

**City of Frankenmuth
City Council Regular Meeting
Tuesday, February 7, 2023
7:00 pm**

Manager's Report

Manager's Report

[council_manager_report.docx](#)

- 1. Call to Order by Mayor Mary Anne Ackerman**
- 2. Pledge of Allegiance**
- 3. Recognition of guests and public comments**
 - 3.a. Mark Wahl of Cobblestone Homes, is planning to attend the meeting to introduce himself and Cobblestone to the Council and Frankenmuth**
- 4. Approval of Agenda**
- 5. Minutes**
 - 5.a. Minutes of the January 3, 2023 COTW and regular meeting and January 19, 2023 work session and special meeting**
 - [Minutes - COTW - January 3.pdf](#)
 - [Minutes - Regular - January 3.pdf](#)
 - [Minutes - Work Session 1-19-23.pdf](#)
 - [Minutes - Special - 1-19-23.pdf](#)
- 6. Appointments to Committees and Commissions**
 - 6.a. Reappointment to the Parks and Recreation Commission**
 - [P&R Appnmt - Webb.pdf](#)
 - [Application_Grablick.pdf](#)
- 7. Annual Report**
 - 7.a. Annual Planning Commission Report**
 - [2023 Annual PC Report.pdf](#)
- 8. Monthly Reports**
 - 8.a. Police Report**
 - [February_2022_Council_Report.pdf](#)

[City 2022 .pdf](#)

8.b. Fire Report

[Fire Report - December.pdf](#)

8.c. Treasurer's Report

[Treasurers Report_February Meeting.docx](#)

[Carrollton Twp Resolution 2006-42.PDF](#)

8.d. Building Permits

[Building Permits January.pdf](#)

9. Consent Agenda

9.a. Annual Events for the Frankenmuth Chamber of Commerce

[Res - 2023 Major Events A.pdf](#)

[2023 Events List for Council \(1\).docx](#)

9.b. A resolution to update the poverty exemption levels for the City of Frankenmuth

[Res - POVERTY GUIDELINES 2023 A.doc](#)

[Bulletin 19 of 2022 - Procedural Changes for 2023.pdf](#)

[5737.pdf](#)

[5739.pdf](#)

[4988.pdf](#)

10. New Business

10.a. Approval of a contract with Saginaw Future, Inc., for economic development services.

[Res - SFI Agreement A.pdf](#)

[City-of-Frankenmuth-Progress-Report \(2\).docx](#)

[Frankenmuth Request \(1\).pdf](#)

[Frankenmuth Agreement \(1\).pdf](#)

10.b. A resolution authorizing the purchase of 330 radio read MXU units for \$49,500 for the Water Department

[Res - Water Meter Eq. Purchase A.pdf](#)

[Radio Read Memo.pdf](#)

10.c. Approval of a contract for storm sewer design for the proposed parking expansion/grading on Weiss Street (former CEC lot) and the surrounding acreage

[Res - CEC Property Stormwater Analysis - A.pdf](#)

[Frankenmuth BIL Village Storm Sewer Design_Permitting MEC Proposal \(01-24-23\).docx](#)

10.d. Approval of a lease with the Frankenmuth Women's Club for the Schau Platz.

[Res - FKM Womens Club Lease - A.pdf](#)

[Womens Club Lease '22-'26.docx](#)

- 10.e. A resolution authorizing the transfer of property with the Bavarian Inn Lodge**
[cec_lot_property_swap.docx](#)
[230115_TOPO_02-01-23.pdf](#)
[230115LS-SWAP.pdf](#)

11. Audited Bills

- 11.a. Audited bills for the month of January**
[Audited Bills - January.pdf](#)

12. Correspondence

- 12.a. Correspondence - Notice of Charter Lease Termination**
[Executed_Spectrum Notice of Termination \(MI0048\) Bridgeport.pdf](#)
- 12.b. 911 2022 Annual Report**
[Corres - 911 2022 Annual Report.pdf](#)
- 12.c. Letter of Support for the 2024 Memorial Cup Competition**
[Corres - Letter of Support.pdf](#)
- 12.d. Water Pumpage Report**
[Corres - Water Pumpage Reports.pdf](#)
- 12.e. Correspondence - Robert Report (Saginaw County Controller)**
[January 2023 Robert Report.pdf](#)
- 12.f. Correspondence - City of Saginaw Water Rate Information**
[City of Saginaw Water COS_1-24-2023.pdf](#)
- 12.g. Correspondence - Invite from Saginaw County for Parks and Recreation Plan**
[Press Release 5 Year Recreation Plan 2023.doc](#)
- 12.h. Jaycee Spray Park Operations**
[corr 2022_Jaycee_Spray_Park_Operations_Report.docx](#)

13. Minutes of Board and Commission meetings

- 13.a. Minutes of Board and Commission meetings**
[1_19 EDC Min.pdf](#)
[1_24 Planning Min.pdf](#)
[1_26 DDA Min.pdf](#)

14. Request to go into closed session to consider a quarterly update on the performance of the City Manager

15. Adjournment



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Monthly Report

AGENDA SECTION: Manager's Report

SUBJECT: Manager's Report

SUGGESTED ACTION:

ATTACHMENTS:

[council_manager_report.docx](#)

City of Frankenmuth
City Council Regular Meeting
Tuesday, February 7, 2023
7:00 pm

Manager's Report – I'll have an updated report for you on Sunday evening that will share more project updates, department updates, etc., after I get back from vacation. Thanks for understanding. I'll send it via email

1. Call to Order by Mayor Mary Anne Ackerman
2. Pledge of Allegiance
3. Recognition of guests and public comments
 - 3.a. Mark Wahl of Cobblestone Homes, is planning to attend the meeting to introduce himself and Cobblestone to the Council and Frankenmuth
4. Approval of Agenda
5. Minutes
 - 5.a. Minutes of the January 3, 2023 COTW and regular meeting and January 19, 2023 work session and special meeting
6. Appointments to Committees and Commissions
 - 6.a. Reappointment to the Parks and Recreation Commission
There are two appointments – one for Anne Webb – that is a reappointment but was not returned in time for the last regular meeting.

The second application is a new appointment for Stella Grablick. She had served on the Parks and Recreation Commission as the Frankenmuth School District representative. She did not seek re-election this term. She is interested in serving on Parks and Recreation and the Commission recommend her appointment to City Council at the last meeting.

The City Manager recommends approval of the appointments.
7. Annual Report
 - 7.a. Annual Planning Commission Report
Planning Commission Chairman John Polomsky will be present to share the annual report of the Planning Commission.

8. Monthly Reports

8.a. Police Report

8.b. Fire Report

8.c. Treasurer's Report

8.d. Building Permits

9. Consent Agenda

9.a. Annual Events for the Frankenmuth Chamber of Commerce

Each year Council approves a list of annual events for the Chamber of Commerce. These events correlate to additional days permitted for sidewalk sales, outdoor displays, etc.

9.b. A resolution to update the poverty exemption levels for the City of Frankenmuth

Each year in advance of the Board of Review, Council is required to update the specific levels for poverty exemptions.

10. New Business

10.a. Approval of a contract with Saginaw Future, Inc., for economic development services.

The City of Frankenmuth has contracted with Saginaw Future, Inc., for many years to provide assistance directly to the City. While you have seen Saginaw Future's direct involvement at Council meetings when they assist with certain approvals such as Industrial Facilities Tax Exemptions, they also provide other assistance throughout the year directly to staff in the form of connecting us to State resources, answering questions, providing background and technical assistance.

The City Manager recommends approval of the contract.

10.b. A resolution authorizing the purchase of 330 radio read MXU units for \$49,500 for the Water Department

The City's Water Department continues to make slow but steady progress on radio read unit installation for water meters. Our lack of progress is due entirely to supply issues. We are still waiting on 162 MXU units from our previous order. However, Water Superintendent Ken O'Brien states that it appears as if the backlog is being addressed. The project is budgeted in the current fiscal year.

The City Manager recommends approval of the purchase.

10.c. Approval of a contract for storm sewer design for the proposed parking expansion/grading on Weiss Street (former CEC lot) and the surrounding acreage

As we discussed at the work session, in order to properly grade and plane for improvements we have to consider drainage for this entire district. This proposed drainage plan will plan for the

property the City is acquiring, as well as the adjoining 25-plus acreage. As we move forward, we will need to determine how to best fund these improvements as creation of a special assessment district is an option. If that is the case, the engineering costs for the design would be included with the eventual assessment. At this point the drainage study is not budgeted (as none of this project was anticipated at the point of budget approval).

The City Manager recommends approval of the contract.

10.d. Approval of a lease with the Frankenmuth Women's Club for the Schau Platz. Long term contracts for facilities within Parks and Recreation are recommended by Parks and Recreation and then formally approved by City Council. This contract was scheduled to be renewed last year but was delayed for several reasons. This contract includes several items that were important to the City – including that the Women's Club will take responsibility for adequately ensuring accessible and safe parking as well as increasing their contribution to the endowment fund.

The City Manager recommends approval of the contract.

10.e. A resolution authorizing the transfer of property with the Bavarian Inn Lodge. The attached resolution begins the process of transferring property to the Bavarian Inn Lodge. The City's charter, Section 14.3 subsection b. 1 requires that, "in the case of real estate owned by it the resolution authorizing the lease, sale, or disposal thereof shall be completed in the manner in which it is to be finally passed and has remained on file with the Clerk for public inspection for thirty days before the final adoption or passage thereof..." Given the dates in which the Council meetings occur, the final approval of this property exchange will take place in April.

The City Manager recommends approval of the resolution.

11. Audited Bills

11.a. Audited bills for the month of January

12. Correspondence

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12.b. 911 2022 Annual Report

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12.c. Letter of Support for the 2024 Memorial Cup Competition

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12.d. Water Pumpage Report

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12.e. Correspondence - Robert Report (Saginaw County Controller)

[Janaury 2023 Robert Report.pdf](#)

12.f. Correspondence - City of Saginaw Water Rate Information

[City of Saginaw Water COS_1-24-2023.pdf](#)

12.g. Correspondence - Invite from Saginaw County for Parks and Recreation Plan

[Press Release 5 Year Recreation Plan 2023.doc](#)

12.h. Jaycee Spray Park Operations

[corr 2022_Jaycee_Spray_Park_Operations_Report.docx](#)

13. Minutes of Board and Commission meetings

13.a. Minutes of Board and Commission meetings

14. Request to go into closed session to consider a quarterly update on the performance of the City Manager

15. Adjournment



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Correspondence

AGENDA SECTION: Recognition of guests and public comments

SUBJECT: Mark Wahl of Cobblestone Homes, is planning to attend the meeting to introduce himself and Cobblestone to the Council and Frankenmuth

SUGGESTED ACTION:

ATTACHMENTS:



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Minutes

AGENDA SECTION: Minutes

SUBJECT: Minutes of the January 3, 2023 COTW and regular meeting and January 19, 2023 work session and special meeting

SUGGESTED ACTION:

ATTACHMENTS:

[Minutes - COTW - January 3.pdf](#)

[Minutes - Regular - January 3.pdf](#)

[Minutes - Work Session 1-19-23.pdf](#)

[Minutes - Special - 1-19-23.pdf](#)

**FRANKENMUTH CITY COUNCIL
COMMITTEE OF THE WHOLE MINUTES
Tuesday, January 3, 2023
6:00 P.M.**

PRESENT: Ackerman, Cramer, Kaczynski, Meyer, Reindel, Ross & Schmitzer.

ABSENT: NONE.

ALSO PRESENT: City Manager Smith, City Clerk Kerns, New Parks & Recreation Specialist Meagan Pifer, and resident Sharon Bark.

Mayor Ackerman called the meeting to order at 6:00 P.M.

PUBLIC COMMENTS

City Manager Smith introduced new Parks & Recreation Specialist Meagan Pifer to Council and she was welcomed. Pifer gave a brief history on herself. She was warmly welcomed.

There being no comments, the Mayor proceeded with the agenda.

APPROVAL OF AGENDA

Without objection, the Mayor approved the agenda as printed.

PRESENTATION/DISCUSSION

Proposed Board/Commission/Committee Assignments & Updates.

City Manager Smith presented general and specific information on the various board/commission/committee responsibilities and potential councilmember assignments that the Mayor had provided to her. Approximately 135 citizens serve City government as appointed officials on these numerous boards/commissions/committees. She reviewed 2022 accomplishments by each of these City bodies and potential 2023 goals.

Discussion took place on Council representation on boards/commissions/committees; whether there was a need for a Council representative to serve on the Beautification Committee; and plans to phase the current two council representatives both on the EDC Board and Planning Commission down to one over the coming months.

GOOD OF THE ORDER

There wasn't time for such discussion, so this topic would be added at the end of the regular meeting.

ADJOURNMENT

The meeting was adjourned at 6:57 P.M.

Phillip W. Kerns
City Clerk

**FRANKENMUTH CITY COUNCIL
REGULAR MEETING MINUTES
Tuesday, January 3, 2023
7:00 P.M.**

PRESENT: Ackerman, Cramer, Kaczynski, Meyer, Reindel, Ross and Schmitzer.

ABSENT: NONE.

The Mayor called the meeting to order at 7:00 P.M. in the meeting chambers and opened the meeting by leading the pledge of allegiance.

PUBLIC COMMENTS

Police Chief Mawer introduced full-time Officer Brett Adkins to Council. Adkins was welcomed.

There being no public comments, the Mayor proceeded with the agenda.

OATHS OF OFFICE

Clerk Kerns had administered the oath of office for recently elected Mayor Mary Anne Ackerman and Councilmembers Joseph M. Cramer, Thomas M. Meyer and Chad M. Ross.

ELECTION OF MAYOR PRO TEM

The Mayor requested nominations for Mayor Pro Tem and nominated Meyer as Mayor Pro Tem.

There being no other nominations, the Mayor requested a motion to close nominations for Mayor Pro Tem.

Moved by Schmitzer, seconded by Ross, to close nominations and unanimously elect Thomas Meyer as Mayor Pro Tem of the Frankenmuth City Council. Unanimously carried.

APPROVAL OF AGENDA

There being no objection, the Mayor approved the agenda as printed and added a Good of the Order item at the end of the meeting.

APPROVAL OF MINUTES

Moved by Meyer, seconded by Kaczynski, to approve the minutes from the committee of the whole and regular meetings held on December 6, 2022 and to fill-in the year in which Tracy Weber's term on the Planning Commission expires. Unanimously carried.

BOARDS & COMMISSIONS APPOINTMENTS

City Council Appointments to Certain Boards, Commissions and Committees

Moved by Meyer, seconded by Kaczynski, to appoint city councilmembers to certain boards, commissions and committees as recommended by the Mayor. Carried.

Planning Commission

Moved by Reindel, seconded by Kaczynski, to appoint Jim Howe and Chad Ross to the Planning Commission, terms expiring December 31, 2025. Unanimously carried.

It is noted that Tracy Weber was appointed to fill a Planning Commission vacancy at the December 2022 regular meeting that would also expire on December 31, 2025.

Parks & Recreation Commission

Moved by Ross, seconded by Reindel, to appoint Ed Foltz to the Parks & Recreation Commission, terms expiring on December 31, 2025. Unanimously carried.

It was also noted that Joe Chowanec did not seek reappointment and the Council was very thankful for his longtime service and Anne Webb will submit her reappointment questionnaire at next month's meeting for consideration.

Sister City Committee

Moved by Kaczynski, seconded by Ross, to appoint Dan Haubenstricker, Jordan Maurer & Gary Pickelmann to the Sister City Committee, terms expiring on December 31, 2025. Unanimously carried.

It was noted that Herb Zeilinger & Vickie Schmitzer did not seek reappointment and the Council was very appreciative of their service. Several vacancies exist that will need to be addressed by the Committee in 2023.

Board of Review

Moved by Cramer, seconded by Kaczynski, to appoint Jerry Thompson as an alternate member to the Board of Review, term expiring May 31, 2024. Unanimously carried.

MONTHLY REPORTS

Police Chief Mawer reviewed his monthly department activities report for November 2022. Fire Chief Kerns provided the written November monthly report and verbally reviewed December activities and his 4th quarter report to the City-Township Commission. The December financial report was presented by Treasurer Jimenez along with highlights of activity. City Clerk Kerns reviewed the construction code activity for the month of December.

Moved by Ross, seconded by Kaczynski, to accept the above referenced monthly reports as submitted. Unanimously carried.

RESOLUTION NO. 2023-01 TO 2023-03 - APPROVE CONSENT AGENDA ITEMS

Moved by Kaczynski, seconded by Cramer, to adopt Resolution No. 2022-01 approving the 2022 Zehnder's SnowFest Activities from Wednesday, January 25, 2023 through Sunday, January 29, 2023; adopt Resolution No. 2023-02 approving the Frankenmuth Jaycees Winterlaufe event on Saturday, February 4, 2023, contingent upon the event being coordinated with applicable City departments; and to adopt Resolution No. 2023-03 approving dates for the 2023 Board of Review meeting dates. Unanimously carried.

NEW BUSINESS

RESOLUTION NO. 2023-04 - APPROVE 2023 EAGLE'S NEST LEASE AGREEMENT

Moved by Cramer, seconded by Reindel, to adopt Resolution No. 2023-04 approving a one-year lease agreement with the Frankenmuth Woodcarver's Guild for the Eagle's Nest building in Heritage Park. Unanimously carried.

RESOLUTION NO. 2023-05 - APPROVE A LAND APPLICATION OF BIOSOLIDS (SLUDGE HAULING) AGREEMENT

WRRF Superintendent Schluckebier recommended that the City enter into a second three-year agreement for land application of biosolids (sludge hauling) with Biotech Agronomics, Inc. being there continues to be limited, qualified licensed sludge haulers in the state. City Manager Smith advised that as mentioned three years ago, this is potentially a short-term solution and the future may hold us having to choose a more costly option to dispose of our biosolid waste.

Schluckebier commented that this company cleans out the storage tanks and also conducts said services for area municipalities.

Moved by Cramer, seconded by Kaczynski, to adopt Resolution No. 2023-05 approving a three-year sludge hauling agreement with Biotech Agronomics, Inc. of Beulah, MI. Unanimously carried.

RESOLUTION NO. 2023-06 - APPROVE PURCHASE OF BODY WORN CAMERAS FOR THE POLICE DEPARTMENT

Police Chief Mawer reviewed a proposal to purchase ten Motorola V300 Watch Guard Body Cameras for the police department as their current four year old cameras are ending their service life and numerous units are out of service and too expensive to upgrade.

Discussion took place on the need for the system to be able to comply with FOIA and court discovery requests and current budget allowances to purchase a system. This software has the

ability to redact portions of video as much staff time is needed to comply with these prompt requests. Also, that this proposal is a little more than what was budgeted.

Moved by Meyer, seconded by Cramer, to adopt Resolution No. 2023-06 approving the purchase of ten Motorola V300 Watch Guard Body Cameras for \$28,730. Unanimously carried.

RESOLUTION NO. 2023-07 - APPROVE ASSESSMENTS FOR INFRASTRUCTURE IMPROVEMENTS ON RECENTLY ANNEXED PROPERTIES

City Manager Smith advised that as a result of four properties on Ayre Lane and E. Tuscola Road being annexed into the City as of January 1, 2022, special assessments for infrastructure improvements must be levied on those parcels.

Moved by Cramer, seconded by Kaczynski, to adopt Resolution No. 2023-07 approving the levying of special assessments for infrastructure improvements on four recently annexed properties located on Ayre Lane and E. Tuscola Road. Unanimously carried.

RESOLUTION NO. 2023-08 - APPROVE PURCHASE OF A POLICE PATROL VEHICLE

Police Chief Mawer reviewed the need to purchase a 2023 Chevrolet Tahoe police vehicle and because of on-going manufacturer's delays, he is requesting the City utilize state purchasing through the MIDEAL program, as we did last April.

Discussion took place on this being a four-wheel drive vehicle and the exact cost is unknown, but the Chief thought it would be approximately \$45,000.

Moved by Reindel, seconded by Ross, to adopt Resolution No. 2023-08 approving the purchase of a new 4 wheel drive police vehicle through the MIDEAL Program for an amount not to exceed \$45,000. Unanimously carried.

AUTHORIZE INVOICE PAYMENTS

Moved by Ross, seconded by Kaczynski, to authorize the payment of invoices for December 2022 in the amount of \$939,143.73. Unanimously carried.

CORRESPONDENCE

1. City Manager – Manager's Monthly Report.
2. MML Law Enforcement Action Forum – Winter 2022 Newsletter.
3. Delta College – 2023 Summer Tax Collection.
4. MI EGLE – Lead & Copper Monitoring.
5. MMWA – 2021 Audit.

The Mayor requested that the receipt of correspondence be noted.

MINUTES

1. City – Township Commission – December 20, 2022.
2. Downtown Development Authority Board – December 8, 2022.
3. Economic Development Corporation Board – December 15, 2022.
4. Zoning Board of Appeals – December 15, 2022.

GOOD OF THE ORDER

Review took place on the status of the Weiss Equipment construction project underway on Kleiner Street, a recent resident visiting Gunzenhausen, representatives of Cobblestone Homes desiring to attend a future EDC Board and Council meeting, the DDA streetlight inventory and future replacement plans, and the former Memtron site and planned use.

ADJOURNMENT

There being no further comments or business, the meeting was adjourned at 7:55 P.M.

Phillip W. Kerns
City Clerk

**FRANKENMUTH CITY COUNCIL
WORK SESSION MEETING MINUTES
Thursday, January 19, 2022
7:00 A.M.**

PRESENT: Ackerman, Cramer, Kaczynski, Meyer, Reindel, Ross, and Schmitzer.

ABSENT: NONE.

ALSO PRESENT: City Manager Smith, City Clerk Kerns, City Treasurer Jimenez, DDA Director Hopp, DPW Superintendent Braeutigam & Ass't. Scherzer, Parks & Recreation Director Matt Bierlein, Police Chief Mawer, Water Superintendent O'Brien, and DPW Electrician Robinson.

The Mayor called the meeting to order at 7:00 A.M., opened the meeting by leading the pledge of allegiance.

PUBLIC COMMENTS

Police Chief Mawer introduced new full-time Police Officer Jeremy Teddy to Council. He was welcomed and briefly reviewed his background.

There being no public comments, the Mayor proceeded with the agenda.

REVIEW OF REPORTS/MINUTES OF BOARDS, COMMISSIONS AND COMMITTEES

The Mayor sought comments concerning board, commission and committee meetings and highlights included happenings at the recent Transportation Advisory Committee on local crash data from the police chief and MDOT planning; the Civic Events Council and changes to their accounting, the 60th Anniversary of the Bavarian Festival and Parade 2023 theme planning, and Olivia Howard being the President; a potential April 2023 Gunzenhausen youth visit; the new Facilities Committee meeting and planning; and Parks & Recreation Commission special meeting on the parking lot property swap and drainage.

APPROVAL OF AGENDA

There being no objection, the Mayor approved the agenda as presented.

DISCUSSION ITEMS

Shuttle Update/Transit. City Manager Smith reviewed ridership information from the 2022 Saginaw Transit Service special shuttles that the Chamber and DDA provided for five weekends starting November 18, 2022 and ending December 18, 2022.

Discussion took place on the increase in ridership and services added for two more holiday weekends; the weather being a factor; that the uptown location of the Christkindl Markt does have an impact; benefit to parking lots, traffic congestion and the businesses; having more Uber drivers that would change the dynamic; taxi regulations in the City Code; potential STARS collaboration with Birch Run business community; the STARS signage being small, but social media advertising; and issues with Google maps.

Personnel Committee Updates. A review took place of a recent meeting whereby the POLC – Frankenmuth Unit requested a potential change in their health insurance as a result of increased premiums (more than 6%) and out of pocket costs that were not understood in their new labor contract that went into effect on January 1, 2022. The City’s Personnel Committee would allow the union to migrate to the City’s HSA Plan with a similar employer contribution to their HSA.

AirAdvantage and Fiber Network Agreement. City Manager Smith reviewed an existing 2009 agreement concerning a network agreement the City has with AirAdvantage.

DPW Electrician Robinson reviewed the City’s usage of fiber and wireless connections and our current agreements with Air Advantage. The S. Main Street conduit agreement expires in May and there is the need for some negotiations from both parties for added services and costs.

Discussion took place on the overall goal being to revise the existing agreements that benefit both parties as the City has many systems using this technology and Air Advantage needs to adjust costs. Charter and AT&T are also possible competition.

Staff will work on the details and report back to Council.

City-Township Commission Agreement. City Manager Smith reviewed a proposed new interlocal agreement that was drafted by Attorney Michael Gildner as a result of concerns raised as to the age of the 1959 agreement and changes to laws since that time. The intent was to update the agreement to current legal standards, but keep the same provisions therein.

Former Civic Events Council Grass Parking Lot. Because the former CEC property on Weiss Street was purchased by the Bavarian Inn Lodge Family several months ago and due to its proximity to Heritage Park and its importance thereto, further City staff discussion has been taking place concerning the City swapping nearly 3 acres of property south of this parcel so that parking is contiguous to the Park, as was the plan at the time of the sale of the lot.

Staff reviewed the Bavarian Inn Lodge’s plans for their new family fun center addition and the timing for them to remove project spoils and parking lot millings. A collaboration between the Lodge and City would benefit both parties, but timing is critical as well as some significant drainage issues that must be addressed and the need to budget funds.

City Manager Smith advised that an agreement for a drainage study was the topic at a special meeting following this meeting’s adjournment.

GOOD OF THE ORDER - None

ADJOURNMENT

The meeting was adjourned at 8:31 A.M.

Phillip W. Kerns
City Clerk

**FRANKENMUTH CITY COUNCIL
SPECIAL MEETING MINUTES
Thursday, January 19, 2023
8:00 A.M.**

PRESENT: Ackerman, Cramer, Meyer, Reindel, Ross, Schmitzer & Schoenow.

ABSENT: NONE.

The Mayor called the meeting to order at 8:31 A.M.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF AGENDA

Moved by Kaczynski, seconded by Meyer, to approve the agenda as presented. Unanimously carried.

BOARDS & COMMISSIONS APPOINTMENTS

Downtown Development Authority Board

Moved by Cramer, seconded by Ross, to accept Erv Banes' resignation and to appoint Michael Keller Zehnder (year of expiration - 2024) and Craig Banes (year of expiration - 2023) to the DDA Board, terms expiring November 9. Unanimously carried.

RESOLUTION NO. 2023-09 - AUTHORIZE AN EXPENDITURE TO DEVELOP A GRADING PLAN FOR THE FORMER CEC PROPERTY ON WEISS STREET

City Manager Smith advised that as a result of the Bavarian Inn Lodge Family Fun Center expansion project just commencing, an opportunity has arisen to utilize some project spoils and millings from the Lodge and place them on the property that the City expects to swap with the Lodge for Heritage Park parking that was recently sold by the Civic Events Council to the Lodge. This collaboration would benefit the Lodge and help the City develop the parking lot as the grade of the property has many undulations. The Lodge potentially could utilize costs savings to truck the spoils and millings from their property onto this property and thus potentially contribute toward needed drainage improvements at the former CEC property. A drainage plan would need to be developed prior to agreeing on any such collaboration project.

Discussion took place that Council was originally advised that the drainage plan cost would be approximately \$12,000; however, the need for an alternate plan was realized that would require that cost to increase \$16,800 and the timing being right for this plan.

Moved by Cramer, seconded by Ross, to adopt Resolution No. 2023-09 approving an expenditure of \$16,800 to contract with Matteo Engineering & Consulting, to develop a grading plan for the former CEC parcel on Weiss Street. Unanimously carried.

APPROVE ADDITIONAL EVENING OF FIREWORKS FOR THE 2023 ZEHNDER'S SNOWFEST

Because of mild weather and a scaling back of 2023 Zehnder's Snowfest Events, John Shelton of Zehnder's submitted a request to allow a second night of fireworks on Friday, January 27, 2023 at approximately 6:45 PM for a ten minute display.

Moved by Cramer, seconded by Meyer, to approve an additional night of fireworks at the 2023 Zehnder's Snowfest on Friday, January 27, 2023, contingent upon the paperwork being submitted. Unanimously carried.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:43 A.M.

Phillip W. Kerns
City Clerk



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Appointments

AGENDA SECTION: Appointments to Committees and Commissions

SUBJECT: Reappointment to the Parks and Recreation Commission

SUGGESTED ACTION:

ATTACHMENTS:

[P&R Appnmt - Webb.pdf](#)

[Application_Grablick.pdf](#)



**RE-APPOINTMENT QUESTIONNAIRE FOR MEMBERS OF CITY BOARDS,
COMMISSIONS or COMMITTEES**

City of Frankenmuth
240 W. Genesee Street
Frankenmuth, MI 48734-1398
Phone: (989) 652-9901 • Facsimile: (989) 652-3451

Because your term will expire in 2023 and in order for the City Council to evaluate Board, Commission or Committee re-appointments for the coming year, we are asking for your response to the below listed questions. **Please note additional questions on the reverse side.** When complete, please return this questionnaire to City Hall. For additional space, feel free to use the extra space on the reverse side or attach additional pages if necessary.

Name Anne Webb Date 1/4/2023

Address 195 Clarmarc Dr. Frankenmuth, MI 48734

Telephone (H) 989-274-0630 (W) 989-652-6121 ext 2596

FAX No. _____ E-mail JTWebb4.aw@gmail.com

Please check one of the following:

Parks & Recreation Board

☒ I am seeking re-appointment to the _____

☐ I no longer wish to serve on the _____

☐ I no longer wish to serve on the _____; however, should another qualified candidate not be available, I would be willing to serve.

I have served on this Board, Commission or Committee since Not sure; 12-15 Years.

1. Why are you interested in an additional term on this Board, Commission or Committee? If not, why not?

The P&R board makes decisions that impact our entire community and I enjoy being
a part of the process.

2. What role should your Board, Commission or Committee play with regard to the overall operations of the City?

The P& R Board should handle the details of both the parks and recreation for our community
and should pass along recommendations to the City Council.

3. Is your Board, Commission or Committee effective? ☒ Yes. ☐ No. Please give reasons for either response.

The Board works well together and makes subcommittees when needed to keep the full board focused and moving forward

4. Do you feel there are any actions the City Council could take to improve your Board, Commission or Committee?

No

5. Do you have any concerns for our Community that have not yet been addressed?

No



APPLICATION FOR CITIZENS SEEKING APPOINTMENT TO A CITY'S BOARD, COMMISSION, or COMMITTEE

City of Frankenmuth

240 W. Genesee Street

Frankenmuth, MI 48734-1398

Phone: (989) 652-9901 • Facsimile: (989) 652-3451

Thank you for your interest in serving the City. In order for the City Council to evaluate Board, Commission or Committee appointments, we are asking for your response to the questions listed below. When complete, please return this application to City Hall. For additional space, feel free to use the reverse side or attach additional pages if necessary. This application will be kept current for one (1) year from the date it was submitted.

Please note: Applications are forwarded for review by Committee/Commission. The application will then go to City Council for approval.

Name _____ Date _____

Address _____

Telephone No. (H) _____ (W) _____

FAX No. _____ E-mail _____

Please indicate which Board(s), Commission(s) or Committee(s) you are interested in serving on as a member. Please indicate your choices with number "1" representing your first choice, number "2" representing your second choice, etc.:

- ☐ Board of Review ☐ Beautification Committee ☐ Downtown Development Authority Board
☐ Economic Development Corporation ☐ Historic Preservation Commission ☐ Parks & Recreation Commission
☐ Planning Commission ☐ Sister City Committee ☐ Transportation Advisory Committee
☐ Zoning Board of Appeals

Before applying, please refer to the meeting schedule online to make sure you can attend the meetings for your Board(s), Commission(s) or Committee(s) of choice.

I am available the following days: [] Mondays [] Tuesdays [] Wednesdays [] Thursdays [] Fridays.

I am available to attend meetings in the: [] Morning [] Afternoon [] Evening.

Please explain why you want to serve as member of a Board, Commission or Committee?

If you are interested in serving on a particular Board, Commission or Committee, in your own words, what should be the function of that Board, Commission or Committee?

Please feel free to list any additional comments?

Time Commitment:

Board	Members	Schedule	Purpose
Board of Review	3	As required by Charter	Review tax assessment appeals.
Beautification Committee	20	Quarterly, during the evenings.	Encourage beautification of public and private property.
Downtown Development Authority	13	2nd Thursday of the month, 1:45 p.m.	Propose, finance, and implement public improvements in the DDA district.
Economic Development Corporation	13	3rd Thursday of the month, 7:30 a.m.	Offer tax financing incentives for economic related projects.
Historical Preservation District Commission	5	Meetings as needed	Review requests & issues within the historic district.
Parks & Recreation	10	4th Wednesday of the month, 7:00 p.m.	Oversee operations of the parks and recreation department.
Planning Commission	9	4th Tuesday of the month, 7:00 p.m.	Review site plans for new construction; study and make recommendations on planning and zoning related matters.
Sister City Committee	20	Quarterly	Plan events and other related activities which enhance our relationship with the City of Guzenhausen, Germany.
Transportation Advisory Committee	9	Meetings as needed	Review transportation system issues.
Library Board		2nd Thursday of the month	Oversees operations at the library
Zoning Board of Appeals	6	Meeting as needed	Review and decide on appeals to zoning regulations.

Please fill out the Application Attachment below based upon the Board(s), Commission(s) or Committee(s) you are applying to.

Application Attachment

Board of Review

Members are appointed by the City Council. Members review tax assessment appeals. It is desired, but not required, for members to have experience and/or training in related matters. There is not a significant amount of time required for this committee outside of the regularly schedule meetings. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ Property Appraisal/Assessing
- ☐ Real Estate/Development/Law (no agents or brokers)
- ☐ Other _____

City Beautification Committee

Members are appointed by the City Council. Members encourage beautification of public and private property. It is desired, but not required, for members to have some background in fields related to the commission's purpose. This is largely committee driven and aside from the three yearly meetings, the time commitment depends on how you choose to volunteer. Please check below if you have experience in:

- ☐ Advertising/Marketing/Public Relations
- ☐ Event Planning
- ☐ Forestry
- ☐ Fundraising
- ☐ Horticulture
- ☐ Landscape Architecture
- ☐ Property Maintenance/Management
- ☐ Real Estate
- ☐ Other _____

Downtown Development Board

Members are appointed by the Mayor and affirmed by City Council. The members propose, finance, and implement public improvements in the DDA district. It is desired, but not required, for members to have experience and/or training in related matters. Commitment: Board members should expect to spend two to three hours monthly reviewing the DDA agenda and participating in the regular meeting. If a member is assigned to participate in a sub-committee, additional time will be required. Please check below if you have experience in:

- ☐ New Business Development
- ☐ Business Recruitment and Retention
- ☐ Marketing and Promotion
- ☐ Real Estate Development
- ☐ Fundraising
- ☐ Banking/Finance
- ☐ Other _____

Economic Development Board

Members are appointed by the Mayor and affirmed by the City Council. The members facilitate economic opportunities to preserve and attract investment It is desired, but not required, for members to have experience and/or training in related matters. Board members should expect to spend two to three hours monthly reviewing the EDC agenda and participating in the regular meeting. If a member is assigned to participate in a sub-committee, additional time will be required. Please check below if you have experience in:

- ☐ New Business Development

- ☐ Business Recruitment and Retention
- ☐ Marketing and Promotion
- ☐ Real Estate Development
- ☐ Banking/Finance
- ☐ Other _____

Historical Preservation District Commission

Members are appointed by the City Council. There is not a large commitment required. Aside from the regularly scheduled meetings, members may occasionally have to attend other special meetings. It is desired, but not required, for members to have experience and/or training in related matters. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ Building Construction/Engineering
- ☐ Housing Development/Law
- ☐ Property Appraisal/Assessing
- ☐ Design/Architecture
- ☐ Other _____

Parks and Recreation Commission

Members are appointed by the City Council. Members oversee operations of the parks and recreation department. It is desired, but not required, for members to have experience and/or training in related matters. There is not a large commitment required. Aside from the regularly scheduled meetings, members may occasionally have to attend other special meetings. Please check below if you have experience in:

- ☐ Advertising/Marketing/Public Relations
- ☐ Banking/Finance
- ☐ Fitness/Recreation
- ☐ Forestry
- ☐ Land Use Planning
- ☐ Landscape Architecture
- ☐ Physical Education
- ☐ Public Administration
- ☐ Other _____

Planning Commission

Members are appointed by the City Council. Members review site plans for new construction; study and make recommendations on planning and zoning related matters. It is desired, but not required, for members to have experience and/or training in related matters. Due to the extensive work of the board, this commission requires a larger time commitment than others. Members will be asked to participate in trainings for additional knowledge. Please check below if you have experience in:

- ☐ Architecture
- ☐ Building Construction
- ☐ Civil Engineering
- ☐ Facilities Management
- ☐ GIS/AutoCAD
- ☐ Historic Preservation
- ☐ Land Use Planning
- ☐ Landscape Architecture
- ☐ Property Maintenance/Management

- ☐ Real Estate/Development/Law
- ☐ Transportation Roles
- ☐ Other _____

Sister City Committee

Members are appointed by the City Council. Members plan events and other related activities which enhance our long-standing relationship with the City of Guzenhausen, Germany. It is desired, but not required, for members to have experience and/or training in related matters. Please check below if you have experience in:

- ☐ Advertising/Marketing/Public Relations
- ☐ Event Planning
- ☐ Other _____

Transportation Advisory Committee

Members are appointed by the City Council. Members review transportation system issues. It is desired, but not required, for members to have experience and/or training in related matters. There is not a significant amount of time required for this committee outside of the regularly schedule meetings. Please check below if you have experience in:

- ☐ Engineering
- ☐ Budget/Finance
- ☐ Policymaking
- ☐ Transportation Roles
- ☐ Other _____

Zoning Board of Appeals

Members are appointed by the City Council. Members review and decide on appeals to zoning regulations. It is desired, but not required, for members to have experience and/or training in related matters. There is not a large commitment required. Aside from the regularly scheduled meetings, members may occasionally have to attend other special meetings. Please check below if you have experience in:

- ☐ Architecture
- ☐ Building construction/engineering
- ☐ GIS/AutoCAD
- ☐ Land use planning
- ☐ Real estate/development/law
- ☐ Zoning
- ☐ Other _____



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Annual Report

AGENDA SECTION: Annual Report

SUBJECT: Annual Planning Commission Report

SUGGESTED ACTION:

ATTACHMENTS:

[2023 Annual PC Report.pdf](#)

City of Frankenmuth

2022 Annual Planning Commission Report to the City Council

January 11th 2023

Purpose

The purpose of the Planning Commission is to guide land use and development through review and implementation of the Joint Growth Management Plan (Master Plan), review of proposed site plans, review of proposed changes in the Zoning Code and Land Use Regulations, including zoning changes, review of special land use permit applications, and other powers as outlined in state law and local ordinance. The Planning Commission makes every effort, within its power, to assure the orderly development and growth of the City in a manner that is consistent with and does not jeopardize the special character of the community.

Appointments

The Planning Commission consists of 9 members appointed by the Mayor with the approval of a majority of the City Council. A City Council representative is appointed as one of the 9 members.

Meetings

Regular meetings of the Planning Commission are scheduled at 7:00 p.m. on the 4th Tuesday of each month (except December) in the Frankenmuth City & Township Government Center, 2nd floor meeting chambers.

Members

City Planning Commissioners & titles for this session are listed below, their year of appointment, & number of meetings attended:

**It should be noted that Carl Schoenow resigned from both City Council and the Planning Commission in September. Tracy Weber was elected to fill the vacant position at the November meeting.

Member	Term Expiration	Original Appointment	No. of Meetings	No. of Meetings Attended
Blart Blegen	2023	2018	9	9
Jim Howe	2022	2014	9	8

John Kaczynski (Secretary)	2023	2018	9	4
Clare Nuechterlein	2021	2019	9	9
Tim Meyer	2021	2013	9	8
John Polomsky (Chair)	2021	2001	9	7
Chad Ross (Vice Chair)	2022	2017	9	6
Carl Schoenow	2022	2017	9	4
Bob Zeilinger	2021	2004	9	8

2022 Summary of Activities

Rezoning of Property or Conditional Zoning	0
Text Amendments	2
Planned Unit Developments	0
Special Land Use/Permits Approvals	3
Site Plan Reviews or Amendments	8
Subdivision Plats	0

2022 Listing of Activities

- January 2022
 - Review of bed and Breakfast at Mary Lane
 - Re-elections of chairs
 - Review and recommendation of CIP projects
- February 2022

- Cancelled due to lack of items on the agenda
- March 2022
 - Cancelled due to lack of items on the agenda
- April 2022
 - Discussion of Short Term Rental exemption request for 732 W. Genesee
 - Discussion of Longer Term Temporary Uses
- May 2022
 - Site Plan Review of 1100 Block Hotel
 - Discussion of a change to the Short Term Rental Ordinance
- June 2022
 - Site Plan Review for Biggby Coffee
 - Site Plan Review for 159 S. Main
 - Site Plan Review for Zehnder hotels on Heinlein
 - Discussion of Student Position for the Planning Commission
- July 2022
 - Discussion of draft language for the Short Term Rental ordinance change
 - Presentation of Government for Tomorrow organization in regard to the student position on the commission
- August 2022
 - Site Plan Review for 5235 S. Gera (now 735 N. Main)
 - Site Plan Review for Meadow Lane
 - Public Hearing on Short Term Rental ordinance change
 - Public Hearing on Planning Commission ordinance change
- September 2022
 - Review of Bed and Breakfast at 310 E. Tuscola
 - Site Plan Review for Meadow Lane
- October 2022
 - Site Plan Review for The Mill
 - Site Plan Review of the Christmas Experience
 - Discussion of the Dehmel RD Short Term Rental violation and legal proceedings
- November 2022
 - Review of Short Term Rental Non-Owner Occupied at 632 W. Genesee
 - Review of Planning Commission application submitted by Tracy Weber
- December 2022
 - Cancelled due to lack of items on the agenda



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Monthly Report

AGENDA SECTION: Monthly Reports

SUBJECT: Police Report

SUGGESTED ACTION:

ATTACHMENTS:

[February_2022_Council_Report.pdf](#)
[City 2022 .pdf](#)

City of Frankenmuth

Michigan's Little Bavaria

Police Department
218 West Genesee Street
Frankenmuth, MI 48734-1398



Phone: (989) 652-8371

Fax: (989) 652-9577

E-mail: dmawer@frankenmuthcity.com
www.frankenmuthcity.com

Donald C. Mawer
Chief of Police

February 2, 2023

Dear Mayor Ackerman;

Snow Fest Debrief: One highlight in traffic direction for Snow Fest 2023 was a "Barn Dance" which was conducted at Main and Covered Bridge. We received many positive comments on this and it moved pedestrians and vehicle traffic efficiently. This is where at designated times all traffic was stopped by manipulating the traffic lights to all red and all pedestrian foot traffic crossed in all directions including diagonally if needed to reach their designations. This tactic kept both types of traffic moving all day.

The staff did an incredible job all weekend despite the traffic volume and the weather. FPD (event security and traffic direction) and FFD (medical support) staff combined worked approximately 253 hours for the weekend event.

Saginaw County 911 Annual Report: Each year Saginaw 911 publishes their annual report. While County wide Computer Aided Dispatch (CAD) numbers were down (184635 in 2021 to 181150 in 2022), FPD numbers increase slightly recording 8565 CADS in 2021 and 8847 in 2022 (+282). Part of this increase is believed to be a result of pandemic recovery and more people are starting to return to normalcy.

Interesting facts about Saginaw 911:

Saginaw 911 employees: 30 Dispatchers, 5 Supervisors, 3 Administrative staff. Dividing this by 24 hours a day, 7 days a week, 365 days a year, they have 6 to 8 dispatchers working per 12-hour shift.

Saginaw County 911 is funded by Lansing legislation and approval by the Board of Commissioners, a monthly fee of \$2.65 is charged to all 9-1-1 capable devices. This not only helps fund 9-1-1 operations but will also help to fund future equipment upgrades. Also, in August 2018, voters approved a countywide millage of .028 for 10 years. This amounts to approximately \$14.00 annually on a home with a taxable value of \$50,000. This will also help fund new equipment. Keeping equipment up-to-date also benefits our residents.

Sincerely:

Donald Mawer

FRANKENMUTH CITY
STATISTICAL REPORT

Activity through December 2022

Saginaw County 9-1-1 CAD Incident Information
Report Prepared by : Chief Donald Mawer
Information Supplied by: Saginaw County Central Dispatch



CFS	Monthly Calls For Service											
2022TD	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
7196	515	482	530	628	634	602	612	742	492	535	651	773

Incident Description:

		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Alarms	364	25	17	29	35	29	40	41	59	31	20	21	17
Animal Injured/Barking/Cruelty	41			2	1	3	5	6	7	6		3	8
Animal Vicious/Bite	4					1	1				1		1
Assault	13				2	1	1	2		2		2	3
Assist Fire	35	11	5	7		1		1	2	1	4		3
Assist Other	67	2		3	6	5	12	12	4	4	7	7	5
Assist Police	5	2								1	1		1
Attempt Suicide	12	1	1	1		3	1	2	1			1	1
Breaking & Entering	43	15	11	10				1		3		2	1
Business Checks	2138	168	168	185	190	233	132	115	170	183	183	190	221
Car Deer	4										1	1	2
Check Well Being	66	6	6	5	4	4	5	7	7	6	6	9	1
Child Locked in Vehicle	1												1
Deceased Person	10	2		1	2	2			2			1	
Dept. Orders	440	34	29	51	37	46	62	51	18	46		29	37
Dept. Reports	68	14	11	17	23								3
Disorderly	95	6	4	6	9	9	12	9	9	10	14	3	4
Disorderly Juvenile	12		1		1	5	3	1	1				
Domestic Assault	58	6	5	5	4	8	9	4	4	5	1	3	4
Drugs	4							2	1	1			
Drunk Driving Arrests	10	2	2	1	5								
Fight	7			1	1	1			1	2	1		
Follow Up Investigation	105	11	1	8	7	15	8	7	13	11		6	18
Found Property	9	1	2				2	1	1			1	1
Fraud	32					3	9	4	6	2		5	3
Hit and Run	26	2	1	1	2	5	2	4	2		1	2	4
Home Invasion	0												

FRANKENMUTH CITY
STATISTICAL REPORT

Activity through December 2022

		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Larceny	35	1	1		1	4	1	5	5	3		3	11
Loud Party/Music	8	2			3	1	1	1					
Medical Assist	962	64	73	81	67	77	97	92	86	86	82	74	83
Missing Person	7				1		1		1	2		1	1
Non Complaint	9				5	1	3						
Non Criminal	76	7	7	9	9		6	10	8			7	13
Nuisance Call	5						1	1		1			2
Open Door	7	1		2							2	1	1
*Other	108		2		15	18	13	9	11	13	6	8	13
Personal Injury Accident	31	1	1	1	1	1	7			3	4	3	9
Prisoner Transport	4	3		1									
Property Damage Accident	115	6	7	7	7	16	2	14	11	12	14	10	9
Prowler	0												
Runaway	2		1					1					
Shoplifter	14	1	6	2	1	1	1	1	1				
Shots Fired	1						1						
Slumper	5	2		1					1	1			
Soliciting	3							1		2			
Stalker	1											1	
Structure/Vehicle/Other Fire	7				1			2	3			1	
Subpoena	10	1		2			1		1	3			2
Suspicious Person	23	1		1	2	3	2	2	6	3	1		2
Suspicious Situation	42	4		3	1	9	3	6	7	4	2	2	1
Suspicious Vehicle	62	1	4	3	6	7	16	8	6	4	2		5
Threats	12					2		4				3	3
Traffic Hazard or Other	59	5	1		6	5	15	9	1	5	3	3	6
Traffic Stops	1043	93	96	81	137	77	76	55	71	83	95	82	97
Trespass	3				1				1	1			
Vehicle Abandon	18	3	1			2	3	5	1	1		1	1
Vehicle Maintenance	5			1			2			2			
Warrants	3						2		1				
Residential Property Checks	1030	11	18	2	35	36	44	116	212	132	84	165	175

*Other- fail to pay, liquor violation, money escort, ect.



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Monthly Report

AGENDA SECTION: Monthly Reports

SUBJECT: Fire Report

SUGGESTED ACTION:

ATTACHMENTS:

[Fire Report - December.pdf](#)

Frankenmuth Fire Department

Frankenmuth, MI

This report was generated on 1/11/2023 7:40:03 PM



Basic Incident Info with Number of Responding Apparatus and Personnel for Date Range

Start Date: 12/01/2022 | End Date: 12/31/2022

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
12/01/2022	2022-175	425 S MAIN ST	700 - False alarm or false call, other	A Shift (Day)	City Limits - City Limits	1	10
12/02/2022	2022-176	1375 WEISS ST	700 - False alarm or false call, other	A Shift (Day)	City Limits - City Limits	2	10
12/05/2022	2022-177	1375 WEISS	700 - False alarm or false call, other	A Shift (Day)	City Limits - City Limits	1	11
12/08/2022	2022-178	435 W SCHLEIER ST	700 - False alarm or false call, other	B Shift (Night)	City Limits - City Limits	2	16
12/15/2022	2022-179	RICHVILLE	463 - Vehicle accident, general cleanup	B Shift (Night)	Tuscola Twp - Tuscola Township	2	16
12/17/2022	2022-180	430 S MAIN ST	111 - Building fire	C Shift (Weekend)	City Limits - City Limits	3	11
12/18/2022	2022-181	W JEFFERSON	444 - Power line down	C Shift (Weekend)	City Limits - City Limits	1	12
12/18/2022	2022-182	316 S MAIN ST	352 - Extrication of victim(s) from vehicle	C Shift (Weekend)	City Limits - City Limits	3	24
12/18/2022	2022-183	485 S HEMLOCK RD	161 - Outside storage fire	C Shift (Weekend)	Mutual Aid - Outside FFD fire district	3	17
12/19/2022	2022-184	485 S HEMLOCK RD	161 - Outside storage fire	B Shift (Night)	Mutual Aid - Outside FFD fire district	1	7
12/20/2022	2022-185	485 S HEMLOCK RD	112 - Fires in structure other than in a building	B Shift (Night)	Mutual Aid - Outside FFD fire district	2	11
12/21/2022	2022-186	N HEMLOCK RD	322 - Motor vehicle accident with injuries	B Shift (Night)	Mutual Aid - Outside FFD fire district	1	11
12/22/2022	2022-187	N MAIN ST	352 - Extrication of victim(s) from vehicle	B Shift (Night)	City Limits - City Limits	3	16
12/23/2022	2022-188	2630 S GERA RD	444 - Power line down	B Shift (Night)	Frankenmuth Twp - Frankenmuth Township	1	9
12/23/2022	2022-189	5366 W ROLLING HILLS DR	571 - Cover assignment, standby, moveup	C Shift (Weekend)	Mutual Aid - Outside FFD fire district	1	11
12/24/2022	2022-190	339 KEINATH DR	700 - False alarm or false call, other	C Shift (Weekend)	City Limits - City Limits	2	7
12/24/2022	2022-191	W TUSCOLA RD	444 - Power line down	C Shift (Weekend)	Frankenmuth Twp - Frankenmuth Township	2	14
12/24/2022	2022-192	570 S MAIN ST	731 - Sprinkler activation due to malfunction	C Shift (Weekend)	City Limits - City Limits	3	15
12/25/2022	2022-193	255 MAYER RD	700 - False alarm or false call, other	C Shift (Weekend)	City Limits - City Limits	1	13
12/26/2022	2022-194	1365 S MAIN	311 - Medical assist, assist EMS crew	B Shift (Night)	City Limits - City Limits	1	16

Only REVIEWED incidents included.



emergencyreporting.com
Doc Id: 948
Page # 1 of 2

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
12/28/2022	2022-195	VAN CLEVE	352 - Extrication of victim(s) from vehicle	A Shift (Day)	Tuscola Twp - Tuscola Township	3	15
12/30/2022	2022-196	7685 E TOWNLINE RD	311 - Medical assist, assist EMS crew	B Shift (Night)	Frankenmuth Twp - Frankenmuth Township	1	9
12/31/2022	2022-197	538 BLOSSOM DR	331 - Lock-in (if lock out , use 511)	C Shift (Weekend)	City Limits - City Limits	1	13

TOTAL # INCIDENTS: 23

Only REVIEWED incidents included.





Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Monthly Report

AGENDA SECTION: Monthly Reports

SUBJECT: Treasurer's Report

SUGGESTED ACTION:

ATTACHMENTS:

[Treasurers Report_February Meeting.docx](#)
[Carrollton Twp Resolution 2006-42.PDF](#)

Treasurer's Report

February 7, 2023
by Richelle Jimenez, Treasurer

Updates:

The City has completed the year end process for W-2's and 1099's along with all reporting to State and Federal agencies.

Winter tax collections are wrapping up. City taxes can be paid without penalty by February 14th. After this, payments can be made through the end of the month at the City with penalty and interest. After March 1st, payment will need to be made to the County Treasurer.

Payroll check stubs are now being emailed to employees (with a few exceptions), in place of printing and manual distribution. We are hoping to move towards electronically sending out more items from our financial software.

Likewise, beginning in March, we will be making a push to get our vendors to receive payment via ACH, as opposed to paper checks that are mailed out. We have already implemented this for employee reimbursements, and hope this will greatly reduce our printing and mailing costs, as well as allowing the vendors to receive next day payment. This will also alleviate the issues we have in uncashed checks.

Meetings with department heads have been taking place to review where they stand in their current budgets. This will allow us a better grasp on what we will need to budget for the FY24 year.

Item of consideration:

Tax overpayment policy: this is very common in municipalities for tax collections. A threshold (ex. \$3.00) is set and approved so any overpayment at or under the limit can be kept by the City. As it stands now, all overpayments need to be reissued to the taxpayer, creating a lot of additional time and effort for a minimal return. (See example attached from Carrollton Township)

Cash Summary:

	Beginning Balance	Deposits	Withdrawals	Ending Balance
Description	12/1/2022	December	December	12/31/2022
BUSINESS SAVINGS/CHECKING	3,391,296	1,369,965	1,331,122	3,430,139
WATER BILLS	31,700	16,858	303	48,254
TAX ACCOUNT	139,006	2,286,403	600,842	1,824,567
ARPA	481,575	119	0	481,693
12 MONTH CERTIFICATE	842,551	173	0	842,724
7 MONTH CERTIFICATE	1,001,682	1,630	0	1,003,312
FICA BUSINESS	6,024,556	3,712	0	6,028,269
TOTAL	11,912,366	3,678,860	1,932,267	13,658,959

Revenue/Expenditure Summary:

Year-To-Date Ending December 2022

		Beginning Year	Revenues	Expenditures	Change In	Ending FB	Cash Balance
Fund	Description	Fund Balance	12/31/2022	12/31/2022	Fund Balance	12/31/2022	12/31/2022
101	GENERAL FUND	1,935,584	3,785,998	2,148,238	1,637,760	3,573,343	4,317,867
202	MAJOR STREET FUND	12,853	169,390	190,061	(20,671)	(7,818)	(8,626)
203	LOCAL STREET FUND	98,504	64,764	215,865	(151,101)	(52,597)	(52,717)
208	PARKS & RECREATION FUND	103,581	280,932	460,971	(180,039)	(76,459)	8,052
248	DDA FUND	1,107,964	1,393,819	719,281	674,538	1,782,502	1,730,012
249	BUILDING DEPARTMENT FUND	423,067	82,772	102,517	(19,744)	403,323	403,274
499	LEVEE FUND	585,103	656	110,475	(109,820)	475,283	475,283
590	WASTEWATER TREATMENT	5,514,492	915,253	558,670	356,583	5,871,074	2,278,846
591	WATER FUND	5,144,941	1,231,641	1,088,194	143,447	5,288,388	1,740,629
596	REFUSE	22,858	257,653	242,847	14,806	37,664	33,390
661	EQUIPMENT FUND	1,380,642	310,208	182,082	128,125	1,508,768	828,664
	TOTAL - ALL FUNDS	19,688,839	8,493,084	6,019,201	2,473,883	18,803,473	11,754,675

**CARROLLTON TOWNSHIP
COUNTY OF SAGINAW, STATE OF MICHIGAN**

At a regular meeting of the Carrollton Township Board held on October 9, 2006, the following resolution was offered by Treasurer Riley and supported by Supervisor Kozara.

RESOLUTION #2006-42

**RESOLUTION TO ELIMINATE THE REFUNDS OF OVERPAYMENTS ON
TAXES UNDER \$5.00**

WHEREAS, The General Property Tax Act P.A. 206 of 1893 (as amended) requires the Treasurer of Carrollton Township to collect Real and Personal Property Taxes.

WHEREAS, many taxpayers and Mortgage Companies, etc. pay their taxes by personal or bank check via U.S. Postal Service.

WHEREAS, on several occasions the Treasurer has received checks for the incorrect amount both deficient and excess amounts.

WHEREAS, this has resulted in refund checks totaling less than \$5.00,

THEREFORE, BE IT RESOLVED that Carrollton Township Board of Trustees hereby determines that a refund check will not be issued for any overpayment of taxes totaling \$5.00 or less.


There being all ayes, the Supervisor declared the resolution duly passed.

CERTIFICATION

STATE OF MICHIGAN
COUNTY OF SAGINAW

I, the undersigned, the duly qualified and acting Deputy Clerk of the Township of Carrollton, do hereby declare that the foregoing is a complete and true copy of Resolution #2006-42 adopted by the Carrollton Township Board at a regular meeting held on October 9, 2006, the original of which proceedings is on file in my office and is available to the Public. Public notice of said meeting was given to and in compliance with Act 267, Public Acts of Michigan, 1976.

Signed


Suzanne Shaver, Deputy Clerk

Date: October 9, 2006



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Monthly Report

AGENDA SECTION: Monthly Reports

SUBJECT: Building Permits

SUGGESTED ACTION:

ATTACHMENTS:

[Building Permits January.pdf](#)

01/31/23

City Of Frankenmuth

**Permit.DateIssued Between 1/1/2023 12:00:00 AM AND
1/31/2023 11:59:59 PM
AND
Permit.ParcelNumber Starts With 3**

Construction Code Group - Frankenmuth City, Frankenmuth Twp, Blumfield Twp, Tuscola Twp

Issued	Finaled	Permit	Type	Parcel #	Owner	Address	Work Description	Fee
01/20/2023		PB230001	Building	03-11-6-25-2196-0	Cobblestone Home	527 E QUEENS CR	Single Family / New Home	\$1,375.00
01/20/2023		PB230002	Building	03-11-6-26-1759-0	Mike Trombley	310 E TUSCOLA	Single Family / B&B Inspection	\$75.00
01/16/2023		PE230005	Electrical	03-11-6-22-1444-0	VITAL PROPERT	418 N MAIN	Commercial / Alteration	\$95.00
01/16/2023		PE230006	Electrical	03-11-6-23-3219-0	GRASEL, KEVIN	470 WICKSON	Single Family / Alteratioin	\$128.00
01/26/2023		PE230007	Electrical	03-11-6-27-1873-0	ZEHNDEERS INC	730 S MAIN	Commercial / Special Inspection	\$90.00
01/26/2023		PE230008	Electrical	03-11-6-27-1902-0	FRANKENMUTH	1 MUTUAL	Commercial / Alteration	\$238.00
01/18/2023	01/30/2023	PM230001	Mechanica	03-11-6-23-3219-0	GRASEL, KEVIN	470 WICKSON	Single Family / Fireplace	\$100.00
01/18/2023	01/18/2023	PM230003	Mechanica	03-11-6-27-0816-0	WILLIAMS, DARI	439 MARY LN	Single Family / Fireplace	\$100.00
01/20/2023	01/20/2023	PM230004	Mechanica	03-11-6-25-2131-0	Hausbeck, William	14 KINGSLEY CT	Single Family / Fireplace & Chimney	\$125.00
01/20/2023		PM230005	Mechanica	03-11-6-26-1006-0	HOPE, ARTHUR	452 BLOSSOM DR	Single Family / New Home	\$212.00
01/30/2023		PM230010	Mechanica	03-11-6-23-3170-0	KOSTUS, A S & J	654 EASTGATE	Single Family / Furnace	\$100.00
01/30/2023		PM230011	Mechanica	03-11-6-26-1015-0	HOWE, JAMES R	905 E TUSCOLA	Single Family / Heat Pump	\$105.00
01/30/2023		PM230012	Mechanica	03-11-6-27-1904-11	GILLELAND, BRY	10 MISSION RDG	Single Family / Water Heater	\$82.00
01/30/2023		PM230014	Mechanica	03-11-6-26-1006-0	THE SPRINGS OF	454 BLOSSOM DR	Single Family / New Home	\$215.00
01/18/2023		PP230002	Plumbing	03-11-6-22-1004-2	KORKUS, MATTH	615 CHURCHGRO	Single Family / Water Heater	\$82.00
01/10/2023	01/10/2023	PZ230007	Zoning	03-11-6-22-1410-0	ORW PROPERTIE	184 N MAIN SUITE	Zoning / Sign	\$50.00
01/10/2023	01/10/2023	PZ230008	Zoning	03-11-6-27-1359-0	Frankenmuth Midto	146 S MAIN Ste 2	Sign permit for A-frame	\$47.00
01/27/2023	01/27/2023	PZ230014	Zoning	03-11-6-23-3135-0	HOFFMAN, R L &	433 SUNBURST	Zoning / Fence	\$47.00

Total Permits: 18

Total Fees: **\$3,266.00**



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Consent Agenda

AGENDA SECTION: Consent Agenda

SUBJECT: Annual Events for the Frankenmuth Chamber of Commerce

SUGGESTED ACTION:

ATTACHMENTS:

[Res - 2023 Major Events A.pdf](#)

[2023 Events List for Council \(1\).docx](#)

RESOLUTION NO. 2023-__

**A RESOLUTION APPROVING THE CHAMBER OF COMMERCE
REQUEST FOR 2023 MAJOR FESTIVALS AND EVENTS**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRANKENMUTH, that:

The attached request for major festivals and events during 2023 is hereby approved.

Action _____

Date _____

MARY ANNE ACKERMAN, MAYOR

PHILLIP W. KERNS, CLERK

Frankenmuth Chamber of Commerce *and*
Convention & Visitors Bureau
635 South Main Street
Frankenmuth, MI 48734
(989) 652-6106



December 20, 2022

Dear Bridget:

The following outlines the dates for major Festivals and Events scheduled to occur in Frankenmuth during the year 2023, as we know of today. However, given the state of the Executive Orders for the Covid-19 pandemic, many of these dates and events are subject to change. We are hopeful that most of our events will be able to operate this year and most are making adjustments to provide a safe environment that complies with restrictions on events. As in the past, the Frankenmuth City Council is informed about these events, and if appropriate, gives their approval to these events for outdoor vendor activities. These outdoor activities must comply with Frankenmuth City Code Section 5.92 (7) (C).

The 2023 events include:

ZEHNDER'S SNOWFEST (Jan. 25-30)

WINTERLAUFE (February 4)

BAVARIAN EASTER CELEBRATION

(March 24-April 2)

FRANKENMUTH FOOD TRUCK FESTIVAL

(May 11, June 9, July 13, August 10 & September 14)

BRINGIN' BACK THE 80's FEST (April 21-22)

SHIPSHEWANA ON THE ROAD (April 29-30)

FRIDAY FUN NIGHTS (May 26 – Sept. 1)

SALE FEST (May 18 & 19)

WORLD EXPO OF BEER (May 19 & 20)

DOG BOWL & HOT AIR BALLOONS (May 26 – 29)

WOMEN'S CLUB CONCERTS IN THE PARK

(Sundays June 25-Aug 13)

BAVARIAN FESTIVAL (June 8 – 11)

VOLKSLAUFE (July 3 & 4)

WARRIOR APPRECIATION RALLY (July 22)

CASS RIVER COLONIAL ENCAMPMENT

(July 15 & 16)

ANTIQUÉ FIRE MUSTER (July 29)

FRANKENMUTH FLOWER FEST (Aug 4-6)

SUMMER MUSIC FEST (Aug 8-12)

FRANKENMUTH FONDO (Aug 12)

FRANKENMUTH PIONEER FEST (Aug 19)

FRANKENMUTH AUTO FEST (September 8-10)

OKTOBERFEST (September 14-17)

MICHIGAN'S BIG COUNTRY FEST (Sept 29 - 30)

SCARECROW FESTIVAL (Oct 14-15 & 21-22)

CHRISTKINDLMARKT (Nov 24-26, Dec 1-3, Dec 8-10)

Should organizations need a peddler's permit they must comply with Chapter 73 of the Frankenmuth City Code. Thank you for your consideration. We look forward to your response.

Warm Regards,

A handwritten signature in black ink, appearing to read "Jamie Furbush".

Jamie Furbush, President/CEO



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Resolution

AGENDA SECTION: Consent Agenda

SUBJECT: A resolution to update the poverty exemption levels for the City of Frankenmuth

SUGGESTED ACTION:

ATTACHMENTS:

[Res - POVERTY GUIDELINES 2023 A.doc](#)

[Bulletin 19 of 2022 - Procedural Changes for 2023.pdf](#)

[5737.pdf](#)

[5739.pdf](#)

[4988.pdf](#)

RESOLUTION NO. 2023-___

**A RESOLUTION APPROVING POVERTY GUIDELINES ELIGIBILITY
REQUIREMENTS OF THE CITY OF FRANKENMUTH**

WHEREAS, Pursuant to Section 211.7u MCL the City of Frankenmuth establishes the following procedures and criteria for the uniform application and determination of poverty exemptions:

- 1) To be eligible a person shall do **all** of the following on an annual basis:
 - a) Be an owner of and occupy as a homestead the property for which an exemption is requested.
 - b) File a claim with the board of review, accompanied by federal **and** state income tax returns for **all** persons residing in the home, **including** any property tax credit returns filed in the immediately preceding year or in the current year or by filing the attached affidavit (4988) for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.
 - c) Produce a valid driver's license or other form of identification **if requested**.
 - d) Meet the prior year's federal poverty income standards as defined and determined annually by the United States Department of Health & Human Services (attached).
 - e) Report all combined assets of all persons living in the household to include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles, equipment, savings accounts, stock, bonds, life insurance, etc. Combined assets of all persons cannot exceed \$35,000.
 - f) The application must be filed prior to the last day of the Board of Review.
 - g) Any additional eligibility requirements as determined by the Frankenmuth City Council.

WHEREAS, in order to qualify for the poverty exemption, the claimant must meet all of the established tests.

WHEREAS, the Board of Review shall follow the established policy and guidelines in granting or denying an exemption.

WHEREAS, the granting of a poverty exemption may be "partial" or in total.

WHEREAS, exemptions may be granted as a full exemption equal to a 100% reduction in taxable value or a partial exemption equal to a 25% or 50% reduction in taxable value.

NOW, THEREFORE, BE IT RESOLVED, the City of Frankenmuth, State of Michigan, hereby approves the Poverty Guidelines Eligibility Requirements for the City of Frankenmuth.

Action _____

Date _____

MARY ANNE ACKERMAN, MAYOR

PHILLIP W. KERNS, CLERK



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

Bulletin 19 of 2022
November 15, 2022
Procedural Changes for 2023

TO: Assessing Officers and County Equalization Directors

FROM: Michigan State Tax Commission

SUBJECT: Procedural Changes for the 2023 Assessment Year

The purpose of this Bulletin is to provide information on statutory changes, procedural changes and reminders for the 2023 assessment year. Additional guidance may be issued later if any pending legislation is enacted by the end of the year.

A. Inflation Rate Used in the 2023 Capped Value Formula

The inflation rate, expressed as a multiplier, to be used in the 2023 Capped Value Formula is 1.05.

The 2023 Capped Value Formula is as follows:

$$\text{2023 CAPPED VALUE} = (\text{2022 Taxable Value} - \text{LOSSES}) \times 1.05 + \text{ADDITIONS}$$

The formula includes 1.05 because the inflation rate multiplier of 1.079 is higher than 1.05.

B. Federal Poverty Guidelines Used in the Determination of Poverty Exemptions for 2023

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels **shall not be set lower** by a city or township than the federal poverty guidelines updated annually by the U.S.

Department of Health and Human Services. This means, for example, that the income level for a household of 3 persons shall not be set lower than \$23,030 which is the amount shown on the following chart for a family of 3 persons. The income level for a family of 3 persons may be set higher than \$23,030. Following are the federal poverty guidelines for use in setting poverty exemption guidelines for 2023 assessments:

Size of Family Unit	Poverty Guidelines
1	\$13,590
2	\$18,310
3	\$23,030

Size of Family Unit	Poverty Guidelines
4	\$27,750
5	\$32,470
6	\$37,190
7	\$41,910
8	\$46,630
For each additional person	\$4,720

Note: MCL 211.7u states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available. Please see STC Bulletin 3 of 2021 for more information on poverty exemptions.

Note: MCL 211.7u allows an affidavit (Treasury Form 4988) to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This includes the owner of the property who is filing for the exemption.

C. Poverty Exemption Important Reminders

It is important for assessors to review and understand the changes to the poverty exemption statute made by Public Act 253 of 2020 and to work with local officials and boards of review to ensure the necessary policies and guidelines are in place and are being followed. The governing body of the local unit may need to revise its policy and guidelines to make sure to comply with the law changes.

The Board of Review shall approve or deny the request for the poverty exemption. The Board of Review is required to follow the policy and guidelines adopted by the local assessing unit in granting or denying a poverty exemption. **The Board of Review is not permitted to deviate from the adopted policy and guidelines** (this is a change to the law in PA 253 of 2020).

Poverty exemption applications can be heard at the March, July, or December Board of Review. However, there can only be **one** Board of Review decision for a specific calendar year; a subsequent Board of Review cannot reconsider a decision already made that year. For example: if an application is denied at the March Board of Review, it may not be reheard by the July or December Board of Review during the same calendar year.

Starting in 2021, to request a poverty exemption, a taxpayer must file:

1. Form 5737 *Application for MCL 211.7u Poverty Exemption*
2. Form 5739 *Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty*

3. All required additional documentation (such as federal/state income tax returns)

Local units are still required to have adopted income guidelines and an asset test. These documents should be in writing and should be made available to taxpayers.

If a taxpayer qualifies for the poverty exemption, the Board of Review can grant a 100%, 50%, or 25% reduction in taxable value. There are no other percentage reductions permitted unless approval is granted to the local unit by the State Tax Commission for additional percentage reductions. The request must comply with the *State Tax Commission Policy Regarding Requests for Percentage Reductions in Taxable Value for Poverty Exemptions* and must be submitted using Form 5738.

The forms and guidance related to the poverty exemption are available on the State Tax Commission's website under the [Poverty Exemption Forms & Policy Related to PA 253 of 2020](#) link.

D. Sales Studies

Equalization study dates are as follows for 2023 equalization:

Two Year Study: April 1, two years prior through March 31, current year
Single Year Study: October 1, preceding year through September 30, current year

For 2022 studies for 2023 equalization the dates are as follows:

Two Year Study: April 1, 2020 through March 31, 2022
Single Year Study: October 1, 2021 through September 30, 2022

Note that the time period revisions apply to all equalization studies, that is: sales ratio studies, land value studies and economic condition factor studies for appraisals. Also note that the revised time period for two-year studies applies to all real property classifications.

E. Property Classification

The State Tax Commission reminds assessors that classification is to be determined annually and is based upon the current use of the property **and not** highest and best use of the property. The Commission is aware that some assessors are still classifying property according to highest and best use and/or are not classifying property on an annual basis. The Commission asks that all assessors take the necessary steps to ensure that all real and personal property is properly classified according to MCL 211.34c.

F. Public Act 660 of 2018, Property Assessing Reform

Public Act 660 of defines the requirements for substantial compliance with the General Property Tax Act, provides timelines for audits and follow-up audits, and details a

process for bringing a local unit into compliance if they remain non-compliant after a follow-up review.

Information on Property Assessing Reform is available on the State Tax Commission's website at www.michigan.gov/statetaxcommission under the Property Assessing Reform link. Any questions concerning Property Assessing Reform should be directed to AssessingReformQuestions@michigan.gov.

Local Unit Requirements

The statute states the requirements that must be met by the local unit beginning in the 2022 tax year. This includes having a published policy for when the assessor's office is accessible to taxpayers; information to taxpayers on how to request inspection or production of records in the assessor's office; and online access to information regarding its assessment services, including, but not limited to, parcel information, land value studies and documentation, and economic condition factors. The full list of requirements can be found in [MCL 211.10g\(1\)](#).

State Tax Commission Guideline 2020-1 breaks down how the Commission will conduct the audit based on the requirements set by MCL 211.10g(1). Guideline 2020-1 separates the statutory requirements into deficiencies (i.e. failure to have what is required by MCL 211.10g(1)) that may result in a finding of noncompliance or that are technical. Assessors should review MCL 211.10g(1) and Guideline 2020-1 and work with local unit officials to ensure that they are able to meet the statutory requirements. [Guideline 2020-1: Audit Procedures](#) is available on the STC website.

Required Training: Assessors and Support Staff

PA 660 states that local units must ensure that support staff is sufficiently trained to respond to taxpayer inquiries. PA 660 also states that local units must require that assessors maintain their certification levels. Support staff is all non-certified staff that are involved in the development of the assessment roll, including field work, and any individual that may supply information from the assessment roll to the public. Certified staff members are required to meet annual continuing education requirements.

The State Tax Commission adopted the following requirements for support staff training at the October 20, 2020 meeting:

1. **Certified Support Staff:** Support staff who are certified will be required to complete their annual continuing education requirements to satisfy this audit requirement. Proof of completion and the required Form 5730 should be attached to the Assessor's Certification of the Assessment Roll and maintained with local unit records.
2. **Uncertified Support Staff:** Beginning in 2022, uncertified support staff will be required to complete training at least once every two years on key updates to assessing to meet this audit requirement. Proof of completion and the required

Form 5730 should be attached to the Assessor's Certification of the Assessment Roll and maintained with local unit records.

Required Training: Board of Review members

PA 660 states that local units **must require** that its board of review members receive board of review training and updates required and approved by the State Tax Commission. Checking to ensure that board of review members are trained is now required as part of the audit of the local unit starting in 2023.

The State Tax Commission has determined that beginning in 2022, Board of Review members will be required to complete Board of Review training at least once every two years to meet this audit requirement.

This training will be offered by the State Tax Commission, or by outside organizations with State Tax Commission approval and use of State Tax Commission approved materials. Proof of completion and the required Form 5731 should be attached to the Board of Review's Certification of the Assessment Roll and maintained with local unit records. Board of Review members will need to make sure they receive proof of completion and that it is provided to the local unit so it can be properly maintained and provided during the audit.

G. Tax Tribunal Small Claims Division Hearings

Assessors should carefully read all notices, orders and other correspondence sent by the Tax Tribunal. Assessors should pay special attention to the Notice of Hearing and ensure they are available at the date and time of the scheduled hearing. It is important to appear at the hearing and to timely file with the Tax Tribunal and serve a copy to the taxpayer of all evidence and documentation you wish to be considered at the hearing.

Assessors representing their local unit in Tax Tribunal hearings need to submit evidence to support the value of the property under appeal. If the assessor is relying on the property record card as evidence of value, the property record card must be for the year(s) being appealed. The complete property record card, including all calculations should be provided; do not submit a property record card that states "calculations too long" and then fail to include the additional calculations. Also, it is important to submit the studies prepared that support the economic condition factor and land value on the record card. Assessors should also be able to explain at the Tax Tribunal hearing how the value shown on the property record card was calculated. More information regarding the Michigan Tax Tribunal, including Tribunal Rules, forms and instructions is available at www.michigan.gov/taxtribunal.

Assessors are also reminded that any change in contact information, including a change in email address, must be submitted to the Tax Tribunal to ensure that all case notifications are received.

H. Qualified Heavy Equipment Rental Personal Property Exemption

Public Act 46 of 2022 was signed by the Governor on March 23, 2022. The Act creates MCL 211.9p which provides an exemption for qualified heavy equipment rental personal property beginning December 31, 2022. This exemption is not mandatory and may be claimed at the option of the qualified renter. Once qualified for the QHERPP exemption under MCL 211.9p, qualifying personal property will be exempt from ad valorem taxes and instead pay the specific tax as provided by Public Act 35 of 2022 (MCL 211.1121 - 211.1133).

Qualified heavy equipment rental personal property (QHERPP) is defined in MCL 211.9p(8)(f) as any construction, earthmoving, or industrial equipment that is mobile and rented to customers by a qualified renter, including attachments or other ancillary equipment for that equipment. Qualified heavy equipment rental personal property does not include handheld tools or equipment solely designed for industry-specific uses in oil and gas exploration, mining, or forestry.

The exemption must be claimed annually with the assessor by February 20 (postmark is acceptable) by filing Form 5819 *Qualified Heavy Equipment Rental Personal Property Exemption Claim* and a statement approved by the State Tax Commission of all QHERPP located at and/or rented from the qualified renter business location. If the statement is not delivered to the assessor by February 20, a late application can be filed directly with the March Board of Review where the qualified renter business is located.

Assessors are statutorily required to transmit the information contained in the statement and any other required parcel information to the Department of Treasury no later than April 1 each year. The information must be submitted electronically by emailing to Treas-QHERPP@michigan.gov

More information is available in Bulletin 18 of 2022.

I. 2023 Small Business Taxpayer Personal Property Tax Exemption Changes

Public Act 150 of 2021 was signed by the Governor on December 23, 2021. The Act amends the Small Business Taxpayer Personal Property Tax Exemption (MCL 211.9o) to increase the combined true cash value limit for “eligible personal property” in a local unit from \$80,000 to \$180,000 beginning in 2023. The exemption is required to be claimed with the local unit (city or township where the property is located) by February 21, 2023 (postmark is acceptable) by submitting the completed Form 5076 *Small Business Property Tax Exemption Claim Under MCL 211.9o*. Late filed forms may be filed directly with the 2023 March Board of Review prior to the closure of the March Board.

Personal Property Valued Less Than \$80,000

To claim an exemption for personal property valued less than \$80,000, Form 5076 must be filed with the local unit (City or Township) where the personal property is located no later than February 21, 2023 (postmark is acceptable). Late filed forms may be filed directly with the local unit March Board of Review prior to the closure of the March Board of Review. Taxpayers must contact the local unit directly to determine the March Board of Review dates.

Once the exemption is granted for personal property valued at less than \$80,000, the taxpayer will continue to receive the exemption until they no longer qualify for the exemption. Once they no longer qualify, the taxpayer is required to file a rescission form and a personal property statement no later than February 20th of the year that the property is no longer eligible. Failure to file the rescission form will result in significant penalty and interest as prescribed in MCL 211.9o.

Personal Property Valued Greater than or Equal to \$80,000 but Less than \$180,000

In order to claim an exemption for personal property valued at \$80,000 or more but less than \$180,000, Form 5076 **along with** Form 632 *Personal Property Statement* must be filed **ANNUALLY** with the local unit (City or Township) where the personal property is located no later than February 21, 2023 (postmark is acceptable). Late filed forms may be filed directly with the local unit March Board of Review prior to the closure of the March Board of Review.

J. 2023 ESA Changes

Public Acts 153 through 156 were signed by the Governor on December 23, 2021. These Acts amend the General Property Tax Act, the State Essential Services Act, and the Alternative State Essential Services Act. The Acts change the way that Eligible Manufacturing Personal Property (EMPP) exemptions are claimed and granted, and ESA statements are generated, beginning in 2023.

For 2023 the process of claiming the EMPP exemption remains the same as it has been. **ALL** eligible claimants wishing to receive the EMPP exemption for 2023 will be required to file the Combined Document (Form 5278) with the assessor by February 21 or with the March Board of Review prior to its adjournment. **Taxpayers that do not timely file the Combined Document (Form 5278) will be ineligible to receive the EMPP exemption in 2023.** Assessors will be required to send all information from the Combined Document (Form 5278) to the Department of Treasury via their CAMA software by April 1, as has been the requirement in the past.

Beginning in 2024, eligible claimants that received the EMPP exemption in the previous year will carry the exemption over to the next year. No Combined Document (Form 5278) or other personal property form will be necessary. Eligible Claimants wishing to claim the EMPP exemption on a parcel that did not receive the exemption in the

previous year will need to file a Combined Document by deadline to do so. Taxpayers that no longer qualify for the exemption must file a Form 5277 by the deadline and the assessor remove the exemption from the parcel(s). Assessors must forward the Form 5277 and 5278 information to the Department of Treasury via CAMA software no later than April 1.

K. EMPP and ESA Reminders

In September and October, the ESA Section begins to send out Summary of Changes letters for all taxpayers that have certified their ESA Statement and paid ESA liability in full. Recognizing that manufacturers occasionally move personal property between facilities located in different jurisdictions, a copy of this letter is sent to every local unit in which a taxpayer has reported EMPP if a change on their ESA Statement has been made to *any* parcel located in *any* local unit. This is done to assist each assessor in identifying property that may have been moved in or out of their local unit. Assessors are advised that even if their local unit is not listed on the Summary of Changes letter, it may be prudent to note whether any changes made to a parcel reported in another local unit may affect a parcel located in their local unit.

At times, taxpayers attempt to add a parcel to their ESA Statement that was not previously reported to the Department of Treasury. In these cases, the ESA Section will reach out to the assessor to ask if a Combined Document (Form 5278) was filed for the parcel and, if it was, request a copy of the Form. ESA Staff will also ask for a letter confirming that the EMPP exemption was claimed properly and that the failure to transmit the information to the Department of Treasury was not the fault of the taxpayer. These letters are not used to incriminate an assessor who made a mistake, but rather to add to Treasury files to document why a parcel was added to an ESA Statement after the statement was generated on May 1st.

The ESA Section has received consent judgments entered by the Michigan Tax Tribunal for stipulated agreements between EMPP claimants and the local units in which they have personal property. It is extremely important that any stipulated agreement filed with the Michigan Tax Tribunal indicates that the personal property reported on the parcel meets the definition of “eligible manufacturing personal property,” identifies which eligible manufacturing personal property qualifies for the exemption under MCL 211.9m and MCL 211.9n and directs the Department of Treasury to generate an ESA statement so that the taxpayer may pay ESA on the exempt personal property. Assessors are advised to contact the ESA Section for a list of previous dockets that contained the appropriate requirements.

More information is available in the Assessors Guide to EMPP and ESA available online at www.michigan.gov/propertytaxexemptions.

Further information and guidance on the Eligible Manufacturing Personal Property (EMPP) Exemption, Special Acts and the Essential Services Assessment (ESA) is available at www.michigan.gov/ESA. Additional questions should be sent via email to ESAQuestions@michigan.gov.

L. Omitted or Incorrectly Reported Property (MCL 211.154)

Assessors are reminded that when submitting 154 petitions it is necessary to include complete copies of the property record cards for every year a change is being requested on the petition. For example, if a 154 petition requests a change for 2019 and 2020 the property record card for 2019 and the property record card for 2020 should be submitted. In addition, assessors must submit the calculations and documents needed to understand the reasons for the change and the amount of the requested change in the assessment and taxable values. Additionally, the 154 petition must contain an original signature. The Commission cannot accept electronic signatures or scanned signatures on petitions.

For 154 petitions involving removal of personal property, staff may request verification that the assessor inspected the personal property location or otherwise confirmed that the personal property was disposed of and was not located in the local unit on the applicable tax day. Additionally, staff may inquire as to the extent of the assessor's communication with the taxpayer to confirm that personal property was reported in the new location.

Questions can be directed to the staff at Treas-154petitions@michigan.gov. Additional information, including Bulletin 2 of 2018 and copies of the approved forms, are available online at www.michigan.gov/154petitions.

M. Authority of July and December Boards of Review

Assessors are reminded that the July and December Boards of Review may only act on matters described in MCL 211.53b or expressly permitted by other statutes. This includes qualified errors listed in MCL 211.53b(8), and appeals related to poverty exemptions, qualified agricultural property exemptions, and qualified forest property exemptions.

In addition, other statutes, such as MCL 211.7b related to the disabled veteran's exemption, and MCL 211.7ss related to the eligible development property exemption, provide authority for the July and December Board of Review to take action.

Assessors should carefully review the Board of Review Q&A and Bulletins 13 of 2022 and 14 of 2022 to ensure their Boards of Review are acting within their statutory authorities.

Assessors should not be requesting that the July or December Boards of Review take action outside of the limited authority provided in MCL 211.53b.

Authority Over Principal Residence Exemptions

Public Act 141 of 2022 was signed by the Governor on July 11, 2022. The Act amended Section 211.7cc of the General Property Tax Act, regarding the Principal Residence Exemption. PA 141 eliminated the July and December Board of Review

appeal process in MCL 211.7cc(15) and 211.53b regarding claiming a principal residence exemption for which the exemption was not on the property for the current and previous three years. **The July and December Board of Review have no authority to grant a PRE.** Assessors are asked to ensure that the July and December Boards of Review does not take action related to PRE claims.

N. 2023 State Tax Commission Updates Class

At the August 23, 2022 State Tax Commission meeting, the recommendations of the Education and Certification Committee were approved.

ALL certified assessing officers (MCAO, MAAO, MMAO) and ALL certified assessing technicians (MCAT) must take the 2023 STC Updates Class as part of their continuing education renewal requirements for the renewal cycle beginning November 1, 2022 and ending October 31, 2023.

This class will be available both in-person at various locations across the state and online through the State Tax Commission Online Education Portal at <https://coned.mi-stc.org>. The dates and locations for the in-person classes will be posted to the State Tax Commission website.

O. Online Education Portal and MiSUITE (CERTS) Login

STC Online Education Portal

The State Tax Commission offers a variety of online classes, available free of charge, that provide continuing education credit. The online classes can be accessed at <https://coned.mi-stc.org>. This site is only available to Michigan certified assessors and technicians. If you have an issue with your log in credentials, especially password resets, email State-Tax-Commission@michigan.gov. If you require a password reset, **do not use the Forgotten Your Username or Password link on the page.** Instead, send an email to the State Tax Commission and staff will manually reset your password.

You must complete all requirements of the online course before you will receive your certificate of completion for the course. If a certificate is not emailed to you, then you likely did not complete one or more of the course requirements. The requirements that must be completed are listed at the top of each course and as you complete each one, they will be removed from the list.

Once you have received your certificate, you are responsible for uploading it into the CERTS platform to receive the continuing education credit for the course.

MiSUITE/CERTS

Several updates were released in August to make MiSUITE a more user-friendly and secure platform. These updates include allowing users to request and receive an

automated password reset link, simplified password requirements, and the ability to securely register a device. Additional security measures were also implemented, including password expirations. Passwords will now expire after 90 days. If your password is expired, you will automatically be redirected to an Update Password page upon attempting to log in. Simply create a new password, confirm that password, and click "update."

You can access MiSUITE/CERTS by going to <https://sso.misuite.app>

Assessors can check continuing education hours by logging into the CERTS system and checking your profile page. Total hours remaining to be completed are listed on the profile page in CERTS as well as the completed classes that have been properly logged into the system.

Assessors are responsible for logging their own continuing education hours in CERTS. When logging credit, be sure to pick the correct course, date, location, and upload proof of attendance.

If you have any questions, concerns, or need further assistance, please email Treas-MiSUITEHelp@michigan.gov.

Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

To be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.					
Petitioner's Name				Daytime Phone Number	
Age of Petitioner	Marital Status		Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence			City	State	ZIP Code
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit			Amount of Homestead Property Tax Credit		
PART 2: REAL ESTATE INFORMATION					
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.					
Property Parcel Code Number			Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence		Monthly Payment		Length of Time at this Residence	
Property Description					
PART 3: ADDITIONAL PROPERTY INFORMATION					
List information related to any other property owned by you or any member residing in the household.					
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.				Amount of Income Earned from other Property	
1	Property Address		City	State	ZIP Code
	Name of Owner(s)		Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid
2	Property Address		City	State	ZIP Code
	Name of Owner(s)		Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid

Continue on Page 2

PART 4: EMPLOYMENT INFORMATION — List your current employment information.

Name of Employer

Address of Employer

City

State

ZIP Code

Contact Person

Employer Telephone Number

PART 5: INCOME SOURCES

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

PART 7: LIFE INSURANCE — List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

PART 8: MOTOR VEHICLE INFORMATION

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

Continue on Page 3

PART 9: HOUSEHOLD OCCUPANTS — List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

PART 10: PERSONAL DEBT — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

PART 11: MONTHLY EXPENSE INFORMATION

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

Continue and sign on Page 4

NOTICE: Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

☐ The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

PART 12: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date
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This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.

Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909

Phone: 517-335-9760
E-mail: taxtrib@michigan.gov

Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty

This form is issued under the authority of Public Act 253 of 2020.

This form is to be used to affirm ownership, occupancy, and income status. MCL 211.7u(2) provides that, to be eligible for exemption under this section, a person shall, subject to subsection (6) and (8), annually affirm that the applicant owns and occupies, as a principal residence, the property for which an exemption is requested.

PART 1: OWNER INFORMATION — Enter information for the person owning and occupying the residence.			
Owner Name		Owner Telephone Number	
Mailing Address	City	State	ZIP Code
PART 2: LEGAL DESIGNEE INFORMATION (Complete if applicable.)			
Legal Designee Name		Daytime Telephone Number	
Mailing Address	City	State	ZIP Code
PART 3: HOMESTEAD PROPERTY INFORMATION — Enter information for property in which the exemption is being claimed.			
City or Township (check the appropriate box and enter name) <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village		County	
Name of Local School District			
Parcel Identification Number		Year(s) Exemption Previously Granted by Board of Review	
Homestead Property Address	City	State	ZIP Code
PART 4: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS (Check all boxes that apply.)			
<input type="checkbox"/> I own the property in which the exemption is being claimed.			
<input type="checkbox"/> The property in which the exemption is being claimed is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home.			
<input type="checkbox"/> After establishing initial eligibility for the exemption, my income and asset status has remained unchanged and/or I receive a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits.			
PART 5: CERTIFICATION			
I hereby certify to the best of my knowledge that the information provided on this form is true and I am eligible to receive an exemption from property taxes by reason of poverty pursuant to Michigan Compiled Law, Section 211.7u.			
Owner or Legal Designee Name (print)		Signature of Owner or Legal Designee	
		Date	
Designee must attach a letter of authority.			
LOCAL GOVERNMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)			
<input type="checkbox"/> Approved <input type="checkbox"/> Denied (Attach appeal instructions and provide to owner.)		Tax Year(s) exemption will be posted to tax roll	
CERTIFICATION — I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.			
Assessor Signature		Date Certified by Assessor	

Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, _____, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Contract

AGENDA SECTION: New Business

SUBJECT: Approval of a contract with Saginaw Future, Inc., for economic development services.

SUGGESTED ACTION:

ATTACHMENTS:

[Res - SFI Agreement A.pdf](#)

[City-of-Frankenmuth-Progress-Report \(2\).docx](#)

[Frankenmuth Request \(1\).pdf](#)

[Frankenmuth Agreement \(1\).pdf](#)

RESOLUTION NO. 2023-____

**A RESOLUTION APPROVING AN AGREEMENT
WITH SAGINAW FUTURE, INC.**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRANKENMUTH,
that:**

The attached agreement with Saginaw Future, Inc. for 2023 pertaining to economic development is hereby approved for a total of \$6,125.

Action _____

Date _____

MARY ANNE ACKERMAN, MAYOR

PHILLIP W. KERNS, CLERK

Board of Directors

Phil Dembowski*
Interim Chair

Mark Thompson*
Past Chair

Seth Perigo
Secretary/Treasurer

JoAnn Crary, President*

Veronica Horn*

Tim Morales*

Michael Webster*

Kevin Albosta

Walter Baker

Robert Belleman**

Neal Bishop

Dan Dralle

Paul Furlo

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Jennifer Geno

Brian Keeler

Ed Lesniak

Torrie McAfee

Angie Miller

Brenda Moore**

Justin Pomerville

Bridget Smith

Jim Terry

Jim Van Tiflin**

Chad Wurtzel

Rafael Turner

* Executive Committee

**Ex Officio

Saginaw Future 2022 Progress Report – City of Frankenmuth

Projects

Major Indoor Water Park Expansion Planned at Bavarian Inn Lodge

The Bavarian Inn Lodge water park in Frankenmuth is getting a massive expansion. More than 20 new attractions are planned, including more water slides, a wave pool, and a swim-up bar for adults. When it's done, the indoor water park will be more than 140,000 sq. ft. The \$80 million expansion project begins Dec. 13, with plans to open in spring 2024. Some attractions will open in late fall 2023.

"We are truly raising the bar on fun at the Lodge, creating unique attractions and new types of experiences within our resort," said Michael Keller Zehnder, President of the Bavarian Inn Lodge. "This expansion will help us to advance our goal of creating fun and enjoyable experiences for all ages. We are reimagining family fun and see this as an exciting project for all of Frankenmuth." According to Zehnder, there will be no disruptions to the Family Fun Center, banquet center, hotel rooms, and existing water park amenities.

Frank's Muth Opens in the City of Frankenmuth

This shop is in the heart of Downtown Frankenmuth and offers an uncommon collection of gifts including a variety of specialty popcorn, hot sauce bar, novelty socks and man cave items. It also serves cocktails at its indoor bar and on its patio. \$300,000 was invested in this newly renovated facility and 13 team members were hired.

Southgate – Edward Jones and LOFT by Pine Island Design Under Construction

Michael and Jasmine Southgate are constructing a new two-story, 2,800 sq. ft. Commercial building at 159 S. Main in Frankenmuth for the expanded businesses of Edward Jones and Pine Island Design. The first floor will serve as the office for Michael Southgate and Doyle Webb of Edward Jones Investments providing additional offices for current and future staff growth. The second floor will be home to, The LOFT by Pine Island Design; a full-service interior and exterior design firm owned by Jasmine Southgate. The space will serve as an office for the design studio in addition to a rentable entertainment venue. The building has a grand, two-story lobby and features a conference room for joint partnership meetings that also opens onto the front porch to maximize views and activities along Main Street. The LOFT features a private entrance with a grand staircase, second floor balcony that will be used for entertaining and captures views of Main Street activities along with a vaulted gathering room, custom bar, lounge and bathroom. An estimated \$1m will be invested in the development.

Michigan Brand Expands Again in the City of Frankenmuth

Michigan Brand is a processor of specialty meats, hams, sausage and jerky. The City of Frankenmuth location produces multiple shelf stable products using beef, pork, chicken, turkey and wild games such as venison, gator, kangaroo, ostrich and wild boar. The north addition is a new cooler/freezer and an additional packaging room was constructed at the south end of the property. A total of 8,247 sq. ft. was added with an investment of nearly \$2.5 million with 10 jobs to be created. SFI assisted the company and City with a tax incentive application.

Weiss Equipment Expands in the City of Frankenmuth

Weiss Equipment is expanding its footprint in the City of Frankenmuth with a new dual-purpose warehouse and shop. The family-owned and operated company is a provider of outdoor power products, such as off-road vehicles, residential lawn and power equipment and more. The new building will allow the use of overhead cranes to increase process efficiency. The Weiss expansion is expected to result in an investment of \$2.5 million and the creation of two to three jobs. SFI assisted the project by convening a meeting with Frankenmuth leaders, Michigan Economic Development Corporation and Michigan Department of Agriculture and Rural Development. Consumers Energy was also involved to ensure the level of power is available and conversations with Michigan Department of Transportation on logistics has been initiated.

Talent Attraction

The availability of talent and a skilled workforce is becoming an increasingly important factor in retaining, expanding, and attracting new businesses to Saginaw County. SFI has collaborated with regional community colleges, universities, the Michigan Economic Development Corporation and Great Lakes Bay Michigan Works! to assist in preparing our current workforce to help bridge the talent gap. In the fall of 2022, SFI assisted with a Coming Home employment mixer with Back To Michigan - a statewide effort and Great Lakes Bay Region 5. Twenty-three regional employers met in-person with over 75 job seekers.

Overview

Saginaw Future worked on more than 30 countywide development projects announced in 2022 valued at nearly \$574 million. Those projects total nearly one million sq. ft. of construction and renovation. More than 1,800 Jobs were created and retained.

Government Contracting

The Saginaw Future Procurement Technical Assistance Center, which is now APEX Accelerators program, provides no fee assistance to businesses interested in providing goods and services to federal, state and local governments. Over the past year, APEX assisted 46 regional companies attain nearly \$27 million in contracts. Please make your local businesses aware of this opportunity and a way to diversify its customer base.

Grants

Saginaw Valley State University/ Michigan Manufacturing Technology Center (MMTC) Industry 4.0 Grants - funds were provided by the MEDC and the MMTC awarded three grants totaling \$25,000. Saginaw Future helped develop the grant process, along with marketing and scoring. Kremin Inc. received \$10,000.

MEDC Match on Main - Saginaw Future assisted READ association with a Match on Main grant through MEDC. The organization was awarded \$25,000 toward the purchase of furniture and technology equipment for their project.

MEDC State Trade Export Program (STEP) - SFI connects Saginaw County companies to the MEDC to apply for grants to assist companies with funds to help increase export sales through various means including trade show attendance costs, exhibitor costs, website development, international marketing materials and travel. Saginaw County companies received a total of \$49,047 in grants.

MEDC Training Equipment Grants - the Michigan Legislature provided funding for the Training Center Equipment Grant program. The MEDC provided Saginaw Future with \$110,963 in funding for eligible applicants purchasing training equipment in Saginaw and Bay Counties. Six applications were received and a review panel from SFI, Bay Future and Great Lakes Bay Michigan Works reviewed and scored the applications.

Saginaw Future, on behalf of the City of Saginaw, submitted a \$4 million appropriations request to Congressman Kildee's office. The proposal is for infrastructure work to prepare a site in downtown Saginaw for future development including; the relocation of overhead transmission lines, installation of a seawall, sub-surface utility work, and street abandonment.

Corporate Watch Calls

Corporate Watch Calls are scheduled by Saginaw Future staff members bringing in representatives of the Michigan Economic Development Corporation and other service providers to meet with company officials. The purpose is to discuss the company's plans for expansion and potential barriers. SFI then follows up with resources to assist. SFI met with:

- Bavarian Inn Lodge
- Core Staffing
- Frank's Muth
- Frankenmuth Industrial Services
- Frankenmuth Woolen Mill
- Michigan Brand Inc.
- Pine Island Design
- Southgate – Edward Jones
- Star of the West Milling Company
- Uptown North Main
- Weiss Equipment
- Zehnder's of Frankenmuth

Leads and Communications

SFI worked on 125 responses to leads, 10 included Frankenmuth

SFI worked on 150 communications on Saginaw County, some included Frankenmuth specifically

54 business development research reports, advertisements and tradeshow promoting Saginaw County

Property Database - www.GreatLakesBaySites.com

8 Frankenmuth Buildings Listed

8 Frankenmuth Sites Listed

The following listed properties have been sold or leased recently,

- 126 N Main St - Leslie's Rental & Mobility
- 100 Nickless St – Wang's Bistro
- 541 N Franklin St - Strands Salon & Spa
- 113 E Tuscola St - Aunt Hattie's Corner
- 1118 Weiss St - Family Foot & Ankle Care
- 140 W Tuscola St - Michigan Soy Bean Association

County of Saginaw

Saginaw Future Administers:

- Great Lakes Tech Park
- Economic Development Corporation of the County of Saginaw
- Saginaw County Brownfield Redevelopment Authority
- Saginaw County Revolving Loan Fund



www.SaginawFuture.com

- Annual Economic Report
- Bond Rating Agency Research and updated economic data
- Sites/buildings for potential County facilities
- Response to Controller for specific requests

Saginaw Future Inc. has been reaccruited by the International Economic Developers Council (IEDC) for the third time. The Accredited Economic Development Organization (AEDO) Program recognizes the professional excellence of economic development organizations (EDOs). The AEDO Program provides EDOs with independent feedback on operations, structure and procedures. With the AEDO recognition, Saginaw Future is part of an elite network of EDOs who have gone through the accreditation process. The IEDC has over 5,000 members and only 71 are accredited. The AEDO status recognizes Saginaw Future as a leading authority on economic-related issues.

PLEASE SAVE THE DATE - Saginaw Future 31st ANNUAL AWARDS Luncheon
Monday, March 6th, 2023
11:00AM Networking - 11:30AM to 1:00PM Program
The Bavarian Inn Lodge

January 4, 2023

Ms. Bridget Smith
City of Frankenmuth
240 W. Genesee
Frankenmuth, MI 48734

Dear Ms. Smith:

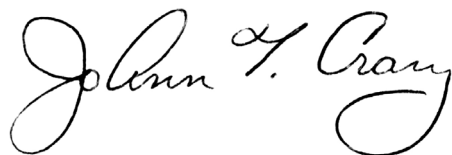
On behalf of the Saginaw Future Inc. Board of Directors and staff, I'd like to offer my sincere thanks to you and the City of Frankenmuth for the economic development partnership that we share. Through our Agreement for Services, we have been able to provide focused and proactive economic development services to the City of Frankenmuth and the entire Saginaw County area.

We have enclosed a report of the economic development services provided during 2022. Also included is an updated \$6,125 renewal agreement for your consideration.

We would be pleased to review this information with you and your council members at your earliest convenience and discuss any special focus that you may have for 2023.

We appreciate the continued partnership that we share and look forward to working with you in the upcoming year.

Sincerely,



JoAnn Cray, CEcD
President

AGREEMENT FOR SERVICES

THIS AGREEMENT, made and entered into this _____ day of _____, 20____, by and between the City of Frankenmuth, Michigan, and Saginaw Future Inc. (hereinafter called "SFI") presently of 515 N. Washington, Saginaw, Michigan 48607.

WITNESSETH:

WHEREAS, the City of Frankenmuth desires to contract with SFI for provision of certain services involving economic development activities within the City of Frankenmuth and SFI is willing to so contract; and

WHEREAS, SFI possesses certain unique qualifications to deliver the necessary services as agreed upon; and

WHEREAS, the City of Frankenmuth desires that SFI provide the services set forth in the attached Exhibit A titled "Scope of Services" for a stated amount per year; and

WHEREAS, certain services contracted by the City of Frankenmuth pursuant to this Agreement are a proper concern of the City of Frankenmuth and are paid for in part by general City of Frankenmuth funds and are services that the City of Frankenmuth could otherwise perform pursuant to law.

NOW THEREFORE, for and in consideration of the mutual covenants hereinafter contained, IT IS HEREBY AGREED as follows:

ARTICLE I PROGRAM TO BE OPERATED BY SFI

SFI shall provide the services set forth in the attached Scope of Services, labeled Exhibit "A", which is incorporated by reference into this Agreement and made part hereof (hereinafter referred to as the "Services").

ARTICLE 2 DUTIES OF SFI

SFI, in accordance with the general purposes and objectives of this Agreement, as herein specified and subject to available City of Frankenmuth funds shall:

- A. Conduct activities aimed at stimulating economic growth in all of Saginaw County including the City of Frankenmuth. SFI's activities shall include efforts aimed at attracting new business, retaining existing businesses and assisting existing businesses with expansion.
- B. SFI's activities shall involve both its own services and the coordination of the activities of governmental units and private businesses so as to provide a unified package of assistance and marketing efforts.

- C. The exact details of SFI's activities and the setting of priorities shall be determined by SFI's Board of Directors and/or Executive Committee in accordance with the goals adopted by SFI so long as this Agreement and the funding covered below remain in effect.

ARTICLE 3 DURATION OF AGREEMENT

SFI shall commence performance of the services and obligations required of it hereunder on the 1st of January 2023, and shall continue said services through the 31st of December 2023. In the event a new Agreement is not executed immediately upon the expiration of this Agreement, SFI agrees to continue such services on a month-to-month basis as indicated in the Scope of Services and duties of SFI in Article 2 above.

ARTICLE 4 COMPENSATION

It is expressly understood and agreed that in no event will the total compensation under this Agreement exceed the sum of \$6,125 for 2023, subject to appropriation by the City of Frankenmuth in their annual budget process. SFI shall receive said compensation in one annual payment as invoiced.

ARTICLE 5 FEES, CHARGES OR CONTRIBUTIONS

SFI may charge appropriate fees and accept contributions as the SFI Board of Directors determines is reasonable and beneficial to SFI.

ARTICLE 6 ACCOUNTING PROCEDURES

SFI's accounting procedures and internal financial controls shall conform to generally accepted accounting practices in order that the cost allowed by this Agreement can be readily ascertained and expenditures verified therefrom.

ARTICLE 7 ANNUAL AUDIT

SFI shall have an annual certified audit and shall be completed as rapidly as possible at the end of each fiscal year of operation of SFI. A copy shall be supplied to the City of Frankenmuth upon request.

ARTICLE 8 MAINTENANCE OF RECORDS

The SFI shall keep and maintain records covering the services rendered and budget expenditures made pursuant to this agreement for six (6) years after termination of this Agreement or until the final audit has been performed.

ARTICLE 9 COMPLIANCE WITH THE LAW AND EQUAL EMPLOYMENT OPPORTUNITY

SFI shall administer the program and provide all the services to be performed under this Agreement in complete compliance with all applicable federal, state and local laws, ordinances, rules and regulations, including, but not limited to:

- A. The Elliott Larsen Civil Rights Act, 1976 PA 453
- B. The Michigan Handicappers Civil Rights Act, 1976 PA 220.
- C. Section 504 of the Federal Rehabilitation Act of 1974, P.L. 93-112, 87 Stat. 394, and regulations promulgated thereunder.

SFI, as required by law, shall not discriminate against a person to be served or an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, sexual preference, handicap, height, weight, marital status, political affiliation or beliefs.

ARTICLE 10 INDEPENDENT CONTRACTOR

It is expressly understood and agreed that SFI is an independent contractor. The employees, servants and agents of SFI shall in no way be deemed to be and shall not hold themselves out as the employees, servants or agents of the City of Frankenmuth. SFI shall be responsible for the withholding and payment of all applicable taxes; including, but not limited to, income and social security taxes to the proper federal, state and local governments. SFI shall carry workers' compensation coverage for its employees, as required by law.

ARTICLE 11 INDEMNIFICATION AND HOLD HARMLESS

SFI shall, at its own expense, protect, defend, indemnify and save harmless the City of Frankenmuth, its elected and appointed officers, employees, servants and agents from any and all liability resulting from any acts, omissions or negligence of SFI, its employees, agents or students that may arise out of this Agreement.

ARTICLE 12 LIABILITY INSURANCE

SFI shall procure, pay the premium on, keep and maintain during the term of this Agreement, comprehensive general liability insurance coverage in the amount of not less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00) per claim covering all damages, personal and/or property, arising from the program operated pursuant to this Agreement. SFI shall maintain such other insurance, as it deems appropriate for its own protection.

ARTICLE 13 MODIFICATIONS, AMENDMENTS OR WAIVERS OF PROVISIONS OF THE AGREEMENT

All modifications, amendments or waivers of any provisions of this Agreement may be made only by the written mutual consent of the parties hereto provided however, that both SFI and Saginaw and the City of Frankenmuth understand and agree that changes may become desirable or needed during the course of this Agreement, and each agrees to negotiate in good faith.

ARTICLE 14 ASSIGNMENT OR SUBCONTRACTING

SFI shall not assign this Agreement or otherwise transfer its duties and/or obligations under this Agreement.

ARTICLE 15 CERTIFICATION

The persons signing on behalf of SFI and the City of Frankenmuth certify by said signatures that they are duly authorized to sign this Agreement and that their respective Boards have authorized this Agreement.

IN WITNESS WHEREOF, the parties hereto have fully executed this Agreement on the day and year first above written.

For the City of Frankenmuth:

In the Presence of:

For Saginaw Future Inc.:

In the Presence of:

JoAnn Crary
President

EXHIBIT A

SCOPE OF SERVICES

SAGINAW FUTURE INC. (SFI) SHALL:

1. Promote and strengthen the jobs and investments of employers who are currently here, thus reducing the potential for relocation while stimulating and supporting new expansion and job growth.
2. Aggressively attract and encourage national and international business to relocate and invest in our area ensuring a diversity of components in the economic base of this county.

SAGINAW FUTURE WILL PROMOTE AND STRENGTHEN EXISTING BASE JOB EMPLOYERS BY:

1. Making corporate watch calls on Saginaw County manufacturers:
 - A. To gain a clear understanding of each company's view of the local business climate.
 - B. To increase industry awareness of incentives and services available on a state and local level.
 - C. To ascertain the plans of each company and provide expansion or problem-solving assistance.
 - D. To identify opportunities for new industry attraction.
2. Making critical watch calls on the largest manufacturers and private employers that have corporate headquarters outside of Saginaw County in an attempt to impact decision makers.
3. Calling on the fastest growing smaller manufacturers and providing the support necessary for continued growth.
4. Providing technical assistance, incentives or referrals in areas such as financing, infrastructure grants, incentive packaging, business planning, labor training, demographics, site location and other areas of need.
5. Serving as an ombudsman to identify and address areas of concern that may impact the company's ability to expand.
6. Providing economic and market research to identify opportunities for business expansion through government contracting and subcontracting opportunities and exporting.

SAGINAW FUTURE WILL HELP RECRUIT NEW CORPORATE CITIZENS BY:

1. Creating and implementing a marketing plan for the region which:
 - A. Through research, identifies specific industries or companies that would benefit from locating operations in the Saginaw region.
 - B. Develops a specific strategy for direct marketing to target companies or industries.
 - C. Provides repetitive image advertising in support of the targeted marketing.

2. Establishing an action system, which will assure appropriate and prompt response and follow-up to inquiries and/or prospects.
3. Identifying or creating specific sites for the location of new corporate citizens, which meet their needs as to such factors as zoning, infrastructure, environmental concerns, utilities and transportation.
4. Providing technical expertise in such areas as financial packaging, training, labor market data, available incentives and applicable federal and state programs.
5. Advising local units of government regarding actions they might take to enhance their attractiveness to businesses.

SAGINAW FUTURE WILL PROVIDE INDUSTRIAL DEVELOPMENT LOCATION OPPORTUNITIES BY:

1. Participating with public and private organizations in the development and preparation of industrial sites and parks.
2. Participating in planning activities to improve those items related to economic development and specifically land, labor and capital issues.
3. Pursuing information on new state and federal programs that would improve economic development in Saginaw County.



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Water

ITEM TYPE: Contract

AGENDA SECTION: New Business

SUBJECT: A resolution authorizing the purchase of 330 radio read MXU units for \$49,500 for the Water Department

SUGGESTED ACTION:

ATTACHMENTS:

[Res - Water Meter Eq. Purchase A.pdf](#)
[Radio Read Memo.pdf](#)

RESOLUTION NO. 2023-__

**A RESOLUTION APPROVING THE PURCHASE
OF REMOTE READ WATER METER EQUIPMENT**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRANKENMUTH, that:
The attached quote from Etna Supply to purchase 330 - Sensus Model 520M remote water meter
reading transceiver units for a total of \$49,500 is hereby approved for purchase.

Action _____

Date _____

MARY ANNE ACKERMAN, MAYOR

PHILLIP W. KERNS, CLERK

City of Frankenmuth

Michigan's Little Bavaria

240 West Genesee Street
Frankenmuth, Michigan 48734-1398



Phone: (989) 652-9901

Fax: (989) 652-3451

Email: cityhall@frankenmuthcity.com

www.frankenmuthcity.com

Date: January 24, 2023

To: Bridget Smith, City Manager

From: Ken O'Brien, Water Superintendent

Re: 2021/2022 Radio Read MXU Order - Budgeted

In the current budget year we have \$50,000 budgeted for radio read MXU units which I would like to get ordered if that is acceptable. Sensus, the MXU manufacturer, is starting to catch up with their production of MXU's due to the chip shortage, according to our sales representative from Etna Supply. Therefore, I would like to get approval to place our order with Etna Supply for 330 MXU's in the amount of \$49,500.00 dollars.

Currently, we still have 162 MXU's on order from last years budgeted amount that we are waiting for. We are anticipating delivery of these within the next 2 months. The chip shortage has created a backlog of order fulfillments of MXU's across the country, but it sounds like they are making progress on producing more MXU's.

To date we have 1,503 MXU's installed in the City or approximately 50 percent complete.

Also, attached is the quote from Etna Supply for 330 MXU units.



ETNA SUPPLY - GRAND RAPIDS
4901 CLAY AVENUE SW
GRAND RAPIDS, MI 49548-3038
616 241 5414
Fax 616 241 4786



Quotation

QUOTE DATE	QUOTE NUMBER
01/24/2023	S104931284
ETNA SUPPLY PO Box 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940	
PAGE NO. 1 of 1	

QUOTE TO:

SHIP TO:

FRANKENMUTH CITY OF
240 W GENESEE ST
FRANKENMUTH, MI 48734-1398

CITY OF FRANKENMUTH
216 W SCHLEIER
FRANKENMUTH, MI 48734

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
16251			Tony Wawiernia	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
Al Weber		NET 25TH	01/31/2023	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
330ea	<div>SHIPPING INSTRUCTIONS DELIVERY DATE:NEXT RUN DELIVERY TIME:B/4 230PM CONTACT NAME:KEN CONTACT #:989-780-5386 ADD'L INSTR: KEN OBRIEN 989-652-8987</div> SMARTPOINT 520M TC 1-PORT (LEAK); SENSUS MODEL 520M SINGLE PORT M2 METER TRANSCEIVER UNIT PIT VERSION TOUCHCOUPLE HOURLY READS LEAK DETECTION 5396353752201MI Pn: 17412		150.000/ea	49500.00

This Quotation is controlled by ETNA's standard terms and conditions ("ETNA's Standard Terms") found at <https://www.etnasupply.com/TermsandConditionsofQuotation>. Any other terms are expressly rejected. To the extent there is a conflict between any of the terms appearing on the face of this Quotation and ETNA's Standard Terms, the terms appearing on the face of the Quotation control. TAXES ARE NOT INCLUDED ON THIS QUOTE!

Prices are firm for 7 days. Price subject to change after 7 days.

Subtotal	49500.00
S&H Charges	0.00
Amount Due	49500.00



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Resolution

AGENDA SECTION: New Business

SUBJECT: Approval of a contract for storm sewer design for the proposed parking expansion/grading on Weiss Street (former CEC lot) and the surrounding acreage

SUGGESTED ACTION:

ATTACHMENTS:

[Res - CEC Property Stormwater Analysis - A.pdf](#)

[Frankenmuth BIL Village Storm Sewer Design_Permitting MEC Proposal \(01-24-23\).docx](#)

RESOLUTION NO. 2023-____

**A RESOLUTION APPROVING A STORMWATER
CONVEYANCE SYSTEM ANALYSIS**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRANKENMUTH, that:

The attached proposal from Matteo Engineering & Consulting, LLC (MEC) to provide a stormwater conveyance system analysis for the Weiss Street parking Lot formerly owned by the Civic Events Council is hereby accepted and to authorize the City Manager to execute a contract with MEC for approximately \$21,700.

Action _____

Date _____

MARY ANNE ACKERMAN, MAYOR

PHILLIP W. KERNS, CLERK



Matteo Engineering & Consulting, LLC
8679 26 Mile Road, Suite 333
Washington Twp., MI 48094
586-453-8666
www.MatteoEngineering.com

January 24, 2023

CITY OF FRANKENMUTH
240 W. Genesee Street
Frankenmuth, MI 48734
Attn: Ms. Bridget Smith, City Manager

Subject: Stormwater Conveyance System Analysis – Bavarian Inn Lodge Village Expansion Project
Proposal for Professional Engineering Services – Weiss Street Parking Lot Storm Sewer Design

Dear Bridget,

We are sincerely grateful for the opportunity to continue providing professional engineering services to the City of Frankenmuth, this time in preparing a parking lot stormwater conveyance system on the east side of Weiss Street for the subject project. We are ready to begin work immediately and look forward to the challenges presented with this Project.

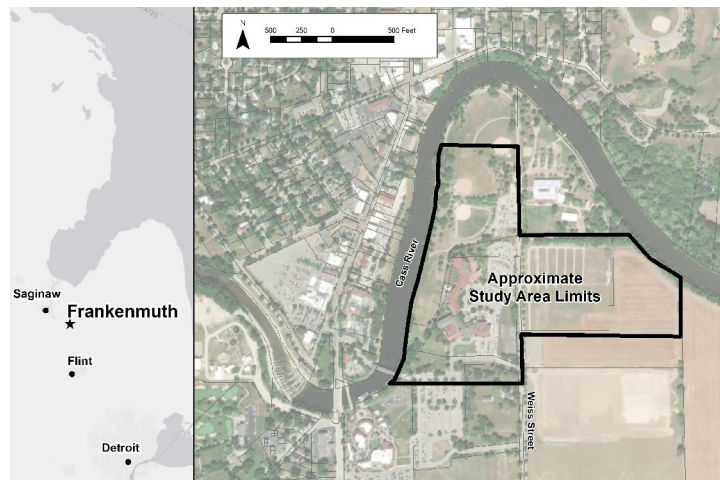
Project Background and Understanding

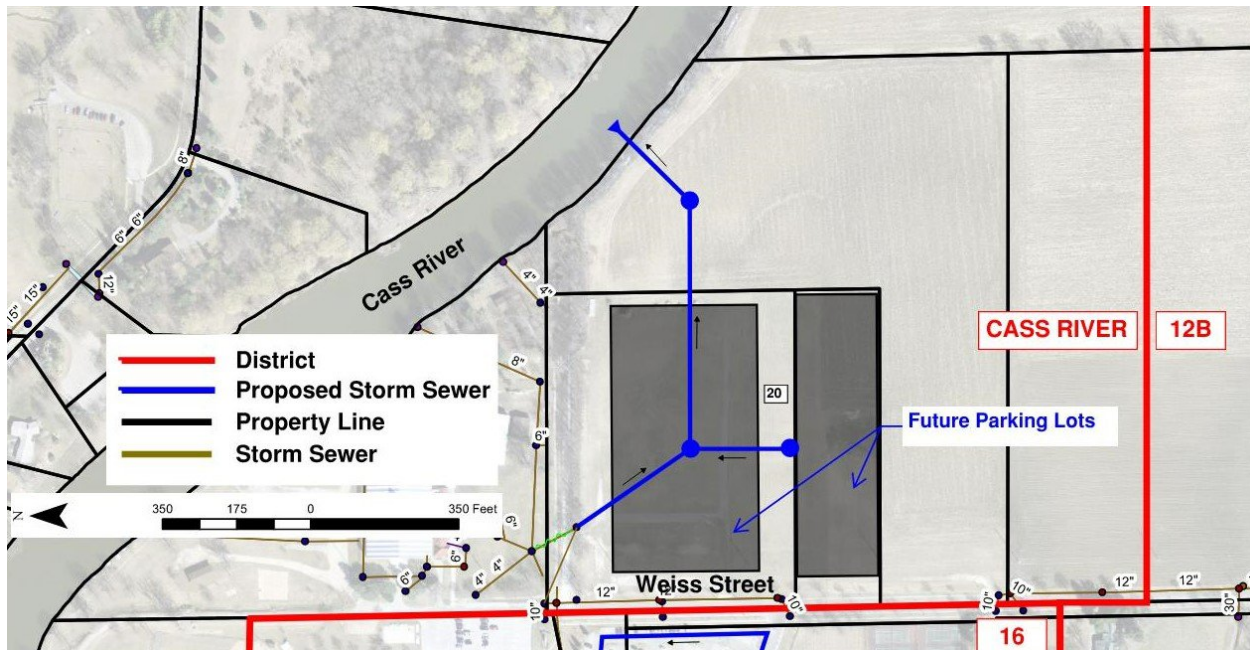
The subject drainage district is the Cass River District, east of Weiss Street (and District 16) and north of District 12B. According to the City's stormwater master plan, the maximum allowable discharge is 1.0 cfs/acre.

It is our understanding that the Bavarian Inn Lodge will be expanding their facility with an indoor waterpark. Site stormwater is proposed to discharge into an existing 24-inch storm sewer adjacent to the site (north) and a 30-inch stormwater outfall to the Cass River. Other tributary drainage areas in District 16 currently discharge to this existing 24-inch storm sewer. A new parking lot to the south will also be constructed as part of the overall project. It is assumed that this parking lot area will discharge to the Cass River via a separate storm sewer outfall and is excluded from this analysis. Inset on the following page is an excerpt of our concept for a new, separate stormwater conveyance system and outfall to the Cass River was taken from our stormwater analysis tech memo completed for the subject project.

In addition, a parcel on the east side of Weiss Street will be graveled construction laydown area. This parcel and the adjacent parcel to the north is planned in the future to be paved parking lots.

The City of Frankenmuth and Bavarian Inn Lodge (BIL) ownership reviewed our stormwater analysis presented in a tech memo dated January 9, 2023. A meeting was held on January 12, 2023 to discuss our findings. After that meeting, we were requested to provide additional engineering services including





preparing a complete design of a new stormwater conveyance system and EGLE permitting support for the new outfall to the Cass River. Also requested was EGLE permitting support for the replacement of an existing 15-inch storm sewer segment with an 18-inch storm sewer directly upstream of an existing 30-inch outfall to the Cass River north of the BIL building.

In response to this request, MEC's proposed engineering scope of services and associated fees for the preparation of the storm sewer design and EGLE permitting for this project are presented below.

It was assumed that this storm sewer design will be developed concurrently with the grading plan for the parking lot areas east of Weiss Street, although the construction of the grading and installation of new storm sewers may not all be constructed concurrently.

Scope of Work

Based on our previous engineering analysis, discussions with the City and BIL ownership, review of existing site conditions in the field, and our knowledge of this project, we anticipate the following professional engineering services for the storm sewer design and EGLE permitting support and in accordance with the following tasks.

Task 1. Complete SWMM5 Modeling and Hydraulic Analysis for Storm Sewer Right-Sizing

- Review and refine existing drainage district boundaries
- Delineate subdistrict boundaries, land use, soil types, and flow paths in GIS
- Prepare a hydraulic model using the EPA –Stormwater Management Model (SWMM, Version 5.2.1) to determine storm sewer sizing based on predicted runoff flow rates, assuming the site is built-out. MEC has previously prepared a SWMM5 model of Frankenmuth's interior stormwater drainage system in downtown Frankenmuth, including the levee toe drains, the "Government Drain", and the stormwater pump station (inset next page)

- Prepare hydrographs computed with the hydraulic model in graphical and tabular format and will include peak flow rates, time to peak, the attenuation of flow rates predicted based on the travel time and storage within the system. This information will be prepared for a range of design storms, from the 2-year to the 100-year design storms
- Assess predicted hydrographs for the range of design storms and determine if additional storm sewer facilities are necessary to ensure impacts to adjacent properties are minimized
- Analyze predicted hydrographs for the range of design storms with proposed drainage improvements in-place to assess impacts to the City's storm sewer conveyance system

Task 2. Prepare Conceptual Storm Sewer Layout

- Based on sizing of storm sewers from Task 1 above, develop the conceptual configuration of storm sewers and outfall to the Cass River and quantify lengths
- Determine approximate elevations of the proposed storm sewers and outfall

Task 3. Evaluate Storm Sewer Outlet Alternatives

- Evaluate downstream impacts of the proposed site development in District 16, focused only on the existing 24-inch storm sewer and 30-inch outfall
- Analyze relief sewer outlet alternatives, if necessary, to reduce the risk of surface flooding

Task 4. Coordinate with Grading Plan

- Coordinate with the efforts to prepare a detailed grading plan for the site
- Obtain agreement from the City on the grading plan and conceptual storm sewer configuration
- Adjust and refine the initial storm sewer design accordingly

Task 5. Finalize Storm Sewer Design in CAD

- Finalize the storm sewer design in CAD based on input from the City and the grading plan, once determined by all parties to be "frozen"
- Submit PDFs and CAD of the final storm sewer design

Task 6. Meeting and Coordination with City

Meet once with City staff and BIL representatives to discuss the final grading plan and next steps during construction.

Task 7. Prepare EGLE Floodplain Permit for Proposed Storm Sewer Outfall

- Request pre-application meeting with EGLE and attend/facilitate one on-site pre-application meeting to discuss project details ahead of floodplain permit application submission
- Prepare final floodplain mapping and required supplemental data and hydraulic analysis report (if a report is required) for submission to the EGLE for review
- Prepare and complete Joint Permit Application and supplemental data and submit to EGLE

- Coordinate with other team members to obtain all necessary supplemental information such as wetland survey and impacts, among other items
- Coordinate with permit reviewer and answer technical questions (one iteration only)

Assumptions and Excluded Services

This letter proposal for engineering services, to serve as our agreement upon signature/execution, was developed using the following assumptions and exclusions.

- Assumes that the grading plan design will be completed by MEC under a separate agreement.
- The storm sewer design will be completed concurrently with the grading plan. However, construction of the grading and new storm sewer may not be done concurrently and may instead be phased over time. Phasing will be determined by the City and BIL ownership and must be coordinated with our design. Our level-of-effort and fee proposal was prepared assuming that only the final grading plan will be developed, and that incremental or temporary grading plans would be prepared under an amended agreement.
- We estimate that approximately 24 acres is tributary to an existing 12-inch storm sewer outlet on the northwest corner of the site, near the intersection of an unpaved driveway and Weiss Street. We assume that only the parcels that are planned to be paved for parking lots will be regraded. However, the City will provide guidance on the grading for the remaining tributary area, and impacts that our grading plan will have on the remaining area to the east and southeast.
- The remaining portions of land that exists in the Cass River District will not be served by the grading plan or the associated proposed storm sewer system. The remaining portions of the Cass River District should be studied as a separate stormwater master plan, to be conducted under a separate agreement, if/when desired
- Assumes the existing 12-inch storm sewer outlet will be bulkheaded or otherwise removed.
- Assumes one (1) iteration of grading plan development.
- Assumes floodplain analyses and EGLE permitting will be conducted at the same time and included in a single hydraulic river model and hydraulic analysis report
- Excludes permitting or other related services to obtain Saginaw County Drain Commission approval of the analysis and related mapping. Also excludes review agency review/processing fees.
- Excludes permitting for the storm sewer replacement on the west side of Weiss Street.
- Excludes construction oversight services in this scope/budget.

Project Schedule

It is expected that upon receipt of notice-to-proceed for the professional engineering services described above, it will take approximately **eight (8) weeks** to complete the topo survey and storm sewer design and EGLE floodplain permit applications. It is currently estimated that EGLE will take at least 90 days to review and approve the permit applications for construction.

Proposed Engineering Fees

The total not-to-exceed lump sum budget for our engineering services required to complete the storm sewer preliminary and final design as presented in [Tasks 1 through 6](#) above, is \$21,700.00 to cover our labor and expenses.

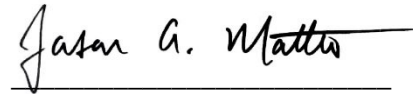
Separately, our budget for EGLE floodplain permitting for the new outfall ([Task 7](#)) is a not-to-exceed time-and-materials budget of \$9,000.00.

Invoicing will occur monthly as our analysis progresses and will reflect percent complete of the work.

If this letter proposal is acceptable to you, then please execute by signing below and returning one (1) complete copy to us for our records. If you have any questions or concerns regarding the above, then please feel free to contact me directly at 586-453-8666. We are ready to begin immediately.

Sincerely,

MATTEO ENGINEERING & CONSULTING, LLC



Jason Matteo, P.E., CFM
Principal Engineer/Member

If acceptable:
CITY OF FRANKENMUTH

Bridget Smith
City Manager

Date



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Contract

AGENDA SECTION: New Business

SUBJECT: Approval of a lease with the Frankenmuth Women's Club for the Schau Platz.

SUGGESTED ACTION:

ATTACHMENTS:

[Res - FKM Womens Club Lease - A.pdf](#)
[Womens Club Lease '22-'26.docx](#)

RESOLUTION NO. 2023-__

**A RESOLUTION APPROVING A MEMORIAL PARK FACILITIES LEASE
AGREEMENT WITH THE FRANKENMUTH WOMEN'S CLUB**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRANKENMUTH, that:

The attached five year lease agreement with the Frankenmuth Women's Club for certain Memorial Park Facilities is hereby approved.

Action _____

Date _____

MARY ANNE ACKERMAN, MAYOR

PHILLIP W. KERNS, CLERK

**FRANKENMUTH WOMEN'S CLUB
MEMORIAL PARK FACILITIES LEASE AGREEMENT**

This agreement, made this **5th day of April, 2022**, by and between the CITY OF FRANKENMUTH, a Michigan municipal corporation, hereinafter called "Lessor", and FRANKENMUTH WOMEN'S CLUB, a non-profit corporation (501c4), hereinafter called "Lessee".

Whereas, Lessee initiated the fundraising and construction of the band shell and concession stand in Memorial Park; and

Whereas, Lessee provides the Frankenmuth community with free entertainment through their Concerts in the Park on Sunday evenings during the summer season;

Now, therefore, Lessor agrees to lease unto Lessee the following described premises under the terms described below:

1. **PREMISES:** Lessor leases to Lessee two buildings and adjacent park land located on the premises known as Memorial Park, located at 235 Park Drive, Frankenmuth, MI, 48734. The buildings are known as the Palmer Schau Platz (Band Shell) and the Concession Stand/Restroom building. This agreement does not include the restrooms inside the concession stand building.
2. **TERM OF LEASE:** The lease shall be for up to twelve (12) Sunday evenings during the months of June, July and August and July 4th of each year from June 2022 through August 2027. Lessor retains the right to use or lease these facilities (excluding the concession stand) and other portions of Memorial Park to other groups during times they are not used by Lessee. At such other events, Lessee may be granted permission to operate the concession stand during other events in the park, if so agreed upon by the event organizers and Director of Parks & Recreation.
3. **PURPOSE:** The band shell facility (Palmer Schau Platz) shall be used as a site for hosting musical and other entertainment events for the public to enjoy free of charge. The concession stand shall be used for selling food and refreshments to the public during the above mentioned concerts.
4. **RENT:** Lessee agrees to pay Lessor a onetime fee of One and 00/100 Dollars (\$1.00) as rent for use of the facility.
5. **OTHER EXPENSES:** Lessor will perform all necessary regular day-to-day maintenance to the park facilities including, but not limited to, lawn care, landscaping, trees, driveways & parking lots, and buildings. Lessor will pay utility costs for the two buildings.

Lessee is responsible for all costs associated with the concerts or concession sales including, but not limited to, the cost of entertainers, sound contractors, additional portable toilets, and any other applicable costs.

Lessee will also contribute a minimum of Three Thousand dollars (\$3,000) on an annual basis to the long-term maintenance fund for the facilities (managed by the Frankenmuth Community Foundation) to provide continued growth of the fund for maintenance of the facilities.

6. **PRIVATE PROPERTY:** The contents & equipment inside the concession stand shall remain the property of Lessee. Lessee is permitted to store property inside the concession stand throughout the year. Any upgrade or replacement of equipment **or improvements** to the concession stand is the responsibility of Lessee, ~~and should not be funded by the maintenance fund for the facility, held by the Community Foundation.~~

7. **GENERAL INSURANCE PROTECTION:** Lessee agrees to provide evidence satisfactory to Lessor of adequate public liability insurance coverage protecting both Lessee and Lessor against any third person for bodily injury or property damage. Said insurance protection must cover each occurrence during the entire term of this lease including activities associated with the concerts in the band shell and the food preparation and sale in the concession stand. Minimum requirements for said insurance are listed in Addendum A, which is a part of this lease.

8. **NON ASSUMPTION OF RESPONSIBILITY:** Lessor assumes no responsibility whatsoever for any property placed upon its premises or within the said buildings thereon, and Lessor is hereby expressly released and discharged from any and all liability for any loss, injury or damage to persons or property that may be sustained by reason of the use or occupancy of said premises under the terms of this lease.

9. **LAW OBSERVANCE:** Lessee agrees that during the term of this lease its members shall abide by, conform to and comply with all of the laws of the United States and the State of Michigan, and all the ordinances of the City of Frankenmuth and the rules and regulations of Lessor for the government and management of these premises, together with all the rules and requirements of the police and fire departments of the City of Frankenmuth, and will not do, nor suffer to be done, anything on these premises during the term of this lease in violation of any such rules, laws, or ordinances; and if the attention of Lessee is called to a violation on the part of Lessee, or any person employed by or admitted to said premises by Lessee, that Lessee will immediately desist from and correct such violations. Lessee also acknowledges that placing directional signs in the City without a permit is a violation of City ordinance.

10. **ALCOHOLIC BEVERAGES:** The sale and/or distribution of alcoholic beverages is prohibited before, after and during any event on the leased premises.

11. **PARKING:** It is the responsibility of the lessee to provide a reasonable number of handicapped parking spaces, using the Region 5 Great Lakes ADA Center information. The lessee shall also provide limited traffic direction to ensure public safety access.

12. **SECURITY:** Lessee shall, at its own expense, provide adequate security of the site during the term of this lease.

13. **CLOSING TIME:** All concert activities shall cease by 9:30 p.m. and the premises shall be vacated by the public by 10:30 p.m. each concert day.

14. USE OF PREMISES:

- (A) Lessee shall be entitled to full use of the premises on concert days. Set-up and take-down are limited to the day of the concert. Lessee shall also have access to the concession stand on non-event days for deliveries and/or cleaning. All uses shall be in accordance with applicable building, fire, electrical, zoning and other general codes.
- (B) It is understood by Lessee that any permanent changes or additions, or any permanent physical alterations or additions to the park facilities, buildings, trees or grounds must receive prior written approval from the Frankenmuth Parks and Recreation Commission. Any said changes, additions or alterations must be presented to the Commission at least two (2) months in advance.
- (C) Lessee is not permitted to install fencing on the premises or to charge admission to the events.

15. SANITATION: It shall be Lessee's responsibility to clean the grounds and any buildings used after each event. This includes the concession stand and dressing rooms. Lessor will clean and maintain the restrooms attached to the concession stand for public use throughout the summer season. Lessee is required to provide an appropriate number of additional portable restrooms for the number of people in attendance. **If the restrooms at the concession stand building are open, they shall be for public use.**

16. RESERVATION OF LESSOR'S RIGHTS: In renting said premises to Lessee, Lessor does not relinquish the rights to control the management thereof or to enforce all necessary and proper rules applicable to the preservation of the site or policies of the Frankenmuth Parks and Recreation Commission. Accordingly, Lessor herewith reserves the right to enter, inspect and make repairs wherever necessary. Lessor likewise reserves the right, through the City Chief of Police, to eject any objectionable person or persons from said premises who violate any ordinance of the City of Frankenmuth or statutes of the State of Michigan, and upon the exercise of this authority Lessee, through its managers or agents, hereby waives any right and all claims for damages against the City of Frankenmuth or any of its agents properly acting hereunder.

17. POWER TO TERMINATE: In case Lessee violates or fails to comply with any of the terms, rules, or regulations set forth herein, the City Manager, Parks and Recreation Director or Chief of Police shall be empowered to discontinue the performance or event until such time as satisfactory compliance is again assured. If the free concerts are no longer offered, Lessee will forfeit the terms of this agreement and will give up all rights to use these facilities.

18. ASSIGNMENT: This lease is not assignable nor may Lessee sublet the premises or any part thereof without written permission from Lessor. Lessee may not acquire or employ vendors to sell food, drinks, and/or souvenirs on the premises, without prior specific permission from the Director of Parks & Recreation or his/her designee. Lessee has exclusive rights to use the concession stand, and Lessor hereby agrees to not allow any other groups to use the concession stand, without the Lessee's permission.

19. RENEWAL CLAUSE: If Lessee desires to renew the lease upon the premises herein described, Lessee shall give written notice of its desire to renew the lease at least six (6) months prior to the termination of this lease, at which time the parties may consider the terms and conditions of such renewal.

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

**LESSOR:
CITY OF FRANKENMUTH**

**LESSEE:
FRANKENMUTH WOMEN'S CLUB**

**By: _____
MARY ANNE ACKERMAN, MAYOR**

**By: _____
KENDRA PRENZLER, PRESIDENT**

**By: _____
PHILLIP W. KERNS, CITY CLERK**

**By: _____
_____, VICE PRESIDENT**

ADDENDUM A

MINIMUM INSURANCE REQUIREMENTS

General Limit Per Event.....	\$1,000,000
(Other Than Products-Completed Operations)	
Products-Completed Operations Limit.....	\$1,000,000
Personal and Advertising Injury Limit.....	\$1,000,000
Each Occurrence Limit.....	\$1,000,000
Fire Damage Limit - Any One Fire.....	\$ 100,000

Coverage's shall include:

- 1. Comprehensive Form**
- 2. Premises – Operations**
- 3. Products - Completed Operations Hazard**
- 4. Independent Contractors**

Policies must cover both Lessee and Lessor for bodily injury or property damage for each occurrence during the entire term of this lease, including all set-up and clean-up periods. Policies must be in the name of Lessee, and the City of Frankenmuth must be named as an Additional Insured.

The policies must be written by a reputable company authorized to write such insurance in the State of Michigan. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than B++.

Policies shall provide thirty (30) days written notice be given to the City of Frankenmuth before a policy is cancelled, materially changed, or not renewed. A copy of the required Certificate of Insurance must be filed with the Parks & Recreation Department thirty (30) days prior to the start of each year's events.



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Resolution

AGENDA SECTION: New Business

SUBJECT: A resolution authorizing the transfer of property with the Bavarian Inn Lodge

SUGGESTED ACTION:

ATTACHMENTS:

[cec_lot_property_swap.docx](#)
[230115_TOPO_02-01-23.pdf](#)
[230115LS-SWAP.pdf](#)

RESOLUTION NO. 2023-__

**A RESOLUTION APPROVING THE EXCHANGE OF LAND
ON WEISS STREET BETWEEN THE CITY OF FRANKENMUTH AND BAVARIAN
INN LODGE**

WHEREAS, the City of Frankenmuth (City) and the Bavarian Inn Lodge have agreed to exchange property of like acreage located on the east side of Weiss Street, north of Heritage Park; and

WHEREAS, the Bavarian Inn Lodge acquired the former CEC parking lot in March of 2020; and

WHEREAS, the City owns 3.44 acres directly south of the acquired CEC parking lot; and

WHEREAS, the City has long desired permanent parking adjacent to Heritage Park and Harvey Kern Pavilion to facilitate community and special events and the Bavarian Inn Lodge recognizes the benefit of permanent parking directly adjacent to Heritage Park and the Harvey Kern Pavilion; and

WHEREAS, a survey recently prepared by CCC has identified the new City owned parcel to be 3.44 acres, described and transferred as follows:

Part of the South 30 Acres of Government Lot 2 of Fractional Section 26, Town 11 North, Range 6 East, Frankenmuth Township, Saginaw County, State of Michigan described as: Commencing at the Southwest corner of said Section 26; thence along the West line of said Section, N. 00°46'30"W., 340.00 feet to the South line of a survey by Spicer Engineering Company Job #a-5422; thence along said South line, N.89°42'00"E., 441.18 feet; thence parallel with the West Section line, S.00°46'30"E., 340.00 feet; thence parallel with the South line of said Spicer Survey, S. 89°42'00"W., 441.18 feet to the Point of Beginning and containing 3.443 Acres. Subject to the rights of the public for highway purposes along Weiss Road. Subject to all easements, restrictions and rights of ways of record.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRANKENMUTH,
that:

The request from Bavarian Inn Lodge to exchange property known as 14-11-6-26-3003-002 and described as follows:

S 200 FT OF N 782 FT OF W 750 FT OF S 30 ACRES OF GOVT LOT 2 3.44 ACRES SEC 26
T11N R6E

With the above referenced new parcel is hereby approved with the conditions that easements shall be granted to the City and other utility companies for all currently existing utilities and for shared mutual access, if such easements are required.

Action _____

Date _____

MARY ANNE ACKERMAN, MAYOR

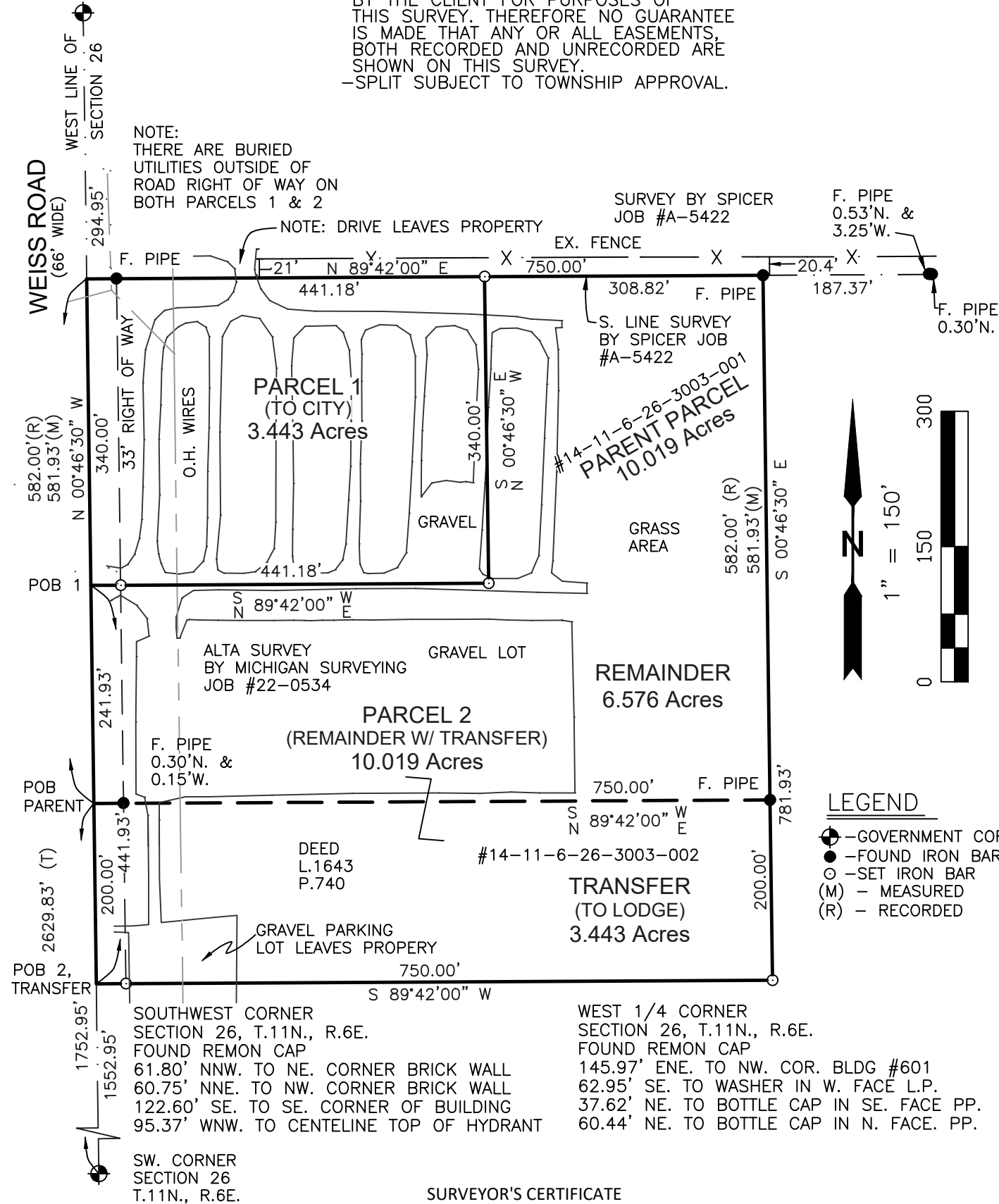
PHILLIP W. KERNS, CLERK

CERTIFICATE OF SURVEY

PART OF THE SOUTH 30 ACRES OF GOVERNMENT LOT 2 OF FRACTIONAL SECTION 26, TOWN 11 NORTH, RANGE 6 EAST, FRANKENMUTH TOWNSHIP, SAGINAW COUNTY, STATE OF MICHIGAN.

W. 1/4 COR.
SECTION 26
T.11N., R.6E.

NOTES:
-BEARINGS IN RELATION TO DESCRIPTION
OF RECORD
-NO TITLE WORK HAS BEEN SUPPLIED
BY THE CLIENT FOR PURPOSES OF
THIS SURVEY. THEREFORE NO GUARANTEE
IS MADE THAT ANY OR ALL EASEMENTS,
BOTH RECORDED AND UNRECORDED ARE
SHOWN ON THIS SURVEY.
-SPLIT SUBJECT TO TOWNSHIP APPROVAL.



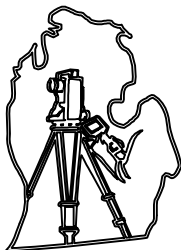
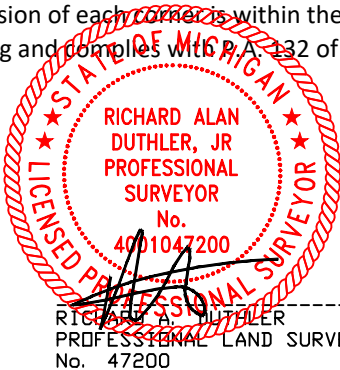
SURVEYOR'S CERTIFICATE

I hereby certify that I have surveyed and mapped the land above platted and/or described on January 23, 2023 and that the relative positional precision of each corner is within the limits accepted by the practice of professional surveying and complies with M.P.A. 132 of 1970 as amended.

R.A. DUTHLER
LAND SURVEYOR LLC

PH. (810) 724-6532
LANDSURVEYOR@47200.ORG
158 EAST THIRD STREET
IMLAY CITY, MI. 48444

PREPARED FOR:
MATTEO ENGINEERING AND CONSULTING, LLC
FEBRUARY 1, 2023
JOB# 230115LS-SWAP



DUTHLERLANDSURVEYOR.COM
SHEET 1 OF 2

CERTIFICATE OF SURVEY

LEGAL DESCRIPTION: PARENT PARCEL (EXISTING #14-11-6-26-3003-001)

Part of the South 30 Acres of Government Lot 2 of Fractional Section 26, Town 11 North, Range 6 East, Frankenmuth Township, Saginaw County, State of Michigan described as: Commencing at the Southwest corner of said Section 26; thence along the West line of said Section, N.00°46'30"W., 1752.95 feet to the Point of Beginning; thence continuing along said West line, N.00°46'30"W., 581.93 feet (582.00 feet record) to the South line of a survey by Spicer Engineering Company Job #A-5422; thence along said South line, N.89°42'00"E., 750.00 feet; thence parallel with the West section line, S.00°46'30"E., 581.93 feet (582.00 feet record); thence parallel with the South line of said Spicer Survey, S.89°42'00"W., 750.00 feet to the Point of Beginning and containing 10.019 Acres.

Subject to the rights of the public for highway purposes along Weiss Road. Subject to all easements, restrictions, and right of ways of record.

LEGAL DESCRIPTION: PARCEL 1 (TO BE SPLIT FROM #14-11-6-26-3003-001)

Part of the South 30 Acres of Government Lot 2 of Fractional Section 26, Town 11 North, Range 6 East, Frankenmuth Township, Saginaw County, State of Michigan described as: Commencing at the Southwest corner of said Section 26; thence along the West line of said Section, N.00°46'30"W., 1994.88 feet to the Point of Beginning; thence continuing along said West line, N.00°46'30"W., 340.00 feet to the South line of a survey by Spicer Engineering Company Job #A-5422; thence along said South line, N.89°42'00"E., 441.18 feet; thence parallel with the West Section line, S.00°46'30"E., 340.00 feet; thence parallel with the South line of said Spicer Survey, S.89°42'00"W., 441.18 feet to the Point of Beginning and containing 3.443 Acres.

Subject to the rights of the public for highway purposes along Weiss Road. Subject to all easements, restrictions, and right of ways of record.

LEGAL DESCRIPTION: REMAINDER PARCEL (RESULTING #14-11-6-26-3003-001 AFTER PARCEL 1 SPLIT)

Part of the South 30 Acres of Government Lot 2 of Fractional Section 26, Town 11 North, Range 6 East, Frankenmuth Township, Saginaw County, State of Michigan described as: Commencing at the Southwest corner of said Section 26; thence along the West line of said Section, N.00°46'30"W., 1752.95 feet to the Point of Beginning; thence continuing along said West line, N.00°46'30"W., 241.93 feet; thence N.89°42'00"E., 441.18 feet; thence parallel with the West Section line, N.00°46'30"W., 340.00 feet to the South line of a survey by Spicer Engineering Company Job #A-5422; thence along the South line, N.89°42'00"E., 308.82 feet; thence parallel with the West line of said Section, S.00°46'30"E., 581.93 feet (582.00 feet record); thence parallel with the South line of said Spicer Survey S.89°42'00"W., 750.00 feet to the Point of Beginning and containing 6.576 Acres.

Subject to the rights of the public for highway purposes along Weiss Road. Subject to all easements, restrictions, and right of ways of record.

LEGAL DESCRIPTION: TRANSFER PARCEL (EXISTING #14-11-6-26-3003-002) (TO BE TRANSFERRED TO #14-11-6-26-3003-001)

Part of the South 30 Acres of Government Lot 2 of Fractional Section 26, Town 11 North, Range 6 East, Frankenmuth Township, Saginaw County, State of Michigan described as: Commencing at the Southwest corner of said Section 26; thence along the West line of said Section, N.00°46'30"W., 1552.95 feet to the Point of Beginning; thence continuing along said West line, N.00°46'30"W., 200.00 feet; thence N.89°42'00"E., 750.00 feet; thence parallel with the West Section line, S.00°46'30"E., 200.00 feet; thence S.89°42'00"W., 750.00 feet to the Point of Beginning and containing 3.443 acres.

Subject to the rights of the public for highway purposes along Weiss Road. Subject to all easements, restrictions, and right of ways of record.

LEGAL DESCRIPTION: PARCEL 2 (REMAINDER COMBINED WITH TRANSFER)

Part of the South 30 Acres of Government Lot 2 of Fractional Section 26, Town 11 North, Range 6 East, Frankenmuth Township, Saginaw County, State of Michigan described as: Commencing at the Southwest corner of said Section 26; thence along the West line of said Section, N.00°46'30"W., 1552.95 feet to the Point of Beginning; thence continuing along said West line, N.00°46'30"W., 441.93 feet; thence N.89°42'00"E., 441.18 feet; thence parallel with the West Section line, N.00°46'30"W., 340.00 feet to the South line of a survey by Spicer Engineering Company Job #A-5422; thence along said South line, N.89°42'00"E., 308.82 feet; thence parallel with the West line of said Section, S.00°46'30"E., 781.93 feet; thence parallel with the South line of said Spicer Survey S.89°42'00"W., 750.00 feet to the Point of Beginning and containing 10.019 Acres.

Subject to the rights of the public for highway purposes along Weiss Road. Subject to all easements, restrictions, and right of ways of record.

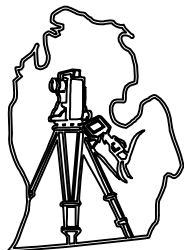
R.A. DUTHLER
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LANDSURVEYOR@47200.ORG
158 EAST THIRD STREET
IMLAY CITY, MI. 48444

PREPARED FOR:
MATTEO ENGINEERING AND CONSULTING, LLC
FEBRUARY 1, 2023
JOB# 230115LS-SWAP



RICHARD A. DUTHLER
PROFESSIONAL LAND SURVEYOR
No. 47200



DUTHLERLANDSURVEYOR.COM
SHEET 2 OF 2



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Audited Bills

AGENDA SECTION: Audited Bills

SUBJECT: Audited bills for the month of January

SUGGESTED ACTION:

ATTACHMENTS:

[Audited Bills - January.pdf](#)

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-084.300	KROGER CO OF MICHIGAN-DIV 018	SUPPLIES	1.3.23	01/12/23	277.03
101-000.000-085.000	KROGER CO OF MICHIGAN-DIV 018	SUPPLIES	1.3.23	01/12/23	47.16
101-000.000-106.000	DETROIT SALT COMPANY	SALT	SI23-18078	01/12/23	3,281.84
101-000.000-275.000	DA VINCI'S	OVERPAYMENT ON NOV. STALING INVOICE	01/12/2023	01/12/23	13.50
Total For Dept 000.000					3,619.53
Dept 215.000 OFFICE					
101-215.000-719.000	MESSA	MONTHLY PREMIUM	2302-0108481	01/26/23	2,982.28
101-215.000-747.000	AMERICAN UNITED LIFE INSURANCE CO.	MONTHLY PREMIUM	1.1.23	01/12/23	434.08
101-215.000-751.000	MAIL ROOM SERVICE CENTER INC	POSTAGE	12220588	01/26/23	164.68
101-215.000-754.000	DBI	PAPER- ROLLS	280272	01/12/23	60.50
101-215.000-754.000	STAPLES	OFFICE SUPPLIES	Multiple	01/12/23	265.51
101-215.000-754.000	STAPLES	OFFICE SUPPLIES	3527585707	01/26/23	27.92
101-215.000-826.000	SIMEN, FIGURA & PARKER P.L.C.	PROFESSIONAL SERVICES	210845	01/26/23	297.00
101-215.000-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	120.34
101-215.000-901.000	FRANKENMUTH NEWS	LEGALS	18930	01/12/23	56.90
101-215.000-915.000	FRANKENMUTH CREDIT UNION	CREDIT CARD CHARGES	12.31.22	01/12/23	707.00
101-215.000-915.000	MICH ASSOC OF MUNICIPAL CLERKS	MEMBERSHIP RENEWAL	1.12.22	01/12/23	75.00
101-215.000-915.000	SAGINAW CO AREA CLERKS ASSOC	MEMBERSHIP DUES	1.4.23	01/12/23	20.00
101-215.000-931.100	FRANKENMUTH CREDIT UNION	CREDIT CARD CHARGES	12.31.22	01/12/23	69.98
101-215.000-931.100	JOLETEC, INC.	TECHNOLOGY SERVICES	134303, 134348	01/26/23	1,577.50
101-215.000-931.100	POINT & PAY	MONTHLY SET UP FEE - DECEMBER	1.20.23	01/26/23	50.00
101-215.000-939.000	RICOH USA, INC.	COPIES	5066455929	01/12/23	182.03
101-215.000-955.000	FRANKENMUTH CREDIT UNION	CREDIT CARD CHARGES	12.31.22	01/12/23	17.50
Total For Dept 215.000 OFFICE					7,108.22
Dept 216.000 INSURANCE					
101-216.000-935.000	MICHIGAN MUNICIPAL LEAGUE	POOL RENEWAL PREMIUM	8419206	01/12/23	87,562.00
Total For Dept 216.000 INSURANCE					87,562.00
Dept 223.000 AUDIT					
101-223.000-945.000	WATKINS ROSS & CO	PREPARE EXPENSE REPORT - RETIREE MEDICAL PL90465		01/12/23	4,000.00
Total For Dept 223.000 AUDIT					4,000.00
Dept 257.000 ASSESSING					
101-257.000-751.100	KCI	POSTAGE - ASSESSMENT NOTICES	224233	01/26/23	1,109.29
101-257.000-945.000	SIMEN, FIGURA & PARKER P.L.C.	PROFESSIONAL SERVICES	210845	01/26/23	443.43
101-257.000-945.257	LEGACY ASSESSING SERVICES INC	JANUARY ASSESSING SERVICES/ PERSONAL PROPER	1.3.23	01/26/23	3,630.23
Total For Dept 257.000 ASSESSING					5,182.95
Dept 262.000 ELECTION					
101-262.000-931.000	ELECTION SOURCE	ANNUAL MAINT CONTRACT	22-8449	01/12/23	1,365.00
Total For Dept 262.000 ELECTION					1,365.00
Dept 265.000 CITY HALL					
101-265.000-775.000	GILL-ROY'S COMPLETE HARDWARE	SUPPLIES	12.31.22	01/12/23	22.93
101-265.000-775.000	NORTHERN SAFETY CO INC	MOP HEADS BANDAGES	905141225	01/12/23	11.50
101-265.000-775.000	STANDARD ELECTRIC COMPANY	ELECTRICAL SUPPLIES	1.3.23	01/12/23	100.35
101-265.000-775.000	AMAZON CAPITAL SERVICES	CHAIRMAT	Multiple	01/26/23	150.78
101-265.000-775.000	J & B MEDICAL SUPPLY INC	AED PADS	9057190	01/26/23	302.80
101-265.000-775.000	NORTHERN SAFETY CO INC	WET MOP HANDLE	905188660	01/26/23	18.22
101-265.000-920.000	CITY OF FRANKENMUTH	WATER/SEWER/REFUSE	12.28.22	01/12/23	269.54
101-265.000-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	2,870.21
101-265.000-945.000	GOYETTE MECHANICAL COMPANY INC	REPAIRS - 1ST FLOOR MAIN DESK	910138707	01/26/23	1,207.11

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF FRANKENMUTH
EXP CHECK RUN DATES 01/01/2023 - 01/31/2023
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

Page: 2/10

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Fund 101 GENERAL FUND Dept 265.000 CITY HALL 101-265.000-945.000	ROSE PEST SOLUTIONS	PEST CONTROL	80552003	01/26/23	85.00
Total For Dept 265.000 CITY HALL					5,038.33
Dept 267.000 CITY PROPERTY					
101-267.000-775.000	AMAZON CAPITAL SERVICES	TOOL KIT	14TQ-7CQK-9XQC	01/12/23	109.00
101-267.000-775.000	GRAINGER	SUPPLIES	9552828452	01/12/23	56.32
101-267.000-775.000	KROGER CO OF MICHIGAN-DIV 018	SUPPLIES	1.3.23	01/12/23	1.29
101-267.000-775.000	STANDARD ELECTRIC COMPANY	ELECTRICAL SUPPLIES	1.3.23	01/12/23	69.60
101-267.000-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	150.19
101-267.000-920.000	CITY OF FRANKENMUTH	WATER/SEWER/REFUSE	12.28.22	01/12/23	189.43
101-267.000-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	1,812.20
101-267.000-945.000	DAVISON OVERHEAD DOOR CO.	REPAIRS	52842	01/26/23	1,116.37
Total For Dept 267.000 CITY PROPERTY					3,504.40
Dept 267.100 CITY PROPERTY - PLT 3					
101-267.100-775.000	GILL-ROY'S COMPLETE HARDWARE	SUPPLIES	12.31.22	01/12/23	3.58
101-267.100-920.000	CONSUMERS ENERGY	UTILITIES	12.27.2022	01/12/23	1,112.69
101-267.100-920.000	CITY OF FRANKENMUTH	WATER/SEWER/REFUSE	12.28.22	01/12/23	38.41
Total For Dept 267.100 CITY PROPERTY - PLT 3					1,154.68
Dept 267.200 KINGSBROOK SUB					
101-267.200-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	40.58
Total For Dept 267.200 KINGSBROOK SUB					40.58
Dept 268.000 CITY-TOWNSHIP					
101-268.000-751.000	MAIL ROOM SERVICE CENTER INC	POSTAGE	12220588	01/26/23	20.15
101-268.000-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	40.11
101-268.000-850.100	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	35.10
101-268.000-945.000	JOLETEC, INC.	TECHNOLOGY SERVICES	134303, 134348	01/26/23	95.00
Total For Dept 268.000 CITY-TOWNSHIP					190.36
Dept 301.000 POLICE					
101-301.000-719.000	MESSA	MONTHLY PREMIUM	2302-0108481	01/26/23	5,232.48
101-301.000-724.100	RANDY FLATHAU	BLUE CROSS PREMIUM	1.1.23	01/12/23	426.09
101-301.000-747.000	AMERICAN UNITED LIFE INSURANCE CO.	MONTHLY PREMIUM	1.1.23	01/12/23	802.64
101-301.000-752.000	GRAINGER	SUPPLIES	9552828452	01/12/23	12.36
101-301.000-752.000	STAPLES	OFFICE SUPPLIES	Multiple	01/12/23	61.16
101-301.000-752.000	AMAZON CAPITAL SERVICES	USB HUB, CABLE	1LRC-H3KF-FF91	01/26/23	26.47
101-301.000-752.000	MAIL ROOM SERVICE CENTER INC	POSTAGE	12220588	01/26/23	20.17
101-301.000-757.000	AMAZON CAPITAL SERVICES	LIGHT BAR	17PD-9763-4HPF	01/12/23	539.96
101-301.000-757.000	AMAZON CAPITAL SERVICES	GUN SIGHT, RIFLE CASES	1KKX-9J7W-7J6H	01/26/23	421.08
101-301.000-757.000	CATI ARMOR LLC	ACTIVE SHOOTER KIT, MOPC PACKAGE	E484A221-0001	01/26/23	605.68
101-301.000-757.000	MICHIGAN POLICE EQUIPMENT CO	STREAMLIGHT	16657	01/26/23	482.00
101-301.000-757.100	GALLS, LLC	BELTS	022980105	01/12/23	182.44
101-301.000-757.100	QUALITY SEWING & ALTERATIONS	ALTERATIONS	600	01/12/23	1,086.15
101-301.000-757.100	FRONT LINE SERVICES INC	COMM BARS, PINS	37714	01/26/23	1,229.75
101-301.000-757.100	GALLS, LLC	BELT, SHIRT	Multiple	01/26/23	556.66
101-301.000-757.800	GALLS, LLC	PANTS	Multiple	01/12/23	230.14
101-301.000-757.800	GRASEL GRAPHICS INC	WINTER HATS	G74040	01/12/23	620.00
101-301.000-757.800	JANS PROFESSIONAL CLEANERS	DRY CLEANING	22349-819	01/12/23	18.98
101-301.000-757.800	AMAZON CAPITAL SERVICES	GUN HOLSTER BELT	1QGT-QVHR-J11Y	01/26/23	703.08
101-301.000-759.000	BLUE WATER FUEL MANAGEMENT	FUEL	7942, 7943	01/12/23	2,171.63
101-301.000-775.000	AMAZON CAPITAL SERVICES	ADAPTER, MONITOR	1HK9-3RPY-DQRF	01/12/23	140.07
101-301.000-775.000	STROBES N MORE	ION SUPER LED	273158	01/12/23	408.112

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF FRANKENMUTH
EXP CHECK RUN DATES 01/01/2023 - 01/31/2023
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

Page: 3/10

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Fund 101 GENERAL FUND					
Dept 301.000 POLICE					
101-301.000-775.000	AMAZON CAPITAL SERVICES	SURFACE GO CASE	Multiple	01/26/23	234.23
101-301.000-775.000	AXON ENTERPRISE, INC.	BATTERY BACKS, CARTRIDGES	126877	01/26/23	1,059.66
101-301.000-775.000	GRAINGER	BATTERIES	9568494075	01/26/23	62.85
101-301.000-775.000	PRO COMM INC	UPGRADES TO TAHOE	44699	01/26/23	295.00
101-301.000-814.000	FRANKENMUTH CREDIT UNION	CREDIT CARD CHARGES	12.31.22	01/12/23	45.00
101-301.000-814.000	JOLETEC, INC.	TECHNOLOGY SERVICES	134303, 134348	01/26/23	833.25
101-301.000-826.000	GILBERT & SMITH, P.C.	TRAFFIC MATTERS	16	01/26/23	104.50
101-301.000-826.000	SAGINAW COUNTY SHERIFF'S OFFICE	ARRAIGNMENT SERVICES - DEC	5319	01/26/23	35.70
101-301.000-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	105.30
101-301.000-864.000	FRANKENMUTH CREDIT UNION	CREDIT CARD CHARGES	12.31.22	01/12/23	65.00
101-301.000-864.200	FRANKENMUTH CREDIT UNION	CREDIT CARD CHARGES	12.31.22	01/12/23	149.00
101-301.000-911.200	MIKE YOUNG -GMC	REPAIRS	22178, 21934	01/12/23	210.00
101-301.000-911.400	FRANKENMUTH CAR CARE INC	CAR WASH	12.31.22	01/12/23	135.00
101-301.000-911.400	REINERT & BENDER AUTO REPAIR I	REPAIRS	12.14.22	01/12/23	253.39
101-301.000-911.400	CONLEE OIL CO	CAR WASH	237241	01/26/23	72.00
101-301.000-915.000	SMEMSIC	MEMBERSHIP RENEWAL	10277	01/26/23	75.00
101-301.000-981.100	PRO COMM INC	TAHOE UPGRADES	44583	01/26/23	14,999.78
Total For Dept 301.000 POLICE					34,712.56
Dept 428.000 DIKE					
101-428.000-945.000	MATTEO ENGINEER & CONSULT LLC	STORMWATER PUMP STATION	Multiple	01/10/23	5,000.00
Total For Dept 428.000 DIKE					5,000.00
Dept 441.000 SUPERVISION DPW					
101-441.000-754.000	STAPLES	OFFICE SUPPLIES	3526030865	01/12/23	2.89
101-441.000-915.000	KENTON SCHERZER	CDL RENEWAL FEE	1.3.23	01/12/23	30.00
101-441.000-931.000	SOLUTIONS OF SW MICHIGAN LLC	SERVICE AGREEMENT	2174	01/26/23	50.81
101-441.000-945.000	MATTEO ENGINEER & CONSULT LLC	BAV INN LODGE - STORM WATER REVIEW	Multiple	01/10/23	12,824.00
Total For Dept 441.000 SUPERVISION DPW					12,907.70
Dept 448.000 STREET LIGHTING					
101-448.000-920.000	CONSUMERS ENERGY	UTILITIES	12.31.2022	01/12/23	5,464.78
101-448.000-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	1,414.90
Total For Dept 448.000 STREET LIGHTING					6,879.68
Dept 499.000 MISCELLANEOUS					
101-499.000-719.000	MESSA	MONTHLY PREMIUM	2302-0108481	01/26/23	5,576.02
101-499.000-747.000	AMERICAN UNITED LIFE INSURANCE CO.	MONTHLY PREMIUM	1.1.23	01/12/23	496.34
101-499.000-752.000	STAPLES	OFFICE SUPPLIES	3526030865	01/12/23	14.39
101-499.000-757.000	AMAZON CAPITAL SERVICES	GLOVES	1QRT-NJ3D-7HPQ	01/12/23	90.00
101-499.000-757.000	RANDY BRAEUTIGAM	UNIFORM REIMBURSEMENT	1.4.23	01/12/23	45.02
101-499.000-775.000	AMAZON CAPITAL SERVICES	BINDERS, SHEET PROTECTORS	16PM-C7NP-GM6Q	01/26/23	81.18
101-499.000-792.000	MISS DIG SYSTEM, INC.	ANNUAL MAINT FEE	20230155	01/12/23	2,003.17
101-499.000-835.000	FRANKENMUTH MEDICAL ASSOCIATES	DOT PHYSICAL - BURKITT, ROBINSON	8857C10871	01/12/23	150.00
101-499.000-835.000	COVENANT MEDICAL CENTER	PHYSICAL, DRUG SCREE, DOT PHYSICAL - AUERNH	257773	01/26/23	110.00
101-499.000-911.100	VERSALIFT MIDWEST LLC	BUCKET TRUCK OPERATOR CLASS	60049	01/12/23	1,570.00
101-499.000-911.100	MICHIGAN RURAL WATER ASSOCIATI	FORKLIFT TRAINING	2020-06043	01/26/23	75.09
Total For Dept 499.000 MISCELLANEOUS					10,211.21
Dept 807.000 COMMUNITY PROMOTION					
101-807.000-880.050	SCOTT'S TREE SERVICE LLC	3RD INSTALLMENT AND STORM DAMAGE	0482	01/10/23	14,688.25
101-807.000-880.050	FRANKENMUTH CREDIT UNION	CREDIT CARD CHARGES	12.31.22	01/12/23	39.20
101-807.000-880.050	PREMIER PROMOTIONS	MAILER	4880	01/12/23	3,287.75
101-807.000-880.050	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	46.11

02/03/2023 01:50 PM

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF FRANKENMUTH
 EXP CHECK RUN DATES 01/01/2023 - 01/31/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

Page: 4/10

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Fund 101 GENERAL FUND					
Dept 807.000 COMMUNITY PROMOTION					
101-807.000-880.050	MAIL ROOM SERVICE CENTER INC	POSTAGE	12220588	01/26/23	343.91
Total For Dept 807.000 COMMUNITY PROMOTION					18,404.64
Total For Fund 101 GENERAL FUND					206,881.84
Fund 202 MAJOR STREET FUND					
Dept 465.000 STORM SEWER					
202-465.000-945.000	SPICER GROUP INC	E TUSCOLA PAVEMENT IMPROVEMENTS	219046	01/26/23	595.75
Total For Dept 465.000 STORM SEWER					595.75
Total For Fund 202 MAJOR STREET FUND					595.75
Fund 203 LOCAL STREET FUND					
Dept 465.000 STORM SEWER					
203-465.000-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	188.23
203-465.000-945.000	TETRA TECH INC	SCADA SERVICES	51896758	01/12/23	560.00
Total For Dept 465.000 STORM SEWER					748.23
Total For Fund 203 LOCAL STREET FUND					748.23
Fund 208 PARKS & RECREATION FUND					
Dept 000.000					
208-000.000-622.000	KATHERINE KAY	PICKELBALL REFUND	121	01/12/23	70.00
208-000.000-630.000	CATHY KALINOWSKI	MOTHER/SON REFUND	12736	01/26/23	46.00
208-000.000-630.000	MADISON FORD	MOTHER SON REFUND	123	01/26/23	46.00
208-000.000-630.000	TAMMY WENDLING	MOTHER/SON OUTING REFUND	124	01/26/23	23.00
Total For Dept 000.000					185.00
Dept 622.000 PICKLEBALL					
208-622.000-940.000	FRANKENMUTH SCHOOL DISTRICT	PICKLEBALL AND VOLLEYBALL GYM TIME	60123	01/26/23	390.00
Total For Dept 622.000 PICKLEBALL					390.00
Dept 752.000 PARKS & REC ADMINISTRATION					
208-752.000-719.000	MESSA	MONTHLY PREMIUM	2302-0108481	01/26/23	898.45
208-752.000-747.000	AMERICAN UNITED LIFE INSURANCE CO.	MONTHLY PREMIUM	1.1.23	01/12/23	(69.49)
208-752.000-751.000	MAIL ROOM SERVICE CENTER INC	POSTAGE	12220588	01/26/23	2.02
208-752.000-754.000	STAPLES	OFFICE SUPPLIES	3526030865	01/12/23	32.53
208-752.000-835.000	COVENANT MEDICAL CENTER	PHYSICAL, DRUG SCREE, DOT PHYSICAL - AUERNH	257773	01/26/23	110.00
208-752.000-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	30.09
208-752.000-911.100	MICHIGAN RURAL WATER ASSOCIATI	FORKLIFT TRAINING	2020-06043	01/26/23	20.43
208-752.000-945.000	SPICER GROUP INC	ASSET MANAGEMENT STUDY	218509	01/12/23	1,286.50
208-752.000-945.000	SPICER GROUP INC	ASSET MANAGEMENT STUDY	219150	01/26/23	2,004.25
Total For Dept 752.000 PARKS & REC ADMINISTRATION					4,314.78
Dept 756.000 SPLASH PAD					
208-756.000-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	366.85
Total For Dept 756.000 SPLASH PAD					366.85
Dept 758.000 BALL DIAMONDS					
208-758.000-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	118.59
Total For Dept 758.000 BALL DIAMONDS					118.59
Dept 760.000 BAND SHELL					
208-760.000-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	68.57

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Fund 208 PARKS & RECREATION FUND					
Dept 760.000 BAND SHELL		Total For Dept 760.000 BAND SHELL			68.95
Dept 770.035 PARKS - MEMORIAL					
208-770.035-920.300	CITY OF FRANKENMUTH	WATER/SEWER/REFUSE	12.28.22	01/12/23	7.66
208-770.035-925.945	JOHNIE-ON-THE-SPOT	RENT MONTHLY - HANDICAP	91594	01/12/23	150.00
		Total For Dept 770.035 PARKS - MEMORIAL			157.66
Dept 770.036 PARKS - HERITAGE					
208-770.036-775.000	FRANKENMUTH CREDIT UNION	CREDIT CARD CHARGES	12.31.22	01/12/23	234.66
208-770.036-775.000	GILL-ROY'S COMPLETE HARDWARE	SUPPLIES	12.31.22	01/12/23	182.57
208-770.036-775.000	GRAINGER	SUPPLIES	9552828452	01/12/23	178.04
208-770.036-775.000	STANDARD ELECTRIC COMPANY	ELECTRICAL SUPPLIES	1.3.23	01/12/23	41.85
208-770.036-920.200	CITY OF FRANKENMUTH	WATER/SEWER/REFUSE	12.28.22	01/12/23	159.55
208-770.036-920.200	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	150.98
		Total For Dept 770.036 PARKS - HERITAGE			947.65
Dept 770.037 PARKS - OTHER					
208-770.037-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	292.05
		Total For Dept 770.037 PARKS - OTHER			292.05
Dept 770.100 HARVEY KERN PAVILION					
208-770.100-775.000	GRAINGER	PREWIRED RELAY	Multiple	01/12/23	138.29
208-770.100-775.000	STANDARD ELECTRIC COMPANY	ELECTRICAL SUPPLIES	1.3.23	01/12/23	329.09
208-770.100-775.000	AMAZON CAPITAL SERVICES	PORTABLE OUTLET BOX, COVERPLATE	1ND3-GVDF-FKHC	01/26/23	144.36
208-770.100-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	10.03
208-770.100-920.000	CITY OF FRANKENMUTH	WATER/SEWER/REFUSE	12.28.22	01/12/23	171.55
208-770.100-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	1,644.47
208-770.100-945.000	DAVISON OVERHEAD DOOR CO.	REPAIRS	52903	01/12/23	456.00
		Total For Dept 770.100 HARVEY KERN PAVILION			2,893.79
Dept 770.110 KERN PAVILION OFFSEASON USE					
208-770.110-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	342.12
		Total For Dept 770.110 KERN PAVILION OFFSEASON USE			342.12
Dept 770.200 SCOUT BUILDING					
208-770.200-775.000	GRAINGER	SUPPLIES	9552828452	01/12/23	83.90
208-770.200-775.000	STANDARD ELECTRIC COMPANY	ELECTRICAL SUPPLIES	1.3.23	01/12/23	917.83
208-770.200-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	10.03
208-770.200-920.000	CITY OF FRANKENMUTH	WATER/SEWER/REFUSE	12.28.22	01/12/23	75.12
208-770.200-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	595.25
208-770.200-945.000	GOYETTE MECHANICAL COMPANY INC	HEATING REPAIRS	Multiple	01/12/23	1,988.34
		Total For Dept 770.200 SCOUT BUILDING			3,670.47
Dept 774.000 VOLLEYBALL					
208-774.000-940.000	FRANKENMUTH SCHOOL DISTRICT	PICKLEBALL AND VOLLEYBALL GYM TIME	60123	01/26/23	800.00
		Total For Dept 774.000 VOLLEYBALL			800.00
Dept 788.000 MISC PROGRAMS					
208-788.000-752.000	ZEHNDR'S OF FRANKENMUTH	SPLASH VILLAGE TICKETS	047656	01/12/23	2,420.00
208-788.000-752.000	AMAZING ENGRAVING	TROPHIES	12505	01/26/23	38.00
		Total For Dept 788.000 MISC PROGRAMS			2,458.00
		Total For Fund 208 PARKS & RECREATION FUND			17,005.91

INVOICE GL DISTRIBUTION REPORT FOR CITY OF FRANKENMUTH
 EXP CHECK RUN DATES 01/01/2023 - 01/31/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Fund 248 DDA FUND					
Dept 215.000 OFFICE					
248-215.000-719.000	MESSA	MONTHLY PREMIUM	2302-0108481	01/26/23	1,270.62
248-215.000-747.000	AMERICAN UNITED LIFE INSURANCE CO.	MONTHLY PREMIUM	1.1.23	01/12/23	73.01
248-215.000-754.000	STAPLES	OFFICE SUPPLIES	3527585707	01/26/23	2.89
248-215.000-826.000	MCGRAW MORRIS P.C.	PREPARE LAND LEASE AGREEMENTS	9578	01/12/23	1,590.00
248-215.000-826.000	MCGRAW MORRIS P.C.	ATTORNEY SERVICES	9851	01/26/23	180.00
248-215.000-826.000	SIMEN, FIGURA & PARKER P.L.C.	PROFESSIONAL SERVICES	210845	01/26/23	134.07
248-215.000-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	10.03
248-215.000-911.100	FRANKENMUTH CHAMBER OF COMMERCE	MORNING MINGLE	13888	01/12/23	20.00
248-215.000-911.100	MICHIGAN DOWNTOWN ASSOCIATION	PROFESSIONAL DEVELOPMENT CERTIFICATE COHORT	3195	01/26/23	200.00
248-215.000-945.000	SAGINAW COUNTY TREASURER	PROPERTY TAX SEARCH	12.22.22	01/12/23	1,250.00
248-215.000-970.000	SPICER GROUP INC	RENOVATION TO PEDESTRIAN BRIDGE	218436	01/12/23	2,754.00
Total For Dept 215.000 OFFICE					7,484.62
Dept 443.000 DDA MAINTENANCE DPW					
248-443.000-775.000	AMAZON CAPITAL SERVICES	SHIPPING TAGS	1PXJ-MDDK-FDGQ	01/12/23	51.95
248-443.000-775.000	FRANKENMUTH TRUE VALUE	SUPPLIES	1.1.23	01/12/23	35.52
248-443.000-775.000	SITEONE LANDSCAPE SUPPLY, LLC	COUPLER, COUPLING, SUPPLIES	125874412-001	01/12/23	282.11
248-443.000-775.000	AMAZON CAPITAL SERVICES	COMBINATION WRENCH	1RP9-6GJ4-3XDJ	01/26/23	20.12
248-443.000-920.000	CITY OF FRANKENMUTH	WATER/SEWER/REFUSE	12.28.22	01/12/23	77.97
248-443.000-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	4,153.93
248-443.000-945.000	KRISELER WELDING INC	LIGHT BASE REPAIRS	19613	01/12/23	625.00
248-443.000-945.000	TUCOR, INC.	ANNUAL MANAGEMENT FEES	103762	01/12/23	390.00
248-443.000-945.000	WEBER STEEL INC	PARTS, REPAIR LIGHT BASE	12.31.22	01/12/23	568.05
248-443.000-945.000	WAYNE WELLMAN TRUCKING & EXC	YARD WASTE	1.6.23	01/26/23	400.00
248-443.000-970.000	BIERLEIN TROMBLEY ELECTRIC LLC	INSTALL BRIDGE CAMERAS	6320	01/12/23	14,121.92
248-443.000-970.000	CORBIN DESIGN	WAYFINDING AND SIGNAGE PLAN	10122	01/26/23	2,086.25
Total For Dept 443.000 DDA MAINTENANCE DPW					22,812.82
Total For Fund 248 DDA FUND					30,297.44
Fund 249 BUILDING DEPARTMENT FUND					
Dept 000.000					
249-000.000-480.000	PINNACLE ELECTRIC INC	REFUND PORTION OF ELECTRICAL PERMIT - 439 E	12.28.22	01/12/23	217.00
Total For Dept 000.000					217.00
Dept 215.000 OFFICE					
249-215.000-751.000	MAIL ROOM SERVICE CENTER INC	POSTAGE	12220588	01/26/23	19.48
249-215.000-754.000	STAPLES	OFFICE SUPPLIES	3526030865	01/12/23	57.58
249-215.000-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	10.03
Total For Dept 215.000 OFFICE					87.09
Total For Fund 249 BUILDING DEPARTMENT FUND					304.09
Fund 499 LEVEE PROJECT					
Dept 428.200 LEVY PROJECT					
499-428.200-945.000	MATTEO ENGINEER & CONSULT LLC	LEVEE IMPROVEMENTS - CONSTRUCTION PHASE	Multiple	01/10/23	6,660.58
Total For Dept 428.200 LEVY PROJECT					6,660.58
Total For Fund 499 LEVEE PROJECT					6,660.58
Fund 590 WASTEWATER TREATMENT FUND					
Dept 000.000					
590-000.000-140.000	KENNEDY INDUSTRIES INC.	RAS PUMPS	634235	01/12/23	44,800.00
590-000.000-140.000	STANDARD ELECTRIC COMPANY	ELECTRICAL SUPPLIES	1.3.23	01/12/23	5,456

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Fund 590 WASTEWATER TREATMENT FUND					
Dept 000.000					
590-000.000-202.000	PHILBRICK, CHRISTOPHER	UB refund for account: 47534	01/19/2023	01/26/23	94.09
		Total For Dept 000.000			50,350.79
Dept 591.000 TRANSMISSION					
590-591.000-945.000	SCHREINER MECHANICAL INC	LABOR - BOAT DOCK	58084	01/12/23	110.00
		Total For Dept 591.000 TRANSMISSION			110.00
Dept 592.000 PURIFICATION					
590-592.000-752.000	NORTH CENTRAL LAB OF WI INC	LAB SUPPLIES	481007, 481089	01/12/23	1,714.58
590-592.000-753.000	DUBOIS CHEMICALS INC.	CHEMICALS	Multiple	01/12/23	8,480.32
590-592.000-775.000	GILL-ROY'S COMPLETE HARDWARE	SUPPLIES	12.31.22	01/12/23	26.38
590-592.000-776.000	FRANKENMUTH CREDIT UNION	CREDIT CARD CHARGES	12.31.22	01/12/23	125.00
590-592.000-776.000	GRAINGER	SUPPLIES	9552828452	01/12/23	157.38
590-592.000-776.000	AMAZON CAPITAL SERVICES	SOIL PROBE STEEL HANDLE	1PKF-WPT1-9VJQ	01/26/23	32.33
590-592.000-920.000	CONSUMERS ENERGY	UTILITIES	12.27.22	01/12/23	10,372.59
590-592.000-920.000	CITY OF FRANKENMUTH	WATER/SEWER/REFUSE	12.28.22	01/12/23	1,116.69
590-592.000-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	4,475.83
590-592.000-945.000	BIOTECH AGRONOMICS INC.	LOAD TRANSPORT AND LAND APPLICATION OF BIOS	3283	01/12/23	47,221.85
590-592.000-945.000	THERMO ELECTRON NORTH AMER LLC	CLEANED & CALIBRATED GENESYS	9021292988	01/12/23	507.00
		Total For Dept 592.000 PURIFICATION			74,229.95
Dept 593.000 BUILDING & GROUNDS MAINT					
590-593.000-775.000	FRANKENMUTH TRUE VALUE	SUPPLIES	1.1.23	01/12/23	43.00
590-593.000-775.000	AMAZON CAPITAL SERVICES	CUTTING OIL	1467-44DQ-7HXF	01/26/23	30.63
		Total For Dept 593.000 BUILDING & GROUNDS MAINT			73.63
Dept 594.000 ADMINISTRATION					
590-594.000-719.000	MESSA	MONTHLY PREMIUM	2302-0108481	01/26/23	1,397.85
590-594.000-724.100	JEFFREY S HERVERT	BLUE CROSS PREMIUM	1.1.23	01/12/23	450.00
590-594.000-747.000	AMERICAN UNITED LIFE INSURANCE CO.	MONTHLY PREMIUM	1.1.23	01/12/23	242.60
590-594.000-751.100	MAIL ROOM SERVICE CENTER INC	POSTAGE	12220588	01/26/23	0.67
590-594.000-835.000	COVENANT MEDICAL CENTER	PHYSICAL, DRUG SCREE, DOT PHYSICAL - AUERNH	257773	01/26/23	110.00
590-594.000-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	270.08
590-594.000-911.100	MICHIGAN RURAL WATER ASSOCIATI	FORKLIFT TRAINING	2020-06043	01/26/23	27.24
		Total For Dept 594.000 ADMINISTRATION			2,498.44
		Total For Fund 590 WASTEWATER TREATMENT FUND			127,262.81
Fund 591 WATER FUND					
Dept 000.000					
591-000.000-132.100	SPICER GROUP INC	E TUSCOLA WATER MAIN REPLACEMENT - HAAS TO	219045	01/26/23	7,338.50
591-000.000-226.000	FRANKENMUTH TOWNSHIP	TOWNSHIP WATER BILLING REVENUE	1.4.23	01/12/23	2,447.48
		Total For Dept 000.000			9,785.98
Dept 591.000 TRANSMISSION					
591-591.000-775.000	ETNA SUPPLY	COUPLINGS	S104869868.001	01/12/23	146.28
591-591.000-775.000	FERGUSON ENTERPRISES INC	BALL VALVES	6692435, 6708208	01/12/23	1,503.44
591-591.000-775.000	FRANKENMUTH CREDIT UNION	CREDIT CARD CHARGES	12.31.22	01/12/23	1,008.00
591-591.000-775.000	FRANKENMUTH TRUE VALUE	SUPPLIES	1.1.23	01/12/23	86.66
591-591.000-775.000	GILL-ROY'S COMPLETE HARDWARE	SUPPLIES	12.31.22	01/12/23	84.57
591-591.000-775.000	MICHIGAN PIPE & VALVE	CONNECTOR, GASKET	S036045	01/12/23	11.10
591-591.000-775.000	STANDARD ELECTRIC COMPANY	ELECTRICAL SUPPLIES	1.3.23	01/12/23	573.50
591-591.000-945.000	DEPENDABLE SEWER CLEANERS	LOCATED MULTIPLE SEWER LEADS AND TELEVISED	94181	01/26/23	1,680.00

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF FRANKENMUTH
 EXP CHECK RUN DATES 01/01/2023 - 01/31/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

Page: 8/10

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Fund 591 WATER FUND					
Dept 591.000 TRANSMISSION					
		Total For Dept 591.000 TRANSMISSION			5,093.55
Dept 592.000 PURIFICATION					
591-592.000-918.000	CITY OF SAGINAW TREASURER	WATER CHARGES	12.31.22	01/12/23	105,996.47
591-592.000-920.000	CITY OF FRANKENMUTH	WATER/SEWER/REFUSE	12.28.22	01/12/23	111.47
591-592.000-920.000	CONSUMERS ENERGY	UTILITIES	1.8.23	01/26/23	456.39
591-592.000-934.000	CUMMINS BRIDGEWAY LLC	PAC, TANKR	S4-46688	01/12/23	215.83
591-592.000-934.000	O'REILLY AUTOMOTIVE, INC	PARTS	5964168252, 59464	01/12/23	115.62
		Total For Dept 592.000 PURIFICATION			106,895.78
Dept 594.000 ADMINISTRATION					
591-594.000-719.000	MESSA	MONTHLY PREMIUM	2302-0108481	01/26/23	1,425.89
591-594.000-747.000	AMERICAN UNITED LIFE INSURANCE CO.	MONTHLY PREMIUM	1.1.23	01/12/23	191.74
591-594.000-751.000	MAIL ROOM SERVICE CENTER INC	POSTAGE	12220588	01/26/23	1,040.07
591-594.000-757.000	GRAINGER	SUPPLIES	9552828452	01/12/23	78.54
591-594.000-814.000	JOLETEC, INC.	TECHNOLOGY SERVICES	134303, 134348	01/26/23	47.50
591-594.000-835.000	COVENANT MEDICAL CENTER	DOT PHYSICAL EXAM - GNATKOWSKI	Multiple	01/26/23	160.00
591-594.000-850.000	CLEAR RATE COMMUNICATIONS	MONTHLY SERVICES	3327004	01/26/23	170.04
591-594.000-911.100	MICHIGAN RURAL WATER ASSOCIATI	FORKLIFT TRAINING	2020-06043	01/26/23	20.43
		Total For Dept 594.000 ADMINISTRATION			3,134.21
		Total For Fund 591 WATER FUND			124,909.52
Fund 596 REFUSE					
Dept 000.000					
596-000.000-202.000	PHILBRICK, CHRISTOPHER	UB refund for account: 47534	01/19/2023	01/26/23	128.47
		Total For Dept 000.000			128.47
Dept 528.000 REFUSE REMOVAL					
596-528.000-919.000	MID MICHIGAN WASTE AUTHORITY	REFUSE COLLECTION - NOVEMBER	11.30.22	01/12/23	32,805.96
596-528.000-919.000	WASTE MANAGEMENT OF MICHIGAN	REFUSE COLLECTION	7978103-1734-8	01/12/23	17,623.81
		Total For Dept 528.000 REFUSE REMOVAL			50,429.77
		Total For Fund 596 REFUSE			50,558.24
Fund 661 EQUIPMENT FUND					
Dept 500.000 EQUIPMENT					
661-500.000-776.000	AMAZON CAPITAL SERVICES	BITS, HEX KEY	1JQC-NFKN-GLTN	01/12/23	60.04
661-500.000-776.000	ABC FASTENER GROUP INC	WASHERS, NUTS, SUPPLIES	304672, 304673	01/12/23	45.05
661-500.000-776.000	COLONY HARDWARE CORPORATION	BIT, BATTERY	1381523, 1388429	01/12/23	371.32
661-500.000-776.000	GILL-ROY'S COMPLETE HARDWARE	SUPPLIES	12.31.22	01/12/23	34.18
661-500.000-776.000	PURITY CYLINDER GASES INC	IND GAS, MAINT FEE	01605733	01/12/23	51.20
661-500.000-776.000	SHARE CORPORATION	BIT SET, OIL	220212, 220213	01/12/23	391.71
661-500.000-776.000	AMAZON CAPITAL SERVICES	DIAPHRAGM PUMP	1HD1-C7QD-4T6G	01/26/23	575.58
		Total For Dept 500.000 EQUIPMENT			1,529.08
Dept 598.000 EQUIPMENT MAINTENANCE					
661-598.000-719.000	MESSA	MONTHLY PREMIUM	2302-0108481	01/26/23	1,270.62
661-598.000-747.000	AMERICAN UNITED LIFE INSURANCE CO.	MONTHLY PREMIUM	1.1.23	01/12/23	53.73
661-598.000-759.100	BLUE WATER FUEL MANAGEMENT	FUEL	7942, 7943	01/12/23	6,155.75
661-598.000-759.100	GIB'S BODY SHOP LLC	OIL	12.28.22	01/12/23	80.00
661-598.000-759.100	FOSTER BLUE WATER OIL	REC FUEL	22574	01/26/23	1,101.63
661-598.000-775.000	AMAZON CAPITAL SERVICES	BUSINESS CARD ORGANIZER	1X19-JCTG-CRLF	01/12/23	9.89
661-598.000-775.000	GRAINGER	SUPPLIES	9552828452	01/12/23	42.24
661-598.000-775.000	MID-STATES BOLT & SCREW CO	BOLTS, NUTS, WASHERS	32358026	01/12/23	97.118

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Fund 661 EQUIPMENT FUND					
Dept 598.000 EQUIPMENT MAINTENANCE					
661-598.000-781.000	AMAZON CAPITAL SERVICES	HEADLIGHTS	Multiple	01/12/23	155.97
661-598.000-781.000	AUTO-WARES GROUP	PARTS	12.25.22	01/12/23	524.22
661-598.000-781.000	BELL EQUIPMENT COMPANY	OIL FILTERS	12453	01/12/23	177.57
661-598.000-781.000	DIESEL TRUCK SALES INC	PARTS	626672, 626720	01/12/23	322.53
661-598.000-781.000	FRANKENMUTH TRUE VALUE	SUPPLIES	1.1.23	01/12/23	29.99
661-598.000-781.000	GILL-ROY'S COMPLETE HARDWARE	SUPPLIES	12.31.22	01/12/23	33.28
661-598.000-781.000	INA STORE INC.	STARTER	12578	01/12/23	378.24
661-598.000-781.000	INTERSTATE BILLING SERVICE INC	STOP LIGHT	S31293	01/12/23	115.57
661-598.000-781.000	O'REILLY AUTOMOTIVE, INC	PARTS	5964168252, 59464	01/12/23	11.49
661-598.000-781.000	REINBOLD'S SALES & SERVICE LLC	STARTER KIT	30929	01/12/23	4.00
661-598.000-781.000	SCHAEFER & BIERLEIN INC	LATCH	48626	01/12/23	68.26
661-598.000-781.000	SCIENTIFIC BRAKE & EQUIPMEN	4 POST SPREADER MODULE	01038896	01/12/23	399.40
661-598.000-781.000	STATE WIRE & TERMINAL INC	PARTS	39300, 39799	01/12/23	674.64
661-598.000-781.000	TERMINAL SUPPLY CO.	PARTS	96155, 96870, 961	01/12/23	555.38
661-598.000-781.000	TRUCK & TRAILER SPECIALTIES	SHAFT, SCREWS, DISC SPINNER, BEARING	11698	01/12/23	1,791.46
661-598.000-781.000	WEBER STEEL INC	PARTS, REPAIR LIGHT BASE	12.31.22	01/12/23	769.84
661-598.000-781.000	WEISS EQUIPMENT INC	PARTS	808709, 809217	01/12/23	166.92
661-598.000-781.000	WIELAND TRUCKS	PARTS	291272, 291381	01/12/23	384.76
661-598.000-911.100	MICHIGAN RURAL WATER ASSOCIATI	FORKLIFT TRAINING	2020-06043	01/26/23	6.81
Total For Dept 598.000 EQUIPMENT MAINTENANCE					15,381.24
Total For Fund 661 EQUIPMENT FUND					16,910.32
Fund 703 TRUST & AGENCY FUND					
Dept 000.000					
703-000.000-222.000	SAGINAW COUNTY TREASURER	TAX DISBURSEMENTS - 12.10 - 12.30	12.30.22	01/05/23	444,916.28
703-000.000-222.100	SAGINAW COUNTY TREASURER	SET - 12-10 - 12.30	12.30.2022	01/05/23	729.42
703-000.000-223.000	WICKSON DISTRICT LIBRARY	WINTER TAX DISBURSEMENTS - 12.10 - 12.30	12.30.22	01/05/23	61,805.72
703-000.000-225.000	FRANKENMUTH SCHOOL DISTRICT	SCHOOL OPERATING - 12.10 - 12.30 - WINTER T	12.30.22	01/05/23	414,344.99
703-000.000-225.100	FRANKENMUTH SCHOOL DISTRICT	SCHOOL DEBT - 12.10 - 12.30 - WINTER TAX DI	12.30.2022	01/05/23	168,504.81
703-000.000-225.200	FRANKENMUTH SCHOOL DISTRICT	SINKING FUND - 12.10 - 12.30 - WINTER TAX D	12-30-22	01/05/23	161,731.86
703-000.000-234.000	SAGINAW INTERMEDIATE SCHOOL DI	WINTER TAX DISBURSEMENTS - 12.10-12.30	12.30.22	01/05/23	126,841.51
703-000.000-235.000	DELTA COLLEGE	SUMMER TAX DISBURSEMENTS - 12.10 - 12.30	12.30.22	01/05/23	248.16
703-000.000-276.000	CAPITAL REAL ESTATE TAX	2022 Win Tax Refund 03-11-6-22-1429-744	01/05/2023	01/05/23	1,086.89
703-000.000-276.000	CORE LOGIC INC	2022 Win Tax Refund 03-11-6-26-1773-000	01/05/2023	01/05/23	2,535.28
703-000.000-276.000	FRANKENMUTH TOWNSHIP TREASURER	2022 Win Tax Refund 03-11-6-22-1428-811	01/09/2023	01/12/23	567.60
703-000.000-276.000	KOESTER, PAUL M	2022 Sum Tax Refund 03-11-6-22-1444-043	01/23/2023	01/26/23	743.89
Total For Dept 000.000					1,384,056.41
Total For Fund 703 TRUST & AGENCY FUND					1,384,056.41

02/03/2023 01:50 PM
User: lswifney
DB: Frankenmuth

INVOICE GL DISTRIBUTION REPORT FOR CITY OF FRANKENMUTH
EXP CHECK RUN DATES 01/01/2023 - 01/31/2023
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

Page: 10/10

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
		Fund Totals:			
		Fund 101 GENERAL FUND			206,881.84
		Fund 202 MAJOR STREET FUND			595.75
		Fund 203 LOCAL STREET FUND			748.23
		Fund 208 PARKS & RECREATION FUND			17,005.91
		Fund 248 DDA FUND			30,297.44
		Fund 249 BUILDING DEPARTMENT FUND			304.09
		Fund 499 LEVEE PROJECT			6,660.58
		Fund 590 WASTEWATER TREATMENT FUND			127,262.81
		Fund 591 WATER FUND			124,909.52
		Fund 596 REFUSE			50,558.24
		Fund 661 EQUIPMENT FUND			16,910.32
		Fund 703 TRUST & AGENCY FUND			1,384,056.41
		Total For All Funds:			1,966,191.14



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Correspondence

AGENDA SECTION: Correspondence

SUBJECT: Correspondence - Notice of Charter Lease Termination

SUGGESTED ACTION:

ATTACHMENTS:

[Executed_Spectrum Notice of Termination \(MI0048\) Bridgeport.pdf](#)



Notice of Termination

January 11, 2023

Via Federal Express and Email

City of Frankenmuth
240 W. Genessee
Frankenmuth, MI 48734-1307
Attn: Bridget Smith
bsmith@frankenmuthcity.com
(989) 652-9901 ext 112

RE: Lease Agreement dated May 5, 2009, between the City of Frankenmuth, a Michigan municipal corporation ("**Lessor**"), and Spectrum Mid-America, LLC, a Delaware limited liability company ("**Lessee**"), successor in interest to CC VIII Operating, LLC, as renewed by Lease Extension dated January 11, 2019 (the "**Lease Extension**"), and as amended by First Amendment to Lease Agreement, dated June 7, 2022 (collectively, the "**Lease**"), for the premises located at 5917 S. Reimer Road, Bridgeport, MI 48722
(Charter File ID No.: MI0048)

Dear Bridget:

This letter serves as formal notice that Lessee is exercising its option to terminate the Lease pursuant to the section of the Lease Extension entitled "Early Termination", which termination will be effective April 12, 2023 (the "**Termination Date**"). Lessee will vacate the Premises (as defined in the Lease) on or before the Termination Date. Accordingly, all obligations of Lessee, including, but not limited to, rental payments, will cease as of the Termination Date. As you know, as of August 1, 2022, Tenant paid Annual Rent through, and including, July 31, 2023, but will not be claiming any pro rata refund in connection with the early termination set forth herein.

A local manager will contact you to schedule a final walk through prior to the Termination Date. In the meantime, if you have any questions regarding this matter, please contact Kim Hornak, Real Estate Sr. Transaction Manager, at 303-699-6568, or at Kim.hornak@charter.com.

Sincerely,

Spectrum Mid-America, LLC
By: Charter Communications, Inc., its Manager

By: 

Name: _____

Title: Carrie E. Walters

VP, Real Estate & Property Administration
Charter Communications, Inc.



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Correspondence

AGENDA SECTION: Correspondence

SUBJECT: 911 2022 Annual Report

SUGGESTED ACTION:

ATTACHMENTS:

[Corres - 911 2022 Annual Report.pdf](#)



2022 Annual Report

SAGINAW COUNTY 9-1-1 COMMUNICATIONS AUTHORITY

SAGINAW COUNTY

9-1-1 COMMUNICATIONS CENTER AUTHORITY

BOARD OF DIRECTORS

Brenda Moore	Saginaw City Mayor	Chairperson
Sheldon Matthews	Board of Commissioners	Vice-Chair
Tracy Reimus	Township Officer's Association	Secretary
John Deterding	Organized Cities Group	Treasurer
Annie Boensch	Saginaw City Council	Member
Tim Braun	Saginaw Twp Supervisor	Member
Christopher Boyd	BOC Chair Designee	Member
Jason Leidel	Village of Birch Run	Member
Tom Raines	Sag City Manager's Designee	Member
Brian Rombalski	Saginaw Twp Manager	Member
Lynn McCoy	Township Officer's Association	Member
Mark Thompson	Sag Co Controller Designee	Member
Chris Van Loo	Operations Chair	Member

Chris Izworski, 9-1-1 Executive Director
Cathy Brickel, 9-1-1 Executive Assistant

STANDING SUB-COMMITTEES

Christopher Boyd	Chair, Planning Committee
John Deterding	Chair, Finance Committee
Chris Van Loo	Chair, Personnel Committee
Chris Van Loo	Chair, Operations Committee

Saginaw County 9-1-1 Communication Center Board of Directors

The 9-1-1 Communications Center Board of Directors consists of 13 members:

Three (3) members; one (1) Commissioner selected by the Saginaw County Board of Commissioners, the County Controller or Controller's designee, and the Chairman of the Saginaw County Board of Commissioners or Chairman's designee.

Mark Thompson - County Controller Designee
Christopher Boyd - Board of Commissioners Chair Designee
Sheldon Matthews - Saginaw County Board of Commissioners (Board Vice-Chair)

Two (2) members selected by the Saginaw County Township Officers Association; one (1) from a township with a population of 10,000 or more (large township) and one (1) from a township with less than 10,000 population (small township), excluding Saginaw Township.

Lynn McCoy - Fremont Township Treasurer
Tracy Reimus - Tittabawassee Township Treasurer (Board Secretary)

Two (2) members; the Saginaw Township Supervisor and the Saginaw Township Manager, or their designees.

Tim Braun - Saginaw Township Supervisor
Brian Rombalski - Saginaw Township Manager

Three (3) members; one (1) Council member selected by the Saginaw City Council, the City Manager or Manager's designee, and the Mayor of the Saginaw City Council or the Mayor's designee.

Brenda F. Moore - Saginaw City Mayor (Board Chair)
Chief Tom Raines - Saginaw City Manager Designee
Annie Boensch - Saginaw City Council Appointment

One (1) member selected from the organized cities group, excluding the City of Saginaw.

John Deterding – City of Frankenmuth (Board Treasurer)

One (1) member from the incorporated villages, selected by the Board of Directors.

Chief Jason Leidel - Village of Birch Run

The Chairperson of the Operations Committee.

Chief Chris Van Loo - Saginaw Township Fire Department

SAGINAW COUNTY

9-1-1 COMMUNICATIONS CENTER AUTHORITY

OPERATIONS MANAGEMENT COMMITTEE

Chief Chris Van Loo	Saginaw Township Fire	Chairman
Chief Bob Ruth	Saginaw City Police	Vice-Chair
Chief Don Mawer	Frankenmuth Police	Secretary
F/Lt. Todd Parsons	Michigan State Police	Member
Sheriff Bill Federspiel	Saginaw County Sheriff	Member
Eric Snidersich	Mobile Medical Response	Member
Chief Scott Malace	Saginaw Township Police	Member
Chief Dave Matzke	Fire Chief's Association	Member
Lt. Mark Przybylski	Saginaw County EOC	Member
Chief Tom Raines	Saginaw City Fire	Member
Dr. Noel Wagner	Saginaw Tuscola Med Control	Member

Saginaw County 9-1-1 Communication Center Operations Committee

The 9-1-1 Communications Center Operations Committee consists of 11 members:

Five (5) members within the law enforcement profession; the Sheriff of Saginaw County or designee, the Saginaw City Police Chief or designee, the Saginaw Township Police Chief or designee, the Post Commander of the Michigan State Police or designee, and a member selected by the Saginaw County Police Chiefs Association, excluding Saginaw City and Saginaw Township.

Sheriff William Federspiel – Sheriff of Saginaw County
Chief Bob Ruth – City of Saginaw Police Chief (Vice- Chair)
Chief Don Mawer – Saginaw County Police Chief's Association (Secretary)
F/Lt. Todd Parsons – Michigan State Police Tri-City Post Commander
Chief Chris Van Loo – Saginaw Township Police Chief (Chair)

Three (3) members within the fire service profession; the Saginaw City Fire Chief or designee, the Saginaw Township Fire Chief or designee, and a member selected by the Saginaw County Fire Chiefs Association, excluding Saginaw City and Saginaw Township.

Chief Dave Matzke – Saginaw County Fire Chief's Association
Chief Tom Raines – City of Saginaw Fire Chief
Chief Chris Van Loo – Saginaw Township Fire Chief (Chair)

Two (2) members within the medical services profession; one member must be from the Saginaw Area Ambulance Management Council; the other member must be a Management Representative from an Advance Life Support Company.

Eric Snidersich – Mobile Medical Response
Dr. Noel Wagner – Saginaw Tuscola Medical Control Authority

The Saginaw County Emergency Services Director.

Lt. Mark Przybylski

A Message from the Director

By: Chris Izworski

In this report, you will find a copy of the Computer Aided Dispatch (CAD) events for police and fire departments within Saginaw County for the last 10 years. Some interesting statistics to note are that we received over **283,324** calls in 2022. On average, this amounts to just over 776 calls received per day. The highest call volume was in the month of June, with 26,291 calls answered. Our least volume of calls answered was in February, with 19,141 calls placed to 9-1-1.

So, to answer the most common questions...

How many people work at 9-1-1?

- 30 Dispatchers
- 5 Supervisors
- 3 Administrative staff

Dividing this by 24 hours a day, 7 days a week, 365 days a year, we have 6 to 8 dispatchers working per 12-hour shift.

Who pays for 9-1-1 service in Saginaw County?

Per Lansing legislation and approval by the Board of Commissioners, a monthly fee of \$2.65 is charged to all 9-1-1 capable devices. This not only helps fund 9-1-1 operations but will also help to fund future equipment upgrades. Also, in August 2018, voters approved a countywide millage of .028 for 10 years. This amounts to approximately \$14.00 annually on a home with a taxable value of \$50,000. This will also help fund new equipment. Keeping equipment up-to-date also benefits our residents.

What is the Emergency Notification System?

It's a county-wide emergency notification system that was funded by the Hemlock Semiconductor Corporation. There are currently over 9,900 residents signed up to receive emergency notifications. We continue to urge residents to register their phone number and address so they can receive notification of any emergency event in their area. The website to register is: www.saginawcounty911.com.

What if I call 9-1-1 by mistake?

We receive numerous "hang up" calls. Every one of these calls must be handled. This is done by calling back and speaking with an adult or sending a police unit to the address. If we are unable to speak to anyone, the dispatcher will utilize Text to 911, which yields better results as individuals are more likely to answer a text than a voice call. We realize this can be embarrassing at times but our best advice, if you dial 9-1-1 by mistake, is to stay on the line until a dispatcher answers and clears the call. That's especially important if calling from a cell phone.

Text to 9-1-1

Citizens have the ability to text 9-1-1. This should only be used when calling isn't possible. **Call 911 if you can, text if you can't!**

Saginaw County 911 Communications Authority
Monthly Call Volume Report

	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	Total
911 Calls	8,440	8,622	9,703	9,973	11,625	11,751	12,082	11,595	11,117	11,285	11,191	11,403	128,787
Admin Calls	11,749	10,519	12,109	12,662	14,057	14,540	13,755	13,786	12,833	13,004	12,703	12,820	154,537
Totals	20,189	19,141	21,812	22,635	25,682	26,291	25,837	25,381	23,950	24,289	23,894	24,223	283,324

	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	Total
911 Calls	9,473	8,455	10,470	11,155	12,004	12,399	13,316	12,492	11,894	11,804	10,423	11,484	135,369
Admin Calls	10,816	9,781	11,608	11,698	13,227	13,942	14,915	14,056	13,677	13,592	12,076	13,053	152,441
	20,289	18,236	22,078	22,853	25,231	26,341	28,231	26,548	25,571	25,396	22,499	24,537	287,810

Report Prepared by: Chris Izworski, Director, Saginaw County 911

Saginaw County 9-1-1 Communications Center Authority Integrated Management Report

Saginaw County 9-1-1 Police CAD Incidents Activity Report Through December 2022

Report Prepared by: Chris Izvorski, Director, Saginaw County 9-1-1

Copy Check	District Code	Name	Difference from 2021	2021 CAD Activity	2022 CAD Activity	Copy Check
X	BP	BRIDGEPORT TOWNSHIP	415	7,888	8,303	X
X	BR	BIRCH RUN TOWNSHIP	-293	2,042	1,749	X
X	BV	BUENA VISTA TOWNSHIP	-1,739	11,824	10,085	X
X	CA	CARROLLTON TOWNSHIP	191	4,402	4,593	X
X	CH	CHESANING VILLAGE	896	2,459	3,355	X
X	FR	FRANKENMUTH	282	8,565	8,847	X
X	MS	MICHIGAN STATE POLICE	-2,321	23,444	21,123	X
X	OA	OAKLEY VILLAGE	-1	104	103	X
X	RI	RICHLAND TOWNSHIP	-148	3,300	3,152	X
X	SA	SAGINAW CITY	246	47,603	47,849	X
X	SC	ST. CHARLES	7	1,707	1,714	X
X	SM	SAGINAW COUNTY SHERIFF	-3,303	33,482	30,179	X
X	ST	SAGINAW TOWNSHIP	1,666	23,859	25,525	X
X	SVSU	SAGINAW VALLEY STATE UNV.	154	2,641	2,795	X
X	TH	THOMAS TOWNSHIP	234	6,995	7,229	X
X	TI	TITTABAWASSEE TOWNSHIP	435	3,522	3,957	X
X	ZI	ZILWAUKEE	-206	798	592	X

TOTALS

-3,485 184,635 181,150

Breakdown of Total Calls thru December 31, 2022

Accurate within 1% of calls

Total Calls: 911 Calls 7-Digit Calls
283,324 128,787 154,537

Total CAD Calls Created: 193,856

Total Fire Calls: 12,706

Total Police Calls: 181,150

Note: This is only CAD activity by Central Dispatch.

Saginaw Co. 911 Police CAD Events			Saginaw County 911 Communications Authority												
Activity Report from 2009 to 2022			911 MANAGEMENT REPORT - POLICE												
reated: Chris Izvorski, Director, Saginaw 911															
Code	Name of Department	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
BP	Bridgeport Twp Police	9,713	9,749	7,240	6,807	8,159	8,650	8,653	8,173	8,198	7,669	7,359	7,286	7,888	8,303
BR	Birch Run Police	2,599	2,893	2,558	2,320	2,331	2,209	2,187	2,294	2,234	2,057	2,069	1,605	2,042	1,749
BV	Buena Vista Twp Police	13,382	13,031	16,441	17,253	17,750	15,473	14,325	15,127	13,723	17,420	15,413	13,136	11,824	10,085
CA	Carrollton Twp Police	5,279	5,221	4,700	5,068	5,359	4,266	3,961	3,888	4,115	4,285	4,698	4,217	4,402	4,593
CH	Chesaning Village Police	2,305	2,286	2,180	2,181	1,676	1,980	1,461	1,913	2,212	1,611	2,077	2,506	2,459	3,355
FR	Frankenmuth Police	11,638	12,868	9,464	10,210	12,842	8,888	9,004	9,250	9,379	10,664	11,231	8,679	8,565	8,847
MS	Michigan State Police	13,117	11,908	10,768	10,602	14,152	18,271	17,985	17,314	17,191	19,622	20,041	19,097	23,444	21,123
OA	Oakley Village Police	523	401	609	368	613	395	123	65	58	44	31	78	104	103
RI	Richland Twp Police	1,496	1,489	1,638	1,569	1,405	2,063	2,117	2,336	2,628	2,197	2,466	2,384	3,300	3,152
SA	Saginaw City Police	68,624	71,590	66,633	62,309	55,572	49,762	47,833	48,026	49,352	46,848	47,700	46,709	47,603	47,849
SC	St. Charles Village Police	2,155	2,144	2,118	1,583	1,631	1,513	1,793	1,821	3,497	2,135	1,853	1,521	1,707	1,714
SM	Saginaw County Sheriff Dept	45,318	41,878	40,163	41,368	41,921	42,220	41,084	40,818	37,450	38,094	34,336	31,896	33,482	30,179
SP	Spaulding Twp Police	1,052	1,099	1,115	1,120	1,101	1,111	1,158	1,185	473	-	-		-	-
ST	Saginaw Charter Twp Police	30,757	29,829	27,802	27,572	27,320	25,295	29,584	28,747	28,933	31,094	29,572	23,270	23,859	25,525
SV	Saginaw Valley Unv Police	3,653	2,762	2,461	2,425	2,085	1,989	1,950	1,514	1,955	2,802	3,053	3,515	2,641	2,795
TH	Thomas Twp Police	6,099	5,774	5,565	6,010	5,022	5,750	6,084	6,166	6,545	6,222	6,873	7,062	6,995	7,229
TI	Tittabawassee Twp Police	3,608	3,351	3,383	3,618	3,152	2,867	2,926	2,863	2,865	3,169	3,538	3,020	3,522	3,952
ZI	Zilwaukee Police	1,485	1,728	1,587	1,559	1,573	1,397	1,351	978	1,082	1,010	934	586	798	592
		222,803	220,001	206,425	203,942	203,664	194,099	193,579	192,478	191,890	196,943	193,244	176,567	184,635	181,145
		100.0%	-1.3%	-6.6%	-1.2%	-0.1%	-4.9%	-0.3%	-0.6%	-0.3%	2.6%	-1.9%	-9.4%	4.4%	-1.9%
	CAD Incident Calls for 2022														
	Total Calls	283,324					Total Fire Calls:			12,706					
	Total 911 Calls	128,787					Total Police Calls:			181,150					
	Total 7 Digit Calls	154,537													
							Total Calls:			193856					
	NOTE: This is only CAD activity by Central Dispatch														

Saginaw County E9-1-1 Communications Center Authority
Integrated Management Report
SAGINAW COUNTY 911 FIRE INCIDENTS
ACTIVITY REPORT THRU DECEMBER, 2022
Report Created By: Chris Izworski, Director, Saginaw 911

Copy Check	District Code	Agency Name	Difference from 2019	2021 CAD Activity	2022 CAD Activity
X	1	ALBEE TOWNSHIP	8	74	82
X	2	BIRCH RUN TOWNSHIP	-45	652	607
X	3	BLUMFIELD TOWNSHIP	-14	68	54
X	6	BRIDGEPORT TOWNSHIP	-37	1,498	1,461
X	7	BUENA VISTA TOWNSHIP	-550	2,148	1,598
X	8	CARROLLTON TOWNSHIP	-33	161	128
X	10	CHESANING TOWNSHIP	-13	211	198
X	11	FRANKENMUTH TOWNSHIP	18	187	205
X	13	JAMES TOWNSHIP	-16	189	173
X	14	JONESFIELD/LAKEFIELD TWP.	-44	225	181
X	15	KOCHVILLE TOWNSHIP	16	517	533
X	17	MAPLE GROVE TOWNSHIP	-14	87	73
X	18	MARION TOWNSHIP	8	109	117
X	19	RICHLAND TOWNSHIP	-51	389	338
X	20	SAGINAW TOWNSHIP	-17	819	802
X	22	SPAULDING TOWNSHIP	-93	215	122
X	23	TRI TOWNSHIP	-38	256	218
X	24	TAYMOUTH TOWNSHIP	-11	257	246
X	25	TITTABAWASSEE TOWNSHIP	97	727	824
X	26	THOMAS TOWNSHIP	-3	887	884
X	27	ZILWAUKEE	17	246	263
X	89	SAGINAW CITY	-331	3,930	3,599
TOTALS			-1146	13,852	12,706

Breakdown of Total Calls thru December 31, 2022

			Accurate within 1% of calls	
Total Calls:	911 Calls	7-Digit Calls	Total CAD Calls:	193,856
283,324	128,787	154,537		
			2021	2022
			Total Fire Calls:	13,852
			Total Police Calls:	184,635
				181,150

Note: This is only CAD activity by Central Dispatch.

Saginaw County 911 Fire CAD Incidents			Saginaw County 911 Communications Authority													
Activity Report from 2008 to 2022			911 MANAGEMENT REPORT - FIRE													
Report Created: Chris Izworski, Director																
District																
Code	Name of Department	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
1	Albee Fire	118	77	77	71	76	89	58	73	62	75	89	84	75	74	82
2	Birch Run Fire	560	551	567	620	614	639	529	473	581	564	528	575	515	652	607
3	Blumfield Fire	71	65	73	86	88	49	57	56	43	62	51	58	52	68	54
6	Bridgeport Fire	1026	1068	1180	993	957	967	968	1077	1178	1111	1234	1317	1310	1498	1461
7	Buena Vista Fire	1775	1745	1958	1498	1451	1420	1275	1402	1427	1677	2205	2299	2357	2148	1598
8	Carrollton Fire	104	119	117	128	110	122	113	133	131	131	138	133	139	161	128
10	Chesaning-Brady Fire	152	146	147	162	162	201	150	172	191	220	206	187	159	211	198
11	Frankenmuth Fire	127	98	110	125	112	123	133	156	126	146	156	210	159	187	205
13	James Fire	155	148	145	142	129	168	178	149	148	195	150	151	187	189	173
14	Jonesfield/Lakefield Fire	230	203	222	235	244	259	220	210	263	260	284	232	261	225	181
15	Kochville Fire	521	471	473	465	449	430	443	465	488	477	458	538	456	517	533
17	Maple Grove Fire	73	68	60	71	71	61	50	72	68	75	71	83	73	87	73
18	Marion Fire	126	95	138	137	130	129	100	129	130	118	124	125	125	109	117
19	Richland Fire	351	354	324	319	315	309	291	292	359	384	337	288	359	389	338
20	Saginaw Twp Fire	805	774	726	807	698	713	749	736	742	733	659	661	746	819	802
22	Spaulding Fire	241	213	235	220	167	182	165	198	242	200	233	212	241	215	122
23	Tri-Twp Fire	193	149	176	184	191	228	188	200	202	205	212	209	232	256	218
24	Taymouth Fire	321	249	324	317	335	299	333	330	244	214	230	253	221	257	246
25	Tittabawassee Fire	472	409	457	501	625	621	631	695	762	665	701	740	673	727	824
26	Thomas Fire	772	884	975	656	628	635	671	687	861	825	830	808	867	887	884
27	Zilwaukee Fire	174	186	168	221	217	189	175	216	213	230	254	252	234	246	263
89	Saginaw City Fire	2256	1705	1738	1900	1774	3220	4867	3121	3225	3439	4311	3873	3376	3930	3599
		10623	9777	10390	9858	9543	11053	12344	11042	11686	12006	13461	13288	12817	13852	12706
		100.0%	-8.7%	5.9%	-5.4%	-3.3%	13.7%	10.5%	-11.8%	5.5%	-2.7%	10.8%	-1.3%	-3.7%	7.5%	-9.0%
CAD Incident Calls for 2022																
	Total Calls	283,324			Total CAD Calls Created:				193,856							
	Total 911 Calls	128,787														
	Total 7 Digit Calls	154,537			Total Fire Calls:				12,706	6.55%						
					Total Police Calls:				181,150	93.45%						
	NOTE: This is only CAD activity by Central Dispatch															



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Correspondence

AGENDA SECTION: Correspondence

SUBJECT: Letter of Support for the 2024 Memorial Cup Competition

SUGGESTED ACTION:

ATTACHMENTS:

[Corres - Letter of Support.pdf](#)



January 6, 2023

Re: Letter of Support for the 2024 Memorial Cup Competition to be held at the Dow Event Center/Home of the OHL Saginaw Spirit

To the 2024 CHL Memorial Cup Selection Committee:

The City of Frankenmuth is pleased to support the Saginaw Spirit's bid to host the 2024 CHL Memorial Cup competition at the Dow Event Center, Saginaw, MI. There are many reasons that the Saginaw Spirit and Michigan's Great Lakes Bay Region would be a great host for this event:

- Our Region's citizens honor and possess deep admiration for all military members and their families who selflessly serve to protect freedom around the world, especially those who have made the ultimate sacrifice
- We promise to honor, respect and uphold the traditions of the Memorial Cup and provide educational experiences regarding why Captain Sutherland brought forward the competition idea to honour all the young Canadian hockey players who died in battle and how this idea has expanded to include all branches of military service
- Our communities work collaboratively to ensure largescale events are provided with superior support and service
- Our residents actively engage as volunteers and give freely of their time and talents
- Our Region is experienced in hosting elite sports competitions involving thousands of participants, spectators, officials, family members, friends and, of course, teams.
- Our Region is exceptional at ensuring all details before, during and after the event are addressed and tracked
- The owners of the Saginaw Spirit franchise, Richard Garber and Craig Goslin, demonstrate unwavering dedication and professionalism toward the league, community, their team members and their players. Their philanthropic giving takes many forms. These gentlemen give through the success of the franchise, as well as generously from a personal perspective.
- The facility manager of the Dow Event Center is ASM Global. They have hosted thousands of major events such as the Superbowl, NCAA Basketball Final Four Tournaments and the World Series.
- The Saginaw Spirit franchise is consistently recognized as a premier CHL franchise both on and off the ice. The Saginaw Spirit has consistently led the league in sponsorship sales. We are confident that this will be the case with the 2024 CHL Memorial Cup.

We respect that every one of the 60 communities fortunate enough to have a team would love to host this event and we are no exception. Since 1919, the Memorial Cup competition has been hosted three times on U. S. soil, the last opportunity was in 1998 (25 years ago). Therefore, we invite you to bring the Memorial Cup to Michigan, the only U. S. place North of Canada!

Thank you for your consideration.

Bridget Smith, on behalf of the Frankenmuth City Council
City Manager



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Correspondence

AGENDA SECTION: Correspondence

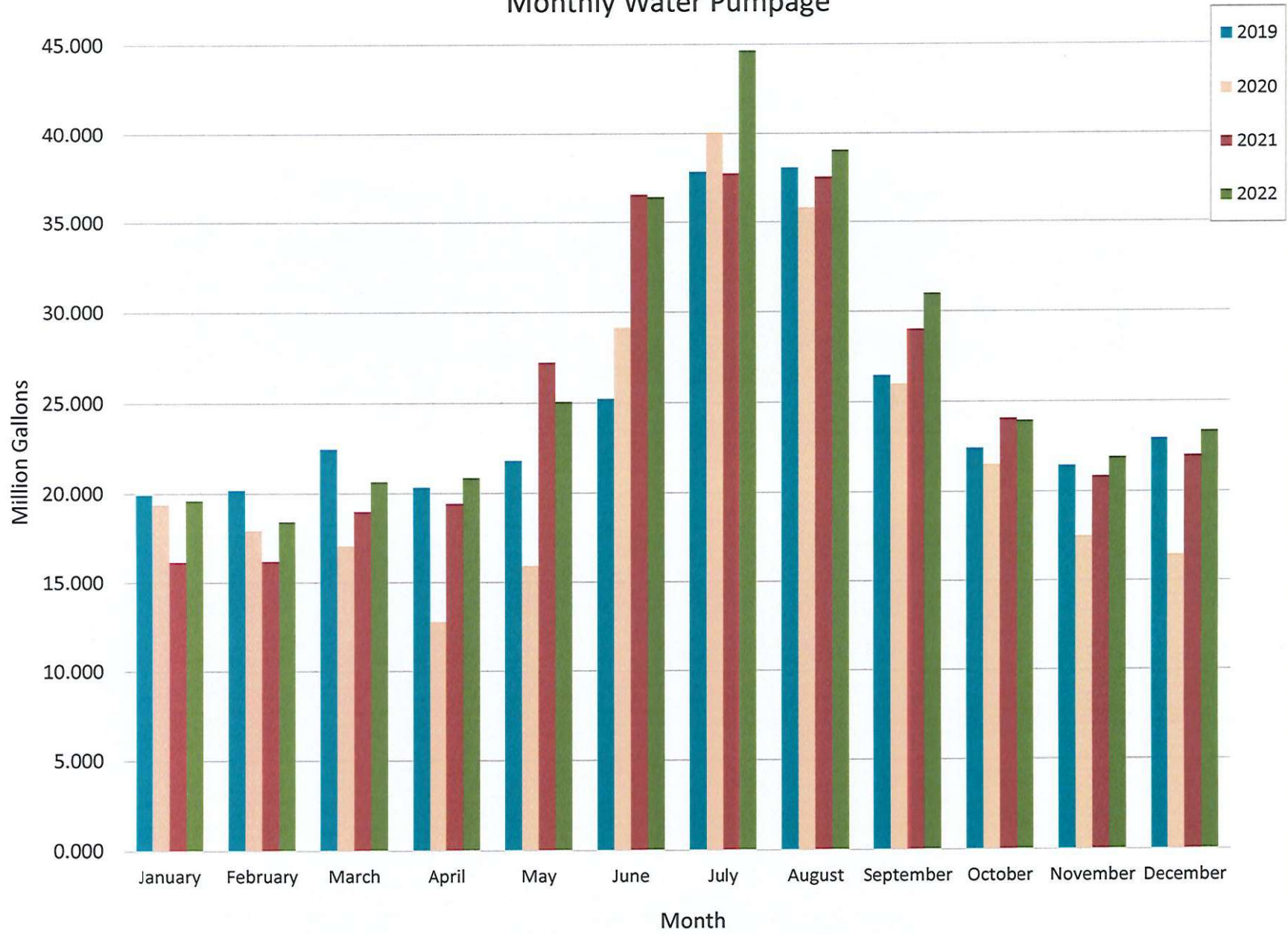
SUBJECT: Water Pumpage Report

SUGGESTED ACTION:

ATTACHMENTS:

[Corres - Water Pumpage Reports.pdf](#)

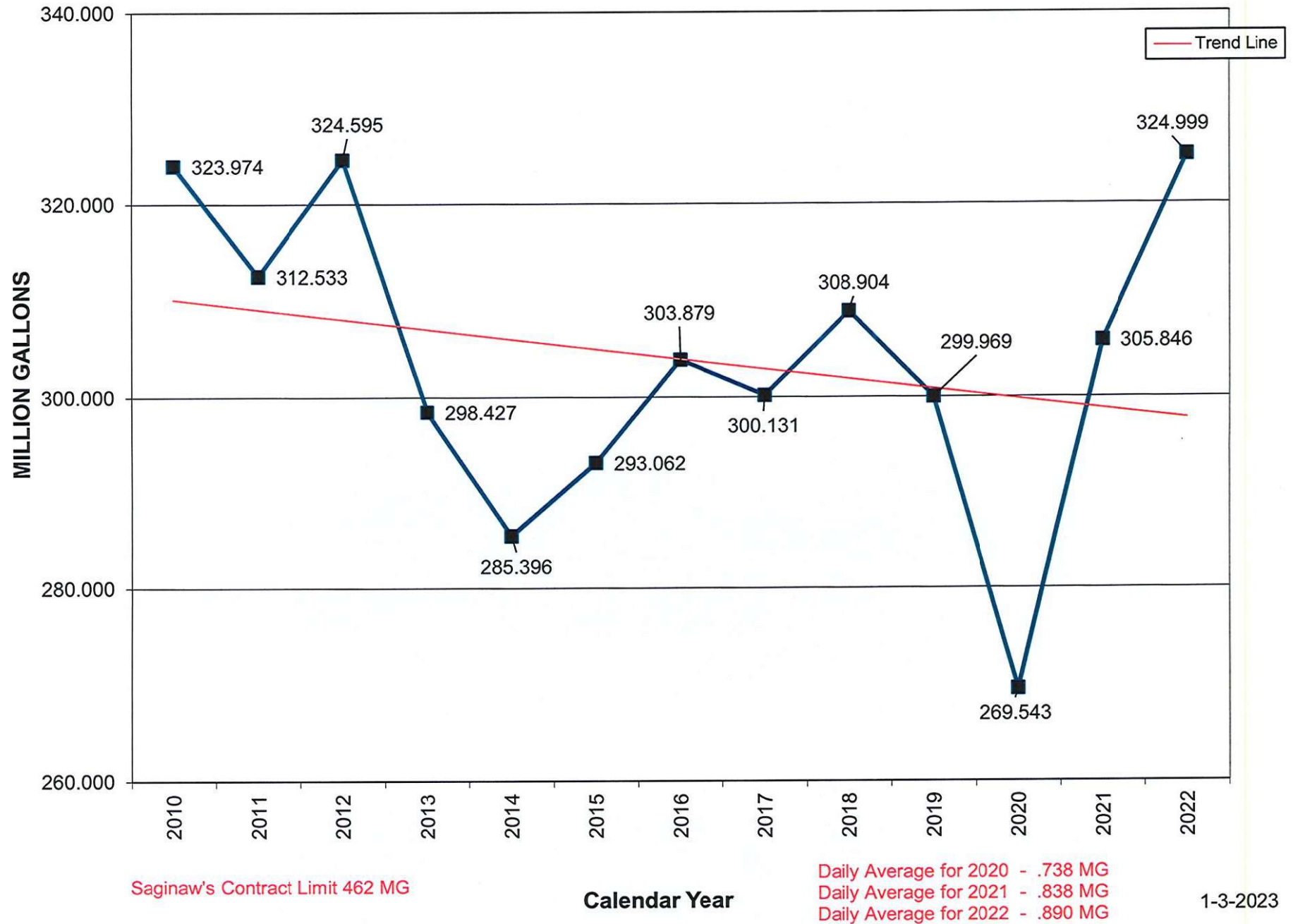
Monthly Water Pumpage





City of Frankenmuth's Annual Water Pumpage

(Based on the City of Saginaw's Master Meter)





Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Correspondence

AGENDA SECTION: Correspondence

SUBJECT: Correspondence - Robert Report (Saginaw County Controller)

SUGGESTED ACTION:

ATTACHMENTS:

[Janaury 2023 Robert Report.pdf](#)



*County of Saginaw
Office of the Controller*

*Robért Report
January 2023*

Christopher S. Boyd, Chairman
Board of Commissioners
County of Saginaw
111 S. Michigan Avenue
Saginaw, MI 48602

RE: Robért Report—2023

Dear Chairman Boyd:

The Robért report is a summary of activities taking place in departments and or agencies that report directly or indirectly to the County Controller/CAO. Other departments also contribute information to this report to assist in keeping the Board of Commissioners and County residents informed. The Robért Report can now be accessed through the county website at <https://www.saginawcounty.com/departments/controller-finance/>
Please use the site to share the Robert Report with residents and or other elected officials.

If you, or other Commissioners have questions regarding the subject matter presented, or ideas about future editions, please feel free to contact me at 989.790.5211.

Sincerely,

Robert V. Belleman

Robert V. Belleman
Controller/CAO

Table of Contents

10 th Circuit Court Drug Treatment	1
9-1-1	2
Animal Care & Control Resource Center	3
Airport – HW Browne	4
Building Authority	5
Commission on Aging ((attachment p.15-17)	5
Controller’s Office	5
Emergency Management	5
Equalization	6
Great Lakes Bay Michigan Works! (attachment p.18-21)	6
Maintenance Department	6
Medical Examiner	7
Mental Health Authority	8
Mosquito Abatement	9
MSU Extension (attachment p. 22-29)	10
Parks & Recreation (attachment p.30-35)	10
Personnel	11
Saginaw County Convention & Visitors Bureau	11
Saginaw Future	12
Saginaw County Health Department (attachment p.36-40)	14

10th Circuit Drug Treatment Court

Susan Smith, Coordinator - ssmith@saginawcounty.com

At the end of each fiscal year, the State Court Administrative Office requires each specialty court receiving the Michigan Drug Court Grant to complete an analysis of the program. Data collected in our web-based Drug Court Case Management System is utilized to look at the number of successful completions, number of days in Drug Court, number of scheduled review hearings, etc. The data is then compared to other like programs in the state to enable each court to analyze how their respective programs are doing and to assess if program modifications might be warranted.

The 10th Circuit Drug Treatment Court had a 63% successful completion rate as compared to other Adult Drug Treatment Courts in Michigan whose average was 56%. 100% of our successful completions were employed at the time of discharge as compared to the statewide rate of 93%. In reviewing the data, the 10th Circuit DTC program length is slightly higher than the statewide rate, in all likelihood because the majority of our participants begin the program in residential substance use disorder treatment for, on average 90 days. That is also reflected in the higher number of review hearings, number of drug tests administered, and number of treatment hours.

Our team, comprised of 2 Circuit Court Judges (Judge Janet M. Boes and Judge André R. Borrello), 3 representatives from Great Lakes Bay Health, Defense Attorney Gena Amos, Prosecutor John McColgan, Case Manager Jennifer Kellerman, Lt. David Kerns from the Sheriff's Department, Linda Gleesing from the Underground Railroad, Tracy Janetsky the Compliance Monitor, Toni Narvais-Cooklin the MDOC Agent, and Sue Smith the program coordinator.

STATEWIDE DATA BY PROGRAM TYPE FOR SUCCESSFUL DISCHARGES 10/01/2021 - 9/30/2022											
Program Type	Successful Completions	Number of Days in Drug Court	Number of Scheduled Drug Court Reviews	Number of Sobriety Days	Total Number of Drug Tests	Number of SA Treatment Contact Hours	Number of Incentives	Number of Sanctions	Employment Status at Discharge		Improved Employment Status at Discharge
	(%) (N)	Mean	Mean	Mean	Mean	Mean	Mean	Mean	Employed Full- or Part-Time	Unemployed	Yes
Adult Drug	56% (N=60)	708	31	435	266	458	26	4	93%	3%	85%
Sobriety	79% (N=424)	531	22	361	651	81	15	2	91%	1%	42%
Hybrid	64% (N=864)	556	26	312	347	154	16	3	87%	5%	59%
Family Dependency	40% (N=27)	469	31	257	237	117	26	5	81%	4%	77%
DATA BY COURT NAME FOR SUCCESSFUL DISCHARGES 10/01/2021 - 9/30/2022											
10th Circuit Court	63% (N=5)	884	56	582	328	605	30	1	100%	0%	100%

<https://www.courts.michigan.gov/490c65/siteassets/court-administration/best-practices/psc/drugsobrietycourts.pdf>

9-1-1

Chris Izworski, Director - cizworski@saginawcounty.com

Personnel:

- Saginaw County 9-1-1 began to implement the San Jose training model in teaching, training, coaching, and evaluating trainees. We are utilizing DeWolf & Associates to teach our trainers this method. Two Communications Training Officers (CTO) have gone through the DeWolf CTO program. We expect to send a minimum of one CTO a quarter through the five-day course in 2023.
- 911 has conducted over sixty employee candidate interviews. A total of twelve employees have started the training program. Two new employees have successfully completed the six-month training program and four employees are currently in different phases of the training program. We have three candidates on a hiring list waiting to enter the training program.
- A total of four former employees returned to work as part time dispatchers.
- More than sixty policies/procedures have been reviewed, developed, and updated.
- Began implementation of ESO EPro scheduling software. The project is expected to go live in the first quarter of 2023.
- Switched to Humana for Medicare Advantage coverage.

Technology/Equipment:

- Deployed Office 365 email to all employees.
- Completed a Computer Aided Dispatch Software update for the Dispatch Center and all law enforcement in car computers.
- Implemented a solution to resolve CAD map blinking problem.
- Implemented Spiceworks software to identify, track, and resolve equipment issue.
- Completed the first review of and implementation of Fire Department Box Cards.
- Upgraded 911 Viper call handling phone software to fix an outbound call issue.
- Installation of a new treadmill in the breakroom.

2023 Goals of Note:

- Staffing levels
 - Twenty-four Full Time Dispatchers.
 - Five Supervisors.
- Develop a Quality Assurance program.
- Implement annual employee evaluations.
- Window replacement.
- Complete Fire Department Box Cards.
- Implementation of new Equature Recording System.
- Implementation of new CAD server, CAD storage and corresponding networking equipment.
- Support the implementation of Fire Records Software.
- Completion of Standard Operating Procedures Manual.
- Completion of ESO EPro Scheduling Software.
- Promote Text-to-911.

**Following are the number of calls processed through Saginaw County Central Dispatch
from January 1 - December 5, 2022**

	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	Total
Inbound	8,394	8,581	9,670	9,916	11,522	11,595	11,966	11,489	10,690	10,533	10,436	1,531	116,323
Abandoned	46	41	33	57	103	156	116	106	427*	752*	755*	101	2,693
Total	8,440	8,622	9,703	9,973	11,625	11,751	12,082	11,595	11,117	11,285	11,191	1,632	119,016

Year to Date calls to the 911 non-emergency line:

	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	Total
Inbound	6,044	5,245	5,993	6,451	6,993	7,177	6,834	7,105	6,486	6,732	6,535	858	72,453
Abandoned	136	116	132	137	175	155	3	2	9	1	4	1	871
Outbound	5,569	5,158	5,984	6,074	6,889	7,208	6,918	6,679	6,337	6,271	6,164	851	70,102
Total	11,749	10,519	12,109	12,662	14,057	14,540	13,755	13,786	12,833	13,004	12,703	1,710	143,427

* Abandoned call numbers higher due to staffing shortage. All abandoned calls are returned and followed up on.

Animal Care & Control Resource Center (Courts & Public Safety Committee)

Bonnie Kanicki, Director – bkanicki@saginawcounty.com

- Current population: Dogs: 108 and 39 cats on-site. 64 dogs and cats total are in foster care off-site.
- New SCACC Resource Center status: Consumer connections have been completed. Plywood backer board is being installed in the Data Room for IT and should be completed by 1/6/2023. Running data cable for drops and WIFI. Saginaw County IT is working on getting Spectrum installed for internet service by the end of January. High performance flooring is being installed by 1/19/2023. Interior doors and windows are to be installed by 2/1/2023. Dog gate system to be installed after high performance flooring is completed.
- Through a grant and donations, we have almost fully funded and purchased all the equipment necessary to complete our Surgical Center.
- SCACC has received honors from the Michigan Association Animal Control Officers (MAACO) as 2022 Shelter of the Year.
- Due to the lingering impact of COVID-19 and challenges getting staff hired, we remain utilizing APS Employment Services to onboard Kennel Aides. Four have become county employees. Currently we have three Animal Control Officers (one vacancy), three Kennel Technicians, 9 Kennel Aides, two Office Assistants, an interim kennel manager and a part-time Vet.
- We remain on "Controlled Access" into our building due to Covid to prohibit customers from congregating in our vestibule and lobby. We remain open by appointment for all services (i.e. owner surrenders, stray surrenders, owner requested euthanasia, animal reclaims, purchase of dog licenses, etc.). However, we service all walk-up customers who do not have appointments.
- We hosted "Animal Welfare & Law Enforcement" for Michigan Humane Detroit at the Saginaw Twp. Fire Station #3 and participated in 20 adoption events (on-site and off-site at local businesses) since June.
- Due to the excessive numbers of stray intakes, our intakes rose to 127 dogs and 72 cats - far exceeded our MDARD recommended maximum number of animals housed on-site. They recommend 90 dogs and 32 Cats. We continue to partner with rescue organizations and sending dogs and cats to foster homes.
- The Saginaw County Animal Advisory Council continues to meet monthly. All members whose appointments were up on Dec. 31, 2022 were reappointed to a new term.

- At the on-set of the COVID-19 pandemic the County signed an MOU with POAM to allow Animal Control Officers to stay inside and help in non-traditional roles with animal care. We are continuing to have ACO's help in non-traditional roles (i.e. animal care, cleaning, etc.)
- We have an excellent partnership with MSU College of Veterinary Medicine with their Free Spay & Neuter Program which began again in November and also a Cadaver Donation Program.
- We continue to investigate animal cruelty cases and Dangerous Dogs cases.
- In an effort to assist local rescue organization with their Trap-Neuter-Vaccinate-Release (TNVR) programs, in 2022 we provided funds under a contractual agreement to rescue organizations to assist with funding their TNVR programs specifically to spay and neuter community cats. Two rescue organizations, Humane Society of Saginaw County and Undercover Angels Animal Rescue were recipients of these awards.

H.W. Browne Airport (Airport Committee)

Alan Kaufman, Airport Manager – 989-295-0675

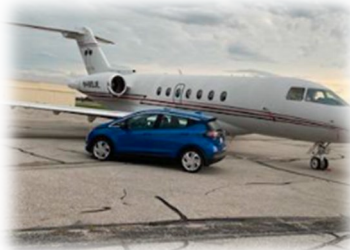
Winter is here! The snow and the planes are flying at Saginaw H.W. Browne Airport!

Fuel prices are currently \$6.05 for Avgas 100 LL, \$5.90 for self-serve Jet-A, and \$7.00 for full-serve Jet-A. The county hangars are at 95% capacity currently.

Approximately 25 new aviation students have completed ground school training at the airport this year, and many are pressing on to do their flight training. There are several rental aircraft available at the airport currently for them to train in.

In December, it was announced that the airport is slated to receive \$145,000 in Airport Improvement Grants in 2023 thru the federal bipartisan infrastructure law.

Here are a few pictures of some of the business jets in and out of Saginaw County Airport the past couple months:



Building Authority

Robert V. Belleman, Building Authority Chairman – 989-790-5211

SAGINAW COUNTY ANIMAL CARE & CONTROL RESOURCE CENTER:

SCACCRC is still on track to be completed by the end of the year with the opening slated for April 2023. This delay is due to a delivery delay for the HVAC system.



DOW EVENT CENTER – PARKING GARAGE

The parking garage project is focused on the elevators and currently has a completion date of February/March 2023. The Dow Event Center has announced the hiring of Steve. St. John as General Manager. His official start date was January 3, 2023 and has already hit the ground running. Welcome Steve!

Commission on Aging (Human Services Committee)

Jessica Sargent, Director - jsargent@saginawcounty.com

Please see Commission on Aging Document, attached.

Controller's Office

Jaime Ceja, Executive Assistant to the Controller – jceja@saginawcounty.com

Do you have documents to send to the Planning Department? PA116 applications, master plan documents should be sent to County of Saginaw, Attn: Controller's Office, 111 S. Michigan Avenue, Saginaw, MI 48602. New Human Capital Management (HCM), personnel, payroll, and benefits software went live on January 1st. We continue to resolve any issues we become aware of.

Emergency Management (Courts and Public Safety Committee)

Lt. Mark Przybylski, Emergency Manager - mprzybylski@saginawcounty.com

The update of two major Countywide plans kept the Saginaw County Office of Emergency Management (OEM) busy during 2022. The Emergency Operations Plan provides information on how Saginaw County Departments and Community Partners will respond to and recover from disasters and was updated in the 1st quarter of the year. The Saginaw County Multijurisdictional Hazard Mitigation Plan (HMP) identifies and prioritizes hazards faced by the County and local jurisdictions and identifies strategies that may mitigate the risk exposure. The HMP was updated throughout the year and will be submitted to FEMA for approval in January 2023.

The OEM participated in or conducted emergency response exercises throughout the county and with regional partners. The triannual MBS Airport full-scale exercise was completed in May. This exercise required the coordination of first responders, hospitals, and other stakeholders from three counties. In addition, emergency Preparedness training and security assessments were conducted for government entities, schools, and businesses throughout the county.

OEM goals for 2023 are to conduct an Emergency Management 101 training for public officials from the county and local units of government. Plans for response to active attackers, mass casualty incidents, and debris management will be created and needed training will be coordinated with local responders. Updating county and state-wide mutual aid agreements (MEMAC) will also be completed.

Challenges for the OEM continue to be fulfilling federal, state, and local needs with limited staffing and funding. Although, the expected addition of a shared position with the Saginaw County Health Department will be helpful.

Equalization (County Services Committee)

Denise Babbitt, Director – dbabbitt@saginawcounty.com

The Equalization staff has had a very busy year. We were able to complete tax roll printing for 28 of the 30 taxing jurisdictions in Saginaw County for both Summer and Winter seasons, as well as processing and preparing all of the personal property statements and assessment change notices.

The Department has finalized the equalization studies in the various classes of property in Saginaw County. These studies are used to determine the ratios and multipliers to be applied to the various classifications of property in all the cities and townships for the 2023 assessment year. We visited over 1200 parcels this year from all classes. Studies were completed and distributed to the Assessors by December 1st. The State Tax Commission has determined that a two-year study be used in the residential class in all cases. Preliminary residential studies were mailed to assessors at the end of September. We are now required to download all studies and reports onto the Michigan Equalization Gateway (MEG) system by January 1st.

The State Tax Commission has set a 7.9% inflation rate to be used in calculating the 2023 property tax Headlee millage rollbacks. However, Proposal A limits the increase in taxable value to inflation rate or 5%, whichever is less, until the property is sold. So that means that property owners can expect a 5% increase in taxable values for 2023 but this cannot exceed the 2023 state equalized value.

Great Lakes Bay Michigan Works! (County Services Committee)

Kristen C. Wenzel, Interim Director – kristenw@michiganworks.com

Please see Great Lakes Bay Michigan Works! Document, attached.

Maintenance (County Services)

Tony DePelsMaeker, Director - adepelsmaeker@saginawcounty.com

Winter is back and brings snow and slippery surfaces. Please use extreme caution during your commutes to and from all county facilities. Below is a list of a few projects we have been working on.

COURTHOUSE

Securities – Camera and entry systems are being evaluated for future needs. The Courthouse is proud to announce the addition of a lactation room. This room is located on the first floor and available by key check out in the Controller's office.

COUNTY OFFICE BUILDING

FOC – Our second-floor restroom improvement project has been completed and back in use. First floor improvements are being considered for needed upgrades.

COMMISSION OF AGING

Parking lot – The needed replacement for walkways and lot improvements has been completed along with upgraded LED outdoor lighting.

PROBATION

Heating – A new boiler has been installed and keeping staff warm while saving on utilities with the upgraded efficiency.

SCACC

New facility – Maintenance has been assisting to help facilitate securities needed at the new site.

Medical Examiner

Dr. Russell Bush MD, Chief Medical Examiner – rbush@saginawcounty.com

The ME's office recruited and started training new investigators with varied background's that will work well in performing quality death investigations. Currently there are 4 MEI's contracted and two already receiving field experience with seasoned investigators. All investigators have been provided county i-Phones for death scene photography, office communications, and storage of necessary forms and contacts.

Sparrow Forensic Pathology has served the Saginaw County Medical Examiner Office for this entire year. As they have become busier with their acquisition of additional counties on long-term contracts, they are unable to manage our added load.

Over the past several months, we have recruited and contracted with Michigan Forensics in St. Clair County who have agreed they have the capacity and willingness to take the load of necessary Saginaw County autopsies. At the beginning of 2023, Sparrow will be finished once all autopsy reports have been completed and returned to the Saginaw Medical Examiner office.

1. Medical Examiner Cases (Investigated) & Non-Medical Examiner Cases (Investigated) 2022

- a. MECs: 749
- b. N-MECs: 577
- c. Total Cases: 1326

2. Medical Examiner Cases (Investigated) & Non-Medical Examiner Cases (Investigated) 2021

- a. MECs: 765
- b. N-MECs: 418
- c. Total Cases: 1183

3. Saginaw County Autopsies by Facility Performing Autopsies

- a. Sparrow: 95
- b. MI Forensics: 33
- c. MIFSM: 14
- d. Total: 140

4. 2022 Saginaw County Cremation Permits (@\$63/Permit): 1568

5. Age Ranges of Saginaw County Decedents Investigated by the Medical Examiner Office

- a. 0-1 38
- b. 2-5 3
- c. 6-18 8
- d. 19-24 15
- e. 25-45 113
- f. 46-55 112
- g. 56-65 219

h. 66-80	478
i. 81-99	348
j. 100+	6
k. TOTAL	<u>1340</u>

6. Transportation

a. 2022

- i. M. L. G.
- ii. Secure Removal Services
- iii. Preferred Services

b. 2023 by RFP

- i. Preferred Removal Services

Mental Health Authority (Human Services Committee)

Sandra M. Lindsey, CEO – 989-797-3400

The highlights of FY 2022 for the Saginaw County Community Mental Health Authority were characterized by workforce challenges, successes, and new opportunities.

Workforce Challenges

Like most employers particularly in health care, the workforce shortages in select disciplines like nursing, social work and psychology were serious in the first three quarters of last year. However, after the reclassification of front facing clinical positions and significant increases in compensation to market levels, things are now much improved. The appropriation from the Michigan legislature of new funds to continue support for wage increases for direct care paraprofessionals through all of FY 2022 and FY 2023 has worked to stabilize residential programs where these staff are critical in supporting the consumers that we serve in this level of care. In addition, SCCMHA has made significant budget investments across the network for all programs, to address the recruitment and retention of staff at all levels.

Diversity Equity and Inclusion (DEI) Initiative

The SCCMHA DEI Team, a cross functional staff group working with Paul Elam, PHD, delivered significant contributions to SCCMHA in FY 2022. An *Organizational Diversity, Equity and Inclusion Assessment Report* for the organization was completed as well as a *Three-Year DEI Implementation Plan* which can be found on our website at <https://www.sccmha.org/about-us/dei/>.

Council on Accreditation of Rehabilitation Facilities (CARF)

CARF representatives completed an accreditation site survey at SCCMHA on November 2-4, 2022, for the first time virtually. This accreditation survey is a reoccurring event every three years. The scope of the survey included virtual tours for health and safety standards including agency vehicles at the Hancock, Albert & Woods, Towerline and Bay Road locations. SCCMHA was surveyed against 1,730 CARF standards. These standards included the subjects of governance, many administrative functions and a wide variety of clinical programs that render services and supports to all three primary populations including, persons with mental illness (MI), persons with intellectual and developmental disabilities (IDD) and children and youth with serious emotional disorders (SED). The survey outcome based upon the exit conference and the CARF Report of this survey was the best result of the last 20 years, despite most of the period under review happening during a

pandemic. SCCMHA received only two recommendations and CARF called out 13 organizational strengths and awarded the organization another 3-Year Accreditation. The CARF Accreditation Letter and full CARF Report can be found on our website at the following link <https://www.sccmha.org/about-us/quality/carf-accreditation.html>.

Certification of Saginaw CMH as a Certified Community Behavioral Health Clinic (CCBHC)

SCCMHA was included as one of thirteen implementation sites in FY 22 by MDHHS for their federal CCBHC Demonstration an Expansion State funded by the Substance Abuse and Mental Health Service Administration. Provisional certification by MDHHS about a year ago and became fully certified as a CCBHC on April 28th of this year.

Certification substantiates that we are meeting the new CCBHC federal standards for behavioral health services to adults and children/youth. It also will permit the enrollment of persons with IDD if they have an accompanying psychiatric diagnosis. Certification also allows us to draw down extra funding for select service billing codes in an arrangement called a Perspective Payment that draws down a daily rate per enrolled consumer on days when select service encounters occur.

Our implementation has begun with services through our own board operated programs, and we are building the infrastructure now to continue to bring more of our contracted network under the CCBHC umbrella this fiscal year. In addition, we will be adding services for persons with mild/moderate diagnosis and those with primary substance use disorders not previously eligible for our serves. This will allow us to open our doors to service wider and include more persons with commercial insurance or those who are under or uninsured.

To date 2,934 persons have been enrolled in CCBHC, with additional persons being added each week. As we include more of our network providers in our efforts, the enrollment will expand dramatically this year.

SCCMHA was honored by Michigan's U.S. Senator Debbie Stabenow visit to the offices of Saginaw County Community Mental Health Authority (SCCMHA) on Wednesday, August 10th to learn about SCCMHA's experiences, accomplishments, and challenges with Certified Community Behavior Health Clinic operations.

The MDHHS CCBHC Demonstration will run through 2027.

Mosquito Abatement (Human Services Committee)

William Stanuszek – Director - stanuszek@scmac.org

The following highlights Mosquito Control's 2022 accomplishments as well as previews our 2023 season. The unique dry conditions this year limited mosquito nuisance, however, mosquito-borne disease was near average within mosquito and bird populations. With 46 control seasons experienced, we continue to make strides in our abilities to control mosquitoes and related diseases in a sustainable, cost-effective manner with the least impact to the environment.

Our 2022 Annual Report offers a full account of this past season and is available on our website, <https://www.saginawmosquito.com/>

2022 Accomplishments

- Increased larval control efforts using long-lasting control products and new equipment while including additional communities to this program.

- Created Public Use Area treatment program for parks, campgrounds, and civic groups to address site specific mosquito challenges promoting greater public enjoyment.
- Developed Public Notification App accessible via a smart device. Residents can receive updates about our community treatment activities as well as request certain services.
- Streamlined employee communication and hiring processes through the development of an employee portal (web-based) to access forms, communications, and resources.
- The 2022 November election saw the approval of the Mosquito Abatement Millage for the next 20 years.
- Design of new facility in preparation of moving operations in 2024.
- Collected over 4,500 scrap tires through our Scrap Tire Collection program, which included the return of off-site tire drives that occurred in St. Charles and Taymouth Townships.

2023 Goals

- Begin facility construction with expected move in 2024.
- Increase public education and access through on-line access to services, forms, and information, active social media, podcasts, and attending civic events.
- Explore the practicality and value of tick and tick-borne disease surveillance to Saginaw County communities, working with SCHD Environmental Health and MSU.
- Field-testing new larval control equipment that targets immediate concerns with new and existing disease-carrying mosquitoes.
- Research current threat and possible control strategies of permanent water mosquitoes in large wetland areas through collaboration with neighboring Mosquito Control districts.
- Explore capacity and practicality of drone use for mosquito control and surveillance.
- Further promotion of our Public Notification App, *Saginaw Mosquito Notifications* available through App store (Apple) or Google Play Store (Android).
-

MSU Extension (Human Services Committee)

Mark Rankin, District Coordinator – rankinm1@msu.edu

Please see MSU Extension Document, attached.

Parks and Recreation (See attachment p. 21-22) (County Services Committee)

Brian Keenan-Lechel, Director - blechel@saginawcounty.com

SAGINAW COUNTY PARKS SUMMER 2022 BY THE NUMBERS:

- 104,241 combined patrons at Imerman Memorial Park and Haithco Recreation Area between Memorial Day and Labor Day.
- +23,009 patron increase (28%) from 2021, our busiest season on record.
- 250+ Pavilion Reservations
- 31 fantastic seasonal staff
- 6 full-time staff

1 HECK OF A SUMMER!

Please click below to read an MLive article about Saginaw County Parks and Recreation:

<https://www.mlive.com/news/saginaw-bay-city/2022/09/a-record-number-of-people-visited-saginaw-county-parks-this-summer-heres-why.html>

- Saginaw County Parks first “Pints and Paddle” event was a great success, with over 60 attendees providing very positive feedback. Participants paddled the Tittabawassee River from Festival Park in Freeland to Imerman Memorial Park in Saginaw Twp.
- Senior golf cart rides on the Saginaw Valley Rail Trail took place October 4-6 and were nearly sold out for this popular free program (40 seniors each day 120 total).

Please click the link below to see the Parks and Recreation Newsletter, also attached at the end of the report.

<https://www.saginawcounty.com/media/r1jeshdk/winter-2023-newsletter-6pgwebsite.pdf>

Personnel/Labor Relations (Labor Relations Committee)

Jennifer Broadfoot – Personnel Director - jbroadfoot@saginawcounty.com

This spring, negotiations concluded on all collective bargaining agreements that expired on September 30, 2021. Contracts were approved with the Teamsters General Unit and Public Health Nurses Unit in April, 2022; COAM Command Lieutenants in February, 2022; and POAM Non-312, Assistant Prosecutors and Animal Care in January, 2022. As the contract drafts have been finalized, they have also been added to the County’s webpage.

Negotiations began with POAM Sheriff Deputies and COAM Sergeants this summer. The POAM Deputies settled in January and negotiations with COAM Sergeants is still ongoing.

Personnel has been working throughout the year on the configuration and set up of the various HR modules within the new Tyler Munis Human Capital Management System. Employee Self Service launched in August, 2022. Initial end user training on the Personnel Actions System was also conducted that month. Configuration of the Recruitment and Applicant tracking modules continues with end user training and implementation of the new system expected in early 2023.

The County also began to hold management training sessions on a monthly basis for all County Department Heads and Managers. Initial sessions focused on mental health and substance abuse awareness, having difficult conversations with employees, and dealing with holiday stress and featured speakers from HealthSource Saginaw and Child and Family Services. Sessions will continue in 2023.

The County has continued its membership in the American Society of Employers (ASE). ASE offers its members a number of training opportunities at discounted rates. General courses of study are for Administrative Assistants, Leadership and Customer Service. Many Human Resource classes are also offered. A course catalog can be found on ASE’s website, www.aseonline.org. Classes are held at ASE’s Livonia Office and on-line.

Saginaw County Convention and Visitor’s Bureau

Annette Rummel – CEO, Travel Trailblazer – 989-245-1223

Challenges:

- Ongoing: Staff was reduced due to Covid-19. Full replacement of staff has yet to occur. A conscious decision has been made to complete all the organizational plans prior to adding staff.

- The economy is having an impact on Holiday Travel spend as only 24% of American Travelers plan to spend more this year (down from 31% in Sept.) and 27% indicate they will spend less (up from 19% in Sept.)!
- Concerns about rising gas prices impacting travel decisions have stabilized with only 21% indicating they would greatly impact their decision to travel and 41% saying it would impact their decisions to travel.
- Travelers continue to reallocate their spending to accommodate their budget as well as staying closer to home... However not as significantly as this past summer.
- While 47% of American travelers indicate COVID-19 no longer impacts their decision to travel, keep in mind that 33% still indicate that they are still changing their travel plans due to the pandemic... (COVID-19 may be endemic, but it's impact on travel is not gone yet)!

Opportunities

- Demand remains robust as only 13% of those travelers asked about their spend said they do not have plans to travel this Holiday Season... and we still see 91% of American travelers with plans to go somewhere in the next six months (which bodes well for the Holiday Season...and Spring Break '23)!
- Leisure travel demand is likely to remain strong. However, it will be led by the affluent and by older generations of travelers.
- Market to attract travelers in general tourism, sporting events, and motorcoach. Continued to sell to meeting planners with successes in booking their future gatherings. The Saginaw County CVB, along with the other County CVB organizations, are aggressively investing in outdoor advertising. As of today, revenues continue to rebound within Saginaw County, however work remains to be done to build occupancy as compared to pre-CV19 levels.

Saginaw Future/Economic Development (County Services Committee)

JoAnn Crary – President – jcrary@saginawfuture.com

Saginaw County Projects

By the end of December 2022, Saginaw Future Inc. (SFI) had assisted more than 30 businesses with expansions and attracted others to the area. Total jobs created and retained was more than 1,700 with an investment of more than \$570 million.

An average of 35 projects are announced and assisted by SFI annually. A typical project can take from 10 hours to 200 hours with an average of 50 hours. Each of these projects add to the County's tax base including business expansions, those attracted to the county, and new business start-ups. Saginaw Future staff provides technical assistance, incentives or referrals in areas such as financing, infrastructure grants, incentive packaging, business planning, labor training, demographics, site location and many other areas of need.

Saginaw Future Administration Services for the County of Saginaw

- Great Lakes Tech Park
- Economic Development Corporation of the County of Saginaw
- Saginaw County Brownfield Redevelopment Authority
- Annual Economic Report
- Response to Controller on specific requests
- Bond Rating Agency Questions and updated economic data
- Sites/buildings for potential County facilities

Corporate Watch Calls are scheduled by SFI staff members bringing in representatives of the Michigan Economic Development Corporation and other service providers to meet with area executives. The purpose is to discuss

the company's plans for expansion and potential barriers to growth. Over the past year, SFI met with 232 companies.

Talent Attraction The availability of talent and a skilled workforce is becoming an increasingly important factor in retaining, expanding, attracting new businesses in Saginaw County. SFI has collaborated with regional community colleges, universities, the Michigan Economic Development Corporation and Great Lakes Bay Michigan Works! to assist in preparing our current workforce to help bridge the talent gap. In the fall of 2022, SFI assisted with a Coming Home employment mixer with Back To Michigan - a statewide effort and Great Lakes Bay Region 5. Twenty-three regional employers met in-person with over 75 job seekers.

Saginaw Future PTAC provides no fee assistance to businesses that are interested in providing goods and services to federal, state and local governments. Over the past year, the Saginaw Future Procurement Technical Assistance Center assisted 54 companies attain 525 contracts valued at nearly \$27 million.

Community and Redevelopment Grants

Saginaw Future, on behalf of the City of Saginaw, submitted a \$4 million appropriations request to Congressman Kildee's office. The proposal is for infrastructure work to prepare a site in downtown Saginaw for future development including, the relocation of overhead transmission lines, installation of a seawall, sub-surface utility work, street abandonment and parking.

Michigan Economic Development Corporation (MEDC) Community Revitalization Program - the Michigan Strategic Fund awarded Gemini Capital Management VIII, LLC a \$1.92 million Community Revitalization Program loan/grant.

MEDC Training Equipment Grants - the Michigan Legislature provided funding for the Training Center Equipment Grant program. The MEDC provided Saginaw Future with \$110,963 in funding for eligible applicants purchasing training equipment in Saginaw and Bay Counties. Six applications were received and a review panel from SFI, Bay Future and Great Lakes Bay Michigan Works reviewed and scored the applications. Funds were awarded to:

- General Motors Saginaw Metal Casting Operations - \$25,000
- Hemlock Semiconductor - \$45,000
- JetTool (aka, Chesaning Manufacturing) - \$25,000
- Wright K Technology, Inc. (now Koops Automation) - \$10,645

Saginaw Valley State University/ Michigan Manufacturing Technology Center (MMTC) Industry 4.0 Grants - funds were provided by the MEDC and the MMTC awarded three grants totaling \$25,000. Saginaw Future helped develop the grant process, along with marketing and scoring.

- Kremin Inc. - \$10,000
- Amigo Mobility International - \$10,000
- Bay Machining & Sales - \$5,000

MEDC Match on Main - Saginaw Future assisted READ association with a Match on Main grant through MEDC. The organization was awarded \$25,000 toward the purchase of furniture and technology equipment for their project.

MEDC State Trade Export Program (STEP) - SFI connects Saginaw County businesses, seeking export opportunities to the MEDC for grants to support marketing efforts. These grants are available to fund efforts that help increase export sales through various means including trade show attendance costs, exhibitor costs, website development, international marketing materials and travel. The following companies received assistance in the 2022 program year:

- Duperon Corporation

- Amigo Mobility International
- Banner-Day
- Homestead Elements
- Endurance Carbide
- Fullerton Tool Company

Marketing & Tools

- SFI worked on 125 responses to Leads in the County of Saginaw
- Property Database - www.GreatLakesBaySites.com
 - 187 County of Saginaw Sites Listed
 - 362 County of Saginaw Buildings
- 54 business development research reports, advertisements and tradeshow promoting Saginaw County
- More than 120 SFI Communications Featuring Saginaw County Companies and Opportunities
- Saginaw Future helped develop a new aerial video for the Great Lakes Tech Park
<https://www.youtube.com/watch?v=4CT-I7KLpfE>

Saginaw Future Inc. has been reaccredited by the International Economic Developers Council (IEDC) for the third time. The Accredited Economic Development Organization (AEDO) Program recognizes the professional excellence of economic development organizations (EDOs). The AEDO Program provides EDOs with independent feedback on operations, structure and procedures. With the AEDO recognition, Saginaw Future is part of an elite network of EDOs who have gone through the accreditation process. The IEDC has over 5,000 members and only 71 organizations are accredited. The AEDO status recognizes Saginaw Future as a leading authority on economic-related issues.

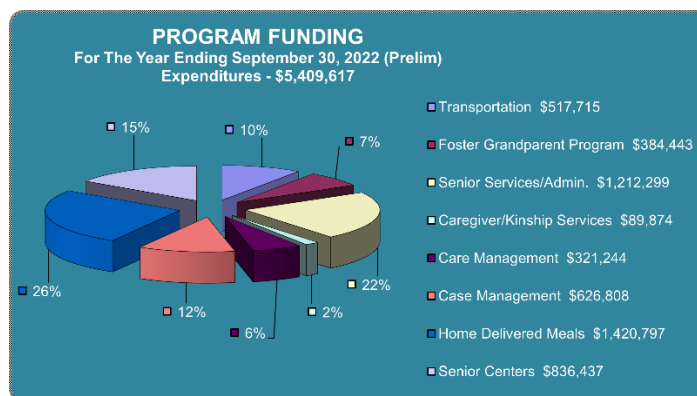
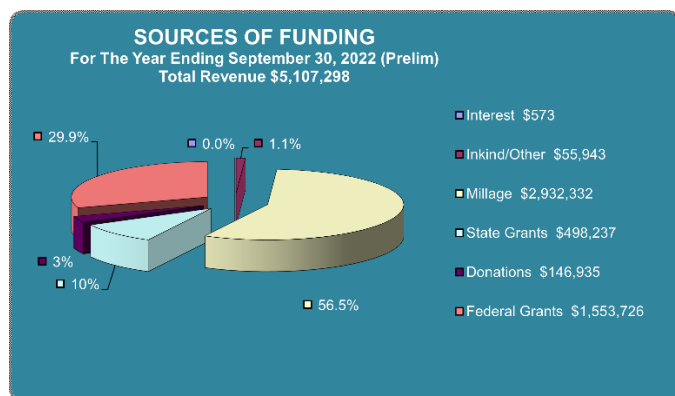
PLEASE SAVE THE DATE - Saginaw Future 31st ANNUAL AWARDS Luncheon
Monday, March 6th, 2023
11:00AM Networking - 11:30AM to 1:00PM Program
The Bavarian Inn Lodge

Saginaw County Health Department (Human Services Committee)
Christina Harrington, Health Officer – charrington@saginawcounty.com

Please see Health Department Document, attached.

DEPARTMENT NAME: Commission on Aging

YEAR END SUMMARY



It is the MISSION of the Saginaw County Commission on Aging to develop and provide a comprehensive array of services, programs, and opportunities to enhance the quality of life for older adults.

69 Employees (26 full-time, 28 part-time, 15 temp/on-call)	
Transportation	Provided 8,212 one-way trips to medical appointments and grocery shopping to 378 clients. Logging 149,233 miles
Meals on Wheels	Prepared and delivered 152,843 meals on 1,076 homebound older adults
Congregate (Senior Center)	Prepared and served 41,718 meals to 593 participants through in-person dining or "to-go"
Information & Referral (I&R)	Assisted 7,452 callers with requests for I & R
Volunteer Support	194 volunteers gave 13,821 hours of service (that's the comparable equivalent of 6.5 full-time employees)
Case Coordination & Support	Served 1,018 clients with 5,622 consumer hours
Care Management	Assisted 94 clients
In-Home Support (Homemaking, Personal Care, Respite)	Assisted 260 clients with 1,207 consumer hours
Caregiver & Kinship Support	Served 42 individuals with 1,188 consumer hours
Foster Grandparent Program	Partnered with 14 schools
Minority Outreach	Provided 533 hours to 297 individuals

AGENCY HIGHLIGHTS:

- The return of agency annual events including, Senior Day at the Zoo, Annual Senior Picnic at Haithco Park, Volunteer Recognition.
- Foster Grandparent Program celebrated their 25th year of serving in Saginaw County! Those serving celebrated with a recognition dinner at Horizons. Many teachers and administrators joined the celebration and Commissioners Carl Ruth and Sheldon Matthews along with Joyce Seals spoke words of appreciation to the volunteers.
- All staff participated in “Staff Day”. Closed all services/programs for the day and held a training on important agency topics. Program staff that work at different locations had an opportunity to get to know each other and staff with 15+ years of service were presented certificates of recognition by COA board members.
- Developed the Senior Services Strategic Plan (on the COA website).
- Engaged with WTA Architects to complete a facility analysis of the two County owned COA buildings (Eleanor Frank/Main Office and Marie Davis). The final report should be received in January 2023.
- The Board of Commissioners approved \$1,699,837 million in American Rescue Plan Act (ARPA) funding to support specific projects and lost revenue at the agency. This support will address several critical capital improvements needed at the main office and Marie Davis Senior Center, and support equipment needs at other senior center locations for the operation of the Meals on Wheels and Congregate Dining programming.
- COA was awarded additional funding under the Older American Act funding for specific programming for FY23 and FY24 which will aid in supporting increased costs of food and fuel for the nutrition program and also allow the agency to expand the Case Coordination and Support program.
- Received notification of a grant for the Transportation program to expand the fleet for two electric vehicles and all facilities necessary to house electric model vehicles. The agency anticipates official notification of the award in FY23.
- 500 Senior Project Fresh Coupons distributed to Saginaw County older adults. Each person received a \$25 coupon book to use on Michigan fruits/vegetables at local farmers markets.
- Kinship Program, in partnership with Region VIII AAA, distributed backpack and school supplies to older adults raising related minors.

EXTERNAL PARTNERSHIPS:

- Collaboration with Region VII Area Agency on Aging to host four (4) employees through the Senior Community Service Employment Program. Staff assist at the Marie Davis, Friendship and Eleanor Frank Center. There is no local cost (only in-kind for supervision) to support these positions and it greatly assists with agency special projects/programming.
- Foster Grandparent Program partnered with nursing students from SVSU to assist with volunteer physicals and advanced computer programming. Students from the college have been in the process of creating new software to enhance productivity and accuracy with record-keeping.
- This is the fourth year COA has partnered with Saginaw Intermediate School District (ISD)’s Work Based Learning program. Students assisted with packaging of home delivered and congregate meals.
- Partnered with the Parkinson’s Support Group to offer space and equipment needed to hold monthly meetings with residents.
- Partnered with Delta College Public Media to highlight senior service organizations in the Tri-County Region (our segment featured Meals on Wheels- available on COA’s Facebook page).
- Added a new event, in collaboration with YMCA of Saginaw, to host “Senior Healthy Living Expo” to include vendors, lunch, prizes, class demo’s, tours, and more.
- The COA board approved the expansion of the Friendship Senior Center (located inside of the YMCA) to offer more space and a vision of a recreation area to account for the growing number of participants at the center. More information to come in the next year.

FACILITY UPDATES:

- Marie Davis Senior Center parking lot and sidewalks were updated to ensure a safe walkway for participants at the center.
- Emergency exit door and door frame was updated and replaced at the main office building. This is the fire exit for employees with offices in the lower level.

AGENCY PROGRAMS & SERVICES OFFERED THROUGHOUT THE YEAR WOULD NOT BE POSSIBLE WITHOUT DEDICATED STAFF, VOLUNTEERS, AND VALUED PARTNERSHIPS.



Robert Report Q4 2022

Leadership Changes Pave the Way for Continued Success



New leaders at the board and administrative levels signal an exciting “reset” for Great Lakes Bay Michigan Works! (GLBMW) and position the organization for continued momentum forward serving the region’s employers and job seekers.

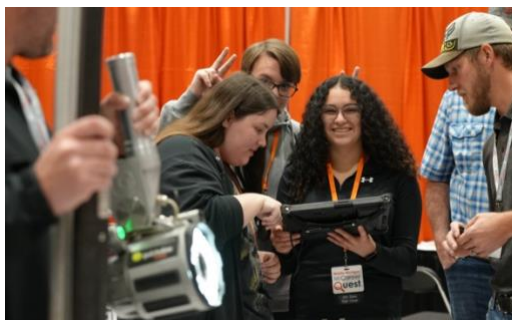
Erik Rodriguez, public relations director for the Saginaw Chippewa Indian Tribe, has been named chair of the Great Lakes Bay Michigan Works! Workforce Board. Vaughn Begick, commissioner for Bay County’s 3rd District, has assumed the role of Consortium Board chair. Kristen Wenzel was recently approved as the acting chief executive officer.



Builds Future Talent Pipeline



After a successful inaugural event in 2019 followed by two cancellations caused by the pandemic, MiCareerQuest was held as a face-to-face event at SVSU’s Ryder Center on October 28. The event was again co-hosted by Great Lakes Bay Michigan Works! and Michigan Works! Region 7B, bringing together more than 5,000 10th graders from 11 counties and 67 school districts with more than 70 employers from around the region. Those 70 employers – representing Advanced Manufacturing, Agribusiness, Construction, Health Sciences, and Information Technology – brought 500 of their “A team” employees to engage students in hands-on activities and share their passion for their careers.



Students threaded electrical wire, riveted an airplane wing, performed CPR and touched a lung, participated in a sugar assembly line, climbed aboard a luxury pontoon boat, and so much more. View a short highlight video [here](#).



The event is designed to create a future talent pipeline for employers by showing young people the exciting, high-demand occupations available right here at home. It would not be possible without 400 volunteers and generous sponsors including UA Local 85, McLaren, LiUNA! Local 1098, Dow, Rollin M. Gerstacker Foundation, Nexteer, Covenant HealthCare, Hemlock Semiconductor, Duro-Last, MyMichigan Health, DHT, IBEW Local 692, SC Johnson, Kalitta Air, CMU College of Health Professions, SVSU, Great Lakes Bay Job Fair, Bandit, Alternative Educational Academy of Ogemaw County, Avalon & Tahoe, CMU College of Science and Engineering, Consumers Energy, Delta College, CTE, IBEW 557, Michigan Sugar, MiSTEM Network East Central Michigan Region, Morley, North Central Michigan Community Foundation, Spence Brothers, Vantage Plastics, Kapex Manufacturing, Case Systems.

Isabella County Employer and Saginaw County Job Seeker Showcased in mLive “Michigan’s Best” Features

This quarter, mLive featured Great Lakes Bay Michigan Works! in two articles and videos – Bandit Industries of Mt. Pleasant and Saginaw’s Christopher Arroy and his employer StoneQuest – as part of the news outlet’s “Michigan’s Best” series.

From posting job opportunities on Pure Michigan Talent Connect to running job fairs and providing workforce training, GLBMW became an essential ally for Bandit – an Isabella County employer that has used our assistance to more than double their workforce from 300 to 700 employers.

Christopher Arroy was working an “in-between” job driving a delivery truck part-time, trying to plan his next career move to support his growing family. None of the paths he started down seemed to gain traction until some friends suggested that he pursue an upgraded commercial driver’s license. GLBMW helped Chris pay for his training, provided career coaching, and helped with his job search that resulted in an excellent position with StoneQuest.

These are just two of many, many ways GLBMW changes lives and impacts businesses. Watch the videos and read the articles here ([Bandit](#)) and ([Christopher Arroy](#)) to learn more. Follow up statistics suggest that more than 12,000 people saw the articles and viewed the videos with 800 engagements, and 200 clicks.



Going PRO Talent Fund Awards Program Introduces Changes – Helps Employers with Training Needs

Our 10 business services professionals have been incredibly busy understanding and communicating changes to this year's Going PRO Talent Fund Awards Program – which now has two application cycles rather than one. The program provides funding enabling area employers to train new and existing employees to maintain competitiveness. Access to Going PRO Talent Funds in this area is possible only through a proprietary grant process spearheaded by GLBMW. We partner with local economic developers as well as regional training providers and chambers of commerce to refer employers to the application process. For this cycle, our team is working with 45 requests from employers for assistance with their grant applications.

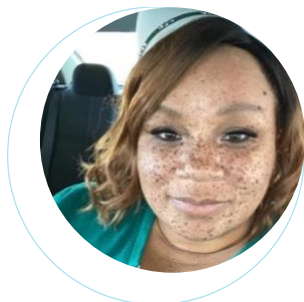
In a typical year, the training dollars awarded in our region are used by employers for training in areas like lean manufacturing, inventory management, blueprint reading, advanced safety, welding, and accounting. Apprenticeships are highly favored by the Michigan Department of Labor and Economic Opportunity, where the funds come from. In the past, awards have ranged from \$1,000 to hundreds of thousands per employer.

Service Center Traffic Triples, Lives Changed

Post pandemic, we reopened again to the public in 2021 with both virtual and in-person services and have steadily seen traffic increase, nearly tripling since we reopened – with 45,000 visitors this year. Nearly 20% of services are still delivered virtually. A recent marketing campaign helped keep the increase in demand growing to pre-pandemic levels with increased awareness of our services for resume development, career coaching, scholarships, training opportunities, workshops, and other job search skill development assistance.

We also changed our service delivery model from case managers to career coaches with favorable response. And we continue to see a surge for help from Futures for Frontliners and MI Reconnect clients seeking additional financial assistance.

For our staff, the surge in numbers represents far more than statistics or performance measures. They are lives changed. These recent “success stories” reflect the work in our buildings across five counties every day.



Shirley-Rose Caffey told us, “Michigan Works! was my life saver” for helping with her LPN licensing fees. With her improved education and credentials, her wages increased from \$12 as a hospice aid to \$20.50 as an LPN with CSL Plasma.

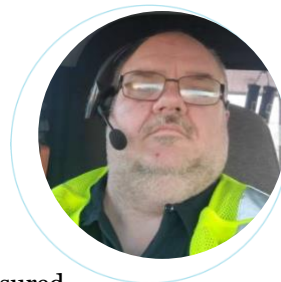
Tammy Horton worked in direct patient care at McBride Quality Care for 30 years before booking a re-employment appointment at the Isabella Service Center. There GLBMW staff delivered the personalized attention she needed to update her resume, effectively search for a position less taxing on her body, and land a new position as a patient register with McLaren Central Michigan.





Aarika Hoseska came to Great Lakes Bay Michigan Works! in Saginaw as a CENA making \$14.45 at Covenant and studying to complete her BSN. After running into financial issues, she came to GLBMW to determine eligibility for training funds. Our scholarships helped her complete her remaining three semesters of schools and pay for testing and fingerprinting. She now makes \$32/hour as a nurse on an orthopedic unit at Covenant.

David Johnson came to GLBMW for a career change. We paid for CDL-A truck driving training and helped him do effective job searching – landing a job at Meijer working 40+ hours a week making \$46.70.



Jackie Loperena used our funds to get her car registered and insured, allowing her to legitimately drive back and forth to work without worrying about “driving dirty.” She is also taking advantage of mileage reimbursement to ensure she has transportation funds and auto repairs to reliably get to her job at HealthSource making more than \$17 as a CNA.

Joel Yoder dropped out of high school in 9th grade, doing side jobs that included some welding. GLBMW helped him earn his GED and complete a Mid Michigan College Short-term welding training program after which he started a welding job at Bandit for \$17/hr.



Sandy Gallagher Earns Shining Star Award



Each year at the Michigan Works! Association conference, each Michigan Works! agency around the state names a staff member for recognition as a “shining star.” This year, GLBMW selected Sandy Gallagher, executive assistant to our Business Services Team. Sandy’s impact, value and contribution to our team is impossible to quantify. She is the glue that pulls together 10 business services professionals, the focal point for the valuable job postings we place on social media, the go-to resource that helps our organization respond effectively to employer requests for assistance with Going PRO Talent Fund grant requests. THANK YOU, Sandie for your hard work, dedication, loyalty and contributions to changing lives and impacting businesses!

Other Operational Highlights This Quarter

- GLBMW went through another successful equal opportunity audit by the state.
- Our board launched a strategic planning initiative last spring. That work has continued through our leadership change with results expected in Q1 2023.
- Significant technology investments over the past 2-3 years have helped GLBMW reduce expenses and enhance security this and every quarter.



Annual Report: January 1st – December 31st, 2022 - Saginaw, MI



Michigan State University (MSU) Extension delivers affordable, relevant, evidence-based education to help adults, young people, and families in urban and rural communities be healthy. Programs focus on helping participants gain the skills they need to buy and prepare nutritious, budget-friendly foods; increase their physical activity; breastfeed their babies; and stretch their food dollars.



Throughout the state, community nutrition instructors (CNI's) deliver comprehensive, evidence-based programming to **SNAP-Ed** and **EFNEP**-eligible participants in their communities. These programs include face-to-face classroom instruction, one-time health presentations or demonstrations, and initiatives that improve the policy, system, or environmental factors of an organization, worksite, or school.

PROGRAM REACH



631

Youth participants
reached through
direct education
programming

735

Adults reached
through direct
education
programming

16

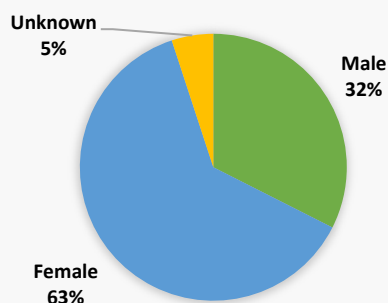
Partner
organizations

4

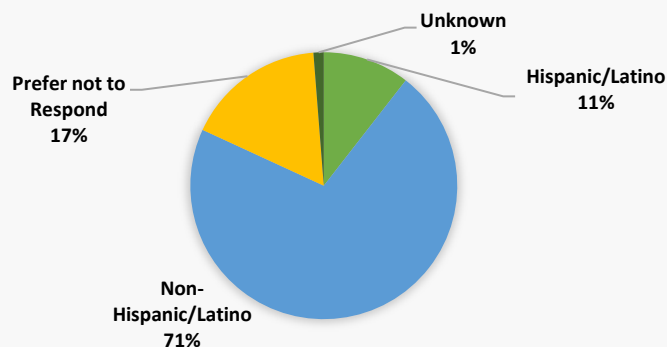
Local network
coalitions

PARTICIPANT DEMOGRAPHICS

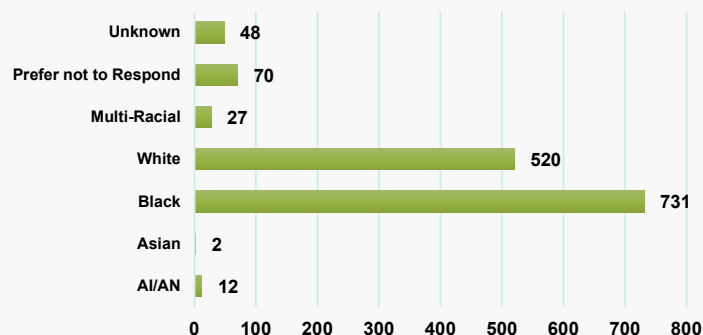
GENDER



ETHNICITY



RACE



Success Stories

Nola Auernhamer and I were just getting ready to start the second lesson with the Cooking For One program. One of the participants was telling me that she used the water bottle to do the Hydration Challenge. Over the course of the first week she drank 75 oz. a day. She commented that she felt so good. Prior to doing this challenge she remarked that she was experiencing a lot of achiness, however, as the week went on and she continued the challenge she noticed that her achiness was subsiding and by the time she came to the class she was no longer experiencing the achiness. She attributed the change to her level of hydration and will continue to make this part of her daily routine.



Below is a summary of **SNAP-Ed** and **EFNEP** nutrition education youth programming in **Saginaw County** from January 1st to December 31, 2022. Participants in series-based programming were asked to complete a pre- and posttest survey before and after the program, respectively. Only participants who completed both surveys are included in the following outcomes: missing data for each item was excluded casewise. Students in grades K-2nd were assessed using a Teacher Observation Form at the end of programming.

SNAP-ED: YOUTH GRADES 6th-12th

45% Increased vegetable consumption



19% Increased low-fat or fat-free milk consumption



33% Increased fruit consumption



27% Reduced sugary beverage consumption



33% Increased whole grain consumption



K-2nd Grade Teacher Observation Form

Teachers observed the following improvements in their student's healthy behaviors:

- 100% of teachers observed more handwashing behaviors
- 100% of teachers observed students being more physically active
- 82% of teachers observed their students eating more fruits and vegetables

PHYSICAL ACTIVITY



43%

Improved physical activity participation



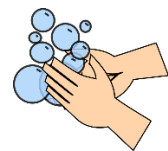
41%

Reduced their screen time habits

FOOD SAFETY

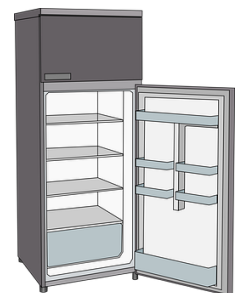
24%

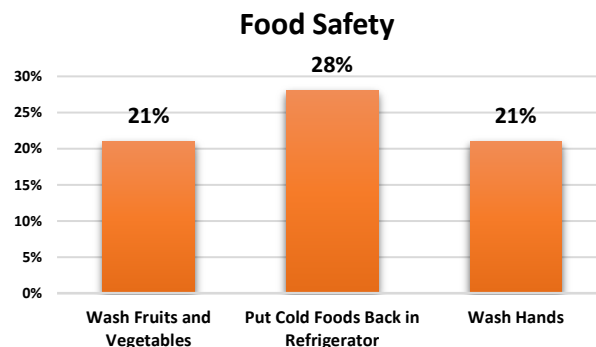
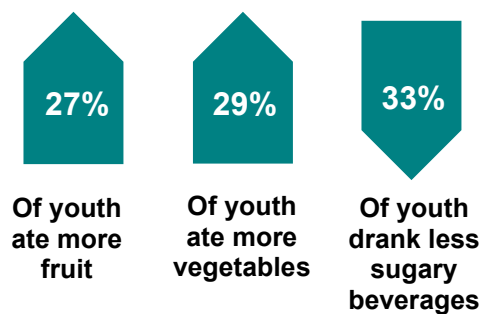
Wash their hands more often



48%

Put cold foods back in the refrigerator more often



EFNEP: YOUTH GRADES 3rd-5th

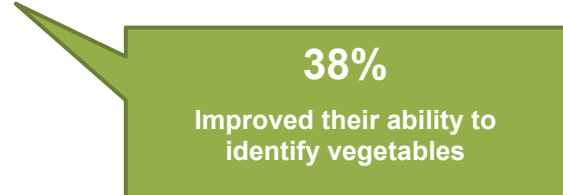
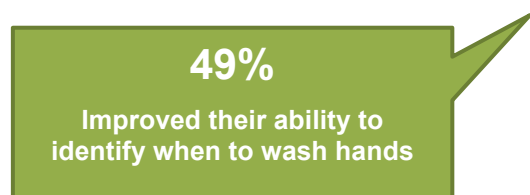
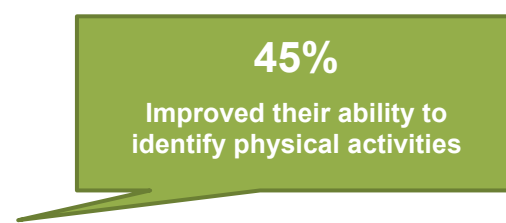
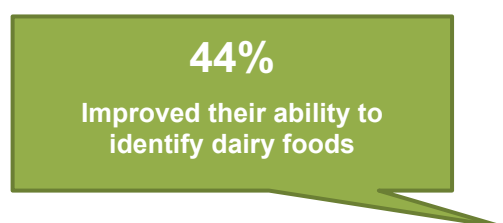
35%

Of youth were more physically active



25%






Of youth reduced their screen time

EFNEP: YOUTH GRADES K-2nd

SNAP-ED: ADULT PARTICIPANTS




Below is a summary of **SNAP-Ed** nutrition education adult programming in **Saginaw County** from January 1st to December 31, 2022. Participants in series-based programming were asked to complete a pre- and posttest survey before and after the program, respectively. Only participants who completed both surveys are included in the following outcomes: missing data for each item was excluded case wise.

Food Resource Management

-  37% of participants **planned meals in advance** more often
-  23% of participants **compare prices when shopping** more often
-  41% of participants reported **using a food budget** when shopping more often
-  41% of participants reported **using coupons while shopping** more often
-  59% of participants reported using a **grocery list** more often








Food Safety Practices

-  37% of participants were less likely to **thaw frozen meat at room temperature**
-  15% of participants improved **hand washing** behaviors
-  20% of participants use a **meat thermometer** while cooking more often






Diet Quality

-  41% of participants reported an increase in **fruit** consumption
-  30% of participants reported an increase in **vegetable** consumption
-  48% of participants reported consuming more **legumes**
-  15% of participants reported consuming more **milk or soymilk**
-  19% of participants reported consuming more **yogurt or smoothies**



Physical Activity

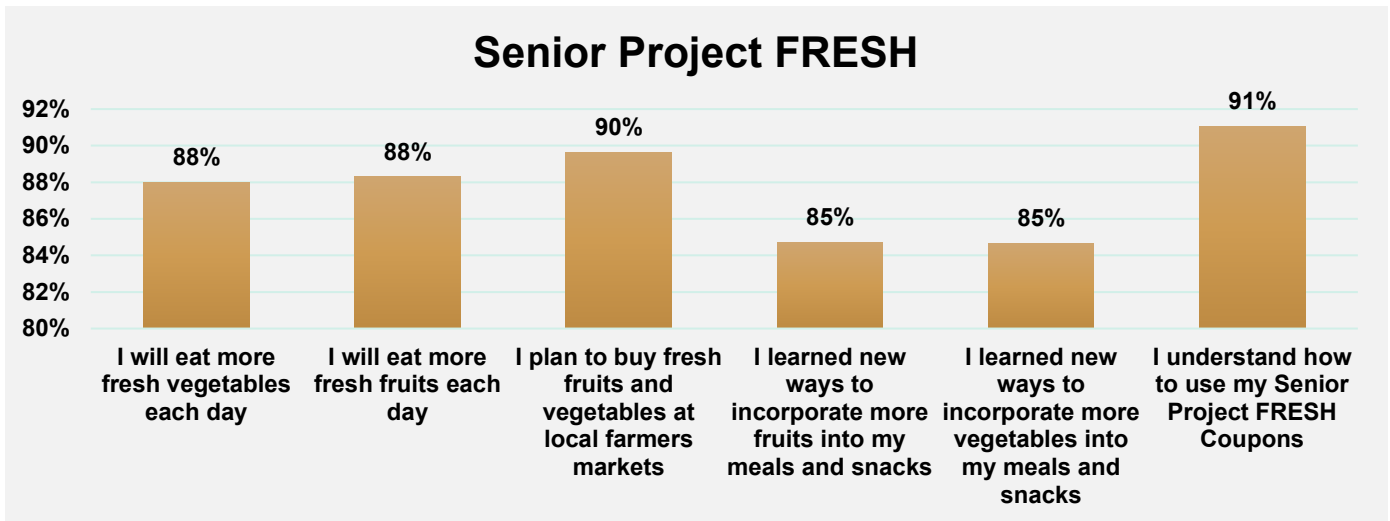
-  7% increased their participation in **moderate physical activity**
-  23% of participants increased participation in **muscle-strengthening activities**
-  56% of participants made **small changes in their daily routine** to be more active



Senior Project FRESH

Senior Project FRESH is a nutrition education program designed to help older adults improve their fruit and vegetable consumption. The program encourages participants to shop their local farmers markets for fresh produce and instructs participants how to use their food assistance benefits to purchase fruits and vegetables.

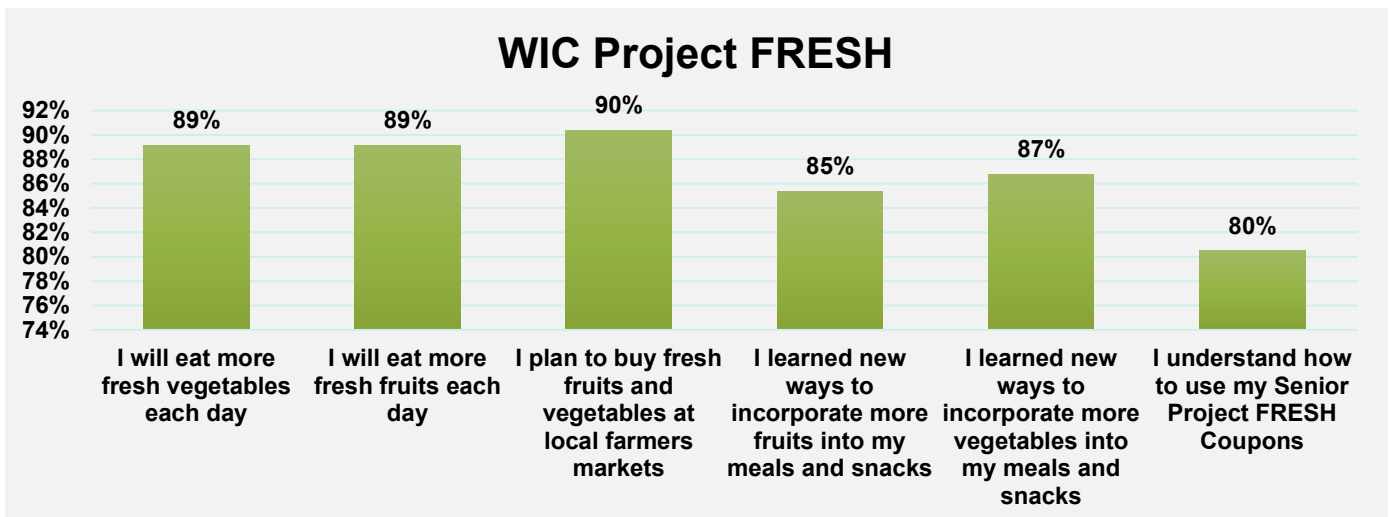
In FY22, 429 adults participated in the Senior Project FRESH program in Saginaw County. At the end of the presentation, participant were asked to complete a brief survey about their intentions to purchase and consume fruits and vegetables, as well as use their program coupons at their farmers market. Below is a summary of their responses.



WIC Project FRESH

This program provides healthy and nutritious produce to Michigan WIC participants. The program encourages participants to shop their local farmers markets for fresh produce and instructs participants how to use their food assistance benefits to purchase fruits and vegetables.

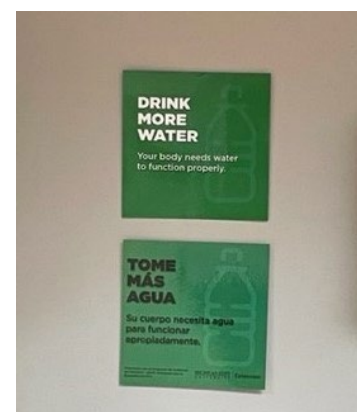
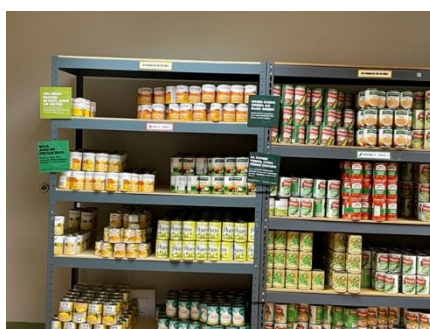
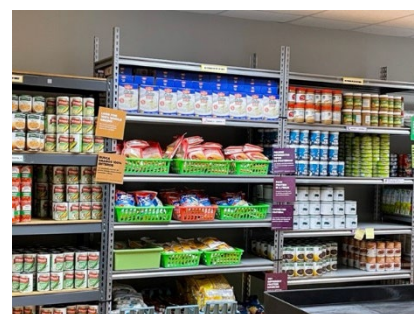
In FY22, the program reached 83 participants in Saginaw County. At the end of the presentation, participant were asked to complete a brief survey about their intentions to purchase and consume fruits and vegetables, as well as use their program coupons at their farmers market. Below is a summary of their responses.



Program Impact – Policy, Systems, and Environmental Changes

Coaching from MSU Extension Community Nutrition Instructor, Maggie Dougherty, resulted in the Ascension St. Mary's Center of Hope food pantry adopting new nutrition policies, system and environmental supports. So far, over 175 adults visit the pantry once per month. Changes made included:

- A policy was made to buy no salt added or low salt, fruit in water or natural juice canned food, fresh fruit and vegetables when available.
- The layout and items per shelf were changed to follow the MyPlate food group categories.
- The pantry follows a client-choice grocery store style model so shoppers can pick items they will eat.
- The staff of the community center has been making sample dishes of more healthy choices and while people wait their turn, they enjoy the samples and the often pick those items from the pantry.



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Recreation Station Newsletter

Winter 2023

Volume 16 Issue 1



A message from Parks Director Brian Keenan-Lechel:

Snow, Ho, Ho! 2022 was a year of big change at your Saginaw County Parks, with Haithco Recreation Area kicking off a series of planned capital improvements to the parks system. The near million-dollar project at Haithco added a splash pad and playground while also focusing on accessibility improvements, adding

multiple concrete walkways and additional ADA parking throughout the park. These enhancements were well-received to say the least, with a 60% increase in park usage at Haithco. A few wrap-up projects remain at Haithco in 2023 including restroom renovation, park drive paving and adding two more paved pathways for accessibility.



2023 will also bring the long-awaited opening of a partnership between MDNR and Saginaw County, Saginaw River Headwaters Rec Area. This natural, passive recreational facility will celebrate a grand opening in late summer/early fall 2023. We are hopeful, however, for a soft opening earlier in 2023 as we plan another phase of construction. With over 2.5 miles of accessible trail along the Saginaw River corridor, the area provides some of the most unique viewsheds in Saginaw County.

Additional capital improvements are in the works for Price Nature Center, Ringwood Forest, Veterans Memorial Park, the Saginaw Valley Rail Trail, and a large-scale \$1.2 million project at Imerman Memorial Park, totaling over \$2 million of investment in your county parks system across the next few years. A combination of grant requests, ARPA allocations from Saginaw County, and Saginaw County Parks millage funding will dictate the timing and implementation of these projects, but we couldn't be more excited to invest in public infrastructure focused around accessibility of your Saginaw County Parks. We continue to invest in programming, too, as you may have seen a new "Project Recreation" vehicle driving around the County in 2022. A tandem addition is planned later in 2023 as well.

I also wanted to share my sincere and significant congratulations to our Office Coordinator, Cheryl Rytlewski, on her retirement from the department after nearly 15 years of service to Saginaw County. Congratulations and best of luck as you continue down your next trail :).

Wishing you and yours a wonderful holiday season and a Happy New Year!

Looking Ahead:

April 15-Science Alive

April 24 -Walk with Ease 6-week walking class begins

May 17 -Soggy Doggy @ Wm. H. Haithco Recreation Area

For questions on ADA accommodations, please contact our parks office located in the Courthouse at 111 S. Michigan Ave. Saginaw, MI 48602. Via phone at 989-790-5280 or email parks@saginawcounty.com.

Park Hours:

Imerman Memorial Park and Price Nature Center, 8:00 A.M. to dusk. (Sept 6 - May 25)

Ringwood Forest, 9:00 A.M. to dusk. (Sept 6 - May 25)

William H. Haithco Recreation Area, 9:00 A.M. to dusk. (Sept 6- May 25)

The Saginaw Valley Rail Trail and Veterans Memorial Park are only open during daylight hours.

Park Office: 111 S. Michigan Ave, Saginaw, MI 48602. Contact us: 989-790-5280. On the web @ www.saginawcounty.com/parks



HIRING

2023 Summer Employment Opportunities



All individuals selected for positions are subject to, and must successfully pass a post offer pre-employment physical, criminal background check and drug screening. All applicants will be required to attend training sessions before working, including American Red Cross First Aid and CPR courses.

Summer Work Season: May 15 through September 4.
Applications accepted through February 28, 2023 at:

111 S. Michigan, Room LL012, Saginaw, MI 48602

Questions call:
989-790-5280

Online applications available at: www.saginawcounty.com/parks

Booth Attendant (6) - \$13/hour. Greets public upon entering the parks, collects fees, answers questions and maintains financial data. Requires good mathematical skills and strong customer service skills. (20-40 hours per week).

Lifeguard (12) - \$13.50/hour (LGI – \$14/hour). Provides a safe and clean aquatic facility. Enforces rules, assists park patrons, operates boat rental and responds to emergency situations. Applicants must be a certified American Red Cross Lifeguard. (20-40 hours per week).

Office Clerk (1) - \$13/hour. Performs general office duties including typing, making copies, answering telephones, filing, etc. Also interacts with customers and conducts cash transactions for reservations and programs. Must be familiar with computer word processing and be able to operate common office equipment. Requires high school diploma or its equivalent (40 hours per week).

Park Ranger (8) - \$14/hour. Provides safety, comfort, and convenience for park users. Enforces rules, cleans parks and performs light maintenance duties. Must be 18 or older and requires a valid Michigan driver's license with good driving record. (30-40 hours per week).

Park Supervisor (2) - \$19/hour (Rate negotiable). Supervises staff and assists with the management of county parks. Interacts with the public on a daily basis, enforcing rules and policies. Requires valid Michigan driver's license with good driving record, high school diploma (or equivalent). College graduate preferred with supervisory and aquatics experience. Applicants must be a certified American Red Cross Lifeguard. (30-50 hours per week).

Program Coordinator (2) - \$15/hour (Rate negotiable). Facilitate, promote and evaluate summer Playdate programs as well as leagues, tournaments, youth, and family events at Hoyt Park. Program experience and high school diploma (or equivalent) required. Flexible schedule (15-30 hours per week).

Grounds Maintenance Worker (3) - \$13.50/hour. Performs routine grounds maintenance - mowing grass, trimming shrubs, etc. Operates power equipment - tractors, riding mowers, lawn mowers, trimmers, blowers, etc. May perform minor construction tasks. Must be 18 or older and requires a valid Michigan driver's license with good driving record. Typical work week M-F, 7am - 3:30pm.

Snowman/Sculpture Building Contest January 1st – March 19th

Facebook

Let it snow, let it snow, let it snow! Why you ask? Because you need snow to compete in our Snowman/Sculpture Building Contest! Award entry categories are: Adult, Family, Teen (13-17), Children (ages 12 and under) and the People's Choice Award which is determined by how many Facebook likes the picture receives. Simply wait for a good snow, build your creation, take a picture and post it in the contest thread pinned at the top of our Saginaw County Parks Facebook page. Be sure to include the name/age of the creator for teen & child entries. Snowmen/sculptures must be built in Saginaw County during the contest time-frame, constructed of snow and posted on the Facebook page by March 19. If you don't have Facebook, send entries to jfiers@saginawcounty.com. Winners will receive a prize even Frosty the Snowman would love! Come on Saginaw County--get outside and show us what you got! **Cost: Free**

Friends of Hoyt Park – Bringing Back the Ice!

Hoyt Park

Saturday, January 14 4:00 pm to 7:00 pm (Night Skate)

Saturdays, January 21 & January 28 from 12:00 pm to 4:00 pm (*Broomball on Jan 21 from 12-2 pm*)

Saturdays, February 4 & February 11 from 12:00 pm to 4:00 pm (*Outhouse races on Feb 11 at 1 pm*)

Hoyt Park is the place to be in Saginaw for outdoor winter fun. The Friends of Hoyt Park transform the park into a winter wonderland with a skating surface the size of three hockey rinks and hills for sledding. A warming house complete with skate rentals and hot chocolate is open during skate times. \$2 skate rental.

More information about Friends of Hoyt Park can be found here: <http://friendsofhoytparksaginaw.weebly.com/>

Dog Days Winter Romps

Imerman Memorial Park

Wednesday, January 18 & March 15

5:30 - 7:00 PM

Who's ready for some extended-time of wintry romping in the snow & pure dog-playing bliss in the Steven A. Kirshenbaum Memorial Dog Park? We are keeping the front of the park open longer on these special dates to allow you and your furry friend some extra time to romp. This event is bound to be cold so dress for the weather. Patio heaters will be lit to help take off the chill. The 2023 Dog Calendars will be available on site for \$15. The Park will close for the night immediately following the event. **Cost: Free**

Birds of Prey

Butman-Fish Library

Saturday, January 28 (2 shows)

11 AM & 1 PM

Have you ever felt the intense rush of air from a Turkey Vulture's Powerful wings? Have you ever looked an owl straight in the eyes? Have you ever been to a wildlife program that you wanted to see all over again as soon as it was finished? If you answered "Yes" to these questions, then you've seen a Joe Rogers' Birds of Prey Presentation and know this is one show you don't want to miss. If you Answered "No," then it's time you came out to see bird expert Joe Rogers from the Wildlife Recovery Association. Experience unique Birds of Prey up close and personal at the Butman-Fish Library, 1716 Hancock, Saginaw, MI. **Cost: Free**

Winter Hike

Price Nature Center

Tuesday, February 7

2:00 PM - 3:00 PM

Join us for a wintry jaunt through the beautiful trails at Price Nature Center. Snowshoes will be available for up to 12 participants if conditions permit. Make sure to dress warm for this event. *Pre-registration is required. Call 989-790-5280 to register.* **Cost: Free**

Winter Night Hike

Ringwood Forest

Tuesday, February 28

5:30 PM - 6:30 PM

Join us for a wintry jaunt through the beautiful trails at Ringwood Forest. Snowshoes will be available for up to 12 participants if conditions permit. Make sure to dress warm for this event. *Pre-registration is required. Call 989-790-5280 to register.* **Cost: Free**

Magic at the Museum (2 sessions)

Mid-Michigan Children's Museum

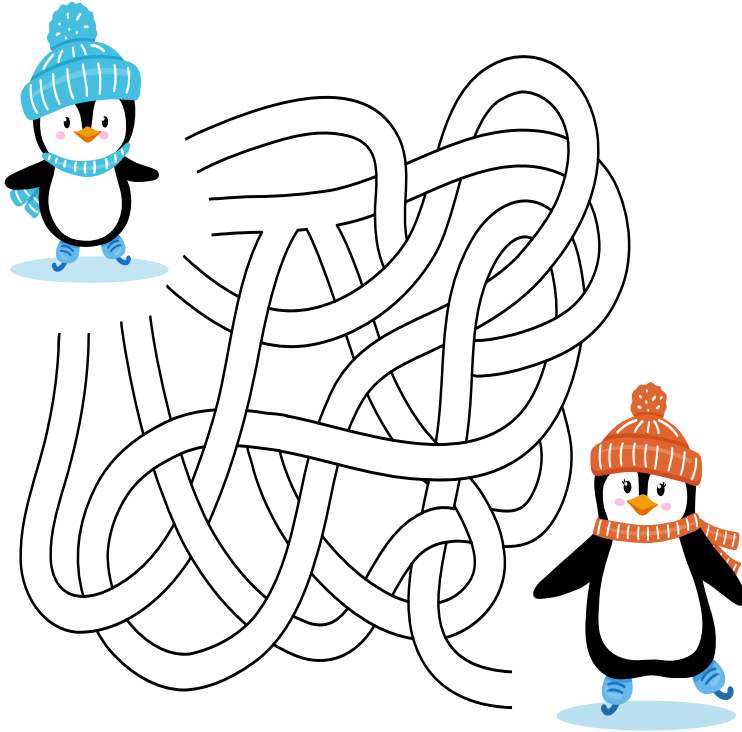
Saturday, March 11

11:00 AM & 12:00 PM

Join Saginaw County Parks for a magical time at Mid-Michigan Children's Museum for some magic & time to freely explore the museum. Amazing Clark will present "CREATIVE MAGIC!" A fantastically big magic show that engages and motivates audience members to use their curiosity and creativity to learn about the magical wonders of our world! Chose which session to join & enjoy the museum free of cost after the magic show. *Pre-registration is required. Call 989-790-5280 to register. Limited 75 per session.* **Cost: Free**

The Not Just For KIDS CORNER

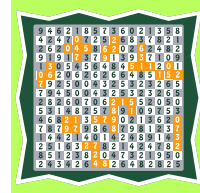
Where fun happens!



Find the numbers in the table

9	4	6	2	1	8	5	7	3	6	0	2	1	3	5	8
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2 1 3 7 1 5 2 0 4 5 7



The right answer



Are you looking for a location for your special outing? We have the perfect place for any occasion! Pavilion reservations are ideal for company picnics, family or school reunions, graduation parties, birthday parties, church groups, clubs and any group that would appreciate having their outing in a beautiful Saginaw County Park. The William H. Haithco Recreation Area provides modern bathrooms, playgrounds, fishing docks, volleyball courts and five picnic pavilions. Imerman Memorial Park provides modern bathrooms, a fishing dock, a volleyball court, a playground, horseshoe pits, basketball and tennis courts, an in-line hockey rink, Bark Park and four picnic pavilions. Call to reserve your pavilion today. We will begin accepting pavilion reservations for the 2023

season for the William H. Haithco Recreation Area, Imerman Memorial Park, and Price Nature Center on January 3, 2023.

Rental fees for the pavilions are \$60.00 per day. Entry for Saginaw County Residents is free. Non Residents Memorial Day thru Labor Day pay \$2.00 per vehicle entry fee to Imerman Memorial Park and a \$5.00 per vehicle entry fee to the William H. Haithco Recreation Area.

Rentals must be made in person at the Parks office in the Saginaw County Governmental Center. Methods of payment accepted include cash, check, credit and money order.



To get free entry to our parks, Saginaw County Residents can pick up a free Recreate Pass at Imerman Memorial Park, Wm. Haithco Recreation Area or the Parks office. Out of county resident pass is only \$30 for a whole summer of fun!



Imerman Memorial Park
3495 Midland Road



Price Nature Center
6685 Sheridan Road



Ringwood Forest
2 mi. S. of St. Charles
2 mi. W. of M-52 on Ring Road



Saginaw Valley Rail Trail
Parking at: E. Water Street, St. Charles
Van Wormer Road, Swan Creek Twp.
Stroebe Road, Saginaw



William H. Haithco Rec. Area
2121 Schust Road



Veterans Memorial Park
M-13 along the Saginaw River
North of Zilwaukee



Commission Members

Ruth Averill, Chairman

Amy Davis-Comstock, Vice Chairman

Brian J. Wendling, Secretary

Delena Spates-Allen

Darwin Baranski

Tim Courtney

Gerald Little

Isaac Reeves

John Sangster

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Staff Members

**Brian Keenan-Lechel
Director**

**Jordan Beal
Operations Supervisor**

**Chad Flory
Office Manager**

**Jeanette Fiers
Outdoor Recreation & Event
Coordinator**

**Tom Kowalski
Parks Foreman**

**Fred Raymond
Parks Specialist**

PUBLIC NOTICE

Certain areas of Imerman Memorial Park near the river have elevated levels of dioxins in the soil. Children may be especially sensitive to dioxins. Take precautions to avoid direct contact with soil, and wash skin that comes in contact with soil. Long-term exposure (ingestion of this soil) may lead to health problems. For more information, please read the brochure available at Imerman Memorial Park on this subject, and/or contact the Saginaw County Department of Public Health at (989) 758-3686.

The Saginaw County Parks and Recreation Commission complies with the Americans with Disabilities Act. We will provide reasonable accommodations to assist people with disabilities to access and participate in our recreation programs, facilities, and services. For program registration information, please call the Saginaw County Parks and Recreation Commission at (989) 790-5280.



Play in the Parks

January

Jan 1- Mar. 19	Snowman/Sculpture Building Contest	
Sat. 1/14	Bringing Back the Ice (Night Skate)	4:00 - 7:00 PM
Wed. 1/18	Winter Romp	5:30 - 7:00 PM
Sat. 1/21	Bringing Back the Ice	12:00 - 4:00 PM
Sat. 1/28	Bringing Back the Ice	12:00 - 4:00 PM
Sat. 1/28	Birds of Prey (2 shows)	11:00 AM & 1:00 PM

Facebook
Hoyt Park
Imerman Memorial Park
Hoyt Park
Hoyt Park
Butman-Fish Library

February

Jan 1- Mar. 19	Snowman/Sculpture Building Contest	
Sat. 2/4	Bringing Back the Ice	12:00 - 4:00 PM
Tues. 2/7	Winter Hike	2:00 - 3:00 PM
Sat. 2/11	Bringing Back the Ice	12:00 - 4:00 PM
Sat. 2/11	Outhouse Races	1:00 PM
Tues. 2/28	Winter Night Hike	5:30 - 6:30 PM

Facebook
Hoyt Park
Price Nature Center **R**
Hoyt Park
Hoyt Park
Ringwood Forest **R**

March

Jan 1- Mar. 19	Snowman/Sculpture Building Contest	
Sat. 3/11	Magic at the Museum (2 sessions)	11:00 AM & 12:00 PM
Wed. 3/15	Winter Romp	5:30 - 7:00 PM
Sun. 3/19	Snowman/Sculpture Building Contest Ends	

Facebook
Mid-Michigan Children's Museum **R**
Imerman Memorial Park
Facebook

TAKE NOTE!

- All events are free unless noted with a "\$" symbol.
- Gate fees may be additional.
- Pre-registration is required for all events noted with the letter "R".

CONTACT US!

www.saginawcounty.com/parks
(989) 790-5280
parks@saginawcounty.com

Like us on Facebook!

www.facebook.com/saginawcountyparks

Park Hours:

Imerman Memorial Park and Price Nature Center, 8:00 A.M. to dusk. (Sept 6 - May 25)
Ringwood Forest, 9:00 A.M. to dusk. (Sept 6 - May 25)
William H. Halthco Recreation Area, 9:00 A.M. to dusk. (Sept 6 - May 25)
The Saginaw Valley Rail Trail and Veterans Memorial Park are only open during daylight hours.
Park Office: 111 S. Michigan Ave., Saginaw, MI 48602. Contact us: 989-790-5280.
On the web @ www.saginawcounty.com/parks

ROBERT REPORT Q4 2022 (December Report)

Public Health: (Human Services Committee)
Christina Harrington, MPH, Health Officer (989) 758-3818

BWell Saginaw 5K Race/Walk: First of Many Efforts to Tackle Saginaw's Obesity Rate

Nearly 400 participants registered for the inaugural BWell Saginaw 5K Race/Walk, Family Fun Run & Healthy Living Expo on Saturday, October 1, beginning and ending at the Saginaw YMCA. The sun was out, temperatures were perfect, and the “vibe” – thanks to the team from Dig Deep and TV5's Colette Stinger – was fun, festive, and healthy! For a first effort, it was a huge success!

Throughout the morning, the healthy living expo across the street from the YMCA was open to all – participants and the general public – featuring yoga, gaga ball, an inflatable obstacle course, fire trucks, Flight Care, pickleball demonstrations, and more. Representatives from Saginaw's health resources community were also on hand.

Any non-YMCA member registered for the race was eligible for a free Y membership through November 2022 and a free Couch-to-5K training program with coaches – coined the “smokin' Saginaw deal” by partner Brian Keenan-Lechel.

In addition, several nearby businesses offered participant discounts, including the Junction and Woody O'Briens. STARS provided free transportation to various drop-off points within Riverfront Saginaw including the Children's Zoo, Japanese Tea Gardens, and Hamilton Street.

The whole event characterized the community-wide collaboration that gave birth to BWell Saginaw – the joint “brand strategy” to improve health outcomes throughout the county. The goal is to work collaboratively to make Saginaw County one of Michigan's Top 25 healthiest communities. The BWell race/walk was the first of many efforts to tackle Saginaw's obesity rate and the chronic health conditions it creates. Three out of four Saginaw County residents say they are overweight or obese.



BWell Saginaw Race sponsors included Ascension St. Mary's, Covenant HealthCare, Great Lakes Bay Health Centers, Saginaw Community Foundation, Saginaw County Community Mental Health Authority, Saginaw County Health Department, United Way of Saginaw County, with additional support from HealthSource Saginaw, Health Advantage Credit Union and Family First Credit Union. Free YMCA memberships and Couch-to-5K training for race participants were made possible by the Saginaw County Health Department, Saginaw County Parks & Recreation, Molina Health, CMU College of Medicine, and Saginaw YMCA.

SCHD Hosts Free Drive thru Clinic for Flu, COVID-19, Monkeypox, and Pneumonia Shots

In late October, in preparation for the upcoming “respiratory illness season,” SCHD hosted a large, free drive-thru vaccination clinic at the former Sears Automotive Building, using both lanes to reach nearly 600 residents. It was part of an effort to encourage everyone to stay up-to-date on their vaccines as colder weather approaches.

The clinic offered:

- Flu (6 months of age and older)
- Pneumonia (routine for 65 and older)
- Monkeypox (18 and older)
- COVID-19 monovalent primary series (first two shots of either Pfizer or Moderna for 6 months and older)
- COVID-19 bivalent booster (5 years and older for Pfizer, 6 years and older for Moderna, for those who completed primary series and last booster at least two months ago)

Thanks to Molina Healthcare, MH&D Food Truck was on-site in the morning, with Traveling Tom’s Coffee Truck in the afternoon.

In addition to vaccination, the health department has been encouraging everyone to stay home when sick and practice good habits like washing hands, covering coughs and sneezes, and avoiding touching eyes, nose, and mouth. This year’s respiratory season has delivered a triple punch with RSV, flu and COVID-19.

To learn more, watch a video of Chris Harrington and Dr. Pruitt [here](#).

BWell/BHeard – Community Health Assessment Draws Healthy Response Rate

Members of the BWell Partner Coalition, which includes SCHD, are extremely pleased with the response to the 2022 Community Health Assessment. Despite a longer survey, SCHD community health improvement coordinator Tracy Metcalfe, MPA, CHES, reports that more than 1,500 people from diverse locations around the county responded.

These responses will be used to determine the county’s top health risks and to guide BWell Saginaw initiatives. In previous years, the priorities have been:

- Obesity & chronic disease
- Maternal & child health
- Mental health & substance use

We expect most of these to remain the same for 2023, but we will know more in early January when results are calculated and analyzed.



HRAs and SCHD Prepare for Step Up & BWell School Initiative

One of many “blessings” resulting from the COVID-19 pandemic was funding to create health resource advocates at our school districts, refreshing and reinventing the old “school nurse” model.

Our HRAs will be instrumental in implementing a new program in our county schools called Step Up & BWell beginning in January 2023. The program is possible thanks to a pilot grant from the Michigan Health Endowment Fund. Using a locally created “fitness app,” our kids will be tracking their minutes of exercise and competing as a team with other county schools for bragging rights and tangible incentives.

SCHD staff has been busy this quarter developing the app and working with HRAs on its rollout at the first of the year. If successful in the schools, the concept could be funded for work sites and more.

Step Up & BWell addresses both exercise AND nutrition to curb the higher-than-normal obesity rates in Saginaw County that impact many chronic diseases and increase the risk for complications from illnesses such as COVID-19.



SCHD Lab Completes Remodel, Capitalizes on New Capacity to Push for More Legionella Testing

The health department's laboratory is one of the state's most robust testing facilities. It is licensed by the Michigan Department of Environmental Quality for water testing and certified for both moderate and complex clinical analysis by Clinical Laboratory Improvement Amendment. It serves as a regional laboratory for the Michigan Department of Health and Human Services Laboratory Response Network.

Recent upgrades and remodeling increase the lab's capacity to implement quick and affordable (\$90) routine legionella testing to help Saginaw County hotels, shelters, apartment complexes, long-term care facilities, hospitals and other medical facilities avoid costly reactive mitigation measures caused by an outbreak of Legionnaires' disease.

SCHD recommends adding proactive, routine testing for legionella bacteria to a building's maintenance checklist to help prevent potential and sometimes fatal outbreaks of Legionnaires' disease.

Legionnaires' disease is a waterborne illness transmitted through a building's heating and cooling system. Periodic water testing for legionella bacteria will supplement a comprehensive maintenance program and demonstrate commitment to quality and safety. And all it takes is a water sample, recommended quarterly by the CDC, from a sampling joint.



According to Tammy Theisen, director of the health department's laboratory division, testing for legionella is either proactive or reactive. She believes the benefits of routine legionella testing far outweigh the potential health and legal risks involved from not carrying out testing until an outbreak strikes. It is required for facilities accepting federal funds and housing overnight guests or patients.

Without routine testing, building owners and managers may be liable for the health and legal consequences of not being proactive. In other words, legionella is "bad for business."

With the start of a new year approaching, it's the perfect time to budget for and plan to implement legionella testing. To begin the process, email Tammy at ttheisen@saginawcounty.com.

Environmental Health: Increased Communication Addresses Food Safety

Our Environmental Health (EH) Department has been hard at work addressing food safety. During the University of Michigan versus Michigan State football game, food safety expert Steve Ellis was featured on a TV5 "tailgating" promotional piece. TV5 anchor Blake Keller came to the health department parking lot where EH staff staged a tailgating party – with a UofM tailgate improperly set up...and an MSU tailgate safely and properly set up.



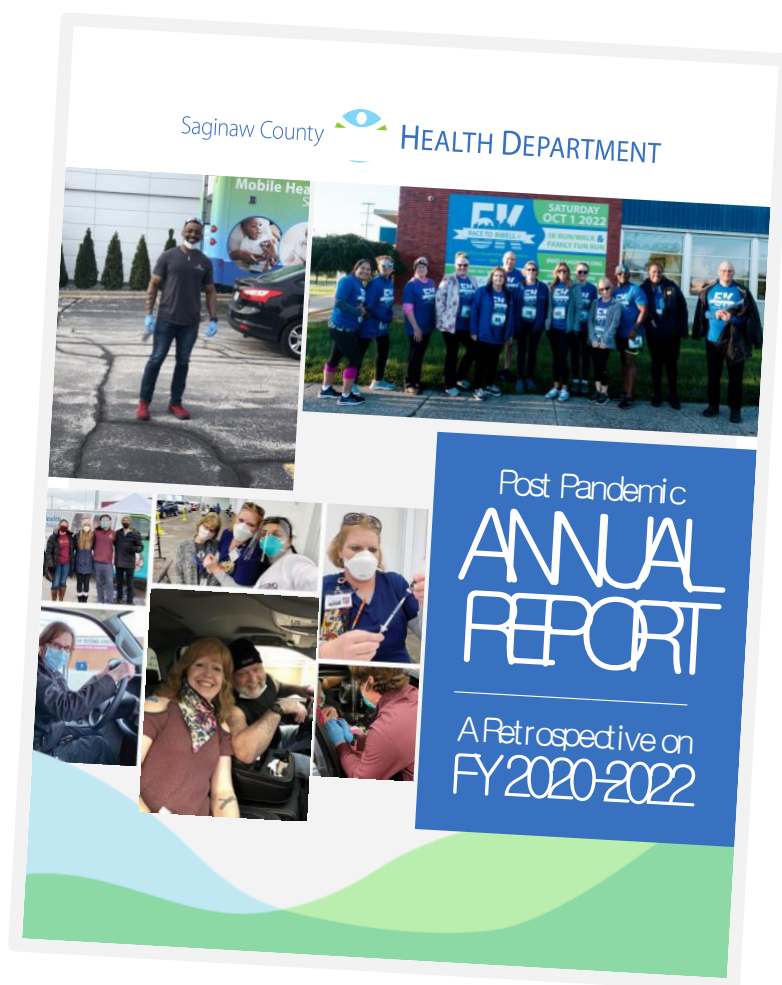
Clearly the EH staff bleeds green. But they are determined to make sure NO ONE feels green after consuming foods prepared and cooked by football fans otherwise looking to celebrate.

In another communications effort, EH is reaching out to its restaurants and other food prep sites with email campaigns. The first went out in Q4 2022.

SCHD Reflects Back on COVID-19 Pandemic Response with 2020-2022 Report

As the year draws to a close and the holidays approach, we invite the community to join us in a thoughtful “look back” on Saginaw County’s COVID-19 response in 2020-2022. We have plenty of reasons to be proud of how we all collaborated to safeguard Saginaw. Still, we have our work cut out for us as we work together with new and old partners to make Saginaw County one of Michigan’s Top 25 healthiest community.

Our annual report can be viewed [here](#).





Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Correspondence

AGENDA SECTION: Correspondence

SUBJECT: Correspondence - City of Saginaw Water Rate Information

SUGGESTED ACTION:

ATTACHMENTS:

[City of Saginaw Water COS_1-24-2023.pdf](#)

Exhibit A
Cash Flow Forecast
City of Saginaw
Water COS Study

Description	2023 Budget	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Revenue Increase	0.0%	6.7%	6.8%	6.9%	7.0%	7.0%
Water Sales Revenue	\$ 21,757,108	\$ 23,212,658	\$ 24,791,119	\$ 26,501,706	\$ 28,356,826	\$ 30,341,803
SLR Revenue	\$ 1,470,172	\$ 1,470,172	\$ 1,470,172	\$ 1,470,172	\$ 1,470,172	\$ 1,470,172
 Non-Rate Revenue						
Other Operating Revenues	\$ 278,000	\$ 278,000	\$ 278,000	\$ 278,000	\$ 278,000	\$ 278,000
Interest Income	\$ 515,385	\$ 427,680	\$ 295,153	\$ 273,746	\$ 289,287	\$ 360,314
Subtotal: Non-Rate Revenues	\$ 793,385	\$ 705,680	\$ 573,153	\$ 551,746	\$ 567,287	\$ 638,314
Total Revenue	\$ 24,020,664	\$ 25,388,510	\$ 26,834,443	\$ 28,523,624	\$ 30,394,284	\$ 32,450,289
 Revenue Requirement						
Operation and Maintenance Expense						
3867 - Cross Connections	\$ 61,412	\$ 64,780	\$ 67,112	\$ 69,569	\$ 72,162	\$ 74,900
4710 - Administration	1,114,916	1,179,208	1,236,426	1,297,367	1,362,309	1,431,551
4711 - Engineering	537,772	566,241	585,436	605,610	626,830	649,167
4715 - Process Control Systems	763,778	792,449	814,714	837,750	861,593	886,282
4720 - Meter Maint and Service	516,544	542,512	561,395	581,236	602,100	624,053
4721 - Maintenance and Service	3,711,346	3,875,073	3,998,743	4,127,887	4,262,838	4,403,949
4722 - Lead & Copper - Service Line Maintenance	1,507,777	1,564,883	1,610,065	1,656,882	1,705,412	1,755,742
4730 - Treatment and Pumping	7,729,485	8,115,221	8,410,913	8,721,315	9,047,350	9,390,007
4732 - Asset Management	338,128	354,775	366,476	378,742	391,610	405,119
4745 - Installment Contract Vehicles	7,947	7,947	7,947	7,947	7,947	7,947
4735 - Raw Water	900,000	927,450	951,564	976,304	1,001,688	1,027,732
5310 - Customer Actg-Water	485,433	511,325	531,675	553,194	575,966	600,080
9660 - Operating Transfers	19,087	19,669	20,181	20,705	21,244	21,796
Subtotal: Operation and Maintenance Expense	\$ 17,693,626	\$ 18,521,533	\$ 19,162,645	\$ 19,834,509	\$ 20,539,048	\$ 21,278,326
Debt Service	\$ 3,848,288	\$ 3,812,090	\$ 5,828,889	\$ 5,894,582	\$ 5,856,478	\$ 5,688,530
Revenue Financed Capital	\$ -	\$ 11,200,000	\$ 2,500,000	\$ 2,500,000	\$ 2,600,000	\$ 1,200,000
Revenue Financed Capital - Service Lines	\$ 450,000	\$ 900,000	\$ 900,000	\$ 450,000	\$ -	\$ -
Contribution to Extraordinary R&R Fund	\$ -	\$ 124,186	\$ 96,167	\$ 100,780	\$ 105,681	\$ 110,892
Total Revenue Requirement	\$ 21,991,914	\$ 34,557,808	\$ 28,487,702	\$ 28,779,871	\$ 29,101,207	\$ 28,277,748
 Financial Performance Metrics						
Debt Service Coverage						
Total DSCR	1.64	1.80	1.32	1.47	1.68	1.96
Additional Bonds Test	1.71	2.28	1.35	1.23	2.13	2.02
 Unrestricted Cash						
Beginning Balance	\$ 14,609,541	\$ 16,638,291	\$ 7,468,993	\$ 5,815,735	\$ 5,559,488	\$ 6,852,565
Addition to/(Use of) Unrestricted Cash	2,028,750	(9,169,298)	(1,653,258)	(256,247)	1,293,077	4,172,541
Ending Balance	\$ 16,638,291	\$ 7,468,993	\$ 5,815,735	\$ 5,559,488	\$ 6,852,565	\$ 11,025,106
Target Balance	\$ 3,541,137	\$ 3,671,280	\$ 4,108,197	\$ 4,229,440	\$ 4,338,991	\$ 4,432,908
Ending Balance (Days)	282	122	85	79	95	149
Target Ending Balance (Days)	60	60	60	60	60	60

Exhibit B
Capital Improvement Financing Plan (CIP)
City of Saginaw
Water COS Study

Description	2023 Budget	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Construction Fund Beginning Balance	\$ 17,577,524	\$ 9,548,262	\$ 219,350	\$ 16,569,115	\$ 10,433,480	\$ 94,860
Sources of Funds						
Bond Proceeds	\$ -	\$ -	\$ 31,700,000	\$ -	\$ -	\$ -
Revenue Financed Capital	-	11,200,000	2,500,000	2,500,000	2,600,000	1,200,000
Other	-	-	-	-	-	-
Interest Income	334,886	120,588	207,265	333,365	129,980	3,090
Total: Sources of Funds	\$ 334,886	\$ 11,320,588	\$ 34,407,265	\$ 2,833,365	\$ 2,729,980	\$ 1,203,090
Uses of Funds						
Capital Improvement Program	\$ 8,364,148	\$ 20,649,500	\$ 17,740,500	\$ 8,969,000	\$ 13,068,600	\$ 1,142,500
Capitalized Interest	-	-	-	-	-	-
Issuance Cost	-	-	317,000	-	-	-
Bond Reserve	-	-	-	-	-	-
Total: Uses of Funds	\$ 8,364,148	\$ 20,649,500	\$ 18,057,500	\$ 8,969,000	\$ 13,068,600	\$ 1,142,500
Construction Fund Ending Balance	\$ 9,548,262	\$ 219,350	\$ 16,569,115	\$ 10,433,480	\$ 94,860	\$ 155,450

Frankenmuth

Exhibit C
Fund Summary
City of Saginaw
Water COS Study

Description	2023 Budget	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Operating Fund						
Beginning Balance	\$ 14,609,541	\$ 16,638,291	\$ 7,468,993	\$ 5,815,735	\$ 5,559,488	\$ 6,852,565
Surplus / (Deficit) from Operations	2,028,750	(9,169,298)	(1,653,258)	(256,247)	1,293,077	4,172,541
Interest Earnings	390,598	301,341	166,059	142,190	155,151	223,471
Transfer of Interest Income to Operating Funds	(390,598)	(301,341)	(166,059)	(142,190)	(155,151)	(223,471)
Ending Balance	\$ 16,638,291	\$ 7,468,993	\$ 5,815,735	\$ 5,559,488	\$ 6,852,565	\$ 11,025,106
Bond Reserve Fund						
Beginning Balance	\$ 1,558,290	\$ 1,558,290	\$ 1,558,290	\$ 1,558,290	\$ 1,558,290	\$ 1,558,290
Deposit from Bond Sale	-	-	-	-	-	-
Use of Reserve for Debt Service						
Interest Income	58,436	58,436	58,436	58,436	58,436	58,436
Transfer of Interest Income to Operating Funds	(58,436)	(58,436)	(58,436)	(58,436)	(58,436)	(58,436)
Ending Balance	\$ 1,558,290	\$ 1,558,290	\$ 1,558,290	\$ 1,558,290	\$ 1,558,290	\$ 1,558,290
Extraordinary R&R Fund						
Beginning Balance	\$ 2,654,044	\$ 2,654,044	\$ 2,778,230	\$ 2,874,397	\$ 2,975,176	\$ 3,080,857
Deposit from Operations	-	124,186	96,167	100,780	105,681	110,892
Extraordinary Capital Expenditures						
Interest Income	66,351	67,903	70,658	73,120	75,700	78,408
Transfer of Interest Income to Operating Funds	(66,351)	(67,903)	(70,658)	(73,120)	(75,700)	(78,408)
Ending Balance	\$ 2,654,044	\$ 2,778,230	\$ 2,874,397	\$ 2,975,176	\$ 3,080,857	\$ 3,191,749
Construction Fund						
Beginning Balance	\$ 17,577,524	\$ 9,548,262	\$ 219,350	\$ 16,569,115	\$ 10,433,480	\$ 94,860
Net Bond Proceeds	\$ -	\$ -	\$ 31,383,000	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expenditures	\$ (8,364,148)	\$ (9,449,500)	\$ (15,240,500)	\$ (6,469,000)	\$ (10,468,600)	\$ 57,500
Interest Income	334,886	120,588	207,265	333,365	129,980	3,090
Ending Balance	\$ 9,548,262	\$ 219,350	\$ 16,569,115	\$ 10,433,480	\$ 94,860	\$ 155,450
Interest Earnings on Balances	2.5%					

Exhibit D

Test-Year 2024

Total Cost of Service

City of Saginaw

Water COS Study

Description	2024		
	Operating	Capital	Total
Revenue Requirements			
Operations & Maintenance Expense	\$ 16,956,650		\$ 16,956,650
Service Line Replacement Expenses		2,464,883	2,464,883
Debt Service		3,812,090	3,812,090
Revenue Financed Capital		11,200,000	11,200,000
Contribution to Unrestricted Fund Balance		(9,169,298)	(9,169,298)
Contribution to Extraordinary R&R Fund		124,186	124,186
Total Revenue Requirement	\$ 16,956,650	\$ 8,431,860	\$ 25,388,510
Non-Rate Revenue			
Other Operating Revenue	\$ 278,000		\$ 278,000
Service Line Replacement Rider		1,470,172	1,470,172
Use of Bond Reserves for Debt Service		-	-
Interest Income from Reserve Funds & Operations		427,680	427,680
Total Non-Rate Revenue	\$ 278,000	\$ 1,897,852	\$ 2,175,852
Net Costs to be Recovered through Rates	\$ 16,678,650	\$ 6,534,008	\$ 23,212,658
Restatement of Net Costs (Utility Basis)			
Operations & Maintenance	\$ 16,678,650		\$ 16,678,650
Capital Costs			-
Depreciation		2,731,265	2,731,265
Return		3,802,743	3,802,743
Total Revenue Requirement	\$ 16,678,650	\$ 6,534,008	\$ 23,212,658

Exhibit D
Test-Year 2025
Total Cost of Service
City of Saginaw
Water COS Study

Description	2025		
	Operating	Capital	Total
Revenue Requirements			
Operations & Maintenance Expense	\$ 17,552,580		\$ 17,552,580
Service Line Replacement Expenses		2,510,065	2,510,065
Debt Service		5,828,889	5,828,889
Revenue Financed Capital		2,500,000	2,500,000
Contribution to Unrestricted Fund Balance		(1,653,258)	(1,653,258)
Contribution to Extraordinary R&R Fund		96,167	96,167
Total Revenue Requirement	\$ 17,552,580	\$ 9,281,863	\$ 26,834,443
Non-Rate Revenue			
Other Operating Revenue	\$ 278,000		\$ 278,000
Service Line Replacement Rider		1,470,172	1,470,172
Use of Bond Reserves for Debt Service		-	-
Interest Income from Reserve Funds & Operations		295,153	295,153
Total Non-Rate Revenue	\$ 278,000	\$ 1,765,324	\$ 2,043,324
Net Costs to be Recovered through Rates	\$ 17,274,580	\$ 7,516,539	\$ 24,791,119
Restatement of Net Costs (Utility Basis)			
Operations & Maintenance	\$ 17,274,580		\$ 17,274,580
Capital Costs			-
Depreciation		2,997,367	2,997,367
Return		4,519,172	4,519,172
Total Revenue Requirement	\$ 17,274,580	\$ 7,516,539	\$ 24,791,119

Exhibit D
Test-Year 2026
Total Cost of Service
City of Saginaw
Water COS Study

Description	2026		
	Operating	Capital	Total
Revenue Requirements			
Operations & Maintenance Expense	\$ 18,177,627		\$ 18,177,627
Service Line Replacement Expenses		2,106,882	2,106,882
Debt Service		5,894,582	5,894,582
Revenue Financed Capital		2,500,000	2,500,000
Contribution to Unrestricted Fund Balance		(256,247)	(256,247)
Contribution to Extraordinary R&R Fund		100,780	100,780
Total Revenue Requirement	\$ 18,177,627	\$ 10,345,996	\$ 28,523,624
Non-Rate Revenue			
Other Operating Revenue	\$ 278,000		\$ 278,000
Service Line Replacement Rider		1,470,172	1,470,172
Use of Bond Reserves for Debt Service		-	-
Interest Income from Reserve Funds & Operations		273,746	273,746
Total Non-Rate Revenue	\$ 278,000	\$ 1,743,917	\$ 2,021,917
Net Costs to be Recovered through Rates	\$ 17,899,627	\$ 8,602,079	\$ 26,501,706
Restatement of Net Costs (Utility Basis)			
Operations & Maintenance	\$ 17,899,627		\$ 17,899,627
Capital Costs			-
Depreciation		3,131,896	3,131,896
Return		5,470,183	5,470,183
Total Revenue Requirement	\$ 17,899,627	\$ 8,602,079	\$ 26,501,706

Exhibit E
Test-Year 2024
Units of Service
City of Saginaw
Water COS Study

Description	Average Day		Total Maximum Day		Maximum Day Increment		Customer		Distance Units		
	Current	Contract	Current	Contract	Current	Contract	Equivalent Meters	Bills	Distance	Dist x Current	Dist x Contract
	1,000 gpd	1,000 gpd	1,000 gpd	1,000 gpd	1,000 gpd	1,000 gpd	5/8" eq.		ft.	ft. x 1,000 gpd	ft. x 1,000 gpd
Inside City											
Retail	3,056	3,146	4,532	4,665	1,476	1,520	21,101	213,612	10,000	30,561,616	31,456,858
Fire Protection			1,200	1,200	1,200	1,200			10,000		
Subtotal: Inside City	<u>3,056</u>	<u>3,146</u>	<u>5,732</u>	<u>5,865</u>	<u>2,676</u>	<u>2,720</u>	<u>21,101</u>	<u>213,612</u>	<u>20,000</u>	<u>30,561,616</u>	<u>31,456,858</u>
Outside City											
Retail	73	73	145	145	73	73	178	2,052	25,000	1,815,205	1,815,205
Albee	38	33	157	99	119	66	50	12	27,954	1,061,323	919,027
Bay County/Frankenlust	255	321	657	481	402	160	180	12	48,267	12,312,060	15,471,732
Birch Run Township	140	222	221	400	81	178	50	12	54,184	7,565,536	12,002,072
Birch Run Village	209	493	331	740	122	247	50	12	54,184	11,348,304	26,720,753
Blumfield-Reese	277	403	519	604	242	201	80	12	37,575	10,409,744	15,132,985
Bridgeport	870	1,288	1,225	1,932	355	644	565	12	27,954	24,317,692	35,995,236
Buena Vista	1,113	2,688	1,499	4,032	387	1,344	785	12	18,042	20,072,983	48,491,913
Carrollton	317	644	454	966	137	322	245	12	15,339	4,867,860	9,875,745
Frankenmuth	850	1,266	1,643	2,100	793	834	115	12	46,386	39,436,184	58,713,732
Kochville	308	740	551	1,110	243	370	415	12	31,407	9,665,310	23,232,263
Saginaw County	416	740	693	1,110	277	370	80	12	25,611	10,665,447	18,944,953
Saginaw Township	3,614	6,301	7,215	9,452	3,601	3,151	470	12	20,227	73,091,940	127,458,942
Spaulding	199	301	267	452	68	151	160	12	17,088	3,408,979	5,149,939
Taymouth	104	192	174	288	70	96	50	12	53,396	5,573,541	10,240,371
Thomas	2,245	4,137	4,046	5,630	1,801	1,493	115	12	24,646	55,334,994	101,962,026
Tittabawassee	687	795	1,718	1,200	1,031	405	150	12	46,020	31,617,877	36,563,682
Zilwaukee	115	225	230	337	115	112	160	12	26,452	3,033,263	5,942,742
Subtotal: Outside City	<u>11,830</u>	<u>20,858</u>	<u>21,746</u>	<u>31,076</u>	<u>9,915</u>	<u>10,217</u>	<u>3,898</u>	<u>2,256</u>	<u>599,732</u>	<u>325,598,242</u>	<u>554,633,321</u>
Grand Total	<u>14,886</u>	<u>24,004</u>	<u>27,478</u>	<u>36,941</u>	<u>12,592</u>	<u>12,937</u>	<u>24,999</u>	<u>215,868</u>	<u>619,732</u>	<u>356,159,859</u>	<u>586,090,179</u>

Exhibit E
Test-Year 2025
Units of Service
City of Saginaw
Water COS Study

Description	Average Day		Total Maximum Day		Maximum Day Increment		Customer		Distance Units		
	Current	Contract	Current	Contract	Current	Contract	Equivalent Meters	Bills	Distance	Dist x Current	Dist x Contract
	1,000 gpd	1,000 gpd	1,000 gpd	1,000 gpd	1,000 gpd	1,000 gpd	5/8" eq.		ft.	ft. x 1,000 gpd	ft. x 1,000 gpd
Inside City											
Retail	3,056	3,146	4,532	4,665	1,476	1,520	21,101	213,612	10,000	30,561,616	31,456,858
Fire Protection			1,200	1,200	1,200	1,200			10,000		
Subtotal: Inside City	<u>3,056</u>	<u>3,146</u>	<u>5,732</u>	<u>5,865</u>	<u>2,676</u>	<u>2,720</u>	<u>21,101</u>	<u>213,612</u>	<u>20,000</u>	<u>30,561,616</u>	<u>31,456,858</u>
Outside City											
Retail	73	73	145	145	73	73	178	2,052	25,000	1,815,205	1,815,205
Albee	38	33	157	99	119	66	50	12	27,954	1,061,323	919,027
Bay County/Frankenlust	255	321	657	481	402	160	180	12	48,267	12,312,060	15,471,732
Birch Run Township	140	222	221	400	81	178	50	12	54,184	7,565,536	12,002,072
Birch Run Village	209	493	331	740	122	247	50	12	54,184	11,348,304	26,720,753
Blumfield-Reese	277	403	519	604	242	201	80	12	37,575	10,409,744	15,132,985
Bridgeport	870	1,288	1,225	1,932	355	644	565	12	27,954	24,317,692	35,995,236
Buena Vista	1,113	2,688	1,499	4,032	387	1,344	785	12	18,042	20,072,983	48,491,913
Carrollton	317	644	454	966	137	322	245	12	15,339	4,867,860	9,875,745
Frankenmuth	850	1,266	1,643	2,100	793	834	115	12	46,386	39,436,184	58,713,732
Kochville	308	740	551	1,110	243	370	415	12	31,407	9,665,310	23,232,263
Saginaw County	416	740	693	1,110	277	370	80	12	25,611	10,665,447	18,944,953
Saginaw Township	3,614	6,301	7,215	9,452	3,601	3,151	470	12	20,227	73,091,940	127,458,942
Spaulding	199	301	267	452	68	151	160	12	17,088	3,408,979	5,149,939
Taymouth	104	192	174	288	70	96	50	12	53,396	5,573,541	10,240,371
Thomas	2,245	4,137	4,046	5,630	1,801	1,493	115	12	24,646	55,334,994	101,962,026
Tittabawassee	687	795	1,718	1,200	1,031	405	150	12	46,020	31,617,877	36,563,682
Zilwaukee	115	225	230	337	115	112	160	12	26,452	3,033,263	5,942,742
Subtotal: Outside City	<u>11,830</u>	<u>20,858</u>	<u>21,746</u>	<u>31,076</u>	<u>9,915</u>	<u>10,217</u>	<u>3,898</u>	<u>2,256</u>	<u>599,732</u>	<u>325,598,242</u>	<u>554,633,321</u>
Grand Total	<u>14,886</u>	<u>24,004</u>	<u>27,478</u>	<u>36,941</u>	<u>12,592</u>	<u>12,937</u>	<u>24,999</u>	<u>215,868</u>	<u>619,732</u>	<u>356,159,859</u>	<u>586,090,179</u>

Exhibit E
Test-Year 2026
Units of Service
City of Saginaw
Water COS Study

Description	Average Day		Total Maximum Day		Maximum Day Increment		Customer		Distance Units		
	Current	Contract	Current	Contract	Current	Contract	Equivalent Meters	Bills	Distance	Dist x Current	Dist x Contract
	1,000 gpd	1,000 gpd	1,000 gpd	1,000 gpd	1,000 gpd	1,000 gpd	5/8" eq.		ft.	ft. x 1,000 gpd	ft. x 1,000 gpd
Inside City											
Retail	3,056	3,146	4,532	4,665	1,476	1,520	21,101	213,612	10,000	30,561,616	31,456,858
Fire Protection			1,200	1,200	1,200	1,200			10,000		
Subtotal: Inside City	<u>3,056</u>	<u>3,146</u>	<u>5,732</u>	<u>5,865</u>	<u>2,676</u>	<u>2,720</u>	<u>21,101</u>	<u>213,612</u>	<u>20,000</u>	<u>30,561,616</u>	<u>31,456,858</u>
Outside City											
Retail	73	73	145	145	73	73	178	2,052	25,000	1,815,205	1,815,205
Albee	38	33	157	99	119	66	50	12	27,954	1,061,323	919,027
Bay County/Frankenlust	255	321	657	481	402	160	180	12	48,267	12,312,060	15,471,732
Birch Run Township	140	222	221	400	81	178	50	12	54,184	7,565,536	12,002,072
Birch Run Village	209	493	331	740	122	247	50	12	54,184	11,348,304	26,720,753
Blumfield-Reese	277	403	519	604	242	201	80	12	37,575	10,409,744	15,132,985
Bridgeport	870	1,288	1,225	1,932	355	644	565	12	27,954	24,317,692	35,995,236
Buena Vista	1,113	2,688	1,499	4,032	387	1,344	785	12	18,042	20,072,983	48,491,913
Carrollton	317	644	454	966	137	322	245	12	15,339	4,867,860	9,875,745
Frankenmuth	850	1,266	1,643	2,100	793	834	115	12	46,386	39,436,184	58,713,732
Kochville	308	740	551	1,110	243	370	415	12	31,407	9,665,310	23,232,263
Saginaw County	416	740	693	1,110	277	370	80	12	25,611	10,665,447	18,944,953
Saginaw Township	3,614	6,301	7,215	9,452	3,601	3,151	470	12	20,227	73,091,940	127,458,942
Spaulding	199	301	267	452	68	151	160	12	17,088	3,408,979	5,149,939
Taymouth	104	192	174	288	70	96	50	12	53,396	5,573,541	10,240,371
Thomas	2,245	4,137	4,046	5,630	1,801	1,493	115	12	24,646	55,334,994	101,962,026
Tittabawassee	687	795	1,718	1,200	1,031	405	150	12	46,020	31,617,877	36,563,682
Zilwaukee	115	225	230	337	115	112	160	12	26,452	3,033,263	5,942,742
Subtotal: Outside City	<u>11,830</u>	<u>20,858</u>	<u>21,746</u>	<u>31,076</u>	<u>9,915</u>	<u>10,217</u>	<u>3,898</u>	<u>2,256</u>	<u>599,732</u>	<u>325,598,242</u>	<u>554,633,321</u>
Grand Total	<u>14,886</u>	<u>24,004</u>	<u>27,478</u>	<u>36,941</u>	<u>12,592</u>	<u>12,937</u>	<u>24,999</u>	<u>215,868</u>	<u>619,732</u>	<u>356,159,859</u>	<u>586,090,179</u>

Exhibit F
Test-Year 2024
Unit Cost of Service
City of Saginaw
Water COS Study

Description	Total	Base Capacity 1,000 gal	Maximum Day 1,000 gal	Distance ft. x 1,000 gpd	Meters 5/8" eq.	Billing & Collection Bills	Fire Protection Eq. 6" Conn	Retail Only 1,000 gal	Freeland Road 1,000 gal	Gratiot Road 1,000 gal	Dixie Highway 1,000 gal	Reimer Road 1,000 gal	Wadsworth 1,000 gal	Aqua Place 1,000 gal
Net Operating Expense Unit Cost														
Inside City Units		1,115,499	976,854	30,561,616	21,101	213,612	2,778	1,115,499						
Outside City Units		4,318,039	3,619,142	325,598,242	3,898	2,256		26,502	250,773	971,482	127,410	310,311	101,119	1,932,841
Total Units		5,433,538	4,595,996	356,159,859	24,999	215,868	2,778	1,142,001	250,773	971,482	127,410	310,311	101,119	1,932,841
Net Operating Expense	\$ 16,678,650	\$ 5,922,217	\$ 2,911,664	\$ 2,553,449	\$ 361,943	\$ 799,374	\$ 97,440	\$ 3,524,827	\$ 45,110	\$ 163,396	\$ 35,586	\$ 71,822	\$ 18,092	\$ 173,730
Unit Cost - Operating Expense		\$ 1.0899	\$ 0.6335	\$ 0.0072	\$ 14.4783	\$ 3.7031	\$ 35.0755	\$ 3.0865	\$ 0.1799	\$ 0.1682	\$ 0.2793	\$ 0.2315	\$ 0.1789	\$ 0.0899
Depreciation Expense Unit Cost														
Inside City Units		1,148,175	992,639	31,456,858	21,101	213,612	2,778	1,115,499						
Outside City Units		7,613,352	3,729,237	554,633,321	3,898	2,256		26,502	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Total Units		8,761,527	4,721,876	586,090,179	24,999	215,868	2,778	1,142,001	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Depreciation Expense	\$ 2,731,265	\$ 645,152	\$ 279,396	\$ 718,149	\$ 96,578	\$ 7,475	\$ 9,707	\$ 900,202	\$ 5,699	\$ 30,094	\$ (4,034)	\$ (1,629)	\$ 696	\$ 43,782
Unit Cost - Depreciation Expense		\$ 0.0736	\$ 0.0592	\$ 0.0012	\$ 3.8633	\$ 0.0346	\$ 3.4941	\$ 0.7883	\$ 0.0197	\$ 0.0169	\$ (0.0155)	\$ (0.0035)	\$ 0.0047	\$ 0.0133
Return on Investment Unit Cost														
Inside City Units		1,148,175	992,639	31,456,858	21,101	213,612	2,778	1,115,499	-	-	-	-	-	-
Outside City Units		7,613,352	3,729,237	554,633,321	3,898	2,256	-	26,502	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Total Units		8,761,527	4,721,876	586,090,179	24,999	215,868	2,778	1,142,001	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Plant Investment	\$ 94,439,941	\$ 25,689,873	\$ 12,064,333	\$ 28,640,596	\$ 991,002	\$ 172,615	\$ 418,661	\$ 24,608,205	\$ 121,916	\$ 634,239	\$ (307)	\$ 126,158	\$ 58,067	\$ 914,584
Unit Value - Plant Investment		\$ 2.9321	\$ 2.5550	\$ 0.0489	\$ 39.6417	\$ 0.7996	\$ 150.7058	\$ 21.5483	\$ 0.4204	\$ 0.3563	\$ (0.0012)	\$ 0.2731	\$ 0.3950	\$ 0.2777
Rate of Return - Inside City		-2.47%	-2.47%	-2.47%	-2.47%	-2.47%	-2.47%	-2.47%	-2.47%	-2.47%	-2.47%	-2.47%	-2.47%	-2.47%
Rate of Return - Outside City		7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%
Unit Cost - Return on Investment (Inside City)		\$ (0.0724)	\$ (0.0631)	\$ (0.0012)	\$ (0.9789)	\$ (0.0197)	\$ (3.7216)	\$ (0.5321)	\$ (0.0104)	\$ (0.0088)	\$ 0.0000	\$ (0.0067)	\$ (0.0098)	\$ (0.0069)
Unit Cost - Return on Investment (Outside City)		\$ 0.2199	\$ 0.1916	\$ 0.0037	\$ 2.9731	\$ 0.0600	\$ 11.3029	\$ 1.6161	\$ 0.0315	\$ 0.0267	\$ (0.0001)	\$ 0.0205	\$ 0.0296	\$ 0.0208
Total Cost of Service														
Inside City	\$ 7,038,020	\$ 1,217,234	\$ 614,964	\$ 219,692	\$ 366,369	\$ 794,198	\$ 96,808	\$ 3,728,755	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Outside City	16,174,638	6,941,245	3,228,078	5,046,699	83,085	8,568	-	145,521	59,953	241,058	31,529	79,655	23,142	286,106
	<u>\$ 23,212,658</u>	<u>\$ 8,158,479</u>	<u>\$ 3,843,042</u>	<u>\$ 5,266,391</u>	<u>\$ 449,454</u>	<u>\$ 802,766</u>	<u>\$ 96,808</u>	<u>\$ 3,874,276</u>	<u>\$ 59,953</u>	<u>\$ 241,058</u>	<u>\$ 31,529</u>	<u>\$ 79,655</u>	<u>\$ 23,142</u>	<u>\$ 286,106</u>
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Exhibit F
Test-Year 2025
Unit Cost of Service
City of Saginaw
Water COS Study

Description	Total	Base Capacity 1,000 gal	Maximum Day 1,000 gal	Distance ft. x 1,000 gpd	Meters 5/8" eq.	Billing & Collection Bills	Fire Protection Eq. 6" Conn	Retail Only 1,000 gal	Freeland Road 1,000 gal	Gratiot Road 1,000 gal	Dixie Highway 1,000 gal	Reimer Road 1,000 gal	Wadsworth 1,000 gal	Aqua Place 1,000 gal
Net Operating Expense Unit Cost														
Inside City Units		1,115,499	976,854	30,561,616	21,101	213,612	2,778	1,115,499						
Outside City Units		4,318,039	3,619,142	325,598,242	3,898	2,256		26,502	250,773	971,482	127,410	310,311	101,119	1,932,841
Total Units		5,433,538	4,595,996	356,159,859	24,999	215,868	2,778	1,142,001	250,773	971,482	127,410	310,311	101,119	1,932,841
Net Operating Expense	\$ 17,274,580	\$ 6,144,886	\$ 3,019,857	\$ 2,645,733	\$ 373,787	\$ 831,149	\$ 101,096	\$ 3,628,707	\$ 46,919	\$ 170,107	\$ 37,185	\$ 75,133	\$ 18,959	\$ 181,062
Unit Cost - Operating Expense		\$ 1.1309	\$ 0.6571	\$ 0.0074	\$ 14.9521	\$ 3.8503	\$ 36.3917	\$ 3.1775	\$ 0.1871	\$ 0.1751	\$ 0.2919	\$ 0.2421	\$ 0.1875	\$ 0.0937
Depreciation Expense Unit Cost														
Inside City Units		1,148,175	992,639	31,456,858	21,101	213,612	2,778	1,115,499						
Outside City Units		7,613,352	3,729,237	554,633,321	3,898	2,256		26,502	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Total Units		8,761,527	4,721,876	586,090,179	24,999	215,868	2,778	1,142,001	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Depreciation Expense	\$ 2,997,367	\$ 771,156	\$ 338,936	\$ 747,099	\$ 96,578	\$ 7,475	\$ 11,775	\$ 939,127	\$ 6,261	\$ 33,057	\$ (3,492)	\$ 35	\$ 1,268	\$ 48,093
Unit Cost - Depreciation Expense		\$ 0.0880	\$ 0.0718	\$ 0.0013	\$ 3.8633	\$ 0.0346	\$ 4.2387	\$ 0.8224	\$ 0.0216	\$ 0.0186	\$ (0.0134)	\$ 0.0001	\$ 0.0086	\$ 0.0146
Return on Investment Unit Cost														
Inside City Units		1,148,175	992,639	31,456,858	21,101	213,612	2,778	1,115,499	-	-	-	-	-	-
Outside City Units		7,613,352	3,729,237	554,633,321	3,898	2,256	-	26,502	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Total Units		8,761,527	4,721,876	586,090,179	24,999	215,868	2,778	1,142,001	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Plant Investment	\$ 110,845,114	\$ 30,777,934	\$ 14,494,396	\$ 34,657,010	\$ 895,903	\$ 169,119	\$ 503,072	\$ 26,562,981	\$ 169,388	\$ 884,550	\$ 55,254	\$ 285,418	\$ 111,649	\$ 1,278,442
Unit Value - Plant Investment		\$ 3.5129	\$ 3.0696	\$ 0.0591	\$ 35.8375	\$ 0.7834	\$ 181.0914	\$ 23.2600	\$ 0.5841	\$ 0.4969	\$ 0.2118	\$ 0.6178	\$ 0.7595	\$ 0.3881
Rate of Return - Inside City		-2.95%	-2.95%	-2.95%	-2.95%	-2.95%	-2.95%	-2.95%	-2.95%	-2.95%	-2.95%	-2.95%	-2.95%	-2.95%
Rate of Return - Outside City		7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%
Unit Cost - Return on Investment (Inside City)		\$ (0.1036)	\$ (0.0905)	\$ (0.0017)	\$ (1.0566)	\$ (0.0231)	\$ (5.3394)	\$ (0.6858)	\$ (0.0172)	\$ (0.0147)	\$ (0.0062)	\$ (0.0182)	\$ (0.0224)	\$ (0.0114)
Unit Cost - Return on Investment (Outside City)		\$ 0.2635	\$ 0.2302	\$ 0.0044	\$ 2.6878	\$ 0.0588	\$ 13.5819	\$ 1.7445	\$ 0.0438	\$ 0.0373	\$ 0.0159	\$ 0.0463	\$ 0.0570	\$ 0.0291
Total Cost of Service														
Inside City	\$ 7,073,727	\$ 1,243,675	\$ 623,266	\$ 212,281	\$ 374,726	\$ 824,925	\$ 98,038	\$ 3,696,814	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Outside City	17,717,392	7,559,288	3,504,240	5,585,473	83,819	8,897	-	152,237	65,884	269,505	37,836	96,574	28,601	325,038
	\$ 24,791,119	\$ 8,802,963	\$ 4,127,506	\$ 5,797,754	\$ 458,546	\$ 833,822	\$ 98,038	\$ 3,849,051	\$ 65,884	\$ 269,505	\$ 37,836	\$ 96,574	\$ 28,601	\$ 325,038

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Exhibit F
Test-Year 2026
Unit Cost of Service
City of Saginaw
Water COS Study

Description	Total	Base Capacity 1,000 gal	Maximum Day 1,000 gal	Distance ft. x 1,000 gpd	Meters 5/8" eq.	Billing & Collection Bills	Fire Protection Eq. 6" Conn	Retail Only 1,000 gal	Freeland Road 1,000 gal	Gratiot Road 1,000 gal	Dixie Highway 1,000 gal	Reimer Road 1,000 gal	Wadsworth 1,000 gal	Aqua Place 1,000 gal
Net Operating Expense Unit Cost														
Inside City Units		1,115,499	976,854	30,561,616	21,101	213,612	2,778	1,115,499						
Outside City Units		4,318,039	3,619,142	325,598,242	3,898	2,256		26,502	250,773	971,482	127,410	310,311	101,119	1,932,841
Total Units		5,433,538	4,595,996	356,159,859	24,999	215,868	2,778	1,142,001	250,773	971,482	127,410	310,311	101,119	1,932,841
Net Operating Expense	\$ 17,899,627	\$ 6,381,858	\$ 3,134,798	\$ 2,729,878	\$ 386,807	\$ 864,788	\$ 104,984	\$ 3,745,863	\$ 48,757	\$ 176,822	\$ 38,736	\$ 78,293	\$ 19,769	\$ 188,275
Unit Cost - Operating Expense		\$ 1.1745	\$ 0.6821	\$ 0.0077	\$ 15.4729	\$ 4.0061	\$ 37.7912	\$ 3.2801	\$ 0.1944	\$ 0.1820	\$ 0.3040	\$ 0.2523	\$ 0.1955	\$ 0.0974
Depreciation Expense Unit Cost														
Inside City Units		1,148,175	992,639	31,456,858	21,101	213,612	2,778	1,115,499						
Outside City Units		7,613,352	3,729,237	554,633,321	3,898	2,256		26,502	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Total Units		8,761,527	4,721,876	586,090,179	24,999	215,868	2,778	1,142,001	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Depreciation Expense	\$ 3,131,896	\$ 825,759	\$ 364,737	\$ 758,724	\$ 96,578	\$ 7,475	\$ 12,672	\$ 972,577	\$ 6,692	\$ 35,334	\$ (3,076)	\$ 1,313	\$ 1,707	\$ 51,405
Unit Cost - Depreciation Expense		\$ 0.0942	\$ 0.0772	\$ 0.0013	\$ 3.8633	\$ 0.0346	\$ 4.5614	\$ 0.8516	\$ 0.0231	\$ 0.0199	\$ (0.0118)	\$ 0.0028	\$ 0.0116	\$ 0.0156
Return on Investment Unit Cost														
Inside City Units		1,148,175	992,639	31,456,858	21,101	213,612	2,778	1,115,499	-	-	-	-	-	-
Outside City Units		7,613,352	3,729,237	554,633,321	3,898	2,256	-	26,502	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Total Units		8,761,527	4,721,876	586,090,179	24,999	215,868	2,778	1,142,001	290,000	1,780,000	260,850	462,000	147,000	3,294,000
Plant Investment	\$ 121,213,357	\$ 36,029,342	\$ 17,001,643	\$ 35,267,094	\$ 800,951	\$ 165,856	\$ 590,164	\$ 28,034,245	\$ 196,222	\$ 1,025,863	\$ 90,798	\$ 383,364	\$ 144,104	\$ 1,483,710
Unit Value - Plant Investment		\$ 4.1122	\$ 3.6006	\$ 0.0602	\$ 32.0393	\$ 0.7683	\$ 212.4422	\$ 24.5484	\$ 0.6766	\$ 0.5763	\$ 0.3481	\$ 0.8298	\$ 0.9803	\$ 0.4504
Rate of Return - Inside City		-1.78%	-1.78%	-1.78%	-1.78%	-1.78%	-1.78%	-1.78%	-1.78%	-1.78%	-1.78%	-1.78%	-1.78%	-1.78%
Rate of Return - Outside City		7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%
Unit Cost - Return on Investment (Inside City)		\$ (0.0733)	\$ (0.0642)	\$ (0.0011)	\$ (0.5714)	\$ (0.0137)	\$ (3.7890)	\$ (0.4378)	\$ (0.0121)	\$ (0.0103)	\$ (0.0062)	\$ (0.0148)	\$ (0.0175)	\$ (0.0080)
Unit Cost - Return on Investment (Outside City)		\$ 0.3084	\$ 0.2700	\$ 0.0045	\$ 2.4029	\$ 0.0576	\$ 15.9332	\$ 1.8411	\$ 0.0507	\$ 0.0432	\$ 0.0261	\$ 0.0622	\$ 0.0735	\$ 0.0338
Total Cost of Service														
Inside City	\$ 7,738,459	\$ 1,334,191	\$ 679,214	\$ 241,210	\$ 395,955	\$ 860,219	\$ 107,130	\$ 4,120,541	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Outside City	18,763,247	8,137,299	3,763,640	5,716,699	84,739	9,246	-	158,293	70,165	289,096	42,470	108,358	32,284	350,958
	<u>\$ 26,501,706</u>	<u>\$ 9,471,490</u>	<u>\$ 4,442,854</u>	<u>\$ 5,957,908</u>	<u>\$ 480,694</u>	<u>\$ 869,465</u>	<u>\$ 107,130</u>	<u>\$ 4,278,834</u>	<u>\$ 70,165</u>	<u>\$ 289,096</u>	<u>\$ 42,470</u>	<u>\$ 108,358</u>	<u>\$ 32,284</u>	<u>\$ 350,958</u>
ck.	-													

Frankenmuth

Exhibit G
Test-Year 2024
Unit Cost of Service
City of Saginaw
Water COS Study
Frankenmuth

Description	Unit Cost	Units	Total Cost
Operating Expense			
Base Capacity	\$ 1.0899	310,311	\$ 338,220
Maximum Day	\$ 0.6335	289,318	183,289
Distance	\$ 0.0072	39,436,184	282,733
Meters	\$ 14.4783	115	1,665
Billing & Collection	\$ 3.7031	12	44
Freeland Road	\$ 0.1799	-	-
Gratiot Road	\$ 0.1682	-	-
Dixie Highway	\$ 0.2793	-	-
Reimer Road	\$ 0.2315	310,311	71,822
Wadsworth	\$ 0.1789	-	-
Aqua Place	\$ 0.0899	-	-
Total Operating Expense			\$ 877,774
Divided by: Consumption (1,000 gallons)			310,311
Equals: Commodity Charge			\$ 2.83
Capital Expense			
Base Capacity	\$ 0.2935	462,000	\$ 135,617
Maximum Day	\$ 0.2508	304,500	76,367
Distance	\$ 0.0049	58,713,732	287,131
Meters	\$ 6.8364	115	786
Billing & Collection	\$ 0.0946	12	1
Freeland Road	\$ 0.0512	-	-
Gratiot Road	\$ 0.0436	-	-
Dixie Highway	\$ (0.0156)	-	-
Reimer Road	\$ 0.0170	462,000	7,832
Wadsworth	\$ 0.0344	-	-
Aqua Place	\$ 0.0341	-	-
Total Capital Expense			\$ 507,735
Divided by: Bills			12
Equals: Readiness to Serve Charge			\$ 42,311
Total Allocated Expense			\$ 1,385,510

Exhibit G
Test-Year 2025
Unit Cost of Service
City of Saginaw
Water COS Study
Frankenmuth

Description	Unit Cost	Units	Total Cost
Operating Expense			
Base Capacity	\$ 1.1309	310,311	\$ 350,936
Maximum Day	\$ 0.6571	289,318	190,100
Distance	\$ 0.0074	39,436,184	292,952
Meters	\$ 14.9521	115	1,719
Billing & Collection	\$ 3.8503	12	46
Freeland Road	\$ 0.1871	-	-
Gratiot Road	\$ 0.1751	-	-
Dixie Highway	\$ 0.2919	-	-
Reimer Road	\$ 0.2421	310,311	75,133
Wadsworth	\$ 0.1875	-	-
Aqua Place	\$ 0.0937	-	-
Total Operating Expense			\$ 910,887
Divided by: Consumption (1,000 gallons)			310,311
Equals: Commodity Charge			\$ 2.94
Capital Expense			
Base Capacity	\$ 0.3515	462,000	\$ 162,384
Maximum Day	\$ 0.3020	304,500	91,960
Distance	\$ 0.0057	58,713,732	335,235
Meters	\$ 6.5511	115	753
Billing & Collection	\$ 0.0934	12	1
Freeland Road	\$ 0.0654	-	-
Gratiot Road	\$ 0.0558	-	-
Dixie Highway	\$ 0.0025	-	-
Reimer Road	\$ 0.0464	462,000	21,441
Wadsworth	\$ 0.0656	-	-
Aqua Place	\$ 0.0437	-	-
Total Capital Expense			\$ 611,775
Divided by: Bills			12
Equals: Readiness to Serve Charge			\$ 50,981
Total Allocated Expense			\$ 1,522,661

Exhibit G
Test-Year 2026
Unit Cost of Service
City of Saginaw
Water COS Study
Frankenmuth

Description	Unit Cost	Units	Total Cost
Operating Expense			
Base Capacity	\$ 1.1745	310,311	\$ 364,470
Maximum Day	\$ 0.6821	289,318	197,336
Distance	\$ 0.0077	39,436,184	302,269
Meters	\$ 15.4729	115	1,779
Billing & Collection	\$ 4.0061	12	48
Freeland Road	\$ 0.1944	-	-
Gratiot Road	\$ 0.1820	-	-
Dixie Highway	\$ 0.3040	-	-
Reimer Road	\$ 0.2523	310,311	78,293
Wadsworth	\$ 0.1955	-	-
Aqua Place	\$ 0.0974	-	-
Total Operating Expense			\$ 944,194
Divided by: Consumption (1,000 gallons)			310,311
Equals: Commodity Charge			\$ 3.04
Capital Expense			
Base Capacity	\$ 0.4027	462,000	\$ 186,031
Maximum Day	\$ 0.3473	304,500	105,750
Distance	\$ 0.0058	58,713,732	340,984
Meters	\$ 6.2662	115	721
Billing & Collection	\$ 0.0922	12	1
Freeland Road	\$ 0.0738	-	-
Gratiot Road	\$ 0.0631	-	-
Dixie Highway	\$ 0.0143	-	-
Reimer Road	\$ 0.0651	462,000	30,066
Wadsworth	\$ 0.0851	-	-
Aqua Place	\$ 0.0494	-	-
Total Capital Expense			\$ 663,552
Divided by: Bills			12
Equals: Readiness to Serve Charge			\$ 55,296
Total Allocated Expense			\$ 1,607,746

Exhibit H
Proposed Wholesale Rates
City of Saginaw
Water COS Study

Description	Existing		2024				2025				2026			
	RTS	Commodity	RTS		Commodity		RTS		Commodity		RTS		Commodity	
	\$/Mo	\$/1,000 gal	\$/Mo	% Change	\$/1,000 gal	% Change	\$/Mo	% Change	\$/1,000 gal	% Change	\$/Mo	% Change	\$/1,000 gal	% Change
Albee	\$ 1,286	\$ 2.04	\$ 1,375	6.9%	\$ 2.54	24.7%	\$ 1,470	6.9%	\$ 3.17	24.7%	\$ 1,572	6.9%	\$ 3.95	24.7%
Bay County/Frankenlust	9,743	3.37	10,911	12.0%	3.38	0.2%	12,218	12.0%	3.38	0.2%	13,682	12.0%	3.39	0.2%
Birch Run Township	7,656	2.67	8,514	11.2%	2.78	4.3%	9,468	11.2%	2.90	4.3%	10,530	11.2%	3.03	4.3%
Birch Run Village	15,465	2.67	17,345	12.2%	2.78	4.2%	19,453	12.2%	2.90	4.2%	21,817	12.2%	3.02	4.2%
Blumfield-Reese	10,493	2.57	11,942	13.8%	2.63	2.5%	13,591	13.8%	2.70	2.5%	15,468	13.8%	2.77	2.5%
Bridgeport	29,555	1.97	32,770	10.9%	2.00	1.6%	36,335	10.9%	2.03	1.6%	40,288	10.9%	2.07	1.6%
Buena Vista	54,555	1.87	59,560	9.2%	1.85	-0.9%	65,025	9.2%	1.84	-0.9%	70,992	9.2%	1.82	-0.9%
Carrollton	14,031	1.77	15,005	6.9%	1.82	2.8%	16,047	6.9%	1.87	2.8%	17,161	6.9%	1.92	2.8%
Frankenmuth	39,506	2.83	44,191	11.9%	2.90	2.4%	49,433	11.9%	2.97	2.4%	55,296	11.9%	3.04	2.4%
Kochville	19,274	2.32	21,169	9.8%	2.39	2.9%	23,252	9.8%	2.46	2.9%	25,539	9.8%	2.53	2.9%
Saginaw County	17,982	2.29	19,687	9.5%	2.31	1.0%	21,553	9.5%	2.33	1.0%	23,597	9.5%	2.36	1.0%
Saginaw Township	143,903	2.20	155,581	8.1%	2.26	2.7%	168,206	8.1%	2.32	2.7%	181,856	8.1%	2.38	2.7%
Spaulding	6,094	1.74	6,633	8.8%	1.76	1.1%	7,220	8.8%	1.78	1.1%	7,859	8.8%	1.80	1.1%
Taymouth	5,634	2.73	6,422	14.0%	2.74	0.5%	7,320	14.0%	2.76	0.5%	8,344	14.0%	2.77	0.5%
Thomas	93,439	2.30	102,622	9.8%	2.34	1.8%	112,707	9.8%	2.38	1.8%	123,783	9.8%	2.42	1.8%
Tittabawassee	24,752	2.79	27,720	12.0%	3.00	7.5%	31,043	12.0%	3.22	7.5%	34,766	12.0%	3.47	7.5%
Zilwaukee	5,591	2.18	6,093	9.0%	2.30	5.7%	6,639	9.0%	2.44	5.7%	7,235	9.0%	2.57	5.7%

Exhibit I
Cost of Service Comparison
City of Saginaw
Water COS Study

Description	Existing Revenue	2023		2024		2025		2026		Avg Change
		Revenue	% Change	Revenue	% Change	Revenue	% Change	Revenue	% Change	
Inside City										
RTS	\$ 1,345,205	\$ 1,345,205	0.0%	\$ 1,488,232	10.6%	\$ 1,643,486	10.4%	\$ 1,811,499	10.2%	7.7%
Fireline Charge	35,555	35,555	0.0%	39,336	10.6%	43,439	10.4%	47,880	10.2%	7.7%
Volume	4,395,066	4,395,066	0.0%	4,862,367	10.6%	5,369,612	10.4%	5,918,548	10.2%	7.7%
Subtotal: Inside City Before SLR	\$ 5,775,826	\$ 5,775,826	0.0%	\$ 6,389,935	10.6%	\$ 7,056,537	10.4%	\$ 7,777,927	10.2%	7.7%
Service Line Rider (SLR)	\$ 1,470,172	\$ 1,470,172	0.0%	\$ 1,470,172	0.0%	\$ 1,470,172	0.0%	\$ 1,470,172	0.0%	0.0%
Total Inside City	\$ 7,245,998	\$ 7,245,998	0.0%	\$ 7,860,106	8.5%	\$ 8,526,709	8.5%	\$ 9,248,099	8.5%	6.3%
Outside City										
Retail	\$ 166,814	\$ 166,814	0.0%	\$ 184,551	10.6%	\$ 203,803	10.4%	\$ 224,638	10.2%	7.7%
Albee	43,701	43,701	0.0%	51,744	18.4%	61,581	19.0%	73,641	19.6%	13.9%
Bay County/Frankenlust	430,687	430,687	0.0%	445,328	3.4%	461,649	3.7%	479,852	3.9%	2.7%
Birch Run Township	227,949	227,949	0.0%	244,080	7.1%	261,615	7.2%	280,694	7.3%	5.3%
Birch Run Village	389,696	389,696	0.0%	420,877	8.0%	455,164	8.1%	492,905	8.3%	6.0%
Blumfield-Reese	385,794	385,794	0.0%	409,712	6.2%	436,195	6.5%	465,579	6.7%	4.8%
Bridgeport	980,176	980,176	0.0%	1,028,935	5.0%	1,082,057	5.2%	1,140,000	5.4%	3.8%
Buena Vista	1,414,026	1,414,026	0.0%	1,467,330	3.8%	1,526,206	4.0%	1,591,159	4.3%	3.0%
Carrollton	373,398	373,398	0.0%	390,769	4.7%	409,108	4.7%	428,477	4.7%	3.5%
Frankenmuth	1,352,248	1,352,248	0.0%	1,429,952	5.7%	1,514,850	5.9%	1,607,746	6.1%	4.4%
Kochville	491,885	491,885	0.0%	522,182	6.2%	554,935	6.3%	590,370	6.4%	4.7%
Saginaw County	563,864	563,864	0.0%	587,662	4.2%	613,432	4.4%	641,358	4.6%	3.3%
Saginaw Township	4,628,522	4,628,522	0.0%	4,846,572	4.7%	5,078,085	4.8%	5,324,042	4.8%	3.6%
Spaulding	199,820	199,820	0.0%	207,741	4.0%	216,251	4.1%	225,401	4.2%	3.1%
Taymouth	171,617	171,617	0.0%	181,624	5.8%	192,956	6.2%	205,799	6.7%	4.6%
Thomas	3,006,075	3,006,075	0.0%	3,149,401	4.8%	3,304,137	4.9%	3,471,360	5.1%	3.7%
Tittabawassee	996,679	996,679	0.0%	1,084,717	8.8%	1,180,953	8.9%	1,286,194	8.9%	6.6%
Zilwaukee	158,331	158,331	0.0%	169,550	7.1%	181,606	7.1%	194,564	7.1%	5.3%
Subtotal: Outside City	\$ 15,981,282	\$ 15,981,282	0.0%	\$ 16,822,723	5.3%	\$ 17,734,582	5.4%	\$ 18,723,779	5.6%	4.0%
Grand Total	\$ 23,227,279	\$ 23,227,279	0.0%	\$ 24,682,830	6.3%	\$ 26,261,291	6.4%	\$ 27,971,878	6.5%	4.8%



Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour, Administration

ITEM TYPE: Correspondence

AGENDA SECTION: Correspondence

SUBJECT: Correspondence - Invite from Saginaw County for Parks and Recreation Plan

SUGGESTED ACTION:

ATTACHMENTS:

[Press Release 5 Year Recreation Plan 2023.doc](#)



*****DRAFT***FOR IMMEDIATE RELEASE**

Contact Information:

Brian Keenan-Lechel, Director

Saginaw County Parks and Recreation Commission

(989)274-7215

Saginaw County Parks and Recreation Commission to Update 5 Year Recreation Plan, Invites All Saginaw County Municipalities to Participate

Saginaw, Michigan (1/10/23) Saginaw County Parks will kickoff a months-long effort to update its 5 Year Recreation Plan in the Spring of 2023 and are offering a county-wide joint plan option to any interested Saginaw County municipalities.

Filing a Five-Year Recreation Plan with the Michigan Department of Natural Resources is a requirement of several grant programs, including grants through the Michigan Natural Resources Trust Fund, Recreation Passport, and others. Although the plan is filed jointly, participating communities will host their own public input processes and identify their own recreation related goals and objectives.

“In addition to the benefit of additional grant opportunities for Saginaw County municipalities, another advantage of a county-wide joint plan is the chance for various recreation providers to come together through a facilitated planning process to better understand each other’s services, and to identify shared recreation related goals across the county.” – Brian Keenan-Lechel

The Saginaw County Parks and Recreation Commission recently voted to cover the associated expenses of the plan and is preparing an RFP that will go out at the end of the month. For more information or to sign up as a participant, municipalities should contact the Saginaw County Parks office at (989)790-5281 or by email at parks@saginawcounty.com by Friday February 24, 2023.

Saginaw County Parks and Recreation Commission is a county-wide organization that operates six parks throughout the county: Imerman Memorial Park, Veterans Memorial Park, Ringwood Forest, Price Nature Center, William H. Haithco Recreation Area and The Saginaw Valley Rail Trail. These parks provide over 550 acres of parkland, including 18 miles of hiking trails, two boat launches, four fishing access sites, a swimming beach, a splashpad, picnic shelters, and many diverse programs.

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Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Correspondence

AGENDA SECTION: Correspondence

SUBJECT: Jaycee Spray Park Operations

SUGGESTED ACTION:

ATTACHMENTS:

[corr 2022_Jaycee_Spray_Park_Operations_Report.docx](#)



Frankenmuth Jaycee Spray Park
2022 Operations Report

Water/Sewer	\$33,458
Consumers	\$2,564
Staff Wages	\$6,666
Operating Supplies	\$5,933
Equipment Rental	\$897
Contracted Services	\$1,872

TOTAL	\$51,390
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Total from 2021	\$50,621
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Operation Concerns

Purple Fence – The purple fence has significant paint scrape/chipping as well as stains from the water.

Water Features – Most if not all of the water features paint is faded significantly as well as staining from the water. Parks staff has made multiple attempts to polish equipment and remove staining with no success. There have been no equipment failures this year.















Item Cover Page

COUNCIL AGENDA ITEM REPORT

DATE: February 7, 2023

SUBMITTED BY: Lora Gilmour,

ITEM TYPE: Minutes

AGENDA SECTION: Minutes of Board and Commission meetings

SUBJECT: Minutes of Board and Commission meetings

SUGGESTED ACTION:

ATTACHMENTS:

[1_19 EDC Min.pdf](#)

[1_24 Planning Min.pdf](#)

[1_26 DDA Min.pdf](#)

**City of Frankenmuth
Economic Development Corporation
January 19, 2023, Meeting Minutes**

Present: Hilder, Suminski, Tsulaia, Jennings, Rittmueller, Muller, and Schmitzer.

Absent: Southgate, Edmonds, Reindel, Fassezke, and Cramer.

Also Present: City Manager Smith, City Planner Kraushar, DDA Director Hopp and Saginaw Future Representative Hensley

Public Input

There was no public input

Organization

1. Approval of Minutes

The minutes of the December 15, 2022 meeting were approved as presented. Motioned Jennings, seconded by Suminski. Unanimously carried.

New Business

1. Discussion of Commercial Rehabilitation Abatement

City Manager Smith shared that a local business had recently asked the City about Commercial Rehabilitation Abatement, and what the parameters were on the application for such a thing. Smith shared that Commercial rehab abatements functions similar to an IFT in regards that you need an established district and properties within the district can abate property taxes from new investment for a period of up to 10 years. However state and county requirements must be met. There was discussion on the definitions/parameters of acquiring both state and county approval as well as what the intent would be behind creating such a district in Frankenmuth. Smith shared that she and Director Hopp had similar questions and brought the issue to the board to gauge interest in pursuing conversations with the county and drafting a potential district. The board asked City staff to get more clarification on state and county standards as well as how long the abatement would be available before further action.

2. Continuation of Saginaw Future Contract

The economic services contract between Saginaw Future and the City was up for renewal. Board members commented on the helpfulness of working Saginaw Future members and were eager to renew the contract and continue with the partnership. Moved by Schmitzer, seconded by Jennings. Unanimously carried

Old Business

1. Continuation on the Discussion of Future Land Use

City Manager Smith reviewed some of the suggested future land use changes discussed on the middle and southernmost section of the City. Smith presented the final segment of the City containing property from Roedel Rd to W. Geneesee and highlighted areas that would require thought and potential change future zoning. There was discussion over intent of use and the future growth of City staff such as the DPW.

Around the Table

Cobblestone builders bought 28 lots on Kingsbrook and started construction on four. City Beautification reported to have raised half a million dollars for their endowment fund during their winter fundraiser.

Adjournment

With no further business the meeting was adjourned at 3:00pm.

Respectfully submitted

Recording Secretary
Emily Kraushar

**City of Frankenmuth
Planning Commission
January 24, 2023
Meeting Minutes**

Present: Blegen, Meyer, Polomsky, Zeilinger, Nuechterlein via zoom and, Weber via zoom

Absent: Howe and Kaczynski.

Also Present: City Manager Smith, City Planner Kraushar and 3 members of the Public

Call to Order

Chairman Polomsky called the meeting to order at 7:00pm.

Approval of Agenda

The agenda was approved with the addition of election of officers and subcommittee members.

Approval of Minutes

The minutes of the November 29, 2022 meeting were approved with a correction to page seven of the planning packet, to change 200 to 2,000 square feet. Motioned by Zeilinger, seconded by Ross. Unanimously carried.

Recognition of Guests and Public Comment

Chairman Polomsky recognized three guests.

New Business

1. Election of Officers and Subcommittee Members

Meyer motioned for the reappointment of Polomsky as Chair, Ross as Vice Chair and Kaczynski as Secretary. There were no further nominations. Seconded by Blegen. Unanimously carried. Commissioners asked staff to review subcommittee appointments and circulate a schedule for meetings.

2. Application for an Owner Occupied STR at 242 S. Franklin

Planner Kraushar reviewed the application submitted, and shared that the Pringles were the property owners and the Trombleys were the applicant as there was an agreement to buy the property. Kraushar shared the original application date, and the ZBA meeting had on December 15, 2022 for the applicants to pursue a distance variance to be able to appear before the Commission with the property in compliance. Kraushar explained that the ZBA granted a distance variance to provide relief from the City's 300 foot buffer between rentals, and granted such due to the timing of the application being submitted shortly after an ordinance change, the structure of the home being able to accommodate guests, and a majority of the surrounding zoning being commercial. Commissioners discussed the reasoning behind the ZBA approval for the distance variance and opened

the floor to the applicants. At this time the Pringles shared that they were now the applicants as there would not be a sale to the Trombley's. The applicants (Pringles) clarified they would use the second floor as the rental space and they would be the ones utilizing the permit which differed from the original applicant who submitted the application permit in November of 2022 (Trombleys). The Commissioners questioned the layout of the house, and the second floor as they were unsure if the use would use less than 25% of the dwelling. Commissioners also questioned the switch of the permit user, as it was assumed the original applicants (Trombleys) would be the ones utilizing the permit and be the occupants of the property. Due to the unforeseen change a new application is in order. City staff and Commissioners felt that more information was needed on the layout of the house, specifically the second floor, and that a new application would be needed as the persons applying for the permit had changed. No action was taken based on the aforementioned facts and the Commissioners recommended the Pringles think of the intended use, and submit more information clarifying the layout and square footage of the property. There was unanimous consent.

Correspondence

1. List St Report

Planner Kraushar discussed the List St report included in the planning packet. While the addition of a warehouse was not large enough to trigger action from the Commission, staff thought it should be included for informational purposes.

Adjournment

With no further business. Chairman Polomsky adjourned the meeting at 8:05pm.

Respectfully submitted

Recording Secretary
Emily Kraushar

Downtown Development Authority
January 26, 2023
Meeting Minutes

Present: Bardon, Bronner, Hiles, Johnston, McLeod, Banes, Ackerman, Keller Zehnder, and Rummel,

Absent: Bierlein, McClellan, Rummel, Zehnder, Zimmer.

Also Present: City Manager Smith, City Planner Kraushar, Chamber CEO Furbush, and Schmitzer

1. Public Input

Board member Hiles requested to add a discussion of the advisory position to the organization section of the agenda and was added as 2e. Carried.

2. Organization

a. December Meeting Minutes

The minutes of the December 8, 2022 meeting were approved as presented. Moved by McLeod, seconded by Bardon. Carried.

b. Accounts Payable

Hopp presented the accounts payable. There was discussion over the lighting program and contracted services. The accounts payable were approved as presented. Moved by Ackerman, seconded by Bardon. Carried.

c. Financial Report

Hopp presented the year to date financial report and clarified that he and the City Treasurer would be categorizing billings and would look for an amendment to the budget later in this fiscal year.

d. State TIF Annual Report

Hopp presented the information submitted to the State for the TIF fund.

e. Discussion of Advisory position

Hiles stated that Schmitzer would be a good fit for the advisory position to the DDA board as she was no longer the mayor's representative but had been a member for a number of years and had a wealth of background knowledge. Hopp recommended a discussion with the executive board who would then bring a recommendation to the full board.

3. Old Business

a. Shuttle

Director Hopp shared the ridership numbers from the five weekend shuttle run sponsored by the DDA, CVB and STARS this past winter. The number of riders had doubled from the previous year and had prompted discussion between the

three entities. Hopp presented a proposal for a 23 weekend shuttle route that had the same stops as the winter route with potential to connect a route to Saginaw during shift changes. The shuttle would run on the weekends from Friday to Sunday through July 8 to December 17. The CVB and DDA would split the \$62,000 cost. There was discussion over the proposed dates and how they were selected. Board member McLeod suggested the cost be split into thirds with the City sharing a portion along with the CVB and DDA. There was discussion over the timeline of the decision due to the need for printing in the Frankenmuth Visitors guide. Banes suggested a contingent vote so the information could be posted in the visitors guide while the board worked out the finances. McLeod moved to support the proposed shuttle route and pay one third of the cost contingent on the City and CVB paying a third of the cost. Hiles seconded. Carried.

b. Wayfinding

Hopp shared that Corbin Design would hold an hour-long presentation on February 9, to present a final draft of the design and intent of the wayfinding signs. The presentation would prompt discussion from stakeholders to make any final design choices before surveying placement and creation of the signs. Board member McLeod asked for a one page summary be drafted and circulated prior to the meeting in order to review and prepare for questions asked during the presentation.

c. Pedestrian Bridge

Hopp shared that on April 13, a hard number for the cost of the pedestrian bridge maintenance items would be shared and be available to discuss when finalizing budget.

4. New Business

a. Light Poles

In the past 12 months, six light poles in the City have been hit and there are no more in storage. The City's electrician had advised the purchase of a set of nine light poles in three different designs that matched the ones around the City. Light poles had not been purchased since the streetscape design and there would be a price break for buying a set of nine. The board moved to approve the purchase of nine light poles for the cost of \$105,305.17. Moved by Hiles, seconded by Keller Zehnder. Carried.

b. City of Frankenmuth Land Swap

City Manager Smith introduced an opportunity to trade land with the Bavarian Inn Lodge on Weiss St. The City currently owns 3.4 acres of land that they wish to swap with the Lodge for an equal sized parcel in order to have a lot bordering Heritage park to use for parking. This is a unique opportunity as the lodge is in the midst of a construction project and has materials on hand to help with the

grading and surveying of the swapped land which will save costs for both entities.
City Manager Smith will present further information at the next meeting.

5. Communication

- a.** There was some quick discussion about the MDOT/ Birch Run I-75 on ramp meeting that happened in December. Hopp also shared a discussion about a possible Barnes Dance pilot program at Covered Bridge Lane and M-83.

6. Adjournment

With no further business the meeting was adjourned at 3:05pm.

Respectfully submitted

Recording Secretary
Emily Kraushar