

Regular City Council Meeting

Agenda

April 26, 2021

7:30 p.m. **Call to Order**
Pledge of Allegiance
Roll Call
Approval of City Council Minutes: April 8, 2021 and April 12, 2021
Approval of Bills: None
Approval of Agenda

Public Comment

Discussion - Downtown

Fire Chief Report
Police Chief Report

I. Unfinished Business

1. 2021-2022 Budget

II. New Business

- 1. Memorial Day Parade**
- 2. Zoning Ordinance Adoption**
- 3. Intergovernmental Agreement**

III. Budget

IV. Public Comment

V. Manager's Report

VI. Council Comments

VII. Adjournment

Please see reverse side for rules of conduct for public comment at City Council meetings

City of South Lyon Council Budget Workshop

April 8, 2021

Mayor Pelchat called the meeting to order at 7:30 p.m.

Mayor Pelchat led those present in the Pledge of Allegiance

Roll Call: Mayor Pelchat joined the meeting from South Lyon MI, Councilmembers: Dilg joined the meeting from South Lyon MI, Kennedy joined the meeting from South Lyon MI, Kivell joined the meeting from South Lyon, MI, Kurtzweil joined the meeting from South Lyon MI, Richards joined the meeting from South Lyon, MI and Walton joined the meeting from South Lyon MI

Also, present: City Manager Zelenak, Chief Sovik, Chief Vogel, Finance and Benefit Administrator Tiernan, DDA Director Mack, Superintendent Varney and Clerk/Treasurer Deaton

City Manager Zelenak stated the budget was prepared based upon Council recommendations, staff input and review of needs of the departments and the community. He then stated the numbers are reflective of expected revenues that are to be received based upon taxable values provided by Oakland County Equalization and the proposed millages. He then thanked all the department heads for their work on the budget. He further stated we are holding off on putting any projected revenues for the American Rescue Plan Act in the 2021-2022 budget until we get a final confirmation from the Federal Government. The allocation will be distributed 50% in the initial allocation, then 50% the following year.

ADMINISTRATION

Clerk/Treasurer Deaton stated there were a few things that were changed that should be pointed out. She stated we raised the professional services line item. We lowered the Election line item due to only having one local election in the current year, it will be much different than the 2020 Election year. She then stated we raised the line item for telephones due to the new Comcast and equipment being installed, and hopefully we will have much better service than we have had in the past. We lowered transportation and mileage due to the fact people aren't traveling for work as much due to Covid. We raised the contribution to solid waste for RRASOC due to the fact people are home a lot more, they are doing a lot more recycling. She then stated we have money set aside for new equipment in the cable room, because sooner or later the equipment is going to die off. Councilmember Kennedy asked about the \$50,000 difference in Safebuilt. City Manager Zelenak stated that was changed based upon the changes in the way we are handling our billing. We are now taking 10% of the revenues and still expecting an increase, so we are expecting an increase in expenditures as well. We based that upon discussions with Safebuilt and their expectations. Councilmember Kivell stated he was wondering if there is a way for us to find some kind of a reward through Safebuilt for the permits that wouldn't have been pulled if our Ordinance Officer wouldn't have found out about the projects people were beginning without permits. Councilmember Kurtzweil asked why we are paying less this year for the OPEB. Finance and Benefit Administrator Tiernan stated we are making double-payments this year, so next year we will just be making the single payment again. The trust wasn't set up by June 30th, so one payment was for last year, and this month we will be paying for this current year.

CEMETERY AND CEMETERY PERPETUAL FUND

City Manager Zelenak stated we are going to continue to layout section 11 which includes the grading and placement of new grave markers. He further stated expenditures will come out of the cemetery perpetual care fund which will also make a minor change on how we chargeback. He explained it will always be based upon the existing fund balance instead of a flat amount as done in the past. This will ensure there is always a fund balance to make improvements to the Cemetery. Revenues can't exceed

expenditures. Councilmember Kivell asked if he thinks people will be more willing to buy plots once the improvements are made. City Manager Zelenak stated we will have pamphlets with information at the Cemetery as well as online and at City Hall, which is our marketing plan for the Cemetery. Councilmember Kennedy asked why the wages went down, but the fringe benefits went up 2 ½ times. Benefit and Finance Administrator Tiernan stated wages for all the departments that are under the umbrella of the DPW, she takes a calculation that looks at a 5-year average based on current estimated wages will be. She then stated it is more like a smoothing process, we can't always just look at the previous year, because that could always be different if there was a sewer main break. She then stated using the 5-year average to smooth out any anomalies is how that is forecasted. There is a variance to where we were for the current year, but there were some areas we added some expenditures based on things we offered the part time staff. We also had other items that aren't as detailed in the Cemetery budget, because it does include some of the OPEB. Councilmember Kennedy then asked if the other departments will be the same. Finance and Benefit Administrator stated it will not be the same because we have to take into consideration the union contracts.

TRANSPORTATION

City Manager Zelenak stated the transportation line item covers the cost for the contract with People's Express for low-cost transportation for our residents.

POLICE DEPARTMENT

Chief Sovik stated the overall budget is approximately \$10,000 less than last year. The big item purchase is a whole building generator. When we lose power, the water department has to bring over a diesel generator and the last time, we had to jumpstart it, and it is loud and requires a lot of gas. He stated we have 3 bids so far. He then stated we are also under wages and salaries. He stated he and Lieutenant Baaki are being financially responsible. Chief Sovik then stated we received \$68,000 from the DEA from when we had an officer working with them in the past. He further stated we still have active cases, so we plan on continuing to get money for that, but we don't know how long it will take. He stated we still have almost \$82,000 in our drug forfeiture fund and equipment fund. We are hoping to get new cameras for the interrogation room; it is currently analog and he would like us to go digital. He then stated since we started the accreditation process, we found out we are going to need a couple more cameras for accountability, and security purpose. We are looking to do that with the DEA funds. He then stated they are hoping to purchase some sort of utility vehicle to use around the building as well as tasks outside of the Police Department. He stated when we have to deploy the speed limit monitors throughout the City, we have to use someone's personal vehicle, or if we want to bring bicycles to the barn, and he is trying to get away from that. It could also be used for professional events as well. We are working on a Capital Improvement Plan. We have been fiscally responsible and will continue to do so. Councilmember Kennedy asked if we will continue any of the old sedans if we get the new utility vehicle. Chief Sovik stated they have one of the older sedans that we plan on retiring. Councilmember Kurtzweil stated she is happy with how he is handling the budget and she's happy there was no cut in the training, that is very important. She then asked why you have to always have \$4,000 in the fund. Chief Sovik stated there are certain funds they can use, and we have to spend at least that much money from accidents and tickets. The state wants us to spend at least that much on training.

FIRE DEPARTMENT

Chief Vogel stated the mission of the Fire Department is to serve and protect the community and the life, property and environment within cost. He then stated there are 4 factors that go into the budget, training, staff, facilities and equipment. He stated we have a 30-year-old building and we are pretty lucky that we

have a Council that is supportive of getting a ladder truck. He stated we always chase grants to help with their purchases. He stated things in his budget includes items like the radios that are mandated by the County. He has a grant for the radios, but it's not a priority to FEMA. He further stated he is always writing grants for turnout gear, and other items. He has been fortunate to get some of them, but there are always things we have to purchase. He is looking at purchasing a utility truck, some future challenges are the increasing demand for services. Another challenge is maintaining a diversified workforce, and we have been trying to expand the cadet program. Another challenge is maintaining our aging fleet, as well as maintaining our ISO rating of a 3. He further stated he is confident we can maintain that rating. Councilmember Kivell stated he was looking at the numbers and if we pay half a million-up front, we will have \$53,000 annually when we will be more liquid and we would save money in interest. He doesn't see the advantage in paying the \$250,000. Chief Vogel stated he has spoken with Patricia Tiernan at City Hall to help him with looking at these numbers. Ms. Tiernan has worked with many banks and financial authorities to find what was in the best interest for the community. Finance and Benefit Administrator Tiernan stated that is a possibility and that's why she supplied that as an option, but it will limit the amount of cash if something else came up. She stated fiscally the City can make a larger down payment and in the long run, it would save money. It is up to Council to make the decision if we want to pay less for the truck in the end, or keep more money in the fund balance. Councilmember Kurtzweil asked if we get some money from the government and it can be used for the Fire truck, will they change the amortization of the loan so it will lower the payments and we need to make sure if we make an additional payment is there a penalty. Ms. Tiernan stated once Council has voted and made their decision, she will meet with the finance people and they will update the contracts, nothing will be done until Council makes their final decision and currently it shows a penalty if paid off early. She further stated that does leave us a little vulnerable not knowing what the interest rates will be. She stated the interest rate for this right now would be 2.29%. Further discussion was held regarding the different down payment options. City Manager Zelenak stated we will bring additional information back to Council for them to make the final decision. Councilmember Kennedy stated there are various means to purchase the vehicle, maybe we should talk about what the City is also allowed millages for. The City is entitled to another \$400,000 if we add a millage. According to SEMCOG, we are only about 3-5% that doesn't levy the full amount we are allowed. We could use that for the down payment, which would also save on the interest on the loan. It was the consensus of Council to look at different ways to purchase the fire truck including adding a millage.

AMBULANCE

City Manager Zelenak stated this item includes insurance for the HVA and the insurance for the fire department building. Chief Vogel stated there is a lot going on and there is talk of them doing an overhaul, and the possibility of our ambulance leaving, and he continues to have talks with them to do more cost sharing on the building. He then stated HVA doesn't have a lot of revenue and they take care of their unit and they are a good tenant but they get a good deal too. He will continue to try get tenant a fare share for them to have a nice building. Further discussion was held regarding the portion of utilities they pay to us compared to what they pay other communities.

DPW

Superintendent Varney stated there are some big-ticket items we will be doing for the DPW. We will be moving the fuel tanks, and hoping to pave a portion of the parking lot and a new retention pond. The buildings are in fairly good shape. Councilmember Kurtzweil asked about the line locator. Superintendent Varney stated they have one now, but it doesn't work properly. He stated it shows live video feed for any backups and we can use it for other things as well such as inspecting sanitary sewers.

Councilmember Kurtzweil asked about the easement machine. Superintendent Varney stated this easement machine can go up to 8 inches and beyond, it is a machine that is designed to hook up to the vacator truck and it uses the vacators water supply and we can use this to get to over a dozen places that aren't accessible with our vacator truck. He is trying to be pro-active. It will be for preventative maintenance. Councilmember Kurtzweil stated she is glad he is being pro active and this hasn't been done in a long time, she was shocked to hear there are areas in the City that we can't get to. Councilmember Kivell asked if they will be doing more preventative maintenance on the storm sewers. Mr. Varney stated as long as he is aware of it, he will make sure they get cleaned out, he isn't aware of any right now.

PARKS AND RECREATION

City Manager Zelenak stated the Parks and Recreation Commission has funds to continue development at Volunteer park, as well as improvements at McHattie Park and the Veterans Memorial. Mayor Pelchat stated he wants to make sure the flags don't get tattered at the Veterans Memorial. Councilmember Kivell stated he was under the impression the VFW was going to be taking care of the flags. Councilmember Walton stated she knows there is someone that wants to make a donation for the Memorial, but they haven't been able to reach anyone on the Veterans Memorial. City Manager Zelenak stated they need to contact City Hall. Councilmember Richards stated Russell Architectural firm has been sketching and making maps of certain areas of the parks and he hopes we can continue to keep him active with the City. City Manager Zelenak stated they will be continuing working on the master plan along with CIB Planning.

HISTORICAL

City Manager Zelenak stated they have money allocated for future improvements and adding a barn along with a foundation. The historical society is working through the process of purchasing a barn they have located. He stated there is also money for building maintenance. Councilmember Kennedy asked about the 4 HVAC units that will need to be replaced. City Manager Zelenak stated they had someone come out last year, and they felt they are all in good working condition for this budget year. Councilmember Richards stated as we go through end of the budget, there are always funds that aren't used, and he is talking about \$3,000 and maybe we can replace the road around the depot. Councilmember Kennedy stated we looked at that before, and the cost would have been \$25,000.

CABLE COMMISSION

City Manager Zelenak stated they have identified different purchases they would like to get to solicit volunteers, and the equipment is a new playback system. By purchasing that, they could change the programming at City Hall anywhere. Councilmember Kivell stated we need to move forward with this. They had interest in trying to get more information to the residents. Mayor Pelchat stated he has repeated his efforts to this more than once to the schools and hopefully it can happen.

CULTURAL ARTS COMMISSION

City Manager Zelenak stated the Cultural Arts Commission have funds identified for cultural activities for the community, such as events and services. This includes poets, writers and art shows.

VETERANS MEMORIAL

City Manager Zelenak stated they have been working on what improvements they want made. They have discussed putting in electric out there and we should provide maintenance on site, and we will have DPW installing a water line for maintenance.

MAJOR/LOCAL STREETS

Superintendent Varney stated the operating expense section covers the upgrade to the pedestrian crossing in front of the hotel, we will put something that hasn't been there before, and possibly other crosswalks around town. He stated the signage that is there gets missed, we are working with some sign people and it will be lit up. Councilmember Dilg stated she is very happy about the cross walk and it will make it safer and hopefully we can use them in other places as well. City Manager Zelenak stated any potential work we will be doing on local and major streets is not included in this. He stated he will be bringing a long-term plan for the 40 plus million-dollar road program to Council in the future.

DDA

Downtown Development Director Mack stated one of the changes from last years budget is the implementation of a downtown gift certificate program, and it will be self-funded except for the cost to print the gift certificate which is minimal. He then explained individuals will be able to purchase them from City Hall, then the participating businesses downtown will give City Hall the gift certificates, then we would write them a check. He then stated another change is the installation of murals in downtown. Grande Trunke will be putting a mural on their building and we received a \$500.00 grant from Oakland County to help with the installation of that mural. He then stated he would like to have 2 other murals downtown and he is hoping through fundraising for those murals to have them put up. He is still in discussions with the Cultural Arts and the DDA for the locations. Mr. Mack stated another change is to have electric vehicle charging stations in the downtown as well as some additional electrical capabilities in the Wells Street parking lot. Currently DTE has a rebate program available for electric vehicle charging stations. It is \$2,500 per charging port. On the charging stand there are two ports. We would have that installed in the Wells Street parking lot and while that is going in, we would also add some electrical for events and food trucks. Mr. Mack stated we have also put aside some funds for improvements at 390 S Lafayette Street. He has met with Parks and Recreation; the Cultural Arts Commission and it has been on ongoing discussion with the DDA. The DDA will continue to fundraise for its events, and we are monitoring the COVID numbers, but hoping to have some events this year. He further stated the Farmers Market will continue fundraising as well. Councilmember Walton stated they have asked in the past about a bicycle station in the downtown area where people can stop and work on their bikes. She stated there is one down by the library, but she would like to see one downtown. Councilmember Kurtzweil stated she had someone contact her about a notice they received about enlarging the DDA district. Mr. Mack stated there is no plan on enlarging the DDA District, it is a large process and it allows for different taxing entities to opt out, what they are referring to is expanding the central business district zoning classification. He stated the central business district zoning is the 4 corners, and the new zoning ordinance will extend it further north and south on Lafayette. Councilmember Kennedy stated he and the City Manager have talked about the locations of the charging stations, and the recommendation to protect them is to keep them on an outside wall, and you want to put them in the center island which may make them acceptable for damage from cars. He would like someone that installs them to give us guidance on where we should put them. He then stated we've talked about who will be paying for the electric? He stated he would like to make sure this is metered separately so we know exactly how much that benefit is costing us and how often they are being used. City Manager Zelenak stated there will be a meter installed next to them. He and Nate are meeting with the representatives of DTE for the proper location as well as for the additional electrical that will be installed for events. Mr. Mack stated we will be able to see the peak time it is being used. Councilmember Kennedy stated there are different charging stations. Mr. Mack stated the rebate station is for the level 2 charging stations, the level 3 would give you a full charge on your car in about 30 minutes. It will probably be about 30% charge. Councilmember Kivell stated the electricity that is going to be used will

be paid through the DDA budget. City Manager Zelenak stated the equipment will be purchased through the DDA, but for the first year we have it in the City's electrical. Councilmember Kivell stated there is so many different platforms, do they account for everyone's need? City Manager Zelenak stated he doesn't currently have that information, but he has been in contact with 7 potential companies that could supply them. He stated we could potentially get a rebate through DTE for all those things. Further discussion was held regarding the charging stations and who is going to pay the cost of the electricity. City Manager Zelenak stated he has discussed this with the DDA and we think it is a good partnership for the DDA and the City because the DDA is picking up the cost of the equipment. It is an added benefit to the entire City, not just the DDA.

WATER AND SEWER

City Manager Zelenak stated we will be discussing major expenditures to upgrade the equipment in the water and sewer plants and facilities which will be paid for by the water and sewer increase. He stated on the revenue sheet, it shows numbers showing the current cash on hand. Finance and Benefit Administrator Tiernan stated she wanted to point out there is a beginning net position that is an estimation of where we think we will be July 1, 2021 which will include restricted and unrestricted dollars. We are also including the expenditures and what that will look like after they have been spent. This is for informational purposes.

CDBG

City Manager Zelenak stated this reflects the dollars we receive from the CDBG through Oakland County and we use that money for the senior center and Haven.

WASTEWATER TREATMENT BOND

Finance and Benefit Administrator stated we are just showing our next payments that will be due in the 2021 budget. This is scheduled to be paid off in 2025-2026 budget year.

CAPITAL IMPROVEMENT FUND

City Manager Zelenak stated we have money allocated for a certain portion of the improvements at the DPW yard as well as some money dedicated for the pathways for the trail system based on the condition analysis that was performed on all the trails within the City. And the worst portion is just north of Volunteer Park and south of 9 Mile where there is a section that is potentially going into a retention pond as well as more work in that area. This past year we had money allocated for the Safe Routes to School program which was going to be split between the schools, the City and the Township. That program is eliminated so we are now partnering with the Township and just doing the 3 crosswalks. We will have an agreement with the township for performing and getting all the work done and hiring a contractor. That will come before City Council as well as the agreement.

LAND ACQUISITION

City Manager Zelenak stated we are on hold for the potential sale of 318 W Lake Street.

EQUIPMENT REPLACEMENT

City Manager Zelenak stated there are a couple of items under this heading. One is the payment for the street sweeper and the other is the remote easement machine.

City Manager Zelenak stated we could bring this back to Council on another date based on the discussion tonight and Council could always discuss it during the regular Council Meeting.

Mayor Pelchat thanked Ms. Tiernan and the team at City Hall and all the Department Heads, he stated we have come a long way in the last few years. He thanked everyone for their time and effort.

PUBLIC COMMENT-None

Councilmember Richards stated between now and the next budget meeting, he will be giving some input about certain line items that he thinks need attention and he will discuss that with the City Manager.

ADJOURNMENT

CM 4-1-21 MOTION TO ADJOURN

Motion by Kurtzweil, supported by Walton

Motion to adjourn at 8:00 p.m.

VOTE: MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Dan Pelchat, Mayor

Lisa Deaton, City Clerk

DRAFT

City of South Lyon
Regular City Council Meeting
April 12, 2021

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

Roll Call: Mayor Pro Tem Kivell joined the meeting from South Lyon MI, Councilmembers: Dilg joined the meeting from South Lyon MI, Kennedy joined the meeting from South Lyon MI, Kurtzweil joined the meeting from South Lyon MI, and Walton joined the meeting from South Lyon MI, Councilmember Richards joined the meeting from South Lyon

Also, present: City Manager Zelenak, Attorney Hamameh, Chief Soyik, Chief Vogel, Finance and Benefit Administrator Tiernan, DDA Director Mack, Superintendent Varney and Clerk/Treasurer Deaton

MINUTES

Councilmember Kivell stated on page 6 the words “so you better buckle up” should be added to the sentence, Councilmember Kivell stated he is fine either way, the problem will be if there is enough conflict that you can’t come to a consensus on someone being appointed, chances are there will be contention as it goes forward until the Election. He then stated on the same page, after the word looks the words at this issue should be added and in the same sentence, the word fix should be changed to exist.

CM 4-1-21 MOTION TO APPROVE MINUTES

Motion by Kennedy, supported by Kivell

Motion to approve the minutes as amended

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS

Motion by Kennedy, supported by Walton

Councilmember Richards stated the wages for the Cemetery is at 104,000. Finance and Benefit Administrator Tiernan stated that line item is actually blank, the 104,000 is under the Police Department. Councilmember Richards then asked about the 4 payments for Batco Incorporated, and asked if we are buying it or leasing. Finance and Benefit Administrator Tiernan stated it is listed 3 times because it is listed by account number, it is one total split between different accounts.

VOTE: MOTION CARRIED UNANIMOUSLY

AGENDA

CM 4-2-21 MOTION TO APPROVE THE AGENDA

Motion by Kennedy, supported by Walton

Motion to approve the agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

Councilmember Dilg requested both items to be added to New Business for discussion.

PUBLIC COMMENT

Ryan Lare stated he has some wonderful news. Last week he spent an hour and a half cleaning up Paul Baker Park and Reynold Sweet Parkway and around the Police Department. He noticed a lot of trash that needed to be cleaned up so he took his scooter out and cleaned out over 1 and ½ bags of trash and he wants to thank all the residents that stopped and thanked him for taking the time to clean up our City. He further stated he looks forward to seeing everyone at the clean-up this week. He then stated he mentioned

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to Larry that the parking lot in front of the Police and Fire Station is full of trash and masks and debris. That has been added to the list for the cleanup.

Lynda Hyaduck of Jim Runestads office stated she is here to remind everyone that their office is available for phone calls, emails and we have a website and Facebook page. She stated they have helped over a thousand people get their unemployment benefits over the course of the last year. She stated they do all kinds of assistance connecting people with agencies, and municipalities receive grants or do research. She further stated if anyone needs any assistance or have ideas, or want to give your opinion on some legislation give them a call. They talk to hundreds of people every week. She then thanked Ryan Lare for being a great model for other citizens.

DISCUSSION- Downtown

The Economic and Downtown Director Nate Mack stated the DDA board met last week and they had a discussion regarding an opportunity for recovery planning for the downtown with the National Main Street Center and he will be setting a date when the County is finished with their budget. He stated they held discussion about 222 S Lafayette street. He then stated they have a new volunteer for the promotions committee and all four of the newly formed committees have met and have been productive. One of the exciting things the design committee is working on is sprucing up the alley between 12 Kitchen Elves and Bob's Barber Shop. They will be cleaning it up and maybe putting some stain on the planters and they will try to make it look a little better to make it look more welcoming. Mr. Mack stated the promotions committee is looking to offer an internship with a high school student in journalism class to help manage their Instagram account and he is working on the application and the members are reaching out to their contacts in the schools to see if there is any interest and we think it will last about a month. He stated the Farmers Market is opening May 1st and they have gotten some guidance from the Farmers Market Association and he will ensure we are compliant with the State's regulations and we have been successful obtaining sponsorships and we look forward to a safe and successful market season. We have food trucks set up for each date. Mr. Mack stated we have received 24 responses from the survey the task force sent out, so we are getting some good responses. He stated we are all set for the flowers potentially before Memorial Day. Councilmember Dilg stated Ladies Night has become really popular and there's tons of women that come for that and she spoke with some businesses about how they will handle the protocols, but her concern is that it is very difficult without COVID to get in and around all the businesses and she thinks now with the protocols, the lines outside could be extensive. She has asked before, but is there a way we can shut down the street to make Ladies Night more open so the businesses can get their business and the restaurants could get more seating, something that we can do to open it up more so it isn't frustrating for the people getting into the businesses and the business owners trying to keep protocol. Mr. Mack stated he would reach out to Oakland County and find out. Councilmember Dilg stated she has spoken with the City Manager in the past and he had concerns about how many times we can shut the streets down and issues with liability and the Police. City Manager Zelenak stated they are still concerning, we worry about rerouting traffic during rush hour on a Friday evening coming downtown and how we get everyone around because it isn't just between Whipple Street and 10 Mile, we would have to shut down north, south, east and west and it is very difficult to have the roads shut down for 4 hours and reroute people through subdivisions. It is something we can look at. The first year we shut down E Lake between Wells and Pontiac Trail and it didn't pan out, there really wasn't a large gathering. He further stated we can have those discussions and include the Police and Fire Department. Councilmember Dilg stated the cruise in and the Motorfest was on the consent agenda that were all going to just vote for, so she wants to know why those aren't as much of a concern as Ladies Night. City Manager Zelenak stated one event is much bigger and the other is weekly and is on Lake Street by Wells Street, so it isn't shutting down Pontiac Trail. Councilmember Walton asked if when Mr. Mack was speaking about flowers, did it

include the 2 additional pots at the Veterans Memorial? Mr. Mack stated it included Paul Baker Park and downtown, but he can add those. Councilmember Kurtzweil stated the tract of land downtown where the architectural firm is and the owner has offered to allow the City to explore options with him in using that property as a DDA function such as street music, and the only thing he would ask is for the City to indemnify him on an insurance policy. Councilmember Kivell stated 110 Detroit is up for sale and asked how that will impact the timeline of what our reaction is going to be as far as trying to get something moving. He then stated it is a cash only \$169,000 for what is there and that is a bump up from original price and its concerning because it leads him to believe it will end up being a tear down. It is being marketed as you can live in a historic home downtown but when you buy what's there and the cost to refurb that would be very pricey. He then asked if we can use the shelters for Ladies Night if there is inclement weather. Mr. Mack stated we want to avoid groups of people from different households gathering in that small space so we don't want to use them for that.

FIRE CHIEF REPORT

Chief Vogel stated they have been flushing hydrants, which is good for the hydrants and good for the system so you may see some red water. He stated their extrication equipment has arrived and that is exciting, FEMA paid for it. He then stated there was another gas leak in Colonial Acres. He has invoiced Xfinity both times, the 3 hours the first time and 2 hours this time. Both times they hit lines that were marked. Councilmember Kennedy asked if the invoice was for man hours and equipment hours. Chief Vogel stated we invoiced for personnel time and equipment. Councilmember Kivell asked if they were able to see the Detroit's ladder truck. Chief Vogel stated that is in the future, and we thought there was one down in Indiana but it wasn't the one we wanted. He further stated he confirmed the demo truck will be here in May and we are the first stop from the factory. Councilmember Kurtzweil stated it is important for the contractors to realize when they disrupt gas lines, they are taking away resources from the community. She hopes they don't argue with the chargeback. Chief Vogel stated what was so frustrating was it was so close to their homes and we had to evacuate multiple buildings. He stated they were out of their homes for about 4 hours.

POLICE CHIEF REPORT

Chief Sovik stated the City Manager and Patricia did a great job on preparing our budget. He had several meetings and pre-discussion meetings, and from a law enforcement perspective, the execution really depends on how well you prepare. They did a fantastic job and the packet was really nice. It seems to get smoother every year.

POLICE AND FIRE SPECIAL RECOGNITION

Mayor Pelchat read a press release. *Please see attached* The press release explains the life saving measures which were taken by Sergeant Baker, Officer Tomanek and Officer Walton along with Firefighters Deputy Chief Weir and Lieutenant Conrad, Firefighter Hopkins, and Firefighter Shipley on March 24th.

Mayor Pelchat stated that is great and it never gets old getting notes from our community or a press release like this, it explains to our community what our first responders are capable of. Councilmember Dilg thanked everyone involved and stated on top of everything our first responders have had to deal with this year, which seems very different. She appreciates all they do and she is happy we don't have the same kind of situations you see around the country. She appreciates everyone working together and she appreciates them saving her life. Councilmember Kivell asked if the chest compression device is getting used as much as you thought. Chief Vogel stated more than he anticipated and it is a game changer, it has changed how we do CPR and the results have been great. Councilmember Kivell stated everyone seemed

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to play a strong role in getting that satisfaction. He further stated it helps to keep our guys from getting fatigued and they're still being able to get the benefit of what the equipment can do. Councilmember Kennedy stated he wants to recognize and compliment the firefighters and Police Officers for their efforts and the results of their efforts, job well done. Councilmember Walton stated we have an incredible team of Firefighters and Police personnel and they never disappoint. She thanked them for keeping this woman and everyone in our community safe. Councilmember Kurtzweil thanked everyone involved in this very heroic mission. She stated it is important to thank Council for funding and providing the financial resources to our fire and police departments to have the training and the equipment necessary to save lives and keep our community safe. The communities that are struggling is because they made different financial decisions than we have in South Lyon. Chief Vogel thanked everyone for their support and it really makes their job easier and very happy for the support of Council. Chief Sovik stated Council has provided them with the resources they need. He further stated if you're in a bigger community you're not going to have the resources in time. The matter of proximity we have and along with the resources we have has made us successful in some of these areas. We appreciate the support and resources from Council.

UNFINISHED BUSINESS- None

NEW BUSINESS

1. Emergency purchase of new lift station pump for the Colonial Acres lift station Superintendent Varney stated we recently had a failure of a pump at Colonial Acres. This is manufactured by Barnes, and it's an explosion proof pump. We pulled the pump so it could be taken to Jett Pump for tear down and analysis. We currently do not have a spare and if there is a failure which is possible, the station would require a pump to be rented at a substantial cost. There is a pump available for purchase through Jett Pump & Valve LLC. This is a budgeted item and can be purchased for \$5,401.52 including the \$225.00 charged to analyze the failed pump and the purchase will be purchased under line item 592-557-977. Councilmember Kivell asked what information will the analysis give you. Superintendent Varney stated they will check it out and we are hoping we will get that back as a rebuilt pump to keep as a spare. Councilmember Kivell asked if that pump can be used at another lift station. Superintendent Varney stated no, they are not universal. Councilmember Kurtzweil asked for an explanation for waiving the competitive bid. Mr. Varney stated the configuration of the pump, we would have to change the wiring and everything involved to make it work properly, it will only work with the Barnes pump. We would have to rewire the controls if we changed pumps.

CM 4-3-21 MOTION TO WAIVE BID PROCESS

Motion by Kurtzweil, supported by Kennedy
Motion to waive Sect 2-224 of the City of South Lyon Code of Ordinances, "approval for purchases or contracts over \$2,000; competitive bidding for purchases or bidding over \$5,000 because no advantage to the City would result.

ROLL CALL VOTE:
Walton- Yes
Kennedy- Yes
Dilg- Yes
Richards- Yes
Kivell- Yes
Kurtzweil- Yes
Pelchat- Yes

MOTION CARRIED UNANIMOUSLYCM 4-4-21 MOTION TO APPROVE PURCHASE OF PUMP

Motion by Kurtzweil, supported by Kennedy

Motion to approve the purchase of a new explosion proof Barnes submersible pump for the lift station at Colonial Acres for \$5,401.52 under line item 592-557-977

ROLL CALL VOTE:

Kurtzweil- Yes

Richards- Yes

Dilg- Yes

Kennedy- Yes

Walton- Yes

Kivell- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

2. Purchase and installation of new stairs and railing for the wet well at the clean water plant including demolition of the failing and increasingly dangerous stair well which is steel and has deteriorated

Superintendent Varney stated the stairs to access the well for the clean water plant have started to fail and are in need of replacement. This is a budgeted item that can be purchased from the Capital Improvement account, 592-557-970. He stated he has met with contractors over the last several months, but only one has responded. He stated the total for labor and materials is \$27,700. He stated the current stairs are like a plastic reinforced fiberglass and there are many advantages to using the new type of stairwell. He stated it is slip resistant, corrosive resistant and its electrically and thermally non-conductive. Councilmember Dilg stated this is concerning and how safe is it and how soon can this be done. Mr. Varney stated it is pretty safe except a couple of the rungs. He further stated we are looking at 5-7 weeks until they will be installed. Councilmember Richards asked how old the current stairs are and are they steel. Mr. Varney stated they are probably the age of the plant and they are steel.

CM 4-5-21 MOTION TO APPROVE PURCHASE OF STAIRS AND RAILING

Motion by Kivell, supported by Kennedy

Motion to approve the purchase and installation of new fibergrate wet well stairs for the clean water plant for the amount of \$27,700 under line item 592-557-970

ROLL CALL VOTE:

Richards- Yes

Kurtzweil- Yes

Kennedy- Yes

Kivell- Yes

Walton- Yes

Dilg- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

3. Lake Street Cruise-In 2021

Chief Sovik stated this was brought to us by Deb and Doug Cook which are the event organizers who are great to work with, on behalf of the Lake Street Cruise-in committee and they would like to host monthly cruising shows. In 2020 this event along with the Motorfest was cancelled due to COVID concerns. It seems we are slowly coming out of that. He further stated we have all the documentation except for the insurance information and we will have that shortly. He further stated they discussed the COVID 19 protocols and the road closures. This will take place on Lake street between Lafayette and Reese, from

6:30 p.m. to 9:30 p.m. except for the last day on September 22nd, it will be from 6:00 to 9:30. He stated they passed around the application to all the department heads to see if there were any issues or concerns, and everyone signed off on it. Councilmember Dilg stated some of the houses on Lake Street will be blocked off and there were concerns in the past from the homeowners, what can we do for them. Chief Sovik stated in the past we got signatures from the homeowners, and he will go get the signatures, there haven't been issues in the past. Councilmember Dilg stated there was a woman that was very concerned because she couldn't get to her house and she sent emails to City Council. She then asked who is responsible for policing and any emergencies and things like that, such as costs. Is that something we handle or do they pursue that. Chief Sovik stated as far as policing and monitoring the situation, we handle that. We don't have to hire any additional officers, as public relations, we will go and assist with placing the barricades and we will monitor the event. Councilmember Dilg stated she knows it is difficult because she has helped with the Farmers Market several times, but is there any way to enforce the COVID protocols. Chief Sovik stated it all depends on how far we want to take it. There are so many people that are vaccinated and they are much more protected, and as long as people are trying to keep their distance, but we will try to maintain some normalcy. Councilmember Dilg asked if there will be signs about the protocols. Chief Sovik stated we can make sure there are signs. Councilmember Kivell stated he is glad this is some sort of normalcy and will take us a long way to seeing there is an end to this at some point. He further stated in the past, we made accommodations for them to park at the end of the street at Reese so everyone could get to their homes. Chief Sovik stated they also parked on the south side of Wells Street. Councilmember Kennedy stated we have sandwich board signs that can be used and there is a checklist to go through to make sure they aren't overlooked. Councilmember Richards stated during the course of this week, he would like to meet with Chief Sovik and Lisa Hamameh in view of a number of issues. He stated he read through the Department of Health and Human services order and he is very worried about a few things. He hopes we can look this over and get assurances that certain pitfalls or danger zones will be avoided.

CM 4-6-21 MOTION TO APPROVE LAKE STREET CRUISE-IN

Motion by Kennedy, supported by Kivell

Motion to approve the Lake Street Cruise-in application and Resolve that Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permits to conduct the Lake Street Cruise-in on May 26, June 23, August 25, and September 22, 2021 and the related road closures: Lake Street between Lafayette Street and Reese Street; N. Wells Street immediately south of the north entrance to the Wells Street Parking Lot to the alley that extends from S. Wells Street to Lafayette Street from 6:30 p.m. to 9:30 p.m., (except Sept. 22 – closure at 6 p.m.), and that the City of South Lyon in the County of Oakland, Michigan will faithfully fulfill all permit requirements, and shall save harmless, indemnify, defend and represent the Board against any and all claims for bodily injury or property damage, or any other claim arising out of or related to operations authorized by such permits as issued.

ROLL CALL VOTE:

Dilg- Yes
Walton- Yes
Kivell- Yes
Kennedy- Yes
Kurtzweil- Yes
Richards- Yes
Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

4. Motorfest 2021

4/13/2021

Chief Sovik stated this event is scheduled for July 31st and Lafayette Street between Whipple and Liberty will be closed, Lake Street between Washington Street and Reese Street, and N. Wells Street immediately south of the north entrance to the Wells Street parking lot. He stated there will be COVID 19 protocols in place similar to the Lake Street Cruise-in. He also passed along the application to the Fire Department, DPW and City Hall as well, and no one had any issues. Councilmember Kivell asked if there is going to be a bandstand set up. Chief Sovik stated there will be a bandstand as well as food trucks.

CM 4-8-21 MOTION TO APPROVE MOTORFEST 2021 AND ROAD CLOSURES

Motion by Kivell, supported by Walton

Motion to approve the Motorfest application and Resolve that Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permits to conduct Motorfest on July 31, 2021 and the related road closures: Lafayette Street between Whipple St. and Liberty St., Lake Street between Washington Street and Reese Street; N. Wells Street immediately south of the north entrance to the Wells Street Parking Lot to the alley that extends from S. Wells Street to Lafayette Street from 6:00 a.m. to 7:00 p.m., and that the City of South Lyon in the County of Oakland, Michigan will faithfully fulfill all permit requirements, and shall save harmless, indemnify, defend and represent the Board against any and all claims for bodily injury or property damage, or any other claim arising out of or related to operations authorized by such permits as issued.

ROLL CALL VOTE:

Kivell- Yes

Walton- Yes

Kennedy- Yes

Dilg- Yes

Richards- Yes

Kurtzweil- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

BUDGET

City Manager Zelenak stated we will be making changes based upon the discussion held at the budget workshop last week and rerunning the sheets that are going to be changed and get them to Council in about 2 weeks.

PUBLIC COMMENT

Ryan Lare thanked Lynda from Jim Runstad's office regarding his clean up and he thanked her and it is a pleasure to serve our community and keep it beautiful. He then thanked Chief Sovik and Chief Vogel for their wonderful leadership and their command staff and all the firefighters that saved the lady's life. He stated this goes to the true testament that we have 100%, five-star top-notch public service in our community and he hasn't seen another community that matches ours.

MANAGER'S REPORT

City Manager Zelenak stated the Parks and Recreation Commission will be bringing their master plan that they have for McHattie Park and for the purchase of the handicap accessible equipment. He then stated we will be moving forward with our systematic means to improve our roads and looking at a couple different scenarios for funding the improvements. Councilmember Walton asked if we would consider moving the City-Wide yard sales dates due to the COVID numbers going up. She stated she knows we aren't charging for yard sale permits, but the person that asked her only has a yard sale during the city-wide weekend. City Manager Zelenak stated we have already publicized this and we have fielded hundreds of calls on this. We can't necessarily stop people from having yard sales, but that doesn't mean

Council can't constrain people from having them. Councilmember Kurtzweil stated it would be hard to tell people you can't have a yard sale, but you can go to an event downtown. She then stated she had an estate sale last year, and it was a steady stream, people social distanced and everyone wore a mask when they were on her property. People waited in their cars if there were a lot of people there. She found it to be very responsible group of individuals and you are only there for a few minutes, she doesn't see the risk, it is outside. We should move forward with the original date. Councilmember Kivell stated people have common sense, and if you don't feel people are masked enough, you don't go, and it's the same kind of thing, if you don't want to go to places that is crowded you can go somewhere more open. He then asked the City Manager is he was able to find out any information about the old library building. City Manager Zelenak stated he will try to make contact with them and keep Council updated. He then stated he knows the City Manager is the lead on this, but he feels Council is going to be approving the project so he would like to have a lot more understanding of the information that was exchanged and the price point. Councilmember Dilg asked about the people that spoke at the last meeting regarding the group home and if we have been notified by LARA. Clerk Deaton stated we have not received anything from LARA. Councilmember Kivell asked if anyone thinks we should be an obstacle. City Manager Zelenak stated the City doesn't have any control over it as long as they abide by the zoning ordinance, it is regulated through the State of Michigan. Councilmember Kivell stated his concern is we had a narrative that no one has any understanding if what was being said had any validity or not, so if anyone is coming to any kind of conclusions, he doesn't know how they are basing it on without any facts. He has a strong feeling that they don't want the distraction at the end of their drive. He doesn't want us to be a vehicle for them to decide who gets to live by them. Councilmember Kivell stated it bothers him LARA has to give notice and they haven't done so. He then stated he has been on their website a number of times, and maybe they just aren't really good at exchanging information.

COUNCIL COMMENTS

Councilmember Walton thanked the Police and Fire Department for taking care of our community and the woman they saved. She then thanked Ryan Lare for his clean up efforts. She then reminded everyone of the Creek Clean Up this coming Sunday.

Councilmember Richards stated the upcoming cleanup is this Sunday and he hopes for a good turnout, but Larry hasn't gotten confirmation yet. He then stated over the past few years, we targeted a few creeks that aren't in the Yerkes Drain area. He stated he inspected about 5 places and Waters Edge which is normally bad, was cleaned up and so was Colonial Acres. He also inspected by the bridge by Hungry Howie's is really bad.

Councilmember Kurtzweil thanked all the hard-working employees of the DPW for all the work they do to help the City look great. She then stated they have been trimming some of the trees that have needed trimming for 5 or 6 years. Some of the branches were huge. She then thanked them for getting the fountain running in Paul Baker Park. She thanked the DPW employees for their assistance with the enlarged free-standing frames they installed for the Cultural Arts Commission for poetry month. They are getting a great response. The DPW is our go to department when we need something done and they do such a good job. She then stated she received the Historical Society news letter and they did a great job talking about the American Flag and she encourages everyone to join to support our organizations. She thanked everyone at the Historical Society.

Councilmember Kennedy spoke about the Covid Vaccination Event that took place at Colonial Acres on March 23rd through the 25th. During that event, 766 friends, neighbors and relatives from our community were able to receive their vaccinations locally. It all began with a phone call he made to

Ready Nursing Solutions after reading an article about the service they provide at Abbey Park in conjunction with the Oakland County Health Division. He stated he asked if they would hold a similar event for the residents at Colonial Acres. A representative met Sue Brock and himself at the location, verified it was appropriate and said “we’ll give you three days, you run it and organize it and we will pass out the shots.” He then recognized all of the folks who made this possible. Many of the people actually volunteered for multiple assignments in order to make this a reality. He then thanked the staff of Ready Nursing Solutions for their professionalism, kindness and hard work during the event. He then recognized the volunteers who delivered the flyers announcing the event to almost 1,000 residents in Colonial Acres. This group of volunteers included Alice Schmitter, Nancy Ward, Christine McNally, Frank Severn, Peggy Booker, Gary Kibler, Stephen Kennedy, Sarah Kennedy, Julie Kennedy, Bill Charles, City Manager Paul Zelenak, DDA Director Nate Mack, Evelyn Lawrence from the Water Dept., Carol Brandon from City Hall, County Commissioner Phil Weipert and Pam Weipert, Council Member Glenn Kivell and Cindy Kivell and Mayor Dan Pelchat and Meredith Pelchat. After the folks in Colonial Acres had registered, we contacted Carrie Cavanaugh at the South Lyon Center for Active Adults in order to expand registration to other members of the community. She brought in volunteers to staff a call center and contacted folks to sign them up. He also recognized the efforts of Carrie Cavanaugh, Interim Director at the Senior Center and her volunteers: Rita Allen, Cathy Campbell, Judy Crist, Sally Kinney, Sharon Loftus, Gail MacDonald, Jo Rygiel, Joan Shiffered and Sue Tolonen for their efforts. They not only signed up the folks for the event but also recorded their information so they could be registered online later. Over at the Colonial Acres Clubhouse for Phases I-IV another group of volunteers was collecting the forms from residents that did not have access to a computer and couldn’t register online. This group of volunteers was led by Denise Marie and included Deanna Norwood, Alice Schmitter and Anna Redmon. The information that was collected at the clubhouse and the Senior Center was provided to another volunteer, Julie Kennedy, who entered the information and registered all of those individuals online. During this same period we had another group of volunteers reaching out into the neighborhoods and surrounding areas to sign up folks so that no appointment time slot was left unfilled. This group of volunteers included Council Member Lisa Dilg, Council Member Glenn Kivell, Mayor Dan Pelchat, County Commissioner Phil Weipert, as well as myself. Once the vaccination event began on March 23rd, groups of volunteers staffed the event on various shifts throughout the 3-day event. This group of volunteers included Mike Flores, Deanna Norwood, Jayne Giordano, Mike Giodano, Denise Marie, Nancy Ward, Judy Keeling, Mary Podsaid, Gary Kibler, Alice Smitter, Laura Meyers, John McGraw, Jackie Betke, Jane Severn, Karen Vassel, Bill Aldinger, Gail Newman, Jill Gardner, Connie Williams, Donna Tilley, Gloria Poirier, Katy Kay, Marge Stefanski, Barb Kibler, Anna Redmon, Cathy Stergowski Jim Reushlein, Stacey Klabak, Freya Derry, Janice Broniak, Peggy Booker, Janice Larys and Dorothy Brownlee. Councilmember Kennedy then recognized two additional volunteers. The first is George Birchmeier who managed the flow of people, in and out, of the building for three straight days as well as managed the flow of cars in and out of the parking lot during that same period. He then recognized Sue Brock. Sue volunteered to take on the huge task of taking the hundreds of phone calls and scheduling the appointments for all of those who wanted to be vaccinated. She also recruited many of the volunteers that were mentioned tonight and oversaw their efforts during that 3-day event. He then recognized those folks in our community who provided lunch for the nurses and volunteers during that three-day period: This includes Jamie Gilbert for purchasing, and Corry Bala from the South Lyon Hotel for providing and delivering lunch one day; Rae and Matt Klaus for purchasing and providing lunch on another day, and finally an Anonymous donor who purchased lunch and Mike Carano and the Corner Social for providing and delivering it as well. Again, at the end of the three days, 766 friends, neighbors and relatives from our community were able to receive their vaccinations locally. Not one time slot was wasted; and when the nurses were running ahead of schedule he contacted additional folks from the waiting list and was able to add them to the schedule as well. At the end of the three days, not one vaccination shot was

wasted. He then apologized for taking a bit more time this evening for my council comments than usual, but he felt it was important to recognize all of the individuals who made this possible, the majority of whom are residents of this city. It was an extremely successful community event and it truly makes him proud to call this community home.

Councilmember Kivell stated the whole event was fantastic, and he asked if the Senior Center will be having a similar event. Councilmember Kennedy stated they need the approval of 7 or 8 people to use that building and he doesn't believe she has that yet. Councilmember Kivell stated there are still a lot of people are still trying to get the vaccine. He stated Councilmember Kennedy did a great job with the event. He then stated he is looking forward to seeing everyone out and it is fun walking around right now with spring in the air, and the weather is turning and everything is budding up. He then stated we are seeing a lot more activity outside and COVID has definitely ruined a lot of our good times, but tomorrow is going to be terrific and everyone will get through this and making themselves whole and more.

Councilmember Dilg stated we do a lot of stuff on Council that keep the lights on and might seem boring to people but there aren't many opportunities to make a huge difference in our community, and she thanked Councilmember Kennedy for stepping up and making that happen. She stated she felt good helping with the appointments and people called and thanked her for helping them get into the event. She then stated she has been walking around town and enjoying the poetry around town. She then stated our library and her company do the same thing. When the dam failures happened last year in Midland, the Wendover High School Library was wiped out and they lost everything. Wendover is a specialized high school that accommodates teens who experience homelessness, abuse and neglect. They asked for donations and our library stepped up and donated so many books and delivered them.

Mayor Pelchat stated it is an honor to be able to serve this community and with the other Councilmembers and an honor to work with our first responders, DPW, and they are all great people and they are a great part of our community. He then encouraged everyone to get outside and try to get active and we have to keep up the fight, it is going to take a team effort to put this virus down.

ADJOURNMENT

CM 4-9-21 MOTION TO ADJOURN

Motion by Kurtzweil, supported by Walton

Motion to adjourn meeting at 9:03 p.m.

VOTE:

MOTION CARRIED UNANIMOUSLY

VOTE:

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Dan Pelchat, Mayor

Lisa Deaton, City Clerk

AGENDA NOTE

Old Business # 1

MEETING DATE: April 26, 2021

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: 2021-2022 Budget

EXPLANATION OF TOPIC: All of you previously received a copy of the 2021-2022 Budget. We have included all the updated sheets based upon changes or corrections that were made since our budget workshop. At tonight's meeting we are affording all of you the opportunity to go over changes that were done in response to comments made at the last budget workshop. At our meeting on May 24th the 2021-2022 budget will be up for adoption.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Updated Budget Sheets.

POSSIBLE COURSES OF ACTION: To make comments or changes before the budget is adopted at the May 24th City Council Meeting.

SUGGESTED MOTION: None is needed

Budget Meeting Notes / Updates

April 22, 2021

The 2021-2022 budget document has been updated based upon the comments and conversations had at our budget meeting on Thursday, April 8th. The budget sheets have been updated to reflect those changes. We also have the budget minutes on the agenda for you to approve.

There were changes made to the wages, specifically within the departments of (DPW, Water/Sewer, Parks & Recreation, Local / Major Streets, and Cemetery to account for the five-year averaging and smoothing of wages. This we hope will better reflect the use of wages within each department. There is an additional amount of \$20,000 added to equipment purchases for the replacement of a deck mower for the DPW, which was inadvertently left off the original budget document. A change to what project will be done at the Veterans Memorial. And also an increase of \$10,000 to the CIP for the City's portion of the sidewalk / crosswalk project.

At our next meeting we will have additional information on the payment schedule for purchasing the new ladder truck for the Fire Department. This will outline the effects of putting various amounts down and potential changing the amount in the payment schedule. As well as some information as to the pros and cons to raising the amount of initial down payment for the ladder truck purchase. There will also be additional information on the discussions held with the lending institution as to the payments.

We have also included the projected millage information based upon what was presented at the Budget Meeting, and the affects of levying an additional 1 Mill of taxes and the changes to the amount of revenue that the City would collect. Each 1 Mill increase equates to approximately \$417,000 in revenue to the City. As of this date there has not been any discussion as to how the additional 1 Mill would be spent. However, at a previous City Council Meeting we discussed the potential options for funding the road improvement program for the City, and one of the options was to levy an additional 1 Mill and to establish a Special Assessment District (SAD) for additional funding. (please see attached budget resolution and overall budget revenue sheet which outlines how an additional mill would affect the new budget)

As of today, we still have not received any additional information as to the status of the American Rescue Plan Act of 2021. The funding for municipalities is to be made in two tranches. Treasury is required to send out the first payment (50% of the recipient's allocation) within 60 days of enactment, and the second payment (the remaining 50%) not earlier than one year after the first distribution. Based upon those limitations, it is expected that the City of South Lyon will receive up to \$500,000 of funding in the 2020-2021 Budget Year. And up to an additional \$500,000 within the 2021-2022 Budget Year. (We conservatively budgeted \$250,000) Each of these amounts would be classified as revenues in the 101-528 Other Federal Grants Intergovernmental Revenue Account. Because we have not decided which department or where to place the expenditures, there is currently no allocation in any of the expenditure accounts.

The date our City Budget must be adopted is by the second City Council Meeting in May, which is May 24, 2021.



CITY OF SOUTH LYON

The following resolution was offered by _____, and supported by _____

Mayor

Daniel L. Pelchat

Council Members

Glenn Kivell

Margaret J. Kurtzweil

Lisa Dilg

Carl W. Richards

Rose Walton

Stephen Kennedy

City Manager

Paul Zelenak

Clerk/Treasurer

Lisa Deaton

335 S Warren

South Lyon, MI 48178

Phone: 248-437-1735

Fax: 248-486-0049

www.southlyonmi.org

WHEREAS, in May 2021 the City Manager submitted to City Council a proposed budget for the fiscal year July 1, 2021 through June 30, 2022, and

WHEREAS, the City Council has received the proposed budget contained herein and has discussed and reviewed same

NOW, THEREFORE, BE IT RESOLVED, the City Council hereby adopts the 2021-2022 fiscal budget as shown in the budget document on the Summary page, and detailed on the following pages, in the total amount of \$7,071,497

BE IT FURTHER RESOLVED, that the City Council hereby adopts the following proposed budget or estimates for the following operations as set forth below.

Fund No.

Major Street Operation	202
Local Street Operation	203
Community Development Block Grant	274
Combined Water/Sewer Operation	592
Equipment Replacement Fund	641
Capital Improvement Fund	401
Land Acquisition	509
Downtown Development Authority	280
General Debt Service	
2003 G.W. WW Treatment/Bond G.O.	307

BE IT FURTHER RESOLVED that the City Manager is authorized to advertise for bids, or authorize at the appropriate time for contractual services, commodity purchases and/ or capital expenditures throughout the fiscal year in accordance with the enclosed budget document and all applicable City ordinance policies or procedures in effect.

BE IT FURTHER RESOLVED, that pursuant to the Uniform Budgeting and Account Act, Section 19 (2), the City Manager may make transfers within a fund and activity if the amount to be transferred does not exceed 10% or \$25,000, whichever is greater, of the appropriation item for which the transfer is to be made, with prior notification to the City Council.

VOTE: Roll Call: Ayes-
Nays-

_____ Daniel L. Pelchat, Mayor

_____ Lisa Deaton, City Clerk

CITY OF SOUTH LYON



The following resolution was offered by _____, and supported by _____

RESOLVED, that the City Clerk certify to the City Assessor for spreading on the Assessment Roll of the City of South Lyon for the year 2021-2022, the following amounts, based on taxable value \$417,143,730.

1. At the rate of 11.4938 mills per \$1,000 of valuation for General Fund Operation
2. At the rate of 3.0000 mills per \$1,000 of valuation for Wastewater General Obligation Bonds for wastewater treatment (2002)
3. At the rate of 1.000 mills per \$1,000 of valuation for Capital Improvement Fund

Mayor

Daniel L. Pelchat

Council Members

Lisa Dilg

Stephen Kennedy

Glenn Kivell

Margaret J. Kurtzweil

Carl W. Richards

Rose Walton

City Manager

Paul C. Zelenak

Clerk/Treasurer

Lisa Deaton

RESOLVED FURTHER, that due to the May 2, 1984 election whereby the Library became a free standing and District Library for all purposes including the levy of 1.4369 and the overall levy for the City will be 16.9307 mills, of which 16.4938 mills will be used for City operation and debt.

RESOLVED FURTHER, that after spreading on the Assessment Roll, the amounts as required to be raised by the general ad valorem tax, the Assessor certify and deliver the same to the City Treasurer, and the City Clerk be authorized to attach her warrant thereto, directing and requiring the City Treasurer to collect the same as provided by the City Charter.

RESOLVED FURTHER, that all installments reported to the City Treasurer as delinquent on Special Assessments and other charges, together with interest due thereon, as provided in Section 7.17 of the City Charter; unpaid charges for water consumption and water tap installation, as provided in Chapter 24 of the South Lyon City Code be assessed against the properties benefited and included in the 2021 Tax Roll.

RESOLVED FURTHER, that the millage for the entire fiscal year 2021-2022 budget not to exceed 16.4938 mills.

MOTION To approve the 2021-2022 proposed budget

VOTE: Roll Call: Ayes –
Nays –

335 S Warren

South Lyon, MI 48178

Phone: 248-437-1735

Fax: 248-486-0049

www.southlyonmi.org

_____ Daniel L. Pelchat, Jr., Mayor

_____ Lisa Deaton, City Clerk

Certificate of Adoption

I hereby certify that the foregoing is a true and complete copy of the resolution adopted at the regular meeting of the South Lyon City Council held on the 24th day of May, 2021.

_____ Lisa Deaton, City Clerk

**MILLAGE & ASSESSED
VALUATION COMPARISON**

	Audited 2019-2020	Adopted 2020-2021	Amended 2020-2021	Draft 2021-2022	Proposed 2022-2023	Proposed 2023-2024
General Fund Operation	11.4938	11.4938	11.4938	11.4938	11.4938	11.4938
Debt Service - Sewer G.O.	3.0000	3.0000	3.0000	3.0000	3.0000	3.0000
Capital Improvement	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other				1.0000	1.0000	1.0000
TOTAL	15.4938	15.4938	15.4938	16.4938	16.4938	16.4938
General Fund Operation	4,360,700	4,587,526	4,587,526	4,794,567	4,890,458	4,988,267
Debt Service - Sewer G.O.	1,138,188	1,197,391	1,197,391	1,251,431	1,276,460	1,301,989
Capital Improvement	379,396	399,130	399,130	417,144	425,487	433,996
Other				417,144	425,487	433,996
TOTAL	5,878,284	6,184,048	6,184,048	6,880,285	7,017,891	7,158,249

STATE EQUALIZED VALUES/TAXABLE VALUES*

	Audited 2019-2020	Adopted 2020-2021	Amended 2020-2021	Proposed 2021-2022	Proposed 2022-2023	Proposed 2023-2024
Residential	329,442,610	348,844,580	348,844,580	365,328,540	372,635,111	380,087,813
Commercial	37,373,990	35,149,000	35,149,000	36,145,260	36,868,165	37,605,529
Industrial	7,251,490	9,274,930	9,274,930	4,442,880	4,531,738	4,622,372
Personal	5,327,790	5,861,970	5,861,970	11,227,050	11,451,591	11,680,623
Development						
IFT						
CFT						
TOTAL	379,395,880	399,130,480	399,130,480	417,143,730	425,486,605	433,996,337

Printed: 4/20/2021

101 GENERAL FUND REVENUES							
Revenue	Description	Audited 2019-2020	Adopted 2020-2021	Amended 2020-2021	Draft 2021-2022	Proposed 2022-2023	Proposed 2023-2024
	TAXES						
402.000	Current Property Tax	4,343,993	4,574,926	4,574,926	4,794,567	4,890,458	4,988,267
423.000	Mobile Home Park	1,113	1,100	1,100	1,100	1,100	1,100
444.000	Service fee in lieu of taxes	-	500	500	-	-	-
446.000	Penalties and Interest	7,657	11,000	11,000	12,000	12,300	12,546
	Total	4,352,762	4,587,526	4,587,526	4,807,667	4,903,858	5,001,913
	LICENSES & PERMITS						
451.000	Building Permits	239,375	240,000	240,000	270,000	276,750	283,669
452.000	Plumbing and Mechanical Permits	30,167	25,000	25,000	30,000	30,750	31,519
453.000	Electrical Permits	33,939	30,000	30,000	35,000	35,875	36,772
454.000	Licenses & Business Permits	3,950	3,500	3,500	2,000	2,000	2,000
	Total	307,430	298,500	298,500	337,000	345,375	353,959
	INTERGOVERNMENTAL REVENUES						
528.000	Other Federal Grants				250,000	-	-
570.000	State Shared Revenues	1,062,679	971,411	971,411	1,063,276	1,000,000	1,000,000
570.100	State Shared Rev-Comm. Stabilization	215,107	100,593	100,593	100,000	100,000	100,000
571.000	Federal Grant						
	Total	1,277,786	1,072,004	1,072,004	1,413,276	1,100,000	1,100,000
	CHARGES FOR SERVICES						
600.000	Board of Appeals	2,700			1,350	1,350	1,350
600.100	Rezoning Fees	25			-	-	-
630.000	Property Tax Admin Fees	101,272	98,000	98,000	101,500	104,038	106,638
634.000	Grave Openings & Foundations	47,710	40,000	40,000	40,000	41,000	42,025
635.000	W & S Administration	-			-	-	-
668.200	Property Rental-Cable	146,932	155,000	155,000	125,000	125,000	125,000
668.300	Lease-Antenna	39,876	42,000	42,000	38,000	38,000	38,000
668.400	Property Rentals	-					
	Total	338,515	335,000	335,000	305,850	309,388	313,013
	FINES & FORFEITURES						
661.000	Parking Violations	130	800	800	150	154	158
662.000	Local Court Fines	22,523	30,000	30,000	15,000	15,000	15,000
	Total	22,653	30,800	30,800	15,150	15,154	15,158
	MISCELLANEOUS REVENUES						
642.000	Police Miscellaneous	77,448	40,000	40,000	55,000	56,375	57,503
664.000	Interest Income	21,610	20,500	20,500	15,500	15,888	16,205
664.200	Park and Rec Interest	257					
666.000	Equalization & Contingency Interest	424			100	103	105
669.209	Contribution-Perpetual Care	50,000	50,000	50,000	49,500	47,800	45,000
675.200	Contribution - Winter Events	600	4,000	4,000	4,000	4,000	4,000
675.600	Donations to Cultural Arts Comm.	-	300	300	300	300	300
675.800	Contribution - Veterans Memorial Project	7,670	11,000	11,000	7,500	-	-
676.005	Contribution - Parks & Rec	-	-	-	-	-	-
692.000	Grant Money - Other	-	10,000	10,000	-	-	-
694.300	Payment of Sidewalk by Residential	-	5,000	5,000	6,250	6,250	6,250
698.000	Miscellaneous	85,941	70,000	70,000	75,000	76,875	78,413
698.100	Fire Miscellaneous	8,137	4,700	4,700	4,500	4,500	4,500
698.200	Prior Year's Property Tax	10,111	5,800	5,800	5,800	5,800	5,900
698.210	Wedding Proceeds	1,950	3,000	3,000	1,950	2,600	2,600
698.220	MMRMA Dividends	69,197	60,000	60,000	60,000	60,000	60,000
698.230	SMART Credits	3,971	20,000	20,000	5,000	5,000	5,000
698.600	Grant Monies - Fire Dept.	3,799	203,000	203,000	5,000	400,000	-
698.800	Grant Monies - Police Dept.	-	5,000	5,000	5,000	-	-
698.900	Grant Monies - Cultural Arts	193	4,000	4,000	-	-	-
673.000	Sale of Fixed Assets		50,000	50,000	10,000	100,000	10,000
	Total	341,309	566,300	566,300	310,400	785,388	295,670

	TOTAL FISCAL YEAR REVENUES	6,640,456	6,890,130	6,890,130	7,189,343	7,459,162	7,079,714
	BEGINNING FUND BALANCE	3,947,635	4,563,988	4,563,988	4,577,066	4,694,912	4,910,246
	COMBINED REVENUES & FUND BALANCE	10,588,091	11,454,118	11,454,118	11,766,408	12,154,073	11,989,960
	TOTAL EXPENDITURES	6,024,102	6,681,599	6,877,052	7,071,497	7,243,827	7,400,822
	ENDING FUND BALANCE	4,563,988	4,772,520	4,577,066	4,694,912	4,910,246	4,589,138
	Printed: 4/20/2021						

101-200 GENERAL FUND OPERATION							
ADMINISTRATION							
		Audited	Adopted	Amended	Draft	Proposed	Proposed
Expenditure	Description	2019-2020	2020-2021	2020-2021	2021-2022	2022-2023	2023-2024
702.000	Wages/Salaries	345,191	353,677	353,677	385,129	394,757	404,626
715-720	Fringe Benefits	155,013	162,620	162,620	165,008	169,133	173,361
725.000	OPEB Retiree Health Care Trust		12,600	30,795	17,880	17,880	17,880
727.000	Office Supplies	5,260	5,000	5,000	5,600	5,740	5,884
740.000	Operating Expense	41,002	27,000	27,000	44,900	46,023	47,173
740.100	Cash Drawer +/-	-21					
801.000	Professional Services	282,838	279,650	279,650	316,590	324,505	332,617
802.000	Contractual Services	123,948	108,125	108,125	105,539	108,177	110,882
807.000	Auditor	48,848	35,000	35,000	40,000	41,000	42,025
817.000	Planning Consultant	65,690	40,000	40,000	40,000	41,000	42,025
818.000	Elections	16,479	28,000	40,000	17,000	17,425	17,861
820.000	Computers	14,067	21,000	21,000	21,000	21,525	22,063
826.000	Legal Fees	75,716	70,000	70,000	70,000	71,750	73,544
830.000	Memberships & Dues	8,981	12,780	12,780	13,380	13,715	14,057
853.000	Telephone	12,834	8,000	8,000	12,835	13,156	13,485
861.000	Transportation & Mileage	1,410	6,000	6,000	5,600	5,740	5,884
863.000	Vehicle Maintenance	0					
880.000	Community Promotions	71,529	94,000	94,000	94,500	96,863	99,284
900.000	Printing	6,440	7,500	7,500	7,000	7,175	7,354
900.100	Publishing	3,935	10,000	10,000	6,000	6,150	6,304
910.000	Insurance & Bonds	50,424	55,000	55,000	57,000	58,425	59,886
920.000	Utilities	26,616	25,000	25,000	26,650	27,316	27,999
931.000	Building Maintenance	3,641	2,900	2,900	3,000	3,000	3,000
957.000	Education/Training	2,852	7,000	7,000	7,000	7,175	7,354
962.000	Miscellaneous Expense	125,184	1,000	1,000	1,000	1,025	1,051
969.200	Contribution-Solid Waste	16,279	18,500	30,000	43,000	44,075	45,177
969.000	Contribution-Comm. Schools--SRO	0					
969.280	Transfer Out to D.D.A.				4,000		
969.300	Contribution-Comm Schools--A/V Equip.	0	0	0	20,000	4,000	4,100
970.000	Capital Improvements				-		
971.100	Beautification	6,334	6,000	6,000	6,000	6,150	6,304
974.100	Rental Properties	172	0	0	-	-	-
977.000	Equipment Miscellaneous	372	500	500	500	513	525
	TOTAL	1,511,034	1,396,852	1,438,547	1,536,111	1,553,391	1,591,704
Printed: 4/20/2021							

101-276 GENERAL FUND OPERATION							
CEMETERY							
		Audited	Adopted	Amended	Draft	Proposed	Proposed
Expenditure	Description	2019-2020	2020-2021	2020-2021	2021-2022	2022-2023	2023-2024
702.000	Wages/Salaries	63,941	74,049	74,049	75,825	77,721	79,664
715-720	Fringe Benefits	14,218	14,550	14,550	43,810	44,905	46,028
740.000	Operating Expense	7,943	10,200	10,200	8,950	9,174	9,403
801.000	Professional Services	4,805	300	300	300	308	315
802.000	Contractual Services	1,429	1,500	1,500	1,500	1,538	1,576
853.000	Telephone	1,498	1,200	1,200	1,200	1,230	1,261
860.000	Gas & Oil	767	1,600	1,600	1,600	1,640	1,681
910.000	Insurance & Bonds	602	725	725	725	743	762
920.000	Utilities	288	400	400	400	410	420
930.000	Repairs & Maintenance	1,750	2,000	2,000	2,000	2,050	2,101
940.000	Equipment Charges	4,600	4,600	4,600	4,600	4,715	4,833
970.000	Capital Outlay					-	-
974.000	Land Improvements	-	3,000	3,000	3,000	3,075	3,152
977.000	Equipment Purchases	2,089	1,000	1,000	1,000	1,025	1,051
	TOTAL	103,931	115,124	115,124	144,910	148,533	152,247
Printed: 4/20/2021							

101-440 GENERAL FUND OPERATION							
DEPARTMENT OF PUBLIC WORKS							
		Audited	Adopted	Amended	Draft	Proposed	Proposed
Expenditure	Description	2019-2020	2020-2021	2020-2021	2021-2022	2022-2023	2023-2024
702.000	Wages/Salaries	335,358	242,196	242,196	300,241	307,747	315,441
715-720	Fringe Benefits	181,770	160,869	160,869	189,122	193,851	198,697
721.000	Uniforms & Cleaning Allowance	7,223	7,700	7,700	8,267	8,474	8,686
725.000	OPEB Retiree Health Care Trust	-	23,833	62,110	25,200	25,830	26,476
727.000	Office Supplies	216	1,300	1,300	1,326	1,359	1,393
740.000	Operating Expense	27,382	19,500	19,500	19,890	20,387	20,897
801.000	Professional Services	40,504	9,500	35,000	5,100	5,228	5,358
802.000	Contractual Services	26,456	19,150	19,150	23,157	23,736	24,329
820.000	Computer	907	3,507	3,507	1,530	1,568	1,607
830.000	Memberships & Dues	780	740	740	880	902	925
853.000	Telephone	6,567	5,000	5,000	5,100	5,228	5,358
860.000	Gas & Oil	19,140	25,000	25,000	25,500	26,138	26,791
861.000	Transportation & Mileage	125	400	400	408	418	429
863.000	Vehicle Maintenance	122,363	130,000	130,000	122,400	125,460	128,597
910.000	Insurance & Bonds	15,402	15,000	15,000	15,300	15,683	16,075
920.000	Utilities	16,182	17,500	17,500	17,850	18,296	18,754
923.000	Street Light Expenditures	114,183	115,000	115,000	117,300	120,233	123,238
930.000	Repairs & Maintenance	510	5,000	5,000	6,500	6,663	6,829
931.000	Building Maintenance	4,466	65,000	65,000	20,000	20,500	21,013
935.000	NPDES Phase II Stormwater	16,695	38,500	38,500	42,126	43,179	44,259
940.000	Equipment Charges	10,000	10,000	10,000	10,200	10,455	10,716
957.000	Education/Training	2,272	4,000	4,000	4,800	4,920	5,043
974.000	Land Improvements	28,042	30,000	30,000	47,500	48,688	49,905
977.000	Equipment Purchases	10,514	6,500	6,500	15,500	15,888	16,285
978.000	Capital Equipment	-					
	TOTAL	987,058	955,195	1,018,972	1,025,198	1,050,827	1,077,098
	Printed: 4/20/2021						

202 MAJOR STREETS OPERATION							
EXPENDITURES							
Expenditure	Description	Audited 2019-2020	Adopted 2020-2021	Amended 2020-2021	Draft 2021-2022	Proposed 2022-2023	Proposed 2023-2024
212.000	Accountant						
801.000	Professional Service	3,562	5,600	5,600	5,600	5,600	5,600
	SUBTOTAL	3,562	5,600	5,600	5,600	5,600	5,600
451.000	Street Construction						
715-720	Fringe Benefits	-					
801.000	Professional Services	3,779		2,500			
802.000	Contractual Services (Seal Coat)		10,000	10,000	15,000	15,000	15,000
802.100	Contractual Services (Major Street)		-	65,518	75,000		
802.200	Contractual Services Tri-Party (Signal Marjorie Ann)						
	SUBTOTAL	3,779	10,000	78,018	90,000	15,000	15,000
463.000	Street Routine Maintenance						
702.000	Wages/Salaries	64,600	83,027	83,027	73,394	75,229	77,109
715-720	Fringe Benefits	31,038	51,533	51,533	41,948	42,997	44,072
740.000	Operating Expense	2,369	5,000	5,000	8,500	8,713	8,930
801.000	Professional Services						
910.000	Insurance & Bonds	54	60	60	60	60	60
930.000	Repair & Maintenance	9,470	25,500	25,500	25,500	26,138	26,791
940.000	Equipment Charges	14,000	12,000	12,000	12,000	12,300	12,608
	SUBTOTAL	121,532	177,120	177,120	161,402	165,436	169,570
474.000	Traffic Services						
702.000	Wages/Salaries	2,365	2,127	2,127	2,435	2,496	2,558
715-720	Fringe Benefits	1,117	1,413	1,413	1,463	1,499	1,537
740.000	Operating Expense	1,306	5,000	5,000	25,000	25,625	26,266
924.000	Traffic Signals	3,523	10,200	10,200	10,200	10,455	10,716
	SUBTOTAL	8,311	18,739	18,740	39,097	40,075	41,077
478.000	Snow Plowing						
702.000	Wages/Salaries	24,306	33,102	33,102	25,022	25,648	26,289
715-720	Fringe Benefits	11,043	21,987	21,987	15,032	15,408	15,793
740.000	Operating Expense	34,939	44,500	44,500	44,500	45,613	46,753
930.000	Repair & Maintenance					-	
940.000	Equipment Charges	12,500	10,000	10,000	10,000	10,250	10,506
	SUBTOTAL	82,787	109,589	109,589	94,554	96,918	99,341
479.000	Snow Removal						
702.000	Wages/Salaries	3,321	5,331	5,331	5,419	5,555	5,693
715-720	Fringe Benefits	1,591	733	733	2,174	2,228	2,284
	SUBTOTAL	4,912	6,064	6,064	7,593	7,783	7,977
485.000	Transfer Between Funds						
969.203	Contribution-Local Streets	100,000	100,000	100,000	100,000	100,000	100,000
	SUBTOTAL	100,000	100,000	100,000	100,000	100,000	100,000
491.000	Storm Sewer						
702.000	Wages/Salaries	2,331	3,656	3,656	2,400	2,460	2,521
715-720	Fringe Benefits	1,429	2,428	2,428	1,442	1,478	1,515
740.000	Operating Expense	910	4,100	4,100	4,100	4,203	4,308
	SUBTOTAL	4,670	10,184	10,184	7,941	8,140	8,343
	TOTAL EXPENDITURES	329,553	437,296	505,315	506,188	438,951	446,909
Printed:	4/20/2021						

203 LOCAL STREET OPERATION							
EXPENDITURES							
		Audited	Adopted	Amended	Draft	Proposed	Proposed
Expenditure	Description	2019-2020	2020-2021	2020-2021	2021-2022	2022-2023	2023-2024
212.000	Accountant						
801.000	Professional Services	3,562	5,600	5,600	5,600	5,600	5,600
	SUBTOTAL	3,562	5,600	5,600	5,600	5,600	5,600
451.000	Construction						
801.000	Professional Services	2,035	10,000	10,000	15,000	15,000	15,000
802.000	Contractual Services						
	Contract. Services N. Hagadorn						
	SUBTOTAL	2,035	10,000	10,000	15,000	15,000	15,000
463.000	Street Routine Maintenance						
702.000	Wages/Salaries	67,995	86,131	86,131	75,889	77,786	79,731
715-720	Fringe Benefits	32,054	53,595	53,595	44,248	45,354	46,488
740.000	Operating Expense	4,928	8,500	8,500	8,500	8,713	
801.000	Professional Services						
910.000	Insurance & Bonds	54	65	65	65	65	65
930.000	Repair & Maintenance	25,668	9,500	9,500	9,500	9,738	9,981
940.000	Equipment Charges	15,480	12,000	12,000	5,000	5,125	5,253
	SUBTOTAL	146,179	169,791	169,791	143,202	146,780	141,518
474.000	Traffic Services						
702.000	Wages/Salaries	1,426	2,054	2,054	2,468	2,530	2,593
715-720	Fringe Benefits	673	1,364	1,364	934	957	981
740.000	Operating Expense	1,340	3,200	3,200	3,200	3,280	3,362
	SUBTOTAL	3,439	6,618	6,618	6,602	6,767	6,936
478.000	Snow Plowing						
702.000	Wages/Salaries	19,798	32,921	32,921	21,381	21,488	22,026
715-720	Fringe Benefits	8,886	21,866	21,866	12,501	12,814	13,134
740.000	Operating Expense	20,396	29,500	29,500	29,500	30,238	30,993
940.000	Equipment Charges	13,500	12,000	12,000	12,000	12,000	12,000
	SUBTOTAL	62,579	96,288	96,287	75,382	76,539	78,153
491.000	Storm Sewer						
702.000	Wages/Salaries	2,215	3,953	3,953	2,280	2,337	2,396
715-720	Fringe Benefits	1,196	3,593	3,593	1,370	1,404	1,439
740.000	Operating Expense	1,367	8,025	8,025	8,025	8,226	8,431
930.000	Repair & Maintenance	332	3,000	3,000	3,000	3,075	3,152
	SUBTOTAL	5,110	18,571	18,571	14,675	15,042	15,418
	TOTAL EXPENDITURES	222,903	306,867	306,867	260,461	265,729	262,625
Printed: 4/20/2021							

592 WATER AND SEWER OPERATIONS							
EXPENDITURES							
Expenditure	Description	Audited 2019-2020	Adopted 2020-2021	Amended 2020-2021	Draft 2021-2022	Proposed 2022-2023	Proposed 2023-2024
452 Water/Sewer Construction							
801.000	Professional Service	(15,249)			40,000		
801.100	Professional Service						
802.000	Contractual Service-Water Storage Tank		2,000,000	2,000,000	1,500,000	-	-
	SUBTOTAL	(15,249)	2,000,000	2,000,000	1,540,000	-	-
556 Water Distribution System							
702.000	Wages/Salaries	252,329	257,961	257,961	268,421	275,131	282,010
715-720	Fringe Benefits	112,623	147,607	147,607	147,861	151,557	155,346
721.000	Uniforms	3,056	3,300	3,300	3,300	3,300	3,300
725.000	OPEB Retiree Health Care Trust		6,227	15,311	6,288	6,445	6,606
727.000	Office Supplies	946	1,500	1,500	1,500	1,538	1,576
740.000	Operating Expense	73,190	61,000	61,000	61,000	62,220	63,776
801.000	Professional Service	146,753	20,000	225,620	150,000	153,750	157,594
801.111	Vulnerability Assessment		2,000	2,000	12,500	12,813	13,133
801.211	Wellhead Protection	1,205	7,500	7,500	7,500	7,500	7,500
802.000	Contractual Services	25,894	49,150	49,150	49,557	50,796	52,066
807.000	Auditor	6,811	10,000	10,000	10,000	10,000	10,000
820.000	Computer	483	1,200	1,200	1,200	1,230	1,261
830.000	Memberships & Dues	424	850	850	850	871	893
853.000	Telephone	2,465	2,800	2,800	2,800	2,870	2,942
860.000	Gas & Oil	11,029	8,200	8,200	8,200	8,405	8,615
861.000	Transportation/Mileage	443	500	500	500	513	525
863.000	Vehicle Maintenance	9,988	17,000	17,000	17,000	17,425	17,861
900.000	Printing	633	500	500	500	513	513
910.000	Insurance & Bonds	13,507	15,000	15,000	15,000	15,375	15,759
920.000	Utilities	104,386	100,000	100,000	100,000	102,500	105,063
931.000	Building Maintenance	14,730	85,000	85,000	94,000	96,350	98,759
957.000	Education & Training	3,094	3,500	3,500	3,500	3,588	3,677
962.000	Miscellaneous Expense	1,123	7,500	7,500	7,500	7,688	7,880
968.000	Depreciation Expense	749,621					
970.000	Capital Improvements	3,673	676,600	676,600	674,000	265,000	90,000
977.000	Equipment Miscellaneous	825	15,000	15,000	15,000	15,000	15,000
990.100	Debt-Principal		120,000	120,000	125,000	125,000	130,000
995.100	Debt-Interest	52,625	49,750	49,750	46,750	43,625	40,500
999.000	Paying Agent Fees		750	750	750	750	750
	SUBTOTAL	1,591,857	1,670,396	1,885,099	1,830,477	1,441,751	1,292,903
540 Water Repair							
702.000	Wages/Salaries	44,547	61,994	61,994	55,860	57,256	58,688
715-720	Fringe Benefits	14,573	41,177	41,177	30,250	31,006	31,781
740.000	Operating Expense	1,162	5,500	5,500	5,610	5,750	5,894
801.000	Professional Service	-	1,500	1,500	1,530	1,568	1,607
802.000	Contractual Services	646	500	500	510	523	536
861.000	Transportation/Mileage	-	100	100	100	103	105
930.000	Repairs & Maintenance	6,856	40,000	40,000	25,500	26,138	26,791
940.000	Equipment Charges	39,000	25,000	25,000	25,500	26,138	26,791
956.000	Miscellaneous Expense	1,343	5,500	5,500	5,610	5,750	5,894
957.000	Education & Training	-					
	SUBTOTAL	108,127	181,271	181,271	150,470	154,232	158,087
592 WATER AND SEWER OPERATIONS							
EXPENDITURES							

592 WATER AND SEWER OPERATIONS							
EXPENDITURES							
Expenditure	Description	Audited 2019-2020	Adopted 2020-2021	Amended 2020-2021	Draft 2021-2022	Proposed 2022-2023	Proposed 2023-2024
557 Wastewater System							
702.000	Wages/Salaries	353,292	394,351	394,351	413,350	423,684	434,276
715-720	Fringe Benefits	184,174	217,136	217,136	220,955	226,479	232,141
721.000	Uniforms	1,397	3,500	3,500	3,800	3,895	3,992
725.000	OPEB Retiree Health Care Trust		9,340	22,965	9,432	9,668	
727.000	Office Supplies	946	1,500	1,500	1,500	1,538	1,576
740.000	Operating Expense	120,894	125,000	125,000	125,000	128,125	131,328
801.000	Professional Service	96,506	70,045	70,045	125,000	128,125	131,328
802.000	Contractual Services	39,839	45,000	45,000	47,000	48,175	49,379
807.000	Auditor	6,916	10,000	10,000	10,200	10,455	10,716
820.000	Computer	1,201	4,507	4,507	2,550	2,614	2,679
830.000	Memberships & Dues	270	500	500	510	523	536
853.000	Telephone	4,055	4,000	4,000	4,080	4,182	4,287
860.000	Gas & Oil	3,302	5,500	5,500	6,500	6,663	6,829
861.000	Transportation & Mileage	449	500	500	510	523	536
863.000	Vehicle Maintenance	-					
900.000	Printing	413	500	500	510	523	536
910.000	Insurance & Bonds	13,075	15,000	15,000	15,300	15,683	16,075
920.000	Utilities	243,150	215,000	215,000	219,300	224,783	230,402
931.000	Building Maintenance	111,400	127,000	127,000	262,000	268,550	275,264
957.000	Education & Training	1,519	4,000	4,000	4,000	4,100	4,203
962.000	Miscellaneous Expense	4,614	7,000	7,000	7,000	7,175	7,354
963.000	Bad Debt Expense						
968.000	Depreciation Expense	749,620					
969.000	Transfer to Debt Fund	(1,082,590)					
970.000	Capital Improvements	7,455	295,000	295,000	1,565,000	744,000	949,000
977.000	Equipment Miscellaneous	9,964	47,000	47,000	90,000		-
988.000	Pre-Paid Financial Cost						
995.100	Debt - Interest	157,590					
998.000	Replacement Wastewater						
	SUBTOTAL	1,029,451	1,601,379	1,615,004	3,133,498	2,259,460	2,492,437
550 Sanitary Sewer Repair							
702.000	Wages/Salaries	43,773	61,426	61,426	55,063	56,440	57,851
715-720	Fringe Benefits	17,521	40,800	40,800	29,771	30,516	31,278
740.000	Operating Expense	3,489	9,750	9,750	13,950	14,299	14,656
801.000	Professional Services	-	2,500	2,500	2,500	2,563	2,627
802.000	Contractual Services	5,817	500	500	510	523	536
930.000	Repairs & Maintenance	7,964	55,000	55,000	45,900	47,048	48,224
940.000	Equipment Charges	32,000	25,000	25,000	25,500	26,138	26,791
956.000	Miscellaneous	-	6,500	6,500	6,630	6,796	6,966
	SUBTOTAL	110,563	201,476	201,476	179,824	184,320	188,928
555 Solid Waste Collection							
818.100	Refuse Collection	526,241	540,402	540,402	573,400	584,868	596,565
	SUBTOTAL	526,241	540,402	540,402	573,400	584,868	596,565
	TOTAL	3,350,990	6,194,924	6,423,252	7,407,668	4,624,631	4,728,920
Printed:	4/20/2021						

Veterans Memorial Project

974 – Land Improvements

\$9,000

Improvement planning this year includes \$5,000 for electrical work and \$4,000 in labor and materials for a new water line to the monument area. The water line cost will be paid for by a City contribution. The electrical work will be funded by donations.

CAPITAL IMPROVEMENT FUND

REVENUES

402 – Current Property Tax **\$417,144**

Funds collected through property taxes assessed at 1 mill per \$1,000 of valuation.
Collected through property taxes.

664 – Interest Income **\$1,500**

Revenue earned for funds held in money market account at bank.

EXPENDITURES

802.190 – Cont. Svcs. - Safe Routes to School **\$35,000**

The funds allocated in this account will be for the improvements in crosswalks in the area of Marjorie Ann and Pontiac Trail.

802.500 – Prof. Svcs. - DPW - Yard Paving **\$250,000**

The funds allocated in this account will be for the improvements in crosswalks in the area of Marjorie Ann and Pontiac Trail.

802.600 – Cont. Svcs – Pathways/Trailway Improvement **\$80,000**

The funds allocated in this account will be for the improvements to the trailways system in South Lyon.

641 VEHICLE/EQUIPMENT REPLACEMENT							
REVENUES							
Revenue	Description	Audited 2019-2020	Adopted 2020-2021	Amended 2020-2021	Draft 2021-2022	Proposed 2022-2023	Proposed 2023-2024
664.000	Interest	1,491					-
668.101	Rental General Fund-DPW	10,000	10,000	10,000	10,200	10,455	10,716
668.202	Rental Major Streets	26,500	22,000	22,000	22,000	22,550	23,114
668.203	Rental Local Streets	28,980	24,000	24,000	17,000	17,125	17,253
676.102	Proceeds From Long Term Debt						
676.276	Rental Cemetery	4,600	4,600	4,600	4,600	4,715	4,833
676.592	Rental Water & Sewer Oper.	71,000	50,000	50,000	51,000	52,275	53,582
676.690	Rental Parks & Recreation Charges for Services	11,025	11,025	11,025	4,600	11,301	11,583
	TOTAL	153,596	121,625	121,625	109,400	118,421	121,081
	BEGINNING FUND BALANCE	441,618	344,351	344,351	422,934	419,292	537,713
	TOTAL REVENUES	153,596	121,625	121,625	109,400	118,421	121,081
	TOTAL EXPENDITURES	250,863	43,042	43,042	113,042	-	-
	ENDING FUND BALANCE	344,351	422,934	422,934	419,292	537,713	658,794
EXPENDITURES							
Expenditure	Description	Audited 2019-2020	Adopted 2020-2021	Amended 2020-2021	Draft 2021-2022	Proposed 2022-2023	Proposed 2023-2024
959.000	Ex-Mark Zero Turn						
959.100	Leaf Vac/Chipper						
959.300	F350 Pickup w/plow	40,239					
959.400	4 X 4 Truck/Street Sweeper	43,042	43,042	43,042	43,042	-	-
959.500	5 yard Dump/Salt Truck	167,582					
959.600	Backhoe						
959.700	Attachment - Remote Easement Machine				50,000		
959.800	Mowing Equipment - 16' Mower Deck				20,000		
	TOTAL	250,863	43,042	43,042	113,042	-	-

Printed: 4/20/2021

Equipment Fund

959.400 – Street Sweeper Payment **\$43,042**

The funds allocated within this account are designated for the final installment payment of the Street Sweeper.

959.700 – DPW Remote Easement Machine **\$50,000**

The funds allocated within this account are designated for the purchase of an attachment for the Remote Easement Machine.

959.800 – Mowing Equipment – 16' Mower Deck **\$20,000**

The funds allocated within this account are designated for the purchase of a replacement 16' mower deck (flex mower) for use in the City parks.

AGENDA NOTE

New Business: Item # *1*

MEETING DATE: April 26, 2021

PERSON PLACING ITEM ON AGENDA: Police Chief

AGENDA TOPIC: Memorial Day Parade

EXPLANATION OF TOPIC: A request was received, on behalf of the South Lyon VFW Post 1224, for a permit for the Memorial Day Parade on May 31, 2021. The requested permit necessitates closures of affected portions of Warren St., Lake St., Reynold Sweet Parkway, and Stryker St., between 9:00 a.m. and 11:00 a.m.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

Parade/Demonstration Application, Approval of Road Closure form, Insurance Certificate (processing), Hold Harmless agreement, Covid Plan for Parade, Covid-19 Special Event protocol Agreement, Parade Route

POSSIBLE COURSES OF ACTION: Approve/Do Not Approve the requested road closures contingent on receipt of insurance coverage.

SUGGESTED MOTION: Motion by _____, supported by _____ to approve the closure of Warren Street from Second St. to Lake Street; Lake St. from Warren St. to Reynold Sweet Parkway; Reynold Sweet Parkway from Lake St. to Stryker St.; Stryker St. from Reynold Sweet Parkway to the South Lyon Cemetery between 9:00 a.m. and 11:00 a.m. on May 31, 2021; and to approve the resolution authorizing the City Clerk to make application to the Road Commission for Oakland County on behalf of the City of South Lyon for the necessary permits related to the closure of Lake Street between Warren St. and Reynold Sweet Parkway on May 31, 2021 at 9:00 a.m.

04/26/21



South Lyon Police Department

219 Whipple St.
South Lyon, MI 48178
Ph: (248) 437-1773
Fx: (248) 437-0459

Parade/Event Application

Date(s) of Event: May 31, 2021

Applicant's Name: Dayna Johnston Ph#: _____

Applicant's Address: _____ South Lyon

Name of Event: South Lyon Area Memorial Day parade

Business/Organization Name: V.F.W. post 1224

Business Address: 125 E. Mc Hattie St. South Lyon

Business Phone Number: 248-437-2977

President/CEO Responsible for Event: John Anderson Ph#: 307-251-7207

Event Start Date and Time: 09:00 AM

Event End Date and Time: 11:00 AM

Approximate number of persons attending: 300

Approximate number and types of vehicles: 30 Antique car and trucks, military vehicles, and Floats

Approximate number and types of animals: 30 Dogs and horses

Amount of space maintained between all units in parade: 25 feet

Route to be Traveled (Include Street Names and turning directions) or area to be utilized:
Warren south to West Lake, East to Reynold Sweet Blvd, South to striker, Striker south to the cemetery

Dayna Johnston
Applicants Signature and Date

April 9, 2021
Responsible Party's Signature and Date

Approved Denied

Chief Christopher J. Sovik 4/20/21
Chief Christopher Sovik Date

Motion by _____, supported by _____

Resolved That Lisa Deaton, City Clerk/Treasurer is hereby authorized make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permits to conduct the 2021 Memorial Day Parade on May 31, 2021 at 9:00 a.m. and the related road closures:

Lake Street between Warren Street and Reynold Sweet Parkway

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

I hereby certify that the foregoing is a true and complete copy of a resolutions adopted by the City Council of the City of South Lyon, County of Oakland, State of Michigan, at a regularly scheduled meeting of April 26, 2021, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said act.

Lisa Deaton
City Clerk/Treasurer



South Lyon Police Department

219 Whipple St.
South Lyon, MI 48178
Ph: (248) 437-1773
Fx: (248) 437-0459

Hold Harmless

To the fullest extent permitted by law the Dayna Johnston

(Name of applicant/organization)

agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees, volunteers, and other working on behalf of the City of South Lyon against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of South Lyon by reason of personal injury, including bodily injury or death and/or property damage including loss of use thereof which arises out of, or is in any way connected or associated with this event. You and/or the organization that holds responsibility will be held liable for the conduct of the event and each of its participants.

Dayna Johnston

Signature

April 9, 2021

Date

Co-vid plan for Memorial Day Parade

As parade coordinator in cooperation with the South Lyon VFW love-well post and American Legion we have decided to ask people to refrain from entering the cemetery just the vets, Marching Band, and dignitaries.

We are requesting all participants in the parade to be wearing masks, social distancing 3 to 6 feet, most of my vets will be placed in vehicles with masks.

No candy shell be thrown, no flyers will be handed out and we will not except American flags in the parade route like we have done in the years past for disposal, there is a box on the outside of the VFW they can place them in.

I'm in contact with Rich Perry to see if he would broadcast on channel 19 so people can watch the service in the safe comfort of their home

I'll be putting information out on social media, newspaper articles asking people to refrain from gather in close proximity, and to wear mask even though we are going to be outside.

We will be asking all participants not carrying Vets, dignitaries to please exit the parade route on Reynold Sweet Bld. not to enter the cemetery.

Looking forward to working with you

Dayna Johnston

Also we are open to suggestion to add to the list above.



South Lyon
Police Department
"Safeguarding Our Community"

Special Event Protocol

The Event organizer(s) shall stay up-to-date on current governmental and public health guidelines as well as best practices in order to provide a safe environment for the event.

The Event organizer(s) shall take all appropriate actions recommended to reduce the spread of COVID-19 at the special event.

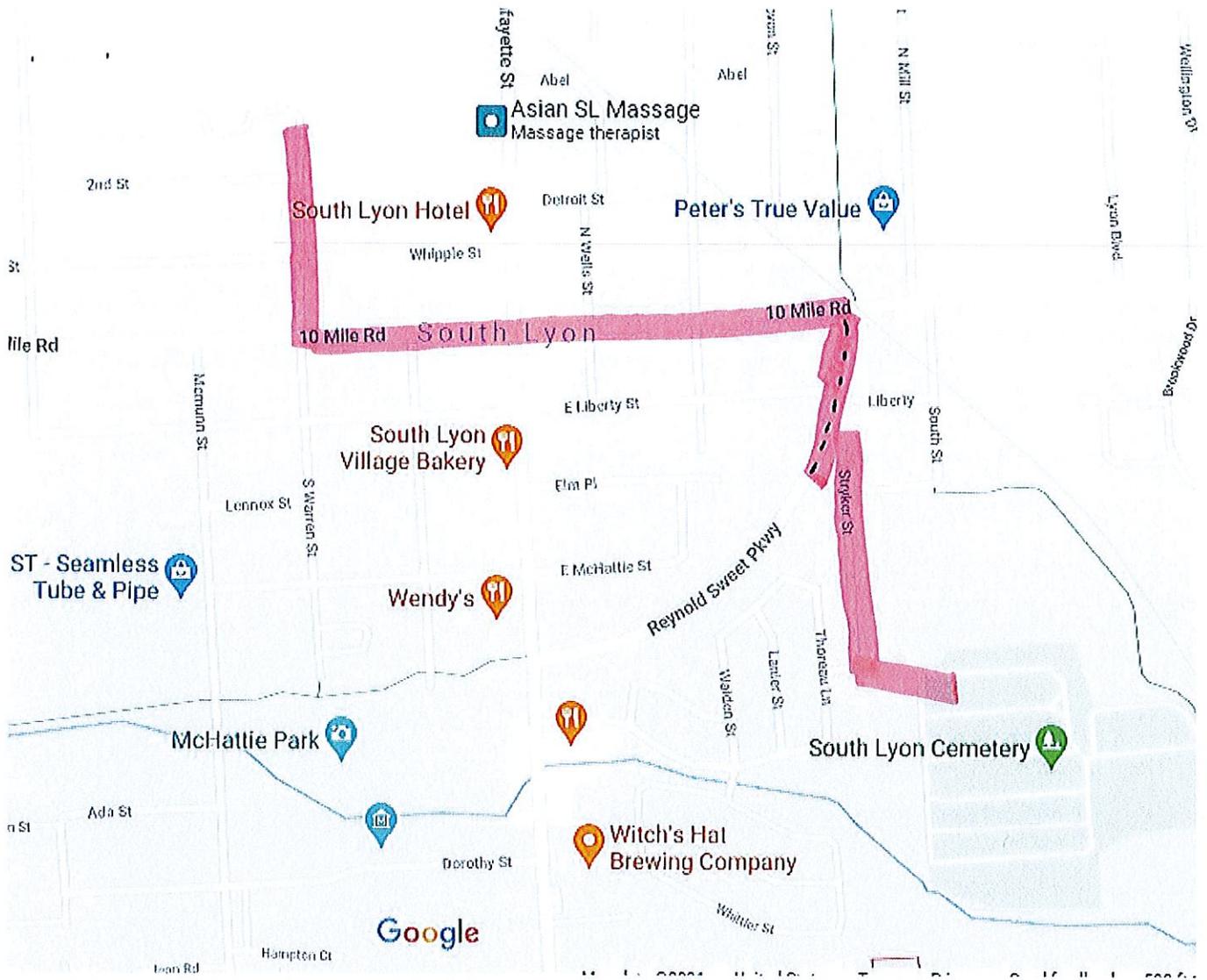
The Event organizer(s) shall encourage compliance with all regulations and guidance in accordance with Federal, State and County postings.

All outdoor events that take place on city or county property shall enforce mask compliance for the safety of all guests, participants, volunteers, vendors, and staff except while eating or drinking or participating in strenuous exercise activity.

Understand the City retains the right to cancel, deny, postpone, or alter arrangements for any event if necessary.

Danya Sabstra
Signature

April 13, 2021
Date



 Parade Route

--- All non-vets leaving the area via Reynold Sweet Blvd.

AGENDA NOTE

New Business #2

MEETING DATE: April 26, 2021

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Zoning Ordinance Adoption

EXPLANATION OF TOPIC: The City staff, planning consultants, Planning Commission and City Council has been working on the development of a new Zoning Ordinance and Map. Tonight we are here to set the date of the Public Hearing to adopt the Ordinance.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Letter from CIB Planning, Zoning Ordinance Adoption Schedule.

POSSIBLE COURSES OF ACTION: Approve or not approve Monday, May 10, 2021 to hold the Public Hearing on the new Zoning Ordinance and Map.

SUGGESTED MOTION: Motion by _____, supported by _____ to approve Monday, May 10, 2021 for the Public Hearing on the new Zoning Ordinance and Map.

City Council
City of South Lyon
335 South Warren Street
South Lyon, Michigan 48178

April 22, 2021

Subject: Zoning Ordinance Adoption

Dear Honorable Pelchat and Council Members,

The City of South Lyon Planning Commission has finished a re-write of the Zoning Ordinance. The Ordinance in effect today was adopted in 1988 and updated in 1992. Periodic text amendments have been made; however, a comprehensive review and update of the Ordinance has not occurred since 1992.

In 2016, the Planning Commission started the update process and after many edits, revisions, and review, the Ordinance is now ready for adoption. This updated Zoning Ordinance strengthens the City's policy decisions by supporting its vision and Master Plan and by bringing the Ordinance up to date with contemporary language, standards, and processes.

CIB Planning worked closely with the Planning Commission and the City Attorney to update, revise, and reformat the Zoning Ordinance and Official Zoning Map. The Commission took an in-depth look at the existing Ordinance and created new tables, graphics, and application process charts to make the new Ordinance easy to navigate and user friendly.

This letter serves to provide an overview of the authority and requirements to amend and adopt a zoning ordinance. It is the Planning Commission's intention to send a recommendation to Council in the next few weeks. (I have provided tentative dates for the review and adoption.)

Authority and Process

The process to write/revise/update a Zoning Ordinance is defined in the Michigan Zoning Enabling Act (P.A. 110 of 2006) and as follows:

- The Planning Commission has the authority to adopt and file with the legislative body "the text of a zoning ordinance with the necessary maps and zoning regulations to be adopted for a zoning district or the zoning jurisdiction as a whole. (MCL125.3305).
- The Planning Commission is required to hold at least one public hearing before submitting a recommendation to the legislative body. (MCL 125.3401(6))
- Following the public hearing at the Planning Commission, a summary of comments from the hearing are sent to the legislative body. (MCL 125.3308(1))

- MCL125.3401(1) permits the legislative body to hold a public hearing, however, it is not required. A motion to approve the Zoning Ordinance and Zoning Map requires a majority vote of the legislative body.
- Within fifteen (15) days of adopting the Ordinance, the City must publish a notice of adoption in a newspaper. (MCL 125.3401(7))
- Seven (7) days following the publication the Ordinance is in effect. ((MCL 125.3401(6))

SUMMARY OF ORDINANCE UPDATE

All zoning text language and proposed zoning map amendments are being reviewed by the Planning Commission at a public hearing on April 22, 2021. The Commission will make a recommendation to the City Council at that meeting. (Should the recommendation be a positive recommendation, the following proposed timetable is valid.)

The project consisted of seven (7) phases:

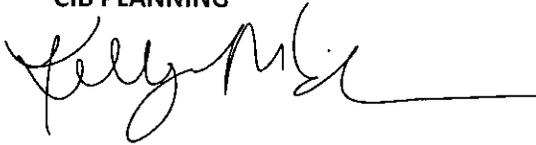
Phase	Task	Date of Completion
Phase 1	Review existing ordinance	2016
Phase 2	Draft new Ordinance	2016-2017
Phase 3	Present draft for Planning Commission; make revisions; review by City Attorney	2017-2021
Phase 4	Summary presentation at a joint meeting of the City Council and Planning Commission	March 1, 2021
Phase 5	Draft zoning map revisions/changes	March 29, 2021
Phase 6	Present final draft to Planning Commission at a public hearing; recommendation to Council	April 22, 2021
Phase 7	Adoption by City Council	<i>(TENTATIVE TIMELINE)</i> <i>May 10, 2021 first reading; public hearing</i> <i>May 24, 2021 second reading</i> <i>June 7, 2021 publish in newspaper</i> <i>June 14, 2021 EFFECTIVE</i>

ACTION REQUIRED

As cited above, the City Council is not required to have a public hearing to adopt the Ordinance. , however, I encourage the Council to conduct a public hearing. The Council may set a public hearing date and the public hearing notice can be published in the South Lyon Herald. May 10th is the first meeting (after a Commission recommendation) for you to review the Ordinance.

I am happy to further explain or answer any questions you may have about the process or Ordinance.

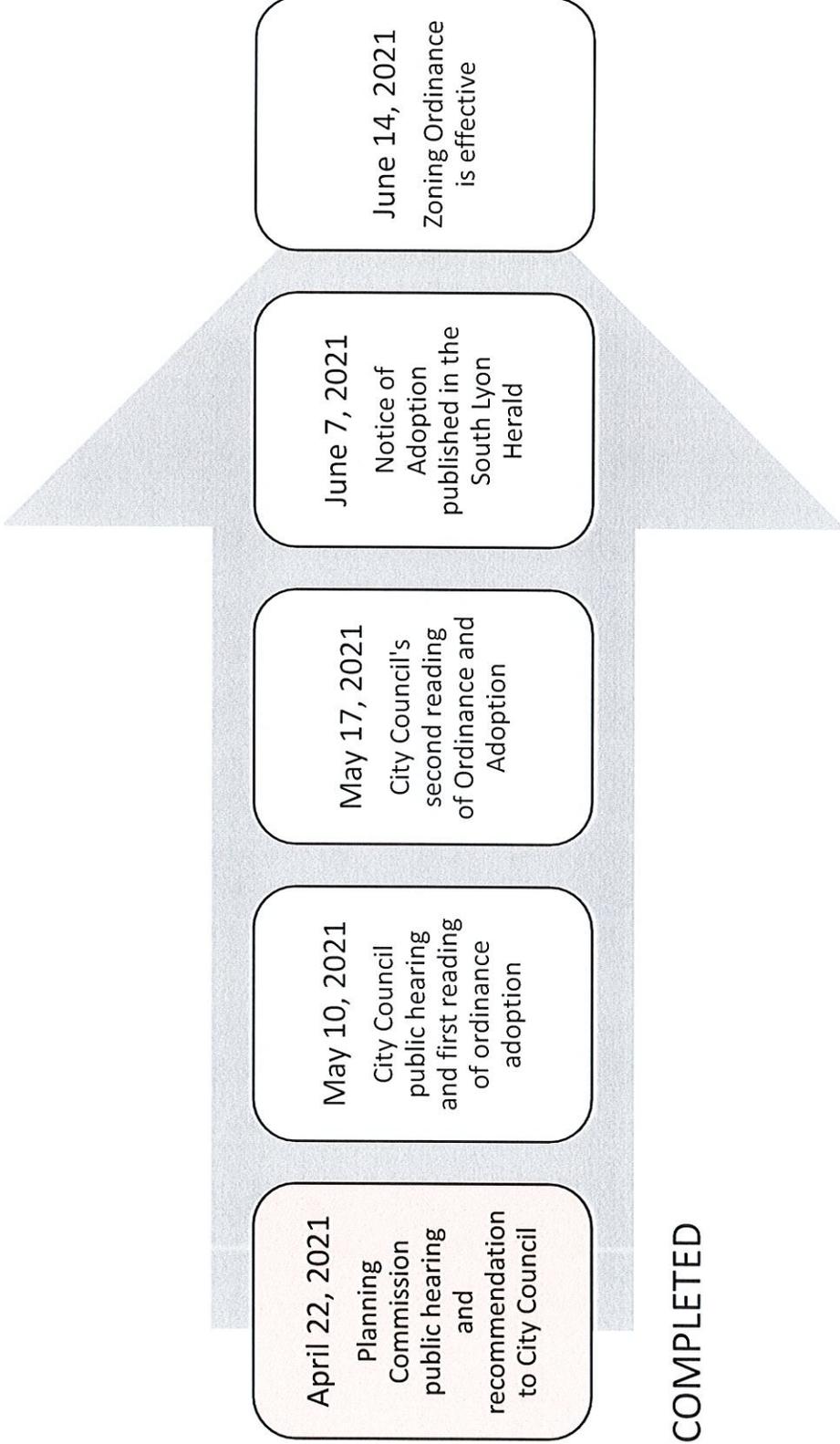
CIB PLANNING

A handwritten signature in black ink, appearing to read "Kelly McIntyre", with a long horizontal line extending to the right.

Kelly McIntyre
Principal, Director of Planning



City of South Lyon 2021 Zoning Ordinance Adoption Schedule



COMPLETED

AGENDA NOTE

New Business #3

MEETING DATE: April 26, 2021

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Intergovernmental Agreement

EXPLANATION OF TOPIC: The City of South Lyon, Lyon Township, and South Lyon Schools explored the opportunity to work together a few years ago to put together a plan to provide sidewalks and cross walks in association with a Safe Routes to School grant near Pontiac Trail and Marjorie Ann. The civil engineering design work was completed and bids were received. A couple of the participants in the plan pulled out after the bids were received and the project was never completed. After having numerous conversations with Township officials, we have again initiated a much smaller project to install just the sidewalks and crosswalks at Marjorie Ann and Pontiac Trail. Because the bids were taken in 2017, we are proposing to work on this project with the Township engineer to create a new set of bid documents and adopt an interlocal agreement between the City of South Lyon and Lyon Township to complete the project. We originally budgeted \$93,000 in the 2020-2021 budget, which was intended to be used for the City's portion of the whole project. This year we will only budget \$35,000 to pay for our portion of the scaled down project. Please note that the project is now limited to just the sidewalks and crosswalks at Pontiac Trail and Marjorie Ann and is being taken on by the City and Township.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Interlocal agreement between the City of South Lyon and Lyon Township, with exhibits.

POSSIBLE COURSES OF ACTION: Approve or not approve the Interlocal agreement between the City of South Lyon and Lyon Township to complete the sidewalk and crosswalks at Pontiac Trail and Marjorie Ann.

SUGGESTED MOTION: Motion by _____ Seconded by _____
to approve / not approve the Interlocal agreement between the City of South Lyon and Lyon Township, to complete the sidewalk and crosswalks at Pontiac Trail and Marjorie Ann.

**INTERGOVERNMENTAL AGREEMENT
BETWEEN
CHARTER TOWNSHIP OF LYON
AND
CITY OF SOUTH LYON**

This Intergovernmental Agreement ("Agreement") is entered into by and between the Charter Township of Lyon, a Michigan municipal corporation, with its principal place of business located at 58000 Grand River Avenue, New Hudson, MI 48165 ("Township"), and the City of South Lyon, a Michigan municipal corporation, with its principal place of business located at 335 S. Warren, South Lyon, MI 48178 ("City"). The Township and the City may be referred to individually as a "Party" or collectively as the "Parties".

Recitals

- A. This Agreement is made for the purpose of fixing the rights and obligations of the Parties with respect to the construction of a sidewalk at Pontiac Trail and Marjorie Ann (the "Project") that will cross the geographical boundaries of the Parties; and
- B. The general location and improvements for the Project are shown on the attached Exhibit A; and
- C. Public Act 35 of 1951, MCL 124.1, *et seq*, as amended, authorizes municipalities to contract among themselves for the performance of services; and
- D. The Parties have reached an understanding with each other regarding the performance of the Project and desire to set forth this understanding in the form of this Agreement.

NOW THEREFORE, in consideration of the mutual understandings of the Parties and in conformity with applicable law, it is agreed as follows:

**ARTICLE 1
DEFINITIONS**

Wherever used in this Agreement, the following terms shall have the meanings indicated which shall be applicable to both the singular and plural thereof:

- 1.1 "Construction Engineering" shall mean the services necessary to adequately assure that the Project is being constructed in substantial conformance with the plans and specifications, together with any Project change orders, amendments, addenda, and/or bulletins. Construction Engineering services include, but are not limited to, contract administration, construction staking, construction inspection and/or consultant services.
- 1.2 "Construction Work" shall mean all work performed to construct the Project in substantial conformance with the bid plans and specifications, together with any change orders, amendments, addenda, and/or bulletins. Work shall be performed by the responsive, qualified low bidder, together with approved subcontractors. Construction Work costs

include, but are not limited to, unit prices extended for actual quantities completed and lump sum work.

- 1.3 "Engineering" shall mean all services necessary to adequately prepare plans and specifications for the Project, together with any change orders, amendments, addenda, and/or bulletins. Engineering services may include, but are not limited to, surveys, soil investigations, design, drafting, reviews, permit applications, bidding services and/or consultant services.

ARTICLE 2 TERM OF CONTRACT

- 2.1 The effective date of this Agreement shall be the date that this Agreement is approved by the Township Board or the City Council, whichever is later. The term of this Agreement shall begin on the effective date and shall terminate upon completion of the Project and receipt in full of all payments due hereunder.

ARTICLE 3 CITY'S RESPONSIBILITIES

- 3.1 The City shall provide all available information for its utilities as needed by the Township in connection with the Project when required by the Engineer.

ARTICLE 4 TOWNSHIP'S RESPONSIBILITIES

- 4.1 The Township shall perform all Engineering through its engineering consultant, Civil Engineering Solutions, Inc.
- 4.2 The Township, through its Engineer, shall arrange for the contract bidding, award of the contract and administration of the contract. The selected contractor shall be an MDOT prequalified contractor.
- 4.3 The Township shall apply for and obtain a permit from the Road Commission for Oakland County for signal construction work. The selected contractor shall be an MDOT prequalified contractor for the signal construction work.
- 4.3 The Township shall perform all Construction Engineering.
- 4.4 The Township shall appoint the Engineer for the Construction Work for the Project.
- 4.5 The Township shall keep accurate records and accounts of the Project Costs, defined in Section 5.1, that shall be accessible for inspection and audit upon request by an authorized representative of the City.
- 4.6 The Township shall certify the work and approve payment of invoices. Upon certification and approval, the Township shall timely submit progress billing statements to the City for payment of its share of the approved invoice.

**ARTICLE 5
PROJECT COSTS; COST SHARING**

- 5.1 "Project Costs," shall include, but not be limited to, the actual cost of Engineering, Construction Work, Construction Engineering, and/or other miscellaneous work and services necessary for and incidental to the completion of the Project, together with any cost changes associated with Project change orders, amendments, addenda, and/or bulletins.
- 5.2 At the time of execution of this Agreement, the estimated Project Costs are Fifty-Nine Thousand Six Hundred Eleven Dollars and twenty cents (\$59,611.20) as shown on the attached Exhibit B.
- 5.3 The Parties agree that they shall share equally in the total Project Costs, with a not to exceed for each party of Thirty-Five Thousand Dollars (\$35,000.00) (the "Maximum Project Costs"). In the event the total Project Costs should exceed Seventy Thousand Dollars (\$70,000.00), this Agreement shall terminate, unless an amendment to the Project Costs is agreed to by the parties. In the event of termination, all Project Costs incurred up to the point of termination, including any Engineering Costs, shall be paid equally by the parties.
- 5.4 Change orders may be issued during the Project which do not exceed the Maximum Project Costs. In all matters regarding the issuance or non-issuance of changes orders, the Parties shall accept the judgment of the Engineer as final if they do not result in exceeding the Maximum Project Costs.
- 5.5 If either Party is responsible for delays, disruptions, or interference with the performance, progress or schedule of any aspect of the Project (collectively, "Delays"), the Delaying Party shall reimburse the other Party for any costs incurred resulting from such Delays.
- 5.6 All actual Project Costs incurred shall be charged to the Project and shall be paid in full equally by the Parties.

**ARTICLE 6
PAYMENT TERMS**

- 6.1 The City shall pay the Township its share of the Project Costs as set forth below.
- 6.2 Upon certification and approval by the Township as provided in paragraph 4.6, above, the City shall make payment of each progress billing within thirty (30) days of receipt of the progress billing from the Township.
- 6.3.1 The Township shall establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this Agreement ("Records"). Separate accounts shall be established and maintained for all costs incurred under this Agreement.

The City or its representative may inspect, copy, or audit the Records during regular business hours after giving the Township reasonable notice of the inspection.

**ARTICLE 7
FORCE MAJEURE**

7.1 No failure or delay in performance of this Agreement by any Party shall be deemed to be a breach thereof when such failure or delay is caused by a force majeure event including, but not limited to, any Act of God, strikes, lockouts, wars, acts of terrorism, riots, epidemics or pandemics, explosions, sabotage, breakage or accident to machinery or lines of pipe, the binding order of any court or governmental authority, or any other cause, whether the kind enumerated in this Article 7 or otherwise not within the control of a Party, except that no cause or contingency shall relieve the Parties of their obligation to make payment of the Project Costs.

**ARTICLE 8
HOLD HARMLESS**

8.1 Each Party shall be fully responsible for any claims arising out of its own acts and/or omissions during the performance of this Agreement, and this Agreement is not intended nor shall it be interpreted as giving either Party a right of indemnification for claims arising out of the performance of this Agreement. This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty or immunity of the Parties. Nothing in this Agreement shall be construed as a waiver of the privileges and immunities as provided by law afforded to the Parties. The Parties expressly reserve all privileges and immunities as provided by law.

**ARTICLE 9
NOTICES**

9.1 Any notices under this Agreement shall be provided to:

<p><u>If to the Township:</u></p> <p>John Dolan, Supervisor Charter Township of Lyon 58000 Grand River Avenue New Hudson, MI 48165 jdolan@lyontwp.org</p> <p>And a copy to:</p> <p>Carol A. Rosati, Esq. Rosati Schultz Joppich & Amtsbuechler PC 27555 Executive Drive, Suite 250 Farmington Hills, MI 48331 crosati@rsjalaw.com</p>	<p><u>If to the City:</u></p> <p>Paul C. Zelenak, City Manager City of South Lyon 335 S. Warren South Lyon, MI 48178 pzelenak@southlyonmi.org</p> <p>And a copy to:</p> <p>Lisa J. Hamameh, Esq. Rosati Schultz Joppich & Amtsbuechler PC 27555 Executive Drive, Suite 250 Farmington Hills, MI 48331 lhamameh@rsjalaw.com</p>
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- 9.2 All notices, consents, approvals, requests and other communications required or permitted under this Agreement may be given by a Party by e-mail at the e-mail addresses set forth in Section 9.1.

ARTICLE 10 TERMINATION

- 10.1 Unless the Parties mutually agree to terminate the Project, this Agreement shall not be terminated, subject to the provision of paragraph 5.3 above. Termination of this Agreement shall not relieve either of the Parties of its share of the Project Costs incurred up to the date of termination of the Agreement.

ARTICLE 11 AMENDMENT

- 11.1 The Parties may, from time to time, consider it in their best interests to change, modify or extend a term, condition or covenant of this Agreement. Any such change, addition, deletion, extension or modification, which is mutually agreed upon by the Parties, shall be incorporated in a written amendment to this Agreement. Such amendments shall not invalidate this Agreement nor relieve or release any Party of any of its respective obligations under this Agreement unless so stated in the amendment.
- 11.2 No amendment to this Agreement shall be effective and binding upon the Parties unless it expressly makes reference to this Agreement, is in writing, is signed and acknowledged by duly authorized representatives of the Parties and, is approved by Parties' governing bodies.

ARTICLE 12 MISCELLANEOUS

- 12.1 There are no third-party beneficiaries of this Agreement.
- 12.2 A waiver of any of the provisions of this Agreement shall not constitute a waiver of any other provisions of this Agreement, nor shall any one waiver constitute a continuing waiver. All waivers shall be in writing.
- 12.3 The rights and remedies set forth in this Agreement are not exclusive and are in addition to any of the rights or remedies provided by law or equity. This Agreement and all actions arising under it shall be governed by, subject to, and construed in accordance with the laws of the State of Michigan. Each Party agrees, consents and submits to the exclusive personal jurisdiction of any state or federal court of competent jurisdiction in Michigan, for any action arising out of this Agreement.
- 12.4 Article headings in this Agreement have been inserted solely for the sake of convenient reference and shall not be used to construe or interpret the scope or intent of this Agreement or in any way affect the same.

- 12.5 If any provision of this Agreement or its application to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement shall not be affected and shall remain valid and enforceable to the fullest extent permitted by law.
- 12.6 This Agreement shall not be assigned, in whole or in part, by either Party.
- 12.7 The Parties agree that no provision in this Agreement shall constitute or act as a waiver of any governmental immunity granted to the Parties and its officers, governing bodies, employees, agents or elected officials under applicable statutory or common law.
- 12.8 This Agreement embodies the entire agreement and understanding between the Parties and supersedes all prior agreements and understandings related to the subject matter thereof. No rights or remedies are, or will be, acquired by either Party orally, through implication or otherwise, unless set forth herein.
- 12.9 This Agreement may be executed in counterparts, each of which will be deemed an original but all of which together will constitute the Agreement.
- 12.10 This Agreement is effective only upon approval of the Township and the City as evidenced by resolution or other formal action by the South Lyon City Council and the Lyon Township Board, and fully executed by the authorized representative of each Party.

(Signatures appear on the following page.)

Accordingly, the Township and the City, by and through their duly authorized officers and representatives, have executed this Agreement as follows:

Charter Township of Lyon

By: John Dolan
Its: Supervisor

By: Michele Cash
Its: Clerk

Approved by the Lyon Township Board:
March 1, 2021

City of South Lyon

By: Daniel L. Pelchat
Its: Mayor

By: Lisa Deaton
Its: Clerk

Approved by the South Lyon City Council:
April 12, 2021

EXHIBIT A

EXHIBIT B

ESTIMATED COSTS PRIOR TO COMPLETION OF ENGINEERING



Engineers Estimate for Sidewalk and Pedestrian Signal

Prepared by: Jereen Rice

As of: 11/05/2020

Project Description:

Marjorie Ann and Pontiac Trail Sidewalk Connections and Pedestrian Signals

Quantities and unit prices from 2017 bid tabs Safe Routes to School

Quantities are for both sides of Marjorie Ann crossing Pontiac Trail

LYON TOWNSHIP

LINE	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	TOTAL
1	Curb and Gutter, Rem	Ft	25	\$25.00	\$625.00
2	Excavation, Earth	Cyd	15	\$25.00	\$375.00
3	Erosion Control, Filter Bag	Ea	1	\$150.00	\$150.00
4	Erosion Control, Silt Fence	Ft	100	\$1.50	\$150.00
5	Project Cleanup	LSUM	1	\$500.00	\$500.00
6	Aggregate Base, 4 inch	Syd	145	\$8.00	\$1,160.00
7	Culvert End Section, Conc, 12 inch	Ea	2	\$600.00	\$1,200.00
8	Sewer, CL IV, 12 inch, Tr Det A	Ft	20	\$55.00	\$1,100.00
9	Sewer, CMP, 12 inch	Ft	20	\$35.00	\$700.00
10	Detectable Warning Surface	Ft	35	\$40.00	\$1,400.00
11	Sidewalk Ramp, Conc, 6 inch	Sft	310	\$6.00	\$1,860.00
12	Sidewalk, Conc, 4 inch	Sft	560	\$4.00	\$2,240.00
13	Curb Ramp Opening, Conc	Ft	36	\$35.00	\$1,260.00
14	Pavt Mrkg, Thermopl, 12 inch, Crosswalk	Ft	145	\$5.00	\$725.00
15	Minor Traf Devices	LSUM	1	\$2,000.00	\$2,000.00
16	Mulch	Syd	200	\$1.00	\$200.00
17	Seeding, Mixture TGM	Lb	25	\$5.00	\$125.00
18	Topsoil Surface, Salv, 3 inch	Syd	200	\$3.00	\$600.00
19	Pushbutton Support Post, RCOC	Ea	3	\$1,000.00	\$3,000.00
20	Pedestal, Alum, RCOC	Ea	1	\$1,000.00	\$1,000.00
21	Pedestal, Fdn	Ea	1	\$1,600.00	\$1,600.00
22	Pushbutton and Sign	Ea	4	\$1,100.00	\$4,400.00
23	TS. Pedestrian, One Way Bracket Arm Mtd (LED) Countdown	Ea	2	\$1,800.00	\$3,600.00
24	TS. Pedestrian, Two Way Bracket Arm Mtd (LED) Countdown	Ea	1	\$2,000.00	\$2,000.00
25	TS. Pedestrian, Two Way Pedestal Mtd (LED) Countdown	Ea	1	\$2,000.00	\$2,000.00
26	Conduit, DB, 1, 1 1/4 inch	Ft	55	\$20.00	\$1,100.00
27	Conduit, DB, 1, 1 3/4 inch	Ft	55	\$30.00	\$1,650.00
				Subtotal	\$36,720.00
				Contingency (20%)	\$7,344.00
				Mobilization (8%)	\$2,937.60
	Engineering and permitting (estimated)				\$6,000.00
	Contract Admin and inspection (estimated at 15%)				\$6,609.60
				Total	\$59,611.20

Assumptions:

1. Drainage improvements items preliminary. Design to be completed.



South Lyon Area Youth Assistance

"Strengthening Youth and Families"

•1000 N. Lafayette • South Lyon, MI 48178 • 248-573-8189

Strengthening Families
Through Community Involvement

April 15, 2021

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

Dear Mr. Zelenak,

On behalf of South Lyon Area Youth Assistance, we would like to express our sincerest gratitude to The City of South Lyon for the continued sponsorship of our organization for the 2021-2022 program year. This year has been difficult with trying to adjust our programming during the pandemic and your partnership and continued support of South Lyon Youth Assistance has helped us continue our programming in this challenging time. It is greatly appreciated.

The City of South Lyon has made a significant contribution to our efforts in serving local youth and families, and we look forward to continuing our partnership to meet the growing needs of our community.

Sincerely,

Doreen Brant
Caseworker
South Lyon Area Youth Assistance

Robert Ziegler
Chairperson
South Lyon Area Youth Assistance