

**Regular City Council Meeting
September 26, 2011
Agenda**

**7:30 p.m. Call to Order
Pledge of Allegiance
Roll Call
Approval of Agenda
Minutes – September 12, 2011
Public Comment:**

I. Old Business:

1. None

II. New Business

1. 2010-2011 Audit Presentation
2. RFP for Planner
3. CDBG Projects/Set Public hearing
4. Blight Ordinance
5. MML Convention – Designation of Voting Delegate
6. Lighting Grant

III. Manager's Report

IV. Council Comments

V. Adjournment

**CITY OF SOUTH LYON
REGULAR CITY COUNCIL MEETING
September 12, 2011**

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

Mayor Wallace led those present in the Pledge of Allegiance to the Flag

PRESENT: Mayor Wallace
Council Members: Cook, Kivell, Kopkowski, Kramer, Morelli, and Wedell
City Manager Murphy
City Clerk/Treasurer Zemke
Attorney Lee
Department Heads: Collins, Kennedy, Martin and Renwick

Councilman Wedell stated that on page 7 the motion to table was actually to postpone consideration of the replacement mobile video system.

APPROVAL OF MINUTES:

CM 9-1-11 – APPROVAL OF MINUTES –AUGUST 22, 2011

Motion by Wedell, supported by Kivell

To approve the minutes of the Regular City Council meeting of August 22, 2011 as amended

VOTE: **MOTION CARRIED UNANIMOUSLY**

Discussion was held on various bills.

CM 9-2-11 – APPROVAL OF MONTHLY BILLS

Motion by Morelli, supported by Kramer

To approve the monthly bills as presented

VOTE: **MOTION CARRIED UNANIMOUSLY**

APPROVAL OF AGENDA:

City manager stated that he would like to remove New Business #8.

CM 9-3-11 – APPROVAL OF THE AGENDA

Motion by Wedell, supported by Kopkowski

To approve the agenda as amended

VOTE: **MOTION CARRIED UNANIMOUSLY**

PUBLIC COMMENT:

Nick Layow of 124 Wells stated that he has a complaint and concerns regarding 216 Detroit Street. He stated that the home had been condemned until it was recently purchased and would like to know why it is no longer condemned. He stated that it is an eyesore and There is an air conditioner ready to fall out, which is a safety concern. The value of his house is affected by this building. He further discussed a streetlight light on the lot owned by the City that shines into his screened in back porch. He does not see why the City is paying to light an empty lot. Mayor Wallace suggested that he schedule a meeting with the City Manager.

Diane Curley of 1257 Oxford #2 stated that the crop walk is this Saturday and is asking if Council wishes to form a team or make a donation. It starts at Active Faith with a 9:30 registration. Mayor Wallace thanked Ms. Curley for bring the information forth.

OLD BUSINESS: None

NEW BUSINESS:

1. Use of Municipal Parking for Pumpkinfest

City Manager Murphy stated that Pumpkinfest is asking to use the parking lot on Liberty. They have provided some additional insurance information.

CM 9-4-11 – APPROVAL OF USE OF MUNICIPAL PARKING FOR PUMPKINFEST

Motion by Morelli, supported by Cook

To allow the Pumpkinfest to use the municipal parking lot at the northwest corner of Lafayette and Liberty

VOTE:

MOTION CARRIED UNANIMOUSLY

2. Chamber Summer Fest Finale 2011 – Downtown Road Closures

Gene Bobic of the South Lyon Chamber of Commerce apologized to Chief Collins for taking up so much of his time. She further apologized for the confusion with the insurance. She further discussed the timing of the request and the Liquor Control Commission approval.

Council Member Kopkowski asked if the monies are going to the Chamber. Ms. Bobic stated that the monies will go to the Chamber of Commerce.

CM 9-5-11 – APPROVAL OF DOWNTOWN ROAD CLOSURES

Motion by Kramer, supported by Wedell

Resolved That Julie Zemke, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permits to conduct the Chamber Summer Fest Finale Downtown Event from September 17, 2011 until September 18, 2011 and the related road closures: Lafayette Street between Liberty Street and Whipple Street; Lake Street between Wells Street and Washington Street; from 12:00 noon on September

17, 2011 until 1:00 a.m. on September 18, 2011; 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:

MOTION CARRIED UNANIMOUSLY

3. Public Hearing for Interlocal Agreement

Mayor Wallace opened the Public Hearing at 7:43 p.m.

Sam Offen, Energy Programs Director for the Michigan Suburbs Alliance stated that the City of South Lyon is one of the cities interested in participating in the Interlocal Agreement.

Councilman Wedell stated that the contract indicates that the Board will comply with the Open Meetings Act, however it indicates that electronic communications will be used. He stated that before we go any further with this contract, he would like our Counsel to investigate that issue.

Discussion was held on the agreement. Mr. Offen explained that this agreement allows the City an opportunity to apply for grants for either commercial businesses or residents. He stated that the agreement only establishes an entity that gives the City more possibilities at no cost. It gives the Alliance the opportunity to administer these grants. He further discussed the programs including a program that allows cities to provide funding to commercial property owners to install energy efficient devices and repay the City in tax assessment.

Councilman Kramer stated that he has asked for examples of the various grant programs and would like to see more.

Further discussion was held on grant opportunities for commercial properties. Mr. Offen stated that the City of South Lyon is simply presented the possibilities and the City can make all of the decisions to participate or not in those opportunities.

Mayor Wallace closed the public hearing at 7:56

4. Proposed Contract with SMART

City Manager Murphy stated that the cost has gone up from last year based on the most recent census.

CM 9-6-11 – APPROVAL OF CONTRACT WITH SMART

Motion by Cook, supported by Morelli

To approve the proposed contract between the City of South Lyon and SMART for fiscal year 2012

VOTE:

MOTION CARRIED UNANIMOUSLY

5. Proposed Contract with South Lyon Youth Assistance

City Manager Murphy stated that this is our annual contract.

CM 9-7-11 – APPROVAL OF CONTRACT WITH SOUTH LYON YOUTH ASSISTANCE

Motion by Cook supported by Wedell

To approve the proposed contract between the City of South Lyon and South Lyon Area Youth Assistance for fiscal year 2011-2012 with a contribution of \$13,000

Councilman Morelli stated that this is a great program and they have asked for the same funding for the past 10 years.

VOTE:

MOTION CARRIED UNANIMOUSLY

6. Drinking Water Revolving Fund (DWRF)

City Manager Murphy stated that no action is needed. He stated that he simply wanted to inform Council that we have been moved up on the list in the fundable range for the DWRF low interest loan. The reason we got moved up is that Bob Martin applied for and was awarded 100 more points as a result of the Wellhead Protection Plan. The DEQ's Green Project Reserve has \$12 million remaining from the stimulus money that they are distributing through a loan forgiveness of up to 50%. He stated that we will have the final list at the end of this month. The total of our project is \$5,200,000 with approximately \$2,350,000 to be forgiven.

Councilman Kramer asked if our entire project is considered a "green" project. Mr. Jessee VanDeCreek of Hubbel, Roth & Clark discussed the "green" aspects of the project. He stated that \$5.7 million is eligible for up to 50% forgiveness. Discussion was held on the "up to" 50% forgiveness. Mr. VanDeCreek stated that this is the language consistently used. He further stated that everyone who has qualified has received 50%.

Mr. VanDeCreek stated that the list is now final and nothing has changed.

Mr. VanDeCreek gave the estimated time frame.

Councilman Cook stated that he would assume an increased rate structure would be proposed. He further stated that a special assessment district may be more appropriate for the impacted parcels. Discussion was held on the overall benefit to the entire community to replace these 4 inch and 6 inch mains to insure proper distribution to the entire City.

Councilman Kramer asked with the debt forgiveness, would we still be entitled to the 2.5% rate. City Manager Murphy stated that is the program.

Council Member Kopkowski asked if other communities back out, is there more money available. Mr. VanDeCreek stated that it would simply mean that other communities would move up on the list.

Mayor Wallace stated that Sayre Elementary is in the City now, but does not see any fire hydrants on the map. Superintendent Martin stated that there are two hydrants on that site.

7. Purchase of a Server

City Clerk/Treasurer Zemke stated this is a budgeted item. Our current server is approximately 7 years old and with the addition of the DPW through a T1 line we are at capacity. She stated that although she did attempt to get three quotes, after contacting numerous companies, none of those companies chose to bid due to the complexity of the system and their being unfamiliar with our programs and processes. She further stated that she did get information from both Dell and Hewlett Packard which shows that Tech Resources, who has worked with us for over 15 years still is the low bidder. She is asking that Council approve the bid from Tech Resources in the amount of \$6,170.15 plus installation.

Discussion was held on installation. City Clerk/Treasurer Zemke stated that Tech Resources has given us a price of \$95 per hour. It was stated that we still anticipate coming in under the budgeted amount.

CM 9-8-11 – APPROVAL OF PURCHASE OF A SERVER

Motion by Kivell, supported by Kopkowski

To approve the quote from Tech Resources, Inc. for the installation of a new file server for the City Hall and DPW in the amount of \$6,170.15 plus installation

VOTE:

MOTION CARRIED UNANIMOUSLY

8. Purchase of a Alarm/Camera System-Removed from the Agenda
9. Affirm City Manager's Appointment to the DDA Board of Directors

City Manager Murphy stated that Jan Eldon resigned from the DDA Board. We gave notice to the DDA members as well as advertised in the newspaper. We received applications from Bill Jarratt and Mary Pool. The DDA Board recommended Mary Pool of Lake Street Tavern to fill that vacancy and he is asking Council to affirm that appointment.

CM 9-9-11 – AFFIRM CITY MANAGER'S APPOINTMENT TO THE DDA BOARD OF DIRECTORS

Motion by Wedell, supported by Kivell

To affirm the City Manager's appointment of Mary Poole from the Lake Street Tavern to the DDA Board of Directors

Mayor Wallace discussed the need for the DDA Board and the Chamber of Commerce to work together. City Manager Murphy stated that they will be holding a joint meeting in November

VOTE:

MOTION CARRIED UNANIMOUSLY

MANAGER'S REPORT:

City Manager Murphy stated that he has the audits from Plante & Moran, and they will be making their presentation at the September 26th meeting.

COUNCIL COMMENTS:

Council Member Kopkowski stated that she saw the fire trucks out and about yesterday in honor of the anniversary of 9-1-1. She was pleased to see that and thanked the Fire Department on behalf of the City.

Councilman Kivell stated with the Summer Finale this weekend, the Presbyterian Church has offered their property for the movie projector equipment to extend those activities. They hope to also incorporate that into Pumpkinfest.

Mayor Wallace stated that the third annual Red Out in honor of fighting heart disease is this weekend where the football teams will all be wearing red. This is also being promoted on channel 4 clickondetroit.com.

Mayor Wallace stated that he would like to commend the Historical Society and Commission for throwing the Depot Days this past weekend. He thanked the Kiwanis for the free food in honor of Gail Smolarz.

Mayor Wallace stated that he would like to note the event this Saturday downtown, and he hopes it will be a good warm-up to Pumpkinfest. Discussion was held on the new Pumpkinfest Parade route.

Mayor Wallace stated that the 9-11 anniversary yesterday was a time of reflection.

ADJOURNMENT:

CM 9-10-11 ADJOURNMENT

Motion by Kopkowski, supported by Morelli

To adjourn meeting at 8:21 p.m.

VOTE:

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Tedd M. Wallace
Mayor

Julie C. Zemke
City Clerk/Treasurer

AGENDA NOTE

New Business: Item #1

MEETING DATE: September 26, 2010

PERSON PLACING ITEM ON AGENDA: Manager

AGENDA TOPIC: Presentation of the 2010/2011 Audit.

EXPLANATION OF TOPIC: Brian Camiller from Plante Moran will present the audit for the fiscal year 2010/2011.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: 2010/2011 audit was already sent out.

POSSIBLE COURSES OF ACTION: Accept/do not accept the 2010/2011 audit as presented.

RECOMMENDATION: Accept the audit as presented.

SUGGESTED MOTION: Moved by, _____ seconded by, _____ to accept the audit from Plante Moran for fiscal year 2010/2011 as presented.

AGENDA NOTE

New Business: Item #2

MEETING DATE: September 26, 2011

PERSON PLACING ITEM ON AGENDA: Manager

AGENDA TOPIC: RFP - Planner

EXPLANATION OF TOPIC: The agreement with our current Planner expired many years ago. I have put together a request for proposals (RFP) to enter into an agreement with a Planning Consultant for the next three years. I would like the Council to review the RFP and provide their feedback and appoint a Council Member to sit on the committee that will receive the RFP's, interview the selected Consultants and propose of them to the City Council.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: The proposed RFP.

POSSIBLE COURSES OF ACTION: Approve the RFP process and appoint a Council Member to sit on the review committee.

RECOMMENDATION: Approve the RFP process and appoint a Council Member to sit on the review committee.

SUGGESTED MOTION: Moved by, _____ seconded by, _____ to approve the RFP process and appoint Council Member _____ to sit on the review committee.

INVITATION TO SUBMIT PROPOSAL
FOR
CITY OF SOUTH LYON
PROFESSIONAL PLANNING SERVICES

September 26, 2011

The City of South Lyon will receive sealed proposals at the City Clerk's Office, 335 S. Warren Street, South Lyon, Michigan, 48178, for providing professional planning services for the City of South Lyon on Friday, **November 11, 2011 at 4:00 pm.**

Proposals shall be submitted in sealed envelopes and plainly marked "PLANNING SERVICES PROPOSAL – CITY OF SOUTH LYON." Please also e-mail one copy of the proposal to the City Clerk at jzemke@southlyonmi.org.

Proposals are being solicited only from responsible and established organizations known to be experienced and regularly engaged in the work of providing municipal planning services. The City of South Lyon may require satisfactory evidence that the organization has the necessary capital, equipment and personnel to do the work.

Proposal forms and specifications are on file for the inspection at the South Lyon City Offices, 335 S. Warren Street, South Lyon, Michigan and copies may be obtained by qualified organizations. The City Council reserves the right to reject any and all proposals and to accept any proposal which, in their opinion, is most advantageous to the City.

David M. Murphy
City Manager

CITY OF SOUTH LYON

PROFESSIONAL PLANNING SERVICES

PROGRAM SPECIFICATIONS

PART I

GENERAL REQUIREMENTS

INTRODUCTION

The City of South Lyon is a community with an estimated population of 11,200 located in southwest Oakland County. It encompasses over 3.5 square miles, all within Oakland County. South Lyon is a self-sufficient, full-service community with a diversified tax base and approximately 5,000 single or multi-family units occupied in 2008.

I-1 QUALIFICATION REQUIREMENTS

Proposals are solicited only from responsible organizations known to be experienced and regularly engaged in work of similar character and scope to that covered in this Request for Proposal (RFP). Satisfactory evidence that the organization has the necessary capital, equipment, personnel, experience, etc. to do the work, may be required.

I-2 PROPOSAL SUBMITTAL

Proposals shall be submitted to the City of South Lyon Clerk's office on or before the date and time specified in the cover letter with a minimum of the following requirements.

- One original copy of the proposal signed by the chief officer of the organization and four copies of the proposal shall be submitted. All copies must be identical.
- **Cover Letter:** limited to one page and includes a brief overview of the submitting organization and understanding of the requested scope of work outlined in the RFP.
- **Contact Person:** information related to a single point of contact for the submitting organization that is qualified to answer questions related to the submitted proposal and authorize changes if needed.
- **Organizational History:** a brief history of the organization.
- **Summary:** submitting organization shall include an overview of the firm and key personnel highlighting employees that will work with the City. A minimum of one page shall focus on individual that would be the project manager for the City. Further, a detailed list of the firms employees qualifications and appropriate licensing to operate within the State of Michigan as municipal planners.
- **Qualifications:** include all information related to organization submitting including capabilities, past experience, current experience, firm training and publications.
- **Client List:** a thorough listing of all past and current municipal clients and a detailed description of each relationship and project accomplishments.
- **Master Plan Samples:** 1-3 samples of Master Plans created for communities of similar size and character along with the cost of each Master Plan.

- **Compensation:** The consultant shall provide the following information in a separate, sealed envelope (which will not be opened until ranking has been completed). The organization must provide hourly rates for each person proposed to perform the services identified in this RFP. Per the City of South Lyon Ordinance, the City requires that all new commercial developments be inspected by the City of South Lyon's designated registered landscape architect to ensure conformity with the ordinance. Please be sure to include the hourly rates of your firm's registered landscape architect(s). The hourly rates for all persons identified in this RFP should be fully loaded and identify any reimbursable expenses.
 - **Retainer:** The City of South Lyon requires a monthly retainer, which includes all of the services outlined in section II-3 2) "Scope of Services" of this RFP.

I-3 RESPONSE DATE

To be considered, sealed proposals must be received at the City Clerk's Office, 335 S. Warren Street, South Lyon, Michigan, 48178, on or before Friday, November 11, 2011 at 4:00 pm. The City Clerk's Office is open Monday through Friday between 8:30 am and 5:00 pm, excluding holidays. Submitting organizations mailing proposals should allow normal delivery time to assure timely receipt of their proposals. Sealed envelopes containing proposals must be clearly marked on the outside with the organizations name and "PLANNING SERVICES - CITY OF SOUTH LYON."

All information submitted in the proposal, including but not limited to bid prices, equipment, etc., must remain valid and in effect for at least ninety (90) days past the submission deadline.

I-4 REJECTION OF PROPOSALS

The City reserves the right to reject any and all proposals, to waive irregularities and/or informalities in any proposal, and to make an award in any manner, consistent with law, deemed in the best interest of the City.

I-5 ALTERNATES OR ADDENDUMS

Explanations desired by a prospective firm shall be requested of the City in writing, and if explanations are necessary, a reply shall be made in the form of an Addendum, a copy of which will be forwarded to each firm on record. Every request for such explanation shall be in writing and addressed to: City Manager, City of South Lyon, 335 S. Warren Street, South Lyon, Michigan, 48178.

Organizations may provide alternate means of providing the services called for in this RFP at their discretion. This in no way relieves the organization from providing the responses called for in this RFP. The City is under no obligation to consider any such alternates that may be provided.

No inquiry or request received within three (3) working days of the submission deadline will be given consideration.

I-6 CONTRACT EXECUTION

The organization to whom the contract is awarded shall, within thirty (30) calendar days after the notice to award, enter into a written contract with the City. Failure to execute a contract may be considered cause for annulment of the award.

I-7 LENGTH OF CONTRACT

The City seeks to enter into a three year contract with the chosen firm beginning January 1, 2012 and expiring December 31, 2015.

PART II

PROGRAM GUIDELINES

II-1 PROJECT NARRATIVE

The City is seeking an organization to be the “City Planner”. All duties as outlined within this RFP and or in relevance to city planning will be expected of the organization and individuals assigned to the City. The City of South Lyon utilizes a planning consultant as their principal planner and zoning administrator. The successful organization will work closely with the City Manager under their direction and that of the chief administrator for the City’s Planning Commission.

The City expects the highest level of professionalism. The successful firm and it’s employees must be able to work with South Lyon employees.

II-2 SUBMITTING FIRM RESPONSIBILITY

Those submitting proposals shall have the responsibility to fully acquaint themselves with all aspects of the conditions surrounding the contract and any or all of the other requirements as set forth in this document.

II-3 SCOPE OF SERVICES

1) **DESCRIPTION:** The City of South Lyon desires to select a firm to provide complete on call and in office services for conducting plan reviews, provide guidance to applicants to meet Code and Zoning requirements, provide guidance in Code refinement, address general planning needs of the City, provide the necessary field verification of information provided or to be generated, and prepare summary reports to the City of South Lyon that details acceptance of the proposed plan and/or suggested actions to correct the determined Code and Zoning deficiencies as presented by the applicant. The successful firm will work under the direction of the City Manager and will be an integral team member for all aspects of project review and approval. It is the City’s desire to appoint the chosen firm as the “City Planner.”

2) **SCOPE OF SERVICES:** The scope of service includes, but is not limited to:

- Meet with prospective applicant(s) and/or their consultant team to present Code and Zoning requirements and discuss initial insights to viability of the proposed project(s). Viability issues will include, but not be limited to, code compliance, site constraints, access, Master Land Use Plan designation, zoning requirements and density.
- Review and summarize findings of plans, elevations, and any additional material submitted for technical compliance review. Review and findings shall be based on the City’s current Codes, guidelines, and other standards as they may apply. Response time for preparation and submittal to the Building Department of summary

reports will vary depending on complexity and degree of change from previous submission.

- As requested, schedule office hours at the City Hall to meet with staff, residents and developers to review planning issues.
- Maintain the City Zoning Code and other planning documents in a form which is accessible to City staff and acceptable to the City Clerk for proper publication.
- Conduct field reconnaissance and verification regarding various aspects of site plan approval including, but not limited to, adjacent activities and existing conditions.
- Attend all Planning Commission meetings.
- Attend City Council, Zoning Board of Appeals and other meetings on an as needed basis to present summary reports and answer questions regarding various projects and assignments requested by the City.
- Conduct research and analysis on an as needed basis as requested by the City for various issues including but not limited to planning, and land development standards.
- Assist the City in developing reports and supporting graphics for but not limited to the City Manager, Planning Commission, City Council, and Zoning Board of Appeals.
- Assist the City in interpreting and applying the standards contained within the City's Zoning and Land Regulation Codes.
- Additional related services as mutually agreed to by the City and the selected firm.
- To ensure continuous service, the firm shall establish a program for the provision of services in the event a subject matter expert or the consultant becomes unavailable. Additionally, the firm shall identify possible constraints that might affect their ability to respond within one business day to requests and advice and provide a plan to maintain services when such constraints arise. To further ensure the ability to provide service, the firm shall establish and maintain a process for identifying actual or perceived conflicts of interest situations, and for providing services without interruption in such cases.
- Project assignments will be made on an as-needed basis. Not each project submitted to the City for review and approval will necessarily require any or all of the professional services of the firm. The City reserves the right to perform work in-house or to assign specific projects on a separate competitive or negotiated basis to the selected firm.

3) SERVICE SPECIFICATIONS: The following is a general outline of the type of work to be performed by the successful firm:

- The firm shall perform professional services including basic plan review for various projects submitted to the City for approval. The basic services require that the proposed projects be evaluated to determine compliance with the minimum (or maximum) land development standards and requirements of the City's various Codes, Ordinances, Guidelines, and Policies.
- The professional services required include knowledge of county, state, local, and legal requirements.
- The professional conducting such review shall prepare a report in a timely manner that identifies those areas or sections of the proposal that meet the City's criteria and those areas or sections that are deficient. When deficiencies are identified, it is the City's policy that a course of action to correct the deficiency is recommended.
- The timely manner for conducting the review and preparing the summary report will be determined with each project and any subsequent submittals for the same project. The allotted review time will be mutually determined by the City and the firm based on the complexity of the project submitted along with the number of corrections/revisions that were identified on previous submittals.
- The firm may also participate with City staff in preliminary or concept meetings, upon request, to provide advisory information to prospective applicants as to how the various standards may apply to their property.
- The firm shall also make their professionals available to answer questions directly from development approval applicants regarding Code compliance whether by phone, fax, mail, electronic mail, or receipt of plans. These procedures would be considered informal, but are to be made available to assist the applicant in a timely and responsive manner. All formal submittals will still be directed to and through the City's Building Department.
- The City reserves the right and opportunity to request the firm to provide professional services for other activities that include, but are not limited to, Code analysis, special studies and representation at regional meetings. The work may be for areas not specifically identified in this Request for Proposals, but will be closely associated. As an example: if the firm provides professional services in areas of Community Development, Economic Development, Code Enforcement, Master Plan Development, or the like, the City may use this contract to secure those services. Firms are encouraged to provide pertinent information regarding its full range of services.

- The firm shall represent that all tasks will be performed in accordance with generally acceptable professional standards and further shall represent that the advice and consultation provided shall be within its authority and capacity as a professional. The firm will comply with the regulations, laws, ordinances and requirements of all levels of government applicable to any assigned project.

The City has compiled a team to review the proposals and make a final recommendation to the South Lyon City Council. The team will be conducting interviews of the organizations it feels best fits with the goals of the City. Information that may assist perspective firms provide a proposal can be requested through the City Manager's office, however will be limited to what is feasible and relevant.

II-4 INSURANCE AND BONDS

A. Liability Coverage

The firm at their expense shall keep in full force during the term of this contract the following insurance liability coverage, which shall also list the City as an additional insured:

- Insurance covering bodily injury and property damage in the minimum sum of \$1,000,000
- Automobile liability insurance in the minimum of \$250,000 combined single limit for bodily injury and property damage.

B. Worker's Compensation Compliance

Successful Firm shall also comply with all requirements of the Michigan Worker's Compensation Law and shall at their expense, maintain such insurance, including employer's liability, as will protect the firm from claims under said law and from any other claims for personal injuries, including death which may arise from the operations under the contract, whether operations be by himself or anyone directly or indirectly employed by him. The successful bidder shall provide the City with a copy of the worker's compensation compliance.

C. Certificates of Insurance

Included in the proposal shall be all required Certificates of Insurance. Complete, legible copies of all policies on which such certificates have been issued shall be available for inspection. Policies shall be endorsed to provide that at least 30 days written notice shall be given to the City of cancellation or intent not to renew coverage's as called for above.

II-5 INVOICING AND PAYMENTS

The successful firm shall invoice the City on a monthly basis. Monthly payments shall be derived from work performed during prior month. All invoices shall be reviewed by the City

Manager and must include a detail of work performed and not waiver from the contractual pricing as approved by the City Council.

The City shall pay such invoices after City Council approval and generally within thirty (30) days.

II-6 PROPOSAL RESCINDED

Any bid not rescinded prior to the time of opening shall be irrevocable and, if accepted by the City Council, shall be deemed a contract enforceable in any Court of competent jurisdiction.

II-7 PERSONNEL REQUIREMENTS

Successful firm shall gainfully employ all individuals according to all applicable Municipal, County, State, and/or Federal laws.

II-8 FAIR EMPLOYMENT PRACTICES

Successful firm agrees that there will not be any discrimination against any employee or applicant for employment, to be employed in the performance of the contract, with respect to hire, tenure, term, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of sex, race, color, religion, national origin, ancestry, handicap or any other bias prohibited by State or Federal law or regulations.

II-9 PAYMENT OF TAXES

Without limitation on the foregoing, the successful firm shall be solely responsible for:

- Payment of wages to its work force in compliance with all Federal and State laws.
- Payment of any and all FICA, unemployment contributions and other payroll-related taxes or contributions required to be paid by the contractor under State and Federal law.
- Payment of all applicable Federal, State or Municipal taxes, charges or permit fees, whether now in force or subsequently enacted.

The successful firm shall indemnify and hold the City of South Lyon harmless from all claims arising from the foregoing payment obligations of the successful bidder.

II-10 BREACH OF CONTRACT

In the event that any of the provisions of this proposal and/or resulting contract are breached by the successful firm, the City shall give written notice to the successful firm of the breach or pattern of behavior that constitutes the breach and allow the successful firm to resolve the breach or pattern of behavior that constitutes the breach within ten (10) days of successful firm's receipt of notice. If the breach or pattern of behavior is not resolved, then the City Manager of the City of South Lyon shall have the right to rescind this proposal and/or resulting contract by sending written notice to the successful firm of the cancellation and rescission.

II-11 CITY'S RIGHT TO TERMINATE CONTRACT

If the successful firm should be judged bankrupt, if they should make a general assignment for the benefit of their creditors, if a receiver should be appointed on account of their insolvency, if they should persistently or repeatedly refuse to supply enough labor, materials and/or equipment to meet the scope of work of the contract, if they should persistently disregard laws of the State of Michigan and/or ordinances of the City of South Lyon or be guilty of substantial violations of any provision of the contract, the City may, without prejudice to any other right or remedy, terminate the contract immediately and re-let for same. The City, at its sole discretion, may terminate the contract immediately, based on warrants and if said immediate termination is in the best public health, safety and welfare interests of the City and its citizens.

In cases not involving the public's health, safety and welfare a minimum of ten (10) days notification will be given to the successful firm prior to the termination of the contract.

II-12 CITY'S RIGHT TO MODIFY CONTRACT

The City reserves the right to negotiate with the firm and/or successful firm for a change in terms of the contract, during the term of the contract and to make adjustments relative to the implementation of a change that reduces or modifies the need for planning services. If the City and the firm and/or successful firm are unable to agree on a revised contract, the City may seek new proposals and, upon a minimum of ten (10) days written notice from the City, may terminate the unexpired portion of the contract. The City shall not be liable for any cost under this section beyond the contract price for the period where service is actually provided.

**PROPOSAL SUBMITTED PURSUANT
TO THE CITY OF SOUTH LYON
PLANNING SERVICES
PROGRAM SPECIFICATIONS**

The undersigned, as Successful Firm, hereby declares that this proposal is made in good faith without fraud or collusion with any person or persons submitting proposals on the same Contract; that he/she has carefully read and examined the Contract Documents, including the Invitation to Submit Proposal, General Requirements, and Program Guidelines for the designated work and understands all of the same; that he/she, or his/her representative, has made such personal investigation into the scope of the project as is necessary to determine the character and difficulties attending the execution of the proposed work. Firm proposes and agrees that if this Proposal is accepted, Firm will contract with the City, provide necessary machinery, tools, apparatus and transportation services necessary to do all the work specified or referred to in the Contract Documents in the manner and time therein prescribed, and according to the requirements of the owner as therein set forth, to furnish the insurance required of the Contractor by the Contract Documents, and that he/she will take in full payment, the unit prices set forth in the following proposal.

All Firms understand that the City reserves the right to accept or reject any and/or all proposals, to waive any irregularities and/or informalities in the proposals, negotiate with any Firm, or to select the proposal(s), or portions thereof, most advantageous to the City.

The successful Firm agrees that this proposal shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving proposals.

Upon receipt of a written Notice of Award of the Proposal, the successful Firm shall execute the formal Contract Agreement within thirty (30) days. In the event that the Contract is not executed within the time set forth above, the Proposal shall become the property of the City as liquidated damage for the delay and additional expense to the City caused thereby.

Pursuant to your request for planning services, I submit my proposal, with the understanding that if my proposal, or section thereof, is accepted, I will execute a written contract with the City of South Lyon, which will embody the terms as outlined in the proposal.

I will meet all of the requirements and provide all of the services for the amounts listed within the attached proposal.

The undersigned, by execution of this contract, certifies that he/she is the _____
of the firm named as _____, that he/she signs the
proposal on behalf of the firm and that he/she is authorized to execute the same on behalf of said
firm.

Company:

Address:

Phone:

Authorized Agent:

Signature:

Title:

Date:

AGENDA NOTE

New Business: Item #3

MEETING DATE: September 26, 2011

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Discussion on 2012 CDBG Projects and set Public hearing.

EXPLANATION OF TOPIC: The 2012 CDBG allocation for the City of South Lyon should be \$25,581. The City had decided to carry the allocation over in 2010 and 2011 and combine it with the 2012 allotment and repave the Whipple Street parking lot for an estimated cost of \$119,355. The total amount of CDBG money comes to approximately \$81,000. Please note that the eligible area has expanded to the east side of Pontiac Trail at 11 Mile Road and south to Lake Street. Below are some projects the Council has considered in the past. I would like let me know of any other projects you think the Council should consider. Also please set a public hearing for October 24, 2011.

1. Eleven Mile Road Sidewalk Extension \$33,130.00 + cost to obtain easements
2. 214 W. Lake Street Sidewalk Replacement \$18,570.00
3. Police/Fire Station Parking Lot Rehabilitation \$80,460
4. Whipple Street Parking Lot Rehabilitation Alt. A \$119,355
5. Whipple Street Parking Lot Rehabilitation Alt. B \$36,050

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Map of the eligible area.

POSSIBLE COURSES OF ACTION: Set public hearing for October 24, 2011.

RECOMMENDATION: Combine the 2012 money with the money from 2011 and 2010 for the Whipple Street parking lot project #4.

SUGGESTED MOTION: Moved by, _____ seconded by, _____ to set a public hearing for October 24, 2011 for the purpose of hearing public comments on the Oakland County Community Development Block Grant Program 2012 annual application.



OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT
Oakland Park
250 Elizabeth Lake Road, Ste. 1900
Portage, MI 48858-0493
248.858.0493
www.oakgov.com/chi



Area-wide Benefit Map City of South Lyon

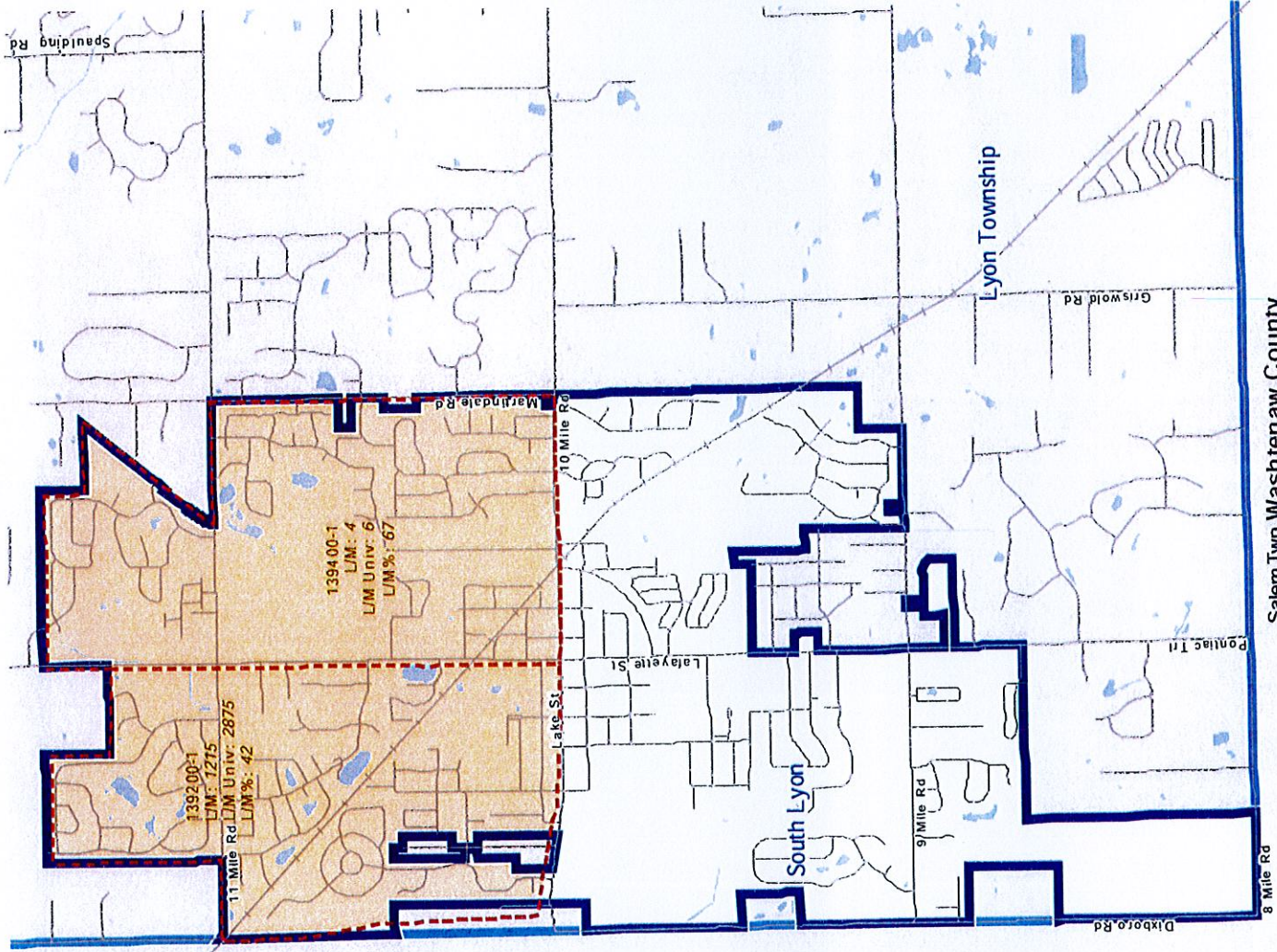
Legend

- Eligible Area-wide Benefit Block Groups
- Community Boundary (highlighted)
- Community Boundary (adjacent)
- Highways
- Major Roads
- Minor Roads
- Railroads
- Lakes

1 inch = 2,665 feet

This Census Block Group map reflects 2009 LMISD data from the U.S. Department of Housing and Urban Development.

Map created on July 27, 2009



Green Oak Twp
Livingston County

Northfield Twp

Salem Twp Washtenaw County

The information provided hereon has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise.

AGENDA NOTE

New Business: Item #4

MEETING DATE: September 26, 2010

PERSON PLACING ITEM ON AGENDA: Planning Commission

AGENDA TOPIC: First Reading – Proposed Revisions to Chapter 42, Division II, Article II “Litter and Blight”

EXPLANATION OF TOPIC: The Planning Commission has been working to revise blight ordinances and reverse declining property values in the City. These revisions focus on the exterior maintenance of commercial and residential structures. When the City Attorney reviewed the ordinance, he suggested placing it in Sec. 42-36 “Junk Vehicles”. The Commission respectfully requests that “Exterior Maintenance” be a new and separate section within Article II “Litter and Blight”.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Memo from Booth Patterson, Copy of Ordinance Revisions.

POSSIBLE COURSES OF ACTION: Approve/do not approve 1st Reading.

RECOMMENDATION: Approve 1st reading for the proposed Amendment of Chapter 42, Division II, Article II “Litter and Blight”.

SUGGESTED MOTION: Motion by _____, supported by _____ that this be the first reading of the proposed Amendment of Chapter 42, Division II, Article II “Litter and Blight”.

ORDINANCE AMENDMENTS TO CHAPTER
ZONING

The City of South Lyon Ordains:

An ordinance to amend the Code of the City of South Lyon by adding a new section 42-36a:

Sec. 42.36a – Exterior maintenance

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare, including but not limited to the following:

(a) Broken & Boarded Up Windows: Broken windows must be repaired or replaced within fourteen (14) days of damage. Boarding up of open or broken windows is prohibited except as a temporary measure for no longer than fourteen (14) days.

(b) Graffiti or Tagging on Buildings: The property shall be maintained free of graffiti, tagging or similar markings.

(c) Landscape Maintenance: Properties subject to this ordinance shall be landscaped and properly maintained in a healthy condition. Landscaping includes, but is not limited to, grass, ground covers, bushes, shrubs, hedges or similar plantings, decorative rock or bark designed and maintained in an appropriate manner. Landscaping requirements are set forth in South Lyon City Code 102-491, et seq. Maintenance includes, but is not limited to, cutting, pruning, weeding and mowing of landscaping and removal of all trimmings.

(d) Abandoned Pools, Spas and Water Features: Pools, spas, and other water features shall be kept in working order or winterized to ensure that the water remains clear and free of pollutants and debris, or drained and kept dry and free of debris. Said features must comply with the minimum security fencing, barrier and maintenance requirements of the Michigan Building, Construction and Property Maintenance Codes.

(e) Dead & Dying Trees: In any area, the owner or occupant of any premises on which is located any tree or other growth that is in a dangerous condition, shall destroy the tree or other growth when such destruction is necessary for the protection of other trees and growth and for the public health, safety and welfare.

(f) Property Maintenance – Additional considerations: All properties including accessory structures such as garages, fences, decks and walls, shall be properly maintained, including, but not limited to:

(1) Peeling, flaking, cracking, and chipped paint where the condition adversely affects the integrity of the material shall be eliminated and surfaces repainted.

(2) Windows and doors must be weather tight and able to prevent wind, rain or other elements from entering the structure.

AGENDA NOTE

New Business: Item #5

MEETING DATE: September 26, 2011

PERSON PLACING ITEM ON AGENDA: City Clerk/Treasurer

AGENDA TOPIC: MML Convention – Designation of Voting Delegate

EXPLANATION OF TOPIC: The MML's annual convention is in Grand Rapids this year October 4-7, 2011. As of this date, City Manager Murphy has been registered, but I have not heard from any Council Members that they would be attending. September 6th was the deadline for the early bird rate. However, anyone still wishing to attend can still register at the regular rate. The annual meeting is scheduled for 1:00 p.m. on Wednesday, October 5th during the convention, and pursuant to the provisions of the League Bylaws, Council needs to designate one official who will be in attendance as the representative to cast the vote for election of trustees, policy changes and other business that may come before the meeting.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: MML Annual Meeting Notice

POSSIBLE COURSES OF ACTION: Appoint/Not Appoint the Delegate for the Annual MML Meeting

RECOMMENDATION: Approve the City Manager to act as the delegate

SUGGESTED MOTION: Motion by _____, supported by _____
To designate David Murphy, City Manager as delegate for the Annual Michigan Municipal League Meeting



michigan municipal league

Better Communities. Better Michigan.

August 10, 2011

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Annual Convention of the Michigan Municipal League will be held in Grand Rapids, October 4-7, 2011. The annual meeting is scheduled for 1:00 pm on Wednesday, October 5, at the Amway Grand. The meeting will be held for the following purposes:

1. Election of Trustees. To elect six members of the Board of Trustees for terms of three years each (see page 2).
2. Policy. To vote on Core Legislative Principles document and resolutions properly brought before the annual meeting. All member municipalities planning on submitting resolutions for consideration at the annual meeting are reminded that under the Bylaws, the deadline for League Trustees to receive resolutions for their review is September 2, 2011 (please see page 2).
3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the annual meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <http://www.mml.org/delegate> no later than September 21, 2011.

Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

"Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative."

1. Election of Trustees

Regarding election of officers, under Section 5.3 of the League Bylaws, six members of the Board of Trustees will be elected at the annual meeting for a term of three years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions *

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and "no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting." Thus the deadline this year for the League to receive resolutions is September 2, 2011.

"Every proposed resolution submitted by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or modification thereof."

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership are available on the League website*, to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the annual meeting.

The Board of Trustees will meet on Wednesday, October 5 at the Amway Grand for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

* The proposed League Core Legislative Principles document is available on the League website at <http://www.mml.org/delegate>. If you would like to receive a copy of the proposed principles by fax, please call Susan at the League at 800-653-2483.

Sincerely,



Carol Shafto
President
Mayor of Alpena



Daniel P. Gilmartin
Executive Director & CEO

Enc.

AGENDA NOTE

New Business: Item #6

MEETING DATE: September 26, 2011

PERSON PLACING ITEM ON AGENDA: DPW

AGENDA TOPIC: Purchase of LED Lighting

EXPLANATION OF TOPIC: We had received a \$90,750 Grant from Michigan Public Service Commission (MPSC). The grant was accepted by the City in April. After receiving the grant we were put on hold due to an appeals court ruling invalidating the funding sources. Late Wednesday I received a call that we can proceed with our project, providing we can submit an order confirmation or an invoice by September 30, 2011.

Council will need to forgo the bid process due to the limited time to comply with MPSC deadlines. NOTE: 3 quotes are attached.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Memo, Email from Suburbs Alliance, Proposals from Hadco (Street Scape, LLC), Relume and LumaSmart.

POSSIBLE COURSES OF ACTION: Approve purchase/do not approve purchase.

RECOMMENDATION: Approve purchase of LED Lighting from Street Scape, LLC. (Distributor for Hadco)

SUGGESTED MOTION: Motion by _____, supported by _____ to forego the bid process due to the reimbursement deadlines imposed by MPSC.

SUGGESTED MOTION: Motion by _____, supported by _____ to approve the purchase of LED lighting and retrofits from Street Scape, LLC., in the amount of \$84,349.



**A Memorandum from
The
City of South Lyon
Department of Public Works
Steven S. Renwick, Superintendent**

Date: September 22, 2011
To: David Murphy, City Manager
Subject: Purchase of LED Lighting

In April 2011 the city accepted a grant from the Michigan Public Service Commission (MPSC) in the amount of \$90,750 for upgrading our lights in the downtown area.

Attached are quotes from Hadco (Street Scape, LLC), Relume and LumaSmart.

By replacing just the "engine" we are able to expand the project beyond the downtown street lighting. I have been able to include the lighting at Baker Park, Historic Village and the Volleyball Court. The cost for materials to do this is still under our grant funding of \$90,750.

Information was submitted to MPSC for review. MPSC requested that purchases be from Michigan LED Manufacturers, however MPSC was unable to provide a list of LED Street Light manufacturers in Michigan.

A search and phone calls turned up 2 manufacturers from Michigan. Their quotes are enclosed. Neither of the Michigan manufacturer's products are compatible with our lighting system. This was submitted to MPSC and after their review agreed that a lot of modification to our system would be necessary to make their lights work or even fit.

During this time MPSC was involved in a law suit and all projects were put on hold. An appeals court ruled to invalidate the funding source for their projects. Negotiations have allowed funding to be guaranteed reimbursement, providing we submit an order confirmation or an invoice no later than September 30, 2011.

I am recommending that Street Scape, LLC of Waterford, Mi be the supplier for the material. This company has provided our lighting since it was first installed in 70's and again in the 90's and has an upgrade product specific for our system. Due to the project being put on hold by MPSC and our late notification (Sept. 21, 2011) and the short deadline to proceed with the project and the limited number of manufacturers it will be impossible to bid this out now. MPSC is satisfied with the quotes that they have been provided. Council will need to forego the bidding process to satisfy the September 30, 2011 deadline.

Upon approval from council I am ready to order the following:

72	LED Engines, Twist Lock, 50 watt, 3000 Lumens at \$795.00 ea.	\$57,240
3	Complete LED Fixtures at \$1030.00	\$ 3,090

Mailing: 335 S. Warren St., South Lyon, MI 48178

Phone: (248) 437-6914

Office: 530 Ada St., South Lyon MI 48178

Fax: (248) 587-0080

E-Mail: sldpw@southlyonmi.org

Web Site: www.southlyonmi.org

City of South Lyon Department of Public Works
Steven S. Renwick, Superintendent

2 of 2

25	LED Fixtures at \$175.00 Ea. (Historic Village)	\$ 4,375
10	LED Floodlights at \$285.00 ea (Historic Village)	\$ 2,850
18	LED Floodlights at \$675.00 ea (Volleyball Ct.)	\$12,150
6	LED Fixtures at \$774 (Paul Baker Park)	<u>\$ 4,644</u>
	Total Cost	\$84,349

Public Works employees will do the upgrade to the lights. However installation of the lights at the Volleyball court will have to be done by someone else. I am talking with Detroit Edison to see if they would install them for us at no or little cost. Worst case would be the cost to have a contractor remove the old lights and install the new lights at the court.

cc: File

Mailing: 335 S. Warren St., South Lyon, MI 48178

Phone: (248) 437-6914

Office: 520 Ada St., South Lyon, MI 48178

Fax: (248) 587-0080

E-Mail: sldpw@cablespeed.com

Web Site: www.southlyonmi.org

Steve Renwick

From: Jennifer Young [jennifer@suburbsalliance.org]
Sent: Wednesday, September 21, 2011 4:16 PM
To: Steve Renwick
Cc: Conan Smith
Subject: South Lyon's DDA Street Light Upgrade to LED Project

Steve,

The City of South Lyon was awarded funding from the Southeast Michigan Regional Energy Office (SEMREO) to replace the decorative street lights in the City's DDA District with LED lights. This will reduce power usage and operating costs in the City's Downtown District Authority (DDA) area. The City owns the lights and will be conducting the installation but needs to purchase the LED equipment. The Southeast Michigan Regional Energy Office is providing funding for the LED equipment through a grant from the Michigan Public Service Commission (MPSC).

The MPSC's "Buy Michigan Preference" encourages grantees to purchase of materials from Michigan manufacturers. Accordingly, you conducted a diligent search of Michigan manufacturers of advanced lighting technologies. You informed us that in your search you identified only one company (Hadco) that manufactures a product that is compatible with the decorative street light fixtures in the City's Downtown District Authority (DDA) area. The Southeast Michigan Regional Energy Office forwarded a request for a sole source selection of a contractor to the MPSC. To comply with the MPSC competitive bid policy, you obtained three quotes from vendors of LED street lights. In August, 2011, the SEMREO received confirmation from the MPSC that the City's process of selecting a contractors for its MPSC energy efficiency project complies with the MPSC's competitive bid policy.

On August 27 we were informed that the MPSC grant will be terminated effective September 30, 2011 due to an appeals court ruling invalidating the funding sources for these projects. This impacts dozens of nonprofits and community action agencies statewide. While we continue to negotiate with MPSC regarding the implementation of the court ruling, in order to guarantee reimbursement through the MPSC, invoices to us for your project must be dated on or before September 30, 2011.

We are excited by the potential to expand your lighting project to the Museum and Volleyball Court, and can provide reimbursement for that work provided that invoices for those projects are also dated by September 30th, 2011.

Thank you for being a participating member of the Southeast Michigan Regional Energy Office. We look forward to successful completion of your projects.



STREET SCAPE, L.L.C.

4645 W. Walton
Waterford, MI 48329
Phone: 248-521-6895 • Fax: 248-618-6385
streetscapellc@aol.com

Supplier of streetscape equipment to: Utilities, Municipalities & Developers

To: CITY OF SOUTH LYON
STEVE RENWICK

Project: SOUTH LYON LED RETROFIT

Bid Date:

Architect:
Specifier:
Remarks:

Engineer:
Contract:

Qty	Type	MFG	Description	Unit Price	Extd. Price
3		HADC	S6880-DWG-LED RPTLD-RL524L30	1030.00	\$3090.00
			CITY OF SOUTHLION STANDARD FIXTURE WITH (LED)		
			50watt LED Engine, 3000 Lumens		
72		**	LED TWIST LOCK ENGINES ONLY	795.00	\$57240.00
			GX1 LED-RPTLD-RL524L30		
			50Watt LED Engine, (60,000 hrs)		
		**	New Refractive Globe with Roof & Finial	N/C	
			MUSEUM LED POST TOP FIXTURES		
			MELISSA LIGHTING LED POST TOP FIXTURES 120V		
25			K2450LED	175.00	\$4375.00
18			LED FLOOD LIGHTS FOR VOLLEYBALL COURT	675.00	\$12150.00
			90 Watt LED Flood yoke mounted		
			LED FLOOD LIGHTS FOR BUILDINGS		
10			PHILIPS Daybrite 24 Watt LED Flood Light	285.00	\$2850.00
			PARK LIGHTING		
6			MELISSA LED H8000B1SR	774.00	\$4644.00
			FREIGHT PAID		
Total ====					\$84349.00

F.O.B. Per MFG

Terms:

Lead time:

Prices firm for entry by:

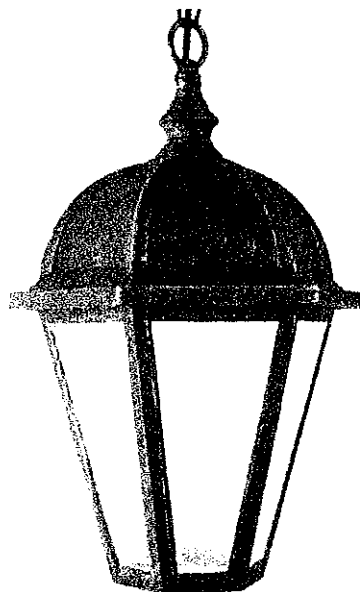
Shipment by:

This quotation is based solely in reliance upon information and specifications provided by the customer. Subject to manufacturer's published terms and conditions of sale. Quotation is void if changed. Lamps and other accessories are not included in the quote unless so noted. Quote number must be referenced on corresponding purchase order, to retain quoted pricing. If quantity changes, price is subject to change. QUOTE VALID FOR THIRTY DAYS.

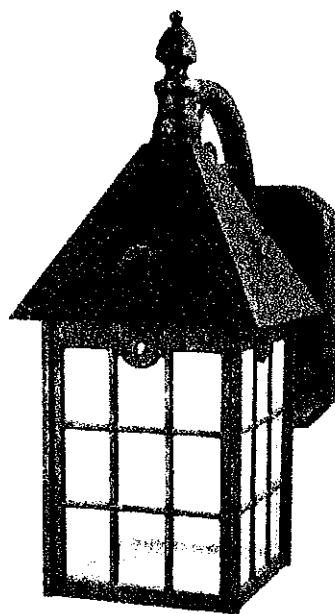
LED OUTDOOR

MUSEUM

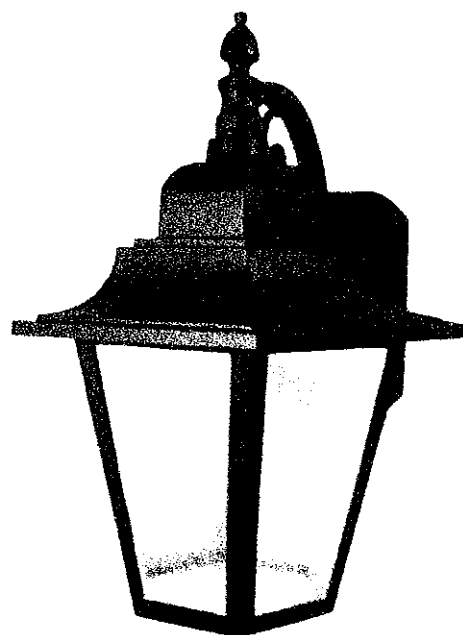
Save \$6.00 / Day / Fixture!



K2451 LED
Ht: 20"
Wid: 10"



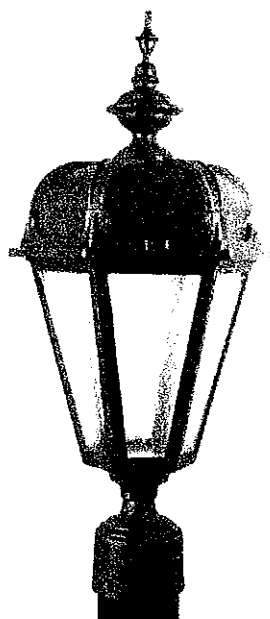
K10303 LED
Ht: 16"
Wid: 6"
Extends 10"
Top to outlet: 8"
Back plate: 4 1/2" X 7 1/4"



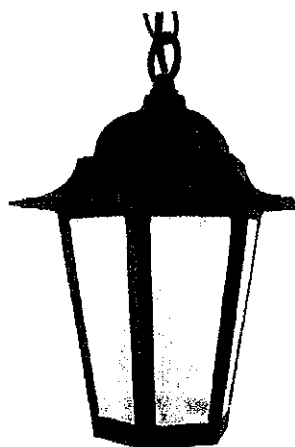
K16503 LED
Ht: 18 1/2"
Wid: 12"
Extends 14 1/2"
Top to outlet: 7"
Back plate: 4 1/2" X 7 1/4"



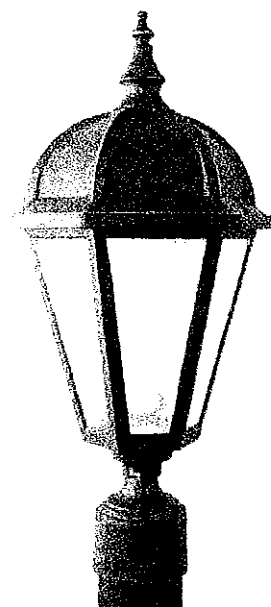
K1031 LED
Ht: 13 1/2"
Wid: 6"



K1850 LED
Ht: 22"
Wid: 10"



K1631 LED
Ht: 14"
Wid: 8"

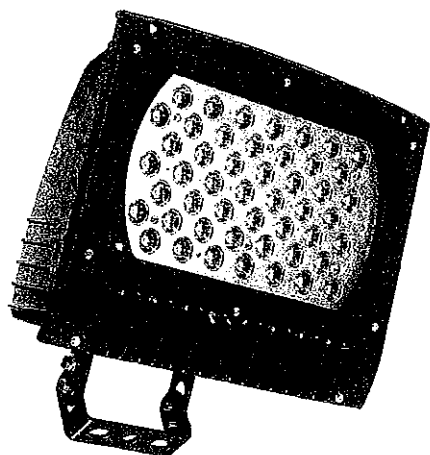


K2450 LED
Ht: 21 1/2"
Wid: 10"



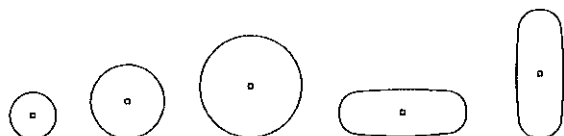
VolleyBall

LED Intermediate Floodlight



The LED Intermediate Floodlight uses approximately 100 Watts of energy. The versatility of this floodlight makes it a natural replacement for almost any medium wattage HID floodlight. With the yoke mount or slipfitter mount options available, large parking areas, large building facades, building perimeters, dock areas, and signs can be illuminated. Depending on the distribution used, the intermediate floodlight can replace up to a 150W metal halide floodlight.

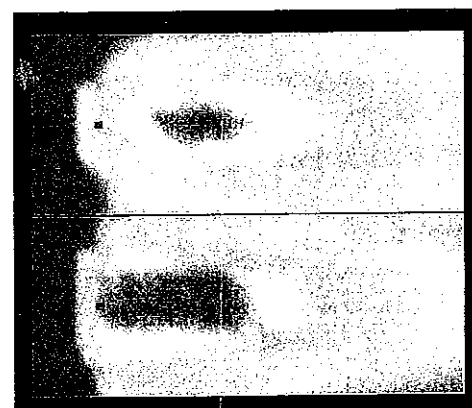
The LED light engine is designed for optimum thermal transfer: The die cast aluminum heat sink is specifically designed to allow the LED light engine to efficiently transfer heat to open air. Light controlling lenses are used to shape the LED output to create narrow, medium, and wide round distributions as well as a linear narrow by medium distribution. The LED light engine comes standard with neutral white LEDs with a nominal CCT of 4100K. Other colors are available upon customer request. All parts of the luminaire, including the LED light engine and the LED driver, are completely replaceable.



FSI90WLU-	NHP	MHP	WHP	NMP	MNP
System Watts	101	101	101	101	101
Initial Delivered Lumens @25°C Ambient	5549	5315	5227	5211	Consult Factory
Predicted L70 Lifetime @25°C Ambient	>60,000 hrs	>60,000 hrs	>60,000 hrs	>60,000 hrs	>60,000 hrs
Predicted L70 Lifetime @40°C Ambient	>60,000 hrs	>60,000 hrs	>60,000 hrs	>60,000 hrs	>60,000 hrs

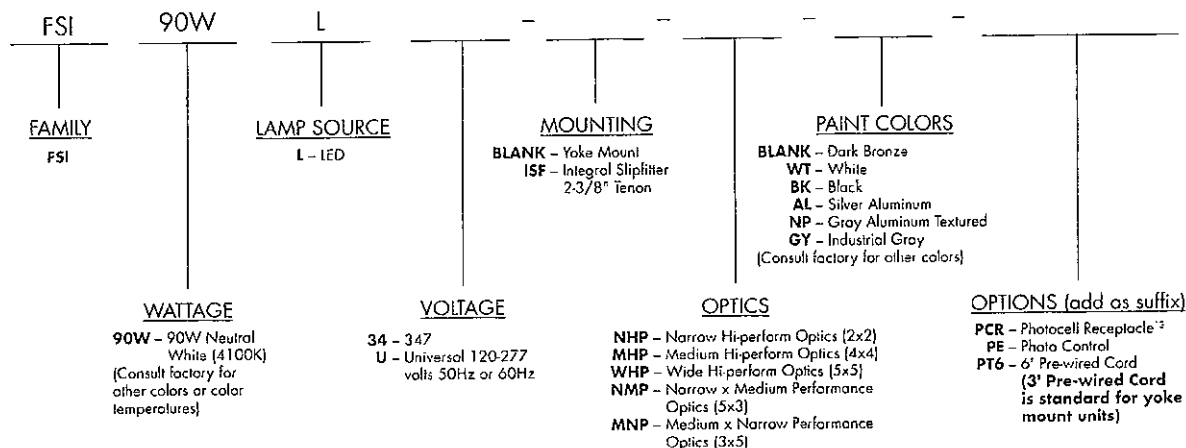
Note: L₇₀ lifetime prediction based upon LED manufacturer's supplied LM-80 data and in-situ laboratory testing. Photometric values based on tests performed in compliance with LM-79.

FSI90WLU-NHP
GRAZING APPLICATION SHOWN



150W MH MEDIUM FLOODLIGHT W/NARROW OPTICS
GRAZING APPLICATION SHOWN

SAMPLE CATALOG NUMBER: FSI90WLU-NMP



Footnotes:
^{1,2}Order twist lock photo control separately

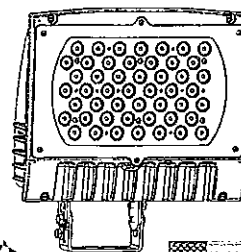
NITE Brites

JOB NAME SOUTH LYON

TYPE VOLLEYBALL COURT

VolleyBall

FSI-LED INTERMEDIATE FLOODLIGHT 90 Watt LED



The LED Intermediate Floodlight packs a big punch in a compact size. It is perfect for lighting signs, building facades, parking lots or for general security lighting.



ORDERING MATRIX

SAMPLE CATALOG NUMBER: FSI90WLU-NMP

FSI	90W	L	U		MHP		PT6
FAMILY FSI		LAMP SOURCE L - LED		MOUNTING BLANK - Yoke Mount ISF - Integral Slipfitter 2-3/8" Tenon		PAINT COLORS BLANK - Dark Bronze WT - White BK - Black AL - Silver Aluminum NP - Gray Aluminum Textured GY - Industrial Gray (Consult factory for other colors)	OPTIONS (add as suffix) PCR - Photocell Receptacle ¹² PE - Photo Control PT6 - 6' Pre-wired Cord (3' Pre-wired Cord is standard for yoke mount units)
	WATTAGE 90W - 90W Neutral White (4100K) (Consult factory for other colors or color temperatures)		VOLTAGE 34 - 347 U - Universal 120-277 volts 50Hz or 60Hz		OPTICS NHP - Narrow Hi-perform Optics (2x2) MHP - Medium Hi-perform Optics (4x4) WHP - Wide Hi-perform Optics (5x5) NMP - Narrow x Medium Performance Optics (5x3) MNP - Medium x Narrow Performance Optics (3x5)		

ACCESSORIES (order separately)

CAB - Crossarm Bracket
PSF - Post Top Slipfitter
EPSF - Economy Post Top Slipfitter
VSFSLED - Vandal Shield
PWB - Pipe/wall bracket
PC-MT - Photo Control Twist lock, multi-volt (must have PCR option)
PCR-SC - PCR Shorting Cap
WGFSLED - Wire Guard
WLS-PEC12 - Photo Control 120 volt
WLS-PEC27 - Photo Control 208-277 volt
TP - Tamper Proof
(For additional descriptions of Floodlight accessories refer to sheet number OA-50010.)

Footnotes:

¹²Order twist lock photo control separately.

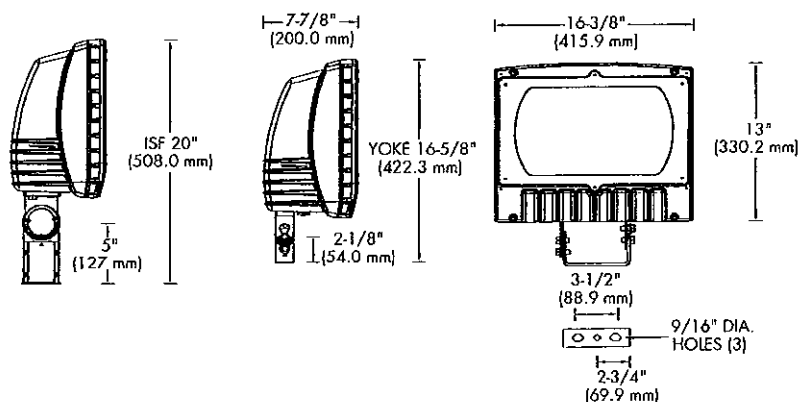
General Notes:

All options are factory installed.
All accessories are field installed.
Data subject to change without notice.

Predicted L70 Lifetime:

25°C Ambient - >60,000 hours
40°C Ambient - >60,000 hours
(based upon LED manufacturer's supplied LM-80 data and in-situ laboratory testing)

DIMENSIONS



EPA = 1.00 sq. ft.
WEIGHT = 26 lbs. (max.)

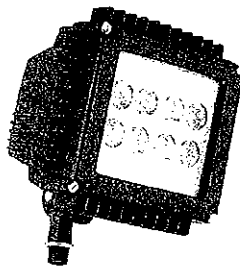
PHILIPS
Day-Brite

FL-41031

FSI-LED INTERMEDIATE FLOODLIGHT

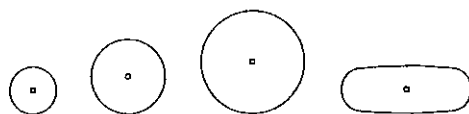
LED Mini Floodlight

MUSEUM Building



The LED Mini Floodlight uses approximately 22 Watts of energy. The small size of this floodlight allows it to be used to create dramatic accent lighting both indoors and outdoors. Flagpoles, landscapes, building facades, and interior architecture can be highlighted with a variety of visual effects. Depending on the distribution used, the light levels on the subject area are comparable to a 70W metal halide floodlight.

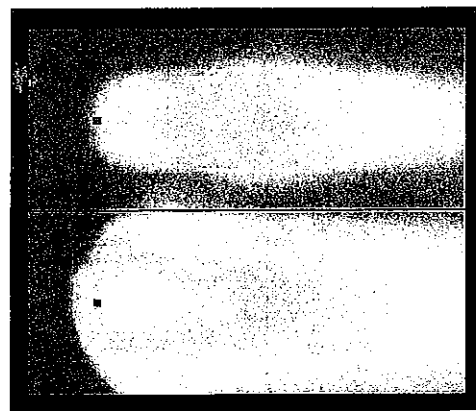
The LED light engine is designed for optimum thermal transfer. The die cast aluminum heat sink is specifically designed to allow the LED light engine to efficiently transfer heat to open air. Light controlling lenses are used to shape the LED output to create narrow, medium, and wide round distributions as well as a linear narrow by medium distribution. The LED light engine comes standard with neutral white LEDs with a nominal CCT of 4100K. Other colors are available upon customer request. All parts of the luminaire, including the LED light engine and the LED driver, are completely replaceable.



FSN24WLU-	NHP	MHP	WHP	NMP
System Watts	23	23	23	23
Initial Delivered Lumens @25°C Ambient	826	762	622	774
Predicted L70 Lifetime @25°C Ambient	>50,000 hrs	>50,000 hrs	>50,000 hrs	>50,000 hrs

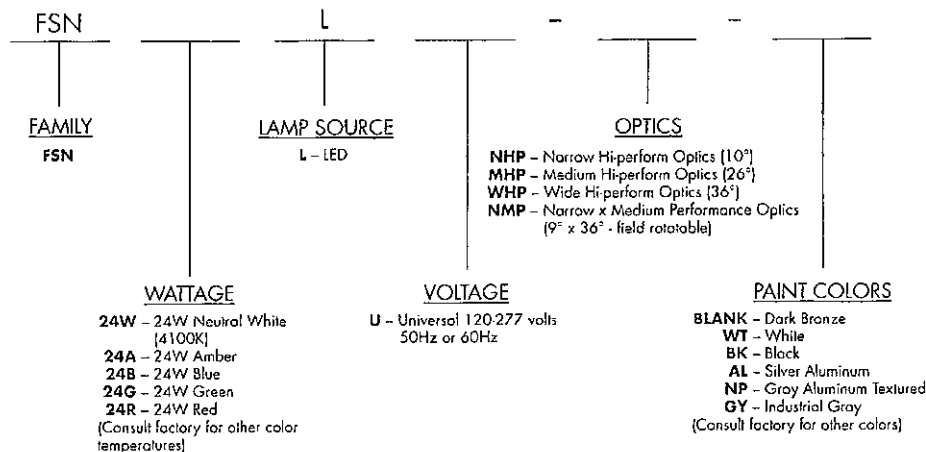
Note: L₇₀ lifetime prediction based upon LED manufacturer's supplied LM-80 data and in-situ laboratory testing. Photometric values based on tests performed in compliance with LM-79.

FSN24WLU-NHP
GRAZING APPLICATION SHOWN



70W MH SMALL FLOODLIGHT WITH NARROW OPTICS
GRAZING APPLICATION SHOWN

SAMPLE CATALOG NUMBER: FSN24WLU-NHP



MUSEUM Building

NITE BRITES

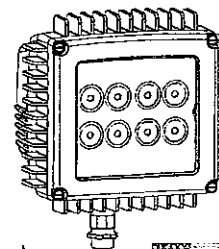
JOB NAME SOUTH LYON

TYPE BUILDING FACADE

FSN-LED MINI FLOODLIGHT

24 watt LED

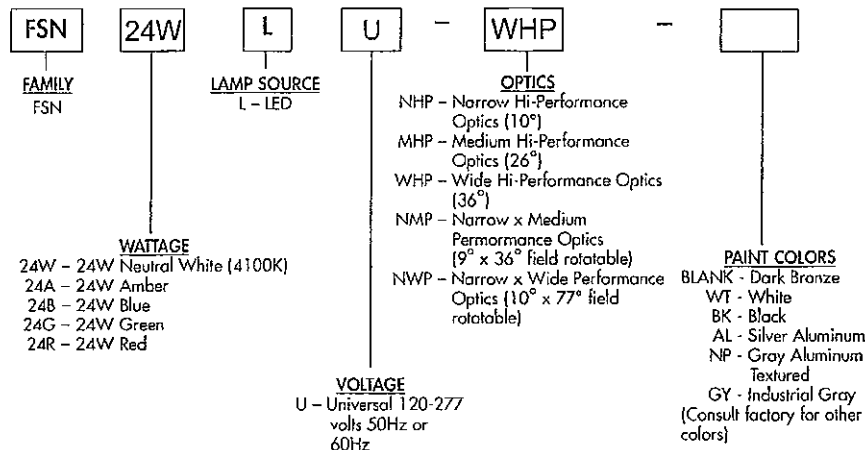
The LED Mini Floodlight gives the precision and maneuverability needed to create an attractive and functional lighting scheme in a compact package. Use the Mini Floodlight for landscapes, security, signs and displays.



FSN-LED MINI FLOODLIGHT

ORDERING MATRIX

SAMPLE CATALOG NUMBER: FSN24WLU-NHP



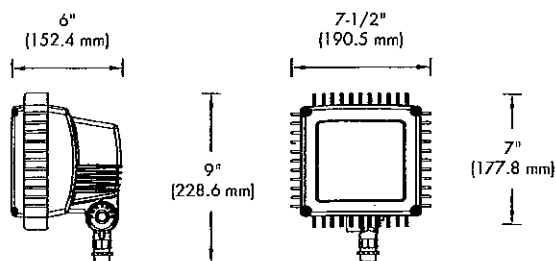
ACCESSORIES (order separately)

CAM - Crossarm Adapter
PTF - Post Top Slipfitter
VSFSN - Vandal Shield
PBM - Pipe Bracket
VFSN - Visor
WGFSN - Wire Guard
WTM - Wiring Trough
WBF - Wall mount bracket
(For additional descriptions of Floodlight accessories refer to sheet number OA-50010.1)

General Notes:
All options are factory installed.
All accessories are field installed.
Data subject to change without notice.

Predicted L70 Lifetime:
25°C Ambient - >50,000 hours
(based upon LED manufacturer's supplied LM-80 data and in-situ laboratory testing)

DIMENSIONS

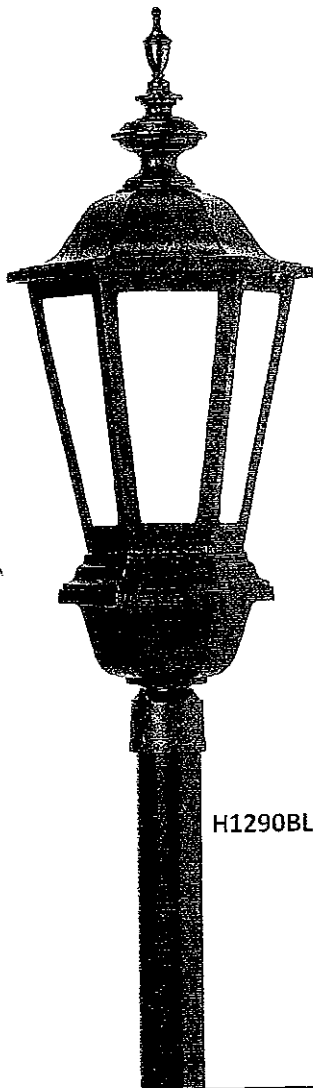


EPA = .22 sq. ft.
WEIGHT = 8 lbs. (max.)

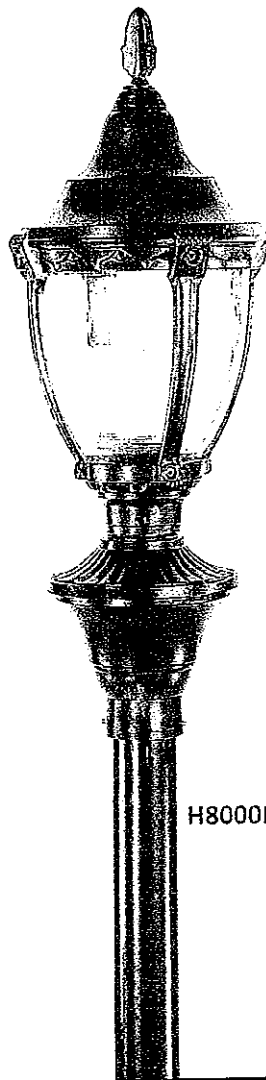
FL-41043

PHILIPS
Day-Brite

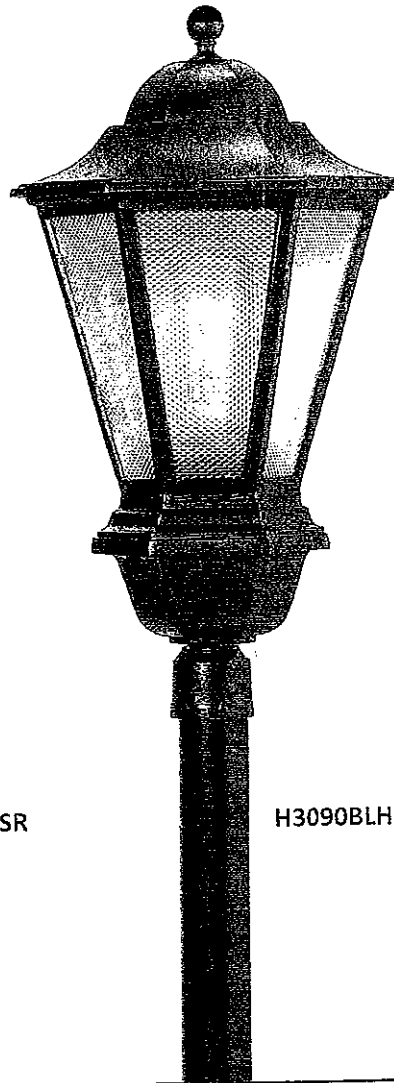
PARK



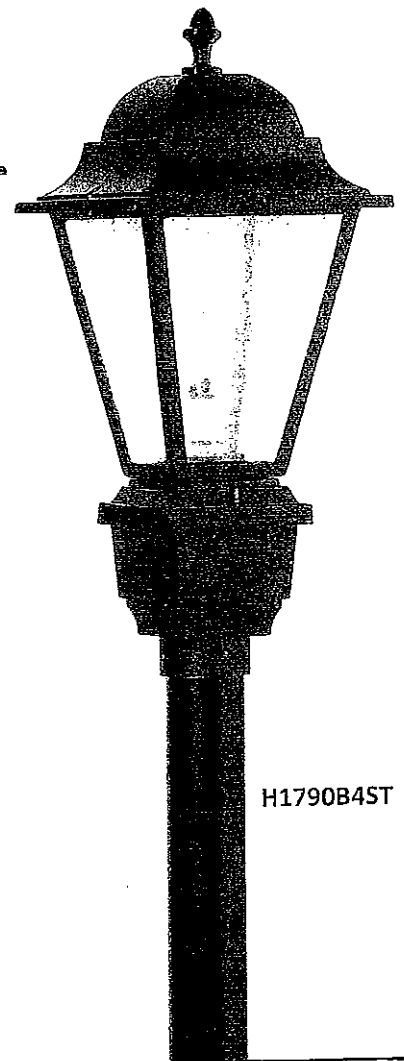
H1290BLH



H8000B1SR



H3090BLH



H1790B4ST

Fixture #	Description	Color	Panel & Globe Options	Ht.	Wid.	Collar	LED	HPS	MH
H1290BLH	Post Head & Ballast Box	All Colors	Seedy, Pearl, Honey, Opal, Ripple, Pebbled, Rose, Prismatic	35"	14½"	3"	35W	250	250
H8000B1SR	Post Head & Ballast Box	All Colors	Slate	32½"	12"	3"	35W	150	175
H3090BLH	Post Head & Ballast Box	All Colors	Seedy, Pearl, Honey, Opal, Ripple, Pebbled, Rose, Prismatic	30"	16"	3"	35W	250	250
H1790B4ST	Post Head & Ballast Box	All Colors	Seedy, Pearl, Honey, Opal, Ripple, Pebbled, Rose, Prismatic	27½"	11½"	3"	35W	150	175

- Blackout or Reflector Panels available with some styles.
- Contact Factory for availability.
- For Cut Sheets call Melissa Lighting (800) 345-5399

- Ballast wattage is maximum (lower may be used)
- Order Ballast separately.

How to Order Post Head: • Fixture • Color • Lens Type • Ballast Type
H1790B4ST / Blk / Sdy / IHP50



STREET SCAPE, L.L.C.

4645 W. Walton
Waterford, MI 48329
Phone: 248-521-6895 • Fax: 248-618-6385
streetscapellc@aol.com

Supplier of streetscape equipment to: Utilities, Municipalities & Developers

To: CITY OF SOUTH LYON
STEVE RENWICK

Proj: SOUTH LYON LED RETROFIT

Arch:

Engr:

Spec:

Cont:

Remarks:

Qty	Type	Mfg	Description	Unit Price	Extd. Price
72			RELUME LED RETROFIT SYSTEM P/N 196-4053/HADCO-VRG-N 40 watt LED Engine, 3000 Lumens New Acrylic Vertically ribbed globe	1160.00	\$83520.00
		HADC	HADCO LED RETROFIT		
72			LED ENGINE W/ New Globe, Roof, Finial & CAGE GX1 LED-RPTLD-RL524L30 50watt LED Engine, 3000 Lumens NEW ACRYLIC REFRACTIVE GLOBE WITH SPUN ALUMINUM ROOF, HAGERSTOWN CAGE	1090.00	\$78480.00
			LEG ENGINE ONLY GX1 LED-RPTLD-RL524L30 50Watt LED Engine, 3000 Lumens	795.00	
			New Refractive Globe with Roof & Finial	75.00	
Total ====					\$162000.00

F.O.B. Per MFG

Terms:

Lead time:

Prices firm for entry by:

Shipment by:

This quotation is based solely in reliance upon information and specifications provided by the customer. Subject to manufacturer's published terms and conditions of sale. Quotation is void if changed. Lamps and other accessories are not included in the quote unless so noted. Quote number must be referenced on corresponding purchase order, to retain quoted pricing. If quantity changes, price is subject to change. QUOTE VALID FOR THIRTY DAYS.

Printed 05/02/11 12:39:22

Per: DENNIS

AREA LIGHTING DECORATIVE POLE TOP TWO PIECE ACORN, GLOBE AND SIMILAR STYLE FIXTURES THAT CAN BE OPENED

UA Series

- Better Visibility
- Reduced Energy Usage
- Lower Maintenance
- Easy Installation
- Dark Skies Friendly
- Superior Thermal Management

MODELS & CONFIGURATIONS

Because these units can be opened our FIXED configuration light engine is the right solution. The light engine replaces the existing socket and is easily accomplished with the bottom half of the globe in place. The new light engine comes complete with a 110-277 volt power supply that is simply wired into the fixture in place of the existing ballast and socket. HID ballasts cannot be used to supply LED light engines.

Use this chart to choose the Light Engine that best fits the application. Consult Relume or one of our Manufacturer Representative or Distributors for help on determining your best solution.



Model Configurations	UA22	UA23	UA21	UA25
Number of LEDs	48	48	30	30
Type of LED	XRE	XRC	XRE	XRC
Power Supply	CC	CC	CC	CC
Number of Extrusion Arms	8	8	5	5
Light Pattern	TYPE IV-V	TYPE IV-V	TYPE III	TYPE III
Wattage	57	60	37.5*	38.5
Lumens per Watt	81	40.2 ¹	81*	39 ¹
Total Lumen Output	4675	2413 ¹	2997*	1499 ¹

*Predicted performance based on prior third party testing. CC=constant current

¹Lumen output as tested with a standard Linde Globe

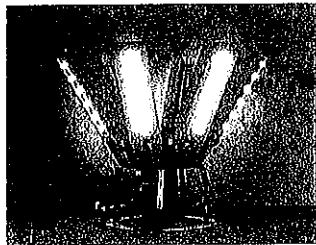
Order White	Cool	Warm (daylight)	Soft
Kelvin (+/- 500)	6000K	4500K	3500K
Order code	CW	TW	WW

RELUME LED OUTDOOR AREA LIGHTING RETROFIT

DESIGNS TO FIT MOST APPLICATIONS

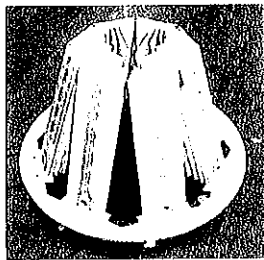
The Relume Retrofit Family for Post Top Luminaires including Globes, Acorns and Top Hats deliver energy saving and long life.

Relume now also offers solutions for suspend "tear drop" designs. Our light engines fit a wide range of installed fixtures providing clean bright light. Each engine is specially designed with advanced thermal management systems, CREE LEDs, and reliable power supplies.



ADVANCED ENGINEERING

For existing decorative post-top luminaires that have one piece, acorn style lenses Relume offers a patent pending "flower petal" design. This innovative feature allows the LED light engine to be inserted through the opening at the base of the lens and then "opened" into the deployed position to provide outstanding photometric distribution. For globes that open in the middle as well



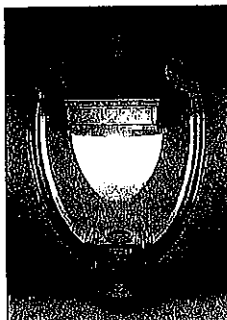
as Tear Drop hanging fixtures we have fixed configuration light engines.

LED LIGHT OUTPUT/COLOR/QUALITY

Depending on the model we offer brightness ranging from 2,300 to 5458 lumens. Our light engines can be ordered in Soft (warm), True (neutral) and Cool color temperatures (lumen output may vary depending on color range). All Relume systems are designed for very long lives of 75,000 hours or more.

EASY TO INSTALL

Our post top and hanging style area lights are designed and engineered for easy and fast field replacement. In most cases old less efficient light sources can be removed and our new light engine installed in less than five (5) minutes per post. In several cases it is as little as three (3) minutes per unit.



LIGHT ENGINE CONSTRUCTION

Patented Relume Silver Circuitry™ ensures excellent thermal management and low LED junction temperatures—the key to long LED life.

HIGHEST QUALITY

All Relume Area Lighting solutions are MADE IN AMERICA using the finest materials. From powder coated aluminum light arms to stainless steel screws Relume products are design and built to last and manufactured in an ISO 9000-2008 facility!

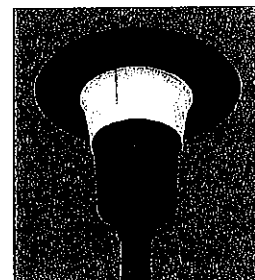


ENVIRONMENTALLY FRIENDLY

Relume light engines are energy efficient which lowers energy bills and reduces carbon footprints. Very long useful lives mean lower landfill impact and because they contain no heavy metals or other dangerous materials there are usually no disposal fees.

GREAT LIGHT

Research has shown that even, flicker free light of LEDs makes citizens feel better and safer. Instant on with no length strike time means light is available the instant it is needed.



ENERGY MANAGEMENT READY

All Relume light engines are control system compatible for even more potential energy savings. Whether it is the advanced Sentinel System™ or any other lighting control system our light engines can be dimmed to almost any light output level. And all Relume light engines return to full brightness nearly instantly when commanded to do so.

WARRANTY

Relume products all carry an industry leading seven (7) year warranty. Superior advanced thermal management, highest quality materials and great craftsmanship all combine to make Relume the long term value leader.

For more information, visit
www.relume.com or call: (248) 969-3800

Relume

bright. very bright

Proposal

15809 Claire Ct., Macomb, MI 48042
Ph. 586-232-4125 Fax 586-232-4127

Prepared For: Steve Renwick
Company: City of South Lyon
Revision #: Original
Date: May 31, 2011
Proposed By: John Blake

New LED Decorative Acorn Fixtures to Replace Hadco Fixtures

#	Part	Description	Quantity	Price	TOTAL
1	LS-478-55-Fixture	LumaSmart LED Acorn Light - LED Light Engine, Premium Acrylic Lens, and Post Top Capitol Filter. UL Listed Power Supply for 110-277 Input Voltage.	75	\$ 749.99	\$ 56,249.25
2					\$ -
3					\$ -
4					\$ -
5					\$ -
				Total	\$ 56,249.25

LEAD TIME:

6-8 Weeks.

PRICES QUOTED DO NOT INCLUDE SALES TAX

Total Amount: \$ 56,249.25

DELIVERY: F.O.B. MACOMB TOWNSHIP**TERMS: NET 30 - see attached Terms and Conditions****NOTES:**

Pricing for Quantities Listed above. Pricing Does Not include Installation, Sales Tax, or Delivery.

The undersigned agrees to the proposed pricing, delivery, and terms and conditions set forth herein.

Signature _____

Date _____

Customer Name: _____

FAX TO 586-232-4127 - Receipt of Order will be confirmed
LumaSmart Technology International, Inc.

15809 Claire Ct., Macomb, MI 48042
Ph. 586-232-4125 Fax 586-232-4127

Prepared For:	Steve Renwick
Company:	City of South Lyon
Revision #:	Original
Date:	July 25, 2011
Proposed By:	John J Blake

City of South Lyon Flood Lights

#	Part	Description	Qty	Price	TOTAL
1	LS-444	LumaSmart LED Flood Light for 110-277 input voltage.	7	\$ 375.00	\$ 2,625.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total					\$ 2,625.00

PRICES QUOTED DO NOT INCLUDE SALES TAX

DELIVERY: F.O.B. LUMASMART, Macomb Township

TERMS: NET 30 - see attached Terms and Conditions

NOTES: LS-444 typically Replace 175 - 250 Watt HID Flood Lights. Pricing for Quantities Listed above. Pricing Does Not include Installation, Sales Tax, or Delivery.

All quoted prices are subject to the attached Terms and Conditions.

SOUTH LYON POLICE DEPARTMENT

Lloyd T. Collins
Chief



Memorandum

To: David Murphy, City Manager

From: Chief Lloyd T. Collins

Subject: Pumpkinfest Run 2011

Date: September 20, 2011

I have received a permit request for the above-mentioned event. I reviewed the proposed route and find it to be acceptable. The event is scheduled to begin at 10:00 a.m. on Saturday, October 1, 2011. It will conclude by 10:30 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, and the road closures have already been approved. The Police Department will provide support for the event, including the necessary road closures. Therefore, I have approved the request and have so notified the organizers.

c: Lt. S. Sharpe
Chief M. Kennedy, S.L.F.D.
Steve Renwick, DPW Superintendent
Julie Zemke, Clerk/Treasurer



SOUTH LYON POLICE DEPARTMENT

219 Whipple
South Lyon, Michigan 48178
Ph: (248)437-1773 / Fax: (248)437-0459
Lloyd T. Collins
Chief of Police

Rec 09/19/11
w/o ins. cert. *Lee*

PARADE / DEMONSTRATION APPLICATION

Date Application Submitted: June 29, 2011 incorrect *for* Requested Date of Event: Oct. 1, 2011
Applicant / Contact's Name: Scott Smith * PH #: 248-207-5735
Applicant Address: 4734 Silver Side Dr., South Lyon, MI 48178
Business / Organizations Name (if Applicable): South Lyon High / East Boys Cross Country
Bus. Ph#: 248-573-8150 ^{ext} Bus. Address: 1000 N. Lafayette, South Lyon, MI 48178
President / CEO (Responsible for Event): Scott Smith Mike Taylor Direct Ph#: 248-573-8718
Race Director / Coach Athletic Director

Parade START Time: 10 a.m. / p.m.

Parade END Time: 10:30 a.m. / p.m.

Approximate Number of PERSONS: 300 Organization Names: South Lyon Individual Runners

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

Approximate Number of ANIMALS: 0 SPECIFIC Animals: _____

Amount of space to be maintained between and /all units in Parade: 10 minutes between 1st & last Runner

Route to be traveled (Include Street Names and Turning Directions): _____

Start at Millennium Middle School / just before parade (north lot). Turn
right left onto Pontiac Trail. Turn left on W. Liberty. Turn left on
Warren. Go into McHattie Park and turn right on bike path. Cross McMurphy
Take bike path spur south to Princeton Dr. Turn left on Princeton. Take
sidewalk back to North Millennium Parking Lot.

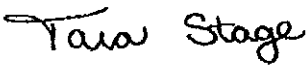
Scott Smith
Applicant's SIGNATURE

[Signature] AD
Responsible Party's SIGNATURE

APPROVED [✓]

DENIED []

Chief Lloyd T. Collins 09/20/11
Lloyd T. Collins, Chief of Police

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.		
Insured South Lyon Community Schools 345 S Warren South Lyon, MI 48178-1358				COMPANIES AFFORDING COVERAGE A MASB-SEG Property/Casualty Pool, Inc.		
<small>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.</small>						
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- 00474- 201011	11/1/10	11/1/11	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 named Insured as it represents the districts Pumpkinfest 5K Run being held October 1, 2011.						
CERTIFICATE HOLDER City of South Lyon 335 South Warren South Lyon, MI 48390				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL 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 <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  TARA STAGE PROPERTY/CASUALTY DEPARTMENT </div> <div style="text-align: right;"> Date September 20, 2011 </div> </div>						

Rec. 09/20/11 via fax
LTC



September 1, 2011

David Murphy, City Manager
City of South Lyon
335 S. Warren St.
South Lyon, MI 48178-1317

Dear Mr. Murphy,

As you may be aware, Broadstripe recently entered into a purchase and sale agreement with WOW! Internet, Cable and Phone ("WOW!"). Under the terms of our agreement, all our Michigan operations will transition to WOW! following closing. Traditionally, after such an announcement, you would receive an official notification about the new company and the franchise assignment process. However, given our bankruptcy status, the process is different, and I want to make sure that Broadstripe creates realistic expectations with our local communities. I have attached a copy of the press release that provides an overview of the transaction.

As stated in the press release, there are a number of legal steps that must take place in the bankruptcy court before we can emerge from chapter 11 and consummate the sale. As I am sure you can appreciate, the court system process could take a few weeks to several months to fully complete. Rest assured, upon completion of the bankruptcy requirements, I will provide you with information concerning WOW! and details surrounding the franchise assignment and closing process.

I am truly excited about this transition and the numerous benefits our customers will enjoy. We remain committed to serving you and your constituents during the process and look forward to communicating detailed information in the future. Please feel free to contact either of us if you have any questions or if we can be of service to you.

Sincerely,

Dave Harwood, COO
517-319-3179

Rick Clark, VP-Government Relations
517-319-3173

Contacts:

Reece Fulgham	Arah Peck	Cathy Kuo	Joseph Duggan
310.383.3088	425.576.8200	720.479.3518	212.774.3723
rfulgham@elmolinoinc.com	apeck@wavebroadband.com	ckuo@wideopenwest.com	jduggan@dhcapital.com

**Wave Broadband and WOW! Internet, Cable, and Phone to Acquire Broadstripe
DH Capital Advises Broadstripe on the Transaction**

New York, NY and Boulder, CO – August 23, 2011 – Wave Broadband and WOW! Internet, Cable, and Phone announced today that they have entered into an agreement to purchase substantially all of the assets of Broadstripe LLC, a provider of residential and commercial bundled communications services. Broadstripe, which filed for Chapter 11 bankruptcy protection in January 2009, operates in Maryland, Michigan, Oregon, and Washington. DH Capital is providing advisory services to Broadstripe on the transaction.

Wave will acquire the Washington and Oregon properties which reach more than 103,000 homes. Wave currently operates in California, Oregon, and Washington, and serves more than 300,000 customers.

Steve Weed, CEO of Wave Broadband, said, "With this acquisition, Wave continues a tradition of expansion in strategic West Coast markets. Wave's successful growth stems from our sincere commitment to providing superior products and exceptional service to our customers. And we look forward to serving these communities."

WOW! will add 92,000 households from Broadstripe's Michigan systems to the 1.5 million households it already serves in Illinois, Indiana, Michigan, and Ohio.

"We are very excited about this acquisition and the opportunity to invest and further grow our business. WOW!'s operating philosophy is to deliver an employee and customer experience that lives up to our name and we look forward to welcoming Broadstripe's employees and customers into the WOW! family," said WOW! President Steven Cochran.

WOW! is owned by Avista Capital Partners which acquired the company in 2006. The company acquired SIGECOM in Evansville, Indiana the following year.

David Burgstahler, President of Avista Capital Partners, said, "WOW!'s management team has a disciplined, customer-focused approach to operations. They have consistently delivered industry-leading performance metrics and proven that they know how to successfully integrate sizeable acquisitions. We're confident that the team will do so again with Broadstripe and are pleased that we can deliver immediate accretive value to our shareholders."

Broadstripe's Maryland system operating in Anne Arundel County will be acquired by a newly formed entity, Anne Arundel Broadband, LLC, and will be operated by industry veterans to include John Bjorn, Broadstripe's current Executive Vice President of Regional Operations.

The sale must be approved by the Bankruptcy Court and, upon approval, the transition is expected to take up to four months before the sale can be officially completed.