

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Monday, February 26, 2018, 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. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
  - 4A. Council Meeting of February 12, 2018 MOTION Pg. 17
5. **APPROVE AGENDA:**
  - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
  - 6A. City Manager's Report MOTION Pg. 2
  - 6B. Monthly Reports & Minutes (Budget, Building, DPS, Engineering) Pg. 23
  - 6C. Genesee County Drain Commission Phosphate Notice Pg. 55
  - 6D. Planning Commission Annual Report Pg. 56
  - 6E. Retiree Health Care Actuarial Evaluation Proposal Pg. 60
  - 6F. Record Digitization Agreement (Forthcoming) NA
  - 6G. Comcast Notice Pg. 71
  - 6H. Budget Amendments and Description Pg. 72
7. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
  - 8A. Budget Amendment Review RESO Pg. 13
  - 8B. Retiree Health Care Actuarial Evaluation Proposal Review RESO Pg. 14
  - 8C. Record Digitization Agreement RESO Pg. 15
  - 8D. Closed Session – Real Property Transaction/Lease RESO Pg. 16
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION

**Next Month Calendar**

Metro Police:	Wednesday, February 28, 2018, 10:00 a.m., Metro PD HQ
Planning Commission:	Tuesday, March 6, 2018, 7:00 p.m., PDBMB
Park Board:	Wednesday, March 7, 2018, 5:30 p.m., PDBMB
Downtown Development Authority:	Thursday, March 8, 2018, 6:00 p.m., PDBMB
City Council:	Monday, March 12, 2018, 7:00 p.m., PDBMB
Fire Board:	Tuesday, March 19, 2018, 6:00 p.m., Public Safety Bldg
ZBA:	Wednesday, March 21, 2018, 6:00 p.m., PDBMB
City Council:	Monday, March 26, 2018, 7:00 p.m., PDBMB
Planning Commission:	Tuesday, April 3, 2018, 7:00 p.m., PDBMB
Park Board:	Wednesday, April 4, 2018, 5:30 p.m., PDBMB
Downtown Development Authority:	Thursday, April 12, 2018, 6:00 p.m., PDBMB

**City of Swartz Creek**  
**CITY MANAGER'S REPORT**  
Regular Council Meeting of Monday, February 26, 2018 - 7:00 P.M.

**TO:** *Honorable Mayor, Mayor Pro-Tem & Council Members*  
**FROM:** Adam Zettel, City Manager  
**DATE:** February 23, 2018

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

✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(No Change of Status)*

The 2016 Huizinga appeal has been settled without much change. Since the petitioner is not happy with this value, they will not settle the 2017 appeal. Heather recommends that we do an appraisal for the 2017 appeal since our values are still very far apart.

The golf appraisal is underway. They do not appear to be cooperating. The allocation of value between the city and Flint Township is as much an issue as the establishment of a total true cash value for the entire course. While all the road frontage, structures, and much acreage is in the city, there is more land area for the course in the township. This circumstance is problematic for us.

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

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

We are moving forward with our project that was approved in this three year federal funding cycle. The next step completion of preliminary engineering and design, with the intention of bidding Fairchild Street this coming winter for 2019 construction.

In speaking with the engineer, the city still has the ability to add sidewalk to the east side. We were informed that the sidewalk would not be an eligible expense so we could not get federal funds. However, if it was done at the same time, the city would need to pay 'prevailing wages', which would increase the cost substantially. As such, it was recommended that, should the city decide to add sidewalks, we do so at a later time with another project that is ongoing in the Village.

After this three year cycle is complete, we hope that Miller, west of Morrish will be in the 2020-2022 cycle. Seymour is not on the radar at this point, though we may try to put it on the next cycle as well.

✓ **STREET PROJECT UPDATES** *(Update)*

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

Consumers Energy has begun work on the Daval gas lines. We distributed letters to the public (see the attached). In addition, we intend to expand the use of door hangers for communication purposes throughout the project.

Additional fluted signs are coming for stop signs in the existing and proposed reconstruction areas. Decorative lighting contracts are being created. The construction schedule for 2018 appears to be much shorter than 2017, with work expected to begin sooner and be done in September.

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

✓ **SEWER REHABILITATION PROGRAM** (Update)

Lining work is underway for Chelmsford and Valleyview Drives. Inspection of Winshall has also been completed. Though the video is available, I am not sure what the findings are.

This multi-year program is on schedule and budget. Based upon current rates and existing fund balance, staff may recommend expending more in the next year or two on the sewer rehabilitation plan in order to get some higher risk assets completed more quickly. This could include Winshall Drive and Miller Road sections.

✓ **WATER MAIN REPLACEMENT** (Update)

The council approved the proposal from the engineer to seek grant funds for the next water main replacement that is integrated with our 20 year street plan. 2018 will be Daval, followed by Chelmsford and Oakview in subsequent years. Obviously, Miller and Morrish Roads are mid-term priorities for replacement and may be looked at separately for such grant/loan funding.

We are working with the engineer on the USDA Rural Development grant/loan submission. Note that, due to Lou Fluery's transfer to OHM, staff is continuing to work with him and OHM Advisors for continuity in this process. There is a lot of paperwork that is relatively unpleasant. We do not have a timeline for submission, but are hopeful that it is worth it.

Genesee County Drain Commission - Water and Waste Services still intends to update its 2003 Water Master Plan this year. During this process, they are going to analyze the Swartz Creek area to ascertain what current and future needs are. This information will then be used by their consultant to make determinations concerning additional water feeds into the area and the sizing of the water main, including Miller Road.

Their plan is to rely less on Miller Road and more on secondary feeds that could approach the city from the north, south, and west. This would be good for us in the long run and negates the concern that Miller Road would need to be increased in size and/or used as an intercommunity transmission line.

As observed with the break that was experienced on December 18<sup>th</sup>, additional feeds from other directions is essential for the west end of the county.

The city is also working with the county to abandon the Dye Road water main in the vicinity of the rail line. This line is prone to breaks, which can be very costly and dangerous near the rail spur. The intention would be to connect our customers to the other side of the street, onto the county line. It appears the transition cost would

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

✓ **WATER SYSTEM STATE REVIEW** *(No Change of Status)*

Michigan Department of Environmental Quality staff have performed an annual review of our operations. They are requiring some documentation and changes:

1. We are required to have a 5 and 20 year capital improvement plan. We have this on file.
2. The city must have a valve maintenance program that includes a general schedule for exercising valves. Staff will document our policy moving forward.
3. The city must supply our purchase contract with Genesee County for our water supply. This document is on file and shall be provided to the DEQ.
4. The city must provide a water main inventory. We have this on file.
5. The city must provide an updated Emergency Response Plan. We have this on file.

✓ **NPDES STATE REVIEW** *(No Change of Status)*

The permit has been resubmitted to the state. Lots of work was put into this by Rebecca and Jody! After speaking to the state official overseeing our application, I believe we are in a good spot as it relates to the completeness and timeliness of the permit at this point. I will keep the council informed. The previous report follows:

Michigan Department of Environmental Quality staff have performed a paper audit of our storm water management policies, ordinances, and procedures. They have a number of requests for supplemental paperwork that the city and Genesee County Drain Commissioner's office (Surface Water Management Division) must provide.

Tom and Rebecca are working to provide the required information. The state staff involved are very accommodating, and I do not expect any issues with reporting.

This request stems from the National Pollutant Discharge Elimination System, which resulted in the cooperative program operated by the county in which the city participates. They charge an annual fee to conduct monitoring, public education, and reporting. They also assisted in the draft of the city's massive storm water ordinance that was passed relatively recently.

✓ **POLICE SERVICE** *(Update)*

The Metro PD met on February 6th. As noted previously, the big news is that the Chief announced his retirement, effective at the end of February. A committee was formed to look at succession planning, but there has not been a posting for the position as of writing. There is also a movement to host a visioning session to affirm the mission and objectives of the authority. I support both initiatives.

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

Sale instruments are ready for execution. Sale proceeds will be paid to the Heritage Village of Swartz Creek Home Owners Association unless otherwise encumbered or owed to the Genesee County Treasurer (Land Bank).

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

A meeting was held on August 22<sup>nd</sup> and was well attended. Invitations were sent to all owners in Winchester Woods as noted in the previous meeting packet. The conversation was engaging and rational. However, not much consensus resulted. What I was able to take away from the conversation is that the woods area is an asset that most folks would rather see left intact. There was not much support for investing in improvements to make the lots usable for single family construction.

There was some support for area-wide and/or focused drainage improvements in the form of piping and ditching. I will look to create a survey instrument when things calm down in the fall that might better inform us of what people would like to see happen.

The previous report follows:

The city engineer has created a set of investment options for this subdivision. If the agenda was not jam packed, this would be up for presentation/discussion. For the time being, the proposals are included for review and future discussion (albeit small in scale). One proposal costs \$2.6 million and addresses all outstanding drainage, sanitary sewer, and water service needs. This design is the text book solution to all existing drainage issues, of which there are many. It also prepares the vacant lots for development. I suspect this is too much investment for this area to endure, no matter how the assessment is appropriated.

A second proposal costs \$750,000 and only addresses the immediate needs necessary to make the vacant land buildable. This includes sanitary sewer installation on a more limited basis, as well as targeted drainage to alleviate future impacts. Note that this is still about \$20,000 per lot (vacant lots only)

As noted previously, Paul Fortino from Gaines was also able to attend consultation with the city engineer. He has not shown interest in interjurisdictional cooperation when asked to participate in design and/or construction.

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

Based upon the rapid increase in information that the city finds necessary to disseminate, we are moving towards quarterly newsletters. The first installment under the new system will be March, with subsequent newsletters going out in June, September, and December.

✓ **HOLLAND SQUARE** *(Update)*

Not much discussion occurred regarding Holland Square due to the absence of the engineer. However, a steering committee was formed, and will begin working on schematic engineering details for use options.

✓ **TRAILS** *(No Change of Status)*

Staff continues to amend its application. We met with Consumers Energy about a new site license for the property that connects Elms Park to Bristol Road. We have a planned meeting with MDOT to go over options to cross the rail on Miller. I sense progress on all fronts.

Should the DNR grant be awarded (October 2018), the city and township would be expected to move into the design phase of the project. I have attached the engineering cost proposal by OHM to do this. What this amounts to is a need to fund our share of \$79,000 in the 2019 fiscal year. We would then look to fund our share of \$118,500 in the next fiscal year for construction engineering of the project itself (assuming a summer of 2019 construction). The expectation is that all other costs will be covered by the MDOT and DNR grants. If not, the local obligation may be too much to bear. As it is projected, the city's share of \$118,500 (~\$106,650) is still very heavy for a single fiscal year of park investment.

S. Dye Rd. / Miller Rd. Non-Motorized Path				
		Grant Request		Local Funds
		MDOT TAP	MDNR Trust Fund	
Construction (35% local match)	\$790,000	\$ 513,500		
			\$ 276,500	
Final Design (10%)	\$ 79,000		\$ 23,500	\$ 55,500
Final Engineering (15%)	\$ 118,500			\$ 118,500
<b>Total</b>	<b>\$ 987,500</b>	<b>\$ 513,500</b>	<b>\$ 300,000</b>	<b>\$ 174,000</b>
<u>Tentative Schedule</u>				
Sep-17	Inter-community project resolution			
	Letters of support			
	Trail maintenance agreement			
Oct-17	Draft MDOT application			
Nov-17	Submit application for 2019 MDOT TAP funds			
Dec-17	MDOT TAP Review Session			
Jan-18	Draft MDNR application			
Mar-18	Submit application to MDNR Trust fund			

✓ **REDEVELOPMENT READY COMMUNITIES BRANDING (Update)**

A report is due in March. Most of our efforts have been put into branding. In the coming months, I will also look to alter the zoning ordinance to encourage mixed use development in downtown.

✓ **BRANDING (Update)**

The DDA did not pick an image. Instead, they opted to create a process that will ensure more buy in by all parties. **They requested a joint meeting of the DDA and City Council. I will look to arrange this for Thursday, March 8<sup>th</sup>, 6pm in the city council chambers.** This will be the regular DDA meeting. Council members should mark this on their calendars and make every effort to attend. Please let me know if you cannot make it to this meeting.

✓ **DOG PARK (No Change of Status)**

The Eagle Scout candidates are back on the case. There is now a fundraising platform set up to make this happen (GoFundMe). If you are interested in contributing or know of another person or entity that might be, feel free to contact me.

✓ **RADAR FEEDBACK SIGNS (Update)**

The police authority hosted a vendor visit on February 6<sup>th</sup>. It appears the portable signs are functional, affordable, and impactful. I hope the authority makes purchases soon.

✓ **CONSUMERS CONSERVATION PILOT PROGRAM** *(No Change of Status)*

The webpage for this program is now up and running. By all accounts, their kickoff was very successful, and the community is getting engaged. I have noticed some radio ads, as well as a billboard on I-69. Please check this program out and register if you have not already!

Part of the program includes a \$15,000 donation to one of two local projects. These projects include the future "Holland Square" and the trail system that is proposed. Obviously, these resources would be put to good use!

✓ **DURAND AREA INDUSTRY - PROJECT TIM** *(No Change of Status)*

It's a steel mill. The announcement was distributed at the December 4<sup>th</sup> meeting. I don't have any additional details at this point. As noted, this has the potential to be one of the most monumental influences on our community since the initial investments by GM and Winchester Village.

To be clear, the project has not been affirmed in terms of the federal loan application, local approvals, and developer commitment. However, the massive scale of the investment and its impact as "clean coal" appears to be reliable information. If the project is affirmed for development, I recommend the city reengage its master plan, establish a compatible vision, and heavily invest in making that vision a reality. The next decade could be very transformational, and I am certain the community will want to be in the driver's seat for this change, whatever that change may be.

At this point, we find ourselves as a stakeholder in this project without much information to respond. I will do my best to learn more and report to the city council. This is something that, if it proceeds, will have a tremendously positive impact on our town, or a mixed impact (economic/environmental). Since various state and federal agencies are involved, we should be prepared to inform ourselves and use our formal and collective voice to promote the best interest to the Swartz Creek community.

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

For the time being, the accepted course of action is to hold the Heritage property, pending use in accordance with the current development and sale process that the neighborhood association is coordinating with J.W. Morgan Inc.

I have received a call from an alleged property interest of the Second Street vacant land. They indicated that they missed the tax payments for various reasons and would like the property back. The contact indicated that the house adjacent to the site was owned by the same owner, but had the taxes paid by an escrow company. I indicated that the city is likely to take ownership of this property due to circumstances, but a letter to the city council requesting sale back to them would be the best way to proceed with any attempt to reacquire it.

✓ **5157 MORRISH ROAD DEMOLITION** *(No Change of Status)*

The house is down and paid for, with the exception of site restoration, which will be done and billed in the spring. The project will use all of the funds dedicated to this purpose through the Community Development Block Grant program that is administered by the Genesee County Planning Commission.

Thoughts on reuse? The standard practice for single lot properties is to sell them to an adjacent land owner. There has been interest by local builders in placing new housing, similar to the bungalow homes that were built about a decade ago on First and Wade.

✓ **FIRE DEPARTMENT** *(Update)*

The interlocal agreement has been executed and received by all parties. Appointments in line with agreement terms have also been made by Clayton Township and the City of Swartz Creek. There is nothing new to report. Provided there are no, new pressing matters, I will remove this section from future reports.

✓ **DON SHENK HOME REHABILITATION** *(No Change of Status)*

The basement alternate has been approved. Work is underway. We anticipate a late spring sale, and are entertaining a 'sale by owner' promotional campaign to create awareness and to avoid seller commissions.

✓ **MILLER ROAD DRAIN** *(Update)*

We have a proposal to complete repairs from a local contractor. The amount is \$13,100. Rowe is working to create proper easement instruments to give the city access to the site. Once this is complete, I will have the city council take a look at the quotes or competitive bids, depending upon the circumstances.

✓ **BUDGET** *(Business Item)*

As usual, we have a number of mid-year budget amendments to make. We again have had a number of unanticipated or unpredictable revenues, such as the state reimbursement for personal property taxes and higher investment returns. There are a number of other areas in which we need to make balancing adjustments. Overall, we are in a better financial position concerning revenues and should be able to accommodate some of the capital projects and maintenance needs that have been put off in the past, such as the civic center parking lot.

Note that many adjustments reflect long term capital improvement project spending that is in line with our asset management plans (water and street engineering/construction). Many of these costs, such as the park work, Don Shenk rehabilitation and Fairchild Street efforts are fully or partial reimbursable by qualify grant and other revenues.

Mrs. Korth has summarized what these changes are in the packet. The proposed changes will better reflect our books and set the stage for future decision making. We will also be in a better spot for the FY 2019 budget preparation. A resolution is included to update our budget.

Note that moving forward, we will look to begin encumbering funds for some projects instead of budgeting them in multiple fiscal years. What does this mean in English?

Here is an example. In past, we might budget \$100,000 for Holland Square in a specific year. If the project did not happen in that year, the city would put \$100,000 into a different project or allow those funds to build up fund balance as savings. Then, the city would need to keep budgeting the same \$100,000 in future fiscal years until the project occurred or was scratched. In effect, this strategy ties up a lot of money year after year, even if there are no results.

As it happens, we put such an amount into Holland Square (city parking lots) this year, and will not be able to spend it by July. Moving into fiscal year 2019, the city can set those funds aside as 'encumbered' funds for that specific purpose and need not continue to tie up future budgets with a dedicated line item for that amount. I will explain this verbally at the meeting to supplement this wall of text.

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

✓ **MONTHLY REPORTS (Update)**

The January reports and minutes from recent meetings are included for your reading enjoyment. I have also included the engineering report from Rowe and a notice on the USDA RD application from Lou at OHM. Contact me with questions.

✓ **WATER ADDITIVE NOTICE (Update)**

The county has sent notice regarding the use of phosphate in the water system as an anti-corrosive agent. They have done so in response to public questioning of apparent residue.

✓ **COMCAST NOTICE (Update)**

There is a channel lineup change.

✓ **GROUNDWATER WITHDRAWAL ORDINANCE (Update)**

The groundwater withdrawal ordinance for the Holland Square project is finally in a final form. It was included in the February 12 packet for reference. This ordinance is something the city agreed to implement as part of the cleanup and 'closure' process for the underground contaminants at 5012 Holland Drive. As noted previously, the practical impact of this is small, since wells are no longer permitted in the city and there are no known 'grandfathered' wells in the impacted area.

The next step will be a public hearing that is expected to be held on April 23rd. I am awaiting final sign off by Exxon's legal team and the State of Michigan Department of Environmental Quality.

✓ **CGI PROMOTIONAL VIDEO (Update)**

The agreement has been signed and delivered. The mayor and I will meet with producers to proceed with the next steps, including the timeline, engagement of stakeholders, and possible topics for film.

✓ **SOLAR PANEL OPTION (Update)**

This option appears favorable. To move forward, I will need to affirm that the city has deed rights to do so for the 10 acres in question. It appears that the city was deeded land under the condition that it had to be used for a specific purpose (recreation). I

will reach out to the previous owner and explain the situation to ascertain if the solar array and related recreational investment is acceptable.

The park board wishes to see proceeds from any lease directly invested into this site. This can be assured. The city can either create an instrument or trust of some sort to guarantee fund use, or we can see if Cenergy might consider in kind recreation investments up front in lieu of cash payments over 21 years.

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

✓ **PLANNING COMMISSION** *(Update)*

The commission met on February 13<sup>th</sup>. Minutes are included. The commission selected the same officers as 2017 (Stephens as Chair, Pinkston as Vice Chair, Florine as Secretary). They also approve the 2017 annual report, which is included in the packet. The next meeting is scheduled for March 6<sup>th</sup>, but there are no business items at this point.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY** *(Update)*

The DDA met on February 15<sup>th</sup>. Not much discussion occurred regarding Holland Square due to the absence of the engineer. However, a steering committee was formed, and will begin working on schematic engineering details for use options.

Concerning branding, they did not pick an image. Instead, they opted to create a process that will ensure more buy in by all parties. They requested a joint meeting of the DDA and City Council. I will look to arrange this for Thursday, March 8<sup>th</sup>, 6pm in the city council chambers. This will be the regular DDA meeting. Council members should mark this on their calendars and make every effort to attend. Please let me know if you cannot make it to this meeting.

The next meeting is scheduled for March 8<sup>th</sup>.

✓ **ZONING BOARD OF APPEALS** *(No Change of Status)*

They are expected to have their annual meeting on March 21, 2018.

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

The board met on February 7<sup>th</sup> at 5:30 p.m. They reviewed the solar panel option, and are favorable as long as the resources can be directed to the recreational land. Minutes are included in the packet, and the next meeting is scheduled for March 7<sup>th</sup>.

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

The March Board of Review met December 12<sup>th</sup>. They reviewed two principle residency exemptions. They will not reconvene until March Board of Review.

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

✓ **RETIREE HEALTH CARE ACTUARIAL PROPOSAL** *(Business Item)*

Each year the city has various financial documents that must be prepared. Routine documents were the budget, audit, and retirement plan actuarial. Recently, Governmental Accounting Standards Board (GASB) standards have added

requirements for Other Post Employment Benefit (OPEB) valuations that are to be done every two years. Specifically, GASB 74 and 75 require valuation statements for retiree healthcare that are similar to those statements for pensions.

Unlike the pensions, the provider of the benefits does not provide an annual accounting or actuarial of this data. As such, the city must seek a qualified professional service to do it. Based upon the recommendation of staff and auditor, the city opted to use Gabriel, Roeder, Smith & Company (GRS) for the previous OPEB actuarial report.

This report was expected to be valid for a period of two years, through June 30, 2018. However, with the transfer of employees to the Metro Police Authority and switch of some retirement benefits to defined contribution benefits, our auditor recommends (strongly) that we do this a year early. As such, we must redo this process a year early at the full cost. I spent some time with Mrs. Korth and a specialist from Plante Moran, the city's auditor, to ensure that this process was a 'must do'. I was assured that it was.

With that said, this is an essential service, and it must be done for the last full fiscal year. A proposal from GRS is attached. I have also included a resolution for approval. Note that we have requested other proposals, but as of writing have not received responses. These are not required for a professional service, especially a renewal of service, but I will put them in front of the city council when/if we get them.

✓ **RECORD DIGITIZATON AGREEMENT (Update)**

In tandem with the large FOIA request that the city received in December (see below), we have an option to digitize our records at the expense of the petitioner. They are offering to scan all of the city's minutes, ordinances, and available financial statements. They are willing to do so because they are requesting a substantial portion of said documents, and the cost to scan and digitize them onsite (per our request) is high. They are willing to have a third party scan ALL of the records at the third party facility at a lower rate and provide access to the results IF the city allows a third party to transport them.

After much deliberation concerning the circumstances related to fulfilling the FOIA request, digitizing our own records, and managing risk staff is asking the city council to consider the proposal. To ensure maximum risk mitigation, I have requested the city attorney to set terms and conditions for the access, transportation, scanning, return, and digital delivery of the records. Unfortunately, the agreement is not available as of packet delivery. I am including the resolution with then intention of delivering the instrument as soon as possible.

**\*FOIA Request Notes from February 12, 2018 Meeting Packet\***

A request for numerous documents was submitted in December. The bulk of the request is centered around assessments, street work, sewer work, and related expenses for lots in Winchester Woods during the 1970s. The issue appears to be in regard to the Harter owned lots and related improvements. We have been working in good faith to fulfill the request in a timely manner. It is unclear what the thought process is behind consolidating this information, but I want to keep the council informed. As of now, there does not appear to be any trace of a street assessment for this location in the timeframe specified.

✓ **CLOSED SESSION (*Business Item*)**

The city has business to discuss related to a potential real property transaction or lease. This is a purpose permitted for discussion in a closed session, and I find it to be advisable to do so in this case. A resolution is included to move the council into a closed session for this purpose.

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

*City Manager Availability:* I had surgery and was out of the office for a few days. Staff did a wonderful job of directly folks to my email so I was able to address most matters while I was out. However, the packet did not receive as many staff hours as it normally does, so I apologize for any errors, omissions, or inconsistencies. Moving forward, I may miss a few hours of office time here and there, but should otherwise be back to the normal routine.

*Webpage:* So the council is aware, we are moving the webpage from one web host to another. This may result in a lack of availability for about fifteen minutes. We expect more functionality, including less reliance on the 'ftp' system in favor of 'direct links'.

*Census:* The US Census Bureau is looking to prepare for the 2020 Census. They indicated that the city opted not to participate in affirmation of the address list. However, this appears to be a miscommunication. I submitted paperwork to have the city review the address list in mid-January, after affirming our desire to participate with federal staff. The state is now formally engaged in reviewing boundary lines that were submitted to the Census in 2015.

**City of Swartz Creek  
RESOLUTIONS  
Regular Council Meeting, Monday, February 26, 2018, 7:00 P.M.**

**Resolution No. 180226-4A            MINUTES – FEBRUARY 12, 2018**

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

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, February 12, 2018, to be circulated and placed on file.

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

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

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

**Resolution No. 180226-5A            AGENDA APPROVAL**

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

**I Move** the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of February 26, 2018, to be circulated and placed on file.

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

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

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

**Resolution No. 180226-6A            CITY MANAGER’S REPORT**

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

**I Move** the Swartz Creek City Council accept the City Manager’s Report of February 26, 2018, including reports and communications, to be circulated and placed on file.

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

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

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

**Resolution No. 180226-8A            RESOLUTION TO APPROVE MID YEAR BUDGET AMENDMENTS**

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

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

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

**WHEREAS**, the City Council has reviewed the City's 2017 – 2018 Revenue and Expenditure Report through January 2018, and finds that it is not in deficit; however, certain department activity line items may be in deficit; and

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

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

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

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

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

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

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

**Resolution No. 180226-8B**

**RESOLUTION TO APPROVE A PROFESSIONAL SERVICE AGREEMENT WITH GABRIEL, ROEDER, SMITH & COMPANY FOR ACTUARIAL VALUATION OF THE CITY'S RETIREE HEALTH CARE COSTS**

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 for fiscal year ending June 30, 2017, 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 January 30, 2018 for such professional services, with total costs for the engagement not exceeding \$14,000 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. 180226-8C**

**RESOLUTION TO APPROVE AN AGREEMENT TO ENABLE OFFSITE SCANNING OF CITY RECORDS**

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

**WHEREAS**, the city has numerous hardcopy records that are required to be retained for practical and legal reasons, including among others, city council meeting minutes, uncodified ordinances, and financial statements; and

**WHEREAS**, many of these records are stored as unique hardcopies, with a hardcopy or digital backup; and

**WHEREAS**, the city desires to scan these records and create a redundant, digital copy that can be duplicated and stored on servers offsite in addition to servers available to the public; and

**WHEREAS**, the non-digitized records are at risk, albeit small, for destruction by fire, storm, theft, and other means each moment they remain under their current circumstances; and

**WHEREAS**, a scanning service by an independent, bonded professional service company is being offered by a separate third party as a means to digitize the records in order to obtain information requested in a Freedom of Information Act Request; and

**WHEREAS**, the City finds the process and outcome offered through the attached agreement to be comparable to the existing risk and self-digitization risk the city would fact to carry out the process itself.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek City Council hereby approves the agreement dated \_\_\_\_\_.

**BE IT FURTHER RESOLVED**, the City of Swartz Creek City Council directs the Mayor to execute said agreement on behalf of the city and participate in the production of the videos.

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

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

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

**Resolution No. 180226-8D                      CLOSED SESSION TO CONSIDER PROPERTY  
TRANSACTION/LEASE (ROLL CALL VOTE)**

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

**WHEREAS**, the City of Swartz Creek has potential business concerning the transaction or lease of real property, and;

**WHEREAS**, the MCL 15.268(d) permits a governing body to enter a closed session to consider the purchase or lease of real property up to the time an option to purchase or lease that property is obtained.

**NOW THEREFORE, BE IT RESOLVED** the City of Swartz Creek City Council exit the regular session of the city council and enter into a closed session for the purpose of discussion related to the consideration of the purchase or lease of real property.

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

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

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

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE 02/12/2018**

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: Cramer, Florence, Gilbert, Hicks, Krueger, Pinkston, Porath.

Councilmembers Absent: None.

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

Others Present: Lania Rocha, Bob Plumb, Fay Porath, Lt. Matt Bade, Steve Shumaker, Dave Plumb, Andy Harris, Jim Barclay, Jack Wheatley, Jeff Markstem.

**APPROVAL OF MINUTES**

**Resolution No. 180212-01**

**(Carried)**

Motion by Councilmember Porath  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday January 22, 2018, to be circulated and placed on file.

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

**APPROVAL OF AGENDA**

**Resolution No. 180212-02**

**(Carried)**

Motion by Councilmember Cramer  
Second by Councilmember Florence

**I Move** the Swartz Creek City Council approve the Agenda as, amended for the Regular Council Meeting of February 12, 2018, to be circulated and placed on file.

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

**CITY MANAGER’S REPORT**

**Resolution No. 180212-03**

**(Carried)**

Motion by Councilmember Florence  
Second by Councilmember Cramer

**I Move** the Swartz Creek City Council accept the City Manager’s Report of February 12, 2018, including reports and communications and verbal additions to be circulated and placed on file.

Discussion Ensued.

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

**MEETING OPENED TO THE PUBLIC:**

Lt. Matt Bade attended the radar sign demonstration last Tuesday. He commented the signs have a great data package with very useful information.

Jack Wheatley, Rowe Professional Services, introduced himself and is now our project manager/engineer.

**COUNCIL BUSINESS:**

**RESOLUTION TO APPROVE AN APPOINTMENT TO THE FIRE BOARD**

**Resolution No. 180212-04**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Porath

**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 is a resignation of a fire board member, as well as new conditions for appointment of fire board members per the fire service interlocal agreement; and

**WHEREAS**, said appointment is a Mayoral appointment, 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:

#180212-04A

**MAYORAL APPOINTMENT:**

Rae Lynn Hicks

Swartz Creek Area Fire Board, Council Member

Remainder of two year term, expiring November 26, 2018

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

NO: None. Motion Declared Carried.

**RESOLUTION TO APPROVE A PROFESSIONAL SERVICE AGREEMENT WITH ROWE TO COMPLETE BRIDGE INSPECTIONS**

**Resolution No. 180212-05**

**(Carried)**

Motion by Councilmember Hicks

Second by Councilmember Gilbert

**WHEREAS**, the City of Swartz Creek owns, operates, and maintains a system of major streets, including two bridges (Elms and Morrish Roads), and

**WHEREAS**, the Federal Highway Administration requires inspection of these bridges by a certified professional once every two years, and

**WHEREAS**, Rowe Professional Services Company is a qualified engineer of the city and has completed these inspections previously for \$425 each.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek approves the bridge inspection proposal by ROWE Professional Services Company, dated January 23, 2018.

**BE IT FURTHER RESOLVED**, that the City Council directs the Mayor to execute said proposal on behalf of the city and for the City Treasurer to appropriate such costs to the Major Street Fund.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

**RESOLUTION TO APPROVE PRELIMINARY ENGINEERING FOR THE FEDERALLY FUNDED REHABILITATION OF FAIRCHILD STREET**

**Resolution No. 180212-06**

**(Carried)**

Motion by Mayor Pro Tem Pinkston

Second by Councilmember Cramer

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

**WHEREAS**, the project was approved for construction during the 2019 season, with allocations of funds and cost sharing as outlined herein; and

<u>Road</u>	<u>Point of Beginning</u>	<u>Point of End</u>	<u>Length (Miles)</u>	<u>Lanes</u>	<u>Lane Feet</u>	<u>Width (Feet)</u>	<u>ADT</u>	<u>Total Cost</u>	<u>Federal Match</u>	<u>Local Match</u>
Fairchild	Cappy	Miller	0.28	2	2956.8	44	2456	\$312,306	\$249,845	\$62,461

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

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

**WHEREAS**, Rowe Professional Services Company has submitted a proposal to perform the engineering service as stipulated and qualified by the Traffic Improvement Program; and

**WHEREAS**, the city finds Rowe to be a qualified firm performing a professional service.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek approve the design engineering proposal by Rowe Professional Services Company for an amount not to exceed \$23,959.82 for Fairchild Street.

**BE IT FURTHER RESOLVED**, that the City Council directs the City Manager to prepare and execute the Third Party Agreement as included in the City Council Packet of February 12, 2018, and that the budget be amended to reflect contributions and revenues as reflected above within the major street fund.

Discussion Ensued.

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

NO: None. Motion Declared Denied.

**RESOLUTION TO APPROVE AN AGREEMENT TO ENABLE VIDEO PROMOTION OF THE CITY**

**Resolution No. 180212-07**

**(Carried)**

Motion by Councilmember Porath  
Second by Councilmember Florence

**WHEREAS**, the city is engaged in a branding effort to promote the positive aspects of the community as an effort to enhance the quality of life, drive economic development, benefit local businesses, and satisfy Redevelopment Ready Communities standards; and

**WHEREAS**, CGI Communications offers extremely limited and competitive video production services at no cost to municipalities as part of a partnership with the United States Conference of Mayors and National League of Cities; and

**WHEREAS**, the City has been offered one of five available production agreements within the State of Michigan to provide four promotional videos for the City of Swartz Creek in tandem with potential local sponsors from the business and nonprofit community.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek City Council hereby approves the 2018 Community Video Program agreement dated January 25, 2018.

**BE IT FURTHER RESOLVED**, the City of Swartz Creek City Council directs the Mayor to execute said agreement on behalf of the city and participate with staff on the production of the videos.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

## **RESOLUTION TO APPROVE AMENDMENTS TO THE FISCAL YEAR 2017 BUDGET FOR THE FIRE DEPARTMENT**

**Resolution No. 180212-08**

**(Carried)**

Motion by Councilmember Cramer  
Second by Councilmember Gilbert

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

**WHEREAS**, Clayton Township and the Swartz Creek City have approved the 2017 budget, with the city approval occurring on October 23, 2017; and,

**WHEREAS**, the Swartz Creek Area Fire Department is proposing changes that, while not altering the total budget allocation, exceed line item values by 10% for specific line items.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of Swartz Creek approve the Fiscal Year 2017 Swartz Creek Area Fire Board Budget amendments, as attached hereto.

Discussion Ensued.

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

NO: Motion Declared Carried.

**MEETING OPENED TO THE PUBLIC:**

No comments.

**REMARKS BY COUNCILMEMBERS:**

Councilmember Porath attended the radar sign demonstration and was very impressed. He believes money will be well spent when purchased. He looks forward to seeing Rae Lynn Hicks at the Fire Board meeting as a new board member.

Councilmember Cramer has gathered logos from the community to present at the next DDA meeting.

Councilmember Florence will be glad when spring is here.

Councilmember Hicks is looking forward to working with Chief Plumb.

Councilmember Gilbert commented about people plowing snow across the road and it being in the road and blocking mailboxes. He wanted to know if the city replaces mailboxes that get knocked down when streets are plowed. City Manager Mr. Zettel responded that the city does replace them.

Mayor Pro Tem Pinkston feels the city did a great job keeping the roads clear and is proud of our crew.

Mayor Krueger warmer temps coming "Think Spring".

**ADJOURNMENT**

**Resolution No. 180212-09**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Mayor Pro Tem Pinkston

**I Move** the Swartz Creek City Council adjourn the regular meeting at 8:13 p.m.

Unanimous Voice Vote.

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**David A. Krueger, Mayor**

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**Connie Eskew, City Clerk**

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

02/01/18

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
18-000004 COMPLETED	LI10-004282-0000-01	WOODSIDE BUILDERS 4282 LINDSEY DR	01/22/18 01/22/18	SET DUMMY METER
18-000009 COMPLETED	CH20-009127-0000-01	EDGERTON, JOE 9127 CHESTERFIELD DR	01/23/18 01/23/18	WATER LEAK
CKME17-0343 COMPLETED	HT10-003263-0000-02	WELLS, FRED 3263 HERITAGE BLVD	01/04/18 01/04/18	CHECK METER
CKME17-0344 COMPLETED	MI10-008104-0000-01	BURNHAM, LELAND 8104 MILLER RD	01/04/18 01/04/18	CHECK METER
CKME17-0345 CANCELLED	MO10-005152-B111-01	RIVERSIDE MANOR TOWNHOUSES 5152 MORRISH # B111 RD	01/04/18 01/09/18	CHECK METER
CKME17-0346	SE20-005231-0000-01	THAYER, DONNA 5231 SEYMOUR RD	01/04/18	CHECK METER
CKME17-0347 CANCELLED	WO10-005325-0000-01	HAJDINO, KARI 5325 WORCHESTER DR	01/04/18 01/09/18	CHECK METER
CKME17-0348 COMPLETED	MI10-007030-0000-02	THE EVOLUTION CO. II, LLC 7030 MILLER RD	01/04/18 01/05/18	CHECK METER
CKME17-0349 COMPLETED	BA10-006230-0000-02	WEDEL, RALPH 6230 BAINBRIDGE DR	01/04/18 01/04/18	CHECK METER
CKME17-0350	CH30-007556-0000-02	CARRIER, DIANE 7556 CHURCH ST	01/04/18	CHECK METER
CKME17-0351 COMPLETED	HT10-003431-0000-02	WOODSIDE BUILDERS 3431 HERITAGE BLVD	01/04/18 01/09/18	CHECK METER
CKME17-0352 CANCELLED	MC10-005095-0000-05	KLORRES, ALICIA 5095 MC LAIN ST	01/04/18 01/09/18	CHECK METER
CKME17-0353 COMPLETED	EL10-004311-0000-02	GREAT LAKES TACO, LLC 4311 ELMS RD	01/04/18 01/04/18	CHECK METER
CKME18-0354 CANCELLED	DU10-005337-0000-08	MCGUIRE, NOREEN 5337 DURWOOD DR	01/05/18 01/05/18	CHECK METER
CKME18-0355 COMPLETED	AU10-006351-0000-02	MURPHY, C 6351 AUGUSTA ST	01/08/18 01/08/18	CHECK METER
CKME18-0356 COMPLETED	MI10-008383-0000-01	GREEN, MARGOT A 8383 MILLER RD	01/09/18 01/09/18	CHECK METER
CKME18-0357 COMPLETED	FA10-005086-0000-02	BARRON, CONSTANCE 5086 FAIRCHILD ST	01/10/18 01/10/18	CHECK METER
CKME18-0358 COMPLETED	BA10-006230-0000-02	WEDEL, RALPH 6230 BAINBRIDGE DR	01/22/18 01/22/18	CHECK METER
CKME18-0359 COMPLETED	DI10-007470-0000-04	WILLIAMS, LARRY 7470 DIANE CT	01/10/18 01/10/18	CHECK METER
CKME18-0360 CANCELLED	MY10-004301-0000-01	GAVRILOFF, DONALD 4301 MA <del>23</del> LN	01/16/18 01/16/18	CHECK METER

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
CKME18-0361 COMPLETED	GR10-005346-0000-01	ALEXANDER, DAVID 5346 GREENLEAF DR	01/09/18 01/09/18	CHECK METER
CKME18-0362 COMPLETED	SE20-005231-0000-02	ZERKA, MELANNI 5231 SEYMOUR RD	01/11/18 01/11/18	CHECK METER
CKME18-0363	MY10-004301-0000-01	GAVRILOFF, DONALD 4301 MAYA LN	01/22/18	CHECK METER
DRAN18-0056 COMPLETED	OA10-009239-0000-02	STEPHENSON, MICHELLE 9239 OAKVIEW DR	01/22/18 01/23/18	STORM DRAINS
DRAN18-0057	OA10-009258-0000-02	HAUT, DAVID & ROBIN 9258 OAKVIEW DR	01/22/18 01/22/18	STORM DRAINS
DRAN18-0058 COMPLETED	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	01/24/18 01/24/18	STORM DRAINS
FLAG18-0182	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	01/25/18	LOWER/RAISE FLAG
FNRD18-1323 COMPLETED	HE10-005155-0000-04	OEHM, L DANIELLE 5155 HELMSLEY DR	01/03/18 01/03/18	FINAL READ
FNRD18-1324 CANCELLED	EL10-004220-0000-01	STAMPEDE MGMT 4220 ELMS RD	01/04/18 01/04/18	FINAL READ
FNRD18-1325 COMPLETED	LU10-009089-0000-03	GREY, SANDRA & CURTIS, KATHR 9089 LUEA LN	01/08/18 01/09/18	FINAL READ
FNRD18-1326 COMPLETED	AS10-000068-0000-02	VALUE HOMES 68 ASHLEY CIR	01/19/18 01/19/18	FINAL READ
FNRD18-1327 COMPLETED	CH20-009351-0000-02	KUNZ, DAVID 9351 CHESTERFIELD DR	01/16/18 01/16/18	FINAL READ
FNRD18-1328 COMPLETED	MI10-008011-0000-02	NEMECEK AND SWEENEY, LLC 8011 MILLER RD	01/17/18 01/18/18	FINAL READ
FNRD18-1329 COMPLETED	WO10-005351-0000-02	BRAYAN, ROBERT 5351 WORCHESTER DR	01/19/18 01/19/18	FINAL READ
FNRD18-1330 COMPLETED	SC20-005069-0000-04	BAKER, GREGORY 5069 SCHOOL ST	01/22/18 01/22/18	FINAL READ
FNRD18-1331 COMPLETED	MI10-005354-0000-06	CARLSON, CARL H 5354 MILLER RD	01/22/18 01/22/18	FINAL READ
FNRD18-1332 COMPLETED	IN10-008132-0000-03	JANET B HODGE REV TRUST 8132 INGALLS ST	01/25/18 01/25/18	FINAL READ
FNRD18-1333 COMPLETED	MI10-008215-0000-03	KUNZ, DAVID 8215 MILLER RD	01/26/18 01/26/18	FINAL READ
FNRD18-1334	GR10-005166-0000-01	DEES, VIRGINIA 5166 GREENLEAF DR	01/31/18	FINAL READ
GWO18-0451 COMPLETED	GR10-005246-0000-01	MONROE, NICHOLAS 5246 GREENLEAF DR	01/16/18 01/17/18	GENERIC WORK ORDE
GWO18-0452 COMPLETED	CA10-008378-0000-01	WOODBURY, BRIGITTE 8378 CAPPY LN	01/16/18 01/18/18	GENERIC WORK ORDE
GWO18-0453	CH20-008462-0000-01	CATON, LINDA	01/30/18	GENERIC WORK ORDE

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		8462 CHESTERFIELD DR	01/29/18	
MNT18-0271	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	01/11/18	BUILDING MAINTENA
MTRP17-0524	WI10-005378-0000-01	GONYEA, MARK 5378 WINSHALL DR	01/04/18 01/04/18	METER REPAIR
MTRP18-0525	WI10-005378-0000-01	GONYEA, MARK 5378 WINSHALL DR	01/05/18 01/05/18	METER REPAIR
MTRP18-0526	WO10-005216-0000-01	SEIBEL, JOHN 5216 WORCHESTER DR	01/05/18 01/05/18	METER REPAIR
MTRP18-0527	SE20-005311-0000-02	NICHOLS, DAWN 5311 SEYMOUR RD	01/09/18 01/09/18	METER REPAIR
MTRP18-0528	MP10-007233-0000-01	MOON, EDWIN 7233 MAPLECREST CIR	01/11/18 01/11/18	METER REPAIR
READ17-0569	FA10-005086-0000-02	BARRON, CONSTANCE 5086 FAIRCHILD ST	01/04/18 01/08/18	READ METER
READ18-0570	KR20-004276-0000-01	SPRINGVALE ASSISTED LIVING 4276 KROGER DR	01/04/18 01/04/18	READ METER
READ18-0571	SE10-005033-0000-01	THORPE, TREVOR 5033 SECOND ST	01/09/18 01/09/18	READ METER
READ18-0572	BR20-007095-0000-01	SCHAENZER, TOM 7095 BRISTOL RD	01/10/18 01/11/18	READ METER
READ18-0573	CH20-008506-0000-02	CAMPBELL, BRIAN D 8506 CHESTERFIELD DR	01/10/18 01/11/18	READ METER
READ18-0574	CO20-007453-0000-03	MARSH, MELISSA 7453 COUNTRY MEADOW DR	01/10/18 01/11/18	READ METER
READ18-0575	MI10-005368-0000-01	CARLSON, CARL 5368 MILLER RD	01/10/18 01/17/18	READ METER
READ18-0576	MO10-004141-0000-01	MEIJER 4141 MORRISH RD	01/24/18	READ METER
READ18-0577	MO10-004155-0000-01	MEIJER GAS STATION 4155 MORRISH RD	01/24/18	READ METER
READ18-0578	MI10-007084-SUMM-01	KROGER CO OF MI 7084 MILLER RD	01/24/18	READ METER
READ18-0579	MI10-009041-0000-01	MORGAN PROPERTIES 9041 MILLER RD	01/24/18	READ METER
READ18-0580	MI10-009061-0000-01	MORGAN INVESTMENTS 9061 MILLER RD	01/24/18	READ METER
SAMP18-0025	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	01/04/18 01/09/18	WATER SAMPLES
SETM18-0062	LI10-004288-0000-01	ALABABA PROPERTIES LLC 4288 LINDSEY DR	01/05/18 01/05/18	SET METER
SNOW18-0003	SC20-005122-0000-01	STERLING, JAMES 5122 SCHOOL ST	01/18/18 01/18/18	SNOW/ICE REMOVAL

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
SWR18-0062 COMPLETED	SC20-005069-0000-05	WAGNER, CAROLE 5069 SCHOOL ST	01/23/18 01/23/18	SEWER DRAIN PROBL
WMBK18-0081 COMPLETED	GR10-005246-0000-01	MONROE, NICHOLAS 5246 GREENLEAF DR	01/03/18 01/03/18	WATER MAIN BREAK
WMBK18-0082 COMPLETED	MI10-008197-0000-01	CRAPO SCHOOL 8197 MILLER RD	01/08/18 01/08/18	WATER MAIN BREAK
WOFF18-1899 COMPLETED	WI10-005182-0000-01	ALEXANDER, LINDA J 5182 WINSHALL DR	01/09/18 01/09/18	WATER TURN OFF
WOFF18-1900 CANCELLED	DU10-005213-0000-06	CASSETTY, HARRY & JULIE LAGU 5213 DURWOOD DR	01/30/18 01/30/18	WATER TURN OFF
WOFF18-1901 CANCELLED	CR10-008051-0000-09	CONGDON, WILLIAM 8051 CRAPO ST	01/30/18 01/30/18	WATER TURN OFF
WOFF18-1902 COMPLETED	BR20-007133-0000-12	HANNA, KAITLYN 7133 BRISTOL RD	01/30/18 01/30/18	WATER TURN OFF
WOFF18-1903 CANCELLED	FA10-005093-0000-10	CRANE, MICHAEL J 5093 FAIRCHILD ST	01/30/18 01/30/18	WATER TURN OFF
WOFF18-1904 COMPLETED	MO10-005044-0000-07	BLECK, HANNAH 5044 MORRISH RD	01/30/18 01/30/18	WATER TURN OFF
WOFF18-1905 COMPLETED	DO10-005304-0000-12	SHANDS, JACQUELINE 5304 DON SHENK DR	01/30/18 01/30/18	WATER TURN OFF
WPRESS18-000018 CANCELLED	AB10-007117-0000-02	BOYER, BARBARA 7117 ABBEY LN	01/17/18 01/17/18	WATER PRESSURE
WTON18-1160 COMPLETED	MI10-005376-0000-05	VPH PHARMACY 5376 MILLER RD	01/04/18 01/04/18	WATER TURN ON
WTON18-1161 COMPLETED	HE10-005155-0000-04	OEHM, L DANIELLE 5155 HELMSLEY DR	01/04/18 01/04/18	WATER TURN ON
WTON18-1162 COMPLETED	MO10-005200-0000-06	SMITH, LAWRENCE 5200 MORRISH RD	01/04/18 01/04/18	WATER TURN ON
WTON18-1163 COMPLETED	WO10-005339-0000-01	LLOYD, ALAN 5339 WORCHESTER DR	01/05/18 01/05/18	WATER TURN ON
WTON18-1165 COMPLETED	DO10-005256-0000-05	CITY OF SWARTZ CREEK 5256 DON SHENK DR	01/17/18 01/17/18	WATER TURN ON
WTON18-1166 COMPLETED	MI10-006033-0000-12	GRIWATSCH, MINDY 6033 MILLER RD	01/25/18 01/25/18	WATER TURN ON
WTON18-1167 COMPLETED	BR20-007133-0000-12	HANNA, KAITLYN 7133 BRISTOL RD	01/30/18 01/30/18	WATER TURN ON
WTON18-1168 COMPLETED	MO10-005044-0000-07	BLECK, HANNAH 5044 MORRISH RD	01/30/18 01/30/18	WATER TURN ON

Total Records: 82

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	

Report Options: Scheduled From: 1/1/2018 To: 1/31/2018

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# DPS ACTIVITY JANUARY 2018

	<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	27.04	3.46	1.00	0.13		
781.0 AMPHI-PARK						
782.0 WINSHALL PARK	17.00	12.27	2.40	2.00		
783.0 ELMS PARK	4.00	3.15	1.32	0.25		
784.0 BICENT. PARK						
790.0 SENIOR CENTER/LIBRARY	32.07	1.34				
793.0 CITY HALL	15.22	0.58				
794.0 COMM PROMO	50.04	4.90	0.25	0.25		
796.0 CEMETERY	3.00	0.33				
<b>202 MAJOR STREET FUND</b>						
429.0 SAFETY						
441.0 PARK & RIDE	3.00	0.11				
463.0 STREET MAIN	23.13	6.23	2.25	0.25		
474.0 TRAFFIC	1.01	0.11				
478.0 SNOW & ICE	94.00	28.02	7.53	6.95	20.50	17.00
482.0 ADMIN	8.06	3.12				
<b>203 LOCAL STREET FUND</b>						
429.0 SAFETY						
463.0 STREET MAIN	13.10	1.46				
474.0 TRAFFIC						
478.0 SNOW & ICE	143.00	45.36	9.60	12.77		13.50
482.0 ADMIN	8.06	3.12				
<b>226 GARBAGE FUND</b>						
528.0 COLLECT	1.00					
530.0 WOODCHIPPING						
782.0 WINSHALL PARK GARBAGE						
783.0 ELMS PARK GARBAGE	1.00					
793.0 CITY HALL	3.81	0.15				
<b>590 WATER</b>						
540.0 WATER SYSTEM	75.20	44.78	4.65	15.85	2.00	2.00
<b>540.0 WATER-ON CALL</b>						
542.0 READ & BILL	16.01	7.09	0.50	1.26		
793.0 CITY HALL	9.51	0.37				
<b>591 SEWER</b>						
536.0 SEWER SYSTEM	31.11	11.84	2.00	0.50		
<b>536.0 SEWER-ON CALL</b>						
537.0 LIFT STATION	5.03	2.23				
542.0 READ & BILL	16.01	7.09	0.50	1.26		
793.0 CITY HALL	9.51	0.37				
<b>661 MOTOR POOL FUND</b>						
795.0 CITY GARAGE	44.08	12.52	3.00	2.53		
<b>DAILY HOURS TOTAL</b>	<b>654.00</b>	<b>200.00</b>	<b>35.00</b>	<b>44.00</b>	<b>22.50</b>	<b>32.50</b>

DPS Equipment Rental  
 January 2018  
 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	5												
101.783 Elms Pk	3												
101.784 Bicentennial Pk													
101.790 Sen Ctr./Lib	4	26	6										
101.345 PS Bldg	12	16	12	2								1	
101.793 City Hall	2	27	5										
101.794 Comm Promo	14		9		13								
661.795 City Garage	5	4	6										
101.796 City Cem	2												
202.463 Maint. Major	17		7						7			2	
202.474 Traffic-Major	5		1										
202.478 Snow/Ice-Maj	14	31		1	1					37		48.5	
202.482 Major-Admin	2		8										
203.463 Maint-Local	12		10									6	
203.474 Traffic-Local													
203.478 Snow/Ice-Local	38	42						6		45		39	
203.482 Local-Admin	2		7										
226.528 Waste Collect													
226.530 Woodchipping													
590.540 Water System	54		34					5		2			
590.542 Water-Read/Bill	23.5		0.5										
591.536 Sewer System	7		18										
591.537 Sewer Lift Stat			6										
226.782 Winshall Pk Gbg													
226.783 Elms Pk Gbg													
591.542 Sewer Read/Bill	23.5		0.5										
<b>Total</b>	<b>245</b>	<b>146</b>	<b>130</b>	<b>3</b>	<b>1</b>	<b>13</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>91</b>	<b>0</b>	<b>96.5</b>	<b>0</b>

DPS Equipment Rental  
 January 2018  
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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 Pajtas Amphi													
101.782 Winshall Pk													
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	1												
101.796 City Cem													
202.463 Maint. Major	2					13							
202.474 Traffic-Major													
202.478 Snow/Ice-Maj	2												
202.482 Major-Admin													
203.463 Maint-Local						10							
203.474 Traffic-Local													
203.478 Snow/Ice-Local	28												
203.482 Local-Admin													
226.528 Wast Collect													
226.530 Woodchipping													
590.540 Water System	4												
590.542 Water-Read/Bill													
591.536 Sewer System													
591.537 Sewer Lift Stat													
<b>Total</b>	<b>0</b>	<b>37</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

January 2018	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
5-16 2WD gas	875.0		73.0		
#7-15 4WD gas	758.0		114.5		
#3-08 P/U 4WD gas	464.0		31.0		
09-03 P/U 4WD diesel	512.0				63.0
#2-08 P/U 4WD gas	191.0		41.5		
#6-00 JCB BACKHOE diesel					
#11 DUMP gas	41.0		18.0		
#12-02 DUMP diesel	657.0				173.0
#12-04 DUMP diesel	799.0				208.0
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					34.0
#19 JD TRACTOR diesel					
#06-99 BUCKET TRUCK gas	44.0		10.0		
#21 WOOD CHIPPER diesel					
#807 STREET SWEEPER diesel					
#42 ASPHALT HEATER diesel					
#37 TRAIL ARROW					
#10-15 GEN Gas					
<b>TOTAL</b>	<b>4341.0</b>		<b>288.0</b>		<b>478.0</b>

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK  
PERIOD ENDING 01/31/2018

GL NUMBER	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund					
000.000 - General	2,157,936.00	2,157,936.00	1,831,845.19	326,090.81	84.89
215.000 - Administration and Clerk	165.00	165.00	37.90	127.10	22.97
253.000 - Treasurer	980.00	980.00	760.00	220.00	77.55
301.000 - Police Dept	5,400.00	5,400.00	46,973.57	(41,573.57)	869.88
345.000 - PUBLIC SAFETY BUILDING	24,200.00	24,200.00	10,856.16	13,343.84	44.86
410.000 - Building & Zoning & Planning	41,120.00	41,120.00	47,197.58	(6,077.58)	114.78
410.025 - 2017 CDBG 5157 Morrish Demo	0.00	12,000.00	0.00	12,000.00	0.00
448.000 - Lighting	8,921.52	8,921.52	4,504.22	4,417.30	50.49
782.000 - Facilities - Winshall Park	140.00	140.00	160.00	(20.00)	114.29
783.000 - Facilities - Elms Rd Park	28,552.25	28,552.25	2,440.00	26,112.25	8.55
783.016 - Elms Park Brm-Trail Reno RP15-0	45,000.00	45,000.00	26,869.87	18,130.13	59.71
790.000 - Facilities-Senior Center/Libr	7,900.00	7,900.00	4,541.04	3,358.96	57.48
790.012 - 2014 CDBG Senior Center Operat	1,724.00	1,724.00	0.00	1,724.00	0.00
797.000 - Facilities - City Parking Lots	115,000.00	115,000.00	115,000.00	0.00	100.00
TOTAL REVENUES	2,437,038.77	2,449,038.77	2,091,185.53	357,853.24	
000.000 - General	1,500.00	1,500.00	0.00	1,500.00	0.00
101.000 - Council	17,444.34	17,444.34	11,647.68	5,796.66	66.77
172.000 - Executive	109,122.71	109,122.71	53,784.52	55,338.19	49.29
201.000 - Finance,Budgeting,Accounting	41,961.15	41,961.15	29,919.72	12,041.43	71.30
215.000 - Administration and Clerk	23,369.31	23,369.31	14,172.28	9,197.03	60.64
228.000 - Information Technology	12,850.00	12,850.00	12,403.27	446.73	96.52

GL NUMBER	2017-18	2017-18	YTD BALANCE 01/31/2018	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	AMENDED BUDGET			
247.000 - Board of Review	3,665.00	3,665.00	201.82	3,463.18	5.51
253.000 - Treasurer	41,933.86	41,933.86	22,753.16	19,180.70	54.26
257.000 - Assessor	67,412.15	76,412.15	21,736.50	54,675.65	28.45
262.000 - Elections	35,435.69	35,435.69	7,649.62	27,786.07	21.59
266.000 - Legal Council	20,000.00	20,000.00	8,416.00	11,584.00	42.08
301.000 - Police Dept	0.00	665,914.00	665,914.00	0.00	100.00
301.851 - Retiree Employer Health Care PS	26,750.00	26,750.00	12,756.79	13,993.21	47.69
334.000 - Metro Police Authority	1,005,000.00	1,005,000.00	455,636.00	549,364.00	45.34
336.000 - Fire Department	156,530.00	156,530.00	129,216.70	27,313.30	82.55
345.000 - PUBLIC SAFETY BUILDING	54,707.15	54,707.15	33,118.18	21,588.97	60.54
410.000 - Building & Zoning & Planning	72,496.81	72,496.81	46,148.45	26,348.36	63.66
410.025 - 2017 CDBG 5157 Morrish Demo	0.00	12,925.00	11,295.00	1,630.00	87.39
448.000 - Lighting	160,000.00	160,000.00	102,400.60	57,599.40	64.00
463.000 - Routine Maint - Streets	0.00	21,917.10	21,917.10	0.00	100.00
728.000 - Economic Development	0.00	0.00	9,407.63	(9,407.63)	100.00
780.000 - Parks & Recreation	5,500.00	5,500.00	3,674.55	1,825.45	66.81
781.000 - Facilities - Pajtas Amphitheat	1,876.45	1,876.45	806.24	1,070.21	42.97
782.000 - Facilities - Winshall Park	36,256.52	36,256.52	13,194.52	23,062.00	36.39
783.000 - Facilities - Elms Rd Park	60,324.31	81,274.31	63,070.88	18,203.43	77.60
783.016 - Elms Park Brm-Trail Reno RP15-0	55,622.57	55,622.57	24,645.00	30,977.57	44.31
784.000 - Facilities - Bicentennial Park	6,264.40	6,264.40	274.31	5,990.09	4.38
787.000 - Veterans Memorial Park	3,691.00	3,691.00	1,725.39	1,965.61	46.75
790.000 - Facilities-Senior Center/Libr	36,410.58	36,410.58	20,222.27	16,188.31	55.54
790.012 - 2014 CDBG Senior Center Operat	1,724.00	1,724.00	0.00	1,724.00	0.00

GL NUMBER	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	AVAILABLE BALANCE	% BDGT USED
793.000 - Facilities - New City Hall	27,084.35	27,084.35	9,273.07	17,811.28	34.24
794.000 - Community Promotions Program	25,469.60	25,469.60	19,160.75	6,308.85	75.23
796.000 - Facilities - Cemetary	6,930.82	6,930.82	1,634.92	5,295.90	23.59
797.000 - Facilities - City Parking Lots	101,856.00	101,856.00	2,692.83	99,163.17	2.64
851.000 - Retired Employee Health Care	38,000.00	38,000.00	9,605.62	28,394.38	25.28
852.000 - Insurance Claims Assessmernt (T	150.00	150.00	63.80	86.20	42.53
965.000 - Transfers Out	123,655.00	123,655.00	93,655.00	30,000.00	75.74
<b>TOTAL EXPENDITURES</b>	<b>2,380,993.77</b>	<b>3,111,699.87</b>	<b>1,934,194.17</b>	<b>1,177,505.70</b>	
<b>Fund 101 - General Fund:</b>					
TOTAL REVENUES	2,437,038.77	2,449,038.77	2,091,185.53	357,853.24	85.39
TOTAL EXPENDITURES	2,380,993.77	3,111,699.87	1,934,194.17	1,177,505.70	62.16
NET OF REVENUES & EXPENDITURES	56,045.00	(662,661.10)	156,991.36	(819,652.46)	
<b>Fund 202 - Major Street Fund</b>					
000.000 - General	400,200.00	400,200.00	179,763.93	220,436.07	44.92
441.000 - Miller Rd Park & Ride	5,000.00	5,000.00	3,674.74	1,325.26	73.49
449.500 - Right of Way - General	0.00	0.00	1,050.00	(1,050.00)	100.00
478.000 - Snow & Ice Removal	5,000.00	5,000.00	240.30	4,759.70	4.81
<b>TOTAL REVENUES</b>	<b>410,200.00</b>	<b>410,200.00</b>	<b>184,728.97</b>	<b>225,471.03</b>	
228.000 - Information Technology	575.00	575.00	761.61	(186.61)	132.45
429.000 - Occupational Safety	43.06	43.06	0.00	43.06	0.00
441.000 - Miller Rd Park & Ride	5,256.20	5,256.20	2,915.42	2,340.78	55.47
449.500 - Right of Way - General	10,000.00	10,000.00	4,458.71	5,541.29	44.59
449.501 - Right of Way - Storms	200.00	200.00	0.00	200.00	0.00
453.103 - Miller Rd - Morrish Rd to Elms Rd	0.00	0.00	708.93	(708.93)	100.00
463.000 - Routine Maint - Streets	366,178.90	365,021.09	354,977.24	10,043.85	97.25

GL NUMBER	2017-18	2017-18	YTD BALANCE 01/31/2018	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	AMENDED BUDGET			
463.104 - Winston Drive Reconstruction	168,837.00	168,837.00	116,852.32	51,984.68	69.21
473.000 - Routine Maint - Bridges	495.00	495.00	369.00	126.00	74.55
474.000 - Traffic Services	19,130.00	27,640.38	26,553.12	1,087.26	96.07
478.000 - Snow & Ice Removal	58,569.40	58,569.40	28,502.33	30,067.07	48.66
482.000 - Administrative	18,241.00	18,241.00	9,449.50	8,791.50	51.80
538.500 - Intercommunity storm drains	10,000.00	10,000.00	1,734.92	8,265.08	17.35
786.000 - Non-Motorized Trailway	3,000.00	3,000.00	0.00	3,000.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>660,525.56</b>	<b>667,878.13</b>	<b>547,283.10</b>	<b>120,595.03</b>	
<b>Fund 202 - Major Street Fund:</b>					
TOTAL REVENUES	410,200.00	410,200.00	184,728.97	225,471.03	45.03
TOTAL EXPENDITURES	660,525.56	667,878.13	547,283.10	120,595.03	81.94
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(250,325.56)</b>	<b>(257,678.13)</b>	<b>(362,554.13)</b>	104,876.00	
<b>Fund 203 - Local Street Fund</b>					
000.000 - General	125,020.00	125,020.00	55,189.22	69,830.78	44.14
449.000 - Right of Way Telecomm	15,000.00	15,000.00	0.00	15,000.00	0.00
449.500 - Right of Way - General	0.00	0.00	1,050.00	(1,050.00)	100.00
463.000 - Routine Maint - Streets	0.00	0.00	441.42	(441.42)	100.00
478.000 - Snow & Ice Removal	2,200.00	2,200.00	240.30	1,959.70	10.92
931.000 - Transfers IN	394,850.00	394,850.00	845,000.00	(450,150.00)	214.01
<b>TOTAL REVENUES</b>	<b>537,070.00</b>	<b>537,070.00</b>	<b>901,920.94</b>	<b>(364,850.94)</b>	
228.000 - Information Technology	575.00	575.00	761.61	(186.61)	132.45
449.000 - Right of Way Telecomm	3,500.00	3,500.00	0.00	3,500.00	0.00
449.500 - Right of Way - General	4,675.00	4,675.00	8,191.29	(3,516.29)	175.21
449.501 - Right of Way - Storms	1,500.00	1,500.00	0.00	1,500.00	0.00
463.000 - Routine Maint - Streets	491,184.19	500,118.94	294,308.90	205,810.04	58.85
463.103 - Worchester/Chesterfield Reconsi	1,536,996.02	1,536,996.02	1,203,973.46	333,022.56	78.33

GL NUMBER	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	AVAILABLE BALANCE	% BDGT USED
463.105 - Daval Reconstruction	97,797.60	97,797.60	1,206.00	96,591.60	1.23
474.000 - Traffic Services	12,130.00	12,130.00	5,120.97	7,009.03	42.22
478.000 - Snow & Ice Removal	50,275.20	50,375.20	29,093.13	21,282.07	57.75
482.000 - Administrative	18,003.00	18,059.00	17,189.69	869.31	95.19
538.500 - Intercommunity storm drains	6,500.00	6,344.00	1,734.92	4,609.08	27.35
<b>TOTAL EXPENDITURES</b>	<b>2,223,136.01</b>	<b>2,232,070.76</b>	<b>1,561,579.97</b>	<b>670,490.79</b>	
<b>Fund 203 - Local Street Fund:</b>					
TOTAL REVENUES	537,070.00	537,070.00	901,920.94	(364,850.94)	167.93
TOTAL EXPENDITURES	2,223,136.01	2,232,070.76	1,561,579.97	670,490.79	69.96
NET OF REVENUES & EXPENDITURES	(1,686,066.01)	(1,695,000.76)	(659,659.03)	(1,035,341.73)	
<b>Fund 204 - MUNICIPAL STREET FUND</b>					
000.000 - General	610,535.00	610,535.00	592,960.16	17,574.84	97.12
<b>TOTAL REVENUES</b>	<b>610,535.00</b>	<b>610,535.00</b>	<b>592,960.16</b>	<b>17,574.84</b>	
905.000 - Debt Service	165,666.66	165,666.66	15,362.91	150,303.75	9.27
965.000 - Transfers Out	394,850.00	394,850.00	845,000.00	(450,150.00)	214.01
<b>TOTAL EXPENDITURES</b>	<b>560,516.66</b>	<b>560,516.66</b>	<b>860,362.91</b>	<b>(299,846.25)</b>	
<b>Fund 204 - MUNICIPAL STREET FUND:</b>					
TOTAL REVENUES	610,535.00	610,535.00	592,960.16	17,574.84	97.12
TOTAL EXPENDITURES	560,516.66	560,516.66	860,362.91	(299,846.25)	153.49
NET OF REVENUES & EXPENDITURES	50,018.34	50,018.34	(267,402.75)	317,421.09	
<b>Fund 226 - Garbage Fund</b>					
000.000 - General	374,771.00	374,771.00	365,175.22	9,595.78	97.44
<b>TOTAL REVENUES</b>	<b>374,771.00</b>	<b>374,771.00</b>	<b>365,175.22</b>	<b>9,595.78</b>	
000.000 - General	10,865.50	10,865.50	9,365.50	1,500.00	86.19
101.000 - Council	6,176.87	6,176.87	2,088.54	4,088.33	33.81
172.000 - Executive	9,354.66	9,354.66	4,631.90	4,722.76	49.51
201.000 - Finance,Budgeting,Accounting	6,106.00	6,106.00	5,000.79	1,105.21	81.90

GL NUMBER	2017-18	2017-18	YTD BALANCE 01/31/2018	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	AMENDED BUDGET			
215.000 - Administration and Clerk	4,492.15	4,492.15	2,113.44	2,378.71	47.05
228.000 - Information Technology	1,500.00	1,500.00	1,431.18	68.82	95.41
253.000 - Treasurer	8,040.29	8,040.29	4,287.08	3,753.21	53.32
257.000 - Assessor	3,000.00	3,000.00	0.00	3,000.00	0.00
528.000 - Sanitation Collection	287,719.20	287,559.55	139,831.46	147,728.09	48.63
529.000 - Hazardous Waste Pickup	360.00	360.00	0.00	360.00	0.00
530.000 - Wood Chipping	44,107.38	41,663.14	20,441.21	21,221.93	49.06
782.000 - Facilities - Winshall Park	3,153.60	4,593.56	3,761.26	832.30	81.88
783.000 - Facilities - Elms Rd Park	4,443.20	5,622.13	4,276.08	1,346.05	76.06
793.000 - Facilities - New City Hall	4,251.25	4,236.25	2,077.20	2,159.05	49.03
<b>TOTAL EXPENDITURES</b>	<b>393,570.10</b>	<b>393,570.10</b>	<b>199,305.64</b>	<b>194,264.46</b>	
<b>Fund 226 - Garbage Fund:</b>					
TOTAL REVENUES	374,771.00	374,771.00	365,175.22	9,595.78	97.44
TOTAL EXPENDITURES	393,570.10	393,570.10	199,305.64	194,264.46	50.64
NET OF REVENUES & EXPENDITURES	(18,799.10)	(18,799.10)	165,869.58	(184,668.68)	
<b>Fund 248 - Downtown Development Fund</b>					
000.000 - General	61,050.00	61,050.00	58,683.14	2,366.86	96.12
728.004 - Family Movie Night	1,000.00	1,000.00	1,000.00	0.00	100.00
<b>TOTAL REVENUES</b>	<b>62,050.00</b>	<b>62,050.00</b>	<b>59,683.14</b>	<b>2,366.86</b>	
173.000 - DDA Administration	3,670.00	3,670.00	16.84	3,653.16	0.46
728.000 - Economic Development	15,000.00	15,000.00	11,274.83	3,725.17	75.17
728.002 - Streetscape	90,000.00	90,000.00	1,159.45	88,840.55	1.29
728.003 - Facade Program	10,000.00	10,000.00	0.00	10,000.00	0.00
728.004 - Family Movie Night	3,900.00	3,900.00	2,332.68	1,567.32	59.81
<b>TOTAL EXPENDITURES</b>	<b>122,570.00</b>	<b>122,570.00</b>	<b>14,783.80</b>	<b>107,786.20</b>	

Fund 248 - Downtown Development Fund:

GL NUMBER	2017-18	2017-18	YTD BALANCE 01/31/2018	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	AMENDED BUDGET			
TOTAL REVENUES	62,050.00	62,050.00	59,683.14	2,366.86	96.19
TOTAL EXPENDITURES	122,570.00	122,570.00	14,783.80	107,786.20	12.06
NET OF REVENUES & EXPENDITURES	(60,520.00)	(60,520.00)	44,899.34	(105,419.34)	
Fund 590 - Water Supply Fund					
000.000 - General	1,100.00	1,100.00	3,196.66	(2,096.66)	290.61
540.000 - Water System	2,149,590.00	2,149,590.00	1,038,131.34	1,111,458.66	48.29
TOTAL REVENUES	2,150,690.00	2,150,690.00	1,041,328.00	1,109,362.00	
000.000 - General	35,403.57	35,403.57	23,413.75	11,989.82	66.13
101.000 - Council	9,106.87	9,106.87	5,298.67	3,808.20	58.18
172.000 - Executive	40,705.19	40,705.19	17,030.86	23,674.33	41.84
201.000 - Finance,Budgeting,Accounting	19,243.00	19,243.00	14,643.03	4,599.97	76.10
215.000 - Aministratation and Clerk	15,169.87	15,169.87	7,830.02	7,339.85	51.62
228.000 - Information Technology	5,590.00	5,590.00	3,529.93	2,060.07	63.15
253.000 - Treasurer	29,737.57	29,737.57	16,284.31	13,453.26	54.76
540.000 - Water System	2,372,407.74	2,383,852.74	1,396,577.64	987,275.10	58.58
542.000 - Read and Bill	59,602.40	58,428.40	25,616.42	32,811.98	43.84
793.000 - Facilities - New City Hall	10,252.93	10,252.93	5,210.13	5,042.80	50.82
850.000 - Other Functions	12,000.00	12,000.00	0.00	12,000.00	0.00
905.000 - Debt Service	49,484.84	49,484.84	4,588.91	44,895.93	9.27
TOTAL EXPENDITURES	2,658,703.98	2,668,974.98	1,520,023.67	1,148,951.31	
Fund 590 - Water Supply Fund:					
TOTAL REVENUES	2,150,690.00	2,150,690.00	1,041,328.00	1,109,362.00	48.42
TOTAL EXPENDITURES	2,658,703.98	2,668,974.98	1,520,023.67	1,148,951.31	56.95
NET OF REVENUES & EXPENDITURES	(508,013.98)	(518,284.98)	(478,695.67)	(39,589.31)	
Fund 591 - Sanitary Sewer Fund					
000.000 - General	1,080.00	1,080.00	2,143.52	(1,063.52)	198.47
536.000 - Sewer System	1,290,040.00	1,290,040.00	612,926.25	677,113.75	47.51

GL NUMBER	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	AVAILABLE BALANCE	% BDGT USED
TOTAL REVENUES	1,291,120.00	1,291,120.00	615,069.77	676,050.23	
000.000 - General	24,913.75	24,913.75	23,413.75	1,500.00	93.98
101.000 - Council	9,206.87	9,206.87	5,298.84	3,908.03	57.55
172.000 - Executive	33,513.99	33,513.99	17,052.87	16,461.12	50.88
201.000 - Finance,Budgeting,Accounting	19,198.00	19,198.00	14,642.58	4,555.42	76.27
215.000 - Aministration and Clerk	15,056.87	15,056.87	7,829.91	7,226.96	52.00
228.000 - Information Technology	5,590.00	5,590.00	3,529.92	2,060.08	63.15
253.000 - Treasurer	29,608.57	29,608.57	16,309.21	13,299.36	55.08
536.000 - Sewer System	957,820.70	968,091.70	347,735.26	620,356.44	35.92
537.000 - Sewer Lift Stations	23,053.60	23,053.60	8,604.58	14,449.02	37.32
542.000 - Read and Bill	62,439.04	62,439.04	30,803.88	31,635.16	49.33
543.401 - Flush & TV Sewers	30,904.00	30,904.00	0.00	30,904.00	0.00
543.407 - Sewer Rehab Phase 7	179,958.00	179,958.00	0.00	179,958.00	0.00
793.000 - Facilities - New City Hall	10,742.93	10,742.93	5,154.76	5,588.17	47.98
850.000 - Other Functions	10,000.00	10,000.00	0.00	10,000.00	0.00
TOTAL EXPENDITURES	1,412,006.32	1,422,277.32	480,375.56	941,901.76	
Fund 591 - Sanitary Sewer Fund:					
TOTAL REVENUES	1,291,120.00	1,291,120.00	615,069.77	676,050.23	47.64
TOTAL EXPENDITURES	1,412,006.32	1,422,277.32	480,375.56	941,901.76	33.78
NET OF REVENUES & EXPENDITURES	(120,886.32)	(131,157.32)	134,694.21	(265,851.53)	
Fund 661 - Motor Pool Fund					
000.000 - General	160,270.00	160,270.00	98,576.89	61,693.11	61.51
TOTAL REVENUES	160,270.00	160,270.00	98,576.89	61,693.11	
172.000 - Executive	13,606.00	13,606.00	10,856.00	2,750.00	79.79
201.000 - Finance,Budgeting,Accounting	7,591.00	7,591.00	4,253.92	3,337.08	56.04
228.000 - Information Technology	450.00	450.00	494.91	(44.91)	109.98

GL NUMBER	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	AVAILABLE BALANCE	% BDGT USED
795.000 - Facilities - City Garage	178,335.20	199,229.70	70,868.13	128,361.57	35.57
<b>TOTAL EXPENDITURES</b>	<b>199,982.20</b>	<b>220,876.70</b>	<b>86,472.96</b>	<b>134,403.74</b>	
<b>Fund 661 - Motor Pool Fund:</b>					
TOTAL REVENUES	160,270.00	160,270.00	98,576.89	61,693.11	61.51
TOTAL EXPENDITURES	199,982.20	220,876.70	86,472.96	134,403.74	39.15
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(39,712.20)</b>	<b>(60,606.70)</b>	<b>12,103.93</b>	<b>(72,710.63)</b>	
<b>Fund 865 - Sidewalks</b>					
478.000 - Snow & Ice Removal	1,820.00	1,820.00	1,485.00	335.00	81.59
<b>TOTAL REVENUES</b>	<b>1,820.00</b>	<b>1,820.00</b>	<b>1,485.00</b>	<b>335.00</b>	
478.000 - Snow & Ice Removal	3,200.00	3,200.00	1,755.00	1,445.00	54.84
<b>TOTAL EXPENDITURES</b>	<b>3,200.00</b>	<b>3,200.00</b>	<b>1,755.00</b>	<b>1,445.00</b>	
<b>Fund 865 - Sidewalks:</b>					
TOTAL REVENUES	1,820.00	1,820.00	1,485.00	335.00	81.59
TOTAL EXPENDITURES	3,200.00	3,200.00	1,755.00	1,445.00	54.84
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(1,380.00)</b>	<b>(1,380.00)</b>	<b>(270.00)</b>	<b>(1,110.00)</b>	
<b>Fund 866 - Weed Fund</b>					
000.000 - General	7,800.00	7,800.00	1,350.00	6,450.00	17.31
<b>TOTAL REVENUES</b>	<b>7,800.00</b>	<b>7,800.00</b>	<b>1,350.00</b>	<b>6,450.00</b>	
000.000 - General	1,840.00	1,840.00	220.00	1,620.00	11.96
<b>TOTAL EXPENDITURES</b>	<b>1,840.00</b>	<b>1,840.00</b>	<b>220.00</b>	<b>1,620.00</b>	
<b>Fund 866 - Weed Fund:</b>					
TOTAL REVENUES	7,800.00	7,800.00	1,350.00	6,450.00	17.31
TOTAL EXPENDITURES	1,840.00	1,840.00	220.00	1,620.00	11.96
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>5,960.00</b>	<b>5,960.00</b>	<b>1,130.00</b>	<b>4,830.00</b>	

# City of Swartz Creek

## Building Permit List

2018

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
<b>Building</b>							
PB1800001	01/22/18	Bedrock Building, Inc.	(810) 691 0808	58-02-503-004	\$38,000	\$349.00 5256 DON SHENK DR	48473-Res Add/Alter/Repair
<b>Total:</b>		<b>1 Permits</b>	<b>Value: \$38,000</b>		<b>Fee Total: \$349.00</b>		Total Number of Dwelling Units 0
<b>Electrical</b>							
PE1800001	01/04/18	LJ Electric LLC	(810) 644 7769	58-30-651-107	\$0	\$340.00 3329 HERITAGE BLVD	48473-Electrical
PE1800002	01/23/18	Archer Sign Company	(248) 481 8403	58-36-576-015	\$0	\$214.00 7030 MILLER RD	484731Electrical
PE1800003	01/08/18	Mister Sparky	(810) 225 3192	58-36-651-022	\$0	\$140.00 7465 COUNTRY MEADOWS	48473-Electrical
<b>Total:</b>		<b>3 Permits</b>	<b>Value: \$0</b>		<b>Fee Total: \$694.00</b>		Total Number of Dwelling Units 0
<b>Mechanical</b>							
PM180001	01/04/18	LJ Electric LLC	(810) 644 7769	58-30-651-107	\$0	\$340.00 3329 HERITAGE BLVD	48473-Mechanical
PM180002	01/04/18	Adkisson & Sons Htg & Clg Inc	(810) 695 9300	58-02-503-058	\$0	\$160.00 5169 DON SHENK DR	48473-Mechanical
PM180003	01/04/18	Staley's Plbg & Htg, Inc.	(810) 659 5572	58-36-676-068	\$0	\$330.00 4278 LINDSEY DR	48473 Mechanical
PM180004	01/23/18	Adkisson & Sons Htg & Clg Inc	(810) 695 9300	58-03-626-050	\$0	\$135.00 9081 LUEA LN	48473-Mechanical
PM180005	01/23/18	Goyette Mechanical	(810) 742 8530	58-03-533-061	\$0	\$160.00 5246 GREENLEAF DR	48473-Mechanical
PM180006	01/29/18	Goyette Mechanical	(810) 742 8530	58-03-531-096	\$0	\$160.00 9189 OAKVIEW DR	48473-Mechanical
PM180007	01/31/18	Holland Heating & Cooling	(810) 653 4328	58-35-776-031	\$0	\$190.00 31 BROOKFIELD	48473-Mechanical
<b>Total:</b>		<b>7 Permits</b>	<b>Value: \$0</b>		<b>Fee Total: \$1,475.00</b>		Total Number of Dwelling Units 0

# City of Swartz Creek Building Permit List 2018

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
<b>Right of Way</b>							
PROW-0047	01/17/18	CONSUMERS ENERGY COM		58-02-501-007	\$0	\$100.00	5141 DAVAL DR 48473-Right of way
PROW-0061	01/29/18	CONSUMERS ENERGY		58-35-576-024	\$0	\$100.00	8110 MILLER RD 48473-Right of way
<b>Total:</b>		<b>2 Permits</b>	<b>Value: \$0</b>		<b>Fee Total: \$200.00</b>		Total Number of Dwelling Units 0

<b>Zoning</b>							
PZ17-0028	01/08/18	LaMacchia Group, LLC	(414) 223 4400	58-36-100-015	\$0	\$25.00	4131 MORRISH RD 48473-Sign
PZ18-0001	01/23/18	Archer Sign Company	(248) 481 8403	58-36-576-015	\$0	\$173.00	7030 MILLER RD 484731Sign
<b>Total:</b>		<b>2 Permits</b>	<b>Value: \$0</b>		<b>Fee Total: \$198.00</b>		Total Number of Dwelling Units 0

**Permit Total: 15                      Value: \$38,000                      Fee Total: \$2,916.00**

Permit.DateIssued Between 1/1/2018 12:00:00 AM AND 1/31/2018 11:59:59 PM

# Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
8231 MILLER RD	58-02-526-031	Follow Up	01/02/2018	01/02/2018	Complied
3329 HERITAGE BLVD	58-30-651-107	Service	01/02/2018	01/02/2018	Approved
7030 MILLER RD	58-36-576-015	Final	01/02/2018	01/02/2018	Approved
4494 MORRISH RD	58-35-576-054	Rough	01/03/2018	01/03/2018	Approved
7030 MILLER RD	58-36-576-015	Final	01/04/2018	01/04/2018	Partially Approv
8408 MILLER RD	58-35-551-003	Follow Up	01/04/2018	01/04/2018	Complied
7030 MILLER RD	58-36-576-015	Final	01/04/2018	01/04/2018	Approved
4369 ROUNDHOUSE RD	58-36-300-029	Follow Up	01/08/2018	01/08/2018	Complied
7205 LINDSEY DR	58-36-676-046	Final	01/09/2018	01/09/2018	Approved
4282 LINDSEY DR	58-36-676-067	Rough-Basement	01/09/2018	01/09/2018	Approved
8138 MILLER RD	58-35-576-057	Final	01/09/2018	01/09/2018	Approved
5364 WORCHESTER DR	58-03-578-002	Follow Up	01/09/2018	01/09/2018	Complied
8048 MILLER RD 1	58-35-576-039	Follow Up	01/09/2018	01/09/2018	Complied
5226 SEYMOUR RD	58-03-531-069	Final	01/11/2018	01/11/2018	Approved
5242 SEYMOUR RD	58-03-531-067	Status	01/15/2018	01/15/2018	Complied
4494 MORRISH RD	58-35-576-054	Insulation	01/15/2018	01/15/2018	Partially Approv
5927 CROSSCREEK DR	58-36-651-209	Final	01/16/2018	01/16/2018	Approved
5027 SECOND ST	58-01-502-022	Initial	01/16/2018	01/16/2018	Violation(s)
5111 FAIRCHILD ST	58-02-526-074	Initial	01/16/2018	01/17/2018	Violation(s)
7442 GROVE ST	58-01-502-108	Follow Up	01/17/2018	01/17/2018	Complied
5248 DURWOOD DR	58-03-533-134	Open Roof	01/17/2018	01/17/2018	Approved
3329 HERITAGE BLVD	58-30-651-107	Rough	01/18/2018	01/18/2018	Approved
3329 HERITAGE BLVD	58-30-651-107	Rough	01/18/2018	01/18/2018	Approved
3329 HERITAGE BLVD	58-30-651-107	Rough	01/22/2018	01/22/2018	Approved
3329 HERITAGE BLVD	58-30-651-107	basement floor	01/22/2018	01/23/2018	Approved
5208 DURWOOD DR	58-03-533-139	Ordinance	01/23/2018	01/23/2018	Locked Out
8433 CAPPY LN	58-02-503-053	Ordinance	01/23/2018	01/23/2018	Locked Out
5169 DON SHENK DR	58-02-503-058	Final	01/23/2018	01/23/2018	Approved
7251 LINDSEY DR	58-36-676-039	Insulation	01/23/2018	01/23/2018	Approved
4062 MORRISH RD	58-35-200-005	Initial	01/23/2018	01/23/2018	Locked Out
3329 HERITAGE BLVD	58-30-651-107	Rough	01/24/2018	01/24/2018	Approved
4206 BIRCH LN	58-36-529-030	Final	01/25/2018	01/25/2018	Approved
3329 HERITAGE BLVD	58-30-651-107	Insulation	01/25/2018	01/25/2018	Approved
5278 DON SHENK DR	58-02-503-001	Follow Up	01/30/2018	01/30/2018	Complied
4282 LINDSEY DR	58-36-676-067	Rough-Basement	01/31/2018	01/31/2018	Approved

# Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
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**Inspections: 35**

Population: All Records

Inspection.DateTimeScheduled Between 1/1/2018 12:00:00 AM AND 1/31/2018 11:59:59 PM

# Certificates With Inspections

02/05/2018

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR150073	5278 DON SHENK DR	12/02/2015		01/30/2018	01/30/2018	01/30/2020	Certified
Follow Up	MATT	Matt Hart	Completed	Complied			
Initial	JKEY	Matt Hart	Completed	Violation(s)			
CR150094	8231 MILLER RD	12/21/2015		01/02/2018	01/02/2018	01/02/2020	Certified
Follow Up	MATT	Matt Hart	Completed	Complied			
Initial	JKEY	Matt Hart	Completed	Violation(s)			
CR150097	4369 ROUNDHOUSE RD	12/23/2015		01/08/2018	01/08/2018	01/08/2020	Certified
Follow Up	MATT	Matt Hart	Completed	Complied			
Follow Up	MATT	Matt Hart	Completed	Partially Complied			
Follow Up	MATT	Matt Hart	Completed	No Change			
Follow Up	MATT	Matt Hart	Completed	Partially Complied			
Initial	ANichols	Matt Hart	Completed	Violation(s)			
CR150100	8048 MILLER RD 1	12/28/2015		01/09/2018	01/09/2018	01/09/2020	Certified
Follow Up	JKEY	Matt Hart	Completed	Complied			
Follow Up	KBROWN	Matt Hart	Canceled	Canceled			
Initial	JKEY	Matt Hart	Completed	Violation(s)			
CR160050	8408 MILLER RD	04/07/2016	04/07/2016	01/04/2018	01/04/2018	01/04/2020	Certified
Follow Up	MATT	Matt Hart	Completed	Complied			
Follow Up	JKEY	Matt Hart	Completed	Locked Out			
Initial	JKEY	Matt Hart	Completed	Violation(s)			
CR160083	7442 GROVE ST	11/17/2016	11/17/2016	01/17/2018	01/17/2018	01/17/2020	Certified
Follow Up	MATT	Matt Hart	Completed	Complied			
Initial	JKEY	Matt Hart	Completed	Violation(s)			
CR160134	5364 WORCHESTER DR	11/18/2016	11/18/2016	01/09/2018	01/09/2018	01/09/2020	Certified
Follow Up	MATT	Matt Hart	Completed	Complied			
Initial	JKEY	Matt Hart	Completed	Violation(s)			

# Certificates With Inspections

02/05/2018

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
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Certificate.DateIssued Between 1/1/2018 12:00:00 AM  
AND 1/31/2018 11:59:59 PM

# City of Swartz Creek

## Project Report – City Council



**February 26, 2018**

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*ROWE Professional Services Company provides the following report that summarizes the status of the projects where we are assisting with. Representatives of ROWE attend the Council meetings pro bono to provide engineering assistance if needed and to keep up with issues with the City.*

### **Active projects status reports:**

#### **1. 2018 Daval Drive Reconstruction (Winshall to Chesterfield):**

A preconstruction meeting was held with the contractor, Glaeser Dawes and Consumers Energy (CE) on 2/7/18. CE is currently installing the new gas main and it should be complete by the end of February 2018. The residents were notified of the CE work prior to starting.

For the street and watermain, we are waiting on permits, and new bonds and insurance from Glaeser Dawes. Once these are in place, and the residents have been notified, the contractor will start with the tree removal and watermain. The street pavement will remain in place during the watermain installation for traffic maintenance as long as possible. After the watermain is installed, the existing pavement will be removed, storm sewer will be installed along with the road base, curb and gutter, new asphalt and sidewalks. The costs and schedule are shown below:

Construction Cost: \$1,086,000

Schedule:

Gas main installation	February 2018
Watermain installation	April – May 2018
Removals, Storm Sewer	June 2018
Street and sidewalk	July – August 2018

#### **2. 2017 Street Project (Worcester, Chesterfield, Winston, Abbey Lane, Ingalls, Elms Park Trail):**

The project is complete with the exception of some ornamental stop sign and street name poles and turf establishment. These will be completed as weather allows.

As Bid Construction Cost: \$2,906,845

Current Construction Cost with Change Orders: \$3,046,910 (increase due to more sidewalk added, and more pavement repair on Abbey and Ingalls).

**3. Fairchild Street Design (Cappy to Miller):**

The funding agreement for design was approved by Council on 2/12/18 and sent to MDOT for their review and approval. Once MDOT approves the agreement, the design will begin. This is funded through the TIP for 2019 construction.

Current Construction Cost Estimate: \$290,000  
Design Engineering Budget: \$24,000

**4. Miller Road Storm Sewer Repair:**

The easement has been surveyed with respect to the adjacent property lines. We are developing the temporary construction easements for the two parcels. The need for outside contractors will be determined with the DPW's input.

**5. USDA Application for Watermain Funding:**

The application is nearly complete. We need to make an appointment to sit down with the city staff to obtain information for a variety of Federal forms and other requirements of the application. Our goal is to submit the application in March 2018.

*Prepared By:*

Jack Wheatley, P.E., ROWE Professional Services Company

2-26-18 Board ReportR:\sdsk\Proj\05C0186\Council Reports\2-26-18 Board Report.doc



February 22, 2018

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

RE: United States Department of Agriculture (USDA) - Rural Development Program  
Watermain Upgrades

Dear Mr. Zettel:

As requested, we have worked with USDA to gain access to their application software and are able to complete the application process that has been started for the city; this work can be performed at no cost.

The total project budget is estimated at \$4Mil and will include watermain upgrades at the following locations:

- Chelmsford Drive
- Oakview Drive
- Miller Road, Tallmadge Court to Dye Road
- Bristol Road, Elms to Miller
- Morrish Road, Fortino Drive to I-69

Based on USDA's preliminary review, it appears the City of Swartz Creek may qualify for **\$1.8Mil in grant funding (45%)** on this project.

Sincerely,  
OHM Advisors

A handwritten signature in black ink, appearing to read "Louis R. Fleury", is written over a horizontal line.

Louis R. Fleury, PE  
Senior Project Manager

P:\4000\_4100\4023180010\_SwartzCreek\_Misc\_Service\PM\Proposal\city letter.docx

**OHM Advisors**

63101 W. BRISTOL ROAD  
FLINT, MICHIGAN 48507

T 810.396.4015  
F 734.522.6427

OHM-Advisors.com

CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
PARK AND RECREATION ADVISORY BOARD  
MINUTES OF REGULAR MEETING  
FEBRUARY 7, 2018

Meeting called to order at 5:30 p.m. by Chairperson Hicks at the Paul D. Bueche Municipal Building.

Members Present: James Barclay, Ryan Bueche, Larry Cummings, Connie Eskew, Samantha Fountain, Rick Henry, Rae Lynn Hicks, Joe Perreault & Trudy Plumb (late).

Members Absent: None

Staff Present: Tom Svrcek

Others Present: Lania Rocha, Vanessa Warren, Anna & Bobby Clark & Bob Plumb

APPROVAL OF AGENDA: Motion by Henry, to approve agenda of February 7, 2018, supported by Cummings. Motion carried.

APPROVAL OF MINUTES: Motion by Henry, to approve minutes of December 6, 2017, supported by Bueche. Motion carried.

MEETING OPEN TO THE PUBLIC: No comments.

COMMUNICATIONS TO THE BOARD:

- A. December 6, 2017 Minutes
- B. January Meeting Notes
- C. Staff Letter
- D. Solar Array Plan and Lease Offer
- E. Trail Hearing Letter

REPORTS:

- A. DPW REPORT: Tom Svrcek updated the board on the Daval project that will be starting this year. Suggestions for park updates such as adding a smaller sledding hill in Elms Park for smaller children, and possibly having the ice skating pond open at night and putting up lighting for that. Dog Park fund raising is still going on, possibly a spaghetti dinner coming up. Tot lot fence, donation plaque or sign, Elms Park sign painted are all projects that will be done.

BUSINESS:

- A. Selection of Officers: Motion by Cummings to keep the same officers, supported By Henry. Motion carried.
- B. Trail Hearing: Vanessa Warren, OHM representative, reviewed the latest plans with the board and answered any questions from the board and the public. Anna & Bobby Clark residents at 5392 Miller Road, had some concerns about losing some trees on their property, and with drainage issues.

- C. Proposed Solar Array: Board is in favor of this and they would prefer it be in the back not in front, but in favor of this either way. They also would like the monies from this lease be designated for the parks.

MEETING OPEN TO THE PUBLIC: No additional comments.

BOARD MEMBER COMMENTS: Mr. Perrault would like to Elms Rd. sign get painted this spring. He would like to discuss improvements needed at Winshall Park at next meeting.

ADJOURNMENT: Meeting adjourned at 6:38 p.m.

NEXT MEETING: March 1, 2018, 5:30 p.m. at the Paul D. Bueche Municipal Building.

---

Connie Eskew, Secretary

**CITY OF SWARTZ CREEK SWARTZ  
CREEK, MICHIGAN  
MINUTES OF PLANNING COMMISSION MEETING  
FEBRUARY 13, 2018**

Meeting called to order at 7:00 p.m. by Commissioner Stephens.

Pledge of Allegiance.

**ROLL CALL:**

Commissioners present: Binder, Culinski, Farmer, Florine, Grimes, Pinkston, Ridley, Stephens.

Commissioners absent: Krueger.

Staff present: Adam Zettel, City Manager.

Others present: Sandra Brill, Ken Brill, Boot Abrams, Bob Plumb,

**APPROVAL OF AGENDA:**

**Resolution No. 180213-01**

**(Carried)**

Motion by Commissioner Binder support by Commissioner Farmer, the Swartz Creek Planning Commission approves the agenda for the February 13, 2018 Planning Commission meeting as printed.

Unanimous Voice Vote  
Motion Declared Carried

**APPROVAL OF MINUTES:**

**Resolution No. 180213-02**

**(Carried)**

Motion by Commissioner Florine support by Commissioner Binder the Swartz Creek Planning Commission approves the minutes for the December 5, 2017 Planning Commission meeting.

Unanimous Voice Vote  
Motion Declared Carried

**MEETING OPENED TO THE PUBLIC:**

Sandi Brill, GFWC Swartz Creek Womens Club, asked for support of Planning Commission to ensure the ability to erect a Christmas tree at Holland Square for the annual Christmas tree lighting ceremony sponsored by their club. They are asking to keep this in mind while they are planning the Holland Square project to make sure they have space for the tree.

**BUSINESS:**

**Selection of Chairperson**

**Resolution No. 180213-03**

**(Carried)**

Motion by Planning Commission Member Florine  
Second by Planning Commission Member Ridley

**I Move**, the Swartz Creek Planning Commission selects Commissioner Douglas Stephens to serve as the Planning Commission Chairperson for a twelve month period commencing immediately and ending at the next annual meeting or as stated in the bylaws.

Yes: Florine, Grimes, Pinkston, Ridley, Stephens, Binder, Culinski, Farmer.  
No: None. Motion Carried.

**Selection of Vice Chairperson**

**Resolution No. 180213-04**

**(Carried)**

Motion by Planning Commission Member Ridley  
Second by Planning Commission Member Grimes

**I Move**, the Swartz Creek Planning Commission selects Commissioner Dennis Pinkston to serve as the Planning Commission Vice-Chairperson for a twelve month period commencing immediately and ending at the next annual meeting or as stated in the bylaws.

Yes: Grimes, Pinkston, Ridley, Stephens, Binder, Culinski, Farmer, Florine.  
No: None. Motion Carried.

**Selection of Secretary**

**Resolution No. 180213-05**

**(Carried)**

Motion by Planning Commission Member Pinkston  
Second by Planning Commission Member Ridley

**I Move**, the Swartz Creek Planning Commission selects Commissioner Robert Florine to serve as the Planning Commission Secretary for a twelve month period commencing immediately and ending at the next annual meeting or as stated in the bylaws.

Yes: Pinkston, Ridley, Stephens, Binder, Culinski, Farmer, Florine, Grimes.  
No: None. Motion Carried.

**2017 Annual Report**

**Resolution No. 180213-06**

**(Carried)**

Motion by Planning Commission Member Florine  
Second by Planning Commission Member Farmer

**I Move**, the Swartz Creek Planning Commission hereby approve the 2017 annual report and direct staff to submit the report to the city council.

Yes: Pinkston, Ridley, Stephens, Binder, Culinski, Farmer, Florine, Grimes.  
No: None. Motion Carried.

**Meeting Open to Public:**

City Manager Adam Zettel updated the board on Holland Square and reminded everyone of the DDA meeting Thursday, February 15, 2018 @ 6 p.m.

**Remarks By Planning Commission:**

Commissioner Grimes commented on his recent trip.

Commissioner Stephens commented about the KFC.

Commissioner Binder wishes it would warm up.

**Adjourn**

**(Carried)**

**Resolution No. 180213-07**

Motion by Planning Commission Member Farmer  
Second by Planning Commission Member Ridley

**I Move** the Swartz Creek Planning Commission adjourns the February 13, 2018 Planning Commission meeting.

Discussion: None  
Unanimous Voice Vote  
Motion Declared Carried

Meeting adjourned at 7:25p.m.

---

Robert T. Florine, Secretary



GENESEE COUNTY DRAIN COMMISSIONER'S OFFICE

- DIVISION OF -

WATER & WASTE SERVICES

G-4610 BEECHER ROAD · FLINT, MICHIGAN 48532-2617

PHONE (810) 732-7870 - FAX (810) 732-9773

JEFFREY WRIGHT  
COMMISSIONER

MEMORANDUM

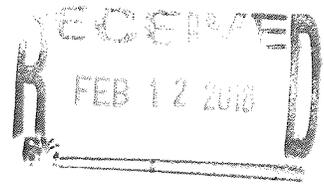
DATE: February 7, 2018

TO: GCDC-WWS Water Supply Customers

FROM: David M. Jansen, Senior Assistant Director

DJ

SUBJECT: General Information on questions regarding Genesee County Drain Commissioner Division of Water & Waste Services (GCDC-WWS) Water Supply System.



Our office has received a couple of inquiries from residents who have observed a white residue that occasionally forms in their pots and pans after boiling water. It is important for the public to know this is a perfectly normal occurrence, and some residents may continue to experience this in the future.

Out of an abundance of caution to ensure proper corrosion control, the MDEQ has required Genesee County to add phosphate at 2-1/2 times the level than what had been used by our previous water supplier, the Great Lakes Water Authority (Detroit System). We also have been required to raise our pH to above 7.5. Phosphates and elevation of pH are normal components in the treatment of water for corrosion control, in order to protect distribution pipes and internal plumbing in homes. The hardness of the water when combined with the phosphate at slightly higher pH value may cause this white residue to form. This is typically evident when water is boiled, and a white ring forms around pots and pans. Again, this is a commonly found residual due to the elevated phosphate and pH levels.

Typically, water suppliers are allowed to optimize corrosion control over a period of time. When GCDC-WWS collects and processes our first six (6) months of samples, we will submit those results to the MDEQ, and work with them to potentially reduce phosphate and pH levels. We will continue to work with the MDEQ, and local municipal DPW Departments to provide the most updated information to residents. As always, GCDC-WWS will continue to do all things necessary to provide safe and reliable water to our communities, as we have done since beginning operations.

If any resident receiving drinking water from our Water Plant has questions or concerns about their drinking water, they should contact our staff at the following numbers:

(810) 793-5123- 7:00 a.m. - 3:30 p.m. Monday thru Friday  
(810) 762-3626- After Hours

*CITY OF SWARTZ CREEK*  
**SWARTZ CREEK, MICHIGAN  
PLANNING COMMISSION  
ZONING BOARD OF APPEALS  
2017 ANNUAL REPORT**

**To: The Honorable David Krueger & Swartz Creek City Council**  
**From: The Swartz Creek Planning Commission**  
**Subject: 2017 Annual Report**

Greetings,

**Introduction**

In addition to the Planning Commission and Zoning Board of Appeals updates that are delivered in city council meeting packets, and respective minutes, this document serves as a summary report of the activities of the planning commission and zoning board of appeals for the calendar year of 2017. This report is not to be confused with the monthly building report. This document is intended to summarize the general status and open-meeting decisions made by the planning commission (PC) and zoning board of appeals (ZBA).

**Summary Findings**

The PC had another busy year. They conducted a mix of reviews on site plans, ordinances, and other initiatives. Most of the site plan reviews occurred in the fall, with the medical marijuana ordinance review extending from April through December. Approved projects include the KFC restaurant, Dort Federal Credit Union, and Springbrook East expansion.

The ZBA had a relatively eventful year. After hearing zero cases in 2016, they reviewed two variance requests in 2017. They also met in March for their annual meeting and in June for a training workshop held by staff.

Participation remains high, and all plans, procedures, and policies are up to date. The planning commission met seven times in 2017 compared to ten times in 2016. The master plan was cause for the large number of meetings in 2016. The ZBA met four times in 2017 and twice in 2016 and 2015.

Training and memberships in professional organizations have been limited even though opportunities have been made available. However, in-house orientation and training has been provided to all new ZBA and PC members. Additional conference attendance and/or

other local training is recommended for members of both groups on a rotating basis. Some members have taken advantage of these opportunities.

Concerning membership, there has only been one change. Mrs. Fountain has been appointed to the ZBA as an alternate, replacing Mr. Pajtas. Attendance with the planning commission and zoning board of appeals has been stronger than past years, with no meeting quorum issues. The planning commission experienced 57 attendances out of 63 attendance opportunities (90%). The zoning board of appeals experienced 24 attendances out of 27 attendance opportunities (89%). Current commissioners appear to be active and take a strong interest in their respective fields.

### **Boardmembers & Commissioners**

Below is the current list of the PC and ZBA membership. All members have been given copies of the city's personnel policies.

<b>PLANNING COMMISSION</b>	Term end date	Address
Robert Florine, Secretary	6/30/18	5914 Cross Creek
Jentery Farmer	6/30/18	6287 St. Charles
Kathy Ridley	6/30/19	3414 Elms
Betty Binder	6/30/20	8079 Bristol
Douglas Stephens, Chairperson	6/30/20	5250 Birchcrest
Bud Grimes	6/30/19	5171 Oakview Drive
Dennis Pinkston, Vice Chairperson	11/23/20	9341 Chesterfield
Craig Culinski	11/23/20	5160 Worchester
David Krueger	Per council term	7399 Miller Rd

<b>ZONING BOARD OF APPEALS</b>	Term end date	Address
Douglas Stephens	6/30/20	5250 Birchcrest
Ronald Smith, Secretary	6/30/20	9194 Chesterfield
Curt Porath Council Rep	11/26/18	4485 Frederick
James Barclay - Alt	06/30/19	8420 Cappy
James Packer, Chairperson	06/30/18	7216 Miller
Samantha Fountain - Alt	6/30/20	5022 Winston
Robert Plumb, Vice Chairperson	6/30/18	37 Somerset

### **Facts & Figures on Projects**

Below is an exhaustive list of projects that were reviewed by the Planning Commission and Zoning Board of Appeals.

Project	Venue	Review	Location	Size or Units	Value	Month	Approval	Status
Redevelopment Ready Communities	PC	Policy	N/A	N/A	N/A	November	N/A	State Review Complete
KFC	PC	Site Plan Restaurant	7026 Miller	2,186 sq. ft on 0.5 acres	~\$2.5 M	September-October	Yes	Pending Building Review
KFC	PC	Special Land Use Drive Through	7026 Miller	2,186 sq. ft on 0.5 acres	~\$2.5 M	September-October	Yes	Pending Building Review
Springbrook East	PC	Limited Site Plan Duplex Condo	West of Springvale	17 units on 3/2 acres	~\$3.5 M	October	Yes	Pending Engineering Review
Medical Marijuana Policy	PC	Zoning Ordinance Text	N/A	N/A	N/A	April-December	No	Final
Dort Federal	PC	Site Plan Credit Union	4131 Morrish	3,042 sq. ft. on 1.5 acres	~\$3.5 M	September	Yes	Preliminary Construction
Dort Federal	PC	Special Land Use Drive Through	4131 Morrish	3,042 sq. ft. on 1.5 acres	~\$3.5 M	September	Yes	Preliminary Construction
Hotel Concept	PC	Informal-Concept Hotel	Kalway Drive	~100 units	N/A	October	No	No Activity
KFC	ZBA	Sign Variance	7026 Miller	N/A	~\$20,000	November	Yes	Pending Permit
Accessory Structure	ZBA	Dimensional Variance	4010 Jennie Lane	1,280 sq. ft. on ~0.5 acres	~\$50,000	December	No	Final

**Conclusions - Looking Forward**

There were not any issues or anomalies with the commissions that demand attention. It is unclear what is in store for 2017, though there are not currently any projects in the works. Issues that we know must be looked at, some of which are pending, include: the Sunoco site, Redevelopment Ready Communities policies, and the reuse of the Sports Creek Raceway.

February 13, 2018  
Planning Commission  
Annual Report for 2017

Staff is also going to make a concerted effort to engage more planning commissioners and zoning board of appeals members in formal training. While opportunities exist, and resources are dedicated to this purpose, folks have not been quick to travel for these sessions.

Please contact me directly if you have any comments or inquiries on the matter.

Sincerely,



Adam H. Zettel, AICP  
City Manager  
City of Swartz Creek  
[azettel@cityofswartzcreek.org](mailto:azettel@cityofswartzcreek.org)

January 30, 2018

Ms. Deanna Korth  
City Treasurer  
City of Swartz Creek  
Retiree Health Care Plan  
8083 Civic Drive  
Swartz Creek, MI 48473

**Re: Proposed Fees for the June 30, 2017 Actuarial Valuation of the City of Swartz Creek Retiree Health Care Plan and the June 30, 2018 and June 30, 2019 GASB Accounting Valuations**

Dear Ms. Korth:

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 and two GASB accounting valuations. Also included is a list of data items that will be needed to complete the actuarial valuation.

**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. The recently finalized GASB implementation guides for Statement Nos. 74 and 75 provide additional clarification and guidance related to the implementation of these Statements.

### **Recent GASB Statements (Concluded)**

GRS consultants are not auditors, and we recommend consultation with your auditors for final determination of which standards will be applicable. It is our understanding that the City does not need to comply with GASB Statement No. 74. If it is later determined that GASB Statement No. 74 reporting is necessary additional fees will apply. Ultimately, the City will need to comply with GASB Statement No. 75, beginning with the fiscal year ending June 30, 2018 (GASB Statement No. 45 information will no longer be necessary). In order to provide the necessary information going forward 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, if there are no significant plan changes between the valuation date and the applicable fiscal year end.

### **Scope of Services**

#### **Actuarial Valuation**

In order to prepare the necessary information we will need to prepare an actuarial valuation of the retiree health care benefits for the City of Swartz Creek Retiree Health Care Plan, as of June 30, 2017. The actuarial valuation will encompass the phases indicated below:

- Determination of the:
  - Actuarial present value of projected benefits
  - Actuarial accrued liability
  - Actuarial value of assets
  - Unfunded actuarial accrued liability
  - Normal cost
  - Actuarially Computed Employer Contribution for the fiscal years ending June 30, 2018 and June 30, 2019
  
- The actuarial retiree health care valuation will be based on an “intermediate” health care trend assumption, and include the following:
  - Two contributions rates (AFSCME 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 one interest rate assumption which is consistent with the past valuations.



### **Actuarial Valuation (Concluded)**

- 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 meeting(s) based on time and expense. The standard hourly rate for this would range from \$236-\$420 per hour.

### **GASB Accounting Valuation**

In order to prepare the necessary information for the fiscal years ending June 30, 2018 and June 30, 2019 (for GASB Statement No. 75), we will need to prepare additional accounting valuations of the retiree health care benefits for the City of Swartz Creek Retiree Health Care Plan. The accounting reports will be provided following the availability of the necessary information and the end of the applicable fiscal year. The GASB Statement No. 75 valuations include, but are not limited to, the following information:

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

- A Single Discount Rate equal to the applicable municipal bond rate, since the Plan does not have any assets;
- Statement of Changes in the Net OPEB Liability and Related Ratios, using the Single Discount Rate as determined above;
- Schedule of Net OPEB Liability;
- Schedule of Actuarially Determined Contributions (and notes);
- Statement of Fiduciary Net Position and Changes in Fiduciary Net Position;
- A sensitivity analysis providing the Net OPEB Liability based on a 1% higher and 1% lower discount rate and a 1% higher and 1% lower health care trend assumption;
- A description of the types of benefits provided by the plan;
- The number of classes of employees covered by the benefit terms;
- OPEB Expense calculation which separately tracks annual gains and losses due to demographic experience, asset experience, assumption changes, and plan changes; and
- Deferred Outflows and Inflows of Resources related to OPEBs.

Note that there is still other information not listed above that will be required in the Plan's financial statements and/or the CAFR to fully comply with GASB Statement No. 75. This additional information will need to be provided by the Plan's investment consultant and its accountants or other financial statement preparers.



### **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 Actuarially Computed Employer Contribution.

The Actuarial Standards require that any actuary providing a Statement of Actuarial Opinion (SAO) be qualified to do so. 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 requirements.



**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 for each Valuation Project:

Valuation Project	Fees*
1. Actuarial Valuation as of 6/30/2017	\$10,500
2. GASB Valuation (based on 6/30/2017 actuarial valuation) In accordance with GASB No. 75 for FYE 6/30/2018	3,300
3. GASB Valuation (based on 6/30/2017 actuarial valuation) In accordance with GASB No. 75 for FYE 6/30/2019	3,500
Additional component unit reporting fee (if applicable)	\$1,000 per unit
Timing: Projected delivery 12-16 weeks after receiving clean and complete data for Item 1 and 4-6 weeks for Items 2 and 3.	

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

The fees provided above are based on a biennial valuation cycle where roll-forward techniques will be applied to the June 30, 2017 valuation for the purpose of preparing the information for GASB Statement No. 75 for the fiscal years ending June 30, 2018 and June 30, 2019. Unlike GASB Statement No. 45, GASB Statement No. 75 requires a significant amount of disclosure information, as shown in the Scope of Services listed on page 3.

A high quality valuation must be based on accurate member data, benefit cost data and plan design information. We base all of our calculations on this information which is supplied by the Plan Sponsor and their designees. If, after commencement of the valuation, it is determined that some of the information is inaccurate or incomplete requiring re-work on our part, we will increase our fees based on actual time spent on the additional work.



**Project Timing**

We are prepared to initiate the valuation upon receipt of the data and following your approval of the proposal. We project that an actuarial valuation will be delivered twelve to sixteen weeks after receipt of clean and complete data.

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:bd  
Enclosure



# Acceptance of Letter of Engagement

---

The undersigned hereby authorizes Gabriel, Roeder, Smith & Company to commence work on the selected items below as outlined in the proposal dated January 30, 2018.

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

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

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

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

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

Please indicate which services the City of Swartz Creek would like to approve.

\_\_\_\_\_ June 30, 2017 Actuarial Valuation

\_\_\_\_\_ June 30, 2018 GASB Statement No. 75 Valuation

\_\_\_\_\_ June 30, 2019 GASB Statement No. 75 Valuation

# 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. Deanna Korth  
City Treasurer  
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 the Letter of Engagement, the elements included on the following pages are necessary in order to complete the actuarial 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**

Following approval of our proposal, we will provide a copy of the summary of benefit from the last valuation for you to update.

## **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.

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

Provide the amount paid for retiree health care benefits in the most recent year ending June 30, 2017.

# City of Swartz Creek Retiree Health Care Plan Data Request

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## 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 still 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**

Retiree Group/Division	Offered to Pre-65 and Post-65 Retirees?	Applicable Group	Anticipated Plan Design Changes?	Eligible Active Division(s)/Plan(s)*	Comments **
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	0001, 0002 & 0003	
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 to the Retiree Health plan (e.g., changes in copays, deductibles, change from fully-insured to self-insured, introduction to high deductible health plans, etc.) in the past 3 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 2018 illustrative 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. A sample rate sheet is enclosed.

# SAMPLE

## MONTHLY SUBSCRIPTION RATE SHEET

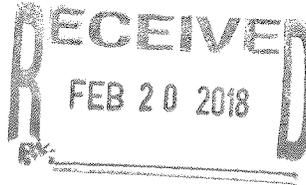
GROUP-SUFFIX	CLUSTER	DIST. NO
	<b>D500</b>	<b>40</b>

PERSONS COVERED	SERVICE CODE					TOTAL AMMOUNT	RATES BEGINNING 07 / 02									
	7	L	M	7	M		9	G	C	COMMON*						
										0	1	G	0			
ONE PERSON REGULAR											440.00	140.00H	100.00DRG	50.00MM	30.00DNT	120.00P
TWO PERSON REGULAR											930.00	310.00H	220.00DRG	100.00MM	70.00DNT	230.00P
FAMILY REGULAR											1,080.00	360.00H	250.00DRG	120.00MM	90.00DNT	260.00P
SPONSORED DEPENDENT											430.00	170.00H	120.00DRG	130.00BS		
ONE COMPLEMENTARY											480.00	110.00H	240.00DRG	30.00MM	30.00DNT	70.00P
TWO COMPLEMENTARY											960.00	220.00H	490.00DRG	60.00MM	70.00DNT	120.00P
THREE COMPLEMENTARY											1,440.00	340.00H	730.00DRG	100.00MM	100.00DNT	170.00P
1 PERS. REG & 1 COMP.											920.00	260.00H	350.00DRG	80.00MM	70.00DNT	160.00P
2 PERS. REG & 1 COMP.											1,180.00	350.00H	370.00DRG	110.00MM	90.00DNT	260.00P
FAMILY REG & 1 COMP.											1,210.00	360.00H	380.00DRG	120.00MM	90.00DNT	260.00P
1 PERS. REG & 2 COMP.											1,140.00	350.00H	370.00DRG	110.00MM	90.00DNT	220.00P
2 PERS. REG & 2 COMP.											1,180.00	350.00H	370.00DRG	110.00MM	90.00DNT	260.00P
FAMILY REG & 2 COMP.											1,210.00	360.00H	380.00DRG	120.00MM	90.00DNT	260.00P
1 PERS. REG & 3 COMP.											1,180.00	350.00H	370.00DRG	110.00MM	90.00DNT	260.00P
2 PERS. REG & 3 COMP.											1,180.00	350.00H	370.00DRG	110.00MM	90.00DNT	260.00P
FAMILY REG & 3 COMP.											1,210.00	360.00H	380.00DRG	120.00MM	90.00DNT	260.00P

\* MC-MEMBER CLASS                      F-FAMILY CONTINUATION OR - DC-DCCR RIDER                      S-SPONSORED DEPENDENT



February 15, 2018



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

Dear City Clerk:

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 some changes to the channel lineup. Customers are being notified of these changes via bill message.

Beginning April 10, 2018, Great American Country (GAC) will no longer be available on Digital Starter it will now be available on the Digital Preferred Tier. MAV TV will no longer be available as part of our channel lineup.

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

Sincerely,

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

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

## February 2018 Summary of Mid-Year Budget Adjustments

Below is a brief description of the major budget adjustment amounts. The budget adjustment lists the accounts that have proposed adjustments followed by the totals for each fund so the overall effect of these proposed changes are evident. The totals are not only the adjustments presented for approval by council, they include the current budget, the proposed adjustments and the amended totals for all line items.

### Fund 101 – General Fund

- State reimbursement for personal property tax is calculated after mandatory distributions. The City does not receive the mandatory reimbursement, our distribution share is based on the balance of funds remaining after these mandatory reimbursements. As discussed at the presentation of the current year budget, we have chosen not to include an estimate of these monies in the original budget since this amount will fluctuate yearly. Instead we will bring a budget adjustment to council at mid-year once the actual amount has been received from the State of Michigan. This year's amount is \$110,516.07.
- The General Fund is also projected to see slightly higher revenue sharing and constitutional sales tax based on mid-year revenue projections received.
- The other major revenue adjustments are \$21,917.10 for income from the sale of the two lots in Heritage Village and whose net proceeds were passed along to the condo association per council resolution, and a \$41,666.67 reimbursement for the police liaison position through January 2017. The Metro Police Authority billed for the liaison officer and our share of the revenue was received after the close of our prior fiscal year.
- Another major adjustment is moving \$45,000 for the DNR park grant which was on the wrong line item in the original budget.
- The major adjustments to expenditures for General Fund are the additional funding approved for the fire department of \$33,355.25 for this fiscal year and \$72,294.00 for the property the city is renovating at 5256 Don Shenk. The \$72,294.00 includes renovations and clean up to date and the Bedrock Construction Company renovations approved by council this fiscal year.
- City Manager Zettel requested a transfer out of \$50,000 from General Fund and into Local Street Fund 203. Most of remaining adjustments are to better align expenditures based on year end projections. You will notice a reduction in anticipated expenditures on the Elms Park DNR Projected as well.

### Fund 202 – Major Street Fund

- The tree grant from Consumers Energy is split between the Major and Local Street Funds at \$1,050.00 each.
- An increase in expenditures for design engineering for the Fairchild TIP projected approved by council of \$23,959.82.
- Additional increase in the repairs and maintenance line item of \$40,000.00.
- An increase to contractual services for the Genesee County Road Commission work on the LED upgrade and left turn signal trial at Miller and Morrish Roads of \$4,934.46. Final payment to MDOT on the Miller Road – Morrish Road to Elms Road Project of \$708.93. This payment

request was received after the project had been closed by the State and a final accounting was prepared.

#### Fund 203 – Local Street Fund

- The tree grant from Consumers Energy, split between the Major and Local Street Funds of \$1,050.00 each.
- City Manager Zettel requested a transfer out of \$50,000 from General Fund and into Local Street Fund 203.
- A transfer in from the Municipal Street Fund to cover current and anticipated expenditures on the existing local street reconstruction projects \$560,000.00.

#### Fund 204 – Municipal Street Fund

- The significant adjustment was a transfer out to the Local Street Fund of \$560,000.00 for continuing work on the local street projects. This includes current and anticipated expenditures through June 30, 2018.

#### Fund 226 – Garbage Fund

- Adjustments to this fund were small routine changes.

#### Fund 248 – Downtown Development Authority Fund

- Adjustments to this fund were small routine changes.

#### Fund 590 – Water Fund

- An interest income increase due to the opportunity to invest funds longer and at a higher interest rate than our original estimate for the current budget year. Tap Fees are being increased by \$6,500.
- Significant expenditure adjustments include current and anticipated water main reconstruction costs approved by council resolutions of \$386,379.04, an increase in repairs and maintenance of \$10,000.00, and \$12,812.00 previously approved by council resolution for Rowe Engineering to prepare documentation for the USDA rural water development assistance program for the ongoing water main reconstruction projects.

#### Fund 591 – Sewer Fund

- An interest income increase due to the opportunity to invest funds longer and at a higher interest rate than our original estimate for the current budget year. Tap Fees are being increased by \$9,000.00.
- Adjustments to the expenditures were small routine changes.

#### Fund 661 – Motor Pool Fund

- The interest income adjustment to this fund is due to the opportunity to invest funds longer and at a higher interest rate than our conservative estimate for the current budget year.

REVENUE AND EXPENDITURE REPORT FOR CITY OF SWARTZ CREEK  
PERIOD ENDING 2/14/2018

GL NUMBER	DESCRIPTION	2017-18 CURRENT BUDGET	PROPOSED ADJUSTMENT	2017-18 AMENDED BUDGET
<b>FUND 101 REVENUE</b>				
101-000.000-441.000	LCSA Share Taxes PA 80 2014/2016	0.00	110,516.07	110,516.07
101-000.000-574.100	Constitutional Sales Tax	450,385.00	16,000.00	466,385.00
101-000.000-574.300	CVTRS Revenue Share	47,301.00	4,675.00	51,976.00
101-000.000-663.000	Income From Land Held For Resale	0.00	21,917.10	21,917.10
101-000.000-664.000	Interest Income	1,700.00	2,750.00	4,450.00
101-000.000-677.000	Reimbursements	0.00	73.23	73.23
101-301.000-543.000	State Liquor Returns	3,600.00	200.00	3,800.00
101-301.000-677.000	Reimbursements	0.00	41,666.67	41,666.67
101-345.000-677.000	Reimbursements	2,200.00	850.00	3,050.00
101-410.000-477.000	Building Permits	12,570.00	15,520.00	28,090.00
101-410.000-477.005	Plumbing Inspection Revenue	3,000.00	1,650.00	4,650.00
101-410.000-478.000	Other Permits	2,000.00	1,890.00	3,890.00
101-410.000-608.100	Site Plan Review Fees	300.00	1,075.00	1,375.00
101-410.000-627.000	Charges for Services	750.00	50.00	800.00
101-782.000-651.000	Use and Admission Fee	140.00	25.00	165.00
101-783.016-674.783-783.016	Contributions & Donations Elms Road	45,000.00	(45,000.00)	0.00
101-783.016-677.000-783.016	Reimbursements	0.00	45,000.00	45,000.00
		572,546.00	219,057.47	791,603.47
<b>FUND 101 EXPENSE</b>				
101-172.000-801.000	Contractual Services	5,000.00	11,592.00	16,592.00
101-201.000-801.000	Contractual Services	12,000.00	1,520.00	13,520.00
101-215.000-745.000	Postage	2,000.00	450.00	2,450.00
101-228.000-801.000	Contractual Services	11,750.00	600.00	12,350.00
101-257.000-960.000	Education and Training	475.00	300.00	775.00
101-336.000-998.736	Fire Board Appropriation	113,930.00	33,355.25	147,285.25
101-410.000-801.007	Electrical Inspection Expenditure	3,000.00	600.00	3,600.00
101-410.000-801.008	Building Permit Expenditure	8,000.00	5,510.00	13,510.00
101-728.000-801.000	Contractual Services	0.00	72,294.00	72,294.00
101-782.000-651.000	Use and Admission Fee	140.00	30.00	170.00
101-782.000-910.100	Property Insurance	90.00	23.00	113.00
101-783.000-910.100	Property Insurance	324.00	71.00	395.00
101-783.000-930.000	Repairs and Maintenance	18,000.00	20,000.00	38,000.00
101-783.000-941.000	Equipment Rental	4,000.00	4,500.00	8,500.00
101-783.000-976.000	Equipment	25,950.00	7,000.00	32,950.00
101-783.016-801.450-783.016	Construction Engineering	52,797.07	(17,755.00)	35,042.07
101-784.000-705.000	Medical Insurance - ER	69.00		69.00
101-790.000-941.000	Equipment Rental	3,000.00	400.00	3,400.00
101-794.000-705.100	Vision Benefits	18.00	13.00	31.00
101-794.000-705.200	Dental Benefits	224.00	166.00	390.00
101-794.000-706.000	Life Insurance - ER cost	26.00	25.00	51.00
101-794.000-707.000	Retirement Contributions-ER	413.00	260.00	673.00
101-794.000-708.000	Sick & Accident Premiums-ER	193.00	137.50	330.50
101-794.000-910.100	Property Insurance	244.00	59.00	303.00

GL NUMBER	DESCRIPTION	2017-18 CURRENT BUDGET	PROPOSED ADJUSTMENT	2017-18 AMENDED BUDGET
101-794.000-941.000	Equipment Rental	2,400.00	1,500.00	3,900.00
101-965.000-998.203	Trf Out to Local Street Fund	0.00	50,000.00	50,000.00
		264,043.07	192,650.75	456,693.82
<b>Total Revenue Fund 101</b>		2,449,038.77	219,057.47	2,668,096.24
<b>Total Expenditures Fund 101</b>		3,111,719.87	192,650.75	3,304,370.62
<b>Net Revn &amp; Expend Fund 101</b>		<b>(662,681.10)</b>	26,406.72	<b>(636,274.38)</b>
<b>FUND 202</b>	<b>REVENUE</b>			
202-000.000-664.000	Interest Income	200.00	185.00	385.00
202-449.500-597.000	Grants from Private Entities	0.00	1,050.00	1,050.00
		200.00	1,235.00	1,435.00
<b>FUND 202</b>	<b>EXPENSE</b>			
202-453.103-801.500-453.103	MDOT Project Pmts	0.00	708.93	708.93
202-453.105-801.400-453.105	Design Engineering	0.00	23,959.82	23,959.82
202-463.000-930.000	Repairs and Maintenance	312,000.00	40,000.00	352,000.00
202-474.000-801.000	Contractual Services	14,352.57	4,934.46	19,287.03
		326,352.57	69,603.21	395,955.78
<b>Total Revenue Fund 202</b>		410,200.00	1,235.00	411,435.00
<b>Total Expenditures Fund 202</b>		667,878.13	69,603.21	737,481.34
<b>Net Revn &amp; Expend Fund 202</b>		<b>(257,678.13)</b>	<b>(68,368.21)</b>	<b>(326,046.34)</b>
<b>FUND 203</b>	<b>REVENUE</b>			
203-000.000-664.000	Interest Income	20.00	100.00	120.00
203-449.500-597.000	Grants from Private Entities	0.00	1,050.00	1,050.00
203-463.000-677.000	Reimbursements	0.00	441.42	441.42
203-931.000-699.101	Transfer In from Genl Fund	0.00	50,000.00	50,000.00
203-931.000-699.204	Transfer IN from Municipal Street Fu	394,850.00	560,000.00	954,850.00
		394,870.00	611,591.42	1,006,461.42
<b>FUND 203</b>	<b>EXPENSE</b>			
203-449.500-801.000	Contractual Services	0.00	770.00	770.00
203-449.500-930.000	Repairs and Maintenance	4,675.00	2,900.00	7,575.00
203-463.000-707.000	Retirement Contributions-ER	850.84	150.00	1,000.84
203-463.105-801.450-463.105	Construction Engineering	90,000.00	145,627.96	235,627.96
203-478.000-702.000	Wages	9,103.00	2,200.00	11,303.00
203-478.000-704.100	FICA - Employer's Share	564.00	136.50	700.50
203-478.000-704.200	Medicare - Employer's Share	132.00	32.00	164.00
203-478.000-705.100	Vision Benefits	14.00	2.00	16.00
203-478.000-706.000	Life Insurance - ER cost	22.00	6.00	28.00
203-478.000-707.000	Retirement Contributions-ER	188.00	300.00	488.00
203-478.000-941.000	Equipment Rental	11,000.00	2,000.00	13,000.00
203-482.000-702.000	Wages	9,515.00	450.00	9,965.00
203-482.000-704.100	FICA - Employer's Share	590.00	28.00	618.00
203-482.000-704.200	Medicare - Employer's Share	139.00	6.53	145.53
203-482.000-706.000	Life Insurance - ER cost	73.00	2.00	75.00

GL NUMBER	DESCRIPTION	2017-18 CURRENT BUDGET	PROPOSED ADJUSTMENT	2017-18 AMENDED BUDGET
203-482.000-708.000	Sick & Accident Premiums-ER	256.00	8.00	264.00
203-482.000-941.000	Equipment Rental	1,600.00	300.00	1,900.00
		128,721.84	154,918.99	283,640.83
<b>Total Revenue Fund 203</b>		537,070.00	611,591.42	1,148,661.42
<b>Total Expenditures Fund 203</b>		2,232,070.76	154,918.99	2,386,989.75
<b>Net Revn &amp; Expend Fund 203</b>		(1,695,000.76)	456,672.43	(1,238,328.33)
<b>FUND 204</b>	<b>REVENUE</b>			
204-000.000-664.000	Interest Income	60.00	800.00	860.00
<b>FUND 204</b>	<b>EXPENSE</b>			
204-965.000-998.203	Trf Out to Local Street Fund	394,850.00	560,000.00	954,850.00
<b>Total Revenue Fund 204</b>		610,535.00	800.00	611,335.00
<b>Total Expenditures Fund 204</b>		560,516.66	560,000.00	1,120,516.66
<b>Net Revn &amp; Expend Fund 204</b>		50,018.34	(559,200.00)	(509,181.66)
<b>FUND 226</b>	<b>REVENUE</b>			
226-000.000-664.000	Interest Income	150.00	650.00	800.00
<b>FUND 226</b>	<b>EXPENSE</b>			
226-201.000-801.000	Contractual Services	3,000.00	280.00	3,280.00
226-201.000-976.000	Equipment	0.00	154.00	154.00
226-782.000-705.000	Medical Insurance - ER	434.91	2.25	437.16
226-782.000-705.100	Vision Benefits	4.00	0.80	4.80
226-782.000-705.200	Dental Benefits	53.34	4.00	57.34
226-782.000-706.000	Life Insurance - ER cost	6.25	0.80	7.05
226-782.000-708.000	Sick & Accident Premiums-ER	39.00	5.00	44.00
226-783.000-705.200	Dental Benefits	44.77	32.00	76.77
226-793.000-910.100	Property Insurance	176.00	39.50	215.50
226-783.000-705.100	Vision Benefits	4.46	0.70	5.16
226-783.000-705.200	Dental Benefits	59.77	3.00	62.77
		3,822.50	522.05	4,344.55
<b>Total Revenue Fund 226</b>		374,771.00	650.00	375,421.00
<b>Total Expenditures Fund 226</b>		393,570.10	522.05	394,092.15
<b>Net Revn &amp; Expend Fund 226</b>		(18,799.10)	127.95	(18,671.15)
<b>FUND 248</b>	<b>EXPENSE</b>			
248-728.000-801.000	Contractual Services	15,000.00	2,800.00	17,800.00
248-728.000-961.000	Miscellaneous	0.00	101.84	101.84
		15,000.00	2,901.84	17,901.84
<b>Total Revenue Fund 248</b>		62,050.00	0.00	62,050.00
<b>Total Expenditures Fund 248</b>		122,570.00	2,901.84	125,471.84

GL NUMBER	DESCRIPTION	2017-18 CURRENT BUDGET	PROPOSED ADJUSTMENT	2017-18 AMENDED BUDGET
<b>Net Revn &amp; Expend Fund 248</b>		(60,520.00)	(2,901.84)	(63,421.84)
<b>FUND 590</b>		<b>REVENUE</b>		
590-000.000-664.000	Interest Income	900.00	2,500.00	3,400.00
590-540.000-607.000	Tap Fees	14,250.00	6,500.00	20,750.00
		15,150.00	9,000.00	24,150.00
<b>FUND 590</b>		<b>EXPENSE</b>		
590-172.000-801.000	Contractual Services	2,500.00	1,104.00	3,604.00
590-201.000-801.000	Contractual Services	7,100.00	1,350.00	8,450.00
590-201.000-976.000	Equipment	0.00	192.50	192.50
590-540.000-801.000	Contractual Services	21,000.00	12,812.00	33,812.00
590-540.000-801.150	Watermain Construction	416,023.00	386,379.04	802,402.04
590-540.000-930.000	Repairs and Maintenance	123,400.00	10,000.00	133,400.00
590-542.000-976.000	Equipment	0.00	192.50	192.50
		570,023.00	412,030.04	982,053.04
<b>Total Revenue Fund 590</b>		2,150,690.00	9,000.00	2,159,690.00
<b>Total Expenditures Fund 590</b>		2,668,974.98	412,030.04	3,081,005.02
<b>Net Revn &amp; Expend Fund 590</b>		(518,284.98)	(403,030.04)	(921,315.02)
<b>FUND 591</b>		<b>REVENUE</b>		
591-000.000-664.000	Interest Income	1,000.00	1,240.00	2,240.00
591-536.000-607.000	Tap Fees	4,000.00	9,600.00	13,600.00
		5,000.00	10,840.00	15,840.00
<b>FUND 591</b>		<b>EXPENSE</b>		
591-172.000-801.000	Contractual Services	500.00	1,104.00	1,604.00
591-201.000-801.000	Contractual Services	7,100.00	1,350.00	8,450.00
591-201.000-976.000	Equipment	0.00	192.50	192.50
591-542.000-976.000	Equipment	0.00	192.50	192.50
		7,600.00	2,839.00	10,439.00
<b>Total Revenue Fund 591</b>		1,291,120.00	10,840.00	1,301,960.00
<b>Total Expenditures Fund 591</b>		1,422,277.32	2,839.00	1,425,116.32
<b>Net Revn &amp; Expend Fund 591</b>		(131,157.32)	8,001.00	(123,156.32)
<b>FUND 661</b>		<b>EXPENSE</b>		
661-000.000-664.000	Interest Income	200.00	385.00	585.00
<b>Total Revenue Fund 661</b>		160,270.00	0.00	160,270.00
<b>Total Expenditures Fund 661</b>		220,876.70	385.00	221,261.70
<b>Net Revn &amp; Expend Fund 661</b>		(60,606.70)	(385.00)	(60,991.70)