

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Monday, November 14, 2016, 7:00 P.M.  
Paul D. Bueche Municipal Building, 8083 Civic Drive Swartz Creek, Michigan 48473**

1. **CALL TO ORDER:**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE:**
3. **OATH OF OFFICE-COUNCILMEMBER’S ELECT (City Clerk):**
4. **ROLL CALL:**
5. **COUNCIL ELECTIONS:**
  - 5A. Elect Mayor MOTION Pg. 15
  - 5B. Elect Mayor Pro-Tem MOTION Pg. 15
6. **MOTION TO APPROVE MINUTES:**
  - 6A. Council Meeting of October 24, 2016 MOTION Pg. 20
7. **APPROVE AGENDA:**
  - 5A. Proposed / Amended Agenda MOTION Pg. 1
8. **REPORTS & COMMUNICATIONS:**
  - 8A. City Manager’s Report MOTION Pg. 2
  - 8B. Park Waiver Request (Business Item) Pg. 29
  - 8C. Parking Lot Bids (Business Item) Pg. 32
  - 8D. Monthly Reports (Budget, Police, Building, DPW, FANG, & Check Register) Pg. 41
  - 8E. Actuarial Proposal (Business Item) Pg. 73
  - 8F. Comcast Update Pg. 83
  - 8G. eCities Star Press Release Pg. 84
  - 8H. Audit Attached
  - 8I. Redevelopment Ready Communities Flyer Pg. 85
9. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
10. **COUNCIL BUSINESS:**
  - 10A. Audit PRESENTATION & RESO Pg. 16
  - 10B. Appointments RESO Pg. 16
  - 10C. OPEB Actuarial Professional Services RESO Pg. 17
  - 10D. Parking Lot Winter Maintenance Bid Approval RESO Pg. 18
  - 10E. Park Waiver Request RESO Pg. 18
  - 10F. County Sewer Bond Payment RESO Pg. 19
11. **MEETING OPENED TO THE PUBLIC:**
12. **REMARKS BY COUNCILMEMBERS:**
13. **ADJOURNMENT:** MOTION

**Next Month Calendar**

Fire Board:	Monday, November 21, 2016, 6:00 p.m., Public Safety Building
Police Authority:	Wednesday, November 23, 2016, 6:00 p.m., Mundy Township Hall
City Council:	Monday, November 28, 2016, 7:00 p.m., PDBMB
City Council:	Monday, December 5, 2016, 7:00 p.m., PDBMB
Planning Commission:	Tuesday, December 6, 2016, 7:00 p.m., PDBMB
Park Board:	Wednesday, December 7, 2016, 6:00 p.m., PDBMB
Downtown Development Authority:	Thursday, December 8, 2016, 7:00 p.m., PDBMB
City Council:	Monday, December 12, 2016, 7:00 p.m., PDBMB

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

**TO:** *Honorable Mayor, Mayor Pro-Tem & Council Members*  
**FROM:** Adam Zettel, City Manager  
**DATE:** November 10, 2016

**ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS**

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

Appeals that the city is preparing to do full appraisals on are the Topvalco (Kroger) property and O'Reilly Auto Parts. These are newer submissions that will take some time to resolve themselves.

I expect a future negotiation for the office building, for which we are awaiting some market data (Huizinga Properties). A complete listing of outstanding appeals is as follows (note that the S.C. Mini Storage is also settled).

Year	Parcel #	docket	Owner	Petitioner's	Assessed	Taxable	Assessed	Taxable	Status
2015	58-02-200-029	15-002787	S.C. Mini Storage	Steve Johnson	765,300	765,300	550,000	550,000	stip pending
2016	58-02-200-029	15-002787	S.C. Mini Storage	Steve Johnson	861,000	859,495	550,000	550,000	
2016	58-31-626-002	16-001553	Huizinga Properties	Mark Pendery	131,800	131,800	85,000	85,000	answered 6/21/16
2016	58-36-576-012	16-002714	Topvalco/Kroger	H. Adam Cohen	2,239,700	2,044,916	1,100,000	1,100,000	answered 8/2/16
2016	58-31-551-006	16-003390	O'Reilly Auto Parts	Thomas Randle	523,900	453,942	150,000	150,000	answered

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

✓ **MORRISH AND BRISTOL SIGNAL** (*Update*)

Consumers Energy was spotted onsite on November 7<sup>th</sup>. This is a good sign. Hopefully, the Genesee County Road Commission staff will be onsite soon after to finish signal installation.

✓ **2017-2020 TRAFFIC IMPROVEMENT PROGRAM (TIP)** (*Update*)

The three year plan for street funding has been drafted by the county, and the city has committed to a 20% match for those streets that were awarded funding. Based upon discussion in October, I submitted a letter to the Genesee County Metropolitan Planning Commission indicating that we could not make good use of the federal funds for Worchester and directing them to reallocate such funds. That project has been removed from the Traffic Improvement Program, leaving only Fairchild.

Listed below is the breakdown for Fairchild, including federal funding:

Road	Point of Beginning	Point of End	Length (Miles)	Lanes	Lane Feet	Width (Feet)	ADT	Total Cost	Federal Match	Local Match
Fairchild	Cappy	Miller	0.28	2	2956.8	44	2456	\$305,104	\$247,234	\$61,021

✓ **STREET PROJECT UPDATES (Update)**

This is a standing section of the report on the status of streets as it relates to our dedicated levy, 20 year plan, ongoing projects, state funding, and committee work.

Engineering is underway for all 2017 projects. Bids should be timely. In the meantime, we are still working on a lending source. While we still have no official word from the state, the USDA offers a loan that we may qualify for that does NOT require any sort of prevailing wage. However, after consulting with the USDA staff and our engineer, the barriers to qualifying are substantial and come with large preparation costs and timeframes. Mr. Fleury indicates that he has been working on USDA funding in Clio for years, and they have still not been approved due to red tape. He indicated that there was "0%" chance of getting this funding secured in a timely manner. We are moving forward.

Right now, the state rate is 2.75% currently with minimal underwriting cost. This appears to be the preferred option IF we get a positive answer on prevailing wages. I have reached out to Miller Canfield, a bonding law firm, to seek a proposal for conventional lending.

The previous report follows:

Winston and Ingalls are now going to bid in 2017. Again, the project scope is LIKELY to exceed our 2017 budget, making cuts subsequent to bids necessary. Concerning project add-ons, there are no plans to design or bid traffic circles. However, the medians at intersections are likely. In related news, we have hit a snag with lighting. Consumers indicates that the cost to replace about a dozen fixtures is \$120,000 - \$150,000. They have not provided details, drawings, or unit costs. They are also very difficult to deal with concerning other options (alternate locations, private conduit installation, alternate light poles, etc.).

We are very disappointed with Consumers Energy in general. As the council can relate, they are very slow and unresponsive. Prior examples include the delay for lighting at Fairchild and Miller, the extended wait for lighting repairs near Meijer and on Paul Fortino, and the ongoing wait for action required for the Bristol/Morrish traffic signal. Now, we are losing time as it relates to the potential lighting upgrade for Winchester Village. I suspect we may need to settle for overhead lights, such as those by Meijer, which is a big departure from what the street committee was hoping for.

Another big take-away from this experience is that Consumers infrastructure in the Village is old. It is unsightly, less reliable, and difficult to access. We are starting to hear rumors that they may need to revisit these overhead lines and poles, but they are reluctant to do so because of access issues. I suspect this may become a topic of conversation in the future.

In other news, I still have not gotten a definitive answer from the state regarding the loan requirement to pay prevailing wages. As noted previously, the State is not certain if the city shall need to pay prevailing wages to make use of these loan funds. To do so would significantly increase our costs (\$216,000 for construction & \$8,000 for a special audit).

As an alternate, I have contacted a well-respected municipal bonding firm in metro Detroit. They indicate that traditional bonding would take 90 days, cost about \$50,000 to underwrite, and result in a ~3% interest rate. Mrs. Korth has crunched the numbers to compare this type of bond with our state loan (with higher wage costs) to see how they perform side-by-side. A copy of her findings is included in the packet. If we don't hear from the state by the end of October, I recommend we move forward with bonding. Please sound off on the matter if you have thoughts or comments.

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

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

Sewer work is approved for the east side of Seymour (Greenleaf) and parts of Chesterfield. The highest priority is given to the part of Chesterfield that is in the road right-of-way because of the road work that is expected for 2017.

I will keep the city council informed of the progress.

✓ **KWA** (*No Change of Status*)

The authority estimates full operations by summer of 2017, so we may only be a couple quarters away from seeing a more sustainable rate structure.

For the most part, the politics and operations of the authority appear stable and professional. However, there is still a lingering shadow related to the Flint Water Crisis that involves an ongoing state investigation. Hopefully, there are no future state interventions that alter operations, costs, or political organization of the authority.

✓ **WATER LOSS** (*No Change of Status*)

While working on the road surfaces in Winchester Woods, crews discovered a sizable leak. Mr. Svrcek believes this may be a sizable contributor to our problem. He indicates that it is difficult to discern the flow or duration of the leak, but the flow, once uncovered, reflected the losses of a main break. This is certainly not good, but we are glad we finally found it. The prior report follows:

The water loss is still maintaining a level near 20%. Our auditors indicate that other communities have experienced this problem in Genesee County. One example, Clio, finally fixed the problem when the county agreed to decrease pressure. We are now pursuing this option. As noted elsewhere, there are larger issues with ensuring pressure and flow to the areas west of town, which stress the system. We are working with the county to supply additional feeds for this reason. This may also allow for lower pressure.

We may also explore billing options in which the county bills the city based upon our retail sales, plus an acceptable water loss percentage (10-12%). According to the county's audit, it appears they are selling more water than they are buying from Detroit, which seems odd (impossible). As such, this option may be preferred as it seems pressure and other factors may be compromising their master meter readings, causing more sales than use.

✓ **SHARED SERVICES, POLICE DEPARTMENTS** *(Business Item)*

The city and township extended the interlocal agreement through June 30, 2017. Aside from the building matter (see below), the primary concern is the budgeting of the authority. From the city's perspective, we wish to be able to measure the level of service in patrol & investigator hours as a rough and objective measure. This will need to be able to be combined with the narrative explanation of how those services will be delivered for a more complete picture (e.g. training, redundancy of coverage, spending efficiencies, equipment, facilities, coverage of ongoing liabilities like OPEB, and new services). The authority still has much wiggle room in how these services are provided and to what degree. Our goal is to ensure the city council gets an accurate picture of the costs for those services as presented.

To that end, city staff has been assisting authority and township staff with alternate versions of staff coverage and service, as well as in providing financial guidance. I expect that the budget revision presented in the future will paint a very accurate picture of the service level and housekeeping functions of the authority moving forward. We shall see what is available at that point.

There is still some hope that this can be done by January 1, 2017. I suspect it may take a bit longer, but I do believe that IF the communities move forward, we can do so well before June 30, 2017. If you have any questions about the authority, please direct them to Mr. Porath or Mr. Atkinson. If you have questions about the city's role in authority business/funding, contact me.

✓ **POLICE AUTHORITY FACILITY PLAN CONCEPT** *(Business Item)*

I met with Authority staff and Mundy Township staff concerning options to share equity in the new facility. We also discussed lease instruments needed to set terms for the use of the city building and whichever township building was to be occupied.

It turns out the township does not prefer the provision of yearly payments as a method to purchase the building. They are requesting a cash transaction. Though this may be possible, my opinion is that we should not be incurring internal (sewer/water fund borrowing) or external (bonding) debt to have an equity share in this building. Our community has many needs that already merit cash consideration, such as the MERS pension liabilities, the city hall debt, and the western trunk debt. All of these liabilities are good candidates for existing general fund and enterprise fund cash. Furthermore, we are just beginning the process of borrowing for street projects, which could have some general fund implications as well.

As such, acquiring financing and paying interest to share equity in a building could prove problematic and fiscally cumbersome. There are also complications of co-ownership relating to how decisions are made, repairs funded, and rents collected. I recommend we stay away from considering an equity share at this point in time. The township indicated they would be open to considering a sale in the future if we changed our mind.

Avoiding purchase has additional benefits. The authority is now free to independently and quickly engage the city and township in leases for the facilities they wish to use. Mr. Jack Belzer, the township attorney, indicated he would draft a sample lease

instrument that could be used for both facilities (Mundy and Swartz Creek). All parties agreed that the rental rate applied would be the same for both facilities, regardless of the type of ownership. These rates will provide for operation, maintenance, and a market factor that relates to the initial facility acquisition/renovation costs. This should equate to \$5/square foot, about 30% of a stable office/retail rate, plus operating.

I believe this arrangement should be affordable to the authority (and its supporting municipalities), while providing adequate facilities for the headquarters and sub-station in the city. It will also make the legal instruments of facility use much more simple and timely. This report and recommendation is based on the best information I have to date. Please let me know your thoughts on the matter.

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

The lighting has finally been installed! The developer has also placed funds into escrow to fund the remaining items on the punch list, including curb backfill on Russell and sidewalk work.

All lots in Springbrook East have sold. The city is now clear of this project as a land owner interest.

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

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

We have been making the streets passable by adding more asphalt millings to the base and removing encroaching vegetation. We are also ordering some street signs and "No Dumping" signs.

The street committee considered this neighborhood at their meeting on August 30th. They believe the city should reach out to all property owners with vacant lots. However, it is thought that a cost estimate for the required improvements (sanitary and storm water) should be prepared beforehand. City engineer, Lou Fleury, is looking into the work previously done to see if the storm water plan is detailed enough to price out. At this point, he feels another \$6,000 - \$8,000 is needed to revisit the plans for the current scope and needs.

Gaines Township tentatively agreed to work with us on finding solutions, as had the church on Hill Road that may be involved with the location of utilities. I await more formal commitments, post election, before discussing the specifics of engineering.

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

This has been sent to print. You should have a copy by now. Let me know what you think.

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

Work is ongoing daily on the lift station. Delays have been experienced, but no notable issues in the final project or timeframe are expected. The report from the contractor is as follows:

RBF has been doing everything possible to push the project along. As you are aware notice to proceed was delayed 3 months from the March 8th bid opening. I understand this was due to DEQ review of the plans. Upon notice to proceed, RBF submitted shop drawings within 2 weeks which were promptly returned by Rowe. Equipment was ordered from the specified supplier, Kennedy Industries, within 3 weeks of notice to proceed. We finally received delivery one week ago on October 21st. Separately, there was an unexpected delay on the flanged piping that prevented us from working this week. Moving forward our schedule is as follows:

11/1 - Mount transfer switch and order for electrical inspection (once inspected we can schedule primary service connection with Consumers)  
11/2 - Pipe delivery and set new control panel  
11/3 - Install 1st pump (weather permitting)  
11/4 - Install 2nd pump  
11/7 - Begin demolition of pump station #1  
11/9 - Fill pump station #1 can with stone and excavate for valve vault  
11/10 - Set valve vault & pour leveling pad in pump station #1 wet well  
11/11 - Install pump in pump station #1 wet well  
11/14 - Install pipe & Valves  
11/15 - Install pipe & Valves  
11/16 - Install pipe & Valves  
11/17 - Paint exposed piping  
11/18 - Backfill  
11/21 - Consumers to install primary service, power cut over  
11/22 - Pour concrete drive (weather permitting)  
11/23 - Complete gas & electric connections  
11/25 - Complete startup, training  
11/28 - Cleanup, topsoil, dormant seed

Mr. Svrcek is working to use the generator from this site as replacement for the aging generator at the public safety building. He is confident this can occur at a reasonable price. The location is expected to be on the west side of the fire hall, in the grass area between the wall and parking lot. A fence and other screening will be provided. The generator at this location has been giving everyone fits for years. Expected costs for replacement were around \$30,000. This solution should be achieved for under \$5,000.

✓ **SUNOCO (Update)**

Exxon has completed site borings per the site license agreement. No issues were encountered, and we await results. Now Exxon is seeking an additional legal instrument to access the site for soil removal and restoration. Our environmental counsel is working with them to negotiate the terms of access, extent of cleanup, and costs payable to the city for restoration. Mr. Fleury has determined that \$75,000 for a new surface on Holland Drive and \$45,000 for an asphalt cap are reasonable amounts that could be placed in escrow to make the city facilities whole. Placing funds in escrow

is desirable over direct repairs by Exxon. This allows the city to control the process, product, and timing. It also provides flexibility should the site be put to an alternative use, other than an asphalt surface.

I have given the attorney feedback on the legal agreement, as well as the engineer's specifications for backfill and restoration costs. We await their response. Given all of the recent activity, it certainly appears they are working in good faith with us. We should have a clean site with some restoration monies available to repair the site sometime in 2017.

✓ **ELMS PARK RENOVATIONS** *(No Change of Status)*

The restrooms are complete, and the books are closed on this component of the project. The remainder of the grant funded improvements will be bid during the winter months when the contractor interest and pricing will be in our favor. While any delay is frowned upon, this will enable the improvements to coincide with the Dog Park and Tot Lot projects. There should not be any adverse impacts on our grant status.

The dog park has been approved. The scouts indicated that this should be installed early in 2017. The park board will be addressing operating rules/guidelines for this facility this summer. In the meantime, we await progress by the scouts.

✓ **CLOCK DONATION** *(Update)*

The clock installation is substantially complete! Only the landscaping remains.

✓ **WATER TOWER PAINTING** *(No Change of Status)*

Bids will be released soon. We expect the tower to be painted beginning in April. The process is expected to take about three weeks and will restore the tower to its previous condition.

✓ **TRAIL PLANNING CONCEPTS** *(No Change of Status)*

We await OHM to begin investigating trail options. I suspect they will look for park board, planning commission, and general input at some point. I will keep the council informed.

✓ **DISC GOLF CONCEPT** *(Update)*

Conceptual approval has been granted for a course in Winshall Park. With winter fast approaching, interest in fundraising has died down. I will keep the city council informed.

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

✓ **MONTHLY REPORTS** *(Update)*

The standard set of departmental reports are included in the packet. I have no additional commentary on those.

✓ **COMCAST NOTICE** *(Update)*

There is a channel change.

✓ **eCities Acknowledgement** *(Update)*

We are a four star community! I didn't know this award or acknowledgement was occurring until we received the notice. I have attached the modified press release that explains what this means.

- ✓ **BOARDS & COMMISSIONS** (*See Individual Category*)
  - ✓ **PLANNING COMMISSION** (*Update*)

The commission will be holding a public hearing on December 6<sup>th</sup> to consider changes to the city's medical marijuana ordinance. They did not meet in November.
  - ✓ **DOWNTOWN DEVELOPMENT AUTHORITY** (*Update*)

The DDA met on November 10<sup>th</sup>. They were given an update about the Sunoco station and conversation ensued regarding its use after any potential soil clean up by Exxon. The DDA is interested in funding and planning such improvements. They request the ability to lead the planning process, conditioned up input from the public and planning commission, as well as final approval by the city council. If anyone has any thoughts, please make them known. I should have a resolution to enable this soon, perhaps in conjunction with a request by Exxon to access the site for soil removal. The DDA's next regular meeting is scheduled for December 8<sup>th</sup>.
  - ✓ **ZONING BOARD OF APPEALS** (*No Change of Status*)

The zoning board of appeals held their annual meeting on May 18<sup>th</sup>, 2016. The board held this meeting for training purposes only. No other meetings are scheduled.
  - ✓ **PARKS AND RECREATION COMMISSION** (*Update*)

The park board has made plans to judge and promote holiday decorating. They did not meet in November. The next regular meeting is scheduled for December 7<sup>th</sup>, but at this time there are no agenda items save for ongoing fundraising activities for the tot-lot.
  - ✓ **BOARD OF REVIEW** (*No Change of Status*)

The next meeting is scheduled for December 13, 2016.

## NEW BUSINESS / PROJECTED ISSUES & PROJECTS

- ✓ **NEW COUNCIL, MAYORAL ELECTION** (*Business Item*)

Welcome back to our returning incumbents and welcome to our new member, Dennis Cramer. We have a handful of organizational activities tonight, including Office Oath, Mayor, and Mayor Pro-Tem Elections.

Swartz Creek City Council adopted the following selection procedure for the Offices of Mayor and Mayor Pro-Tem:

1. The City Clerk will accept verbal nominations for all candidates of the respective post. Support for the nominee is not required.
2. A roll call vote of each Councilmember will be conducted by the Clerk. Councilmembers will name a single choice for the respective post.
3. Four votes shall be required of a nominee to be selected as Mayor and Mayor Pro-Tem.

4. If four votes are not cast for a candidate, the process will be repeated.

✓ **AUDIT** (*Business Item*)

Our audit is in and it looks great. In fact, we were able to put some money back into the bank this year. This is the result of a number of factors, including project savings, deferments to park grant matches, a fire board refund, additional building projects, and a large lump sum payment from one of our wireless facility leases. As we have quickly come to expect with Ms. Aguilar and Mrs. Korth on the case, there were no findings or surprises. Our auditors will be present to go over their report in more detail. A resolution to accept the audit is attached. If anyone wants to go over specifics before the meeting please let me know.

✓ **APPOINTMENTS** (*Business Item*)

As expected following an election, there are numerous appointments to make on a number of city boards and commissions. Most of these expire on November 28<sup>th</sup> and will be made at the next meeting. This has been a standing practice because it does not make much sense to place appointments on the same agenda as the selection of the Mayor, since they are mayoral appointments. The obvious result could be a total lack of preparation or awareness of appointments for an incoming mayor.

However, due to circumstance, two appointments expire prior to November 28<sup>th</sup> and must be filled now to avoid a vacancy during a scheduled meeting. Those include the council member seat on the fire board that is vacated by Mr. Richard Abrams and the citizen representative on the Metropolitan Alliance, currently Mr. Robert Plumb. A resolution for mayoral appointments is included. I have not included nominee names. If you have any interest in serving as mayor, think about those appointments.

Additional appointments are expected on the 28<sup>th</sup>.

✓ **OTHER POST EMPLOYMENT BENEFIT ACTUARIAL** (*Business Item*)

Staff is requesting the approval of an agreement and allocation of funds for the purpose of auditing the city's Other Post-Employment Benefits. What does this mean in plain English? We are seeking assistance to learn what liabilities exist for retiree health care and how much we should be setting aside each year to pay for it.

Currently, the city uses the pay-as-you-go method to cover such benefits, meaning that when someone retires we pay a share of their medical premiums or cover a nominal cost of their health care expenses as required by the applicable labor agreement. These costs are built into our annual operating budget.

The Governmental Accounting Standards Board is requiring that communities track the liabilities and/or annual contributions in a manner similar to how pensions are valued and accrued. In essence, the standards are going to require that communities show their unfunded accrued liabilities in the same manner for post-employment medical benefits in a similar manner to unfunded accrued liabilities for pensions.

We are not required to do so now, but we want to get ahead of the requirement for a number of reasons. First, doing so will ensure that we are not engaging in unsustainable labor operations in the same fashion that some communities did with

pensions. Second, we can use the valuations to estimate the cost accrued for various labor units (supervisors, AFSCME, and POLC). Knowing the POLC valuation (police) will assist the city in setting aside annual contributions should these employees be transferred to the police authority with the understanding that the city is responsible for liabilities accrued through the transfer date. Third, we may be able to make adjustments or begin setting aside funds prior to the required reporting date.

To accomplish this, Juanita has solicited a proposal from a highly recommended firm. I have included the proposal and letter of engagement in the packet. There is a lot of technical jargon in there, but they are able to give us the valuations expected for \$10,960. This will get the initial valuation out of the way and provide for separate reports for all three labor units. As you can see, future actuarial reports will be about 1/3 the cost once the initial report is completed. We are requesting \$15,000 in case it is determined that some of the additional services noted on page 6 are required, or if a follow up meeting is held.

In summary, our city MUST begin the process of tracking OPEB costs, and we believe we should do so now. We will need to repeat this process every 2-3 years, albeit at a lower rate. I have included a resolution to get us moving.

✓ **ELMS PARK RESERVATION & WAIVER REQUEST – ART FAIR (*Business Item*)**

The Art in the Park event is being planned for Elms Park this summer on August 26th. This event was held in the park for a few years before moving to the Cage Field House in 2013. The Kiwanis Club, in partnership with the Swartz Creek Area Art Guild and Swartz Creek Women’s Club, moved the event back to Elms Park in 2015. As an annual event, we are not surprised that they have applied for park use again for 2017. The activities, needs, and setup remain the same as previous years.

Briefly described, the event is an outdoor art fair that is held on a single Saturday in August. There is a setup area for tents immediately west of the main pavilion, a food vendor area east of the tennis courts, and parking on the soccer fields. Setup begins the preceding Friday. About 2,500 attendees are expected

The dates to hold this event (August 25-26) have been tentatively reserved. It is now appropriate to consider this application under the following applicable conditions:

EXPANDED PARK USE AND RESERVATIONS. *Swartz Creek-based organizations (defined as non-profit organizations or institutions with a principle office or auxiliary presence within the Swartz Creek school district) may be permitted the use of designated areas of city parks, including control during hours the parks are closed to the public, subject to the following conditions:*

- 1) *Use must be pre-approved by the city council.*
- 2) *The organizations’ use of the park area shall not violate any local or state law nor unreasonably interfere with the use and enjoyment of adjacent park areas by others.*
- 3) *The organizations shall hold the city harmless from liability for incidents arising out of the organizations’ use of the park area and shall provide evidence of insurance coverage.*

- 4) *The city reserves the right to direct where organizations' structures are installed and activities conducted to minimize damage to park property and facilities and to limit interference with the use of adjacent areas of the park.*
- 5) *Fees shall equal the cost of all pavilion rentals for the park in use on a daily basis. Additional fees may be charged for services requested of the city and negotiated in advance, including use of barricades, additional utilities, port-a-johns, etc.*
- 6) *In no case will use result in a charge for or prohibition on general access to the park by the public, by vehicle or other means.*

Based upon the proposed event and past experiences with this event, I do not see any issues or areas of non-compliance with issuing the reservation.

Related to the reservation, the group is requesting a fee waiver. This is completely up to the city council based upon the following:

*Fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city. Monies must be paid at the time of reservation. Cancellations must be made two (2) weeks or more prior to event date and all cancellations are subject to a \$20 fee.*

I will provide no opinion or recommendation on this matter. Note that I am a member of the Swartz Creek Kiwanis.

A resolution to permit the reservation and waiver has been included, written in the affirmative.

✓ **SNOW PLOWING (Business Item)**

The contract that was executed in the fall of in 2014 for snow removal services has expired. We bid the service, both for parking areas and sidewalks. The bid tabulation sheet is attached.

Ace Outdoor was the lowest bid for parking and the second lowest bid for sidewalks. They are proposing \$515 per 'push' for the parking areas. This is an increase from \$290 in 2014. Note that the company that bid \$290 previously bid \$805 for this season. We believe the Ace bid is reasonable.

In speaking with Mr. Svrcek, we intend to perform most of the sidewalk maintenance ourselves, using the contractor only as needed for sites outside of downtown, such as the Elms Park frontage. Under those circumstances, we recommend we go with the low parking lot bidder, Ace Outdoor. The company is insured and appropriately staffed. A resolution is attached to approve the contract.

✓ **SEWER BOND PAYMENT (Business Item)**

The city owes its annual installment for the Western Trunk extension. A resolution is included to do so. The Western Trunk extension is the sewer interceptor that relived the flow of sewer and lift station from the city's west end, including Oakwood Village, and diverted this north along Seymour Road. The sewer also provided for gravity feed of properties on Morrish Road, north of I-69, thereby eliminating that sewer lift station.

✓ **REDEVELOPMENT READY COMMUNITIES (Update)**

The State of Michigan oversees a new program in which cities become certified as “Redevelopment Ready Communities”. The intent of the program is to encourage and help cities streamline development and review processes in order to better move forward with implementing plans for downtown and commercial improvements. An advantage of being certified is that the state will assist such communities with marketing specific sites and/or plans, such as the raceway.

In the near future, I will likely present the city council with a resolution to pursue certification. Doing so would start a process in which we review our ordinances, permits, applications, and processes related to building, planning, and zoning. The state will then encourage revisions as needed in order to achieve what they believe is the optimal set of policies and procedures (certification).

✓ **MEDICAL MARIJUANA ORDINANCE REVIEW (Update)**

A public hearing is scheduled for December 6<sup>th</sup> in front of the Swartz Creek Planning Commission to deliberate on the city’s medical marijuana ordinances and the new state laws. The meeting will be at the Paul D. Bueche Municipal Building at 7:00 p.m. If the planning commission makes any recommendations for changes, I expect they may be on the agenda of the city council meeting of December 12<sup>th</sup>.

✓ **DEBT (Update)**

At previous meetings, we have discussed existing city debt and how that relates to existing fund balances. Staff believes that we should consider paying off more debt, if not all of it. Why? Due to circumstances, local governments cannot invest savings in any meaningful way. This means our savings (fund balances) are worth less each year in terms of spending power. Meanwhile, we pay interest on some notes at over 4% from those same funds. For unfunded retirement, we lose a theoretical 7.75% each year, though this is likely 6% in practice.

In the spring, we analyzed our fund balances in terms of months-of-operating. This means that if we had \$100 in savings after all expenditures for a year and spent \$200 each year from that fund, we would have six months operating remaining. What we found is that sewer and general fund were in very good positions, with the ability to make expenditures on debt or deferred maintenance on facilities. This practice is known as spending down healthy savings. We believe we should seriously consider details in the near future.

The largest debt we have is in the shape of the unfunded, accrued liabilities for retirement. These liabilities hit all major funds, but are owed mostly from the general fund. If the authority forms, there is an expectation that we pay down all of the accrued debt for the police unit. This is likely to be over \$600,000. Frankly, we should probably do this anyway since their returns are much higher than what we achieve.

Note that there is still some debt for the other units, but the Supervisors and AFSCME are closed and have no new covered employees. In fact, there are no current pension-eligible supervisors and only two active AFSCME employees in the

pension fund. Everyone else is retired. We will have a better understanding of what is owed after our actuarial evaluation by MERS.

The city also has a note outstanding for city hall. According to the information we received, bonds can only be called on an interest payment date. The next interest payment date is March 1, 2017 at that time the payoff will be \$405,952.50 If we pay off the bond early we will save about \$57,000 in interest. The payoff would come from general fund 40%, Garbage Fund 10% and 25% from each water and sewer fund. Ms. Aguilar believes we should seriously consider the early payoff. The fund balance in each of these funds is healthy enough to pay these down.

General Fund:	\$162,381
Garbage Fund:	\$40,595.25
Water Fund:	\$101,488.12
Sewer Fund:	\$101,488.12

The sewer fund also has a separate debt, which incidentally is on the agenda this evening. The interest on this is approximately \$20,000 annually. We are making inquiries into the nature of any possible early payoff for this as well. This note is held by the county and is noted to amount to approximately \$500,000 in our audit. Details will follow.

The one area of pause we must consider is the street projects. The bids going out this year could come in high, requiring a delay or additional funds from the general fund or borrowed from the sewer fund. As such, a clear picture of debt obligations will not be known until the final police authority pension liability is known and street bids are received. Related to the street bonding, we will likely require professional, certified financial advisor services in addition to our legal bond counsel. They can probably assist with all of the concerns related to our debt.

There is a lot to consider here, and much of it is financial jargon. If you have any questions or concerns, please don't hesitate to ask.

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

*Sign Ordinance:* I attended a session on sign ordinance case law and best practices on October 26<sup>th</sup>. Our ordinance is pretty solid. Court cases at high levels are gravitating towards the requirement for content neutral ordinances that do not differential based upon messages (e.g. political signs versus religious signs). Operative categories are no "commercial" and "non-commercial" speech. Our ordinance is on par with these requirements. It is likely that communities around us will need to update their ordinances that still have categories for "political signs".

*Christmas Parade:* This year's event has been scheduled for Saturday December 10, 2016 at 6:00 PM.

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

**Motion No. 161114-5A**

**NOMINATIONS & ELECT MAYOR**

Councilmember	Florence:	_____
Councilmember	Porath :	_____
Councilmember	Krueger:	_____
Councilmember	Pinkston:	_____
Councilmember	Hicks:	_____
Councilmember	Gilbert:	_____
Councilmember	Cramer:	_____

Elected (*Minimum 4 Votes Needed*): \_\_\_\_\_

**Motion No. 161114-5B**

**NOMINATIONS & ELECT MAYOR PRO-TEM**

Councilmember	Florence:	_____
Councilmember	Porath :	_____
Councilmember	Krueger:	_____
Councilmember	Pinkston:	_____
Councilmember	Hicks:	_____
Councilmember	Gilbert:	_____
Councilmember	Cramer:	_____

Elected (*Minimum 4 Votes Needed*): \_\_\_\_\_

**Resolution No. 161114-6A**

**MINUTES – OCTOBER 24, 2016**

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

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, October 24, 2016, to be circulated and placed on file.

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

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

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

**Resolution No. 161114-7A**

**AGENDA APPROVAL**

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

**I Move** the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of November 14, 2016, to be circulated and placed on file.

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

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

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

**Resolution No. 161114-8A CITY MANAGER’S REPORT**

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

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

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

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

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

**Resolution No. 161114-10A 2015-2016 FISCAL YEAR AUDIT, PLANTE-MORAN**

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

**WHEREAS**, Section 8.13 of the City Charter requires an audit of all accounts of the city government; and

**WHEREAS**, independent auditors, retained by the city per a qualified bidding selection process, have completed said audit for the most recent fiscal year, 2016; and

**WHEREAS**, said audit contains financials for related public utilities, enterprise accounts, and the Downtown Development Authority; and

**WHEREAS**, the audit, as presented to the city council on November 14, 2016, has been found to meet generally accepted accounting standards and required reporting provisions of state and local law.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek accept the 2015-2016 Fiscal Audit Report prepared by Plante-Moran, a copy of which is attached hereto, and further, direct such to be published, distributed, circulated and placed on file in a manner prescribed by law.

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

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

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

**Resolution No. 161114-10B COMMISSION APPOINTMENTS**

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

**WHEREAS**, the laws of the State of Michigan, the Charter and Ordinances of the City of Swartz Creek, interlocal agreements in which the City of Swartz Creek is a member, and previous resolutions of the city council require and set terms of offices for various

appointments to city boards and commissions, as well as appointments to non-city boards and commissions seeking representation by city officials; and

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

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

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

#161114-10C1 **MAYOR RE-APPOINTMENT:** **TBD**  
Fire Board, Councilmember  
Two year term, expiring November 26, 2018

#161114-10C2 **MAYOR RE-APPOINTMENT:** **TBD**  
Genesee County Metropolitan Alliance, Citizen Representative  
Two year term, expiring November 26, 2018

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

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

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

**Resolution No. 161114-10C OPEB ACTUARIAL PROFESSIONAL SERVICES**

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

**WHEREAS**, the City of Swartz Creek offers certain Other Post-Employment Benefits (OPEB), in the form of health care contributions or premium payments, in addition to pension benefits, and

**WHEREAS**, the City currently provides for payment of said benefits on a pay-as-you – go basis, and

**WHEREAS**, the Governmental Accounting Standards Board (GASB) has set standards and released Statements 67, 68, 74, & 75 which require actuarial valuations on said OPEB expenses, said statements to be performed by the next fiscal year of the city, and

**WHEREAS**, the City also seeks to determine the current liability of said benefits and the ongoing contributions required to fund said benefits as part of its annual budgeting process, and

**WHEREAS**, Gabriel, Roeder, Smith, & Company is recognized as a qualified and competent professional service company, under Ordinance Section 2-402, that is able to perform such actuarial studies with approval of the City Council.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek City Council approves the completion of the Letter of Engagement dated November 9, 2016 for

such professional services, with total costs for the engagement not exceeding \$15,000 as outlined in the proposal.

**BE IT FURTHER RESOLVED**, that the City Council directs the City Manager to execute said proposal on behalf of the city and for the city finance director to appropriate such costs to all impacted funds as appropriate.

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

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

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

**Resolution No. 161114-10D      APPROPRIATION & BID AWARD, SNOW REMOVAL**

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

**WHEREAS**, the City of Swartz Creek sought sealed bids for the removal of snow and ice from city-owned properties, with an emphasis on parking areas, for services to be provided through April 2019; and

**WHEREAS**, Ace Outdoor Services was found to be the responsible low bidder out of three submitted bids.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek accept the low bid of \$515.00 per “push”, for snow removal as per the specifications set forth in the bid package, and award the work to Ace Outdoor Services, LLC of Grand Blanc, Michigan, for a period ending April 30, 2019, with the stipulation that Ace Outdoor Services, LLC enter into a contractor’s agreement with the City.

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

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

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

**Resolution No. 161114-10E      PARK RESERVATION & WAIVER REQUEST – ART FAIR**

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

**WHEREAS**, the City of Swartz Creek requires park usage reservations and fees in accordance with adopted rules and regulations; and

**WHEREAS**, the Swartz Creek Area Art Guild and Swartz Creek Kiwanis Club is proposing an expanded park use reservation for Pavilion #2, the soccer fields, and the asphalt courts on August 25-26, 2017 for the purpose of holding a public art fair; and

**WHEREAS**, both groups are recognized non-profits operating in Swartz Creek that meet the requirements for an expanded use reservation; and

**WHEREAS**, the city park rules and regulations states that “fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city.”; and

**WHEREAS**, the City Council finds the Swartz Creek Kiwanis Club, partnered with the Swartz Creek Area Art Guild, to be a qualifying group with a qualifying activity.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby approves the expanded use reservation of the Swartz Creek Kiwanis Club and waives all fees for the August 25-26, 2017 reservation in Elms Park.

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

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

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

**Resolution No. 161114-10F COUNTY SEWER BOND OBLIGATIONS**

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

**WHEREAS**, the City of Swartz Creek has a need to pay to the County of Genesee, the sum of \$58,944.05 to meet the bond and principal requirements on all bond obligations for water and sewer facilities in calendar year 2017; and

**WHEREAS**, the City of Swartz Creek has such an obligation for the retirement of a western trunk sewer extension bond through approximately 2026, and

**WHEREAS**, there are several means by which the funds can be secured to meet this payment; and

**WHEREAS**, all various means of securing these funds have been reviewed and considered.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Swartz Creek that the monies to meet the principal and interest requirements and all bond obligations for water and sewer facilities will be secured from the following funds:

**SOURCE OF FUNDS**

Funds Already Available	<u>\$58,944.05</u>
<b>Sewer Fund Total</b>	<b>\$58,944.05</b>
<b>Grand Total</b>	<b>\$58,944.05</b>

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

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

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

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE 10/24/2016**

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

Invocation and Pledge of Allegiance.

Councilmembers Present: Abrams, Florence, Gilbert, Hicks, Krueger, Pinkston, Porath.

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, City Clerk Connie Eskew, Mike Gildner City Attorney.

Others Present: Tommy Butler, Steve Shumaker, Bob Plumb, Dennis Cramer, Lania Rocha, Jim Barclay, Boots Abrams, Ken Brill, Sandi Brill, Ron Schultz, Mike Messer, Penny Messer, Joe Messer, Jamie Messer, Brent Cole, Brooke Moore, Steve Long, Mark Miltich, Rick Wagner, Jason Keene, Troy Medore, Dennis Reno, John Garabelli, Claudia Garabelli.

**APPROVAL OF MINUTES**

**Resolution No. 161024-01**

**(Carried)**

Motion by Councilmember Porath  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held Monday October 10, 2016 to be circulated and placed on file.

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

**APPROVAL OF AGENDA**

**Resolution No. 161024-02**

**(Carried)**

Motion by Mayor Pro Tem Abrams  
Second by Councilmember Florence

**I Move** the Swartz Creek City Council approve the Agenda as presented for the Regular Council Meeting of October 24, 2016, to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Pinkston, Porath, Abrams, Florence.

NO: None. Motion Declared Carried.

### **City Manager's Report**

#### **Resolution No. 161024-03**

**(Carried)**

Motion by Councilmember Florence  
Second by Mayor Pro Tem Abrams

**I Move** the Swartz Creek City Council accept the City Manager's Report of October 24, 2016, including reports and communications to be circulated and placed on file.

YES: Hicks, Krueger, Pinkston, Porath, Abrams, Florence, Gilbert.

NO: None. Motion Declared Carried.

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

Mark Miltich resides at 5272 Birchcrest, commented on the road construction on Cardigan and wanted to let the council know he is not interested in any type of assessment for utilities. He also requested a traffic survey be done on Seymour Road in regards to the speed limit.

Mr. Zettel, City Manager responded we used the asphalt millings from road projects to surface Cardigan. He commented that a conversation needs to occur with landowners of the vacant properties in Winchester Woods and what they want to do with the roads and sewer lines. He also responded that the speed limit on Seymour Road can be revisited.

### **Richard Abrams Proclamation**

**Presentation**

Mayor David Krueger presented the proclamation to Mr. Abrams and thanked him for his 32 years of service on city council. He also served on over a dozen boards and commissions and many community organizations.

Break 7:25 p.m. to 7:42 p.m.

### **ADOPT FISCAL YEAR 2017 FIRE BUDGET**

#### **Resolution No. 161024-04**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Porath

**WHEREAS**, the agreement for fire service between Clayton Township and Swartz Creek City indicates a specific process for budgetary review and approval by the municipalities; and,

**WHEREAS**, the staff of Clayton Township and the Swartz Creek City have found the proposed budget to be acceptable by both parties; and,

**WHEREAS**, the Swartz Creek Fire Board, subsequent to a budget workshop on October 17, 2016 further recommended approval of the budget.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of Swartz Creek approve the Fiscal Year 2017 Swartz Creek Area Fire Board Budget, a copy of which is attached hereto, gross maximum total not to exceed \$290,019, and further, appropriate an amount not to exceed \$145,010 from the City General Fund, to be paid commiserate of the agreement between the City of Swartz Creek and the Township of Clayton, payment being the City's obligation of one-half of the proposed total budget of \$290,019.

Discussion Ensued.

YES: Krueger, Pinkston, Porath, Abrams, Florence, Gilbert, Hicks.

NO: None. Motion Declared Carried.

## **STREET USAGE PERMIT, ANNUAL FIRE DEPARTMENT CHRISTMAS PARADE**

**Resolution No. 161024-05**

**(Carried)**

Motion by Councilmember Gilbert

Second by Councilmember Hicks

**WHEREAS**, the City of Swartz Creek issues street closure permits for the purposes of holding public events from time-to-time; and,

**WHEREAS**, the Swartz Creek Area Firefighters Association has submitted application for such a street closure for the purposes of hosting an annual Christmas parade in downtown Swartz Creek; and,

**WHEREAS**, the Chief of Police finds the application satisfactory and the City Council finds the time, place, and manner of the parade to be conducive to the health, safety, and welfare of the community.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of Swartz Creek accept the Chief of Police's recommendation and approve the Swartz Creek Area Fire Fighters Association's Street Usage Application to hold an annual Christmas Parade on Saturday, December 10, 2016 from 6:00 PM to 7:00 PM, route, stipulations and conditions as set forth in the application packet, a copy of which is attached hereto, under the direction and control of the office of the Chief of Police.

YES: Pinkston, Porath, Abrams, Florence, Gilbert, Hicks, Krueger.

NO: None. Motion Declared Carried.

## **Metro Police Authority of Genesee County**

Lt. Matthew Bade updated the council on the progress of the authority board. The request for the extension is due to these three items that are not yet completed which are, establishing a budget, which is in progress, approve a lease for a principal office, which is also in progress and the contracts for non-officer positions. These are the reasons for the request of the extension.

City Manager Adam Zettel, commented on budget issues such as pensions, OPEB and PPU and discussion took place.

### **Public Hearing-**

Open 8:39 p.m.

Tommy Butler resides at 40 Somerset Drive, questioned if this will be a 50/50 agreement because he is concerned of Mundy's size compared to ours, and questioned if there will be a need for an assessment. He feels the authority could work in our community.

Mr. Zettel responded cost will be based on the PPU (police protection unit).

Mr. Porath commented it doesn't appear that there will be an assessment.

Steve Shumaker resides at 7446 Country Meadow Drive, commented on shift supervisors, liability situations and the level of service.

Lt. Bade responded we already are receiving increased supervision and on call coverage from Mundy Township.

Dennis Cramer resides at 5299 Worchester Drive, asked if there are any other police authorities in the state or surrounding states.

Lt. Bade responded North York, Pennsylvania is the department they are modeling after.

David Spillane resides at 6498 Bristol Road, commented on officers due to retire on other retirement options. He thinks merging and sharing services is a good idea, but it's a control issue. He likes the fact of knowing all the officers. He would like the city newsletter to be used to inform city residents of police activities.

Closed 9:02 p.m.

## **INTERLOCAL AGREEMENT EFFECTIVE DATE EXTENSION**

**Resolution No. 161024-06**

**(Carried)**

Motion by Councilmember Pinkston  
Second by Mayor Pro Tem Abrams

**WHEREAS**, the City of Swartz Creek entered into agreement with Mundy Charter Township on October 12, 2015 pursuant to the Michigan Urban Cooperation Act of 1967 to conditionally form the Regional Police Authority of Genesee County; and

**WHEREAS**, the Agreement defined an Agreement Date and an Effective Date, with the Effective Date being 210 days after the Agreement Date, which was July 6, 2016; and

**WHEREAS**, per Section 1.02.6 of the Agreement the City Council and Township Board are to meet and “determine if it is in the best interest of the Township and City to continue to pursue establishing a Police Authority” if a resolution affirming participation in the Police Authority has not been passed before July 6, 2016; and

**WHEREAS**, the city council and township board agreed to extend the agreement through October 31, 2016; and

**WHEREAS**, the Police Authority Board, at their regular meeting on October 20, 2016, requested an extension of the Effective date, per the Agreement, to June 30, 2017 in order to refine plans for the operation of the Authority; and

**WHEREAS**, the Swartz Creek City Council finds that it is in the best interest of the City to pursue establishing a Police Authority and desires completion of Authority plans for review and deliberation by the council and public prior to any vote affirming or denying final creation of the Authority.

**NOW, THEREFORE BE IT RESOLVED** that the City of Swartz Creek hereby recognizes an extension of the Effective Date to June 30, 2017, with the understanding that this extension is granted by and subject to other terms and conditions of the Agreement, specifically Section 1.02.6.

Discussion Ensued.

YES: Porath, Abrams, Florence, Hicks, Krueger, Pinkston.

NO: Gilbert. Motion Declared Carried.

## **MEDICAL MARIJUANA ZONING AMENDMENT**

**Resolution No. 161024-07**

**(Carried)**

Motion by Councilmember Porath

Second by Councilmember Florence

**WHEREAS**, the City of Swartz Creek adopted a series of zoning ordinances to regulate certain medical marijuana (marihuana) related land uses subsequent to the 2008 medical marijuana referendum and resulting State of Michigan Public Acts, and;

**WHEREAS**, the State of Michigan has further enabled certain uses and activities related to medical marijuana with the passage of Public Acts 281-283 of 2016, such

uses now including growers, processors, secure transporters, provisioning centers, and safety compliance facilities, and;

**WHEREAS**, these public acts further enable local control to regulate and/or exclude such uses based upon local zoning control, and;

**WHEREAS**, the Swartz Creek City Council desires to revisit local zoning regulations under the new state statutes and their impact upon the community.

**NOW, BE IT RESOLVED** that the City of Swartz Creek City Council hereby directs the planning commission to proceed with review of the local zoning code as it relates to the state statutes and local provisions for medical marijuana land use.

**BE IT FURTHER RESOLVED** that the city manager is directed to create and distribute required notices as required by statute and seek a recommendation from the planning commission on any and all recommended zoning revisions.

YES: Abrams, Florence, Gilbert, Hicks, Krueger, Pinkston, Porath.

NO: None. Motion Declared Carried.

## **CDBG ALLOCATION**

### **Resolution No. 161024-08**

Motion by Mayor Pro Tem Abrams

Second by Councilmember Porath

**WHEREAS**, the City of Swartz Creek City Council receives an allocation of Community Development Block Grant Funds from Genesee County on a three year cycle; and

**WHEREAS**, such funds must be used in eligible low to moderate areas of the city for approved and eligible purposes or be a qualifying service such as senior services or the county-administered HOME Program; and,

**WHEREAS**, the City has allocated the maximum of 15% to the Swartz Creek Area Senior Center and no longer has any qualifying geographies for qualifying physical improvements; and,

**WHEREAS**, the Swartz Creek City Council held a public hearing on October 10, 2016 to hear public comment related to the use of such funds.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Swartz Creek City Council hereby allocates the city's allocation, estimated to be \$28,819, to the HOME Program as administered by the staff of the Genesee County Metropolitan Planning Commission and further directs the City Manager to complete and submit the CDBG application in accordance with this allocation.

YES: Florence, Gilbert, Hicks, Krueger, Pinkston, Porath, Abrams.

NO: None. Motion Declared Carried.

## DISC GOLF CONCEPT APPROVAL

**Resolution No. 161024-09**

**(Carried)**

Motion by Councilmember Florence  
Second by Mayor Pro Tem Abrams

**WHEREAS**, the City of Swartz Creek owns, operates, and maintains a system of parks in the community; and

**WHEREAS**, the City Council, with the input and guidance of the Parks and Recreation Advisory Board, makes improvements and provides for new capital investment from time to time; and

**WHEREAS**, such investment is guided by various sources, including the five year park plan, unsolicited donations, and recommendations of the park board; and

**WHEREAS**, the Board has the ability to conduct fundraising, independent of the City Council; and

**WHEREAS**, the park board finds the timing is right to provide for new recreational amenities for Winshall Park; and

**WHEREAS**, the park board has been working with staff, residents, and disc golf enthusiasts to identify appropriate equipment and a suitable location for such amenities; and

**WHEREAS**, the City Council finds the recommended investment of a nine basket disc golf course as illustrated in the October 24, 2016 city council packet to serve a public purpose and conform to the goals and objectives of the city's park plan.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek City Council hereby directs staff to accept donations from the general public for the purpose of supporting the "Winshall Park Disc Golf Course" equipment purchase & installation as outlined in the city council packet of October 24, 2016 and directs the finance director to deposit such funds in a dedicated account for said purpose.

**BE IT FURTHER RESOLVED**, the City of Swartz Creek City Council hereby directs staff to report the progress of fundraising in future City Manager Reports and to bring before the city council a resolution to affirm final procurement and positioning of the equipment prior to expending any such funds.

Discussion Ensued.

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

## **MEETING OPENED TO THE PUBLIC**

Jim Barclay resides at 8420 Cappy Lane, informed everyone that there will be a neighborhood watch meeting November 2, 2016 at 7:00 p.m. at city hall.

Dennis Cramer resides at 5299 Worchester Drive, inquired of traffic light at Morrish/Bristol.

Mr. Zettel responded it has been staked so that's a good sign, agreement is approved just waiting for Consumers Energy.

## **REMARKS BY COUNCILMEMBERS:**

Councilmember Porath commented on the clock installation that it's very nice. He thanked Mayor Pro Tem Abrams and he appreciates all the things he has done for the city. He also commented on speed limits in the city.

Councilmember Florence remarked on Winshall Park and all the improvements made. He wanted to thank Mr. Barclay and all the volunteers for their work. He also commented that he and his wife were on a neighborhood watch and he would be glad to share some input.

Councilmember Hicks wanted to thank both Dick and Boots Abrams for helping her get started in the council.

Councilmember Gilbert thanked Dick for his service all these years. He spoke of the GAIN meeting he attended.

Councilmember Pinkston remarked that everyone should go into Winchester Woods and see the lots that were referred to tonight. He also commented that C&H did a great job with the roads.

Mayor Pro Tem Abrams commented it's been a joy to serve and give something back to the community in which he lived. He thanked everyone.

Mayor Krueger commented Dick did a wonderful job as Mayor, councilmember and citizen here in the city. He also commented about the recent vandalism. He reminded everyone that the Police Authority meeting is this Wednesday at 10:00 a.m. at Mundy Township.

## **Adjournment**

**Resolution No. 161024-09**

**(Carried)**

Motion by Councilmember Porath  
Second by Mayor Pro Tem Abrams

**I Move** the Swartz Creek City Council adjourn the regular meeting at 9:30 pm.

Unanimous Voice Vote.

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**David A. Krueger, Mayor**

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**Connie Eskew, City Clerk**



To: Swartz Creek City Council  
From: Doug Stephens, Swartz Creek Kiwanis Club  
Re: Art in the Park art fair at Elms Park

Please consider this request to waive the fee for the total use of Elms Park on Friday, August 25, and Saturday, August 26, 2017.

**HISTORY:** We held the art fair at the park in 2009, 2010, 2011, and 2012. The public responded well to those events with nearly 2000 people attending each year. In 2013 and 2014 we tried moving indoors to the Cage Field House, which did not draw well. In 2015 we returned to Elms Park and despite the drippy weather the event drew a nice crowd.

We are partnering with the Swartz Creek Area Art Guild and the Women's Club. Generally speaking Kiwanis will provide seven years of experience in conducting an art fair; the Art Guild will be responsible for recruiting artists; the Women's Club will provide artist refreshments and conduct a blind auction. This is a fundraiser for all three groups, and we anticipate a total net profit in excess of \$8000, which will all go back into the community. The Chamber of Commerce is also a loyal sponsor and helper.

**BENEFIT TO SWARTZ CREEK:** In the past the art fair has brought a sense in pride in the community in that it has created positive awareness of Swartz Creek from outside communities. It has also brought in funds to the community that is used to benefit the community rather than a commercial entity. Some of those funds went directly into supporting Elms Park.

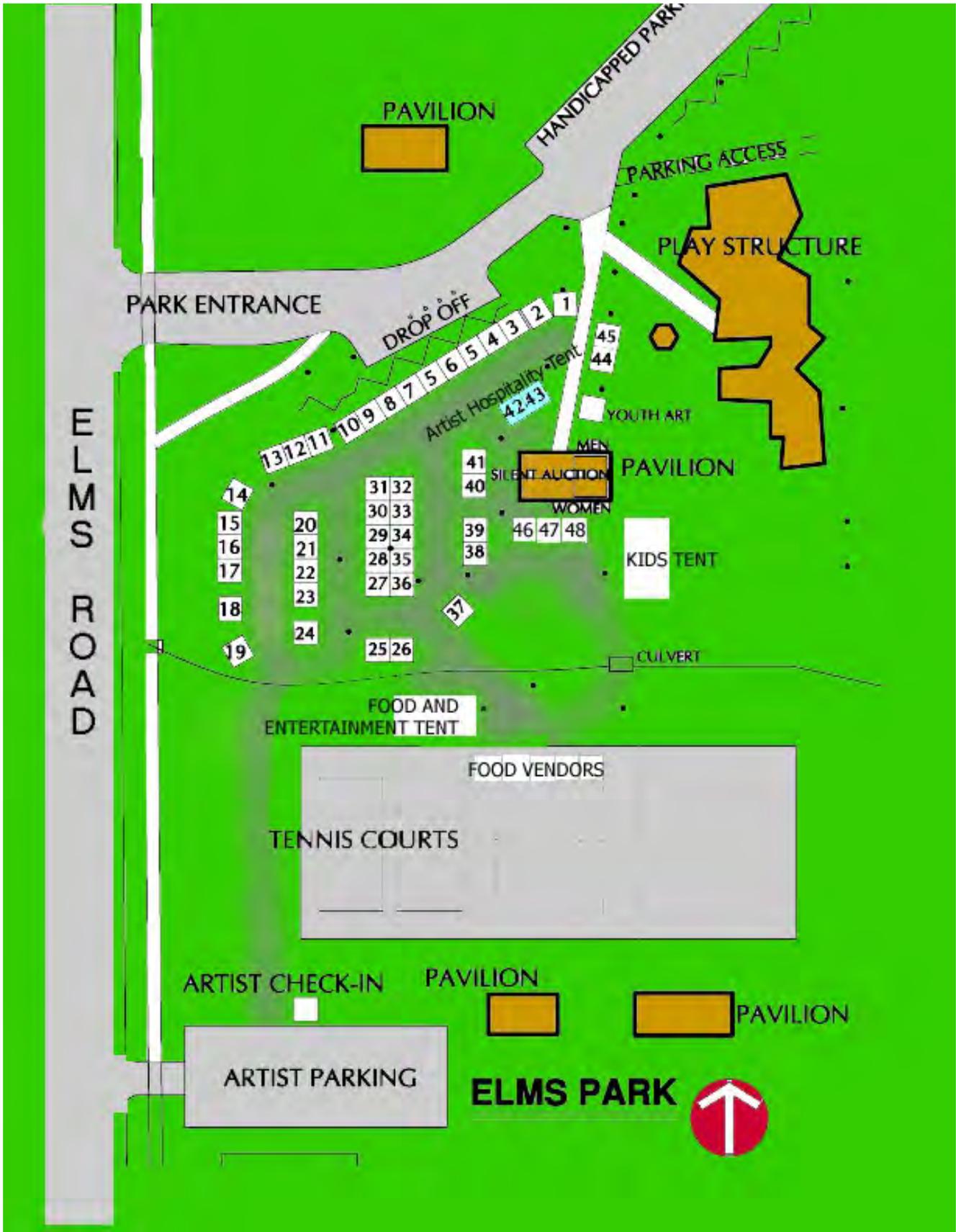
**KIWANIS:** The Kiwanis Club of Swartz Creek has been serving the youth of the Swartz Creek area since 1955. For example, we have provided over \$75,000 worth of college scholarships in that time. Their total budget has been in excess of \$500,000, all of which has gone back into the community. They were instrumental in building Elms Park and the main pavilion. In 2009 they made structural repairs and installed a new roof on the main pavilion. They also provided funds and volunteer labor in the construction of the play scape, and in 2011 they refurbished it. Some of their members are involved in the annual maintenance of the park (brush clearing, tree trimming etc.).

**ART GUILD:** Established in 2010, the Art Guild is dedicated to promoting interest in the visual arts through education and development of artistic activities in S.C. and surrounding areas. They partner with VSA of Michigan and Elmer Knoph Learning Center to provide art experiences and educational instruction for disabled youth and adults. They also sponsor an annual Student Exhibit at the Gallery for the S.C. High School Art Dept.

**WOMEN'S CLUB:** This group contributes many hours to Swartz Creek by planting and maintaining the flower pots in town and the entrance garden to the city buildings during the growing season. They have made financial contributions to the police and fire departments for the police dog, Cops in the Park, etc. They were also involved, physically and financially, in the repairs to the park pavilion in the downtown park, and the Veterans Memorial statues.

Your approval of this waiver would be greatly appreciated by these groups who are selflessly working hard to improve Swartz Creek, one dollar at a time.

Attached are images that represent how we intend to use the park. Questions can be addressed to Doug Stephens, [dstephens@hsaa.com](mailto:dstephens@hsaa.com), Cell: 810 282 7641  
City Council Packet





BID TABULATION SHEET

Opened by: Thomas Surcek  
 Witness: Amy Nichols

Date: 10-27-2016  
 Time: 2:00 PM  
 Opened at: Paul D. Bueche Mun. Bldg.

Bidding for: Snowplowing Bids

Name and address of bidder	Bid Amount	Remarks
Royalty Sves.	1-7 740/push sidewalks 1120 <sup>00</sup>	
Ace Outdoor	1-7 515/push sidewalks 335 <sup>00</sup>	
T's lawn/snow removal	1-7 805/push sidewalks 200 <sup>00</sup>	
City Council Packet	32	November 14, 2016

905

CITY OF SWARTZ CREEK  
SPECIFICATIONS AND INFORMATION  
FOR SNOW PLOW BIDS – PAGE 2

SNOW PLOWING AREAS

- 1. MORRISH-MILLER ROAD PARKING LOT – Open hours are 7:00 a.m. to Midnight, Monday through Sunday.

For net sum of \$ 65.00

- 2. NORTH MORRISH ROAD PARKING LOT – Open hours are 7:00 a.m. to Midnight, Monday through Sunday. The alleyway snow is to be plowed to the North side of the alleyways. In the parking lot the snow may be stockpiled to the West end or North side.

For net sum of \$ 65.00

- 3. MUNICIPAL BUILDING, PERKINS LIBRARY-SENIOR CENTER PARKING LOT – Open hours are 8:00 a.m. to 8:00 p.m., Monday through Friday, Saturday-8:00 a.m. to 8:00 p.m.

Generally, the snow should be plowed to the Easterly end of the parking lot. Contractor is to clear snow from the ten (10') foot sidewalk between the Northerly parking islands. Snow is not to be pushed into the East-West sidewalk at the South end of the lot.

For net sum of \$ 165.00

- 3A. Sidewalks \$ 60.00

- 4. HOLLAND DRIVE PARKING LOT – Open hours are 7:00 a.m. to Midnight, Monday through Sunday.

For net sum of \$ 60.00

- 5. PUBLIC SAFETY BUILDING PARKING LOTS AND CIVIC DRIVE TO A POINT JUST WEST OF FIRST DRIVEWAY – No closed time – Open hours are twenty-four hours per day, seven days a week – preferably snow removal before 8:00 a.m. – Snow is not to be plowed on sidewalks.

For net sum of \$ 165.00

- 5A. Sidewalks \$ 60.00

- 6. PARK & RIDE LOT 124 X 200

For the net sum of \$ 65.00

- 7. 5012 HOLLAND – VACANT LOT

For the net sum of \$ 50.00

Sidewalks \$ 50.00

GRAND TOTAL OF AREA 1 THROUGH 7. \$ 805.00

T/S  
Lawncare! Snowremoval  
(810) 347-5207  
owner: Terrence Sheraski, SR

NOTE: ALL SIDEWALKS OPENINGS WILL BE CLEARED OF SNOW.

CITY OF SWARTZ CREEK  
SPECIFICATIONS AND INFORMATION  
FOR SNOW PLOW BIDS – PAGE 3

SIDEWALK AREAS

SIDEWALK PLOWING AREA

1. Morrish Road from Fortino Drive to Wade/Ingalls St \$50.00
2. Miller Road from Fortino Drive to Third Street – Both sides of the road \$50.00
3. Fortino Drive from Miller to Morrish \$50.00

Area will be done only at the request of the City of Swartz Creek and will be Part of Parking Lot Bid Award

4. Sidewalk at 5012 Holland \$50.00

Total For all sidewalks = \$200.00

T's

Lawn care & Snow removal  
(810) 347-5207

owner: Terrence Shereski, se



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/26/16

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kapture Insurance Agency, Inc. G-5409 Fenton Rd. Flint, MI 48507 Michael J. Kapture	810-238-4639	CONTACT NAME: Cindra Phillips	
	810-238-3026	PHONE (A/C, No, Ext): 810-238-4639	FAX (A/C, No): 810-238-3026
		E-MAIL ADDRESS: cindrap@kaptureinsurance.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Grange Insurance	11136
		INSURER B: Michigan Workers Compensation	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	
INSURED	T's Lawncare & Snow Removal Terry Sheroski 5307 Worchester Swartz Creek, MI 48473		

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSUR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		CT 2002463	10/08/16	10/08/17	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
	<b>Business Owners</b>					PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER.					GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DED	RETENTION \$				\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/> Y <input type="checkbox"/> N	AR0787251	04/12/16	04/12/17	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> N/A				E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ 100,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

fax 635-2887

<b>CERTIFICATE HOLDER</b>  City of Swartz Creek fax 810-635-2887 8083 Civic Drive Swartz Creek, MI 48473	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Michael J. Kapture

CITY OF SWARTZ CREEK  
SPECIFICATIONS AND INFORMATION  
FOR SNOW PLOW BIDS – PAGE 2

SNOW PLOWING AREAS

1. MORRISH-MILLER ROAD PARKING LOT – Open hours are 7:00 a.m. to Midnight, Monday through Sunday.

For net sum of \$ 30

2. NORTH MORRISH ROAD PARKING LOT – Open hours are 7:00 a.m. to Midnight, Monday through Sunday. The alleyway snow is to be plowed to the North side of the alleyways. In the parking lot the snow may be stockpiled to the West end or North side.

For net sum of \$ 30

3. MUNICIPAL BUILDING, PERKINS LIBRARY-SENIOR CENTER PARKING LOT – Open hours are 8:00 a.m. to 8:00 p.m., Monday through Friday, Saturday-8:00 a.m. to 8:00 p.m.

Generally, the snow should be plowed to the Easterly end of the parking lot. Contractor is to clear snow from the ten (10') foot sidewalk between the Northerly parking islands. Snow is not to be pushed into the East-West sidewalk at the South end of the lot.

For net sum of \$ 125

- 3A. Sidewalks \$ 60

4. HOLLAND DRIVE PARKING LOT – Open hours are 7:00 a.m. to Midnight, Monday through Sunday.

For net sum of \$ 30

5. PUBLIC SAFETY BUILDING PARKING LOTS AND CIVIC DRIVE TO A POINT JUST WEST OF FIRST DRIVEWAY – No closed time – Open hours are twenty-four hours per day, seven days a week – preferably snow removal before 8:00 a.m. – Snow is not to be plowed on sidewalks.

For net sum of \$ 75

- 5A. Sidewalks \$ 50

6. PARK & RIDE LOT 124 X 200

For the net sum of \$ 60

7. 5012 HOLLAND – VACANT LOT

For the net sum of \$ 30

Sidewalks \$ 25

GRAND TOTAL OF AREA 1 THROUGH 7. \$ 515

**Ace Outdoor Services, LLC**

P.O. Box 779  
Grand Blanc, MI 48480

NOTE: ALL SIDEWALKS OPENINGS WILL BE CLEARED OF SNOW.

CITY OF SWARTZ CREEK  
SPECIFICATIONS AND INFORMATION  
FOR SNOW PLOW BIDS – PAGE 2

SNOW PLOWING AREAS

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For net sum of \$ 30

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For net sum of \$ 30

3. MUNICIPAL BUILDING, PERKINS LIBRARY-SENIOR CENTER PARKING LOT – Open hours are 8:00 a.m. to 8:00 p.m., Monday through Friday, Saturday-8:00 a.m. to 8:00 p.m.

Generally, the snow should be plowed to the Easterly end of the parking lot. Contractor is to clear snow from the ten (10') foot sidewalk between the Northerly parking islands. Snow is not to be pushed into the East-West sidewalk at the South end of the lot.

For net sum of \$ 125

- 3A. Sidewalks \$ 60

4. HOLLAND DRIVE PARKING LOT – Open hours are 7:00 a.m. to Midnight, Monday through Sunday.

For net sum of \$ 30

5. PUBLIC SAFETY BUILDING PARKING LOTS AND CIVIC DRIVE TO A POINT JUST WEST OF FIRST DRIVEWAY – No closed time – Open hours are twenty-four hours per day, seven days a week – preferably snow removal before 8:00 a.m. – Snow is not to be plowed on sidewalks.

For net sum of \$ 75

- 5A. Sidewalks \$ 50

6. PARK & RIDE LOT 124 X 200

For the net sum of \$ 60

7. 5012 HOLLAND – VACANT LOT

For the net sum of \$ 30

Sidewalks \$ 25

GRAND TOTAL OF AREA 1 THROUGH 7. \$ 515

**Ace Outdoor Services, LLC**

P.O. Box 779  
Grand Blanc, MI 48480

NOTE: ALL SIDEWALKS OPENINGS WILL BE CLEARED OF SNOW.

**CITY OF SWARTZ CREEK  
SPECIFICATIONS AND INFORMATION  
FOR SNOW PLOW BIDS – PAGE 3**

**SIDEWALK AREAS**

**SIDEWALK PLOWING AREA**

1. Morrish Road from Fortino Drive to Wade/Ingalls St \$ 50
  2. Miller Road from Fortino Drive to Third Street – Both sides of the road \$210
  3. Fortino Drive from Miller to Morrish \$50
- Area will be done only at the request of the City of Swartz Creek and will be Part of Parking Lot Bid Award
4. Sidewalk at 5012 Holland \$ 25

**Ace Outdoor Services, LLC**

P.O. Box 779  
Grand Blanc, MI 48480

CITY OF SWARTZ CREEK  
SPECIFICATIONS AND INFORMATION  
FOR SNOW PLOW BIDS – PAGE 2

SNOW PLOWING AREAS

1. MORRISH-MILLER ROAD PARKING LOT – Open hours are 7:00 a.m. to Midnight, Monday through Sunday.

For net sum of \$ 35.00

2. NORTH MORRISH ROAD PARKING LOT – Open hours are 7:00 a.m. to Midnight, Monday through Sunday. The alleyway snow is to be plowed to the North side of the alleyways. In the parking lot the snow may be stockpiled to the West end or North side.

For net sum of \$ 55.00

3. MUNICIPAL BUILDING, PERKINS LIBRARY-SENIOR CENTER PARKING LOT – Open hours are 8:00 a.m. to 8:00 p.m., Monday through Friday, Saturday-8:00 a.m. to 8:00 p.m.

Generally, the snow should be plowed to the Easterly end of the parking lot. Contractor is to clear snow from the ten (10') foot sidewalk between the Northerly parking islands. Snow is not to be pushed into the East-West sidewalk at the South end of the lot.

For net sum of \$ 120.00

- 3A. Sidewalks \$ 120.00

4. HOLLAND DRIVE PARKING LOT – Open hours are 7:00 a.m. to Midnight, Monday through Sunday.

For net sum of \$ 85.00

5. PUBLIC SAFETY BUILDING PARKING LOTS AND CIVIC DRIVE TO A POINT JUST WEST OF FIRST DRIVEWAY – No closed time – Open hours are twenty-four hours per day, seven days a week – preferably snow removal before 8:00 a.m. – Snow is not to be plowed on sidewalks.

For net sum of \$ 140.00

- 5A. Sidewalks \$ 50.00

6. PARK & RIDE LOT 124 X 200

For the net sum of \$ 35.00

7. 5012 HOLLAND – VACANT LOT

For the net sum of \$ 45.00

Sidewalks \$ 55.00

GRAND TOTAL OF AREA 1 THROUGH 7. \$ 740.00

NOTE: ALL SIDEWALKS OPENINGS WILL BE CLEARED OF SNOW.

CITY OF SWARTZ CREEK  
SPECIFICATIONS AND INFORMATION  
FOR SNOW PLOW BIDS – PAGE 3

SIDEWALK AREAS

SIDEWALK PLOWING AREA

1. Morrish Road from Fortino Drive to Wade/Ingalls St \$ 400.<sup>00</sup>
  2. Miller Road from Fortino Drive to Third Street – Both sides of the road \$ 400.<sup>00</sup>
  3. Fortino Drive from Miller to Morrish \$ 300.<sup>00</sup>
- Area will be done only at the request of the City of Swartz Creek and will be Part of Parking Lot Bid Award
4. Sidewalk at 5012 Holland \$ 20.<sup>00</sup>

Grand total of Area 1 through 4 \$ 1120.<sup>00</sup>

**REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK  
PERIOD ENDING 10/31/2016**

<b>GL NUMBER</b>	<b>2016-2017 AMENDED BUDGET</b>	<b>YTD BALANCE 10/31/2016 NORMAL (ABNORMAL)</b>	<b>AVAILABLE BALANCE NORMAL (ABNORMAL)</b>	<b>% BDGT USED</b>
<b>Fund 101 - General Fund</b>				
TOTAL REVENUES	2,410,900.06	1,614,725.62	796,174.44	66.98
TOTAL EXPENDITURES	2,473,976.88	795,403.76	1,678,573.12	32.15
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(63,076.82)</b>			
<b>Fund 202 - Major Street Fund</b>				
TOTAL REVENUES	442,400.00	123,715.68	318,684.32	27.96
TOTAL EXPENDITURES	572,199.70	339,181.67	233,018.03	59.28
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(129,799.70)</b>			
<b>Fund 203 - Local Street Fund</b>				
TOTAL REVENUES	336,702.00	209,358.90	127,343.10	62.18
TOTAL EXPENDITURES	432,292.08	49,490.14	382,801.94	11.45
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(95,590.08)</b>			
<b>Fund 204 - MUNICIPAL STREET FUND</b>				
TOTAL REVENUES	608,000.00	561,803.49	46,196.51	92.40
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>608,000.00</b>			
<b>Fund 226 - Garbage Fund</b>				
TOTAL REVENUES	380,907.00	343,976.84	36,930.16	90.30
TOTAL EXPENDITURES	427,206.75	108,829.03	318,377.72	25.47
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(46,299.75)</b>			
<b>Fund 248 - Downtown Development Fund</b>				
TOTAL REVENUES	67,900.00	45,033.86	22,866.14	66.32
TOTAL EXPENDITURES	67,730.00	4,412.16	63,317.84	6.51
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>170.00</b>			
<b>Fund 265 - Drug Enforcement Fund</b>				
TOTAL REVENUES	7,851.00	0.11	7,850.89	0.00
TOTAL EXPENDITURES	7,851.00	1,962.66	5,888.34	25.00
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>0.00</b>			
<b>Fund 350 - City Hall Debt Fund</b>				
TOTAL REVENUES	98,535.00	98,500.21	34.79	99.96
TOTAL EXPENDITURES	98,000.00	11,327.50	86,672.50	11.56
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>535.00</b>			

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK  
PERIOD ENDING 10/31/2016

GL NUMBER	2016-2017 AMENDED BUDGET	YTD BALANCE 10/31/2016 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 402 - Fire Equip Replacement Fund</b>				
TOTAL REVENUES	30,060.00	29,974.42	85.58	99.72
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>30,060.00</b>			
<b>Fund 590 - Water Supply Fund</b>				
TOTAL REVENUES	1,829,950.00	592,993.71	1,236,956.29	32.40
TOTAL EXPENDITURES	2,056,990.05	740,407.22	1,316,582.83	35.99
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(227,040.05)</b>			
<b>WATER FUND EXPENSE INCLUDES \$189,000 IN DEPRECIATION</b>				
<b>Fund 591 - Sanitary Sewer Fund</b>				
TOTAL REVENUES	1,289,230.00	306,464.97	982,765.03	23.77
TOTAL EXPENDITURES	1,828,988.88	293,649.21	1,535,339.67	16.06
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(539,758.88)</b>			
<b>SEWER FUND EXPENSE INCLUDES \$248,000 IN DEPRECIATION</b>				
<b>Fund 661 - Motor Pool Fund</b>				
TOTAL REVENUES	277,820.00	37,985.48	239,834.52	13.67
TOTAL EXPENDITURES	261,301.00	64,479.25	196,821.75	24.68
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>16,519.00</b>			
<b>Fund 865 - Sidewalks</b>				
TOTAL REVENUES	10,000.00	0.00	10,000.00	0.00
TOTAL EXPENDITURES	9,500.00	0.00	9,500.00	0.00
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>500.00</b>			
<b>Fund 866 - Weed Fund</b>				
TOTAL REVENUES	7,800.00	5,400.00	2,400.00	69.23
TOTAL EXPENDITURES	1,640.00	1,390.00	250.00	84.76
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>6,160.00</b>			

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

	<u>101-301-941</u>	<u>101-302-941</u>	<u>101-303-941</u>	<u>101-304-941</u>
#05-168	19	0	0	0
#05-649	52	0	0	0
#12-144	196	0	0	0
#13-384	278	0	0	0
#09-226	116	0	0	16
#10-161	0	0	97	0
#14-514	263	0	0	0
<b>TOTAL</b>	<b>924</b>	<b>0</b>	<b>97</b>	<b>16</b>

SCPD200 Ticket Ledger Report  
 10/1/2016 12:00:00 AM - 10/31/2016 12:00:00  
 AM

Citation No	Citation Date Time	Location	Offense
10638	10/26/2016	Mary Crapo, 8197 Miller Rd	
			8291 - 54003 - Traffic - Parked in Handicap Space
10639	10/26/2016	Mary Crapo Front Lot	
			8291 - 54003 - Traffic - Parked in Handicap Space
11201	10/28/2016	Winshall	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11202	10/28/2016	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11203	10/28/2016	Worcester	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11335	10/4/2016	School St	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11336	10/4/2016	Don Shenk	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11337	10/4/2016	Durwood	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11339	10/4/2016	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11340	10/4/2016	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11341	10/4/2016	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11342	10/4/2016	Holland	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11343	10/5/2016	Cappy Ln	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11344	10/5/2016	Winshall	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11345	10/5/2016	Durwood	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations

11346	10/5/2016	Greenleaf	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11347	10/13/2016	Winshall	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11348	10/13/2016	Parkridge	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
11349	10/18/2016	Hayes	
			9913 - 93004 - Traffic, Non-Criminal - Parking Violations
1345275	10/2/2016	Ingall's E/b Hayes St	
			8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License
1345358	10/14/2016	1 Dragon Dr At Swartz Crk High School	
			5312 - 53001 - Disturbing the Peace
1345359	10/26/2016	1 Dragon Dr At Swartz Crk High School	
			1399 - 13002 - Assault (Other)
1345360	10/28/2016	1 Dragon Dr At Swartz Crk High School	
			1399 - 13002 - Assault (Other)
1345432	10/30/2016	Miller Near Fortino's	
			8277 - 54003 - Traffic - Registration Law Violations
			8232 - 54003 - Traffic - Defective/Improper/No Tail Lights
1345493	10/8/2016	Morrish, 69	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
1482926	10/28/2016	Miller Rd W/b Near Fairchild	
			8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License
1482979	10/3/2016	5255 Oakview Dr	
			2902 - 29000 - Damage to Property - Private Property
1482980	10/3/2016	4141 S Morrish	
			8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License
			4899 - 48000 - Obstruct Police (Other)
1482981	10/9/2016	Miller Near Elms	
			8112 - 54003 - Traffic - Failed to Yield at Signed Intersection
1482982	10/12/2016	Miller Near Holland	
			9910 - 93001 - Traffic, Non-Criminal - Accident
1482983	10/13/2016	Mundy Twnshp, Hill Rd W/b At Linden Rd	
			8110 - 54003 - Traffic - Failed to Yield w/i Intersect Left Turn
1482984	10/13/2016	Miller Rd E/b Near Ford Rd	

			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
			8133 - 54003 - Traffic - Improper Turn from Wrong Lane
1482985	10/21/2016	One Dragon Dr	
			4196 - 41002 - Liquor Violation - Minor in Possession - Consume or Purchase Attempts
			4198 - 41002 - Liquor Violation - Furnishing Alcohol to a Minor
1482986	10/23/2016	Seymour Rd N/b Near Durood	
			8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)
			8280 - 54003 - Traffic - No Proof of Insurance
1482988	10/21/2016	One Dragon Dr At Swartz Crk High School	
			4196 - 41002 - Liquor Violation - Minor in Possession - Consume or Purchase Attempts
1483105	10/1/2016	Miller Near 69	
			2304 - 23006 - Larceny - Parts and Accessories from Vehicle
1483107	10/6/2016	Elms Elementary Near Elms Rd	
			8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License
			8280 - 54003 - Traffic - No Proof of Insurance
1486106	10/1/2016	Miller Near 69	
			8280 - 54003 - Traffic - No Proof of Insurance
			8277 - 54003 - Traffic - Registration Law Violations

**Total Tickets : 38**

**Total Offenses : 45**

## 210 OFFENSE SUMMARY

10/1/2016 12:00:00 AM – 10/31/2016 12:00:00

AM

Offense	Total
1313 - 13001 - Assault and Battery/Simple Assault	2
2304 - 23006 - Larceny - Parts and Accessories from Vehicle	1
2399 - 23007 - Larceny (Other)	1
2502 - 25000 - Forgery of Other Object	1
2604 - 26003 - Fraud - Impersonation	1
2608 - 26005 - Fraud by Wire	1
2609 - 26003 - Fraud - Identity Theft	1
2609 - Identity Theft	1
2902 - 29000 - Damage to Property - Private Property	2
2999 - 29000 - Damage to Property (other)	1
3073 - 30002 - Retail Fraud Theft 1st Degree	1
3074 - 30002 - Retail Fraud Theft 2nd Degree	2
3078 - 30002 - Retail Fraud Theft 3rd Degree	3
4196 - 41002 - Liquor Violation - Minor in Possession - Consume or Purchase Attempts	2
4899 - 48000 - Obstruct Police (Other)	1
5011 - 50000 - Parole Violation	1
5015 - 50000 - Failure to Appear	1
5287 - 52001 - Weapon, Carry in Prohibited Zone	2
8011 - 54001 - Motor Vehicle Accident - Failed to Stop and Identify	3
8271 - 54003 - Traffic - No Operators License	1
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	3
9910 - 93001 - Traffic, Non-Criminal - Accident	10
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	2
9913 - 93004 - Traffic, Non-Criminal - Parking Violations	1
9953 - 99008 - Miscellaneous - General Assistance	1
9954 - 99009 - Miscellaneous - Non-Criminal	1
<b>Total:</b>	<b>47</b>

# Inspection List

10/31/16

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
8391 MILLER RD	58-02-504-010	Rough	10/03/2016	10/03/2016	Approved	Leon Buning
4272 LATIFEE CT	58-36-651-246	Final	10/04/2016	10/04/2016	Approved	Leon Buning
8391 MILLER RD	58-02-504-010	Final	10/04/2016	10/04/2016	Approved	Matt Hart
4292 LINDSEY DR	58-36-676-065	Rough	10/04/2016	10/04/2016	Approved	Bob Davis
5277 WORCHESTER DR	58-02-551-012	Right of Way	10/04/2016			Tom Svrcek
5351 DON SHENK DR	58-02-552-019	Right of Way	10/04/2016			Tom Svrcek
5141 DURWOOD DR	58-03-533-154	Right of Way	10/04/2016			Tom Svrcek
6359 MILLER RD	58-31-100-033	Ordinance	10/04/2016			Tom Svrcek
8353 MILLER RD	58-02-504-006	Ordinance	10/04/2016	09/12/2016	Violation(s)	Tom Svrcek
5388 DURWOOD DR	58-03-533-114	Ordinance	10/04/2016			Tom Svrcek
5157 MORRISH RD	58-01-100-013	Ordinance	10/04/2016			Amy Nichols
7512 GROVE ST	58-01-100-019	Ordinance	10/04/2016			Amy Nichols
5296 GREENLEAF DR	58-03-533-055	Right of Way	10/04/2016			Tom Svrcek
	58-36-578-016	Ordinance	10/04/2016			Amy Nichols
5170 MORRISH RD	58-02-530-044	Ordinance	10/04/2016			Amy Nichols
	58-35-576-017	Ordinance	10/04/2016			Amy Nichols
5016 MC LAIN ST	58-02-526-058	Ordinance	10/04/2016			Amy Nichols
4276 KROGER DR	58-36-400-010	Partial Progress	10/04/2016	10/04/2016	Approved	Bob Davis
4126 ELMS RD	58-36-526-020	Follow Up	10/04/2016	10/04/2016	Complied	Matt Hart
9189 OAKVIEW DR	58-03-531-096	Status	10/05/2016	10/05/2016	Partially Complied	Jeremy Pizzala
8024 MILLER RD	58-35-576-043	Status	10/05/2016	10/05/2016	Complied	Jeremy Pizzala
4276 KROGER DR	58-36-400-010	Rough	10/05/2016	10/05/2016	Approved	Matt Hart
5157 MORRISH RD	58-01-100-013	Status	10/05/2016	10/05/2016	No Change	Matt Hart
9041 MILLER RD	58-03-530-001	Final	10/06/2016	10/06/2016	Approved	Bob Davis
7197 MILLER RD	58-36-577-025	Final	10/06/2016	10/06/2016	Approved	Bob Davis
4276 KROGER DR	58-36-400-010	Partial Progress	10/06/2016	10/06/2016	Approved	Bob Davis
5140 WINSLOW DR	58-02-503-081	open roof	10/07/2016	10/07/2016	Approved	Matt Hart

# Inspection List

10/31/16

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
5140 WINSHALL DR	58-02-503-081	Final	10/10/2016	10/10/2016	Approved	Matt Hart
9128 CHESTERFIELD DR	58-03-526-015	Final	10/11/2016	10/11/2016	Approved	Matt Hart
7100 ABBEY LN	58-36-526-056	Final	10/11/2016	10/11/2016	Approved	Matt Hart
4297 MAYA LN	58-36-676-022	Final	10/11/2016	10/11/2016	Approved	Matt Hart
9275 HILL RD	58-03-576-007	Site Inspection	10/11/2016			Tom Svrcek
8406 MILLER RD	58-35-551-002	Final	10/13/2016	10/13/2016	Approved	Bob Davis
4276 KROGER DR	58-36-400-010	Partial Progress	10/13/2016	10/13/2016	Approved	Bob Davis
4276 KROGER DR	58-36-400-010	Partial Progress	10/13/2016	10/13/2016	Approved	Bob Davis
4276 KROGER DR	58-36-400-010	Rough	10/13/2016	10/13/2016	Approved	Bob Davis
8391 MILLER RD	58-02-504-010	Final	10/17/2016	10/19/2016	Approved	Leon Buning
5176 BIRCHCREST DR	58-03-531-121	Final	10/17/2016	10/17/2016	Approved	Matt Hart
5058 MORRISH RD	58-02-529-012	Final	10/17/2016	10/17/2016	Approved	Matt Hart
4276 KROGER DR	58-36-400-010	Service-Temporary	10/17/2016	10/17/2016	Approved	Leon Buning
7160 PARK RIDGE PKWY	58-36-529-005	Final	10/17/2016	10/17/2016	Approved	Leon Buning
5086 MORRISH RD	58-02-200-014	Site Inspection	10/17/2016			Tom Svrcek
4292 LINDSEY DR	58-36-676-065	Service	10/17/2016	10/17/2016	Approved	Leon Buning
4292 LINDSEY DR	58-36-676-065	Rough	10/17/2016	10/17/2016	Approved	Leon Buning
4369 ROUNDHOUSE RD	58-36-300-029	Initial	10/17/2016	10/24/2016	Violation(s)	Matt Hart
5052 FAIRCHILD ST	58-02-526-086	Underslab	10/18/2016	10/18/2016	Approved	Matt Hart
4276 KROGER DR	58-36-400-010	Partial Progress	10/18/2016	10/18/2016	Approved	Bob Davis
4276 KROGER DR	58-36-400-010	Partial Rough	10/18/2016	10/18/2016	Approved	Bob Davis
5388 DURWOOD DR	58-03-533-114	Status	10/19/2016	10/19/2016	No Change	Jeremy Pizzala
7556 MILLER RD	58-36-552-009	Status	10/19/2016	10/20/2016	Partially Complied	Matt Hart
7084 MILLER RD	58-36-576-012	Final	10/19/2016	10/19/2016	Approved	Leon Buning
4292 LINDSEY DR	58-36-676-065	Rough	10/19/2016	10/20/2016	Approved	Matt Hart
3263 HERITAGE BLVD	58-30-651-095	Final	10/19/2016	10/19/2016	Approved	Leon Buning
5086 SCHOOLCOURT	58-02-526-022	Citation	10/19/2016			Tom Svrcek

# Inspection List

10/31/16

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
7084 MILLER RD	58-36-576-012	Final	10/20/2016	10/20/2016	Approved	Bob Davis
3263 HERITAGE BLVD	58-30-651-095	Final	10/20/2016	10/20/2016	Approved	Bob Davis
4276 KROGER DR	58-36-400-010	Partial Rough	10/20/2016	10/20/2016	Approved	Matt Hart
7084 MILLER RD	58-36-576-012	Final	10/20/2016	10/20/2016	Partially Approved	Matt Hart
4276 KROGER DR	58-36-400-010	Partial Rough	10/21/2016	10/21/2016	Approved	Bob Davis
7195 LINDSEY DR	58-36-676-047	Underground	10/22/2016	10/22/2016	Approved	Bob Davis
7195 LINDSEY DR	58-36-676-047	Rough	10/22/2016	10/22/2016	Approved	Bob Davis
4301 ELMS RD	58-31-551-006	Status	10/24/2016	10/24/2016	No Change	Adam Zettel
5256 DON SHENK DR	58-02-503-004	Status	10/24/2016	10/24/2016	No Change	Jeremy Pizzala
5014 FORD ST	58-02-528-012	Status	10/24/2016	10/24/2016	No Change	Jeremy Pizzala
8060 MILLER RD	58-35-576-029	Status	10/24/2016	10/24/2016	No Change	Matt Hart
89 HAMILTON ST	58-35-776-089	Final	10/25/2016	10/25/2016	Approved	Bob Davis
9041 MILLER RD	58-03-530-001	Final	10/25/2016	10/25/2016	Approved	Leon Buning
4276 KROGER DR	58-36-400-010	Partial Progress	10/25/2016	10/25/2016	Approved	Bob Davis
5290 GREENLEAF DR	58-03-533-056	Final Zoning	10/26/2016	10/27/2016	Approved	Matt Hart
9041 MILLER RD	58-03-530-001	Final	10/26/2016	10/27/2016	Approved	Matt Hart
5058 MORRISH RD	58-02-529-012	Status	10/27/2016			Matt Hart
8060 MILLER RD	58-35-576-029	Status	10/27/2016			Matt Hart
8103 MILLER RD	58-02-528-002	Status	10/27/2016			Matt Hart
5044 MORRISH RD	58-02-529-010	Status	10/27/2016			Matt Hart
5448 SEYMOUR RD	58-03-400-010	Final	10/27/2016	10/27/2016	Approved	Bob Davis
5173 WORCHESTER DR	58-02-502-024	Final	10/27/2016	10/27/2016	Approved	Bob Davis

**Inspections: 76**

Population: All Records

Inspection.DateTimeScheduled Between 10/1/2016 12:00:00 AM AND 10/31/2016 11:59:59 PM

10/31/16

# City of Swartz Creek Building Permit List 2016

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee		Location	Type of Construction
<b>Building</b>								
PB1600054	10/11/16	Home Inspection Plus Inc	(248) 953 2487	58-02-526-086	\$3,348	\$115.00	5052 FAIRCHILD ST	48473-Res Add/Alter/Repair
PB1600055	10/20/16	Lockhart Roofing Co.	(810) 235 9866	58-02-504-009	\$6,960	\$130.00	8383 MILLER RD	48473-Roofing
<b>Total:</b>		<b>2 Permits</b>	<b>Value: \$10,308</b>		<b>Fee Total: \$245.00</b>		Total Number of Dwelling Units 0	

<b>Electrical</b>								
PE1600045	10/11/16	Oak Electric Service	(248) 623 4900	58-36-676-053	\$0	\$106.00	7260 LINDSEY DR	48473 Electrical
PE1600046	10/04/16	DM Burr Mechanical	(810) 213 6727	58-36-578-007	\$0	\$122.00	7240 MILLER RD	48473-Electrical
PE1600047	10/06/16	Bowen Electric, LLC	(810) 407 7205	58-36-526-041	\$0	\$106.00	7096 YARMY DR	48473-Electrical
PE1600048	10/06/16	Creative Electrical Solutions	(810) 659 7884	58-30-651-095	\$0	\$116.00	3263 HERITAGE BLVD	48473-Electrical
PE1600049	10/10/16	Eagle Express Electric LLC	(810) 624 1301	58-36-529-005	\$0	\$106.00	7160 PARK RIDGE PKWY	48473-Electrical
PE1600051	10/17/16	B & W Electric	(810) 397 4246	58-36-676-065	\$0	\$333.00	4292 LINDSEY DR	48473 Electrical
PE1600052	10/26/16	B & W Electric	(810) 397 4246	58-36-676-047	\$0	\$110.00	7195 LINDSEY DR	48473 Electrical
<b>Total:</b>		<b>7 Permits</b>	<b>Value: \$0</b>		<b>Fee Total: \$999.00</b>		Total Number of Dwelling Units 0	

<b>Mechanical</b>								
PM160051	10/11/16	Oak Electric Service	(248) 623 4900	58-36-676-053	\$0	\$105.00	7260 LINDSEY DR	48473 Mechanical
PM160052	10/04/16	DM Burr Mechanical	(810) 213 6727	58-36-578-007	\$0	\$160.00	7240 MILLER RD	48473-Mechanical
PM160053	10/06/16	SK Heating & Cooling	(810) 407 7205	58-36-526-041	\$0	\$130.00	7096 YARMY DR	48473-Mechanical
PM160054	10/06/16	Thomas Albright & Assoc Inc	(810) 659 7884	58-30-651-095	\$0	\$155.00	3263 HERITAGE BLVD	48473-Mechanical
PM160055	10/10/16	Holland Heating & Cooling	(810) 653 4328	58-36-651-230	\$0	\$130.00	7374 CROSSCREEK DR	48473-Mechanical
PM160056	10/12/16	Blessing Co.	(810) 694 4861	58-02-502-024	\$0	\$130.00	5173 WORCHESTER DR	48473 Mechanical

# City of Swartz Creek

## Building Permit List

2016

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
PM160057	10/19/16	Bradow Contracting LLC	(810) 691 0383	58-36-529-005	\$0	\$155.00	7160 PARK RIDGE PKWY 48473-Mechanical
PM160058	10/25/16	Goyette Mechanical	(810) 742 8530	58-36-651-132	\$0	\$130.00	4287 CHAPEL LN 48473-Mechanical
PM160059	10/31/16	Staley's Plbg & Htg, Inc.	(810) 659 5572	58-36-676-047	\$0	\$255.00	7195 LINDSEY DR 48473 Mechanical
<b>Total:</b>		<b>9 Permits</b>	<b>Value: \$0</b>		<b>Fee Total: \$1,350.00</b>		Total Number of Dwelling Units 0

### Plumbing

PP160028	10/13/16	Burnash Plbg	(810) 836 3489	58-36-676-047	\$0	\$274.00	7195 LINDSEY DR 48473 Plumbing
<b>Total:</b>		<b>1 Permits</b>	<b>Value: \$0</b>		<b>Fee Total: \$274.00</b>		Total Number of Dwelling Units 0

### Right of Way

PROW-0033	10/04/16	Salvatore Delisi		58-02-551-012	\$0	\$100.00	5277 WORCHESTER DR 48473-Right of way
PROW-0034	10/04/16	Salvatore Delisi		58-02-552-019	\$0	\$100.00	5351 DON SHENK DR 48473-Right of way
PROW-0035	10/04/16	Salvatore Delisi		58-03-533-154	\$0	\$100.00	5141 DURWOOD DR 48473-Right of way
PROW-0036	10/04/16	Salvatore Delisi		58-03-533-055	\$0	\$100.00	5296 GREENLEAF DR 48473-Right of way
<b>Total:</b>		<b>4 Permits</b>	<b>Value: \$0</b>		<b>Fee Total: \$400.00</b>		Total Number of Dwelling Units 0

### Zoning

PZ15-0020	10/07/16	CRITES, ROBERT		58-36-300-017	\$7,500	\$25.00	7510 MILLER RD 48473-Fence
<b>Total:</b>		<b>1 Permits</b>	<b>Value: \$7,500</b>		<b>Fee Total: \$25.00</b>		Total Number of Dwelling Units 0

10/31/16

# City of Swartz Creek Building Permit List 2016

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
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***Permit Total: 24***

***Value: \$17,808***

***Fee Total: \$3,293.00***

Permit.DateIssued Between 10/1/2016  
12:00:00 AM AND 10/31/2016 11:59:59 PM



# Enforcements By Category

10/31/16

## WEED COMPLAINT

Enforcement Number	Address	Status	Filed	Closed
E16-350	6359 MILLER RD	Inspection Pending	10/04/16	10/09/16
E16-351	8353 MILLER RD	Inspection Pending	10/04/16	10/07/16
E16-352	5388 DURWOOD DR	Inspection Pending	10/04/16	10/05/16
E16-353	5157 MORRISH RD	Closed	10/04/16	10/05/16
E16-354	7512 GROVE ST	Inspection Pending	10/04/16	10/07/16
E16-355		Inspection Pending	10/04/16	
E16-356	5170 MORRISH RD	Inspection Pending	10/04/16	10/05/16
E16-357		Inspection Pending	10/04/16	10/08/16
E16-358	5016 MC LAIN ST	Inspection Pending	10/04/16	10/05/16
E16-359		Inspection Pending	10/05/16	
E16-360	9275 HILL RD	Complete	10/11/16	10/18/16
E16-361	5086 MORRISH RD		10/17/16	
E16-362	5086 SCHOOL ST	Inspection Pending	10/19/16	

**Total Entries: 13**

**Total Records: 13**

Population: All Records

Enforcement.DateFiled Between 10/1/2016 12:00:00 AM AND 10/31/2016 11:5

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

11/01/16

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
LNDS16-0120 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	10/03/16 10/03/16	LANDSCAPING
FNRD16-1085 COMPLETED	LO10-004186-0000-01	HATCH, CRAIG H 4186 LOCUST LN	10/03/16 10/03/16	FINAL READ
FNRD16-1086 COMPLETED	WO10-005365-0000-04	HANEY, JORDAN 5365 WORCHESTER DR	10/03/16 10/03/16	FINAL READ
FNRD16-1087 COMPLETED	MI10-005428-0000-10	IVY, JAMES 5428 MILLER RD	10/03/16 10/03/16	FINAL READ
FNRD16-1088 COMPLETED	CH10-009096-0000-01	LYONS, DONNA 9096 CHELMSFORD DR	10/03/16 10/03/16	FINAL READ
TRDN16-0069	WO10-005185-0000-01	HANEY, LAWANDA J 5185 WORCHESTER DR	10/03/16	TREE-TAKE DOWN
MNT16-0227	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	10/03/16	BUILDING MAINTENA
READ16-0512 COMPLETED	AS10-000136-0000-03	FORGIE, JAMES M. 136 ASHLEY CIR	10/03/16 10/04/16	READ METER
WTON16-0972 COMPLETED	WO10-005215-0000-04	SMYTH, CHRISTINE 5215 WORCHESTER DR	10/03/16 10/03/16	WATER TURN ON
FNRD16-1089 COMPLETED	AS10-000099-0000-01	GREEN, JAMES 99 ASHLEY CIR	10/04/16 10/04/16	FINAL READ
READ16-0513 COMPLETED	MI10-009001-0000-01	CROSSWINDS NORTH, INC 9001 MILLER RD	10/04/16 10/04/16	READ METER
FNRD16-1090 COMPLETED	CC10-007414-0000-01	NEISCH, W O REV 7414 CROSSCREEK DR	10/04/16 10/04/16	FINAL READ
MNT16-0228 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	10/04/16 10/04/16	BUILDING MAINTENA
FNRD16-1092 COMPLETED	EL10-004061-0000-01	CONNER, JOYCE M 4061 ELMS RD	10/04/16 10/05/16	FINAL READ
MTRP16-0497 COMPLETED	YO10-009220-0000-01	AUTEN, SHELIA 9220 YOUNG DR	10/04/16 10/04/16	METER REPAIR
READ16-0514	MI10-007400-0000-01	UNITED METHODIST CHURCH 7400 MILLER RD	10/05/16	READ METER
BXRP16-0117	MO10-004437-0000-03	GOLDFEIN, AARON 4437 MORRISH RD	10/05/16	CURB BOX REPAIR
MNT16-0229 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	10/05/16 10/05/16	BUILDING MAINTENA
CKME16-0304 COMPLETED	MI10-008383-0000-01	GREEN, MARGOT A 8383 MILLER RD	10/05/16 10/05/16	CHECK METER
CKME16-0305 COMPLETED	AU10-006295-0000-04	BALISH, KRISTINA & BRIGGS, 6295 AUGUSTA ST	210/05/16 10/05/16	CHECK METER

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
MNT16-0230 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	10/06/16 10/06/16	BUILDING MAINTENA
GWO16-0376 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	10/06/16 10/07/16	GENERIC WORK ORDE
FNRD16-1093 COMPLETED	WA10-007468-0000-02	DOWD, JANA 7468 WADE ST	10/07/16 10/07/16	FINAL READ
FNRD16-1094 COMPLETED	WO10-005215-0000-04	SMYTH, CHRISTINE 5215 WORCHESTER DR	10/07/16 10/07/16	FINAL READ
CKME16-0306 COMPLETED	DI10-007470-0000-03	FLOWERS, VIOLA 7470 DIANE CT	10/07/16 10/07/16	CHECK METER
WTON16-0973 COMPLETED	SE20-005361-0000-03	ASBURY, MICHELLE 5361 SEYMOUR RD	10/07/16 10/07/16	WATER TURN ON
FNRD16-1095 COMPLETED	FA10-005045-0000-03	STULTZ, STEVEN T. 5045 FAIRCHILD ST	10/10/16 10/10/16	FINAL READ
CKME16-0308 COMPLETED	LU10-009128-0000-02	BELZER, JACK 9128 LUEA LN	10/10/16 10/10/16	CHECK METER
FNRD16-1091 COMPLETED	LU10-009130-0000-01	ROBINSON, KATHLEEN 9130 LUEA LN	10/11/16 10/10/16	FINAL READ
FNRD16-1096 COMPLETED	MI10-007178-0000-02	SMEJA, KAREN 7178 MILLER RD	10/11/16 10/11/16	FINAL READ
FNRD16-1097 COMPLETED	SE20-005194-0000-05	HEWARD, PATTI 5194 SEYMOUR RD	10/11/16 10/11/16	FINAL READ
CKME16-0309 COMPLETED	HI10-009315-0000-02	PERRY, STANLEY H. JR. 9315 HILL RD	10/11/16 10/11/16	CHECK METER
CKME16-0307 COMPLETED	ET10-009294-0000-01	HAMILTON, DENISE 9294 ETON CT	10/11/16 10/11/16	CHECK METER
CKME16-0311 COMPLETED	DU10-005289-0000-01	SMITH, JIMMIE 5289 DURWOOD DR	10/11/16 10/11/16	CHECK METER
WOFF16-1550 CANCELLED	GR10-005207-0000-06	PLUMB, AMY 5207 GREENLEAF DR	10/12/16	WATER TURN OFF
FNRD16-1098 COMPLETED	EL10-004354-0000-03	COUTURE, MELODY 4354 ELMS RD	10/12/16 10/13/16	FINAL READ
FNRD16-1099 COMPLETED	NO10-009135-0000-03	WOOLWINE, LINDSEY 9135 NORBURY DR	10/12/16 10/13/16	FINAL READ
WOFF16-1554 COMPLETED	WI10-005348-0000-03	TILLEY, ANGIE 5348 WINSHALL DR	10/12/16 10/13/16	WATER TURN OFF
CKME16-0312 COMPLETED	SP10-004397-0000-02	SPRINGER, DIANE 4397 SPRINGBROOK DR	10/12/16 10/12/16	CHECK METER
CKME16-0310 CANCELLED	SE20-005113-0000-01	ROESNER, ERNEST 5113 SEYMOUR RD	10/12/16	CHECK METER
LIMB16-0022 COMPLETED	DO10-005154-0000-01	LEONARD, DAVID 5154 DON SHENK DR	10/13/16 10/14/16	TREE LIMB DOWN
WOFF16-1555	HA10-005014-0000-10	YAGER, AMBER	10/13/16	WATER TURN OFF

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
COMPLETED		5014 HAYES ST	10/13/16	
WTON16-0974 COMPLETED	WI10-005348-0000-03	TILLEY, ANGIE 5348 WINSHALL DR	10/13/16 10/13/16	WATER TURN ON
SETM16-0041	BR20-007085-0000-01	KEEN, LILLIAN 7085 BRISTOL RD	10/13/16	SET METER
WOFF16-1556 COMPLETED	FO20-008059-SPRI-00	VETERAN'S MEMORIAL 8059 PAUL FORTINO DR	10/13/16 10/14/16	WATER TURN OFF
INSP16-000006	GR10-005219-0000-02	MIDDLETON, ALLISON 5219 GREENLEAF DR	10/13/16	TREE INSPECTION
FNRD16-1100 COMPLETED	LI10-004257-0000-01	WOODSIDE BUILDERS 4257 LINDSEY DR	10/14/16 10/14/16	FINAL READ
CKME16-0313 COMPLETED	OA10-005181-0000-02	SPOHN, JOSH 5181 OAKVIEW DR	10/14/16 10/14/16	CHECK METER
FNRD16-1101 COMPLETED	CH10-008485-0000-01	RAYMOND, MARK 8485 CHELMSFORD DR	10/17/16 10/17/16	FINAL READ
TRIM16-0027	WI10-005354-0000-02	REISER, DAVID 5354 WINSHALL DR	10/17/16	TREE-TRIM
FNRD16-1102 COMPLETED	MI10-006359-0000-00	ITT TECH 6359 MILLER RD	10/17/16 10/18/16	FINAL READ
CKME16-0314 COMPLETED	CA10-008353-0000-02	TYLER, WANDA 8353 CAPPY LN	10/17/16 10/17/16	CHECK METER
BXRP16-0118 COMPLETED	LU10-009044-0000-01	HOVIS, VERNON 9044 LUEA LN	10/18/16 10/18/16	CURB BOX REPAIR
DRAN16-0043	SE20-005101-0000-01	SHIPLEY, PATSY 5101 SEYMOUR RD	10/19/16	STORM DRAINS
WTON16-0975 COMPLETED	WI10-005200-0000-09	ZERKA, JOHN 5200 WINSHALL DR	10/19/16 10/19/16	WATER TURN ON
SI-000009	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	10/20/16	SIGNS
GWO16-0374 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	10/21/16 10/21/16	GENERIC WORK ORDE
MNT16-0225 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	10/21/16 10/21/16	BUILDING MAINTENA
FNRD16-1103 COMPLETED	HA10-005026-0000-04	HILL, MATT 5026 HAYES ST	10/21/16 10/21/16	FINAL READ
MNT16-0226 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	10/24/16 10/24/16	BUILDING MAINTENA
WOFF16-1557 COMPLETED	CR10-008051-0000-08	PETTEY, TRAVIS 8051 CRAPO ST	10/25/16 10/26/16	WATER TURN OFF
WOFF16-1558 COMPLETED	DO10-005304-0000-10	BRIGGS, CHAD 5304 DON SHENK DR	10/25/16 10/26/16	WATER TURN OFF
WOFF16-1559 COMPLETED	EL10-004126-0000-11	MASCHINO, DAVID 4126 ELMS RD	10/25/16 10/26/16	WATER TURN OFF

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
WOFF16-1560 CANCELLED	MI10-007241-0000-04	MURPHY, PATTI 7241 MILLER RD	10/25/16	WATER TURN OFF
WOFF16-1561 COMPLETED	MI10-007287-0000-05	JAQUES, JAMES 7287 MILLER RD	10/25/16 10/26/16	WATER TURN OFF
WOFF16-1562 COMPLETED	WI10-005124-0000-06	HOOVER, SCOTT 5124 WINSHALL DR	10/25/16 10/26/16	WATER TURN OFF
WOFF16-1563 CANCELLED	WI10-005132-0000-03	IRISH, MATTHEW 5132 WINSHALL DR	10/25/16	WATER TURN OFF
WOFF16-1564 COMPLETED	WI10-005185-0000-10	SANDERS, BRIANA 5185 WINSHALL DR	10/25/16 10/26/16	WATER TURN OFF
TRDN16-0070	CH10-009151-0000-01	WILLHELM, DEBRA 9151 CHELMSFORD DR	10/25/16	TREE-TAKE DOWN
WOFF16-1566 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	10/25/16 10/25/16	WATER TURN OFF
WOFF16-1567 COMPLETED	WI10-005363-0000-01	WINSHALL PARK 5363 WINSHALL DR	10/25/16 10/25/16	WATER TURN OFF
GWO16-0377	WI10-005363-0000-01	WINSHALL PARK 5363 WINSHALL DR	10/25/16	GENERIC WORK ORDE
GWO16-0378	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	10/25/16	GENERIC WORK ORDE
FNRD16-1104 COMPLETED	JI10-009282-0000-01	STROIK, ELIZABETH C 9282 JILL MARIE LN	10/26/16 10/26/16	FINAL READ
FNRD16-1105 COMPLETED	WO10-005307-0000-02	SHEROSKI JR, TERRANCE 5307 WORCHESTER DR	10/26/16 10/26/16	FINAL READ
WOFF16-1568 COMPLETED	DO10-005321-0000-07	HEINZ, JENNIFER 5321 DON SHENK DR	10/26/16 10/26/16	WATER TURN OFF
WTON16-0976 COMPLETED	DO10-005304-0000-10	BRIGGS, CHAD 5304 DON SHENK DR	10/26/16 10/27/16	WATER TURN ON
WTON16-0977 COMPLETED	WI10-005185-0000-10	SANDERS, BRIANA 5185 WINSHALL DR	10/26/16 10/26/16	WATER TURN ON
WTON16-0978 COMPLETED	WI10-005124-0000-06	HOOVER, SCOTT 5124 WINSHALL DR	10/26/16 10/26/16	WATER TURN ON
WTON16-0979 COMPLETED	CR10-008051-0000-08	PETTEY, TRAVIS 8051 CRAPO ST	10/26/16 10/26/16	WATER TURN ON
WOFF16-1565	FA10-005086-0000-01	SUTTON, JOHN 5086 FAIRCHILD ST	10/26/16	WATER TURN OFF
WOFF16-1569	WO10-005365-0000-04	HANEY, JORDAN 5365 WORCHESTER DR	10/27/16	WATER TURN OFF
FNRD16-1106 COMPLETED	KI10-000022-0000-02	DRAHEIM, SHARON 22 KINGSLEY DR	10/27/16 10/27/16	FINAL READ
WPRESS16-000007 COMPLETED	CH20-009277-0000-01	JANES, MIKE 9277 CHESTERFIELD DR	10/27/16 10/27/16	WATER PRESSURE
WTON16-0980	DO10-005321-0000-07	HEINZ, JENNIFER	10/27/16	WATER TURN ON

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		5321 DON SHENK DR	10/27/16	
SWBK16-0064	DU10-005183-0000-02	HANEL, BRENT	10/27/16	SEWER BACKUP
COMPLETED		5183 DURWOOD DR	10/27/16	
WTON16-0981	MI10-007287-0000-05	JAQUES, JAMES	10/28/16	WATER TURN ON
COMPLETED		7287 MILLER RD	10/28/16	
FNRD16-1107	MY10-004370-0000-01	POWELSON, DONALD	10/28/16	FINAL READ
		4370 MAYA LN		
WTON16-0982	EL10-004126-0000-11	MASCHINO, DAVID	10/28/16	WATER TURN ON
COMPLETED		4126 ELMS RD	10/28/16	
CKME16-0317	OX10-005162-0000-01	WEBER, WILLIAM	10/28/16	CHECK METER
		5162 OXFORD CT		
WOFF16-1570	MI10-006359-0000-01	ITT TECH	10/31/16	WATER TURN OFF
		6359 MILLER RD		
CKME16-0316	MI10-006192-0000-01	POLASEK, JAMES	10/31/16	CHECK METER
		6192 MILLER RD		

Total Records: 92

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Report Generated: 11/1/2016 8:16 AM  
 Report Options: Scheduled From: 10/1/2016 To: 10/31/2016

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# DPS ACTIVITY OCTOBER 2016

	<u>REGULAR</u>	<u>HOLIDAY</u>	<u>VACATION</u>	<u>ABSENT</u>	<u>OT</u>	<u>DT</u>
<b>101 GENERAL FUND</b>						
262.0 ELECTIONS						
345.0 P S BLDG	34.33		0.59	0.59		
781.0 AMPHI-PARK						
782.0 WINSHALL PARK	26.02		0.36	0.34		
783.0 ELMS PARK	21.57		1.14			
784.0 BICENT. PARK	0.50					
790.0 SENIOR CENTER/LIBRARY	35.83		0.81	0.17		
793.0 CITY HALL	19.72		0.36	0.67		
794.0 COMM PROMO	19.50			0.65	4.00	
796.0 CEMETERY	1.00					
<b>202 MAJOR STREET FUND</b>						
429.0 SAFETY						
441.0 PARK & RIDE	11.00					
463.0 STREET MAIN	114.50		3.95	3.74		
474.0 TRAFFIC	12.00			0.56		
478.0 SNOW & ICE						
482.0 ADMIN	16.76		1.22			
<b>203 LOCAL STREET FUND</b>						
429.0 SAFETY						
463.0 STREET MAIN	133.00		8.31	1.80		
474.0 TRAFFIC	3.00			0.22		
478.0 SNOW & ICE						
482.0 ADMIN	7.80		0.52			
<b>226 GARBAGE FUND</b>						
528.0 COLLECT	21.11		1.29	0.95		
530.0 WOODCHIPPING	93.11		4.07	0.62		
782.0 WINSHALL PARK GARBAGE	13.00		0.22	0.45	4.00	4.00
783.0 ELMS PARK GARBAGE	12.50		0.22	0.43	4.00	4.00
793.0 CITY HALL	3.80			0.16		
<b>590 WATER</b>						
540.0 WATER SYSTEM	110.30		5.62	3.90	2.00	
<b>540.0 WATER-ON CALL</b>	2.00		0.21			
542.0 READ & BILL	38.50		0.94	0.33		
793.0 CITY HALL	9.50			0.42		
<b>591 SEWER</b>						
536.0 SEWER SYSTEM	49.30		3.64	0.37		
<b>536.0 SEWER-ON CALL</b>	2.00		0.21			
537.0 LIFT STATION	9.00		0.11	0.51		
542.0 READ & BILL	38.50		0.94	0.32		
793.0 CITY HALL	9.50			0.42		
<b>661 MOTOR POOL FUND</b>						
795.0 CITY GARAGE	57.35		1.27	0.38		
<b>DAILY HOURS TOTAL</b>	<b>926.00</b>	<b>0.00</b>	<b>36.00</b>	<b>18.00</b>	<b>14.00</b>	<b>8.00</b>

October 2016	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#5-16 2WD gas	1223.0		80.0		
#7-15 4WD gas	613.0		70.5		
#3-08 P/U 4WD gas	357.0		46.8		
09-03 P/U 4WD diesel	286.0				25.0
#2-08 P/U 4WD gas	460.0		52.6		
#6-00 BACKHOE diesel					20.0
#11 DUMP gas	842.0				22.0
#12-02 DUMP diesel					
#12-04 DUMP diesel	233.0				44.0
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					17.0
#19 JD TRACTOR diesel					
#06-99 BUCKET TRUCK gas					
#21 WOOD CHIPPER diesel					22.0
#807 STREET SWEEPER diesel	181.0				125.0
#42 ASPHALT HEATER diesel					
#37 TRAIL ARROW					
#10-15 GEN gas					
<b>TOTAL</b>	<b>4195.0</b>		<b>249.9</b>		<b>275.0</b>

DPS Equipment Rental  
 October 2016  
 Page 1

Nature Of Work	4WD 7-15,3-08 2-08, 09-03	4WD 7-15,3-08 2-08, 09-03a	2WD 5-16	JCB Backhoe 06'00	Backhoe w/breaker 06'00a	Bucket Truck 6-99	Brush Hog 09'02	Dump 11	Dump w/plow 11a	Dump 12'02	Dump w/plow 12'02a	Dump 12-04	Dump w/plow 12-04a
101.262 Elections													
101.450 Forestry													
101.781 Pajtas Amphi													
101.782 Winshall Pk	10		4.8				1						
101.783 Elms Pk	9		12.8							1			
101.784 Bicentennial Pk													
101.790 Sen Ctr./Lib	21.5		6.4										
101.345 PS Bldg	13.5		6.4										
101.793 City Hall	48.5		4.8										
101.794 Comm Promo	10.5												
661.795 City Garage	3		2.4				2					2	
101.796 City Cem													
202.463 Maint. Major	30.5			3						11		4	
202.474 Traffic-Major	6												
202.478 Snow/Ice-Maj													
202.482 Major-Admin			12.8										
203.463 Maint-Local	36.5									6		4	
203.474 Traffic-Local	7												
203.478 Snow/Ice-Local													
203.482 Local-Admin			4										
226.528 Waste Collect			4.8									8	
226.530 Woodchipping	17		4.8	14			22					6	
590.540 Water System	124	3	48										
590.542 Water-Read/Bill	13												
591.536 Sewer System	8		48										
591.537 Sewer Lift Stat	6												
226.782 Winshall Pk Gbg	11.5												
226.783 Elms Pk Gbg	13.5												
591.542 Sewer Read/Bill	13												
<b>Total</b>	<b>402</b>	<b>3</b>	<b>160</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>0</b>	<b>18</b>	<b>0</b>	<b>24</b>	<b>0</b>

DPS Equipment Rental  
 October 2016  
 Page 2

Nature Of Work	Portable Generator	Case Backhoe 17	Sweeper	JD Tractor 19	Chipper	#42 Arrow	Arrow Board	Trailer	Roller	Pressure Washer	Post Hole Digger	01'98	open
101.262 Elections													
101.450 Forestry													
101.781 Pajitas Amphitheater													
101.782 Winshall Pk					1								
101.783 Elms Pk													
101.784 Bicentennial Pk													
101.790 Sen Ctr/Lib													
101.345 PS Bldg													
101.793 City Hall													
101.794 Comm Promo													
661.795 City Garage		8											
101.796 City Cem													
202.463 Maint-Major			15										
202.474 Traffic-Major													
202.478 Snow/Ice-Maj													
202.482 Major-Admin													
203.463 Maint-Local		10	40			8							
203.474 Traffic-Local													
203.478 Snow/Ice-Local													
203.482 Local-Admin													
226.528 Wast Collect													
226.530 Woodchipping					22								
590.540 Water System													
590.542 Water-Read/Bill													
591.536 Sewer System													
591.537 Sewer Lift Stat													
<b>Total</b>	<b>0</b>	<b>18</b>	<b>55</b>	<b>0</b>	<b>23</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Flint Area Narcotics Report – October 2016

On 10-3-16, FANG officers conducted a controlled purchase of “crack” cocaine in the City of Flint from a known male drug dealer using a Confidential Informant. Intelligence was gathered on the male and the investigation is still on going.

On 10-4-16, FANG officers responded to assist MSP in Flint Township for an illegal Marijuana grow operation. The homeowner gave consent to search the home. FANG officers seized approximately 25 grams of cocaine and 250 marijuana plants. Forfeiture was initiated on \$1417.00. The male was lodged in the Flint City lock up on outstanding warrants.

On 10-4-16, FANG officers conducted a controlled purchase of heroin in the City of Flint from a known male drug dealer using a Confidential Informant. Intelligence was gathered on the male and the investigation is still on going.

On 10-4-16, FANG officers conducted a buy/bust of a known drug dealer with the assistance of a Confidential Informant (CI). The CI contacted the dealer and met at a gas station parking lot in the City of Flint. The male dealer was arrested and later lodged in the Flint City lock up. Officers seized approximately 1 gram of heroin, 5 grams of marijuana, and initiated forfeiture on \$82.00.

On 10-5-16, FANG officers conducted a controlled purchase of heroin in Flint Township from a known male drug dealer using an Undercover Officer (UC) and a Confidential Informant (CI). The UC made the purchase from the dealer and Intelligence was gathered on the male. The investigation is still on going.

On 10-5-16, FANG officers assisted the FBI with a controlled purchase of crystal meth in the City of Flint from a known male drug dealer using a Confidential Informant. Intelligence was gathered on the male and the investigation is still on going.

On 10-6-16, FANG officers conducted a controlled purchase of heroin from a house in the City of Flint from a known male drug dealer using a Confidential Informant. Intelligence was gathered on the house and the investigation is still on going.

On 10-7-16, FANG officers’ assisted MSP troopers with an illegal Marijuana grow operation at a house in the City of Flint. Officers were given consent to search and seized 51 marijuana plants and approximately 2 pounds of processed marijuana. The male was arrested and the investigation is still on going.

On 10-7-16, FANG officers assisted the Mt. Morris Township Police with surveillance on (2) possible homicide suspects. One of the suspects was later arrested.

On 10-10-16, FANG officers conducted a controlled purchase of crack from a house in the City of Flint from a known male drug dealer using a Confidential Informant. Intelligence was gathered on the house and the investigation is still on going.

On 10-10-16, FANG officers conducted a knock & talk at a house in Flint after receiving information that a parole absconder may be there. Officers located a different male at the home and arrested him on several outstanding warrants. He was later lodged at Flint City lock up.

On 10-13-16, FANG officers executed a search warrant at a house in the City of Flint. Officers seized 4 guns, approximately 54 grams of cocaine, 106 grams of marijuana and initiated forfeiture on \$588.00. Four suspects were arrested and lodged at Flint City lock up.

On 10-13-16, FANG officers and the ATF executed a search warrant at a house in the City of Flint. Officers seized 2 guns, approximately 8 grams of heroin, and initiated forfeiture on \$1870.00. The male suspected was arrested and lodged in the Flint City lock up.

On 10-17-16, FANG officers responded to a residence in the city of Flint reference a methamphetamine lab. Flint Post Troopers were requesting assistance on a methamphetamine lab. FANG officers assisted Troopers with the investigation then searched, seized, packaged and transported the methamphetamine hazardous materials to the MSP methamphetamine hazardous materials storage container in Bridgeport.

On 10-17-16, FANG officers conducted a controlled purchase of crack cocaine from a suspect in the city of Flint. The investigation is on-going.

On 10-17-17, FANG officers conducted a controlled purchase of heroin from a suspect in the city of Flint. Surveillance was conducted before and after the deal. The investigation is on-going.

On 10-17-16, FANG officers received information a parole absconder was in a residence in the city of Flint. Officers conducted surveillance on the residence observing the absconder exit the residence and enter a vehicle that had arrived. At the request of FANG officers a traffic stop was conducted on the vehicle by a Genesee County Deputy. The parole absconder was arrested without incident and found to be in possession of methamphetamine. The driver was found to be in possession of suboxone and Xanax. Forfeiture proceedings were initiated on \$250.00. The absconder was lodged in the Genesee County Jail. The driver was released pending further investigation.

On 10-19-16, FANG officers conducted an undercover officer buy/bust of 2 ounces of crack cocaine. When the bust signal was given and arresting officers converged, the suspect attempted to flee in a vehicle hitting a FANG vehicle. The suspect then attempted to flee on foot however was quickly apprehended. Two suspects were lodged, one in the county jail and one in the Flint city jail. Forfeiture proceedings were initiated on \$265.00.

On 10-20-16, FANG officers conducted a controlled purchase of heroin from a suspect in the city of Burton. Surveillance was conducted after the buy. The investigation is on-going.

On 10-24-16, FANG officers conducted a controlled purchase of heroin from a suspect in the city of Flint. The investigation is on-going.

On 10-24-16, FANG officers conducted a controlled purchase of heroin from a suspect in the city of Flint. The investigation is on-going.

On 10-24-16, FANG officers responded to a residence in the city of Flint reference a methamphetamine lab. Flint P.D. officers were requesting assistance on a methamphetamine lab. FANG officers assisted officers with the investigation then searched, seized, packaged and transported the methamphetamine hazardous materials to the MSP methamphetamine hazardous materials storage container in

Bridgeport. A methamphetamine assessment report was completed and turned over to Flint P.D. for prosecution.

On 10-25-16, FANG officers assisted the Thumb area narcotics Unit with the execution of simultaneous search warrants in Washtenaw, Saginaw, and Tuscola Counties.

On 10-26-16, FANG officers conducted an undercover officer/CI buy of crack cocaine from a suspect in the city of Flint. The investigation is on-going.

On 10-27-16, FANG officers conducted a controlled purchase of heroin from a suspect in the city of Flint. The investigation is on-going.

On 10-27-16, FANG officers conducted a controlled purchase of heroin from a suspect in the city of Flint. The investigation is on-going.

On 10-27-16, FANG officers assisted MSP Troopers and MDOC parole with surveillance of a residence where a parole absconder was suspected of staying at. The suspect was not observed and a knock and talk was conducted. The absconder fled out of a window, and was apprehended after a foot chase.

On 10-27-16, FANG officers conducted a controlled purchase of heroin from a suspect in the city of Flint. The investigation is on-going.

As you can see, Heroin is and continues to be a major issue for FANG and the citizens in Genesee County. We continue to focus on the four main illegal narcotics targeted in the Michigan State Police Drug Strategy: Heroin, Opiates, Cocaine-Crack Cocaine and Methamphetamine.

Please do not hesitate to contact me if you have any questions or concerns.

Thanks

Pat  
D/F/Lt. Patrick Richard  
Section Commander-Flint Area Narcotics Group  
Third District Headquarters  
Michigan State Police  
Mailing Address:  
F.A.N.G.  
PO Box 614  
Grand Blanc, Mi 48480  
Office: 810-233-3689  
Cell: 616-260-8583  
FAX: 810-233-7119  
[richardp@michigan.gov](mailto:richardp@michigan.gov)

“A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY

11/01/2016

CHECK REGISTER FOR CITY OF SWARTZ CREEK  
 CHECK DATE FROM 10/01/2016 - 10/31/2016

highlighted amount is total for that vendor

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
10/06/2016	42711	ARROW UNIFORM RENTAL	UNIFORMS, MATS, SUPPLIES, ENV.	118.70
10/06/2016	42712	CHARTER TOWNSHIP OF MUNDY	JULY-SEPT 2016/CLOLINGER	9,375.00
10/06/2016	42713	<b>CITY OF SWARTZ CREEK</b>	6/20-9/20/16 UB 4125 ELMS	300.16
			6/20-9/20/16 UB 5121 MORRISH	176.94
			6/20-9/20/16 UB 5363 WINSHALL	302.10
			6/20-9/20/16 UB 8059 FORTINO	1,301.97
			6/20-9/20/16 UB 8083 CIVIC	450.49
			6/20-9/20/16 UB 8095 CIVIC	328.81
			6/20-9/20/16 UB 8100 CIVIC	838.77
				<b>3,699.24</b>
10/06/2016	42714	CONSTRUCTION FASTENERS INC	5 PK CURVED PRY BAR	106.74
10/06/2016	42715	DONALD KORTH	REBUILD J. AGUILAR WORKSTATION	150.00
10/06/2016	42716	<b>FAMILY FARM AND HOME INC</b>	PROPANE BOTTLE/PLIERS SET	9.99
			GRASS SEED 3 LB	5.99
			RED STEPPING STONE (12)	36.00
			WEED & BRUSH KILLER	10.99
			15 PK TREE & SHRUB SPIKES	23.98
			NUTS/BOLTS/WASHERS	6.26
			NUTS/BOLTS/WASHERS	4.63
			RUBBER O-RINGS	0.35
				<b>98.19</b>
10/06/2016	42717	FIDELITY SECURITY LIFE INSUR/EYEMED	OCT 2016 VISION-RETIREEES(5)/COBRA(1)	30.06
10/06/2016	42718	FLINT BATTERIES LLC	BATTERIES	28.94
10/06/2016	42719	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	5.00
10/06/2016	42720	<b>GILL ROYS HARDWARE</b>	PRESSURE WASHER	139.98
			SPRAY PAINT (3)	11.97
			NUTS, BOLTS, SCREWS (4)	3.66
			BLACK MULCH 4 BAGS	15.12
			ROLLER COVER	3.79
			ROLLER COVER/BRUSH	4.78
			PAINT BRUSH	0.99
			NUTS, BOLTS, SCREWS (4)/PAINT/TRASH BAGS	26.74
			NUTS, BOLTS, SCREWS	2.38
			PAINT 2 GAL/ROLLER COVER (2)	87.16
			PVC PIPE 3 FT/PVC SLIP CAP (2)	6.75
			GLADE (2)/SPONGE (2)	15.16
			1 GAL WHITE PAINT	42.49
			WALL THERMOMETER/FASTENERS (20)	10.99
			1 GAL PAINT	38.99
			SOAP (5)	9.35
			SOAP (3)	22.97
			PLASTIC TRAY (2)/LINE MARKING COVERS 2 P	11.96
			COPY/POTTING SOIL(2)/HAMMER/TREE SPIKES(	60.52
			8 PK AAA BATTERIES/SOAP (4)	16.35
			SINGLE CUT KEY (2)	3.78
			FLUOR LIGHT/CAULK	18.58
			CLEANING SUPPLIES	28.68
			NUTS, BOLTS, SCREWS, CORNER IRON	17.14
			SPONGE/GLADE	15.16
			CLEANING SUPPLIES	78.82
			SINGLE CUT KEY	1.89
			CAUTION TAPE/PHILLIPS FH WS	22.48
			SEPT 2016 DISCOUNT	(52.48)
				<b>666.15</b>

10/06/2016	42722	GUNTHERS LOCKSMITH SERVICE	(2) DOOR CLOSERS/SR CENTER KEYS (7)/CYLINDER COMB CHANGE/SERV CALL	530.00 112.50 <b>642.50</b>
10/06/2016	42723	INTEGRITY BUSINESS SOLUTIONS	KITCHEN ROLL TOWELS (2) KITCHEN ROLL TOWELS (1) RETURN TRASH BAGS (2)	73.98 36.99 <b>(105.78)</b> <b>5.19</b>
10/06/2016	42724	JAMES IVEY	UB REFUND FOR 5428 MILLER	74.02
10/06/2016	42725	JAMES NOLEN	ASPHALT REPLACEMENT/FORTINO DR ASPHALT REPLACEMENT/MILLER RD BIKE LANE SIDEWALK REMOVE & REPAIR/WATER REPAIRS MILLER RD REPLACEMENT/5420 MILLER APPROACH REPLACEMENT/5420 MILLER CONCRETE REPLACEMENT/WINSHALL & OAKVIEW REPLACE 1024 SQ FT ASPHALT DPW REPLACE ASPHALT/INGALLS	2,995.00 585.00 1,365.00 5,975.00 1,700.00 3,215.00 1,850.00 4,501.00 <b>22,186.00</b>
10/06/2016	42726	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	850.00
10/06/2016	42727	LANDMARK APPRAISAL CO	FAX/OCT 16 FY17 ASSESSING SERVICES OCTOB FAX/SEPT 2016 ASSESSING SERVICES	2,466.25 2,417.89 <b>4,884.14</b>
10/06/2016	42728	MACEDONIA BAPTIST CHURCH	UB REFUND FOR 7025 MILLER	4.44
10/06/2016	42729	MATTHEW FERNELIUS	UB REFUND FOR 7029 MILLER	7.57
10/06/2016	42730	MICHAEL NILES	UB REFUND FOR 5234 DON SHENK	2.60
10/06/2016	42731	MID STATES BOLT AND SCREW CO	HEX NUTS (12)/LOCKNUTS (50)	62.12
10/06/2016	42732	ROBERT KESSLER	UB REFUND FOR 9292 MILLER	5.71
10/06/2016	42733	ROYALTY SERVICES INC	LAWN CUTTING/8211 INGALLS LAWN CUTTING/8353 MILLER LAWN CUTTING/6025 MILLER LAWN CUTTING/5359 MILLER LAWN CUTTING/5365 WORCHESTER LAWN CUTTING/LOT NEXT KROGER	100.00 150.00 110.00 175.00 110.00 175.00 <b>820.00</b>
10/06/2016	42734	SHERRY KNIFIC	UB REFUND FOR 5048 MCLAIN	6.44
10/06/2016	42735	SUBURBAN AUTO SUPPLY	RAIN-X/SUPER CLEAN DEGR	16.48
10/06/2016	42736	SWARTZ CREEK ELEVATOR	25# GRASS SEED	57.00
10/06/2016	42737	TRIPLE LEE PROPERTIES	UB REFUND FOR 7115 YARMY	1.61
10/06/2016	42738	VERIZON WIRELESS	SEPT 2016 MONTHLY INVOICE	393.31
10/13/2016	42739	A+ SUPPLY CO INC	LIGHTS (30)	93.30
10/13/2016	42740	ALTA HOLDING COMPANY LLC	STUMP GRINDER	240.50
10/13/2016	42741	AMERICAN MESSAGING	OCT 2016 8108332563 8108331159	26.04
10/13/2016	42742	APRIL L TURNER	ELMS PARK DEPOSIT REFUND 9/17/16 #3	100.00
10/13/2016	42743	ARROW UNIFORM RENTAL	MATS, SUPPLIES MATS, SUPPLIES UNIFORMS, MATS, SUPPLIES, ENV.	32.72 32.72 104.00 <b>169.44</b>
10/13/2016	42744	BETTY SHANNON	SEPT-OCT 2016 CONT REIMB/RETIREE&SPOUSE	543.04
10/13/2016	42745	BLUE CARE NETWORK-EAST MI	NOV 2016 RETIREE MED INS KELLY NOV 2016 RETIREE MED INS O'BRIEN NOV 2016 RETIREE MED INS CLOLINGER NOV 2016 COBRA INS BUECHE	697.10 1,234.31 1,254.22 534.90 <b>3,720.53</b>
10/13/2016	42746	BOOTS ABRAMS	ELMS PARK DEPOSIT REFUND 9/18/16 #2	100.00

10/13/2016	42747	CARL PIER	ELMS PARK DEPOSIT REFUND 9/24/16 #2	100.00
10/13/2016	42748	CITY OF SWARTZ CREEK	PETTY CASH REIMB	174.08
10/13/2016	42749	CONSUMERS ENERGY	9/1-9/30/16 STREET LIGHTS	8,407.03
10/13/2016	42750	CONSUMERS ENERGY	9/1-9/30/16 4524 MORRISH RD	40.91
10/13/2016	42751	CONSUMERS ENERGY	9/1-9/30/16 TRAFFIC LIGHTS	403.95
10/13/2016	42752	CONSUMERS ENERGY	9/1-9/30/16 SIRENS	26.78
10/13/2016	42753	CONSUMERS ENERGY	9/1-9/30/16 ELMS PARKING LOT	27.20
10/13/2016	42754	CONSUMERS ENERGY	9/6-10/4/16 A 4125 ELMS RD PAVILION	25.95
10/13/2016	42755	CONSUMERS ENERGY	9/1-10/1/16 A 4510 MORRISH RD	33.33
10/13/2016	42756	CONSUMERS ENERGY	9/1-10/1/16 A 9099 MILLER RD	27.72
10/13/2016	42757	CONSUMERS ENERGY	9/1-10/2/16 A 8095 CIVIC DR	1,016.74
10/13/2016	42758	CONSUMERS ENERGY	9/1-10/1/16 A 5361 WINSHALL DR	24.33
10/13/2016	42759	CONSUMERS ENERGY	9/1-10/2/16 A 8301 CAPPY LN	216.25
10/13/2016	42760	CONSUMERS ENERGY	9/1-10/1/16 A 5257 WINSHALL DR	22.57
10/13/2016	42761	CONSUMERS ENERGY	9/1-9/30/16 A 8083 CIVIC DR	685.32
10/13/2016	42762	CONSUMERS ENERGY	9/1-9/30/16 A 5121 MORRISH RD	550.87
10/13/2016	42763	CONSUMERS ENERGY	9/1-10/1/16 WINSHALL RESTROOMS	33.40
10/13/2016	42764	CONSUMERS ENERGY	9/6-10/3/16 A 6425 MILLER RD PARK RIDE	65.78
10/13/2016	42765	CONSUMERS ENERGY	8/31-9/26/16 A 8499 MILLER RD	23.51
10/13/2016	42766	CONSUMERS ENERGY	9/1-9/30/16 A 8059 FORTINO DR	22.57
10/13/2016	42767	CONSUMERS ENERGY	9/1-9/30/16 A 8100 CIVIC DR	1,032.48
10/13/2016	42768	CONSUMERS ENERGY	9/6-10/3/16 A 4125 ELMS RD	60.62
10/13/2016	42769	CSKI BUILDERS LLC	GUTTERS/MITRES	1,070.00
10/13/2016	42770	D & D TRUCK & TRAILER PARTS	AIR FILTER (2)	99.98
10/13/2016	42771	DEANNA KORTH	ADVANCE FOR BACKUP DRIVE	100.00
10/13/2016	42772	DONALD KORTH	REFURBISH COMPUTER ADDED SYSTEM MUNDY TW	250.00
10/13/2016	42773	ETNA SUPPLY COMPANY	WIRE MARKING FLAGS (3)/MARKING PAINT (12	125.91
10/13/2016	42774	FLINT BATTERIES LLC	12V LEAD DURA/GENIUM LITHIUM JUMP START	128.90
10/13/2016	42775	<b>JAMS MEDIA LLC</b>	ORDIN 430 ANIMALS	126.80
			PUBLIC HEARING CDBG	42.30
				<b>169.10</b>
10/13/2016	42776	JOHN PETERFI	ELMS PARK DEPOSIT REFUND 9/24/16 #1	100.00
10/13/2016	42777	<b>JOHNS TRUCK SERVICE</b>	RPR EXST/RPLC SHOCKS/OIL/RPR SPEEDMTR	1,244.87
			WELD UP AXLE/REPLACE KING PIN	412.00
				<b>1,656.87</b>
10/13/2016	42778	JOSE A MIRELES	MOW & TRIM CITY PROP/RESIDENTIAL (8)	1,240.00
10/13/2016	42779	JULIE LARIME	ELMS PARK DEPOSIT REFUND 9/25/16 #2	100.00
10/13/2016	42780	MICHAEL GAGLIO	ELMS PARK DEPOSIT REFUND 9/24/16 #3	100.00
10/13/2016	42781	PRINTING SYSTEMS	AV ENVELOPES/BALLOT INSTRUCTIONS	427.78
10/13/2016	42782	RICHARD ABRAMS	SMALL CITIES MTG 10/5/16 DINNER	15.00
10/13/2016	42783	SELF SERVE LUMBER CO.	LUMBER FOR DPW SIGN	74.63
10/13/2016	42784	SHERWIN WILLIAMS	PAINT 1 GAL	32.37
10/13/2016	42785	SIMEN FIGURA & PARKER PLC	SEPT 2016 GEN'L/TRAFFIC/ORDIN	3,005.50
10/13/2016	42786	SUBURBAN AUTO SUPPLY	DIESEL KLEEN 16 OZ	8.99
10/13/2016	42787	SWARTZ CREEK AREA FIRE DEPT.	SEPT 2016 MONTHLY RUNS	1,413.79
10/14/2016	42788	U. S. POST OFFICE	POSTAGE FOR FALL NEWSLETTER	679.01
10/20/2016	42789	AGROSCAPING INC.	FAX/TREES (25)	3,265.00
10/20/2016	42790	<b>ARROW UNIFORM RENTAL</b>	MATS, SUPPLIES	32.72
			UNIFORMS, MATS, SUPPLIES, ENV.	104.00
				<b>136.72</b>
10/20/2016	42791	BELL EQUIPMENT CO	SIDE BROOM SET	239.70
10/20/2016	42792	CHARTER TOWNSHIP OF MUNDY	COST SHARING AGREEMENT/POLICE 4/1-6/30/1	3,962.25
10/20/2016	42793	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES JULY 2016	3,382.60
10/20/2016	42794	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES AUG 2016	5,850.95
10/20/2016	42795	CONSUMERS ENERGY	8/31-9/30/16 A 8011 MILLER RD	22.57
10/20/2016	42796	DELTA DENTAL PLAN	NOV 2016 DENTAL-RETIRES(5) COBRA(1)/EST	365.82
10/20/2016	42797	ELECTIONSOURCE	BALLOT CHART GEN 11/8/16 ELECTION	45.00
10/20/2016	42798	GENESEE CTY DRAIN COMMISSIONER	SEWER 7/1-9/30/16 6,622,172 CF	175,663.61
10/20/2016	42799	GENESEE CTY DRAIN COMMISSIONER	WATER 8/31-9/29/16 2,172,537 CF	125,628.31
10/20/2016	42800	GOV'T FINANCE OFFICERS ASSOC.	GAAP UPDATE 12/1/2016	135.00

10/20/2016	42801	<b>GSA PROPERTY TAX CONSULTANTS AND</b>	Sum Tax Refund 58-02-200-029 MTT REFUND INTEREST DKT 15-002787	5,356.93 32.29 <b>5,389.22</b>
10/20/2016	42802	INTEGRITY BUSINESS SOLUTIONS	OFFICE SUPPLIES	380.73
10/20/2016	42803	JAMES FLORENCE	COPY/SMALL CITIES MTG 10/5/16 DINNER/MIL	36.60
10/20/2016	42804	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES/RESIDENT (1)	900.00
10/20/2016	42805	KLEE MFG & DIST	FLAGS (7)	377.00
10/20/2016	42806	MY-CAN LLC	PORTAJON RENTAL 9/17-10/15/16	310.00
10/20/2016	42807	NATIONAL PEN HOLDINGS LLC	PENS (250)	194.44
10/20/2016	42808	OAK CONSTRUCTION CORPORATION	8/18-9/12/16 PROJECT RETAINAGE	1,839.15
10/20/2016	42809	<b>ROWE PROFESSIONAL SERVICES CO</b>	CE WINSTON/FAIRCHILD WATERMAIN 8/15-8/26 CE WINSTON/FAIRCHILD 8/29-9/2/16	3,705.00 3,455.50 <b>7,160.50</b>
10/20/2016	42810	ROWE PROFESSIONAL SERVICES CO	CE CAPPY LANE LIFT STATION	1,457.50
10/20/2016	42811	ROWE PROFESSIONAL SERVICES CO	DE WATERMAIN/STREETS 2017	27,094.25
10/20/2016	42812	<b>SHKRELI INVESTMENTS OF FLINT, LLC</b>	MTT REFUND 58-32-100-004 DKT 15-002500 INTEREST ON MTT SETTLEMENT 58-32-100-004	4,662.00 43.84 <b>4,705.84</b>
10/20/2016	42813	<b>SUBURBAN AUTO SUPPLY</b>	FUEL TREATMENT (3) WARREN AW32	23.97 39.99 <b>63.96</b>
10/20/2016	42814	SUPER FLITE OIL CO INC	9/1-9/30/16 FUEL USAGE - POLICE	1,455.29
10/20/2016	42815	SUPER FLITE OIL CO INC	9/1-9/30/16 FUEL USAGE - DPW	1,058.36
10/20/2016	42816	UNITED METHODIST CHURCH -SW CK	NOVEMBER 8 2016 GENERAL ELECTION	750.00
10/20/2016	42817	UNUM LIFE INSURANCE	NOV 2016 RETIREE LIFE INS CLOLINGER/SHAN	20.25
10/20/2016	42818	WOODS COLLISION	REPAIR 2014 CHARGER	763.15
10/27/2016	42819	ADS PLUS PRINTING LLC	FALL NEWSLETTERS (2500)	1,146.28
10/27/2016	42820	<b>ARROW UNIFORM RENTAL</b>	MATS, SUPPLIES UNIFORMS, MATS, SUPPLIES, ENV.	32.72 104.00 <b>136.72</b>
10/27/2016	42821	BIO-SERV CORPORATION	PEST CONTROL/PUBLIC SAFETLY BLDG	52.00
10/27/2016	42822	CAPITAL TIRE	(2) P225/60R18 EAGLE TIRES	237.26
10/27/2016	42823	CITY OF SWARTZ CREEK	REIMBURSE PETTY CASH	52.33
10/27/2016	42824	COMCAST BUSINESS	10/26-11/25/16 CITY HALL	329.60
10/27/2016	42825	COMCAST BUSINESS	11/1-11/30/16 PUBLIC SAFETY BLDG	149.80
10/27/2016	42826	CONNIE ESKEW	ELECTION SUPPLIES	150.00
10/27/2016	42827	CONSTRUCTION FASTENERS INC	PIPE WRENCH	55.38
10/27/2016	42828	<b>CREEK AUTO SERVICES LLC</b>	REPLACE FRONT BRAKES 13-384 REPLACE FRONT TIRES 14-514 MONTHLY LOF 14-514 MONTHLY LOF 13-384 MONTHLY LOF 09-226 MONTHLY LOF 05-168	114.50 40.00 35.95 35.95 35.95 35.95 <b>298.30</b>
10/27/2016	42829	DONALD KORTH	SETUP/CONFIGURE COMPUTER MUNDY TWP	150.00
10/27/2016	42830	FERGUSON WATERWORKS #3386	ARCH CURB/STNRY ROD/CURB BOX RECEPTACLE	355.68
10/27/2016	42831	GAULT DAVISON PC	SEPT 2016 ENVIRONMENTAL ISSUE	1,125.00
10/27/2016	42832	GEN CTY ROAD COMMISSION	SIGNAL MILLER @ FAIRCHILD	277.75
10/27/2016	42833	GEN CTY ROAD COMMISSION	SIGNS STOP(7)/ONE WAY/ALMNUM/SHEETING	392.81
10/27/2016	42834	GEN CTY ROAD COMMISSION	SEPT 2016 S-MTCE & OPERATIONS	12.47
10/27/2016	42835	GENESEE COUNTY 911 CONSORTIUM	LGNET CONNECTION/MULTI BRIDGE/VPN	340.86
10/27/2016	42836	GLC LAB LLC	BLOOD DRAW 16-480	125.00
10/27/2016	42837	INTEGRITY BUSINESS SOLUTIONS	OFFICE SUPPLIES	88.23
10/27/2016	42838	<b>JAMES NOLEN</b>	CONCRETE RPR SEYMR/CHESTRFLD/OAKVW WINSHALL PARK CONCRETE	3,257.00 <b>6,416.00</b>

				9,408.00
10/27/2016	42839	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	850.00
10/27/2016	42840	MILES TREE SERVICE INC	TREE TRIMMING & REMOVAL	3,150.00
10/27/2016	42841	OFFICE DEPOT CREDIT PLAN	COLLAPSIBLE CART (2)	39.95
			BLUE LABELS (9 PK)	53.91
				<u>93.86</u>
10/27/2016	42842	ON SITE FLEET CONSULTANTS LLC	REPAIR SWEEPER/RPLC LOW PRESSURE PUMP	864.36
10/27/2016	42843	PERFORMANCE ROADS LLC	BRISTOL ROAD REPAIRS	2,950.00
10/27/2016	42844	REBECCA THIELL	MILEAGE FOR MRWA CERT. CLASS	108.00
10/27/2016	42845	SARGENTS TITLE CO	UB REFUND FOR 4061 ELMS	155.50
10/27/2016	42846	SUBURBAN AUTO SUPPLY	GREASE GUN NEEDLE	27.39
10/27/2016	42847	THOMAS SVRCEK	COFFEE MAKER	116.59
10/27/2016	42848	TRANSUNION RISK AND ALTERNATIVE	INVESTIGATIVE TRANS UNION	25.00
10/27/2016	42849	U. S. POST OFFICE	FIRST CLASS PRESORT RENEWAL FEE	215.00
10/27/2016	42850	VILLAGE CLEANERS	SEPT UNIFORM CLEANING	96.75
10/27/2016	42851	XAK ZDUNIC	PRIMER FOR BLOWER	9.49
GEN TOTALS:				
Total of 141 Checks:				469,478.40
Less 0 Void Checks:				0.00
Total of 141 Disbursements:				<u>469,478.40</u>



November 9, 2016

Ms. Juanita Aguilar  
Finance Director  
City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473

**Re: Proposed Fees for the June 30, 2016 Actuarial Valuation of the  
City of Swartz Creek Retiree Health Care Plan**

Dear Ms. Aguilar:

Gabriel, Roeder, Smith & Company (GRS) would be pleased to provide actuarial and consulting services for the City of Swartz Creek Retiree Health Care Plan. This engagement letter describes the scope of services and fees for preparing an actuarial valuation of the retiree health care benefits. Also, included is a list of data items that will be needed to complete this project.

**GRS BACKGROUND IN HEALTH CARE CONSULTING**

GRS specializes in assessing complex health care and benefit issues. GRS has extensive experience in the design, evaluation, pricing, financing, and implementation of retiree health care benefit programs, particularly retiree health care plans sponsored by state and local governments. We have a thorough understanding and hands-on experience with the health care marketplace, both nationally and regionally. Our expertise and insight into public employee retirement systems are highlighted by the fact that our consultants and actuaries have experience in benefit design, managed care strategies, plan administration and legislative issues, as well as valuation related services.

**RECENT GASB STATEMENTS**

The Governmental Accounting Standards Board (GASB) issued new standards for OPEB valuations similar to GASB Statement Nos. 67 and 68, for pension plans. GASB Statement No. 74 for plan OPEB disclosures is effective for fiscal years beginning after June 15, 2016. GASB Statement No. 75 for employer OPEB disclosures is effective for employer fiscal years beginning after June 15, 2017. GASB implementation guides are still forthcoming and will provide additional clarification and guidance related to the implementation of Statement Nos. 74 and 75.

**RECENT GASB STATEMENTS (CONCLUDED)**

Our understanding of the application of the recent GASB Statements is stated below, however, GRS consultants are not auditors and we recommend consultation with your auditors for final determination of which standards will be applicable. The City currently follows the pay-as-you-go scenario and does NOT have a qualified trust for purposes of funding the retiree health benefits; as a result, the City will NOT need to comply with GASB Statement No.74. Ultimately, the City will need to comply with GASB Statement No 75, beginning with the fiscal year ending June 30, 2018 (GASB Statement Nos. 43 and 45 information will no longer be necessary). In order to provide the necessary information going forward (starting with the fiscal year ending June 30, 2018), the City will require annual reports containing the GASB information. In addition, the new accounting standards will require a re-measurement of the liabilities to be performed every two years (rather than every three years), if there are no significant plan changes between the valuation date and the applicable fiscal year end. Again, we recommend consultation with your auditors for final determination of which standards will be applicable and when the City will require valuations.

**CONSULTING FEES**

Gabriel, Roeder, Smith & Company’s professional consulting fees are based on the time spent by our associates in performing these services for you. The table below shows our proposed fees broken out by Fiscal Year for each Valuation Project:

Valuation Project Results Split by Group	Fiscal Year Ended*	
	June 30, 2017	June 30, 2018
1. Actuarial Valuation as of June 30, 2016 (in accordance with GASB Nos. 43 & 45)	\$10,960	N/A
2. GASB Valuation (based on 2016 actuarial valuation in accordance with GASB No. 75)	N/A	\$3,290
3. Total	<b>\$10,960</b>	<b>\$3,290</b>
Allocation of Fees^		
AFSCME	\$ 3,370	\$1,010
FOP	3,100	930
Supervisors	4,490	1,350
Valuation Timing: Projected delivery 12-16 weeks after receiving clean and complete data.#		

\* The fees above will be charged following the completion of each project listed.

^ The allocation of fees between groupings shown here is based on our understanding of the summary of benefit provisions.

# Additional fees to expedite the valuation are discussed on page 6.

**CONSULTING FEES (CONCLUDED)**

The fees provided above are based on a biennial valuation cycle where roll-forward techniques will be applied to the June 30, 2016 valuation for the purpose of preparing the information for GASB Statement No. 75 for the fiscal year ending June 30, 2018. Unlike GASB Statement Nos. 43 and 45, GASB Statement No. 75 requires a significant amount of disclosure information, as shown in the scope of services listed on page 4.

The actuarial retiree health care valuation will be based on an “intermediate” health care trend assumption, and include the following:

- Three OPEB benefit groups.
- Three contributions rates (AFSCME, FOP, and Supervisors) plus a Grand Total for the entire City combined.
- One set of initial per capita costs based on up to six distinct retiree medical plans.
- The retiree health care plan is fully-insured with Blue Care Network.
- We will prepare our calculations using an interest rate to be determined early in the valuation process which is consistent with the funding policy of the Plan and which is approved by the City in conjunction with its auditor.
- Our fees do not include any meetings, additional studies for changes in benefits, or any other items not detailed in this letter. If the City would like to meet to discuss the results of the valuation, GRS will charge for the meetings based on time and expense. The standard hourly rate for this would range from \$236-\$420 per hour.

If the valuation results were provided in total for the entire plan (rather than split for AFSCME, FOP, and Supervisors) our fees would be as follows:

Valuation Project Results in Total Only	Fiscal Year Ended*	
	June 30, 2017	June 30, 2018
4. Actuarial Valuation as of June 30, 2016 (in accordance with GASB Nos. 43 & 45)	\$9,830	N/A
5. GASB Valuation (based on 2016 actuarial valuation in accordance with GASB No. 75)	<u>N/A</u>	<u>\$2,950</u>
6. Total	<b>\$9,830</b>	<b>\$2,950</b>
Allocation of Fees^		
AFSCME	\$2,995	\$ 900
FOP	2,725	820
Supervisors	4,110	1,230

\* The fees above will be charged following the completion of each project listed.

^ The allocation of fees between groupings shown here is based on our understanding of the summary of benefit provisions.

## **SCOPE OF SERVICES**

### **Actuarial Valuation**

In order to prepare the necessary information for the fiscal years ending June 30, 2017 and June 30, 2018 we will need to prepare an actuarial valuation of the retiree health care benefits for the City of Swartz Creek Retiree Health Care Plan. The actuarial valuation can be used to provide recommended funding contributions, if the City desires, and will encompass the phases indicated below:

- Actuarial present value of projected benefits
- Unfunded actuarial accrued liability
- Actuarial accrued liability
- Actuarial value of assets
- Normal cost
- Annual required contribution for the fiscal year ending June 30, 2017
- Annual recommended funding contributions (if desired)

### **GASB Accounting Valuation**

In order to prepare the necessary information for the fiscal year ending June 30, 2018, we will need to prepare an additional accounting valuation of the retiree health care benefits for the City of Swartz Creek Retiree Health Care Plan. The accounting report will be provided at a later date, following the availability of the necessary information and the end of the applicable fiscal year. The GASB Statement No. 75 valuation will include, but is not limited to, the following information:

#### **GASB Statement No. 75 for the Employer**

- Calculation of the Single Discount Rate based on a full projection of benefit payments, expected contributions, and investment returns;
- Statement of Changes in the Net OPEB Liability and Ratios, using the Single Discount Rate as determined above;
- OPEB Expense calculation which separately tracks annual gains and losses due to demographic experience, asset experience, assumption changes, and plan changes;
- Deferred Outflows and Inflows of Resources related to OPEBs; and
- Four sensitivity scenarios based on a +/-1% change to the discount rate and a +/-1% change to the health care trend assumption.

### **ADJUST BLENDED FULLY-INSURED PREMIUM RATE**

In fully-insured ratings, actives and non-Medicare retirees are often assigned the same rate. Since health risk and utilization of medical services increases with age, this practice produces an implied subsidy to the retiree population. The Governmental Accounting Standards Board (GASB) and the Society of Actuaries' Actuarial Standards of Practice require the use of "true" retiree cost in retiree health care valuations. GRS will develop the retiree premiums associated with each individual age by adjusting the blended fully-insured rates with the ratio of the expected cost at that age and the expected cost at the average age of the blended active and non-Medicare eligible population.

### **PROFESSIONAL CONSULTING STAFF**

The GRS team assigned to the actuarial valuation of the retiree health care benefits for the City has extensive experience and expertise in retirement plans, health care benefits, and their associated costs. The team will include members with the following credentials listed below:

- A qualified health actuary who is either an Associate of the Society of Actuaries (ASA), or a Fellow of the Society of Actuaries (FSA). This individual will be responsible for analyzing your premiums and/or claims experience, determining a per person health care cost appropriate for your plan, and determining the appropriate health inflation assumption to be used in your actuarial valuation.
- A qualified OPEB actuary who is either an Associate of the Society of Actuaries (ASA), a Fellow of the Society of Actuaries (FSA), or an Enrolled Actuary (EA). This individual will be responsible for calculating the liabilities and the Annual Required Contribution.

The Actuarial Standards require that any actuary providing a Statement of Actuarial Opinion (SAO) be qualified to do so (an actuarial valuation that is compliant with GASB Statement No. 45 is a SAO). As a result, the actuaries certifying the City's actuarial valuation must be qualified to provide the SAO. The GRS actuaries assigned to the project satisfy the above requirement.

**ADDITIONAL SERVICES**

GRS can also provide the following additional services, at the City’s request.

1. A Sensitivity Analysis would include two additional sets of advance funding contribution calculations, based on “pessimistic” and “optimistic” medical trend assumptions to forecast future increases in health care costs.
2. A 20-year benefit projection provides a projection of future retiree health care benefits based on an intermediate trend assumption in total for the group.
3. An Annual Required Contribution shown using an alternate interest rate assumption, if a funding policy has not yet been established.
4. Expedited valuation results: Valuation delivery 8 – 10 weeks after receipt of clean and complete data.
5. Expedited valuation results: Valuation delivery 6 – 8 weeks after receipt of clean and complete data.

<b>Additional Valuation Calculation Services Available</b>	<b>Fee Schedule for June 30, 2016 Valuation</b>
1. Sensitivity Analysis	\$1,900
2. 20-Year Benefit Projection for Intermediate Medical Inflation Assumptions (in total)	\$1,425
3. Contribution Based on an Alternate Interest Rates Assumption (for 3 ARCs plus a Grand Total)	\$1,770
4. Expedited Valuation: 8 – 10 Week Valuation Process	20% of base fee (\$2,192)
5. Expedited Valuation: 6 – 8 Week Valuation Process	35% of base fee (\$3,836)

**PROJECT TIMING**

We are prepared to initiate the valuation upon receipt of the data and following your approval of the proposal. We project that a valuation will be delivered twelve to sixteen weeks after receipt of clean and complete data. The consulting fees included in this engagement letter are guaranteed for one year from the date of this letter.

Please do not hesitate to contact us at 1-248-799-9000 should you need additional information or clarification. We look forward to assisting the City of Swartz Creek in the valuation of its retiree health care benefits.

Respectfully submitted,

  
 Shana M. Neeson, ASA, MAAA

SMN:sc  
 Enclosures

## ACCEPTANCE OF LETTER OF ENGAGEMENT

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The undersigned hereby authorizes Gabriel, Roeder, Smith & Company to commence work on the Actuarial Valuation of the Retiree Health Care Benefits as outlined in the proposal dated November 9, 2016.

**Acceptance for: City of Swartz Creek Retiree Health Care Plan**

**By:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please indicate which services the City would like to include in the valuation.

\_\_\_\_\_ June 30, 2016 Actuarial Valuation (For FYE June 30, 2017)

Interest Rate to be used in the Valuation: \_\_\_\_\_%\*

Contribution Rate Break Down:

\_\_\_\_\_ AFSCME, FOP, Supervisors, and Grand Total

\_\_\_\_\_ Grand Total Only

\_\_\_\_\_ 8 – 10 Week Expedited June 30, 2016 Actuarial Valuation

\_\_\_\_\_ 6 – 8 Week Expedited June 30, 2016 Actuarial Valuation

\_\_\_\_\_ June 30, 2018 GASB Valuation

\_\_\_\_\_ Sensitivity Analysis

\_\_\_\_\_ Benefit Projections

\_\_\_\_\_ Alternate Interest Rate Assumption, Alternate Rate of: \_\_\_\_\_%\*

*\*The interest rate is to be selected in conjunction with your auditor. If the City intends to follow the pay-as-you-go scenario, an interest rate in the range of 3.0% to 4.0% may be appropriate. If the City intends to partially fund the ARC, an interest rate in the range of 5.0% to 6.0% may be appropriate. If the City intends to fully fund the ARC, an interest rate in the range of 7.0% to 7.5% may be appropriate.*

## REPORT DISTRIBUTION LIST

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We plan to mail the valuation report to the following recipient. Please indicate how many copies of the valuation report you would like sent to the following recipient, and if you would like to add any different recipients to the mailing list.

Ms. Juanita Aguilar  
Finance Director  
City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473

Would you like a copy/copies of the valuation mailed to this person?  
\_\_\_\_\_ Yes \_\_\_\_\_ No                      Number of copies to be sent \_\_\_\_\_

Would you like a copy emailed?  
\_\_\_\_\_ Yes \_\_\_\_\_ No      If so, email address: \_\_\_\_\_

Please indicate the following information, if you wish to have a copy of the valuation report mailed to a different recipient:

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Number of copies to be sent: \_\_\_\_\_

Would you like a copy emailed?  
\_\_\_\_\_ Yes \_\_\_\_\_ No      If so, email address: \_\_\_\_\_

**CITY OF SWARTZ CREEK  
RETIREE HEALTH CARE PLAN  
DATA REQUEST**

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Upon acceptance of our proposal the elements included on the following pages are necessary in order to complete the valuation.

For security purposes we request that all file transfers occur via the secure file transfer portion of the GRS Advantage™ Website. Information related to using GRS Advantage™ is provided below.

Please follow the instructions below to register on the GRS Advantage™ Website. The reference guide mentioned below details how to download and upload files to the site.

**GRS Advantage™ Website**

Activate your personalized account on the GRS Advantage™ Website

- I. Go to <https://advantage.gabrielroeder.com>
- II. Download and open the GRS Advantage user reference guide (<https://advantage.gabrielroeder.com/Documents/Help/GRSAdvantageUserReferenceGuide.pdf>)
  - a. Follow along with the “GRS Advantage Website - Requesting Access to the Website” help topic to activate your account and personalize your password.
  - b. Read over the “GRS Advantage Website - Using the GRS Advantage™ Website” help topic, specifically item “2.” which describes the navigation bar.
  - c. Read over the “Secure File Transfer” section, which describes how to send and retrieve file transfers.

**Demographic Data Requirements**

In order to complete the valuation a listing will be needed containing the necessary member census information (active, deferred vested (if applicable), and retired). Following approval of our proposal we will provide an excel spreadsheet requesting the necessary information. The data will be collected via the GRS Advantage™ Website.

**Plan Provisions**

This information has been previously provided, via an e-mail message dated November 8, 2016.

**Asset Information**

It is our understanding that the City is not pre-funding for these benefits. Therefore, there are no assets available for GASB purposes.

**CITY OF SWARTZ CREEK  
RETIREE HEALTH CARE PLAN  
DATA REQUEST**

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**Pay-As-You-Go Cost**

Please provide the amount paid for retiree health care benefits in the years ending June 30, 2015 and June 30, 2016.

**OPEB Initial Per-Capita Cost Information**

Please provide all data electronically, where available.

1. Please explain which groups/divisions are available for current and future retirees. If more than one group/division is available, please explain what would cause a retiree to choose one group/division over another. We believe the easiest way to present this information is to provide a table similar to the table below. The information in the table is an example.

OPEB Group: **Sample**

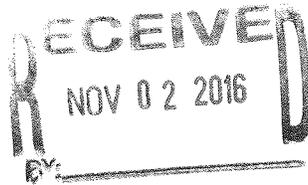
<b>Retiree Group/Division</b>	<b>Offered to Pre-65 and Post-65 Retirees?</b>	<b>Applicable Group</b>	<b>Anticipated Plan Design Changes?</b>	<b>Eligible Active Division(s)/Plan(s)*</b>	<b>Comments **</b>
0001	Pre-65 only	Retired before Jan. 1, 2006	None	Closed to future retirees	
0002	Pre-65 only	Retired on or after Dec. 31, 1995	7/1/2008 - will change Rx Copay to \$10/\$40	001, 002 & 003	
0015	Post-65 only	Retired any time	None	Open to all current/future retirees	

\* Please list which active division(s)/plan(s) are eligible to retire into each corresponding retiree division. Note that multiple retiree divisions/plans may be available to each active division/plan.

\*\* Enter any additional information which you feel may be relevant.

2. Please explain any major changes that have occurred to the retiree health plan (e.g., changes in copays, deductibles, change from self-funded to fully-insured, switching to high deductible health plans, etc.) in the past three years.
3. Please provide a summary of Health Care Coverage Plan Provisions for each health care option. For example, please list copays, and deductibles for the PPO, HMO, etc. If a summary is not available, a member booklet should suffice.
4. Please provide us with the 2016 (and 2017, if available) fully-insured monthly active and retiree premium rates for one-person and two-person coverage. For the retirees, we would like both pre-65 (regular premium rates) and post-65 (complementary premium rates). If available, it would be helpful to have the premium rate broken down by coverage component (i.e., medical, prescription drug, dental, and/or vision).

Please provide the annual Rate Sheet for each group/division from your provider. For all Rate Sheets submitted, please indicate the full period these rates are effective. Billing statements do not contain the information needed; therefore, they are not necessary to send.



October 28, 2016

Adam Zettel, City Manager  
City of Swartz Creek  
8083 Civic Dr.  
Swartz Creek, MI 48473

Dear Mr. Zettel:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you a change to the channel lineup. Customers are being notified of this change via bill message.

Beginning November 22, 2016, The Tennis Channel (ch. 738) and The Tennis Channel HD (chs. 184/1612) will no longer be available on our Sports Entertainment Tier. The Tennis Channel and The Tennis Channel HD are now available on our Digital Preferred tier.

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

Sincerely,

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

**UM-Dearborn's iLabs' eCities research recognizes the City of Swartz Creek for developing a positive entrepreneurial climate**

**SWARTZ CREEK, November 2, 2016** – Swartz Creek has been recognized for its work to foster entrepreneurial growth and economic development in the annual eCities study conducted by researchers at iLabs, University of Michigan-Dearborn's Center for Innovation Research. Swartz Creek was honored as a four star community along with 44 other communities across the state.

Collectively, four star communities account for over \$342 million in commercial construction. Additionally, these communities have added assets worth more than \$30 million and have a population in which 47% have attended some college. Swartz Creek is one of 23 communities in the State of Michigan to receive this recognition as a Best Practice Community in our state.

Mayor Krueger was proud to note that, "We can be very proud of our city and the direction that we are moving into the 21<sup>st</sup> Century." The City of Grand Blanc is the other city to be recognized as Four-Star Community in Genesee County.

The City of Swartz Creek endeavors to enable and encourage home based businesses through its home occupation ordinance. The city also has a track record for connecting fast-track site plan reviews for new businesses to standing land use plans, making applications for new business predictable and fast. Lastly, the city's recently established infrastructure asset management plans make private investment into residential and commercial properties much more desirable in the long run.

The eCities study surveyed 76 communities from 25 counties in Michigan that are home to more than 22 percent of Michigan residents and 28 percent with at least a bachelor's degree. These communities count for nearly one-fifth of the state's entrepreneurs who earned more than \$1.9 billion self-employed income in total. About 60 percent of these communities have a local business database, more than a quarter provide business improvement grants and more than 40 percent have full-time economic development employees.

"The eCities project highlights how local governments from across the state of Michigan are cultivating and supporting economic development. These communities show how local governments can work in distinct and strategic ways to energize public spaces, while investing in businesses and job development," said Tim Davis, director, iLabs.

The annual eCities research project, which began in 2007, uses data supplied by the participants, as well as other public records to assemble a six-factor, 32-item index of entrepreneurial activity, looking at such factors as clustering, incentives, growth, policies, community and education. The study focuses on entrepreneurship because of its importance to expansion and diversification of Michigan's regional economies and the impact small businesses have on job creation. To date, more than 200 communities across Michigan have participated in the study.

**###**

## MICHIGAN REDEVELOPMENT READY COMMUNITIES PROGRAM

The Redevelopment Ready Communities® (RRC) Program is a state-wide certification program that supports communities to become development ready and competitive in today's economy. It encourages communities to adopt innovative redevelopment strategies and efficient processes which build confidence among businesses and developers. Through the RRC program, local municipalities receive assistance in establishing a solid foundation for development to occur in their communities – making them more attractive for investments that create places where people want to live, work and play.

Once engaged in the program, communities commit to improving their redevelopment readiness by undergoing a rigorous assessment, and then work to achieve a set of criteria laid out in the RRC Best Practices. Each best practice addresses key elements of community and economic development, setting the standard for evaluation and the requirements to attain certification. The program measures and then certifies communities that actively tap the vision of local residents and business owners to shape a plan for their future while also having the fundamental practices in place to be able to achieve that vision. The six RRC best practices include:

- Community Plans and Public Outreach
- Zoning Regulations
- Development Review Process
- Recruitment and Education
- Redevelopment Ready Sites®
- Community Prosperity

Through the RRC best practices, communities build deliberate, fair and consistent development processes from the inside out. RRC provides the framework and benchmarks for communities to strategically and tactically ask “What can we do differently?” By shifting the way municipalities approach development, they're reinventing the way they do business – making them

more attractive for investments that create places where talent wants to live, work and visit.

The RRC program also has an advisory council consisting of public and private sector experts to assist in guiding the development of the best practices, provide feedback and recommendations on community assessments, and consider new opportunities to enhance the program. In addition to Michigan Economic Development Corporation (MEDC) assistance, communities receive comments from multiple perspectives from experts working in the field, tapping into a broader pool of talent.

RRC certification formally recognizes communities for being proactive and business friendly. Certified communities clearly signal they have effective development practices such as well-defined development procedures, a community-supported vision, an open and predictable review process and compelling sites for developers to locate their latest projects. Through the program, MEDC provides evaluation support, expertise and consultation, training opportunities, and assist certified communities market their top redevelopment sites. These packaged sites are primed for new investment because they are located within a community that has effective policies, efficient processes and broad community support.

For more information email [RRC@michigan.org](mailto:RRC@michigan.org) or contact the MEDC at 517.373.9808.