

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Monday December 15, 2008 7:00 P.M.  
City Hall 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. Regular Council Meeting of December 8, 2008 MOTION Pg. 7,10-16
5. **APPROVE AGENDA**
  - 5A. Proposed / Amended Agenda MOTION Pg. 7
6. **REPORTS & COMMUNICATIONS:**
  - 6A. [City Manager's Report](#) (Agenda Item) MOTION Pg. 7,2-6
  - 6B. 2007-2008 FY Audit (Separate File) (Agenda Item) DISK
  - 6C. Elms Park Reservation, Kiwanis Art Fair (Agenda Item) Pg. 10-16
  - 6D. Appropriation, Design Engineering, Morrish Road South Project (Agenda Item) Pg. 17-24
  - 6E. Appropriation, MML Annual Dues Renewal (Agenda Item) Pg. 25-26
  - 6F. LCC License Transfer, Hank & Don's Tavern (Agenda Item) Pg. 27-29
  - 6G. 911 Consortium Audit Pg. 30-70
  - 6H. County MPO Letter, Infrastructure Projects Pg. 71-74
  - 6I. WWS Notice, Sewer Rate Increase Pg. 75-77
  - 6J. MML Capital Conference Registration Packet Pg. 78-85
  - 6K. DDA Notice Pg. 86-91
  - 6L. Consumer's Energy rate Increase Hearing Notice Pg. 92-94
  - 6M. Legislative Updates Pg. 95-98
  - 6N. MML Legislative Governance Committee Notice Pg. 99-101
  - 6O. Census Data Pg. 102-103
  - 6P. Open House Notice Pg. 104
7. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
  - 8A. 2007-2008 Fiscal Audit Results, Plante-Moran RESO. Pg. 8
  - 8B. Elms Park Reservation & Fee Waiver Request, Art fair RESO. Pg. 8,10-16
  - 8C. Appropriation, Design & Traffic Engineering, Morrish Road South RESO. Pg. 9,17-24
  - 8D. Appropriation, Annual MML Dues RESO. Pg. 9,25-26
  - 8E. LCC Liquor License Transfer, Hank & Don's Tavern RESO. Pg. 9,27-29
9. **MEETING OPENED TO THE PUBLIC:**
  - 9A. General Public Comments
10. **REMARKS BY COUNCILMEMBER'S:**
11. **ADJOURNMENT:** MOTION N/A

**City of Swartz Creek**  
**CITY MANAGER'S REPORT**  
Regular Council Meeting of Monday December 15, 2008 7:00 P.M.

**TO:** Honorable Mayor, Mayor Pro-Tem & Council Members  
**FROM:** PAUL BUECHE // City Manager  
**DATE:** 12-December-2008

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## OLD / ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

- ✓ **BOARDS & COMMISSIONS** (*Status*)  
I will have a copy of the updated Boards & Commissions for the next meeting.
- ✓ **PERSONNEL POLICIES & PROCEDURES** (*Status*)  
The staff continues to meet with Mr. Nottley and will be back with a final draft shortly.
- ✓ **DISASTER, EMERGENCY RESPONSE POLICY COMMITTEE** (*Status*)  
We should be back before the Council for discussion on this in the near future.
- ✓ **VETERANS MEMORIAL** (*Status*)  
Nothing New.
- ✓ **NON-RESIDENT SERVICES STUDY, RAUBINGER BRIDGE** (*Status*)  
The Raubinger Bridge Project has a tentative start date of July 2009.
- ✓ **OVERHEAD UTILITY REORGANIZATION PROJECT** (*Status*)  
As we discussed, the utility companies have lobbied the passing of a number of pieces of legislation that have stripped us of virtually all control of our rights of way. In regards to the aesthetics, we have little power other than to pay for changes. The next step is to get a contractor's quote for the second round of the technical review of the poles. From here, we may have some power by filing complaints on the safety issues. REI is getting a quote together from their survey division and should be back with it shortly. My thinking is to narrow down the inventory to the downtown, Miller & Elms and Bristol Road. This will hold the cost down and we can always go back and pick up additional sections of the City.
- ✓ **MAJOR STREET FUND, TRAFFIC IMPROVEMENTS** (*See Individual Category*)
  - BRISTOL ROAD T.I.P. PROJECT, VERIZON INVOICE** (*Status*)  
As of yet, no check from Verizon.
  - THREE LANE CONVERSION, STRIPING** (*Resolution*)  
We have looked at both Morrish and Miller, regarding repairs and the three-lane concept. For Morrish (from I-69 to the south City limit), the road is in fairly good condition, but is at the point where we can spend a moderate amount of money and extend the life another 10-15 years, or we can wait 5-7 years and begin the process to spend a fortune to re-construct it. As the Council is aware, the section from I-69 to Bristol (Meijer's) is designed as three lanes. This needs to be continued south of I-69. The conversion over the I-69 Bridge, from three lanes, to two and back to three is easy. The center turn lane drops away and then resumes. Three to four and back does not work as well, as we saw with the Miller Seymour area. It makes good sense

to look at some minor repair on the section south of I-69. Such repair would include a fix for a few deteriorated areas, along with a micro asphalt overlay, finished with a three lane re-striping. We may get the best pricing if this work is bid with the northern section of Morrish, and the two projects coordinated. By doing so, we could save a bit on construction observation engineering. If we wait until it meets the criteria of re-construction, it may be 15 or more years until it deteriorates enough to qualify for funding. If anyone needs to see what type of deterioration this equates to, just drive the section north of I-69, or think back to what Elms or Seymour were like before repair. Mr. Fluery's estimate of the cost for this work is around \$150,000. Design engineering and associated traffic engineering (for conversion areas) is \$11,162. There is a potential backside to this, being 202 funds. We are finishing two projects (Elms & Seymour) and have a third (Morrish North) getting ready to go. Elms is a "Pull Ahead" project wherein we borrowed funds that are due to be re-imbursed in 2010. Morrish North has two outside funding sources, Meijer's (\$1.5 million) and the TIP Program (\$368,000). I am in the process of a full reconciliation of 202 Fund and will be back with a report after the first of the year. In the meantime, I recommend we go to bid for the "refurbishing" of Morrish Road South and make a final determination when we get all the bids back. By then, we may also have a better handle on where President Obama is going with his infrastructure stimulus package. The cost for design and traffic engineering for Morrish Road South is \$11,162. I have a resolution for appropriation included with tonight's agenda. Regarding a three lane conversion for Miller Road between Elms and Dye, this is a bit more complicated and may very well be extremely expensive. Designing three lanes around the I-69 viaduct will require extensive road re-construction. As the Council is aware, we have no match funding for the repair of this road, due to the change in funding ratio's set by the County. It would be a logistical nightmare to start and stop three lanes around the overpass. For now, I recommend we leave it be and continue to look for funds.

**ELMS ROAD RE-SURFACING PROJECT** *(Status)*

For the most part, complete. We have a couple of small items to address in the spring, when weather permits.

**MORRISH ROAD RE-CONSTRUCTION PROJECT / MEIJER'S** *(Status)*

Pending. As indicated above, we look to extend the three-lane concept south to the south City Limits.

**GM-SPO ISLAND CUTS** *(Status)*

This project remains in the 2009 TIP. We are still evaluation the cost vs. benefit ratio.

**MILLER ROAD REPAIRS** *(Status)*

As the Council is aware, President Elect Obama has indicated the desire to provide significant infrastructure improvement funds, as not only needed, but a mechanism to stimulate the economy. The County MPO, in anticipation of this, has begun taking requests for projects that may qualify. The repair and/or reconstruction of Miller Road between Dye & Elms are probably our single most important consideration. The estimated repair of this section is in the neighborhood of \$3.5 million. We will continue to watch developments and keep the Council informed.

✓ **LOCAL STREET FUND, TRAFFIC IMPROVEMENTS**

**2008 REPAIR ROSTER** *(Status)*

Bid results for Chesterfield from Seymour to Winston, Jennie Lane, Worchester from Winston to Daval and Daval from Oakview to Winshall are \$398,154. We have placed all local streets re-surfacing on hold for a bit while we explore funding options.

- ✓ **TRANSPORTATION ASSET MANAGEMENT EVALUATION** *(Status)*  
Pending report.
- ✓ **SEWER REHABILITATION PROJECT, I&I, PENALTIES** *(Status)*  
Phase II was approved on October 13<sup>th</sup> and will begin shortly. I will keep the Council posted on progress. As we discussed, I would like to begin a manhole rehabilitation program in conjunction with the re-lining. A number of these structures have deteriorated and they lie within ditches and other low areas that allow large amounts of surface water inflow during wet weather.
- ✓ **FIRE DEPARTMENT EVALUATION, CONTRACT RENEWAL, BUDGET** *(Status)*  
I have sent a letter to Mr. Beatty asking for some meeting dates.
- ✓ **WWS INTERGOVERNMENTAL JURISDICTION ORDINANCE** *(Status)*  
Pending. We are still working on this with Mr. Delzer. We should have something by the last meeting of the year.
- ✓ **FINANCIALS, 2007-2008 AUDIT** *(Status)*  
Our auditors will be present at tonight's meeting to present their findings. The numbers are as follows:

|                       |            |  |
|-----------------------|------------|--|
| <b>General Fund:</b>  | + \$18,147 | <i>Fund Balance as of 6/30/08: \$1,092,411</i> |
| <b>Major Streets:</b> | - \$90,885 | <i>Fund Balance as of 6/30/08: \$666,227</i>   |
| <b>Local Streets:</b> | + \$26,807 | <i>Fund Balance as of 6/30/08: \$241,944</i>   |
| <b>Garbage:</b>       | - \$69,619 | <i>Fund Balance as of 6/30/08: \$561,198</i>   |
| <b>Water:</b>         | + \$64,375 | <i>Fund Balance as of 6/30/08: \$1,435,343</i> |
| <b>Sewer:</b>         | + \$17,548 | <i>Fund Balance as of 6/30/08: \$1,654,536</i> |
| <b>Motor Pool:</b>    | - \$40,287 | <i>Fund Balance as of 6/30/08: \$555,034</i>   |

In short, we finished another year with our head still above water. I hope that our luck (and staff skills) continue to hold out while we weather this economic storm. As is usual, we have a few areas of concern drawn out by the audit. I will address them at Monday's meeting.

- ✓ **NON-MOTORIZED TRAIL SYSTEM, PHASE I** *(Status)*  
Pending.
- ✓ **SR. CENTER, LEVY, BUILDING & FUTURE FUNDING PLAN** *(Status)*  
Estimated costs are as follows:

| <b>BUILDING CONCEPT "A", 6,605 S.F.</b> |                  |
|---|------------------|
| <b>City:</b>                            | <b>\$443,555</b> |
| Sr. Center:                             | \$300,000        |
| County:                                 | \$200,000        |
| <b>Total:</b>                           | <b>\$943,555</b> |

| <b>BASEMENT 2,700 S.F.</b> |                                  |
|----------------------------|----------------------------------|
| <b>Est. Cost:</b>          | <b>\$183,300 (With Elevator)</b> |

- ✓ **SPRINGBROOK, HERITAGE STREET-LIGHTING** *(Status)*  
I am working on a recommendation and a policy in handling our condominium associations in an effort to treat them all the same. I will be back at a near future meeting for discussion and the adoption of a policy.

- ✓ **LABOR CONTRACTS & RETIREE HEALTHCARE** (*Status*)  
Mr. Kehoe still needs a basic employment agreement and the Supervisor's contract has a wage re-opener. I will look to meet with them very shortly.

On my contract, it probably needs visiting for update purposes. I would like to take a pass on any rate increases for another year or two and until we are on better financial ground. I am not sure how the Council desires to handle an evaluation. As you recall, a couple of years ago I created a list of accomplishments and shortfalls as I saw them. I could bring the list up to date and then bring it back to the Council for discussion and review. Unless the Council has strong input one way or the other, I will do this and set it for a discussion item, hopefully soon. We can then go from here.

POLC and AFSCME labor contracts will expire on June 30<sup>th</sup>. I will begin negotiations in February or so.

- ✓ **MARATHON STATION BLIGHT & NON-CONFORMING USE** (*Status*)  
The owner has removed the pylon sign and the canopy. As you recall from previous discussions, we have a third party of interest here, being the bank. Earlier information we had received was that the bank was going to move for default foreclosure in August; however, for reasons that are unclear, this is delayed. The property owner was pushing for a quick sale to recover some of their losses. It does not appear that this may happen with eventual foreclosure being likely. I am unsure what the bank's position will be if, and when we move to raze the building. We are working with them to get this question answered. I do believe that they may be easier to work with than the current owner may. I will keep the Council posted.

- ✓ **COUNTY E.M.S. ORDINANCE, AMBULANCE SERVICE** (*Status*)  
Pending.

- ✓ **FEES, RATES & SERVICE CHARGES** (*Status*)  
As you are aware, we have water rate increases now in effect and a sewer rate increase on the way. We can float for a bit using Fund Balance, but we will have to do something by next summer. As we have discussed in the past, the entire water rate system is in need of re-structuring. In short, it needs to go to a ready to serve charge with a per use charge. We will be back with some recommendations for new ordinances sometime towards the end of the year or very early next year.

- ✓ **SALE OF CITY PROPERTY 5129 MORRISH ROAD** (*Status*)  
Pending

- ✓ **PROPOSED ART FAIR, ELMS PARK** (*Resolution*)  
Mr. Mattson is scheduled to appear tonight to address the Council with a request to dedicate Elms Road Park for the Art Fair. The dates for the event are Friday August 28<sup>th</sup> (set up day) and Saturday August 29<sup>th</sup>, the day of the event. The park will re-open late Saturday evening. The request is for dedicated use along with permission to place campers with over-night stay and the waiver of fees. Included with tonight's packet are some drawings of the event plan.

- ✓ **WWS, STORM WATER MANAGEMENT AGREEMENT** (*Status*)  
We are still looking at this.

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

- ✓ **MML ANNUAL DUES** (*Resolution*)  
Included with tonight's agenda is an invoice for the MML's annual dues. This year's amount is set at \$3,140.
- ✓ **LCC LIQUOR LICENSE TRANSFER, HANK & DON'S TAVERN** (*Resolution*)  
Included with tonight's agenda is a request to transfer a liquor license from a deceased spouse to the surviving widow. The action is two-fold, in that a police investigation is also part of the requirement for transfer. The investigation has been completed, a letter from the Police Chief attached. Staff recommends the transfer.
- ✓ **MML ANNUAL CAPITAL CONFERENCE** (*Information*)  
Included with tonight's packet is a registration package for the Capital (Legislative) Conference, to be held on March 3 & 4. Anyone interested in attending, please fill out the forms and return them back to me and we will get you registered.

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

- *C.S.O. Plaques, Lobby.* I am looking at options.
- *Senior Resident Population data.* I have included census data for resident population age groups along with zip code resident data.
- *Mast Arm Traffic Lights, Street Sign Anchors (Silver vs. Black).* I have passed this along to our engineer who is checking into the replacement.



*Merry Christmas & Happy New Year*

**City of Swartz Creek**  
**RESOLUTIONS**  
**Regular Council Meeting, Monday December 15, 2008 7:00 P.M.**

**Resolution No. 081215-4A            MINUTES, DECEMBER 8, 2008**

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

**I Move** the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held December 8, 2008, to be circulated and placed on file.

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

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

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

**Resolution No. 081215-5A            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 December 15, 2008 to be circulated and placed on file.

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

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

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

**Resolution No. 081215-6A            CITY MANAGER’S REPORT**

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

**I Move** the Swartz Creek City Council approve the City Manager’s Report of December 15, 2008, to be circulated and placed on file.

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

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

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

**Resolution No. 081215-8A**

**2007-2008 FY AUDIT RESULTS, PLANTE-MORAN**

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

**I Move** the City of Swartz Creek accept the 2007-2008 Fiscal Audit Report prepared by Plante-Moran, a copy of which is attached hereto, and further, direct such to be published, distributed, circulated and placed on file in a manner prescribed by law.

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

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

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

**Resolution No. 081215-8B**

**ELMS PARK RESERVATION, FEE WAIVER REQUEST, ART FAIR**

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

**WHEREAS**, the Swartz Creek chapter of Kiwanis International, a local not-for-profit organization, intends to begin an annual Art Festival in Swartz Creek for the purpose of raising funds to support children’s activities, and

**WHEREAS**, the desired location for this outdoor event is Elms Park; and

**WHEREAS**, the event would consist of a set-up day on Friday, August 28<sup>th</sup> and a Saturday, August 29<sup>th</sup> show including approximately forty artists, ten food vendors, a “kids’ zone”, overnight RV parking, Saturday vendor and patron parking, private security, and live music; and

**WHEREAS**, the City may allow exclusive use (Ord. 11-50), as well as overnight ‘sleeping’ of a city park (City Ordinances 11-49) with the written permission of the City Manager.

**NOW, THEREFORE, BE IT RESOLVED** that the Swartz Creek City Council approve the exclusive use of Elms Park for the Kiwanis 2009 Art Festival on August 28-29, 2009, conditional upon Kiwanis providing insurance for the event naming the City as an additional insured party.

**BE IT FURTHER RESOLVED** that the park fees for the use of park pavilions shall be waived.

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

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

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



**Resolution No. 081215-8C**

**APPROPRIATION, DESIGN & TRAFFIC ENGINEERING,  
MORRISH ROAD SOUTH PROJECT**

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

**I Move** the City of Swartz Creek appropriate an amount not to exceed \$11,162 to the City’s Engineer, Rowe Incorporated, to prepare design plans and bid documents for the repair, refurbish, micro asphalt overlay and restriping to three lane configuration of Morrish Road from I-69 to the South City Limits, in accordance with the proposal attached hereto.

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

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

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

**Resolution No. 081215-8D**

**APPROPRIATION, MML ANNUAL DUES**

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

**I Move** the City of Swartz Creek approve the continued participation in the Michigan Municipal League, and further, appropriate an amount not to exceed \$3,140 for payment thereof, funds to be allocated at the discretion of the Finance Director.

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

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

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

**Resolution No. 081215-8E**

**LCC LIQUOR LICENSE TRANSFER, HANK & DONS  
TAVERN**

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

**I Move** the City of Swartz Creek approve the request from hank and Don’s Tavern Inc., to transfer stock in 2008 Class “C” Licensed Business with Dance Entertainment Permit, located at 8006 Miller Road, Swartz Creek Michigan, 48473, Genesee County, thru transfer of 11,000 shares from Henry C. Nemecek, deceased, to new stock holder Darlene Nemecek.

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

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

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

**City of Swartz Creek**  
**Regular Council Meeting Minutes**  
*Of the Meeting Held*  
**Monday December 8, 2008 7:00 P.M.**

**CITY OF SWARTZ CREEK**  
**SWARTZ CREEK, MICHIGAN**  
**MINUTES OF THE COUNCIL MEETING**  
**DATE 12/08/2008**

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

Invocation and Pledge of Allegiance to the Flag.

Councilmembers Present: Mayor Abrams, Binder, Hicks, Hurt, Krueger, Porath, Shumaker.

Councilmembers Absent: None.

Staff Present: City Manager Bueche, City Attorney Mike Gildner, City Clerk Juanita Aguilar, Tom Svrcek.

Others Present: Boots Abrams, Bob Plumb, Tommy Butler, Jim Florence, John Gilbert, Roger Bloss, Brent Cole.

**APPROVAL OF MINUTES**

**Resolution No. 081208-01**

**(Carried)**

Motion by Mayor Pro-Tem Porath  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council hereby approve the Minutes for the Regular Council Meeting, held November 24, 2008, to be circulated and placed on file.

YES: Binder, Hicks, Hurt, Krueger, Porath, Shumaker, Abrams.  
NO: None. Motion Declared Carried.

**APPROVAL OF AGENDA**

**Resolution No. 081208-02**

**(Carried)**

Motion by Councilmember Krueger  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the Agenda, as presented, for the Regular Council Meeting of December 08, 2008 to be circulated and placed on file.

YES: Hicks, Hurt, Krueger, Porath, Shumaker, Abrams, Binder.  
NO: None. Motion declared carried.

**REPORTS AND COMMUNICATIONS:**

**City Manager's Report**

**Resolution No. 081208-03**

**(Carried)**

Motion by Councilmember Shumaker  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the City Manager's Report of December 08, 2008, to be circulated and placed on file.

YES: Hurt, Krueger, Porath, Shumaker, Abrams, Binder, Hicks.  
NO: None. Motion declared carried.

Discussion Ensued.

All other reports and communications were accepted and placed on file.

**MEETING OPENED TO THE PUBLIC:**

None.

**COUNCIL BUSINESS:**

**Senior Center Addition, Construction Concept**

**Resolution No. 081208-04**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Hurt

**WHEREAS**, the Swartz Creek Area Senior Citizens Center has been in operation since 1980 and incorporated since 1982 as a public not for profit IRS 501(c)(3) entity, serving a regional area defined as the Swartz Creek School District boundaries consisting of significant portions of four Townships; Gaines, Clayton, Mundy and Flint, and the Village's of Gaines, Lennon and City's of Swartz Creek and a small portion of Flint; and

**WHEREAS**, operational and activities funding through the 1980's and 1990's was primarily based on private donation revenues with City funded housing and associated expenses; and

**WHEREAS**, a signatory effort containing 697 validated voter signatures, asking for a ballot request of 0.5 mills for services, programs and operational costs, for a period

of ten years, for the voters of the City of Swartz Creek, was presented to the City Council on August 14, 2000. The City Council voted to place the request before the voters at the General Election of November 7, 2000, the electorate of the City approving the request with the first collection in July, 2001; and

**WHEREAS**, in 2001, the Swartz Creek Area Senior Citizens determined the need and desire to expand or reconstruct their facilities due to continued and anticipated membership growth, and further, have drawn conceptual plans for additions to the existing building as well as reconstruction of a new building; and

**WHEREAS**, the City Levy of 0.5 mill was replaced with a county-wide 10 year levy of 0.7 mill on August 8, 2006, to provide programs, activities and services for seniors, to-which the operational activities for the Swartz Creek Area Senior Citizens Center is funded; and

**WHEREAS**, prior to the approval of the County millage, the Swartz Creek Area Senior Citizens Center, through the City's Levy and private donations, set aside approximately \$300,000 to fund either a capital improvement project for the existing building or the construction of a new facility; and

**WHEREAS**, the cost of a new building was determined to be prohibitive and although an addition may present some logistical problems, it is the only cost feasible solution; and

**WHEREAS**, the Senior Center has retained the services of an architect and drafted two conceptual floor plans and preliminary cost estimates for an addition, copies of which are attached; and

**WHEREAS**, Genesee County Metropolitan Planning Commission, the medium through which the County Senior Levy funds are distributed, have indicated that the Swartz Creek Area Senior Citizens Center is eligible for a \$200,000 grant for capital improvements in the form of an addition to the existing Center, such grant would bring a total of \$500,000 the Senior Center has to spend towards an expansion to the Center; and

**WHEREAS**, the Swartz Creek Senior Citizens Center has requested permission to construct an addition and assistance from the City in funding the balance of construction, estimated to be between \$300,000 and \$500,000; and

**WHEREAS**, the City is unable to make a contribution for such an amount from its General Fund, however, under certain conditions, a loan is possible from an enterprise fund such as water or sewer.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council endorse the selection of Option Number A, as an addition to the Swartz Creek Senior Center Building, and further, directs the Administrative Staff to work with the Swartz Creek Area Senior Citizens Center Board, as follows:

1. In conjunction with the Swartz Creek Area Senior Citizens Center, initiate formal application to Genesee County for a grant in the maximum amount allowable.
2. Prepare a draft lease between the City and the Swartz Creek Senior Citizens Center.
3. Prepare a draft loan agreement between the General Fund and an appropriate enterprise fund.
4. Prepare a construction budget.
5. Prepare a revised draft of the Senior Citizens Center Budget.
6. Initiate site plan review process.

**BE IT FURTHER RESOLVED**, that upon completion of each of the directives and any other data that may be needed, that they be brought back before the City Council for review, and further, upon collection of all data, information and commitments, a final decision by the City shall be rendered.

**BE IT FURTHER RESOLVED**, that the City Council hereby finds and determines that the making of the proposed building improvements for the use of the Swartz Creek Area Senior Citizens, Inc. constitutes actions directed toward the improvement of the social, legal, health, housing, educational, emotional, nutritional, recreational, or mobility status of older persons within the purview of 1976 PA 39 [MCL 400.571 *et seq.*].

Discussion Took Place.

YES: Krueger, Porath, Shumaker, Abrams, Binder, Hicks, Hurt.  
 NO: None. Motion Declared Carried.

**Legal Consultation, Rate Increase**

**Resolution No. 081208-05**

**(Carried)**

Motion by Councilmember Binder  
 Second by Councilmember Shumaker

**I Move** the City of Swartz Creek appropriate professional fees in the amount of \$125 per hour for legal compensation and \$60 per hour for para-legal compensation for City Attorney Richard J. Figura.

YES: Porath, Shumaker, Abrams, Binder, Hicks, Hurt, Krueger.  
 NO: None. Motion Declared Carried.

**Appropriation, Cross Connection Control-Compliance Program, Hydro Designs**

**Resolution No. 081208-06**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Krueger

**WHEREAS**, compliant to the Safe Drinking Water Act of 1976 PA 339, the City of Swartz Creek instituted a Cross Connection Control and Compliancy Program, and solicited and awarded sealed bids to Hydro-Designs Inc. of Bloomfield Hills Michigan to implement the program, and;

**WHEREAS**, Hydro-Designs have brought the City into full compliancy with the Act and MI-DEQ Regulations, and;

**WHEREAS**, it is mandatory for the City to continue the program in order to remain in compliancy with the Act and MDEQ Regulations, and;

**WHEREAS**, the work performed by Hydro-Designs is specialized, and;

**WHEREAS**, it is efficient, compliant and desirable for the City to remain with a single company to maintain compliancy and continued continuity of the established records currently maintained by Hydro-Designs,

**NOW THEREFORE**, the Swartz Creek City Council appropriates an amount not to exceed \$4,500, payment for yearly continuation of the City's Cross Connection Compliancy and Control Program, to Hydro-Designs Inc. of Bloomfield Hills, Michigan, funds to be appropriated from 590, Water Supply

Discussion Ensued.

YES: Shumaker, Abrams, Binder, Hicks, Hurt, Krueger, Porath.  
NO: None. Motion Declared Carried.

**A.F.S.C.M.E. Labor Agreement, Position Re-Classification, Administrative Assistant**

**Resolution No. 081208-07**

**(Carried)**

Motion by Mayor Pro-Tem Porath  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek amend the 2006-2009 Labor Contract with the A.F.S.C.M.E. to allow for the re-classification of three Administrative Assistants from AA-2 to AA-1, post July, 2006 hiring's, hourly rate of compensation to be \$15.39 as per the contract, effective upon the one year anniversary date of the respective employee, or July 1, 2008, which ever is later, and further, direct the City Manager to engage a letter of understanding with the union.

YES: Abrams, Binder, Hicks, Hurt, Krueger, Porath, Shumaker.  
NO: None. Motion Declared Carried.

**Appropriation & Bid Award, Road Hot Patch Device**

**Resolution No. 081208-08**

**(Carried)**

Motion by Councilmember Krueger  
Second by Councilmember Hurt

**WHEREAS**, the City of Swartz Creek Purchasing Ordinance encourages the use of cooperative extended purchasing programs, and;

**WHEREAS**, the City of Swartz Creek desires to purchase a Spaulding Two-Ton Diesel Trailer Hot Asphalt Street Patch Device and by virtue of the size of the City, we cannot purchase such equipment in a sufficient quantity to allow for a maximum discounted price, and;

**WHEREAS**, the City of Novi has let for bid for the specified device, bid awarded to Bell Equipment of 78 Northpointe Drive, Lake Orion Michigan 48359 and;

**WHEREAS**, the total cost of the device is \$18,000.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Swartz Creek recognize the bid and return tabulations of the City of Novi and accept the bid award to Bell Equipment of 78 Northpointe Drive, Lake Orion Michigan 48359, and appropriate an amount not to exceed \$18,000 for the purchase of one Spaulding Two-Ton Diesel Trailer Hot Asphalt Street Patch Device, in accordance with the specifications as attached hereto, budgeted funds to be appropriated from 661 Motor Pool.

Discussion Ensued.

YES: Binder, Hicks, Hurt, Krueger, Porath, Shumaker, Abrams.  
NO: None. Motion Declared Carried.

**Amend Fire Budget, SCBA Local Match**

**Resolution No. 081208-09**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Krueger

**I Move** that the City of Swartz Creek appropriate from the General Fund, \$3,535, the City's 50% matched portion of the Grant awarded to the Fire Department in the amount of \$141,000 for SCBA and related equipment.

Discussion Took Place.

YES: Hicks, Hurt, Krueger, Porath, Shumaker, Abrams, Binder.  
NO: None. Motion Declared Carried.

**MEETING OPENED TO THE PUBLIC**

Tommy Butler, 40 Somerset, questioned why the City couldn't borrow money from other funds to fix the streets but they can do so for the Senior Center addition. City Manager Bueche stated that the money to fix the streets can only come out of certain funds and explained the process to Mr. Butler. Mr. Butler questioned why the Senior Center would lock themselves into such a small building. Mayor Abrams explained that there was nowhere else for them to go as there is not enough money for a new building. Mr. Butler commented that he feels that there are not enough events for the youth in the City and that the movies that are shown at Family Movie Night are too old. He stated that he feels that newer movies would be of more interest to the youth in the City.

Jim Florence, 4296 Springbrook Drive, responded to Mr. Butler that Hometown Days is mostly for the kids. Mr. Florence stated that the Senior Center has talked about projects that would help combine the youth and the seniors of the City. Mr. Florence thanked the Council, City Manager, and the City Attorney for approving the resolution for the Senior Center addition.

**REMARKS BY COUNCILMEMBERS:**

Councilmember Krueger congratulated the three Administrative Assistants on their promotions.

Councilmember Hicks stated that she is glad that the Senior Center is keeping statistics on who is using the center. Ms. Hicks agreed that more combined youth/senior programs would be beneficial to the City.

Councilmember Binder thanked the Women's Club for the great job on the chili dinner to benefit the Veteran's Memorial.

Mayor Pro-Tem Porath talked about the youth in the City and stated that he believes that the appropriate avenue for more youth programs should be the school system.

Mayor Abrams reminded everyone about the Open House-Cookie Night at his house on Wednesday.

**ADJOURNMENT:**

There being no objection, Mayor Abrams declared the meeting adjourned at 8:50p.m.

Richard Abrams, Mayor

Juanita Aguilar, City Clerk





Parking



Vendor Tents



Kids Tent







www.roweincorp.com

**ROWE INCORPORATED**  
THE ROWE BUILDING  
540 S. SAGINAW ST., STE 200  
POST OFFICE BOX 3748  
FLINT, MICHIGAN 48502

phone (810) 341-7500  
fax (810) 341-7573

December 4, 2008

Mr. Paul Bueche, City Manager  
City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473

RE: Morrish Road Improvements  
Design Engineering Proposal

**ENGINEERING**

**LAND  
SURVEYING**

**AERIAL  
SURVEYING**

**PLANNING**

**LANDSCAPE  
ARCHITECTURE**

**LAND  
DEVELOPMENT  
SERVICES**

Dear Mr. Bueche:

Rowe Incorporated is pleased to provide the city with a proposal for improvements to Morrish Road from I-69 south to the railroad crossing (approximately 4,200 ft). Construction will include pavement repairs and overlay; in addition the existing pavement markings will be revised from the current 4 lane configuration to three lanes.

Our fee for providing this service is \$11,162; attached is a cost breakdown for the necessary field work, construction drawings, contract documents, specifications, engineer's estimate, bidding process, contract award, and preconstruction meeting.

If awarded the design, we propose to complete the contract bid package and have it ready to advertise by the beginning of February, 2009 this will allow for construction to begin in early May, 2009.

ROWE looks forward to another successful paving project with the city. If you have any questions, please contact me at (810) 341-7500.

**OFFICES:**  
FLINT  
LAPEER  
MT. PLEASANT

**SUBSIDIARIES:**  
AIR-LAND SURVEYS  
FLINT, MI

MYERS LAND SURVEY CO.  
GRAYLING, MI

Sincerely,  
ROWE INCORPORATED

Louis P. Fleury, P.E.  
Project Manager

Attachment

P:\PROPOSALS\Swartz Creek\morrish road paving proposal.doc

**City of Swartz Creek  
Morrish Road Paving  
Design Engineering Fee Breakdown  
December 4, 2008**

**A. Plan Sheets Necessary**

Cover Sheet (one sheet)  
 Typical Cross Section and Details for Pavement Repairs (one sheet)  
 Plan view sheets for repairs and pavement marking (three sheets)

**B. Cost Breakdown**

1. Design Phase

*Field Work*

Layout project stationing; measure and mark out the pavement repair areas; measure and mark out the crack repair areas; measure road length and width; identify manhole and curb repair areas.

|                       |                     |              |
|-----------------------|---------------------|--------------|
| Project Engineer      | 8 hours @ \$99/hour | \$792        |
| Construction Observer | 8 hours @ \$88/hour | <u>\$704</u> |
|                       | Field Work Subtotal | \$1,496      |

*Plans, Specifications and Estimate (P, S & E)*

Review proposed improvements with City staff; develop plan sheets from field dimensions; indicate all pavement repair, curb and manhole repair, crack repair, etc. on base plan drawings; analyze lane transition areas and traffic signalization; develop quantities and preliminary engineer's estimate for bid form; put together contract documents and technical specifications; review final plans with City staff; advertise for bids; open bids, develop bid tabulation, review low bidder's qualifications, recommend award; and facilitate the preconstruction meeting.

|                  |                       |                 |
|------------------|-----------------------|-----------------|
| Project Manager  | 16 hours @ \$116/hour | \$1,856         |
| Project Engineer | 40 hours @ \$99/hour  | \$3,960         |
| CAD Drafting     | 50 hours @ \$77/hour  | <u>\$3,850</u>  |
|                  | PS&E Subtotal         | \$9,666         |
|                  | <b>Design Total</b>   | <b>\$11,162</b> |

*\*Construction observation is not included in the above mentioned services.*

# Memorandum

**To:** Paul Bueche, City Manager  
**From:** Peter C. LaMourie, P.E. PTOE  
Traffic Engineer  
**Date:** February 23, 2004  
**Re:** Miller Road Cross Section  
**File No:** 54570202/002  
**Copy:** Progressive AE – Ryan Minkus

**Progressive**

As you know, we have completed the Subarea Traffic Analysis for the Miller Road/Elms Road area in Swartz Creek. Among other recommendations outlined in the final report was the addition/expansion of a westbound continuous right-turn lane on Miller Road between the westernmost Kroger drive and Elms Road. This improvement is/will be needed to provide a second westbound through lane at the Miller/Elms intersection and to accommodate the relatively high number of right-turn vehicles at the short commercial section just to the west.

Based upon our conversations it sounds like there have been concerns expressed regarding the current three-lane cross section on Miller Road in this, and other, areas. We believe the City made a wise choice some years back to go to this design for the following reasons.

1. **Safety.** A significant number of the crashes that occur on main roadways with a four-lane cross section are those related to left-turns from the main roadway to a side street or driveway. In fact, studies show approximately 47 percent of access related crashes involve inbound left turns.

A three-lane cross section (or five lanes for larger corridors) includes a center turn lane that provides a much safer environment for left turning traffic as they are not required to turn from a through lane. This center turn lane allows better visibility of oncoming through traffic and does not impede through traffic going in the same direction.

2. **Efficiency.** By eliminating left-turn traffic from through lanes, a three-lane cross section provides a more consistent flow of through traffic, especially during peak hours. The one downside of this cross section is that it can lead to fewer available gaps in traffic for vehicles trying to turn onto Miller Road.

Three-lane sections with relatively flat grades (like on Miller Road) have a capacity of up to 19,000-21,000 vehicles per day. The current 14,000+ daily volumes on Miller Road west of Elms (and on into town further) can easily be accommodated by the current cross section and will still be able to do so for some time yet. Where needed, short sections of right-turn lane can/should be added in commercial areas.

3. **Other Issues.** Another advantage of the current three-lane cross section is related to speeds. A three-lane section typically helps "calm" traffic given the single through lane constraint and therefore can result in lower average speeds.

The retrofitted three-lane section has also provided room for bike lanes on both sides of Miller Road. Bike lanes have been shown in many cases to be the preferred facility for experienced bicyclists and even provide some safety benefits.

Miller Road Cross Section - Memorandum  
February 23, 2004  
Page 2

In short, we believe the current three-lane cross section on Miller Road provides a better overall roadway than other alternatives at this point. Please let me know if you have any questions or comments on the above information.

Bridge: **Morrish Road over the Swartz Creek**  
 Date: 2008

Span: 44 feet  
 Width: 59.25 feet w/out sidewalks - 4 lanes traffic  
 Area: 2607 sft

**Proposed Improvements:**

- Remove Superstructure
- New Superstructure
- New CIP Deck
- New Railing and Sidewalk
- Upgrade Guardrail
- Approach Roadway Resurface

**Bridge Work:**

| Item                        | Quantity | Units | Unit Price   | Cost          |
|-----------------------------|----------|-------|--------------|---------------|
| Remove Superstructure       | 1        | LS    | \$ 40,000.00 | \$ 40,000.00  |
| 17" Prestressed Box Beams   | 2650     | Sft   | \$ 44.00     | \$ 116,600.00 |
| Post Tensioning             | 1        | LS    | \$ 8,000.00  | \$ 8,000.00   |
| 6" CIP Deck                 | 50       | cyd   | \$ 275.00    | \$ 13,750.00  |
| CIP Deck Form, Finish, Cure | 1        | LS    | \$ 15,000.00 | \$ 15,000.00  |
| Bridge Railing (2 Railings) | 176      | Ft    | \$ 155.00    | \$ 27,280.00  |
| 8" Raised Sidewalk          | 15       | cyd   | \$ 275.00    | \$ 4,125.00   |
|                             |          |       |              | \$ -          |
|                             |          |       |              | \$ -          |

Total Bridge Work \$ 224,755.00

**Road Work:**

| Item                           | Quantity | Units | Unit Price  | Cost         |
|--------------------------------|----------|-------|-------------|--------------|
| Maintaining Traffic/Detour     | 1        | LS    | \$ 5,000.00 | \$ 5,000.00  |
| Erosion Control                | 1        | LS    | \$ 5,000.00 | \$ 5,000.00  |
| Guardrail Anchorage            | 4        | Ea    | \$ 1,500.00 | \$ 6,000.00  |
| Approach Guardrail             | 150      | Ft    | \$ 22.00    | \$ 3,300.00  |
| Guardrail Terminals            | 4        | Ea    | \$ 1,800.00 | \$ 7,200.00  |
| Approach Pavement (40 ft E.S.) | 3700     | Sft   | \$ 8.50     | \$ 31,450.00 |
| Approach Curb and Gutter       | 160      | Ft    | \$ 40.00    | \$ 6,400.00  |
|                                |          |       |             | \$ -         |
|                                |          |       |             | \$ -         |
|                                |          |       |             | \$ -         |

Total Road Work \$ 64,350.00

Total Bridge Work + Road Work \$ 289,105.00  
 Mobilization (10%) \$ 28,910.50  
 Contingency (15%) \$ 47,702.33  
**Total \$ 365,717.83**

|   |                      |
|---|----------------------|
| <b>Total with Inflation (4%) - 2011</b> | <b>\$ 411,382.82</b> |
|---|----------------------|





michigan municipal league

MICHIGAN MUNICIPAL LEAGUE  
MEMBERSHIP RENEWAL INVOICE

2008 - 2009

**Swartz Creek**

ID: 481

Date: 12/01/2008

Membership Period: 02/01/2009 - 01/31/2010

|                             | 2008 - 2009 |
|-----------------------------|-------------|
| * MML Dues                  | 2,574       |
| ** Environmental Assessment | 309         |
| *** Legal Defense Fund      | 257         |
|                             | \$3,140     |

**Total Due By February 01, 2009 :  
\$3,140**

**Please sign, date and return one invoice copy with your payment.**

Make checks payable to the Michigan Municipal League and mail to the address below. Thank you.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\* For a detailed analysis of your MML dues, go to [www.mml.org/pdf/dues.pdf](http://www.mml.org/pdf/dues.pdf) or call 734-669-6350. MML dues include annual subscriptions to *The Review* for your officials at \$12.00 per subscription, which is 50% of the regular subscription rate.

\*\* The purpose of the EAA is to fund the Environmental Affairs Service (EAS) and its advocacy for the municipal point of view on environmental, public works and infrastructure issues at the state and federal levels. The EAS Limited one-on-one assistance to MML members concerning environmental protection mandates, transportation and public works activities is also available.

\*\*\* The Legal Defense Fund is an optional charge. The purpose of the Fund is to provide specialized legal assistance to member municipalities in cases that have significant statewide impact.

## Michigan Municipal League Dues

The following MML dues schedule, which was adopted on January 1, 1977, is based on state shared revenue (**SSR**) received by your municipality for the twelve (12) month period beginning July 1, 2002, which is two (2) years prior to the beginning of the League's fiscal year minus a 10% rebate (fiscal year 2005-2006). Beginning with MML FY 2006-2007 dues, the membership dues shall be adjusted yearly, based on a governmentally determined index of inflation. The adjustment shall be added or subtracted from each member's preceding fiscal year dues.

Ex. SSR calculated dues – 10% + index of inflation = DUES TOTAL

| <u>SSR</u>              |  | <u>Total Dues</u>  |
|-------------------------|--|--|
| \$0 – \$7,500           |  | \$ 85.00   |
| \$7,501 – 15,000        |  | \$ 140.00  |
| \$15,001 – 30,000       | \$140 plus \$11 per \$1,000 or fraction thereof over \$15,000 of state-returned general-purpose monies; maximum          | \$ 305.00  |
| \$30,001 – 150,000      | \$305 plus \$75.65 per \$15,000 or fraction thereof over \$30,000 of state-returned general-purpose monies; maximum      | \$ 910.00  |
| \$150,001 – 750,000     | \$910 plus \$68 per \$15,000 or fraction thereof over \$150,000 of state-returned general-purpose monies; maximum        | \$ 3,630.00  |
| \$750,001 – 1,500,000   | \$3,630 plus \$27.10 per \$15,000 or fraction thereof over \$750,000 of state-returned general-purpose monies; maximum   | \$ 4,990.00  |
| \$1,500,001 – 3,000,000 | \$4,990 plus \$14.85 per \$15,000 or fraction thereof over \$1,500,000 of state-returned general-purpose monies; maximum | \$ 6,475.00  |
| \$3,000,001 and above   | \$6,475 plus \$12.80 per \$15,000 or fraction thereof over \$3,000,000 of state-returned general-purpose monies; maximum | 8.8% of total League dues payable in the preceding fiscal year |

### The Review

The MML dues include annual subscriptions to *The Review* for your officials at \$12.00 per subscription, which is 50% of the regular subscription rate.

### Environmental Affairs Assessment

The purpose of the EAA is to fund the Environmental Affairs Service (EAS) and its advocacy for the municipal point of view on environmental, public works and infrastructure issues at the state and federal level. The EAS Limited one-on-one assistance to MML members concerning environmental protection mandates, transportation and public works activities is also available.

### Legal Defense Fund

The Legal Defense Fund is an optional charge. The purpose of the Fund is to provide specialized legal assistance to member municipalities in cases that have significant statewide impact.



Michigan Department of Labor & Economic Growth  
**MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)**  
 7150 Harris Drive, P.O. Box 30005  
 Lansing, Michigan 48909-7505

11/19/08  
**FOR MLCC USE ONLY**

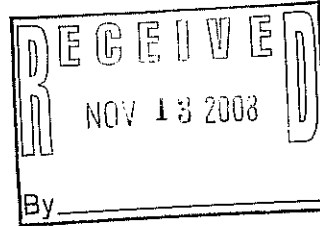
Request ID # 486608

Business ID # 3621

**LOCAL APPROVAL NOTICE**

[Authorized by MCL 436.1501]

October 29, 2008



**TO:** SWARTZ CREEK CITY COUNCIL  
 8083 CIVIC DRIVE  
 SWARTZ CREEK, MI 48473-1377

**APPLICANT:** HANK & DON'S TAVERN, INC.

**Home Address and Telephone No. or Contact Address and Telephone No.:**

DARLENE NEMECEK, 7273 MILLER ROAD, SWARTZ CREEK, MI 48473  
 H(810)635-4113/810)635-9912

The MLCC cannot consider the approval of an application for a new or transfer of an on-premises license without the approval of the local legislative body pursuant to the provisions of MCL 436.1501 of the Liquor Control Code of 1998. For your information, local legislative body approval is also required for DANCE, ENTERTAINMENT, DANCE-ENTERTAINMENT AND TOPLESS ACTIVITY PERMITS AND FOR OFFICIAL PERMITS FOR EXTENDED HOURS FOR DANCE AND/OR ENTERTAINMENT pursuant to the provisions of MCL 436.1916 of the Liquor Control Code of 1998.

For your convenience a resolution form is enclosed that includes a description of the licensing application requiring consideration of the local legislative body. The clerk should complete the resolution certifying that your decision of approval or disapproval of the application was made at an official meeting. **Please return the completed resolution to the MLCC as soon as possible.**

If you have any questions, please contact the On-Premises Section of the Licensing Division as (517) 636-4634.

**PLEASE COMPLETE ENCLOSED RESOLUTION AND RETURN TO THE LIQUOR CONTROL COMMISSION AT ABOVE ADDRESS**

11/10/22 JGJ

Request ID # 486608

### RESOLUTION

At a \_\_\_\_\_ meeting of the \_\_\_\_\_  
(Regular or Special) (Township Board, City or Village Council)

called to order by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_ P.M.

The following resolution was offered:

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

**That the request from HANK & DON'S TAVERN, INC. TO TRANSFER STOCK IN 2008 CLASS C LICENSED BUSINESS WITH DANCE-ENTERTAINMENT PERMIT, LOCATED AT 8006 MILLER, SWARTZ CREEK, MI 48473, GENESEE COUNTY, THRU TRANSFER OF 11,000 SHARES FROM HENRY C. NEMECEK, DECEASED TO NEW STOCKHOLDER DARLENE NEMECEK.**

be considered for \_\_\_\_\_  
(Approval or Disapproval)

#### APPROVAL

#### DISAPPROVAL

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

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

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

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

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

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

It is the consensus of this legislative body that the application be:

\_\_\_\_\_ for issuance  
(Recommended or Not Recommended)

State of Michigan \_\_\_\_\_)

County of \_\_\_\_\_)

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the \_\_\_\_\_ at a \_\_\_\_\_  
(Township Board, City or Village Council) (Regular or Special)

meeting held on \_\_\_\_\_  
(Date)

(Signed) \_\_\_\_\_  
(Township, City or Village Clerk)

SEAL

\_\_\_\_\_  
(Mailing address of Township, City or Village)

# City of Swartz Creek

## Department of Police

Chief RICK CLOLINGER

8100-A Civic Drive

Swartz Creek, Michigan 48473

Phone: (810)-635-4401

Fax: (810)-635-3728

TO: Paul Bueche, City Manager  
FROM: Rick Clolinger, Chief of Police  
DATED: December 10, 2008  
REF: MI Liquor Control Commission Investigation, Hank & Don's Bar, 8006 Miller Road, Swartz Creek, MI 48473

Sir,

On November 13, 2008, R/O received a request for a police investigation in reference to a transfer of Stock in 2008 Class C SDM License Business with Dance and Entertainment Permit, located at 8006 Miller Road, Swartz Creek MI with a transfer of 11,000 shares from Henry C. Nemecek, deceased, to new stockholder Darlene Nemecek. This request was made by the MI Liquor Control Commission.

The Liquor Control Commission requests this department investigate the applicant in this case.

The applicant, identified as Darlene Nemecek came to the Swartz Creek Police Department where she was fingerprinted by Detective Larry Pirochta on December 4, 2008. She also delivered a check for \$30.00 to the State of MI that is to be sent to the MI Liquor Control with the fingerprints.

On December 10, 2008, R/O ran a criminal history record check on Darlene Kay Nemecek with nil results.

R/O completed the police investigation report which was supplied by MI Liquor Control Commission and signed same with a recommendation of the transfer of Stock to this applicant.

Upon the completion of my investigation form LC-1800 has been returned to the Liquor Control Commission.

I am of the opinion that the request for transfer can be granted and recommended the same. I would further recommend that the Swartz Creek City Council recommend the transfer be granted as well.

Respectfully submitted,



Chief Rick Clolinger  
City of Swartz Creek

# **Genesee County 9-1-1 Consortium Commission**

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**Report to the General Membership  
September 30, 2008**

plante  
  
moran

# **Genesee County 9-1-1 Consortium Commission**

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**Report to the General Membership  
September 30, 2008**

To the General Membership  
Genesee County 9-1-1 Consortium Commission

We have recently completed our audit of the basic financial statements of Genesee County 9-1-1 Consortium Commission (the "Consortium") for the year ended September 30, 2008. In addition to our audit report, we are providing the following letter of increased audit communications, required audit communication, and informational comments which impact the Consortium.

|   | <u>Page</u> |
|---|-------------|
| <b>Report on Internal Control</b>                 | 1-2         |
| <b>Results of the Audit and Other Information</b> | 3-5         |

We are grateful for the opportunity to be of service to the Consortium. Should you have any questions regarding the comments in this report, please do not hesitate to call.

*Plante & Moran, PLLC*

November 7, 2008



## Report on Internal Control

November 7, 2008

To the General Membership  
Genesee County 9-1-1 Consortium Commission

Dear General Membership:

Beginning with last year's audit, national auditing standards call for auditors to communicate matters to the governing body that may be useful in its oversight of the Consortium's financial management. Specifically, they require us to report internal control issues to the governing body that may be relatively minor, in order to allow it to evaluate their significance, and make any changes it may deem appropriate. In general, these are items that would have been discussed orally with management in the past. The purpose of these new standards is to allow the governing body an opportunity to discuss issues when they are relatively minor, rather than waiting until they become more serious problems. We hope this report on internal control will be helpful to you, and we look forward to being able to discuss any questions you may have concerning these issues.

In planning and performing our audit of the financial statements of Genesee County 9-1-1 Consortium Commission as of and for the year ended September 30, 2008, in accordance with auditing standards generally accepted in the United States of America, we considered the Consortium's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Consortium's internal control. Accordingly, we do not express an opinion on the effectiveness of the Consortium's internal control.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.


To the General Membership  
Genesee County 9-1-1 Consortium Commission

Our consideration of internal control was for the limited purpose described in the first paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, the board, and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

**Plante & Moran, PLLC**

A handwritten signature in cursive script that reads "Peggy Haw Jury".

Peggy Haw Jury, CPA, CFE

Results of the Audit and Other Information

November 7, 2008

To the General Membership  
Genesee County 9-1-1 Consortium Commission

We have audited the financial statements of Genesee County 9-1-1 Consortium Commission for the year ended September 30, 2008 and have issued our report thereon dated November 7, 2008. Professional standards require that we provide you with the following information related to our audit.

**Our Responsibility Under U.S. Generally Accepted Auditing Standards**

As stated in our engagement letter dated October 14, 2008, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. We are responsible for planning and performing the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of our audit, we considered the internal control of the Consortium. Our consideration of internal control was solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters and our audit of the financial statements does not relieve you or management of your responsibilities.

**Planned Scope and Timing of the Audit**

We performed the audit according to the planned scope and timing previously communicated to you in our communication to the general membership dated October 17, 2008.

**Significant Audit Findings**

***Qualitative Aspects of Accounting Practices***

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Genesee County 9-1-1 Consortium Commission are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during fiscal year 2008.

To the General Membership  
Genesee County 9-1-1 Consortium Commission

We noted no transactions entered into by the Consortium during the year for which there is a lack of authoritative guidance.

There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were the useful life of capital assets and the fourth quarter surcharge revenue.

Useful lives of capital assets are based upon management's estimate of their lives. We evaluated the key factors and assumptions used to develop the estimate of useful lives in determining that it is reasonable in relation to the financial statements taken as a whole.

The fourth quarter surcharge revenue estimate was based upon management's estimate of the revenue to be received in the future year for revenues attributable to the year ended September 30, 2008. We evaluated the key factors and assumptions used to develop the estimate of fourth quarter surcharge revenue in determining that it is reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear.

#### ***Difficulties Encountered in Performing the Audit***

We encountered no difficulties in dealing with management in performing and completing our audit.

#### ***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We did not identify any uncorrected misstatements during the course of the audit.

#### ***Disagreements with Management***

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

To the General Membership  
Genesee County 9-1-1 Consortium Commission

***Management's Representations***

We have requested certain representations from management that are included in the management representation letter dated November 7, 2008.

***Management's Consultations with Other Independent Accountants***

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

***Other Recommendations and Information***

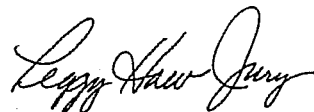
In the normal course of our professional association with the Consortium, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the Consortium, and business plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition of our retention as the Consortium's auditors.

This information is intended solely for the use of the board of trustees and management of Genesee County 9-1-1 Consortium Commission and is not intended to be and should not be used by anyone other than these specified parties.

We would like to thank the Consortium board for the opportunity to serve as auditors for the Consortium. We would also like to express our appreciation for the courtesy and cooperation extended to us by the administration during the audit. If you would like to discuss any of these matters or would like assistance in their implementation, please contact us.

Very truly yours,

**Plante & Moran, PLLC**



Peggy Haw Jury, CPA, CFE

**Genesee County 9-1-1 Consortium  
Commission  
Genesee County, Michigan**

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**Financial Statements  
September 30, 2008**

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**Genesee County 9-1-1 Consortium  
Commission  
Genesee County, Michigan**

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**Financial Statements  
September 30, 2008**

# **Genesee County 9-1-1 Consortium Commission**

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## **Introductory Section**

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# Genesee County 9-1-1 Consortium Commission

## List of Appointed Officials

### Executive Board of Directors

|   |               |
|---|---------------|
| Kurt Soper, Davison Township .....                        | Chairman      |
| Randy Byrne, City of Grand Blanc.....                     | Vice Chairman |
| Bob Neumann, Mundy Township .....                         | Treasurer     |
| Robert Cole, Argentine Township .....                     | Member        |
| Paul Fortino, Gaines Township .....                       | Member        |
| Eldon Dunklee, City of Montrose .....                     | Member        |
| Jakki Sidge, Village of Goodrich .....                    | Member        |
| Scott Streeter, Genesee Township .....                    | Member        |
| Valerie Pace, Forest Township.....                        | Member        |
| Robert Pickell, Genesee County Sheriff.....               | Member        |
| Rick Arnold, State Police Designee .....                  | Member        |
| Jamie Curtis, Genesee County Board of Commissioners.....  | Member        |
| Rose Bogardus, Genesee County Board of Commissioners..... | Member        |

### General Membership

|                         |                      |
|-------------------------|----------------------|
| Robert Cole.....        | Argentine Township   |
| Teresa Onika.....       | Atlas Township       |
| Rod Shumaker .....      | Clayton Township     |
| Kurt Soper .....        | Davison Township     |
| Bonnie Mathis.....      | Fenton Township      |
| Doug Carlton.....       | Flint Township       |
| Andrew Trogotog.....    | Flushing Township    |
| Valerie Pace.....       | Forest Township      |
| Paul Fortino .....      | Gaines Township      |
| Scott Streeter .....    | Genesee Township     |
| Jeff Zittel.....        | Grand Blanc Township |
| Mark Emmendorfer.....   | Montrose Township    |
| Paul Long .....         | Mt. Morris Township  |
| Bob Neuman .....        | Mundy Township       |
| Jim Jacques.....        | Richfield Township   |
| Luther Hachett.....     | Thetford Township    |
| Anthony McKerchie.....  | Vienna Township      |
| Duane Haskins.....      | City of Burton       |
| William Kowl.....       | City of Clio         |
| Dale Martin.....        | City of Davison      |
| Dennis Bow .....        | City of Flushing     |
| Randy Byrne .....       | City of Grand Blanc  |
| Christopher Wren.....   | City of Linden       |
| Eldon Dunklee.....      | City of Montrose     |
| Dennis Heidenfeldt..... | City of Mt. Morris   |
| Paul Bueche .....       | City of Swartz Creek |
| Thomas Keech.....       | Village of Gaines    |
| Jakki Sidge.....        | Village of Goodrich  |
| Arden Hudson .....      | Village of Otisville |
| Rose Bogardus.....      | Genesee County       |

## **Financial Section**

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## Independent Auditors' Report

To the Genesee County 9-1-1 Consortium  
Commission Board  
Genesee County 9-1-1 Consortium Commission  
Genesee County, Michigan

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Genesee County 9-1-1 Consortium Commission (the "Consortium") as of and for the year ended September 30, 2008, which collectively comprise the Consortium's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Consortium's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Genesee County 9-1-1 Consortium Commission at September 30, 2008 and the respective changes in financial position for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and the budgetary comparison schedules, as identified in the table of contents, are not required parts of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplemental information. However, we did not audit the information and express no opinion on it.

*Plante & Moran, PLLC*

November 7, 2008

# **Genesee County 9-1-1 Consortium Commission**

## **Management's Discussion and Analysis**

This section of the Genesee County 9-1-1 Consortium Commission's annual financial report presents our discussion and analysis of the Consortium's financial performance during the fiscal year ended September 30, 2008. Please read it in conjunction with the Consortium's financial statements, which follow this section.

### **Financial Highlights**

- The Consortium's total net assets are \$19,881,113.
- During the year, the Consortium's expenses of \$3,950,989 were \$710,983 less than the \$4,661,972 generated in telephone service fees and other revenues for governmental programs.
- The Consortium's unrestricted net assets were \$8,754,042 - \$27,942 is restricted for wireless education expenses, and \$395,053 is restricted for capital improvements - for fiscal year ended 2008.
- The Consortium's net assets invested in capital assets, net of related debt, are \$10,704,076.
- The Consortium's available cash and cash equivalents to be used to pay for future operations were \$6,625,706.
- The Consortium's cash and cash equivalents in the Capital Project Fund were \$392,840.

### **Overview of the Financial Statements**

This annual report consists of three parts - management's discussion and analysis (this section), the basic financial statements, and required supplementary information.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements.

### **Basic Financial Statements**

The basic financial statements provide detailed information about the Consortium's two funds and the Consortium as a whole. Funds are accounting devices that the Consortium uses to keep track of specific sources of funding and spending for particular purposes.

- The General Fund is required by state law.
- The Consortium establishes other funds to control and manage money for particular purposes (like the Capital Improvement Fund).

# **Genesee County 9-1-1 Consortium Commission**

## **Management's Discussion and Analysis (Continued)**

The Consortium has one kind of fund:

- Governmental funds - Most of the Consortium's basic services are included in governmental funds, which focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year end that are available for spending. Consequently, the governmental fund statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Consortium's programs. The General Fund is the only major fund of the Consortium.

### **Notes to the Financial Statements**

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 14 through 28 of this report.

### **Other Information**

In addition to the basic financial statements and the accompanying notes, this report also presents certain required supplementary information concerning the Consortium. This required information regarding the Consortium's budget to actual comparison for the General Fund can be found on page 30.

### **Government-wide Financial Analysis**

Net assets may serve over time as a useful indicator of a government's financial position. In the case of the Consortium, assets exceeded liabilities by approximately \$19.9 million at the close of the most recent fiscal year (see table below).

#### **Summary Condensed Statement of Net Assets**

|   | <u>Governmental Activities</u> |                     |
|---|--------------------------------|---------------------|
|   | <u>2008</u>                    | <u>2007</u>         |
| Current assets                                  | \$ 9,443,561                   | \$ 8,935,375        |
| Noncurrent assets - Capital assets              | <u>11,688,236</u>              | <u>10,544,300</u>   |
| Total assets                                    | 21,131,797                     | 19,479,675          |
| Liabilities                                     | <u>1,250,684</u>               | <u>309,545</u>      |
| Net assets:                                     |                                |                     |
| Invested in capital assets, net of related debt | 10,704,076                     | 10,544,300          |
| Restricted                                      | 422,995                        | 405,069             |
| Unrestricted                                    | <u>8,754,042</u>               | <u>8,220,761</u>    |
| Total net assets                                | <u>\$19,881,113</u>            | <u>\$19,170,130</u> |

# Genesee County 9-1-1 Consortium Commission

## Management's Discussion and Analysis (Continued)

By far, the largest portion of the Consortium's assets reflects its investment in capital assets (office and communication equipment). The Consortium uses these assets to provide its services; consequently, these assets are not available for future spending. An additional net asset (2 percent) represents resources that are subject to external restrictions on how they may be spent. The remaining balance of unrestricted net assets, \$8.8 million (44 percent of net assets) may be used to meet the Consortium's ongoing obligations.

The State of Michigan requires that non-wireless and wireless revenue and expenses are separately shown on the statement of activities. Any unspent wireless service fees and unspent wireless education income at September 30, 2008 have been shown as a fund balance reservation in the General Fund. At September 30, 2008, there were no unspent wireless funds and \$27,942 of unspent wireless education funds.

### Financial Analysis of the Consortium's Funds

As noted earlier, the Consortium uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds** - The focus of the Consortium's governmental funds is to provide information on near-term inflows, outflows, and balances of expendable resources. Such information is useful in assessing the Consortium's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The General Fund is the chief operating fund of the Consortium.

### Consortium's Changes in Net Assets

|                                       | <u>Governmental Activities</u> |                     |
|---------------------------------------|--------------------------------|---------------------|
|                                       | <u>2008</u>                    | <u>2007</u>         |
| <b>Revenue</b>                        |                                |                     |
| Program revenue:                      |                                |                     |
| Charges for services                  | \$ 4,339,518                   | \$ 3,944,858        |
| Operating grants and contributions    | 27,573                         | 28,537              |
| General revenue - Interest            | 294,881                        | 449,275             |
| Total revenue                         | 4,661,972                      | 4,422,670           |
| <b>Program Expenses</b>               |                                |                     |
| Non-wireless                          | 3,530,396                      | 4,000,043           |
| Wireless                              | 420,593                        | 416,987             |
| Total program expenses                | 3,950,989                      | 4,417,030           |
| <b>Change in Net Assets</b>           | 710,983                        | 5,640               |
| <b>Net Assets - Beginning of year</b> | 19,170,130                     | 19,164,490          |
| <b>Net Assets - End of year</b>       | <u>\$19,881,113</u>            | <u>\$19,170,130</u> |

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# **Genesee County 9-1-1 Consortium Commission**

## **Management's Discussion and Analysis (Continued)**

### **Consortium Commitments**

The Consortium has two active project commitments during 2008. The projects include a data communication system and a public safety mobile data communication system. The Integraph contract for \$1,557,928 has \$968,887 paid on it to date at September 30, 2008. The Data Radio contract for \$1,382,305 has \$953,993 paid on it to date at September 30, 2008. The Consortium has 20-year land leases which are paid at various rates.

### **General Fund Budgetary Highlights**

The Consortium once again produced a timely budget for 2007-2008 and amended it in September 2008. The budget for 2009 was also adopted timely.

### **Capital Assets**

At the end of 2008, the Consortium had invested \$11,688,236 in office and communication equipment with off-setting debt of \$984,160. This amount complies with methods established by the Governmental Accounting Standards Board (GASB) for GASB Statement 34.

### **Contacting the Consortium's Financial Administration**

This financial report is designed to provide our customers, investors, and creditors with a general overview of the Consortium's finances and to demonstrate the Consortium's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Genesee County 9-1-1 Consortium Commission's Director, Lloyd Fayling, at G-4481 Corunna Road, Flint, Michigan 48532.



## **Basic Financial Statements**

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# Genesee County 9-1-1 Consortium Commission

|   | Governmental<br>Fund Types |                         | Total<br>Governmental<br>Funds |
|---|----------------------------|-------------------------|--------------------------------|
|   | General Fund               | Capital<br>Project Fund |                                |
| <b>Assets</b>                                   |                            |                         |                                |
| Cash and cash equivalents                       | \$ 6,625,706               | \$ 392,840              | \$ 7,018,546                   |
| Investments                                     | 1,269,456                  | -                       | 1,269,456                      |
| Interest receivable                             | 35,943                     | 2,213                   | 38,156                         |
| Accounts receivable                             | 42,630                     | -                       | 42,630                         |
| Due from other governments                      | 904,149                    | -                       | 904,149                        |
| Prepaid expenses                                | 170,624                    | -                       | 170,624                        |
| Capital assets (not depreciated)                | -                          | -                       | -                              |
| Capital assets (net of depreciation)            | -                          | -                       | -                              |
| Total assets                                    | <b>\$ 9,048,508</b>        | <b>\$ 395,053</b>       | <b>\$ 9,443,561</b>            |
| <b>Liabilities</b>                              |                            |                         |                                |
| Accounts payable                                | \$ 89,000                  | \$ -                    | \$ 89,000                      |
| Accrued liabilities                             | 128,121                    | -                       | 128,121                        |
| Capital lease - Due within one year             | -                          | -                       | -                              |
| Capital lease - Due in more than one year       | -                          | -                       | -                              |
| Total liabilities                               | 217,121                    | -                       | 217,121                        |
| <b>Fund Balance/Net Assets</b>                  |                            |                         |                                |
| Fund balance:                                   |                            |                         |                                |
| Reserved for prepaid expenses                   | 170,624                    | -                       | 170,624                        |
| Reserved for wireless education expenses        | 27,942                     | -                       | 27,942                         |
| Reserved for capital outlay                     | -                          | 395,053                 | 395,053                        |
| Unreserved:                                     |                            |                         |                                |
| Designated for future year expenditures         | 637,660                    | -                       | 637,660                        |
| Undesignated                                    | 7,995,161                  | -                       | 7,995,161                      |
| Total fund balance                              | 8,831,387                  | 395,053                 | 9,226,440                      |
| Total liabilities and fund balance              | <b>\$ 9,048,508</b>        | <b>\$ 395,053</b>       | <b>\$ 9,443,561</b>            |
| Net assets:                                     |                            |                         |                                |
| Invested in capital assets, net of related debt |                            |                         |                                |
| Restricted for wireless                         |                            |                         |                                |
| Restricted for capital improvements             |                            |                         |                                |
| Unrestricted                                    |                            |                         |                                |
| Total net assets                                |                            |                         |                                |

**Statement of Net Assets and  
Governmental Funds Balance Sheet  
September 30, 2008**

| <u>Adjustments<br/>(Note 2 A)</u> | <u>Statement of<br/>Net Assets</u> |
|-----------------------------------|------------------------------------|
| \$ -                              | \$ 7,018,546                       |
| -                                 | 1,269,456                          |
| -                                 | 38,156                             |
| -                                 | 42,630                             |
| -                                 | 904,149                            |
| -                                 | 170,624                            |
| 1,868,425                         | 1,868,425                          |
| 9,819,811                         | 9,819,811                          |
| <hr/>                             | <hr/>                              |
| 11,688,236                        | 21,131,797                         |
| -                                 | 89,000                             |
| 49,403                            | 177,524                            |
| 230,197                           | 230,197                            |
| 753,963                           | 753,963                            |
| <hr/>                             | <hr/>                              |
| 1,033,563                         | 1,250,684                          |
| (170,624)                         | -                                  |
| (27,942)                          | -                                  |
| (395,053)                         | -                                  |
| (637,660)                         | -                                  |
| (7,995,161)                       | -                                  |
| <hr/>                             | <hr/>                              |
| (9,226,440)                       | -                                  |
| <hr/>                             | <hr/>                              |
| 10,704,076                        | 10,704,076                         |
| 27,942                            | 27,942                             |
| 395,053                           | 395,053                            |
| 8,754,042                         | 8,754,042                          |
| <hr/>                             | <hr/>                              |
| <b>\$ 19,881,113</b>              | <b>\$ 19,881,113</b>               |
| <hr/> <hr/>                       | <hr/> <hr/>                        |

# Genesee County 9-1-1 Consortium Commission

| Expenditures/Expenses                               | Governmental Fund Types |                         | Total<br>Governmental<br>Funds |
|---|-------------------------|-------------------------|--------------------------------|
|   | General Fund            | Capital<br>Project Fund |                                |
| Current:  |                         |                         |                                |
| Nonwireless:  |                         |                         |                                |
| Salaries and wages                                  | \$ 1,529,156            | \$ -                    | \$ 1,529,156                   |
| Fringe benefits                                     | 686,474                 | -                       | 686,474                        |
| Office supplies                                     | 11,826                  | -                       | 11,826                         |
| Postage   | 1,541                   | -                       | 1,541                          |
| Uniforms  | 4,322                   | -                       | 4,322                          |
| Contract services                                   | 93,357                  | -                       | 93,357                         |
| Accounting  | 17,425                  | -                       | 17,425                         |
| Professional fees                                   | 16,500                  | -                       | 16,500                         |
| Memberships   | 2,714                   | -                       | 2,714                          |
| Insurance   | 42,738                  | -                       | 42,738                         |
| Telephone   | 36,699                  | -                       | 36,699                         |
| Utilities   | 29,805                  | -                       | 29,805                         |
| Building maintenance                                | 15,203                  | -                       | 15,203                         |
| Equipment maintenance                               | 1,469                   | -                       | 1,469                          |
| Equipment service contracts                         | 125,281                 | -                       | 125,281                        |
| Equipment lease                                     | 4,724                   | -                       | 4,724                          |
| Tower lease   | 41,000                  | -                       | 41,000                         |
| Facilities agreement                                | 40,000                  | -                       | 40,000                         |
| Education and training                              | 2,938                   | -                       | 2,938                          |
| Depreciation  | -                       | -                       | -                              |
| Capital outlay - Communications equipment           | 962,310                 | -                       | 962,310                        |
| Wireless:   |                         |                         |                                |
| Salaries and wages                                  | 397,246                 | -                       | 397,246                        |
| Salaries - Education and training                   | 9,322                   | -                       | 9,322                          |
| Education and training                              | 14,025                  | -                       | 14,025                         |
| Total expenditures/expenses                         | 4,086,075               | -                       | 4,086,075                      |
| <b>Program Revenue</b>                              |                         |                         |                                |
| Telephone service fees                              | 3,880,061               | -                       | 3,880,061                      |
| Wireless service fees                               | 397,246                 | -                       | 397,246                        |
| Microphone fee income                               | 59,100                  | -                       | 59,100                         |
| Other revenues                                      | 3,111                   | -                       | 3,111                          |
| Operating grant - Wireless education income         | 27,573                  | -                       | 27,573                         |
| Total program revenue                               | 4,367,091               | -                       | 4,367,091                      |
| <b>Net Program Revenue</b>                          | 281,016                 | -                       | 281,016                        |
| <b>General Revenue - Interest</b>                   | 281,181                 | 13,700                  | 294,881                        |
| <b>Excess of Revenue Over Expenditures/Expenses</b> | 562,197                 | 13,700                  | 575,897                        |
| <b>Fund Balance/Net Assets - Beginning of year</b>  | 8,269,190               | 381,353                 | 8,650,543                      |
| <b>Fund Balance/Net Assets - End of year</b>        | \$ 8,831,387            | \$ 395,053              | \$ 9,226,440 <sup>52</sup>     |

The Notes to Financial Statements

**Statement of Activities and  
Governmental Fund Revenue, Expenditures, and  
Changes in Fund Balances  
Year Ended September 30, 2008**

| Adjustments<br>(Note 2 B) | Statement<br>of<br>Activities |
|---------------------------|-------------------------------|
| \$ 24,690                 | \$ 1,553,846                  |
| -                         | 686,474                       |
| -                         | 11,826                        |
| -                         | 1,541                         |
| -                         | 4,322                         |
| -                         | 93,357                        |
| -                         | 17,425                        |
| -                         | 16,500                        |
| -                         | 2,714                         |
| -                         | 42,738                        |
| -                         | 36,699                        |
| -                         | 29,805                        |
| -                         | 15,203                        |
| -                         | 1,469                         |
| -                         | 125,281                       |
| -                         | 4,724                         |
| -                         | 41,000                        |
| -                         | 40,000                        |
| -                         | 2,938                         |
| 717,613                   | 717,613                       |
| (877,389)                 | 84,921                        |
| -                         | 397,246                       |
| -                         | 9,322                         |
| -                         | 14,025                        |
| (135,086)                 | 3,950,989                     |
| -                         | 3,880,061                     |
| -                         | 397,246                       |
| -                         | 59,100                        |
| -                         | 3,111                         |
| -                         | 27,573                        |
| -                         | 4,367,091                     |
| 135,086                   | 416,102                       |
| -                         | 294,881                       |
| 135,086                   | 710,983                       |
| 10,519,587                | 19,170,130                    |
| <b>\$ 10,654,673</b>      | <b>\$ 19,881,113</b>          |

## **Notes to Basic Financial Statements**

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# **Genesee County 9-1-1 Consortium Commission**

## **Notes to Basic Financial Statements September 30, 2008**

### **Note 1 - Summary of Significant Accounting Policies**

#### **A. Reporting Entity**

The Genesee County 9-1-1 Consortium Commission (the "Consortium") was jointly created by agreement between Genesee County and various public agencies (Charter Townships of Flint, Clayton, Montrose, Grand Blanc, Genesee, Fenton, Mundy, Mt. Morris, and Vienna; Townships of Davison, Richfield, Argentine, Forest, Atlas, Gaines, Thetford, and Flushing; Cities of Mt. Morris, Clio, Linden, Grand Blanc, Swartz Creek, Burton, Davison, Flushing, and Montrose; and Villages of Gaines, Goodrich, and Otisville) pursuant to the Urban Cooperation Act and the 9-1-1 Act to administer and execute the Genesee County 9-1-1 Consortium Agreement, and to operate the Central Dispatch Public Safety Answering Point pursuant to designation from the Board of Commissioners. The Consortium's effective date of creation was March 1, 1997. The agreement shall terminate on the effective date upon which there are no longer at least two parties to the agreement.

One member is appointed by the governing body of each of the participating members of the consortium. These members collectively constitute the membership board. The membership board is required to adopt an annual operating budget for the operation of central dispatch and shall elect the elected director members of the executive board. The executive board shall consist of 13 members (nine of these members will be members of and elected by the membership board, the four other members shall be two members of the board of commissioners selected by the board of commissioners, a representative of the State Police designated by the director of the State Police, and the Genesee County Sheriff or his or her designated representative). Of the elected directors, six shall represent general law and charter townships, two shall represent cities, and one shall represent villages. Persons holding elected director positions are removable by the membership for reasonable cause.

Any party may withdraw from the Consortium and thereby prospectively rescind or terminate the consortium agreement as to that party, by a formal majority vote of the governing body of the party, which approved withdrawal must also specify an effective date. The withdrawal may not be made effective, however, prior to 180 days after the party has notified the Consortium of the approval of the withdrawal, or at the end of the Consortium's fiscal year within which the vote is taken, whichever is later. The withdrawing party's future financial obligations, if any, as a party to this agreement shall cease as of the date withdrawal becomes effective, and all interest the member may have in funds and other property of the Consortium, including but not limited to the equipment used in operating central dispatch, shall be forfeited. Financial obligations which have accrued as of the withdrawal must be paid by the withdrawing party.

# **Genesee County 9-1-1 Consortium Commission**

## **Notes to Basic Financial Statements September 30, 2008**

### **Note I - Summary of Significant Accounting Policies (Continued)**

#### **A. Reporting Entity (Continued)**

The parties to the Consortium shall be assessed by the membership board their respective shares of any central dispatch costs which are within the proper cost and charge components of the emergency telephone charge under Section 102 of the 9-1-1 Act, MCL 484.1102, and which are not funded by the two emergency telephone charges or by non-parties to this agreement, in these shares:

|                |     |
|----------------|-----|
| Genesee County | 22% |
| Other Parties  | 78% |

The "Other Parties" will share the 78 percent on the basis of an average percent using state equalized value (SEV) and population. The percentages applied will be the respective percentages of each Other Party of the total SEV and the total population of all the Other Parties. This average percentage may be changed from time to time by the executive board when changes in the SEV or population occur, and shall be changed to reflect any addition to or deletion from the roster of Other Parties.

As to any period of operation during which central dispatch is not being operated by the Consortium, no central dispatch costs shall be assessed to the members of the Consortium, the first paragraph of this Section notwithstanding, in excess of the greater of (1) the costs provided for in the annual budget for central dispatch as adopted by the membership board or (2) the costs reasonably required to maintain the type and quality of 9-1-1 service that was being provided by central dispatch.

#### **B. Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the non-fiduciary activities of the government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities normally are supported by charges for services.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include charges to customers who purchase, use, or directly benefit from services provided.



# **Genesee County 9-1-1 Consortium Commission**

## **Notes to Basic Financial Statements September 30, 2008**

### **Note I - Summary of Significant Accounting Policies (Continued)**

#### **C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences and claims and judgments are recorded only when payment is due.

Charges for services associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989 generally are followed in both the government-wide financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board.

Amounts reported as program revenues include charges to customers for services.

When both restricted and unrestricted resources are available for use, it is the Consortium's policy to use restricted resources first, then unrestricted resources as they are needed.

# **Genesee County 9-1-1 Consortium Commission**

## **Notes to Basic Financial Statements September 30, 2008**

### **Note I - Summary of Significant Accounting Policies (Continued)**

#### **D. Assets, Liabilities, and Net Assets or Equity**

##### **1. Deposits:**

The Consortium's cash and cash equivalents include cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

##### **2. Investments:**

Investments for the Consortium are stated at fair value. Certificates of deposit with a maturity date of greater than three months at time of purchase are recorded as investments on the financial statements. At September 30, 2008, the Consortium held one certificate of deposit with a maturity date of greater than three months.

##### **3. Prepaid items:**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

##### **4. Capital assets:**

Capital assets, which include office equipment, communication equipment, and leasehold improvements, are reported in the applicable governmental column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

# Genesee County 9-1-1 Consortium Commission

## Notes to Basic Financial Statements September 30, 2008

### Note I - Summary of Significant Accounting Policies (Continued)

#### D. Assets, Liabilities, and Net Assets or Equity (Continued)

##### 4. Capital assets (continued):

Office equipment, communication equipment, and leasehold improvements of the Consortium are depreciated using the straight-line method over the following estimated useful lives:

| <u>Assets</u>           | <u>Years</u> |
|-------------------------|--------------|
| Office furniture        | 10           |
| Computer equipment      | 5            |
| Software                | 2-5          |
| Communication equipment | 10           |
| Towers                  | 20           |
| Leasehold improvements  | 15           |

##### 5. Fund equity:

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

### Note 2 - Reconciliation of Government-wide and Fund Financial Statements

#### A. Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Assets

The governmental fund balance sheet includes a reconciliation between fund balance - total governmental funds and net assets - governmental activities as reported in the government-wide statement of net assets. One element of that reconciliation explains capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. The details of this difference are as follows:

|   |                     |
|---|---------------------|
| Capital assets, net of accumulated depreciation   | \$11,688,236        |
| Compensated absences  | (49,403)            |
| Capital lease   | <u>(984,160)</u>    |
| Net adjustment to increase fund balance - Total governmental funds<br>to arrive at net assets - Governmental activities | <u>\$10,654,673</u> |

# Genesee County 9-1-1 Consortium Commission

## Notes to Basic Financial Statements September 30, 2008

### Note 2 - Reconciliation of Government-wide and Fund Financial Statements (Continued)

#### B. Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-wide Statement of Activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances - total governmental funds and changes in net assets of governmental activities as reported in the government-wide statement of activities. One element of that reconciliation explains that "Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense." The details of this difference are as follows:

|  |                   |
|--|-------------------|
| Capital outlay   | \$ 1,861,549      |
| Capital lease  | (984,160)         |
| Depreciation expense   | (717,613)         |
| Compensated absences   | <u>(24,690)</u>   |
| Net adjustment to increase net changes in fund balances -<br>Total governmental funds to arrive at changes in net assets<br>of governmental activities | <u>\$ 135,086</u> |

### Note 3 - Stewardship, Compliance, and Accountability

#### Budgetary Information

The Consortium follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to October 1, a proposed operating budget is submitted to the membership board for the year commencing October 1. The operating budget includes proposed expenditures and the means of financing them for the General Fund. (This fund is required to have a budget per Michigan law.)
2. The budget is legally adopted on a line-item basis.
3. Budget appropriations lapse at year end, except for certain projects which are appropriated on a project length basis.
4. The original budget was amended during the year.

# **Genesee County 9-1-1 Consortium Commission**

## **Notes to Basic Financial Statements September 30, 2008**

### **Note 3 - Stewardship, Compliance, and Accountability (Continued)**

A log of telephone calls is maintained by type of caller for use in allocating expenses between nonwireless and wireless. For fiscal year 2008, the split was wireless - 42.5 percent - and nonwireless - 57.5 percent.

The public voted on the telephone service fee of \$2.40 renewing the service fee through December 31, 2010; however, state law only allowed the surcharge to be collected through December 31, 2007. The State of Michigan did approve an extension for the collection of the telephone service fee through June 30, 2008.

New surcharge funding was also passed by the State of Michigan during the current fiscal year, starting July 1, 2008, with a sunset of 14 months; however, the sunset starts from January 1, 2008. The new funding rate for the surcharge is \$1.24 per telephone device and will continue through February 2009.

### **Note 4 - Detailed Notes on All Funds**

#### **A. Deposits and Investments**

Michigan Compiled Laws Section 129.91 (Public Act 20 of 1943, as amended), authorized local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. The local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks, commercial paper rated within the two highest classifications, which matures not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions, which are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

The Consortium has designated one bank for the deposit of its funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in bonds and securities of the United States government and bank accounts and CDs, but not the remainder of state statutory authority as listed above. The Consortium's deposits and investment policies are in accordance with statutory authority.

# Genesee County 9-1-1 Consortium Commission

## Notes to Basic Financial Statements September 30, 2008

### Note 4 - Detailed Notes on All Funds (Continued)

#### A. Deposits and Investments (Continued)

The Consortium's cash and investments are subject to several types of risk, which are examined in more detail below:

Custodial credit risk of bank deposits:

Custodial credit risk is the risk that in the event of a bank failure, the Consortium's deposits may not be returned to it. The Consortium does not have a deposit policy for custodial credit risk. At year end, the Consortium had \$7,942,102 of bank deposits (certificates of deposit, checking and savings accounts) that were uninsured and uncollateralized. The Consortium believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits. As a result, the Consortium evaluates the financial institutions with which it deposits funds and assesses level of risk; only those institutions with an acceptable estimated risk level are used as depositories. Subsequent to year end, FDIC insurance increased to \$250,000 per bank and the Consortium collateralized its certificate of deposits held by one of its banks.

Custodial credit risk of investments:

Custodial credit risk is the risk that, in the event of the failure of the counterparty, the Consortium will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Consortium does not have a policy for custodial credit risk. At year end, the following investment securities were uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the Consortium's name:

| <u>Type of Investment</u> | <u>Carrying Value</u> | <u>How Held</u> |
|---------------------------|-----------------------|-----------------|
| Sweep investment          | \$187,851             | Counterparty    |

Credit risk:

State law limits investments in commercial paper to the top two ratings issued by nationally recognized statistical rating organizations. The Consortium has no investment policy that would further limit its investment choices. As of year end, the credit quality ratings of debt securities (other than the U.S. government) are as follows:

| <u>Investment</u> | <u>Fair Value</u> | <u>Rating</u> | <u>How Held</u> |
|-------------------|-------------------|---------------|-----------------|
| Sweep investment  | \$187,851         | Aaa           | Counterparty    |

# Genesee County 9-1-1 Consortium Commission

## Notes to Basic Financial Statements September 30, 2008

### Note 4 - Detailed Notes on All Funds (Continued)

#### B. Receivables

Receivables as of year end for the Consortium's governmental activities, including the applicable allowances for uncollectible accounts, are as follows:

Governmental activities:

Receivables:

|                                   |                   |
|-----------------------------------|-------------------|
| Interest and dividends            | \$ 38,156         |
| Accounts receivable               | 42,630            |
| Intergovernmental                 | <u>904,149</u>    |
| Gross receivables                 | 984,935           |
| Less allowance for uncollectibles | <u>-</u>          |
| Net total receivables             | <u>\$ 984,935</u> |

#### C. Capital Assets

Capital asset activity for the year ended September 30, 2008 was as follows:

|   | <u>Beginning<br/>Balance</u> | <u>Increases</u>    | <u>Decreases</u>    | <u>Ending<br/>Balance</u> |
|---|------------------------------|---------------------|---------------------|---------------------------|
| <b>Governmental Activities</b>  |                              |                     |                     |                           |
| Capital assets not depreciated -  |                              |                     |                     |                           |
| Construction in progress  | \$ 1,628,712                 | \$ 582,251          | \$ (342,538)        | \$ 1,868,425              |
| Capital assets being depreciated:                                       |                              |                     |                     |                           |
| Office and communication equipment                                      | 16,217,023                   | 1,624,598           | (5,617,702)         | 12,223,919                |
| Leasehold improvements  | 65,555                       | -                   | -                   | 65,555                    |
| Less accumulated depreciation for<br>office and communication equipment | <u>(7,366,990)</u>           | <u>(717,613)</u>    | <u>5,614,940</u>    | <u>(2,469,663)</u>        |
| Net capital assets being<br>depreciated                                 | <u>8,915,588</u>             | <u>906,985</u>      | <u>(2,762)</u>      | <u>9,819,811</u>          |
| Governmental activities capital assets                                  | <u>\$10,544,300</u>          | <u>\$ 1,489,236</u> | <u>\$ (345,300)</u> | <u>\$11,688,236</u>       |

# Genesee County 9-1-1 Consortium Commission

## Notes to Basic Financial Statements September 30, 2008

### Note 4 - Detailed Notes on All Funds (Continued)

#### C. Capital Assets (Continued)

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities - Current:

|  |                  |
|--|------------------|
| Nonwireless  | \$717,613        |
| Wireless   | -                |
| Total depreciation expense - Governmental activities | <u>\$717,613</u> |

Communication project commitments:

The Consortium had four active project commitments during 2008, two of which were still active as of September 30, 2008. The projects include the purchase and installation of a data communication system and the purchase and installation of a public safety mobile data communication system. At year end, the Consortium's commitments are as follows:

| <u>Vendor</u> | <u>Final<br/>Contract<br/>Amount</u> | <u>Paid to<br/>Date</u> | <u>Remaining<br/>Commitment</u> |
|---------------|--------------------------------------|-------------------------|---------------------------------|
| Data Radio    | \$1,382,305                          | \$953,993               | \$428,312                       |
| Integrgraph   | 1,557,928                            | 968,887                 | 589,041                         |

Preventive maintenance plan:

The Consortium has contracted with Motorola to provide an aggressive preventive maintenance plan for communication software. The agreement has a five-year term, an annual rate of \$52,868 for the first two years and \$84,421 for the third through fifth years, and is for the period from March 2007 through February 2012.

#### D. Leases

Operating leases:

The Consortium has agreements for the lease of land sites and the use of a tower under noncancelable operating leases.



# Genesee County 9-1-1 Consortium Commission

## Notes to Basic Financial Statements September 30, 2008

### Note 4 - Detailed Notes on All Funds (Continued)

#### D. Leases (Continued)

Operating leases (continued):

The following is a schedule, by year, of the future minimum rental payments required under the noncancelable operating leases as of September 30, 2008.

|                                 |                  |
|---------------------------------|------------------|
| 2009                            | \$ 37,601        |
| 2010                            | 37,601           |
| 2011                            | 37,601           |
| 2012                            | 37,601           |
| 2013                            | 37,601           |
| 2014 and after                  | <u>434,411</u>   |
| Total minimum payments required | <u>\$622,416</u> |

The Consortium also entered into a sublease agreement in July 2004 with a third party for the use of the land sites noted above. The third party has constructed communication towers on the land sites. This lease also gives the Consortium the use of the towers that will be constructed on these sites by the third party. The maintenance and insurance of the towers will be maintained by the third party.

Rental expense for all operating leases for the year ended September 30, 2008 was \$41,000.

The Consortium also has a facilities agreement for the occupancy of space in which it currently operates. The agreement is an annual lease and can be cancelled six months prior to year end in any given year. The agreement has an annual rate of \$40,000, which covers use of space and various utilities.

# Genesee County 9-1-1 Consortium Commission

## Notes to Basic Financial Statements September 30, 2008

### Note 4 - Detailed Notes on All Funds (Continued)

#### D. Leases (Continued)

Capital lease:

During the current fiscal year, the Consortium entered into an equipment lease-purchase agreement for the Davison site tower. This lease agreement qualifies as a capital lease for accounting purposes and, therefore, has been recorded at the present value of future minimum lease payments as of the inception date. The future minimum lease obligations and the net present value are as follows:

| <u>Years Ending June 30</u>       | <u>Amount</u>     |
|-----------------------------------|-------------------|
| 2009                              | \$ 274,036        |
| 2010                              | 274,036           |
| 2011                              | 274,036           |
| 2012                              | <u>274,036</u>    |
| Total minimum payments required   | 1,096,144         |
| Less amount representing interest | <u>(111,984)</u>  |
| Present value                     | <u>\$ 984,160</u> |

#### E. Long-term Debt

Governmental activities:

The compensated absences represent the estimated liability to be paid employees under the Consortium's pay policy. Under the Consortium's various contracts, employees earn compensation and sick time based on the pay policy.

Long-term liability activity for the year ended September 30, 2008 can be summarized as follows:

|                         | Balance<br>October 1,<br><u>2007</u> | <u>Additions</u>   | <u>Deletions</u> | Balance<br>October 1,<br><u>2008</u> | Due<br>Within<br><u>One Year</u> |
|-------------------------|--------------------------------------|--------------------|------------------|--------------------------------------|----------------------------------|
| Compensated<br>absences | \$ 24,713                            | \$ 73,581          | \$ 48,891        | \$ 49,403                            | \$ 49,403                        |
| Capital lease           | -                                    | 1,200,000          | 215,840          | 984,160                              | 230,197                          |
| Total                   | <u>\$ 24,713</u>                     | <u>\$1,273,581</u> | <u>\$264,731</u> | <u>\$1,033,563</u>                   | <u>\$279,600</u>                 |

# **Genesee County 9-1-1 Consortium Commission**

## **Notes to Basic Financial Statements September 30, 2008**

### **Note 5 - Other Information**

#### **A. Retirement Plan**

Full-time dispatchers and supervisors:

The Consortium has established the Genesee County 9-1-1 Consortium defined contribution pension plan administered by John Hancock Financial. The plan covers all full-time employees, with the exception of the director and deputy director, of the Consortium with at least three months of service and who are at least 18 years of age.

The employer contributes 10 percent of (total gross pay) employee compensation earned during the plan year for full-time dispatchers, the computer technician, and systems specialists. The employer contributes 15 percent of (total gross pay) employee compensation earned during the plan year for full-time supervisors, the computer administrator, and the administrative assistant. Each participant is 20 percent vested for each completed year of service to 100 percent vested for contributions made by the employer on his or her behalf. The plan does allow for voluntary employee contributions up to 10 percent for any employee who receives a 10 percent employer contribution. The plan also calls for a mandatory 5 percent employee contribution from all employees who receive a 15 percent employer contribution. During the year ended September 30, 2008, the Consortium contributed \$184,710 into the plan and employees contributed \$21,896 into the plan.

Director and Deputy Director:

The Consortium has also established the Genesee County 9-1-1 Consortium money purchase plan (Executive 401) administered by ICMA. The plan covers the director and deputy director of the Consortium with no service or age requirements.

The employer contributes 18 percent and 15 percent of (base pay) employee compensation earned during the plan year for the director and deputy director, respectively, and the employee contributes 5 percent. There is no vesting period included in this plan. During the year ended September 30, 2008, the Consortium contributed \$27,570 into the plan and the director and deputy director contributed \$8,246.

457 plan:

The Consortium offers its employees a deferred compensation plan in accordance with Internal Revenue Code Section 457. The plan, available to substantially all Consortium employees, permits them to defer a portion of their current salary until future years. The deferred compensation is not available to the employees until termination, retirement, death, or unforeseen emergency.

# **Genesee County 9-1-1 Consortium Commission**

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## **Notes to Basic Financial Statements September 30, 2008**

### **Note 5 - Other Information (Continued)**

#### **A. Retirement Plan (Continued)**

457 plan (continued):

The Consortium's plan administrator, ICMA, holds the assets of the plan within trusts. As a result, the plan's assets are not reflected on the financial statements since the Consortium has no fiduciary or administrative responsibility for these plans.

#### **B. Risk Management**

The Consortium is exposed to various risks of loss related to property loss, torts, errors and omission, and employee injuries. The Consortium has purchased commercial insurance for coverage of all claims except employee unemployment benefits. Settled claims for the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years. The Consortium pays unemployment claims on a reimbursement basis.

#### **C. Contingency**

New surcharge funding was passed by the State of Michigan during the current fiscal year, starting July 1, 2008, with a sunset of 14 months; however, the sunset starts from January 1, 2008. The new funding rate for the surcharge is \$1.24 per telephone device and will continue through February 2009.

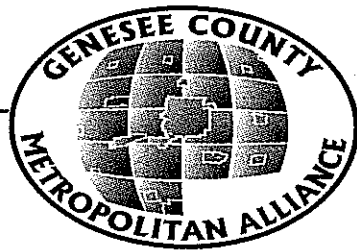
## **Required Supplementary Information**

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# Genesee County 9-1-1 Consortium Commission

## Budgetary Comparison Schedule General Fund Year Ended September 30, 2008

|  | Budgeted            |                     | Actual              | Variance<br>With Final<br>Budget |
|--|---------------------|---------------------|---------------------|----------------------------------|
|  | Original            | Final               |                     |                                  |
| <b>Revenue</b>   |                     |                     |                     |                                  |
| Telephone service fees                                 | \$ 3,925,000        | \$ 3,925,000        | \$ 3,880,061        | \$ (44,939)                      |
| Wireless service fees                                  | 389,000             | 364,000             | 397,246             | 33,246                           |
| Wireless education income                              | 20,000              | 27,500              | 27,573              | 73                               |
| Microphone income                                      | -                   | 53,900              | 59,100              | 5,200                            |
| Earnings on investments and deposits                   | 200,000             | 288,000             | 281,181             | (6,819)                          |
| Other revenue  | 2,000               | 2,000               | 3,111               | 1,111                            |
| <b>Total revenue</b>                                   | <b>4,536,000</b>    | <b>4,660,400</b>    | <b>4,648,272</b>    | <b>(12,128)</b>                  |
| <b>Expenditures - Current</b>                          |                     |                     |                     |                                  |
| Nonwireless:   |                     |                     |                     |                                  |
| Salaries and wages                                     | 1,646,000           | 1,530,800           | 1,529,156           | 1,644                            |
| Fringe benefits  | 670,200             | 733,500             | 686,474             | 47,026                           |
| Office supplies  | 12,250              | 13,070              | 11,826              | 1,244                            |
| Postage  | 2,500               | 2,500               | 1,541               | 959                              |
| Uniforms   | 6,000               | 6,000               | 4,322               | 1,678                            |
| Contract services                                      | 193,500             | 124,500             | 93,357              | 31,143                           |
| Accounting   | 20,000              | 20,000              | 17,425              | 2,575                            |
| Professional fees                                      | 40,000              | 18,000              | 16,500              | 1,500                            |
| Memberships  | 3,890               | 3,890               | 2,714               | 1,176                            |
| Insurance  | 52,000              | 52,000              | 42,738              | 9,262                            |
| Telephone  | 70,500              | 41,500              | 36,699              | 4,801                            |
| Utilities  | 40,000              | 40,000              | 29,805              | 10,195                           |
| Building maintenance                                   | 18,900              | 18,900              | 15,203              | 3,697                            |
| Equipment maintenance                                  | 17,500              | 67,500              | 1,469               | 66,031                           |
| Equipment service contracts                            | 259,100             | 159,100             | 125,281             | 33,819                           |
| Equipment lease  | 5,700               | 5,700               | 4,724               | 976                              |
| Tower lease  | 50,000              | 50,000              | 41,000              | 9,000                            |
| Facilities agreement                                   | 40,000              | 40,000              | 40,000              | -                                |
| Education and training                                 | 19,650              | 7,650               | 2,938               | 4,712                            |
| Contingency  | 25,000              | 25,000              | -                   | 25,000                           |
| Capital outlay - Communications<br>equipment           | 5,141,870           | 1,051,170           | 962,310             | 88,860                           |
| Wireless:  |                     |                     |                     |                                  |
| Salaries and wages                                     | 389,000             | 459,000             | 397,246             | 61,754                           |
| Salaries - Education and training                      | 9,000               | 9,500               | 9,322               | 178                              |
| Education and training                                 | 16,500              | 16,500              | 14,025              | 2,475                            |
| <b>Total expenditures</b>                              | <b>8,749,060</b>    | <b>4,495,780</b>    | <b>4,086,075</b>    | <b>409,705</b>                   |
| <b>Excess of Revenue Over (Under)<br/>Expenditures</b> | <b>(4,213,060)</b>  | <b>164,620</b>      | <b>562,197</b>      | <b>397,577</b>                   |
| <b>Fund Balance - Beginning of year</b>                | <b>8,269,190</b>    | <b>8,269,190</b>    | <b>8,269,190</b>    | <b>-</b>                         |
| <b>Fund Balance - End of year</b>                      | <b>\$ 4,056,130</b> | <b>\$ 8,433,810</b> | <b>\$ 8,831,387</b> | <b>\$ 397,577</b>                |

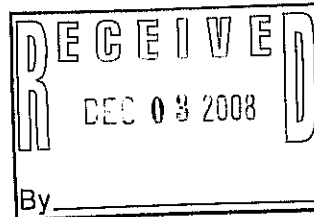


ROOM 223 – 1101 BEACH STREET

FLINT, MICHIGAN 48502-1470

TELEPHONE (810) 257-3010 FAX (810) 257-3185

December 2, 2008



Paul Bueche, City Manager  
City of Swartz Creek  
8083 Civic Dr  
Swartz Creek, MI 48473

Subject: Genesee County High Priority Transportation Infrastructure Projects

Dear Paul Bueche:

This letter is to inform you that the Flint-Genesee County MPO is compiling a list of high priority public infrastructure projects within Genesee County. This list is being developed due to the possibility of an economic stimulus package through the policies of the new federal administration.

As the County MPO, we are requesting a list of high priority projects from all local units of government in an attempt to compile one list as a county to provide to our legislators. If you would like any projects within your municipality to be included on our master list, please send this information to the attention of Ms. Sheila Taylor no later than 5:00 p.m. on Monday, December 8, 2008.

If you need additional information or have any questions please contact me at (810)766-6546.

Sincerely,

Derek Bradshaw, Principal Planner  
Genesee County Metropolitan Planning Commission

Cc: Genesee County Board of Commissioners  
Dan Harrell



**City of  
Swartz  
Creek**

**City Offices**

M-F 8am-4:30pm  
810.635.4464  
810.635.2887 fax

**Police Department**

Emergency 911  
M-F 8am-5pm  
810.635.4401  
810.635.3728 fax

**Public Services Department**

M-F 8am-4:30pm  
810.635.4464

December 5, 2008

Ms. Sheila Taylor  
Genesee County Metropolitan Planning Commission  
1101 Beach Street  
Flint, MI. 48502-1470

Subject: Transportation Infrastructure Projects

Dear Ms. Taylor:

Pursuant to your request on December 2, 2008, please see a summary list below outlining the city's infrastructure priority list:

**I. PAVING PROJECTS**

Major Streets-

1. *Miller Road*  
Reconstruct Miller Road from Dye to Bristol (3,600'): **\$2,000,000**  
Repair/Resurface Miller Road from Tallmedge to Elms (2,500'): **\$1,300,000**
2. *Morrish Road*  
Repair/Resurface Morrish Road from I-69 to R.R. (4,500'): **\$150,000**
3. *Bristol Road*  
Repair/Resurface Bristol Road from GM to Miller (800'): **\$200,000**

Local Streets-

1. *Jennie Lane*  
Reconstruct Jennie Lane (1,200'): **\$300,000**
2. *Abbey Lane*  
Repair/Resurface Abbey Lane (1,000'): **\$180,000**
3. *Chesterfield Drive*  
Reconstruct Chesterfield (4,200'): **\$800,000**
4. *Worcester Drive*  
Reconstruct Worcester (3,000'): **\$650,000**
5. *Daval Drive*  
Reconstruct Daval (2,200'): **\$500,000**

Trails-

1. *Genesee Valley Trail*  
10 foot wide multi-use bituminous trail connecting Elms Road Park  
To the intersection of Bristol and Miller Roads (7,500'): **\$520,000**





## II. UTILITY PROJECTS

### Watermain -

1. *Miller Road*

Replace 12" watermain along Miller Road from Third Street to Dye Roads (14,000'): **\$1,750,000**

2. *Morrish Road*

Replace 10" watermain along Morrish Road from I-69 to Miller (2,800'): **\$350,000**

### Sanitary Sewer -

1. *Collection System Rehabilitation*

Rehab city's gravity sewer system by pipe re-lining \$100,000/yr for 7 years: **\$700,000**

2. *Footing Drain Disconnect Program*

Complete footing drain connections to the city's storm sewer System for approximately 800 homes: **\$4,000,000**

## III. BRIDGES

1. *Morrish Road Over Swartz Creek*

Remove and Replace Bridge Superstructure: **\$650,000**

If you should have any questions, or need any additional information, please do not hesitate to contact me.

Very truly yours,

---

Adam H. Zettel, AICP  
Assistant City Manager  
City of Swartz Creek  
azettel@cityofswartzcreek.org

Bridge: **Morrish Road over the Swartz Creek**  
 Date: 2008

Span: 44 feet  
 Width: 59.25 feet w/out sidewalks - 4 lanes traffic  
 Area: 2607 sft

**Proposed Improvements:**

- Remove Superstructure
- New Superstructure
- New CIP Deck
- New Railing and Sidewalk
- Upgrade Guardrail
- Approach Roadway Resurface

**Bridge Work:**

| Item                        | Quantity | Units | Unit Price   | Cost          |
|-----------------------------|----------|-------|--------------|---------------|
| Remove Superstructure       | 1        | LS    | \$ 40,000.00 | \$ 40,000.00  |
| 17" Prestressed Box Beams   | 2650     | Sft   | \$ 44.00     | \$ 116,600.00 |
| Post Tensioning             | 1        | LS    | \$ 8,000.00  | \$ 8,000.00   |
| 6" CIP Deck                 | 50       | cyd   | \$ 275.00    | \$ 13,750.00  |
| CIP Deck Form, Finish, Cure | 1        | LS    | \$ 15,000.00 | \$ 15,000.00  |
| Bridge Railing (2 Railings) | 176      | Ft    | \$ 155.00    | \$ 27,280.00  |
| 8" Raised Sidewalk          | 15       | cyd   | \$ 275.00    | \$ 4,125.00   |
|                             |          |       |              | \$ -          |
|                             |          |       |              | \$ -          |

Total Bridge Work \$ 224,755.00

**Road Work:**

| Item                           | Quantity | Units | Unit Price  | Cost         |
|--------------------------------|----------|-------|-------------|--------------|
| Maintaining Traffic/Detour     | 1        | LS    | \$ 5,000.00 | \$ 5,000.00  |
| Erosion Control                | 1        | LS    | \$ 5,000.00 | \$ 5,000.00  |
| Guardrail Anchorage            | 4        | Ea    | \$ 1,500.00 | \$ 6,000.00  |
| Approach Guardrail             | 150      | Ft    | \$ 22.00    | \$ 3,300.00  |
| Guardrail Terminals            | 4        | Ea    | \$ 1,800.00 | \$ 7,200.00  |
| Approach Pavement (40 ft E.S.) | 3700     | Sft   | \$ 8.50     | \$ 31,450.00 |
| Approach Curb and Gutter       | 160      | Ft    | \$ 40.00    | \$ 6,400.00  |
|                                |          |       |             | \$ -         |
|                                |          |       |             | \$ -         |
|                                |          |       |             | \$ -         |

Total Road Work \$ 64,350.00

Total Bridge Work + Road Work \$ 289,105.00  
 Mobilization (10%) \$ 28,910.50  
 Contingency (15%) \$ 47,702.33  
**Total \$ 365,717.83**

|   |                      |
|---|----------------------|
| <b>Total with Inflation (4%) - 2011</b> | <b>\$ 411,382.82</b> |
|---|----------------------|



December 2, 2008

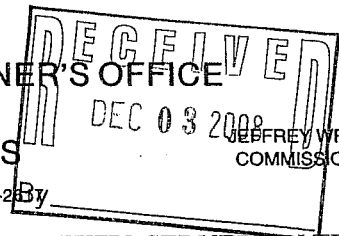
GENESEE COUNTY DRAIN COMMISSIONER'S OFFICE

-DIVISION OF-

WATER & WASTE SERVICES

G-4610 BEECHER ROAD • FLINT, MICHIGAN 48532-2837

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



TO: CLERK OF THE GOVERNING BODIES OF EACH OF THE COMMUNITIES SERVED BY THE GENESEE COUNTY INTERCEPTOR SYSTEM

RE: Notice of Rates to be Charged for Sanitary Sewer for All Bills Rendered On and After January 2, 2009

Dear Ladies and Gentlemen:

On November 19, 2008, the Advisory Committee reviewed and gave their recommendation of approval of new sewer rates to the Drain Commissioner. The Drain Commissioner has accepted their recommendation and has approved the new sewer rates effective January 2, 2009, for the I & T sewer system, which serves your community. There is no change to the structure of the rates and it remains in compliance with Bolt. The cost is reasonable for the service received. The system is voluntary by way of meters and it supports the operation of the sewer system, which treats our wastes to state mandated requirements.

The County has increased both the Readiness to Serve charges and the commodity charge. This also will result in an increase to the calculated flat rate charge. The last rate increase by the County for sewer service was in 2002. In 2007, the County changed the rate structure from minimum volume to a Readiness to Serve and commodity rate. This change in structure did not significantly change our reserves.

The County has adopted a 5-year rate structure system. Instead of annual increases, the County sets rates on a 5-year basis. This allows for a stabilization of rates over that period. Therefore, the rates are established for 2009 to 2013.

Since 2002, the Division has experienced significant cost increase in our chemical costs, electrical costs, biosolids disposal, and health care costs. During this period, the County has reduced our retirement benefits, health care benefits, and in 2008, had a pay freeze for our employees. We are also operating at 80% of desired staffing levels. These changes still did not keep pace with our rising costs.

Finally, the County has changed to the depreciation method of accounting in compliance with GASB standards. These changes equate to about 15¢ per day for the average customer. In 2002, 400 cubic feet per month would cost \$12.00. In 2009, the cost will be \$11.09.

**Please remember, these are the charges for the local municipality. Each municipality needs to evaluate these rates and the rate structure and determine the necessary changes required for their rates and the savings they will pass on to their individual customers.**

In the event this rate adjustment makes it necessary to modify the rates established in your municipality, we would be pleased to assist you in the preparation of the adjustments that you may wish to make. For those customers who have contracted with the County for billing services, we will need your rate information by the 15<sup>th</sup> of the month prior to the month of implementation. For example, if you wish to update your rate for January 2, 2009, we need your Council/Board approval rate by December 15, 2008, to allow us time to implement. If there are any questions relative to the rate adjustment, please advise us.

Sincerely,

John F. O'Brien, P.E., Director  
Division of Water and Waste Services



# NOTICE OF RATE CHANGE

## RATES AND CHARGES TO BE MADE TO THE MUNICIPALITIES SERVED BY THE GENESEE COUNTY SEWAGE DISPOSAL SYSTEM (INTERCEPTOR AND TREATMENT FACILITIES) EFFECTIVE WITH THE BILLINGS TO BE SENT ON OR AFTER JANUARY 2, 2009

### I. RATES:

- A. Where individual water meter readings are available, the readings shall be used as the basis for payment. The rate charge shall be based on the water consumption measured by the accumulation of these individual water meter readings and shall be \$1.658 per 100 cubic feet of water consumed or \$2.217 per 1,000 gallons of water consumed, plus a minimum charge of \$3.414 per month (\$10.242 per quarter) per unit.
- B. Where community bulk sewer meter readings are available, the readings shall be used as a basis of payment. The rate charge shall be based on sewer discharged through a meter directly into the county interceptor and shall be \$1.912 per 100 cubic feet (or \$2.556 per 1,000 gallons) of water delivered, plus a minimum charge of \$500.00 per month.
- C. For all other connections having an unmetered water supply, the rate shall be \$24.14 per unit per month (\$72.28 per quarter) based upon the Residential Equivalent Units (REU) set forth below:

| <u>USAGE</u>  | <u>REU</u>              |
|---|-------------------------|
| Auto Dealers .....                                      | .40 per 1000 sq. ft.    |
| Barber Shops .....                                      | .08 per chair           |
| Bar .....   | .06 per seat            |
| Beauty Shops .....                                      | .30 per booth           |
| Boarding Houses .....                                   | .20 per person          |
| Boarding Schools .....                                  | .35 per person          |
| Bowling Alleys (No Bars/Lunch Facilities).....          | .20 per alley           |
| Car Wash .....  | 10.00 single production |
| Churches .....  | .01 per seat            |
| Cleaners (Pick-up Only) .....                           | .06 per employee        |
| Cleaners (Pressing Facilities) .....                    | 1.25 per press          |
| Clinics (minimum assignment – 1 unit/profession) .....  | .65 per doctor          |
| Convalescent Homes .....                                | .30 per bed             |
| Convents .....  | .25 per person          |
| Country Clubs .....                                     | .10 per member          |
| Drug Stores (With Fountain Service) .....               | .10 per seat            |
| Factories (exclusive of excessive industrial use) ..... | .50 per 1,000 sq. ft.   |
| Fraternal Organizations (Members Only) .....            | 1.25 per hall           |
| Fraternal Organizations (Members & Rentals) .....       | 2.50 per hall           |
| Grocery Stores & Super Markets .....                    | 1.10 per 1,000 sq. ft.  |
| Hospitals .....   | 1.40 per bed            |
| Hotels .....  | .25 per bed             |
| Laundry (Self Service) .....                            | .50 per washer          |
| Motels .....  | .25 per bed             |
| Multiple Family Residence .....                         | 1.00 per unit           |
| Office Building .....                                   | .60 per 1,000 sq. ft.   |
| Public Institutes (Other than Hospitals) .....          | .40 per employee        |
| Restaurants (Dinner and/or Drinks) .....                | .16 per seat            |
| Rooming Houses (No Meals) .....                         | .167 per person         |
| Schools (Cafeteria without Showers and/or Pool) .....   | 1.50 per classroom      |
| Schools (Showers and/or Pool) .....                     | 2.00 per classroom      |

USAGE

|  |  |
|--|--|
| Schools (Gym & Cafeteria) .....                      | 2.50 per classroom                           |
| Service Stations .....                               | .30 per pump                                 |
| Snack Bars, Drive-ins .....                          | .10 per seat &/or stall                      |
| Store (other than specifically listed) .....         | .20 per employee                             |
| Swimming Pool .....                                  | 3.50 per 1,000 sq. ft.                       |
| Theaters (Drive-Ins) .....                           | 0.1 per car space                            |
| Theaters (Inside with Air Conditioning) .....        | .0001 x weekly hours<br>of operation x seats |
| Tourist Courts (Individual Bath Units) .....         | .27 per cubical                              |
| Trailer Parks (Central Bath Houses) .....            | .35 per trailer                              |
| Trailer Parks (Individual Baths) .....               | 1.00 per unit                                |
| Trailer Parks (Individual Baths Seasonal Only) ..... | .50 per unit                                 |
| Warehouses .....                                     | .10 per 1,000 sq. ft.                        |

NEC

II. INFLOW AND INFILTRATION

A. Fee

Each community shall pay additional fees for excess inflow and infiltration delivered to the County interceptor for treatment. Excess inflow and infiltration shall be considered to be any flow in excess of two (2) times the annual average flow. If a 25-year storm event results in excess flows, no fee shall be collected by the County Agency.

The fees shall be as follows:

|  |                           |
|--|---------------------------|
| Volume from 2 to 2.5 times the community average flow              | \$0.60 per 100 cubic feet |
| Volume from greater than 2.5 to 3 times the community average flow | \$0.90 per 100 cubic feet |
| Volume greater than 3 times community average flow                 | \$1.20 per 100 cubic feet |

B. Penalty

For each event in which a community's flow exceeds three (3) times the community's average flow, the community will pay a \$5,000.00 penalty to the County Agency. The funds will be returned to the community on a dollar per dollar basis for each dollar spent on removing / eliminating inflow and infiltration in their collection system.

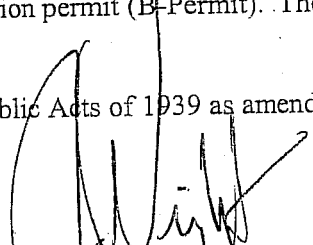
III. CHARGES:

A. County Capital Improvement Fee

The County will charge a Capital Improvement Fee of \$1,000.00 per unit based upon the "Table of Unit Factors" prior to the issuance of a sanitary connection permit (B-Permit). The County Agency shall collect the fee.

The rates are established pursuant to Act 342 Michigan Public Acts of 1939 as amended.

Dated: 12-1-08

  
 \_\_\_\_\_  
 JEFFREY WRIGHT  
 Genesee County Drain Commissioner  
 The County Agency

What do you get when the League puts a couple hundred community leaders, a sea of freshman and veteran lawmakers and top-notch policy experts together at one conference?

You're about to find out . . .



# Capital Conference 2009

March 3-4, 2009  
Lansing Center, Lansing



## General Information

### Conference Registration

The Conference registration will be open from noon to 6:00 pm on Tuesday, March 3. The registration area will be located in the center hallway of the Lansing Center, between Halls B and C. Registration on Wednesday, March 4, will begin at 7:30 am.

### Parking

Parking is available at all city parking structures at a rate of \$2.00 per hour. Due to the automation of all municipal parking in Lansing, the League will no longer be able to validate parking.

### Michigan Women in Municipal Government

#### Eggs & Issues Breakfast

Date: Wednesday, March 4, 2009

Time: 7:45-8:45 am

Location: Lansing Center

Cost: \$25

This event presents an opportunity for local government officials to share ideas and solutions and to hear updates on issues pertinent to municipalities.

Use the Delegate Registration Form to reserve your ticket. Tickets must be paid for in advance.

### Capital Reception

Date: Wednesday, March 4, 2009

Time: 4:30-7:00 pm

Location: League Capital Office

This year's legislative reception will be held in the League's Capital Office, located across the street from the Capitol, right in the heart of downtown Lansing. The reception will be held throughout the office building showcasing a glass-enclosed atrium with a breathtaking view of the Capitol dome. Come join the fun with your colleagues and explore our Lansing facility!

## Agenda At A Glance

### Tuesday, March 3, 2009

|                  |  |
|------------------|--|
| 10:00 am-1:00 pm | MML Board of Trustees Meeting & Lunch at League's Capital Office   |
| Noon-6:00 pm     | Conference Registration  |
| 2:00-4:00 pm     | Legislative Governance Committee Meeting                           |
| 4:00-5:00 pm     | Capital Conference Welcome   |
| 5:00-7:30 pm     | MML Liability & Property Pool<br>Capital Conference Kick-Off Party |

### Pre-Conference Workshops

|                 |   |
|-----------------|---|
| 9:00 am-Noon    | Essential Skills for Elected Officials  |
| 9:00 am-4:00 pm | Saving Money Through Risk Management  |
| 9:00 am-5:00 pm | Michigan Association of Municipal Attorneys (MAMA) 22nd Annual Advanced Institute |
| 1:00-4:00 pm    | Making Michigan a Box Office Hit  |

### Wednesday, March 4, 2009

|                  |   |
|------------------|---|
| 7:30 am          | Conference Registration Open  |
| 7:45-8:45 am     | Continental Breakfast in Exhibit Hall<br>Michigan Women in Municipal Government Eggs & Issues Breakfast |
| 7:45-8:45 am     | Legislative Director's Breakfast  |
| 7:30 am-3:15 pm  | Spring Expo Open  |
| 9:00-10:00 am    | General Session   |
| 10:00-10:15 am   | Break   |
| 10:15-11:30 am   | Concurrent Sessions   |
| 11:30-12:00 pm   | Networking Break in Exhibit Hall<br>Michigan Black Caucus of Local Elected Officials Meeting            |
| 12:00 pm-1:15 pm | Luncheon  |
| 1:30-2:45 pm     | Concurrent Sessions   |
| 2:45-3:15 pm     | Networking Break in Exhibit Hall  |
| 3:15-4:30 pm     | State & Federal Affairs Update  |
| 4:30-7:00 pm     | Reception at League's Capital Office  |

### \*MML Insurance Programs Support Capital Conference

If your community is a member of the Fund and or Pool, MML Liability and Property Pool and Workers' Compensation Fund members are eligible for a \$50 discount on the Conference registration fee. For questions about the MML Pool and Fund membership please contact Jennifer Orr at [jorr@mml.org](mailto:jorr@mml.org) or 800-653-2483.

### \*\* Alcoa Community Special

The Michigan Municipal League Foundation (MMLF) has received a grant from the Alcoa Foundation to be used for training local elected officials in the village of Mattawan, city of Farmington Hills, city of Traverse City, and Village of Eau Claire city and village officials in Ottawa and Muskegon counties. The mission of the Alcoa Foundation is to actively invest in the quality of life in Alcoa communities worldwide.

## Student Agenda

|          |                               |
|----------|-------------------------------|
| 10:00 am | Welcome                       |
| 10:15 am | Mock Council Session          |
| 11:30 am | Lunch                         |
| 1:00 pm  | Insider's Tour of the Capitol |
| 2:00 pm  | Adjourn                       |

### Student Delegates

You are encouraged to bring students ages 15-19 from your community, to the Capital Conference. Through the generosity of the Michigan Municipal League Foundation's George D. Goodman Scholarship Fund, the attendance fee for student delegates has been waived.

Not only do we have a program tailored to the students, they also have the option of attending sessions on the regular agenda, or a combination of both. In providing students their own agenda for the day, we hope to give them a better understanding of how local and state government work and work together.

The supervision of students and arrangements for travel and lodging (including associated costs) are the responsibility of the host municipality, school or organization. Students may not attend unsupervised.

Register students by completing the Student Registration Form. Please complete only one form per attendee, but feel free to make as many copies as necessary.



## Housing Reservation Process

Housing reservations will only be accepted at the headquarters hotel for registered Conference attendees. Fax the housing form with your personalized registration code to the hotel. A confirmation email containing your registration information, Conference username and password, a link to the housing form and your personalized code, will be sent within 48 hours of the League receiving your Conference registration form.

### Headquarters Hotel

The Radisson Hotel, Lansing  
See the reservation form at [www.mml.org](http://www.mml.org)  
111 North Grand Ave., Lansing, MI 48933  
Phone: 517-482-0188 Fax: 517-487-6646  
Flat Rate, \$129 (plus 7% city occupancy, 6% state sales tax and \$10 per night valet parking fee). After February 2, 2009 reservations accepted on space available basis only.

### Sheraton Hotel, Lansing

Contact the hotel directly for reservations  
925 S. Creyts Rd., Lansing, MI 48917  
Phone: 517-323-7100; Fax: 517-323-2180  
Single, double, triple and quad \$99 (plus 6% room assessment and 6% state sales tax). After February 10, 2009 reservations accepted on space available basis only.

### State Taxes

To avoid having to pay state taxes on your hotel room, bring your proof of tax exempt status with you to the hotel.

- Pay your hotel bill with a check from your municipality or with a credit card that has your municipality's name on it.
- If you pay with a personal credit card or cash, your room will not be tax exempt.



# 2009 MML Capital Conference

Lansing Center, Lansing – Tuesday, March 3, 2009

## Pre-Conference Education Program Registration Form

MUNICIPALITY or FIRM \_\_\_\_\_

LAST NAME \_\_\_\_\_

FIRST NAME \_\_\_\_\_

TITLE \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_

ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

FAX \_\_\_\_\_

EMAIL REQUIRED (Please print clearly. Confirmations sent via email)

Would you like to receive more training information from the MML by email?     Yes     No

| FEES—EARLY REGISTRATION (if received by February 17)   | MML Member | Nonmember | MML Fund or Pool Member | Alcoa Rate |
|--|------------|-----------|-------------------------|------------|
| <input type="checkbox"/> Essential Skills for Elected Officials (09C-01)                         | \$115      | \$160     | \$115                   | \$40       |
| <input type="checkbox"/> Saving Money Through Risk Management (09C-02)                           | \$115      | \$160     | \$10                    | \$40       |
| <input type="checkbox"/> Making Michigan a Box Office Hit (09C-03)                               | \$70       | \$125     | \$70                    | \$30       |
| <input type="checkbox"/> Michigan Association of Municipal Attorneys Advanced Institute (09C-04) | \$115      | \$160     | \$115                   | \$40       |

FEE FROM TABLE ABOVE .....\$ \_\_\_\_\_

LATE FEE (if received after February 17) add \$35 .....\$ \_\_\_\_\_

**TOTAL FEE** .....\$ \_\_\_\_\_

**PAYMENT INFORMATION**

- Check Enclosed (Payable to Michigan Municipal League)
- Credit Card:     MasterCard     Visa     American Express

NUMBER \_\_\_\_\_

EXPIRATION DATE \_\_\_\_\_

NAME ON CREDIT CARD \_\_\_\_\_

SIGNATURE \_\_\_\_\_

**TO REGISTER**

1. Fax form to 734-662-6939, then
2. If paying by check please mail this form along with a check payable to the Michigan Municipal League, PO Box 7409, Ann Arbor, MI 48107-7409.
3. Credit card payments may be faxed or mailed to Michigan Municipal League, PO Box 7409, Ann Arbor, MI 48107-7409.

## Essential Skills for Elected Officials

Tuesday, March 3, 2009

This session is not only for those recently elected, but for every elected official who wants to serve his or her municipality more effectively. This day-long session can clarify many of the questions that you have had since you assumed office, and it covers basic information about the responsibilities of your office. At this session you will be able to network with many new and experienced elected officials. Topics such as conducting meetings the Open Meetings Act, and the Freedom of Information Act will be covered. Upon completion of the program attendees will:

1. Be able to cite provisions of the Freedom of Information Act that regulates and sets requirements for the disclosure of public records (including the exceptions and rationale for nondisclosure under certain circumstance).
2. Be able to identify the issues affecting local government in the state Legislature and of the importance of lobbying to assure the advocacy of local government interests.
3. Be able to schedule and conduct meetings within the guidelines of the Open Meetings Act.
4. List the tips to work with the media so that the local government message is accurately conveyed to the public.
5. Explain the laws that affect ethical standards for public officials at the state level and the reason for their importance.
6. Use the procedures and tips given to conduct an effective and time-efficient meeting. (09C-01)

- Check-in 8:30 am; Begin 9:00 am; Lunch; Adjourn 4:00 pm
- Lansing Center, Lansing 517-483-7400
- Speakers: A panel of experienced speakers
- Credits: CEU .6, EOA 6

## Saving Money Through Risk Management

Tuesday, March 3, 2009

Come and learn how Risk Management can save you money. It's within your control! A solid Risk Management plan will enable you to enhance safety, minimize lawsuits, meet regulatory compliance standards, improve business decisions, and enhance asset management. Attendees will view a PowerPoint presentation, see examples of case studies, and have the opportunity to ask questions about the information provided. At the end of the program,

2009 Capital Conference

participants will be able to determine the true cost of accidents, analyze insurance options, and evaluate the causes of loss so that you can implement change to mitigate future claims. (09C-02)

- Check-in 8:30 am; Begin 9:00 am; Lunch; Adjourn 4:00 pm
- Lansing Center, Lansing 517-483-7400
- Speakers: A panel of experienced speakers
- Credits: CEU .6, EOA 6, CC3

## Making Michigan a Box Office Hit

Tuesday, March 3, 2009

Lights, Camera, Action—Recently approved tax incentives have given Michigan communities a leg-up in the movie-making business. Learn how to capitalize on economic development opportunities associated with Hollywood. After attending this event community leaders will know how to register their communities with the film office; market their community as a movie making hot-spot; develop a streamlined permit process; and explain to others the positive economic impact the industry has on other communities. (09C-03)

- Check-in 12:30 pm; Begin 1:00 pm; Adjourn 4:00 pm
- Lansing Center, Lansing 517-483-7400
- Speakers: A panel of experienced speakers
- Credits: CEU .3, EOA 3, CC6

## Michigan Association of Municipal Attorneys 23rd Annual Advanced Institute

Tuesday, March 3, 2009

Stay current on the latest legal issues affecting Michigan local governments. Attendees will hear various presentations from several experts who will review recent court decisions and legislation, challenges being faced, strategies and examples. The program will conclude with a cracker-barrel session at which the attorneys are asked to bring their quandaries and their successes. This is a perfect opportunity to “meet and greet” your colleagues while you network and exchange ideas and experiences. You will leave this session with a better understanding of current legal issues and the impact they will have on the municipalities you represent. You will be able to identify solutions to these questions. (09C-04)

- Check-in 8:30 am; Begin 9:00 am; Lunch; Adjourn 5:00 pm
- Lansing Center, 517-483-7400
- Speaker: A Panel of Experienced Speakers
- Credits: CEU .7, EOA 7

## Delegate Registration Form - WEB

### Registration Information

|   |        |
|---|--------|
| Municipality:   |        |
| Name:   |        |
| Nickname:   | Title: |
| Address:  |        |
| City, ST, Zip:  |        |
| Phone:  | Fax:   |
| Email for Confirmation: (Hotel Housing Code will be sent to this address) |        |

|                          |              |
|--------------------------|--------------|
| <b>Registration Type</b> | <b>Price</b> |
|--------------------------|--------------|

**Special Rates (for MML Members only)**

- \*Risk Management Member (\$100).....\$ \_\_\_\_\_  
 For more information, see the section on Registration Procedures.
- \*\*Alcoa Community (\$75).....\$ \_\_\_\_\_  
 For more information, see the section on Registration Procedures.

**Member Rates:**

- Early Bird Rate, through 02/09/09 (\$150).....\$ \_\_\_\_\_
- Regular Rate, after 02/09/09 (\$185).....\$ \_\_\_\_\_

**Nonmember Rate**

- Non member Attendee (\$255).....\$ \_\_\_\_\_

**Guest Rate**

- Guest Attendee (\$50 before 02/09/09; \$60 after 02/09/09).....\$ \_\_\_\_\_

Guest Name: \_\_\_\_\_

**Additional Activities**

- Michigan Women in Municipal Government Breakfast (\$25).....\$ \_\_\_\_\_
- I am a First-Time Attendee .....\$ \_\_\_\_\_

**Special Accommodations**

- I require special accommodations/meal arrangements. Please describe:
- My guest requires special accommodations/meal arrangements. Please describe:

**Payment Information**

- Check** payable to the Michigan Municipal League  
 (Fax completed form to 734-662-6939, then send form with payment to:  
 Michigan Municipal League PO Box 7409 Ann Arbor, MI 48107-7409)
- Credit Card** (Visa, MasterCard, American Express)  
 (Fax completed form with credit card information to: 734-662-6939)

Card Number:

Exp. Date:

Name on Card:

Signature: \_\_\_\_\_

**Registration Questions?** Please call 734-669-6371 or email [registration@mml.org](mailto:registration@mml.org)

## Registration Procedures

### Registration Fee

The registration fee includes all educational sessions, handouts, refreshment breaks, lunch receptions, and Expo access. Additional registration fees apply for pre-conference events.

### Cancellation Policy

All cancellations must be submitted in writing and are subject to a \$60.00 cancellation fee. No refunds will be given for cancellation requests received after Friday, February 27, 2009. Email cancellation requests to [registration@mml.org](mailto:registration@mml.org) or fax them to 734-662-6939

### Persons with Disabilities and Special Needs

If you require special arrangements, including a special diet, please check the Special Accommodations box on the registration form and describe how we may assist you. If necessary, a League representative may contact you for further information.

### Anti-Discrimination Policy

The League will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, familial status, height, weight, disability, or political beliefs.

### Educational Credit Policy

If you arrive late for a program, have to leave early, or do not participate in program activities, your educational credits will be adjusted accordingly.

2009 MML Capital Conference  
Lansing Center - March 3-4, 2009

## Student Registration Form

Chaperone Name: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Chaperone Phone #: \_\_\_\_\_

| Students: |          |                 |
|-----------|----------|-----------------|
| Name      | Nickname | Special Needs * |
| 1         |          |                 |
| 2         |          |                 |
| 3         |          |                 |
| 4         |          |                 |
| 5         |          |                 |

\* If a student attendee requires special accommodations related to facility access, communication, and/or diet, please describe the requirement in the appropriate box above. We are not able to accommodate such requests on site.

### Registration Instructions

Please fax this registration form with your Capital Conference Delegate Registration form to 734-662-6939 or mail with your payment to: Michigan Municipal League, PO Box 7409 Ann Arbor, MI 48107-7409



Capital Conference

Michigan Municipal League  
PO Box 1487  
Ann Arbor, MI 48106-1487

FIRST CLASS MAIL

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US POSTAGE  
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PERMIT NO. 492  
ANN ARBOR, MI



Capital  
Conference  
2009

March 3-4, 2009 Lansing Center, Lansing



City of  
Swartz  
Creek

**City Offices**  
M-F 8am-4:30pm  
810.635.4464  
810.635.2887 fax

**Police Department**  
Emergency 911  
M-F 8am-5pm  
810.635.4401  
810.635.3728 fax

**Public Services Department**  
M-F 8am-4:30pm  
810.635.4464

Date: December 4, 2008

To: DDA Board Members  
From: Adam Zettel, AICP  
RE: December 11, 2008 DDA Board Meeting

Hello everyone,

There will NOT be a DDA meeting this coming Thursday, December 11, 2008. There does not appear to be any business this month than cannot wait till next month, and I know a lot of people are busy in December.

For your information, I have been in touch with the sign company, and they are to get me a quote on repairs. I have also been discussing a façade program with Diane Green Photography. That business is working on a purchase agreement to acquire the old blacksmith shop on Morrish Road and convert it into a specialized studio and landscape area. The property is located on the east side of Morrish Road between Grove Street and the Department of Public Services Building.

Lastly, with Meijer coming in next year, the Board should probably spend the spring discussing any projects that may be prudent to work on jointly with the construction project or subsequently using the TIF dollars.

That's all for now. I have attached the November 24, 2008 City Council minutes for your reading enjoyment. If I don't see you between now and the end of the month, have a happy holiday season! If you would like to get a hold of me, I am available at City Hall at (810) 635-4464.

Sincerely,

Adam Zettel, AICP  
Assistant City Manager  
(810)-635-4464  
azettel@cityofswartzcreek.org



**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE COUNCIL MEETING  
DATE 11/24/2008**

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

Invocation and Pledge of Allegiance to the Flag.

Councilmembers Present: Mayor Abrams, Hicks, Hurt, Krueger, Porath, Shumaker.

Councilmembers Absent: Binder.

Staff Present: City Manager Bueche, City Attorney Richard Figura, City Clerk Juanita Aguilar, Tom Svrcek, Chief Rick Clolinger.

Others Present: Boots Abrams, Tommy Butler, Ron Schultz, John Gilbert.

**Resolution No. 081124-01**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Hicks

**I Move** the Swartz Creek City Council hereby excuse the absence of Councilmember Binder due to a previous commitment.

YES: Hicks, Hurt, Krueger, Porath, Shumaker, Abrams.

NO: None. Motion Declared Carried.

**APPROVAL OF MINUTES**

**Resolution No. 081124-02**

**(Carried)**

Motion by Mayor Pro-Tem Porath  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council hereby approve the amended Minutes for the Regular Council Meeting, held November 10, 2008, to be circulated and placed on file.

YES: Hicks, Hurt, Krueger, Porath, Shumaker, Abrams.

NO: None. Motion Declared Carried.



**APPROVAL OF AGENDA**

**Resolution No. 081124-03**

**(Carried)**

Motion by Councilmember Krueger  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the Agenda, as presented, for the Regular Council Meeting of November 24, 2008 to be circulated and placed on file.

YES: Hurt, Krueger, Porath, Shumaker, Abrams, Hicks.  
NO: None. Motion declared carried.

**REPORTS AND COMMUNICATIONS:**

**City Manager's Report**

**Resolution No. 081124-04**

**(Carried)**

Motion by Councilmember Shumaker  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the City Manager's Report of November 24, 2008, to be circulated and placed on file.

YES: Krueger, Porath, Shumaker, Abrams, Hicks, Hurt.  
NO: None. Motion declared carried.

All other reports and communications were accepted and placed on file.

**MEETING OPENED TO THE PUBLIC:**

Presentation by Officer Paul with Canine Officer Ike. Chief Clolinger gave a brief overview of how Ike has been doing in the year since he joined the City of Swartz Creek.

**COUNCIL BUSINESS:**

**Boards, Commissions & Representatives**

**Resolution No. 081124-05 through 19**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council concur with the Mayor and City Council appointments as follows:

**Mayor's Appointment:**

**#081124-05** Planning Commission, Administrative Officer:

**PAUL BUECHE**



Term Expiring November 8, 2010

|                                     |   |   |
|-------------------------------------|---|---|
| #081124-06                          | Planning Commission, Council Representative:<br>Term Expiring November 9, 2009        | C. DAVID HURT   |
| #081124-07                          | Metro Alliance, Council Representative:<br>Term Expiring November 8, 2010             | DAVID KRUEGER   |
| #081124-08                          | Metro Alliance, Citizen Representative:<br>Term Expiring November 8, 2010             | RONALD SCHULTZ  |
| <b><u>Council Appointments:</u></b> |   |   |
| #081124-09                          | Small Cities, Delegate & Alternate:<br>Terms Expiring November 8, 2010                | RICHARD ABRAMS<br>MIKE SHUMAKER   |
| #081124-10                          | FANG, Delegate & Alternate:<br>Terms Expiring November 8, 2010                        | CURT PORATH<br>RAE LYNN HICKS   |
| #081124-11                          | WWS Representative, Delegate & Alternate<br>Term Expiring November 8, 2010            | ADAM ZETTEL<br>THOMAS SVRCEK  |
| #081124-12                          | Construction Board of Appeals (3 Positions)<br>Terms Expiring November 8, 2010        | DOUGLAS STEPHENS<br>MICHAEL SHUMAKER<br>RONALD SCHULTZ  |
| #081124-13                          | 911 Consortium<br>Term Expiring November 8, 2010                                      | PAUL BUECHE   |
| #081124-14                          | Zoning Board of Appeals, Council Rep<br>Term Expiring November 8, 2010                | CURT PORATH   |
| #081124-15                          | Local Officers Compensation Committee<br>Term Expiring September 30, 2009             | TOMMY BUTLER  |
| #081124-16                          | Street Administrator, MPO-TAC, Delegate & Alternate<br>Term Expiring November 8, 2010 | ADAM ZETTEL<br>THOMAS SVRCEK  |
| #081124-17                          | Parks & Recreation Advisory Board<br>Term Expiring December 31, 2009                  | DAVE PLUMB  |
| #081124-18                          | DDA Citizen Advisory Board<br>Term Expiring November 8, 2010                          | BECKY TABIT<br>JULIET STEPHENS-KIJEK<br>FRED PAJTAS<br>JENNIE MOENCH<br>SHELLY WILSON<br>JEFF LITWIN<br>PEGGY BURNHAM |
| <hr/>                               |   |   |
| #081124-19                          | Disaster Policy Committee<br>Term Expiring November 8, 2010                           | PAUL BUECHE<br>A. BOOTS ABRAMS<br>RAE LYNN HICKS<br>DAVID PLUMB<br>RICK CLOLINGER<br>BRENT COLE                       |

Discussion Took Place.

YES: Porath, Shumaker, Abrams, Hicks, Hurt, Krueger.  
NO: None. Motion Declared Carried.

**Senior Center 2007-2008 Fiscal Year Audit**

**Resolution No. 081124-20**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Krueger

**I Move** the City of Swartz Creek receive and place on file the 2007-2008 Fiscal Audit for the Swartz Creek Area Senior Center

Discussion Took Place.

YES: Shumaker, Abrams, Hicks, Hurt, Krueger, Porath.  
NO: None. Motion Declared Carried.

**Extended Intern Program**

**Resolution No. 081124-21**

**(Carried)**

Motion by Mayor Pro-Tem Porath  
Second by Councilmember Krueger

**I Move** the City of Swartz Creek continue the position of at will Intern, extending through June 30, 2009, not to exceed 24 hours per week, and further, continue an hourly compensation rate of \$15.00.

Discussion Ensued.

YES: Abrams, Hicks, Hurt, Krueger, Porath, Shumaker.  
NO: None. Motion Declared Carried.

**Morrish Road, Meijer's Re-Construction Project**

**(Discussion Topic)**

City Manager Bueche gave an update on the status of the new Meijer store.

**MEETING OPENED TO THE PUBLIC**

Boots Abrams welcomed Councilmember Hurt to the Fire Board and wished everyone a Happy Thanksgiving.

**REMARKS BY COUNCILMEMBERS:**

Mayor Pro-Tem Porath questioned the tap in fees for the County. He asked whether it had been taken care of. City Manager Bueche stated that Attorney Bill Delzer is working on it.

Mayor Abrams invited everyone to an open house at his home on December 10<sup>th</sup> at 7:00pm. Mayor Abrams advised Councilmember Krueger when the Metropolitan Alliance Committee meets.

**Executive Session, Labor Agreements**

**Resolution No. 081124-22**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Krueger

**I Move** the City of Swartz Creek Council, at the request of the City Manager, enter into Executive Session for the purpose of discussing strategy in connection with the negotiation of Labor Agreements.

YES: Hicks, Hurt, Krueger, Porath, Shumaker, Abrams.

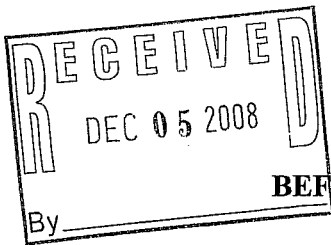
NO: None. Motion Declared Carried.

**ADJOURNMENT:**

There being no objection, Mayor Abrams declared the meeting adjourned at 8:14p.m.

Richard Abrams, Mayor

Juanita Aguilar, City Clerk



**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
CONSUMERS ENERGY COMPANY**

**CASE NO. U-15645**

- Consumers Energy Company (Consumers Energy) may increase its annual electric revenues, if the Michigan Public Service Commission approves its request.
- **A TYPICAL RESIDENTIAL CUSTOMER MAY SEE AN ELECTRIC RATE INCREASE OF ABOUT \$125.36 PER YEAR, IF CONSUMERS ENERGY'S REQUEST IS APPROVED.**
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the application at the offices of Consumers Energy Company.
- A public hearing in this matter will be held:

**DATE/TIME:** December 18, 2008, at 9:00 a.m.  
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

**LOCATION:** Michigan Public Service Commission  
6545 Mercantile Way, Suite 7  
Lansing, Michigan

**BEFORE:** Administrative Law Judge Sharon L. Feldman

**PARTICIPATION:** Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 241-6160 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider the November 14, 2008 application of Consumers Energy seeking approval to increase its rates for the generation and distribution of electricity and for other relief. Consumers Energy calculated for the 2009 test year that it will experience an increase in its annual electric revenue requirement of approximately \$215 million above current rates, if its request is granted.

Consumers Energy's application states that key factors contributing to the requested increase includes the Company's new investment in distribution facilities, generation plant and new technology; ongoing investments in the Clean Air Act and other environmental and legal requirements; ongoing efforts to strengthen the Company's capital structure and balance sheet; and operation and maintenance costs.

Consumers Energy proposes to adopt ratemaking mechanisms that would adjust future rates based upon how actual sales levels compare to the sales level used to set rates in this case, and that would adjust future rates based upon how actual uncollectibles expense compare to the level of uncollectibles expense used to set rates in this case.

The Company's cost allocation and rate design proposals conform with 2008 PA 286. Except as provided for in PA 286, the Company is proposing that rates be adjusted to reflect actual cost of service over a five-year period. This and other factors result in a significant portion of the overall rate increase being allocated to residential customers. The rates proposed by the Company would result in an annual residential class increase of approximately \$180 million, an annual secondary class increase of approximately \$39 million, and an annual primary class decrease of approximately \$5 million.

In addition to these changes, the Company has proposed that, in the event the current practice of reviewing transmission expenses in power supply cost recovery (PSCR) proceedings changes, base rates should be adjusted by an amount equal to the amount of transmission expenses excluded from the PSCR process. Annual transmission expenses currently approximate \$235 million.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets Website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 241-6170 or by e-mail at [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by December 11, 2008. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's attorney, Raymond E. McQuillan, Legal Department, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter will become public information: available on the Michigan Public Service Commission's Web site, and subject to disclosure.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 460.17315 and R 460.17335. Requests for further information on adjournment should be directed to (517) 241-6060.

A copy of Consumers Energy's request may be reviewed on the Commission's Web site at [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets), and at the office of Consumers Energy Company, One Energy Plaza, Jackson, MI. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 241-6170.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.51 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and the Commission's Rules of Practice and Procedure, as amended, 1999 AC, R 460.17101 et seq.

**[CONSUMERS ENERGY COMPANY HAS REQUESTED THE INCREASES AND OTHER PROPOSALS DESCRIBED IN THIS NOTICE. THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY THE REQUESTED INCREASES AND OTHER PROPOSALS, IN WHOLE OR IN PART, AND MAY GRANT LESSER OR GREATER INCREASES THAN THOSE REQUESTED AND MAY AUTHORIZE A LESSER OR GREATER RATE FOR ANY CLASS OF SERVICE THAN THAT REQUESTED.]**

November 21, 2008

## Paul Bueche

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**From:** Michigan Municipal League [amessinger@mml.org]  
**Sent:** Tuesday, December 09, 2008 9:15 AM  
**To:** Paul Bueche  
**Subject:** MML Link - 12/09/2008



December 9, 2008

### State Affairs Report

#### Bill Pushing Jobs to Greenfields up for Vote

**Tomorrow – SB 1281** (Brown, R-Sturgis), which would allow any community in a border county to issue a personal property tax abatement with the approval of the state, will be up for a vote tomorrow. The League objects to this bill because it would incentivize companies to move from cities, villages and urban townships to rural greenfield areas. It would also make it much more difficult for distressed and core communities to attract new jobs. The League proposed amendments to the bill to ensure only communities with infrastructure can use this economic development tool and to prevent jobs from moving from Michigan communities to greenfield areas. Please [urge your state representatives](#) to oppose SB 1281 in committee and on the House floor. Contact: [Andy Schor](#)

**Transportation Funding: Take Action!** At last week's transportation funding press conference, several League communities urged the Michigan Legislature to approve measures that would boost money for transportation improvements and keep Michigan in the running for federal funds. Read the [Get Michigan Moving](#) blog for more on the event and visit the League's Action Center to [call](#) (phone script) or [email](#) (edit/send a sample letter) your legislators today! Contact: [Dave Worthams](#)

#### House Passes Bills to Allow Local Government Bond Refinancing –

House-passed legislation allowing locals to reinforce certain non-voted bonds, thus avoiding potential problems with reduced revenues in the down economy, moved to the Senate Finance Committee last week. Prior to this, [HBs 6736-40](#) passed the House Banking and Financial Services Committee following testimony by the League's Municipal Finance Committee chair, Howell City Manager Shea Charles. Contact: [Summer Minnick](#)

**League Staff Pursues 2% PEG Legislation –** In the waning weeks of the lame duck session, League staff is

### The Buzz

[Foundations target redevelopment of cities](#)  
 Western Michigan Business Review,  
 11/27/08

### Save the Date

**2009 Capital Conference**  
 March 3-4, Lansing ([EOA](#))  
[Complete details will be posted online Dec. 10](#)

[Geographic Info for MI Communities - Building the National Spatial Data](#)  
 Dec. 10, Gaylord ([EOA](#))

[2009 Michigan Concrete Repair Seminar](#)  
 Jan. 28, Howell

[Essential Skills for Elected Officials](#) ([EOA](#))  
 Jan. 14, Cadillac

[Elected Officials Academy Core Weekender](#)  
 Feb. 20-21, Frankenmuth

[Elected Officials Academy Advanced Weekender](#)  
 Feb. 20-21, Frankenmuth

['09 Regional Education Seminar](#) ([EOA](#))

diligently hounding legislators to take up [HB 5047](#) (Johnson, D-Detroit) and/or [SB 636](#) (Thomas, D-Detroit) which require a video service provider to pay local units at least 2 percent for public, education and government (PEG) channels. Staff members talking to leadership in the House and Senate were told this legislation is still possibly in play. Contact the Speaker's office at (517) 373-0857 and the Majority Leader's office at (517) 373-2417 today to let them know how important this legislation is to our communities! Contact: [Samantha Jones](#)

### Senate Committee Reports Bill to Protect 9-1-1 –

Last week the Senate Homeland Securities and Emerging Technology Committee reported out [HB 6070](#) (Mayes, D-Bay City), which preserves 9-1-1 funding. The bill reflects the agreement reached between the parties involved. The agreement has a low cap of 42 cents on all telecommunications devices and a high cap of \$3.00. The compromise grandfathers in all counties above the 42-cent cap if such an amount was approved by the Michigan Public Service Commission. This bill is expected to get to the governor's desk during the lame duck session. Contact: [Samantha Jones](#)

### House Committee Reports Charter Bills –

Last week the House Intergovernmental, Urban and Regional Affairs Committee reported [SBs 1345-1347](#) (Barcia, D-Bay City) which would allow villages incorporating as cities three years to adopt a charter. Under current law, a village incorporating as a city or an unincorporated area incorporating as a village has two years to adopt a charter from the time an order is signed by the State Boundary Commission. Due to election consolidation allowing only four election dates per year, the time constraints have been difficult for the incorporation process. SBs 1345-1347 allow an additional year in order to allow communities adequate time to complete this process. Contact: [Samantha Jones](#)

### Preliminary Exam Bills Pass House –

Last week the House passed [HBs 6592-6593](#) (Condino, D-Southfield) which would amend preliminary exam requirements in lesser felony cases. Last legislative session, the League, along with the Michigan Association of Chiefs of Police and the Attorney General's office, supported a similar package of bills as part of its "More Cops on Streets" proposal. These bills entitle the state and accused to a probable cause determination in all felony cases among other changes. Contact: [Samantha Jones](#)

### Comment on 5-Year Transportation Program –

Members are urged to comment on the Michigan Department of Transportation (MDOT) [5-Year Transportation Program draft](#). Remarks should be [emailed](#) (subject: MDOT 5-Year Transportation Program) by December 30. The draft program provides a continuous, interactive dialogue with MDOT customers and stakeholders regarding the future of the state trunkline system. Contact: [Dave Worthams](#)

### MDOT Seeks Safety Program Projects –

Friday's April - June,  
Seven Locations  
Statewide

#### Grants & Projects

[Neighborhood  
Stabilization Program](#)

[High Risk Rural Roads](#)  
*Apply by Feb. 27*

[Safety Program Projects](#)  
*Apply by March 27*

[Submit Projects for MITA  
Contractors Book/Website](#)

*Submit by Dec. 31*

[Federal Brownfield  
Funding](#)

#### What's New

[Take Action! Urge  
Lawmakers to . . .](#)

[Fiscal Project Tells  
Governor: No More Cuts](#)

[AuGres Community  
Library/Cultural Arts  
Center](#)

[Congratulate Newly  
Elected Reps!](#)

#### Related Links

[MI Legislature](#)

[MI Senate](#)

[MI House of Reps](#)

[Resources](#)



is seeking new candidate safety projects for FYs 2010 and 2011. Eligible projects are those that will help reduce crashes on Michigan roadways. The deadline for submitting applications is March 27. For details, view the [full program application package](#) or contact [Jim D'Lamater](#) / (517) 335-2224. Contact: [Dave Worthams](#)

**Apply for High Risk Rural Roads Funding** – The MDOT is accepting applications for high risk rural roads (HRRR) project funding. A HRRR project is defined as (1) a project on any roadway functionally classified as a rural major or minor collector or a rural local road that the accident rate for injuries exceeds the statewide average for those roadways and; (2) a project on any rural major or minor collector or a rural local road that will likely have increases in traffic volumes that are likely to create an accident rate that exceeds the statewide average. The application deadline for HRRR project funding is February 27. For details, view the [full application packet](#) or contact [Jim D'Lamater](#) / (517) 335-2224. Contact: [Dave Worthams](#)

**Submit Projects to MITA, Get Competitive Bids** – The Michigan Infrastructure and Transportation Association (MITA) is going to produce a book for contractors next spring. This opportunity for local governments to showcase upcoming projects will help yield more competitive bids. In addition, the projects will be promoted on a new [website](#). To submit projects, please contact [Doug Needham](#) by December 31. Contact: [Dave Worthams](#)

**Brock Appointed to Wind Energy Resource Board** – Steve Brock, city manager of Farmington Hills, has been appointed to the Michigan Public Service Commission's Wind Energy Resource Board as the representative for cities and villages statewide. The eleven-member board was created in the energy package the governor signed a few months ago to study the state and determine which areas are the most viable for wind energy production. A preliminary report is due by June 2 and impacted local units of government will have 63 days to review the first draft and submit comments. Contact: [Samantha Jones](#)

## Federal Update

**Money Available for Foreclosed & Abandoned Properties** – Last summer, Congress created the [Neighborhood Stabilization Program \(NSP\)](#), which will provide communities \$3.9 billion in onetime funding to address foreclosed and abandoned properties; Michigan's share is [\\$263 million](#). According to a department of Housing and Urban Development (HUD) [formula](#), HUD will provide funding directly to [22 entitlement communities and counties and a portion of the state share will go to 17 entitlement communities](#) (coordinated by the Michigan State Housing Development Authority (MSHDA)). Funding will also be provided on a [regional basis](#). Local governments, non-profit and for-profit

community developers are eligible to apply for NSP funds (and should consider partnering with each other) for specific projects including: acquisition, rehabilitation or redevelopment of abandoned and foreclosed homes and residential properties; displacement prevention for foreclosed properties; demolition of blighted structures and; redevelopment of demolished or vacant properties. MSHDA is planning January training sessions for non-entitlement communities (look for more information in future *Legislative Links*). MSHDA program contacts: [Rick Ballard](#) / [Martha Baumgart](#). Contact: [Arnold Weinfeld](#)

## Email Management

The Michigan Municipal League respects your right to privacy.

[Click here](#) to unsubscribe.

[Click here](#) to manage your Michigan Municipal League email subscription preferences.

If you no longer wish to receive any type of email notice from the Michigan Municipal League, [please click here](#).

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Michigan Municipal League, 1675 Green Road, Ann Arbor, MI 48105

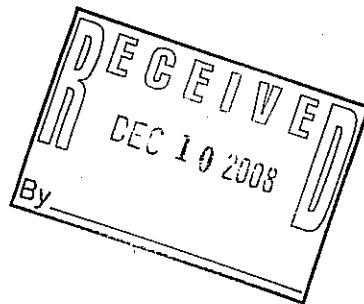




michigan municipal league

Better Communities. Better Michigan.

December 4, 2008



Dear Municipal Official:

It's that time of year again! Time to sign up for the League's Legislative Governance Committee and one of the Legislative Issue Committees!

The League's Legislative Governance Committee is the "big picture" body that creates the League's Legislative Agenda each two year legislative session cycle. This committee will debate and decide on broad legislative considerations for the MML. It will also work on proactive policy ideas. The Legislative Governance Committee meets two times a year: at the League's Capital Conference and Annual Convention.

The League's Legislative Issue Committees serve a critical role in staff's ability to effectively advocate on behalf of our member communities. They allow League staff to call on the expertise of our members to get answers, opinions and concerns to Legislators and their staff in a rapid manner. Each issue committee will have three to four set meeting dates each calendar year, of which, at least one will be a face to face meeting. The other set meetings will use the teleconference and web based technology currently being used by our issue committees. Along with these meeting dates, the committee members will have the ability to rapidly respond to League staff inquiries on bills via a ListServ for each committee.

Enclosed you will find an application form for the Legislative Governance Committee and the League Issue Committees. The League President has the privilege of making these appointments. Appointments to the issue committees are for one year while appointments to the Legislative Governance Committee have a two year duration. Please complete the form and return it to the address shown on the application no later than January 9, 2009.

Thank you for your commitment to local government and to the Michigan Municipal League. I look forward to the opportunity of working with you this upcoming year.

Sincerely,

Robin Beltramini  
President, Michigan Municipal League  
Councilmember, Troy

➤ HEADQUARTERS

1675 Green Road

PO Box 1487

Ann Arbor, MI 48106-1487

TEL 734.662.3246 800.653.2483

FAX 734.662.8083

➤ CAPITAL OFFICE

208 N Capitol Avenue

1st Floor

Lansing, MI 48933-1354

TEL 800.995.2674

FAX 517.372.7476

➤ NORTHERNFIELD OFFICE

200 Minneapolis Avenue

Gladstone, MI 49837-1931

TEL 906.428.0100

FAX 906.428.0101

➤ [www.mml.org](http://www.mml.org)





michigan municipal league

Better Communities.  
Better Michigan.

► 1675 Green Road  
PO Box 1487  
Ann Arbor, MI 48106-1487

TEL 734.662.3246 800.653.2483  
FAX 734.662.8083  
WEB www.mml.org

## Application for Membership to MML Legislative Committees

\_\_\_\_\_ I would like to be a member of the Legislative Governance Committee. I understand that this committee meets twice each year (as part of the Annual Convention and at the Legislative Conference) and I will do my best to attend and contribute in order to improve our local communities.

*(The Legislative Governance Committee members are appointed by the MML President for a two-year term, with re-appointment possible)*

\_\_\_\_\_ I would like to be a member of one of the Legislative Issue Committees. I understand that these committees are vital to the rapid response needed for legislation considered in the Legislature and Congress, and will do my best to contribute my expertise and opinions as needed. I have access to the internet, which will enable me to participate in some virtual meetings.

*(Legislative Issue Committee members are appointed by the MML President for a one-year term, with re-appointment possible)*

Specifically, I would like to serve on the following issue committee (if more than one please rank - 1 is first choice, 2 is second choice, etc):

\_\_\_\_\_ Energy and Technology  
\_\_\_\_\_ Municipal Finance  
\_\_\_\_\_ Transportation Infrastructure

\_\_\_\_\_ Land Use and Economic Development  
\_\_\_\_\_ Municipal Services  
\_\_\_\_\_ Water Infrastructure & Environment

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Community: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

*Please return this form via mail or email to Nikki Brown:*

Michigan Municipal League  
Attn: Nikki Brown  
208 N Capitol Ave, 1<sup>st</sup> Floor  
Lansing, MI 48933-1288

OR

nbrown@mml.org



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### QT-P1. Age Groups and Sex: 2000

Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data

Geographic Area: **Swartz Creek city, Michigan**

*City Limits ONLY*

NOTE: For information on confidentiality protection, nonsampling error, definitions, and count corrections see <http://factfinder.census.gov/home/en/data/notes/expsf1u.htm>.

| Age                     | Number       |              |              | Percent      |              |              | Males per 100 females |
|-------------------------|--------------|--------------|--------------|--------------|--------------|--------------|-----------------------|
|                         | Both sexes   | Male         | Female       | Both sexes   | Male         | Female       |                       |
| <b>Total population</b> | <b>5,102</b> | <b>2,383</b> | <b>2,719</b> | <b>100.0</b> | <b>100.0</b> | <b>100.0</b> | <b>87.6</b>           |
| Under 5 years           | 319          | 168          | 151          | 6.3          | 7.0          | 5.6          | 111.3                 |
| 5 to 9 years            | 308          | 162          | 146          | 6.0          | 6.8          | 5.4          | 111.0                 |
| 10 to 14 years          | 321          | 177          | 144          | 6.3          | 7.4          | 5.3          | 122.9                 |
| 15 to 19 years          | 316          | 163          | 153          | 6.2          | 6.8          | 5.6          | 106.5                 |
| 20 to 24 years          | 307          | 165          | 142          | 6.0          | 6.9          | 5.2          | 116.2                 |
| 25 to 29 years          | 337          | 153          | 184          | 6.6          | 6.4          | 6.8          | 83.2                  |
| 30 to 34 years          | 310          | 150          | 160          | 6.1          | 6.3          | 5.9          | 93.8                  |
| 35 to 39 years          | 358          | 157          | 201          | 7.0          | 6.6          | 7.4          | 78.1                  |
| 40 to 44 years          | 411          | 211          | 200          | 8.1          | 8.9          | 7.4          | 105.5                 |
| 45 to 49 years          | 349          | 153          | 196          | 6.8          | 6.4          | 7.2          | 78.1                  |
| 50 to 54 years          | 357          | 160          | 197          | 7.0          | 6.7          | 7.2          | 81.2                  |
| 55 to 59 years          | 283          | 121          | 162          | 5.5          | 5.1          | 6.0          | 74.7                  |
| 60 to 64 years          | 267          | 112          | 155          | 5.2          | 4.7          | 5.7          | 72.3                  |
| 65 to 69 years          | 232          | 98           | 134          | 4.5          | 4.1          | 4.9          | 73.1                  |
| 70 to 74 years          | 223          | 100          | 123          | 4.4          | 4.2          | 4.5          | 81.3                  |
| 75 to 79 years          | 202          | 74           | 128          | 4.0          | 3.1          | 4.7          | 57.8                  |
| 80 to 84 years          | 109          | 33           | 76           | 2.1          | 1.4          | 2.8          | 43.4                  |
| 85 to 89 years          | 59           | 16           | 43           | 1.2          | 0.7          | 1.6          | 37.2                  |
| 90 years and over       | 34           | 10           | 24           | 0.7          | 0.4          | 0.9          | 41.7                  |
| Under 18 years          | 1,137        | 610          | 527          | 22.3         | 25.6         | 19.4         | 115.7                 |
| 18 to 64 years          | 3,106        | 1,442        | 1,664        | 60.9         | 60.5         | 61.2         | 86.7                  |
| 18 to 24 years          | 434          | 225          | 209          | 8.5          | 9.4          | 7.7          | 107.7                 |
| 25 to 44 years          | 1,416        | 671          | 745          | 27.8         | 28.2         | 27.4         | 90.1                  |
| 25 to 34 years          | 647          | 303          | 344          | 12.7         | 12.7         | 12.7         | 88.1                  |
| 35 to 44 years          | 769          | 368          | 401          | 15.1         | 15.4         | 14.7         | 91.8                  |
| 45 to 64 years          | 1,256        | 546          | 710          | 24.6         | 22.9         | 26.1         | 76.9                  |
| 45 to 54 years          | 706          | 313          | 393          | 13.8         | 13.1         | 14.5         | 79.6                  |
| 55 to 64 years          | 550          | 233          | 317          | 10.8         | 9.8          | 11.7         | 73.5                  |
| 65 years and over       | 859          | 331          | 528          | 16.8         | 13.9         | 19.4         | 62.7                  |
| 65 to 74 years          | 455          | 198          | 257          | 8.9          | 8.3          | 9.5          | 77.0                  |
| 75 to 84 years          | 311          | 107          | 204          | 6.1          | 4.5          | 7.5          | 52.5                  |
| 85 years and over       | 93           | 26           | 67           | 1.8          | 1.1          | 2.5          | 38.8                  |
| 16 years and over       | 4,088        | 1,845        | 2,243        | 80.1         | 77.4         | 82.5         | 82.3                  |
| 18 years and over       | 3,965        | 1,773        | 2,192        | 77.7         | 74.4         | 80.6         | 80.9                  |
| 21 years and over       | 3,769        | 1,671        | 2,098        | 73.9         | 70.1         | 77.2         | 79.6                  |
| 60 years and over       | 1,126        | 443          | 683          | 22.1         | 18.6         | 25.1         | 64.9                  |
| 62 years and over       | 1,012        | 395          | 617          | 19.8         | 16.6         | 22.7         | 64.0                  |
| 67 years and over       | 777          | 297          | 480          | 15.2         | 12.5         | 17.7         | 61.9                  |
| 75 years and over       | 404          | 133          | 271          | 7.9          | 5.6          | 10.0         | 49.1                  |
| Median age (years)      | 39.6         | 36.7         | 41.8         | (X)          | (X)          | (X)          | (X)                   |

(X) Not applicable.

Source: U.S. Census Bureau, Census 2000 Summary File 1, Matrices P13 and PCT12.

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**QT-P1. Age Groups and Sex: 2000**

Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data  
 Geographic Area: **48473 5-Digit ZCTA**

48473 Total Area

NOTE: For information on confidentiality protection, nonsampling error, definitions, and count corrections see <http://factfinder.census.gov/home/en/datanotes/expsf1u.htm>.

| Age                     | Number        |              |               | Percent      |              |              | Males per 100 females |
|-------------------------|---------------|--------------|---------------|--------------|--------------|--------------|-----------------------|
|                         | Both sexes    | Male         | Female        | Both sexes   | Male         | Female       |                       |
| <b>Total population</b> | <b>19,655</b> | <b>9,605</b> | <b>10,050</b> | <b>100.0</b> | <b>100.0</b> | <b>100.0</b> | <b>95.6</b>           |
| Under 5 years           | 1,153         | 589          | 564           | 5.9          | 6.1          | 5.6          | 104.4                 |
| 5 to 9 years            | 1,323         | 704          | 619           | 6.7          | 7.3          | 6.2          | 113.7                 |
| 10 to 14 years          | 1,455         | 758          | 697           | 7.4          | 7.9          | 6.9          | 108.8                 |
| 15 to 19 years          | 1,374         | 713          | 661           | 7.0          | 7.4          | 6.6          | 107.9                 |
| 20 to 24 years          | 996           | 527          | 469           | 5.1          | 5.5          | 4.7          | 112.4                 |
| 25 to 29 years          | 999           | 478          | 521           | 5.1          | 5.0          | 5.2          | 91.7                  |
| 30 to 34 years          | 1,201         | 582          | 619           | 6.1          | 6.1          | 6.2          | 94.0                  |
| 35 to 39 years          | 1,606         | 757          | 849           | 8.2          | 7.9          | 8.4          | 89.2                  |
| 40 to 44 years          | 1,754         | 840          | 914           | 8.9          | 8.7          | 9.1          | 91.9                  |
| 45 to 49 years          | 1,649         | 815          | 834           | 8.4          | 8.5          | 8.3          | 97.7                  |
| 50 to 54 years          | 1,564         | 767          | 797           | 8.0          | 8.0          | 7.9          | 96.2                  |
| 55 to 59 years          | 1,225         | 590          | 635           | 6.2          | 6.1          | 6.3          | 92.9                  |
| 60 to 64 years          | 976           | 472          | 504           | 5.0          | 4.9          | 5.0          | 93.7                  |
| 65 to 69 years          | 768           | 346          | 422           | 3.9          | 3.6          | 4.2          | 82.0                  |
| 70 to 74 years          | 642           | 301          | 341           | 3.3          | 3.1          | 3.4          | 88.3                  |
| 75 to 79 years          | 497           | 218          | 279           | 2.5          | 2.3          | 2.8          | 78.1                  |
| 80 to 84 years          | 262           | 92           | 170           | 1.3          | 1.0          | 1.7          | 54.1                  |
| 85 to 89 years          | 134           | 35           | 99            | 0.7          | 0.4          | 1.0          | 35.4                  |
| 90 years and over       | 77            | 21           | 56            | 0.4          | 0.2          | 0.6          | 37.5                  |
| Under 18 years          | 4,806         | 2,497        | 2,309         | 24.5         | 26.0         | 23.0         | 108.1                 |
| 18 to 64 years          | 12,469        | 6,095        | 6,374         | 63.4         | 63.5         | 63.4         | 95.6                  |
| 18 to 24 years          | 1,495         | 794          | 701           | 7.6          | 8.3          | 7.0          | 113.3                 |
| 25 to 44 years          | 5,560         | 2,657        | 2,903         | 28.3         | 27.7         | 28.9         | 91.5                  |
| 25 to 34 years          | 2,200         | 1,060        | 1,140         | 11.2         | 11.0         | 11.3         | 93.0                  |
| 35 to 44 years          | 3,360         | 1,597        | 1,763         | 17.1         | 16.6         | 17.5         | 90.6                  |
| 45 to 64 years          | 5,414         | 2,644        | 2,770         | 27.5         | 27.5         | 27.6         | 95.5                  |
| 45 to 54 years          | 3,213         | 1,582        | 1,631         | 16.3         | 16.5         | 16.2         | 97.0                  |
| 55 to 64 years          | 2,201         | 1,062        | 1,139         | 11.2         | 11.1         | 11.3         | 93.2                  |
| 65 years and over       | 2,380         | 1,013        | 1,367         | 12.1         | 10.5         | 13.6         | 74.1                  |
| 65 to 74 years          | 1,410         | 647          | 763           | 7.2          | 6.7          | 7.6          | 84.8                  |
| 75 to 84 years          | 759           | 310          | 449           | 3.9          | 3.2          | 4.5          | 69.0                  |
| 85 years and over       | 211           | 56           | 155           | 1.1          | 0.6          | 1.5          | 36.1                  |
| 16 years and over       | 15,438        | 7,412        | 8,026         | 78.5         | 77.2         | 79.9         | 92.3                  |
| 18 years and over       | 14,849        | 7,108        | 7,741         | 75.5         | 74.0         | 77.0         | 91.8                  |
| 21 years and over       | 14,119        | 6,726        | 7,393         | 71.8         | 70.0         | 73.6         | 91.0                  |
| 60 years and over       | 3,356         | 1,485        | 1,871         | 17.1         | 15.5         | 18.6         | 79.4                  |
| 62 years and over       | 2,939         | 1,273        | 1,666         | 15.0         | 13.3         | 16.6         | 76.4                  |
| 67 years and over       | 2,071         | 872          | 1,199         | 10.5         | 9.1          | 11.9         | 72.7                  |
| 75 years and over       | 970           | 366          | 604           | 4.9          | 3.8          | 6.0          | 60.6                  |
| Median age (years)      | 39.1          | 38.0         | 40.1          | (X)          | (X)          | (X)          | (X)                   |

(X) Not applicable.  
 Source: U.S. Census Bureau, Census 2000 Summary File 1, Matrices P13 and PCT12.

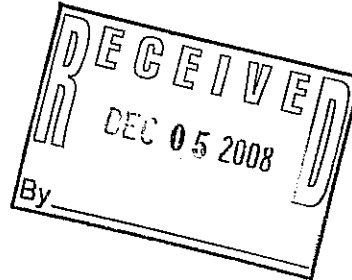
# ARCHITECTS

CLIFFORD E. HULL, ARCHITECT  
DOUGLAS L. STEPHENS, ARCHITECT  
MARK A. BALDRIDGE, ARCHITECT

December 3, 2008

[www.hsaa.com](http://www.hsaa.com)

Mr. Paul Bueche  
8083 Civic Dr  
Swartz Creek, MI 48473



Dear Mr. Bueche,

You are cordially invited to an open house reception to honor the retirements of Clifford and Cathy Hull. They both have been important components in the continued prosperity and integrity of the firm since 1970. We hope you can share a few moments with them on this day.

The open house will be on Monday, December 29, 2008 from 3:00 PM to 6:00 PM at our office located at 5023 Holland Drive, Swartz Creek. Light refreshments will be provided.

We hope to see you.

Sincerely,

Hull Stephens and Associates, Architects

