

# **Regular City Council Meeting**

**December 10, 2018**

## **Agenda**

**7:30 pm**

**Call to Order**

**Pledge of Allegiance**

**Roll Call**

**Approval of Minutes: November 26, 2018**

**Approval of Bills:**

**Attorney Bills:**

**Approval of Agenda**

**Public Comment**

**Discussion – Downtown**

- I. New Business**
  - 1. 2019-2020 City Budget**
  - 2. Consider cancelling the December 26<sup>th</sup> City Council Meeting**
- II. Budget**
- III. Manager's Report**
- IV. Public Comment**
- V. Council Comments**
- VI. Adjournment**

City of South Lyon  
Regular City Council Meeting  
November 26, 2018

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

Present: Mayor Pelchat, Councilmembers Kennedy, Kivell, Kurtzweil, Parisien, Richards and Walton  
Also Present: City Manager Zelenak, Chief Collins, Fire Chief Vogel, Attorney Wilhelm and Clerk/Treasurer Deaton

MINUTES

Councilmember Kivell stated on page 2 the word be needs to be added to the sentence that states the city may not be in compliance.

Councilmember Kivell stated on page 5 the word out should be changed to our.

Councilmember Kivell stated on page 11, the second were needs to be removed from the sentence about police officers handing out candy on Halloween.

Councilmember Richards stated the statement "whereas the developer would look at something he could look at making a reasonable and sufficient profit on his investment" should be added.

Councilmember Richards stated on page 10, the street name regarding the tree that was cut down was Liberty, not Lake Street.

CM 11-1-18 MOTION TO APPROVE MINUTES

Motion by Kivell, supported by Kennedy

Motion to approve the minutes as amended

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS- None

AGENDA

Councilmember Kurtzweil stated the language in the closed session heading should be changed to reflect the date of the attorney-client privileged communication which is November 20, 2018.

CM 11-2-18 MOTION TO APPROVE THE AGENDA AS AMENDED

Motion by Parisien, supported by Kivell

Motion to approve the agenda as amended

VOTE: MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT- None

Mayor Pelchat stated Councilmember Richards is not seated at the table due to the nature of his actions regarding another Councilmember which has been deemed inappropriate by a court of law, the City has been proactive to address this matter.

DISCUSSION- Downtown

11-26-18

Bob Donohue stated November 16<sup>th</sup> was Ladies Night Out and it was very successful, there were approximately 500-600 people in town.

Mr. Donohue stated Small Business Saturday was a success as well, the stores reported great sales and a good volume of customers.

Mr. Donohue reminded everyone of Cool Yule on December 1<sup>st</sup> and the parade is coming along nicely. It will end at the Historic Village as in past years, and the tree lighting at Heinanen Engineering will be at 8:00p.m.

Mr. Donohue stated the cornstalks and orange lights downtown have been removed and we are now putting up the red and white lights for the holiday. We will have approximately 18,000 lights downtown. It will be very stunning.

### OLD BUSINESS

#### 1. Consider approval of Thomasville Preliminary (stage 1) Planned Development Site Plan

Attorney Wilhelm stated this is the 2<sup>nd</sup> step in a 4-step process for the planned development and this is recommended for approval from the Planning Commission. Councilmember Kivell stated we approved the rezoning at the last meeting, which he doesn't have any issues with, but there are 27 of the proposed 50 homes that exceed our building lot coverage. There are 11 conditions that are standing and he cannot support this unless the builder agrees that no house will be offered or built if it violates our building lot coverage standard.

Councilmember Kennedy stated we have had many discussions regarding this development. He stated the developer has met with the residents of Colonial Acres, and they have made concessions. The Colonial Acres residents are in favor of this development. He further stated the developer has included notes that no house will be built on any of the lots larger than what is currently contained in the site plan. He further stated based on the activities of the developer and the feedback from the residents of Colonial Acres, he is willing to approve this.

### CM 11-3-18 MOTION TO APPROVE PRELIMINARY SITE PLAN FOR THOMASVILLE

Motion by Kennedy, supported by Parisien

Motion to approve the preliminary (Stage 1) Planned Development site plan subject to the conditions contained in document dated November 26, 2018

#### ROLL CALL VOTE:

Kivell- No  
 Parisien- Yes  
 Kennedy- Yes  
 Richards- No  
 Walton- Yes  
 Kurtzweil- abstain  
 Pelchat- Yes  
MOTION CARRIED

#### 2. Vacant property- 318 Lake Street

City Manager Zelenak stated the property is owned by the City and has been vacant for several months. He stated it is currently zoned R-3 residential, permitted uses would be one-family residential, publicly owned facilities, elementary schools not operated for profit, home occupations. He further stated a professional commercial appraisal was done and the projected sale price is \$62,000 with an estimated true

11-26-18

cash value of the building as an office building of \$240,000. Although that was before verifying the physical characteristics of the building by our building inspectors. City Manager Zelenak stated there will be a lot of improvements that will need to be done to make the building usable. Councilmember Kennedy stated there have been some discussions with the building inspectors and their estimate is about \$120,000 to rehab the building and it would probably be higher than that. He further stated the residents in the area would like it returned to residential status. Councilmember Kurtzweil stated she would like to have the Cultural Arts Commission walk through the building and let them present to the City Manager their ideas of what they could use the building for. She stated she would like the Cable Commission walk through the building and see if they would be interested in using it for interviews. She further stated the cost isn't an issue because if it goes to one of the creative commissions, we can have fundraisers as other communities do. Councilmember Kivell stated he favors it being residential as do the residents in the area. He stated this has been compared to the building in downtown Brighton which is beautiful and it is well suited in the middle of the downtown with municipal parking. The notion that this building will become a center of activity it will have an impact on the surrounding neighbors. He further stated when the recreation authority had their sign up for classes, there were cars all over the street, and with the buses trying to get in and out onto 10 mile, it was dangerous. He further stated the City will benefit from tax revenue as well if its zoned as an R-3 lot.

CM 11-4-18 MOTION TO DIRECT CITY MANAGER TO ENGAGE REALTOR TO LIST THE PROPERTY FOR SALE, LEASE OR RENT

Motion by Kennedy, supported by Parisien

Motion to direct City Manager to engage a realtor to list the property for sale

VOTE: MOTION CARRIED 4-Yes 3-No

NEW BUSINESS

1. Support Emergency Operations Plan- Revised

Chief Collins stated some time ago Council designated the Police Chief as the Emergency Management Liaison, and since that time he has been dealing with Homeland Security at Oakland County. The plan is good for 4 years, and the last time it was updated was December 2014. He stated he revised the emergency operations plan and it has already been reviewed by Oakland County and we need Council to approve it before the last one expires on December 9<sup>th</sup>.

Councilmember Kurtzweil stated on page 3, it lists the functions, assigned agencies and their phone numbers. What was the process to name these people as the contacts? Who was involved? Chief Collins stated they were designated by himself and the City Manager. Councilmember Kurtzweil asked if the City has an emergency plan in place just if we needed shelters for the residents. Chief Vogel stated he is still working on the plan. He has spoken with the bus garage if we needed busses, and he has spoken to the schools, churches and so on for shelters. Chief Collins stated on page 20 of the plan there are contact numbers for transportation resources, mass care facilities, food and family care resources as well as functional need services. City Manager Zelenak stated we are making sure everyone knows what everyone's responsibilities are. We are looking at different emergency scenarios and what will need to be done. He further stated we need to be prepared as best as we can and hope to work with the other local jurisdictions and school systems. Councilmember Kurtzweil asked about the language logistic issue. She stated there are more than 7 languages spoken in her subdivision. She asked if we have a list of people that speak different languages. Chief Collins stated the language line covers many languages, but we don't have individuals listed. Councilmember Kurtzweil stated that line may be very busy if an emergency occurred. She stated she thinks we should have a secondary list of individuals in the

community that could assist language wise. It provides an opportunity for community involvement and it provides experience for how diverse our community is and the appreciation for those individuals that come from different cultures where English isn't their first language.

CM 11-4-18 MOTION TO APPROVE RESOLUTION ADOPTING SUPPORT EMERGENCY OPERATIONS PLAN

Motion by Parisien, supported by Kennedy

Motion to approve the resolution adopting the Support Emergency Operations, as presented

VOTE: MOTION CARRIED UNANIMOUSLY

BUDGET- None

MANAGER'S REPORT

City Manager Zelenak stated inspectors for the City will be inspecting the Bonner properties this week to identify safety and/or dangerous building issues that may exist.

City Manager Zelenak stated the DDA and the volunteers did a great job, and they will be having a follow-up meeting to see what they can do to make next years event even more successful.

City Manager Zelenak stated he wanted to remind everyone of Cool Yule on December 1<sup>st</sup>.

City Manager Zelenak stated he will be applying through the Huron Valley Area aid funds to look at getting funds for Ada and Dorothy and will keep Council updated.

Councilmember Kivell asked if City Manager Zelenak is comfortable with the submissions that were given to him for suggestions from the budget. City Manager Zelenak stated he is comfortable with what he has received and he will be compiling the list for some discussion for the budget at the first meeting in December.

PUBLIC COMMENT

Ryan Lare of 716 Grand Court stated he is here because he attended a court hearing today and Councilmember Kennedy disclosed information that was discussed in a closed session. He stated the judge of the hearing was a City Attorney for over 20 years and told Mr. Kennedy he should be careful in what he is talking about in closed session. He stated Mr. Kennedy replied that all of those meetings are public. If you have voted on a closed session, he is not aware of Council voting to allow the closed session public. He stated we need to start following the rules, no one is above the law.

Mary Ann Mihalic of 392 Stanford stated she also attended the court hearing today and she wanted to clarify that the judge said Carl Richards could sit at the council table, just not directly next to the other Councilmember.

COUNCIL COMMENTS

Councilmember Kennedy stated he would like to remind everyone about Cool Yule that will take place on Saturday, December 1<sup>st</sup>. There is a list on the Facebook page for Cool Yule South Lyon for a complete list of activities taking place throughout the day starting at 10:00am. He then reminded everyone of the tree lighting parade at 6:00pm on Lafayette between Whipple and Dorothy Streets. Santa will be at the Historic Village at 6:30pm as they light the city tree and then at 8:00pm the Heinanen Tree will be lit and there will be hot chocolate and entertainment there beginning at 7:30pm. It's going to be a great day.

He then thanked Linda Ross, Larry Ledbetter and the rest of the historical society for bringing the Village String Dulcimer Players to South Lyon and for the candlelight concert in the village church yesterday evening. It was a fabulous evening. They're a regular attraction on the Sunday following Thanksgiving, so if you didn't get a chance to see them yesterday, be sure to mark your calendars for next year.

Councilmember Walton stated she is looking forward to the Cool Yule this weekend. She further stated she is going to be joining the ginger bread house making at the First Presbyterian Church. She then thanked the First Presbyterian Church for their sock drive, they were attempting to collect 500 pairs for local shelters and they received almost 700 pairs. She stated socks are one of the most under donated items and they are very much needed.

Councilmember Walton then asked people to think about what they post on Facebook groups regarding our local businesses. She stated she hopes people can keep it positive, if you have a problem with a business, talk to the managers. There are a lot of young people that are balancing a job and school work and she hopes people will keep things positive.

Councilmember Kurtzweil stated she wanted to thank everyone involved with the very successful small business Saturday and especially Andrea Meyer of the Chamber of Commerce for all her hard work. She stated she came by briefly and it was very successful. She thanked the Corner Caffe for the hot chocolate and coffee, that was a great partnership.

Councilmember Kurtzweil thanked Jeff Heinanen, who is a private business member, for his generosity of the incredible Christmas tree that is in front of his business.

Councilmember Kurtzweil then reminded everyone to donate to your favorite charities and give to those that are less fortunate. She further stated coming from non-profit, she can assure the people that live below the poverty line is very represented in town. She further stated please give to our local charities.

Councilmember Richards stated the 77<sup>th</sup> anniversary of Pearl Harbor is coming up on the 7<sup>th</sup> of December in 1941. He stated we have had some Pearl Harbor survivors in our vicinity. He talked to the vet's club and there have been some in the area. He stated that was an event that shocked us all and all we had was radio, there was no television back then.

Councilmember Richards stated he spoke with Mr. Heinanen about giving donations to be added to the Christmas tree and he said that was fine, anyone can bring him a decoration to be added to the tree. That was very nice of him.

Councilmember Kivell stated he wanted to also remind everyone of Cool Yule and he hopes we have some nice weather so everyone can enjoy it. He further stated he also wanted to thank Jeff Heinanen as well as Herb Stricker from Superb Fabrication for the fencing around the tree as well.

Councilmember Parisien stated she understand Maryann Mihalic attended the hearing on Carl's behalf, but she may have misunderstood what the Judge stated. She said that due to the sexual charge nature of his conduct and his words and repeated conduct towards women, the Judge indicated Carl can be on Council, but he must be as far away from her as possible. She stated the Judge issued the PPO and he can participate on Council, but he can be as far away from her as possible. He only sits a few seats from her, but for her personal safety, she prefers him to be as far away as possible. She stated where he is sitting now makes her more comfortable. She further stated the Judge issued the order for her safety and the Judge found in her favor.

Councilmember Parisien stated she is excited about Cool Yule and she attended the small business Saturday and it was very successful. She then thanked Mr. Heinanen for the wonderful Holiday tree, it is fantastic and she is excited for what he is bringing to the City and what the future holds for his business.

Mayor Pelchat stated he hopes everyone had a great Thanksgiving and he hopes everyone will also check out the Holiday tree in the Historical Depot as well as the Heinanen tree.

Mayor Pelchat stated he wants to give a shout out to Kelley Pannoff who was in charge of the Turkey Trot this year, it was a great turnout. He further stated he is looking forward to seeing everyone at Cool Yule.

CLOSED SESSION- "Pursuant to Section 8(h) of the Open meetings act, MCL 15.268(h), to consider and discuss written attorney-client privileged communication which is exempt from disclosure under MCL15.243(1)(g) of FOIA"

Motion by Parisien, supported by Kivell

Motion to enter into closed session

ROLL CALL VOTE-

Kivell- Yes  
Parisien- Yes  
Kennedy- Yes  
Walton- No  
Richards- No  
Kurtzweil- No  
Pelchat- Yes

Attorney Wilhelm stated the motion failed because it requires a two-thirds vote.

Attorney Wilhelm stated in the Open Meetings Act, MCL 15.267 closed session roll call votes requires two-thirds vote except for closed sessions regarding 8 a, b, c, d and j.

Councilmember Kivell asked if this discussion is about a Councilmember, can they vote. Attorney Wilhelm stated this in regards to attorney-client written communication.

Councilmember Parisien stated she is fine discussing this in open session and not allowing the specific Councilmember to vote due to his actions.

CM 11-5-18 MOTION FOR A 5 MINUTE RECESS

Motion by Parisien, supported by Kennedy

Motion for a 5-minute recess to speak with the City Attorney at 8:18 p.m.

VOTE:

MOTION CARRIED- 1 opposed

Council reconvened at 8:31 p.m.

Councilmember Parisien stated she wants to make Council and the community is aware of recent harassment that she has been enduring by Councilman Richards. She stated a local business owner, contacted her on October 31<sup>st</sup> about Carl Richards bragging about looking into the windows of her home. He then described her home in detail and also made seriously grossly inappropriate comments about her person, her body and negative comments of members of the LGBTQ community. She further stated it is normal for people to have opinions of their governing officials. Although Carl is not just a public citizen, he is a colleague that sits at the council table with her and he should be held to a higher standard. Councilmember Parisien stated harassing a fellow Councilmember and peering into her home and visiting local businesses and spreading malicious lies about her is not acceptable. She further stated it is unprofessional and reflects poorly on our community. She stated this is not the first time Carl has made

derogatory comments on women. She further stated he made national headlines because of his behavior towards a woman in January of this year. He was ordered to attend diversity training, but it obviously didn't work. She further stated in an attempt the City is holding their officials to a higher standard, she is requesting this issue go before the Board of Ethics for them to determine if there was a violation of the Ethics Ordinance. She further stated they can use the materials such as the transcript from the PPO hearing, the police report and any other information they find necessary. She stated there was a police investigation by the South Lyon Police, but due to a conflict, the Oakland County Sheriff will be doing the investigation. She then stated after the investigation the report will be given to the Oakland County Prosecutor. She further stated there was a hearing today and a PPO was granted. The Oakland County Circuit Court found this behavior disturbing. She stated the Judge showed his dismay for Carl's actions. She further stated it reflects poorly on our community. She stated Carl Richards should not sit on this Council, his behavior reflects he will continue making poor comments and actions that will not put the City in a good light. She stated she is asking Council to support her motion to bring this issue to the Board of Ethics. Councilmember Kivell stated we will be looking at a few months for the investigators and the prosecutors to go through everything. Councilmember Parisien stated when the investigation is done, that is a criminal nature. She is asking Council to allow the Board of Ethics as what has been breached by Council's Ethics Ordinance. She doesn't think we need to wait on this to be decided in the news. Councilmember Kurtzweil stated this is the second time the Board of Ethics was requested and it seems they are being weaponized. She further stated she would like to wait and see all the information before making the decision about the Board of Ethics. She stated the City of South Lyon Police Department found no breaking of the law at all. She doesn't know all the details, but it seems like an individual in his private life was having a conversation with someone and it blew up. Be careful who you talk to. Councilmember Kurtzweil stated she attended the Women's March in D.C and she heard some horrible things that turned her stomach, but it was their first amendment, and it was from women. She further stated they had a right to say whatever they wanted to because it's the first amendment. She stated people haven't always been pleasant to her, but she has never needed to have the Police involved, except for the time when Don Beagle was here and she thinks she could have gotten a PPO at that time. She is very concerned about the government telling people what they can and can't say, regardless of how vulgar it may be. As to the conduct, that is another story. Councilmember Kivell asked what the process will be for the Board of Ethics. Attorney Wilhelm stated there are 3 members on the Board of Ethics that will make a quorum. He further stated there is a meeting scheduled for December 6<sup>th</sup>. They are strictly an advisory body, they will evaluate the information then bring the report back to Council. Councilmember Kivell stated there are clauses in the adopted Ethics about civility and there are standards. Mayor Pelchat stated he understands Councilmember Kurtzweil's concerns, but he doesn't have a problem with letting the Board of Ethics review. Councilmember Kivell stated this will just be a recommendation to Council from the Board of Ethics, so it will still end up before us again.

CM 11-6-18 MOTION TO SEND INFORMATION TO BOARD OF ETHICS REGARDING COUNCILMEMBER RICHARDS BEHAVIOR

Motion by Parisien, supported by Kennedy

Motion to bring information to the Board of Ethics regarding PPO, police reports, and investigation to the Board of Ethics

ROLL CALL VOTE:

Kivell- Yes  
 Parisien- Yes  
 Kennedy- Yes  
 Walton- No



Kurtzweil- No  
Pelchat- Yes  
MOTION CARRIED- 2 opposed

ADJOURNMENT

CM 11-7-18 MOTION TO ADJOURN

Motion by Kurtzweil, supported by Walton  
Motion to adjourn at 8:45 p.m.

VOTE: MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

\_\_\_\_\_  
Mayor Dan Pelchat

\_\_\_\_\_  
City Clerk Lisa Deaton

REVENUE REPORT FOR CITY OF SOUTH LYON  
PERIOD ENDING 11/30/2018

FINANCIAL REPORT FOR NOVEMBER 2018

GL NUMBER	DESCRIPTION	2018-19 ORIGINAL BUDGET	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/18 INCR (DECR)	AVAILABLE BALANCE/ NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000.000		4,127,644.00	4,127,644.00	4,012,064.29	76,156.85	115,579.71	97.20
101-000.000-402.000	REAL PROPERTY TAX	1,100.00	1,100.00	889.50	92.00	210.50	80.86
101-000.000-423.000	SOUTH LYON WOODS TAX	500.00	500.00	0.00	0.00	500.00	0.00
101-000.000-444.000	PAYMENT IN LIEU OF TAXES	9,600.00	9,600.00	3,626.54	3,626.54	5,973.46	37.78
101-000.000-446.000	PENALTIES AND INTEREST	175,000.00	175,000.00	128,468.00	18,263.00	46,532.00	73.41
101-000.000-451.000	BUILDING PERMITS	33,000.00	33,000.00	10,078.00	2,443.00	22,922.00	30.54
101-000.000-452.000	HEATING & PLUMB. REFG. PERMI	28,000.00	28,000.00	10,966.00	2,212.00	17,034.00	39.16
101-000.000-453.000	ELECTRICAL PERMITS	3,000.00	3,000.00	1,210.00	165.00	1,790.00	40.33
101-000.000-454.000	LICENSES & BUSINESS MISC.	1,001,177.00	1,001,177.00	361,558.10	187,654.10	639,618.90	36.11
101-000.000-570.000	STATE SHARED REV.	119,000.00	119,000.00	97,833.79	0.00	21,166.21	82.21
101-000.000-570.100	STATE REVS	0.00	0.00	900.00	450.00	(900.00)	100.00
101-000.000-600.000	BOARD OF APPEALS	0.00	0.00	100.00	0.00	(100.00)	100.00
101-000.000-600.100	REZONING FEES	0.00	0.00	100.00	0.00	(100.00)	100.00
101-000.000-630.000	ADMIN FEE PROPERTY TAX	95,000.00	95,000.00	91,760.03	1,701.29	3,239.97	96.59
101-000.000-634.000	GRAVE OPENINGS & FOUNDATIONS	37,000.00	37,000.00	18,100.00	2,240.00	18,900.00	48.92
101-000.000-642.000	POLICE	40,000.00	40,000.00	10,015.48	1,127.00	29,984.52	25.04
101-000.000-661.000	PARKING VIOLATION	750.00	750.00	575.00	110.00	175.00	76.67
101-000.000-662.000	LOCAL COURT FINES	30,000.00	30,000.00	11,564.86	3,033.28	18,435.14	38.55
101-000.000-664.000	INTEREST	5,500.00	5,500.00	9,519.60	2,897.81	(4,019.60)	173.08
101-000.000-664.200	PARK AND REC. INTEREST	0.00	0.00	455.66	0.00	(455.66)	100.00
101-000.000-666.000	INTEREST-EQUALIZ. & CONTINGENC	0.00	0.00	166.57	0.00	(166.57)	100.00
101-000.000-668.200	RENTS AND ROYALTIES-CABLE	140,000.00	140,000.00	62,462.68	30,510.94	77,537.32	44.62
101-000.000-668.300	LEASE--ANTENNA	42,000.00	42,000.00	16,949.57	3,426.19	25,050.43	40.36
101-000.000-668.400	RENTAL PROPERTIES	8,800.00	8,800.00	810.00	300.00	7,990.00	9.20
101-000.000-669.209	CONTRIBUTION--PERPETUAL CARE	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-000.000-675.200	CONTRIBUTIONS--WINTER EVENTS	0.00	0.00	900.00	700.00	(900.00)	100.00
101-000.000-675.600	CULTURAL ARTS REVENUES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-000.000-698.000	MISCELLANEOUS	50,000.00	50,000.00	46,430.21	4,712.77	3,569.79	92.86
101-000.000-698.200	PRIOR YEARS TAXES	4,500.00	4,500.00	6,685.46	0.00	(2,185.46)	148.57
101-000.000-698.210	WEDDING PROCEEDS	3,000.00	3,000.00	3,900.00	750.00	(900.00)	130.00
101-000.000-698.220	MEMA DIVIDENDS	30,000.00	30,000.00	66,192.00	66,192.00	(36,192.00)	220.64
101-000.000-698.230	SMART CREDITS	13,000.00	13,000.00	0.00	0.00	13,000.00	0.00
101-000.000-698.600	GRANT MONIES--FIRE DEPT.	0.00	14,872.00	0.00	0.00	14,872.00	0.00
101-000.000-698.900	GRANT MONIES--CULTURAL ARTS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 000.000		6,050,571.00	6,065,443.00	4,974,181.34	408,763.77	1,091,261.66	82.01
TOTAL REVENUES		6,050,571.00	6,065,443.00	4,974,181.34	408,763.77	1,091,261.66	82.01

EXPENDITURE REPORT FOR CITY OF SOUTH LYON  
 PERIOD ENDING 11/30/2018

FINANCIAL REPORT FOR NOVEMBER 2018

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		ORIGINAL BUDGET	2018-19 AMENDED BUDGET	11/30/2018 NORM (ABNORM)	11/30/2018 NORM (ABNORM)	MONTH 11/30/18 INCR (DECR)	BALANCE NORM (ABNORM)	% BDC USED
Fund 101 - GENERAL FUND								
200.000	- ADMINISTRATION	1,402,836.00	1,402,836.00	780,555.13		273,219.90	622,280.87	55.64
276.000	- CEMETERY	118,640.00	118,640.00	57,235.33		9,323.48	61,404.67	48.24
295.000	- SENIOR TRANSPORTATION	78,926.00	78,926.00	32,673.00		6,577.00	46,253.00	41.40
300.000	- POLICE	2,778,149.00	2,778,149.00	1,061,250.86		149,928.38	1,716,898.14	38.20
335.000	- FIRE	640,169.00	655,041.00	187,427.08		28,301.98	467,613.92	28.61
346.000	- AMBULANCE	1,180.00	1,180.00	5.28		0.00	1,174.72	0.45
440.000	- DEPT. OF PUBLIC WORKS	739,412.00	739,412.00	284,225.58		39,936.91	455,186.42	38.44
690.000	- PARKS AND RECREATION	189,857.00	189,857.00	60,967.87		5,573.50	128,889.13	32.11
732.000	- HISTORICAL DEPOT	28,495.00	28,495.00	9,535.80		1,293.91	18,959.20	33.46
800.000	- CABLE COMMISSION	4,025.00	4,025.00	915.00		0.00	3,110.00	22.73
802.000	- CULTURAL ARTS	3,875.00	3,875.00	549.60		177.23	3,325.40	14.18
TOTAL EXPENDITURES		5,985,564.00	6,000,436.00	2,475,340.53		514,332.29	3,525,095.47	41.25
Fund 101 - GENERAL FUND:								
TOTAL EXPENDITURES		5,985,564.00	6,000,436.00	2,475,340.53		514,332.29	3,525,095.47	41.25

EXPENDITURE REPORT FOR CITY OF SOUTH LYON

PERIOD ENDING 11/30/2018

FINANCIAL REPORT FOR NOVEMBER 2018

GL NUMBER	DESCRIPTION	2018-19	2018-19	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2018-19 AMENDED BUDGET	11/30/2018 NORM (ABNORM)	MONTH 11/30/18 INCR (DECR)	NORM (ABNORM)	BALANCE		
Fund 202 - MAJOR STREETS									
212.000 - ACCOUNTANT		5,600.00	5,600.00	4,080.00	1,160.00		1,520.00		72.86
451.000		150,000.00	150,000.00	170.29	0.00		149,829.71		0.11
463.000 - STREET-ROUTINE MAINT.		184,500.00	184,500.00	63,588.96	17,900.39		120,911.04		34.47
474.000 - TRAFFIC SERVICES		26,070.00	26,070.00	3,108.70	222.62		22,961.30		11.92
478.000 - SNOW PLOWING		81,416.00	81,416.00	2,746.34	1,444.87		78,669.66		3.37
479.000 - SNOW REMOVAL		1,468.00	1,468.00	182.05	0.00		1,285.95		12.40
485.000 - TRANSFER BETWEEN FUNDS		168,162.00	168,162.00	0.00	0.00		168,162.00		0.00
491.000 - STORM SEWER		11,438.00	11,438.00	2,908.85	783.79		8,529.15		25.43
TOTAL EXPENDITURES		628,654.00	628,654.00	76,785.19	21,511.67		551,868.81		12.21
Fund 202 - MAJOR STREETS:									
TOTAL EXPENDITURES		628,654.00	628,654.00	76,785.19	21,511.67		551,868.81		12.21
Fund 203 - LOCAL STREETS									
212.000 - ACCOUNTANT		5,600.00	5,600.00	4,080.00	1,160.00		1,520.00		72.86
451.000		475,000.00	475,000.00	843.43	0.00		474,156.57		0.18
463.000 - STREET-ROUTINE MAINT.		171,279.00	171,279.00	55,152.34	15,164.37		116,126.66		32.20
474.000 - TRAFFIC SERVICES		7,603.00	7,603.00	1,908.29	192.26		5,694.71		25.10
478.000 - SNOW PLOWING		68,316.00	68,316.00	1,869.82	1,122.40		66,446.18		2.74
491.000 - STORM SEWER		17,363.00	17,363.00	2,378.00	798.73		14,985.00		13.70
TOTAL EXPENDITURES		745,161.00	745,161.00	66,231.88	18,437.76		678,929.12		8.89
Fund 203 - LOCAL STREETS:									
TOTAL EXPENDITURES		745,161.00	745,161.00	66,231.88	18,437.76		678,929.12		8.89

EXPENDITURE REPORT FOR CITY OF SOUTH LYON

PERIOD ENDING 11/30/2018

FINANCIAL REPORT FOR NOVEMBER 2018

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE 11/30/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/18 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2018-19 AMENDED BUDGET				
Fund 592 - WATER & SEWER							
540.000	- WATER / REPAIR	121,861.00	121,861.00	41,822.77	7,162.11	80,038.23	34.32
550.000	- SEWER / REPAIR	170,306.00	170,306.00	43,907.95	6,555.65	126,398.05	25.78
555.000	- REFUSE COLLECTION	534,240.00	534,240.00	213,278.08	42,728.96	320,961.92	39.92
556.000	- WATER	1,124,449.00	1,124,449.00	285,864.68	56,761.69	838,584.32	25.42
557.000	- WASTEWATER	1,258,733.00	1,258,733.00	357,323.62	63,323.61	901,409.38	28.39
TOTAL EXPENDITURES		3,209,589.00	3,209,589.00	942,197.10	176,532.02	2,267,391.90	29.36
Fund 592 - WATER & SEWER:							
TOTAL EXPENDITURES		3,209,589.00	3,209,589.00	942,197.10	176,532.02	2,267,391.90	29.36

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Check Date	Check	Vendor Name	Description	Amount	Status
Bank 01 GEN FUND CHECKING					
11/15/2018	75392	ARBOR SPRINGS WATER CO., INC.	WATER 5 GAL. ARTESIAN WATER	6.50 13.00 <u>19.50</u>	Open Open Open
11/15/2018	75393	AT&T	SERVICE PERIOD NOVEMBER 1, 2018 TO NOVEMBER 1, 2018	153.43	Open
11/15/2018	75394	BUSCH'S	SUPPLIES	58.05	Open
11/15/2018	75395	CIB PLANNING	PLANNING CONSULTANT FEES & PLAN REVIEWS	4,380.50	Open
11/15/2018	75396	CONSUMERS ENERGY	250 DOROTHY STREET - SERVICE PERIOD 10/30/2018 TO 11/30/2018 300 DOROTHY STREET - SERVICE PERIOD 10/30/2018 TO 11/30/2018 300 DOROTHY STREET #B SERVICE PERIOD 10/30/2018 TO 11/30/2018	53.70 48.98 90.69 <u>193.37</u>	Open Open Open Open
11/15/2018	75397	CUMMINS SALES AND SERVICE	PLANNED MAINTENANCE FIVE YEAR AGREEMENT	378.01	Open
11/15/2018	75398	DTE ENERGY	STREETLIGHTS - OCTOBER 2018	8,343.58	Open
11/15/2018	75399	EMPLOYEE HEALTH INSURANCE MGMT	ADMIN & AGENT FEES & CLAIMS FUNDING	5,836.11	Open
11/15/2018	75400	LOWE'S	BROWN CORDS, REFRIGERATOR	552.35	Open
11/15/2018	75401	MARTIN'S DO IT BEST	YARDWASTE BAGS	7.96	Open
11/15/2018	75402	MICHIGAN MUNICIPAL LEAGUE*	CDL DRIVER FEES	700.00	Open
11/15/2018	75403	MICHIGAN STATE FIREMEN'S ASSOC	2019 MEMBERSHIP DUES	75.00	Open
11/15/2018	75404	OAKLAND COUNTY TREASURER	SOUTH LYON WOODS TRAILER PARK TAX - OCTOBER 2018	460.00	Open
11/15/2018	75405	OBSERVER & ECCENTRIC	PUBLISHING CDBG, PUBLIC ACCURACY, CLOSE	295.00	Open
11/15/2018	75406	PARKSIDE CLEANERS	4 X 10 RUG, 3 X 10 RUG	43.00	Open
11/15/2018	75407	PETER'S TRUE VALUE HARDWARE	OCTOBER 2018 STATEMENT	819.49	Open
11/15/2018	75408	PURCHASE POWER	POSTAGE	893.90	Open
11/15/2018	75409	SAFERBUILT, LLC	PERMIT FEES & TECH SERVICES - OCTOBER 2018	42,122.75	Open
11/15/2018	75410	TERMINIX PROCESSING CENTER	PEST CONTROL	79.00	Open
11/15/2018	75411	THE UPS STORE	COPIES	52.00	Open
11/15/2018	75412	VISICOM SERVICES, INC.	IT SERVICES - STATEMENT DATE OCTOBER 31, 2018	1,009.25	Open
11/15/2018	75413	WOW! BUSINESS	WITCH'S HAT DEPOT MUSEUM - SERVICE PERIOD 11/06/2018 - 12/05/2018 CABLE SERVICE 11/06/2018 - 12/05/2018 CITY HALL SERVICE PERIOD 11/06/2018 TO 12/05/2018	137.33 139.08 46.97 <u>323.38</u>	Open Open Open Open
11/21/2018	75414	BYE LLC, WM	ED PAYMENT REFUND - 452 WHIPPLE ST.	500.00	Open
11/21/2018	75415	ASCENSION PROVIDENCE HOSPITAL	(1) EPI PEN ADULT	141.00	Open
11/21/2018	75416	ASTI ENVIRONMENTAL SERVICES	GROUND WATER USE RESTRICTION MST	2,541.80	Open
11/21/2018	75417	BLUE CROSS BLUE SHIELD OF MICH	INSURANCE - DECEMBER 2018 INSURANCE - DECEMBER 2018	2,263.30 36,862.88 <u>39,126.18</u>	Open Open Open
11/21/2018	75418	BUSCH'S	GROCERIES	20.47	Open
11/21/2018	75419	KRISPEN S. CARROLL	PAYROLL DEDUCTION CASE NO. 17-57623-PJS	57.88	Open
11/21/2018	75420	CORRIGAN OIL CO.	GAS & DIESEL 10/04/2018 - 11/05/2018	8,257.30	Open
11/21/2018	75421	DTE ENERGY	200 DOROTHY ST. SERVICE PERIOD 09/18/2018 TO 10/18/2018	39.29	Open
11/21/2018	75422	IACP	IACP MEMBERSHIP DUE 2019	150.00	Open
11/21/2018	75423	INTL UNION OF OPERATING ENG	PAYROLL DEDUCTION DUES FOR NOVEMBER 2018	171.09	Open

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Check Date	Check	Vendor Name	Description	Amount	Status
11/21/2018	75424	LARRY LEDBETTER	REIMBURSEMENT FOR BATTERY PURCHASE	26.45	Open
11/21/2018	75425	WOODROW MATNEY	CUSTODIAL SERVICES @ DEPOT 48 HOURS @ 1	684.00	Open
11/21/2018	75426	MISDU	PAYROLL DEDUCTION REMITTANCE ID#9129625	322.07	Open
11/21/2018	75427	PEOPLE'S EXPRESS	OCTOBER 2018 TRANSPORTATION	6,577.00	Open
11/21/2018	75428	JUDY PIEPER	EMPLOYEE MILEAGE REIMBURSEMENT TO OAKLA	50.36	Open
11/21/2018	75429	R.R.A.S.O.C.	OCTOBER 2018 HAZARDOUS WASTE	54.20	Open
11/21/2018	75430	ROSATI, SCHULTZ, JOPPICH	CITY ATTORNEY RETAINER WORK PROFESSIONAL	15,887.44	Open
			MICHIGAN TAX TRIBUNAL MATTERS PROFESSIO	315.00	Open
			GENERAL LABOR MATTERS PROFESSIONAL SERV	82.50	Open
				16,284.94	
11/21/2018	75431	STANDARD INSURANCE COMPANY	LIFE & DISABILITY INSURANCE - DECEMBER	2,549.04	Open
11/21/2018	75432	STATE OF MICHIGAN**	(5) LIVE SCAN FINGERPRINT CHARGES	210.00	Open
11/21/2018	75433	TOSHIBA BUSINESS SOLUTIONS	SERVICE PERIOD AUGUST 2018 - OCTOBER 20	60.88	Open
11/21/2018	75434	VANTAGEPOINT TRANSFERS	ICMA 457 PLAN # 301149 PAYROLL DEDUCTIO	3,214.12	Open
11/21/2018	75435	VISICOM SERVICES, INC.	APC UPS BATTERY FOR PD SERVER	339.67	Open
11/21/2018	75436	WOM! BUSINESS	INTERNET SERVICE NOVEMBER 12, 2018 - DE	710.00	Open
11/21/2018	75437	LARRY ARBOUR	PERFORMANCE @ FARMERS MARKET ON OCTOBER	125.00	Open
11/29/2018	75438	Singh Homes II, Inc	BD PAYMENT REFUND - 129 SHANNON PARTIN	500.00	Open
			BD PAYMENT REFUND - 132 SHANNON PARTIN	500.00	Open
			BD PAYMENT REFUND - 128 SHANNON PARTIN	500.00	Open
			BD PAYMENT REFUND - 127 SHANNON PARTIN	500.00	Open
				2,000.00	
11/29/2018	75439	ANNIE BUCHTRUP	LADIES NIGHT OUT REIMBURSEMENTS	19.06	Open
11/29/2018	75440	ARBOR SPRINGS WATER CO., INC.	WATER	39.00	Open
			5 GAL. ARTESIAN WATER	13.00	Open
				52.00	
11/29/2018	75441	CARL RICHARDS	MONTHLY COUNCIL PAY - NOVEMBER 2018	180.00	Open
11/29/2018	75442	COMMUNITY PUBLISHING & MARKETING	HOLIDAY SHOPPING GUIDE	1,800.00	Open
11/29/2018	75443	DANIEL PELCHAT	MONTHLY COUNCIL PAY - NOVEMBER 2018	220.00	Open
11/29/2018	75444	BOB DONOHUE	SUPPLIES FOR SMALL BUSINESS SATURDAY	67.70	Open
11/29/2018	75445	DTE ENERGY	CITY HALL - SERVICE PERIOD OCTOBER 20,	1,393.63	Open
11/29/2018	75446	MATTHEW EMERY	COUNCIL MEETING RECORDINGS - NOVEMBER 1	150.00	Open
11/29/2018	75447	JOHN'S SANITATION	PORTABLE TOILETS FOR COOL YULE	330.00	Open
11/29/2018	75448	KATIE WIND PHOTOGRAPHY	TRAVEL PHOTO SHOOT BOX, PHOTO SHOOT FOR	1,352.69	Open
11/29/2018	75449	GLENN KIVELL	MONTHLY COUNCIL PAY - NOVEMBER 2018	180.00	Open
11/29/2018	75450	MARGARET KURTZWELL	MONTHLY COUNCIL PAY - NOVEMBER 2018	180.00	Open
11/29/2018	75451	MICHIGAN DOWNTOWN ASSOCIATION	ANNUAL MEMBERSHIP DUES & CONFERENCE REG	385.00	Open
11/29/2018	75452	MUNICODE	CITY CODE SUPPLEMENT #9	1,694.74	Open
11/29/2018	75453	MARY PARISIEN	MONTHLY COUNCIL PAY - NOVEMBER 2018	180.00	Open
11/29/2018	75454	PAUL ZELENAK	CAR AND PHONE ALLOWANCE - NOVEMBER 2018	525.00	Open
11/29/2018	75455	PNC BANK	SUPPLIES FOR ART SHOW, ELECTION FOOD, C	853.51	Open
11/29/2018	75456	PRINCIPAL LIFE INSURANCE COMPANY	DENTAL & VISION INSURANCE - DECEMBER 20	3,642.35	Open
11/29/2018	75457	ROSE WALTON	MONTHLY COUNCIL PAY - NOVEMBER 2018	180.00	Open
11/29/2018	75458	SAM'S CLUB DIRECT	SUPPLIES	236.54	Open
11/29/2018	75459	SCHINDLER ELEVATOR CORP.	ELEVATOR MAINTENANCE QUARTERLY BILLING	436.22	Open
11/29/2018	75460	STEPHEN KENNEDY	MONTHLY COUNCIL PAY - NOVEMBER 2018	180.00	Open
11/29/2018	75461	TANYA NEVITT	GIFT BAGS FOR LADIES NIGHT OUT	297.47	Open

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Check Date	Check	Vendor Name	Description	Amount	Status
11/29/2018	75462	TOSHIBA FINANCIAL SERVICES	CONTRACT PAYMENT 11/15/2018 - 12/15/2018 TOSHIBA COPIER CONTRACT 11/15/2018 - 12	948.52 218.16 <u>1,166.68</u>	Open Open
11/29/2018	75463	VISICOM SERVICES, INC.	SHIPPING & HANDLING FOR APC UPS BATTERY SERVER WARRANTY	20.62 253.78 <u>274.40</u>	Open Open
11/29/2018	75464	WOW! BUSINESS	SERVICE PERIOD 11/16/2018 - 12/15/2018 SERVICE PERIOD 11/21/2018 - 12/20/2018	11.55 35.97 <u>47.52</u>	Open Open
12/06/2018	75465	IOSLF CLAUDIU MAGOS	TAX OVERPAYMENT/TAX REFUND	1,124.98	Open
12/06/2018	75466	A.F.S.C.M.E. COUNCIL 25	MONTHLY DUES PAYROLL DEDUCTION - DECEMB	650.40	Open
12/06/2018	75467	ARBOR SPRINGS WATER CO., INC.	5 GAL. ARTESIAN WATER	13.00	Open
12/06/2018	75468	AT&T	SERVICE PERIOD NOVEMBER 22, 2018 TO DEC	283.91	Open
12/06/2018	75469	AVAYA INC.*	DPW PHONE SYSTEM	12.58	Open
12/06/2018	75470	BASIC	FSA PLAN RENEWAL FEE	250.00	Open
12/06/2018	75471	BOSS ENGINEERING	ALTA SURVEY FOR 501 MCMUNN	1,800.00	Open
12/06/2018	75472	KRISTEN S. CARROLL	PAYROLL DEDUCTION CASE NO. 17-57623-PJS	57.88	Open
12/06/2018	75473	CHRISTOPHER WAGNER	EMS TRAINING	250.00	Open
12/06/2018	75474	CIB PLANNING	PLANNING CONSULTANT FEES & PLAN REVIEWS	2,977.50	Open
12/06/2018	75475	CONSUMERS ENERGY	SERVICE PERIOD 10/17/2018- 11/16/2018 520 ADA ST. 530 ADA ST. SERVICE PERIOD SERVICE PERIOD OCTOBER 2, 2018 TO OCTOB	5,128.24 478.87 100.92 <u>5,708.03</u>	Open Open Open
12/06/2018	75476	DTE ENERGY	SERVICE PERIOD 10/25/2018 - 11/20/2018	19,769.43	Open
12/06/2018	75477	DTE ENERGY	214 W. LAKE STREET SERVICE PERIOD OCTOB 219 WHIPPLE ST. SERVICE PERIOD OCTOBER 215 WHIPPLE ST. SERVICE PERIOD OCTOBER	129.47 431.92 416.61 <u>1,134.54</u> 896.34	Open Open Open Open
12/06/2018	75478	ELECTRICAL CODE SERVICES LLC	SERVICE PERIOD OCTOBER 26, 2018 TO NOV	3,008.88	Open
12/06/2018	75479	FIRE STATION CHECKLIST	OCTOBER 2018 & NOVEMBER 2018 ELECTRICAL APP. SERVICE	959.00	Open
12/06/2018	75480	DONALD GOTHAM	EMPLOYMENT MILEAGE REIMBURSEMENT	100.00	Open
12/06/2018	75481	GREAT LAKES ACE HARDWARE	NOZZLE FOR SHOP VAC	59.40	Open
12/06/2018	75482	HIGHLAND TREATMENT INC.	WWTP ROUTINE CHECKS - NOVEMBER 2018	15.19 450.00	Open Open
12/06/2018	75483	MARTIN'S DO IT BEST	NOVEMBER 30, 2018 STATEMENT NOVEMBER 2018 STATEMENT	86.95 212.41 <u>299.36</u>	Open Open
12/06/2018	75484	MICHIGAN ASSESSORS ASSOCIATION	MEMBERSHIP RENEWAL - ZELENAK	100.00	Open
12/06/2018	75485	MISDU	PAYROLL DEDUCTION REMITTANCE ID 9129625	322.07	Open



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12/06/2018	75486	POLICE OFFICERS ASSOCIATION OF	UNION DUES PAYROLL DEDUCTION - DECEMBER	584.82	Open
12/06/2018	75487	POLICE OFFICERS LABOR COUNCIL	UNION DUES PAYROLL DEDUCTION - DECEMBER	251.25	Open
12/06/2018	75488	ROBERT VOGEL	REIMBURSEMENT FOR FIRE DEPARTMENT POST	64.21	Open
12/06/2018	75489	STATE OF MICHIGAN	CERTIFICATION RENEWAL FOR WATER D-2 & S	95.00	Open
12/06/2018	75490	US BANK	BLDG. AUTHORITY BOND ADMIN FEES BI#3606	500.00	Open
12/06/2018	75491	VANTAGEPOINT TRANSFERS	ICMA 457 PLAN #301149 PAYROLL DEDUCTION	3,246.17	Open
12/06/2018	75492	VERIZON WIRELESS	SERVICE PERIOD OCTOBER 22, 2018 - NOVEM	77.81	Open
01 TOTALS:					
Total of 101 Checks:				210,063.75	
Less 0 Void Checks:				0.00	
Total of 101 Disbursements:				210,063.75	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON  
EXP CHECK RUN DATES 12/10/2018 - 12/10/2018  
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND			CHECKS TO BE APPROVED 12/10/2018		
Dept 000.000					
101-000.000-035.000	ENGINEERING FEES	HUBBELL, ROTH, & CLARK,	PROFESSIONAL SERVICES FOR PERIOD ENDI	4,939.89	
		Total For Dept 000.000		4,939.89	
Dept 200.000 ADMINISTRATION					
101-200.000-727.000	OFFICE SUPPLIES	LB OFFICE PRODUCTS	OFFICE SUPPLIES	342.47	
101-200.000-802.000	CONTRACTUAL SVCS	GFL ENVIRONMENTAL USA	DUMPFSTER & RECYCLING 12/01/2018 - 12/	63.13	
101-200.000-900.000	PRINTING	ADVANCED MARKETING PARTN	WINTER TAX BILLS	438.00	
101-200.000-900.000	PRINTING	GOVERNMENTAL BUSINESS SY	SMART TEST DECKS FOR ELECTION	152.00	
101-200.000-962.000	MISCELLANEOUS EXPENSE	ADVANCE AUTO PARTS	HOSE CLAMP FOR DDA	61.18	
101-200.000-971.100	LAND/ BEAUTIFICATION	ADVANCE AUTO PARTS	CLAMPS FOR LIGHT POLES DOWNTOWN (DDA)	53.28	
101-200.000-971.100	LAND/ BEAUTIFICATION	NORMA LAFEVER	ROPING (GARLAND)	2,177.00	
		Total For Dept 200.000 ADMINISTRATION		3,287.06	
Dept 276.000 CEMETERY					
101-276.000-740.000	OPERATING EXPENSE	ADVANCE AUTO PARTS	BOLT FOR SHOP AIR COMPRESSOR	1.85	
101-276.000-740.000	OPERATING EXPENSE	ATCO INTERNATIONAL	NITTY GRITTY FOR SHOP	16.50	
101-276.000-740.000	OPERATING EXPENSE	BADER & SONS CO.	PARTS FOR CEMETERY TRACTOR	98.94	
101-276.000-740.000	OPERATING EXPENSE	GRAINGER	AIR COMPRESSOR MOTOR FOR SHOP	58.89	
101-276.000-740.000	OPERATING EXPENSE	MYERS TIRE SUPPLY CO.	4 WAY VALVE TIRE MACHINE REPAIR	17.29	
101-276.000-802.000	CONTRACTUAL SVCS	GFL ENVIRONMENTAL USA	DUMPFSTER & RECYCLING 12/01/2018 - 12/	76.27	
101-276.000-802.000	CONTRACTUAL SVCS	JOHN'S SANITATION	PORTA JOHN'S @ CEMETERY & FARMER'S MA	80.00	
		Total For Dept 276.000 CEMETERY		349.74	
Dept 300.000 POLICE					
101-300.000-721.000	UNIFORMS & CLEANING ALLOWANCE	HURON VALLEY GUNS	DUTY GEAR FOR P.O. SCHNEEMAN, GLOCK L	636.23	
101-300.000-727.000	OFFICE SUPPLIES	OFFICE EXPRESS	BINDERS	266.08	
101-300.000-740.000	OPERATING EXPENSE	CYNERGY PRODUCTS	FUSE HOLDER & GLASS FUSE, LABOR FOR P	95.00	
101-300.000-740.000	OPERATING EXPENSE	GLOCK, INC.	RECOIL SPRING - J. BAKER	20.00	
101-300.000-802.000	CONTRACTUAL SVCS	GFL ENVIRONMENTAL USA	DUMPFSTER & RECYCLING 12/01/2018 - 12/	38.14	
101-300.000-802.000	CONTRACTUAL SVCS	QUENCH USA, INC.	CHILLER 3-UV 12/01/2018 - 02/28/2019	216.00	
101-300.000-802.000	CONTRACTUAL SVCS	RICOH USA, INC.	COPIER MAINTENANCE AGREEMENT 11/18/18	395.89	
101-300.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	BOLT FOR SHOP AIR COMPRESSOR	192.42	
101-300.000-863.000	VEHICLE MAINTENANCE	ATCO INTERNATIONAL	NITTY GRITTY FOR SHOP	26.40	
101-300.000-863.000	VEHICLE MAINTENANCE	COOK AUTOMOTIVE	FUEL INDUCTION REPAIR & SPARK PLUG VE	749.98	
101-300.000-863.000	VEHICLE MAINTENANCE	GRAINGER	AIR COMPRESSOR MOTOR FOR SHOP	94.22	
101-300.000-863.000	VEHICLE MAINTENANCE	HINES PARK FORD, INC.	PARTS FOR PD 231	752.24	
101-300.000-863.000	VEHICLE MAINTENANCE	MYERS TIRE SUPPLY CO.	4 WAY VALVE TIRE MACHINE REPAIR	27.65	
101-300.000-863.000	VEHICLE MAINTENANCE	O'REILLY AUTO PARTS	LOWER ARM CONTROL FOR PD 231	147.06	
101-300.000-863.000	VEHICLE MAINTENANCE	SOUTH LYON COLLISION	4 WHEEL ALIGNMENT VEHICLE 231	89.95	
101-300.000-863.000	VEHICLE MAINTENANCE	VICTORY LANE	FLEET OIL CHANGE PD VEHICLE #202	111.54	
101-300.000-978.000	CAPITAL EQUIPMENT	CYNERGY PRODUCTS	EMERGENCY EQUIPMENT & INSTALLATION	17,413.10	
101-300.000-978.000	CAPITAL EQUIPMENT	W4 SIGNS	VEHICLE GRAPHICS - PD #282	970.00	
		Total For Dept 300.000 POLICE		22,241.90	
Dept 335.000 FIRE					
101-335.000-721.000	UNIFORMS & CLEANING ALLOWANCE	FIRST DUE FIRE SUPPLY	GEAR REPAIR AND CLEANING	80.00	
101-335.000-721.000	UNIFORMS & CLEANING ALLOWANCE	HURON VALLEY GUNS	UNIFORMS - SMITH, D'AMBROSIO, BELL-SC	274.96	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON  
 EXP CHECK RUN DATES 12/10/2018 - 12/10/2018  
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 335.000 FIRE					
101-335.000-727.000	OFFICE SUPPLIES	QUILL CORPORATION	CUPS, COFFEE, LYSOL AND PAPER	72.21	
101-335.000-740.000	OPERATING EXPENSE	AMERICAN AWARDS & ENGRAV	FIREFIGHTER OF THE YEAR AWARD	100.00	
101-335.000-740.000	OPERATING EXPENSE	GRAINGER	PARKING SIGNS	159.34	
101-335.000-740.000	OPERATING EXPENSE	QUILL CORPORATION	COFFEE CREAMER, SIMPLE GREEN, COLORED	493.88	
101-335.000-740.000	OPERATING EXPENSE	W4 SIGNS	HELMET STICKERS	51.00	
101-335.000-802.000	CONTRACTUAL SVCS	GFL ENVIRONMENTAL USA	DUMPESTER & RECYCLING 12/01/2018 - 12/	38.13	
101-335.000-830.000	MEMBERSHIP AND DUES	LIVINGSTON COUNTY EMS	ELS HEALTHCARE PROVIDER CARDS	12.00	
101-335.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	BOLT FOR SHOP AIR COMPRESSOR	427.71	
101-335.000-863.000	VEHICLE MAINTENANCE	ATCO INTERNATIONAL	NITTY GRITTY FOR SHOP	19.80	
101-335.000-863.000	VEHICLE MAINTENANCE	GRAINGER	AIR COMPRESSOR MOTOR FOR SHOP	70.67	
101-335.000-863.000	VEHICLE MAINTENANCE	MYERS TIRE SUPPLY CO.	4 WAY VALVE TIRE MACHINE REPAIR	20.73	
101-335.000-957.000	EDUCATION & TRAINING	CE SOLUTIONS	2 YEAR UNLIMITED CEU PROGRAM	1,364.00	
101-335.000-977.000	EQUIPMENT	BOUND TREE MEDICAL, LLC	MEDICAL GLOVES	239.80	
		Total For Dept 335.000 FIRE		3,424.23	
Dept 440.000 DEPT. OF PUBLIC WORKS					
101-440.000-727.000	OFFICE SUPPLIES	LB OFFICE PRODUCTS	OFFICE SUPPLIES	58.95	
101-440.000-740.000	OPERATING EXPENSE	ANN ARBOR WELDING SUPPLY	CYLINDER RENTAL	108.35	
101-440.000-740.000	OPERATING EXPENSE	QUALITY FIRST AID & SAFE	PAPER, SAFETY, & FIRST AID SUPPLIES	391.46	
101-440.000-802.000	CONTRACTUAL SVCS	GFL ENVIRONMENTAL USA	DUMPESTER & RECYCLING 12/01/2018 - 12/	119.86	
101-440.000-860.000	GAS & OIL	ANGELO'S WHOLESAL	OIL AND PARTS FOR PLOWS	69.54	
101-440.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	BOLT FOR SHOP AIR COMPRESSOR	99.83	
101-440.000-863.000	VEHICLE MAINTENANCE	ANGELO'S WHOLESAL	OIL AND PARTS FOR PLOWS	100.99	
101-440.000-863.000	VEHICLE MAINTENANCE	ATCO INTERNATIONAL	NITTY GRITTY FOR SHOP	72.60	
101-440.000-863.000	VEHICLE MAINTENANCE	BLUETARP CREDIT SERVICES	18V BATTERY PACK	149.00	
101-440.000-863.000	VEHICLE MAINTENANCE	GRAINGER	AIR COMPRESSOR MOTOR FOR SHOP	259.11	
101-440.000-863.000	VEHICLE MAINTENANCE	HAROLD'S FRAME SHOP INC.	PARTS FOR T-1	83.14	
101-440.000-863.000	VEHICLE MAINTENANCE	HINES PARK FORD, INC.	MIRROR FOR T-4	306.09	
101-440.000-863.000	VEHICLE MAINTENANCE	MYERS TIRE SUPPLY CO.	4 WAY VALVE TIRE MACHINE REPAIR	76.05	
101-440.000-863.000	VEHICLE MAINTENANCE	SITONE LANDSCAPE SUPPLY	MOUNTING PLATES FOR T-7	305.86	
101-440.000-863.000	VEHICLE MAINTENANCE	WOLVERINE TRUCK SALES, I	HEATER CONTROL MOTOR	380.14	
101-440.000-935.000	NPDES PHASE 2 STORMWATER	HUBBELL, ROTH, & CLARK,	PROFESSIONAL SERVICES FOR PERIOD ENDI	2,832.27	
101-440.000-974.000	LAND IMPROVEMENTS	HORNET CONCRETE CO. INC.	CONCRETE	318.00	
101-440.000-974.000	LAND IMPROVEMENTS	STONE DEPOT LANDSCAPE SU	FLOAT STONE	68.40	
		Total For Dept 440.000 DEPT. OF PUBLIC WORKS		5,799.64	
Dept 690.000 PARKS AND RECREATION					
101-690.000-801.000	PROFESSIONAL SERVICE	JOHN'S SANITATION	PORTA JOHN'S @ CEMETERY & FARMER'S MA	550.00	
		Total For Dept 690.000 PARKS AND RECREATION		550.00	
Dept 732.000 HISTORICAL DEPOT					
101-732.000-802.000	CONTRACTUAL SVCS	MARK G. POPRAVSKY	WITCH'S HAT DEPOT/CHURCH SPRINKLERS F	90.00	
		Total For Dept 732.000 HISTORICAL DEPOT		90.00	
Fund 202 MAJOR STREETS					
		Total For Fund 101 GENERAL FUND		40,682.46	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON  
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
CHECKS TO BE APPROVED 12/10/2018					
OPEN					
Fund 202 MAJOR STREETS					
Dept 463.000 STREET-ROUTINE MAINT.	REPAIR MAINTENANCE		STONE DEPOT LANDSCAPE SU LEAF DISPOSAL	2,025.00	
202-463.000-930.000			Total For Dept 463.000 STREET-ROUTINE MAINT.	2,025.00	
Dept 474.000 TRAFFIC SERVICES	TRAFFIC LIGHTS		ROAD COMMISSION FOR OAKL TRAFFIC SIGNAL MAINTENANCE - OCTOBER	72.79	
202-474.000-924.000			Total For Dept 474.000 TRAFFIC SERVICES	72.79	
Dept 478.000 SNOW PLOWING	OPERATING EXPENSE		DETROIT SALT COMPANY LLC SALT	3,050.53	
202-478.000-740.000			Total For Dept 478.000 SNOW PLOWING	3,050.53	
			Total For Fund 202 MAJOR STREETS	5,148.32	
Fund 203 LOCAL STREETS					
Dept 451.000	PROFESSIONAL SERVICE		HUBBELL, ROTH, & CLARK, PROFESSIONAL SERVICES FOR PERIOD ENDI	149.10	
203-451.000-801.000			Total For Dept 451.000	149.10	
Dept 463.000 STREET-ROUTINE MAINT.	REPAIR MAINTENANCE		STONE DEPOT LANDSCAPE SU LEAF DISPOSAL	2,025.00	
203-463.000-930.000			Total For Dept 463.000 STREET-ROUTINE MAINT.	2,025.00	
Dept 478.000 SNOW PLOWING	OPERATING EXPENSE		DETROIT SALT COMPANY LLC SALT	1,642.60	
203-478.000-740.000			Total For Dept 478.000 SNOW PLOWING	1,642.60	
			Total For Fund 203 LOCAL STREETS	3,816.70	
Fund 280 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000	SEASONAL IMPROVEMENTS		JOHN'S SANITATION PORTA JOHN'S @ CEMETERY & FARMER'S MA	98.00	
280-000.000-740.200			Total For Dept 000.000	98.00	
			Total For Fund 280 DOWNTOWN DEVELOPMENT AUTHORITY	98.00	
Fund 592 WATER & SEWER					
Dept 540.000 WATER / REPAIR	REPAIR MAINTENANCE		HORNET CONCRETE CO. INC. CONCRETE	1,110.00	
592-540.000-930.000			Total For Dept 540.000 WATER / REPAIR	1,110.00	
Dept 550.000 SEWER / REPAIR	REPAIR MAINTENANCE		HORNET CONCRETE CO. INC. LIMESTONE FOR SEWER REPAIR	1,463.00	
592-550.000-930.000			Total For Dept 550.000 SEWER / REPAIR	1,463.00	
Dept 556.000 WATER	OPERATING EXPENSE		ELHORN ENGINEERING COMPA PHOSPHATE	2,964.00	
592-556.000-740.000	OPERATING EXPENSE		FISHER SCIENTIFIC RESTOCKING AND SHIPPING FEE FOR RETUR	27.70	
592-556.000-740.000	OPERATING EXPENSE		J.J. KELLER & ASSOCIATES OSHA BOOKLET	28.47	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
CHECKS TO BE APPROVED 12/10/2018					
OPEN					
Dept 592 WATER & SEWER					
Fund 556.000 WATER					
592-556.000-740.000	OPERATING EXPENSE	JCI JONES CHEMICALS INC.	CHLORINE INVOICE #775004 & CREDIT MEM	780.60	
592-556.000-740.000	OPERATING EXPENSE	PARACON LABORATORIES, IN	WATER ANALYSIS	325.00	
592-556.000-740.000	OPERATING EXPENSE	QUALITY FIRST AID & SAFE	FIRST AID, GLOVES AND PAPER PRODUCTS	55.72	
592-556.000-740.000	OPERATING EXPENSE	THIELSCH ENGINEERING INC	CIRCLE CHARTS FOR WATER PLANTS	375.82	
592-556.000-740.000	OPERATING EXPENSE	USA BLUE BOOK	HAZARD SIGNS FOR WATER/WASTEWATER	105.01	
592-556.000-801.000	PROFESSIONAL SERVICE	HUBBELL, ROTH, & CLARK,	PROFESSIONAL SERVICES FOR PERIOD ENDI	1,063.30	
592-556.000-802.000	CONTRACTUAL SVCS	CUMMINS SALES & SERVICE	ANNUAL GENERATOR MAINTENANCE	109.91	
592-556.000-802.000	CONTRACTUAL SVCS	GFL ENVIRONMENTAL USA	DUMPSTER & RECYCLING 12/01/2018 - 12/	49.05	
592-556.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	BOLT FOR SHOP AIR COMPRESSOR	221.65	
592-556.000-863.000	VEHICLE MAINTENANCE	ATCO INTERNATIONAL	NITTY GRITTY FOR SHOP	29.70	
592-556.000-863.000	VEHICLE MAINTENANCE	GRAINGER	AIR COMPRESSOR MOTOR FOR SHOP	105.99	
592-556.000-863.000	VEHICLE MAINTENANCE	MYERS TIRE SUPPLY CO.	4 WAY VALVE TIRE MACHINE REPAIR	31.10	
592-556.000-863.000	VEHICLE MAINTENANCE	ZIP'S AM DIRECT	AMBER LIGHTS FOR W4 & W2	555.94	
592-556.000-900.000	PRINTING	QUICK SILVER MARKETING S	PRINTING METER REPAIR TAGS	105.60	
592-556.000-931.000	BUILDING MAINTENANCE	CUMMINS SALES & SERVICE	REPLACE WATER PUMP AND AIR FILTERS	2,720.58	
Total For Dept 556.000 WATER				9,655.14	
Dept 557.000 WASTEWATER					
592-557.000-740.000	OPERATING EXPENSE	ANN ARBOR WELDING SUPPLY	CYLINDER RENTAL	36.11	
592-557.000-740.000	OPERATING EXPENSE	BRIGHTON ANALYTICAL, L.L	WW ANALYSIS	82.50	
592-557.000-740.000	OPERATING EXPENSE	BRIGHTON CLEANING SUPPLI	CLEANING SUPPLIES	188.60	
592-557.000-740.000	OPERATING EXPENSE	COMPLETE BATTERY SOURCE	BATTERIES FOR EMERGENCY LIGHTS	115.60	
592-557.000-740.000	OPERATING EXPENSE	FISHER SCIENTIFIC	RESTOCKING AND SHIPPING FEE FOR RETUR	27.71	
592-557.000-740.000	OPERATING EXPENSE	HAVILAND PRODUCTS COMPAN	ALUMINUM SULFATE	4,620.70	
592-557.000-740.000	OPERATING EXPENSE	J.J. KELLER & ASSOCIATES	OSHA BOOKLET	28.48	
592-557.000-740.000	OPERATING EXPENSE	QUALITY FIRST AID & SAFE	FIRST AID, GLOVES AND PAPER PRODUCTS	55.72	
592-557.000-740.000	OPERATING EXPENSE	UIS SCADA, INC.	TROUBLESHOOT/DIAGNOSE PLC ISSUE	510.00	
592-557.000-740.000	OPERATING EXPENSE	USA BLUE BOOK	HAZARD SIGNS FOR WATER/WASTEWATER	122.67	
592-557.000-801.000	PROFESSIONAL SERVICE	HUBBELL, ROTH, & CLARK,	PROFESSIONAL SERVICES FOR PERIOD ENDI	447.30	
592-557.000-802.000	CONTRACTUAL SVCS	CRB CRANE & SERVICE	SEMI-ANNUAL CRANE INSPECTION	441.75	
592-557.000-802.000	CONTRACTUAL SVCS	CUMMINS SALES & SERVICE	ANNUAL GENERATOR MAINTENANCE	989.17	
592-557.000-802.000	CONTRACTUAL SVCS	GFL ENVIRONMENTAL USA	DUMPSTER & RECYCLING 12/01/2018 - 12/	49.04	
592-557.000-900.000	PRINTING	QUICK SILVER MARKETING S	PRINTING METER REPAIR TAGS	105.60	
592-557.000-900.000	BUILDING MAINTENANCE	BIOTECH AGRONOMICCS INC	SLUDGE HAULING	33,596.25	
592-557.000-931.000	BUILDING MAINTENANCE	GRAINGER	GSKET RING FOR RAW SEWAGE PUMP 3	33.14	
592-557.000-931.000	BUILDING MAINTENANCE	HECO, INC.	MOTOR FOR ROTARY DRUM THICKNER	1,622.50	
Total For Dept 557.000 WASTEWATER				43,072.84	
Total For Fund 592 WATER & SEWER				55,300.98	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON  
EXP CHECK RUN DATES 12/10/2018 - 12/10/2018  
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CHECKS TO BE APPROVED 12/10/2018

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	40,682.46	
			Fund 202 MAJOR STREETS	5,148.32	
			Fund 203 LOCAL STREETS	3,816.70	
			Fund 280 DOWNTOWN DEVE	98.00	
			Fund 592 WATER & SEWER	55,300.98	
			Total For All Funds:	105,046.46	

The above checks have been approved for payment.

\_\_\_\_\_  
Lisa Deaton, City Clerk/Treasurer

\_\_\_\_\_  
Daniel L. Pelchat, Mayor

November 2018 Payroll Report								
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
<b>Administration</b>								
				\$ -	\$ -		\$ -	
Brandon, C.	15.8700	127.00	3.50	\$ 2,015.49	\$ 83.32		\$ 2,098.81	
Deaton, L.				\$ 5,172.18			\$ 5,172.18	
Donohue, R.				\$ 5,525.00			\$ 5,525.00	
Gotham, D.	17.8100	61.50		\$ 1,095.32	\$ -		\$ 1,095.32	
Lanning, W.	12.0000	23.50		\$ 282.00			\$ 282.00	
Mosier, L.				\$ 4,956.96			\$ 4,956.96	
Pieper, Judy	19.5300	160.00	26.00	\$ 3,124.80	\$ 761.67		\$ 3,886.47	
Tiernan, P.	19.6200	102.75		\$ 2,015.96			\$ 2,015.96	
Zelenak, Paul				\$ 7,692.32			\$ 7,692.32	
<b>TOTAL: Administration</b>		<b>474.75</b>	<b>29.50</b>	<b>\$ 24,187.70</b>	<b>\$ 844.99</b>	<b>\$ -</b>	<b>\$ 32,725.01</b>	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
<b>Cemetery</b>								
Brannun, L.	13.2500	28.00		\$ 371.00			\$ 371.00	
Lemke, John N.	12.4600			\$ -			\$ -	
Nicholls, William	12.4600	28.00		\$ 348.88			\$ 348.88	
Wauford, S.	12.4600	28.00		\$ 348.88			\$ 348.88	
Wedesky, J. W.	12.4600	28.00		\$ 348.88			\$ 348.88	
Williamson, N.	12.4600	28.00		\$ 348.88			\$ 348.88	
<b>TOTAL: Cemetery</b>		<b>140.00</b>	<b>0.00</b>	<b>1766.52</b>	<b>0.00</b>	<b>0.00</b>	<b>1766.52</b>	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
<b>Police</b>								
Baaki, D.	37.7226	160.00	13.00	\$ 6,035.62	\$ 750.59		\$ 6,786.21	
Baker, A.	34.6077	160.00	20.00	\$ 5,537.23	\$ 1,061.31		\$ 6,598.54	
Baker, J.	37.7226	164.00	10.00	\$ 6,186.51	\$ 577.38		\$ 6,763.88	
Barbour, R.	34.6077	160.00	15.00	\$ 5,537.23	\$ 792.74		\$ 6,329.97	
Collins, L.				\$ 7,655.44		\$ 482.49	\$ 8,137.93	Insurance Stipend
Faught, C.	37.7226	160.00	11.00	\$ 6,035.62	\$ 632.74		\$ 6,668.35	
Hoydic, S.	34.6077	160.00	11.00	\$ 5,537.23	\$ 583.72		\$ 6,120.95	
Kretlin, F.	18.1100	20.00		\$ 362.20			\$ 362.20	
Laraway, P.	18.1100	19.50		\$ 353.15			\$ 353.15	
Ley, K.	18.1100	13.00		\$ 235.43			\$ 235.43	
Morris, Carlie	10.3300	108.00		\$ 1,115.64			\$ 1,115.64	
Raap, T.	34.6077	160.00	6.00	\$ 5,537.23	\$ 317.09		\$ 5,854.33	
Rosenthal, Sommer	10.3300	76.00		\$ 785.08			\$ 785.08	
Rosenthal, Sommer	12.0000	23.50		\$ 282.00			\$ 282.00	
Salyers, B.	18.3000	160.00		\$ 2,928.00	\$ -		\$ 2,928.00	
Schneemann, J.	22.7572	160.00	14.00	\$ 3,641.15	\$ 477.90		\$ 4,119.05	
Sederlund, C.	37.7226	160.00	10.50	\$ 6,035.62	\$ 606.25	\$ 482.49	\$ 7,124.35	Insurance Stipend
Sovik, C.	40.7404	160.00	26.50	\$ 6,518.46	\$ 1,650.01		\$ 8,168.47	
Sroufe, T.	34.6077	160.00		\$ 5,537.23	\$ -	\$ 482.49	\$ 6,019.72	Insurance Stipend
Stevens, T.	34.6077	160.00	6.00	\$ 5,537.23	\$ 315.80		\$ 5,853.03	
Tomanek, J.	34.6077	160.00	4.00	\$ 5,537.23	\$ 212.26		\$ 5,749.49	
Walton, T.	34.6077	160.00	18.00	\$ 5,537.23	\$ 951.28		\$ 6,488.51	
Wilcox, W.	18.1100	17.00		\$ 307.87	\$ -		\$ 307.87	
Wittrock, M.	34.6077	160.00	14.00	\$ 5,537.23	\$ 739.89		\$ 6,277.12	
<b>Total: Police</b>		<b>2841.00</b>	<b>179.00</b>	<b>\$ 98,312.86</b>	<b>\$ 9,668.95</b>	<b>\$ 1,447.47</b>	<b>\$ 109,429.28</b>	
<b>*Please note 2 pay periods in the month of November 2018</b>								

Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
<b>Fire</b>								
Armstrong, C.	22.8400	28.75		\$ 656.65			\$ 656.65	
Bell-Schaefer, J.	9.4400	9.50		\$ 89.68			\$ 89.68	
Conrad, C.	19.1100	124.25		\$ 2,374.42			\$ 2,374.42	
D'Ambrosio, A.	9.4400	11.25		\$ 106.20			\$ 106.20	
Dobrick, Z.	10.1800	10.75		\$ 109.44			\$ 109.44	
Dziurgot, A.	9.9800			\$ -			\$ -	
Good, A.	15.6400	25.25		\$ 394.91			\$ 394.91	
Laitinen, D.	15.6400	12.75		\$ 199.41			\$ 199.41	
Madsen, W.	9.4400	75.00		\$ 708.00			\$ 708.00	
Matthews, A.	21.6400	61.25		\$ 1,325.45			\$ 1,325.45	
McGahan, K.	18.0400	119.25		\$ 2,151.27			\$ 2,151.27	
McGowan, C.	15.6400	14.00		\$ 218.96			\$ 218.96	
Moynihan, B.	21.6400	55.75		\$ 1,206.43			\$ 1,206.43	
Noechel, J.	18.0400	13.75		\$ 248.05			\$ 248.05	
Olando, M.	19.1100	35.75		\$ 683.18			\$ 683.18	
Percin, T.	9.4400	7.00		\$ 66.08			\$ 66.08	
Smith, S.	9.4400	18.50		\$ 174.64			\$ 174.64	
Tooman, B.	18.0400	101.25		\$ 1,826.55			\$ 1,826.55	
Tratechaud, L.	9.4400			\$ -			\$ -	
Viet, A.	18.8300	48.75		\$ 786.80			\$ 786.80	
Vogel, R.				\$ 2,779.80			\$ 2,779.80	
Weir, M.	24.0500	59.50		\$ 1,430.98			\$ 1,430.98	
Wilson, T.	21.6400	39.25		\$ 849.37			\$ 849.37	
<b>Total: Fire</b>		<b>869.50</b>		<b>\$ 18,386.26</b>		<b>\$ -</b>	<b>\$ 18,386.26</b>	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
<b>D.P.W.</b>								
Abramowicz, J.	22.1700	160.00		\$ 3,547.20	\$ -		\$ 3,547.20	
Archey, Je.	25.0700	160.00	13.50	\$ 4,011.20	\$ 517.46	\$ 90.00	\$ 4,618.66	On-Call
Brock, R.	28.6300	160.00	10.50	\$ 4,260.80	\$ 431.55		\$ 4,692.35	
Buers, D.	24.8500	160.00		\$ 3,976.00	\$ -		\$ 3,976.00	
Dental, F.	24.8700	160.00	30.00	\$ 3,947.20	\$ 1,125.30	\$ 540.00	\$ 5,612.50	On-Call
Jamison, M.	20.0100	160.00		\$ 3,201.60	\$ -		\$ 3,201.60	
Moritz, M.	23.4700	160.00		\$ 3,755.20	\$ -	\$ 1,300.00	\$ 5,055.20	Longevity
Over, V.	23.0700	160.00	18.00	\$ 3,691.20	\$ 635.94	\$ 1,315.00	\$ 5,642.14	On-Call, Longevity
Plasecki, T.	23.0700	160.00	18.50	\$ 3,691.20	\$ 649.54	\$ 315.00	\$ 4,655.74	On-Call
Race, J.	21.2700	160.00	22.50	\$ 3,403.20	\$ 717.86	\$ 1,701.60	\$ 5,822.66	Vacation Pay-out
Valencia, A.	20.8700	160.00	8.00	\$ 3,339.20	\$ 250.44		\$ 3,589.64	
<b>Total: D.P.W.</b>		<b>1,760.00</b>	<b>121.00</b>	<b>\$ 40,824.00</b>	<b>\$ 4,328.08</b>	<b>\$ 5,261.60</b>	<b>\$ 50,413.68</b>	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
<b>W. &amp; W.W.</b>								
Armstrong, C.	22.1800	160	9.00	\$ 3,545.60	\$ 299.16	\$ 315.00	\$ 4,159.76	On-Call
Beason, R.	30.6800	160	6.00	\$ 4,908.80	\$ 283.02	\$ 315.00	\$ 5,506.82	On-Call
Blankstrom, D.	20.4900	160		\$ 3,278.40	\$ -	\$ 100.00	\$ 3,378.40	On-Call
Claramitaro, J.	26.9600	160	6.50	\$ 4,313.60	\$ 268.97	\$ 315.00	\$ 4,897.57	On-Call
DeHoff, T.	12.0000	100		\$ 1,200.00			\$ 1,200.00	
Erdmann, Kevin	22.8600	160		\$ 3,657.60	\$ -	\$ 315.00	\$ 3,972.60	On-Call
Gehring, D.	27.4600	160		\$ 4,393.60	\$ -	\$ 300.00	\$ 4,693.60	On-Call
Lawrence, E.	17.2700	160		\$ 2,763.20			\$ 2,763.20	
Popravsky, P.	22.2000	160		\$ 3,552.00	\$ -		\$ 3,552.00	
<b>Total: W. &amp; W.W.</b>		<b>1380.00</b>	<b>21.50</b>	<b>\$ 31,612.80</b>	<b>\$ 851.15</b>	<b>\$ 1,660.00</b>	<b>\$ 34,123.95</b>	
<b>Grand Total</b>		<b>7,465.25</b>	<b>351.00</b>	<b>\$ 215,090.15</b>	<b>\$ 15,693.17</b>	<b>\$ 8,369.07</b>	<b>\$ 246,844.70</b>	
<b>*Please note 2 pay periods in the month of November 2018</b>								



ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.  
27555 Executive Drive, Suite 250  
Farmington Hills, MI 48331  
(248) 489-4100 Tax ID# 38-3107356

November 12, 2018

City of South Lyon  
Attn: Lisa Deaton, Clerk/Treasurer  
335 S. Warren Street  
South Lyon, MI 48178

Invoice # 1071380

In Reference To: General Labor Matters

Professional Services Rendered Through October 31, 2018

	<u>Hrs/Rate</u>	<u>Amount</u>
10/30/2018 PAA Preparation of status letter on command unit DC plan	0.50 165.00/hr	82.50
For professional services rendered	<u>0.50</u>	<u>\$82.50</u>
Balance due		<u><u>\$82.50</u></u>

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Please include your Invoice Number on your payment. Thank you.

Rosati, Schultz, Joppich & Amtsbuechler, P.C.

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.  
27555 Executive Drive, Suite 250  
Farmington Hills, MI 48331  
(248) 489-4100 Tax ID# 38-3107356

November 12, 2018

City of South Lyon  
Attn: Lisa Deaton, Clerk/Treasurer  
335 S. Warren Street  
South Lyon, MI 48178

Invoice # 1071381

In Reference To: Michigan Tax Tribunal Matters

Professional Services Rendered Through October 31, 2018

			<u>Hrs/Rate</u>	<u>Amount</u>
<u>Pullum Window/Docket 18-1058</u>				
10/15/2018	SSM	Receipt/review of response to Motion for Protective Order; Correspondence regarding same	0.40 150.00/hr	60.00
Subtotal:			[ 0.40	60.00]
<u>Roco Brookwood/Docket 17-4029</u>				
10/1/2018	SSM	Receipt/review of Stipulation executed by OCED; Final review and signature of Stipulation; Correspondence regarding same	0.60 150.00/hr	90.00
10/2/2018	SSM	Receipt/review of email from B. Rosenbaum; Preparation of email to B. Rosenbaum regarding Stipulation; Memo regarding same	0.50 150.00/hr	75.00
10/3/2018	SSM	Receipt/review of file Stipulation; Preparation of email to OCED; Note to file	0.30 150.00/hr	45.00
10/15/2018	SSM	Receipt/review of Consent Judgment; Correspondence regarding same	0.30 150.00/hr	45.00

Rosati, Schultz, Joppich & Amtsbuechler, P.C.

	<u>Hrs/Rate</u>	<u>Amount</u>
Subtotal:	[ 1.70	255.00]
For professional services rendered	2.10	\$315.00
Previous balance		\$803.31
10/25/2018 Payment - thank you. Check No. 75201		(\$803.31)
Balance due		<u>\$315.00</u>

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Please include your Invoice Number on your payment. Thank you.

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.  
27555 Executive Drive, Suite 250  
Farmington Hills, MI 48331  
(248) 489-4100 Tax ID# 38-3107356

November 12, 2018

City of South Lyon  
Attn: Lisa Deaton, Clerk/Treasurer  
335 S. Warren Street  
South Lyon, MI 48178

Invoice # 107138  
2

In Reference To: City Attorney Retainer Work

Professional Services Rendered Through October 31, 2018

		<u>Hours</u>
	<u>Alexander Center</u>	
10/22/2018	TSW Telephone conference with outside counsel regarding status	0.10
	TSW Correspondence to and from Planning Consultant regarding Alexander Center status	0.20
	TSW Legal research regarding authority for site plan condition	0.80
	TSW Review of background documents and begin preparation of correspondence to Planning Commission regarding Alexander Center parking	0.90
10/23/2018	TSW Continued review of background, Planning Consultant information, parking study, and review; Continued preparation of correspondence to Planning Commission regarding proposal for Alexander Center and parking study issues	3.40
10/26/2018	TSW Telephone conference with outside counsel regarding status of Planning Commission meeting	0.30

Rosati, Schultz, Joppich & Amtsbuechler, P.C.

			<u>Hours</u>
10/29/2018	TSW	Attention to Alexander Center parking issues	0.30
10/30/2018	TSW	Telephone conference with outside counsel regarding status of site plan amendment	0.20
10/31/2018	TSW	Telephone conference with outside counsel regarding status	0.20
SUBTOTAL:			<hr/> 6.40
			[ ]
<u>City Council</u>			
10/8/2018	TSW	Review of Council agenda and packet and minutes of 9/24/18	0.40
	TSW	Preparation for Council meeting	0.40
	TSW	Attend Council meeting	2.50
10/22/2018	TSW	Attend Council meeting	2.40
SUBTOTAL:			<hr/> 5.70
			[ ]
<u>District Court Prosecutions</u>			
10/1/2018	CDS	Receipt/review of Judges Bondy, Law and Reeds' updated 10/2/18 dockets	0.20
	CDS	Telephone conference with client, [REDACTED] ([REDACTED])	0.20
	CDS	Telephone conference with client, [REDACTED] ([REDACTED])	0.10

			<u>Hours</u>
10/1/2018	CDS	Receipt/review correspondence from [REDACTED] ( [REDACTED] )	0.20
	CDS	Correspondence to [REDACTED] ( [REDACTED] )	0.20
10/2/2018	SGM	Prosecute morning docket of Pretrials	3.50
	CDS	Receipt/review of Judges Bondy, Law and Reeds' 10/8/18 dockets	0.20
	CDS	Receipt/review of Judges Bondy and Law's 10/9/18 dockets	0.20
	CDS	Appearance at bench trial ( [REDACTED] )	2.00
10/3/2018	CDS	Receipt/review of Judges Bondy, Law and Reeds' updated 10/8/18 dockets	0.20
	CDS	Receipt/review correspondence from [REDACTED] ( [REDACTED] )	0.20
	CDS	Correspondence to [REDACTED] ( [REDACTED] )	0.20
10/8/2018	CDS	Receipt/review of Judges Bondy and Law's updated 10/9/18 dockets	0.20
	CDS	Review of docket for 10/16/18	0.30
10/9/2018	CDS	Receipt/review of Judges Bondy, Law and Reeds' 10/15/18 dockets	0.20
	CDS	Receipt/review of Judges Law and Reeds' 10/16/18 dockets	0.20
	CDS	Prosecute morning docket	3.50

			<u>Hours</u>
10/10/2018	CDS	Receipt/review of Judges Bondy, Law and Reeds' updated 10/15/18 docket	0.20
10/11/2018	CDS	Receipt/review of Judges Law and Reeds' updated 10/16/18 dockets	0.20
10/12/2018	CDS	Receipt/review of Judges Law and Reeds' updated 10/16/18 dockets	0.20
	CDS	Telephone conference with client, [REDACTED] ([REDACTED])	0.20
10/16/2018	CDS	Receipt/review of South Lyon report ([REDACTED])	0.20
	CDS	Prosecute morning docket	3.00
10/17/2018	CDS	Telephone conference with client, [REDACTED] ([REDACTED])	0.10
	CDS	Receipt/review correspondence from [REDACTED] ([REDACTED])	0.20
	CDS	Receipt/review correspondence from [REDACTED] ([REDACTED])	0.20
10/18/2018	CDS	Receipt/review of Restitution Claim ([REDACTED])	0.20
10/22/2018	CDS	Telephone conference with client, [REDACTED] - Witness Fee	0.10
	CDS	Preparation of correspondence to [REDACTED] ([REDACTED])	0.20
	CDS	Telephone conference with client, [REDACTED] (Witness Fee)	0.20
10/23/2018	CDS	Correspondence to defense counsel regarding discovery ([REDACTED])	0.20

			<u>Hours</u>
10/23/2018	CDS	Receipt/review of Judges Bondy, Law and Reeds' 10/30/18 dockets	0.20
10/25/2018	CDS	Receipt/review of Judges Bondy, Law & Reeds' updated 10/30/18 dockets	0.20
10/29/2018	CDS	Review of files for 10/30/18 dockets	0.30
10/30/2018	CDS	Receipt/review of Attorney General Letter - Expungement ( )	0.20
	CDS	Prosecute afternoon docket	4.00
10/31/2018	CDS	Receipt/review of Judges Bondy and Law's 11/6/18 docket	0.20
SUBTOTAL:			<hr/>
			[ 22.30 ]

Elections

10/11/2018	TSW	Attention Election Commission and attention to issues relating to mid-term elections	0.60
10/23/2018	TSW	Research regarding election and polling place issues	1.50
10/24/2018	TSW	Research regarding election issues and polling place restrictions; Multiple correspondence to and from Police Chief and City Manager and Clerk regarding election issues	1.60
10/25/2018	TSW	Attend public accuracy test	1.00
	TSW	Attend meeting with City Manager, Clerk and Police Chief regarding election and polling	0.60
SUBTOTAL:			<hr/>
			[ 5.30 ]



			<u>Hours</u>
<u>General City Attorney Work</u>			
10/1/2018	GLD	ROW Wireless: Receipt/review correspondence from PROTEC attorney; Review legislature website and new FCC order summary; Correspondence to P. Zelenak regarding SB 637 summary, house committee hearing and opposition options	0.50
	TSW	Telephone conference with City Manager regarding miscellaneous matters	0.50
	TSW	Attention to Ballot Proposal 18-1 to legalize marijuana	1.00
	TSW	Attention to updated information on State Bill 637 and utility poles in right of way	0.30
	TSW	Attention to code enforcement downtown	0.10
	TSW	Attention to Michigan Seamless Tube groundwater proposal	0.20
10/2/2018	TSW	Telephone conference with outside counsel regarding Bonner buildings downtown and status	0.30
	TSW	Continued research of Ballot Proposal 18-1 to legalize marijuana	0.50
	TSW	Telephone conference with Title company regarding closing on City's purchase of property	0.10
	TSW	Preparation of Agenda Note for Council approval of Settlement Agreement of MDCR complaints	0.50
	TSW	Attention to issue regarding Comcast installation of cable services in residential neighborhood	0.60
	TSW	Preparation of Agenda Note for Zoning Ordinance Amendment on lot coverage and correspondence to and from Planning Consultant	1.30

			<u>Hours</u>
10/2/2018	TSW	Correspondence to and from Building Official regarding code enforcement	0.10
10/3/2018	TSW	Telephone conference with and correspondence to City Manager regarding Comcast cable installation	0.50
	TSW	Telephone conference with Title Company closer regarding City's purchase of property	0.20
	TSW	Attention to issues for City's closing on purchase of property	0.80
	TSW	Continued review of and revision of Zoning Ordinance Amendment on lot coverage and Agenda Note and correspondence to and from Planning Consultant regarding same	0.70
	TSW	Receipt/review of survey for City's purchase of property	0.10
	TSW	Continued preparation of materials for Council action on Settlement Agreement on MDCR complaints and correspondence to City Manager and Mayor regarding same	0.50
	TSW	Update and revise Agenda Note and correspondence to City Manager regarding Zoning Ordinance Amendment to limit height of utility poles in right of way for second reading	0.30
10/4/2018	TSW	Research regarding Ballot Proposal 18-1 to legalize marijuana	1.70
	TSW	Review of materials for closing on City's purchase of property and preparation of checklist	0.80
	TSW	Telephone conference with and multiple emails to and from Title Company regarding closing	0.50
	TSW	Preparation of resolution and Agenda Note for closing on City's purchase of property	0.50

			<u>Hours</u>
10/4/2018	TSW	Telephone conference with R Cook regarding first amendment of Knolls of South Lyon PD Agreement	0.10
	TSW	Review of bond for Comcast cable installation	0.20
	TSW	Continued preparation and revision of Affidavit, Release and Indemnity Agreement for City's purchase of property	0.30
	TSW	Correspondence to Mayor regarding Settlement Agreement for MDRC complaints	0.20
	TSW	Attention to impacts of Proposal 18-1 to legalize recreational marijuana	0.50
10/5/2018	GLD	ROW: Receipt/review correspondence from PROTEC attorney regarding status of Senate Bills 637 and 894; Correspondence to P. Zelenak regarding same	0.30
	TSW	Receipt/review correspondence from Title company regarding closing figures	0.30
	TSW	Telephone conference with Finance Department regarding closing on City purchase of property	0.20
10/8/2018	TSW	Attention to issue for lot coverage Zoning Ordinance Amendment	0.10
	TSW	Telephone conference with City Manager regarding issues for Council Agenda and property purchase	0.20
	TSW	Correspondence to City Manager regarding status of code enforcement on downtown buildings	0.20
	TSW	Correspondence to and from and telephone conference with Clerk regarding document for recoding and issue for property purchase	0.10
	TSW	Review of draft amendments to DDA bylaws; Research regarding Act 197 and City's DDA ordinance regarding appointment authority	0.40

			<u>Hours</u>
10/8/2018	TSW	Telephone conference with seller regarding closing on City's purchase of property	0.30
	TSW	Preparation of Bill of Sale, revise Affidavit, Release and Indemnity Agreement for closing on City's purchase of property	0.70
	TSW	Preparation of Garage lease with seller of property	1.00
	TSW	Review of draft closing documents and tax proration for closing on City's purchase of property	0.60
	TSW	Attention to planning issue and correspondence to and from Planning Consultant regarding same	0.20
10/9/2018	TSW	Multiple correspondence to and from City regarding issues for closing on City purchase of property and attention to issues for closing	0.50
	TSW	Attend closing on City purchase of property (501 McMunn Street)	1.50
	TSW	Research regarding Ethics Ordinances and conflicts of interest	0.50
	TSW	Attention to issues relating to Council referral of conflict of interest question to Board of Ethics	1.00
	TSW	Begin review of sidewalk ordinance and responsibility for maintenance and repair	0.20
	TSW	Begin research and review of Ballot Proposal 1 to legalize marijuana	0.30
10/10/2018	TSW	Continued research regarding Ballot Proposal 1 to legalize marijuana	0.40
	TSW	Correspondence to City Manager regarding closing on City purchase of 501 McMunn Street	0.30

			<u>Hours</u>
10/10/2018	TSW	Correspondence to outside counsel regarding Bonner buildings downtown	0.30
	TSW	Correspondence to outside counsel regarding approval of Settlement agreement on MDCR complaints and Council statement	0.10
	TSW	Correspondence to City Manager regarding Council referral of Council Member conflict of interest to Board of Ethics	0.30
10/11/2018	TSW	Conference with Clerk regarding Freedom of Information Act, public notice of adoption of ordinances, and Board of Ethics	0.30
	TSW	Research regarding current law on municipal liability relating to sidewalks	0.50
	TSW	Correspondence to City Manager regarding closing on City's purchase of 501 McMunn Street and closing documents	0.30
	TSW	Correspondence to City Manager regarding Comcast bond for cable installation	0.30
	TSW	Attention to referral to Board of Ethics	0.50
	TSW	Correspondence to outside counsel regarding inspection of downtown buildings	0.20
10/12/2018	TSW	Attention to downtown parking and land use issue	0.20
	TSW	Continued preparation of and revise correspondence to City Manager regarding Comcast cable installation bond	0.20
	TSW	Telephone conference with Mayor regarding miscellaneous issues	0.20

			<u>Hours</u>
10/15/2018	TSW	Research regarding parking requirements in downtown areas	0.60
10/16/2018	TSW	Begin preparation of correspondence to City Manager regarding ethic ordinance disclosure statement requirement	0.50
	TSW	Research regarding Thomasville Council conflict of interest and referral to Board of Ethics	0.90
	TSW	Begin preparation of correspondence to City Manager regarding referral of Council conflict of interest to Board of Ethics	0.60
	TSW	Attention to and correspondence to and from City Manager regarding donation to City and Ethics Ordinance	0.30
	TSW	Research regarding ethics ordinances and policies and Ethics Commissions	1.10
	TSW	Continued research regarding Michigan Regulation and Taxation of Marihuana Act (MRTMA)	1.20
	TSW	Attention to Alexander Center parking issue	0.20
10/17/2018	TSW	Telephone conference with Police Department regarding firearms question	0.20
	TSW	Attention to Board of Ethics and referral assignment from Council	0.20
	TSW	Begin preparation of correspondence to City Manager regarding Ballot Proposal 18-1 to legalize marijuana	1.10
	TSW	Continued preparation of correspondence to City Manager regarding ethics ordinance disclosure statement	0.50
	TSW	Continued preparation of c to City Manager regarding referral of conflict of interest question to Board of Ethics	0.80

		<u>Hours</u>	
10/18/2018	TSW	Continued preparation of and revision of correspondence to City Manager regarding Council referral of conflict of interest question to Board of Ethics	1.30
	TSW	Attention to contacting Board of Ethics, advising regarding referral of conflict of interest question, and setting meeting, procedures and objectives	0.90
	TSW	Attention to Council Member conflict of interest question and review of background documents relating to 2015	2.70
			No Charge
	TSW	Telephone conference with City Manager regarding issues relating to referral of conflict of interest question to Board of Ethics	0.40
	TSW	Continued preparation of correspondence to City Manager regarding Ballot Proposal 18-1 to legalize marijuana	0.50
10/19/2018	TSW	Correspondence to and from City Manager regarding cable installation and permitting	0.30
	TSW	Attention to Thomasville conflict of interest referral and related issues; Legal research regarding conflicts of interest under charter and ordinance	0.60
	TSW	Telephone conference with City Manager regarding Thomasville conflict of interest issues and Council agenda	0.20
	TSW	Multiple correspondence to City Manager regarding annexation and sidewalks	0.60
	TSW	Correspondence to City Manager regarding Proposal 18-1 to legalize marijuana	0.30
10/20/2018	TSW	Review of background documents relating to thomasville and current conflict of interest and attention to related issues	0.70
10/21/2018	TSW	Continued legal research regarding conflict of interest	0.60
			No Charge

			<u>Hours</u>
10/21/2018	TSW	Begin preparation of correspondence to Council regarding Thomasville conflict of interest	1.30
10/22/2018	TSW	Correspondence to and from City Manager regarding information on Ballot Proposal 18-1 to legalize marijuana	0.20
	TSW	Telephone conference with and correspondence to Board of Ethics member regarding referral and status	0.40
	TSW	Continued preparation of correspondence to Council regarding conflict of interest on Thomasville and referral to Board of Ethics	0.60
	TSW	Telephone conference with and correspondence to and from City Manager regarding issues relating to referral to Board of Ethics and Thomasville conflict of interest	0.30
	TSW	Preparation of Agenda Note and materials for Thomasville conflict of interest and council referral to Board of Ethics	1.00
10/23/2018	TSW	Review of right of way bond proposal and research regarding City Code and security guarantee requirements; Correspondence to City Manager regarding right of way bond requirements	0.70
	TSW	Attention to water/wastewater issue	0.20
	TSW	Attention to and correspondence to City Manager regarding Software License Agreement question	0.20
	TSW	Correspondence to and from outside counsel regarding downtown code enforcement and status	0.10
10/24/2018	TSW	Attention to Knolls of South Lyon issue	0.20
	TSW	Attention to Board of Ethics meeting issues and research regarding procedures and policies	1.00



		<u>Hours</u>
10/25/2018	TSW Telephone conference with member of Board of Ethics regarding referral status and meeting	0.30
	TSW Attention to issues relating to Proposal 18-1 to legalize marijuana	0.40
	TSW Attend conference with R Cook regarding Knolls document	0.30
	TSW Telephone conference with outside counsel regarding downtown buildings and code enforcement	0.30
	TSW Attention to DDA issues - bylaw and appointment authority	0.30
	TSW Attention to liquor license issue	0.10
	TSW Attention to downtown enforcement questions	0.40
	TSW Continued research regarding Board of Ethics functions	0.40
10/26/2018	TSW Research for downtown redevelopment projects and attention to related issues	0.80
	TSW Correspondence to City Manager regarding status of Michigan Seamless Tube request for groundwater restriction ordinance	0.30
	TSW Attention to the Board of Ethics issues	0.10
10/29/2018	TSW Attention to issues relating to code enforcement inspection of downtown buildings	1.50
	TSW Attention to sewer backup act and related questions	0.20

			<u>Hours</u>
10/29/2018	TSW	Attention to Police Command Unit retirement change to DC plus plan	0.30
	TSW	Correspondence to and from Board of Ethics regarding meeting	0.30
10/30/2018	TSW	Legal research regarding Fire Code Board of Appeals and International Fire Code	0.80
	TSW	Telephone conference with Building Official regarding code enforcement inspections	0.30
	TSW	Continued correspondence to and from Board of Ethics regarding scheduling	0.20
	TSW	Receipt/review correspondence from status of Police Command Unit retirement change	0.10
	TSW	Correspondence to Clerk regarding Board of Elections information	0.20
10/31/2018	TSW	Continued correspondence to and from Board of Ethics regarding scheduling	0.10
	TSW	Attention to Council issue	0.70
	TSW	Attention to questions relating to Zoning Board of Appeals membership and status	0.20
	TSW	Attention to issues relating to code enforcement inspection of downtown buildings	0.20
SUBTOTAL:			<hr/> [ 58.90 ]
<u>METRO Act</u>			
10/1/2018	SMB	Multiple correspondence to/from City Officials regarding issuance of AT&T Metro Act permit Amendment, including review of Metro Act Permit file and correspondence received from AT&T	0.30

			<u>Hours</u>
10/9/2018	SMB	Receipt/review of fully executed modification/extension of AT&T's Metro Act Permit; Review for completeness and organization of file materials	0.20
SUBTOTAL:			<hr/> 0.50
<u>Michigan Seamless Tube</u>			
10/16/2018	TSW	Receipt/review correspondence from R. Welsh at ASTI regarding memo of issue for meeting with Michigan Seamless Tub and groundwater restriction ordinance	0.60
10/17/2018	TSW	Preparation for and attend meeting with Michigan Seamless Tube representatives regarding quest for groundwater restriction ordinance	3.30
10/19/2018	TSW	Attention to Michigan Seamless Tube issues	0.30
SUBTOTAL:			<hr/> 4.20
<u>Ordinance Amendment</u>			
10/15/2018	TSW	Research regarding Ballot Proposal 18-1 to legalize marijuana an MRTMA	1.40
10/17/2018	TSW	Preparation of Agenda Note and Ordinance Amendment to prohibit marihuana establishments and correspondence to City Manager regarding same	1.80
10/22/2018	TSW	Continued preparation of ordinance amendment adopting 2015 IFC	0.80
10/24/2018	TSW	Review of IFC 2015 Appendices; Continued preparation of ordinance to adopt IFC 2015; Correspondence to Fire Chief regarding draft ordinance	1.90
10/30/2018	TSW	Correspondence to and from Fire Chief regarding Fire Code Ordinance Amendment	0.30

			<u>Hours</u>
10/30/2018	TSW	Correspondence to and from City Manager regarding Fire Code Ordinance Amendment	0.70
SUBTOTAL:			<hr/> 6.90
			]
<u>Planning Commission</u>			
10/1/2018	TSW	Attention to planning issue relating to parking ordinance	0.10
10/23/2018	TSW	Receipt/review of Planning Commission and agenda and packet; Telephone conference with Planning Consultant	0.60
10/25/2018	TSW	Research regarding parking requirements	0.70
	TSW	Attend Planning Commission meeting	1.60
SUBTOTAL:			<hr/> 3.00
			]
<u>Thomasville Site Condo</u>			
10/1/2018	TSW	Review of revised site plan layout and summary of changes to plan; Telephone conference with and correspondence to and from City Manager regarding project status; Correspondence to and from Planning Consultant regarding review and update on changes to plan	1.10
10/2/2018	TSW	Preparation of Agenda Note for Zoning Ordinance Amendment on Thomasville PD rezoning	0.80
10/3/2018	TSW	Telephone conference with Planning Consultant regarding Thomasville PD rezoning	0.40
	TSW	Continued preparation of and revision of materials on Thomasville PD rezoning for Council packet and correspondence to and from City Manager regarding same	1.80

			<u>Hours</u>
10/3/2018	TSW	Correspondence to L Cavaliere regarding Thomasville PD rezoning for Council agenda	0.10
10/4/2018	TSW	Continued correspondence to and from Planning Consultant and preparation of Agenda Note and materials for Council agenda on Thomasville PD rezoning	1.00
	TSW	Multiple correspondence to and from applicant on Thoamsville PD rezoning regarding first reading	0.20
10/5/2018	TSW	Attention to Thomasville PD rezoning issues	0.30
10/8/2018	TSW	Attention to issues relating to Thomasville PD rezoning	0.10
10/11/2018	TSW	Correspondence to and from Planning Consultant regarding Thomasville PD and next steps	0.20
10/16/2018	TSW	Correspondence to and from L. Cavaliere regarding status of Thomasville PD request	0.10
10/17/2018	TSW	Correspondence to L. Cavaliere regarding status of Thomasville PD request	0.20
10/18/2018	TSW	Telephone conference with L. Cavaliere regarding status of rezoning request	0.10
10/25/2018	TSW	Telephone conference with L. Cavarliere regarding rezoning status	0.10
10/29/2018	TSW	Correspondence to and from L. Cavaliere regarding Thomasville rezoning and planned development	0.10
SUBTOTAL:			<hr/> 6.60
			<hr/> <u>Amount</u>
For professional services rendered			119.80 \$15,875.00

Additional charges:

	<u>Qty/Price</u>	<u>Amount</u>
<u>General City Attorney Work</u>		
10/11/2018 Postage - Closing Papers to City Manager regarding 501 McMunn	2 \$1.42	\$2.84
10/25/2018 Photocopies - Correspondence to Fire Chief regarding Fire Code	48 \$0.20	\$9.60
SUBTOTAL:		[ \$12.44]
Total costs		\$12.44
Previous balance		\$10,400.00
10/25/2018 Payment - thank you. Check No. 75201		(\$10,400.00)
Balance due		\$15,887.44

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Please include your Invoice Number on your payment. Thank you.

Monthly flat fee of \$10,400.00 for first 80 hours of work. Anything over 80 hours to be billed at the hourly rate of \$150.00

# AGENDA NOTE

New Business: Item # /

**MEETING DATE:** December 10, 2018

**PERSON PLACING ITEM ON AGENDA:** City Manager

**AGENDA TOPIC:** 2019-2020 City Budget

**EXPLANATION OF TOPIC:** We are in the beginning stages of creating the 2019-2020 Budget. I asked City Council members to provide me with a list of their goals and objectives for the upcoming year. I have assembled the list for you this evening. I will forward the list to our City Staff. We will review the list with the Department heads over the next few weeks, as we begin to prepare the individual department budgets. As part of this process we will also be reviewing equipment needs of each department. We will ensure that each department budget matches the overall goals and direction of the City. Please note that this is not to be considered an all inclusive list. It was only intended to convey your goals and direction to the City staff. It does not include details or plans for the City events, other infrastructure projects, security needs, staffing levels, other plans, etc.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** City Council 2019-2020 City Budget Goals and Objectives. Tentative City Budget adoption timeline.

**POSSIBLE COURSES OF ACTION:** Please review the attached goals and objectives. Discussion can take place tonight on the process. Or if you want to add to the list.

**RECOMMENDATION:** Direct the City Manager to forward on the information and take it into consideration when preparing the 2019-20 Budget.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to forward on the information and take it into consideration when preparing the 2019-20 Budget.

# Goals and Objectives City Council

Items to consider for FY 2019-2020 Budget

## Facilities

Address/resolve the Bonner properties issues downtown (RCA Bldg & Artcraft Bldg) as well as other city properties owned by them that are unoccupied and in disrepair

Remove the abandoned house and garage from McHattie Park

Determine disposition of SLARA building

Determine disposition of recently purchased house at 501 McMunn

Address the watering requirements in the city cemetery and construct the water loop system needed to maintain the cemetery grounds and isolate areas as needed for repair

Develop plan to address the additional fresh water well that will be required for the city; where it will be located (land purchase) and how it will be funded

Assess the overall condition of the ground storage tank in McHattie Park and determine how to best address its maintenance issues

Determine if a second ground storage tank will be necessary for the city, and if so, where it will be located and how it will be funded

If a second ground storage tank will not be placed on the city parking lot to the west of the current ground storage tank, then develop a plan to address the condition of the city parking lot located there to provide additional parking for McHattie Park

Evaluate the condition of the city parking lots downtown (by Veteran's Memorial and Farmer's Market) to determine if the lots should be crack-filled (assuming they will be used for an extended period of time to come) to extend their useful life

Make sure that we have adequate funds to complete Hagadorn Street repaving project which is several years behind schedule and long overdue. This is the worst residential street in the city and we have to bear the total cost of this without matching funds . extra 50K

Build a new gazebo at the Pontiac Trail and Reynold Sweet Parkway intersection.

Raze the house in McHattie Park at Washington Street.



DPW improvements. Because the police budget eats up about 46% of the city's revenues, there has not been an effort to deal with problems over at the DPW facility. It is unfortunate that 16 employees pretty much control the budget for the rest of the employees. The police department can do without. Everyone believes that they are overstaffed. I would like to see some budget constraints placed on the police department so that the DPW facility can be renovated/updated. The DPW was budgeted for cement paving this year, but the interim city manager somehow did not get this done; however, he made sure all budgeted items for the police department were taken care of. The DPW, in my opinion, needs a new lunch room (what they have now is nothing but a closed in porch, with poor heating, etc). They need an updated locker room that is bigger and modern for them. There is no facility for the DPW workers to "clean off" fecal matter from them when they are working on a sewer problem. I believe they track it in the locker room to wash off. I think it would be better if they were provided with a wash area on the exterior of the building or a mud room concept, so that they can wash off prior to entry into the facility which includes walking through their lunch room. Novi is building a state of the art DPW facility which should be complete in about a year. Maybe their plans (which are easy to get) have some ideas for South Lyon. The DPW facility has been put on a back burner for decades and they really need some money spent on them.

Volunteer Park. I do not know if water mains have been extended into Volunteer Park. If Dixboro Road is going to be ripped up next year for the paving project, wouldn't this be a good time to bring water to the park. Also, can we get electricity to the ball fields in Volunteer Park so that we can have night games? Lights would also need to be installed, and maybe the Junior League can help with the cost.

A swing for wheelchairs in the city park

Removal of the city owned home that is condemned in the city park (I believe that there has been talks of using it for a controlled burn with the fire department).

The newly acquired property off of McMunn that touches the city park - I would like to see this turned into a warming center\bathroom facility for the park that stays open year round. The bike path that runs through the park is maintained during the winter, and it would be nice to provide bathrooms for those using the path, sledding on the hill, or ice skating on the rink that we provide. Perhaps even allow different groups to come in and sell concessions from this building.

Paving of the parking lot near the railroad tracks off Ten Mile.

Paving of the DPW yard that was not previously completed. Upgrades to the DPW building, including lunchroom, and shower facilities

Signs showing where the recycle bins for the city are located (DPW yard off Ada Street).

Resurfacing of the city parking lot at the corner of Dorothy and McMunn streets.

Replacement of the basketball hoops in this same lot.

## **Infrastructure**

Review the condition of the rails-to-trails walkway throughout the city to identify areas requiring crack filling and/or pavement repair or replacement.

Determine condition of all rails-to-trails bridges and cost to repair and/or replace

Replace the wooden Bike path connector at the intersection south of MICHIGAN seamless tube and east of the waste water treatment plant.

Review the two-level sidewalk configuration along Lake Street east of Lafayette to determine method for eliminating the trip/fall hazard that it currently creates

Identify the trees throughout the city that have raised sidewalks and created trip/fall hazards.

Develop a plan to address tree removal/replanting and sidewalk replacement. Determine funding requirements and overall approach to address the identified issues

Review current Waste/Water System reliability and determine if second line is required under railroad crossing to provide redundancy/back-up for moving sewage to the wastewater plant from the northern part of the city – Develop plan with costs to address the identified need.

Assign \$5000 for a 50-50 sidewalk replacement program.

Make permanent repairs to the more severely damaged areas of the bike path and get pricing for recapping large sections of the bike path for future budget projects.

Yerkes Drain – point of entry under the CCX railroad.

Develop a future matching fund with the WRC for drain improvement along their easement as the water flows thru Andover Park and into the cemetery and thru South Lyon Woods and to the point of crossing under S. Lafayette. This is the point of determination of the water table for the entire city.

Cost 30K – the first installment to be taken from the perpetual care fund for the cemetery since the drain goes thru the cemetery and gradually increases three times in water flow volume going west thru South Lyon Woods and Hungry Howies to the point of crossing under Lafayette St.

Estimated cost – over \$2million in 10 years if we don't start a matching fund now. The future contributions could come thru the Parks and Rec Commission in 2020 and thru 2021,2022, 2023. They have not indicated that they are on board with this idea or that they understand the concept. I have made mention of it to them several times (Chairman) know of this and still waiting to hear back.

Start of the fund – Hope to initiate in the spring of 2019. Additional comments: The fall of the grade is 9 feet in the drain as it moves on to the treatment plant and across Dixboro and into Livingston County and Green Oak Township. Over the next 5-6 years it is estimated that the water volume will triple due to the development in Lyon Township east of town.

## **Roads**

Be more aggressive funding Paser study road repair.

Dixboro paving from Ten Mile to Nine Mile.

Dorothy Street. This needs to be paved.

Establish overall plan to address street conditions in the city through a review of the PASER study and determine approach for funding (either through phased maintenance approach and/or dedicated millage)

Address the paving of Lafayette Street from 11 Mile Rd to the southern city limit just past 9 Mile Rd.

## **Other**

Garden Help. The city does not do a good job of keeping up its property. As to Paul Baker Park, in the past, I would weed, etc., and keep it looking great. After all, it is an entrance to the city from the east and it should be maintained. I have not done anything in that park for 2 years (details later) and it is completely run down. Is it possible to hire a garden person for a couple of hours a month, to maintain Paul Baker Park and the gardens over in the historical village? This is such an easy fix.

Determine staffing requirements for Water/Waste Water and DPW department heads and move forward to address the staffing needs

Revamp/redo the City's website. Incorporate functionality for completing and submitting applications online; providing receipts for submitted items. Add search capability to the website for meeting minutes, agendas, etc. from city council and other boards and commissions to locate specific topics/terms within the documents.

## MEMO



**Date:** December 5, 2018  
**To:** City Council  
**From:** Paul C. Zelenak, Manager  
**Re:** 2019-2020 Tentative City Budget Schedule

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City Council Submit Budget Goals and Recommendations	December 6 <sup>th</sup>
Meet with Department Directors on Budget Goals	December 10 <sup>th</sup> – 21 <sup>st</sup>
Preliminary Department Budgets Submitted no later than	February 15 <sup>th</sup>
Preliminary Budget Compiled by Staff	March 1 <sup>st</sup>
Review Preliminary Budget with Departments	Week of March 4 <sup>th</sup> – 8 <sup>th</sup>
Preliminary Budget Submitted to City Council	Week of March 11 <sup>th</sup> – 15 <sup>th</sup>
1 <sup>st</sup> Budget Workshop with City Council	Week of March 18 <sup>th</sup> – 22 <sup>nd</sup>
Make Adjustments to 2019-2020 Budget	March 25 – April 5 <sup>th</sup>
Corrected Budget Submitted to City Council	Week of April 8 <sup>th</sup> – 12 <sup>th</sup>
2 <sup>nd</sup> Budget Workshop with City Council	Week of April 15 <sup>th</sup> – 19 <sup>th</sup>
Make final adjustments to 2019-2020 Budget	Week of April 22 <sup>nd</sup> – 26 <sup>th</sup>
City Council Approves 2019-2020 City Budget no later than	May 27 <sup>th</sup>

# **AGENDA NOTE**

New Business: Item # 2

**MEETING DATE:** December 10, 2018

**PERSON PLACING ITEM ON AGENDA:** City Manager

**AGENDA TOPIC:** Consider cancelling the December 26<sup>th</sup> City Council Meeting

**EXPLANATION OF TOPIC:** Our second City Council Meeting in December is scheduled to be held December 26<sup>th</sup> (the day after Christmas) In the past when the meeting was held in close proximity to Christmas Day, City Council considered the possibility of canceling this meeting. Be advised that there are no pressing issues that require us to hold the second meeting in December.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** None

**POSSIBLE COURSES OF ACTION:** Cancel the second City Council Meeting scheduled for December 26<sup>th</sup> 2018. Hold the 2<sup>nd</sup> meeting in December as planned.

**RECOMMENDATION:** Cancel the City Council Meeting scheduled for December 26, 2018.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to cancel the December 26<sup>th</sup> 2018 City Council Meeting.

## MEMO



**Date:** December 6, 2018  
**To:** City Council  
**From:** Paul C. Zelenak, Manager  
**Re:** City Update

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**Bonner Properties:** Representatives of the City inspected the buildings located at 111-113 N. Lafayette (Art Craft) and 135 E. Lake (RCA) this past week. The purpose of the inspections were to identify life / safety / dangerous building conditions that may exist at those locations. I have attached the comments / recommendations made by those who inspected the properties.

**Cool Yule:** Just wanted to compliment everyone on a great job putting this event together. We had potential bad weather for the whole afternoon and evening. But the parade, events in the Village and the Tree Lighting(s) were a big hit. We are already thinking of new ideas for next year. A big thank you to the DPW and Bob Donohue and the volunteers getting up all the lights and decorations around town.

**Seamless Tube:** Bob Donohue and I have a meeting scheduled with Michigan Seamless Tube next week. I will update City Council after that meeting as to their planned improvements.

**Staffing:** I have been having meetings with members of the police department in anticipation of the hiring of the new police chief. Later this month I will be advising City Council as to my preference as to how to move forward with the hiring process.

## **Fire Department report**

Run report: November 30, 2018 – December 6, 2018

Fire: **1** (Stove fire)

Grass Fire: **0**

EMS calls: **12**

Auto Crash: **0**

Gas Leak: **0**

Wires down: **1**

Good intent: **5**

Alarms: **0**

Total calls for the week: **129**      Year to-date total: **649**

Firefighters participated in the Cool Yule parade Saturday.

Firefighter Brittany Tooman hosted the Boy Scouts Monday night for a safety talk and tour.

Tuesday Chief Vogel went to a Washtenaw County Chief's Meeting.

Tuesday night we had a guest speaker from UofM to talk about children injuries and burns.

## **Fire Inspector Report**

1 Annuals

3 re-inspections

3 hours admin

Plan review 11 mile apartments regarding new driveway

## **Economic Development & DDA Report**

- **Continued discussions with business recruits including:** Bourbon & BBQ Bar, Cooking School & Kitchen Accessories, Candy, Gourmet Foods, Gifts, Restaurants, Antique Shop, Flower Shop, and Wine Bar.
- **New Downtown Area Business Directory (2019/Second Edition):** Began distribution of the new edition to all business listed. Will complete distribution next week.
- **Holiday Gift Guide:** Distributed the last copies of the guide based upon second requests by participants for more copies. We continue to get compliments about this first time, high quality advertising piece that was direct mailed to 20,000 households in the South Lyon, Lyon Township area, and 5,000 additional copies supplied to downtown and area businesses. And, we have had several positive comments and requests by businesses who did not participate this year, but they want to be included next year.
- **Preparation for December 13 DDA Board Meeting**
- **Began Preparation for formal launch of the New Veterans Monument Fundraising:** The estimated total cost to relocate and redesign the current Veterans Monument to Depot Park, close to and facing Pontiac Trail, is \$35,000. \$10,000 of in-kind services has already been pledged (Concrete and labor). Approvals from all stakeholders, including City Council, VFW, Parks & Recreation Commission, Historical Society and Planning Commission, was received in 2017. The official, public kick-off will be in February. Date to be determined. The tentative dedication date is Veterans Day, November 11, 2019.
- **Attended Michigan Downtown Association Executive Board & Committee Meetings**
- **Adjusted and improved Holiday Lighting on DDA Streetscape Trees and Paul Baker Park**
- **Discussions with Superb Fabricating** on their current property and manufacture of DDA Streetscape items (New trash barrels and flower pots holders)
- **Set Meeting with Ted Fairley, CEO of Michigan Seamless Tube (MST),** Paul Zelenak and I for next week, Dec 11. The purpose of the meeting is to introduce Paul and to discuss MST's future expansion plans.



## **SOUTH LYON P.D. WEEKLY REPORT**

- Calls for Service 232
- Liquor Inspections 4
- School Checks 30
- Property Checks 84
- Church Checks 7
- Traffic Citations 12
- Traffic Warnings 62
- Citizen Assists 21
- Officers handled road closures and traffic control for the Cool Yule Parade and Heinanen Christmas Tree lighting. Chief Collins led the Cool Yule Parade in a marked patrol car – his 64<sup>th</sup> parade since becoming chief.

### **Code Enforcement**

12/04/18 - I received a complaint about the new sidewalk going in next to the cul-de-sac at the end of Grand Ct. The new sidewalk is part of the new phase of the Knolls Sub. It is a walking trail behind the lot at 894 Jennifer. The new sidewalk is approx. 16-18" away and 8-10" lower than the Grand Ct sidewalk. It appears to be a trip and safety hazard. I will attempt to contact Dan the Construction Supervisor at the Knolls and also Carmine from Planning about this issue.

12/05/18 - Checking my telephone messages I received six complaints of recreational vehicles (motor homes, travel trailers) parked in the front yards of the homes. Red Tag Warnings were left at 228 W Liberty, 353 Lenox and 1125 Hagadorn. Two of the complaints, the RV's had been moved, the last one was not located in the City. BS&A updated completed on the office desk top computer. I received a report that the Salvation Army at 570 N Lafayette was leaving their Sandwich Board signs out at night. I will go by and ask them to bring them inside when the business is closed.

### **Building Department Report**

#### **Permits Issued                      Inspections Completed**

Building - 8	Building - 21
Electrical - 3	Electrical - 1
Mechanical - 2	Mechanical - 1
Plumbing - 15	Plumbing - 8



## LYON FIRE DEPARTMENT

le Street, South Lyon, MI 48178  
-437-2616 Fax: 248-437-3025  
lyonfire.com

November 29, 2018

SOUTH LYON BUILDING DEPARTMENT  
C/O – SAFE BUILT  
335 SOUTH WARREN  
SOUTH LYON, MI. 48178

MR. KEN PIKE, BUILDING OFFICIAL:

BE ADVISED THAT A SPECIAL INSPECTION WAS CONDUCTED BY THE SOUTH LYON FIRE DEPARTMENT, BUREAU OF FIRE PREVENTION, OF THE BELOW LISTED BUILDINGS LOCATED AT:

135 EAST LAKE STREET  
111 NORTH LAFAYETTE STREET  
113 NORTH LAFAYETTE STREET

FOR THE PURPOSE OF DETERMINING THEIR CURRENT STATUS RELATIVE TO FIRE AND LIFE SAFETY REGULATIONS. THE RESULTS OF THE FIRE AND LIFE SAFETY EVALUATION ARE AS FOLLOWS:

### **135 EAST LAKE STREET:**

1. EXISTING PORTABLE FIRE EXTINGUISHERS NEED ANNUAL INSPECTION.
2. DEAD BOLT LOCKING HARDWARE ON INTERIOR SIDE OF REQUIRED EXIT DOORS NEED TO BE CHANGED TO "THUMB TURN" LOCKING HARDWARE.
3. HARD WIRED SMOKE DETECTION DEVICES REQUIRE TESTING AND BACK-UP BATTERIES NEED TO BE INSTALLED IN SAME.
4. UNDERSIDE OF STAIRWAYS REQUIRED AS MEANS OF EGRESS NEED TO BE PROTECTED WITH 5/8" TYPE 'X' FIRE CODE DRYWALL.
5. ALL EXTERIOR DOORS USED AS A MEANS OF EGRESS ARE REQUIRED TO BE OPERABLE WITHOUT THE USE OF A KEY OR SPECIAL KNOWLEDGE.
6. ALL FLOOR PENETRATIONS ARE REQUIRED TO BE SEALED IN AN APPROVED MANNER WITH APPROVED MATERIALS.
7. CEILING PENETRATIONS SHALL BE SEALED WITH APPROVED MATERIALS.
8. REQUIRED FIRE RATING OF CEILINGS, FLOORS AND TENENT WALLS SHALL BE MAINTAINED.
9. ILLUMINATED EXIT LIGHTS AND BATTERY EMERGENCY LIGHTS SHALL BE OPERABLE.
10. STAIRWAYS SHALL HAVE APPROVED HANDRAILS AND COMPLY WITH THE REQUIREMENTS OF THE BUILDING AND INTERNATIONAL FIRE CODES.
11. MEZZININE LEVEL ABOVE FIRST FLOOR SHALL HAVE AN APPROVED AND LISTED LOAD LIMIT.



## LYON FIRE DEPARTMENT

le Street, South Lyon, MI 48178  
-437-2616 Fax: 248-437-3025  
lyonfire.com

12. ALL EXPOSED ELECTRICAL WIRING, INCLUDING "ROMEX" WIRING SHALL BE ENCLOSED IN RIGID AND/OR FLEX CONDUIT.
13. ELECTRICAL WIRING SHALL BE ENCLOSED IN APPROVED JUNCTION BOXES IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE.
14. APPROVED FACE PLATES SHALL BE INSTALLED ON ELECTRICAL OUTLETS AND SWITCH BOXES.
15. INTERIOR STAIRWAYS SHALL HAVE APPROVED DOORS FOR THE PURPOSE OF MAINTAINING A SAFE OF REFUGE.
16. DEPENDANT UPON FINAL CLASSIFICATION OF BUILDING AS TO ITS "USE", AN AUTOMATIC FIRE SPRINKLER SYSTEM MAY BE REQUIRED IN ACCORDANCE WITH N.F.P.A. # 13.
17. EXTERIOR FIRE ESCAPE SHALL BE MAINTAINED AND PROTECTED FROM THE ELEMENTS.

### **111 NORTH LAFAYETTE STREET:**

SAME AS ITEMS 1, 2, 4-10, 12-17, AS PREVIOUSLY LISTED.

### **113 NORTH LAFAYETTE STREET:**

SAME AS ITEMS 1, 2, 4-10, 12-17, AS PREVIOUSLY LISTED AND

1. REMOVE TEMPORARY FLOOR SHEATHING COVERING ACCESS TO BASEMENT LEVEL.

PLEASE DO NOT HESITATE TO CONTACT THIS OFFICE, IF YOU HAVE ANY QUESTIONS OR REQUIRE FURTHER INFORMATION.

YOURS SINCERELY,

ALAN A. MATTHEWS  
FIRE INSPECTOR.

Cc: Fire Chief



December 3, 2018

Paul Zelenak, City Manager  
City of South Lyon  
335 S. Warren  
South Lyon, MI 48178

**Subject:** Building Review – 135 East Lake (RCA Building)

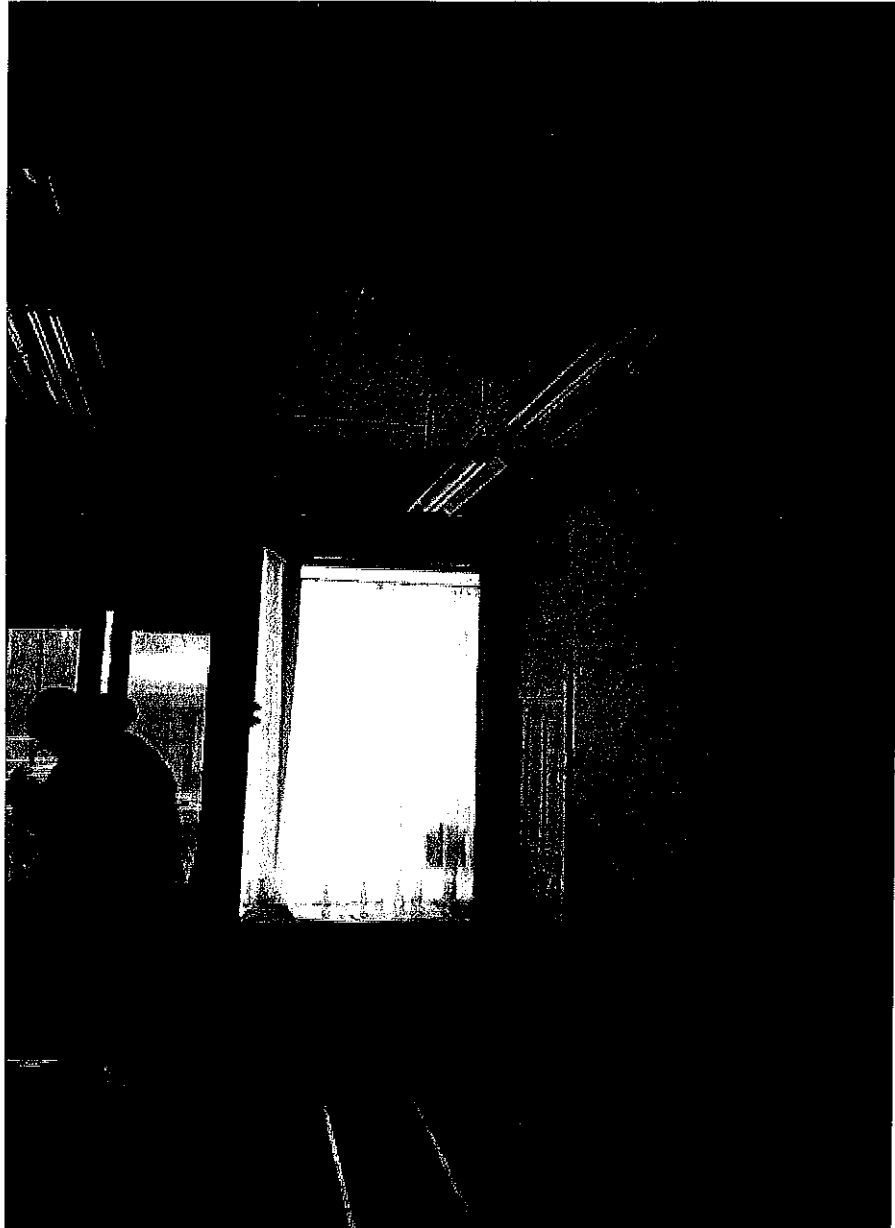
At the request of the City Manager an inspection was conducted on the property stated above. The following are the observations of the Building Department:

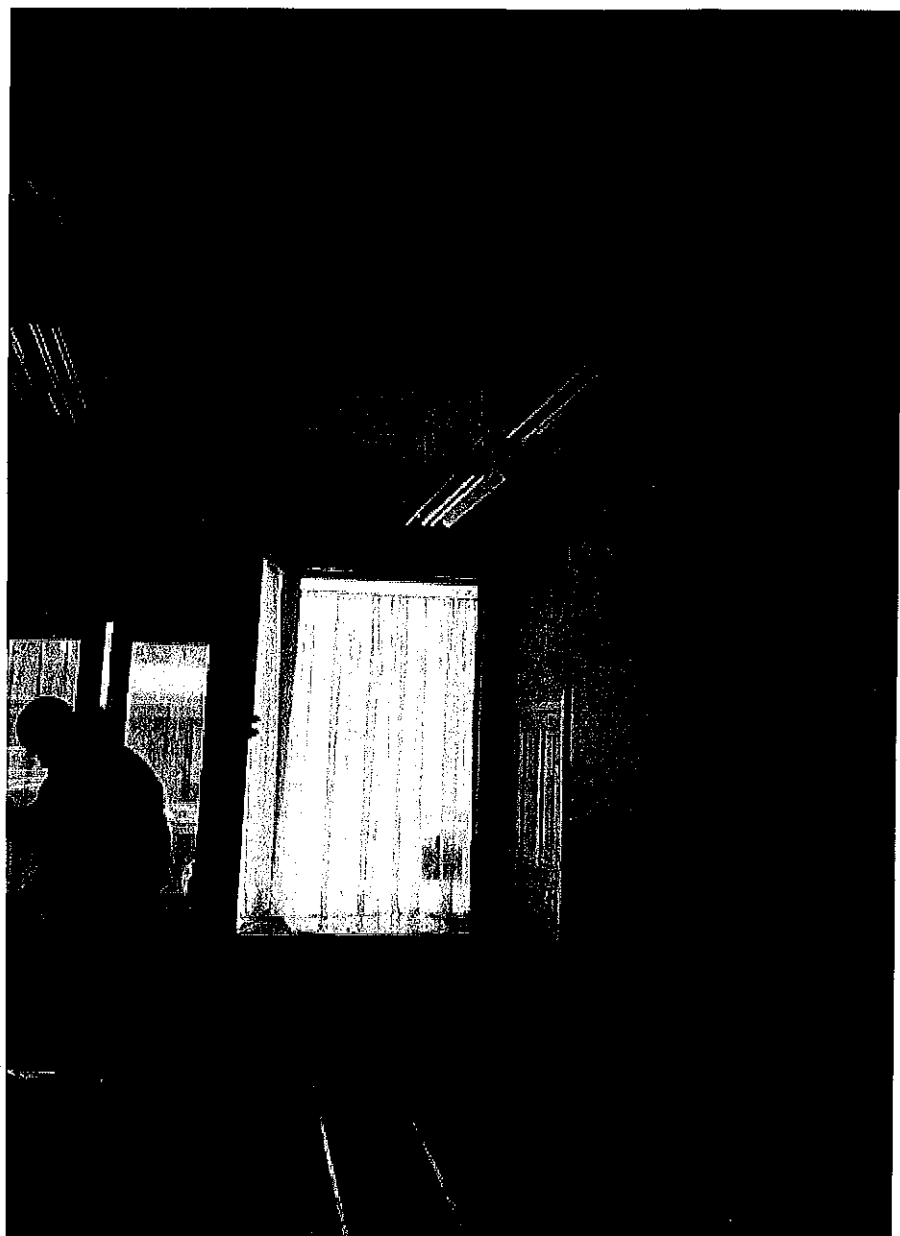
1. The structure is one in which all or part thereof has been found to be dangerous to life, the building department is fully aware that this building is currently vacant and is in need of an extensive renovation before for any human habitation will be allowed.
2. All egress into and out of shall be secured, as to keep children who might play in the structure, become a harbor for vagrants, keep criminals from committing illegal acts, from gaining access.
3. All utilities should be disconnected and secured by the appropriate utility service department, ex. DTE disconnect electricity and secure meters, Consumers Power disconnect gas and secure meter, South Lyon DPW to disconnect water and secure meter.
4. The exterior façade of this building is losing its veneer from lack of maintenance and is a public hazard to anyone walking on public sidewalks.

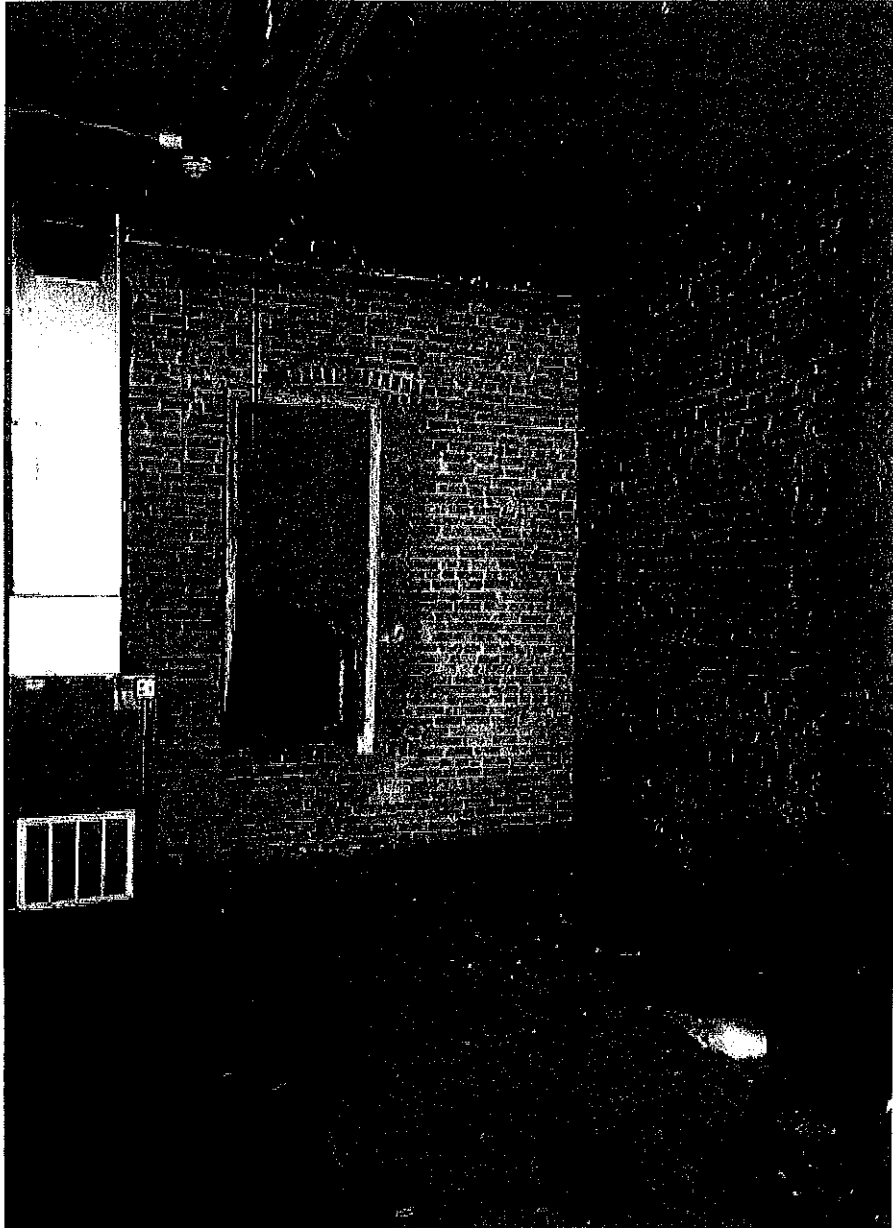
In closing, it is not the intent of this letter to ascertain whether or not the building is reparable, that shall be left up to Design Professionals (ex: Architect, Structural Engineers). It is the public safety, at this time that the building department is most concerned with.

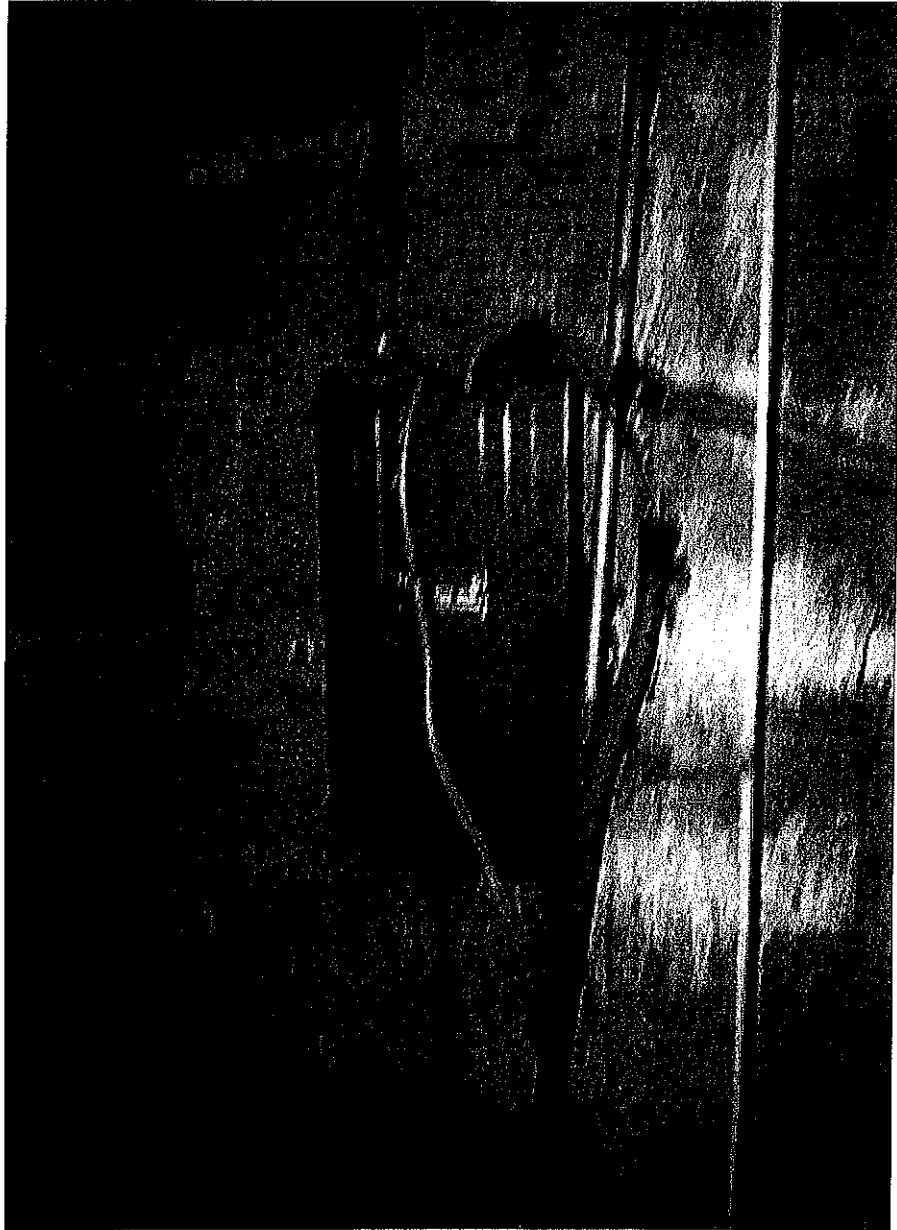
Tracy Kallek  
Deputy Building Official

City of South Lyon Building Department  
335 S Warren  
South Lyon, MI 48178  
248.459.4227 cell  
[tkallek@safebuilt.com](mailto:tkallek@safebuilt.com)

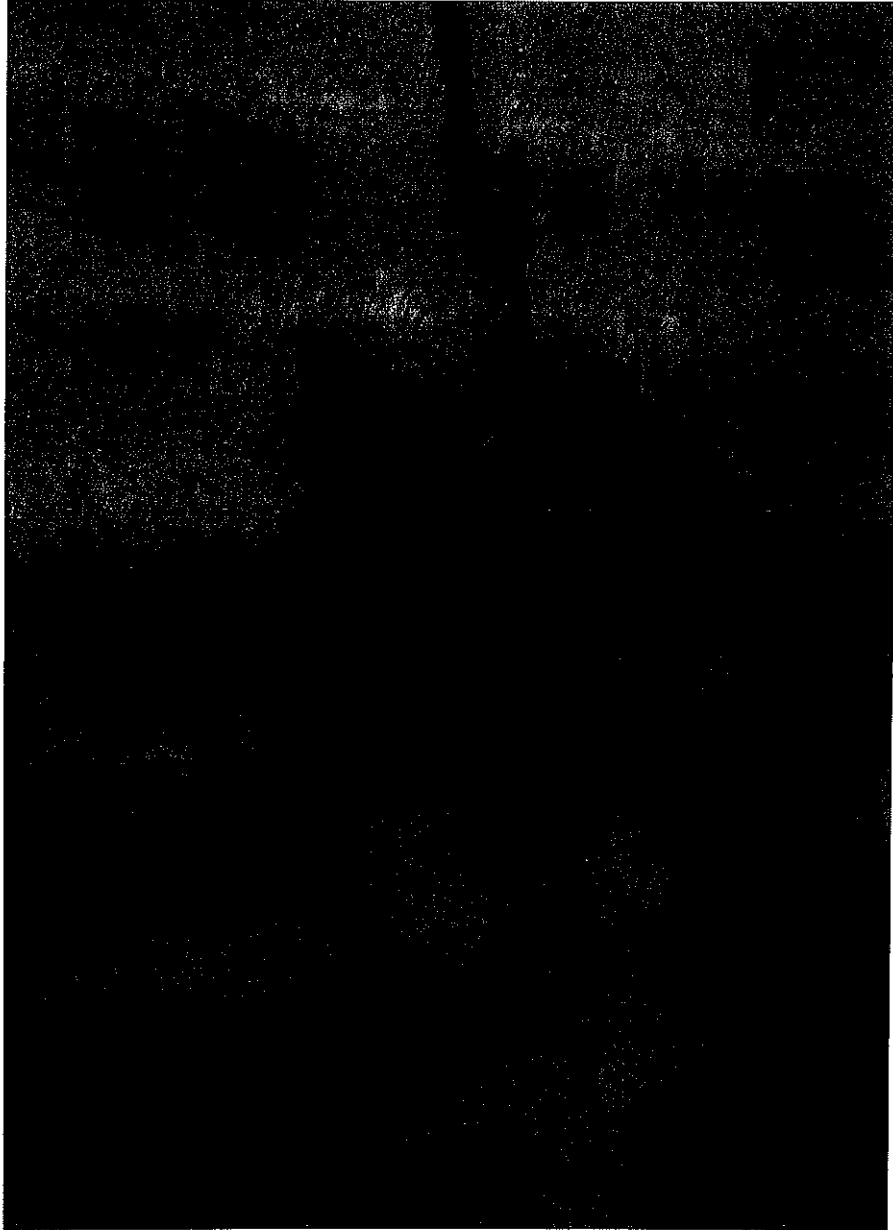




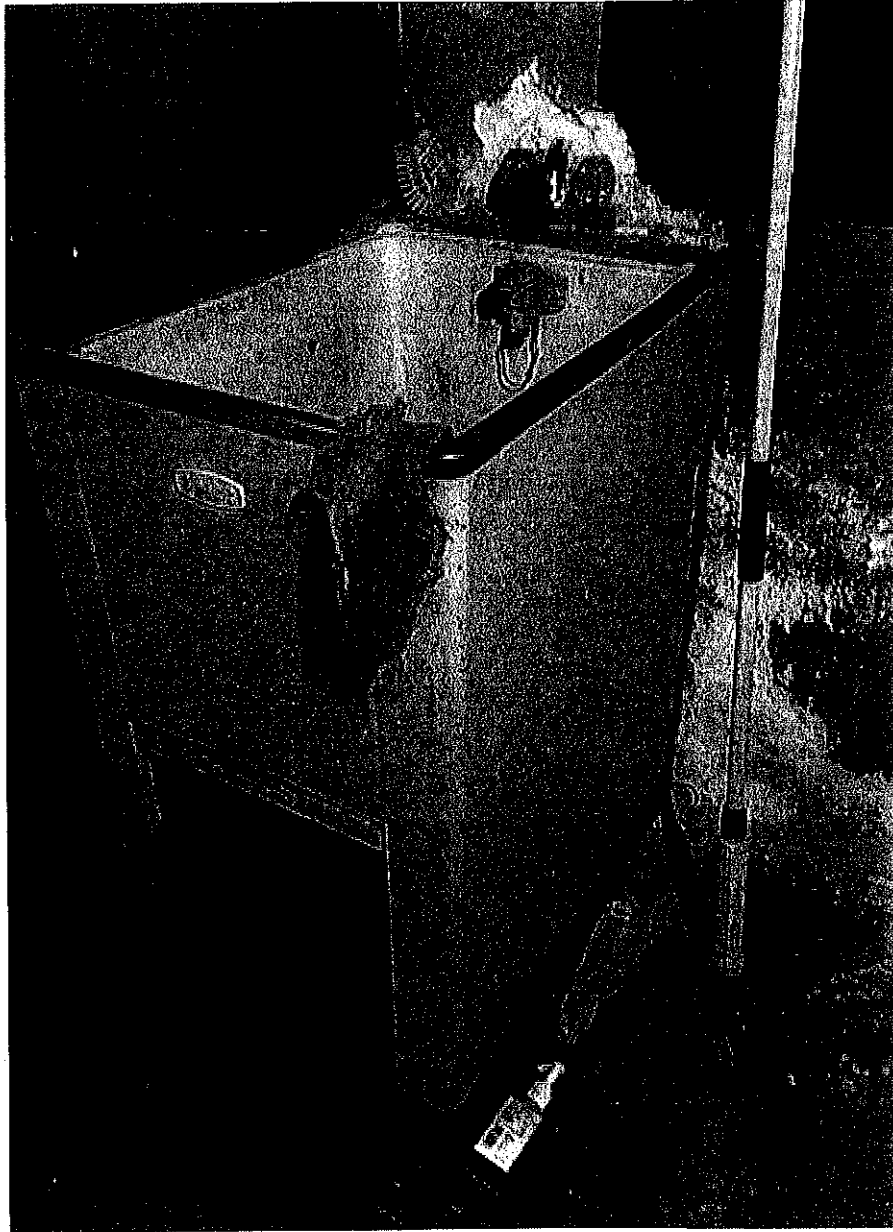


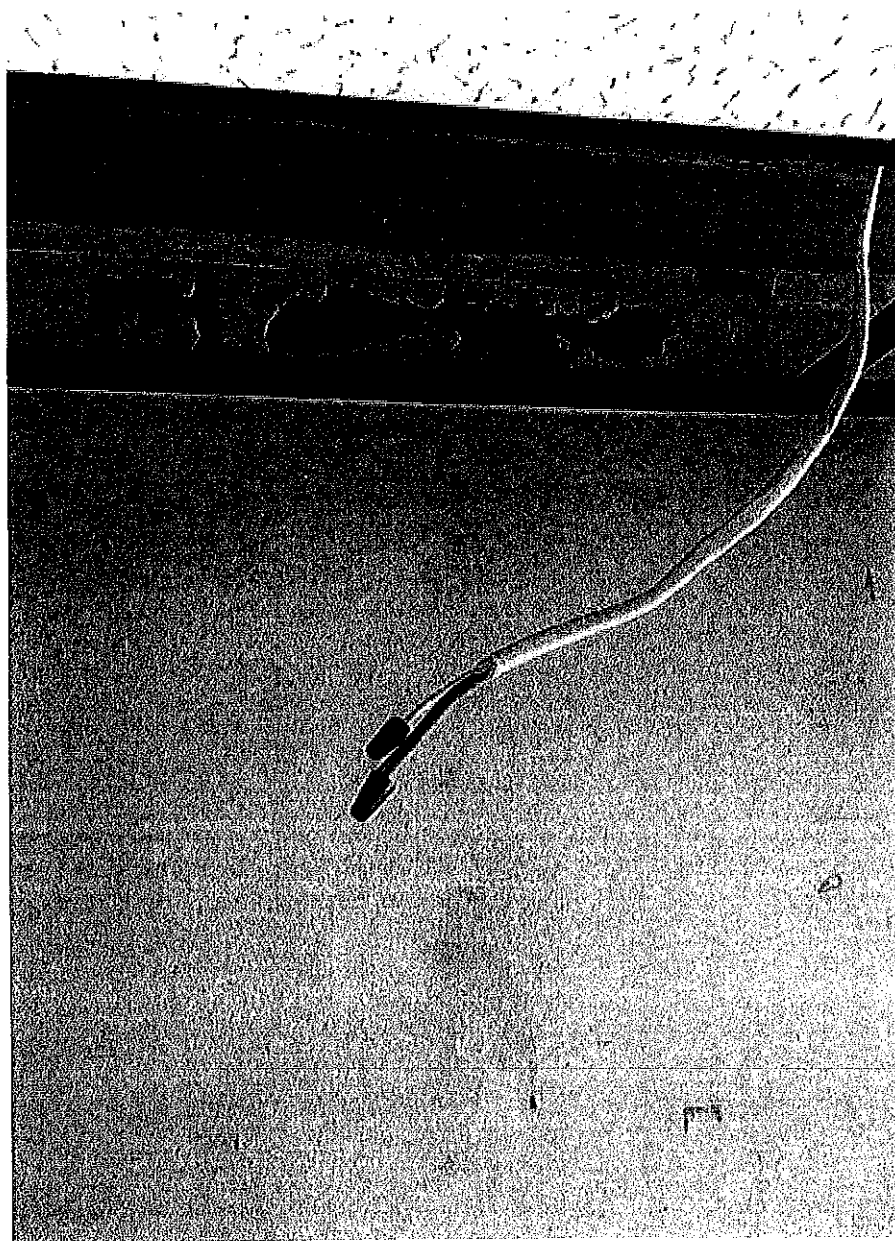




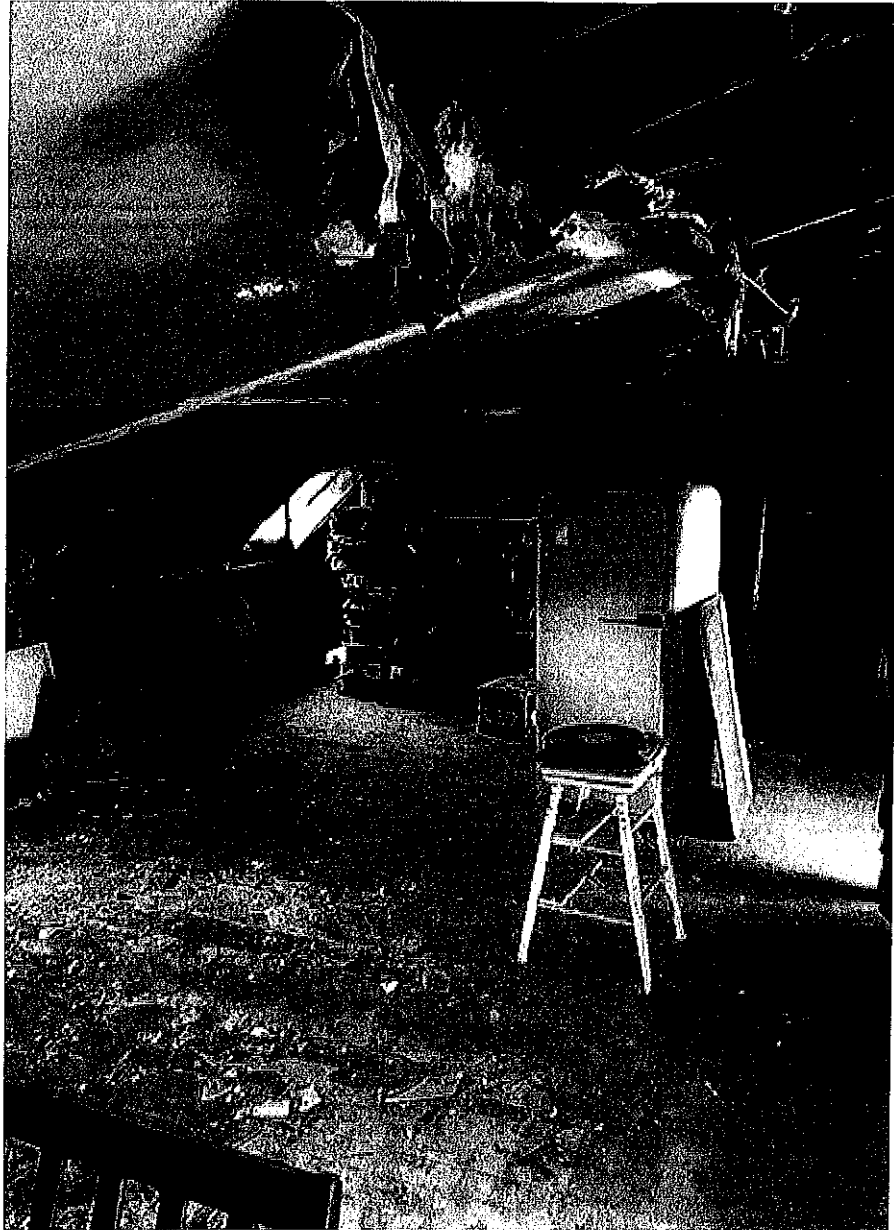


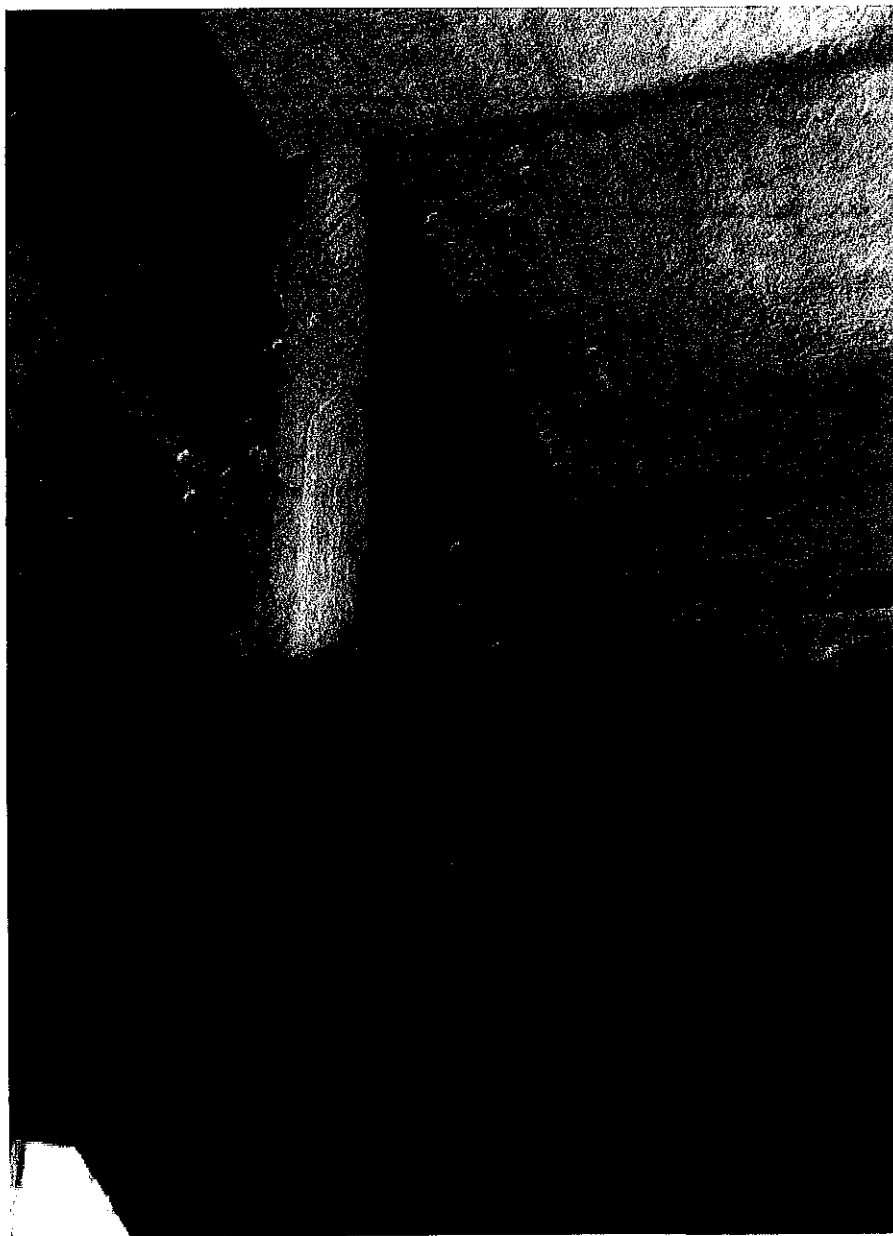


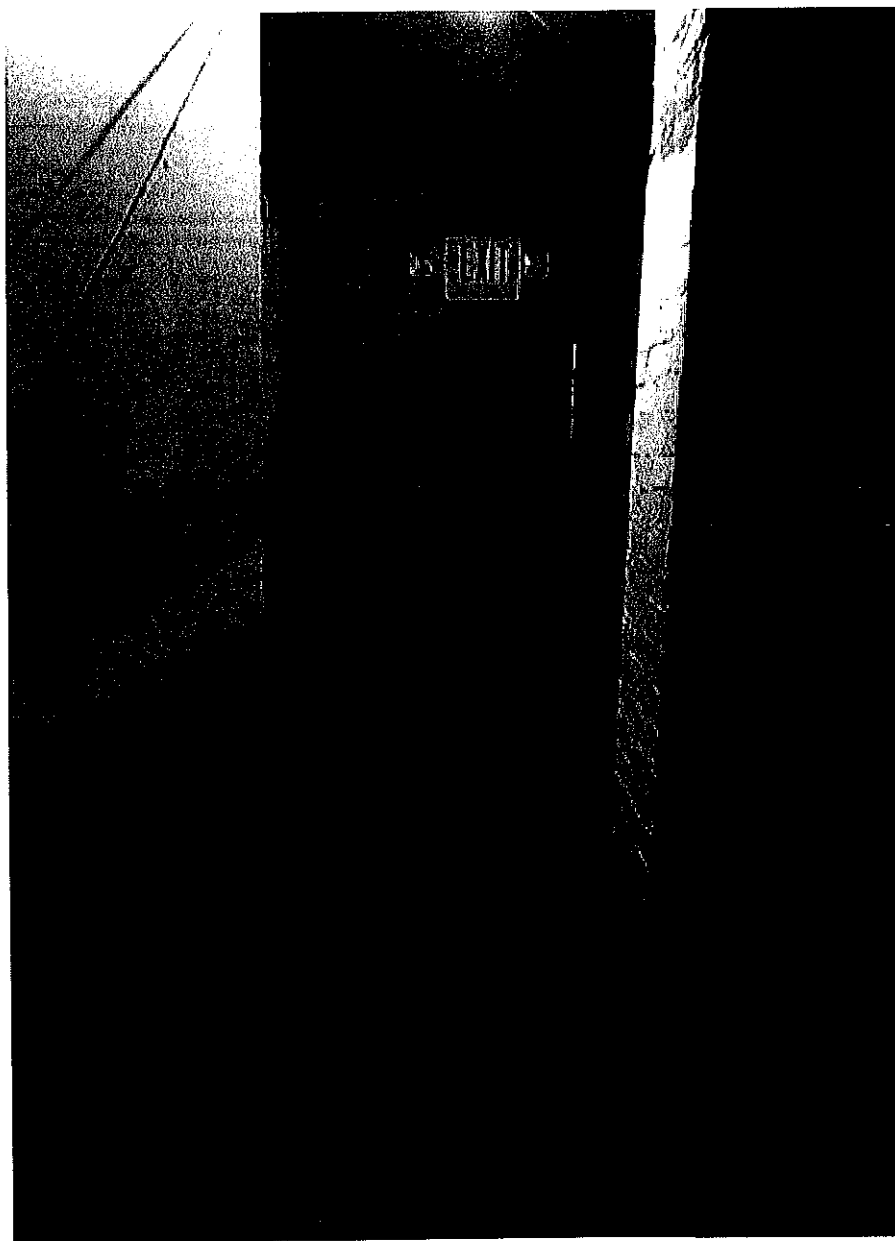




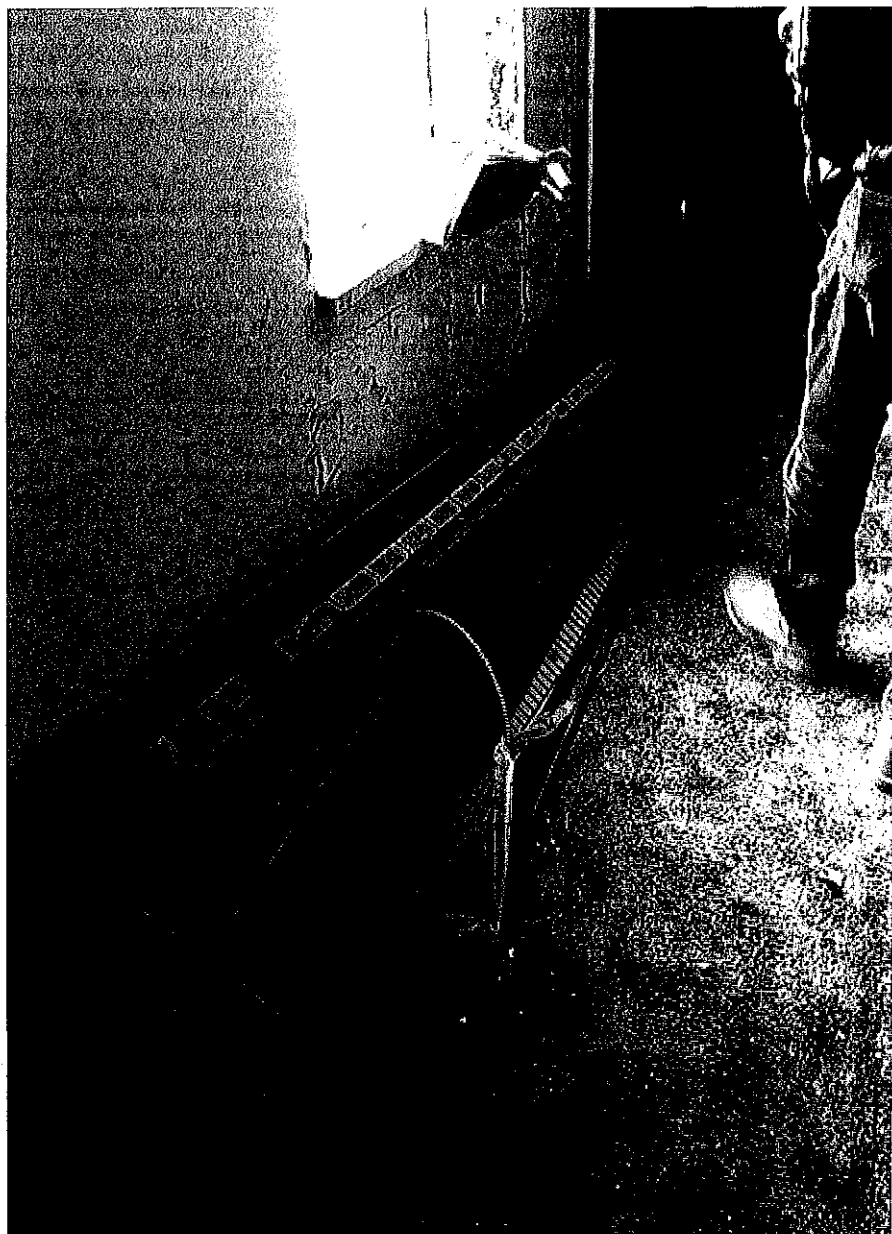






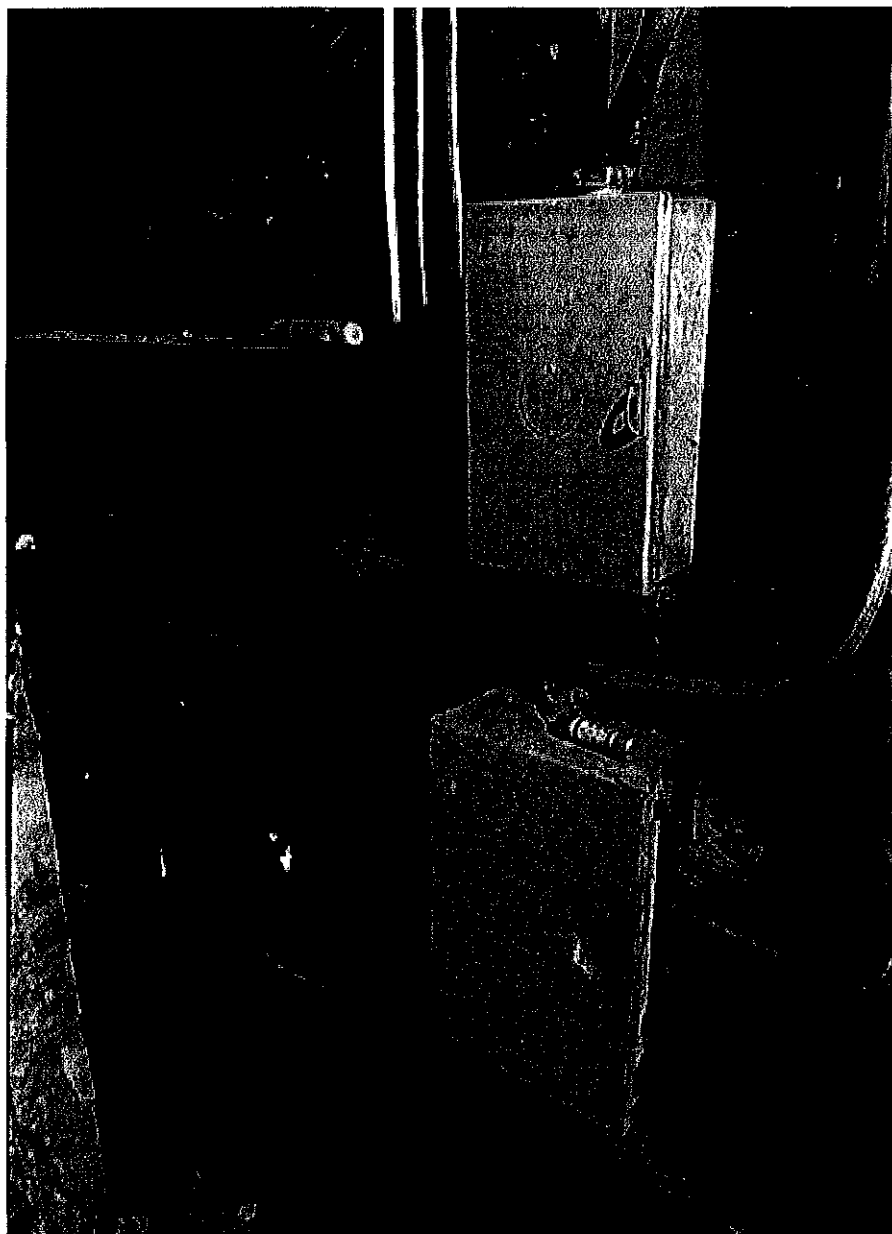




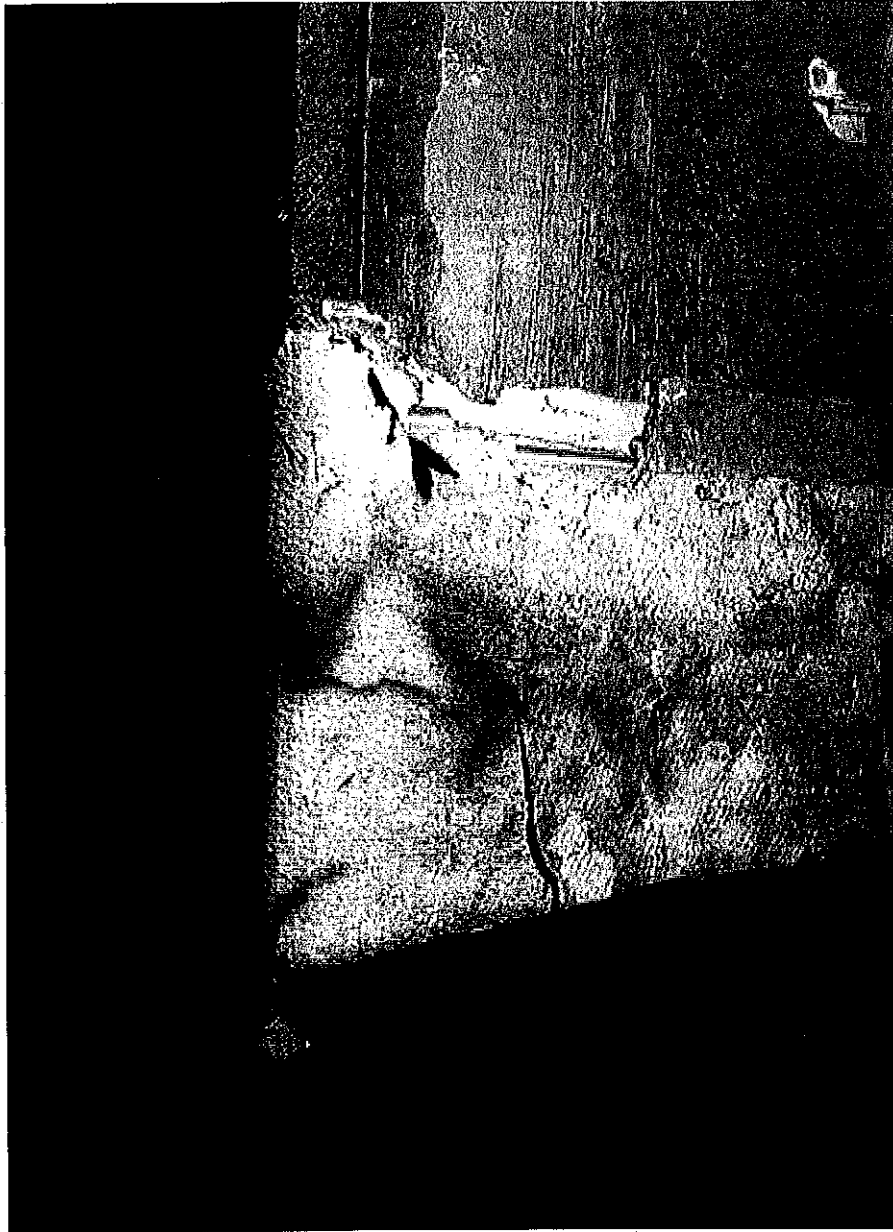








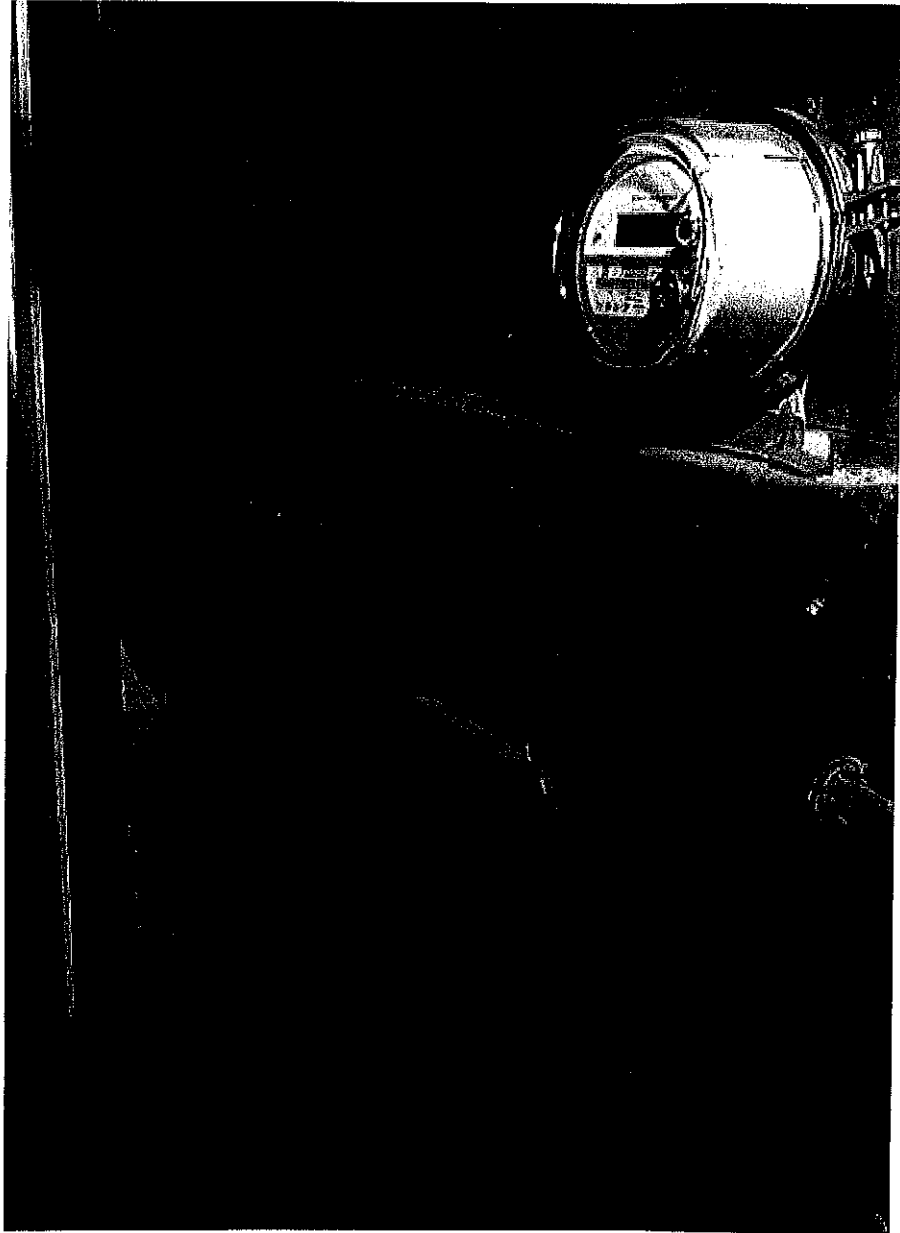


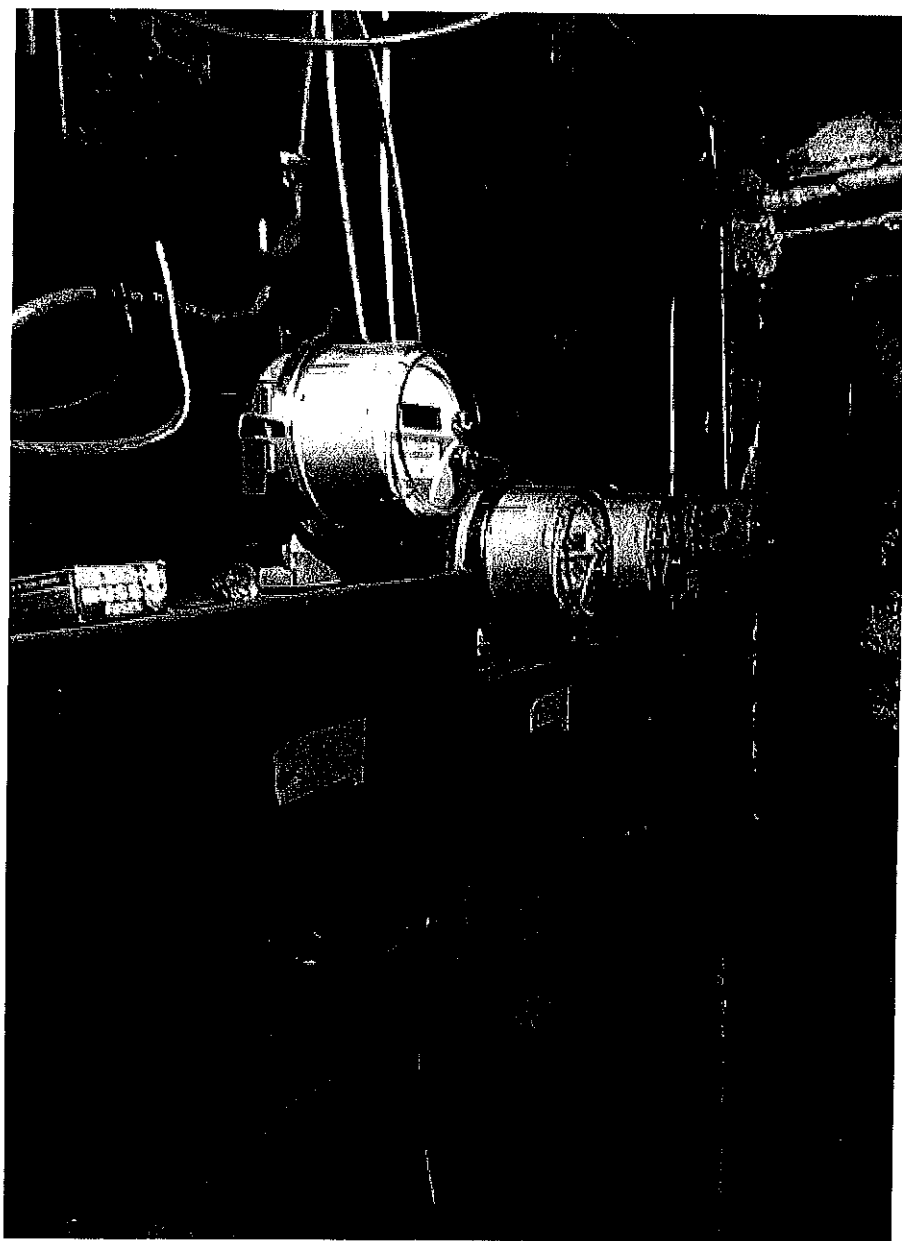














December 3, 2018

Paul Zelenak, City Manager  
City of South Lyon  
335 S. Warren

South Lyon, MI 48178

**Subject:** Building Review – 115 North Lafayette (Art Craft Building)

At the request of the City Manager an inspection was conducted on the property stated above. The following are the observations of the Building Department:

1. The structure is one in which all or part thereof has been found to be dangerous to life, the building department is fully aware that this building is currently vacant and is in need of an extensive renovation before for any human habitation will be allowed.
2. All egress into and out of shall be secured, as to keep children who might play in the structure, become a harbor for vagrants, keep criminals from committing illegal acts, from gaining access.
3. All utilities should be disconnected and secured by the appropriate utility service department, ex. DTE disconnect electricity and secure meters, Consumers Power disconnect gas and secure meter, South Lyon DPW to disconnect water and secure meter.
4. The exterior façade of this building is losing its veneer from lack of maintenance and is a public hazard to anyone walking on public sidewalks.

In closing, it is not the intent of this letter to ascertain whether or not the building is reparable, that shall be left up to Design Professionals (ex: Architect, Structural Engineers). It is the public safety, at this time that the building department is most concerned with.

Tracy Kallek  
Deputy Building Official

City of South Lyon Building Department  
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