

Regular City Council Meeting

July 8, 2019

Agenda

7:30 p.m. **Call to Order**
Pledge of Allegiance
Roll Call
Approval of Minutes: June 24, 2019
Approval of Bills:
Approval of Agenda
Consent Agenda
1. RCOC Participation Agreement
2. Brews, Bites & Beats

Public Comment

Discussion- Downtown

Introductions and Citations

- I. New Business**
 - 1. Pumpkinfest Parade**
 - 2. Pumpkinfest Run**
 - 3. Purchase of Three Sets of Firefighting Turnout Gear**
 - 4. City Council Closed Sessions**

- II. Budget**
- III. Manager's Report**
- IV. Public Comment**
- V. Council Comments**
- VI. Adjournment**

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

City of South Lyon
Regular City Council Meeting
June 24, 2019

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

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

Mayor Pelchat mentioned that Councilmember Walton will be a few minutes late

Councilmember Walton arrived at 7:36 p.m.

MINUTES- 6/10/19

CM 6-1-19 MOTION TO APPROVE MINUTES

Motion by Kivell, supported by Parisien

Motion to approve the minutes as presented

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS- None

AGENDA

CM 6-2-19 MOTION TO APPROVE AGENDA

Motion by Parisien, supported by Kennedy

Motion to approve agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

Judy Keeling of 62180-5 Arlington Circle stated Mary's mantra is volunteer. She stated the Chief of Police and Sergeant Doug come to coffee on Monday mornings and she put them to work and they always help. She then stated that she, her friend Margie and her son worked for 18 hours of gardening at the historic village from the sidewalk to the sign so she wanted Mary to know she is heard.

DISCUSSION- Downtown

Bob Donohue stated they have had a good response for contributions for the Veterans Memorial and they will have a formal announcement where they are at, then when all is ready, they will have a presentation for the American Legion Post soon.

Mr. Donohue stated they are working on the final version of the citywide business survey. The group he has been meeting with will meet again on Thursday of this week to work toward the final version. He stated he heard from everyone on Council and he thanked them for their input.

Mr. Donohue stated the over the road banner is now in place. He thanked the Police Department, Fire Department, the DPW as well as the DDA for all their work on getting this done. He stated there will be some tweaking downtown, the trees in the right-of-way needs to be trimmed.

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Mr. Donohue stated everyone seems like everyone wants everything thing all at once. So, he wanted to update everyone on the progress of the DDA in the past few years. He stated from July 2016 – June 2017 we had \$2,166,000 of rehabs in the downtown only. He stated we had building sales, which were 399 S Lafayette, 116 & 117 N Lafayette and 134 E Lake, the total cost of those 3 buildings were \$1,400,000. The total for the first year after joining the management program we had \$3,566,000 of investments in the downtown.

Mr. Donohue stated in the second year of the program, we had rehabs that totaled \$2,201,000. He stated there were 4 buildings that sold for a total of \$1,735,000. The addresses were 101 N Lafayette, 105 N Lafayette, 110 N Lafayette and 113 E Lake. Therefore, the total investment in the downtown the second year was \$2,936,000.

Mr. Donohue stated during the period of November 2018 and June 2019 we had 2 building sales, which were 111/113 N Lafayette and 135 E Lake. He further stated the total for those sales are \$260,000. He then stated the total sales and rehabs from July 2016 through now is \$7,762,000.

Mr. Donohue stated the 2 buildings that were sold recently are forecasted for private investment of 111/113 N Lafayette is \$450,000. And 135 E Lake is forecasted at \$1,200,000. Mr. Donohue stated the total investment in the DDA from July 2016 to now has been \$9,412,000.

Mr. Donohue stated we have embraced the Mainstreet program. In just the last year we have accomplished: Economic vitality, we have had over 70 new jobs in the past year. The industries in the City, there is a plan for an expansion in all the industries. He stated in the last fiscal year we completed the no truck turns in town, we have updated the liquor license process and ordinance.

He further stated they have had their 3rd annual DDA board retreat. We are now having on the 4th Thursday of every month, the downtown business and property owner meeting. He then stated the DDA By-laws were amended. They are now tracking all of the City events in an event guide that is distributed throughout the City. The Farmers Market season has been even better than before. We created a banner policy and the Ladies Night Out was more successful than any other in the past. Mr. Donohue stated the downtown Trick or Treat was the largest ever. He stated last year we had the first Motorfest. Mr. Donohue stated we have been featured on the cover of Lyon Today. We have had a small business Saturday month for the last 2 years. He stated we have been working with building owners to keep our architectural heritage and people are doing it because they care, we have started a historic preservation ethic. He stated it reminds him of Marshall, Michigan. They are one of the leaders in preservation in Michigan and we can be too. We are making great strides. Mr. Donohue there will be 5 building rehabs that will be completed by the end of the summer. Mr. Donohue stated there are a lot of things we should be proud of. We take things for granted. He stated we should have the greatest year ever. He further stated they are hoping to have tenants in place by November of this year in the 111/113 N Lafayette. He stated the complete historic preservation as well as an addition of a 3rd floor on the 135 E Lake building. It is because they care. Mr. Donohue stated we have new garbage bins in the downtown that were made by a local company out of recycled material, and we have a new flower vendor for the flowers in town. Mr. Donohue stated we have had more vendors and more sponsors than ever before at the Farmers Market. Mr. Donohue stated we would love to have a picture of the last over the road banner which was in the 1960s if anyone has access to one. Mr. Donohue stated it normally takes between 2-5 years to change the culture, and we are ahead of that schedule. He further stated the City has always supported the downtown. Mr. Donohue stated our City is sometimes compared to other cities, such as Howell. Other communities we are compared to joined the Mainstreet program many years ago. Howell began in 1999, Milford 1980's, Plymouth 2000, Northville the 80's and Brighton in the 1990's. They all began way before the City of South Lyon did. He stated 3 years in we should be proud. We have a retail vacancy rate of 1% and an office vacancy rate of 3%.

Councilmember Parisien thanked Bob for the information and the presentation. She stated we are getting there and it maybe slow, but we are making progress. She stated there were growth problems with the other communities in the past as well. Mr. Donohue stated it is a team effort. Councilmember Parisien stated a resident sent her an email about our growth compared to our Master Plan. Mr. Donohue stated the Master Plan is a flexible guide for the future. Council adopted that plan 2 years ago. It is a good plan and what we are seeing is that plan is for everything north of the South Lyon Hotel and south of the coffee shop to Reynold Sweet Parkway. Mr. Donohue stated we are actively having conversations almost daily regarding people interested in purchasing some of the properties, but the issue is cost. Mr. Donohue stated the master plan talks about historic preservation. Councilmember Parisien asked if we can get a quarterly update on how we are comparing with the Master Plan. Mr. Donohue stated he will. Mr. Donohue stated the DDA is very comfortable with the Mainstreet Program. We can emphasize that more in the future. We are now requiring that every event needs a work plan and a budget. This is the first year getting serious about an action plan, but actually acting on it.

Councilmember Kurtzweil stated she is hearing tremendous kudos from people that are now hanging around our downtown that haven't in the past. She stated it is a good thing that people are noticing the change. She stated she wants to provide support and commitment as much as she can because the culture in the downtown had to change. We had businesses in the past that didn't paint the inside of their business in 30-40 years and they smell like a moldy basement. There are people that hadn't changed their windows and so on, but it affects everyone. We need individuals like Mr. Donohue to fight these battles and change the culture in the downtown showing them how to be successful in the downtown. They need to bring a commitment to the downtown. Mary Poole has been outstanding on how the downtown needed to change, and she has been on this course ever since she came to town and people are finally getting it. Councilmember Kurtzweil stated the interest rates are very low which is aiding the businesses to work on their buildings. She stated it may change later in the summer, but this is a good time to get out there and borrow money. She further stated we have a very good job market which makes for favorable economic times. She then stated Mr. Donohue is doing a fabulous job.

Councilmember Kennedy stated he appreciates the update and sometimes you just don't notice what is happening on a daily basis until you sit back and take a look at everything has been accomplished. He further stated he appreciates what Mr. Donohue has brought to the table such as the Main Street program. Councilmember Walton stated she loves the event guide; she would like to see that delivered to everyone in the City.

Councilmember Kivell stated we are in a terrific situation. We have a market growing hugely around us which makes our downtown much more valuable to everyone. He stated if we can continue on this direction and it is very useful to have Mr. Donohue here because he has done this before and he knows what works and what doesn't. He further stated the master plan is a good document but it is flexible. People have the ability to get a sense of what the direction is for any particular location in the downtown. He further stated this is great news, having a few landlords move out of the picture has come to be a blessing for us.

NEW BUSINESS

1. People's Express

City Manager Zelenak stated Doug Anderson of People's Express asked to meet with Council to discuss the procedures for their transportation. They are having high usage by the residents of South Lyon. They

accommodate our residents above the language in the contract and he wanted to let Council know they will be abiding more closely to the contract.

Doug Anderson of People's Express stated the residents use of People's Express has doubled. He stated he is worried that we will all be getting a lot of calls. He stated the problem being is the contract reflects a driver and a bus for 8 hours and sometimes we are doubling that to get the South Lyon residents where they want to go. He stated they have to tighten up. Just in the City we are doing 400 trips per month which has quadrupled in the last few years. He stated this causes him to bring several other vehicles in. He cannot do that anymore. This began 4 years ago, but it was more in spurts. The last couple years it has started costing. He stated he may have to have someone on a bus for 40 minutes to Kroger to stop and pick up other people. He further stated he now has 3 trips to Providence Hospital per day. We use to have maybe 1. We now have multiple wheel chair users per day. We have to cut back on some things. We can do all the rides to places in town. Mr. Anderson stated they will no longer be able to do the Providence trips, or the Walmart trips. He stated he knows everything has grown so much in this area. He stated he bought a house and fixed it up in a year, and he slept one night in the house, when his realtor contacted him with an offer. He stated the City is nice. He stated they will be able to transport the residents, but they may not be happy about the process. Mayor Pelchat thanked him for letting us know what the issues are. Councilmember Parisien stated her concern is how do we let everyone know what the new regulations are. Mr. Anderson stated he is going to be handing out flyers to all the people that ride and will have them available at the senior centers. Councilmember Parisien asked the City Manager how we can let everyone know. City Manager Zelenak stated we will post the information on the website when we have the information. Councilmember Kivell stated he knows there are many people that depend on People's Express to get them to doctor appointments at Providence. He then asked if there is some potential in having a group go to Providence, even though they may have to wait longer. Mr. Anderson stated they will probably look at making a trip out there in the morning, then a trip in the evening. It won't be completely cut off, it is just going to be different. He stated part of it is people treat it as a taxi, and they can handle 12-20 people, but some people don't like the big steps up on the larger bus. He further stated a lot of the problem is they use to do the transportation and Colonial Acres was 50%-60%. Now it is only 30% of the riders. Now we are picking people up from their homes in subdivisions. It is very different picking up most of the riders in one area, than going into multiple different subdivisions. Councilmember Kivell stated he is thankful they have thought it through and they have a strategy to still make it successful, but not as convenient. Councilmember Richards stated he uses People's Express and he is a regular customer, he goes to Walmart 5-6 times a year, he enjoys picking up the other ladies. We all know there is a Walmart day, and there is a Meijer day, and a Kroger day. He stated he couldn't get a ride to Providence today, but he found a ride back. He further stated we might be able to schedule doctor appointments on the same day. He stated there are other possibilities. Mr. Anderson stated they are going to try to get people to Providence, but Walmart and Meijer aren't a high priority.

BUDGET- None

MANAGER'S REPORT

City Manager Zelenak stated representatives from Michigan's Department of Environment came out to the sewer treatment plant for an inspection. During the inspection they found certain items not in

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compliance with regulations. One of the items was to have our treatment plant be under a certified operator. With the hiring of our new DPW Director on July 1st, we will then be in compliance. He further stated with items that are in the next budget year, we will be complying with other items outlined in their report.

City Manager Zelenak stated reps from Michigan Seamless Tube and a DEQ representative will be attending the July 22nd meeting for a presentation to Council.

City Manager Zelenak stated we will be redeveloping our website and staff is currently developing ideas and concepts for the new website. He will update Council as we move forward.

City Manager Zelenak stated we were approved to receive funds from the County's pilot road fund which will help with some crack sealing, repairs and roadwork.

City Manager Zelenak stated we had our well #4 go down. That is located in McHattie Park. We have that and well #2 to be upgraded and we have items and applications into the DEQ so we can make the repairs to ensure the residents in the community have an adequate water supply as well as for firefighting use.

Councilmember Parisien stated cities are going green and other communities are using Microsoft pros or ipads instead of making the paper packets every other week. It will save the employees at City Hall time as well. City Manager Zelenak stated we have looked into this and this is something Council will have to decide. He has done this in another community and it saves money as well as time. He stated we can provide something with Council in the future, although it isn't in the current years budget.

Councilmember Parisien asked if this can be on an agenda in the future to be more environmentally friendly. Mayor Pelchat stated he tried using his ipad, but he would suggest we look at something with a mouse because sometimes it is hard to keep up with the conversation while scrolling through the packet.

Councilmember Walton stated she brought this up several months ago, and she did try it, but she also had trouble keeping up because she was only printing certain items, so she was missing items.

Councilmember Kivell stated he hadn't thought about trying to scan through the ipad while trying to keep up on the discussion. He writes a lot of notes on his agendas, but he could always print out the pages he needed. Mayor Pelchat reminded everyone to recycle whatever it is we aren't using or keeping in our files. City Manager Zelenak stated he will bring that back as an agenda item to discuss the cost and the savings. Councilmember Kennedy reminded everyone that the Salem South Lyon Library has recycle bins in the front of their building and they receive money for that.

Councilmember Richards stated his question is regarding the Peerless efforts on well #4. He knows the strata underground is fairly wide and it is down. He then asked why do they want to put in an offset well. City Manager Zelenak stated we do have qualified staff and they looked at what they were doing and what needed to be done. There are damaged well pipes under there and there is damage in the well and in the casing. To fix that, they would have to change the width and it could restrict the supply of water. By putting in an offset well, and going with the larger diameter will give us adequate supply for the community. Councilmember Richards stated he would like to see more information on the depth of the well and the water volume they are anticipating. City Manager Zelenak stated he supplied Council with the information that they are looking at 1,000 gallons per minute. They did drop a camera down there and our staff was there at the time and saw the damage.

Councilmember Walton stated the residents that live in that area feel like they are on display, they only have a chain link fence. City Manager Zelenak stated there are other parking lots that are shielded, right now we are looking at that location to see if we are going to put in another tank in that location, we don't

have it included in this years budget but we will be reviewing that when we get the results back about the capacity tank we need to have as the back up to repair the one million gallon tank that is there now. Councilmember Walton stated right now they are staging their construction equipment in that area so maybe they can put up some kind of temporary wall or some type of enclosure. City Manager Zelenak stated if that is desired by Council, we can look at it because that is not included in the budget. Councilmember Walton then asked if the company could put up some kind of temporary wall, anything we can do for the residents because it is so unfair to them.

Councilmember Kivell asked about when the gas lines will be completed. City Manager Zelenak stated he hasn't been told by Consumers when they would be finishing.

Councilmember Richards stated at the southeast corner of the Methodist Church there is a large what appears to be a water main and there is a green pipe which is a gas line that goes directly to the tube mill, that is not a consumer's energy gas line. There is more than one or two lines in that stretch of road. Councilmember Kurtzweil asked if the bids are ready to go out with respect to the work at the DPW yard. City Manager Zelenak stated he has met with HRC regarding several projects, such as the surveying of the Cemetery, the sewer lines that will go beneath the railroad tracks, and the DPW yard, regarding getting the contract done for the land balancing and the removal of material at that site. He further stated there are two items we are working on such as the contract for having the land leveling and removal of material to put in the retention and detention ponds.

Mayor Pelchat stated at times Chief Sovik and Chief Vogel have something to add to the meeting, he then asked if Chief Sovik had anything he needed to discuss. Chief Sovik stated the Rail Trail will have temporary closures this week between Dixboro and McMunn throughout the week for tree trimming, removal, and landscaping. It will be completely blocked off on June 29th and 30th. Chief Sovik stated they had to round up a pot-bellied pig that was on the loose.

Chief Vogel stated we received a grant for an imager and we received the imager this week. Chief Vogel stated while listening to the People's Express, it gave him concern that if people aren't able to use them for their doctor appointments, it could lead to more use of the ambulance. He stated he has watched the numbers and we are already a hundred runs over last year. If people can't use People's Express, or Lyft or Uber, will they be calling the ambulance. Councilmember Parisien asked if he was going to train his people to be prepared for the influx. Chief Vogel stated they do that a lot. He stated with the dispatch that we have, we have had trouble getting to calls we needed to go to versus some we didn't need to go to. He further stated part of the problem was training. Councilmember Parisien asked if he can continue to monitor the runs. Chief Vogel stated he is working on a report trying to find out why the runs have escalated 30%. Councilmember Walton asked if we could have someone go to Colonial Acres and show them how to use Lyft or Uber. Mayor Pelchat stated that is a good point. It would be a very good idea to have some kind of presentation showing people how to use other transportation.

PUBLIC COMMENT

Judy Keeling of 62180 Arlington Circle stated she would be glad to be the contact person for Phase 5 and she can set up what is needed to have a presentation at the club house.

Ms. Keeling stated she had someone call her about a recycling can. She said she contacted City Hall, and they were told to contact the garbage company, and they told her to call their management company.

Steve Seiler stated a lot of insurance companies supply rides, such as Humana, Malena. Mr. Seiler stated he lives at Washington Manor and we are concerned about people using their property as an easement to walk into the City from the new apartments that are going in. He further stated he thinks the apartment complex is looking into other means such as shrubbery and such to keep that from happening. Mr. Solomon stated he has a book called "The rise of Faygo" of the history of Faygo and the family that founded Faygo. He further stated he has a large Faygo collections and over 300 pictures in the book. He further stated his daughter-in-law Jennifer has been giving history tours around town and he just wanted to get the word out on that.

COUNCIL COMMENTS

Councilmember Kennedy complimented the South Lyon Historical Society for having State Representative Kathy Crawford present an historical overview of the Walled Lake Amusement Park and Casino. It was certainly an interesting and informative event. He then recognized the Salem-South Lyon District Library for two recent events they held. The first was the Touch-a-Truck event last week that was supported by a number of companies and municipalities including the City of South Lyon. Our thanks to Paul Zelenak, Chief Vogel, Chief Sovik and Ron Beason for allowing the Fire, Police and Water-Wastewater Departments to participate and support this community event. The other SSLDL event was a music and Q&A session with Wayne Kramer, guitarist from the MC5 that was held on Friday evening. The two-hour event stretched into 4 hours with more than 115 people attending, including one individual who drove down from Marquette to be there. Just another great example of the quality programs our library brings to our community. Councilmember Kennedy encouraged everyone to come out for the Concert in the Park on Friday featuring Gemily at 7:00pm in the Historical Village. He then reminded everyone it's the fourth Wednesday of the month so it's time for the Lake Street Cruise-in once again starting at 6:30pm, it will be a great time for the family.

Councilmember Richards stated the historical program was captivating and they had near record attendance.

Councilmember Richards stated the village is very busy with weddings, and they have already had two this year. He reminded everyone that the museum is closed when there is a wedding in the park. He further stated McHattie Park has been busy with picnics and birthday parties. He further stated the DPW takes great care of our park.

Councilmember Richards stated he was there when the over the road banner went up. This is a testament of cooperation of DPW and Police as well as Bob Donohue. He stated they put the poles up and he thinks they are \$3,000 each. He further stated they were put up on a square and the banner is put up with a laser beam and it is 14 ft. 6 inches off the ground. He further stated it is a testament between our departments or we would have had to hire a rigging company.

Councilmember Richards stated the swimming pool for the swim club is coming along. He stated he has looked in the windows and there is water in the pool, but he hasn't seen anyone in there. There is a sign that says they are taking reservations.

Councilmember Richards stated there is a new ice cream parlor coming in next to the bakery. He is looking forward to it, we need more variety in our town.

Councilmember Walton asked that Ms. Keeling have her resident come into City Hall for the information regarding the recycling carts, or maybe the library. She stated the Faygo book sounds very interesting. She further stated the library allows people to rent space in their showcases.

Mr. Sieler stated a friend of his passed recently that was a former police chief, Charles Buers and the fire department did a great job when he passed away, they had the fire truck with the flag up and they helped with the pallbearers.

Councilmember Walton then stated she wanted to give a shout out to the Kiwanis for delivering 60 blankets to Motts Hospital. She stated that is just another thing showing how great our community is.

Councilmember Parisien thanked Judy Keenan for volunteering her time. She then reminded everyone that packets can be picked up at City Hall if anyone is interested in running for Council or Mayor. If you are interested in volunteering, you can also join a board or commission. She thanked all the volunteers that are already on the boards and commissions.

Councilmember Kurtzweil stated the sponsors are still coming in for the Lake Street Cruise In. She said there is a special thanks to Lake Street Tavern, here in South Lyon. She thanked Lyon Homescape, here in town, National Mechanics from Whitmore Lake, Nita Alexa Studio here in town, Performance Creative Resources from Brighton, Phil Wierpert, our County Commissioner and Roger Colissimo from Quicksilver Printing here in town. She further stated Roger is always supporting our local events. He is a remarkable business owner. She stated the events like Lake Street Cruise-In, the Farmers Market and Pumpkinfest are successful in part by the sponsors, the permits aren't free, the insurance isn't free so the sponsors help with all of our events. We have another Lake Street Cruise-In this Wednesday and there will be a rib fest at the Corner Café. She then thanked Kathy Crawford our State Representative for her informative and entertaining program she gave at our Historical Depot about the Walled Lake Amusement Park. The interesting part was how it transitioned into a conservatory. She stated they established a land trust to preserve that land and now it is a passive park. That was the most fascinating. She then thanked Kathy Crawford for the event guide for the entire state of Michigan.

Councilmember Kurtzweil thanked Ron, Freddie, John, Mike, and Umberto and all the other DPW workers for all their work at Paul Baker Park. All the landscaping had to be rebalanced and everything was overgrown. Then on Tuesday they finished the job and they checked all the lamp lights and they are all working. They painted the gazebo, then she and Councilmember Walton took the day off to finish the work so everyone could enjoy the park. She stated the light system in the fountain looks beautiful, they are red, white and blue and it is stunning. She thanked the DPW again.

Councilmember Kivell stated we had perfect weather at the last Farmers Market and it was great to see the Police and Fire Department there as well. He stated the market itself was very vibrant and busy. Councilmember Kivell asked if Council would consider taking a few hours to have another vision meeting of what we want to see in the future. He stated he would also like to have a meeting between Council and the Planning Commission.

Mayor Pelchat stated he thinks that is a great idea. He stated he thinks maybe we should have a joint meeting with Lyon Township in the future as well.

Mayor Pelchat thanked Doug Anderson for coming forward with the information on People's Express. We need to be prepared to deal with this issue.

Mayor Pelchat reminded everyone the American Legion golf outing is July 27th, it will be fun day.

Mayor Pelchat stated he will be meeting with Attorney Wilhelm and City Manager Zelenak to discuss how to handle the Manager's annual review.

Mayor Pelchat stated he met with the owners of the new apartments going in and the owner is open to alleviating any issues that the residents of Washington Manor may have.

CLOSED SESSION:

CM 6-3-19 MOTION TO ENTER INTO CLOSED SESSION

Motion by Kivell, supported by Parisien

Motion by enter into closed session pursuant to Sections (e) and (h) of the Open Meetings Act, MCL 125.268(e) and (h) to consult with attorney regarding trial or settlement strategy in the pending lawsuit, Alexanders Polish American Restaurant v City of South Lyon

ROLL CALL VOTE: Parisien- Yes
 Kivell- Yes
 Kennedy- Yes
 Richards- No
 Walton- No
 Kurtzweil- No
 Pelchat- Yes

MOTION FAILED

Mayor Pelchat asked if anyone would share why they denied the City the right to discuss the lawsuit with our Attorney. Councilmember Kurtzweil stated she doesn't vote to go into closed meetings. She further stated this is nothing the public doesn't already know.

Councilmember Richards stated normally he is for closed sessions, if they are necessary. He stated everyone in town is aware of this. He believes the City's position is strong and there is no way they will lose. Councilmember Walton stated she has never voted to go into closed session. Councilmember Parisien stated the open meetings act allows for the City to have a closed session regarding attorney client privilege, especially if there is litigation to discuss with our attorney privately to discuss our plan to strategize for our defense. Mayor Pelchat stated he feels like the 3 of them have put the City in a position where we are unable to take a position on that. Councilmember Kurtzweil stated the Mayor isn't acting very Mayoral. We have different positions on Council and that is the bottom line. You seem to get offended when people don't rubber stamp what you want. You don't allow people on Council to have different opinions, which is what people find offensive about you. No one is jeopardizing the City; everyone knows about this. She then stated there are no secrets here, everyone knows about this. She stated the personal attacks are inappropriate. There is no reason to get upset it. We have different opinions on transparency of government. Mayor Pelchat stated he isn't upset, we all have an email address and telephones, maybe someone could reach out and say how you feel about this, but you just like to do the gotchya moment as you have done for the previous 3 years. Councilmember Richards stated he thinks it is a disservice to the residents to go into a closed session on this matter. He further stated we can resolve this whole thing in an open meeting, it can easily be resolved. It will just cost both parties more money.

Attorney Wilhelm stated he wants to clarify that the closed session was on his request. He stated this is our opportunity to present any information or discuss the information with this body as a whole. His perspective is he understands the right for people to vote yes or no, but this is our request to meet with our client and provide legal advice. He further stated at some point; this type of vote has caused problems in the past. This was our opportunity to discuss the issue with their clients.

ADJOURNMENT

CM 6-4-19 MOTION TO ADJOURN

Motion by Kivell, supported by Kennedy

Motion to adjourn the meeting at 9:15

VOTE: MOTION CARRIED UNANIMOUSLY

Mayor Dan Pelchat

Clerk/Treasurer Deaton

DRAFT

FINANCIAL REPORT FOR JUNE 2019

GL NUMBER	DESCRIPTION	2018-19		ACTIVITY FOR MONTH 06/30/2019 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDDT USED
		AMENDED BUDGET	YTD BALANCE 06/30/2019 NORMAL (ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND							
Revenues							
101-000.000-402.000	REAL PROPERTY TAX	4,127,644.00	4,126,534.07	63,185.21	1,109.93	99.97	
101-000.000-423.000	SOUTH LYON WOODS TAX	1,100.00	1,535.00	94.50	(435.00)	139.55	
101-000.000-444.000	PAYMENT IN LIEU OF TAXES	500.00	0.00	0.00	500.00	0.00	
101-000.000-446.000	PENALTIES AND INTEREST	9,600.00	8,653.73	0.00	946.27	90.14	
101-000.000-451.000	BUILDING PERMITS	175,000.00	389,039.25	45,084.00	(214,039.25)	222.34	
101-000.000-452.000	HEATING & PLUMB. REFG. PERMI	33,000.00	34,350.00	2,798.00	(1,350.00)	104.09	
101-000.000-453.000	ELECTRICAL PERMITS	28,000.00	40,546.50	2,413.00	(12,546.50)	144.81	
101-000.000-454.000	LICENSES & BUSINESS MISC.	3,000.00	3,658.00	574.00	(658.00)	121.93	
101-000.000-570.000	STATE SHARED REV.	1,001,177.00	1,197,144.10	324,044.00	(195,967.10)	119.57	
101-000.000-570.100	BOARD REVS	119,000.00	183,422.81	85,589.02	(64,422.81)	154.14	
101-000.000-600.000	BOARD OF APPEALS	0.00	900.00	0.00	(900.00)	100.00	
101-000.000-600.100	REZONING FEES	0.00	350.00	0.00	(350.00)	100.00	
101-000.000-630.000	ADMIN FEE PROPERTY TAX	95,000.00	96,490.90	1,443.15	(1,490.90)	101.57	
101-000.000-634.000	GRAVE OPENINGS & FOUNDATIONS	37,000.00	40,160.09	7,705.00	(3,160.09)	108.54	
101-000.000-635.000	W & S ADMIN. CHARGES	0.00	0.00	0.00	0.00	0.00	
101-000.000-642.000	POLICE	40,000.00	33,517.52	1,147.23	6,482.48	83.79	
101-000.000-661.000	PARKING VIOLATION	750.00	615.00	0.00	135.00	82.00	
101-000.000-662.000	LOCAL COURT FINES	30,000.00	21,986.37	0.00	8,013.63	73.29	
101-000.000-663.000	REFUND-(FOR COST OF ARREST)	0.00	0.00	0.00	0.00	0.00	
101-000.000-664.000	INTEREST	5,500.00	26,810.26	0.00	(21,310.26)	487.46	
101-000.000-664.200	PARK AND REC. INTEREST	0.00	1,376.21	0.00	(1,376.21)	100.00	
101-000.000-664.700	INTEREST-MOBILE TOWER	0.00	0.00	0.00	0.00	0.00	
101-000.000-665.000	INTEREST-TRANS.CEMETERY INTRE	0.00	0.00	0.00	0.00	0.00	
101-000.000-665.200	INTEREST-TRANSFER FROM C&S	0.00	0.00	0.00	0.00	0.00	
101-000.000-666.000	INTEREST-EQUALIZ. & CONTINGENC	0.00	453.94	0.00	(453.94)	100.00	
101-000.000-668.000	RENTS & ROYALTIES	0.00	0.00	0.00	0.00	0.00	
101-000.000-668.200	RENTS AND ROYALTIES-CABLE	140,000.00	125,950.95	0.00	0.00	0.00	
101-000.000-668.300	LEASE--ANTENNA	42,000.00	44,823.18	3,498.40	14,049.05	89.96	
101-000.000-668.400	RENTAL PROPERTIES	8,800.00	2,610.00	0.00	(2,823.18)	106.72	
101-000.000-669.209	CONTRIBUTION-PERPETUAL CARE	50,000.00	42,851.00	0.00	6,190.00	29.66	
101-000.000-673.000	SALES OF FIXED ASSETS	0.00	209.41	0.00	7,149.00	85.70	
101-000.000-675.200	CONTRIBUTIONS-WINTER EVENTS	0.00	900.00	0.00	(209.41)	100.00	
101-000.000-675.600	CULTURAL ARTS REVENUES	0.00	900.00	0.00	(900.00)	100.00	
101-000.000-676.005	CONTRIBUTION TO PARKS & REC	0.00	200.00	200.00	1,000.00	0.00	
101-000.000-680.000	REIMBURSEMENT FROM HVA	0.00	0.00	0.00	(200.00)	100.00	
101-000.000-680.000	GRANT MONEY	0.00	1,000.00	0.00	0.00	0.00	
101-000.000-694.300	PYMT. OF SIDEWALKS BY RESIDEN	0.00	0.00	0.00	(1,000.00)	100.00	
101-000.000-694.400	CONTRIB. FOR PARK BENCHES	0.00	0.00	0.00	0.00	0.00	
101-000.000-698.000	MISCELLANEOUS	50,000.00	75,706.44	(85,183.31)	(25,706.44)	151.41	
101-000.000-698.100	FIRE MISC.	0.00	2,020.00	1,645.00	(2,020.00)	100.00	
101-000.000-698.200	PRIOR YEARS TAXES	4,500.00	10,756.20	2,279.20	(6,256.20)	239.03	
101-000.000-698.210	WEDDING PROCEEDS	3,000.00	5,950.00	650.00	(2,950.00)	198.33	
101-000.000-698.220	MMRMA DIVIDENDS	30,000.00	66,192.00	0.00	(36,192.00)	220.64	
101-000.000-698.230	SMART CREDITS	13,000.00	9,280.43	9,280.43	3,719.57	71.39	
101-000.000-698.300	PROCEEDS FROM DEBT	0.00	0.00	0.00	0.00	0.00	
101-000.000-698.600	GRANT MONIES--FIRE DEPT.	19,137.00	0.00	0.00	19,137.00	0.00	
101-000.000-698.800	GRANT MONIES-POLICE DEPT.	0.00	0.00	0.00	0.00	0.00	

PERIOD ENDING 06/30/2019

FINANCIAL REPORT FOR JUNE 2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 06/30/2019 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2019 INCREASE (DECREASE)	NORMAL (ABNORMAL)	AVAILABLE BALANCE	% BDT USED
Fund 101 - GENERAL FUND							
Revenues							
101-000.000-698.900	GRANT MONIES-CULTURAL ARTS	2,000.00	1,739.00	0.00		261.00	86.95
101-000.000-699.000	TRANSFERS IN	0.00	0.00	0.00		0.00	0.00
101-000.000-699.209	TRANSFER IN FROM CEMETERY FUN	0.00	0.00	0.00		0.00	0.00
Total Dept 000.000		6,069,708.00	6,597,792.36	466,446.83		(528,084.36)	108.70
TOTAL REVENUES		6,069,708.00	6,597,792.36	466,446.83		(528,084.36)	108.70
Fund 101 - GENERAL FUND:		6,069,708.00	6,597,792.36	466,446.83		(528,084.36)	108.70
TOTAL REVENUES							

EXPENDITURE REPORT FOR CITY OF SOUTH LYON

PERIOD ENDING 06/30/2019

FINANCIAL REPORT FOR JUNE 2019

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE		ACTIVITY FOR		AVAILABLE BALANCE	% BDTG USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	06/30/2019 NORMAL (ABNORMAL)	06/30/2019 INCREASE (DECREASE)	MONTH 06/30/2019 INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND									
200.000 - ADMINISTRATION		1,402,836.00	1,490,978.30		183,421.32	(88,142.30)	106.28		
276.000 - CEMETERY		118,640.00	102,518.94		9,878.03	16,121.06	86.41		
295.000 - SENIOR TRANSFORMATION		78,926.00	78,712.00		6,577.00	214.00	99.73		
300.000 - POLICE		2,778,149.00	2,586,181.36		199,701.20	191,967.64	93.09		
335.000 - FIRE		659,306.00	520,062.12		41,075.38	139,243.88	78.88		
346.000 - AMBULANCE		1,180.00	79.82		0.00	1,100.18	6.76		
440.000 - DEPT. OF PUBLIC WORKS		739,412.00	690,318.02		48,398.92	49,093.98	93.36		
690.000 - PARKS AND RECREATION		189,857.00	149,695.51		16,827.99	40,161.49	78.85		
732.000 - HISTORICAL DEPOT		28,495.00	22,215.52		1,112.67	6,279.48	77.96		
800.000 - CABLE COMMISSION		4,025.00	3,942.05		1,075.32	82.95	97.94		
802.000 - CULTURAL ARTS		3,875.00	1,264.91		0.00	2,610.09	32.64		

Fund 101 - GENERAL FUND:

TOTAL EXPENDITURES

6,004,701.00

5,645,968.55

508,067.83

358,732.45

94.03

FINANCIAL REPORT FOR JUNE 2019

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	NORMAL (ABNORMAL)	06/30/2019	06/30/2019	MONTH 06/30/2019	INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	% BDTG USED
Fund 202 - MAJOR STREETS										
000.000		0.00		0.00		0.00		0.00		0.00
212.000	- ACCOUNTANT	5,600.00		4,290.00		0.00		1,310.00		76.61
451.000		150,000.00		784.62		0.00		149,215.38		0.52
463.000	- STREET-ROUTINE MAINT.	184,500.00		142,310.02		10,415.25		42,189.98		77.13
474.000	- TRAFFIC SERVICES	16,431.00		7,155.86		1,708.80		9,275.14		43.55
478.000	- SNOW PLOWING	85,722.00		85,720.85		0.00		1.15		100.00
479.000	- SNOW REMOVAL	6,801.00		6,800.41		0.00		0.59		99.99
485.000	- TRANSFER BETWEEN FUNDS	168,162.00		0.00		0.00		168,162.00		0.00
491.000	- STORM SEWER	11,438.00		8,207.08		1,213.15		3,230.92		71.75
TOTAL EXPENDITURES		628,654.00		255,268.84		13,337.20		373,385.16		40.61
Fund 202 - MAJOR STREETS:										
TOTAL EXPENDITURES		628,654.00		255,268.84		13,337.20		373,385.16		40.61
Fund 203 - LOCAL STREETS										
000.000		0.00		0.00		0.00		0.00		0.00
212.000	- ACCOUNTANT	5,600.00		4,290.00		0.00		1,310.00		76.61
451.000		475,000.00		36,414.53		0.00		438,585.47		7.67
463.000	- STREET-ROUTINE MAINT.	167,774.00		129,852.03		9,781.02		37,921.97		77.40
474.000	- TRAFFIC SERVICES	7,603.00		3,710.29		788.33		3,892.71		48.80
478.000	- SNOW PLOWING	71,821.00		71,816.09		0.00		4.91		99.99
485.000	- TRANSFER BETWEEN FUNDS	0.00		0.00		0.00		0.00		0.00
491.000	- STORM SEWER	17,363.00		8,250.75		1,923.05		9,112.25		47.52
TOTAL EXPENDITURES		745,161.00		254,333.69		12,492.40		490,827.31		34.13
Fund 203 - LOCAL STREETS:										
TOTAL EXPENDITURES		745,161.00		254,333.69		12,492.40		490,827.31		34.13

PERIOD ENDING 06/30/2019

FINANCIAL REPORT FOR JUNE 2019

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE		ACTIVITY FOR	AVAILABLE		% BDTG USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	06/30/2019	06/30/2019		MONTH 06/30/2019	NORMAL (ABNORMAL)	
Fund 592 - WATER & SEWER									
452.000		0.00	0.00			0.00	0.00	0.00	0.00
540.000	- WATER / REPAIR	121,861.00	143,563.15			10,921.04	(21,702.15)	117.81	117.81
550.000	- SEWER / REPAIR	170,306.00	127,825.53			6,947.79	42,480.47	75.06	75.06
555.000	- REFUSE COLLECTION	534,240.00	512,714.59			42,833.55	21,525.41	95.97	95.97
556.000	- WATER	1,124,449.00	1,047,101.77			78,441.66	77,347.23	93.12	93.12
557.000	- WASTEWATER	1,258,733.00	306,533.91			(710,030.67)	952,199.09	24.35	24.35
TOTAL EXPENDITURES		3,209,589.00	2,137,738.95			(570,886.63)	1,071,850.05	66.60	66.60
Fund 592 - WATER & SEWER:									
TOTAL EXPENDITURES		3,209,589.00	2,137,738.95			(570,886.63)	1,071,850.05	66.60	66.60

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CHECK REGISTER FOR CITY OF SOUTH LYON
 CHECK DATE FROM 06/13/2019 - 07/05/2019

Check Date	Check	Vendor Name	Description	Amount	Status
Bank 01 GEN FUND CHECKING					
06/13/2019	76774	ADVANCE AUTO PARTS	BRAKE PADS FOR CHIEF'S CAR	94.23	Open
06/13/2019	76775	AMAZON CAPITAL SERVICES	OTTERBOX DEFENDER CASE FOR IPAD SQUEEGERS	49.99 45.95 <u>95.94</u>	Open Open Open
06/13/2019	76776	ARBOR SPRINGS WATER CO., INC.	5 GAL. WATER & SERVICE CHARGE WATER WATER	25.50 25.50 38.50 <u>89.50</u>	Open Open Open Open
06/13/2019	76777	AT&T	SERVICE DATES 06/01/2019 TO 06/30/2019	146.66	Open
06/13/2019	76778	AUSTIN TRUDELL	REPLACEMENT CHECK FOR WAGES EARNED 1/17	83.53	Open
06/13/2019	76779	BASIC	JUNE 2019 FEES FOR SECTION 125 FSA PLAN FSA MONTHLY FEE - APRIL 2019	86.40 86.40 <u>172.80</u>	Open Open Open
06/13/2019	76780	BROWNELLS, INC.	RIFLE REPLACEMENT PARTS	161.58	Open
06/13/2019	76781	CITY OF NOVI TREASURER	DISPATCH & LOCK UP SERVICES 04/01/2019	32,048.50	Open
06/13/2019	76782	CONSUMERS ENERGY	335 S. WARREN ST. SERVICE PERIOD MAY 3, 318 W. LAKE ST. SERVICE PERIOD MAY 3, 2 215 WHIPPLE ST. SERVICE PERIOD MAY 3, 2 215 WHIPPLE ST. GENERATOR SERVICE PERIO 300 DOROTHY ST. SERVICE PERIOD MAY 3, 2 300 DOROTHY ST. #B SERVICE PERIOD MAY 3 250 DOROTHY ST. SERVICE PERIOD MAY 3, 2 UTILITY BILL SERVICE PERIOD MAY 3, 2019 214 W. LAKE ST. SERVICE PERIOD MAY 3, 2 219 WHIPPLE ST. SERVICE PERIOD MAY 3, 2	77.55 15.44 106.85 15.96 20.21 41.52 24.72 660.36 61.83 47.42 <u>1,071.86</u>	Open Open Open Open Open Open Open Open Open Open Open
06/13/2019	76783	CORRIGAN OIL CO.	GAS & DIESEL FROM 05/08/2019 - 06/03/20	5,420.72	Open
06/13/2019	76784	CRB CRANE & SERVICE	OSHA COMPLIANCE CRANE AND HOIST INSPECT	567.00	Open
06/13/2019	76785	EMPLOYEE HEALTH INSURANCE MGMT	ADMIN & AGENT FEE - JUNE 2019 CLAIMS FUNDING MAY 2019	777.00 8,111.96 <u>8,888.96</u>	Open Open Open
06/13/2019	76786	GRAINGER	STRIPING STENCIL	217.82	Open
06/13/2019	76787	CORE & MAIN LP	STORM SEWER REPAIR	2,051.50	Open
06/13/2019	76788	HR MANAGEMENT GROUP, INC.	(2) EMPLOYEE BACKGROUND CHECKS	517.00	Open
06/13/2019	76789	HUBBELL, ROTH, & CLARK, INC.	PROFESSIONAL SERVICES FOR PERIOD ENDING	12,063.02	Open
06/13/2019	76790	HUNT SIGN CO., LTD	PARTS FOR STREET SIGNS & HANDICAP SIGN ROAD CLOSED AND BICYCLE STOP SIGN	312.60 639.60	Open Open

Check Date	Check	Vendor Name	Description	Amount	Status
				<u>952.20</u>	
06/13/2019	76791	HURON VALLEY GUNS	UNIFORMS	360.95	Open
06/13/2019	76792	JOHN'S SANITATION	PORTA JOHNS @ CEMETERY, PARKS & FARMERS	441.00	Open
06/13/2019	76793	LOCKBOX IPT BY BIDNET	SERVICE FEES FOR AUCTIONS COMPLETED IN	8.92	Open
06/13/2019	76794	LOWE'S	BRACKETS, DDA FARMERS MARKET SIGN, DRILL	267.38	Open
06/13/2019	76795	MARTIN'S DO IT BEST	PAINT FOR CABOOSE UNDERCARRIAGE	33.99	Open
06/13/2019	76796	MICHIGAN MUNICIPAL RISK MANAGEMENT	06/21/2019 UOCC 166911/SEWER BACKUP CLA	623.00	Open
06/13/2019	76797	MID AMERICAN AEL	LENS KIT FOR PD 231/LED SCENE LIGHT FOR	1,063.30	Open
06/13/2019	76798	NEC FINANCIAL SERVICES, LLC	JUNE 2019 BILLING WW & DPW PHONE SYSTEM	177.81	Open
06/13/2019	76799	OAKLAND COUNTY ANIMAL CONTROL	DOG LICENSE MARCH 2, 2019 TO MAY 31, 20	3,054.75	Open
06/13/2019	76800	OAKLAND COUNTY TREASURER	TRAILER PARK TAX MONTHLY REPORT - MAY 2	472.50	Open
06/13/2019	76801	OAKLAND COUNTY TREASURERS	ASSESSING SERVICES 2019 - 2019 CONTRACT	61,382.74	Open
06/13/2019	76802	PARAGON LABORATORIES, INC.	WATER ANALYSIS	754.00	Open
			WATER ANALYSIS	<u>1,100.00</u>	Open
06/13/2019	76803	PARKSON CORPORATION	BAR SCREEN REPLACEMENT	80,024.00	Open
06/13/2019	76804	PETER'S TRUE VALUE HARDWARE	OUTLET COVERS	1.98	Open
			OUTLETS	60.53	Open
			HANGER HOOKS	32.97	Open
			FUEL	50.94	Open
			HYDRANT TAPE	2.59	Open
				<u>149.01</u>	
06/13/2019	76805	PITNEY BOWES*	CONTRACT PAYMENT BILLING PERIOD 03/30/2	682.62	Open
06/13/2019	76806	PRINTING SYSTEMS, INC.	(3000) A/P CHECKS & SHIPPING	282.69	Open
06/13/2019	76807	QUICK SILVER MARKETING SOLUTIONS	BUSINESS CARDS - CARLSON	62.50	Open
06/13/2019	76808	ROAD COMMISSION FOR OAKLAND	TRAFFIC SIGNAL MAINTENANCE MAY 2019	114.03	Open
06/13/2019	76809	SAFEBUILD, LLC	BUILDING PERMITS, PERMIT TECH FEES, BLD	32,504.94	Open
06/13/2019	76810	SALEM-SOUTH LYON DISTRICT	TAX DISBURSEMENT/TAXES DUE TO LIBRARY	6,994.02	Open
06/13/2019	76811	SECMAA	REGISTRATION FEE FOR JUNE 14, 2019 CLAS	35.00	Open
06/13/2019	76812	SOUTH LYON COMMUNITY SCHOOLS	CENTER FOR ACTIVE ADULTS	10,459.68	Open
06/13/2019	76813	STONE DEPOT LANDSCAPE SUPPLIES, INC	SOD REPAIR FROM HYDRANT REMOVAL	20.95	Open
06/13/2019	76814	TIRE WHOLESALERS COMPANY, INC.	TIRES	538.84	Open
			TIRES FOR PD	538.84	Open
				<u>1,077.68</u>	
06/13/2019	76815	TUTHILL FARMS & COMPOSTING, INC.	SOIL	200.00	Open
06/13/2019	76816	US BANK	BUILDING AUTHORITY BONDS DTD 07-01-99 B	250.00	Open
			BUILDING AUTHORITY BOND DTD 06/09/2005-	250.00	Open
				<u>500.00</u>	
06/13/2019	76817	VICTORY LANE	FLEET OIL CHANGE OR MAINTENANCE	35.48	Open
06/13/2019	76818	VISICOM SERVICES, INC.	IT SERVICES FOR JULY 2019	2,974.76	Open
			IT SERVICES FOR MAY 2019	4,954.20	Open

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CHECK REGISTER FOR CITY OF SOUTH LYON
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Check Date	Check	Vendor Name	Description	Amount	Status
			IT SERVICES - APRIL 2019	1,206.56	Open
				9,135.52	
06/13/2019	76819	WINDSTREAM	SERVICE PERIOD 05/29/2019 TO 06/28/2019	2,165.14	Open
06/13/2019	76820	WOW! BUSINESS	PARK SECURITY	62.00	Open
			CITY HALL SERVICE PERIOD 06/06/2019 - 0	46.97	Open
			520 ADA SERVICE PERIOD 06/06/2019 - 07/	150.67	Open
			300 DOROTHY ST. SERVICE PERIOD 05/27/20	143.51	Open
				403.15	
06/20/2019	76821	ADVANCE AUTO PARTS	BATTERY FOR GENERATOR	228.18	Open
06/20/2019	76822	ADVANCED MARKETING PARTNERS,	TAX BILL PRINTING 2019 SUMMER TAX BILLS	412.50	Open
06/20/2019	76823	ANN ARBOR WELDING SUPPLY CO	CYLINDER RENTAL	155.62	Open
06/20/2019	76824	AVAYA INC.*	DPW PHONE SYSTEMS FOR JANUARY & FEBRUAR	25.16	Open
06/20/2019	76825	BADER & SONS CO.	DECK BELTS FOR MOWER	86.15	Open
06/20/2019	76826	BLUE CROSS BLUE SHIELD OF MICH	RETIREE BENEFITS FOR JULY 2019	2,129.29	Open
			INSURANCE PREMIUM FOR JULY 2019	36,108.27	Open
				38,237.56	
06/20/2019	76827	BOUND TREE MEDICAL, LLC	GAUZE, BANDAGES, WATER, BAGS	75.22	Open
06/20/2019	76828	BROWNELLS, INC.	AR-15/M-16 TAKEDOWN PIN SPRING, F100304	7.45	Open
			SPRING ASSEMBLY, EXTRACTOR, AR EXTRACTO	29.56	Open
				37.01	
06/20/2019	76829	KRISPEN S. CARROLL	PAYROLL DEDUCTION CASE NO. 17-57623-PJS	57.88	Open
06/20/2019	76830	CHEMCO PRODUCTS INC.	POLYMER	4,059.80	Open
06/20/2019	76831	COMMUNICATIONS TECHNOLOGIES, INC.	MONTHLY PHONE MAINTENANCE 06/20/2019 -	85.00	Open
06/20/2019	76832	CORRIGAN TOWING	TOWING DDA CAR	64.00	Open
06/20/2019	76833	CUMMINS SALES & SERVICE	THERMOSTAT REPLACEMENT & HMI DISPLAY FI	512.30	Open
			GENERATOR REPAIR	1,036.71	Open
				1,549.01	
06/20/2019	76834	ELHORN ENGINEERING COMPANY	PHOSPHATE	3,700.00	Open
06/20/2019	76835	FISHER SCIENTIFIC	ANNUAL THERMOMETER CALIBRATION	367.76	Open
06/20/2019	76836	GRAINGER	REPLACEMENT MOTOR FOR SCREENING ROOM, G	485.90	Open
06/20/2019	76837	HACH COMPANY	LAB SUPPLIES	71.04	Open
06/20/2019	76838	HINES PARK FORD, INC.	VEHICLE 251 REPAIRS - NON WARRANTY	302.27	Open
06/20/2019	76839	HORNET CONCRETE CO. INC.	LOTTIE & PONTIAC TRAIL WATER REPAIR	1,362.50	Open
06/20/2019	76840	HURON VALLEY GUNS	UNIFORMS - VOGEL, CONRAD, MCGAHAN	360.95	Open
06/20/2019	76841	INTL UNION OF OPERATING ENG	PAYROLL DEDUCTION MONTHLY DUES - JUNE 2	221.88	Open
06/20/2019	76842	KENSINGTON VALLEY VARSITY	JOB SHIRTS - HOPKINS	37.00	Open
06/20/2019	76843	KROPP MECHANICAL SERVICE CO.	HVAC INSPECTIONS	504.00	Open
06/20/2019	76844	LB OFFICE PRODUCTS	OFFICE SUPPLIES	144.56	Open
06/20/2019	76845	MICHIGAN MUNICIPAL LEAGUE*	WEBSITE CLASSIFIED AD - PART-TIME BOOKK	71.88	Open
06/20/2019	76846	MISDU	PAYROLL DEDUCTION REMITTANCE ID#9129625	322.07	Open
06/20/2019	76847	MUNICODE	ADMINISTRATIVE SUPPORT FEE 06/01/2019 -	350.00	Open
06/20/2019	76848	OBSERVER & ECCENTRIC	MAY 2019 AD FOR MAY 28, 2019 MEETING FY	88.50	Open

CHECK REGISTER FOR CITY OF SOUTH LYON
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Check Date	Check	Vendor Name	Description	Amount	Status
06/20/2019	76849	PARAGON LABORATORIES, INC.	WATER ANALYSIS (7 LEAD 7 COPPERS)	196.00	Open
06/20/2019	76850	PARKSIDE CLEANERS	CLEANING	24.75	Open
06/20/2019	76851	PEOPLE'S EXPRESS	MAY 2019 TRANSPORTATION	6,577.00	Open
06/20/2019	76852	PETER'S TRUE VALUE HARDWARE	MAY 2019 STATEMENT	1,842.64	Open
06/20/2019	76853	PURCHASE POWER	METER REFILL - POSTAGE	445.00	Open
06/20/2019	76854	ASCENSION MICHIGAN AT WORK	NEW HIRE APPLICANT SCREENING - CARLSON	131.00	Open
06/20/2019	76855	QUICK SILVER MARKETING SOLUTIONS	S.L. EVENT CARD- CITY PROMO	389.25	Open
			APPROVED STICKERS FOR BUILDING DEPARTME	206.40	Open
				<u>595.65</u>	
06/20/2019	76856	SALINE FIDDLERS PHILHARMONIC	CONCERTS IN THE PARK - JUNE 14, 2019	650.00	Open
06/20/2019	76857	CHRISTOPHER SOVIK	PETTY CASH REIMBURSEMENT	39.99	Open
06/20/2019	76858	STATE OF MICHIGAN**	SOR REGISTRATION ENDING DATE 05/31/2019	60.00	Open
06/20/2019	76859	STONE DEPOT LANDSCAPE SUPPLIES, INC	SUMP PUMP MAIN REPAIR	57.60	Open
06/20/2019	76860	THE SHERWIN WILLIAMS CO.	PAINT AND LINE LAZER	4,269.75	Open
06/20/2019	76861	VANTAGEPOINT TRANSFERS	ICMA 457 PLAN #301149 PAYROLL TRANSFER	2,803.40	Open
06/20/2019	76862	VICTORY LANE	FLEET OIL CHANGE	35.48	Open
06/20/2019	76863	WEINGARTZ	BELT FOR MOWER	24.99	Open
06/20/2019	76864	SUSAN L. WINTERS	PAYROLL DEDUCTION FILE NO. 3-337227 - J	149.37	Open
06/20/2019	76865	WOW! BUSINESS	INTERNET SERVICE 06/12/2019 - 07/11/201	710.00	Open
06/27/2019	76866	ADVANCE AUTO PARTS	RD 251 BRAKE ROTORS	320.79	Open
06/27/2019	76867	AMAZON CAPITAL SERVICES	CAMERA FOR ORDINANCE OFFICER	81.99	Open
06/27/2019	76868	ARBOR SPRINGS WATER CO., INC.	(3) 5 GAL. ARTESIAN WATER	25.50	Open
06/27/2019	76869	BADER & SONS CO.	V-BELT FOR CEMETERY TRACTORS	172.30	Open
06/27/2019	76870	BRIGHTON ANALYTICAL, L.L.C.	WW ANALYSIS	82.50	Open
06/27/2019	76871	CARL RICHARDS	MONTHLY COUNCIL PAY - JUNE 2019	180.00	Open
06/27/2019	76872	CHRISTOPHER EHRESMAN	VIDEOTAPING FOR CABLE COMMISSION	210.00	Open
06/27/2019	76873	CIB PLANNING	SITE PLAN REVIEW AND PLANNING CONSULTAN	6,501.00	Open
06/27/2019	76874	CONTRACTORS CONNECTION	MISS DIG PAINT (GREEN)	81.60	Open
06/27/2019	76875	DANIEL PELCHAT	MONTHLY COUNCIL PAY - JUNE 2019	220.00	Open
06/27/2019	76876	DOUGLASS SAFETY SYSTEMS LLC	VISORS	270.41	Open
06/27/2019	76877	MATTHEW EMERY	COUNCIL RECORDING - JUNE 24, 2019	75.00	Open
06/27/2019	76878	HAVLIAND PRODUCTS COMPANY	ALUMINUM SULFATE	4,604.30	Open
06/27/2019	76879	HINES PARK FORD, INC.	PD 231 O2 SENSOR	77.33	Open
06/27/2019	76880	HUBBELL, ROTH, & CLARK, INC.	WRP WRP DFW SUPERINTENDENT INTERVIEWS,	1,033.20	Open
06/27/2019	76881	JACK DOHENY COMPANIES, INC.	CAMERA REPAIR USED FOR STORM AND SANITA	1,445.20	Open
06/27/2019	76882	GLENN KIVELL	MONTHLY COUNCIL PAY - JUNE 2019	180.00	Open
06/27/2019	76883	MARGARET KURTZWELL	MONTHLY COUNCIL PAY - JUNE 2019	180.00	Open
06/27/2019	76884	LB OFFICE PRODUCTS	BOX STORE/FITLE 12PK	80.14	Open
			MOPS	71.35	Open
				<u>151.49</u>	
06/27/2019	76885	MICHAEL EHRESMAN	VIDEOTAPING FOR CABLE COMMISSION	185.00	Open
06/27/2019	76886	OAKLAND COUNTY TREASURERS	ANTENNAS	135.00	Open
06/27/2019	76887	OFFICE EXPRESS	OFFICE SUPPLIES	51.87	Open
06/27/2019	76888	PARAGON LABORATORIES, INC.	WATER ANALYSIS	100.00	Open
06/27/2019	76889	MARY PARIISIEN	MONTHLY COUNCIL PAY - JUNE 2019	180.00	Open
06/27/2019	76890	PARKSIDE CLEANERS	4 X 10 RUG, 3 X 10 RUG	86.00	Open
06/27/2019	76891	PEEFLESS MIDWEST, INC.	WELL #6 REPAIR	23,500.00	Open

CHECK REGISTER FOR CITY OF SOUTH LYON
 CHECK DATE FROM 06/13/2019 - 07/05/2019

07/02/2019 03:51 PM
 User: PATRICIA
 DB: South Lyon

Check Date	Check	Vendor Name	Description	Amount	Status
06/27/2019	76892	PETER'S TRUE VALUE HARDWARE	SOIL FOR HELICOPTER HOLES MATERIALS	2.29	Open
			FUEL OIL/MOVER BOX	42.93	Open
			HYDRANT TAPE	53.73	Open
			BALL VALVE	2.59	Open
				18.79	Open
				<u>120.33</u>	
06/27/2019	76893	PNC BANK	OFFICE SUPPLIES, CARERBUILDER.COM AD,	1,074.53	Open
06/27/2019	76894	POSTMASTER	JULY 2019 UTILITY BILLING	1,167.25	Open
06/27/2019	76895	PRINCIPAL LIFE INSURANCE COMPANY	DENTAL & LIFE INSURANCE - JULY 2019	5,164.68	Open
06/27/2019	76896	ASCENSION MICHIGAN AT WORK	NEW EMPLOYEE HIRE SCREENING - VARNEY	158.00	Open
			NEW EMPLOYEE SCREENING - BJERKE	131.00	Open
				<u>289.00</u>	
06/27/2019	76897	ROSATI, SCHULTZ, JOPPICH	CITY RETAINER WORK PROFESSIONAL SERVICE	10,415.78	Open
			MICHIGAN TAX TRIBUNAL MATTERS PROFESSIO	653.70	Open
				<u>11,069.48</u>	
06/27/2019	76898	ROSE WALTON	MONTHLY COUNCIL PAY - JUNE 2019	180.00	Open
06/27/2019	76899	STANDARD INSURANCE COMPANY	DISABILITY AND LIFE INSURANCE - JULY 20	2,467.28	Open
06/27/2019	76900	STEPHEN KENNEDY	MONTHLY COUNCIL PAY - JUNE 2019	180.00	Open
06/27/2019	76901	TOSHIBA FINANCIAL SERVICES	CONTRACT PAYMENT 06/15/2019 TO 07/15/20	1,382.85	Open
06/27/2019	76902	TUTHILL FARMS & COMPOSTING, INC.	TOP SOIL FOR LAWN REPAIR	50.00	Open
06/21/2019	76903	VISICOM SERVICES, INC.	(3) HP BUSINESS DESKTOP COMPUTERS, HP C	4,823.12	Open
			(2) HP DESKTOP PRODESK 400, HP CARE HAR	4,182.82	Open
			(3) HP DESKTOP PRODESK 400, HP CARE PAC	3,627.85	Open
			(2) HP BUSINESS DESKTOP PRODESK 400, HP	2,341.90	Open
				<u>14,975.69</u>	
06/27/2019	76904	TIMOTHY WALTON	TUITION REIMBURSEMENT FOR CLASS	607.50	Open
06/27/2019	76905	WOLAK MEDIA LLC	MEMORIAL DAY FILMING	50.00	Open
06/27/2019	76906	WOW! BUSINESS	SERVICE PERIOD 06/16/2019 - 07/15/2019	11.55	Open
				<u>11.55</u>	
01 TOTALS:					
Total of 133 Checks:				430,226.21	
Less 1 Void Checks:				360.95	
Total of 132 Disbursements:				<u>429,865.26</u>	

June 2019 Payroll Report

Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Administration								
				\$ -	\$ -		\$ -	
Brandon, C.	15.8700	98.50		\$ 1,563.20	\$ -		\$ 1,563.20	
Carlson, Michael R.	17.8100	34.00		\$ 605.54	\$ -		\$ 605.54	
Deaton, L.				\$ 5,172.18			\$ 5,172.18	
Donohue, R.				\$ 5,525.00			\$ 5,525.00	
Lanning, W.	12.0000	25.25		\$ 303.00			\$ 303.00	
Mosier, L.				\$ 4,213.35		\$ 7,153.64	\$ 11,366.99	Longevity, Vacation Payout
Pieper, Judy	19.5300	160.00	4.00	\$ 3,124.80	\$ 117.18		\$ 3,241.98	
Tierman, P.	19.6200	105.00		\$ 2,060.10			\$ 2,060.10	
Zelenak, Paul				\$ 7,692.32			\$ 7,692.32	
TOTAL: Administration		422.75	4.00	\$ 30,259.49	\$ 117.18	\$ 7,153.64	\$ 37,530.31	

Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Cemetery								
Brannun, L.	13.2500	61.00		\$ 808.25			\$ 808.25	
Lemke, John N.	12.4600	62.00		\$ 772.52			\$ 772.52	
Merritt, J.	12.4600	54.00		\$ 672.84			\$ 672.84	
Wauford, S.	12.4600	62.00		\$ 772.52			\$ 772.52	
Wedesky, J. W.	12.4600	50.00		\$ 623.00			\$ 623.00	
Williamson, N.	12.4600	50.00		\$ 623.00			\$ 623.00	
TOTAL: Cemetery		339.00	0.00	4272.13	0.00	0.00	4272.13	

Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Police								
Baaki, D.	40.7404	168.00	14.50	\$ 6,844.39	\$ 902.84		\$ 7,747.22	
Baker, A.	34.6077	168.00	14.00	\$ 5,814.09	\$ 742.92		\$ 6,557.01	
Baker, J.	37.7226	200.00	20.00	\$ 7,544.52	\$ 1,154.76		\$ 8,699.28	
Barbour, R.	34.6077	168.00	8.50	\$ 5,814.09	\$ 449.22	\$ 1,600.00	\$ 7,863.31	Longevity
Faught, C.	37.7226	168.00	14.00	\$ 6,337.40	\$ 805.30		\$ 7,142.70	
Hoydic, S.	34.6077	160.00	26.50	\$ 5,537.23	\$ 1,406.23		\$ 6,943.47	
Jacobs, J.	22.7572	168.00	17.50	\$ 3,823.21	\$ 597.38		\$ 4,420.59	
Kelley, W.	10.0000	100.50		\$ 1,005.00			\$ 1,005.00	
Krettlin, F.	12.0000	24.00		\$ 288.00			\$ 288.00	
Krettlin, F.	18.1100	17.00		\$ 307.87			\$ 307.87	
Laraway, P.	18.1100	17.00		\$ 307.87			\$ 307.87	
Ley, K.	18.1100	17.00		\$ 307.87			\$ 307.87	
Morris, Carlie	11.3300	79.50		\$ 900.74			\$ 900.74	
Raap, T.	34.6077	160.00	12.00	\$ 5,537.23	\$ 634.19		\$ 6,171.42	
Salyers, B.	18.8700	160.00	16.50	\$ 3,019.20	\$ 467.03		\$ 3,486.23	
Schneemann, J.	22.7572	160.00	30.00	\$ 3,641.15	\$ 1,024.07		\$ 4,665.23	
Sederlund, C.	37.7226	160.00	22.50	\$ 6,035.62	\$ 1,299.10		\$ 7,334.72	
Sovik, C.				\$ 7,423.08			\$ 7,423.08	
Stroufe, T.	34.6077	160.00	17.00	\$ 5,537.23	\$ 902.11		\$ 6,439.34	
Stevens, T.	34.6077	168.00	7.00	\$ 5,814.09	\$ 369.95		\$ 6,184.04	
Tomanek, J.	34.6077	160.00	8.00	\$ 5,537.23	\$ 424.52		\$ 5,961.76	
Walton, T.	34.6077	160.00	23.00	\$ 5,537.23	\$ 1,215.53		\$ 6,752.76	
Wilcox, W.	18.1100	16.00		\$ 289.76			\$ 289.76	
Witrock, M.	37.7226	168.00	16.00	\$ 6,337.40	\$ 920.34		\$ 7,257.74	
Total: Police		2927.00	267.00	\$ 99,541.50	\$ 13,315.48	\$ 1,600.00	\$ 114,456.99	

*Please note 2 pay periods in the month of June 2019

Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Fire								
Armstrong, C.	22.8400	64.00		\$ 1,461.76			\$ 1,461.76	
Conrad, C.	19.1100	132.50		\$ 2,532.08			\$ 2,532.08	
D'Ambrosio, A.	9.4500	58.25		\$ 550.46			\$ 550.46	
Jobrick, Z.	15.6400	35.50		\$ 555.22			\$ 555.22	
Good, A.	15.6400	14.00		\$ 218.96			\$ 218.96	
Hopkins, N.	9.4500	23.75		\$ 224.44			\$ 224.44	
Kaczor, N.	15.6400	11.25		\$ 175.95			\$ 175.95	
Laitinen, D.	15.6400	68.75		\$ 1,075.25			\$ 1,075.25	
Madsen, W.	15.6400	24.50		\$ 383.18			\$ 383.18	
Matthews, A.	21.6400	52.50		\$ 1,136.10			\$ 1,136.10	
Mayer, D.	9.4500	22.50		\$ 212.63			\$ 212.63	
McGahan, K.	18.0400	124.25		\$ 2,241.47			\$ 2,241.47	
McGillen, T.	18.0400	24.00		\$ 432.96			\$ 432.96	
McGowan, C.	15.6400	17.00		\$ 265.88			\$ 265.88	
Moynihan, B.	21.6400	53.50		\$ 1,157.74			\$ 1,157.74	
Nielsen, S.	9.4500	24.00		\$ 226.80			\$ 226.80	
Noechel, J.	18.0400	92.45		\$ 1,667.80			\$ 1,667.80	
Tooman, B.	18.0400	72.00		\$ 1,298.88			\$ 1,298.88	
Vliet, A.	16.8300	32.50		\$ 546.98			\$ 546.98	
Vogel, R.				\$ 2,779.80			\$ 2,779.80	
Weir, M.	24.0500	51.25		\$ 1,232.56			\$ 1,232.56	
Wilson, T.	21.6400	84.25		\$ 1,823.17			\$ 1,823.17	
				\$ -			\$ -	
Total: Fire		1082.70		\$ 22,200.06		\$ -	\$ 22,200.06	
D.P.W.								
Abramowicz, J.	23.8700	160.00	4.00	\$ 3,819.20	\$ 145.28	\$ 315.00	\$ 4,279.48	On-Call Pay
Archey, Je.	25.0700	160.00		\$ 4,011.20	\$ -		\$ 4,011.20	
Brock, R.	26.6300	160.00	23.00	\$ 4,260.80	\$ 945.30	\$ 225.00	\$ 5,431.10	On-Call Pay
Buers, D.	24.8500	160.00		\$ 3,976.00	\$ -		\$ 3,976.00	
Dental, F.	25.0700	160.00	13.50	\$ 3,972.80	\$ 509.14	\$ 90.00	\$ 4,571.94	On-Call Pay
Jamison, M.	20.0100	160.00		\$ 3,201.60	\$ -		\$ 3,201.60	
Moritz, M.	23.4700	160.00	6.00	\$ 3,755.20	\$ 215.58		\$ 3,970.78	
Paver, V.	23.0700	160.00	1.50	\$ 3,691.20	\$ 53.00		\$ 3,744.20	
Piasecki, T.	23.0700	160.00		\$ 3,691.20	\$ -		\$ 3,691.20	
Race, J.	22.9700	160.00	20.00	\$ 3,636.80	\$ 683.11	\$ 360.14	\$ 4,680.05	Misc. Earnings
Valencia, A.	22.1700	160.00	16.00	\$ 3,547.20	\$ 532.08	\$ 315.00	\$ 4,394.28	On-Call Pay
Total: D.P.W.		1,760.00	84.00	\$ 41,563.20	\$ 3,083.49	\$ 1,305.14	\$ 45,951.83	
W.& W.W.								
Armstrong, C.	23.3300	160	15.00	\$ 3,732.80	\$ 524.93	\$ 415.00	\$ 4,672.73	On-Call Pay
Beason, R.	30.6800	160	6.00	\$ 4,908.80	\$ 283.02	\$ 360.00	\$ 5,551.82	On-Call Pay
Blankstrom, D.	21.7600	160	8.00	\$ 3,481.60	\$ 261.12		\$ 3,742.72	
Caramitaro, J.	26.9600	160		\$ 4,313.60	\$ -	\$ 300.00	\$ 4,613.60	On-Call Pay
DeHoff, T.	12.0000	100		\$ 1,200.00			\$ 1,200.00	
Erdmann, Kevin	24.0300	160		\$ 3,844.80	\$ -	\$ 315.00	\$ 4,159.80	On-Call Pay
Gehringer, D.	27.4600	160	3.00	\$ 4,393.60	\$ 125.73	\$ 270.00	\$ 4,789.33	On-Call Pay
Lawrence, E.	17.7700	160		\$ 2,843.20			\$ 2,843.20	
Poprasky, P.	22.2000	160		\$ 3,552.00	\$ -		\$ 3,552.00	
Total: W.& W.W.		1380.00	32.00	\$ 32,270.40	\$ 1,194.80	\$ 1,660.00	\$ 35,125.20	
Grand Total		7,911.45	387.00	\$ 230,106.77	\$ 17,710.94	\$ 11,718.78	\$ 259,536.50	
<i>*Please note 2 pay periods in the month of June 2019</i>								

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

June 13, 2019

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

Invoice # 1072332

In Reference To: Michigan Tax Tribunal Matters

Professional Services Rendered Through May 31, 2019

		<u>Hrs/Rate</u>	<u>Amount</u>
<u>Colonial Acres/Docket 18-1007</u>			
5/2/2019	SSM	Review of discovery responses; Correspondence to Petitioner's representative regarding same	0.60 150.00/hr 90.00
5/6/2019	SSM	Receipt/review of response to request for more complete discovery responses from Petitioner	0.30 150.00/hr 45.00
5/8/2019	SSM	Preparation of Motion to Compel	1.80 150.00/hr 270.00
5/16/2019	SSM	Receipt/review of Notice of Prehearing Conference; Correspondence regarding same	0.30 150.00/hr 45.00
5/21/2019	SSM	Receipt/review of Response to Motion; Correspondence regarding same	0.30 150.00/hr 45.00
	SSM	Receipt/review of Order; Correspondence regarding same	0.30 150.00/hr 45.00
5/31/2019	SSM	Receipt/review of Order Adjourning Prehearing; Correspondence regarding same	0.30 150.00/hr 45.00

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

	<u>Hrs/Rate</u>	<u>Amount</u>
Subtotal:	[3.90	585.00]
For professional services rendered	3.90	\$585.00
Additional Charges :		
	<u>Qty/Price</u>	
<u>Colonial Acres/Docket 18-1007</u>		
5/8/2019 Motion Fee - Motion to Compel	1 50.00	50.00
Photocopies - Motion to Compel	84 0.20	16.80
Postage - Motion to Compel	1 1.90	1.90
Subtotal:		[68.70]
Total additional charges		\$68.70
Total amount of this bill		\$653.70
Previous balance		\$495.00
5/16/2019 Payment - thank you. Check No. 76605		(\$495.00)
Balance due		\$653.70

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

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

June 13, 2019

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

Invoice # 1072333

In Reference To: City Attorney Retainer Work

Professional Services Rendered Through May 31, 2019

	<u>Hours</u>
<u>City Council</u>	
5/13/2019 TSW Review minutes, packet, and agreements (Huron Valley Ambulance Agreement) and requests for special events	0.60
TSW Attend Council meeting	1.80
5/28/2019 TSW Review of Council Agenda, packet and minutes of 5/13 and 5/22	0.30
TSW Attend Council meeting	1.60
SUBTOTAL:	[4.30]
<u>District Court Prosecutions</u>	
5/1/2019 CDS Receipt/review of Notice to Appear ([REDACTED])	0.20

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

		<u>Hours</u>
5/2/2019	CDS Receipt/review of Judges Law and Reeds' updated 5/7/19 dockets	0.20
5/3/2019	CDS Correspondence to South Lyon Police Department and defense counsel regarding discovery (██████████)	0.20
	CDS Telephone conference with client, C. Sovik (██████████)	0.20
5/6/2019	CDS Receipt/review Notice to Appear (██████████)	0.20
5/7/2019	SGM Prosecute morning docket of Pretrials and Pre-Formal Hearings	4.00
	CDS Receipt/review correspondence from J. Tomanek (██████████)	0.20
	CDS Telephone conference with client, J. Tomanek (██████████)	0.20
5/8/2019	CDS Receipt/review of Judge Reeds' 5/14/19 docket	0.20
	CDS Preparation of Subpoena to Officer (██████████)	0.30
	CDS Receipt/review Notice to Appear (████████████████████)	0.20
	CDS Receipt/review of Order of Acquittal (██████████)	0.20
5/9/2019	CDS Correspondence to South Lyon Police Department regarding Warrant denial (██████████)	0.20
	CDS Receipt/review of Notice to Appear (██████████)	0.20

		<u>Hours</u>
5/9/2019	CDS Preparation of denial letter (████████)	0.20
5/10/2019	CDS Telephone conference with Joe Lavigne (████████)	0.20
5/13/2019	CDS Receipt/review of Request for Discovery (████████)	0.20
	CDS Receipt/review of Notice to Appear (████████)	0.20
5/14/2019	EKS Prosecute afternoon docket	1.00
	CDS Prosecute morning docket	3.30
	CDS Receipt/review correspondence from Wade Fink (████████)	0.20
	CDS Correspondence to Wade Fink (████████)	0.20
5/15/2019	CDS Receipt/review Judge Law's 5/21/19 docket	0.20
	CDS Meeting with Wade Fink (████████)	0.20
5/16/2019	CDS Correspondence to defense counsel regarding discovery (████████)	0.20
5/17/2019	CDS Receipt/review Notice to Appear (████████)	0.20
5/20/2019	CDS Receipt/review Notice to Appear (████████████████████)	0.20

			<u>Hours</u>
5/20/2019	CDS	Receipt/review proposed Stipulation to Adjourn (██████)	0.20
	CDS	Review files for 5/21/19 docket	0.20
5/21/2019	CDS	Receipt/review Judge Reeds' 5/28/19 docket	0.20
	CDS	Prosecute morning docket	3.00
5/22/2019	CDS	Receipt/review of Judge Reeds' updated 5/28/19 docket	0.20
5/28/2019	CDS	Correspondence to South Lyon Police Department regarding Warrant denial correspondence (██████)	0.20
	CDS	Telephone conference with client, J. Tomanek regarding Court docket	0.20
	CDS	Review reports for 5/28/19	0.20
	CDS	Receipt/review Incident Report/Denial (██████)	0.40
	CDS	Prosecute afternoon docket	2.30
5/29/2019	CDS	Receipt/review of Notice to Appear (██████)	0.20
	CDS	Receipt/review Judges Bondy and Reeds' 6/4/19 dockets	0.20
5/30/2019	CDS	Receipt/review of Notice to Appear (██████)	0.20

	<u>Hours</u>
5/30/2019 CDS Receipt/review Notice to Appear ([REDACTED])	0.20
<hr/>	
SUBTOTAL:	[21.10]
<u>General City Attorney Work</u>	
5/2/2019 TSW Receipt/review correspondence from Huron Valley Ambulance regarding new updated Ambulance Agreement	0.20
TSW Edit/revise Huron Valley Ambulance Agreement; Correspondence to Fire chief regarding same	1.20
5/3/2019 TSW Correspondence to and from Huron Valley Ambulance regarding update agreement and status	0.10
TSW Receipt/review correspondence from Clerk regarding "Emily" Freedom of Information Act and research regarding same	0.50
5/6/2019 TSW Research regarding issues for Huron Valley Ambulance Service Agreement	0.70
TSW Receipt/review correspondence from and telephone conference with Fire Chief regarding draft Huron Valley Ambulance Service Agreement	0.50
TSW Continued revisions to draft Agreement; Correspondence to and from Huron Valley Ambulance regarding draft Ambulance Service Agreement	0.50
TSW Correspondence to Clerk regarding "Emily" Freedom of Information Act status	0.30
5/7/2019 TSW Continued preparation of Huron Valley Ambulance Service Agreement for Council agenda	0.40

		<u>Hours</u>
5/7/2019	TSW Legal research regarding budget requirement issues and truth in taxation	0.70
	TSW Legal research regarding personnel issues relating to PTE/FTE	0.50
5/8/2019	TSW Prepare and revise Agenda Note for Huron Valley Ambulance Service Agreement; Multiple correspondence to and from City Manager regarding same	0.50
	TSW Correspondence to City Manager regarding review of Huron Valley Ambulance Service Agreement	0.50
	TSW Continued legal research regarding truth in taxation requirements	0.50
	TSW Multiple correspondence to and from City Manager regarding status of proposed groundwater ordinance	0.10
5/9/2019	TSW Multiple correspondence to and from City Manager regarding status of Michigan Seamless Tube request for proposed groundwater restriction ordinance	0.40
5/10/2019	TSW Receipt/review correspondence from City Manager regarding land use application question	0.10
5/13/2019	TSW Correspondence to and from A. Savage at Huron Valley Ambulance regarding meeting and agreement	0.10
5/14/2019	TSW Research regarding truth in taxation notice and public hearing requirements and Uniform Budgeting and Accounting Act	1.80
5/15/2019	TSW Correspondence to and from City Manager regarding special event parade issue	0.20
	TSW Continued research regarding truth in taxation and budget public hearing and notice requirements; Multiple correspondence to and from City Manager and Clerk regarding same	2.00

		<u>Hours</u>
5/15/2019	TSW Receipt/review correspondence from Clerk regarding Notice of Budget Public Hearing	0.10
	TSW Correspondence to and from City Manager regarding development project question	0.10
	TSW Review of amended DDA Act and new requirements referenced in Council meeting	0.30
5/16/2019	TSW Correspondence to and from City Manager regarding pending litigation and Zoning Board of Appeals membership	0.40
	TSW Correspondence to and from City Manager regarding WWTP discharge question	0.30
	TSW Begin preparation of donation and gift acceptance policy	0.50
	TSW Correspondence to and from Michigan Seamless Tube attorney regarding status and scheduling	0.10
	TSW Correspondence to and from City Manager regarding amended fireworks ordinance	0.10
5/21/2019	TSW Continued preparation of donation acceptance policy; Correspondence to City Manager regarding same	0.50
5/22/2019	TSW Review of downtown building enforcement matter and documents; Correspondence to and from Building Official regarding status	0.50
	TSW Correspondence to and from Clerk regarding 825 W. Lake Street conditional rezoning status and agreement	0.20
	TSW Correspondence to and from City Manager regarding budget and public hearing and notice requirements	0.10
	TSW Correspondence to and from City Manager regarding pending lawsuit on Alexanders	0.10

		<u>Hours</u>
5/23/2019	TSW Review of inspection reports regarding downtown building enforcement; Research regarding title and ownership of property; Research regarding remedies and options	1.00
	TSW Telephone conference with Building Official regarding downtown building enforcement	0.50
	TSW Correspondence to City Manager regarding status of downtown building enforcement	0.10
5/24/2019	TSW Research regarding downtown property for enforcement issues and property owner and occupant; Correspondence to City Manager regarding status	1.20
5/28/2019	TSW Continued review of background documents and information regarding downtown building, inspection reports, and begin preparation of letter to owner requesting permission for interior inspection	0.80
	TSW Correspondence to and from Mayor regarding public comment regarding gun violence in schools; Legal research regarding authority of local communities to regular firearms	0.50
	TSW Review of millage rate and budget for fiscal year 2019-2020 resolutions and Uniform Budgeting and Accounting Act and Truth in Taxation Act and past resolutions, public hearing and notice requirements, charter requirements	1.00
5/29/2019	TSW Receipt/review correspondence from Clerk regarding conditional rezoning agreement	0.10
	TSW Preparation of letter to downtown building owner requesting inspection; Correspondence to Building Official	0.90
	TSW Correspondence to and from Mayor regarding budget and payroll question; Research regarding issues	0.80

			<u>Hours</u>
5/30/2019	TSW	Continued research regarding local regulation of guns and firearms	0.60
	TSW	Correspondence to and from opposing counsel and City Manager regarding Michigan Seamless Tube presentation regarding proposed groundwater restriction ordinance	0.30
5/31/2019	TSW	Review of documents relating to question regarding budget and payroll	0.30
	TSW	Receipt/review correspondence from resident regarding requested City gun control measures	0.10
SUBTOTAL:			[23.30]
<u>Ordinance Amendment</u>			
5/7/2019	TSW	Review of proposed comprehensive zoning ordinance amendment	0.80
5/23/2019	TSW	Begin review of draft zoning ordinance amendment	2.70
5/29/2019	TSW	Research regarding donation bins for zoning ordinance update	0.40
5/30/2019	TSW	Review and begin preparation of amendment to peddlers, solicitors and canvassers ordinance	0.50
SUBTOTAL:			[4.40]
<u>Personnel</u>			
5/1/2019	TSW	Research regarding personnel question regarding hours and pay	0.50
5/14/2019	TSW	Telephone conference with Bookkeeper regarding wage and hours and benefits questions	0.40

			<u>Hours</u>
5/14/2019	TSW	Preparation of correspondence to City Manager regarding part time salaried personnel option	0.50
5/15/2019	TSW	Continued preparation of and revising correspondence to City Manager regarding part-time salaried personnel options	0.30
SUBTOTAL:			[1.70]
<u>Planning Commission</u>			
5/14/2019	TSW	Correspondence to and from Planning Consultant regarding matters for Planning Commission	0.50
5/21/2019	TSW	Review of rezoning agreement for 825 W. Lake Street; Correspondence to and from Planning Consultant and Clerk regarding agreement and submission for final site plan approval	0.50
SUBTOTAL:			[1.00]
<u>Thomasville Site Condo</u>			
5/1/2019	TSW	Receipt/review of multiple emails regarding meeting	0.10
5/7/2019	TSW	Prepare for and attend meeting with applicant and builder regarding status of planned development	2.20
SUBTOTAL:			[2.30]
<u>Zoning Board of Appeals</u>			
5/21/2019	TSW	Review of Zoning Board of Appeals and bylaws regarding required meetings; Correspondence to Planning Consultant regarding same	0.20

	<u>Hours</u>		
SUBTOTAL:	[0.20]		
		<u>Amount</u>	
For professional services rendered		58.30	\$10,400.00
 <u>Additional charges:</u>			
		<u>Qty/Price</u>	
 <u>City Council</u>			
5/28/2019 Photocopies - City Council Packet		35	
		\$0.20	\$7.00
SUBTOTAL:			[\$7.00]
 <u>General City Attorney Work</u>			
5/1/2019 The Conference Group - Conference Call Charge on 4/8/19 with City officials, applicant and attorney for applicant (South Lyon Bifano Liquor License Application)		1	
		\$8.78	\$8.78
SUBTOTAL:			[\$8.78]
Total costs			<u>\$15.78</u>
Previous balance			\$11,144.40
5/16/2019 Payment - thank you. Check No. 76605			(<u>\$11,144.40</u>)
Balance due			<u><u>\$10,415.78</u></u>

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

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

South Lyon Police Department

"Safeguarding Our Community"

On May 20th at approximately 9:44PM, Sgt. Mike Wittrock and Officer Ron Barbour were dispatched to the South Lyon Woods Manufactured Home Park in response to a suicidal subject in the 200 block of Longfellow Drive. The subject admitted to drinking alcohol and smoking marijuana all day leading up to the incident. The subject advised dispatch that he wanted to attack a police officer with a knife and commit "suicide by cop."

The armed subject indicated that he was not willing to come out of his residence and that he would attack anyone that got near to him. He was determined to wait inside his residence until he was shot.

Officers from neighboring jurisdictions arrived, set up a perimeter around the location, and evacuated the surrounding residents. Sgt. Wittrock had South Lyon Fire and EMS stage near the front of the mobile home community.

Officer Barbour began dialogue with the subject through a rear window and eventually talked him out of his residence. He exited the trailer waving a large knife. Several officers ordered the subject to drop his weapon. The subject's only response was, "Shoot me".

During the commotion, Sgt. Wittrock was able to make his way to the subject's location without being detected, deploy his Taser and disarm the subject. He was physically subdued without further incident and transported to the hospital for a mental health evaluation.

Sgt. Wittrock and Officer Barbour's actions and regard for the safety of everyone involved undoubtedly led to a positive outcome where no one was seriously hurt, and the subject was able to receive the medical help he needed.

AGENDA NOTE

Consent Agenda Item #/

MEETING DATE: July 8, 2019

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: RCOC Participation Agreement

EXPLANATION OF TOPIC: We have received a Participant Agreement from the Road Commission of Oakland County to receive funds associated with the Local Pilot Program. We need to approve the agreement in order to receive the funds.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Participant Agreement, and .

POSSIBLE COURSES OF ACTION: Approve or not approve the Participant Agreement. The City of South Lyons I scheduled to receive \$ as part of the Local Pilot Program.

RECOMMENDATION: Approval to the Participation Agreement for the Local Pilot Program..

SUGGESTED MOTION: Motion by _____, supported by _____ to approve Participation Agreement for the Local Pilot Program.



BOARD OF COMMISSIONERS

1200 N. Telegraph Road
Pontiac, MI 48341-0475
Phone: (248) 858-0100
Fax: (248) 858-1572

June 13, 2019

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

Dear City Manager Zelenak,

I am pleased to inform you that the Board of Commissioners has approved your application for funding under the 2019 Pilot Local Road Improvement Program.

Poor conditions on our roads create an impediment to the economic development of our community and diminish the excellent quality of life our residents expect. Oakland County is proud to be a partner with your local government to provide much needed investment in our local transportation infrastructure.

Enclosed you will find two (2) copies of a Cost Participation Agreement. Following approval by your governing authority and execution of the agreement, please forward the documents to:

Oakland County Board of Commissioners
Attn: Amy Aubry, Analyst
1200 N. Telegraph Road
Pontiac, Michigan 48341-0475

We will return a fully executed copy to you for your records. After you receive the finalized agreement, you can invoice our Management and Budget office as instructed in the agreement for payment.

If you have any questions regarding the program or agreement, please feel to contact Amy Aubry, Analyst of the Board of Commissioners at (248)858-1067 or aubrya@oakgov.com. In addition, please feel free to contact me if I can be of further assistance.

Sincerely,

Philip Weipert
Oakland County Commissioner

LOCAL ROAD IMPROVEMENT MATCHING FUND PILOT PROGRAM

COST PARTICIPATION AGREEMENT

Repairs to Liberty and Other Local Streets

City of South Lyon

Board Project No. 2019-33

This Agreement, made and entered into this ____ day of _____, 2019, by and between the Board of Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the City of South Lyon, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD has established the Pilot Local Road Improvement Matching Fund Program, hereinafter the PROGRAM, for the purposes of improving economic development in Oakland County cities and villages. The terms and policies of the PROGRAM are contained in Attachment A. The BOARD intends the PROGRAM to assist its municipalities by offering limited funds, from state statutory revenue sharing funds, for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages; and

WHEREAS, the BOARD shall participate in a city or village road project in an amount not exceeding 50% of the cost of the road improvement, hereinafter referred to as the PROJECT, and also not exceeding the Preliminary Distribution Formula as it relates to the COMMUNITY, (Attachment B); and

WHEREAS, the COMMUNITY has identified the PROJECT as the Repairs to Liberty and Other Local Streets, as more fully described in Attachment C, attached hereto, and made a part hereof, which improvements involve roads under the jurisdiction of and within the COMMUNITY and are not under the jurisdiction of the Road Commission for Oakland County or state trunk lines; and

WHEREAS, the COMMUNITY has acknowledged and agreed to the BOARD's policies regarding the PROGRAM, Attachment A, and further acknowledge and agree that the PROJECT's purpose is to encourage and assist businesses to locate and expand within Oakland County and shall submit a report to the BOARD identifying the effect of the PROJECT on businesses in the COMMUNITY at the completion of the PROJECT. In addition, the COMMUNITY acknowledges that the program is meant to supplement and not replace funding for existing road programs or projects; and

WHEREAS, the COMMUNITY has acknowledged and agreed that the PROGRAM is expressly established as a pilot program and there is no guarantee that the PROGRAM will be continued from year to year. The BOARD anticipates that most PROJECTS funded under the PROGRAM will be completed by the end of calendar year 2020. There is no obligation on behalf of the BOARD to fund either the PROJECT or the PROGRAM in the future; and

WHEREAS the COMMUNITY has acknowledged and agreed that the COMMUNITY shall assume any and all responsibilities and liabilities arising out of the administration of the PROJECT and that Oakland County shares no such responsibilities in administering the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is \$31,000; and

WHEREAS, said PROJECT involves certain designated and approved Local Road Improvement Matching Funds in the amount of \$15,012, which amount shall be paid to the COMMUNITY by the BOARD; and

WHEREAS, the BOARD and the COMMUNITY have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law and BOARD resolution(s), it is hereby agreed between the COMMUNITY and the BOARD that:

1. The BOARD approves of the PROJECT, and in reliance upon the acknowledgements of the COMMUNITY, finds that the PROJECT meets the purpose of the PROGRAM.

2. The BOARD approves of a total funding amount under the PROGRAM for the PROJECT in an amount not to exceed \$15,012. The COMMUNITY shall submit an invoice to the COUNTY in the amount of \$15,012.

a. The Invoice shall be sent to:

Lynn Sonkiss, Manager of Fiscal Services
Executive Office Building
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328

3. Upon receipt of said invoice and upon execution of this Agreement, the BOARD shall pay the COMMUNITY the sum of \$15,012 from funds available in the PROGRAM.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

OAKLAND COUNTY BOARD OF COMMISSIONERS

By: _____

Its: _____

COMMUNITY

By: _____

Its: _____

PILOT LOCAL ROAD IMPROVEMENT MATCHING FUND PROGRAM

STATEMENT OF PURPOSE

Oakland County Government recognizes that Michigan law places the primary responsibility for road funding on the State and non-county local units of government. However, the County also recognizes that the law does permit a limited, discretionary role for the County in assisting a road commission and local units within a county by supporting some road maintenance and improvement efforts.

Accordingly, for many years Oakland County has voluntarily provided limited assistance to its cities, villages and townships (CVT's) and to the Road Commission of Oakland County (RCOC) by investing in a discretionary Tri-Party Road Program. Authorized under Michigan law, the County's tri-party funding contributions primarily facilitate safety improvement projects on CVT roads under the jurisdiction of the RCOC. By law, tri-party funds cannot be used to fund projects on roads solely under the jurisdiction of CVT's.

Recognizing a continuing need to better maintain local CVT streets and roads, yet being ever mindful of the County's limited responsibility for and jurisdiction over non-County roads and streets, Oakland County Government wishes to pilot a discretionary program that is more flexible than the current Tri-Party Road Program, one that will allow Oakland County to assist its cities and villages with maintenance and safety projects on non-County roads.

Not being the funding responsibility of County government, local CVT roads generally cannot be maintained or improved using County funds because doing so would be considered to be the "gifting" of County resources. However laudable the purpose, Michigan law generally forbids the gifting of government resources. To avoid application of the constitutionally-based gifting restriction, the state legislature must, and in this arena has, determined that a public benefit results from a taxpayer investment, one that provides a *quid pro quo* sufficient to avoid application of the gifting prohibition. Here, the legislature has determined that the economic development benefit presumed to accrue to a county as a result of local street and road investments can provide a sufficient *quid pro quo* to county taxpayers justifying a discretionary county investment in a non-county road, a benefit that constitutes a fair exchange for value and not a gift.

This legislative determination is set forth in 1985 P.A. 9, which amended 1913 P.A. 380, by adding a new section 2, which in pertinent part provides:

"(1)...A county may grant or loan funds to a township, village or city located within that county for the purpose of encouraging and assisting businesses to locate and expand within the county...

(2) A loan or grant made under subsection (1) may be used for local public improvements or to encourage and assist businesses in locating or expanding in this state, to preserve jobs in this state, to encourage investment in the communities in this state, or for other public purposes."

Communities that wish to attract, retain and grow business, retain jobs and encourage community investment, needs a safely maintained road infrastructure. This road infrastructure must include both residential and commercial roads as workers and consumers need to get to and from work, shopping, schools and recreation. In a fiscally prudent and limited manner, the County wishes to

help its cities and villages accomplish this objective by test-piloting a new local road improvement matching fund program.

Any such program must be mindful of the limits imposed under Public Act 9. One important restriction Public Act 9 imposed on grants or loans made pursuant to Subsection 2 of the Act is the mandate that, "A grant or loan under this Subsection shall not be derived from ad valorem taxes except for ad valorem taxes approved by a vote of the people for economic development." This means that funding for an expanded local road assistance program cannot utilize proceeds from any of Oakland County's ad valorem tax levies since no levy has been approved by voters specifically for economic development.

Given this limitation, it appears that the state statutory revenue sharing appropriated to the County can provide a non-ad valorem source of funds that legally can be used to support the pilot program. Competition for those funds, which are limited in amount, is fierce and their yearly availability is subject to the state legislative process. In the recent past, the State stripped all of those funds away from Michigan counties. Understanding that reality, it shall be the policy of the Oakland County Board of Commissioners that the Board shall not appropriate any County funds for a local road improvement matching fund program for non-County roads in any year where the State of Michigan fails to appropriate statutory revenue sharing funds to Oakland County in an amount sufficient to allow the County to first prudently address its core functions.

Act 9 imposes additional conditions on grants and loans. These include requirements that the loan or grant shall be administered within an established application process for proposals; that any grant or loan shall be made at a public hearing of the county board of commissioners and that the Board shall require a report to the county board of commissioners regarding the activities of the recipient and a report as to the degree to which the recipient has met the stated public purpose of the funding.

Understanding all of the above, the Oakland County Board of Commissioners hereby establishes the following Pilot Local Road Improvement Matching Fund Program:

PROGRAM SUMMARY

The Board of Commissioners establishes a Pilot Local Road Improvement Matching Fund Program for the purposes of improving economic development in Oakland County cities and villages. The County intends this Program to assist its municipalities by offering limited matching funds for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages.

A city or village participating in the Local Road Improvement Matching Fund Program shall match any fund authorized by the Board of Commissioners in an amount equal to a minimum of 50% of the cost of the total project award. County participation shall be limited to a maximum of 50% of the cost of the total project budget. Funding shall be utilized to supplement and enhance local road maintenance and improvement programs. Funding is not intended to replace existing budgeted local road programs or to replace funding already committed to road improvements.

PROJECT GUIDELINES

Program funding shall be utilized solely for the purposes of road improvements to roads under the jurisdiction of local cities and villages. Road improvements may include, but not be limited to, paving, resurfacing, lane additions or lengthening, bridges, or drainage as such improvements relate to road safety, structure or relieving congestion.

Program funding:

May be utilized to supplement a local government's matched funding for the purposes of receiving additional federal transportation funding;

May not be utilized to fulfill a local government's responsibility to fund improvements to state trunklines;

Shall be limited to real capital improvements to roadways and shall not be utilized for other purposes, such as administrative expenses, personnel, consultants or other similar purposes;

Shall not be utilized for non-motorized improvements, unless these improvements are included in a project plan for major improvements to a motorized roadway;

Shall be utilized for projects that will result in a measurable improvement in the development of the local economy and contribute to business growth. Recipients shall be responsible for providing an outline of the economic benefits of the project prior to approval and for reporting to the Board of Commissioners after the completion of the project on the benefits achieved as a result of the projects.

ADMINISTRATION

Local Road Improvement Matching Fund Program projects may be appropriated by the Board of Commissioners in compliance with the County budget process. The amount of funds to be dedicated for the Pilot Program shall be determined by the Board of Commissioners on an annual basis. Program funding may be reduced or eliminated based upon the ability of the County government to meet primary constitutional and statutory duties. The Board of Commissioners expressly reserves the right to adjust the County matching funds share at any time based upon County budget needs.

In accordance with MCL 123.872, funds dedicated to the Local Road Improvement Matching Fund Program shall not be derived from ad valorem tax revenues. Program funding shall be limited to funds derived from the County's distribution from the Michigan General Revenue Sharing Act. Reduction or elimination of the County's distribution of revenue sharing funds may result in the elimination or suspension of the program.

Funding availability shall be distributed based upon a formula updated annually. The formula will consist of:

1. A percentage derived from the number of certified local major street miles in each city and village divided by aggregate total of certified local major street miles of all cities and villages in the County.

2. A percentage derived from the population of each city and village as determined by the last decennial census conducted by the U.S. Census Bureau divided by the aggregate total population of cities and villages in the County.
3. A percentage derived from the three-year rolling total of the number of crashes on city and village major local streets divided by the aggregate three-year rolling crash numbers for all city and village major local streets, using the most recent data available. The crash data will be supplied by the Road Commission for Oakland County using data from the Traffic Improvement Association.

Each city and villages percentage allocation shall be determined by adding each factor percentage and dividing that total by three. The amount of funds available for match shall be determined by the total amount of funds allocated by the Board of Commissioners added to an equal amount representing the match provided by local cities and villages.

The Chairman of the Board of Commissioners shall establish a Special Committee on the Local Road Improvement Program. This Special Committee shall consist of three members, with two members representing the majority caucus and one member representing the minority caucus. It shall be the responsibility of the Special Committee to direct the administration of this program, receive applications for program funding and make recommendations of acceptance to the Board of Commissioners. The Special Committee may consult with County departments, staff and the Road Commission for Oakland County in the conduct of its business.

DISBURSEMENT

The Special Committee shall forward recommendations for approval of Local Road Improvement Matching Fund Program projects to the Chairman of the Board of Commissioners. This recommendation shall include a cost participation agreement between the County and participating municipality. Minimally, cost participation agreements shall include: responsibility for administering the project, the project location, purpose, scope, estimated costs including supporting detail, provisions ensuring compliance with project guidelines, as well as disbursement eligibility requirements. The cost participation agreement shall also require the maintenance of supporting documentation to ensure compliance with the following provisions:

1. Any and all supporting documentation for project expenditures reimbursed with appropriated funding shall be maintained a minimum of seven years from the date of final reimbursement for actual expenditures incurred.
2. The Oakland County Auditing Division reserves the right to audit any and all project expenditures reimbursed through the program.

Upon receipt of recommendation of project approval from the Special Committee, the County Commissioner or Commissioners, representing the area included in the proposed project, may introduce a resolution authorizing approval of the project and the release of funds. Resolutions shall be forwarded to the Economic Growth and Infrastructure Committee of the Board of Commissioners, who shall review and issue a recommendation to the Board on the adoption of the resolution. The Chairperson of the Economic Growth and Infrastructure Committee shall schedule a public hearing before the Board of Commissioners prior to consideration of final approval of the resolution.

The deadline for projects to be submitted for consideration shall be established by the Special Committee. The Special Committee may work with participating municipalities to develop a plan

for projects that exceed that municipality's annual allocation amount. This may include a limited plan to rollover that municipality's allocation for a period of years until enough funding availability has accrued to complete the project, subject to funding availability.

Upon completion of project plans and execution of the local participation agreement by the County and governing authority of the local municipality, the participating municipality shall submit an invoice in accordance with the terms and conditions included in the agreement. The Oakland County Department of Management and Budget Fiscal Services Division shall process payments in accordance with policies and procedures as set forth by the Department of Management and Budget and the Oakland County Treasurer.

In the event an eligible local unit of government chooses not to participate in the Local Road Improvement Matching Fund Program, any previously undistributed allocated funding may be reallocated to all participating local units of government at the discretion of the Local Road Improvement Program Special Committee.

At the completion of each project, the participating local government shall provide a report to the Board of Commissioners regarding the activities of the recipient and the degree to which the recipient has met the stated public purpose of the funding as required by MCL 123.872.

LRIP DISTRIBUTION FORMULA
2019

City/Town	Capitol	Total Road Miles	Population	Pop%	Cash Data	Grat%	Miles Post-Cash	Minimum Project Cost	Reliever Allocation	Max County Match
Auburn Hills	32.33	4.82%	21,412	2.80%	236	1.34%	2.99%	\$89,579	\$698	\$45,488
Berkley	15.63	2.33%	14,970	1.96%	55	0.31%	1.53%	\$46,018	\$358	\$23,367
Beverly Hills	10.99	1.64%	10,267	1.34%	40	0.23%	1.07%	\$32,068	\$250	\$16,284
Bingham Farms	1.02	0.15%	1,111	0.15%	54	0.31%	0.20%	\$5,061	\$47	\$3,078
Birmingham	21.87	3.26%	20,103	2.63%	580	3.29%	3.06%	\$91,782	\$715	\$46,606
Bloomfield Hills	8.83	1.32%	3,869	0.51%	235	1.33%	1.05%	\$31,623	\$246	\$16,058
Clarkston	1.48	0.22%	882	0.12%	37	0.21%	0.18%	\$5,498	\$43	\$2,792
Clawson	9.62	1.44%	11,825	1.55%	134	0.76%	1.25%	\$37,497	\$292	\$19,041
Farmington	7.36	1.10%	10,372	1.36%	183	1.04%	1.17%	\$34,975	\$272	\$17,760
Farmington Hills	58.36	8.71%	79,740	10.43%	1955	11.08%	10.07%	\$302,234	\$2,354	\$153,471
Ferndale	20.99	3.13%	19,900	2.60%	219	1.24%	2.32%	\$69,716	\$543	\$35,401
Franklin	4.34	0.65%	3,150	0.41%	48	0.27%	0.44%	\$13,321	\$104	\$6,765
Hazel Park	17.12	2.55%	16,422	2.15%	188	1.07%	1.92%	\$57,658	\$449	\$29,278
Holly	7	1.04%	6,086	0.80%	83	0.47%	0.77%	\$23,105	\$180	\$11,733
Huntington Woods	6.95	1.04%	6,238	0.82%	58	0.33%	0.79%	\$21,888	\$170	\$11,114
Keego Harbor	1.99	0.29%	2,970	0.39%	80	0.45%	0.36%	\$11,335	\$88	\$5,756
Lake Angelus	0	0.00%	290	0.04%	22	0.12%	0.06%	\$1,135	\$9	\$567
Lake Orion	2.74	0.41%	2,973	0.39%	123	0.70%	0.50%	\$14,973	\$117	\$7,604
Lathrup Village	7.36	1.10%	4,075	0.53%	185	1.05%	0.89%	\$26,788	\$209	\$13,603
Leonard	2.34	0.35%	403	0.05%	4	0.02%	0.14%	\$4,227	\$33	\$2,147
Madison Heights	21.5	3.21%	29,694	3.89%	745	4.22%	3.77%	\$113,236	\$882	\$7,500
Millford	7.3	1.09%	6,175	0.81%	108	0.61%	0.84%	\$25,123	\$196	\$12,758
Northville	0.8	0.12%	5,970	0.78%	109	0.62%	0.51%	\$15,179	\$118	\$7,708
Oak Park	39.52	5.90%	55,224	7.23%	1313	7.41%	6.86%	\$205,737	\$1,602	\$104,471
Orchard Lake	18.35	2.74%	29,319	3.84%	275	1.56%	2.71%	\$81,390	\$634	\$41,329
Ortonville	3.21	0.48%	1,442	0.19%	40	0.23%	0.42%	\$12,603	\$98	\$6,400
Oxford	6.01	0.90%	3,436	0.45%	107	0.61%	0.65%	\$8,968	\$70	\$4,554
Pleasant Ridge	3.59	0.54%	2,526	0.33%	145	0.82%	0.56%	\$16,920	\$132	\$8,582
Pontiac	70.21	10.47%	59,515	7.79%	1264	7.17%	8.48%	\$254,259	\$1,980	\$129,110
Rochester	8.59	1.28%	12,711	1.66%	245	1.39%	1.44%	\$43,290	\$337	\$21,982
Rochester Hills	38.61	5.76%	70,995	9.29%	1945	11.05%	8.69%	\$260,767	\$2,031	\$132,415
Royal Oak	63.96	9.54%	57,236	7.49%	1083	6.14%	7.72%	\$231,698	\$1,804	\$117,653
South Lyon	4.43	0.66%	11,327	1.48%	144	0.82%	0.99%	\$29,564	\$230	\$15,012
Southfield	64.71	9.65%	71,739	9.39%	2452	13.90%	10.98%	\$329,410	\$2,565	\$167,270
Sylvan Lake	2.58	0.38%	1,720	0.23%	66	0.37%	0.35%	\$9,842	\$77	\$4,998
Troy	57.34	8.55%	80,980	10.60%	2343	13.28%	10.81%	\$324,331	\$2,526	\$164,692
Walled Lake	5.34	0.80%	6,999	0.92%	153	0.87%	0.86%	\$25,874	\$201	\$13,138
Warren	10.49	1.56%	13,488	1.77%	408	2.31%	1.88%	\$56,431	\$439	\$28,655
Wolverine	3.69	0.55%	4,312	0.56%	57	0.32%	0.48%	\$14,331	\$112	\$7,278
TOTAL	500.23	100.00%	762,311	100.00%	17,639	100.00%	100.00%	\$3,000,000	\$22,000	\$1,725,553

ATTACHMENT C

Pilot Local Road Improvement Matching Fund Program

Repairs to Liberty and Other Local Streets

City of South Lyon

Board Project No. 2019-33

Replacement of concrete and/or asphalt sections and joint and crack pavement sealing on Liberty and other local streets in the business district.

ESTIMATED PROJECT COST

Construction Costs	\$31,000
Total Estimated Project Costs	<u>\$31,000</u>

COST PARTICIPATION BREAKDOWN:

	COMMUNITY	COUNTY	TOTAL
FY2019 LRIP Program	\$14,782	\$14,782	\$29,564
Additional Contribution	\$1,206	\$230	\$1,436
TOTAL SHARES	\$15,988	\$15,012	\$31,000

LOCAL ROAD IMPROVEMENT MATCHING FUND PILOT PROGRAM

COST PARTICIPATION AGREEMENT

Repairs to Liberty and Other Local Streets

City of South Lyon

Board Project No. 2019-33

This Agreement, made and entered into this ____ day of _____, 2019, by and between the Board of Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the City of South Lyon, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD has established the Pilot Local Road Improvement Matching Fund Program, hereinafter the PROGRAM, for the purposes of improving economic development in Oakland County cities and villages. The terms and policies of the PROGRAM are contained in Attachment A. The BOARD intends the PROGRAM to assist its municipalities by offering limited funds, from state statutory revenue sharing funds, for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages; and

WHEREAS, the BOARD shall participate in a city or village road project in an amount not exceeding 50% of the cost of the road improvement, hereinafter referred to as the PROJECT, and also not exceeding the Preliminary Distribution Formula as it relates to the COMMUNITY, (Attachment B); and

WHEREAS, the COMMUNITY has identified the PROJECT as the Repairs to Liberty and Other Local Streets, as more fully described in Attachment C, attached hereto, and made a part hereof, which improvements involve roads under the jurisdiction of and within the COMMUNITY and are not under the jurisdiction of the Road Commission for Oakland County or state trunk lines; and

WHEREAS, the COMMUNITY has acknowledged and agreed to the BOARD's policies regarding the PROGRAM, Attachment A, and further acknowledge and agree that the PROJECT's purpose is to encourage and assist businesses to locate and expand within Oakland County and shall submit a report to the BOARD identifying the effect of the PROJECT on businesses in the COMMUNITY at the completion of the PROJECT. In addition, the COMMUNITY acknowledges that the program is meant to supplement and not replace funding for existing road programs or projects; and

WHEREAS, the COMMUNITY has acknowledged and agreed that the PROGRAM is expressly established as a pilot program and there is no guarantee that the PROGRAM will be continued from year to year. The BOARD anticipates that most PROJECTS funded under the PROGRAM will be completed by the end of calendar year 2020. There is no obligation on behalf of the BOARD to fund either the PROJECT or the PROGRAM in the future; and

WHEREAS the COMMUNITY has acknowledged and agreed that the COMMUNITY shall assume any and all responsibilities and liabilities arising out of the administration of the PROJECT and that Oakland County shares no such responsibilities in administering the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is \$31,000; and

WHEREAS, said PROJECT involves certain designated and approved Local Road Improvement Matching Funds in the amount of \$15,012, which amount shall be paid to the COMMUNITY by the BOARD; and

WHEREAS, the BOARD and the COMMUNITY have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law and BOARD resolution(s), it is hereby agreed between the COMMUNITY and the BOARD that:

1. The BOARD approves of the PROJECT, and in reliance upon the acknowledgements of the COMMUNITY, finds that the PROJECT meets the purpose of the PROGRAM.

2. The BOARD approves of a total funding amount under the PROGRAM for the PROJECT in an amount not to exceed \$15,012. The COMMUNITY shall submit an invoice to the COUNTY in the amount of \$15,012.

a. The Invoice shall be sent to:

Lynn Sonkiss, Manager of Fiscal Services
Executive Office Building
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328

3. Upon receipt of said invoice and upon execution of this Agreement, the BOARD shall pay the COMMUNITY the sum of \$15,012 from funds available in the PROGRAM.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

OAKLAND COUNTY BOARD OF COMMISSIONERS

By: _____

Its: _____

COMMUNITY

By: _____

Its: _____

PILOT LOCAL ROAD IMPROVEMENT MATCHING FUND PROGRAM

STATEMENT OF PURPOSE

Oakland County Government recognizes that Michigan law places the primary responsibility for road funding on the State and non-county local units of government. However, the County also recognizes that the law does permit a limited, discretionary role for the County in assisting a road commission and local units within a county by supporting some road maintenance and improvement efforts.

Accordingly, for many years Oakland County has voluntarily provided limited assistance to its cities, villages and townships (CVT's) and to the Road Commission of Oakland County (RCOC) by investing in a discretionary Tri-Party Road Program. Authorized under Michigan law, the County's tri-party funding contributions primarily facilitate safety improvement projects on CVT roads under the jurisdiction of the RCOC. By law, tri-party funds cannot be used to fund projects on roads solely under the jurisdiction of CVT's.

Recognizing a continuing need to better maintain local CVT streets and roads, yet being ever mindful of the County's limited responsibility for and jurisdiction over non-County roads and streets, Oakland County Government wishes to pilot a discretionary program that is more flexible than the current Tri-Party Road Program, one that will allow Oakland County to assist its cities and villages with maintenance and safety projects on non-County roads.

Not being the funding responsibility of County government, local CVT roads generally cannot be maintained or improved using County funds because doing so would be considered to be the "gifting" of County resources. However laudable the purpose, Michigan law generally forbids the gifting of government resources. To avoid application of the constitutionally-based gifting restriction, the state legislature must, and in this arena has, determined that a public benefit results from a taxpayer investment, one that provides a *quid pro quo* sufficient to avoid application of the gifting prohibition. Here, the legislature has determined that the economic development benefit presumed to accrue to a county as a result of local street and road investments can provide a sufficient *quid pro quo* to county taxpayers justifying a discretionary county investment in a non-county road, a benefit that constitutes a fair exchange for value and not a gift.

This legislative determination is set forth in 1985 P.A. 9, which amended 1913 P.A. 380, by adding a new section 2, which in pertinent part provides:

"(1)...A county may grant or loan funds to a township, village or city located within that county for the purpose of encouraging and assisting businesses to locate and expand within the county...

(2) A loan or grant made under subsection (1) may be used for local public improvements or to encourage and assist businesses in locating or expanding in this state, to preserve jobs in this state, to encourage investment in the communities in this state, or for other public purposes."

Communities that wish to attract, retain and grow business, retain jobs and encourage community investment, needs a safely maintained road infrastructure. This road infrastructure must include both residential and commercial roads as workers and consumers need to get to and from work, shopping, schools and recreation. In a fiscally prudent and limited manner, the County wishes to

PROJECT GUIDELINES

Program funding shall be utilized solely for the purposes of road improvements to roads under the jurisdiction of local cities and villages. Road improvements may include, but not be limited to, paving, resurfacing, lane additions or lengthening, bridges, or drainage as such improvements relate to road safety, structure or relieving congestion.

Program funding:

May be utilized to supplement a local government's matched funding for the purposes of receiving additional federal transportation funding;

May not be utilized to fulfill a local government's responsibility to fund improvements to state trunklines;

Shall be limited to real capital improvements to roadways and shall not be utilized for other purposes, such as administrative expenses, personnel, consultants or other similar purposes;

Shall not be utilized for non-motorized improvements, unless these improvements are included in a project plan for major improvements to a motorized roadway;

Shall be utilized for projects that will result in a measurable improvement in the development of the local economy and contribute to business growth. Recipients shall be responsible for providing an outline of the economic benefits of the project prior to approval and for reporting to the Board of Commissioners after the completion of the project on the benefits achieved as a result of the projects.

ADMINISTRATION

Local Road Improvement Matching Fund Program projects may be appropriated by the Board of Commissioners in compliance with the County budget process. The amount of funds to be dedicated for the Pilot Program shall be determined by the Board of Commissioners on an annual basis. Program funding may be reduced or eliminated based upon the ability of the County government to meet primary constitutional and statutory duties. The Board of Commissioners expressly reserves the right to adjust the County matching funds share at any time based upon County budget needs.

In accordance with MCL 123.872, funds dedicated to the Local Road Improvement Matching Fund Program shall not be derived from ad valorem tax revenues. Program funding shall be limited to funds derived from the County's distribution from the Michigan General Revenue Sharing Act. Reduction or elimination of the County's distribution of revenue sharing funds may result in the elimination or suspension of the program.

Funding availability shall be distributed based upon a formula updated annually. The formula will consist of:

1. A percentage derived from the number of certified local major street miles in each city and village divided by aggregate total of certified local major street miles of all cities and villages in the County.

2. A percentage derived from the population of each city and village as determined by the last decennial census conducted by the U.S. Census Bureau divided by the aggregate total population of cities and villages in the County.
3. A percentage derived from the three-year rolling total of the number of crashes on city and village major local streets divided by the aggregate three-year rolling crash numbers for all city and village major local streets, using the most recent data available. The crash data will be supplied by the Road Commission for Oakland County using data from the Traffic Improvement Association.

Each city and villages percentage allocation shall be determined by adding each factor percentage and dividing that total by three. The amount of funds available for match shall be determined by the total amount of funds allocated by the Board of Commissioners added to an equal amount representing the match provided by local cities and villages.

The Chairman of the Board of Commissioners shall establish a Special Committee on the Local Road Improvement Program. This Special Committee shall consist of three members, with two members representing the majority caucus and one member representing the minority caucus. It shall be the responsibility of the Special Committee to direct the administration of this program, receive applications for program funding and make recommendations of acceptance to the Board of Commissioners. The Special Committee may consult with County departments, staff and the Road Commission for Oakland County in the conduct of its business.

DISBURSEMENT

The Special Committee shall forward recommendations for approval of Local Road Improvement Matching Fund Program projects to the Chairman of the Board of Commissioners. This recommendation shall include a cost participation agreement between the County and participating municipality. Minimally, cost participation agreements shall include: responsibility for administering the project, the project location, purpose, scope, estimated costs including supporting detail, provisions ensuring compliance with project guidelines, as well as disbursement eligibility requirements. The cost participation agreement shall also require the maintenance of supporting documentation to ensure compliance with the following provisions:

1. Any and all supporting documentation for project expenditures reimbursed with appropriated funding shall be maintained a minimum of seven years from the date of final reimbursement for actual expenditures incurred.
2. The Oakland County Auditing Division reserves the right to audit any and all project expenditures reimbursed through the program.

Upon receipt of recommendation of project approval from the Special Committee, the County Commissioner or Commissioners, representing the area included in the proposed project, may introduce a resolution authorizing approval of the project and the release of funds. Resolutions shall be forwarded to the Economic Growth and Infrastructure Committee of the Board of Commissioners, who shall review and issue a recommendation to the Board on the adoption of the resolution. The Chairperson of the Economic Growth and Infrastructure Committee shall schedule a public hearing before the Board of Commissioners prior to consideration of final approval of the resolution.

The deadline for projects to be submitted for consideration shall be established by the Special Committee. The Special Committee may work with participating municipalities to develop a plan

LRIP DISTRIBUTION FORMULA

2019

Attachment "B"

City/Village	Cart Major Local Road	Mi. Miles	%	Population	Pop. %	Cash Data	Crash	Miles-Pop-Crash	Minimum Project Cost	Rollover Allocation	Max. County Match
Auburn Hills	32.33	4.82%	21,412	2.80%	236	1.34%	2.99%	\$89,579	\$698	\$45,488	
Berkley	15.63	2.33%	14,970	1.96%	55	0.31%	1.53%	\$46,018	\$358	\$23,367	
Beverly Hills	10.99	1.64%	10,267	1.34%	40	0.23%	1.07%	\$32,068	\$250	\$16,284	
Bingham Farms	1.02	0.15%	1,111	0.15%	54	0.31%	0.20%	\$6,061	\$47	\$3,078	
Birmingham	21.87	3.26%	20,103	2.63%	580	3.29%	3.06%	\$91,782	\$715	\$46,606	
Bloomfield Hills	8.83	1.32%	3,869	0.51%	235	1.33%	1.05%	\$31,623	\$246	\$16,058	
Clarkston	1.48	0.22%	882	0.12%	37	0.21%	0.18%	\$5,498	\$43	\$2,792	
Clawson	9.62	1.44%	11,825	1.55%	134	0.76%	1.25%	\$37,497	\$292	\$19,041	
Farmington	7.36	1.10%	10,372	1.36%	183	1.04%	1.17%	\$34,975	\$272	\$17,760	
Farmington Hills	58.36	8.71%	79,740	10.43%	1955	11.08%	10.07%	\$302,234	\$2,354	\$153,471	
Ferdale	20.99	3.13%	19,900	2.60%	219	1.24%	2.32%	\$69,716	\$543	\$35,401	
Franklin	4.34	0.65%	3,150	0.41%	48	0.27%	0.44%	\$13,321	\$104	\$6,765	
Hazel Park	17.12	2.55%	16,422	2.15%	188	1.07%	1.92%	\$29,105	\$180	\$29,278	
Holly	7	1.04%	6,086	0.80%	83	0.47%	0.77%	\$21,888	\$170	\$11,733	
Huntington Woods	6.95	1.04%	6,238	0.82%	58	0.33%	0.73%	\$11,335	\$88	\$11,114	
Keego Harbor	1.93	0.29%	2,970	0.39%	80	0.45%	0.38%	\$11,335	\$88	\$5,756	
Lake Angelus	0	0.00%	290	0.04%	22	0.12%	0.04%	\$1,135	\$9	\$567	
Lake Orion	2.74	0.41%	2,973	0.39%	123	0.70%	0.50%	\$14,973	\$117	\$7,604	
Lathrup Village	7.36	1.10%	4,075	0.53%	185	1.05%	0.89%	\$26,788	\$209	\$13,603	
Leonard	2.34	0.35%	403	0.05%	4	0.02%	0.14%	\$4,227	\$33	\$2,147	
Madison Heights	21.5	3.21%	29,604	3.89%	745	4.22%	3.77%	\$113,236	\$882	\$57,500	
Milford	7.3	1.09%	6,175	0.81%	108	0.61%	0.84%	\$25,123	\$196	\$12,758	
Northville	0.8	0.12%	5,970	0.78%	109	0.62%	0.51%	\$15,179	\$118	\$7,708	
Novi	39.52	5.90%	55,224	7.23%	1313	7.44%	6.86%	\$205,737	\$1,602	\$104,471	
Oak Park	18.35	2.74%	29,319	3.84%	275	1.56%	2.71%	\$81,390	\$634	\$41,329	
Orchard Lake	1.8	0.27%	2,375	0.31%	120	0.68%	0.42%	\$12,603	\$98	\$6,400	
Ortonville	3.21	0.48%	1,442	0.19%	40	0.23%	0.30%	\$8,968	\$70	\$4,584	
Oxford	6.01	0.90%	3,436	0.45%	107	0.61%	0.65%	\$19,566	\$152	\$9,935	
Pleasant Ridge	3.59	0.54%	2,526	0.33%	145	0.82%	0.56%	\$16,920	\$132	\$8,592	
Pontiac	70.21	10.47%	59,515	7.79%	1264	7.17%	8.48%	\$254,259	\$1,980	\$129,110	
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Troy	57.34	8.55%	80,980	10.60%	2943	13.28%	10.81%	\$24,331	\$2,526	\$164,692	
Walled Lake	5.34	0.80%	6,999	0.92%	153	0.87%	0.86%	\$25,874	\$201	\$13,138	
Westland	10.49	1.56%	13,498	1.77%	408	2.31%	1.88%	\$56,431	\$439	\$28,655	
Wolverine	3.69	0.55%	4,312	0.56%	57	0.32%	0.48%	\$14,331	\$112	\$7,278	
TOTAL	570.29	100.00%	64,251	100.00%	17,659	100.00%	100.00%	\$3,000,000	\$2,565	\$1,523,835	

2019

for projects that exceed that municipality's annual allocation amount. This may include a limited plan to rollover that municipality's allocation for a period of years until enough funding availability has accrued to complete the project, subject to funding availability.

Upon completion of project plans and execution of the local participation agreement by the County and governing authority of the local municipality, the participating municipality shall submit an invoice in accordance with the terms and conditions included in the agreement. The Oakland County Department of Management and Budget Fiscal Services Division shall process payments in accordance with policies and procedures as set forth by the Department of Management and Budget and the Oakland County Treasurer.

In the event an eligible local unit of government chooses not to participate in the Local Road Improvement Matching Fund Program, any previously undistributed allocated funding may be reallocated to all participating local units of government at the discretion of the Local Road Improvement Program Special Committee.

At the completion of each project, the participating local government shall provide a report to the Board of Commissioners regarding the activities of the recipient and the degree to which the recipient has met the stated public purpose of the funding as required by MCL 123.872.

ATTACHMENT C

Pilot Local Road Improvement Matching Fund Program

Repairs to Liberty and Other Local Streets

City of South Lyon

Board Project No. 2019-33

Replacement of concrete and/or asphalt sections and joint and crack pavement sealing on Liberty and other local streets in the business district.

ESTIMATED PROJECT COST

Construction Costs	\$31,000
Total Estimated Project Costs	<u>\$31,000</u>

COST PARTICIPATION BREAKDOWN:

	COMMUNITY	COUNTY	TOTAL
FY2019 LRIP Program	\$14,782	\$14,782	\$29,564
Additional Contribution	\$1,206	\$230	\$1,436
TOTAL SHARES	\$15,988	\$15,012	\$31,000

AGENDA NOTE

Consent Agenda: Item # 2

MEETING DATE: July 8, 2019

PERSON PLACING ITEM ON AGENDA: Police Chief

AGENDA TOPIC: August 2019 Brews, Bites & Beats Event

EXPLANATION OF TOPIC: The South Lyon Area Chamber of Commerce has submitted a request for their Brews, Bites & Beats event, which includes musical entertainment, food vendors, and a beer tent.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Block Party Application, Beer Tent/Stage Map, Fire Department Plan Review, Certificate of Insurance, Hold Harmless Agreement.

POSSIBLE COURSES OF ACTION: Approve/Do Not Approve the request.

RECOMMENDATION: Approve the request.

SUGGESTED MOTION:

Motion by _____, supported by _____
to approve the use of the Whipple Street Parking lot for the South Lyon Area Chamber of Commerce Brews, Bites & Beats event with set-up beginning at 7:00 a.m. on August 1, 2019 and clean up completed by 12:00 p.m. on August 3, 2019.

07/08/19



SOUTH LYON POLICE DEPARTMENT

219 Whipple

South Lyon, Michigan 48178

Ph: (248)437-1773 / Fax: (248)437-0459

BLOCK PARTY APPLICATION

Date Application Submitted: 4/27/19 ⁰²¹

Requested Block-off Date: 8/2/19

Applicant / Contact's Name: Andrea Meyer / KVCC PH #: [REDACTED]

Applicant Address: 58000 Grand River Ave, New Hudson, MI 48165

Block-off Time: 7 am. 8/1/19

Block-off removal Time: midnight 8/3

Street Names to be blocked off: Request for Whipple Street lot to be blocked - No parking all day Friday 8/2 + in use through Saturday 8/3.

1) Print ALL LAST NAMES and ADDRESSES participating in the Block Party. (ALL residents within the blocked-off area must agree to the block-off)

KVCC 58000 Grand River Ave, N.H. 48165
S. L. Kiwanis

2) ATTACH sheet of paper with SIGNATURES and ADDRESSES of all residents agreeing to the Block Party.

Andrea Meyer
Applicant's SIGNATURE

Approved

Chief Christopher J. Sisk

BREWS, BITES & BRATS

BLUES BREWS BRATS

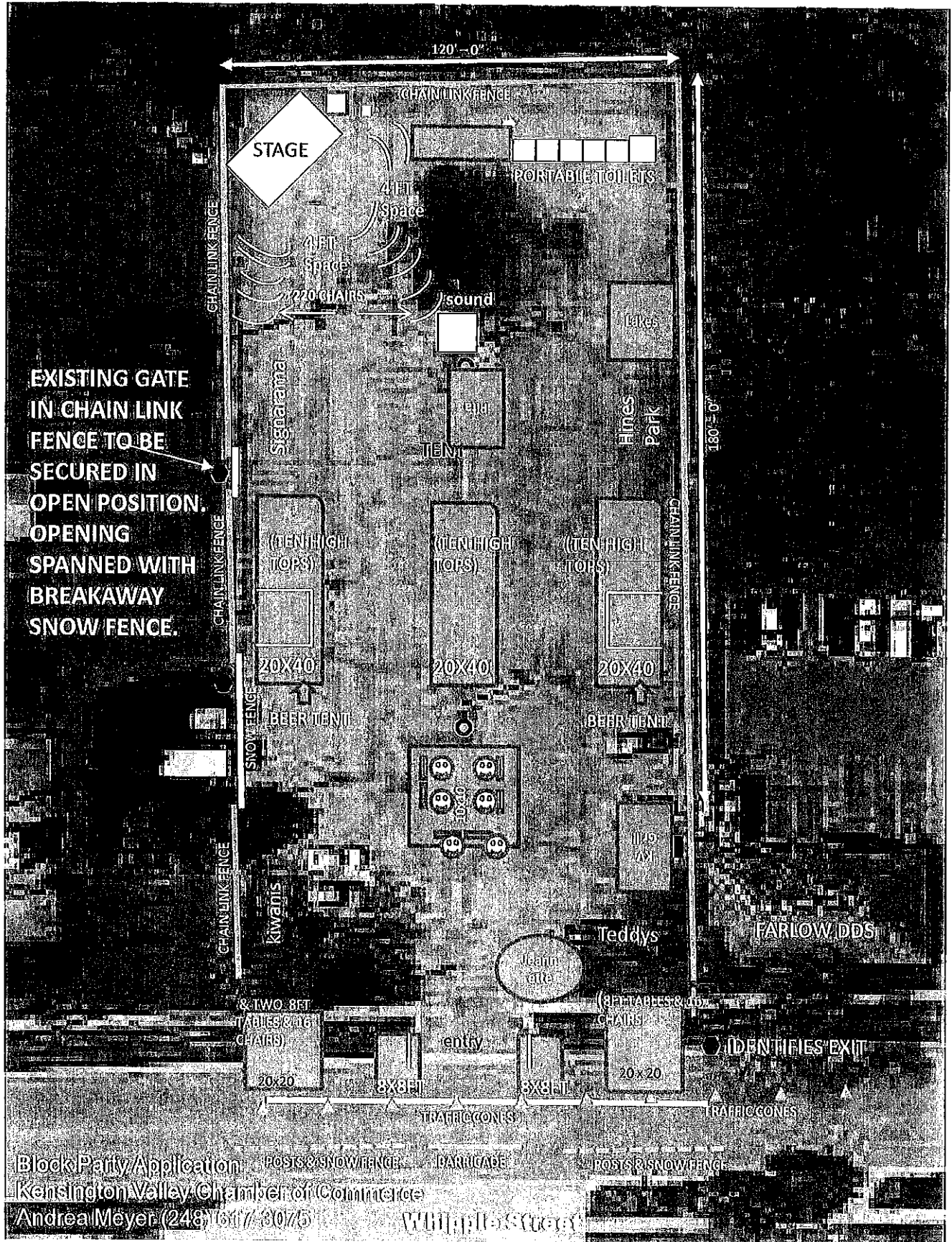
Saturday, August 3 2019 - 6pm to 11:30 pm
Whipple Street Parking Lot - Downtown South Lyon



Block Party Application
Kensington Valley Chamber of Commerce
Andrea Meyer (248) 617-3075
2019

BREWS, BITES & BEATS

Saturday, August 3, 2019 - 6pm to 11:30 pm
Whipple Street Parking Lot - Downtown South Lyon





SOUTH LYON FIRE DEPARTMENT

217 Whipple Street, South Lyon, MI 48178
Phone: 248-437-2616 Fax: 248-437-3025
www.southlyonfire.com

JULY 27, 2019

Chief Christopher Sovik
South Lyon Police Department
219 Whipple St.
South Lyon, MI 48178

Andrea Meyer
Executive Director
Kensington Valley Chamber of Commerce
58000 Grand River Avenue
New Hudson, MI 48165
andreameyer@kensingtonvalleychamber.com

RE: Brews Bites and Beats event - 2019
South Lyon, MI 48178

The South Lyon Fire Department has received the application for the upcoming Brews Bites and Beats event located at the city lot across from the fire station on Whipple Street. The plan calls for the temporary use of numerous large tents for seating and beer sales, as well as the use of the open parking lot as a gathering.

The occupant load for the event is set at 2,200 persons as years before. At no time, shall the occupant load for the event exceed this occupant load.

This plan review was conducted in accordance with the International Fire Code (IFC) 2015 Edition.

We have no objections to this proposed tent/event application; subject to the following conditions:

1. No smoking or open flame appliances (no smoking signage required) within or adjacent to tent. **IFC 3104.6 & IFC 3104.7**
2. If the tents are enclosed by sides; there shall be a minimum of 2 exits required that are remote from one another, with a minimum width of 72" each. The exits shall be placed a distance apart equal to, not less than $\frac{1}{2}$ the length of the maximum overall diagonal dimension of the area served. All exits shall provide a continuous and unobstructed path of travel to a public way. **IFC 3103.12.2**
3. Tents shall be provided with approved emergency lighting, with backup power capabilities. **IFC 3103.12.7**
4. One fire extinguisher shall be provided for each 20x40 tent. Minimum size is a 2A:10BC (8lbs). **IFC 3104.12 & IFC 906**



SOUTH LYON FIRE DEPARTMENT

217 Whipple Street, South Lyon, MI 48178
Phone: 248-437-2616 Fax: 248-437-3025
www.southlyonfire.com

5. The tents shall not be within 20 ft. of lot lines, buildings, other tents, internal combustion engines (including heaters) or parked vehicles. **IFC 3103.8.2**
6. Tents and their appurtenances shall be adequately roped, braced and anchored to withstand the elements of weather and prevent against collapsing. **IFC 3103.9**
7. Exits shall be clearly marked. Exit signs shall be installed at required exit doorways and where otherwise necessary to indicate clearly the direction of egress where the exit serves an occupant load of 50 or more. **IFC 3103.12.6**
8. The required width of exits, aisles and passageways shall be maintained at all times to a public way. Guy wires, guy ropes and other support members shall not cross a means of egress at a height of less than 8 feet. **IFC 3103.12.8**
9. Tents shall have a permanently affixed label bearing the identification of size and fabric or material type. **IFC 3103.3**
10. A certification and/or affidavit shall be submitted to the fire code official. A copy shall be retained on the premises on which the tent is located. The affidavit shall attest to all of the following information relative to the flame propagation performance criteria of the fabric:
 - Names and address of the owners of the tent.
 - Date the fabric was last treated with flame-retardant solution.
 - Trade name or kind of chemical used in treatment.
 - Name of person or firm treating the material.
 - Name of testing agency and test standard by which the fabric was tested. **IFC 3104.4**
11. Seating arrangement of 20 continuous seats with 48" aisles remains. Without no outside chairs permitted.
12. Concerning the existing gate on the West side of the event site, a placard of an approved size shall be conspicuously located at the exit reading "emergency exit". Size of lettering shall be approved by Fire Official.
13. The tent is subject to the approval of the City of South Lyon as necessary.

If you have any questions about this plan review report, please feel free to contact me at (248)437-2616.

Respectfully,

Alan Matthews
Fire Inspector



KENSVAL-10

DBRZUCHOWSKI

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/26/2019

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

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

PRODUCER Hartland Insurance Agency, Inc. PO Box 129 Hartland, MI 48353	CONTACT NAME: Joseph Knopp	
	PHONE (A/C, No, Ext): (810) 632-5161 220 FAX (A/C, No): (810) 632-6776	
	E-MAIL ADDRESS: Josephknopp@hartlandinsurance.com	
INSURED Kensington Valley Chamber of Commerce 58000 Grand River New Hudson, MI 48165	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Secura Insurance	22543
	INSURER B: Citizens Insurance	31634
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD YWV	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	CP3286588	5/1/2019	5/1/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 200,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		CP3286588	5/1/2019	5/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	WHH9191267	6/23/2019	6/23/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability	X	CP3286588	5/1/2019	5/1/2020	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Huron-Clinton Metropolitan Authority
13000 High Ridge Drive
Brighton, MI 48114

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

AUTHORIZED REPRESENTATIVE

Deana Byrd

HOLD HARMLESS

To the fullest extent permitted by law the Kensington Valley Chamber
(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 and volunteers, and others working
on behalf of the City of South Lyon against any and all claims, demands, suits, or loss,
including all costs connected therewith, and for any damages which may be asserted,
claimed, or recovered against or from the City of South Lyon by reason of personal
injury, including bodily injury or death and/or property damage, including loss of use
thereof, which arises out of, or is in any way connected or associated with this event.

Andric Meyer
Signature

6/26/19
Date



Kensington Valley
Chamber OF Commerce

DATE: May 2019

TO: South Lyon City Council

FROM: Andrea Meyer, chamber director

RE: Brews Bites and Beats summer festival

On behalf of the Chamber of Commerce for the South Lyon area, I respectfully request approval to hold the annual *Brews, Bites* and *Beats* Festival August 3, 2019 at the Whipple Street lot behind the South Lyon Hotel.

As always, this summer festival has potential to draw many to the City of South Lyon further supporting our local businesses and driving income into the downtown area. Vendors will be encouraged to showcase their businesses at booths throughout the event venue.

Attached is an event breakdown which includes some additional logistics.

Thank you for your consideration of this event.

AGENDA NOTE

New Business: Item # /

MEETING DATE: July 8, 2019

PERSON PLACING ITEM ON AGENDA: Police Chief

AGENDA TOPIC: Pumpkinfest Parade

EXPLANATION OF TOPIC: A request was received for a permit for the Pumpkinfest Parade and associated road closures planned for September 28, 2019 from 10:00 a.m. to 12:00 p.m.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Parade application, map, Insurance Quote/letter, Road Closure Approval form

POSSIBLE COURSES OF ACTION: Approve/do not approve the requested road closure.

RECOMMENDATION: Approve the requested closures.

SUGGESTED MOTION: Motion by _____, supported by _____ Resolved That Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permit to conduct the Pumpkinfest Parade on September 28, 2019 at 10:00 a.m. and the related street closure:

Pontiac Trail from 9 Mile Road to Liberty Street

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

Be it further resolved that West Liberty St. from Lafayette St. to McMunn St.; McMunn St. from West Liberty St. to Michigan Seamless Tube just south of McHattie shall be closed on Saturday, September 28, 2018 from 10:00 a.m. to 12:00 p.m.

APPROVAL OF ROAD CLOSURES-

Motion by _____, supported by _____

Resolved That Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permit to conduct the Pumpkinfest Parade on September 28, 2019 at 10:00 a.m. and the related street closure: Pontiac Trail from 9 Mile Road to Liberty Street.

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

VOTE:

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of South Lyon, County of Oakland, State of Michigan, at a regularly scheduled meeting of July 8, 2019, 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
South Lyon, Michigan 48178
Ph: (248)437-1773 / Fax: (248)437-0459

PARADE / DEMONSTRATION APPLICATION

Date Application Submitted: 5-14-19 Requested Date of Event: 9-28-19

Applicant / Contact's Name: Kathy Swan PH #: [REDACTED]

Applicant Address: P.O. Box 696 South Lyon, MI 48178

Business / Organizations Name (If Applicable): Pumpkin Fest of the SL area

Bus. Ph#: Same Bus. Address: Same

President /CEO (Responsible for Event): Same Direct Ph#: _____

Parade START Time: 10:00 (a.m./p.m.) Parade END Time: 12:00 a.m. (p.m.)

Approximate Number of PERSONS: _____ Organization Names: _____
500-700 participants

Approximate Number of VEHICLES: 40 Types of Vehicles: _____
Cars, Trucks, trailers, scooters, golf carts

Approximate Number of ANIMALS: 4-6 SPECIFIC Animals: _____
Horses & Dogs

Amount of space to be maintained between and /all units in Parade: 20-30 ft

Route to be traveled (Include Street Names and Turning Directions): _____
see attached parade route

Kathy Swan
Applicant's SIGNATURE

Kathy Swan
Responsible Party's SIGNATURE

APPROVED [] DENIED []

Chief Christopher J. Solt

Shinberg Insurance

 ACRISURE Agency Partner

March 8, 2019

Kathy Swan
Pumpkinfest of the South Lyon Area
PO Box 696
South Lyon, MI 48178

RE: **Special Event Liability & Liquor Liability Coverage**
Policy Period September 27-29, 2019

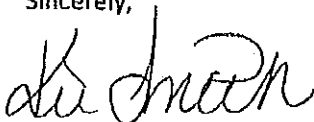
Dear Ms. Swan,

This letter is to confirm our intention to provide coverage for the Pumpkinfest of the South Lyon Area. Due to underwriting requirements, we are not able to issue this policy until approximately 60 days prior to the event. The Special Event application is enclosed for completion to obtain the pricing for this year's event.

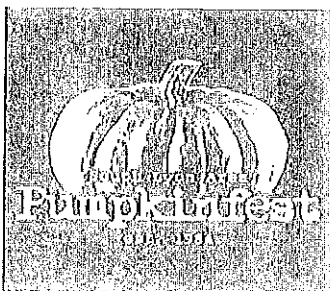
Our office has discussed with West Bend Mutual Insurance Company, and we do not anticipate a large different in rates from prior festival policies, unless there is a significant change in exposures.

Thank you for choosing Shinberg Insurance for your Special Event coverage. We appreciate the opportunity to provide the policies and look forward to working with you on the festival!

Sincerely,



Kim Smith, AAI, CISR
Commercial Risk Manager, Licensed Agent
(517) 913-2924
kims@shinbergagency.com



MEMO

DATE: May 14, 2019
TO: City of South Lyon City Council
FROM: Pumpkinfest of the South Lyon
Area RE: Hold Harmless Clause
Pumpkinfest of the SL Area Parade
September 28, 2019

To the fullest extent permitted by law Pumpkinfest of the South Lyon Area agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees and volunteers and others working on the 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.

Kathy Swan

5-14-19

Kathy Swan, President
On behalf of the Pumpkinfest of the South Lyon Area Committee

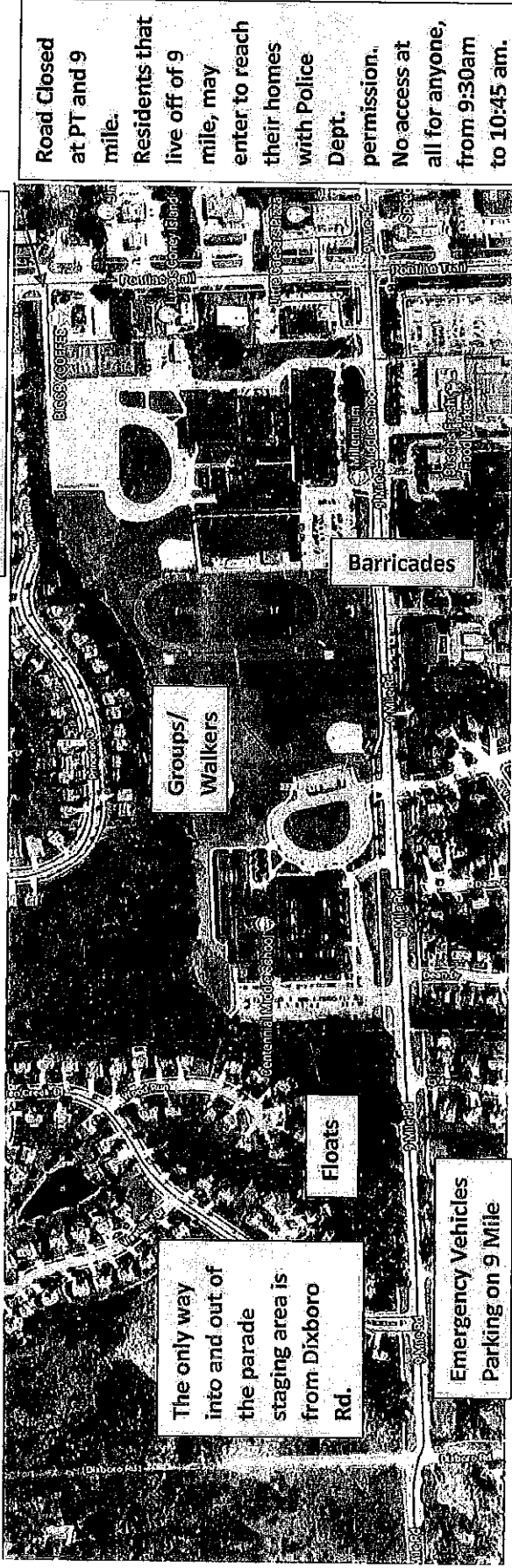
Date

Pumpkinfest of the South Lyon Area
P.O. Box 696, South Lyon, Michigan 48178
www.southlyonpumpkinfest.com

SL PUMPKINFEST PARADE Sept. 28, 2019

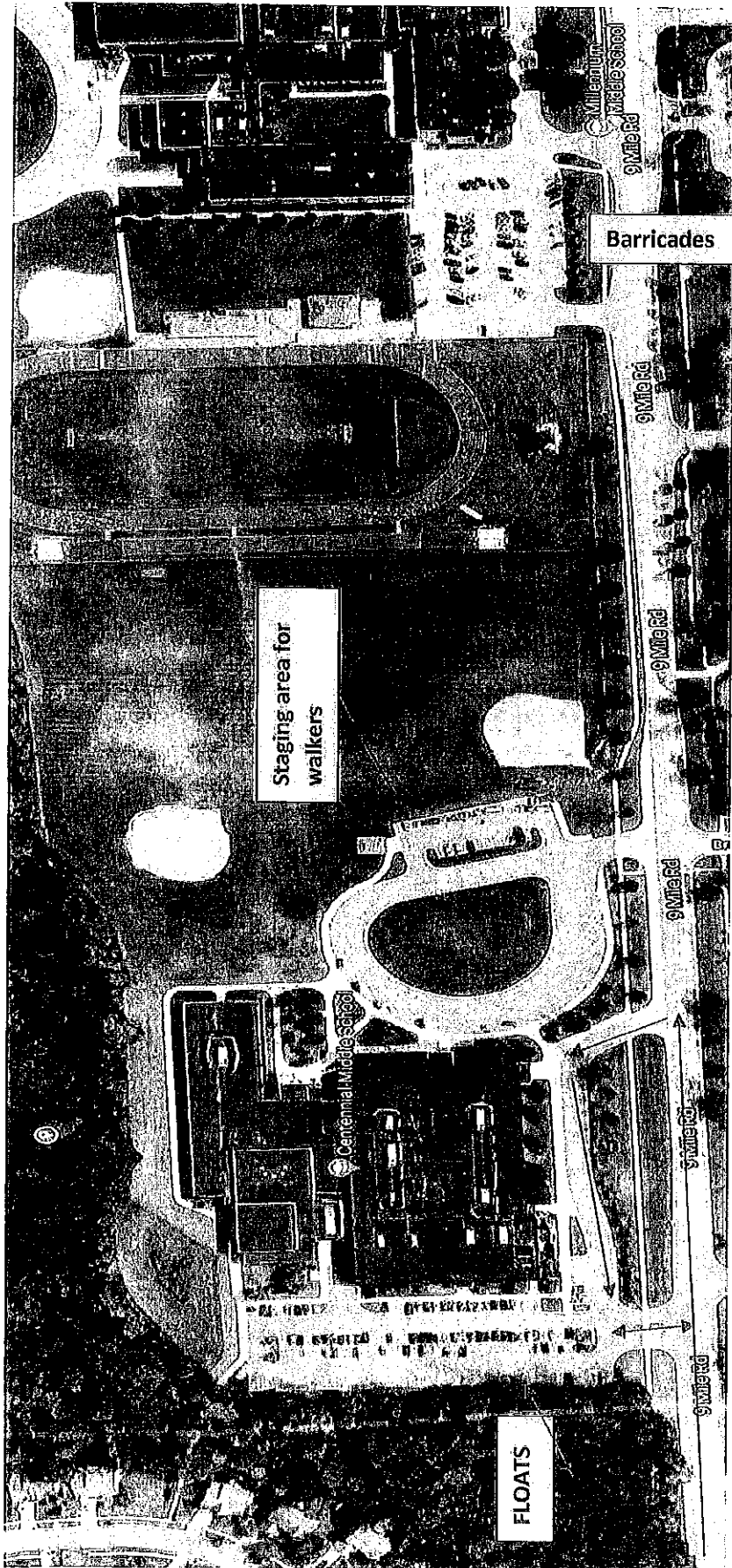
STAGING BEGINS AT 7:30 AM FOR FLOATS, WALKERS AT 8:30 AM
EVERYONE MUST BE IN LINE BY 9:30 AM. PARADE BEGINS AT 10:00 AM

Parking Suggestion- behind MIMS
off PT. OR Busch's Parking Lot.
Then walk to CMS.



Drop off for the Parade is ONLY from Dixboro Rd; you will enter onto 9 mile from Dixboro Rd. No entrance from Pontiac Trail (PT) will be allowed; PT will be blocked at the corner of 9 mile and PT. (The only vehicles that can enter from PT and 9 mile, is residents that live off 9 mile between PT and Dixboro and Emergency vehicles).

- * Floats will stage in the parking lot west of Centennial MS.
- * Groups (Bands, Scouts, Walkers with no float) will be dropped off in the front loop and proceed back to Dixboro Rd. Groups will be staged over in the large bus loop east of CMS.
- * Emergency Vehicles will stage on 9 mile, just west of CMS.



Drop off for Floats: Enter Parking lot west of CMS; off 9 mile from Dixboro Rd.

Drop off for all Walkers; Scouts, bands, dance groups etc: Enter Loop off 9 mile from Dixboro Rd, drop off and proceed back to Dixboro Rd.

SL PUMPKINFEST PARADE Sept 28, 2019 10:00 am

Float Staging begins at 7:30 am; Walkers and other groups at 8:30 am

All Parade attendees need to be lined up by 9:30 am.

Parade Route- East on 9 mile from CMS, North on Pontiac Trail, West on Liberty St., North on Warren St. to Bartlett Elem School.

AGENDA NOTE

New Business: Item # 2

MEETING DATE: July 8, 2019

PERSON PLACING ITEM ON AGENDA: Police Chief

AGENDA TOPIC: Pumpkinfest Run

EXPLANATION OF TOPIC: The South Lyon High School Track and Field Team has requested authorization to conduct their annual Pumpkinfest Run at 9:55 a.m. on Saturday, September 28, 2019. The event will be held in conjunction with the Pumpkinfest Parade, and no additional road closures are required.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

Parade/Demonstration application, hold harmless agreement, insurance document, Chief memo, map of event

POSSIBLE COURSES OF ACTION: Approve/Do Not Approve the request.

RECOMMENDATION: Approve the request.

SUGGESTED MOTION: Motion by _____, supported by _____ to approve the application for the Pumpkinfest Run at 9:55 a.m. on Saturday, September 28, 2019.

07/08/19

SOUTH LYON POLICE DEPARTMENT

Christopher J. Sovik
Chief



Memorandum

To: City Manager Paul Zelenak

From: Chief Christopher J. Sovik

Subject: Pumpkinfest Run 2019

Date: June 28, 2019

I have received a permit request for the above-mentioned event. I reviewed the proposed route, which is similar to previous years. The event is scheduled to begin at 9:55 a.m. on Saturday, September 28, 2019. It will conclude by 10:45 a.m.

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

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

I am requesting City Council consideration of the Pumpkinfest Run at the meeting of July 8, 2019.

cc: Lt. Doug Baaki
Ron Brock, DPW Supt.
Chief Vogel, SLFD
Lisa Deaton, Clerk / Treasurer



SOUTH LYON POLICE DEPARTMENT

219 Whipple
South Lyon, Michigan 48178
Ph: (248)437-1773 / Fax: (248)437-0459

PARADE / DEMONSTRATION APPLICATION

Date Application Submitted: 6-5-19 Requested Date of Event: 9-28-19

Applicant / Contact's Name: Kathy Swan on behalf of Pumpkinfest PH #: [REDACTED]

Applicant Address: P.O. Box 696 S.L. 48178

Business / Organizations Name (If Applicable): Scott Smith Cross Country Coach Fun Run Coordinator

Bus. Ph#: [REDACTED] Bus. Address: P.O. Box 696 S.L. 48178

President / CEO (Responsible for Event): K Swan Direct Ph#: 248 308 4512

Fun Run Parade START Time: 9:55 (a.m.) p.m. Fun Run Parade END Time: 10:45 (a.m.) p.m.

Approximate Number of PERSONS: 300 Organization Names: Various Runners

Approximate Number of VEHICLES: 4 Types of Vehicles: Lead car & Lead bicycle
Sweep Car & Sweep bicycle

Approximate Number of ANIMALS: 0 SPECIFIC Animals: _____

Amount of space to be maintained between and /all units in Parade: 15 mins between first & last runners in town

Route to be traveled (Include Street Names and Turning Directions): Meet at MMS (north parking lot) and exit lot next to Biggys. North on Pontiac Tr. to Liberty. West on Liberty, South on Washington. Proceed towards bike path on McHattie Park, cross Memorial on bike path, continue west to path that parallels Dixboro, left on bike path, left on Princeton, right on side down

Kathy Swan
Applicant's SIGNATURE

Kathy Swan
Responsible Party's SIGNATURE

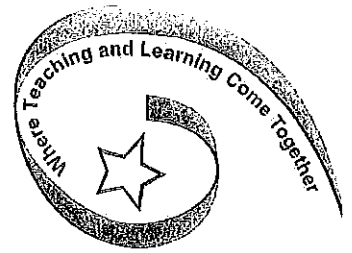
- next to Pontiac Trail from Princeton. Into MMS parking lot. Finish on MMS track.

APPROVED [] DENIED []

Chief Christopher J. Swick

South Lyon Community Schools

345 South Warren • South Lyon, Michigan • 48178



June 26, 2019

Event Name: Witch's Hat Run (9/07/2019)

Event Name: Pumpkinfest Run (9/28/2019)

To Whom It May Concern:

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

Sincerely,

A handwritten signature in black ink that reads "Stacy Witt". The signature is written in a cursive style.

Stacy Witt

Date

Asst. Supt. For Business and Finance

A handwritten date in black ink that reads "6/26/19". The date is written in a simple, legible style.

Mission Statement

In support of our community, the mission of the South Lyon Community Schools is to provide the highest quality educational process so that all students can excel as individuals and become contributing members of society.

CERTIFICATE OF INSURANCE

Producer SET SEG 415 W. Kalamazoo Street Lansing, MI 48933	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
COMPANIES AFFORDING COVERAGE	
Insured South Lyon Community Schools 345 S Warren South Lyon, MI 48178-1358	A MASB-SEG Property/Casualty Pool, Inc.


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

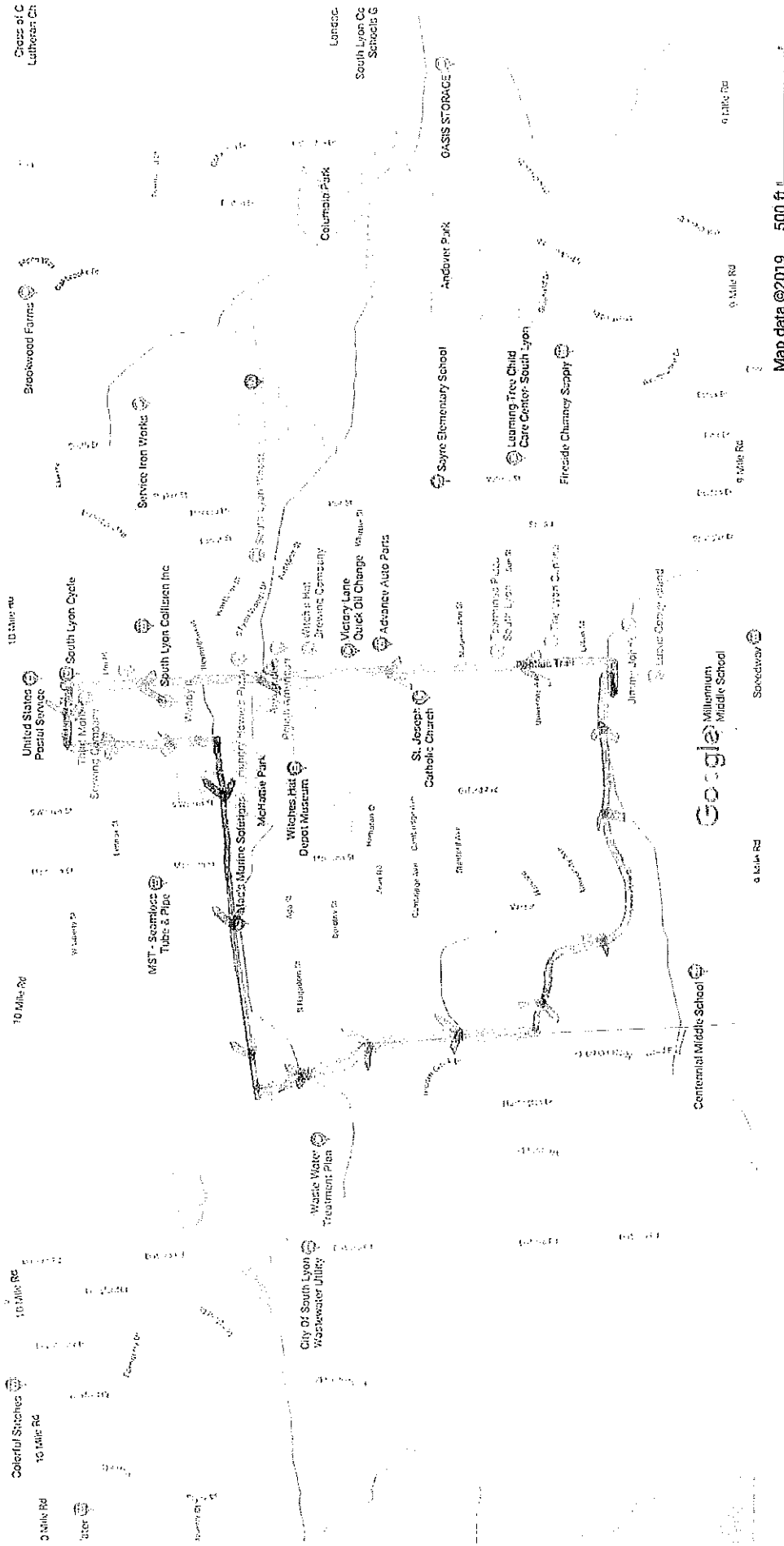
CO LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> Comprehensive Form <input checked="" type="checkbox"/> Premises/Operations <input checked="" type="checkbox"/> Incidental Medical Malpractice Coverage <input checked="" type="checkbox"/> Products/Completed Operations <input checked="" type="checkbox"/> Contractual <input checked="" type="checkbox"/> Independent Contractors <input checked="" type="checkbox"/> Broad Form Property Damage <input checked="" type="checkbox"/> Personal Injury	PC 0000474	7/1/19	7/1/20	BI & PD COMBINED OCCURRENCE BI & PD COMBINED AGGREGATE PERSONAL INJURY OCCURRENCE PERSONAL INJURY AGGREGATE	\$1,000,000 N/A \$1,000,000 N/A

DESCRIPTION

The City of South Lyon, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers are hereby added as additional insureds but only as respects to the activities performed by or on behalf of the Insured as it represents the districts' Pumpkinfest 5K Run being held September 28 2019.

CERTIFICATE HOLDER City of South Lyon 325 South Warren South Lyon, MI 48178	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.
---	--

AUTHORIZED REPRESENTATIVE  Karen Carr PROPERTY/CASUALTY DEPARTMENT	Date June 27, 2019
---	--------------------



Lead the Parade!



SEPTEMBER 28
South Lyon HS Boys' Cross Country

Saturday, September 28

- > THE PUMPKINFEST RUN will lead the Pumpkinfest Parade down Pontiac Trail along a route heavily lined with parade spectators to cheer you on. 55,000 people visit South Lyon for Pumpkinfest!
- > FREE high quality shirt celebrating the running of the 2019 Pumpkinfest Run will be given to all athletes who register before Sept. 23. Others will receive shirts based if supplies remain.
- > REFRESHMENTS!!!
Free cider, donuts, fruit, drinks & bagels provided to all runners after each of the races.
- > AWARDS!!!
Male and Female Age-Grouped Awards
Three awards per Division.
- > PROCEEDS from the Pumpkinfest Run support South Lyon High School Boys Cross Country

2019 Pumpkinfest

Pumpkins on Parade: Celebrating 35 Years!

5K Run (3.1 Miles)	Registration begins at 8 AM	Race begins at 9:55 AM	Pre-Registration by Sept. 23, 2019 \$25	After Sept. 23 And Race Day \$30
-------------------------------	--	-----------------------------------	--	---

Awards will be given to the Overall Male & Female and the Masters Male & Female.
Awards will also be three deep for each of the individual age brackets

12 and Under	25-29	45-49	65-69	85+	
13-15	30-34	50-54	70-74		
16-19	35-39	55-59	75-79	Overall Male & Female	
20-24	40-44	60-64	80-84	Masters Male & Female	

The Pumpkinfest Run starts and finishes at Millennium Middle School, South Lyon, MI 48178
Please park in the Pontiac Trail parking lot. The entrance is off of Pontiac Trail by Bigby Coffee. Please, No dogs.
Arrive early. The South Lyon Police will be closing Pontiac Trail before 9:30 to prepare for the parade. Traffic will be heavy.

The Pumpkinfest 5K Run Run Begins 9:55 AM Saturday, September 28, 2019

Name: _____ (please print neatly) Male Female

Address: _____ City _____ State _____ Zip _____

Age as of September 28, 2019 _____ Birthday including year ____/____/____

Phone _____ E-Mail _____

Unisex T-Shirt Size:

Sizes: Youth Small Youth Medium Adult Small Adult Medium Adult Large X-Large XXL XXXL

In consideration of the foregoing, I, for myself, my heirs, my executors and administrators, waive and release any and all rights and claims for damages I have against South Lyon Community Schools, the City of South Lyon, and any and all sponsors and their representatives and successors, as a result of my participation in the 2019 Pumpkinfest Run. I attest and verify that I am physically fit and have sufficiently trained for the completion of the event and my medical condition has been verified by a licensed medical doctor. Any picture and times can be used for reporting and promoting. I understand that vehicles will be on the road during this run.

Signature _____

Parent signature (if under 18) _____

Date _____

Mail your entry form and check payable to South Lyon Cross Country Boosters to PO Box 17, South Lyon, MI 48178

Electronic registration link to RunSignUp.com is available at

www.slxc.com/pumpkinfestrun.html

NEW layout for the end of the SL Pfest Parade- 2019.



As parade participants and/or floats travel down Pontiac Trail from 9 mile, the parade will proceed west on Liberty St, down to McMunn. At this point, the parade will turn south on McMunn.

Walkers: Walkers will move towards the south end of MST parking lot (gravel area) **OR** McHattie parking area **OR** City Hall parking lot to be picked up. Keep in mind there will be a period of waiting before cars/school buses can leave this area. Please follow instructions from the policemen in charge.

Floats: Floats continue on McMunn (south), dispersing towards Dorothy St or beyond.

AGENDA NOTE

New Business: Item # 3

MEETING DATE: July 8, 2019

PERSON PLACING ITEM ON AGENDA: Fire Chief Robert Vogel

AGENDA TOPIC: Purchase of three sets of firefighting turnout gear as requested in the FY20 budget.

EXPLANATION OF TOPIC: The fire department is requesting the authorization to purchase three sets of structural firefighting turnout gear. This purchase was requested as part of our FY20 budget.

We experienced significant manufacturing issues and customer services issues with our previous vendor – Lion Apparel. Due to this experience, a three person committee was assembled to contact vendors and make a purchase recommendation. Please see the attached documents.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

1. Quote

POSSIBLE COURSES OF ACTION: Approve / do not approve the waiver of the formal bid process and award the purchase of three sets of firefighting turnout gear to First Due Fire Supply for \$6,891.18.

RECOMMENDATION: Approve waiver of the formal bid process and award the purchase of three sets of firefighting turnout gear to First Due Fire Supply for \$6,891.18.

SUGGESTED MOTION:

#1 Motion by _____, supported by _____ to waive Sec. 2-224 of the City of South Lyon Code of Ordinances, "Approval for purchases or contracts over \$2,000.00; competitive bidding for purchases or contracts over \$5,000.00" because "no advantage to the city would result" from competitive bidding.

#2 Motion by _____, supported by _____ to award the purchase of three sets of firefighting turnout gear to First Due Fire Supply for \$6891.18.



ESTIMATE

207 E KIPP RD, SUITE A
MASON MI 48854

Date	Quote #
4/3/2019	9587

BILL TO
SOUTH LYON FIRE DEPT 217 WHIPPLE STREET SOUTH LYON, MI 48178

Ship To
SOUTH LYON FIRE DEPT 217 WHIPPLE STREET SOUTH LYON, MI 48178

THIS ORDER WILL NOT BE PROCESSED WITHOUT A SIGNATURE OR AN EMAIL STATING THE SALES AGREEMENT IS CORRECT AND DEPARTMENT APOINTEE AUTHORIZES SALES AGREEMENT FOR ORDER

Signature _____

Project #	REP
	SS

Item	Description	Qty	Rate	Total
11762-G-SOUTHLION	GLD 32 M TPR-GX3J/PIONEER /GLIDE ICE 2L/CROSSTECH BLK ***** WITH THE FOLLOWING FEATURES***** L/Y 3" TRIPLE TRIM NYC/29&32 L/Y 3" SCOTCHLITE LETTERS SEWN ROW A ,ARCH-7.5 SOUTH LYON GLD LETTER PATCH SNP/VLC HANG 5X20 *VISLON ZIPPER IN VELCRO OUT GLD *EXPPKT 2X8X8 W/FLC HANDWARMER BLK DRAGONHIDE FRONT EXPANSION POCKET 2X8X8 *KEV BACK 2X8X8 GLD MICROPHONE STRAP 1X3 ABV RAD PKT (ADV LOC) U.S. FLAG EMBROIDERY LEFT SLEEVE L SLV *ADJWL WITHOUT WRISTER GRY NOMEX WRISTER LINER GXT THUMB HOLE LOOP LINER BLK CUFF REINFORCEMENT DRAGONHIDE *CLR LOOP *TH SQUARE POCKET GLD HANGING STRAP W/DRING #RF ABV TRM BHND PKT PJ FILLER COLLAR 1PC STORED ENERGY BAND LOWER NONE/UPR 2x4x8 radio pocket (ADV LOC)	3	1,294.44	3,883.32
GLOBE LETTERING	S LITE LETTERS 3.47 EACH ADDITIONAL IE: IF NAMES ARE ADDED (Based on 10 letter average)	15	3.47	52.05

SHIPPING IS EXTRA		Subtotal
BY SIGNING THIS AGREEMENT YOU AGREE YOUR ORDER IS ACURATE AND YOU ARE SUBJECT TO A 25% RE3STOCKING FEE ON RETURNED ITEMS.		Sales Tax (0.0%)
Phone #	Fax #	Estimated Total
517-969-3065	517-969-3066	
DO NOT PAY FROM THIS SALES AGREEMENT		



ESTIMATE

207 E KIPP RD, SUITE A
MASON MI 48854

Date	Quote #
4/3/2019	9587

BILL TO
SOUTH LYON FIRE DEPT 217 WHIPPLE STREET SOUTH LYON, MI 48178

Ship To
SOUTH LYON FIRE DEPT 217 WHIPPLE STREET SOUTH LYON, MI 48178

THIS ORDER WILL NOT BE PROCESSED WITHOUT A SIGNATURE OR AN EMAIL STATING THE SALES AGREEMENT IS CORRECT AND DEPARTMENT APOINTEE AUTHORIZES SALES AGREEMENT FOR ORDER

Signature _____

Proj#	REP
	SS

Item	Description	Qty	Rate	Total
21762-G-SOUTHLYON	GLD TBD M RLX-GX3P/PIONEER /GLIDE ICE 2L/CROSSTECH BLK ****WITH THE FOLLOWING FEATURES**** L/Y 3" TRIPLE TRIM AROUND CUFF *VLC CLOSURE *NOMEX BLT/TUNNEL GLD *EXP POCKET 2X10X10 BLK DRAGONHIDE FRONT EXPANSION 2X10X10 *KEV BACK EXPANSION 2X10X10 DIVIDER EXP/SEMI 10" HIGH KEVLAR R PKT CTR BLK CUFF REINFORCEMENT DRAGONHIDE BLK KNEE SHELL DRAGONHIDE KNEE LINER SILZ *REG BLACK PADDED RIPCORD HBK	3	968.60333	2,905.81
SHIPPING EXTRA	SHIPPING aprox, not to exceed actual shipping from Globe.		50.00	50.00
SHIPPING IS EXTRA			Subtotal	\$6,891.18
BY SIGNING THIS AGREEMENT YOU AGREE YOUR ORDER IS ACURATE AND YOU ARE SUBJECT TO A 25% RE3STOCKING FEE ON RETURNED ITEMS.			Sales Tax (0.0%)	\$0.00
Phone #	Fax #	DO NOT PAY FROM THIS SALES AGREEMENT		Estimated Total
517-969-3065	517-969-3066			\$6,891.18

AGENDA NOTE

New Business #4

MEETING DATE: July 8, 2019

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: City Council Closed Sessions

EXPLANATION OF TOPIC: Two weeks ago we had an item on the agenda that was under Closed Session. As you know we did not go into closed session. I feel it is important to discuss with City Council when it is imperative that we go into closed session.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: MML Closed Session one Pager Plus, Closed Session Minutes information.

POSSIBLE COURSES OF ACTION: Discussion only.

RECOMMENDATION: To review attached information on Closed Sessions

SUGGESTED MOTION: None

Open Meetings Act—Calling Closed Meetings

Introduction

The Michigan Open Meetings Act (OMA) provides that all meetings of a public body shall be open to the public and be held in a place available to the general public. (MCL 15.261 et seq.) The OMA also provides, however, for those situations in which a public body may meet in closed or executive session. (MCL 15.268) The circumstances under which a public body may go into a closed session are specifically spelled out in the Act, as is the procedure for going into a closed session.

How do we call a closed session?

From an open meeting, a two-thirds roll call vote is required, except for closed sessions permitted under MCL 15.268(a) (discipline, personnel evaluation, etc. of official/employee) or MCL 15.268(c) (collective bargaining) which require a majority vote. A roll call vote and the purpose for calling a closed session shall be entered into minutes of the open meeting.

When may closed sessions be held?

- To consider dismissal, suspension or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer or employee if requested by the named person. [majority vote]
- For strategy and negotiation sessions connected with negotiation of collective bargaining agreement if requested by either negotiating party. [majority vote]
- To consider purchase or lease of real property up to the time an option to purchase or lease of that property is obtained. [two-thirds roll call vote]
- To consult with an attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have detrimental financial effect on municipality's litigating or settlement position. [two-thirds roll call vote]
- To review and consider contents of application for employment or appointment to public office if candidate requests that application remain confidential. [two-thirds roll call vote] Interviews by public body for employment or appointment to public office must be held in an open meeting. (The Act does contain an exception to this requirement for the selection of college/university presidents under certain conditions.)
- To consider material exempt from discussion or disclosure by state or federal statute. [two-thirds roll call vote]

NOTE: Each of the purposes which allow a closed session begins with "to consider," "to consult," or "to review." Any action must be taken in open session.

How do we end a closed session?

A member of the public body moves to return to open session. The public body performs any action required as a result of the closed session in open session. The meeting then proceeds with other matters or adjourns in the normal fashion.

Open Meetings Act—Closed Meeting Minutes

Introduction

The Michigan Open Meetings Act (OMA) provides that all meetings of a public body shall be open to the public and be held in a place available to the general public. (MCL 15.261 et seq.) The OMA also provides, however, for those situations in which a public body may meet in closed or executive session. (MCL 15.268) This discussion during a closed session is limited to the minutes taken during a closed session and assumes that the public body met in a properly closed session.

Are minutes required to be taken at a closed session?

Yes. The OMA requires that a separate set of minutes shall be taken at the closed session. (MCL 15.267(2)) According to an opinion of the Michigan attorney general, the minutes must reflect:

- the date, time, and place;
- members present and absent; and
- the purpose of the closed session. (Opinion of the Attorney (OAG) No. 6817)

Who may take the minutes?

The municipal clerk or a secretary designated by the public body.

Are the minutes available to the public?

No. The minutes may only be disclosed if required by court order in a civil action filed in accordance with MCL 15.270, 15.271 or 15.273. OAG No. 6353 provides that disclosure may not be made even if the person requesting the closed session subsequently waives or withdraws the request and consents to disclosure.

Who approves the minutes and when?

The public body. The public body may meet in closed session to approve the minutes of a closed session if the decision to go into closed session to approve the minutes of the past closed session is made in an open session of the public body.

May the minutes of a closed session be destroyed?

The minutes of a closed session may be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved.

Are the minutes of a closed session subject to the Michigan Freedom of Information Act?

The minutes of a closed session are exempt from disclosure under the Michigan Freedom of Information Act unless required by court order in accordance with the Open Meetings Act.

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STATE OF MICHIGAN

FRANK J. KELLEY, ATTORNEY GENERAL

Opinion No. 6817

September 14, 1994

OPEN MEETINGS ACT:

Decisions may be made only at open meetings

OPEN MEETINGS ACT:

Contents of minutes of closed sessions

Sections 7 and 8 of the Open meetings Act, which authorize closed sessions for deliberations on certain enumerated topics, apply only to deliberations. Decisions of public bodies must be made at a meeting open to the public.

Public bodies must take minutes of a closed session that reflect the date, time, place, members present and absent, and the purpose or purposes of the closed session.

Honorable Greg Kaza

State Representative

The Capitol

Lansing, Michigan

You have asked two questions regarding closed sessions under the Open Meetings Act (OMA), MCL 15.261 et seq; MSA 4.1800(11) et seq. Your first question is:

Do sections 7 and 8 of the Open Meetings Act refer only to deliberations and not to actual votes and decisions of a public body?

Sections 7 and 8 of the OMA allow a public body to go into closed session for deliberations on certain enumerated topics. However, section 3(2) of the OMA states that "[a]ll decisions of a public body shall be made at a meeting open to the public." (Emphasis added.) In contrast, section 3(3) of the OMA states that "[a]ll deliberations of a public body constituting a quorum of its members shall take place at a meeting open to the public except as provided in this section and sections 7 and 8." (Emphasis added.) MCL 15.263(2) and (3); MSA 4.1800(13)(2) and (3). The language of these provisions is clear and unequivocal and does not require interpretation. *Soap & Detergent Ass'n v Natural Resources Comm*, 415 Mich 728, 738; 330 NW2d 346 (1982). *Lake Carriers' Ass'n v Director of the Department of Natural Resources*, 407 Mich 424, 429; 286 NW2d 416 (1979). Section 3(2) of the OMA clearly requires that all decisions of a public body take place in an open session. Section 3(3) of the OMA only allows a public body to go into closed session under sections 7 and 8 for deliberations on certain enumerated topics. This is confirmed by *St. Aubin v Ishpeming City Council*, 197 Mich App 100, 102; 494 NW2d 803 (1992), in which the court stated that "[t]he OMA requires that all decisions of a public body must be made at a meeting open to the public."

It is my opinion, therefore, in response to your first question, that sections 7 and 8 of the OMA, which authorize closed sessions for deliberations on certain enumerated topics, apply only to deliberations. Decisions of public bodies must be made at a meeting open to the public.

Your second question may be stated as:

Does section 7 of the Open Meetings Act require minutes to be published regarding a closed session and, if so, what information must be placed in those minutes?

Section 7(2) of the OMA, MCL 15.267(2); MSA 4.1800(17)(2), provides:

A separate set of minutes shall be taken by the clerk or the designated secretary of the public body at the closed session. These minutes shall be retained by the clerk of the public body, are not available to the public, and shall only be disclosed if required by a civil action filed under section 10, 11, or 13. These minutes may be destroyed 1 year and 1 day after approval of the minutes of the regular meeting at which the closed session was approved.

Thus, public bodies are required to take and retain minutes of closed sessions, but they may not make those minutes available to the public unless the disclosure is ordered by a court. OAG, 1985-1986, No 6353, p 255, 257 (April 11, 1986); OAG, 1981-1982, No 6019, p 507, 510 (December 29, 1981).

Section 7 of the OMA does not specify any content requirements for the minutes of closed sessions. However, section 9(1) of the OMA states:

Each public body shall keep minutes of each meeting showing the date, time, place, members present, members absent, any decisions made at a meeting open to the public, and the purpose or purposes for which a closed session is held. The minutes shall include all roll call votes taken at the meeting. Corrections in the minutes shall be made not later than the next meeting after the meeting to which the minutes refer. Corrected minutes shall be available no later than the next subsequent meeting after correction. The corrected minutes shall show both the original entry and the correction.

MCL 15.269(1); MSA 4.1800(19)(1).

Section 9(1) applies to each meeting. It is not limited to open meetings. Thus, the section 9(1) requirement that meeting minutes reflect the date, time, place, members present, and members absent is equally applicable to minutes of open meetings and closed sessions. However, the section 9(1) requirement that minutes reflect any decisions made and any roll call votes taken is inapplicable to minutes of closed sessions, since public bodies may not make decisions in closed session. Similarly, section 9(2) and (3) concern the availability of meeting minutes to the public, and clearly apply only to open meeting minutes.

Section 7(1) of the OMA requires that "the purpose or purposes for calling a closed session shall be entered into the minutes of the [open] meeting at which the vote is taken." Section 9(1) contains a similar requirement. It is possible to construe section 9(1) as merely restating section 7(1) in this regard. However, it is a fundamental rule of statutory construction that every word, sentence and section of a statute should be given effect, so that no word or phrase is treated as surplusage or rendered nugatory, if possible. See *Soap & Detergent Ass'n*, supra, 415 Mich at 738, and *Attorney General ex rel Dep't of Natural Resources v Sanilac County Drain Comm'r*, 173 Mich App 526, 531; 434 NW2d 181 (1988). In light of the broader sweep of section 9(1), it is my opinion that the most appropriate construction of this language is that it creates a general requirement that all minutes, whether of an open meeting or a closed session, reflect the purpose of the closed session.

It is my opinion, therefore, in answer to your second question, that public bodies must take minutes of a closed session that reflect the date, time, place, members present and absent, and the purpose or purposes of the closed session.

Frank . Kelley

Attorney General

<http://opinion/datafiles/1990s/op06817.htm>

State of Michigan, Department of Attorney General

Last Updated 11/10/2008 16:49:34

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STATE OF MICHIGAN

FRANK J. KELLEY, ATTORNEY GENERAL

Opinion No. 6353

April 11, 1986

OPEN MEETINGS ACT:

Closed session requested by an elected public officer.

Disclosure of minutes of closed session

WORDS AND PHRASES:

'Public officer'

Closed sessions of a public body subject to the Open Meetings Act may be requested by an elected public officer pursuant to the Open Meetings Act.

The Open Meetings Act permits disclosure of the minutes of a closed session of a public body held pursuant to MCL 15.268; MSA 4.1800(8), only upon order of a court in accordance with the Act.

Honorable R. Robert Geake

State Senator

The Capitol

Lansing, Michigan 48909

You have requested my opinion on two questions concerning closed sessions under the Open Meetings Act, MCL 15.261 et seq; MSA 4.1800(11) et seq. Your first question may be stated as follows:

Does the term 'public officer,' as used in MCL 15.268(a); MSA 4.1800(8)(a), include elected as well as appointed officers?

MCL 15.263(3); MSA 4.1800(13)(3), provides that all deliberations of a public body must take place at a meeting open to the public, except as otherwise provided in MCL 15.267-15.268; MSA 4.1800(17)-4.1800(18). MCL 15.268 (a); MSA 4.1800(18)(a), provides that a public body may meet in a closed session:

'To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing. A person requesting a closed hearing may rescind the request at any time, in which case the matter at issue shall be considered thereafter only in open sessions.' (Emphasis added.)

The term 'public officer' is not defined in any provision of the Open Meetings Act. Under such circumstances, where the term is assigned no statutory definition, the words must be construed according to their common and ordinary usage. Production Credit Association of Lansing v Department of Treasury, 404 Mich 301; 273 NW2d 10 (1978).

The meaning of the term 'public office' has been addressed by numerous Michigan appellate decisions. See, e.g., Marxer v City of Saginaw, 270 Mich 256, 260-263; 258 NW 627 (1935); People v Freedland, 308 Mich 449, 455-458; 14 NW2d 62 (1944); Meiland v Wayne Probate Judge, 359 Mich 78, 86-87; 101 NW2d 336 (1960); Solomon v Highland Park Civil Service Commission, 64 Mich App 433, 437; 236 NW2d 94 (1975), lv den 396 Mich 812 (1976); and People v Clark, 134 Mich App 324, 326-327; 350 NW2d 878, lv den 419 Mich 959 (1984). These authorities clearly establish that it is the nature and source of the officer's authority which determine whether the individual must be considered to be a 'public officer.' The question of whether the position is elective or appointive is of no consequence. As the Michigan Supreme Court stated in Marxer, 270 Mich at 260:

'A public office is a public station or employment conferred by election or appointment. It embraces the ideas of tenure, duration, emolument, and duties. United States v. Hartwell, 6 Wall. (73 U.S.) 385.'

More recently, the Michigan Court of Appeals stated as follows in Solomon v Highland Park Civil Service Commission, 64 Mich App at 437:

'A public officer in the general everyday acceptance of the term is a special classification of those involved in government at what may be described as in an executive classification, whether his elevation to that status is elective or appointive.' (Emphasis added.)

See also, Poorman v State Board of Equalization, 99 Mont 543; 45 P2d 307 (1935); Sitton v Fulton, 566 SW2d 887 (Tenn Ct App), cert den (1978); and 67 CS, Officers, Sec. 3. It must be concluded, therefore, that the meaning of the term 'public officer' includes not only appointed, but also elected officials.

It must be emphasized, however, that MCL 15.268(a); MSA 4.1800(18)(a), permits a closed session only when it is requested by the individual who is the subject of the complaint. Even then, the closed session may be convened only for the purpose of hearing and deliberating upon or discussing that complaint. Any subsequent vote or decision upon such a complaint must be conducted in an open session and the public body's decision must be reflected in the minutes of the meeting. Palladium Publishing Co v River alley School Dist., 115 Mich App 490; 321 NW2d 705 (1982), lv den 417 Mich 1049 (1983); OAG, 1979-1980, No 5445, p 57 (February 22, 1979); OAG, 1979-1980, No 5632, p 563 (January 24, 1980).

It is my opinion, in response to your first question, that the term 'public officer,' as used in the Open Meetings Act, MCL 15.268(a); MSA 4.1800(18)(a), includes elected as well as appointed officers.

Your second question is:

May a public body which has held a closed session pursuant to a request made under the Open Meetings Act, Sec. 6(a), disclose tape recorded minutes of the closed session if the person who requested the closed session subsequently waives or withdraws that request and consents to such disclosure?

MCL 15.267(2); MSA 4.1800(17)(2), provides:

'A separate set of minutes shall be taken by the clerk or the designated secretary of the public body at the closed session. These minutes shall be retained by the clerk of the public body, shall not be available to the public, and shall only be disclosed if required by a civil action filed under section 10, 11, or 13. These minutes may be destroyed 1 year and 1 day after approval of the minutes of the regular meeting at which the closed session was approved.' (Emphasis added.)

This language is clear and unequivocal. It plainly prohibits disclosure of the minutes of a closed session unless such disclosure is ordered by a court in an appropriate action.

It may also be noted that an intentional violation of this provision could subject the public official making such disclosure to both criminal and civil penalties. MCL 15.272-15.273; MSA 4.1800(22)-4.1800(23).

The conclusion that such minutes may not be disclosed without an appropriate court order is further reinforced by MCL 15.268(a); MSA 4.1800(18)(a), which states in pertinent part:

'A person requesting a closed hearing may rescind the request at any time, in which case the matter at issue shall be considered thereafter only in open sessions.' (Emphasis added.)

As this provision demonstrates, the consequence of such a rescission is that all further deliberations are to be conducted in public. No provision is made for disclosure of the minutes of any previous closed proceedings. This is particularly significant in view of the unequivocal language contained in MCL 15.267(2); MSA 4.1800(17)(2), prohibiting such disclosure.

Such a construction may, in at least some cases, lead to a peculiar result. It is not difficult to imagine a situation where, for example, subsequent to a closed session held under MCL 15.268(a); MSA 4.1800(18)(a), the person who requested the closed session agrees to rescind his request and all parties involved in the closed session agree to the disclosure of the minutes. Under such circumstances, it is difficult to perceive any continued public interest in protecting the confidentiality of those minutes. Nevertheless, the prohibition contained in MCL 15.267(2); MSA 4.1800(17)(2), which is subject to potential civil and criminal penalties as provided in MCL 15.272-15.273; MSA 4.1800(22)-4.1800(23), is clear and unambiguous. It is a well established rule of statutory construction that the Legislature is presumed to have intended the meaning that is clearly expressed; accordingly, an unambiguous statute does not require interpretation and must be enforced as it is written. Soap Detergent Association v Natural Resources Commission, 415 Mich 728, 738; 330 NW2d 346 (1982). To the extent that such enforcement may lead to an undesirable result in at least some instances, the Legislature may wish to consider appropriate amendatory legislation.

I am constrained to conclude, therefore, and it is my opinion, that by virtue of MCL 15.267(2); MSA 4.1800(17)(2), the Legislature has prohibited a public body from disclosing the minutes of a closed session held pursuant to a request made under the Open Meetings Act, MCL 15.268(a); MSA 4.1800(18)(a), even though the individual who is the subject of the closed session subsequently withdraws or rescinds that request. It is my further opinion that such minutes may be disclosed only if ordered by a court in a civil action brought under MCL 15.270-15.271 or 15.273; MSA 4.1800(20)-4.1800(21) or 4.1800(23).

Frank . elley

Attorney General

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Open Meetings Act—Definitions and Requirements

Definitions

Public Body	Any local legislative or governing body, including a board, commission, committee, subcommittee, authority or council, empowered to exercise governmental or proprietary authority or function.
Meeting	The convening of a public body at which a quorum is present for the purpose of deliberating toward or rendering a decision on a public policy.
Closed Session	A meeting or part of a meeting of a public body which is closed to the public.
Decision	A determination, action or vote on a motion, proposal, recommendation, resolution or ordinance, on which a vote by members of a public body is required and by which a public body effectuates or formulates public policy.
Person	An individual, corporation, partnership, organization, or association. This does not include an individual serving a sentence of imprisonment in a state or county correctional facility in this state or any other state, or in a federal correctional facility.

Requirements for Meetings

- All meetings of a public body shall be open to the public and shall be held in a place available to the general public. A person may tape record, video tape, broadcast live, and telecast live the proceedings. A public body may establish reasonable rules and regulations in order to minimize the possibility of disrupting the meeting.
- All decisions of a public body shall be made at a meeting open to the public.
- All deliberations of a public body constituting a quorum of its members shall take place at a meeting open to the public, except for closed sessions.
- A person shall be permitted to address a meeting of the public body under rules established by a public body; a person shall not be excluded from a public meeting except for breach of the peace at the meeting.
- The Act does not apply to a meeting which is a social or chance gathering or conference not designed to avoid the Act.
- Notice of regular meetings shall be posted within ten days after the first meeting in each calendar or fiscal year.
- For a rescheduled regular or a special meeting, a public notice stating the date, time, and place of the meeting shall be posted at least 18 hours before the meeting in a prominent and conspicuous place at both the public body's principal office and, if the public body directly or indirectly maintains an official internet presence that includes monthly or more frequent updates of public meeting agendas or minutes, on a portion of the website that is fully accessible to the public. See Fact Sheet: OMA—Posting Requirements for more details.
- Minutes must be taken.

Excerpt: City of Milan Council Rules of Procedure

E. Video Equipment Set-Up Restricts.

Unless otherwise allowed by the presiding officer, video cameras shall be permitted in a designated area subject to the following conditions:

- The camera must be on a tripod, be set in one location and remain there. (No portable equipment moving around the room.)
- The camera must operate without additional artificial light.
- The camera must operate without additional audio. That is, no additional microphones to be set-up in the room.

F. Dismantling of Equipment During Meeting.

If an individual desires to tape only one agenda item, the presiding officer may permit the individual to tape the agenda item if the camera and/or recording equipment can be set-up and dismantled without disruption of the meeting, such as during a recess. If the equipment cannot be dismantled without disruption of the meeting, then the individual will have to wait until the conclusion of the meeting to dismantle the equipment.

Section 9. Citizens' Comments.

(a .) Chapter 6, Section 6.7 of the Westland City Charter states, "Citizens shall have a reasonable opportunity to be heard." Section 15.263(5) of the Michigan Open Meetings Act provides that persons shall be permitted to address the meeting of a public body under the rules established by the public body, and also provides that the public body may limit the right to address the public body to prescribed times.

(b .) Council hereby establishes a three (3) minute time limit for speakers under these two (2) categories:

(1) "Citizen's Questions or Input on the Agenda". This section will allow citizens to be recognized only at the beginning of the meeting to address the Council pertaining to items that are specifically on the business agenda at that meeting.

(2) "Citizen's Comments or Requests". This section will allow a citizen to be recognized at the conclusion of the Council's regular business to make general comments that may or may not pertain to the business that was before the Council at that meeting.

(c.) Any citizen may additionally speak once at a public hearing for three (3) minutes.

(d .) The Council President shall have the authority to maintain order during the meeting.

(e .) Persons wishing to make an "announcement or special presentation" during that section of the agenda shall notify the Clerk's office by Friday at 12:00 noon before the Council meeting in which they wish to speak.

(f.) When a citizen is done addressing the Council, or when their time has been exhausted, they must immediately be seated. They may not return to the podium for any reason - unless requested to do so by the Council President or meeting chairperson.

Section 10. Suspension of Three Minute Rule.

(a .) Persons with a voted or appointed position, who are representing a subdivision, condominium, business, community or civic association during one of the above-mentioned sections and wishing to make a special presentation regarding a specific item that may take longer than the allotted three (3) minutes shall notify the City Clerk or Council President prior to the meeting. The Council President shall decide if and when the presentation will be made.

(b .) Any other citizen wishing to make a special presentation regarding a specific item that may take longer than three (3) minutes shall notify the City Clerk no later than 12:00 noon the Friday before the meeting. The Council President will

decide if the presentation will be made and at what point during the meeting it will be allowed.

Section 11. Yielding of Time Prohibited. Robert's Rules of Order does not allow a person to yield time to another person. The Westland City Council shall not allow a person to yield time to another person.

Section 12. Time Keeping.

(a .) The City Clerk and/or Secretary shall be responsible for keeping track of the Citizen's allotted time of three (3) minutes and notifying the President/Pro Tem when time has elapsed. A time clock will be kept within view of the timekeeper. The clock will start upon the first words of the speaker and will not stop while the speaker is recognized from the floor. It is the speaker's option to use up their time if they wish to have questions answered at this time. The clock will not be stopped by request once it is started. The clock will continue to run until the speaker is completed or their speaking time is exhausted.

(b .) If the President/Pro Tem announces the intention to close "Citizen's Comments and Request" and there are no requests to be recognized by the citizens, then the Chairperson shall close the Citizen's Request section of the agenda for the remainder of the meeting.

Section 13. Citizens' Comments Policies.

(a .) A public notice of sufficient size and easily readable print shall be posted on the premises during the City Council meetings and/or printed at the top of the Agenda with a brief and understandable explanation of the Council's procedures for a citizen speaking at Council meetings.

(b .) Any citizen wishing to address the Council shall provide their name and City of residence, and shall address their comments through the Chair when speaking from the podium. Only the citizen recognized by the Chair shall be allowed to speak during the "Citizen's Comments and Requests" portion of the agenda without Council and/or others commenting, unless a question is directed through the Chair, by that citizen, toward a specific Council Member, the Mayor or other City official. All City officials may elect to respond to questions directed to them through the Chair. Additionally, the Mayor (or designee in the Mayors' absence), or any Council Member may elect to respond to any comment directed toward them or another City official at any time during a meeting in order to correct an error or misstatement of fact.

(c.) If the Mayor, City Council Member or other City Official interrupts the speaker and it is not in response to a direct question, then the clock will be stopped and then re-started when the citizen is again allowed to speak.

(d .) The Chair shall call to order any person who is being disorderly by speaking when not having been recognized by the chair, or is being disruptive to the proceedings. If any person, after being called to order, continues to be disorderly and disruptive to the meeting, the Chair may order that person removed from the meeting.

DETROIT, MICHIGAN
September 25-27, 2019

CONVENTION

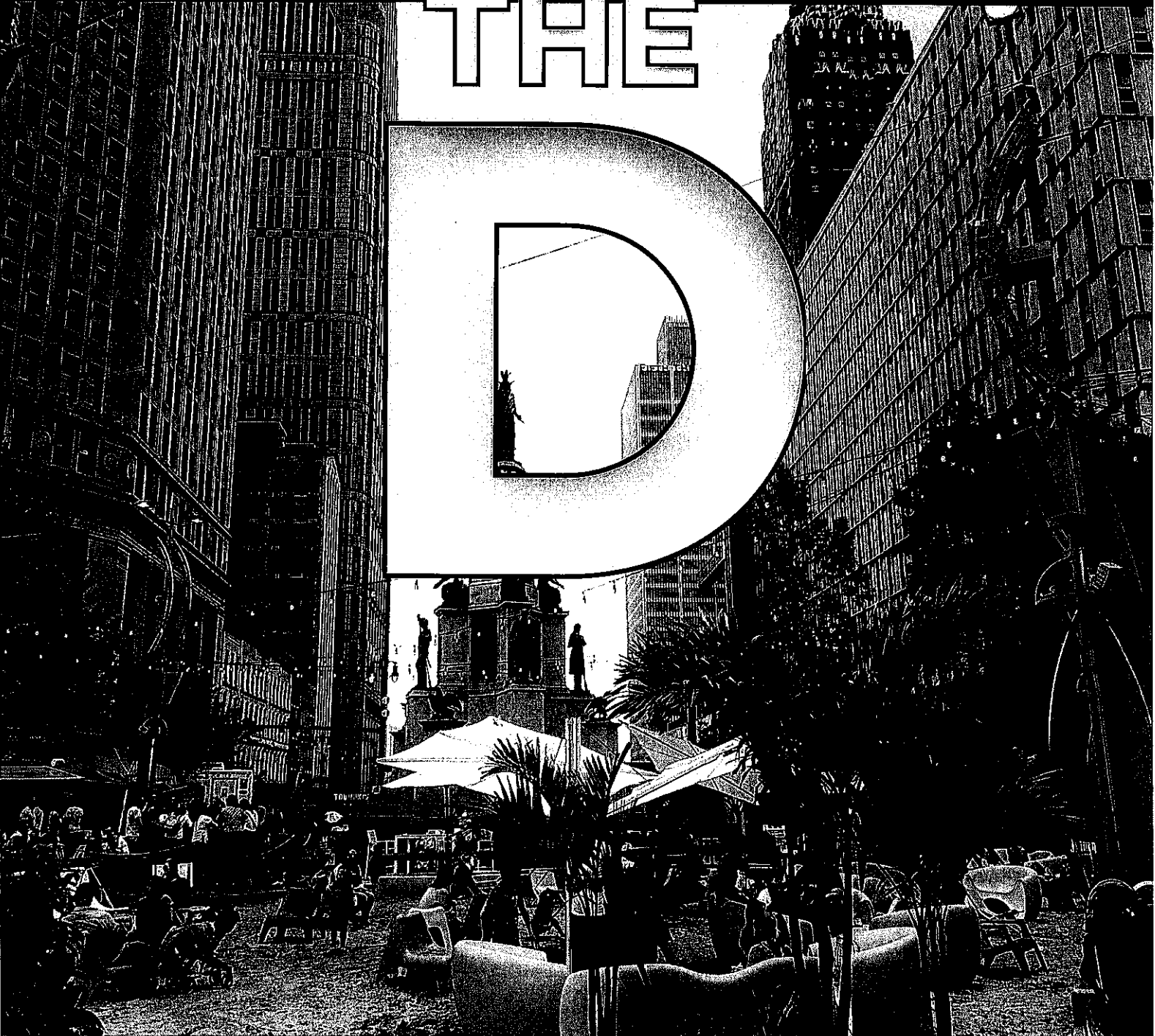
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IN



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We're excited to be holding our annual Convention in the beautiful, vibrant city of Detroit, Michigan, and the city wants to make sure that our convention is a healthy one.

You will get to experience Detroit's fresh, new look with a sizzling culinary scene, hip hotels, hot entertainment districts, eclectic shops, and reactivated parks. Against this backdrop, you'll have a great opportunity to hone your leadership skills. Learn how to turn a placemaking opportunity into a strong community partnership. Explore creative approaches to meeting the need for affordable housing. Gain insights from the High-Risk Response Team on how to address human trafficking in your community. We'll also show you the power of beautifying your city with environmental and lifestyle enhancements, and much more! Check out some of the highlights:

- TWICE as many Breakout Sessions
- NEW on Wednesday, prior to Convention opening, our Workers' Compensation Fund and Liability & Property Pool are hosting a unique risk management session. There will also be a risk management educational track available throughout Convention with multiple Breakout Sessions.
- NEW League Affiliate tracks hosted by Michigan Association of Mayors (MAM), Michigan Black Caucus of Local Elected Officials (MBC-LEO), Michigan Municipal Executives (MME), and Michigan Women in Municipal Government (MUWIMG).



KEYNOTE SPEAKER

Jia-Ping Lee

Jia-Ping Lee is the program director and head of corporate communications for Think City, a community-based urban rejuvenation organization. Think City's main goal is to create more liveable and resilient cities through partnerships with government bodies, private partners, and civil society. Jia-Ping heads the Kuala Lumpur office and is responsible for driving the rejuvenation of the historic core of Kuala Lumpur.



**NEW INSURANCE TRACK
KEYNOTE SPEAKER**

Jon Robison

PhD, MS, MA, CIC

Jon Robison is a gifted speaker, teacher, author, and consultant. He advocates shifting health promotion away from its traditional, biomedical, control-oriented focus; with a particular interest in why people do what they do and don't do what they don't do. He is the author of two books and numerous scientific articles and book chapters.

More keynote speakers and information at convention.mml.org

CONVENTION AGENDA OVERVIEW

*Additional Fee

TUESDAY, SEPTEMBER 24, 2019

6:00 pm Early Arrival Activity*
@ Comerica Park
Tigers vs Twins 6:40 pm

WEDNESDAY, SEPTEMBER 25, 2019

8:00 am Registration Opens
10:00 – 11:30 am Risk Management
General Session
10:00 – Noon Mobile Tours*
Noon – 1:30 pm Michigan Women in Municipal
Government (MUJIMG) Lunch/
Annual Meeting*
Noon – 1:30 pm General Lunch
2:00 – 3:45 pm Opening General Session
4:15 – 5:00 pm Business Meeting Check-in
and Annual Business Meeting
5:00 – 5:45 pm First Timers/New Member Meet-up
6:00 – 8:00 pm Welcome Reception
8:00 – 10:00 pm Afterglow Fowling*
Warehouse, Hamtramck

THURSDAY, SEPTEMBER 26, 2019

7:00 am Explore Detroit Fun Walk/Run
7:30 am Registration Open
8:00 – 9:00 am General Breakfast Roundtables
Michigan Association of Mayors
(MAM) Breakfast/Annual Meeting*
9:00 – 10:30 am General Session: Keynote &
Community Excellence Award
Presentations
10:30 – 11:00 am Networking Break
11:00 – Noon Breakouts
Noon – 1:15 pm Networking Lunch
1:30 – 2:45 pm General Session
1:00 – 3:00 pm Mobile Tours*
3:00 – 4:00 pm Breakouts
4:15 – 5:15 pm Breakouts
6:00 – 9:00 pm Foundation Fundraiser*
@ Detroit City Fieldhouse

FRIDAY, SEPTEMBER 27, 2019

7:00 am Explore Detroit Fun Walk/Run
7:30 am Registration Open
8:00 – 9:00 am Michigan Black Caucus-Local
Elected Officials Breakfast/
Annual Meeting*
9:00 – 10:00 am Breakouts
10:15 – 11:15 am Breakouts
11:30 – 12:30 pm General Session & Community
Excellence Award Presentation

BREAKOUTS

Breakout Session Preview

Breakout Sessions will connect attendees with ready-to-use resources and opportunities to help their communities thrive. Attendees will have the opportunity to attend up to five breakout sessions during the Convention. These sessions will cover everything from essential skills to innovative new ideas.

Learn more about:

Everyday Bias: Institutional and Implicit, Part 2

Implicit bias can be described as an unconscious process that influences how we perceive ourselves and others. This thought process is shaped by repetitive messages in the media, education and other socio-cultural contexts. Implicit biases inevitably impact our decision-making and generate unintended outcomes. In this session, attendees will explore the undesired effect of unexplored biases and review how personal, interpersonal, institutional and structural biases may form exclusive policies, procedures and outcomes. Debiasing strategies and socially conscious approaches will be presented.

Crowdfunding

Michigan's Community Capital partners are national leaders in the development and use of local, state, and federal crowdfunding tools. Many of these projects have been downtown placemaking projects or rehabs of historic buildings and sites. This session will celebrate successful case studies and inspire new projects using these funding methods.

Aging Housing Stock: Is It Time for a Residential PACE Program?

Buildings account for a whopping 39 percent of carbon emissions, and demolition does nothing to improve on that statistic. Pragmatic rehabbing of older and historic single-family and multi-unit residential housing can help Michigan property owners not only reinvest in cities, but it can also reduce environmental impact. It can sometimes be difficult to finance important yet costly retrofit and energy efficiency measures. This session will discuss ways to establish alternative financing options so people who want to fix up their aging building stock can access the funds to accomplish the work.

Revitalizing Hamtramck: Local Investment, Regional Impact

Want to build partnerships with community organizations but don't know where to start? Learn how a placemaking opportunity created a special relationship between the City of Hamtramck, Hamtramck Public Schools, the League, MML Foundation, Detroit City Football Club, and the Friends of Historic Hamtramck Stadium. The partners will share how they collaborated to get an \$807,000 grant; tips on building a successful decision-making process; and key lessons learned, so you know what pitfalls to avoid.

Headwinds and Oversight

When it comes to managing pension and retiree health liabilities, many local units of government face challenges of fluctuating investment markets and increasing retiree longevity. At the same time, complying with recently enacted reporting requirements and fiscal review by the state places additional focus and pressure on these issues. This session will identify these challenges and explore actions that local units of government can take now to prepare.

Additional Breakout Topics Include:

- Leading in a Crisis/Emergency Preparedness
- You've Been Breached
- MML Legislative Update
- Opportunity Zones
- Social Media
- And more at convention.mml.org!

MOBILE WORKSHOP OPTIONS

Experience Detroit's comeback firsthand by getting out and seeing some of the things that make the city so unique. Join us for one of the many mobile workshop options during Convention. All mobile tours will be offered as add-ons to your Convention registration.

Detroit Neighborhoods Tour

Are you familiar with Downtown and Midtown and want to venture farther afield? Visit a couple of nearby neighborhoods in Detroit, admire their historic housing stock, and get a sense of the emerging local businesses and community projects currently underway.

Other Tours Include:

- Detroit City Football Club Tour
- Detroit Riverfront and East Jefferson Revitalization Bike Tour

NETWORKING/SOCIAL OPPORTUNITIES

You'll have multiple opportunities to network and connect with other attendees throughout your Convention experience. This year, we're including some new options so you can make the most of your time with us!

- Tuesday: Tiger's Game at Comerica Park
- Wednesday: Welcome Reception and Fowling Afterglow
- Thursday: Foundation Reception at the Detroit City Fieldhouse
- Thursday and Friday: Explore Detroit morning walk/run

SPONSORSHIP OPPORTUNITIES AVAILABLE

Looking for visibility and the ultimate in brand recognition? For three days, local officials from across the state come together to connect, engage, and discover creative solutions to local challenges. We will do our utmost to satisfy the needs of sponsors with unique involvement and exposure. Contact Allison Gotelaere at agotelaere@mml.org or visit the sponsorship tab at convention.mml.org for more information.

More information at convention.mml.org

