Regular City Council Meeting
August 25, 2014
Agenda

7:30 p.m.   Call to Order
Pledge of Allegiance
Roll Call
Approval of Minutes: August 11, 2014
Approval of Bills
Approval of Agenda
Public Comment

I.         Old Business

II.        New Business

1. Consider approval of the purchase of a 4 x 4 Pickup Truck by the Water Department.
2. Consider approval of road closures for the 2014 Pumpkinfest Run Saturday Sept. 27, 2014
3. Consider approval of road closures for the 2014 Pumpkinfest Parade Saturday Sept. 27, 2014

III.       Manager’s Report
IV.        Council Comments
V.         Adjournment
CITY OF SOUTH LYON
REGULAR CITY COUNCIL MEETING
August 11, 2014

Mayor Wallace called the meeting to order at 7:30 p.m.
Mayor Wallace led those present in the Pledge of Allegiance to the Flag

PRESENT: Mayor Wallace
Council Members: Dixson, Kivell, Kramer, Kopkowski, Ryzyi, and Wedell

Also Present: City Manager Ladner, Chief Collins,
Attorney Wilhelm, Chief Kennedy, and
Clerk/Treasurer Deaton

Absent: Department Head Martin

MINUTES

CM 8-1-14 MOTION TO APPROVE MINUTES

Motion by Kivell, supported by Kramer
Motion to approve minutes as presented

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS

Councilman Kivell questioned the bill for Tyler Technologies. Clerk Deaton stated that is the company we use for our Fund Balance system.

CM 8-2-14 MOTION TO APPROVE BILLS

Motion by Kivell, supported by Ryzyi
Motion to approve bills as presented

VOTE: MOTION CARRIED UNANIMOUSLY
8/11/14
AGENDA

City Manager Ladner stated we have two additions to the Agenda for a resignation from the Historical Society and an appointment to the Historical Society.

CM 8-3-14 MOTION TO APPROVE AGENDA AS AMENDED

Motion by Kivell, supported by Kramer
Motion to approve agenda as amended

VOTE: MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT- None

OLD BUSINESS

1. Resignation of Gary Fagin from the Downtown Development Authority Board

Mayor Wallace stated Gary Fagin is resigning from the DDA Board he has been very busy with the addition to his building.

CM 8-4-14 MOTION TO ACCEPT RESIGNATION OF GARY FAGIN FROM DDA BOARD

Motion by Kopkowski, supported by Dlaxon
Motion to accept the resignation of Gary Fagin from the Downtown Development Authority Board

1b. Resignation of Greg Jacobs from the Historical Society

VOTE: MOTION CARRIED UNANIMOUSLY

CM 8-5-14 MOTION TO ACCEPT THE RESIGNATION OF GREG JACOBS FROM THE HISTORICAL COMMISSION

Motion by Kopkowski, supported by Wedell
Motion to accept the resignation of Greg Jacobs from the Historical Commission

VOTE: MOTION CARRIED UNANIMOUSLY

8/11/14
2 b. Appointment to the Historical Commission

Mayor Wallace stated we are very fortunate that Gary Wickersham has applied to be on this board. He has been involved with the village and is a historian himself and has grown up in South Lyon. Gary Wickersham stated he is a 62 resident of South Lyon. He stated he made the movie that is sold at the Historical Depot.

CM 8-6-14 MOTION TO APPROVE APPOINTMENT TO HISTORICAL COMMISSION

Motion by Wedell, supported by Kopkowski
Motion to approve appointment of Gary Wickersham to the Historical Commission

VOTE: MOTION CARRIED UNANIMOUSLY

2. Consider approval of revised rental contract for the Historic Village Chapel and Gazebo

City Manager Ladner stated there were many comparisons done with comparable chapels and locations. We are not raising the rates astronomically. Mayor Wallace stated it sounds as though the job will be more of a planner, and there are 3 or 4 times she will have to meet with people for the event. City Manager Ladner stated that is one reason we are giving her the $275.00 instead of the $100.00 she was paid in the past.

CM 8-7-14 MOTION TO APPROVE THE RENTAL CONTRACT FOR THE HISTORIC VILLAGE CHAPEL AND GAZEBO

Motion by Ryzyi, supported by Kivell
Motion to approve the rental contract for the Historical Village Chapel and Gazebo with the revised changes

VOTE: MOTION CARRIED UNANIMOUSLY

3. Consider approval of agreement for Independent Contractor to act as the Historic Village Chapel facilities coordinator

8/11/14
City Manager Ladner stated this contract will treat Kelly Smith as an independent contractor and it formalizes the agreement, and lets her know what the City expects and what she can expect from the City. Councilman Kramer questioned the reimbursement clause in the contract. City Manager Ladner stated everything that will be reimbursed will have to be pre-approved by her if the cost is over $50.00

**CM 8-8-14 Motion to Approve the Agreement for Independent Contractor to Act as Historic Village Chapel Facilities Coordinator and Authorize the City Manager to Sign the Contract on Behalf of the City**

Motion by Rzyzi, supported by Kivell

Motion to approve the agreement for independent contractor to act as Historic Village Chapel Facilities Coordinator and authorize the City Manager to sign the contract on behalf of the city.

**VOTE:**

*MOTION CARRIED UNANIMOUSLY*

**NEW BUSINESS**

1. Consider approval of agreement for street closure for Witch’s Hat Fall Run from 8:30 a.m. to 11 a.m. on September 27, 2014

Scott Smith stated this is the 23rd year the South Lyon Cross Country team has presented the Witch’s Hat run and they appreciate the support they have received from the City and the Police Department. He further stated this year they have added a half marathon and more than half the people that attend come from all over the state and some from out of state. It brings people in and it is a good event. Discussion was held regarding the short time for the road closures.

**CM 8-9-14 Motion to Approve Road Closures for the Witch’s Hat Run**

Motion by Wedell, supported by Rzyzi

Motion to approve Road Closures for the Witch’s Hat run on September 27, 2014

**VOTE:**

*MOTION CARRIED UNANIMOUSLY*

8/11/14
2. Consider approval of the negotiated contract between the City of South Lyon and the American Federation of State, County and Municipal Employees, (AFSCME) for the period of July 1, 2014 through June 30, 2017

City Manager Ladner stated the key things to note in this contract are a 1% increase the first and second year with a one year payout allotment to help offset the increase in the employees paying for part of their insurance, and a 1 ½% increase the 3rd year. The longevity pay has been brought into alignment with other unions. She further stated the probation period was changed from one year to 180 days. Councilman Rzyzi stated it is nice to see raises being given to our employees.

CM 8-10-14 MOTION TO ACCEPT THE AFSCME CONTRACT AS PRESENTED

Motion by Kivell, supported by Kramer
Motion to approve the contact between the City of South Lyon and the American Federation of State, County and Municipal Employees, (AFSCME) for the period of July 1, 2014 through June 30, 2017 as presented

VOTE: MOTION CARRIED UNANIMOUSLY

MANAGERS REPORT

City Manager Ladner stated she provided Council with a copy of the WOW contract because many residents have had many problems with their service. City Manager Ladner stated she and the City Attorney will be requesting a meeting with them. City Manager Ladner stated Council needs to designate voting delegates for the MML. The conference is in October and the deadline is September 9th for the early bird registration. The league is offering bus service to the conference.

COUNCIL COMMENTS

Councilman Kivell stated he is happy the City Manager is looking into the WOW contract. Councilman Kivell stated he attended the Milford Memories event the previous weekend and it’s a great event. They had over 300 volunteers and it was a beautiful day.

Councilman Rzyzi stated he would like an update on the railroad tracks. City Manager Ladner stated she has received two letters that residents have received from CSX stating the

8/11/14
construction will begin September of this year. Councilman Rzyyi stated Pumpkinst is looking for volunteers and he encourages everyone to sign up.

Councilman Kramer questioned if we have to continue using WOW. Mayor Wallace stated it is a non-exclusive agreement and any other cable companies could come into the City, but they would have to run their own lines. He further stated he has tried many times to get other companies to come in and Comcast seems to have no interest.

Mayor Wallace stated Depot Day is September 6th and it is a great event for kids and adults.

Martin Gaut of 458 W Liberty stated he missed the public comment and asked if he could speak. Mayor Wallace stated he could. Mr. Gaut stated the City brought in some sand for the volleyball courts, but there have been a few injuries. He stated he has spoken to Parks and Recreation regarding the standing water at Volunteer Park and some holes in the ground of the fields, and he would like that addressed. City Manager Ladner stated we will contact him and meet him at the fields to see the things he feels should be addressed.

CM 8-11-14 MOTION TO ADJOURN

Motion by Kramer, supported by Kopkowski
Motion to adjourn meeting at 8:10 p.m.

VOTE: MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

__________________________  ______________________
Tedd Wallace, Mayor            Lisa Deaton Clerk/Treasurer

8/11/14
MEETING DATE: August 25, 2014

PERSON PLACING ITEM ON AGENDA: Robert J. Martin, Water/Sewer Department Superintendent

AGENDA TOPIC: Purchase of Water Department 4x4 Pickup Truck

EXPLANATION OF TOPIC: It is time to replenish the Water Department’s fleet with the purchase of a new 4x4 pickup truck. This vehicle will replace the 2002 Dodge Dakota which is now 12 years old with transmission and body trouble (see attached pictures). The new truck will be used for snow plowing, pulling generators and use on pumps and lift stations. The department currently has five working vehicles including the 2002 Dodge Dakota. The City Mechanic, Doug Buers, reviewed and helped write a spec sheet for the Department’s truck. This truck will meet our needs for pulling trailers and for complete City service.

I am requesting to purchase a 2015 Ford, F-250, 4X4 Supercab. I have received three quotes (see attached). Varsity Ford is the low quote for $24,353.00. We have budgeted $33,000.00 ($16,500.00 in each Water and Wastewater Departments) in Capital Outlay in the 2014-2015 fiscal year for this purchase.


POSSIBLE COURSES OF ACTION: Approve/deny the purchase of new 2015 Ford, F-250, 4x4, Supercab.

RECOMMENDATION: Approve purchase of new 2015 Ford F-250, 4x4, Supercab from Varsity Ford.

SUGGESTED MOTION: Motion by __________________, supported by __________________ to approve the purchase of new 2015 Ford F-250, 4x4 Supercab.
2002 Dodge Dakota
PROPOSAL TO:  

CITY OF SOUTH LYON

DATE: 7-25-14

DELIVERY DATE: ORDER

BOB MARTIN

YEAR: 2015  MAKE: FORD  MODEL: F250  4X4  BODY STYLE: SUPER CAB

NO. CYLINDERS: 8  CUBIC INCHES: 6.2L  WHEELBASE: 142"

PRICES QUOTED ON NEW UNIT AND TRADE-IN EXPIRE ON

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<td>LT245/75R17E BSW ALL-TERRAIN TIRES (5)</td>
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TOTAL: $24,353.00

BY: PAT MAURER

VARSITY FORD, INC.
**VEHICLE ORDER CONFIRMATION**

**Order No:** 8888  
**Priority:** J1  
**Ord FIN:** QD957  
**Order Type:** 5B  
**Price Level:** 515  
**PO Number:**  
**PO Date:** 07/11/14  
**Time:** 15:09:12  
**Dealer:** F48426  
**Page:** 1 of 2

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**TOTAL BASE AND OPTIONS 39260**

**TOTAL:** $24,353.00

*VARiSy Ford*
Mr. Bob Martin  
City Of South Lyon – Water Department  
23500 Dixboro Road  
South Lyon, MI 48178

July 21, 2014

Dear Bob,

I am providing vehicle specs and a pricing quote for the purchase of a 2015 Ford F250 4x4.

Please review this information and contact me with any questions.

2015 Ford F250 4x4 Quote

- 2015 Ford F250 4x4
- Super Cab / White
- 6.2L V8 Engine
- 6 Speed Auto Trans
- 3.73 Electronic Locking Axle
- 10,000 GVWR Pkg
- Engine Block Heater
- Snow Plow Prep Pkg
- Upfitter Switches
- 12.5 Trailer Hitch
- Trailer Brake Controller
- Roof Clearance Lights
- Spare Tire & Wheel
- Air Conditioning
- Power Equipment Group
- XL Trim
- XI Décor Group
- XL Value Pkg - Cruise Control / AM/FM CD Clock
- Steering Wheel Audio Controls
- SYNC Voice Activated Control
- 40/20/40 Seats

Ford F250 4x4 $25,950
Doc Fee $  199
Title $    8
Selling Price $26,157

Thank you for this opportunity and I look forward to hearing from you.

Tim Sullivan
Commercial Vehicle Sales
2015 F-250 XL

Colors
- Exterior: Blue Jeans
- Interior: Steel

Pricing
- Base MSRP $36,040
- Total of Options $1,510
- Destination Charges $1,195
- Subtotal $38,745
- Available Incentives $1,000
- Net Price $37,745
- Monthly Payment $544

Your Selections

Model
- 2015 Ford F-250 XL SuperCab, 4x4, SRW, 6-3/4' Box, 6.2L 2-Valve SOHC EFI NA V8 (Flex-Fuel) Engine, TorqShift® 6-Speed Auto, O/D w/Tow/Haul Mode, 3.73 Non-Limited Slip Axle Ratio

Packages
- Snow Plow Prep Package $85

Exterior
- Blue Jeans $0
- Center High Mount Stop Lamp $0
- Tough Bed® (Spray-In Bedliner) $475
- Manual Trailer Tow Mirrors with Manual Glass $0
- 6" Angular Black Molded in Color Running Board $370
- 17" Argent-Painted Steel Wheels (SRW) $0
- LT245/75Rx17E BSW A/S (5) Tires $0

Interior
- Steel $0
- Heavy Duty Vinyl $0
- 4X4 Electronic-Shift-On-the-Fly $185

Ford Credit Retail Bonus Customer Cash:
Program #12610: $1,000.00 Ford Credit Bonus cash requires Ford Credit financing. Not all buyers will qualify. Take new retail delivery from dealer stock by 09/02/2014. Not all F-Super Duty models may qualify. See dealer for residency restrictions, qualifications and complete details. Amount: $1,000, Offer Valid 7/16/2014-9/1/2014

Net Price $37,745
Monthly Payment $544
Based on $3,875 down payment, 72 month term and 4.9% APR

Dealer Information

Hines Park Ford, Inc
56558 Pontiac Trail
New Hudson, MI, 48165
Phone: (248) 437-6700

Upfitter Switches (4) - Located on Instrument Panel $125
Trailer Brake Controller $270
AM/FM Stereo with Digital Clock and Two Speakers $0
Heavy Duty Vinyl Front 40/20/40 Split Bench Seat $0

Accessories
- None Selected

Standard Features

Interior Features

- Air Conditioning - Manual Temperature Control
- Dash-top tray
- Dome Lamp - door-activated instrument panel switch operated with delay
- Door Trim - armrest/grab handle and reflector
- Floor Covering - black vinyl
- Grab handles - driver and front passenger and roof ride handles; front passenger (also over rear doors with Crew Cab)
- Headliner - color coordinated cloth
- Instrument Cluster - multifunction message center
- Instrument panel - color coordinated
- Instrumentation with tachometer and Message Center including odometer, trip odometer, distance-to-empty, average fuel economy, engine hour meter and warning messages
- Map lights - dual (front and rear with Crew Cab)
- Powerpoint - auxiliary, 2 , instrument panel mounted
- Rearview Mirror - 11.5" day/night
- Steering Wheel - Black vinyl
- Storage - secondary glove box (4x4 requires Electronic-Shift-On-the-Fly)
- Sun visors - color coordinated vinyl, single driver with pocket, single passenger with mirror insert
- Tilt/telescoping steering wheel
- Windshield wipers - interval control

Power and Handling

- Alternator - Single, Heavy-Duty, 157-amp
- Axle - Twin I-beam front axle with coil spring suspension - 4x2 (F-250, F-350)
- Axle - Mono-beam front axle with coil spring suspension - 4x4 (F-250, F-350)
- Brakes - 4-wheel power disc brakes with Anti-lock Brake System (ABS); vacuum-boost (SRW)
- AdvanceTrac® with Roll Stability Control® (RSC) - SRW
- Trailer Sway Control
- 26 Gallon Fuel Tank (Diesel Engine) - 137" Wheelbase
- 26 Gallon Fuel Tank (Diesel Engine) - 142" & 156" Wheelbase
- 35 Gallon Fuel Tank (Gas Engine)
- Shock absorbers - heavy-duty gas
- Stabilizer bar - front
- Stationary Elevated Idle Control (SEIC)
- Steering - power
- Steering damper
- Tire Pressure Monitoring System (SRW only; excludes spare)
- Trailer Hitch Receiver - 12.5K Built Ford Tough® Trailer Hitch Receiver (SRW)
- Trailer Tow Package (F-250/F-350)
- Transfer Case - Manual 4-Wheel-Drive System with manual locking hubs (4x4 models only)
- Engine - 6.2L SOHC 2-valve Flex Fuel V8 engine (F-250/350)
- Transmission - TorqShift® Heavy-Duty
  6-speed SelectShift™ Automatic
- Wheels - 17" Argent-Painted Steel (SRW)
Audio - AM/FM Stereo, Digital Clock, Two Speakers
Seats - Front, Vinyl 40/20/40 Split Bench
Seats - Front, Manual Lumbar Support, Driver Side
Seats - Rear, Vinyl 60/40 Fold-Up Bench Seat (SuperCab)
Seats - Rear, 60/40 Flip-Up/Fold-Down Bench Seat (Crew Cab)

LT245/75Rx17E BSW A/S (5-SRW / 7-DRW)
(Lariat requires DRW)
Tire - Spare, wheel, lock and frame-mounted carrier

Exterior Features

· Bumpers, front and rear - black painted steel with front grained molded-in-color top cover and black lower air dam
· Door Handles - black
· Grille - black bar-style
· Headlamps - Dual beam halogen
· Lights - Pickup box and cargo area
· Mirrors - Manual Telescoping Trailer Tow with Manual Glass
· Pickup box - partitionable and stackable
· Tailgate - Tailgate Assist™ and quick-release
· Tie-down hooks - pickup box (four with 6 3/4' box; six with 8' box)
· Tow hooks - (2) front, black
· Moldings - tailgate and box rail, black
· Glass - solar tinted
· Window - rear, fixed
· Window - flip-open rear quarter (SuperCab)

Safety

· Airbags - front seat front with passenger side deactivation switch (Regular Cab and SuperCab only)
· Airbags - front seat side
· Airbags - Safety Canopy® System with roll-fold side-curtain airbags
· Belt-Minder®, chime and flashing warning light on instrument cluster if belts not buckled
· Child tethers (Regular Cab, front passenger and all rear seating positions)
· Seat Belts - color coordinated with height adjustment (front outboard seating positions only)
· SOS Post Crash Alert System
· SecuriLock® Anti-Theft Ignition
· MyKey®
Memorandum

To: Lynne Ladner, City Manager

From: Chief Lloyd T. Collins

Subject: 2014 Pumpkinsfest Run

Date: August 19, 2014

I have received a permit request for the above-mentioned event. I reviewed the proposed route, which is similar to previous years. The event is scheduled to begin at 10:00 a.m. on Saturday, September 27, 2014. It will conclude by 11:00 a.m.

A copy of the application for permit is attached for your information.

The planned event will be held in conjunction with the Pumpkinsfest Parade. The Police Department will provide support for the event, as well as for the Pumpkinsfest Parade.

I am requesting City Council consideration of the Pumpkinsfest Run at the meeting of August 25, 2014.

ee: Lt. Chris Sovik
    Bob Martin, DPW Supt.
    Chief M. Kennedy, SLFD
    Lisa Deaton, Clerk/Treasurer
PARADE / DEMONSTRATION APPLICATION

Date Application Submitted: July 7, 2014  Requested Date of Event: Sept 27, 2014
Applicant / Contact's Name: Scott Smith / South Lyon High PH#: 248-202-5135
Applicant Address: 9734 S. Versaide Dr, South Lyon, MI 48178

Business / Organizations Name (if Applicable): South Lyon High School Track / Field
Bus. Ph#: 248-202-5135  Bus. Address: 9734 S. Versaide Dr, South Lyon, MI 48178
President / CEO (Responsible for Event): Scott Smith  Mike Toye  Direct Ph#: 248-202-5135
Race Director  Athletic Director

Parade START Time: 10 AM  a.m. / p.m.  Parade END Time: 11 AM  a.m. / p.m
Approximate Number of PERSONS: 300  Organization Names: Runners

Approximate Number of VEHICLES: 4  Types of Vehicles:
2 Cars  /  2 Bikes

Approximate Number of ANIMALS: 0  SPECIFIC Animals:

Amount of space to be maintained between and /all units in Parade: Min. 1 Runner 45 minutes

Route to be traveled (Include Street Names and Turning Directions): Start at the Millennium MS parking lot. Exit via North driveway (by Pizza) onto Portico Trail. Proceed North on Portico Trail into town. Turn left onto W. Liberty. Turn left onto Washington. Turn Right on bike path. Cross Mason. Take bike path west a bike path north. Left on Privet. Right into Millennium North parking lot. Finish on the Millennium Track.

Applicant's SIGNATURE  Responsible Party's SIGNATURE
Race Director  Athletic Director

APPROVED [ ]  DENIED [ ]

Lloyd T. Collins, Chief of Police
Pumpkinfest Run Route 2014

Start at 9:45 or 10 AM  3.1 Mile Run

We would prefer a 10 AM start if possible. If the police would prefer a 9:45 start, that can be accommodated too.

Start in the Millennium Middle School parking Lot on the north end of Millennium. Turn left onto Pontiac Trail. Turn left on West Liberty. Turn Left on Washington crossing McHattie Street into McHattie Park. Turn right onto the bike path. Cross McMunn and continue west on the bike path. Turn left on the bike path heading south. Turn left on Princeton Drive. Turn right onto the sidewalk that borders Pontiac Trail between Princeton Dr. and the North Millennium driveway. Turn right into the Millennium Middle School North parking lot. Finish on the Millennium Middle School track.
CERTIFICATE OF INSURANCE

Producer
SET SEG
415 W. Kalamazoo Street
Lansing, MI 48933

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND
CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS
CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE
AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

Insured
South Lyon Community Schools
345 S Warren
South Lyon, MI 48178-1358

A MAB-SF Property/Casualty Pool, Inc.

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.

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BI & PD COMBINED OCCURRENCE: $1,000,000
BI & PD COMBINED AGGREGATE: N/A
PERSONAL INJURY OCCURRENCE: $1,000,000
PERSONAL INJURY AGGREGATE: N/A

DESCRIPTION: The City of South Lyon, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers are hereby added as additional insureds but only as respects to the activities performed by or on behalf of the named Insured as it represents the District's participation in the Pumpkifest 5K Run being held September 27, 2014.

CERTIFICATE HOLDER
City of South Lyon
335 South Warren
South Lyon, MI 48390

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDORSE TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

TARA STAGE
PROPERTY/CASUALTY DEPARTMENT

Date July 10, 2014
Event Name: Witch's Hat Run (9/6/2014)
Event Name: Pumpkinfest Run (9/27/2014)

To Whom It May Concern:

To the fullest extent permitted by law, South Lyon Community Schools agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees and volunteers, and others working on behalf of the City of South Lyon against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of South Lyon by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with these events.

Sincerely,

James Graham
Asst. Supt. For Business and Finance

Date
SOUTH LYON POLICE DEPARTMENT

Lloyd T. Collins
Chief

Memorandum

To: Lynne Ladner, City Manager

From: Chief Lloyd T. Collins

Subject: 2014 Pumpklnfest Parade

Date: August 19, 2014

I have received a permit request for the annual South Lyon Area Pumpklnfest Parade, which is scheduled for Saturday, September 27, 2014, at 10:00 a.m. I have reviewed the proposed route, and find that it is similar to last year. The parade line-up is planned for Lyon Trail Subdivision in Lyon Township. The starting point of the parade will be Lyon Trail at Pontiac Trail. The parade will proceed north on Pontiac Trail, turn left on West Liberty, and proceed through side streets, ending in the vicinity of Bartlett Elementary School.

I have approved the request and have so notified the organizers. The Police Department will work closely with event organizers, city staff, and the Oakland County Sheriff’s Office to facilitate a safe and successful Pumpklnfest. I have attached a copy of the application and approval, (plus the certificate of insurance), for your review and for inclusion on the City Council agenda relative to the necessary road closures.

c: Lt. Chris Sovik
Bob Martin, DPW Superintendent
Lisa Deaton, Clerk/Treasurer
Chief Mike Kennedy, SLFD
APPROVAL OF ROAD CLOSURES:

Motion by __________________, supported by __________________

Resolved That Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permit to conduct the PumpkinFest Parade ______ on September 27, 2014 at 10:00 a.m. and the related street closures: Pontiac Trail from 9 Mile Road to Liberty Street.

And that the City of South Lyon in the County of Oakland, Michigan will faithfully fulfill all permit requirements, and shall save harmless, indemnify, defend, and represent the Board against any and all claims for bodily injury or property damage, or any other claim arising out of or related to operations authorized by such permits as issued.

VOTE:

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of South Lyon, County of Oakland, State of Michigan, at a regularly scheduled meeting of ____________, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said act.

__________________________
Lisa Deaton
City Clerk/Treasurer
PARADE / DEMONSTRATION APPLICATION

Date Application Submitted: 8/7/14  Requested Date of Event: 9/27/14
Applicant / Contact's Name: PHEE WEISS PH#: 248-817-2000
Applicant Address: 400 S. Lafayette South Lyon, MI 48178
Business / Organizations Name (if Applicable): Pumpkin Fest of the South Lyon Area Inc.
Bus. Ph#: 248-817-2000  Bus. Address: c/o 400 S. Lafayette South Lyon, MI 48178
President/CEO (Responsible for Event): Scott Black  Direct Ph#: 248-207-2035
Parade START Time: 10 a.m. / p.m.  Parade END Time: 11:30 a.m. / p.m.
Approximate Number of PERSONS: Approx 80 - 120 FLOATS/ PARTICIPANTS
Approximate Number of VEHICLES: 90 Types of Vehicles: MISC, CAR, TRUCK, FLOATS
Approximate Number of ANIMALS: 4 SPECIFIC Animals: POSSIBLY 4 HORSES
Unknown
Amount of space to be maintained between and /all units in Parade: (SAFE) 20 - 30 ft
Route to be traveled (Include Street Names and Turning Directions):
SEE ATTACHED ROUTE

Applicant's SIGNATURE

Responsible Party's SIGNATURE

APPROVED [✓]  DENIED [ ]

Chief Lloyd T. Collins 09/14/14
Lloyd T. Collins, Chief of Police
ADDITIONAL INFORMATION

Similar to the Parade of 2013, the following additional information is provided:

1) Appx. 8-12 volunteers will be stationed at the Church of Christ to assist in Drop Off and Parking-ALONG WITH SIGNAGE.

2) Appx. 4-8 volunteers will be positioned at Lyon Trail to assist in providing direction on set-up.

3) Orange cones/barrels will be placed at driveways along parade route along with 25-30 volunteers will be used and stationed at the driveways along the parade route to keep traffic out.

4) South Lyon Police and Oakland County Sheriff's Department will assist along the parade route in their respective jurisdictions.

5) Appx. 4-8 volunteers will be at the end of the parade route to assist in giving direction for ending the parade.
HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law the Pumpkinfest of the South Lyon Area, a non-profit corporation agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees and volunteers, and others working on behalf of the City of South Lyon against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of South Lyon by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this event.

Pumpkinfest of the South Lyon Area,
a non-profit corporation

[Signature]
Scott Black, President
July 28, 2014

Charter Township of Lyon
Lannie Young-Supervisor
Honorable Township Trustees

Re: Pumpkinfest Parade-Road Closures

Dear Lannie and the Honorable Board of Trustees,

I am writing to you on behalf of the Pumpkinfest of the South Lyon Area and the annual request for permission to close roads for the parade. Please consider this e-mail a formal request for permission to close Pontiac Trail on Saturday September 27, 2014 from 10:00 a.m. to appx. 11:30 a.m.

A drawing of the parade route is attached. The parade route begins with a line-up in the Lyon Trail Subdivision (Lyon Township) and proceeds NORTH into the City of South Lyon to Liberty Street, then West on Liberty Street to Warren Street. The Parade then proceeds NORTH on Warren Street to Bartlett School Parking lot.

I have attached Certificates of Insurance naming all of the entities as an ADDITIONAL INSURED.

I have also attached a Parade Application which you are free to copy and circulate.

Please place this matter on the next available agenda. If you have any questions, please feel free to call me.

Very truly yours,

Philip J. Weipert
Member Parade Committee
Pumpkinfest of the South Lyon Area, Inc.
Subj: RE: Pumpkinfest Parade  
Date: 7/2/2014 10:37:13 PM Eastern Daylight Time  
From: scmichener@sbcglobal.net  
To: PJWeipert@aol.com  
CC: soldabe@comcast.net  

Phil,  
I am still the President of Lyon Trail HOA. I don’t see any issues with staging the parade again.  

Stan Michener  

From: PJWeipert@aol.com [mailto:PJWeipert@aol.com]  
Sent: Wednesday, July 02, 2014 10:13 AM  
To: scmichener@sbcglobal.net  
Cc: PJWeipert@aol.com  
Subject: Pumpkinfest Parade  

Steve, are you still the contact? And can you confirm permission based on insurance rider???

Thx Phil  

Abe,  
We received a letter from Phil Weipert on behalf of the Pumpkinfest Parade Committee. They are once again seeking our approval to stage the parade in our subdivision. Can you please forward this email to Phil and let him know we plan to send him a concurrence letter contingent upon the committee adding our HOA as an “Additionally Insured” onto their policy for the parade. As soon as we receive written confirmation (e-mail is fine) that this request has been honored, I’ll prepare a letter with our concurrence/authorization to stage the parade in our sub. Let me know if there are any questions. Thanks!!!  

Regards,  

Stan Michener  
Lyon Trail HOA  

Homeowners  
Lyon Trail  

Thursday, July 31, 2014 America Online: PJWeipert
Vibe Credit Union Pumpkinsfest of the South Lyon Area Parade Application

Saturday, September 27, 2014 - Parade Line-up starts at 8:00am
All participants must be lined up by 9:30am, Parade starts at 10:00am
Theme: The 80's

Name of Applicant (Organization):

Contact Person:

Phone Number: ___________________ Email Address: ___________________

Address: ________________________
City/State/Zip: ___________________

We wish to enter as:
Car (Year/Model): ___________________ Tractor (Year/Model): ___________________
Motorcycle (Year/Model): ____________ Fire Truck (Year/Model): ______________
Float:
Length of Entire Unit (including vehicle pulling float): ______________________
Music on Float: YES ☐ NO ☐
Animals (All animals must have someone that will clean up after them):
Number of Horses: ____________ Number of Other Animals: _______________
Number of Individuals walking in the Unit: ___________________

Parade Information
Parade Route:
• Start/Line-up: Lyon Trail Subdivision (located on the east side of Pontiac Trail just south of McDonalds). Enter the subdivision via Lyon Trail South Drive.
• End: Bartlett Elementary School
• Walkers should be dropped off on Lyon Trail South Drive. Vehicles will NOT BE ALLOWED TO PARK in the parking lot of The South Lyon Church of Christ located in front of the subdivision.
• All vehicles must be a minimum 30% decorated according to the parade theme (unless the vehicle is pulling a float or is a classic car).
• Units that wish to be judged must be in the line-up by 8:30am.
• Parade route is approximately 2.1 miles long. Small children should either ride on a float or in a wagon.

Notice: It is directly understood that by completing this form and/or participating in the parade you and the participants hereby release and hold harmless the Pumpkinsfest of the South Lyon Area Committee, its officers, agents and volunteers from any loss, injury or damages of any kind to any person or article while participating in or exhibiting in the Pumpkinsfest Parade. South Lyon Police and Oakland County Sheriff’s rules prohibit the throwing of candy or any other objects from a float or motor driven vehicle. Anyone caught throwing anything from any vehicle or float will be asked to leave the parade and may not be permitted to participate in the future. Festival Executive Committee reserves the right to refuse permission to any entry.

I have read the attached Parade Participant Instructions provided by the City of South Lyon Department of Police and agree to abide by them.

Authorized signature: ____________________________
Printed Name: ____________________________

APPLICATION DEADLINE:
FRIDAY, SEPTEMBER 12, 2014

SUBMIT via MAIL/FAX/EMAIL:
Pumpkinsfest Parade Committee – Att: Dayna Johnston
400 S. Lafayette St.
South Lyon, MI 48178
Fax: 248-486-4620
Email: parade@southlyonpumpkinsfest.com
CERTIFICATE OF LIABILITY INSURANCE

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

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

PRODUCER
Hartland Insurance Agency Inc.
P.O. Box 126
Hartland, WI 54943-0129
James W. Campbell

CONTACT
James W. Campbell
PHONE: 608-322-5167
INSURER: Secura Insurance
INSURER B:
INSURER C:
INSURER D:
INSURER E:
INSURER F:

INSURED
Pumpkinfest of the South Lyon Area
P.O. Box 696
South Lyon, MI 48178

COVERAGES
CERTIFICATE NUMBER:

REVISION NUMBER:

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

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CANCELLATION

City of South Lyon
355 S Warren St.
South Lyon, MI 48178

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
James W. Campbell

© 1988-2014 ACORD CORPORATION. All rights reserved.
City of South Lyon, South Lyon Church of Christ, Lyon Trail Homeowners Association, and Charter Township of Lyon are listed as certificate holder and additional insured with respect to general liability where required within a written contract.
August 11, 2014

Bricco Excavating Company, LLC
21201 Meyers Road
Oak Park, MI 48237

Attn: Mr. Dino Cervi

Re: DWRF Water System Improvements
City of South Lyon

HRC Job No. 20090414.09

Dear Mr. Cervi:

On January 21 & 22, 2014 the City of South Lyon Department of Public Works repaired the leaking water services at 214 Lyon Boulevard and 315 Stryker. Please see the attached invoices for a breakdown of the labor, equipment, materials and administrative fees that the City encumbered for the repair of these water services. A total of $7,196.91 will be subtracted from the total amount earned in future pay estimates for this work.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

Michael P. Darga, P.E.

MPD/mpd

Attachment

pc: City of South Lyon; L. Ladner, B. Martin
HRC; J. VanDeCreek, J. Booth, File
January 24, 2014

Bricco

RE: – Water Repair Completed

INVOICE

January 21, 2014  Water Repair @ 315 Stryker

Labor $2,311.06
Equipment $1,473.45
Materials $ 224.72
Administration Fee $ 15.00

TOTAL $ 4,024.23

TOTAL DUE UPON RECEIPT $4,024.23

PLEASE MAKE PAYMENT TO:
The City of South Lyon
335 S. Warren
South Lyon, MI 48178
(Attention: DPW)

Mailing: 335 S. Warren St., South Lyon, MI 48178
Office: 520 Ada St., South Lyon, MI 48178
E-Mail: hmartin@southlyonmi.org

Phone: (248) 437-6914
Fax (248) 587-0080
Web Site: www.southlyonmi.org
January 24, 2014

Bricco

RE: – Water Repair Completed

INVOICE

January 22, 2014

Water Repair @ 214 Lyon Blvd.

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<tr>
<td>Labor</td>
<td>$1,612.80</td>
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<td>Equipment</td>
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<td>Materials</td>
<td>$  46.51</td>
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TOTAL $ 3,172.68

TOTAL DUE UPON RECEIPT $3,172.68

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(Attention: DPW)

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Michael P. Darga, P.E.

HUBBELL, ROTH & CLARK, INC.

Michael P. Darga, P.E.

MPD/ mpd

Attachment

pc: City of South Lyon; L. Ladner, B. Martin
HRC; J. VanDeCreek, J. Booth, File
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**TOTAL DUE UPON RECEIPT** $4,024.23

**PLEASE MAKE PAYMENT TO:**
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**TOTAL DUE UPON RECEIPT**  **$3,172.68**

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Web Site: www.southlyonmi.org
To the Partners of Plante & Moran, PLLC
and the AICPA National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC (the firm) applicable to non-SEC issuers in effect for the year ended June 30, 2013. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm’s compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under Government Auditing Standards; audits of employee benefit plans, audits performed under FDICIA and examinations of service organizations (SOC 1 and SOC 2).

In our opinion, the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC, applicable to non-SEC issuers in effect for the year ended June 30, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Plante & Moran, PLLC has received a rating of pass.

Baton Rouge, Louisiana
November 15, 2013