

**Regular City Council Meeting
September 9, 2013
Agenda**

**7:30 p.m. Call to Order
Pledge of Allegiance
Roll Call
Minutes – August 26, 2013
Monthly Bills
Approval of Agenda
Public Comment:**

I. Old Business

1. None

II. New Business

1. Pumpkinfest 2013
2. Pumpkinfest Parade
3. Farmer's Market
4. Knolls of South Lyon
5. DDA Appointment Conformation
6. Winter Parking

III. Manager's Report

IV. Council Comments

V. Adjournment

The City of South Lyon
Regular City Council Meeting
August 26, 2013

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: Kivell, Kopkowski, Rzyzi, Wedell, Kramer and Dixon
Also Present: City Manager Murphy, Department Head Martin, Chief Collins,
Chief Kennedy, Attorney Wilhelm and Clerk/Treasurer Deaton

AGENDA

City Manager Murphy stated he would like to add a closed session under 8h of the open meetings act to discuss privileged written correspondence from the City Attorney. He further stated he would like to add it as IVa.

CM 8-1-13 MOTION TO APPROVE AGENDA

Motion by Kivell, supported by Wedell
Motion to approve agenda as amended

VOTE: MOTION CARRIED UNANIMOUSLY

MINUTES

Councilman Kramer stated at the last meeting he asked Department Head Martin to look into different Company's products and prices for comparisons for the blowers and the mounts for the Wastewater Treatment Plant, and he would like that added to the minutes.

Councilman Kivell stated the correct spelling of the vendor of the blowers on page 6 is Atlas Copco.

CM 8-2-13 MOTION TO APPROVE MINUTES

Motion by Kramer, supported by Dixon
Motion to approve minutes as amended

VOTE: MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT- None

OLD BUSINESS

8/26/13

1. Second Reading- Adoption of Michigan Motor Carrier Safety Act

City Attorney Wilhelm stated there have been no changes since the first reading. He further stated it is very complex and it is understandable that our police officers will need more training regarding enforcement. Attorney Wilhelm stated if anyone is interested there is a federal transportation authority website that has videos on the different ways to identify and pull vehicles over safely, and it is a very involved act.

CM 8-3-13 MOTION TO APPROVE THE SECOND READING ADOPTION OF MICHIGAN MOTOR CARRIER SAFETY ACT

Motion by Kivell, supported by Wedell

Motion to approve the Second Reading of Ordinance No. 2013-8 to amend the city Code of Ordinances, Chapter 90, Article II to add Section 90-39 adopting the Michigan Motor Carrier Safety Act, as amended in its entirety.

VOTE: MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

1. S A W Grant Discussion

Keith McCormick of Hubble Roth and Clark stated this is a new grant and loan program by the State of Michigan. The State is using the money from the 2002 water quality bond, because most of it has not been spent, so in the effort to infuse money into the economy the State put together this fund. It is called the Storm Water Asset Management and Waste Water Program. It is designed for communities to look into their water treatment plants, sewers and storm water facilities and see what future requirements are needed to maintain those assets. The emphasis of this plan is the Asset Management Plan because in the future, this part of the program will be mandated by the State in the future. Mr. McCormick stated the only caveat is it may require you to raise rates if the plan shows it will be necessary in the future. He further stated this grant is on a first come first serve basis, and the final forms will be available in October, and must be turned in by December 2nd 2013. Mr. McCormick stated there is 97 million available for this year. Councilman Kramer stated if we get the grant to assess the current storm or waste water program and we find some problems, will the issues have to be fixed within the 3 years? Mr. McCormick stated that you don't have to commit to doing anything right away. Councilman Kramer stated if we take the grants, is it required that the City have an Asset Management program. Mr. McCormick stated that is one of the programs, but you don't have to have one. Councilman Kramer asked when the wastewater permit is renewed. Department Head Martin stated the renewal of the wastewater permit is renewed in October and the duration is 5 years, and the cost was \$1,500.00 He further stated one of the things the DEQ will look at is if we have an asset management plan. Mr. McCormick stated to do the full program it would probably cost the City between \$100,000 and \$200,000.

8/26/13

Mr. McCormick stated there is another side of this that Council needs to think about. He further stated right now Public Act 222 protects the City from liability, but if problems are found when drains are videotaped it opens the City up to liability. Councilman Kivell asked if they would the City to demonstrate proactive and responsible assessment, would we have to pay consultants to do the same thing, or would it have to be validated by a firm? Mr. McCormick stated the State is developing templates for cities to use to calculate the future asset management needs. He further stated the program is very flexible. Councilman Kramer stated he would like to the City to exhaust all of its efforts before we start using an engineering firm. City Manager Murphy stated we definitely need the asset management program and it will be mandated in the future. Councilman Kramer stated once we take the money, we are on the hook for evaluating our sewer rates and start funding for things we aren't prepared to fund. City Manager Murphy stated it is better to know now than later if there are problems. He further stated we have some information from the DWRF project and we have already found some problems and we need to be proactive. Councilman Kramer stated the three year time limit is his concern and having to raise sewer rates to pay for any problems found. He further stated he would like to know about any problems the DWRF may have found. Department Head Martin stated regardless if we do get the grant or not, we will still have to do the Asset Management Plan. Mr. McCormick stated the programs are very flexible and worthwhile. Councilman Kivell stated we already have a good idea of where some of the problems are.

MANAGERS REPORT

City Manager Murphy stated Pumpkinfest application will be on the next meeting. He further stated we need to set up a workshop meeting regarding MERS. He said it will be a lot of learning on Councils part. City Attorney Wilhelm stated this may be a 3-4 meeting process for Council to make decisions based on the information given to them. Discussion was held regarding the time and dates Council is available for study workshops. It was the consensus of Council to meet on Tuesday September 4, 2013 at 7:00 p.m. City Manager Murphy stated he would like Council to discuss the snow ordinance at the next meeting; the signs need to be replaced, so we need to decide if it will be changed before we order the new signs. Our Department of Public Works is shorthanded, and if it looks like things aren't getting done, that is the reason, and they are trying to keep up the best they can.

Councilman Kivell stated it was a great night for the movie in the park, and he is very impressed with the quality of the projection. He further stated we are not promoting the movies as much as we could be. He further stated maybe we could get in touch with the Library and the Chamber, or maybe the Townships.

Mayor Wallace stated Depot Day is coming up a week from Saturday, as well as the 120th anniversary of our Fire Department. Chief Kennedy stated there will be many elected officials from the state level will be there. He further stated he has been working with the Historical Commission and they have a lot of old fire equipment. Mayor Wallace stated that is Saturday September 7th from 10-4:00. He further stated the first football game is the Thursday before the Labor Day weekend. He said South Lyon will have 3 home games in a row.

MOTION TO ENTER INTO CLOSED SESSION

CM 8-4-13 TO ENTER INTO CLOSED SESSION

Motion by Kivell, supported by Kopkowski

Motion to enter into closed session in accordance to Section 8(h) of the OMA to discuss written correspondence from the City Attorney at 8:25 p.m.

ROLL CALL VOTE

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

Motion by Kivell, supported by Kopkowski

Motion to adjourn the council meeting at 9:30 p.m.

VOTE:

MOTION CARRIED UNANIMOUSLY

Tedd Wallace Mayor

Lisa Deaton Clerk/Treasurer

July 2013 Payroll Report

Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Administration								
Badarak, A.	17.6900	160.00		\$ 2,830.40	\$ -	\$ 156.00	\$ 2,986.40	COLA
Deaton, L.				\$ 4,538.48		\$ 156.60	\$ 4,695.08	COLA
Lundy, P.	10.0000	76.00		\$ 760.00	\$ -		\$ 760.00	
Mosier, L.				\$ 4,222.88		\$ 156.00	\$ 4,378.88	COLA
Murphy, D.				\$ 6,952.26		\$ 156.00	\$ 7,108.26	COLA
Nelson, M.	12.5000	86.00		\$ 1,075.00			\$ 1,075.00	
Nogle, D.				\$ 2,692.32		\$ 156.00	\$ 2,848.32	COLA
Parzuchowski, S.	15.8100	160.00		\$ 2,529.60		\$ 48.00	\$ 2,577.60	COLA
Schulz, P.	17.0000	48.00		\$ 816.00			\$ 816.00	
TOTAL: Administration		530.00	0.00	\$ 26,416.94	\$ -	\$ 828.60	\$ 27,245.54	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Cemetery								
Brannun, L.	10.9400	75.00		\$ 820.50			\$ 820.50	
Jedinak, J.	10.9400	46.00		\$ 503.24			\$ 503.24	
Kimberly, B.	10.9400	55.00		\$ 601.70			\$ 601.70	
McLean, W.	10.9400	67.00		\$ 732.98			\$ 732.98	
Wedesky, J. W.	10.9400	70.00		\$ 765.80			\$ 765.80	
Williamson, N.	11.6300	75.00		\$ 872.25			\$ 872.25	
TOTAL: Cemetery		388.00	0.00	\$ 4,296.47	\$ -	\$ -	\$ 4,296.47	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Police								
Baaki, D.	33.0295	160.00	16.00	\$ 5,284.72	\$ 802.39	\$ 972.50	\$ 7,059.61	Longevity & COLA
Baker, A.	30.7398	160.00		\$ 4,918.37	\$ -	\$ 160.80	\$ 5,079.17	COLA
Baker, J.	33.0295	168.00		\$ 5,548.96	\$ -	\$ 957.05	\$ 6,506.01	Longevity & COLA
Barbour, R.	30.7398	168.00	9.00	\$ 5,164.29	\$ 418.88	\$ 169.05	\$ 5,752.22	COLA
Brooks, T.	30.7398	160.00	16.00	\$ 4,918.37	\$ 745.83	\$ 167.70	\$ 5,831.90	COLA
Collins, L.				\$ 6,717.48		\$ 156.00	\$ 6,873.48	COLA
Dowdell, E.	10.0000	102.50		\$ 1,025.00			\$ 1,025.00	
Faught, C.	33.0295	160.00	12.00	\$ 5,284.72	\$ 600.59	\$ 173.85	\$ 6,059.16	COLA
Forgacs, M.	15.8900			\$ -			\$ -	
Hoydic, S.	33.0295	168.00	4.00	\$ 5,548.96	\$ 200.20	\$ 165.30	\$ 5,914.45	COLA
Krettlin, F.	15.8900			\$ -			\$ -	
Laraway, P.	15.8900			\$ -			\$ -	
Raap, T.	30.7398	168.00	5.00	\$ 5,164.29	\$ 232.71	\$ 157.80	\$ 5,554.80	COLA
Regentik, C.	17.6900	160.00		\$ 2,830.40		\$ 156.00	\$ 2,986.40	COLA
Sederland, C.	30.7398	168.00		\$ 5,164.29	\$ -	\$ 173.25	\$ 5,337.54	COLA
Sovik, C.	35.1817	160.00	18.50	\$ 5,629.07	\$ 986.97	\$ 172.05	\$ 6,788.09	COLA
Sroufe, T.	30.7398	168.00		\$ 5,164.29	\$ -	\$ 155.55	\$ 5,319.84	COLA
Stevens, T.	30.7398	160.00	12.00	\$ 4,918.37	\$ 556.78	\$ 165.00	\$ 5,640.14	COLA
Tomanek, J.	30.7398	160.00	23.00	\$ 4,918.37	\$ 1,072.13	\$ 161.40	\$ 6,151.90	COLA
Walton, T.	30.7398	160.00	1.00	\$ 4,918.37	\$ 46.54	\$ 164.55	\$ 5,129.47	COLA
Wilcox, W.	11.3300	27.50		\$ 311.58			\$ 311.58	
Wilcox, W.	15.8900			\$ -			\$ -	
Wittrock, M.	30.7398	168.00	14.00	\$ 5,164.29	\$ 649.57	\$ 167.25	\$ 5,981.11	COLA
Total: Police		2746.00	130.50	\$ 88,594.15	\$ 6,312.58	\$ 4,395.10	\$ 99,301.84	

Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Fire								
Achatz, R.	10.0000	62.25		\$ 622.50		\$ 41.33	\$ 663.83	COLA
Armstrong, C.	16.0000	76.50		\$ 1,224.00		\$ 52.73	\$ 1,276.73	COLA
Bromley, E.	10.0000	71.25		\$ 712.50		\$ 27.15	\$ 739.65	COLA
Carlington, R.	14.0000	41.25		\$ 572.75		\$ 29.63	\$ 602.38	COLA
Demeniuk, C.	10.0000	7.25		\$ 72.50		\$ 23.40	\$ 95.90	COLA
Esper, T.	10.0000	50.00		\$ 500.00		\$ 24.60	\$ 524.60	COLA
Gearns-Hazlett, J.	15.0000	7.25		\$ 108.75		\$ 22.58	\$ 131.33	COLA
Gerhardt, T.	16.0000	17.25		\$ 276.00		\$ 22.05	\$ 298.05	COLA
Glenn, J.	13.0000	39.50		\$ 513.50		\$ 39.53	\$ 553.03	COLA
Hammon, D.	20.0000	33.00		\$ 660.00		\$ 50.25	\$ 710.25	COLA
Johnston, C.	18.0000	0.00						
Johnston, D.	15.0000	87.50		\$ 1,312.50		\$ 13.73	\$ 1,326.23	COLA
Kennedy, M.				\$ 2,076.92			\$ 2,076.92	
LaCroix, L.	10.0000	29.75		\$ 297.50			\$ 297.50	
Lynn, C.	14.0000	7.50		\$ 105.00		\$ 24.60	\$ 129.60	COLA
McGillen, T.	15.0000	5.25		\$ 78.75		\$ 24.45	\$ 103.20	COLA
Miller, M.	10.0000	19.50		\$ 195.00		\$ 4.37	\$ 199.37	COLA
Moynihan, B.	15.0000	74.25		\$ 1,113.75		\$ 55.95	\$ 1,169.70	COLA
Noechel, J.	18.0000	36.25		\$ 652.50		\$ 46.05	\$ 698.55	COLA
Shekell, J.	18.0000	64.75		\$ 1,165.50		\$ 39.23	\$ 1,204.73	COLA
Shippe, S.	13.0000	21.75		\$ 282.75		\$ 23.70	\$ 306.45	COLA
Stanisz, D.	13.0000	21.75		\$ 282.75		\$ 5.03	\$ 287.78	COLA
Ulrich, C.	15.0000	7.75		\$ 116.25		\$ 19.20	\$ 135.45	COLA
Vernier, V.	10.0000	67.00		\$ 670.00		\$ 26.93	\$ 696.93	COLA
Weir, M.	19.0000	56.50		\$ 1,073.50		\$ 61.73	\$ 1,135.23	COLA
Wilson, T.	16.0000	34.25		\$ 548.00		\$ 47.10	\$ 595.10	COLA
Womer, L.	13.0000	0.00				\$ 16.28	\$ 16.28	COLA
Total: Fire		939.25		\$ 15,233.17		\$ 741.60	\$ 15,974.77	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
D.P.W.								
Archey, Je.	22.3700	160.00	5.50	\$ 3,579.20	\$ 186.62	\$ 352.65	\$ 4,118.47	COLA, On call pay
Brock, R.	24.2800	160.00	8.00	\$ 3,968.96	\$ 296.00	\$ 207.60	\$ 4,472.56	COLA, On call pay
Buers, D.	22.7500	160.00		\$ 3,640.00		\$ 160.95	\$ 3,800.95	COLA
Cavitt, R.	20.7700	160.00		\$ 3,323.20		\$ 160.35	\$ 3,483.55	COLA
Jamison, M.	17.6900	160.00	2.00	\$ 2,830.40	\$ 53.82	\$ 157.80	\$ 3,042.02	COLA
Kaska, C.	20.7700	160.00	9.00	\$ 3,323.20	\$ 286.20	\$ 175.05	\$ 3,784.45	COLA
Moritz, M.	20.7700	160.00	9.50	\$ 3,323.20	\$ 299.44	\$ 161.70	\$ 3,784.34	COLA
Paver, V.	20.7700	160.00	15.50	\$ 3,323.20	\$ 488.72	\$ 328.95	\$ 4,140.87	COLA, On call pay
Plasecki, T.	16.1200	160.00	9.50	\$ 2,579.20	\$ 229.71	\$ 380.85	\$ 3,189.76	COLA, On call pay
Total: D.P.W.		1440.00	59.00	\$ 29,890.56	\$ 1,840.50	\$ 2,085.90	\$ 33,817.01	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
W. & W.W.								
Archey, Ju.	17.6900	160		\$ 2,830.40		\$ 156.00	\$ 2,986.40	COLA
Beason, R.	24.2200	160		\$ 3,875.20		\$ 368.40	\$ 4,243.60	On Call Pay, COLA
Bridson, D.	24.6200	160	11.00	\$ 3,939.20	\$ 414.15	\$ 376.45	\$ 4,729.80	On Call Pay, COLA
Ciaramitaro, J.	23.8200	160	1.00	\$ 3,811.20	\$ 36.09	\$ 392.60	\$ 4,239.89	On Call Pay, COLA
Gehring, D.	24.2200	160	6.00	\$ 3,875.20	\$ 217.98	\$ 368.25	\$ 4,460.07	On Call Pay, COLA
Kelly, M.	20.7700	160		\$ 3,323.20		\$ 156.00	\$ 3,479.20	COLA
Martin, R.				\$ 6,278.60		\$ 156.00	\$ 6,434.60	COLA
Miller, D.	27.7300	160		\$ 4,436.80		\$ 163.80	\$ 4,600.60	COLA
Popravsky, P.	19.6200	160		\$ 3,139.20		\$ 156.00	\$ 3,295.20	COLA
Randall, A.	25.3200	160		\$ 4,051.20		\$ 222.75	\$ 4,273.95	On Call Pay, COLA
Total: W. & W.W.		1440.00	18.00	\$ 39,560.20	\$ 668.22	\$ 2,516.25	\$ 42,743.31	
Grand Total		7,483.25	207.50	\$ 203,991.49	\$ 8,821.30	\$ 10,567.45	\$ 223,378.93	

Check Register Report

CHECKS WRITTEN SINCE 08/12/13

Date: 09/05/2013

Time: 8:44 am

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The City of South Lyon

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
61833	08/15/2013	Printed		3317	ADP, INC.	PAYROLL PROCESSING FEES	419.01
61834	08/15/2013	Printed		3602	BLUE CROSS BLUE SHIELD OF MICH	BCBS PREMIUM	33,715.08
61835	08/15/2013	Printed		5451	DAVE BOUTETTE	FARMERS MKT ENTERTAINMENT	50.00
61836	08/15/2013	Printed		3835	BRICCO EXCAVATING CO.,LLC	DWRF PAY #7	227,374.13
61837	08/15/2013	Printed		5264	BUSCH'S	SUPPLIES	3.58
61838	08/15/2013	Printed		3442	CMC TELECOM, INC.	PHONE BILL	1,567.50
61839	08/15/2013	Printed		0283	CORRIGAN OIL CO.	GAS & DIESEL JULY 2013	7,414.81
61840	08/15/2013	Printed		0381	CSX TRANSPORATION, INC.	ANNUAL CROSSING SIGNAL MAINT	3,685.36
61841	08/15/2013	Printed		0962	D&G NATURES WAY LAWN CARE	ANNUAL WEED SPRAY	60.00
61842	08/15/2013	Printed		5698	JAMES DAVIS	CONCERT IN THE PARK AUG 9TH	675.00
61843	08/15/2013	Printed		0584	DTE ENERGY	ELECTRIC BILL	1,182.78
61844	08/15/2013	Printed		3768	L-3 COMMUNICATIONS	VOICE LINK PLUS 2 DOCKING	289.00
61845	08/15/2013	Printed		3977	LANDMARC BLDG-DEV., INC	BUILDING BOND REFUND	500.00
61846	08/15/2013	Printed		6607	MICHIGAN GOVERNMENT FINANCE	2013/2014 MEMBERSHIP RENEWAL	105.00
61847	08/15/2013	Printed		5627	MARY NOVROCKI	MARKET MASTER, COFFEE	187.00
61848	08/15/2013	Printed		0462	PETER'S TRUE VALUE HARDWARE	MISC SUPPLIES	588.73
61849	08/15/2013	Printed		9065	PROVIDENCE OCCUPATIONAL	HEP B VACCINATION	62.00
61850	08/15/2013	Printed		4008	ROBERTSON SOUTH LYON LLC	BUILDING BOND REFUND	500.00
61851	08/15/2013	Printed		2781	STATE OF MICHIGAN	NOTARY FEE	10.00
61852	08/15/2013	Printed		1465	TERMINEX PROCESSING CENTER	PEST CONTROL	70.00
61853	08/15/2013	Printed		3984	WOW! BUSINESS	CABLE SERVICE	68.82
61854	08/22/2013	Printed		5310	ARBOR SPRINGS WATER CO., INC.	5 GALLON SPRING WATER	12.00
61855	08/22/2013	Printed		3749	KRISPEN S. CARROLL	PAYROLL DEDUCTIONS	432.65
61856	08/22/2013	Printed		0962	D&G NATURES WAY LAWN CARE	LAWN CARE VOLLEY BALL COURTS	130.00
61857	08/22/2013	Printed		0084	DUNCAN DISPOSAL SYSTEMS, LLC	DUMPSTER&RECYCLING AUG 2013	40,664.09
61858	08/22/2013	Printed		3455	EMPLOYEE HEALTH INSURANCE MGMT	RX FEES	8,023.31
61859	08/22/2013	Printed		5631	TIM ESPER	REIMB FOR EMT APPLICATION	70.00
61860	08/22/2013	Printed		0557	INTL UNION OF OPERATING ENG	PAYROLL DEDUTIONS	227.25
61861	08/22/2013	Printed		3618	IPT BY BIDNET	MITN LISTING FEES	10.13
61862	08/22/2013	Printed		3955	JOHNSON, ROSATI, SCHULTZ &	ATTY FEES	6,369.40
61863	08/22/2013	Printed		5702	TOM KIURSKI	FIRE PREVENTION TRAINING	150.00
61864	08/22/2013	Printed		5703	AARON LACOMBE	FARMERS MARKET ENTERT. 8/17/13	75.00
61865	08/22/2013	Printed		3800	LSL PLANNING, INC.	MASTER PLAN FEES	578.77
61866	08/22/2013	Printed		3520	METLIFE - GROUP BENEFITS	DENTAL PREMIUMS	4,797.72
61867	08/22/2013	Printed		0470	MISDU	PAYROLL DEDUCTIONS	322.07
61868	08/22/2013	Printed		5627	MARY NOVROCKI	MARKET MASTER, SUPPLIES	191.84
61869	08/22/2013	Printed		3631	OAKLAND VISION	SCBA EYE GLASS INSERT	33.00
61870	08/22/2013	Printed		3004	OBSERVER & ECCENTRIC NEWSPAPER	LEGAL ADS	507.40
61871	08/22/2013	Printed		0218	PARKSIDE CLEANERS	RUG CLEANING	43.00
61872	08/22/2013	Printed		5364	PEOPLE'S EXPRESS	TRANSPORTATION SERVICES	5,584.00
61873	08/22/2013	Printed		0044	PITNEY BOWES INC	MACHINE CLEANING KIT	229.56
61874	08/22/2013	Printed		9065	PROVIDENCE OCCUPATIONAL	DOT PHYSICAL RENEWALS	80.00
61875	08/22/2013	Printed		5701	QUENCH	WATER COOLER LEASE	1,060.72
61876	08/22/2013	Printed		3600	BOB TREMITIERE	HEATING ELEMENT, GASKET, ANODE	58.60
61877	08/22/2013	Printed		0062	VANTAGEPOINT TRANSFERS	PAYROLL DEDUCTIONS	2,842.61
61878	08/22/2013	Printed		0589	JOSEPH VELTRI	REIMB FOR HEALTH INSURANCE	435.12
61879	08/22/2013	Printed		3984	WOW! BUSINESS	CABLE SERVICE	42.97
61880	08/22/2013	Printed		5655	ZOLTAN ENTERTAINMENT	08/16/2013 PARK CONCERT	600.00
61881	08/29/2013	Printed		5291	ADVANCE URGENT CARE &	DOT PHYSICAL	57.00

Check Register Report

CHECKS WRITTEN SINCE 08/12/13

Date: 09/05/2013

Time: 8:44 am

Page: 2

The City of South Lyon

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
61882	08/29/2013	Printed		5310	ARBOR SPRINGS WATER CO., INC.	WATER FOR CITY HALL	17.25
61883	08/29/2013	Printed		4234	AVAYA*, INC.	DPE PHONE SYSTEM	118.51
61884	08/29/2013	Printed		0998	CONSUMERS ENERGY	GAS SERVICE	449.68
61885	08/29/2013	Printed		3755	BEVERLY DIXSON	AUGUST COUNCIL PAY	180.00
61886	08/29/2013	Printed		0584	DTE ENERGY	ELECTRIC SERVICE	1,652.50
61887	08/29/2013	Printed		0317	DTE ENERGY	STREET LIGHTING	8,507.30
61888	08/29/2013	Printed		3455	EMPLOYEE HEALTH INSURANCE MGMT	RX FEES	5,155.32
61889	08/29/2013	Printed		2448	GLOCK PROFESSIONAL, INC.	ARMORER'S COURSE-D. BAAKI	195.00
61890	08/29/2013	Printed		5653	RON GOSSELIN	08/23/13 PARK CONCERT	650.00
61891	08/29/2013	Printed		3955	JOHNSON, ROSATI, SCHULTZ &	ATTY FEES	1,408.00
61892	08/29/2013	Printed		3702	MICHAEL KENNEDY	REIMBURSE FOR POSTAGE	3.26
61893	08/29/2013	Printed		2586	GLENN KIVELL	AUGUST COUNCIL PAY	180.00
61894	08/29/2013	Printed		1756	ERIN KOPKOWSKI	AUGUST COUNCIL PAY	180.00
61895	08/29/2013	Printed		3398	MICHAEL KRAMER	AUGUST COUNCIL PAY	180.00
61896	08/29/2013	Printed		0966	KROPF MECHANICAL SERVICE CO.	HVAC MAINTENANCE	450.00
61897	08/29/2013	Printed		5703	AARON LACOMBE	8/24 FARMERS MKT ENTERTAINMENT	75.00
61898	08/29/2013	Printed		3746	BRADLEY MOYNIHAN	REIMBURSE FOR DRUG TEST & PHYS	127.00
61899	08/29/2013	Printed		5627	MARY NOVROCKI	MKT MASTER FEES & SUPPLIES	166.00
61900	08/29/2013	Printed		1034	OAKLAND COUNTY TREASURER	JULY 2013 SOUTH LYON WOODS TAX	392.50
61901	08/29/2013	Printed		0218	PARKSIDE CLEANERS	RUGS FOR CITY HALL	43.00
61902	08/29/2013	Printed		0213	ROAD COMMISSION FOR OAKLAND	TRAFFIC SIGNAL MAINTENANCE	724.53
61903	08/29/2013	Printed		3756	JOSEPH RYZYI	AUGUST COUNCIL PAY	180.00
61904	08/29/2013	Printed		0055	SAM'S CLUB DIRECT	MISC SUPPLIES -POLICE DEPT	297.88
61905	08/29/2013	Printed		7935	KELLY SMITH	WEDDING FEES	200.00
61906	08/29/2013	Printed		2084	STANDARD INSURANCE	LIFE & DISABILITY INSURANCE	2,384.81
61907	08/29/2013	Printed		3675	TOSHIBA FINANCIAL SERVICES	COPIER LEASE	1,675.22
61908	08/29/2013	Printed		1552	TEDD WALLACE	AUGUST MAYOR PAY	220.00
61909	08/29/2013	Printed		3822	LINDSEY WEBSTER	8/12 & 8/26 COUNCIL RECORDING	100.00
61910	08/29/2013	Printed		1378	HARVEY WEDELL	AUGUST COUNCIL PAY	180.00
61911	08/29/2013	Printed		3984	WOW! BUSINESS	INTERNET SERVICE	32.97
61912	08/29/2013	Printed		5294	DAVID M. MURPHY	CAR ALLOWANCE	350.00
61913	09/05/2013	Printed		0561	A.F.S.C.M.E. COUNCIL 25	PAYROLL DEDUCTION	556.50
61914	09/05/2013	Printed		3317	ADP, INC.	PAYROLL PROCESSING FEES	495.33
61915	09/05/2013	Printed		5374	AT&T MOBILITY	PHONE BILLS	549.15
61916	09/05/2013	Printed		3019	BIFANO EYE CARE	JULY & AUG OPTICAL INSURANCE	660.00
61917	09/05/2013	Printed		5451	DAVE BOUTETTE	FARMERS MKT ENTERTAINMENT	50.00
61918	09/05/2013	Printed		3749	KRISPEN S. CARROLL	PAYROLL DEDUCTION	432.65
61919	09/05/2013	Printed		3935	CIB PLANNING	PLANNING CONSULTANT FEES	1,831.25
61920	09/05/2013	Printed		0998	CONSUMERS ENERGY	NATURAL GAS BILL	57.61
61921	09/05/2013	Printed		0584	DTE ENERGY	ELECTRIC SERVICE	412.05
61922	09/05/2013	Printed		5705	LACROIX, LAUREN	EMT DRUG TEST, UNIFORM REIMB	78.77
61923	09/05/2013	Printed		9834	WOODROW MATNEY	CUSTODIAL SVCS @ DEPOT	684.00
61924	09/05/2013	Printed		3787	MICHIGAN ASSOC OF FIREFIGHTERS	PAYROLL DEDUCTION	575.00
61925	09/05/2013	Printed		0470	MISDU	PAYROLL DEDUCTION	322.07
61926	09/05/2013	Printed		0967	DAVID MURRAY	MECHANICAL INSPECTOR'S PAY	1,521.64
61927	09/05/2013	Printed		5627	MARY NOVROCKI	MARKET MASTER FEES	178.00
61928	09/05/2013	Printed		5141	POLICE OFFICERS ASSOCIATION OF	PAYROLL DEDUCTION	582.80
61929	09/05/2013	Printed		0559	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION	232.50
61930	09/05/2013	Printed		0504	TECH RESOURCES, INC.	UPDATED REPORTS FOR AUDIT	1,547.35
61931	09/05/2013	Printed		0062	VANTAGEPOINT TRANSFERS	PAYROLL DEDUCTION	2,955.00
61932	09/05/2013	Printed		3834	BRANDON ZIRKLE	ELECTRICAL INSPECTOR'S PAY	978.65

Check Register Report

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BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
				Total Checks: 100		Checks Total (excluding void checks):	393,332.06
				Total Payments: 100		Bank Total (excluding void checks):	393,332.06
				Total Payments: 100		Grand Total (excluding void checks):	393,332.06

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Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND						
Dept:						
101-000.000-035.000	ENGINEERIN	HUBBELL, ROTH, & CLARK, INC. SITE PLAN REVIEWS	0		09/09/2013	1,076.89
				Total		1,076.89
Dept: ADMINISTRATION						
101-200.000-801.000	PROFESSION	HUBBELL, ROTH, & CLARK, INC. COLONIAL ACRES HYDRANT ACCEP	0		09/09/2013	365.94
101-200.000-801.000	PROFESSION	HUBBELL, ROTH, & CLARK, INC. LAKE ST. ALLEY, ARCADIS COVENA	0		09/09/2013	365.94
				Total ADMINISTRATION		731.88
Dept: CEMETERY						
101-276.000-740.000	OPERATING	BADER & SONS CO. WEED WHIP REPAIR	0		09/09/2013	55.95
101-276.000-740.000	OPERATING	BADER & SONS CO. PTO CLUTCH FOR TRACTOR #2	0		09/09/2013	162.23
101-276.000-740.000	OPERATING	ADVANCE AUTO PARTS MISC MECHANIC'S TOOLS	0		09/09/2013	20.99
				Total CEMETERY		239.17
Dept: POLICE						
101-300.000-727.000	OFFICE SUP	OFFICE EXPRESS OFFICE SUPPLIES	0		09/09/2013	20.99
101-300.000-740.000	OPERATING	AMERICAN VIDEO TRANSFER INC VIDEO SYSTEM REPAIRS	0		09/09/2013	127.50
101-300.000-740.000	OPERATING	GALLS-QUARTERMASTER HOBBLE STRAP & TRANZPORT HOODS	0		09/09/2013	74.70
101-300.000-801.000	PROFESSION	TECH RESOURCES, INC. SSL CERTIFICATE	0		09/09/2013	164.95
101-300.000-801.000	PROFESSION	TECH RESOURCES, INC. RESOLVE EMAIL ISSUES	0		09/09/2013	506.25
101-300.000-801.000	PROFESSION	TECH RESOURCES, INC. TECH SUPPORT	0		09/09/2013	18.75
101-300.000-801.000	PROFESSION	TECH RESOURCES, INC. REMOVED VIRUSES	0		09/09/2013	18.75
101-300.000-863.000	VEHICLE MA	CYNERGY PRODUCTS SIREN REPLACEMENT PD201	0		09/09/2013	384.00
101-300.000-863.000	VEHICLE MA	O'REILLY AUTO PARTS CIRCUIT TESTER	0		09/09/2013	47.90
101-300.000-863.000	VEHICLE MA	GREEN OAK TIRE, INC. TIRE DISPOSAL	0		09/09/2013	12.00
101-300.000-863.000	VEHICLE MA	LAWSON PRODUCTS, INC. MECHANIC'S SUPPLIES & TOOLS	0		09/09/2013	52.90
101-300.000-863.000	VEHICLE MA	SHARE CORP. MECHANIC'S SUPPLIES	0		09/09/2013	115.87
				Total POLICE		1,544.56
Dept: FIRE						
101-335.000-721.000	UNIFORMS &	ALLIE BROTHERS UNIFORMS UNIFORM SHIRTS, PANTS, BADGES	0		09/09/2013	1,597.40
101-335.000-721.000	UNIFORMS &	ALLIE BROTHERS UNIFORMS UNIFORMS FOR MILLER & WILSON	0		09/09/2013	549.60
101-335.000-721.000	UNIFORMS &	WITMER PUBLIC SAFETY GROUP FIRE HELMETS	0		09/09/2013	910.70
101-335.000-721.000	UNIFORMS &	ALLIE BROTHERS UNIFORMS UNIFORM COAT, SHIRT & TROUSERS	0		09/09/2013	325.90
101-335.000-721.000	UNIFORMS &	ALLIE BROTHERS UNIFORMS UNIFORM HAT-WEIR	0		09/09/2013	98.95
101-335.000-727.000	OFFICE SUP	QUILL CORPORATION OFFICE SUPPLIES	0		09/09/2013	212.86
101-335.000-802.000	ONGOING RE	KOORSEN FIRE & SAFETY COMPRESSOR & AISAMPLE MAINT	0		09/09/2013	725.00
101-335.000-802.000	ONGOING RE	QUENCH WATER COOLER LEASE	0		09/09/2013	117.00
101-335.000-820.000	COMPUTER	RICHARDSON BUSINESS SOLUTIONS SOFTWARE	0		09/09/2013	214.00
101-335.000-820.000	COMPUTER	TECH RESOURCES, INC. NEW HARDWARE, MONITOR, SERVER	0		09/09/2013	1,447.30
101-335.000-851.000	RADIO MAIN	UNITED COMMUNICATIONS CORP. MINITOR REPAIRS	0		09/09/2013	264.99

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Fund: GENERAL FUND						
Dept: FIRE						
101-335.000-863.000	VEHICLE MA	UNDERWRITERS LABORATORIES INC. PUMP AND LADDER TESTING	0		09/09/2013	2,949.25
101-335.000-863.000	VEHICLE MA	CONTRACTORS STEEL COMPANY STEEL FOR TRAILER REPAIR	0		09/09/2013	288.90
101-335.000-863.000	VEHICLE MA	HARRIS OIL CORPORATION HYDRAULIC FLUID& GREASE	0		09/09/2013	40.31
101-335.000-863.000	VEHICLE MA	O'REILLY AUTO PARTS CIRCUIT TESTER	0		09/09/2013	28.73
101-335.000-863.000	VEHICLE MA	LAWSON PRODUCTS, INC. MECHANIC'S SUPPLIES & TOOLS	0		09/09/2013	31.73
101-335.000-863.000	VEHICLE MA	SHARE CORP. MECHANIC'S SUPPLIES	0		09/09/2013	69.51
101-335.000-863.000	VEHICLE MA	ADVANCE AUTO PARTS MISC MECHANIC'S TOOLS	0		09/09/2013	11.77
101-335.000-863.000	VEHICLE MA	ADVANCE AUTO PARTS BRAKE PADS & ROTORS-CAR #1	0		09/09/2013	365.94
101-335.000-863.000	VEHICLE MA	ADVANCE AUTO PARTS BALL JOINTS-CAR #1	0		09/09/2013	243.10
101-335.000-863.000	VEHICLE MA	LAWSON PRODUCTS, INC. MECHANIC'S SUPPLIES	0		09/09/2013	89.91
101-335.000-863.000	VEHICLE MA	TIRE WHOLESALERS COMPANY, INC. TIRES FOR CAR #1	0		09/09/2013	589.40
101-335.000-930.000	REPAIR MAI	EASTERN FIRE EQUIPMENT SERVICE CAP SCREWS, LOCKING KEY	0		09/09/2013	25.59
101-335.000-931.000	BUILDING M	SIGNATURE AWNING CO. ENTRANCE AWNING	0		09/09/2013	1,170.00
101-335.000-931.000	BUILDING M	ADVANCED SAFE & LOCK NEW LOCK INSTALLATION	0		09/09/2013	715.87
101-335.000-957.000	EDUCATION	ACROSS THE STREET PRODUCTIONS TRAINING-3 STUDENTS	0		09/09/2013	1,155.00
101-335.000-977.000	EQUIPMENT	DOUGLASS SAFETY SYSTEMS LLC FRAME KIT	0		09/09/2013	129.43
101-335.000-977.000	EQUIPMENT	BOUND TREE MEDICAL, LLC LANCETS	0		09/09/2013	40.29
101-335.000-977.000	EQUIPMENT	MED-TECH RESOURCE INC SHEARS, DEFIBRILLATION	0		09/09/2013	144.27
101-335.000-977.000	EQUIPMENT	GRAINGER TOOL CHEST, DRAWER LINER	0		09/09/2013	455.17
101-335.000-977.000	EQUIPMENT	TIME EMERGENCY EQUIPMENT NOZZLES & FOAM ATTACHMENT	0		09/09/2013	1,660.00
Total FIRE						16,667.87
Dept: DEPT. OF PUBLIC WORKS						
101-440.000-727.000	OFFICE SUP	OFFICE EXPRESS OFFICE SUPPLIES	0		09/09/2013	22.99
101-440.000-740.000	OPERATING	GRAINGER TRASH LINERS AND GLOVES	0		09/09/2013	78.76
101-440.000-740.000	OPERATING	CSI-GEOTURF, INC. EROSION CONTROL SUPPLIES	0		09/09/2013	168.30
101-440.000-740.000	OPERATING	AIS CONSTRUCTION EQUIPMENT WATER PUMP FOR CHIPPER	0		09/09/2013	156.18
101-440.000-740.000	OPERATING	COMMERCE RADIATOR, INC. CHIPPER RADIATOR REPAIRED	0		09/09/2013	208.00
101-440.000-740.000	OPERATING	ADVANCE AUTO PARTS MISC PARTS & SUPPLIES	0		09/09/2013	88.94
101-440.000-740.000	OPERATING	ADVANCE AUTO PARTS MISC. PARTS FOR CHIPPER	0		09/09/2013	49.34
101-440.000-740.000	OPERATING	ANN ARBOR WELDING SUPPLY CO CYLINDER RENTAL	0		09/09/2013	78.60
101-440.000-740.000	OPERATING	ANN ARBOR WELDING SUPPLY CO WELDING SUPPLIES	0		09/09/2013	137.48
101-440.000-740.000	OPERATING	QUALITY FIRST AID & SAFETY GLOVES	0		09/09/2013	57.56
101-440.000-740.000	OPERATING	BADER & SONS CO. SPINDLE,V-BELT & BLADES-JD 144	0		09/09/2013	6.16
101-440.000-863.000	VEHICLE MA	BADER & SONS CO. STARTER- JD 144S TRACTOR	0		09/09/2013	730.07
101-440.000-863.000	VEHICLE MA	FLEETPRIDE STARTER T-12	0		09/09/2013	264.25
101-440.000-863.000	VEHICLE MA	HARRIS OIL CORPORATION HYDRAULIC FLUID& GREASE	0		09/09/2013	328.07

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Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	
	Account	Abbrev	Invoice Description	Number	Number	Date	Amount
Fund: GENERAL FUND							
Dept: DEPT. OF PUBLIC WORKS							
101-440.000-863.000	VEHICLE MA	BADER & SONS CO.		0		09/09/2013	64.20
101-440.000-863.000	VEHICLE MA	BED LINER FOR GATOR & SIGNAL		0		09/09/2013	76.63
101-440.000-863.000	VEHICLE MA	O'REILLY AUTO PARTS		0		09/09/2013	30.00
101-440.000-863.000	VEHICLE MA	CIRCUIT TESTER		0		09/09/2013	84.67
101-440.000-863.000	VEHICLE MA	GREEN OAK TIRE, INC.		0		09/09/2013	185.41
101-440.000-863.000	VEHICLE MA	TIRE DISPOSAL		0		09/09/2013	65.46
101-440.000-863.000	VEHICLE MA	LAWSON PRODUCTS, INC.		0		09/09/2013	106.33
101-440.000-863.000	VEHICLE MA	MECHANIC'S SUPPLIES & TOOLS		0		09/09/2013	821.29
101-440.000-863.000	VEHICLE MA	SHARE CORP.		0		09/09/2013	34.67
101-440.000-863.000	VEHICLE MA	MECHANIC'S SUPPLIES		0		09/09/2013	52.40
101-440.000-863.000	VEHICLE MA	ADVANCE AUTO PARTS		0		09/09/2013	87.10
101-440.000-863.000	VEHICLE MA	ANTI FREEZE		0		09/09/2013	302.83
101-440.000-863.000	VEHICLE MA	O'REILLY AUTO PARTS		0		09/09/2013	876.66
101-440.000-863.000	VEHICLE MA	FILTERS FOR T-12 & CHIPPER		0		09/09/2013	239.75
101-440.000-863.000	VEHICLE MA	ADVANCE AUTO PARTS		0		09/09/2013	1,926.00
101-440.000-863.000	VEHICLE MA	PORTABLE STARTER/BATTERY CHARG		0		09/09/2013	782.66
101-440.000-863.000	VEHICLE MA	BADER & SONS CO.		0		09/09/2013	
101-440.000-863.000	VEHICLE MA	TOGGLE SWITCH FOR TRACTOR		0		09/09/2013	
101-440.000-863.000	VEHICLE MA	ADVANCE AUTO PARTS		0		09/09/2013	
101-440.000-863.000	VEHICLE MA	MISC MECHANIC'S TOOLS		0		09/09/2013	
101-440.000-863.000	VEHICLE MA	ADVANCE AUTO PARTS		0		09/09/2013	
101-440.000-863.000	VEHICLE MA	FUEL TREATMENT		0		09/09/2013	
101-440.000-863.000	VEHICLE MA	BADER & SONS CO.		0		09/09/2013	
101-440.000-863.000	VEHICLE MA	SPINDLE,V-BELT & BLADES-JD 144		0		09/09/2013	
101-440.000-863.000	VEHICLE MA	BADER & SONS CO.		0		09/09/2013	
101-440.000-863.000	VEHICLE MA	PTO SHAFT FOR FLEX MOWER		0		09/09/2013	
101-440.000-863.000	VEHICLE MA	LAWSON PRODUCTS, INC.		0		09/09/2013	
101-440.000-931.000	BUILDING M	MECHANIC'S SUPPLIES		0		09/09/2013	
101-440.000-931.000	BUILDING M	BECKWAY DOOR		0		09/09/2013	
101-440.000-935.000	NPDES PHAS	GARAGE DOOR REPAIRS		0		09/09/2013	
101-440.000-935.000	NPDES PHAS	HUBBELL, ROTH, & CLARK, INC.		0		09/09/2013	
101-440.000-935.000	NPDES PHAS	12/13 STORM WTR PERMIT ASSISTA		0		09/09/2013	
Total DEPT. OF PUBLIC WORKS							8,110.76
Dept: PARKS AND RECREATION							
101-690.000-740.000	OPERATING	GRAINGER		0		09/09/2013	62.57
101-690.000-740.000	OPERATING	TRASH LINERS AND GLOVES		0		09/09/2013	72.50
101-690.000-740.000	OPERATING	HUNT SIGN CO., LTD		0		09/09/2013	217.91
101-690.000-740.000	OPERATING	PARKING SIGN-MCHATTIE PARK		0		09/09/2013	780.49
101-690.000-801.000	PROFESSION	CONTRACTORS STEEL COMPANY		0		09/09/2013	272.00
101-690.000-801.000	PROFESSION	METAL TO MOUNT SECURITY CAMERA		0		09/09/2013	
101-690.000-801.000	PROFESSION	HUBBELL, ROTH, & CLARK, INC.		0		09/09/2013	
101-690.000-801.000	PROFESSION	VOLUNTEER PARK SCHEMATIC		0		09/09/2013	
101-690.000-930.000	REPAIR MAI	MIRACLE RECREATION EQUIPMENT		0		09/09/2013	
101-690.000-930.000	REPAIR MAI	TIRE SWING REPLACED		0		09/09/2013	
Total PARKS AND RECREATION							1,405.47
Fund Total							29,776.60
Fund: LOCAL STREETS							
Dept: STORM SEWER							
203-491.000-740.000	OPERATING	STONE DEPOT		0		09/09/2013	72.00
203-491.000-740.000	OPERATING	CRUSHED CONCRETE-STORM DRAIN		0		09/09/2013	
Total STORM SEWER							72.00
Fund Total							72.00
Fund: CAPITAL IMPROVEMENTS							
Dept: CONSTRUCTION							
401-451.000-801.110		HUBBELL, ROTH, & CLARK, INC.		0		09/09/2013	3,838.85
401-451.000-801.110		LAKE STREET REHAB		0		09/09/2013	2,568.78
401-451.000-802.300	CONSTR. CO	HUBBELL, ROTH, & CLARK, INC.		0		09/09/2013	
401-451.000-802.300	CONSTR. CO	POLICE/FIRE PKG LOT REHAB		0		09/09/2013	
Total CONSTRUCTION							6,407.63
Fund Total							6,407.63
Fund: WATER & SEWER							

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Fund: WATER & SEWER						
Dept: WATER/SEWER CONSTRUCTION						
592-452.000-801.000	PROFESSION	HUBBELL, ROTH, & CLARK, INC. DWRP ENGINEERING	0		09/09/2013	41,009.61
Total WATER/SEWER CONSTRUCTION						41,009.61
Dept: SEWER / REPAIR						
592-550.000-956.000	MISCELLANE	JACK DOHENY SUPPLIES INC. VACTOR PARTS	0		09/09/2013	519.52
Total SEWER / REPAIR						519.52
Dept: WATER						
592-556.000-740.000	OPERATING	ELHORN ENGINEERING COMPANY PHOSPHATE	0		09/09/2013	2,876.00
592-556.000-740.000	OPERATING	ARBOR SPRINGS WATER CO., INC. LAB SUPPLIES	0		09/09/2013	10.50
592-556.000-740.000	OPERATING	REAGENTS HOLDINGS LAB SUPPLIES	0		09/09/2013	70.23
592-556.000-740.000	OPERATING	JCI JONES CHEMICALS INC. CHLORINE	0		09/09/2013	780.50
592-556.000-740.000	OPERATING	ANN ARBOR WELDING SUPPLY CO CYLINDER RENTAL	0		09/09/2013	23.56
592-556.000-740.000	OPERATING	GRAINGER METAL CHOP SAW	0		09/09/2013	95.78
592-556.000-740.000	OPERATING	HACH COMPANY LAB SUPPLIES	0		09/09/2013	30.33
592-556.000-740.000	OPERATING	QUALITY FIRST AID & SAFETY 1ST AID & SAFETY SUPPLIES	0		09/09/2013	46.95
592-556.000-740.000	OPERATING	REAGENTS HOLDINGS LAB SUPPLIES	0		09/09/2013	63.48
592-556.000-863.000	VEHICLE MA	O'REILLY AUTO PARTS VEHICLE WASHER	0		09/09/2013	36.99
592-556.000-863.000	VEHICLE MA	HARRIS OIL CORPORATION HYDRAULIC FLUID& GREASE	0		09/09/2013	40.31
592-556.000-863.000	VEHICLE MA	O'REILLY AUTO PARTS CIRCUIT TESTER	0		09/09/2013	26.73
592-556.000-863.000	VEHICLE MA	GREEN OAK TIRE, INC. TIRE DISPOSAL	0		09/09/2013	12.00
592-556.000-863.000	VEHICLE MA	LANSON PRODUCTS, INC. MECHANIC'S SUPPLIES & TOOLS	0		09/09/2013	31.73
592-556.000-863.000	VEHICLE MA	SHARE CORP. MECHANIC'S SUPPLIES	0		09/09/2013	69.51
592-556.000-863.000	VEHICLE MA	ATOMIC CLEANING SYSTEMS POWER WASHER WAND & GUN	0		09/09/2013	172.55
592-556.000-863.000	VEHICLE MA	ADVANCE AUTO PARTS MISC MECHANIC'S TOOLS	0		09/09/2013	11.77
592-556.000-863.000	VEHICLE MA	ADVANCE AUTO PARTS FUEL TREATMENT	0		09/09/2013	32.66
592-556.000-863.000	VEHICLE MA	LANSON PRODUCTS, INC. MECHANIC'S SUPPLIES	0		09/09/2013	89.91
Total WATER						4,523.49
Dept: WASTEWATER						
592-557.000-740.000	OPERATING	ALLIED WASTE SERVICES #241 PLANT SCREENING REMOVAL	0		09/09/2013	551.71
592-557.000-740.000	OPERATING	ARBOR SPRINGS WATER CO., INC. LAB SUPPLIES	0		09/09/2013	10.50
592-557.000-740.000	OPERATING	ELHORN ENGINEERING COMPANY POLYMER PUMP PARTS	0		09/09/2013	125.37
592-557.000-740.000	OPERATING	HARRIS OIL CORPORATION HYDRAULIC FLUID& GREASE	0		09/09/2013	177.19
592-557.000-740.000	OPERATING	BADER & SONS CO. BED LINER FOR GATOR & SIGNAL	0		09/09/2013	323.14
592-557.000-740.000	OPERATING	ANN ARBOR WELDING SUPPLY CO WELDING SUPPLIES	0		09/09/2013	40.74
592-557.000-740.000	OPERATING	BADER & SONS CO. MOWER PARTS	0		09/09/2013	12.20
592-557.000-740.000	OPERATING	CHEMCO PRODUCTS INC. POLYMER	0		09/09/2013	5,089.50
592-557.000-740.000	OPERATING	GENERAL CHEMICAL ALUMINUM SULFATE	0		09/09/2013	5,281.70
592-557.000-740.000	OPERATING	GRAINGER METAL CHOP SAW	0		09/09/2013	95.77

INVOICE APPROVAL LIST BY FUND
CHECKS TO BE APPROVED 9/9/2013

Date: 09/05/2013
Time: 8:31am
Page: 5

The City of South Lyon

Fund	GL Number	Vendor Name	Check	Invoice	Due	
Department	Abbrev	Invoice Description	Number	Number	Date	Amount
Account						
Fund: WATER & SEWER						
Dept: WASTEWATER						
592-557.000-740.000	OPERATING	QUALITY FIRST AID & SAFETY	0		09/09/2013	46.95
		1ST AID & SAFETY SUPPLIES				
592-557.000-740.000	OPERATING	TIRE WHOLESALERS COMPANY, INC.	0		09/09/2013	167.00
		TIRES FOR GATOR				
				Total WASTEWATER		11,921.77
					Fund Total	57,974.39
					Grand Total	94,230.62

The above checks have been approved for payment.

Lisa Deaton, City Clerk/Treasurer

Tedd Wallace, Mayor

City of South Lyon

For the Period: 7/1/2013 to 8/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Revenues							
Dept: 000.000							
402.000 REAL PROPERTY TAX	3,297,159.00	3,297,159.00	196,421.90	196,421.90	0.00	3,100,737.10	6.0
423.000 SOUTH LYON WOODS TAX	930.00	930.00	552.50	78.50	0.00	377.50	59.4
444.000 PAYMENT IN LIEU OF TAXES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
446.000 PENALTIES AND INTEREST	28,000.00	28,000.00	0.00	0.00	0.00	28,000.00	0.0
451.000 BUILDING PERMITS	56,000.00	56,000.00	19,473.65	11,445.75	0.00	36,526.35	34.8
452.000 HEATING & PLUMB. REFG. PERMIT	0.00	0.00	5,582.00	2,027.00	0.00	-5,582.00	0.0
453.000 ELECTRICAL PERMITS	0.00	0.00	4,470.00	2,233.00	0.00	-4,470.00	0.0
454.000 LICENSES & BUSINESS MISC.	0.00	0.00	750.00	390.00	0.00	-750.00	0.0
570.000 STATE SHARED REV.	897,000.00	897,000.00	4,892.80	4,892.80	0.00	892,107.20	0.5
600.000 BOARD OF APPEALS	0.00	0.00	200.00	0.00	0.00	-200.00	0.0
630.000 ADMIN FEE PROPERTY TAX	93,600.00	93,600.00	5,262.44	5,262.44	0.00	88,337.56	5.6
634.000 GRAVE OPENINGS & FOUNDATIONS	30,000.00	30,000.00	4,635.00	1,115.00	0.00	25,365.00	15.5
642.000 POLICE	0.00	0.00	1,771.97	1,042.65	0.00	-1,771.97	0.0
661.000 PARKING VIOLATION	5,600.00	5,600.00	310.00	190.00	0.00	5,290.00	5.5
662.000 LOCAL COURT FINES	19,500.00	19,500.00	0.00	0.00	0.00	19,500.00	0.0
664.000 INTEREST	9,500.00	9,500.00	635.24	394.43	0.00	8,864.76	6.7
664.200 PARK AND REC. INTEREST	0.00	0.00	55.04	29.78	0.00	-55.04	0.0
666.000 INTEREST-EQUALIZ.& CONTINGENCY	0.00	0.00	65.42	35.39	0.00	-65.42	0.0
668.200 RENTS AND ROYALTIES-CABLE	90,000.00	90,000.00	34,043.17	32,943.17	0.00	55,956.83	37.8
668.300 LEASE--ANTENNA	46,000.00	46,000.00	8,276.36	4,164.34	0.00	37,723.64	18.0
668.400 RENTAL PROPERTIES	9,000.00	9,000.00	1,464.88	732.44	0.00	7,535.12	16.3
669.209 CONTRIBUTION-PERPETUAL CARE	97,200.00	97,200.00	0.00	0.00	0.00	97,200.00	0.0
698.000 MISCELLANEOUS	210,000.00	210,000.00	17,606.93	4,215.23	0.00	192,393.07	8.4
698.800 GRANT MONIES-POLICE DEPT.	15,428.00	15,428.00	0.00	0.00	0.00	15,428.00	0.0
699.000 TRANSFERS IN	25,878.00	25,878.00	0.00	0.00	0.00	25,878.00	0.0
Dept: 000.000	4,933,795.00	4,933,795.00	306,469.30	267,613.82	0.00	4,627,325.70	6.2
Revenues	4,933,795.00	4,933,795.00	306,469.30	267,613.82	0.00	4,627,325.70	6.2

City of South Lyon

For the Period: 7/1/2013 to 8/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
ADMINISTRATION	1,014,095.00	1,014,095.00	207,446.12	57,496.93	0.00	806,648.88	20.5
CEMETERY	97,200.00	97,200.00	13,533.34	6,597.16	0.00	83,666.66	13.9
SENIOR TRANSPORTATION	67,007.00	67,007.00	5,584.00	5,584.00	0.00	61,423.00	8.3
POLICE	2,349,242.00	2,349,242.00	321,375.07	166,608.02	0.00	2,027,866.93	13.7
FIRE	492,905.00	492,905.00	58,169.08	25,444.83	0.00	434,735.92	11.8
AMBULANCE	2,575.00	2,575.00	39.60	2.25	0.00	2,535.40	1.5
DEPT. OF PUBLIC WORKS	634,075.00	634,075.00	116,087.32	55,639.17	0.00	517,987.68	18.3
PARKS AND RECREATION	126,475.00	126,475.00	19,142.80	9,867.01	0.00	107,332.20	15.1
HISTORICAL DEPOT	29,800.00	29,800.00	1,549.24	1,027.44	0.00	28,250.76	5.2
CULTURAL ARTS	6,501.00	6,501.00	0.00	0.00	0.00	6,501.00	0.0
Expenditures	4,819,875.00	4,819,875.00	742,926.57	328,266.81	0.00	4,076,948.43	15.4

City of South Lyon

For the Period: 7/1/2013 to 8/31/2013

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

Encumb. YTD

UnencBal % Bud

Fund: 202 - MAJOR STREETS

Expenditures

ACCOUNTANT	3,200.00	3,200.00	0.00	0.00	0.00	3,200.00	0.0
STREET-ROUTINE MAINT.	604,960.00	604,960.00	16,043.50	9,335.19	0.00	588,916.50	2.7
TRAFFIC SERVICES	14,600.00	14,600.00	1,371.70	1,164.78	0.00	13,228.30	9.4
SNOW PLOWING	78,550.00	78,550.00	302.36	0.00	0.00	78,247.64	0.4
SNOW REMOVAL	3,700.00	3,700.00	75.71	0.00	0.00	3,624.29	2.0
TRANSFER BETWEEN FUNDS	89,000.00	89,000.00	0.00	0.00	0.00	89,000.00	0.0
STORM SEWER	7,400.00	7,400.00	1,082.07	954.83	0.00	6,317.93	14.6

Expenditures

801,410.00 801,410.00 18,875.34 11,454.80 0.00 782,534.66 2.4

Fund: 203 - LOCAL STREETS

Expenditures

ACCOUNTANT	3,200.00	3,200.00	0.00	0.00	0.00	3,200.00	0.0
STREET-ROUTINE MAINT.	154,770.00	154,770.00	11,892.14	5,649.83	0.00	142,877.86	7.7
TRAFFIC SERVICES	8,200.00	8,200.00	488.19	402.03	0.00	7,711.81	6.0
SNOW PLOWING	74,350.00	74,350.00	182.20	0.00	0.00	74,167.80	0.2
STORM SEWER	13,600.00	13,600.00	809.60	701.06	0.00	12,790.40	6.0

Expenditures

254,120.00 254,120.00 13,372.13 6,752.92 0.00 240,747.87 5.3

City of South Lyon

For the Period: 7/1/2013 to 8/31/2013

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

Encumb. YTD

UnencBal % Bud

Fund: 592 - WATER & SEWER

Expenditures

WATER/SEWER CONSTRUCTION	1,647,000.00	1,647,000.00	217,547.11	217,547.11	0.00	1,429,452.89	13.2
WATER / REPAIR	148,000.00	148,000.00	19,699.10	15,476.46	0.00	128,300.90	13.3
SEWER / REPAIR	122,000.00	122,000.00	9,090.77	4,545.49	0.00	112,909.23	7.5
REFUSE COLLECTION	481,000.00	481,000.00	80,482.30	40,246.17	0.00	400,517.70	16.7
WATER	897,795.00	897,795.00	271,761.29	181,245.94	0.00	626,033.71	30.3
WASTEWATER	1,144,920.00	1,144,920.00	213,087.72	78,607.78	0.00	931,832.28	18.6

Expenditures

4,440,715.00

4,440,715.00

811,668.29

537,668.95

0.00

3,629,046.71

18.3

AGENDA NOTE

New Business: Item #1

MEETING DATE: September 9, 2013

PERSON PLACING ITEM ON AGENDA: Police Chief

AGENDA TOPIC: Pumpkinfest 2013 – Downtown Road Closures

EXPLANATION OF TOPIC: A request was received for a permit for the Pumpkinfest Downtown Event and associated road closures planned for Friday, September 27, 2013 at 9:00 a.m. until Sunday, September 29, 2013 at 8:00 p.m.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: application, map, sign-off list, insurance certificate, road closure resolution.

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 permits to conduct the Pumpkinfest Downtown Event from September 27, 2013 until September 29, 2013 and the related road closures: Lafayette Street between Liberty Street and Whipple Street; Lake Street between Wells Street and Washington Street; from 9:00 a.m. on September 27, 2013 until 8:00 p.m. on September 29, 2013.

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.

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 permits to conduct the Pumpkinfest Downtown Event from September 27, 2013 until September 29, 2013 and the related road closures: Lafayette Street between Liberty Street and Whipple Street; Lake Street between Wells Street and Washington Street; from 9:00 a.m. on September 27, 2013 until 8:00 p.m. on September 29, 2013.

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

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of South Lyon, County of Oakland, State of Michigan, at a regularly scheduled meeting of September 09, 2013, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said act.

Lisa Deaton
City Clerk/Treasurer



SOUTH LYON POLICE DEPARTMENT

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

Rec. 08/30/13
AC

BLOCK PARTY APPLICATION

Date Application Submitted: 08/30/13 AC Requested Block-off Date: 9/27 - 9/29
Applicant / Contact's Name: PUMPKINFEST OF THE SOUTH LYON AREA PH #: 248-207-2035
SCOTT R. BLACK, PRESIDENT
Applicant Address: P.O. BOX 696, SOUTH LYON, MI 48178

Block-off Time: 9 AM ON 9/27 Block-off removal Time: 8 PM ON 9/29

Street Names to be blocked off: PONTIAC TRAIL BETWEEN WHIPPLE & LIBERTY
AND LAKE STREET BETWEEN WELLS & ALLEYWAY BEHIND SWEETWATER

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

REFER TO SIGNATURE DOCUMENT

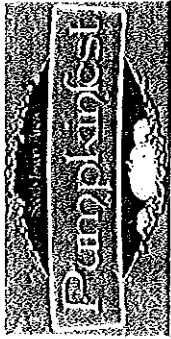
2) ATTACH sheet of paper with SIGNATURES and ADDRESSES of all residents agreeing to the Block Party.

Scott R. Black
Applicant's SIGNATURE

APPROVED [✓]

DENIED []

Chief Lloyd T. Collins 09/03/13
Lloyd T. Collins, Chief of Police



2013 Pumpkinfest of the South Lyon Area

Road Closure Approval (Friday, Saturday & Sunday)




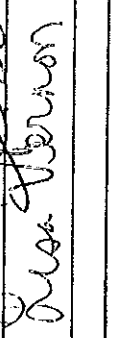


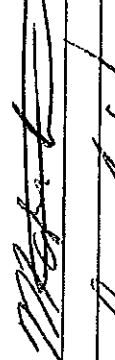

Friday, September 27 through Sunday, September 29, 2013

Closure of Lafayette Street between Liberty and Whipple.

Closure of Lake Street between Wells and the alleyway behind the South Lyon Herald.

The road will be closed at 9:30 a.m. on Friday, September 27 and re-open at 8:00 p.m. on Sunday, September 29, 2012.

Business Name	Street Address	Print Name	Signature
Providence Medical Center	210 N. Lafayette	<i>[Signature]</i>	<i>[Signature]</i>
Tenpenny Furniture	124 N. Lafayette	Kevin Brantford	<i>[Signature]</i>
Co. Reutter Salon	116 N. Lafayette	Kelly Raster	<i>[Signature]</i>
Driven Computers	116 N. Lafayette	Haven Taylor	<i>[Signature]</i>
Phillips Travel Service	110 N. Lafayette	CHRISTINE KOZATEK	<i>[Signature]</i>
Auriel Jewelry Design	108 N. Lafayette	<i>[Signature]</i>	<i>[Signature]</i>
Jarratt Architecture	108 N. Lafayette	William T. Jarratt	<i>[Signature]</i>
Michelle's Hair Studio	104 N. Lafayette	Michelle Willis	<i>[Signature]</i>
Diane's Dollhouse	102 N. Lafayette	Not at 9:30 Please - early - 4:15 -	<i>[Signature]</i>
Quantum Real Estate - Bonnie David	129 N. Lafayette	Daniel Kamy	Donnie David
Chamber of Commerce	127 N. Lafayette	KIM THOMPSON	Kim Thompson
Michigan Wealth Management Group	125 N. Lafayette	JEFF TUBBS	<i>[Signature]</i>
Law Office of Jenelle Velarde	125 N. Lafayette	Jenelle Velarde	<i>[Signature]</i>
Kathleen's	117 N. Lafayette	KATHLEEN MC FALL	<i>[Signature]</i>
Bullet Distributors	107 N. Lafayette	Joan Fagin	<i>[Signature]</i>

Divine Yoga	105 N. Lafayette	Cheryl Wickham	
Jan's Skin Spa	105 N. Lafayette	Janice Eldon	
Grande Trunke Home	105 N. Lafayette	Susan Stare	
South Lyon Herald	101 N. Lafayette	Lisa Vernon	
Nom's Total Automotive	115 W. Lake		NORM FULTZ
Sweet Water Bar & Grill	101 S. Lafayette		MAZIN KRASA
South Lyon IGA	101 S. Lafayette		MAZIN KRASA
US Post Office	111 S. Lafayette		Dennis F. Wiczorek
The Tuscan Café	101 S. Lafayette	Chelsea Brown	Chelsea Brown
Glazy Days	101 S. Lafayette	Chad Ostwine	Chad Ostwine
Dr. Pitak, DDS	110 E. Lake	Lori Wanke	Lori Wanke
Lyon Book Den	116 E. Lake	Cheryl Wickham	Cheryl Wickham
South Lyon Resale Shoppe	120 E. Lake	Marilyn Smith	Marilyn Smith
Lyon Theater	126 E. Lake	Holly Gordon	Holly Gordon
Craft Worx	134 E. Lake	Sharonne McPherson	Sharonne McPherson

SOLID GROUND 125 N.
COUNSELING LAFAYETTE

Dedraie Little
Debbie J. Otter

Han's Tae Kwan Do	131 E. Lake	<i>Employment</i>	<i>DAN LORRIMER</i>
Lake Street Tavern	127 E. Lake	<i>McHale</i>	<i>MARY L. POOLE</i>
State Farm Insurance	121 E. Lake	<i>Megan McHenry</i>	<i>Megan McHenry</i>
Lake Street Mercantile	115 E. Lake	<i>Granger</i>	
Bob's Barber Styling	111 E. Lake	<i>Colton</i>	<i>BOB MOHN</i>



MEMO

DATE: August 12, 2013
TO: City of South Lyon City Council
FROM: Pumpkinfest of the South Lyon Area
RE: Hold Harmless Clause
Pumpkinfest of the South Lyon Area
September 27, 28, 29, 2013

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

Scott Black, President
On behalf of Pumpkinfest of the South Lyon Area

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/19/2013

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

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

PRODUCER	CANTOR INSURANCE GROUP, LLC. 26777 CENTRAL PARK BLVD SUITE 250 SOUTHFIELD MI 48076	CONTACT NAME: Robert Bourke PHONE (A/C No., Ext.): (248) 848-0200 E-MAIL: preller@cantorinsurance.com FAX (A/C No.): (248) 848-0202
INSURED	PUMPKINFEST OF THE SOUTH LYON AREA PO BOX 696 SOUTH LYON MI 48176	INSURER(S) AFFORDING COVERAGE INSURER A: MARKEL INSURANCE CO INSURER B: SCOTTSDALE INSURANCE INSURER C: AMERISURE MUTUAL INSURANCE CO. INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		MB00006308-1	08/19/2013	08/19/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$		CA4240028	09/02/2013	09/03/2014	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				WC STATU-TORY LIMITS <input type="checkbox"/> OTH ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	LIQUOR LIABILITY		LL933629	09/02/2013	09/03/2014	PER OCCURRENCE 1,000,000 AGGREGATE 1,000,000

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

THE CITY OF SOUTH LYON AND CHARTER TOWNSHIP OF 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 IN RESPECT TO THE ACTIVITIES PERFORMED BY OR ON BEHALF OF THE NAMED INSURED AS IT PERTAINS TO THE ACTIVITIES OF PUMPKINFEST. The Certificate Holder is Named as Additional Insured as Respects to the General Liability.

Parade route starts at the Lyon Trail subdivision (Lyon Trail Road) and goes north along Pontiac Trail, then west on West Liberty Street, then right on South Warren Street, and end at Bartlett Elementary.

The limits of the festival are Pontiac Trail (between West Liberty Street and Whipple Street) and Lake Street (between North Wells Street and the alley just west of Pontiac Trail)

All Listed Additional Insureds, will be Forwarded a Notice of Cancellation, as Follows: 10-Days for Non Payment of Premium 30-Days for Non Renewal, Reduction and/or Material Change.

CERTIFICATE HOLDER

CANCELLATION

AI 001HEX

CHARTER TOWNSHIP OF LYON
CITY OF SOUTH LYON
355 SOUTH WARREN
SOUTH LYON MI 48178-

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

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/14/2013

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

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

PRODUCER	CANTOR INSURANCE GROUP, LLC. 26777 CENTRAL PARK BLVD SUITE 250 SOUTHFIELD MI 48076	CONTACT NAME: Robert Bourke PHONE (A/C No., Ext.): (248) 848-0200 FAX (A/C No.): (248) 848-0202 E-MAIL: preiter@cantorinsurance.com ADDRESS:
INSURED	PUMPKINFEST OF THE SOUTH LYON AREA PO BOX 698 SOUTH LYON MI 48178	INSURER(S) AFFORDING COVERAGE INSURER A: MARKEL INSURANCE CO INSURER B: SCOTTSDALE INSURANCE INSURER C: AMERISURE MUTUAL INSURANCE CO. INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR LTR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		MB00006308-1	08/19/2013	08/19/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$		CA4240026	09/02/2013	09/03/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In Ill) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	LIQUOR LIABILITY		LL933628	09/02/2013	09/03/2014	PER OCCURRENCE 1,000,000 AGGREGATE 1,000,000

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

The Certificate Holder is Named as Additional Insured as Respects to the General Liability.

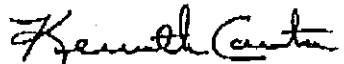
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The limits of the festival are Pontiac Trail (between West Liberty Street and Whipple Street) and Lake Street (between North Wells Street and the alley just west of Pontiac Trail)

CERTIFICATE HOLDER

CANCELLATION

AI001HEZ

SOUTH LYON CHURCH OF CHRIST 21860 PONTIAC TRAIL SOUTH LYON MI 48178	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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08/14/2013

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PRODUCER CANTOR INSURANCE GROUP, LLC.
26777 CENTRAL PARK BLVD
SUITE 250
SOUTHFIELD MI 48076

CONTACT NAME: Robert Bourke
PHONE (A/C, No, Ext): (248) 848-0200 FAX (A/C, No): (248) 848-0202
E-MAIL: preller@cantorinsurance.com
ADDRESS:

INSURED
PUMPKINFEST OF THE SOUTH LYON AREA
PO BOX 696
SOUTH LYON MI 48178

INSURER(S) AFFORDING COVERAGE NAIC #
INSURER A: MARKEL INSURANCE CO
INSURER B: SCOTTSDALE INSURANCE
INSURER C: AMERISURE MUTUAL INSURANCE CO.
INSURER D:
INSURER E:
INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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	UMBRELLA LIAB EXCESS LIAB DED. RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - FA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	LIQUOR LIABILITY		LL933629	09/02/2013	09/03/2014	PER OCCURRENCE 1,000,000 AGGREGATE 1,000,000

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CERTIFICATE HOLDER

CANCELLATION

AI 001HEY

LYON TRAIL HOMEOWNERS ASSOCIATION
PO BOX 884
SOUTH LYON MI 48178

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

AUTHORIZED REPRESENTATIVE

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Michigan Department of Licensing and Regulatory Affairs
Michigan Liquor Control Commission (MLCC)
7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505
(517) 322-1326 toll free (866) 813-0011 www.michigan.gov/lcc

PART II

**Bond of Special License for Sale of
Beer, Wine and Spirits for Consumption on the Premises
(Authorized by MCL 436.1801(1)(b))**

***NOTICE: Bonding Company must attach power of attorney to this form

Bond No: 69C003779

Applicant Information:

Name of Organization

Pumpkinfest of South Lyon Area

Location name and address where event is to be held

Pontiac Trail (between West Liberty Street and Whipple Street) and Lake Street (between North Wells Street and the alley just west of Pontiac Trail)

City South Lyon

Township

County

Oakland

Know all men by these presents, that the above applicant, as principal,

and Ohio Casualty Insurance Company

of 62 Maple Avenue

street, city of

Keene

State of

Michigan

have been authorized to do business in the State of Michigan, as surety, are held and firmly bound unto the People of the State of Michigan in the sum of One Thousand (\$1,000.00) dollars, to the payment whereof, well and truly to be made we bind ourselves, our heirs, executors, administrators, successors and assigns, firmly by these presents.

Sealed with our seals and dated this 12th day of August, 2013 A.D.

Now therefore the condition of this obligation is such that if the principal shall well and truly keep and perform all and singular the terms and conditions of this contract of license and/or permit and permits, and any modifications thereof, together with all and singular the obligations imposed by the Michigan Liquor Control Code of 1998, as amended, and will comply with all the rules and regulations promulgated by the Liquor Control Commission, and will pay all fines, costs and/or penalties that may be imposed upon him for violations of this Act and/or for violations of the rules and regulations promulgated by the Liquor Control Commission and

Conditioned further, that if the said principal will not directly or indirectly, by the principal, clerk, agent or servant of the principal at any time, sell, furnish, give or deliver any alcoholic liquor to a minor, nor to any adult person who is at the time visibly intoxicated, and that if the said principal will pay all actual damages that may be adjudged to any person or persons for injuries inflicted upon such person or persons either in person or in property of means of support or likewise, by reason of the said principal, selling, furnishing, giving or delivering any such alcoholic liquor, then this obligation shall be void; otherwise to remain in full force and effect.

And the obligors, for themselves, their heirs, executors, administrators, successors or assigns do further covenant and agree with the State of Michigan as follows:

1. That this bond shall be in effect for a period commencing at 7:00 a.m. on 9/2/2013 (date), if accepted by the

Liquor Control Commission, and shall remain in full force and effect until 60 days after the date of receipt by the Michigan Liquor Control Commission at Lansing of the expired license, at which time it shall terminate as to all acts on the part of the principal subsequent to said date, excepting as may be set forth in this bond, or otherwise limited by law and the rules and regulations of the said Liquor Control Commission. If the effective date of the bond is not filled in, the date of execution shall be effective date of the bond.

2. That all rights and liabilities under this bond shall be governed, controlled and fixed by the terms thereof, and by the law and the regulations made pursuant thereto as the same now exists or may hereafter be modified, amended or supplemented.

Witness our hands and seals this 12th day of August, 2013 A.D.

Signature of Officer of Special License Applicant

Printed (or typed) name of officer and title

Attorney-in-fact (print or type name)

Attorney-in-fact Signature

Name of Surety Company:

Address and phone of Surety Company:

Robyn L. Shepherd

Ohio Casualty Insurance Company

62 Maple Ave., Keene, NH 03431

THIS POWER OF ATTORNEY IS NOT VALID UNLESS IT IS PRINTED ON RED BACKGROUND.

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Certificate No. 5827258

American Fire and Casualty Company
The Ohio Casualty Insurance Company

Liberty Mutual Insurance Company
West American Insurance Company

POWER OF ATTORNEY

KNOW ALL PERSONS BY THESE PRESENTS: That American Fire & Casualty Company and The Ohio Casualty Insurance Company are corporations duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Fredonick P. Poplin; Robyn L. Shephard; Stephanie Farrell; Deb Allen; Steven C. Kuykendall

of the city of CARMEL, state of IN, each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surely and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 1st day of December, 2012.



STATE OF WASHINGTON
COUNTY OF KING

55

American Fire and Casualty Company
The Ohio Casualty Insurance Company
Liberty Mutual Insurance Company
West American Insurance Company

By: Gregory W. Davenport
Gregory W. Davenport, Assistant Secretary

On this 1st day of December, 2012, before me personally appeared Gregory W. Davenport, who acknowledged himself to be the Assistant Secretary of American Fire and Casualty Company, Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Seattle, Washington, on the day and year first above written.

By: KD Riley
KD Riley, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS - Section 12. Power of Attorney. Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surely any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

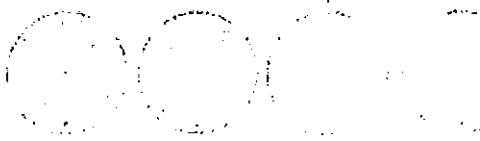
ARTICLE XIII - Execution of Contracts - SECTION 5. Surety Bonds and Undertakings. Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surely any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Gregory W. Davenport, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surely any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, David M. Carey, the undersigned, Assistant Secretary, of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 12th day of August, 2013.



By: David M. Carey
David M. Carey, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, bank deposit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-810-832-8240 between 9:00 am and 4:30 pm EST on any business day.



MEMO

DATE: August 2013
TO: City of South Lyon City Council
FROM: Pumpkinfest of the South Lyon Area
RE: Use of the City of South Lyon owned parking lot adjacent to Sweetwater Bar and Grill

Pumpkinfest of the South Lyon Area is requesting the use of the above stated parking lot from **9am on 9/27/13 through 8pm on 9/29/13**. The festival is intending to setup inflatables and bouncies in this lot and will work with SLPD and SLDPW on proper parking lot closure barricades. Also per the SLFD the alley directly adjacent to the Sweetwater Bar and Grill will be maintained clear from any obstructions.

I hear by support the use of the City of South Lyon parking lot adjacent to the Sweetwater Bar and Grill for above stated dates and times by the Pumpkinfest of the South Lyon organization.

Name: Gary Childs

Company / Organization: SL DDA Market

Date: 8/8/13 [Signature]

Name: [Signature]

Company / Organization: IGA Sweetwater

Date: 8-21-13



2013 Pumpkinfest of the South Lyon Area Festival Emergency Plan and Festival Information

<u>Festival Dates and Times:</u>	September 27 th - Setup (requested starting at 9:30am) September 28 th - 11am to 11pm September 29 th - 11am to 5pm (5pm-8pm breakdown & cleanup)	
<u>Festival Location:</u>	Downtown South Lyon	
<u>Expected Attendance:</u>	25,000-35,000 (over the entire weekend)	
<u>Rain Date:</u>	None	
<u>Festival Schedule:</u>		
<i>Friday (9/27)</i>	9:30am 9:30am – 12am / 2am	Road Closures (requested) Festival Setup
<i>Saturday (9/28)</i>	8am 10am 11am 5pm-11pm 9pm 10:30pm 11:00pm	Parade Line Up (at Lyon Trail Subdivision) Run registration (at Millennium Middle School) Parade / Run Starts Festival opens Admission for Beer Garden – 21+ over (\$3 + (2) non-perishable food items (food donated to Active Faith) OR \$5) 21+ over only inside Beer Garden area Last call Entertainment ends Beer Garden closed
<i>Sunday (9/29)</i>	11am - 5pm 5pm – 8pm 8pm	Festival opens Cleanup / breakdown Roads re-open
<u>Event Coordinators on site:</u>	Scott Black Holly Gerdorn Brian Major	(248-207-2035) (248-535-5476) (248-613-8322)



Potential Issues

Potential issues that may affect attendees will be addressed in the following manner:

Evacuation:	As advised by City of South Lyon Officials. PA system at stage for addressing crowd.	
Shelter Locations:	Fire station (Whipple Street) in the event of inclement weather.	
Event Staff:	Identified with volunteer Pumpkinfest t-shirts (orange) and lanyards with volunteer badges.	
	Points of contact (see event coordinators above).	
	Bar Area Manger: t.b.d.	
	Pre-event communication will include pre-event meeting and email to all volunteers outlining procedures as noted on the last page of this document.	
Event Cancellation:	As advised by City Officials	
Weather Monitoring:	24 Hours Prior	11am Friday, September 27
	8 Hours Prior	3am Saturday, September 28
	4 Hours Prior	7am Saturday, September 29
Medical Personnel:	HVA and SLFD will be notified of the event and expected attendance.	
	HVA and SLFD will be offered the opportunity to be on-site during the event.	
Event Access:	(2) points of ingress only (as indicated on the layout plan).	
	(5) points of egress only (as indicated on the layout plan).	
	Perimeter access maintained by event staff, volunteers, and security guards with SLPD available as backup, if required.	
	Attendees will NOT be allowed to bring chairs into the fenced in area or in areas of pedestrian passage.	



Table / Chair Arrangement: Loose chairs around rectangular tables outside of the fenced in area, primarily for eating. A select number of rectangular tables as well as bar height round tables will be inside the fenced in area (under the tent).

Reentry: Portable toilets will be inside and outside the fenced in area. If attendee elects to leave the fenced in area once a line is formed at the entry points, they will be required to wait in line (but not required to repay).

Occupant Load: To be determined by SLFD. Wrist bands will be numbered and counters will be used to assist in determining capacity.

Emergency Notification:

PA system at main stage and family stage.

Lost and Found:

Items found at the event will be kept at the bar inside the Beer Garten tent. Event coordinators will turn over unclaimed items to the South Lyon Police Department.

Fire Extinguishers:

Three (3) 2A:10BC extinguishers will be provided inside the tent.

No Smoking:

Smoking will not be permitted inside the tent / fenced in area. Signs will be posted and enforced by security guards.



Staff / Volunteer Briefing
(provided for emergency procedures)

In case of an emergency, call 911 and notify an event coordinator.

Medical Emergency:

- Stay calm and reassure patient
- Avoid any patient movement
- Protect patient from weather
- Relate any medical information to firefighters / paramedics
- Clear pathway for firefighters / paramedics
- Give street location and have someone meet firefighters / paramedics to guide them to patient

Missing Person:

- Notify 911 – follow instructions of 911

Fire

- Know exit locations ahead of time
- Evacuate building or area. Direct visitors to exits
- Move visitors away from / clear area to allow access for the fire department

Suspicious Package:

- Do not touch
- Do not use words which cause panic (i.e. bomb)

Suspicious Person / Violent Act:

- Do not confront person. Do not block person's access to an exit
- Alerts others to situation
- Seek safe shelter if advised – get inside immediately and lock doors

Severe Weather:

- Follow directions of Police or Fire officials
- Direct visitors to shelter: South Lyon Fire Station (Whipple Street) and / or South Lyon Police Department Administration Building (Lake Street)

Evacuation:

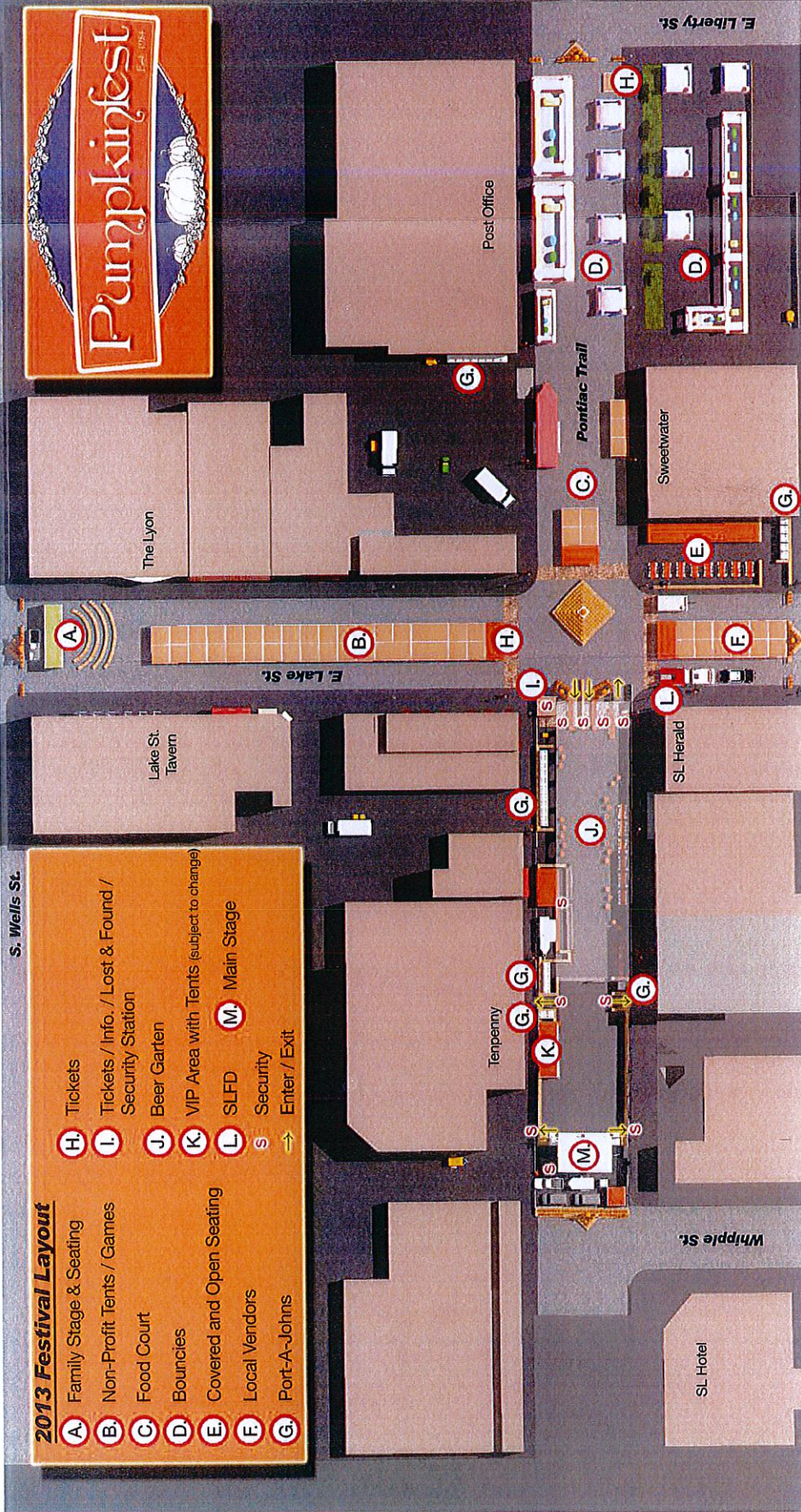
- Know exit locations ahead of time
- Direct visitors to nearest exit
- Alert officials of people who may need assistance

If Told to Shelter in Place:

- Get indoors immediately. Stay away from windows and doors.
- Shut all doors and stay inside until advised by officials that it is safe to leave

2013 Festival Layout

- | | |
|-----------------------------------|--|
| A Family Stage & Seating | H Tickets |
| B Non-Profit Tents / Games | I Tickets / Info. / Lost & Found / Security Station |
| C Food Court | J Beer Garden |
| D Bouncies | K VIP Area with Tents (subject to change) |
| E Covered and Open Seating | L SLFD M Main Stage |
| F Local Vendors | S Security |
| G Port-A-Johns | → Enter / Exit |



AGENDA NOTE

New Business: Item #2

MEETING DATE: September 09, 2013

PERSON PLACING ITEM ON AGENDA: Police Chief

AGENDA TOPIC: Pumpkinfest Parade

EXPLANATION OF TOPIC: A request was received for a permit for the Pumpkinfest Parade and associated road closures planned for September 28, 2013 from 10:00 a.m. to 11:30 a.m.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Parade application, map, certificate of insurance, Road Closure Approval.

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

RECOMMENDATION: Approve the requested closures.

SUGGESTED MOTION: Motion by _____, supported by _____ Resolved That Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permit to conduct the Pumpkinfest Parade on September 28, 2013 at 10:00 a.m. and the related street closures:

Pontiac Trail from 9 Mile Road to Liberty Street; West Liberty St. from Lafayette to Warren St.; Warren St. from West Liberty St. to Bartlett Elementary School

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

Rec. 08/26/13
JTC

PARADE / DEMONSTRATION APPLICATION

Date Application Submitted: 08/26/13 JTC

Requested Date of Event: 9/28/13

Applicant / Contact's Name: Philip J. Weigert PH #: 2484861100

Applicant Address: 400 S. LAFAYETTE South Lyon MI 48178

Business / Organizations Name (if Applicable): Pumpkinfest of the South Lyon Area, Inc.

Bus. Ph#: 2484861100 Bus. Address: P.O. BOX 696 SOUTH LYON MI 48178
400 S. LAFAYETTE South Lyon 48178

President / CEO (Responsible for Event): Scott Black Direct Ph#: 2482072035
ALSO DANA JOHNSON (248)4375046

Parade START Time: 10⁰⁰ (a.m./p.m.)

Parade END Time: 1130 (a.m./p.m.)

Approximate Number of PERSONS: 100 Organization Names: VARIOUS community

ORGANIZATIONS

Approximate Number of VEHICLES: 45 Types of Vehicles: CARS, Trucks,

TRAILERS, FLOATS, Emergency vehicles

Approximate Number of ANIMALS: 14 SPECIFIC Animals: Horses / Dogs

Amount of space to be maintained between and /all units in Parade: 20 feet

Route to be traveled (Include Street Names and Turning Directions): Parade line up is in
Lyon Trace Sub in Lyon Township south of nine mile.
PROCEEDS NORTH TO CITY OF SOUTH LYON TO LIBERTY, WEST
TO WARREN ST TO BAILEY ELEMENTARY.

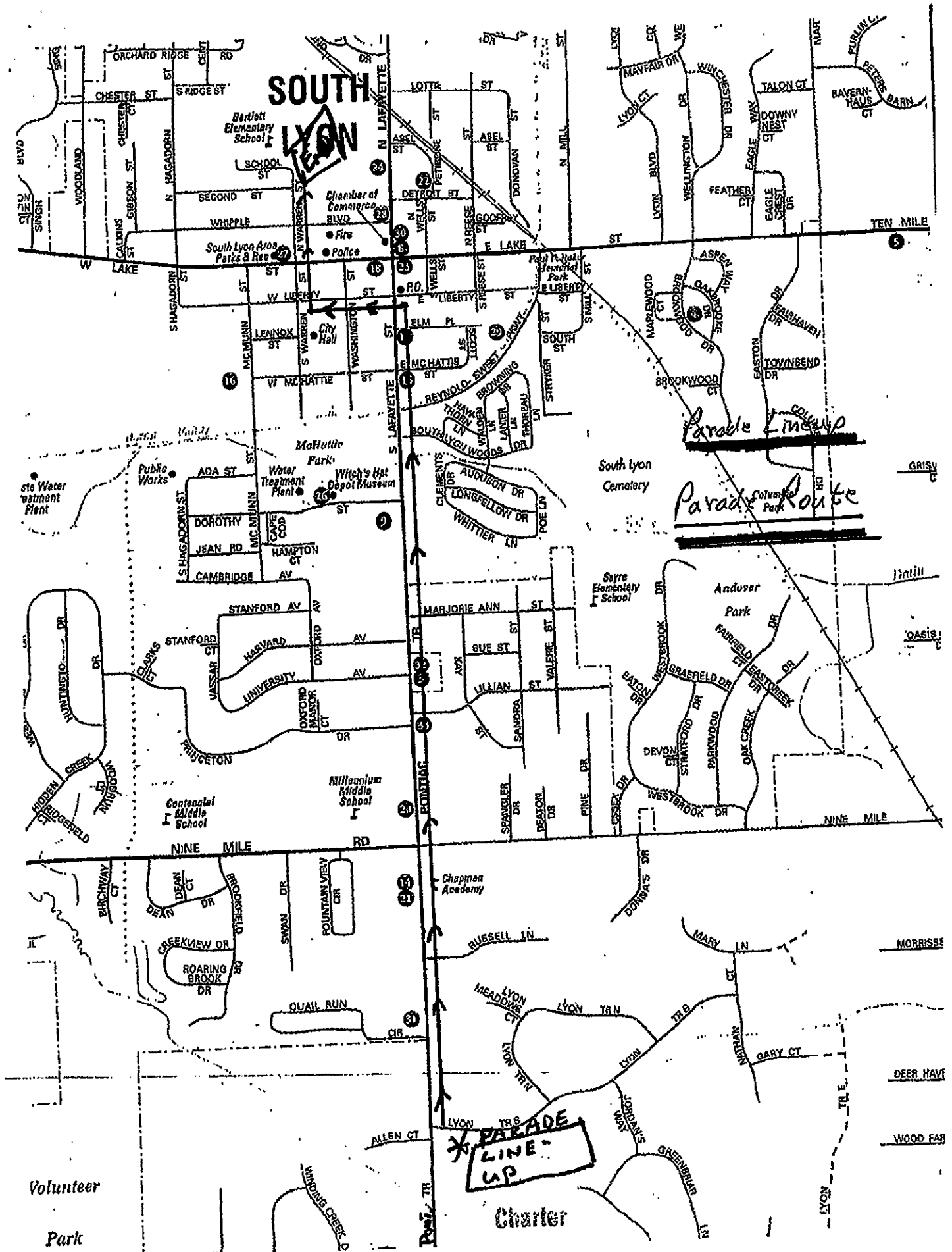
[Signature]
Applicant's SIGNATURE - Philip Weigert

[Signature]
Responsible Party's SIGNATURE - Scott Black

APPROVED [✓]

DENIED []

Chief Lloyd T. Collins 09/03/13
Lloyd T. Collins, Chief of Police



SOUTH LYON

Parade Line

Parade Route

PARADE LINE UP

Charter

Volunteer
Park

MORRISSE
DEER HAV
WOOD FAR

PARADE SET UP SUMMARY

- 1) Line up will be at Lyon Trail Subdivision.
- 2) Participants will be assigned numbers and the road will be marked with corresponding numbers on sticks along the roadway in Lyon Trail.
- 3) South Lyon Church of Christ will be used as a drop off unloading area.
- 4) Appx. 30 volunteers will be placed along the route in bright yellow/green safety shirts at the entrances/exits of the stores and streets along the route to make sure traffic does not enter the parade, including: Lyon Trail, Church of Christ, Quail Run, Glenwood Plaza, Russell Lane, Wallgreens/Fellowship Church, Autozone auto parts store/Flooring Store, Brostrom Physical Therapy, Dentist Office, Speedway, McDonlads, Brookdale Plaza entrances, CVS/Parkside, O'Reileys, Princeton/BigB's, Kings Plaza, Lillian/Bank of America, and Marjorie Ann/Catholic Church, Methodist Church, Kings Plaza, South Lyon Woods/Hungry Howies, and others as required by South Lyon Police.
- 5) Volunteers will also be placed at Liberty, Warren, Whipple, Second, Kiwanis Hall and Bartlett to help disperse parade.

*City of South Lyon
Department of Police*

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

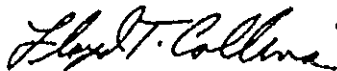
PERMIT FOR PARADE / DEMONSTRATION

INSTRUCTIONS TO RESPONSIBLE PARTY:

- 1) You have received permission to conduct a parade / demonstration within the City of South Lyon.
- 2) You will be held responsible for the conduct of your event and each of it's participants.
- 3) It is your responsibility to ensure the following:
 - A. That ALL participants receive a copy of the "PARTICIPANTS INSTRUCTIONS" and that parade staff personally emphasize the necessity of following these instructions to the participants.
 - B. That ALL participants are at the designated starting point in proper alignment, ready to proceed ON TIME.
 - C. That adequate parade staff are on hand to assist with the set up of the parade. We suggest one (1) parade worker for every ten (10) parade Units, minimum.
- 4) You should be aware that failure to adhere to these instructions will have a direct effect on you/your organization's ability to obtain future permits.

" A well run and well organized parade will make the experience a good one for all concerned."

Sincerely,



Lloyd T. Collins
Chief of Police

✓
This Form will
be mailed, emailed &
has been delivered to
participants. 04
8-26-13

City of South Lyon
Department of Police
219 Whipple
South Lyon, Michigan 48178
PH. (248) 437-1773 / FAX (248) 437-0459
Lloyd T. Collins
Chief of Police

PARADE PARTICIPANT INSTRUCTIONS

The Person Responsible for this parade MUST see to it that this Instruction Sheet is distributed to EVERY Parade Participant

To All Parade Participants,

Please read this instruction sheet COMPLETELY and ASK the Parade Organizer for clarification on any instructions in question.

PARADE PARTICIPANT RULES:

- 1) Be at the designated Gathering / Line-up location ON TIME.
- 2) Once given your assigned location and starting point at Line-up, STAY WITH YOUR GROUP!
- 3) You must be ready to start at the APPOINTED TIME!
- 4) There will be NO STOPPING during the parade for any 'performances' of any kind. Violators WILL BE ordered to leave the parade.
- 5) You must travel the entire parade route from beginning to end. DO NOT disburse until you are instructed to do so.
- 6) If you are a DRIVER, be aware of your vehicle's passengers, other parade participants and parade observers. WATCH CLOSELY for KIDS on foot, bicycles, and skateboards. INSTRUCT your passengers to expect sudden stops, even at slow speed. DRIVER'S ARE SOLELY RESPONSIBLE FOR PASSENGER'S SAFETY!!!
- 7) If you are a DRIVER and the vehicle suffers mechanical failure, get your vehicle to the SIDE OF THE ROAD as quickly as possible. Attempt repairs on the SHOULDER of the road, and if possible, attempt to rejoin at a SAFE POINT in the parade. Make SURE oncoming participants are aware you are attempting to rejoin.
- 8) ***ABSOLUTELY NOTHING IS TO BE THROWN TO THE PARADE OBSERVERS AT ANY TIME DURING THE PARADE*** VIOLATORS WILL BE ORDERED TO LEAVE THE PARADE AND MAY BE CITED FOR LITTERING.

9) Your participation in the parade indicates that you HAVE READ and agree to abide by ALL Parade Participant Instructions.

By Order of the City of South Lyon Police Department

APPLICANT INSURANCE REQUIREMENTS

The Applicant/Organization **must** provide a certificate of insurance and documentation of the following at the time of application:

- 1. Commercial General Liability Insurance:** The Applicant shall procure and maintain during the life of this permit, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and aggregate.
- 2. Motor Vehicle Liability:** The Applicant shall procure and maintain during the life of this permit Motor Vehicle Liability Insurance, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- 3. Liquor Liability:** If alcoholic beverages will be served, the Applicant shall provide proof of Liquor Liability coverage, with limits of liability not less than \$1,000,000 per occurrence and aggregate, naming the City of South Lyon as additional insured.
- 4. Additional Insured:** Commercial General Liability, Motor Vehicle Liability, and Liquor Liability as described above, shall include an endorsement stating that the following shall be **Additional Insureds:** 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 thereof. It is understood and agreed by naming the City of South Lyon as additional insured, coverage afforded is considered to be primary and any other insurance the City of South Lyon may have in effect shall be considered secondary and/or excess.
- 5. Cancellation Notice:** Commercial General Liability Insurance, Motor Vehicle Liability Insurance, and Liquor Liability Insurance as described above, shall include an endorsement stating the following: "It is understood and agreed that Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: (Mr. David Murphy, City of South Lyon, 335 S. Warren, South Lyon, MI 48178-1317)."
- 6. Hold Harmless Clause:** The Applicant shall submit a separate signed and dated document with the following language:

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

7. Proof of Insurance Coverage: The Contractor, or its subcontractors, shall provide the City of South Lyon at the time that the contracts are returned by him/her for execution, certificates and policies as listed below:

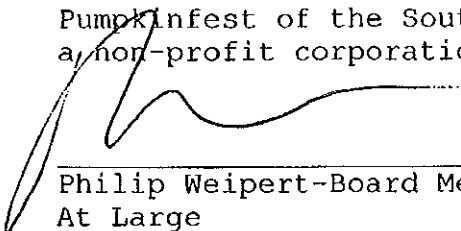
- a. Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance;
- b. Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
- c. Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
- d. Original Policy, or original Binder pending issuance of policy, for Owners' & Contractor, Protective Liability Insurance.
- e. If so requested, Certified Copies of all policies mentioned above will be furnished.

8. If any of the above coverages expire during the term of this contract, the Contractor, or its subcontractors, shall deliver renewal certificates and/or policies to City of South Lyon at least ten (10) days prior to the expiration date.

HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law the Pumpkinfest of the South Lyon Area, a non-profit corporation 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.

Pumpkinfest of the South Lyon Area,
a non-profit corporation



Philip Weipert-Board Member
At Large

Subj: **Pumpkinfest Ins. Cert & Request for Church Use**
Date: 8/26/2013 11:08:09 AM Eastern Daylight Time
From: Tom@mygarbageguy.com
To: PJWeipert@aol.com
Phil

The Church of Christ is honored to have the Pumpkinfest Parade use our parking lot as a drop off location at the start of the Pumpkinfest parade for 2013. As last year, we will have volunteers helping direct traffic at the east end of the parking lot and staff a refreshment table for those wanting a morning coffee, juice or water and donut on their way to the staging area. Please have some additional yellow vest or shirts for them to wear for their safety.

New for this year, we also will provide an area on the north end of the parking lot where parents can temporarily park their vehicle (10 minute limit) if they need to escort their child to the staging area. Even though it was described as "drop off only" last year, a number of parents were not comfortable in letting their children find their own way. This additional parking accommodation will hopefully remedy their concerns.

Tom Duncan
President
Duncan Disposal Systems, Inc
248-437-8600 p
734-323-7987 c
248-437-8604 f
tom@mygarbageguy.com
mygarbageguy.com

From: PJWeipert@aol.com [mailto:PJWeipert@aol.com]
Sent: Friday, August 23, 2013 10:40 AM
To: tlduncan@msn.com
Cc: PJWeipert@aol.com
Subject: Pumpkinfest Ins. Cert & Request for Church Use

Tom,

I have enclosed a copy of the Certificate of Insurance showing the Church, Lyon Trail Sub., Lyon Township & City of South Lyon as Additional Insureds.

I have also enclosed a copy of the Homeowner's Assoc. approval letter.

If acceptable, could you please send an e-mail allowing use of the Church parking lot for drop off during the pumpkinfest parade? I would deeply appreciate your help in this matter.

Phil

LYON TRAIL HOMEOWNERS ASSOCIATION

P.O. Box 884
South Lyon, MI. 48178

August 22, 2013

Lyon Township Board of Trustees
Charter Township of Lyon
58000 Grand River Avenue
New Hudson, MI. 48165

Subject: Pumpkinfest Parade Lineup

To Whom It May Concern:

The Lyon Trail Homeowners Association Board voted unanimously to, once again, allow the parade lineup to take place in Phase 1 of the Lyon Trail Subdivision. Upon completion of the lineup, the parade will exit onto Pontiac Trail and proceed north into the city of South Lyon. The Lyon Trail Homeowners Association Board agrees that there are inherent benefits to the neighborhood and the lineup will only cause minimal and temporary disruption. It is understood that the lineup will not impede traffic flow in or out of the subdivision. It is also understood that the Parade Committee would be responsible for cleaning up any litter resulting from the lineup. This letter can be used as Lyon Trail Homeowners Association approval to hold the 2013 Pumpkinfest Parade lineup in our subdivision. If you have questions, you can contact me at smichener@sbcglobal.net.

Sincerely,

Stan Michener

Stan Michener
President, Lyon Trail Homeowners Association.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/19/2013

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

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

PRODUCER	CANTOR INSURANCE GROUP, LLC. 28777 CENTRAL PARK BLVD SUITE 250 SOUTHFIELD MI 48076	CONTACT NAME: Robert Bourke PHONE (A/C No. Ext): (248) 848-0200 FAX (A/C No.): (248) 848-0202 E-MAIL: pbourke@cantorinsurance.com ADDRESS:
INSURED	PUMPKINFEST OF THE SOUTH LYON AREA PO BOX 696 SOUTH LYON MI 48178	INSURER(S) AFFORDING COVERAGE INSURER A: MARKEL INSURANCE CO. INSURER B: SCOTTSDALE INSURANCE INSURER C: AMERISURE MUTUAL INSURANCE CO. INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	POLICY NUMBER	POLICY EFF DATE (MM/DD/YYYY)	POLICY EXP DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENTL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO <input type="checkbox"/> LOC		MB00006308-1	08/19/2013	08/19/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOP AGG \$ 2,000,000
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS UMBRELLA LIAB EXCESS LIAB DED. RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in MI) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		CA4240026	09/02/2013	09/03/2014	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	LIQUOR LIABILITY		LL933629	09/02/2013	09/03/2014	PER OCCURRENCE 1,000,000 AGGREGATE 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
THE CITY OF SOUTH LYON AND CHARTER TOWNSHIP OF 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 IN RESPECT TO THE ACTIVITIES PERFORMED BY OR ON BEHALF OF THE NAMED INSURED AS IT PERTAINS TO THE ACTIVITIES OF PUMPKINFEST. The Certificate Holder is Named as Additional Insured as Respects to the General Liability.
Parade route starts at the Lyon Trail subdivision (Lyon Trail Road) and goes north along Pontiac Trail, then west on West Liberty Street, then right on South Warren Street, and end at Bartlett Elementary.
The limits of the festival are Pontiac Trail (between West Liberty Street and Whipple Street) and Lake Street (between North Wells Street and the alley just west of Pontiac Trail)
All Listed Additional Insureds, will be Forwarded a Notice of Cancellation, as Follows: 10-Days for Non Payment of Premium 30-Days for Non Renewal, Reduction and/or Material Change.

CERTIFICATE HOLDER	CANCELLATION	AI 001HEX
CHARTER TOWNSHIP OF LYON CITY OF SOUTH LYON	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/14/2013

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PRODUCER CANTOR INSURANCE GROUP, LLC. 26777 CENTRAL PARK BLVD SUITE 250 SOUTHFIELD MI 48076	CONTACT NAME: Robert Bourke PHONE (A/C, No., Ext.): (248) 848-0200 E-MAIL: preiler@cantorinsurance.com FAX (A/C, No.): (248) 848-0202
INSURED PUMPKINFEST OF THE SOUTH LYON AREA PO BOX 696 SOUTH LYON MI 48178	INSURER(S) AFFORDING COVERAGE INSURER A: MARKEL INSURANCE CO INSURER B: SCOTTSDALE INSURANCE INSURER C: AMERISURE MUTUAL INSURANCE CO. INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADD'L INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			MB00006308-1	08/19/2013	08/19/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			CA4240026	09/02/2013	09/03/2014	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATUTORY LIMITS \$ OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - FA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	LIQUOR LIABILITY			LI933629	09/02/2013	09/03/2014	PER OCCURRENCE 1,000,000 AGGREGATE 1,000,000

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

The Certificate Holder is Named as Additional Insured as respects to the General Liability.

Parade route starts at the Lyon Trail subdivision (Lyon Trail Road) and goes north along Pontiac Trail, then west on West Liberty Street, then right on South Warren Street, and end at Bartlett Elementary.

The limits of the festival are Pontiac Trail (between West Liberty Street and Whipple Street) and Lake Street (between North Wells Street and the alley just west of Pontiac Trail)

CERTIFICATE HOLDER

CANCELLATION

AI 001HEY

LYON TRAIL HOMEOWNERS ASSOCIATION
PO BOX 884
SOUTH LYON MI 48178

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

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/14/2013

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PRODUCER CANTOR INSURANCE GROUP, LLC. 26777 CENTRAL PARK BLVD SUITE 250 SOUTHFIELD MI 48076	CONTACT NAME: Robert Bourke	
	PHONE (A/C No. Ext.): (248) 848-0200 FAX (A/C No.): (248) 848-0202	
	E-MAIL ADDRESS: preller@cantorinsurance.com	
INSURED PUMPKINFEST OF THE SOUTH LYON AREA PO BOX 686 SOUTH LYON MI 48178	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: MARKEL INSURANCE CO	
	INSURER B: SCOTTSDALE INSURANCE	
	INSURER C: AMERISURE MUTUAL INSURANCE CO.	
	INSURER D:	
	INSURER E:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		MB00006308-1	08/19/2013	08/19/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (EA occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER					
	<input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					
C	AUTOMOBILE LIABILITY		CA4240026	09/02/2013	09/03/2014	COMBINED SINGLE LIMIT (EA accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS					PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS					
	<input checked="" type="checkbox"/> NON-OWNED AUTOS					
	UMBRELLA LIAB					EACH OCCURRENCE \$
	EXCESS LIAB					AGGREGATE \$
	<input type="checkbox"/> OCCUR					
	<input type="checkbox"/> CLAIMS-MADE					
	DED					
	RETENTIONS					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATU-TORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)					OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
B	LIQUOR LIABILITY		LL833628	09/02/2013	09/03/2014	PER OCCURRENCE 1,000,000
						AGGREGATE 1,000,000

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

The Certificate Holder is Named as Additional Insured as Respects to the General Liability.

Parade route starts at the Lyon Trail subdivision (Lyon Trail Road) and goes north along Pontiac Trail, then west on West Liberty Street, then right on South Warren Street, and end at Bartlett Elementary.

The limits of the festival are Pontiac Trail (between West Liberty Street and Whipple Street) and Lake Street (between North Wells Street and the alley just west of Pontiac Trail)

CERTIFICATE HOLDER

CANCELLATION

AI 001HEZ

SOUTH LYON CHURCH OF CHRIST 21860 PONTIAC TRAIL SOUTH LYON MI 48178	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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Subj: **Pumpkinfest Parade Rd. Closre Request**
Date: 8/23/2013 1:01:56 PM Eastern Daylight Time
From: PJWeipert@aol.com
To: Lyoung@lyontwp.org
CC: PJWeipert@aol.com

Lanny Young
Supervisor
Charter Township of Lyon

**Re: Road Closure-Pumpkinfest Parade
Pontiac Trail-Lyon Trail Sub. (Lyon Twp.) North to City Limits**

Dear Supervisor Young and the Honorable Trustees of Lyon Township,

Please consider this a formal request on behalf of the Pumpkinfest of the South Lyon Area, a non-profit corporation for **permission** to close Pontiac Trail on Saturday, September 28, 2013 from 10:00am until appx. 11:30am.

The Parade route begins with lineup in Lyon Trail Subdivision (Lyon Township) and proceeds north into the City of South Lyon to Liberty Street, then west to Warren Street, then north to Bartlett School.

I have enclosed Certificates of Insurance naming the Charter Township of Lyon, the City of South Lyon, Lyon Trail Subdivision and South Lyon Church of Christ as Additional Insureds. I have also attached an approval letter from the Lyon Trail Homeowner's Association.

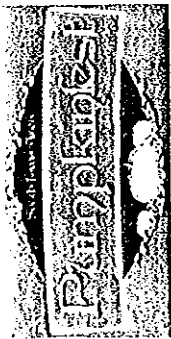
The Church of Christ is allowing the use of their parking lot as a drop off area and Tom Duncan has received the Certificate of Insurance. Tom is sending a letter granting permission. The Church members are participating and are working in their lot passing out refreshments.

I have enclosed a copy of the parade route.

Dana Johnston, (who usually handles the Memorial Day parade lineup), is handling the parade lineup and can be reached at 248-437-5046 and the Parade Application (copy attached) is on the southlyonpumpkinfest website.

If you need any further information or have any questions, please feel free to call me.

Phil Weipert-248-486-1100
Pumpkinfest of the South Lyon Area, Inc.
Parade Committee Member



2013 Pumpkinfest of the South Lyon Area Road Closure Approval (Friday, Saturday & Sunday)

Friday, September 27 through Sunday, September 29, 2013

Closure of Lafayette Street between Liberty and Whipple.

Closure of Lake Street between Wells and the alleyway behind the South Lyon Herald.

The road will be closed at 9:30 a.m. on Friday, September 27 and re-open at 8:00 p.m. on Sunday, September 29, 2012.

Business Name	Street Address	Print Name	Signature
Providence Medical Center	210 N. Lafayette	Kevin Breston	[Signature]
Tenpenny Furniture	124 N. Lafayette	Kelly Raster	[Signature]
Co. Reuter Salon	116 N. Lafayette	Harun Taylor	[Signature]
Driven Computers	116 N. Lafayette	CHRISTINE KOZATEK	[Signature]
Phillips Travel Service	110 N. Lafayette	Joe Kozatek	[Signature]
Auriel Jewelry Design	108 N. Lafayette	William T. Javard	[Signature]
Jarratt Architecture	108 N. Lafayette	Michelle Willis	[Signature]
Michelle's Hair Studio	104 N. Lafayette	Not at 9:30 Please - early 7:45 - 8:15 - with	[Signature]
Diane's Dollhouse	102 N. Lafayette	Donnie David	[Signature]
Quantum Real Estate - Bonnie David	129 N. Lafayette	KIM THOMPSON	[Signature]
Chamber of Commerce	127 N. Lafayette	JEFF TURBES	[Signature]
Michigan Wealth Management Group	125 N. Lafayette	Michelle Velarde	[Signature]
Law Office of Jenelle Velarde	125 N. Lafayette	KATHLEEN MCFALL	[Signature]
Kathleen's	117 N. Lafayette	Joan Fagin	[Signature]
Bullet Distributors	107 N. Lafayette		

Divine Yoga	105 N. Lafayette	Cheryl Wickham	Cheryl Wickham
Jan's Skin Spa	105 N. Lafayette	Janice Eldon	Janice Eldon
Grande Trunke Home	105 N. Lafayette	Susan Stave	Susan Stave
South Lyon Herald	101 N. Lafayette	Lisa Vernon	Lisa Vernon
Norm's Total Automotive	115 W. Lake	Norm Fultz	NORM FULTZ
Sweet Water Bar & Grill	101 S. Lafayette	Mazin Kassia	MAZIN KASSIA
South Lyon IGA	101 S. Lafayette	Mazin Kassia	MAZIN KASSIA
US Post Office	111 S. Lafayette	Dennis F. Wiczorek	Dennis F. Wiczorek
The Tuscan Café	101 S. Lafayette	Chelsea Barlow	Chelsea Barlow
Glazy Days	101 S. Lafayette	Chad Ostwine	Chad Ostwine
Dr. Pitak, DDS	110 E. Lake	Loel Wance	Loel Wance
Lyon Book Den	116 E. Lake	Chae Wista	Chae Wista
South Lyon Resale Shoppe	120 E. Lake	Marilyn Smith	Marilyn Smith
Lyon Theater	126 E. Lake	Holly Gerson	Holly Gerson
Craft Worx	134 E. Lake	Sharone McPherson	Sharone McPherson

SOLID GROUND 125 N.
COUNSELING LAFAYETTE

Debbie Little
Debbie Little

Han's Tae Kwan Do	131 E. Lake	<i>Entertainment</i>	DAN KAMMERER
Lake Street Tavern	127 E. Lake	<i>Wholesale</i>	MARY L. POOLE
State Farm Insurance	121 E. Lake	<i>Megane E. Whiting</i>	Megane McHenry
Lake Street Mercantile	115 E. Lake	<i>Wholesale</i>	
Bob's Barber Styling	111 E. Lake	<i>Colonial</i>	BOB MOHN



MEMO

DATE: August 2013
TO: City of South Lyon City Council
FROM: Pumpkinfest of the South Lyon Area
RE: Use of the City of South Lyon owned parking lot adjacent to Sweetwater Bar and Grill

Pumpkinfest of the South Lyon Area is requesting the use of the above stated parking lot from **9am on 9/27/13 through 8pm on 9/29/13**. The festival is intending to setup inflatables and bouncies in this lot and will work with SLPD and SLDPW on proper parking lot closure barricades. Also per the SLFD the alley directly adjacent to the Sweetwater Bar and Grill will be maintained clear from any obstructions.

I hear by support the use of the City of South Lyon parking lot adjacent to the Sweetwater Bar and Grill for above stated dates and times by the Pumpkinfest of the South Lyon organization.

Name: Gary Childs

Company / Organization: SL DDA Market

Date: 8/8/13 G

Name: [Signature]

Company / Organization: IGAT Sweetwater

Date: 8-21-13

APPROVAL OF ROAD CLOSURES-

Motion by _____, supported by _____

Resolved That Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permit to conduct the Pumpkinfest Parade on September 28, 2013 at 10:00 a.m. and the related street closures: Pontiac Trail from 9 Mile Road to Liberty Street.

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

VOTE:

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of South Lyon, County of Oakland, State of Michigan, at a regularly scheduled meeting of _____, 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: September 9, 2013

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Farmer's Market requesting use of Veteran's Parking Lot with extra hours and on Sunday

EXPLANATION OF TOPIC: The Farmer's Market Committee is requesting the use of Veteran's Parking Lot from 8:00 am to 5:00 pm on Saturday and Sunday September 28th and 29th which is the weekend of Pumpkinfest.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Request from Gary Childs, Farmer's Market Committee Chairperson.

POSSIBLE COURSES OF ACTION: Approve/do not approve use of the Veteran's parking lot on September 28th and 29th from 8:00 am to 5:00 pm.

RECOMMENDATION: Approve the use of Veteran's Parking Lot from 8:00 am to 5:00 pm on Saturday and Sunday September 28th and 29th.

SUGGESTED MOTION: Moved by, _____ seconded by, _____ to approve the use of the Veteran's Parking from 8:00 am to 5:00 pm on Saturday and Sunday September 28th and 29th for the Farmer's Market

David Murphy

From: gary@southlyoncycle.com
Sent: Thursday, September 05, 2013 1:26 PM
To: David Murphy
Subject: Pumpkinfest

David,
The Farmer's Market Committee would like to use the South parking lot at Lafayette and Liberty for the Saturday and Sunday of Pumpkinfest from 8 am to 5 pm. We would like to be open during the entirety of the Pumpkinfest celebration.

Gary Childs

AGENDA NOTE

New Business: Item #4

MEETING DATE: September 9, 2013

PERSON PLACING ITEM ON AGENDA: City Attorney, Planning Consultant

AGENDA TOPIC: Request for rezoning to PD Planned Development District and approval of preliminary (stage I) site plan and Ordinance first reading.

EXPLANATION OF TOPIC:

The Applicant Oakland 40, LLC, and its authorized agent and contract purchaser, Paul Elkow, submitted an application to rezone Parcel No. 80-21-20-176-002 located at the north end of Mill Street, immediately north of Kestrel Ridge Drive, approximately 39.39 acres, from R-2 (single family residential) to PD (planned development) and to approve the Preliminary (Stage I) Planned Development Site Plan for the development referred to as "Knolls of South Lyon."

The Preliminary (Stage I) Planned Development Site Plan of Knolls of South Lyon, May 2013, prepared by Washtenaw Engineering, Job No. 31064, File No. 9747, consists of 7 sheets, and was last revised June 7, 2013, contains, depicts and shows the following:

- i. 89 detached condominium units;
- ii. Minimum lot sizes of 7,200 square feet;
- iii. 18.06 acres for residential area;
- iv. 15.78 acres of open space including wetlands and preservation of mature stands of trees;
- v. 5.55 acres in proposed right of way within the proposed development;
- vi. A pedestrian trail system throughout the proposed development that allows residents and the public access to the natural features in the project and connects to the City's rail trail adjacent to the western boundary of the Property;
- vii. A single primary access point into the proposed development via North Mill Street;
- viii. A 12-foot wide emergency access into the proposed development through Lyon Boulevard.

Sheet 7 of the Preliminary (Stage I) Planned Development Site Plan is a parallel plan showing how the Property could be developed under the R-2 zoning district. The parallel plan contains 89 residential lots with minimum lots sizes of 10,000 square feet, and would require a roadway connection to the Eagle Heights subdivision through either Lyon Blvd or Grand Court to the south to meet the required maximum cul-de-sac length limit of 400 feet.

The Applicant's Preliminary (Stage I) Planned Development Plan also states the following reasons for the its request for rezoning from R-2 to PD:

- The Planned Development (PD) would save a large stand of approximately 2.5 acres of mature trees and retain the 89 units.
- The PD will provide a 20' buffer between Eagle Heights Subdivision and the Proposed development.
- The PD will provide 9.68 acres or 24.6% of open space excluding regulated wetland and 14.57 acres or 37% of open space including regulated wetland.
- The PD provides a trail system that allows residents and the public access to the natural features within this project and interconnects to the City's trail system.
- The PD will provide housing that is compatible with the surrounding developments.
- The PD provides a transition between the attached residential to the north and the detached residential to the south and east.
- The PD will not connect to the existing residential development causing increased traffic and disruption.
- The PD will provide emergency access to Lyon Boulevard.
- The PD sanitary sewer will drain to the existing pump station in Knollwood. This lift station has excess capacity for this development.

CIB Planning's Review also addresses the standards in Section 102-382 that must be met when considering a request to rezone to PD:

(a) The uses proposed will have a beneficial effect, in terms of public health, safety, welfare or convenience or any combination thereof, on present and potential surrounding land uses. The uses proposed will encourage a more efficient use of public utilities and services and lessen the burden on circulation systems, surrounding properties, and the environment. This beneficial effect for the city (not the developer) shall be one which could not be achieved under any other single zoning classification.

(b) The uses proposed shall be consistent with the master plan of future land use for the city.

(c) The zoning is warranted by the design and amenities incorporated in the development proposal.

(d) Usable open space shall be provided, at least equal to the total of the minimum usable open space which would be required for each of the component uses of the development. The city may, if deemed appropriate, require for planned developments more or less open space than that required by this chapter.

(e) Off-street parking sufficient to meet the minimum required by section 102-476 shall be provided and the city may, if deemed appropriate by the city require for planned developments more or less parking than that required by this chapter.

(f) Landscaping shall be provided so as to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property. The city may, if deemed appropriate, require for planned unit developments more or less landscaping than that required by this chapter.

(g) Vehicular and pedestrian circulation, allowing safe, convenient, uncongested and well-defined circulation within and to the district shall be provided.

(h) Natural and historical features of the district shall reasonably be protected and preserved.

Following its review and analysis of the foregoing PD rezoning standards, the application and the Preliminary (Stage I) Planned Development Site Plan, CIB Planning concluded:

The proposed rezoning application is well-prepared and shows that the applicant has put considerable thought into the layout. We therefore **recommend approval of the Preliminary PD Plan for the Knolls of South Lyon**, conditioned upon the emergency access drive being 20 feet wide and constructed of reinforced, decorative stamped concrete.

Procedure:

CIB Planning's Review sets forth the basic procedure for PD Planned Development rezoning. Pursuant to Section 102-383 through 102-386 the steps for PD rezoning are:

- (1) a public hearing and review of the rezoning request and Preliminary (Stage I) PD Planned Development Site Plan by the Planning Commission with a recommendation to City Council;
- (2) a review and action on the rezoning request and Preliminary (Stage I) PD Planned Development Site Plan by the City Council;
- (3) a review of the Final (Stage II) PD Planned Development Site Plan by the Planning Commission with a recommendation to City Council; and
- (4) a review and action on the Final (Stage II) PD Planned Development Site Plan by City Council.

The first step in the PD rezoning process was completed on August 8, 2013. The Planning Commission held a public hearing and approved a motion recommending that City Council approve the rezoning of the Parcel from R-2 to PD and recommending that City Council approve the Preliminary (Stage I) Planned Development Site Plan for the development known as Knolls of South Lyon.

The City Council must now take action on the rezoning application and Preliminary (Stage I) Planned Development Site Plan. Because a rezoning must be done by Ordinance, Council must approve two readings of the proposed Ordinance. Any approval of the Preliminary (Stage I) Site Plan will occur at the second reading.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- a. Application for rezoning
- b. Zoning Ordinance - Sections 102-381 through 102-392 - PD Planned Development
- c. Preliminary (Stage I) Planned Development Site Plan for Knolls of South Lyon
- d. CIB Planning Revised Rezoning Review dated June 18, 2013
- e. Fire Department Memo dated June 14, 2013
- f. Police Department Memo dated May 21, 2013
- g. Progressive AE Vehicular Access Review dated August 2, 2013
- h. HRC Site Plan review #2 dated May 30, 2013
- i. Proposed Ordinance No. __ - 13 to amend the Official Zoning Map of the City of South Lyon rezoning property from the R-2 (single family residential) to PD (planned development) and approving a Preliminary (Stage I) Planned Development Site Plan for Knolls of South Lyon.

POSSIBLE COURSES OF ACTION:

Approve/deny the first reading of Ordinance No. ____ - 13 to amend the Official Zoning Map of the City of South Lyon rezoning property from R-2 (single family residential) to PD (planned development) and approving a Preliminary (Stage I) Planned Development Site Plan for Knolls of South Lyon, as presented.

RECOMMENDATION:

Approve the first reading of Ordinance No. ____ - 13 to amend the Official Zoning Map of the City of South Lyon rezoning property from the R-2 District (single family residential) to the PD District (planned development) subject to approval of a Preliminary (Stage I) Planned Development Site Plan for Knolls of South Lyon at second reading.

SUGGESTED MOTION:

Motion by _____, seconded by _____ to approve the first reading of Ordinance No. ____ -13 to amend the Official Zoning Map of the City of South Lyon rezoning property from the R-2 District (single family residential) to the PD District (planned development) subject to approval of a Preliminary (Stage I) Planned Development Site Plan for Knolls of South Lyon at second reading.

City of South Lyon
Site Plan Review Application Form

The Following, To Be Completed By Applicant Prior To Submittal Of Site Plan:

1. Developers Name OAKLAND 40 LLC W/REPRESENTATIVE PAUL ELKOW
Address 296 SOUTH MAIN ST, PLYMOUTH, MI 48170
Phone Number 734-453-3230
2. Legal Property Owner SAME
Address _____
Phone Number _____
3. Site Plan Designers WASHTENAW ENGINEERING COMPANY
Name ROBERT J. WANTY
Address 3526 W. LIBERTY RD, SUITE 400, ANN ARBOR, MI 48103
Phone Number 734-761-8800
Registration Number 28666
4. Description of Proposed Development: X New _____ Addition
5. If an appeal of the strict application of the standards of the Zoning Ordinance is to be taken, please so indicate below.

Appeal Requested _____

For City Use Only:

Initial Site Plan Review fee paid (date) Paid \$650.00

Site Plan Application Number Paid \$2,000.00

_____ Residential Site Plan

_____ Non-Residential Site Plan

Version 2

HAZARDOUS SUBSTANCES REPORTING FORM FOR SITE PLAN

Note: This form should be completed and submitted as part of the site plan for all facilities.

Name of business: KNOLLS OF SOUTH LYON
Name of business owner: OAKLAND 40 LLC
Street and mailing address: 296 SOUTH MAIN ST, PLYMOUTH, MI 48170
Telephone: 734-453-3230

I affirm that the information submitted is accurate.

Owner's signature: _____
Information compiled by: _____

Part I- Management of Hazardous Substances and Polluting Materials

1. Y ☒ N Will the proposed facility expect to store, use or generate hazardous now or in the future? If yes, please complete this form and submit with your site plan.
2. Y ☒ N Will hazardous substances or polluting materials be reused or recycled on-site?
3. Y ☒ N Will any hazardous substances or polluting materials be stored on-site? If yes, identify the storage location on the site plan. Describe the size and type of secondary containment structure here, on an attached page, or as a detail on the site plan:

4. Y ☒ N Will new underground storage tanks be located less than 2000 feet from drinking water wells serving two or more establishments, or less than 300 feet from a single-family drinking water well?
5. Y ☒ N Are existing underground storage tanks on-site less than 200 feet from a drinking water well serving two or more establishments or less than 50 feet from a single-family household?

If the answers to #4 or #5 are yes, current or proposed activities may be in violation of State of Michigan underground storage tank regulations. Michigan Department of Environmental Quality, Environmental Response Division: 734-953-0241.

6. ☒ Y ☐ N Will the interior of the facility have general purpose floor drains? * If yes, will the floor drain connect to: (circle one)
- ☒ a. Sanitary sewer system
 - ☐ b. On-site holding tank; or
 - ☐ c. On-site system approved by the Michigan Department of Environmental Quality in accordance with groundwater Discharge permit requirements (administered by Waste Management Division).

*Note: General purpose floor drains should not be connected to a storm drain, dry well, or septic system.

7. ☐ Y ☒ N Will hazardous substances or polluting materials be stored, used, or handled out-of-doors near storm drains which discharge to lakes, streams, or wetlands? If yes, describe the type of catch basin or spill containment facilities, which will be used (use an attached sheet with diagram, if appropriate):
-
-
-

Additional information may be requested by the local government to assure that site plans comply with local, county and state environmental protection requirements. (Part II on Following Page)

South Lyon, Michigan, Code of Ordinances >> - CITY CODE >> Chapter 102 - ZONING >> ARTICLE VI. - DISTRICT REGULATIONS >> DIVISION 14. - PD PLANNED DEVELOPMENT DISTRICT >>

DIVISION 14. - PD PLANNED DEVELOPMENT DISTRICT

Sec. 102-381. - Intent.

Sec. 102-382. - Standards for planned development districts.

Sec. 102-383. - Procedure for application.

Sec. 102-384. - Acceptance and approval of preliminary (stage I) site plan and rezoning.

Sec. 102-385. - Final plan submittal (stage II site plan) (prior to building permit).

Sec. 102-386. - Stage II site plan; approval of site plan.

Sec. 102-387. - General design standards.

Sec. 102-388. - Required conditions.

Sec. 102-389. - Deviations from approved planned development final site plan.

Sec. 102-390. - Filing of zoning amendment.

Sec. 102-391. - Time limitations.

Sec. 102-392. - Fees.

Secs. 102-393—102-405. - Reserved.

Sec. 102-381. - Intent.

The PD planned development district is intended to permit the private or public development or redevelopment of areas throughout the city which shall be substantially in accord with the goals and objectives of the master plan of future land use for the City of South Lyon. The use patterns of the areas involved shall provide a desirable environment and shall be harmonious to the general surrounding uses permitting flexibility in overall development while ensuring the highest of safeguards and standards for public health, safety, convenience and general welfare. Such planned development district may embrace a mixture of one or more distinct uses or zoning categories, in the vertical or horizontal plane. A planned development district shall encourage the use of land in accordance with its character and adaptability; conserve natural resources and energy; encourage innovation in land use planning; and bring about a greater compatibility of design and use.

(Ord. of 2-13-95(2), § 5.355)

Sec. 102-382. - Standards for planned development districts.

- (a) The uses proposed will have a beneficial effect, in terms of public health, safety, welfare or convenience or any combination thereof, on present and potential surrounding land uses. The uses proposed will encourage a more efficient use of public utilities and services and lessen the burden on circulation systems, surrounding properties, and the environment. This beneficial effect for the city (not the developer) shall be one which could not be achieved under any other single zoning classification.
- (b) The uses proposed shall be consistent with the master plan of future land use for the city.
- (c) The zoning is warranted by the design and amenities incorporated in the development proposal.
- (d) Usable open space shall be provided, at least equal to the total of the minimum usable open

space which would be required for each of the component uses of the development. The city may, if deemed appropriate, require for planned developments more or less open space than that required by this chapter.

- (e) Off-street parking sufficient to meet the minimum required by section 102-476 shall be provided and the city may, if deemed appropriate by the city require for planned developments more or less parking than that required by this chapter.
- (f) Landscaping shall be provided so as to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property. The city may, if deemed appropriate, require for planned unit developments more or less landscaping than that required by this chapter.
- (g) Vehicular and pedestrian circulation, allowing safe, convenient, uncongested and well-defined circulation within and to the district shall be provided.
- (h) Natural and historical features of the district shall reasonably be protected and preserved.

(Ord. of 2-13-95(2), § 5.360)

Sec. 102-383. - Procedure for application.

Application shall be made to the city council for consideration under this district. The person applying shall be required to make a submittal of the following material for review and recommendation by the planning commission:

- (1) A property area survey of the exact area being requested (scale: 1" = 100').
- (2) A proof of ownership of land being requested for rezoning.
- (3) A topography map of the entire area at a contour interval showing two-foot changes in elevation. This map shall indicate all natural and manmade features (scale 1" = 100'). In those instances where more detailed topography is deemed necessary the city may request a contour interval of one foot. Where extreme slopes exist the city may allow a contour interval of five feet.
- (4) A preliminary plan of the entire area carried out in such detail as to show the land use being requested, the densities being proposed where applicable, the system of collector streets, and off-street parking system.
- (5) A preliminary plan layout or an overlay of such plan on a currently available aerial photo of the site and its immediate surroundings.
- (6) A written statement explaining in detail the full intent of the sponsor indicating the specifics of the development plan as it relates to the type of dwelling units contemplated and resultant population; the extent of nonresidential development and the resultant traffic generated and parking demands created; and providing supporting documentation such as but not limited to: market studies, supporting land use request, and the intended scheduling of development and such other studies as the city council or planning commission may require.

(Ord. of 2-13-95(2), § 5.365)

Sec. 102-384. - Acceptance and approval of preliminary (stage I) site plan and rezoning.

Approval of the preliminary plan by the city council shall be effective for a period of two years and such accepted plan may be renewed upon expiration of said two-year period provided conditions have not changed that would be cause for denial of such extension. In reviewing and approving the plan, the following procedures and conditions shall be followed:

- (1) The preliminary plan shall be reviewed and a recommendation shall be made by the planning commission after public hearing to the city council relative to the plan's meeting the intent and the requirements of the master plan of future land use and for the rezoning of the property to PD district. Such rezoning shall be contingent on approved stage II plans becoming part of such rezoning. The hearing for the preliminary plan may also, with proper notification and advertising, be the hearing for rezoning of the property to a planned development district.
- (2) Approval of the preliminary plan shall be given only after public hearing by the planning commission and shall not constitute final site plan approval. Rezoning procedures under this division will rely on the plan submitted for both stage I and stage II and the supporting documentation and the plan, therefore, is basic to the rezoning.
- (3) Once an area has been rezoned to a PD district, no development shall take place therein nor use made of any part thereof except in accordance with the preliminary plan as originally approved, or in accordance with an approved amendment thereto.
- (4) Approval of the preliminary plan by the city council shall not constitute approval of the final site plan. It shall be deemed as approval of the land use plan submitted and shall serve as a guide in the preparation of the final plan.
- (5) The proposed PD district shall be of such area as to represent a sound carrying out of the master plan of land use, it not being the intention of this district that an unrelated parcel by parcel rezoning be effectuated.
- (6) The zoning ordinance amendment which effectuates the rezoning to the PD district shall refer to and incorporate by reference the stage I site plan and the stage II site plan and such zoning amendment shall be carried out in accordance with rezoning procedures of this chapter.

(Ord. of 2-13-95(2), § 5.370)

Sec. 102-385. - Final plan submittal (stage II site plan) (prior to building permit).

A presentation of the final site plan shall be made to the planning commission for review and recommendation to the city council of the following:

- (1) A final overall site plan for the entire area being requested under this PD district shall be submitted. This plan shall be worked out in detail showing specific uses, building location, off-street parking, street alignments, open spaces and other physical plan details being proposed. Supporting documentation in the form of building plans, and schedule of construction shall be submitted. The final site plan shall conform to all site plan requirements and all site plan review requirements of this chapter.
- (2) The final plan shall reflect and adhere to those use patterns as approved in the preliminary plan. Standards for building bulk and off-street parking shall be equal to at least the minimum standards set forth for like uses in article VII, division 2, of this chapter and off-street parking requirements of sections 102-476 and 102-477

(Ord. of 2-13-95(2), § 5.375)

Sec. 102-386. - Stage II site plan; approval of site plan.

Approval of the final site plan shall be effective for a period of three years. If development is not completed in this period, the planning commission shall review progress to date and make a recommendation to the city council as to action relative to permitting continuation under an extension of the original approval. In reviewing and approving the final plan, the following conditions shall be set forth:

- (1) A stage II certificate of compliance may be granted by the city after review and recommendations are made, that the stage II site plan is accepted and approved by the planning commission.
- (2) All dedications of public rights-of-way or planned public open spaces shall be made prior to any construction taking place on the site and shall be recorded by the developer.
- (3) In residential use areas, any prorated open space shall be committed by dedication to an association of residents, either as rights-in-fee, easement, or in a master deed and retained as open space for park, recreation and related uses. All lands dedicated in fee or easement shall meet the requirements set forth by the city council. Provisions satisfactory to the city council shall be made to provide for the financing of any improvements shown on the plan for open spaces and common use areas which are to be provided by the applicant, and including maintenance of such improvements by a means satisfactory to the city council. This may include a development agreement. Such documents shall be recorded with the county register of deeds.
- (4) In those instances where a subdivision plat is being utilized as a planned development or a part of such development, the procedures and expiration dates of the Plat Act shall govern.

(Ord. of 2-13-95(2), § 5.380)

Sec. 102-387. - General design standards.

- (a) All regulations applicable to setbacks, parking and loading, general provisions, and other requirements shall be met in relation to each respective land use in the development based upon zoning districts in which the use is listed as a permitted use or use permitted subject to special conditions.
- (b) Residential density shall be regulated as follows:
 - (1) The maximum permitted residential density for single-family dwelling shall not exceed the density allowed for the area currently zoned single-family as shown on the zoning district map. Yard setbacks for the R-2 district shall apply.
 - (2) The maximum permitted residential density for multiple-family areas shall not exceed the requirements of the RM-2 district and shall meet setback requirements of the RM-2 district.
- (c) Requirements for height, bulk and density for all nonresidential uses shall be in accord with zoning district standards most nearly reflecting policies in the city's master plan.
- (d) Density calculations shall meet the following requirements:
 - (1) Land areas to be used in calculating gross densities as provided in this section shall each be delineated on the stage I plan and the stage II plan so that the acreage and density computations can be confirmed.
 - (2) The land area used for calculating gross residential density shall include the total residential land area designated on the plan, where applicable, less any area within existing public street rights-of-way.
 - (3) The planning commission may require, as part of a final site plan review of a phase of a PD, that land shown as open space on the approved plan to be held in reserve as part of the phase to be developed, in order to guarantee that density limits for the entire approved PD will not be exceeded when the subject phase is completed. Such reserved land may be included in the development of subsequent phases if the density limits will not be exceeded upon completion of that phase or if other land is similarly held in reserve.

- (4) The surface area of lakes, streams, ponds (natural, manmade, or stormwater retention), marshlands, and similar areas may be included in the acreage used for calculating density if at least 50 percent of the frontage of such areas are part of lands devoted to parks and open space used for and accessible to all residents to the PD district.
 - (5) Common open space, other common properties and facilities, individual properties, and all other elements of a PD district are so planned that they will achieve a unified open space and recreation area system, with open space and all other elements in appropriate locations, suitably related to each other, the site and surrounding lands.
 - (e) To the maximum extent feasible, the development shall be designed so as to preserve natural resources and natural features.
 - (f) There shall be a perimeter setback and berming, for the purpose of buffering the development in relation to surrounding properties. Such perimeter setback shall be established in the discretion of the planning commission taking into consideration the use or uses in and adjacent to the development. The setback distance need not be uniform at all points on the perimeter of the development.
 - (g) Thoroughfare, drainage, and utility design shall meet or exceed the standards otherwise applicable in connection with each of the respective types of uses served.
 - (h) There shall be underground installation of utilities, including cable, electricity and telephone, as found necessary by the city council, upon the recommendation of the planning commission.
 - (i) Signage, lighting, landscaping, building architecture and materials, and other features of the project, shall be designed to achieve an integrated and controlled development, consistent with the character of the community, surrounding development or developments, and natural features of the area.
 - (j) Where nonresidential uses adjoin residentially zoned property, noise reduction and visual screening mechanisms such as landscape berms and/or decorative walls shall be employed.
- (Ord. of 2-13-95(2), § 5.385)

Sec. 102-388. - Required conditions.

Before approving the plan in either the preliminary stage I site plan or final stage II plan submittal, the planning commission and the city council shall determine that:

- (1) The cost of installing all streets, sidewalks, bike paths, street lights, park areas and necessary utilities and maintenance thereof has been assured by a means satisfactory to the city council. The city council shall have the option of requiring suitable guarantee in a form suitable to the city for the provision of any or all site improvements.
- (2) The final plan of each project area of the approved plan is in conformity with the overall approved plan. Any changes or amendments requested shall terminate approval of the preliminary plan until such changes or amendments have been reviewed and approved as in the instance of the first submittal, it being the intent of this section that no other administrative or board of appeals action shall constitute official approval of such changes or amendments to the preliminary plan. Denial by the city council of any requested changes or amendments shall not void the originally approved plan.
- (3) Proceeding with a planned development district shall only be permitted if it is mutually agreeable to the city council and the developer.

(Ord. of 2-13-95(2), § 5.390)

Sec. 102-389. - Deviations from approved planned development final site plan.

Minor changes to a previously approved planned development site plan may be approved without necessity of planning commission or city council action thereon if the building inspector certifies in writing that the proposed revision constitutes a minor alteration and does not alter the basic design nor any specific conditions of the plan as agreed upon by planning commission and city council. The building inspector shall record all such changes on the original PD site plan and shall advise planning commission and city council of all said minor revisions within 15 days of said administrative approval. Minor alterations or revisions under this section shall be limited to:

- (1) Addition or relocation of fire escapes.
- (2) Shifting of building heights and elevations, providing such shifting does not exceed ten percent of the previously approved dimension and providing such shifting does not significantly alter the conceptual integrity of the plan.
- (3) Construction of additional, or alteration of, approved sidewalks, provided that the full intent of pedestrian movement through and around the site is not inhibited thereby.
- (4) Shifting of, additions to, changes in species of landscape materials, provided that such change does not reduce minimum landscape requirements.
- (5) Relocation of refuse collection stations.
- (6) Internal rearrangement of parking lots and curb cut locations, not including the relocation of parking lots, provided such functional rearrangement does not reduce the total number of parking spaces required, and further provided that the minimum landscape requirements are maintained, and further provided that such rearrangement does not inhibit good traffic flow or circulation.
- (7) Any decrease in building size or changes in bedroom counts per dwelling unit in no more than ten percent of the total number of units.
- (8) Installation of recreational or maintenance facilities that do not require erection of a structure intended for human use or occupancy.

(Ord. of 2-13-95(2), § 5.395)

Sec. 102-390. - Filing of zoning amendment.

Upon adoption by the city council of the zoning amendment, the site plan, building elevations and other development proposals including the proposed uses shall become an integral part of the zoning amendment to the PD district and for purposes of recordation, shall be referred to as "Planned Development No. _____." All approved plans shall be filed with the city clerk and the building inspector.

(Ord. of 2-13-95(2), § 5.400)

Sec. 102-391. - Time limitations.

The granting of preliminary site plan approval by the city council shall be subject to the expiration time as set forth in section 102-131(g) for preliminary site plan approvals. The granting of final site plan approval by the city council shall be subject to the same expiration time limitations as set forth in section 102-131(g). Additionally, in the case of final site plan approval for development in a PD district where, upon expiration of a previously approved final site plan by the city council, and for which no extension has been requested by the applicant as set forth and regulated in section 102-131(g), the PD zoning district designation on the property shall automatically revert to the zoning district that existed on the property before it was zoned PD.

Editor's note—

An ordinance adopted May 22, 2006, repealed the former § 102-391, and enacted a new § 102-391 as set out herein. The former § 102-391 pertained to fees and derived from Ord. of 2-13-95(2), § 5.405.

Sec. 102-392. - Fees.

Fees for legal, engineering and planning review of the site plans shall be established by the city council. In the event the time limit on an approved site plan has expired, any submittal of the site plan thereafter for re-approval by the applicant shall be assessed the full current site plan review fee as though the site plan was being submitted for the first time.

(Ord. of 5-22-06)

Secs. 102-393—102-405. - Reserved.



CIB PLANNING

June 18, 2013

Planning Commission
City of South Lyon
335 S. Warren Street
South Lyon, MI 48178

Attention: Ms. Debbie Nogle, Administrative Assistant

Subject: **Knolls of South Lyon PD, Planned Development District *Revised* Rezoning Review**
Approximately 40.13 acres located west of Huron Valley Trail, north of Krestrel Ridge Drive, south of Knollwood Drive, and east of Eagle Heights Drive. Revised plans dated 6-7-13.

Dear Commissioners:

We have reviewed the above application from the Oakland 40 LLC to rezone the subject undeveloped site from R-2, One-Family Residential to PD, Planned Development District. A single-family residential development with 89 lots is proposed, meeting the use requirement in the R-2 One-Family zoning district. A Planned Development rezoning, and associated Preliminary PD Plan, is being requested to allow relief with a handful of lot sizes in exchange for the preservation of usable open space. A parallel plan has been provided along with information regarding natural features on the site.

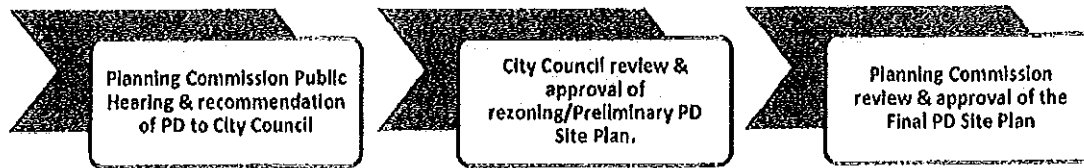
In making a decision on this request, the Planning Commission should apply appropriate standards in consideration of our review, additional comments from the applicant, and relevant factual new information raised at the public hearing. Based upon a visit to the site and our review of the application, the zoning ordinance and city master plan, we offer the following comments for your consideration:

REVIEW PROCESS

A PD, Planned Development request involves a three-step process that includes: (1) a public hearing and review of the rezoning request and Preliminary PD Plan by the Planning Commission; (2) review and action by the City Council; and (3) review and approval of the Final PD Plan by the Planning Commission. A Planned Development Agreement can be required to ensure protection of open space and other elements but since this is proposed to be a site condominium, condominium documents must be prepared and will possibly achieve the same objectives.

17195 Silver Parkway, #309
Fenton, MI 48430

Phone: 810-335-3800
Email: avantini@cibplanning.com



LOCATION AND DESCRIPTION

As shown in the following table, the subject site is surrounded by a public high school to the west, detached single-family residential to the east, attached single-family residential to the north, and a combination of industrial and detached single-family residential to the south. The subject property is accessed to the south from N. Mill Street and this appears to be the only current means of access from a public road. With regard to natural features, the site does have steep slopes, wetlands (including an open water body) and woodlands. A walking trail runs along the west property line and is the location of a former railroad line.

Surrounding Land Use and Zoning			
	Existing Use	Zoning	Future Land Use / Master Plan
Subject Property	Vacant	R-2, One-Family Residential	Industrial
North	Attached Single-Family Residential	R-2, One-Family Residential	One-Family Residential
South	Industrial & Single-Family Residential	I-1, Light Industrial & R-3, One-Family Residential	Industrial & One-Family Residential
East	Single-Family Residential	R-1, One-Family Residential & R-2, One-Family Residential	One-Family Residential
West	Public High School	R-1, One-Family Residential	Schools

As mentioned in our previous rezoning review for this property, the Future Land Use Map in the City of South Lyon Master Plan identifies the subject site as Industrial. Last year, the City of South Lyon determined that the Master Plan no longer adequately addressed the land use needs of the community and initiated a complete re-write of a new plan. This Master Planning process is nearing completion and the Planning Commission is currently reviewing a preliminary draft of the plan. We anticipate that the new Future Land Use designation will be One-Family Residential; more closely matching the current zoning designation and proposed PD rezoning request.

REZONING REVIEW STANDARDS

Section 102-382 of the zoning ordinance lists the following standards that must be met for consideration of a Planned Development rezoning request:

(a) The uses proposed will have a beneficial effect, in terms of public health, safety, welfare or convenience or any combination thereof, on present and potential surrounding land uses. The uses proposed will encourage a more efficient use of public utilities and services and lessen the burden on circulation systems, surrounding properties, and the environment. This beneficial effect for the city (not the developer) shall be one which could not be achieved under any other single zoning classification.

Review Comment: The proposed use will be the same under the current or proposed zoning designation.

(b) The uses proposed shall be consistent with the master plan of future land use for the city.

Review Comment: As mentioned above, the current future land use designation of Industrial is outdated and likely to be changed in the new South Lyon Master Plan.

(c) The zoning is warranted by the design and amenities incorporated in the development proposal.

Review Comment: Given the unique characteristics of the site (wetlands, woodlands, steep topography, limited access, etc.) a Planned Development is more appropriate than a project developed under R-2, One-Family Residential zoning regulations. It will allow for greater protection of natural features along with improved access to open space for residents.

(d) Usable open space shall be provided, at least equal to the total of the minimum usable open space which would be required for each of the component uses of the development. The city may, if deemed appropriate, require for planned developments more or less open space than that required by this chapter.

Review Comment: The amount of usable open space potentially available is greater than that provided under R-2, One-Family Residential zoning regulations.

(e) Off-street parking sufficient to meet the minimum required by section 102-476 shall be provided and the city may, if deemed appropriate by the city require for planned developments more or less parking than that required by this chapter.

Review Comment: The amount of parking required under the proposed PD rezoning will be the same as that under the current R-2 zoning designation.

(f) Landscaping shall be provided so as to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property. The city may, if deemed appropriate, require for planned unit developments more or less landscaping than that required by this chapter.

Review Comment: Since this is a single-family residential development, most of the required landscaping will be at the entryway. Any additional landscaping needed to buffer properties or define open space areas will be determined under Final PD review.

(g) Vehicular and pedestrian circulation, allowing safe, convenient, uncongested and well-defined circulation within and to the district shall be provided.

Review Comment: Vehicular access to the property will be the same under either a PD- or R-2-zoned development. The proposed PD Preliminary Plan provides a far more extensive pedestrian pathway system than could be achieved under a traditional R-2 zoned project, due primarily to the increased amount of open space.

(h) Natural and historical features of the district shall reasonably be protected and preserved.

Review Comment: The primary benefit of this PD rezoning is the protection of significant natural features on the site. Under traditional zoning the wetlands will still be protected but other open space areas, including land occupied by steep slopes, would instead become part of private yards.

PRELIMINARY PD PLAN REVIEW COMMENTS

1. Overall Density. The parallel plan submitted indicates that the number of units obtained under the proposed PD zoning is the same as if the project were developed under the current R-2 designation. The use of smaller lot sizes under the proposed Preliminary PD plan will create more usable open space and minimize the amount of infrastructure required (and impact on stormwater).

2. Lot Requirements. The current R-2 District requires a minimum lot area of 7,200 square feet and a minimum lot width of 60 feet. All of the lots on the Preliminary PD Plan meet the minimum 7,200 square foot area requirement and it appears that only five (5) of the 89 lots are less than 60 feet in width. These lots are located on the cul-de-sacs at the end of Mill Street and Jennifer Court. These lots are also larger than most of the other lots so the width is not an issue. It appears that the R-2 yard setback requirements can be met, and a note stating such should be added to the plan.

3. Open Space. Aside from the wetland areas that would have to be maintained anyway, the primary open spaces are located: (1) on the southeast corner of the site, where a significant amount of trees and steep slopes are located; and (2) directly behind lots #80-#88. This represents a significant amount of open space and will allow for development of a pedestrian trail system that connects with the rail trail. It also creates a nice open space area down the spine of the development.

4. Landmark Trees Survey. A review of the submitted tree survey indicates that many of the landmark trees identified in the #500 to #700 range could not be located on the map. The applicant has indicated that most of these trees are located in the undisturbed wooded area at the southeast corner of the site, immediately south of the large wetland.

5. Road Access. The potential for a second direct means of access to the property is limited and would result in the removal of natural features, if access is even possible. The resulting benefit to traffic flow would be minimal and not worth the impact it would have on the existing road network and neighborhood. Instead, an emergency access is proposed at the end of Stephanie Court for

police and fire vehicles. This would only be used in the event the entry from Mill Street was blocked. Details for the surface and maintenance of the access connection have to be worked out during Final PD Plan review. We would like to note, however, that Sheet 6 indicates the emergency access drive will be 12 feet wide and constructed of Limestone with grass pavers. The Fire Chief, Mike Kennedy, has indicated that this is unacceptable and we jointly recommend a 20 foot wide access drive made of stamped, decorative concrete that is capable of having a fire truck drive over it.

6. Conceptual Building Elevations. The Planning Commission has indicated that they would like the houses constructed in the development to have an attractive, quality appearance. Although building elevations are reviewed at the time of Final PD Approval, we recommend that the applicant present preliminary examples of elevations proposed for the development.

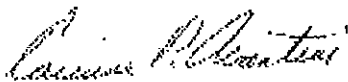
RECOMMENDATION

The proposed rezoning application is well-prepared and shows that the applicant has put considerable thought into the layout. We therefore recommend approval of the Preliminary PD Plan for the Knolls of South Lyon, conditioned upon the emergency access drive being 20 feet wide and constructed of reinforced, decorative stamped concrete.

If you have any further questions, please contact us at 810-335-3800.

Sincerely,

CIB PLANNING

A handwritten signature in cursive script, appearing to read "Carmine P. Avantini".

Carmine P. Avantini, AICP



SOUTH LYON FIRE DEPARTMENT

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

MEMO

To: David Murphy, City Manager

From: Mike Kennedy, Fire Chief

Date: June 14, 2013

Reference: Knolls of South Lyon Preliminary Planned Development Plan – May 2013

I. Emergency Access Road

This development has a single access road, which could create emergency entrance and egress issues. Potential strategies for my concerns to be mitigated include additional access roads and / or the installation of approved automatic sprinkler systems in accordance with Section 903.3.1.1, 903.3.1.2, or 903.3.1.3 of the 2006 Edition of the *International Fire Code*.

The 2006 Edition of the *International Fire Code* Section 503.1.2 states, "Additional access. The fire code official is authorized to require more than one fire apparatus access road based on the potential for impairment of a single road by vehicle congestion, condition of terrain, climatic conditions or other factors that could limit access."

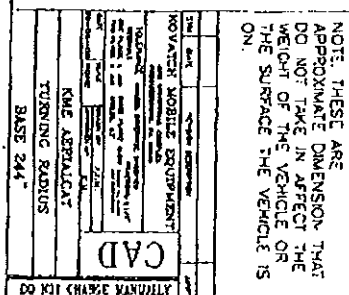
I am not approving the use of grass pavers. Additionally, the minimum allowable width is 20'.

My denial of the use of grass pavers is concern over long-term maintenance of the right of way and winter access when there is snow cover.

Any emergency access shall comply with the *International Fire Code*, Section 503 and Appendix D (attached).

II. Ladder Truck Turn Radius

The cul-de-sacs need to be large enough to accommodate the turning radius of our ladder truck. The ladder truck requires a turning radius of 39'7", curb to curb radius of 40'2", and wall to wall radius of 43'4".



SOUTH LYON POLICE DEPARTMENT

Lloyd T. Collins
Chief of Police



Memorandum

To: David Murphy, City Manager

From: Chief Lloyd T. Collins *JTC*

Subject: Preliminary Site Plan for Knolls of South Lyon

Date: May 21, 2013

07/01/13
T.T. - Carmine Avanti
810.335.3800

Discussed traffic flow
(peak times) & public
safety need for second
access/egress road that
remains open 24/7.
JTC
(Carmine will stress need
to planning comm.)

I have reviewed the above-captioned site plan, which was forwarded to the Police Department for comment. I also conducted a visual inspection of the area in question.

Based upon my review I have the following concerns, from a law enforcement perspective, with respect to the site plan submitted at this time.

It appears that the only one access road, (N. Mill St.), is provided into the planned development. I believe that one access point into a complex containing 89 residential units is inadequate. It would be advisable to provide residents an alternative means to enter and exit the complex, especially during peak traffic periods or emergencies.

It is essential to provide a secondary access point for public safety vehicles in case N. Mill Street is impassable or inaccessible during an emergency. Emergency response times to units furthest from N. Mill St. within the development would also be significantly reduced by providing a second access road.

To: Carmine Avantini, AICP
CIB Planning

From: Peter C. LaMourie, P.E. PTOE

Date: August 2, 2013

Re: Proposed Knolls of South Lyon
Vehicular Access Review

File No: 71960002/002

Copy: file

Progressive AE has completed a brief review of the proposed preliminary site plan (dated June 7, 2013) for the above project in South Lyon, Michigan. Our comments regarding the proposed site access are as outlined below.

Overview

Current plans call for the development of 89 single-family homes on a 39-acre site in South Lyon. As proposed, primary access to the homes would be provided by one driveway/street, an extension of the existing Mill Street that would enter the site at its southern end. A secondary, emergency only, access point is planned that would connect from the existing Lyon Boulevard cul-de-sac to a proposed site cul-de-sac, also located along the south side of the project site. It is our understanding that one of the community's emergency services has expressed concerns over the lack of a second full time/standard access point.

Review/Comments

Based upon our review of the proposed plans, the development's location within the city, and knowledge of typical access standards and requirements, we offer the comments noted below.

Typically, any such development needs at least a secondary access for emergency vehicles once it reaches the 30 to 50-unit level, and that appears to have been addressed. We can understand the concerns regarding the need for a second standard access point for any development approaching 100 units. However, once a secondary emergency access is in place, a second standard access becomes more of a function of street capacity, not accessibility. To that end, the Mill Street connection will easily be able to accommodate the +/- 900 vehicle trips that will be generated on an average day by the proposed development.

Other reasons we believe the proposed access is appropriate for this development include:

- There appear to be significant access constraints within and around the development site including a converted pathway and school on the west, a private development to the north (private streets), and wetlands and/or other development on the east and south;

Memorandum



- The internal loop street layout will provide a level of alternative routing for residents; and
- The Mill Street access point is in a location that would provide fairly direct access by the fire department and potentially other emergency services coming from the south.

In summary, it is our opinion that the proposed access and internal street layout, along with the secondary emergency access, will provide a fairly safe and efficient system for its end users. Please let us know if you have any questions regarding the above comments.

Peter C. LaMourie, P.E. PTOE



HUBBELL, ROTH & CLARK, INC
Consulting Engineers

Principals
George E. Hubbell
Thomas E. Biehl
Vester H. Alx
Peter T. Roth
Michael D. Waring
Keith D. McCormack
Nancy M.D. Faughl
Daniel W. Mitchell

Senior Associates
Gary J. Tressel
Kenneth A. Melchior
Randall L. Ford
David P. Wilcox
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Associates
Jonathan E. Booth
Michael C. MacDonald
Marvin A. Olane
William R. Davis
Jesse B. VanDeCreek
Robert F. DeFraix
Marshall J. Graziosi
Thomas D. LeGross
Dennis J. Benoit
James F. Burton
Jane M. Graham
Donna M. Martin
Charles E. Hart

May 30, 2013

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

Attention: Mr. Scott Lanam, Chair
City of South Lyon Planning Commission

Re: Oakland 40
Site Plan Review #2

HRC Job No. 20130044.02

Dear Mr. Lanam:

We have reviewed the submitted preliminary site plan for the Oakland 40 as prepared by Washtenaw Engineering Co. cover sheet dated May 15, 2013. Plan sheets 2-7 are dated February 28, 2013. Based on our review of the submitted Site Plan, we offer the following comments:

General:

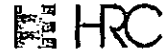
1. The applicant did not include the complete Site Plan Review Application Form. This office is receipt of the cover sheet only. The entire Site Plan Review Application Form should be submitted and filled out entirely.
2. There are two (2) separate configurations included. There is a Preliminary Site Plan in addition to an Alternative Site Plan include with the drawings. The City planner should review the specific lot layouts for sufficient set back requirements in addition to the lot data as listed on plan sheet No. 6 for compliance with the City Code and development standards.
3. It must be noted that the Preliminary Site Plan shown on plan sheet No. 6 results in a single point of ingress and egress for the entire proposed development that is depicted to service 89 total units. City police and fire should evaluate with regard to public safety services.
4. In Site Plan Review #1 prepared by this office it was stated that upon our review of the utility maps for the properties adjacent to the Oakland 40 site, we can report that existing City utilities (sanitary sewer, storm sewer & water main) are adjacent to the site. The size and adequacy of the existing adjacent City utilities can be evaluated once the utility design for subject site development has been prepared and submitted for the Preliminary Site Plan review.
5. There are currently no proposed utilities (sanitary sewer, storm sewer & water main) shown for the subject site. This is a Site Plan Review checklist requirement and cannot be reviewed properly until such a time that the proposed utility information is submitted for review. All proposed utility design shall be in conformance with the current City of South Lyon Standard Engineering Specifications.

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

Engineering. Environment. Excellence.

Mr. Scott Lanam
May 30, 2013
HRC Job Number 20130044
Page 2 of 2



This office is available to discuss the particulars of this review with the Applicant or his engineer, at their request. If you have any questions or require any additional information, please contact me at (586) 569-5011.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

A handwritten signature in black ink that reads 'Jesse B. VanDeCreek'. The signature is fluid and cursive, with the first name 'Jesse' and last name 'VanDeCreek' clearly legible.

Jesse B. VanDeCreek, P.E.
Associate

JBV/

pc: City of South Lyon; D. Murphy, R. Martin
Oakland 40 LLC, Ron Cook
HRC; K. McCormack, File

Engineering. Environment. Excellence.

ORDINANCE NO. __-13

**CITY OF SOUTH LYON
OAKLAND COUNTY, MICHIGAN**

**AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP
OF THE CITY OF SOUTH LYON REZONING PROPERTY
FROM THE R-2 DISTRICT (SINGLE FAMILY RESIDENTIAL)
TO THE PD DISTRICT (PLANNED DEVELOPMENT) AND
APPROVING A PRELIMINARY (STAGE I) PLANNED
DEVELOPMENT SITE PLAN FOR KNOLLS OF SOUTH LYON.**

THE CITY OF SOUTH LYON ORDAINS:

PART I. Amendment of Official Zoning Map. The Official Zoning Map of the City of South Lyon incorporated into the South Lyon Zoning Ordinance by Section 102-182 is hereby amended to rezone the Property more fully described in the attached Exhibit A (the "Property"), which is hereby incorporated into this Ordinance from the R-2 District (One-Family Residential) to the PD District (Planned Development).

PART II. Approval of Preliminary (Stage I) Site Plan. The Amendment of the Official Zoning Map of the City of South Lyon amending the zoning of the Property, more fully described in Exhibit A hereto, is granted subject to, and all improvement and use of the Property shall be subject to and in conformity with, the following:

A. Sections 102-381 through 102-392 of the City of South Lyon Zoning Ordinance pertaining to the PD Planned Development zoning district, as amended, which is part of the City of South Lyon Code of Ordinances, Chapter 102.

B. The Preliminary (Stage I) Planned Development Site Plan of Knolls of South Lyon, May 2013, prepared by Washtenaw Engineering, Job No. 31064, File No. 9747, consisting of 7 sheets, and which was last revised June 7, 2013, as approved by the City Council on the date of adoption of this Ordinance, which contains, depicts and shows the following:

- i. 89 detached condominium units;
- ii. Minimum lot sizes of 7,200 square feet;
- iii. 18.06 acres for residential area;
- iv. 15.78 acres of open space including wetlands and preservation of stands of mature trees;
- v. 5.55 acres of proposed right of way within the proposed development;
- vi. A 20' buffer between Eagle Heights Subdivision and the Proposed development;
- vii. A pedestrian trail system throughout the proposed development that allows residents and the public access to the natural features in the project and connects to the City's rail trail adjacent to the western boundary of the Property;
- viii. A single primary access point into the proposed development via North Mill Street.

C. A 20-foot wide emergency access into the proposed development through Lyon Boulevard, constructed of reinforced, decorative stamped concrete.

D. City Council approval of a Final (Stage II) Site Plan for Knolls of South Lyon pursuant to the City's Zoning Ordinance.

E. Any and all conditions of the approvals of the City Council of the City of South Lyon and its Planning Commission relating to the Property and Preliminary (Stage I) and Final (Stage II) Planned Development Site Plans for Knolls of South Lyon, as reflected in the official minutes and documentation of such approvals.

F. All applicable City Ordinances and design standards.

G. A Recordation Affidavit recorded in the Oakland County Register of Deeds reflecting the rezoning and the conditions thereof, including the requirement that no development of the Property shall occur except in accordance with the approved Preliminary (Stage I) Site Plan and Final (Stage II) Site Plan or approved amendments thereto.

PART III. Severability. Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART IV. Savings Clause. This Ordinance amends the Zoning Ordinance only as specified herein, and the Zoning Ordinance shall remain in full force and effect.

PART V. Repealer. All other Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

PART VI. Publication. The City Clerk shall publish this Ordinance in the manner required by law and shall publish at the same time, a notice of the adoption of this Ordinance and stating that a copy of the Ordinance is available to the public at the office of the City Clerk for inspection.

PART VII. Effective Date. This Ordinance shall be effective on the date provided by applicable law following publication.

Made, Passed and Adopted by the South Lyon City Council this ____ day of _____, 2013.

Tedd M. Wallace, Mayor

Lisa Deaton, City Clerk

Certificate of Adoption

I hereby certify that the foregoing is a true and complete copy of the ordinance adopted at the regular meeting of the South Lyon City Council held on the ____ day of _____, 2013.

Lisa Deaton, City Clerk

Adopted:
Published:
Effective:

EXHIBIT A
LEGAL DESCRIPTION
CITY OF SOUTH LYON ORDINANCE __-13

Commencing at the West ¼ corner of Section 20, T1N, R7E, City of South Lyon, Oakland County, Michigan; thence N86°50'26"E 1388.64 feet along the East and West ¼ line of said Section to the Point of Beginning; thence along the Easterly right-of-way line of the old Grand Trunk Western Railroad in the following two (2) courses: Northerly 251.44 feet along the arc of an 1885.08 foot radius circular curve to the right, through a central angle of 07°38'32", having the chord that bears N07°36'32"E 251.25 feet and N11°25'48"E 1525.93 feet; thence N86°48'43"E 1053.13 feet; thence along the Westerly and Northerly lines of EAGLE HEIGHTS, Oakland County Condominium Subdivision Plan No. 696 in the following three (3) courses: S03°09'23"E 1212.36 feet; S86°48'43"W 884.34 feet and S03°09'23"E 377.51 feet; thence along the Northerly right-of-way line of Kestrel Ridge in the following three (3) courses: S66°06'03.2 140.61 feet, Westerly 133.93 feet along the arc of a 370.00 foot radius circular curve to the right, through a central angle of 20°44'23", having a chord that bears S76°28'14"W 133.20 feet and S86°50'26"W 53.24 feet; thence N00°27'04"E 25.03 feet along the Easterly right-of-way line of Mill Street; thence S86°50'26"W 66.07 feet along the Northerly right-of-way line of Mill Street; thence S00°27'04"E 85.10 feet along the Westerly right-of-way line of Mill Street; thence S86°50'26"W 215.33 feet along the East and west ¼ line of said Section to the Point of Beginning. Being a part of the Northwest ¼ and a part of the Northeast ¼ of Section 20, T1N, R7E, City of South Lyon, Oakland County, Michigan and containing 39.39 acres of land, more or less. Being subject to easements and restrictions of record, if any. Parcel No. 80-21-20-176-002

AGENDA NOTE

News Business: Item #5

MEETING DATE: September 9, 2013

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Affirm Manager's DDA Appointments

EXPLANATION OF TOPIC: Gary Childs has resigned from the DDA Board of Directors. Notice of the opening was sent out to all DDA Members. I received a letter of interest from Gene Carroll, owner of the buildings on the west side of Lafayette between Liberty Street and the gas station. I would like the City Council to affirm my appointment of Mr. Carroll to the DDA Board.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Letter of interest from Gene Carroll.

POSSIBLE COURSES OF ACTION: Affirm/deny the appointment of Gene Carroll to the DDA Board of Directors.

RECOMMENDATION: Affirm the appointment of Gene Carroll to the DDA Board of Directors.

SUGGESTED MOTION: Motion by _____, supported by _____ to affirm the City Manager's appointment of Gene Carroll to the DDA Board of Directors.

David Murphy

From: Gene Carroll <GCarroll@neumannsmith.com>
Sent: Tuesday, August 27, 2013 5:16 PM
To: David Murphy
Subject: DDA committee

Hello David,

I would like to express my interest in becoming a member of the Downtown Development Authority. I have been a South Lyon resident for over twenty years and have enjoyed raising my family in South Lyon. I have always been interested in the potential of the city. I am a commercial Architect and have been involved in many building projects that have invigorated downtown city centers. I truly believe that our city is poised to become a center of social and business activity that many will want to be a part of. As part of my practice I have experience with many developers, brokers and business owners. I have studied other communities and what makes them tick. It would be exciting to apply some of my experience to our city.

I would welcome the opportunity to become part of the committee to help move downtown South Lyon forward. Should you or others have any questions about my background or interest in the city please don't hesitate to inquire.

Regards,

Gene Carroll AIA

Partner
LEED AP BD+C

Neumann/Smith Architecture

P: 248.352.8310 x1110
F: 248.352.1821
E: gcarroll@neumannsmith.com

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AGENDA NOTE

New Business: Item #6

MEETING DATE: September 9, 2013

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Discussion of Winter Parking

EXPLANATION OF TOPIC: The Council has discussed this issue in the past and I wanted to bring it up now rather than when winter is upon us. We need to replace some of the signs and I don't want to waste the money if there is a possibility of the ordinance changing.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: The current City ordinance, a memo from Chief Collins and examples of what some other communities are doing.

POSSIBLE COURSES OF ACTION: Do nothing or instruct staff to make changes to the ordinance and bring it back for a first reading.

RECOMMENDATION: Review documents and discuss.

SUGGESTED MOTION: N/A

SOUTH LYON POLICE DEPARTMENT

Lloyd T. Collins
Chief of Police



Memorandum

To: Dave Murphy, City Manager

From: Chief Lloyd T. Collins

Subject: Snow Emergencies (Winter Parking)

Date: July 7, 2010

Pursuant to your request, this memo is submitted regarding the potential impact of eliminating the prohibition of on-street parking between 2:00 a.m. and 6:00 a.m. from November 1 to March 31 each year, [City Code Chapter 90-1, (h)].

From a law enforcement perspective, the impact would be minimal. Any crime prevention benefit of the prohibition is outweighed by the negative public perception of issuing parking tickets to our residents for on-street parking during the prohibited period. While there would be a loss of parking ticket revenue from eliminating the prohibition, that would be offset by reduced ill-will often generated by parking enforcement.

The down side of elimination of the winter parking ban is the potential for increased difficulty in snow removal for the Department of Public Works. However, it is noteworthy that the existing ordinance empowers the city manager to declare a snow emergency, which also prohibits on-street parking for the duration of the emergency. There is also a provision in the ordinance that allows for removal and impoundment of vehicles parked in violation. That option may lessen potential negative impact to snow plowing operations.

Lloyd Collins

From: MACP-L <macp-l-bounces@list.emich.edu> on behalf of Lloyd Collins
<chief@southlyonpolice.com>
Sent: Tuesday, August 20, 2013 8:55 AM
To: (macp-l@list.emich.edu)
Subject: [MACP General] Winter Parking Ordinance/Snow Emergency
Attachments: ATT00001.txt

The City of South Lyon currently has an ordinance banning on-street parking between 2 a.m. and 6 a.m., from November through March, to facilitate snow plowing. We are considering elimination of the parking ban, and implementation of parking restrictions during declared Snow Emergencies only. I would appreciate any input you may have regarding the success or failure of similar actions in your communities. If you strongly prefer either option, your reasoning/experiences would also be helpful. Thanks in advance for any advice/tips you can share.

Lloyd Collins
Chief of Police
South Lyon Police Department
219 Whipple
South Lyon, MI 48178
248.437.0444

Lloyd Collins

From: Larry VanAlstine <LVanAlstine@adrianmi.gov>
Sent: Tuesday, August 20, 2013 9:18 AM
To: Lloyd Collins
Subject: Overnight parking
Attachments: Why we don't allow overnight parking.docx

The City of Adrian does not allow overnight parking from 0300-0600 on any City street, on any day of the year. It works well for snow removal. We also can enact snow emergencies to facilitate snow removal during the day, which we try to do proactively (12-18 hours before a major snow event), to give people time to get cars off the road. We rarely have to tow vehicles. Several years ago I was asked for a justification of the 3-6 parking ban, and borrowed liberally from someone else who wrote a nice piece on why the ban works. I cannot remember who I got this from, so I can't give credit where it is due, but he makes a good argument, so I'll share it.



Deputy Chief Laurence R. Van Alstine III
Adrian Police Department
155 E. Maumee
Adrian, MI 49221 USA
Tel. 517.264.4898
Fax 517-264-1927

lvanalstine@ci.adrian.mi.us
www.ci.adrian.mi.us

Adrian Police Department is a proud member of the Southern Michigan Criminal Justice Training Consortium

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The 3-6am parking ordinance is a very effective tool in reducing the opportunity for criminal activity. When cars are parked in the street they become more susceptible to break-ins, vandalism, or to being stolen. These cars become potential crash targets for drunk drivers. In addition, cars parked in the street late at night provide cover for criminals to park their getaway cars while they commit crimes in our city. Also, if the streets are clear it aids our ability to catch criminals escaping on foot or in a car because of the improved lines of sight that are created.

The ban on 3-6am on street parking also reduces the number of abandoned or disabled vehicles left in the street that contribute to neighborhood blight. A car parked on street for several nights will be noticed, and action can then be taken to remove it.

As a police department we try to be proactive in our efforts to reduce crime by eliminating the opportunities for criminals to victimize our residents. This ordinance is a preventative measure. If cars are parked in the garage or a well lit driveway it reduces the attractiveness of committing a crime because of the potential of being observed. However, cars parked in the street are ripe for the taking.

The ordinance does accommodate households that have more cars than what will physically fit on their property and for temporary special circumstances. Permits can be purchased from the City Clerk that allow on-street parking when property size or configuration doesn't allow for parking off-street. Obviously, these cars are susceptible to all the crimes described above, so on-street overnight parking permits are a choice of last resort.

Lloyd Collins

From: Ken Vanderlinden - Public Safety Director <kvanderlinden@escanaba.org>
Sent: Tuesday, August 20, 2013 11:07 AM
To: Lloyd Collins
Subject: Winter parking

Chief,

As I understand the winter parking ordinance within our own jurisdiction, it's primary purpose is to aid in the snow removal. With the emergency exception you are considering, all of the "nuisance" snows, the 2-4 inches, would prove very difficult for the plow jockeys to remove, thus further complicating the movement of automobiles within your jurisdiction. I say all of the above with no history of your snow fall totals and frequency. Here's hoping I haven't wasted your time. Take care.

Ken Vanderlinden

Director, Escanaba Department of Public Safety
Director, Delta County Central Dispatch
1900 3rd Avenue North
Escanaba, MI 49829
906-786-5911
f-906-786-6030



Lloyd Collins

From: MACP-L <macp-l-bounces@list.emich.edu> on behalf of TAW <taw211na@gmail.com>
Sent: Tuesday, August 20, 2013 3:24 PM
To: macp-l@list.emich.edu
Subject: Re: [MACP General] Winter Parking Ordinance/Snow Emergency
Attachments: ATT00001.txt

Follow Up Flag: Follow up
Flag Status: Flagged

Lloyd,

In addition to all the usual police reasons for keeping cars off the street overnight, I can tell you that whenever that topic has come up in our city the DPW has been the most steadfast about keeping the overnight parking prohibition because that is when they do their street sweeping. It also tends to be when they do most of their snow plowing of side streets whether or not its a snow emergency because smaller DPW's have other duties in the daytime and because the streets are generally clear of cars overnight, which facilitates the plowing.

Tom Wightman
Brighton PD

Lloyd Collins

From: MACP-L <macp-l-bounces@list.emich.edu> on behalf of St. Ignace P.D. <stignacepd@lighthouse.net>
Sent: Tuesday, August 20, 2013 12:04 PM
To: macp-l@list.emich.edu
Subject: Re: [MACP General] Winter Parking Ordinance/Snow Emergency

Chief,

Our city has a very similar ordinance, but our District Courts' opinion that it is only enforceable when the trucks actually have to plow the roads.

Chief Mark Wilk
St. Ignace PD

----- Original Message -----

From: "Lloyd Collins" <chief@southlyonpolice.com>
To: <macp-l@list.emich.edu>
Sent: Tuesday, August 20, 2013 8:55 AM
Subject: [MACP General] Winter Parking Ordinance/Snow Emergency

The City of South Lyon currently has an ordinance banning on-street parking between 2 a.m. and 6 a.m., from November through March, to facilitate snow plowing. We are considering elimination of the parking ban, and implementation of parking restrictions during declared Snow Emergencies only. I would appreciate any input you may have regarding the success or failure of similar actions in your communities. If you strongly prefer either option, your reasoning/experiences would also be helpful. Thanks in advance for any advice/tips you can share.

Lloyd Collins
Chief of Police
South Lyon Police Department
219 Whipple
South Lyon, MI 48178
248.437.0444

>
> MACP-L mailing list
> MACP-L@list.emich.edu
> <https://list.emich.edu/mailman/listinfo/macp-l>
>

Lloyd Collins

From: MACP-L <macp-l-bounces@list.emich.edu> on behalf of Grinnewald, Steven
<SGrinnewald@dowagiac.org>
Sent: Tuesday, August 20, 2013 3:19 PM
To: 'macp-l@list.emich.edu'
Subject: Re: [MACP General] Winter Parking Ordinance/Snow Emergency
Attachments: ATT00001.txt

Follow Up Flag: Follow up
Flag Status: Flagged

Our ordinance is the same that South Lyon currently has. We enforce it every night whether it snows or not by issuing parking citations in the downtown area only. The city plows, shovels, cleans, etc. the downtown area every day during this time. We issue citations on the outlying streets when snow is forecast or it is actively snowing. We used to tow vehicles that were in violation of the parking ordinance however sometimes the city plow crews did not clear the streets fast enough and we were forced to pay some tow bills. That put an end to it unless the vehicle is parked for an extended time and snow has piled up around.

We start each season by posting the parking restrictions in the newspaper and on the city website. We also take the first 3 weeks or so and place reminders on all cars parked on the streets between 2-6 AM letting them know exactly how the ordinance will be enforced. We usually don't have to worry about much snow during those first three weeks.

Steven L. Grinnewald



Director of Public Safety
Dowagiac Police/Fire Department
241 S. Front St.
Dowagiac, MI 49047
(269) 782-9743
FAX: (269) 782-3210

sgrinnewald@dowagiac.org

From: MACP-L [<mailto:macp-l-bounces@list.emich.edu>] **On Behalf Of** Lloyd Collins
Sent: Tuesday, August 20, 2013 8:55 AM
To: (macp-l@list.emich.edu)
Subject: [MACP General] Winter Parking Ordinance/Snow Emergency

The City of South Lyon currently has an ordinance banning on-street parking between 2 a.m. and 6 a.m., from November through March, to facilitate snow plowing. We are considering elimination of the parking ban, and implementation of parking restrictions during declared Snow Emergencies only. I would appreciate any input you may have regarding the success or failure of similar actions in your communities. If you strongly prefer either option, your reasoning/experiences would also be helpful. Thanks in advance for any advice/tips you can share.

Lloyd Collins
Chief of Police
South Lyon Police Department
219 Whipple
South Lyon, MI 48178
248.437.0444

Lloyd Collins

From: ropdodonohue@gmail.com on behalf of Corrigan Odonohue <corrigan@ci.royal-oak.mi.us>
Sent: Wednesday, August 21, 2013 10:27 AM
To: Lloyd Collins
Subject: Snow emergencies
Attachments: Snow Emergency.doc

Below is our ordinance. By policy (attached) the DPW director declares a snow emergency and it is enforced 6 hours after it is declared. He will declare an emergency before a big storm arrives. We strictly enforce it and will write about 300 tickets. Overall the community is very happy we are enforcing it. They get upset when people leave there cars in the street.
Hopefully this helps.
Corey

It shall be unlawful for a person to park or leave any vehicle on a street in the City of Royal Oak when a snow emergency has been declared.

§ 625-4 Public announcement of snow emergency.

The Chief of Police shall cause each declaration of a snow emergency to be publicly announced by means of broadcasts and/or telecasts from stations with a normal operating range covering the City, including cable television. The Chief of Police may cause such declaration to be further made in a newspaper of general circulation when feasible.

§ 625-5 Termination of prohibition.

Once in effect, the prohibition under this chapter shall remain in effect until terminated by announcement of the Police Chief in accordance with this chapter, except that any street which has become substantially clear of snow and ice from curb to curb for the length of the entire block shall be automatically excluded therefrom.

--

Corrigan O'Donohue
Chief of Police
Royal Oak Police Department
221 E.Third
Royal Oak, MI 48067
(248) 246-3527 Office
(248) 246-3402 Fax

Lloyd Collins

From: MACP-L <macp-l-bounces@list.emich.edu> on behalf of Tim Buelow
<TBuelow@cityofmarysvillemi.com>
Sent: Wednesday, August 21, 2013 10:44 AM
To: 'macp-l@list.emich.edu'
Subject: Re: [MACP General] Winter Parking Ordinance/Snow Emergency
Attachments: ATT00001.txt

We don't allow on street parking Dec 1st to April 1st city wide. We spend about 2 – 3 weeks writing warning notices every Dec 1st to advise people about the ordinance then we start issuing tickets. It has worked very well. The problem with snow emergencies only would be advising the public.

Timothy A. Buelow, Chief of Police
Marysville Police Department
1355 Delaware Ave.
Marysville, MI 48040
(810) 364-6300 -office
(810) 364-3043 -fax

From: MACP-L [<mailto:macp-l-bounces@list.emich.edu>] **On Behalf Of** Lloyd Collins
Sent: Tuesday, August 20, 2013 8:55 AM
To: (macp-l@list.emich.edu)
Subject: [MACP General] Winter Parking Ordinance/Snow Emergency

The City of South Lyon currently has an ordinance banning on-street parking between 2 a.m. and 6 a.m., from November through March, to facilitate snow plowing. We are considering elimination of the parking ban, and implementation of parking restrictions during declared Snow Emergencies only. I would appreciate any input you may have regarding the success or failure of similar actions in your communities. If you strongly prefer either option, your reasoning/experiences would also be helpful. Thanks in advance for any advice/tips you can share.

Lloyd Collins
Chief of Police
South Lyon Police Department
219 Whipple
South Lyon, MI 48178
248.437.0444

a road prior to its designation as a Natural Beauty Road, or in connection with the construction, maintenance, repair or replacement of public utility facilities crossing a Natural Beauty Road subject to the approval of the Administration.

5. Nothing in this Ordinance shall prohibit public safety from being considered in conjunction with the public hearing, possible designation of a Natural Beauty Road or guidelines for a Natural Beauty Road.

5.07 DECLARATION OF SNOW EMERGENCY. {Ord. 334; 12-26-09}

(a) Purpose. The purpose of this policy is to provide a procedure requiring vehicles to be removed from Village streets in the event of a snow storm as declared by the Village Public Safety Director or his/her designee.

No person shall park or allow to remain parked any vehicle on any portion of any roadway within the Village of Beverly Hills during a snow emergency, or park or allow to remain parked any vehicle in violation of any parking restriction instituted as part of a declared snow emergency as provided in this section. The registered owner of any such vehicle shall be responsible for the cost of removal.

(1) Definitions. The following definitions shall apply in the interpretation and enforcement of this section.

a. Director is the director of public safety, or in his absence, his duly authorized representative.

b. Roadway means that portion of a street or highway improved, designed or ordinarily used for vehicular travel, exclusive of the shoulder or berm.

c. Street or highway means the entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel.

(2) Procedure for declaration of

a. Whenever the director or his representative finds, on the basis of falling snow, sleet, or freezing rain, or on the basis of a forecast by the U.S. Weather Bureau or other weather service that weather conditions will make it necessary that motor vehicle traffic be expedited and that parking on Village streets be prohibited or restricted for snow plowing and other purposes, the director shall put into effect a parking prohibition on all Village streets by declaring it in a manner prescribed in this section.

b. Notwithstanding the provisions of subsection a. of this subsection, a parking prohibition shall automatically go into effect on any street on which there has been an accumulation of snow and ice of four inches or more for any one hour or more.

(3) Notice The director, upon declaring a snow emergency, shall cause public announcement of such parking prohibitions and/or restrictions by means of broadcasts and/or telecasts from various commercial stations serving the Village and on the public access channel of any cable television franchisee servicing the Village and he may cause such declaration to be further announced in newspapers of general circulation where feasible.

(4) Record The director shall prepare such declaration of snow emergency and cause it to be posted in the Village offices for such period of time as the snow emergency regulations are in effect.

(5) Enforcement

a. Members of the public safety department are hereby authorized to remove or cause the removal and/or impounding of any vehicle that obstructs or otherwise impedes traffic on any street in the village. Such vehicle may be removed and conveyed by or under the direction of a member of the public safety department by means of towing to a vehicle pound. The director of public safety or his designee is authorized to engage the services of any private operator of towing cars to remove vehicles under the direction of a member of the public safety department where the same are found in violation of traffic ordinances and regulations of the Village.

b. Before the owner or person in charge of such vehicle shall be permitted to remove the same from the custody of the public safety department, he shall furnish evidence of his identity and ownership; he shall sign a receipt and shall pay a fee to cover cost of removal plus the cost of storage; and he shall pay an additional storage fee for each day the vehicle is stored in the vehicle pound in excess of the first 24 hours the vehicle is impounded.

c. Whenever this section is alleged to have been violated, director of public safety or his designee shall have the authority to issue and serve an appearance ticket upon the violator if they have reasonable cause to believe that a violation has been committed. Such appearance ticket shall be in the form subscribed by state law.

(6) Stalled vehicle. Whenever a vehicle becomes stalled for any reason, whether or not in violation of this section, on any city street on which there is a parking prohibition in effect, the person operating such vehicle shall take immediate action to have the vehicle towed or pushed off the roadway. No person shall abandon or leave his vehicle in the roadway, regardless of whether he indicates by raising the hood or otherwise that the vehicle is stalled, except for the purpose of securing assistance during the actual time necessary to go to a nearby telephone or to a nearby garage, gasoline station, or other place of assistance and return without delay.

(7) Termination. Once in effect, a prohibition under this section shall remain in effect until terminated by announcement of the director in accordance with this section, except that any street area which has become substantially clear of snow and ice from curb to curb for the length of the entire block shall be automatically excluded therefrom.

(8) Exemptions. In all areas of the village, an owner of a motor vehicle who resides at premises which do not have a driveway shall be exempted from the requirement to move the motor vehicle in the event of a snow emergency; however, residents in the area are required to park their vehicles as close to the curb as possible to make room for snow plows and other emergency vehicles. Owners of exempt vehicles will be issued identifying stickers which shall be displayed in the rear side window on the driver's side of the vehicle. Motor vehicles with handicapped stickers shall also be exempt from the provisions of this section.

(9) Relationship to other laws. Any provision of this section which becomes effective by declaration of the director or upon the occurrence of certain weather conditions shall, while temporarily in effect, take precedence over other conflicting provisions of law normally in effect, except that it shall not take precedent over provisions of law relating to traffic accidents, emergency travel of authorized emergency vehicles, or emergency traffic directions by a police officer. However, nothing in this section shall be construed to permit parking at any time or place where it is forbidden by any other provision of law.

(10) Penalty. A person who violates this section is responsible for a civil infraction.

- (c) The police chief shall, upon application, permit the parking of commercial vehicles or trailers during the above hours for periods not to exceed two weeks in any six-month period.
 - (d) A person who violates this section is responsible for a civil infraction.
- (Ord. No. 1740, 7-24-00)

Sec. 110-139. Impoundment of illegally parked vehicle with unpaid parking violations.

If a vehicle is illegally parked and has received more than six parking violation notices or citations which remain unpaid, the police department may call a towing agency and take the vehicle into custody. If the vehicle is taken into custody, the police department must follow the procedures set forth in MCL 257.252b. The police department may also issue a citation to the owner of the impounded vehicle.

(Ord. No. 1740, 7-24-00)

Sec. 110-140. Snow emergencies.

No person shall park or allow to remain parked any vehicle on any portion of any roadway within any area designated within the city during a snow emergency, or park or allow to remain parked any vehicle in violation of any parking restriction instituted as part of a declared snow emergency as provided in this section. The registered owner of any such vehicle shall be responsible for the cost of removal.

- (1) *Definitions.* The following definitions shall apply in the interpretation and enforcement of this section.
 - a. *Director* is the director of public services, or in his absence, his duly authorized representative.
 - b. *Roadway* means that portion of a street or highway improved, designed or ordinarily used for vehicular travel, exclusive of the shoulder or berm.
 - c. *Street or highway* means the entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel.
- (2) *Procedure for declaration of.*
 - a. Whenever the director finds, on the basis of falling snow, sleet, or freezing rain, or on the basis of a forecast by the U.S. Weather Bureau or other weather service that weather conditions will make it necessary that motor vehicle traffic be expedited and that parking on city streets be prohibited or restricted for snow plowing and other purposes, the director shall put into effect a parking prohibition on parts of or all city streets by declaring it in a manner prescribed in this section.
 - b. Notwithstanding the provisions of subsection a. of this subsection, a parking prohibition shall automatically go into effect on any street on which there has been an accumulation of snow and ice of four inches or more for any one hour or more.
- (3) *Notice.* The director, upon declaring a snow emergency, shall cause public announcement of such parking prohibitions and/or restrictions and the areas designated by means of broadcasts and/or telecasts from various commercial stations serving the city and on the public access channel of any cable television franchisee servicing the city, and he may cause such declaration to be further announced in newspapers of general circulation where feasible.
- (4) *Record.* The director shall prepare such declaration of snow emergency and cause it to

be posted in the city hall for such period of time as the snow emergency regulations are in effect.

(5) *Enforcement.*

- a. Members of the police department are hereby authorized to remove or cause the removal and/or impounding of any vehicle that obstructs or otherwise impedes traffic on any street in the city. Such vehicle may be removed and conveyed by or under the direction of a member of the police department by means of towing to a vehicle pound. The police chief is authorized to engage the services of any private operator of towing cars to remove vehicles under the direction of a member of the police department where the same are found in violation of traffic ordinances and regulations of the city.
- b. Before the owner or person in charge of such vehicle shall be permitted to remove the same from the custody of the police department, he shall furnish evidence of his identity and ownership; he shall sign a receipt and shall pay a fee to cover cost of removal plus the cost of storage; and he shall pay an additional storage fee for each day the vehicle is stored in the vehicle pound in excess of the first 24 hours the vehicle is impounded.
- c. Whenever this section is alleged to have been violated, the police chief; director of public services or their designees shall have the authority to issue and serve an appearance ticket upon the violator if they have reasonable cause to believe that a violation has been committed. Such appearance ticket shall be in the form subscribed by state law.

(6) *Stalled vehicle.* Whenever a vehicle becomes stalled for any reason, whether or not in violation of this section, on any city street on which there is a parking prohibition in effect, the person operating such vehicle shall take immediate action to have the vehicle towed or pushed off the roadway. No person shall abandon or leave his vehicle in the roadway, regardless of whether he indicates by raising the hood or otherwise that the vehicle is stalled, except for the purpose of securing assistance during the actual time necessary to go to a nearby telephone or to a nearby garage, gasoline station, or other place of assistance and return without delay.

(7) *Termination.* Once in effect, a prohibition under this section shall remain in effect until terminated by announcement of the director in accordance with this section, except that any street area which has become substantially clear of snow and ice from curb to curb for the length of the entire block shall be automatically excluded therefrom.

(8) *Exemptions.* In all areas of the city, an owner of a motor vehicle who resides at premises which do not have a driveway shall be exempted from the requirement to move the motor vehicle in the event of a snow emergency; however, residents in the area are required to park their vehicles as close to the curb as possible to make room for snow plows and other emergency vehicles. Owners of exempt vehicles will be issued identifying stickers which shall be displayed in the rear side window on the driver's side of the vehicle. Motor vehicles with handicapped stickers shall also be exempt from the provisions of this section. In addition, vehicles parked on streets or portions of streets specifically excepted from the director's declaration of emergency shall be exempt from the provisions of this section.

(9) *Relationship to other laws.* Any provision of this section which becomes effective by declaration of the director or upon the occurrence of certain weather conditions shall, while temporarily in effect, take precedence over other conflicting provisions of law normally in effect, except that it shall not take precedent over provisions of law relating to traffic accidents, emergency travel of authorized emergency vehicles, or emergency traffic directions by a police officer. However, nothing in this section shall be construed to permit

parking at any time or place where it is forbidden by any other provision of law.

- (10) *Penalty.* A person who violates this section is responsible for a civil infraction.

(Ord. No. 1740, 7-24-00)

Sec. 110-141. For sale signs on parked vehicles prohibited; violation as civil infraction.

- (a) No person shall park a vehicle on private or public property for the principal purpose of advertising the same "For Sale" or "For Trade."
- (b) For purposes of this section, a vehicle shall be presumed to be displayed for the purpose of advertising the same "For Sale" or "For Trade" if a sign containing a telephone number is visible in or on the vehicle.
- (c) This section shall not apply to the following:
 - (1) Properly licensed automobile dealerships, leased vehicle establishments or used car lots.
 - (2) A registered owner of a noncommercial vehicle parking one vehicle per year for private sale at his principal residence. Such vehicle shall not be displayed for a period in excess of 30 days.
 - (3) A person who violates this section is responsible for a civil infraction.

(Ord. No. 1740, 7-24-00)

Sec. 110-142. Ordinance effective on property of Birmingham School District.

- (a) The provisions of this Code shall apply and be enforced as to all public parking lots and areas for the parking of vehicles belonging to the Birmingham School District which are located within the city.
- (b) No person shall stop, stand or park a vehicle upon a parking lot or area owned by the Birmingham School District except as the same may be permitted or licensed by the school district, provided that where limitations are imposed upon the use of any lot or area by the school district, such limitations shall be clearly posted so as to be visible to persons using such lot or area.

(Ord. No. 1740, 7-24-00)

Secs. 110-143—110-145. Reserved.

Walled Lake, Michigan, Code of Ordinances >> - CODE OF ORDINANCES >> Chapter 78 - TRAFFIC AND VEHICLES >> ARTICLE VI. - WEATHER EMERGENCY >>

ARTICLE VI. - WEATHER EMERGENCY

Sec. 78-131. - Parking prohibited in designated areas.

Sec. 78-132. - Declaration of parking prohibition authorized.

Sec. 78-133. - Announcements, publication of declaration.

Sec. 78-134. - Termination of prohibition.

Sec. 78-135. - Removal of stalled vehicles by owner.

Sec. 78-136. - Removal, impoundment of vehicles in violation.

Sec. 78-137. - Penalty.

Secs. 78-138—78-150. - Reserved.

Sec. 78-131. - Parking prohibited in designated areas.

No person shall park or allow to remain parked any vehicle on any portion of any street within any areas designated within the city during a weather emergency, or park or allow to remain parked any vehicle in violation of any parking restriction instituted as part of a declared weather emergency as provided in this article.

(Ord. No. C-106-91, § 1(11.1), 1-7-92)

Sec. 78-132. - Declaration of parking prohibition authorized.

- (a) Whenever the city manager or his designee finds, on the basis of falling or fallen snow, sleet or freezing rain, or on the basis of a forecast by the United States Weather Bureau or other weather service of snow, sleet or freezing rain, that weather conditions do exist or may exist which make it necessary for motor vehicle traffic to be expedited and for parking on city streets to be prohibited or restricted for snow plowing and other purposes, the city manager shall put into effect a parking prohibition on parts of or all city streets as necessary by declaring it in a manner described by this article. The prohibition shall remain in effect until terminated by announcement of the city manager in accordance with this article, except that any street which has become substantially clear of snow and ice for the entire length and width of the entire block shall automatically be excluded therefrom.
- (b) While the prohibition is in effect, no person shall park or allow to remain parked any vehicle on any street to which the prohibition applies. The registered owner of any such vehicle shall be responsible for any costs of removal of the vehicle by the city.
- (c) Nothing in this section shall be construed to permit parking at any time or place where it is forbidden by any other provisions of law.

(Ord. No. C-106-91, § 1(11.2), 1-7-92)

Sec. 78-133. - Announcements, publication of declaration.

The city manager or his designee shall cause each declaration made by him pursuant to this article to be publicly announced by means of broadcasts or telecasts or cablecasts with the stations with a normal operating range covered by the city, and may cause such declaration to be further announced in newspapers of general circulation when feasible. Each announcement shall describe the action taken by the city manager, including the time it became or will become effective, and shall specify the streets or areas affected. A parking prohibition announced by the city manager shall not go into effect until at least two hours after it has been announced between 6:00 a.m. and 11:00 p.m. in accordance with this chapter. The city manager shall make or cause to be made a record of each time and date when any declaration is announced to the public in accordance with this section.

(Ord. No. C-106-91, § 1(11.3), 1-7-92)

Sec. 78-134. - Termination of prohibition.

Whenever the city manager or his designee finds that some or all of the conditions which give rise to a parking prohibition in effect pursuant to this article no longer exist, the city manager may declare the prohibition terminated in whole or in part, in the manner prescribed by this article for announcing weather emergencies, to become effective immediately upon announcement.

(Ord. No. C-106-91, § 1(11.4), 1-7-92)

Sec. 78-135. - Removal of stalled vehicles by owner.

Whenever a vehicle becomes stalled for any reason, whether or not in violation of this article, on any city street during a weather emergency, the person operating the vehicle shall take immediate action to have the vehicle towed or pushed off the roadway of the city street. No person shall abandon or leave his vehicle in the roadway of a city street during a snow emergency (regardless of whether such person indicates that the vehicle is stalled by raising the hood or otherwise) except for the purpose of securing assistance during the actual time necessary to go to a nearby telephone or to a nearby garage, gasoline station, or other place of assistance, and then return without delay.

(Ord. No. C-106-91, § 1(11.5), 1-7-92)

Sec. 78-136. - Removal, impoundment of vehicles in violation.

Members of the police department are hereby authorized to remove or have removed a vehicle from a street when such vehicle is parked or stalled in violation of this article. Removal and impoundment of the vehicle shall be conducted as provided by the general traffic regulations of the city providing for impoundment of abandoned vehicles; provided, however, the vehicle need not remain parked or stalled for a period of 48 hours before the vehicle is removed.

(Ord. No. C-106-91, § 1(11.6), 1-7-92)

Sec. 78-137. - Penalty.

A person who violates this article is responsible for a civil infraction, and upon determination of responsibility, shall be liable for civil penalties not to exceed \$100.00.

(Ord. No. C-106-91, § 1(11.7), 1-7-92)

Secs. 78-138—78-150. - Reserved.

Bloomfield Charter Township, (Oakland Co.), Michigan, Code of Ordinances >> - CODE OF ORDINANCES >> Chapter 36 - TRAFFIC AND VEHICLES >>
 ARTICLE V. - PARKING, STOPPING AND STANDING >> DIVISION 3. - PARKING DURING SNOW EMERGENCIES >>

DIVISION 3. - PARKING DURING SNOW EMERGENCIES

Sec. 36-202. - Definitions.

Sec. 36-203. - No parking on public streets during snow emergency.

Sec. 36-204. - Stalled or disabled vehicles.

Sec. 36-205. - Violations and penalties.

Sec. 36-206. - Presumptions.

Sec. 36-207. - Impoundment of vehicle.

Sec. 36-208. - Exemptions; special parking permit.

Secs. 36-209—36-239. - Reserved.

Sec. 36-202. - Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Snow emergency means a declaration of a snow emergency publicly announced at the direction of the police chief, which is announced by means of broadcast and/or telecast from stations with normal operating range covering the township, including, but not limited to, cable television. The declaration may further be made in a newspaper of general circulation when feasible.

Street or road means and shall include the entire width between the boundary lines of every way which is publicly maintained, and which is open to the use of the public for purposes of vehicular travel.

(Ord. No. 568, § 1, 1-23-2006)

Sec. 36-203. - No parking on public streets during snow emergency.

No person shall park or leave any vehicle on a street in the township when a snow emergency has been declared. The snow emergency shall remain in effect until terminated by announcement in accordance with this division, except that any street that has been completely plowed and is substantially clear of snow and ice, from curb to curb, for the length of the entire street shall be excluded from the snow emergency.

(Ord. No. 568, § 2, 1-23-2006)

Sec. 36-204. - Stalled or disabled vehicles.

Whenever a vehicle becomes stalled or disabled for any reason, on any portion of a street to which the snow emergency parking prohibition applies, the person operating the vehicle shall take immediate action to have the vehicle towed or pushed off the street. No person shall abandon or leave his vehicle in any street, regardless of whether the person indicates by raising the hood or otherwise, that the vehicle is stalled, except for the purpose of securing assistance during the actual time necessary to go to a nearby phone, or nearby garage, automobile service station, or other place of assistance and return without delay.

(Ord. No. 568, § 3, 1-23-2006)

Sec. 36-205. - Violations and penalties.

Any person in violation of this division is responsible for a civil infraction, punishable by a fine not to exceed \$100.00.

(Ord. No. 568, § 4, 1-23-2006)

Sec. 36-206. - Presumptions.

In any proceeding for violation of this division relating to parking, leaving, or abandoning a vehicle, proof that the particular vehicle described in the complaint or citation was parked or left in violation of this division, together with proof that the respondent named in the complaint or citation was, at the time of such parking, the registered owner of such vehicle, shall constitute a presumption that the registered owner of such vehicle was the person who parked or left such vehicle at the locations in which the violation occurred.

(Ord. No. 568, § 5, 1-23-2006)

Sec. 36-207. - Impoundment of vehicle.

Any vehicle parked or left on any street in violation of this division constitutes a public hazard and an obstruction of traffic, and may be towed and impounded immediately. No person may recover an impounded vehicle without first paying the cost of removal and storage, notwithstanding, and apart from, any fine which may be imposed for violation of this division.

(Ord. No. 568, § 6, 1-23-2006)

Sec. 36-208. - Exemptions; special parking permit.

An owner of a vehicle who occupies a premises that does not have a driveway shall be exempt from the requirement to move said motor vehicle

in the event of a snow emergency. The owner of the motor vehicle upon application to the police department will receive a special parking permit, which shall be displayed in the front-side window on the driver's side of the vehicle.

(Ord. No. 568, § 7, 1-23-2006)

Secs. 36-209—36-239. - Reserved.

Southfield

Southfield, Michigan, Code of Ordinances >> PART II - CODE >> Title IV - STREETS AND SIDEWALKS >> CHAPTER 33. - STREETS >> ARTICLE VI. - ADDITIONAL REGULATIONS >>

ARTICLE VI. - ADDITIONAL REGULATIONS

[Sec. 4.41. - Additional regulations.](#)

[Sec. 4.42. - Removal of encroachment.](#)

[Sec. 4.43. - Suspension of objects prohibited.](#)

[Sec. 4.44. - Temporary street closings.](#)

[Sec. 4.45. - Snow emergency, parking prohibition.](#)

Sec. 4.41. - Additional regulations.

The city administrator may make additional regulations pertaining to openings and excavations in the streets, curb cuts, street obstructions and house moving, which regulations shall be subject to the approval of the city council. No person shall fail to comply with any such regulations.

Sec. 4.42. - Removal of encroachment.

Encroachments and obstructions in the street may be removed and excavations refilled and the expense of such removal or refilling charged to the abutting land owner when made or permitted by him or suffered to remain by him, otherwise than in accordance with the terms and conditions of this chapter. The procedure for collection of such expenses shall be as prescribed in [Chapter 1, section 1.13.](#)

Sec. 4.43. - Suspension of objects prohibited.

No person shall suspend anything above any sidewalk or within any street area unless expressly authorized by this Code or the city council, except an awning or marquee no part of which is less than ten (10) feet above the sidewalk grade.

(Ord. No. 1067, § 1, 9-14-81)

Sec. 4.44. - Temporary street closings.

The director shall have authority to temporarily close any street or portion thereof when he shall deem such street to be unsafe or temporarily unsuitable for use for any reason. He shall cause suitable barriers and signs to be erected on such street, indicating that the same is closed to public travel. When any street or portion thereof shall have been closed to public travel, no person shall drive any vehicle upon or over such street except as the same may be necessary incidentally to any street repair or construction work being done in the area closed to public travel. No person shall move or interfere with any sign or barrier erected pursuant to this section without authority from the director.

Sec. 4.45. - Snow emergency, parking prohibition.

- (1) Parking on any public street shall be prohibited whenever:
 - (a) The director of the department of public works (the "director") finds, on the basis of falling snow, sleet or freezing rain, or on the basis of a forecast by the U.S. Weather Bureau or other weather service of snow, sleet, or freezing rain, that weather conditions will make it necessary that parking on city streets be prohibited or restricted for snowplowing or other similar purposes, the director shall cause to be put into effect a parking prohibition on parts of or all city streets, as necessary, by declaring it in the manner prescribed herein; or,
 - (b) Between the hours of 6:00 a.m. and 11:00 p.m. snow or ice has accumulated to a depth of four (4) inches or more on any part of a city street, a parking prohibition shall automatically go into effect on that part of such street one (1) hour after such condition exists.
- (2) Once in effect, a prohibition under this section shall remain in effect until terminated by announcement of the director in accordance with this section, except that any street area which has become substantially clean of snow and ice from curb-to-curb for the length of the entire block shall be automatically excluded from such parking prohibition. However, nothing in this section shall be construed to permit parking at any time or place where it is forbidden by any other ordinance of this city.
- (3) Whenever a vehicle becomes disabled for any reason on any city street during such time as there is in effect a parking prohibition as herein provided, the person operating such vehicle shall take immediate action to have the vehicle towed or pushed off the roadway. No person shall abandon or leave a vehicle in the roadway during a snow emergency parking prohibition except for the purpose of securing assistance relative to the removal thereof.
- (4) The police department or any member thereof is hereby authorized to remove or cause the removal and/or impounding of any vehicle found parked in violation of this section and such vehicle may be removed and conveyed by or under the direction of a member of the police department by means of towing the same or otherwise to a vehicle pound or to a point or place where parking is permitted. Whenever available police facilities are insufficient, the chief of police is authorized to engage the services of any private operator of towing cars to remove vehicles under the direction of a member of the police department where the same are found in violation of this section. Furthermore, the removal of any vehicle found in violation of this section shall be effected pursuant to the provisions of MCLA 257.252, as amended. The city and/or its authorized agents may remove or cause the removal of any vehicle under the circumstances enumerated within the state law as amended, in particular, MCLA 257.252(d). The police department, its agents and its members shall follow the policies, procedures and requirements of the aforementioned state statute in effecting the removal, seizure, impoundment and storage in respect to any motor vehicle seized pursuant to this section or to state law. All owners or persons in charge of motor vehicles removed pursuant to this section or state law shall be responsible for the payment of any applicable towing and/or storage fees or charges accumulated in respect to such vehicles as provided by the aforementioned state statute, as amended.
- (5) The director shall cause each declaration made by him pursuant to this section to be publicly announced by means of broadcasts, cablecasts, or telecasts from stations with a normal operating range covering the city, and he may cause such declaration to be further announced in local newspapers of general circulation when feasible. Each announcement shall describe the action taken by the director, including the time it

became or will become effective, and shall specify the streets or areas affected.

- (6) Whenever the director shall find that some or all of the conditions which gave rise to a parking prohibition in effect pursuant to this section no longer exist, he may declare this prohibition terminated.
- (7) Any provision of this section, while temporarily in effect, shall take precedence over other conflicting provisions of any ordinance normally in effect.

(Ord. No. 1186, § 1, 10-15-85)

Policy & Procedure 6.4	Royal Oak Police Department Policy and Procedure				Page 1 of 1
Subject: SNOW EMERGENCY					
Issued By: Chief Theodore H. Quisenberry	Effective: Sept. 15, 2002	Distribution: All Personnel	Review: Annually	New: () Replaces: 6.4 (old)	

POLICY

It is the policy of the Royal Oak Police Department to enforce the City of Royal Oak's Snow Emergency Ordinance (No. 92-3) to provide for the safety of the public and to facilitate snow removal by city and county snow removal personnel.

PROCEDURE

- I. **PUBLIC ANNOUNCEMENT OF "SNOW EMERGENCY"** - The Chief of Police or his/her designee will cause each declaration of a Snow Emergency to be publicly announced by means of broadcasts and/or telecasts from stations with a normal operating range covering the City, including cable television.
- II. **TERMINATION OF THE SNOW EMERGENCY DECLARATION**
 - A. Once in effect, the prohibition under Royal Oak Ordinance 92-3 shall remain in effect until terminated by announcement of the Chief of Police or his/her designee.
 - B. Once a street has become substantially cleared of snow and ice, from curb to curb for the entire length of block, that street shall become exempt from further enforcement.
- III. **PROHIBITED PARKING**
 - A. It is unlawful for any vehicle to be parked on a street in the City of Royal Oak when a Snow Emergency has been declared unless the vehicle has been issued an exemption permit by the Police Department.
 - B. Enforcement should begin six (6) hours after declaration has been made.
- IV. **IMPOUNDMENT OF VEHICLE**
 - A. Any vehicle parked on any street in violation of Ordinance 92-3 constitutes a public hazard and an obstruction of traffic and may be towed and impounded immediately.
 - B. Owners of impounded vehicles must pay all towing, storage, and processing fees before recovering their vehicles from impoundment.
 - C. Any vehicle impounded due to violation of the Snow Emergency Ordinance shall also be issued a corresponding parking violation ticket.
 1. The parking violation ticket shall be initially attached to the impound card.
 2. Upon release of the vehicle from impound, the desk personnel processing the impound release shall serve the owner with the parking violation ticket.
- V. **EXEMPTION PERMITS**
 - A. Applications for Snow Emergency Parking Exemption permits may be obtained from the Records Section of the Royal Oak Police Department.
 - B. Permits will be granted for owners of vehicles who occupy a premises that does not have a driveway.
 - C. Issued permits must be clearly displayed in the front driver's side window.
 - D. Vehicles with permits must be parked on the street of residence (at the address) of the owner/lessee for the permit to apply.

South Lyon, Michigan, Code of Ordinances >> - CITY CODE >> Chapter 90 - TRAFFIC AND VEHICLES >>
ARTICLE I. - IN GENERAL >>

ARTICLE I. - IN GENERAL ^[6]

Sec. 90-1. - Snow emergencies.

Sec. 90-2. - Reserved.

Secs. 90-3—90-30. - Reserved.

Sec. 90-1. - Snow emergencies.

- (a) *Definitions.* As used in this section, the following words and phrases are defined as follows:

On-street parking is the parking of vehicles on any public street or right of way anywhere in the City of South Lyon.

Primary snow emergency routes are those streets generally traversing the entire city or major part thereof, and are considered essential to the rapid movement of emergency vehicles and normally carry the heaviest traffic volumes.

Secondary snow emergency routes are streets which provide access to primary snow emergency routes and are frequently used by emergency vehicles.

Snow emergency is a local weather condition during which six or more inches of snow or freezing rain is forecast by a newspaper circulated in the City of South Lyon or is broadcast by a radio or television weather bulletin and the city manager declares a snow emergency.

- (b) *Snow emergency.* A snow emergency may be declared by the city manager when six or more inches of snow or freezing rain is forecast for the area by a newspaper circulated in the City of South Lyon or is broadcast by a radio or television weather bulletin or if the aforesaid amount of snow has already accumulated in the city.
- (c) *Procedure for declaring snow emergency.* Whenever the city manager finds, on the basis of falling snow, sleet, or freezing rain or on the basis of a forecast by the United States Weather Bureau or other weather services that weather conditions will make it necessary to declare a snow emergency, the city manager may declare a "snow emergency" and prohibit parking of vehicles in certain areas of the city. Each declaration of a snow emergency made pursuant to this section shall be publicly announced by means of broadcast or telecast from stations with a normal operating range covering the city, and the city manager may cause such declaration to be further posted at a central location around the city when feasible. Each announcement shall describe the action taken by the city manager, including the time it became or will become effective, and shall specify the streets or areas affected. The snow emergency declaration made by the city manager shall specify whether it is applicable to primary snow emergency routes only or both primary and secondary snow emergency routes; and shall not go into effect until at least three hours after it has been announced and has been broadcast over city cable access channels and/or a public broadcast station.
- (d) *Record of snow emergency.* The city manager shall make or cause to be made a record of each time and date when a snow emergency declaration is announced to the public, and a copy of such "declaration of snow emergency" shall be posted in the South Lyon City Hall for

such period of time as the "snow emergency" regulations are in effect.

- (e) *Direction to post "no parking" signs.* Upon making a declaration of a snow emergency, the city manager shall direct the superintendent of public works to post "no parking" signs and/or cover the parking meters with a cover declaring "no parking" upon primary snow emergency routes only or both primary and secondary snow emergency routes as determined by the city manager.
- (f) *Continuation of snow emergency and termination.* Once in effect, a snow emergency shall remain in effect until terminated by announcement of the city manager declaring the snow emergency no longer exists. Such declaration shall be made by means of broadcast or telecast from stations with a normal operating range covering the city or it may be announced in a newspaper of general circulation when feasible.
- (g) *Removal of vehicles.* During a snow emergency, all vehicles shall be removed from all city streets and public rights-of-way as determined by the city manager until each street and public right-of-way shall have been plowed of snow to the curb line or until salt shall have been spread for control of freezing rain. While a snow emergency is in effect, no vehicle shall be parked on any public street or right-of-way within the city.
- (h) *Parking 2:00 a.m. to 6:00 a.m. prohibited.* It shall be unlawful to permit a vehicle to be parked on a street any day between 2:00 a.m. and 6:00 a.m. local time between November 1st and March 31st each winter season.
- (i) *Continuous parking on streets prohibited.* It shall be unlawful for a vehicle to remain parked on a street for a continuous period of more than 48 hours between November 1st and March 31st of the following year.
- (j) *Snow removal.* During removal of snow from the central business district, the superintendent of public works is authorized to eliminate on-street parking during the interval of time necessary to plow, load, and haul away snow from the curb line and/or sidewalk.
The superintendent of public works or his or her representative shall display one or more signs proclaiming "no parking" or he or she shall cover the parking meters with a cover declaring "no parking" during this interval, and it shall be unlawful for anyone to park a vehicle in a parking space which has a parking meter hooded with a sign proclaiming "no parking" or in any other spot where snow removal, street cleaning, or utility repairs are in progress or which has been signed "no parking."
- (k) *Impoundment of vehicles.* Any vehicle parked on a city street or public right of way in violation of a "no parking" sign posted pursuant to this section or in violation of any provision of this section may be removed, towed, and impounded pursuant to the procedures set forth in sections 90-108 and 90-109 of chapter 90 of this Code.
- (l) *Penalty.* In addition to the cost to be paid by the owner of a vehicle which is impounded pursuant to this section, any person who violates or causes a violation of this section to exist is responsible for a civil infraction.

(Ord. of 1-11-99, § 1)

Sec. 90-2. - Reserved.

Editor's note—

An ordinance adopted September 12, 2005, did not specifically amend the Code. However, such ordinance has repealed § 90-2 at the editor's discretion, in order to add similar provisions as §§ 90-35—90-38. Formerly, § 90-2 derived from Ord. of 1-27-03.

Secs. 90-3—90-30. - Reserved.

FOOTNOTE(S):

⁽⁶⁾ **Editor's note**— Ord. of January 11, 1999 enacted a new section 9.35, snow emergencies. At the discretion of the editor said section has been redesignated as 90-1, to better fit the format of the Code. ([Back](#))

David Murphy

From: Bob Tremitiere <bob@tremitiere.com>
Sent: Thursday, September 05, 2013 10:06 AM
To: steve renwick; Bob Martin; tedd wallace; Greg Jacobs; Phil Weipert; Linda Ross; David Murphy; Beth Pfiles; Norman Somers; Roger Heiple; Jack Renwick; Larry Ledbetter
Subject: Correction to August Historical Commission meeting minutes
Attachments: Untitled.pdf

At our September meeting, we made a correction to the August minutes. In the section called Depot Day Update, we incorrectly said that Parkside Cleaners would be including mention of Depot Day in their newsletter. That should have been Lakeland Printing. The corrected minutes are below. Sorry for any inconvenience.

Bob

South Lyon Historical Commission Meeting
Wednesday, August 7, 2013
Minutes

Members Present: Larry Ledbetter, Beth Pfiles, Linda Ross, Phil Weipert, new member Greg Jacobs

Members absent: Bob Tremitiere, Roger Heiple,

Larry called the meeting to order at 7:37

July Minutes: Linda motioned and Phil seconded approval of the July minutes. The motion carried.

Depot Day Update:

-The fire department will be honored this year with the 120 year celebration. The engines are the focus of the Depot Day flyer that is being passed around town. The flyer, in full color, is being placed in city businesses, and the information will be displayed on the city activities sign and on the city Facebook page. Larry will talk to the schools about having the flyer sent out electronically the first week of school. Beth mentioned that this is the way that they send information at the K-12 level instead of sending paper flyers with each child. Linda was also able to get Depot Day mentioned with Lakeland Printing under the Community Notes section of their monthly newsletter.

-Mr Grieves will sing and bagpipes will play Amazing Grace. Gail Smolarz will also be mentioned in the opening ceremonies.

-Overall, plans are going well. Still looking for persons to docent buildings during the day. May need face painters also. Beth is checking to see if her daughter is able to paint faces.

Repairs:

-Repairs to the railroad signal are progressing. Greg and Larry will meet during the week. Still to be done is to finish painting and laying rocks. The caboose needs to have some paint touch up; other repairs can wait until later. Hopefully Greg will replace the platform boards and Boy Scout Noah Gasparotto will paint the wheels and the new platform boards.

-The parking lot needs to be resurfaced, possibly next year. Phil said that is something that should be brought up with the city.

-WOW cable is sending a representative to meet with Larry re: The cable attached to the building on the rotted post. The goal is to get the cable buried and remove the rotted post. Linda asked if the cable could be moved to a different spot.

Other Business:

-Bob spoke to Debbie Nogle (assistant to City Manager David Murphy) and she is going to help to spark interest in the Historical Society.

-Bike Rack: Phil saw abandoned bike racks at a Vic Tanny near Pontiac. He will contact the realtor and see if they would be willing to donate a few to the Society.

-Someone kicked in the access panel on the backside of the Chapel, and it needs to be fixed again. It probably happened within the last week.

-Linda reminded everyone that Society dues must be up to date to hold a position within the Society, and requested that anyone not up to date please remit dues to her.

Business concluded at 8:22. Phil made a motion to adjourn and Greg seconded. Motion passed.

Notes recorded by Beth Pfiles

Notes transcribed by Bob Tremitiere, Secretary

Submitted by Larry Ledbetter, President



2512 Lansing Road
Charlotte, Michigan 48813

August 30, 2013

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

This letter is to notify you that effective September 30, 2013, the following programming moves will occur on the WOW! lineups in all our service areas:

- Investigation Discovery (Channel 103) moves from Signature Cable to Basic Cable
- Velocity HD (Channel 401) moves from HD Pak to HD Basic Cable

These moves will make this programming available to a large number of customers. HD service is required to receive HD programming.

Regards,

A handwritten signature in blue ink, appearing to read "C Andersen", is positioned above the printed name.

Christian Andersen
System Manager
candersen@wideopenwest.com
517.319.3150