

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, March 14, 2016, 7:00 P.M.
Paul D. Bueche Municipal 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 February 22, 2016 MOTION Pg. 22
5. **APPROVE AGENDA:**
 - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
 - 6A. City Manager's Report MOTION Pg. 2
 - 6B. Springvale Plan Materials (Business Item) Pg. 28
 - 6C. Comcast Notice Pg. 50
 - 6D. Monthly Reports (Building, Rentals, Police, Budget, DPW, Check Register) Pg. 51
 - 6E. Road Crack Sealant Bids Pg. 76
 - 6F. Building Services Agreement Amendment Pg. 85
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. City Council Appointment RESO Pg. 13
 - 8B. Springvale Site Plan and Special Land Use RESO Pg. 14
 - 8C. Water Ordinance Amendment RESO Pg. 15
 - 8D. Sewer Ordinance Amendment RESO Pg. 17
 - 8E. Appointments RESO Pg. 19
 - 8F. Building Services Price Change RESO Pg. 20
 - 8G. Road Crack Sealing Bids RESO Pg. 20
10. **MEETING OPENED TO THE PUBLIC:**
11. **REMARKS BY COUNCILMEMBERS:**
12. **ADJOURNMENT:** MOTION

March & April Calendar

Zoning Board of Appeals:	Wednesday, March 16, 2016, 6:00 p.m., PDBMB
Fire Board:	Monday, March 21, 2016, 7:00 p.m., PDBMB
City Council:	Monday, March 28, 2016, 7:00 p.m., PDBMB
Police Board:	Wednesday, March 23, 2016, 7:00 p.m., PDBMB
Planning Commission:	Tuesday, April 5, 2016, 7:00 p.m., PDBMB
Park Board:	Wednesday, April 6, 2016, 6:00 p.m., PDBMB
City Council:	Monday, April 11, 2016, 7:00 p.m., PDBMB
Downtown Development Authority:	Thursday, April 14, 2016, 6:00 p.m., PDBMB
Fire Board:	Monday, April 18, 2016, 7:00 p.m., PDBMB
City Council:	Monday, April 25, 2016, 7:00 p.m., PDBMB

City of Swartz Creek
CITY MANAGER'S REPORT
Regular Council Meeting of Monday, March 14, 2016 - 7:00 P.M.

TO: *Honorable Mayor, Mayor Pro-Tem & Council Members*
FROM: Adam Zettel, City Manager
DATE: March 9, 2016

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **OUTSTANDING APPEALS** *(No Change of Status)*

The only time sensitive and pressing case for now is the golf course. This appraisal is expected to cost about \$7,500. We expect to sign a proposal to perform an audit of the golf course in the month of March unless other terms are reached. At this point, an appraisal is the only solution since the owner's claim on value is pure ridiculousness.

For now, our assessor recommends we hold position on the raceway and mini-storage while we manage the other cases. Staff has settled negotiated appeals for El Portrero and the Carriage Plaza that the assessor found reasonable upon submission of a privately funded appeal. A complete listing of outstanding appeals is as follows:

Year	Parcel #	Docket #	Owner	Petitioner's Representative	Current Assessed	Current Taxable	Proposed Assessed	Proposed Taxable	Status	Notes
2015	58-32-100-004	15-002500	Shkreli Investments	Fred Gordon	286,600	286,600	50,000	50,000	answered 6/16/15	Gen Valley Golf
										Assessment appears fair - recommend getting an appraisal
2015	58-35-576-039	15-002131	CenterpiecePlaza	Laura Hallahan	182,600	181,762	110,000	110,000	answered 6/9/15	8048 Miller
2015	58-35-576-040	15-002131	CenterpiecePlaza	Laura Hallahan	21,900	19,778	15,000	15,000	answered 6/9/15	8048 Miller
										Assessment appears fair - attorney to file interrogatories to get leases, income and expenses statements for potential appraisal
2015	58-35-400-001	15-001904	Sports Creek	Michael Shapiro	1,207,400	918,667	500,000	500,000	answered 6/9/15	Raceway
										Hold for now - Assessor to acquire more information
2015	58-02-200-033	15-002502	Nemer Enterprises	Kal Nemer	293,400	196,940	190,000	190,000	answered 6/16/15	Morrish Rd office
										Attorney to file interrogatories to get leases, income and expenses statements for potential appraisal
2015	58-02-200-029	15-002787	S.C. Mini Storage	Steve Johnson	765,300	765,300	550,000	550,000	answered 8/4/15	Storage (Morrish)
										Assessment appears fair - pending further deliberation

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

✓ **MORRISH AND BRISTOL SIGNAL** *(No Change of Status)*

It appears the Genesee County Road Commission is working on the proposed cost sharing agreement that would enable installation of a basic signal at this intersection. I informally discussed the matter with Clayton Township leadership, and the concept seems to have much support. Furthermore, Meijer has quickly responded to our request to engage in the participation for this signal AND a future upgrade. They appear willing to do both.

✓ **2017-2020 TRAFFIC IMPROVEMENT PROGRAM (TIP)** *(No Change of Status)*

The three year plan for street funding has been drafted by the county, and the city has committed to a 20% match for those streets that were awarded funding.

Please note that the area of Worchester that is tentatively funded is only the section between Winston and Cappy Lane. While this is a small section only, the extra funds will doubtlessly help with the planned reconstruction. Unfortunately, if we desire the federal funds, we must wait until next year, at the soonest, to commence work.

Listed below are the portions selected for federal funding, which include:

<u>Road</u>	<u>Point of Beginning</u>	<u>Point of End</u>	<u>Length (Miles)</u>	<u>Lanes</u>	<u>Lane Feet</u>	<u>Width (Feet)</u>	<u>ADT</u>	<u>Total Cost</u>	<u>Federal Match</u>	<u>Local Match</u>
Worchester	Cappy	Winston	0.1	2	1056	28	691	\$172,474	\$137,979	\$34,495
Fairchild	Cappy	Miller	0.28	2	2956.8	44	2456	\$305,104	\$247,234	\$61,021
<u>Cost</u>										
<u>Totals:</u>								\$477,578	\$385,213	\$92,365

- ✓ **MORRISH ROAD CLASSIFICATION-BRIDGE CAPACITY** *(No Change of Status)*
Morrish Road has been submitted for classification as a “minor arterial” from a “major collector”. The MDOT approved the change. Now we await review by the Federal Highway Administration sometime this calendar year.

- ✓ **MILLER ROAD RESURFACING PROJECT** *(No Change of Status)*
The city now has a report/change order on the estimated costs for this project, and the news is good. It appears that the savings sought by the city were realized, with a reduction of \$121,355.39. Note that this is not savings under the resolution. This reflects savings under the bid amount of \$1,918,020.56. Since this was beyond our original estimate, the savings were desired to match budgeted amounts. In short, we are right on target.

Also, the noted weeds on Miller have been sprayed, cut, and hydro seeded.

- ✓ **SIGNAL PHASING STUDY FOR MILLER AND MORRISH** *(No Change of Status)*
OHM has completed a draft of the intersection section study. At this point, they recommended altering the timing for signal phasing throughout the day. This will enable a tailored pattern of timing to better accommodate the various needs observed. Though it is possible to place a dedicated left, it would require well over \$100,000 to do so due to new requirements for “box-span” configurations. Furthermore, this configuration would likely result in a decrease to the service level for certain through-traffic movements.

We are working with Genesee County to implement the timing recommendations so that we can assess the effectiveness. If the council chooses to, we can revisit the other options mentioned.

- ✓ **20 YEAR STREET PLAN – ROAD FUNDING** *(No Change of Status)*
The ballot question for the street initiative is as follows:

SWARTZ CREEK STREET INITIATIVE BALLOT PROPOSAL

Shall the City of Swartz Creek be authorized to levy a millage of up to a maximum of 4.220 mills (\$4.22 Per \$1,000 of taxable value) for twenty (20) years, 2016-2035, inclusive, for the purpose of funding construction and interest costs for the replacement, rehabilitation, repair, and maintenance of public streets and include pavement, sidewalk, curb, gutter, shoulders, and related drainage work within the City of Swartz Creek, the estimated revenues that will be collected during the first year of this millage as authorized and levied to be \$616,000?

The impact and revenues of a levy of 4.220 mills is estimated as follows:

Levy Impacts on Homes	4.220 mil (\$616k/year)	
	Month	Year
Home Value \$70,000 (\$35,000 taxable)	\$12.31	\$147.70
Home Value \$100,000 (\$50,000 taxable)	\$17.58	\$211.70
Home Value \$150,000 (\$75,000 taxable)	\$26.38	\$316.50

At this point, the committee is not expected to meet again until directed by the city council or otherwise called to follow up on existing matters.

- ✓ **2016 STREET BIDS-SCRAP TIRE GRANT (Update)**
Kennedy has been chosen as the contractor to repair the intersections of Fairchild-Miller and Winston-Miller, including the Winston watermain. The contract has been executed. We expect the work to start after school lets out.
- ✓ **WATER – SEWER ISSUES PENDING (See Individual Category)**
- ✓ **SEWER REHABILITATION PROGRAM (No Change of Status)**
Liqui-Force has just completed the 2015 projects in the Village. We did not encounter any major issues or change orders. Tom will await a final debriefing before final billing. If all goes well, we will look to begin the next phase of televising very soon.
- ✓ **KWA (No Change of Status)**
For the most part, the KWA is still ahead of schedule and under budget. However, there is talk about whether or not Flint will be a part of it. The most recent estimates put the authority in operation by the end of 2016 on a limited basis, serving Flint. It was expected to be serving all authority customers by fall of 2017. Now, some believe Flint may stay with Detroit. This would cause the KWA to lose many customers and a big partner in the endeavor. Obviously, this creates some concerns for the economies of scale everyone was hoping to achieve.
- ✓ **WATER (No Change of Status)**
We continue to make progress. However, we are unable to read the master meters coming into the city due to technical issues. These are county meters, and the county still has the ability to read them. As such, I am not questioning the usage at this point in time, though it is tough for us to track. In the meantime, we continue to update key meters.

✓ **PERSONNEL: POLICIES & PROCEDURES (Update)**

Staff is working to print and publish the handbook.

✓ **CIVIC CAMPUS TREES (No Change of Status)**

I noted last summer that there may be critters and blights affecting the three main species of pine that are planted around the civic campus. This area includes the library/senior center, city hall, the theater, and the public safety building. Dozens and dozens of trees are likely affected to an extent that could result in a mass die-off. I will learn more about the specific maladies and ascertain if we can treat them or if we need to begin cutting. Cost is always an issue in any event. I will have the arborist in around March.

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

A meeting was held on Wednesday, February 27, 2016 at 10:00 a.m. at the Mundy Township Hall. I will distribute minutes when they are available. I was not able to attend and have no additional information at this time.

The next meeting is scheduled for 7:00 p.m., March 23, 2016 at the Paul D. Bueche Municipal Building.

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

The lighting plan has been approved and funds received by the developer to support this. The developer has also placed funds into escrow to fund the remaining items on the punch list, including curb backfill on Russell and sidewalk work. As such, the escrow requirement has been deemed fulfilled on the remaining lots.

Ten of the twelve lots in Springbrook East have sold. I expect the other two to sell in the coming months so we can put this whole matter behind us.

The city still owns four lots in Heritage Village. We have no plan for these at this time. Perhaps an auction of these lots is in order. In this case, I am not sure if there was an intention to share additional revenues with the association or not. The city sold one lot in 2014 "at cost." Purchase agreements with other buyers fell through.

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

We have a recommendation to honor the Meijer donation for the Fortino Drive sidewalk at a Tuesday night concert. This appeared to be well received by the council. Any additional thoughts?

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

I have reached out to Gaines Township on this matter, informally. Since they have platted lots that lack necessary infrastructure adjacent to the city, it makes sense to work together on drainage and related matters. The previous report on the matter is as follows:

The planning commission considered this issue as a component of the current master plan amendment. Their initial recommendation is to make the area conducive on the construction of single family homes in accordance with the original plat. To do so will require engineered drainage, a section of new sanitary sewer, and some fill/grading to

the roads. Future deliberation of the planning commission and city council will determine whether or not this course is followed.

Obviously, the biggest concern is funding of the improvements. Public workshops are recommended to gauge owner interest in participating and to what degree improvements should be done and assessed. Note that the city's lots in this area could be used for storm water storage and/or sales to recoup costs.

✓ **NEWSLETTER (Update)**

The newsletter will go out at the end of the month. If you have any content, please get ideas or articles to me ASAP. As of writing, I plan to have articles contributed from the police department and fire department, as well as information on the Zika virus, the Elms Park projects, and streets.

✓ **MEDICAL MARIJUANA MORATORIUM & Grow Homes (Update)**

These matters were briefly discussed by the Planning Commission at their meeting on March 1. They asked to have the input of the attorney as it relates to growing, both in homes and in non-residential districts. As evidenced in Fenton, the two are inversely related, meaning that to allow one may limit the other and vice versa.

There appears to be little support for dispensaries (provisioning centers) among the public or various boards and commissions. I expect the planning commission to have a more thorough debate in April that will result in a recommendation for such facilities, as well as growing operations.

✓ **CAPPY LANE LIFT STATION (Update)**

Bids were opened at 10:00 a.m. on March 8th. There were numerous submissions, included a few that came in under the engineers estimate. Rowe is analyzing the submissions now, and I expect a recommendation and resolution at the March 28 meeting.

The previous report is as follows:

The scope of the bid has changed, with some additional features being proposed. These features, the procurement and installation of which will be subject to approval by the city council, include a generator, potential chopper pumps (for large debris), and an upgraded protective casing for the control panel.

In addition, the engineer recommends salvaging two of the existing pumps for current and future usage as high-flow/emergency pumps. These changes, with contingency, are expected to bring the total construction cost to about \$300,000. The result will be a much more reliable system with two separate pumping facilities and two separate power sources.

In addition to the generator, which I recommend the city acquire in any case, Tom is working with Consumers to feed the site from a different power district, providing additional redundancy in the system.

✓ **SUNOCO (Update)**

I submitted a grant from the state seeking \$22,000 to assist with the demolition of the building, canopy, and tank removal. We expected a response by the end of February, but the state has delayed announcement of successful applicants, twice. The new announcement date is set for March 11th.

We also had a follow-up call with Exxon on February 12th. Exxon appears pretty committed to excavating soils and closing the site with the Department of Environmental Quality. At this point, everyone is awaiting the results of the grant. If we are awarded funds, we may, MAY be able to get the work done before Hometown Days. That is probably wishful thinking. If the grant is not awarded, we have a pretty substantial financial obstacle in the way prior to site remediation, being the demolition of the building and removal of the tanks (both the technical responsibility of the city).

What can the city expect? I think we should plan to demolish the above ground features this spring. If we don't get the grant, we can look at other options. Exxon might chose to assist us since they need to get beneath the tanks.

Since we are dealing with a contaminated/blighted property and a large oil company, we should also expect the unexpected. By that, I mean that we may end up incurring additional legal fees and ancillary costs of demolition. I don't think this will come as a surprise to anyone, but I just want to affirm that, while this cleanup is worth it, it won't be free.

✓ **ELMS PARK GRANT (Update)**

The grant agreement has been executed by all parties. We are now awaiting bids for the work. We are attempting to separate the bathroom renovation from the more intensive site work, with the goal being to have the bathrooms ready for use mid-summer. However, the default timeline puts the bulk of the work in September of this year.

✓ **FINANCE DIRECTOR DUTIES (No Change of Status)**

Ms. Aguilar has not further specified a retirement date, though she indicated it would be in late 2016. We are moving forward with structuring the office duties with this knowledge.

✓ **S-10 TRUCK SALE (Update)**

The sale of the DPW white S-10 was previously reported as a 1999 with VIN #1GCCS145X1K41151. The truck is actually a 2001 with VIN #1GCCS145X1K141151. We plan to follow through with the auction of this vehicle, but I have stopped the process pending the conveyance of this information to the city council. If there are objections to proceeding, please let me know and we can revisit it. Otherwise, we will move forward and note the correction of the transcription errors accordingly.

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

✓ **MONTHLY REPORTS (Update)**

The packet includes reports for building, police, rental, budget, check run, and DPW.

✓ **COMCAST UPDATE** (Update)

The Al Jazeera America channel has been canceled. Comcast is not going to offer it after April 12, 2016

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

✓ **PLANNING COMMISSION** (Update)

The commission had their regular March meeting on the 1st. There was a recommendation on the Springvale site plan (See New Business).

There was also a limited site plan that was reviewed by staff and reported to the commission. Aardvark Mini Storage desires to add additional buildings and parking. The request was small in scope and met all ordinance standards. As such, it was approved by staff and affirmed by the planning commission. Note that the plans include a provision to cap the existing asphalt in phases as new buildings are constructed.

The commission also discussed grow houses and other medical marijuana matters, as noted above. They intend to address this matter again on April 5th.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY** (Update)

There will not be a March DDA meeting. I expect the DDA to meet again on April 14, 2016. Agenda items should include the budget, Family Movie Night, and the Fortino Drive concept. The previous report is as follows:

The DDA met on February 11th. Connie King was sworn in and introduced. Due to the resignation of Mr. Nemer, the DDA had need of a new Chair. They selected Mr. Krueger, the Vice-Chair. The DDA then selected Mr. Beedy to be the Vice-Chair.

The board was given an additional presentation by Mr. Arens from Intrigue Studios regarding the concept planning for Fortino Drive. He went over the most recent versions of the site layout and also showed illustrations of potential housing, both detached single family and attached single family (townhomes). At this point, the board is moving forward with a concept that is to include much open space, a turn lane for Paul Fortino Drive, parking on the south side, and upscale housing. The housing parameters include the need for single family dwellings with two car garages. The layouts, as presented, would be 3-4 bedroom homes with ~1,800 square feet.

The DDA maintains that the current concepts are defined enough to gather some preliminary feedback from builders. This feedback is expected to provide insight on the practicality of the product and pricing. Based upon this information, the board could then bounce well refined concepts off of the public and move forward.

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

The zoning board of appeals will have their annual meeting on March 16th, 2016, in which they will select officers. There are no other appeals, variances, or interpretations scheduled.

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

The board met on March 2, 2016 to discuss fundraising for the tot-lot. They plan to hold a kickoff on April 14th of the efforts to raise at least \$25,000. Features of the fundraiser are intended to include a webpage, social media strategy, online payment platform, paper media, and methods of distribution.

There was no update on the dog park, which was previously approved by the board but has yet to be reviewed by the city council. We await final presentation from the Eagle Scout candidate.

Their next meeting is planned for Wednesday, April 6, 2016, at 6:00 p.m.

✓ **BOARD OF REVIEW (Update)**

Board of Review held an organizational meeting on March 8th. The hearings for appeals will be held in the council chambers and large conference room on Monday March 21st from 9:00 a.m. – 12:00 p.m. and 6:00 p.m. – 9:00 p.m., Tuesday and Wednesday 22nd & 23rd 9:00 a.m. – 12:00 p.m.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **SPRINGVALE SITE PLAN AND SPECIAL LAND USE (Business Item)**

The zoning change for 3.65 acres of vacant land next to Kroger has been followed up by a site plan for a nursing home as initially proposed by the petitioner. The planning commission has reviewed the plans, which technically include a special land use review for the nursing home use. The planning commission approved the site plan, including the special land use, conditioned upon:

1. Roof and ground mechanical equipment must be illustrated and screened.
2. Durable materials are required on the north and west elevation to bring the minimum coverage up to 50%. A wainscot or other feature is recommended to bring full coverage of those areas visible to the public up to 75%
3. The watermain must be extended to the north lot line for connection to developments within the PUD
4. Screening, by fence or landscaping, of the existing fourplex

The amended plans, which are included with the packet, have met all of the conditions. I have included their application, narrative, and staff reviews with the packet as well. At this point, I see no reason not to follow the planning commission's recommendation with some other standard conditions.

✓ **MASTER PLAN HEARING (Update)**

A master plan public hearing date has been set for the regular planning commission meeting that is to be held on May 3, 2016. Notices and draft plans have been mailed to appropriate parties.

✓ **CITY COUNCIL SEAT VACANCY (Business Item)**

We are all deeply saddened by the unexpected passing of Councilmember Shumaker. As friends, family, and long-time peers, it is tough to fathom a community without Mike. However, despite these circumstances, as councilmembers there is still a job to do. The charter requires a qualifying replacement upon the city council within thirty days.

Note that this appointment is temporary and is valid only through the November election.

Charter 4.7

If a vacancy occurs in any elective city office, the Council shall, within thirty days after such vacancy occurs, appoint a person who possesses the qualifications required of holders of said office. Each such appointee to an elective office shall hold office under such appointment until the Monday following the next regular city election.

As we informally began to assess interest and qualification for the vacant seat from residents that occupy the fourth precinct, it came to our attention that Mr. James Florence is interested in serving.

The city council still has some time to publish a request for candidates, along with the precinct map and qualifications. However, the city council would need to select from such eligible candidates at their regular meeting on March 28, 2016 or at a special meeting to be held before April 1. This process could require a cover letter and/or resume from interested parties that can be delivered to the city council. If the city council desires, a temporary committee can be set up to review the candidates.

However, the qualifications, character, knowledge, and commitment of Mr. Florence are qualities known to all. He regularly attends meetings of the City Council, Planning Commission, and Park Board. He is also very involved in numerous civic organizations including Kiwanis, the Swartz Creek Area Senior Center, and the Springbrook Homeowners Association. Based upon his knowledge of local affairs, the function of our government, and his character, I think this is a very good option for the vacancy. Of course, I am just the hired bureaucrat so I will leave the selection process to the city council.

At the request of the Mayor, a resolution to appoint Mr. Florence is included.

✓ **WATER AND SEWER CONNECTIONS - ORDINANCE** *(Update- Business Item)*

I have drafted some minor changes to the city's ordinances to allow wells and private sewage disposal systems for single family homes that have unique circumstances. Again, this was pursued because of some noted hardships that exist for about a dozen properties. The impact of these changes will be minimal city-wide, but they will allow a reasonable economic use for some large lots that otherwise would have difficulty connecting or draining to the public system.

The previous report reads as follows:

The City of Swartz Creek does not allow new or replacement wells for potable water use anywhere in the city. Likewise, there are very few circumstance in which a septic system can be installed. When our ordinances were approved, this seemed to be in the best interest of all private land owners and the general welfare of the community since we were operating with the understanding that all parcels were served with reasonable access to said utilities.

It came to my attention last year that this was not necessarily the case. I was contacted by a landowner that desired to build a home in a location that is about a quarter mile from the nearest connection. My first response is that they would need to connect, regardless of the cost, private system reliability, and related circumstances. After unsuccessfully listing the property for sale, the owner has returned to plead their case again. After learning more about the costs involved to connect utilities, including a lift station for a single family home, I reconsidered the request. I also contacted experts in the field to assess the impact of such a request.

At this point, I am requesting permission to bring a pair of ordinance amendments to the city council that could enable the drilling of a well and/or use of a septic system for single family residences under a VERY LIMITED set of circumstances. As it stands now, there are still a few parcels that are not even served by public utilities, for which such a solution is necessary. For another limited few, there are parcel depth, parcel size, and grade considerations that could be taken into account.

I would like to hear the thoughts of councilmembers on this matter. If there is no objection, I will work with Mr. Svrcek and the county health department to come up with a relief valve for well and septic use in the city. My thoughts are that this might enable use of about a half dozen parcels that currently have no practical building options.

✓ **APPOINTMENTS** (*Business Item*)

There are a number of appointments that are due in 2016. Most expire in November, however there are a handful that expire this month, at the end of June, and September. It is appropriate to take care of all the pre-November appointments now and follow up with another round of appointments after the new council is seated.

For all March, June, and September positions, the Mayor is requesting reappointments of current servants. However, the passing of Mr. Shumaker has left another vacancy on the park board that needs to be filled at this time as well. A resolution is included to make said appointments.

✓ **BUILDING SERVICES JOINT SERVICE AGREEMENT AMENDMENT** (*Business Item*)

Mundy Township has requested an amendment to the agreement we have for joint services of our building department. Initially, we were moving forward with the understanding that the building official would be compensated the stated hourly rate for such inspections (\$39/hour). However, the work load and expenses have been more thoroughly vetted by the township and they propose a limit to the number of such inspections and an increase in the rate.

The rate is easily explained. Since the city retains the full amount of registration and additional inspection fees, Mundy must provide the service at only an hourly rate (for other permit based inspections, the township retains 45% of the permit fees AND charges and inspection fee). As such, the supervisor of Mundy Township has calculated the full wage, benefit, and vehicle cost and is requesting the resulting rate be used for rental inspections.

The limit on inspections is proposed to balance practical issues of time sharing. Initially, we were inspecting many units each day, and this was straining Mr. Johnson's time. We have adopted a more sustainable rate. The proposed agreement with Mundy indicates 10 inspections per month. We believe 20 is more reasonable, and the supervisor has indicated that this should be manageable by the Township.

✓ **ROAD OVERBAND CRACK SEALANT BIDS (*Business Item*)**

We intend to continue with preventative maintenance for streets that can benefit from it. We solicited total project and unit cost bids for crack sealant. Mr. Svrcek created a scope of service for the following major streets, totaling 3.16 miles:

Morrish Road (I-69 to S. City Limits)
Elms Road (N. City Limits to Miller Road)
Miller Road (Morrish Road to N. Seymour Road)

We had three bids, with the lowest being Curbco, who happens to be the most local of the three. We are asking for the low bid to be approved for the work as scoped. We are also seeking additional funds, at the low bid unit cost, to allow for project overage and the addition of Seymour Road from Miller to S. City Limits. This road was excluded because we were not sure of its fate in the Traffic Improvement Program. I expect that additional costs for the addition of Seymour Road, other major street maintenance, and a generous volume contingency shouldn't exceed \$10,000.

Council Questions, Inquiries, Requests, Comments, and Notes

Verizon Pole on Miller Road: We are still working on this. Tom believes it is not a hazard and reaches out to Verizon often. If we believe the pole becomes a risk, we will block off pedestrian and vehicle traffic in the estimated fall zone and force the issue.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, March 14, 2016, 7:00 P.M.**

Resolution No. 160314-4A MINUTES – February 22, 2016

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, February 22, 2016, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 160314-5A 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 March 14, 2016, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 160314-6A CITY MANAGER'S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager's Report of March 14, 2016, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 160314-8A CITY COUNCIL APPOINTMENT

Motion by Councilmember: _____

WHEREAS, City Council Member Michael Shumaker passed away suddenly on March 2, 2016, and;

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

WHEREAS, James Florence, a longtime serving member of the planning commission and park board, as well as numerous other community organizations, has volunteered to serve in the capacity as the Fourth Precinct Swartz Creek City Council Member, and;

WHEREAS, Mr. Florence has been found to satisfy the criteria to hold office as a City Council Member,

NOW, BE IT RESOLVED that the Swartz Creek City Council hereby appoints James Florence to the vacant Fourth Precinct City Council seat of the late Mr. Michael Shumaker, as outlined in the city charter.

BE IT FURTHER RESOLVED that City Clerk is directed to administer the oath of office to Mr. Florence and execute other related administrative functions necessary to formalize Mr. Florence's status as a City Council Member prior to the regular meeting of March 28, 2016.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 160314-8B SPRINGVALE SITE PLAN & SPECIAL LAND USE

Motion by Councilmember: _____

WHEREAS, the city received a proposal to construct a nursing facility on 3.65 acres of vacant land west of Kroger, identified as parcel 58-35-200-007, said land zoned multiple family (RM-1) with a Planned Unit Development overlay zoning classification, and;

WHEREAS, the project is a special land use within the RM-1 district and requires a full site plan review, with an additional approval for the special land use, and;

WHEREAS, the planning commission, in reviewing the application materials and review criteria in Zoning Ordinance Sections 8, 20, & 26-30, among other sections, found the proposed site plan for a nursing facility meets the intent of the zoning ordinance, and;

WHEREAS, the planning commission, in reviewing the same sections, found that some components of the plan, while not rigidly in compliance with the ordinance, can be waived as part of the application for a Nursing Home facility if circumstances support the legislative intent and other applicable review standards, and;

WHEREAS, the city council affirms the findings of the planning commission and hereby determines it reasonable to approve the following waivers:

1. Waiver of setbacks required for RM-1 uses in accordance with 30.09 and acceptance of the proposed setbacks
2. Waiver of the lot coverage requirement of 25% and acceptance of a 28% lot coverage
3. Waiver of the minimum unit size of 350 sq. ft. and acceptance of a minimum unit size of 284 sq. ft.

4. Waiver of the RM-1 requirement limiting building length to 180' and acceptance of the building length as proposed
5. Waiver of the courtyard size requirement for dementia care only and acceptance of the dementia care courtyard as proposed
6. Waiver of landscaping requirements and acceptance of the proposed landscaping with the addition of noted screening, and;

WHEREAS, the city council affirms the planning commission findings that the site plan, in conjunction with the special land use, meets all other general and specific standards applicable,

NOW, BE IT RESOLVED that the Swartz Creek City Council hereby approves the site plan, dated February 8, 2016, revised March 8, 2016, to the city council, subject to the following conditions:

1. Execution of a Development Agreement that includes, among other standards provisions, provisions for infrastructure investment, necessary easements, and offsite improvements.
2. Approval of the site drainage plan and installation by the Genesee County Drain Commission.
3. Continued compliance with all other applicable federal, state, and local statutes, ordinances, and engineering standards.

BE IT FURTHER RESOLVED that the Swartz Creek City Council hereby approves the special land use as illustrated on plans, dated February 8, 2016, revised March 8, 2016, subject to the conditions in this resolution.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 160314-8C WATER SYSTEM ORDINANCE AMENDMENT

Motion by Councilmember: _____

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

WHEREAS, the City has found that access to and use of the system, in lieu of wells, is in the best interest of the public, and

WHEREAS, the City Council, finds that the complete and total prohibition of wells in the city could render some residential properties without a viable or reasonable economic use,

THEREFORE, I MOVE the City of Swartz Creek ordain:

ORDINANCE NO. 428

An ordinance to amend Section 19 of the City of Swartz Creek Code of Ordinances in order to enable the drilling and use of residential water wells under limited circumstances.

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Repeal of Section 19.31.g, City Code of Ordinances and replace it with Section 19.31.g, Drilling, Use of Wells Prohibited.

Section 19.31.g of the City of Swartz Creek Code of Ordinances is hereby to read as follows:

Drilling, use of wells prohibited. The drilling and use thereof of wells, the water from which is intended for human consumption, is prohibited unless all of the following circumstances apply:

1. The proposed use for any new or replacement well is for service to a single family residential structure.
2. The parcel served does not have access to public water main at the right-of-way or private water main established to serve a condominium or other planned project; OR the structure to be served is 500 feet or more from a public or accessible private water main.
3. The parcel served is two acres in size or larger and is recorded on the 2015 assessment roll.
4. The Genesee County Health Department approves the drilling of said well.

If any existing well, after the effective date of this article shall cease to provide potable water, then in that event the premises served by such well shall be connected to the water system as provided in this article. However, under no circumstances shall an existing well be connected, directly or indirectly, with any portion of the system provided by the city.

Section 2. Repeal of Conflicting Ordinances.

The City Council hereby repeals all Ordinances or parts of Ordinances in conflict herewith, including Section 19-31.g.

Section 3. Effective Date.

This ordinance shall be effective twenty (20) days after publication.

At a regular meeting of the City Council of the City of Swartz Creek held on March 14, 2016, adoption of the foregoing ordinance was moved by Councilmember ____ and supported by Councilmember ____.

Voting for:

Voting against:

The Mayor declared the ordinance adopted.

David A. Krueger
Mayor

CERTIFICATION

The foregoing is a true copy of Ordinance No. 428, which was enacted by the City Council of the City of Swartz Creek at a regular meeting held on March 14, 2016.

Connie Eskew, City Clerk

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 160314-8D SEWER DISPOSAL ORDINANCE AMENDMENT

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns, operates, and maintains a sewer collection system, and

WHEREAS, the City has found that access to and use of the system, in lieu of private sewage disposal systems, is in the best interest of the public, and

WHEREAS, the City Council, finds that the complete and total prohibition of private sewage disposal systems in the city could render some residential properties without a viable or reasonable economic use,

THEREFORE, I MOVE the City of Swartz Creek ordain:

ORDINANCE NO. 429

An ordinance to amend Section 19 of the City of Swartz Creek Code of Ordinances in order to enable the installation and use of residential septic systems under limited circumstances.

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Repeal of Section 19.102.4, City Code of Ordinances and replace it with Section 19.102.4, Required Connection to Available Sanitary Sewer.

Section 19.102.4 of the City of Swartz Creek Code of Ordinances is hereby to read as follows:

The owner of any house, building, structure, premises, or property used for human occupancy, employment, recreation or other purposes, situated within the county and/or the local unit, and abutting on any street, alley or right-of-way, in which there is located, or may in the future be located, a public sewer or combined sewer within 100 feet of the property line, is hereby required, at the owner's expense, to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer, in accordance with the provisions of this article, when given official notice to do so, provided that such connection shall not be required to be made less than six months nor more than 18 months after the sewer is made available for connection thereto. An exception shall be made when all of the following apply:

1. The proposed use for any new or replacement private sewage disposal system is for service to a single family residential structure.
2. The parcel served does not have access to public sewer collection line at the right-of-way or private sewer line established to serve a condominium or other planned project; OR the structure to be served is 500 feet or more from a public or accessible private sewer collection line.
3. The parcel served is two acres in size or larger and is recorded on the 2015 assessment roll.
4. The Genesee County Health Department approves the installation of said private sewage disposal system.

Section 2. Repeal of Conflicting Ordinances.

The City Council hereby repeals all Ordinances or parts of Ordinances in conflict herewith, including Section 19-102.4.

Section 3. Effective Date.

This ordinance shall be effective twenty (20) days after publication.

At a regular meeting of the City Council of the City of Swartz Creek held on March 14, 2016, adoption of the foregoing ordinance was moved by Councilmember ____ and supported by Councilmember ____.

Voting for:

Voting against:

The Mayor declared the ordinance adopted.

David A. Krueger
Mayor

CERTIFICATION

The foregoing is a true copy of Ordinance No. 429, which was enacted by the City Council of the City of Swartz Creek at a regular meeting held on March 14, 2016.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 160314-8F

**MUNDY TOWNSHIP BUILDING SERVICES
AGREEMENT AMENDMENT**

Motion by Councilmember: _____

WHEREAS, the city operates a building services department that performs permitting, reviews, and inspections for building and trade occupations within the city limits ; and

WHEREAS, the City Council approved entering into a joint services agreement with Mundy Township on January 27, 2014 to provide such services; and

WHEREAS, the city created and implemented a rental registration and inspection program that expands the role of the building official; and

WHEREAS, Mundy Township seeks an amendment to provide for the expenses and time required of these expanded services,

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek hereby approves the agreement amendment for joint services with Mundy Township as attached with the condition that the maximum number of rental inspections be changed to 20 per month, and further directs the city manager to execute said amendment.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 1603148-8G

CRACK SEALING BIDS

Motion by Councilmember: _____

WHEREAS, the city's streets are in need of surface treatments as part of the recognized need to apply proper asset management practices to infrastructure assets; and

WHEREAS, one of the more fundamental and affordable forms of surface treatment is overband crack sealing, which is generally applied to those street segments that are not in need for more intensive forms of rehabilitation; and

WHEREAS, the city conducted a sealed bid process for the application of overband sealant on over three miles of major streets; and

WHEREAS, the lowest qualified bid, as submitted by Curbco Inc., includes a cost-per-road-foot proposal and total cost for the application of this treatment; and

WHEREAS, the applicant of this treatment is also desired for Seymour Road; and

WHEREAS, the exact quantity of material needed may change due to the impact of the 2016 freeze-thaw cycle,

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek hereby approves the proposal submitted by Curbco, Inc. in the amount of \$15,115.38 to perform overband crack sealing on major streets, including Elms Road (Miller to N. City Limits), Morrish Road (S. City Limits to I-69), and Miller Road (Morrish to N. Seymour).

BE IT FURTHER RESOLVED the City of Swartz Creek allocates \$3,801.60 to apply sealant to Seymour Road (Miller to Norbury) and an additional \$4,729.25 to allow a 25% project contingency, resulting in a total allocation of \$23,646.23, funds to be appropriated to the Major Street (202) fund.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 02/22/2016**

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, Finance Director Juanita Aguilar, City Clerk Connie Eskew, Treasurer, Deanna Korth.

Others Present: Tommy Butler, Jim Barclay, Steve Shumaker, Sharon Shumaker, Dennis Cramer, Jim Florence, Ron Schultz, Lou Fleury.

APPROVAL OF MINUTES

Resolution No. 160222-01 **(Carried)**

Motion by Mayor Pro Tem Abrams
Second by Councilmember Gilbert

I Move the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held Monday February 08, 2016 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. 160222-02 **(Carried)**

Motion by Councilmember Shumaker
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as presented and printed for the Regular Council Meeting of February 22, 2016, 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. 160222-03

(Carried)

Motion by Councilmember Porath
Second by Mayor Pro Tem Abrams

I Move the Swartz Creek City Council accept the City Manager’s Report of February 22, 2016, including reports and communications, to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC

James Barclay resides at 8420 Cappy Lane, voiced concerns over the mosquitoes in the summer. City Manager Adam Zettel commented that the City hasn’t lined up anything for citywide spraying, the program that is going to be most successful is public education. Mr. Barclay wanted to make council aware of the retention pond at the High School.

Tommy Butler resides at 40 Somerset, commented on a grow house that blew up, and he likes the calendar that was added to the bottom of the agenda. Mr. Butler mentioned he attended the Police Authority meeting and encouraged others to go and felt it was very informative.

COUNCIL BUSINESS

Genesee District Library

Presentation

Mr. Conklin gave a brief presentation and an update of the library today. It is the third largest by population in the state of Michigan, which has 19 branches. Programs included are the Talking Book Center, Bolo Business Center, digital content (e-books, e-magazines, e-music). The revenues were less than the expenditures in 2008 and by 2011-2012 that trend had been reversed and now has a revenue over and above. Since August 2015 a mobile responsive website has been put in place.

Plante Moran

Presentation

Pam Hill and Chrystal Simpson, representatives for Plante Moran presented a study session on items that impact the city budget. Items discussed were pension assumptions, pension funding progress, OPEB assumptions, OPEB funding progress. Pam briefly went over the property tax overview, property taxes, taxable values, restricted funds and water & sewer-net position.

5 minute break

2015-2016 MID-YEAR BUDGET ADJUSTMENTS

Resolution No. 160222-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Gilbert

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 2015 – 2016 Revenue and Expenditure Report through January 2016, and finds that it is not in deficit; however, certain department activity line items may be in deficit; and

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

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

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

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby authorizes and directs the city manager to make all necessary mid-year budget adjustment amendments to Fund 203 (Local Streets), Fund 590 (Water), and Fund 591 (Sewer), in accordance with the supplemental documentation (pages 75 to 88) attached.

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

2016 MOWING CONTRACT AWARD

Resolution No. 160222-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Hicks

WHEREAS, the City of Swartz Creek sought sealed bids for the mowing of city-owned properties in 2013, for services to be provided through January 2016; and

WHEREAS, Lawn Kings was found to be the responsible low bidder and was thereby awarded the work on April 22, 2013; and

WHEREAS, the time frame for the existing contract has expired and the contractor has offered to extend the bid unit pricing for an additional two years; and

WHEREAS, the city council finds the service adequate and the price competitive and in compliance with the city's bidding policy,

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby extends the contract for lawn care services to the low bidder, Lawn Kings, for one year per the specifications set forth in the bid documents and subsequently modified to reflect the addition of vacant land on Fortino Drive, said property negotiated to cost \$20 per cut, a copy of such specifications is attached hereto, and further, appropriate an amount sufficient to meet the payment of the award, and further, direct the City Manager to prepare and execute a contractor's agreement.

Discussion Ensued.

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

HANDBOOK AMENDMENTS

Resolution No. 160222-06

(Carried)

Motion by Councilmember Pinkston
Second by Mayor Pro Tem Abrams

WHEREAS, the City of Swartz Creek desires to develop and maintain a qualified and motivated workforce of professional staff, as well as to uphold the highest standards of ethics and excellence for all such staff, elected officials, and other officials; and

WHEREAS, Section 7.2(c) of the City Charter enables the administrative service to further promulgate rules related to the administration and establishment of policy for city staff; and,

WHEREAS, the City Council finds that a complete set of personnel policies, including a code of ethics, as established by resolution, is a necessary component of achieving the noted goals; and,

WHEREAS, city staff, the city attorney, and a temporary committee of the city council have drafted, revised, and recommended approval of the Personnel Policy, also known as the Employee Handbook, as included and approved in the city council packet of November 23, 2015; and,

WHEREAS, the city's labor attorney has updated the manual, prior to employee distribution, to include new statutes and case law updated through 2015; and,

NOW, THEREFORE, BE IT RESOLVED THAT the Swartz Creek City Council approves the amendments to the Personnel Policy of the City of Swartz Creek and

directs city staff to update the manual with the amended pages and to circulate the handbook to all city staff, elected officials, and other applicable officials of the city.

Discussion Ensued.

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

MASTER PLAN PUBLIC HEARING DATE CHANGE

Resolution No. 160222-07

(Carried)

Motion by Councilmember Porath
Second by Mayor Pro Tem Abrams

WHEREAS, the City of Swartz Creek approved distribution of the city's master plan, including the establishment of a public hearing in front of the city council on April 25, 2016; and

WHEREAS, the Michigan Planning Enabling Act requires the planning commission to hold said public hearing.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby cancels the master plan public hearing for April 25, 2016 and establishes a master plan public hearing for May 3, 2016, to be held before the Planning Commission.

BE IT FURTHER RESOLVED, the City Council directs the city manager to amend notices and postings as necessary to effect this change.

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

MEETING OPEN TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Gilbert wanted to thank everyone for their kindness and support for the recent loss of his son, the family really appreciated everything.

Councilmember Hicks commented that Andrew Heller was back writing and his first article was very good. She also received some unsolicited praise from a new employee at work who is a Swartz Creek resident and she gave nothing but praise for our community.

Councilmember Shumaker wanted to thank City Manager for his report on Yarmy Drive for repair. He found a big piece of road debris in his driveway snowplowing in the last snow we received.

Councilmember Porath remarked that next Monday the Street Committee will be meeting, and this Wednesday the Police Authority will be meeting. He mentioned next month we will be having the Police Authority meeting at night. He hopes to see everyone.

Mayor Pro Tem Abrams, remarked the Fire Board meets tomorrow night at 7 p.m. and The Women's club chili dinner is the 18th of March and funds will go to Cops in the Park.

Mayor Krueger extended his condolences from the council to councilmember Gilbert for the loss of his son. He mentioned that The Save the Streets committee will be having a fundraiser at Jan's Bar on March 30th.

Adjournment

Resolution No. 160222-08

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Porath

I Move the Swartz Creek City Council adjourn the regular meeting at 8:39 pm.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Eskew, City Clerk

February 8, 2016

To Whom It May Concern,

I authorize John L. Asselin, Jr. and David McLane of Asselin, McLane Architectural Group and/or one of their project managers to act on my behalf in matters pertaining to obtaining required approvals from various authorities having jurisdiction for the construction of the Springvale Assisted Living located at Kroger Road, City of Swartz Creek, Michigan, County of Genesee.

Sincerely,

Al Terpenning

Al Terpenning

APPLICATION FOR SITE PLAN REVIEW

City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473
810-635-4464

Date: 2, 18, 16

File No: _____

Fee Received: 305⁰⁰

Receipt No: 180951

NOTICE TO APPLICANT:

Regular meetings of the Swartz Creek Planning commission are held on the first Tuesday of each month at 7:00 PM, at the City Hall, 8083 Civic Dr. Application for site plan review shall be filed at least twenty (20) days before the scheduled meeting date.

Applicant should be familiar with all aspects of the City's Zoning Appendix A pertinent to the site plan application, including but not limited to: the appropriate level of site plan review, the site plan process, review standards, performance guarantees, use restrictions, landscaping, parking, design standards, fees, and enforcement.

TO THE PLANNING COMMISSION:

I, (We), the undersigned, do hereby respectfully make application and petition the Planning Commission to recommend approval of the attached site plan as hereinafter requested, and in support of this application, the following facts are shown.

Furthermore, I (We) have attached proof of ownership, information regarding the number of peak employees anticipated to accompany the site plan uses, and the names, addresses, and telephone/fax numbers of any and all engineers, attorneys, architects, and other professionals associated with this project.

The property is located and described, as follows:

Assessment Roll Description No. 58- Pending - _____,

Address: Kroger Drive, Swartz Creek, MI 48473

Other description: Section 35, City of Swartz Creek, Genesee County, Michigan

It has a frontage of: 572.52 feet and a depth of: 110.30 feet. Total acreage is: 3.65

PRESENT ZONING: _____

If the property is in acreage, and is not therefore a part of a recorded plat: The subject property is located and described as follows: (indicate total acreage also).

Assessment Roll Description No. 58-____-____-____,

SITE PLAN APPLICANT INFORMATION:

Name: Asselin, McLane Architectural Group, LLC

Address: 4488 W. Bristol Road, Flint, MI 48507

Phone Number: 810.230.9311

SUBJECT PROPERTY IS OWNED BY:

Name: Al Terpenning

Address: 89 N. Van Dyke, Marlette, MI 48453

Phone Number:

It is proposed that the property will be put to the following use:

Assisted Living Housing

It is proposed that the following building(s) will be constructed (note gross sq. ft of each):

44,322 square feet


Signature of Applicant
John L. Asselin, Signing for Al Terpenning

Phone Number: 810.230.9311

Signature of Owner
John L. Asselin, Signing for Al Terpenning

Phone Number: _____

APPLICATION FOR SPECIAL USE APPROVAL

City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473
810-635-4464

To: City Clerk Date: 2, 8, 16 Paid: 270⁰⁰ Receipt No: 180950

NOTICE TO APPLICANT:

Regular meetings of the Swartz Creek Planning Commission are held on the 1st Tuesday of each month at 7:00 PM, at the City Hall, 8083 Civic Dr. Application for Special Use shall be filed at least thirty (30) days before the scheduled meeting date.

TO THE PLANNING COMMISSION

I, (We), the undersigned do hereby respectfully make application and petition the Planning Commission to call a special hearing to determine whether there are objections for the use of said property as follows:

Assisted Living Housing

1. The property sought to be used as a "Special Use" is located and described, as follows: Assessment Roll Description No. 58- Pending - _____,

Kroger Road, Swartz Creek, MI 48473

Section 35, City of Swartz Creek, Genesee County, Michigan

2. The property sought for "Special Use" is owned by:

Name: Al Terpenning

Address: 89 N. Van Dyke, Marlette, MI 48453

3. Requirements:

4. It is desired and requested that the foregoing described property be given a "Special Use" permit for:

Assisted Living Housing

5. We attach a statement hereto indicating why we request the "Special Use" of this property so stated, and why such will not be detrimental to the public welfare, nor the property of other persons in the vicinity thereof.

6. Submit plot plan.



Signature of Applicant
John L. Asselin, signing for Al Terpenning

4488 W. Bristol Rd., Flint, MI 48507

Address

Phone Number: 810.230.9811

A. Action Taken by the Planning Commission:

1. Date of first appearance of applicant: ___/___/___
2. Date of Public Hearing: ___/___/___
3. Findings of Planning Commission:

B. Determination:

Springvale Assisted Living
City of Swartz Creek
Special Land Use and Site Plan Review

Section 29.10 – Nonresidential design requirements

- A) Exterior Building Design
The proposed design meets the intent of this section of the ordinance as it is compatible and complementary with the existing residential buildings in the area. While larger in size the use of varied materials helps to frame the project in a more human scale.
- B) Durable Materials
While strictly adhering to the 75% requirement for brick and glass due to the nature of the project – Assisted living facility the design is sensitive to the surrounding structures with the entire building being 48% brick and glass and the East and South sides (Facing Kroger and Russell streets): 72% brick and glass
- C) Building Colors
The building colors will be complementary with the surrounding structures. Material samples will be presented at the meeting.
- D) Roof Design
The roof design complies with parts b, c and d.
- E) Customer Entrances
While being a retail use our building complies with the majority of the requirements a-l.
- F) Community Amenities.
Community Amenities are provided for the public and the occupancy of the space.
- G) Signs
The signs shall comply with the ordinance.
- H) Natural Features
Not applicable.
- I) Building location and Orientation
Not applicable.
- J) Sidewalks
Sidewalks, both public and private are provided throughout the site.

Special Land Use requirements

While our use, Assisted Living Facility, is not specifically a Nursing Home we believe that we have complied with the intent of the ordinance. It is within the authority of the planning commission (under the Special land use section) to approve our request for the reasons detailed herein specific to the special land use requirements as well as the requirements for the RM district. Those being:

Special Land Use Section - 28. Nursing and Convalescent homes

- a) There shall be provided on the site, not less than 1,500 square feet of open space for each bed in the home. The 1,500 square feet of land area shall provide for landscape setting, off-street parking, service drives, loading space, yard requirement and accessory uses, but shall not include the area covered by main or accessory buildings.

The proper amount of open space is provided.

- b) All site shall be located within adequate walking distance of food stores, shopping centers, restaurants and drug stores, as determined by the city council.

The site is contiguous with the Kroger Shopping Plaza

- c) All dwelling units shall consist of at least 350 square feet per unit (not including kitchen and sanitary facilities).

Since our use is not specifically a "Nursing Home" some of the units are smaller than 350 SF. This is typical for Assisted Living Facilities

- d) Total area coverage of all buildings (including dwelling units and related service buildings) shall not exceed 25 percent of total site, exclusive of any dedicated public right-of-way.

Total lot coverage is 28%. This is a factor of the odd shape of the lot.

- e) The minimum lot size shall not be less than three acres.
The lot is 3.65 acres.

- f) The gross density of the dwelling units shall not exceed 20 units per acre, exclusive of any dedicated public right-of-way of either interior or bounding roads.

The density is less than 20 units per acre

- g) Except as provided herein, all buildings and sites shall be in compliance with RM-1 requirements in this ordinance.

All requirements of the RM-1 section are met except items j and h. item j requires that no building be longer than 180 feet. Our building is longer in order to allow for all amenities to be located on one level while maintain barrier free accessibility

- h) No housing for the elderly shall be converted to any other use without complying with the provisions of the zoning ordinance in effect.

Not applicable

- i) The city council may add any conditions it deems appropriate to ensure the compatibility of the development with the surrounding area.

- j) All buildings permitted hereunder shall not exceed 40 in height.

The building is less than 40ft in height

- k) Principal buildings shall not be closer than 40 feet to any property line.

The majority of the building is greater than 40 ft. from the lot lines. Due to the odd shape of the site one area the setback is closer than 40 ft.

Springvale Assisted Living – Statement of Compatibility

A. The special land use will be consistent with goals, objectives and future land use plan described in the City of Swartz Creek Master Plan.

The Master Plan Senior Housing states:

“As identified in the Community Profile section, the senior population in Swartz Creek will continue to grow as a percentage of the overall population. This means that additional housing opportunities will be needed. Zoning incentives must be provided to allow for the development of housing specifically for seniors. There are few large areas of vacant land remaining in the city, especially those that can accommodate medium- to high-density residential uses. Characteristics of such a site would include adequate size, good road access, and proximity to shopping and services.”

We therefore feel that the Springvale Assisted Living Project would meet the additional housing opportunities that will be needed for the senior population in Swartz Creek.

B. The special land use will be consistent with the stated intent of the zoning district.

The proposed Special Use will be designed, constructed, operated and maintained to meet the stated intent of the zoning districts and complies with all applicable ordinance standards as evidence by the documents in our submission.

C. The special land use will be designed, constructed, operated and maintained to be compatible with, and not significantly alter, the existing or intended character of the general vicinity in consideration of environmental impacts, views, aesthetics, noise, vibration, glare, air quality, drainage, traffic, property values, and similar impacts.

Our proposed use will have little adverse impact on the traffic in the area, or the use of public services

D. The special land use will not significantly impact the natural environment.

It is our intent to design using the best technology available to construct an extremely energy efficient building to minimize our carbon footprint.

E. The special land use can be served adequately by public facilities and services such as police and fire protection, drainage structures, water and sewage facilities, refuse disposal and schools.

Our proposed use can be served adequately by all public facilities and services due to the expertly designed landscaping which allows for all of the public facilities and services access to the land and building.

F. The proposed use shall be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved.

- 1. Vehicular turning movements;**
- 2. Proximity and relationship to intersections;**
- 3. Adequacy of sight distances;**
- 4. Location and access of off-street parking;**
- 5. Provisions for pedestrian traffic.**

Our proposed design with the layout of sidewalks, driveways, and parking spaces provides for safety of pedestrian traffic as well as vehicular movement and appropriate sight distance.

G. The proposed use shall be such that the location and height of buildings or structures, and the location, nature and height of walls, fences, and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect.

Our proposed landscape and building design including location and height of buildings, walls, fences will not interfere with or discourage the development and use of adjacent land and building but enhance the landscape of the proposed area.



Adam Zettel
Zoning Administrator
zettelconsulting@gmail.com

Date: March 11, 2016

This review pre-dates the planning commission meeting and subsequent plan amendments.

Attention: Swartz Creek Planning Commission
Subject: Springdale Assisted Living Site Plan & Special Land Use
Tax ID No: 58-36-400-010
Property Owner: Al Terpenning, represented by John Asselin, Jr. & David McLane of Asselin, McLane Architectural Group

Dear Chairman and Commissioners:

I have reviewed the above site plan and special land use request submitted by John Asselin, on behalf of Al Terpenning, to develop a 44, 322 square foot Nursing Home (aka assisted living facility) on 3.65 acres of vacant land near Kroger. The property is zoned multiple family (RM-1) with a Planned Unit Development (PUD) overlay, which permits nursing homes as a special land use (see special land use review letter). The plan includes a single building for the use, as well as underground utilities, parking, landscaping, lighting, private drive access, and related features.

This development is part of a larger PUD that was originally approved back in 2003 and slightly modified in 2016. The PUD enables an assisted living facility on this land, in close proximity to the Springbrook East Condominiums. The proposal fits the approved PUD plans related to shared drainage, integrated internal traffic circulation, and related features.

The site plan for this project is substantially complete for review and does not require any known variances. The site plan is composed of two separate submissions. The site plan editions are dated 2/8/2016 and are sealed by a certified surveyor from Flint Surveying and Engineering. Building elevations were supplied by Seidell Architects and dated 12/21/2015.

The following constitutes the site plan and special land use review for the project. Note that the special land uses adds additional requirements, but it also provides for more flexibility and deviation from the ordinance standards typically applied to a standard multiple family dwelling. In addition to this review, the petitioner has provided a written

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

summary explaining their project as they see it relating to the city’s ordinances. I do not object to any of the petitioner’s comments related to the general and specific requirements of the special land use, with the exception of General Requirement G, which will be referenced below in relation to landscaping.

1. GBD Standards.

Finding: Not in compliance, Special Land Use waivers recommended

Staff finds that the proposed use meets the intent of the master plan, the PUD in effect, and RM-1 zoning intentions. However, the proposal is not in line with all spacing and setback requirements. Note that RM-1 setbacks, density, landscaping, and related features were created to regulate multi-story complexes of residential units composed of many buildings. The proposed use offers a different housing and living scenario that requires a single large building with various unique features, such as smaller units, a kitchen, and secure courtyards.

Because of this, dimensional standards and notes are modified by the ordinance to reflect alternate standards. These standards are noted in parenthesis with a “SLU”. The Special Land Use also enables waivers and exceptions to better accommodate the uniqueness of assisted living.

RM-1 Dimension Standards

RM-1	Required	Proposed	Comments
Minimum lot area	(3 acres SLU)	3.65 acres.	In compliance
Minimum lot width	150 ft.	573 ft.	In compliance
Minimum front yard setback	(40 ft SLU)	31.4 ft.	Not in compliance
Minimum side yard setback	(40 ft SLU)	20 ft.	Not in compliance
Minimum rear yard setback	(40 ft SLU)	9.8 ft.	Not in compliance
Maximum lot coverage for all buildings	(25% SLU)	28%	Not in compliance
Maximum building height	(40 ft SLU)	1 story	In compliance

Other Provisions

1. Density: 20 units per acre (SLU); 14 units per acre provided
2. Minimum Dwelling size: 350 sq. ft. (SLU); **284 sq. ft. provided**
3. Open Space Required: 1,500 sq. ft. per bed (SLU); 2,293 sq. ft. provided
4. No multiple-family structure shall exceed 180 feet in length along any one face of the building; **408 linear foot building provided**
5. Any court shall have a width equal to not less than 50 feet for the front yard and 60 feet for the rear yard. The depth of any court shall not be greater than three times the width; **the dementia care court is approximately 33' wide and is greater than three times the width**

As noted, the site plan does not meet technical requirements for the setbacks, density, and minimum unit size. However, because this is a special land use, Section 30.09 states that "Some or all of the specific requirements may be waived by city council upon a determination that the requirement(s) is not necessary or relevant." This waiver includes all RM-1 requirements and SLU requirements listed above.

As such, the planning commission and city council have discretion to review the plan as it relates to the applicability of the ordinance intent. This is even more pronounced given the fact that this site is part of a larger Planned Unit Development that aims to integrate this use with surrounding properties, including the four-plexes to the west.

I see no reason for the planning commission and city council to deny the site plan based upon the dimensional standards. The setbacks conform to the overall PUD plan for integration, the unit size explanation of the applicant's letter explain the efficiency sizes, and the density appears reasonable given the amount of open space provided per unit. Concerning the building length and courtyard setup, these attributes are very specific to the needs of dementia care and the use of a single building to accommodate the assisted living housing type. I believe the impact of the single, large building and smaller courtyard is offset by the architectural layout and landscaping.

2. Site Plan and Structures-Generally.

Finding: Not in compliance, plan amendments required

Overall, the design conveys a consistency with the surrounding area and a level of architectural interest that supports the intent of the ordinance. However, the elevations do not meet the ordinance design guidelines. The north and west elevations lack the appropriate amount of durable materials. The north elevation has no durable materials.

This elevation is to be highly visible to the general public upon build-out of the PUD. Brick on the north elevation, wrapping to the west elevation is recommended.

The location of ground based mechanical equipment (HVAC) is unknown. Roof-top equipment is visible. This equipment must be screened in accordance with the ordinance. A bike rack is recommended near the public entrances.

Required Amendments

1. Roof and ground mechanical equipment must be illustrated and screened.
2. Durable materials are required on the north and west elevation to bring the minimum coverage up to 50%. A wainscot or other feature is recommended to bring full coverage of those areas visible to the public up to 75%
3. The watermain must be extend to the north lot line for future connection to separate developments

Recommended Amendments

1. A bike rack is recommended near the public entrance.

3. Landscaping and screening.

Finding: Not in compliance; waiver recommended with one condition

Staff reviewed the landscape plan in accordance with the requirements in Section 28.02. Note that the commission can accept alternate landscaping plans in accordance with 28.00.E. Because the landscaping standards were set for standard multi-story structures that provide for a lower unit/acre density (12 instead of 20), the sheer number of trees/acre is difficult and impractical to meet for the nursing home use.

GBD	Required	Proposed	Comments
Parking lot landscaping	One tree for every eight spaces; 6 trees	4	Not in compliance
Frontage Trees	One tree per 40 ft; 29 trees	29	In compliance
Type A Buffer (Condos)	Two trees & four shrubs for every 20 ft; 50 trees, 100 shrubs	24/43	Not in compliance
Multiple Family Requirement	Two trees & four shrubs per unit; 96 trees, 192 shrubs	56/197	Not in compliance
Total	181 trees, 292 shrubs	113/327	Not in compliance

Dumpster & mechanical screening	Per ordinance	varies	Not in compliance
Additional shrubbery	None	35	In compliance

As noted above, the landscaping does not technically meet the ordinance. However, I believe this is a result of the requirement to plant two trees per unit in accordance with typical apartment density of 12/unit. Because this is assisted living, there are 20 units/acre permitted. This is a ratio of 0.6 (12/20). If you multiply the total required tree count of 181 by 0.6, you get 108. This figure is below what the applicant is proposing, overall.

It is with this in mind that I believe the planning commission can accept an alternate landscaping plan if it is found the proposal satisfies the ordinance intent to screen the site and provide for the expected open space, canopy cover one would expect.

Given the number of trees overall, it appears that the site is generally well-landscaped, especially with the extra care given to the surplus of shrubbery. However, due to site restraints, there is absolutely no fence or landscape screen provided between the existing fourplex and the assisted living, which is extremely close. This should be addressed. As a PUD, the petitioners have the ability to agree on landscaping within Springbrook East to accomplish this.

The dumpster is screened with brick to match the building.

No landscaping is noted for the most northern courtyard.

4. Parking and Loading.

Finding: In compliance

The space count is listed below. The plans show an adequate number of spaces spread between two lots, one that is primarily dedicated to employee parking. Turnover in these lots is very little, limited to shift change and the occasional resident use. There appear to be no issues.

Parking	Required	Proposed	Comments
Nursing Home	1 spaces per each three beds & 1 for each employee (41 max spaces, assuming one staff for every three	41	Subject to findings

	residents (71 max))		
Barrier-Free Spaces	-	3*	In compliance
Space Dimensions	9' x 18'	9' x 20'	In compliance
Aisle Dimensions	24'	24'	In compliance

*Barrier-free spaces count toward the total parking lot space count.

An adequate loading and unloading area is provided.

5. Lighting.

Finding: In compliance

A photometric plan and fixture type is provided. There do not appear to be any issues.

6. Signs.

Finding: No findings; subject to administrative approvals

No signs are requested at this time.

7. Vehicular and Pedestrian Circulation.

Finding: In compliance

Ingress, egress, and internal circulation appear adequate. Again, the site is accessed off a low volume drive and trips counts should be very low to service employees, residents, and visitors.

Sidewalks are well placed for use by residents and the public.

8. Natural Features

Finding: In compliance

No significant natural features have been identified.

Summary and Recommendation

The proposed use is something the community has been planning and waiting on for over a decade. The applicant has a good understanding of the surrounding community and immediate surroundings. The location is perfect.

Overall, the site should work well given the general layout, size, density, parking, and landscaping. There are just a view issues to address, which follow:

Required Amendments

1. Roof and ground mechanical equipment must be illustrated and screened.
2. Durable materials are required on the north and west elevation to bring the minimum coverage up to 50%. A wainscot or other feature is recommended to bring full coverage of those areas visible to the public up to 75%
3. The watermain must be extended to the north lot line for connection to developments within the PUD
4. Screening, by fence or landscaping, of the existing fourplex

Recommended Amendments

1. A bike rack is recommended near the public entrance.

Recommended Waivers

1. Waiver of setbacks required for RM-1 uses in accordance with 30.09 and acceptance of the proposed setbacks
2. Waiver of the lot coverage requirement of 25% and acceptance of a 28% lot coverage
3. Waiver of the minimum unit size of 350 sq. ft. and acceptance of a minimum unit size of 284 sq. ft.
4. Waiver of the RM-1 requirement limiting building length to 180' and acceptance of the building length as proposed
5. Waiver of the courtyard size requirement for dementia care only and acceptance of the dementia care courtyard as proposed
6. Waiver of landscaping requirements and acceptance of the proposed landscaping with the addition of noted screening

I recommend approval of the site plan and special land use subject to satisfaction of the above requirements & waivers, as well as adherence to all other zoning provisions not otherwise noted. Please contact me directly if you have any comments or inquiries on the matter. I am happy to receive comments in person, in writing, over the phone, or via e-mail.

Sincerely,

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

March 1, 2016
Planning Commission
Springdale Assisted Living Site Plan
Page 8 of 8



Adam H. Zettel, AICP
City of Swartz Creek
810.287.2147
azettel@cityofswartzcreek.org



ROWE PROFESSIONAL SERVICES COMPANY

Large Firm Resources. Personal Attention.sm

February 11, 2016

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

RE: Springvale Assisted Living - Site Plan Review
Plans dated February 8, 2016

Dear Mr. Zettel:

At the request of the city, we have reviewed the site plan for the assisted living facility, located within the Springbrook Village East development. The 3.65 acre site has public frontage on Russell Drive, and Lindsey Drive. We offer the following comments at this time:

General Comments

- A permit for use of City of Swartz Creek public right-of-way shall be obtained prior to any construction within the City of Swartz Creek right-of-way.
- The soil erosion and sedimentation control plan must be approved and a Part 91, Soil Erosion and Sedimentation Control (SESC) permit must be obtained from GCDC-WWS prior to construction. Copies of the SESC plan approval and SESC permit shall be provided to the city.
- A National Pollutant Discharge Elimination System (NPDES) permit must be obtained from the State of Michigan prior to the start of construction. A copy of the permit shall be provided to the city.
- The site plan shall be reviewed and approved by the fire chief for emergency vehicle accessibility and maneuverability.

Grading

- It appears construction of the proposed "grading wall" between the existing "fourplex" building and the proposed site may adversely impact the adjacent property. Elevations provided suggest that runoff from the "fourplex" building could become "trapped" along the rear property line. The developer's engineer should verify if drainage can be maintained in this area with the proposed elevations as shown.

Parking

- The plans should include typical dimensions for parking stalls.

Traffic

- The City of Swartz Creek design standards require all approaches within the street right-of-way to be constructed with concrete. Considering the proposed use of this site, we would recommend following the minimum standard for a commercial drive approach which will consist of 8" of reinforced concrete.

Engineering | Surveying | Aerial Photography/Mapping | Landscape Architecture | Planning

Corporate: The ROWE Building, 540 S. Saginaw Street, Ste. 200 • Flint, MI 48502 • O (810) 341-7500 • F (810) 341-7573

With Offices In: Lapeer, MI • Mt. Pleasant, MI • Farmington Hills, MI • Lansing, MI • Grayling, MI • Tri-Cities, MI • Myrtle Beach, SC
City Council Packet

www.rowepsc.com

March 14, 2016

- It appears improvements to Kroger Drive will be incorporated into the project. The developer should coordinate this work with the property owner.

Drainage

- It appears the proposed storm sewer system will discharge into the city's storm sewer system unrestricted, prior to outfall into the existing detention pond. The developer's engineer should verify
 - a) the existing detention pond has been sized to accommodate this level of development, and b) will the peak discharge from the site overwhelm the city's storm sewer system.
- A typical storm sewer catch basin detail is not provided on the plans. The City of Swartz Creek standards require all catch basins and manholes be constructed with concrete (either precast or block).

Our plan review is for conformance with the city's submittal requirements and Standard Engineering Practices for the city's use in deciding whether to approve the site plan. The developer and designer shall be responsible for the accuracy and validity of the information presented on the plan. Regulatory and other governmental agencies with jurisdiction may have additional comments or requirements. The developer and designer remain responsible for the design, construction, and any resulting impacts of the project.

If you have any questions or require additional information, please contact our corporate office.

Sincerely,
ROWE Professional Services



Louis P. Fleury, P.E.
Project Manager

R:\sdsk\Proj\05C0186\Doc\Reviews\springvale\Springvale Site Plan Review 01.doc



ROWE PROFESSIONAL SERVICES COMPANY

Large Firm Resources. Personal Attention. sm

February 23, 2016

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

RE: Springvale Assisted Living
Site Plan Review – Second Review

Dear Mr. Zettel:

At the request of the city, we have reviewed the revised site plan for the assisted living facility, located within the Springbrook Village East development. The 3.65 acre site has public frontage on Russell Drive, and Lindsey Drive. We offer the following comments at this time:

Traffic

- Sheet 11 of 12 indicates the proposed approaches will consist of 4” of asphalt over 6” of aggregate base. The City of Swartz Creek design standards require all approaches within the street right-of-way to be constructed with concrete. Considering the proposed use of this site, we would recommend following the minimum standard for a commercial drive approach which will consist of 8” of reinforced concrete.

Drainage

- The developer’s engineer indicates the existing 24” diameter storm sewer crossing Russel Drive “has 50% excess capacity”. The proposed storm sewer system will discharge into the city’s storm sewer system unrestricted, prior to outfall into the existing detention pond. Will this “excess capacity” be adequate to transport peak runoff from the proposed development in addition to the existing right-of-way drainage?

Our plan review is for conformance with the city’s submittal requirements and Standard Engineering Practices for the city’s use in deciding whether to approve the site plan. The developer and designer shall be responsible for the accuracy and validity of the information presented on the plan. Regulatory and other governmental agencies with jurisdiction may have additional comments or requirements. The developer and designer remain responsible for the design, construction, and any resulting impacts of the project.

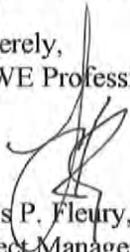
February 23, 2016

Mr. Adam Zettel

Page 2

If you have any questions or require additional information, please contact our corporate office at (810) 341-7500.

Sincerely,
ROWE Professional Services

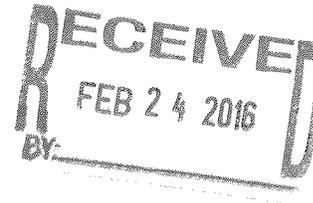


Louis P. Fleury, P.E.
Project Manager

R:\Asdk\Proj\05C0186\Doc\Reviews\springvale\SpringvaleSitePlanReview02.doc



February 22, 2016



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 a change to the channel lineup. Customers are being notified of this change via bill message.

Al Jazeera America (channel 107) has announced it will cease operations and its programming on April 12, 2016.

As always, feel free to contact me directly at 517-334-5686 with any questions you may have

Sincerely,

A handwritten signature in cursive script that reads "John P. Gardner".

John P. Gardner
Director, External Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

City of Swartz Creek

Building Permit List

2016

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Building							
PB1600002	02/16/16	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-042	\$130,485	\$750.00 7233 LINDSEY DR	48473 Res Single Family
Total:		1 Permits	Value: \$130,485		Fee Total: \$750.00		Total Number of Dwelling Units 1
Electrical							
PE1600009	02/10/16	Martin Electric Co	(810) 720 1911	58-02-200-023	\$0	\$110.00 5152 MORRISH RD	48473-Electrical
PE1600010	02/10/16	Oak Electric Service	(248) 623 4900	58-36-530-005	\$0	\$106.00 4193 HICKORY LN	48473-Electrical
PE1600011	02/29/16	McCarthy Electric	(810) 659 8723	58-02-100-009	\$0	\$110.00 8603 MILLER RD	48473-Electrical
Total:		3 Permits	Value: \$0		Fee Total: \$326.00		Total Number of Dwelling Units 0
Mechanical							
PM160007	02/02/16	Kallas Heating & Cooling	(810) 635 4159	58-02-100-009	\$0	\$190.00 8603 MILLER RD	48473-Mechanical
PM160008	02/08/16	Dave Lamb Htg & A/C, Inc.	(810) 629 4946	58-03-626-008	\$0	\$130.00 9128 LUEA LN	48473-Mechanical
PM160009	02/10/16	Oak Electric Service	(248) 623 4900	58-36-530-005	\$0	\$105.00 4193 HICKORY LN	48473-Electrical
PM160010	02/29/16	Holland Heating & Cooling	(810) 653 4328	58-03-534-005	\$0	\$160.00 9179 JILL MARIE LN	48473-Mechanical
Total:		4 Permits	Value: \$0		Fee Total: \$585.00		Total Number of Dwelling Units 0
Plumbing							
PP160002	02/18/16	Burnash Plbg	(810) 836 3489	58-36-676-051	\$0	\$224.00 7167 LINDSEY DR	48473 Plumbing
Total:		1 Permits	Value: \$0		Fee Total: \$224.00		Total Number of Dwelling Units 0

City of Swartz Creek Building Permit List 2016

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
------------	------	-----------	-------	------------	---------------------------	----------	----------------------

Permit Total: 9

Value: \$130,485

Fee Total: \$1,885.00

Permit.DateIssued Between 2/1/2016 12:00:00
AM AND 2/29/2016 11:59:59 PM

Inspection List

02/29/16

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
8481 CHESTERFIELD DR	58-02-501-050	Follow Up	02/01/2016			Amy Nichols
7455 WADE ST	58-01-502-097	Follow Up	02/01/2016			Amy Nichols
5428 MILLER RD	58-29-551-007	Follow Up	02/01/2016			Amy Nichols
4442 SPRINGBROOK DR	58-36-651-071	Final	02/01/2016	02/01/2016	Approved	Leon Buning
8524 CHESTERFIELD DR	58-03-526-002	Final	02/01/2016	02/01/2016	Approved	Marty Johnson
5304 WINSHALL DR	58-02-553-011	Initial	02/01/2016			Amy Nichols
5048 MC LAIN ST	58-02-526-055	Initial	02/01/2016			Amy Nichols
8051 INGALLS ST	58-02-200-011	Initial	02/01/2016			Amy Nichols
8132 INGALLS ST	58-02-200-003	Initial	02/01/2016			Amy Nichols
5027 SECOND ST	58-01-502-022	Initial	02/01/2016			Amy Nichols
8093 MILLER RD	58-02-528-001	Initial	02/01/2016			Amy Nichols
8101 CRAPO ST	58-02-530-041	Follow Up	02/01/2016	02/01/2016	Complied	Marty Johnson
5157 DAVAL DR	58-02-501-009	Initial	02/01/2016	02/03/2016	Violation(s)	Marty Johnson
3263 HERITAGE BLVD	58-30-651-095	Rough	02/02/2016	02/02/2016	Approved	Marty Johnson
5273 GREENLEAF DR	58-03-533-090	Initial	02/02/2016	02/03/2016	Violation(s)	Marty Johnson
5213 DURWOOD DR	58-03-533-165	Initial	02/02/2016	02/03/2016	Violation(s)	Marty Johnson
5197 DAVAL DR	58-02-501-014	Initial	02/02/2016	02/03/2016	Violation(s)	Marty Johnson
6189 BRISTOL RD	58-31-526-015	Initial	02/02/2016	02/02/2016	Complied	Marty Johnson
5116 MORRISH RD	58-02-200-017	Initial	02/02/2016	02/02/2016	Complied	Marty Johnson
5170 MORRISH RD	58-02-530-044	Ordinance	02/03/2016	02/03/2016	Violation(s)	Marty Johnson
5016 MC LAIN ST	58-02-526-058	Code	02/03/2016	02/03/2016	No Violation	Marty Johnson
7483 COUNTRY MEADOW DR	58-36-651-067	Initial	02/03/2016			Amy Nichols
8231 INGALLS ST 1	58-02-526-032	Initial	02/03/2016	02/03/2016	Violation(s)	Marty Johnson
8231 INGALLS ST 2	58-02-526-032	Initial	02/03/2016	02/03/2016	Violation(s)	Marty Johnson
4126 ELMS RD	58-36-526-020	Follow Up	02/03/2016			Marty Johnson
5208 DURWOOD DR	58-03-533-139	Initial	02/04/2016			Amy Nichols
5160 DON SIMPSON DR	58-02-503-017	Initial	02/04/2016			Amy Nichols

Inspection List

02/29/16

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
8295 MILLER RD	58-02-526-092	Initial	02/05/2016			Amy Nichols
5259 DON SHENK DR	58-02-503-072	Follow Up	02/08/2016			Amy Nichols
8390 MILLER RD	58-35-300-008	Follow Up	02/08/2016			Amy Nichols
8390 MILLER RD 2	58-35-300-008	Follow Up	02/08/2016	02/08/2016	Complied	Marty Johnson
6280 CONCORD DR	58-30-651-078	Initial	02/08/2016			Amy Nichols
5438 MILLER RD	58-29-551-006	Initial	02/08/2016			Amy Nichols
5032 FORD ST	58-02-528-014	Initial	02/08/2016			Amy Nichols
5032 FORD ST A	58-02-528-014	Initial	02/08/2016			Amy Nichols
7551 CHURCH ST	58-36-551-017	Initial	02/08/2016			Amy Nichols
7594 MILLER RD	58-36-552-004	Initial	02/08/2016			Amy Nichols
7103 MILLER RD	58-36-577-017	Initial	02/08/2016			Amy Nichols
3431 HERITAGE BLVD	58-30-651-061	Initial	02/08/2016			Amy Nichols
7165 RUSSELL DR	58-36-676-063	Initial	02/08/2016			Amy Nichols
3346 HERITAGE BLVD	58-30-651-081	Initial	02/08/2016			Amy Nichols
7557 MASON ST	58-36-551-006	Initial	02/08/2016			Amy Nichols
8433 CAPPY LN	58-02-503-053	Initial	02/08/2016			Amy Nichols
4253 LINDSEY DR	58-36-676-079	Initial	02/08/2016			Amy Nichols
4265 LINDSEY DR	58-36-676-082	Initial	02/08/2016			Amy Nichols
4261 LINDSEY DR	58-36-676-081	Initial	02/08/2016			Amy Nichols
4257 LINDSEY DR	58-36-676-080	Initial	02/08/2016			Amy Nichols
9146 CHESTERFIELD DR	58-03-526-017	Initial	02/08/2016	02/08/2016	Violation(s)	Marty Johnson
5044 MC LAIN ST	58-02-526-056	Initial	02/08/2016	02/08/2016	Complied	Marty Johnson
7247 LINDSEY DR	58-36-676-040	Final	02/09/2016	02/09/2016	Approved	Bob Davis
5101 MC LAIN ST	58-02-526-038	Initial	02/09/2016			Amy Nichols
8096 CRAPO ST	58-02-530-035	Initial	02/09/2016			Amy Nichols
8093 CRAPO ST	58-02-530-040	Initial	02/09/2016			Amy Nichols
5354 MILLER RD	58-29-551-014	Initial	02/09/2016	02/10/2016	Violation(s)	Marty Johnson

Inspection List

02/29/16

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
5170 MORRISH RD	58-02-530-044	Status	02/10/2016	02/10/2016	Complied	Marty Johnson
5321 DON SHENK DR	58-02-552-014	Initial	02/10/2016			Amy Nichols
5026 HOLLAND DR 1	58-02-529-007	Initial	02/10/2016	02/10/2016	Violation(s)	Marty Johnson
5026 HOLLAND DR 2	58-02-529-007	Initial	02/10/2016	02/10/2016	Complied	Marty Johnson
5026 HOLLAND DR 3	58-02-529-007	Initial	02/10/2016			Marty Johnson
8119 BRISTOL RD	58-35-200-009	Final	02/11/2016	02/10/2016	Approved	Leon Buning
8119 BRISTOL RD	58-35-200-009	Final	02/11/2016	02/11/2016	Approved	Bob Davis
7247 LINDSEY DR	58-36-676-040	Final	02/11/2016	02/09/2016	Approved	Bob Davis
7247 LINDSEY DR	58-36-676-040	Final	02/11/2016	02/10/2016	Approved	Leon Buning
5273 GREENLEAF DR	58-03-533-090	Follow Up	02/15/2016			Amy Nichols
5213 DURWOOD DR	58-03-533-165	Follow Up	02/15/2016			Amy Nichols
5197 DAVAL DR	58-02-501-014	Follow Up	02/15/2016			Amy Nichols
5157 DAVAL DR	58-02-501-009	Follow Up	02/15/2016			Amy Nichols
7233 LINDSEY DR	58-36-676-042	Footing	02/17/2016	02/17/2016	Approved	Marty Johnson
5278 DON SHENK DR	58-02-503-001	Initial	02/17/2016			Amy Nichols
5014 FORD ST	58-02-528-012	Status	02/18/2016	02/18/2016	No Change	Marty Johnson
5044 MORRISH RD	58-02-529-010	Status	02/18/2016	02/18/2016	No Change	Marty Johnson
5018 HOLLAND DR	58-02-529-005	Status	02/18/2016	02/18/2016	Complied	Marty Johnson
5019 HAYES ST	58-02-529-006	Status	02/18/2016	02/18/2016	Complied	Marty Johnson
9146 CHESTERFIELD DR	58-03-526-017	Follow Up	02/18/2016			Amy Nichols
8603 MILLER RD	58-02-100-009	Final	02/18/2016	02/18/2016	Approved	Bob Davis
9128 LUEA LN	58-03-626-008	Final	02/18/2016	02/18/2016	Approved	Bob Davis
5070 MORRISH RD	58-02-529-031	Status	02/18/2016	02/18/2016	Violation(s)	Marty Johnson
5354 MILLER RD	58-29-551-014	Follow Up	02/22/2016			Amy Nichols
5026 HOLLAND DR 1	58-02-529-007	Follow Up	02/22/2016			Amy Nichols
8089 MILLER RD	58-02-529-027	Follow Up	02/22/2016	02/22/2016	Complied	Marty Johnson
5019 FIRS	58-01-502-086	Initial	02/22/2016	02/23/2016	Violation(s)	Marty Johnson

Inspection List

02/29/16

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
7247 LINDSEY DR	58-36-676-040	Final	02/23/2016	02/23/2016	Approved	Marty Johnson
7233 LINDSEY DR	58-36-676-042	Backfill	02/23/2016	02/23/2016	Approved	Marty Johnson
7167 LINDSEY DR	58-36-676-051	Rough	02/23/2016	02/23/2016	Approved	Bob Davis
8041 MAPLE ST	58-02-530-012	Initial	02/23/2016	02/23/2016	Violation(s)	Marty Johnson
5388 DURWOOD DR	58-03-533-114	Status	02/24/2016	02/24/2016	No Change	Marty Johnson
5037 SECOND ST	58-01-502-081	Status	02/24/2016	02/24/2016	Partially Complied	Marty Johnson
8060 MILLER RD	58-35-576-029	Status	02/24/2016	02/24/2016	No Change	Marty Johnson
5044 MORRISH RD	58-02-529-010	Letter	02/24/2016	02/24/2016	Violation(s)	Tara Ford
8603 MILLER RD	58-02-100-009	Site Inspection	02/24/2016	02/24/2016	Violation(s)	Marty Johnson
5152 MORRISH RD	58-02-200-023	Service	02/24/2016	02/24/2016	Approved	Leon Buning
8603 MILLER RD	58-02-100-009	Letter	02/24/2016	02/24/2016	Violation(s)	Tara Ford
5014 FORD ST	58-02-528-012	Letter	02/24/2016	02/24/2016	Violation(s)	Tara Ford
8603 MILLER RD	58-02-100-009	Final	02/29/2016			Leon Buning

Inspections: 94

Population: All Records

Inspection.DateTimeScheduled Between 2/1/2016 12:00:00 AM AND 2/29/2016 11:59:59 PM

Enforcements By Category

02/29/16

BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E16-274	5016 MC LAIN ST	No Violation	02/01/16	02/03/16
E16-275	5070 MORRISH RD	Inspection Pending	02/18/16	
E16-276	8603 MILLER RD	Violation	02/19/16	
			Total Entries: 3	

HOME OCCUPANCY

Enforcement Number	Address	Status	Filed	Closed
E16-273	5170 MORRISH RD	Closed	02/01/16	02/10/16
			Total Entries: 1	

Total Records: 4

Population: All Records
Enforcement.DateFiled Between 2/1/2016 12:00:00 AM AND 2/29/2016 11:59:59 PM

Certificates With Inspections

02/29/2016

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR150015	8101 CRAPO ST	11/23/2015		02/01/2016	02/01/2016	02/01/2019	Certified
Follow Up	ANichols	Marty Johnson	Completed	Complied			
Initial	ANichols	Marty Johnson	Completed	Violation(s)			
CR150016	8089 MILLER RD	11/23/2015	11/23/2015	02/22/2016	02/22/2016	02/22/2019	Certified
Follow Up	ANichols	Marty Johnson	Completed	Complied			
Initial	ANichols	Marty Johnson	Completed	Violation(s)			
CR150071	8390 MILLER RD 2	12/02/2015	12/02/2015	02/08/2016	02/08/2016	02/08/2017	Certified
Follow Up	ANichols	Marty Johnson	Completed	Complied			
Initial	ANichols	Amy Nichols	Completed	Violation(s)			
CR150075	6189 BRISTOL RD	12/03/2015	12/03/2015	02/02/2016	02/02/2016	02/02/2019	Certified
Initial	ANichols	Marty Johnson	Completed	Complied			
CR150078	5116 MORRISH RD	12/07/2015	12/07/2015	02/02/2016	02/02/2016	02/02/2019	Certified
Initial	ANichols	Marty Johnson	Completed	Complied			
CR160010	5044 MC LAIN ST	02/01/2016	02/01/2016	02/08/2016	02/08/2016	02/08/2019	Certified
Initial	ANichols	Marty Johnson	Completed	Complied			
CR160018	5026 HOLLAND DR 2	02/03/2016	02/03/2016	02/10/2016	02/10/2016	02/10/2019	Certified
Initial	ANichols	Marty Johnson	Completed	Complied			

Population: All Records

Record Count: 7

Certificate.DateIssued Between 2/1/2016 12:00:00 AM
AND 2/29/2016 11:59:59 PM

**SWARTZ CREEK POLICE DEPARTMENT
MOTOR POOL RENTAL HOURS
FEBRUARY 2016**

	<u>101-301-941</u>	<u>101-302-941</u>	<u>101-303-941</u>	<u>101-304-941</u>
#05-168	13	0	0	0
#05-649	61	0	0	0
#12-144	154	0	0	0
#13-384	255	0	12	0
#09-226	106	0	0	13
#10-161	0	0	106	0
#14-514	370	0	5	0
TOTAL	959	0	123	13

SCPD200 Ticket Ledger Report
 2/1/2016 12:00:00 AM - 2/29/2016 12:00:00
 AM

Citation No	Citation Date Time	Location	Offense
10534	2/4/2016	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11001	2/23/2016	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11002	2/28/2016	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11038	2/1/2016	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11039	2/5/2016	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11041	2/11/2016	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11042	2/11/2016	Mclain	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11043	2/11/2016	Mclain	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11044	2/13/2016	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11045	2/13/2016	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11046	2/14/2016	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11047	2/14/2016	Chesterfield	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11049	2/15/2016	Don Shenk	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11050	2/19/2016	Winshall	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
1183773	2/16/2016	Miller Near Seymour	
			8277 - 54003 - Traffic - Registration Law Violations

1264382	2/13/2016	Miller Near Fairchild	
			8277 - 54003 - Traffic - Registration Law Violations
1264892	2/9/2016	Dragon Dr, Cappy Ln	
			8121 - 54003 - Traffic - Disregarded Stop Sign
1269830	2/10/2016	Miller E/b At Morrish	
			8122 - 54003 - Traffic - Disregarded Flashing Red Signal
1270158	2/18/2016	8230 Crapo	
			5212 - 52001 - Concealed Weapons - Possession of Weapon
1270202	2/24/2016	Meijer Gas Station, 4141 Morrish Rd	
			2308 - 23003 - Larceny - From Building (Includes library, office used by public, etc)
1345240	2/3/2016	4141 S Morrish Rd	
			8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License
			8277 - 54003 - Traffic - Registration Law Violations
			8920 - 89003 - Violation - Insurance - Fail to File PLPD Insurance
1345241	2/12/2016	Elms Rd N/b Near Yarmy	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1345242	2/14/2016	Miller Rd At Burkshire	
			8271 - 54003 - Traffic - No Operators License
			8128 - 54003 - Traffic - Improper Stop and Turn on Red
1345243	2/23/2016	Morrish Rd S/b Near Apple Crk	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1345244	2/27/2016	E/b I-69 Near Morrish	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
			8280 - 54003 - Traffic - No Proof of Insurance
1345402	2/3/2016	Miller, 1st	
			8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1345404	2/9/2016	W/b I-69 Near Miller	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1345405	2/11/2016	8235 Burkeshire Apt #204	
			5399 - 53002 - Public Peace (Other)
1345406	2/12/2016	Morrish Near 69	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1345407	2/12/2016	Morrish, 69	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)

1345408	2/27/2016	Wb 69, Morrish	
			8062 - 54003 - Traffic - Exceed Freeway Speed (70 MPH Zone)
8448	2/28/2016	5014 Hayes	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations

Total Tickets : 32

Total Offenses : 37

210 OFFENSE SUMMARY
 2/1/2016 12:00:00 AM – 2/28/2016 12:00:00
 AM

Offense	Total
1173 - 11003 - CSC First (1st) Degree -Penetration Oral/Anal	1
1313 - 13001 - Assault and Battery/Simple Assault	1
2002 - 20000 - Arson - Residence - Endangered Life	1
2308 - 23003 - Larceny - From Building (Includes library, office used by public, etc)	1
2604 - 26003 - Fraud - Impersonation	1
2609 - 26003 - Fraud - Identity Theft	1
2699 - 26001 - Fraud (Other)	1
2902 - 29000 - Damage to Property - Private Property	2
2995 - 29000 - Damage to Property - Destruction of Tombs and Memorials	1
5212 - 52001 - Concealed Weapons - Possession of Weapon	1
5399 - 53002 - Public Peace (Other)	1
8013 - 54001 - Motor Vehicle Accident - Failed to Report Accident	1
8271 - 54003 - Traffic - No Operators License	1
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	2
8277 - 54003 - Traffic - Registration Law Violations	2
8280 - 54003 - Traffic - No Proof of Insurance	1
9910 - 93001 - Traffic, Non-Criminal - Accident	14
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	6
9937 - 97006 - Other Non-Criminal Accidents - All Other	1
9943 - 98007 - Inspections/Investigations - Suspicious Situations	1
9947 - 99002 - Miscellaneous - Natural Death	2
9954 - 99009 - Miscellaneous - Non-Criminal	1
Total:	44

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK
PERIOD ENDING 02/29/2016

GL NUMBER	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - General Fund:				
TOTAL REVENUES	2,259,665.33	1,861,095.77	398,569.56	82.36
TOTAL EXPENDITURES	2,259,665.33	1,450,760.27	808,905.06	64.20
NET OF REVENUES & EXPENDITURES	0.00			
Fund 202 - Major Street Fund:				
TOTAL REVENUES	1,830,486.00	308,699.91	1,521,786.09	16.86
TOTAL EXPENDITURES	2,105,240.00	455,615.66	1,649,624.34	21.64
NET OF REVENUES & EXPENDITURES	(274,754.00)			
Fund 203 - Local Street Fund:				
TOTAL REVENUES	219,360.00	131,520.74	87,839.26	59.96
TOTAL EXPENDITURES	188,295.80	75,872.17	112,423.63	40.29
NET OF REVENUES & EXPENDITURES	31,064.20			
Fund 226 - Garbage Fund:				
TOTAL REVENUES	384,557.00	363,027.43	21,529.57	94.40
TOTAL EXPENDITURES	416,709.03	226,031.97	190,677.06	54.24
NET OF REVENUES & EXPENDITURES	(32,152.03)			
Fund 248 - Downtown Development Fund:				
TOTAL REVENUES	45,750.00	45,759.83	(9.83)	100.02
TOTAL EXPENDITURES	36,768.00	9,181.60	27,586.40	24.97
NET OF REVENUES & EXPENDITURES	8,982.00			
Fund 265 - Drug Enforcement Fund:				
TOTAL REVENUES	7,851.00	6,900.47	950.53	87.89
TOTAL EXPENDITURES	9,251.00	9,813.26	(562.26)	106.08
NET OF REVENUES & EXPENDITURES	(1,400.00)			
Fund 350 - City Hall Debt Fund:				
TOTAL REVENUES	103,020.00	102,827.25	192.75	99.81
TOTAL EXPENDITURES	103,020.00	13,315.00	89,705.00	12.92
NET OF REVENUES & EXPENDITURES	0.00			
Fund 402 - Fire Equip Replacement Fund:				
TOTAL REVENUES	30,060.00	30,041.56	18.44	99.94
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	30,060.00			

**REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK
PERIOD ENDING 02/29/2016**

GL NUMBER	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - Water Supply Fund:				
TOTAL REVENUES	1,830,676.06	901,990.56	928,685.50	49.27
TOTAL EXPENDITURES	2,104,892.14	1,112,891.39	992,000.75	52.87
NET OF REVENUES & EXPENDITURES	(274,216.08)			
				" INCLUDES \$189,00 IN DEPRECIATION EXPENSE
Fund 591 - Sanitary Sewer Fund:				
TOTAL REVENUES	1,292,580.25	638,519.00	654,061.25	49.40
TOTAL EXPENDITURES	1,513,248.08	680,155.67	833,092.41	44.95
NET OF REVENUES & EXPENDITURES	(220,667.83)			
				" INCLUDES \$242,00 IN DEPRECIATION EXPENSE
Fund 661 - Motor Pool Fund				
TOTAL REVENUES	283,465.00	175,296.85	108,168.15	61.84
TOTAL EXPENDITURES	281,848.60	112,238.03	169,610.57	39.82
NET OF REVENUES & EXPENDITURES	1,616.40			
Fund 865 - Sidewalks:				
TOTAL REVENUES	10,000.00	625.00	9,375.00	6.25
TOTAL EXPENDITURES	9,500.00	990.00	8,510.00	10.42
NET OF REVENUES & EXPENDITURES	500.00			
Fund 866 - Weed Fund:				
TOTAL REVENUES	7,800.00	6,460.00	1,340.00	82.82
TOTAL EXPENDITURES	1,640.00	890.00	750.00	54.27
NET OF REVENUES & EXPENDITURES	6,160.00			
Fund 871 - Sewer Special Assessment Fd:				
TOTAL REVENUES	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	3,650.25	3,650.25	0.00	100.00
NET OF REVENUES & EXPENDITURES	(3,650.25)			

DPS ACTIVITY FEBRUARY 2016

	<u>REGULAR</u>	<u>HOLIDAY</u>	<u>VACATION</u>	<u>ABSENT</u>	<u>OT</u>	<u>DT</u>
101 GENERAL FUND						
262.0 ELECTIONS	4.00	0.23		0.12		
345.0 P S BLDG	23.08	1.60		0.23		
781.0 AMPHI-PARK						
782.0 WINSHALL PARK	5.56	0.36		0.04		
783.0 ELMS PARK	13.16	0.75				
784.0 BICENT. PARK						
790.0 SENIOR CENTER/LIBRARY	26.08	1.43		0.45		
793.0 CITY HALL	12.76	0.94		0.09		
794.0 COMM PROMO	2.00			0.05		
796.0 CEMETERY						
202 MAJOR STREET FUND						
429.0 SAFETY						
441.0 PARK & RIDE	6.00	0.22		0.15		
463.0 STREET MAIN	15.00	0.76		0.52		
474.0 TRAFFIC	7.00	0.45		0.27		
478.0 SNOW & ICE	42.00	3.64		1.34	15.00	
482.0 ADMIN	12.16	0.64				
203 LOCAL STREET FUND						
429.0 SAFETY						
463.0 STREET MAIN	78.00	4.47		1.24		
474.0 TRAFFIC	20.50	0.67		0.38		
478.0 SNOW & ICE	52.50	4.85		0.67	7.00	
482.0 ADMIN	3.80	0.20				
226 GARBAGE FUND						
528.0 COLLECT	6.56	0.35		0.07		
530.0 WOODCHIPPING	4.56	0.24				
782.0 WINSHALL PARK GARBAGE						
783.0 ELMS PARK GARBAGE	3.50	0.22		0.03		
793.0 CITY HALL	2.05	0.18		0.02		
590 WATER						
540.0 WATER SYSTEM	260.60	9.47		13.07	9.00	
540.0 WATER-ON CALL	4.00	0.21		0.10		
542.0 READ & BILL	10.75	0.53		0.34		
793.0 CITY HALL	5.13	0.45		0.06		
591 SEWER						
536.0 SEWER SYSTEM	54.60	2.95		0.34		
536.0 SEWER-ON CALL	4.00	0.21		0.10		
537.0 LIFT STATION	13.00	0.55		0.60		
542.0 READ & BILL	10.75	0.53		0.34		
793.0 CITY HALL	5.12	0.45		0.06		
661 MOTOR POOL FUND						
795.0 CITY GARAGE	38.28	2.45		0.82		
DAILY HOURS TOTAL	746.50	40.00	0.00	21.50	31.00	0.00

**Public Works
Monthly Work Orders**

03/02/16

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
FNRD16-0973 COMPLETED	MO10-004318-0000-03	BOROS, RONALD & DIANE 4318 MORRISH RD	02/01/16 02/01/16	FINAL READ
WOFF16-1422 COMPLETED	MO10-005070-0000-01	PAVLICA, LINDA JEAN 5070 MORRISH RD	02/02/16 02/02/16	WATER TURN OFF
MNT16-0216 COMPLETED	CI10-008100-0000-01	PUBLIC SAFETY BUILDING 8100 CIVIC DR	02/02/16 02/02/16	BUILDING MAINTENA
WMBK16-0064 COMPLETED	WI10-005414-0000-03	ORVIS, JACQUELINE 5414 WINSHALL DR	02/02/16 02/02/16	WATER MAIN BREAK
FNRD16-0976 COMPLETED	HA20-000091-0000-01	MASLAK, JEANNE 91 HAMILTON DR	02/03/16 02/03/16	FINAL READ
TRDN16-0061 COMPLETED	MO10-005116-0000-09	KRAUSE, TERA 5116 MORRISH RD	02/04/16 02/04/16	TREE-TAKE DOWN
FNRD16-0977 COMPLETED	SO10-000052-0000-03	ROSE, CATRINA 52 SOMERSET DR	02/04/16 02/04/16	FINAL READ
GWO16-0340 COMPLETED	CA10-008336-0000-01	SWARTZ CREEK SCHOOLS- WAREHO 8336 CAPPY LN	02/04/16 02/04/16	GENERIC WORK ORDE
STRT16-0065 COMPLETED	NO10-009111-0000-01	TANNER, JACK 9111 NORBURY DR	02/05/16 02/05/16	STREET REPAIR
FNRD16-0966 COMPLETED	BR20-006427-0000-02	FANNIE MAE 6427 BRISTOL RD	02/08/16 02/09/16	FINAL READ
FNRD16-0978 COMPLETED	WI10-005304-0000-06	CUNNINGHAM PROPERTY 5304 WINSHALL DR	02/08/16 02/09/16	FINAL READ
DRAN16-0038 COMPLETED	SC20-005098-0000-01	SEMARK, ELEANOR 5098 SCHOOL ST	02/08/16 02/08/16	STORM DRAINS
WTON16-0902 COMPLETED	MO10-005170-0000-03	HUD 5170 MORRISH RD	02/08/16 02/10/16	WATER TURN ON
BXRP16-0108 COMPLETED	MO10-005170-0000-03	HUD 5170 MORRISH RD	02/09/16 02/10/16	CURB BOX REPAIR
CBOX REP COMPLETED	OA10-005131-0000-01	LINK, ROLAND 5131 OAKVIEW DR	02/09/16 02/11/16	CURB BOX REPAIR
FNRD16-0979 COMPLETED	CA10-008390-0000-01	DEVORE, VICKY 8390 CAPPY LN	02/10/16 02/10/16	FINAL READ
WTON16-0903 COMPLETED	GR10-005180-0000-05	WELLS FARGO 5180 GREENLEAF DR	02/12/16 02/12/16	WATER TURN ON
FNRD16-0980 COMPLETED	EL10-004056-0000-11	RILEY CUSTOM HOMES 4056 ELMS RD	02/16/16 02/16/16	FINAL READ
FNRD16-0981 COMPLETED	IN10-008096-0000-02	WILL, BRIAN 8096 INGALLS ST	02/17/16 02/17/16	FINAL READ
WTON16-0904 COMPLETED	OA10-005131-0000-01	LINK, ROLAND 5131 OAKVIEW DR	02/17/16 02/17/16	WATER TURN ON March 14, 2016

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
WOFF16-1424 COMPLETED	OA10-005131-0000-01	LINK, ROLAND 5131 OAKVIEW DR	02/17/16 02/17/16	WATER TURN OFF
FNRD16-0982 COMPLETED	BR10-005071-0000-04	FOWLER, ROY R SR 5071 BRADY ST	02/19/16 02/19/16	FINAL READ
WBKU16-0043 COMPLETED	WO10-005345-0000-02	HANSEN, CYNTHIA 5345 WORCHESTER DR	02/19/16 02/19/16	WATER BACK UP-CHE
FLAG16-0132	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	02/22/16	LOWER/RAISE FLAG
LNDS16-0109 COMPLETED	MO10-005170-0000-03	HUD 5170 MORRISH RD	02/23/16 02/22/16	LANDSCAPING
GWO16-0341 COMPLETED	MA20-008012-0000-04	IDEAL HOMES & REALTY 8012 MAPLE ST	02/23/16 02/23/16	GENERIC WORK ORDE
WOFF16-1425 CANCELLED	CA10-008390-0000-01	DEVORE, VICKY 8390 CAPPY LN	02/25/16	WATER TURN OFF
BXRP16-0109	WI20-005073-0000-02	JOHNSON, DAVID 5073 WINSTON DR	02/29/16	CURB BOX REPAIR

Total Records: 28

Report Generated: 3/2/2016 1:31 PM

Report Options: Scheduled From: 2/1/2016 To: 2/29/2016

February 2016	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#7-15 4WD gas	493		101.7		
#3-08 P/U 4WD gas	806		97.0		
09-03 P/U 4WD diesel	936				45.6
#2-08 P/U 4WD gas	613		87.0		
#6-00 BACKHOE diesel					35.0
#11 DUMP gas					
#12-02 DUMP diesel	581				167.2
#12-04 DUMP diesel	517				137.0
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					16.0
#19 JD TRACTOR diesel					
#06-99 BUCKET TRUCK gas					
#21 WOOD CHIPPER diesel					
#807 STREET SWEEPER diesel					
#42 ASPHALT HEATER diesel					13.0
#37 TRAIL ARROW					
#10-15 GEN gas					
S-10					
TOTAL					

DPS Equipment Rental
 January 2016
 Page 1

Nature Of Work	DPS #	4WD 7-15, 3-08, 09-03, 2-08	7-15, 3-08, 09-03a w/plow	2WD S-10	JCB Backhoe 06-00	Backhoe w/breaker 06-00a	Bucket Truck 6-99	Brush Hog 09-02	Dump 11	Dump w/plow 11a	Dump 12-02	Dump w/plow 12-02a	Dump 12-04	Dump w/plow 12-04a
101.262 Elections	1													
101.450 Forestry	2													
101.781 Paltas Amphi	3													
101.782 Winshall Pk	4	8.08												
101.783 Elms Pk	5	23.88												
101.784 Bicentennial Pk	6													
101.790 Sen Cr./Lib	7	26.94												
101.345 PS Bldg	8	27.44									1			
101.793 City Hall	9	30.08												
101.794 Comm Promo	10													
661.795 City Garage	28	4.54												
101.796 City Cem	11	1												
202.463 Maint. Major	12	9											2	
202.474 Traffic-Major	13	8												
202.478 Snow/Ice-Maj	14	19	26.5								32.5		8.5	8
202.482 Major-Admin	15	18.88												
203.463 Maint-Local	16	34											2	
203.474 Traffic-Local	17	8												
203.478 Snow/Ice-Local	18	21.5	14								43		7	8
203.482 Local-Admin	19	5.9												
226.528 Waste Collect	20	9.08												
226.530 Woodchipping	21	7.08												
590.540 Water System	24	165.3			6						8		11	
590.542 Water-Read/Bill	27 1/2	9.25												
591.536 Sewer System	25	78.8												
591.537 Sewer Lift Stat	26	12												
226.782 Winshall Pk Gbg	22													
226.783 Elms Pk Gbg	23	2												
591.542 Sewer Read/Bill	27 1/2	9.25												
Total		539	40.5	0	6	0	0	0	0	0	84.5	0	30.5	16

DPS Equipment Rental
 January 2016
 Page 2

Nature Of Work	Portable Generator	Case Backhoe	Sweeper	Tractor J-D	Chipper	Asphalt Heater #42	Arrow Board	Trailer	Roller	Pressure Washer	Post Hole Digger	3" Utility Pump 01-98	open
101.262 Elections	1												
101.450 Forestry	2												
101.781 Paltas Amphi	3												
101.782 Winshall Pk	4												
101.783 Elms Pk	5												
101.784 Bicentennial Pk	6												
101.790 Sen Ctr/Lib	7												
101.345 PS Bldg	8												
101.793 City Hall	9	1											
101.794 Comm Promo	10												
661.795 City Garage	28	1											
101.796 City Cem	11												
202.463 Maint. Major	12					3							
202.474 Traffic-Major	13												
202.478 Snow/Ice-Maj	14	4											
202.482 Major-Admin	15												
203.463 Maint-Local	16					18							
203.474 Traffic-Local	17												
203.478 Snow/Ice-Local	18	4											
203.482 Local-Admin	19												
226.528 Wast Collect	20												
226.530 Woodchipping	21												
590.540 Water System	24	9											
590.542 Water-Read/Bill	27 1/2												
591.536 Sewer System	25												
591.537 Sewer Lift Stat	26												
Total	0	19	0	0	0	21	0	0	0	0	0	0	0

03/03/2016

CHECK REGISTER FOR CITY OF SWARTZ CREEK

CHECK DATE FROM 02/01/2016 - 02/29/2016

Check Date	Check	Vendor Name	Description	Amount
			highlighted amount is total for that vendor	
Bank GEN CONSOLIDATED ACCOUNT				
02/04/2016	1(S)	MICHIGAN METER TECHNOLOGY GRP. INC	2" METER STRAINER	402.00
			R900I ECODER	187.19
			R900I ECODER (6)	1,188.00
			R900(6)/RETURN R900(6)/RETURN STRAINER(3	(1,777.19)
				<u>0.00</u>
02/04/2016	41619	A+ SUPPLY CO INC	30 AMP POWER BOX/TWIST LOCK CONN	104.07
02/04/2016	41620	ALLIED RENT-ALL	ARROW BOARD/14" ABRASIVE METER FERR	625.90
02/04/2016	41621	ARROW UNIFORM RENTAL	MATS, SUPPLIES	31.82
			UNIFORMS, MATS, SUPPLIES, ENV.	101.13
				<u>132.95</u>
02/04/2016	41622	BS & A SOFTWARE	ANNUAL MNTC BLDG/FIXED ASSETS 2/1/16-2/1	1,630.00
02/04/2016	41623	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES DEC 2015	3,309.75
02/04/2016	41624	CITY OF SWARTZ CREEK	PETTY CASH REIMBURSEMENT	148.96
02/04/2016	41625	COMCAST BUSINESS	2/1-2/29/16 PUBLIC SAFETY BLDG	149.80
02/04/2016	41626	CONSUMERS ENERGY	12/4-1/6/16 A 8301 CAPPY LN	382.92
02/04/2016	41627	DETROIT SALT COMPANY	ROAD SALT AT 59.83 PER TON	3,318.17
02/04/2016	41628	FAMILY FARM AND HOME INC	WNDSHLD WSHR SLVNT(6)/HAMMER/STRT FLUID	24.32
02/04/2016	41629	GILL ROYS HARDWARE	OFFICE SUPPLIES	7.99
			USB CABLE	9.99
			NUTS, BOLTS, SCREWS	2.19
			SURVEY STAKE	7.74
			SNOW AUGER BELT/EXT SPRING	27.58
			SNOW AUGER BELT	22.99
			NUTS, BOLTS, SCREWS	0.60
			HAND SOAP (3)/BOWL CLEANER (3)	14.94
			NIPPLE/NUTS,BLTS,SCRWS(6)/CONCTR(2)/FLAR	58.93
			12 PK JERSEY GLOVES	8.99
			2 PK 9V BATTERY	8.99
			OIL NOZZLE	14.49
			4 X 2 BLK ADHSIVE FASTENER	4.79
			CLEANING SUPPLIES	32.89
			RETURN USB CABLE	(9.99)
			JANUARY 2016 DISCOUNT	(20.74)
				<u>192.37</u>
02/04/2016	41630	HYDRO DESIGNS INC	JAN-MARCH 2016 WTR CROSS CONN CTRL AND C	855.00
02/04/2016	41631	INTEGRITY BUSINESS SOLUTIONS	TOWELS (2)	63.92
02/04/2016	41632	MARY W GABRIZ	REFUND OVRPMT 1500006113 1500006179 1500	13.95
02/04/2016	41633	MICHIGAN PIPE AND VALVE	CAST COUP MULTI RANGE (4)	636.35
			METER VALVE (16)	659.74
			WATER METER PARTS	436.36
				<u>1,732.45</u>
02/04/2016	41634	ROWE PROFESSIONAL SERVICES CO	DESIGN AND BIDDING SERVICES FOR CAPPY LI	2,758.50
			WATER SYSTEM GENERAL PLAN	270.00

				3,028.50
02/04/2016	41635	ROWE PROFESSIONAL SERVICES CO	DESIGN ENG FAIRCHILD/WINSTON WATERMAIN	392.50
02/04/2016	41636	ROWE PROFESSIONAL SERVICES CO	GRANT APP ELMS PARK	107.00
02/04/2016	41637	RWS OF MID MICHIGAN	JAN 2016 FY16 GARBAGE/RECYCLING/YARD WAS	20,847.36
02/04/2016	41638	SUBURBAN AUTO SUPPLY	REAR TURN SIGNAL	2.49
02/04/2016	41639	VERIZON WIRELESS	JAN 2015 MONTHLY INVOICE	392.72
02/11/2016	41640	ARROW UNIFORM RENTAL	MATS, SUPPLIES	31.82
			UNIFORMS, MATS, SUPPLIES, ENV.	101.13
				<u>132.95</u>
02/11/2016	41641	BRADYS BUSINESS SYSTEMS	COPY MACHINE MAINT AGRMNT 1/15-2/14/16	77.96
02/11/2016	41642	CHARTER TOWNSHIP OF MUNDY	COST SHARING AGREEMENT/POLICE DEPT	2,025.55
02/11/2016	41643	CONSUMERS ENERGY	1/1-1/31/16 STREET LIGHTS	8,056.10
02/11/2016	41644	CONSUMERS ENERGY	1/1-1/31/16 4524 MORRISH RD	38.93
02/11/2016	41645	CONSUMERS ENERGY	1/1-1/31/16 TRAFFIC LIGHTS	393.04
02/11/2016	41646	CONSUMERS ENERGY	1/1-1/31/16 SIRENS	26.10
02/11/2016	41647	CONSUMERS ENERGY	1/1-1/31/16 ELMS PARKING LOT	26.14
02/11/2016	41648	CONSUMERS ENERGY	1/7-2/3/16 A 9099 MILLER RD	32.32
02/11/2016	41649	CONSUMERS ENERGY	1/8-2/3/16 E 8095 CIVIC DR	914.61
02/11/2016	41650	CONSUMERS ENERGY	1/7-2/4/16 ADJ 5361 WINSHALL DR	22.59
02/11/2016	41651	CONSUMERS ENERGY	1/7-2/4/16 E 8301 CAPPY LN	381.56
02/11/2016	41652	CONSUMERS ENERGY	1/7-2/4/16 A 5257 WINSHALL DR	22.59
02/11/2016	41653	CONSUMERS ENERGY	1/8-2/3/16 E 8083 CIVIC DR	736.55
02/11/2016	41654	CONSUMERS ENERGY	1/8-2/3/16 E 5121 MORRISH RD	1,062.11
02/11/2016	41655	CONSUMERS ENERGY	1/7-2/4/16 A WINSHALL RESTROOMS	23.26
02/11/2016	41656	CONSUMERS ENERGY	1/8-2/3/16 E 8011 MILLER RD	29.92
02/11/2016	41657	CONSUMERS ENERGY	1/5-2/3/16 A 4510 MORRISH RD	35.18
02/11/2016	41658	CONSUMERS ENERGY	1/7-2/4/16 A 8499 MILLER RD	23.66
02/11/2016	41659	CONSUMERS ENERGY	1/8-2/3/16 E 8059 FORTINO	39.11
02/11/2016	41660	CONSUMERS ENERGY	1/8-2/3/16 E 8100 CIVIC DR	1,310.34
02/11/2016	41661	COOK, PRAY, REXROTH & ASSOC.	APPRAISAL PRELIM VALUATION CARRIAGE PLAZ	1,750.00
02/11/2016	41662	CREEK AUTO SERVICES LLC	MONTHLY MAINT & AIR FILTER	51.95
02/11/2016	41663	DAVID KRUEGER	SMALL CITIES MTG 2/3/16 DINNER/MILEAGE	27.25
02/11/2016	41664	FIDELITY SECURITY LIFE INSUR/EYEMED	FEB 2016 VISION-RETIRES (6)/COBRA (1)	36.01
02/11/2016	41665	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	5.00
02/11/2016	41666	GENESEE COUNTY 911 CONSORTIUM	LGNET CONN 911-LANSING/SOFTWARE/VPN	288.69
02/11/2016	41667	INTEGRITY BUSINESS SOLUTIONS	OFFICE SUPPLIES	225.66
02/11/2016	41668	JAMES NOLEN	FAX/CEMENT WORK AT FIRE STATION	2,922.00
02/11/2016	41669	JAMS MEDIA LLC	ORDIN 427 ZONING	126.80
02/11/2016	41670	JEFF PINKSTON PC	K-9 FOOD 3 BAGS	208.44
02/11/2016	41671	JEREMY J HART	REPLACE SPRINGS ON N. GARAGE DOOR	340.00
02/11/2016	41672	LANDMARK APPRAISAL CO	FEB 2016 ASSESSOR SERVICES OCT 2015 - JU	2,417.89
02/11/2016	41673	MICHAEL R SHUMAKER	SMALL CITIES MTG 2/3/16 DINNER	13.99
02/11/2016	41674	NYE UNIFORM	TIE TACKSS (5)	107.75
			SOFT SHELL JACKETS (4)	407.95
			SOFT SHELL JACKETS (5)	542.03
				<u>1,057.73</u>
02/11/2016	41675	OHM ADVISORS	MILLER-TALLMADGE TO DYE THRU 1/16/16	7,446.71
02/11/2016	41676	OHM ADVISORS	DESIGN & TRAFFIC MODEL SRVCS MORRISH/MIL	2,750.00
02/11/2016	41677	RICHARD ABRAMS	SMALL CITIES MTG 2/3/16 DINNER/MILEAGE	26.54
02/11/2016	41678	STATE OF MICHIGAN DEPT TRANS	SIGNAL ENERGY 7/1-9/30/15	44.78
02/11/2016	41679	SUPER FLITE OIL CO INC	1/1-1/31/16 FUEL USAGE - DPW	716.55
02/11/2016	41680	SUPER FLITE OIL CO INC	1/1-1/31/16 FUEL USAGE - POLICE	966.87
02/11/2016	41681	WELLS FARGO	REFUND OVRPMT MR INVOICE #1500006246	298.95

02/11/2016	41682	WINDER POLICE EQUIPMENT	1 GROSS OF ROAD FLARES	262.08
02/18/2016	41683	AMERICAN MESSAGING	FEB 2016 8108332563 8108331159	26.06
02/18/2016	41684	ARROW UNIFORM RENTAL	MATS, SUPPLIES	31.82
			UNIFORMS, MATS, SUPPLIES, ENV.	101.13
				<u>132.95</u>
02/18/2016	41685	BIO-SERV CORPORATION	PEST CONTROL/PUBLIC SAFETY BLDG	52.00
02/18/2016	41686	BLUE CARE NETWORK-EAST MI	MARCH 2016 RETIREE MED INS KELLY	697.10
			MARCH 2016 RETIREE MED INS O'BRIEN	1,234.31
			MARCH 2016 RETIREE MED INS SHANNON	727.92
			MARCH 2016 RETIREE MED INS CLOLINGER	1,254.22
			JAN-MARCH 2016 COBRA MED INS BUECHE	1,604.70
				<u>5,518.25</u>
02/18/2016	41687	CONNIE ESKEW	ADVANCE FOR ELECTION SUPP/FOOD PRES PRIM	150.00
02/18/2016	41688	CONSTRUCTION FASTENERS INC	12" CONE (10)/18" CONE (5)	145.35
02/18/2016	41689	CONSUMERS ENERGY	ELEC STREETLIGHTS- CIAC (10)	1,000.00
02/18/2016	41690	CONSUMERS ENERGY	1/10-2/6/16 A 4125 ELMS RD	32.99
02/18/2016	41691	CONSUMERS ENERGY	2/11-2/7/16 A 4125 ELMS RD PAVILION	25.78
02/18/2016	41692	CONSUMERS ENERGY	1/10-2/7/16 A 6425 MILLER PARK&RIDE	119.99
02/18/2016	41693	DEAN & FULKERSON PC	EMPLOYEE HANDBOOK	790.12
02/18/2016	41694	DELTA DENTAL PLAN	MARCH 2016 DENTAL-RETIREES (6)/COBRA (1)	401.58
02/18/2016	41695	DETROIT SALT COMPANY	ROAD SALT AT 59.83 PER TON	3,079.45
			ROAD SALT AT 59.83 PER TON	3,007.65
				<u>6,087.10</u>
02/18/2016	41696	DIESEL EQUIPMENT SALES & SERVICE	FUEL ADDITIVE (12)	84.84
02/18/2016	41697	GCGC	MEMBERSHIP DUES ESKEW/KORTH	40.00
02/18/2016	41698	GCGC	QTRLY MTC 3/3/16 AGUILAR/ESKEW/KORTH	45.00
02/18/2016	41699	GENESEE CTY DRAIN COMMISSIONER	2015 AT LARGE DRAIN ASSESSMENT	4,475.00
02/18/2016	41700	INTEGRITY BUSINESS SOLUTIONS	STAMP PAD	15.58
			STAMP PADS(4)/FNGRTP MSTNR/TONER	77.24
				<u>92.82</u>
02/18/2016	41701	MICHIGAN PIPE AND VALVE	WATER BOX	51.81
02/18/2016	41702	MICHIGAN STATE POLICE	SRMS RECORDS SYSTEM MSP 10/1/15-9/30/16	2,106.00
02/18/2016	41703	MID MICHIGAN MANUFACTURING	JETTED EDGE DRAIN WINSHALL DR	437.50
02/18/2016	41704	MY-CAN LLC	PORTAJON RENTAL ELMS PARK 1/22-2/19/16	90.00
02/18/2016	41705	PITNEY BOWES INC.	RENTAL CHARGES 11/30/15-2/28/16	158.34
02/18/2016	41706	PPSMG URGENT MEDICAL CARE PLLC	R GARDNER 10/28/15	75.00
02/18/2016	41707	SIMEN FIGURA & PARKER PLC	EML/JAN 2016 GEN'L TRAFFIC/ORDIN	2,562.00
02/18/2016	41708	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING	192.00
02/18/2016	41709	SUBURBAN AUTO SUPPLY	MECH CREEPER	53.99
02/18/2016	41710	SWARTZ CREEK AREA SENIOR CITZ.	CDBG FINAL REIMB FEB 2016	148.05
02/18/2016	41711	SWARTZ CREEK SCHOOLS	10 CASES OF COPY PAPER	242.30
02/18/2016	41712	VILLAGE CLEANERS	UNIFORM CLEANING JAN 2016	91.50
02/25/2016	41713	ACE-SAGINAW PAVING COMPANY	COLD PATCH	869.66
02/25/2016	41714	ARROW UNIFORM RENTAL	MATS, SUPPLIES	31.82
			UNIFORMS, MATS, SUPPLIES, ENV.	115.43
				<u>147.25</u>
02/25/2016	41715	BETTY SHANNON	FEB-MARCH 2016 PER CONTRACT REIMB	196.00
02/25/2016	41716	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES JAN 2016	3,073.25

02/25/2016	41717	COMCAST BUSINESS	2/26-3/25/16 CITY HALL	288.75
02/25/2016	41718	COOKS DIESEL RV & TRUCK REPAIR	REPAIRED DASH PANEL	80.00
02/25/2016	41719	CUNNINGHAM PROPERTIES	UB REFUND FOR 5304 WINSHALL	9.89
02/25/2016	41720	DIESEL EQUIPMENT SALES & SERVICE	FAX/DIESEL PUMP REPAIR	851.34
02/25/2016	41721	GEN CTY ROAD COMMISSION	HANDICAP SIGNS FOR PARKING LOTS	148.02
02/25/2016	41722	GEN CTY ROAD COMMISSION	JAN 2016 S-MTCE & OPERATIONS	286.94
02/25/2016	41723	GENESEE CTY DRAIN COMMISSIONER	WATER 12/30/15-1/27/16 2,116,400 CF	113,189.32
02/25/2016	41724	INTEGRITY BUSINESS SOLUTIONS	LAMINATE SHEETS 2 PK	77.18
			SHOE COVERS	48.99
				<u>126.17</u>
02/25/2016	41725	KCI	ASSESSMENT NOTICES 2016	441.09
02/25/2016	41726	MASON BURGESS TITLE AGENCY	UB REFUND FOR 4137 JENNIE	3.33
02/25/2016	41727	MICHIGAN PIPE AND VALVE	CRB STP/CRB BX/CRB BX LD/CRB BX RD/6EACH	710.02
02/25/2016	41728	MID STATES BOLT AND SCREW CO	PLOW BOLTS (40)/LOCKNUT (20)/PAN (6)	65.46
02/25/2016	41729	STATE OF MICHIGAN DEPT TRANS	LOCAL PROG BILLING MILLER-TALLMADGE TO D	1,079.92
02/25/2016	41730	STATE OF MICHIGAN-DEQ WTR	CAPPY LIFT STATION PROJECT PERMIT	100.00
02/25/2016	41731	SUBURBAN AUTO SUPPLY	8 OZ TUBELESS SLI	7.99
02/25/2016	41732	SWARTZ CREEK AREA FIRE DEPT.	JAN 2016 MONTHLY RUNS	2,176.53
02/25/2016	41733	TERRENCE T SHEROSKI	SNOW PLOWING/SHOVELING 2/9/16	290.00
02/25/2016	41734	UNITED METHODIST CHURCH -SW CK	MARCH PRESIDENTIAL PRIMARY	750.00
02/25/2016	41735	UNUM LIFE INSURANCE	RETIREE LIFE INS MARCH 16 CLOLNGR/SHANNO	20.25
02/25/2016	41736	WALDORF AND SONS INC	REPLACED WATERMAIN WINSHALL DR	3,860.00
02/25/2016	41737	WELLS FARGO	UB REFUND FOR 5180 GREENLEAF	34.48
GEN TOTALS:				
Total of 120 Checks:				229,083.54
Less 0 Void Checks:				<u>0.00</u>
Total of 120 Disbursements:				<u>229,083.54</u>

TIME:
OPENED AT: City Hall
10:04 AM

3-2-16

Opened by: *Cannie Eskew*
Witness: *Tom Sireek*

BID TABULATION SHEET

NAME AND ADDRESS OF BIDDER Phone # Council Packet	BID AMOUNT	REMARKS
<i>Curble 232-2121 P.O. Box 70 (David Wurtz) S.C. 48473</i>	<i>15,115.38</i>	
<i>Scodeller Const Inc #298 51722 Grand River 3174-1102</i>	<i>16,748.00</i>	
<i>Wilson, Mi 48393 Highway Maint & Const. Co. P.O. Box 74411</i>	<i>35,076.00</i>	
<i>Homulus Mi. 48174-0411 # 734-941-8885</i>		

CITY OF SWARTZ CREEK
ADVERTISEMENT FOR BIDS

2016 CRACK SEAL PROGRAM

Bids will be received by the City of Swartz Creek at the Paul D. Bueche Municipal Building, 8083 Civic Drive, Swartz Creek, MI 48473 until 10:00am local time on March 2, 2016 and then publicly opened and read for the following:

**Overband Crack Fill
2016 CRACK SEAL PROGRAM**

Bids shall be in accordance with the specifications, obtainable from the City of Swartz Creek. Bids shall be submitted upon the forms provided. Bids shall be submitted in sealed envelopes plainly marked on the outside as to their contents. The City of Swartz Creek reserves the right to reject any and all bids and waive any defects and accept the bid which in their opinion is in the best interests of the City of Swartz Creek.

City of Swartz Creek
2016 Crack Sealing
Log of Project

Project Location

The project is located in the City of Swartz Creek

Below is a list of the roads which are included in this project:

Morrish Road (I-69 to S. City Limits)	1.04 mile
Elms Road (N. City Limits to Miller Road)	0.80 miles
Miller Road (Morrish Road to Seymour Road)	1.32 miles

Total Project Length = 3.16 +/- miles

Description of Work

The work includes the placement of overband crack fill surface treatment along the roadways identified above. All of this work shall be completed in accordance with section 502 of the Michigan Department of Transportation's 2012 Standard Specifications for Construction. The crack filling material shall be field blended.

Through, local, and emergency traffic shall be maintained at all times during construction.

Schedule

The roads identified shall be completed and ready for final payment by August 26, 2016.

PROPOSAL
CITY OF SWARTZ CREEK
2016 CRACK SEAL PROGRAM

The bidder agrees to furnish all plant, labor, equipment and materials in accordance with the Advertisement, and Specifications for the following unit prices and terms.

<u>ITEM</u>	<u>UNIT</u>	<u>QTY</u>	<u>UNIT PRICE</u>	<u>TOTAL AMOUNT</u>
Overband Crack Fill, Roadbed	Roadbed Mile	3.16	<u>0.90</u>	_____

**Unit price includes 16,685 lin ft.

TOTAL - - - - - \$ 15,115.38

The City of Swartz Creek reserves the right to reject any or all bids, waive defects, and accept the bid which, in their opinion, is in the best interests of the City of Swartz Creek.

Curbco, Inc. *David K. Wurtz*
Bidder (Company Name) By (Signature)

PO Box 70 David K. Wurtz
Address Name Printed or Typed

Swartz Creek MI 48473 Lead Estimator
City State Zip Title

810-232-2121 3/1/16
Telephone Date

810-232-2460 d.wurtz@curbco2121.com
FAX E-Mail

502.01

Section 502. HMA CRACK TREATMENT

502.01. Description. This work consists of treating cracks in Hot Mix Asphalt (HMA) surfaces using either a saw or rout and seal process or an overband process.

502.02. Materials. Provide materials in accordance with the following:

Hot Poured Joint Sealant.....	914
Asphalt Binder.....	904
Polyester Fibers.....	904

A. **Saw or Rout and Seal.** Provide hot-poured joint sealant that meets the requirements of subsection 914.04 for sealing sawn or routed cracks.

B. **Overband.** Provide overband material as specified in subsection 502.02.B.1 or subsection 502.02.B.2.

1. **Overband (Alternate 1).** Provide a field-blended liquid mixture with the following characteristics and proportions:

- a. Performance graded asphalt binder PG 64-22 south of M-46 and PG 58-28 north of M-46;
- b. Asphalt rubber product selected from the Qualified Product List, 5 percent by weight; and
- c. Polyester fibers, 5 percent by weight.

If using field mixed material, add the polyester fibers to the polymer modified asphalt cement and mix in the kettle. Do not allow field mix material to exceed 400 °F.

2. **Overband (Alternate 2).** Provide an asphalt rubber product selected from the Qualified Product List. Do not allow prepackaged material to exceed 400 °F.

502.03. Construction.

A. **Equipment.** Provide equipment, in accordance with section 107 and this subsection, capable of meeting the requirements of this subsection.

1. **Compressed Air System.** Provide and use a compressed air system that produces a continuous, high-volume, high-pressure stream of clean, dry air to prepare cracks. Equip the air compressor with a moisture separator to remove oil and water from the air supply. Provide a compressor capable of producing at least 100 psi at a continuous air flow of 150 cfm.

2. **Melter Applicator.** Provide a melter applicator consisting of a boiler kettle equipped with pressure pump, hose, and applicator wand. Equip the unit with the following:
 - a. Shutoff control on the applicator hose;
 - b. Mechanical full-sweep agitator in the kettle to provide continuous blending;
 - c. Thermometers to monitor the material temperature and the heating oil temperature; and
 - d. Thermostatic controls that allow the operator to regulate material temperature up to 425 °F.
3. **Application Wand.** Apply the material using either a wand followed by a V-shaped or U-shaped squeegee or a round application head with a concave underside.
- B. **Pre-Production Meeting.** Before beginning work, conduct an on-site pre-production meeting with the Engineer to discuss the following:
 1. Contractor's detailed work schedule,
 2. Traffic control plan,
 3. Required project documentation,
 4. Inspection of the condition of equipment,
 5. The Contractor's Quality Control (QC) Plan, and
 6. The Contractor's designated Authorized Representative.
- C. **Crack Preparation.** Clean and dry cracks using compressed air and other tools to remove loose dirt, vegetation, and deleterious material. Clean cracks no more than 10 minutes before filling.
- D. **Crack Treatment Methods.**
 1. **Saw or Rout and Seal.** Treat visible working cracks no greater than 1¼ inches wide in the pavement surface using the saw or rout and seal process. Treat working cracks in shoulders unless otherwise required. The Department defines working cracks as cracks that experience considerable horizontal or vertical movement, at least ¼ inch, as a result of temperature change or traffic loading.

Create a reservoir by sawing or routing along the crack. Create the reservoir to a volume of at least 7.5 cubic inches per foot of crack and with a 1:1 width to depth ratio. Ensure the finished reservoir walls are vertical and the reservoir bottom is flat. Place sealant flush or no greater than ¼ inch below the pavement surface.
 2. **Overband.** The Contractor may treat non-working cracks with material placed in an overband configuration. The Department defines non-working cracks as cracks that experience relatively little

502.03

horizontal or vertical movement, less than ¼ inch, as a result of temperature change or traffic loading.

Apply overband material to clean, dry cracks. Apply overband 4 inches wide and from ¼ inch to ⅜ inch thick.

The Contractor may increase the maximum application width to 6 inches for coverage of multiple cracks, with Engineer's prior written approval.

Place temporary pavement markings before opening the road to traffic if overband material obliterates existing pavement markings.

Apply overband as follows unless otherwise required:

- a. **Stand Alone Overband Crack Fill.** If no other surface treatment is required on the pavement, fill visible cracks in the road less than 1¼ inch wide.
 - b. **Micro-Surfacing Preparation.** If preparing the pavement for a micro-surface overlay, fill visible cracks in the road less than 1¼ inch wide.
 - c. **Chip Seal Preparation.** If preparing the pavement surface for a single or double chip seal, fill cracks greater than ¼ inch wide or 3 feet long. Seal cracks with varying widths and portions at least ¼ inch wide, along the entire length.
 - d. **Paver Placed Surface Seal.** If preparing the pavement for a paver placed surface seal, fill cracks with widths from ¼ inch to 1¼ inch.
 - e. **HMA Ultra-Thin Overlay.** If preparing the pavement for an HMA ultra-thin overlay, fill visible cracks less than 1¼ inch wide.
- E. **Weather Limitations.** Place material at air temperatures from 45 °F to 85 °F. Do not place material if moisture is present in the crack.
- F. **Cure Time and Repair.** Allow the material to cool before opening the road to traffic. Apply de-tackifying solution, if required, to protect the uncured crack treatment material from tracking. Do not use blotting materials, including sand, aggregate, sawdust, or paper. Repair treated pavement areas, damaged by traffic at no additional cost to the Department.
- G. **Quality Control (QC).** Provide and follow a QC plan for production and construction processes. Provide the Engineer a copy of the QC plan for review and approval, prior to the pre-production meeting. Maintain QC measures until the Engineer accepts the work.

Comply with the approved QC plan throughout the project and allow the Engineer access to work in progress for assurance review and testing. If the Engineer identifies a condition causing unsatisfactory crack treatment, immediately stop production and correct the work at no additional cost to the Department.

Ensure the QC plan addresses at least the following:

1. A detailed description explaining how field crews will determine working and non-working cracks. Separately detail projects with multiple pavement sections.
2. The sealant material and equipment used to heat, handle, and apply sealant material in accordance with the manufacturer's specifications. Provide the material manufacturer's specifications to the Engineer upon request.
3. Reservoir configuration for the saw or rout and seal operation.
4. Procedures for crack cleaning.
5. Replacement criteria for cutting tools.
6. Controls implemented to ensure flying dust and debris is not directed toward adjacent traveled lanes, pedestrians, parked vehicles, or buildings.
7. An action plan for adjusting crack sealing operations to address actual environmental conditions if adverse environmental conditions occur.
8. Proposed procedure for monitoring the work to ensure acceptance requirements are met.

H. **Acceptance.** Upon completion of work, schedule an inspection with the Engineer. The Engineer will note deficiencies, including areas exhibiting adhesion failure, cohesion failure, missed cracks, or other factors the Engineer determines unacceptable. Correct work the Engineer identifies as unacceptable. Notify the Engineer upon completion of required corrective work.

502.04. Measurement and Payment.

Pay Item	Pay Unit
Overband Crack Fill, Roadbed	Roadbed Mile
Overband Crack Fill, Ramp	Roadbed Mile
HMA Crack Treatment, Roadbed	Roadbed Mile
HMA Crack Treatment, Ramp	Roadbed Mile

A. **Overband Crack Fill.** The Engineer will measure **Overband Crack Fill, Roadbed** along the roadway centerline. This measurement includes traffic lanes, paved shoulders, auxiliary lanes, and ramps to the

502.04

2-foot gore point. For divided highways, the Engineer will measure the roadway separately in each direction.

The Engineer will measure **Overband Crack Fill, Ramp** along the ramp centerline beginning at the 2-foot gore point.

The unit prices for **Overband Crack Fill**, of the type required, include the cost of preparing and filling cracks using the overband method, providing the required documentation, corrective work, and temporary traffic markings.

B. HMA Crack Treatment. The Engineer will measure **HMA Crack Treatment, Roadbed** along the roadway centerline. This measurement includes traffic lanes, paved shoulders, auxiliary lanes, and ramps to the 2-foot gore point. For divided highways, the Engineer will measure the roadway separately in each direction.

The unit price for **HMA Crack Treatment, Roadbed** includes the cost of preparing, filling, and sealing the cracks, including treating working cracks with the saw or rout and seal method, and treating non-working cracks with the overband method.

The Engineer will measure **HMA Crack Treatment, Ramp** along the ramp centerline beginning at the 2-foot gore point.

The unit price for **HMA Crack Treatment, Ramp** includes the cost of preparing, filling, and sealing the cracks, including treating working cracks with the saw or rout and seal method, and treating non-working cracks with the overband method.

AMENDMENT TO AGREEMENT FOR JOINT SERVICES

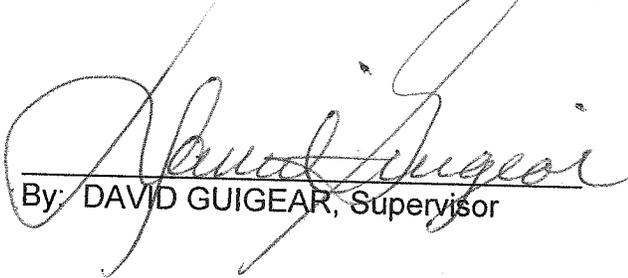
THIS IS AN AMENDMENT TO THE AGREEMENT, between the CITY OF SWARTZ CREEK ("City"), and the CHARTER TOWNSHIP OF MUNDY ("Township") executed on February 13, 2014 and February 19, 2014.

The Mundy Township Building Inspector shall, in addition to the prior enumerated duties, shall also perform up to ten (10) rental inspections per month for the City. The Township shall be compensated for all time spent by the Building Inspector doing such inspections at the rate of Forty Seven and 27/100 Dollars (\$47.27) per hour. This shall be in addition to the duties listed in the original Agreement that this Agreement amends.

The City shall not utilize the Township Building Inspector for any functions other than as set forth in this Agreement and the original Agreement.

THE CHARTER TOWNSHIP OF MUNDY

THE CITY OF SWARTZ CREEK


By: DAVID GUIGEAR, Supervisor

By: ADAM ZETTEL, City Administrator

Dated: February 23, 2016

Dated: _____

Prepared By:
F. JACK BELZER (P23306)
Attorney at Law
3153 W. Hill Road
Flint, MI 48507
(810) 234-3300