

City Council Meeting

July 22, 2013

Agenda

7:30 p.m. **Call to Order**
Pledge of Allegiance
Roll Call
Approval of Agenda
Minutes – July 8, 2013
Public Comment:

I. Old Business

1. None

II. New Business

1. Appointment – Planning Commission
2. Homecoming Parade
3. Lake Street Project - Update
4. Agreement with HRC for the design of the Police/Fire parking lot
5. Center for Active Adults Agreement
6. Donation Acceptance
7. Police Firearms Trade-in
8. Manager's Evaluation

III. Manager's Report

IV. Council Comments

V. Adjournment

CITY OF SOUTH LYON
REGULAR CITY COUNCIL MEETING
July 8, 2013

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

Mayor Wallace led those present in the Pledge of Allegiance

PRESENT: Mayor Wallace
Council Members: Kivell, Kopkowski, Rzyzi, Kramer, Wedell, and Dixon
ALSO PRESENT: City Manager Murphy, City Attorney Wilhelm, Chief Kennedy, Chief Collins and Clerk/Treasurer Deaton
ABSENT: Department Head Martin

MINUTES:

Councilman Rzyzi stated he would like the minutes to reflect the statement he made during the last meeting that he would like Plante and Moran to stay under a \$6,000. limit for the single audit.

CM 7-1-13 MOTION TO APPROVE MINUTES AS AMENDED

Motion by Kivell, supported by Kopkowski
Motion to approve minutes as amended

VOTE: **MOTION CARRIED UNANIMOUSLY**

MONTHLY BILLS

Councilman Kivell questioned the check for the Library for settlement. City Clerk Deaton stated it is for the settlement of the 2012 tax year. Councilman Kivell questioned the check for Swistak Levine Client for a water refund. City Manager Murphy stated that is for the settlement with South Lyon Woods, we won the case, but we did have to refund the late fees that were paid by them. Councilman Rzyzi questioned why we used two different auto companies for work on the police vehicles.

CM 7-2-13 MOTION TO APPROVE PAYMENT OF MONTHLY BILLS

Motion by Kramer, supported by Wedell

7/8/13

Motion to approve the payment of the monthly bills as presented.

VOTE: MOTION CARRIED UNANIMOUSLY

AGENDA

CM 7-3-13 MOTION TO APPROVE THE AGENDA AS PRESENTED

Motion by Wedell, supported by Kopkowski

Motion to approve the agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

Carrie Jones of 883 Hidden Creek stated she is interested in the fireworks ordinance and would like Council to do everything they can to limit the use of the newly legalized fireworks. She stated on July 4th, there was a haze in the air at 10:00 at night, and there were fireworks 40 feet above homes. She further stated there was a small fire at the end of a driveway that evening. Mayor Wallace stated the Council has been working on this, and he thinks we are ahead of a lot of communities regarding this issue.

OLD BUSINESS

1. Second Reading- Fireworks

Attorney Wilhelm stated this ordinance will bring our ordinance in line with the amended state statute. It restricts the use of fireworks between midnight and 8:00 a.m. on the day before, day of, and day after.

CM 7-4-13 MOTION TO APPROVE SECOND READING OF FIREWORK ORDINANCE

Motion by Wedell, supported by Kramer

Motion to approve the second reading of the amendment to Chapter 46, Section 46-122 of the City's Code of Ordinances.

VOTE: MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

1. Purchase of Support Vehicle

Chief Kennedy stated this was discussed at the last budget meeting. He further stated he contacted multiple dealerships and found the best deal is through the Oakland County Cooperative Purchase and it knocked it down to \$16,709.00

CM 7-5-13 MOTION TO APPROVE PURCHASE OF SUPPORT VEHICLE

Motion by Kopkowski, supported by Kivell

Motion to approve the purchase of a 2014 Jeep Patriot from Lafontaine-Saline for \$16,709.00

VOTE: MOTION CARRIED UNANIMOUSLY

2. Sale of 2005 Crown Victoria

Chief Kennedy stated he is requesting the sale of the 2005 Crown Victoria, which is being replaced. The Kelly Blue Book is around \$3,000.00 He further stated he will be listing this on the state website and he is hoping to get at least \$3,000.00.

CM 7-6-13 MOTION TO APPROVE THE SALE OF 2005 CROWN VICTORIA

Motion by Kramer, supported by Dixon

Motion to approve the sale of the 2005 Crown Victoria on MITN for a minimum price of \$3,000.00

VOTE: MOTION CARRIED UNANIMOUSLY

MANAGERS REPORT

City Manager Murphy stated he has nothing at this time.

COUNCIL COMMENTS:

Councilman Kramer stated the next Recreation Center meeting will be held on July 15th at South Lyon City Hall at 7:00 p.m. He further stated there will be a presentation on July 24th at 2:00, in

front of the South Lyon Recreation authority by the two firms, and one will be chosen to move forward with the conceptual design. Councilman Kivell asked if this is all taking place with the original \$30,000, and

Councilman Kivell stated he attended the last car show and people seemed happy with the extended location. He further stated there were some very nice cars participating, and it brings a lot of good press and more people to our town.

Councilmember Kopkowski asked if the meetings for the Recreation center are open to the public, Councilman Kramer stated they are all open to the public.

Mayor Wallace stated the tornado sirens didn't go off on Saturday. Chief Collins stated he investigated and Oakland County was aware there was a problem and traced it to the two sets of software they use. He further stated they tested their backup application and found out it didn't work, the primary system was not affected and could have been ran at any time, but they didn't want to run the siren at 1:10 or 1:15 because it would confuse people.

Mayor Wallace stated a porta john has been installed at the Cemetery.

Mayor Wallace stated Blues, Brews and Brats is Saturday the 20th around 3:00.

Mayor Wallace stated someone stole a trailer from the injured soldiers program, and it takes a very horrible person to do something like that.

Mayor Wallace stated he was very sorry to hear of the passing of Julie Zemke's husband Jerry.

ADJOURNMENT

CM 7-7-13 MOTION TO ADJOURN MEETING

Motion by Kivell, supported by Kramer

Motion to adjourn the meeting at 7:55 p.m.

VOTE:

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Tedd Wallace, Mayor

7/8/13

Lisa Deaton Clerk/Treasurer

AGENDA NOTE

New Business: Item #1

MEETING DATE: July 22, 2013

PERSON PLACING ITEM ON AGENDA: Mayor Wallace

AGENDA TOPIC: Appointment

EXPLANATION OF TOPIC: The Planning Commission is short one person after Pam Weipert resigned. I am appointing Steven Brummer to fill the remainder of her term that ends in March of 2016.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Mr. Brummer's appointment application.

POSSIBLE COURSES OF ACTION: Affirm Mayor Wallace's to appoint of Steven Brummer to the Planning Commission.

RECOMMENDATION: Affirm Mayor Wallace's to appoint of Steven Brummer to the Planning Commission.

SUGGESTED MOTION: Motion by _____, supported by _____ to Affirm Mayor Wallace's to appoint of Steven Brummer to the Planning Commission to fill the open position until March of 2016.

AGENDA NOTE

New Business Item: #2

MEETING DATE: July 22, 2013

PERSON PLACING ITEM ON AGENDA: Police Chief

AGENDA TOPIC: Homecoming Parade – South Lyon High School

EXPLANATION OF TOPIC: A request was received for a permit for the South Lyon High School Homecoming Parade, and associated road closures, planned for Friday, September 27, 2013 from 4:00 p.m. to 5:00 p.m.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Parade application, insurance certificate, hold harmless statement, road closure resolution, and memo from Chief Collins.

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

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 South Lyon High School Homecoming Parade on September 27, 2013 between 4:00 p.m. and 5:00 p.m. and the related street closures: N. Mill Street from Lake St. to Kestrel Ridge, Kestrel Ridge from N. Mill Street to Eagle Heights, Eagle Heights from Kestrel Ridge to Eleven Mile Rd., Eleven Mile Rd. from Martindale to Pontiac Trail.

07/22/13

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.



SOUTH LYON POLICE DEPARTMENT

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

PARADE / DEMONSTRATION APPLICATION

Date Application Submitted: 5/17/13 Requested Date of Event: 9/27/13
Applicant / Contact's Name: Niki Keena PH #: (248) 573-8150 ext 5164
Applicant Address: 1000 N. Lafayette, South Lyon, MI 48178
Business / Organizations Name (if Applicable): South Lyon High School Stu. Council
Bus. Ph#: SAME Bus. Address: SAME
President / CEO (Responsible for Event): _____ Direct Ph#: SAME
Parade START Time: 4:00 a.m. / (p.m.) Parade END Time: 5:00 a.m. / (p.m.)
Approximate Number of PERSONS: 500 Organization Names: Sports teams, Band,
Stu. Council floats, homecoming court
Approximate Number of VEHICLES: 40 Types of Vehicles: Convertibles, Pick-up
trucks, cars, trucks w/trailers
Approximate Number of ANIMALS: 0 SPECIFIC Animals: Horses

Amount of space to be maintained between and /all units in Parade: 6-8 feet

Route to be traveled (Include Street Names and Turning Directions): Start on Mill Street
facing North, head North on Mill Street and turn right
(east) on Westview Ridge Dr., turn left (North) on Eagle Heights Dr.
turn left (West) on 11 Mile Rd. Turn left onto the
parking lot of South Lyon High School. End.

Applicant's SIGNATURE

Responsible Party's SIGNATURE

APPROVED [✓]

DENIED []

Chief Lloyd T. Collins 07/10/13
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.

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-00474-201211	11/1/12	11/1/13	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 Insured but only as respects to the activities performed by or on behalf of the named Insured as it represents the districts' Homecoming Parade being held September 27, 2013.

CERTIFICATE HOLDER

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

IT IS UNDERSTOOD AND AGREED THAT THIRTY (30) DAYS ADVANCE WRITTEN NOTICE OF CANCELLATION, NON-RENEWAL, REDUCTION, AND /OR MATERIAL CHANGE SHALL BE SENT TO: DAVID MURPHY, CITY OF SOUTH LYON, 335 S WARREN, WOUTH LYON, MI 48390,

AUTHORIZED REPRESENTATIVE

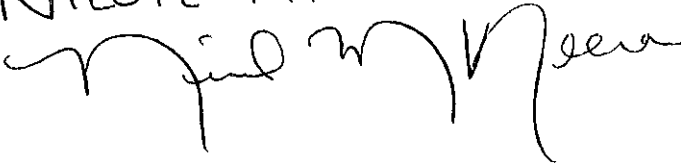
Chelsie Swaynie

CHELSE SWAYNIE
PROPERTY/CASUALTY DEPARTMENT

Date May 20, 2013

Hold Harmless Clause

To the fullest extent permitted by law the South Lyon Community Schools District 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.

Nicole M. Heene


June 7th, 2013

SOUTH LYON POLICE DEPARTMENT

Lloyd T. Collins
Chief



Memorandum

To: David Murphy, City Manager

From: Chief Lloyd T. Collins

Re: S.L.H.S. Homecoming Parade

Date: July 10, 2013

I have received a permit request for the above-referenced event, planned for Friday, September 27, 2013. The parade is scheduled to begin at 4:00 p.m., and end by 5:00 p.m. The proposed route is the same as the route utilized in recent years. Due to safety concerns, organizers have also agreed to provide adult monitors to deter the throwing of objects by parade participants.

Therefore, I have approved the request and have so notified the organizers. I have attached a copy of the application and approval for your information, and for inclusion on the City Council agenda relative to the necessary road closures. The Police Department will provide necessary assistance to facilitate the success of the Homecoming Parade.

c: Lt. C. Sovik
Chief Mike Kennedy, S.L.F.D.
Bob Martin, DPW Superintendent
Lisa Deaton, Clerk/Treasurer

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 South Lyon High School Homecoming Parade on September 27, 2013 between 4:00 p.m. and 5:00 p.m. and the related street closures:

N. Mill Street from Lake St. to Kestrel Ridge, Kestrel Ridge from N. Mill Street to Eagle Heights, Eagle Heights from Kestrel Ridge to Eleven Mile Rd., Eleven Mile Rd. from Martindale to Pontiac Trail.

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

VOTE:

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

Lisa Deaton
City Clerk/Treasurer

AGENDA NOTE

New Business: Item #3

MEETING DATE: July 22, 2013

PERSON PLACING ITEM ON AGENDA: Engineer

AGENDA TOPIC: Update on the Lake Street Road Project

EXPLANATION OF TOPIC: Jesse VanDeCreek from HRC will be here to give the City Council an update on the Lake Street Road Project.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Cost estimate of the project with the funding breakdown.

POSSIBLE COURSES OF ACTION: None needed

RECOMMENDATION: N/A

SUGGESTED MOTION: N/A

AGENDA NOTE

New Business: Item #4

MEETING DATE: July 22, 2013

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Police/Fire Parking Lot Project

EXPLANATION OF TOPIC: As you may recall the City budgeted for the re-pavement of the Police/Fire parking lot. The Engineer's estimate for this project is \$158,450.00. The design portion is \$32,220.00. The money is budgeted in the Capital Improvement Fund.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Cost estimate from HRC for the design and construction of the parking lot and aerial view of the lot.

POSSIBLE COURSES OF ACTION: Approve/deny the design services in the amount of \$32,220.00 for the Police/Fire parking lot.

RECOMMENDATION: Approve the design services from HRC in the amount of \$32,220.00 for the Police/Fire parking lot.

SUGGESTED MOTION: Motion by _____, supported by _____ to approve the design services from HRC in the amount \$32,220.00 for the Police/Fire parking lot.



HUBBELL, ROTH & CLARK, INC
Consulting Engineers

Principals
George E. Hubbell
Thomas E. Biehl
Walter H. Alix
Peter T. Roth
Michael D. Waring
Keith D. McCormack
Nancy M.D. Faught
Daniel W. Mitchell

Senior Associates
Gary J. Tressel
Kenneth A. Melchior
Randal L. Ford
David P. Wilcox
Timothy H. Sullivan

Associates
Jonathan E. Booth
Michael C. MacDonald
Marvin A. Olane
William R. Davis
Jesse B. VanDeCreek
Robert F. DeFrain
Marshall J. Grazioli
Thomas D. LaCross
Dennis J. Benoit
James F. Burton
Jane M. Graham
Donna M. Martin
Charles E. Hart

July 11, 2013

City of South Lyon
335 South Warren
South Lyon, MI 48178

Attention: Mr. David M. Murphy, City Manager

Re: **Fire & Police Parking Lot Rehabilitation**
Proposal for Professional Engineering Services

HRC Job No. 20120847.01

Dear Mr. Murphy:

Hubbell, Roth & Clark, Inc. met with the representatives of the City of South Lyon Fire and Police Departments to review the limits of the proposed Fire & Police Parking Lot Rehabilitation project. We understand that the City wishes to upgrade the existing pavement cross-section, improve traffic flow, increase parking and address drainage improvements as necessary per the City per South Lyon Standard Engineering Specifications. A preliminary schematic of the improved parking lot configuration is attached. Up to nine (9) additional parking spaces may be accommodated with the reconfiguration, thereby increasing the total available parking at the site from 24 existing spaces up to 33.

We have prepared a preliminary construction cost and total project cost estimate that includes the following major items of work:

1. Pulverize and reshape the existing bituminous pavement cross-section.
2. Overlay the pulverized section with a bituminous pavement section that meets the South Lyon Standard Engineering Specifications Standards.
3. Stripe the new bituminous pavement and add signage to delineate the new traffic flow patterns and parking space layout.
4. Add storm sewer improvements to address areas of insufficient drainage collection.
5. In order to address areas of failing sub base conditions a cost has been budgeted for the removal and replacement of a portion of the existing sub base section with undercutting. Final quantities will be calculated during the design phase.

Based upon our preliminary project cost estimates, the following Table 1 is a summary that reflects the preliminary apportionment of costs that will be incurred to each of the City budgets for streets, water and sewer improvements, respectively.

Y:\201208\20120847\06_Corrs\Proposal\01Proposal.docx

50 Cherry Street
Mt. Clemens, Michigan 48043
Telephone 586 569 5000 Fax 586 569 0119
www.hrc-engr.com

Engineering. Environment. Excellence.

Table 1:

	Streets	Water	Sewer
Apportioned Construction Cost =	\$114,730.00	\$0	\$0
Construction Cost Percentages =	100.00%	0%	0%
Apportioned Contingency Fees =	\$11,500.00	\$0	\$0
Apportioned Engineering Fees =	\$32,220.00	\$0	\$0
Total Apportioned Costs =	\$158,450.00	\$0	\$0

Attached herewith, please find the itemized preliminary apportionment and project cost estimates for construction of the improvements as illustrated herein.

Our fees for this project would be based on providing preliminary engineering, design, bidding and construction engineering services, as well construction observation. A staff hour projection and rate table is attached. Our tasks can be summarized as follows:

- Develop preliminary engineering evaluation of the most cost-effective method of construction.
- Collect field data of the existing street, sewer, water main, sidewalk, and adjacent topographic information necessary to prepare construction drawings.
- Prepare construction drawings and specifications.
- Prepare a final estimate of construction cost for the Owner's review.
- Prepare applications for necessary Oakland County Soil Erosion Control permit.
- Prepare applications for necessary Road Commission for Oakland County permit.
- Distribute plans for bidding, review bids, and make recommendation of award to the City.
- Provide field layout including street grade stakes and cut sheets.
- Provide construction engineering services including review of contractor pay estimate requests, change orders, interpreting the construction documents for the contractor, and keeping the City informed of the progress of the work.
- Provide materials testing services for quality control including compaction testing for road subbase and subgrade, utility bedding, bituminous density and extraction testing and reports, concrete curb and gutter compressive strength and mix design verification.
- Provide a field observer to observe the construction of the work and to report to the City on the progress of the work.

Fees for these services would be as follows:

<u>Item</u>		<u>Cost</u>
Preliminary Engineering	\$	2,000.00
Topographic Survey	\$	3,910.00
Design Services	\$	9,860.00
Quality Control	\$	1,890.00
Resident Representative	\$	6,750.00
Construction Engineering	\$	3,920.00
Construction Layout	\$	3,890.00
Total	\$	32,220.00

The cost for Resident Representation is based on an estimated 10 days for a construction observer to be on the site. We will include in the construction bid an item for "Field Observation Crew Days." This item will make the contractor subject to additional resident representative costs incurred due to delays caused by the contractor. The fees for as-built construction drawings are not included since the scope of this project is currently limited to roadway surface improvements.

Fees will be invoiced monthly and based on our contract with the city. The total fee for the design and construction engineering services as described herein is \$32,220 and will not exceed that amount without your prior authorization.

If this proposal is deemed acceptable to the City, please sign and return one copy to this office and retain one for your files. Thank you for the opportunity to serve the City on this project.

If you have any questions or require any additional information, please feel free to contact our office at (586) 569-5000.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Jesse B. VanDeCreek, P.E.
Associate

TJK/
pc: City of South Lyon, Bob Martin
HRC; K. McCormack, M. Darga, File

Accepted By:
CITY OF SOUTH LYON

Signature: _____

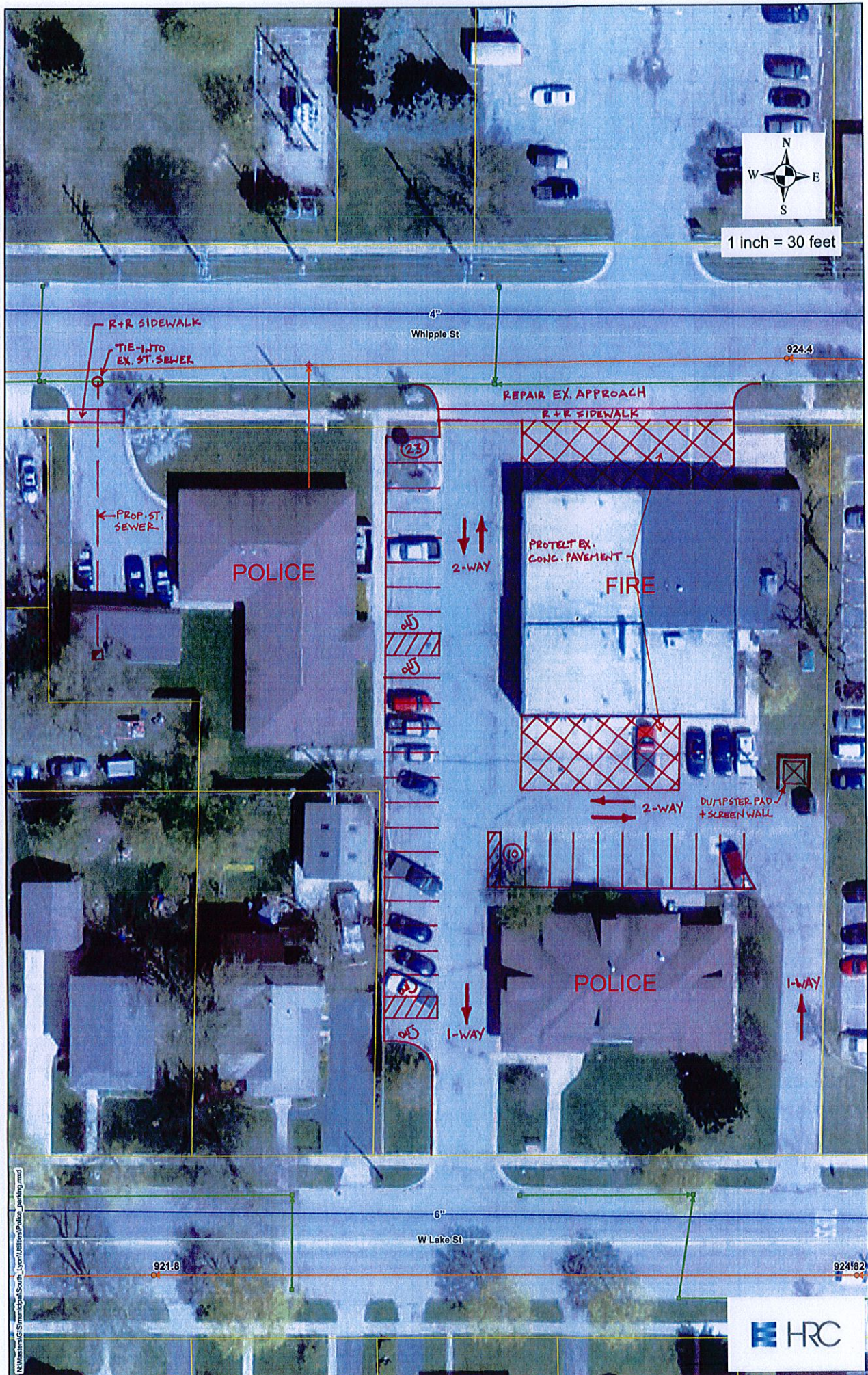
Written Name: _____

Title: _____

Dated: _____



1 inch = 30 feet



N:\MapData\GIS\MapData\South_Lyon\Utility\Police_paving.mxd

HRC

**FIRE/POLICE STATION PARKING LOT REHABILITATION
ENGINEER'S ESTIMATE
HRC NO. 20120847**

<u>Item:</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Cost</u>
1. Pulverize & Shape Existing Bit. Pvmt.	2500	syd	@ \$ 4.00 =	\$ 10,000.00
2. Earth Excavation (dumpster pad)	4	cyd	@ \$ 100.00 =	\$ 400.00
3. Remove Concrete Sidewalk	800	sft	@ \$ 3.00 =	\$ 2,400.00
4. MDOT R-44-E, Detail 7 Joint Repair	30	ft	@ \$ 20.00 =	\$ 600.00
5. MDOT R-44-E, Detail 8 Joint Repair	30	ft	@ \$ 30.00 =	\$ 900.00
6. Undercut with 1" x 3" Crushed Stone (as needed)	200	ton	@ \$ 35.00 =	\$ 7,000.00
7. 4'x4' Woven Geotextile Fabric, used w/ Undercut where & if needed	610	syd	@ \$ 6.00 =	\$ 3,660.00
8. 1.5" Bituminous, 1300T, Wearing	210	ton	@ \$ 85.00 =	\$ 17,850.00
9. 1.5" Bituminous, 1300L, Leveling	210	ton	@ \$ 85.00 =	\$ 17,850.00
10. 4" Concrete Sidewalk	160	sft	@ \$ 7.00 =	\$ 1,120.00
11. 6" Concrete Sidewalk	640	sft	@ \$ 12.00 =	\$ 7,680.00
12. 21AA Aggregate Base	150	ton	@ \$ 25.00 =	\$ 3,750.00
13. Parking Blocks	32	ea	@ \$ 60.00 =	\$ 1,920.00
14. 12" Storm Sewer, RCP	80	ft	@ \$ 40.00 =	\$ 3,200.00
15. 4' Diameter Manhole (tap exist. sewer)	1	ea	@ \$ 3,000.00 =	\$ 3,000.00
16. 2' Diameter Inlet	1	ea	@ \$ 1,000.00 =	\$ 1,000.00
17. Dumpster Screen Wall	1	L.S.	@ \$15,000.00 =	\$ 15,000.00
18. Parking Lot Striping & Signage	1	L.S.	@ \$ 5,000.00 =	\$ 5,000.00
19. Soil Erosion Control	1	L.S.	@ \$ 1,000.00 =	\$ 1,000.00
20. Mobilization	1	L.S.	@ \$ 5,000.00 =	\$ 5,000.00
21. Maintaining Traffic	1	L.S.	@ \$ 1,500.00 =	\$ 1,500.00
22. Audio/Video Route Survey	1	L.S.	@ \$ 1,000.00 =	\$ 1,000.00
23. Field Observation "Crew Days"	10	Days	@ \$ 390.00 =	\$ 3,900.00

Subtotal Construction Cost = \$ **114,730.00**

Estimated Contingencies (10%) = \$ **11,500.00**

Estimated Engineering/Administration Fee (25%) = \$ **32,220.00**

Subtotal Estimated Project Cost: = \$ **158,450.00**

1. Sidewalk removals and replacement (R & R) quantities are for the walks along Whipple and Ten Mile Road. The entire walk along Whipple is estimated to be removed. Approximately 1/2 of the Ten Mile walk is estimated for R & R.
2. In order to improve the drainage in the Police Station parking bay a quantity for storm sewer improvements has been added to the estimate. The proposed storm sewer system would connect into the existing sewer in Whipple.
3. The dumpster screen wall is a 6' tall 3-sided split face block screen wall with gate to enclose the trash receptacle. The receptacle will be located adjacent to the parking at the Fire Station in the existing grassed area.
4. The parking lot striping and signage covers all the new parking space striping, ADA symbols and hatching, directional traffic arrows and warning signage per MMUTCD to designate the 1-way and 2-way areas.
5. The proposed MDOT joint repairs are for the existing concrete approach at the Fire Station. There are several deteriorated joints which need repair.

**STAFF HOUR PROJECTIONS
CITY OF SOUTH LYON
FIRE & POLICE PARKING LOT REHABILITATION**

PHASE & TASK		STAFF HOURS BY LABOR CATEGORY						TOTAL ESTIMATED FEES
		PRINCIPAL \$0.00	ASSOCIATE AND PM		ENGINEER \$101.32	TECHNICIAN \$89.21	CLERICAL \$65.00	
1	PRELIMINARY ENGINEERING 1. Scope development 2. Site inventory and condition assessment 3. Schematic drawings 4. Preliminary estimate of construction cost	1	1 1 1	1 1 4 4			3 2 8 9	\$ 220 \$ 220 \$ 710 \$ 840
	SUBTOTALS	1	3	10	4	4	22	\$ 2,000
2	TOPOGRAPHIC SURVEY 1. Establish site vertical control datum 2. Collect surface grade and feature topography 3. Data processing and site plan creation		1 1 2	8 8 8		1 2 4	10 11 20	\$ 1,000 \$ 1,060 \$ 1,850
	SUBTOTALS	0	4	24	6	7	41	\$ 3,910
3	DESIGN SERVICES 1. Prepare project plans and specifications 2. Redesign parking lot circulation and spaces 3. Obtain regulatory permits from RCOC and OCWRC 4. Distribute plans, advertise, bid review & recommendation	1	2 1 1 2	24 4 8 12	30 4 8	2 2 4	59 5 15 26	\$ 5,480 \$ 530 \$ 1,420 \$ 2,430
	SUBTOTALS	1	6	48	42	8	105	\$ 9,860
4	QUALITY CONTROL 1. Materials testing			2	16	4	22	\$ 1,890
	SUBTOTALS	0	0	2	16	4	22	\$ 1,890
5	RESIDENT REPRESENTATIVE 1. Field Observation Staff		4	24	40	4	72	\$ 6,750
	SUBTOTALS	0	4	24	40	4	72	\$ 6,750
6	CONSTRUCTION ENGINEERING 1. Construction contract administration 2. Process partial applications for payment 3. Contract interpretation and change order development 4. Project management and progress documentation	1	4 1 2 2	16 4 2 2		1 1 2 2	22 6 6 6	\$ 2,170 \$ 590 \$ 580 \$ 580
	SUBTOTALS	1	9	24	0	6	40	\$ 3,920
7	CONSTRUCTION LAYOUT 1. Set grade stakes and develop cut sheets 2. New parking lot striping layout 3. Storm sewer grade and elevation	1	1 1 2	8 8 8	2 4 2	2 2	14 13 14	\$ 1,240 \$ 1,290 \$ 1,360
	SUBTOTALS	1	4	24	8	4	41	\$ 3,890
TOTALS		3	21	132	116	31	303	\$32,220



AGENDA NOTE

New Business: Item #5

MEETING DATE: July 22, 2013

PERSON PLACING ITEM ON AGENDA: Manager

AGENDA TOPIC: Agreement with the South Lyon Community Schools for the Senior Citizen Programs

EXPLANATION OF TOPIC: The agreement with the South Lyon Community Schools for the Senior Citizen Program has been an ongoing commitment by the City for many years. The City's financial contribution is of \$43,202 and is paid in two equal installments on July 1, 2013 and January 1, 2014. The Townships of Green Oak and Lyon also contribute based on the percentage of per capita membership, averaged over the five preceding years.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Agreement between the City of South Lyon and the South Lyon Community Schools.

POSSIBLE COURSES OF ACTION: Approve/ do not approve the agreement with the South Lyon Community Schools for Senior Citizen Programs for the period July 1, 2013 through June 30, 2014 and contribution of \$43,202

RECOMMENDATION: Approve the agreement with the South Lyon Community Schools for Senior Citizen Programs and contribution of \$43,202

SUGGESTED MOTION: Moved by, _____ seconded by, _____ to approve the agreement with the South Lyon Community Schools for the Senior Citizen Programs and contribution of \$43,202

CITY OF SOUTH LYON AGREEMENT - SENIOR CITIZEN PROGRAM

This agreement made _____, by and between the South Lyon Community Schools, whose address is 345 S. Warren Street, South Lyon, Michigan, 48178, herein called "Schools" and the City of South Lyon, whose address is 335 S. Warren Street, South Lyon, Michigan, 48178, herein, called the "City".

WHEREAS, the City does not have or operate a full time senior citizen department, of full time employees to perform such services as needed to assist in senior citizen programs for the residents of the city, and

WHEREAS, Schools offer such programs and are willing to make the same available to all citizens of the City of South Lyon, and

WHEREAS, the parties have agreed to enter into an agreement whereby the Schools will provide said services for the citizens of the City of South Lyon.

NOW THEREFORE, the Schools and the City agree as follows:

- 1. The city shall contribute the sum of \$43,202.00 to the School district for senior citizen programs and services for the fiscal year July 1, 2013 through June 30, 2014 and said sum shall be paid to the school district in two (2) equal installments on July 1, 2013 and January 1, 2014.*
- 2. Municipal contributions will be based on each participating municipality's percentage of per capita membership, averaged over the five preceding years. Per Capita membership will be defined as an on-site annual registration by an eligible senior citizen. For purposes of the calculation, the 2004-05 membership numbers will not be used and the current year numbers will be based on the membership counts on or about December 31, for the 2012-2013 budget year, the calculation is as follows:*

2013-14 Contributions

City of South Lyon	\$43,202
Green Oak Township	\$19,540
Lyon Township	\$16,509
Total	\$79,251

- 3. The Schools shall provide senior citizen programs and services for the term of this agreement to all City residents.*
- 4. The Schools shall promote senior citizen programs through the public mail at least three (3) times during the term of this agreement and set forth in said mailings the programs and services to be offered and the fees to be charged therefore.*

5. *The Schools shall provide to the city not less than twice per year enrollment and/or use reports indicating the level of use of said services and programs by the residents of the City.*
6. *The Schools shall provide to the City documentation satisfactory to the City Attorney demonstrating that the Schools have obtained comprehensive general liability insurance to cover senior citizen programs in an amount and form necessary to assure that the City shall be held harmless from any claims for personal injury or program liability arising out of activities offered by and supervised by the Schools.*
7. *The sum of \$43,202.00 is allocated for each city resident to receive a one-year free membership, which would avail them of the following free services.*

*Medicare Counseling
Legal Counseling
Tax-Aide Counseling
Monthly Blood Pressure Checks
Monthly Random Blood Sugar Screenings
Consultations with the Oakland County Health Nurse
Information and Referral Service
Support Groups
Travel Discounts on Day and Extended Tours
Workshops
Special Mailings*

Members will receive one year free subscription to the center's newsletter, which is the publication of the center and is published every two months. The newsletter will be mailed directly to their homes every month.

City residents will participate free in the following programs where a fee is normally charged:

*Financial Workshops
Health Screenings
Health Related Workshops
Educational Classes
Topical Workshops*

Any remaining monies will be appropriated specially for recreational and administrative purposes for the Senior Center.

8. *The parties further agree that proposals for renewal of this agreement shall be made on or before June 1, 2013, and proposals submitted before the School Board and the City Council of the City of South Lyon prior to said date.*

9. *In the event the senior citizen program is terminated, the district will be billed back by the City on a prorated basis.*

EXECUTED between the parties on the dates indicated below.

CITY OF SOUTH LYON

BY: _____ DATE _____
TEDD WALLACE, Mayor

BY: _____ DATE _____
LISA DEATON, Clerk

SOUTH LYON COMMUNITY SCHOOLS

BY: William Pearson DATE 2/1/13
DR. WILLIAM PEARSON, Superintendent

BY: James Graham DATE 2/1/13
JAMES GRAHAM, Asst. Supt. Business & Finance

AGENDA NOTE

New Business: Item #6

MEETING DATE: July 15, 2013

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Donation Acceptance

EXPLANATION OF TOPIC: Shirley Karfis would like to donate \$15.00 to the City to go towards children's programs. If accepted, I thought we could put it towards the money we send to the South Lyon Area Reaction Authority.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: N/A

POSSIBLE COURSES OF ACTION: Accept/do not accept donation.

RECOMMENDATION: Accept Donation

SUGGESTED MOTION: Motion by _____, supported by _____ to accept the \$15.00 donation from Ms. Shirley Karfis, and to thank her for her generosity.

07/22/13

AGENDA NOTE

New Business: Item #7

MEETING DATE: July 22, 2013

PERSON PLACING ITEM ON AGENDA: Police Chief

AGENDA TOPIC: Sale of Police Department Firearms

EXPLANATION OF TOPIC: Police Department administration would like to dispose of sixteen (16) firearms that are no longer utilized by the department. Many of the weapons have been in storage for twenty years or more. The City Attorney expressed no concerns with selling/trading the weapons to a federally licensed firearms dealer. The weapons were evaluated by two reputable firearms dealers, with a high offer of \$3,100 from Gander Mountain. Council authorization is needed to trade-in the weapons for equipment and/or ammunition.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Memo from Lt. Sovik with offers from licensed dealers; firearms inventory

POSSIBLE COURSES OF ACTION: Approve/do not approve trading-in the firearms to Gander Mountain.

RECOMMENDATION: Approve the trade-in.

SUGGESTED MOTION: Motion by _____, supported by _____ to approve the trade-in of sixteen (16) unneeded Police Department firearms to Gander Mountain for \$3,100 to be utilized for equipment and/or ammunition.

07/22/13

AGENDA NOTE

New Business: Item #8

MEETING DATE: July 22, 2013

PERSON PLACING ITEM ON AGENDA: Manager

AGENDA TOPIC: Manager's Performance Review

EXPLANATION OF TOPIC: The last time the Manager had a performance review was July 23, 2012. I have now received all of the evaluations back and have included them in your agenda packet.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Copy of all of the evaluations, an average of all Council Members evaluation and the Manager's self-evaluation.

POSSIBLE COURSES OF ACTION: N/A.

RECOMMENDATION: N/A.

SUGGESTED MOTION: N/A

SOUTH LYON POLICE DEPARTMENT MEMORANDUM

Subject: Trading in Department Weapons

To: Chief Collins

From: Lt. Chris Sovik

Date: July 1, 2013

Chief,

Attached are two quotes we received from two vendors that are willing to trade equipment for equipment:

**Michigan Police Equipment \$2015
6521 Lansing Road
Charlotte, MI 48813
(517) 322-0443**

**Gander Mountain \$3100
43825 West Oaks Drive
Novi, MI 48154
(248) 380-4000**

After receiving the quote from Gander Mountain, Sgt. Baker called and asked MPE if they would be willing to match the offer from Gander Mountain. The best they were willing to offer was \$2200.

During his conversation with Al from Gander Mountain, Sgt. Baker felt that Al would be willing to offer more than his original quote of \$2920. Sgt. Baker called Al and discussed the offer. Al was willing to increase his offer to \$3100 which is attached.

Also attached is the list of department firearms.

I firmly believe that Sgt. Baker's knowledge of these weapons, as well as the time he took to clean all sixteen weapons was instrumental in receiving the highest value for these weapons. It was his initiative that prompted this action.

I propose that we move forward and come to an agreement with Gander Mountain pending City Council Approval.

To Sgt Baker, South Lyon PD

GANDER MOUNTAIN #167
43825 WEST OAKS DR
NOVI MI 48377

Gander Mountain #167 will give you \$3100 for the purchase of 13 hand guns, and 3 shotguns. We will give you this in the form of a Store Credit.



Alan Frisk

GM#167

248-380-4000

43825 West Oaks

Novi, MI 48154

MICHIGAN POLICE EQUIPMENT Co.

6521 Lansing Rd
Charlotte, MI 48813

Phone: (517) 322-0443 • (800) 422-0270 • Fax (517) 322-0491

QUOTATION

04389

★ Call back 7-1-13
Mark 1513
stated they will not
match will go
2200.00

QUOTE TO

South Lyon Police
219 Whipple
South Lyon, mi

48178

DATE	QUOTATION EXPIRES ON	TERMS	DELIVERY	
7-1-13	90 days	credit		
QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT	
3	Win 1200, 12 ga	80.00	240.00	
3	Colt Trooper MK III	150.00	450.00	
1	Colt 357 nickel	125.00	125.00	
4	S&W 36	125.00	500.00	
1	S&W 10-5	150.00	150.00	
2	S&W 60	150.00	300.00	
1	S&W Mod 19, defective barrel	100.00	100.00	
1	Colt Python cylinder stop broken, gouges in barrel RT side, mismatch grip	150.00	150.00	
		FREIGHT		
SPECIAL INSTRUCTIONS		TOTAL	2015.00	

Thank You

Mr. Parks

Mark O'Connell

Manufacture	Model	Caliber	Serial #	Finish
Colt	Trooper Mark 3	357	20325J	Blued
Colt	Trooper Mark 3	357 magnum	12645L	Stainless
Colt	Trooper Mark 3	357	J57401	Blued
Colt	Python	357	E6628	Blued (BROKEN)
Smith & Wesson	10-5	38	C942396	Blued
Colt		357	28107	Stainless
Smith & Wesson	36	38	J327411	Stainless
Smith & Wesson	60	38	AFD3831	Stainless
Smith & Wesson	60	38	ALA8219	Stainless
Smith & Wesson	36	38	752300	Blued
Smith & Wesson	36	38	J123839	Blued
Smith & Wesson	36	38	8J53	Blued
Smith & Wesson	19	357	169K118	Blued (IN PIECES)
Winchester	1200 Riot	12ga	430548	Blued
Winchester	1200 Riot	12ga	L1155601	Blued
Winchester	1200 Riot	12ga	430011	Blued

AGENDA NOTE

New Business: Item #8

MEETING DATE: July 22, 2013

PERSON PLACING ITEM ON AGENDA: Manager

AGENDA TOPIC: Manager's Performance Review

EXPLANATION OF TOPIC: The last time the Manager had a performance review was July 23, 1012. I have now received all of the evaluations back and have included them in your agenda packet.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Copy of all of the evaluations, an average of all Council Members evaluation and the Manager's self-evaluation.

POSSIBLE COURSES OF ACTION: N/A.

RECOMMENDATION: N/A.

SUGGESTED MOTION: N/A