

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Monday, July 9, 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 June 11, 2018 MOTION Pg. 20
5. **APPROVE AGENDA:**
  - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
  - 6A. City Manager's Report MOTION Pg. 3
  - 6B. Monthly Reports (Check Register, DPW, & Building) Pg. 31
  - 6C. Helmsley Drive Engineering Proposal Pension Pg. 50
  - 6E. Actuarial Pg. 53
  - 6E. LCC Application and Request Pg. 82
  - 6F. Miller Road Drain Quote Pg. 84
7. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
  - 8A. Helmsley Drive Engineering and Contractor Award RESO Pg. 15
  - 8B. LCC Application Affirmation RESO Pg. 16
  - 8C. Miller Drain Repair RESO Pg. 17
  - 8D. Steering Committee Appointments RESO Pg. 18
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION

**Next Month Calendar**

Park Board:	Wednesday, July 11, 2018, 5:30 p.m., PDBMB <b>One Week Later</b>
Fire Board:	Monday, July 16, 2018, 6:00 p.m., Public Safety Bldg
ZBA:	Wednesday, July 18, 2018, 6:00 p.m., PDBMB
Downtown Development Authority:	Thursday, July 19, 2018, 6:00 p.m., PDBMB <b>One Week Later</b>
City Council:	Monday July 23, 2018, 7:00 p.m., PDBMB
Metro Police:	Wednesday, July 25, 2018, 10:00 a.m., Metro PD
Park Board:	Wednesday, August 1, 2018, 5:30 p.m., PDBMB
Planning Commission:	Tuesday, August 7, 2018, 7:00 p.m., PDBMB
City Council:	Monday, August 13, 2018, 7:00 p.m., PDBMB

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

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

## **City of Swartz Creek Values**

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

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

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

### ***Fiscal Responsibility***

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

### ***Public Service***

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

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

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

### ***Expect Excellence***

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

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

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

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

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

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

Regular Council Meeting of Monday, July 9, 2018 - 7:00 P.M.

**TO:** *Honorable Mayor, Mayor Pro-Tem & Council Members*  
**FROM:** Adam Zettel, City Manager  
**DATE:** July 5, 2018

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

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

The 2017 Huizinga appeal has a hearing date for November. The 2016 for this office appeal was very unusual in terms of value sought by petitioner and because of procedural abnormalities by the petitioner and MTT. Heather recommends that we attempt one round of good faith negotiation for settlement prior to an appraisal. If this is not successful by mid-summer we will seek funds for a third party professional appraisal.

The golf appraisal continues. 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)** *(No Change of Status)*

We are moving forward with our project that was approved in this three year federal funding cycle. The next step is completion of preliminary engineering and design, with the intention of bidding Fairchild Street this coming winter for 2019 construction. A resolution approved in April to engage engineering through the state contract. This is a required state instrument that will enable design and bidding to occur, with 80% of the cost picked up by the MDOT. A resolution is included.

In speaking with the engineer, the city still has the ability to add a sidewalk to the east side of Fairchild. We were informed that the sidewalk would not be an eligible expense so 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** *(Business Item)*

*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.*

Daval Drive is substantially complete in all of its facets except for Consumers Energy street lighting. We still await the installation of the new lights for Daval, as well as last year's projects.

Consumers Energy has pulled permits for street light installation on last years projects. The start date on the permit was May 12<sup>th</sup>, with completion in September.

Helmsley is the next street in line for reconstruction in the Village. Chelmsford and Oakview are in the running as well. However, since those projects have the potential to be included in future year USDA water main replacement, we are recommending that we move forward with Helmsley now since water main has already been replaced for this street. This will enable more time to sort out USDA grants/loans and to save street specific resources/taxes for the other projects noted.

I have a proposal for preliminary engineering (design) and construction engineering (observation/testing) for Helmsley Drive reconstruction from OHM Advisors. We are making the move to use OHM more for engineering services related to streets. Their fee is lower than normal based upon the generally observed percentage-based fees. This is due to the notably lower level of complexity for this project. I have prepared a resolution to move us forward with engineering.

Included in the resolution is language to enable ongoing work with Glaeser Dawes. They have improved upon last year's project features that were of notable concern coming into this project (restoration, timeline, & communication). They have agreed to honor their original bid price from 2017 into the 2019 calendar year if the city is willing to entertain potential escalators for some components that are done by others (concrete and asphalt). These prices as subject to volatility based upon demand and fuel costs. Though there is a bit of risk here, it should be directly in line with market conditions we would observe with bidding. Most importantly, I believe the city is getting a good product and process out of Glaeser Dawes.

In other news, preventative maintenance for the following streets has been awarded and will be done this summer:

Jennie Lane (Bristol Road to Abbey Lane)  
Miller Road (Dye Road to Morrish Road)  
Parkridge Subdivision (All Streets)  
Church Street (Morrish to Frederick)

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

✓ **SEWER REHABILITATION PROGRAM** (*Update*)

Lining work is complete for Chelmsford and Valleyview Drives. Inspection of Winshall has also been completed. There were no unexpected abnormalities, work items, or damages reported. Mr. Svrcek will be debriefing with Liqui-Force and Rowe PSC about this project and future work soon.

We are also going to have camera footage of many Miller Road and downtown lines. This is being provided by Consumers Energy. They are performing the inspections because there is some concern that gas lines may have been bored through sewer lines during installation in the mid 90s.

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** (*No Change of Status*)

The city has held its public meeting on the proposed USDA Rural Development grant/loan application and related investment plan. The engineer is nearly ready with the grant/loan submission. Most of the unpleasant work has been completed, and the Mayor has begun authorizing submission of various documents to the feds. We are hopeful that the city will qualify for grant funds, and that we will be notified of such by fall. If (when) that occurs, the real planning for cost apportionment, scheduling, and design will begin.

In addition, the 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 are 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.

✓ **POLICE SERVICE** (*Update*)

The Metro PD met on June 27<sup>th</sup>. Mr. Bade was affirmed as the Police Chief and Mr. Grahn was affirmed as the Lieutenant.

The authority board now has tentative dates for a visioning session in the month of July. It appears this will be July 16<sup>th</sup> and 17<sup>th</sup>. Chemical Bank is offering to facilitate the board discussion with staff regarding how to focus MPA resources in the short and long

term. I am not sure if these will be open to the public and/or allow for public input at any point.

✓ **HERITAGE VACANT LOTS** *(Update)*

We are in the 30 day review period for the final two of six lots that were held by the city prior to the summer of 2017. The council will have these back at their meeting on August 13th. 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).

If there is no objection, I will look to prepare instruments for the two units acquired in 2017 at new, negotiated pricing if requested by the buyer at some point in the future.

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

The newsletter has been finished and has been mailed.

✓ **HOLLAND SQUARE** *(No Change of Status)*

Two alternatives for use are being actively reviewed by the steering committee and the DDA. I am working with the adjacent land owners again to see if a degree of cooperation can be achieved. To this end, we have discovered that the Assenmacher Building will have vacancies at both ends and is for sale. This includes, Lovegroves, the H&R Block and the parking lot. We are now looking to work with the seller and potential buyers on integrated design of the successful concepts (parking/event space with fixed public space). I realize any delay will drive folks nuts.

However, this investment is being made to improve the appearance and function of downtown, as well as to benefit adjacent businesses. As such, we **MUST** work with this potential new owner/tenant to make sure we get this right. Such an opportunity has never presented itself before and may not for decades.

There is a total of \$200,000 in the DDA and city budgets for fiscal year 2019 that is related to this project.

✓ **TRAILS** *(Update)*

The MDOT Enhancement application is submitted, and I am hearing positive feedback about our chances from the engineer! We hope this covers 65% of the investment. Work with Consumers Energy and CN Rail is positive for those project components that require their engagement. We are still working with the MTA and GM on some easements and permissions.

The DNR match portion for the remainder of the project has been submitted. This entails an application for the Department of Natural Resources Trust Fund Grant for construction. This grant can fund up to 50% of a project, up to \$300,000. We will be seeking an amount close to that to offset the 35% that the city must cover to match the Enhancement grant. I have met with DNR staff in Elms Park to go over their questions. I am hopeful for this award as well.

Note that that the city will still be heavily invested in this, even if both grants are awarded. Count on a general fund outlay of \$200,000 for all engineering, construction,

and inspection services. This outlay will be required because the DNR requires that the city match 25% of the 'ask' from the DNR. So, the actual 'ask' will be 75% of what MDOT does not fund, leaving us with 25% of the DNR match of 35%.

Since this will get us close to the \$300,000 cap, we can expect to self-fund any overages, add-ons, and engineering that exceeds the limit. Again, the city WILL be using general fund dollars to make this connection happen.

The project timeline is as follows:

September 2017: Intercommunity Project Resolutions (Complete)  
October 2017: Draft MDOT Application (Complete)  
November 2017: Submit Application for MDOT Funds (Complete)  
December 2017: Review and Revise MDOT Application (Complete)  
March 2018: Submit Final MDOT Application (Complete)  
March 2018: Draft DNR Application: (Complete)  
April 2018: Submit DNR Application: (Complete)  
October 2018: Final Trail Design  
December 2018: Bid Trail Project  
April 2019: Commence Trail Construction

✓ **REDEVELOPMENT READY COMMUNITIES** (*No Change of Status*)

The zoning ordinance technical review is complete and the council approved the work related to the economic development strategy. The planning commission will look to proceed with some immediate zoning changes, however, a large scale zoning code revision is recommended to be done by a third party in the future.

I ask council members and other officers of the city to make every effort to engage themselves in the economic development strategy process and to encourage the engagement of our affiliates, such as the chamber, senior center, schools, etc.

The following RRC components are also at the forefront of our improvement and certification efforts:

- Development review flowchart and checklist (**In Progress**)
- Integrated community development webpage for city/DDA processes and programs (**Complete**)
- Economic Development Strategy for the city and its partners (chamber of commerce, schools, etc.) (**In Progress**)
- Public participation plan and tracking methods (**In Progress**)
- Consolidated capital improvement plan (compiled list of street, water, sewer, park and other investment for the next six years) (**Complete**)

Additional details from the previous report follow:

The area in which we will make new progress in the next quarter is in the zoning ordinance. There are a number of provisions that are not consistent with our master plan and/or RRC best practice. The state is offering a technical assistance grant to fund half of a professional service to align our code with RRC expectations. This will

keep the planning commission busy for a little while, but it will be worth it. As of writing, there appears to be no local cost! As such, I will have the planning commission engage in the audit as soon as possible.

✓ **BRANDING (Update)**

The logo/image has been selected, and the city also has adopted an official tagline: Where Friendships Last Forever. The consultant intends to have the final binder of recommendations and branding use available for the July 19 DDA meeting. The image and tagline will be integrated. There will also be recommendations for community descriptions, image use, and integration with the economic development strategy.

Allow some time to make the transition on our official materials. Once the graphic artist creates various digital copies of the image in the proper formats, we should be able to convert our digital presence quickly. This will include social media, the webpage, & SeeClickFix. We will make new orders for letter head, business cards, and other forms of media as needed. I don't expect there is a need to waste existing paper.

The DDA discussed the marketing strategy at their meeting on June 14th. In tandem with the economic development strategy, more work will be done this summer to push our brand out in the form of imagery, narratives, and events.

✓ **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), and they are about 25% of the way to their goal. The park board has designated their annual slip and slide fundraiser for this purpose this year! That will probably work out well for all parties! If you are interested in contributing or know of another person or entity that might be, feel free to contact me.

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

The city will be participating in this program more directly. We anticipate an energy audit of our primary facilities in the near future. Upgrades to electric and gas features may be possible with a short return on investment and/or support funds. CE did not show any inclination to move our street lights to LED's at this time.

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 (Update)**

There has been some positive chatter about the project in recent weeks. I can attest that many folks involved with the Shiawassee Economic Development Partnership and City of Durand were in Washington D.C. in June, apparently at the White House.

This project potential announcement and potential operation has political implications and drivers. It is clear to everyone that coal and steel production in the U.S. is a key objective of the current administration. Trade tariffs, incentives, and economic growth in the Midwest are all linked to these industries and are very dynamic. I will do my best to keep the council informed.

✓ **TAX REVERTED PROPERTY USE (Update)**

We are in the 30 day review period for 5157 Morrish Road and vacant land on Wade Street. The council will have these instruments back in front of them on August 13<sup>th</sup>.

✓ **TAX REVERTED PROPERTY ACQUISITION (Update)**

The city opted to acquire one property this year through the county tax reversion process. The property is 8002 Miller Road, the building that houses Lasers Flower shop downtown. We do not hold the deed yet, but I intend to work with the owner on a game plan for renovation and use. We will also need a temporary lease and a potential plan for building sale.

The plan that appears most agreeable is to lease the building at a market rate to the current occupant with the understanding that all collected revenues will be put toward operations, maintenance, and renovation of the building. Since the tenant is able and willing to work with us on its use, and they are a willing buyer, I will look to bring back a renovation plan, budget, and timeline for proceeding.

The building is two levels, with an apartment on the second floor. The condition of the building is fair and functional, but there are areas in which updates and upgrades are required.

Note that the flower shop is a tenant and this foreclosure in no way reflects the status or fiscal health of that business. They do have an interest in working with the city on the condition of the building. They also have an interest in potentially taking ownership prior to or after improvements.

✓ **DON SHENK HOME REHABILITATION (Update)**

We have a warranty deed, and the concrete work is done. A notice is being placed in the paper for July 5<sup>th</sup>, and I hope to have offers returned in August.

The expectation is that we sell the home in as-is condition (which is outstanding) to a pre-qualified buyer via a warranty deed. The city will invite the public to make offers that cover the city's investment. Once offers are received, a 'final and best' may be requested by those participating buyers if interest is high enough. This will ensure that all parties can bid, but it will ensure that the offer received is based upon a sealed bid instead of subjective seller preference.

✓ **MILLER ROAD DRAIN (Business Item)**

We have a proposal to complete repairs from a local contractor. The amount is \$13,100. Rowe has created proper easement instruments to give the city access to the site. It appears that they have been able to secure those easements from the owners of record. Mr. Wheatley is doing a great job moving this along.

We have a recommendation from Mr. Svrcek and Mr. Wheatley to proceed with the quote we have for this repair that was received in the winter, prior to having easement rights. Mr. Svrcek indicates that contractors have their summer workloads and are reluctant to even quote the project. Because the repair has been delayed and the initial repair estimates were so high, we have a recommendation to proceed with this quote in lieu of developing bid specifications and conducting a sealed bid process.

✓ **GROUNDWATER WITHDRAWAL ORDINANCE** *(No Change of Status)*

The groundwater withdrawal ordinance for the Holland Square project is in the final phase. 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 council held a public hearing at our meeting on April 23rd. ExxonMobil, the Michigan DEQ, and other representatives will now be reaching out to property owners to research if there are any well impacts. Once this is done, we should be able to proceed with the ordinance. Representatives of Exxon indicated a fall timeline for approval.

✓ **CGI PROMOTIONAL VIDEO** *(No Change of Status)*

The videos have been filmed and are being edited. I believe this process will take about a month.

✓ **SCHOOL FACILITY STUDY** *(No Change of Status)*

The school board commissioned a comprehensive study of all buildings and grounds. The study makes many recommendations based on various priority levels for maintenance, security upgrades, educational facility investments, and other improvements. There is a figure of \$48 million floating around that is tied to an apparent preferred investment need. This is unofficial. The board has not indicated any level of investment or scope at this time.

The report, in eleven sections, is available on the schools webpage. I was going to include it, but it is absolutely massive in scale. Please consider taking a look, especially at those facility components that are in the city.

I encourage all members of council, planning commission, park board, DDA, and other boards to make an effort to review the study and related news as it is released. I will continue reporting to the various boards and committees what changes might be expected and how the city might partner.

The future of our community is very much tied to the real and perceived condition and function of the school's various buildings and related educational amenities. The city is a vested stakeholder in ways too numerous to list.

✓ **PAUL FORTINO PROPERTY PROPOSAL** (*Business Item*)

By a narrow margin, the council has enabled the planning of vacant land on Paul Fortino Drive for use as townhomes as conceived and amended by the DDA and RBF construction. The concept is to construct fifteen condo units of two-level housing on the site, provide for some usable open space, and add another ingress lane to Paul Fortino Drive at Morrish.

The units proposed will be 1,300 to 1,500 square feet, including a two-car garage, and sell for \$200,000 to \$225,000 in today's market. I am for this project to create positive change in the downtown physically, economically, and symbolically. This project will create housing for the 'missing middle' at a small but very visible scale in our downtown and will advance many of our strategic objectives.

I expect the next step will be planning commission review of site plans and architectural renderings.

✓ **ABRAMS PARK RENAMING AND DEDICATION** (*No Change of Status*)

The name of the park, formally known as Winshall Park, has officially been changed to "Abrams Park". The park board agreed to the manner of sign changes at their meeting on April 4<sup>th</sup>. They are opting to update the existing wooden signs and repaint them. I have attempted to notify the online mapping companies, like Google, of the change but have not received their response.

**There will not be a formal dedication coinciding with a city council meeting. Due to the request of the family, they will look to hold their own dedication outside of official city business on July 19th.**

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

✓ **MONTHLY REPORTS** (*Update*)

The building report is included.

✓ **PENSION ACTUARIAL** (*Update*)

Our annual actuarial is in. It is amazing. Just as we hoped, we are practically fully funded.

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

✓ **PLANNING COMMISSION** (*Update*)

The commission is meeting a week later in July, on the 10<sup>th</sup> instead of the 3<sup>rd</sup>. They have a zoning, site plan, and special land use application package to consider related to the reconstruction and expansion of the Sharp Funeral Home on Miller Road. I expect a routine site plan for this use with the expectation that there is a quick review as well. The city council will likely have this in front of them on July 23<sup>rd</sup>. There is a chance a special meeting may be called prior to this.

The commission continues to work on Redevelopment Ready Communities initiatives. This includes expected zoning changes, the economic development strategy (expected to begin in mid-July), and various forms and policies. They have business scheduled for the August meeting already. A special land use has been requested for the gas regulator at Miller and Bristol. This has been reviewed and approved previously, but the approval has expired.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY (Update)**

The DDA met on June 14th. In addition to the branding (logo) and Holland Square discussion above, the DDA also approved their budget and selected officers. They opted for Mayor Krueger as chair, Mr. Beedy as vice-chair, and Ms. King as secretary. These officers are the same as the current year. The budget approved is in line with the version approved by the city council.

The DDA anticipates further work on the townhome concept that was approved. They will be meeting July 19<sup>th</sup> (one week later), and I suspect this will be on the agenda.

Family Movie Night is on track for a wonderful season! We need some good weather, but as far as the attributes that we can control, things are looking good. The remaining lineup includes:

July 6: Lego Ninjago - 90 min  
July 20: Coco - 109 min  
August 3: Willow - 119 min  
August 17: Star Wars Episode 8 - 152 min

Once again, Funtastic Inflatables will provide bounce house activities prior to show time. If anyone wants to engage in promoting a movie or conducting some other onsite activity to draw crowds, please let me know! Ideas could include sponsoring a show or a culture visit for Coco. Please help make this the best year ever! This could be a great way to include local businesses while creating more activities and interest!

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

They held their annual meeting on March 21, 2018. This was their organizational meeting in which they selected officers. Mr. Packer remains Chair, Mr. Plumb remains Vice-Chair, and Mr. Smith remains the Secretary. There are no pending or expected variances, appeals, or interpretations at this time.

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

They met on June 6th. They took care of some routine business and set a date for the slip and slide, Saturday, July 28<sup>th</sup>! The slip and slide will run from 11am to 4pm and will be dedicated and promoted as a dog park fundraiser. If you know of any sponsors or folks that would like to be involved, please let myself or Councilmember Hicks know.

The park board addressed many issues, including final touches on the tot lot sign, fence, and benches. Staff will be working to address these needs. Mr. Svrcek will

also be looking to make a recommendation regarding the baseball backstop at Elms, the flagpole at Abrams, and the new swing for the Abrams tot lot.

The board also reviewed the park rules. In doing so, it was decided that vehicles in the parks were creating safety issues, especially in Elms. Staff was directed to install new signs and to communicate with Metro a desire to have a zero tolerance policy on vehicles off the designated road/parking areas.

The board also reviewed a recommended change related to park hours. The state requires 24 hour, seven 7 day access to non-motorized paths that are grant funded. We have amended the park rules to enable permissible non-motorized path use after hours as a park closure exception. This means folks can travel through the park in the early morning or late night, but they will not be allowed off the path or to misuse the path in any event. The park rules and a resolution are included.

✓ **BOARD OF REVIEW (Update)**

The BoR is scheduled to meet on July 17<sup>th</sup> to correct qualified errors, principle residence exemptions, taxable value uncapping, disabled veterans' exemptions and poverty exemptions.

An alternate position to this board is vacant and candidates are beings sought to fill it.

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

✓ **LIQUOR LICENSE APPLICATION (Business Item)**

We have a request to assign an available liquor license to a downtown property. The new owner of 5015 Holland Drive, commonly known as the Trecha Building, is requesting the ability to have a full service license assigned to that address. The site is currently a commercial building in the Central Business District.

Conceptually, this request makes much sense. Such uses are allowed and encouraged in the CDB/downtown. However, we do not have any site specifics on the specific building use, scale, or site layout. Since we have not entertained such a request in my tenor, I have done some exploring to ascertain what level of review and approval is sought at this stage of planning for a restaurant/tavern that has a liquor license.

I have spoken to the Michigan Department of Licensing and Regulatory Affairs (LARA) staff. My goal was to affirm that the city is not vesting rights on the property or owners of the property to engage in using the license without further review and approval of related site applications, such as zoning, site plan, special land use, building, Department of Agriculture (kitchen), etc.

LARA affirmed that this process can be a catch-22 for applicants and cities because applicants can't prepare a property for full service without some confidence that a license will be granted, but a city is often not comfortable approving a site if they cannot first approve the end use and site plan.

LARA indicated that there is a two year approval window for that reason. During this time, the city would approve the location in concept, which is what we have a resolution to do. The land owner would then have two years to get subsequent approvals and make the required investment, ultimately leading to a site inspection by LARA within that time frame. If approvals cannot be granted and/or the site is not improved enough to pass state inspection, the license will not be granted.

Given the community interest in bringing hospitality businesses into downtown, especially in the vicinity of Holland Square, I think this makes a lot of sense and aligns with the Master Plan and Downtown Development Authority Plan. Since the city will still be able to review zoning and building changes, I am confident that we are not exposing the community to uncertainty that cannot be mitigated. As such, I have prepared an affirmative resolution following the state template and give a confident recommendation to approve it.

✓ **COMMITTEE APPOINTMENTS (*Business Item*)**

As part of the RRC strategy noted above, the city approved the MEDC services related to the development of a community Economic Development Strategy. The consultant, Community Branding and Imaging, intends to begin work in July. They have requested that the city engage a steering committee of 10-12 members that can assist in describing the community, plan a strategy, and guide implementation.

In speaking to the consultant and the Mayor, a list was created that includes a couple councilmembers, myself, and a number of stakeholders and leaders from the business community. We attempted to get a good cross section of business owners, education input, non-profit representation, arts, etc. The Mayor is seeking affirmation of to the appointees as a temporary committee of the council. Note that not all members are residents or city property-owner interests.

✓ **WAGES (AFSCME) (*Update*)**

As requested, I am including a side-by-side comparison of regular hourly wages for what is referred to as 'Tier 1' and 'Tier 2' Public Service employees. The difference is based upon hire date, with the former being hired prior to January 1, 2006.

'Tier 1': \$22.7515

'Tier 2': \$19.2173

The difference is \$3.5342 per hour (15.53% of the Tier 1 wage).

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

*July 23<sup>rd</sup> Council Meeting:* I hope that council recognizes that I place an extremely high priority on attending city council meetings and have been able to attend all such meetings during my tenure here as the manager. However, I have a commitment to the scout camp for Pack 122 and must be away at their annual camp during the meeting of July 23<sup>rd</sup>. I will look to manage business around this meeting and find someone to cover in my place. I do not take this absence lightly.

*Insurance:* Cyber threats are not included in the city's general insurance binder.

**City of Swartz Creek  
RESOLUTIONS  
Regular Council Meeting, Monday, July 9, 2018, 7:00 P.M.**

**Resolution No. 180709-4A      MINUTES – June 25, 2018**

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

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, June 25, 2018, to be circulated and placed on file.

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

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

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

**Resolution No. 180709-5A      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 July 9, 2018, to be circulated and placed on file.

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

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

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

**Resolution No. 180709-6A      CITY MANAGER’S REPORT**

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

**I Move** the Swartz Creek City Council accept the City Manager’s Report of July 9, 2018, including reports and communications, to be circulated and placed on file.

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

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

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

**Resolution No. 180709-8A      RESOLUTION TO APPROVE PRELIMINARY  
ENGINEERING AND CONTRACTOR SERVICES FOR  
DAVAL DRIVE**

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

**WHEREAS**, the City of Swartz Creek owns, operates, and maintains a system of major streets, local streets, and water main, and

**WHEREAS**, the city has a twenty year asset management plan on file that is funded in part by a twenty year street levy, and

**WHEREAS**, the city is also attempting to secure funding for water main projects that are related to streets in the 20 year plan, specifically Oakview Drive and Chelmsford Drive, and

**WHEREAS**, Helmsley Drive is one of the first streets in phase II of the plan to require reconstruction and does not require water main replacement, and

**WHEREAS**, the city finds it to be in the best interest of the public to maintain the existing relationship and unit costs for ongoing street reconstruction by working with Glaeser Dawes on this project.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek City Council affirms the recommendation of staff to commence engineering work for Helmsley Drive as outlined in the proposal from OHM Advisors, dated June 26, 2018, in the amount of \$63,685

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

**BE IT FURTHER RESOLVED**, that the City Council hereby extends the contract with Glaeser Dawes for street reconstruction through the 2019 construction season, with allowances for escalators to be considered by the city council for asphalt and concrete unit costs.

**BE IT FURTHER RESOLVED**, that the City Council authorizes the City Manager to execute changer orders required to effect this change on behalf of the city.

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

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

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

**Resolution No. 180625-8B                      RESOLUTION TO APPROVE A LIQUOR LICENSE FOR 5015 HOLLAND DRIVE**

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

**WHEREAS**, the City of Swartz Creek geography possesses an unclaimed Class C Liquor License as relegated by the State of Michigan Liquor Control Commission; and

**WHEREAS**, the owner of 5015 Holland Drive, the Smoothie Shop, LLC, is seeking to attach said license to their property with the intention of adding a restaurant/tavern to the site; and

**WHEREAS**, the City of Swartz Creek and the Swartz Creek Downtown Development Authority allow such uses within the Central Business District; and

**WHEREAS**, the City of Swartz Creek maintains rights to review and approve or deny use of the site based upon objective site plan and building conditions prior to final review and inspection by the State of Michigan.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek recommends that the application by the Smoothie Shop, LLC for a Class C Liquor License for 5015 Holland Drive, Swartz Creek, Michigan be considered for approval by the Michigan Liquor Control Commission.

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

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

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

**Resolution No. 180709-8C                      RESOLUTION TO APPROVE DRAIN REPAIR SERVICES FOR MILLER ROAD**

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

**WHEREAS**, the city owns, operates, and maintains a drain that sheds water from Miller Road to the Swartz Creek; and

**WHEREAS**, a property owner with frontage along the creek indicated that the drain is failing and eroding the channel; and

**WHEREAS**, the city engineer has affirmed this and originally estimated that the cost to restore the drain could be as high as \$60,000; and

**WHEREAS**, the city did not hold adequate easements to perform the work and subsequently sought and recently acquired such easements from property owners; and

**WHEREAS**, the city received a quote to repair the work during the winter, prior to having easement rights; and

**WHEREAS**, the affected owner and Director of Public Works desire to expedite the process and proceed with work using the quote instead of engaging in a mid-summer, less-competitive bid process, which is expected to delay and add cost to the project; and

**WHEREAS**, the City's Purchasing Ordinance, Chapter 2, Article VI, Section 2-402 provides for an award by the council under such findings and circumstances.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek hereby approves the proposal submitted by C&H Construction Co., Inc. in the amount of \$13,100, with a 20% contingency, as included in the July 9, 2018 City Council Packet.

**BE IT FURTHER RESOLVED** the City of Swartz Creek directs the City Manager to execute a standard contractor agreement with the bidder and further directs the Treasurer to appropriate funds from the general fund and/or major street fund as appropriate.

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

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

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

**Resolution No. 180709-8D      RESOLUTION TO APPOINT A TEMPORARY COMMITTEE: ECONOMIC DEVELOPMENT STRATEGY COMMITTEE**

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

**WHEREAS**, under the General Operating Rules of the Council, the Mayor, with the advice and consent of Council, may appoint temporary committees whose membership may include persons not on Council; and

**WHEREAS**, such committees must be temporary in nature, have a specific purpose, and include a specific time frame for their activities; and

**WHEREAS**, the city is seeking certification by the Michigan Economic Development Corporation as a Redevelopment Ready Community; and

**WHEREAS**, the development of a community-wide economic development strategy, involving numerous stakeholders is under contract with a state-affiliated professional service provider, Community Branding and Imaging (CBI), to fulfill program requirements; and

**WHEREAS**, the council desires to enable a committee of community members, business owners, councilmembers, and staff to serve as the core representative body and partner with CBI to draft the strategy.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek City Council hereby creates a temporary committee, to be referred to as the “Economic Development Strategy Steering Committee,” for the purpose of formulating and drafting an economic development strategy under the guidance of the MEDC and CBI.

**BE IT FURTHER RESOLVED**, the Committee shall deliver such findings on or before the regular meeting on December 10, 2018 and be subsequently dissolved unless otherwise engaged in further reviews at the direction of the city council.

**BE IT FURTHER RESOLVED**, the membership of the Committee shall be composed of the following individuals:

Mayor Krueger

Councilmember Hicks  
Douglas Stephens  
Erik Jamison  
Dawn Jamison  
Angie Root  
Todd Beedy  
Ben Maike  
Brenda Huyck  
Sharlene Howe  
Connie King  
Jared Whittey  
John Knickerbocker  
Adam Zettel

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

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

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

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE 06/25/2018**

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, Director of Public Services Tom Svrcek.

Others Present: Lania Rocha, Bob Plumb, Fay Porath, Steve Shumaker, Al Jory, Brett Jory, Tommy Butler, Andy Harris, Todd Beedy, Jack Wheatley, Cori Amman, E. Jamison.

**APPROVAL OF MINUTES**

**Resolution No. 180625-01** **(Carried)**

Motion by Councilmember Porath  
Second by Councilmember Florence

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday June 11, 2018, to be circulated and placed on file.

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

**APPROVAL OF AGENDA**

**(Carried)**

**Resolution No. 180625-02**

Motion by Councilmember Cramer  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Agenda as, printed for the Regular Council Meeting of June 25, 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. 180625-03**

**(Carried)**

Motion by Councilmember Florence  
Second by Councilmember Cramer

**I Move** the Swartz Creek City Council accept the City Manager’s Report of June 25, 2018, including reports and verbal communications to be circulated and placed on file.

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

NO: None. Motion Declared Carried.

**MEETING OPENED TO THE PUBLIC:**

None.

**COUNCIL BUSINESS:**

**RESOLUTION TO APPROVE THE SALE AND USE OF VACANT UNITS IN HERITAGE VILLAGE CONDOMINIUM**

**Resolution No. 180625-04**

**(Carried)**

Motion by Mayor Councilmember Hicks  
Second by Councilmember Cramer

**WHEREAS**, the city acquired a total of six vacant units in Heritage Village Condominium, including the following units:

3284 Heritage Blvd	58-30-651-091
3278 Heritage Blvd	58-30-651-092
3270 Heritage Blvd	58-30-651-093
3264 Heritage Blvd	58-30-651-094
3323 Heritage Blvd	58-30-651-106
3329 Heritage Blvd	58-30-651-107

**WHEREAS**, the city determined that a public purpose existed for obtaining the lots, being control and guarantee for the collection of the special assessment fees, the preservation of property values for the existing homes in the subdivision and the control over the quality of housing constructed on said units; and

**WHEREAS**, the city previously found that the long term intent is to sell the lots to recover assessment costs and other administrative costs that may occur and to preserve property values consistent with the findings within this resolution; and

**WHEREAS**, the city permitted a negotiation between the Heritage Village of Swartz Creek Homeowners Association (HoA), local builders, and city staff to occur with

the intent to develop these units in a manner that ensures quality and timely development of housing at a market sale price of each unit; and

**WHEREAS**, the HoA requested sale of the units to J.W. Morgan Construction, LLC., with certain conditions, as outlined in their statement from July 6, 2017 and the city subsequently resolved to sell two lots to J.W. Morgan Construction, with proceeds to be paid to the HoA; and

**WHEREAS**, J.W. Morgan Construction has commenced construction on four purchased units and is requesting to purchase two more at the same cost.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby approves the sale of two additional units (89 & 90) in Heritage Village to J.W. Morgan Construction, LLC., in accordance with the purchase agreements and quit claim deeds attached.

**BE IT FURTHER RESOLVED**, that the council directs staff to make said sale instruments available for public inspection and comment for no less than 30 days, in accordance with city charter, at which point the sales shall be reviewed by the city council.

**BE IT FURTHER RESOLVED**, that the council directs staff to account the surplus proceeds from said sales with the expectation that such proceeds are allocated and paid to the Heritage Village of Swartz Creek Homeowners Association or the Genesee County Treasurer/Genesee County Land Bank in accordance with applicable law.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

## **RESOLUTION TO APPROVE ANNUAL COVERAGE AND PAYMENT FOR GENERAL AND LIABILITY INSURANCE OF THE CITY TO MEADOWBROOK**

**Resolution No. 180625-05**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Cramer

**WHEREAS**, the City of Swartz Creek has a need to insure property, equipment, and services that it owns and provides; and

**WHEREAS**, the City of Swartz Creek has been engaged in risk management with the Michigan Municipal League Liability and Property Pool, as serviced by Meadowbrook Insurance Group since 1985; and

**WHEREAS**, the City of Swartz Creek finds this professional service to meet or exceed financial expectations, as well as the staffing and service needs of the city.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek appropriate and approve payment for an amount not to exceed \$42,084 to Michigan Municipal League Meadow Brook Insurance, payment of the City's annual 2018-2019 premiums for property and liability insurance, funds to be apportioned to reflect departmental coverage as noted in the invoice.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

**RESOLUTION TO ACQUIRE TAX REVERTED PROPERTY FROM GENESEE COUNTY TREASURER**

**Resolution No. 180625-06**

**(Carried)**

Motion by Mayor Pro Tem Pinkston  
Second by Councilmember Cramer

**WHEREAS**, on June 11 and June 25, 2018 at public meetings, the Swartz Creek City Council reviewed the staff recommendation to acquire a specific parcel listed as Genesee County Treasurers' tax reverted property currently under foreclosure; and,

**WHEREAS**, the property for which there is a public purpose includes:

8002 Miller Road, Parcel ID Number 58-35-576-049; and,

**WHEREAS**, the City Council finds that a public purpose exists for the acquisition of the property, located at 8002 Miller Road, that purpose being the prevention of blight and neighborhood enhancement through the addition of a private and/or public improvement or through property improvement; and,

**WHEREAS**, the County Treasurers' Office requires certain conditions and stipulations relative to the acquisition of tax reverted properties by local units of government,

**NOW, THEREFORE, I Move** the City of Swartz Creek enter into an agreement with the Genesee County Treasurers' Office, and further, direct the Mayor David Krueger and City Clerk Connie Eskew to execute the agreement on behalf of the City, agreement as follows:

NOTICE TO GENESEE COUNTY TREASURER DEBORAH L. CHERRY, THE FORECLOSING GOVERNMENTAL UNIT, OF ELECTION TO PURCHASE FORECLOSED PROPERTY

The City of Swartz Creek hereby notifies Deborah L. Cherry, Genesee County Treasurer and Genesee County Foreclosing Governmental Unit, that it intends to purchase property described as SEE ATTACHED LISTING, also known as SEE ATTACHED LISTING,

which property is located in Swartz Creek, Michigan, for a public purpose. The purchase price is \$27,239.39, which amount is the minimum bid as that term is defined in MCL 211.78m (11).

The public purpose for which the property is being purchased is:

Blight prevention and neighborhood enhancement thus advancing neighborhood stabilization.

The City of Swartz Creek agrees that this Notice will be filed with the Genesee County Register of Deeds and that the City of Swartz Creek will notify the Foreclosing Governmental Unit at least seven days before the event if it ever sells or transfers to a third party all or any part of the above described property. Further, the City of Swartz Creek understands and agrees that if it should ever sell the purchased property above described for an amount in excess of the minimum bid and all costs incurred relating to demolition, renovation, improvements, or infrastructure development, the excess amount shall be returned to the Genesee County Treasurer for deposit into the delinquent tax property sales proceeds account for the year in which the property was purchased by the City of Swartz Creek.

Upon the request of the Foreclosing Governmental Unit the City of Swartz Creek shall provide without cost to the Foreclosing Governmental Unit information requested regarding any subsequent sale or transfer of the above described property. The information shall be provided within seven days of receipt of the request.

This election by the City of Swartz Creek is made subject to any prior right of election vested in the State of Michigan.

The City of Swartz Creek understands that neither Genesee County nor Deborah L. Cherry, either individually and/or as Genesee County Treasurer and/or as the Foreclosing Governmental Unit, makes any warranty of any kind as to the title transferred to the City of Swartz Creek and will not indemnify, defend, save nor hold harmless the City of Swartz Creek from any or all claims, liabilities, damages, losses, suits, fines, penalties, demands or expenses, including costs of suit and attorney fees, incurred by the City of Swartz Creek because of or related to its election to purchase the property above described.

The City of Swartz Creek agrees to indemnify, defend, save and hold harmless Genesee County and Deborah L. Cherry, individually and/or as Genesee County Treasurer and/or as Foreclosing Governmental Unit, from any and all claims, liabilities, damages, losses, suits, fines, penalties, demands and expenses, including costs of suit and attorney fees, which Genesee County and/or Deborah L. Cherry, individually and/or as Genesee County Treasurer and/or as Foreclosing Governmental Unit incurred because of or related to the election of the City of Swartz Creek to purchase the property above described.

Attached to this notice is a copy of the resolution authorizing the purchase which resolution incorporates the indemnification of Genesee County and Deborah L. Cherry.

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

\_\_\_\_\_  
David A. Krueger, Mayor

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

\_\_\_\_\_  
Connie Eskew, Clerk

**BE IF FURTHER RESOLVED**, the cost to purchase such property, being \$27,318 as well as the addition of the current year taxes, fees, and assessments, shall be appropriated to the unencumbered, unreserved General Fund (101) fund balance.

Discussion Ensued.

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

## **RESOLUTION TO APPROVE CRACK SEALING BIDS FOR CITY STREETS**

**Resolution No. 180625-07**

**(Carried)**

Motion by Councilmember Porath  
Second by Councilmember Florence

**WHEREAS**, the city's streets are in need of surface treatments as part of the recognized need to apply proper asset management practices to infrastructure assets; and

**WHEREAS**, one of the fundamental and affordable forms of surface treatment is overband crack sealing, which is generally applied to those street segments that are not in need of more intensive forms of rehabilitation; and

**WHEREAS**, the city conducted a sealed bid process for the application of overband sealant for select major and local streets, as well as two parking areas downtown; and

**WHEREAS**, the lowest qualified bid, as submitted by Highway maintenance and Construction, includes a cost-per-lane mile proposal, traffic control cost, parking lot cost, and total cost for the application of this treatment.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek hereby approves the proposal submitted by Highway Maintenance and Construction in the amount of \$43,062.50, with a 15% contingency, to perform overband crack sealing as outlined in the bidding specifications prepared by OHM Advisors.

**BE IT FURTHER RESOLVED** the City of Swartz Creek directs the City Manager to execute a standard contractor agreement with the bidder and further directs the Treasurer to appropriate funds from the general fund, local street fund, and major street fund as appropriated and prorated by the engineer.

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

## **RESOLUTION TO APPROVE THE CONCEPT USE AND NEGOTIATED SALE OF VACANT LAND ON PAUL FORTINO DRIVE**

**Resolution No. 180625-08**

**(Carried)**

Motion by Councilmember Cramer  
Second by Councilmember Florence

**WHEREAS**, the City acquired two pieces of property on Morrish Road, immediately north of Paul Fortino Drive, with the understanding that such property could be put to a direct public and/or economic development use; and

**WHEREAS**, the City, utilizing the planning commission and downtown development authority, engaged in numerous workshops and planning sessions in recent years to determine how these properties could be put to productive use in a manner that advances the city's master plan and downtown plan; and

**WHEREAS**, based upon circumstances and consultant recommendations, single family housing/condominiums resembling a traditional style were chosen as the preferred land use; and

**WHEREAS**, the DDA, with the city council's approval, engaged design services to ascertain specifics of how the site could be put to use for this purpose; and

**WHEREAS**, a developer has been sought to act as a partner to effect this change since 2016; and

**WHEREAS**, a contractor and home builder, RBF Construction, has presented themselves as an able and willing partner to realize the concept plan, including the initial presentation of improved design plans for the site layout; and

**WHEREAS**, the Swartz Creek Downtown Development Authority, at their regular meeting on June 14, 2018, unanimously voted to encourage the city council to enable cooperative planning and potential sale of this property to RBF Construction based upon the existing concepts.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby approves the conceptual sale of vacant land, identified as PID 58-35-576-001 and 58-35-576-002, pending the development and approval of a site plan for use, property transfer instruments, and a development agreement or similar instrument to convey terms and conditions of transfer, use, and performance.

**BE IT FURTHER RESOLVED**, that the council authorizes the DDA and staff to cooperate with RBF Construction on the creation and review of a site plan, along with related zoning, special land use and/or variance needs that might arise as it pertains to proceeding with advancing the concepts included in the June 25, 2018 city council packet.

Discussion Ensued.

Break (10 min)

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

NO: Gilbert, Hicks. Motion Declared Carried.

**RESOLUTION TO APPROVE THE SALE AND USE OF 5157 MORRISH ROAD**

**Resolution No. 180625-09**

**(Carried)**

Motion by Councilmember Florence  
Second by Councilmember Cramer

**WHEREAS**, the City acquired a blighted house located at 5157 Morrish Road, PID 58-01-100-013, through the tax reversion process with the intent of eliminating and preventing blight; and

**WHEREAS**, the City has found no short or long term public, direct use for this property; and

**WHEREAS**, the city can recover invested costs for this property but cannot financially gain from the sale of this property; and

**WHEREAS**, the planning commission directed staff to solicit proposals for use from the general public and adjacent land owners; and

**WHEREAS**, an adjacent land owner and local home builder submitted proposals for use and purchase of this property; and

**WHEREAS**, the planning commission recommended that the preferred use is to be the sale to the adjacent home owner as proposed by Michael Vozar, and the city council affirmed this at their regular meeting on June 11, 2018; and

**WHEREAS**, the city council directed the city manager to engage in negotiations for a sale to Michael Vozar as outlined in the proposal as included in the June 11, 2018 city council packet, with final approval to be by the Swartz Creek City Council, in accordance with the city's land sale policy and city charter.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby approves the sale of 5157 Morrish Road, identified with PID 58-01-100-013., in accordance with the purchase agreements and quit claim deeds attached.

**BE IT FURTHER RESOLVED**, that the council directs staff to make said sale instruments available for public inspection and comment for no less than 30 days, in accordance with city charter, at which point the sales shall be reviewed by the city council.

**BE IT FURTHER RESOLVED**, that the council directs staff to account the surplus proceeds from said sales with the expectation that such proceeds are allocated and paid to the Genesee County Treasurer in accordance with applicable law.

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

NO: None. Motion Declared Carried.

**RESOLUTION TO APPROVE THE SALE AND USE OF VACANT LAND ON WADE STREET**

**Resolution No. 180625-10**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Cramer

**WHEREAS**, the City acquired vacant property located at Wade and Second Street, PID 58-01-502-036, through the tax reversion process with the intent of eliminating and preventing blight; and

**WHEREAS**, the City has found no short or long term public, direct use for this property; and

**WHEREAS**, the city can recover invested costs for this property but cannot financially gain from the sale of this property; and

**WHEREAS**, the planning commission directed staff to solicit proposals for use from the general public and adjacent land owners; and

**WHEREAS**, an adjacent land owner and local home builder submitted proposals for use and purchase of this property; and

**WHEREAS**, the planning commission recommended that the preferred use is to be residential infill housing as proposed by Woodside Builders, and the city council affirmed this at their regular meeting on June 11, 2018; and

**WHEREAS**, the city council directed the city manager to engage in negotiations for a sale to Woodside Builders as outlined in the proposal as included in the June 11, 2018 city council packet, with final approval to be by the Swartz Creek City Council, in accordance with the city's land sale policy and city charter.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby approves the sale of vacant land on Wade Street, identified with PID 58-01-502-036., in accordance with the purchase agreements and quit claim deeds attached.

**BE IT FURTHER RESOLVED**, that the council directs staff to make said sale instruments available for public inspection and comment for no less than 30 days, in accordance with city charter, at which point the sales shall be reviewed by the city council.

**BE IT FURTHER RESOLVED**, that the council directs staff to account the surplus proceeds from said sales with the expectation that such proceeds are allocated and paid to the Genesee County Treasurer in accordance with applicable law.

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

**RESOLUTION TO APPROVE A LETTER OF AGREEMENT WITH AFSCME**

**Resolution No. 180625-11**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Hicks

**WHEREAS**, the City of Swartz Creek entered into agreement with the American Federation of State, County and Municipal Employees (AFL-CIO) on June 29, 2016 to provide for conditions and provisions of employment; and

**WHEREAS**, the collective bargaining agreement is set to expire on June 30, 2019 and both parties desire to amend it one year prior to its expiration to advance common objectives of incentivizing water licensing among some members, as well as to increase pay parity between employees with matching job descriptions; and

**WHEREAS**, both parties are desirous of a continuing working agreement.

**NOW, THEREFORE BE IT RESOLVED** that the City of Swartz Creek City Council hereby approve the Letter of Agreement Between the City of Swartz Creek and the AFSCME bargaining unit, as recorded in the City Council Packet of June 25, 2018, and further, authorize and direct the Mayor and City Clerk to execute the letter on behalf of the City.

Discussion Ensued.

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

**MEETING OPENED TO THE PUBLIC:**

Bob Plumb of 37 Somerset Drive, invited council to the Swartz Creek Fire Department’s unveiling of their new sign at Station #2 on July 15, 2018 at 12:30 p.m.

Director of Public Service Tom Svrcek updated council on street construction. Thanks to the Women’s club who is watering the flowers on the weekends.

**REMARKS BY COUNCILMEMBERS:**

Councilmember Porath has concerns with the light at Miller/Elms intersection. The first concert was last week and had 550 in attendance. The Metro Police Authority meeting is Wednesday, the signing of the police chief contract will be done.

Councilmember Cramer attended the Genesee County Metropolitan Alliance meeting and wanted council to know the county is working on making the I-69/I-75 corridor safer for drivers.

Mayor Krueger is glad the county is working on that corridor because it is extremely dangerous.

Councilmember Florence he also has concerns with the Elms/Miller Rd. intersection.

Councilmember Hicks let everyone know Ryan Spillane was awarded the Chris Hilden firefighter of the year.

July 28<sup>th</sup> at 11 a.m.is the Slip and Slide at Elms Park, if anyone interested in helping please contact her. July 19<sup>th</sup> at 6 p.m. Will be the dedication of Abrams Park. She was happy the dirt at Elms Park was flattened. Park Board meeting is changed to July 11 due to July 4<sup>th</sup> holiday.

Councilmember Gilbert thanked everyone for their cards and prayers. His dog is waiting for the dog park to open.

Mayor Pro Tem Pinkston noticed the Don Shenk property's cement driveway and it looks beautiful.

Mayor Krueger glad to have Councilmember Gilbert back.

## **ADJOURNMENT**

**Resolution No. 180625-12**

**(Carried)**

Motion by Councilmember Porath  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council adjourn the regular meeting at 9:03 p.m.

Unanimous Voice Vote.

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**David A. Krueger, Mayor**

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**Connie Eskew, City Clerk**

07/03/2018

CHECK REGISTER FOR CITY OF SWARTZ CREEK  
CHECK DATE FROM 06/01/2018 - 06/30/2018

Highlighted amount is total for that vendor

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT						
06/01/2018	GEN	45063	B-00000145	BORDINE'S	FLOWERS	198.00
06/07/2018	GEN	45064	R-00000068	ALESIA EDWARDS	ELMS PARK DEPOSIT REFUND 5/26/18 #1	100.00
06/07/2018	GEN	45065	R-00000068	AMANDA GRULKE	ELMS PARK DEPOSIT REFUND 6/3/18 #1	100.00
06/07/2018	GEN	45066	B-00000160	BEDROCK BUILDING INC	REHABILITATION 5256 DON SHENK	14,100.00
06/07/2018	GEN	45067	B-00000017	BELL EQUIPMENT CO	BROOM SET/ROCKER SWITCH	164.85
06/07/2018	GEN	45068	R-00000069	BIO-SERV CORPORATION	PEST CONTROL-PUBLIC SAFETY BLDG	55.00
06/07/2018	GEN	45069	C-00000095	COMCAST BUSINESS	5/26-6/25/18 MONTHLY INVOICE	262.49
06/07/2018	GEN	45070	C-00000171	CONSTRUCTION FASTENERS INC	HD PAINT REMOVER (12)	71.88
06/07/2018	GEN	45071	C-00000056	CONSUMERS ENERGY	5/1-5/31/18 TRAFFIC LIGHTS 1781	412.45
06/07/2018	GEN	45072	C-00000056	CONSUMERS ENERGY	5/1-5/31/18 4524 MORRISH RD	50.88
06/07/2018	GEN	45073	C-00000056	CONSUMERS ENERGY	5/1-5/31/18 STREET LIGHTS 1294	9,100.88
06/07/2018	GEN	45074	C-00000056	CONSUMERS ENERGY	SIRENS TRAFFIC LIGHTS 1997	27.30
06/07/2018	GEN	45075	C-00000056	CONSUMERS ENERGY	5/1-5/31/18 ELMS PARKING LOT AREA LIGHTS	32.42
06/07/2018	GEN	45076	R-00000068	DEBBIE HODGES	ELMS PARK DEPOSIT REFUND 5/13/18 #2	100.00
06/07/2018	GEN	45077	D-00000060	<b>DORNBOS SIGN &amp; SAFETY INC</b>	STREET SIGNS	5,619.20
					STREET SIGN	43.04
						<b>5,662.24</b>
06/07/2018	GEN	45078	F-00000070	FAMILY FARM AND HOME INC	MAY 2018 INVOICES	530.84
06/07/2018	GEN	45079	F-00000084	<b>FERGUSON WATERWORKS #3386</b>	MTR TEST (2)	60.00
					MTR/MTR FLG (2)/HEX NUT (4)/CAP SCRW (4)	741.00
						<b>801.00</b>
06/07/2018	GEN	45080	F-00000088	FERTILIZER DEALER SUPPLY	50 GAL SPRAYER	1,736.00
06/07/2018	GEN	45081	G-00000042	GILL ROYS HARDWARE	MAY 2018 INVOICES LESS DISCOUNT	1,071.99
06/07/2018	GEN	45082	G-00000125	GRAFF TRUCK CENTER	NEW HANDLE	16.26
06/07/2018	GEN	45083	G-00000072	GRAINGER	PRY BAR SET	65.00
06/07/2018	GEN	45084	G-00000122	GREAT LAKES TREE EXPERTS INC	TREE REMOVAL (2)	700.00
06/07/2018	GEN	45085	H-00000023	HYDRO DESIGNS INC	MAY-JULY 2018 WATER CROSS CONN CNTRL & C	879.00
06/07/2018	GEN	45086	I-00000036	INTEGRITY BUSINESS SOLUTIONS	GARBAGE BAGS (6)	333.42
06/07/2018	GEN	45087	V-00000031	<b>JAMS MEDIA LLC</b>	5/14/18 PUBLIC HEARING	42.30
					BUDGET PUBLIC HEARING NOTICE	42.30
						<b>84.60</b>
06/07/2018	GEN	45088	J-00000024	JOHNS TRUCK SERVICE	EML/REPLACE KING PINS/TIE ROD PIN FRONT	650.00
06/07/2018	GEN	45089	L-00000061	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES/OTHER (5)	1,320.00
06/07/2018	GEN	45090	R-00000068	JUDY CUNNINGHAM	ELMS PARK DEPOSIT REFUND 6/3/18 #2	100.00
06/07/2018	GEN	45091	R-00000068	KATHERYN NAGY	ELMS PARK DEPOSIT REFUND 6/2/18 #1	100.00
06/07/2018	GEN	45092	R-00000068	KATHLEEN DUVAL	ELMS PARK DEPOSIT REFUND 6/3/18 #3	100.00
06/07/2018	GEN	45093	K-00000040	KCI	POSTAGE SUMMER TAX BILLS	625.97
06/07/2018	GEN	45094	L-00000065	LEGACY ASSESSING SERVICES INC	ASSESSING SERVICES OCTOBER 2017-SEPTEMBE	2,515.58
06/07/2018	GEN	45095	M-00000072	MICHIGAN PIPE AND VALVE	REPAIR CLAMPS (2)	345.00
06/07/2018	GEN	45096	O-00000025	OHM ADVISORS	SCHEMATIC DESIGN MILLER RD SEGMENT/OPTNL	2,680.00
06/07/2018	GEN	45097	R-00000022	ROWE PROFESSIONAL SERVICES CO	DAVAL RECONSTRUCTION	25,170.00
06/07/2018	GEN	45098	R-00000022	ROWE PROFESSIONAL SERVICES CO	STORM SEWER REPAIR	2,836.75
06/07/2018	GEN	45099	R-00000046	RWS OF MID MICHIGAN	MAY 2018 FY18 GARBAGE/RECYCLING/YARD WAS	22,274.64
06/07/2018	GEN	45100	R-00000068	SHAWN MARANZANO	ELMS PARK DEPOSIT REFUND 5/26/18 #2	100.00
06/07/2018	GEN	45101	S-00000217	SLH METALS INC	FLOWER POT HOLDER (16)	640.00
06/07/2018	GEN	45102	S-00000052	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING	576.00
06/07/2018	GEN	45103	R-00000068	STEPHANIE PRICE	ELMS PARK DEPOSIT REFUND 6/2/18 #4	100.00
06/07/2018	GEN	45104	S-00000075	<b>SUBURBAN AUTO SUPPLY</b>	50/50-UNIVERSAL/LEAK	16.98
					CABLE TIE	15.89
					CABLE TIE	10.99
					SPARK PLUG	5.98
					BUSS FUSE	2.99
					POWER PLUG	3.99
					WIRE ACCESSORIES/ADPT.	9.58

					SUPERCLEAN	12.99
						<b>79.39</b>
06/07/2018	GEN	45105	S-00000140	SWANK MOTION PICTURE INC.	JUMANJI 6/8/18 & DESPICABLE ME 3 6/22/18	828.00
06/07/2018	GEN	45106	MISC	Terri May Lancaster	BD PAYMENT REFUND 9138 NORBURY	75.00
06/07/2018	GEN	45107	S-00000097	<b>THOMAS SVRCEK</b>	USED MOWER	300.00
					USED MIXER	100.00
						<b>400.00</b>
06/07/2018	GEN	45108	R-00000068	TIM TAVERNITI	ELMS PARK DEPOSIT REFUND 6/2/18 #2	100.00
06/07/2018	GEN	45109	U-00000035	<b>UNIFIRST CORPORATION</b>	MATS, SUPPLIES	36.15
					UNIFORMS, MATS, SUPPLIES, EVN.	120.40
					MATS, SUPPLIES	36.15
					UNIFORMS, MATS, SUPPLIES, ENV.	120.40
						<b>313.10</b>
06/07/2018	GEN	45110	V-00000032	VERIZON WIRELESS	4/24-5/23/18 MONTHLY BILL	300.36
06/07/2018	GEN	45111	V-00000035	VERNON OUTDOOR EQUIP SMALL ENGINE	EML/FORESTER CHAIN/PWR MATCH BAR/LABOR	142.38
06/12/2018	GEN	45112	C-00000056	CONSUMERS ENERGY	DAVAL DR STREETLIGHT PROJECT	23,760.00
06/12/2018	GEN	45113	C-00000056	CONSUMERS ENERGY	5/7-6/5/18 A 8301 CAPPY LN	275.04
06/12/2018	GEN	45114	C-00000056	CONSUMERS ENERGY	5/7-6/5/18 A 8100 CIVIC DR	1,013.22
06/12/2018	GEN	45115	C-00000056	CONSUMERS ENERGY	5/7-6/5/18 A 5256 DON SHENK	36.86
06/12/2018	GEN	45116	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 A 8059 FORTINO DR	58.05
06/12/2018	GEN	45117	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 A 5121 MORRISH RD	510.54
06/12/2018	GEN	45118	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 A 8083 CIVIC DR	607.21
06/12/2018	GEN	45119	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 4510 MORRISH RD	33.49
06/12/2018	GEN	45120	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 A 8499 MILLER RD	25.32
06/12/2018	GEN	45121	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 A 5257 WINSHALL DR	24.22
06/12/2018	GEN	45122	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 A 5361 WINSHALL DR 8369	25.73
06/12/2018	GEN	45123	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 A 9099 MILLER RD	36.32
06/12/2018	GEN	45124	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 A 5361 WINSHALL DR #2 RESTRMS	34.13
06/12/2018	GEN	45125	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 A 8095 CIVIC DR	827.02
06/12/2018	GEN	45126	C-00000056	CONSUMERS ENERGY	5/4-6/4/18 A 8011 MILLER RD	24.36
06/12/2018	GEN	45127	F-00000069	FUNTASTIC INFLATABLES	EML/MOVIE NIGHT 6/8/18	250.00
06/12/2018	GEN	45128	G-00000076	GENESEE COUNTY	GAIN DUES 10/1/17-9/30/18	500.00
06/12/2018	GEN	45129	L-00000061	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES 6/11/18	1,150.00
06/12/2018	GEN	45130	S-00000032	SIMEN FIGURA & PARKER PLC	MAY 2018 MONTHLY INVOICE	1,583.36
06/12/2018	GEN	45131	H-00000077	<b>TAYLOR CORPORATION</b>	POSTERGUARD 1 YR RENEWAL	78.99
					POSTERGUARD 1 YR RENEWAL	78.99
						<b>157.98</b>
06/14/2018	GEN	45132	U-00000016	U. S. POST OFFICE	POSTAGE FOR JUNE 2018 NEWSLETTER	679.49
06/21/2018	GEN	45133	A-00000135	ALLIED RENT-ALL	STUMP GRINDER/TRAILER RENTAL	550.00
06/21/2018	GEN	45134	B-00000135	BASIL AND CORALENE BLOSS	SUPP MED INS JULY 2017-JUNE 2018	4,236.24
06/21/2018	GEN	45135	R-00000068	BEVERLY M CUMMINGS	ELMS PARK DEPOSIT REFUND 6/16/18 #1	100.00
06/21/2018	GEN	45136	R-00000069	BIO-SERV CORPORATION	PEST CONTROL CITY HALL/LIBRARY-SR CTR	106.00
06/21/2018	GEN	45137	B-00000029	<b>BLUE CARE NETWORK-EAST MI</b>	JULY 2018 RETIREE MEDICAL/KELLY	688.92
					JULY 2018 RETIREE MEDICAL/TYLER	677.90
					JULY 2018 RETIREE MEDICAL/CLOLINGER	1,289.97
					JULY 2018 COBRA MEDICAL/O'BRIEN	629.86
						<b>3,286.65</b>
06/21/2018	GEN	45138	R-00000068	CARMEN JORDAN	ELMS PARK DEPOSIT REFUND 6/15/18 #1	100.00
06/21/2018	GEN	45139	C-00000148	CITY OF SWARTZ CREEK	REPLENISH PETTY CASH	150.38
06/21/2018	GEN	45140	C-00000056	CONSUMERS ENERGY	5/8-6/6/18 A 4125 ELMS RD PAVILION 4437	29.72
06/21/2018	GEN	45141	C-00000056	CONSUMERS ENERGY	5/8-6/6/18 A 6425 MILLER PARK & RIDE	61.36
06/21/2018	GEN	45142	C-00000056	CONSUMERS ENERGY	5/8-6/6/18 A 4125 ELMS RD 4353	49.67
06/21/2018	GEN	45143	R-00000068	DAWN BECMER	ELMS PARK DEPOSIT REFUND 6/9/18 #1	100.00
06/21/2018	GEN	45144	D-00000066	DELTA DENTAL PLAN	JULY 2018 RETIREES (6)/TAX	337.88
06/21/2018	GEN	45145	R-00000068	DENNIS BOYKINS AND LONA BOYKINS	ELMS PARK DEPOSIT REFUND 6/16/18 #4	100.00
06/21/2018	GEN	45146	F-00000026	FLINT WELDING SUPPLY	FAX/CYLINDER COMPRESSED OXYGEN	5.00

06/21/2018	GEN	45147	G-00000022	GEN CTY ROAD COMMISSION	MAY 2018 S-MTCE & OPERTIONS	651.73
06/21/2018	GEN	45148	G-00000022	GEN CTY ROAD COMMISSION	SIGNAL MILLER @ FAIRCHILD	348.86
06/21/2018	GEN	45149	G-00000022	GEN CTY ROAD COMMISSION	SIGN PURCHASE	10.91
06/21/2018	GEN	45150	G-00000033	GENESEE CTY DRAIN COMMISSIONER	NPDES PHASE II FEES	1,234.92
06/21/2018	GEN	45151	G-00000033	GENESEE CTY DRAIN COMMISSIONER	WATER 4/27-5/30/18 2,249,470 CF	145,444.53
06/21/2018	GEN	45152	G-00000129	GOVERNMENT FORMS AND SUPPLIES LLC	MINUTE BOOK FILLER (5 PKS)	358.08
06/21/2018	GEN	45153	G-00000072	GRAINGER	HOSE CLAMP	48.90
06/21/2018	GEN	45154	I-00000036	INTEGRITY BUSINESS SOLUTIONS	GARBAGE BAGS (3 BOXES)	163.47
06/21/2018	GEN	45155	R-00000068	JOLEEN MANLEY	ELMS PARK DEPOSIT REFUND 6/17/18 #1	100.00
06/21/2018	GEN	45156	L-00000061	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES/OTHER (4)	1,380.00
06/21/2018	GEN	45157	R-00000068	JOY ANNETTE BUZA	ABRAMS PARK DEPOSIT REFUND 6/9/18 #3	100.00
06/21/2018	GEN	45158	R-00000068	KENSHANNA SMOOTS	ELMS PARK DEPOSIT REFUND 6/9/18 #4	100.00
06/21/2018	GEN	45159	R-00000068	KRISTINA LUNA	ELMS PARK DEPOSIT REFUND 6/17/18 #4	100.00
06/21/2018	GEN	45160	R-00000068	LISA T HOLLAND	ELMS PARK DEPOSIT REFUND 6/17/18 #2	100.00
06/21/2018	GEN	45161	R-00000068	MARIANN BARRIE	ELMS PARK DEPOSIT REFUND 6/9/18 #2	100.00
06/21/2018	GEN	45162	R-00000068	MATTHEW COUNTERMAN	ELMS PARK DEPOSIT REFUND 6/16/18 #3	100.00
06/21/2018	GEN	45163	M-00000055	MICH ASSOC MUNICIPAL CLERKS	APP FEE FOR CMMC CERTIFICATION	100.00
06/21/2018	GEN	45164	R-00000068	MIRANDA LANG	ELMS PARK DEPOSIT REFUND 6/16/18 #2	100.00
06/21/2018	GEN	45165	M-00000113	MUNICIPAL CODE CORP	ONLINE CODE ORDIN 6/1/18-5/31/19	275.00
06/21/2018	GEN	45166	D-00000049	MY-CAN LLC	PORT-A-JON RENTAL ELMS PARK 5/20-6/17/18	230.00
06/21/2018	GEN	45167	P-00000092	POGGEMEYER DESIGN GROUP INC	ECON DEV MARKETING, BRANDING	399.51
06/21/2018	GEN	45168	S-00000117	STATE OF MICHIGAN-DEPART. TREA	MARI-DAN 2017 TAX-IN-LIEU	12,907.99
06/21/2018	GEN	45169	S-00000075	SUBURBAN AUTO SUPPLY	OIL FILTER/BLASTER	14.27
06/21/2018	GEN	45170	S-00000214	SUPER FLITE OIL CO INC	MAY 2018 FUEL - DPW	1,225.46
06/21/2018	GEN	45171	R-00000051	SWARTZ CREEK ESTATES	WINTER 2017 TAX OVRPMT 58-35-776-171	43.95
06/21/2018	GEN	45172	R-00000068	THOMAS GLEASON	ELMS PARK DEPOSIT REFUND 6/10/18 #2	100.00
06/21/2018	GEN	45173	R-00000051	TRANSNATION TITLE AGENCY	WI 2017 TAX OVRPMT 58-03-533-073	7.55
06/21/2018	GEN	45174	U-00000005	UNUM LIFE INSURANCE	JULY 2018 RETIREE LIFE INS (3)	35.10
06/21/2018	GEN	45175	V-00000035	VERNON OUTDOOR EQUIP SMALL ENGINE	SPEED FEED 400 HEAD	27.99
06/21/2018	GEN	45176	R-00000068	VICKIE ROSHER	ELMS PARK DEPOSIT REFUND 6/15/18 #4	100.00
06/22/2018	GEN	45177	K-00000040	KCI	POSTAGE FOR JULY 2018 UB BILLS	892.08
06/22/2018	GEN	45178	S-00000117	STATE OF MICHIGAN-DEPART. TREA	ESCHEAT (2) CHECKS TO THE STATE	8.68
06/28/2018	GEN	45179	L-00000061	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	1,150.00
06/28/2018	GEN	45180	O-00000032	OLD HICKORY BUILDINGS LLC	10 X 12 BARN	2,440.00

GEN TOTALS:

Total of 118 Checks:	310,252.89
Less 0 Void Checks:	0.00
Total of 118 Disbursements:	310,252.89

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

07/02/18

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
DRAN18-0060	WA10-007451-0000-01	LECHNYR, JAMES 7451 WADE ST	06/11/18	STORM DRAINS
FNRD18-1379 COMPLETED	CC10-005914-0000-01	FLORINE, ROBERT 5914 CROSSCREEK DR	06/01/18 06/04/18	FINAL READ
FNRD18-1380 COMPLETED	MI10-007556-0000-03	WELLS, NORENE 7556 MILLER RD	06/06/18 06/07/18	FINAL READ
FNRD18-1381 COMPLETED	SP10-004286-0000-01	DEGIORGIS, TONY 4286 SPRINGBROOK DR	06/07/18 06/07/18	FINAL READ
FNRD18-1382 COMPLETED	CC10-007380-0000-02	DIGARD, VIRGINIA G. 7380 CROSSCREEK DR	06/07/18 06/08/18	FINAL READ
FNRD18-1383 COMPLETED	MO10-005116-0000-10	GUNTHER, MELISSA 5116 MORRISH RD	06/11/18 06/11/18	FINAL READ
FNRD18-1384 COMPLETED	GR10-005296-0000-05	MCQUISTON, NICOLE 5296 GREENLEAF DR	06/12/18 06/12/18	FINAL READ
FNRD18-1385 COMPLETED	CH20-009204-0000-02	SHAW, JEDEDIAH 9204 CHESTERFIELD DR	06/12/18 06/12/18	FINAL READ
FNRD18-1386 COMPLETED	SE20-005403-0000-02	FANNIE MAE - RYAN MCFARLAND 5403 SEYMOUR RD	06/13/18 06/13/18	FINAL READ
FNRD18-1387 COMPLETED	HO10-005017-0000-03	MAY, CURTIS 5017 HOLLAND DR	06/26/18 06/26/18	FINAL READ
FNRD18-1388 COMPLETED	WO10-005332-0000-09	BOUCK, COREY 5332 WORCHESTER DR	06/27/18 06/27/18	FINAL READ
FNRD18-1390 COMPLETED	MO10-004501-0000-09	FRANTA, JANE 4501 MORRISH RD	06/28/18 06/28/18	FINAL READ
FNRD18-1392	MI10-008346-0000-01	WALCH, CHERYL 8346 MILLER RD	06/29/18	FINAL READ
GWO18-0472 COMPLETED	CH20-008524-0000-01	DUSO, JAMES 8524 CHESTERFIELD DR	06/11/18 06/11/18	GENERIC WORK ORDE
GWO18-0473 COMPLETED	BI10-005167-0000-01	CRAIN, NORMAN 5167 BIRCHCREST DR	06/08/18 06/27/18	GENERIC WORK ORDE
GWO18-0474 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	06/12/18 06/13/18	GENERIC WORK ORDE
GWO18-0475	MI10-006192-0000-01	POLASEK, JAMES 6192 MILLER RD	06/12/18	GENERIC WORK ORDE
GWO18-0476	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	06/22/18	GENERIC WORK ORDE
GWO18-0477 COMPLETED	CH10-009101-0000-02	WARREN, DORENE 9101 CHELMSFORD DR	06/21/18 06/21/18	GENERIC WORK ORDE
GWO18-0478 COMPLETED	EL10-004084-0000-02	SIMMS, NATALIE 4084 ELMS RD	06/26/18 06/26/18	GENERIC WORK ORDE

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
GWO18-0479 COMPLETED	MI10-007026-0000-02	CITY OF SWARTZ CREEK 7026 MILLER RD	06/26/18 06/26/18	GENERIC WORK ORDE
GWO18-0480 COMPLETED	EL10-004084-0000-02	SIMMS, NATALIE 4084 ELMS RD	06/28/18 06/28/18	GENERIC WORK ORDE
GWO18-0481	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	06/29/18	GENERIC WORK ORDE
LNDS18-0134 COMPLETED	AB10-007132-0000-01	KELLEY, JEFFREY 7132 ABBEY LN	06/18/18 06/28/18	LANDSCAPING
LNDS18-0135	DO10-005380-0000-02	HAMMEL, NETA MAE 5380 DON SHENK DR	06/25/18	LANDSCAPING
MTRP18-0543 CANCELLED	SE10-005033-0000-01	THORPE, TREVOR 5033 SECOND ST	06/22/18 06/22/18	METER REPAIR
MTRP18-0544 COMPLETED	DU10-005377-0000-02	BINGHAM, SASHA R 5377 DURWOOD DR	06/26/18 06/26/18	METER REPAIR
MTRP18-0545 COMPLETED	EL10-003464-0000-02	KAWA, AMY M 3464 ELMS RD	06/28/18 06/28/18	METER REPAIR
MTRP18-0546 COMPLETED	RU10-007165-0000-04	HADSALL, MARCY 7165 RUSSELL	06/28/18 06/28/18	METER REPAIR
MTRP18-0547	MO10-004500-0000-04	SHERMAN, DOUGLAS 4500 MORRISH RD	06/29/18	METER REPAIR
READ18-0606 COMPLETED	KR20-004276-0000-01	SPRINGVALE ASSISTED LIVING 4276 KROGER DR	06/04/18 06/04/18	READ METER
READ18-0607 COMPLETED	AS10-000104-0000-03	VALUE HOMES 104 ASHLEY CIR	06/21/18 06/22/18	READ METER
READ18-0608 COMPLETED	SE10-005033-0000-01	THORPE, TREVOR 5033 SECOND ST	06/21/18 06/21/18	READ METER
READ18-0609 COMPLETED	AS10-000084-0000-02	JOHNSON, LISHA 84 ASHLEY CIR	06/21/18 06/22/18	READ METER
READ18-0610 CANCELLED	DU10-005377-0000-02	BINGHAM, SASHA R 5377 DURWOOD DR	06/21/18 06/22/18	READ METER
READ18-0611 COMPLETED	GR10-005289-0000-02	SNELL, CYNTHIA 5289 GREENLEAF DR	06/21/18 06/22/18	READ METER
READ18-0612 COMPLETED	GR10-005305-0000-01	MCLAUGHLIN, BRENDA 5305 GREENLEAF DR	06/21/18 06/22/18	READ METER
READ18-0613 COMPLETED	GR10-005325-0000-01	WATSON, MICHAEL 5325 GREENLEAF DR	06/21/18 06/22/18	READ METER
READ18-0614 COMPLETED	J110-009188-0000-02	ARNOLD, CATHRINE 9188 JILL MARIE LN	06/21/18 06/22/18	READ METER
READ18-0615 CANCELLED	NO10-009159-0000-01	WILLIAMS, PATRICIA 9159 NORBURY DR	06/22/18 06/22/18	READ METER
READ18-0616 COMPLETED	WO10-005365-0000-05	HOLTZ, HILARY 5365 WORCHESTER DR	06/28/18 06/28/18	READ METER
READ18-0617	CH10-009143-0000-01	PRICE, DAVID	06/22/18	READ METER

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
COMPLETED		9143 CHELMSFORD DR	06/22/18	
READ18-0619 COMPLETED	WO10-005133-0000-03	PERIGO, LAURIE 5133 WORCHESTER DR	06/26/18 06/26/18	READ METER
SAMP18-0026 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	06/18/18 06/18/18	WATER SAMPLES
SI-000021 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	06/06/18 06/11/18	SIGNS
SI-000022 COMPLETED	CA10-008391-0000-01	LEE, ROGER A 8391 CAPPY LN	06/13/18 06/13/18	SIGNS
TRDN18-0079 COMPLETED	EL10-003493-0000-08	SPALDING, MICHELLE 3493 ELMS RD	06/11/18 06/12/18	TREE-TAKE DOWN
TRIM18-0036 COMPLETED	MA20-008034-0000-01	SEVICK, MICHAEL 8034 MAPLE ST	06/07/18 06/11/18	TREE-TRIM
WOFF18-1999 COMPLETED	CH20-008481-0000-08	WESTON, MORGAN 8481 CHESTERFIELD DR	06/05/18 06/05/18	WATER TURN OFF
WOFF18-2000 COMPLETED	WI20-005058-0000-03	ALLEN-ANTHONY, NICOLE 5058 WINSTON DR	06/05/18 06/05/18	WATER TURN OFF
WOFF18-2001 COMPLETED	MO10-004437-0000-06	SWARTZ CREEK COMMUNITY SCHOO 4437 MORRISH RD	06/08/18 06/08/18	WATER TURN OFF
WOFF18-2002 COMPLETED	MO10-004336-0000-05	SCHOR, JUSTIN 4336 MORRISH RD	06/12/18 06/12/18	WATER TURN OFF
WOFF18-2003 COMPLETED	WI10-005280-0000-02	MYERS, SHANNON 5280 WINSHALL DR	06/20/18 06/20/18	WATER TURN OFF
WOFF18-2004 COMPLETED	WA10-007459-0000-07	YOUNG, BRIAN 7459 WADE ST	06/20/18 06/20/18	WATER TURN OFF
WOFF18-2005 COMPLETED	MO10-004437-0000-06	SWARTZ CREEK COMMUNITY SCHOO 4437 MORRISH RD	06/21/18 06/21/18	WATER TURN OFF
WOFF18-2006 COMPLETED	CT10-003490-0000-03	COLLIVER, PAUL 3490 CANTERBURY ST	06/26/18 06/26/18	WATER TURN OFF
WOFF18-2007 COMPLETED	FA10-005137-0000-02	COPELAND, NELSON 5137 FAIRCHILD ST	06/26/18 06/26/18	WATER TURN OFF
WOFF18-2008 COMPLETED	MA20-008078-0000-04	HALSTEAD, STEPHANIE 8078 MAPLE ST	06/26/18 06/26/18	WATER TURN OFF
WOFF18-2009 COMPLETED	SE10-005044-0000-04	HAHN, LISA 5044 SECOND ST	06/26/18 06/26/18	WATER TURN OFF
WTON18-1218 COMPLETED	DU10-005208-0000-01	CHEA, G 5208 DURWOOD DR	06/01/18 06/04/18	WATER TURN ON
WTON18-1219 COMPLETED	CH20-008481-0000-08	WESTON, MORGAN 8481 CHESTERFIELD DR	06/05/18 06/05/18	WATER TURN ON
WTON18-1220 COMPLETED	WI20-005058-0000-03	ALLEN-ANTHONY, NICOLE 5058 WINSTON DR	06/05/18 06/05/18	WATER TURN ON
WTON18-1221 COMPLETED	CH20-009143-0000-01	CHICK, DEBORA J 9143 CHESTERFIELD DR	06/08/18 06/08/18	WATER TURN ON

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
WTON18-1222 COMPLETED	MO10-004336-0000-05	SCHOR, JUSTIN 4336 MORRISH RD	06/13/18 06/13/18	WATER TURN ON
WTON18-1223	WI10-005280-0000-02	MYERS, SHANNON 5280 WINSHALL DR	06/21/18 06/21/18	WATER TURN ON
WTON18-1224 COMPLETED	FA10-005137-0000-02	COPELAND, NELSON 5137 FAIRCHILD ST	06/26/18 06/26/18	WATER TURN ON
WTON18-1225 COMPLETED	SE10-005044-0000-04	HAHN, LISA 5044 SECOND ST	06/26/18 06/26/18	WATER TURN ON
WTON18-1227 COMPLETED	MA20-008078-0000-04	HALSTEAD, STEPHANIE 8078 MAPLE ST	06/26/18 06/26/18	WATER TURN ON
WTON18-1228 COMPLETED	CT10-003490-0000-03	COLLIVER, PAUL 3490 CANTERBURY ST	06/27/18 06/27/18	WATER TURN ON

Total Records: 69

Report Generated: 7/2/2018 8:52 AM

Report Options: Scheduled From: 6/1/2018 To: 6/30/2018

# DPS ACTIVITY

## JUNE 2018

	REGULAR	HOLIDAY	VACATION	ABSENT	OT	DT
101 GENERAL FUND						
262.0 ELECTIONS						
345.0 P S BLDG	26.00	0.12		0.13		
781.0 AMPHI-PARK	10.00	0.72	0.45	0.84		
782.0 WINSHALL PARK	46.67	0.96	5.38	0.66		
783.0 ELMS PARK	54.23	2.47	4.19	1.38		
784.0 BICENT. PARK	1.00					
790.0 SENIOR CENTER/LIBRARY	48.50	0.12	1.19	0.13		
793.0 CITY HALL	26.80		0.09	0.12		
794.0 COMM PROMO	147.03	10.98	5.44	4.90	8.00	1.00
796.0 CEMETERY	1.00					
202 MAJOR STREET FUND						
429.0 SAFETY						
441.0 PARK & RIDE	29.00	0.12		0.07		
463.0 STREET MAIN	116.05	1.74	9.09	3.13		
474.0 TRAFFIC	15.02	0.55	1.64	0.40		
478.0 SNOW & ICE						
482.0 ADMIN	3.05	0.26	0.36	0.26		
203 LOCAL STREET FUND						
429.0 SAFETY						
463.0 STREET MAIN	133.57	4.97	16.30	5.24		
474.0 TRAFFIC	26.02	1.20	3.86	0.70		
478.0 SNOW & ICE						
482.0 ADMIN	7.08	0.79	0.56	0.79		
226 GARBAGE FUND						
528.0 COLLECT	2.00					
530.0 WOODCHIPPING	102.00	6.16	5.83	4.03		
782.0 WINSHALL PARK GARBAGE	29.60	0.12	1.63	0.07	6.00	7.00
783.0 ELMS PARK GARBAGE	31.56	0.12	1.38	0.07	6.00	7.00
793.0 CITY HALL	6.70		0.02	0.04		
590 WATER						
540.0 WATER SYSTEM	238.74	7.74	34.79	4.72	4.00	
540.0 WATER-ON CALL	4.00	0.24	0.22	0.32		
542.0 READ & BILL	59.78	2.06	7.53	0.99		
793.0 CITY HALL	16.76		0.05	0.07		
591 SEWER						
536.0 SEWER SYSTEM	63.46	1.59	16.59	1.60		
536.0 SEWER-ON CALL	4.00	0.24	0.22	0.32		
537.0 LIPT STATION	21.33	1.33	4.80	1.19		
542.0 READ & BILL	61.28	2.06	7.53	0.99		
793.0 CITY HALL	16.74		0.05	0.07		
661 MOTOR POOL FUND						
795.0 CITY GARAGE	45.53	1.34	2.31	1.27		
DAILY HOURS TOTAL	1394.50	48.00	131.50	34.50	24.00	15.00

DPS Equipment Rental  
 June 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	14												
101.782 Winshall Pk	14												
101.783 Elms Pk	19							2					
101.784 Bicentennial Pk													
101.790 Sen Ctr./Lib	28												
101.345 PS Bldg	13												
101.793 City Hall	29												
101.794 Comm Promo	31.5					2				2			
661.795 City Garage	2												
101.796 City Cem													
202.463 Maint. Major	9		2										
202.474 Traffic-Major	9		2										
202.478 Snow/Ice-Maj													
202.482 Major-Admin			2										
203.463 Maint-Local	15.5		n										
203.474 Traffic-Local	20		1										
203.478 Snow/Ice-Local													
203.482 Local-Admin			5										
226.528 Waste Collect	1												
226.530 Woodchipping	18							30					
590.540 Water System	47		18										
590.542 Water-Read/Bill	39		5.5										
591.536 Sewer System	15		15										
591.537 Sewer Lift Stat	3		6										
226.782 Winshall Pk Gbg	11.5												
226.783 Elms Pk Gbg	11.5												
591.542 Sewer Read/Bill	39		5.5										
<b>Total</b>	<b>389</b>	<b>0</b>	<b>0.5</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>

DPS Equipment Rental  
 June 2018  
 Page 2

Nature Of Work	Portable Generator	Case Backhoe 17	Sweeper	JD Tractor 19	Chipper	#42 Arrow	Arrow Board	Trailer	Roller	Pressure Washer	Post Hole Digger	01'98	Kubota
101.262 Elections													
101.450 Forestry													
101.781 Pajitas Amphitheater													
101.782 Winshall Pk		1		2									
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													32
661.795 City Garage													
101.796 City Cem													
202.463 Maint. Major		1	11	4									
202.474 Traffic-Major													
202.478 Snow/Ice-Maj													
202.482 Major-Admin													
203.463 Maint-Local		3	38	2									
203.474 Traffic-Local		5											
203.478 Snow/Ice-Local													
203.482 Local-Admin													
226.528 Wast Collect		1											
226.530 Woodchipping					30								
590.540 Water System		2											
590.542 Water-Read/Bill													
591.536 Sewer System													
591.537 Sewer Lift Stat													
<b>Total</b>	<b>0</b>	<b>13</b>	<b>49</b>	<b>8</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32</b>

June 2018	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#5-16 2WD gas	744.0		40.0		
#7-15 4WD gas	646.0		90.2		
#3-08 P/U 4WD gas	218.0		23.0		
09-03 P/U 4WD diesel	590.0				50.6
#2-08 P/U 4WD gas	662.0		88.5		
#6-00 BACKHOE diesel					
#11 DUMP gas	227.0		44.0		
#12-02 DUMP diesel	7.0				
#12-04 DUMP diesel					
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					
#19 JD TRACTOR diesel					
#06-99 BUCKET TRUCK gas					
#21 WOOD CHIPPER diesel					47.0
#807 STREET SWEEPER diesel	172.0				118.0
#42 ASPHALT HEATER diesel					
#37 TRAIL ARROW					
#10-15 GEN gas					
#5-18 KUBOTA (Hours)	27.3		5.5		
gas can			5.5		
<b>TOTAL</b>	<b>3293.3</b>		<b>296.7</b>		<b>215.6</b>

07/02/18

# 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>								
PB1800024	06/18/18	Jeffery Ward	(734) 564 3677	58-01-502-074	\$10,875	\$393.00	7499 MILLER RD	48473 Com Add/Alter/Repair
PB1800025	06/13/18	LECHNYR, JAMES & CAROI		58-01-502-098	\$0	\$100.00	7451 WADE ST	48473-Roofing
PB1800028	06/20/18	GRAZIANO, CHRISTOPHER		58-03-533-120	\$0	\$100.00	5346 DURWOOD DR	48473-Roofing
PB1800029	06/26/18	Overland Contracting Inc	(913) 458 8819	58-31-300-003	\$15,000	\$305.00	4355 ELMS RD	48473 Com Add/Alter/Repair
PB1800030	06/21/18	Northstar Builders, LLC	(810) 333 0069	58-03-526-005	\$336	\$75.00	9048 CHESTERFIELD DR	48473-Res Deck
<b>Total:</b>		<b>5 Permits</b>		<b>Value: \$26,211</b>		<b>Fee Total: \$973.00</b>	Total Number of Dwelling Units 0	

<b>Electrical</b>								
PE1800019	06/06/18	DM Burr Mechanical	(810) 213 6727	58-30-651-082	\$0	\$145.00	3340 HERITAGE BLVD	48473-Electrical
PE1800020	06/11/18	LJ Electric LLC	(810) 644 7769	58-30-651-093	\$0	\$340.00	3270 HERITAGE BLVD	48473-Electrical
PE1800021	06/11/18	LJ Electric LLC	(810) 644 7769	58-30-651-094	\$0	\$390.00	3264 HERITAGE BLVD	48473-Electrical
PE1800022	06/11/18	Holland Heating & Cooling Inc		58-03-532-033	\$0	\$134.00	5309 OAKVIEW DR	48473-Electrical
PE1800023	06/20/18	DONALDSON, DAVID & PEC		58-25-576-021	\$0	\$390.00	7028 BRISTOL RD	48473-Electrical
PE1800024	06/21/18	LJ Electric LLC	(810) 644 7769	58-03-533-033	\$0	\$140.00	5403 SEYMOUR RD	48473-Electrical
<b>Total:</b>		<b>6 Permits</b>		<b>Value: \$0</b>		<b>Fee Total: \$1,539.00</b>	Total Number of Dwelling Units 0	

<b>Mechanical</b>								
PM180024	06/04/18	Adkisson & Sons Htg & Clg Inc	(810) 695 9300	58-36-526-054	\$0	\$160.00	7082 ABBEY LN	48473-Mechanical
PM180025	06/07/18	P & H Plumbing & Heating, Inc	(810) 736 3830	58-35-576-028	\$0	\$160.00	8084 MILLER RD	48473-Mechanical
PM180026	06/11/18	LJ Electric LLC	(810) 644 7769	58-30-651-093	\$0	\$335.00	3270 HERITAGE BLVD	48473-Mechanical
PM180027	06/11/18	LJ Electric LLC	(810) 644 7769	58-30-651-094	\$0	\$385.00	3264 HERITAGE BLVD	48473-Mechanical

# 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
PM180028	06/11/18	JLK Mechanical	(810) 635 3330	58-02-503-051	\$0 \$160.00	8421 CAPPY LN	48473-Mechanical
PM180029	06/11/18	Holland Heating & Cooling	(810) 653 4328	58-03-532-033	\$0 \$160.00	5309 OAKVIEW DR	48473-Mechanical
PM180030	06/20/18	DONALDSON, DAVID & PEC		58-25-576-021	\$0 \$355.00	7028 BRISTOL RD	48473-Mechanical
PM180031	06/25/18	Scott Gormley	(810) 625 1459	58-36-651-201	\$0 \$135.00	4291 SPRINGBROOK DR	48473-Mechanical
PM180032	06/25/18	Adkisson & Sons Htg & Clg Inc	(810) 695 9300	58-36-651-246	\$0 \$160.00	4272 LATIFEE CT	48473-Mechanical

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**Total:            9 Permits            Value: \$0            Fee Total:            \$2,010.00            Total Number of Dwelling Units            0**

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### Plumbing

PP180007	06/20/18	DONALDSON, DAVID & PEC		58-25-576-021	\$0 \$390.00	7028 BRISTOL RD	48473-Plumbing
PP180008	06/25/18	Ballard Plbg Co	(810) 691 9077	58-30-651-093	\$0 \$275.00	3270 HERITAGE BLVD	48473-Plumbing

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**Total:            2 Permits            Value: \$0            Fee Total:            \$665.00            Total Number of Dwelling Units            0**

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### Right of Way

PROW-0080	06/12/18	DONALDSON, DAVID & PEC		58-25-576-021	\$0 \$100.00	7028 BRISTOL RD	48473-Right of way
PROW-0081	06/20/18	sharp funeral home		58-35-576-057	\$0 \$150.00	8138 MILLER RD	48473-Right of way
PROW-0082	06/28/18	Jason Keene	(810) 691 9361	58-03-531-047	\$0 \$100.00	5260 BIRCHCREST DR	48473-Right of way

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**Total:            3 Permits            Value: \$0            Fee Total:            \$350.00            Total Number of Dwelling Units            0**

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### Zoning

PZ18-0011	06/05/18			58-02-501-037	\$1,612 \$25.00	8513 CHELMSFORD DR	48473-Fence
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# 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
PZ18-0012	06/11/18	RUHLMAN, LAWRENCE & T		58-30-651-083	\$3,982	\$25.00 3336 HERITAGE BLVD	48473-Fence
PZ18-0013	06/11/18	TNT Fireworks	(517) 526 3839	58-36-100-001	\$1,500	\$25.00 4141 MORRISH RD	48473-Miscellaneous
PZ18-0015	06/21/18	PETTIS, JAMES		58-25-576-008	\$1,284	\$25.00 3498 ELMS RD	48473-Fence
<b>Total:</b>		<b>4 Permits</b>		<b>Value: \$8,378</b>		<b>Fee Total: \$100.00</b>	Total Number of Dwelling Units 0

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**Permit Total: 29**                      **Value: \$34,589**                      **Fee Total: \$5,637.00**

Permit.DateIssued Between 6/1/2018 12:00:00 AM AND 6/30/2018 11:59:59 PM

# Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
3264 HERITAGE BLVD	58-30-651-094	Footing	06/01/2018	06/01/2018	Approved
5014 FORD ST	58-02-528-012	Status	06/04/2018	06/08/2018	Partially Complied
8603 MILLER RD	58-02-100-009	Status	06/04/2018	06/04/2018	Complied
4126 ELMS RD	58-36-526-020	Citation	06/04/2018	06/04/2018	Not Complied
6230 ARLINGTON DR	58-30-651-050	Ordinance	06/04/2018		
4048 MORRISH RD	58-35-200-015	Ordinance	06/04/2018		
8095 CIVIC DR	58-35-576-058	Letter	06/04/2018	06/04/2018	Approved
4252 LINDSEY DR	58-36-676-073	Swr Tap In	06/05/2018	06/05/2018	Approved
7512 GROVE ST	58-01-100-019	Ordinance	06/05/2018		
8041 MAPLE ST	58-02-530-012	Follow Up	06/05/2018	06/05/2018	Complied
4252 LINDSEY DR	58-36-676-073	Footing	06/05/2018	06/05/2018	Approved
4534 RAUBINGER RD	58-01-501-014	Follow Up	06/05/2018	06/05/2018	Complied
6359 MILLER RD	58-31-100-033	Final	06/06/2018	06/06/2018	Approved
6359 MILLER RD	58-31-100-033	Final Zoning	06/06/2018	06/06/2018	Approved
7251 LINDSEY DR	58-36-676-039	Final	06/06/2018	06/06/2018	Approved
5138 MORRISH RD	58-02-200-021	Ordinance	06/06/2018		
5170 SEYMOUR RD	58-03-531-075	Initial	06/06/2018	06/06/2018	Violation(s)
3454 ELMS RD	58-25-576-012	Framing	06/07/2018	06/07/2018	Approved
4252 LINDSEY DR	58-36-676-073	Backfill	06/07/2018	06/07/2018	Approved
9275 HILL RD	58-03-576-007	Ordinance	06/08/2018		
8348 CAPPY LN	58-02-503-038	Status	06/11/2018		
9081 LUEA LN	58-03-626-050	Status	06/11/2018		
3270 HERITAGE BLVD	58-30-651-093	Service	06/11/2018	06/11/2018	Approved
4140 MORRISH RD	58-35-200-007	Site Inspection	06/11/2018	06/11/2018	No Violation
5410 DON SHENK DR	58-03-579-002	Ordinance	06/11/2018		
5154 SEYMOUR RD	58-03-531-077	Ordinance	06/11/2018		
4126 ELMS RD	58-36-526-020	Letter	06/11/2018	06/11/2018	Violation(s)
4252 LINDSEY DR	58-36-676-073	Footing	06/11/2018	06/11/2018	Approved
7082 ABBEY LN	58-36-526-054	Final	06/12/2018	06/12/2018	Approved
7551 CHURCH ST	58-36-551-017	Site Inspection	06/12/2018		
5376 MILLER RD	58-29-551-011	Ordinance	06/13/2018		
5152 MORRISH RD	58-02-200-023	Service	06/14/2018	06/14/2018	Approved
4131 MORRISH RD	58-36-100-015	Service	06/14/2018	06/14/2018	Approved
4036 ELMS RD	58-36-526-068	Code	06/14/2018		
3264 HERITAGE BLVD	58-30-651-094	Backfill	06/14/2018	06/15/2018	Approved
7215 MILLER RD	58-36-577-027	Ordinance	06/14/2018		

# Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
4126 ELMS RD	58-36-526-020	Status	06/14/2018	06/14/2018	Violation(s)
9292 JILL MARIE LN	58-03-534-042	Ordinance	06/15/2018		
7251 LINDSEY DR	58-36-676-039	Final	06/19/2018	06/19/2018	Approved
3270 HERITAGE BLVD	58-30-651-093	Rough	06/19/2018	06/19/2018	Approved
122 ASHLEY CIR	58-35-776-122	Final	06/19/2018	06/19/2018	Approved
3340 HERITAGE BLVD	58-30-651-082	Service	06/20/2018	06/20/2018	Approved
3454 ELMS RD	58-25-576-012	Final	06/20/2018	06/20/2018	Approved
7251 LINDSEY DR	58-36-676-039	Final	06/20/2018	06/20/2018	Approved
7356 CROSSCREEK DR	58-36-651-221	Final	06/21/2018	06/21/2018	Approved
4141 MORRISH RD	58-36-100-001	Final Zoning	06/21/2018	06/21/2018	Approved
5014 FORD ST	58-02-528-012	Status	06/21/2018	06/21/2018	Violation(s)
3270 HERITAGE BLVD	58-30-651-093	Rough	06/21/2018	06/21/2018	Approved
5256 DON SHENK DR	58-02-503-004	Final	06/21/2018	06/21/2018	Approved
5032 BRADY ST	58-02-527-007	Status	06/21/2018	06/21/2018	Violation(s)
7512 GROVE ST	58-01-100-019	Status	06/21/2018	06/21/2018	No Change
5120 WINSTON DR	58-02-501-047	Status	06/21/2018	06/21/2018	Violation(s)
7451 WADE ST	58-01-502-098	Open Roof	06/25/2018	06/25/2018	Approved
7499 MILLER RD	58-01-502-074	Post Hole	06/25/2018	06/25/2018	Approved
5014 FORD ST	58-02-528-012	Letter	06/25/2018	06/25/2018	Violation(s)
5032 BRADY ST	58-02-527-007	Letter	06/25/2018	06/25/2018	Violation(s)
7512 GROVE ST	58-01-100-019	Letter	06/25/2018	06/25/2018	Violation(s)
5120 WINSTON DR	58-02-501-047	Letter	06/25/2018	06/25/2018	Violation(s)
8096 INGALLS ST	58-02-527-023	Site Inspection	06/25/2018		
8433 CAPPY LN	58-02-503-053	Final	06/26/2018	06/26/2018	Approved
7512 GROVE ST	58-01-100-019	Code	06/26/2018		
5403 SEYMOUR RD	58-03-533-033	Final	06/26/2018	06/26/2018	Approved
7499 MILLER RD	58-01-502-074	Framing	06/26/2018	06/26/2018	Approved
6005 MILLER RD	58-32-100-001	Site Inspection	06/26/2018	06/26/2018	Violation(s)
5016 MC LAIN ST	58-02-526-058	Ordinance	06/26/2018		
4131 MORRISH RD	58-36-100-015	Hard Lid Inspection	06/27/2018	06/27/2018	Approved
16 BROOKFIELD	58-35-776-016	Site Inspection	06/27/2018	06/27/2018	Violation(s)
3270 HERITAGE BLVD	58-30-651-093	Rough	06/28/2018	06/28/2018	Approved
3270 HERITAGE BLVD	58-30-651-093	Rough	06/28/2018	06/28/2018	Approved
4484 MORRISH RD	58-35-576-053	Final-Admin	06/28/2018		
9179 OAKVIEW DR	58-03-531-065	Final-Admin	06/28/2018	06/28/2018	Approved
5232 DURWOOD DR	58-03-533-136	Final-Admin	06/28/2018	06/28/2018	Approved

# Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
5309 OAKVIEW DR	58-03-532-033	Final-Admin	06/28/2018	06/28/2018	Not Ready
16 BROOKFIELD	58-35-776-016	Letter	06/28/2018	06/28/2018	Violation(s)
7179 MILLER RD	58-36-577-022	Final Zoning-Admin	06/28/2018		

**Inspections: 75**

Population: All Records

Inspection.DateTimeScheduled Between 6/1/2018 12:00:00 AM AND 6/30/2018 11:59:59 PM

# Certificates With Inspections

07/02/2018

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR160054	4534 RAUBINGER RD	11/16/2016		06/05/2018	06/05/2018	06/05/2020	Certified
Follow Up	JKEY	Matt Hart	Completed	Complied			
Initial	JKEY	Matt Hart	Completed	Violation(s)			
CR180009	8041 MAPLE ST	02/20/2018	02/20/2018	06/05/2018	06/05/2018	06/05/2020	Certified
Follow Up	MATT	Matt Hart	Completed	Complied			
Initial	JKEY	Matt Hart	Completed	Violation(s)			

Population: All Records

Record Count: 2

Certificate.DateIssued Between 6/1/2018 12:00:00 AM  
AND 6/30/2018 11:59:59 PM

# Enforcements By Category

07/02/18

## BUILDING VIOLATIONS

Enforcement Number	Address	Status	Filed	Closed
E18-046	4140 MORRISH RD	No Violation	06/11/18	06/11/18
E18-056	6005 MILLER RD	Stop work order pos	06/26/18	
E18-058	16 BROOKFIELD	Violation	06/27/18	
			<b>Total Entries: 3</b>	

## WEED COMPLAINT

Enforcement Number	Address	Status	Filed	Closed
E18-039	6230 ARLINGTON DR	Complete	06/04/18	06/18/18
E18-040	4048 MORRISH RD	Complete	06/04/18	06/06/18
E18-042	8218 MILLER RD	Cancelled	06/05/18	
E18-043	SEYMOUR RD	Cancelled	06/05/18	
E18-044	5138 MORRISH RD	Cancelled	06/06/18	
E18-045	9275 HILL RD	Complete	06/08/18	06/18/18
E18-047	5410 DON SHENK DR	Inspection Pending	06/11/18	
E18-048	5154 SEYMOUR RD		06/11/18	
E18-049	7551 CHURCH ST	Inspection Pending	06/12/18	
E18-050	5376 MILLER RD	Complete	06/13/18	06/18/18
E18-051	4036 ELMS RD	Complete	06/13/18	06/18/18
E18-052	7215 MILLER RD	Closed	06/14/18	06/18/18
E18-053	9292 JILL MARIE LN	Complete	06/15/18	06/18/18
E18-054	7512 GROVE ST		06/25/18	
E18-055	8096 INGALLS ST		06/25/18	
E18-057	5016 MC LAIN ST	Inspection Pending	06/26/18	
			<b>Total Entries: 16</b>	



ARCHITECTS. ENGINEERS. PLANNERS.

June 26, 2018

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

**RE: Professional Services Proposal  
Helmsley Drive Reconstruction**

Dear Mr. Zettel:

Orchard, Hiltz & McCliment, Inc. (OHM Advisors) is excited to submit this proposal for design and construction engineering services for your Helmsley Drive Reconstruction Project.

**PROJECT UNDERSTANDING**

OHM understands the City would like to reconstruct Helmsley Drive from Oakview Drive to Chelmsford Drive as part of their ongoing Local Street Improvement Program. OHM will use an innovative approach to the design and construction of this project, and will work closely with the City staff and their preferred contractor, Glaeser Dawes Corp.

The reconstruction of Helmsley will involve complete removal and replacement of the existing street cross-section including pavement, driveways, storm sewers and driveways. Based on the current condition of the sidewalk, it is likely the sidewalk on the west side will be removed and replaced, except for the section in front of the school. The sidewalk on the east side may remain in place and that decision will be made during the design. All greenspace within the public right of way will be restored with grass. Decorative lighting and conduit for future lighting will be installed at the locations specified by the City. The City wishes to provide the project quantities to Glaeser Dawes for their bid based on their past performance working on other street replacement projects in this neighborhood. We understand this work will be added to Glaeser Dawes current contract with the City therefore we are not including the creation of bidding and contract documents within our scope of work. OHM Advisors proposes the following scope to assist the City with design and construction engineering services.

**SCOPE OF SERVICES**

Our scope of services for the overall work effort is as follows:

**DESIGN ENGINEERING**

- ▶ Perform topographic survey of all surface features within the public right of way and inventory the existing storm sewer system. Information obtained from the survey will be utilized to generate design files the contractor will use for street grading, drainage improvements, curb placement, and sidewalk ramps.
- ▶ Map existing utilities and coordinate any potential conflicts with utility owners.
- ▶ Coordinate proposed conduit and decorative lighting with Consumers Energy.

**OHM Advisors\***  
G3101 W. BRISTOL ROAD  
FLINT, MICHIGAN 48507

T 810.396.4015  
F 734.522.6427

[OHM-Advisors.com](http://OHM-Advisors.com)



- ▶ Analyze street corridor drainage and design storm sewer collection system.
- ▶ Develop a proposed surface and provide to the Contractor for their use during construction.
- ▶ Prepare construction drawings (cover sheet, legend sheet, two construction sheets including project quantities, and two profiles sheets) and technical specifications.
- ▶ Prepare soil erosion and sedimentation control plan and permit application and submit to Genesee County for approval.
- ▶ Provide project quantities to Glaeser Dawes for pricing and verify bid price.

**CONSTRUCTION ENGINEERING**

- ▶ Facilitate pre-construction meeting
- ▶ Perform full-time construction observation and address contractor issues during construction.
- ▶ Prepare daily reports during construction
- ▶ Perform density testing on storm sewer backfill, road sub-base, aggregate base and asphalt pavement
- ▶ Perform construction staking for storm sewer and curbs, we've budgeted for two (2) survey visits.
- ▶ Measure and track quantities during construction
- ▶ Attend progress meetings as required during construction
- ▶ Prepared Contractor pay estimates and change orders
- ▶ Witness underground utility locations for record drawings
- ▶ Coordinate punchlist walkthrough with the Contractor

**COMPENSATION AND SCHEDULE**

The services outlined above will be performed on a time and expense basis in accordance with the enclosed *Standard Terms and Conditions* for an amount not-to-exceed fee of **\$63,685** and breaks down as follows:

Design Engineering	\$16,260
Construction Engineering	\$47,375
	\$63,685

OHM Advisors will begin work immediately upon authorization by the City. The following schedule is anticipated:

Phase of Work	Duration
<b>Design Engineering</b>	4 weeks
<b>Construction Engineering</b>	8 weeks



If this proposal is acceptable to you, please sign below and return our files and we'll schedule the survey. We look forward to being a part of the team and working with the City on another successful project. Should you have any questions regarding this proposal please feel free to call me at 810.396.4015.

Sincerely,  
OHM Advisors

---

Andrew J. Harris, PE

Encl: Standard Terms and Conditions

**City of Swartz Creek  
Helmsely Reconstruction Project  
Professional Services**

Accepted By: \_\_\_\_\_

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

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



**MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM OF MICHIGAN**  
ANNUAL ACTUARIAL VALUATION REPORT DECEMBER 31, 2017  
SWARTZ CREEK, CITY OF (2504)



Spring, 2018

Swartz Creek, City of

In care of:  
Municipal Employees' Retirement System of Michigan  
1134 Municipal Way  
Lansing, Michigan 48917

This report presents the results of the Annual Actuarial Valuation, prepared as of December 31, 2017. The report includes the determination of liabilities and contribution rates resulting from the participation of Swartz Creek, City of (2504) in the Municipal Employees' Retirement System of Michigan ("MERS"). MERS is an independent, professional retirement services company that was created to administer retirement plans for Michigan municipalities on a not-for-profit basis. This report contains the minimum actuarially determined contribution requirement, in alignment with the MERS Plan Documents, funding policy and Michigan Constitution. Swartz Creek, City of is responsible for the employer contributions needed to provide MERS benefits for its employees and former employees under the Michigan Constitution and the MERS Plan Document.

The purpose of the December 31, 2017 annual actuarial valuation is to:

- Measure funding progress
- Establish contribution requirements for the fiscal year beginning July 1, 2019
- Provide actuarial information in connection with applicable Governmental Accounting Standards Board (GASB) statements

This valuation report should not be relied upon for any other purpose. Reliance on information contained in this report by anyone for anything other than the intended purpose could be misleading.

The valuation uses financial data, plan provision data, and participant data as of December 31, 2017 furnished by MERS. In accordance with Actuarial Standards of Practice No. 23, the data was checked for internal and year to year consistency as well as general reasonableness, but was not otherwise audited. CBIZ Retirement Plan Services does not assume responsibility for the accuracy or completeness of the data used in this valuation.

The actuarial assumptions and methods are adopted by the MERS Retirement Board, and are reviewed every five years in an Experience Study. The most recent study was completed in 2015. Please refer to the division-specific assumptions described in table(s) in this report, and to the Appendix on the MERS website at:

[www.mersofmich.com/Portals/0/Assets/Resources/AAV-Appendix/MERS-2017AnnualActuarialValuation-Appendix.pdf](http://www.mersofmich.com/Portals/0/Assets/Resources/AAV-Appendix/MERS-2017AnnualActuarialValuation-Appendix.pdf).



The actuarial assumptions used for this valuation produce results that we believe are reasonable.

To the best of our knowledge, this report is complete and accurate, was prepared in conformity with generally recognized actuarial principles and practices, with the Actuarial Standards of Practice issued by the Actuarial Standards Board, and is in compliance with Act No. 220 of the Public Acts of 1996, as amended, and the MERS Plan Document as revised. All of the undersigned are members of the American Academy of Actuaries (MAAA), and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein. The Retirement Board of the Municipal Employees' Retirement System of Michigan confirms that the System provides for payment of the required employer contribution as described in Section 20m of Act No. 314 of 1965 (MCL 38.1140m).

This information is purely actuarial in nature. It is not intended to serve as a substitute for legal, accounting or investment advice.

**This report was prepared at the request of the Retirement Board and may be provided only in its entirety by the municipality to other interested parties (MERS customarily provides the full report on request to associated third parties such as the auditor for the municipality). CBIZ Retirement Plan Services is not responsible for the consequences of any unauthorized use.**

You should notify MERS if you disagree with anything contained in the report or are aware of any information that would affect the results of the report that have not been communicated to us. If you have reason to believe that the plan provisions are incorrectly described, that important plan provisions relevant to this valuation are not described, that conditions have changed since the calculations were made, that the information provided in this report is inaccurate or is in anyway incomplete, or if you need further information in order to make an informed decision on the subject matter in this report, please contact your Regional Manager at 1.800.767.MERS (6377).

Sincerely,

Cathy Nagy, MAAA, FSA  
Jim Koss, MAAA, ASA  
Curtis Powell, MAAA, EA

## TABLE OF CONTENTS

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	<b>Page</b>
Executive Summary	5
Employer Contribution Details	14
Table 1	
Benefit Provisions	15
Table 2	
Participant Summary	16
Table 3	
Reported Assets (Market Value)	17
Table 4	
Flow of Valuation Assets	18
Table 5	
Actuarial Accrued Liabilities and Valuation Assets	19
Table 6	
Actuarial Accrued Liabilities - Comparative Schedule	20
Table 7	
Division-Based Comparative Schedules	21
Tables 8 and 9	
Division-Based Layered Amortization Schedule	24
Table 10	
GASB 68 Information	26
Benefit Provision History	27
Plan Provisions, Actuarial Assumptions, and Actuarial Funding Method	29

## Executive Summary

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### Funded Ratio and Required Employer Contributions

The MERS Defined Benefit Plan is an agent multiple-employer plan, meaning that assets are pooled for investment purposes but separate accounts are maintained for each individual employer. Each municipality is responsible for their own plan liabilities; MERS does not borrow from one municipality's account to pay for another.

The funded ratio of a plan is the percentage of the dollar value of the accrued benefits that is covered by the actuarial value of assets.

#### Your Funded Ratio:

	12/31/2017 *	12/31/2016
<b>Funded Ratio</b>	99%	92%

\* Reflects assets from Surplus divisions, if any.

Michigan Law requires that pension plans be pre-funded, meaning money is set aside now to pay for future benefits. Pension plans are usually funded by employer and employee contributions, and investment income.

How quickly a plan attains the 100% funding goal depends on many factors such as:

- The current funded ratio
- The future experience of the plan
- The amortization period

It is more important to look at the trend in the funded ratio over a period of time than at a particular point in time.

**Your Required Employer Contributions:**

Your computed employer contributions are shown in the following table. Employee contributions, if any, are in addition to the computed employer contributions. Changes to the assumptions and methods based on the 2015 Experience Study were first reflected in the December 31, 2015 valuations. The impact of these changes is being phased-in over a 5 year period. The phase-in allows the employer to spread the impact of the new assumptions over 5 fiscal years. This valuation reflects the third year of the phase-in.

Your minimum required contribution is the amount in the “Phase-in” columns. By default, MERS will invoice you the phased-in contribution amount, but strongly encourages you to contribute more than the minimum required contribution. If for 2018 your municipality is making employer contributions based on rates without the phase-in applied, contact MERS to ensure the No Phase-in rate is used again for 2019 and not the defaulted phase-in rates.

	Percentage of Payroll				Monthly \$ Based on Projected Payroll			
	Phase-in	No Phase-in	Phase-in	No Phase-in	Phase-in	No Phase-in	Phase-in	No Phase-in
Valuation Date:	12/31/2017	12/31/2017	12/31/2016	12/31/2016	12/31/2017	12/31/2017	12/31/2016	12/31/2016
Fiscal Year Beginning:	July 1, 2019	July 1, 2019	July 1, 2018	July 1, 2018	July 1, 2019	July 1, 2019	July 1, 2018	July 1, 2018
<b>Division</b>								
01 - AFSCME	-	-	-	-	\$ 0	\$ 0	\$ 0	\$ 0
02 - Pol FOP	-	-	18.31%	19.46%	0	0	6,728	7,151
10 - Sprvsrs	-	-	-	-	0	719	0	0
<b>Municipality Total</b>					<b>\$ 0</b>	<b>\$ 719</b>	<b>\$ 6,728</b>	<b>\$ 7,151</b>

Employee contribution rates reflected in the valuations are shown below:

Valuation Date:	Employee Contribution Rate	
	12/31/2017	12/31/2016
<b>Division</b>		
01 - AFSCME	2.00%	2.00%
02 - Pol FOP	2.50%	2.50%
10 - Sprvsrs	4.00%	4.00%

The employer may contribute more than the minimum required contributions, as these additional contributions will earn investment income and may result in lower future contribution requirements. Employers making contributions in excess of the minimum requirements may elect to apply the excess contribution immediately to a particular division, or segregate the excess into one or more of what MERS calls “Surplus” divisions. An election in the first case would immediately reduce any unfunded accrued liability and lower the amortization payments throughout the remaining amortization period. An election to set up Surplus divisions would not immediately lower future contributions, however the

assets from the Surplus divisions could be transferred to an unfunded division in the future to reduce the unfunded liability in future years, or to be used to pay all or a portion of the minimum required contribution in a future year. For purposes of this report, the assets in any Surplus division have been included in the municipality's total assets, unfunded accrued liability and funded status, however, these assets are not used in calculating the minimum required contribution.

**MERS strongly encourages employers to contribute more than the minimum contribution shown above.**

If you are interested in making additional contributions, please contact MERS and they can assist you with evaluating your options.

**How and Why Do These Numbers Change?**

In a defined benefit plan, contributions vary from one annual actuarial valuation to the next as a result of the following:

- Changes in benefit provisions (see Table 2)
- Changes in actuarial assumptions and methods (see the [Appendix](#))
- Experience of the plan (investment experience and demographic experience); this is the difference between actual experience of the plan and the actuarial assumptions. For example:
  - o Lower actual investment returns would result in higher required employer contributions, and vice-versa.
  - o Smaller than assumed pay increases would lower required employer contributions.
  - o Reductions in the number of active employees would lower required contribution dollars, but would usually increase the contribution rate expressed as a percentage of (the now lower) payroll.
  - o Retirements at earlier ages than assumed would usually increase required employer contributions.
  - o More non-vested terminations of employment than assumed would decrease required contributions.
  - o More disabilities or survivor (death) benefits than assumed would increase required contributions.
  - o Longer lifetimes after retirement than assumed would increase required employer contributions.

Actuarial valuations do not affect the ultimate cost of the plan; the benefit payments (current and future) determine the cost of the plan. Actuarial valuations only affect the timing of the contributions into the plan. Because assumptions are for the long term, plan experience will not match the actuarial assumptions in any given year (except by coincidence). Each annual actuarial valuation will adjust the required employer contributions up or down based on the prior year's actual experience.

## Comments on Investment Return Assumption and Asset Smoothing

A defined benefit plan is funded by employer contributions, participant contributions, and investment earnings. Investment earnings have historically provided **more than half** of the funding. The larger the share of benefits being provided from investment returns, the smaller the required contributions, and vice versa. Determining the contributions required to prefund the promised retirement benefits requires an assumption of what investment earnings are expected to add to the fund over a long period of time. This is called the **Investment Return Assumption**.

The MERS Investment Return Assumption is **7.75%** per year. This, along with all of our other actuarial assumptions, is reviewed every five years in an Experience Study that compares the assumptions used against actual experience and recommends adjustments if necessary. If your municipality would like to explore contributions at lower investment return assumptions, please review the budget projection scenarios later in this report.

To avoid dramatic spikes and dips in annual contribution requirements due to short term fluctuations in asset markets, MERS applies a technique called **asset smoothing**. This spreads out each year's investment gains or losses over the prior year and the following four years. This smoothing method is used to determine your actuarial value of assets (valuation assets), which is then used to determine both your funded ratio and your required contributions. The (smoothed) **actuarial rate of return for 2017 was 6.08%, while the actual market rate of return was 13.07%**. To see historical details of the market rate of return, compared to the smoothed actuarial rate of return, refer to this report's [Appendix](#), or visit our [Defined Benefit resource page](#) on the MERS website.

As of December 31, 2017 the actuarial value of assets is 101% of market value due to asset smoothing. This means that meeting the actuarial assumption in the next few years will require average annual market returns that exceed the 7.75% investment return assumption, or contribution requirements will continue to increase.

If the December 31, 2017 valuation results were based on market value instead of the actuarial value:

- The funded percent of your entire municipality would be 98% (instead of 99%); and
- Your total employer contribution requirement for the fiscal year starting July 1, 2019 would be \$15,864 (instead of \$8,628).

## Risk Characteristics of Defined Benefit Plans

It is important to understand that Defined Benefit retirement plans, the plan sponsor, and the plan participants are exposed to certain risks. While risks cannot be eliminated entirely, they can be managed through various strategies. Below are a few examples of risk (this is not an all-inclusive list):

- Economic - investment return, wage inflation, etc.
- Demographic - longevity, disability, retirement, etc.
- Plan Sponsor and Employees - contribution volatility, attract/retain employees, etc.

The MERS Retirement Board adopts certain assumptions and methods to manage the economic and demographic risks, and the contribution volatility risks. For example, the investment risk is the largest economic risk and is managed by having a balanced portfolio and a clearly defined investment strategy. Demographic risks are managed by preparing special studies called experience studies on a regular basis to determine if the assumptions used are reasonable compared to the experience. An Experience Study is completed every five years to review the assumptions and methods. The next Experience Study will be completed in 2020.

Risk can also be managed through a plan design that provides benefits that are sustainable in the long run.

The Actuarial Standards Board has issued Actuarial Standards of Practice (ASOP) No. 51. This standard will be effective for any actuarial work with a measurement date on or after November 1, 2018. This means, the December 31, 2018 and later annual actuarial valuation reports for MERS will have to comply with this standard. This standard will require the actuary to identify risks that, in the actuary's professional judgment may significantly impact the plan's future financial condition. The actuary will have to assess the potential effects of the identified risks on the plan's future financial condition. The assessment may or may not be based on numerical calculations. However, the assessment should reflect the specifics of the plan (i.e. funded status, plan demographics, funding policy, etc.). If the actuary concludes that numerical calculations are necessary to assess the risk, the actuary can use various methods to quantify the risk such as scenario tests, sensitivity tests, stress tests, etc.

Some of these risk assessment measures have already been incorporated in the MERS annual valuation reports. For example, the projections of funded percentage and employer contributions shown on the following pages could be used to gauge the risk associated with long term investment rates of return different than the assumed 7.75% annual rate. A history of the municipality's funded percentage as shown in Table 7, could indicate the trend in funded status over time.

## Alternate Scenarios to Estimate the Potential Volatility of Results ("What If Scenarios")

The calculations in this report are based on assumptions about long-term economic and demographic behavior. These assumptions will never materialize in a given year, except by coincidence. Therefore

the results will vary from one year to the next. The volatility of the results depends upon the characteristics of the plan. For example:

- Open divisions that have substantial assets compared to their active employee payroll will have more volatile employer contribution rates due to investment return fluctuations.
- Open divisions that have substantial accrued liability compared to their active employee payroll will have more volatile employer contribution rates due to demographic experience fluctuations.
- Small divisions will have more volatile contribution patterns than larger divisions because statistical fluctuations are relatively larger among small populations.
- Shorter amortization periods result in more volatile contribution patterns.

The analysis in this section is intended to review the potential volatility of the actuarial valuation results. It is important to note that calculations in this report are mathematical estimates based upon assumptions regarding future events, which may or may not materialize. Actuarial calculations can and do vary from one valuation to the next, sometimes significantly depending on the group's size.

Many assumptions are important in determining the required employer contributions. In the table below, we show the impact of varying the Investment Return Assumption. Lower investment returns would result in higher required employer contributions, and vice-versa.

The relative impact of each investment return scenario below will vary from year to year, as the participant demographics change. The impact of each scenario should be analyzed for a given year, not from year to year. The results in the table are based on the December 31, 2017 valuation, and are for the municipality in total, not by division. These results do not reflect a 5-year phase in of the impact of the new actuarial assumptions.

	Assumed Future Annual Smoothed Investment Return Assumption			
	Lower Future Annual Returns		Valuation Assumption	Higher Returns
	5.75%	6.75%	7.75%	8.75%
<b>12/31/2017 Valuation Results</b>				
Accrued Liability	\$ 8,147,793	\$ 7,413,416	\$ 6,786,126	\$ 6,246,340
Valuation Assets <sup>1</sup>	\$ 6,699,505	\$ 6,699,505	\$ 6,699,505	\$ 6,699,505
Unfunded Accrued Liability	\$ 1,448,288	\$ 713,911	\$ 86,621	\$ (453,165)
<b>Funded Ratio</b>	82%	90%	99%	107%
Monthly Normal Cost	\$ 528	\$ 371	\$ 255	\$ 171
Monthly Amortization Payment	\$ 13,503	\$ 6,963	\$ (73)	\$ (4,822)
<b>Total Employer Contribution<sup>2</sup></b>	\$ 14,031	\$ 7,334	\$ 719	\$ 0

<sup>1</sup> The Valuation Assets include assets from Surplus divisions, if any.

<sup>2</sup> If assets exceed accrued liabilities for a division, the division's amortization payment is negative and is used to reduce the division's employer contribution requirement. If the overfunding credit is larger than the normal cost, the division's full credit is included in the municipality's amortization payment above but the division's total contribution requirement is zero. This can cause the displayed normal cost and amortization payment to not add up to the displayed total employer contribution.

## Projection Scenarios

The next two pages show projections of the plan's funded ratio and computed employer contributions under the actuarial assumptions used in the valuation and alternate assumed long-term investment return assumption scenarios. All four projections take into account the past investment losses that will continue to affect the actuarial rate of return in the short term. Under the 7.75% scenarios in the table on the next page, two sets of projections are shown:

- Based on the phase-in over 5 fiscal years (beginning in 2017) of the increased contribution requirements associated with the new actuarial assumptions. This projects your minimum required contribution.
- Based on no phase-in of the increased contribution requirements.

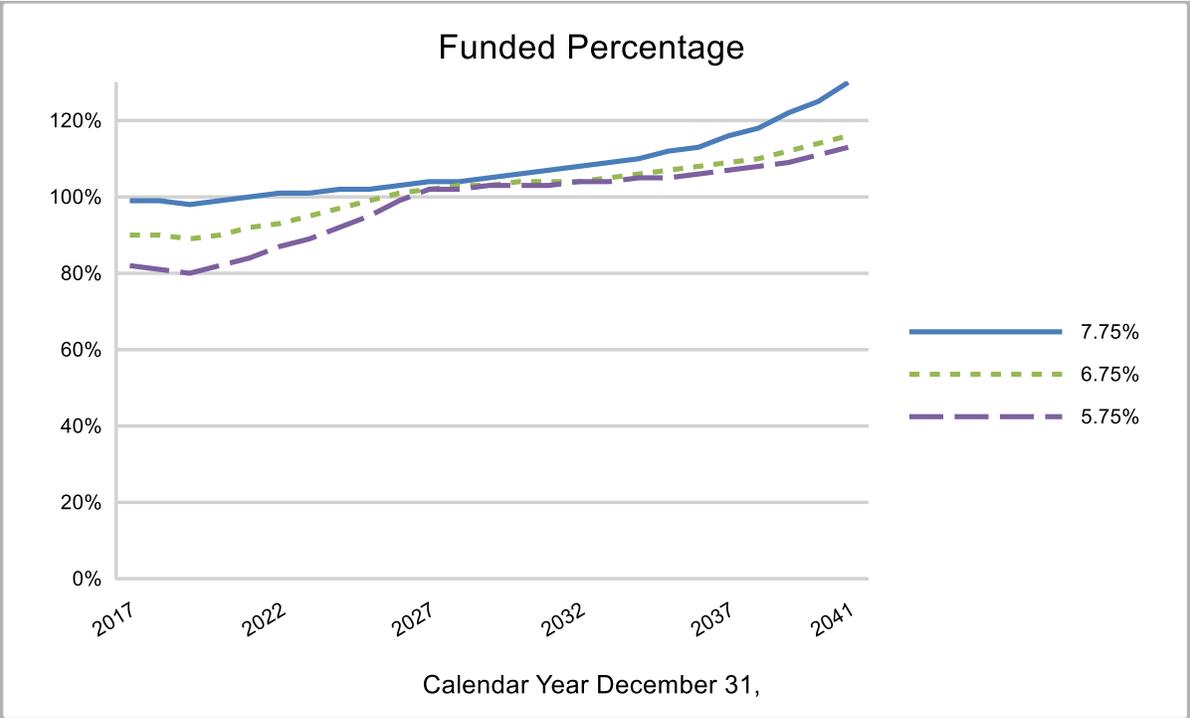
The 7.75% scenarios provide an estimate of computed employer contributions based on current actuarial assumptions, and a projected 7.75% market return. The other two scenarios may be useful if the municipality chooses to budget more conservatively, and make contributions in addition to the minimum requirements. The 6.75% and 5.75% projections provide an indication of the potential required employer contribution if MERS were to realize annual investment returns of 6.75% and 5.75% over the long-term.

The projections are shown both in tabular and graphical form in total for the employer. The tables show projections for six years. The graphs show projections for twenty five years.

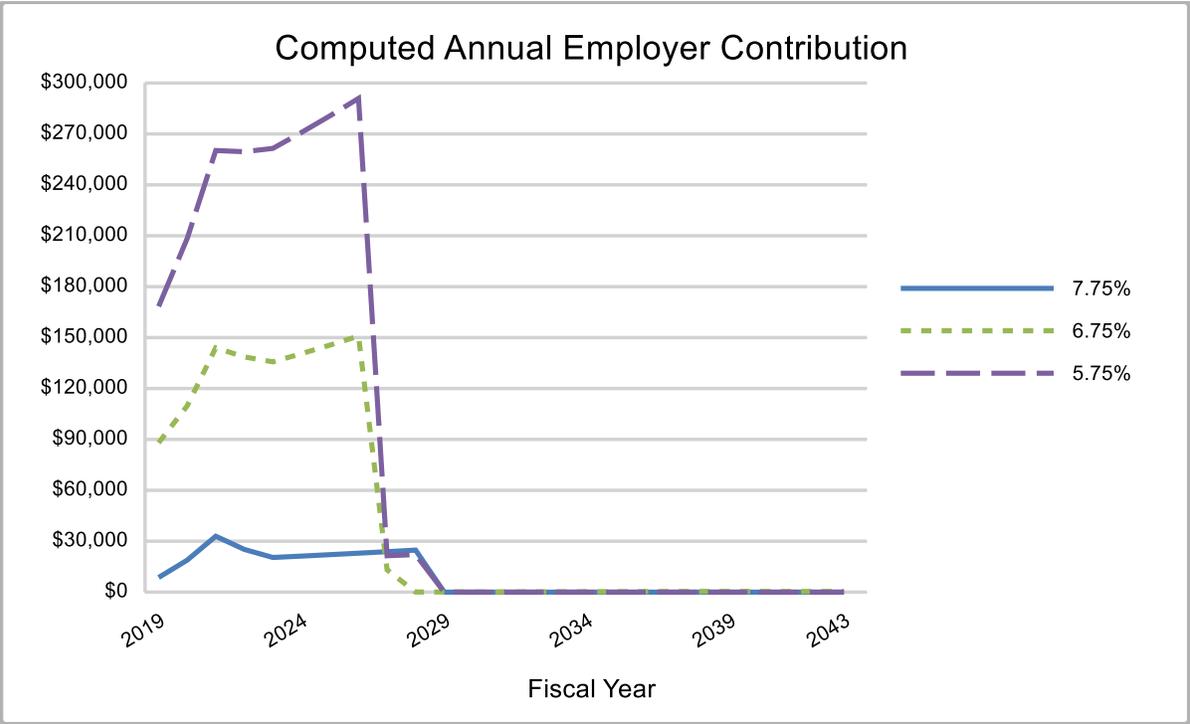
Valuation Year Ending 12/31	Fiscal Year Beginning 7/1	Actuarial Accrued Liability	Valuation Assets <sup>2</sup>	Funded Percentage	Computed Annual Employer Contribution
<b>7.75%<sup>1</sup></b>					
<b>WITH 5-YEAR PHASE-IN</b>					
2017	2019	\$ 6,786,126	\$ 6,699,505	99%	\$ 0
2018	2020	6,760,000	6,700,000	99%	7,000
2019	2021	6,700,000	6,550,000	98%	35,700
2020	2022	6,600,000	6,520,000	99%	28,000
2021	2023	6,490,000	6,480,000	100%	23,400
2022	2024	6,350,000	6,370,000	100%	24,300
<b>NO 5-YEAR PHASE-IN</b>					
2017	2019	\$ 6,786,126	\$ 6,699,505	99%	\$ 8,628
2018	2020	6,760,000	6,700,000	99%	18,900
2019	2021	6,700,000	6,550,000	98%	32,900
2020	2022	6,600,000	6,540,000	99%	25,200
2021	2023	6,490,000	6,500,000	100%	20,400
2022	2024	6,350,000	6,390,000	101%	21,200
<b>6.75%<sup>1</sup></b>					
<b>NO 5-YEAR PHASE-IN</b>					
2017	2019	\$ 7,413,416	\$ 6,699,505	90%	\$ 88,008
2018	2020	7,370,000	6,640,000	90%	110,000
2019	2021	7,280,000	6,460,000	89%	144,000
2020	2022	7,170,000	6,460,000	90%	139,000
2021	2023	7,020,000	6,460,000	92%	136,000
2022	2024	6,860,000	6,410,000	93%	141,000
<b>5.75%<sup>1</sup></b>					
<b>NO 5-YEAR PHASE-IN</b>					
2017	2019	\$ 8,147,793	\$ 6,699,505	82%	\$ 168,372
2018	2020	8,080,000	6,580,000	81%	208,000
2019	2021	7,960,000	6,370,000	80%	260,000
2020	2022	7,820,000	6,400,000	82%	260,000
2021	2023	7,650,000	6,440,000	84%	261,000
2022	2024	7,450,000	6,440,000	87%	271,000

<sup>1</sup> Represents both the interest rate for discounting liabilities and the future investment return assumption on the Market Value of assets.

<sup>2</sup> Valuation Assets do not include assets from Surplus divisions, if any.



Notes:  
All projected funded percentages are shown with no phase-in.



Notes:  
All projected contributions are shown with no phase-in.

## Employer Contribution Details For the Fiscal Year Beginning July 1, 2019

Table 1

Division	Total Normal Cost	Employee Contribut. Rate	Employer Contributions <sup>1</sup>			Computed Employer Contribut. With Phase-In	Blended ER Rate No Phase-In <sup>5</sup>	Blended ER Rate With Phase-In <sup>5</sup>	Employee Contribut. Conversion Factor <sup>2</sup>
			Employer Normal Cost	Payment of the Unfunded Accrued Liability <sup>4</sup>	Computed Employer Contribut. No Phase-In				
<b>Percentage of Payroll</b>									
01 - AFSCME	8.39%	2.00%	-	-	-	-			
10 - Sprvsrs	0.00%	4.00%	-	-	-	-			
<b>Estimated Monthly Contribution<sup>3</sup></b>									
01 - AFSCME			\$ 255	\$ (792)	\$ 0	\$ 0			
10 - Sprvsrs			0	719	719	0			
<b>Total Municipality</b>			<b>\$ 255</b>	<b>\$ (73)</b>	<b>\$ 719</b>	<b>\$ 0</b>			
<b>Estimated Annual Contribution<sup>3</sup></b>			<b>\$ 3,060</b>	<b>\$ (876)</b>	<b>\$ 8,628</b>	<b>\$ 0</b>			

<sup>1</sup> The above employer contribution requirements are in addition to the employee contributions, if any.

<sup>2</sup> If employee contributions are increased/decreased by 1.00% of pay, the employer contribution requirement will decrease/increase by the Employee Contribution Conversion Factor. The conversion factor is usually under 1%, because employee contributions may be refunded at termination of employment, and not used to fund retirement pensions. Employer contributions will all be used to fund pensions.

<sup>3</sup> For divisions that are open to new hires, estimated contributions are based on projected fiscal year payroll. Actual contributions will be based on actual reported monthly pays, and will be different from the above amounts. For divisions that will have no new hires (i.e. closed divisions), invoices will be based on the above dollar amounts which are based on projected fiscal year payroll. See description of Open Divisions and Closed Divisions in the [Appendix](#).

<sup>4</sup> If projected assets exceed projected liabilities as of the beginning of the July 1, 2019 fiscal year, the negative unfunded accrued liability is treated as overfunding credit and is used to reduce the contribution. This amortization is used to reduce the employer contribution rate. Note that if the overfunding credit is larger than the normal cost, the full credit is shown above but the total contribution requirement is zero. This will cause the displayed normal cost and unfunded accrued liability contributions to not add across.

<sup>5</sup> For linked divisions, the employer will be invoiced the Computed Employer Contribution with Phase-in rate shown above for each linked division (a contribution rate for the open division; a contribution dollar for the closed-but-linked division), unless the employer elects to contribute the Blended Employer Contribution rate shown above, by contacting MERS at 800-767-MERS (6377).

**Please see the Comments on Asset Smoothing in the Executive Summary of this report.**

## Benefit Provisions

Table 2

### 01 - AFSCME: Closed to new hires

	2017 Valuation	2016 Valuation
<b>Benefit Multiplier:</b>	2.00% Multiplier (no max)	2.00% Multiplier (no max)
<b>Normal Retirement Age:</b>	60	60
<b>Vesting:</b>	10 years	10 years
<b>Early Retirement (Unreduced):</b>	55/30	55/30
<b>Early Retirement (Reduced):</b>	50/25	50/25
	55/15	55/15
<b>Final Average Compensation:</b>	5 years	5 years
<b>Employee Contributions:</b>	2%	2%
<b>DC Plan for New Hires:</b>	7/1/1997	7/1/1997
<b>Act 88:</b>	Yes (Adopted 12/10/1970)	Yes (Adopted 12/10/1970)

### 02 - Pol FOP: Closed to new hires

	2017 Valuation	2016 Valuation
<b>Benefit Multiplier:</b>	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
<b>Normal Retirement Age:</b>	60	60
<b>Vesting:</b>	10 years	10 years
<b>Early Retirement (Unreduced):</b>	55/25	55/25
<b>Early Retirement (Reduced):</b>	50/25	50/25
	55/15	55/15
<b>Final Average Compensation:</b>	5 years	5 years
<b>Employee Contributions:</b>	2.50%	2.50%
<b>Act 88:</b>	Yes (Adopted 12/10/1970)	Yes (Adopted 12/10/1970)

### 10 - Sprvsrs: Closed to new hires

	2017 Valuation	2016 Valuation
<b>Benefit Multiplier:</b>	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
<b>Normal Retirement Age:</b>	60	60
<b>Vesting:</b>	10 years	10 years
<b>Early Retirement (Unreduced):</b>	50/25	50/25
<b>Early Retirement (Reduced):</b>	55/15	55/15
<b>Final Average Compensation:</b>	3 years	3 years
<b>COLA for Future Retirees:</b>	2.50% (Non-Compound)	2.50% (Non-Compound)
<b>COLA for Current Retirees:</b>	2.50% (Non-Compound)	2.50% (Non-Compound)
<b>Employee Contributions:</b>	4%	4%
<b>DC Plan for New Hires:</b>	7/1/1997	7/1/1997
<b>Act 88:</b>	Yes (Adopted 12/10/1970)	Yes (Adopted 12/10/1970)

## Participant Summary

**Table 3**

Division	2017 Valuation		2016 Valuation		2017 Valuation		
	Number	Annual Payroll <sup>1</sup>	Number	Annual Payroll <sup>1</sup>	Average Age	Average Benefit Service <sup>2</sup>	Average Eligibility Service <sup>2</sup>
<b>01 - AFSCME</b>							
Active Employees	2	\$ 104,656	2	\$ 109,768	60.7	40.0	40.0
Vested Former Employees	0	0	0	0	0.0	0.0	0.0
Retirees and Beneficiaries	6	112,968	6	112,968	67.8		
<b>02 - Pol FOP</b>							
Active Employees	0	\$ 0	6	\$ 402,128	0.0	0.0	0.0
Vested Former Employees	0	0	1	9,681	0.0	0.0	0.0
Retirees and Beneficiaries	0	0	4	97,475	0.0		
<b>10 - Sprvsrs</b>							
Active Employees	0	\$ 0	0	\$ 0	0.0	0.0	0.0
Vested Former Employees	0	0	0	0	0.0	0.0	0.0
Retirees and Beneficiaries	9	408,109	9	400,350	66.3		
<b>Total Municipality</b>							
<b>Active Employees</b>	<b>2</b>	<b>\$ 104,656</b>	<b>8</b>	<b>\$ 511,896</b>	<b>60.7</b>	<b>40.0</b>	<b>40.0</b>
<b>Vested Former Employees</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>9,681</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Retirees and Beneficiaries</b>	<b>15</b>	<b>521,077</b>	<b>19</b>	<b>610,793</b>	<b>66.9</b>		
<b>Total Participants</b>	<b>17</b>		<b>28</b>				

<sup>1</sup> Annual payroll for active employees; annual deferred benefits payable for vested former employees; annual benefits being paid for retirees and beneficiaries.

<sup>2</sup> Description can be found under Miscellaneous and Technical Assumptions in the [Appendix](#).

## Reported Assets (Market Value)

**Table 4**

Division	2017 Valuation		2016 Valuation	
	Employer and Retiree <sup>1</sup>	Employee <sup>2</sup>	Employer and Retiree <sup>1</sup>	Employee <sup>2</sup>
01 - AFSCME	\$ 1,862,652	\$ 91,383	\$ 1,740,453	\$ 87,748
02 - Pol FOP	0	0	1,107,023	107,599
10 - Sprvsrs	4,670,474	0	4,442,956	0
<b>Municipality Total</b>	<b>\$ 6,533,126</b>	<b>\$ 91,383</b>	<b>\$ 7,290,432</b>	<b>\$ 195,347</b>
<b>Combined Assets</b>	<b>\$6,624,509</b>		<b>\$7,485,779</b>	

<sup>1</sup> Reserve for Employer Contributions and Benefit Payments

<sup>2</sup> Reserve for Employee Contributions

The December 31, 2017 valuation assets (actuarial value of assets) are equal to 1.011321 times the reported market value of assets (compared to 1.077095 as of December 31, 2016). The derivation of valuation assets is described, and detailed calculations of valuation assets are shown, in the [Appendix](#).

## Flow of Valuation Assets

**Table 5**

Year Ended 12/31	Employer Contributions		Employee Contributions	Investment Income (Valuation Assets)	Benefit Payments	Employee Contribution Refunds	Net Transfers	Valuation Asset Balance
	Required	Additional						
2007	\$ 191,560		\$ 20,130	\$ 579,232	\$ (452,612)	\$ 0	\$ 8,708	\$ 7,493,467
2008	269,931		19,852	328,996	(457,016)	0	0	7,655,230
2009	282,204		19,305	338,223	(473,728)	0	0	7,821,234
2010	196,337		17,509	392,938	(527,731)	0	24,509	7,924,796
2011	87,502	\$ 11,723	16,224	349,365	(559,713)	0	0	7,829,897
2012	79,273	6	16,443	313,076	(518,919)	0	0	7,719,776
2013	85,735	3	14,323	425,428	(533,278)	0	0	7,711,987
2014	97,181	0	13,279	418,854	(583,933)	0	0	7,657,368
2015	100,374	111,999	11,529	348,798	(654,308)	0	0	7,575,760
2016	94,061	564,769	12,248	434,113	(618,056)	0	0	8,062,895
2017	50,402	26,976	3,697	326,892	(545,810)	0	(1,225,547)	6,699,505

**Notes:**

Transfers in and out are usually related to the transfer of participants between municipalities, and to employer and employee payments for service credit purchases (if any) that the governing body has approved.

Additional employer contributions, if any, are shown separately starting in 2011. Prior to 2011, additional contributions are combined with the required employer contributions.

The investment income column reflects the recognized investment income based on Valuation Assets. It does not reflect the market value investment return in any given year.

The Valuation Assets include assets from Surplus divisions, if any.

## Actuarial Accrued Liabilities and Valuation Assets As of December 31, 2017

**Table 6**

Division	Actuarial Accrued Liability	Valuation Assets <sup>1</sup>	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
01 - AFSCME				
Active Employees	\$ 781,418	\$ 824,236	105.5%	\$ (42,818)
Vested Former Employees	0	0	0.0%	0
Retirees And Beneficiaries	1,151,921	1,151,921	100.0%	0
Pending Refunds	0	0	0.0%	0
<b>Total</b>	<b>\$ 1,933,339</b>	<b>\$ 1,976,157</b>	<b>102.2%</b>	<b>\$ (42,818)</b>
10 - Sprvsrs				
Active Employees	\$ 0	\$ 0	0.0%	\$ 0
Vested Former Employees	0	0	0.0%	0
Retirees And Beneficiaries	4,852,787	4,723,348	97.3%	129,439
Pending Refunds	0	0	0.0%	0
<b>Total</b>	<b>\$ 4,852,787</b>	<b>\$ 4,723,348</b>	<b>97.3%</b>	<b>\$ 129,439</b>
<b>Total Municipality</b>				
<b>Active Employees</b>	<b>\$ 781,418</b>	<b>\$ 824,236</b>	<b>105.5%</b>	<b>\$ (42,818)</b>
<b>Vested Former Employees</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>Retirees and Beneficiaries</b>	<b>6,004,708</b>	<b>5,875,269</b>	<b>97.8%</b>	<b>129,439</b>
<b>Pending Refunds</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>Total</b>	<b>\$ 6,786,126</b>	<b>\$ 6,699,505</b>	<b>98.7%</b>	<b>\$ 86,621</b>

<sup>1</sup> Includes both employer and employee assets.

**Please see the Comments on Asset Smoothing in the Executive Summary of this report.**

## Actuarial Accrued Liabilities - Comparative Schedule

**Table 7**

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2003	\$ 6,934,536	\$ 6,503,853	94%	\$ 430,683
2004	7,570,708	6,653,737	88%	916,971
2005	7,576,107	6,813,379	90%	762,728
2006	8,013,556	7,146,449	89%	867,107
2007	8,092,795	7,493,467	93%	599,328
2008	8,140,864	7,655,230	94%	485,634
2009	8,337,631	7,821,234	94%	516,397
2010	8,532,967	7,924,796	93%	608,171
2011	8,597,380	7,829,897	91%	767,483
2012	8,184,102	7,719,776	94%	464,326
2013	8,235,676	7,711,987	94%	523,689
2014	8,657,510	7,657,368	88%	1,000,142
2015	9,174,180	7,575,760	83%	1,598,420
2016	8,781,556	8,062,895	92%	718,661
2017	6,786,126	6,699,505	99%	86,621

Notes: Actuarial assumptions were revised for the 2004, 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.  
The Valuation Assets include assets from Surplus divisions, if any.

## Division 01 - AFSCME

Table 8-01: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2007	\$ 1,569,442	\$ 1,490,370	95%	\$ 79,072
2008	1,603,493	1,542,508	96%	60,985
2009	1,715,180	1,576,164	92%	139,016
2010	1,736,708	1,574,133	91%	162,575
2011	1,755,979	1,577,034	90%	178,945
2012	1,740,956	1,563,818	90%	177,138
2013	1,758,360	1,579,950	90%	178,410
2014	1,822,679	1,592,868	87%	229,811
2015	1,926,030	1,626,153	84%	299,877
2016	1,944,441	1,969,146	101%	(24,705)
2017	1,933,339	1,976,157	102%	(42,818)

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-01: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution <sup>1</sup>	Employee Contribution Rate <sup>2</sup>
	Number	Annual Payroll		
2007	4	\$ 182,096	\$ 1,099	2.00%
2008	4	183,115	\$ 1,257	2.00%
2009	3	135,983	\$ 1,562	2.00%
2010	3	137,886	\$ 1,793	2.00%
2011	3	137,139	\$ 2,072	2.00%
2012	3	137,577	\$ 2,259	2.00%
2013	3	139,994	\$ 2,607	2.00%
2014	2	108,915	\$ 3,833	2.00%
2015	2	106,804	\$ 5,577	2.00%
2016	2	109,768	\$ 0	2.00%
2017	2	104,656	\$ 0	2.00%

<sup>1</sup> For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

<sup>2</sup> For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

**Note:** The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 27 for past benefit provision changes.

Division 02 - Pol FOP

**Table 8-02: Actuarial Accrued Liabilities - Comparative Schedule**

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2007	\$ 1,233,201	\$ 1,065,577	86%	\$ 167,624
2008	1,303,814	1,096,857	84%	206,957
2009	1,302,013	1,128,957	87%	173,056
2010	1,470,272	1,176,568	80%	293,704
2011	1,511,664	1,156,988	77%	354,676
2012	1,545,374	1,133,808	73%	411,566
2013	1,536,562	1,130,512	74%	406,050
2014	1,682,660	1,158,230	69%	524,430
2015	1,849,918	1,241,153	67%	608,765
2016	1,974,177	1,308,263	66%	665,914

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

**Table 9-02: Computed Employer Contributions - Comparative Schedule**

Valuation Date December 31	Active Employees		Computed Employer Contribution <sup>1</sup>	Employee Contribution Rate <sup>2</sup>
	Number	Annual Payroll		
2007	6	\$ 340,792	9.87%	2.50%
2008	6	351,407	11.05%	2.50%
2009	5	289,944	11.10%	2.50%
2010	4	247,521	14.57%	2.50%
2011	4	252,140	15.80%	2.50%
2012	4	249,811	17.99%	2.50%
2013	4	210,810	19.87%	2.50%
2014	6	366,483	16.47%	2.50%
2015	6	375,735	18.95%	2.50%
2016	6	402,128	19.46%	2.50%
2017	0	0	\$ 0	2.50%

<sup>1</sup> For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

<sup>2</sup> For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

**Note:** The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 27 for past benefit provision changes.

## Division 10 - Sprvsrs

Table 8-10: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2007	\$ 5,290,152	\$ 4,937,520	93%	\$ 352,632
2008	5,233,557	5,015,865	96%	217,692
2009	5,320,438	5,116,113	96%	204,325
2010	5,325,987	5,174,095	97%	151,892
2011	5,329,737	5,095,875	96%	233,862
2012	4,897,772	5,022,150	103%	(124,378)
2013	4,940,754	5,001,525	101%	(60,771)
2014	5,152,171	4,906,270	95%	245,901
2015	5,398,232	4,708,454	87%	689,778
2016	4,862,938	4,785,486	98%	77,452
2017	4,852,787	4,723,348	97%	129,439

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-10: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution <sup>1</sup>	Employee Contribution Rate <sup>2</sup>
	Number	Annual Payroll		
2007	3	\$ 188,468	\$ 3,087	4.00%
2008	3	186,846	\$ 2,630	4.00%
2009	3	183,159	\$ 2,415	4.00%
2010	3	186,680	\$ 2,106	4.00%
2011	3	179,431	\$ 2,944	4.00%
2012	3	186,142	\$ 0	4.00%
2013	2	124,816	\$ 0	4.00%
2014	0	0	\$ 4,321	0.00%
2015	0	0	\$ 13,379	0.00%
2016	0	0	\$ 0	4.00%
2017	0	0	\$ 719	4.00%

<sup>1</sup> For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

<sup>2</sup> For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

**Note:** The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 27 for past benefit provision changes.

## Division 01 - AFSCME

**Table 10-01: Layered Amortization Schedule**

Type of UAL	Date Established	Original Balance <sup>1</sup>	Original Amortization Period <sup>2</sup>	Amounts for Fiscal Year Beginning 7/1/2019		
				Outstanding UAL Balance <sup>3</sup>	Remaining Amortization Period <sup>2</sup>	Annual Amortization Payment
(Gain)/Loss	12/31/2016	\$ (102,313)	10	\$ (108,775)	9	\$ (14,520)
(Gain)/Loss	12/31/2017	36,678	10	41,023	10	5,016
<b>Total</b>				<b>\$ (67,752)</b>		<b>\$ (9,504)</b>

<sup>1</sup> For each type of UAL (layer), this is the original balance as of the date the layer was established.

<sup>2</sup> According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see [Appendix](#) on MERS website).

<sup>3</sup> This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2017 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2017 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the [Appendix](#) on the MERS website for a detailed description of the amortization policy.

**Division 10 - Sprvsrs**

**Table 10-10: Layered Amortization Schedule**

Type of UAL	Date Established	Original Balance <sup>1</sup>	Original Amortization Period <sup>2</sup>	Amounts for Fiscal Year Beginning 7/1/2019		
				Outstanding UAL Balance <sup>3</sup>	Remaining Amortization Period <sup>2</sup>	Annual Amortization Payment
(Gain)/Loss	12/31/2017	\$ 63,029	10	\$ 70,496	10	\$ 8,628
<b>Total</b>				<b>\$ 70,496</b>		<b>\$ 8,628</b>

<sup>1</sup> For each type of UAL (layer), this is the original balance as of the date the layer was established.

<sup>2</sup> According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see [Appendix](#) on MERS website).

<sup>3</sup> This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2017 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2017 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the [Appendix](#) on the MERS website for a detailed description of the amortization policy.

## GASB 68 Information

The following information has been prepared to provide some of the information necessary to complete GASB Statement No. 68 disclosures. Statement 68 is effective for fiscal years beginning after June 15, 2014. Additional resources, including an Implementation Guide, are available at [www.mersofmich.com](http://www.mersofmich.com).

Actuarial Valuation Date:	12/31/2017
Measurement Date of Total Pension Liability (TPL):	12/31/2017

At 12/31/2017, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits:	15
Inactive employees entitled to but not yet receiving benefits:	0
Active employees:	<u>2</u>
	17

Covered employee payroll: (Needed for Required Supplementary Information)	\$	104,656
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Average expected remaining service lives of all employees (active and inactive):	0
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Total Pension Liability as of 12/31/2016 measurement date:	\$	8,577,606
--	----	-----------

Total Pension Liability as of 12/31/2017 measurement date:	\$	6,643,644
--	----	-----------

Service Cost for the year ending on the 12/31/2017 measurement date:	\$	8,163
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Change in the Total Pension Liability due to:

- Benefit changes <sup>1</sup> :	\$	(2,036,121)
- Differences between expected and actual experience <sup>2</sup> :	\$	(24,897)
- Changes in assumptions <sup>2</sup> :	\$	0

<sup>1</sup> A change in liability due to benefit changes is immediately recognized when calculating pension expense for the year.

<sup>2</sup> Changes in liability due to differences between actual and expected experience, and changes in assumptions, are recognized in pension expense over the average remaining service lives of all employees.

Sensitivity of the Net Pension Liability to changes in the discount rate:

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
Change in Net Pension Liability as of 12/31/2017:	\$ 603,760	-	\$ (520,472)

Note: The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because for GASB 68 purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes it is net of administrative expenses.

## Benefit Provision History

The following benefit provision history is provided by MERS. Any corrections to this history or discrepancies between this information and information displayed elsewhere in the valuation report should be reported to MERS. All provisions are listed by date of adoption.

### 01 - AFSCME

12/1/2016	Service Credit Purchase Estimates - No
7/1/2004	Benefit F55 (With 30 Years of Service)
7/1/2004	Member Contribution Rate 2.00%
7/1/1997	DC Adoption Date 07-01-1997
7/1/1994	Benefit B-2
7/1/1991	Benefit B-1
7/1/1988	Member Contribution Rate 0.00%
12/10/1970	Covered by Act 88
7/1/1970	Benefit C-1 (Old)
7/1/1966	Member Contribution Rate 3.00% Under \$4,200.00 - Then 5.00%
7/1/1966	Benefit FAC-5 (5 Year Final Average Compensation)
7/1/1966	10 Year Vesting
7/1/1966	Benefit C (Old)
	Fiscal Month - July
	Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years
	Defined Benefit Normal Retirement Age - 60

### 02 - Pol FOP

12/1/2016	Service Credit Purchase Estimates - No
1/1/2001	Benefit B-4 (80% max)
1/1/2001	Benefit F55 (With 25 Years of Service)
1/1/2001	Member Contribution Rate 2.50%
7/1/1991	Benefit B-3 (80% max)
7/1/1988	Member Contribution Rate 0.00%
12/10/1970	Covered by Act 88
7/1/1970	Benefit C-1 (Old)
7/1/1966	Benefit FAC-5 (5 Year Final Average Compensation)
7/1/1966	10 Year Vesting
7/1/1966	Member Contribution Rate 3.00% Under \$4,200.00 - Then 5.00%
7/1/1966	Benefit C (Old)
	Fiscal Month - July
	Defined Benefit Normal Retirement Age - 60
	Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

### 10 - Sprvsrs

12/1/2016	Service Credit Purchase Estimates - No
7/1/1997	DC Adoption Date 07-01-1997
1/1/1992	E2 2.5% COLA for future retirees (07/01/1991)
1/1/1992	E1 2.5% COLA for past retirees (07/01/1991)
7/1/1991	Benefit FAC-3 (3 Year Final Average Compensation)

**10 - Sprvsrs**

7/1/1991	Benefit B-4 (80% max)
7/1/1991	Member Contribution Rate 4.00%
7/1/1988	Benefit FAC-5 (5 Year Final Average Compensation)
7/1/1988	10 Year Vesting
7/1/1988	Benefit C-1 (Old)
7/1/1988	Benefit F50 (With 25 Years of Service)
7/1/1988	Member Contribution Rate 1.00%
12/10/1970	Covered by Act 88
	Fiscal Month - July
	Defined Benefit Normal Retirement Age - 60
	Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

## Plan Provisions, Actuarial Assumptions, and Actuarial Funding Method

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Details on MERS plan provisions, actuarial assumptions, and actuarial methodology can be found in the [Appendix](#). Some actuarial assumptions are specific to this municipality and its divisions. These are listed below.

### Increase in Final Average Compensation

Division	FAC Increase Assumption
All Divisions	2.00%

### Withdrawal Rate Scaling Factor

Division	Withdrawal Rate Scaling Factor
All Divisions	100%

### Miscellaneous and Technical Assumptions

Loads – None.

### Amortization Policy for Closed Divisions

Closed Division	Amortization Option
01 - AFSCME	Accelerated to 5-Year Amortization
02 - Pol FOP	Non-Accelerated Amortization
10 - Sprvsrs	Accelerated to 5-Year Amortization

Please see the [Appendix](#) on the MERS website for a detailed description of the amortization options available for closed divisions within an open municipality.

## Adam Zettel

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**From:** Erik Jamison  
**Sent:** Monday, June 25, 2018 4:53 PM  
**To:** Adam Zettel  
**Cc:**  
**Subject:** Smoothie Shop city council agenda item  
**Attachments:** LCC106\_507425\_7.pdf

Adam,

We are in the process of acquiring a Class C liquor license for our downtown location at 5015 Holland Drive. According to the Liquor Control Commission, there is one on premises license available for Swartz Creek city and we are actively pursuing it. As part of that process, we must submit a resolution passed by the city council that recommends The Smoothie Shop LLC's application be considered for approval by the Michigan Liquor Control Commission.

Attached is the form we are required to submit along with our application. We would like the resolution added to the agenda of the next possible meeting.

Thanks and let me know if you need any additional information.

Erik Jamison / Owner  
Smoothie Shop LLC



**Local Government Approval**  
(Authorized by MCL 436.1501)

**Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

**Instructions for Local Legislative Body:**

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a \_\_\_\_\_ meeting of the \_\_\_\_\_ council/board  
(regular or special) (township, city, village)

called to order by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_  
(date) (time)

the following resolution was offered:

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the application from \_\_\_\_\_  
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): \_\_\_\_\_  
(list specific licenses requested)

to be located at: \_\_\_\_\_

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

It is the consensus of this body that it \_\_\_\_\_ this application be considered for  
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the \_\_\_\_\_  
council/board at a \_\_\_\_\_ meeting held on \_\_\_\_\_  
(regular or special) (date) (township, city, village)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:  
Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

# Proposal



## C & H Construction Co., Inc.

9215 Grand Blanc Road  
GAINES, MICHIGAN 48436  
(810) 635-9411  
FAX (810) 635-4118

PROPOSAL SUBMITTED TO <b>City Of Swartz Creek , DPW</b>		PHONE <b>810 635-4464</b>	DATE <b>January 23, 2018</b>
STREET <b>8083 Civic Drive</b>		JOB NAME <b>24" RCP Storm Sewer Outlet into Creek</b>	
CITY, STATE and ZIP CODE <b>Swartz Creek , Michigan 48473</b>		JOB LOCATION <b>West of 5323 Miller Road +/- 150', Repair.</b>	
ARCHITECT <b>Per City Specifications</b>	DATE OF PLANS <b>January 2018</b>	<b>at side slope of North Bank.</b>	JOB PHONE <b>1 517 719-8071</b>

**We Propose** hereby to furnish material and labor — complete in accordance with specifications below, for the sum of:

Payment to be made as follows: \_\_\_\_\_ dollars (\$ \_\_\_\_\_).

**Payable as per City's Pay Cycle.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature Michael Costa VP

Note: This proposal may be withdrawn by us if not accepted within 45 days.

We hereby submit specifications and estimates for:

For : The repair of a 24" RCP Storm Sewer Outlet into The West Branch of Swartz Creek . The repair also includes clearing of trees and brush in right of way and around area of repair.

Job Description , Quantities and Totals are as follows.

1.) Clearing all trees and brush necessary in right of way and around storm outlet for repair, including offsite disposal of debris.	1	Each	2,000.00
2.) Retrieving pipe debris from creek flow channel.	1	Each	350.00
3.) Excavating down on existing storm sewer piping, back 20'L.F toward Miller Road to check the integrity of pipe and wrap joints.	1	Each	950.00
4.) Supply and install 1" by 3" Crushed Concrete Stone Mix subbase to stabilize the installation of 24" Diameter storm sewer and new flared End Section .	50	Tons	1,750.00
5.) Installation of new 24" Dia. RCP Storm Sewer.	32'	L.F.	2,240.00
6.) Installation of new 24" Dia. Storm Sewer Flared End Section.	1	Each	500.00
7.) Supply and Placement of clay side slope material around and over pipe from water level and top of bank.	+ or - 150	Yards	1,897.50
8.) Supply and Placement of 5" to 10" Natural Stone Rip-Rap around F.E.S. and up the side slope.	35	Tons	1,977.50
9.) Clean-up restoration of site, including seeding and straw mulch	1	Each	1,435.00

Total As Listed, ➔ \$ 13,100.00

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_