

**City of Swartz Creek
AGENDA**

**Virtual Council Meeting, Monday, January 25, 2021, 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 January 11, 2021 MOTION Pg. 31
 - 4B. Closed Session Council Meeting of March 9, 2020 MOTION
 - 4C. Closed Session Council Meeting of October 26, 2020 MOTION
 - 4D. Closed Session Council Meeting of January 11, 2021 MOTION
5. **APPROVE AGENDA:**
 - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
 - 6A. City Manager's Report MOTION Pg. 8
 - 6B. Staff Reports & Meeting Minutes Pg. 42
 - 6C. Seymour Road Speed Study Data Pg. 52
 - 6D. Springbrook Hydrant Costs Pg. 87
 - 6E. Mowing Bid Packets Pg. 88
 - 6F. Mid-Year Budget Adjustments Pg. 128
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. Seymour Road Speed Study RESO Pg. 27
 - 8B. Mid-Year Budget Adjustment RESO Pg. 28
 - 8C. Mowing Bid Award RESO Pg. 28
 - 8D. Appointment RESO Pg. 29
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 29

Next Month Calendar

Metro Police Board:	Wednesday, January 27, 2021, 10:00 a.m., (Week early, virtual)
Planning Commission:	Tuesday, February 2, 2021, 7:00 p.m., PDBMB (Virtual)
Park Board:	Wednesday, February 3, 2021, 5:30 p.m., PDBMB (Virtual)
City Council:	Monday, February 8, 2021, 7:00 p.m., PDBMB (Virtual)
Zoning Board of Appeals:	Wednesday, February 17, 2021, 6:00 p.m., PDBMB (Cancelled)
Downtown Development Authority:	Thursday, February 11, 2021, 6:00 p.m., PDBMB (Virtual)
Fire Board:	Monday, February 15, 2021, 2021, 6:00 p.m., (Virtual)
Zoning Board of Appeals:	Wednesday, February 17, 2021, 6:00 p.m., PDBMB (Virtual)
City Council:	Monday, February 22, 2021, 7:00 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, JANUARY 25, 2021, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **January 25, 2021** starting at 7:00 p.m. and will be conducted virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 and rules promulgated by the Michigan Department of Health and Human Services.

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

Zoom Instructions for Participants

To join the conference by phone:

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

Before a videoconference:

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

To join the videoconference:

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

You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided below.

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

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touchtone (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: January 25, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/5699610014>

Meeting ID: 569 961 0014

One tap mobile

+13126266799,,5699610014# US (Chicago)

+19292056099,,5699610014# 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: 569 961 0014

Find your local number: <https://us02web.zoom.us/u/kedFRqg7ij>

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

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

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

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

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

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

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

MAINTAINING ORDER

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

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

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

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

MOTIONS & RESOLUTIONS

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

PUBLIC ADDRESS OF COUNCIL

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

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

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

VOTING RECORD OF PUBLIC BODIES

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

City of Swartz Creek
CITY MANAGER'S REPORT
Regular Council Meeting of Monday, January 25, 2021 - 7:00 P.M.

TO: *Honorable Mayor, Mayor Pro-Tem & Council Members*
FROM: Adam Zettel, City Manager
DATE: January 20, 2021

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

- ✓ **MICHIGAN TAX TRIBUNAL APPEALS** (*No Change in Status*)
We have an 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. This is part of a disturbing trend we are hearing about in which businesses use the economy of the COVID year to set their taxable values substantially lower, knowing that they cannot improve with the economy during a rebound (Proposal A). What is more disturbing is that some industries saw banner years, fast food and yard/hardware among them, however the appeals are still coming in.

- ✓ **STREETS** (*See Individual Category*)
 - ✓ **2020-2023 TRAFFIC IMPROVEMENT PROGRAM (TIP)** (*Update*)
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. The project is slated to be complete in 2022, one year after the water main installation in this area. We are proceeding with preliminary engineering for this project. The engineers have included work scope regarding our desire to widen Paul Fortino to the north so that a left turn lane may be added. We expect this will occur whether or not the townhome project proceeds.

In addition, we expect to ramp up with the next round of TIP submissions. This is the phase in which we request funding of specific major streets through the federal programs next three year cycle. Andy and I have been working on a strategy, and we believe we have no choice but to submit Miller Road (Morrish to N. Seymour) and ONLY this segment. In the past, we have submitted other major streets as backup. While they have been funded (Morrish and Fairchild), we have not been adequately addressing our largest and most crucial asset.

As such, we propose completing PE for Miller Road early and keeping it as a standby project for other unspent TIP funds in the county (e.g. if the GCRC or another community in Genesee receives funding for a project but cannot complete it for some reason, a 'shovel-ready' project can take its place). Doing so will put our project on stand by and also demonstrate to the selection committee the degree of

our commitment to having Miller Road funded in the next cycle. We will have a proposal before the council to consider in February.

✓ **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 this 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** (*Update*)

We are ramping up for a new slate of inspections, cleaning, and lining. Revenues and fund balance are still adequate for an aggressive program. This is true even with the added expense of the District 3 expansion. All of this is good because we have learned that there is more clay pipe in the system than we originally thought, including Springbrook.

With that said, we are going to include more routine cleanings and inspections on an annual basis. Previously, these were limited to inspections in our capital improvement program or to high grease/high problem areas. However, we would like to revisit lines every 10 years instead of every 20. For select lines, the frequency is as high as one year.

Andy and our contractor will be compiling a list of projects for this coming year. This may result in budgetary adjustments. However, the funds and work are both present, so we wish to proceed.

Note that we also intend to apply for funds that may help with storm sewer disconnections. This is part of the massive Inflow and Infiltration (I&I) program that the county must undertake. I&I enables stormwater to enter the sanitary sewer and results in high volumes (up to 10x normal flow), which impact the treatment facility and transmission lines can be overwhelmed. As such, we have been working to eliminate I&I by lining clay pipes, sealing manholes, and removing direct inflow (home weep tile, business roof drains, etc.).

We hope to secure the noted grant to be able to eliminate weep tile connections as we come across them. Most of them are in Winchester Village, and they are responsible for most of our I&I. While our I&I is not relatively bad, it can still cause problems. The grant could save a homeowner up to \$10,000 for such a disconnection.

We continue to work on GIS mapping updates for all sewer system attributes.

✓ **SEWER CAPACITY INITIATIVE (Update)**

We continue to work on easements. We have secured the Masonic Lodge, but Springbrook is taking more time. There are some trees that need to be removed which has caused some heartache. We can easily do this during the project, but the association is particular about how the work is done and what gets replanted. The other option may be to compensate them directly to do the work themselves so our contractor is not involved.

Once this is done, the project will have a more predictable timeline through construction.

The previous report follows:

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

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

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

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

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

Andy and I met with the engineering consultants on January 15th. We are very pleased with the USDA work and USDA program in general. Given the scope of

work that remains, we are interested in pursuing another round of funding (loans with a small chance of additional grants). This will help us afford the remainder of the Winchester Village Streets:

Greenleaf
Winshall
Durwood
Norbury
Whitney
Seymour

If we are going to do this, we may need to skip a street reconstruction in 2022 so that the USDA process is ready to go. The upside is that 2023 and 2024 could see the total completion of all Village watermain and streets. Doing so will also require another street bond. This is something we can probably arrange for ten years like we did with the first segment of road work.

We are looking at the numbers now. The idea is to balance our reliable revenues with the cost of borrowing and the benefits of completing a larger scope of work in a timely manner. Updates coming!

Work is complete on:

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

The majority of water main has been installed from Tallmadge to Dye however the Contractor will be returning this year to complete the connection near Dye Road and install water services.

The water main installation on Bristol from Elms to Miller is nearing completion. Once main is complete and all tests have passed the Contractor will begin working on services along both Miller and Bristol Roads. There is one section of main on Miller near Dye that still needs to be installed. That work will require a portion of Miller Road to be removed and will be completed this spring to minimize the amount of time of having an unpaved travel lane.

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 this 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.

✓ **WATER SYSTEM MASTER PLAN** *(No Change in Status)*

The city must complete a Water System Master Plan by mid-2021 for compliance with America's Water Infrastructure Act of 2018 (AWIA). The city must also update a Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP). The Water System Master Plan will address the requirements of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Safe Drinking Water Act (Act 399) for both the Water Reliability Study (Part 12) and General Plan (Part 16) portions.

This Water Master plan will ultimately be used by the City to address high-priority asset needs that are critical to the City's infrastructure performance, hydraulic capacity, and planning for future capital and operating expenditures. The City last completed an update in 2013.

Under AWIA, the RRA & ERP must certify to the Environmental Protection Agency (EPA) that the RRA has been completed by June 30, 2021. The certification that the ERP has been completed is due 6 months after RRA certification. The RRA identifies key water system assets and potential threats to those assets, and the Emergency Response Plan identifies the procedures and processes the City will employ to address the identified threats.

The investigation and analysis to complete these tasks is highly sophisticated. As such, we have retained OHM to provide these studies and reports. They are at work on the matter.

✓ **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. In fact, the state does not allow shut offs due to COVID. 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** (*Update*)

The January (winter) edition of the newsletter is out. Let us know what you think.

✓ **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 has been recommended for funding through the **DNR Trust funds for 2021 construction of the Genesee Valley Trail**. The MDOT grant is conditionally awarded. We hope to combine this with the Safe Routes to School initiative for 2021 construction.
2. The **raceway did not benefit from any last minute 2020 state statutory changes**. The owner may be looking to repurpose the site at this point, but he has not affirmed that yet. I have debriefed with Senator Ananich and Mr. Schafer, and they plan to reconvene this month to go over the prospect for 2021 legislation. If it does not appear highly favorable, I suspect we will be looking at working with Mr. Schafer to plan and market the site for a new use.
3. (*Update*) Communities First has a purchase option for **Mary Crapo**. This option has apparently been extended by the School Board for one year as of this month. 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. **(Update)** The **Brewer Condo Project** is finalizing a survey plan for the master deed. This is a crucial step. Once done, the property can be transferred and building commenced. The 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. 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 Spring. I expect an application for connect fee waivers.
8. The next **Springbrook East** phase is under construction. They have pulled their first home permit.

✓ **TRAILS (Update)**

We are making offers to GM and the other property owner, both of which have not granted needed easements for the trail construction.

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!

✓ **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)*

We have received a \$150 cashier's check towards the rent on January 11th. There was also a hearing on January 19th with our attorney. There is another hearing set for the first week of February. According to our counsel, there may be a means by which to extend the current arrangement and relationship. If terms are not met by the next hearing, we will seek to recover the property.

The tenant has still not returned calls or communicated with me in any way. We do not intend to relent on the legal proceedings at this point unless directed to by the city council. In my opinion, not enough has been communicated or contributed to maintain a healthy lease.

The previous report is below.

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 (12/4/20). 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** *(Update)*

The school is continuing to work on most facilities. Major efforts underway include the admin building. Much site and building work at the city elementary schools is finishing up, as are the athletic facilities. More work on the high school and middle school campuses is slated for 2021. It appears there will be a series of trails near the high school campus.

✓ **CDBG** *(Update)*

Applications were submitted prior to the due date of January 15th. The amount of funding available for the 2022-2024 cycle is \$42,025. 15% will go towards senior services and 85% will go towards new downtown residential neighborhood sidewalks.

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.

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

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)*

We are performing the duties now per the agreement. There are no issues yet, but we expect something unforeseen to arise. I will remove this section from future reports but continue to 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.

✓ **COVID 19 (Update)**

Our operational status, including open meetings being virtual, has not changed. However, business restrictions are loosening as caseloads continue to drop off November highs. The vaccine is also in play, with Metro and the SCAFD having willing staff able to receive doses. Our water system operators are now eligible, but vaccine supplies are limited in Michigan.

✓ **8067 MILLER ROAD (Update)**

The future of this property is going before the Planning Commission in February. All signs point to its remaining a home for resale, but we shall see. There is some interest in keeping it around for public or community use (museum, art, chamber, restrooms, etc). However, the budget simply does not seem to be available for this. In fact, with a COVID economy, we may need to case out what we have into it .

We opted not to winterize it based upon the advice of the boiler technician, who indicated that it is more work than what it is worth. Instead, we will put those resources into enhanced insulation. A professional was hired to remove some asbestos insulation from pipes. This cost was about \$1,200.

If the property is to be sold, 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.

✓ **CARES FUNDING (Update)**

In addition to Metro getting over \$100,000 last fall, it appears that the FD will get about \$12,000. This will not be prorated 50-50 but according to how the wages were spent based on hourly tabulations.

✓ **MASTER PLAN UPDATE (Update)**

The city master plan was last updated in 2016 and is expected to be revisited every five years. This provision could be as simple as accepting the plan as current and valid, or it could be as extensive as a complete rewrite.

We need to get this process underway. There are two circumstances that should settle prior to commencing. We need a final disposition on the raceway, and we need a better open meeting environment. Once the raceway is known, we will have a better idea of the plan scope. We can then decide whether to do this in-house like last time or to contract the service out.

✓ **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 (No Change of Status)**

The raceway friendly legislation is not going through this year. Senator Ananich indicates he has a strategy for doing so in 2021, but the owner may not have any interest in waiting longer. In fact, their previous statements indicated that they would like to move on if there was not legislation in place by January of 2021. I have debriefed with Senator Ananich and Mr. Schafer, and they plan to reconvene this month to go over the prospect for 2021 legislation. If it does not appear highly favorable, I suspect we will be looking at working with Mr. Schafer to plan and market the site for a new use.

I hope to have a clear strategy quickly. I believe that an option to pursue further legislation has a small chance of success, leaving us in a stagnant situation which we have little control over. If the owner chooses to redevelop the site, we will be very involved and busy indeed. I suspect the community is more than able and willing to play that role. I will keep the council informed.

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

✓ **MONTHLY REPORTS (Update)**

There are some routine reports included for your information, including the Metro PPU report.

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

✓ **PLANNING COMMISSION (Update)**

The next meeting is scheduled for February 3, 2021. I expect 8067 Miller Road to be on the agenda for a recommendation on its use or sale.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY (Update)**

The next meeting date February 11. There was not a January meeting

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

There was a sign variance request heard at the January 20, 2021 meeting. The LED wall sign at Letavis was approved as installed, condition upon the forfeiture of all ground sign rights.

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

The Park Board met on January 6th. They selected new officers for 2021. Mr. Farmer is the Chair. Mrs. Fountain is the Vice-chair. Mrs. Olger is the Secretary. The board also considered the donation of a tree planting with an accompanying memorial, which they tentatively accepted pending the determination of a final location.

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

The Board of Review will convene in March.

At the December Board of Review, they had a total of twelve petitions, including veterans' exemptions, Principle Residence Exemptions (PREs), and a couple of recappings from people that hadn't filed PTAs. The Sanctuary of Swartz Creek also had an attorney appeal their exemption status for 2019. It was denied for the same reason that the assessor had denied it, that the people owned it along with the church.

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

Our city was required to participate in a state wide risk-limiting audit (RLA) for the November 3, 2020 election. My deputy clerk and I pulled requested ballots and tallied the requested information, which was forwarded to Genesee County for input into the Arlo software. Here are a couple of links for your viewing on the audit process.

<http://www.keweenawreport.com/news/local-news/secretary-of-state-benson-comments-on-risk-limiting-audit/>

and

https://www.michigan.gov/documents/sos/2020_News_Update_Newsletters_-_all_678312_7.pdf.

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

Mowing bids were collected (agenda item) last week and we're looking forward to spring already. We currently have a tree removal project out for bid as well. The trees to be removed are along the proposed DNR trail route. Bidding that work separately from the Trail Project allows us more flexibility with regard to schedule limitations when using Federal and State funding.

With in-person school back in session we'll continue to focus on snow removal and road salting. As a reminder, please respect the snow plows when you see them on the road. Our number one goal is to provide safe roadways for users. Please have patience and allow extra space when sharing the road with the snow removal equipment.

We've been working with truck and equipment suppliers to finalize the cost for a new dump truck. It will be equipped with snow removal capabilities and will be able to perform other duties outside of the winter months. Both of our current trucks are old (2002 and 2004) and are at the end of their lives. They require significant maintenance

costs to keep them operational. This cost has been budgeted however due to lead times delayed by COVID it's anticipated that the truck won't be complete until late this year or early 2022.

✓ **TREASURER UPDATE (Update)**

Payments for taxes and utility bills continue to keep the front office staff busy with a utility billing due date of January 26th. Staff has continued to work on various office projects and process utility billing payment arrangements and property transfer affidavits. The annual review of vendors being issued 1099's has been completed and the forms should be printed and in the mail ahead of the January 31st requirement. The mid-year budget adjustments were prepared for inclusion in the January 25, 2021, council packet. Work continues on revisions needed to the chart of accounts to align it with the new uniform chart of accounts approved by the Michigan Treasury Department in November 2020. 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

✓ **SPRINGBROOK HYDRANT (Update)**

We have a cost to relocate the Springbrook hydrant. The homeowners association (HOA) is considering whether they find this work worth the effort to contribute half of the cost. At this point, they indicated that they do not, so we will consider this matter closed unless council wishes to revisit this. If the HOA has a change of heart, I suspect they will request that the city council cover the other half of the expense and proceed.

Background: the water system in Springbrook was originally a private common area element of the association. At the request of the state regulatory agencies, the city took over the system about a decade ago. The city now owns, operates, and maintains the system. However, the city is not responsible for common area elements above or around the water system. The reason for this is that the construction of the system was not carried out to city standards. As such, the HOA is responsible for those features.

This brings us to the hydrant. The hydrant exists about two inches from an existing driveway. This is a preexisting conflict that is getting new attention. The driveway cannot reasonable be relocated or reduced, but the hydrant can. However, given the terms of operation, the city should not bear responsibility for the apparent conflict between the public system and a common area element.

With that said, the HOA has verbally inquired about the likelihood of sharing the burden. This is worth considering. As far as we can tell, this is the only such obvious conflict. Moving the hydrant certainly makes sense and can reduce a future repair on our end. However, expending such dollars to eliminate a common element conflict sets a bad precedent. Therefore, splitting the cost may be a good compromise. I will report what the HOA decides. Council will then be able to make a decision.

✓ **SEYMOUR ROAD SPEED STUDY (Business Item)**

A speed study was conducted by Metro on Seymour Road at the request of Mayor Krueger. This is something that many residents have advocated for, with the understanding that the speed limit and travel speed on Seymour used to be much higher, especially prior to the Oakview 4-way stop.

The problem with Seymour Road has a number of circumstantial causes. The first is the road width. The road was originally constructed to enable on street parking. However, the Transportation Improvement Program federal funds will not support such a use on a road eligible for federal funds. These 80% match dollars are essential to maintaining the road. As such, parking was eliminated in ~2006 during the last investment.

This change increased the design speed of the road by resulting in a very wide north bound lane and a wide road generally. The speed limit was reduced and stop signs added at Oakview to attempt to calm traffic. This had limited success. Folks still drive at higher speeds due to the road design, despite the residential setting and stops.

This has generated many complaints about speeding. However, it is unclear if the speeds are excessive per se or if the complaints are due to the speeds as related to the posted speed limit. For example, if folks are going 35 in a 25, do residents complain because 35 mph is too fast for the neighborhood as it relates to safety and noise OR is it only a concern because 35 is 10 mph over the posted speed. Put another way, if the posted speed was 35 and folks drove 35, would residents feel there was conformance and no issue to report or would they still have concerns related to the travel speed on its face.

Knowing all this, the study was conducted and results are included in the packet. Please take a look. In short, the 85 percentile speed is between 30 and 35 miles per hour. Based on best practice, we should consider posting a speed limit at 30 miles per hour, above the current 25 but below the 35 mph threshold that does not meet the 85% benchmark. Doing so will certainly increase conformance and a degree of consistency among road users. The downside is that it may yield yet faster speeds as drivers push or exceed the new limit.

While it is unclear if the new speed will generate further complaints or satisfy a public that regards the current speed as artificially low, this move should maintain the safety of the road and conform with speed determining best practices. Chief Bade and Mr. Harris support the change.

Lastly, as eluded to at the beginning, we need to take hard look at the future and function of Seymour Road when it is next due for major rehabilitation or reconstruction (~6 years). We have the option to increase or decrease design speed and alternative function through a number of means (narrowing the road through curb relocation, addition of bike lanes, lane reconfiguration, etc.). Once we decide how we believe Seymour should function, we can create a design to meet that end.

✓ **MOWING BIDS** (*Business Item*)

The city needs new mowing bids for the 2021 season and beyond. Mr. Harris bid the service in December and the results are included. Services for the past couple cycles have been performed by a local company, Lawn Kings. This company has had good

years and bad in terms of their capacity to perform at expectations. However, their pricing is very low. The 2020 season went well. Though their service is not remarkable, it has done the job.

Lawn Kings is once again the low bid, by a substantial margin of about 25% per cut. Ace comes in second, with a margin closer than in years past. Ace certainly brings a large capacity and reputation to the table. All things considered. I see no reason to reject the low bid, despite lackluster performance in past years. Moving forward, the bigger issue is whether we seek to mow more than once per week, a large consideration no matter which contractor is chosen. Weather, in most cases, is the determining factor when it comes to mowing more than once per week. If we have drought conditions tall weeds still need to be mowed. If we have wet conditions some areas can't be mowed (i.e. Elms Park). Having a contractor who can be flexible is the key to success since weather can vary through the mowing season.

A resolution is included to accept the low bid. Council can reject the low bid and choose another contractor. There certainly has been some thought of doing so given some of the past performance issues. However, I think the current service is reasonable to continue for the price. Note that the Lawn Kings bid is in line with inflationary increases over their previous bid.

✓ **ENGINEERING IN-KIND SERVICES (Update)**

We have been tracking some of Mr. Harris' duties as it relates to in-house engineering services. This will help us better understand the types of jobs he is routinely doing or might be able to do that will reduce our billable professional service hours. While it is difficult to ascertain exactly how many billable hours we are avoiding, thereby reducing expenses, we do know where he is spending much of his time as it relates to such matters. A summary of the last year, puts some of those efforts here:

- USDA water main project – 80 hours
- Tree Removal Bid Spec – 4 hours
- Morrish Road Drainage – 10 hours
- MDNR Trail Easements – 90 hours
- MDNR Trail design assistance – 20 hours
- SRTS Easements/authorizations – 25 hours
- DWAM grant application – 4 hours
- Sanitary sewer district 3 easements – 20 hours
- GIS plan review and related tasks– 100 hours
- Morrish Sidewalk Grades – 3 hours
- Heritage Paving – 8 hours
- Pavement Marking Bid – 4 hours
- Preventative Maintenance Bid – 2 hours (just started)
- Springbrook materials review – 8 hours
- SC Schools project – 10 hours
- Storage site review – 1 hour

Again, this time does not reflect billable hours reduced. However, based upon past experience and the comments from contractors and consultants, we do know that his

time in the field as a field engineer IS reducing such hours from our consultant engineers. This time is generally billed at the rate of \$150/hour for this level of work.

I can also attest that some of these projects are more directly related to billable hours that we have incurred in the past, some formally through council approved bids. Such efforts include the Morrish Road Drainage, MDNR trail design assistance, DWAM grant application, Heritage paving, preventative maintenance bid, and the Springbrook materials review. It is fair to say that much of this time is direct savings.

In addition, we have the less tangible benefit of having a certified engineer engaging in tasks that would otherwise be completed by a less qualified staff person under other circumstances. Much of the USDA efforts certainly fall into this category.

✓ **WASTE BIDS (Update)**

Our contract with Republic expires July 1, 2021. We are seeking new bids for full refuse, recycling, and yard waste. We are also seeking bids for both automated and traditional/manual collection methods. As council is aware, we have had a tough time managing the rising complaints from the service performed by Republic. It is unclear if the automated service is playing a role or if other factors are in play. There is clear evidence for both. As such, we are seeking both to compare side-by-side.

Bids are available to be viewed if requested. We are aware of four bid holders at the moment, including Republic. However, bid specifications have not been posted publicly. This ensures that we maintain a comprehensive bid list for the purposes of communicating addendums.

Bids are due back on February 24th. Once in, we will communicate the results to the city council. The council can choose to select one or set a more rigorous review process to determine the award.

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

The mid-year budget adjustments reflect changes in revenue and expenditure projections for fiscal year ending June 30, 2021. During the year council has passed resolutions that change the budgeted amounts relating to specific projects and purchasing needs. This mid-year adjustment gives the administration an opportunity to make changes to the original budgeted amounts based on updated information.

There is a heading for each fund followed by the revenue changes then the expenditure changes. At the end of each fund section is the total for that fund including all accounts, not just those requiring adjustments. Many of the adjustments have a brief explanation in the far right column.

General Fund

Revenue is most greatly impacted by the return of a budget surplus from the Swartz Creek Area Fire Department. In lieu of August 2020 revenue sharing from the State, Coronavirus relief funding was provided to the governmental units. The City had to submit a plan and spend those dollars by the end of December 2020 and certify completion. Following the established guidelines, these dollars were spent on upgrades in technology for the council chambers and equipment needed for

employees who could work from home along with additional expenses incurred to supply PPE. The Clerk also applied for and received a grant to assist with election expenses due to the pandemic.

Expenditures that increased include legal counsel for public safety and the rental of additional space for precincts in the August Primary Election and November Presidential Election to ensure that CDC and State election protocols were met during the pandemic.

Major Street Fund

The only revenue adjustment for mid-year is the transfer in of money from General Fund to cover Major Street Fund's portion of the Coronavirus Relief Local Government Grant (CRLGG).

Expenditures included an increase to equipment rental costs from the Motor Pool Fund and payment of an invoice from the State of Michigan for the Morrish Road Bridge Project after they conducted an internal review of the closed project.

Local Street Fund

Revenue in the form of a transfer in from the Major Street Fund was inadvertently omitted from the original budget. The transfer out of the Major Street Fund was in the original budget so no adjustment was needed in that fund.

The majority of the adjustments to the remaining Funds were to recognize transfers in from General Fund to reimburse for CRLGG expenses and increases to the original budget to cover those expenses.

✓ **APPOINTMENT (*Business Item*)**

Due to a conflict with the Park Board, Mrs. Fountain is not able to attend Small City's meetings. The Mayor is looking to appoint Mr. Henry as alternate. A resolution is included.

✓ **FIRE DEPARTMENT SERVICES (*Update*)**

The fire board has created a new position that will require affirmation by the city council to be active. I will have this on the February 8 agenda. In addition, I just learned that the department is considering medical runs. I do not have information on exactly how this would function or its impact, but it appears the chief may be presenting at the next meeting on this matter as well. Stay tuned.

Council Questions, Inquiries, Requests, Comments, and Notes

In Person Meetings: The mandates and Open Meetings Act provisions have been extended, the later through March. I see no end in sight.

Winchester Village Soil Erosion: We are checking with the county to see if we can remove the filters from construction zone basins.

Notable Code Issues: Our attorney is pushing a court date as quickly as possible on the Miller Road camping; we hope to have demolition permits for the homes on Miller by Elms that are blighted soon; we are working on the two unpermitted signs on Miller (Letavis & Burkeshire).

Arby's Sign: I spoke with our building official. We would need structural engineers to inspect these poles. This is not something we can readily afford, nor is it observed in other municipalities. It appears we witnessed a very rare and unfortunate occurrence that I do not expect to repeat.

School: Kids are back!

**City of Swartz Creek
RESOLUTIONS
Virtual Regular Council Meeting, Monday, January 25, 2021, 7:00 P.M.**

Motion No. 210125-4A **MINUTES – January 11, 2021**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, January 11, 2021, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 210125-4B **CLOSED SESSION MINUTES – March 9, 2020**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Closed Session Council Meeting held Monday, March 9, 2020, to be placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 210125-4C **CLOSED SESSION MINUTES – October 26, 2020**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Closed Session Council Meeting held Monday, October 26, 2020, to be placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 210125-4D **CLOSED SESSION MINUTES – January 11, 2021**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Closed Session Council Meeting held Monday, January 11, 2021, to be placed on file.

Second by Councilmember: _____

Voting For: _____
Voting Against: _____

Motion No. 210125-5A **AGENDA APPROVAL**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of January 25, 2021, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____
Voting Against: _____

Motion No. 210125-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of January 25, 2021, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____
Voting Against: _____

Resolution No. 210125-8A **RESOLUTION TO APPROVE TRAFFIC CONTROL ORDER NUMBER 178, TO SET THE SPEED LIMIT FOR SEYMOUR ROAD TO 30 MILES PER HOUR**

Motion by Councilmember: _____

WHEREAS, the city owns and operates a system of major and local streets, including traffic control devices; and

WHEREAS, Chapter 18, Article II of the Swartz Creek City Charter adopts the provisions of the Michigan Manual on Uniform Traffic Control Devices, 2009 Edition; and

WHEREAS, Section 1A.08 of the Michigan Manual on Uniform Traffic Control Devices, 2009 Edition grants local control of the regulation of traffic devices; and

WHEREAS, the street administrator and staff from the Metro Police Department of Genesee County recommend that the speed limit on Seymour Road be set at 30 MPH.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek approve Traffic Control Order #178 as a permanent order and direct the staff to place and/or remove signs in accordance with the MUTCD.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 210125-8B

RESOLUTION TO APPROVE MID-YEAR BUDGET ADJUSTMENTS

Motion by Councilmember: _____

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

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

WHEREAS, the City Council has reviewed the City’s 2020 – 2021 Revenue and Expenditure Report through December, and finds that it is not in deficit; however, certain department activity line items may be in deficit; and

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

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

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

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

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 210125-8C

RESOLUTION TO APPROVE 2021-2023 MOWING SERVICES BID AWARD

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek sought sealed bids for the mowing of city-owned properties in 2021, for services to be provided through January 2024; and

WHEREAS, Lawn Kings is the low bidder at a price of \$865 per routine city-wide cut; and

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR (VIRTUAL) COUNCIL MEETING
DATE 1/11/2021**

The virtual 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, Director of Public Services Andy Harris. City Attorney Chris Stritmatter.

Others Present: Lania Rocha.

APPROVAL OF MINUTES

Resolution No. 210111-01 **(Carried)**

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the amended Minutes of the Regular Council Meeting held Monday December 14, 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. 210111-02 **(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 January 11, 2021, 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. 210111-03

(Carried)

Motion by Councilmember Farmer
Second by Councilmember Henry

I Move the Swartz Creek City Council accept the City Manager’s Report of January 11, 2021, 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:

RESOLUTION TO APPROVE AN ORDINANCE, ORDINANCE 451 TO AMEND PART II SECTION 19-32 OF THE ORDINANCE, BACKFLOW CONNECTION AND CROSS CONNECTION CONTROL

Resolution No. 210111-04

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Farmer

WHEREAS, to remain compliant to the Safe Drinking Water Act of 1976, PA 339, the City of Swartz Creek instituted a Cross Connection Control and Compliancy Program, and solicited and awarded sealed bids to HydroCorp of Troy, Michigan to implement the program, and;

WHEREAS, it is mandatory for the City to continue the program in order to remain compliant with the Act and MI-DEQ Regulations, and;

WHEREAS, additional guidance from the Michigan Department of Environment, Great Lakes, and Energy requires that the city expand its cross connection control program to residential users, and;

WHEREAS, the City of Swartz Creek has retained HydroCorp to commence residential inspections, necessitating an ordinance update to Section 19-32 “Testing”.

NOW, THEREFORE, THE CITY OF SWARTZ CREEK ORDAINS.

**CITY OF SWARTZ CREEK
ORDINANCE NO. 451**

An ordinance to amend Part II of the Code of Ordinances by adding, removing and replacing Section 19-32, entitled "Backflow prevention and cross connection control"

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Amendment of Part II, removal and replacement of Section 19.32 of the Code of Ordinances.

The City hereby amends Part II of the Code of Ordinances of the City of Swartz Creek by Removing Section 19-32 in its entirety and replacing it with Section 19-32, entitled "Backflow prevention and cross connection control" to read as follows:

Sec. 19-32. - Backflow prevention and cross connection control.

- (a) *Introduction.* The intent of this section is to establish a program for the identification, detection and elimination of unprotected cross connections within the public water supply system in order to prevent contamination of the city's public potable water supply from the backflow or back-siphonage of non-potable sources of water or water borne contaminants or pollutants. This section provides guidelines for the proper use of backflow prevention devices, and identifies facilities where the potential for cross connections and the backflow of contaminants will require the use of approved backflow prevention devices.

No physical connection shall be installed or maintained between lines carrying a public potable water supply and pipes, pumps or tanks supplied from or with the potential of being supplied from any non-potable source. Where dual supplies are necessary or desired, lines carrying water from the public water supply system shall be protected against back flow of polluted or contaminated water by means of approved backflow, back-pressure, or back-siphonage devices.

- (b) *Adoption by reference.* The city hereby adopts by reference the water cross connection rules of the State of Michigan, being Rules 325.11401 through 325.11407 of the Michigan Administrative Code ("Rules"), and the City of Swartz Creek Cross Connection Control Program ("program") as prepared by the City of Swartz Creek Department of Public Services and dated October 9, 2001, two copies of which rules and program shall be maintained on file with the city clerk and be available for public inspection during all regular office hours of the city. Any person or firm violating any of the provisions of the rules or the program shall, except as otherwise provided by law, be subject to the penalties and sanctions provided for in this Code.

- (c) *Inspections.* It shall be the duty of the city to cause inspections to be made of all properties served by the public water supply where cross connections with the public water supply are deemed possible. The frequency of inspections and follow-up inspections based on potential health hazards involved shall be as provided for in and as authorized by the rules and the program.
- (d) *Right to enter.* As provided for in the rules and the program and as permitted by law, duly authorized employees and/or representatives of the city shall have the right to enter, at any reasonable time, any property served by a connection to the public water supply system of the city for the purpose of inspecting the piping system or water supply system thereof for cross connections.
- (e) *Cross connections in violation of this division.* As provided for in the rules and the program and as permitted by law, the city is authorized and directed, after providing reasonable notice thereof, to discontinue water service to any property wherein any connection in violation of this division exists, and to take such other precautionary measures deemed necessary to eliminate any danger of contamination of the public water supply system. Water service to such property shall not be restored until cross connections have been eliminated in compliance with the provisions of the rules, the program and this division.
- (f) *Potable water system to be protected from contamination.* The potable water supply made available on the properties served by the public water supply shall be protected from possible contamination as specified by this division and by the state and city plumbing code. Any water outlet which could be used for potable or domestic purposes and which is not supplied by the potable system must be labeled in a conspicuous place as:

"WATER UNSAFE
FOR DRINKING"
- (g) *Testing.* That all testable backflow prevention assemblies shall be tested initially upon installation, relocation and/or repair to be sure that the assembly is working properly. Subsequent testing of assemblies shall be on an annual basis or as required by the City and in accordance with State of Michigan requirements. Only individuals that hold an active ASSE 5110 tester's certification shall be qualified to perform such testing. That individual(s) shall certify the results of his/her testing.
- (h) *This division supplementary to state plumbing code.* This division does not supersede the state plumbing code, but is supplementary to it.
- (i) *Violations of this division a misdemeanor.* Any person or customer found guilty of a violation of any of the provisions of this division or any written order of the city department of public services, in pursuance thereof, shall be deemed guilty of a misdemeanor.

Section 2. Effective date.

This Ordinance shall take effect twenty (20) days following publication.

At a regular meeting of the City Council of Swartz Creek held on the 11th day of January, 2021, Councilmember Hicks moved for adoption of the ordinance and Councilmember Farmer supported the motion.

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

The Mayor declared the ordinance adopted.

David Krueger
Mayor

Connie Olger
Clerk

CERTIFICATION

The foregoing is a true copy of Ordinance No. 451 which was enacted by the Swartz Creek City Council at a regular meeting held on the 11th day of January, 2021.

Connie Olger
City Clerk

Discussion Ensued.

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

**RESOLUTION TO PROVIDE PARTIAL RELIEF TO THE SWARTZ CREEK
COMMUNITY SCHOOLS FOR CHARGES RELATED TO WATER AND SEWER
CONNECTIONS FOR AN EXISTING SCHOOL**

Resolution No. 210111-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Farmer

WHEREAS, the City of Swartz Creek has historically required connection charges to be paid when new users connect or expand upon connections to water and/or sewer infrastructure within the city; and

WHEREAS, Syring Elementary, located at 5300 Oakview Drive, has been connected to the system for over 50 years; and

WHEREAS, a lack of a record is not indicative of a lack of a permit to connect due to the city's recent incorporation in 1959 and subsequent management of the private sewer system within Winchester Village; and

WHEREAS, the Swartz Creek Community Schools (SCCS) have undertaken a bond for district improvements, resulting in a small expansion to Syring School, further requiring review by local building agencies and the Genesee County Drain Commission Water and Waste Services Office, among others; and

WHEREAS, the current digital record indicates that Syring had only two Residential Equivalent Units assigned; however, the county audit indicated that the facility should be set at 30 REU's; and

WHEREAS, the GCDC-WWS invoiced the school for the additional 28 units of water and 28 units of sewer per its County Capital Improvement Fee (CCIF) policy, an amount of \$56,000; and

WHEREAS, the City of Swartz Creek issued charges for the same number of units in accordance with our own fee schedule, an amount equal to \$84,000 (\$1,500 per REU water and \$1,500 per REU sewer); and

WHEREAS, the City Council finds that is much more likely than not that the school has been permitted to connect to the sewer system in the past in accordance with connection charges that existed at the time; and

WHEREAS, the school has paid lower than normal quarterly charges for sewer as a result of this error, the billable amount of which is estimated to be \$8,005.92; and

WHEREAS, the City of Swartz Creek City Council desires to maintain a system of charges and fees that is fairly and equally applied, in which customers are not unbilled without cause nor overbilled.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek hereby reduces the amount of sewer units to be billed to the SCCS to 7, down from 28, thereby reducing the amount owed to \$10,500.

BE IT FURTHER RESOLVED, the City of Swartz Creek hereby reduces the amount of water units to be billed to the SCCS to 7, down from 28, thereby reducing the amount owed to \$10,500.

Discussion: This only applies to connection fees.

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

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE THE MORRISH ROAD PRELIMINARY ENGINEERING CONTRACT

Resolution No. 210111-06

(Carried)

Motion by Councilmember Pinkston

Second by Councilmember Farmer

WHEREAS, the city submitted a resurfacing project for Morrish Road to the Genesee County Metropolitan Planning Commission for approval in the Traffic Improvement Program; and

WHEREAS, the project was approved for construction during the 2022 season, with allocations of funds and cost sharing as outlined herein; and

<u>Road</u>	<u>Point of Beginning</u>	<u>Point of End</u>	<u>Total Cost</u>	<u>Federal Match</u>	<u>Local Match</u>
Morrish	Bristol	Miller	\$1,054,575	\$843,660	\$210,915

WHEREAS, the city needs to select a professional engineer to perform preliminary engineering design work for this project; and

WHEREAS, the city is NOT required to have a federally pre-qualified engineer perform the service because the preliminary engineering cost is under \$100,000; and

WHEREAS, OHM Advisors IS a federally pre-qualified engineer, and they submitted a proposal to perform the engineering service as stipulated and qualified by the Traffic Improvement Program; and

WHEREAS, the city finds OHM Advisors to be a qualified firm performing a professional service.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek approve the design engineering proposal by OHM Advisors as dated December 11, 2020 and included in the January 11, 2021 city council packet, in the amount of \$75,700 for Morrish Road.

BE IT FURTHER RESOLVED the City of Swartz Creek authorizes and directs the Mayor to execute this proposal on behalf of the city.

Discussion Ensued.

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

A RESOLUTION TO AUTHORIZE FAIR MARKET VALUE OFFERS TO TWO OWNERS THAT POSSESS PROPERTY REQUIRED TO CONSTRUCT THE GENESEE VALLEY TRAIL EXTENSION AND RELATED SAFE ROUTES TO SCHOOL PATHS

Resolution No. 210111-07

(Carried)

Motion by Councilmember Henry
Second by Mayor Pro Tem Hicks

WHEREAS, the City of Swartz Creek has formally planned for, acquired funds for, and intends to construct an extension of the Genesee Valley Regional Trail as well as a connected Safe Routes to School lateral, and

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

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

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

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

WHEREAS, some permanent easements have not yet been acquired through donation or good faith offers acquisition, and

WHEREAS, the properties that still require such easements include 0.05 acres located at 5420 Miller Road and 0.94 acres located at 6060 Bristol Road, and

WHEREAS, the city has retained the services of a highly qualified and certified appraisal to determine the fair market value for the easement areas identified.

THEREFORE, BE IT RESOLVED that the City of Swartz Creek authorizes city staff and the city attorney to make good faith offers to obtain the easements in

question in accordance with the values identified in the appraisals performed by Integra Realty Resources, said values being \$1,350 for the easement over 5420 Miller and \$25,380 for the easement over General Motors property.

BE IT FURTHER RESOLVED that the City Manager shall bring forth purchase instruments related to the easement acquisitions to the city council for review or otherwise report the disposition of the owners upon the good faith offers.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE THE CITY CDBG ALLOCATION

Resolution No. 210111-08

(Carried)

Motion by Councilmember Fountain

Second by Councilmember Henry

WHEREAS, the City of Swartz Creek City Council receives an allocation of Community Development Block Grant Funds from Genesee County on a three year cycle, with the next allocation expected to be \$42,025; and

WHEREAS, applications are now being accepted for service projects and construction projects; and,

WHEREAS, projects must meet specific criteria as noted on the pre-application forms, including expenditure in low/moderate income areas, or serving a low/moderate income population while accomplishing a national objective; and,

WHEREAS, the funds for services can equal up to 15% of the three year allocation for approved and eligible purposes; and,

WHEREAS, the city council held a public hearing on November 9, 2020 to hear public comment related to the use of such funds,

NOW, THEREFORE, BE IT RESOLVED THAT the Swartz Creek City Council dedicate 15% of the three year Community Development Block Grant Distribution, an amount estimated to be \$6,303.75, to support services, including labor, at the Swartz Creek Area Senior Center, Inc., a recognized non-profit senior citizens center located at 8095 Civic Drive, Swartz Creek, MI 48473.

BE IT FURTHER RESOLVED THAT the Swartz Creek City Council dedicate 85% of the three year Community Development Block Grant Distribution, an amount estimated to be \$37,721.25, to support the improvement of sidewalks downtown.

BE IT FURTHER RESOLVED THAT the Swartz Creek City Council approves the applications for funding as included on Genesee County Planning Commission applications as included in the January 11, 2021 city council packet.

Discussion Ensued.

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

CLOSED SESSION TO STRATEGIZE WITH THE CITY ATTORNEY (ROLL CALL VOTE)

Resolution No. 210111-09

(Carried)

Motion by Councilmember Farmer
Second by Councilmember Gilbert

WHEREAS, the City of Swartz Creek City Council and City Attorney desire to consider options related to potential/pending litigation, and;

WHEREAS, the MCL 15.268(e) permits a governing body to enter a closed session to consult with the city attorney regarding a trial or settlement strategy in connection with pending litigation, finding that an open meeting would have a detrimental financial effect on the settlement position of the city.

NOW THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council exit the regular session of the city council and enter into a closed session for the purpose of discussion with the city attorney.

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

RESOLUTION TO SETTLE MEDIATION

Resolution No. 210111-10

(Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Mayor to execute settlement in the Hajdino case of the amount stated.

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

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Henry wanted an update on erosion control removal. Mr. Zettel responded he will have update next meeting.

Councilmember Fountain wanted to know if we will be able to meet in City Hall next meeting now with the new equipment installation. Mr. Zettel responded no.

Mayor Pro Tem Hicks commented the Women’s Club donated \$200 to Metro Police for the canine unit.

Councilmember Gilbert everyone stay healthy, happy and have a better new year than last year and stay safe.

Mayor Krueger Happy New year to everyone and hope to soon be able to get together in person.

ADJOURNMENT

Resolution No. 210111-11

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Farmer

I Move the Swartz Creek City Council adjourn the regular council meeting of January, 11, 2021, at 8:25 p.m. and set Zoom as the venue for the next regularly Scheduled council meeting of January 25, 2021.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK
PERIOD ENDING 12/31/2020

GL NUMBER	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund					
000.000 - General	2,322,610.27	2,322,610.27	1,928,576.08	394,034.19	83.03
215.000 - Administration and Clerk	40.00	40.00	0.40	39.60	1.00
262.000 - Elections	0.00	0.00	5,000.00	(5,000.00)	100.00
301.000 - Police Dept	4,100.00	4,100.00	4,257.00	(157.00)	103.83
336.000 - Fire Department	0.00	0.00	40,883.00	(40,883.00)	100.00
345.000 - PUBLIC SAFETY BUILDING	25,050.00	25,050.00	8,305.54	16,744.46	33.16
410.000 - Building & Zoning & Planning	65,200.00	65,200.00	31,733.04	33,466.96	48.67
444.000 - Sidewalks	900.00	900.00	0.00	900.00	0.00
448.000 - Lighting	9,870.00	9,870.00	3,860.76	6,009.24	39.12
523.000 - Grass, Brush & Weeds	4,500.00	4,500.00	2,770.00	1,730.00	61.56
694.000 - Community Development Block Grant	33,300.00	33,300.00	0.00	33,300.00	0.00
728.005 - Holland Square Streetscape	40,000.00	40,000.00	40,000.00	0.00	100.00
782.000 - Facilities - Abrams Park	140.00	140.00	140.00	0.00	100.00
783.000 - Facilities - Elms Rd Park	6,700.00	6,700.00	3,180.00	3,520.00	47.46
790.000 - Facilities-Senior Center/Libr	6,200.00	6,200.00	2,000.02	4,199.98	32.26
794.000 - Community Promotions Program	0.00	0.00	1,000.00	(1,000.00)	100.00
931.000 - Transfers IN	0.00	0.00	10,574.22	(10,574.22)	100.00
TOTAL REVENUES	2,518,610.27	2,518,610.27	2,082,280.06	436,330.21	
000.000 - General	14,160.00	14,160.00	6,820.74	7,339.26	48.17
101.000 - Council	22,585.73	22,585.73	14,999.83	7,585.90	66.41
172.000 - Executive	109,424.96	252,233.81	201,566.97	50,666.84	79.91
215.000 - Administration and Clerk City Council Packet	36,221.00 42	36,221.00	13,632.52	22,588.48 January 25, 2021	37.64

GL NUMBER	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	AVAILABLE BALANCE	% BDGT USED
228.000 - Information Technology	15,875.00	15,875.00	15,001.50	873.50	94.50
247.000 - Board of Review	3,658.85	3,658.85	645.89	3,012.96	17.65
253.000 - Treasurer	93,323.00	93,323.00	49,983.91	43,339.09	53.56
257.000 - Assessor	47,959.00	47,959.00	17,109.67	30,849.33	35.68
262.000 - Elections	47,202.00	47,202.00	36,499.34	10,702.66	77.33
266.000 - Legal Council	14,000.00	14,000.00	7,575.00	6,425.00	54.11
301.000 - Police Dept	7,900.00	7,900.00	11,775.90	(3,875.90)	149.06
301.266 - Legal Council PSFY	5,000.00	5,000.00	8,418.36	(3,418.36)	168.37
301.851 - Retiree Employer Health Care PSFY	19,670.00	19,670.00	10,679.19	8,990.81	54.29
334.000 - Metro Police Authority	1,019,475.00	1,019,475.00	507,422.00	512,053.00	49.77
336.000 - Fire Department	206,650.00	206,650.00	76,377.54	130,272.46	36.96
345.000 - PUBLIC SAFETY BUILDING	39,132.39	88,822.39	65,701.35	23,121.04	73.97
410.000 - Building & Zoning & Planning	128,884.00	128,884.00	41,327.02	87,556.98	32.07
444.000 - Sidewalks	1,200.00	1,200.00	0.00	1,200.00	0.00
448.000 - Lighting	105,000.00	105,000.00	41,553.57	63,446.43	39.57
523.000 - Grass, Brush & Weeds	1,200.00	1,200.00	550.00	650.00	45.83
694.000 - Community Development Block Grant	33,300.00	33,300.00	0.00	33,300.00	0.00
728.000 - Economic Development	0.00	0.00	55.91	(55.91)	100.00
780.500 - Mundy Twp Park Services	0.00	0.00	330.72	(330.72)	100.00
781.000 - Facilities - Pajtas Amphitheat	1,468.00	1,468.00	986.91	481.09	67.23
782.000 - Facilities - Abrams Park	37,785.87	37,785.87	16,085.14	21,700.73	42.57
783.000 - Facilities - Elms Rd Park	80,732.00	80,732.00	30,549.93	50,182.07	37.84
784.000 - Facilities - Bicentennial Park	1,324.00	1,324.00	372.24	951.76	28.11
786.000 - Non-Motorized Trailway	30,000.00	55,430.00	21,897.50	33,532.50	39.50
787.000 - Veterans Memorial Park	2,840.00	2,840.00	2,095.49	744.51	73.78

GL NUMBER	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	AVAILABLE BALANCE	% BDGT USED
788.000 - Disc Golf Park	10,000.00	10,000.00	0.00	10,000.00	0.00
790.000 - Facilities-Senior Center/Libr	36,620.58	36,620.58	11,729.39	24,891.19	32.03
793.000 - Facilities - City Hall	19,802.88	19,802.88	7,215.28	12,587.60	36.44
794.000 - Community Promotions Program	50,059.00	50,059.00	22,369.78	27,689.22	44.69
796.000 - Facilities - Cemetary	1,901.70	1,901.70	851.09	1,050.61	44.75
797.000 - Facilities - City Parking Lots	5,600.00	8,890.00	1,396.63	7,493.37	15.71
851.000 - Retired Employee Health Care	25,900.00	25,900.00	8,240.37	17,659.63	31.82
965.000 - Transfers Out	175,367.50	175,367.50	180,330.61	(4,963.11)	102.83
TOTAL EXPENDITURES	2,451,222.46	2,672,441.31	1,432,147.29	1,240,294.02	
Fund 101 - General Fund:					
TOTAL REVENUES	2,518,610.27	2,518,610.27	2,082,280.06	436,330.21	82.68
TOTAL EXPENDITURES	2,451,222.46	2,672,441.31	1,432,147.29	1,240,294.02	53.59
NET OF REVENUES & EXPENDITURES	67,387.81	(153,831.04)	650,132.77	(803,963.81)	
Fund 202 - Major Street Fund					
000.000 - General	450,475.00	450,475.00	189,524.14	260,950.86	42.07
441.000 - Miller Rd Park & Ride	5,000.00	5,000.00	421.96	4,578.04	8.44
474.000 - Traffic Services	0.00	0.00	364.36	(364.36)	100.00
478.000 - Snow & Ice Removal	2,400.00	2,400.00	0.00	2,400.00	0.00
931.000 - Transfers IN	0.00	0.00	240.41	(240.41)	100.00
TOTAL REVENUES	457,875.00	457,875.00	190,550.87	267,324.13	
228.000 - Information Technology	1,000.00	1,000.00	505.66	494.34	50.57
441.000 - Miller Rd Park & Ride	5,058.24	5,058.24	1,569.20	3,489.04	31.02
448.000 - Lighting	15,000.00	58,330.00	43,330.00	15,000.00	74.28
449.500 - Right of Way - General	10,000.00	10,000.00	4,215.00	5,785.00	42.15
449.501 - Right of Way - Storms	20,000.00	20,000.00	2,002.19	17,997.81	10.01
451.102 - Morrish Rd Bridge Reconstruction	0.00	0.00	609.06	(609.06)	100.00

GL NUMBER	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	AVAILABLE BALANCE	% BDGT USED
452.100 - Safe Routes to School Grant	0.00	83,200.00	0.00	83,200.00	0.00
453.105 - Fairchild-Cappy to Miller TIP	0.00	7,475.00	7,473.39	1.61	99.98
463.000 - Routine Maint - Streets	158,025.87	158,025.87	26,570.03	131,455.84	16.81
463.307 - Oakview - Seymour to Chelmsford	50,000.00	399,089.92	399,087.14	2.78	100.00
463.308 - Winston - Oakview to Chesterfield	20,000.00	36,245.21	36,243.03	2.18	99.99
473.000 - Routine Maint - Bridges	1,000.00	1,000.00	0.00	1,000.00	0.00
474.000 - Traffic Services	40,202.00	56,021.08	21,014.85	35,006.23	37.51
478.000 - Snow & Ice Removal	81,307.00	81,307.00	3,408.24	77,898.76	4.19
482.000 - Administrative	17,762.00	17,762.00	7,178.01	10,583.99	40.41
538.500 - Intercommunity storm drains	12,500.00	12,500.00	1,125.19	11,374.81	9.00
965.000 - Transfers Out	100,000.00	100,000.00	100,000.00	0.00	100.00
TOTAL EXPENDITURES	531,855.11	1,047,014.32	654,330.99	392,683.33	
Fund 202 - Major Street Fund:					
TOTAL REVENUES	457,875.00	457,875.00	190,550.87	267,324.13	41.62
TOTAL EXPENDITURES	531,855.11	1,047,014.32	654,330.99	392,683.33	62.49
NET OF REVENUES & EXPENDITURES	(73,980.11)	(589,139.32)	(463,780.12)	(125,359.20)	
Fund 203 - Local Street Fund					
000.000 - General	143,500.00	143,500.00	66,951.30	76,548.70	46.66
449.000 - Right of Way Telecomm	15,000.00	15,000.00	0.00	15,000.00	0.00
478.000 - Snow & Ice Removal	500.00	500.00	0.00	500.00	0.00
931.000 - Transfers IN	500,000.00	500,000.00	100,240.41	399,759.59	20.05
TOTAL REVENUES	659,000.00	659,000.00	167,191.71	491,808.29	
228.000 - Information Technology	1,000.00	1,000.00	505.66	494.34	50.57
429.000 - Occupational Safety	0.00	0.00	38.10	(38.10)	100.00
448.000 - Lighting	15,000.00	22,222.00	7,222.00	15,000.00	32.50
449.500 - Right of Way - General	22,500.00	22,500.00	1,580.00	20,920.00	7.02
449.501 - Right of Way - Storms	0.00	0.00	659.38	(659.38)	100.00

GL NUMBER	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	AVAILABLE BALANCE	% BDGT USED
463.000 - Routine Maint - Streets	285,870.05	285,870.05	73,279.74	212,590.31	25.63
463.107 - Chelmsford - Seymour to Oakview	50,000.00	283,127.23	283,109.41	17.82	99.99
463.108 - Oxford Court	55,000.00	133,428.95	133,405.74	23.21	99.98
474.000 - Traffic Services	20,006.00	20,130.20	5,748.98	14,381.22	28.56
478.000 - Snow & Ice Removal	68,999.00	68,999.00	2,571.10	66,427.90	3.73
482.000 - Administrative	20,319.75	20,319.75	5,383.44	14,936.31	26.49
538.500 - Intercommunity storm drains	10,000.00	10,000.00	1,125.19	8,874.81	11.25
TOTAL EXPENDITURES	548,694.80	867,597.18	514,628.74	352,968.44	
Fund 203 - Local Street Fund:					
TOTAL REVENUES	659,000.00	659,000.00	167,191.71	491,808.29	25.37
TOTAL EXPENDITURES	548,694.80	867,597.18	514,628.74	352,968.44	59.32
NET OF REVENUES & EXPENDITURES	110,305.20	(208,597.18)	(347,437.03)	138,839.85	
Fund 204 - MUNICIPAL STREET FUND					
000.000 - General	651,580.00	651,580.00	668,521.14	(16,941.14)	102.60
TOTAL REVENUES	651,580.00	651,580.00	668,521.14	(16,941.14)	
905.000 - Debt Service	167,917.11	167,917.11	12,893.97	155,023.14	7.68
965.000 - Transfers Out	500,000.00	500,000.00	0.00	500,000.00	0.00
TOTAL EXPENDITURES	667,917.11	667,917.11	12,893.97	655,023.14	
Fund 204 - MUNICIPAL STREET FUND:					
TOTAL REVENUES	651,580.00	651,580.00	668,521.14	(16,941.14)	102.60
TOTAL EXPENDITURES	667,917.11	667,917.11	12,893.97	655,023.14	1.93
NET OF REVENUES & EXPENDITURES	(16,337.11)	(16,337.11)	655,627.17	(671,964.28)	
Fund 226 - Garbage Fund					
000.000 - General	415,025.00	415,025.00	423,661.93	(8,636.93)	102.08
931.000 - Transfers IN	0.00	0.00	541.95	(541.95)	100.00
TOTAL REVENUES	415,025.00	415,025.00	424,203.88	(9,178.88)	
000.000 - General	10,036.75	10,036.75	10,036.75	0.00	100.00
101.000 - Council City Council Packet	3,169.93 46	3,169.93	2,706.68	463.25 January 25, 2021	85.39

GL NUMBER	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	AVAILABLE BALANCE	% BDGT USED
172.000 - Executive	7,850.00	7,850.00	4,325.99	3,524.01	55.11
215.000 - Administration and Clerk	3,735.00	3,735.00	2,118.58	1,616.42	56.72
228.000 - Information Technology	2,075.00	2,075.00	1,396.64	678.36	67.31
253.000 - Treasurer	15,705.00	15,705.00	9,134.99	6,570.01	58.17
257.000 - Assessor	800.00	800.00	0.00	800.00	0.00
528.000 - Sanitation Collection	292,202.58	292,202.58	133,404.81	158,797.77	45.65
530.000 - Wood Chipping	52,484.50	52,484.50	22,901.49	29,583.01	43.63
782.000 - Facilities - Abrams Park	9,092.00	9,092.00	4,686.63	4,405.37	51.55
783.000 - Facilities - Elms Rd Park	12,140.00	12,140.00	7,120.67	5,019.33	58.65
793.000 - Facilities - City Hall	4,045.09	4,045.09	1,724.13	2,320.96	42.62
TOTAL EXPENDITURES	413,335.85	413,335.85	199,557.36	213,778.49	
Fund 226 - Garbage Fund:					
TOTAL REVENUES	415,025.00	415,025.00	424,203.88	(9,178.88)	102.21
TOTAL EXPENDITURES	413,335.85	413,335.85	199,557.36	213,778.49	48.28
NET OF REVENUES & EXPENDITURES	1,689.15	1,689.15	224,646.52	(222,957.37)	
Fund 248 - Downtown Development Fund					
000.000 - General	66,962.00	66,962.00	50,320.39	16,641.61	75.15
728.004 - Family Movie Night	2,000.00	2,000.00	0.00	2,000.00	0.00
TOTAL REVENUES	68,962.00	68,962.00	50,320.39	18,641.61	
173.000 - DDA Administration	2,820.00	2,820.00	2,515.50	304.50	89.20
728.002 - Streetscape	40,945.00	40,945.00	40,000.00	945.00	97.69
728.004 - Family Movie Night	3,450.00	11,510.00	4,880.00	6,630.00	42.40
TOTAL EXPENDITURES	47,215.00	55,275.00	47,395.50	7,879.50	
Fund 248 - Downtown Development Fund:					
TOTAL REVENUES	68,962.00	68,962.00	50,320.39	18,641.61	72.97
TOTAL EXPENDITURES	47,215.00	55,275.00	47,395.50	7,879.50	85.74
NET OF REVENUES & EXPENDITURES	21,747.00	13,687.00	2,924.89	10,762.11	
Fund 350 - City Hall Debt Fund					
000.000 - General	7.00	7.00	2.60	4.40	37.14

GL NUMBER	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	AVAILABLE BALANCE	% BDGT USED
931.000 - Transfers IN	100,357.50	100,357.50	98,778.83	1,578.67	98.43
TOTAL REVENUES	100,364.50	100,364.50	98,781.43	1,583.07	
905.000 - Debt Service	101,117.50	101,117.50	3,058.75	98,058.75	3.02
TOTAL EXPENDITURES	101,117.50	101,117.50	3,058.75	98,058.75	
Fund 350 - City Hall Debt Fund:					
TOTAL REVENUES	100,364.50	100,364.50	98,781.43	1,583.07	98.42
TOTAL EXPENDITURES	101,117.50	101,117.50	3,058.75	98,058.75	3.02
NET OF REVENUES & EXPENDITURES	(753.00)	(753.00)	95,722.68	(96,475.68)	
Fund 402 - Fire Equip Replacement Fund					
000.000 - General	11.00	11.00	7.05	3.95	64.09
931.000 - Transfers IN	75,000.00	75,000.00	75,000.00	0.00	100.00
TOTAL REVENUES	75,011.00	75,011.00	75,007.05	3.95	
336.000 - Fire Department	3,500.00	3,500.00	0.00	3,500.00	0.00
TOTAL EXPENDITURES	3,500.00	3,500.00	0.00	3,500.00	
Fund 402 - Fire Equip Replacement Fund:					
TOTAL REVENUES	75,011.00	75,011.00	75,007.05	3.95	99.99
TOTAL EXPENDITURES	3,500.00	3,500.00	0.00	3,500.00	0.00
NET OF REVENUES & EXPENDITURES	71,511.00	71,511.00	75,007.05	(3,496.05)	
Fund 590 - Water Supply Fund					
000.000 - General	6,000.00	6,000.00	746.56	5,253.44	12.44
540.000 - Water System	2,226,000.00	2,226,000.00	1,117,190.73	1,108,809.27	50.19
931.000 - Transfers IN	0.00	0.00	2,316.60	(2,316.60)	100.00
TOTAL REVENUES	2,232,000.00	2,232,000.00	1,120,253.89	1,111,746.11	
000.000 - General	25,091.88	25,091.88	25,088.46	3.42	99.99
101.000 - Council	13,503.00	13,503.00	6,767.98	6,735.02	50.12
172.000 - Executive	29,826.00	29,826.00	16,247.02	13,578.98	54.47
215.000 - Administration and Clerk	19,583.00	19,583.00	7,484.59	12,098.41	38.22
228.000 - Information Technology	5,675.00	5,675.00	3,819.66	1,855.34	67.31

GL NUMBER	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	AVAILABLE BALANCE	% BDGT USED
253.000 - Treasurer	56,381.50	56,381.50	29,160.92	27,220.58	51.72
540.000 - Water System	2,037,955.66	2,037,955.66	631,453.64	1,406,502.02	30.98
542.000 - Read and Bill	51,475.00	51,475.00	10,787.24	40,687.76	20.96
543.230 - Water Main Repair USDA Grant	243,800.00	1,034,097.99	1,034,071.09	26.90	100.00
793.000 - Facilities - City Hall	10,289.20	10,289.20	4,245.67	6,043.53	41.26
905.000 - Debt Service	99,579.23	99,579.23	8,163.32	91,415.91	8.20
TOTAL EXPENDITURES	2,593,159.47	3,383,457.46	1,777,289.59	1,606,167.87	
Fund 590 - Water Supply Fund:					
TOTAL REVENUES	2,232,000.00	2,232,000.00	1,120,253.89	1,111,746.11	50.19
TOTAL EXPENDITURES	2,593,159.47	3,383,457.46	1,777,289.59	1,606,167.87	52.53
NET OF REVENUES & EXPENDITURES	(361,159.47)	(1,151,457.46)	(657,035.70)	(494,421.76)	
Fund 591 - Sanitary Sewer Fund					
000.000 - General	5,700.00	5,700.00	1,079.46	4,620.54	18.94
536.000 - Sewer System	1,267,000.00	1,267,000.00	658,456.71	608,543.29	51.97
931.000 - Transfers IN	0.00	0.00	2,316.59	(2,316.59)	100.00
TOTAL REVENUES	1,272,700.00	1,272,700.00	661,852.76	610,847.24	
000.000 - General	25,091.88	25,091.88	25,089.41	2.47	99.99
101.000 - Council	12,930.82	12,930.82	6,766.80	6,164.02	52.33
172.000 - Executive	29,964.00	29,964.00	15,979.33	13,984.67	53.33
215.000 - Administration and Clerk	18,433.00	18,433.00	7,484.80	10,948.20	40.61
228.000 - Information Technology	5,375.00	5,375.00	3,819.66	1,555.34	71.06
253.000 - Treasurer	55,919.00	55,919.00	29,160.49	26,758.51	52.15
536.000 - Sewer System	994,754.59	994,754.59	190,142.91	804,611.68	19.11
537.000 - Sewer Lift Stations	10,982.00	10,982.00	4,402.13	6,579.87	40.08
542.000 - Read and Bill	63,122.00	63,122.00	31,181.49	31,940.51	49.40
543.310 - Sewer District Rehabilitation	0.00	26,263.00	25,390.00	873.00	96.68
543.400 - Refine Existing Sewers	183,128.00	0.00	0.00	0.00	0.00

GL NUMBER	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	AVAILABLE BALANCE	% BDGT USED
543.401 - Flush & TV Sewers	90,000.00	90,000.00	14,058.00	75,942.00	15.62
793.000 - Facilities - City Hall	9,790.16	9,790.16	4,228.28	5,561.88	43.19
TOTAL EXPENDITURES	1,499,490.45	1,342,625.45	357,703.30	984,922.15	
Fund 591 - Sanitary Sewer Fund:					
TOTAL REVENUES	1,272,700.00	1,272,700.00	661,852.76	610,847.24	52.00
TOTAL EXPENDITURES	1,499,490.45	1,342,625.45	357,703.30	984,922.15	26.64
NET OF REVENUES & EXPENDITURES	(226,790.45)	(69,925.45)	304,149.46	(374,074.91)	
Fund 661 - Motor Pool Fund					
000.000 - General	234,250.00	234,250.00	67,682.13	166,567.87	28.89
931.000 - Transfers IN	0.00	0.00	895.82	(895.82)	100.00
TOTAL REVENUES	234,250.00	234,250.00	68,577.95	165,672.05	
172.000 - Executive	10,300.00	10,300.00	9,736.00	564.00	94.52
228.000 - Information Technology	1,070.00	1,070.00	629.52	440.48	58.83
253.000 - Treasurer	7,788.00	7,788.00	3,598.84	4,189.16	46.21
795.000 - Facilities - City Garage	386,681.00	386,681.00	75,548.19	311,132.81	19.54
TOTAL EXPENDITURES	405,839.00	405,839.00	89,512.55	316,326.45	
Fund 661 - Motor Pool Fund:					
TOTAL REVENUES	234,250.00	234,250.00	68,577.95	165,672.05	29.28
TOTAL EXPENDITURES	405,839.00	405,839.00	89,512.55	316,326.45	22.06
NET OF REVENUES & EXPENDITURES	(171,589.00)	(171,589.00)	(20,934.60)	(150,654.40)	

Board Chair
David Krueger

Chief of Police
Matthew Bade

Lieutenant
Joel Grahn

METRO POLICE AUTHORITY OF GENESEE COUNTY

5420 Hill 23 Drive
Flint, MI 48507
(810) 820-2190
(810) 877-6537-FAX
information@metropolicegc.org



Board Members

Cory Bostwick
Dennis Cramer
Rae Lynn Hicks
Tonya Ketzler
Vane King
David Witter

Metro Police Authority Police Protection Unit Report- Q4 2020

The Swartz Creek Police Protection Unit calculation for Q4, 2020 is as follows:

$3081 \text{ (hours/PPUs)} / 13 \text{ weeks} = 237 \text{ (hours/PPUs) averaged per week.}$



Metro Police Authority of Genesee County

5420 Hill 23 Drive, Flint, MI 48507

(810) 820-2190

01-04-2021

Chief Bade,

Pursuant to your request for a speed study, I placed two radar speed signs on Seymour Rd. One was placed on Seymour Rd. north of Oakview Dr. This sign was placed to capture data from vehicles traveling southbound on Seymour Rd. A second sign was placed on Seymour Rd. south of Chelmsford Dr. This sign was placed to capture data from vehicles traveling northbound on Seymour Rd. Both signs were placed in a manner designed to capture data from vehicles traveling at a consistent speed, unaffected by vehicles slowing for traffic control devices (stop sign) or accelerating from a stop. The posted speed limit in both locations is 25 mph.

SPEED DATA:

Five weeks of data (seven days per week) between 09-20-20 and 11-30-20 were selected to be analyzed and included in this study. The data is extremely consistent across all five weeks analyzed in regards to total number of vehicles, average speed, 85th percentile speed, average speed bins and peak speed bins.

Data indicates the average number of vehicles traveling on Seymour Rd. per week is 10,075. Approximately 58% of the total number of vehicles are traveling above 25 mph, however the average speed remains relatively low at 26.1 mph. The majority of vehicles are traveling between 26 mph and 35 mph (average speed bin). The second largest grouping of vehicles are traveling between 16 mph and 25 mph. The highest peak speed grouping (peak speed bin) is between 31 mph and 35 mph. The 85th percentile speed is 33.4 mph (85 percent of vehicles are traveling 33.4 mph or less).

CRASH DATA:

There were three traffic crashes reported on Seymour Rd. between Miller Rd. and Hill Rd. in 2020. Speed was not reported to be a contributing factor in any of the crashes.

ENFORCEMENT:

According to Netviewer (CAD) there were 29 traffic stops reported on Seymour Rd. in 2020. Traffic stops occurring on surrounding streets which may have originated due to violations occurring on Seymour Rd. are not included in this number. Traffic stops which are not reported to CAD are unable to be determined in Netviewer and therefore not included in this number as well.

In 2020, 17 traffic citations were issued due to violations occurring on Seymour Rd. 12 of the 17 citations were for speed.

Respectfully Submitted,

Ofc. Blake Hiben
Traffic Safety Officer
Metro Police Authority of Genesee County

Charts Report

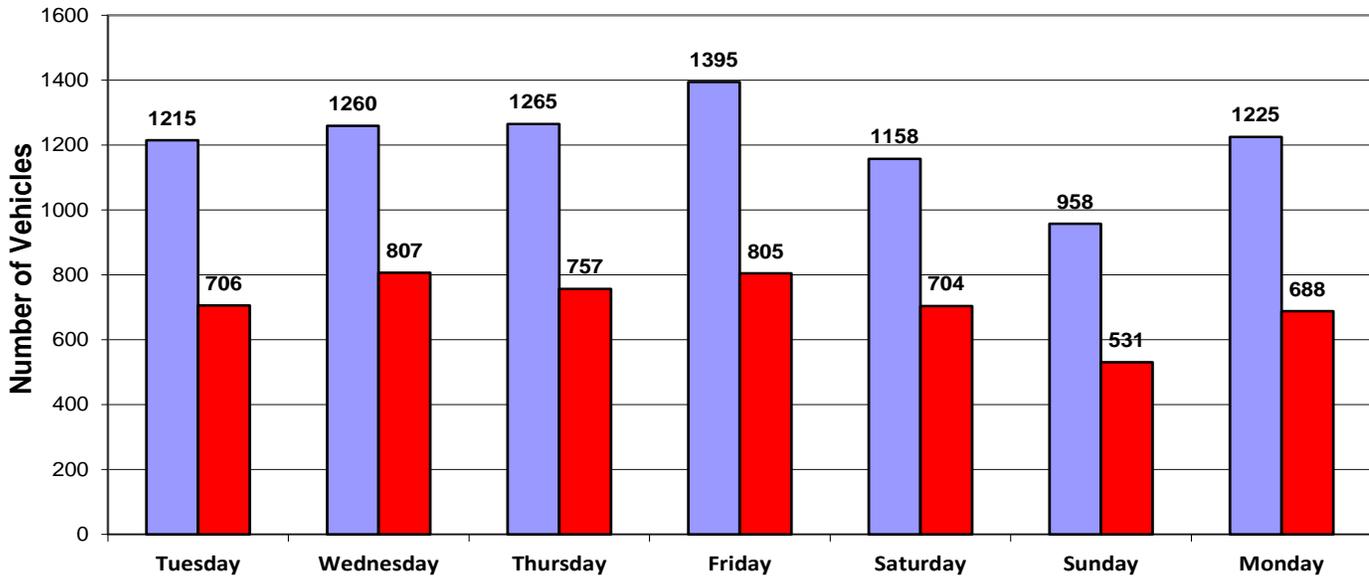
Vehicle and Speed Violator Counts



■ Tot. Vehicles
■ # Violators

Seymour and Chelmsford

Speed Limit = 25 MPH



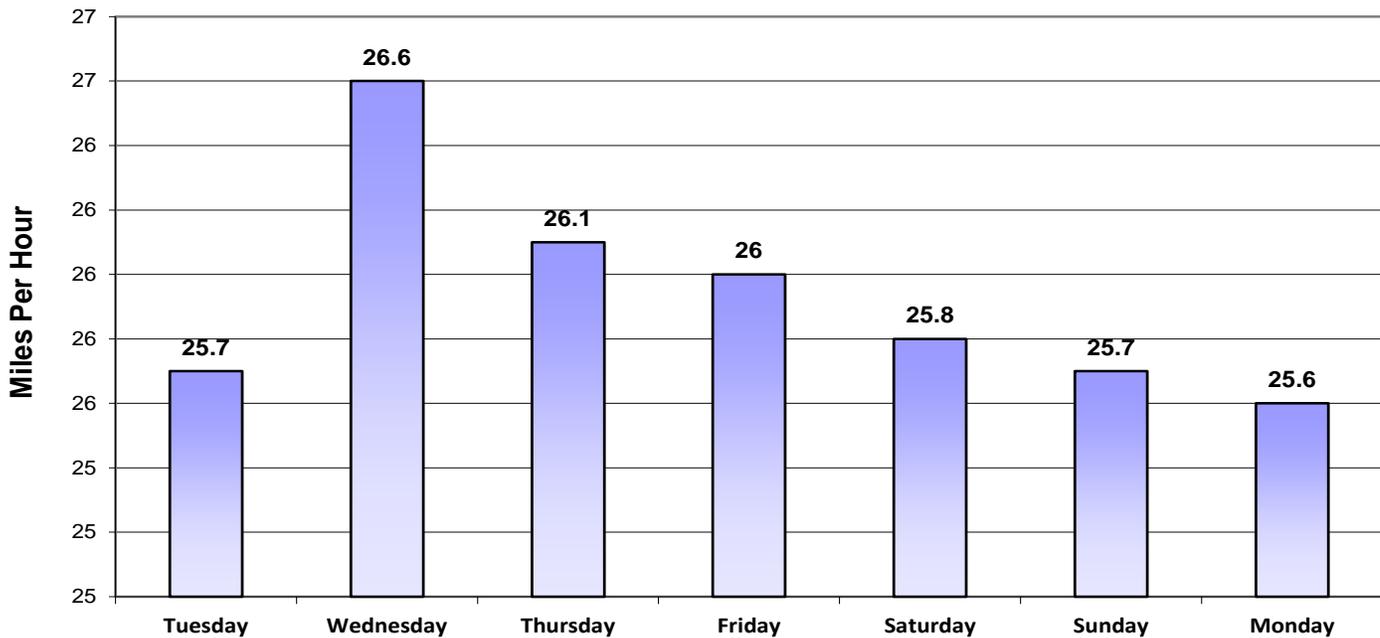
Week (7 days): 11/17/2020 - 11/23/2020

Daily Average Speeds



Seymour and Chelmsford

Speed Limit = 25 MPH



Week (7 days): 11/17/2020 - 11/23/2020

Charts Report

Charts Report

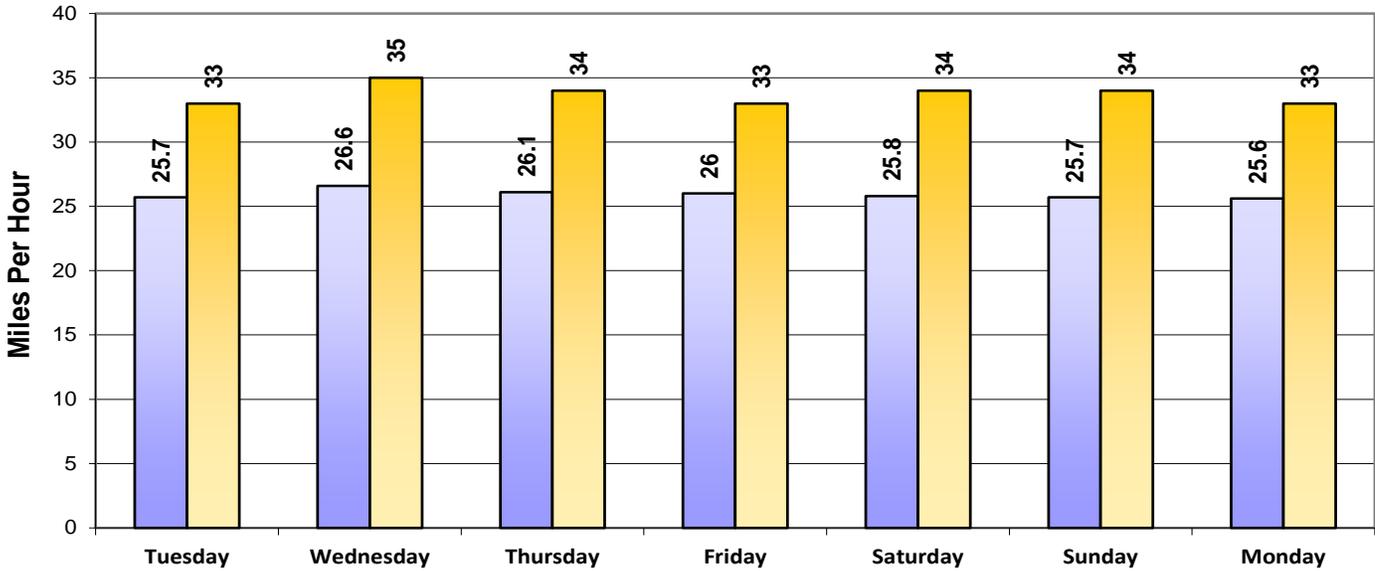
Daily Average Speeds vs. 85th Percentile Speeds



■ Avg. Speed
■ 85th pct Speed

Seymour and Chelmsford

Speed Limit = 25 MPH



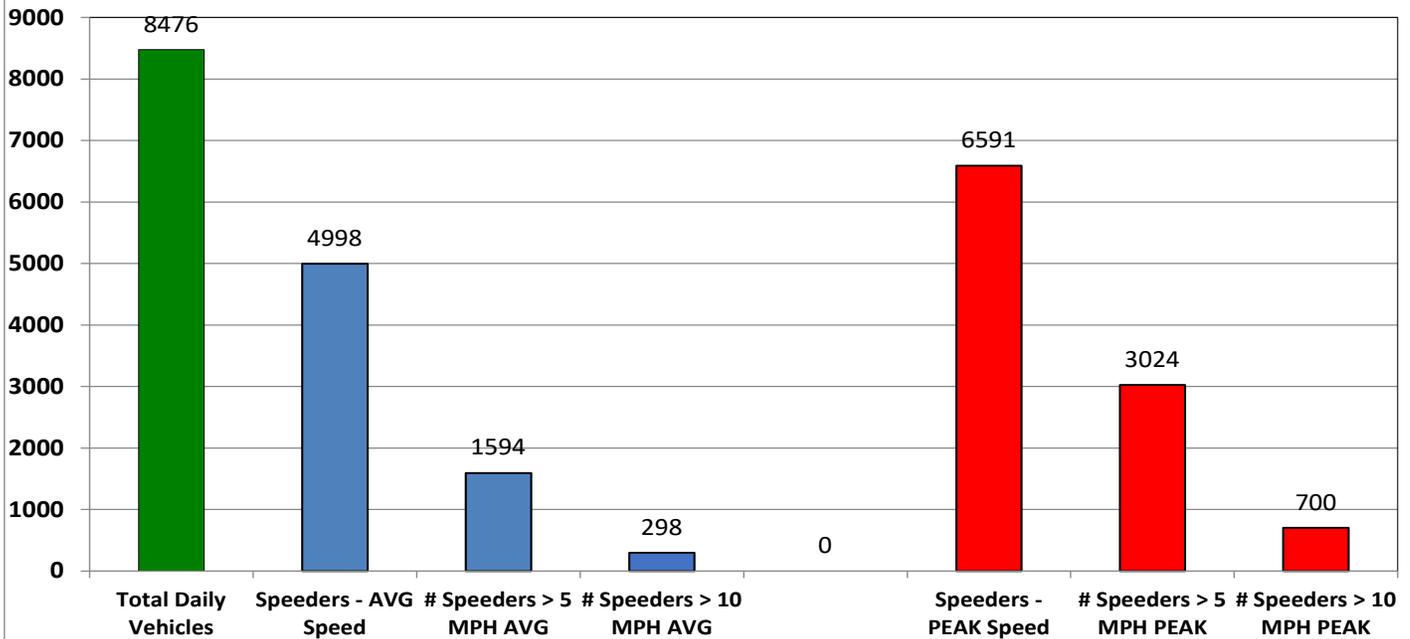
Week (7 days): 11/17/2020 - 11/23/2020

Weekly Speed Summary - Vehicle Counts



Seymour and Chelmsford

Speed Limit = 25 MPH



Week (7 days): 11/17/2020 - 11/23/2020

Charts Report

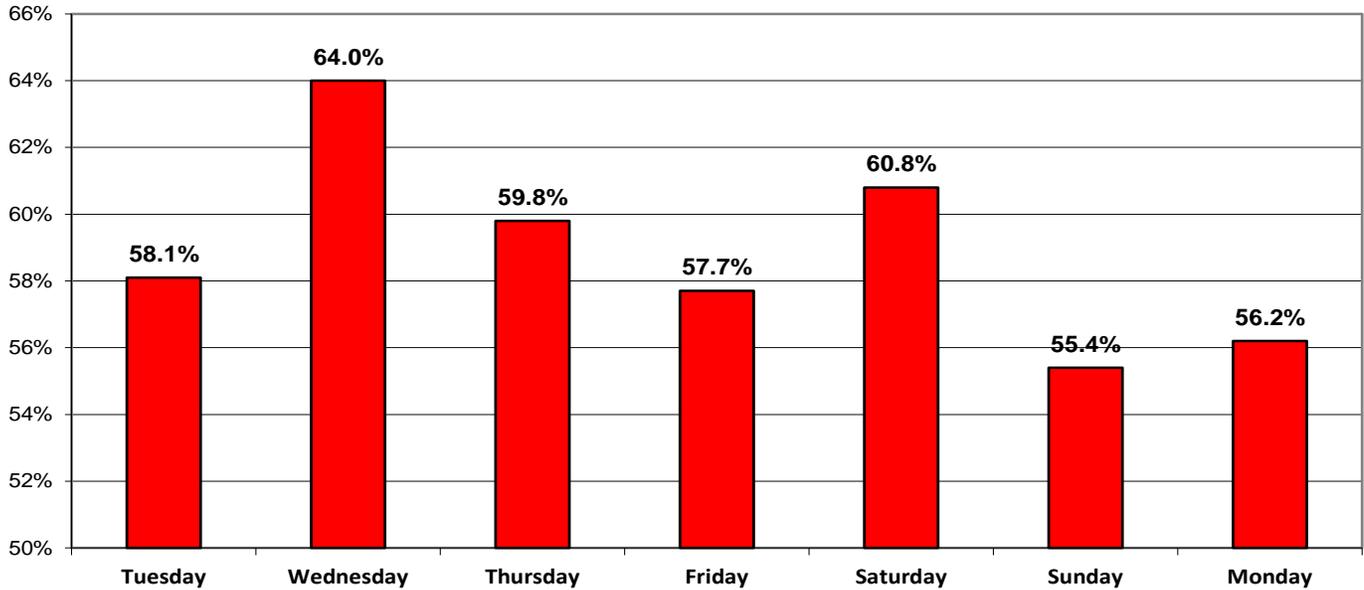
Charts Report

Percentage of Vehicles Speeding



Seymour and Chelmsford

Speed Limit = 25 MPH



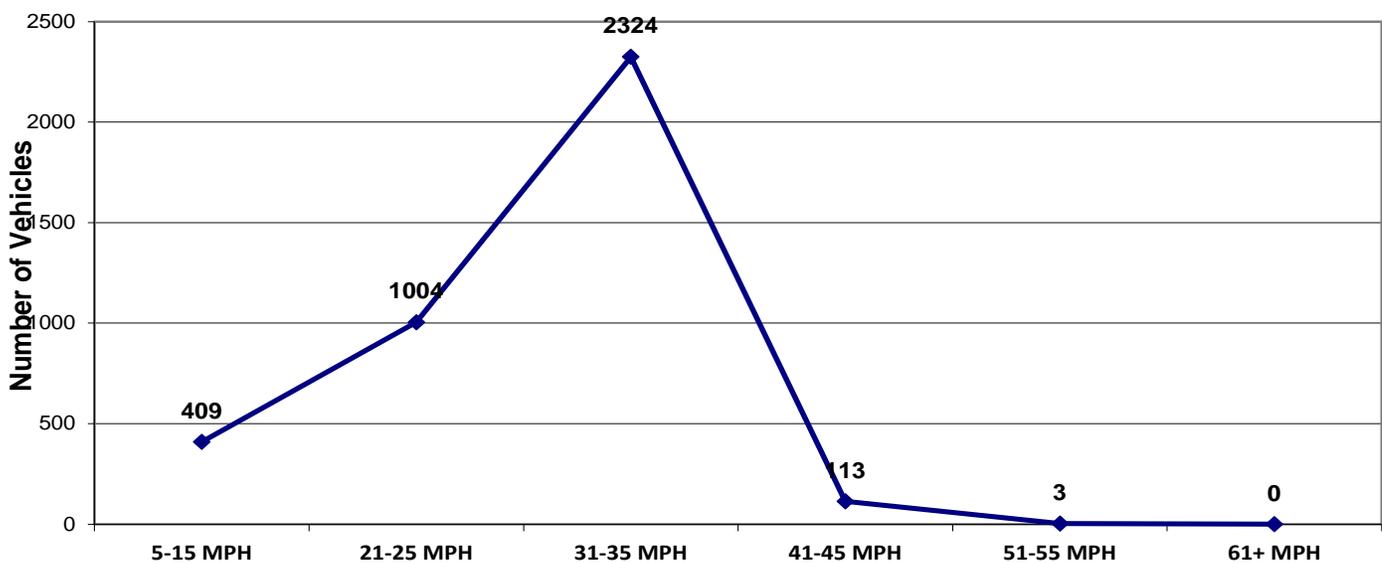
Week (7 days): 11/17/2020 - 11/23/2020

Vehicle Count by Peak Speed Bins



Seymour and Chelmsford

Speed Limit = 25 MPH



Week (7 days): 11/17/2020 - 11/23/2020

Charts Report

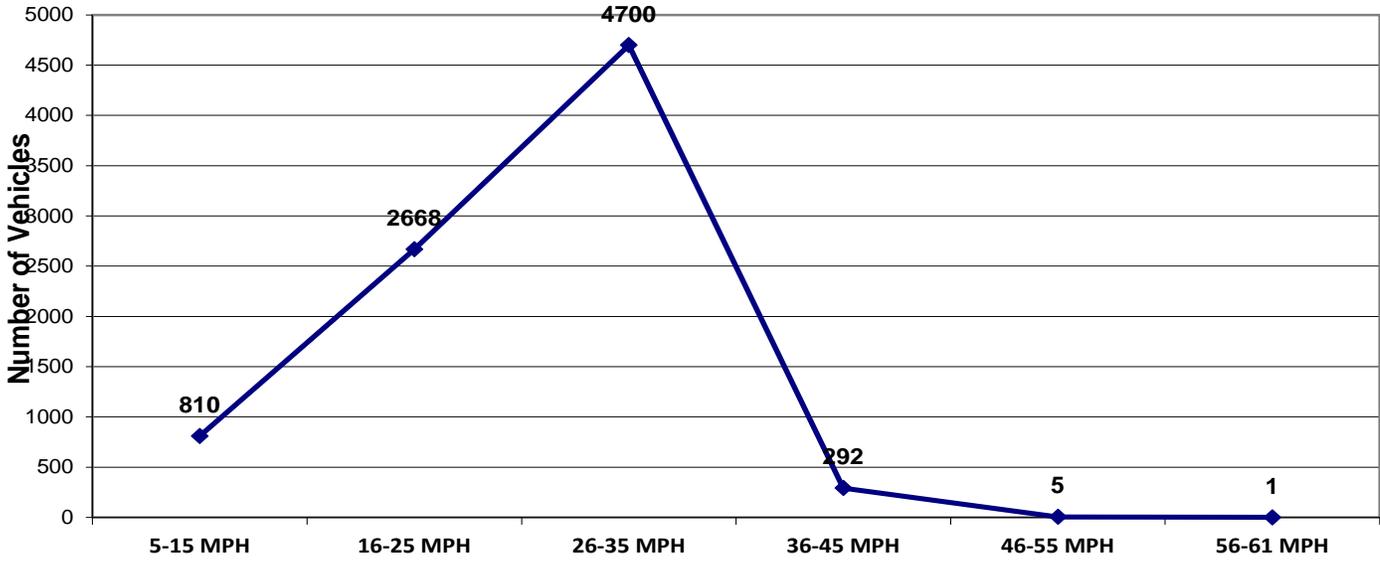
Charts Report

Vehicle Count by Avg. Speed Bins



Seymour and Chelmsford

Speed Limit = 25 MPH



Week (7 days): 11/17/2020 - 11/23/2020

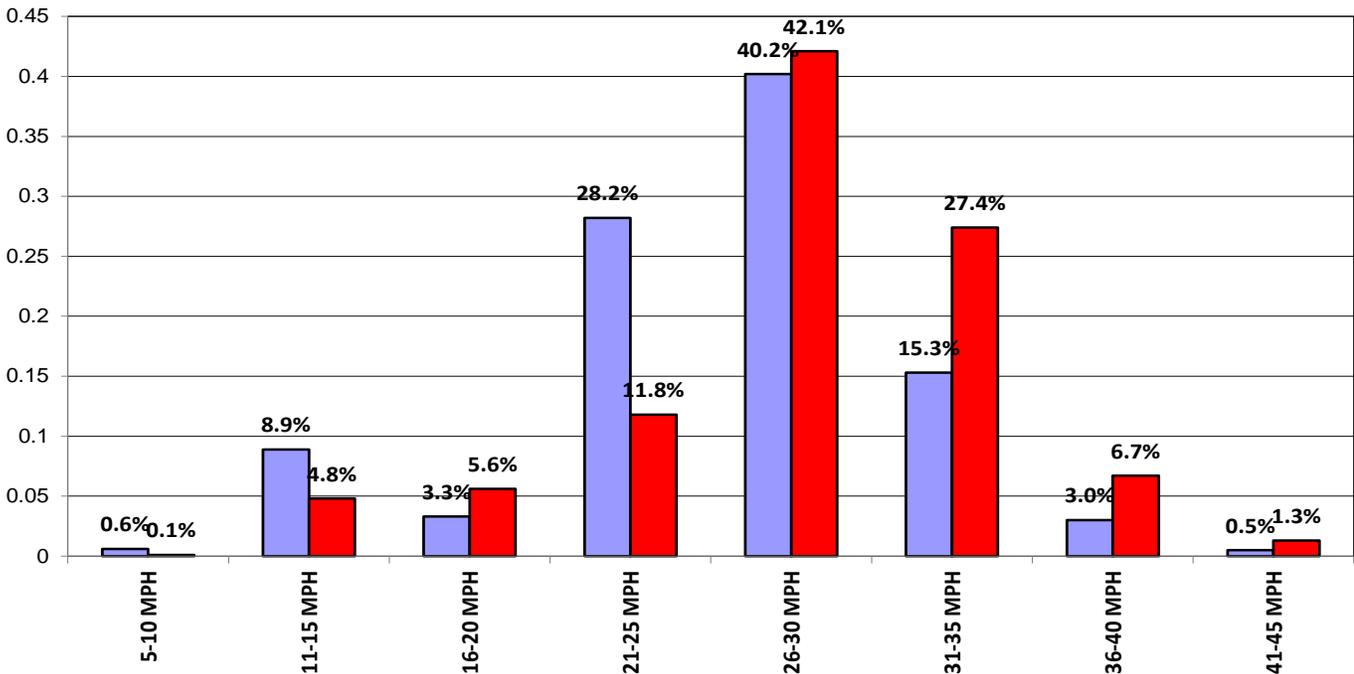
Avg. vs. Peak Speeds by Percentage



■ AVG ■ PEAK

Seymour and Chelmsford

Speed Limit = 25 MPH



Week (7 days): 11/17/2020 - 11/23/2020

Charts Report

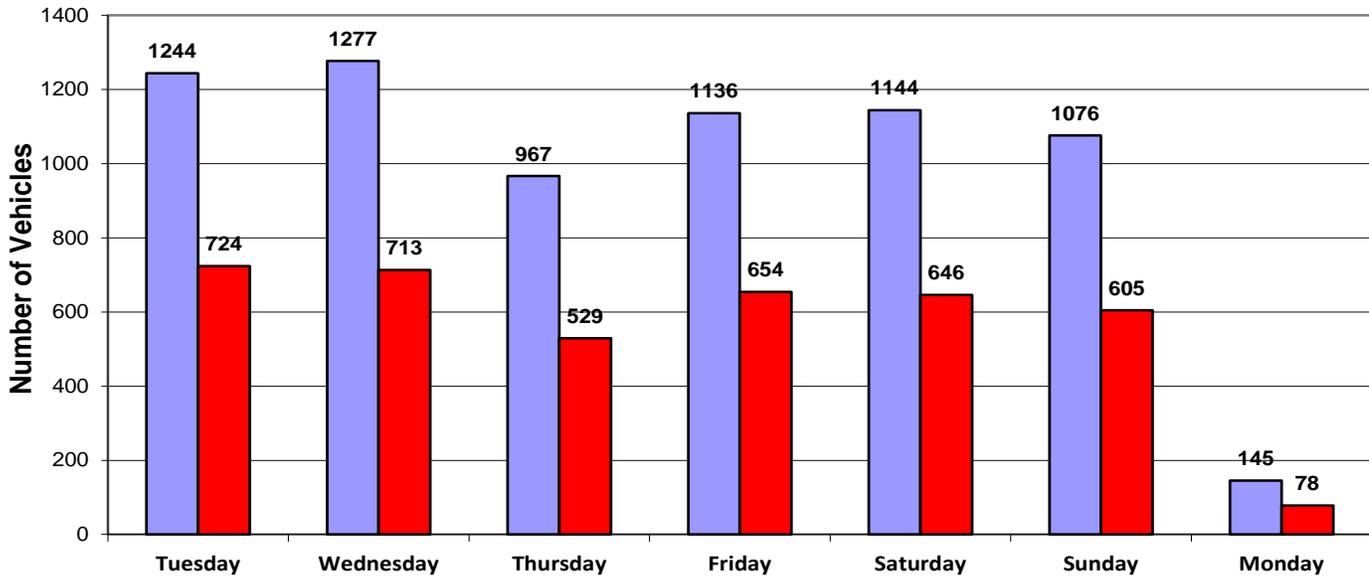
Vehicle and Speed Violator Counts



■ Tot. Vehicles
■ # Violators

Seymour and Chelmsford

Speed Limit = 25 MPH



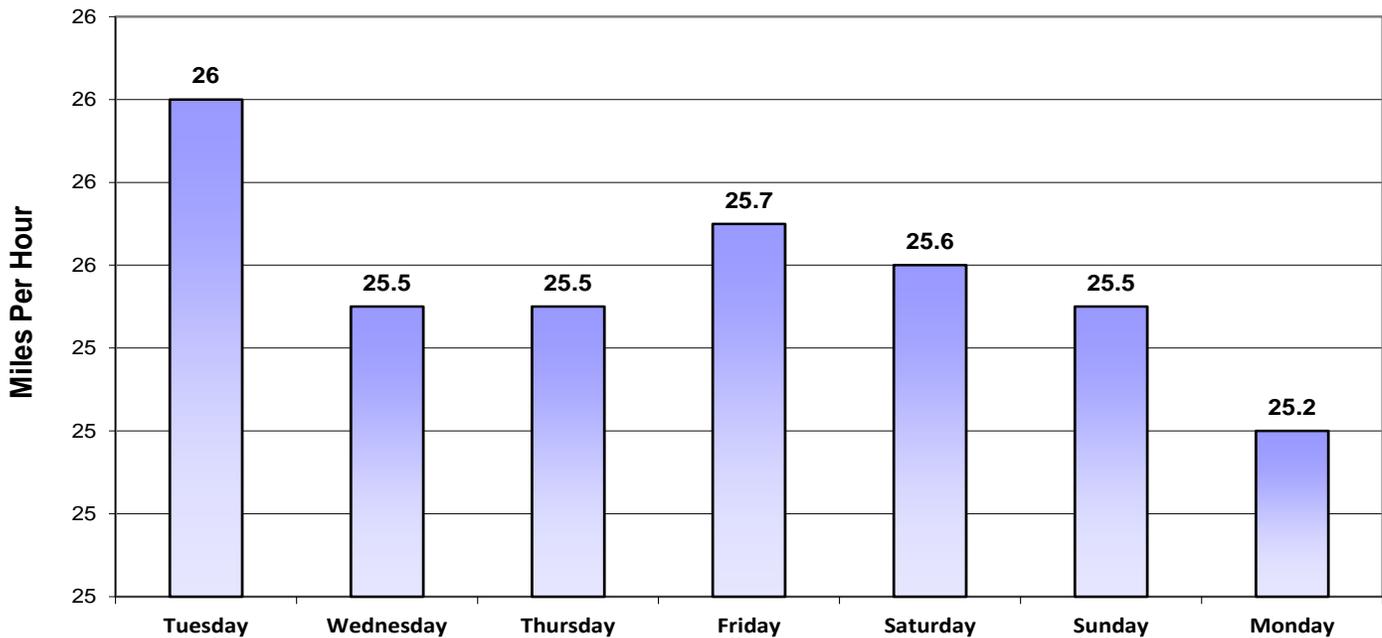
Week (7 days): 11/24/2020 - 11/30/2020

Daily Average Speeds



Seymour and Chelmsford

Speed Limit = 25 MPH



Week (7 days): 11/24/2020 - 11/30/2020

Charts Report

Charts Report

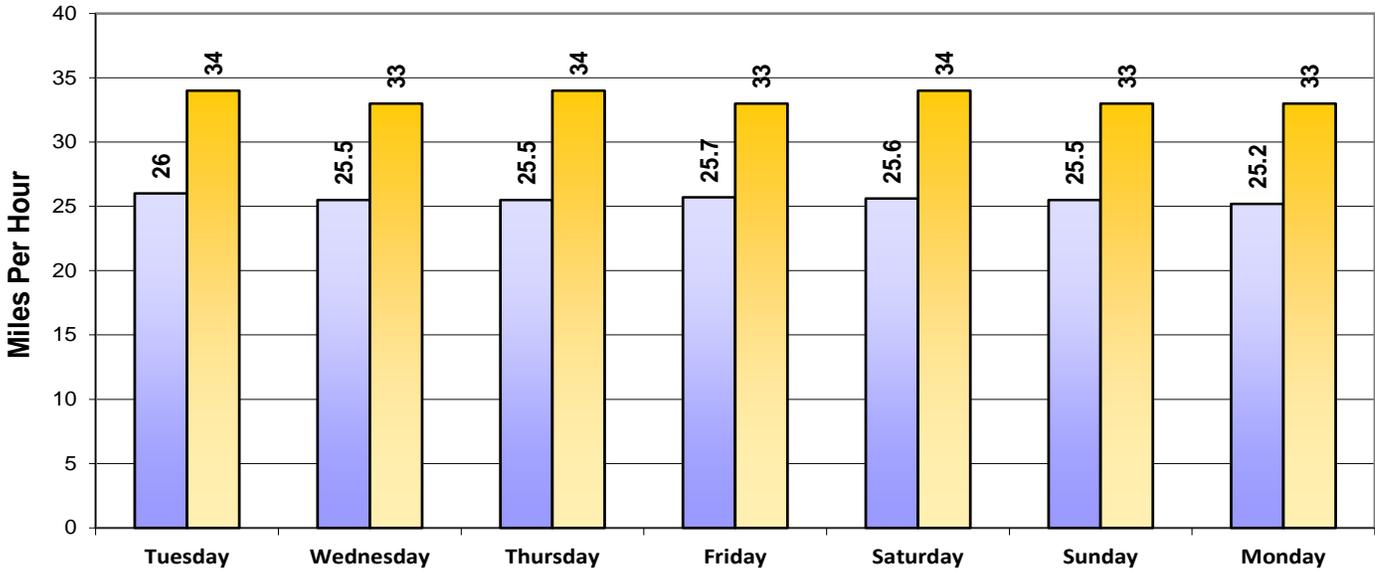
Daily Average Speeds vs. 85th Percentile Speeds



■ Avg. Speed
■ 85th pct Speed

Seymour and Chelmsford

Speed Limit = 25 MPH



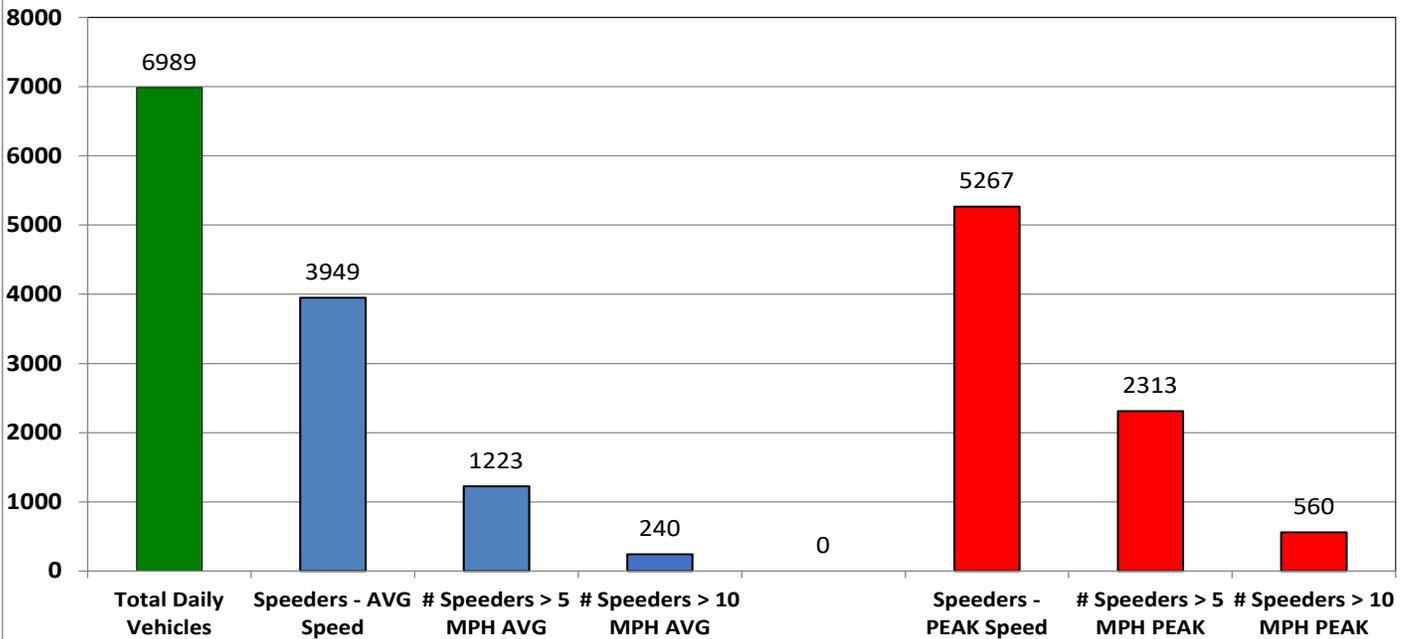
Week (7 days): 11/24/2020 - 11/30/2020

Weekly Speed Summary - Vehicle Counts



Seymour and Chelmsford

Speed Limit = 25 MPH



Week (7 days): 11/24/2020 - 11/30/2020

Charts Report

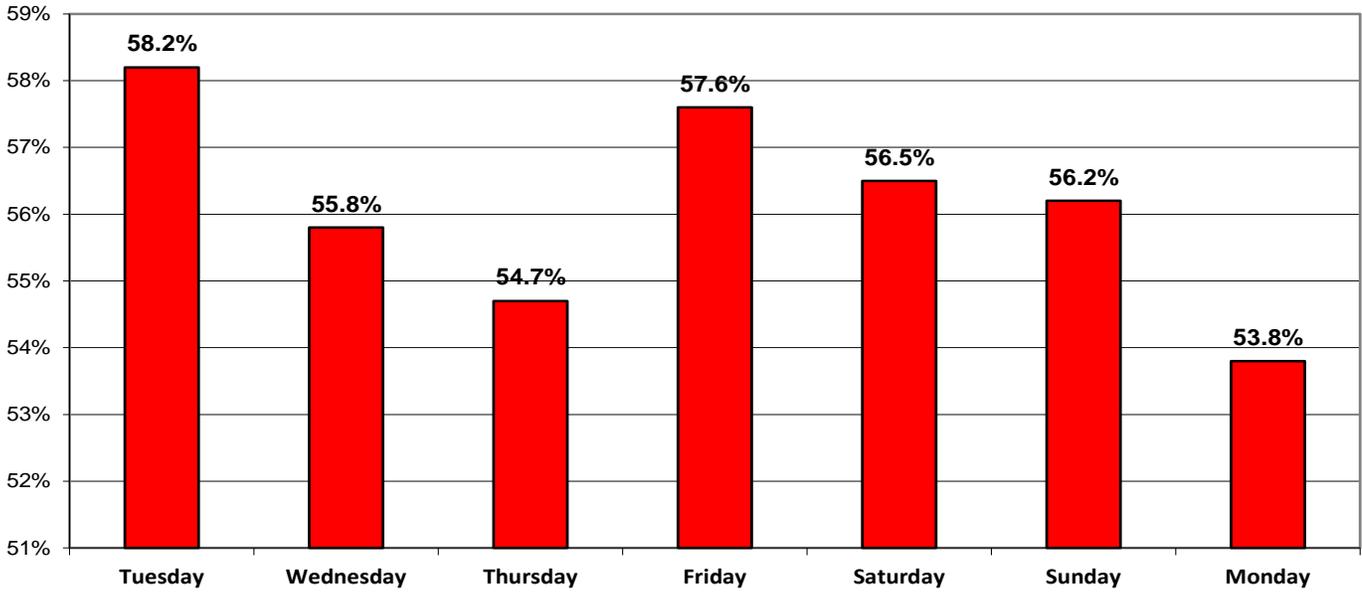
Charts Report

Percentage of Vehicles Speeding



Seymour and Chelmsford

Speed Limit = 25 MPH



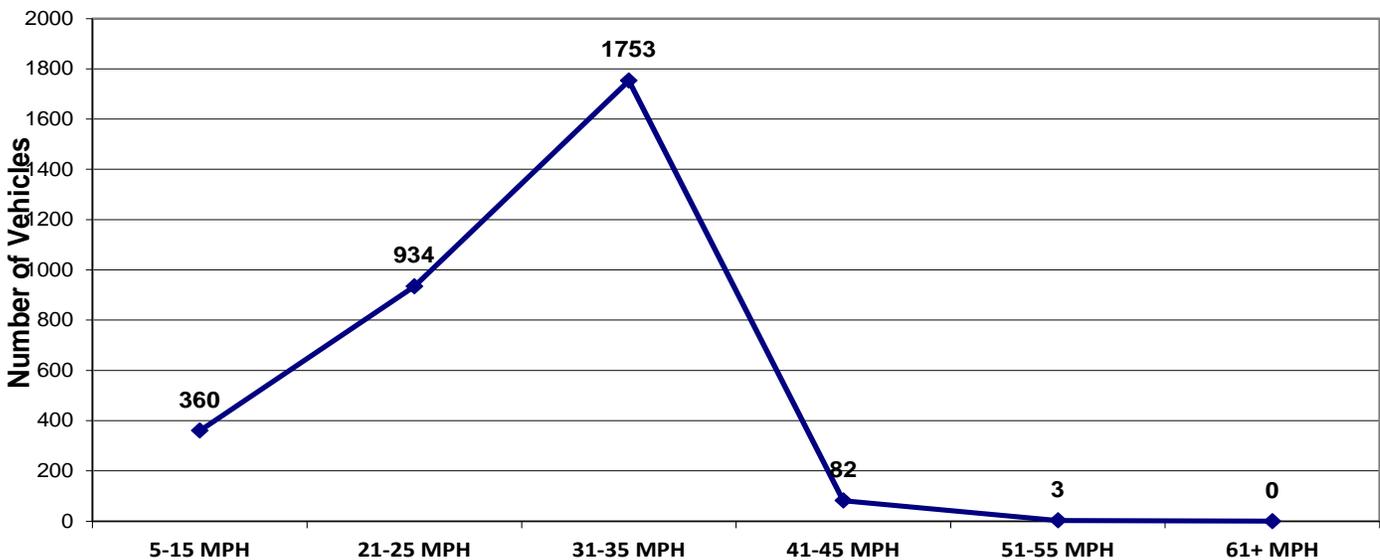
Week (7 days): 11/24/2020 - 11/30/2020

Vehicle Count by Peak Speed Bins



Seymour and Chelmsford

Speed Limit = 25 MPH

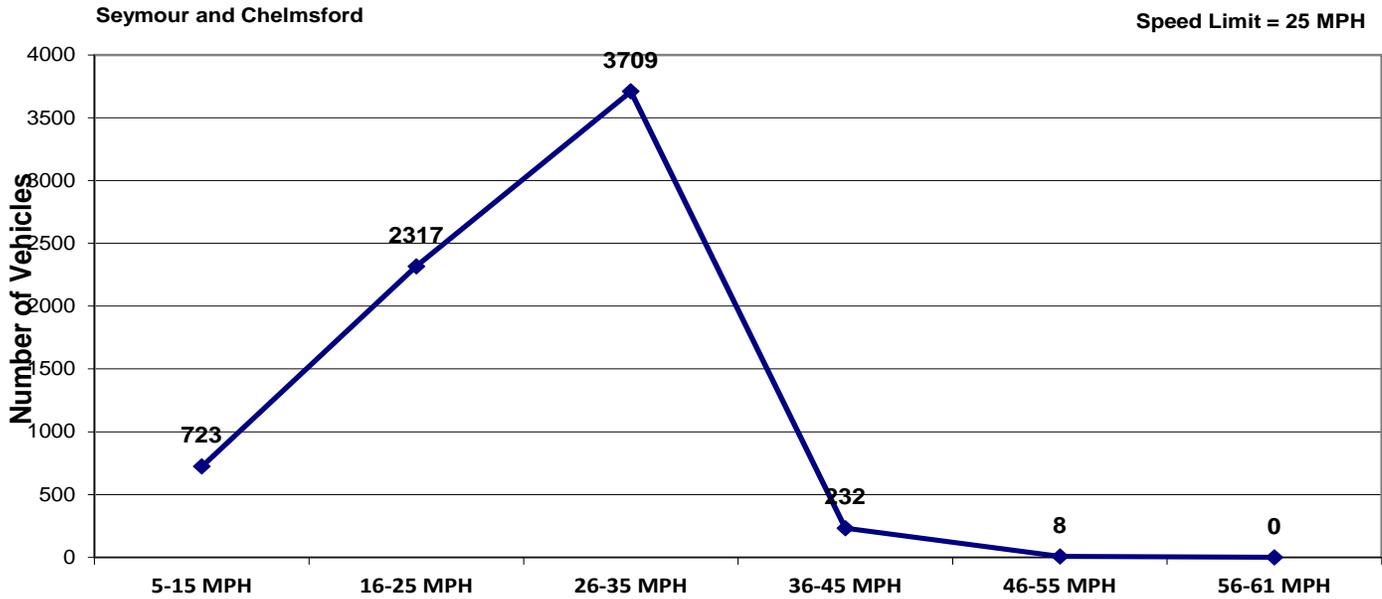


Week (7 days): 11/24/2020 - 11/30/2020

Charts Report

Charts Report

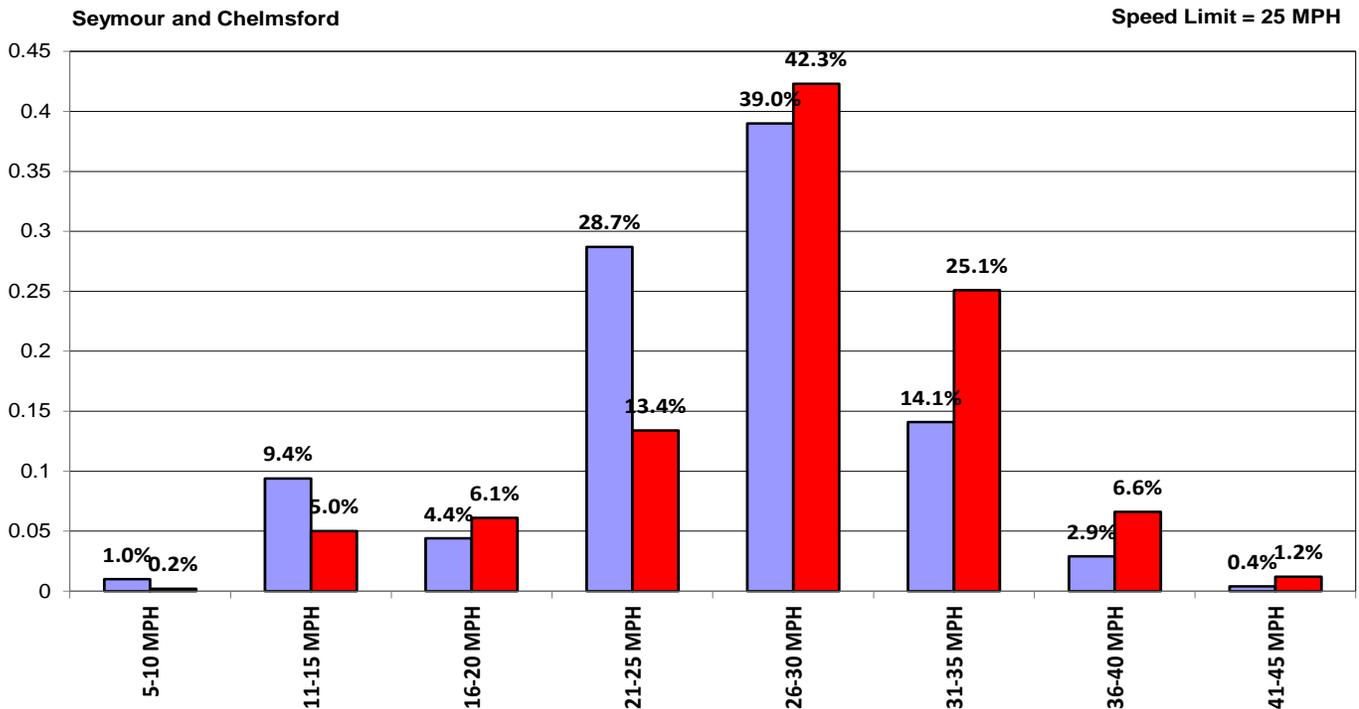
Vehicle Count by Avg. Speed Bins



Week (7 days): 11/24/2020 - 11/30/2020

Avg. vs. Peak Speeds by Percentage

■ AVG ■ PEAK



Week (7 days): 11/24/2020 - 11/30/2020

Charts Report

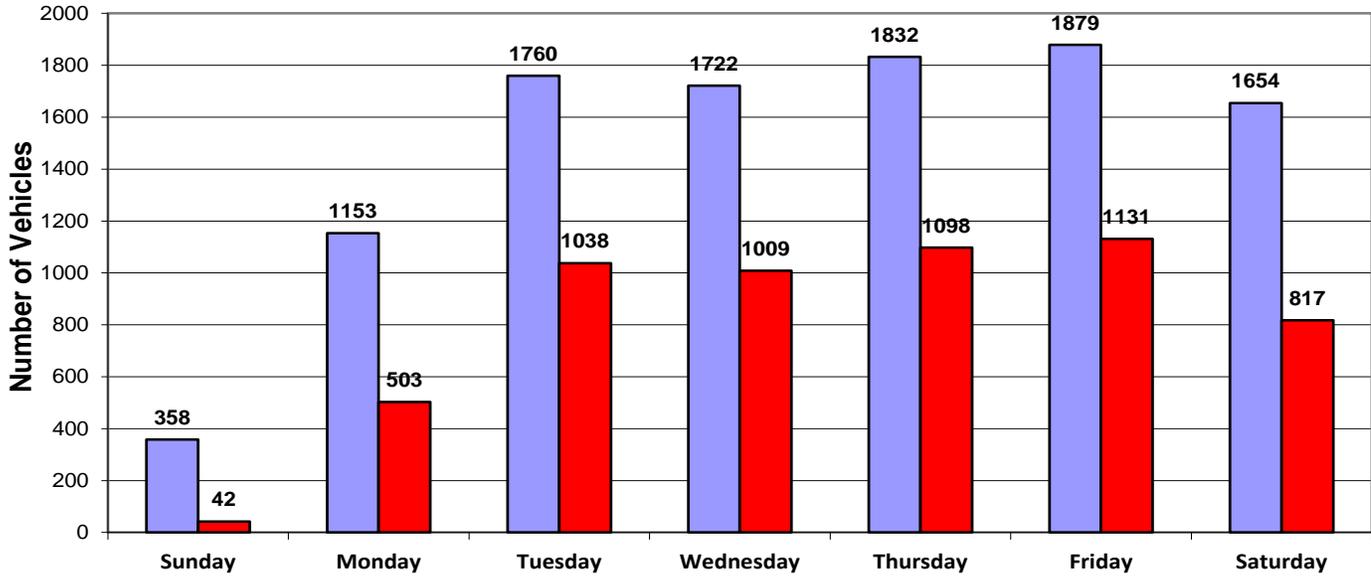
Vehicle and Speed Violator Counts



■ Tot. Vehicles
■ # Violators

Seymour and Oakview

Speed Limit = 25 MPH



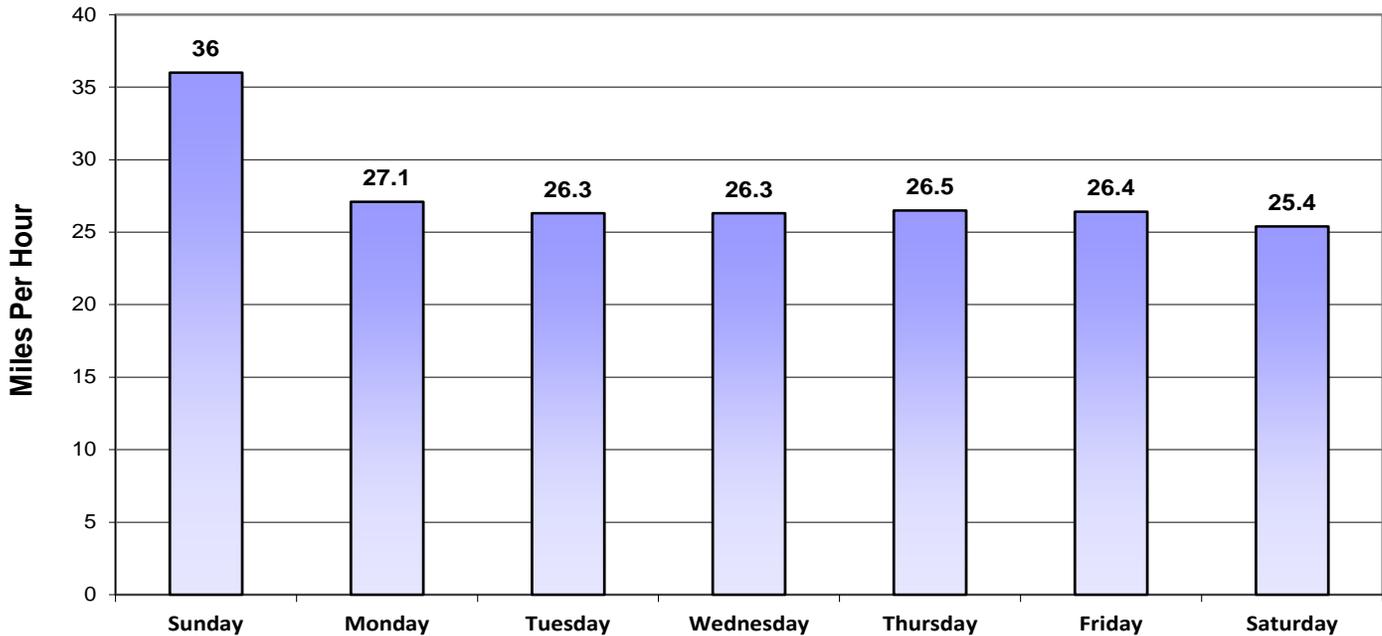
Week (7 days): 9/20/2020 - 9/26/2020

Daily Average Speeds



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 9/20/2020 - 9/26/2020

Charts Report

Charts Report

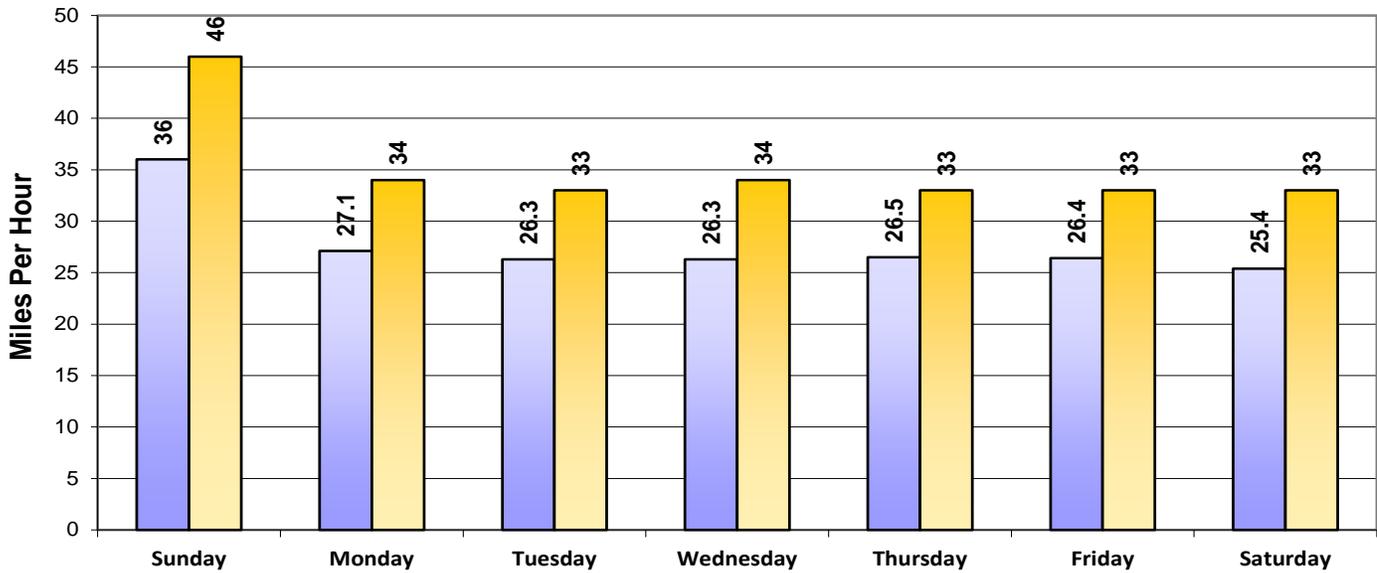
Daily Average Speeds vs. 85th Percentile Speeds



■ Avg. Speed
■ 85th pct Speed

Seymour and Oakview

Speed Limit = 25 MPH



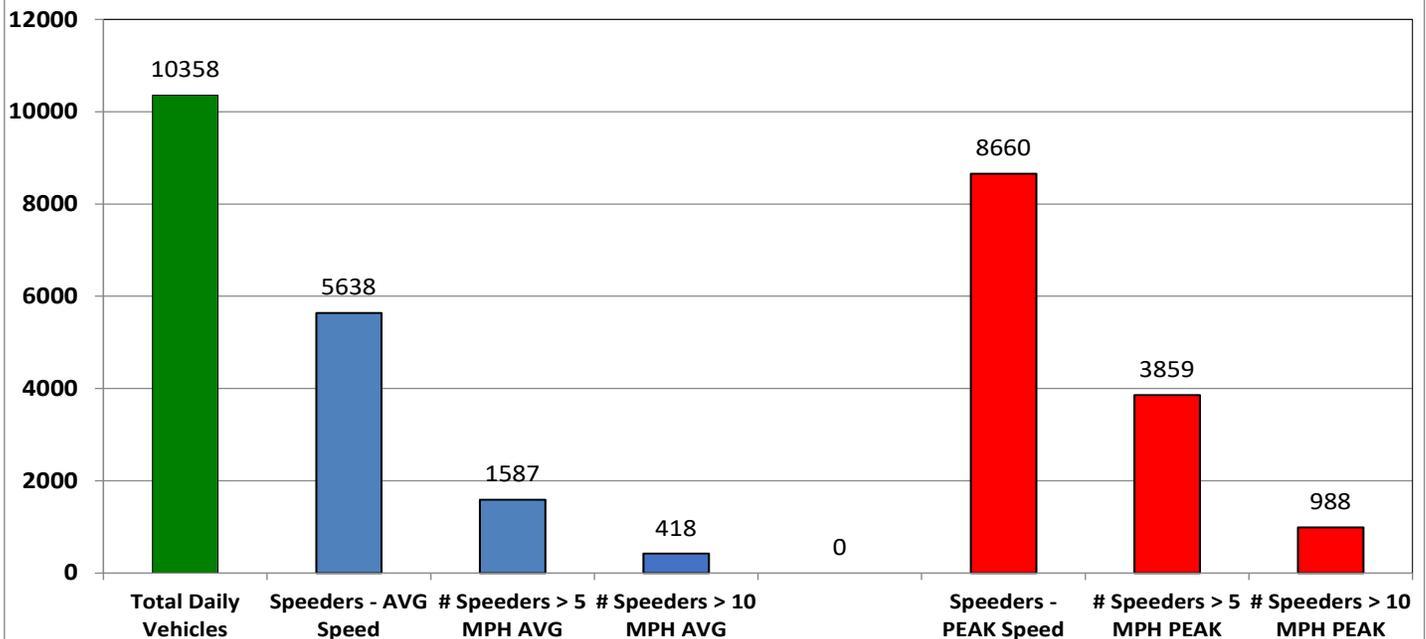
Week (7 days): 9/20/2020 - 9/26/2020

Weekly Speed Summary - Vehicle Counts



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 9/20/2020 - 9/26/2020

Charts Report

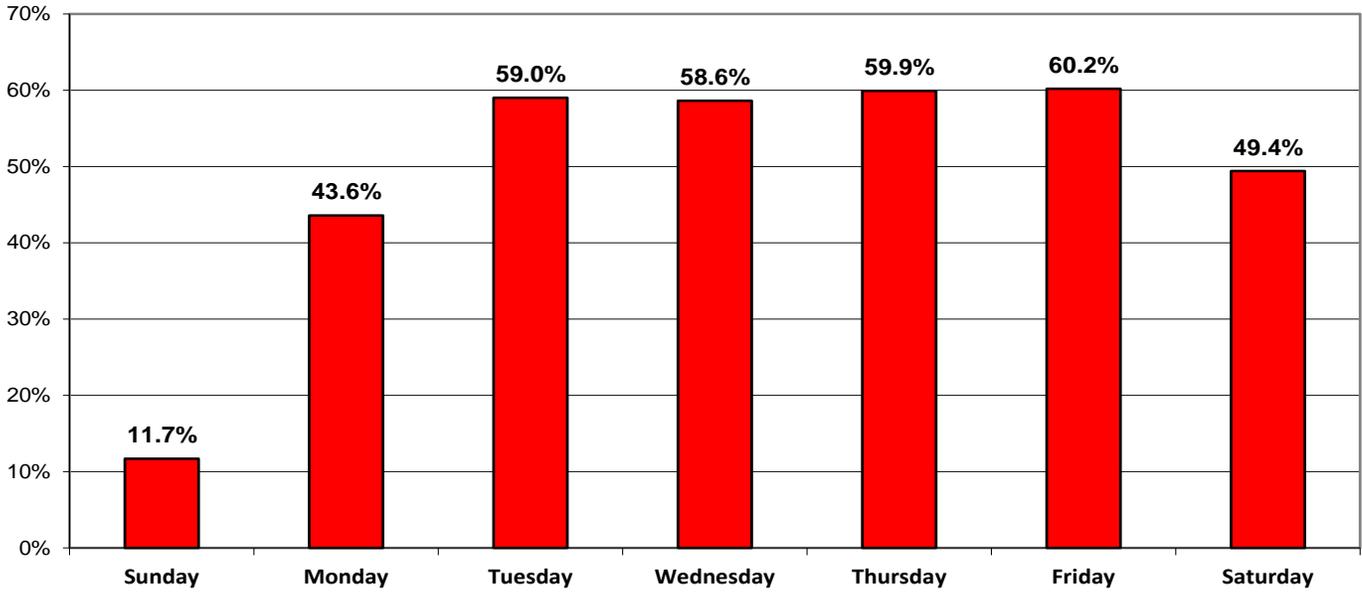
Charts Report

Percentage of Vehicles Speeding



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 9/20/2020 - 9/26/2020

Charts Report

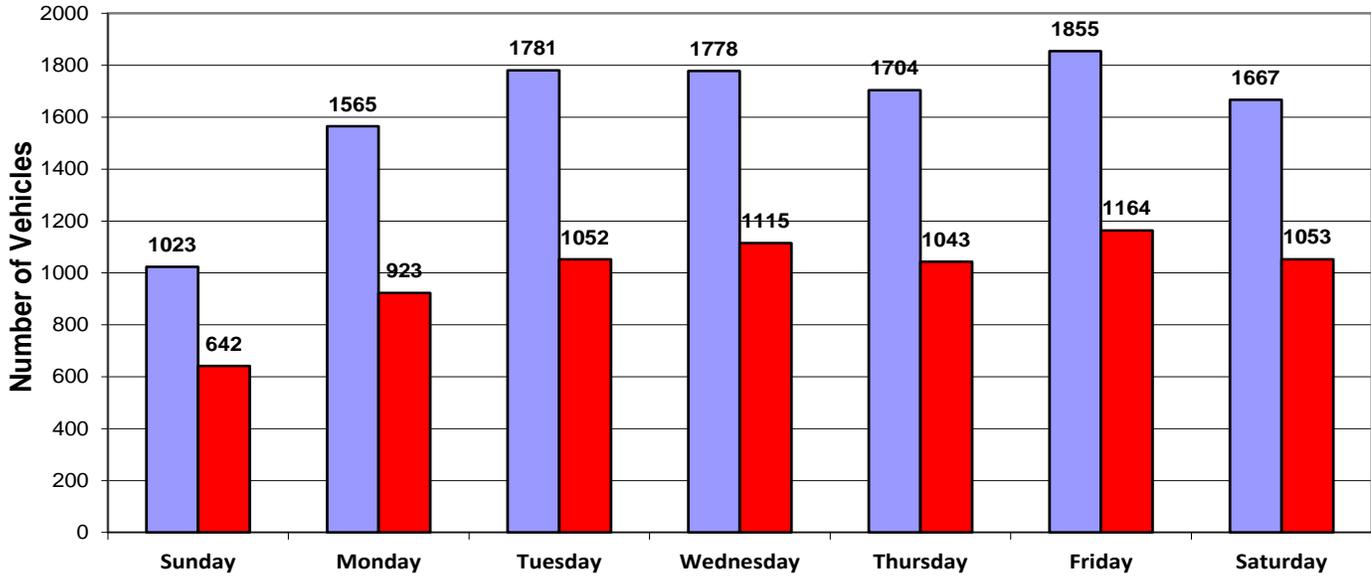
Vehicle and Speed Violator Counts



■ Tot. Vehicles
■ # Violators

Seymour and Oakview

Speed Limit = 25 MPH



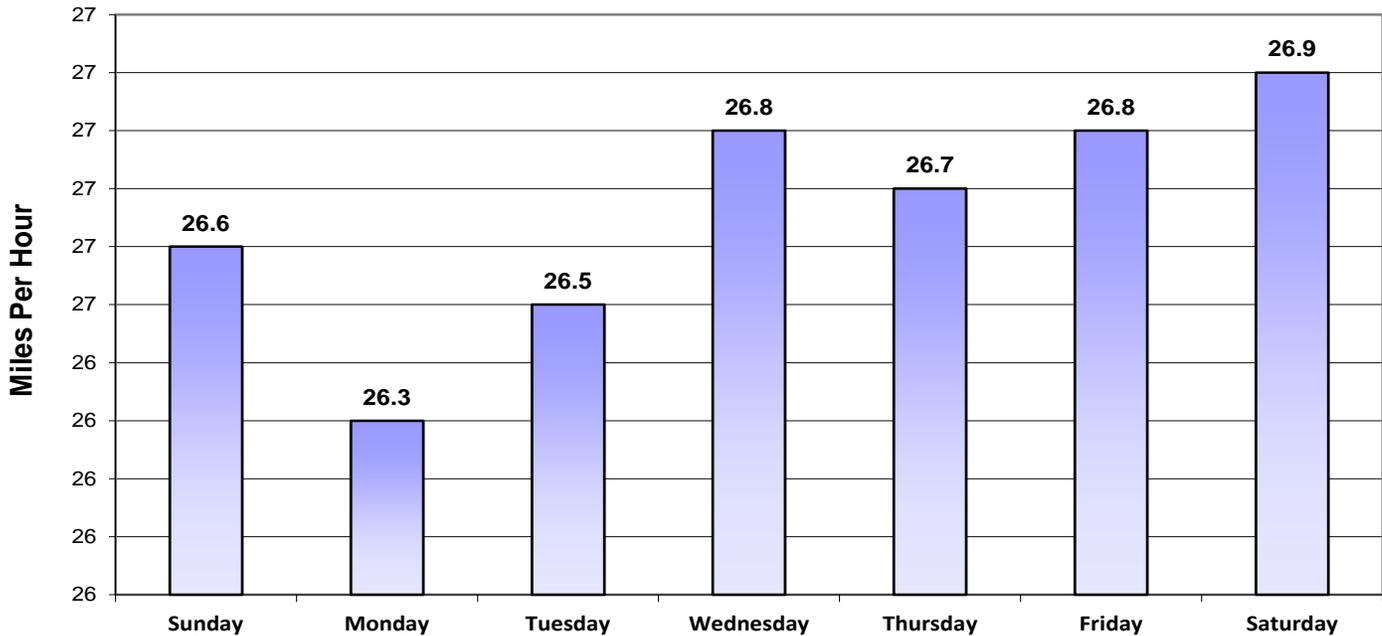
Week (7 days): 11/15/2020 - 11/21/2020

Daily Average Speeds



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 11/15/2020 - 11/21/2020

Charts Report

Charts Report

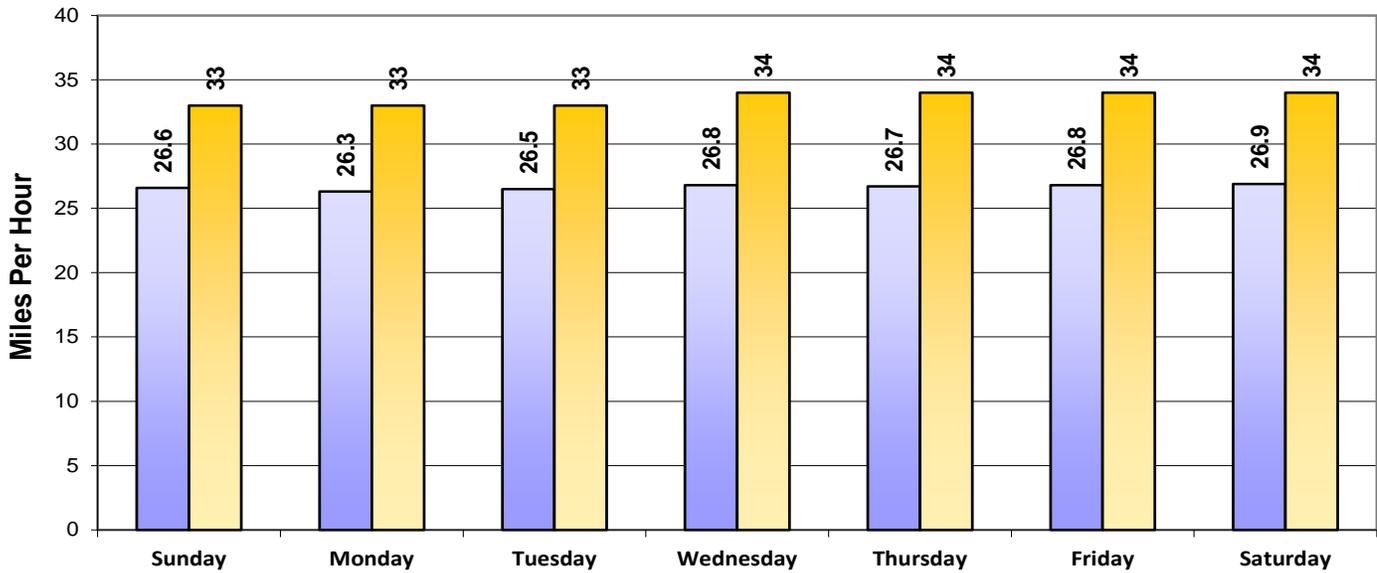
Daily Average Speeds vs. 85th Percentile Speeds



■ Avg. Speed
■ 85th pct Speed

Seymour and Oakview

Speed Limit = 25 MPH



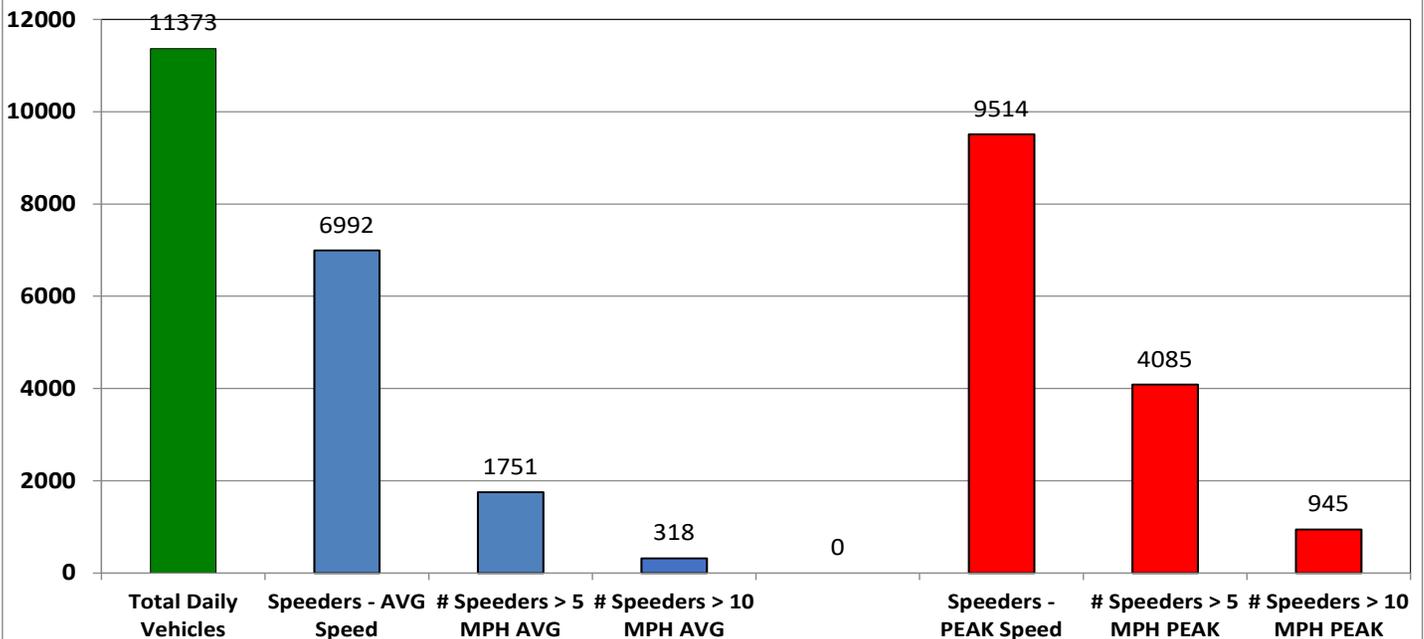
Week (7 days): 11/15/2020 - 11/21/2020

Weekly Speed Summary - Vehicle Counts



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 11/15/2020 - 11/21/2020

Charts Report

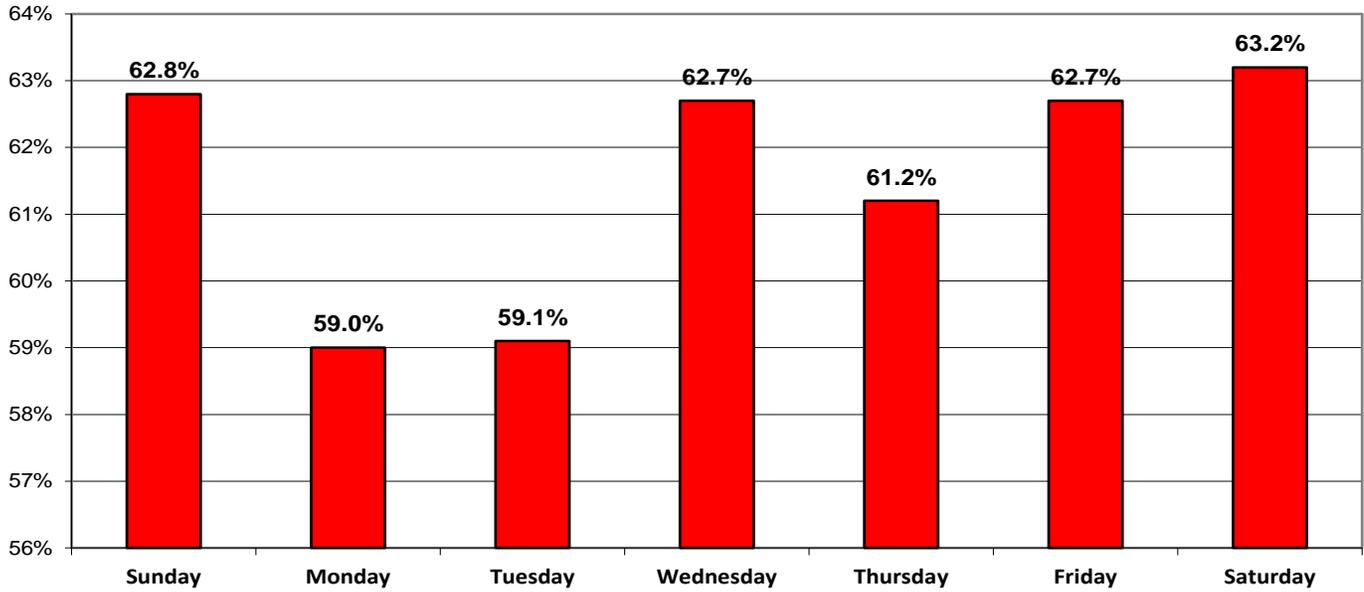
Charts Report

Percentage of Vehicles Speeding



Seymour and Oakview

Speed Limit = 25 MPH



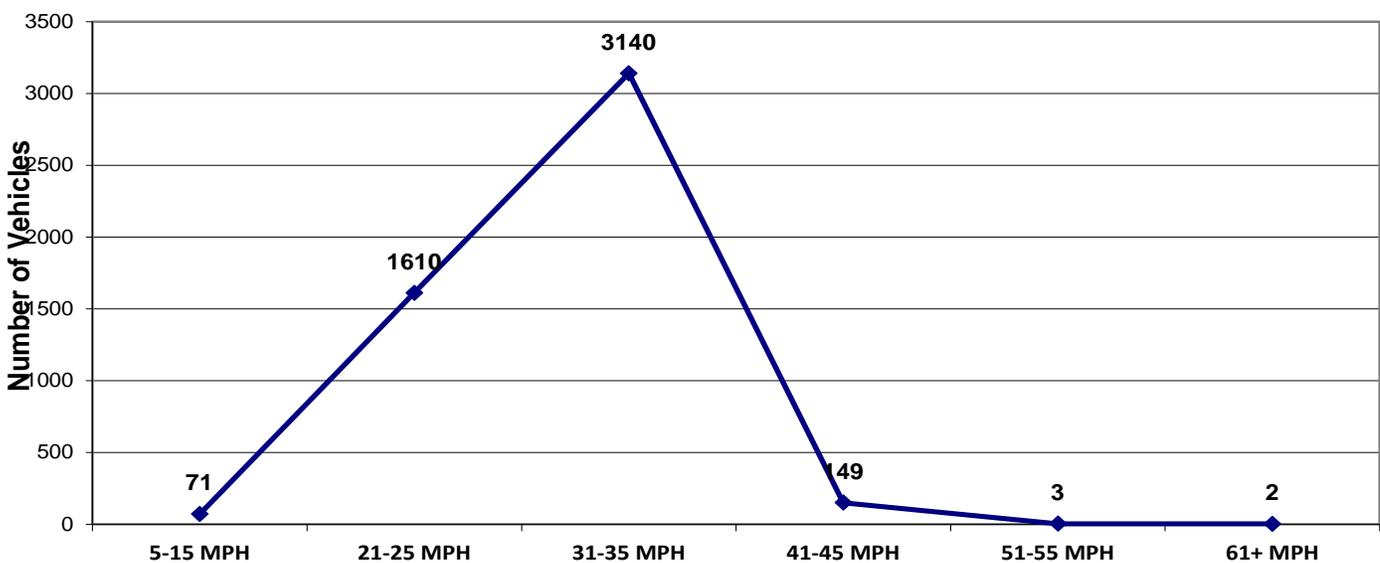
Week (7 days): 11/15/2020 - 11/21/2020

Vehicle Count by Peak Speed Bins



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 11/15/2020 - 11/21/2020

Charts Report

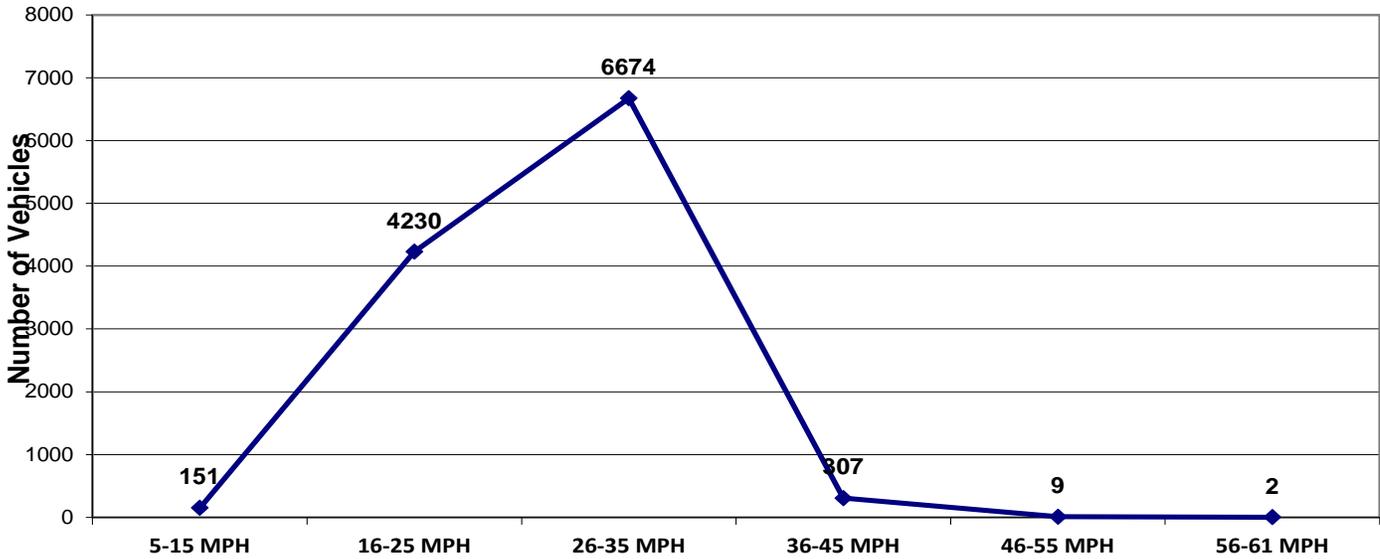
Charts Report

Vehicle Count by Avg. Speed Bins



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 11/15/2020 - 11/21/2020

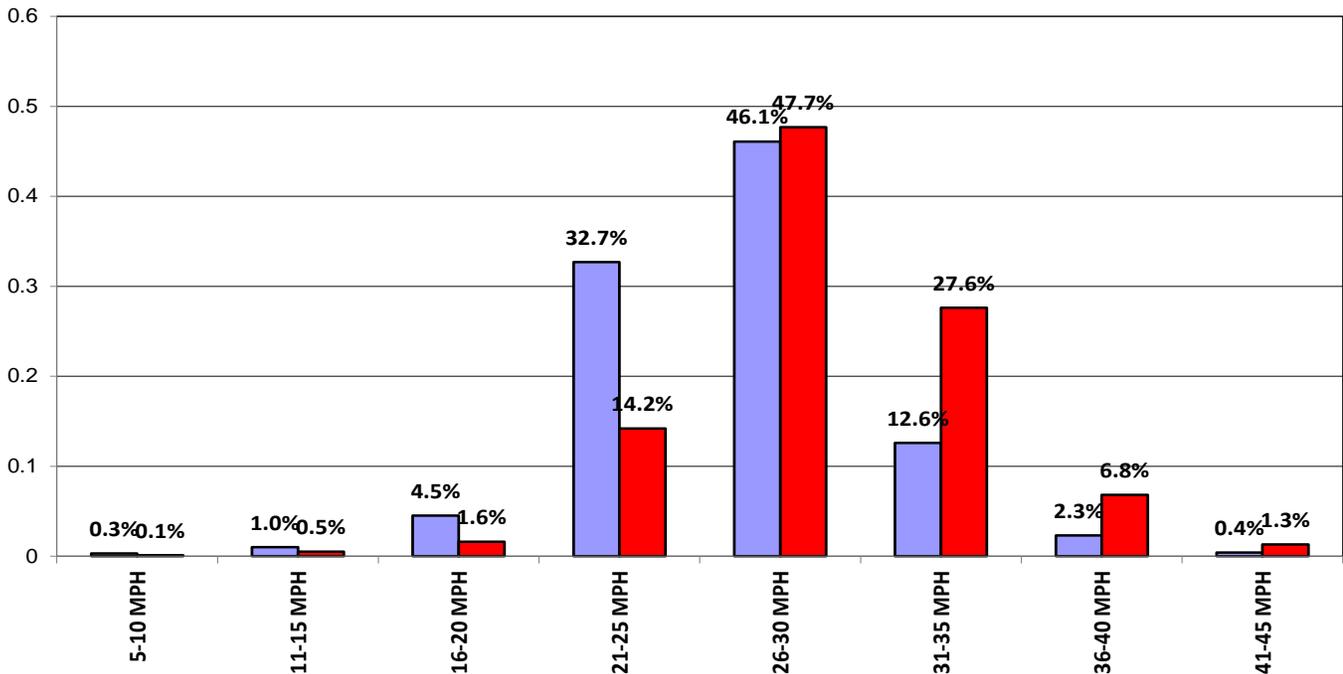
Avg. vs. Peak Speeds by Percentage



■ AVG ■ PEAK

Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 11/15/2020 - 11/21/2020

Charts Report

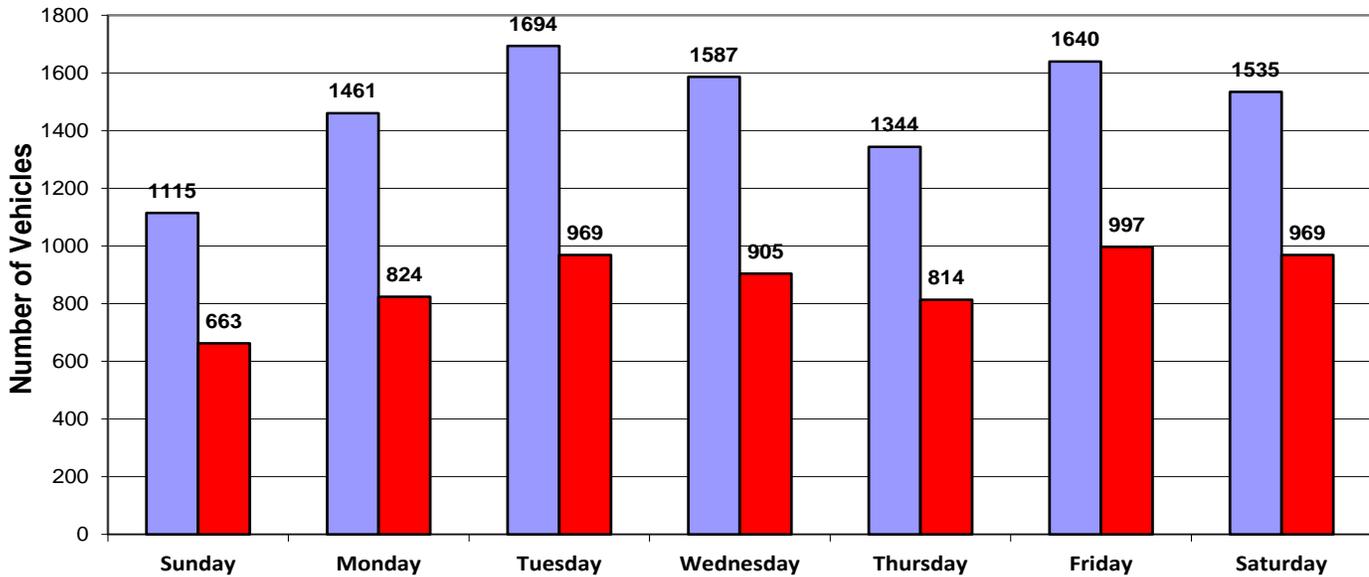
Vehicle and Speed Violator Counts



■ Tot. Vehicles
■ # Violators

Seymour and Oakview

Speed Limit = 25 MPH



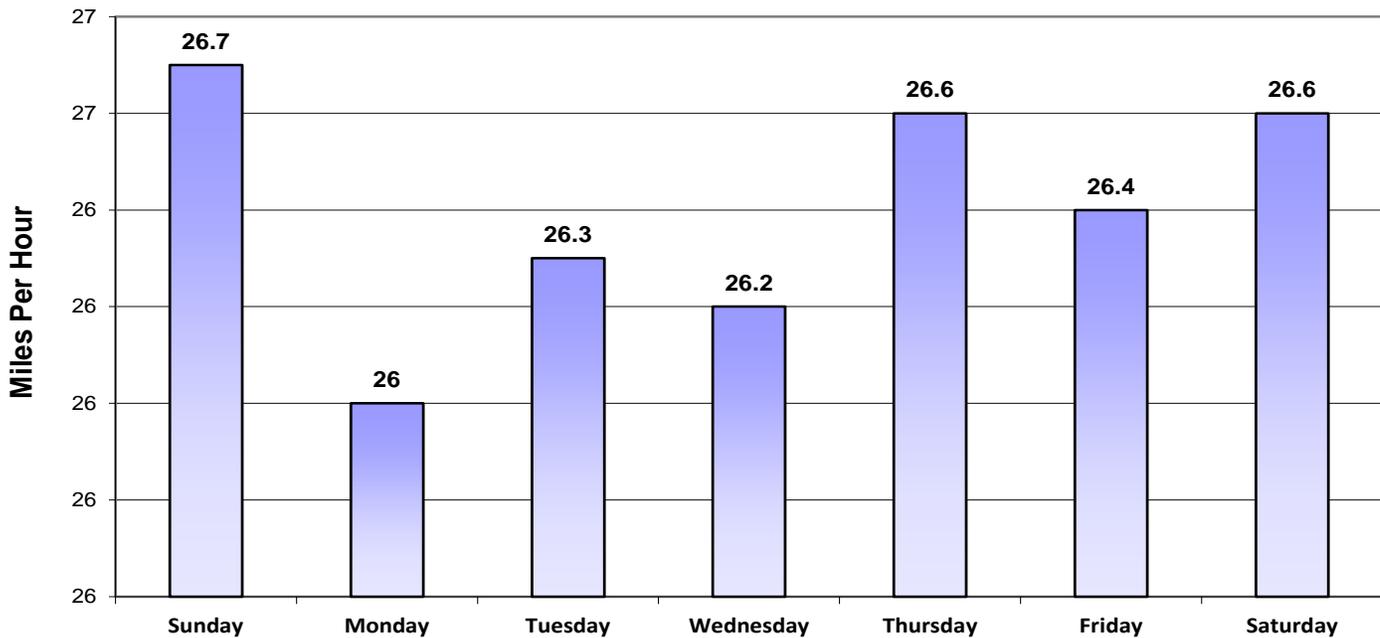
Week (7 days): 11/22/2020 - 11/28/2020

Daily Average Speeds



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 11/22/2020 - 11/28/2020

Charts Report

Charts Report

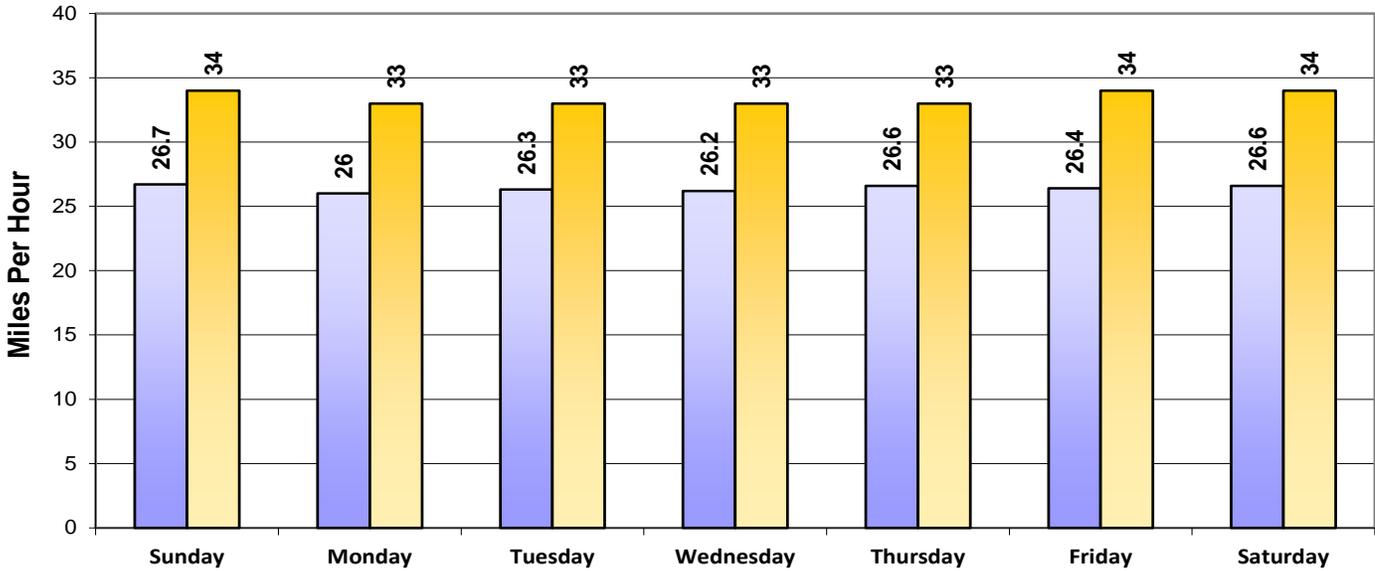
Daily Average Speeds vs. 85th Percentile Speeds



■ Avg. Speed
■ 85th pct Speed

Seymour and Oakview

Speed Limit = 25 MPH



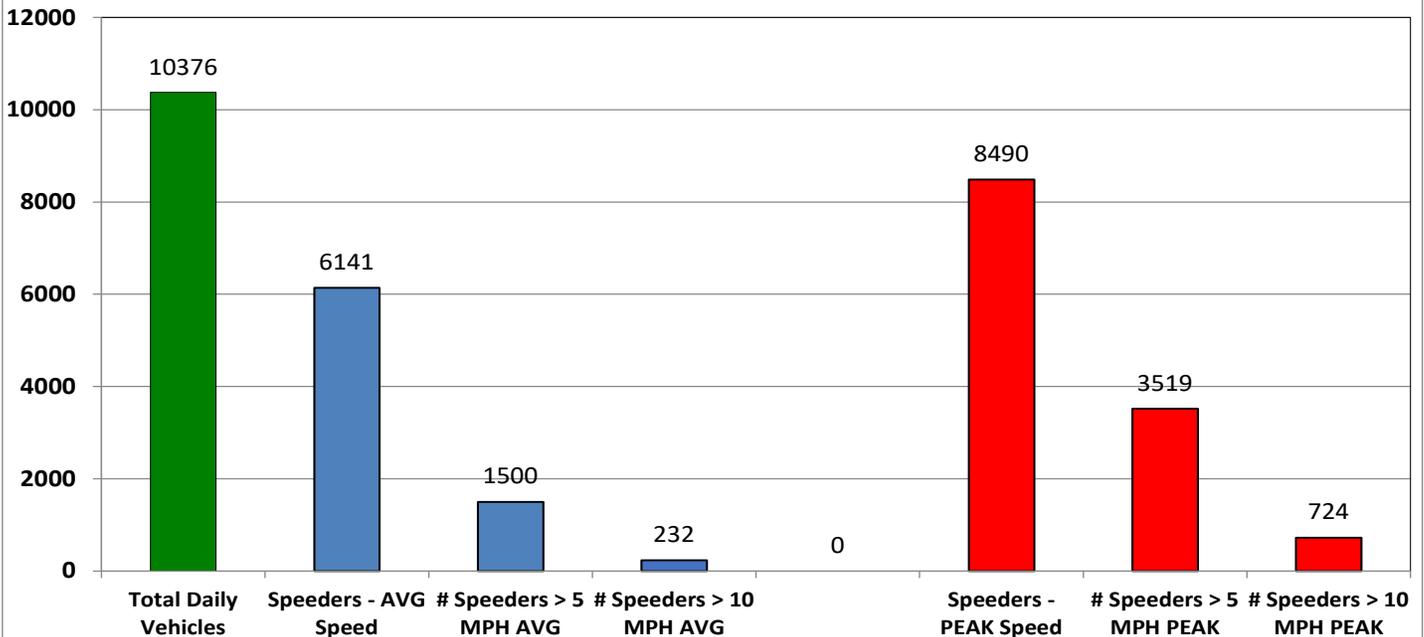
Week (7 days): 11/22/2020 - 11/28/2020

Weekly Speed Summary - Vehicle Counts



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 11/22/2020 - 11/28/2020

Charts Report

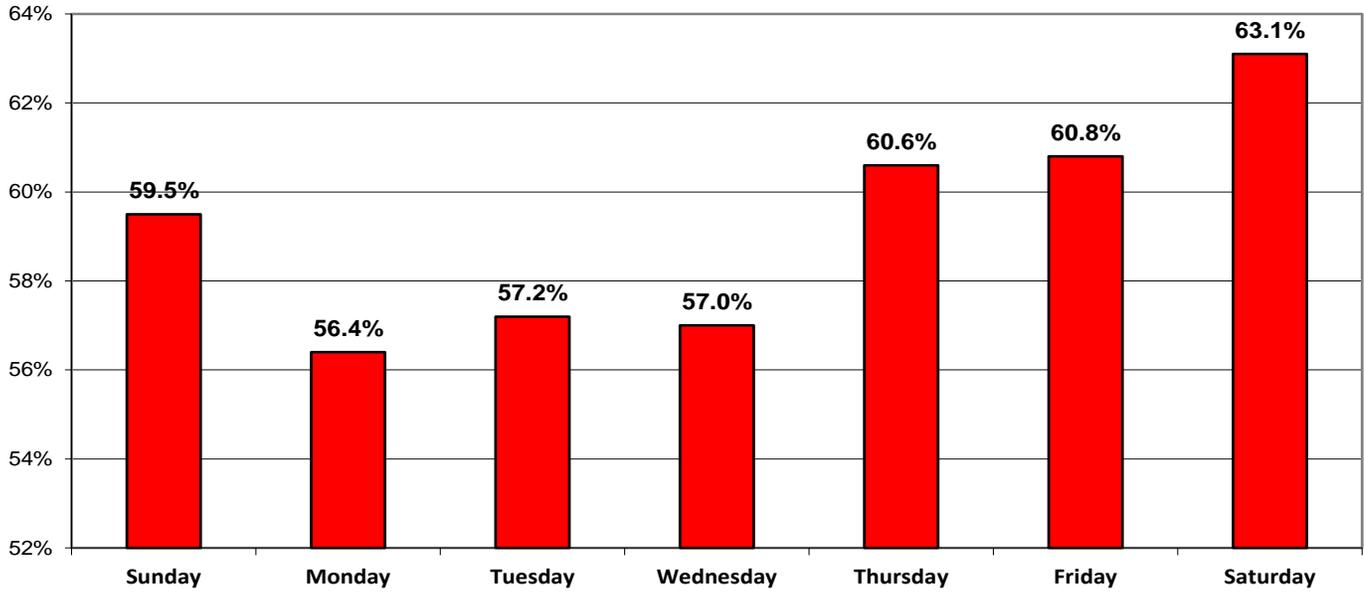
Charts Report

Percentage of Vehicles Speeding



Seymour and Oakview

Speed Limit = 25 MPH



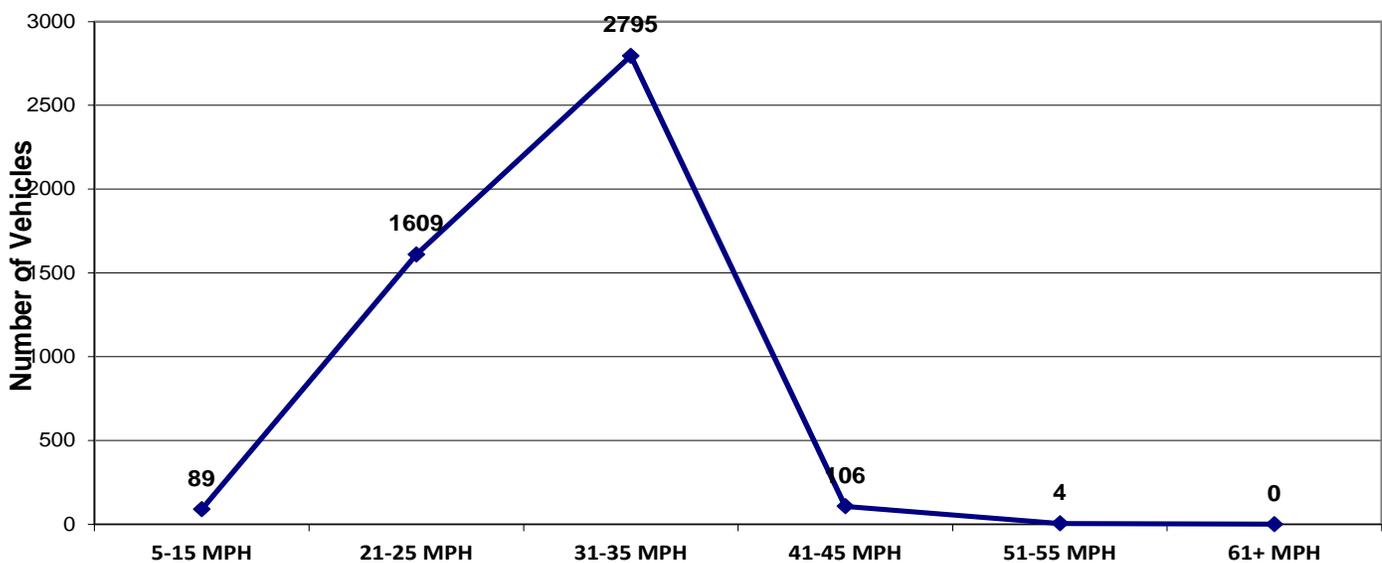
Week (7 days): 11/22/2020 - 11/28/2020

Vehicle Count by Peak Speed Bins



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 11/22/2020 - 11/28/2020

Charts Report

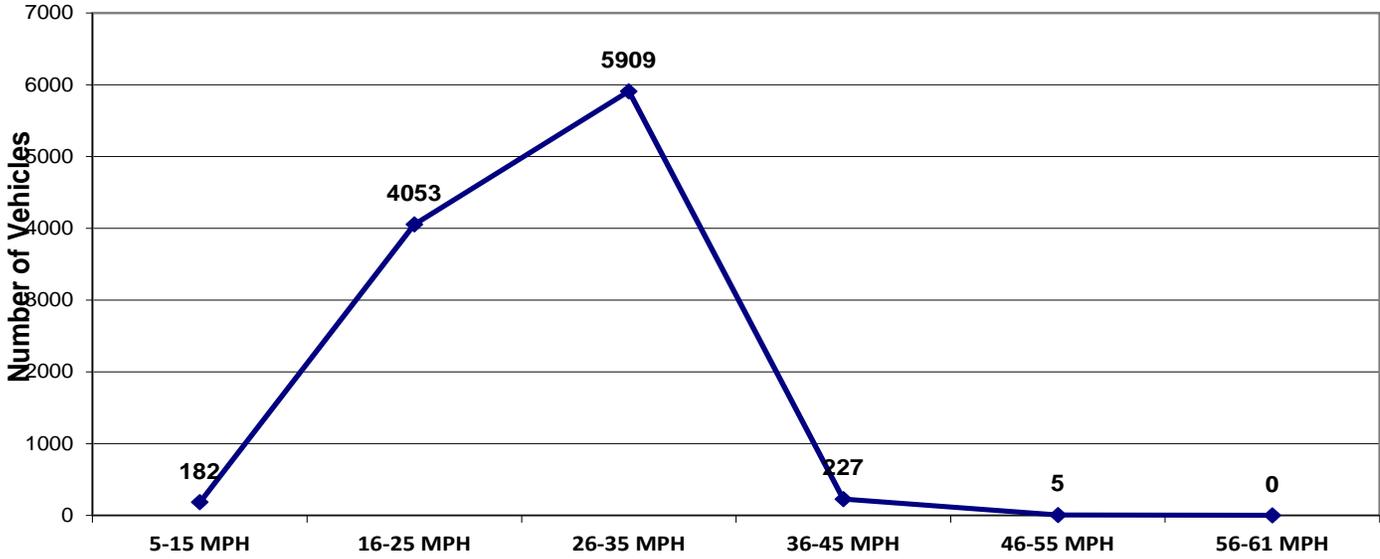
Charts Report

Vehicle Count by Avg. Speed Bins



Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 11/22/2020 - 11/28/2020

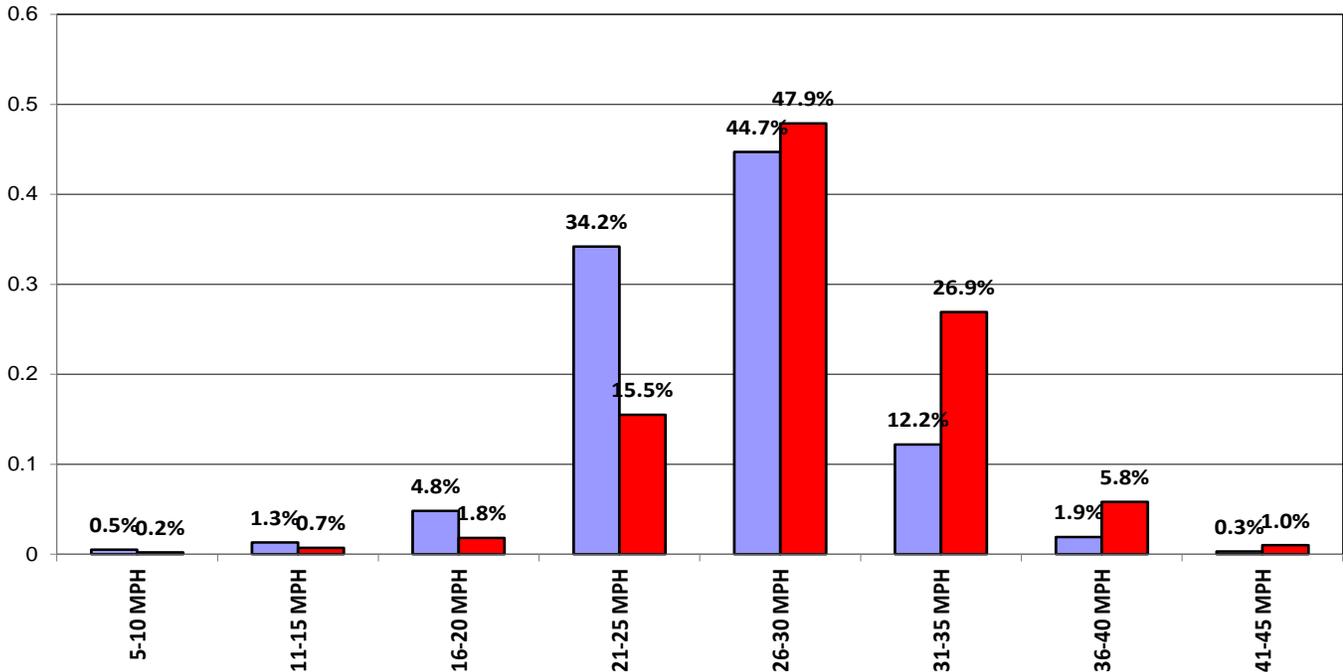
Avg. vs. Peak Speeds by Percentage



■ AVG ■ PEAK

Seymour and Oakview

Speed Limit = 25 MPH



Week (7 days): 11/22/2020 - 11/28/2020

Springbrook Hydrant Relocation		Glaeser Dawes		1/8/2021	
	Item of Work	Unit	Quantity	Unit Price	Total
159	Relocate Fire Hydrant	EA	1.00	\$ 5,716.00	\$ 5,716.00
152	Water Main, 6 inch, Tr Det F, Mod	LF	15.00	\$ 80.00	\$ 1,200.00
144	Turf Establishment	SY	50.00	\$ 5.00	\$ 250.00
125	Driveway, Nonreinf, Conc, 6 inch, Mod	SY	5.00	\$ 42.86	\$ 214.30

\$ 7,380.30

This is an estimate. Final cost will be based on quantities installed in place.



Where Friendships Last Forever

January 20, 2021

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

**Subject: 2021-2024 Mowing Bids
Letter of Recommendation**

Mr. Zettel,

We received and opened four (4) bids on January 19, 2021 for mowing City properties during the seasons from 2021 to 2024. The bid totals ranged from \$865.00 per week to \$2,185.00 per week to mow 29 properties within the City. Lawn Kings Lawn Care and Landscape, LLC was the low bid with a price of \$865.00 per week. I have included a bid tab for your reference.

I reviewed and confirmed Lawn Kings' bid. As you are aware, Lawn Kings has completed this work for the City for the last eight years. I would like to add that though I've only worked with them for one mowing season, I feel we have established an excellent working relationship. Whenever areas of concern were brought to their attention, either by myself, the City Council, or residents, I have discussed and reviewed with them and those areas have been addressed. I recommend award of this project to Lawn Kings at the base bid price of \$865.00 per week.

Sincerely,

Andrew J. Harris, P.E.
Director of Community Services
City of Swartz Creek

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

PLAN HOLDER / BID TABULATON SHEET

Opened by: Andy Harris
 Witness: Connie Olger

1/19/2020
 Due: 11:00 a.m.
 Opened at: 2:00 p.m.

Bidding for: 2021-2023 Mowing Bids

Name and address of bidder	Telephone	Email	Bid Amount	Addendum#1	Current Pricing	Remarks
Lawn Kings Lawn and Landscape, LLC 5187 Seymour Road Swartz Creek, MI 48473	810-357-6084	lawnkings1@ymail.com	\$865.00	Y	\$810.00	
Atlas Outdoor 3023 Atlas Rd Davison, MI 48423	810.877.5296	myatlasoutdoor.com	\$2,185.00	N		
Clean Cut Complete	810-597-2316	cleancutcomplete@gmail.com	\$1,512.00	Y		spreadsheet totals \$1522.00
Matt Jackson 3264 N. Term St. Flint, MI 48506	810-397-9850	jacksonmatt2683@yahoo.com				
Ace Outdoor Services 5247 Miller Rd. Flint, MI 47507	810-820-8313		\$1,074.00	Y		

**City of Swartz Creek
Department of Public Services
8083 Civic Drive
Swartz Creek, MI 48473
(810) 635-4464**

Sealed bids will be accepted for the three (3) mowing seasons beginning May 2021 through January 2024, by the City of Swartz Creek located at 8083 Civic Drive, Swartz Creek, MI 48473. Bids must be delivered to City Hall on or before 11 am, Monday, January 18, 2021. Please call City Hall at 810.635.4464 to coordinate a time to drop off the bid or leave the bid in the drop box on the City Hall campus. Bids will be virtually read to the public at 11:00 am on Tuesday, January 19, 2021. Login information for the virtual opening will be emailed to all Contractors submitting a bid.

A list and map showing the City owned properties is included as part of this document however, if there are any questions or if you wish to visit the site(s), please call me at 810.635.4464 to discuss.

All bids must be made on the attached City of Swartz Creek form. All envelopes containing bids must be plainly marked **“Mowing Bid.”** Bidding Contractors shall submit the completed bid form along with information detailing available equipment and manpower to assure adequate resources will be provided.

We are asking for a price submission on each individual location. The City will inform the contractor at the beginning of the season what areas need to be mowed. It is expected each location will be mowed one time per week. No area shall be mowed more than once per week unless directed to do so by the Director of Community Services. Any price for mowing less than the total area will be based on a percentage of the total area. As the season progresses all areas may be mowed less frequently or more frequently, at the City’s discretion.

As a requirement of the bid being accepted by the City of Swartz Creek, the successful contractor will submit to the City Clerk a policy of liability insurance covering the activities of the company submitting the bid, showing coverage in the amount of \$1,000,000-\$3,000,000. The successful contractor shall have adequate and appropriate equipment to perform all of the work for which this bid is submitted.

The City shall not be liable under any circumstances, including termination of this agreement, for costs of any equipment purchased by the contractor for the purpose of performing any of the work provided for in this bid.

Payment will be on a “per mowing” basis with the billing submitted on invoices at least once per month, payment to be net 30 days.

The City reserves the right to reject any and all bids.

Complete Bid packets will be sent electronically. Please contact Jody Key at 810.635.4464 or JKey@cityofswartzcreek.org. Due to the ongoing pandemic, please visit our website at <https://www.cityofswartzcreek.org/> for current hours of operation.

Andrew J. Harris, P.E.
Director of Community Services

BID FORM

CITY PROPERTIES—MOW & TRIM

Property	Location	Price Per Mowing/Trimming
1. City Admin Bldg	8083 Civic	\$ _____
2. Veteran's Memorial	8059 Fortino	\$ _____
3. Vacant Lot	South Morrish Rd (Adjacent to 5123 Morrish)	\$ _____
4. Water Tower (Including between fences on south side of property)	S of Miller, W of Winston	\$ _____
5. Amphitheater (Monday 5/01-8/01)	Civic Dr	\$ _____
6. Senior Center/Library	Civic Dr	\$ _____
7. Public Safety Bldg	Civic Dr	\$ _____
8. Vacant Lot, Fortino Dr.	8068 Fortino (North side of Fortino, west of Morrish)	\$ _____
9. Vacant Lot-Fortino Dr	4438 Morrish (North of 8068 Fortino)	\$ _____
10. Vacant Lot on Fortino	Between Cemetery and Post Office	\$ _____
11. Drain Easement- (Non Fenced Area)	Elms, S of Miller, at Creek	\$ _____
12. City Sign (Clear Vision)	Miller & Seymour, SE quadrant	\$ _____
13. Cemetery	Morrish & Fortino	\$ _____
14. Bicentennial Park Areas	Morrish, East Side, Wade to Morrish	\$ _____
15. Cappy Lane Sewer (Lift Station)	8331 Cappy	\$ _____
16. Elms Rd Park (Approx 35 Acres)	Elms Rd Park	\$ _____
17. Abrams Park (Approx 12 Acres)	Winshall Dr, Durwood to N Daval	\$ _____
18. Raubinger Rd (To Back of Houses)	S of Miller, N of Creek	\$ _____
19. 9217 Hill (empty Lot)	SW Corner of Seymour & Hill	\$ _____
20. 5492 Miller	Lot E of RR Tracks	\$ _____
21. Park & Ride	6425 Miller	\$ _____
22. 3350 Dye—50' off ROW	S of RR Tracks	\$ _____
23. 3386 Dye Rd—50' off ROW	S of RR Tracks	\$ _____
24. Vacant Lot, Wade & Second	NW quadrant Wade and 2nd	\$ _____
25. 36 Apple Creek Dr (1/2 acre lot)	S. Roundhouse Drive	\$ _____
26. 8067 Miller Road	SE quadrant of Hayes and Miller	\$ _____

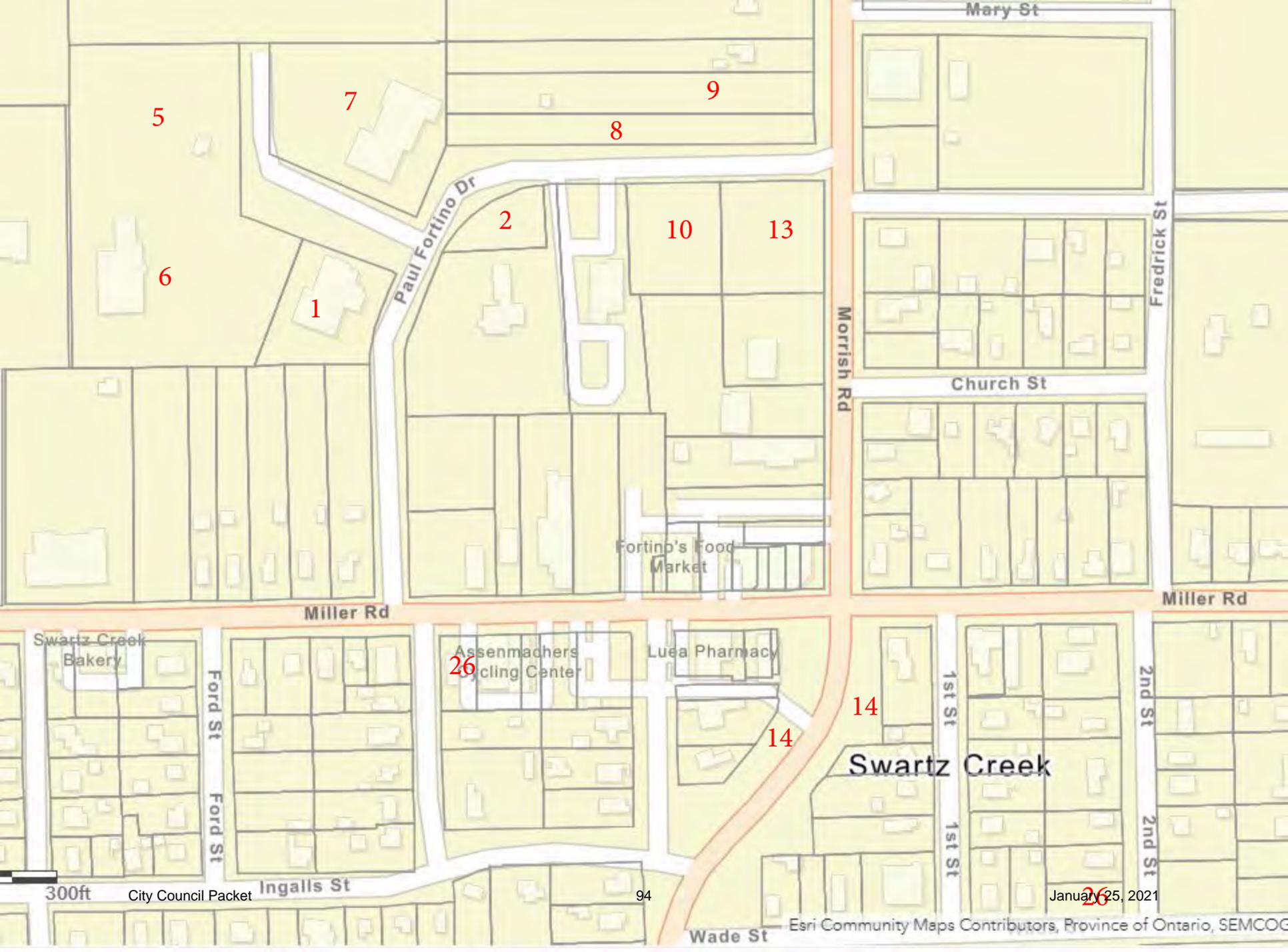
27. Residential lots per City Ord. # 364- (lots to be determined by City and sent to \$ _____
1/4 - 1/3 Acre contractor for processing)

TOTAL FOR CITY PROPERTIES \$ _____

Company Name _____

Address _____

Phone _____ Contact Name _____



5

7

9

8

6

1

2

10

13

Fortino's Food Market

Miller Rd

Swartz Creek Bakery

Assenmachers Cycling Center

Luea Pharmacy

26

14

14

Swartz Creek

300ft

City Council Packet

Ingalls St

94

January 25, 2021

26

Wade St

Esri Community Maps Contributors, Province of Ontario, SEMCOG



24

3

ON NORTH AMERICA



Miller Rd

Miller Rd

Winston Dr

Winston Dr

218'

12'

180'

Gill-Roy's
Hardware

Luea Ln

Luea Ln

4

Chesterfield Dr

Chesterfield Dr

Chelmsford Dr

Chelmsford Dr



16

Elms Park



129

Miller Rd

SUBWAY
Kroger

Kroger Fuel
Center

Miller Rd

11

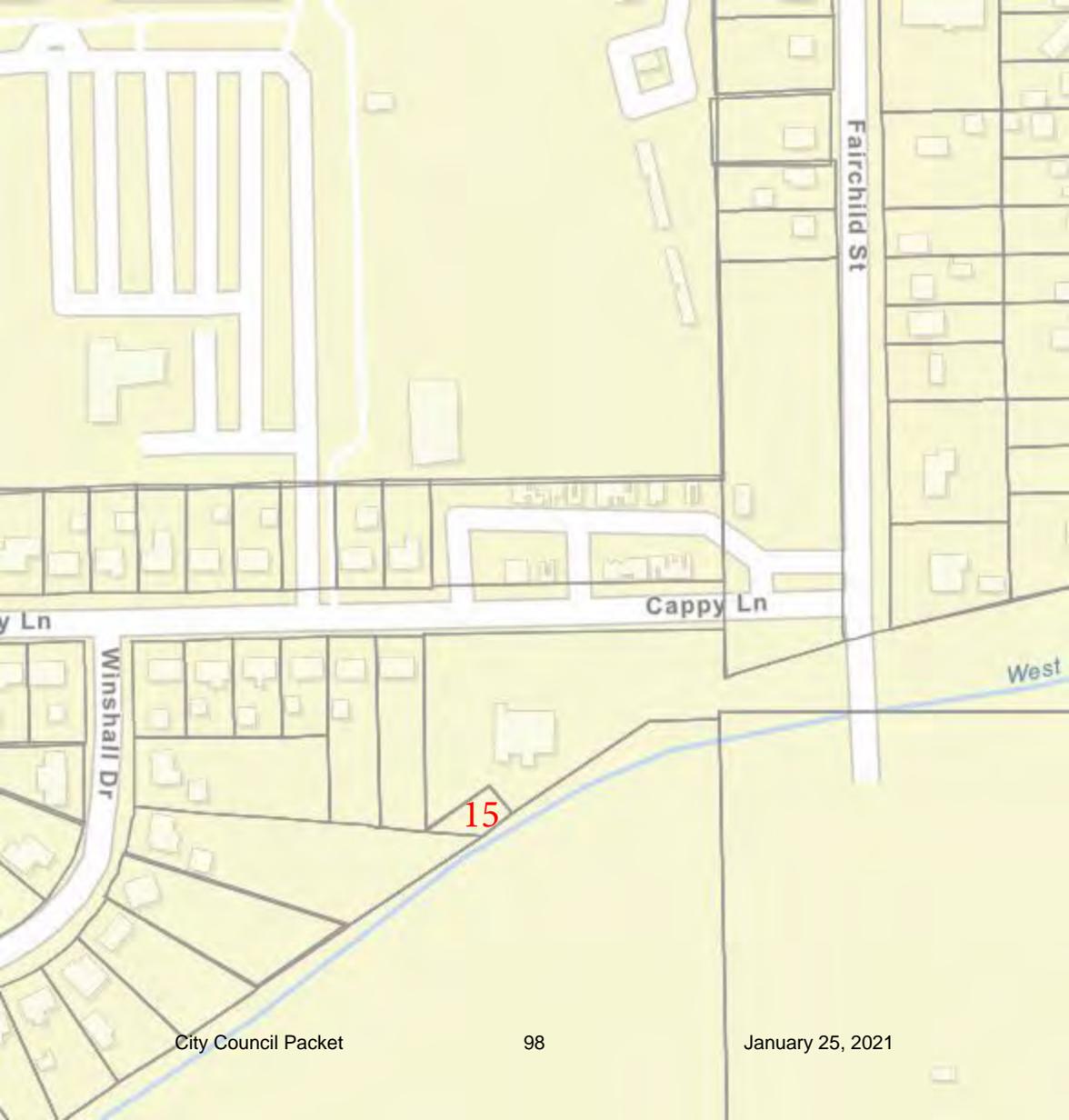
Eagle Dr

Canary Dr

City Council Packet

97

January 25, 2021



Fairchild St

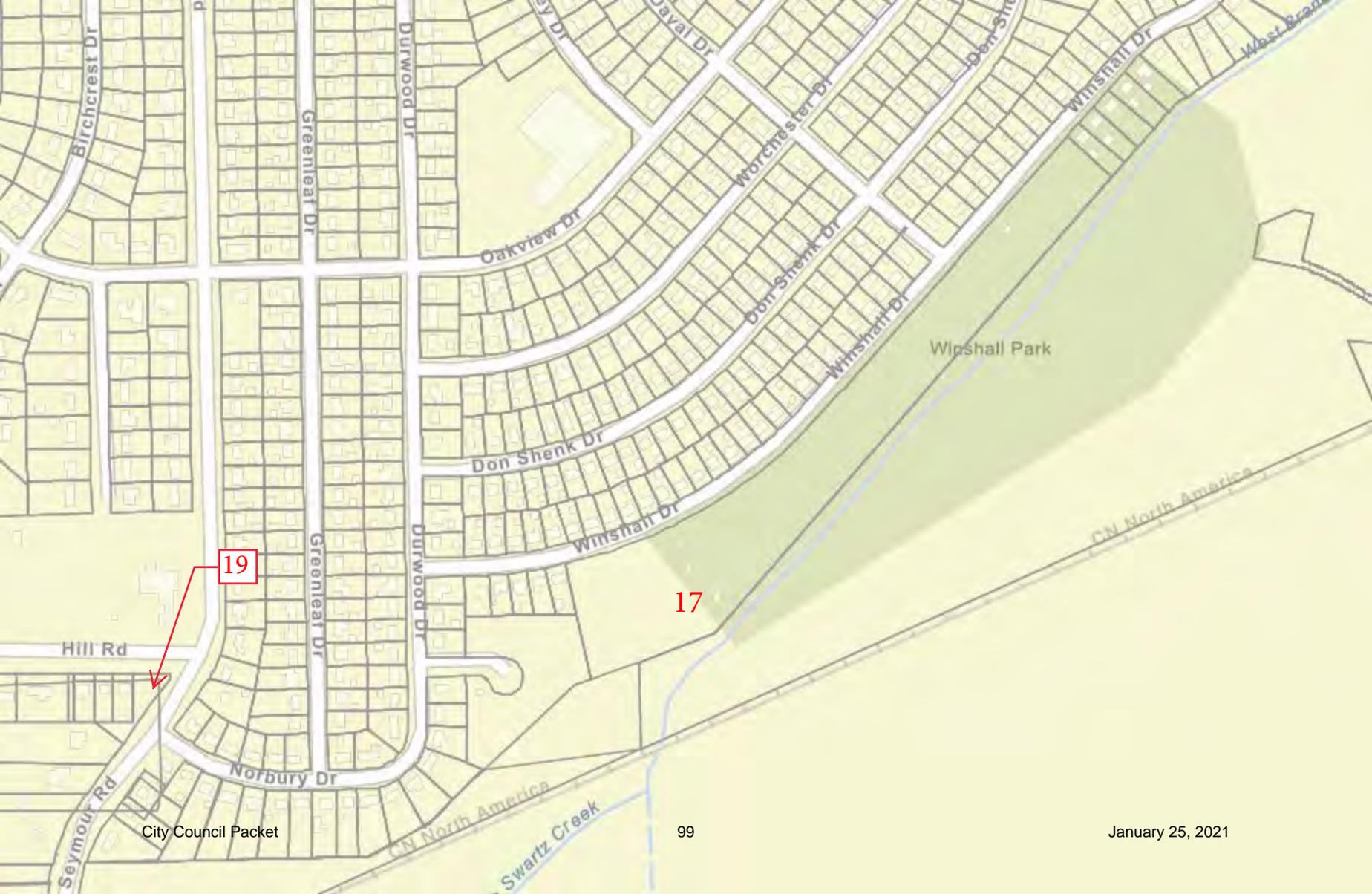
y Ln

Cappy Ln

West

Winshall Dr

15



Birchcrest Dr

Greenleaf Dr

Durwood Dr

Oakview Dr

Bayal Dr

Worcester Dr

Don Shenk Dr

Winshall Dr

West Branch

Don Shenk Dr

Winshall Dr

Winshall Park

CN North America

19

17

Hill Rd

Norbury Dr

CN North America

Swartz Creek



Miller Rd

Maya Ln

Miller Rd

Raubinger Rd

18

West Branch Swartz Creek

West Branch



20

21



22

23

128

128



Morrish Rd

W Roundhouse Rd

S Roundhouse Rd

City Council Packet

103

25

January 25, 2021

Fredrick St

Depot Dr

**REQUEST FOR BIDS
LAWN MOWING
CITY OF SWARTZ CREEK**

ADDENDUM #1

Revision to ‘Advertisement for Bids’

Revise following sentences:

‘The City of Swartz Creek will be accepting sealed bids for three (3) mowing seasons beginning May 2021 through January 2024 until 11 am Monday January 18, 2021, with bids being virtually read to the public at 11:00 am on Tuesday January 19, 2021.’

‘Bids must be delivered to City Hall on or before 11 am, Monday, January 18, 2021.’

To Read:

‘The City of Swartz Creek will be accepting sealed bids for three (3) mowing seasons beginning May 2021 through January 2024 until 11 am **Tuesday January 19, 2021**, with bids being virtually read to the public at **2:00 pm on Tuesday January 19, 2021**.’

‘Bids must be delivered to City Hall on or before **11 am, Tuesday, January 19, 2021**.’

This Addendum shall be part of the bid document and must be signed and submitted with the bid.

Name (signed): _____

Date: _____

Name (printed): _____

Company: _____

PLAN HOLDER / BID TABULATON SHEET

Opened by: Andy Harris
 Witness: Connie Olger

1/19/2020
 Due: 11:00 a.m.
 Opened at: 2:00 p.m.

Bidding for: 2021-2023 Mowing Bids

Name and address of bidder	Telephone	Email	Bid Amount	Addendum#1	Current Pricing	Remarks
Lawn Kings Lawn and Landscape, LLC 5187 Seymour Road Swartz Creek, MI 48473	810-357-6084	lawnkings1@ymail.com	\$865.00	Y	\$810.00	
Atlas Outdoor 3023 Atlas Rd Davison, MI 48423	810.877.5296	myatlasoutdoor.com	\$2,185.00	N		
Clean Cut Complete	810-597-2316	cleancutcomplete@gmail.com	\$1,512.00	Y		spreadsheet totals \$1522.00
Matt Jackson 3264 N. Term St. Flint, MI 48506	810-397-9850	jacksonmatt2683@yahoo.com				
Ace Outdoor Services 5247 Miller Rd. Flint, MI 47507	810-820-8313		\$1,074.00	Y		

**REQUEST FOR BIDS
LAWN MOWING
CITY OF SWARTZ CREEK**

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'Bids must be delivered to City Hall on or before **11 am, Tuesday, January 19, 2021**.'

This Addendum shall be part of the bid document and must be signed and submitted with the bid.

Name (signed):



Date:

1/13/2021

Name (printed):

Aaron Whitman

Company:

Ace outdoor services LLC.

BID FORM

CITY PROPERTIES—MOW & TRIM

Property	Location	Price Per Mowing/Trimming
1. City Admin Bldg	8083 Civic	\$ <u>18</u>
2. Veteran's Memorial	8059 Fortino	\$ <u>18</u>
3. Vacant Lot	South Morrish Rd (Adjacent to 5123 Morrish)	\$ <u>12</u>
4. Water Tower (Including between fences on south side of property)	S of Miller, W of Winston	\$ <u>18</u>
5. Amphitheater (Monday 5/01-8/01)	Civic Dr	\$ <u>38</u>
6. Senior Center/Library	Civic Dr	\$ <u>18</u>
7. Public Safety Bldg	Civic Dr	\$ <u>18</u>
8. Vacant Lot, Fortino Dr.	8068 Fortino (North side of Fortino, west of Morrish)	\$ <u>12</u>
9. Vacant Lot-Fortino Dr	4438 Morrish (North of 8068 Fortino)	\$ <u>38</u>
10. Vacant Lot on Fortino	Between Cemetery and Post Office	\$ <u>18</u>
11. Drain Easement- (Non Fenced Area)	Elms, S of Miller, at Creek	\$ <u>12</u>
12. City Sign (Clear Vision)	Miller & Seymour, SE quadrant	\$ <u>18</u>
13. Cemetery	Morrish & Fortino	\$ <u>38</u>
14. Bicentennial Park Areas	Morrish, East Side, Wade to Morrish	\$ <u>12</u>
15. Cappy Lane Sewer (Lift Station)	8331 Cappy	\$ <u>12</u>
16. Elms Rd Park (Approx 35 Acres)	Elms Rd Park	\$ <u>495</u>
17. Abrams Park (Approx 12 Acres)	Winshall Dr, Durwood to N Daval	\$ <u>150</u>
18. Raubinger Rd (To Back of Houses)	S of Miller, N of Creek	\$ <u>12</u>
19. 9217 Hill (empty Lot)	SW Corner of Seymour & Hill	\$ <u>12</u>
20. 5492 Miller	Lot E of RR Tracks	\$ <u>12</u>
21. Park & Ride	6425 Miller	\$ <u>18</u>
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24. Vacant Lot, Wade & Second	NW quadrant Wade and 2nd	\$ <u>18</u>
25. 36 Apple Creek Dr (1/2 acre lot)	S. Roundhouse Drive	\$ <u>21</u>
26. 8067 Miller Road	SE quadrant of Hayes and Miller	\$ <u>12</u>

27. Residential lots per City Ord. # 364- (lots to be determined by City and sent to contractor for processing) \$ 75 (Not in Total)
1/4 - 1/3 Acre

TOTAL FOR CITY PROPERTIES \$ 1,074

Company Name Ace Outdoor Services LLC.

Address P.O. Box 779 Grand Blanc, MI 48480

Phone 810-820-8313 Contact Name Aaron Whitener

Email: Aceoutdoorservices@gmail.com

Since 2001, we at Ace have been dedicated to building strong relationships, providing quality service, and steadily growing to be a credible and viable company. What truly sets us apart from our competitors is the accessibility and responsiveness of our management team. Our hands-on approach ensures that YOUR satisfaction is met. Our highly trained teams specialize in maintaining Condominium and Multi-family Communities, Industrial Properties, Shopping Centers, and Healthcare Facilities. We are grateful for the opportunity to submit information regarding our company to you and please don't hesitate to contact me for additional information or to schedule an estimate. We are excited for the opportunity to work with you and build a solid relationship.

Sincerely,

Maintain



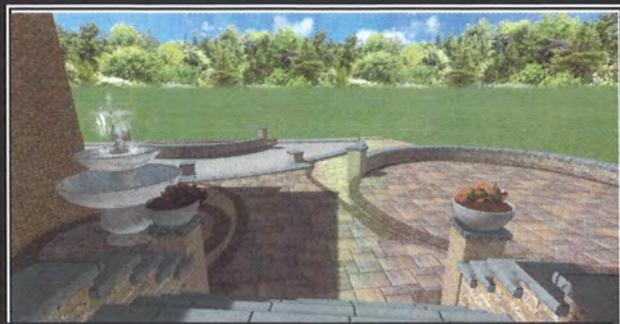
- ♣ Weekly Mowing
- ♣ Spring & Fall Clean-up
- ♣ Thatch & Aeration
- ♣ Tree & Shrub Trimming
- ♣ Tree Removal
- ♣ Fertilization
- ♣ Weed Control
- ♣ Mulch Installation
- ♣ Bed Maintenance Programs
- ♣ Irrigation Start up & Winterization

At Ace, we understand that your property is one of your most important assets. That's why we strive to bring the best quality and service to our clients since our humble beginnings in 2001. We currently operate 9 commercial maintenance crews 11 Residential crews, as well as 4 designated bed maintenance crews. No two properties are the same and we get that! We find out what's important to YOU and build a customized approach to maintaining your property.



- ▲ **Full Landscape Design**
- ▲ **Unilock Certified**
- ▲ **Fednt Retaining Walls**
- ▲ **Natural Stone**

Design



We have a passion for great design, and great design starts with *YOUR* vision. From beginning to end, we take the time to discover your needs and wants for your dream project. We have the design, knowledge, and experience to make your dream outdoor space a reality .



AUTHORIZED CONTRACTOR
UNILOCK

Build

- ♣ Brick Pavers
- ♣ Retaining Walls
- ♣ Stamped Concrete
- ♣ Plant Installation
- ♣ Fencing
- ♣ Irrigation Installation



Our highly trained teams specialize in installing custom landscape construction from patios and retaining walls to outdoor lighting and sod. We are committed providing the best quality of construction and service for your peace of mind.



**AUTHORIZED
CONTRACTOR**
UNILOCK

Snow Management

- ♣ Snow Plowing
- ♣ Walkway Clearing
- ♣ Salt Application
- ♣ Walkway Ice Melt Application
- ♣ Snow Stacking & Haul Away



At Ace, we LOVE snow! Our team is dedicated to providing prompt, professional snow and ice removal to insure your property is safe and clear for your employees, tenants, and customers. We closely monitor the ever changing Michigan winter conditions and are ready to respond 24 / 7.



Equipment

Trucks

Fleet of 60 trucks ranging from
F-150/250/350/550 trucks to
F-350/650 Dump trucks

Mowers

Fleet of 60 ex-mark mowers

Landscaping

Specialized grading equip.
Brickwork tools
Tree and shrub trimming
Irrigation repair and install.

Special Equipment

Finn-Hydroseeder
Finn-Mulch Blower

Heavy Equipment

(5) Cat Tracked Skid Steer
(2) Cat. 242D Skid Steer
Cat. 257B Skid Steer
(4) Cat 906h2 Loader
2017 Cat. 305E2 Excavator

Snow & Ice

2- Boss 10' V-Plow
35- Boss 9,2" V-Plow
3- Boss 8,2" V-Plow
1- Snowman Pull Plow w/ Wings
28- Vee Box Salt Spreaders
2- Tailgate 4 Spreader

Snow Push Boxes

(7) 10' "Kage" Pusher
(8) (3)-8' Pusher
(2) 10' Pusher
(2) 14' Pusher
(2) 10' Pusher
14' Pusher

Special Equipment

(7) ATV- Polaris 550 with boss plow

BID FORM

CITY PROPERTIES—MOW & TRIM

Property	Location	Price Per Mowing/Trimming
1. City Admin Bldg	8083 Civic	\$ <u>75</u>
2. Veteran's Memorial	8059 Fortino	\$ <u>40</u>
3. Vacant Lot	South Morrish Rd (Adjacent to 5123 Morrish)	\$ <u>30</u>
4. Water Tower (Including between fences on south side of property)	S of Miller, W of Winston	\$ <u>30</u>
5. Amphitheater (Monday 5/01-8/01)	Civic Dr	\$ <u>45</u>
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13. Cemetery	Morrish & Fortino	\$ <u>85</u>
14. Bicentennial Park Areas	Morrish, East Side, Wade to Morrish	\$ <u>100</u>
15. Cappy Lane Sewer (Lift Station)	8331 Cappy	\$ <u>30</u>
16. Elms Rd Park (Approx 35 Acres)	Elms Rd Park	\$ <u>750</u>
17. Abrams Park (Approx 12 Acres)	Winshall Dr, Durwood to N Daval	\$ <u>360</u>
18. Raubinger Rd (To Back of Houses)	S of Miller, N of Creek	\$ <u>45</u>
19. 9217 Hill (empty Lot)	SW Corner of Seymour & Hill	\$ <u>30</u>
20. 5492 Miller	Lot E of RR Tracks	\$ <u>30</u>
21. Park & Ride	6425 Miller	\$ <u>35</u>
22. 3350 Dye—50' off ROW	S of RR Tracks	\$ <u>35</u>
23. 3386 Dye Rd—50' off ROW	S of RR Tracks	\$ <u>35</u>
24. Vacant Lot, Wade & Second	NW quadrant Wade and 2nd	\$ <u>35</u>
25. 36 Apple Creek Dr (1/2 acre lot)	S. Roundhouse Drive	\$ <u>60</u>
26. 8067 Miller Road	SE quadrant of Hayes and Miller	\$ <u>30</u>

27. Residential lots per City Ord. # 364- (lots to be determined by City and sent to contractor for processing) \$ 65 (not included)
1/4 - 1/3 Acre

TOTAL FOR CITY PROPERTIES

\$ 2,185

Company Name ATLAS OUTDOOR LLC
Address 1372 W. Hill Rd. Flint MI 48507
Phone (810) 877-8460 Contact Name Thomas Elliott

(44) TRUCKS

Vehicle Number	YEAR	MAKE	MODEL	VIN #	SPEC	Driver	Winter Driver	Department	PLATES	INSURANCE	TITLE	Secured Interest	Notes
A21	2012	CHEVY	2500 TRUCK	1GCOVKCGX222514	2500 HD TRUCK	Mike Betz	Mike Betz	LM	2/28/2019	6/20/2019	YES		
A25	2013	CHEVY	SILVERADO	1GCOVKCG7DZ163889	2500 HD TRUCK	Dylan Marlow		LM	2/28/2019	6/20/2019	YES		
A29	2012	FORD	450 TRUCK	1FDUF4HT3CFC78299	F450 TRUCK	Dave Garner	Dave Craft	LM	2/28/2019	6/20/2019	YES		
A31	2013	CHEVY	SILVERADO	1GCOVKCG4DZ232716	REG CAB PICKUP	Brandon Nelson		LM	2/28/2019	6/20/2019	YES		
A32	2013	CHEVY	SILVERADO	1G2KXVCG9D2289759	2500 HD TRUCK	Brandon Uhrig		LS	2/28/2019	6/20/2019	YES		
A33	2013	FORD	F550	1FDUF5HT6DEA59814	PICKUP	Tommy Williams		LM	2/28/2019	6/20/2019	NO		
A37	2015	CHEVY	3500 HD DUMP TRUCK	1GB8KYC82F127236	3500 HD DUMP T	No one	Dave Garner	LM	2/28/2019	6/20/2019	YES		
A38	2006	CHEVY	EXPRESS CUTAWAY	1GB1G31U861259376	VAN	Josh Beeher		LS	2/28/2019	6/20/2019	YES		
A39	2015	CHEVY	SILVERADO	1GCOKUEG5FZ141576	PICKUP	Dave Burton	Dave Burton	LM	2/28/2019	6/20/2019	YES		
A40	2015	CHEVY	SILVERADO	1G2KVEG1FZ131111	PICKUP	Tim Babcock	Tim Babcock	General	2/28/2019	6/20/2019	YES		
A41	2015	FORD	F550 TRUCK	1FDW5HT7FE837860	F550 TRUCK	Christina Rod.		LM	2/28/2019	6/20/2019	YES		
A43	2015	CHEVY	SILVERADO	1GC1KUEG7F550104	2500 HD TRUCK	Don Harrington	Brandon Uhrig	LM	2/28/2019	6/20/2019	YES		
A44	2015	CHEVY	SILVERADO	1GCOKUEG7FZ514701	2500 HD TRUCK	John Snyder		LM	2/28/2019	6/20/2019	NO		
A45	2014	GMC	SAVANA	1GTW7FCAT1904264	2500 VAN	Nick Tallman		LS	2/28/2019	6/20/2019	YES		
A46	2015	CHEVY	SILVERADO	1G2KUEG9FZ141413	2500 HD PICK UP	Dave Robison		LM	2/28/2019	6/20/2019	YES		
A47	2015	FORD	DUMP TRUCK	1FDUF5HT7FC73164	F550 DUMP TRUC	No one		LS	2/28/2019	6/20/2019	YES		
A48	2015	CHEVY	SILVERADO	1GB4KYCG3F568627	PICKUP	Chris Thomas		LM	2/28/2019	6/20/2019	YES		
A49	2015	CHEVY	SILVERADO	1G2KUEG9FZ52844	PICKUP	No one		LM	2/28/2019	6/20/2019	YES		
A54	2016	FORD	F750 DUMP TRUCK	1FDWX7DC2GDA01684	F750DUMP TRUC	No one		LS	2/28/2019	6/20/2019	NO		
A55	2016	CHEVY	COLORADO	1GCHS8EAXG1217683	COLORADO	No one		LS	2/28/2019	6/20/2019	YES		
A56	2015	CHEVY	3500 HD DUMP TRUCK	1GB4KYCG5F623997	3500 HD DUMP T	Brandon Weible		LM	2/28/2019	6/20/2019	YES		
A57	2016	GMC	DENALI	1GT12UE8ZGF254787	SAM'S TRUCK-Per			General	9/23/2019	6/20/2019	YES		
A58	2016	CHEVY	SILVERADO	1G2KUEG2GZ298640	2500 4WD	Dave Craft	Chris Thomas	LS	2/28/2019	6/20/2019	YES		
A60	2016	CHEVY	COLORADO	1GGS8EAOG1389071	PICKUP	No one		LS	2/28/2019	6/20/2019	YES		
A61	2016	CHEVY	SILVERADO	1G1KXV6G4F295497	TOM'S TRUCK			General	2/28/2019	6/20/2019	YES		
A63	2017	CHEVY	SILVERADO	1GB3KYCGXHF182933	JOE LUPO			LM	2/28/2019	6/20/2019	YES		
A65	2017	Ford		1FDNX6DC5HD807974	F650 SD	Junior Martinez	Bobbi C.	LS	2/28/2019	6/20/2019	YES		
A66	2018	CHEVY	Silverado	1G1KUEG2JF158401	2500 CREW	Will McQueen	Will McQueen	General	2/28/2019	6/20/2019	YES		
A67	2018	CHEVY	Silverado	1G1KUEG1JF159961	2500 CREW	Bobbie's		General	2/28/2019	6/20/2019	YES		
A68	2018	CHEVY	Silverado	1G1KUEG2JF160780	2500 CREW	Keegan's		General	2/28/2019	6/20/2019	YES		
A69	2018	CHEVY		1G2KUEG7JZ134209	PICKUP	Kyle Crosson	Kyle Crosson	General	2/28/2019	6/20/2019	YES		
A70	2005	Chevy	International	1HTMMAAM05H138937	4000 MODEL	No one		LS	2/29/2020	6/20/2019	YES		
A71	2017	Chevy		1GB3KYCG2HF03208	Dump	No One		General	2/28/2020	6/20/2019	YES		
A72	2019	Chevrolet	Silverado	2G2KREG3K1137065	PICKUP	Lee Duncan	Lee Duncan	General	2/28/2020	06/20/2019	YES	Wells Fargo	
A73	2019	Chevrolet	Colorado crew	1GCGTBE1N5K1160703	PICKUP			General	02/28/2019	06/20/2019	YES	Wells Fargo	
A74	2019	Chevrolet	Colorado crew	1GCGTBE1N5K1160271	PICKUP			General	02/28/2020	06/20/2019	YES	Wells Fargo	
A75	2019	Chevrolet	Colorado crew	1GCGTBE1N7K1161044	PICKUP			General	02/28/2020	06/20/2019	YES	Wells Fargo	
A76	2019	Chevrolet	Colorado	1GCGTBE1N4K1113212	PICKUP			General	02/28/2020	06/20/2019	YES		
A77	2019	Chevrolet	Colorado	1GCGTBE1N5K1132318	PICKUP			General	02/28/2020	06/20/2019	YES		
A78													
A79	2015	FORD	F550 CREW CAB	1FDW5HT3FED58620	DUMP TRUCK			General					
A81	2005	chevrolet		7500	DUMP TRUCK			General					
A82	2020	chevrolet		4500	DUMP TRUCK			General					
A83	2021	chevrolet			flat bed			General					
A84	2021	chevrolet			PICKUP			General					
					PICKUP								

Equipment LIST

MOWERS

Type	brand	Model	Serial Number	Year	Date Purchased	number
WALK BEHIND	EXMARK	TTS48JCKA36300	316603114	2016		M30
WALK BEHIND	EXMARK	TTS16KA360	924825			M29
WALK BEHIND	EXMARK	TTS16KA360	924827			M28
WALK BEHIND	EXMARK	TT4817KAC	489784			M27
WALK BEHIND	EXMARK	ECS180CKA30	316612960	2016		M33
WALK BEHIND	EXMARK	ECS180CKA30	313611660	2013		M32
WALK BEHIND	EXMARK	TT4817KAC	na			M26
LAZER	EXMARK	LZS749AKC604	400146197	2017		M25
LAZER	EXMARK	LZS749AKC604	400146218	2017		M24
LAZER	EXMARK	LZS749AKC604	400103390	2017		M23
LAZER	EXMARK	LZS749AKC604	400146219	2017		M22
LAZER	EXMARK	LZS749AKC604	400146215	2017		M21
LAZER	EXMARK	LZS749AKC604	400146198	2017		M20
LAZER	EXMARK	LZS749AKC604	400146217	2017		M19
LAZER	EXMARK	LZS749AKC604	400146220	2017		M18
LAZER	EXMARK	LZ749AKC604	316620900	2016		M07
LAZER	EXMARK	LZS749EKC604	315623731	2015		M06
LAZER	EXMARK	LZS749EKC604	315623710	2015		M05
LAZER	EXMARK	LZS749EKC604	315623714	2015		M04
LAZER	EXMARK	LZS749EKC604	315623704	2015		M03
LAZER	EXMARK	LZS749EKC604	314624509	2014		M02
LAZER	EXMARK	LZS749EKC604	314650644	2014		M01
LAZER	EXMARK	LZX940EKC606	316625722	2016		M17
LAZER	EXMARK	LZX940EKC606	316625723	2016		M16
LAZER	EXMARK	LZX940EKC606	316626925	2016		M15
LAZER	EXMARK	LZX940EKC606	316626949	2016		M14
LAZER	EXMARK	LZX940EKC606	316665165	2016		M13
LAZER	EXMARK	LZX940EKC606	316665186	2016		M12
LAZER	EXMARK	LZX940EKC606	316626924	2016		M11
LAZER	EXMARK	LZX940EKC606	316613588	2016		M10
LAZER	EXMARK	LZX940EKC606	316665166	2016		M9

Mowers

LAZER	EXMARK	LZX940EKC606	316665180	2016	M8
WALK BEHIND	EXMARK	ecskap21	959735		M31

Heavy Equipment

Type	Brand	Model	Serial number	Year	EQ NUMBER
EXCAVATOR	CAPERPILLAR	304ECR	TTNO2884	2015	EQ04
MULTI TERRAIN	CAPERPILLAR	287D	HMT00659	2015	EQ02
MULTI TERRAIN	CAPERPILLAR	257D	DHEZW00867	2015	EQ01
MULTI TERRAIN	CAPERPILLAR	259D	DHFTL17340	2018	EQ07
MULTI TERRAIN	CAPERPILLAR	259D	FLT20118	2018	EQ05
SKID STEER	CAPERPILLAR	242D	DZTO4383	2018	EQ06
BACK HOE	CAPERPILLAR	420F	HWCO1641	2016	EQ03
WHEEL LOADER	CAPERPILLAR	906M	H6601777	2017	EQ08
WHEEL LOADER	CAPERPILLAR	903C2	MW800422	2018	EQ10
DINGO TX1000	TORO	TX22328	400625545	2017	EQ09
CASE TRENCHER	Case	30+4		1970s	EQ16
WHEEL LOADER	CAPERPILLAR		926 LTE07109	2019	EQ17
TRACTOR	KUBOTA	L6060		2019	EQ18
DITCH SWITCH	DITCH SWITCH		410 4X0382	2003	EQ19
LOADER	AVANT		860 EQ0123055	2020	EQ20
SKID STEER	DITCH SWITCH	SK1550		2020	EQ21
BOX RAKE	CAPERPILLAR	SSLR18B	DAS01515	2018	EQ11
HARLEY RAKE	CAPERPILLAR	SSLPR184	PRW01395	2015	EQ12
VIBRATORY PLOW	TORO		22911 400625003		EQ13
HYDROSEEDER	FINN	T75	1F9TS172XGF135789	2016	EQ14
SWEEPSTER VRS	PALADIN				EQ15
UNILYFT	UNILYFT	WIDE TRACK	841400P-058	2019	37,900.00

**REQUEST FOR BIDS
LAWN MOWING
CITY OF SWARTZ CREEK**

ADDENDUM #1

Revision to 'Advertisement for Bids'

Revise following sentences:

'The City of Swartz Creek will be accepting sealed bids for three (3) mowing seasons beginning May 2021 through January 2024 until 11 am Monday January 18, 2021, with bids being virtually read to the public at 11:00 am on Tuesday January 19, 2021.'

'Bids must be delivered to City Hall on or before 11 am, Monday, January 18, 2021.'

To Read:

'The City of Swartz Creek will be accepting sealed bids for three (3) mowing seasons beginning May 2021 through January 2024 until 11 am **Tuesday January 19, 2021**, with bids being virtually read to the public at **2:00 pm on Tuesday January 19, 2021**.'

'Bids must be delivered to City Hall on or before **11 am, Tuesday, January 19, 2021**.'

This Addendum shall be part of the bid document and must be signed and submitted with the bid.

Name (signed): 

Date: 1-13-2021

Name (printed): Richard Davidson

Company: Clean Cut Complete

BID FORM

CITY PROPERTIES—MOW & TRIM

Property	Location	Price Per Mowing/Trimming
1. City Admin Bldg	8083 Civic	\$ <u>60</u>
2. Veteran's Memorial	8059 Fortino	\$ <u>30</u>
3. Vacant Lot	South Morrish Rd (Adjacent to 5123 Morrish)	\$ <u>22</u>
4. Water Tower (Including between fences on south side of property)	S of Miller, W of Winston	\$ <u>20</u>
5. Amphitheater (Monday 5/01-8/01)	Civic Dr	\$ <u>40</u>
6. Senior Center/Library	Civic Dr	\$ <u>40</u>
7. Public Safety Bldg	Civic Dr	\$ <u>40</u>
8. Vacant Lot, Fortino Dr.	8068 Fortino (North side of Fortino, west of Morrish)	\$ <u>25</u>
9. Vacant Lot-Fortino Dr	4438 Morrish (North of 8068 Fortino)	\$ <u>25</u>
10. Vacant Lot on Fortino	Between Cemetery and Post Office	\$ <u>60</u>
11. Drain Easement- (Non Fenced Area)	Elms, S of Miller, at Creek	\$ <u>18</u>
12. City Sign (Clear Vision)	Miller & Seymour, SE quadrant	\$ <u>7</u>
13. Cemetery	Morrish & Fortino	\$ <u>65</u>
14. Bicentennial Park Areas	Morrish, East Side, Wade to Morrish	\$ <u>75</u>
15. Cappy Lane Sewer (Lift Station)	8331 Cappy	\$ <u>20</u>
16. Elms Rd Park (Approx 35 Acres)	Elms Rd Park	\$ <u>535</u>
17. Abrams Park (Approx 12 Acres)	Winshall Dr, Durwood to N Daval	\$ <u>200</u>
18. Raubinger Rd (To Back of Houses)	S of Miller, N of Creek	\$ <u>35</u>
19. 9217 Hill (empty Lot)	SW Corner of Seymour & Hill	\$ <u>20</u>
20. 5492 Miller	Lot E of RR Tracks	\$ <u>20</u>
21. Park & Ride	6425 Miller	\$ <u>25</u>
22. 3350 Dye—50' off ROW	S of RR Tracks	\$ <u>25</u>
23. 3386 Dye Rd—50' off ROW	S of RR Tracks	\$ <u>25</u>
24. Vacant Lot, Wade & Second	NW quadrant Wade and 2nd	\$ <u>25</u>
25. 36 Apple Creek Dr (1/2 acre lot)	S. Roundhouse Drive	\$ <u>45</u>
26. 8067 Miller Road	SE quadrant of Hayes and Miller	\$ <u>20</u>

27. Residential lots per City Ord. # 364- (lots to be determined by City and sent to contractor for processing) \$ 50
1/4 - 1/3 Acre

TOTAL FOR CITY PROPERTIES \$ 1512

Company Name Clean Cut Complete
Address P.O. Box 373 Lennon Michigan 48449
Phone 810-597-2316 Contact Name Richard Davidson

CLEAN CUT COMPLETE

Clean Cut Complete

P.O.Box 373 Lennon Michigan 48449

Email: cleancutcomplete@gmail.com

1(810)597-2316

Clean Cut complete has been in business, licensed and insured for 12 years. Clean Cut has built its business around working with different Municipalities, doing a range of work including maintaining grounds at City Hall, Fire stations, police stations, city cemetery and City parks. We have also done violations, weed abatements, trash removal, and sidewalk snow removal for these Municipalities. Clean Cut understands the scope of this work and is willing to work with all city employees including DPW, City manager, code enforcement. All employees have the knowledge and competence to complete this work in a professional fashion.

Equipment list:

Clean Cut complete has a large inventory of commercial equipment:

6 Diesel Exmarks/with baggers

3 Gas Exmarks

3 Walk behind Toro mowers

Kabota backhoe/Front loader

Kabota brush hog

All handheld equipment is commercial red max weed whips, Stihl blowers, edgers and tree trimmers

Reference list:

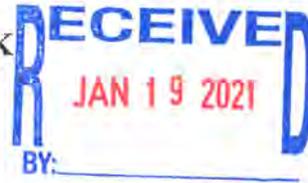
Kathrynn Neuman City supervisor (810)766-7346

Lee Osborn Flint City supervisor (810)766-7135

Adam Moore parks and rec supervisor (810)766-7426

REQUEST FOR BIDS
LAWN MOWING
CITY OF SWARTZ CREEK

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This Addendum shall be part of the bid document and must be signed and submitted with the bid.

Name (signed): Jose Mireles

Date: 1-19-21

Name (printed): Jose Mireles

Company: Lawn Kings

BID FORM

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Property	Location	Price Per Mowing/Trimming
1. City Admin Bldg	8083 Civic	\$ <u>20</u>
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27. Residential lots per City Ord. # 364- (lots to be determined by City and sent to contractor for processing) \$ 10
1/4 - 1/3 Acre

TOTAL FOR CITY PROPERTIES \$ 865⁰⁰

Company Name Lawn Kings L.L.C.
Address 5187 Seymour rd. Swartz Creek, MI
Phone 810.357.6084 Contact Name Jose Mireles

48473

CITY OF SWARTZ CREEK
MID-YEAR BUDGET ADJUSTMENTS
Fiscal Year-End June 30, 2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	MID-YEAR BUDGET ADJ	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
Fund 101 - General Fund						CRLGG = Coronavirus Relief Local Gov't Grants
Revenues						
Dept 000.000 - General						
101-000.000-441.000	LCSA Share Taxes PA 80 2014/2016 Fwd	9,650.00	1,328.85	10,978.85	0.00	
101-000.000-528.000	Federal Grants - Other		13,679.00	13,679.00	0.00	CRLGG-Grant instead of Aug. Revn Sharing
101-000.000-677.000	Reimbursements	0.00	94.00	94.00	0.00	
101-000.000-694.000	Cash Over & Short	2.00	(101.19)	(99.19)	0.00	cover a daily shortage
Dept 262.000 - Elections						
101-262.000-597.000	Grants from Private Entities	0.00	5,000.00	5,000.00	0.00	Election Grant Recv
Dept 301.000 - Police Dept						
101-301.000-543.000	State Liquor Returns	4,100.00	157.00	4,257.00	0.00	higher than estimate
Dept 336.000 - Fire Department						
101-336.000-677.000	Reimbursements	0.00	40,883.00	40,883.00	0.00	return of budget surplus
Dept 410.000 - Building & Zoning & Planning						
101-410.000-608.100	Site Plan Review Fees	400.00	100.00	500.00	0.00	
101-410.000-627.000	Charges for Services	300.00	3,000.00	3,300.00	487.96	engineering svcs
Dept 794.000 - Community Promotions Program						
101-794.000-597.000	Grants from Private Entities	0.00	1,000.00	1,000.00	0.00	Grant GCMPC
Dept 931.000 - Transfers IN						
101-931.000-699.865	Transfer In from Sidewalk Fund	0.00	1,519.22	1,519.22	0.00	closed fund
101-931.000-699.866	Transfer In from Weeds Fund	0.00	9,055.00	9,055.00	0.00	closed fund
TOTAL REVENUES		2,518,610.27	75,714.88	2,594,325.15	506,494.04	
Expenditures						
Dept 101.000 - Council						
101-101.000-910.200	General Liability Insurance	3,900.00	23.57	3,923.57	0.00	
101-101.000-910.500	Workers Comp Insurance	7.73	2.99	10.72	0.00	
Dept 172.000 - Executive						
101-172.000-745.000	Postage	0.00	28.40	28.40	0.00	
101-172.000-801.000	Contractual Services	1,500.00	2,500.00	4,000.00	44.80	audit costs new GASB reporting
101-172.000-850.000	Communications	0.00	187.22	187.22	93.61	
101-172.000-910.200	General Liability Insurance	4,200.00	599.29	4,799.29	0.00	
101-172.000-961.000	Miscellaneous	250.00	645.00	895.00	0.41	January 25, 2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	MID-YEAR BUDGET ADJ	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
Dept 228.000 - Information Technology						
101-228.000-726.000	Supplies	0.00	67.19	67.19	0.00	
101-228.000-976.000	Equipment	875.00	6,772.69	7,647.69	875.00	Used CRLGG Grant Funds
Dept 253.000 - Treasurer						
101-253.000-726.000	Supplies	0.00	1,400.00	1,400.00	562.75	no approp. in original budget
101-253.000-801.000	Contractual Services	15,455.00	42.00	15,497.00	0.25	
101-253.000-805.000	Bank Fees	0.00	120.00	120.00	6.60	no approp. in original budget
101-253.000-910.300	Insurance and Bonds	48.00	12.00	60.00	0.00	
Dept 257.000 - Assessor						
101-257.000-705.000	Medical Insurance - ER	108.00	158.25	266.25	133.13	
Dept 262.000 - Elections						
101-262.000-704.100	FICA - Employer's Share	645.00	128.70	773.70	49.27	
101-262.000-704.200	Medicare - Employer's Share	151.00	38.00	189.00	19.58	
101-262.000-801.000	Contractual Services	1,500.00	1,425.00	2,925.00	0.00	addl room for elections
101-262.000-960.000	Education and Training	400.00	770.00	1,170.00	0.44	
Dept 301.266 - Legal Council PSFY						
101-301.266-801.000	Contractual Services	5,000.00	4,000.00	9,000.00	581.64	
Dept 345.000 - PUBLIC SAFETY BUILDING						
101-345.000-705.000	Medical Insurance - ER	93.00	224.00	317.00	128.78	
101-345.000-705.200	Dental Benefits	18.00	7.00	25.00	2.85	
101-345.000-706.000	Life Insurance - ER cost	4.00	0.50	4.50	0.44	
101-345.000-707.000	Retirement Contributions-ER	73.00	8.00	81.00	3.76	
101-345.000-708.000	Sick & Accident Premiums-ER	14.00	8.00	22.00	1.83	
101-345.000-850.000	Communications	0.00	240.00	240.00	237.60	
101-345.000-910.100	Property Insurance	3,075.00	360.42	3,435.42	0.00	
101-345.000-910.500	Workers Comp Insurance	326.39	42.26	368.65	0.00	
Dept 410.000 - Building & Zoning & Planning						
101-410.000-850.000	Communications	0.00	12.00	12.00	0.00	
Dept 728.000 - Economic Development						
101-728.000-920.000	Utilities	0.00	55.91	55.91	0.00	
Dept 782.000 - Facilities - Abrams Park						
101-782.000-910.500	Workers Comp Insurance	198.87	35.00	233.87	8.16	
Dept 783.000 - Facilities - Elms Rd Park						
101-783.000-910.100	Property Insurance	395.00	24.73	419.73	0.00	
101-783.000-910.500	Workers Comp Insurance	185.00	47.82	232.82	0.00	
Dept 784.000 - Facilities - Bicentennial Park						
101-784.000-941.000	Equipment Rental	0.00	90.89	90.89	0.00	
Dept 787.000 - Veterans Memorial Park						
101-787.000-910.100	Property Insurance	440.00	41.42	481.42	0.00	
Dept 790.000 - Facilities-Senior Center/Libr						
101-790.000-705.100	Vision Benefits	5.00	0.87	5.87	0.46	
101-790.000-705.200	Dental Benefits	54.00	12.00	66.00	6.20	
101-790.000-707.000	Retirement Contributions-ER	149.00	50.00	199.00	17.85	City Council Packet January 25, 2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	MID-YEAR BUDGET ADJ	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
101-790.000-708.000	Sick & Accident Premiums-ER	50.00	5.00	55.00	1.33	
101-790.000-910.100	Property Insurance	2,000.00	186.51	2,186.51	0.00	
101-790.000-910.500	Workers Comp Insurance	325.58	38.81	364.39	0.00	
Dept 793.000 - Facilities - City Hall						
101-793.000-850.000	Communications	895.00	100.00	995.00	8.68	
101-793.000-910.100	Property Insurance	825.00	88.87	913.87	0.00	
101-793.000-910.500	Workers Comp Insurance	132.88	12.91	145.79	0.00	
Dept 794.000 - Community Promotions Program						
101-794.000-801.000	Contractual Services	0.00	945.00	945.00	0.00	clock maint. \$630
101-794.000-910.100	Property Insurance	0.00	953.50	953.50	0.00	
Dept 965.000 - Transfers Out						
101-965.000-998.202	Transfer Out to Major Streets		240.41	240.41	0.00	cover expenses with CRLGG
101-965.000-998.203	Transfer Out to Local Streets		240.41	240.41	0.00	
101-965.000-998.226	Transfer Out to Garbage Fund		541.95	541.95	0.00	
590-965.000-998.590	Transfer Out to Water Fund		2,316.60	2,316.60	0.00	
591-965.000-998.591	Transfer Out to Sewer Fund		2,316.59	2,316.59	0.00	
101-965.000-998.661	Transfer Out to Motor Pool Fund	0.00	895.82	895.82	0.00	
TOTAL EXPENDITURES		2,672,441.31	29,063.50	2,701,504.81	1,195,854.54	
Fund 101 - General Fund:						
TOTAL REVENUES		2,518,610.27	75,714.88	2,594,325.15	506,494.04	
TOTAL EXPENDITURES		2,672,441.31	29,063.50	2,701,504.81	1,195,854.54	
NET OF REVENUES & EXPENDITURES		(153,831.04)	46,651.38	(107,179.66)	(689,360.50)	
Fund 202 - Major Street Fund						
Revenues						
Dept 931.000 - Transfers IN						
202-931.000-699.101	Transfer IN from General Fund	0.00	240.41	240.41	0.00	reimb exp- CRLGG
TOTAL REVENUES		457,875.00	240.41	458,115.41	230,877.28	
Expenditures						
Dept 228.000 - Information Technology						
202-228.000-726.000	Supplies	0.00	3.12	3.12	0.00	Used CRLGG Grant
202-228.000-976.000	Equipment	0.00	227.91	227.91	0.00	Funds
Dept 441.000 - Miller Rd Park & Ride						
202-441.000-707.000-441.0	Retirement Contributions-ER	3.30	25.00	28.30	4.57	
202-441.000-941.000	Equipment Rental	0.00	94.27	94.27	0.00	
Dept 451.102 - Morrish Rd Bridge Reconstruction						
202-451.102-801.500-451.1	MDOT Project Pmts	0.00	609.06	609.06	0.00	Recv bill on closed project
Dept 474.000 - Traffic Services						
202-474.000-941.000	Equipment Rental	1,000.00	500.00	1,500.00	247.88	

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	MID-YEAR BUDGET ADJ	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
TOTAL EXPENDITURES		1,047,014.32	1,459.36	1,048,473.68	390,470.63	

Fund 202 - Major Street Fund:						
TOTAL REVENUES		457,875.00	240.41	458,115.41	230,877.28	
TOTAL EXPENDITURES		1,047,014.32	1,459.36	1,048,473.68	390,470.63	
NET OF REVENUES & EXPENDITURES		(589,139.32)	(1,218.95)	(590,358.27)	(159,593.35)	

Fund 203 - Local Street Fund						
Revenues						
Dept 000.000 - General						
203-000.000-441.000	LCSA Share Taxes PA 80 2014/2016 Fwd	8,400.00	1,194.57	9,594.57	0.00	
Dept 931.000 - Transfers IN						
203-931.000-699.101	Transfer IN from General Fund	0.00	240.41	240.41	0.00	reimb exp with CRLGG
203-931.000-699.202	Transfer IN from Major St Fd	0.00	100,000.00	100,000.00	0.00	not included in original budget
TOTAL REVENUES		659,000.00	101,434.98	760,434.98	581,576.53	

Expenditures						
Dept 228.000 - Information Technology						
203-228.000-726.000	Supplies	0.00	3.12	3.12	0.00	
203-228.000-976.000	Equipment	0.00	227.91	227.91	0.00	Used CRLGG Grant Funds

Dept 449.501 - Right of Way - Storms						
203-449.501-930.000	Repairs and Maintenance	0.00	659.38	659.38	0.00	

Dept 463.000 - Routine Maint - Streets						
203-463.000-707.000	Retirement Contributions-ER	925.00	800.00	1,725.00	676.76	
Dept 474.000 - Traffic Services						
203-474.000-707.000	Retirement Contributions-ER	209.00	180.00	389.00	159.76	
Dept 478.000 - Snow & Ice Removal						
203-478.000-708.000	Sick & Accident Premiums-ER	0.00	70.00	70.00	33.53	
Total Dept 538.500 - Intercommunity storm drains		10,000.00	0.00	10,000.00	8,874.81	
TOTAL EXPENDITURES		867,597.18	1,940.41	869,537.59	351,713.19	

Fund 203 - Local Street Fund:						
TOTAL REVENUES		659,000.00	101,434.98	760,434.98	581,576.53	
TOTAL EXPENDITURES		867,597.18	1,940.41	869,537.59	351,713.19	
NET OF REVENUES & EXPENDITURES		(208,597.18)	99,494.57	(109,102.61)	229,863.34	

Fund 204 - MUNICIPAL STREET FUND						
Revenues						
Dept 000.000 - General						
204-000.000-412.000	Delinquent Tax Revenue	40.00	48.90	88.90	0.00	
TOTAL REVENUES		651,580.00	48.90	651,628.90	(16,892.24)	

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	MID-YEAR BUDGET ADJ	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
Expenditures						
TOTAL EXPENDITURES		667,917.11	0.00	667,917.11	655,023.14	
Fund 204 - MUNICIPAL STREET FUND:						
TOTAL REVENUES		651,580.00	48.90	651,628.90	(16,892.24)	
TOTAL EXPENDITURES		667,917.11	0.00	667,917.11	655,023.14	
NET OF REVENUES & EXPENDITURES		(16,337.11)	48.90	(16,288.21)	(671,915.38)	
Fund 226 - Garbage Fund						
Revenues						
Dept 000.000 - General						
226-000.000-412.000	Delinquent Tax Revenue	10.00	52.32	62.32	0.00	
226-000.000-441.000	LCSA Share Taxes PA 80 2014/2016 Fwd	5,400.00	572.57	5,972.57	0.00	amt recv over projection
Dept 931.000 - Transfers IN						
226-931.000-699.101	Transfer IN from General Fund	0.00	541.95	541.95	0.00	reimb exp with CRLGG
TOTAL REVENUES		415,025.00	1,166.84	416,191.84	(8,071.98)	
Expenditures						
Dept 101.000 - Council						
226-101.000-910.200	General Liability Insurance	980.00	0.89	980.89	0.00	
226-101.000-910.500	Workers Comp Insurance	1.93	0.75	2.68	(0.00)	
226-101.000-960.000	Education and Training	0.00	580.00	580.00	0.96	
Dept 172.000 - Executive						
226-172.000-801.000	Contractual Services	60.00	21.30	81.30	0.00	
226-172.000-850.000	Communications	0.00	8.00	8.00	3.20	
Dept 215.000 - Administration and Clerk						
226-215.000-745.000	Postage	200.00	50.25	250.25	0.00	
226-215.000-801.000	Contractual Services	200.00	94.62	294.62	0.00	
Dept 228.000 - Information Technology						
226-228.000-726.000	Supplies	0.00	10.54	10.54	0.00	
Dept 253.000 - Treasurer						
226-253.000-726.000	Supplies	0.00	300.00	300.00	119.63	not approp. in original budget
226-253.000-910.300	Insurance and Bonds	12.00	3.00	15.00	0.00	
Dept 528.000 - Sanitation Collection						
226-528.000-705.000	Medical Insurance - ER	187.00	120.00	307.00	87.75	
226-528.000-705.100	Vision Benefits	3.00	0.15	3.15	0.12	
226-528.000-708.000	Sick & Accident Premiums-ER	29.00	0.25	29.25	0.11	
226-528.000-910.500	Workers Comp Insurance	43.58	568.64	612.22	0.00	
226-528.000-941.000	Equipment Rental	8,500.00	559.87	9,059.87	0.00	
Dept 530.000 - Wood Chipping						
226-530.000-910.500	Workers Comp Insurance	413.50	198.72	612.22	0.00	
Dept 782.000 - Facilities - Abrams Park						
226-782.000-707.000	City Council Retirement Contributions-ER	132,134.00	40.00	174.00	17.97	January 23, 2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	MID-YEAR BUDGET ADJ	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
Dept 783.000 - Facilities - Elms Rd Park						
Dept 793.000 - Facilities - City Hall						
226-793.000-910.100	Property Insurance	218.00	10.47	228.47	0.00	
226-793.000-910.500	Workers Comp Insurance	32.09	1.81	33.90	0.00	
TOTAL EXPENDITURES		413,335.85	2,569.26	415,905.11	189,805.55	
Fund 226 - Garbage Fund:						
TOTAL REVENUES		415,025.00	1,166.84	416,191.84	(8,071.98)	
TOTAL EXPENDITURES		413,335.85	2,569.26	415,905.11	189,805.55	
NET OF REVENUES & EXPENDITURES		1,689.15	(1,402.42)	286.73	(197,877.53)	
Fund 248 - Downtown Development Fund						
Revenues						
TOTAL REVENUES		68,962.00	0.00	68,962.00	18,641.61	
Expenditures						
Dept 173.000 - DDA Administration						
248-173.000-726.000	Supplies	0.00	13.00	13.00	0.00	
TOTAL EXPENDITURES		55,275.00	13.00	55,288.00	7,865.43	
Fund 248 - Downtown Development Fund:						
TOTAL REVENUES		68,962.00	0.00	68,962.00	18,641.61	
TOTAL EXPENDITURES		55,275.00	13.00	55,288.00	7,865.43	
NET OF REVENUES & EXPENDITURES		13,687.00	(13.00)	13,674.00	10,776.18	
Fund 590 - Water Supply Fund						
Revenues						
Dept 540.000 - Water System						
590-540.000-551.000	Other State Grant Revenue	0.00	1,000.00	1,000.00	0.00	GCMPC Grant
590-540.000-627.000	Charges for Services	0.00	1,215.59	1,215.59	0.00	
590-540.000-658.000	Penalty - Late Fee	10,400.00	(2,600.00)	7,800.00	7,704.23	
Dept 931.000 - Transfers IN						
590-931.000-699.101	Transfer IN from General Fund	0.00	2,316.60	2,316.60	0.00	reimb exp-CRLGG
TOTAL REVENUES		2,232,000.00	1,932.19	2,233,932.19	1,144,664.56	
Expenditures						
Dept 000.000 - General						
590-000.000-961.000	Miscellaneous	0.00	3.42	3.42	6.84	
Dept 101.000 - Council						
590-101.000-910.200	General Liability Insurance	2,300.00	152.23	2,452.23	0.00	
Dept 172.000 - Executive						
590-172.000-801.000	Contractual Services	500.00	60.77	560.77	0.00	
590-172.000-910.200	General Liability Insurance	2,282.00	133.30	2,415.30	0.00	

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	MID-YEAR BUDGET ADJ	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
Dept 228.000 - Information Technology						
590-228.000-726.000	Supplies	0.00	38.87	38.87	0.00	
590-228.000-976.000	Equipment	875.00	1,176.26	2,051.26	0.00	Used CRLGG Grant Funds
Dept 253.000 - Treasurer						
590-253.000-705.000	Medical Insurance - ER	416.00	2,400.00	2,816.00	325.92	
590-253.000-910.300	Insurance and Bonds	30.00	7.50	37.50	0.00	
Dept 540.000 - Water System						
590-540.000-900.000	Printing and Publishing	1,000.00	55.00	1,055.00	0.20	
Dept 793.000 - Facilities - City Hall						
590-793.000-910.100	Property Insurance	569.00	2.17	571.17	0.00	
590-793.000-910.500	Workers Comp Insurance	80.20	4.55	84.75	0.00	
TOTAL EXPENDITURES		3,383,457.46	4,034.07	3,387,491.53	1,598,763.05	
Fund 590 - Water Supply Fund:						
TOTAL REVENUES		2,232,000.00	1,932.19	2,233,932.19	1,144,664.56	
TOTAL EXPENDITURES		3,383,457.46	4,034.07	3,387,491.53	1,598,763.05	
NET OF REVENUES & EXPENDITURES		(1,151,457.46)	(2,101.88)	(1,153,559.34)	(454,098.49)	
Fund 591 - Sanitary Sewer Fund						
Revenues						
Dept 536.000 - Sewer System						
591-536.000-606.000	Sewer Inspection Fees	0.00	140.00	140.00	0.00	
Dept 931.000 - Transfers IN						
591-931.000-699.101	Transfer IN from General Fund	0.00	2,316.59	2,316.59	0.00	reimb exp-CRLGG
TOTAL REVENUES		1,272,700.00	2,456.59	1,275,156.59	644,763.81	
Expenditures						
Dept 101.000 - Council						
591-101.000-910.200	General Liability Insurance	2,400.00	52.23	2,452.23	0.00	
591-101.000-910.500	Workers Comp Insurance	4.82	1.88	6.70	0.00	
Dept 172.000 - Executive						
591-172.000-910.200	General Liability Insurance	2,400.00	15.30	2,415.30	0.00	
Dept 228.000 - Information Technology						
591-228.000-726.000	Supplies	0.00	38.87	38.87	0.00	
591-228.000-976.000	Equipment	875.00	1,176.26	2,051.26	0.00	Used CRLGG Grant Funds
Dept 253.000 - Treasurer						
591-253.000-910.300	Insurance and Bonds	30.00	7.50	37.50	0.00	
Dept 536.000 - Sewer System						
591-536.000-801.000	Contractual Services	0.00	1,201.48	1,201.48	0.00	January 25, 2021
591-536.000-910.100	Property Insurance	400.00	34.68	434.68	0.00	

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	MID-YEAR BUDGET ADJ	MID-YEAR AMENDED BUDGET	AVAILABLE BALANCE	COMMENTS
Dept 793.000 - Facilities - City Hall						
591-793.000-910.100	Property Insurance	569.97	1.20	571.17	0.00	
591-793.000-910.500	Workers Comp Insurance	80.19	4.56	84.75	0.00	
TOTAL EXPENDITURES		1,342,625.45	2,533.96	1,345,159.41	977,121.58	
Fund 591 - Sanitary Sewer Fund:						
TOTAL REVENUES		1,272,700.00	2,456.59	1,275,156.59	644,763.81	
TOTAL EXPENDITURES		1,342,625.45	2,533.96	1,345,159.41	977,121.58	
NET OF REVENUES & EXPENDITURES		(69,925.45)	(77.37)	(70,002.82)	(332,357.77)	
Fund 661 - Motor Pool Fund						
Revenues						
Dept 000.000 - General						
661-000.000-675.000	Misc.	0.00	1,007.25	1,007.25	0.00	Sold Scrap Metal
Dept 931.000 - Transfers IN						
661-931.000-699.101	Transfer IN from General Fund	0.00	895.82	895.82	0.00	reimb exp-CRLGG
TOTAL REVENUES		234,250.00	1,903.07	236,153.07	165,901.39	
Expenditures						
Dept 228.000 - Information Technology						
661-228.000-726.000	Supplies	0.00	6.24	6.24	0.00	Used CRLGG Grant
661-228.000-976.000	Equipment	350.00	105.84	455.84	0.00	Funds
Dept 795.000 - Facilities - City Garage						
661-795.000-850.000	Communications	0.00	420.06	420.06	0.00	
661-795.000-910.100	Property Insurance	1,200.00	118.07	1,318.07	0.00	
TOTAL EXPENDITURES		405,839.00	650.21	406,489.21	315,051.49	
Fund 661 - Motor Pool Fund:						
TOTAL REVENUES		234,250.00	1,903.07	236,153.07	164,894.14	
TOTAL EXPENDITURES		405,839.00	650.21	406,489.21	315,051.49	
NET OF REVENUES & EXPENDITURES		(171,589.00)	1,252.86	(170,336.14)	(150,157.35)	