

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, June 8, 2015, 7:00 P.M.
City Hall Building, 8083 Civic Drive Swartz Creek, Michigan 48473**

1. **CALL TO ORDER:**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
 - 4A. Council Meeting of May 26, 2015 MOTION Pg. 20
5. **APPROVE AGENDA:**
 - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
 - 6A. City Manager's Report (Agenda Item) MOTION Pg. 2
 - 6B. FOIA Policies Pg. 28
 - 6C. Monthly Reports (Police, DPW, Check Register, Budget, Building) Pg. 41
 - 6D. Fiscal Year 2016 Draft Budget Detail (Agenda Item) Attached
 - 6F. Tax Foreclosure List and Maps Pg. 67
 - 6G. Draft Fireworks Ordinance (Agenda Item) Pg. 73
 - 6H. Traffic Signal Summary Report (Agenda Item) Pg. 80
 - 6I. Dye Road Property Map (Agenda Item) Pg. 94
 - 6J. Family Farm & Home Violation Documentation (Agenda Item) Pg. 95
 - 6K. Comcast Service Notice Pg. 103
 - 6L. MML Liability and Property Insurance Renewal Pg. 104
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. Veterans' Memorial Committee & Friends Donation PRESENTATION
 - 8B. Fireworks Ordinance DISC
 - 8C. Traffic Signal Removal RESO Pg. 11
 - 6D. Family Farm and Home Special Land Use RESO Pg. 12
 - 6E. Dye Road Lots RESO Pg. 13
 - 6F. Liability and Property Insurance Renewal RESO Pg. 13
 - 8G. Fiscal Year 2016 Budget RESO Pg. 14
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION

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

Regular Council Meeting of Monday, June 8, 2015 - 7:00 P.M.

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

FROM: Adam Zettel, City Manager

DATE: June 3, 2015

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **RACEWAY STATUS (Update)**

The raceway has dropped their appeal for 2014, but they have filed for 2015. This is great news! Monies that the downtown development authority was encumbering with the intention of refunding can now be counted as unrestricted revenues. I suspect the strategy is revolving around the marketing of the track, and this will be resolved upon sale. For more information pertaining to the appeal, please see prior meeting packets.

Concerning the marketing, there is not much happening as far as we can tell. We held off on rezoning because the owner wanted to do some research and work with us on a plan, but that simply has not happened. Obviously, we should work with them to the extent that they are willing. However, as we move forward with the master plan, I think it is clear that we cannot wait for them to come to the table to do what is in the interest of the community.

✓ **DOWNTOWN PARKING LOTS (Update)**

All improvements are complete. We are now closing the grants administratively.

✓ **STREETS (See Individual Category)**

MORRISH ROAD CLASSIFICATION-BRIDGE CAPACITY (Update)

Morrish Road has been submitted for classification as a “minor arterial” from a “major collector”. The MDOT is reviewing this and should respond before August.

MILLER ROAD RESURFACING PROJECT (Update)

Crews are onsite and are working on the segment from Tallmadge Court to Dye.

20 YEAR STREET PLAN (No Change of Status)

At this point, we await action by the State of Michigan. The initial proposal release by the Speaker of the House appeared really bad. Pardon my lack of professionalism, but there is not much about it that would have been functional or beneficial to our community. I have included an article. Note that we are a non-partisan city, and I do not opine on this matter in a partisan fashion. There is not a proposal out there, irrespective of party affiliation, which appears to benefit our community.

See the May 11 report for prior details.

2015 STREET BIDS-SCRAP TIRE GRANT *(Update)*

The city is moving forward with engineering of the intersections of Winston and Miller, as well as Fairchild and Miller. We expect this work to be done after school releases in 2016.

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

SEWER REHABILITATION PROGRAM *(No Change of Status)*

The city is moving forward with relining of portions of the Worchester Drive sewer line and inspection of sections of Seymour, Greenleaf, Durwood, Valleyview, Birchcrest, Chesterfield, and Chelmsford as approved at the January 26th meeting. The scope of work is estimated to cost \$146,320. However, there may be some portions of the project that will require a change order for the purposes of doing a partial excavation where lining is not practical. I will be back with more details.

KWA *(No Change of Status)*

The KWA water pipeline project is currently under budget and on schedule. We should be online in 2016.

STORM SEWER *(No Change of Status)*

This draft storm water agreement that was presented to the council last month is now in final form, and the county is requesting its approval. The agreement enables limited cooperation with the county to perform specific functions related to the Phase II Stormwater Regulations. This is done for a pro-rated fee, estimated to be \$4,200 for this year. Staff will take a closer look at terms and be back with a recommendation.

WATER LOSS *(No Change of Status)*

We will continue to monitor the situation.

WATER RATES *(No Change of Status)*

Nothing is official yet, but the county is indicating a 16% increase in water rates. This is terrible news for a commodity that has risen in cost dramatically in recent years. Staff is assessing the impact and will report back to the city council shortly. Given the increases that the city passed along recently, this is a problematic increase. As the council is aware, the problem is Detroit Water and Sewer Authority. Sewer rates are very stable, with that service being provided by the Genesee County Drain Commission-Water and Waste Services Division. Until local control is exercised over water via the Karegnondi pipeline, we can expect Detroit to continue to lash out. With that said, we may be able to absorb some rate increase if it is only temporary in nature. While it is a stretch to assume that the KWA will offer lower rates, it is more likely every time a double digit rate increase is passed from Detroit. An article from the Detroit News is attached.

✓ **PERSONNEL: POLICIES & PROCEDURES** *(No Change of Status)*

A committee has been appointed to review the handbook. Once the attorney's office gives it a look, we will start the review process.

✓ **4438 MORRISH ROAD** *(No Change of Status)*

The DDA is revisiting this issue. It was noted previously that the council had concerns about event parking that currently uses this land, as well as the potential to move Fortino Drive to the north. The board also considered the financial implications of planning for this site, as well as the timing of the city master plan.

Before proceeding with some potential plans, the board desires a nod from the council as well as a clear budget picture for the DDA, likely to occur in April. The DDA would like to see a future joint meeting between the DDA and planning commission and/or city council.

I put this on again as a discussion item to better ascertain the city council's intention with this property. With a better understanding of the issues at stake and how they may or may not have been addressed to date, the DDA can better understand their role. If there is no objection, they would like to proceed with creating a development option for the site that can be presented to the planning commission and city council for comment and review.

Background on this issue is included in the April 13, 2015 report.

✓ **SHARED SERVICES, POLICE DEPARTMENTS (Update)**

There is a possibility that costs relating to the merger, including legal fees and other expenses, may be covered by a third party grant. The city and township presented the initiative to a few funding interests on May 26, and the feedback was very positive. I will keep the council informed. We expect to begin drafting a working agreement for joint services after the beginning of the new fiscal year.

✓ **SPRINGBROOK EAST & HERITAGE VACANT LOTS (Update)**

Following are issues pending for the three Associations:

SPRINGBROOK COLONY	SPRINGBROOK EAST	HERITAGE VILLAGE
<i>No outstanding issues</i>	<i>No outstanding issues</i>	<i>Seek solution for 4 vacant lots owned by city.</i>

Units continue to sell in Springbrook East and are under construction. Related to this, the association has expressed interest in making a final determination concerning lot sale proceeds resulting from the sales. This interest is based upon prior resolutions by the city council that express an intention to allow such proceeds to offset some of the assessed street costs related to the development failure and subsequently incurred by homeowners of the association. I expect the association to formalize a request within the next month for consideration by the city council.

I agree that the time is right to do so. The city has sold six of the twelve lots, and I expect that the others will sell within a year. The city has \$2,535.50 into each lot sold. Total proceeds will total \$105,168.50 for all twelve lots, leaving \$74,742.50 unencumbered by previous inputs.

✓ **MEIJER COMMUNITY DONATION (No Change of Status)**

I have contacted Meijer, and they definitely wish to have a public event to commemorate their contribution to the community. Perhaps a recognition of their donation along the Veteran's walk on Fortino would be appropriate during Memorial Day.

✓ **WINCHESTER WOODS LOTS** *(No Change of Status)*

If there is no objection, the planning commission and city council can look to address this issue in the 2015 master plan. For the time being, we may look to add some asphalt millings to the streets to make them passable. Since this is a platted subdivision with public streets, the city is in a position to provide access to the lots by owners for maintenance.

The original report is included in the April 13, 2015 report.

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

The next edition of our community newsletter is expected to be distributed in October. Let me know if you wish to supply content or desire to see specific information covered in this edition.

✓ **MEDICAL MARIJUANA MORATORIUM** *(No Change of Status)*

The council placed a moratorium on medical marijuana dispensaries and growing facilities, effective April 23, 2015. This is a 180 day moratorium that is set to expire at the end of October. Among other reasons, the moratorium was put in place to better prepare for pending state legislation that would dramatically alter the playing field.

The planning commission will be considering this issue. If legislation is not passed soon, we should consider amending the ordinance based upon draft versions or other options in lieu of moratoriums.

✓ **RENTAL REGISTRATION AND INSPECTIONS** *(No Change of Status)*

We are very close to having a final version of this ordinance, along with the administrative forms and procedures. Since, there was not any comment on the draft ordinance and supporting documentation at the first meeting in April, it appears we will be ready for approval as soon as the attorney signs off on it.

We are taking a closer look at the “crime free lease addendum” that is used in the state and is being considered by Grand Blanc. This was brought to our attention during a Small Cities meeting. Take a look. A synopsis follows:

The Crime Free Lease Addendum does not require eviction of a tenant for one criminal incident. The addendum provides the rental property owner the tool and ability to deal with a problem if the owner chooses or needs to. The addendum was developed by the Department of Housing and Urban Development and is used by housing authorities. Evictions based on this concept were upheld by the US Supreme Court in 2002 (see *Oakland Housing Authority v. Rucker* and *Department of Housing and Urban Development v. Rucker*).

✓ **K9 UNIT** *(Update-Agenda Item)*

There will be recognition of the Veterans’ Memorial Committee & Friends group at the meeting. They held a fundraiser the week of May 25 and raised \$5,700 for Ike’s replacement.

✓ **FREEDOM OF INFORMATION ACT UPDATES** *(Update)*

There have been changes to the state Freedom of Information Act (FOIA) which outlines a number of new requirements for local governments (Public Act 563 of 2014).

The changes do compel us to act. We updated policies, fees, and the informational forms we provide to the public. The changes should not impact business in any significant way, but we will need to update our processes and forms before July 1, 2015.

I have included the set of policies that staff has created. Please comment. If there are no objections, we will look to adopt these policies and forms at the meeting on June 22nd. Ongoing changes will not be a hardship to create should the need arise.

✓ **5017 THIRD STREET** (*No Change of Status*)

I have been in contact with both adjacent land owners regarding the negotiated split and sale of 5017 Third Street. I suspect arrangements can be made that will be acceptable to all parties. I hope to have written instruments that would convey the properties, with negotiated pricing, by the second meeting in June.

✓ **OTHER COMMUNICATIONS & HAPPENINGS** (*Update*)

MONTHLY REPORTS & UPDATES (*Update*)

We have the routine suite of regular reports for this meeting. There are no irregularities or remarkable items.

COMCAST SERVICE UPDATE (*Update*)

They are adding a service, but if you want certain ESPN services, you better sign up now.

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

PLANNING COMMISSION (*Update*)

The planning commission met on June 2nd to continue work on the master plan. They reviewed and revised the first four chapters. Big changes are not expected so the commission will likely have minor amendments completed in a draft for public review and comment by fall.

The commission also made recommendations concerning the offer to purchase two Dye Road properties that the city owns as well as the potential purchase of some tax reverted properties under control of the county treasurer. These issues are covered below. Lastly, a few new points of business were brought up, including discussion of the fence ordinance and the performance of Family Farm and Home, specifically the outdoor storage. The commission will take a look at the fence ordinance to ascertain potential amendments to make screening of corner lots a bit easier. The Family Farm and Home issue is also covered below.

DOWNTOWN DEVELOPMENT AUTHORITY (*Update*)

The DDA met on May 14th to go over their budget and a potential boundary amendment. Resolutions were approved for both issues, with more notes on the boundary amendment below. Their next meeting will be June 11th and will likely

include preliminary amendments to the Development and Tax Increment Financing Plans, as well as another look at their budget.

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

Nothing to report

PARKS AND RECREATION COMMISSION (*Update*)

The park board met on June 3rd. They had a number of guests, including an eagle scout candidate. There are two proposed donations for Elms Park. One is for a bench from the Beta Sigma Phi sorority, and one is for an orienteering course. I expect to have the donations presented for city council approval within a month. There was also a noted concern about weekend amplifier use at Elms Park that may be a subject of future meetings.

Their next meeting will be September 2nd.

BOARD OF REVIEW (*No Change of Status*)

Nothing to report.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **FIREWORKS ORDINANCE DRAFT** (*Discussion*)

Last year, the city received a number of complaints about fireworks in town. This is because a recent state law now supersedes the city's statutory prohibition of fireworks within the city. However, the city is still in a position to limit certain types of fireworks by time, place, and manner during most days of the year. A new ordinance is required to do so. The city attorney has drafted an ordinance that does this. Please take a look and prepare for discussion at the meeting.

Based upon our circumstances, as a relatively dense residential area, I think a more restrictive set of rules is in order to limit noise and the risk of injury. The public comment given in the past appears to support this. I am working with Mike to ascertain what restrictions are permissible under state law as applicable to "low impact fireworks" and "consumer fireworks". It is clear that we can still restrict display fireworks as defined.

✓ **TRAFFIC SIGNAL REMOVAL** (*Resolution*)

Genesee County Road Commission maintains the traffic signals in the city, at the city's expense. For some time now, the fate of two such signals has been in need of determination. The signals are located in front of GM, one at the confluence of Bristol and Miller and another one at the entrance to the Genesee Valley Plaza (see map). These signals have been taken out of regular operation due to the noted decrease in employment at the GM facility. The lights have been in the caution or 'flashing' mode for many years.

The GCRC has notified the city that the signals are due to be upgraded, replaced, or removed. The city knew this day would come and took the time to study the matter in late 2012. Rowe performed an analysis of the intersections and found that the signals are no longer required, that they meet none of the warrants that merit a signalized

interchange. Given the subsequent removal of the GM office space and absence of other noted growth indicators, this study appears to maintain its validity.

Road work will be ongoing on Miller Road this summer, and the lane configuration is not proposed to change as was previously discussed. As such, this is probably a good time to get in there and remove these signals. Getting rid of them will save the city some money. The downside is that signals MAY be required at some future point depending on changing traffic demands. However, since new signals would be required in any case, it stands to reason that we buy new signals when they are needed and not before.

A resolution is included to retire and remove the two signals. If you wish to see report appendices, please let me know and we can provide them.

✓ **FAMILY FARM AND HOME SPECIAL LAND USE** (*Resolution*)

The Family Farm & Home business on Elms Road is generating numerous complaints and has been for a long time. The violations have been sufficient in scope and scale to merit enforcement relating to site lighting, landscaping, and outdoor sales/storage. This last issue has been especially troublesome, resulting in limited parking, poor circulation, additional debris, and the appearance of blight.

The city has attempted to work with the business and owner for nearly a year. Violations were identified in June of 2014, with written notice sent to the owner. A notice of violation was sent in February of 2015, and this resulted in a meeting with the site manager on March 3, 2015. At this point, a written timeline for corrections was created, and we believed that an adequate amount of cooperation was achieved. However, the situation has deteriorated rapidly over the last 90 days, with more unapproved outdoor sales, storage, and debris. The business has also begun unlawfully performing veterinary services.

The city administration is moving forward with citations for numerous issues. However, the planning commission recommended, at the June 2, 2015 meeting, that the city enforce the ordinance as it relates to outdoor storage. To this end, I recommend that the city council start proceedings to revoke the special land use permit for outdoor sales and storage under section 30.06 of the zoning ordinance as outlined below:

Section 30.06. - Revocation.

The revocation of a special land use may occur if its recipient fails to continuously abide by its terms and conditions. The revocation procedure is as follows:

- A. The city council, through its designated administrators, shall notify the recipient, in writing, of any violations of city codes or provisions of the special land use.*
- B. The recipient shall have 30 days to correct all deficiencies to the satisfaction of the city council.*
- C. If after 30 days any deficiencies remain, the city council may then revoke the special land use approval, or if the conditions warrant, allow additional time.*

D. A repeat violation may cause immediate revocation of the special land use approval.

A resolution is prepared that will direct the attorney to inform the business and property owners of the violations and rights. Hopefully, a plan for compliance results. If it does not, the business stands to lose all outdoor sales and storage rights.

✓ **DYE ROAD PROPERTY SALE** (*Resolution*)

The planning commission considered the sale of both city-owned lots on Dye Road at their meeting on June 2nd. They found that there was no immediate public purpose to owning these lots, and they felt that the cost to maintain them, though small, was not advantageous. Given zoning and adjacent land uses, it was found that the private sector is in a better position to create uses that are in the public interest than the city. The unofficial resolution is as follows:

Resolution No. 150602-04

(Carried)

Motion by Commissioner Conner support by Commissioner Culinski

The Swartz Creek Planning Commission recommends the city council offer both properties on Dye Road for purchase, by sealed bid, to the two adjacent land owners (Dr. Burgess & Rashmawi), with the intention to auction the properties to the highest bidder in the event that no offer is accepted.

*YES: Florence, Florine, Krueger, Ridley, Stephens, Krueger, Culinski, Conner.
NO: Pinkston. Motion declared carried.*

✓ **LIABILITY INSURANCE PAYMENT** (*Resolution*)

Our insurance premium is due for general property and liability insurance. This coverage applies to incidents such as the vehicle and property damage, as well as liability related to injuries and professional conduct. We have been with this carrier for a long time, and I see no reason to change. The 2013-2014 policy's yearly cost was \$62,399, and the cost for the FY 2014-2015 was \$63,832. This year's premium is \$64,965, an increase of \$1,133 (1.8%).

✓ **BUDGET HEARING FOR FISCAL YEAR ENDING 2016** (*Resolution*)

The budget and resolution is included in its entirety. It remains unchanged from the public comment session.

✓ **TAX REVERTED PROPERTIES**

There are a number of properties facing tax foreclosure. A list is attached that was sent to the city by the county treasurer. Notice is short, but the city has the opportunity to take title of these properties by making a payment in the amount shown (plus current year taxes, which would add 25-30% to the cost depending on accruing assessments).

Procedurally, the city would need to inform the county of the intent to purchase one or more properties by July 10, 2015. Once this is done, we wait out the redemption period

and await final availability. If the properties are not redeemed, the city has the option to purchase them for the amounts indicated, provided there is a public purpose.

The planning commission reviewed this list and the attached maps at their last meeting. They recommended procurement of the vacant lots in Winchester Woods (for the purpose of planning, controlling, and providing for necessary public improvements identified in the vicinity, specifically drainage), procurement of the vacant lots in Heritage Village (for the purpose of controlling properties subject to a special assessment), and procurement of the abandoned gas station on Holland Drive (for the purpose of eliminating the blight and providing for public parking or another economic development project).

No action is required at this point. Hopefully, council members can take the next two weeks to take a look at these properties and weight the costs and benefits to the public of taking ownership. Based upon the planning commission recommendations, there will be affirmative resolutions presented at the June 22, 2015 council meeting.

Council Questions, Inquiries, Requests and Comments

- *Hometown Days*: The event went well with no remarkable occurrences, except for a late night scuffle among carnival employees. We received a couple complaints from the Morrish Road corridor about the unlawful use of private property by patrons of the festival, as well as the ongoing noise and general impact on those homes in the immediate vicinity.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, June 8, 2015, 7:00 P.M.**

Resolution No. 150608-4A MINUTES – MAY 26, 2015

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Tuesday, May 26, 2015, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 150608-5A 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 June 8, 2015, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 150608-6A CITY MANAGER’S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of June 8, 2015, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 150608-8C TRAFFIC SIGNAL REMOVAL

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns traffic signals within the city that are operated and maintained by the Genesee County Road Commission, and

WHEREAS, the GCRC finds that it is no longer practical or advisable to operate the traffic signals on Miller Road that service Bristol Road and General Motors, due to their age and obsolescence, and

WHEREAS, the city is being requested by the GCRC to replace or remove such signals, and

WHEREAS, activity at the General Motors facility, including trip counts and employment are greatly reduced, and

WHEREAS, the signals have not been regulating traffic for many years, and

WHEREAS, the city engineer conducted a traffic analysis for these two signals and found that the signals are no longer warranted,

NOW, THEREFORE BE IT RESOVLED, the City Council determines that it is unnecessary to maintain traffic signals at these locations and directs staff to arrange for the removal of such signals as soon as practical.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 150608-8D FAMILY FARM & HOME SPECIAL LAND USE

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek approved a special land use for outdoor sales in storage for 4315 Elms Road (Family Farm & Home), in accordance with the site plan dated November 17, 2010, and;

WHEREAS, the site has been noted to be in noncompliance with the site plan as it relates to this special land use, by virtue of numerous complaints, and;

WHEREAS, city staff have attempted to engage the owner and business on numerous occasions over the period of a year to remedy the situation, including informal letters, a notice of violation, and informal meetings with site management, and;

WHEREAS, the operation of the site has been further compromised by use of restricted parking areas for sales and storage of merchandise, industrial wares, and debris, and;

WHEREAS, the planning commission recommends that more effective enforcement measures be taken, specifically relating to the function of the special land use, and

WHEREAS, ordinance 30.06 provides provisions for the correction and revocation of special land uses,

NOW, BE IT RESOLVED that the City of Swartz Creek City Council directs the city attorney to work with the building official to draft a notice of violation to send to the land owner and business owner as provided for in ordinance 30.06.

BE IT FURTHER RESOLVED city council directs staff to report the status of this matter after the expiration of the 30 day correction period.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 150608-8E DYE ROAD LOT SALES

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns two vacant, unimproved parcels of real property on Dye Road, identified as parcel 58-29-551-026, and 58-29-551-028, and;

WHEREAS, the city received an unsolicited offer to purchase this property from an adjacent landowner, and;

WHEREAS, the city council directed the planning commission to make a recommendation concerning this matter, and;

WHEREAS, the commission reviewed the proposal at their meeting on June 2, 2015 and found the properties to be of marginal public value, and;

WHEREAS, commission recommends that the city council solicit sealed offers (bids) from the two adjacent land owners (Dr Burgess and Mr. Rashmawi) for both parcels, and

WHEREAS, under the city's land sale policy, the city council finds the recommended sale process and to be in the best interest of the public for the purposes of expediting the sale of surplus property and the consolidation of such parcels for more effective development,

NOW, BE IT RESOLVED that the City of Swartz Creek directs the city manager to solicit sealed bids for both parcels from the owners of 3380 Dye Road and 3398 Dye Road.

BE IT FURTHER RESOLVED that such bids be brought back to the city council for consideration.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 150608-8F LIABILITY INSURANCE PAYMENT

Motion by Councilmember: _____

I Move the City of Swartz Creek appropriate an amount not to exceed \$64,965 to Michigan Municipal League Meadow Brook Insurance, payment of the City's annual 2015-2016 premiums for property and liability insurance, funds to be apportioned to reflect departmental coverage as noted in the invoice.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 150608-8G FISCAL YEAR 2016 BUDGET ADOPTION

Motion by Councilmember: _____

I Move the Swartz Creek City Council, in accordance with the General Appropriations Act and Uniform Budgeting and Accounting Act, adopt the following 2015-2016 fiscal budget based upon the following tax mils:

General Operating Levy	4.8289
Public Safety SAD	4.9000
Sanitation Levy	2.6270

101	General Fund	Estimated Beginning Fund Balance	\$	1,303,284
	Estimated Revenues	Adopted		
	General Fund Estimated Operating Revenues	2,259,665		
	Total General Fund Estimated Revenues	2,259,665		
	Appropriations	Adopted		
	General Government Activities 101-299	405,402		
	Public Safety Activities 301-399	1,227,168		
	Public Works Activities 400-799	415,518		
	Other Government Activities 800-999	211,577		
	Total General Fund Appropriations	2,259,665		
	Effect on General Fund's Fund Balance			0
	Estimated Ending Fund Balance June 30, 2016		\$	1,303,284

202	Major Streets	Estimated Beginning Fund Balance	\$	888,246
	Estimated Revenues	Adopted		
	Major Streets Fund Estimated Operating Revenues	1,830,486		
	Total Major Streets Fund Estimated Revenues	1,830,486		
	Appropriations	Adopted		
	General Government Activities 101-299	400		
	Public Safety Activities 301-399	0		
	Public Works Activities 400-799	2,082,972		
	Other Government Activities 800-999	0		
	Total Major Streets Fund Appropriations	2,083,372		
	Effect on Major Street's Fund Balance			(252,886)
	Estimated Ending Fund Balance June 30, 2016		\$	635,360

203	Local Streets Fund	Estimated Beginning Fund Balance	\$	117,375
	Estimated Revenues	Adopted		
	Local Streets Fund Estimated Operating Revenue	159,360		
	Total Local Streets Fund Estimated Revenue	159,360		
	Appropriations	Adopted		
	General Government Activities 101-299	450		
	Public Safety Activities 301-399	0		
	Public Works Activities 400-799	158,910		
	Other Government Activities 800-999	0		
	Total Local Streets Fund Appropriations	159,360		
	Effect on Local Streets Fund's Fund Balance			0
	Estimated Ending Fund Balance June 30, 2016		\$	117,375

226	Garbage Fund	Estimated Beginning Fund Balance	\$	268,656
	Estimated Revenues	Adopted		
	Garbage Fund Estimated Operating Revenue	384,450		
	Total Garbage Fund Estimated Revenue	384,450		
	Appropriations	Adopted		
	General Government Activities 101-299	46,051		
	Public Safety Activities 301-399	0		
	Public Works Activities 400-799	345,116		
	Other Government Activities 800-999	10,300		
	Total Garbage Fund Appropriations	401,467		
	Effect on Garbage Fund's Fund Balance			(17,017)
	Estimated Ending Fund Balance June 30, 2016		\$	251,639

248	DDA Fund	Estimated Beginning Fund Balance	\$	28,450
	Estimated Revenues	Adopted		
	DDA Fund Estimated Operating Revenue	45,750		
	Total DDA Fund Estimated Revenue	45,750		
	Appropriations	Adopted		
	General Government Activities 101-299	3,030		
	Public Safety Activities 301-399	0		
	Public Works Activities 400-799	3,950		
	Other Government Activities 800-999	29,738		
	Total DDA Fund Appropriations	36,718		
	Effect on Local Streets Fund's Fund Balance			9,032

Estimated Ending Fund Balance June 30, 2016		\$	37,482
265	Drug Enforcement Fund	Estimated Beginning Fund Balance	\$ 2,614
Estimated Revenues		Adopted	
	Drug Enforcement Fund Estimated Operating Revenue	<u>7,851</u>	
	Total Drug Enforcement Estimated Revenue	7,851	
Appropriations		Adopted	
	General Government Activities 101-299	0	
	Public Safety Activities 301-399	<u>9,251</u>	
	Public Works Activities 400-799	0	
	Other Government Activities 800-999	<u>0</u>	
	Total Drug Enforcement Fund Appropriations	9,251	
Effect on Drug Enforcement Fund's Fund Balance			(1,400)
Estimated Ending Fund Balance June 30, 2016		\$	1,214
275	Senior Operations Fund	Estimated Beginning Fund Balance	\$ -
Estimated Revenues		Adopted	
	Senior Citizens Fund Estimated Operating Revenue	<u>0</u>	
	Total Senior Citizens Estimated Revenue	0	
Appropriations		Adopted	
	General Government Activities 101-299	0	
	Public Safety Activities 301-399	0	
	Public Works Activities 400-799	0	
	Other Government Activities 800-999	<u>0</u>	
	Total Senior Citizens Fund Appropriations	0	
Effect on Senior Citizens Fund's Fund Balance			0
Estimated Ending Fund Balance June 30, 2016		\$	-
350	City Hall Debt Fund	Estimated Beginning Fund Balance	\$ 1,740
Estimated Revenues		Adopted	
	City Hall Debt Fund Estimated Revenue	<u>103,020</u>	
	Total City Hall Debt Fund Estimated Revenue	103,020	
Appropriations		Adopted	
	General Government Activities 101-299	0	
	Public Safety Activities 301-399	0	
	Public Works Activities 400-799	0	
	Other Government Activities 800-999	<u>103,020</u>	
	Total City Hall Debt Fund Appropriations	103,020	
Effect on City Hall Debt Fund's Fund Balance			0
Estimated Ending Fund Balance June 30, 2016		\$	1,740

401	Capital Projects Fund	Estimated Beginning Fund Balance	\$	8
	Estimated Revenues	Adopted		
	Capital Project Fund Estimated Operating Revenue	0		
	Total Capital Projects Fund Estimated Revenue	0		
	Appropriations	Adopted		
	General Government Activities 101-299	0		
	Public Safety Activities 301-399	0		
	Public Works Activities 400-799	0		
	Other Government Activities 800-999	0		
	Total Capital Projects Fund Appropriations	0		
	Effect on Capital Projects Fund's Fund Balance			0
	Estimated Ending Fund Balance June 30, 2016		\$	8

402	Fire Equipment Fund	Estimated Beginning Fund Balance	\$	20,099
	Estimated Revenues	Adopted		
	Fire Equipment Replacement Fund Est Operating Rev.	30,060		
	Total Fire Equip Replacement Fund Est Revenue	30,060		
	Appropriations	Adopted		
	General Government Activities 101-299	0		
	Public Safety Activities 301-399	0		
	Public Works Activities 400-799	0		
	Other Government Activities 800-999	0		
	Total Fire Equip Replacement Fund Approp	0		
	Effect on Fire Equip Replacement Fund's Fund Balance			30,060
	Estimated Ending Fund Balance June 30, 2016		\$	50,159

590	Water Fund	Estimated Beginning Fund Balance	\$	997,426
	Estimated Revenues	Adopted		
	Water Supply Fund Estimated Operating Revenue	1,778,700		
	Total Water Supply Fund Estimated Revenue	1,778,700		
	Appropriations	Adopted		
	General Government Activities 101-299	133,495		
	Public Safety Activities 301-399	0		
	Public Works Activities 400-799	1,633,231		
	Other Government Activities 800-999	37,750		
	Total Water Supply Fund Appropriations	1,804,476		
	Effect on Water Supply Fund's Fund Balance			(25,776)
	Estimated Ending Fund Balance June 30, 2016		\$	971,649

591	Sewer Fund	Estimated Beginning Fund Balance	\$ 2,281,169
	Estimated Revenues	Adopted	
	Sanitary Sewer Fund Estimated Operating Revenue	1,267,500	
	Total Sanitary Sewer Fund Estimated Revenue	1,267,500	
	Appropriations	Adopted	
	General Government Activities 101-299	135,998	
	Public Safety Activities 301-399	0	
	Public Works Activities 400-799	1,096,885	
	Other Government Activities 800-999	95,988	
	Total Sanitary Sewer Fund Appropriations	1,328,869	
	Effect on Sanitary Sewer Fund's Fund Balance		(61,369)
	Estimated Ending Fund Balance June 30, 2015		\$ 2,219,800

661	Motor Pool Fund	Estimated Beginning Fund Balance	\$ 243,330
	Estimated Revenues	Adopted	
	Motor Pool Fund Estimated Operating Revenue	238,120	
	Total Motor Pool Fund Estimated Revenue	238,120	
	Appropriations	Adopted	
	General Government Activities 101-299	20,301	
	Public Safety Activities 301-399	97,000	
	Public Works Activities 400-799	114,712	
	Other Government Activities 800-999	0	
	Total Motor Pool Fund Appropriations	232,013	
	Effect on Motor Pool Fund's Fund Balance		6,107
	Estimated Ending Fund Balance June 30, 2016		\$ 249,437

865	Sidewalks Fund	Estimated Beginning Fund Balance	\$ 2,398
	Estimated Revenues	Adopted	
	Sidewalk Fund Estimated Operating Revenue	10,000	
	Total Side Walk Fund Estimated Revenue	10,000	
	Appropriations	Adopted	
	General Government Activities 101-299	0	
	Public Safety Activities 301-399	0	
	Public Works Activities 400-799	9,500	
	Other Government Activities 800-999	0	
	Total Side Walk Fund Appropriations	9,500	
	Effect on Side Walk Fund's Fund Balance		500
	Estimated Ending Fund Balance June 30, 2016		\$ 2,898

866	Weed Fund	Estimated Beginning Fund Balance	\$	11,920
Estimated Revenues		Adopted		
	Weed Fund Estimated Operating Revenue	4,000		
	Total Weed Fund Estimated Revenue	4,000		
Appropriations		Adopted		
	General Government Activities 101-299	0		
	Public Safety Activities 301-399	0		
	Public Works Activities 400-799	0		
	Other Government Activities 800-999	1,200		
	Total Weed Fund Appropriations	1,200		
Effect on Weed Fund Fund's Fund Balance				2,800
Estimated Ending Fund Balance June 30, 2016				\$ 14,720

871	Sewer Special Assessment Fund	Estimated Beginning Fund Balance	\$	3,650
Estimated Revenues		Adopted		
	Sewer Special Assessment Fund Est. Operating Revenue	0		
	Total Sewer Special Assessment Fund Revenue	0		
Appropriations		Adopted		
	General Government Activities 101-299	0		
	Public Safety Activities 301-399	0		
	Public Works Activities 400-799	0		
	Other Government Activities 800-999	0		
	Total Sewer Special Assessment Fund Appropriations	0		
Effect on Sewer Spe. Assessment Fund's Fund Balance				0
Estimated Ending Fund Balance June 30, 2016				3,650

Total Estimated Revenues	8,118,962
Total All Funds Appropriations	8,428,912

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 5/26/2015**

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: Abrams, Gilbert, Hicks, Krueger, Pinkston, Porath, Shumaker.

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, City Clerk Juanita Aguilar, DPS Director Tom Svrcek.

Others Present: Ron Schultz, Bob Plumb, Sharon Shumaker, Boots Abrams, Len Thomas, Dave Caudle.

APPROVAL OF MINUTES

Resolution No. 150526-01

(Carried)

Motion by Councilmember Porath
Second by Councilmember Hicks

I Move the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held Monday, May 11, 2015 to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Pinkston, Porath, Shumaker, Abrams.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 150526-02

(Carried)

Motion by Mayor Pro-Tem Abrams
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as amended, for the Regular Council Meeting of May 26, 2015, to be circulated and placed on file.

YES: Hicks, Krueger, Pinkston, Porath, Shumaker, Abrams, Gilbert.
NO: None. Motion Declared Carried.

City Manager's Report

Resolution No. 150526-03

(Carried)

Motion by Councilmember Shumaker
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of May 26, 2015, to be circulated and placed on file.

YES: Krueger, Pinkston, Porath, Shumaker, Abrams, Gilbert, Hicks.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC

None.

COUNCIL BUSINESS

Civil War Service Recognition of Fisher Brothers

Mayor Krueger presented Len Thomas, Historical Society President, with a proclamation recognizing the Civil War Service of the Fisher Brothers.

2016 Fiscal Year Budget

Public Hearing Open:

Dave Caudle, 4015 Elms Road, stated that it was difficult to do research on the budget and analyze it. Mr. Caudle spoke about the department for Elms Park stating that two years ago \$27,000 was spent on Elms Park, that amount doubled last year and the proposed budget has it doubling again. Mr. Caudle wanted to know why the amounts are going so high.

City Manager Zettel stated that there is a project pending to redo the bathrooms with grant funds, and the match money is in the current budget. Mr. Zettel stated that it will probably go unspent because the grant award hasn't been made yet so it is being projected to carry over into the next fiscal budget. The grant was sent in for \$96,000, with the city contribution being half. Mr. Zettel stated that this is something the Parks and Recreation department has been working on for years, with a lot of it being deferred maintenance.

Mr. Caudle asked about the consolidation with Mundy Township stating that he hasn't seen any savings. Mr. Caudle spoke about the Public Safety Assessment of 4.9 miles projected to generate about \$630,000 next year per the new budget. Mr. Caudle spoke about the different departments; police, school safety, public safety, fire department and building safety, stating that for 2013-2014 there was \$125,000 change. Mr. Caudle stated that if taxes went up \$630,000 and with those departments using the biggest share, where is the other \$500,000?

Mr. Zettel stated that in 2013 the city budgeted a \$300,000 deficit and if the city was to maintain 24 hour services, the gap had to be filled to maintain that service. The idea was that once the Public Safety Assessment was passed, it would fill in that funding gap so they could function at a balanced budget without a \$300,000 operating deficit. The city also hired two new full time officers to get back to the previous staffing. Mr. Zettel stated that a new fire truck was also purchased. Mr. Zettel stated that what the city is now paying for Police Chief services is \$37,500 a year. If the merger doesn't occur and that contract is ceased, the city will have to hire a new police chief which would easily cost \$100,000, which would spike another \$70,000 into the budget. Mr. Zettel stated that there are a number of different impacts on the budget, but the big one was the city moving forward with 24/7 coverage.

City Clerk/Finance Director Juanita Aguilar stated that the Public Safety building holds the fire department and police department, with all of their expenses included. Ms. Aguilar stated that the total combination of expenses to support the public safety is \$1,227,000, so even though there is a Public Safety millage of \$630,000, it only covers 50% of their actual expenses. Ms. Aguilar stated that the Public Safety department is about 55% of the total General Fund budget.

Mr. Caudle stated that his question was why is there such a difference in budgets between 2013-2014 and the new one. Mr. Caudle stated that \$630,000 came in but it doesn't look like \$630,000 went out. Mr. Caudle stated that the new officers were in 847 but not in 718 and there is only \$125,000 difference. Mr. Caudle stated that he suspects part of the money went elsewhere, like to general operating costs.

Mayor Krueger stated that before the Public Safety millage was put into place, the city was scavenging from every other department in the city to keep the police force going. Mr. Krueger stated that there weren't even enough workers in the public works department to even plow the roads on a snow day. Mr. Krueger stated that with the extra money coming in for public safety, the city has been able to replenish the people that were cut from other departments.

DDA Boundary Agreement

Resolution No. 150526-04

(Carried)

Motion by Councilmember Hicks
Second by Mayor Pro-Tem Abrams

WHEREAS, the City of Swartz Creek, County of Genesee, Michigan (the "City") is authorized by the provisions of Act 197, Public Acts of Michigan, 1975, as amended ("Act 197"), to operate a downtown development authority, and

WHEREAS, it is necessary, for the best interests of the public, to halt property value deterioration and increase property tax valuation where possible in the business district of the City, to eliminate the causes of such deterioration, and to promote economic growth, and

WHEREAS, the current boundaries are considered inadequate to finance and effectively operate and impact the community, and

WHEREAS, it is necessary to conduct a public hearing in connection with the consideration of proposed ordinance changes concerning DDA boundaries as required by Act 197.

NOW, THEREFORE BE IT RESOLVED, the City Council determines that it is necessary for the best interest of the public to amend the City's Downtown Development Authority pursuant to Act 197 in order to halt property value deterioration and increase property tax valuation where possible in the business district of the City, to eliminate the causes of such deterioration, and to promote economic growth, and the City Council hereby declares its intention to provide for the operation of a downtown development authority pursuant to Act 197.

BE IT FURTHER RESOLVED, there shall be a public hearing on September 14, 2015 at 7:00 PM regarding amendments to the DDA boundaries in the City Council Chambers at City Hall.

Discussion Ensued.

YES: Pinkston, Porath, Shumaker, Abrams, Gilbert, Hicks, Krueger.

NO: None. Motion Declared Carried.

Appropriation—Bid Award, Purchase Road Salt

Resolution No. 150526-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Hicks

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

WHEREAS, this process requires approximately 1,000 tons of rock salt during a winter season; and

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

WHEREAS, the Genesee County Road Commission accepts and awards bids for the purchase of rock salt for application to public rights of way during those relentless and invasive Michigan winters; and

WHEREAS, the County Road Commission negotiated an extension, with increase, of a low bid price with Detroit Salt Company of 12841 Sanders, Detroit, at a unit cost of \$59.83 per ton, and a cooperative purchasing invitation has been extended to the City from the Genesee County Road Commission on May 5, 2015; and

WHEREAS, the City finds that the per-ton cost of \$59.83 cannot be matched if attempts were made to bid on the open market or through private sources.

NOW, THEREFORE, I MOVE the City of Swartz Creek City accept the Genesee County Road Commission's cooperative purchasing extension and appropriate an amount not to exceed \$59,830, plus 10% contingency, for the purchase of rock salt from the Detroit Salt Company, expenses to be distributed proportionate to use at the direction of the City's Finance Director.

Discussion Took Place.

YES: Porath, Shumaker, Abrams, Gilbert, Hicks, Krueger, Pinkston.
NO: None. Motion Declared Carried.

MML Workers Compensation

Resolution No. 150526-06

(Carried)

Motion by Councilmember Pinski
Second by Councilmember Hicks

I Move the City of Swartz Creek approve payment to the Michigan Municipal League in the amount of \$19,446 to cover the annual premium for workers' compensation coverage period from July 1, 2015 to June 30, 2016 and further direct the city's finance director to appropriate the cost of this premium to the appropriate city funds in accordance with the Class Codes identified in the invoice.

YES: Shumaker, Abrams, Gilbert, Hicks, Krueger, Pinkston, Porath.
NO: None. Motion Declared Carried

Scrap Tire Grant—Intersection Repair

Resolution No. 150526-07

(Carried)

Motion by Councilmember Porath
Second by Councilmember Shumaker

WHEREAS, the city submitted a scrap tire grant request to the State of Michigan Department of Environmental Quality to provide \$250,000 towards funding street work in Parkridge Subdivision and on Yarmy Drive; and

WHEREAS, the grant was approved in the amount of \$62,000; and

WHEREAS, the city rejected the bids for the above projects due to a lack of match funds; and

WHEREAS, the DEQ will provide funding for alternate street projects, with a new emphasis on intersections; and

WHEREAS, the city has identified two intersections that are in need of repair and of appropriate scale for the level of funding provided; and

WHEREAS, the city still retains the right to select another project or to withdraw

Scrap Tire Intersection Projects for 2016

from
the
grant

	<u>Fairchild-Miller</u>	<u>Winston-Miller</u>	<u>Total</u>
Construction	\$52,250	\$68,300	\$120,550
Contingency	\$5,225	\$6,830	\$12,055
Design Engineering			\$7,600
Total			\$140,205

program.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek approve the design engineering proposal by Rowe Professional Services in the amount of \$7,600 for design engineering services related to these two intersections, including bidding, with funds to be appropriated out of Fund 202 (Major Street Fund).

BE IT FURTHER RESOLVED, that the City Council directs the City Manager to prepare and execute the grant agreement with the Department of Environmental Quality as included in the city council packet of May 26, 2015.

Discussion Took Place.

YES: Abrams, Gilbert, Hicks, Krueger, Pinkston, Porath, Shumaker.
NO: None. Motion Declared Carried.

Year End Fiscal Adjustments

Resolution No. 150526-08

(Carried)

Motion by Mayor Pro-Tem Abrams
Second by Councilmember Shumaker

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 2014 - 2015 Fiscal Year Budget and comparative year-to-date balance sheet of expenses and revenues, and finds that it is not in deficit; however, certain department activity line items may be in deficit.

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

Discussion Ensued.

YES: Gilbert, Hicks, Krueger, Pinkston, Porath, Shumaker, Abrams.

NO: None. Motion Declared Carried.

MEETING OPEN TO THE PUBLIC:

Dave Caudle, 4015 Elms Road, spoke about the recently defeated proposed road millage. Mr. Caudle spoke about taxes being doubled the previous year with the Public Safety Assessment and that is why he feels the millage failed. Mr. Caudle stated that he feels as if a blend of fixes should be done; a small tax increase as well as an assessment for the roads that need repaired.

REMARKS BY COUNCILMEMBERS:

Councilmember Shumaker commented on the census map in the council packet, asking if it was the same one that is in the conference room and if that is the one the census was based on. He was advised that it was.

Councilmember Gilbert spoke about the Indian cemetery. Mr. Gilbert stated that Henry Crapo never owned that land but that it was owned by one of his relatives. Mr. Gilbert stated that when it was sold there were five acres that were reserved out, but never sold to Henry Crapo. Mr. Gilbert stated that he has the document to prove it.

Councilmember Pinkston asked if there was a time frame when the millings on Winchester Woods, specifically Young and Cardigan, would be done. He was advised that no specific time frame is available at this time.

Mayor Krueger thanked City Manager Zettel for finding and having corrected the error in the City's borders with the Census Bureau.

Mayor Pro-Tem Abrams went through the process for friendly amendments.

Adjournment

Resolution No. 150526-09

(Carried)

Motion by Councilmember Shumaker
Second by Councilmember Gilbert

I Move the City of Swartz Creek adjourn the Regular Session of the City Council meeting at 8:03 p.m.

YES: Unanimous Voice Vote.
NO: None. Motion Declared Carried.

David A. Krueger, Mayor

Juanita Aguilar, City Clerk

City of Swartz Creek

Summary of Freedom of Information Procedures and Guidelines

Consistent with Public Act 563 of 2014 amending the Freedom of Information Act (FOIA), the following is the Written Public Summary of the city's FOIA Procedures and Guidelines relevant to the general public.

Submitting a FOIA request to the City of Swartz Creek

- Requests to inspect or obtain copies of public records prepared, owned, used, possessed or retained by the City of Swartz Creek must be submitted in writing.
- A request must sufficiently describe a public record so as to enable the city to locate it.
- No specific form to submit a written request is required. However a FOIA Request form is available on the city's website at www.cityofswartzcreek.org.
- Written requests can be made in person by delivery to the city office in person or by mail.
- Requests can be made by facsimile by calling 810.635.2887.
- Requests submitted by email should contain the term "FOIA" in the subject line and be sent to azettel@cityofswartzcreek.org.

Note: If you are serving a sentence of imprisonment in a local, state, or federal correctional facility you are not entitled to submit a request for a public record.

Standard responses for a FOIA request?

Within five (5) business days of receipt of a FOIA request, the city will issue a response. If a request is received by facsimile or e-mail, the request is deemed to have been received on the following business day. The city will respond to your request in one of the following ways:

- Grant the request.
- Issue a written notice denying the request.
- Grant the request in part and issue a written notice denying in part the request.
- Issue a notice indicated that due to the nature of the request the city needs an additional ten (10) business days to respond.
- Issue a written notice indicated that the public record requested is available at no charge on the city's webpage.

Deposit requirements?

If the city has made a good faith calculation that the total fee for processing the request exceeds \$50.00, the city will require a deposit in the amount of 50% of the total estimated fee. When the city requests the deposit, it will provide you a non-binding best efforts estimate of how long it will take to process the request following receipt by the city of your deposit.

If the city receives a request from a person who has not paid the city for copies of public records made in fulfillment of a previously granted written request, the city will require a deposit of 100% of the estimated processing fee before it begins to search for the public records for any subsequent written request when all of the following conditions exist:

- the final fee for the prior written request is not more than 105% of the estimated fee;
- the public records made available contained the information sought in the prior written request and remain in the city's possession;
- the public records were made available to the individual, subject to payment, within the time frame estimated by the city to provide the records;
- 90 days have passed since the city notified the individual in writing that the public records were available for pickup or mailing;
- the individual is unable to show proof of prior payment to the city; and
- the city has calculated an estimated detailed itemization that is the basis for the current written request's increased fee deposit.

The city will not require the 100% estimated fee deposit if any of the following apply:

- the person making the request is able to show proof of prior payment in full to the city;
- the city is subsequently paid in full for all applicable prior written requests; or

- 365 days have passed since the person made the request for which full payment was not remitted to the city.

Calculation of FOIA fees?

A fee will not be charged for the cost of search, examination, review and the deletion and separation of exempt from nonexempt information unless failure to charge a fee would result in unreasonably high costs to the city because of the nature of the request in the particular instance, and the city specifically identifies the nature of the unreasonably high costs.

The Michigan FOIA statute permits the city to assess and collect a fee for six designated processing components. The city may charge for the following costs associated with processing a request:

- Labor costs associated with searching for, locating, and examining a requested public record.
- Labor costs associated with a review of a record to separate and delete information exempt from disclosure of information which is disclosed.
- The cost of computer discs or other digital media when the requester asks for records in non-paper physical media.
- The cost of duplication of publication, not including labor, of paper copies of public records
- Labor costs associated with the duplication or publication, which includes making paper copies, making digital copies, or transferring digital public records to non-paper physical media or through the internet.
- The cost to mail or send a public record to a requestor.

Labor Costs

- Estimated and charged labor costs will be allotted 15 minute increments with all partial time increments rounded down.
- Labor costs will be charged at the hourly wage of the lowest-paid city employee capable of doing the work in the specific fee category, regardless of who actually performs the work.
- Labor costs will also include a charge to cover or partially cover the cost of fringe benefits.

Non-paper Physical Media

- The cost for records provided on non-paper physical media, such as computer discs, computer tapes, USB memory, or other digital media will be at the actual and most reasonably economical cost for the non-paper media.
- This cost will only be assessed if the city has the technology capability necessary to provide the public record in the requested non-paper physical media format.

Paper Copies

- Paper copies of public records made on standard letter (8.5 x11) or legal (8.5 x 14) sized paper will not exceed \$0.10 per sheet of paper. Copies for non-standard sized sheets will reflect the actual cost of reproduction.
- The city may provide records using double-sided printing, if cost-saving and available.

Mailing Costs

- The cost to mail public records will use a reasonably economical and justified means.
- The city may charge for the least expensive form of postal delivery confirmation.
- No cost will be made for expedited shipping or insurance unless requested.

FOIA processing fee reduction

The city may waive or reduce the fee associated with a request when the city determines that to do so is in the public interest because release of the information is considered as primarily benefitting the general public.

The city will waive the first \$20.00 of the processing fee for a request if you submit an affidavit stating that you are:

- indigent and receiving specific public assistance; or
- if not receiving public assistance, stating facts demonstrating an inability to pay because of indigency.

You are not eligible to receive the \$20.00 waiver if you:

- have previously received discounted copies of public records from the city twice during the calendar year; or

- are requesting information on behalf of other persons who are offering or providing payment to you to make the request.

An affidavit is a sworn statement. For your convenience, the city has provided an Affidavit of Indigency form for the waiver of FOIA fees on its website.

The city will waive the fee for a nonprofit organization which meets all of the following conditions:

- the organization is designated by the state under federal law to carry out activities under the Developmental Disabilities Assistance and Bill of Rights Act of 2000 and the Protection and Advocacy for Individuals with Mental Illness Act;
- the request is made directly on behalf of the organization or its clients;
- the request is made for a reason wholly consistent with the provisions of federal law under Section 931 of the Mental Health Code; and
- the request is accompanied by documentation of the organization's designation by the state.

Appeals for denial of a public record or an excessive fee?

Appeal of a Denial of a Public Record

If you believe that all or a portion of a public record has not been disclosed or has been improperly exempted from disclosure, you may file an appeal of the denial with the city council. The appeal must be in writing, specifically state the word "appeal" and identify the reason or reasons you are seeking a reversal of the denial.

Within ten (10) business days of receiving the appeal (defined as the first regular meeting of the council after submission), the mayor will respond in writing by:

- reversing the disclosure denial;
- upholding the disclosure denial; or
- reverse the disclosure denial in part and uphold the disclosure in part.

Whether or not you submitted an appeal of a denial to the city council, you may file a civil action in circuit court within 180 days after the city's final determination to deny your request.

Appeal of an Excessive FOIA Processing Fee

If you believe that the fee charged by the city to process your FOIA request exceeds the amount permitted by state law, you must first submit a written appeal for a fee reduction to the city council. The appeal must be in writing, specifically state the word "appeal" and identify how the required fee exceeds the amount permitted.

Within ten (10) business days after receiving the appeal, the mayor will respond in writing by:

- waiving the fee;
- reducing the fee and issue a written determination indicating the specific basis that supports the remaining fee;
- upholding the fee and issue a written determination indicating the specific basis that supports the required fee; or
- issuing a notice detailing the reason or reasons for extending for not more than ten (10) business days the period during which the mayor will respond to the written appeal.

Within forty-five (45) days after receiving notice of the determination of the processing fee appeal, you may commence a civil action in circuit court for a fee reduction.

Further Information

This is a summary of the City of Swartz Creek's FOIA Procedures and Guidelines. For more details, the City of Swartz Creek FOIA Procedures and Guidelines are available at no charge at the city office and on the city's website at www.cityofswartzcreek.org.

City of Swartz Creek

Freedom of Information Act Procedures & Guidelines

Principles and Intent

It is the policy of the City of Swartz Creek that all persons, consistent with the Michigan Freedom of Information Act (FOIA), are entitled to full and complete information regarding the affairs of government and the official acts of those who represent them as public officials and employees. The people shall be informed so that they fully participate in the democratic process.

The City of Swartz Creek's policy with respect to FOIA requests is to comply with state law in all respects and to respond to FOIA requests in a consistent, fair, and transparent manner regardless of the source or content of such requests.

The City of Swartz Creek acknowledges that it has a legal obligation to disclose all nonexempt public records in its possession pursuant to a FOIA request. The City of Swartz Creek acknowledges that sometimes it is necessary to observe exemptions identified under FOIA in order to ensure the effective operation of government and to protect the privacy of individuals.

The City of Swartz Creek will protect the public's interest in disclosure, while balancing the requirement to withhold or redact portions of certain records. The City of Swartz Creek's policy is to disclose public records consistent with and in compliance with state law in a manner that is efficient in cost and time, thereby encouraging FOIA requests.

General Policies

The City Council acting pursuant to the authority within MCL 15.236 designates the City Manager as the FOIA Coordinator. The manager is authorized to designate other city staff, including counsel, to act on his or her behalf to accept and process written requests for the city's public records and approve denials.

If a request for a public record is received by facsimile or e-mail, the request is deemed to have been received on the following business day. If a request is sent by e-mail and delivered to a spam or junk-mail folder, the request is not deemed received until one day after the FOIA Coordinator first becomes aware of the request. The FOIA Coordinator shall maintain a record of the date the request was delivered to the spam or junk-mail folder and the date the FOIA Coordinator became aware of the request.

The FOIA Coordinator and City Clerk shall review their respective and any general city email spam and/or junk-mail folders on a regular basis, which shall be no less than once a month.

The FOIA Coordinator may implement administrative rules and policies, consistent with state law and these procedures and guidelines, to administer the acceptance and processing of FOIA requests.

The city is not obligated to create a new public record or make a compilation or summary of information which does not already exist. Neither the FOIA Coordinator nor other city staff are obligated to provide answers to questions contained in requests for public records or regarding objective or subjective content of the records themselves.

The FOIA Coordinator shall keep a copy of all written requests for public records received by the city on file for a period of a least one year.

Requesting a Public Record

A person requesting to inspect or obtain copies of public records prepared, owned, used, possessed or retained by the City of Swartz Creek must do so in writing. The request must sufficiently describe a public record so as to enable City personnel to identify and find the requested public record.

No specific form to submit a request for a public record is required. However, the FOIA Coordinator may make available such a form for use by the public.

Written request for public records may be submitted in person or by mail to the city office, located at 8083 Civic Drive. Requests may also be submitted electronically by facsimile and e-mail to the FOIA Coordinator. Upon their receipt, requests for public records shall be promptly forwarded to the FOIA Coordinator for processing.

A person may request that public records be provided on non-paper physical media, electronically mailed or otherwise provided in lieu of paper copies. The city will comply with the request only if it possesses the necessary technological capability to provide records in the requested non-paper physical media format. Data storage devices and discs shall be provided by the city, at the expense of the requester, unless the requester provides such media in new and sealed form or a form that is otherwise ensured to be un-manipulated or contaminated with potentially harmful software.

A person who makes a verbal, non-written request for information believed to be available on the city's website, where practicable and to the best ability of the employee receiving the request, shall be informed of the pertinent website address.

Note that these requirements shall not prohibit staff from providing public records upon verbal or informal request, in the normal course of business, as incidental requests of a non-verbal or electronic nature are requested outside of the FOIA statute from time to time.

Processing a Request

Unless otherwise agreed to in writing by the person making the request, within five (5) business days of receipt of a FOIA request the city will issue a response. The city will respond to the request in one of the following ways:

- Grant the request
- Issue a written notice denying the request
- Grant the request in part and issue a written notice denying the request in part
- Issue a notice indicating that, due to the nature of the request, the city needs an additional ten (10) days to respond. Only one such extension is permitted.
- Issue a written notice indicated that the public record requested is available at no charge on the city's website.

If the request is granted, or granted in part, the FOIA Coordinator will require that payment be made in full for the allowable fees associated with the responding to the request before the public record is made available. The FOIA Coordinator shall provide a detailed itemization of the allowable costs incurred to process the request.

A copy of these procedures and guidelines shall be provided to the requestor with the response to a written request for public records, provided however, that if these procedures and guidelines and the written public summary are maintained on the city's website, then a website link to those documents may be provided in lieu of providing paper copies.

If the cost of processing a FOIA request is \$50 or less, the requester will be notified of the amount due and where the documents can be obtained.

If a good faith calculation by the city indicates that the cost of processing a FOIA request is expected to exceed \$50, or if the requestor has not fully paid for a previously granted request, the city will require a good-faith deposit before processing the request. In making the request for a good-faith deposit the FOIA Coordinator shall provide the requestor with a detailed itemization of the allowable costs estimated to be incurred by the city to process the request. The city will also provide a best efforts estimate of a time frame it will take the city to provide the records. The best efforts estimate shall be nonbinding on the city, but will be made in good faith and will strive to be reasonably accurate, given the nature of the request in the particular instance, so as to provide the requested records in a manner based on the public policy expressed by the General Polices.

- If a request is denied or denied in part, the FOIA Coordinator will issue a Notice of Denial which shall provide the following, as applicable:
- An explanation as to why a requested public record is exempt from disclosure; or
- A certificate that the requested records does not exist under the name or description provided by the requestor, or another name reasonably known by the city; or
- An explanation or description of the public record or information with a public record that is separated or deleted from the public record; and
- An explanation of the person's right to submit an appeal of the denial to either the city council or seek judicial review in circuit court; and
- An explanation of the right to receive attorneys' fees, costs, and disbursements as well as actual or compensatory damages, and punitive damages of \$1,000, should they prevail in circuit court.
- The notice shall be signed by the FOIA Coordinator.

If a request does not sufficiently describe a public record, the FOIA Coordinator may, in lieu of issuing a Notice of Denial indicating that the request is deficient, seek clarification or amendment of the request by the person making the request. Any clarification or amendment will be considered a new request subject to the timelines described in this section.

The city shall provide reasonable facilities and opportunities for persons to examine and inspect public records during normal business hours. The FOIA Coordinator is authorized to promulgate rules regulating the manner in which records may be viewed so as to protect city records from loss, alternation, mutilation, or destruction and to prevent excessive interference with normal city operations.

The FOIA Coordinator shall, upon written request, furnish a certified copy of a public records at no additional cost to the person requesting the public record.

Fee Deposits

If the fee estimate is expected to exceed \$50.00 based on a good-faith calculation by the city, the requestor will be asked to provide a deposit not exceeding one-half of the total estimated fee.

If a request for a public record is from a person who has not fully paid the city for copies of public records made in fulfillment of a previously granted written request, the FOIA Coordinator will require a deposit of 100% of the estimated processing fee before beginning to search for a public record for any subsequent written request by that person when all of the following conditions exist:

- The final fee for the prior written request is not more than 105% of the estimated fee;
- The public records made available contained the information sought in the prior written request and remain in the city's possessions;
- The public records were made available to the individual, subject to payment, within the time frame estimated by the city to provide the records;

- 90 days have passed since the FOIA Coordinator notified the individual in writing that the public records were available for pickup or mailing;
- The individual is unable to show proof of prior payment to the city; and
- The FOIA Coordinator has calculated a detailed itemization that is the basis for the current written request's increased estimated fee deposit.

The FOIA Coordinator will not require an increased estimated fee deposit if any of the following apply:

- The person making the request is able to show proof of prior payment in full to the city;
- The city is subsequently paid in full for the applicable prior written request;
- 365 days have passed since the person made the request for which full payment was not remitted to the city.

Calculation of Fees

A fee will not be charged for the cost of search, examination, review, and the deletion and separation of exempt from nonexempt information unless failure to charge a fee would result in unreasonably high costs to the city because of the nature of the request in the particular instance, and the city specifically identifies the nature of the unreasonably high costs.

The following factors shall be used to determine an unreasonably high cost to the city:

- The particular request incurs costs greater than incurred from the typical or usual request received by the city. See *Bloch v Davison Community Schools*, 2011 Mich App Lexis 771, 2011 WL 1564645
- Volume of the public record requested
- Amount of time spent to search for, examine, review and separate exempt from non-exempt information in the record requested.
- Whether public records from more than one city department or various city offices is necessary to respond to the request.
- The available staffing to respond to the request.
- Any other similar factors identified by the FOIA Coordinator in responding to the particular request.

The city may charge for the following costs associated with processing a FOIA request:

- Labor costs directly associated with searching for, locating, and examining a requested public record.
- Labor costs associated with a review of a record to separate and delete information exempt from disclosure of information which is disclosed.
- The actual cost of media discs, tapes, physical memory, or similar digital media.
- The cost of duplication of publication, not including labor, of paper copies of public records.
- The cost of labor associated with duplication or publication, including making paper copies, making digital copies or transferring digital public records to non-paper physical media or through the Internet or other electronic means.
- The actual cost of mailing or sending a public record.

Labor costs will be calculated based on the following requirements:

- Estimated and charged labor costs will be allotted 15 minute increments with all partial time increments rounded down.
- Labor costs will be charged at the hourly wage of the lowest-paid city employee capable of doing the work in the specific fee category, regardless of who actually performs the work. (If using contract or outside labor to separate and delete exempt material from non-exempt material, the public body must clearly note the

name of the person or firm who does the work and the total cost may not exceed an amount six (6) times the state minimum hourly wage).

- Labor costs will also include a charge to cover or partially cover the cost of fringe benefits. The city may add up to 50% to the applicable labor charge amount to cover or partially cover the cost of fringe benefits, but in no case may it exceed the actual cost of fringe benefits.
- Overtime wages will not be included in labor costs until agreed to by the requestor; overtime costs will not be used to calculate the fringe benefit cost.

The cost to provide records on non-paper physical media when so requested will be based on the following requirements:

- Media/computer discs, taps, physical memory, or similar media will be at the actual and most reasonably economical cost for the non-paper media.
- This cost will only be assessed if the city has the technological capability necessary to provide the public record in the requested non-paper physical media format.
- In order to ensure the integrity and security of the city's technological infrastructure, the city will procure any requested non-paper media. The city may accept new, sealed media provided by the requestor.

The cost to provide paper copies of records will be based on the following requirements:

- Paper copies of public records made on standard letter (8.5 x 11) or legal (8.5 x 14) sized paper will not exceed \$0.10 per sheet of paper. Copies for non-standard sized sheets of paper will reflect the actual cost of reproduction.
- The city may provide records using double-sided printing, if cost-saving and available.

The cost to mail records to a requestor will be based on the following requirements:

- The actual cost to mail public records using a reasonably economical and justified means.
- The city may charge for the least expensive form of postal delivery confirmation.
- No cost or provision will be made for expedited shipping or insurance unless requested.

If the FOIA Coordinator does not respond to a written request in a timely manner, the following shall be required:

- Reduce the labor costs by 5% for each day the city exceeds the time permitted under FOIA up to a 50% maximum reduction, if any of the following applies:
 - The late response was willful and intentional.
 - The written request, within the first 250 words of the body of a letter facsimile, e-mail or e-mail attachment conveyed a request for information.
 - The written request included the words, characters, or abbreviations for "freedom of information," "information", "FOIA", "copy" or a recognizable misspelling of such, or legal code reference to MCL 15.231 et seq or 1976 Public Act 442 on the front of an envelope or in the subject line of an e-mail, letter or facsimile cover page.
- Fully note the charge reduction in the Detailed Itemization of Costs Form.

Waiver of Fees

The cost of search for and copying of a public record may be waived or reduced if in the sole judgment of the FOIA Coordinator a waiver or reduced fee is in the public interest because such can be considered as primarily benefitting the general public. Such a record could consist of a record created for the primary purpose of informing the public on a matter of health, safety, or welfare (e.g. a media outlet request for a siren testing schedule or water quality report).

The FOIA Coordinator will waive the first \$20.00 of the processing fee for a request if the person requesting a public record submits an affidavit stating that they are:

- Indigent and receiving specific public assistance; or
- If not receiving public assistance, stating facts demonstrating an inability to pay because of indigency.

An individual is not eligible to receive the waiver if:

- The requestor has previously received discounted copies of public records from the city twice during the calendar year; or
- The requestor requests information in connection with other persons who are offering or providing payment to make the request.

The FOIA Coordinator may make a Fee Waiver Affidavit Form available for use by the public.

A nonprofit organization designated by the state to carry out activities under subtitle C of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 and the Protection and Advocacy for Individuals with Mental Illness Act, or their successors, if the request meets all of the following requirements:

- Is made directly on behalf of the organization or its clients;
- Is made for a reason wholly consistent with the mission and provisions of those laws under Section 931 of the Mental Health Code, MCL 330.1931;
- Is accompanied by documentation of its designation by the state.

Appeal of a Denial of a Public Record

When a requestor believes that all or a portion of a public record has not been disclosed or has been improperly exempted from disclosure, he or she may file an appeal of the denial with the city council. The appeal must be in writing, specifically state the word “appeal” and identify the reason or reasons the requestor is seeking a reversal of the denial. An appeal shall not be considered to have been received until the first regularly scheduled meeting of the city council following the written submission of a denial or fee amount appeal.

Within ten (10) business days of receiving the appeal, the city manager, acting on behalf of and in accordance with a resolution of the council, will respond in writing by:

- Reversing the disclosure denial;
- Upholding the disclosure denial; or
- Reverse the disclosure denial in part and uphold the disclosure denial in part.
- Under unusual circumstances, such as the need to examine or review a voluminous amount of separate and distinct public records or the need to collect the requested records from numerous facilities located apart from the office receiving or processing the request, the city manager may issue not more than one (1) notice of extension for not more than ten (10) business days to respond to the appeal.

Whether or not a requestor submitted an appeal of denial to the city council, he or she may file a civil action in circuit court within 180 days after the city’s final determination to deny the request.

If the court determines that the public record is not exempt from disclosure, the court will award the appellant reasonable attorneys’ fees, cost and disbursements. If the court determines that the appellant prevails only in part, the court in its discretion may award all or an appropriate portion of reasonable attorneys’ fees, costs, and disbursements.

If the court determines that the city arbitrarily and capriciously violated the FOIA by refusing or delaying the disclosure of copies of a public record, it shall award the appellant punitive damages in the amount of \$1,000. The court may also order that the public body pay a civil fine of \$1,000 to the state treasury.

Appeal of an Excessive FOIA Processing Fee

If a requestor believes that the fee charged by the city to process a FOIA request exceeds the amount permitted by state law, he or she must first submit a written appeal for a fee reduction to the city council. The appeal must

be in writing, specifically state the word “appeal” and identify how the required fee exceeds the amount permitted.

Within ten (10) business days of receiving the appeal, the city manager, acting on behalf of and in accordance with a resolution of the council, will respond in writing by:

- Waive the fee;
- Reduce the fee and issue a written determination indicating the specific basis that supports the remaining fee, accompanied by a certification by the mayor that the statements in the determination are accurate and the reduced fee amount complies with these procedures and guidelines and the Section 4 of the FOIA;
- Uphold the fee and issue a written determination indicating the specific basis under Section 4 of the FOIA that supports the required fee, accompanied by a certification by the manager that the statements in the determination are accurate and the fee amount complies with these procedures and guidelines and Section 4 of the FOIA; or
- Issue a notice detailing the reason or reasons for extending for not more than ten (10) business days the period during which the manager will respond to the written appeal.

Within forty-five (45) days after receiving notice of the city manager’s determination of a fee appeal, a requestor may commence a civil action in circuit court for a fee reduction. If a civil action is filed appealing the fee, the city is not obligated to process the request for the public record until the court resolves the fee dispute.

If the court determines that the city required a fee that exceeds the amount permitted, it shall reduce the fee to a permissible amount. If the appellant in the civil action prevails by receiving a reduction of 50% or more of the total fee, the court may award all or appropriate amount of reasonable attorneys’ fees, costs, and disbursements.

If the court determines that the city has acted arbitrarily and capriciously by charging an excessive fee, the court shall also award the appellant punitive damages in the amount of \$500.

Conflict with Prior FOIA Policies and Procedures; Effective Date

To the extent that these procedures and guidelines conflict with previous FOIA policies promulgated by the city council or administration, these procedures and guidelines are controlling. To the extent that any administrative rule promulgated by the FOIA Coordinator subsequent to the adoption of this resolution is found to be in conflict with any previous policy promulgated by the city council or the city administration, the administrative rule promulgated by the FOIA Coordinator is controlling.

To the extent that any provision of these procedures and guidelines or any administrative rule promulgated by the FOIA Coordinator pertaining to the release of public records is found to be in conflict with any state statute, the applicable statute shall control. The FOIA Coordinator is authorized to modify this policy and all previous policies adopted by the city council or city administration, and to adopt such administrative rules as he or she may deem necessary, to facilitate the legal review and processing of requests for public records made pursuant to Michigan’s FOIA statute, provided that such modifications are rules are consistent with state law. The FOIA Coordinator shall inform the city council of any change to these policies and guidelines.

These FOIA Policies and Guidelines become effective July 1, 2015.

Appendix of City of Swartz Creek FOIA Forms

- Request Form
- Detailed Itemization of Fees Form
- Denial Form

- Appeal Form
- Certification Form
- Waiver of Fee Form

FOIA Fee Itemization Form

<u>Component</u>	<u>Cost Calculation</u>	<u>Total</u>
Labor Costs - Search, Location, and Examination of Records	Hourly Rate of the lowest paid employee capable of performing the search, location, and examination	\$8.15
	Fringe multiplier (not to exceed actual cost or 50%, whichever is less)	1.1
	Hourly wage with fringe multiplier	\$8.97
	Hourly overtime, if stipulated by requestor, excluding fringe	\$12.23
	Cost for 15 minute interval	\$2.24
	Number of 15 minute increments, rounded down	10
Total component labor cost		\$22.41

Labor Costs - Employee Redaction	Hourly Rate of the lowest paid employee capable of performing the search, location, and examination	\$8.15
	Fringe multiplier (not to exceed actual cost or 50%, whichever is less)	1.1
	Hourly wage with fringe multiplier	\$8.97
	Hourly overtime, if stipulated by requestor, excluding fringe	\$12.23
	Cost for 15 minute interval	\$2.24
	Number of 15 minute increments, rounded down	10
Total component labor cost		\$22.41

Labor Costs - Contracted Redaction	Name of person/firm:	
	Hourly rate (may not exceed 6 times state minimum wage)	\$25.00
	Cost for 15 minute interval	\$6.25
	Number of 15 minute increments, rounded down	10
Total component labor cost		\$62.50

Labor Costs - Duplication, Copying, and Transferring Records to Media	Hourly Rate of the lowest paid employee capable of performing the search, location, and examination	\$8.15
	Fringe multiplier (not to exceed actual cost or 50%, whichever is less)	1.10
	Hourly wage with fringe multiplier	\$8.97
	Hourly overtime, if stipulated by requestor, excluding fringe	\$12.23
	Cost for 15 minute interval	\$2.24
	Number of 15 minute increments, rounded down	10
Total component labor cost		\$22.41

Mailing	Postage	\$1.00
	Least expenisve delivery confirmation	\$1.00
	Cost of expedited shipping, if requested	\$1.00
	Cost of insurance, if requested	\$1.00
Total of component		\$4.00

Non-Paper Physical Media	Flash drives	\$1.00
	Computuers discs	\$1.00
	Other media	\$1.00
Total of component		\$3.00

Paper Copies	Number of letter (8.5 x 11) sheets	10
	Number of legal (8.5 x 14) sheets	10
	Alt paper one cost	\$0.25
	Alt paper one number of sheets	10
	Alt paper two cost	\$0.25
	Alt paper two number of sheets	10
Total of component		\$7.00

Waivers and Reductions	Less indigency reduction if applicable	-\$20.00
	Less amount determined to be waived to benefit public interest	\$0.00
	Late response reduction (.5% for each day, max 50%)	\$0.00
Total of component		-\$20.00

Deposit	Less any good-faith deposit received	\$0.00
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Total Due **\$123.74**

**SWARTZ CREEK POLICE DEPARTMENT
MOTOR POOL RENTAL HOURS
MAY 2015**

	<u>101-301-941</u>	<u>101-302-941</u>	<u>101-303-941</u>	<u>101-304-941</u>
#05-168	19	0	0	0
#05-649	42	0	0	0
#12-144	142	0	0	0
#09-401	0	0	110	0
#13-384	525	0	0	0
#09-226	118	0	0	13
#10-161	146	0	0	0
#14-514	0	0	0	0
TOTAL	879	0	110	13

SCPD200 Ticket Ledger Report
 5/1/2015 12:00:00 AM - 6/30/2015 12:00:00
 AM

Citation No	Citation Date Time	Location	Offense
10189	5/13/2015	Church / Frederick	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10630	5/31/2015	E/b Grv At Morrish	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10631	5/31/2015	E/b Grv At Morrish	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10633	5/31/2015	In Front Of 7494 Grove St	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10634	5/31/2015	E/b Grv At Morrish	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10665	5/8/2015	5138 Oakview Dr	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10666	5/8/2015	5138 Oakview	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10667	5/8/2015	5382 Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10668	5/9/2015	5160 Worchester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10669	5/9/2015	8378 Cappy Ln	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10670	5/24/2015	7084 Miller	
			8291 - 54003 - Traffic - Parked in Handicap Space
10863	5/1/2015	Don Shenk	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10865	5/1/2015	Don Shenk	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10866	5/1/2015	Red Oak	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10867	5/5/2015	Oakview	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations

10868	5/6/2015	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10869	5/9/2015	Durwood	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10870	5/11/2015	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10872	5/19/2015	Parkridge Pkwy	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10873	5/19/2015	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10875	5/23/2015	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10876	5/23/2015	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10877	5/24/2015	Don Shenk	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10878	5/24/2015	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10879	5/25/2015	Parkridge	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10880	6/2/2015	Hickory	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10882	6/2/2015	Parkridge	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10883	6/2/2015	Mountain Ash	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10884	6/2/2015	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
10885	6/2/2015	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
1183770	5/1/2015	Miller Rd E/b Near 7000 Blk	
			8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License
1264372	5/17/2015	Elms Near Miller	
			8271 - 54003 - Traffic - No Operators License
			8920 - 89003 - Violation - Insurance - Fail to File PLPD Insurance
			8127 - 54003 - Traffic - Disregarded Stop and Go Light

1269730	5/6/2015	Morrish Near Apple Crk Apt (round House)	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1269731	5/21/2015	Miller Rd E/b Near Bristol	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1269756	5/9/2015	Miller, Morrish	
			8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License
1269757	5/25/2015	Miller / Fortine	
			8277 - 54003 - Traffic - Registration Law Violations
			8275 - 54003 - Traffic - Driver License Law Violations
1269758	5/25/2015	Miller / Elms	
			8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License
1269778	5/7/2015	Morrish Rd N/b Near Mary St	
			8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License
			8280 - 54003 - Traffic - No Proof of Insurance
1269779	5/13/2015	E/b 69 Near Miller Rd	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
			8277 - 54003 - Traffic - Registration Law Violations
1269780	5/27/2015	Morrish Rd N/b Near Mary St	
			8231 - 54003 - Traffic - Defective/Improper/No Headlights
			8232 - 54003 - Traffic - Defective/Improper/No Tail Lights
1269781	5/26/2015	Schafer Dr At Miller Rd	
			8277 - 54003 - Traffic - Registration Law Violations
1269904	5/5/2015	Miller Near Raubingor	
			8280 - 54003 - Traffic - No Proof of Insurance
1269905	5/8/2015	Morrish, I-69	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1269906	5/19/2015	W/b 69 Exit Ramp At Morrish	
			8124 - 54003 - Traffic - Failed to Stop/Yield at Signed/Signalized RR Crossing
1269907	5/25/2015	Morrish / I-69	
			8275 - 54003 - Traffic - Driver License Law Violations
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1269908	6/1/2015	Miller, Bristol	
			8080 - 54003 - Traffic - Following Too Closely
			8280 - 54003 - Traffic - No Proof of Insurance
1270193	5/9/2015	Wb I-69, Morrish	

			8013 - 54001 - Motor Vehicle Accident - Failed to Report Accident
1270195	5/18/2015	4965 Schafer Dr On Grounds	
			1313 - 13001 - Assault and Battery/Simple Assault
1270196	5/18/2015	5052 Morrish Rd	
			5586 - 55000 - Animals -Cruelty to
1345040	5/4/2015	Morrish Rd N/b Near Applecreek	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1345041	5/5/2015	Durwood At Oakview	
			8134 - 54003 - Traffic - Other Improper Turning
1345042	5/8/2015	Miller Rd Near I-69	
			8114 - 54003 - Traffic - Failed to Yield (All Others)
1345043	5/9/2015	Miller Rd W/b At Morrish	
			8128 - 54003 - Traffic - Improper Stop and Turn on Red
			8280 - 54003 - Traffic - No Proof of Insurance
1345044	5/19/2015	Miller E/b Near 2nd	
			8133 - 54003 - Traffic - Improper Turn from Wrong Lane
1345045	5/22/2015	Morrish Rd S/n Near Grv	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)

Total Tickets : 55

Total Offenses : 64

210 OFFENSE SUMMARY
 5/1/2015 12:00:00 AM – 5/31/2015
 12:00:00 AM

Offense	Total
1305 - 13002 - Aggravated/Felonious Assault - Non-Family - Other Weapon	1
1313 - 13001 - Assault and Battery/Simple Assault	3
2206 - 22004 - Possession of Burglary Tools	1
2299 - 22001 - Burglary -Other Forced Entry	2
2304 - 23006 - Larceny - Parts and Accessories from Vehicle	1
2305 - 23005 - Larceny - Personal Property from Vehicle	1
2308 - 23003 - Larceny - From Building (Includes library, office used by public, etc)	2
2379 - 23007 - Larceny of Gasoline, Self-Service Station	1
2399 - 23007 - Larceny (Other)	3
2408 - 24001 - Possess Stolen Vehicle	1
2902 - 29000 - Damage to Property - Private Property	1
3074 - 30002 - Retail Fraud Theft 2nd Degree	1
3542 - 35001 - Synthetic Narcotic - Possess	1
3899 - 38003 - Family Offense (Other)	1
4801 - 48000 - Resisting Officer	1
5007 - 50000 - Obstructing Court Order	1
5707 - Trespass (Other)	1
7070 - 70000 - Runaway	1
8011 - 54001 - Motor Vehicle Accident - Failed to Stop and Identify	3
8271 - 54003 - Traffic - No Operators License	4
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	2
8275 - 54003 - Traffic - Driver License Law Violations	2
9910 - 93001 - Traffic, Non-Criminal - Accident	10
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	4
9942 - 98006 - Inspections/Investigations - Family Trouble	1
9944 - 98008 - Inspections/Investigations - Lost and Found Prop	1
9946 - 99001 - Miscellaneous - Suicide	1
9953 - 99008 - Miscellaneous - General Assistance	4
9954 - 99009 - Miscellaneous - Non-Criminal	2
Total:	58

DPS ACTIVITY

MAY 2015

	<u>REGULAR</u>	<u>HOLIDAY</u>	<u>VACATION</u>	<u>ABSENT</u>	<u>OT</u>	<u>DT</u>
101 GENERAL FUND						
262.0 ELECTIONS	12.00		0.01	0.07		
781.0 AMPHI-PARK						
782.0 WINSHALL PARK	19.50		1.02	0.06	2.00	1.00
783.0 ELMS PARK	75.00		3.02	0.36	2.00	1.00
784.0 BICENT. PARK	7.00			0.16		
790.0 SENIOR CENTER/LIBRARY	23.50			0.03		
345.0 P S BLDG	24.50		0.01	0.10		
793.0 CITY HALL	9.13		0.01	0.07		
794.0 COMM PROMO						
796.0 CEMETERY						
202 MAJOR STREET FUND						
429.0 SAFETY						
441.0 PARK & RIDE	3.00					
463.0 STREET MAIN	48.00		3.06	0.26		
474.0 TRAFFIC	3.00			0.06	1.00	
478.0 SNOW & ICE						
482.0 ADMIN	3.63	0.22	0.55			
203 LOCAL STREET FUND						
429.0 SAFETY						
463.0 STREET MAIN	59.50		3.07	0.29		
474.0 TRAFFIC	4.00					
478.0 SNOW & ICE						
482.0 ADMIN	3.63	0.22	0.55			
226 GARBAGE FUND						
528.0 COLLECT	48.50		0.01	0.35		
530.0 WOODCHIPPING	93.10	0.40	9.04	0.45		
782.0 WINSHALL PARK GARBAGE	6.50			0.03	1.00	1.00
783.0 ELMS PARK GARBAGE	8.50			0.03	3.00	3.00
793.0 CITY HALL	9.12		0.01	0.07		
590 WATER						
540.0 WATER SYSTEM	191.07	3.58	31.03	0.55	2.50	
540.0 WATER-ON CALL						
542.0 READ & BILL	14.25		0.02	0.01		
793.0 CITY HALL	9.12		0.01	0.07		
591 SEWER						
536.0 SEWER SYSTEM	88.07	3.58	8.98	0.19		5.00
536.0 SEWER-ON CALL						
537.0 LIFT STATION	16.00		0.03	0.03	3.00	
542.0 READ & BILL	14.25		0.02	0.01		
793.0 CITY HALL	9.13		0.01	0.07		
661 MOTOR POOL FUND						
795.0 CITY GARAGE	24.00		0.04	0.18		
DAILY HOURS TOTAL	827.00	8.00	60.50	3.50	14.50	11.00

May 2015	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#1 P/U 4WD					
#3 P/U 4WD	524		27		
07-03 P/U 4WD					
09-03 P/U 4WD					52
#2 P/U 2WD			77		
#6-00 BACKHOE					
#11 DUMP			12		
#12-02 DUMP					
#12-04 DUMP					31
#12-99 GENERATOR					
#9-02 BRUSH HOG					
#17 CASE BACKHOE					30
#19 JD TRACTOR					11
#06-99 BUCKET TRUCK					
#21 WOOD CHIPPER					26
#807 STREET SWEEPER					129
#42 ASPHALT HEATER					
#37 TRAIL ARROW					
#10-98 3" PUMP					
#28A 3" PUMP					
3" PUMP					
#30 4" PUMP					
#31 4" PUMP					
#32 4" PUMP					
1" PUMP					
S-10			12		
TOTAL	524		128		279

Public Works
Monthly Work Orders

06/01/15

Work Order #	Location ID	Customer Name	Date Read	Type
Work Order Status		Service Address	Date Comp	
FNRD15-0839 COMPLETED	SO10-000148-0000-03	VALUE HOMES 148 SOMERSET DR	05/01/15 05/01/15	FINAL READ
FNRD15-0841 COMPLETED	SC20-005079-0000-05	GULLETT, MALLORY 5079 SCHOOL ST	05/01/15 05/01/15	FINAL READ
FNRD15-0842 COMPLETED	WI10-005304-0000-04	CUNNINGHAM PROPERTY 5304 WINSHALL DR	05/01/15 05/01/15	FINAL READ
GWO15-0321 COMPLETED	WI10-005363-0000-01	WINSHALL PARK 5363 WINSHALL DR	05/01/15 05/01/15	GENERIC WORK ORDE
WTON15-0819 COMPLETED	MI10-007287-0000-02	HSBC BANK USA 7287 MILLER RD	05/01/15 05/01/15	WATER TURN ON
WTON15-0818 COMPLETED	WI10-005182-0000-01	ALEXANDER, LINDA J 5182 WINSHALL DR	05/01/15 05/06/15	WATER TURN ON
WMBK15-0053 COMPLETED	SE20-005186-0000-01	EDWARDS, DREW 5186 SEYMOUR RD	05/02/15 05/14/15	WATER MAIN BREAK
GWO15-0322 COMPLETED	WI10-005363-0000-01	WINSHALL PARK 5363 WINSHALL DR	05/04/15 05/04/15	GENERIC WORK ORDE
WTON15-0820 COMPLETED	CH20-008462-0000-01	CATON, LINDA 8462 CHESTERFIELD DR	05/04/15 05/04/15	WATER TURN ON
ELEC15-0041 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	05/04/15 05/04/15	ELEC SETUP/TAKEDO
FNRD15-0845 COMPLETED	MI10-007165-0000-04	PETERSON, ZANE 7165 MILLER RD	05/05/15 05/05/15	FINAL READ
FNRD15-0847 COMPLETED	DU10-005352-0000-02	BANKWITZ, REBECCA 5352 DURWOOD DR	05/06/15 05/06/15	FINAL READ
MNT15-0200 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	05/06/15 05/06/15	BUILDING MAINTENA
ELEC15-0042 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	05/06/15 05/06/15	ELEC SETUP/TAKEDO
ELEC15-0043 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	05/06/15 05/06/15	ELEC SETUP/TAKEDO
SWLK15-0005	BR20-006509-0000-04	LANE, AMY 6509 BRISTOL RD	05/07/15	SIDEWALK REPAIR
SWR15-0047 COMPLETED	WI20-005085-0000-01	MOKOFSKY, STEVEN 5085 WINSTON DR	05/07/15 05/07/15	SEWER DRAIN PROBL
WREP15-0059 COMPLETED	CC10-007403-0000-01	SCHULLER, PETER 7403 CROSSCREEK DR	05/07/15 05/07/15	WATER REPAIRS
FNRD15-0846 COMPLETED	MO20-004186-0000-02	SHEGOS, RAYMOND 4186 MOUNTAIN ASH LN	05/11/15 05/12/15	FINAL READ
LNDS15-0097 COMPLETED	GR10-005218-0000-01	CARSON, REX 5218 GREENLEAF DR	05/12/15 05/13/15	LANDSCAPING

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
MNT15-0201 COMPLETED	CI10-008100-0000-01	PUBLIC SAFETY BUILDING 8100 CIVIC DR	05/15/15 05/15/15	BUILDING MAINTENA
MTRP15-0452 COMPLETED	MA20-008064-0000-02	BENNETT, LINDA 8064 MAPLE ST	05/15/15 05/15/15	METER REPAIR
FNRD15-0849 COMPLETED	WI20-005022-0000-07	CHRISLER, DENNIS R 5022 WINSTON DR	05/18/15 05/18/15	FINAL READ
WOFF15-1255 COMPLETED	MO10-005044-0000-03	BOXELL, BARBARA 5044 MORRISH RD	05/18/15 05/18/15	WATER TURN OFF
FNRD15-0850 COMPLETED	WO10-005222-0000-01	MAUSOLF, ROGER 5222 WORCHESTER DR	05/18/15 05/18/15	FINAL READ
WOFF15-1256 COMPLETED	DO10-005267-0000-04	DUNCAN, BONNIE 5267 DON SHENK DR	05/18/15 05/18/15	WATER TURN OFF
LNDS15-0098	WI20-005085-0000-01	MOKOFSKY, STEVEN 5085 WINSTON DR	05/21/15	LANDSCAPING
FNRD15-0851 COMPLETED	HA10-005014-0000-08	JACOBS, KYLE 5014 HAYES ST	05/21/15 05/21/15	FINAL READ
FNRD15-0853 COMPLETED	OA10-005239-0000-06	MOWRER, SHERYL 5239 OAKVIEW DR	05/22/15 05/22/15	FINAL READ
WTON15-0821 COMPLETED	FA10-005093-0000-07	OAKWOOD PROPERTIES 5093 FAIRCHILD ST	05/22/15 05/22/15	WATER TURN ON
CHIP15-0024 COMPLETED	CH30-007551-0000-06	MASTERS, NICOLE 7551 CHURCH ST	05/27/15 05/27/15	TREE CHIPPING
FNRD15-0854 COMPLETED	MI10-006033-0000-09	FINCH, COREY 6033 MILLER RD	05/27/15 05/27/15	FINAL READ
WBKU15-0040 COMPLETED	SE20-005324-0000-01	JONES, KEVIN 5324 SEYMOUR RD	05/27/15 05/27/15	WATER BACK UP-CHE
WOFF15-1257 CANCELLED	WO10-005222-0000-01	MAUSOLF, ROGER 5222 WORCHESTER DR	05/28/15 05/18/15	WATER TURN OFF
WREP15-0060	MO10-005073-0000-01	CASWELL, JOAN 5073 MORRISH RD	05/28/15	WATER REPAIRS
GWO15-0323	HO10-005032-0000-06	RANDALL, CHARLA 5032 HOLLAND DR	05/28/15	GENERIC WORK ORDE
WTON15-0823 COMPLETED	SE20-005276-0000-02	CHAMPION MORTGAGE 5276 SEYMOUR RD	05/28/15 05/28/15	WATER TURN ON
WTON15-0822 COMPLETED	MO10-005044-0000-03	BOXELL, BARBARA 5044 MORRISH RD	05/28/15 05/28/15	WATER TURN ON
FNRD15-0855	JE10-004169-0000-01	BUTTS, NORMAN 4169 JENNIE LN	05/29/15	FINAL READ
FNRD15-0856 COMPLETED	SP10-004262-0000-01	STOPPERT, GUY 4262 SPRINGBROOK DR	05/29/15 05/29/15	FINAL READ
FNRD15-0857 COMPLETED	MI10-005428-0000-06	IVEY, JAMES 5428 MILLER RD	05/29/15 05/29/15	FINAL READ

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	

Report Generated: 6/1/2015 4:42 PM

Report Options: Scheduled From: 5/1/2015 To: 5/31/2015

06/02/2015

CHECK REGISTER FOR CITY OF SWARTZ CREEK
CHECK DATE FROM 05/01/2015 - 05/31/2015

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
05/14/2015	40405	AARON LYONS	ELMS PARK DEPOSIT REFUND 5/3/15	100.00
05/14/2015	40406	ALLIE BROTHERS INC	UNFRM L/S SHRTS PAUL/TIE BARS/WSTL CHNS	284.46
05/14/2015	40407	AMERICAN MESSAGING	MAY 2015 8108332563 8108331159	26.04
05/14/2015	40408	ARROW UNIFORM RENTAL	MATS, SUPPLIES	32.20
			UNIFORMS, MATS, SUPPLIES, ENV.	102.33
			MATS, SUPPLIES	32.20
			UNIFORMS, MATS, SUPPLIES, ENV.	102.33
				<u>269.06</u>
05/14/2015	40409	CHARTER TOWNSHIP OF MUNDY	1/2 COST LIVE SCAN SERVICE MAINT.	1,747.50
05/14/2015	40410	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT SERV. MARCH 2015	2,338.80
05/14/2015	40411	CHIEF SUPPLY CORPORATION	NIK DRUG TEST KITS	110.65
			NIK DRUG TEST KITS	49.98
				<u>160.63</u>
05/14/2015	40412	CONSUMERS ENERGY	4/1-4/30/15 4524 MORRISH RD	42.37
05/14/2015	40413	CONSUMERS ENERGY	4/1-4/30/15 TRAFFIC LIGHTS	404.69
05/14/2015	40414	CONSUMERS ENERGY	4/1-4/30/15 SIRENS	26.83
05/14/2015	40415	CONSUMERS ENERGY	4/1-4/30/15 ELMS PARKING LOT	28.72
05/14/2015	40416	CONSUMERS ENERGY	4/7-5/6/15 E 4125 ELMS RD	30.83
05/14/2015	40417	CONSUMERS ENERGY	4/1-4/30/15 A 9099 MILLER RD	35.37
05/14/2015	40418	CONSUMERS ENERGY	4/3-5/4/15 A 8095 CIVIC DR	859.11
05/14/2015	40419	CONSUMERS ENERGY	4/3-5/1/15 A 5361 WINSHALL DR	22.74
05/14/2015	40420	CONSUMERS ENERGY	4/2-5/1/15 E 8301 CAPPY LN	132.89
05/14/2015	40421	CONSUMERS ENERGY	4/3-5/1/15 A 5257 WINSHALL DR	22.61
05/14/2015	40422	CONSUMERS ENERGY	4/3-5/4/15 A 8083 CIVIC DR	723.91
05/14/2015	40423	CONSUMERS ENERGY	4/3-5/4/15 A 5121 MORRISH RD	409.71
05/14/2015	40424	CONSUMERS ENERGY	4/3-5/4/15 A 8059 FORTINO DR	63.43
05/14/2015	40425	CONSUMERS ENERGY	4/3-5/4/15 A 8100 CIVIC DR	1,002.13
05/14/2015	40426	CONSUMERS ENERGY	4/7-5/5/15 A 6425 MILLER PARK & RIDE	87.46
05/14/2015	40427	CREEK AUTO SERVICES LLC	SERVICE POWER STEERING 13-384	97.63
			INSTALL TRANS LINES 05-649	178.20
			INSTALL VALVE STEM & MONITOR 10-161	80.50
			MONTHLY LOF/FRONT BRAKES 13-384	289.70
				<u>646.03</u>
05/14/2015	40428	CUMMINS BRIDGEWAY	REPAIR GENERATOR/CAPPY LIFT STATION	500.40
05/14/2015	40429	D & D TRUCK & TRAILER PARTS	1" HEATER HOS 100 FT	153.00
			1" HEATER HOS 100 FT	153.00
				<u>306.00</u>
05/14/2015	40430	D & G SIGNS LLC	TEMP SIGN	99.47
05/14/2015	40431	DAVID KRUEGER	SMALL CITIES MTG 5/6/15 DINNER/MILEAGE	31.68
05/14/2015	40432	DEANNA KORTH	OFFICE SUPPLIES REIMBURSEMENT	43.62
			REIMB FOR CALCULATOR C ESKEW	52.99
			REIMB FOR ELECTION SUPPLIES	13.72
				<u>110.33</u>

				110.33
05/14/2015	40433	DONALD KORTH	RSLV ISSUE FIRE DEPT FAX/SETUP QVF MNTR	100.00
05/14/2015	40434	FAMILY FARM AND HOME INC	COMPOST BAGS (6)	15.00
			GREASE (10)	20.90
			WEED & FEED (10)	189.90
			WEED & FEED (3)	83.97
			QUICK LINK (2)	5.38
			GLOVES (2)	27.98
			WHEELBARROW	69.99
			YARD FORK (1)/BROOMS (4)	77.96
			RETURN CLAW HAMMER	(5.99)
				<u>485.09</u>
05/14/2015	40435	FIDELITY SECURITY LIFE INSUR/EYEMED	MAY 2015 VISION-RETIREEES(6)/COBRA(1)	38.83
05/14/2015	40436	FLINT WELDING SUPPLY	FAX/CYLINDER COMPRESSED OXYGEN	5.00
05/14/2015	40437	GENESEE CTY DRAIN COMMISSIONER	MISS DIG NOV 2014-APR 2015	72.00
05/14/2015	40438	GILL ROYS HARDWARE	OUTDOOR BOX/COVER/GLOVES	22.76
			HUMIDIFIER TREATMENT	9.59
			BOX CONNECTOR (4)	1.56
			OUTDOOR BOX/BLANK COVER/DRILL BIT/FSTNRS	18.66
			YARD WASTE BAGS	31.96
			CONNECTOR (2)/COUPLING (1)	15.97
			SPADE BIT	3.99
			LIQUID ANT BAIT KILLER	34.36
			4" ROUND COVER	15.92
			FILTER	15.98
			COIL CHAIN	43.60
			P-TRAP	3.99
			WASTE TUBE/FLEX COUPLING/FASTENERS	12.47
			HOSE END	19.99
			EXTENSION TUBE	3.99
			TRAP JBEND	10.99
			COUPLING/PIPE CAP/TEST PLUG	23.17
			FLEXIBLE J-BEND	9.59
			BATTERIES	16.57
			COMBO EXT SCREW 1 BOX	22.99
			BREAKER	5.99
			RLR COVER (1)/CAULK (3)	11.96
			FLUSH LEVER	5.59
			EXTENSION SPRING	6.59
			60 LB CONCRETE MIX (2)	9.58
			KEY COPIES (3)/TAPE (1)	10.26
			AJAX/COIL CHAIN	7.42
			SOAP (6)	11.94
			6" EXTENSION BIT	5.59
			NUTS, BOLTS, SCREWS (2)	0.66
			UPS SHIPPING	14.14
			CLEANING SUPPLIES	37.28
			RETURN TEST PLUG	(5.99)
			APRIL 2015 DISCOUNT	(42.03)
				<u>417.08</u>
05/14/2015	40439	GLC-LAB LLC	4/22/15 DOMINIQUE WILKS	125.00
05/14/2015	40440	GOVERNMENT FORMS AND SUPPLIES LLC	STAMPER (1)/MINUTE BOOK FILLER (250)	189.85
05/14/2015	40441	GRAND TRUNK WESTERN RAILROAD	EML/RR CROSSING MAINT 5/1/15-4/30/16	3,459.00
05/14/2015	40442	HYDRO DESIGNS INC	WATER CROSS CONNECTION CONTROL AND COMPL	855.00

05/14/2015	40443	INTEGRITY BUSINESS SOLUTIONS	OFFICE SUPPLIES	439.97
			OFFICE SUPPLIES	486.32
			CORRECTION TAPE 10 PK	6.99
				<u>933.28</u>
05/14/2015	40444	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	800.00
			MOW & TRIM CITY PROPERTIES	800.00
				<u>1,600.00</u>
05/14/2015	40445	KLEE MFG & DIST	FLAGS (7)/VETERANS MEMORIAL	387.00
05/14/2015	40446	LANDMARK APPRAISAL CO	MAY 2015 ASSESSOR SERVICES OCT 1 2014-JU	2,370.48
05/14/2015	40447	LIQUIFORCE SEWER SERVICES	SANITARY SEWER SYSTEM INSPECTIONS AND RE	21,193.00
05/14/2015	40448	LYNETTE GERNIER	UB REFUND 4432 MORRISH	12.65
05/14/2015	40449	MICHIGAN METER TECHNOLOGY GRP. INC	SHIPPING ON INVOICE 94298	9.80
05/14/2015	40450	MICHIGAN PIPE AND VALVE	CLAMP (1)/CORP BUSH (1)/CORP STOP (4)	465.97
05/14/2015	40451	MICHIGAN POLICE EQUIPMENT COMPANY	RIFLE MAGS (12)	224.00
05/14/2015	40452	MID MICHIGAN MANUFACTURING	JETTED AND CLEANED SEWER LINES	1,625.00
05/14/2015	40453	MUNICIPAL CODE CORP.	UPDATING CODE OF ORDINANCES	6,851.69
05/14/2015	40454	MY-CAN LLC	PORTAJON RENTAL 4/28-5/26/15 ELMS&WINSHA	290.00
05/14/2015	40455	PARAGON LABORATORIES INC	EML/WATER SAMPLES	172.50
05/14/2015	40456	PHYSIO-CONTROL INC	LIFE PACK AED	2,005.00
05/14/2015	40457	PLAY ENVIRONMENTS INC.	TRAPESE RING (2)	65.00
05/14/2015	40458	RICHARD ABRAMS	SMALL CITIES MTG DINNER/MILEAGE 5/6/14	30.53
05/14/2015	40459	ROYALTY SERVICES INC	TOPSOIL	409.00
05/14/2015	40460	RWS OF MID MICHIGAN	APRIL 2015/FY15 GARBAGE/RECYCLING/YARD W	20,847.36
05/14/2015	40461	SEPLA	REGISTRATION SEPLA CONF SZMANSKY 6/16-18	375.00
05/14/2015	40462	SIMEN FIGURA & PARKER PLC	APRIL 2015 GEN'L/TRAFFIC/ORDIN	2,341.00
05/14/2015	40463	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING 3/19-4/29/15	64.00
05/14/2015	40464	SUBURBAN AUTO SUPPLY	BLADE FUSE	2.99
			LIFT SUPPORT (2)	41.16
			OIL FILTER (2)	7.98
			10W30 5Q OIL (2)	33.98
				<u>86.11</u>
05/14/2015	40465	SUPER FLITE OIL CO INC	4/1-4/30/15 FUEL USAGE - DPW	713.21
05/14/2015	40466	SUPER FLITE OIL CO INC	4/1-4/30/15 FUEL USAGE - POLICE	1,659.71
05/14/2015	40467	SWARTZ CREEK AREA FIRE DEPT.	APRIL 2015 MONTHLY RUNS	2,659.66
05/14/2015	40468	SWARTZ CREEK ELEVATOR	50 LBS GRASS SEED	90.00
			ROUND UP	80.00
				<u>170.00</u>
05/14/2015	40469	VERIZON WIRELESS	APRIL 2015 MONTHLY INVOICE	374.78
05/14/2015	40470	VERMEER OF MICHIGAN	BLADE SHARPENING/CHIPPER	46.48
05/14/2015	40471	VIEW NEWSPAPER GROUP	MEDICAL MARIJUANA MORATORIUM 4/25/15	93.00
05/14/2015	40472	VILLAGE CLEANERS	UNIFORM CLEANING APRIL 2015	88.00
05/21/2015	40473	A+ SUPPLY CO INC	LIGHT	55.69
05/21/2015	40474	ACE OUTDOOR SERVICES LLC	RED MULCH	62.00
05/21/2015	40475	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV.	116.80
			MATS, SUPPLIES	32.20
				<u>149.00</u>
05/21/2015	40476	BLUE CARE NETWORK-EAST MI	JUNE 2015 RETIREE MED INS KELLY	778.76

JUNE 2015 RETIREE MED INS O'BRIEN	1,361.59
JUNE 2015 RETIREE MED INS SHANNON	818.12
JUNE 2015 RETIREE MED INS CLOLINGER	1,370.06
JUNE 2015 COBRA INS BUECHE	793.14

5,121.67

05/21/2015	40477	BRENDA WARNER	REFUND DEPOSIT 45 SOMERSET (FKA KINGLSEY	75.00
05/21/2015	40478	CONSUMERS ENERGY	4/2-5/1/15 A 8499 MILLER RD	22.98
05/21/2015	40479	CONSUMERS ENERGY	4/3-5/4/15 A 8011 MILLER RD	19.18
05/21/2015	40480	CONSUMERS ENERGY	4/3-5/1/15 A WINSHALL RESTROOMS	33.86
05/21/2015	40481	CONSUMERS ENERGY	4/7-5/6/15 A 4125 ELMS RD PAVILION	12.46
05/21/2015	40482	DELTA DENTAL PLAN	JUNE 2015 DENTAL RETIREES(7)/COBRA(1)	542.86
05/21/2015	40483	DONALD KORTH	UPDTD WRKSTNS/INSTALL PTR/MV COMPUTRS	750.00
05/21/2015	40484	FUNTASTIC INFLATABLES	EML/MOVIE NIGHT 6/12/15	250.00

05/21/2015	40485	INTEGRITY BUSINESS SOLUTIONS	BINDING SYSTEM/DISK DRIVE 3PK/LABELS	51.54
			SURGE OUTLET (8)	196.24

247.78

05/21/2015	40486	JANINE COOL	ELMS PARK DEPOSIT REFUND 5/9/15	100.00
05/21/2015	40487	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES/RES. LOTS (8)	1,015.00
05/21/2015	40488	JOYCE BOUCHARD	CANCEL PARK RESERVATION 7-19/15	150.00
05/21/2015	40489	MICHIGAN PIPE AND VALVE	REPAIR CLAMP (2)	285.52

05/21/2015	40490	OFFICE DEPOT CREDIT PLAN	LCD MONITORS (4)	359.96
			DVI CABLES (2)	21.98

381.94

05/21/2015	40491	OHM ADVISORS	MILLER RD-MORRISH TO ELMS	1,707.36
05/21/2015	40492	OHM ADVISORS	MILLER RD-TALLMADGE TO S DYE	1,643.54
05/21/2015	40493	PITNEY BOWES INC.	RENTAL CHARGES 2/28-5/30/15	158.34
05/21/2015	40494	PLAY ENVIRONMENTS INC.	PLAYGROUND SAFETY SURFACE	2,250.00
05/21/2015	40495	SHULTS EQUIPMENT LLC	CARBIDE BLADE (6)	1,665.48
05/21/2015	40496	UNUM LIFE INSURANCE	JUNE 15 RETIREE LIFE INS CLOLINGER/SHANN	18.63

05/28/2015	40497	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV.	102.33
			MATS, SUPPLIES	32.20

134.53

05/28/2015	40498	BOYNE HIGHLAND RESORT	HOTEL ROOM (2)/OFC PAUL&CHIEF CLOLINGER	295.68
05/28/2015	40499	BS & A SOFTWARE	ANNUAL MAINT. 5/1/15-5/1/16	4,495.00
05/28/2015	40500	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT SERV APRIL 2015	4,358.30
05/28/2015	40501	COMCAST BUSINESS	5/26-6/25/15 CITY HALL	286.75
05/28/2015	40502	GEN CTY ROAD COMMISSION	APRIL 2015 S-MTCE & OPERATIONS	12.93
05/28/2015	40503	GENESEE CTY DRAIN COMMISSIONER	COMM/READY TO SERVE 3/27-4/29/15	113,914.08
05/28/2015	40504	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES/RES. (2)	890.00
05/28/2015	40505	MICHAEL R SHUMAKER	JAN-APRIL 2015 REIMB RETIREE MEDICAL	928.00
05/28/2015	40506	MICHIGAN PIPE AND VALVE	CURB STOP (4)	305.38
05/28/2015	40507	PUMMILL PRINT SERVICES LC	UB BILLS (10,000)	465.91
05/28/2015	40508	SALLY M ADAMS	JAN-JUNE 2015 REIMB RETIREE MEDICAL	1,392.00

GEN TOTALS:

Total of 104 Disbursements:

228,620.11

05/29/2015

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK
PERIOD ENDING 05/31/2015

GL NUMBER	2014-15 AMENDED BUDGET	YTD BALANCE 05/29/2015 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - General Fund				
TOTAL REVENUES	2,620,887.22	2,304,962.84	315,924.38	87.95
TOTAL EXPENDITURES	2,751,517.94	2,124,833.41	626,684.53	77.22
NET OF REVENUES & EXPENDITURES	(130,630.72)			
Fund 202 - Major Street Fund				
TOTAL REVENUES	2,068,105.00	309,625.66	1,758,479.34	14.97
TOTAL EXPENDITURES	2,378,751.00	189,532.16	2,189,218.84	7.97
NET OF REVENUES & EXPENDITURES	(310,646.00)			
Fund 203 - Local Street Fund				
TOTAL REVENUES	154,846.02	139,624.00	15,222.02	90.17
TOTAL EXPENDITURES	154,260.02	85,610.85	68,649.17	55.50
NET OF REVENUES & EXPENDITURES	586.00			
Fund 226 - Garbage Fund				
TOTAL REVENUES	375,434.28	362,018.94	13,415.34	96.43
TOTAL EXPENDITURES	445,291.60	339,498.05	105,793.55	76.24
NET OF REVENUES & EXPENDITURES	(69,857.32)			
Fund 248 - Downtown Development Fund				
TOTAL REVENUES	74,648.00	77,488.47	(2,840.47)	103.81
TOTAL EXPENDITURES	75,509.00	74,093.94	1,415.06	98.13
NET OF REVENUES & EXPENDITURES	(861.00)			
Fund 265 - Drug Enforcement Fund				
TOTAL REVENUES	4,776.51	7,325.77	(2,549.26)	153.37
TOTAL EXPENDITURES	7,850.60	9,813.26	(1,962.66)	125.00
NET OF REVENUES & EXPENDITURES	(3,074.09)			
Fund 350 - City Hall Debt Fund				
TOTAL REVENUES	78,625.00	78,622.02	2.98	100.00
TOTAL EXPENDITURES	80,325.00	78,855.00	1,470.00	98.17
NET OF REVENUES & EXPENDITURES	(1,700.00)			
Fund 402 - Fire Equip Replacement Fund				
TOTAL REVENUES	20,050.00	20,001.91	48.09	99.76
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	20,050.00			

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK
PERIOD ENDING 05/31/2015

GL NUMBER	2014-15 AMENDED BUDGET	YTD BALANCE 05/29/2015 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - Water Supply Fund				
TOTAL REVENUES	1,673,916.00	1,277,040.89	396,875.11	76.29
TOTAL EXPENDITURES	1,830,014.00	1,346,048.92	483,965.08	73.55
NET OF REVENUES & EXPENDITURES	(156,098.00)			
Fund 591 - Sanitary Sewer Fund				
TOTAL REVENUES	1,200,350.00	926,763.96	273,586.04	77.21
TOTAL EXPENDITURES	1,456,600.00	843,906.85	612,693.15	57.94
NET OF REVENUES & EXPENDITURES	(256,250.00)			
Fund 661 - Motor Pool Fund:				
TOTAL REVENUES	243,036.50	219,444.46	23,592.04	90.29
TOTAL EXPENDITURES	251,976.36	160,706.25	91,270.11	63.78
NET OF REVENUES & EXPENDITURES	(8,939.86)			
Fund 865 - Sidewalks:				
TOTAL REVENUES	12,500.00	8,814.94	3,685.06	70.52
TOTAL EXPENDITURES	12,500.00	8,950.94	3,549.06	71.61
NET OF REVENUES & EXPENDITURES	0.00			
Fund 866 - Weed Fund				
TOTAL REVENUES	6,350.00	6,350.00	0.00	100.00
TOTAL EXPENDITURES	1,400.00	920.00	480.00	65.71
NET OF REVENUES & EXPENDITURES	4,950.00			

City of Swartz Creek Building Permit List

2015

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Building							
PB1500006	05/05/15	RBF Construction Inc	(810) 938 8498	58-35-576-051	\$114,600	4500 MORRISH RD	48473-Com Add/Alter/Repair
PB1500008	05/08/15	BLAIR, JOSHUA & LAINA		58-03-534-009	\$9,000	9211 JILL MARIE LN	48473Res Add/Alter/Repair
PB1500009	05/06/15	BARCLAY, ERIC & CHRIST		58-30-551-004	\$3,120	3475 ELMS RD	48473-Roofing
PB1500010	05/06/15	BARCLAY, ERIC & CHRIST		58-30-551-004	\$5,184	3475 ELMS RD	48473-Res Deck
PB1500011	05/11/15	Lockhart Roofing Co.	(810) 235 9866	58-03-532-029	\$6,680	5283 OAKVIEW DR	48473-Roofing
PB1500012	05/06/15	Michael May	(810) 955 8111	58-35-776-107	\$1,680	107 ASHLEY CIR	48473-Res Deck
PB1500013	05/13/15	Judd Chaille for Verizon Wirel	(574) 209 2581	58-31-300-003	\$8,000	4355 ELMS RD	48473 Com Add/Alter/Repair
PB1500014	05/14/15	Around 2 It Services Inc	(810) 955 3196	58-35-576-025	\$5,000	8104 MILLER RD	48473-Res Add/Alter/Repair
PB1500015	05/14/15	HAGGERTY, MARCY M &		58-02-503-032	\$2,500	8384 CAPPY LN	48473-Res Add/Alter/Repair
PB1500016	05/18/15	DECKER, JAMES		58-30-551-020	\$12,672	3235 ELMS RD	48473-Pole Barn
PB1500017	05/19/15	McVey Home Improvements,	(734) 626 8920	58-02-552-014	\$7,128	5321 DON SHENK DR	48473-Res Garage detached
Total: 11 Permits					Value: \$175,564	Fee Total: \$2,170.00	Total Number of Dwelling Units 0
Electrical							
PE1500005	05/11/15	Eastern Power & Lighting LL	(586) 484 0523	58-32-100-004	\$0	5499 MILLER RD	48473-Electrical
PE1500006	05/07/15	CITY OF SWARTZ CREEK		58-35-576-050	\$0	4514 MORRISH RD	48473 Electrical
PE1500007	05/18/15	Goyette Mechanical	(810) 742 8530	58-36-651-138	\$0	4264 CHAPEL LN	48473-Electrical
PE1500008	05/26/15	Mister Sparky	(810) 229 9818	58-36-529-020	\$0	4177 MOUNTAIN ASH	48473-Electrical
Total: 4 Permits					Value: \$0	Fee Total: \$529.00	Total Number of Dwelling Units 0

City of Swartz Creek Building Permit List

2015

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction	
PM150004	05/04/15	Kallas Heating & Cooling	(810) 635 4159	58-36-651-033	\$0	7508 MASON ST	48473-Mechanical	
PM150005	05/04/15	Adkisson & Sons Htg & Clg In	(810) 695 9300	58-36-676-056	\$0	7240 LINDSEY DR	48473 Mechanical	
PM150006	05/05/15	Kallas Heating & Cooling	(810) 635 4159	58-02-501-042	\$0	8502 CHELMSFORD DR	48473-Mechanical	
Total: 3 Permits					Value: \$0	Fee Total: \$485.00	Total Number of Dwelling Units	0

Plumbing

PP150003	05/11/15	JW Kare Plumbing	(586) 483 8650	58-32-100-004	\$0	5499 MILLER RD	48473-Plumbing	
Total: 1 Permits					Value: \$0	Fee Total: \$278.00	Total Number of Dwelling Units	0

Zoning

PZ15-0002	05/01/15	WRIGHT, MELISSA		58-35-551-001	\$0	8400 MILLER RD	48473-Fence	
PZ15-0003	05/06/15	BARCLAY, ERIC & CHRIST		58-30-551-004	\$1,300	3475 ELMS RD	48473-Fence	
PZ15-0004	05/19/15	SAYLOR, DUANE & THERE		58-30-651-019	\$1,300	3474 CANTERBURY ST	48473-Fence	
PZ15-0030	05/06/15	JSL Carpentry	(810) 513 6213	58-02-501-035	\$5,000	5142 OXFORD CT	48473-Fence	
Total: 4 Permits					Value: \$7,600	Fee Total: \$100.00	Total Number of Dwelling Units	0

Permit Total: 23 **Value: \$183,164** **Fee Total: \$3,562.00**

Enforcements By Category

05/29/15

BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E15-150	9210 YOUNG DR	No Violation	05/07/15	05/13/15
E15-161	7512 GROVE ST	Inspection Pending	05/15/15	
E15-170	5397 MILLER RD	Violation	05/19/15	
E15-173	6060 BRISTOL RD	Inspection Pending	05/22/15	
E15-185	8403 MILLER RD	Inspection Pending	05/22/15	
E15-186	5194 DURWOOD DR	No Violation	05/26/15	05/27/15
E15-187	5304 DON SHENK DR	Inspection Pending	05/28/15	
E15-188	5235 WORCHESTER DR	Violation	05/29/15	
Total Entries: 8				

BUILDING VIOLATIONS

Enforcement Number	Address	Status	Filed	Closed
E15-160	8060 MILLER RD	Inspection Pending	05/15/15	
E15-182	7099 PARK RIDGE PKWY	Inspection Pending	05/22/15	
E15-183	4107 JENNIE LN	Inspection Pending	05/22/15	
E15-184	4186 LOCUST LN	Inspection Pending	05/22/15	
Total Entries: 4				

NOXIOUS ODOR

Enforcement Number	Address	Status	Filed	Closed
E15-168	5200 MORRISH RD	Inspection Pending	05/18/15	
Total Entries: 1				

PARKING

Enforcement Number	Address	Status	Filed	Closed
E15-174	7144 PARK RIDGE PKWY	Inspection Pending	05/22/15	

Enforcements By Category

E15-175	7192 PARK RIDGE PKWY	Inspection Pending	05/22/15
E15-176	4176 LOCUST LN	Inspection Pending	05/22/15
E15-177	4187 LOCUST LN	Inspection Pending	05/22/15
E15-178	7035 PARK RIDGE PKWY	Inspection Pending	05/22/15
E15-179	3493 ELMS RD	Inspection Pending	05/22/15
E15-180	7025 YARMY DR	Inspection Pending	05/22/15
E15-181	5032 HOLLAND DR	Inspection Pending	05/22/15

Total Entries: 8**WEED COMPLAINT**

Enforcement Number	Address	Status	Filed	Closed
E15-151	5111 MC LAIN ST	Inspection Pending	05/11/15	05/19/15
E15-152	5233 OAKVIEW DR	Violation	05/11/15	05/19/15
E15-153	5093 FAIRCHILD ST	Inspection Pending	05/12/15	05/16/15
E15-154	5180 GREENLEAF DR	Inspection Pending	05/12/15	05/19/15
E15-155	5388 DURWOOD DR	Inspection Pending	05/12/15	05/19/15
E15-156	8093 MILLER RD	Inspection Pending	05/14/15	05/19/15
E15-157	5016 MC LAIN ST	Inspection Pending	05/14/15	05/19/15
E15-158	7512 GROVE ST	Inspection Pending	05/14/15	05/18/15
E15-162	5170 MORRISH RD	Inspection Pending	05/18/15	
E15-163	5157 MORRISH RD	Inspection Pending	05/18/15	
E15-164	8041 MAPLE ST	Inspection Pending	05/18/15	
E15-165	8051 CRAPO ST	Inspection Pending	05/18/15	
E15-166	5404 MILLER RD	Inspection Pending	05/18/15	05/24/15
E15-167	5420 MILLER RD	Inspection Pending	05/18/15	05/24/15
E15-169	9275 HILL RD	Inspection Pending	05/18/15	
E15-171	6060 W BRISTOL RD	Inspection Pending	05/21/15	
E15-172	5256 DON SHENK DR	Inspection Pending	05/21/15	

Enforcements By Category

05/29/15

Total Entries: 17

Total Records: 38

Population: All Records
Enforcement.DateFiled Between 5/1/2015 12:00:00 AM AND 5/31/2015 11:59

Inspection List

05/29/15

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
7577 MILLER RD City Court Packet	58-01-502-087	Final	05/04/2015	05/04/2015	Approved	Marty Johnson
9899 LUEA LN	58-03-626-018	Final Zoning	05/04/2015	05/04/2015	Approved	Marty Johnson
7775 COUNTRY MEADOW DR	58-36-651-026	Final	05/05/2015	05/05/2015	Approved	Bob Davis
7691 LINDSEY DR	58-36-676-048	Rough	05/05/2015	05/05/2015	Approved	Bob Davis
7200 LINDSEY DR	58-36-676-060	Underground	05/05/2015	05/05/2015	Approved	Bob Davis
7508 MASON ST	58-36-651-033	Final	05/05/2015	05/05/2015	Approved	Bob Davis
7240 LINDSEY DR	58-36-676-056	Rough	05/05/2015	05/05/2015	Approved	Bob Davis
6 BROOKFIELD	58-35-776-006	Final	05/05/2015	05/05/2015	Approved	Leon Buning
5410 DON SHENK DR	58-03-579-002	Status	05/06/2015	05/06/2015	No Change	Marty Johnson
5499 MILLER RD	58-32-100-004	Status	05/06/2015	05/06/2015	Complied	Marty Johnson
8103 MILLER RD	58-02-528-002	Status	05/06/2015	05/06/2015	No Change	Marty Johnson
5020 FORD ST	58-02-528-009	Status	05/06/2015	05/06/2015	No Change	Marty Johnson
5912 HOLLAND DR	58-02-529-017	Status	05/06/2015	05/06/2015	No Change	Marty Johnson
7484 WADE ST	58-01-502-047	Status	05/06/2015	05/06/2015	Violation(s)	Marty Johnson
7200 LINDSEY DR	58-36-676-060	Rough & Insulation	05/07/2015	05/07/2015	Approved	Marty Johnson
7200 LINDSEY DR	58-36-676-060	Rough	05/07/2015	05/05/2015	Approved	Bob Davis
3475 ELMS RD	58-30-551-004	Post Hole	05/07/2015	05/07/2015	Approved	Marty Johnson
8115 INGALLS ST	58-02-527-010	Final	05/11/2015	05/11/2015	Approved	Marty Johnson
4514 MORRISH RD	58-35-576-050	Final	05/11/2015	05/11/2015	Approved	Leon Buning
5499 MILLER RD	58-32-100-004	Rough	05/11/2015	05/11/2015	Approved	Leon Buning
5111 MC LAIN ST	58-02-526-040	Ordinance	05/11/2015	05/19/2015	Violation(s)	Tom Svrcek
5233 OAKVIEW DR	58-02-501-110	Site Inspection	05/11/2015	05/19/2015	Violation(s)	Tom Svrcek
7491 LINDSEY DR The NO 57	58-36-676-048	Rough	05/12/2015			Scott Herzberg
7168 PARK RIDGE PKWY	58-36-529-006	Final	05/12/2015	05/12/2015	Approved	Marty Johnson
5799 MILLER RD	58-32-100-004	Underground & Ro	05/12/2015	05/13/2015	Approved	Scott Herzberg
5093 FAIRCHILD ST	58-02-526-071	Ordinance	05/12/2015	05/16/2015	Violation(s)	Tom Svrcek
5180 GREENLEAF DR	58-03-533-071	Ordinance	05/12/2015	05/19/2015	Violation(s)	Tom Svrcek

Inspection List

05/29/15

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
5388 DURWOOD DR	58-03-533-114	Ordinance	05/12/2015	05/19/2015	Violation(s)	Tom Svrcek
7684 WADE ST	58-01-502-047	Letter	05/12/2015	05/12/2015	Violation(s)	Tara Ford
4337 MORRISH RD	58-36-300-024	Status	05/13/2015	05/13/2015	No Change	Marty Johnson
6060 BRISTOL RD	58-29-300-007	Final	05/13/2015	05/13/2015	Partially Approved	Marty Johnson
5032 BRADY ST	58-02-527-007	Status	05/13/2015	05/13/2015	No Change	Marty Johnson
8093 CRAPO ST	58-02-530-040	Status	05/13/2015	05/13/2015	Complied	Marty Johnson
5248 DURWOOD DR	58-03-533-134	Status	05/13/2015	05/13/2015	No Change	Marty Johnson
5032 HOLLAND DR	58-02-529-009	Status	05/13/2015	05/13/2015	No Change	Marty Johnson
8023 INGALLS ST	58-02-529-022	Status	05/13/2015	05/13/2015	Partially Complied	Marty Johnson
8041 MAPLE ST	58-02-530-012	Status	05/13/2015	05/13/2015	No Change	Marty Johnson
5058 MORRISH RD	58-02-529-012	Status	05/13/2015	05/13/2015	Partially Complied	Marty Johnson
5044 SECOND ST	58-01-502-035	Status	05/13/2015	05/13/2015	Partially Complied	Marty Johnson
9210 YOUNG DR	58-03-531-150	Status	05/13/2015	05/05/2015	Partially Complied	Marty Johnson
5020 FORD ST	58-02-528-009	Status	05/13/2015	05/13/2015	No Change	Marty Johnson
9210 YOUNG DR	58-03-531-150	Ordinance	05/13/2015	05/13/2015	No Violation	Marty Johnson
5499 MILLER RD	58-32-100-004	Rough	05/13/2015	05/13/2015	Approved	Marty Johnson
7237 LINDSEY DR	58-36-676-041	Insulation	05/13/2015	05/13/2015	Approved	Marty Johnson
5347 DURWOOD DR	58-03-533-179	Final Zoning	05/13/2015	05/13/2015	Approved	Marty Johnson
4015 ELMS RD	58-31-501-006	Final	05/14/2015			Scott Herzberg
8093 MILLER RD	58-02-528-001	Ordinance	05/14/2015	05/19/2015	Violation(s)	Tom Svrcek
5016 MC LAIN ST	58-02-526-058	Ordinance	05/14/2015	05/19/2015	Violation(s)	Tom Svrcek
7512 GROVE ST	58-01-100-019	Ordinance	05/14/2015	05/18/2015	Violation(s)	Tom Svrcek
4500 MORRISH RD	58-35-576-051	Trench Footing	05/15/2015	05/15/2015	Approved	Marty Johnson
3475 ELMS RD	58-30-551-004	Final	05/18/2015	05/18/2015	Approved	Marty Johnson
167 ASHLEY CIR	58-35-776-107	Final	05/18/2015	05/18/2015	Approved	Marty Johnson
5170 MORRISH RD	58-02-530-044	Ordinance	05/18/2015			Tom Svrcek
5157 MORRISH RD	58-01-100-013	Ordinance	05/18/2015			Tom Svrcek

Inspection List

05/29/15

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
5280 WINSHALL DR City	58-02-553-014	Final	05/18/2015	05/18/2015	Approved	Marty Johnson
8041 MAPLE ST Town	58-02-530-012	Code	05/18/2015			Tom Svrcek
8051 CRAPO ST Parcel	58-02-530-025	Code	05/18/2015			Tom Svrcek
5004 MILLER RD	58-29-551-010	Code	05/18/2015	05/24/2015	Violation(s)	Tom Svrcek
5420 MILLER RD	58-29-551-008	Code	05/18/2015	05/24/2015	Violation(s)	Tom Svrcek
9275 HILL RD	58-03-576-007	Code	05/18/2015			Tom Svrcek
4056 ELMS RD	58-36-526-070	Status	05/20/2015	04/28/2015	Partially Complied	Marty Johnson
56 KINGSLEY	58-35-776-056	Final	05/20/2015			Scott Herzberg
5038 HAYES ST	58-02-529-030	Footing	05/21/2015	05/21/2015	Disapproved	Larry Gramer
9211 JILL MARIE LN	58-03-534-009	Post Hole	05/21/2015	05/21/2015	Approved	Larry Gramer
3235 ELMS RD	58-30-551-020	Post Hole	05/21/2015	05/21/2015	Approved	Larry Gramer
6060 W BRISTOL RD	58-31-526-009	Site Inspection	05/21/2015			Tom Svrcek
5056 DON SHENK DR	58-02-503-004	Code	05/21/2015			Tom Svrcek
6060 BRISTOL RD	58-29-300-007	Code	05/22/2015			Tom Svrcek
7191 LINDSEY DR	58-36-676-048	Rough	05/26/2015	05/26/2015	Approved	Leon Buning
3475 ELMS RD	58-30-551-004	Final	05/26/2015	05/26/2015	Approved	Marty Johnson
3475 ELMS RD	58-30-551-004	Final Zoning	05/26/2015	05/26/2015	Approved	Marty Johnson
7240 LINDSEY DR	58-36-676-056	Rough-Baseament B	05/26/2015	05/26/2015	Approved	Leon Buning
7200 LINDSEY DR	58-36-676-060	Rough-Baseament B	05/26/2015	05/26/2015	Approved	Leon Buning
7254 LINDSEY DR	58-36-676-054	Final	05/26/2015	05/26/2015	Approved	Leon Buning
5142 OXFORD CT	58-02-501-035	Final Zoning	05/27/2015	05/27/2015	Approved	Marty Johnson
5397 MILLER RD	58-32-100-005	Ordinance	05/27/2015	05/27/2015	Violation(s)	Marty Johnson
5094 DURWOOD DR The	58-03-533-141	Ordinance	05/27/2015	05/27/2015	No Violation	Marty Johnson
4300 MORRISH RD N05	58-35-576-051	Underslab	05/27/2015	05/27/2015	Approved	Marty Johnson
5012 HOLLAND DR	58-02-529-017	Status	05/28/2015			Marty Johnson
5058 MORRISH RD	58-02-529-012	Response Letter	05/28/2015			Marty Johnson
4056 ELMS RD	58-36-526-070	Status	05/28/2015			Marty Johnson

Inspection List

05/29/15

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
5304 DON SHENK DR	58-02-552-010	Code	05/28/2015			Tom Svrcek
5285 WORCHESTER DR	58-02-502-034	Code	05/29/2015	05/29/2015	Violation(s)	Tom Svrcek

Inspections: 83

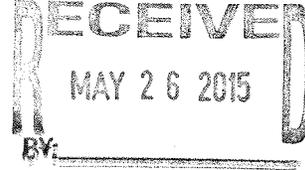
Population: All Records

Inspection.DateTimeScheduled Between 5/1/2015 12:00:00 AM AND 5/31/2015 11:59:59 PM



GENESEE COUNTY
OFFICE OF THE TREASURER
1101 Beach Street, Suite 144
Flint, Michigan 48502-1475
Telephone (810) 257-3054
Fax (810) 257-3885

Deborah L. Cherry



DATE: May 20, 2015
TO: Local Unit Clerks
FROM: Deborah L. Cherry, Treasurer
SUBJECT: Tax Reverted Property

MCL211.78m directs that all parcels foreclosed by a County Treasurer's Office (foreclosing governmental unit) are available to be purchased by the State of Michigan, City, Village, Township or County in which they are located. The acquisition must be made prior to the foreclosed parcels being taken to public auction. Sec 78m (1) is excerpted below:

Sec. 78m.

- (1) Not later than the first Tuesday in July, immediately succeeding the entry of judgment under section 78k vesting absolute title to tax delinquent property in the foreclosing governmental unit, this state is granted the right of first refusal to purchase property at the greater of the minimum bid or its fair market value by paying that amount to the foreclosing governmental unit if the foreclosing governmental unit is not this state. If this state elects not to purchase the property under its right of first refusal, a city, village, or township may purchase for a public purpose any property located within that city, village, or township set forth in the judgment and subject to sale under this section by **payment to the foreclosing governmental unit of the minimum bid.** If a city, village, or township does not purchase that property, the county in which that property is located may purchase that property under this section by payment to the foreclosing governmental unit of the minimum bid. If property is purchased by a city, village, township, or county under this subsection, the foreclosing governmental unit shall convey the property to the purchasing city, village, township, or county within 30 days. If property purchased by a city, village township or county under this subsection is subsequently sold for an amount in excess of the minimum bid and all costs incurred relating to demolition, renovation, improvements, or infrastructure development, the excess amount shall be returned to the delinquent tax property sales proceeds account for the year in which the property was purchased by the city, village, township, or county or, if this state is the foreclosing governmental unit within a county, to the land reutilization fund created under section 78n.

Please find attached a list of foreclosed properties in your governmental unit that are available for purchase for the minimum bid. Note that a few foreclosures might be reversed, as allowed by law.

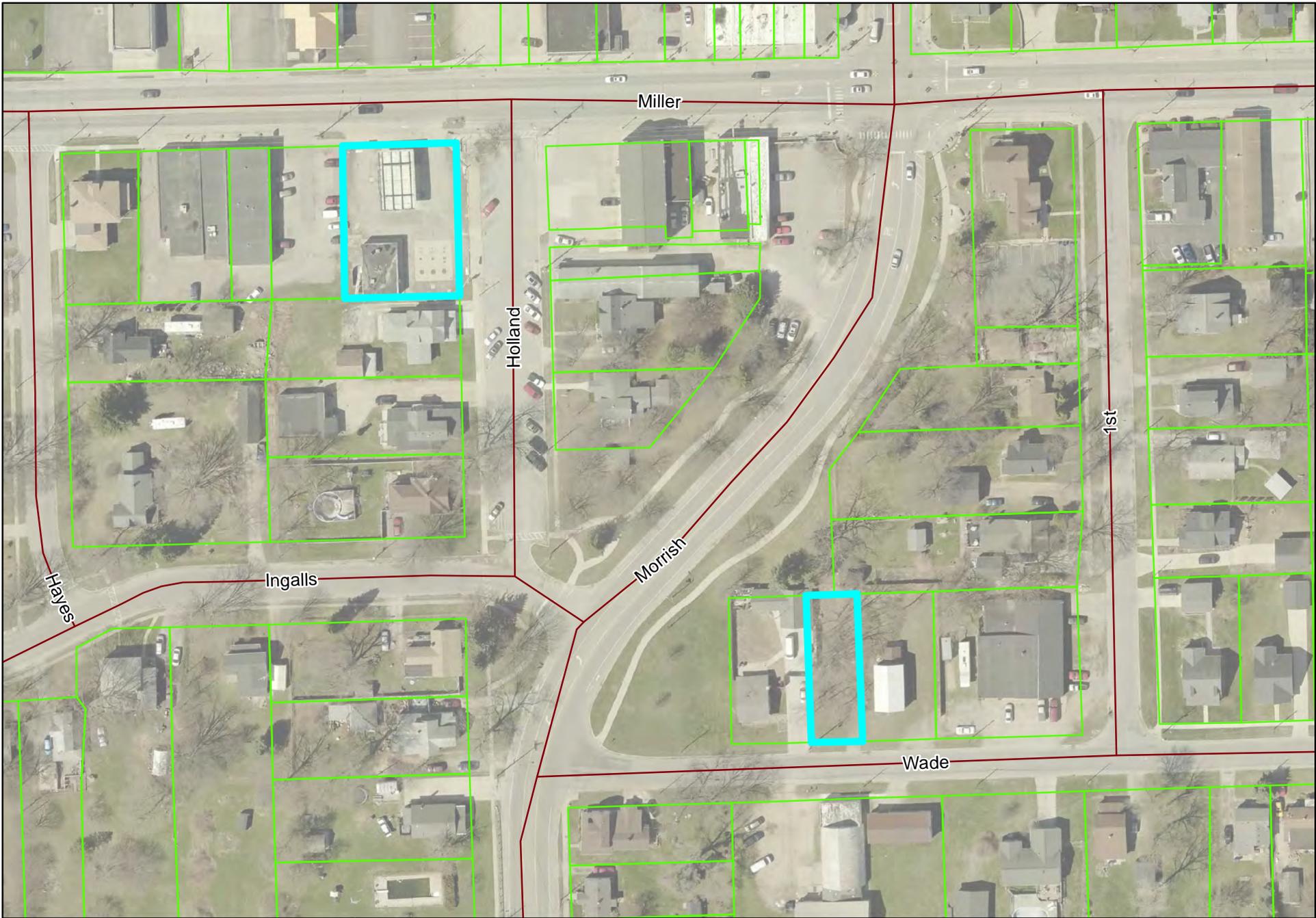
If you are interested in acquiring any of the parcels in your unit, contact Carla Vandefifer and the agreement that must be signed will be forwarded.

The deadline to acquire property from the 2015 foreclosures is July 10, 2015.

If you have any questions, please feel free to call.

cc: Unit Treasurer

C/V/T	UNIT NAME	Property Number	Street Address	Minimum Bid
CITY	SWARTZ CREEK	58-01-502-091	WADE ST	938
CITY	SWARTZ CREEK	58-02-529-017	5012 HOLLAND DR	34,137
CITY	SWARTZ CREEK	58-03-531-033	CARDIGAN DR	1,674
CITY	SWARTZ CREEK	58-03-531-034	CARDIGAN DR	1,674
CITY	SWARTZ CREEK	58-03-531-129	YOUNG DR	1,672
CITY	SWARTZ CREEK	58-03-531-130	YOUNG DR	1,672
CITY	SWARTZ CREEK	58-03-531-136	YOUNG DR	871
CITY	SWARTZ CREEK	58-03-531-143	YOUNG DR	1,674
CITY	SWARTZ CREEK	58-03-531-144	YOUNG DR	1,674
CITY	SWARTZ CREEK	58-03-579-002	5410 DON SHENK DR	10,554
CITY	SWARTZ CREEK	58-30-651-101	3291 HERITAGE BLVD	2,466
CITY	SWARTZ CREEK	58-30-651-102	3297 HERITAGE BLVD	2,466
CITY	SWARTZ CREEK	58-30-651-103	3305 HERITAGE BLVD	2,466
CITY	SWARTZ CREEK	58-30-651-104	3311 HERITAGE BLVD	2,466
CITY	SWARTZ CREEK	58-30-651-105	3319 HERITAGE BLVD	2,466

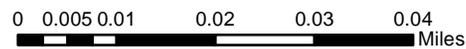


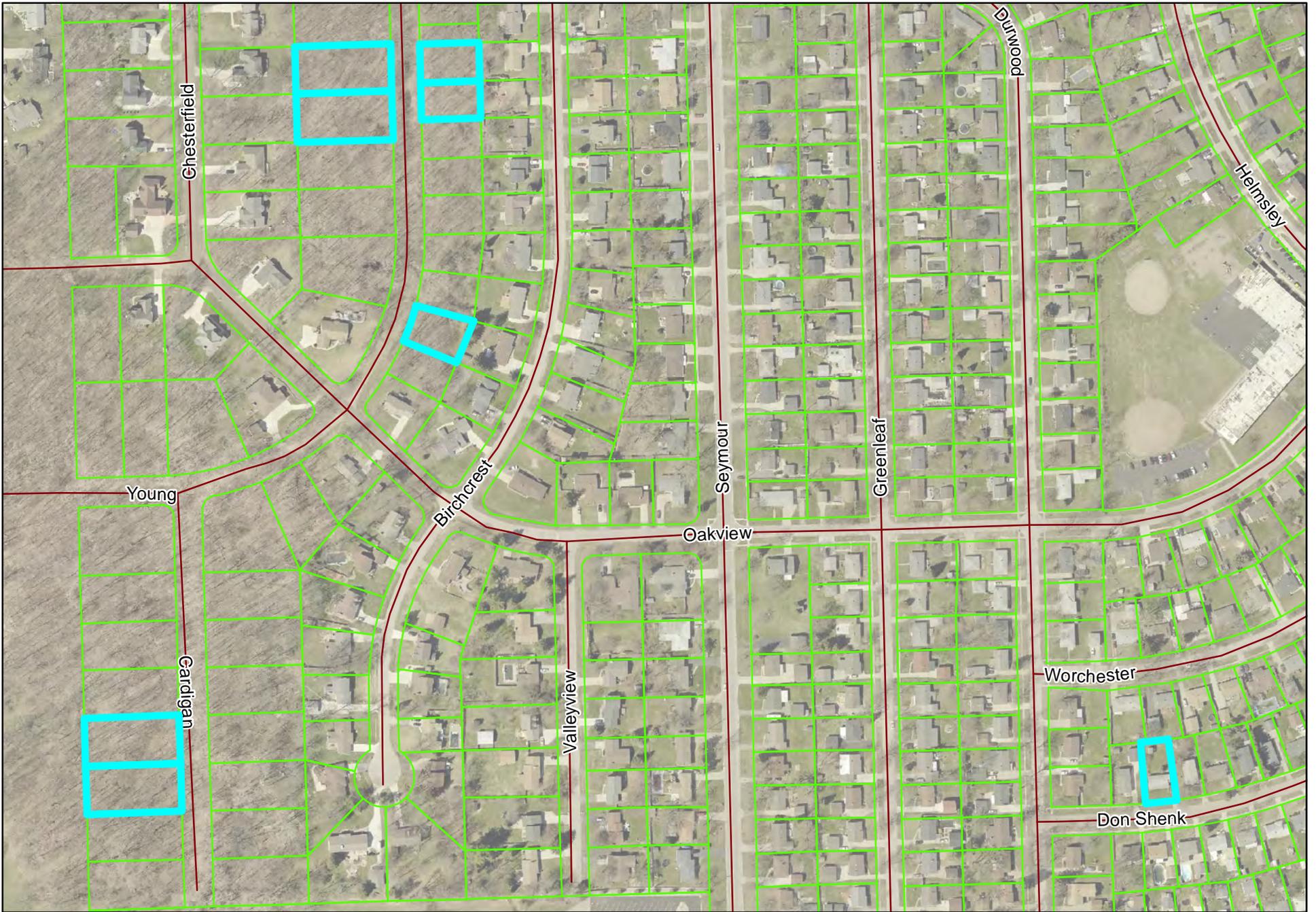
City of Swartz Creek



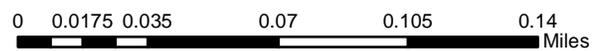


City of Swartz Creek





City of Swartz Creek



CITY OF SWARTZ CREEK

ORDINANCE NO. _____

An ordinance to bring the City into conformity with state law regarding the regulation of fireworks; to repeal conflicting ordinances on the same subject matter; and to provide penalties for violations thereof.

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Adoption of Fireworks Ordinance.

The City Council hereby adopts an ordinance regulating fireworks to read as follows:

Sec. 1. Definitions.

For purposes of this Ordinance, the following definitions shall apply:

1. Articles pyrotechnic: pyrotechnic devices for professional use that are similar to consumer fireworks in the chemical composition and construction but not intended for consumer use, that meet the weight limits for consumer fireworks but are not labeled as such, and that are classified as UN0431 or UN0432 under 49 CFR 172.101.
2. APA: American Pyrotechnics Association.
3. Consumer fireworks: fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition and labeling regulations promulgated by the United States consumer product safety commission under 16 CFR parts 1500 and 1507, and that are listed in APA standard 87-1, 3.1.2, 3.1.3 or 3.5 Consumer fireworks does not include low-impact fireworks.
4. Department: Department of Licensing and Regulatory Affairs (LARA), State of Michigan.
5. Display fireworks: large fireworks devices that are explosive materials intended for use in fireworks displays and designed to produce visible or audible effect by combustion, deflagration, or detonation as provided in 27 CFR 555.11, 49 CFR 162 and APA standard 87-1, 4.1.

6. Firework or fireworks: any composition or device, except for a starting pistol, a flare gun or a flare, designed for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation. Fireworks consist of consumer fireworks, low-impact fireworks, articles pyrotechnic, display fireworks and special effects.
7. Low Impact Fireworks: ground and handheld sparkling devices at that phrase is defined under APA standard 87-1, 3.1, 3.1.1.1 to 3.1.1.8 and 3.5.
8. Minor: individual who is less than 18 years old.
9. National holiday: A national holiday is defined in 5 USC 6103 and includes: New Year's Day (January); Martin Luther King Jr. Day (third Monday in January); Washington's Birthday (third Monday in February); Memorial Day (last Monday in May); Independence Day (July 4); Labor Day (first Monday in September); Columbus Day (second Monday in October); Veterans Day (November 11); Thanksgiving Day (fourth Thursday in November); Christmas Day (December 25).
10. NFPA: National Fire Protection Association.
11. Novelties: as defined under APA standard 87-1, 3.2, 3.2.1, 3.2.2, 3.2.3, 3.2.4 and 3.2.5.and all of the following:
 - (a) Toy plastic or paper caps for toy pistols in sheets, strips, rolls or individual caps containing not more than .25 of a grain of explosive content per cap, in packages labeled to indicate the maximum explosive content per cup.
 - (b) Toy pistols, toy cannons, toy canes, toy trick noisemakers, and toy guns in which toy caps as described in the above paragraph are use, that are constructed so that the nad cannot come in contact with the cap when in place for the explosion, and that are not designed to break apart or be separated so as to form a missile by the explosion.
 - © Flitter sparklers in paper tubes not exceeding 1/8 inch in diameter.
12. Person: individual, agent, association, charitable organization, company, limited liability company, corporation, labor organization, legal representative, partnership, unincorporated organization, or any other legal or commercial entity.

13. Special effects: a combination of chemical elements or chemical compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical, or thermal effect as in integral part of a motion picture, radio, television, theatrical or opera production or live entertainment.

Sec. 2. Novelties.

This Ordinance does not apply to and does not regulate the use of Novelties in the City.

Sec.3. Consumer Fireworks.

- (A) Consumer fireworks may be used in the City on the day proceeding, the day of and the day after a national holiday without restriction.
- (B) At any time other than the day preceding, the day of and/or the day after a national holiday consumer fireworks may be used in the City subject to the following requirements and restrictions:
 - (1) On Sundays through Thursdays, consumer fireworks may be used up to 10 p.m.
 - (2) On Fridays and Saturdays, consumer fireworks may be used up to midnight.
 - (3) Consumer fireworks shall not be used if a burn ban is in effect.
- (C) A person shall not ignite, discharge or use consumer fireworks on public property, school property, church property or the property of another person, without that person or organization's express permission to use the consumer fireworks on those premises.
- (D) A person shall not use consumer fireworks or low impact fireworks while under the influence of alcoholic liquor, a controlled substance or a combination of alcoholic liquor and a controlled substance.
- (E) Consumer fireworks shall only be used in accordance with all applicable local, state and federal laws.

Sec. 4. Pyrotechnic and Display Fireworks.

- (A) The City may permit articles pyrotechnic, display fireworks and special effect fireworks pursuant to the provisions of MCL 28.451, *et seq* and this Ordinance.

- (B) Any person wishing to conduct an articles pyrotechnic, display fireworks or special effects display shall, at least 45 days prior to any display, submit an application on a form furnished by the City, pay the required fee and shall secure permission from the City prior to any such fireworks display.
- (C) The site plan of the area where the articles pyrotechnic, display fireworks or special effects display is to be conducted shall be submitted with the application. The site plan shall set forth all structures in the area and within the discharge site fallout area. The site plan shall furthermore set forth the distance separating any fireworks and any spectator viewing areas. All site plans shall be forwarded to the Fire Chief and/or his designated alternate for approval, including any recommended conditions, prior to coming before the City Council for its approval.
- (D) A copy of any required state or federal permit for the fireworks display shall be submitted with the application.
- (E) Proof of insurance conforming the requirements of this Ordinance and PA 256 of 211 shall be submitted with the application.
- (F) The application shall include information as to the competency and qualifications of the fireworks display operators, as required by NFPA 1123.
- (F) The City shall approve an application for an articles pyrotechnic, display fireworks or special effects display if it finds that all of the following standards are satisfied:
 - (1) The application and accompanying documentation is complete and conforms to the requirements of this Ordinance.
 - (2) The operator of the fireworks display is competent and qualified to conduct the fireworks display, per NFPA 1123.
 - (3) The Fire Chief or his/her designated alternate has approved the application and site plan.
 - (4) The fireworks display will not have an adverse effect upon public safety.
 - (5) The time, duration, location of the fireworks or special effects display will not, due to noise and other factors, unreasonably disturb the peace of persons residing within the vicinity.
 - (6) The City, in approving an application hereunder, shall have the

authority to impose such conditions as it determines in its sole reasonable discretion are necessary to assure that the fireworks display will satisfy the above standards.

(G) Requirements and Restrictions.

- a. The person conducting the fireworks display shall follow NFPA 1123 for fireworks display and/or the City requirements set forth herein, whichever are more restrictive.
- b. A minimum safe area of 250 feet radius, plus an additional 70 feet radius for each inch by which the fireworks shell exceeds 3 inches in diameter shall be required. The City shall have the authority to grant a variance from this requirement where it determines in its sole reasonable discretion that, given 1) the nature of the subject site, 2) the nature of the surrounding area and/or 3) the nature of the proposed fireworks display, that a variance will not have a material adverse impact on public safety. In no event, however, shall the applicant fail to comply with the minimum requirements of NFPA 1123.
- c. The applicant shall maintain personal injury liability insurance/property damage liability insurance in the amount of \$1,000,000 for each event. The City shall be named as an additional insured on the insurance policy.
- d. The City shall not issue a permit to a nonresident person until the person has appointed in writing a member of the state bar or a resident agent to be the person's legal representative upon whom all process in an action or proceeding against the person may be served.
- e. The applicant shall be responsible for all shells being fired. In the event one or more of the shells does not explode, the applicant shall secure the area until the unexploded shell(s) is found and properly disposed of.
- f. The consumption of alcohol immediately prior to and during the fireworks display by any person involved in conducting the display is prohibited.
- g. A fireworks display conducted hereunder shall conform with all specifications set forth in the approved application and site plan, as well as with any conditions imposed by the City in granting such approval.

- h. The applicant shall cause the site of the fireworks display to be cleaned up within 24 hours after the fireworks display has ended.
- i. A permit is not transferable and shall not be granted to a minor.

Sec. 5. Violations; penalties.

Any person that violates any provision of this Ordinance shall be deemed responsible for a municipal civil infraction and fined in accordance with the following schedule:

	Minimum Fine	Maximum Fine
1st offense within 3 year period	\$ 75.00	\$500.00
2nd offense within 3 year period*	\$ 150.00	\$500.00
3rd offense within 3 year period*	\$ 325.00	\$500.00
4th offense within 3 year period*	\$ 500.00	\$500.00

Additionally, the violator shall pay costs which may include all expenses, direct and indirect, which the City incurs in enforcing this Ordinance.

In addition, the City shall have the right to proceed in any court of competent jurisdiction for the purpose of obtaining an injunction, restraining order or other appropriate remedy to compel compliance with this Ordinance. Each day that a violation of this Ordinance continues to exist shall constitute a separate violation of this Ordinance.

Section 2. Repeal of Conflicting Ordinances.

The City Council hereby repeals all Ordinances or parts of Ordinances in conflict herewith.

Section 3. Effective Date.

This Ordinance shall take effect 30 days after publication following its adoption.

At a regular meeting of the City Council of Swartz Creek held on the _____ day of _____, 2015, _____ moved for adoption of the foregoing ordinance and _____ supported the motion.

Voting for:

Voting against:

The Mayor declared the ordinance adopted.

David Krueger
Mayor

Juanita Aguilar
City Clerk

CERTIFICATION

The foregoing is a true copy of Ordinance No. _____ which was enacted by the Swartz Creek City Council at a regular meeting held on the _____ day of June, 2015.

Juanita Aguilar
City Clerk



Traffic Signal Warrant Analysis



General Motors Service Parts Operation Facility

Prepared for:
City of Swartz Creek

October 2012



ROWE PROFESSIONAL
SERVICES COMPANY

PO Box 3748 | Flint, MI 48502
p 810.341.7500
f 810.341.7573

The existing signals at the intersections of Miller Road and eastbound Bristol Road and Miller Road and the entrance to the General Motors Service Parts Operation facility in the City of Swartz Creek were evaluated to determine if they are still warranted. Evaluation was completed utilizing the procedures outlined in the 2011 Edition of the Michigan Manual of Uniform Traffic Control Devices. The large General Motors Service Parts Operation facility is currently operating at a significantly reduced capacity than it has in the past. As a result, significantly reduced traffic volumes are being generated by the site. If traffic signal controls are present at locations where they are not needed, they often adversely affect the safety and efficiency of vehicular traffic. The presence of unwarranted signals often results in unnecessary, excessive delay, excessive disobedience of the signal indications, increased use of less adequate routes as road users attempt to avoid the traffic control signals, and significant increases in the frequency of collisions, primarily rear-end collisions. **The analysis has shown the above referenced signals are no longer warranted.** The following outlines the findings at each intersection and provides recommendations for each location.

Miller Road and eastbound Bristol Road

The first signalized intersection analyzed was at the intersection of Miller Road and eastbound Bristol Road. The existing signal configuration is a diagonal span with poles in the northeast and southwest quadrants of the intersection. There are three approaches. The east and west approaches serve Miller Road, with two lanes in each direction and a narrow 4' median. The north approach is eastbound Bristol Road, with two southbound lanes. Approximately 75 feet north of the intersection, eastbound Bristol Road and an exit from the General Motors Service Parts Operation Facility, which is located on the north side of Bristol Road, merge to form the north approach. Westbound Bristol Road splits from Miller Road approximately 600 feet east of the intersection. With the exception of the General Motors facility and a restaurant in the northwest quadrant of the intersection, the area surrounding the signal is primarily residential. The nearest adjacent signals are located at the entrance to the General Motors facility, approximately 1000 feet east and at Elms Road, approximately one mile west. The existing speed limit is 50 mph on Miller Road and 35 mph on Bristol Road. For the purposes of this analysis, Miller Road is the major street and Bristol Road is the minor approach. The ADT for Miller Road is 8731 and the ADT for eastbound Bristol Road is 521.

Warrant 1 – Eight-Hour Vehicular Volume (Condition A – Eight Hour Vehicular Volume)

This warrant is intended for application at locations where a large volume of intersecting traffic is the principal reason to consider installing a new traffic signal. Warrant 1A is satisfied if the following conditions are met for any eight hours of an average day, for a major street with a speed limit of 50 mph and two lanes at each approach and minor street approach with two lanes:

- 420 vehicles per hour on major street (total of both approaches)
- 140 vehicles per hour on minor street (highest volume direction only)

The minimum vehicular volume for the major street approach was met for the following time periods:

10/15/2012	10/16/2012	10/17/2012
1:00 - 2:00 PM	8:00 - 9:00 AM	9:00 - 10:00 AM
2:00 - 3:00 PM	9:00 - 10:00 AM	10:00:00 - 11:00 AM
3:00 - 4:00 PM	10:00 - 11:00 AM	11:00 AM - 12:00 PM
4:00 - 5:00 PM	11:00 AM - 12:00 PM	12:00 - 1:00 PM
5:00 - 6:00 PM	12:00 - 1:00 PM	1:00 - 2:00 PM
6:00 - 7:00 PM	1:00 - 2:00 PM	2:00 - 3:00 PM
	2:00 - 3:00 PM	3:00 - 4:00 PM
	3:00 - 4:00 PM	4:00 - 5:00 PM
	4:00 - 5:00 PM	5:00 - 6:00 PM
	5:00 - 6:00 PM	6:00 - 7:00 PM
	6:00 - 7:00 PM	7:00 - 8:00 PM
	7:00 - 8:00 PM	

For the major street approach, there were at least eight hours on 10/16/12 and 10/17/12 that satisfy the conditions of Warrant 1A. However, there are no time periods in which the conditions of Warrant 1A are satisfied for the minor street approach. The highest hourly volume found during the analysis period was 61 vehicles between 4:00 and 5:00 PM on 10/16/12, which is significantly below the 140 vehicle per hour threshold required for Warrant 1A. As a result, Warrant 1A is **NOT SATISFIED**. Complete data is found in the Appendix.

Warrant 1 – Eight-Hour Vehicular Volume (Condition B – Interruption of Continuous Traffic)

This warrant is intended for application at locations where Condition A is not satisfied and where the traffic volume on the major street is so heavy that traffic on a minor intersection street suffers excessive delay or conflict in entering or crossing the major street. Warrant 1B is satisfied if the following conditions are met for any eight hours of an average day, for a major street with a speed limit of 50 mph and two lanes at each approach and minor street approach with two lanes:

- 630 vehicles per hour on major street (total of both approaches)
- 70 vehicles per hour on minor street (highest volume direction only)

The minimum vehicular volume for the major street approach was met during the following time periods:

10/15/2012	10/16/2012	10/17/2012
1:00 - 2:00 PM	12:00 - 1:00 PM	11:00 AM - 12:00 PM
2:00 - 3:00 PM	1:00 - 2:00 PM	12:00 - 1:00 PM
3:00 - 4:00 PM	2:00 - 3:00 PM	1:00 - 2:00 PM
4:00 - 5:00 PM	3:00 - 4:00 PM	2:00 - 3:00 PM
5:00 - 6:00 PM	4:00 - 5:00 PM	3:00 - 4:00 PM
	5:00 - 6:00 PM	4:00 - 5:00 PM
		5:00 - 6:00 PM
		6:00 - 7:00 PM

For the major street approach, there were eight hours on 10/17/12 that satisfied the conditions of Warrant 1B. However, there are no time periods in which the conditions of Warrant 1B are satisfied for the minor street approach. The highest hourly volume found during the analysis period was 61 vehicles between 4:00 and 5:00 PM on 10/16/12, which is below the 70 vehicle per hour threshold required for Warrant 1B. As a result, Warrant 1B is **NOT SATISFIED**. Complete data is found in the Appendix.

Warrant 2 - Four-Hour Vehicular Volume

This warrant is intended to be applied where the volume of intersecting traffic is the principal reason to consider installing a traffic control signal. Warrant 2 is satisfied if an engineering study finds that, for each of any four hours of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor street approach (one direction only) all fall above the applicable curve in Figure 4C-2 of the 2009 MMUTCD, which is found in the Appendix. Figure 4C-2 was used instead of Figure 4C-1 since the speed limit on Miller Road exceeds 40 mph. On the minor street, the higher volume is not required to be on the same approach during each of these four hours. Since there are no minor street approach volumes that exceed 80 vph, which is the lower threshold volume for a minor street approach with two or more lanes, for any approach volume on the major street, Warrant 2 is **NOT SATISFIED**. Complete data is found in the Appendix.

Warrant 3 - Peak Hour

This warrant is intended for use at a location where traffic conditions are such that for a minimum of one hour of an average day, the minor-street traffic suffers undue delay where entering or crossing the major street. This warrant is only to be applied in unusual cases, such as office complexes, manufacturing plants, industrial complexes, or high-occupancy vehicle facilities that attract or discharge large numbers of vehicles over a short time. Being that Bristol Road serves as an exit from the General Motors Service Parts Operation facility, this warrant applies. This warrant is satisfied if the following two categories are met:

- If all three of the following conditions exist for the same one hour (any four consecutive 15-minute periods) of an average day:
 - The total stopped time delay experienced by the traffic on one minor-street approach (one direction only) controlled by a STOP sign equals or exceeds 5 vehicle-hours for a two-lane approach; and
 - The volume on the same minor street approach (one direction only) equals and exceed 150 vehicles per hour for two moving lanes; and
 - The total entering volume serviced during the hour exceeds 650 vehicles per hour for intersections with three approaches.
- The plotted point representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only) for 1 hour (any four consecutive 15-minute periods) of an average day falls above the applicable curve on Figure 4C-4.

The minor street approach volume never exceeds 150 vehicles per hour, thus this warrant is not satisfied, despite the occurrence of several one hour time periods throughout the day when the intersection services

over 650 vehicles per hour. Additionally, the minor street approach volume also never exceeds 80 vehicles per hour, which is the lower threshold volume to meet the requirements of the second category. Thus, Warrant 3 is **NOT SATISFIED**. Complete data is found in the Appendix. Also of note is the 15-minute data used for this warrant. There are no combinations of consecutive 15-minute counts that do not overlap that could be used to satisfy Warrants 1 and 2.

Warrant 4 – Pedestrian Volume

This warrant is intended for application where the traffic volume on a major street is so heavy that pedestrians experience excessive delay in crossing the major street. The need for a traffic control signal at an intersection shall be considered if an engineering study finds that one of the following criteria is met:

- For each of any four hours of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings) all fall above the curve in Figure 4C-6; or
- For one hour (any four consecutive 15-minute periods) of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings) falls above the curve in Figure 4C-8.

The volume of pedestrians crossing at this intersection is significantly below the thresholds for this warrant, thus they were not counted. Furthermore, there are no sidewalks in the vicinity of the intersection. Thus, Warrant 4 is **NOT SATISFIED**.

Warrant 5 – School Crossing

This warrant is intended for application where schoolchildren crossing the major street is the principal reason to consider installing a traffic control signal. For the purposes of this warrant, the word “schoolchildren” includes elementary through high school students. As there are no schools near this intersection, this warrant is not applicable, thus Warrant 5 is **NOT SATISFIED**.

Warrant 6 – Coordinated Signal System

Progressive movement in a coordinated signal system sometimes necessitates installing traffic control signals at intersections where they would not otherwise be needed in order to maintain proper platooning of vehicles. The need for a traffic control signal in terms of this warrant should be considered if one of the following is met:

- On a one-way street or a street that has traffic predominately in one direction, the adjacent traffic control signals are so far apart that they do not provide the necessary degree of vehicular platooning.
- On a two-way street, adjacent traffic control signals do not provide the necessary degree of platooning and the proposed and adjacent traffic control signals will provide a progressive operation.

The Miller Road corridor in Swartz Creek is not part of a coordinated signal system, this warrant is not applicable, and thus Warrant 6 is **NOT SATISFIED**.

Warrant 7 – Crash Experience

The crash experience signal warrant conditions are intended for application where the severity and frequency of crashes are the principal reasons to consider installing a traffic control signal. The need for traffic control signal shall be considered if an engineering study finds that all of the following criteria are met:

- Adequate trial of alternatives with satisfactory observance and enforcement has failed to reduce the crash frequency; and
- Five or more reported crashes, of types susceptible to correction by a traffic control signal, have occurred within a 12-month period, each crash involving personal injury or property damage apparently exceeding the applicable requirements for a reportable crash; and
- For each of any 8 hours in average day, the vehicles per hour (vph) given in both of the 56 percent columns of Condition A in Table 4C-1, the vph in both of the 56 percent columns of Condition B in Table 4C-1 exists on the major-street and the higher-volume minor street approach, respectively to the intersection, or the volume of pedestrian traffic is not less than 80 percent of the requirements specified in the Pedestrian Volume warrant. These major-street and minor-street volumes shall be for the same eight hours. On the minor street, the higher volume shall not be required to be on the same approach during each of the eight hours.

There have only been five crashes in the last five years at the intersection of Miller Road and eastbound Bristol Road, thus the conditions of this warrant are not met. Three of crashes occurred in 2010, still less than the five crash threshold. Additionally, one of these crashes was due to icy roads and the other was a car/deer accident. Also of note are the two rear-end collisions at the intersection, due to vehicles stopping for a red light. Traffic signals that are improperly installed or unjustified can result in several disadvantages, one being a significant increase in the frequency of collisions, especially rear-end collisions. Thus, as there are not enough crashes to meet the minimum threshold for this warrant, Warrant 7 is **NOT SATISFIED**.

Warrant 8 – Roadway Network

This warrant is intended to determine if installing a traffic control signal will encourage concentration and organization of traffic flow on a roadway network. The need for a traffic control signal shall be considered if an engineering study finds that the common intersection of two or more major routes meets one or both of the following criteria:

- The intersection has a total existing, or immediately projected entering volume of at least 1,000 vehicles per hour during the peak hour of a typical weekday and has 5-year projected traffic volumes, based on an engineering study, that meet one or more of Warrants 1, 2, and 3 during an average weekday; or
- The intersection has a total existing or immediately projected entering volume of at least 1,000 vehicles per hour for each of any 5 hours of a non-normal business day (Saturday or Sunday).
- A major route as used in this signal warrant shall have at least one of the following characteristics:
 - It is part of the street or highway system that serves as the principal roadway network for through traffic flow.

- It includes rural or suburban highways outside, entering, or traversing a city.
- It appears as a major route on an official plan, such as a major street plan in an urban area traffic and transportation study.

As was seen within the traffic volumes presented for the previous warrants, the traffic volumes both existing and what can reasonably be expected in the future are inadequate to meet the requirements of this warrant, thus Warrant 8 is **NOT SATISFIED**.

Warrant 9 – Intersection Near a Grade Crossing

This warrant is intended for use at a location where none of the conditions described in the other eight traffic signal warrants are met, but the proximity of the intersection to a grade crossing on an intersection approach controlled by a STOP or YIELD sign is the principal reason to consider installing a traffic signal control.

The nearest grade crossing is approximately 1300 feet east of the intersection. As a result, this warrant is not applicable and thus Warrant 9 is **NOT SATISFIED**.

Conclusion and Recommendation

A summary of the warrants is as follows:

- **Warrant 1A – Not Met**
- **Warrant 1B – Not Met**
- **Warrant 2 – Not Met**
- **Warrant 3 – Not Met**
- **Warrant 4 – Not Met**
- **Warrant 5 – Not Met**
- **Warrant 6 – Not Met**
- **Warrant 7 – Not Met**
- **Warrant 8 – Not Met**
- **Warrant 9 – Not Met**

This study reveals that the existing signal at the intersection of Miller Road and eastbound Bristol Road in Swartz Creek is no longer justified. Since improperly installed or unjustified traffic signals can contribute to excessive delays, disobedience of traffic signals, increased use of less adequate routes, and increases in the frequency of collisions, it is recommended that this signal be removed. It should be noted however, that the possibility exists that General Motors could increase operations in the future at the Service Parts Operation Facility. Therefore, leaving the signal poles in place should be considered. Removal shall be completed as follows, as outlined in the MMUTCD:

- A. Determine the appropriate traffic control to be used after removal of the signal.
- B. Remove any sight-distance restrictions as necessary.
- C. Inform the public of the removal study.
- D. Flash or cover the signal heads for a minimum of 90 days, and install the appropriate stop control or other traffic control devices.

- E. Remove the signal if the engineering data collected during the removal study period confirms that the signal is no longer needed.

Miller Road and General Motors Service Parts Operation Entrance

The second signalized intersection analyzed was at the intersection of Miller Road and the entrance to the General Motors Service Parts Operation Facility. The existing signal configuration is a diagonal span with poles in the northeast and southwest quadrants of the intersection. There are four approaches. The east and west approaches serve Miller Road, with two lanes in each direction and a narrow 4' median. The north approach is the entrance/exit to the General Motors Service Parts Operation Facility, with one 18-foot lane in each direction. The south approach is the entrance/exit to Heritage Plaza, which has a variety of businesses. Approximately 300 feet east of the intersection is a Canadian National Railway single track crossing. Approximately 400 feet west of the intersection, Bristol Road splits from Miller Road. The north side of the intersection is the General Motors Service Parts Operation industrial facility, while the south side of the intersection has commercial land uses. The nearest adjacent signals are located at eastbound Bristol Road, approximately 1000 feet west and at Dye Road, approximately 0.5 miles east. The existing speed limit is 50 mph on Miller Road. For the purposes of this analysis, Miller Road is the major street and the General Motors Service Parts Operation Entrance/Exit is the minor approach. The ADT on Miller Road is 10,422 and the ADT for the General Motors Service Parts Operation/Heritage Plaza driveways is 459.

Warrant 1 – Eight-Hour Vehicular Volume (Condition A – Eight Hour Vehicular Volume)

This warrant is intended for application at locations where a large volume of intersecting traffic is the principal reason to consider installing a new traffic signal. Warrant 1A is satisfied if the following conditions are met for any eight hours of an average day, for a major street with a speed limit of 50 mph and two lanes at each approach and minor street approach with one lane:

- 420 vehicles per hour on major street (total of both approaches)
- 105 vehicles per hour on minor street (highest volume direction only)

The minimum vehicular volume for the major street approach was met for the following time periods:

10/15/2012	10/16/2012	10/17/2012
1:00 - 2:00 PM	7:00 - 8:00 AM	7:00 - 8:00 AM
2:00 - 3:00 PM	8:00 - 9:00 AM	8:00 - 9:00 AM
3:00 - 4:00 PM	9:00 - 10:00 AM	9:00 - 10:00 AM
4:00 - 5:00 PM	10:00 - 11:00 AM	10:00:00 - 11:00 AM
5:00 - 6:00 PM	11:00 AM - 12:00 PM	11:00 AM - 12:00 PM
6:00 - 7:00 PM	12:00 - 1:00 PM	12:00 - 1:00 PM
7:00 - 8:00 PM	1:00 - 2:00 PM	1:00 - 2:00 PM
	2:00 - 3:00 PM	2:00 - 3:00 PM
	3:00 - 4:00 PM	3:00 - 4:00 PM
	4:00 - 5:00 PM	4:00 - 5:00 PM
	5:00 - 6:00 PM	5:00 - 6:00 PM
	6:00 - 7:00 PM	6:00 - 7:00 PM
	7:00 - 8:00 PM	7:00 - 8:00 PM

For the major street approach, there were at least eight hours on 10/16/12 and 10/17/12 that satisfy the conditions of Warrant 1A. However, there are no time periods in which the conditions of Warrant 1A are satisfied for the minor street approach. The highest hourly volume found during the analysis period was 54 vehicles between 2:00 and 3:00 PM on 10/17/12, which is significantly below the 105 vehicle per hour threshold required for Warrant 1A. As a result, Warrant 1A is **NOT SATISFIED**. Complete data is found in the Appendix.

Warrant 1 – Eight-Hour Vehicular Volume (Condition B – Interruption of Continuous Traffic)

This warrant is intended for application at locations where Condition A is not satisfied and where the traffic volume on the major street is so heavy that traffic on a minor intersection street suffers excessive delay or conflict in entering or crossing the major street. Warrant 1B is satisfied if the following conditions are met for any eight hours of an average day, for a major street with a speed limit of 50 mph and two lanes at each approach and minor street approach with one lane:

- 630 vehicles per hour on major street (total of both approaches)
- 53 vehicles per hour on minor street (highest volume direction only)

The minimum vehicular volume for the major street approach was met during the following time periods:

10/15/2012	10/16/2012	10/17/2012
1:00 - 2:00 PM	10:00 - 11:00 AM	11:00 AM - 12:00 PM
2:00 - 3:00 PM	11:00 AM - 12:00 PM	12:00 - 1:00 PM
3:00 - 4:00 PM	12:00 - 1:00 PM	1:00 - 2:00 PM
4:00 - 5:00 PM	1:00 - 2:00 PM	2:00 - 3:00 PM
5:00 - 6:00 PM	2:00 - 3:00 PM	3:00 - 4:00 PM
	3:00 - 4:00 PM	4:00 - 5:00 PM
	4:00 - 5:00 PM	5:00 - 6:00 PM
	5:00 - 6:00 PM	6:00 - 7:00 PM
	6:00 - 7:00 PM	

For the major street approach, there were eight hours on 10/16/12 and 10/17/12 that satisfied the conditions of Warrant 1B. However, there was only one time period in which the conditions of Warrant 1B are satisfied for the minor street approach, between 2:00 and 3:00 PM on 10/17/12, when 54 vehicles used the northbound approach, barely exceeding the threshold for Warrant 1B. However, there were no other periods in which this threshold was met. As a result, Warrant 1B is **NOT SATISFIED**. Complete data is found in the Appendix. Interestingly, the highest volumes at the approach originated from Heritage Plaza, not the General Motors Facility.

Warrant 2 – Four-Hour Vehicular Volume

This warrant is intended to be applied where the volume of intersecting traffic is the principal reason to consider installing a traffic control signal. Warrant 2 is satisfied if an engineering study finds that, for each of any four hours of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor street approach (one direction only) all fall above the applicable curve in Figure 4C-2 of the 2009 MMUTCD, which is found in the Appendix. Figure 4C-2 was used instead of Figure 4C-1 since the speed limit on Miller Road exceeds 40 mph. On the minor street, the higher volume is not required to be on the same approach during each of these four hours. Since there are no minor street approach volumes that

exceed 60 vph, which is the lower threshold volume for a minor street approach with one lane for any approach volume on the major street, Warrant 2 is **NOT SATISFIED**. Complete data is found in the Appendix.

Warrant 3 – Peak Hour

This warrant is intended for use at a location where traffic conditions are such that for a minimum of one hour of an average day, the minor-street traffic suffers undue delay where entering or crossing the major street. This warrant is only to be applied in unusual cases, such as office complexes, manufacturing plants, industrial complexes, or high-occupancy vehicle facilities that attract or discharge large numbers of vehicles over a short time. Being that the northbound approaches serves the General Motors Service Parts Operation facility, this warrant applies. This warrant is satisfied if the following two categories are met:

- If all three of the following conditions exist for the same one hour (any four consecutive 15-minute periods) of an average day:
 - The total stopped time delay experienced by the traffic on one minor-street approach (one direction only) controlled by a STOP sign equals or exceeds 4 vehicle-hours for a one-lane approach; and
 - The volume on the same minor street approach (one direction only) equals and exceed 100 vehicles per hour for one lane; and
 - The total entering volume serviced during the hour exceeds 800 vehicles per hour for intersections with four approaches.
- The plotted point representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only) for 1 hour (any four consecutive 15-minute periods) of an average day falls above the applicable curve on Figure 4C-4.

The minor street approach volume never exceeds 100 vehicles per hour, thus this warrant is not satisfied, despite the occurrence of several one hour time periods throughout the day when the intersection services over 800 vehicles per hour. Additionally, the minor street approach volume also never exceeds 75 vehicles per hour, which is the lower threshold volume to meet the requirements of the second category. Thus, Warrant 3 is **NOT SATISFIED**. Complete data is found in the Appendix. Also of note is the 15-minute data used for this warrant. There is only one additional combination of consecutive 15-minute counts that do not overlap that could be used to satisfy Warrants 1 and 2.

Warrant 4 – Pedestrian Volume

This warrant is intended for application where the traffic volume on a major street is so heavy that pedestrians experience excessive delay in crossing the major street. The need for a traffic control signal at an intersection shall be considered if an engineering study finds that one of the following criteria is met:

- For each of any four hours of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings) all fall above the curve in Figure 4C-6; or
- For one hour (any four consecutive 15-minute periods) of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the

corresponding pedestrians per hour crossing the major street (total of all crossings) falls above the curve in Figure 4C-8.

The volume of pedestrians crossing at this intersection is significantly below the thresholds for this warrant, thus they were not counted. Furthermore, there are no sidewalks in the vicinity of the intersection. Thus, Warrant 4 is **NOT SATISFIED**.

Warrant 5 – School Crossing

This warrant is intended for application where schoolchildren crossing the major street is the principal reason to consider installing a traffic control signal. For the purposes of this warrant, the word “schoolchildren” includes elementary through high school students. As there are no schools near this intersection, this warrant is not applicable, thus Warrant 5 is **NOT SATISFIED**.

Warrant 6 – Coordinated Signal System

Progressive movement in a coordinated signal system sometimes necessitates installing traffic control signals at intersections where they would not otherwise be needed in order to maintain proper platooning of vehicles. The need for a traffic control signal in terms of this warrant should be considered if one of the following is met:

- On a one-way street or a street that has traffic predominately in one direction the adjacent traffic control signals are so far apart that they do not provide the necessary degree of vehicular platooning.
- On a two-way street, adjacent traffic control signals do not provide the necessary degree of platooning and the proposed and adjacent traffic control signals will provide a progressive operation.

The Miller Road corridor in Swartz Creek is not part of a coordinated signal system, this warrant is not applicable, and thus Warrant 6 is **NOT SATISFIED**.

Warrant 7 – Crash Experience

The crash experience signal warrant conditions are intended for application where the severity and frequency of crashes are the principal reasons to consider installing a traffic control signal. The need for traffic control signal shall be considered if an engineering study finds that all of the following criteria are met:

- Adequate trial of alternatives with satisfactory observance and enforcement has failed to reduce the crash frequency; and
- Five or more reported crashes, of types susceptible to correction by a traffic control signal, have occurred within a 12-month period, each crash involving personal injury or property damage apparently exceeding the applicable requirements for a reportable crash; and
- For each of any eight hours in average day, the vehicles per hour (vph) given in both of the 56 percent columns of Condition A in Table 4C-1, the vph in both of the 56 percent columns of Condition B in Table 4C-1 exists on the major-street and the higher-volume minor street approach, respectively to the intersection, or the volume of pedestrian traffic is not less than 80 percent of the requirements specified in the Pedestrian Volume warrant. These major-street and

minor-street volumes shall be for the same eight hours. On the minor street, the higher volume shall not be required to be on the same approach during each of the eight hours.

There have only been nine crashes in the last five years at the intersection of Miller Road and General Motors Service Parts Operation Facility, never more than three in one year, thus the conditions of this warrant are not met. There were two rear-end collisions at the intersection, due to vehicles stopping for a red light and two angle collisions due to people running a red light. Traffic signals that are improperly installed or unjustified can result in several disadvantages, one being a significant increase in the frequency of collisions, especially rear-end collisions. Thus, as there are not enough crashes to meet the minimum threshold for this warrant, Warrant 7 is **NOT SATISFIED**.

Warrant 8 – Roadway Network

This warrant is intended to determine if installing a traffic control signal will encourage concentration and organization of traffic flow on a roadway network. The need for a traffic control signal shall be considered if an engineering study finds that the common intersection of two or more major routes meets one or both of the following criteria:

- The intersection has a total existing, or immediately projected entering volume of at least 1,000 vehicles per hour during the peak hour of a typical weekday and has 5-year projected traffic volumes, based on an engineering study, that meet one or more of Warrants 1, 2, and 3 during an average weekday; or
- The intersection has a total existing or immediately projected entering volume of at least 1,000 vehicles per hour for each of any five hours of a non-normal business day (Saturday or Sunday).
- A major route as used in this signal warrant shall have at least one of the following characteristics:
 - It is part of the street or highway system that serves as the principal roadway network for through traffic flow.
 - It includes rural or suburban highways outside, entering, or traversing a city.
 - It appears as a major route on an official plan, such as a major street plan in an urban area traffic and transportation study.

As was seen within the traffic volumes presented for the previous warrants, the traffic volumes both existing and what can reasonably be expected in the future are inadequate to meet the requirements of this warrant, thus Warrant 8 is **NOT SATISFIED**.

Warrant 9 – Intersection Near a Grade Crossing

This warrant is intended for use at a location where none of the conditions described in the other eight traffic signal warrants are met, but the proximity of the intersection to a grade crossing on an intersection approach controlled by a STOP or YIELD sign is the principal reason to consider installing a traffic signal control.

The nearest grade crossing is approximately 300 feet east of the intersection, which exceeds the 140 foot requirement of the warrant. As a result, this warrant is not applicable and thus Warrant 9 is **NOT SATISFIED**.

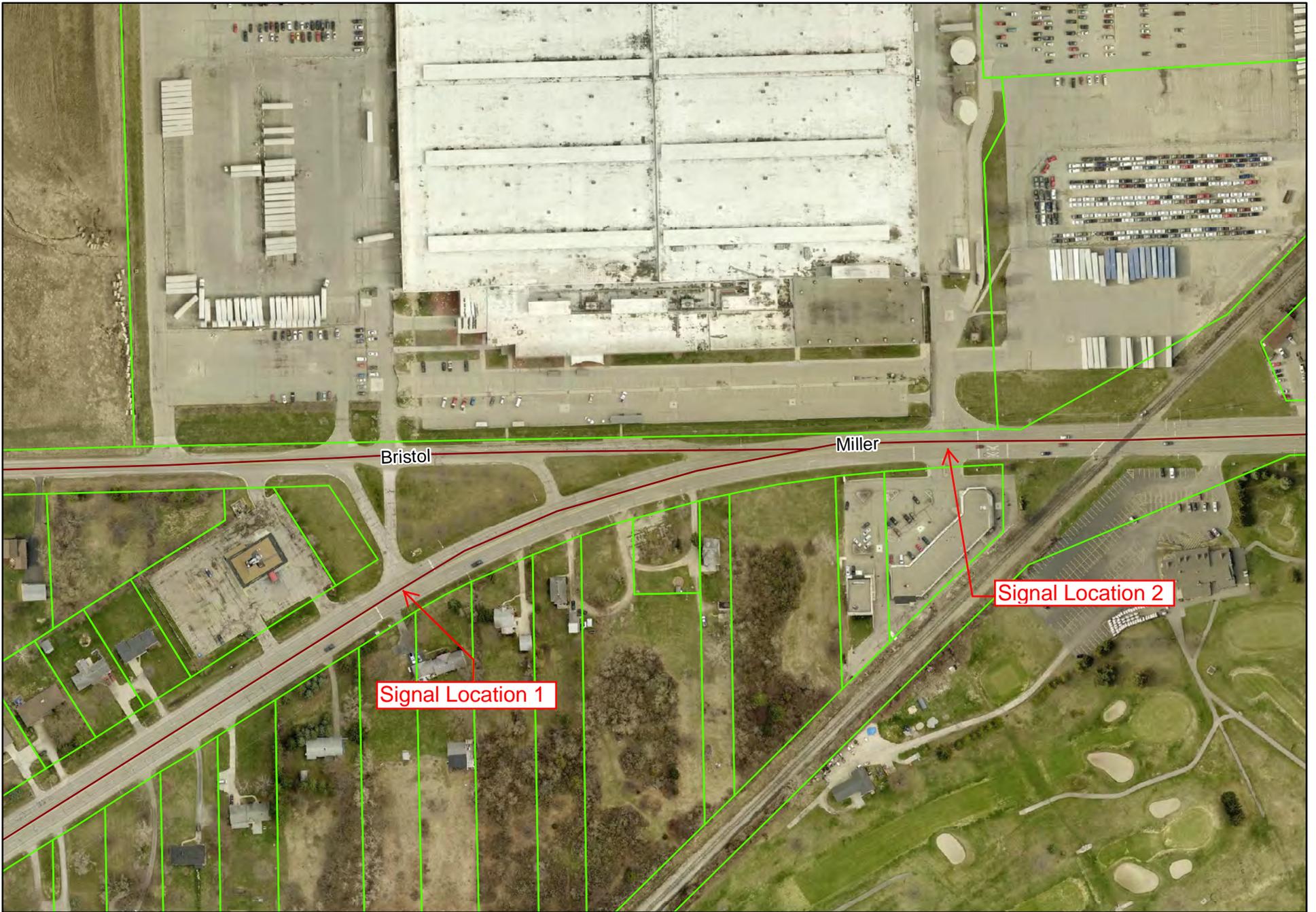
Conclusion and Recommendation

A summary of the warrants is as follows:

- **Warrant 1A – Not Met**
- **Warrant 1B – Not Met**
- **Warrant 2 – Not Met**
- **Warrant 3 – Not Met**
- **Warrant 4 – Not Met**
- **Warrant 5 – Not Met**
- **Warrant 6 – Not Met**
- **Warrant 7 – Not Met**
- **Warrant 8 – Not Met**
- **Warrant 9 – Not Met**

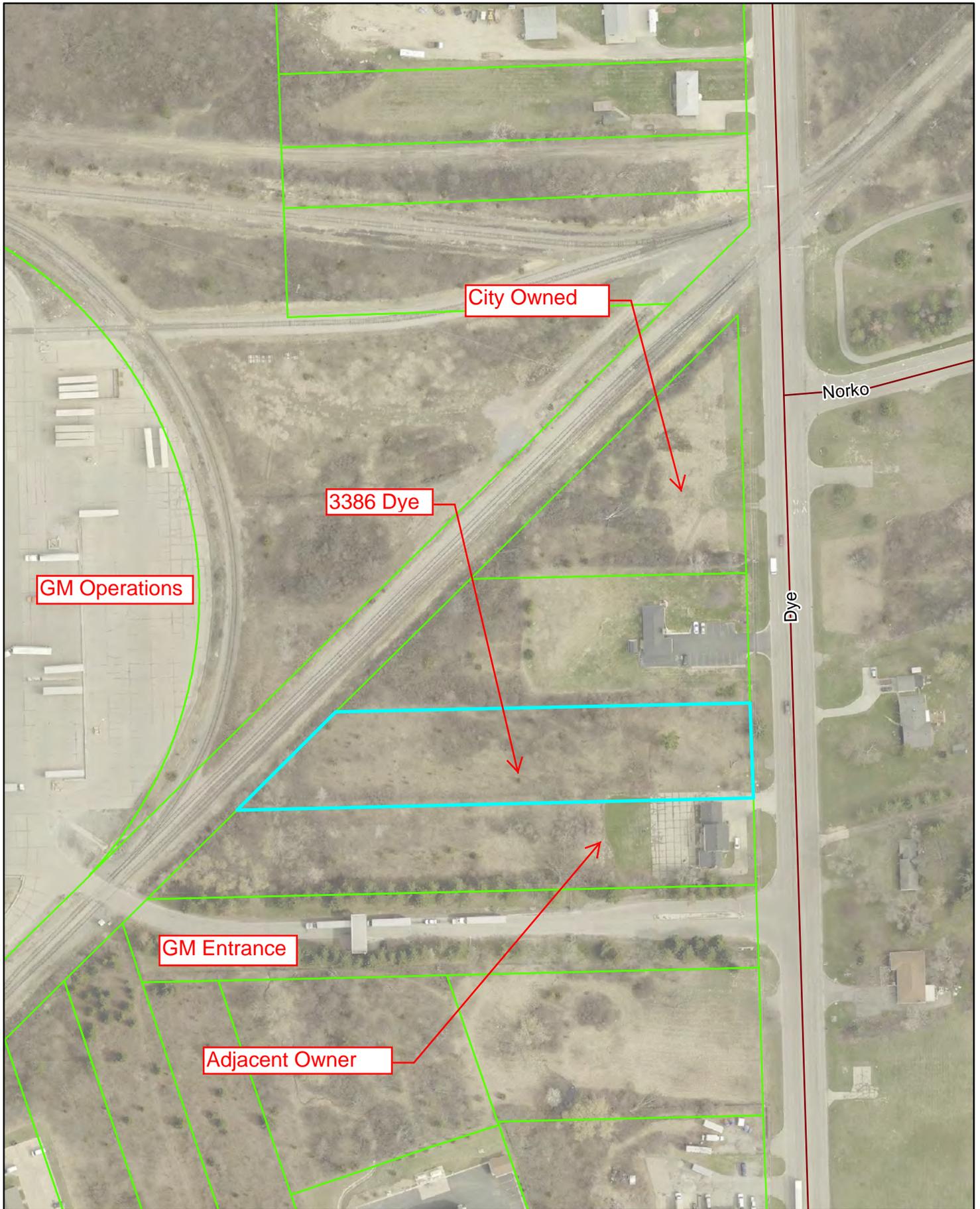
This study reveals that the existing signal at the intersection of Miller Road and the General Motors Service Parts operation facility in Swartz Creek is no longer justified. Since improperly installed or unjustified traffic signals can contribute to excessive delays, disobedience of traffic signals, increased use of less adequate routes, and increases in the frequency of collisions, it is recommended that this signal be removed. It should be noted however, that the possibility exists that General Motors could increase operations in the future at the Service Parts Operation Facility. Therefore, leaving the signal poles in place should be considered. Removal shall be completed as follows, as outlined in the MMUTCD:

- A. Determine the appropriate traffic control to be used after removal of the signal.
- B. Remove any sight-distance restrictions as necessary.
- C. Inform the public of the removal study.
- D. Flash or cover the signal heads for a minimum of 90 days, and install the appropriate stop control or other traffic control devices.
- E. Remove the signal if the engineering data collected during the removal study period confirms that the signal is no longer needed.

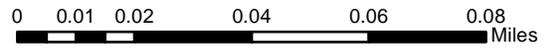


City of Swartz Creek Signal Map





City of Swartz Creek
3386 Dye Road





October 12, 2010

Mr. Adam Zettel, AICP
City of Swartz Creek
Assistant City Manager & Zoning Administrator
8083 Civic Drive
Swartz Creek, MI 48473

**RE: Special Use and Final Site Plan Applications
Family Farm and Home
Elms-Miller Business Planned Development**

Dear Mr. Zettel,

We are pleased to write this letter as an introduction and narrative for the above mentioned project. We feel that the Family Farm and Home will be a great improvement to the City of Swartz Creek, and look forward to further discussion with you and the Planning Commission regarding this project.

This letter is included with each of the 12 packets of information we have submitted per the ordinance. These packets all include the following documentation:

- A Copy of this Letter and Narrative
- Copy of the Application (Site Plan and Special Use)
- Final Site Plans (Containing Following Drawings)
 - Layout Plan
 - Utility and Grading Plan
 - Landscaping Plan
 - Lighting Plan
- Architectural Drawings
 - Building Elevations

Special Use Application

As was discussed at the prior Planning Commission meeting, Family Farm and Home requires some outdoor sales and display areas for seasonal materials. These areas are displayed on the attached site drawings within the parking lot. These areas are on top of proposed parking spaces. This proposal as such is standard to almost all other Family Farm and Home locations throughout the state.

www.latitude-inc.com

7772 Clyde Park SW
Byron Center, MI 49315
616.585.1601

With regard to the use of parking spaces for this application, Family Farm and Home has proposed the amount of parking as required by the ordinance, yet at no location throughout the state have they ever found a need for this many parking spaces. Of the 126 parking spaces required, Family Farm and Home, based on historical use, only plans to need up to 90 spaces. As proposed, the outdoor sales area will still allow for usage of a minimum of 100 parking spaces by customers.

These areas are defined on the plans and will be used as follows (sku = stock keeping unit):

These area was relocated to be near Taco Bell as illustrated in 11/17/15 plans

- The parking spaces south of the building entrance and up to the overhead door will be designated for seasonal display and will consist of the following: 4 sku's of mulches, 2 sku's of lime, 6 sku's of soils (top, potting, cow manure, peat, play sand), 2 sku's of fertilizer, 18 sku's of stone (bagged, pavers, patio, retaining), trees(fruit, shade, ornamental), shrubs, plants (a 24' rack of vegetable plants and herbs), 4 sku's of fire pit rings, and 4 sku's of softener salt.
- The parking spaces along Miller Road will be used for the following: dog kennels, utility trailers, King Kutter 3 point equipment, wood posts, 16' panels.
- In the fall the parking lot is cleared and the only outside display would be the front parking area which would have some salt (softener and sidewalk), tube sand, 3 point rear blades, and utility trailers.

Based on our review of Section 30.02 of the Zoning Ordinance, we have the following responses to the General Review Standards for Special Uses.

- A. This Special Use request is consistent with the goals of the Master Plan as this area is to be used as general commercial. Our proposal is a retail use which is permitted within this district.
- B. This request is consistent with the types of uses that should be expected for this zoning district.
- C. This request will not cause any environmental concerns or adverse affects to the general surroundings as listed in this section.
- D. This request in comparison to the overall development will not significantly impact the natural development.
- E. Public Utilities and Safety Considerations are available at this location and are proposed to be utilized.
- F. The proposed outdoor sales areas do not cause any public safety concerns.
- G. Not applicable, pertains to buildings.
- H. The proposed design and location of this special use provides for safe and logical use of this property.



Paul Bueche

City Manager

pbueche@cityofswartzcreek.org

28-December-2011

Re: Incomplete Site Plan Issues

Family Farm & Home
4315 South Elms Road
Swartz Creek MI. 48473

Dear Property Owner, Developer, Proprietor,

In review of the file regarding this development, there are a number of unfinished or incomplete issues and/or deviations or omissions from the approved site plan. Included with this correspondence is a review list created by the City's Planner that addresses some of the concerns. The City is not completely clear on the distribution of responsibility as to who performs what. In light of this, we send this correspondence to all the parties involved in the development.

Please contact us at your earliest convenience so we may schedule a meeting(s) to discuss these matters. I can be reached at (810)-635-4464. In advance, your attention to this matter is appreciated.

Sincerely,

Paul Bueche

City Manager

Attached Correspondence

Copy: FF&H – Swartz Creek Realty LLC
Basil Andoni

8083 Civic Drive
Swartz Creek Michigan 48473

Phone: (810)-635-4464 Fax: (810)-635-2887



Adam Zettel
Zoning Administrator
azettel@cityofswartzcreek.org

Date: January 5, 2012

Attention: Mr. Bueche
Subject: Site Review (Family Farm & Home)

Dear Mr. Bueche:

At your request, I have investigated the site of the Family Farm and Home on Elms Road to compare the build-out of the structure and site improvements as they relate to the approved site plan and development agreement. The following are areas that are currently identified as substantially deviating or otherwise incomplete. Though this review is intended to be complete a failure on my part to identify other existing or potential deviations, especially those of an engineering nature, should not be viewed as acceptance of such improvements or otherwise signal a vesting of such improvements.

- The parapet above the loading door on the southern end of the western elevation is not raised as illustrated and annotated in the site plan.
- There is not an awning over the loading door on the southern end of the western elevation as illustrated in the plans.
- ~~The smooth face block that was to be used as a vertical accent material in all columns is absent.~~
- ~~Lighting fixtures on the building were explicitly detailed in the plans and in the development agreement by brand and identification number to be "cut-off" or non-glaring fixtures. The wrong fixtures were installed on the structure.~~
- Additional outdoor storage, not otherwise approved in the special land use permit, is occurring as follows:
 - Three (3) additional spaces by the dumpster enclosure
 - Pallets are being stored on the lawn south of the building
 - Storage is occurring on the sidewalk instead of in the parking spaces on the western elevation.
 - Storage is occurring north of the main entrance on the western elevation.
 - An additional space is utilized in the primary parking lot storage area.
- ~~The fence on the south side has not been installed (this was to be determined through consultation with the adjoining property).~~
- ~~There is no service drive to the existing retail store (my understanding is that this building may be intended for demolition).~~

8083 Civic Drive
Swartz Creek Michigan 48473
Phone: (810)-635-4464 Fax: (810)-635-2887
www.cityofswartzcreek.org ftp://cityofswartzcreek.org

December 29, 2011
Family Farm & Home Site Compliance

- Some pole lights are not yet installed or are otherwise installed in different areas. The effect this has on the function of the site lighting (photometric plan) is unknown. Specifically, there are lights missing along the western edge of the parking area and along the main entrance. It appears some lighting has been consolidated on a light pole within an existing traffic island.
- The earth strip that was to be landscaped in front of the fenced outdoor storage (western elevation) has been covered in asphalt.
- No additional landscaping has been installed at this time.

Concerning the above comments, it is clear that some elements may still be planned for development, such as the landscaping. Some of the other elements may be satisfactory or of no consequence based upon further findings, such as missing service drive or the parking lot lighting changes. However, the use of glaring fixtures on the building, the lack of a fence (if desired by the neighbor), and the missing awning are elements that should be addressed as soon as possible.

The provision of outdoor storage should also be brought into compliance as soon as possible and enforced at a reasonable and fair level. I am not certain what the city's legal options are for the deviant components of a permanent nature are (brick elements, parapet height, etc.).

Clearly, the site developer must move forward with landscaping of the site, including alternate provisions for those areas that were asphalted over. I believe the architectural inadequacies pointed out should be considered in this matter. Furthermore, the city and developer should work to find alternate solutions for the other elements such as storage and building lighting.

In short, the entire site should be brought into compliance. However, given the obviously divergent needs of the developer and the city, I think a meeting is in order to potentially adjust the site plan as permitted by law. This would allow both parties to apply the highest degree of common sense to current and planned deviations, while still ensuring that the development satisfies the intent and word of the ordinance.

Sincerely,



Adam H. Zettel, AICP
Zoning Administrator
City of Swartz Creek
azettel@cityofswartzcreek.org

8083 Civic Drive
Swartz Creek Michigan 48473
Phone: (810)-635-4464 Fax: (810)-635-2887
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City Offices
M-F 8am-4:30pm
810.635.4464
810.635.2887 fax

Police Department
Emergency 911
M-F 8am-5pm
810.635.4401
810.635.3728 fax

Public Services Department
M-F 8am-4:30pm
810.635.4464

February 18, 2015

Dear Property Owners:

Pursuant to Article 30, Section 30.05 of the Code of Ordinances of the City of Swartz Creek, Michigan; a periodic site inspection of your development Family Farm and Home located at 4315 Elms Road was performed. The objective of this inspection is to determine continued compliance with all requirements imposed by the Planning Commission and the ordinance authorized by the special land use approval process.

The results of the inspection and review of the approved site plan present a substantial deviation from the Planning Commission approval. The areas identified as non-compliant or non-existent are, but not limited to;

1. The parapet above the loading door on the west elevation is not present as illustrated on the plan.
2. The canopy over the loading door on the west elevation is not present as illustrated on the plan.
3. Tree plantings along the west elevations of the building are not present as illustrated on the plan.
4. Absence of enclosure and landscaping at dumpster location as illustrated on the plan.
5. Absence of green belt along west property lines as illustrated on the plan.
6. Different configuration and missing landscape islands within the parking lot as illustrated on the plan.
7. Absence of parking lot lighting as illustrated on the plan.
8. Non-compliant lighting fixtures on building facades.
9. Landscaping, trees, and shrubs through the site are not present as illustrated on the plan.
10. Various areas throughout the site are being used for storage and displaying of merchandise for sale which is not identified on the plans.
11. The plans indicate a temporary driveway to be constructed near the west end of the service drive which is not present.

Please contact our office at your earliest convenience so we may schedule a meeting to discuss the situation. Thank you in advance for your cooperation in this matter and I look forward to meeting you.

Sincerely,

CITY of SWARTZ CREEK

Marty L. Johnson

Building Official

8083 Civic Drive Swartz Creek, Michigan 48473-1377



Marty L. Johnson, Building Official
City of Swartz Creek
8083 Civic Drive
Swartz Creek, Michigan 48473-1377

March 1, 2015

Dear Mr. Johnson:

This letter is written in response to your letter of February 18, 2015 addressed to me with regard to your recent periodic inspection for continued compliance for Family Farm and Home (FFH) located at 4315 Elms Road, Swartz Creek.

I am the passive owner of the property which I purchased about two years ago when the FFH Swartz Creek business there was ongoing for about two years after obtaining Certificate of Occupancy. FFH has been a tenant under an absolute NNN lease term, including all responsibilities for compliance with governmental regulations. Thus, I forwarded your letter to Mr. LeRoy Yaney of FHH who I understand made an appointment with you for next week.

Mr. Yaney should be familiar with details of the issues and I would rely on him to interact with you. As a retiree 80 years of age in poor health living in San Jose, CA, I am afraid it would be quite difficult for me to travel to Michigan in the foreseeable future, although I would like to have the pleasure of meeting with you someday.

If there is anything you would like me to do, please do not hesitate to let me know. I can be reached at 408-930-3747. My e-mail address is: kukchung@comcast.net. My home address is 1133 Littleoak Circle, San Jose, CA 95129.

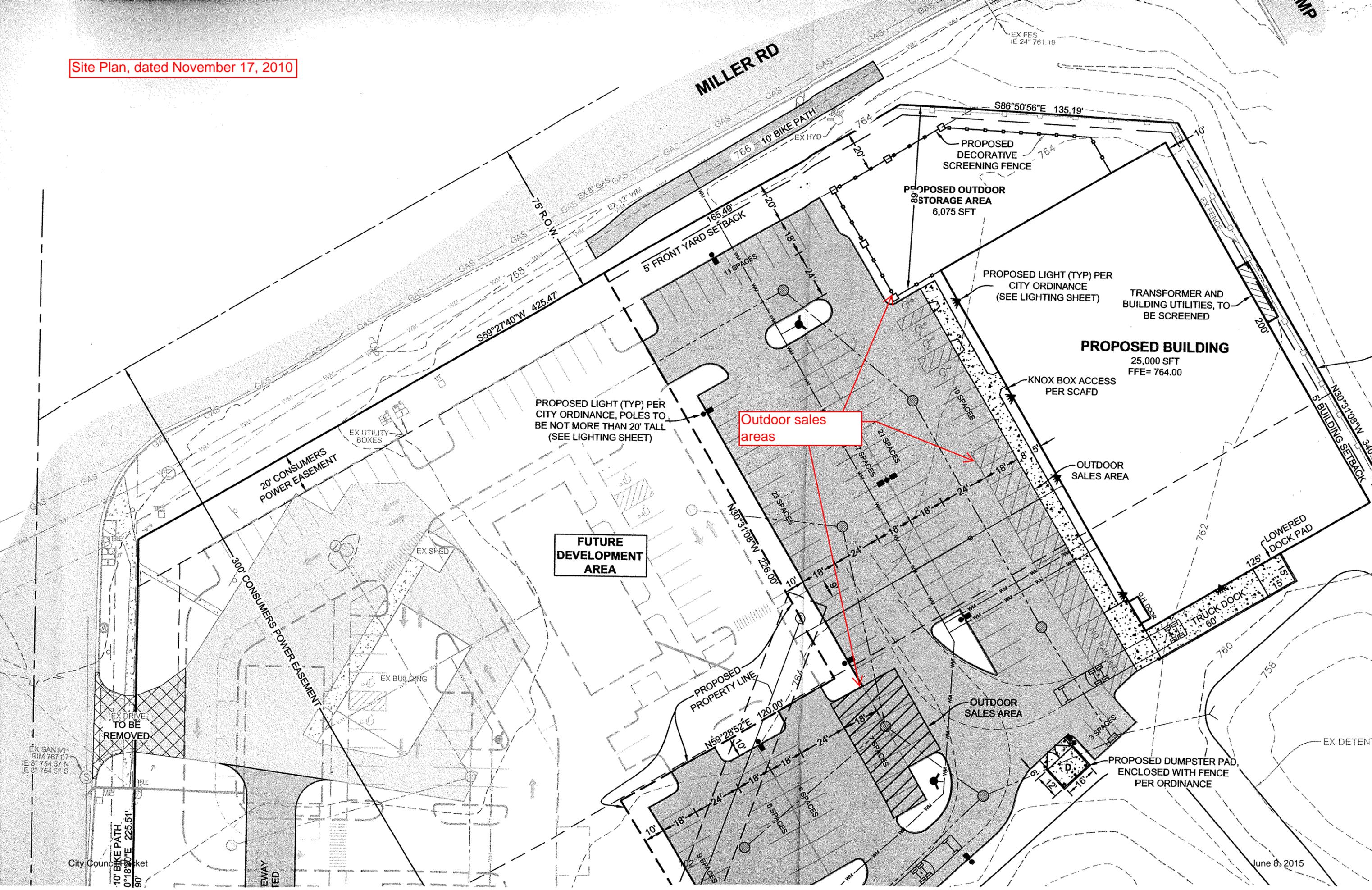
Thank you very much for your attention.

Respectfully,

Kuk Chung

Site Plan, dated November 17, 2010

MP



Outdoor sales areas

FUTURE DEVELOPMENT AREA

PROPOSED BUILDING
25,000 SFT
FFE= 764.00

PROPOSED OUTDOOR STORAGE AREA
6,075 SFT

PROPOSED LIGHT (TYP) PER CITY ORDINANCE (SEE LIGHTING SHEET)

TRANSFORMER AND BUILDING UTILITIES, TO BE SCREENED

OUTDOOR SALES AREA

OUTDOOR SALES AREA

PROPOSED DUMPSTER PAD, ENCLOSED WITH FENCE PER ORDINANCE

20' CONSUMERS POWER EASEMENT

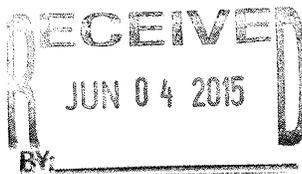
300' CONSUMERS POWER EASEMENT

5' FRONT YARD SETBACK

5' BUILDING SETBACK

10' BIKE PATH
0°18'30"E 225.51'

June 8, 2015



June 1, 2015

Mr. Adam Zettel, City Manager
City of Swartz Creek
8083 Civic Dr.
Swartz Creek, MI 48473

Dear Mr. Zettel:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you of some changes to the channel lineup. Customers are being notified of these changes via bill message.

Effective, June 30, 2015, WNEM-COZI (channel 288) will be available on the Limited Basic lineup.

Additionally, effective on or about July 20, 2015, ESPN GamePlan and ESPN Full Court Pay-Per-View packages will no longer be available for new subscription. Most of the events featured on these packages will be available with ESPN3.

As always, feel free to contact me directly at 586-883-7075 with any questions you may have

Sincerely,

Gerald W. Smith
Senior Manager, External Affairs
Comcast, Heartland Region
27800 Franklin Rd.
Southfield, MI 48034

Coverage and Cost Summary City Of Swartz Creek

Effective 07-01-2015 to 07-01-2016

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$10,000,000	N/A	\$0
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0
Personal Injury Liability (Coverage B)	\$10,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$10,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	\$10,000,000	N/A	\$0
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability (Coverages A, B, and D)	\$25,000	\$50,000	N/A
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Automobile Liability (Coverages A and B)	\$10,000,000	N/A	\$0
# Vehicles	18	Comp	\$250
		Coll	\$1,000

Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$10,000,000 regardless of the number of coverages involved in the occurrence.

Property

Property - Blanket Basis	\$9,496,310	N/A	\$250
Boiler and Machinery	Included	N/A	\$250
Building(s)	Included	N/A	\$250
Contents	Included	N/A	\$250
Property in the Open	Included	N/A	\$250
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	See Schedule	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A
Contractor's Equipment	\$265,302	N/A	\$250
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A

Coverage and Cost Summary City Of Swartz Creek

Effective 07-01-2015 to 07-01-2016

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$100,000	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Police Dog-IKE born 2005 black and tan German Shepard	\$15,000	N/A	\$250
Radio Equipment	\$42,448	N/A	\$250
Valuable Papers	\$100,000	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer	\$100,000	N/A	N/A

Only one deductible applies to claims involving two or more property coverages.

The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$64,965.