

**City of Swartz Creek  
AGENDA**

**Virtual Council Meeting, Monday, December 7, 2020, 7:00 P.M.  
Paul D. Bueche Municipal Building, 8083 Civic Drive Swartz Creek, Michigan 48473**

1. **CALL TO ORDER**
2. **INVOCATION:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**  
4A. Council Meeting of November 23, 2020 MOTION Pg. 26
5. **APPROVE AGENDA:**  
5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**  
6A. City Manager's Report MOTION Pg. 8  
6B. Staff Reports & Meeting Minutes Pg. 35  
6C. Comcast Service and Price Updates Pg. 66  
6D. MML Community Stabilization Factsheet and Letter Pg. 68  
6E. Public Space Temporary Use Permit Pg. 75
7. **MEETING OPENED TO THE PUBLIC:**  
7A. General Public Comments
8. **COUNCIL BUSINESS:**  
8A. Raceway Resolution of Support RESO Pg. 22  
8B. Legislative Resolution of Support RESO Pg. 23  
8C. Public Space Temporary Use Permit (H&D's Alley) RESO Pg. 24
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 25

**Next Month Calendar**

|                                 |   |
|---------------------------------|---|
| City Council:                   | Monday, December 14, 2020, 7:00 p.m., PDBMB (Virtual)           |
| Metro Police Board:             | Wednesday, December 16, 2020, 10:00 a.m., (Week early, virtual) |
| Zoning Board of Appeals:        | Wednesday, December 16, 2020, 6:00 p.m., PDBMB (Virtual)        |
| Planning Commission:            | Tuesday, January 5, 2021, 7:00 p.m., PDBMB (Virtual)            |
| Park Board:                     | Wednesday, January 6, 2021, 5:30 p.m., PDBMB (Virtual)          |
| City Council:                   | Monday, January 11, 2021, 7:00 p.m., PDBMB (Virtual)            |
| Downtown Development Authority: | Thursday, January 14, 2021, 6:00 p.m., PDBMB (Virtual)          |

## **City of Swartz Creek Mission Statement**

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

## **City of Swartz Creek Values**

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

### ***Honesty, Integrity and Fairness***

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

### ***Fiscal Responsibility***

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

### ***Public Service***

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

### ***Embrace Employee Diversity and Employee Contribution, Development and Safety***

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

### ***Expect Excellence***

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

### ***Respect the Dignity of Others***

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

### ***Promote Protective Thinking and Innovative Suggestions***

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

**CITY OF SWARTZ CREEK  
VIRTUAL REGULAR CITY COUNCIL MEETING ACCESS INSTRUCTIONS  
MONDAY, DECEMBER 7, 2020, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **December 7, 2020** starting at 7:00 p.m. and will be conducted virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 and rules promulgated by the Michigan Department of Health and Human Services.

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

**Zoom Instructions for Participants**

**To join the conference by phone:**

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

**Before a videoconference:**

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

**To join the videoconference:**

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

You may also join a meeting without the link by going to [join.zoom.us](https://join.zoom.us) on any browser and entering the Meeting ID provided below.

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

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

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



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

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

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

**Connie Olger is inviting you to a scheduled Zoom meeting.**

**Topic: Swartz Creek City Council Meeting**

**Time: December 7, 2020 07:00 PM Eastern Time (US and Canada)**

Join Zoom Meeting

<https://us02web.zoom.us/j/88252937156>

Meeting ID: 882 5293 7156

One tap mobile

+13126266799,,88252937156# US (Chicago)

+19292056099,,88252937156# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 882 5293 7156

Find your local number: <https://us02web.zoom.us/u/kdU9afaVG9>

**If you have any further questions or concern, please contact 810-429-2766 or email [colger@cityofswartzcreek.org](mailto:colger@cityofswartzcreek.org).**

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

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

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

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

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

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

### **MAINTAINING ORDER**

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

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

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

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

### **MOTIONS & RESOLUTIONS**

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

### **PUBLIC ADDRESS OF COUNCIL**

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

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

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

## **VOTING RECORD OF PUBLIC BODIES**

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

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

**Regular Council Meeting of Monday, December 7, 2020 - 7:00 P.M.**

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

**FROM:** Adam Zettel, City Manager

**DATE:** December 3, 2020

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## **ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS**

✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(Update)*

We have an additional appeal filed in addition to the office at 5376 Miller Road. An appraisal for this property has been ordered from Kevin Groves Appraisals, Inc. I will keep the council informed on the progress of this appeal.

The new appeal is for Family Farm and Home.

✓ **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** *(No Change in Status)*

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

Street projects for 2020 are finished!

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.

Mr. Harris and I will be working with OHM to ascertain what preventative maintenance projects or rehabilitation projects might be added to 2021 and beyond.

✓ **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** *(No Change in Status)*

The scope of work is indeed smaller than originally thought. This means that the excavation and piping needs are smaller, as is the impact on property owners. Engineering services have been approved. Prior to commencing in full, we hope to acquire permanent easements for the run of the new line. We will be working with Springbrook and the Masonic Lodge. I will keep the council informed.

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** (*No Change in Status*)

Work is complete on:

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

Work is underway on Miller Road, from Tallmadge to Dye.

Bristol from Elms to Miller will commence later in the year.

We have sent notice to all impacted properties of record.

*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.

✓ **UTILITY BILL PENALTIES, INTEREST, AND TURN OFFS** (*No Change in Status*)

We have decided to commence with utility bill penalties after the January billing payment date. We will send this notice out with all invoices and directly to those with outstanding balances. This does NOT mean that shut offs will occur. We will be accepting payment plans on an extended basis that will go beyond the standard shut off time period.

Again, we understand that there were allowances made to overcome hardships, so we do not wish to financially punish folks or take unreasonable action on collections or shut offs. However, we do need to move forward sooner or later. Further down the road, we shall need to consider if the outstanding balances will need to go on the July 2021 tax assessment roll, or if some delay will be necessary. We will keep the council informed.

✓ **HERITAGE VACANT LOTS** (*No Change in Status*)

The last of the lots acquired prior to the special assessment have been sold. We approved permits for single family homes on September 30th. The city also has two more lots that were acquired through the tax reversion process.

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

The January (winter) edition of the newsletter is going to be drafted soon. Send me ideas.

✓ **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. **(Update)** 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. With time closing in, I recommend we proceed with a resolution of support.
3. **(Update)** Communities First has a purchase option for **Mary Crapo**. They seek to extend this option from February of 2021 to June of 2021 or to purchase the property outright from the school in order to seek funding from the state. Their first application was denied. 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 complete. 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 (Update)**

The DNR is recommending funding of the Trust Fund grant application in the amount of \$300,000! This is fantastic news which should cover the absolute lion's share of the construction amount. As always, the bids could come in high or construction change orders could add costs, but we are definitely in a good spot. I suspect high exposure will be \$150,000 of local funds at this point. Hopefully, this will cover most of it!

We expected to have a meeting with GM shortly after the election. I requested a meeting a week after the election and was told by their liaison on November 10<sup>th</sup> that he would reach out when they are ready. I have not heard from them since. I do know that they have also commissioned a traffic study to look at the situation. It is unclear if this is a sincere effort to work the problem and cooperate or if it is a justification for their initial reaction that trails are dangerous. Hopefully, we can meet with them and work something out that works for all parties.

In the meantime, we continue to negotiate easements with three other property owners. We are concurrently pursuing appraisals for these three easement requests, as well as General Motors. This is a requirement of the condemnation process. Hopefully, this will not be necessary, but we must maintain our timeline for improvements. I will keep the council informed.

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 (No Change of Status)**

We are supposed to have a joint meeting of the council, planning commission, and DDA this calendar year. This is an obvious challenge to do in person with COVID, and might be even more difficult with a virtual meeting of the same group. Given the large

amount of appointments that are due in the near future, compounded with our need to revisit the master plan, I am working with the state on solutions. They recommend we push this into early 2021. We could host a virtual workshop on master planning or otherwise bring the larger group together to host a state-of-the city style event. I will keep the council informed.

There is a buyer for the Lovegrove Building. We met with them onsite. Though they have not yet closed on the property, it appears that they will soon. They have plans for relatively robust maintenance and upgrades at the property, and they would like to cooperate on parking, site access, and downtown events.

Though it does not appear they have any immediate plans to engage in a larger scale transformative project, I do believe they have some good users coming to the site and will be investing sufficient resources to bring the building up to functional expectations. I think this is a good step forward.

We are still able to offer our RRC incentives. We will continue to work with property owners to educate and encourage them to consider the benefits of property enhancement and the incentives that can be leveraged to that end.

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)*

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 attorney has been authorized to commence eviction. Per our conversation, I have reached out to the tenant and informed her that our desire is still to maintain a workable relationship that can enable her business to use the premises and thrive. I have instructed her to communicate with us on the matter. As of writing, I have a text message that indicates a desire to finance a purchase of the property outright. She indicated that she would know more at the end of this week. If she cannot make a bonafide attempt to maintain the lease or show a good faith effort to purchase, the attorney's work will continue unimpeded.

✓ **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 out lot 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 have accepted bids for the purchase of decorative street signs. This project includes the purchase and installation of decorative street signs throughout the downtown area. We hope to proceed as soon as orders can be made. The bid is less than anticipated, which is always good. We will purchase the signs and look to seek reimbursement for reasonable labor and equipment costs related to installation by our crews. This should get us close to the available allotment.

For the next three year cycle, we have a number of projects approved for potential final application. We have submitted a pre-application for senior services and the number 1 construction project listed at the November 9 public hearing, Abrams Park tennis court conversion/restoration. As of writing, that project may not be eligible due to its location in the floodplain. I am working with the Metro Planning Commission. If I need to, I will submit an alternative by December 4<sup>th</sup>. The amount of funding available for the 2022-2024 cycle is \$42,025.

✓ **SAFE ROUTES TO SCHOOL** *(Update)*

A conditional award has been made by the MDOT! We have also funded and awarded engineering for this effort. This is a substantial grant for another \$600,000+ for trails and walkways in the community! This will enable installation of paths near the middle school, Elms, and Syring for student safety. These connections will also enhance our trail network.

✓ **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** *(Update)*

The agreement to provide equipment and labor to perform routine maintenance at the new park in Mundy has been signed. Services are due to begin on December 1, but there is a hold on commencement per Mundy's request. I will keep the council informed.

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

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! However, no fundraiser has been done this year, so there are no baskets or pads.

The park board is considering the purchase of the baskets and pads using budgeted funds. This might enable us to hit the ground running in 2021. The difficulty comes from the usage of the site for water main construction staging. While Glaeser Dawes is doing a great service in providing this, they have a heavy footprint there and will continue to do so most of the 2021 warm months. This makes recreational use problematic. We will work with GD and the volunteers to see what options we have this winter.

✓ **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** (*Update*)

The project applicants did not receive funding with their first application to the state. They plan to apply again in February. They expect to be successful and be funded by May of 2021. Since the option to purchase the property from the school expires in February, they are seeking an extension or a purchase. I do not know if this is likely or not. The previous report follows.

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 13<sup>th</sup> 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*)

Cases are increasing rapidly. Hospitals in the region are nearing capacity, and many offices are closed due to active cases or as a precaution. Now that the election is over, we are more rigorously separating our staff at the office and DPW. Many of our neighboring governments have had to endure one or more total shut downs. We seek

to avoid this by maintaining and increasing our efforts to promote personal protective gear usage, sanitization, and employee separation.

The most notable feature will be to separate the office staff into two separate teams that will work on opposite days. Doing so will make potential tracing easier and avoid a total shutdown in the event of a positive test. See previous reports for details on our established policies and procedures.

✓ **8067 MILLER ROAD (Update)**

I had a home rehab specialist walk through the property. I hope to get some feedback on whether we should sell it as-is or to what degree it might be advisable to fix it up.

The previous report follows:

We have acquired the property and taken over maintenance and upkeep. I am holding off on the survey and any interior finishing, pending the plan for use of the Lovegrove Building. As of writing, it appears there is no desire to use this property to enhance the Lovegrove investments, beyond the need for a rear yard easement to Hayes Street.

With that said, I recommend that the city carve out the easement and sell the property with restrictions on the deed (residential only, no rentals, first right of refusal for city, etc.). This should be done once improvements are made or underway for the Lovegrove building. Note that it is still possible to hold the building for future public use (museum, visitor center/restrooms, chamber building, etc.). **IF THIS IS DESIRED, PLEASE SHARE YOUR OPINION WITH THE COUNCIL!** We will not likely get another shot at this.

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

We have learned that our initial reimbursement request for DPW staff, which was a grey area, is probably not fundable. We have received an allocation, but we will likely refuse this based upon the evolving expectations. It is the right thing to do.

We have also learned that the funds for payroll reimbursement of first responders are insufficient to reimburse all agencies fully. Metro has already received a prorated amount of over \$100,000. Their board is awaiting the final reimbursement and ascertaining other conditions before deciding what to do with those proceeds (pension support was at the top of the list). We are still waiting to hear if the fire department will be reimbursed. There is also a chance that the funding source could be increased.

The previous report follows:

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 17<sup>th</sup>. We expect nothing, but we hope to get about \$25,000.

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

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.

✓ **ORV ORDINANCE** *(No Change of Status)*

Per guidance from the city council, I am working with the attorney to draft an ordinance that would enable enclosed ORV's on select streets (shoulders or 25 mph speed limits and under) under select circumstances (operator, ORV features, etc). When this is ready for review, we shall bring it to the council for discussion.

✓ **RACEWAY LEGISLATION SUPPORT LETTER** *(Update)*

Based upon the input by Senator Ananich, the ability to pass a modified Senate Bill 661 seems to be 50/50. However, I spoke to the owner on the 2<sup>nd</sup>, and he indicates that the bill is out of committee in the State House, which is a good a good sign. They are hoping to have a bill passed this calendar year in lame duck. With that in mind, a resolution of support from our council will only be useful if delivered this month. As such, I recommend we proceed. I have modified this resolution to be more generic with the understanding that we do not have the working versions that the subcommittee has.

The previous report follows:

Senate Bill 661 continues to have life in the senate. There is a hope and expectation that the bill will become law in calendar year 2020. I am including the draft bill as passed by the senate in the council packet. Though changes are likely, the bill would enable Sports Creek raceway to engage in historical wagering, a form of wagering on prior horse races (disguised against human or AI interpretation). The owners of the track believe that such wagering would make the facility economically viable when combined with live thoroughbred horse racing.

They owner is requesting a resolution of support from the city council for this legislation. They would like to use the existing facility for a use that reflects its intent and practical attributes. Doing so would certainly eliminate a depreciating, even blighting feature of our community. It MIGHT add some additional resources through additional property investment and the potential for 'breakage' tax revenues to the city as derived from the historical wagering.

Even during its hay day, the facility did not have a remarkable impact on the rest of the local economy (for good or ill). However, the site was maintained, paid its fair share of taxes, and had some economic impacts that were noted by local businesses. The new owner is proving to be an open and sincere communicator that has a willingness to cooperate with the community and invest. While the site has other obvious opportunities given its location and size, the current approvals, buildings, and ownership lean towards a return to racing.

This is clearly a council decision. However, circumstances and recent council and community action indicate that this is still the preferred course. I am including the resolution for approval.

- ✓ **OTHER COMMUNICATIONS & HAPPENINGS** *(See Individual Category)*
  - ✓ **MONTHLY REPORTS** *(Update)*  
There are some routine reports included for your information.
  - ✓ **COMCAST NOTICE** *(Update)*  
Attached is notice of upcoming service and pricing changes, which appear substantial.
- ✓ **BOARDS & COMMISSIONS** *(See Individual Category)*
  - ✓ **PLANNING COMMISSION** *(Update)*  
The Planning Commission will not be meeting December due to a lack of agenda items. Their next meeting is scheduled for January 4<sup>th</sup>.
  - ✓ **DOWNTOWN DEVELOPMENT AUTHORITY** *(Update)*  
The DDA did not meet in October. The next meeting was scheduled for November 12<sup>th</sup>. However, there is not any business at the moment. The next meeting date is December 10, 2020.
  - ✓ **ZONING BOARD OF APPEALS** *(Update)*  
The ZBA did not have a March meeting due to COVID 19 mitigation. Their annual meeting was held on September 16<sup>th</sup>. The officers from last year were appointed for the current year, including Mr. Packer as Chair, Mr. Plumb as Vice-Chair, and Mr. Smith as Secretary. The ZBA engaged in standard training. This group is not expected to come together in December.
  - ✓ **PARKS AND RECREATION COMMISSION** *(Update)*  
The Park Board will not be meeting in December due to a lack of agenda items. Their next meeting is scheduled for January 5<sup>th</sup>.
  - ✓ **BOARD OF REVIEW** *(Update)*  
The Board of Review will convene December 15<sup>th</sup>. The time has been set for 9:00 A.M. The purpose is to hear petitions related to clerical errors, mutual mistakes of fact, PREs, poverty exemptions, and disabled veterans exemptions.
- ✓ **CLERK'S OFFICE/ELECTION UPDATE** *(Update)*

The latest news from the Bureau of elections is that the state-level recount request deadline has passed. A recount was requested for the 71<sup>st</sup> State Representative race (Eaton County). Now, the state will conduct a Risk Limiting Audit (RLA) of the November 2020 Presidential election. I will wait to hear from the county on what they will need from us. If you interested in knowing more about the RLA, email me and I will send you the latest News Update that describes it in more detail.

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

Street sweeping and chipping is complete for the year and the fleet has been prepped for winter operations. Miscellaneous routine tasks continue to be a focus.

Survey has begun for the Safe Routes to School Project and is scheduled to take approximately two weeks. Water main work for the USDA project will continue along Miller Road and will begin on Bristol Road over the next couple weeks. We're continuing to update the City's GIS by uploading old plans into the database.

✓ **TREASURER UPDATE (Update)**

The winter 2020 tax roll has been completed and journal entries associated with the tax levy prepared and input. Staff has continued to work on various projects around the office in addition to processing a variety of paperwork including utility billing payment arrangements and property transfer affidavits, and sending building department inspection notifications. Routine duties were performed including but not limited to writing and processing routine journal entries, processing tax distributions, bank wires, review of accounts payable invoices, preparation and review of payroll remittance payments, and other financial matters impacting the city.

## **NEW BUSINESS / PROJECTED ISSUES & PROJECTS**

✓ **OUTLOOK 2021 (Business Item)**

The MML predicts that the State of Michigan will see a \$1B shortfall in the next fiscal year. This is expected to negatively impact municipal budgets directly and to represent a general and significant hit to the general economic wellbeing of Michigan, including lower employment, property values, utility and tax collection rates, and pending growth.

With much of the CARES Act funding being expired or exhausted, the economic benefits from that debt spending at the federal and state level are going to disappear, with the negative consequences being apparent in our communities (lower unemployment benefits, no rent deferments for tenants, etc.). The general message from the MML is that the next two years could be worse than the great recession, which was absolutely devastating to the city.

This is not good news, but there is no way to sugar coat it. The next downturn is something we have lamented and attempted to mitigate for some time. However, much of our options have been exhausted, and there is not much more we can do. Considering that we have eliminated much staff through consolidation and attrition, we have combined building and police services, we have outsourced assessing, and we have also greatly increased revenues to offset the tax decreases (PS assessment and street levy). There are not many other places to look for efficiencies that do not directly bite into services.

Without changes to the state taxing laws, specifically Headlee and Proposal A, or a massive stimulus to maintain levels of general fund revenue sharing and Act 51 (street funding), we can expect to be navigating some of the toughest times in our city's history. I encourage all council members to take in the educational and legislative sessions that the MML is offering. While routine business will obviously be the core of council business, awareness of state policy and its relationship to the economic circumstances of the state will be at the forefront as well in the next couple years.

I am including a resolution of support for the MML legislative efforts.

✓ **TEMPORARY PUBLIC SPACE PERMIT (*Business Item*)**

COVID restrictions have closed indoor restaurant service. This is devastating to our hospitality businesses. The state and city are working with such businesses to find solutions for limited services. This includes outdoor dining, which is a practice that is gaining steam, even during the winter months. To that end, some of our restaurants have added outdoor seating, pickup, windows, or similar amenities. There are currently grants to support new outdoor furnishings, barricades, and similar purchases.

The owner of the building that houses Hank & Dons and JT's is pursuing such funding and is hopeful that they could use the public alley behind the business to accommodate an outdoor seating area.

This request is moving fast, but I think the city council should consider it. Given the dire and fast changing circumstances, I think a bit of risk is permitted to assist such businesses if we can. With that said, they seek a temporary alley closure, with the ability to maintain exclusive use with quasi-public access for dining (with alcohol sales). Given the owner's tenants, they feel they can accommodate this without disrupting business. I concur, since the parking lot will remain open for cars and deliveries. This is especially true given the alternative of a no-business scenario for two of the users. Note that the alley behind Lasers would remain open for pedestrian and limited vehicle use.

I believe this is worth supporting as a temporary permit. There is a strong and definitive separation between the alley and the parking lot due to the mason materials, fence, trees, and grade. It is also well lit. I think we will be able to learn from this and improve upon how we manage shared spaces in the downtown. It is also clearly in line with our general support for outdoor activities in the downtown. This has potential to be permanent if agreeable to the impacted parties.

The applicant and a resolution are included that will enable use of the alley for this purpose. The Michigan Liquor Control Commission may require a separate resolution for alcohol sales. My understanding is that they are extremely flexible and fast in accommodating these due to the desperate need for restaurants to find solutions.

**Council Questions, Inquiries, Requests, Comments, and Notes**

*Oakview Project Costs:* The project expenses related to the Oakview Street reconstruction are off due to fiscal balancing. There are not any known project overruns or quantity issues that are driving this number up.

**City of Swartz Creek  
RESOLUTIONS**

**Virtual Regular Council Meeting, Monday, December 7, 2020, 7:00 P.M.**

**Resolution No. 201207-4A            MINUTES – November 23, 2020**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, November 23, 2020, to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 201207-5A            AGENDA APPROVAL**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of December 7, 2020, to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 201207-6A            CITY MANAGER’S REPORT**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council accept the City Manager’s Report of December 7, 2020, including reports and communications, to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 201207-8A            RESOLUTION IN SUPPORT OF MICHIGAN SENATE  
BILL NO. 661 COOPERATIVE BID**

Motion by Councilmember: \_\_\_\_\_

**WHEREAS**, the equine industry plays an important role in the communities in which it is located by directly and indirectly supporting a broad set of local jobs, agricultural and economic activity across the spectrum of businesses and occupations; and

**WHEREAS**, the State of Michigan currently has no live thoroughbred licensed racing facilities which in turn costs the state revenue, business profits, personal wages, and job opportunities; and

**WHEREAS**, the Sports Creek Raceway Facility was an integral part of Swartz Creek's economic landscape for over 30 years; and

**WHEREAS**, Sports Creek Raceway at one time employed 100 workers on live race days and 40 workers for simulcasting support services; and

**WHEREAS**, tax revenues produced from Sports Creek to Swartz Creek during years in which it featured live racing ranged from \$118,000 to \$425,000 annually; and

**WHEREAS**, in October 2018 Sports Creek Raceway was purchased by AmRace & Sports, LLC, operated by Dan Schafer, with the plan to reopen the track featuring thoroughbred racing, simulcasting and historical racing wagering opportunities as well as community horse park programs;

**WHEREAS**, Senate Bill 661 will permit AmRace & Sports, LLC to open the track at Sports Creek Raceway while providing funds to the Michigan Transportation Fund, the Michigan Agricultural Equine Industry Development Fund, and the Horse Racing Advisory Commission; and

**WHEREAS**, the passage of Senate Bill 661 will permit the Horse Racing Advisory Commission to have funds necessary to distribute grants, conduct research and promote horse racing.

**NOW, THEREFORE, I MOVE** that the City of Swartz Creek City Council pass this Resolution supporting Senate Bill 661 so that it may become enacted to help provide the necessary resources to allow Sports Creek Raceway to open and thoroughbred racing to get back on track in Michigan.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 201207-8B**

**RESOLUTION IN SUPPORT OF THE MICHIGAN MUNICIPAL LEAGUE'S COMMUNITY STABILIZATION PLAN**

Motion by Councilmember: \_\_\_\_\_

**WHEREAS**, the unforeseen events of COVID-19, combined with Michigan's broken municipal finance system, have pushed our communities into severe financial distress with several cities already in the process of announcing budgetary cuts, layoffs, or both and more are expected in the coming months; and

**WHEREAS**, the City of Swartz Creek has already taken dramatic, impactful, and exhaustive measures to ensure efficient function of its local services; including but not limited to the combining of building, police, fire, and park services; outsourcing of assessing services; general staffing reductions; and the imposition of new assessments and levies; and

**WHEREAS**, unless the Michigan Legislature acts quickly to pass the Community Stabilization Plan, local government bodies will be unable to conduct business, and revenue losses will result in drastic cuts to public safety, infrastructure, parks, and other vital services essential to talent attraction and quality of life.

**NOW, THEREFORE, I MOVE** that the City of Swartz Creek City Council endorse the Community Stabilization Plan of the MML, dated November 19, 2020 and included in the December 7, 2020 city council packet, including the provisions for the Open Meetings Act, City Income Tax provisions, and Headlee Amendment provisions.

**BE IT FURTHER RESOVLED**, that the City of Swartz Creek authorize and direct the Mayor to sign and address the letter of support to Governor Whitmer, Leader Shirkey, Speaker Chatfield, Leader Ananich, and Leader Greig.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 201207-8C**

**RESOLUTION TO APPROVE A TEMPORARY ALLEY USAGE/CLOSURE PERMIT FOR THE ALLEY NORTH OF AND ADJACENT TO 8006, 8010, 8012, 8014 MILLER ROAD**

Motion by Councilmember: \_\_\_\_\_

**WHEREAS**, the City of Swartz Creek enables closure and use of its public streets, plazas, and alleys upon application by a petitioner and approval by the city council; and

**WHEREAS**, the COVID pandemic has had a profound and dynamic impact on the community, including hospitality businesses that cannot provide in-person service, greatly jeopardizing the abilities of these businesses and property owners that rely on this industry; and

**WHEREAS**, there are grants available to enable outdoor dining, including winter service, for those business that can pursue this as an option; and

**WHEREAS**, the owner of 8006, 8010, 8012, and 8014 Miller Road houses two restaurant businesses that are immediately south of and adjacent to the city's public alley; and

**WHEREAS**, this alley is the only accessible space in which to safely accommodate outdoor service for Hank and Don's as well as JT's.

**NOW, THEREFORE BE IT RESOLVED** that the City of Swartz Creek hereby authorizes closure and private use, including routine maintenance (waste removal, snow removal, and general safety) of the city alley north of and adjacent to 8002, 8010, 8012, and 8014 Miller Road for the purpose of food service, including alcohol sales, inclusive of all stipulations and conditions as specified and listed within the permit dated December 3, 2020, including the provision of valid insurance that lists the City of Swartz Creek as an additionally insured party for all activities.

**BE IT FURTHER RESOLVED** that the closure and use of said alley shall commence immediately and be valid for 120 days.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 201207-10A      ADJOURN**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council adjourn the regular council meeting of December 7, 2020, and set Zoom as the venue for the next regularly scheduled council meeting of December 14, 2020.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE 11/23/2020**

The meeting was called to order at 7:00 p.m. by Mayor Krueger in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

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

Councilmembers Absent: None.

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

Others Present: Lania Rocha, Metro PD Chief Bade.

**APPROVAL OF MINUTES**

**Resolution No. 201123-01**

**(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 November 09, 2020 to be circulated and placed on file.

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

**APPROVAL OF AGENDA**

**Resolution No. 201123-02**

**(Carried)**

Motion by Councilmember Fountain  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Agenda as, printed for the Regular Council Meeting of November 23, 2020, to be circulated and placed on file.

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

## **CITY MANAGER'S REPORT**

**Resolution No. 201123-03**

**(Carried)**

Motion by Councilmember Farmer  
Second by Mayor Pro Tem Hicks

**I Move** the Swartz Creek City Council accept the City Manager's Report of November 23, 2020, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

### **MEETING OPENED TO THE PUBLIC:**

None.

### **COUNCIL BUSINESS:**

### **COMMISSION APPOINTMENTS**

**Resolution No. 201123-04**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Henry

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

**WHEREAS**, there exist vacancies in a number of said positions; and

**WHEREAS**, said appointments are Mayoral appointments, subject to affirmation of the city council.

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

**#201123-4A1** **MAYOR RE-APPOINTMENT:**  
Fire Board, Citizen  
Two year term, expiring November 28, 2022

**John Knickerbocker**

- #201123-4A2 **MAYOR RE-APPOINTMENT:** **John Gilbert**  
 Fire Board, Council Member  
 Two year term, expiring November 28, 2022
- #201123-4A3 **MAYOR RE-APPOINTMENT:** **Rae Lynn Hicks**  
 Fire Board, Council Member  
 Two year term, expiring November 28, 2022
- #201123-4A4 **MAYOR RE-APPOINTMENT:** **John Gilbert**  
 Genesee County Metropolitan Alliance, City Council Delegate  
 Two year term, expiring November 28, 2022
- #201123-4A5 **MAYOR APPOINTMENT:** **Nate Henry**  
 Genesee County Metropolitan Alliance, Alternate  
 Two year term, expiring November 28, 2022
- #201123-4A6 **MAYOR RE-APPOINTMENT:** **Robert Plumb**  
 Genesee County Metropolitan Alliance, Citizen  
 Two year term, expiring November 28, 2022
- #201123-4A7 **MAYOR RE-APPOINTMENT:** **Dennis Cramer**  
 Flint Area Narcotics Group, Citizen Representative  
 Two year term, expiring November 28, 2022
- #201123-4A8 **MAYOR RE-APPOINTMENT:** **John Gilbert**  
 Flint Area Narcotics Group, Alternate  
 Two year term, expiring November 28, 2022
- #201123-4A9 **MAYOR RE-APPOINTMENT:** **John Gilbert**  
 GAIN Auto Theft, City Council Delegate  
 Two year term, expiring November 28, 2022
- #201123-4A10 **MAYOR RE-APPOINTMENT:** **Dennis Cramer**  
 GAIN Auto Theft, Alternate  
 Two year term, expiring November 28, 2022
- #201123-4A11 **MAYOR RE-APPOINTMENT:** **David Krueger**  
 Genesee County Small Cities, City Council Delegate  
 Two year term, expiring November 28, 2022
- #201123-4A12 **MAYOR APPOINTMENT:** **Samantha Fountain**  
 Genesee County Small Cities, Alternate  
 Two year term, expiring November 28, 2022
- #201123-4A13 **MAYOR RE-APPOINTMENT:** **Dave Alexander**  
 Local Officers Compensation Commission, Citizen  
 Five year term, expiring November 24, 2025
- #201123-4A14 **MAYOR RE-APPOINTMENT:** **Dennis Novak**  
 Local Officers Compensation Commission, Citizen  
 Five year term, expiring November 24, 2025
- #201123-4A15 **MAYOR RE-APPOINTMENT:** **Samantha Fountain**  
 Park and Recreation Advisory Board, Citizen  
 Three year term, expiring December 31, 2023

- #201123-4A16 MAYOR RE-APPOINTMENT:** **Trudy Plumb**  
Park and Recreation Advisory Board, Citizen  
Three year term, expiring December 31, 2023
- #201123-4A17 MAYOR RE-APPOINTMENT:** **Connie Olger**  
Park and Recreation Advisory Board, Citizen  
Three year term, expiring December 31, 2023
- #201123-4A18 MAYOR RE-APPOINTMENT:** **Jentery Farmer**  
Planning Commission, Council Member  
Two year term, expiring November 28, 2022
- #201123-4A19 MAYOR APPOINTMENT:** **Steve Long**  
Planning Commission, Citizen  
Remainder of Three year term, expiring June 30, 2022
- #201123-4A20 MAYOR RE-APPOINTMENT:** **Andrew Harris**  
Genesee County Water and Waste Services TAC, Delegate  
Two year term, expiring November 28, 2022
- #201123-4A21 MAYOR RE-APPOINTMENT:** **Adam Zettel**  
Genesee County Water and Waste Services TAC, Alternate  
Two year term, expiring November 28, 2022
- #201123-4A22 MAYOR RE-APPOINTMENT:** **John Gilbert**  
Zoning Board of Appeals, City Council Delegate  
Two year term, expiring November 28, 2022
- #201123-4A23 MAYOR APPOINTMENT:** **Dennis Cramer**  
Zoning Board of Appeals, Citizen  
Remainder of Three year term, expiring June 30, 2023
- #201123-4A24 MAYOR RE-APPOINTMENT:** **Douglas Stephens**  
Construction Board of Appeals, Citizen  
Two year term, expiring November 28, 2022
- #201123-4A25 MAYOR RE-APPOINTMENT:** **Brad Lyndsay**  
Construction Board of Appeals, Citizen  
Two year term, expiring November 28, 2022
- #201123-4A26 MAYOR RE-APPOINTMENT:** **Joe Perreault**  
Construction Board of Appeals, Citizen  
Two year term, expiring November 28, 2022
- #201123-4A27 MAYOR RE-APPOINTMENT:** **Adam Zettel**  
911 Consortium, Delegate  
Two year term, expiring November 28, 2022
- #201123-4A28 MAYOR RE-APPOINTMENT:** **Andrew Harris**  
Street Administrator, Delegate  
Two year term, expiring November 28, 2022
- #201123-4A29 MAYOR RE-APPOINTMENT:** **Adam Zettel**  
Street Administrator, Alternate  
Two year term, expiring November 28, 2022

Discussion Ensued.

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

**RESOLUTION DECLARING SUPPORT AND APPRECIATION FOR THE METRO  
POLICE AUTHORITY OF GENESEE COUNTY**

**Resolution No. 201123-05**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Farmer

**WHEREAS**, the Metro Police Authority of Genesee County is contracted by the City of Swartz Creek for police services; and

**WHEREAS**, the Metro Police Authority of Genesee County implemented and adheres to the "Pillars of Excellence," those being:

- I. Public trust through accountability and integrity
- II. Thoroughness of effort in all aspects of our work
- III. Community partnership at all levels
- IV. Problem-Oriented Community Policing is our daily approach
- V. Progressive innovation and improvement; and

**WHEREAS**, the Metro Police Authority follows the President's Executive Order on Safe Policing for Safe Communities:

**NOW, THEREFORE BE IT RESOLVED**, that the Swartz Creek City Council does hereby declares it supports and appreciates the work of the Metro Police Authority of Genesee County.

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

**A RESOLUTION TO AUTHORIZE THE APPROVAL AND SIGNING OF AN  
INTERLOCAL AGREEMENT FOR THE GENESEE COUNTY DESIGNATED  
ASSESSOR**

**Resolution No. 201123-06**

**(Carried)**

Motion by Councilmember Pinkston  
Second by Councilmember Henry

**WHEREAS**, MCL 211.10g establishes the requirement for a designated assessor in each county and that such designation should be made before December 31, 2020; and,

**WHEREAS**, to meet the requirement of appointing a Designated Assessor for Genesee County, the assessing districts in Genesee County and the County of Genesee have agreed to designate Stacey Kaake as Designated Assessor; and,

**WHEREAS**, the Interlocal Agreement naming the Designated Assessor shall be binding upon all assessing districts upon its approval by the County Board of Commissioners, Stacey Kaake, a majority of the assessing districts, and the State Tax Commission; and,

**WHEREAS**, the Designated Assessor shall only act as the assessor of record for an assessing district when required to by the State Tax Commission pursuant to MCL 211.10g.

**NOW, THEREFORE, BE IT RESOLVED** that the Swartz Creek City Council of Genesee County Assessing District approves the Interlocal Agreement naming Stacey Kaake, an individual qualified and certified by the State Tax Commission as a Michigan Master Assessing Officer, to be the County Designated Assessor for Genesee County; and,

**BE IT FURTHER RESOLVED THAT**, the Mayor Krueger is authorized to sign the Interlocal Agreement.

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

**RESOLUTION TO AUTHORIZE THE CITY ATTORNEY TO INITIATE LEGAL PROCEEDINGS FOR NONPAYMENT OF RENT AT 8002 MILLER ROAD**

**Resolution No. 201123-07**

**(Carried)**

Motion by Councilmember Henry  
Second by Councilmember Farmer

**WHEREAS**, the City owns the property located at 8002 Miller Road, Swartz Creek, MI 48473, and is the Landlord under the terms of a lease agreement (Agreement) signed between the City and the Tenant of 8002 Miller Road;

**WHEREAS**, the Agreement requires the Tenant to pay \$800 per month for the residential unit and \$1,200 for the commercial unit, and the Tenant has failed to do so, and the Tenant currently owes \$17,360.00;

**WHEREAS**, the City did not enforce certain Agreement provisions to take possession of 8002 Miller Road because of the Covid-19 Pandemic; and

**WHEREAS**, the City now wishes to enforce the appropriate provisions of the Agreement and seek possession of the property for non-payment of rent, or other alternative resolutions.

**THEREFORE, THE CITY HEREBY RESOLVES TO:**

1. Authorize the city attorney to initiate legal proceedings under the Agreement for nonpayment of rent.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

**RESOLUTION TO APPROVE A PRELIMINARY ENGINEERING PROPOSAL FOR THE SAFE ROUTES TO SCHOOL PROGRAM GRANT**

**Resolution No. 201123-08**

**(Carried)**

Motion by Councilmember Fountain  
Second by Councilmember Farmer

**WHEREAS**, the City of Swartz Creek owns, operates, and maintains a system of major streets, local streets, and pedestrian safety assets, and

**WHEREAS**, the Swartz Creek Community School District owns, operates, and maintains K-12 and related facilities and grounds that include pedestrian and bike user amenities, and

**WHEREAS**, the city and school partnered to apply for a Safe Routes to School Grant that would enable the construction of various pedestrian amenities within the community, including sidewalks, trails, crossings, and education, and

**WHEREAS**, the city was awarded over \$600,000 to construct such improvements, and

**WHEREAS**, surveys, engineering, and easement acquisition are now required to proceed with the development and realization of the SRTS plan, and

**WHEREAS**, OHM Advisors is one of the city's pre-authorized professional engineering services companies, and OHM has been specializing in overseeing the city's trail and pedestrian design services, and

**WHEREAS**, the Swartz Creek City Council finds that it is in the best interest of the community health and safety to proceed with design of the SRTS plan.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek City Council approves the preliminary engineering proposal as submitted by OHM Advisors on November 9, 2020 in the amount of \$83,200, funds to be split between the general fund and the major street fund per the Treasurer.

**BE IT FURTHER RESOLVED**, the City Council authorizes and directs the Mayor to execute said proposal on behalf of the city.

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

**MEETING OPENED TO THE PUBLIC:**

Metro Police Chief Bade thanked the council for the recognition and support.

**REMARKS BY COUNCILMEMBERS:**

Councilmember Henry remarked that downtown is looking nice with all the decorations.

Councilmember Fountain agreed the decorations look good.

Councilmember Farmer wants everyone to have a good and safe Thanksgiving.

Mayor Pro Tem Hicks informed every one of the decoration contests that are going on. The residential one is judged by park board members and the business one is judged by the Women's Club.

Councilmember Gilbert commented have a good Thanksgiving, good health and stay safe.

Councilmember Pinkston commented of the revenue the horse track brought to the city when it was up and going and the potential it could have again.

Mayor Krueger wishes everyone have a very delicious Thanksgiving.

**ADJOURNMENT**

**Resolution No. 201123-09**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Farmer

**I Move** the Swartz Creek City Council adjourn the regular meeting at 7:53 p.m.

Unanimous Voice Vote.

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**David A. Krueger, Mayor**

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**Connie Olger, City Clerk**



|            |       |                                |   |                 |
|------------|-------|--------------------------------|---|-----------------|
| 11/05/2020 | 48629 | RWS OF MID MICHIGAN            | FY21 GARBAGE/RECYCLING/YARD WASTE OCTOBER | 24,326.57       |
| 11/05/2020 | 48630 | SARGENTS TITLE COMPANY         | EASEMENT SEARCH 5286 MILLER RD            | 350.00          |
|            |       |                                | EASEMENT SEARCH 5420 MILLER RD            | 200.00          |
|            |       |                                | EASEMENT SEARCH 6060 BRISTOL RD           | 500.00          |
|            |       |                                | EASEMENT SEARCH 6060 W BRISTOL RD         | 350.00          |
|            |       |                                |   | <u>1,400.00</u> |
| 11/05/2020 | 48631 | SELECT TITLE COMPANY           | UB REFUND FOR 5206 GREENLEAF              | 107.36          |
| 11/05/2020 | 48632 | STAPLES                        | 23.8IN WA LCS 1920X1080 (3)               | 482.97          |
|            |       |                                | BROTHER MFCL2710DW (6)                    | 1,154.94        |
|            |       |                                | LETTER OPENER                             | 1,140.31        |
|            |       |                                | TAPE DISPENSER (2)/TAPE/MOUNTING PUTTY (  | 12.93           |
|            |       |                                | REFUND BROTHER MCFL2710DW                 | (577.47)        |
|            |       |                                | MONITOR RETURN (3)                        | (482.97)        |
|            |       |                                |   | <u>1,730.71</u> |
| 11/05/2020 | 48633 | STATE OF MICHIGAN-DEPART. TREA | MCAT K BROWN 2021                         | 50.00           |
| 11/05/2020 | 48634 | STATE OF MICHIGAN-DEPART. TREA | MCAT S ARVOY 2021                         | 50.00           |
| 11/05/2020 | 48635 | STATE OF MICHIGAN-DEQ WTR      | DRINKING WATER LAB TESTING                | 144.00          |
| 11/05/2020 | 48636 | SUBURBAN AUTO SUPPLY           | GLASS FUSE                                | 2.99            |
| 11/05/2020 | 48637 | SUPER FLITE OIL CO INC         | FUEL - DPW SEPTEMBER 2020                 | 575.03          |
| 11/05/2020 | 48638 | SWARTZ CREEK SCHOOLS           | WHITE COPY PAPER 8 CASES                  | 231.60          |
| 11/05/2020 | 48639 | WALDORF AND SONS INC           | JET/VAC STORM SEWER MORRISH&GROVE/INGALL  | 2,250.00        |
|            |       |                                | INSTALL 3/4" K-COPPER WATER TAP 5206 WIN  | 2,499.00        |
|            |       |                                |   | <u>4,749.00</u> |
| 11/12/2020 | 48640 | BIO-SERV CORPORATION           | PEST CONTROL - CITY HALL/LIBRARY-SR CTR   | 114.00          |
| 11/12/2020 | 48641 | CHARTER TOWNSHIP OF MUNDY      | JOINT INSP & PERMIT FEES AUGUST 2020      | 5,971.77        |
| 11/12/2020 | 48642 | CHARTER TOWNSHIP OF MUNDY      | JOINT INSP & PERMIT FEES SEPT. 2020       | 6,216.58        |
| 11/12/2020 | 48643 | COMMUNITY IMAGE BUILDERS       | TEMPLAR COORD & MTG/MISC COORD.           | 540.50          |
| 11/12/2020 | 48644 | CONNIE OLGER                   | REIMB FOR ELECTION FOOD/SUPPLIES          | 82.08           |
| 11/12/2020 | 48645 | CONSUMERS ENERGY               | SIRENS TRAFFIC LIGHTS 199710/1-10/31/20   | 27.09           |
| 11/12/2020 | 48646 | CONSUMERS ENERGY               | STREET LIGHTS 1294 10/1-10/31/20          | 7,199.34        |
| 11/12/2020 | 48647 | CONSUMERS ENERGY               | 4524 MORRISH RD 10/1-10/31/20             | 52.62           |
| 11/12/2020 | 48648 | CONSUMERS ENERGY               | TRAFFIC LIGHTS 1781 10/1-10/31/20         | 408.97          |
| 11/12/2020 | 48649 | CONSUMERS ENERGY               | 8301 CAPPY LN 10/2-10/31/20               | 274.07          |
| 11/12/2020 | 48650 | CONSUMERS ENERGY               | 48473 LED LIGHT RD WORCHESTER/CHESTERFIE  | 1,088.15        |
| 11/12/2020 | 48651 | CONSUMERS ENERGY               | 8100 CIVIC DR 10/2-11/1/20                | 922.01          |
| 11/12/2020 | 48652 | CONSUMERS ENERGY               | ELMS PARKING LOT AREA LIGHTS 2300 10/1-1  | 33.33           |
| 11/12/2020 | 48653 | CONSUMERS ENERGY               | 6425 MILLER PARK & RIDE 10/5-11/3/20      | 122.29          |
| 11/12/2020 | 48654 | CONSUMERS ENERGY               | 4125 ELMS RD 4353 10/5-11/3/20            | 44.71           |
| 11/12/2020 | 48655 | CONSUMERS ENERGY               | 4125 ELMS RD PAVILION 4437 10/5-11/3/20   | 35.98           |
| 11/12/2020 | 48656 | DEANNA KORTH                   | BANK MILEAGE DEANNA OCTOBER 2020          | 44.85           |
| 11/12/2020 | 48657 | FLINT WELDING SUPPLY           | CYLINDER COMPRESSED OXYGEN                | 5.00            |
| 11/12/2020 | 48658 | GARY ROOT                      | UB REFUND FOR 5312 DURWOOD                | 179.03          |
| 11/12/2020 | 48659 | GLAESER DAWES                  | USDA WATERMAIN PROJ OAKVIEW/MILLER/BRIST  | 157,190.57      |
| 11/12/2020 | 48660 | INTEGRITY BUSINESS SOLUTIONS   | ROLL PAPER TOWELS (2)                     | 81.38           |
| 11/12/2020 | 48661 | JODY KEY                       | BANK MILEAGE JODY OCTOBER 2020            | 4.49            |
| 11/12/2020 | 48662 | JOHN CARL KIRK                 | TREE REMOVAL 5331 SEYMOUR RD              | 1,215.00        |
| 11/12/2020 | 48663 | JOSE A MIRELES                 | MOW & TRIM CITY PROPERTIES                | 1,145.00        |
| 11/12/2020 | 48664 | KLEE MFG & DIST                | FLAGS FOR VETERANS MEMORIAL (7)           | 378.00          |
| 11/12/2020 | 48665 | OHM ADVISORS                   | USDA WATER MAIN IMPROVEMENT PROJECT       | 26,032.75       |
| 11/12/2020 | 48666 | PITNEY BOWES INC.              | LEASING CHARGES 8/30-11/29/20             | 144.12          |
| 11/12/2020 | 48667 | ROWE PROFESSIONAL SERVICES CO  | DISTRICT 3 SANITARY RELIEF SEWER SURVEY   | 12,445.00       |
| 11/12/2020 | 48668 | SIMEN FIGURA & PARKER PLC      | MONTHLY INVOICE OCTOBER 2020              | 4,123.00        |
| 11/12/2020 | 48669 | SUPER FLITE OIL CO INC         | FUEL - DPW OCTOBER 2020                   | 964.03          |
| 11/12/2020 | 48670 | SWARTZ CREEK AREA FIRE DEPT.   | FIRE SERVICE OCTOBER 2020                 | 2,608.31        |
| 11/12/2020 | 48671 | WALDORF AND SONS INC           | WATERMAIN REPAIRS 7229 MILLER RD          | 8,364.00        |
| 11/18/2020 | 48672 | ADAM ZETTEL                    | REIMB WEBSITE DOMAIN CHARGE 2 YEAR        | 399.98          |
| 11/18/2020 | 48673 | ALEXANDRA EDWARDS              | UB REFUND FOR 5428 MILLER                 | 58.01           |
| 11/18/2020 | 48674 | BLUE CARE NETWORK-EAST MI      | RETIREE HEALTH DECEMBER 2020              | 1,383.61        |
| 11/18/2020 | 48675 | FERGUSON ENTERPRISES INC       | COPR E-Z OUT3/4 & 1                       | 51.08           |

|                             |       |                                   |  | COPR E-Z OUT CREDIT 179010 | (36.00)           |
|-----------------------------|-------|-----------------------------------|--|----------------------------|-------------------|
|                             |       |                                   |  |                            | <u>51.08</u>      |
| 11/18/2020                  | 48676 | I T VERDIN COMPANY                | CLOCK MAINTENANCE 2021                   |                            | 630.00            |
| 11/18/2020                  | 48677 | JAMS MEDIA LLC                    | SIDEWALK NTC/HYDRANT PUBLIC NTC/CDBG GEN |                            | 126.90            |
| 11/18/2020                  | 48678 | JAY'S SEPTIC TANK SERVICE         | PORT-A-JON RENTAL ELMS PARK (3) 10/23-11 |                            | 300.00            |
| 11/18/2020                  | 48679 | LEGACY ASSESSING SERVICES INC     | ASSESSING SERVICES NOVEMBER 2020         |                            | 2,487.00          |
| 11/18/2020                  | 48680 | MARTHA LEMAN                      | UB REFUND FOR 3329 HERITAGE              |                            | 113.65            |
| 11/18/2020                  | 48681 | MISS DIG SYSTEM INC               | 2021 MEMB FEE/ANNL MAINT FEE/ANNL ADJ FE |                            | 1,620.19          |
| 11/18/2020                  | 48682 | MLIVE MEDIA GROUP                 | DECORATIVE STREETLIGHT PUBLIC NOTICE     |                            | 285.83            |
| 11/18/2020                  | 48683 | PARAGON LABORATORIES INC          | WATER SAMPLES WO SWARTZ CREEK            |                            | 617.00            |
|                             |       |                                   | WATER SAMPLES WO SWARTZ CREEK            |                            | 458.00            |
|                             |       |                                   |  |                            | <u>1,075.00</u>   |
| 11/18/2020                  | 48684 | PLANTE & MORAN PLLC               | PROF SERVICES GASB/F-65/UDSA/AUDIT       |                            | 18,300.00         |
| 11/18/2020                  | 48685 | STAPLES                           | COUNTERTOP SHIELD WOOD BASE (2)          |                            | 149.60            |
|                             |       |                                   | PENS 2 BOXES                             |                            | 13.02             |
|                             |       |                                   | HDMI TO HDMI CABLE 6 FT                  |                            | 45.54             |
|                             |       |                                   |  |                            | <u>208.16</u>     |
| 11/18/2020                  | 48686 | TRANSNATION TITLE AGENCY          | UB REFUND FOR ACCOUNT 5296 GREENLEAF     |                            | 158.49            |
| 11/18/2020                  | 48687 | UNUM LIFE INSURANCE               | RETIREE LIFE DECEMBER 2020 (4)           |                            | 49.73             |
| 11/18/2020                  | 48688 | WALDORF AND SONS INC              | WATERMAIN REPAIR 9191 CHESTERFIELD       |                            | 1,680.00          |
| 11/24/2020                  | 48689 | DELTA DENTAL PLAN                 | RETIREE DENTAL DECEMBER 2020 (5)         |                            | 348.58            |
| 11/24/2020                  | 48690 | STRUCTURED TECHNOLOGIES GROUP INC | DATA CABLING & AUDIO RECORDING FOR CITY  |                            | 1,913.60          |
| GEN TOTALS:                 |       |                                   |  |                            |                   |
| Total of 102 Checks:        |       |                                   |  |                            | 515,668.65        |
| Less 0 Void Checks:         |       |                                   |  |                            | 0.00              |
| Total of 102 Disbursements: |       |                                   |  |                            | <u>515,668.65</u> |

# 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       |
|-----------------|----------|-------------------------------|----------------|---------------|---------------------------|-------------------------------|----------------------------|
| <b>Building</b> |          |                               |                |               |                           |                               |                            |
| PB2000056       | 11/10/20 | Foundation Systems of Michiga | (734) 838 3895 | 58-30-651-082 | \$3,982                   | \$155.00 3340 HERITAGE BLVD   | 48473-Res Add/Alter/Repair |
| PB2000059       | 11/05/20 | Premium Roofing               | (517) 468 1139 | 58-03-533-155 | \$0                       | \$100.00 5147 DURWOOD DR      | 48473-Roofing              |
| PB2000060       | 11/05/20 | WOODSIDE BUILDERS, INC        | (810) 635 2227 | 58-36-676-088 | \$174,940                 | \$1,044.00 4274 ALEX MARIN DR | 48473 Res Single Family    |
| PB2000062       | 11/24/20 | Phillip Banacki               | (810) 397 4278 | 58-36-552-010 | \$180,000                 | \$945.00 7550 MILLER RD       | 48473-Com Add/Alter/Repair |

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**Total:            4 Permits            Value: \$358,922            Fee Total:            \$2,244.00            Total Number of Dwelling Units            1**

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**Electrical**

|           |          |                        |                |               |     |                             |                  |
|-----------|----------|------------------------|----------------|---------------|-----|-----------------------------|------------------|
| PE2000046 | 11/11/20 | AGAINST THE GRAIN HAIR | (810) 223 1982 | 58-02-529-020 | \$0 | \$140.00 8057 MILLER RD     | 48473-Electrical |
| PE2000047 | 11/30/20 | McEwen Electric        | (989) 277 0154 | 58-30-651-107 | \$0 | \$175.00 3329 HERITAGE BLVD | 48473-Electrical |

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**Total:            2 Permits            Value: \$0            Fee Total:            \$315.00            Total Number of Dwelling Units            0**

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**Mechanical**

|          |          |                           |                |               |     |                         |                  |
|----------|----------|---------------------------|----------------|---------------|-----|-------------------------|------------------|
| PM200058 | 11/16/20 | Staley's Plbg & Htg, Inc. | (810) 659 5572 | 58-36-651-144 | \$0 | \$170.00 4284 CHAPEL LN | 48473-Mechanical |
|----------|----------|---------------------------|----------------|---------------|-----|-------------------------|------------------|

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**Total:            1 Permits            Value: \$0            Fee Total:            \$170.00            Total Number of Dwelling Units            0**

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**Plumbing**

|          |          |                  |  |               |     |                             |                |
|----------|----------|------------------|--|---------------|-----|-----------------------------|----------------|
| PP200013 | 11/10/20 | WILLIAMS, JOSEPH |  | 58-03-578-014 | \$0 | \$140.00 5359 WORCHESTER DR | 48473-Plumbing |
|----------|----------|------------------|--|---------------|-----|-----------------------------|----------------|

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**Total:            1 Permits            Value: \$0            Fee Total:            \$140.00            Total Number of Dwelling Units            0**

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# 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             |
|---------------------|----------|------------------------|-------------------|---------------|---------------------------|-----------------------------------|----------------------------------|
| <b>Right of Way</b> |          |                        |                   |               |                           |                                   |                                  |
| PROW-0187           | 11/04/20 | WOODSIDE BUILDERS, INC | (810) 635 2227    | 58-36-676-088 | \$0                       | \$100.00 4274 ALEX MARIN DR 48473 | Right of way                     |
| <b>Total:</b>       |          | <b>1 Permits</b>       | <b>Value: \$0</b> |               | <b>Fee Total:</b>         | <b>\$100.00</b>                   | Total Number of Dwelling Units 0 |

**Permit Total: 9                      Value: \$358,922                      Fee Total: \$2,969.00**

Permit.DateIssued Between 11/1/2020 12:00:00 AM AND 11/30/2020 11:59:59 PM

# Inspection List

| Address              | Parcel Number | Inspection Type       | Scheduled  | Completed  | Result       |
|----------------------|---------------|-----------------------|------------|------------|--------------|
| 5095 MC LAIN ST      | 58-02-526-037 | Status                | 11/02/2020 |            |              |
| 4126 ELMS RD         | 58-36-526-020 | Status                | 11/02/2020 |            |              |
| 8522 MILLER RD       | 58-35-551-008 | Status                | 11/02/2020 | 11/02/2020 | No Change    |
| 8366 CAPPY LN        | 58-02-503-035 | Reinspection          | 11/02/2020 | 11/02/2020 | Complied     |
| 4134 JENNIE LN       | 58-36-526-014 | Rough                 | 11/02/2020 | 11/02/2020 | Approved     |
| 9278 ETON CT         | 58-03-531-011 | Final                 | 11/02/2020 | 11/02/2020 | Approved     |
| 4134 JENNIE LN       | 58-36-526-014 | Final                 | 11/04/2020 | 11/04/2020 | Approved     |
| 5213 DURWOOD DR      | 58-03-533-165 | Initial               | 11/04/2020 | 11/04/2020 | Violation(s) |
| 5224 DURWOOD DR      | 58-03-533-137 | Final Zoning          | 11/05/2020 | 11/05/2020 | Approved     |
| 5301 BIRCHCREST DR   | 58-03-531-113 | Framing               | 11/05/2020 | 11/05/2020 | Approved     |
| 8354 CAPPY LN        | 58-02-503-037 | Rough In Wall         | 11/05/2020 | 11/05/2020 | Approved     |
| 8354 CAPPY LN        | 58-02-503-037 | Existing Stud Work    | 11/05/2020 | 11/05/2020 | Disapproved  |
| 3259 ELMS RD         | 58-30-300-001 | Finals-State & Fire M | 11/06/2020 | 11/06/2020 | Approved     |
| 4274 ALEX MARIN DR   | 58-36-676-088 | Swr & Wtr Tap Ins     | 11/09/2020 | 11/10/2020 | Approved     |
| 4274 ALEX MARIN DR   | 58-36-676-088 | Footing               | 11/09/2020 | 11/09/2020 | Disapproved  |
| 4274 ALEX MARIN DR   | 58-36-676-088 | Footing               | 11/10/2020 | 11/10/2020 | Approved     |
| 8101 CRAPO ST        | 58-02-530-041 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 7 BROOKFIELD         | 58-35-776-007 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 13 BROOKFIELD        | 58-35-776-013 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 25 BROOKFIELD        | 58-35-776-025 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 159 BROOKFIELD       | 58-35-776-159 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 45 KINGSLEY          | 58-35-776-045 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 61 ASHLEY CIR        | 58-35-776-061 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 67 ASHLEY CIR        | 58-35-776-067 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 105 ASHLEY CIR       | 58-35-776-105 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 5359 WORCHESTER DR   | 58-03-578-014 | Final                 | 11/10/2020 | 11/10/2020 | Approved     |
| 7177 LINDSEY DR      | 58-36-676-050 | Rough                 | 11/10/2020 | 11/10/2020 | Approved     |
| 8354 CAPPY LN        | 58-02-503-037 | Footing               | 11/10/2020 | 11/10/2020 | Approved     |
| 81 HAMILTON ST       | 58-35-776-081 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 94 HAMILTON ST       | 58-35-776-094 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 116 ASHLEY CIR       | 58-35-776-116 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 123 ASHLEY CIR       | 58-35-776-123 | Initial               | 11/10/2020 | 11/10/2020 | Complied     |
| 8522 MILLER RD       | 58-35-551-008 | Status                | 11/11/2020 | 11/11/2020 | No Change    |
| 9201 CHESTERFIELD DR | 58-03-531-156 | Ordinance             | 11/11/2020 |            |              |
| 8522 MILLER RD       | 58-35-551-008 | Status                | 11/11/2020 |            |              |
| 6280 MILLER RD       | 58-31-200-006 | Citation              | 11/11/2020 | 11/11/2020 | Violation(s) |

# Inspection List

| Address             | Parcel Number | Inspection Type       | Scheduled  | Completed  | Result       |
|---------------------|---------------|-----------------------|------------|------------|--------------|
| 7594 MILLER RD      | 58-36-552-004 | Initial               | 11/11/2020 | 11/11/2020 | Complied     |
| 8057 MILLER RD      | 58-02-529-020 | Service               | 11/11/2020 | 11/11/2020 | Approved     |
| 8250 MILLER RD      | 58-35-400-018 | Ordinance             | 11/12/2020 | 11/12/2020 | Violation(s) |
| 8354 CAPPY LN       | 58-02-503-037 | Footing               | 11/12/2020 | 11/12/2020 | Approved     |
| 5301 BIRCHCREST DR  | 58-03-531-113 | Final                 | 11/12/2020 | 11/12/2020 | Approved     |
| 4274 ALEX MARIN DR  | 58-36-676-088 | Re-Rod Wall           | 11/16/2020 | 11/16/2020 | Approved     |
| 6280 MILLER RD      | 58-31-200-006 | Citation              | 11/17/2020 | 11/17/2020 | Violation(s) |
| 8342 CAPPY LN       | 58-02-503-039 | Reinspection          | 11/17/2020 | 11/17/2020 | Complied     |
| 5428 MILLER RD      | 58-29-551-007 | Code                  | 11/17/2020 | 11/17/2020 | No Violation |
| 5170 MORRISH RD     | 58-02-530-044 | Initial               | 11/17/2020 | 11/17/2020 | Locked Out   |
| 5170 MORRISH RD 2   | 58-02-530-044 | Initial               | 11/17/2020 | 11/17/2020 | Complied     |
| 8354 CAPPY LN       | 58-02-503-037 | Underground           | 11/17/2020 | 11/17/2020 | Approved     |
| 5300 OAKVIEW DR     | 58-03-200-006 | Above Ceiling         | 11/18/2020 | 11/18/2020 | Approved     |
| 4274 ALEX MARIN DR  | 58-36-676-088 | Backfill              | 11/18/2020 | 11/18/2020 | Disapproved  |
| 8250 MILLER RD      | 58-35-400-018 | Status                | 11/19/2020 | 11/19/2020 | No Change    |
| 4274 ALEX MARIN DR  | 58-36-676-088 | Backfill              | 11/19/2020 | 11/19/2020 | Approved     |
| 3278 HERITAGE BLVD  | 58-30-651-092 | Footing               | 11/19/2020 | 11/19/2020 | Approved     |
| 8354 CAPPY LN       | 58-02-503-037 | Underground           | 11/19/2020 | 11/19/2020 | Not Ready    |
| 8354 CAPPY LN       | 58-02-503-037 | underground insl      | 11/23/2020 | 11/23/2020 | Approved     |
| 7572.5 CHURCH ST    | 58-36-551-011 | Initial               | 11/24/2020 |            |              |
| 8354 CAPPY LN       | 58-02-503-037 | Underground Htg       | 11/24/2020 | 11/24/2020 | Approved     |
| 8354 CAPPY LN       | 58-02-503-037 | Floor Slab            | 11/24/2020 | 11/24/2020 | Approved     |
| 5300 OAKVIEW DR     | 58-03-200-006 | walk thru with fire m | 11/24/2020 | 11/24/2020 | Approved     |
| 7252 MAPLECREST CIR | 58-36-676-028 | Final                 | 11/24/2020 | 11/24/2020 | Canceled     |
| 4284 CHAPEL LN      | 58-36-651-144 | Final                 | 11/24/2020 | 11/24/2020 | Approved     |
| 7252 MAPLECREST CIR | 58-36-676-028 | Rough                 | 11/24/2020 | 11/24/2020 | Canceled     |
| 3278 HERITAGE BLVD  | 58-30-651-092 | Backfill              | 11/25/2020 | 11/25/2020 | Approved     |
| 7489 GROVE ST       | 58-01-100-010 | Status                | 11/30/2020 | 11/30/2020 | Complied     |
| 3340 HERITAGE BLVD  | 58-30-651-082 | Rough                 | 11/30/2020 | 11/30/2020 | Approved     |

**Inspections: 65**

Population: All Records

Inspection.DateTimeScheduled Between 11/1/2020 12:00:00 AM AND 11/30/2020 11:59:59 PM

# Certificates With Inspections

12/01/2020

| Certificate Number | Address        | Date Applied | Since      | Issued       | Last Inspection | Expires    | Status    |
|--------------------|----------------|--------------|------------|--------------|-----------------|------------|-----------|
| CR200011           | 8342 CAPPY LN  | 01/10/2020   | 01/10/2020 | 11/17/2020   | 11/17/2020      | 01/10/2023 | Certified |
| Reinspection       | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| Initial            | JKEY           | Matt Hart    | Completed  | Violation(s) |                 |            |           |
| CR200044           | 8101 CRAPO ST  | 10/19/2020   | 10/19/2020 | 11/10/2020   | 11/10/2020      | 10/19/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| CR200048           | 7 BROOKFIELD   | 10/27/2020   | 10/27/2020 | 11/10/2020   | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| CR200052           | 13 BROOKFIELD  | 10/27/2020   | 10/27/2020 | 11/10/2020   | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| CR200058           | 25 BROOKFIELD  | 10/27/2020   | 10/27/2020 | 11/10/2020   | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| CR200062           | 45 KINGSLEY    | 10/27/2020   | 10/27/2020 | 11/10/2020   | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| CR200066           | 61 ASHLEY CIR  | 10/27/2020   | 10/27/2020 | 11/10/2020   | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| CR200067           | 67 ASHLEY CIR  | 10/27/2020   | 10/27/2020 | 11/10/2020   | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| CR200070           | 81 HAMILTON ST | 10/27/2020   | 10/27/2020 | 11/10/2020   | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| CR200074           | 94 HAMILTON ST | 10/27/2020   | 10/27/2020 | 11/10/2020   | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| CR200076           | 105 ASHLEY CIR | 10/27/2020   | 10/27/2020 | 11/10/2020   | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |
| CR200079           | 116 ASHLEY CIR | 10/27/2020   | 10/27/2020 | 11/10/2020   | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied     |                 |            |           |

# Certificates With Inspections

12/01/2020

| Certificate Number | Address        | Date Applied | Since      | Issued     | Last Inspection | Expires    | Status    |
|--------------------|----------------|--------------|------------|------------|-----------------|------------|-----------|
| CR200082           | 123 ASHLEY CIR | 10/27/2020   | 10/27/2020 | 11/10/2020 | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied   |                 |            |           |
| CR200086           | 159 BROOKFIELD | 10/27/2020   | 10/27/2020 | 11/10/2020 | 11/10/2020      | 10/28/2023 | Certified |
| Initial            | JKEY           | Matt Hart    | Completed  | Complied   |                 |            |           |

Population: All Records

Record Count: 14

Certificate.DateIssued Between 11/1/2020 12:00:00 AM  
AND 11/30/2020 11:59:59 PM

# Enforcements By Category

12/01/20

## BLIGHT

| Enforcement Number | Address        | Status       | Filed                   | Closed   |
|--------------------|----------------|--------------|-------------------------|----------|
| E20-097            | 5428 MILLER RD | No Violation | 11/04/20                | 11/17/20 |
|                    |                |              | <b>Total Entries: 1</b> |          |

## SIGNS

| Enforcement Number | Address              | Status             | Filed                   | Closed |
|--------------------|----------------------|--------------------|-------------------------|--------|
| E20-098            | 9201 CHESTERFIELD DR | Inspection Pending | 11/05/20                |        |
| E20-100            | 8250 MILLER RD       | Violation          | 11/12/20                |        |
|                    |                      |                    | <b>Total Entries: 2</b> |        |

**Total Records: 3**

Population: All Records

Enforcement.DateFiled Between 11/1/2020 12:00:00 AM AND 11/30/2020 11:5

| 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 |                     |               |            |       |       |             |
| 4100000001   | Gardner, Rodney E           | 590-540.000-941.000 |               | 10/27/2020 | 4.00  | 12.61 | 50.44       |
| 4100000001   | Gardner, Rodney E           | 590-540.000-941.000 |               | 10/28/2020 | 2.00  | 12.61 | 25.22       |
| 4100000001   | Gardner, Rodney E           | 590-540.000-941.000 |               | 11/09/2020 | 3.00  | 12.61 | 37.83       |
| 4100000004   | Wright, David L             | 202-463.000-941.000 |               | 10/23/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 590-540.000-941.000 |               | 10/23/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 591-536.000-941.000 |               | 10/23/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 226-782.000-941.000 |               | 10/24/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 226-783.000-941.000 |               | 10/24/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 590-540.000-941.000 |               | 10/24/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 226-783.000-941.000 |               | 10/25/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 590-540.000-941.000 |               | 10/25/2020 | 7.00  | 12.61 | 88.27       |
| 4100000004   | Wright, David L             | 101-782.000-941.000 |               | 10/26/2020 | 3.00  | 12.61 | 37.83       |
| 4100000004   | Wright, David L             | 101-783.000-941.000 |               | 10/26/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 226-782.000-941.000 |               | 10/26/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 226-783.000-941.000 |               | 10/26/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 101-794.000-941.000 |               | 10/27/2020 | 5.00  | 12.61 | 63.05       |
| 4100000004   | Wright, David L             | 202-463.000-941.000 |               | 10/27/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 101-790.000-941.000 |               | 10/28/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 590-542.000-941.000 |               | 10/28/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 101-262.000-941.000 |               | 10/30/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 101-793.000-941.000 |               | 10/30/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 202-474.000-941.000 |               | 10/30/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 226-782.000-941.000 |               | 10/30/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 591-536.000-941.000 |               | 10/30/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 101-262.000-941.000 |               | 11/02/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 101-793.000-941.000 |               | 11/02/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 203-463.000-941.000 |               | 11/03/2020 | 6.00  | 12.61 | 75.66       |
| 4100000004   | Wright, David L             | 590-540.000-941.000 |               | 11/03/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 101-793.000-941.000 |               | 11/04/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 101-796.000-941.000 |               | 11/04/2020 | 3.00  | 12.61 | 37.83       |
| 4100000004   | Wright, David L             | 203-463.000-941.000 |               | 11/04/2020 | 6.00  | 12.61 | 75.66       |
| 4100000004   | Wright, David L             | 590-540.000-941.000 |               | 11/04/2020 | 4.00  | 12.61 | 50.44       |
| 4100000004   | Wright, David L             | 101-794.000-941.000 |               | 11/05/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 590-540.000-941.000 |               | 11/05/2020 | 5.00  | 12.61 | 63.05       |
| 4100000004   | Wright, David L             | 590-540.000-941.000 |               | 11/06/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 591-536.000-941.000 |               | 11/06/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L             | 590-540.000-941.000 |               | 11/10/2020 | 3.00  | 12.61 | 37.83       |
| 4100000004   | Wright, David L             | 101-783.000-941.000 |               | 11/11/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 226-782.000-941.000 |               | 11/11/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 226-783.000-941.000 |               | 11/11/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 590-540.000-941.000 |               | 11/11/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L             | 101-782.000-941.000 |               | 11/12/2020 | 3.00  | 12.61 | 37.83       |
| 4100000004   | Wright, David L             | 101-783.000-941.000 |               | 11/12/2020 | 3.00  | 12.61 | 37.83       |

| Equipment ID | Description      | GL Number                   | Activity Code | Date       | Hours | Rate  | Approx Cost |
|--------------|------------------|-----------------------------|---------------|------------|-------|-------|-------------|
| Employee ID  | Name             |                             |               |            |       |       |             |
| 4100000004   | Wright, David L  | 101-782.000-941.000         |               | 11/13/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L  | 202-441.000-941.000-441.000 |               | 11/13/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L  | 226-782.000-941.000         |               | 11/13/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L  | 226-783.000-941.000         |               | 11/13/2020 | 1.00  | 12.61 | 12.61       |
| 4100000004   | Wright, David L  | 591-536.000-941.000         |               | 11/13/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L  | 590-540.000-941.000         |               | 11/16/2020 | 4.00  | 12.61 | 50.44       |
| 4100000004   | Wright, David L  | 590-540.000-941.000         |               | 11/17/2020 | 1.50  | 12.61 | 18.92       |
| 4100000004   | Wright, David L  | 590-540.000-941.000         |               | 11/19/2020 | 2.00  | 12.61 | 25.22       |
| 4100000004   | Wright, David L  | 590-540.000-941.000         |               | 11/20/2020 | 2.00  | 12.61 | 25.22       |
| 4100000005   | Sandford, Jay E  | 226-530.000-941.000         |               | 10/23/2020 | 2.00  | 12.61 | 25.22       |
| 4100000005   | Sandford, Jay E  | 591-536.000-941.000         |               | 10/23/2020 | 2.00  | 12.61 | 25.22       |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 10/26/2020 | 8.00  | 12.61 | 100.88      |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 10/27/2020 | 8.00  | 12.61 | 100.88      |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 10/28/2020 | 8.00  | 12.61 | 100.88      |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 10/29/2020 | 8.00  | 12.61 | 100.88      |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 10/30/2020 | 8.00  | 12.61 | 100.88      |
| 4100000005   | Sandford, Jay E  | 101-262.000-941.000         |               | 11/02/2020 | 1.00  | 12.61 | 12.61       |
| 4100000005   | Sandford, Jay E  | 226-530.000-941.000         |               | 11/02/2020 | 3.00  | 12.61 | 37.83       |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 11/02/2020 | 4.00  | 12.61 | 50.44       |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 11/03/2020 | 8.00  | 12.61 | 100.88      |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 11/04/2020 | 8.00  | 12.61 | 100.88      |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 11/05/2020 | 10.00 | 12.61 | 126.10      |
| 4100000005   | Sandford, Jay E  | 101-790.000-941.000         |               | 11/06/2020 | 2.00  | 12.61 | 25.22       |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 11/06/2020 | 4.00  | 12.61 | 50.44       |
| 4100000005   | Sandford, Jay E  | 591-536.000-941.000         |               | 11/06/2020 | 2.00  | 12.61 | 25.22       |
| 4100000005   | Sandford, Jay E  | 226-782.000-941.000         |               | 11/09/2020 | 1.00  | 12.61 | 12.61       |
| 4100000005   | Sandford, Jay E  | 226-783.000-941.000         |               | 11/09/2020 | 1.00  | 12.61 | 12.61       |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 11/09/2020 | 1.00  | 12.61 | 12.61       |
| 4100000005   | Sandford, Jay E  | 101-794.000-941.000         |               | 11/10/2020 | 6.00  | 12.61 | 75.66       |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 11/10/2020 | 2.00  | 12.61 | 25.22       |
| 4100000005   | Sandford, Jay E  | 101-794.000-941.000         |               | 11/11/2020 | 8.00  | 12.61 | 100.88      |
| 4100000005   | Sandford, Jay E  | 101-794.000-941.000         |               | 11/12/2020 | 8.00  | 12.61 | 100.88      |
| 4100000005   | Sandford, Jay E  | 101-345.000-941.000         |               | 11/13/2020 | 1.00  | 12.61 | 12.61       |
| 4100000005   | Sandford, Jay E  | 101-790.000-941.000         |               | 11/13/2020 | 2.00  | 12.61 | 25.22       |
| 4100000005   | Sandford, Jay E  | 101-794.000-941.000         |               | 11/13/2020 | 5.00  | 12.61 | 63.05       |
| 4100000005   | Sandford, Jay E  | 101-794.000-941.000         |               | 11/16/2020 | 4.00  | 12.61 | 50.44       |
| 4100000005   | Sandford, Jay E  | 590-540.000-941.000         |               | 11/16/2020 | 4.00  | 12.61 | 50.44       |
| 4100000005   | Sandford, Jay E  | 101-794.000-941.000         |               | 11/19/2020 | 8.00  | 12.61 | 100.88      |
| 4100000005   | Sandford, Jay E  | 101-781.000-941.000         |               | 11/20/2020 | 2.00  | 12.61 | 25.22       |
| 4100000005   | Sandford, Jay E  | 591-536.000-941.000         |               | 11/20/2020 | 2.00  | 12.61 | 25.22       |
| 4400000009   | Bosas, Rebecca M | 101-345.000-941.000         |               | 10/23/2020 | 1.00  | 12.61 | 12.61       |
| 4400000009   | Bosas, Rebecca M | 101-782.000-941.000         |               | 10/23/2020 | 1.00  | 12.61 | 12.61       |
| 4400000009   | Bosas, Rebecca M | 101-783.000-941.000         |               | 10/23/2020 | 1.00  | 12.61 | 12.61       |
| 4400000009   | Bosas, Rebecca M | 101-790.000-941.000         |               | 10/23/2020 | 1.50  | 12.61 | 18.92       |

| Equipment ID     | Description      | GL Number           | Activity Code | Date       | Hours  | Rate  | Approx Cost |
|------------------|------------------|---------------------|---------------|------------|--------|-------|-------------|
| Employee ID      | Name             |                     |               |            |        |       |             |
| 440000009        | Bosas, Rebecca M | 101-793.000-941.000 |               | 10/23/2020 | 1.00   | 12.61 | 12.61       |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 10/25/2020 | 8.00   | 12.61 | 100.88      |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 10/26/2020 | 3.00   | 12.61 | 37.83       |
| 440000009        | Bosas, Rebecca M | 590-542.000-941.000 |               | 10/26/2020 | 4.50   | 12.61 | 56.75       |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 10/27/2020 | 8.00   | 12.61 | 100.88      |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 10/28/2020 | 8.00   | 12.61 | 100.88      |
| 440000009        | Bosas, Rebecca M | 590-542.000-941.000 |               | 11/02/2020 | 1.00   | 12.61 | 12.61       |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 11/03/2020 | 8.00   | 12.61 | 100.88      |
| 440000009        | Bosas, Rebecca M | 101-796.000-941.000 |               | 11/04/2020 | 0.50   | 12.61 | 6.31        |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 11/04/2020 | 7.50   | 12.61 | 94.58       |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 11/05/2020 | 8.00   | 12.61 | 100.88      |
| 440000009        | Bosas, Rebecca M | 101-793.000-941.000 |               | 11/09/2020 | 0.50   | 12.61 | 6.31        |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 11/09/2020 | 1.00   | 12.61 | 12.61       |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 11/10/2020 | 2.00   | 12.61 | 25.22       |
| 440000009        | Bosas, Rebecca M | 101-794.000-941.000 |               | 11/11/2020 | 5.00   | 12.61 | 63.05       |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 11/11/2020 | 1.00   | 12.61 | 12.61       |
| 440000009        | Bosas, Rebecca M | 101-794.000-941.000 |               | 11/12/2020 | 6.00   | 12.61 | 75.66       |
| 440000009        | Bosas, Rebecca M | 590-542.000-941.000 |               | 11/12/2020 | 1.00   | 12.61 | 12.61       |
| 440000009        | Bosas, Rebecca M | 101-793.000-941.000 |               | 11/13/2020 | 2.00   | 12.61 | 25.22       |
| 440000009        | Bosas, Rebecca M | 101-794.000-941.000 |               | 11/13/2020 | 5.00   | 12.61 | 63.05       |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 11/13/2020 | 0.50   | 12.61 | 6.31        |
| 440000009        | Bosas, Rebecca M | 590-542.000-941.000 |               | 11/13/2020 | 1.00   | 12.61 | 12.61       |
| 440000009        | Bosas, Rebecca M | 101-794.000-941.000 |               | 11/16/2020 | 3.50   | 12.61 | 44.14       |
| 440000009        | Bosas, Rebecca M | 226-782.000-941.000 |               | 11/16/2020 | 0.50   | 12.61 | 6.31        |
| 440000009        | Bosas, Rebecca M | 590-540.000-941.000 |               | 11/16/2020 | 4.50   | 12.61 | 56.75       |
| 440000009        | Bosas, Rebecca M | 101-794.000-941.000 |               | 11/17/2020 | 8.00   | 12.61 | 100.88      |
| 440000009        | Bosas, Rebecca M | 101-794.000-941.000 |               | 11/18/2020 | 7.50   | 12.61 | 94.58       |
| 440000009        | Bosas, Rebecca M | 202-474.000-941.000 |               | 11/18/2020 | 0.50   | 12.61 | 6.31        |
| 440000009        | Bosas, Rebecca M | 101-794.000-941.000 |               | 11/19/2020 | 6.00   | 12.61 | 75.66       |
| 440000009        | Bosas, Rebecca M | 101-781.000-941.000 |               | 11/20/2020 | 2.00   | 12.61 | 25.22       |
| 440000009        | Bosas, Rebecca M | 101-794.000-941.000 |               | 11/20/2020 | 1.00   | 12.61 | 12.61       |
| 440000009        | Bosas, Rebecca M | 226-530.000-941.000 |               | 11/20/2020 | 4.00   | 12.61 | 50.44       |
| 440000009        | Bosas, Rebecca M | 591-536.000-941.000 |               | 11/20/2020 | 1.00   | 12.61 | 12.61       |
| 4400000012       | Golden, Craig A  | 202-463.000-941.000 |               | 10/29/2020 | 7.00   | 12.61 | 88.27       |
| 4400000012       | Golden, Craig A  | 203-463.000-941.000 |               | 10/29/2020 | 1.00   | 12.61 | 12.61       |
| 4400000012       | Golden, Craig A  | 101-345.000-941.000 |               | 11/10/2020 | 0.50   | 12.61 | 6.31        |
| 4400000012       | Golden, Craig A  | 101-783.000-941.000 |               | 11/10/2020 | 1.00   | 12.61 | 12.61       |
| 4400000012       | Golden, Craig A  | 101-790.000-941.000 |               | 11/10/2020 | 0.50   | 12.61 | 6.31        |
| 4400000012       | Golden, Craig A  | 101-793.000-941.000 |               | 11/10/2020 | 2.00   | 12.61 | 25.22       |
| 4400000012       | Golden, Craig A  | 202-463.000-941.000 |               | 11/10/2020 | 2.00   | 12.61 | 25.22       |
| 4400000012       | Golden, Craig A  | 203-463.000-941.000 |               | 11/10/2020 | 2.00   | 12.61 | 25.22       |
| Equipment Totals |                  |                     |               |            | 397.00 |       | 5,006.24    |

Front Blade Front Blade/Plow - used on

| Equipment ID<br>Employee ID | Description<br>Name | GL Number                   | Activity Code | Date       | Hours | Rate  | Approx<br>Cost |
|-----------------------------|---------------------|-----------------------------|---------------|------------|-------|-------|----------------|
| Pickup 2WD                  | 6-16 2WD            |                             |               |            |       |       |                |
| 4400000012                  | Golden, Craig A     | 101-345.000-941.000         |               | 10/27/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 101-790.000-941.000         |               | 10/27/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 101-793.000-941.000         |               | 10/27/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 101-794.000-941.000         |               | 10/27/2020 | 4.00  | 9.39  | 37.56          |
| 4400000012                  | Golden, Craig A     | 202-441.000-941.000-441.000 |               | 10/27/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 202-463.000-941.000         |               | 10/27/2020 | 1.00  | 9.39  | 9.39           |
| 4400000012                  | Golden, Craig A     | 226-782.000-941.000         |               | 10/27/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 226-783.000-941.000         |               | 10/27/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 101-345.000-941.000         |               | 10/30/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 101-790.000-941.000         |               | 10/30/2020 | 1.00  | 9.39  | 9.39           |
| 4400000012                  | Golden, Craig A     | 202-441.000-941.000-441.000 |               | 10/30/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 226-782.000-941.000         |               | 10/30/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 226-783.000-941.000         |               | 10/30/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 101-345.000-941.000         |               | 11/03/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 101-790.000-941.000         |               | 11/03/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 101-794.000-941.000         |               | 11/03/2020 | 1.50  | 9.39  | 14.09          |
| 4400000012                  | Golden, Craig A     | 226-782.000-941.000         |               | 11/03/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 226-783.000-941.000         |               | 11/03/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 590-540.000-941.000         |               | 11/03/2020 | 1.00  | 9.39  | 9.39           |
| 4400000012                  | Golden, Craig A     | 101-793.000-941.000         |               | 11/05/2020 | 1.00  | 9.39  | 9.39           |
| 4400000012                  | Golden, Craig A     | 203-463.000-941.000         |               | 11/05/2020 | 6.00  | 9.39  | 56.34          |
| 4400000012                  | Golden, Craig A     | 226-782.000-941.000         |               | 11/05/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 226-783.000-941.000         |               | 11/05/2020 | 0.50  | 9.39  | 4.70           |
| 4400000012                  | Golden, Craig A     | 101-782.000-941.000         |               | 11/12/2020 | 2.00  | 9.39  | 18.78          |
| 4400000012                  | Golden, Craig A     | 101-783.000-941.000         |               | 11/12/2020 | 3.00  | 9.39  | 28.17          |
| 4400000012                  | Golden, Craig A     | 226-782.000-941.000         |               | 11/12/2020 | 1.00  | 9.39  | 9.39           |
| 4400000012                  | Golden, Craig A     | 226-783.000-941.000         |               | 11/12/2020 | 1.00  | 9.39  | 9.39           |
| Equipment Totals            |                     |                             |               |            | 30.50 |       | 286.48         |
| Backhoe                     | Backhoe             |                             |               |            |       |       |                |
| 4100000004                  | Wright, David L     | 203-463.000-941.000         |               | 10/26/2020 | 1.00  | 59.46 | 59.46          |
| 4100000004                  | Wright, David L     | 590-540.000-941.000         |               | 10/27/2020 | 2.00  | 59.46 | 118.92         |
| 4100000004                  | Wright, David L     | 226-528.000-941.000         |               | 11/05/2020 | 1.00  | 59.46 | 59.46          |
| 4100000004                  | Wright, David L     | 590-540.000-941.000         |               | 11/09/2020 | 2.00  | 59.46 | 118.92         |
| 4100000004                  | Wright, David L     | 226-528.000-941.000         |               | 11/10/2020 | 2.00  | 59.46 | 118.92         |
| 4100000004                  | Wright, David L     | 226-528.000-941.000         |               | 11/13/2020 | 1.00  | 59.46 | 59.46          |
| 4100000004                  | Wright, David L     | 101-794.000-941.000         |               | 11/17/2020 | 5.00  | 59.46 | 297.30         |
| 4100000004                  | Wright, David L     | 101-794.000-941.000         |               | 11/18/2020 | 8.00  | 59.46 | 475.68         |
| 4100000004                  | Wright, David L     | 101-794.000-941.000         |               | 11/19/2020 | 4.00  | 59.46 | 237.84         |
| 4100000004                  | Wright, David L     | 101-781.000-941.000         |               | 11/20/2020 | 2.00  | 59.46 | 118.92         |
| Equipment Totals            |                     |                             |               |            | 28.00 |       | 1,664.88       |

| Equipment ID<br>Employee ID | Description<br>Name         | GL Number           | Activity Code | Date       | Hours | Rate  | Approx<br>Cost |
|-----------------------------|-----------------------------|---------------------|---------------|------------|-------|-------|----------------|
| 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 |               | 10/23/2020 | 2.00  | 45.11 | 90.22          |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 10/28/2020 | 6.00  | 45.11 | 270.66         |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 11/02/2020 | 6.00  | 45.11 | 270.66         |
| 4100000004                  | Wright, David L             | 101-796.000-941.000 |               | 11/06/2020 | 1.00  | 45.11 | 45.11          |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 11/09/2020 | 2.00  | 45.11 | 90.22          |
| 4100000004                  | Wright, David L             | 202-463.000-941.000 |               | 11/10/2020 | 1.00  | 45.11 | 45.11          |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 11/11/2020 | 2.00  | 45.11 | 90.22          |
| 4100000004                  | Wright, David L             | 226-530.000-941.000 |               | 11/20/2020 | 4.00  | 45.11 | 180.44         |
| Equipment Totals            |                             |                     |               |            | 24.00 |       | 1,082.64       |
| UnderbodyScrapr             | Underbody Scraper used w/ d |                     |               |            |       |       |                |
| 4100000004                  | Wright, David L             | 101-783.000-941.000 |               | 11/10/2020 | 2.00  | 9.53  | 19.06          |
| 4100000004                  | Wright, David L             | 203-463.000-941.000 |               | 11/11/2020 | 2.00  | 9.53  | 19.06          |
| Equipment Totals            |                             |                     |               |            | 4.00  |       | 38.12          |
| Hopper/Salt Box             | Hopper/Salt Box use w/ dump |                     |               |            |       |       |                |
| Sweeper                     | Sweeper                     |                     |               |            |       |       |                |
| 4100000001                  | Gardner, Rodney E           | 203-463.000-941.000 |               | 10/23/2020 | 8.00  | 98.94 | 791.52         |
| 4100000001                  | Gardner, Rodney E           | 203-463.000-941.000 |               | 10/27/2020 | 4.00  | 98.94 | 395.76         |
| 4100000001                  | Gardner, Rodney E           | 203-463.000-941.000 |               | 10/28/2020 | 6.00  | 98.94 | 593.64         |
| 4100000001                  | Gardner, Rodney E           | 203-463.000-941.000 |               | 10/30/2020 | 4.00  | 98.94 | 395.76         |
| 4100000001                  | Gardner, Rodney E           | 203-463.000-941.000 |               | 11/03/2020 | 7.00  | 98.94 | 692.58         |
| 4100000001                  | Gardner, Rodney E           | 203-463.000-941.000 |               | 11/04/2020 | 6.00  | 98.94 | 593.64         |
| 4100000001                  | Gardner, Rodney E           | 203-463.000-941.000 |               | 11/05/2020 | 8.00  | 98.94 | 791.52         |
| 4100000001                  | Gardner, Rodney E           | 203-463.000-941.000 |               | 11/09/2020 | 5.00  | 98.94 | 494.70         |
| 4100000001                  | Gardner, Rodney E           | 203-463.000-941.000 |               | 11/10/2020 | 8.00  | 98.94 | 791.52         |
| 4100000001                  | Gardner, Rodney E           | 203-463.000-941.000 |               | 11/11/2020 | 8.00  | 98.94 | 791.52         |
| 4100000001                  | Gardner, Rodney E           | 202-463.000-941.000 |               | 11/13/2020 | 8.00  | 98.94 | 791.52         |
| 4400000009                  | Bosas, Rebecca M            | 203-463.000-941.000 |               | 11/02/2020 | 7.00  | 98.94 | 692.58         |
| Equipment Totals            |                             |                     |               |            | 79.00 |       | 7,816.26       |
| Vacuum Cleaner              | Sweeper - used with Street  |                     |               |            |       |       |                |
| Tractor                     | Tractor                     |                     |               |            |       |       |                |
| 4100000004                  | Wright, David L             | 101-781.000-941.000 |               | 11/09/2020 | 2.00  | 39.14 | 78.28          |

| Equipment ID<br>Employee ID | Description<br>Name | GL Number           | Activity Code | Date       | Hours | Rate   | Approx<br>Cost |
|-----------------------------|---------------------|---------------------|---------------|------------|-------|--------|----------------|
| 410000004                   | Wright, David L     | 101-784.000-941.000 |               | 11/09/2020 | 2.00  | 39.14  | 78.28          |
| Equipment Totals            |                     |                     |               |            | 4.00  |        | 156.56         |
| Woodchipper                 | Woodchipper         |                     |               |            |       |        |                |
| Material Heater             | Material Heater     |                     |               |            |       |        |                |
| Kubota                      | Kubota #5-18        |                     |               |            |       |        |                |
| Arrow                       | Arrow               |                     |               |            |       |        |                |
| Trailer                     | Trailer             |                     |               |            |       |        |                |
| -----                       |                     |                     |               |            |       |        |                |
| Grand Totals                |                     |                     |               |            |       |        |                |
| Equipment:                  |                     |                     |               |            | 19    | 566.50 | 16,051.18      |
| Materials:                  |                     |                     |               |            | 0     | 0.00   | 0.00           |
| Totals:                     |                     |                     |               |            | 19    |        | 16,051.18      |

From: 10/24/2020 To: 11/20/2020

Grouped By: Employee ID

| Date                                 | Employee ID | Employee Name  | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-------------|--|-------------|------------|-----------|----------|
| Hours for Week Beginning: 10/18/2020 |             |  |             |            |           |          |
| 10/24/2020                           | 4100000004  | Wright, David L                                      | 15X         | 401        | 0.00      | 1.00     |
|                                      |             | - dumped trash and opened bathrooms                  |             |            |           |          |
| 10/24/2020                           | 4100000004  | Wright, David L                                      | 15X         | 401        | 0.00      | 1.00     |
|                                      |             | - dumped trash and opened bathrooms                  |             |            |           |          |
| 10/24/2020                           | 4100000004  | Wright, David L                                      | 15X         | 401        | 0.00      | 2.00     |
|                                      |             | - checked out water leak at 5374 durwood drive       |             |            |           |          |
| Total For Employee: 4100000004       |             |  |             |            | 0.00      | 4.00     |
| Hours for Week Beginning: 10/25/2020 |             |  |             |            |           |          |
| 10/26/2020                           | 4100000001  | Gardner, Rodney E                                    | VAC         | 401        | 8.00      | 0.00     |
| 10/27/2020                           | 4100000001  | Gardner, Rodney E                                    | REG         | 401        | 4.00      | 0.00     |
| 10/27/2020                           | 4100000001  | Gardner, Rodney E                                    | REG         | 401        | 4.00      | 0.00     |
| 10/28/2020                           | 4100000001  | Gardner, Rodney E                                    | REG         | 401        | 6.00      | 0.00     |
| 10/28/2020                           | 4100000001  | Gardner, Rodney E                                    | REG         | 401        | 2.00      | 0.00     |
| 10/29/2020                           | 4100000001  | Gardner, Rodney E                                    | REG         | 401        | 8.00      | 0.00     |
| 10/29/2020                           | 4100000001  | Gardner, Rodney E                                    | 15X         | 401        | 0.00      | 3.00     |
|                                      |             | - water breaks                                       |             |            |           |          |
| 10/30/2020                           | 4100000001  | Gardner, Rodney E                                    | REG         | 401        | 4.00      | 0.00     |
| 10/30/2020                           | 4100000001  | Gardner, Rodney E                                    | REG         | 401        | 4.00      | 0.00     |
| Total For Employee: 4100000001       |             |  |             |            | 40.00     | 3.00     |
| 10/25/2020                           | 4100000004  | Wright, David L                                      | 2X          | 401        | 0.00      | 0.50     |
|                                      |             | - dumped trash and opened bathrooms                  |             |            |           |          |
| 10/25/2020                           | 4100000004  | Wright, David L                                      | 2X          | 401        | 0.00      | 1.00     |
|                                      |             | - dumped trash and opened bathrooms                  |             |            |           |          |
| 10/25/2020                           | 4100000004  | Wright, David L                                      | 2X          | 401        | 0.00      | 7.00     |
|                                      |             | - repairing water main at 7197 miller road           |             |            |           |          |
| 10/26/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 3.00      | 0.00     |
|                                      |             | - shut off water and winterized bathrooms            |             |            |           |          |
| 10/26/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 2.00      | 0.00     |
|                                      |             | - shut off water and winterized bathrooms            |             |            |           |          |
| 10/26/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 1.00      | 0.00     |
|                                      |             | - cold patched large hole on school street           |             |            |           |          |
| 10/26/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 1.00      | 0.00     |
|                                      |             | - dumped trash                                       |             |            |           |          |
| 10/26/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 1.00      | 0.00     |
|                                      |             | - dumped trash                                       |             |            |           |          |
| 10/27/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 5.00      | 0.00     |
|                                      |             | - repairing flower boxes                             |             |            |           |          |
| 10/27/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 1.00      | 0.00     |
|                                      |             | - cut up limb that fell on miller road               |             |            |           |          |
| 10/27/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 2.00      | 0.00     |
|                                      |             | - repaired yard on winshall from water line repair   |             |            |           |          |
| 10/28/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 1.00      | 0.00     |
|                                      |             | - took down fountain and put away benches at library |             |            |           |          |
| 10/28/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 6.00      | 0.00     |
|                                      |             | - chipped brush                                      |             |            |           |          |
| 10/28/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 1.00      | 0.00     |
|                                      |             | - final read   |             |            |           |          |
| 10/29/2020                           | 4100000004  | Wright, David L                                      | VAC         | 401        | 8.00      | 0.00     |
|                                      |             | - vacation day                                       |             |            |           |          |
| 10/30/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 2.00      | 0.00     |
|                                      |             | - dump[ed trash and vacuumed carpeting               |             |            |           |          |
| 10/30/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 2.00      | 0.00     |
|                                      |             | - hauled election material to the church             |             |            |           |          |
| 10/30/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 1.00      | 0.00     |
|                                      |             | - picked up cones and arrow board on elms road       |             |            |           |          |
| 10/30/2020                           | 4100000004  | Wright, David L                                      | REG         | 401        | 1.00      | 0.00     |

From: 10/24/2020 To: 11/20/2020

Grouped By: Employee ID

| Date                                 | Employee ID      | Employee Name  | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|------------------|--|-------------|------------|-----------|----------|
|                                      |                  | - dumped trash at abrams park  |             |            |           |          |
| 10/30/2020                           | 4100000004       | Wright, David L  | REG         | 401        | 2.00      | 0.00     |
|                                      |                  | - checked sewer manholes   |             |            |           |          |
| -----                                |                  |  |             |            | -----     | -----    |
| Total For Employee: 4100000004       |                  |  |             |            | 40.00     | 8.50     |
| 10/26/2020                           | 4100000005       | Sandford, Jay E  | REG         | 401        | 8.00      | 0.00     |
|                                      |                  | - pump and flush fire hydrants   |             |            |           |          |
| 10/27/2020                           | 4100000005       | Sandford, Jay E  | REG         | 401        | 8.00      | 0.00     |
|                                      |                  | - flush and pump fire hydrants   |             |            |           |          |
| 10/28/2020                           | 4100000005       | Sandford, Jay E  | REG         | 401        | 8.00      | 0.00     |
|                                      |                  | - flush and pump fire hydrants. work on water service repair on miller rd. |             |            |           |          |
| 10/29/2020                           | 4100000005       | Sandford, Jay E  | REG         | 401        | 8.00      | 0.00     |
|                                      |                  | - pump fire hydrants. work on water main break on chesterfield             |             |            |           |          |
| 10/30/2020                           | 4100000005       | Sandford, Jay E  | REG         | 401        | 8.00      | 0.00     |
|                                      |                  | - flush and pump fire hydrants   |             |            |           |          |
| -----                                |                  |  |             |            | -----     | -----    |
| Total For Employee: 4100000005       |                  |  |             |            | 40.00     | 0.00     |
| 10/26/2020                           | 4400000000000012 | Harris, Andrew J   | REG         | 202        | 8.50      | 0.00     |
| 10/27/2020                           | 4400000000000012 | Harris, Andrew J   | REG         | 202        | 9.50      | 0.00     |
| 10/28/2020                           | 4400000000000012 | Harris, Andrew J   | REG         | 202        | 7.50      | 0.00     |
| 10/29/2020                           | 4400000000000012 | Harris, Andrew J   | REG         | 202        | 8.00      | 0.00     |
|                                      |                  | - 2.5 mundy  |             |            |           |          |
| 10/30/2020                           | 4400000000000012 | Harris, Andrew J   | REG         | 202        | 8.00      | 0.00     |
| -----                                |                  |  |             |            | -----     | -----    |
| Total For Employee: 4400000000000012 |                  |  |             |            | 41.50     | 0.00     |
| 10/26/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 3.00      | 0.00     |
|                                      |                  | - winterize bathrooms  |             |            |           |          |
| 10/26/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 1.00      | 0.00     |
|                                      |                  | - coldpatcheschool st  |             |            |           |          |
| 10/26/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 1.00      | 0.00     |
|                                      |                  | - garbage  |             |            |           |          |
| 10/26/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 1.00      | 0.00     |
|                                      |                  | - garbage  |             |            |           |          |
| 10/26/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 2.00      | 0.00     |
|                                      |                  | - winterize bathrooms  |             |            |           |          |
| 10/27/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 1.00      | 0.00     |
|                                      |                  | - clean up down tree in road way   |             |            |           |          |
| 10/27/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 2.00      | 0.00     |
|                                      |                  | - yard repair  |             |            |           |          |
| 10/27/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 5.00      | 0.00     |
|                                      |                  | - repair planter boxes   |             |            |           |          |
| 10/28/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 0.50      | 0.00     |
|                                      |                  | - garbage  |             |            |           |          |
| 10/28/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 0.50      | 0.00     |
|                                      |                  | - garbage  |             |            |           |          |
| 10/28/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 6.00      | 0.00     |
|                                      |                  | - wood chip  |             |            |           |          |
| 10/28/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 1.00      | 0.00     |
|                                      |                  | - winterize out side   |             |            |           |          |
| 10/29/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 6.50      | 0.00     |
|                                      |                  | - repair elms road at .water main break.....                               |             |            |           |          |
| 10/30/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 0.50      | 0.00     |
|                                      |                  | - take down arrow board  |             |            |           |          |
| 10/30/2020                           | 44000000008      | May, Curtis R  | REG         | 404        | 1.00      | 0.00     |
|                                      |                  | - set up for election  |             |            |           |          |
| -----                                |                  |  |             |            | -----     | -----    |
| Total For Employee: 44000000008      |                  |  |             |            | 32.00     | 0.00     |
| 10/25/2020                           | 44000000009      | Bosas, Rebecca M   | REG         | 401        | 8.00      | 0.00     |
|                                      |                  | - Assist Dawes on water main break w/Dave - Miller Rd                      |             |            |           |          |
| 10/26/2020                           | 44000000009      | Bosas, Rebecca M   | REG         | 401        | 4.50      | 0.00     |

From: 10/24/2020 To: 11/20/2020

Grouped By: Employee ID

| Date                                 | Employee ID | Employee Name   | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-------------|---|-------------|------------|-----------|----------|
|                                      |             | - Final Reads, High Reads, work orders  |             |            |           |          |
| 10/26/2020                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 3.00      | 0.00     |
|                                      |             | - EGLE water samples. Water turn on/off. Raise curb box on Miller                                       |             |            |           |          |
| 10/26/2020                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
|                                      |             | - Coldpatch in hole/along curb on School Street w/ Curt and Dave  |             |            |           |          |
| 10/27/2020                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 8.00      | 0.00     |
|                                      |             | - Flush fire hydrants Work on pumps   |             |            |           |          |
| 10/28/2020                           | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 8.00      | 0.00     |
|                                      |             | - Flush/pump hydrants Assist Dawes with service line that was pulled out in Miller Rd construction area |             |            |           |          |
| 10/30/2020                           | 4400000009  | Bosas, Rebecca M  | VAC         | 401        | 8.00      | 0.00     |
|                                      |             | - Leave form  |             |            |           |          |
| -----                                |             |   |             |            |           |          |
| Total For Employee: 4400000009       |             |   |             |            | 40.00     | 0.00     |
| 10/27/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|                                      |             | - Garbage   |             |            |           |          |
| 10/27/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|                                      |             | - Garbage, clean lobby, stock   |             |            |           |          |
| 10/27/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|                                      |             | - Garbage   |             |            |           |          |
| 10/27/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 4.00      | 0.00     |
|                                      |             | - Repair flower boxes hung along Miller rd at Holland rd  |             |            |           |          |
| 10/27/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|                                      |             | - Garbage   |             |            |           |          |
| 10/27/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 1.00      | 0.00     |
|                                      |             | - Cut fallen tree on Miller rd.   |             |            |           |          |
| 10/27/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|                                      |             | - Garbage   |             |            |           |          |
| 10/27/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|                                      |             | - Garbage   |             |            |           |          |
| 10/29/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 7.00      | 0.00     |
|                                      |             | - worked on resurfacing project on Elms rd at water main break site                                     |             |            |           |          |
| 10/29/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 1.00      | 0.00     |
|                                      |             | - assisted on water main break, added barricades --9191 chesterfield                                    |             |            |           |          |
| 10/30/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|                                      |             | - Clean and stock   |             |            |           |          |
| 10/30/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 1.00      | 0.00     |
|                                      |             | - Clean, stock, vacuum  |             |            |           |          |
| 10/30/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|                                      |             | - Pu garbage  |             |            |           |          |
| 10/30/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|                                      |             | - Pu garbage  |             |            |           |          |
| 10/30/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|                                      |             | - Pu garbage  |             |            |           |          |
| 10/30/2020                           | 4400000012  | Golden, Craig A   | REG         | 404        | 1.00      | 0.00     |
|                                      |             | - Staff meeting regarding Mundy Twp new work, Covid protocol  |             |            |           |          |
| -----                                |             |   |             |            |           |          |
| Total For Employee: 4400000012       |             |   |             |            | 20.00     | 0.00     |
| Hours for Week Beginning: 11/01/2020 |             |   |             |            |           |          |
| -----                                |             |   |             |            |           |          |
| 11/02/2020                           | 4100000001  | Gardner, Rodney E   | VAC         | 401        | 8.00      | 0.00     |
| 11/03/2020                           | 4100000001  | Gardner, Rodney E   | REG         | 401        | 1.00      | 0.00     |
| 11/03/2020                           | 4100000001  | Gardner, Rodney E   | REG         | 401        | 7.00      | 0.00     |
| 11/04/2020                           | 4100000001  | Gardner, Rodney E   | REG         | 401        | 2.00      | 0.00     |
|                                      |             | - take down   |             |            |           |          |
| 11/04/2020                           | 4100000001  | Gardner, Rodney E   | REG         | 401        | 6.00      | 0.00     |
| 11/05/2020                           | 4100000001  | Gardner, Rodney E   | REG         | 401        | 8.00      | 0.00     |
|                                      |             | - sweep   |             |            |           |          |
| 11/06/2020                           | 4100000001  | Gardner, Rodney E   | PERS        | 401        | 8.00      | 0.00     |
| -----                                |             |   |             |            |           |          |
| Total For Employee: 4100000001       |             |   |             |            | 40.00     | 0.00     |
| 11/02/2020                           | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |

From: 10/24/2020 To: 11/20/2020

Grouped By: Employee ID

| Date                           | Employee ID      | Employee Name   | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------|------------------|---|-------------|------------|-----------|----------|
|                                |                  | - sanitized council chambers and dumped trash                                     |             |            |           |          |
| 11/02/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
|                                |                  | - election setup  |             |            |           |          |
| 11/02/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 6.00      | 0.00     |
|                                |                  | - chipped brush   |             |            |           |          |
| 11/03/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 6.00      | 0.00     |
|                                |                  | - cold patched  |             |            |           |          |
| 11/03/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
|                                |                  | - final reads and stakings  |             |            |           |          |
| 11/04/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 4.00      | 0.00     |
|                                |                  | - repairing water main on Morrish road  |             |            |           |          |
| 11/04/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
|                                |                  | - picked up tables and sanitized city hall  |             |            |           |          |
| 11/04/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 3.00      | 0.00     |
|                                |                  | - raked and mulched leaves in the cemetery  |             |            |           |          |
| 11/05/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
|                                |                  | - raised flags and checked banners  |             |            |           |          |
| 11/05/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 5.00      | 0.00     |
|                                |                  | - water staking helping with water tap at lyndsey drive                           |             |            |           |          |
| 11/05/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
|                                |                  | - loaded dumpsters with leaves  |             |            |           |          |
| 11/06/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
|                                |                  | - water stakings  |             |            |           |          |
| 11/06/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
|                                |                  | - checked sewer manholes  |             |            |           |          |
| 11/06/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
|                                |                  | - chipped brush at cemetery   |             |            |           |          |
| 11/06/2020                     | 4100000004       | Wright, David L   | REG         | 401        | 3.00      | 0.00     |
|                                |                  | - hauled dirt from dps yard repaired tailgate on small trailer and stacked leaves |             |            |           |          |
| -----                          |                  |   |             |            |           |          |
| Total For Employee: 4100000004 |                  |   |             |            | 40.00     | 0.00     |
| 11/02/2020                     | 4100000005       | Sandford, Jay E   | REG         | 401        | 1.00      | 0.00     |
|                                |                  | - set up election   |             |            |           |          |
| 11/02/2020                     | 4100000005       | Sandford, Jay E   | REG         | 401        | 3.00      | 0.00     |
|                                |                  | - woodchipping  |             |            |           |          |
| 11/02/2020                     | 4100000005       | Sandford, Jay E   | REG         | 401        | 4.00      | 0.00     |
|                                |                  | - pump fire hydrants  |             |            |           |          |
| 11/03/2020                     | 4100000005       | Sandford, Jay E   | REG         | 401        | 8.00      | 0.00     |
|                                |                  | - pump fire hydrants  |             |            |           |          |
| 11/04/2020                     | 4100000005       | Sandford, Jay E   | REG         | 401        | 8.00      | 0.00     |
|                                |                  | - work on watermain break on morrish rd. pump fire hydrants                       |             |            |           |          |
| 11/05/2020                     | 4100000005       | Sandford, Jay E   | REG         | 401        | 8.00      | 0.00     |
|                                |                  | - stakings. water samples. pump fire hydrants                                     |             |            |           |          |
| 11/05/2020                     | 4100000005       | Sandford, Jay E   | 15X         | 401        | 0.00      | 2.00     |
|                                |                  | - emergency staking   |             |            |           |          |
| 11/06/2020                     | 4100000005       | Sandford, Jay E   | REG         | 401        | 2.00      | 0.00     |
|                                |                  | - check manholes  |             |            |           |          |
| 11/06/2020                     | 4100000005       | Sandford, Jay E   | REG         | 401        | 2.00      | 0.00     |
|                                |                  | - clean library   |             |            |           |          |
| 11/06/2020                     | 4100000005       | Sandford, Jay E   | REG         | 401        | 4.00      | 0.00     |
|                                |                  | - pump fire hydrants. update hydrants on gis                                      |             |            |           |          |
| -----                          |                  |   |             |            |           |          |
| Total For Employee: 4100000005 |                  |   |             |            | 40.00     | 2.00     |
| 11/02/2020                     | 4400000000000012 | Harris, Andrew J  | VAC_SUPV    | 202        | 8.00      | 0.00     |
| 11/03/2020                     | 4400000000000012 | Harris, Andrew J  | VAC_SUPV    | 202        | 8.00      | 0.00     |
| 11/04/2020                     | 4400000000000012 | Harris, Andrew J  | REG         | 202        | 9.50      | 0.00     |
|                                |                  | - 1.5 mundy   |             |            |           |          |
| 11/05/2020                     | 4400000000000012 | Harris, Andrew J  | REG         | 202        | 8.00      | 0.00     |
|                                |                  | - 1.5 - mundy   |             |            |           |          |
| 11/06/2020                     | 4400000000000012 | Harris, Andrew J  | REG         | 202        | 5.00      | 0.00     |

From: 10/24/2020 To: 11/20/2020

Grouped By: Employee ID

| Date   | Employee ID | Employee Name    | Pay Code ID | Department | Reg Hours | OT Hours |
|--|-------------|------------------|-------------|------------|-----------|----------|
| -----  |             |                  |             |            |           |          |
| - 1 mundy  |             |                  |             |            |           |          |
| Total For Employee: 440000000000012  |             |                  |             |            | 38.50     | 0.00     |
| 11/02/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 1.00      | 0.00     |
| - garbage  |             |                  |             |            |           |          |
| 11/02/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 0.50      | 0.00     |
| - garbage  |             |                  |             |            |           |          |
| 11/02/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 0.50      | 0.00     |
| - clean  |             |                  |             |            |           |          |
| 11/02/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 0.50      | 0.00     |
| - clean  |             |                  |             |            |           |          |
| 11/02/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 5.50      | 0.00     |
| - woodchip   |             |                  |             |            |           |          |
| 11/04/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 3.00      | 0.00     |
| - leaf clean up  |             |                  |             |            |           |          |
| 11/04/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 2.00      | 0.00     |
| - election clean up  |             |                  |             |            |           |          |
| 11/04/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 1.00      | 0.00     |
| - garbage  |             |                  |             |            |           |          |
| 11/04/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 1.00      | 0.00     |
| - garbage  |             |                  |             |            |           |          |
| 11/04/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 1.00      | 0.00     |
| - clean chamber room city hall after election  |             |                  |             |            |           |          |
| 11/05/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 8.00      | 0.00     |
| - leaf pick up   |             |                  |             |            |           |          |
| 11/06/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 1.00      | 0.00     |
| - woodchip   |             |                  |             |            |           |          |
| 11/06/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 0.50      | 0.00     |
| - garbage  |             |                  |             |            |           |          |
| 11/06/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 1.00      | 0.00     |
| - garbage  |             |                  |             |            |           |          |
| 11/06/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 1.00      | 0.00     |
| - garbage  |             |                  |             |            |           |          |
| 11/06/2020   | 4400000008  | May, Curtis R    | REG         | 404        | 4.50      | 0.00     |
| - clean  |             |                  |             |            |           |          |
| Total For Employee: 4400000008   |             |                  |             |            | 32.00     | 0.00     |
| -----  |             |                  |             |            |           |          |
| 11/02/2020   | 4400000009  | Bosas, Rebecca M | REG         | 401        | 7.00      | 0.00     |
| - Street sweep - old part of town, Maple/Crapo, etc  |             |                  |             |            |           |          |
| 11/02/2020   | 4400000009  | Bosas, Rebecca M | REG         | 401        | 1.00      | 0.00     |
| - Meter/Reader Repair Appt - Work Order  |             |                  |             |            |           |          |
| 11/03/2020   | 4400000009  | Bosas, Rebecca M | REG         | 401        | 8.00      | 0.00     |
| - Pump Hydrants Trim brush around hydrant on Bristol Repair primer bulb on pump                              |             |                  |             |            |           |          |
| 11/04/2020   | 4400000009  | Bosas, Rebecca M | REG         | 401        | 7.50      | 0.00     |
| - Pump hydrants  |             |                  |             |            |           |          |
| 11/04/2020   | 4400000009  | Bosas, Rebecca M | REG         | 401        | 0.50      | 0.00     |
| - Rake leaves into road for sweeper pick up  |             |                  |             |            |           |          |
| 11/05/2020   | 4400000009  | Bosas, Rebecca M | REG         | 401        | 8.00      | 0.00     |
| - Water samples - monthly and quarterly Finish hydrant winterizing Correct hydrants on GIS map in Springbroo |             |                  |             |            |           |          |
| 11/06/2020   | 4400000009  | Bosas, Rebecca M | VAC         | 401        | 8.00      | 0.00     |
| - Leave Form   |             |                  |             |            |           |          |
| Total For Employee: 4400000009   |             |                  |             |            | 40.00     | 0.00     |
| -----  |             |                  |             |            |           |          |
| 11/03/2020   | 4400000012  | Golden, Craig A  | REG         | 404        | 1.50      | 0.00     |
| - Delivered patrol car seats from SC shed to Metro Police office   |             |                  |             |            |           |          |
| 11/03/2020   | 4400000012  | Golden, Craig A  | REG         | 404        | 0.50      | 0.00     |
| - Pu garbage   |             |                  |             |            |           |          |
| 11/03/2020   | 4400000012  | Golden, Craig A  | REG         | 404        | 0.50      | 0.00     |
| - Pu garbage   |             |                  |             |            |           |          |
| 11/03/2020   | 4400000012  | Golden, Craig A  | REG         | 404        | 3.50      | 0.00     |

From: 10/24/2020 To: 11/20/2020

Grouped By: Employee ID

| Date  | Employee ID | Employee Name     | Pay Code ID | Department | Reg Hours | OT Hours |
|---|-------------|-------------------|-------------|------------|-----------|----------|
| - Cold patch local roads & complaint at 5218 Greenleaf cold patched sidewalk and road           |             |                   |             |            |           |          |
| 11/03/2020  | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
| - Pu garbage  |             |                   |             |            |           |          |
| 11/03/2020  | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
| - Pu garbage  |             |                   |             |            |           |          |
| 11/03/2020  | 4400000012  | Golden, Craig A   | REG         | 404        | 1.00      | 0.00     |
| - Investigate water main break at 4374 Morrish rd and set up barricade                          |             |                   |             |            |           |          |
| 11/05/2020  | 4400000012  | Golden, Craig A   | REG         | 404        | 1.00      | 0.00     |
| - garbage pu, clean and disinfect public bathrooms  |             |                   |             |            |           |          |
| 11/05/2020  | 4400000012  | Golden, Craig A   | REG         | 404        | 6.00      | 0.00     |
| - leave pick up   |             |                   |             |            |           |          |
| 11/05/2020  | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
| - garbage   |             |                   |             |            |           |          |
| 11/05/2020  | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
| - garbage   |             |                   |             |            |           |          |
| -----<br>Total For Employee: 4400000012   |             |                   |             |            | 16.00     | 0.00     |
| Hours for Week Beginning: 11/08/2020  |             |                   |             |            |           |          |
| -----   |             |                   |             |            |           |          |
| 11/09/2020  | 4100000001  | Gardner, Rodney E | REG         | 401        | 5.00      | 0.00     |
| 11/09/2020  | 4100000001  | Gardner, Rodney E | REG         | 401        | 3.00      | 0.00     |
| 11/10/2020  | 4100000001  | Gardner, Rodney E | REG         | 401        | 8.00      | 0.00     |
| 11/11/2020  | 4100000001  | Gardner, Rodney E | REG         | 401        | 8.00      | 0.00     |
| 11/12/2020  | 4100000001  | Gardner, Rodney E | PERS        | 401        | 8.00      | 0.00     |
| - change from vacation to absent per phone Rod  |             |                   |             |            |           |          |
| 11/13/2020  | 4100000001  | Gardner, Rodney E | REG         | 401        | 8.00      | 0.00     |
| -----<br>Total For Employee: 4100000001   |             |                   |             |            | 40.00     | 0.00     |
| 11/09/2020  | 4100000004  | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| - mulched leaves  |             |                   |             |            |           |          |
| 11/09/2020  | 4100000004  | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| - mulched leaves  |             |                   |             |            |           |          |
| 11/09/2020  | 4100000004  | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| - chipped brush   |             |                   |             |            |           |          |
| 11/09/2020  | 4100000004  | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| - repaired yards from water main breaks   |             |                   |             |            |           |          |
| 11/10/2020  | 4100000004  | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| - graded the road in elms park  |             |                   |             |            |           |          |
| 11/10/2020  | 4100000004  | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| - loaded leaves in dumpster   |             |                   |             |            |           |          |
| 11/10/2020  | 4100000004  | Wright, David L   | REG         | 401        | 3.00      | 0.00     |
| - shut off watermain on morrish road and worked with dawes construction locating water services |             |                   |             |            |           |          |
| 11/10/2020  | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| - loaded stump grindings  |             |                   |             |            |           |          |
| 11/11/2020  | 4100000004  | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| - filled hole on birchcrest dr and graded streets in the woods                                  |             |                   |             |            |           |          |
| 11/11/2020  | 4100000004  | Wright, David L   | REG         | 401        | 2.00      | 0.00     |
| - chipped brush   |             |                   |             |            |           |          |
| 11/11/2020  | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| - dumped trash  |             |                   |             |            |           |          |
| 11/11/2020  | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| - dumped trash  |             |                   |             |            |           |          |
| 11/11/2020  | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| - checking on sizes of barbecue burners   |             |                   |             |            |           |          |
| 11/11/2020  | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |
| - water staking for dawes on morrish road   |             |                   |             |            |           |          |
| 11/12/2020  | 4100000004  | Wright, David L   | REG         | 401        | 0.50      | 0.00     |
| - dumped trash  |             |                   |             |            |           |          |
| 11/12/2020  | 4100000004  | Wright, David L   | REG         | 401        | 0.50      | 0.00     |
| - dumped trash  |             |                   |             |            |           |          |
| 11/12/2020  | 4100000004  | Wright, David L   | REG         | 401        | 1.00      | 0.00     |

From: 10/24/2020 To: 11/20/2020

Grouped By: Employee ID

| Date  | Employee ID      | Employee Name   | Pay Code ID    | Department | Reg Hours | OT Hours |
|---|------------------|---|----------------|------------|-----------|----------|
|   |                  | - checking salt shed beam with liberty fabricating                                |                |            |           |          |
| 11/12/2020                                    | 4100000004       | Wright, David L   | REG            | 401        | 3.00      | 0.00     |
|   |                  | - removing old barbecue burners for repair  |                |            |           |          |
| 11/12/2020                                    | 4100000004       | Wright, David L   | REG            | 401        | 3.00      | 0.00     |
|   |                  | - removing old barbecue burners and taking them to liberty fabricating for repair |                |            |           |          |
| 11/13/2020                                    | 4100000004       | Wright, David L   | REG            | 401        | 2.00      | 0.00     |
|   |                  | - blew leaves out of tennis court   |                |            |           |          |
| 11/13/2020                                    | 4100000004       | Wright, David L   | REG            | 401        | 1.00      | 0.00     |
|   |                  | - dumped trash and picked up a load of mail boxes                                 |                |            |           |          |
| 11/13/2020                                    | 4100000004       | Wright, David L   | REG            | 401        | 1.00      | 0.00     |
|   |                  | - dumped trash  |                |            |           |          |
| 11/13/2020                                    | 4100000004       | Wright, David L   | REG            | 401        | 1.00      | 0.00     |
|   |                  | - dumped trash  |                |            |           |          |
| 11/13/2020                                    | 4100000004       | Wright, David L   | REG            | 401        | 2.00      | 0.00     |
|   |                  | - checked sewer manholes  |                |            |           |          |
| 11/13/2020                                    | 4100000004       | Wright, David L   | REG            | 401        | 1.00      | 0.00     |
|   |                  | - loaded leaves in trash bins   |                |            |           |          |
| -----<br>Total For Employee: 4100000004       |                  |   |                |            | 40.00     | 0.00     |
| 11/09/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 1.00      | 0.00     |
|   |                  | - stakings  |                |            |           |          |
| 11/09/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 1.00      | 0.00     |
|   |                  | - empty trash   |                |            |           |          |
| 11/09/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 1.00      | 0.00     |
|   |                  | - empty trash   |                |            |           |          |
| 11/09/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 5.00      | 0.00     |
|   |                  | - take down christmas decorations, start checking lights                          |                |            |           |          |
| 11/10/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 6.00      | 0.00     |
|   |                  | - work on christmas decorations   |                |            |           |          |
| 11/10/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 2.00      | 0.00     |
|   |                  | - help dawes with water service on morrish rd                                     |                |            |           |          |
| 11/11/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 8.00      | 0.00     |
|   |                  | - work on christmas decorations   |                |            |           |          |
| 11/12/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 8.00      | 0.00     |
|   |                  | - work on christmas decorations   |                |            |           |          |
| 11/13/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 5.00      | 0.00     |
|   |                  | - work on christmas decorations, take down halloween corn stalks around town      |                |            |           |          |
| 11/13/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 2.00      | 0.00     |
|   |                  | - clean library   |                |            |           |          |
| 11/13/2020                                    | 4100000005       | Sandford, Jay E   | REG            | 401        | 1.00      | 0.00     |
|   |                  | - clean psb   |                |            |           |          |
| -----<br>Total For Employee: 4100000005       |                  |   |                |            | 40.00     | 0.00     |
| 11/09/2020                                    | 4400000000000012 | Harris, Andrew J  | REG            | 202        | 9.00      | 0.00     |
|   |                  | - .5 mundy  |                |            |           |          |
| 11/10/2020                                    | 4400000000000012 | Harris, Andrew J  | REG            | 202        | 8.75      | 0.00     |
| 11/11/2020                                    | 4400000000000012 | Harris, Andrew J  | REG            | 202        | 9.00      | 0.00     |
| 11/12/2020                                    | 4400000000000012 | Harris, Andrew J  | REG            | 202        | 8.50      | 0.00     |
|   |                  | - .5 mundy  |                |            |           |          |
| 11/13/2020                                    | 4400000000000012 | Harris, Andrew J  | REG            | 202        | 4.75      | 0.00     |
| -----<br>Total For Employee: 4400000000000012 |                  |   |                |            | 40.00     | 0.00     |
| 11/09/2020                                    | 44000000008      | May, Curtis R   | REG            | 404        | 2.00      | 0.00     |
|   |                  | - repairyards   |                |            |           |          |
| 11/09/2020                                    | 44000000008      | May, Curtis R   | REG            | 404        | 2.00      | 0.00     |
|   |                  | - woodchip  |                |            |           |          |
| 11/09/2020                                    | 44000000008      | May, Curtis R   | ABSENT TIME PT | 404        | 3.00      | 0.00     |
|   |                  | - absenttime  |                |            |           |          |
| 11/10/2020                                    | 44000000008      | May, Curtis R   | REG            | 404        | 1.00      | 0.00     |
|   |                  | - place tables  |                |            |           |          |

From: 10/24/2020 To: 11/20/2020

Grouped By: Employee ID

| Date                                    | Employee ID | Employee Name   | Pay Code ID | Department | Reg Hours | OT Hours |
|---|-------------|---|-------------|------------|-----------|----------|
| 11/10/2020                              | 4400000008  | May, Curtis R   | REG         | 404        | 3.00      | 0.00     |
|   |             | - leaf clean up   |             |            |           |          |
| 11/10/2020                              | 4400000008  | May, Curtis R   | REG         | 404        | 1.00      | 0.00     |
|   |             | - garbage and clean up  |             |            |           |          |
| 11/10/2020                              | 4400000008  | May, Curtis R   | REG         | 404        | 1.00      | 0.00     |
|   |             | - garbage   |             |            |           |          |
| 11/10/2020                              | 4400000008  | May, Curtis R   | REG         | 404        | 2.00      | 0.00     |
|   |             | - stump clean up yard work                                    |             |            |           |          |
| 11/11/2020                              | 4400000008  | May, Curtis R   | REG         | 404        | 1.00      | 0.00     |
|   |             | - gravel at birchcrest  |             |            |           |          |
| 11/11/2020                              | 4400000008  | May, Curtis R   | REG         | 404        | 1.00      | 0.00     |
|   |             | - inspect grills  |             |            |           |          |
| 11/11/2020                              | 4400000008  | May, Curtis R   | REG         | 404        | 1.00      | 0.00     |
|   |             | - inspect grills  |             |            |           |          |
| 11/11/2020                              | 4400000008  | May, Curtis R   | REG         | 404        | 3.00      | 0.00     |
|   |             | - woodchip  |             |            |           |          |
| 11/11/2020                              | 4400000008  | May, Curtis R   | REG         | 404        | 1.00      | 0.00     |
|   |             | - garbage   |             |            |           |          |
| 11/11/2020                              | 4400000008  | May, Curtis R   | REG         | 404        | 1.00      | 0.00     |
|   |             | - garbage   |             |            |           |          |
| -----<br>Total For Employee: 4400000008 |             |   |             |            | 23.00     | 0.00     |
| 11/09/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
|   |             | - Disinfect public area                                       |             |            |           |          |
| 11/09/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 6.50      | 0.00     |
|   |             | - Take down Christmas decor from storage, start going through |             |            |           |          |
| 11/09/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
|   |             | - Water turn on Work Order - Jill MarieMisssdigs              |             |            |           |          |
| 11/10/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 4.00      | 0.00     |
|   |             | - Christmas decor - test lights/organize                      |             |            |           |          |
| 11/10/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
|   |             | - Miss digs   |             |            |           |          |
| 11/10/2020                              | 4400000009  | Bosas, Rebecca M  | VAC         | 401        | 1.00      | 0.00     |
|   |             | - Leave Form  |             |            |           |          |
| 11/11/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 7.00      | 0.00     |
|   |             | - Christmas decorations - Holland Square                      |             |            |           |          |
| 11/11/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
|   |             | - Missdig   |             |            |           |          |
| 11/12/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 7.00      | 0.00     |
|   |             | - Christmas decorating  |             |            |           |          |
| 11/12/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
|   |             | - Data log and final reads - work orders                      |             |            |           |          |
| 11/13/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 5.00      | 0.00     |
|   |             | - Christmas decorations Take fall decor down                  |             |            |           |          |
| 11/13/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 2.00      | 0.00     |
|   |             | - Clean, sanitize/disinfect                                   |             |            |           |          |
| 11/13/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 1.00      | 0.00     |
|   |             | - Final Read - work orders                                    |             |            |           |          |
| 11/13/2020                              | 4400000009  | Bosas, Rebecca M  | REG         | 401        | 0.50      | 0.00     |
|   |             | - Lead and Copper result consumer notice handouts             |             |            |           |          |
| -----<br>Total For Employee: 4400000009 |             |   |             |            | 39.50     | 0.00     |
| 11/10/2020                              | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|   |             | - Pu garbage, stock   |             |            |           |          |
| 11/10/2020                              | 4400000012  | Golden, Craig A   | REG         | 404        | 0.50      | 0.00     |
|   |             | - Clean,stock,pu garbage                                      |             |            |           |          |
| 11/10/2020                              | 4400000012  | Golden, Craig A   | REG         | 404        | 2.00      | 0.00     |
|   |             | - Disinfect council chambers and lobby, clean, pu garbage     |             |            |           |          |
| 11/10/2020                              | 4400000012  | Golden, Craig A   | REG         | 404        | 2.00      | 0.00     |
|   |             | - Leave pick up   |             |            |           |          |

From: 10/24/2020 To: 11/20/2020

Grouped By: Employee ID

| Date                                 | Employee ID | Employee Name  | Pay Code ID    | Department | Reg Hours | OT Hours |
|--------------------------------------|-------------|--|----------------|------------|-----------|----------|
| 11/10/2020                           | 4400000012  | Golden, Craig A  | REG            | 404        | 2.00      | 0.00     |
|                                      |             | - Pick up stump grinding so at 5331 Seymour  |                |            |           |          |
| 11/10/2020                           | 4400000012  | Golden, Craig A  | REG            | 404        | 1.00      | 0.00     |
|                                      |             | - Organize picnic tables   |                |            |           |          |
| 11/11/2020                           | 4400000012  | Golden, Craig A  | ABSENT TIME PT | 404        | 8.00      | 0.00     |
|                                      |             | - using my absent time up  |                |            |           |          |
| 11/12/2020                           | 4400000012  | Golden, Craig A  | REG            | 404        | 2.00      | 0.00     |
|                                      |             | - pull grill grates and deliver to Liberty fabricators for repair                                      |                |            |           |          |
| 11/12/2020                           | 4400000012  | Golden, Craig A  | REG            | 404        | 3.00      | 0.00     |
|                                      |             | - pull grill grates and deliver to Liberty fabricators for repair                                      |                |            |           |          |
| 11/12/2020                           | 4400000012  | Golden, Craig A  | REG            | 404        | 1.00      | 0.00     |
|                                      |             | - pu garbage   |                |            |           |          |
| 11/12/2020                           | 4400000012  | Golden, Craig A  | REG            | 404        | 1.00      | 0.00     |
|                                      |             | - pu garbage   |                |            |           |          |
| 11/12/2020                           | 4400000012  | Golden, Craig A  | REG            | 404        | 1.00      | 0.00     |
|                                      |             | - work with Jack from Liberty fabricators on salt shed repair needs and grilling crates from the parks |                |            |           |          |
| -----                                |             |  |                |            |           |          |
| Total For Employee: 4400000012       |             |  |                |            | 24.00     | 0.00     |
| -----                                |             |  |                |            |           |          |
| Hours for Week Beginning: 11/15/2020 |             |  |                |            |           |          |
| -----                                |             |  |                |            |           |          |
| 11/16/2020                           | 4100000001  | Gardner, Rodney E  | VAC            | 401        | 8.00      | 0.00     |
| 11/17/2020                           | 4100000001  | Gardner, Rodney E  | VAC            | 401        | 8.00      | 0.00     |
| 11/18/2020                           | 4100000001  | Gardner, Rodney E  | VAC            | 401        | 8.00      | 0.00     |
| 11/19/2020                           | 4100000001  | Gardner, Rodney E  | VAC            | 401        | 8.00      | 0.00     |
| 11/20/2020                           | 4100000001  | Gardner, Rodney E  | VAC            | 401        | 8.00      | 0.00     |
| -----                                |             |  |                |            |           |          |
| Total For Employee: 4100000001       |             |  |                |            | 40.00     | 0.00     |
| -----                                |             |  |                |            |           |          |
| 11/16/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 4.00      | 0.00     |
|                                      |             | - water leak on miller road shutting off valves for dawes construction                                 |                |            |           |          |
| 11/16/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 4.00      | 0.00     |
|                                      |             | - put salt spreader on 12-02 dumptruck put blade and doors on kubota and took off water tank           |                |            |           |          |
| 11/17/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 0.50      | 0.00     |
|                                      |             | - dumped trash   |                |            |           |          |
| 11/17/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 0.50      | 0.00     |
|                                      |             | - dumped trash   |                |            |           |          |
| 11/17/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 0.50      | 0.00     |
|                                      |             | - sanitized city hall and hauled away trash  |                |            |           |          |
| 11/17/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 1.50      | 0.00     |
|                                      |             | - water stakings   |                |            |           |          |
| 11/17/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 5.00      | 0.00     |
|                                      |             | - putting up christmas decorations   |                |            |           |          |
| 11/18/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 8.00      | 0.00     |
|                                      |             | - putting up christmas decorations   |                |            |           |          |
| 11/19/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 4.00      | 0.00     |
|                                      |             | - christmas decorations  |                |            |           |          |
| 11/19/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 2.00      | 0.00     |
|                                      |             | - put salt spreader on #12-04 dumptruck  |                |            |           |          |
| 11/19/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 2.00      | 0.00     |
|                                      |             | - water stakings and checking water valve on morrish road  |                |            |           |          |
| 11/20/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 2.00      | 0.00     |
|                                      |             | - took down movie screen and stored in back garage   |                |            |           |          |
| 11/20/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 4.00      | 0.00     |
|                                      |             | - chipped brush  |                |            |           |          |
| 11/20/2020                           | 4100000004  | Wright, David L  | REG            | 401        | 2.00      | 0.00     |
|                                      |             | - water stakings and checking with dawes construction for locations of vacant lots                     |                |            |           |          |
| -----                                |             |  |                |            |           |          |
| Total For Employee: 4100000004       |             |  |                |            | 40.00     | 0.00     |
| -----                                |             |  |                |            |           |          |
| 11/16/2020                           | 4100000005  | Sandford, Jay E  | REG            | 401        | 4.00      | 0.00     |
|                                      |             | - work on christmas decorations  |                |            |           |          |
| 11/16/2020                           | 4100000005  | Sandford, Jay E  | REG            | 401        | 4.00      | 0.00     |
|                                      |             | - final read work orders. help dawes with water service repair on miller rd                            |                |            |           |          |

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Grouped By: Employee ID

| Date                                | Employee ID     | Employee Name                  | Pay Code ID | Department | Reg Hours | OT Hours |
|-------------------------------------|-----------------|--------------------------------|-------------|------------|-----------|----------|
| 11/17/2020                          | 4100000005      | Sandford, Jay E                | REG         | 401        | 8.00      | 0.00     |
|                                     |                 | - put up christmas decorations |             |            |           |          |
| 11/18/2020                          | 4100000005      | Sandford, Jay E                | REG         | 401        | 8.00      | 0.00     |
|                                     |                 | - put up christmas decorations |             |            |           |          |
| 11/19/2020                          | 4100000005      | Sandford, Jay E                | REG         | 401        | 8.00      | 0.00     |
|                                     |                 | - put up christmas decorations |             |            |           |          |
| 11/20/2020                          | 4100000005      | Sandford, Jay E                | REG         | 401        | 2.00      | 0.00     |
|                                     |                 | - take down movie screen       |             |            |           |          |
| 11/20/2020                          | 4100000005      | Sandford, Jay E                | REG         | 401        | 2.00      | 0.00     |
|                                     |                 | - check manholes               |             |            |           |          |
| 11/20/2020                          | 4100000005      | Sandford, Jay E                | REG         | 401        | 4.00      | 0.00     |
|                                     |                 | - woodchipping                 |             |            |           |          |
| -----                               |                 |                                |             |            |           |          |
| Total For Employee: 4100000005      |                 |                                |             |            | 40.00     | 0.00     |
| 11/16/2020                          | 440000000000012 | Harris, Andrew J               | REG         | 202        | 8.50      | 0.00     |
| 11/17/2020                          | 440000000000012 | Harris, Andrew J               | REG         | 202        | 8.75      | 0.00     |
| 11/18/2020                          | 440000000000012 | Harris, Andrew J               | REG         | 202        | 8.00      | 0.00     |
| 11/19/2020                          | 440000000000012 | Harris, Andrew J               | REG         | 202        | 9.00      | 0.00     |
|                                     |                 | - 1.5 mundy                    |             |            |           |          |
| 11/20/2020                          | 440000000000012 | Harris, Andrew J               | REG         | 202        | 5.75      | 0.00     |
|                                     |                 | - 1.25 comp time               |             |            |           |          |
| -----                               |                 |                                |             |            |           |          |
| Total For Employee: 440000000000012 |                 |                                |             |            | 40.00     | 0.00     |
| 11/16/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 4.00      | 0.00     |
|                                     |                 | - water main break             |             |            |           |          |
| 11/16/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 4.00      | 0.00     |
| 11/17/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 0.50      | 0.00     |
|                                     |                 | - dumped trash                 |             |            |           |          |
| 11/17/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 0.50      | 0.00     |
|                                     |                 | - dumped trash                 |             |            |           |          |
| 11/17/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 3.00      | 0.00     |
|                                     |                 | - christmas decorations        |             |            |           |          |
| 11/18/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 8.00      | 0.00     |
|                                     |                 | - christmas decorations        |             |            |           |          |
| 11/19/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 0.50      | 0.00     |
|                                     |                 | - garbage                      |             |            |           |          |
| 11/19/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 0.50      | 0.00     |
|                                     |                 | - garbage                      |             |            |           |          |
| 11/19/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 0.50      | 0.00     |
|                                     |                 | - garbage                      |             |            |           |          |
| 11/19/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 1.00      | 0.00     |
|                                     |                 | - pump man hole to look leak   |             |            |           |          |
| 11/19/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 0.50      | 0.00     |
|                                     |                 | - garbage                      |             |            |           |          |
| 11/19/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 4.00      | 0.00     |
|                                     |                 | - christmas decorations        |             |            |           |          |
| 11/19/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 1.00      | 0.00     |
| 11/20/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 0.50      | 0.00     |
|                                     |                 | - clean                        |             |            |           |          |
| 11/20/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 1.00      | 0.00     |
|                                     |                 | - clean                        |             |            |           |          |
| 11/20/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 4.00      | 0.00     |
|                                     |                 | - wood chip                    |             |            |           |          |
| 11/20/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 1.50      | 0.00     |
|                                     |                 | - remove screen                |             |            |           |          |
| 11/20/2020                          | 4400000008      | May, Curtis R                  | REG         | 404        | 1.00      | 0.00     |
|                                     |                 | - clean                        |             |            |           |          |
| -----                               |                 |                                |             |            |           |          |
| Total For Employee: 4400000008      |                 |                                |             |            | 36.00     | 0.00     |
| 11/16/2020                          | 4400000009      | Bosas, Rebecca M               | REG         | 401        | 0.50      | 0.00     |

From: 10/24/2020 To: 11/20/2020

Grouped By: Employee ID

| Date                                    | Employee ID | Employee Name  | Pay Code ID | Department | Reg Hours | OT Hours |
|---|-------------|--|-------------|------------|-----------|----------|
|   |             | - Garbage  |             |            |           |          |
| 11/16/2020                              | 4400000009  | Bosas, Rebecca M   | REG         | 401        | 4.50      | 0.00     |
|   |             | - Assist with G.D. water service lineLead/Copper info relay                      |             |            |           |          |
| 11/16/2020                              | 4400000009  | Bosas, Rebecca M   | REG         | 401        | 3.50      | 0.00     |
|   |             | - Christmas decor  |             |            |           |          |
| 11/17/2020                              | 4400000009  | Bosas, Rebecca M   | REG         | 401        | 8.00      | 0.00     |
|   |             | - Christmas decorations Holland PavDowntown poles                                |             |            |           |          |
| 11/18/2020                              | 4400000009  | Bosas, Rebecca M   | REG         | 401        | 7.50      | 0.00     |
|   |             | - Christmas decor - finish poles downtown and Paul Fortino Dr                    |             |            |           |          |
| 11/18/2020                              | 4400000009  | Bosas, Rebecca M   | REG         | 401        | 0.50      | 0.00     |
|   |             | - Pick up broken sign at 8401 Miller   |             |            |           |          |
| 11/19/2020                              | 4400000009  | Bosas, Rebecca M   | REG         | 401        | 6.00      | 0.00     |
|   |             | - Christmas- poles in villageTree at WinshallTrees in front of Holland SquareEtc |             |            |           |          |
| 11/19/2020                              | 4400000009  | Bosas, Rebecca M   | VAC         | 401        | 2.00      | 0.00     |
|   |             | - Leave form   |             |            |           |          |
| 11/20/2020                              | 4400000009  | Bosas, Rebecca M   | REG         | 401        | 1.00      | 0.00     |
|   |             | - Christmas decor  |             |            |           |          |
| 11/20/2020                              | 4400000009  | Bosas, Rebecca M   | REG         | 401        | 2.00      | 0.00     |
|   |             | - Take down movie screen   |             |            |           |          |
| 11/20/2020                              | 4400000009  | Bosas, Rebecca M   | REG         | 401        | 4.00      | 0.00     |
| 11/20/2020                              | 4400000009  | Bosas, Rebecca M   | REG         | 401        | 1.00      | 0.00     |
|   |             | - Sewer manhole check  |             |            |           |          |
| -----<br>Total For Employee: 4400000009 |             |  |             |            | 40.50     | 0.00     |
| Grand Total:                            |             |  |             |            | 983.00    | 17.50    |

| <b>Nobember 2020</b>              | <b>MILES DRIVEN</b> |  | <b>GALLONS GAS PURCHASED</b> |  | <b>GALLONS DIESEL PURCHASED</b> |
|-----------------------------------|---------------------|--|------------------------------|--|---------------------------------|
| <b>#6-16 2WD gas</b>              | 420.0               |  |                              |  |                                 |
| <b>#1-20 4WD diesel</b>           | 148.0               |  |                              |  |                                 |
| <b>#7-15 4WD gas</b>              | 154.0               |  |                              |  |                                 |
| <b>#3-08 P/U 4WD gas</b>          | 362.0               |  | 34.0                         |  |                                 |
| <b>#10-18 P/U diesel</b>          | 567.0               |  |                              |  | 65.3                            |
| <b>#2-08 P/U 4WD gas</b>          | 391.0               |  | 58.1                         |  |                                 |
| <b>#6-00 BACKHOE diesel</b>       |                     |  |                              |  | 26.0                            |
| <b>#11 DUMP gas</b>               |                     |  |                              |  |                                 |
| <b>#12-02 DUMP diesel</b>         |                     |  |                              |  |                                 |
| <b>#12-04 DUMP diesel</b>         |                     |  |                              |  | 50.0                            |
| <b>#12-99 GENERATOR gas</b>       |                     |  |                              |  |                                 |
| <b>#17 CASE BACKHOE diesel</b>    |                     |  |                              |  | 17.0                            |
| <b>#19 JD TRACTOR diesel</b>      |                     |  |                              |  |                                 |
| <b>#06-99 BUCKET TRUCK gas</b>    |                     |  |                              |  |                                 |
| <b>#21 WOOD CHIPPER diesel</b>    |                     |  |                              |  |                                 |
| <b>#807 STREET SWEEPER diesel</b> | 199.0               |  |                              |  | 38.0                            |
| <b>#42 ASPHALT HEATER diesel</b>  |                     |  |                              |  |                                 |
| <b>#37 TRAIL ARROW</b>            |                     |  |                              |  |                                 |
| <b>#10-15 GEN gas</b>             |                     |  |                              |  |                                 |
| <b>#5-18 KUBOTA (Hours)</b>       |                     |  |                              |  |                                 |
| <b>gas can</b>                    |                     |  | 6.0                          |  |                                 |
| <b>TOTAL</b>                      | <b>2241.0</b>       |  | <b>98.1</b>                  |  | <b>196.3</b>                    |

**Public Works**  
**Monthly Work Orders**

12/03/20

| Work Order #             | Location ID         | Customer Name                                       | Date Recd            | Type              |
|--------------------------|---------------------|---|----------------------|-------------------|
| Work Order Status        |                     | Service Address                                     | Date Comp            |                   |
| ELEC20-0059<br>CANCELLED | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR               | 11/02/20<br>11/02/20 | ELEC SETUP/TAKEDO |
| ELEC20-0060<br>COMPLETED | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR               | 11/04/20<br>11/04/20 | ELEC SETUP/TAKEDO |
| MNT20-0340<br>COMPLETED  | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR               | 11/02/20<br>11/02/20 | BUILDING MAINTENA |
| FNRD20-1836<br>COMPLETED | CH20-008474-0000-01 | GRZESKOWIAK, ROBERT<br>8474 CHESTERFIELD DR         | 11/02/20<br>11/04/20 | FINAL READ        |
| GWO20-0587<br>COMPLETED  | HT10-003269-0000-02 | DUNGEROW, STANLEY<br>3269 HERITAGE BLVD             | 11/02/20<br>11/02/20 | GENERIC WORK ORDE |
| FNRD20-1837<br>COMPLETED | CO20-007461-0000-01 | GARDINER, VIRGINIA<br>7461 COUNTRY MEADOW DR        | 11/02/20<br>11/02/20 | FINAL READ        |
| MNT20-0341<br>COMPLETED  | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR               | 11/03/20<br>11/03/20 | BUILDING MAINTENA |
| 20-000025<br>COMPLETED   | MO10-004374-0000-01 | PARENTEAU, BETTY<br>4374 MORRISH RD                 | 11/03/20<br>11/04/20 | WATER MAIN BREAK  |
| FNRD20-1838<br>COMPLETED | LU10-009071-0000-02 | PARISH, LEE ANN<br>9071 LUEA LN                     | 11/03/20<br>11/03/20 | FINAL READ        |
| MNT20-0342<br>COMPLETED  | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR               | 11/04/20<br>11/04/20 | BUILDING MAINTENA |
| GWO20-0588<br>COMPLETED  | CI10-008083-0000-01 | CITY OF SWARTZ CREEK<br>8083 CIVIC DR               | 11/04/20<br>11/04/20 | GENERIC WORK ORDE |
| FNRD20-1839<br>COMPLETED | SE20-005178-0000-01 | SIMMONDS, DAN<br>5178 SEYMOUR RD                    | 11/05/20<br>11/06/20 | FINAL READ        |
| WTON20-1368<br>COMPLETED | J110-009284-0000-03 | TURNER, TRINA<br>9284 JILL MARIE LN                 | 11/09/20<br>11/09/20 | WATER TURN ON     |
| FNRD20-1840<br>COMPLETED | AU10-006365-0000-01 | WEDEL, RALPH & WALTER<br>6365 AUGUSTA ST            | 11/13/20<br>11/13/20 | FINAL READ        |
| FNRD20-1841<br>COMPLETED | CR10-008083-0000-07 | CRAWLEY, JUSTIN<br>8083 CRAPO ST                    | 11/13/20<br>11/13/20 | FINAL READ        |
| READ20-0835<br>COMPLETED | MI10-008138-0000-01 | SHARP FUNERAL HOME<br>8138 MILLER RD                | 11/12/20<br>11/12/20 | READ METER        |
| FNRD20-1842<br>COMPLETED | CC10-007353-0000-01 | GAUTHIER, DELBERT<br>7353 CROSS CREEK DR            | 11/12/20<br>11/12/20 | FINAL READ        |
| FNRD20-1843<br>COMPLETED | MI10-008451-0000-01 | SPOHN, DANIEL<br>8451 MILLER RD                     | 11/12/20<br>11/12/20 | FINAL READ        |
| FNRD20-1844<br>COMPLETED | CE10-009263-0000-08 | NIKHIL - DEVEN PROPERTIES LL<br>9263 CEDAR CREEK CT | 11/16/20<br>11/16/20 | FINAL READ        |
| FNRD20-1845<br>COMPLETED | CA10-008432-0000-02 | SILUPI, CHELSEA<br>8432 CAPPY LN                    | 11/16/20<br>11/16/20 | FINAL READ        |

| Work Order #<br>Work Order Status | Location ID         | Customer Name<br>Service Address     | Date Recd<br>Date Comp | Type              |
|-----------------------------------|---------------------|--------------------------------------|------------------------|-------------------|
| FNRD20-1846<br>COMPLETED          | SC20-005104-0000-01 | PALO, MELVIN<br>5104 SCHOOL ST       | 11/17/20<br>11/17/20   | FINAL READ        |
| WOFF20-2356                       | MI10-008013-0000-01 | RANDALL, VALERIE<br>8013 MILLER RD   | 11/20/20               | WATER TURN OFF    |
| WMBK20-0106<br>COMPLETED          | MI10-005482-0000-05 | MOORE, SEAN<br>5482 MILLER RD        | 11/18/20<br>11/18/20   | WATER MAIN BREAK  |
| GWO20-0590<br>COMPLETED           | PA10-007176-0000-01 | MIKOLAY, BOB<br>7176 PARK RIDGE PKY  | 11/19/20<br>11/19/20   | GENERIC WORK ORDE |
| STRT20-0108<br>COMPLETED          | GR10-005193-0000-01 | AMON, RODNEY<br>5193 GREENLEAF DR    | 11/19/20<br>11/25/20   | STREET REPAIR     |
| WOFF20-2357<br>COMPLETED          | GR10-005233-0000-01 | FOWLER, RANDY<br>5233 GREENLEAF DR   | 11/23/20<br>11/23/20   | WATER TURN OFF    |
| WTON20-1369<br>COMPLETED          | GR10-005233-0000-01 | FOWLER, RANDY<br>5233 GREENLEAF DR   | 11/23/20<br>11/23/20   | WATER TURN ON     |
| WOFF20-2358<br>COMPLETED          | SP10-004361-0000-04 | FRYE, DOROTHY<br>4361 SPRINGBROOK DR | 11/30/20<br>11/30/20   | WATER TURN OFF    |
| FNRD20-1847<br>COMPLETED          | CH10-008513-0000-02 | ROSE, DEWEY<br>8513 CHELMSFORD DR    | 11/30/20<br>11/30/20   | FINAL READ        |

Total Records: 29

Report Generated: 12/3/2020 8:19 AM

Report Options: Scheduled From: 11/1/2020 To: 11/30/2020

# Metro Police Authority Offense Summary

## For Swartz Creek

Occurred 11/1/2020 - 11/30/2020

| Offense   | Total Offenses |
|---|----------------|
| 1172 - 11002 - CSC Third (3rd) Degree -Penetration Penis/Vagina     | 2              |
| 1173 - 11003 - CSC First (1st) Degree -Penetration Oral/Anal        | 1              |
| 1211 - 12000 - Robbery - Banking Type Institution                   | 1              |
| 2203 - 22001 - Burglary - Forced Entry - Non-Residence              | 1              |
| 2304 - 23006 - Larceny - Parts and Accessories from Vehicle         | 1              |
| 2674 - 26001 - Fraud (Larceny) by Conversion                        | 1              |
| 2678 - 26004 - Fraud - Obtain Welfare                               | 1              |
| 2699 - 26001 - Fraud (Other)  | 2              |
| 2902 - 29000 - Damage to Property - Private Property                | 1              |
| 3074 - 30002 - Retail Fraud Theft 2nd Degree                        | 1              |
| 3504 - 35001 - Hallucinogen - Possess                               | 1              |
| 3560 - 35001 - Marijuana - Sell                                     | 1              |
| 5015 - 50000 - Failure to Appear                                    | 1              |
| 5311 - 53001 - Disorderly Conduct                                   | 1              |
| 8011 - 54001 - Motor Vehicle Accident - Failed to Stop and Identify | 1              |
| 8013 - 54001 - Motor Vehicle Accident - Failed to Report Accident   | 1              |
| 8029 - 54002 - Operating While in the Presence of Drugs (OWPD)      | 1              |
| 8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License    | 7              |
| 8920 - 89003 - Violation - Insurance - Fail to File PLPD Insurance  | 2              |
| 9910 - 93001 - Traffic, Non-Criminal - Accident                     | 10             |
| 9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident         | 4              |
| 9942 - 98006 - Inspections/Investigations - Family Trouble          | 1              |
| 9944 - 98008 - Inspections/Investigations - Lost and Found Prop     | 1              |
| 9945 - 98009 - Inspections/Investigations - Drug Overdose           | 1              |
| 9947 - 99002 - Miscellaneous - Natural Death                        | 1              |
| 9954 - 99009 - Miscellaneous - Non-Criminal                         | 2              |
| <b>Total</b>  | <b>48</b>      |



November 17, 2020

City Clerk  
City of Swartz Creek  
8083 Civic Dr.  
Swartz Creek, MI 48473

RE: Important Information—Price Changes

Dear City Clerk,

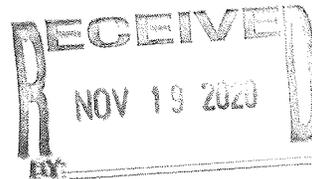
At Comcast, we are always committed to delivering the entertainment and services that matter most to our customers in Swartz Creek, as well as exciting experiences they won't find anywhere else. We are also focused on making our network stronger in order to meet our customers' current needs and future demands. As we continue to invest in our network, products, and services, the cost of doing business rises. Rising programming costs, most notably for broadcast TV and sports, continue to be the biggest factors driving price increases. While we absorb some of these costs, these fee increases affect service pricing. As a result, starting January 1, 2021, prices for certain services and fees will be increasing, including the Broadcast TV Fee and the Regional Sports Network Fee. Please see the enclosed Customer Notice for more information.

We know you may have questions about these changes. If I can be of any further assistance, please contact me at 734-359-2077.

Sincerely,

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

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



Enclosure



November, 2020

## The Michigan Community Stabilization Plan – Fact Sheet

The unforeseen events of COVID-19, combined with Michigan’s broken municipal finance system, have pushed our communities into severe financial distress. Several cities are already in the process of announcing budgetary cuts, layoffs, or both. More are expected in the coming months.

Unless the Michigan Legislature acts quickly to pass the Community Stabilization Plan outlined below, local government bodies will be unable to conduct business, and revenue losses will result in drastic cuts to public safety, infrastructure, parks, and other vital services essential to talent attraction and quality of life.

The Michigan Municipal League has outlined three proposed solutions for the upcoming Lamé Duck legislative session that would assist communities battling COVID-19 on the front lines.

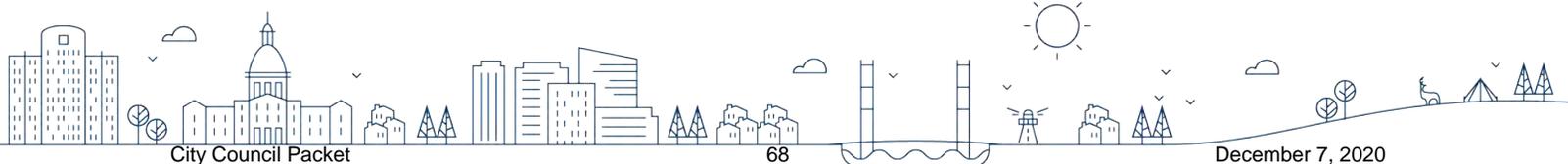
Here are the three issues identified followed by the proposed solutions:

1. COVID-19 and the Challenges of the Open Meetings Act: COVID-related health and safety guidelines calling for social distancing and limiting the size of public gatherings, make it impossible for local public bodies to adhere to the Open Meetings Act. The Legislature passed and the governor signed into law Senate Bill 1108, which authorizes public bodies to meet virtually through Dec. 31, 2020. This action allowed local governments to continue to conduct essential public business without endangering the health and safety of the local officials and members of the public.

- It is clear the virus will continue to spread throughout Michigan well past this deadline, putting the health and safety of public body members, as well as members of the public, at risk.
- If legislative action is not taken to extend the deadline into next year, local government of all kinds—school boards, zoning boards, city councils, etc. —will not be able to safely hold meetings without either violating public health orders or the Open Meetings Act.
- Without action, local development projects, city and school budget approvals, and all other manner of public and private sector business will grind to a halt.

2. COVID-19 and the Impact to Local Income Taxes: The pandemic, coupled with existing tax limitations, have placed communities in dire financial stress.

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- Public safety measures to protect people from COVID-19 have caused non-essential employees to work from home for most of the year and are expected to continue into 2021. Under current law, this will cause Michigan’s 24 local income tax communities to lose up to \$160 million in revenue this year alone.
- Millions of Michiganders received unemployment benefits during the COVID-19 shutdown. However, Michigan’s city income tax law prohibits the collection of tax on unemployment benefits, even though state and federal government does tax those benefits, leaving behind Michigan’s local income tax cities. When we combine the inability to tax that revenue with the loss of non-resident income taxes, Michigan’s 24 income tax cities stand to lose approximately \$250 million next year alone.
- Given our current structure, there was no way any city could have planned for COVID-19 or the longevity of the pandemic.
- This loss of about \$250 million can represent upward of 30 percent of income tax revenues among these 24 cities.
- No community can withstand such a devastating financial impact without deep cuts to essential city services like public safety and roads.
- Even while being forced to close due to the pandemic, these employers still maintain a presence in the city, and the city is responsible for keeping that building safe and secure, along with maintaining all services and infrastructure their residents need.

3. COVID-19 Impacts Due to Headlee and Proposal A: Michigan’s broken municipal finance system is especially vulnerable during a time of crisis like the COVID-19 pandemic, and the upcoming December 31 Tax Day will permanently compound this fiscal problem for all Michigan’s local governments, schools, community colleges, libraries, etc.

- COVID-19 is causing the permanent closure of businesses and reducing occupancy for retail and commercial office space across Michigan, which could lead to reduced property values—and therefore cuts to property tax revenue—in every single community.

As we learned from the Great Recession, the fiscal impact to local governments that result from declines in property values caused by the pandemic will become permanent due to the unintended interactions between Proposal A and Headlee. This broken system has caused the crisis of the Great Recession to continue for over a decade for local governments while other sectors were able to rebound alongside the economy. Until the unintended interactions are resolved, communities’ ability to respond to the needs of citizens and businesses will be severely impacted.

## Community Stabilization Plan Solutions:

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### *Amend the Open Meetings Act*

- The Legislature must amend the Open Meetings Act to give public bodies the authority to meet virtually beyond Dec. 31, 2020.

### *Resolve the Local Income Tax Issue*

- The vast majority of Michigan workers are already having their city income tax withheld from their paychecks.
- The Community Stabilization Plan will ensure the continued financial stability and response capabilities of income tax communities by allowing cities to collect local income taxes as if COVID-19 did not happen and employees were working from their normal places of business.
- This is a one-time fix to address revenue loss due to Covid-19 and will not result in a permanent change in the way we treat non-resident income taxes.
- This is similar to legislation proposed by the Michigan Manufacturers Association (SB 1203) that asks for similar “frozen” treatment of personal property being used by remote workers. It makes sense for this proposal to move hand-in-hand with that business tax benefit.
- It is also similar to a measure lawmakers in Ohio recently passed to protect their communities.

### *Remove Conflicts between Headlee and Proposal A*

- Addressing the unintended consequences of Headlee and Proposal A outlined above can be achieved with a straight-forward, two-part solution that does not require a constitutional change.
- First, the Community Stabilization Plan will allow millage rates to adjust both up and down depending on the relationship of property value growth or decline to general inflation. It is important to note that a millage rate could never increase above charter limits, maintaining the upper limit on millage rates. Additionally, for parcels that do not have a change in ownership, the maximum charter tax rates will not increase by more than inflation.
- The second part of the solution fixes the rollback formula so cities, schools and other taxing authorities can benefit from the deferred growth from property sales. This fix would remove the “popped up” values from the calculation of the Headlee rollback which currently works to negate that growth. This is especially important for fully developed communities because these sales are their only opportunity to benefit from a growing economy.

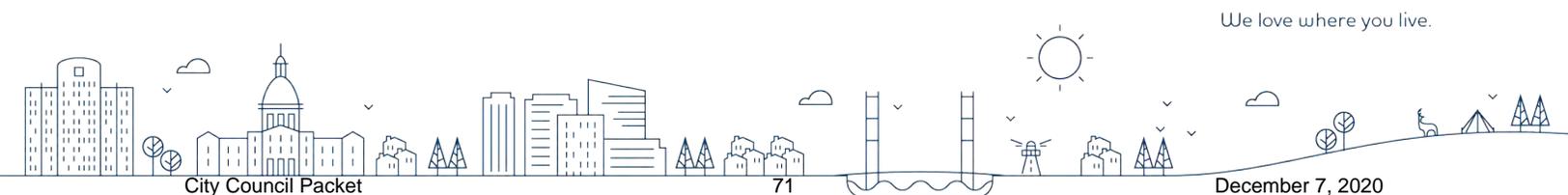
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- Importantly, the changes proposed by the Community Stabilization Plan will allow Proposal A and Headlee to work as intended limiting existing millage and value growth by inflation but allowing for the economic catch up after sales.
- Impact on Property Owners:
  - If you did not buy or sell a property, you would experience no more than an inflationary increase in property taxes, which was the intent of both the Headlee Amendment and Proposal A.
  - If you purchased a property, you would pay tax on the reset value as is currently the case, but schools and local units of government will receive the full value from that purchase rather than a diminished amount.
- Impact on Local Units of Government and Schools:
  - A more stable and predictable source of revenue that can better meet the demands on services and is more tied directly to the economy.

The Community Stabilization Plan will better protect all of us in the event of a future economic downturn, or the next recession. This plan will ensure our communities can recover at the same pace as the economy, while providing the level of services residents and businesses expect.

It is clear the pandemic will greatly impact local governments. In addition, the potential accompanying impact of a recession will drag on for local governments as we saw during the Great Recession. If nothing is done, on December 31 we will have missed an opportunity to make meaningful changes to preserve our communities.

We need to act now to protect our local governments, communities, and businesses.



November 19, 2020

## Michigan's Communities Are in Trouble and Need Your Support During This Lame Duck Legislative Session

Dear Governor Whitmer, Leader Shirkey, Speaker Chatfield, Leader Ananich, and Leader Greig:

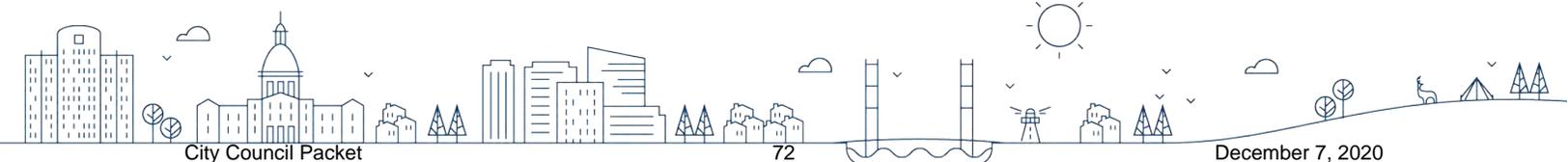
As a local leader charged with ensuring the economic future of my community, I am joining with colleagues across the state in a nonpartisan manner to implore the Michigan Legislature to utilize the upcoming Lame Duck session to adopt a Community Stabilization Plan. This plan is a necessary, three-pronged approach to address the dire situation communities across the state face because of the COVID-19 pandemic.

No government could have foreseen the COVID-19 pandemic or planned for the scale of its impact across every sector of society, yet local governments are on the front lines of the response to the virus, and in many cases waging this fight with one hand tied behind their backs.

Consequentially, local governments are experiencing increased costs at a time when all municipalities are struggling with revenue declines due to the interaction between Proposal A and the Headlee Amendment. Compounding the problem, the state's 24 income tax communities—from Grayling to Detroit—are experiencing further revenue loss due to the change in many employees' work location forced by the pandemic. And finally, government operations needed to continue business activity like permit and zoning approvals and other crucial services could grind to a halt, worsening the economic and health emergency, without extending changes the Legislature made to the Open Meetings Act earlier this year allowing local governments to meet remotely. The combined effect of these problems put Michigan communities in severe financial crisis.

Fixing these problems now will maintain continuity of local government during the pandemic and avoid the conversation and need for new appropriations while state government is besieged with emergency funding needs. Waiting to fix the problem will only exacerbate the emergencies the Legislature will have to address in early 2021 because

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many communities will be forced to make draconian cuts to services like public safety and infrastructure, while others will face insolvency.

The following outlines the Community Stabilization Plan we are asking the Legislature to pursue now.

- First, the Legislature must extend changes to the Open Meetings Act (OMA) which currently only authorizes public bodies to meet virtually through Dec. 31, 2020. It is clear that the virus will continue to be a public health crisis throughout Michigan well past this deadline. If legislative action is not taken to extend the deadline into next year, local government and all public bodies will be forced to choose between violating OMA requirements, or not following Michigan Department of Health and Human Services (MDHHS) gathering limits. This puts municipalities at risk of being sued for OMA violations or slapped with fines for disregarding MDHHS orders and their board members and community volunteers at risk from exposure to the virus.
- Second, we need to address projected local income tax losses that will devastate revenues in Michigan's 24 income tax cities. As you are aware, a significant number of employees have spent the past nine months working from home. Current state law does not allow municipalities to collect local income taxes from these workers on days they are not working in their employer's physical location. Combined with losses in tax collection from unemployment income for local governments—a restriction federal and state governments do not suffer—the Treasury Department estimates Michigan's 24 local income tax communities will lose up to \$250 million in revenue this year alone. This can represent upward of 30 percent of income tax revenues among these 24 cities.
- Finally, with the December 31 Tax Day looming, we must act to temper the negative impact on services resulting from drops in property values like we experienced during the Great Recession. With the pandemic-induced increase in commercial office vacancies and permanent closure of downtown businesses, we expect this to repeat to some degree because of the current recession. As a solution, the Legislature should restore Headlee's original allowance for upward and downward fluctuations in millage rates based on actual inflationary activity, and allow communities to truly benefit from real estate pop-ups. Importantly, this change will allow Proposal A and Headlee to work as intended by limiting existing millage and value growth to inflation, but allow for the economic catch up after sales.

If these issues are left unaddressed, residents across the state of Michigan can expect dire consequences, including government agencies not able to safely conduct vital decision-making meetings. Residents and businesses will also likely see drastic cuts to public safety, infrastructure, parks, and other vital services essential to talent attraction and quality of

We love where you live.

life. We urge you to work together to adopt this Community Stabilization Plan which will ensure Michigan communities can recover from this virus as quickly as possible.

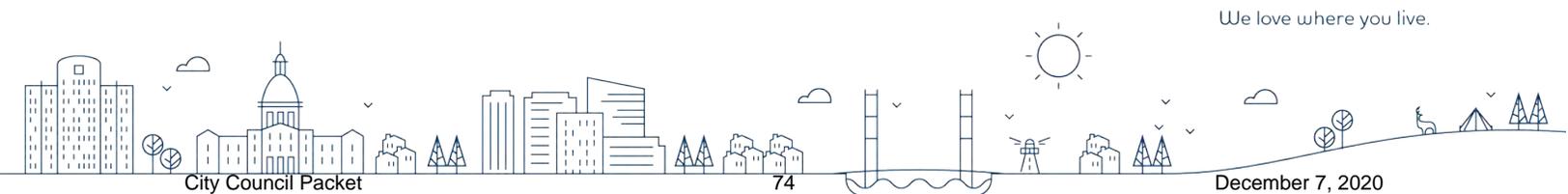
The Community Stabilization Plan must address the need for public bodies to conduct virtual meetings for any reason, as well as solve the short-term loss of local income taxes and the unintended interactions of Headlee and Proposal A.

Taken together, the solutions included in this plan will ensure our communities can recover from the pandemic faster while still providing the level of services residents and businesses need to keep their lives moving—and it will be achieved without raising taxes or transferring funds from other important budgetary items.

Thank you for your time and consideration.

Signed,

NAME  
TITLE  
COMMUNITY



CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
STREET CLOSURE/USE APPLICATION

DATE OF REQUEST: 12/3/2020  
SPONSOR ORGANIZATION: HANK'S BAR & GRILL LLC (HANK + DONS)  
AUTHORIZED REPRESENTATIVE: ERIK JAMISON  
WORK ADDRESS: 8006 MILLER HOME ADDRESS: \_\_\_\_\_  
PHONE NO: WORK (810) 441-4216 HOME: ( ) \_\_\_\_\_ CELL: ( ) \_\_\_\_\_

TYPE OF EVENT: (check box)

PARADE  \*\* (Draw Route on Attached Map) CARNIVAL   
FOOT/BIKE RACE  CRAFT SHOW   
CONCERT  OTHER: OUTDOOR DINING

DATE OF EVENT: \_\_\_/\_\_\_/\_\_\_  
TIME OF EVENT: FROM: \_\_\_\_\_ AM/PM TO: \_\_\_\_\_ AM/PM

ESTIMATED NUMBER OF PARTICIPANTS: \_\_\_\_\_

DESCRIPTION OF EVENT; NOTE STREETS REQUESTED TO BE CLOSED/USED:  
WE ARE REQUESTING TO CLOSE THE PUBLIC ALLEY IMMEDIATELY NORTH OF 8006-8014 MILLER FOR OUTDOOR DINING INCLUDING FOOD AND CONSUMPTION OF ALCOHOL WITHIN OUR LICENSE PERMISSIONS GIVEN BY MLCC AND GENESEE COUNTY HEALTH DEPT. CLOSURE WOULD BE ONGOING FOR TEMPORARY BASIS REFLECTIVE OF COVID-19 RESTRICTIONS

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

FOR: HANK + DONS (Organization) BY: [Signature] (Authorized Representative)

APPROVED BY: \_\_\_\_\_ (Chief of Police) \_\_\_\_\_ (Street Administrator)

\* The throwing of any item(s) from any vehicle during the course of a parade is strictly prohibited and violations may result in criminal prosecution and/or the denial of future permit applications.  
\*\*The Chief of Police reserves the right to determine the length of time that any street(s) remain(s) closed to traffic.

**CITY OF SWARTZ CREEK**  
**PLAZA AND LOT USAGE GUIDELINES**

**AUTHORITY.** These rules are approved by the city council and enforceable pursuant to the provisions of the Code of Ordinances of the City of Swartz Creek, Michigan.

**APPLICABILITY.** These rules apply to City of Swartz Creek Plaza, located at 5012 Holland Drive. The city council may apply these rules to other city parking lots and alleys at its discretion.

1. **PARKING.** The plaza shall accommodate day and night parking in accordance with applicable laws when not otherwise designated for an authorized use. The maximum parking duration is 24 hours, with the expectation that vehicle owners/operators can be notified to relocate their vehicle for a reservation within a 24 hour period.
  - 1) No business or individual shall have an ongoing vested interest in the use of parking.
  - 2) Owners and/or operators of vehicles shall comply with city official and/or police officer instructions to relocate the vehicle at any time for any reason.
  - 3) No person shall park or store any motor vehicle during the hours the plaza is reserved or otherwise closed.
  - 4) Members of the police department are hereby authorized to remove any vehicles so parked or stored if notice was given 24 hours prior to said removal in the form of posting the site, official notice upon the vehicle, or recorded interaction with the owner/operator.
  - 5) It shall be unlawful for any person, whether a pedestrian or operating a motor vehicle, to fail to obey any such applicable traffic control sign, notice, signal, lane marking or other device, whether permanent or temporary, unless otherwise directed by a police officer or city personnel conducting city business.
  
2. **SMOKING.** Smoking, including (e-cig or e-cigarettes), personal vaporizers (PV) or electronic nicotine delivery systems (ENDS), is prohibited in the plaza.
  
3. **PROHIBITED USES AND ACTS.** No person shall engage in:
  - 1) *Injuring, removing property.* Willfully mark, deface, disfigure, cut, injure, tamper with, break, displace, or remove any buildings, cables, benches, tables, light poles, trees, public utilities or parts of appurtenances thereof, signs, notices or placards, whether temporary or permanent, monuments, flag poles, stakes, posts, fences or other boundary markers, or other structures or equipment, facilities or property or appurtenances whatsoever, either real or personal.
  - 2) *Fires.* No person shall kindle or build or cause to be kindled or built a fire in any plaza or parking lot except in designated places. In those areas where fires are permissible, such fires must be contained in a receptacle designed for the purpose of holding a fire and must be attended at all times. No person shall set fire to trash, garbage or the contents of trash receptacles at any time.
  - 3) *Pets, animals.* No person shall bring in, cause, or allow any dog, cat or other pets or animals which they own or have permission to control to be brought within the confines of any plaza unless such animal be attached to a leash not to exceed eight feet in length; such leash is to be of sufficient strength to hold such animal in constant check. Disposal of animal waste is required.
  - 4) *Hindering employees.* No person shall interfere with or in any manner hinder any employee of the city while engaged in constructing, maintaining, repairing or caring for plaza property.
  - 5) *Restricted sections of plaza.* No person shall enter upon any area of the plaza where persons are prohibited from going, as indicated by signs, notices or where secured by fences and gates.
  - 6) *Firearms, bow and arrows, fireworks and devices.* No person shall discharge a firearm or firework of any description while in or on plaza property, provided that such prohibition shall not apply to any peace officer while in the exercise of his official duties. No person shall shoot any arrow by the use of a bow, excepting in such areas as shall be specifically designated as areas for the use of bows and arrows. Crossbows, bolts, and similar weapons are also prohibited.
  - 7) *Peace, disorderly conduct.* No person shall make or excite any disturbance or contention on any public grounds. (No person shall use any indecent or obscene language).
  - 8) *Drunkenness, alcoholic liquors.* No person shall enter, be in or remain on public property while under the influence of intoxicants or under the influence of unlawful drugs or controlled substances. It shall be unlawful to bring into or use alcoholic liquors upon plaza property, unless part of an approved event.
  - 9) *Drinking fountains.* No person shall throw, discharge or otherwise place in the waters or any fountain, wash basin or temporary or permanent toilets any substance, liquid or solid, which may result in water pollution or create a health hazard to the public.
  - 10) *Sleeping.* No person shall sleep, whether in a vehicle, trailer, tent, hammock or other manner, on public property.

- 11) *Dumping.* No person shall deposit any rubbish, garbage or refuse matter, break glass or bottles in or upon any part of the plaza other than such refuse accumulated from organized and acceptable activities within the plaza, and such refuse must be deposited in receptacles provided for that purpose.
  - 12) *Posted signs, rules and regulations.* No person shall willfully disregard posted signs which regulate the days, hours for various activities, or any other signs installed, posted or attached for control, maintenance, safety or any other purpose within the plaza.
  - 13) *Public meetings, parades.* No person, organization, club or group shall hold or participate in any parade, drill, exhibition, political meeting, religious meeting, concert, lecture or public entertainment of any kind within the plaza without the express consent and written approval of the city manager.
  - 14) *Advertisements.* No person shall post, stencil or otherwise affix any placard, advertisement or notice of any kind upon or to any public property unless related to an approved event.
  - 15) *Offering articles for sale.* No person shall carry on any trade or business or sell or display any goods, wares or merchandise in the plaza without permission from the city manager.
  - 16) *Inflatable play equipment.* Inflatable play equipment is prohibited unless arrangements are made in advance and a certificate of insurance from the party providing such equipment is filed with the city and includes a rider naming the city as an additionally insured party.
4. **POLICE AND EMPLOYEES.** No person shall resist any police officer or city employee exercising his duty within the plaza area, or fail or refuse to obey any lawful command of any such police officer or employee, or in any way interfere with, hinder or prevent any such police officer or employee from discharging their duty, or in any manner assist or give aid to any person in custody to escape or to attempt to escape from custody, or to rescue or attempt to rescue any person when in such custody.
  5. **PLAZA RESERVATIONS.** Applicants may be permitted the use of the plaza, including control during hours the plaza is typically closed to the public, subject to the following conditions:
    - 1) Use must be pre-approved by the city council.
    - 2) The organizations' use of the plaza area shall not violate any local or state law nor unreasonably interfere with the use and enjoyment of adjacent areas by others.
    - 3) The organizations shall hold the city harmless from liability for incidents arising out of the organizations' use of the plaza and shall provide evidence of insurance coverage.
    - 4) The city reserves the right to direct where organizations' activities conducted are conducted to minimize interference with the use of adjacent properties and businesses.
    - 5) Fees shall be set by resolution of the city council. Additional fees may be charged for services requested of the city and negotiated in advance, including use of barricades, additional utilities, port-a-johns, etc.
    - 6) In no case will use result in a charge for or prohibition on general access to the plaza by the public unless such charge is approved by the city council in advance.
    - 7) Reservations for annual events can be granted by the city council beginning December 1 of the previous calendar year.
    - 8) All permits shall require the permittee to clean up the plaza after activity has terminated. All applications for permits must give the name, address and phone number of the permittee or the person responsible for the necessary policing thereof.
    - 9) All persons shall honor any special permits issued by the city, for certain areas, days and times, to clubs, organizations, teams or any other groups, provided that such permit is on official forms when presented.
    - 10) Reservations will be given on a first come, first served basis beginning the first business day of each calendar year. Priority for use shall be given to organizations scheduling regular events (e.g. weekly markets) or annual events (e.g. bike races).
  - 6) **VENDING.** Vending is permitted on a limited basis after application to the city manager and under the administrative rules that may be set by the city, including a background check and administrative fee.
  - 7) **PUBLIC NOTICE.** The public shall be deemed to have been properly notified of the provisions of these rules and regulations upon their publication in a newspaper of general circulation in the city. Signs may be posted to insure substantial compliance with the provisions of these rules and regulations.

City Council Approval: Draft