

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, September 14, 2020, 7:00 P.M.
Abrams Park, Pavilion #2 (By Restrooms), Swartz Creek, Michigan 48473**

1. **CALL TO ORDER**
2. **INVOCATION:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
4A. Council Meeting of August 24, 2020 MOTION Pg. 22
5. **APPROVE AGENDA:**
5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
6A. City Manager's Report MOTION Pg. 3
6B. Staff Reports & Meeting Minutes Pg. 41
6C. Updated Rental Inspection Program Documents Pg. 77
6D. Bid Prices & Estimate for Road Paint Services Pg. 85
7. **MEETING OPENED TO THE PUBLIC:**
7A. General Public Comments
8. **COUNCIL BUSINESS:**
8A. Condemnation Initiation RESO Pg. 16
8B. Rental Ordinance Amendment #450 RESO Pg. 17
8C. Pavement Marking Cooperative Bid RESO Pg. 20
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 21

Next Month Calendar

ZBA Board:	Wednesday, September 16, 2020, 6:00 p.m., PDBMB (Tentative)
Fire Board:	Monday, September 21, 2020, 6:00 p.m., Public Safety Bldg (Virtual)
Metro Police Board:	Wednesday, September 23, 2020, 10:00 a.m., Metro HQ (Tentative)
City Council:	Monday, September 28, 2020, 7:00 p.m., PDBMB (PDBMB)
Planning Commission:	Tuesday, October 6, 2020, 7:00 p.m., PDBMB (Tentative)
Park Board:	Wednesday, October 7, 2020, 5:30 p.m., PDBMB (Tentative)
Downtown Development Authority:	Thursday, October 8, 2020, 6:00 p.m., PDBMB (Bicentennial Park)
City Council:	Monday, October 12, 2020, 7:00 p.m., PDBMB (PDBMB)

City of Swartz Creek Mission Statement

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

City of Swartz Creek Values

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

Honesty, Integrity and Fairness

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

Fiscal Responsibility

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

Public Service

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

Embrace Employee Diversity and Employee Contribution, Development and Safety

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

Expect Excellence

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

Respect the Dignity of Others

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

Promote Protective Thinking and Innovative Suggestions

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

City of Swartz Creek
CITY MANAGER'S REPORT
Regular Council Meeting of Monday, September 14, 2020 - 7:00 P.M.

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

FROM: Adam Zettel, City Manager

DATE: September 9, 2020

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

- ✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(No Change in Status)*
We have one appeal filed so far this year. It is a repeat appeal for an office at 5376 Miller Road. We may receive more since the state has extended the deadline to August 31st.

- ✓ **STREETS** *(See Individual Category)*
 - ✓ **2020-2023 TRAFFIC IMPROVEMENT PROGRAM (TIP)** *(No Change in Status)*
Morrish Road is slated for 2022 federal funding. Note that the total scope of the project is around \$1,050,000, with 20% being the city's contribution.

The city has committed the match portion to this project, which is 80-20. It is unclear what year this project will be undertaken, but we want it done subsequent to the USDA water main work. This MAY span two construction seasons. We have put the engineers on notice regarding our desire to widen Paul Fortino to the north so that a left turn lane may be added. This will occur whether or not the townhome project proceeds.

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

We will proceed with repairing and capping the final segment of Heritage Village per the plan noted in the August 24 City Council Packet.

Street demolition for impacted areas has commenced. This is the toughest phase for residents concerning noise, dust, and access. Concrete work, base installation, and asphalt will follow in phases.

The previous report follows. Crews are mobilized for this year's projects! Due to the scale of the project, we anticipate completing:

Chelmsford from Winston to Daval
Oakview from Winston to Daval
Winston from Chesterfield to Oakview
Oxford Court

Chelmsford and Oakview (to Seymour) will be completed next year.

The city accepted the low bid by Glaeser Dawes for 2020 and 2021 work projects, including our street reconstruction projects. This is the company that completed the first three phases of the street/water main reconstruction projects in the city since 2017.

Lighting contracts with Consumers Energy have been approved.

Note that the street work is tied to the USDA projects as well.

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

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

Work is complete on the sewer collectors on the west end of downtown (Fairchild, McLain, Ingalls, Brady, Hayes, and Holland).

We will also be inspecting and cleaning areas of high fat, oil, and grease concentration in the system, such as Elms and Miller. We will be able to ascertain if we have any restaurant grease trap maintenance issues/enforcement to contend with.

We are still working to geo-locate sewer lines, manholes, and some services so we can map them and track maintenance data on GIS. The Genesee County Drain Commission has verbally committed to reimbursing the city for some of the work related to water and sewer, since they plan to use it from time to time. I do not have a figure at this time, but I expect it to be half of what is related to sanitary sewer and water line mapping.

Note that the most recent inspections are PACP compliant (Pipeline Assessment Certification Program). These inspections provide a GIS based video, along with standard pipe and maintenance scoring for use by state agencies and our assessment management planning efforts.

✓ **SEWER CAPACITY INITIATIVE** *(Update)*

We await the results of the Springbrook line televising. We will then know the exact layout, composition, and sizing of the system in question. The hope is that one key line is able to maintain a higher capacity than originally planned, thereby reducing the scope of work.

The previous report follows:

ROWE has a potential solution for the district three capacity problem. They recommend a by-pass of specific portions of the collection system that function as a choke point through the installation of a larger capacity sewer line. This will require a sizable construction effort, approaching \$500,000. It will also require cooperation with Springbrook Home Owners Association, the United Methodist Church, and the Masonic Lodge. I am hopeful all those property owners will be agreeable and have been communicating with all three groups, with positive feedback.

Rowe has begun their design. We would like to perform this work in 2021. Once crews can begin work, they will survey the area and prepare engineering documents that will get us to bid.

Concerning inflow and infiltration (I&I), the county met with communities about the current status and long term solutions for the sanitary sewer systems. This is something we have been actively reducing for years through manhole water proofing and pipe lining. However, there are still issues, and the higher levels of government are pushing hard to reduce I&I.

In pursuing the 'general permit' that is issued by EGLE, the county will be mandating targets for I&I reduction. We do not know what this will look like for our community since many things come into play, including the current wet weather ratio, the ability of surface water management to effectively remove water from problem areas, and the capacity of the county interceptor. A plan is expected to be crafted by 2022. I will keep the council informed.

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

Work is substantially complete on:

Oakview from Winston to Daval (Near complete)
Winston from Chesterfield to Oakview (Near complete)
Oxford Court (Near Complete)

Work is set to begin yet this summer on:

Miller from Tallmadge to Dye (Yet to start)
Bristol from Elms to Miller (Yet to start)

UPDATE: MAIN ON CHELMSFORD, FROM WINSTON TO DAVAL, IS NOT BEING REPLACED BECAUSE IT WAS REPLACED IN 2000.

Chelmsford and Oakview (to Seymour) will be completed next year, along with the remainder of the water main work, which will include Morrish Road from Fortino to I-69 and Miller from Raubinger to Elms.

Prior system report findings follow:

The Genesee County Drain Commission - Water and Waste Services Division Water Master Plan, indicates they are considering a northern loop to provide redundancy and stability to the system. This is good news since Gaines and Clayton Township rely on the overstressed Miller line. There is currently not any cost or participation information available. I will keep the council informed.

The city has been working with the county to abandon the Dye Road water main in the vicinity of the rail line. Note that we are holding this action pending the master plan review. This line is prone to breaks, which can be very costly and dangerous near the rail spur. The intention would be to connect our customers to the other side of the street, onto the county line. It appears the transition cost would be about

\$25,000. We will work with the county on this matter and report back on our findings.

✓ **HERITAGE VACANT LOTS** (*Update*)

The last of the lots acquired prior to the special assessment have been sold. We expect permits to be pulled for single family homes on them any day now. The city also has two more lots that were acquired through the tax reversion process.

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

The July newsletter should be in the mail by the time you receive this.

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

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

1. The city submitted another application for **DNR Trust funds for 2021 construction of the Genesee Valley Trail**. The MDOT grant is conditionally awarded. We seek to apply again for the Trust fund grant and combine this with the Safe Routes to School initiative for 2021 construction.
2. The **raceway has surrendered its 2020 race days due to a lack of beneficial state statutory changes**. They intend to use the site for thoroughbred horse racing. There is currently some pending legislation that could make this a reality, and they are optimistic. They held an equipment auction in late June.
3. Communities First has a purchase option for **Mary Crapo**. The zoning, site plan, and PILOT for the 40 unit building conversion have been approved by the city. The land purchase and state approvals are still pending. The park board recommends against the lease unless terms are dramatically improved to allow flexible public use. They have until 2/1/21 to make the purchase.
4. The **school bond** passed and many improvements are expected in 2020 throughout the district. Total investment for this effort will exceed \$50 million over two to three years. Work has commenced on Syring and Elms School, as well as the high school athletic complex. Plans are being submitted for the Middle School. The schools in the city are in a rigorous state of improvement at the moment. It also appears that the school will be adding a walking path on their high school campus that should be integrated with other pedestrian features.
5. **Street repair in 2020** is to include part of Chelmsford, the remainder of Winston, Oakview east of Daval, and Oxford Ct. We will be completing the remainder of Chelmsford and Oakview to Seymour in 2021. The city also has grants and loans for about **\$5 million in water main work** to occur between 2020 and 2022. COVID 19 may put a stop to some or all work efforts.
6. The **Applecreek Station** development of 48 townhomes is seeking final review by the county. These units range in size from 1,389 to 1,630 square feet, with garages. Construction will occur on vacant land in the back of the development, by Springbrook Colony. Site engineering plans have just been submitted by the owner. Rents are expected to be about \$1.00 per square foot (~ \$1,600 a month) which matches rents in Winchester Village. This project is on hold pending the sewer relief project.

7. The **Brewer Condo Project** was given site plan approval and tentative purchase agreement approval (July 22, 2019). This includes 15 townhome condos off Morrish Road in downtown. They are approximately 1,750 square feet, with two car garages and basements. A drainage solution has just been approved by the county. The developer indicates they may be able to start soon. They will be working to finalize the master deed and condominium documents so that the purchase agreement can be executed and the property transferred. The resolutions and agreement still enable this activity, despite the delay. If council members wish to revisit this, please let the council know. Otherwise, we hope to have the transfer and start of construction occur this fall.
8. The next **Springbrook East** phase is under construction. They have pulled their first home permit.

✓ **TRAILS (Business Item)**

We are trying other channels with General Motors for the needed easement. We thought we were making headway, but the company does not appear to be communicating with us anymore. We never were able to arrange a site meeting with facility staff.

Other easements are being pursued as needed with much better results. However, so we do not end up in a bad position with the dedication of easements, I recommend we lay the groundwork for proceeding with condemnation. Mr. Stritmatter has provided some guidance on what this requires. I am including a resolution to that end and recommend we proceed. Doing so will not result in any formal proceedings at this time.

We just received initial scoring on the DNR grant on September 9. We are not sure where we stand, but we expect to be able to increase our score and resubmit. Final standings and awards should be awarded by late fall.

The MDOT grant is still awarded and awaiting use. We hope to get all easements and the DNR funding with time to bid this winter and construct in 2021. It is unclear what the match will be at this point, but it will be at least \$200,000 by most accounts.

✓ **REDEVELOPMENT READY COMMUNITIES (Update)**

There is an apparent buyer for the Lovegrove Building. I have had conversations with them and they are entertaining the possibility of transforming the property in accordance with the Request for Proposals. Either way, we will be moving forward, and I am confident they will act as positive change agents for the building and downtown!

✓ **TAX REVERTED PROPERTY USE (No Change of Status)**

The housing market is not moving in any direction that we can discern. Being a presidential election year, I expect investment to be tepid as the nation awaits results. As such, if we have movement on the lot sales, we will take it. However, I do not see much value in remarketing the properties. The previous report follows.

I am seeking release from the buyers of tax reverted property on Wade. I am doing so because the council granted sale approval over one year ago, but the purchase

agreements remain unsigned after numerous requests. We can look to reoffer the properties or allow time to mature the prospects more.

✓ **8002 MILLER (Update)**

The city council extended the forbearance period through September 30th (the next payment will be to cover October, due October 1). The outstanding balance prior to forbearance was the month of March and half of February's payment (totaling \$3,000 without payments or interest. As of writing, we have received \$400 dollars. The tenant indicates that more rents will be paid incrementally until fully caught up, prior to the end of the forbearance. The tenant is communicating sufficiently with staff, and indications are good that payments shall be made as required by the agreement moving forward.

The previous report (July 27, 2020) contains details of the lease and circumstances regarding the options.

✓ **SCHOOL FACILITY PROPOSAL (No Change in Status)**

The water tower antennae is up. The school is also continuing with improvements district-wide. Athletic facility enhancements are underway. There are also big changes proposed to the middle school and high school grounds, including new parking/drop off arrangements and a trail link. The elementary schools in the city will see additional building and grounds improvements. Note that Elms will have a secondary entrance off an outlot to Elms Road.

One issue that has presented itself is the Residential Equivalent Unit (water and sewer connection and quarterly use factor) charges for Syring. Records indicate that this is a 2 unit building (which is very low for a school). The new county audit places this at 30 units, post construction. This results in additional charges of \$56,000 to be paid by the school to the county and \$84,000 to the city.

We have invoiced the school accordingly. However, I have apprehensions about this large connection fee for a building that has been previously permitted on the system since its construction. We are checking the records to see if we can determine the original unit factor/connection charge amount for the school. If nothing can be found, we may get a request for relief from the school district. I will keep the council informed.

✓ **BREWER TOWNHOMES (No Change in Status)**

County approvals have been granted for storm water. The developer now indicates they may be able to start soon. They will be working to finalize the master deed and condominium documents so that the purchase agreement can be executed and the property transferred. The resolutions and agreement still enable this activity, despite the delay. If council members wish to revisit this, please let the council know. Otherwise, we hope to have the transfer and start construction occur this fall.

✓ **CDBG (Update)**

We finally have timelines and an agreement to proceed with our 2020 project. This includes the purchase and installation of decorative street signs throughout the downtown area. We hope to proceed as soon as orders can be made. There will be a bidding process for the materials.

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

A conditional award has been made by the MDOT! We are hopeful that this will enable installation of paths near the middle school, Elms, and Syring for student safety. These connections will also enhance our trail network. Andy is working on easements at the moment, and we are getting some initial memorandums of understanding regarding the use of private property. We anticipate moving into engineering this summer so we can construct in 2021.

✓ **CENSUS COMPLETE COUNT COMMITTEE** *(Update)*

The 2020 census deadline has been extended. The state total response rate is nearly in line with the national average. Data at the local level for total response rate is not available, but Swartz Creek had a very high self-response rate. Make sure your friends and neighbors have participated. Even getting one family to fill this out could amount to tens of thousands for roads and other services in the coming years!

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

Staff is now able to edit the maps and accompanying data fields for our GIS system. This includes underground water, sewer, and storm facilities. We are also mapping basic street data. This system is going to be accessible by our staff anywhere in the city by mobile device and will enable locational support, as well as important maintenance and related data fields related to infrastructure.

We are also exploring the use of work order applications with GIS that will save some time and better integrate data analytics for our infrastructure. Some of these features may be viewable by the public as well once we are established.

✓ **SHARED SERVICES AGREEMENT-MUNDY TOWNSHIP** *(No Change of Status)*

Mundy's park is still under construction but things are moving forward. We have begun active discussions with Mundy Township and our staff. We are working with Mundy to ascertain their service expectations so we can determine what we need to provide. For example, our equipment and labor expectations change greatly if they require 365 day service versus weekly service May through June. Once we narrow down the work parameters we can provide an assessment of impact for our department and a cost estimate for Mundy. The city council and township board will then review an agreement. This would likely model our shared building service agreement.

The previous report follows:

Mundy Township is very interested in utilizing our existing labor and equipment resources to support their new park facility on Hill Road. We have come to verbal terms with each other regarding expectations. I have also ensured we have the capacity and willingness from the DPW Director and union steward that represents the crew that will be doing the work. The city Treasurer is also equipped to track, report, and invoice such services by virtue of extending a system of accounting that we use to enable our staff to maintain the park and ride.

Moving forward, I expect to deliver a short shared services agreement that will enable city labor and equipment to be used to maintain the Mundy Township park. Again, this

agreement will resemble the MDOT park-and-ride service expectation, while taking the form of the shared service agreement we have with Mundy Township for building services. Conceptually, I think this is a great idea to create efficiency for the township and more capacity for the city, while ensuring costs are fairly and appropriately covered. The working plan appears to support the concept in terms of its functionality and demand on our resources.

✓ **DISC GOLF** (*Update*)

A parking area with two drives has been installed. Site grading, including the extension of the eastern berm continues. In addition, Woodside Builders has donated some culverts for drain crossings. Things are coming together!

Volunteers will continue to work with the city and GD to level fairways and cut back brush. Once complete, sponsorships will be sought for purchase of the equipment and pads (~\$9,000). Disc Golf is in the recommended budget, so we expect to proceed with installation with Park Board guidance. We are holding back on expenses for the time being in case additional funds are needed for site work.

✓ **WELL-HEAD SITE** (*No Change of Status*)

The potential user is still considering the city property. If they proceed, they will conduct a full title search, partial survey, and environmental analysis. They agree to share all of their findings in exchange for access. If there is still interest, they will need to secure zoning approval from Vernon Township in Shiawassee County. They will look to seek a letter of agreement with the city at some point during this process.

With that said, no commitments have been made. The city council will still have ample opportunity to consider a tenant after a site design is completed and findings regarding water rights impact, zoning, and finance are considered. The previous report follows:

For some time, we have known that our well-head in Shiawassee County is of minimal value. A sale seems unlikely due to its circumstances. If Project Tim were a go, things would be different. However, that appears unlikely. In the meantime, the old pump house and fencing should probably be removed to make sure there are no risk factors left on the site.

As chance would have it, a company that provides high speed internet is interested in using this site for the purpose of installing a 25' x 28' enclosure with a satellite transmitter for area residents. They are offering to pay \$500/monthly to do so. They would also incur other incidental costs, including real and personal taxes that may be incurred. I am including their letter and concept plans. I indicated that the council may have an interest.

This is up for discussion at the meeting [January 13, 2020]. The upside is income. The downside is that it might encumber the site with a user that could compromise a future use. Even so, we could probably mitigate this.

✓ **MARY CRAPO** (*No Change of Status*)

The zoning, site plan, and PILOT have been approved for the 40 units of senior housing within the original building. The land sale is still pending by the school, and the state will be considering funding.

The developer offered a lease to the city, but this matter has stalled. While the maintenance and improvement of a recreational area in downtown has many intrinsic benefits, there are costs and limits as indicated in the lease mark up. I included this in the April 13th packet for discussion. In concept, a long term lease can make much sense to preserve this feature and make enhancements. However, the developer limited options for use (ballfield) and created some uncertainty with the limits on lease rights. There is also the ever-present matter of providing resources to maintain such a feature.

So, the real issue is, do we seek a ballfield area to be held in public trust (at the city's cost), or do we enable the developer to own it for their use. The park board considered this matter at their May and June meetings (with school administration input at the June meeting). There was no interest in leasing the park for a ballpark only. This appears to reflect a requirement that the owners maintain the ballfield for the school or pay the school to relocate it. If this is the case, they might see the city as a means to uphold their obligations.

The board resolved to reject the lease option as written at the May meeting and affirmed this stance in June. There is still a degree of interest for a lease if the city could maintain it as total green space or if the city had the ability to choose the recreational use.

Currently, Communities First feels the ballfield must be retained as the exclusive use of the site because that is what they feel the community desires. It appears Communities First will owe the school district \$70,000 if the ball field is removed. I communicated the findings of the park board to Communities First. They have until 2/1/21 to make the purchase.

✓ **COVID 19** (*No Change of Status*)

The amended opening plan is on the city website. I can happily report that our work operations and the overall function of the community appears to be stable and adequate, continues despite some remaining restrictions. At this point, we carefully watch the national and state trends in COVID impacts, as well as the resulting policy. Note that we do not expect to go back to 'normal' operations any time soon.

Moving forward we can expect a number of direct and indirect pressures and changes that will impact our community and our city operations. Among those, I expect limits on our staff production, especially should the virus directly impact employees. We are utilizing remote (home) work operations, flexible scheduling, single occupancy vehicles (DPW), cancellation of home appointments, closure of the municipal office/park facilities, and related actions. The public will feel the impact of the office and park limits, as well as the ability of staff to freely and openly engage in routine business. This will make life slow down, plain and simple.

We can expect revenue hits. The economy is taking a remarkable beating. This will result in hardships for the residents, businesses, and other service providers. We can expect reduced state general revenue sharing, Act 51 street revenues sharing, and property values. We can also expect late utility/tax payments, foreclosures, and building activities. We are already placing a more critical eye on our expenses.

✓ **8067 MILLER ROAD** *(No Change of Status)*

We have acquired the property and taken over maintenance and upkeep. I am holding off on the survey and any interior finishing, pending the results of the request for proposals that is out for the Lovegrove Building.

✓ **BLACK LIVES MATTER** *(No Change of Status)*

I met with the BLM affiliated group via Zoom since our last city council meeting (Mr. Farmer was also in attendance). The group has a stated policy position that they shared. They acknowledged that much of this agenda is not under our local purview. Many of the issues noted involved prosecutions, warrants, ICE, police tactics, and police equipment.

We engaged and were able to report that many of their desires are already met by Metro PD (officer business cards & psychological exams among others), some we could not speak to due to jurisdiction, and some we could not speak to due to expertise level. I suggested that they pursue change with other venues that have authority over respective features of prosecution & law enforcement.

Since then, the MML has been running a series of webinars on policing and community engagement. I have been sharing the webinars with the city council. It is prudent to become aware of the pressure on police departments, how some departments are handling this, and the desire to evolve police work (and related social work) moving forward.

✓ **CARES FUNDING** *(No Change of Status)*

We have fantastic news! Public Act 144 of 2020 was signed into law on July 31, 2020. This state law enables additional governmental units to now qualify for the First Responder Hazard Pay Premiums Program and the Public Safety and Public Health Payroll Reimbursement Program. Metro PD and SCAFD can now apply for payroll reimbursement for wages spent for the qualifying period. They were previously unable to do so. If successful, we can expect to get a refund from those agencies. This will be a big deal for us financially. Keep in mind that the expectation is that we shall maintain any such proceeds for future use when the inevitable revenue sharing cuts hit.

In addition to this outlet, we did submit payroll reimbursement for qualifying activities of our DPW staff. This appears to be a grey area for some, but we wish to get our tax dollars back to the greatest extent possible. Deanna and her staff worked very diligently to get a submission into the state prior to the deadline of July 17th. We expect nothing, but we hope to get about \$25,000.

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

✓ **MONTHLY REPORTS** *(Update)*

There are some routine reports included for your information.

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

✓ **PLANNING COMMISSION** *(Update)*

The Planning Commission has not met since March due to COVID restrictions and a lack of business.

There next meeting is scheduled for October 6. IT IS EXPECTED THAT THERE WILL BE A SITE PLAN FOR CONSIDERATION!

✓ **DOWNTOWN DEVELOPMENT AUTHORITY (Update)**

The DDA had a meeting on August 11th. The meeting was held at Bicentennial Park. They approved purchase of a different utility trailer for the movies and general use. The one they purchased last month was out of stock. There was not a September meeting, but their next meeting is October 8.

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

The ZBA did not have a March meeting due to COVID 19 mitigation. Their annual meeting will be held on SEPTEMBER 16th and will include training

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

The Park Board had a real meeting in Abrams Park on September 2nd. Disc golf was discussed (see above). The park board recommended that the disc golf course be formally accepted as a city park, under the name Otterburn Disc Golf Course. This will be a change that can only be affected by an amendment to the city's park plan. For now, we will proceed with the expectation unless there is any objection from the council. Again, council will ultimately make the decision.

The park board also considered the donation of a mid-20th century Crapo Farm structure for one of the parks or other public spaces. This structure is about 20' x 32' and is currently located on a Bristol Road farm (relocated in the 1970s from the original farm on Hill Road). The owners are willing to let it be relocated. As a machine shop style structure, it almost perfectly matches the style and function of a park pavilion, complete with open sides.

We will try to get some expert advice regarding the potential relocation of this structure and the related costs. The disc golf course is the ideal site, being in need of such a pavilion. There is some desire by those in the Swartz Creek Historical Society to place this at Abrams Park, being land originally within the Crapo holdings. This will be an agenda item for some time while we collect data and deliberate options. Council will have the final say in accepting any donation and expending any funds to establish the structure on city grounds.

There is some interest in converting some of the city tennis courts to pickle ball courts. I am looking into this. It may be that the paint markings to affect this change are already done. Otherwise, we will need to investigate what markings would be needed and if the surfaces (at Elms or Abrams) are adequate.

Lastly, the issue of graffiti on the back side of the Abrams restrooms was discussed. This has been an ongoing issue for years. The current stance of the park board is to enable this as a public canvas, with the understanding that doing so has limited graffiti to that surface (a practice observed for public features in many communities). The park board affirmed this practice, barring acceptance of any obscene graphics or curse words, as well as tags on other surfaces. The city council can obviously override this decision if they choose.

The next meeting is slated for October 6th at Abrams Park, pavilion #2.

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

Board of Review was July 21 at 9:00 a.m. They have the authority to review principle residency exemptions, poverty exemptions, veteran exemptions and errors. Due to COVID, folks can also protest their assessment like they can in March.

The BoR had 6 people attend. Two people requested PREs, which were granted. Four people protested their assessment or taxable value; all were denied except one that was a recapping issue. They also had one PRE request by letter that was granted.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **RENTAL INSPECTION ORDINANCE AMENDMENT** (*Business Item*)

The city attorney has updated our rental inspection ordinance based upon recent case law. I do not have details on the case, but I do expect to have Mr. Stritmatter at our meeting to explain the changes. Based upon the updated sections, I see only one change to our program features, being the change of inspections occurring every two years at maximum instead of three years. The ordinance is included in the packet, as well as a provision to adopted the program documents, with the one change noted.

✓ **STREET MARKING SERVICES** (*Business Item*)

The city requires new line painting to delineate travel lanes and other markings as routine maintenance. We have a good standing practice of piggy-backing with the Genesee County Road Commission bid for this work. This year, Genesee County is operating on previous bid prices from 2019 that cannot be extended. However, the City of Burton just went out for bids this past June, and those prices can be extended to us.

This is a good practice since we are able to benefit from the larger economies-of-scale bids from larger jurisdictions. As it is with road salt, there is no way the city could get this kind of scaled pricing on our own. Mr. Harris has created an estimate of our total obligations for this work and included that in the packet. With a healthy contingency, this service is estimated to come in above \$19,000. This includes additional work for crosswalks and stop bars. We expect this number to be on the high end given actual unit applications in prior years.

I recommend we accept the Burton bid in lieu of a separate bidding process. This contractor has provided quality work for the city in the past and is one of the few that competitively bids this service in our area.

✓ **MASTER PLAN UPDATE** (*Update*)

The city master plan was last updated in 2016 and is expected to be revisited every five years. This provision could be as simple as accepting the plan as current and valid, or it could be as extensive as a complete rewrite. In speaking with the Mayor, it appears to be prudent to start this process later this year or the beginning of 2021.

This will enable the new city council (November election) to consider the scale of the review based upon the post-election environment.

✓ **JEEPERS CREEKERS (Update)**

It appears this event is moving forward. I do not have details on all activities. However, I expect the Firefighters Association to submit an application for limited street closures and use of Holland Square for use on Saturday, October 10th. This will likely be on the agenda for the September 28th meeting.

Council Questions, Inquiries, Requests, Comments, and Notes

Miller Road RVs & Blighted Homes: These issues had hearings on August 14th. Neither defendant was present. The matters were adjourned to September 11th. Both defendants are to attend in person. Failure to do so shall result in default judgements for the city. I should have a report at our meeting.

Budget Report Questions: The General Fund Executive Department (101.172) that was in the August 24, 2020 packet did reflect the land purchase on Miller Road, thereby explaining the budget overage. Light costs are higher on Major and Local Street Funds due to the Consumers Energy payment for new street lights and LED conversions.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, September 14, 2020, 7:00 P.M.**

Resolution No. 200914-4A MINUTES – August 24, 2020

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, August 24, 2020, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 200914-5A 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 September 14, 2020, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 200914-6A CITY MANAGER’S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of September 14, 2020, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 200914-8A A RESOLUTION TO ESTABLISH THAT THE GENESEE VALLEY TRAIL EXTENSION IS A PUBLIC NECESSITY AND THAT THE RELATED NEED TO ACQUIRE PROPERTY TO CONSTRUCT THE TRAIL TO MDOT STANDARDS IS ALSO A PUBLIC NECESSITY

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek has formally planned for, acquired funds for, and intends to construct an extension of the Genesee Valley Regional Trail, and

WHEREAS, the trail is a high priority regional asset that functions as an integral part of a non-motorized transportation network, as well as a recreational asset, and

WHEREAS, the trail extension will provide value public use for walkers, bikers, joggers, and other users by providing a direct health and recreational benefit and by providing access to non-motorized travel between key destinations, and

WHEREAS, MDOT standards for construction require a substantial and ridged footprint to accommodate the 10 foot wide path and accompanying shoulders, and

WHEREAS, some sections of the path lack the proper right-of-way to accommodate the path, and

WHEREAS, some permanent easements may not be acquired through donation or good faith offers acquisition.

THEREFORE, BE IT RESOLVED that the City of Swartz Creek finds that the Genesee Valley Trail extension is a public necessity and the permanent easements needed to construct and maintain the path are likewise a public necessity.

BE IT FURTHER RESOLVED that the Swartz Creek City Council authorizes the city attorney and staff to engage in condemnation proceedings for such easements as may be needed to complete the trail project, if any.

Resolution No. 200914-8B

A RESOLUTION TO APPROVE ORDINANCE 450, AN ORDINANCE TO AMEND CHAPTER 4 OF THE CODE OF ORDINANCES SECTIONS 4-41 AND 4-45, RENTAL INSPECTIONS

Motion by Councilmember: _____

WHEREAS, the Public Act 167 of 1917, the Housing Law of Michigan, as amended, enables municipal inspections of rental properties, and

WHEREAS, the Swartz Creek City Council recognizes a need and subsequent public benefit to regularly inspecting rental housing for compliance with building and property maintenance codes, and

WHEREAS, a program including registration, inspection, and follow up has been created and adopted by ordinance of the Swartz Creek City Council in July of 2015, along with applicable fees and forms, to enable a comprehensive rental inspection program in the city, and

WHEREAS, subsequent findings of Michigan courts have resulted in altered expectations for such rental inspection programs:

THEREFORE, I MOVE the City of Swartz Creek ordains:

ORDINANCE NO. 450

An ordinance to amend Chapter 4 of the Code of Ordinances sections 4-41 and 4-45.

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Amendment of Chapter 4 of the Code of Ordinances of the City of Swartz Creek.

Chapter 4 of the City of Swartz Creek Code of Ordinances, sections 4-41 and 4-45, are amended as follows:

ARTICLE IV. RENTAL PROPERTY INSPECTIONS

Sec. 4-41. Purpose of standards.

The city recognizes a compelling interest in establishing standards for the maintenance of sanitary and safe residential rental structures in the city as an important factor for the general health, safety and welfare of all of its citizens. This article is designed to promote the continued maintenance of quality and safe rental properties and to enhance and maintain property values.

This article supplements and augments the existing International Property Maintenance Code in protecting and promoting the health, safety and welfare of the citizens of the City of Swartz Creek by requiring the registration of all rental dwelling units in the city. This registration, combined with regular systematic inspections, will help prevent overcrowding, the incidence of communicable diseases, and will aid in the enforcement of the International Property Maintenance Code, which sets minimum allowable standards for adequate maintenance of habitable dwellings. This article is not intended nor shall it be used for the purpose of including the city in civil disputes between rental owners and tenants involving, but not limited to, non-payment of rent, evictions and/or personal disputes.

In accordance with MCL 125.526(4)(d), inspections shall be conducted on a compliance basis, under which a premises brought into compliance with this Ordinance will be issued a certificate of compliance that is good for a period of two years, unless a complaint is made to the City of Swartz Creek building inspector.

Sec. 4-45. Inspections.

The building official shall cause a periodic inspection to be made of every Rental Unit at least once every two years. Such inspection shall include a thorough examination of all parts of such Rental Unit and the premises connected therewith.

The Owner shall be notified of the date and time of a rental inspection via first class mail at least 30 days prior to the inspection date. Owners shall be required to provide all notices of inspection to the tenant(s) as required by law.

Any Rental Unit, even though not previously scheduled for inspection, may be inspected with prior notice to the Owner and/or tenant if an authorized city official has probable cause to believe that there exists on the property any condition which makes it or any portion thereof substandard or unsafe, or there is evidence that a violation of a code may exist.

If access to a structure, premises or area for the purpose of inspection authorized by this section is refused, an authorized city official, upon showing that probable cause exists for the inspection and for the issuance of an order directing compliance with the inspection requirements of this article with respect to such rental dwelling or rental unit, may petition and obtain such order from a court which has jurisdiction.

Except for probable cause inspections, a Rental Unit may only be inspected during reasonable hours and upon presentation of proper identification by an authorized city official.

No notice of inspection requirement exists to the Owner/Tenant of the Rental Unit if an emergency exists, including but not limited to, fire, flood, or other threat of serious injury or death, the owner may enter at any time.

Section 2. Effective Date.

This Ordinance shall take effect 30 days following publication.

At a regular meeting of the City Council of Swartz Creek held on the _____ day of _____, 2020, _____ moved for adoption of the foregoing ordinance and _____ supported the motion.

Voting for:

Voting against:

The Mayor declared the ordinance adopted.

David Krueger
Mayor

Connie Olger
City Clerk

CERTIFICATION

The foregoing is a true copy of Ordinance No. _____ which was enacted by the Swartz Creek City Council at a regular meeting held on the _____ day of _____, 2020.

Connie Olger

City Clerk

BE IT FURTHER RESOLVED that the following forms, as included in the September 14, 2020 city council packet, shall be hereby incorporated into the rental inspection program of the City of Swartz Creek, with future fees subject to resolution by the city council:

Rental Registration & Inspection Procedural Rules & Policies
Occupant Information Form.
Rental Registration Form
Rental Inspection Certificate of Compliance
Rental Inspection Report
Rental Registration Letter
Flowchart of Rental Registration Process

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 200914-8C

**RESOLUTION TO APPROVE ROAD PAINT MARKING
COOPERATIVE BID**

Motion by Councilmember: _____

WHEREAS, the city finds it necessary to properly and adequately mark its streets with paint for lane delineation and related purposes; and

WHEREAS, this process requires approximately 150,000 lineal feet of various pavement markings to be applied to the city streets to complete this process; and

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

WHEREAS, the City of Burton accepts and awards bids for the purchase of pavement markings to public rights of way; and

WHEREAS, bids received in June of 2020 indicate that M&M Pavement Marking, Inc is the successful low bidder; and

WHEREAS, the unit costs bid to the City of Burton for 2020 have been made available to the City and the city council finds that the lineal foot costs listed cannot be matched if attempts were made to bid on the open market or through private sources.

NOW, THEREFORE, I MOVE the City of Swartz Creek City Council accept the City of Burton's cooperative purchasing extension for the purchase of pavement marking services from M&M Pavement Marking, Inc., said contract to be based upon the unit costs listed therein, expenses to be distributed to the Local and Major Street funds proportionate to use at the direction of the City's Treasurer.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 200914-11A ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of August 24, 2020, and set _____(location) as the venue for the next regularly scheduled council meeting of September 28, 2020.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 08/24/2020**

The meeting was called to order at 7:00 p.m. by Mayor Krueger at Abrams Park Pavilion #2.

Invocation and Pledge of Allegiance.

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

Councilmembers Absent: None.

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

.

Others Present: Lania Rocha, Jim Florence, Samantha Fountain, Amanda LaMielle, John & Margaret Pobocik, Sheri Foreman, Metro PD Chief Bade, Steve Long.

APPROVAL OF MINUTES

Resolution No. 200824-01

(Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday August 10, 2020 to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No. 200824-02

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as, printed for the Regular Council Meeting of August 24, 2020, to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 200824-03

(Carried)

Motion by Councilmember Farmer
Second by Councilmember Cramer

I Move the Swartz Creek City Council accept the City Manager's Report of August 24, 2020, including reports and communications to be circulated and placed on file.

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

MEETING OPENED TO THE PUBLIC:

Jim Florence 4296 Springbrook, concerned about kids playing on the mountain of asphalt at Elms Park. The drive at Elms Park also has lots of ruts and bumps.

COUNCIL BUSINESS:

RESOLUTION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH LEGACY ASSESSING SERVICES, INC.

Resolution No. 200824-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Cramer

I Move the City of Swartz Creek approve an agreement with Legacy Assessing Services, Inc., of Fenton, Michigan, agreement as follows:

AGREEMENT FOR PROFESSIONAL ASSESSOR SERVICES

This Agreement ("Agreement"), made and entered into this 24th day of August, 2020 by and between the **City of Swartz Creek**, a Michigan Municipal Corporation, with principal offices at 8083 Civic Drive, Swartz Creek Michigan 48473 ("City") and, **Legacy Assessing Services, Inc.**, 110 Mill St, P.O. Box 489, Fenton Michigan 48430 ("Legacy").

WHEREAS, the City desires to retain Legacy Assessing Services, Inc., as an independent contractor, to perform the duties as its certified assessor; and

WHEREAS, Legacy Assessing Services, Inc. has qualified personnel with the proper State CMAE certification to act in that capacity for and on behalf of the City; and

WHEREAS, the parties wish, by this Agreement, to define their respective rights and responsibilities during the term of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, the parties hereto, acting by and through their duly authorized representatives, **HEREBY AGREE AS FOLLOWS**:

SECTION I: BASIC SERVICES OF LEGACY

Legacy Assessing Services, Inc. shall perform the following service for and on behalf of the City.

1.1 General Duties:

Legacy Assessing Services, Inc. shall be required to perform all duties of an assessor pursuant to City Charter, Michigan statutory and case law, Michigan State Tax Commission rules, regulations and policies, and all other rules and guidelines established for the proper performance of said position, as same may from time to time be amended, while this Agreement is in effect, and shall conduct and perform same in accordance with all applicable standards of professional conduct required of such Assessors. If material changes in the laws, statutes, rules, guidelines or City Charter during the term of this Agreement result in a substantial additional work burden on Legacy Assessing Services, Inc., Legacy Assessing Services, Inc. and the City agree to enter into good faith negotiations regarding possible amendments to this Agreement. For purposes of this paragraph, the term "substantial additional work burden" shall be determined to exist by mutual agreement of Legacy Assessing Services, Inc. and the City. If they cannot agree as to whether a substantial additional work burden has been imposed upon Legacy Assessing Services, Inc., Legacy Assessing Services, Inc. and the City shall select a mutually agreeable mediator/arbitrator who shall facilitate the negotiations to assist the parties in reaching such a determination, and if an impasse is reached in such negotiations, shall make said determination. The determination of the mediator/arbitrator shall be final, however, said mediator/arbitrator shall not have authority to establish the amount of additional compensation, if any.

1.2 Office Hours/Availability:

During the term hereof, Legacy Assessing Services, Inc. shall provide virtual and in-person services as follows:

A. Legacy Assessing Services, Inc. shall provide its own technology sufficient to provide virtual services by proxy, including the ability to access email, make/receive phone calls, and access the city's server/work desktop programs/databases via city supplied remote access. Legacy Assessing Services, Inc., shall devote at least one workday each week to the provision of city services via remote access or in-office appointments/efforts. The parties shall specifically agree upon a regular schedule for the maintenance of such virtual and in-person office hours. In the event Legacy Assessing Services, Inc. is unable to fulfill virtual office hours on the appointed days/times, it shall notify the City of the fact as soon as is reasonably practicable and an alternative schedule shall be substituted.

B. Legacy Assessing Services, Inc. shall provide in-person staff for all Board of Review events and related trainings/consultations, as required.

1.3 Public Relations/Customer Service:

Legacy Assessing Services, Inc. shall work with and advise property owners in the ad valorem taxation system in an attempt to eliminate adversarial situations and establish positive public relations. The parties acknowledge that the provision of efficient virtual interactions and necessary in-person engagements for the public is valuable in the process of providing high quality customer service. The City wants to ensure that members of the public and City staff that need information from Legacy Assessing Services, Inc., or wish to speak to Legacy Assessing Services, Inc., are able to do so on a relatively convenient basis. In

that regard, in addition to the hours specified in Paragraph 1.2, Legacy agrees to meet with or contact residents and City staff members beyond normal office hours as appropriate to address their tax assessment-related concerns. Phone calls and answers to emails and faxes will be responded to in a timely manner, with every effort made to respond to same within 24 hours of receipt by Legacy Assessing Services, Inc..

1.4 New Construction/Loss Adjustment:

During the term of this Agreement, Legacy Assessing Services, Inc. shall physically observe all new construction and real estate improvements through cooperation with the Zoning Administrator and will review all building permits. A copy of all building permits shall be provided for Legacy Assessing Services, Inc.'s use. All permits shall be provided with the correct permanent parcel identification number entered thereon. Likewise, Legacy Assessing Services, Inc. shall physically observe damaged or destroyed properties with respect to the making of any loss adjustments as shall be necessary in the performance of her duties.

1.5 Economic Condition Factors (ECF):

During the term hereof, Legacy Assessing Services, Inc. shall review and prepare new land values and economic condition factors (ECF) by areas and apply these factors to property records so that the current assessment is reflected as 50% of true cash value on the assessment record.

1.6 "Proposal A" Requirements:

The requirements of Michigan Public Act 415 of 1994 and all related property tax reform legislation amendments and updates shall be followed and monitored as required. This includes by example, but is not limited to, the filing of all associated reports and forms to fulfill the following requirements:

- A. Approve or deny homestead and agricultural exemptions;
 - B. Track property transfer affidavits, matching them with deeds within 45 days of being filed;
 - C. Apportion the homestead portion of a combination-use building;
 - D. Determine the homestead status of parcels resulting when homestead parcels are split or;
- and
- E. Calculate both assessed and tentative taxable values for all parcels, taking into consideration losses, new construction and replacement in any given year.

1.7 Assessment Roll Preparation and Records:

Legacy Assessing Services, Inc. shall enter the assessments onto the Ad Valorem and Industrial Facilities Tax (IFT) assessment rolls and prepare the warrant authorizing the collection of taxes by the City Treasurer. Legacy Assessing Services, Inc., in cooperation with the City Treasurer, City Clerk shall also enter any delinquent City utility payments onto the appropriate rolls. Assessor shall prepare, obtain and maintain, as necessary or desirable, such property cards, photographs, measurements, sketches, records and documents to meet all requirements set by the City and/or the State of Michigan regarding such assessment rolls and shall organize same on a basis that will provide easy access and comprehension of the information contained in each respective file and regarding each respective roll. Such information shall be entered into the City's records system in a reasonable timely fashion.

1.8 Reports:

The City may require Legacy Assessing Services, Inc. to prepare periodic reports and/or address the City Council regarding the overall activities, progress, problems and corrective measures regarding the various

aspects of the duties of Legacy Assessing Services, Inc., under this Agreement. The City shall have the right at any time to require Legacy Assessing Services, Inc. to make available to the City, within 48 hours of notice being provided, all records and documents developed and maintained by Legacy Assessing Services, Inc. under the terms of this Agreement for review and/or audit. All time spent in the preparation and presentation of such reports or in gathering and making information available to City by Legacy Assessing Services, Inc. shall be deemed a part of the services contracted under the terms and provisions of this Agreement.

1.9 Board of Review:

Legacy Assessing Services, Inc. shall keep records regarding the March Board of Review session in accordance with City Charter, attached hereto as "Exhibit A".

Legacy Assessing Services, Inc. shall advise and provide adequate information to the Board of Review members as to how the assessments, capped and taxable values were determined to allow them to determine how best to decide a taxpayer's appeal; such information shall include the following:

- A. Sales map indicating all neighborhood increases or decreases
- B. Sales "comparable" book to include the following:
 - 1. Current picture
 - 2. Sales price versus assessment at time of sale
 - 3. Building permits issued before or after the sale.

Legacy Assessing Services, Inc. shall also maintain records for the July and December Boards of Review and shall advise and provide adequate information to the Board of Review members as to how the assessments, capped and taxable values were determined

1.10 Sales and Appraisal Studies:

Legacy Assessing Services, Inc. shall prepare sales studies using available data, evaluate all equalization and/or appraisal studies, and respond as appropriate.

1.11 Forms:

Legacy Assessing Services, Inc. shall file all forms fully completed with the Genesee County Equalization Department, State Tax Commission and other agencies and entities, as required, in a timely manner.

1.12 Defense of Appeals:

This Section shall apply to real and personal, IFT and ad valorem property tax appeals.

The City shall retain ultimate control of all litigation and settlement negotiations. Legacy Assessing Services, Inc. shall operate under the direction of the City Manager in any litigation regarding a tax appeal, including appeals to the Small Claims Division.

Legacy Assessing Services, Inc. shall defend all appeals to the Small Claims Division of the Michigan Tax Tribunal. This shall include, but not be limited to, filing necessary petitions, preparing and submitting such material, statistics and other information as is necessary to properly defend any such appeal, and appearing at all hearings and meetings as are required for the purpose of defending said appeal. The City hereby authorizes Assessor to settle, where Legacy Assessing Services, Inc. deems it appropriate or advisable, any appeal where the difference in SEV is \$150,000 or less. All the foregoing regarding appeals to the Small Claims Division is deemed to be included the services compensated pursuant to the terms and provisions of this Agreement. If, in the opinion of the City, additional outside consulting services are needed, the City shall be responsible for the cost of such services.

In all other potential appeals to the Michigan Tax Tribunal or State Tax Commission, Legacy Assessing Services, Inc. shall provide as part of the services included under the terms and provisions of this Agreement, such time and effort as is necessary to properly provide to the City information, documents, analysis and advice as may be required in the determination of Legacy Assessing Services, Inc. or the City to forestall the formal filing of an appeal or to settle a disputed case up to the date of the filing of a petition appealing a decision of the City or any of its agencies or boards to the Michigan Tax Tribunal or State Tax Commission. After the filing of said petition, Legacy Assessing Services, Inc. shall be available to the City for such further assistance as is required by the City in the defense of such appeal. Legacy Assessing Services, Inc. shall be available as an expert witness on behalf of the City in any proceedings. In the event of the termination of this Agreement and the necessity for the services of Legacy Assessing Services, Inc. for purposes of consulting, review of information, analysis or expert testimony after the date of termination, Legacy Assessing Services, Inc. shall be available, notwithstanding the termination of this Agreement, for assistance in the defense of such appeals, provided, same shall not apply to appeals filed in the Small Claims Division of the Michigan Tax Tribunal. Legacy Assessing Services, Inc. shall keep the City Manager informed of all appeals and provide the City Manager with recommendations, the manner in which the appeals are to be handled, proposed settlements and other similar advice.

The above provisions of this Paragraph 1.12 regarding appeals shall apply equally to any appeal of a personal property tax assessment.

1.13 Reappraisal Program:

Legacy Assessing Services, Inc. shall continue to reappraise parcels in the City each year, as time permits, to ensure proper assessments when parcels are “uncapped.” Maintenance renovations to structures are to be tracked so that said costs can be claimed as “new construction” when property is sold rather than treated as an increase in value that is subject to “uncapping” and results in the possibility of a Headlee rollback. The State Tax Commission recommends regular re-inspection of each property, preferably every five years. Legacy Assessing Services, Inc. shall work to meet guidelines and standards of the Tax Commission.

1.14 Personal Property Statements, Canvas and Audits:

Legacy Assessing Services, Inc. shall prepare and maintain the mailing list for personal property tax statements and maintain records for personal property including data entry and calculation of depreciated values and their extension within each statement. Legacy Assessing Services, Inc. shall conduct a personal property canvas to ensure equity among business owners within the City. Legacy Assessing Services, Inc. is required to perform random personal property audits when warranted by questionable data or lack of submitted data.

1.15 Equalization Increases:

Legacy Assessing Services, Inc. shall strive to eliminate across-the-board increases in property values by applying any increases received through the Genesee County Equalization Department to appropriate areas by using the economic condition factors hereinabove described, by adjustment of individual property assessments to 50% of true cash value, or as required by the State Tax Commission, in order to achieve maximum equity by class, and in accordance with the latest laws and regulations then in force.

1.16 Land Division Applications:

Legacy Assessing Services, Inc. shall work with and assist the City Zoning Administrator in reviewing property descriptions, land division and combination applications for compliancy with local ordinance and the Michigan Land Division Act. Such combinations and divisions shall be placed on the assessment rolls in a timely fashion.

1.17 Assessor Certification:

Legacy Assessing Services, Inc. shall be, and maintain a minimum certification as a Level III Assessor, or STC reclassified equivalent) in the State of Michigan.

1.18 Transportation and Equipment:

Legacy Assessing Services, Inc. shall provide all necessary transportation and field equipment to perform the services and meet the requirements of this Agreement.

1.19 Indemnification/Employment:

The parties hereto acknowledge that all personnel that may or might be utilized by Legacy Assessing Services, Inc. in the performance of his/her duties hereunder shall, for all purposes, be considered employees of Legacy Assessing Services, Inc. and not employees of the City. Legacy Assessing Services, Inc. shall be responsible for Worker's Compensation, Unemployment Compensation, state and federal withholding and payment of personnel. Legacy Assessing Services, Inc. shall indemnify the City and hold the City harmless from any claim, cause of action or other liability that may or might arise by virtue of any claim of any employee of Legacy Assessing Services, Inc. relating to his/her employment by, or as Legacy Assessing Services, Inc..

1.20 Preparation of DDA and Reporting:

Legacy Assessing Services, Inc. shall be responsible for the recording of any property value changes, new or loss, on the ad valorem and IFT rolls relating to the designation of properties within the Downtown Development Authority (DDA).

1.21 Assessor's Recommendations:

Legacy Assessing Services, Inc. shall prepare periodic recommendations and conclusions regarding the current state of the City's assessment rolls, by class, together with specific recommendations concerning actions that, in the opinion of Legacy Assessing Services, Inc., should be taken in order to achieve maximum equity in the assessment rolls and compliance with all State Tax Commission rules, regulations and guidelines.

1.22 Security of Information:

If any documents, data, drawings, specifications, photographs, property cards, summaries, accounts, reports, software applications or other products or materials are held in the possession of Legacy Assessing Services, Inc. outside of the City offices, then Assessor shall be under an affirmative duty to provide adequate security to safeguard said materials from fire, theft and other hazards of a like nature or type, while same are in possession of Legacy Assessing Services, Inc.. This may include, but not be limited to, providing for a fire proof safe or vault in which to store same, preparing and holding duplicates of same in the possession of Legacy Assessing Services, Inc., but separately or providing same to the City for possession.

1.23 Optional Services:

Legacy Assessing Services, Inc. is not responsible for determination and preparation of special assessment rolls for City projects such as sewer, street, drain, etc. The City may request Legacy Assessing Services, Inc. to perform such services at a rate of compensation agreed to by separate agreement. Legacy Assessing Services, Inc. shall, however, report outstanding special assessments, properly completed, on forms required by the State Tax Commission, and same shall be deemed part of the services required by this Agreement.

SECTION II: TERM OF AGREEMENT

2.1 Contract Period:

Legacy Assessing Services, Inc. shall commence performance of the services herein required on October 1, 2020. Unless sooner terminated, this Agreement shall, by its terms, expire September 30, 2021.

2.2 Mutual Right of Termination:

Either party may terminate this Agreement upon ninety (90) days written notice to the other, United States Certified / Registered Mail, return receipt requested, at the addresses as indicated within. This right of termination is specifically exercisable at the sole discretion of either party, and requires no just cause nor other reason or justification for the exercise thereof. The effective date of such termination shall be ninety (90) days from the date of mailing of such notice.

2.3 Termination for Cause or Breach:

Notwithstanding anything to the contrary on this Agreement, either party may immediately terminate this Agreement in the event of material breach by the other. In such case, either party may seek such remedies as shall be available, at law or equity.

2.4 Notice of Termination:

Upon receipt of notice of termination or upon termination of this Agreement by expiration of its term, Legacy Assessing Services, Inc. shall immediately deliver to the City the originals and original copies of all data, paper and computer files, drawings, specifications, reports, value estimates, summaries and other information and materials as may have been accumulated by Legacy Assessing Services, Inc. in performing this Agreement, whether completed or in process and same shall be in unaltered form, readable by the City. In the event of the failure or refusal of Legacy Assessing Services, Inc. to forthwith deliver the above referenced materials, documents and files, City may seek a Circuit Court order compelling the production of same forthwith, and Legacy Assessing Services, Inc. herein expressly waives notice of hearing thereon agreeing that a mandatory injunction may immediately issue due to the fact that the failure to receive the stated materials, documents and files will result in irreparable harm to the City without leaving the City an adequate remedy at law, thereby entitling the City to an immediate judgment in its favor in this regard. The City shall be entitled to damages from Legacy Assessing Services, Inc. for any information, materials or documents that are turned over to the City in unusable or altered form.

2.5 Amendment/Renegotiation:

Nothing herein contained shall be construed to limit or abrogate the rights of the parties to modify or amend this Agreement at any time hereafter, provided however, that no such amendment or modification shall be effective unless in writing and duly executed by both parties hereto, through their authorized representatives.

If the Agreement is not reviewed or extended prior to its expiration date and the City desires to have Legacy Assessing Services, Inc. continue on a month-to-month basis, the fee will be that which existed for the final month of the original term, being September, 2021.

SECTION III: PAYMENT

3.1 Compensation for Basic Services:

During the term of this Agreement, the City agrees to pay to Legacy Assessing Services, Inc., for performance of the Basic Services set forth in Section I of this Agreement, an amount equal to \$29,844 yearly (thirty thousand, seven hundred and ninety-two dollars). Legacy Assessing Services, Inc. shall invoice the City an amount equal to \$2,487 on a monthly basis, net due 20 days.

3.2 Pro-ration of Payments on 90-Day Termination:

Draft Minutes

In the event this Agreement is terminated pursuant to Paragraph 2.2, the City shall pay Legacy Assessing Services, Inc. to the date of termination on a prorated daily basis for any part of a month for which services have been rendered by Legacy Assessing Services, Inc. and for which no compensation has been received.

SECTION IV: CITY RESPONSIBILITIES

4.1 Basic Data:

The City shall provide access to Assessor to property description files as currently exist as of the date of execution of this Agreement, containing initial information such as property number, legal description, owner and address information, as well as all data that the City may possess concerning such properties (i.e. measurements, sketches, photographs, etc.)

4.2 Office Equipment:

The City shall provide Legacy Assessing Services, Inc. with appropriate tax parcel maps, office space and furniture, telephone, voice mail, personal computer, printers, copying machine, fax machine and office supplies (as defined in Paragraph 4.5) as reasonably needed during the duration of this Agreement. Assessor acknowledges that some of the equipment (i.e. fax, printers, copying machine) is shared among all administrative office personnel and Legacy Assessing Services, Inc. will not have exclusive use of such equipment.

Legacy Assessing Services, Inc. shall have access to the City's computer network for the use of the following software products: BS&A Equalizer Assessing & Tax Modules, MS Word, Excel Spreadsheets, Arcview, Pictometry or any other similar software that may assist in maintaining quality assessing records. Legacy Assessing Services, Inc. shall not use any other software within the City's network, download, or upload any software to the City's network, except with the City Manager's prior approval. Legacy Assessing Services, Inc. shall be liable for any adverse consequence upon the City's computer network or function caused by any software introduced in the network by Legacy Assessing Services, Inc. without prior consent of the City.

Legacy Assessing Services, Inc. agrees that City equipment shall be used only for the purposes of fulfilling Assessor's obligations under this Agreement and shall not be used for personal reasons or to conduct other business not authorized under this Agreement.

Legacy Assessing Services, Inc. agrees that it shall use its own equipment (telephone, personal computer, printers, copying machine, supplies, modem, fax machine, and office supplies, as noted above) in the execution of virtual and remote activities as outlined herein.

4.3 Computer:

The City shall supply computer hardware, software and peripherals to perform the property pricing and valuation. The City will maintain the hardware, software and peripheral equipment through a regular maintenance program. The City will back up the system on a daily basis with alternate tapes or disks. Any data loss not due to the negligence of Legacy Assessing Services, Inc. as a result of hardware or software malfunction will be replaced at the City's expense.

4.4 Map Maintenance/Tax Roll Printing:

The City shall assume the responsibility for printing, stuffing and mailing of the assessment change notices, assessment rolls, tax bills, maps, etc. during the term of this Agreement. Legacy Assessing Services, Inc. shall develop and maintain land value maps showing dates of property sales, sale amounts and ratio to the current estimated value of the property.

4.5 Office Supplies:

The City shall provide Legacy Assessing Services, Inc. with office supplies, including computer paper, file folders, hanging folders, new State Tax Commission Assessor's Manual Volumes I and II, assessment notices and forms, postage and such other supplies as shall be necessary for the performance of Assessor's responsibilities hereunder.

4.6 Existing ECF Areas:

The City will provide Legacy Assessing Services, Inc. with all currently existing information as available in the City files concerning previously completed E.C.F. studies and subsequent conclusions reached by the former City Assessors.

4.7 Preparation of DDA and Reporting:

The Treasurer shall be responsible for the compilation and reporting of all necessary data, forms and documents relating to the operation, tax increment capture and financial condition of the D.D.A.

4.8 Legal Counsel:

The City shall supply legal counsel, at its expense, for Small Claims and full Tax Tribunal hearings, should the need arise.

SECTION V: RE-APPRAISAL, NON-BASIC SERVICES

5.1 Additional Services (Pricing/Reappraisal):

In the event that the City desires to implement some or all of the recommendations made by Legacy Assessing Services, Inc. as herein contemplated, the City may request and Legacy Assessing Services, Inc. shall provide such services as are desired by the City, provided however, an addendum to this Agreement, reduced to writing and executed by both parties, shall set forth the terms and provision under which the additional services shall be rendered. Such addendum shall specify the nature, extent and timetable for the performance of such additional services and establish the rate of compensation therefor.

5.2 Implementation/Responsibility:

The parties acknowledge that it shall be the sole responsibility of the City to determine the nature and extent of implementation of Legacy Assessing Services, Inc.'s recommendations under this Section or any other additional, non-basic services. To that end, the City assumes responsibility for defense of any claim, cause of action or other proceeding that may or might be instituted by the Michigan State Tax Commission, or other entity, arising from any failure, or alleged failure, to implement such recommendations.

SECTION VI: MISCELLANEOUS PROVISIONS

6.1 Relationship Between City and Assessor:

In the fulfillment of the services provided herein Legacy Assessing Services, Inc. and his/her employees, agents and officers shall be at all times be deemed in a relationship of independent contractor to the City.

6.2 Indemnification/Insurance:

Legacy Assessing Services, Inc. shall secure and maintain general liability and property damage, unemployment, errors and omissions, workers' disability compensation, automobile liability and any other insurance required by law for Legacy Assessing Services, Inc., or his/her employees, agents or officers as will protect him/her and the City from claims under the Worker's Compensation Acts and from claims for

bodily injury, death or property damage that may arise from his/her negligence or that of his/her employees in the performance of services under this Agreement or failure to properly perform his/her duties as Assessor. Legacy Assessing Services, Inc. shall save the City harmless and indemnify the City from any claims for bodily injury, death or property damage that may arise due to his/her acts or negligence or that of his/her employees in the performance of services under this Agreement or that arise from error or omissions to properly perform duties as Legacy Assessing Services, Inc.. Legacy Assessing Services, Inc. shall, however, have no liability arising out of adjustments to assessments or other actions by Legacy Assessing Services, Inc., the City's Board of Review and/or the Michigan Tax Tribunal if such adjustments or actions result from honest differences of opinion regarding the value of the subject property and if Legacy Assessing Services, Inc. established the assessment pursuant to professional assessment standards. Said policies shall be in such minimum amounts as shall from time to time be acceptable to the City or as set by the City.

A Certificate of Insurance incorporating such requirements and naming the City and its officers and employees as an Additional Insured Party and Certificate Holder along with a certificate showing its premium has been paid and a copy of the policy shall be filed each year with the City Clerk. Any such insurance policy shall provide the City will be given at least thirty (30) days advance notice before cancellation of the policy. The coverage's provided by the General Liability and Automobile Liability policies of Legacy Assessing Services, Inc. shall be primary to any insurance maintained by the City.

6.3 Non-Assignability:

The parties to this Agreement acknowledge that, inasmuch as the Agreement is in the nature of a Personal Services Contract, and as the City's decision to contract with Legacy Assessing Services, Inc. is based in part on the perceived expertise and ability of Legacy Assessing Services, Inc., it is agreed that Legacy Assessing Services, Inc.'s duties and obligations hereunder may not be assigned, transferred nor conveyed without the advance written approval of the City. Nothing in this Agreement shall prevent Legacy Assessing Services, Inc. from employing such employees or agents, as Legacy Assessing Services, Inc. shall deem reasonably necessary to assist him/her in the performance of obligations under this Agreement. Also, in the event that vacation, illness, injury or incapacity in any form, whether elective or imposed, should cause Legacy Assessing Services, Inc. to be unable to personally fulfill the terms and obligations of this Agreement for a period exceeding three (3) calendar weeks (21 days), Legacy Assessing Services, Inc. shall provide the City, at Legacy Assessing Services, Inc.'s expense, a certified Level III Assessor to perform any and all such functions as required by this Agreement for the complete term of the absence or incapacity. The City reserves the right to approve or reject, without cause and at its sole discretion, any Assessor designee named to "fill-in" for Legacy Assessing Services, Inc. for a period exceeding two (2) calendar months (60 days), and to consider, as mutually agreed by the parties hereto, that a rejection of said Assessor designee shall constitute a material breach of the Agreement pursuant to the "material breach" provision of Section 2.3 herein.

6.4 Professional Standards:

Legacy Assessing Services, Inc. shall be responsible, to the highest levels of competency presently maintained by other practicing professional assessors and appraisers, for the professional and technical soundness, accuracy and adequacy of property valuations, drawings, property inspection data and all other work and materials furnished under this Agreement. At the time of commencement of performance, Legacy Assessing Services, Inc. shall be properly certified, equipped, organized and financed to perform the services required by this Agreement. Subject to compliance with the requirements of this Agreement, Legacy Assessing Services, Inc. shall work independently.

6.5 Ownership of Documents:

All documents, data, drawings, specifications, photographs, property cards, summaries, accounts, reports, software applications and other information, products or materials produced or held by Legacy Assessing Services, Inc., of whatsoever nature or type, in connection with this Agreement shall be the sole property of the City with the City having sole and exclusive right, title and interest in any and all records, compilation,

documents, papers, maps or manuscripts pertaining to or prepared pursuant to this Agreement. All of the foregoing shall be forwarded to the City at its request and may be used by the City as it sees fit. The City agrees that if any of the foregoing, prepared by Legacy Assessing Services, Inc., are used for purposes other than those intended by this Agreement, the City does so at its sole risk and agrees to hold Assessor harmless for such use. All services performed under this Agreement shall be conducted solely for the benefit of the City and will not be used for any other purpose by Legacy Assessing Services, Inc. without written consent of the City. Any information relating to the services shall not be released without the written permission of the City. Legacy shall act and preserve the confidentiality of all City documents and data accessed for use in Legacy Assessing Services, Inc. work products to the extent allowed or required by law. Any requests for information under the Freedom of Information Act shall be immediately forwarded to the City Manager for a proper determination of the response to be provided.

6.6 Validity:

If any paragraph or provision of this Agreement shall be determined to be unenforceable or invalid by any court of competent jurisdiction, such provision shall be severed and the remainder of this contract shall remain in force.

6.7 Survival:

All express representations, indemnifications or limitations of liability made in or given in this Agreement shall survive the completion of all services of Assessor under this Agreement or the termination of the Agreement for any reason.

6.8 Controlling Law/Venue:

This Agreement is to be governed by the laws of the State of Michigan. It is mutually agreed that, in the event of any proceeding, at law or at equity, arising under this Agreement or breach thereof, that the venue of any such action shall be in the County of Genesee and the State of Michigan.

6.9 Authorization:

The respective signatories hereto expressly acknowledge that this Agreement is made and entered into with full authority of the City of Swartz Creek Council and Legacy Assessing Services, Inc. and that the persons executing this Agreement on behalf of the respective parties have been duly authorized and empowered to make and enter into this Agreement by said Council and said Assessor.

(Signature Page Follows)

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

CITY OF SWARTZ CREEK, MICHIGAN:

LEGACY ASSESSING SERVICES, INC.

By: _____
David A. Krueger, Mayor

By: _____
Heather MacDermaid, Partner

By: _____
Connie Olger, City Clerk

EXHIBIT "A"
City of Swartz Creek, Charter Provisions, Taxation

CHAPTER 9. TAXATION*

***State law references:** General property tax act, MCL 211.1 et seq., MSA 7.1 et seq.

Section 9.1. Power to tax--Tax limit.

The city shall have the power to assess taxes and to lay and collect rents, tolls, and excises. During the first five years of the existence of the city, the annual general ad valorem tax levy for municipal purposes shall not exceed one-half of one per cent (5 mills) of the assessed value of all real and personal property in the city as determined by the City's Assessor and Board of Review, or one-quarter of one per cent (2 1/2 mills) of such assessed value, as equalized by the State of Michigan, as required by law, whichever basis of limitation will result in the lesser taxation upon the taxable property in the city. Thereafter, the levy shall not exceed one per cent of the said assessed value as determined by the City's Assessor and Board of Review, or one-half of one percent (5 mills) of such value as equalized by the State of Michigan, as required by law, whichever basis of limitation will result in the lesser taxation upon the taxable property in the city, unless the proposition to approve an increase above the tax rate so limited is first approved by the electors of the city. No such increase shall cause the total tax rate to exceed two per cent of the assessed value of all real and personal property in the city.

State law references: Mandatory that Charter provide for annually levying and collecting taxes, MCL 117.3(g), MSA 5.2073(g).

Section 9.2. Subjects of taxation--Tax procedure.

- (a) The subjects of ad valorem taxation for municipal purposes shall be the same as for state, county, and school purposes under the general law.
- (b) Except as otherwise provided by this chapter, city taxes shall be assessed, levied, and collected in the manner provided by law.

State law references: Mandatory that Charter provide that subject of taxation for municipal purposes shall be the same as for state, county and school purposes under general law, MCL 117.3(f), MSA 5.2073(f); property subject to taxation, MCL 211.1 et seq., MSA 7.1 et seq.

Section 9.3. Exemptions.

The power of taxation shall never be surrendered or suspended by any grant or contract to which the city shall be a party. No exemptions from taxation shall be allowed, except such as are expressly required or permitted by law.

State law references: Property exempt from taxation, MCL 211.7 et seq., MSA 7.7 et seq.

Section 9.4. Tax day.

Subject to the exceptions provided or permitted by law, the taxable status of persons and property shall be determined as of the thirty-first day of December, or such other date as may subsequently be required by law, which shall be deemed the tax day. Values on the assessment roll shall be determined according to the facts existing on the tax day for the year for which such roll is made, and no change in the status or location of any such property after that day shall be considered by the Assessor or the Board of Review.

State law references: Designation of tax day, MCL 211.2, MSA 7.2; time, place and method of assessment, MCL 211.10 et seq., MSA 7.10 et seq.

Section 9.5. Personal property--Jeopardy assessment.

Draft Minutes

If the Treasurer finds or reasonably believes that any person who is, or may be, liable for taxes upon personal property, the taxable situs of which was in the city on tax day, intends to depart or has departed from the city; or to remove or has removed therefrom personal property which is, or may be, liable for taxation; or to conceal or conceals himself or his property; or does any other act tending to prejudice, or to render wholly or partly ineffectual the proceedings to collect such tax, he shall proceed to collect the same as a jeopardy assessment in the manner provided by law.

State law references: Jeopardy assessment of personal property taxes, MCL 211.691 et seq., MSA 7.51(1) et seq.

Section 9.6. Preparation of the assessment roll.

Prior to the date of the meeting of the Board of Review in each year, the Assessor shall prepare and certify an assessment roll of all property in the city. Such roll shall be prepared in accordance with the requirements of law, and may be divided into volumes, which the Assessor shall identify the number for purposes of convenience in handling the assessment roll and for locating properties assessed therein. The attachment of any certificate or warrant required by this chapter to any volume of the roll, either as an assessment roll or as a tax roll, shall constitute the attachment thereof to the entire roll, provided the several volumes are identified in such certificate or warrant. Values of property set forth on the assessment roll shall be determined according to recognized methods of systematic assessment.

State law references: Mandatory that Charter provide for preparation of assessment roll, MCL 117.3(i), MSA 5.2073(i); assessment roll, MCL 211.24 et seq., MSA 7.24 et seq.

Section 9.7. Board of Review.

(a) A Board of Review is hereby created, composed of three members who have the qualifications of holding elective city office as set forth in Section 4.4 of this charter.

(b) The members of the Board of Review shall be appointed by the Council, and may be removed for reasons of nonfeasance or misfeasance by the vote of five members of the Council. The first members shall be appointed during the month of January, 1960, for terms expiring on July 1, 1961, 1962, and 1963. Thereafter one member shall be appointed in the month of May of each year, for a term of three years, commencing on the following July first.

(c) The Board shall, annually, on the first day of its meeting, select one of its members chairman for the ensuing year. The Assessor shall be Clerk of the Board, and shall be entitled to be heard at its sessions, but shall have no vote on any proposition or question.

State law references: Mandatory that Charter provide for a board of review, MCL 117.3(a), MSA 5.2073(a).

Section 9.8. Duties and functions of Board of Review.

For the purpose of revising and correcting assessments, the Board of Review shall have the same powers and perform like duties, in all respects, as are, by law, conferred upon and required of boards of review in townships, except as otherwise provided in this charter. At the time, and in the manner provided in the following section, it shall hear the complaints of all persons considering themselves aggrieved by assessments. If it shall appear that any person or property has been wrongfully assessed or omitted from the roll, the Board shall correct the roll in such manner as it deems just. Except as otherwise provided by law, no person other than the Board of Review shall make any change upon, or addition or correction to, the assessment roll. The Board shall make no such changes, additions, or corrections after it has certified the roll as provided and required by Section 9.11 of this chapter. The Assessor shall make a permanent record of all proceedings of the Board and enter therein all resolutions and decisions of the Board. Such record shall be filed with the Clerk on or before the first day of September following the meeting of the Board of Review.

Section 9.9. Meetings of Board of Review.

(a) The Board of Review shall convene at 9:00 o'clock a.m. on the third Monday in March in each year at a place designated by the Council, or on such other date as may subsequently be required by law for the

meeting of boards of review in cities, and shall meet at the same time and continue in session from day to day for not less than three days for the purpose of considering the assessment roll of the city.

(b) The Board of Review may examine on oath any person appearing before it respecting the assessment of property on the assessment roll. Any member of the Board may administer the oath.

State law references: Mandatory that Charter provide for meeting of board of review, MCL 117.3(i), MSA 5.2073(i).

Section 9.10. Notice of meetings.

Notice of the time and place of the annual meeting of the Board of Review shall be published by the Assessor not less than one week nor more than three weeks prior thereto.

Section 9.11. Certification of roll.

After the Board of Review has completed its review of the assessment roll, and not later than the Tuesday following the fourth Monday in March, or such other date as may subsequently be required by law, the majority of its members shall sign a certificate to the effect that the same is the assessment roll of the city for the year in which it has been prepared, as approved by the Board of Review, which certificate, when attached to any volume of the roll shall constitute a conclusive presumption of the validity of the entire roll, as provided in Section 9.6 of this chapter. In the event that the Board of Review shall fail or refuse to so review the assessment roll of the city, such roll, as prepared and presented to the Board of Review by the Assessor shall be the assessment roll for the year for which it was prepared and shall stand as though it had been certified by the Board of Review.

State law references: Completion of review of assessments prior to first Monday in April required, MCL 211.30a, MSA 7.30(1).

Section 9.12. Validity of assessment roll.

Upon the completion of the assessment roll, and from and after midnight ending the last day of the meeting of the Board of Review, or the first Monday in April, whichever date first occurs, it shall be the assessment roll of the city for county, school and city taxes, and for other taxes on real and personal property that may be authorized by law. It shall be presumed by all courts and tribunals to be valid, and shall not be set aside, except for cause set forth by law.

State law references: Mandatory that Charter provide for levy, collection and return of state, county and school taxes, MCL 117.3(i), MSA 5.2073(i).

Section 9.13. Clerk to certify levy.

Within three days after the Council has made the appropriations for the ensuing year, the Clerk shall certify to the Assessor the total amount which the Council determines shall be raised by general ad valorem taxation, together with such other assessments and lawful charges and amounts which the Council requires to be assessed, reassessed, or charged upon the city tax roll against property or persons.

Section 9.14. City tax roll.

After the Board of Review has completed its review of the assessment roll, the Assessor shall prepare a tax roll, or a combined assessment and tax roll, to be known as the "City Tax Roll." Upon receiving the certification of the several amounts to be raised, assessed, and charged for city taxes, as provided in the preceding section, the Assessor shall proceed forthwith, (1) to spread the amounts of the general ad valorem tax according to and in proportion to the several valuations set forth in said assessment roll, and (2) to place such other assessments and charges upon the roll as are required and authorized by the Council. For convenience, the city tax roll may be divided into two or more volumes.

Section 9.15. Taxes a debt and lien.

The taxes on real and personal property shall become a debt to the city from the owner or person otherwise to be assessed, on the tax day provided by law. The amounts assessed on any interest in real property shall become a lien upon such real property on the first day of July next subsequent to the tax day, and shall so remain, until paid. Said tax liens shall take precedence over all other claims, encumbrances, and

liens upon said personal property whatsoever, whether created by chattel mortgage, title retaining contract, execution, or upon any other final process of a court, attachment, replevin, judgment, or otherwise, and no transfer of personal property assessed for taxes shall operate to divest or destroy such lien, except where such property is actually sold in the regular course of retail trade.

Section 9.16. Tax roll certified for collection.

After spreading the taxes and placing other assessments and charges upon the roll, the Assessor shall certify the tax roll, and attach his warrant thereto directing and requiring the Treasurer to collect, prior to March first of the following year, from the several persons named in the roll the several sums mentioned therein opposite their respective names as a tax, charge, or assessment. Said warrant shall grant to and vest in the Treasurer, all the statutory powers and immunities possessed by township treasurers for the collection of taxes. The tax roll shall be delivered to the Treasurer on or before the thirtieth day of June.

State law references: Collection of taxes, MCL 211.44 et seq., MSA 7.87 et seq.

Section 9.17. Tax payment date.

City Taxes shall be due and payable on July first of each year.
(Amended by electors 4-3-67)

Section 9.18. Taxes due--Notification thereof.

The Treasurer shall not be required to make personal demand for the payment of taxes but, upon receipt of the city tax roll, he shall forthwith mail a tax statement to each person named in the tax roll, which mailed statement shall be a sufficient demand for the payment of all taxes assessed. Neither the failure on the part of the Treasurer to mail such statement, nor the failure of any person to receive the same, shall invalidate the taxes on the tax roll or release any person or property assessed from the liabilities in this chapter in case of nonpayment.

Section 9.19. Tax payment schedule.

The Council shall provide, by ordinance, the tax payment schedule for city taxes, the times when the same may be paid without the addition of collection fees or interest, and the amount of collection fees and interest to be added thereafter. All amounts collected as collection fees and interest shall be paid into the city's treasury for the use and benefit of the city.

Section 9.20. Failure or refusal to pay personal property tax.

If any person shall neglect or refuse to pay any tax on personal property assessed to him, the Treasurer shall collect the same by seizing any personal property of such person, to an amount sufficient to pay such tax, together with any charges and interest added thereto, wherever the same may be found in the State. No property shall be exempt from such seizure. He may sell the property seized, to an amount sufficient to pay the taxes and all charges, fees, penalties, and interest, in accordance with statutory provisions. The Treasurer may also sue the person to whom a personal property tax is assessed, in accordance with the powers granted to him by law.

State law references: Failure or refusal to pay tax, MCL 211.47, MSA 7.91.

Section 9.21. State, county and school taxes.

For the purposes of assessing and collecting taxes for state, county, and school purposes, the city shall be considered the same as a township and all provisions of law relative to the collection of, and accounting for, such taxes and the penalties and interest thereon shall apply. For the purpose of collection of state, county, and school taxes, the Treasurer shall perform the same duties and have the same powers as township treasurers under state law.

State law references: Mandatory that Charter provide for levy, collection and return of state, county and school taxes, MCL 117.3(i), MSA 5.2073(i); state law relative to the assessment, levy and collection of taxes, MCL 211.1 et seq., MSA 7.1 et seq.

Section 9.22. Protection of city lien.

The city shall have power, insofar as the exercise thereof shall not conflict with or contravene the provisions of law, to acquire such an interest in any premises within the city, by purchase at any tax or other public sale, or by direct purchase from or negotiation with the State of Michigan or the owner, as may be necessary to assure to the city the collection of its taxes, special assessments, charges, and any interest thereon which are levied against any lot or parcel of real property or to protect the lien of the city therefor, and may hold, lease, or sell the same. Any such procedure exercised by the city to assure the collection of its taxes or the protection of its tax or other liens shall be deemed to be for a public purpose. The Council may adopt any ordinance which may be necessary to make this section effective.

Section 9.23. Collection of delinquent taxes.

All taxes and charges, together with fees, penalties, and interest upon real property on the tax roll, remaining uncollected by the Treasurer on the first day of March following the date when the roll was received by him shall be subject to one of the following procedures:

(1) The real property against which such taxes and charges are assessed shall be subject to disposition, sale, and redemption for the enforcement and collection of the tax lien against the same in the method and manner which may be provided by ordinance. The Council may provide by ordinance the procedure for the sale and redemption of real property for such unpaid taxes and charges, together with fees, penalties, and interest, by judicial sale on petition filed in behalf of the city. Such procedure shall correspond substantially to the procedure provided by law for the sale by the State of tax delinquent real property and redemption therefrom, except that the acts performed by state and county officers shall be performed by appropriate city officers and that city tax sales shall be held not less than thirty nor more than ninety days prior to the date of corresponding tax sales under the general law.

(2) If no ordinance is in effect pursuant to subsection (1) of this section, such taxes shall be returned to the County Treasurer, to the extent and in the same manner and with like effect as provided by law for returns by township treasurers of township, school and county taxes. Such returns shall include all the additional assessments, charges, fees, penalties, and interest hereinbefore provided, which shall be added to the amount assessed in said tax roll against such property or person. The taxes thus returned shall be collected in the same manner as other taxes returned to the County Treasurer are collected, in accordance with law, and shall be and remain a lien upon the property against which they are assessed until paid.

Section 9.24. Disposition of real property held by city.

When the city has acquired any interest in property to protect the city's tax lien thereon, the owner of any interest therein by fee title, as mortgagee, or as vendor or vendee under a land contract, shall have the right to purchase the city's interest therein, upon payment to the city of the amount of money which the city has invested therein in the form of taxes, special assessments, charges, fees, penalties, interest, and costs, paid by the city to protect its title in such property. After the lapse of ninety days after the date that the city acquires title to any such property, the Council may remove the same from the market by determining that such property is needed for and should be devoted to public purposes, naming such purposes, or may sell the same at a price which shall be not less than the market value, as determined.

And further, direct the Mayor and City Clerk to endorse and execute this agreement on behalf of the City.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

Steve Long 5356 Worchester, wanted information on the Back the Badge Fundraiser. Councilmember Cramer responded that the fundraiser has been cancelled.

Amanda Lamielle 2054 Morrish Road, introduced herself and her friend Sheri Foreman, they are with a group called REACT and just wanted to introduce themselves.

REMARKS BY COUNCILMEMBERS:

Mayor Pro Tem Pinkston commented on real estate in the village and how fast they are selling.

Councilmember Gilbert noticed while walking his dog on Frederic Street there is a storm drain with a hole in front of it that needs attention.

Councilmember Farmer is super thankful to be able to meet in person because Zoom was down today. The movie last week was a wonderful event and he is hoping to see a fall movie event. He noticed at Elms Park it has been very dusty. Mr. Harris responded that putting down chloride is on the agenda.

Councilmember Cramer would like to have the next council meeting at Abrams Park again. He is happy to see the 20 year street plan still in motion.

Councilmember Henry commented on the Heritage Village surfacing issues.

Mr. Harris gave a quick update on the street project.

ADJOURNMENT

Resolution No. 200824-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Cramer

I Move the Swartz Creek City Council adjourn the regular council meeting of August 24, 2020, and set Abrams Park Pavilion #2 as the venue for the next regularly scheduled council meeting of September 14, 2020.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

FANG ACTIVITY REPORT

August 2020

08/04 – FANG detectives observed a hand to hand drug deal in the Flint area. FANG detectives made contact with the suspects and recovered 3 grams of heroin and \$750.

08/05 – FANG detectives conducted 2 separate undercover buys of heroin from different dealers. Both dealers were identified and the cases are ongoing.

08/11 – FANG detectives conducted a surveillance/interdiction detail at several of the hotels in Flint Twp.

08/12 – FANG detectives utilized a confidential informant to buy one gram of MDMA and two LSD tabs. The dealer was identified and a search warrant resulted later in the month.

08/13 - FANG detectives conducted a search warrant at the residence of a known crack dealer. As a result FANG detectives recovered one ounce of crack cocaine and \$7,786.

08/18 – FANG detectives conducted a search warrant at the residence of a crack dealer in the Flint area. FANG detectives seized one ounce of crack, \$1,700 cash and three guns.

Also on this date, FANG detectives utilized confidential informants to conduct three separate heroin buys into three separate dealers in the Flint area.

08/19 – FANG detectives dismantled two separate illegal marijuana grows. The first was in Mt. Morris Twp. This grow consisted of 43 plants growing in a field. The second consisted of 10 marijuana plants that were growing unsecured in the back yard of a residence in Flint Twp.

08/24 – FANG detectives conducted an undercover buy of \$200 in MDMA from a known dealer in the Burton area. This buy along with the buy conducted on 08/12 resulted in a search warrant on the 26th.

Also on this date FANG detectives assisted the DEA with surveillance on a subject coming back from Chicago. Six ounces of cocaine were seized as a result of a traffic stop on the suspect. Investigation remains on going.

08/25 – FANG detectives conducted a surveillance detail on a major heroin dealer living in Grand Blanc Twp. and operating in Genesee County.

08/26 – FANG detectives conducted a search warrant at the residence of a MDMA/LSD dealer in the City of Burton. FANG detectives seized several grams of MDMA and several dozen LSD tabs.

Also on this date, FANG detectives seized a small amount of heroin from a female that was witnessed using near the City of Flushing. Investigation remains ongoing.

08/27 – FANG detectives conducted a search warrant at the residence of a known crack dealer. FANG detectives seized three grams of crack cocaine, several LSD tabs and a small amount of heroin.

Also on this date, FANG detectives utilized confidential informants to conduct two separate controlled purchases of narcotics. The first was for crack cocaine and the second was for heroin. The investigations area ongoing.

08/28 – FANG detectives assisted the fugitive team with the execution of three separate search warrants in Genesee County.

Also on this date FANG detectives assisted MSP K-9 with a traffic stop resulting in the seizure of one ½ ounce of cocaine and \$600 cash.

Also on 08/28 FANG detectives assisted the DEA with a search warrant in the City of Flint. Detectives located a box of ammunition and crack cocaine in the possession of a prior felon. This investigation remains on going.

08/31- FANG detectives conducted two separate undercover buys. The first buy was from a heroin dealer. The second buy was from a cocaine dealer. Both dealers have been identified and the investigations are ongoing.

09/03/2020

CHECK REGISTER FOR CITY OF SWARTZ CREEK
CHECK DATE FROM 08/01/2020 - 08/31/2020

Highlighted amount is total for that vendor

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
08/04/2020	48218	STATE OF MICHIGAN	STATE DIST 5-50 LAND BANK PMT	473.47
08/05/2020	48219	BS & A SOFTWARE	PERMIT APPLICATION SUBMISSION PREV QTR O	92.00
08/05/2020	48220	COMCAST BUSINESS	MONTHLY INVOICE 7/29-8/28/20	179.73
08/05/2020	48221	CONSUMERS ENERGY	5361 WINSHALL DR #2 RESTRMS 9987 7/1-7/3	40.72
08/05/2020	48222	CONSUMERS ENERGY	9099 MILLER RD 7/1-7/30/20	33.13
08/05/2020	48223	CONSUMERS ENERGY	5361 WINSHALL DR 8369 7/1-7/30/20	30.46
08/05/2020	48224	CONSUMERS ENERGY	5257 WINSHALL DR 7/1-7/30/20	28.86
08/05/2020	48225	CONSUMERS ENERGY	8499 MILLER RD 7/1-7/30/20	30.72
08/05/2020	48226	CONSUMERS ENERGY	8059 FORTINO DR 7/1-7/30/20	68.58
08/05/2020	48227	CONSUMERS ENERGY	4510 MORRISH RD 7/1-7/30/20	37.18
08/05/2020	48228	CONSUMERS ENERGY	5015 HOLLAND DR LOT LIGHTS 7/1-7/30/20	36.33
08/05/2020	48229	CONSUMERS ENERGY	8011 MILLER RD 7/1-7/30/20	28.86
08/05/2020	48230	CONSUMERS ENERGY	8095 CIVIC DR 7/1-7/30/20	649.67
08/05/2020	48231	CONSUMERS ENERGY	TRAIL APPLICATION	500.00
08/05/2020	48232	FIDELITY SECURITY LIFE INSUR/EYEMED	AUGUST 2020 VISION RETIREES (5)	34.84
08/05/2020	48233	JEREMY J HART	NEW DOOR MENS RESTROOM ABRAMS PARK	895.00
08/05/2020	48234	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	1,145.00
08/05/2020	48235	PITNEY BOWES INC.	LEASING SERVICES THRU 6/30/20	48.04
			LEASING SERVICES 7/1-8/29/20	96.08
				144.12
08/11/2020	48236	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES JUNE 2020	4,003.15
08/11/2020	48237	CONSUMERS ENERGY	8301 CAPPY LN 7/2-8/2/20	206.05
08/11/2020	48238	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	971.83
08/11/2020	48239	CONSUMERS ENERGY	8083 CIVIC DR 7/1-7/30/20	571.00
08/11/2020	48240	CONSUMERS ENERGY	5121 MORRISH RD 7/1-7/30/20	302.12
08/11/2020	48241	CONSUMERS ENERGY	ELMS PARKING LOT AREA LIGHTS 2300 7/1-7/	33.73
08/11/2020	48242	CONSUMERS ENERGY	SIRENS TRAFFIC LIGHTS 1997 7/1-7/31/20	27.30
08/11/2020	48243	CONSUMERS ENERGY	STREET LIGHTS 1294 7/1-7/31/20	7,293.99
08/11/2020	48244	CONSUMERS ENERGY	4524 MORRISH RD 7/1-7/31/20	53.35
08/11/2020	48245	CONSUMERS ENERGY	TRAFFIC LIGHTS 1781 7/1-7/31/20	412.46
08/11/2020	48246	CONSUMERS ENERGY	4125 ELMS RD 4353 7/3-8/3/20	52.17
08/11/2020	48247	CONSUMERS ENERGY	4125 ELMS RD PAVILION 4437 7/3-8/3/20	37.40
08/11/2020	48248	CONSUMERS ENERGY	6425 MILLER PARK & RIDE 7/3-8/3/20	89.89
08/11/2020	48249	CONSUMERS ENERGY	8100 CIVIC DR 7/2-8/2/20	1,148.78
08/11/2020	48250	OHM ADVISORS	USDA WATERMAIN IMPROVEMENT PROJECT FY20	16,225.58
			USDA WATERMAIN IMPROVEMENT PROJECT	2,093.62
				18,319.20
08/11/2020	48251	OHM ADVISORS	USDA WATERMAIN IMPROVEMENT PROJECT	34,420.00
08/13/2020	48252	ADS PLUS PRINTING LLC	REGULAR ENVELOPES (QUANTITY 1000)	208.00
08/13/2020	48253	ANAIYA JOHNSON	ELMS PARK DEPOSIT REFUND 8/1/20 #2	100.00
08/13/2020	48254	APRIL GUMBS	ABRAMS PARK DEPOSIT REFUND 7/18/20 #2	100.00
08/13/2020	48255	BARBARA BISHOP	ELMS PARK DEPOSIT REFUND 8/8/20 #1	100.00
08/13/2020	48256	BIO-SERV CORPORATION	PEST CONTROL - CITY HALL/LIBRARY-SR CTR	114.00
			PEST CONTROL - PUBLIC SAFETY BLDG	59.00
				173.00
08/13/2020	48257	BRUCE BRIDGEWATER	REIMBURSEMENT FOR CONCRETE REPAIR 9128 L	400.00
08/13/2020	48258	BS & A SOFTWARE	ANNUAL ASSESSING SERV/SUPP 8/1/20-8/1/21	1,246.00
08/13/2020	48259	CARNELL L GILL SR	ELMS PARK DEPOSIT REFUND 8/9/20 #4	100.00
08/13/2020	48260	CHANTEL DAWSON	ELMS PARK CANCEL 8/29/20 #4	220.00
08/13/2020	48261	COFFIELD OIL COMPANY INC	FUEL	28.01
08/13/2020	48262	CONNIE OLGIER	BALANCE OF ELECTION SUPPLIES ADV CK #481	150.42
08/13/2020	48263	CONSUMERS ENERGY	ANNUAL PROP RENTAL FLINT TWP	25.00
08/13/2020	48264	D & G SIGNS LLC	4' X 4' COROPLAST (2)	259.92
08/13/2020	48265	DEANNA KORTH	BANK MILEAGE DEANNA JULY 2020	58.31
08/13/2020	48266	DENNIS BECKLEY	UB REFUND FOR 9287 CEDAR CREEK SC	245.12
08/13/2020	48267	ELLEXUS TYLER	ELMS PARK DEPOSIT REFUND 8/9/20 #3	100.00
08/13/2020	48268	ENERGY REDUCTION COALITION	EXCESS BENEFIT PAYMENT	1,136.79
08/13/2020	48269	ESTHER STEWART	ELMS PARK CANCEL 8/8/20 #2	220.00

08/13/2020	48270	FAMILY FARM AND HOME INC	JULY 2020 INVOICES	126.97
08/13/2020	48271	FERGUSON WATERWORKS #3386	1 T10 MTR P/CCF *X	272.19
08/13/2020	48272	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	5.00
08/13/2020	48273	GILL ROYS HARDWARE	JULY 2020 INVOICES LESS DISCOUNT	490.48
08/13/2020	48274	GREGORY R CRUTHERS	ANNUAL WEB SITE MAINT.	500.00
08/13/2020	48275	INTEGRITY BUSINESS SOLUTIONS	TOILET TISSUE	45.99
			12 PK WRITING PADS	14.68
				60.67
08/13/2020	48276	JESSICA GOODAR	UB REFUND FOR 9267 CEDAR CREEK	267.51
08/13/2020	48277	JODY KEY	BANK MILEAGE JODY JULY 2020	8.97
08/13/2020	48278	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	1,145.00
08/13/2020	48279	LEGACY ASSESSING SERVICES INC	ASSESSING SERVICES AUGUST 2020	2,356.20
08/13/2020	48280	MATTHEW R WADDILL	REPAIR LAWN MOWER TIRE	20.00
08/13/2020	48281	MELISSA POPILEK	ELMS PARK DEPOSIT REFUND 8/1/20 #1	100.00
08/13/2020	48282	MID MICHIGAN MANUFACTURING & MAINT	PORTABLE TOILET RENTAL 7/24/20	75.00
08/13/2020	48283	MILLIE HURSIN	ELMS PARK DEPOSIT REFUND 7/31/20 #2	100.00
08/13/2020	48284	MISTY HUFFMAN	ELMS PARK DEPOSIT REFUND 8/9/20 #1	100.00
08/13/2020	48285	MRWA	EXCAVATION/TRENCHING SAFETY BOSAS/SANDFO	495.00
08/13/2020	48286	PATRICK MILLER	ELMS PARK DEPOSIT REFUND 8/1/20 #4	100.00
08/13/2020	48287	PHYLLIS LESLIE	ELMS PARK DEPOSIT REFUND 8/9/20 #2	100.00
08/13/2020	48288	RAYMOND BENJAMIN	ABRAMS PARK DEPOSIT REFUND 8/1/20	100.00
08/13/2020	48289	SARGENTS TITLE COMPANY	UB REFUND FOR 5278 DON SHENK LURVEY SC	86.24
08/13/2020	48290	SHARINA WILLIAMS	ELMS PARK DEPOSIT REFUND 8/8/20 #4	100.00
08/13/2020	48291	SHEILA D WILLIS	ELMS PARK DEPOSIT REFUND 8/2/20 #1	100.00
08/13/2020	48292	SIMEN FIGURA & PARKER PLC	MONTHLY INVOICE JULY 2020	3,136.00
08/13/2020	48293	STAPLES	HP 80X BLACK TONER 2PK	254.76
			5ML POUCH 300PK/LAM POUCHES 5MIL 100PK	102.80
			MENU SIZE POUCH 5MIL 100PK	112.99
			BROTHER TN660 BLK TONER HY/NOTEPADS 12 P	50.71
			CANON MP27DII DIGIT PRINTING	80.69
			PENS 4 BOXES	6.51
				608.46
08/13/2020	48294	SUPER FLITE OIL CO INC	FUEL - DPW	710.79
08/13/2020	48295	SWANK MOTION PICTURE INC.	MOVIES PER ORDER NUMBER RG 1701917	465.00
08/13/2020	48296	SWARTZ CREEK AREA FIRE DEPT.	FIRE SERVICES JULY 2020	2,908.01
08/13/2020	48297	TAH TAYANAH LORICK	ELMS PARK DEPOSIT REFUND 8/7/20 #1	100.00
08/13/2020	48298	TRACI NIELSEN	ELMS PARK DEPOSIT REFUND 8/2/20 #2	100.00
08/13/2020	48299	VERIZON WIRELESS	MONTHLY INVOICE 7/2/20-8/1/20	495.91
08/13/2020	48300	WILLIAM FONTANA	UB REFUND FOR 5331 GREENLEAF SC	291.75
08/13/2020	48301	WILLIE C BUFORD	ELMS PARK DEPOSIT REFUND 8/7/20 #2	100.00
08/13/2020	48302	WINS ELECTRICAL SUPPLY CO INC	40W TALL PAK	189.07
08/19/2020	48303	BAYVIEW TITLE AGENCY	UB REFUND FOR 4134 JENNIE	56.64
08/19/2020	48304	BETTY SHANNON	JULY & AUGUST 2020 CONTRACT REIM RETIREE	628.16
08/19/2020	48305	CAROL DAVIS	UB REFUND FOR 9263 CEDAR CREEK	262.95
08/19/2020	48306	CITY OF SWARTZ CREEK	REIMB PETTY CASH THRU 8/17/20	176.15
08/19/2020	48307	DELTA DENTAL PLAN	RETIREE DENTAL SEPT 2020 (5)	348.58
08/19/2020	48308	DENISE COOLE	ELMS PARK DEPOSIT REFUND 8/15/20 #2	100.00
08/19/2020	48309	FLINT NEW HOLLAND	LAMP TURN SIGNAL	29.67
08/19/2020	48310	GEN CTY ROAD COMMISSION	I-69 WB OFF RAMP @ MORRISH RD	112.99
			JULY 2020 S-MTCE & OPERATIONS	215.44
			SIGNAL MILLER @ FAIRCHILD	225.90
				554.33
08/19/2020	48311	GENESEE CTY DRAIN COMMISSIONER	WATER 7/1-7/29/20 2,126,444	133,770.53
08/19/2020	48312	GLAESER DAWES	ROAD CONSTRUCTION OAKVIEW/WINSTON/CHELMS	57,390.17
			USDA WATERMAIN PROJ OAKVIEW/MILLER/BRIST	159,038.11
				216,428.28
08/19/2020	48313	INTEGRITY BUSINESS SOLUTIONS	INSECTICIDE	73.40
			CAN LINERS	245.60
				319.00

08/19/2020	48314	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES/OTHER (2)	1,215.00
08/19/2020	48315	LINDA LUDWIG	ELMS PARK DEPOSIT REFUND 8/15/20 #1	100.00
08/19/2020	48316	METRO POLICE AUTH OF GENESEE COUNTY	JULY 2020 ORDINANCE FEES	2,467.41
08/19/2020	48317	MUNICIPAL CODE CORP	5 COPIES OF SUPPLEMENT 7	1,131.04
08/19/2020	48318	NEDAA KHALFA	ELMS PARK DEPOSIT REFUND 8/14/20 #1	100.00
08/19/2020	48319	NICOLE JONES	ELMS PARK DEPOSIT REFUND 8/15/20 #3	100.00
08/19/2020	48320	NIJAL WILLIAMS	ELMS PARK DEPOSIT REFUND 8/14/20 #2	100.00
08/19/2020	48321	OHM ADVISORS	SPRINGBROOK EAST PHASE II CONST SERVICES	480.00
08/19/2020	48322	OHM ADVISORS	EXISTING PLAN SCANNING	1,416.00
08/19/2020	48323	PARAGON LABORATORIES INC	WATER SAMPLES WO SWARTZ CREEK	727.00
08/19/2020	48324	PATRICK HUDSON	ELMS PARK DEPOSIT REFUND 8/15/20 #4	100.00
08/19/2020	48325	ROWE PROFESSIONAL SERVICES CO	BRIDGE INSPECTION MORRISH RD AND ELMS RD	850.00
08/19/2020	48326	SHAYONNA GILMORE	ELMS PARK DEPOSIT REFUND 8/16/20 #2	100.00
08/19/2020	48327	TANGINECA ALSTON	ELMS PARK DEPOSIT REFUND 8/16/20 #4	100.00
08/19/2020	48328	TATIANA NORRIS	ELMS PARK DEPOSIT REFUND 8/16/20 #1	100.00
08/19/2020	48329	TERRY LOCKHART	WOOD REPLACEMENT ROOF SHEATHING	1,296.00
			ROOF REPLACEMENT/SIDING WORK	49,690.00
				50,986.00
08/19/2020	48330	UNUM LIFE INSURANCE	RETIREE LIFE SEPT 2020 (4)	49.73
08/19/2020	48331	VERMEER OF MICHIGAN	BRUSH CHIPPER MAINTENANCE	2,896.57
GEN TOTALS:				
Total of 114 Checks:				508,768.92
Less 0 Void Checks:				0.00
Total of 114 Disbursements:				<u>508,768.92</u>

August 2020	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#6-16 2WD gas	527.0		37.0		
#1-20 4WD diesel	108.0				15.0
#7-15 4WD gas	445.0		41.5		
#3-08 P/U 4WD gas	565.0		68.0		
#10-18 P/U diesel	680.0				63.3
#2-08 P/U 4WD gas	537.0		68.6		
#6-00 BACKHOE diesel					
#11 DUMP gas					
#12-02 DUMP diesel	0.0				
#12-04 DUMP diesel					
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					18.0
#19 JD TRACTOR diesel					
#06-99 BUCKET TRUCK gas					
#21 WOOD CHIPPER diesel					25.0
#807 STREET SWEEPER diesel	120.0				27.0
#42 ASPHALT HEATER diesel					
#37 TRAIL ARROW					
#10-15 GEN gas					
#5-18 KUBOTA (Hours)	34.8		5.5		
gas can					
TOTAL	2982.0		220.6		148.3

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
Hours for Week Beginning: 07/26/2020						
08/01/2020	4100000004	Wright, David L	15X	401	0.00	1.00
		- dumped trash and opened bathrooms				
08/01/2020	4100000004	Wright, David L	15X	401	0.00	1.00
		- dumped trash and opened bathrooms				
Total For Employee: 4100000004					0.00	2.00
Hours for Week Beginning: 08/02/2020						
08/03/2020	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
08/03/2020	4100000001	Gardner, Rodney E	VAC	401	4.00	0.00
08/04/2020	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
08/04/2020	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
		- mow				
08/05/2020	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
08/05/2020	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
08/05/2020	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
08/06/2020	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
		- sweep				
08/07/2020	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
08/07/2020	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
08/08/2020	4100000001	Gardner, Rodney E	15X	401	0.00	1.00
		- pickup				
08/08/2020	4100000001	Gardner, Rodney E	15X	401	0.00	1.00
		- pickup				
Total For Employee: 4100000001					40.00	2.00
08/02/2020	4100000004	Wright, David L	2X	401	0.00	1.00
		- dumped trash and opened bathrooms				
08/02/2020	4100000004	Wright, David L	2X	401	0.00	1.00
		- dumped trash and opened and sanitized bathrooms				
08/03/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- measuring and placing tape for candidates				
08/03/2020	4100000004	Wright, David L	REG	401	1.50	0.00
		- replaced flush handle in bathroom at police dept.				
08/03/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- chipped brush behind gil-roys plaza				
08/03/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- put out new garbage barrels				
08/03/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- repaired yard on lindsey dr. repaired curb boxes on luea lane and cold patched around them				
08/03/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- checked trash				
08/04/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- picked up candidate signs				
08/04/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- picked up trash in playscape replaced slats in playscape replaced bolts and tightened bolts on truck and b				
08/04/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- final water reads				
08/04/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- hung white board in dps office				
08/05/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- took down election and hauled to public safety bldg.				
08/05/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- repaired door lock on mens bathroom				
08/05/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- picked up branches and litter				
08/05/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- repaired guard rail on morrish road and cut up fallen tree on bristol road				
08/05/2020	4100000004	Wright, David L	REG	401	1.00	0.00

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
		- put dirt around catch basin in heritage subdivison				
08/05/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- checking clutch and belts on woodchipper				
08/06/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- changed light switch in womens bathroom at city hall again				
08/06/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- picked up signs at signorama and lowered flags				
08/06/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- mowed raubinger road mowed shoulder on seymour road and mowed yard on elms rd				
08/06/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- took chipper to fowlerville				
08/07/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and vaccumed carpet				
08/07/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- sanitized building				
08/07/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- picked up movie signs				
08/07/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- checked barrels around town for trash				
08/07/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened park bathrooms				
08/07/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
08/07/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- checked sewer manholes				
08/07/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- trimmed trees along fence				
-----					-----	-----
Total For Employee: 4100000004					40.00	2.00
08/03/2020	4100000005	Sandford, Jay E	VAC	401	8.00	0.00
08/04/2020	4100000005	Sandford, Jay E	VAC	401	8.00	0.00
08/05/2020	4100000005	Sandford, Jay E	VAC	401	8.00	0.00
08/06/2020	4100000005	Sandford, Jay E	VAC	401	8.00	0.00
08/07/2020	4100000005	Sandford, Jay E	VAC	401	8.00	0.00
-----					-----	-----
Total For Employee: 4100000005					40.00	0.00
08/03/2020	440000000000012	Harris, Andrew J	REG	202	8.00	0.00
		- 1 - mundy				
08/04/2020	440000000000012	Harris, Andrew J	REG	202	9.25	0.00
		- .5 mundy				
08/05/2020	440000000000012	Harris, Andrew J	REG	202	9.25	0.00
		- includes park board meeting				
08/06/2020	440000000000012	Harris, Andrew J	REG	202	2.00	0.00
08/06/2020	440000000000012	Harris, Andrew J	VAC_SUPV	202	6.00	0.00
08/07/2020	440000000000012	Harris, Andrew J	REG	202	1.00	0.00
08/07/2020	440000000000012	Harris, Andrew J	VAC_SUPV	202	4.50	0.00
-----					-----	-----
Total For Employee: 440000000000012					40.00	0.00
08/03/2020	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Finish election set up				
08/03/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Weekly meeting				
08/03/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Final Reads				
08/03/2020	4400000009	Bosas, Rebecca M	REG	401	1.50	0.00
		- MISS digs				
08/03/2020	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Weed, weed whack, spray, leaf blow, clean up trash in downtown on sidewalks.				
08/04/2020	4400000009	Bosas, Rebecca M	PERS	401	8.00	0.00
08/05/2020	4400000009	Bosas, Rebecca M	PERS	401	8.00	0.00

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours	
08/06/2020	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00	
		- Weed whack, spray, blow off, and pick up garbage on Miller, north side of road down town					
08/06/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00	
		- Garbage downtown					
08/06/2020	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00	
		- Monthly and Quarterly Samples					
08/07/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00	
		- Open/disinfect parks					
08/07/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00	
		- Open/disinfect parks					
08/07/2020	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00	
		- Check manholes					
08/07/2020	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00	
		- Garbage					
08/07/2020	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00	
		- Data Log Sharps					
08/07/2020	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00	
		- Pick up movie signs					
08/07/2020	4400000009	Bosas, Rebecca M	REG	401	2.50	0.00	
		- Weed whack, spray, blow, pick up garbage Miller, Morrish, near Holland, etc					
----- Total For Employee: 4400000009					40.00	0.00	
08/03/2020	4400000012	Golden, Craig A	REG	404	2.50	0.00	
		- P/U garbage, clean bathrooms, fix door knob on men's bathroom, replace toilet flush in women's bathroom					
08/03/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00	
		- P/U garbage, clean bathrooms					
08/03/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00	
		- P/U garbage					
08/03/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00	
		- Wood chip by Happys pizza in plaza					
08/03/2020	4400000012	Golden, Craig A	REG	404	2.50	0.00	
		- P/U garbage, clean bathrooms, spray bees in playscape and tot lot					
08/03/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00	
		- Repair curb stop on Luea lane					
08/04/2020	4400000012	Golden, Craig A	REG	404	2.00	0.00	
		- Worked with Dave tightening tot lot toy rides & replaced two slats on playscape					
08/04/2020	4400000012	Golden, Craig A	REG	404	6.00	0.00	
		- Completed installation of desk and white board at city garage					
08/06/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00	
		- P/U garbage, cleaned & sprayed parking lot and building for weeds					
08/06/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00	
		- P/U garbage, clean, stock					
08/06/2020	4400000012	Golden, Craig A	REG	404	3.00	0.00	
		- P/U garbage, clean, stock. Replace broken light switch in women's bathroom. Sprayed weeds in parking lo					
08/06/2020	4400000012	Golden, Craig A	REG	404	3.00	0.00	
		- Mowed and weed whack around city areas					
----- Total For Employee: 4400000012					24.00	0.00	
08/03/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00	
		- disinfeted and cleaned up bathrooms and disinfeted tot lot covid 19					
08/03/2020	4400000014	Alles, Bryan S	REG	404	4.00	0.00	
		- mowed and weed wacked gardrails used rideing mower					
08/03/2020	4400000014	Alles, Bryan S	REG	404	2.00	0.00	
		- mowed and weed wacked citys house					
08/03/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00	
		- chipped with dave the pile behind zippys pizza					
08/04/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00	
		- disinfeted bathroom and cleaned bathroom covid 19					
08/04/2020	4400000014	Alles, Bryan S	REG	404	2.00	0.00	
		- disinfected bathroom and cleaned bathroom covid 19					

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
08/04/2020	4400000014	Alles, Bryan S	REG	404	4.00	0.00
		- mowed				
08/04/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- disinfeted covid 19				
08/05/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- disinfected bathrooms and tot lot cleaned bathrooms covid 19				
08/05/2020	4400000014	Alles, Bryan S	REG	404	2.00	0.00
		- disinfeted bathrooms and tot lot and cleaned bathrooms covid 19. picked up garbage				
08/05/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- disinfeted city hall covid 19				
08/05/2020	4400000014	Alles, Bryan S	REG	404	3.00	0.00
		- mowed				
08/05/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- collected the rest of the brush from behind zippys pizza				
08/06/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- disinfect bathrooms and tot lot covid 19				
08/06/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- disinfeted bathrooms and tot lot covid 19 picked up garbage				
08/06/2020	4400000014	Alles, Bryan S	REG	404	2.00	0.00
		- watered flowers				
----- Total For Employee: 4400000014					28.00	0.00
Hours for Week Beginning: 08/09/2020						
08/09/2020	4100000001	Gardner, Rodney E	2X	401	0.00	1.00
		- pickup				
08/09/2020	4100000001	Gardner, Rodney E	2X	401	0.00	1.00
		- pickup				
08/10/2020	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
08/11/2020	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
08/11/2020	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
08/12/2020	4100000001	Gardner, Rodney E	REG	401	6.00	0.00
08/12/2020	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
08/13/2020	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
08/14/2020	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
08/14/2020	4100000001	Gardner, Rodney E	REG	401	3.00	0.00
08/14/2020	4100000001	Gardner, Rodney E	REG	401	3.00	0.00
----- Total For Employee: 4100000001					40.00	2.00
08/10/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- emptied trash blew off pavilions sanitized bathrooms picked up trash in playscape				
08/10/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped bags in dog park at elms road park				
08/10/2020	4100000004	Wright, David L	REG	401	4.00	0.00
		- water stakings and final reads				
08/11/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and checked bathrooms				
08/11/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- picked up mulch by civic center sign and leave bags				
08/11/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- water stakings and water reads				
08/11/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- meeting with ferguson pipe going over specs on new dumptruck and repairing water pump on kubota				
08/12/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- wired new outlet in park pipe chase				
08/12/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- pulled dead trees				
08/12/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- sprayed bees and dumped trash				
08/12/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- met with school at the water tower and painted cement block wall				

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
08/12/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- raised flags				
08/13/2020	4100000004	Wright, David L	REG	401	8.00	0.00
		- chipped brush				
08/13/2020	4100000004	Wright, David L	15X	401	0.00	1.00
		- went to fowlerville to pick up chipper				
08/14/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- took down eavetroughs removed ground fault receptacle in mens bathroom at abrams park and unhooked breake				
08/14/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- chipped brush				
08/14/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- checked sewer manholes				
08/14/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- picked up barricades in heritage subdivison and checked out around catch basin				
----- Total For Employee: 4100000004					40.00	1.00
08/10/2020	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- cold patch major streets				
08/10/2020	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- cold patch local streets				
08/11/2020	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- spray weeds along major streets				
08/11/2020	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- meeting at dpw				
08/12/2020	4100000005	Sandford, Jay E	REG	401	7.00	0.00
		- spray weeds along major streets				
08/12/2020	4100000005	Sandford, Jay E	PERS	401	1.00	0.00
		- personal time				
08/13/2020	4100000005	Sandford, Jay E	REG	401	8.00	0.00
		- woodchipping				
08/14/2020	4100000005	Sandford, Jay E	15X	401	0.00	2.00
		- bag broken hydrant				
08/14/2020	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- Wood chipping				
08/14/2020	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- Check sewer system				
08/14/2020	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- Spray weeds along local streets				
08/15/2020	4100000005	Sandford, Jay E	15X	401	0.00	1.00
		- open park				
08/15/2020	4100000005	Sandford, Jay E	15X	401	0.00	1.00
		- open park				
----- Total For Employee: 4100000005					40.00	4.00
08/10/2020	4400000000000012	Harris, Andrew J	REG	202	1.00	0.00
08/10/2020	4400000000000012	Harris, Andrew J	VAC_SUPV	202	6.50	0.00
08/11/2020	4400000000000012	Harris, Andrew J	REG	202	8.50	0.00
08/12/2020	4400000000000012	Harris, Andrew J	REG	202	10.00	0.00
		- 5.5 mundy				
08/13/2020	4400000000000012	Harris, Andrew J	REG	202	6.00	0.00
08/14/2020	4400000000000012	Harris, Andrew J	REG	202	8.00	0.00
----- Total For Employee: 4400000000000012					40.00	0.00
08/10/2020	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Cold patching				
08/10/2020	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Cold patching				
08/11/2020	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- 1hr Ferguson meeting 1hr truck spec meeting				
08/11/2020	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
		- Spray weeds in curb line				
08/12/2020	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Spray weeds in curb				
08/12/2020	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Spray weeds in curb - old part of townWeed ordinance check -Worchester				
08/13/2020	4400000009	Bosas, Rebecca M	REG	401	4.50	0.00
		- Water main break Brady Street - assist DawesMiss Dig - BiggbyCCR wrap up Equipment pick up and fuel up				
08/13/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Spray weeds in curb - finish old part of town				
08/13/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Spray under I69 overpass and area around				
08/13/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Spray around baseball diamond				
08/13/2020	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Take chipper blades to gill Roy's to get sharpened				
08/14/2020	4400000009	Bosas, Rebecca M	PERS	401	3.00	0.00
08/14/2020	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Water flowersAssess pump problemFix broken hoseFilled up with gas and water for the weekend				
08/14/2020	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Final Read - Miller				
08/14/2020	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Miss dig Check hole from yesterdays manhole break for any sinking				

Total For Employee: 4400000009					40.00	0.00
08/10/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- P/U garbage clean				
08/10/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- P/U garbage, clean				
08/10/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00
		- P/U garbage				
08/10/2020	4400000012	Golden, Craig A	REG	404	3.00	0.00
		- P/U garbage, every barrel full, clean, .5 disinfect for virus. Investigate bee present complaint, no bees f				
08/10/2020	4400000012	Golden, Craig A	REG	404	2.50	0.00
		- Stalkings and final read				
08/11/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00
		- P/U garbage				
08/11/2020	4400000012	Golden, Craig A	REG	404	2.00	0.00
		- Repair slat on playscap, spray for bees				
08/11/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00
		- P/U garbage, clean				
08/11/2020	4400000012	Golden, Craig A	REG	404	2.00	0.00
		- Clean, P/U garbage, .5 disinfect				
08/11/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- Mop, wax office floor, wash truck				
08/11/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- P/U garbage, clean				
08/11/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- P/U garbage downtown barrels				
08/13/2020	4400000012	Golden, Craig A	REG	404	4.00	0.00
		- Woodchipping				
08/13/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00
		- p/u garbage				
08/13/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- P/U garbage, clean, .5 spray for virus				
08/13/2020	4400000012	Golden, Craig A	REG	404	2.50	0.00
		- P/U garbage, clean bathrooms, spray bees, .5 spray for virus				

Total For Employee: 4400000012					24.00	0.00
08/10/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- cleaned bathrooms and disinfected bathrooms and tot lot				

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
08/10/2020	4400000014	Alles, Bryan S	REG	404	3.00	0.00
		- watered flowers				
08/10/2020	4400000014	Alles, Bryan S	REG	404	4.00	0.00
		- worked on kabota trying to get the water leaks to stop and also swept the garage out and picked up				
08/11/2020	4400000014	Alles, Bryan S	REG	404	4.00	0.00
		- watered all the flowers				
08/11/2020	4400000014	Alles, Bryan S	REG	404	4.00	0.00
		- worked on the kabota watering pump and wireing				
08/12/2020	4400000014	Alles, Bryan S	REG	404	2.00	0.00
		- watered flowers				
08/12/2020	4400000014	Alles, Bryan S	REG	404	3.00	0.00
		- disinfetcted bathrooms and tot lot and got garbage and took out dead trees				
08/12/2020	4400000014	Alles, Bryan S	REG	404	2.00	0.00
		- disinfected bathrooms and tot lot and got garbage				
08/12/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- worked on kabota watering system				
08/13/2020	4400000014	Alles, Bryan S	REG	404	2.00	0.00
		- watered flowers				
08/13/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- took 1 hour to gather trash from psb library and city hall as well as to clean the bathrooms				
08/13/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- worked on movie signs				
----- Total For Employee: 4400000014					28.00	0.00
Hours for Week Beginning: 08/16/2020						
08/17/2020	4100000001	Gardner, Rodney E	REG	401	6.00	0.00
08/17/2020	4100000001	Gardner, Rodney E	VAC	401	2.00	0.00
08/18/2020	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
08/19/2020	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
08/20/2020	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
08/20/2020	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
08/21/2020	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
08/22/2020	4100000001	Gardner, Rodney E	15X	401	0.00	1.00
		- pickup				
08/22/2020	4100000001	Gardner, Rodney E	15X	401	0.00	1.00
		- pickup				
----- Total For Employee: 4100000001					40.00	2.00
08/17/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- checking why generator wouldnt start				
08/17/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- went to flint for parts and changed light on kubota four wheeler				
08/17/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- mowed grass on elms road shoulder				
08/17/2020	4100000004	Wright, David L	REG	401	5.00	0.00
		- dug up and replaced curb box on durwood checked leak on chesterfield did final reads and stakings				
08/18/2020	4100000004	Wright, David L	VAC	401	8.00	0.00
08/19/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- went to flint for batterys for large generator and installed them and made sure generator would run with				
08/19/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- watered flowers				
08/19/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- tore hydrant apart for repair and did water staking				
08/20/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- pulled merry go round and filled hole with dirt				
08/20/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
08/20/2020	4100000004	Wright, David L	REG	401	4.00	0.00
		- repaired hydrant on miller road				
08/20/2020	4100000004	Wright, David L	REG	401	1.00	0.00

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
		- checked trash barrels in downtown area				
08/21/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash at public safety bldg				
08/21/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash and checked bathrooms				
08/21/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash and sanitized				
08/21/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- water flowers				
08/21/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- filled potholes on school street				
08/21/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- checked sewer manholes				
08/21/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- water stakings				
----- Total For Employee: 4100000004					40.00	0.00
08/16/2020	4100000005	Sandford, Jay E	2X	401	0.00	1.00
		- open park				
08/16/2020	4100000005	Sandford, Jay E	2X	401	0.00	1.00
		- open park				
08/17/2020	4100000005	Sandford, Jay E	VAC	401	8.00	0.00
		- vacation time				
08/18/2020	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- work on GIS				
08/18/2020	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- work on GIS				
08/19/2020	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- water work orders and work on gis				
08/19/2020	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- work on gis				
08/20/2020	4100000005	Sandford, Jay E	REG	401	8.00	0.00
		- paint crosswalks in village				
08/21/2020	4100000005	Sandford, Jay E	PERS	401	4.00	0.00
		- personal time				
08/21/2020	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- paint crosswalks				
08/21/2020	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- check manholes				
----- Total For Employee: 4100000005					40.00	2.00
08/17/2020	4400000000000012	Harris, Andrew J	REG	202	7.00	0.00
08/18/2020	4400000000000012	Harris, Andrew J	REG	202	9.50	0.00
		- 1 - mundy (JROTC Building)				
08/19/2020	4400000000000012	Harris, Andrew J	REG	202	8.00	0.00
		- .5 mundy - JROTC				
08/20/2020	4400000000000012	Harris, Andrew J	REG	202	6.50	0.00
08/21/2020	4400000000000012	Harris, Andrew J	REG	202	7.00	0.00
----- Total For Employee: 4400000000000012					38.00	0.00
08/17/2020	4400000009	Bosas, Rebecca M	VAC	401	8.00	0.00
08/18/2020	4400000009	Bosas, Rebecca M	VAC	401	8.00	0.00
08/19/2020	4400000009	Bosas, Rebecca M	VAC	401	8.00	0.00
08/20/2020	4400000009	Bosas, Rebecca M	VAC	401	8.00	0.00
08/21/2020	4400000009	Bosas, Rebecca M	VAC	401	8.00	0.00
----- Total For Employee: 4400000009					40.00	0.00
08/17/2020	4400000012	Golden, Craig A	REG	404	2.00	0.00
		- P/U garbage, clean, work on generator at fire dept. charged, jumped, still won't start. May need new bat				
08/17/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
		- PU garbage, clean bathrooms, vacuum				
08/17/2020	4400000012	Golden, Craig A	REG	404	2.00	0.00
		- PU garbage, clean bathrooms,vacuum, clean& vacuum lobby				
08/17/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- Weed whack along Elms rd				
08/17/2020	4400000012	Golden, Craig A	REG	404	2.00	0.00
		- Replaced curb box				
08/18/2020	4400000012	Golden, Craig A	REG	404	6.00	0.00
		- Mow, weed whack city areas				
08/18/2020	4400000012	Golden, Craig A	REG	404	1.50	0.00
		- P/U garbage, clean, disinfect .5 hrs				
08/18/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00
		- P/U garbage, barrel overflowing, garbage all over				
08/20/2020	4400000012	Golden, Craig A	REG	404	2.00	0.00
		- Water flowers				
08/20/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00
		- P/U garbage				
08/20/2020	4400000012	Golden, Craig A	REG	404	2.50	0.00
		- P/U garbage(a lot of garbage), cleaned bathrooms,disinfect .5				
08/20/2020	4400000012	Golden, Craig A	REG	404	3.00	0.00
		- Repair fire hydrant				

Total For Employee: 4400000012					24.00	0.00
08/17/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- disinfected bathrooms and tot lot covid 19				
08/17/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- collected garbage and disinfected bathrooms and tot lot covid 19				
08/17/2020	4400000014	Alles, Bryan S	REG	404	2.00	0.00
		- watered flowers				
08/17/2020	4400000014	Alles, Bryan S	REG	404	4.00	0.00
		- mowed and weed wacked gardrails and the citys house used the riding mower				
08/18/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- disinfeted bathrooms and tot lot covid 19				
08/18/2020	4400000014	Alles, Bryan S	REG	404	2.00	0.00
		- watered flowers				
08/18/2020	4400000014	Alles, Bryan S	REG	404	5.00	0.00
		- mowed and mowed and weed wacked				
08/19/2020	4400000014	Alles, Bryan S	REG	404	5.00	0.00
		- Weed wacked and worked on sweeper				
08/19/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- Worked on genarater				
08/19/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- Collect garbage around parking lot				
08/20/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- Cleaned and got garbage				
08/20/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- Between library and city hall garbage				
08/20/2020	4400000014	Alles, Bryan S	REG	404	2.00	0.00
		- Helped Dave with hydrante				
08/20/2020	4400000014	Alles, Bryan S	REG	404	1.00	0.00
		- Meeting with Andy				
08/21/2020	4400000014	Alles, Bryan S	ABSENT TIME PT	404	10.00	0.00
		- paying out all leave timelast day of employment 8/20he earned additional hour which I added to YTD leave				

Total For Employee: 4400000014					38.00	0.00
Hours for Week Beginning: 08/23/2020						
08/23/2020	4100000001	Gardner, Rodney E	2X	401	0.00	1.00
		- pickup				
08/23/2020	4100000001	Gardner, Rodney E	2X	401	0.00	1.00
		- pickup				

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
08/24/2020	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
08/25/2020	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
08/26/2020	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
08/27/2020	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
08/28/2020	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
-----					-----	-----
Total For Employee: 4100000001					40.00	2.00
08/24/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- lowered flags and picked up movie night signs				
08/24/2020	4100000004	Wright, David L	REG	401	3.00	0.00
		- repaired catch basin on miller road picked up dead animal on morrish road				
08/24/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- water read and staking				
08/24/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- replaced hose connections and hose at dps garage and dumped trash				
08/25/2020	4100000004	Wright, David L	REG	401	8.00	0.00
		- chipped brush				
08/26/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- installed mens sign on bathroom at abrams park and moved picnic tables				
08/26/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- stacked fibar and sprayed weeds in playscape				
08/26/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- dumped trash and opened bathrooms at elms road park				
08/26/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- went to flint welding to have small oxygen and acyline tanks filled				
08/26/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- checked catch basins				
08/27/2020	4100000004	Wright, David L	REG	401	6.00	0.00
		- spread fibar in playscape				
08/27/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- disenfect city hall				
08/27/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- checking water pump on the kubota water tank				
08/27/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- water stakings				
08/28/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
08/28/2020	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash and checked bathrooms				
08/28/2020	4100000004	Wright, David L	REG	401	1.00	0.00
		- cleaned catch basins				
08/28/2020	4100000004	Wright, David L	REG	401	2.00	0.00
		- cleaned catch basins				
08/28/2020	4100000004	Wright, David L	REG	401	4.00	0.00
		- pulled water pump off kubota water tank went to morrice for new pump and reinstalled pump				
-----					-----	-----
Total For Employee: 4100000004					40.00	0.00
08/24/2020	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- repair storm sewer structure on miller rd				
08/24/2020	4100000005	Sandford, Jay E	REG	401	5.00	0.00
		- paint crosswalks				
08/25/2020	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open elms park				
08/25/2020	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
08/25/2020	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- water flowers				
08/25/2020	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- paint crosswalks				
08/25/2020	4100000005	Sandford, Jay E	REG	401	1.00	0.00

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
		- water work orders				
08/26/2020	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- sweep local streets				
08/26/2020	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean catch basins. check roads for flooding.				
08/27/2020	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- spread fibar at elms park				
08/27/2020	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- work on GIS				
08/28/2020	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- check manholes				
08/28/2020	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- stakings				
08/28/2020	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- clean catch basins				
08/28/2020	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
-----					-----	-----
Total For Employee: 4100000005					40.00	0.00
08/24/2020	440000000000012	Harris, Andrew J	REG	202	10.50	0.00
		- includes council meeting				
08/25/2020	440000000000012	Harris, Andrew J	REG	202	9.50	0.00
08/26/2020	440000000000012	Harris, Andrew J	REG	202	10.00	0.00
08/27/2020	440000000000012	Harris, Andrew J	REG	202	9.00	0.00
		- 2.5 - Mundy				
08/28/2020	440000000000012	Harris, Andrew J	REG	202	3.00	0.00
-----					-----	-----
Total For Employee: 440000000000012					42.00	0.00
08/24/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
08/24/2020	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
08/24/2020	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Weekly meeting				
08/24/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Lead/Copper Meeting Go through old water sampling supplies				
08/24/2020	4400000009	Bosas, Rebecca M	REG	401	3.50	0.00
		- Street sweep w/ RodParkridge Frederick/Mason/ChurchWade/1st/2nd/3rd				
08/25/2020	4400000009	Bosas, Rebecca M	REG	401	8.00	0.00
08/26/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
08/26/2020	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Padlock exchangePicnic tables put back to where they go				
08/26/2020	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- Login information Lead and Copper 2nd round - door tags, etcGIS data entry -Otterburn Heights, start Elms				
08/27/2020	4400000009	Bosas, Rebecca M	REG	401	5.50	0.00
		- Spread fibar in main playscape				
08/27/2020	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Final Read				
08/28/2020	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Open Park, Collect Garbage, Disinfect, Pick up trash in yard				
08/28/2020	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Check system with Jay				
08/28/2020	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Clean off catch basins, pick up trash along curblinPut together sweeper part, work on sweeper				
08/28/2020	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Put together lead and copper sampling kitsWork on GIS curb box drawings attachments - section of Bristol				
-----					-----	-----
Total For Employee: 4400000009					40.00	0.00
08/24/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- Clean, restock, p/u garbage				
08/24/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- Clean, restock, p/u garbage				

From: 08/01/2020 To: 08/28/2020

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
08/24/2020	4400000012	Golden, Craig A	REG	404	1.50	0.00
		- Clean, restock, p/u garbage, .5 spray lobby with disinfect after hours				
08/24/2020	4400000012	Golden, Craig A	REG	404	3.00	0.00
		- Water flowers in pots & baskets				
08/24/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00
		- p/u garbage, overflowing on ground				
08/24/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- p/u garbage downtown barrel				
08/25/2020	4400000012	Golden, Craig A	REG	404	8.00	0.00
		- Woodchipping				
08/27/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00
		- P/u garbage , clean bathrooms				
08/27/2020	4400000012	Golden, Craig A	REG	404	0.50	0.00
		- P/u garbage, clean bathrooms				
08/27/2020	4400000012	Golden, Craig A	REG	404	2.00	0.00
		- Water flowers				
08/27/2020	4400000012	Golden, Craig A	REG	404	1.00	0.00
		- P/u garbage, clean bathrooms, empty both doggie station and restock bags, both were empty				
08/27/2020	4400000012	Golden, Craig A	REG	404	2.00	0.00
		- P/u garbage, clean bathrooms, empty ALL doggie stations, including doggie park, restock with bags, all we				
08/27/2020	4400000012	Golden, Craig A	REG	404	2.00	0.00
		- Cleaned 2wheel drive gray truck, inside and out, work on kubota water pump for flowers- still not working				
-----					24.00	0.00
Total For Employee: 4400000012						
Grand Total:					990.00	19.00

Public Works
Monthly Work Orders

09/03/20

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
BXRP20-0186 COMPLETED	DU10-005290-0000-01	DAVIS, MARK R 5290 DURWOOD DR	08/17/20 08/17/20	CURB BOX REPAIR
ELEC20-0057 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/05/20 08/05/20	ELEC SETUP/TAKEDO
FNRD20-1769 COMPLETED	GR10-005331-0000-07	FONTANA, WILLIAM 5331 GREENLEAF DR	08/03/20 08/04/20	FINAL READ
FNRD20-1770 COMPLETED	DU10-005194-0000-03	HITTLE, JEFFREY 5194 DURWOOD DR	08/03/20 08/03/20	FINAL READ
FNRD20-1771 COMPLETED	JE10-004134-0000-04	WILKES, DENNIS 4134 JENNIE LN	08/03/20 08/03/20	FINAL READ
FNRD20-1772 COMPLETED	EL10-003483-0000-02	HARRISON, NICKOLAS 3483 ELMS RD	08/03/20 08/04/20	FINAL READ
FNRD20-1773 COMPLETED	SE20-005194-0000-10	PATRICIA & TIM PARKER 5194 SEYMOUR RD	08/17/20 08/17/20	FINAL READ
FNRD20-1774 COMPLETED	CE10-009287-0000-06	BECKLEY, DENNIS 9287 CEDAR CREEK CT	08/04/20 08/04/20	FINAL READ
FNRD20-1775 COMPLETED	NO10-009151-0000-03	RIEDEL, ANDREA 9151 NORBURY DR	08/04/20 08/04/20	FINAL READ
FNRD20-1776 COMPLETED	BR20-006169-0000-03	HUDSON, ERIC 6169 BRISTOL RD	08/04/20 08/04/20	FINAL READ
FNRD20-1777 COMPLETED	BR10-005066-0000-01	POBOCIK, EDNA 5066 BRADY ST	08/04/20 08/04/20	FINAL READ
FNRD20-1778 COMPLETED	CR10-008096-0000-04	CHAPMAN, MARY ANNE 8096 CRAPO ST	08/07/20 08/06/20	FINAL READ
FNRD20-1780 COMPLETED	JI10-009292-0000-11	PORN, PAT 9292 JILL MARIE LN	08/06/20 08/07/20	FINAL READ
FNRD20-1781 COMPLETED	AU10-006351-0000-02	MURPHY, C 6351 AUGUSTA ST	08/27/20 08/27/20	FINAL READ
FNRD20-1782 COMPLETED	DU10-005232-0000-05	BUTTS, TYLER 5232 DURWOOD DR	08/10/20 08/10/20	FINAL READ
FNRD20-1783 COMPLETED	CE10-009267-0000-06	GOODAR, JESSICA 9267 CEDAR CREEK CT	08/11/20 08/11/20	FINAL READ
FNRD20-1784 COMPLETED	MI10-007566-0000-09	FOX, DELORIS 7566 MILLER RD	08/14/20 08/14/20	FINAL READ
FNRD20-1785 COMPLETED	GR10-005312-0000-03	AMIDON, MOLLY 5312 GREENLEAF DR	08/17/20 08/17/20	FINAL READ
FNRD20-1786 COMPLETED	FO10-005014-0000-04	PERKINS, BRIAN 5014 FORD ST	08/19/20 08/19/20	FINAL READ
FNRD20-1787 COMPLETED	CE10-009263-0000-07	DAVIS, CAROL 9263 CEDAR CREEK CT	08/19/20 08/19/20	FINAL READ

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
FNRD20-1788 COMPLETED	CO20-007477-0000-05	MORIN, BEVERLY ANN 7477 COUNTRY MEADOW DR	08/19/20 08/19/20	FINAL READ
FNRD20-1789 COMPLETED	JE10-004057-0000-04	LEMIEUX, ERIC 4057 JENNIE LN	08/24/20 08/24/20	FINAL READ
FNRD20-1790 COMPLETED	MO10-005116-0000-11	BALLARD, HANNAH 5116 MORRISH RD	08/25/20 08/25/20	FINAL READ
FNRD20-1791 COMPLETED	SP10-004283-0000-01	NEWBAUER, BARBARA 4283 SPRINGBROOK DR	08/25/20 08/25/20	FINAL READ
GWO20-0575 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	08/03/20 08/03/20	GENERIC WORK ORDE
GWO20-0576 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	08/04/20 08/05/20	GENERIC WORK ORDE
GWO20-0577 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	08/25/20 08/25/20	GENERIC WORK ORDE
IRR11000011 COMPLETED	MO10-004165-0000-01	BIGGBY COFFEE 4165 MORRISH RD	08/04/20 08/04/20	IRRIGATION METER
LNDS20-0156 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/05/20 08/05/20	LANDSCAPING
MTRP20-0600 COMPLETED	DU10-005290-0000-01	DAVIS, MARK R 5290 DURWOOD DR	08/14/20 08/14/20	METER REPAIR
READ20-0807 COMPLETED	MI10-008138-0000-01	SHARP FUNERAL HOME 8138 MILLER RD	08/07/20 08/07/20	READ METER
SI-000045 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/04/20 08/04/20	SIGNS
SI-000046 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	08/06/20 08/06/20	SIGNS
SWR20-0084 COMPLETED	IN10-008083-0000-08	RONEY II, CARL 8083 INGALLS ST	08/28/20 08/28/20	SEWER DRAIN PROBL
TRDN20-0096 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	08/10/20 08/12/20	TREE-TAKE DOWN
WMBK20-0101 COMPLETED	MI10-008129-0000-01	ENGLISH, J 8129 MILLER RD	08/13/20 08/13/20	WATER MAIN BREAK
WOFF20-2352 COMPLETED	DU10-005290-0000-01	DAVIS, MARK R 5290 DURWOOD DR	08/14/20 08/14/20	WATER TURN OFF
WTON20-1366 COMPLETED	BI10-005238-0000-02	REO TRUST 2017-RPL1 5238 BIRCHCREST DR	08/14/20 08/14/20	WATER TURN ON

Total Records: 38

Report Generated: 9/3/2020 12:13 PM

Report Options: Scheduled From: 8/1/2020 To: 8/31/2020

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
Pickup 4WD	1-20, 7-15,3-08, 2-08, 10-1						
410000004	Wright, David L	226-782.000-941.000		08/01/2020	1.00	12.61	12.61
410000004	Wright, David L	226-783.000-941.000		08/01/2020	1.00	12.61	12.61
410000004	Wright, David L	226-782.000-941.000		08/02/2020	1.00	12.61	12.61
410000004	Wright, David L	226-783.000-941.000		08/02/2020	1.00	12.61	12.61
410000004	Wright, David L	101-262.000-941.000		08/03/2020	1.00	12.61	12.61
410000004	Wright, David L	101-345.000-941.000		08/03/2020	1.50	12.61	18.92
410000004	Wright, David L	226-783.000-941.000		08/03/2020	1.00	12.61	12.61
410000004	Wright, David L	590-540.000-941.000		08/03/2020	3.00	12.61	37.83
410000004	Wright, David L	101-262.000-941.000		08/04/2020	1.00	12.61	12.61
410000004	Wright, David L	101-783.000-941.000		08/04/2020	3.00	12.61	37.83
410000004	Wright, David L	590-542.000-941.000		08/04/2020	3.00	12.61	37.83
410000004	Wright, David L	101-262.000-941.000		08/05/2020	2.00	12.61	25.22
410000004	Wright, David L	101-345.000-941.000		08/05/2020	1.00	12.61	12.61
410000004	Wright, David L	101-784.000-941.000		08/05/2020	1.00	12.61	12.61
410000004	Wright, David L	202-463.000-941.000		08/05/2020	2.00	12.61	25.22
410000004	Wright, David L	203-463.000-941.000		08/05/2020	1.00	12.61	12.61
410000004	Wright, David L	101-793.000-941.000		08/06/2020	1.00	12.61	12.61
410000004	Wright, David L	101-794.000-941.000		08/06/2020	2.00	12.61	25.22
410000004	Wright, David L	202-463.000-941.000		08/06/2020	3.00	12.61	37.83
410000004	Wright, David L	226-530.000-941.000		08/06/2020	2.00	12.61	25.22
410000004	Wright, David L	101-790.000-941.000		08/07/2020	1.00	12.61	12.61
410000004	Wright, David L	101-794.000-941.000		08/07/2020	1.00	12.61	12.61
410000004	Wright, David L	226-528.000-941.000		08/07/2020	1.00	12.61	12.61
410000004	Wright, David L	226-782.000-941.000		08/07/2020	1.00	12.61	12.61
410000004	Wright, David L	226-783.000-941.000		08/07/2020	1.00	12.61	12.61
410000004	Wright, David L	591-536.000-941.000		08/07/2020	2.00	12.61	25.22
410000004	Wright, David L	101-783.000-941.000		08/10/2020	1.00	12.61	12.61
410000004	Wright, David L	226-783.000-941.000		08/10/2020	3.00	12.61	37.83
410000004	Wright, David L	590-540.000-941.000		08/10/2020	4.00	12.61	50.44
410000004	Wright, David L	101-790.000-941.000		08/11/2020	1.00	12.61	12.61
410000004	Wright, David L	101-794.000-941.000		08/11/2020	1.00	12.61	12.61
410000004	Wright, David L	590-540.000-941.000		08/11/2020	3.00	12.61	37.83
410000004	Wright, David L	101-782.000-941.000		08/12/2020	2.00	12.61	25.22
410000004	Wright, David L	101-793.000-941.000		08/12/2020	1.00	12.61	12.61
410000004	Wright, David L	101-794.000-941.000		08/12/2020	1.00	12.61	12.61
410000004	Wright, David L	590-540.000-941.000		08/12/2020	2.00	12.61	25.22
410000004	Wright, David L	226-530.000-941.000		08/13/2020	1.00	12.61	12.61
410000004	Wright, David L	101-782.000-941.000		08/14/2020	3.00	12.61	37.83
410000004	Wright, David L	203-429.000-941.000		08/14/2020	1.00	12.61	12.61
410000004	Wright, David L	591-536.000-941.000		08/14/2020	2.00	12.61	25.22
410000004	Wright, David L	101-345.000-941.000		08/17/2020	1.00	12.61	12.61
410000004	Wright, David L	101-794.000-941.000		08/17/2020	1.00	12.61	12.61
410000004	Wright, David L	202-463.000-941.000		08/17/2020	1.00	12.61	12.61

Equipment ID	Description						Approx
Employee ID	Name	GL Number	Activity Code	Date	Hours	Rate	Cost
410000004	Wright, David L	590-540.000-941.000		08/17/2020	2.00	12.61	25.22
410000004	Wright, David L	101-345.000-941.000		08/19/2020	3.00	12.61	37.83
410000004	Wright, David L	590-540.000-941.000		08/19/2020	2.00	12.61	25.22
410000004	Wright, David L	226-528.000-941.000		08/20/2020	1.00	12.61	12.61
410000004	Wright, David L	226-782.000-941.000		08/20/2020	1.00	12.61	12.61
410000004	Wright, David L	590-540.000-941.000		08/20/2020	4.00	12.61	50.44
410000004	Wright, David L	590-540.000-941.000		08/21/2020	1.00	12.61	12.61
410000004	Wright, David L	591-536.000-941.000		08/21/2020	2.00	12.61	25.22
410000004	Wright, David L	101-794.000-941.000		08/24/2020	2.00	12.61	25.22
410000004	Wright, David L	202-463.000-941.000		08/24/2020	3.00	12.61	37.83
410000004	Wright, David L	590-540.000-941.000		08/24/2020	2.00	12.61	25.22
410000004	Wright, David L	101-782.000-941.000		08/26/2020	1.00	12.61	12.61
410000004	Wright, David L	202-463.000-941.000		08/26/2020	1.00	12.61	12.61
410000004	Wright, David L	226-783.000-941.000		08/26/2020	2.00	12.61	25.22
410000004	Wright, David L	590-540.000-941.000		08/27/2020	0.50	12.61	6.31
410000004	Wright, David L	202-463.000-941.000		08/28/2020	1.00	12.61	12.61
410000004	Wright, David L	203-463.000-941.000		08/28/2020	2.00	12.61	25.22
410000005	Sandford, Jay E	202-463.000-941.000		08/10/2020	4.00	12.61	50.44
410000005	Sandford, Jay E	203-463.000-941.000		08/10/2020	4.00	12.61	50.44
410000005	Sandford, Jay E	202-463.000-941.000		08/11/2020	6.00	12.61	75.66
410000005	Sandford, Jay E	202-463.000-941.000		08/12/2020	7.00	12.61	88.27
410000005	Sandford, Jay E	226-530.000-941.000		08/13/2020	8.00	12.61	100.88
410000005	Sandford, Jay E	226-530.000-941.000		08/14/2020	2.00	12.61	25.22
410000005	Sandford, Jay E	590-540.000-941.000		08/14/2020	2.00	12.61	25.22
410000005	Sandford, Jay E	591-536.000-941.000		08/14/2020	2.00	12.61	25.22
410000005	Sandford, Jay E	226-783.000-941.000		08/15/2020	1.00	12.61	12.61
410000005	Sandford, Jay E	226-782.000-941.000		08/16/2020	1.00	12.61	12.61
410000005	Sandford, Jay E	226-783.000-941.000		08/16/2020	1.00	12.61	12.61
410000005	Sandford, Jay E	203-474.000-941.000		08/20/2020	8.00	12.61	100.88
410000005	Sandford, Jay E	203-474.000-941.000		08/21/2020	2.00	12.61	25.22
410000005	Sandford, Jay E	591-536.000-941.000		08/21/2020	2.00	12.61	25.22
410000005	Sandford, Jay E	202-463.000-941.000		08/24/2020	3.00	12.61	37.83
410000005	Sandford, Jay E	202-474.000-941.000		08/24/2020	5.00	12.61	63.05
410000005	Sandford, Jay E	202-474.000-941.000		08/25/2020	3.00	12.61	37.83
410000005	Sandford, Jay E	226-782.000-941.000		08/25/2020	1.00	12.61	12.61
410000005	Sandford, Jay E	226-783.000-941.000		08/25/2020	1.00	12.61	12.61
410000005	Sandford, Jay E	590-540.000-941.000		08/25/2020	1.00	12.61	12.61
410000005	Sandford, Jay E	101-783.000-941.000		08/27/2020	6.00	12.61	75.66
410000005	Sandford, Jay E	101-782.000-941.000		08/28/2020	1.00	12.61	12.61
410000005	Sandford, Jay E	203-463.000-941.000		08/28/2020	3.00	12.61	37.83
410000005	Sandford, Jay E	590-540.000-941.000		08/28/2020	2.00	12.61	25.22
410000005	Sandford, Jay E	591-536.000-941.000		08/28/2020	2.00	12.61	25.22
440000009	Bosas, Rebecca M	202-463.000-941.000		08/03/2020	4.00	12.61	50.44
440000009	Bosas, Rebecca M	590-540.000-941.000		08/03/2020	1.50	12.61	18.92

Equipment ID	Description						Approx
Employee ID	Name	GL Number	Activity Code	Date	Hours	Rate	Cost
440000009	Bosas, Rebecca M	590-542.000-941.000		08/03/2020	1.00	12.61	12.61
440000009	Bosas, Rebecca M	202-463.000-941.000		08/06/2020	3.00	12.61	37.83
440000009	Bosas, Rebecca M	226-528.000-941.000		08/06/2020	1.00	12.61	12.61
440000009	Bosas, Rebecca M	590-540.000-941.000		08/06/2020	3.00	12.61	37.83
440000009	Bosas, Rebecca M	101-794.000-941.000		08/07/2020	0.50	12.61	6.31
440000009	Bosas, Rebecca M	202-441.000-941.000-441.000		08/07/2020	0.50	12.61	6.31
440000009	Bosas, Rebecca M	202-463.000-941.000		08/07/2020	2.50	12.61	31.53
440000009	Bosas, Rebecca M	226-782.000-941.000		08/07/2020	1.00	12.61	12.61
440000009	Bosas, Rebecca M	226-783.000-941.000		08/07/2020	1.00	12.61	12.61
440000009	Bosas, Rebecca M	590-542.000-941.000		08/07/2020	0.50	12.61	6.31
440000009	Bosas, Rebecca M	202-463.000-941.000		08/10/2020	4.00	12.61	50.44
440000009	Bosas, Rebecca M	203-463.000-941.000		08/10/2020	4.00	12.61	50.44
440000009	Bosas, Rebecca M	202-463.000-941.000		08/11/2020	6.00	12.61	75.66
440000009	Bosas, Rebecca M	202-463.000-941.000		08/12/2020	4.00	12.61	50.44
440000009	Bosas, Rebecca M	203-463.000-941.000		08/12/2020	4.00	12.61	50.44
440000009	Bosas, Rebecca M	101-782.000-941.000		08/13/2020	1.00	12.61	12.61
440000009	Bosas, Rebecca M	202-463.000-941.000		08/13/2020	1.00	12.61	12.61
440000009	Bosas, Rebecca M	203-463.000-941.000		08/13/2020	1.00	12.61	12.61
440000009	Bosas, Rebecca M	226-530.000-941.000		08/13/2020	0.50	12.61	6.31
440000009	Bosas, Rebecca M	590-540.000-941.000		08/13/2020	4.00	12.61	50.44
440000009	Bosas, Rebecca M	226-782.000-941.000		08/24/2020	1.00	12.61	12.61
440000009	Bosas, Rebecca M	226-783.000-941.000		08/24/2020	2.00	12.61	25.22
440000009	Bosas, Rebecca M	226-530.000-941.000		08/25/2020	8.00	12.61	100.88
440000009	Bosas, Rebecca M	101-782.000-941.000		08/26/2020	1.00	12.61	12.61
440000009	Bosas, Rebecca M	226-782.000-941.000		08/26/2020	1.00	12.61	12.61
440000009	Bosas, Rebecca M	590-540.000-941.000		08/26/2020	3.00	12.61	37.83
440000009	Bosas, Rebecca M	101-783.000-941.000		08/27/2020	5.50	12.61	69.36
440000009	Bosas, Rebecca M	202-463.000-941.000		08/28/2020	2.00	12.61	25.22
440000009	Bosas, Rebecca M	226-783.000-941.000		08/28/2020	2.00	12.61	25.22
440000009	Bosas, Rebecca M	591-536.000-941.000		08/28/2020	2.00	12.61	25.22
440000012	Golden, Craig A	101-345.000-941.000		08/03/2020	2.50	12.61	31.53
440000012	Golden, Craig A	101-790.000-941.000		08/03/2020	0.50	12.61	6.31
440000012	Golden, Craig A	202-441.000-941.000-441.000		08/03/2020	0.50	12.61	6.31
440000012	Golden, Craig A	226-530.000-941.000		08/03/2020	1.00	12.61	12.61
440000012	Golden, Craig A	226-783.000-941.000		08/03/2020	2.50	12.61	31.53
440000012	Golden, Craig A	590-540.000-941.000		08/03/2020	1.00	12.61	12.61
440000012	Golden, Craig A	101-783.000-941.000		08/04/2020	2.00	12.61	25.22
440000012	Golden, Craig A	101-345.000-941.000		08/06/2020	1.00	12.61	12.61
440000012	Golden, Craig A	101-790.000-941.000		08/06/2020	1.00	12.61	12.61
440000012	Golden, Craig A	101-793.000-941.000		08/06/2020	3.00	12.61	37.83
440000012	Golden, Craig A	202-463.000-941.000		08/06/2020	3.00	12.61	37.83
440000012	Golden, Craig A	101-345.000-941.000		08/17/2020	2.00	12.61	25.22
440000012	Golden, Craig A	101-790.000-941.000		08/17/2020	1.00	12.61	12.61
440000012	Golden, Craig A	101-793.000-941.000		08/17/2020	2.00	12.61	25.22

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4400000012	Golden, Craig A	202-463.000-941.000		08/17/2020	1.00	12.61	12.61
4400000012	Golden, Craig A	590-540.000-941.000		08/17/2020	2.00	12.61	25.22
4400000012	Golden, Craig A	202-441.000-941.000-441.000		08/18/2020	0.50	12.61	6.31
4400000012	Golden, Craig A	202-463.000-941.000		08/18/2020	6.00	12.61	75.66
4400000012	Golden, Craig A	226-783.000-941.000		08/18/2020	1.50	12.61	18.92
4400000012	Golden, Craig A	202-441.000-941.000-441.000		08/20/2020	0.50	12.61	6.31
4400000012	Golden, Craig A	226-783.000-941.000		08/20/2020	2.50	12.61	31.53
4400000012	Golden, Craig A	590-540.000-941.000		08/20/2020	3.00	12.61	37.83
Equipment Totals					293.50		3,701.12
Front Blade	Front Blade/Plow - used on						
Pickup 2WD	6-16 2WD						
4400000012	Golden, Craig A	101-345.000-941.000		08/10/2020	1.00	9.39	9.39
4400000012	Golden, Craig A	101-790.000-941.000		08/10/2020	1.00	9.39	9.39
4400000012	Golden, Craig A	202-441.000-941.000-441.000		08/10/2020	0.50	9.39	4.70
4400000012	Golden, Craig A	226-783.000-941.000		08/10/2020	3.00	9.39	28.17
4400000012	Golden, Craig A	590-540.000-941.000		08/10/2020	2.50	9.39	23.48
4400000012	Golden, Craig A	101-345.000-941.000		08/11/2020	0.50	9.39	4.70
4400000012	Golden, Craig A	101-783.000-941.000		08/11/2020	2.00	9.39	18.78
4400000012	Golden, Craig A	101-793.000-941.000		08/11/2020	0.50	9.39	4.70
4400000012	Golden, Craig A	202-463.000-941.000		08/11/2020	1.00	9.39	9.39
4400000012	Golden, Craig A	226-782.000-941.000		08/11/2020	1.00	9.39	9.39
4400000012	Golden, Craig A	226-783.000-941.000		08/11/2020	2.00	9.39	18.78
4400000012	Golden, Craig A	226-782.000-941.000		08/13/2020	1.00	9.39	9.39
4400000012	Golden, Craig A	226-783.000-941.000		08/13/2020	2.50	9.39	23.48
4400000012	Golden, Craig A	101-345.000-941.000		08/24/2020	1.00	9.39	9.39
4400000012	Golden, Craig A	101-790.000-941.000		08/24/2020	1.00	9.39	9.39
4400000012	Golden, Craig A	101-793.000-941.000		08/24/2020	1.50	9.39	14.09
4400000012	Golden, Craig A	202-441.000-941.000-441.000		08/24/2020	0.50	9.39	4.70
4400000012	Golden, Craig A	226-528.000-941.000		08/24/2020	1.00	9.39	9.39
4400000012	Golden, Craig A	226-530.000-941.000		08/25/2020	8.00	9.39	75.12
4400000012	Golden, Craig A	101-790.000-941.000		08/27/2020	0.50	9.39	4.70
4400000012	Golden, Craig A	101-793.000-941.000		08/27/2020	0.50	9.39	4.70
4400000012	Golden, Craig A	226-782.000-941.000		08/27/2020	1.00	9.39	9.39
4400000012	Golden, Craig A	226-783.000-941.000		08/27/2020	2.00	9.39	18.78
4400000014	Alles, Bryan S	101-782.000-941.000		08/03/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	202-463.000-941.000		08/03/2020	4.00	9.39	37.56
4400000014	Alles, Bryan S	203-463.000-941.000		08/03/2020	2.00	9.39	18.78
4400000014	Alles, Bryan S	226-530.000-941.000		08/03/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	101-782.000-941.000		08/04/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	101-783.000-941.000		08/04/2020	2.00	9.39	18.78
4400000014	Alles, Bryan S	101-793.000-941.000		08/04/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	202-463.000-941.000		08/04/2020	4.00	9.39	37.56

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4400000014	Alles, Bryan S	101-782.000-941.000		08/05/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	101-783.000-941.000		08/05/2020	2.00	9.39	18.78
4400000014	Alles, Bryan S	101-793.000-941.000		08/05/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	202-463.000-941.000		08/05/2020	3.00	9.39	28.17
4400000014	Alles, Bryan S	101-782.000-941.000		08/06/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	101-783.000-941.000		08/06/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	101-782.000-941.000		08/12/2020	2.00	9.39	18.78
4400000014	Alles, Bryan S	101-783.000-941.000		08/12/2020	2.00	9.39	18.78
4400000014	Alles, Bryan S	101-782.000-941.000		08/17/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	101-783.000-941.000		08/17/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	202-463.000-941.000		08/17/2020	4.00	9.39	37.56
4400000014	Alles, Bryan S	101-782.000-941.000		08/18/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	202-463.000-941.000		08/18/2020	5.00	9.39	46.95
4400000014	Alles, Bryan S	101-345.000-941.000		08/19/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	202-441.000-941.000-441.000		08/19/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	101-345.000-941.000		08/20/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	101-790.000-941.000		08/20/2020	1.00	9.39	9.39
4400000014	Alles, Bryan S	590-540.000-941.000		08/20/2020	2.00	9.39	18.78
Equipment Totals					82.50		774.72
Backhoe	Backhoe						
4100000004	Wright, David L	101-783.000-941.000		08/12/2020	2.00	59.46	118.92
4100000004	Wright, David L	590-540.000-941.000		08/17/2020	2.00	59.46	118.92
4100000004	Wright, David L	101-782.000-941.000		08/20/2020	2.00	59.46	118.92
4100000004	Wright, David L	101-783.000-941.000		08/26/2020	2.00	59.46	118.92
4100000004	Wright, David L	101-783.000-941.000		08/27/2020	6.00	59.46	356.76
4400000014	Alles, Bryan S	226-530.000-941.000		08/05/2020	1.00	59.46	59.46
4400000014	Alles, Bryan S	101-783.000-941.000		08/12/2020	1.00	59.46	59.46
Equipment Totals					16.00		951.36
Breaker	Breaker - used on backhoe						
Bucket Truck	No. 06-99						
Bucket	Bucket - used with Bucket T						
Brush Hog	NO. 9-02						
Dump	Dump Truck No. 11, 12-02, 1						
4100000004	Wright, David L	226-530.000-941.000		08/03/2020	1.00	45.11	45.11
4100000004	Wright, David L	226-530.000-941.000		08/13/2020	8.00	45.11	360.88
4100000004	Wright, David L	226-530.000-941.000		08/25/2020	8.00	45.11	360.88
Equipment Totals					17.00		766.87
UnderbodyScrapr	Underbody Scraper used w/ d						

Equipment ID Employee ID	Description Name	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Hopper/Salt Box	Hopper/Salt Box use w/ dump						
Sweeper	Sweeper						
4100000001	Gardner, Rodney E	202-463.000-941.000		08/20/2020	4.00	98.94	395.76
4100000001	Gardner, Rodney E	202-463.000-941.000		08/28/2020	5.00	98.94	494.70
4100000005	Sandford, Jay E	203-463.000-941.000		08/26/2020	6.00	98.94	593.64
4400000009	Bosas, Rebecca M	203-463.000-941.000		08/24/2020	3.50	98.94	346.29
Equipment Totals					18.50		1,830.39
Vacuum Cleaner	Sweeper - used with Street						
Tractor	Tractor						
4100000001	Gardner, Rodney E	202-463.000-941.000		08/04/2020	4.00	39.14	156.56
4100000001	Gardner, Rodney E	203-463.000-941.000		08/05/2020	4.00	39.14	156.56
Equipment Totals					8.00		313.12
Woodchipper	Woodchipper						
4100000004	Wright, David L	226-530.000-941.000		08/14/2020	2.00	27.52	55.04
Equipment Totals					2.00		55.04
Material Heater	Material Heater						
4400000009	Bosas, Rebecca M	202-463.000-941.000		08/10/2020	4.00	11.28	45.12
4400000009	Bosas, Rebecca M	203-463.000-941.000		08/10/2020	4.00	11.28	45.12
Equipment Totals					8.00		90.24
Kubota	Kubota #5-18						
4100000004	Wright, David L	101-794.000-941.000		08/19/2020	3.00	13.15	39.45
4100000004	Wright, David L	101-794.000-941.000		08/21/2020	3.00	13.15	39.45
4100000005	Sandford, Jay E	101-794.000-941.000		08/25/2020	2.00	13.15	26.30
4400000009	Bosas, Rebecca M	101-794.000-941.000		08/14/2020	4.00	13.15	52.60
4400000012	Golden, Craig A	101-794.000-941.000		08/20/2020	2.00	13.15	26.30
4400000012	Golden, Craig A	101-794.000-941.000		08/24/2020	3.00	13.15	39.45
4400000012	Golden, Craig A	101-794.000-941.000		08/27/2020	2.00	13.15	26.30
4400000014	Alles, Bryan S	101-794.000-941.000		08/06/2020	2.00	13.15	26.30
4400000014	Alles, Bryan S	101-782.000-941.000		08/10/2020	1.00	13.15	13.15
4400000014	Alles, Bryan S	101-794.000-941.000		08/10/2020	3.00	13.15	39.45
4400000014	Alles, Bryan S	101-794.000-941.000		08/11/2020	4.00	13.15	52.60
4400000014	Alles, Bryan S	101-794.000-941.000		08/12/2020	2.00	13.15	26.30
4400000014	Alles, Bryan S	101-790.000-941.000		08/13/2020	1.00	13.15	13.15
4400000014	Alles, Bryan S	101-794.000-941.000		08/13/2020	2.00	13.15	26.30
4400000014	Alles, Bryan S	101-794.000-941.000		08/17/2020	2.00	13.15	26.30
4400000014	Alles, Bryan S	101-794.000-941.000		08/18/2020	2.00	13.15	26.30
Equipment Totals					38.00		499.70

Equipment ID Employee ID	Description Name	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Arrow	Arrow						
Trailer	Trailer						

Grand Totals							
Equipment:					19	483.50	8,982.56
Materials:					0	0.00	0.00
Totals:					19		8,982.56

City of Swartz Creek

Building Permit List

2020

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction	
Building								
PB2000038	08/03/20	DALEY, RICHARD & BEVER		58-36-529-002	\$2,000	\$85.00 7136 PARK RIDGE PKWY	48473-Res Add/Alter/Repair	
PB2000039	08/03/20	Home Water Sports Inc	(810) 629 1772	58-36-530-007	\$49,225	\$333.00 4202 HICKORY LN	48473-Res Add/Alter/Repair	
PB2000040	08/05/20	INDISH, KELLY		58-36-526-038	\$35,000	\$290.00 7060 YARMY DR	48473-Res Add/Alter/Repair	
PB2000041	08/17/20	Planc Services	(734) 246 3955	58-03-533-047	\$6,739	\$135.00 5352 GREENLEAF DR	48473-Res Add/Alter/Repair	
PB2000042	08/17/20	Goods Roofing, Inc	(810) 653 7663	58-03-533-097	\$0	\$100.00 5317 GREENLEAF DR	48473-Roofing	
PB2000043	08/25/20	Planc Services	(734) 246 3955	58-01-100-045	\$7,711	\$145.00 7589 MILLER RD	48473-Window Replacement	
PB2000044	08/31/20	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-083	\$173,099	\$1,040.00 7179 RUSSEL DR	48473 Res Single Family	
Total:		7 Permits		Value: \$273,774		Fee Total: \$2,128.00	Total Number of Dwelling Units	1

Electrical								
PE2000027	08/05/20	INDISH, KELLY		58-36-526-038	\$0	\$216.00 7060 YARMY DR	48473-Electrical	
PE2000028	08/13/20	LJ Electric LLC	(810) 644 7769	58-03-534-026	\$0	\$140.00 9272 JILL MARIE LN	48473-Electrical	
PE2000029	08/05/20	NEW ELECTRICAL CONCEP	(810) 691 3814	58-36-530-007	\$0	\$285.00 4202 HICKORY LN	48473-Electrical	
PE2000030	08/13/20	LJ Electric LLC	(810) 644 7769	58-31-100-022	\$0	\$140.00 6376 MILLER RD	48473-Electrical	
PE2000031	08/18/20	RS Daley LLC	(810) 266 4090	58-02-503-037	\$0	\$213.00 8354 CAPPY LN	48473-Electrical	
PE2000032	08/18/20	CITY OF SWARTZ CREEK		58-02-100-005	\$0	\$140.00 LANDLOCKED	Electrical	
PE2000033	08/18/20	Joule Electrical Contracting	(586) 784 4300	58-31-526-008	\$0	\$145.00 6104 MILLER RD	48473-Electrical	
PE2000034	08/19/20	Halligan Electric Inc	(810) 238 8581	58-36-100-014	\$0	\$180.00 4141 MORRISH RD	48473-Electrical	
PE2000035	08/24/20	Sign A Rama	(810) 230 6445	58-02-100-009	\$0	\$236.00 8603 MILLER RD	48473-Electrical	
PE2000037	08/25/20	Thomas Albright & Assoc Inc	(810) 659 7884	58-36-651-095	\$0	\$144.00 7434 CROSSCREEK DR	48473-Electrical	
Total:		10 Permits		Value: \$0		Fee Total: \$1,839.00	Total Number of Dwelling Units	0

City of Swartz Creek

Building Permit List

2020

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Mechanical							
PM200037	08/03/20	Staley's Plbg & Htg, Inc.	(810) 659 5572	58-36-530-007	\$0	\$165.00	4202 HICKORY LN 48473-Mechanical
PM200038	08/04/20	Holland Heating & Cooling	(810) 653 4328	58-03-533-114	\$0	\$160.00	5388 DURWOOD DR 48473-Mechanical
PM200039	08/05/20	INDISH, KELLY		58-36-526-038	\$0	\$165.00	7060 YARMY DR 48473-Mechanical
PM200040	08/10/20	Goyette Mechanical	(810) 742 8530	58-35-776-052	\$0	\$160.00	52 SOMERSET ST 48473-Mechanical
PM200041	08/25/20	Adkisson & Sons Htg & Clg Inc	(810) 695 9300	58-03-531-052	\$0	\$160.00	5296 BIRCHCREST DR 48473-Mechanical
PM200042	08/25/20	Goyette Mechanical	(810) 742 8530	58-36-651-172	\$0	\$160.00	4296 SPRINGBROOK DR 48473-Mechanical
PM200043	08/25/20	B B Service Technician		58-30-651-096	\$0	\$160.00	3269 HERITAGE BLVD 48473-Mechanical
PM200044	08/25/20	Thomas Albright & Assoc Inc	(810) 659 7884	58-36-651-095	\$0	\$160.00	7434 CROSSCREEK DR 48473-Mechanical
PM200045	08/26/20	B B Service Technician		58-36-676-050	\$0	\$325.00	7177 LINDSEY DR 48473 Mechanical
Total:		9 Permits	Value: \$0		Fee Total: \$1,615.00		Total Number of Dwelling Units 0
Plumbing							
PP200010	08/17/20	Woodhouse Plumbing & Heatin	(269) 629 4005	58-03-534-007	\$0	\$134.00	9195 JILL MARIE LN 48473-Plumbing
Total:		1 Permits	Value: \$0		Fee Total: \$134.00		Total Number of Dwelling Units 0
Right of Way							
PROW-0178	08/31/20	CONSUMERS ENERGY		58-36-676-063	\$0	\$100.00	7165 RUSSELL DR 48473 Right of way
PROW-0179	08/31/20	WOODSIDE BUILDERS		58-36-676-083	\$0	\$100.00	7179 RUSSEL DR 48473 Right of way
Total:		2 Permits	Value: \$0		Fee Total: \$200.00		Total Number of Dwelling Units 0

City of Swartz Creek Building Permit List 2020

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Zoning							
PZ20-0008	08/25/20	BARRETT, JAKE		58-31-527-005	\$0	\$25.00 6115 MILLER RD	48473- Miscellaneous
PZ20-0010	08/24/20	Sign A Rama	(810) 230 6445	58-02-100-009	\$4,217	\$115.00 8603 MILLER RD	48473- Sign
Total:		2 Permits		Value: \$4,217		Fee Total: \$140.00	Total Number of Dwelling Units 0

Permit Total: 31 **Value: \$277,991** **Fee Total: \$6,056.00**

Permit.DateIssued Between 8/1/2020 12:00:00 AM AND 8/31/2020 11:59:59 PM

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
5397 MILLER RD	58-32-100-005	Status	08/03/2020	08/03/2020	Partially Compliant
8475 MILLER RD	58-02-501-078	Reinspection	08/03/2020	08/03/2020	Complied
1 DRAGON DRIVE	58-02-100-006	Underground	08/03/2020	08/03/2020	Approved
3259 ELMS RD	58-30-300-001	Service-Switch Gear	08/04/2020	08/04/2020	Approved
5019 HAYES ST	58-02-529-006	Ordinance	08/05/2020		
5094 FAIRCHILD ST	58-02-526-080	Initial	08/05/2020	08/05/2020	Violation(s)
3259 ELMS RD	58-30-300-001	Rough	08/06/2020	08/06/2020	Approved
3259 ELMS RD	58-30-300-001	Overhead	08/06/2020	08/06/2020	Approved
4202 HICKORY LN	58-36-530-007	Backfill	08/06/2020	08/06/2020	Approved
3259 ELMS RD	58-30-300-001	Rough-Boiler Lines	08/06/2020	08/06/2020	Approved
7041 MILLER RD	58-36-577-010	Status	08/10/2020	08/10/2020	Complied
7029 MILLER RD	58-36-577-008	Status	08/10/2020	08/10/2020	Complied
8348 CAPPY LN	58-02-503-038	Status	08/10/2020	08/10/2020	Partially Compliant
9284 JILL MARIE LN	58-03-534-024	Ordinance	08/10/2020	08/10/2020	Complied
5095 MC LAIN ST	58-02-526-037	Ordinance	08/10/2020	08/10/2020	Partially Compliant
5152 MORRISH RD	58-02-200-023	Ordinance	08/10/2020	08/10/2020	Violation(s)
5300 OAKVIEW DR	58-03-200-006	Rough	08/10/2020	08/10/2020	Approved
4301 ELMS RD	58-31-551-006	Status	08/11/2020	08/11/2020	No Change
7133 BRISTOL RD	58-36-200-023	Status	08/11/2020	08/11/2020	No Change
5111 MC LAIN ST	58-02-526-040	Initial	08/11/2020	08/11/2020	Complied
4202 HICKORY LN	58-36-530-007	Underground & Bon	08/11/2020	08/11/2020	Approved
3259 ELMS RD	58-30-300-001	Rough-Ceiling	08/11/2020	08/11/2020	Approved
5365 WORCHESTER DR	58-03-578-015	Ordinance	08/12/2020		
1 DRAGON DRIVE	58-02-100-006	Floor Slab	08/12/2020	08/12/2020	Approved
3259 ELMS RD	58-30-300-001	Overhead	08/12/2020	08/12/2020	Approved
5300 OAKVIEW DR	58-03-200-006	Rough & Partial Fini	08/13/2020	08/13/2020	Partially Approv
7405 CROSSCREEK DR	58-36-651-203	Final	08/13/2020	08/13/2020	Approved
7405 CROSSCREEK DR	58-36-651-203	Final	08/13/2020	08/13/2020	Approved
4268 LINDSEY DR	58-36-676-070	Final	08/13/2020	08/13/2020	Approved
5048 MC LAIN ST	58-02-526-055	Reinspection	08/17/2020	08/17/2020	Complied
5337 DURWOOD DR	58-03-533-178	Final	08/17/2020	08/17/2020	Approved
9272 JILL MARIE LN	58-03-534-026	Final	08/17/2020	08/17/2020	Approved
6376 MILLER RD	58-31-100-022	Final	08/17/2020	08/17/2020	Approved
5397 MILLER RD	58-32-100-005	Status	08/18/2020	08/18/2020	Partially Compliant
5152 MORRISH RD	58-02-200-023	Status	08/18/2020	08/18/2020	Partially Compliant
5095 MC LAIN ST	58-02-526-037	Status	08/18/2020	08/18/2020	Violation(s)

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
8348 CAPPY LN	58-02-503-038	Status	08/18/2020	08/18/2020	Partially Complied
4301 ELMS RD	58-31-551-006	Status	08/18/2020	08/18/2020	Complied
4126 ELMS RD	58-36-526-020	Ordinance	08/18/2020	08/18/2020	Violation(s)
5151 BIRCHCREST DR	58-03-531-081	Ordinance	08/18/2020	08/18/2020	Violation(s)
5337 DURWOOD DR	58-03-533-178	Final	08/18/2020	08/18/2020	Approved
LANDLOCKED	58-02-100-005	Service	08/19/2020	08/19/2020	Approved
7286 MILLER RD	58-36-578-003	Final	08/20/2020	08/20/2020	Approved
7286 MILLER RD	58-36-578-003	Final	08/20/2020	08/20/2020	Approved
5300 OAKVIEW DR	58-03-200-006	Partial Final	08/20/2020	08/20/2020	Approved
5300 OAKVIEW DR	58-03-200-006	Partial Final	08/20/2020	08/20/2020	Approved
7177 LINDSEY DR	58-36-676-050	Swr Tap In	08/20/2020	08/20/2020	Approved
3500 ELMS RD	58-25-576-007	Framing	08/20/2020	08/20/2020	Approved
3259 ELMS RD	58-30-300-001	Final Inspection with	08/21/2020	08/21/2020	Partially Approved
3259 ELMS RD	58-30-300-001	Final Inspection with	08/21/2020	08/21/2020	Partially Approved
5020 FORD ST	58-02-528-009	Ordinance	08/24/2020	08/24/2020	Violation(s)
6115 MILLER RD	58-31-527-005	Status	08/24/2020	08/24/2020	Partially Complied
5048 MC LAIN ST	58-02-526-055	Ordinance	08/24/2020	08/24/2020	Violation(s)
4186 LOCUST LN	58-36-527-024	Final	08/24/2020	08/24/2020	Approved
5228 DON SHENK DR	58-02-503-007	Final	08/25/2020	08/25/2020	Approved
3259 ELMS RD	58-30-300-001	Partial Final	08/25/2020	08/25/2020	Approved
3259 ELMS RD	58-30-300-001	Partial Final	08/25/2020	08/25/2020	Approved
3269 HERITAGE BLVD	58-30-651-096	Final-Basement Only	08/25/2020	08/25/2020	Approved
4268 LINDSEY DR	58-36-676-070	Final	08/25/2020	08/25/2020	Approved
3269 HERITAGE BLVD	58-30-651-096	Final	08/25/2020	08/25/2020	Approved
3269 HERITAGE BLVD	58-30-651-096	Final	08/25/2020	08/25/2020	Approved
4268 LINDSEY DR	58-36-676-070	Final	08/25/2020	08/25/2020	Approved
4202 HICKORY LN	58-36-530-007	Final	08/25/2020	08/25/2020	Approved
3269 HERITAGE BLVD	58-30-651-096	Final	08/25/2020	08/25/2020	Approved
7133 BRISTOL RD	58-36-200-023	Status	08/26/2020		
5151 BIRCHCREST DR	58-03-531-081	Status	08/26/2020		
5152 MORRISH RD	58-02-200-023	Status	08/26/2020		
8348 CAPPY LN	58-02-503-038	Status	08/26/2020		
5095 MC LAIN ST	58-02-526-037	Status	08/26/2020		
8475 MILLER RD	58-02-501-078	Ordinance	08/26/2020		
5403 SEYMOUR RD	58-03-533-033	Site Inspection	08/26/2020		
5021 SCHOOL ST	58-02-526-003	Ordinance	08/26/2020		

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7434 CROSSCREEK DR	58-36-651-095	Final	08/27/2020	08/27/2020	Approved
7434 CROSSCREEK DR	58-36-651-095	Final	08/27/2020		
4268 LINDSEY DR	58-36-676-070	Final	08/27/2020	08/27/2020	Disapproved
3269 HERITAGE BLVD	58-30-651-096	Final	08/27/2020	08/27/2020	Disapproved
7177 LINDSEY DR	58-36-676-050	Backfill	08/27/2020	08/27/2020	Approved
5300 OAKVIEW DR	58-03-200-006	Inspection w fire m:	08/31/2020	08/31/2020	Partially Approv
3269 HERITAGE BLVD	58-30-651-096	Final	08/31/2020	08/31/2020	Approved

Inspections: 79

Population: All Records

Inspection.DateTimeScheduled Between 8/1/2020 12:00:00 AM AND 8/31/2020 11:59:59 PM

Enforcements By Category

09/01/20

BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E20-073	9284 JILL MARIE LN	Closed	08/03/20	08/10/20
E20-079	4126 ELMS RD	Violation	08/18/20	
E20-081	5151 BIRCHCREST DR	Violation	08/18/20	
E20-085	5021 SCHOOL ST	Inspection Pending	08/25/20	
Total Entries: 4				

BUILDING VIOLATIONS

Enforcement Number	Address	Status	Filed	Closed
E20-084	5403 SEYMOUR RD	Inspection Pending	08/25/20	
Total Entries: 1				

PARKING

Enforcement Number	Address	Status	Filed	Closed
E20-080	5020 FORD ST	Violation	08/18/20	
E20-082	8475 MILLER RD	Inspection Pending	08/24/20	
Total Entries: 2				

RENTAL NON-COMPLIANCE

Enforcement Number	Address	Status	Filed	Closed
E20-074	5095 MC LAIN ST	Violation	08/04/20	
E20-075	5152 MORRISH RD	Citation	08/05/20	
Total Entries: 2				

UNLICENSED VEHICLES

Enforcement Number	Address	Status	Filed	Closed
E20-083	5048 MC LAIN ST	Violation	08/24/20	

Enforcements By Category

09/01/20

Total Entries: 1

WEED COMPLAINT

Enforcement Number	Address	Status	Filed	Closed
E20-076	5019 HAYES ST	Complete	08/05/20	08/10/20
E20-077	5365 WORCHESTER DR	Complete	08/12/20	08/14/20

Total Entries: 2

Total Records: 12

Population: All Records
Enforcement.DateFiled Between 8/1/2020 12:00:00 AM AND 8/31/2020 11:59:59 PM

Certificates With Inspections

09/01/2020

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
--------------------	---------	--------------	-------	--------	-----------------	---------	--------

Population: All Records

Record Count: 0

Certificate.DateIssued Between 8/1/2020 12:00:00 AM
AND 8/31/2020 11:59:59 PM

CITY OF SWARTZ CREEK
RENTAL REGISTRATION & INSPECTION
PROCEDURAL RULES & POLICIES
Adopted by council: September 14, 2020

Rental Registration Process

1. City staff sends a notice of required registration to owners of known/suspected rental property. Property records indicating non-homestead, along with rental ads, signs, filed utility payment affidavits, or common knowledge shall be applied to the creation of the list.
2. If the owner does not respond to the notice, they will be in violation of the Rental Inspection Ordinance and subject to further actions by the city.
3. When the owner responds to the notice, a record is made and the scheduling process will begin.
4. City staff sends a notice of required inspection to owners of registered rental property in Rental Inspection Program at least 30 days prior to the scheduled inspection.

Rental Inspection Process

1. An inspector inspects the property to determine whether there are any property maintenance code violations.
2. If there are no violations, the inspector updates the city's database and issues a Certificate of Compliance to the owner.
3. If there are violations, the inspector will notify the owner in writing.
4. Violations affecting the property's habitability may result in a repair order or condemnation order to immediately correct the violation.
5. Once the violations are corrected, the owner requests a follow-up inspection within 30 days.
6. After a successful inspection, a Certificate of Compliance is issued.
7. If the violations are not corrected within the time provided, the owner may be issued a citation.

*Note that it may take several weeks for the process to occur before violations are corrected. The city reserves the right to establish reasonable time frames for correction of violations that account for weather, complexity, and level of risk.

Rental Registration/Inspections Fees

Registration:	\$75 for the first unit, plus \$20 for each additional unit on a shared premises, with common ownership and management, or within recognized apartment complexes
Follow up inspections:	The initial and one follow-up inspection will be performed without additional fees. Subsequent inspections shall be charged at the rate of \$25/unit
Registration Updates/Amendments:	No charge
Coverage:	The initial fee covers the registration and first inspection and is valid until the resulting certificate of compliance expires
Pro-ration:	There shall be no pro-ration of fees

Certificate of Compliance

Certificates of compliance shall be issued upon passing inspection and shall be valid for a period of no less than one calendar year and no more than two years, subject to ongoing compliance. The length of certificate validity shall be based upon the following*:

Two year certificate of compliance: No hazards, one or two critical issues, and/or four or fewer qualifying observations are noted during the initial inspection.

One year certificate of compliance: Any hazards, three or more critical issues, and/or more than six qualifying observations are noted during the initial inspection.

*"Hazards", "critical issues", and "qualifying observations" shall be notated on the inspection form. For example, no running water would qualify as a hazard, a minor infestation may constitute a critical issue, and presence of a minor leak may constitute a qualifying observation.

Rental Inspection Report

DATE: _____ Time: _____ Inspector: _____

IDENTIFICATION:

Property Address _____

Name of Property Owner _____

Property Owner Address _____

City/State/Zip _____

Phone _____ Cell _____

IPMC	Violation	Remarks/Comments
------	-----------	------------------

Exterior:

302.1 Sanitation.	Y/ N /NA	
302.2 Grading and drainage.	Y/ N / NA	
302.3 Sidewalks and driveways.	Y/ N / NA	
302.4 Weeds.	Y / N /NA	
302.7 Accessory structures.	Y/ N/ NA	
302.8 Motor vehicles.	Y/ N / NA	
303.1 Swimming pools.	Y/ N / NA	
304.3 Premises identification	Y/ N / NA	
304.4 Structural members	Y/ N / NA	
304.5 Foundation walls	Y/ N / NA	
304.6 Exterior walls	Y/ N / NA	
304.7 Roofs and drainage.	Y/ N / NA	
304.10 Stairways, decks, porches	Y/ N / NA	
304.11 Chimneys and towers	Y/ N / NA	
304.12 Handrails and guards.	Y/ N / NA	
304.13 Window glazing	Y/ N / NA	
304.14 Insect screens.	Y/ N / NA	
304.15 Doors.	Y/ N / NA	
604.3 Electrical system hazards.	Y/ N / NA	

Additional comments:

Bedroom:

304.13 Window glazing	Y/ N / NA
304.14 Insect screens.	Y/ N / NA
305.3 Interior surfaces.	Y/ N / NA
305.4 Walking surfaces.	Y/ N / NA
305.6 Interior doors.	Y/ N / NA
308.1 Infestation.	Y/ N / NA
604.3 Electrical system hazards.	Y/ N / NA
704.2 Smoke alarms.	Y/ N / NA

Additional comments:

Bathroom:

304.14 Insect screens.	Y/ N / NA
304.13 Window glazing	Y/ N / NA
305.3 Interior surfaces.	Y/ N / NA
305.4 Walking surfaces.	Y/ N / NA
308.1 Infestation	Y/ N / NA
502 Required Facilities	
--Bath tub present.	Y/ N / NA
--Water closet present	Y/ N / NA
--Lavatory present	Y/ N / NA
505 Water system	
-- leaks	Y/ N / NA
--hot water	Y/ N / NA
--cold water	Y/ N / NA
604.3 Electrical system hazards.	Y/ N / NA

Additional comments:

Living Room:

304.13 Window glazing	Y/ N / NA
304.14 Insect screens.	Y/ N / NA
305.3 Interior surfaces.	Y/ N / NA
305.4 Walking surfaces.	Y/ N / NA
305.6 Interior doors.	Y/ N / NA

308.1 Infestation.	Y/ N / NA
604.3 Electrical system hazards.	Y/ N / NA

Additional comments:

Kitchen:

304.13 Window glazing	Y/ N / NA
304.14 Insect screens.	Y/ N / NA
305.3 Interior surfaces.	Y/ N / NA
305.4 Walking surfaces.	Y/ N / NA
305.6 Interior doors.	Y/ N / NA
307.1 Rubbish or garbage	Y/ N / NA
308.1 Infestation.	Y/ N / NA
404.7 Food preparation	
-- Refrigerator present	Y/ N / NA
502 Required Facilities	
-- Kitchen sink present	Y/ N / NA
505 Water system	
-- leaks	Y/ N / NA
--hot water	Y/ N / NA
--cold water	
604.3 Electrical system hazards.	Y/ N / NA

Additional comments:

Laundry Room:

304.13 Window glazing	Y/ N / NA
304.14 Insect screens.	Y/ N / NA
305.3 Interior surfaces.	Y/ N / NA
305.4 Walking surfaces.	Y/ N / NA
305.6 Interior doors.	Y/ N / NA
308.1 Infestation.	Y/ N / NA
403.5 Clothes dryer exhaust.	Y/ N / NA
604.3 Electrical system hazards.	Y/ N / NA

Additional comments:

Dining Room:

304.13 Window glazing	Y/ N / NA
304.14 Insect screens.	Y/ N / NA
305.3 Interior surfaces.	Y/ N / NA
305.4 Walking surfaces.	Y/ N / NA
305.6 Interior doors.	Y/ N / NA
308.1 Infestation.	Y/ N / NA
604.3 Electrical system hazards.	Y/ N / NA

Additional comments:

Basement

304.4 Structural members	Y/ N / NA
304.5 Foundation walls	Y/ N / NA
304.16 Basement hatchways.	Y/ N / NA
305.5 Handrails and guards.	Y/ N / NA
305.6 Interior doors.	Y/ N / NA
307.1 Rubbish or garbage	Y/ N / NA
308.1 Infestation.	Y/ N / NA
403.5 Clothes dryer exhaust.	Y/ N / NA
604.3 Electrical system hazards.	Y/ N / NA
704.2 Smoke alarms.	Y/ N / NA

Additional comments:

Hallway/Stairway

305.3 Interior surfaces.	Y/ N / NA
305.4 Walking surfaces.	Y/ N / NA

305.5 Handrails and guards.	Y/ N / NA
305.6 Interior doors.	Y/ N / NA
308.1 Infestation.	Y/ N / NA
604.3 Electrical system hazards.	Y/ N / NA
704.2 Smoke alarms.	Y/ N / NA

Additional comments:

Equipment:

505.4 Water heating facilities.	Y/ N / NA
602.3 Heat supply.	Y/ N / NA
603.1 Mechanical appliances.	Y/ N / NA
604.3 Electrical system hazards.	Y/ N / NA

Additional comments:



Building Department
Mon 8:00- 6:00 Tue - Thur 8:00 - 4:30
810.635.4464
810.635.2887 fax
jkey@cityofswartzcreek.org

RENTAL REGISTRATION FORM

Rental Property Address: _____ Apt# _____

For multiple units under common ownership, common management, AND located on a common premises, please include additional unit information below or attach a list of all units by address and number for larger complexes.

OWNER INFORMATION:

Building Owner's name: _____

Owner's address (No PO Boxes): _____

City: _____ State: _____ Zip: _____

Telephone number: (_____) _____ - _____ EXT: _____

Cell # (_____) _____ - _____ EMAIL: _____

AUTHORIZED AGENT:

Owner's Agent's name: _____

Agent's Address: _____

Agent's telephone number: (_____) _____ - _____

Office number: (_____) _____ - _____ Emergency 24-hr. number: (_____) _____ - _____

MULTI-UNIT-PREMISES IDENTIFICATION (identifying letter, number, etc.):

Unit 2: _____ Unit 3: _____ Unit 4: _____ Unit 5: _____ Unit 6: _____ Unit 7: _____ Unit 8: _____

The owner hereby permits inspections of his/her rental properties by officials or agents of the city and affirms that all tenants of the subject properties have been informed of the regulations contained in this article and of inspections of the rental properties, including common areas, by authorized City officials. All leases executed after the effective date of this article shall contain a provision requiring the tenant(s) to consent to such inspection upon notice as provided in this article.

Amount Enclosed (\$75 for first unit, and \$20 for additional qualifying units on premises): \$ _____

Owner or Legal Representative

Date

8083 Civic Drive Swartz Creek, MI 48473
www.cityofswartzcreek.org

September 8, 2020

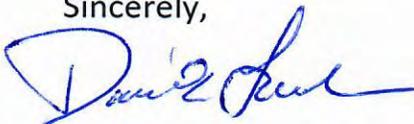
To: City of Swartz Creek

From: David Lawler
M & M Pavement Marking, Inc.

To Whom It May Concern,

M & M Pavement Marking agrees to extend the June 18, 2020 pavement marking unit prices for the City of Burton to the City of Swartz Creek for its 2020 pavement marking needs.

Sincerely,



David A Lawler
Vice President

BASE PROPOSAL

Item#	Item	Quantity	Unit Price	Total Price
1	Pavt Mrkg, Waterborne, 4 inch, Yellow	779,037 Ft	\$.046	\$ 35,835.70
2	Pavt Mrkg, Waterborne, 4 inch, White	594,694 Ft	\$.044	\$ 26,166.54
3	Pavt Mrkg, Waterborne, 6 inch, Yellow	100 Ft	\$.05	\$ 5.00
4	Pavt Mrkg, Waterborne, 6 inch, White	14,610 Ft	\$.05	\$ 730.50
5	Pavt Mrkg, Waterborne, 12 inch, White	100 Ft	\$.08	\$ 8.00
6	Pavt Mrkg, Waterborne, Right Turn Arrow	34 Ea	\$ 35.00	\$ 1,190.00
7	Pavt Mrkg, Waterborne, Left Turn Arrow	198 Ea	\$ 35.00	\$ 6,930.00
8	Pavt Mrkg, Waterborne, Combination Arrow	10 Ea	\$ 50.00	\$ 500.00
9	Pavt Mrkg, Waterborne, Thru Arrow	10 Ea	\$ 35.00	\$ 350.00
10	Pavt Mrkg, Waterborne, 12 inch, Stop Bar	620 Ft	\$ 1.50	\$ 930.00
11	Pavt Mrkg, Waterborne, 24 inch, Stop Bar	5,050 Ft	\$ 2.00	\$ 10,100.00
12	Pavt Mrkg, Waterborne, 6, inch Crosswalk	10,550 Ft	\$ 1.00	\$ 10,550.00
13	Pavt Mrkg, Waterborne, 12, inch Crosswalk	504 Ft	\$ 1.50	\$ 756.00
14	Pavt Mrkg, Waterborne, 12, inch Cross Hatching	200 Ft	\$ 1.50	\$ 300.00
15	Pavt Mrkg, Waterborne, School	26 Ea	\$ 40.00	\$ 1,040.00
16	Pavt Mrkg, Waterborne, RR X-ing	24 Ea	\$ 100.00	\$ 2,400.00
17	Pavt Mrkg, Long, 6 inch or Less Width, Rem	100 Ft	\$ 1.00	\$ 100.00
18	Rem Marking, Special	100 Sf	\$ 1.50	\$ 150.00
	TOTAL			\$ 98,041.74

City of Swartz Creek - 2020 Pavement Marking Project

PROJECT ESTIMATE

Item	Unit	Quantity	Unit Price	Total
Pavt Mrkg, Waterborne, 4" Yellow	Ft	92800	\$0.046	\$4,268.80
Pavt Mrkg, Waterborne, 4" White	Ft	10250	\$0.044	\$451.00
Pavt Mrkg, Waterborne, 4" Yellow, Parking Lot	Ft	5500	\$0.50	\$2,750.00
Pavt Mrkg, Waterborne, 4" Blue, Parking Lot	Ft	900	\$0.60	\$540.00
Pavt Mrkg, Waterborne, 6" Yellow	Ft	10000	\$0.05	\$500.00
Pavt Mrkg, Waterborne, 6" White	Ft	32500	\$0.05	\$1,625.00
Pavt Mrkg, Waterborne, Rt Turn Arrow	Ea	20	\$35.00	\$700.00
Pavt Mrkg, Waterborne, Lt Turn Arrow	Ea	20	\$35.00	\$700.00
Pavt Mrkg, Waterborne, Rt/Thru Arrow	Ea	10	\$50.00	\$500.00
Pavt Mrkg, Waterborne, Thru Arrow	Ea	10	\$35.00	\$350.00
Pavt Mrkg, Waterborne, 12" Stop Bar	Ft	1000	\$1.50	\$1,500.00
Pavt Mrkg, Waterborne, 6" Crosswalk	Ft	2500	\$1.00	\$2,500.00
Pavt Mrkg, Waterborne, 12" Crosswalk	Ft	200	\$1.50	\$300.00
Pavt Mrkg, Waterborne, RR X-ing	Ea	8	\$100.00	\$800.00
TOTAL				\$17,484.80
10% Contingency				\$1,748.48
PROJECT TOTAL				\$19,233.28