Metro parking area behind the Fire department if required.
- Sign in/register near City Hall.
- Race to start at 10am, departing City Hall area and proceed West on Miller Road.
- Race toward Seymour Road.
 - If approved potential vendor at Courtyard Manor (will request approval)
 - If approved potential vendor at Charcoal Charlies (will request approval)
 - Will inform Draft, Cheesecake store and Creek Nutrition if they want to participate as vendors.
- Participants can choose to walk back to Holland Square on sidewalks.
- Full 5K would go down Seymour to Chesterfield Drive, wrap to Cappy Lane, to Fairchild, to Ingalls, to Holland Square.
- No vendors in the neighborhood, no need to block roads will request participants to use caution on roads or utilize sidewalks.

Estimate 30-45minutes down Miller Road to Seymour.

Route can change if requested by the city – our goal is to include as many Swartz Creek vendors as possible, hence the path to Seymour. We not only want to raise money for the soccer program but showcase the unique stores and options that Swartz Creek has to offer.

Please do not hesitate to contact me for more details or to discuss alternate routes and even if you have more vendor ideas!

Thank you,

Amy Sanford

248-939-7695

PROPOSAL FOR WATER DISTRIBUTION SYSTEM
LEAK DETECTION SURVEY
FOR
THE CITY OF SWARTZ CREEK, MICHIGAN

12 JANUARY 2022

PREPARED FOR:
ADAM ZETTEL, AICP, CITY MANAGER

PREPARED BY:
AQUA-LINE LEAK DETECTION SERVICES
P.O. BOX 1612
FINDLAY, OHIO 45839

This information is "PROPRIETARY AND CONFIDENTIAL", is the exclusive property of Aqua-Line Leak Detection Services and shall not be copied or disseminated without its prior written consent. Aqua-Line assumes no responsibility or liability for the reliance hereon or use hereof by anyone other than the party to whom it is addressed. **This proposal is valid until 1 December 2022.**

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1.0 INTRODUCTION

Thank you for the opportunity to present a proposal for leak detection services for your municipality. Aqua-Line uses state-of-the-art technology for un-intrusively detecting and pinpointing water leaks in pressurized water distribution systems. Successfully locating leaks using our system can result in significant monetary savings through reduced operating costs, increased labor productivity, while improving overall water distribution system operations.

Aqua-Line uses the Fluid Conservation Systems (FCS) TriCorr Touch Leak Correlation System, the most advanced portable microprocessor system on the market for pinpointing water leaks. Moreover, we use the **new FCS S30 surveyor** which provides superior leak detection performance on all types of pipe during the initial phase of the leak detection survey.

Aqua-Line has a **strong track record of customer satisfaction.** Our proven surveying methods, superior equipment, experienced and fully qualified technicians and competitive rates provide you with the best possible leak detection survey available today.

3.0 SCOPE OF SERVICES PROVIDED BY AQUA-LINE

Aqua-Line will perform a leak detection survey of the water distribution system for Swartz Creek, Michigan. The following tasks are included:

- Prior to mobilization, we will review existing water distribution system maps, street maps, any applicable water system reports, storage and pumping records.
- We will conduct a leak detection and location survey using sonic detection and computer correlation equipment on **approximately 35 miles of the water distribution system**. We will make contact with the system at all exposed valves, fire hydrants and selected service connections as required. Contact with service connections is critical on sections of your plastic pipe. Following an initial sonic leak survey of the system, any evidence of leaks will be confirmed with a second survey. At this stage, **all leaks will be pinpointed with a computer correlation system**. Valves and hydrants do not typically require operation during surveying and leak pinpointing, but may be required on a limited basis. We request your authorized representative conduct these valve or hydrant operations if required.
- The survey will be conducted during normal working hours, Monday through Friday, with the exception of leak detection performed during evening/early morning hours in high traffic areas. **We expect to complete the survey in 3-4 days.**
- We will provide a digital daily report on the progress of the survey, detailing the number/type of access points used, number of leak noises heard, list of water distribution system discrepancies noticed and miles of pipe surveyed. During the pinpointing phase we will provide GPS coordinates/address of each leak pinpointed, including the type of leak, estimated size (GPD) and other site information as required.
- Aqua-Line will provide a final report (including all leak reports) on a computer flash drive describing the results of the survey. The report will include a summary of the project and will list all leakage correlated according to GPS coordinates/address, type, and estimated loss rate. Based upon the results of our survey, the report will also provide recommendations for controlling future water loss.

3.0 CLIENT'S RESPONSIBILITIES

Prior to mobilization by Aqua-Line, we request Swartz Creek provide the following information/assistance upon which Aqua-Line may rely without further independent verification:

- All available street maps, water storage and flow records, water distribution system maps, available plans for existing facilities, and any other pertinent information as needed.
- **An experienced person possessing knowledge of the water distribution system, to assist full-time with field activities such as location of system components.**
- **Access to valves, curb stops, and meter boxes by uncovering and cleaning valves and curb boxes where required prior to starting field operations.**

We respectfully request Swartz Creek agree to hold harmless and indemnify Aqua-Line against any liability arising out of the items in Section 3.0 above, for which Swartz Creek is responsible.

Additionally, Aqua-Line requests Swartz Creek designate an authorized representative to transmit instructions, receive information, interpret and define the cities policies and make decisions with respect to the services provided.

4.0 PROJECT PRICE, BILLING AND PAYMENT TERMS

Aqua-Line's **lump sum rate** for providing the services described in Section 2.0 is **\$6,408.00**. Aqua-line **lump sum rate for a fire hydrant survey is \$3,468.00**.

The above pricing is subject to renegotiation if authorization to proceed is not received by 1 December 2022.

Aqua-Line will bill this project monthly, with net payment due in 30 days. Past due invoices will be subject to a service charge at a rate of 1.5 percent per month. Unless provided with a written statement of any objections to a bill within 15 days of receipt, Aqua-Line will deem the bill to be acceptable to Client as submitted.

5.0 AQUA-LINE REFERENCES

<u>CITY</u>	<u>SURVEY MILES</u>	<u>CONTACT</u>	<u>PHONE</u>
1. MONROE, MI	300+	KEVIN ARMSTRONG	734-384-9151
2. DUNDEE, MI	56	BOB HURLEY	734-777-3292
3. PORT AUSTIN, MI	10	DALE JIMPLOSKE	989-738-8366
4. GROSSE ILE, MI	65	JON KEIM	734-676-5959
5. MACKINAC ISLAND, MI	12	ERIC COWELL	906-847-6060
6. NORTHVILLE, MI	35	MIKE DOMINE	248-421-8912
7. NEGAUNEE TWP, MI	15	ANDY HALL	906-475-7869
8. LAKE LINDEN, MI	11	ANDREW GOLDSWORTHY	906-296-9911
9. CLINTON, MI	11	MATT DOOR	517-759-2859

6.0 PERSONNEL AND COMPANY EXPERIENCE

The following Aqua-Line personnel may be involved with the survey of Swartz Creek:

Stephen C. Smith: President, Aqua-Line, Inc
25 years experience in all aspects of the leak detection business; factory trained/certified by Fluid Conservation Systems; 25 years field experience conducting surveys/emergency leak detection.
Previous: 23 years United States Navy; Surface Warfare Officer; engineering speciality.

Roger H. Darnall: Vice President, Aqua-Line, Inc
25 years experience in all aspects of the leak detection business; factory trained/certified by Fluid Conservation Systems; 25 field experience conducting surveys and emergency leak detection.
Previous: 20 years Small Business Owner, Blacktop Maintenance; Project Manager for Environmental Clean-up firm (2 years).

Tim Barker : Leak Detection Technician
10 years experience conducting leak detection surveys; Certified surveyor; factory trained/certified by Fluid Conservation Systems; 10 years experience pinpointing.

Heath Risner: Leak Detection Technician
5 years experience conducting leak detection surveys; Certified surveyor; factory trained/certified by Fluid Conservation Systems; 5 years experience pinpointing.

Kyle Wagner: Leak Detection Technician
1 year experience conducting leak detection surveys; Certified surveyor; under instruction pinpointing leaks.

Aqua-Line has conducted over 850 leak detection surveys during the past twenty-five years. Survey size had ranged from 5 miles to 200 miles of water main.

7.0 BUSINESS ORGANIZATION

COMPANY NAME: AQUA-LINE, INC
ADDRESS: P.O. BOX 1612
FINDLAY, OHIO 45839

TYPE OF COMPANY: S-CORPORATION, OHIO

TAX ID: 341844942

TELEPHONE #: 1-888-GET LEAK
(438-5325)

FAX #: 1-419-424-0510

WEB PAGE: www.aqua-line-inc.com

EMAIL: aqualineleakdetection@aol.com

AUTHORIZED NEGOTIATORS: STEPHEN C. SMITH; PHONE (419)-408-5153
ROGER H. DARNALL; PHONE (419)-408-5152

INTERGOVERNMENTAL AGREEMENT TO COMPLETE PORTIONS OF THE GENESEE VALLEY TRAIL EXTENSION

This intergovernmental agreement ("Agreement") is entered into between the Charter Township of Flint ("Township") and the City of Swartz Creek ("City"), collectively referred to as the "Parties," to complete portions of the Genesee Valley Trail Extension within their boundaries.

RECITALS

WHEREAS, the Parties each have portions of the Genesee Valley Trail Extension passing through their respective communities; and

WHEREAS, joining with each other for the purposes of completing the Genesee Valley Trail Extension will be mutually beneficial to both Parties and their residents.

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, the Parties agree as follows:

TERMS AND CONDITIONS

1. Definitions

A. The Township is a Michigan charter township located at 1490 S. Dye Road Flint, MI 48532.

B. The City is Michigan home rule city located at 8083 Civic Drive, Swartz Creek, Michigan 48473.

C. The Project is referred to as the Genesee Valley Trail Extension and is defined as a non-motorized recreational pathway that starts at the Flint Township Park then runs up to Linden Road and through Genesee Valley Center. The Project goes through both the City from Elms Park through easements to South Dye Road, and through the Township at South Dye Road from Miller Road to Norko Drive. The total length of the Project is 1.91 miles.

D. The MDOT is the Michigan Department of Transportation, an agency within the State of Michigan responsible for providing a portion of the funds to complete the Project.

2. Term of Agreement. This Agreement shall remain in effect until the Project is completed, as determined by MDOT, or each party mutually agrees to terminate this Agreement.

3. **Project Construction.** The City will receive funds from MDOT to extend the Project through the City and the Township in exchange for the City constructing the Project.
- a. The Township will be responsible for all costs associated with completing sections of the Project located within the Township according to MDOT engineering plans developed by OHM Advisors Project No. 4023190030.
 - b. The City will reimburse the Township with a portion of the funds the City receives from MDOT for the Project equal to 14.66% of the total funds it receives from MDOT for the .28 miles of the Project located within the Township.
4. **Liability.**
- a. The Parties shall remain responsible for the actions of their respective employees and agents. This Agreement does not create an agency relationship between the Parties.
 - b. Nothing in this Agreement shall be construed to benefit a third party and no third parties shall have any vested rights by virtue of this Agreement. Nothing in this Agreement shall be construed as a waiver of any governmental immunity.
5. **Notices.** Any notice, demand, or communication required by this Agreement shall be completed by personal delivery or certified mail to:
- A. Charter Township of Flint
1490 S. Dye Road
Flint, MI 48532
Attention: Township Supervisor
 - B. City of Swartz Creek
8083 Civic Dr.
Swartz Creek, MI 48473
Attention: City Manager
6. **Severability.** If any provision of this Agreement is held to be unenforceable for any reason, the unenforceability shall not affect the remainder of this agreement which shall remain in full force and effect and enforceable in accordance with its terms.
7. **Amendment.** This Agreement may not be amended without the prior written approval of the parties.

8. **Entire Agreement.** This Agreement supersedes all previous or contemporaneous negotiations and/or agreements and constitutes the entire agreement between the parties with respect to the Project. No verbal statements or prior written materials not specifically incorporated in this Agreement have been relied upon by the parties in entering into this Agreement.

CHARTER TOWNSHIP OF FLINT

Karyn Miller, Flint Township Supervisor

Date

Manya Triplett, Flint Township Clerk

Date

CITY OF SWARTZ CREEK

David Krueger, City of Swartz Creek Mayor

Date

Connie Olger, City of Swartz Creek Clerk

Date

**AMENDMENT NO. 8 TO THE
INTERLOCAL AGREEMENT ESTABLISHING THE METRO
POLICE AUTHORITY OF GENESEE COUNTY
dated January 1, 2022 (hereinafter referred to as the “Interlocal Agreement”)**

THIS AMENDMENT NO. 8 (“Amendment”) to the Interlocal Agreement is entered into effective January 1, 2022, by and between the Charter Township of Mundy, a Michigan Charter Township, whose address is 3478 Mundy Avenue, Swartz Creek, Michigan 48473 (“Township”), and the City of Swartz Creek, a Michigan Home Rule City, whose address is 8083 Civic Drive, Swartz Creek, Michigan 48473 (“City”). The Township and City are sometimes hereafter each referred to as a “Party” and collectively as the “Parties.”

WITNESSETH:

WHEREAS, on October 12, 2015, the Parties entered into the Interlocal Agreement establishing the Police Authority;

WHEREAS, on September 1, 2016, the Parties entered into Amendment No. 1 to the Interlocal Agreement whereby the title of the Interlocal Agreement was changed to the “Interlocal Agreement establishing the Metro Police Authority of Genesee County” and the name of the entity created was changed to “The Metro Police Authority of Genesee County”;

WHEREAS, on December 1, 2018, the Parties entered into Amendment No. 2 to the Interlocal Agreement, which amended Section 3.05 setting forth how the Parties would handle prosecutions and payments from the court;

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 3 to the Interlocal Agreement, which amended Section 3.04 setting forth the central operations building of the Police Authority and how the Parties would handle future buildings of the Police Authority;

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 4 to the Interlocal Agreement, which further amended Section 3.05 setting forth further clarification of how the Parties would handle prosecutions and payments from the court;

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 5 to the Interlocal Agreement, which amended Section 4.02, clarifying the powers of the Police Authority Board;

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 6 to the Interlocal Agreement, which amended Section 4.09, clarifying who appoints the Chief of Police and Deputy Chief of Police of the Police Authority;

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 7 to the Interlocal Agreement, which amended Section 4.10, modifying the duties and responsibilities of the Chief of Police and created duties and responsibilities of the Deputy Chief of Police;

WHEREAS, the Michigan Legislature has adopted new legislation regarding the Michigan Open Meetings act, which modifies the current case law regarding remote meetings and participation. The Police Authority Board is requesting Section 4.04 of the Interlocal Agreement be modified to conform to the newly adopted legislation;

WHEREAS, representatives of the Police Authority Board feel that the Finance Committee established by Section 4.05 of the Interlocal Agreement is no longer necessary as invoices and accounts payable are emailed to the entire Police Authority Board for review prior to each Police Authority Board meeting;

WHEREAS, in an effort to assist the Chief of Police in preparation of the budget, the Police Authority Board is requesting the Township Board and City Council to amend the Interlocal Agreement to include a budget committee and a negotiations committee;

WHEREAS, the Police Authority Board is requesting additional language be added to the Interlocal Agreement clarifying that the position of Deputy Chief of Police is subordinate to the Chief of Police;

WHEREAS, the Police Authority Board is requesting additional language be added to the Interlocal Agreement clarifying that any promotion to the position of Lieutenant shall be affirmed by the Police Authority Board;

WHEREAS, as the Police Authority Board continues to progress and evaluate how it conducts business of the Police Authority, the Police Authority Board representatives are recommending the following amendments for consideration by the Township Board and the City Council to assist the Police Authority Board in conducting business of the Police Authority in the future;

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Township and the City agree as follows:

- 1. Amendment to Section 4.04 of the Interlocal Agreement.** Section 4.04 of the Interlocal Agreement is hereby deleted in its entirety and replaced with the following:

Section 4.04. Police Authority Board Quorum and Voting. With the exception of adopting the budget, hiring the Chief of Police, and the hiring of the Deputy Chief of Police, a majority of the members serving on the Police Authority Board shall constitute a quorum for the transaction of business. A super majority vote of the members serving on the Police Authority Board shall be required for the adoption of the budget and hiring, firing, or disciplining the Chief of Police or the hiring and firing of the

Deputy Chief of Police. The Police Authority Board shall act by a majority vote of the members serving at the time of the vote. Members of the Police Authority Board shall not engage in proxy voting. Participation in Police Authority Board meetings by means of virtual or electronic means are allowed only if the participation or meeting conforms to Section 3a of 1976 PA 267, being MCL §15.263a, or any other public act adopted by the Michigan Legislature in the future governing remote participation or virtual meetings.

- 2. Amendment to Section 4.05 of the Interlocal Agreement.** Section 4.05 of the Interlocal Agreement is hereby deleted in its entirety and replaced with the following:

Section 4.05. Standing Committees of the Police Authority. The Police Authority shall have the following standing committees with the following appointments and responsibilities:

- (1) Negotiations Committee. There shall be a negotiations committee, which shall be comprised of one (1) individual from the Township, one (1) individual of the City, and the Chief of Police. The Police Authority's accountant, attorney, and other individuals may assist the negotiations as requested by the negotiations committee or the Chief of Police. The purpose of this committee is to ensure that any increase in compensation or benefits, which may have a financial impact on the budget and the amounts paid by the Township and the City, are brought to the attention of the Township and City during negotiations for a determination as to whether the Township and City can absorb the financial impact in the future years.
- (2) Budget Committee. There shall be a budget committee, which shall be comprised of one (1) individual from the Township, one (1) individual of the City, and the Chief of Police. The Police Authority's accountant, auditor, attorney, and other individuals may assist the negotiations as requested by the budget committee or the Chief of Police. The purpose of the budget committee is to ensure that any increase in the budget or the PPUs, which may have a financial impact on the budget and the amounts paid by the Township and the City, are brought to the attention of the Township and City during the preparation of the budget for a determination as to whether the Township and City can absorb the financial impact in the future years.

- 3. Amendment to Section 4.07 of the Interlocal Agreement.** Section 4.07 of the Interlocal Agreement is hereby deleted in its entirety and replaced with the following:

Section 4.07. Ad-Hoc Committee Quorum and Voting. A majority of the members of any ad-hoc committee shall constitute a quorum for the

transaction of business. Any ad-hoc committee shall act by a majority vote of its members serving at the time of the vote.

- 4. Amendment to Section 4.10 of the Interlocal Agreement.** Section 4.10 of the Interlocal Agreement is hereby deleted in its entirety and replaced with the following:

Section 4.10. Chief of Police and Deputy Chief of Police Duties, Contract, and Discipline.

(1) Chief of Police.

- a. **Duties.** The Chief of Police shall be vested with the ability to hire and terminate all personnel of the Police Authority with the exception of the members of the Police Authority Board, the Deputy Chief of Police, the attorney, and the auditor of the Police Authority.

The appointments by the Chief of Police shall include, but not be limited to, a secretary, a treasurer, and all personnel with the exception of the Police Authority Board members, the Deputy Police Chief, and the Police Authority attorney and auditor. The secretary and treasurer shall serve at the pleasure of the Chief of Police.

- b. **Functions.** The Chief of Police shall, administer all programs, funds, facilities, contracts, and all other administrative and Police Service functions of the Police Authority. Additionally, the Chief of Police shall negotiate, with the assistance of the negotiation committee, with all collective bargaining units, which shall ultimately be approved by the Police Authority Board. The Chief of Police shall serve as an advisor to the Police Authority Board and any ad-hoc committees established by the Police Authority Board. The Chief of Police shall report and be subject to the oversight of the Police Authority Board and in compliance with Section 4.11 of this Agreement.

- c. **Compensation/Contract/Discipline.** The Chief of Police shall receive compensation as determined by the Police Authority Board. All terms and conditions of the Chief of Police employment, including length of service, shall be specified in a written contract between the Chief of Police and the Police Authority, provided that the Chief of Police shall serve at the pleasure of the Police Authority Board, and the Police Authority Board may suspend, remove or discharge the Chief of Police in a manner consistent with Section 4.04 of this Agreement.

(2) Deputy Chief of Police. At the discretion of the Police Authority Board, the Police Authority may employ a Deputy Chief of Police.

- a. **Duties.** The Deputy Chief of Police shall act as the Chief of Police when the Chief of Police is unavailable due to death, sickness, vacation, or other reason where the Chief of Police is unavailable. Unless authorized by the Police Authority Board, the Deputy Chief of Police shall not make appointments if acting in the place of the Chief of Police.
- b. **Direct Supervisor/Discipline (not including termination).** The Deputy Chief of Police, shall be subordinate to the Chief of Police and may be disciplined by the Chief of Police, up to and including suspension. If the Chief of Police believes the Deputy Chief should be terminated, the Chief of Police may suspend the Deputy Chief of Police with pay, pending a review and possible hearing by the Police Authority Board.
- c. **Compensation/Contract/Termination.** The Deputy Chief of Police shall receive compensation as determined by the Police Authority Board. All terms and conditions of the Deputy Chief of Police employment, including length of service, shall be specified in a written contract between the Chief of Police and the Police Authority, provided that the Deputy Chief of Police shall serve at the pleasure of the Police Authority Board, and the Police Authority Board may discharge the Deputy Chief of Police *sua sponte* or upon recommendation of the Chief of Police in a manner consistent with Section 4.04 of this Agreement.

5. Amendment to Section 4.11 of the Interlocal Agreement. Section 4.11 of the Interlocal Agreement is hereby deleted in its entirety and replaced with the following:

Section 4.11. Fiduciary Duty. The Chief of Police, the Deputy Chief of Police, and the treasurer are under a fiduciary duty to conduct business in the best interests of the Police Authority, including the safekeeping and use of all Police Authority monies and assets for the benefit of the Police Authority. The Chief of Police, the Deputy Chief of Police, and the treasurer shall discharge their duties in good faith, with the care an ordinarily prudent individual in a like position would exercise under similar circumstances.

6. Amendment to Section 4.12 of the Interlocal Agreement. Section 4.12 of the Interlocal Agreement is hereby deleted in its entirety and replaced with the following:

Section 4.12. Compensation. The members of the Police Authority Board and any ad-hoc committee members shall receive no compensation

for the performance of their duties. A member of the Police Authority Board or any ad-hoc committee members may engage in private or public employment, or in any profession or business, but may not serve as an employee of the Police Authority. Members of the Police Authority Board or any ad-hoc committee members may be reimbursed by the Police Authority for actual and necessary expenses incurred in the discharge of their official duties.

- 7. Amendment to Section 4.13 of the Interlocal Agreement.** Section 4.13 of the Interlocal Agreement is hereby deleted in its entirety and replaced with the following:

Section 4.13. Oath of Office. Members of the Police Authority Board, the Chief of Police, and the Deputy Chief of Police shall take and subscribe to the constitutional oath of office as set forth in Section 1 of Article XI of the State Constitution of 1963 prior to entering upon the duties of office. The oath of office shall be filed with the Secretary of the Police Authority.

- 8. Headings.** The headings of the sections set forth in this Amendment are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Amendment.
- 9. Complete Agreement.** This Amendment No. 8, the Interlocal Agreement and any additional or supplementary documents incorporated by specific reference contain all of the terms and conditions agreed upon by the Parties and no other agreements, oral or otherwise, regarding the subject matter of this Amendment or any part thereof shall have any validity or bind either of the Parties.
- 10. Severability.** If any provision of this Amendment is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of this Amendment.
- 11. Waiver.** No waiver of any of the obligations contained herein shall be effective for any purpose unless the same shall be in writing signed by the Supervisor and Clerk of the Township and the Mayor and Clerk of the City.
- 12. Construction.** This Amendment has been prepared and negotiations have occurred in connection with said preparation pursuant to the joint efforts of the Parties. This Amendment therefore shall not be construed against either Party.
- 13. Amendment.** This Amendment may not be amended or modified except for by written agreement signed by both Parties.
- 14. Certification to Sign Amendment.** The persons signing on behalf of each of the Parties certify by their signatures that they are authorized to sign the Amendment on behalf of such Party and that this Amendment has been authorized by such Party.

15. Remainder of Agreement. Except as modified by this Amendment, the terms of the Interlocal Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be executed and delivered by their respective duly authorized representatives as of the day and year first above written.

CHARTER TOWNSHIP OF MUNDY

Dated: _____

By: _____

Tonya Ketzler
Supervisor

Address: 3478 Mundy Avenue
Swartz Creek, MI 48473

CITY OF SWARTZ CREEK

Dated: _____

By: _____

David Krueger
Mayor

Address: 8083 Civic Drive
Swartz Creek, MI 48473

This Amendment was prepared by
Kevin Kilby (P68599)
McGraw Morris P.C.
2075 W. Big Beaver Road
Suite 750
Troy, Michigan 48084
(810) 569-0352
kkilby@mcgrawmorris.com



WATER METER AMI PARTNERSHIP PROPOSAL

Steven Berra
AMI Specialist | Ferguson Waterworks
(231)-301-5137

Software and Equipment Support:
248.397.9083 | neptune@ferguson.zohodesk.com



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January 3, 2022

Attn: City of Swartz Creek

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

Subject: Request for Proposal for 2022 City of Swartz Creek Software and AMI Implementation Project

Dear City of Swartz Creek Staff:

Thank you for the opportunity to submit the accompanying proposal for City of Swartz Creek's Software and AMI Implementation Project. City's evaluating new meter and automation options might readily conclude that the products and services offered by leading manufactures and their distribution partners appear very similar. To an extent, they are. With the advancement in technologies over the years, water meters and radio systems from leading manufactures have become more reliable and similar in features and capabilities. However, at Ferguson Waterworks, we believe that the support and service you receive over the life of the system are what drives the highest return on your investment. We feel that our team and support structure raise us above our competition, and we look forward to discussing how Ferguson Waterworks deploys our system and manages it over its life cycle for long term success.

Ferguson Waterworks, Meter and Automation Group (MAG) is uniquely qualified with many distinct advantages for the City, operating as both a Neptune Level 1 distributor in select areas of the United States since 1975. With over 125 successful AMR/AMI accounts in Michigan, we are certainly fit to provide you with an abundance of local service and support.

For your project, our Ferguson team would partner with Neptune Technology Group to leverage existing metering assets currently installed throughout the city. Our Michigan based Ferguson team would manage the project, implementation, and provide all technical assistance and support of the program with the help of Trendset Communications, our third-party installation team. You will also be provided with ongoing training on the system in addition to continued support after the completion of the project.



ADVANTAGES FOR CITY OF SWARTZ CREEK:

STRONG HISTORY – As a Ferguson/Neptune partner, we believe that our relationship with Swartz Creek should not end after meters are sold and installed. We see the deployment of a new Neptune metering system as a long-term partnership that we are excited to begin with City of Swartz Creek. Neptune and Ferguson mean stability and reliability, as we are established local partners with a history of proven products. Since 1892, Neptune has built a 125-year track record of dependable meter and automation technology to become the most widely used meter in North America. This strong partnership and quality product helped Ferguson Waterworks partner with multiple utilities over the years to build a proven track record of successful AMI and AMR projects in the area including meter and radio installations.

LOCAL STOCK - Ferguson takes great pride in our Midwest distribution centers supporting Iowa, Illinois, Minnesota, the Dakotas, Wisconsin, and Michigan. With more than \$1M in Neptune products in inventory, we can enable City of Swartz Creek to get started on a project at the snap of a finger and can provide material in a timely manner during a project as needs arise.

NO STRANDED ASSETS – Neptune’s R900 Meter Interface Unit (MIU) has been 20 years in the making, and Neptune continues to invest and innovate in radio frequency technology. Throughout this time, several flashy, new technologies have entered the meter-reading space such as telephone reading, satellite reading, and now cellular reading. Those technologies have come and gone, leaving customers with an obsolete system, and it remains to be seen if cellular will provide long-term stability and a long system life like RF technology offers. We take great pride in being backward compatible with forward migration, all designed to preserve your multi-year investment. Neptune and Ferguson will support your system long term and we have the track record to prove it. **Neptune’s approach is a build-on rather than a change-out model assuring future compatibility and leveraging technology already deployed.**

INDUSTRY LEADING INSTALLATION – In the 20 plus years that Ferguson Meter & Automation has been installing water meters and AMR/AMI technologies, we have been continually refining our installation processes and building partnerships with the strongest installation companies in the Country. These refinements have been driven by requests from our customers as well as our desire to improve the efficiency and accuracy of our installations, using the most advanced technologies available in the marketplace. Rest assured, site photos and data validation software provide precise results and are uploaded daily for validation with the City.



SUMMATION

In the end, Ferguson aims to save you from all the performance pitfalls, disadvantages, and time-consuming hidden costs that an unsuccessful project with a different contractor could cost you. Though some manufactures may wave a low-cost solution in front of you, a quick Google search can bring to light some of the massive failures and future costs that your utility could be setting themselves up for.

Neptune is the North American market share leader in meter sales and boasts more than 3,000 active AMR/AMI systems in use today, while Ferguson boasts larger annual revenue than the top 5 meter and automation manufactures combined. Behind our success, we are an organization committed to partnership, the highest quality risk-free products, and a proven record of performance as detailed in the pages ahead. Ferguson's Meter and Automation Group and Neptune Technology Group are more than just meters and automation, we are your *Utility Partners!*

Above all, **FERGUSON WATERWORKS** sincerely appreciates the opportunity to submit the attached proposal for your Water Meter Replacement project and we look forward to presenting our unique advantages in greater detail with the staff at City of Swartz Creek.

If you have any questions concerning our qualifications, please do not hesitate to contact us for clarification.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Matthew Rizzo', with a stylized flourish at the end.

Matthew Rizzo

Directing Manager - Meter & Automation Group

Ferguson Waterworks | Meter & Automation



1. QUALIFICATIONS AND EXPERIENCE

ABOUT FERGUSON



WATERWORKS Established in 1953 and headquartered in Newport News, Virginia, Ferguson opened with several locations dedicated to servicing smaller plumbing contractors. From this modest start, we raised the bar for industry standards as the top-rated and largest wholesale supplier of commercial and residential plumbing supplies in the U.S. However, our expertise goes beyond plumbing. We are a diverse distributor that spans multiple businesses including HVAC/R, waterworks and industrial.

For nearly 70 years, we have grown from a local plumbing distributor to a **\$23 billion company with more than 1,400 locations and over 27,000 associates nationwide**. We pride ourselves on delivering world-class service to our customers, and they know that “Consider it done.” is more than just a tagline. It is a cultural belief that is demonstrated every day through exceptional customer service, product selection and industry knowledge.

On the Waterworks side, your servicing branch in Kentwood Michigan represents just one of roughly **200 Ferguson Waterworks locations across the nation**. For added expertise around water meters and AMR/AMI technologies, Ferguson has made a significant investment in creating the Meter and Automation Group. This substantial investment of human and capital resources with a focus specifically on AMR/AMI has allowed us to partner with four of the top five-meter manufacturers in the country and claim a leadership position in the sales and service of AMR/AMI projects. As the authorized distributor for Neptune in Michigan, Ferguson can leverage its branch network and municipal sales focus to bring unprecedented support to any meter project.



INDUSTRY LEADER IN AMR/AMI TECHNOLOGY

ABOUT NEPTUNE



Neptune is an AMR/AMI systems vendor with a successful history for over 120 years. As a leading provider of meter reading systems and water measurement products, Neptune has continually focused on the evolving needs of water utilities – revenue optimization, operational efficiencies, and improved customer service. Our vision is to be viewed as the **most valued partner** of our utility customers and help them manage the world’s scarce water, energy, and human funding resources.

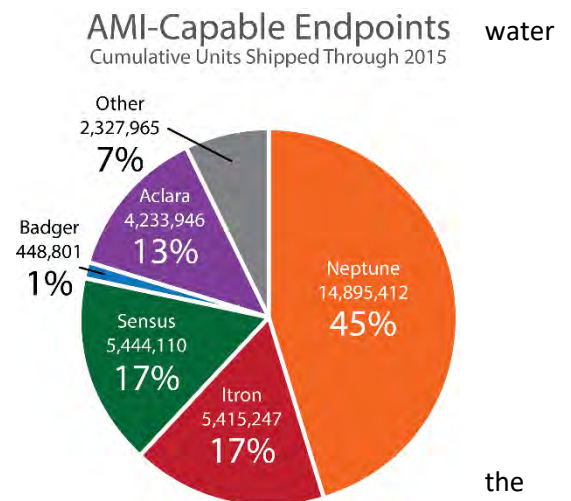
Neptune’s fully integrated manufacturing facility ensures a dependable and dedicated support for all hardware, software, and support for mobile Advanced Meter Reading (AMR) and fixed-base Advanced Metering infrastructure (AMI) systems. All Neptune water meters meet or exceed American Water Works Association standards as well as all the revised requirements of the Safe Drinking Water Act (SDWA). Accurate meter readings are guaranteed with Neptune’s absolute encoder technology — a field-proven meter reading concept first introduced in 1964. This solid foundation allows a seamless migration from manual data collection to handheld, mobile, and fixed network radio frequency systems. Neptune’s migration approach means you will never outgrow Neptune technology.

Ferguson and Neptune understand that upgrading your current meter reading system requires considerable deliberation. In appreciation of your existing Neptune meter investment, we are uniquely situated to leverage your existing Neptune equipment in the most cost-effective manner. Achieving your automation goals with proven long-term performance and a vetted local partner is invaluable.

Highlighting our existing business relationship does not diminish our enthusiasm or commitment to this project. As the leading meter and radio provider in North America with nearly 15.5 million working AMI/AMR-compatible radios in over 2,800 active systems, Neptune products are smarter and more durable today than ever before.

At the core of the Ferguson Waterworks options contained herein are proven products and systems. The accompanying chart from the independent 2015 SCOTT Report details where the Neptune products proposed herein provide more AMI/AMR-compatible radios than all others combined.

Continuing your partnership with Ferguson and Neptune will eliminate headache that usually accompanies a metering system upgrade program.





can provide the hardware, software, and trained personnel to ensure this project is completed efficiently and effectively.

REFERENCES

1. **City of Madison Heights, MI:** 300 W. 13 Mile Rd, Madison Heights, MI 48071

i. Contact - Mr. Chris Woodward, Utilities Supervisor

ii. Phone: (248) 837-2803, Email: ChrisWoodward@Madison-Heights.org

iii. System Makeup – Madison Heights has roughly 10,000 services, currently utilizing Neptune T-10 Meters, R900 MIU and the Neptune R900 Gateway AMI System

iv. Experience – Chris will be able to attest to Ferguson Waterworks ability to efficiently complete a turn-key City-wide meter change out program. Chris will also be able to discuss the interaction between both our work order management (installation) and meter reading software and the City's utility billing system BS&A. Finally, Chris will be able to discuss the level of customer service that Ferguson Waterworks provides the Township of Madison Heights.

2. **City of Northville, MI:** 215 West Main St. Northville, MI 48167

i. Contact – Mr. Mike Domine, Asst. Director of Public Works

ii. Phone: (248) 421-8912, Email: mdomine@ci.northville.mi.us

iii. System Makeup – Northville has about 2800 services. They had previously updated their large meters but wanted to update the rest of the system as well as make the transition from touchpad to AMI. The system is 90% complete but was put on hold due to Covid-19.

iv. Experience – Mike can attest to Ferguson Waterworks' ability to complete a turnkey Meter Replacement Project on schedule. Was it not for Covid-19, the installation project was projected to finish well ahead of schedule. Mike can talk about how Ferguson has worked with Northville residents during the project to solve any challenge that arises.

3. **City of Ferndale, MI:** 300 East Nine Mile Rd. Ferndale, MI 48220

i. Contact – Mr. Dan Antosik, Asst. Director of Public Works

ii. Phone: (517) 260-0940, Email: dantosik@ferndalemi.gov

iii. System Makeup – Ferndale has roughly 10,000 services and has deployed a Neptune R900 Gateway system complete with a WaterSmart Customer Engagement Portal. Their KP/Mueller system began mass failure with little to no support from their distributor and vendor. They are roughly 70% complete with a turn-key meter replacement project with Ferguson Waterworks.

iv. Experience – Dan can attest to Ferguson Waterworks' ability to deliver quality solutions to complex problems. Dan can also speak to the value driven long-term partnership that has been created between the City of Ferndale and Ferguson Waterworks.



4. Charter Township of Shelby, MI: 52700 Van Dyke Ace. Shelby Twp. MI 48316

i. Contact - Mr. David Miller, Director of Public Works

ii. Phone: (586) 731-5990 ext. 1858, Email: millerd@shelbytwp.org

iii. System Makeup – Shelby Township has roughly 35,000 services. We are replaced roughly 32,000 R900 MIU units over a 9-month period to transition the Township from a manual read data capture system to an R900 AMI System.

iv. Experience – David will be able to attest to Ferguson Waterworks’ ability to resolve complex issues in an efficient manner. He can also speak to the quality of our turn-key installation package and our commitment to a successfully completed project. Finally, as a long time Neptune customer, David can attest to the quality of Neptune products.

5. City of Kalamazoo, MI

i. Contact – Mr. Steve Skalski, Assistant City Engineer – Water Resources Division

ii. Phone: (269) 337-8454, Email: skalskis@kalamazoocity.org

iii. System Makeup – Kalamazoo has roughly 45,000 services and numerous methods of reading their meters. Recently they completed an R900 Gateway AMI pilot program with Ferguson Waterworks and they were very impressed. They have elected to move forward with Ferguson and the Neptune AMI system moving on from the Sensus system provided by Etna and will be undertaking an aggressive three-year turn-key replacement of all meters and reading devices in the City.

iv. Experience – Steve can attest to Ferguson Waterworks’ ability to solve complex issue with solutions that are sensible and crafted specifically for the City of Kalamazoo. Steve can discuss our level of commitment to our customers from the time we make the first presentation through project deployment.



December 2, 2020

Ferguson Waterworks
Steven Berra
24425 Schoenherr Rd
Warren, MI 48089

Steven:

I would like to thank you and your team at Ferguson Waterworks for providing exceptional service to Fort Gratiot Charter Township DPW. Your personal commitment to making the meter replacement project run smoothly through this trying year was so very much appreciated.

I appreciate the time that you gave to the project to allow us to have weekly meetings with UMS, your staff, and the staff at Fort Gratiot DPW. While we had some issues with UMS, Ferguson was able to step in and help resolve and keep the lines of communication moving forward.

I would personally like to thank your staff, Andrew Opalewski and Jeremy McGaffey for assisting with the weekly reports, uploads to BS&A and supporting our staff in making this a very successful project. Both gentlemen went above and beyond to support this project.

Since the project's completion, Ferguson Waterworks has successfully assisted us with transitioning over from the NSight system to Neptune 360. We appreciate the continued support and friendly service that we have been receiving from your Customer Service and IT support group.

We at Fort Gratiot DPW are very satisfied and happy to be your client and are looking forward to more years of service.

Sincerely,

Greg Randall, Superintendent
Department of Public Works
Charter Township of Fort Gratiot



2. SYSTEM PLAN

Currently, the system is read via a handheld and PC based software by a Swartz Creek City employee driving throughout the city to collect reads. This makes it time consuming to read and bill for water/sewer each billing cycle. The proposal is to move from this water meter reading type to an AMI system (utilizing Fixed Network plus hybrid/backup reading capability). The new software and reading technology will improve the system by:

1. Near real time meter reads.
2. Will not have to estimate bills if weather or lack of staff makes it extremely difficult to provide actual reads
3. Will remove liability of employee falling, getting bit by animals, even potentially being physically harmed if a resident believes they are a trespassing intruder.
4. Will provide constant usage alerts i.e. leaks, no usage, backward flow, etc.
5. New radio transmitters will store up to 96 days of hourly consumption data assisting the resident when a potential high usage occurred to narrow down the issue if a collector has down time.
6. Will assist the City in verification of usage when a resident disputes a charge based on their own feelings.
7. Can assist with tampering and reverse flows by providing alerts and storage of data for up to latest 96 days and will store up to 2 years of data in the new software.
8. New software is cloud hosted by AWS, providing a secure experience and all updates are automatically provided, thereby no purchase of new software versions.
9. New meter or registers will provide high resolution (more granularity) making detection of alerts much more accurate and much quicker to diagnose a potential issue
10. Will help customers identify potential issues much faster which will provide better, faster, and a proactive approach to modern day customer expectations from the City.



ABOUT THE SYSTEM

Neptune ProRead and ProCoder- The Neptune® ProCoder™ solid state absolute encoder register features a high-resolution, mechanical sweep hand to detect ultra-low flows as well as monitor direction of flow. The ProCoder's non-contact LED absolute encoding technology ensures the odometer read exactly matches the remote read. It provides a high-resolution, 8-digit remote meter reading along with leak, tamper, and reverse flow flags when connected to a Neptune R900® MIU. Currently, there is a mix of Neptune Auto(6 wheel max output), Neptune ProCoder(8 wheel output), and Mach 10 Ultrasonic(8 wheel output) which will provide ample granularity.

AMI Solution, Neptune R900 V4 Meter Interface Unit and Gateway- Water utilities can quickly deploy and operate their own Smart Water AMI Network with a ruggedized gateway that employs the open standards 900mhz protocol and network architecture. Leveraging the R900® System, utilities can easily view collected metering data to improve operations, quickly resolve customer questions and complaints, and optimize distribution system management.

Get the most value from your current endpoint infrastructure and workforce through Neptune R900 Systems that allow you to migrate at your own pace from walk-by and mobile Automatic Meter Reading (AMR) to Advanced Metering Infrastructure (AMI). Providing fixed network functionality, the R900® Gateway is easily integrated into the R900 System. You can choose the optimal reading solution as needed – without the requirement for special reprogramming of R900 endpoints. The R900 Gateway supports the R900 System's 1-Watt fixed network endpoint messaging, extending coverage while reducing AMI infrastructure costs.

The R900 Gateway network provide a secure and scalable network for Smart Water automation, incorporating the Neptune R900® endpoint. Support of AMI functionality can be achieved rapidly. The R900 Gateway comes in a compact, ruggedized enclosure for easy deployment for wide-area-network (WAN) connectivity for Smart Water AMI applications.



3. Software and AMI Implementation Project

Our Ferguson team has come up with the following partnership proposal good through July 1st, 2022 for City of Swartz Creek, Michigan:

AMI Reading Equipment Option:	Description	Number of units:	Current cost:
Neptune 360 AMR Hosted Software	Annual Fee/Includes Support	2,456	\$10,880.08
Belt Clip Transceiver	Requires Cellular device	1	\$ 5,797.10
Software Setup and Validation	Implementation	1	\$ 3,500.00
R900 Fixed Network Collector	Installation included	2	\$60,000.00
Total			\$80,177.18

Cellular AMI Reading Option:	Description	Number of units:	Current cost:
Neptune 360 Hosted Software	Annual Data Fee	50?(\$15 ea)	\$ 750.00
Cellular R900 Endpoints	Gap Fill Radio	50?(142.03)	\$ 7,101.50
Total			\$ 7,851.50

Total Estimate for AMI system with mobile backup **\$ 88,028.68**

***Budget for RMA replacement of older radios at a discount should be added in for future replacements**



We wanted to present a proposal which would provide latest reading solution. The pricing proposal is guaranteed through July 1st, 2022 for AMI equipment, AMI installation, and hosted cloud software. Cost of meters can be quoted if needed.

Key aspects of Neptune V4(starts with a "15" MIU ID number for R900 Radios):

- Can be read with Neptune Handheld, Drive By MRX, and Fixed network AMI reading equipment
- No Programming/reprogramming needed to be read by Neptune Mobile or AMI fixed network equipment
- Neptune 360 hosted cloud reading software can provide near real time reads to billing staff with driveby unit
- Can add fixed network collectors later and read seamlessly without having to field program each individual radio
- V4 Radios store up to 96 days of data
- V4 Radios can be data logged and graphed for high bill complaints
- MRX920 can data log V4 radios in the field, identify missed reads, leak flags, reverse flow events, etc.
- Neptune V4 radios can be wired to existing Neptune protocol meters
- Can move meter reading system at your own pace with minimal additions
- Neptune meters and radios are backward compatible and forward migratable meaning they do not leave their customers stranded with old equipment, no forced upgrades.

Services Ferguson can provide:

- Unmatched support and availability of equipment for large and small quantities
- Continuous tech support included with cloud software

Thank you for the opportunity to propose an AMR solution capable of migration to an AMI system if needed. With the Neptune system, a customized program can be implemented seamlessly with existing meters and ongoing implementation of the AMR or AMI system. Please let me know if you have any questions or concerns and I would be gladly address them in a timely manner.



R900[®] Endpoint - Cellular

What is the R900[®] endpoint - cellular?

The R900 endpoint is a meter interface unit that utilizes a cellular network to transmit data to Neptune[®] 360[™]. A network infrastructure is not required, eliminating the operational and capital burden that can come with having a traditional RF fixed network. The cellular endpoint supports targeted or full-scale deployments, providing a solution that can be tailored to each utility's unique needs.

What cellular network supports the R900 endpoint?

The R900 endpoint is supported by the FirstNet[®] cellular network to ensure robust coverage and secure, reliable delivery of AMI data.

What is FirstNet?

FirstNet is the nationwide public safety broadband network built with and for First Responders (Primary) and those who support them (Extended Primary). Water utilities and their suppliers, such as Neptune Technology Group, are classified as Extended Primary.

What are the benefits of FirstNet?

FirstNet data is routed through a separate, core network apart from commercial traffic allowing for:

- Data prioritization over commercial traffic
- Enhanced cybersecurity
- Protection from network congestion

FirstNet also provides augmented coverage with dedicated network resources and mobile cellular units that can be dispatched during disaster recovery to support agencies and organizations on FirstNet.

How do I know whether I have FirstNet service in my area?

A coverage map can be used to identify service locations and is available on the FirstNet website:

<https://www.firstnet.com/coverage.html>.

Does the R900 endpoint require any programming?

No, the cellular endpoint auto-detects the type of encoded register it is connected to and only requires a magnet swipe along the endpoint housing to be activated.

With what encoder registers will the R900 endpoint function?

The cellular endpoint is compatible with the following encoder registers: Neptune[®] ARB[®] V, ProRead[™], ProCoder[™], E-CODER[®], MACH 10[®], KROHNE WATERFLUX 3070, Sensus (Invensys) ECR II, ECR III, ICE, iPerl, Electronic Register, OMNI, Hersey/Mueller Translator, Badger ADE, HR E|LCD, E-Series.

Please refer to the latest product sheet for any updates to the compatibility list.

If I change the register attached to the R900 endpoint do I need to wait to get an updated reading?

No, magnet swiping the endpoint will force it to interrogate the register and initiate network transmits of the data. Any subsequent readings after the magnet swipe will contain the latest reading from the new register.

How often is data sent from the endpoint to Neptune 360?

The endpoint interrogates the meter register every 15 minutes. This data is stored in the endpoint data log and is transmitted via the FirstNet network to Neptune 360 four times a day/once every six hours.



Does the R900 endpoint support a local data unload of the endpoints data log?

No, the endpoint does not support a local data log unload. Instead, usage profile information can be accessed remotely from Neptune 360. Additionally, the R900 endpoint stores up to 96 days of data to backfill readings into Neptune 360 in the event of a cellular network interruption. Once communication is restored, any readings that are stored and have not been transmitted will be queued and transferred via the cellular network, so that there are no missed readings.

Does the R900 endpoint support mobile messages?

Yes, the endpoint will transmit a mobile message every 30 seconds after 72 consecutive hours of unsuccessful cellular transmission. After a successful cellular transmission, the endpoint will stop transmitting the mobile message every 30 seconds.

How is the R900 endpoint activated?

The endpoint is shipped in a “sleep” mode and requires a magnet swipe along the top left corner to activate and begin transmitting meter reading data.

Is the battery replaceable on the cellular endpoint?

No, the R900 endpoint is fully potted for field reliability and there is no mechanism for field replacement of the battery.

How can I distinguish the R900 endpoint - cellular from other R900 endpoints?

The cellular endpoint can be distinguished from other R900 endpoints in the following ways:

- Pit units with an internal antenna have a distinct mounting arm with a circular hole through it that extends from the side of the endpoint’s housing.
- Wall units and pit units with an external antenna have “R900 CELLULAR” printed on the cover of the unit.
- The label on the endpoint housing for all units includes “R900 cellular endpoint” along with a black box that indicates it is FirstNet enabled.

Can the R900 endpoint be connected to two separate encoded registers?

No, the R900 endpoint does not support networking and can only be connected to a single encoded register.

How do I verify that the R900 endpoint is connected to the cellular network once installed?

Connectivity can be verified by using the Neptune® 360™ Field Manager app. The Field Manager app will display information regarding the endpoint’s cellular network status and meter reading from the connected register. This displayed information can be used to verify that you have properly wired the endpoint to the register along with a verification of cellular signal strength at the installation location.

How do I download and install the Field Manager to my iOS or Android device?

Contact Neptune Customer Support to obtain a license key and directions for installing the application to your device.

Is the Field Manager app required for installation?

No, the Field Manager app is not required for endpoint installation, but it is useful to verify a valid meter reading and good cellular network connectivity at the installation location.

Why is the R900 endpoint transmitting all colons (:::.....)?

The endpoint is not detecting an encoder register. Check all wiring connections and magnet swipe the endpoint to force a register interrogation.

What head-end software is supported by the R900 endpoint?

The cellular endpoint is supported by Neptune 360 only.

Does the R900 endpoint support remote firmware updates?

Yes, the endpoint supports remote firmware upgrades, initiated from Neptune 360, for future enhancements and bug-fixes.



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Neptune[®] 360[™] Data Management Platform

A Product of Neptune Technology Group





Turn Information into Action

Data is just data unless you can use it effectively. To go beyond basic meter reading and billing, your utility needs tools that provide a deeper understanding of the data you collect to turn it into meaningful information for a Smart Water Network. The Neptune® 360™ data management platform was designed to provide as much data as your utility needs, while helping you make sense of it all — empowering faster, more informed decisions. Analyze data quickly and easily with software tailored for the needs of water utilities.

Putting Your Data in View

Having the data is one thing, seeing the data and making sense of it is another. Neptune 360 delivers an intuitive, user-friendly design, making the data clear and easy to interpret. Examining your entire AMI network using system-wide Key Performance Indicators and geographical views assists with identifying areas of concern and finding ways to maximize operational efficiencies.

Quickly access a dashboard view of your largest water consumers, providing you with information needed to take action. Analysis of individual trends and usage patterns helps resolve customer service calls with confidence. Detailed reporting of consumption activity, potential leaks, and reverse flow will keep you ahead of issues that could impact your utility's revenue.



Lift Your IT Burden with a Cloud-Based Solution

Boost utility efficiency with Neptune 360 delivered as a service. No longer install servers or perform upgrades. All that is needed is an Internet browser. Just log on to access anywhere at any time.



A True Sense of Security

Ease your security concerns and stay focused on the business of water. Continuously-monitored Neptune 360 operates from a world-class data center, providing the highest level of security, redundancy, and disaster recovery services.

Share Information Across the Smart Water Network

Your management, maintenance, customer service, water quality, and other departments all need fast, easy access to information. Share and leverage actionable data captured by Neptune 360, empowering

collaboration and helping predict impacts on your utility. The platform seamlessly integrates meter data, event data, and alerts directly with third party work order systems, customer portals, hydraulic modeling applications, and other systems through Application Programming Interfaces (APIs).



An Application that Grows as You Grow

From mobile meter reading today, to moving to an AML network tomorrow, the same software platform is utilized. Apply trend analysis in rate structure planning and usage initiatives. The modular-based platform makes it easy to turn on new features as your needs evolve, bringing you critical data to proactively plan for tomorrow.



Trust the Data

Data accuracy and dependability matter. By implementing the highest-level architecture, Neptune ensures data integrity with processes and tools to maintain quality from the meter to the platform as part of routine business operation.

NEPTUNE[®] 360[™]

Analyze and share meaningful data with a platform that empowers utilities. Actionable insights help you achieve your goals and objectives.

METERS MATTER

Stream critical actionable data right into Neptune[®] 360[™].



WALK-BY DATA

Sync collected data easily.



FUTURE PROOF AMI

Connect AMI network data.



MOBILE

Incorporate mobile data collection.



BRING YOUR OWN DEVICE

Eliminate specialized devices and communicate efficiently.



THIRD PARTY SOFTWARE

Link data with third party applications (such as CIS and ESRI).



CUSTOMER RELATIONSHIPS

Streamline utility data management and provide exceptional customer service.



+ ACT QUICKLY

+ PLAN FOR THE FUTURE

+ MANAGE GROWTH

Neptune® 360™ Benefits

- Neptune-managed system with no installation required
- Cloud-based solution in a world-class data center with the highest level of security and disaster recovery/redundancy
- 24/7 software system monitoring
- Retain data ownership in a system designed exclusively for water utilities
- Integrate and access Data Analytics across departments — helping your utility achieve goals and objectives
- Identify potential leaks, excessive consumption, and reverse flow to proactively resolve issues faster
- Migrate easily from mobile to fixed network
- Aid Non-Revenue Water reduction, conservation, and rate planning
- A single platform across devices that can be accessed anywhere at any time

Specifications

Neptune 360

- Google Chrome and Microsoft Edge web browsers supported
- When using touch screen monitors, Neptune recommends Microsoft Edge web browser for optimal viewing and performance

Neptune 360 Mobile

- Neptune 360 Mobile supports Android, iPhone, and iPad devices running the following operating systems:
 - Android: 5.1.X Lollipop, 6.0.X Marshmallow, 7.0.X Nougat, 7.1.X Nougat, 8.1.X Oreo
 - iOS: 10.3.1 and higher, 11

Bring Your Own Device to Field Operations

Save money and time with Neptune 360 Mobile — use your utility's existing Android or iOS cell phones or tablet devices to perform meter reading. Pair with an R900® Belt Clip Transceiver or MRX920™ Mobile Data Collector and expand your field device options when performing re-reads, reading monthly routes or even responding to high water bill complaints.



96

days of hourly
historical
consumption



Neptune 360 Mobile provides direct communication via wireless from the field without the need to bring your mobile device back into the office, yielding data on demand for more efficient customer service. Other application capabilities include RF Test, Off-Cycle Read, and Data Log to capture 96 days of hourly historical consumption — addressing customer issues faster.



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January 24, 2022

AMI Your Way

Neptune® R900® System: Cellular Endpoint



Neptune's cellular endpoint allows you to progress at your own pace to AMI when integrated into your Neptune® R900® System. Neptune's cellular endpoint provides all of the benefits of an advanced meter reading solution without the operational burden of network infrastructure while allowing you to protect existing asset investments. An easily deployable AMI solution, the cellular endpoint allows you to start collecting actionable meter data immediately. Powered by the FirstNet® cellular network, you are assured a reliable, highly secure, and easy-to-deploy AMI data solution for both current and future needs.

- No AMI fixed network infrastructure installation, maintenance, operations, or upgrade costs for the life of the deployment.
- Seamless integrations with existing R900 technology for a flexible AMI solution.
- Access all of your meter data from anywhere at any time with Neptune® 360™.
- Improve operations and customer service with real-time, high-resolution AMI data and advanced analytics.
- Automatically recover from network outages with 96 days of stored data.

FirstNet®, Built with AT&T

- Two-way solution using the FirstNet® LTE-M cellular technology helps ensure robust coverage.
- Prioritized connectivity, even during natural disasters, protects against commercial traffic congestion.
- Network resources and mobile cell sites can be dispatched during disaster recovery to support network connectivity.
- Sensitive information is highly secure on the FirstNet® network.



#winyourday
January 24, 2022

Specifications

Environmental Conditions

- Operating temperature:
-22°F to +149°F (-30°C to +65°C)
- Storage temperature:
-40°F to +158°F (-40°C to +70°C)
- Operating humidity:
100% condensing

Antennas

- Wall: standard internal antenna
- Pit: internal or external antenna

Encoded Register Compatibility

- Neptune® MACH 10®, ARB® V, ProRead™, E-CODER®, and ProCoder™
- Sensus ECR II, ICE, iPerl, Electronic Register and OMNI
- Hersey/Mueller Translator
- Badger ADE, HR E|LCD, E-Series
- Elster/AMCO InVision (Sensus protocol version)

Operation

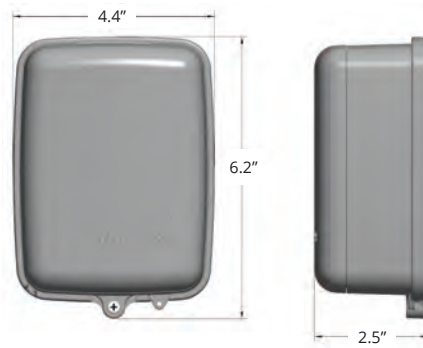
- Four cellular LTE-M transmissions per day
- Mobile 900 MHz backup transmissions
- Verify installation via the cellular endpoint manager tool
- 15-minute interval data with automatic back-fill
- Priority alerts
- Configurable transmission windows

Warranty

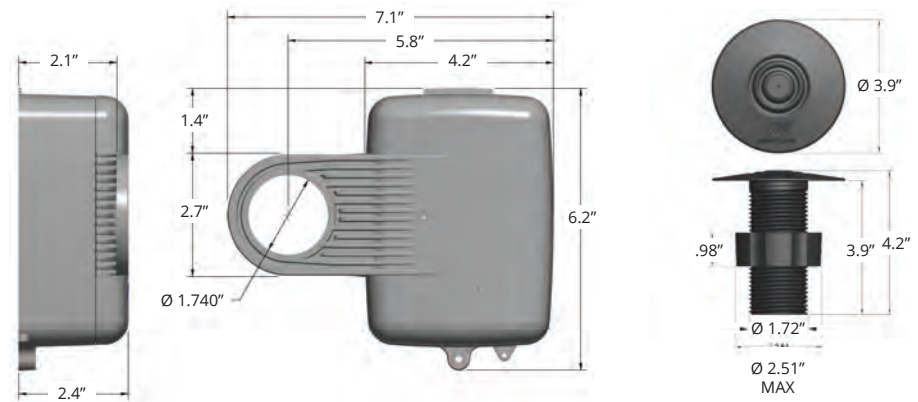
- Neptune provides a limited warranty for performance, materials, and workmanship. See warranty statement for details.

Dimensions

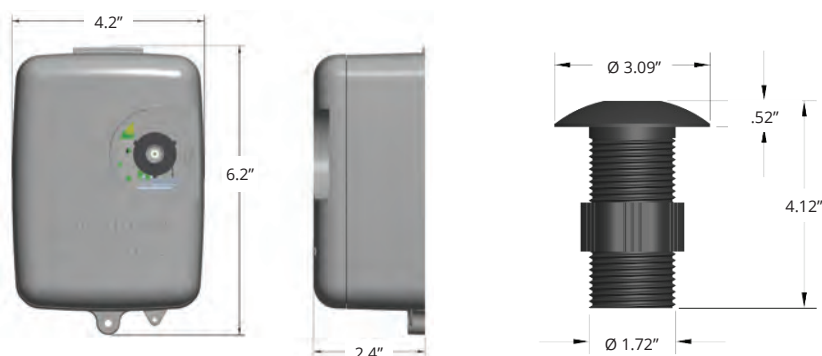
Wall Endpoint



Pit Endpoint (Internal Antenna)



Pit Endpoint with External Through-the-Lid Antenna



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A PRODUCT SHEET OF NEPTUNE TECHNOLOGY GROUP

R900® Gateway v4 Fixed Network Data Collector



Streamline Measurement and Boost Efficiency

Maximize the efficiency of your workforce – not only by automating meter reading but also by freeing up time for other tasks. Like the other components of Neptune’s R900® System, the R900® Gateway fixed network data collector is designed for quick installation, ease of use, and flexibility. The R900 Gateway collects metering data as well as daily leak, reverse flow, and days of no flow alerts from all E-CODER®-equipped meters. The R900 Gateway’s software-defined radio technology can process eight (8) meter readings simultaneously and gather 360 readings per second – optimizing your fixed network with high throughput reading performance; especially in high-density R900® deployments. The data you collect is accurate, timely, and simple to share with other departments – so you can turn it into meaningful information that will help identify hidden causes of loss and optimize efficiency.

Migrate Backward and Forward With Total Confidence

Get the most value from your current assets, both infrastructure and workforce, through Neptune® systems that allow you to migrate at your own pace from mobile automatic meter reading (AMR) to advanced metering infrastructure (AMI). Providing fixed network functionality, the R900 Gateway is easily integrated into the system with mobile methods of reading your existing R900 endpoints, so that you can choose the technology you need, where you need it – without a need for special programming or reprogramming of MIUs. The R900 Gateway supports the R900 System’s 1 Watt fixed network message from endpoints, reducing infrastructure costs.

Resolve Customer Issues Proactively with Detailed Data

The R900 Gateway gives your utility simplified access to information that will help you identify and resolve water-related issues quickly and easily. You’ll be able to track detailed hourly water consumption for individual accounts and receive alerts that will help you proactively improve service to your customers. Save them – and your utility – time and money, and inform customers of excessive water usage to head off high bill complaints, reduce delinquent payments, and eliminate write-offs.

KEY BENEFITS

Facilitates Migration to AMI

- Supports the 1 Watt fixed network message from R900 endpoints, reducing infrastructure costs
- Migrate at your own pace – your system can be read by any combination of mobile and fixed that you choose
- No reprogramming of endpoints required to migrate to fixed network reading

Simple Access to Powerful Data

- On-demand read capability – obtain a reading whenever you need it
- Daily leak, reverse flow, and days of no flow alerts from E-CODER-equipped meters

Improves Meter Reading Efficiency

- Software-defined radio (SDR) technology capable of processing eight (8) readings simultaneously
- Optimal performance in high-density R900 environments – capable of 360 readings per second

No Stranded Assets

- Maintains compatibility with existing R900s deployed
- Utilizing the power of our software-defined radio technology, all existing R900 Gateway v3 units can be easily updated to obtain R900 Gateway v4 functionality

Specifications

Receiver

- 910-920 MHz
- 50 channels
- Processes 8 readings simultaneously
- Processes 360 readings per second
- Capable of handling up to 25,000 R900s

Installation Options

- Rooftop
- Pole (2" – 16" diameter)
- Wall
- Water towers
- Street lights

Power Supplies

- 100-140 VAC
- 150W Solar
- 220W Solar

Battery Backup

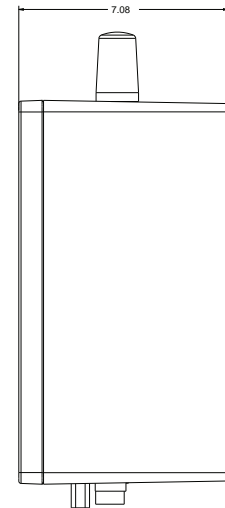
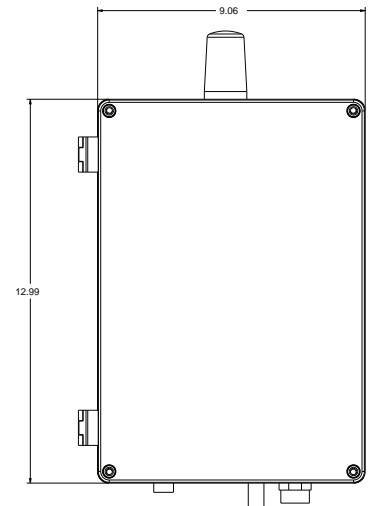
- AC version – UPS provides 8 hours battery backup
- Solar version – 3-day backup battery

Backhaul Options

- Multi-carrier cellular modem
- EVDO Rev A (CDMA)
- 1xEVDO Rev 0 (CDMA)
- 1xRTT (CDMA)
- UMTS/HSPA (GSM)
- EDGE/GPRS (GSM)
- Ethernet
- Private LAN compatibility via Ethernet connection

Environmental

- NEMA 4X enclosure
- Operating temperature:
-22°F to +140°F (-30°C to +60°C)
- Storage temperature:
-40°F to +158°F (-40°C to +85°C)
- 0-95% non-condensing humidity



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A PRODUCT SHEET OF NEPTUNE TECHNOLOGY GROUP

R900® Wall or Pit Meter Interface Unit (MIU)



Build Onto Your Existing Technology Investment

As part of Neptune's R900® System, the R900® meter interface unit (MIU) was designed for flexibility. Like its fellow system components, the R900 MIU works seamlessly with prior generations of equipment. At the same time, it allows your utility to incorporate innovations as you need. A single radio frequency unit that can transmit meter reading data using any reading method – mobile or fixed network – the R900 MIU never has to be reprogrammed. That makes migrating to new technologies simple whenever your utility is ready to implement them. When it's time to add new features or functionality, you can do it at your own pace, confident of continual system support without stranded assets.

Conserve Resources, Simplify Operations

With the pressures your utility faces, Neptune® knows you don't have time, personnel, water, or revenue to waste. That's why we designed the R900 MIU and the rest of the system for ease of use. In addition, the R900 MIU's interleaved, high-power, 1 Watt fixed network message reduces infrastructure costs while allowing reading in any mode – without separate reading systems, site visits, or any type of MIU reconfiguration. The R900 MIU provides fixed network transmission capability at all times, while it also transmits readings for walk-by or mobile methods. Making operations even easier, the user-friendly, intuitive R900 System design requires only minimal training, providing you flexibility to adapt to changes in your workforce and reallocate staff to different departments as needed.

Reduce Complaints, Delinquencies, And Write-Offs

Neptune's R900 MIU greatly improves access to meter readings, while delivering detailed consumption profile information as well as alerts for leak or backflow, helping your utility more proactively identify and resolve customers' questions. This accurate, timely data can be used to head off high bill complaints, reduce delinquent payments, and eliminate write-offs.

Because detailed data logging information from the last 96 days is always available, just waiting to be transmitted by the R900 MIU when needed, personnel can take care of a customer's issue then and there, in a single site visit. Not only can the data boost efficiency and customer service, but it will also help your utility make better-informed decisions going forward.

KEY BENEFITS

Facilitates Migration to AMI

- 1 Watt fixed network message reduces infrastructure costs
- Interleaved mobile and fixed network messages facilitate migration without changing the "modes" in the MIU

Reduces Non-Revenue Water

- Provides leak history/diagnostics
- Enables proactive leak notification
- Provides hourly consumption data
- Improves meter reading accuracy
- Eliminates estimated reads

Identifies Potential Theft

- Tamper detection
- Reverse flow detection
- Identifies significant periods of zero consumption

Simplifies Installation Process

- Easy to install/no programming required
- Reduces labor cost

Technical Specifications

Electrical Specifications

- MIU power: Lithium battery with capacitor

Transmitter Specifications

- Two-way MIU
- Transmit period (interleaved mobile and fixed network messages):
 - Standard mobile message every 14 seconds at 100 mW
 - Standard fixed network message every 7½ minutes at 1 Watt
- FCC verification: Part 15.247
 - Transmitter channels: 50; frequency-hopping, spread-spectrum
 - Channel frequency: 910 to 920 MHz
- Encoder register reading interval:
 - Every 15 minutes
- Data logging interval:
 - 96 days of hourly data

Environmental Conditions

- Operating temperature:
 - 22°F to +149°F (-30°C to +65°C)
- Storage temperature:
 - 40°F to +158°F (-40°C to +70°C)
- Operating humidity:
 - 100% condensing

Antennas

- Wall MIU: standard internal antenna
- Pit MIU: standard through-the-lid antenna
 - 18" Coax
 - 6' Coax
 - 20' Coax

Encoded Register Compatibility

- Neptune ARB® V, ProRead™, ProCoder™, and E-CODER®
- Sensus ECR II, ICE, iPerl, Electronic Register and OMNI
- Hersey/Mueller Translator
- Badger ADE and HR E|LCD
- Elster/AMCO InVision (Sensus protocol version)

Options

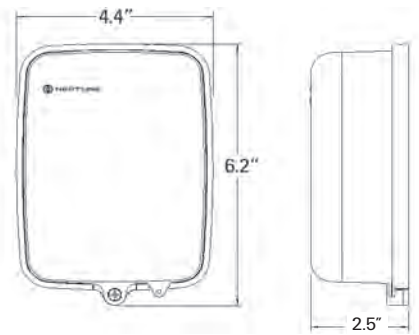
System Compatibility

- Handhelds with R900® Belt Clip Transceiver - mobile RF
- MRX920™ - mobile RF
- R900® Gateways - fixed network RF

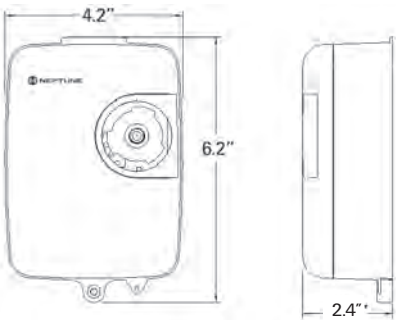
Warranty

20 years (10/10); refer to specific Warranty Statement

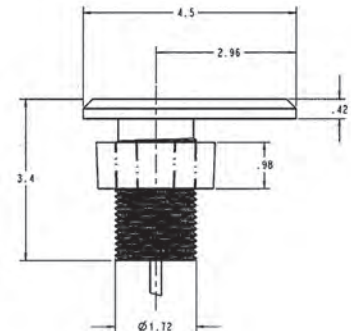
Dimensions



R900 Wall MIU



R900 Pit MIU



R900 Pit Antenna



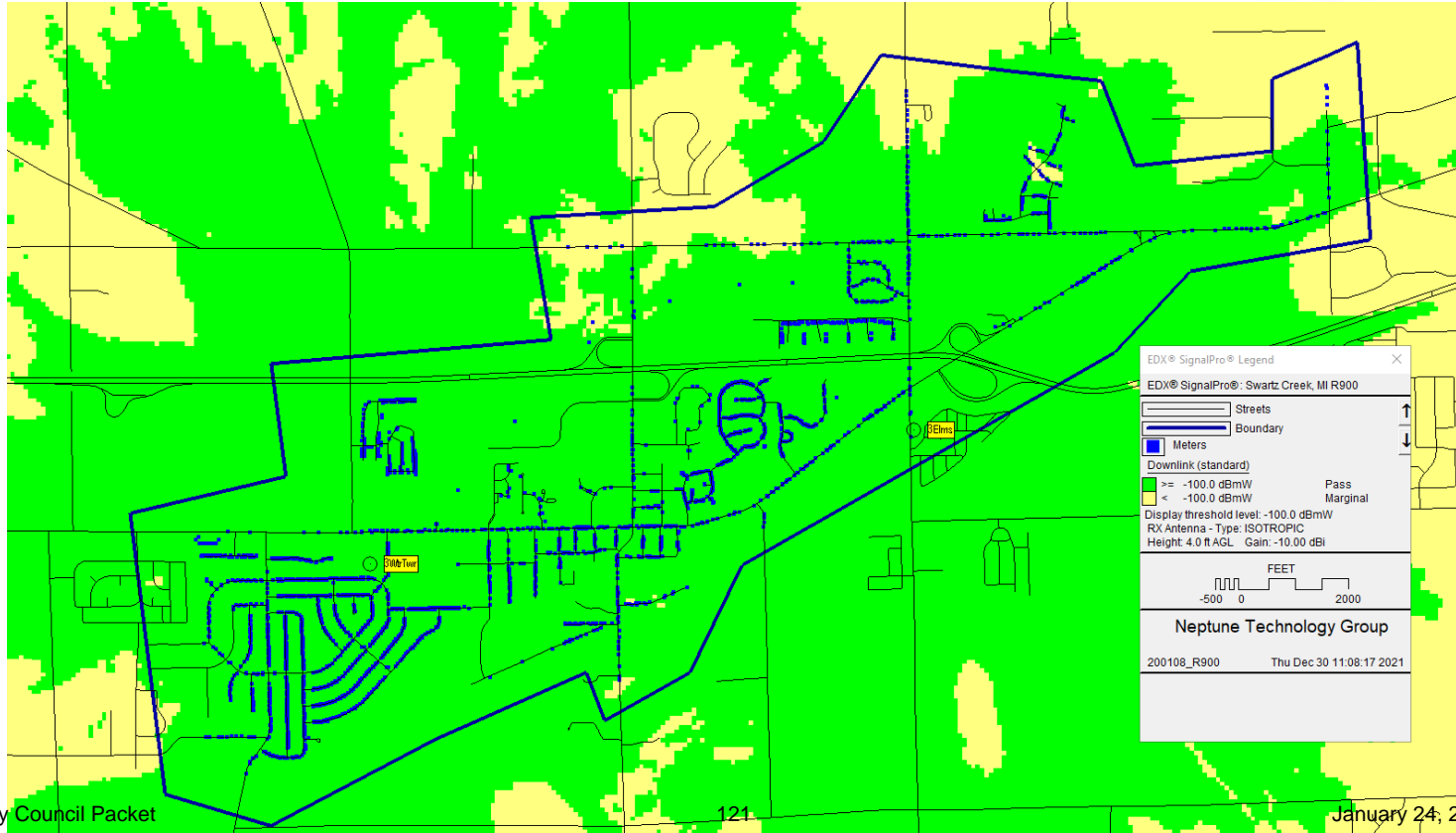
R900 Propagation Analysis Swartz Creek, MI December 30, 2021



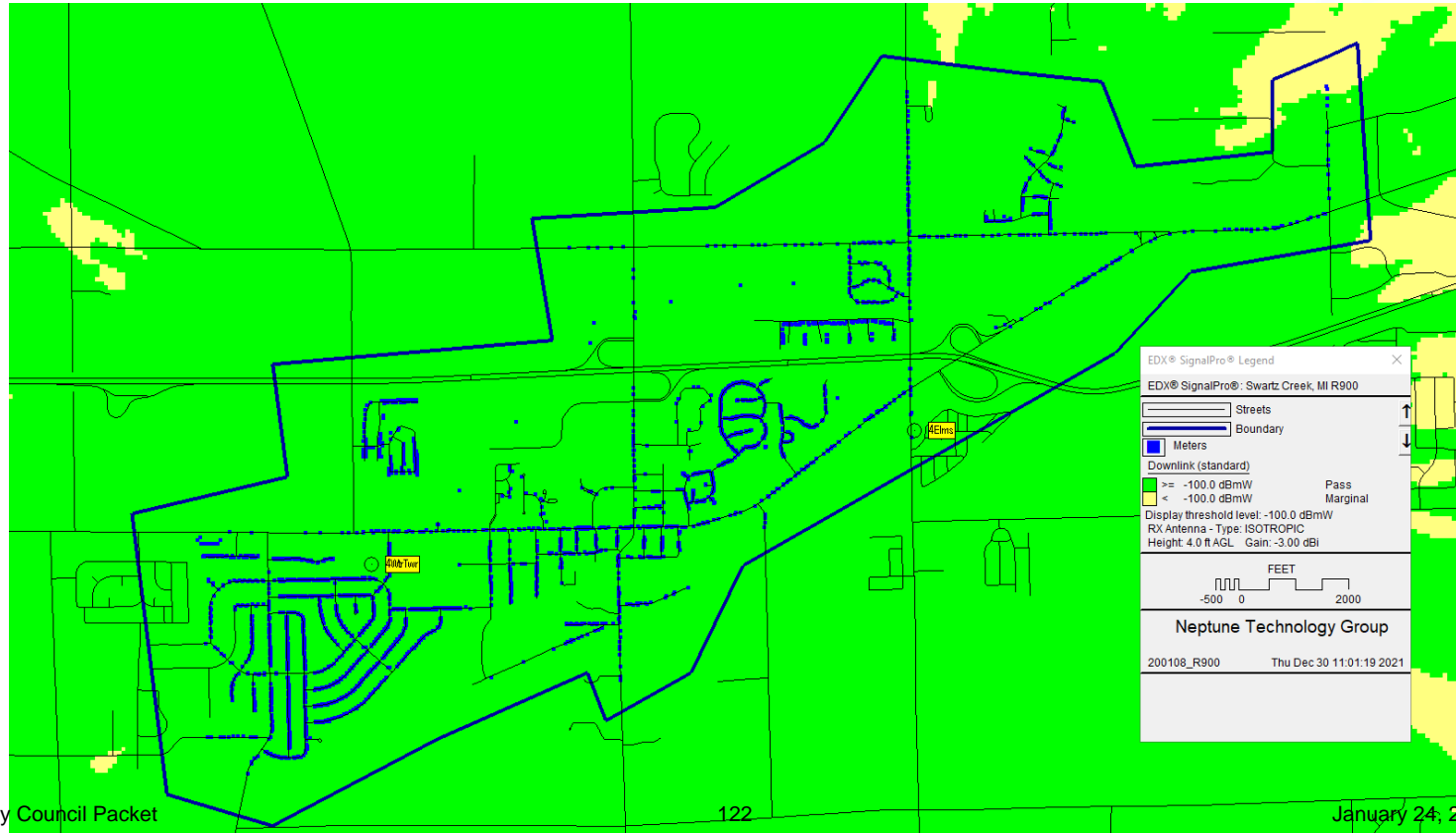
Predicted Coverage Results:

Map	Description	Provided Services		2,456	Geocoded Services	2,449	Area (sq Miles)	5.22
		#Coll	MIU Type	Read Type	Pass	%Pass	Pass	%Pass
1a	Best Provided v3	2	R900v3 Wall	Daily	2,415	98.61%	4.80	91.92%
1b	Best Provided v4	2	R900v4 Wall	Daily	2,447	99.91%	5.18	99.17%

Map 1a: Best Provided V3



Map 1b: Best Provided V4



City Council Packet

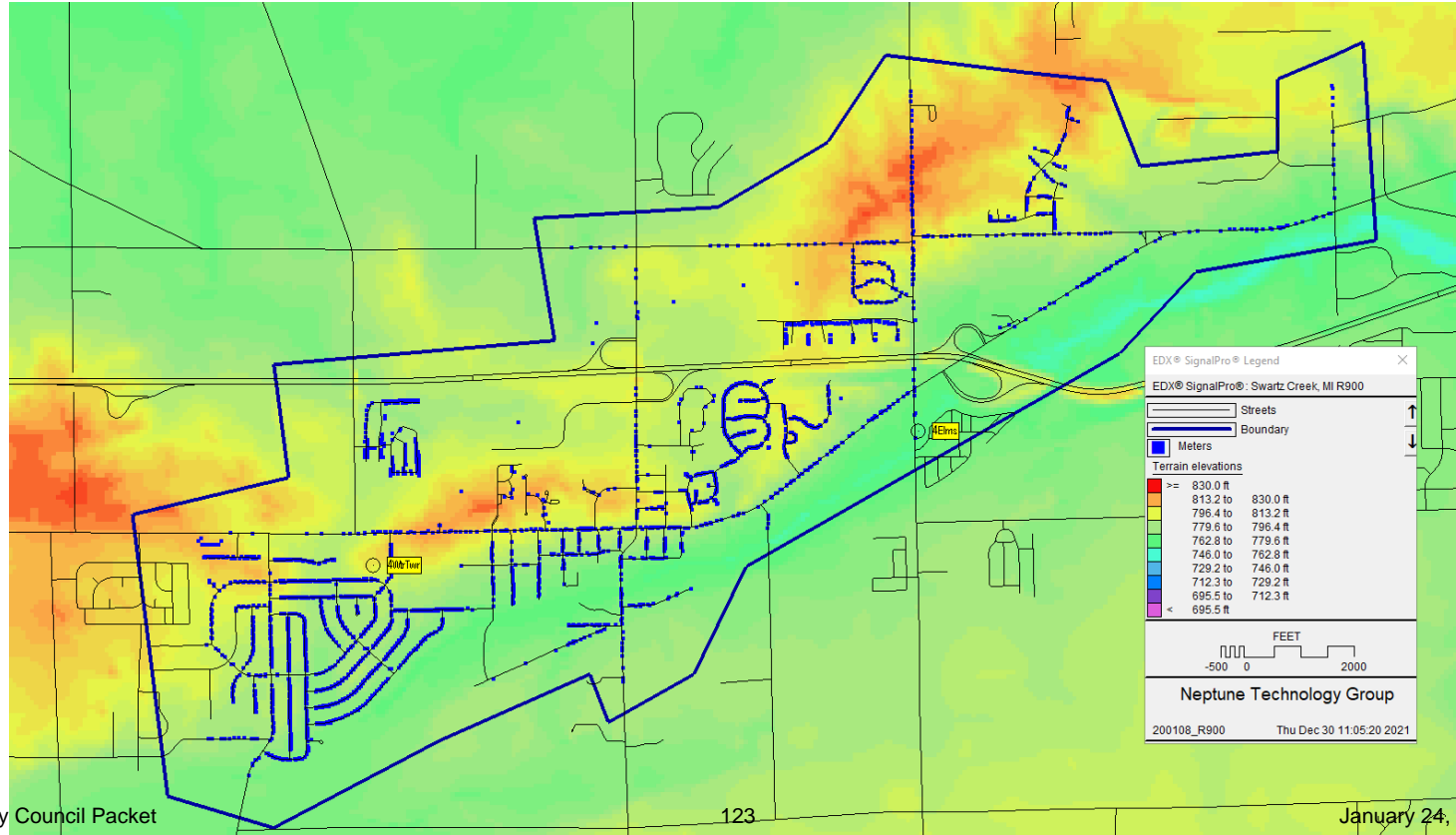
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January 24, 2022

Confidential Information

Elevation Map

(National Elevation Dataset available, courtesy of the U.S. Geological Survey)



Gateway Locations:

Map	Location	Latitude	Longitude	Collector	Elev(m)	AntHgt(m)	Elev(ft)	AntHgt(ft)	Coax Type	Coax(ft)	Antenna
1	3Elms	42.962231	-83.81103	GPV4	233	46	763	150	AVA5	120	MFB9155
1	3WtrTwr	42.955297	-83.849227	GPV4	244	41	801	135	AVA5	185	MFB9155
1	4Elms	42.962231	-83.81103	GPV4	233	46	763	150	AVA5	120	MFB9155
1	4WtrTwr	42.955297	-83.849227	GPV4	244	41	801	135	AVA5	185	MFB9155

Assumptions:

- Spare gateway recommended for system maintenance.
- Revised propagation analysis required for Gateway location or height changes.
- FAA/ASR may be required for structures near airports or heights >200ft.
- AM Tower detuning evaluations for structures within 3km, check with LBA Group or Sitesafe.
- 10ft minimum vertical separation from other 900MHz system antennas on structure. Antenna requires 3ft-4ft standoff for side mounting on towers.
- Complies with FCC/IC Rules: May not cause harmful interference, and must accept any interference received, including interference that may cause undesired operation.
- MIUs mounted inside structures are not recommended for Fixed Network solutions. RF signal is affected differently by building materials used within structures and it is difficult to account for all types of construction. If the Scope states inside MIU used for study, an average loss value is applied to the model. In situations, where inside MIUs do not perform as necessary, an external wall MIU or additional Gateways may be required
- Propagation based on defined MIU (External Wall or Pit w/External Antenna) with specified gateway/collector. Older equipment should be replaced. Propagation is subject to change based on equipment specifications and performance. Performance cannot be confirmed until final system evaluation and analysis complete. Daily - 1 read in 24 hours (1 Day) expected; Billing - 1 read in 72 hours (3 Days) expected; Hourly - 1 read each hour expected. Propagation model is based on performance for >90% read success; backfill read redundancy included, and typical RF environment <-120dBm. Use of this propagation analysis done with this understanding and there is no guarantee of product or performance. Additional gateways could be required. Antenna heights are set to 75 feet as default unless heights provided. This affects Find (search ring) and asset locations.
- R900 IoT gateway (Tmega) with 2 antenna receiver diversity requires minimum of 6 feet horizontal and ideally 12-20 feet horizontal antenna separation.

MID-YEAR BUDGET ADJUSTMENTS CITY OF SWARTZ CREEK
FISCAL YEAR 2021-2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	MID-YEAR BUDGET ADJUSTMENT	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
Fund 101 - General Fund						
Revenues						
101-000.000-569.100	Other State Revenue	0.00	30,000.00	30,000.00	0.00	RRC Grant- Master Plan
101-000.000-573.000	LCSA Share Taxes PA 80	10,000.00	1,279.79	11,279.79	0.00	Exceeds budget est.
101-000.000-663.000	Income From Land Held For Resale	0.00	8,067.99	8,067.99	0.00	Sale of 8067 Miller Rd
Dept 172.000 - Executive						
101-172.000-673.100	Sale of Land - with or without bldg	0.00	9,350.00	9,350.00	0.00	Sale of 2 Morrish Rd lots
Dept 301.000 - Police Dept						
101-301.000-543.000	State Liquor Returns	4,250.00	745.10	4,995.10	0.00	Exceeds budget est.
Expenditures						
101-172.000-961.000	Miscellaneous	1,200.00	6,754.42	7,954.42	0.00	Expenses 8002 Miller Rd
Dept 371.000 - Building/Zoning/Planning						
101-371.000-900.000	Printing and Publishing	804.00	565.00	1,369.00	0.00	Exceeds budget est.
Dept 694.000 - Community Development Block Grant						
101-694.000-801.050	Contractual Services-Senior Ctr Oper	2,101.25	(251.25)	1,850.00	1,850.00	Correct budget est.
Dept 728.000 - Economic Development						
101-728.000-801.000	Contractual Services	0.00	300.00	300.00	0.00	Land compo/ Land division
Dept 786.000 - Non-Motorized Trailway						
101-786.000-801.000-78	Contractual Services	3,770.00	9,770.25	13,540.25	0.00	Easements & appraisals
101-786.000-801.400-78	Design Engineering	0.00	4,505.06	4,505.06	0.00	OHM Advisors
Fund 101 - General Fund:						
TOTAL REVENUES		3,395,478.02	49,442.88	3,444,920.90	1,086,758.14	
TOTAL EXPENDITURES		3,420,779.79	21,643.48	3,442,423.27	1,994,633.24	
NET OF REVENUES & EXPENDITURES		(25,301.77)	27,799.40	2,497.63	(907,875.10)	
Fund 202 - Major Street Fund						
Expenditures						
Dept 228.000 - Information Technology						
Dept 452.100 - Safe Routes to School Grant						
202-452.100-801.000-45	Contractual Services	12,500.00	4,186.31	16,686.31	0.00	Easement searches

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	MID-YEAR BUDGET ADJUSTMENT	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
Fund 202 - Major Street Fund:						
TOTAL REVENUES		1,107,180.00	0.00	1,107,180.00	336,143.54	
TOTAL EXPENDITURES		1,158,796.74	4,186.31	1,162,983.05	389,330.07	
NET OF REVENUES & EXPENDITURES		(51,616.74)	(4,186.31)	(55,803.05)	(53,186.53)	
Fund 203 - Local Street Fund						
Revenues						
Dept 000.000 - General						
203-000.000-573.000	LCSA Share Taxes PA 80	9,500.00	(9,500.00)	0.00	0.00	Dist to Fund 204
Fund 203 - Local Street Fund:						
TOTAL REVENUES		292,935.00	(9,500.00)	283,435.00	124,283.97	
TOTAL EXPENDITURES		927,223.43	0.00	927,223.43	436,942.24	
NET OF REVENUES & EXPENDITURES		(634,288.43)	(9,500.00)	(643,788.43)	(312,658.27)	
Fund 204 - MUNICIPAL STREET FUND						
Revenues						
204-000.000-573.000	LCSA Share Taxes PA 80	0.00	9,883.24	9,883.24	0.00	Exceeded budget est.
Fund 204 - MUNICIPAL STREET FUND:						
TOTAL REVENUES		663,443.00	9,883.24	673,326.24	(19,775.76)	
TOTAL EXPENDITURES		669,409.62	0.00	669,409.62	157,726.48	
NET OF REVENUES & EXPENDITURES		(5,966.62)	9,883.24	3,916.62	(177,502.24)	
Fund 226 - Garbage Fund						
Revenues						
Dept 000.000 - General						
226-000.000-573.000	LCSA Share Taxes PA 80	6,000.00	248.68	6,248.68	0.00	Exceeded budget est.
Expenditures						
Dept 253.000 - Treasurer						
226-253.000-801.000	Contractual Services	4,200.00	3,762.41	7,962.41	0.00	Exceeded budget est.
Fund 226 - Garbage Fund:						
TOTAL REVENUES		431,875.00	248.68	432,123.68	(1,319.39)	
TOTAL EXPENDITURES		442,999.49	3,762.41	446,761.90	248,039.07	
NET OF REVENUES & EXPENDITURES		(11,124.49)	(3,513.73)	(14,638.22)	(249,358.46)	
Fund 248 - Downtown Development Fund						
Expenditures						
Dept 728.004 - Family Movie Night						
248-728.004-801.000	Contractual Services	0.00	2,285.00	2,285.00	0.00	Movie for movie night
Fund 248 - Downtown Development Fund:						
TOTAL REVENUES		88,007.00	0.00	88,007.00	51,039.71	
TOTAL EXPENDITURES		62,430.75	2,285.00	64,715.75	19,930.24	
NET OF REVENUES & EXPENDITURES		25,576.25	(2,285.00)	23,291.25	31,169.47	July 24, 2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	MID-YEAR BUDGET ADJUSTMENT	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
Fund 590 - Water Supply Fund						
Expenditures						
Dept 253.000 - Treasurer						
590-253.000-801.000	Contractual Services	14,000.00	1,396.00	15,396.00	0.00	Exceeds budget est.
Dept 540.000 - Water System						
590-540.000-965.000	Claims	0.00	3,991.38	3,991.38	0.00	Hajdino Settlement
Fund 590 - Water Supply Fund:						
TOTAL REVENUES		2,970,800.00	0.00	2,970,800.00	1,210,954.17	
TOTAL EXPENDITURES		3,639,384.66	5,387.38	3,644,772.04	2,103,362.13	
NET OF REVENUES & EXPENDITURES		(668,584.66)	(5,387.38)	(673,972.04)	(892,407.96)	
Fund 591 - Sanitary Sewer Fund						
Expenditures						
Dept 536.000 - Sewer System						
591-536.000-965.000	Claims	0.00	758.62	758.62	0.00	Hajdino settlment
Fund 591 - Sanitary Sewer Fund:						
TOTAL REVENUES		1,258,140.00	0.00	1,258,140.00	618,511.76	
TOTAL EXPENDITURES		2,462,149.31	758.62	2,462,907.93	1,994,719.03	
NET OF REVENUES & EXPENDITURES		(1,204,009.31)	(758.62)	(1,204,767.93)	(1,376,207.27)	