

Regular City Council Meeting

May 27, 2014

Agenda

7:30 p.m. **Call to Order**
 Pledge of Allegiance
 Roll Call
 Approval of Minutes: May 12, 2014
 Approval of Bills (none)
 Approval of Agenda
 Public Comment

I. Old Business

1. Public Hearing: Annual Budget for Fiscal Year 2014-2015 & 2015-2016 for the Period July 1, 2014 to June 30, 2016
 - a. Resolution Adopting Millage Rates
 - b. Resolution Adopting Annual Budget
2. Appointments:
 - a. Cable Commission – Enclosed Are Applications for the Following Appointments: (1) Amber King, (2) Steve Kaukonen, (3) Rich Perry, (4) Daniel Pelchat, (5) Ken Pelchat, and (6) Dennis Rymarz

II. New Business

1. Youth Assistance Agreement for Fiscal Year 2014-2015 for \$13,000
2. CDBG Cooperative Agreement 2015-2017
3. Executive Session: Collective Bargaining AFSCME (See Confidential Memorandum)

III. Manager's Report

IV. Council Comments

V. Adjournment

MEMO

To: Mayor Wallace and Council Members
From: Rodney L. Cook, City Manager
Date: May 22, 2014
Re: Communication from the City Manager

I. Old Business

1. Public Hearing: Annual Budget for Fiscal Year 2014-2015 & 2015-2016 for the Period July 1, 2014 to June 30, 2016

- a. Resolution Adopting Millage Rates**
- b. Resolution Adopting Annual Budget**

2) Appointments to the Cable Commission:

Applications for Appointment/Resumes for the Cable Commission are enclosed. Council needs to appoint five individuals to this Commission.

Note: There are other vacancies for other Commissions including the DDA and Parks and Recreation Commission. I have requested a recommendation from the DDA to fill a single vacancy, as they have two interested parties. The DDA does not meet again until June 12, 2014. Ms. Ladner can then make the appointment to the DDA. The Mayor is still looking for individuals to appoint to the Parks and Recreation Commission.

II. New Business

1) Youth Assistance Agreement for Fiscal Year 2014-2015 for \$13,000

Enclosed is the annual contract for Fiscal Year 2014-2015 for your approval. It appears that the request is the same from previous years. I would recommend Council approve!

2) CDBG Cooperative Agreement 2015-2017

The enclosed letter and contract from Oakland County are an invitation to continue participating in the Oakland County Urban County Community Development Block Grant

(CDBG) program for program years 2015-2017. Every three years our Cooperation Agreement that is currently on file is automatically renewed for another three year cycle unless an amendment is required by HUD. Recent revised requirements have led HUD to request that all Cooperation Agreements be amended to more clearly delineate fair housing and civil rights obligations as well as the use of CDBG funds. I would recommend Council approve this contract.

3) Executive Session: Collective Bargaining AFSCME

General Information

Future New Well Construction: On May 7th, Bob Martin and I met with HRC for the purposes of discussing alternate water sources outside of the current aquifer. Two issues were discussed:

- (1) New water source outside the current aquifer either to the west or east.
- (2) Connection into Lyon Township's water supply south City limits, west side of Pontiac Trail.
- (3) Possible purchase of property of 1 acre.

This issue is not quite ready for discussion and I don't have a timeframe at this point.

Pedestrian/Bicycle Trail Closure: Due to the extensive rain on May 12th, a portion of the trail was closed for repair of a cave in just west of the school segment. The trail was closed from 11 Mile to the school segment. The necessary repairs have been made and the trail was reopened on May 19th.

WOW: I have been informed that WOW is in the process of dismantling the facility since it is now obsolete. Next week they will remove everything from the small building and complete outside work prior to June 30, 2014. They have asked if we have any need for the tower and I cannot think of any reason to keep it.

Salem-South Lyon Library: Councilmember Kramer requested information based on a contract the City's library board member proposed, asking whether the City would be interested in paying 1/3 of the cost. Estimated cost of the project is \$153,680. Based on the accident data supplied by Chief Collins, there have been three accidents over the last three years with one accident in the last two year period. Given my discussion with Dorreen Hannon the cost of the improvement should have:

- (1) Been completed with the original construction of the library.
- (2) Been planned for future capital improvements. (The library has an \$800,000 capital improvement fund.)
- (3) The library facility is some distance from our corporate limits and outside Oakland County.
- (4) Washtenaw County Road Commission is not contributing anything.

CITY OF SOUTH LYON
REGULAR CITY COUNCIL MEETING
May 12, 2014

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: Dixon, Kivell, Kramer, Ryzni, and Wedell

Also Present: City Manager Cook, Chief Collins, Chief Kennedy,
Department Head Martin, City Attorney Wilhelm,
and Clerk/Treasurer Deaton

Absent Councilmember Kopkowski

CM 5-1-14 MOTION TO APPROVE ABSENCE

Motion by Ryzni, supported by Dixon

Motion to approve absence of Councilmember Kopkowski

VOTE: MOTION CARRIED UNANIMOUSLY

MINUTES

Mayor Wallace stated we have two sets of minutes to approve for April 26th and April 28th.

CM 5-2-14 MOTION TO APPROVE MINUTES

Motion by Kivell, supported by Kramer

Motion to approve minutes from the Special Council Meeting of April 26th 2014

VOTE: MOTION CARRIED UNANIMOUSLY

CM 5-3-14 MOTION TO APPROVE MINUTES

Motion by Kramer, supported by Wedell

Motion to approve minutes from April 28th 2014 Council Meeting

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS

CM 5-4-14 MOTION TO APPROVE BILLS

Motion by Kivell, supported by Dixon
Motion to approve the bills as presented

VOTE: MOTION CARRIED UNANIMOUSLY

AGENDA

CM 5-5-14 MOTION TO APPROVE AGENDA

Motion by Wedell, supported by Kramer
Motion to approve agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

Carl Richards of 390 Lenox stated he has 6 items he wanted to make Council aware of. He stated he would like to know if anyone knows anything about the tour busses that were going through South Lyon, there were a lot of them. He further stated he attended the DDA meeting and wanted to make Council aware they would not be doing the hanging baskets downtown this year. Mr. Richards stated he also attended the Historical Society meeting and it was a good meeting about the history of the Civil War and the roll Michigan played in it. He stated it will not be on the Cable Channel for the first time in many years. He further stated he spoke with Dan Pelchat and he offered to help with the Cable Commission in any way he can. Mr. Richards stated he heard Bricco will be working on the roads again soon. He stated he is hoping the railroad will be included in the road project. He further stated the Tube Mill is coming along great with its expansion.

OLD BUSINESS

1. 2ND Reading- Ordinance No. 03-14, Amending Section 58-77 Begging Ordinance

Attorney Wilhelm stated this is the second reading of the amended begging ordinance. He stated this replaces an ordinance that the City had that was similar to one that was challenged by the ACLU to the State and they won. The new ordinance has language that has been adopted by other Communities that has been accepted. He further stated there have been no changes in the language since the first reading.

5/12/14

CM 5-6-14 MOTION TO APPROVE SECOND READING

Motion by Kramer, supported by Rzyzi

Motion to approve the second reading of Ordinance 03-14 amending Section 58-77 to prohibit aggressive begging.

VOTE: MOTION CARRIED UNANIMOUSLY

2. Sale of Assets- Police Department

Chief Collins stated this is for the second of the two Intrepid vehicles they are disposing of. The first one sold for over \$1,500.00 therefore he is asking Council for approval to dispose of this vehicle on the auction website and he is expecting close to the same price.

CM 5-7-14 MOTION TO APPROVE SALE OF POLICE VEHICLE

Motion by Rzyzi, supported by Dixon

Motion to approve the sale of the following vehicle: 2004 Dodge Intrepid
VIN: 2B3HD46V24H663414

VOTE: MOTION CARRIED UNANIMOUSLY

3. City Manager Contract for Elizabeth Lynn Ladner

Attorney Wilhelm stated this is a draft of an agreement with Lynn Ladner for the City Manager position. Councilman Kivell stated in Section 3 he would like the word Commission changed to Council. Councilman Kramer stated Section 12 states she would like a defined benefit contribution. He asked if we changed the number of years for being vested. Attorney Wilhelm stated MERS treats all non-union employees the same. The vesting period is 8 years. Councilman Kivell stated it seems we are paying the entire cost of the moving expenses, and he was surprised by that. He offered the idea of covering the cost as a loan to be paid back in two years. Councilman Rzyzi stated he would like to know if we will set a not to exceed amount and how will this be paid to her? Mayor Wallace stated she will present receipts to us such as she did for the interview process.

CM 5-8-14 MOTION TO APPROVE EMPLOYMENT AGREEMENT

Motion by Wedell, supported by Rzyzi

Motion to approve the presented employment agreement under the understanding of a satisfactory medical report she is capable of doing the job.

VOTE: MOTION CARRIED UNANIMOUSLY

5/12/14

NEW BUSINESS

1. Proposed Amendment to the Oakland County Solid Waste Plan

City Manager Cook stated this was handled two weeks ago at a RRRASOC meeting, it was recommended that this be approved. It is an issue they deal with from year to year. They have provided a summary for Council to review.

CM 5-9-14 MOTION TO APPROVE RESOLUTION

Motion by Wedell, supported by Dixon

Motion to approve the resolution to amend the Oakland County Solid Waste Plan as amended

VOTE: MOTION APPROVED UNANIMOUSLY

2. Waiver of Fee and Contract to Providing Training for the Police/Fire

Chief Kennedy stated they have an opportunity to have structure training. Gene Carroll has offered the use of the house behind the Village Bakery for Police and Fire training. The house will be demolished for additional parking for the brewery. Chief Kennedy stated in appreciation they would like to waive the demolition permit fee that the City would normally charge. He further stated he would like Council to approve the waiver that would release the Fire and Police from liability for destruction of property. Attorney Wilhelm stated he has prepared a draft contract for Council to approve. The owners have been contacted and there are two owners and they will both sign the Contract. He stated this contract will waive the rights of the owners for damage and the contract also states the house will be used for Police/Fire training. He further said the contract will state we will hold the owners harmless of any damage as well. Chief Kennedy stated they will not be using live fire during the training; they will be using theatrical smoke. Chief Collins stated they will not be using actual firearms. Councilman Kivell asked how long after the training will the house be demolished. Chief Kennedy stated they want to use the building for as long as possible for training purposes.

CM 5-10-14 APPROVAL OF AGREEMENT

Motion by Kramer, supported by Wedell

Motion to approve the agreement with the Lafayette Group LLC and Paula Allen as presented

VOTE: MOTION CARRIED UNANIMOUSLY

CM 5-11-14 MOTION TO APPROVE WAIVER OF PERMIT

Motion by Kramer, supported by Wedell

Motion to approve waiver of demolition permit fee contingent on the contract being approved by all parties.

VOTE: MOTION CARRIED UNANIMOUSLY

3. Parade/Demonstration Application from VFW Hall to hold Memorial Day Parade on May 26, 2014

Chief Collins stated the route will be the same as in previous years and he recommends the approval of the application.

CM 5-12-14 MOTION TO APPROVE THE PARADE APPLICATION

Motion by Rzyzi, supported by Kramer

Motion to approve the parade/demonstration application from the VFW for the Memorial Day Parade on May 26, 2014

VOTE: MOTION CARRIED UNANIMOUSLY

MANAGERS REPORT

City Manager Cook stated Bricco should be in town today or tomorrow, but there are things they may not be able to do until the end of the week due to the rain. He further stated there was a railroad diagnostic review in December of 2012. They are supposed to work with MDOT to redo that area. He stated he is hoping it will be worked on later this year. The Railroad told MDOT they do not intend on fixing this in 2014 but he doesn't think the Road Commission will accept that.

COUNCIL COMMENTS

Councilman Kivell stated the grand opening for the Cultural Arts show was really nice, and there were approximately 300 plus people here. He stated the Bricco issue is disappointing. Residents in town are all working on their own yards, and he doesn't understand why they can't work on them as well. Mayor Wallace stated originally the agreement was for sod to be put down, but now they are using grass seed. Mayor Wallace stated the contract states it must be finished by the end of June.

Councilman Rzyzi stated he missed the Cultural Arts Commission grand opening, but he did make a donation and he is proud to be a partner of the Cultural Arts. He stated he has spoken with Ms. Lemke from the Cultural Arts Commission and they need volunteers and he would encourage anyone interested in getting involved. They need donations as well.

5/12/14

He further stated he would like to congratulate Dr. Jamie Penn because she was elected the president of the Junior Chamber and he looks forward to working with her as a board member.

Councilman Kramer stated he received a phone call from Salem Township trustee and the Library, County, and Township are all in talks to extend the shoulder across from the Library entrance. City City Manager Cook stated he will call them.

Councilmember Dixon stated she enjoyed the opening for the Arts Commission as well.

Mayor Wallace stated the art will be displayed in the lobby at City Hall for a month. He stated the Memorial Day Parade starts at 9:00 a.m. on the 26th. He stated the next Council Meeting will be on Tuesday the 27th because of the Memorial Day holiday. Mayor Wallace stated he would like to congratulate Aubrees for opening here in South Lyon. He stated he would like to thank the City's bookkeeper Lori Mosier for attending the meeting tonight in case Council had questions on the contract with the City Manager. Mayor Wallace stated the city-wide clean-up day is Saturday the 17th of May. Department Head Martin stated this event seems to get smaller every year. He stated the church will call him on Wednesday to let him know how many volunteers they have.

ADJOURNMENT

CM 5-13-14 MOTION TO ADJOURN MEETING

Motion by Dixon, supported by Kramer
Motion to adjourn the meeting at 8:15 p.m.

VOTE:

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Tedd Wallace Mayor

Lisa Deaton Clerk/Treasurer



CITY OF SOUTH LYON

Mayor

Tedd M. Wallace

Council Members

Beverly Dixon

Glenn Kivell

Erin Kopkowski

Michael Kramer

Joseph Rzyzi

Harvey Wedell

City Manager

Rod Cook

Clerk/Treasurer

Lisa Deaton

335 S Warren,

South Lyon, MI 48178

248-437-1735

Fax 248-486-0049

www.southlyonmi.org

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

RESOLVED, that the City Clerk certify to the City Assessor for spreading on the Assessment Roll of the City of South Lyon for the year 2014-2015 the following amounts, based on taxable value

1. At the rate of 9.7375 mills per \$1,000 of valuation for General Fund Operation
2. At the rate of 2.5000 mills per \$1,000 of valuation for Wastewater General Obligation Bonds
3. At the rate of 1.1675 mills per \$1,000 of valuation for Capital Improvement Fund
4. At the rate of .3450 mills per \$1,000 of valuation for 1999 Building Authority (Land Acquisition)

RESOLVED FURTHER, that due to the May 2, 1984 Election whereby the Library become a free standing and District Library for all purposes including the levy of 1.5002 and overall levy for the City will be 15.2502 mills, of which 13.75 mills will be used for City Operation and debt.

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

RESOLVED FURTHER, that all installments reported to the City Treasurer as delinquent of Special Assessments and other charges, together with interest due thereon, as provided in Section 1.276 of the City Charter; unpaid charges for water consumption and water tap installation, as proved in Chapter 24 of the South Lyon City Code be assessed against the properties benefited and included in the 2014 Tax Roll.

RESOLVED FURTHER, that the millage for the entire fiscal year 2014-2015 budget not to exceed 13.75 mills.

VOTE:



CITY OF SOUTH LYON

Mayor

Tedd M. Wallace

Council Members

Beverly Dixon

Glenn Kivell

Erin Kopkowski

Michael Kramer

Joseph Rzyzi

Harvey Wedell

City Manager

Rod Cook

Clerk/Treasurer

Lisa Deaton

335 S Warren,
South Lyon, MI 48178
248-437-1735
Fax 248-486-0049
www.southlyonmi.org

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

WHEREAS, in April 2014 the City Manager submitted to City Council a proposed budget for the fiscal year July 1, 2014 through June 30, 2015 and

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

NOW, THEREFORE, BE IT RESOLVED the City Council hereby adopts the 2014-2015 fiscal budget as shown in the budget document on the summary page, and detailed on the following pages, in the total amount of \$

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

	<u>FUND NO.</u>
Major Street Operation	202
Local Street Operation	203
Community Development Block Grant	274
Equipment Replacement Fund	592
Capital Improvement Fund	641
Land Acquisition	509
Downtown Development Authority	280
 <u>General Debt Service</u>	
2003 G.W. WW Treatment/Bond G.O	307
1999 Building Authority-Land Acquisition	369
2005 Downtown Development Authority	369

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

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

VOTE:

CITY OF SOUTH LYON
Application for Appointment

Date: 2/26/14

Name: Amber King

Address: 791 Westbrooke Dr.

City, State, Zip Code: South Lyon, MI 48178

Home Phone: 248.446.2069 Business Phone: 248.982.4532

Occupation: Market Research Analyst

Employer: BCBSM, contracted through Lazer Technologies

Education & Related Experience: B.A., Psychology & Mathematics,
Bryn Mawr College, 1991. M.A., Applied Statistics,
University of Michigan, 1999.

Are you a citizen of the United States? Yes ☒ No ☐

Are you in default to the City? Yes ☐ No ☒

Is any member of your family an elected official of the City? Yes ☐ No ☒

If so, who? _____

Please select which position(s) you are interested in

Board/Commission	
Planning Commission	<input type="checkbox"/>
Parks & Recreation Commission	<input type="checkbox"/>
Board of Review	<input type="checkbox"/>
Housing Commission	<input type="checkbox"/>
Zoning Board of Appeals	<input type="checkbox"/>
Historical Commission	<input type="checkbox"/>
Building Authority	<input type="checkbox"/>
Construction Board of Appeals	<input type="checkbox"/>
Cultural Arts Commission	<input type="checkbox"/>
Other <u>Cable Commission</u>	<input checked="" type="checkbox"/>

Special qualifications: I have strong communication skills, am proficient in PowerPoint, and work well in a team environment.

Describe why you are interested in this position: I am interested in helping move our city's cable channel forward, so that it can be as beneficial to our residents as possible.

How long have you lived in South Lyon? 11 years

Previous place of Residence? Northville; Farmington Hills

References:

1. Katherine Housman 248.446.5061
2. Stephanie Rife 248.231.6766
3. Shelley Amon 248.701.8411

Applicant's Signature: Amber L. King Date: 3/11/14

Please print this application and submit to:

City of South Lyon
Attn: Clerk's Office
335 S. Warren Street
South Lyon, MI 48178
Tel. (248) 437-1735

You may also copy & paste application into an email message and send to: Ideaton@southlyonmi.org

For Office Use Only

Comments: _____

Appointed to: _____ Date: _____

CITY OF SOUTH LYON
Application for Appointment

Date: 3-6-14

Name: STEVE KAUKONEN

Address: 1120 Polo Dr.

City, State, Zip Code: South LYON, MI 48178

Home Phone: 248 446 6146 Business Phone: 248 767 2801

Occupation: CONSULTANT

Employer: ACCENTURE

Education & Related Experience: B.A. BUSINESS MGT - HOPE COLLEGE
COLLABORATION PROGRAM CHANGE & ADOPTION LEAD - ACCENTURE

Are you a citizen of the United States? Yes ☒ No ☐

Are you in default to the City? Yes ☐ No ☒

Is any member of your family an elected official of the City? Yes ☐ No ☒

If so, who? _____

Please select which position(s) you are interested in

Board/Commission	
Planning Commission	<input type="checkbox"/>
Parks & Recreation Commission	<input type="checkbox"/>
Board of Review	<input type="checkbox"/>
Housing Commission	<input type="checkbox"/>
Zoning Board of Appeals	<input type="checkbox"/>
Historical Commission	<input type="checkbox"/>
Building Authority	<input type="checkbox"/>
Construction Board of Appeals	<input type="checkbox"/>
Cultural Arts Commission	<input type="checkbox"/>
Other <u>CABLE COMMISSION</u>	<input checked="" type="checkbox"/>

Special qualifications: DIPLOMATIC & COLLABORATIVE STYLE OF WORKING

Describe why you are interested in this position: AS A SUBSCRIBER TO THE
HERALD I'VE WATCHED AS A SPECTATOR THE EVOLUTION OF
THE CABLE SAGA & FELT I COULD HELP BRING A FRESH
PERSPECTIVE IN DEVELOPING PARAMETERS AROUND THE PROGRAMMING
TO HELP MOVE IT FORWARD.

How long have you lived in South Lyon? ~13 YEARS

Previous place of Residence? REDFORD

References:

1. JENNIFER CHAPUSEAUX - jchapuseaux@sfish.org
2. JOE MUZZI - josephmuzzi@gmail.com
3. JOE CAVICCHIOLO - mtrcityjoe@mac.com

Applicant's Signature: 

Date: 3/6/14

Please print this application and submit to:

City of South Lyon
Attn: Clerk's Office
335 S. Warren Street
South Lyon, MI 48178
Tel. (248) 437-1735

You may also copy & paste application into an email message and send to: Ideaton@southlyonmi.org

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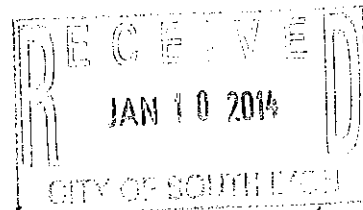
Comments: _____

Appointed to: _____

Date: _____

CITY OF SOUTH LYON

Application for Appointment



Date:

1/10/14

Name:

Rich Perry

Address:

875 Westbrooke Dr.

City, State, Zip Code:

South Lyon, MI 48178

Home Phone:

810-923-2520

Business Phone:

Occupation:

Director of Product Development

Employer:

CV Solutions Group

Education & Related Experience:

B.A. in Communications, and Political Science. worked in cable television as a producer, director, editor for 15 years, specifically w/ PEG channels. Founded Lyon Film Festival.

Are you a citizen of the United States? Yes ☒ No ☐

Are you in default to the City? Yes ☐ No ☒

Is any member of your family an elected official of the City? Yes ☐ No ☒

If so, who?

Please select which position(s) you are interested in

Board/Commission	
Planning Commission	<input type="checkbox"/>
Parks & Recreation Commission	<input type="checkbox"/>
Board of Review	<input type="checkbox"/>
Housing Commission	<input type="checkbox"/>
Zoning Board of Appeals	<input type="checkbox"/>
Historical Commission	<input type="checkbox"/>
Building Authority	<input type="checkbox"/>
Beautification Committee	<input type="checkbox"/>
Cultural Arts Commission	<input type="checkbox"/>
Other Cable Commission	<input checked="" type="checkbox"/>

Special qualifications: Producer Director in cable and
in business applications for over 20 years.

Describe why you are interested in this position: To help the city
with policy related to PEG channels. To, help
if necessary work w/ now in

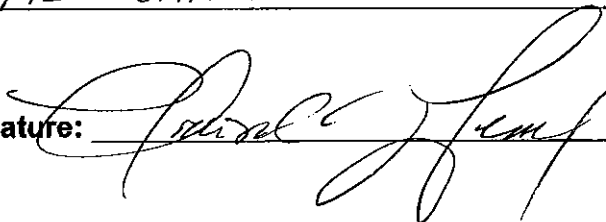
If necessary, work w/ potential new cable companies who have
an interest in providing service in S. L.

How long have you lived in South Lyon? 17 years.

Previous place of Residence? _____

References:

1. Mack Dobbie 248.497.0448
2. Kristen Delany 248.303.3778
3. Chris Conner 248.921.3426

Applicant's Signature:  Date: 1/10/14

Please print this application and submit to:

City of South Lyon
Attn: Clerk's Office
335 S. Warren Street
South Lyon, MI 48178
Tel. (248) 437-1735

You may also copy & paste application into an email message and send to: jzemke@southlyonmi.org

For Office Use Only

Comments: _____

Appointed to: _____ Date: _____

CITY OF SOUTH LYON
Application for Appointment

Date: 1/23/2014

Name: Daniel L. Pelchat

Address: 364 Stanford

City, State, Zip Code: South Lyon, Mi 48178

Home Phone: (248)-721-0714

Business Phone: See Home

Occupation: IT Technician / Field Tech

Employer: South Lyon Community Schools / PCMI

Education & Related Experience: Graduated 2010 Specs Howard School of Media Arts,
Employee of South Lyon Community Schools Technology Department on and off since 1998.

Helped broadcast local sports on SLC-TV since 2006

Best On-Air Personality Specs Howard RT-V 7/09 March, 2010

Are you a citizen of the United States? Yes ☒ No ☐

Are you in default to the City? Yes ☐ No ☒

Is any member of your family an elected official of the City? Yes ☐ No ☒

If so, who? _____

Please select which position(s) you are interested in

Board/Commission	
Planning Commission	<input type="checkbox"/>
Parks & Recreation Commission	<input type="checkbox"/>
Board of Review	<input type="checkbox"/>
Housing Commission	<input type="checkbox"/>
Zoning Board of Appeals	<input type="checkbox"/>
Historical Commission	<input type="checkbox"/>
Building Authority	<input type="checkbox"/>
Beautification Committee	<input type="checkbox"/>
Cultural Arts Commission	<input type="checkbox"/>
Other	<input checked="" type="checkbox"/>

Special qualifications: _____

Describe why you are interested in this position: This is what I went to school for... I have worked
behind the scenes for years here in South Lyon waiting and hoping for an opportunity to pop up while
searching for other opportunities within the local area. I am excited and want to be part of it.

How long have you lived in South Lyon? 30 years

Previous place of Residence? 617 Old Pond South Lyon, MI 48178

References:

1. Brent Carey (Phone) 248-358-900 (Email) - bcarey@spechoward.edu
2. Chester Cox (Phone) 248-573-8917 (Email) - coxc@slcs.us
3. Mark Lewis (Phone) 248-444-2241

Applicant's Signature: _____ **Date:** 1/23/2014

Please print this application and submit to:

City of South Lyon
Attn: Clerk's Office
335 S. Warren Street
South Lyon, MI 48178
Tel. (248) 437-1735

You may also copy & paste application into an email message and send to: jzemke@southlyonmi.org

For Office Use Only

Comments: _____

Appointed to: _____ **Date:** _____

CITY OF SOUTH LYON
Application for Appointment

Date: 3/3/2014

Name: Ken Pelchat
Address: 364 Stanford
City, State, Zip Code: South Lyon Mi 48178
Home Phone: 248-437-3057 Business Phone: _____
Occupation: Ford Motor Co. (*retired)
Employer: N/A
Education & Related Experience: _____

Are you a citizen of the United States? Yes ☒ No ☐

Are you in default to the City? Yes ☐ No ☒

Is any member of your family an elected official of the City? Yes ☐ No ☒

If so, who? _____

Please select which position(s) you are interested in

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Board of Review	<input type="checkbox"/>
Housing Commission	<input type="checkbox"/>
Zoning Board of Appeals	<input type="checkbox"/>
Historical Commission	<input type="checkbox"/>
Building Authority	<input type="checkbox"/>
Construction Board of Appeals	<input type="checkbox"/>
Cultural Arts Commission	<input type="checkbox"/>
Other <u>CABLE Commission</u>	<input checked="" type="checkbox"/>

Special qualifications: _____

Describe why you are interested in this position: Grandson needs third
person on cable commission

How long have you lived in South Lyon? 37 years

Previous place of Residence? _____

References:

1. Daniel Pelchat 248-721-0714 (cell)

2. _____

3. _____

Applicant's Signature: Ken Pelchat Date: 3/3/2014

Please print this application and submit to:

City of South Lyon
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Tel. (248) 437-1735

You may also copy & paste application into an email message and send to: Ideaton@southlyonmi.org

For Office Use Only

Comments: _____

Appointed to: _____ Date: _____

CITY OF SOUTH LYON
Application for Appointment

Date: March 6, 2014

Name: Dennis Rymarz

Address: 530 Thoreau Lane

City, State, Zip Code: South Lyon, MI 48178

Home Phone: (313) 918-6431

Business Phone: (313) 791-3507

Occupation: Station Manager / Producer / On-air Talent

Employer: WDHT-TV, the cable station for the city of Dearborn Heights, MI

Education & Related Experience: Please see attached resume

Are you a citizen of the United States? Yes ☒ No ☐

Are you in default to the City? Yes ☐ No ☒

Is any member of your family an elected official of the City? Yes ☐ No ☒

If so, who? _____

Please select which position(s) you are interested in

Board/Commission	
Planning Commission	<input type="checkbox"/>
Parks & Recreation Commission	<input type="checkbox"/>
Board of Review	<input type="checkbox"/>
Housing Commission	<input type="checkbox"/>
Zoning Board of Appeals	<input type="checkbox"/>
Historical Commission	<input type="checkbox"/>
Building Authority	<input type="checkbox"/>
Construction Board of Appeals	<input type="checkbox"/>
Cultural Arts Commission	<input type="checkbox"/>
Other <u>Cable Television Commission</u>	<input checked="" type="checkbox"/>

Special qualifications: Please see attached resume

Describe why you are interested in this position:

After moving to South Lyon a little more than a year ago, I quickly realized that the cable access channels had a tremendous amount of potential, and based on my extensive background in TV, radio, and print media, I feel that I could be a valuable member of South Lyon's Cable Television Commission. My long-term goals include upgrading the technology, initiating relevant programming, and reaching out to other communities to coordinate appropriate projects. I also hope to establish a budget, based largely on grants that I plan to write myself.

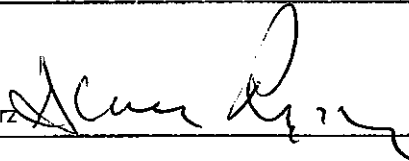
How long have you lived in South Lyon? My family moved to South Lyon in November, 2012.

Previous place of Residence? Dearborn, MI, since 1999

References:

1. Craig Johnston, South Lyon resident, (248) 437-5046
2. Bob Ankrapp, Emergency Manager for the city of Dearborn Heights, (313) 791-3507
3. Bill & Linda Erwin, South Lyon business owners and residents, (248) 437-0150

Applicant's Signature: Dennis Rymarz



Date: March 6, 2014

Please print this application and submit to:

City of South Lyon
Attn: Clerk's Office
335 S. Warren Street
South Lyon, MI 48178
Tel. (248) 437-1735

You may also copy & paste application into an email message and send to: Ideaton@southlyonmi.org

For Office Use Only

Comments: _____

Appointed to: _____ **Date:** _____

Dennis Rymarz

Summary

I am a print and broadcast journalist with more than 12 years combined industry experience. I am skilled in news and feature writing, news reporting, and audio & video production. I am also very comfortable behind the microphone or in front of the camera in a news/talk format.

Experience

Studio Asst./On-air Host WDHT – TV Dearborn Heights, MI 06/12 - present

- Responsible for producing ongoing programming—including planning content, researching material, and scheduling guests—for the city's government access cable television channel
- Host *Around Town*, a TV news magazine covering news from Dearborn and Dearborn Heights

News Reporter WMOM Radio Ludington, MI 04/16/12 - 04/27/12

- Covered the two-week “Baby Kate” trial as a special reporter for the commercial music station
- Responsible for continual updates from the courtroom via social media, daily on-air analysis during breaks in the trial, and writing regular news updates for broadcast and the internet

News Director/On-air Host WHFR (FM 89.3) Dearborn, MI 08/09 - present

- Produce local public affairs programming and create public service announcements & promos for the independent radio station at Henry Ford Community College
- Co-host two news/talk shows: *The New WHFR Journal* and *Dearborn Heights News & Views*

Journalist/Writer Freelance Dearborn, MI 09/99 - present

- Contribute regularly to various print media, including *Dearborn Press & Guide*, *Dearborn Times-Herald*, *Lansing City Pulse*, and *South Lyon Herald*
- Current *Press & Guide* beat covers Dearborn Heights news, with a focus on local government

Education

Henry Ford Community College Dearborn, MI 08/08 – 12/11

Associate of Arts – Telecommunication

- Editor-in-chief of HFCC's student run newspaper, *Mirror News* (08/10 – 12/11)
- Member Michigan Association of Broadcasters (MAB) Foundation Student Advisory Committee (appointed fall 2010)
- Recipient 2010 MAB Foundation scholarship
- Recipient 2009 Francis G. Barrett Creative Writing Award scholarship
- Technical experience includes Pro Tools, Audacity, Final Cut Pro, Avid, and Adobe products

SOUTH LYON AREA YOUTH ASSISTANCE



1000 North Lafayette Street
South Lyon, MI 48178

Phone: 248-573-8189
Fax: 248-486-4067

Invoice

March 18, 2014

Bill To:

Interim City Manager
City of South Lyon
335 S. Warren
South Lyon, MI 48178

Date	Description	Amount			Total
7/01/2014	Contract for Services	13,000.00			13,000.00
to					
6/30/2015					
				Balance	13,000.00

AGREEMENT

SOUTH LYON AREA YOUTH ASSISTANCE PROGRAM

AND

THE CITY OF SOUTH LYON

Agreement to appropriate funds for the
support of services for the prevention
of juvenile delinquency and neglect

THIS AGREEMENT, made this first day of July, 2014, by and between the City of South Lyon, a Michigan municipal corporation of the County of Oakland, State of Michigan, whose address is 335 South Warren Street, South Lyon, Michigan 48178, hereinafter referred to as City, and the South Lyon Area Youth Assistance Program, whose address is 1000 North Lafayette, South Lyon, Michigan 48178, mutually agree as follows:

WHEREAS, the City has determined there is need for certain services to residents, specifically related to the prevention of juvenile delinquency and neglect within the community, and

WHEREAS, the City has determined that it is impractical at this time to render such services directly utilizing City Personnel and facilities, and

WHEREAS, the City has statutory authority under MCLA 123.461 to operate centers aimed at curbing juvenile delinquency within the community, and

WHEREAS, it is within the public welfare to provide other programs aimed at curbing juvenile delinquency and providing youth involvement, education, and recreation within the City, and

WHEREAS, the Juvenile Court has statutory authority under MCLA 712.2(e) to assist in or establish programs aimed at the prevention of juvenile delinquency and neglect, and

WHEREAS, the South Lyon Area Youth Assistance Program is such a program, established by the Juvenile Court for the County of Oakland, in cooperation with the City of South Lyon, the Township of Lyon, and the South Lyon Community Schools, and

WHEREAS, the South Lyon Area Youth Assistance Program is willing to furnish such services to the City and the City is willing to appropriate funds for the support of such services;

NOW, THEREFORE, the parties hereby agree as follows:

1. The South Lyon Area Youth Assistance Program agrees to furnish and the City agrees to appropriate funds for the support of counseling services for the prevention of juvenile delinquency and neglect within the City, and for youth involvement, education, and recreation programs.

2. This agreement shall become effective on July 1, 2014 and shall terminate on June 30, 2015. The terms of this agreement shall be automatically renewed each year thereafter unless either party shall notify the other in writing sixty (60) days prior to the anniversary date that it desires to modify this agreement.

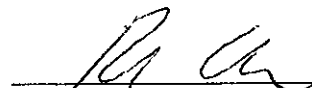
3. The City shall provide the South Lyon Area Youth Assistance Program with the sum of Thirteen Thousand Dollars (\$13,000.00) during the 2014-2015 Fiscal Year to be used for the provisions of these services.

4. The South Lyon Area Youth Assistance Program and/or The City of South Lyon reserves the right to terminate this agreement, upon sixty (60) days written notice, if and when the South Lyon Area Youth Assistance Program ceases to exist.

WITNESSED BY:

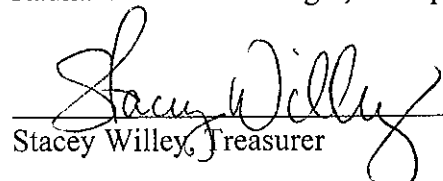
SOUTH LYON AREA YOUTH ASSISTANCE

CITY OF SOUTH LYON



Radha Vichare Kshirsagar, Chairperson

Rod Cook City Manager



Stacey Willey, Treasurer

Lisa Deaton, Clerk/Treasurer



OAKLAND COUNTY EXECUTIVE L. BROOKS PATTERSON

COMMUNITY &
HOME IMPROVEMENT

Karry Rieth, Manager
(248) 858-0493

May 20, 2014

The Honorable Tedd Wallace, Mayor
City of South Lyon
335 S Warren
South Lyon MI 48178-1317

RE: 2015-2017 Cooperation Agreements

Dear Mayor Wallace:

We invite the City of South Lyon to continue participating in the Oakland County Urban County Community Development Block Grant (CDBG) program for program years 2015-2017. The City has participated during the past three years. During this period, approximately \$81,741 has funded programs to address the needs of low income residents.

The U. S. Department of Housing and Urban Development (HUD) requires the County to renew its Cooperation Agreement with participating communities every three years. Your participation is essential to the County and the other cities, townships, and villages that combine demographics each year to achieve the highest level of federal funding for local projects. Participation in the urban county requires a three year commitment and your community must remain in the program for the three year duration. If your community chooses to remain with the urban county, it is ineligible to apply for grants under the State CDBG program while a part of the urban county.

Besides the annual CDBG allocation, participating communities also benefit from the County's federally funded HOME Investment Partnerships and Emergency Solutions Grant (ESG) programs. HOME funds are combined with CDBG funds each year to improve local housing stock through our Home Improvement Program. ESG funds are used to meet the needs of the homeless through emergency shelters, rapid re-housing, and homeless prevention assistance.

As a current participant, there is a Cooperation Agreement between the City of South Lyon and Oakland County on file. This three year Cooperation Agreement is automatically renewed for each three year cycle unless an amendment is required by HUD. Recent revised requirements have led HUD to request that all Cooperation Agreements be amended to more clearly delineate fair housing and civil rights obligations as well as the use of CDBG funds,

The revised Cooperation Agreement (see attached) contains an explicit provision obligating the county and the cooperating units of general local government to take all actions necessary to assure compliance with the urban county's certification under section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and affirmatively furthering fair housing. The provision also includes the obligation to comply with section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975 and an obligation to comply with other applicable laws.

The agreement also contains a provision prohibiting urban county funding for activities in, or in support of, any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction or that impedes the county's actions to comply with the county's fair housing certification. This provision is required because noncompliance by a unit of general local government included in an urban county may constitute noncompliance by the grantee (i.e., the county) that can, in turn, provide cause for funding sanctions or other remedial actions by HUD.

A new requirement regarding the use of CDBG funds was placed in the Transportation, Housing and Urban Development, and Related Agencies Appropriations Act, 2014, Pub. L. 113- 76. A unit of general local government may not sell, trade, or otherwise transfer all or any portion of such funds to a metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Housing and Community Development Act of 1974, as amended. This requirement arose as a result of discovering that units of general local government located within an urban county were trading CDBG funds for unrestricted local funds.

In order to continue to participate in the Oakland County urban county program the City must submit the following documents by Friday June, 2014:

- 1) **A resolution (see attached) specifically designed to meet HUD requirements. Please ensure that the original resolution is signed, dated and certified by the Clerk. Alternatively, the original resolution can be signed and dated by the Clerk and embossed with a seal. Please send us the original resolution and keep a copy for your records.**
- 2) **A revised Cooperation Agreement (see attached) specifically designed to meet HUD requirements. Please ensure that the Cooperation Agreement is signed, dated and witnessed. Please send us the original Cooperation Agreement and keep a copy for your records.**

If you decide to opt out of the urban county program, a letter signed by the chief executive officer is required. This letter should state that the community intends to opt out of the Oakland County urban county program. Due to federal requirements, you must submit this letter to the County **and** to HUD. Please mail HUD's copy of the letter to: U.S. Department of Housing and Urban Development, Keith E. Hernandez, AICP, Director, Community Planning and Development, Patrick V. McNamara Building, 477 Michigan Ave., Suite 1710, Detroit MI, 48226-2592 by **Friday, June 20, 2014**. The County's copy of the letter should be mailed to: Carla Spradlin, Grant Compliance & Program Coordinator, by **Friday, June 20, 2014**. If you have questions, please contact Carla at (248) 858-5312. We look forward to three more years of productive partnership.

Sincerely,



Karry L. Rieth, Manager

cc: Kristen Delaney, Director of Community and Economic Development

COOPERATIVE AGREEMENT
Oakland County "Urban County"
Community Development Block Grant Program

THIS AGREEMENT made and entered into this 1st day of July, 2014 by and between the (City of South Lyon), Michigan hereinafter referred to as the "Community", and the County of (Oakland), a Michigan Constitutional Corporation, State of Michigan, hereinafter referred to as the "County":

WHEREAS, the Housing and Community Development Act of 1974 as amended provides an entitlement of funds for Community Development purposes for urban counties; and

WHEREAS, Oakland County has been designated as an Urban County provided that it secures Cooperation Agreements with various communities in Oakland County; and

WHEREAS, this agreement covers both the Community Development Block Grant Entitlement Program and, where applicable, the HOME Investment Partnership program; and

NOW THEREFORE, the Community and County do hereby promise and agree:

THAT the Community may not apply for grants from appropriations under Small Cities or State CDBG programs for fiscal years during the period in which it is participating in the urban county's CDBG program; and

THAT the Community may not participate in a HOME consortium except through the urban county, regardless of whether the urban county receives a HOME formula allocation; and

THAT the County shall have final responsibility for selecting Community Development Block Grant (and HOME, where applicable) activities and annually filing a Consolidated Plan with HUD; and

THAT the County will, on behalf of the Community, execute essential Community Development and Housing Assistance applications, plans, programs and projects eligible under the Housing and Development Act of 1974 as amended; and

THAT the Community and the County will cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing; and

THAT the Community and the County will take all actions necessary to assure compliance with the County's certification required by Section ~104(b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, and other applicable laws; that the County is prohibited from funding activities in or in support of any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction, or that impedes the County's actions to comply with the county's fair housing certification; and that funding by the County is contingent upon the Community's compliance with the above; and

THAT the Community has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within its jurisdiction; and

THAT a unit of general local government may not sell, trade, or otherwise transfer all or any portion of such funds to a metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Housing and Community Development Act of 1974, as amended; and

THAT the qualification period of this agreement as defined in the HUD regulations and guidelines shall be Federal Fiscal Years 2015/2016/2017, and such additional period of time for the purpose of carrying out activities funded by Community Development Block Grants from Federal Fiscals years 2015/2016/2017, appropriations and from any program income generated from the expenditure of such funds; further that the period of time of this Agreement shall be automatically renewed in successive three-year qualification periods, unless the County or the Community provides written notice it elects not to participate in a new qualification period. A copy of this notice must be sent to the HUD State Office by the date specified in HUD's urban county qualification notice for the next qualification period; further the County will notify the Community in writing of its right to make such election by the date specified in HUD's urban county qualification notice; and

THAT the Community resolves to remain in Oakland County's Urban County programs for an indefinite period of time or until such time it is in the best interest of this Community to terminate the Cooperation Agreement and such additional period of time for the purpose of carrying out activities funded by Community Development Block Grants and from any program income generated from the expenditure of such funds. Furthermore, that the period of time of this Agreement shall be automatically renewed in successive three-year qualification periods, unless the County or the Community provides written notice it elects not to participate in a new qualification period. A copy of this notice must be sent to the HUD State Office by the date specified in HUD's Urban County Qualification Notice for the next qualification period; further the County will notify the Community in writing of its right to make such election by the date specified in HUD's Urban County Qualification Notice; and

THAT failure by either party to adopt an amendment to this Agreement incorporating all changes necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice applicable for a subsequent three year urban county qualification period, and to submit the amendment to HUD as provided in the Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period, and to submit the amendment to HUD as provided in the Urban County Qualification Notice, will void the automatic renewal of such qualification period; and

THAT this Agreement remains in effect until the CDBG (and HOME where applicable) funds and income received with respect to activities carried out during the three year qualification period (and any successive qualification periods under this automatic renewal provision) are expended and the funded activities completed, and that the County and Community may not terminate or withdraw from this agreement while this agreement remains in effect; and

THAT the Community shall inform the County of any income generated by the expenditure of CDBG funds received by the Community; and

THAT any such program income generated by the Community must be paid to the County, unless at the County's discretion, the Community may retain the program income as set forth in 24 CFR 570.503; and

THAT any program income the Community is authorized by the County to retain may only be used for eligible activities approved by the County in accordance with all CDBG requirements as may then apply; and

THAT the County has the responsibility for monitoring and reporting to HUD on the use of any such program income, thereby requiring appropriate record keeping and reporting by the Community as may be needed for this purpose; and

THAT in the event of close-out or change in status of the Community, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County; and

THAT the Community shall provide timely notification to the County of any modification or change in the use of the real property from that planned at the time of acquisition or improvement including disposition; and

THAT the Community shall reimburse the County in the amount equal to the current fair market value (less any portion of the value attributable to expenditures of non-CDBG funds) of real property acquired or improved with Community Development Block Grant funds that is sold or transferred for the use which does not qualify under the CDBG regulations; and

THAT the Community shall return to the County program income generated from the disposition or transfer of real property prior to or subsequent to the close-out, change of status or termination of the cooperation agreement between the County and the Community; and

THAT the terms and provisions of this Agreement are fully authorized under State and local law, and that the Agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and publicly assisted housing; and

THAT pursuant to 24 CFR ~570.501(b), the Community is subject to the same requirements applicable to subrecipients, including the requirement for a written agreement set forth in 24 CFR 570.503.

IN WITNESS WHEREOF, the Community and the County have by resolutions authorized this agreement to be executed by their respective officer's thereunto as of the day and year first above written.

COUNTY OF OAKLAND

Name: _____
Title: COUNTY EXECUTIVE
Signature & date: _____

Name: _____
Title: CHAIR, OAKLAND COUNTY BOARD OF COMMISSIONERS
Signature & date: _____

Name: _____
Title: COUNTY CLERK/REGISTER OF DEEDS
Signature & date: _____

Name: _____
Title: HIGHEST ELECTED OFFICIAL
Signature & date: _____

CERTIFICATION BY COUNTY CORPORATION COUNSEL

The undersigned, Corporation Counsel for the County of Oakland, certifies that the terms and provisions of the foregoing agreement are fully authorized under existing State and local law and that the agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and public assisted housing in cooperation with local units of government.

Name: _____
Title: CORPORATION COUNSEL

Signature & date: _____

City of South Lyon- Month of APR 2014				
Week Starting	Trash (tons)	Recycle (tons)	YW (tons)	YW (tons)
30.64	5.44	50		
62.27	11.35	40		
68.6	10.47	40		
66.56	10.53	25		
67.76	9.20	25		
229.27	36.46	155.00		

2484860049

5/12/2014

Duncan Disposal Systems, LLC



News About Your Neighborhood



CITY OF SOUTH LYON DWRF WATER MAIN IMPROVEMENTS – SEGMENT I

A contract has been awarded to Bricco Excavating Company for replacement of some 26,000 linear feet of deteriorated water main within the City. The project is scheduled to be completed in the summer of 2014. For more information regarding this project you can access the City's web site at www.southlyonmi.org.

The reason for this notice is that the contractor will be installing a new water main and sanitary sewer in the alley between Lafayette and Wells Streets. This work is scheduled to begin the week of June 9th and is expected to take three weeks to complete. Access to the alley will not be available during construction. This means that all deliveries, vehicles, trash receptacles, etc. will not be allowed in the alley during this time.

Your patience would be appreciated during the construction period. Every effort will be made to minimize the inconvenience to you and your neighbors. Throughout construction, field representatives from Hubbell, Roth & Clark, Inc. (HRC) and the contractor will be available to address issues as they occur. However, should you have any additional questions, please contact the following:

Contractor
Allan Schafer
Bricco Excavating Company
21201 Meyers Rd.
Oak Park, MI 48237
(248) 547-6963

Construction Observer
Warren Kelley
Hubbell, Roth & Clark, Inc.
555 Hulet Drive, PO Box 824
Bloomfield Hills, MI
(248) 535-3366

City of South Lyon
Bob Martin
Water Superintendent
335 S. Warren
South Lyon, MI 48178
(248) 437-4006





Application for Temporary Authorization

(Authorized by R436.1023(2)(3), R436.1403(2), R436.1407 and R436.1419 of the M.A.C.)

A non-refundable inspection fee of \$70.00 is required with the submission of your application.

Part 1: Applicant Information

Name of licensee: Witch's Hat Brewing Company, LLC
Address of business: 22235 Pontiac Trail South Lyon, MI 48178
Name of Contact: Ryan Cottongim License type and number: Microbrewery 208166-2011
Business Phone: 248-974-5781 Fax number: n/a E-mail address: rcottongim@hotmail.com

Part 2: Type of Event

Specifically describe the type of event(s) being held for each date requested:

Temporary outdoor beer tent and serving area for charity fund raiser on August 23rd, 2014 from noon to midnight

Please check below if your event will include any of the following:

☐ Dancing ☐ Classic Cars ☐ Tournaments ☐ Contests ☐ Motorcycles ☐ Concerts ☐ Competitive Fight

*Include this information on your diagram in order to provide an accurate site plan. Enclose a copy (if created) of promotional materials/flyers.

Part 3: Temporary Authorization for Outdoor Service - Please complete, if applicable

Dates requested: August 23rd, 2014

1. What are the dimensions of the proposed area? 190 feet by 90 feet.

2. What is the type and height of the barrier that will be used to enclose the area? 4 feet tall Orange Snow Fence barricade

Note: Pursuant to administrative rule R 436.1419(2), the outdoor service area must be well-defined and clearly marked for the proposed outdoor service area and pursuant to rule 436.1003, the outdoor service area must comply with local ordinances.

3. Will the proposed outdoor service area be connected to the licensed premises? ☒ Yes ☐ No

If you answered "no", what is the distance? _____

4. Is the entrance/exit point(s) for the proposed outdoor service area through the licensed premises? ☐ Yes ☒ No

5. Are there any dedicated streets or intervening property between the licensed premises and the proposed area? ☐ Yes ☒ No

If you answered "yes", please explain (and include this information on your diagram): _____

6. Describe the type of security that will be used for the event(s) and how they will be utilized to secure and monitor to prevent sales to minors and sales to visibly intoxicated persons.

We will have security staff watching over the perimeter of the area as well as inside. The event will be 21 and up only and ID's will be checked at the entry point. Our trained staff will be serving and we will have at least one TIPS trained staff member at each station at all times.

7. Is the location of the proposed area owned, rented or leased by the licensee? ☒ Yes ☐ No

If you answered "no", you must provide a lease or written permission for the proposed area with this application.

8. Is the location of the proposed area located on property owned by the city, village or township? ☐ Yes ☒ No

9. Is location of the proposed area in the same governmental unit as the licensed premises? ☒ Yes ☐ No

If you answered "no", please explain: _____

10. Does your license currently include an Additional Bar Permit? ☐ Yes ☐ No

If you answered "no", you will be restricted to table service only unless you submit a request for a new additional bar permit.

In addition to the questions above it is required that you submit a clear/legible diagram which indicates where the licensed premises is located in conjunction to the proposed temporary outdoor service area. Also make sure that the diagram contains the same information that is asked in Part 3, questions 1 through 10 of this application.

Part 3 Continued - Please check temporary permits needed for your event.

Note: You do not need to request temporary authorization for permits that are currently held in conjunction with your licensed business.

- ☐ Temporary Dance Permit - Temporary authorization for this permit does not require a recommendation from local law enforcement.
The dance floor must be at least 100 square feet, clearly marked, and shall not have tables, chairs and other obstacles on the dance floor while customers are dancing.
Please state the days and times for the permit requested _____

- ☐ Temporary Entertainment Permit - (Temporary authorization for entertainment does not allow for topless activity on the licensed premises)
Temporary authorization for this permit does not require a recommendation from local law enforcement.

A. Please state the dates and times for the permit: _____

B. Describe the type of entertainment to be provided: _____

C. If the entertainment permit includes a contest with prizes totaling over \$250.00 in retail value, please complete the following questions.
In addition, form LC--147 needs to be completed and submitted with this application:

1. Explain, in detail, the rules of the contest (Attach another page, if needed)

2. Describe and state the retail value of each prize to be awarded

3. Specify who will be paying for and supplying the prizes.

4. Will there be any alcoholic beverage items with a brand name logo used as prizes for part of the contest?

5. Is there a cover charge or entrance fee for the contest or tournament?

Important: No alcoholic beverages may be used as part of any contest or as a prize for the contest.
No licensee may receive anything of value from another licensee without prior MLCC approval.

- ☐ Temporary Specific Purpose Permit for Difference in Hours of Operation - Requires recommendation from local law enforcement

Please state the dates and times for the permit: _____

Please indicate the type of permit used that requires extended hours: _____

- ☐ Temporary Extended Hours Permit for Difference in Hours of Operation - Requires recommendation from local law enforcement

Please state the dates and times for the permit: _____

Please indicate the type of permit used that requires extended hours: _____

Hours of Operation

Weekdays and Saturdays - Beer, wine, and spirits may be sold from 7:00 a.m. to 2:00 a.m. of the next day, provided that the sale of spirits is legal in the governmental unit where the license is desired.

Sundays - Legal hours of sale on Sundays are from 7:00 a.m. until 2:00 a.m. of the next day, provided the sale of alcoholic beverages on Sunday is legal in the governmental unit and the appropriate permit has been approved by the Commission and the permit has been issued.

Part 4. Warning, Authorized Signatures, and Law Enforcement/Local Approvals

WARNING: Section 1003 of the Liquor Control Code of 1998, being MCL 436.2003, provides in part as follows: "A person who makes a false or fraudulent statement to the Commission, orally or in writing, for the purpose of inducing the Commission to act or refrain from taking action, or for the purpose of enabling or assisting a person to evade the provisions of this act is guilty of a violation of this act and is punishable in the manner provided for in section 909..."

I hereby swear that I have read all of the above answers and that they are true and further that I have read and understand the warning.

The licensee, an authorized corporate officer, or member of a limited liability company must sign this application.

Licensee signature

Print name and title Ryan Cottongim President

Print contact name Ryan Cottongim

Area code and phone number 248-974-5781

Area code and fax number n/a

E-mail rcottongim@hotmail.com

Date of Application 5/5/2014

The Police Chief or Sheriff who has jurisdiction recommends this request for temporary authorization.

Name and signature of police chief or sheriff

Print name of police agency

Address of Agency

Area code and telephone number

Area code and fax number

E-mail

Chief Lloyd T. Collins, Chief Lloyd T. Collins 05/09/14

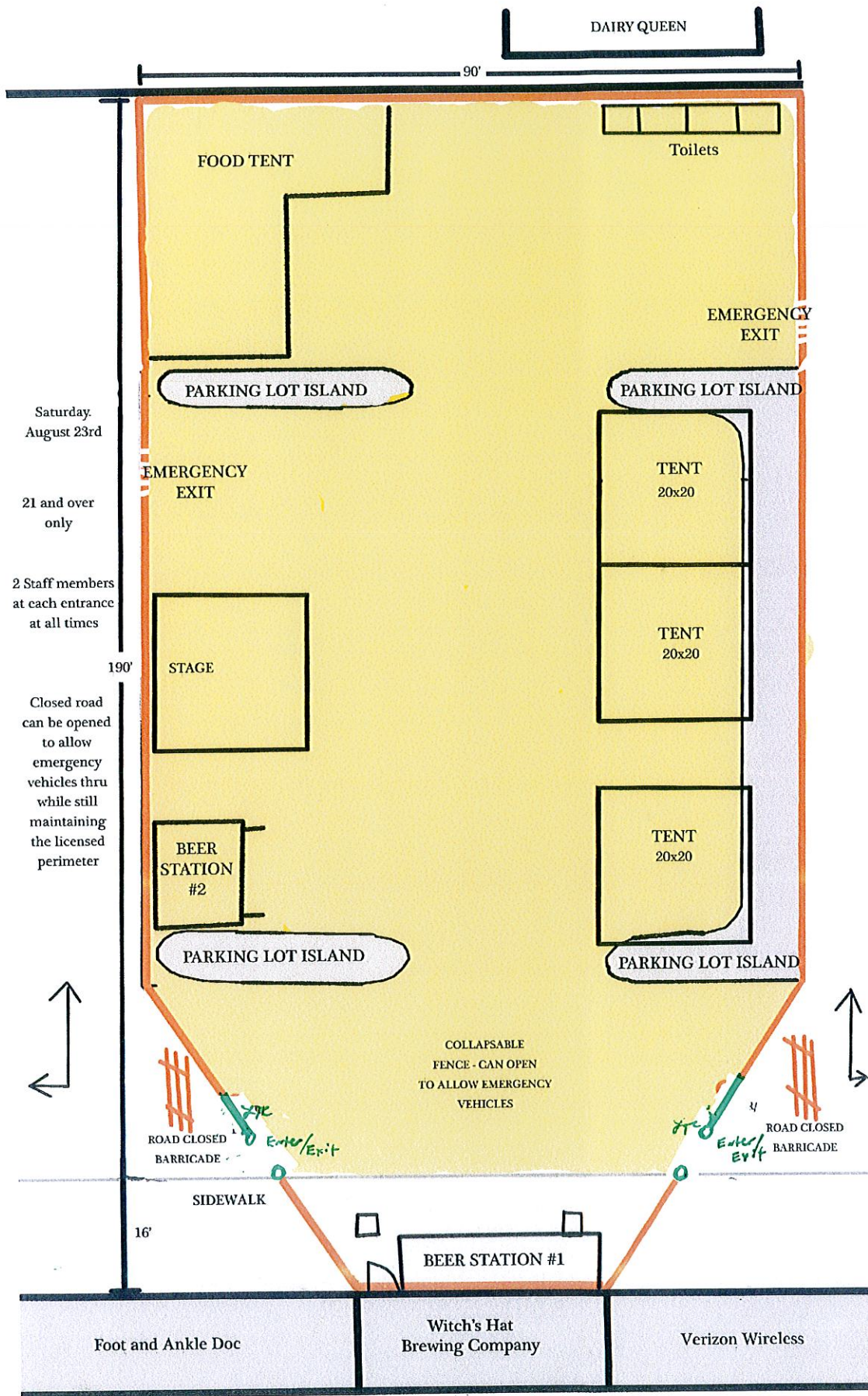
South Lyon Police Dept.

219 Whipple St. South Lyon, MI 48178

248.437.1773

248.437.0459

chief@southlyonpolice.com



RE: Fury for a Feast - August 23rd?

From: **Erin Cottongim** (ecottongim@hotmail.com)
Sent: Wed 3/12/14 2:10 PM
To: Rita Nelson (rnelson@beztak.com)
Cc: ryan cottongim (rcottongim@hotmail.com)

Thank you Rita!

We will let our neighbors know ASAP. The City of South Lyon will be looking for another approval letter from you just like they did last year. Do you think you could draft one up for us please?

We are still waiting for all approvals before we commit to moving to a different space. We expect to know for sure by the end of next month if we are staying or going. I will let you know as soon as we know.

Thank you so much for your speedy response, that is much appreciated! :)

Cheers!

Erin Cottongim
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From: RNelson@beztak.com
To: ecottongim@hotmail.com
Date: Wed, 12 Mar 2014 13:26:18 -0400
Subject: Re: Fury for a Feast - August 23rd?

How awesome- approved- make sure you let the other tenants know please- also- still looking to leave the center???

Sent from my iPhone

On Mar 12, 2014, at 1:20 PM, "Erin Cottongim" <ecottongim@hotmail.com> wrote:

Hi Rita,

We are wanting to host another outdoor food drive event like we did last year. We are looking at a date of, Saturday, August 23rd. Do I have your permission to host our second annual Fury for a Feast?

We worked with Gleaners Food Bank last year on our Fury for a Feast Event. They said it was their largest contribution in August ever!! August is a hard month for food banks with holidays so far away and schools out for summer break, that is why we would like to do this again this August. Here was what we were able to contribute last year from just that one single event:

Here are the results in meals from your collection:

895 pounds of food collected = 1,164 meals

\$3,751 = 11,253 meals (we can provide 3 meals for every \$1 collected with our purchasing power!)

We plan to structure and layout this event just like we did last year. Please let me know if I have your permission to start applying for the appropriate permits and whatnot.

Cheers!

Erin Cottongim
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