### Regular City Council Meeting

March 14, 2016 Agenda

7:30 p.m. Call to Order

Pledge of Allegiance

Roll Call

Approval of Minutes: Feb. 22, 2016

Approval of Bills: Approval of Agenda Public Comment

### I. Old Business -

1. Consider approval of SLARA lease agreement

### II. New Business

- 1) Resignation from Parks & Recreation Commission: Jason Nezich
- Resolution declaring April 2016 Child Abuse Prevention Awareness Month
- 3) Resolution asserting right of City Council to approve or reject Master Plan
- 4) Consider approval of first reading of Ordinance to amend Chapter 58 and add provisions regulating tobacco products, vapor products and alternative nicotine delivery products
- 5) Consider approval of first reading of Ordinance to amend Sec 58-221 and add provisions prohibiting the use of vapor products and alternative nicotine delivery products on school property
- 6) Consider approval of first reading of Ordinance to amend Chapter 22 and add Mobile Food Vending
- Consider approval of first reading of Ordinance to amend Chapter 2 Administration by addition Article VIII Review Fee Escrow Deposits
- III. Discussion Downtown
- IV. Manager's Report
- V. Council Comments
- VI. Closed Session pursuant to Section 8 (c) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement related to negotiations with the Police Officer's Labor Council and the Police Officers Association of Michigan.
- VII. Adjournment

### The City of South Lyon Regular City Council Meeting February 22, 2016

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

PRESENT: Mayor Galeas

Council Members: Dedakis, Kivell, Kramer, Kurtzweil, Ryzyi and Wedell

Also Present: City Manager Ladner, Chief Collins, Chief

Kennedy, Department Head Martin, Attorney Wilhelm, and Clerk/Treasurer Deaton

Mayor Galeas stated Councilmember Dedakis will be leaving the meeting at 8:15

### **MINUTES**

Councilmember Kivell stated he asked Clerk Deaton to make a few changes to the draft minutes.

### CM 2-1-16 MOTION TO APPROVE MINUTES

Motion by Wedell, supported by Dedakis Motion to approve minutes as amended

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS- None

<u>AGENDA</u>

City Manager Ladner stated she would like to add appointments of Luann Lyons, Frank Fogerty and Bruce Nussbaum to the Board of Review under item i.

### CM 2-2-16 MOTION TO APPROVE AGENDA

Motion by Wedell, supported by Kurtzweil Motion to approve Agenda as amended

VOTE: MOTION CARRIED UNANIMOUSLY

**PUBLIC COMMENT** 

Mayor Galeas stated we have become lax with the dialogue during discussions and public comment need to be made at the microphone at the proper time, not shouted out from the audience. He stated there are no official guidelines, but people should try to keep it from 3-5 minutes and to express their opinion clearly.

Carl Richards of 390 Lenox stated the first program of the year was held at the Witches Hat and it was a huge success.

Presentation: Judge David Law- Update on the 52-1st District Court

Judge David Law, Judge Travis Reed, and Judge Robert Bond were all present. Judge Law gave a presentation of the different processes of the 52<sup>nd</sup> 1<sup>st</sup> District Court. Judge Bondy stated they handle civil cases that involve money; they also handle landlord/tenant issues, land contract forfeitures, zoning cases, and criminal cases as well. Judge Bondy stated they also hear misdemeanor cases which are retail frauds, domestic violence, embezzlement, as well as narcotic possessions. He further stated a lot of the crimes deal with drugs and alcohol. He further stated the City of South Lyon had had 73 traffic misdemeanors, 819 traffic tickets, which are non-criminal. He stated there were 110 total non-traffic misdemeanors, and 30 drinking and driving tickets of different levels, and 28 felony matters. He stated the total filings for the City of South Lyon was 1,062. Judge Reeds stated even though 1,062 total filings sound like a lot, the bottom line is they handle approximately 40,000 filings a year. Therefore it is really a testament to how safe the City of South Lyon really is. Judge Reeds stated anyone is welcome to come and watch the inner workings of the court system. He further stated the court has some specialty court programs. He stated a specialty court program is something they are very proud of. The specialty court programs are a very constructive, intensive, specialized probationary period involving a community partnership between prosecutors, judges, local law enforcement, probation officers to address repeat offenders. We don't want people to come back, most people do not, but there are a small percentage of people that offend over again. This program gives them the tools and intense supervision some need to ensure they do not re-offend, and it is highly successful. Judge Law stated they are also proud to have a veteran's specialty court. Many veterans come back from oversees with mental health issues, or substance abuse issues, and this is a team approach to try to help the veteran get through whatever their issues are.

Presentation: Bret Resagan Oakland County Main Street program

Bret Resagan of the Oakland County Main Street Program gave a brief power point presentation regarding the Oakland County Main Street Program. He stated the Main Street program is basically a program which is historic preservation based, community involved and economic development. He stated at one time this was an all or nothing program, now it is a three tier program under the County Executive and with the support of our county commissioners. He further stated we offer services for historic downtowns such as South Lyon. He stated this program tracks and reports progress throughout the year. Mr. Resagan stated the Main Street Program is a proven program and is used all over the United States. He further stated the main street approach is a management methodology. Mr. Resagan

discussed the difference of the three tier level programs. He stated we recommend the City at least comes in at the Associate level, but the Select level will have more benefits. Councilmember Kramer asked how involved they were with the downtown Farmington redevelopment. Mr. Resagan stated they were very involved. Farmington is a Select level member and they were assisted with design assistance, helped with business recruitment and they meet with them continuously. He further stated we encourage the downtown traffic to remain slow. Councilmember Kurtzweil stated she met with John Hieney and he raves about this program and the staff is very professional. She further stated she learned architectural services are available. Mr. Resagan stated they have an architect on staff and that person is available for the communities on the Select level to assist with design services. Councilmember Kurtzweil stated the City and the residents are paying taxes to Oakland County and they residents should be part of this program because it is tax funded. Mr. Resagan stated some services are offered to the communities in Oakland County for no fee. Councilmember Kivell stated the price points are important in this discussion and he is glad to hear the State will not overlap this program. He asked if the architectural service includes any ADA compliance assistance with historic downtowns. Mr. Resagan stated they do, their architect is very familiar with that. Councilmember Ryzyi stated this is a great program that can really benefit our community. He asked what the timeline will be to be a part of this program if we move forward with hiring the full time DDA person. City Manager Ladner stated we can start the application with the Affiliate level, then after hiring the full time DDA person, we can move to the Select level. Mr. Resagan stated he believes that will be the correct way to move forward. Mayor Galeas stated he has been aware of this program for a while, and it is expensive, but there is a lot of benefit for the City. He believes this is a good idea for the City to move forward with. Mr. Resagan stated there is no fee for the Select level, but the expensive part is having money for the community to act with, as well as hiring a full time DDA person. Mayor Gales stated there is such a discrepancy in the money that is available for the City, as opposed to other communities.

### OLD BUSINESS- None

### **NEW BUSINESS**

- 1) Reappointment/appointment of members to City Boards and Commissions:
  - a. Planning Commission reappointments for 3 year term: Michelle Berry, Keith Bradley and Steven Mosier

### CM 2-3-16 MOTION TO APPROVE REAPPOINTMENTS OF PLANNING COMMISSION MEMBERS

Motion by Galeas, supported by Kivell Motion to reappoint Michelle Berry, Keith Bradley, and Steven Mosier to 3 year terms for Planning Commission

### VOTE: MOTION CARRIED UNANIMOUSLY

b. Zoning Board of Appeals reappointments for 3 year term: Mike Joseph and Steven Mosier

### CM 2-4-16 MOTION TO APPROVE REAPPOINTMENTS OF ZONING BOARD OF APPEAL MEMBERS

Motion by Galeas, supported by Kurtzweil Motion to reappoint Mike Joseph and Steven Mosier to 3 year terms for Zoning Board of Appeals

### VOTE: <u>MOTION CARRIED UNANIMOUSLY</u>

c. Parks and Recreation Commission reappointments: Mike Orlando, Diane Beagle and Denise Semion

### CM 2-5-16 MOTION TO APPROVE REAPPOINTMENTS OF PARKS AND RECREATION MEMBERS

Motion by Galeas, supported by Wedell Motion to reappoint Mike Orlando, Diane Beagle, and Denise Semion for 3 year terms for Parks and Recreation Commission

### VOTE: MOTION CARRIED UNANIMOUSLY

d. Historical Commission reappointment for 3 year term: Linda Ross

### CM 2-6-16 MOTION TO APPROVE REAPPOINTMENTS OF THE HISTORICAL COMMISSION

Motion by Galeas, supported by Ryzyi

Motion to reappoint Linda Ross to a 3 year term for the Historical Commission

### VOTE: MOTION CARRIED UNANIMOUSLY

e. Cable Commission reappointment for 3 years: Daniel Pelchat

### CM 2-7-16 MOTION TO APPROVE REAPPOINTMENT OF CABLE COMMISSION MEMBER

Motion by Galeas, supported by Kivell

Motion to reappoint Dan Pelchat to 3 year term on the Cable Commission

### VOTE: MOTION CARRIED UNANIMOUSLY

f. Downtown Development Authority 3 year term: Tracey Hill

### CM 2-8-16 MOTION TO APPROVE REAPPOINTMENT OF DOWNTOWN DEVELOPMENT AUTHORITY BOARD MEMBER

Motion by Galeas, supported by Wedell Motion to reappoint Tracy Hill to the Downtown Development Authority for a 3 year term

### VOTE: MOTION CARRIED UNANIMOUSLY

g. Cultural Arts Commission 3 year term: Kelly Smith, Ken Mihalic and Cheryl Smith

Councilmember Kurtzweil stated she will abstain from voting

### CM 2-9-16 MOTION TO APPROVE REAPPOINTMENT OF CULTURAL ARTS COMMISSION MEMBERS

Motion by Galeas, supported by Wedell Motion to reappoint Kelly Smith, Ken Mihalic and Cheryl Smith to the Cultural Arts Commission for 3 year terms

VOTE:

### MOTION CARRIED UNANIMOUSLY

h. Housing Commission 3 year term: Judith Waters

### CM 2-10-16 MOTION TO APPROVE REAPPOINTMENT OF HOUSING COMMISSION MEMBER

Motion by Galeas, supported by Ryzyi

Motion to approve reappointment of Judith Waters to the Housing Commission for a 3 year term

VOTE:

### MOTION CARRIED UNANIMOUSLY

i. Tax Board of Review appointment for a 3 year term.

### CM 2-11-16 MOTION TO APPROVE APPOINTMENTS OF BOARD OF REVIEW MEMBERS

Motion by Galeas, supported by Kivell

Motion to appoint Luann Lyon to a 1 year term, Bruce Nussbaum for a 3 year term, and Frank
Fogerty to a 2 year term

VOTE:

### MOTION CARRIED UNANIMOUSLY

2) Resolution Establishing Policies and Guidelines for Granting Exemption from Payment of Property Taxes

Clerk Deaton stated in 2008. Council adopted a resolution Establishing Policies and Guidelines for Granting Exemption from Payment of Property Taxes (Poverty Exemption) which incorporated and adopted by reference the Federal Poverty Income Standards as set annually by the United States Office of Management and Budget. This Resolution is approved by Council each year.

Councilmember Kurtzweil stated the requirements currently state the applicant must submit prior year tax returns, but it may need to be specified to read that a signed and filed tax return must be filed with the application. Councilmember Kivell stated there was a complication with the December Board of Review because the paperwork from the County included the HUD guidelines as well as the Federal guidelines. He further stated he would like to look into that in the future. Councilmember Kurtzweil stated the resolution doesn't state the income level. Clerk Deaton stated the print out from the Federal Government is included with the application. Attorney Wilhelm stated we could revise the language to state a signed and filed tax return forms are required with the application. Councilmember Kivell stated he was surprised some of the required information was not asked for on the application. Clerk Deaton stated we have revised the application and it is much more detailed and requires much more information involving anyone else living in the home.

### CM 2-12-16 MOTION TO APPROVE POVERTY RESOLUTION GUIDELINES AS AMENDED

Motion by Kramer, supported by Kivell Motion to approve the Resolution Establishing the Policies and Guidelines for Granting Exemption from payment of property taxes as amended

VOTE: <u>MOTION CARRIED UNANIMOUSLY</u>

3) Consider approval for LUNGevity Foundation 5K Walk/Run

Julie Elkins stated her husband was diagnosed with lung cancer 5 years ago at 40 years old. He has had surgery and is now cancer free. She stated as a celebration she created a team of 50 people and participated in the Ann Arbor LUNGevity 5k. She further stated her husband really enjoyed it, but stated it would have been better if we could have this in South Lyon. Ms. Elkins stated she and her husband are hosting this event this year and would like to have it here in the City. Chief Collins stated there will not be any road closures.

### CM 2-13-16 MOTION TO APPROVE THE LUNGEVITY FOUNDATION 5K WALK/RUN

Motion by Kramer, supported by Ryzyi

Motion to approve the use of the Rail Trail and the pavilion at McHattie Park for the LUNGevity

Foundation 5k walk/run from 7:00 a.m. to 1:00 p.m. on Saturday April 16, 2016

VOTE: MOTION CARRIED UNANIMOUSLY

4) Approve expenditure for Pump Throttle repair on Ladder 1

Chief Kennedy stated a computer from 2001 for the throttle control for the ladder truck crashed. He further stated according to the manufacturer it is no longer supported. He further stated we purchased a new one for \$6,257.80. Chief Kennedy stated the ladder truck is back and this truck should be in excellent shape for another five to seven years.

### CM 2-14-16 MOTION TO APPROVE REPAIRS TO LADDER 1 FOR \$6,257.80

Motion by Kramer, supported by Wedell Motion to approve the repairs to Ladder 1 for \$6,257.80 as performed by R&R Fire Truck Repair

VOTE: MOTION CARRIED UNANIMOUSLY

 Consider approval for creation of new salaried non-exempt position of Economic Development/Downtown Development Director City Manager Ladner stated she brought this to Council during the Budget process last year, but it was not approved. She further stated we have hired Kelly MoIntyre for Community Development part time, and her main priority is working along with the Planning Commission and helping the City become a one stop ready shop which means she is the one point of contact with the City to assist builders, business, architects, homeowners for all the processes through the City to be completed within 30 days for anything that doesn't need to go through the ZBA or Planning Commission. City Manager Ladner stated this position will manage the economic management activities for the City of South Lyon, and this person will be able to implement any programs available to assist with the downtown and be the one person point of contact. She further stated she has created a job description and salary range by using a phone and email survey. This is not an entry level position. Councilmember Wedell asked how this position will be paid for. City Manager Ladner stated it will be paid with General Fund monies initially. Councilmember Ryzyi stated he is happy we are moving forward with hiring this position. Councilmember Kivell stated he likes the matrix that was used for the salary. He further stated he is much more interested in hiring someone that has a proven track record and that is more important than a degree and that should be looked at as well. He further stated a good education is a great tool, but having someone that already has experience in getting things done is more important at this time. Councilmember Kurtzweil stated she is also in favor of this position. She stated she agrees this is not an entry level position; she also wants to hire someone with a winning track record.

### CM 2-15-16 MOTION TO APPROVE CREATION OF ECONOMOMIC DEVELOPMENT DIRECTOR

Motion by Kivell, supported by Kramer Motion to approve the creation of the non-union salaried position of Economic Development/DDA Director

VOTE: <u>MOTION CARRIED UNANIMOUSLY</u>

6) Consider approval of increase in longevity pay rates for non-union employees

City Manager Ladner stated our non-union employees are currently not on the same longevity pay rate as union employees. She further stated she feels it is important for everyone to be on the same longevity pay scale.

### CM 2-16-16 MOTION TO APPROVE INCREASE IN LONGEVITY FOR NON-UNIONIZED EMPLOYEES

Motion by Kramer, supported by Kurtzweil

Motion to approve increase in longevity pay for non-unionized employees to: \$700 for employees with 5 years' service, \$1,000 for employees with 10 years of service, and \$1,300 for employees with 15 years of service and \$1,600 for employees with 20 years of service.

### VOTE: <u>MOTION CARRIED UNANIMOUSLY</u>

7) Set City Council meeting dates for 2016

City Manager Ladner stated this is a formality to ensure all of our meeting dates are posted.

### CM 2-17-16 MOTION TO APPROVE SCHEDULED MEETING DATES

Motion by Wedell, supported by Kramer

Motion to approve the dates for regular Council Meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each
month with the exception of December 26<sup>th</sup> which will be rescheduled for December 27<sup>th</sup>

### VOTE: MOTION CARRIED UNANIMOUSLY

### IV. Discussion on Blight ordinance and unsafe structures

Discussion was held regarding this item being removed as a standing agenda item on future agendas, and only being added as necessary.

### V. Discussion - Downtown

Councilmember Kurtzweil stated she met with Representative Kathy Crawford. She further stated the legislature is hinting about sun setting DDA's. Councilmember Kurtzweil stated Representative Crawford stated she will be an advocate for this.

Abe Ayub stated if we make the DDA bigger we will have more tax dollars to work with. He further stated the DDA is in the red until the Wells Street Parking Lot is paid for. Mr. Ayoub stated he would also like to remind Council that the downtown needs to be updated, but it is not horrible. Sometimes some comments made by Council come across as negative and we need to be careful with that. Mayor Galeas stated he agrees, we need to be more positive and spotlight the positive things happening downtown and we need to move forward. Councilmember Kivell stated he is leaning towards growing the footprint of the DDA is a good idea. He further stated hiring a DDA Director is a risk, but it is an investment in the City and he believes it will pay off in the end, and we are in a good position right now.

### VI. Manager's Report

City Manager Ladner stated she received a thank you letter from a teacher thanking Bob Martin for the tour he gave the students at the wastewater treatment plant.

Department Head Martin stated after they fixed the sink hole problem by Waters Edge and we introduced water flow we found the water wasn't going anywhere. He further stated they found a break in the line. He stated on Saturday they did an emergency repair and it took approximately 8 hours. This line is the only line that carries sewage across the tracks to the wastewater treatment plant. He further stated we are in good shape right now. Councilmember Wedell asked if we will have another emergency any time soon. Department Head Martin stated that line has been in for a long time, sometime in the near future; we may need to look into another bore we can put in place for future use.

City Manager Ladner stated the strategic planning session is on the 19<sup>th</sup> of March, and she will let everyone know the location as soon as the contract is signed. City Manager Ladner stated we will need to schedule budget work sessions in March or April, because it needs to be approved by the second meeting in May. The consensus of Council is to schedule the Budget workshop meetings for April 9th and April 23rd.

### VII. Council Comments

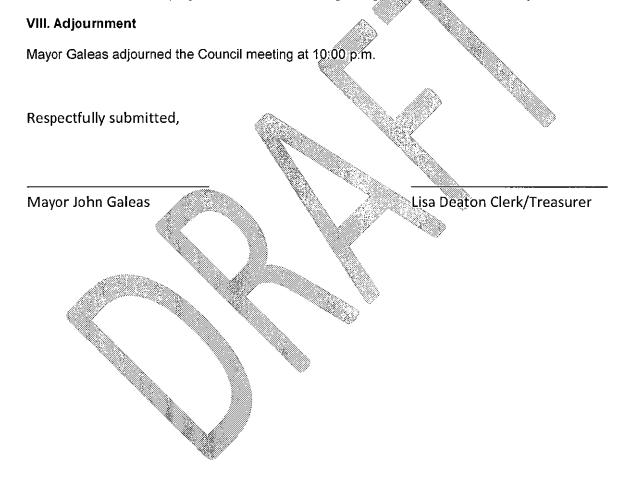
Councilmember Kurtzweil stated she wanted to let everyone know she has spoken with Lannie Young from Lyon Township and they have recently passed an ordinance regarding vape shops. She stated she wants to commend them for working on this so quickly. She further stated she would like the City to do the same as well. Councilmember Kurtzweil stated the vaping lounges tend to open, and it seems that recreational Marijuana is next. She has received approximately 12 emails from concerned residents/parents.

Councilmember Kramer stated he is also thankful Lyon Township dealt with this issue so quickly and we should have something in place as well. He further stated there was a meeting tonight with the Parks and Recreation regarding the development of Volunteer Park, and he hopes they continue to move forward with the athletic teams and we can gain additional ball fields in the park.

Councilmember Wedell stated he is looking forward to reading Chief Kennedy's year-end report.

Councilmember Ryzyi stated vaping is a very serious issue and he is happy Lyon Township dealt with this so quickly. He further stated the City should have something in place as well as soon as possible. He further stated he wanted to thank everyone that serves on our Boards and Commissions. Councilmember Ryzyi further stated the new owners of the Lyon Theatre are now having classic movies on Monday nights. He further stated he is very impressed with the new owners.

Councilmember Kivell stated he agrees that the theatre having classic movie nights is a good idea. He further stated he was hoping to have a discussion regarding the Code of Ethics of City Council.



		port										
Department	Pay Rate	Reg Hours	O.T. Hours		Reg Pay	-	O.T. Pay		Misc.		Total Pay	Notes
Administration	1					<del>                                     </del>		<del>-</del>			rotat ruj	110.50
							•					
Badarak, A.	18.4000	160.00		\$	2,944.00		-	\$	482.49	\$		Ins Stipend
Ciarelli, J.	15.8900	86.50		\$	1,374.49	\$	-			\$	1,374.49	
Deaton, L.				\$	4,720.38					\$	4,720.38	
Ladner, L.	40 1000			\$	6,923.06					\$	6,923.06	
anning, W.	10.4200 17.6700	31.75		\$	330.84					\$	330.84	<u> </u>
Lyon, Thomas McIntyre, K.	20.0000	76.00 80.75		\$	1,342.92	-				<u>\$</u> \$	1,342.92 1,615.00	
Mosier, L.	20.0000	00.73		\$	1,615.00 4,393.48	ļ		\$	482.49	\$		Ins Stipend
Judy Pieper	16.4500	160,00	2.00		2,632.00	\$	49.35	Ψ	402.43	\$	2,681.35	ins Superio
TOTAL: Adminis		595.00	2.00		26,276.16	\$	49.35	\$	964.98	\$	27,290.49	
OTALL Adminio	1 1 1 1 1 1	000.00	2.00	Ψ	20,210.10	-	43.50	Ψ	004.00	Ψ	21,200.70	
						1						· · · · · · · · · · · · · · · · · · ·
•											······································	· · · · · · · · · · · · · · · · · · ·
Department	Pay Rate	Reg Hours	O.T. Hours		Reg Pay		O.T. Pay		Misc.		Total Pay	Notes
Cemetery		•				Ì					*	
						L						
3jerke, Michael	11,3800			\$	-					\$		
Brannun, L.	11.3800			\$	-	<u> </u>				\$	-	
Nicholls, William	11.3800			\$	-					\$		
Vauford, S.	11.3800			\$		L		_		\$	-	
Nedesky, J. W.	11.3800			\$	-					\$	-	
Williamson,N.	12.1000			\$	-					\$		
TOTAL: Cemetery		0.00	0.00		0.00	}	0.00		0.00		0.00	<u> </u>
		<del></del>										<u> </u>
		<del></del>							-			<u> </u>
Department	Pay Rate	Reg Hours	O.T. Hours		Reg Pay		O.T. Pay		Misc.		Total Pay	Notes
Police	ray rate	riog riodia	0		riogray		O.i.i dy	l	111130.		Total Tay	110103
Baaki, D.	34.3707	200.00	35.00	\$	6,874.14	\$	1,844.84			\$	8,718.98	
Baker, A.	31.6712	168,00	15.00	\$	5,320.76		726.66	_		\$	6,047.42	
3aker, J.	34.3707	168.00	3.00	\$	5,774.28	\$	157.48		· <del></del> ·	\$	5,931.76	*****
Barbour, R.					E 007 00							
Jaiboui, ix.	31.6712	160.00	14.00	Ψ	5,067.39	\$	675.19			\$	5,742.58	
Brooks, T.	31.6712 31.6712	160.00 160.00	14.00 12.00		5,067.39	\$	675.19 583.93			\$	5,651.32	
Brooks, T. Collins, L.	31.6712	160.00		\$	5,067.39 6,988.84			\$	482.49		5,651.32 7,471.33	Ins Stipend
Brooks, T. Collins, L. Faught, C.	31.6712 34.3707	160.00 160.00		\$ \$	5,067.39 6,988.84 5,499.31			\$	482.49	\$ \$	5,651.32 7,471.33 5,499.31	Ins Stipend
Brooks, T. Collins, L. Faught, C. Garris, G.	31.6712 34.3707 16.5300	160.00 160.00 1.00		\$ \$ \$	5,067.39 6,988.84 5,499.31 16.53	\$	583,93	\$	482.49	\$ \$ \$	5,651.32 7,471.33 5,499.31 16.53	Ins Stipend
Brooks, T. Collins, L. Faught, C. Barris, G. Hoydic, S	31.6712 34.3707 16.5300 31.6712	160.00 160.00 1.00 160.00		\$ \$ \$	5,067.39 6,988.84 5,499.31 16.53 5,067.39	\$	583,93	\$	482.49	\$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39	Ins Stipend
Brooks, T. Collins, L. Faught, C. Barris, G. Hoydic, S Krettlin, F.	31.6712 34.3707 16.5300 31.6712 16.5300	160.00 160.00 1.00 160.00 17.00		\$ \$ \$ \$	5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01	\$	583,93	\$	482.49	\$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01	Ins Stipend
Brooks, T. Collins, L. Faught, C. Barris, G. Hoydic, S Krettlin, F. Lambi, A.	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000	160.00 160.00 1.00 160.00 17.00 108.50		\$ \$ \$ \$	5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01 1,085.00	\$	583,93	\$	482.49	\$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00	Ins Stipend
Brooks, T. Collins, L. Faught, C. Fauris, G. Folydic, S. Forettlin, F. F. Fambi, A. Faraway, P.	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300	160.00 1.00 1.00 160.00 17.00 108.50 17.00		\$ \$ \$ \$ \$	5,067.39 6,988.84 5,499.31 16,53 5,067.39 281.01 1,085.00 281.01	\$	583,93	\$	482.49	\$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01	Ins Stipend
Brooks, T. Collins, L. Faught, C. Barris, G. Hoydic, S. Krettlin, F. Lambi, A. Laraway, P. Ley, K.	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 16.5300	160.00 1.00 1.00 17.00 17.00 108.50 17.00 16.00	12.00	\$ \$ \$ \$ \$ \$ \$	5,067.39 6,988.84 5,499.31 16,53 5,067.39 281.01 1,085.00 281.01 264.48	\$	583.93	\$	482.49	\$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48	Ins Stipend
Brooks, T. Collins, L. Faught, C. Barris, G. Hoydic, S. Grettlin, F. Lambi, A. Laraway, P. Ley, K. Raap, T.	31.6712 34.3707 16.5300 31.6712 16.5300 16.5300 16.5300 31.6712	160.00 1.00 160.00 17.00 108.50 17.00 160.00		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,067.39 6,988.84 5,499.31 16,53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39	\$	583,93			\$ \$ \$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17	
Brooks, T. Collins, L. Faught, C. Faught, C. Farris, G. Hoydic, S. Grettlin, F. Lambi, A. Laraway, P. Ley, K. Raap, T. Regentlik, C.	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000	160.00 1.00 160.00 17.00 17.00 108.50 17.00 16.00 160.00	4.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00	\$	583.93	\$	482.49	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49	Ins Stipend
Brooks, T. Collins, L. Faught, C. Faught, C. Faught, C. Farris, G. Forettlin, F. Forettlin, C. Foret	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 16.5300 31.6712 18.4000 34.3707	160.00 160.00 160.00 17.00 108.50 17.00 160.00 160.00	4.00 25.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31	\$ \$	583.93 - - 193.78 - 1,317.75	\$		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55	
Brooks, T. Collins, L. Faught, C. Faught, C. Farris, G. Hoydic, S Grettlin, F. Lambi, A. Laraway, P. Ley, K. Raap, T. Regentik, C. Sovik, C.	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 16.5300 31.6712 18.4000 34.3707 36.6103	160.00 160.00 1.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00	4.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65	\$ \$	583.93	\$	482.49 482.49	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31	Ins Stipend Ins Stipend
Brooks, T. Collins, L. Faught, C. Faught, C. Farris, G. Floydic, S. Frettlin, F. F	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000 34.3707 36.6103 31.6712	160.00 160.00 1.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00 160.00 160.00 160.00	4.00 25.00 24.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,067.39 6,988.84 5,499.31 16,53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65 5,320.76	\$ \$	193.78 1,317.75 1,345.66	\$ \$	482.49 482.49 482.49	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31 5,803.25	Ins Stipend Ins Stipend Ins Stipend
Brooks, T. Collins, L. Faught, C. Faught, C. Farris, G. Foydic, S. Frettlin, F. F. Fambi, A. Faraway, P. Foy, K. Faap, T. Foederlund, C. Foovlk, C. Foroufe, T. Fotevens, T.	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000 34.3707 36.6103 31.6712 31.6712	160.00 160.00 1.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00	4.00 25.00 24.00 8.00	\$ 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6	5,067.39 6,988.84 5,499.31 16,53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65 5,320.76 5,320.76	\$ \$ \$ \$ \$ \$	193.78 - 1,317.75 1,345.66 385.82	\$ \$	482.49 482.49	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31 5,603.25 6,706.58	Ins Stipend Ins Stipend
Brooks, T. Collins, L. Faught, C. Faught, C. Farris, G. Forettlin, F. Fambi, A. Faraway, P. Fambi, A. Faraway, P. Fambi, C. Fa	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000 34.3707 36.6103 31.6712	160.00 160.00 1.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00 160.00 160.00 160.00 168.00	4.00 25.00 24.00	\$ 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6	5,067.39 6,988.84 5,499.31 16,53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65 5,320.76	\$ \$ \$ \$ \$ \$ \$	193.78 1,317.75 1,345.66	\$ \$	482.49 482.49 482.49	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31 5,803.25	Ins Stipend Ins Stipend Ins Stipend
Brooks, T. Collins, L. Faught, C. Faught, C. Faught, C. Faught, C. Farris, G. Forttlin, F. F. Fambi, A. F. Fambi, A. F. Fambi, A. Fambi, C. Fambi, C. Fambi, C. Fambi, C. Fambi, C. Fambi, T. Fambi, J. Fambi,	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000 34.3707 36.6103 31.6712 31.6712 31.6712 31.6712 11.7900	160.00 160.00 1.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00 160.00 168.00 168.00 168.00	4.00 25.00 24.00 8.00 8.50	\$ 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6	5,067.39 6,988.84 5,499.31 16,53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65 5,320.76 5,067.39	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	193.78 - 1,317.75 1,345.66 - 385.82 411.78	\$ \$	482.49 482.49 482.49	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31 5,803.25 6,706.58 5,479.17	Ins Stipend Ins Stipend Ins Stipend
	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000 34.3707 36.6103 31.6712 31.6712 31.6712 31.6712 31.6712 31.6712	160.00 160.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00 160.00 168.00 168.00 168.00	4.00 25.00 24.00 8.00 8.50	***	5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65 5,320.76 5,067.39 5,067.39	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	193.78 - 1,317.75 1,345.66 - 385.82 411.78 557.11	\$ \$	482.49 482.49 482.49	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31 5,803.25 6,706.58 5,479.17 5,877.87 300.65 264.48	Ins Stipend Ins Stipend Ins Stipend
Brooks, T. Collins, L. Faught, C. Sarris, G. Hoydic, S. Grettlin, F. Lambi, A. Laraway, P. Ley, K. Raap, T. Regentik, C. Sederlund, C. Sovik, C. Broufe, T. Stevens, T. Tomanek, J. Walton, T. Wilcox, W. Wilcox, W. Wiltrock, M.	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000 34.3707 36.6103 31.6712 31.6712 31.6712 31.6712 11.7900	160.00 160.00 1.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00 160.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00	4.00 25.00 24.00 8.00 8.50 11.50		5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65 5,320.76 5,067.39 5,320.76 300.65 264.48 5,320.76	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	193.78 193.78 1,317.75 1,345.66 385.82 411.78 557.11	\$ \$	482.49 482.49 482.49 1,000.00	* * * * * * * * * * * * * * * * * * * *	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31 5,603.25 6,706.58 5,479.17 5,877.87	Ins Stipend Ins Stipend Ins Stipend
Brooks, T. Collins, L. Faught, C. Faught, C. Farris, G. Hoydic, S. Grettlin, F. Lambi, A. Laraway, P. Laraway, P. Laraway, T. Regentik, C. Laraway, C. Laraway, C. Laraway, C. Laraway, T.	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000 34.3707 36.6103 31.6712 31.6712 31.6712 31.6712 31.6712 31.6712	160.00 160.00 1.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00	4.00 25.00 24.00 8.00 8.50 11.50		5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65 5,320.76 5,067.39 5,320.76 300.65 264.48	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	193.78 193.78 1,317.75 1,345.66 385.82 411.78 557.11	\$ \$	482.49 482.49 482.49	***	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31 5,803.25 6,706.58 5,479.17 5,877.87 300.65 264.48	Ins Stipend Ins Stipend Ins Stipend
Brooks, T. Collins, L. Faught, C. Faught, C. Farris, G. Hoydic, S. Grettlin, F. Lambi, A. Laraway, P. Ley, K. Reap, T. Regentik, C. Sederlund, C. Sovik, C. Broufe, T. Stevens, T. Tomanek, J. Valton, T. Valton, T. Vilcox, W. Vilcox, W. Vilcox, W. Viltrock, M.	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000 34.3707 36.6103 31.6712 31.6712 31.6712 31.6712 31.6712 31.6712	160.00 160.00 1.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00 160.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00	4.00 25.00 24.00 8.00 8.50 11.50		5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65 5,320.76 5,067.39 5,320.76 300.65 264.48 5,320.76	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	193.78 193.78 1,317.75 1,345.66 385.82 411.78 557.11	\$ \$	482.49 482.49 482.49 1,000.00	***	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31 5,803.25 6,706.58 5,479.17 5,877.87 300.65 264.48 5,586.01	Ins Stipend Ins Stipend Ins Stipend
Brooks, T. Collins, L. Faught, C. Faught, C. Farris, G. Hoydic, S. Grettlin, F. Lambi, A. Laraway, P. Ley, K. Reap, T. Regentik, C. Sederlund, C. Sovik, C. Broufe, T. Stevens, T. Tomanek, J. Valton, T. Valton, T. Vilcox, W. Vilcox, W. Vilcox, W. Viltrock, M.	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000 34.3707 36.6103 31.6712 31.6712 31.6712 31.6712 31.6712 31.6712	160.00 160.00 1.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00 160.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00	4.00 25.00 24.00 8.00 8.50 11.50		5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65 5,320.76 5,067.39 5,320.76 300.65 264.48 5,320.76	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	193.78 193.78 1,317.75 1,345.66 385.82 411.78 557.11	\$ \$	482.49 482.49 482.49 1,000.00	***	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31 5,803.25 6,706.58 5,479.17 5,877.87 300.65 264.48 5,586.01	Ins Stipend Ins Stipend Ins Stipend
Brooks, T. Collins, L. Faught, C. Faught, C. Farris, G. Floydic, S. Frettlin, F. F. Fambi, A. Frettlin, F. Fr	31.6712 34.3707 16.5300 31.6712 16.5300 10.0000 16.5300 31.6712 18.4000 34.3707 36.6103 31.6712 31.6712 31.6712 31.6712 31.6712 31.6712	160.00 160.00 1.00 160.00 17.00 108.50 17.00 160.00 160.00 160.00 160.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00 168.00	4.00 25.00 24.00 8.00 8.50 11.50		5,067.39 6,988.84 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,067.39 2,944.00 5,499.31 5,857.65 5,320.76 5,067.39 5,320.76 300.65 264.48 5,320.76	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	193.78 193.78 1,317.75 1,345.66 385.82 411.78 557.11	\$ \$	482.49 482.49 482.49 1,000.00	***	5,651.32 7,471.33 5,499.31 16.53 5,067.39 281.01 1,085.00 281.01 264.48 5,261.17 3,426.49 7,299.55 7,203.31 5,803.25 6,706.58 5,479.17 5,877.87 300.65 264.48 5,586.01	Ins Stipend Ins Stipend Ins Stipend

Daniel I	+ <u> </u>		0.7.11	ļ <u> —</u>								
Department Fire	Pay Rate	Reg Hours	O.T. Hours	<u>                                     </u>	Reg Pay	0.	T. Pay	<u> </u>	Misc.	<u> </u>	Total Pay	Notes
, He				<del> </del>				-	<del></del>	-		
Armstrong, C.	21.3200	43.25		\$	922,09	<u> </u>				\$	922.09	<del> </del>
Bach, R.	8.5000	68.25		\$	580.13	<del> </del>		†		\$	580.13	<del>                                     </del>
Carlington, R.	16.8300	46,75		\$	786.80			$\dagger =$		\$	786,80	· · · · · · · · · · · · · · · · · · ·
Conrad, C.	14.5900	128.50		\$	1,874.82					\$	1,874.82	
Demeniuk, C.	20.2000	41.50		\$	838.30					\$	838.30	
Esper, T.	14.5900	10.50		\$	153.20			1		\$	153,20	<del>†-</del> -
Fallon, Justin	14.5900	12.75		\$	186.02					\$	186.02	
Good, Alexander	8.5000	17.00		\$	144.50					\$	144.50	
Homrich, Tyler	8.5000	13.50		\$	114.75				_	\$	114,75	
Kennedy, M.	45.7400		ļ <u>.</u>	\$	2,692.30					\$	2,692.30	
LaCroix, L. Laitinen, Daniel	15.7100	59.75		\$	938.67			<u> </u>		\$	938.67	<u>.</u>
Lynn, C.	8.5000 16.8300	30.50		\$	259.25			<u> </u>		\$	259.25	<u> </u>
McGahan, K.	8.5000	13.25 20.50		\$	223.00			ļ		\$	223.00	
McGallen, T.	16.8300	19.75		\$	174.25				<del> </del>	\$	174.25	
Mitchell, Dean	14.5900	19.75		\$	332,39			ļ		\$	332.39	
Moynihan, B.	17.9500	84.75		\$	1 521 26					\$	4.504.00	
Noechel, J.	20.2000	84.25		\$	1,521.26 1,701.85					\$	1,521.26	<del></del>
Olando, Michael	14.5900	67.25		\$	981.18				<del></del> -	\$	1,701.85	
Pierson, Lee	8,5000	30,50		\$	259.25					\$	981.18 259,25	_
Shekell, J.	20.2000	31.50		\$	636.30	_		_		\$	259,25	
Sherrill, Cody	8.5000	61.00		\$	518.50			<del>                                     </del>		\$	518.50	
Shippe, S.	16.8300	2.00		\$	33.66					\$	33,66	-
Tooman, Brittany	8.5000	12.75		\$	108.38	<del></del> -				\$	108.38	
Ulrich, C.	16.8300	13.50		\$	227.21					\$	227.21	
Weir, M.	22.4400	72.25		\$	1,621,29					\$	1,621.29	<del></del>
Wilson, T.	17.9500	16.00		\$	287.20					\$	287.20	
Total: Fire		1001.50		\$	18,116.53			\$	-	\$	18,116.53	
Danasturant	Pay Rate	Reg Hours	O.T. Clause		D			ļ				
Department D.P.W.	Fay Rate	Reg Hours	O.T. Hours		Reg Pay	0.1	ī. Pay		Misc.		Total Pay	Notes
D.F. 44.					_							
Abramowicz, J.	18.0000	160.00	15.5		2,880.00	<u> </u>	418.50	_			0.570.00	
Archey, Je.	22.7800	160.00	14.00		3,644.80	\$	485.38	\$	280.00 80,00		3,578.50	
Brock, R.	24.7000	160.00	11.00		3,952.00	\$	417.89	Ф	80,00	\$ \$	4,210.18	On-call
Buers, D.	23,1600	160.00	17.00	\$	3,705.60		417.00			_	4,369.89	
Dentai, F.	18.4000	160.00	23.00		2,944.00		-	\$	200.00	\$	3,705.60	
Jamison, M.	18.4000		20.00			œ.	624 60				0.770.00	O ii
		160 00	4 00			\$	634.80			\$	3,778.80	
vioritz. M.		160.00 160.00	4.00	\$	2,944.00	\$	634.80 107.64	\$	1,300.00	\$ \$	4,351.64	On-call Longevity
	21.5800	160.00		\$	2,944.00 3,452.80	\$	107.64 -	\$	1,300.00	\$ \$	4,351.64 3,452.80	Longevity
Paver, V.		160.00 160.00	12.00	\$ \$	2,944.00 3,452.80 3,388.80	\$ \$ \$	107.64 - 387.24	\$	1,300.00	\$ \$ \$	4,351.64 3,452.80 4,056.04	Longevity On-call
Paver, V. Piasecki, T. Race, J.	21.5800 21.1800	160.00	12.00 19.50	\$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80	\$ \$ \$	107.64 - 387.24 584.42	\$	1,300.00	\$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22	Longevity
Paver, V. Piasecki, T. Race, J.	21.5800 21.1800 19.9800	160.00 160.00 160.00	12.00 19.50 11.00	\$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40	\$ \$ \$ \$	107.64 - 387.24 584.42 277.86	\$	1,300.00	\$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26	Longevity On-call
Moritz, M. Paver, V. Piasecki, T. Race, J. /alencia, A. Fotal: D.P.W.	21.5800 21.1800 19.9800 16.8400	160.00 160.00 160.00 160.00	12.00 19.50	\$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80	\$ \$ \$	107.64 387.24 584.42 277.86 25.26	\$	1,300.00 280.00 280.00	\$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66	Longevity On-call
Paver, V. Piasecki, T. Race, J. Valencia, A.	21.5800 21.1800 19.9800 16.8400	160.00 160.00 160.00 160.00 160.00	12.00 19.50 11.00 1.00	\$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40	\$ \$ \$ \$ \$	107.64 - 387.24 584.42 277.86	\$ 65	1,300.00	\$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26	Longevity On-call
Paver, V. Piasecki, T. Race, J. /alencia, A.	21.5800 21.1800 19.9800 16.8400	160.00 160.00 160.00 160.00 160.00	12.00 19.50 11.00 1.00	\$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40	\$ \$ \$ \$ \$	107.64 387.24 584.42 277.86 25.26	\$ 65	1,300.00 280.00 280.00	\$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66	Longevity On-call
Paver, V. Plasecki, T. Race, J. Valencia, A. Total: D.P.W.	21.5800 21.1800 19.9800 16.8400 16.8400	160.00 160.00 160.00 160.00 160.00 1,760.00	12.00 19.50 11.00 1.00 111.00	\$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60	\$ \$ \$ \$ \$ \$	107.64 - 387.24 584.42 277.86 25.26 3,338.99	\$ 65	1,300.00 280.00 280.00 2,420.00	\$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59	Longevity On-call On-call
Paver, V. Plasecki, T. Place, J. Place, J. Place, A. Place, A. Place, D.P.W.  Department	21.5800 21.1800 19.9800 16.8400	160.00 160.00 160.00 160.00 160.00	12.00 19.50 11.00 1.00	\$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40	\$ \$ \$ \$ \$ \$	107.64 387.24 584.42 277.86 25.26	\$ 65	1,300.00 280.00 280.00	\$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66	Longevity On-call
Paver, V. Plasecki, T. Place, J. Place, J. Place, A. Place, A. Place, D.P.W.  Department	21.5800 21.1800 19.9800 16.8400 16.8400	160.00 160.00 160.00 160.00 160.00 1,760.00	12.00 19.50 11.00 1.00 111.00	\$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60	\$ \$ \$ \$ \$ \$	107.64 - 387.24 584.42 277.86 25.26 3,338.99	\$ 65	1,300.00 280.00 280.00 2,420.00	\$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59	Longevity On-call On-call
Paver, V. Plasecki, T. Race, J. Plasecki, A. Plasecki, T.	21.5800 21.1800 19.9800 16.8400 16.8400	160.00 160.00 160.00 160.00 160.00 1,760.00	12.00 19.50 11.00 1.00 111.00	\$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60	\$ \$ \$ \$ \$ \$ \$	107.64 - 387.24 584.42 277.86 25.26 3,338.99	\$ \$ \$	1,300.00 280.00 280.00 2,420.00 Misc.	\$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59	Longevity On-call On-call Notes
Paver, V. Plasecki, T. kace, J. Yalencia, A. Yotal: D.P.W.  Department V.& W.W.  rchey, Ju.	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate	160.00 160.00 160.00 160.00 160.00 1,760.00	12.00 19.50 11.00 1.00 111.00	\$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	387.24 584.42 277.86 25.26 3,338.99	\$ \$ \$	1,300.00 280.00 280.00 2,420.00 Misc.	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59 Total Pay	Longevity On-call On-call Notes
Paver, V. Piasecki, T. Jace, J. Jace, J. Jace, J. Jace, J. Piasecki, T. Piasecki, T	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate	160.00 160.00 160.00 160.00 160.00 1,760.00 Reg Hours	12.00 19.50 11.00 1.00 111.00 O.T. Hours	\$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	387.24 584.42 277.86 25.26 3,338.99 . Pay	\$ \$ \$	1,300.00 280.00 280.00 2,420.00 Misc.	\$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59 Total Pay	Longevity  On-call  On-call  Notes  Longevity On-call
Paver, V. Plasecki, T. Plasecki, T. Place, J. Place, J. Place, A.	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate	160.00 160.00 160.00 160.00 160.00 1,760.00 Reg Hours	12.00 19.50 11.00 1.00 111.00	\$ \$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 35,497.60 Reg Pay	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	387.24 584.42 277.86 25.26 3,338.99 . Pay	\$ \$ \$	1,300.00 280.00 280.00 2,420.00 Misc.	\$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59 Total Pay  4,244.00 3,202.12 4,773.10	Longevity  On-call  On-call  Notes  Longevity On-call
Paver, V. Plasecki, T. Plasecki, T. Place, J. Place, J. Place, A. Potal: D.P.W.  Department V.& W.W.  Prohey, Ju. Prostrong, C. Place Pason, R. Plankstrom, D.	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800	160.00 160.00 160.00 160.00 160.00 1,760.00 Reg Hours	12.00 19.50 11.00 1.00 111.00 O.T. Hours	\$ \$ \$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 - 387.24 584.42 277.86 25.26 3,338.99 - Pay	\$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00 Misc. 1,300.00 320.00 280.00	\$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59 Total Pay	Longevity On-call On-call Notes Longevity On-call On-call
Paver, V. Plasecki, T. Plasecki, T. Place, J. Place, J. Place, A. Potal: D.P.W.  Department V.& W.W.  Prchey, Ju. Prmstrong, C. Placeson, R. Plankstrom, D. Plankstrom, D. Plankstrom, J.	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400	160.00 160.00 160.00 160.00 160.00 1,760.00 Reg Hours	12.00 19.50 11.00 1.00 111.00 O.T. Hours 5.50 5.00	\$ \$ \$ \$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00 Misc. 1,300.00 320.00 280.00	\$ \$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59 Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85	Longevity On-call On-call Notes Longevity On-call On-call On-call
Paver, V. Pasecki, T. Pasecki, A. Pasecki, A. Pasecki, A. Pasecki, A. Pasecki, A. Pasecki, T. Pasecki,	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400 17.1300	160.00 160.00 160.00 160.00 160.00 1,760.00 Reg Hours	12.00 19.50 11.00 1.00 111.00 0.T. Hours 5.50 5.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00  Misc.  1,300.00 320.00 280.00 280.00 40.00	\$ \$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59 Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,050.60	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call
Paver, V. Pasecki, T. Pasecki,	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400	160.00 160.00 160.00 160.00 160.00 1,760.00 Reg Hours	12.00 19.50 11.00 1.00 111.00 O.T. Hours 5.50 5.00	\$ \$ \$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80 3,942.40	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00 Misc. 1,300.00 320.00 280.00	***	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59  Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,056.60 4,334.78	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call
Paver, V. Piasecki, T. Jace, J. Jace, J. Jalencia, A. Jotal: D.P.W.  Department V.& W.W.  Indicate the second of t	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400 17.1300 24.6400	160.00 160.00 160.00 160.00 160.00 1,760.00 1,760.00 160 160 160 160 160 160 160	12.00 19.50 11.00 1.00 111.00 0.T. Hours 5.50 5.00	\$ \$ \$ \$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80 3,942.40 6,532.26	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00  Misc.  1,300.00 320.00 280.00 280.00 40.00	***	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59  Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,050.60 4,334.78 6,532.26	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call
Paver, V. Plasecki, T. Race, J. Plasecki, A. Plasecki, T.	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400 17.1300 24.6400	160.00 160.00 160.00 160.00 160.00 1,760.00  Reg Hours  160 160 160 160 160 160 160 160 160 16	12.00 19.50 11.00 1.00 111.00 0.T. Hours 5.50 5.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80 3,942.40 6,532.26 3,265.60	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00  Misc.  1,300.00 320.00 280.00 280.00 40.00	***	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59  Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,050.60 4,334.78 6,532.26 3,265.60	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call
Paver, V. Plasecki, T. Idace, J. Valencia, A. Otal: D.P.W.  Department V.& W.W.  Inchey, Ju. Imstrong, C. eason, R. Ilankstrom, D. iaramitaro, J. Irdmann, Kevin iehringer, D. Iartin, R. opravsky, P.	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400 17.1300 24.6400	160.00 160.00 160.00 160.00 160.00 1,760.00  Reg Hours  160 160 160 160 160 160 160 160 160 16	12.00 19.50 11.00 1.00 111.00 O.T. Hours 5.50 5.00 2.50 10.50 3.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80 3,942.40 6,532.26 3,265.60 678.30	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00  Misc.  1,300.00 320.00 280.00 280.00 40.00 280.00	***	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59  Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,050.60 4,334.78 6,532.26 3,265.60 678.30	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call
Paver, V. Plasecki, T. Idace, J. Valencia, A. Otal: D.P.W.  Department V.& W.W.  Inchey, Ju. Instrong, C. Idacson, R. Ilankstrom, D. Idaramitaro, J. Idardin, Kevin Idartin, R. Idartin, R	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400 17.1300 24.6400	160.00 160.00 160.00 160.00 160.00 1,760.00  Reg Hours  160 160 160 160 160 160 160 160 160 16	12.00 19.50 11.00 1.00 111.00 0.T. Hours 5.50 5.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80 3,942.40 6,532.26 3,265.60	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00  Misc.  1,300.00 320.00 280.00 280.00 40.00	***	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59  Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,050.60 4,334.78 6,532.26 3,265.60	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call
Paver, V. Plasecki, T. Idace, J. Valencia, A. Otal: D.P.W.  Department V.& W.W.  Inchey, Ju. Instrong, C. Idacson, R. Ilankstrom, D. Idaramitaro, J. Idardin, Kevin Idartin, R. Idartin, R	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400 17.1300 24.6400	160.00 160.00 160.00 160.00 160.00 1,760.00  Reg Hours  160 160 160 160 160 160 160 160 160 16	12.00 19.50 11.00 1.00 111.00 0.T. Hours 5.50 5.00 2.50 10.50 3.00	\$ 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80 3,942.40 6,532.26 3,265.60 678.30 33,725.76	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00  Misc.  1,300.00 320.00 280.00 280.00 280.00 2,500.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,779.66 41,256.59  Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,050.60 4,334.78 6,532.26 3,265.60 678.30 37,052.41	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call
Paver, V. Piasecki, T. Piasecki, A. Piasecki, T. Piasecki, A. Piasecki, A. Piasecki, A. Piasecki, A. Piasecki, T. Piasecki, A. Piasecki, T. Piasecki, A. Piasecki, T. Piasecki	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400 17.1300 24.6400	160.00 160.00 160.00 160.00 160.00 1,760.00  Reg Hours  160 160 160 160 160 160 160 160 160 16	12.00 19.50 11.00 1.00 111.00 0.T. Hours 5.50 5.00 2.50 10.50 3.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80 3,942.40 6,532.26 3,265.60 678.30	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00  Misc.  1,300.00 320.00 280.00 280.00 40.00 280.00	***	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,719.66 41,256.59  Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,050.60 4,334.78 6,532.26 3,265.60 678.30	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call
Paver, V. Plasecki, T. Plasecki, T. Plasecki, T. Place, J. Place, J. Place, J. Place, A. Place,	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400 17.1300 24.6400	160.00 160.00 160.00 160.00 160.00 1,760.00  Reg Hours  160 160 160 160 160 160 160 160 160 16	12.00 19.50 11.00 1.00 111.00 0.T. Hours 5.50 5.00 2.50 10.50 3.00	\$ 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80 3,942.40 6,532.26 3,265.60 678.30 33,725.76	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00  Misc.  1,300.00 320.00 280.00 280.00 280.00 2,500.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,779.66 41,256.59  Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,050.60 4,334.78 6,532.26 3,265.60 678.30 37,052.41	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call
Department  Department  A. W.W.  Instruction of R.	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400 17.1300 24.6400	160.00 160.00 160.00 160.00 160.00 1,760.00  Reg Hours  160 160 160 160 160 160 160 160 160 16	12.00 19.50 11.00 1.00 111.00 0.T. Hours 5.50 5.00 2.50 10.50 3.00	\$ 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80 3,942.40 6,532.26 3,265.60 678.30 33,725.76	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00  Misc.  1,300.00 320.00 280.00 280.00 280.00 2,500.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,779.66 41,256.59  Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,050.60 4,334.78 6,532.26 3,265.60 678.30 37,052.41	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call
Department  A. W.W.  Department  A. W.W.  Chey, Ju.  Instrong, C.  Bason, R.  Bankstrom, D.  Baramitaro, J.  Idmann, Kevin  Behringer, D.  Bartin, R.  Department  Bopravsky, P.  Bahl, L.  Batter W.& W.W.	21.5800 21.1800 19.9800 16.8400 16.8400 Pay Rate 18.4000 17.1300 26.7900 15.9800 25.2400 17.1300 24.6400	160.00 160.00 160.00 160.00 160.00 1,760.00  Reg Hours  160 160 160 160 160 160 160 160 160 16	12.00 19.50 11.00 1.00 111.00 0.T. Hours 5.50 5.00 2.50 10.50 3.00	\$ 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	2,944.00 3,452.80 3,388.80 3,196.80 2,694.40 2,694.40 35,497.60 Reg Pay 2,944.00 2,740.80 4,286.40 2,556.80 4,038.40 2,740.80 3,942.40 6,532.26 3,265.60 678.30 33,725.76	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.64 	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	1,300.00 280.00 280.00 2,420.00  Misc.  1,300.00 320.00 280.00 280.00 280.00 2,500.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	4,351.64 3,452.80 4,056.04 4,061.22 2,972.26 2,779.66 41,256.59  Total Pay  4,244.00 3,202.12 4,773.10 2,556.80 4,414.85 3,050.60 4,334.78 6,532.26 3,265.60 678.30 37,052.41	Notes  Longevity On-call On-call On-call On-call On-call On-call On-call

### 03/10/2016 09:40 AM

## CHECK REGISTER FOR CITY OF SOUTH LYON CHECK DATE FROM 02/11/2016 - 03/10/2016

1/5 Page:

	Status		Cleared Cleared Cleared Cleared	Cleared Cleared	Cleared	Cleared	Cleared Cleared Cleared	Cleared Cleared Cleared	Cleared	Cleared	Cleared Cleared Cleared	Cleared Cleared Cleared	Cleared Cleared Cleared Cleared Cleared Cleared Cleared Cleared Cleared Cleared Cleared Cleared Cleared
	Amount		346.50 15.00 13.00 68.64	16,800.00 47.04 591 53	6,270.76	47.00 68.64	187.00 1.18 30.50	37.98 157.50 895.78 1,091.26	387.50	10.00 7.69 17.69	5,158.07 1,750.64 176.00	\$00.00 \$00.00 \$00.00 1,500.00	10,755.30 58.00 620.50 1,934.26 32.97 50.00 2,415.00 2,415.00 2,415.00 2,415.00 4,900.00 4,900.00 50.830.00 50.830.00 50.830.00 50.830.00 50.830.00 50.830.00
02/11/2016 - 03/10/2016	Description		2016 SITEBUILDER ANNUAL FEE ANNUAL MEMBERSHIP RENEWAL WATER FOR CITY HALL MILEAGE & PARKING - 2/3 OPERATOR DAY	SOFTWARE SETUP & TRAINING REIMBURSE PETTY CASH	ELECTRIC SERVICE RX CHARGES  ** AMERICAN MACHINE MOCHINA MACHINE MOCHINA	4 ATTENDEDS - MICHIGAN ACTIVE ASSAUD MAGAZINE SUBSCRIPTION MITEAGE E DARKING - 2/3 OPERATOR DAY		JANUARY 2016 STATEMENT SAFETY BOOTS JANUARY 2016 STATEMENT	SOUTH LYON WOODS - JAN 2016	BOLTS ZIP TIES	JANUARY BUILDING PERMIT FEES TAXES DUE TO LIBRARY REIMB EMT EXAM & BACKGROUND CHECK	BLDG BOND REFUND B15129 (171 SINGH B BLDG BOND REFUND - B15161 (174 SINGH BLDG BOND REFUND - B15060 (147 SINGH	TAXES DUE TO SCHOOL PEST CONTROL - 318 W LAKE BACKUP&REMOTE STORAGE, FILTERING PHONE SERVICE INTERNET SERVICE VIDEO COUNCIL MTG - 2/8/16 COPIER LEASES UPGRADE OPER 10 DATA MGMT SOFTWARE COMMISSION FROM SL SR CARE SPONSORSH PAYROLL DEDUTION - 2/19/16 3 ATTENDEES - ORG RISK MGMT TRAINING ELECTRIC SERVICE 12/23-1/25/16 (2) LICENSES GRANTS NETWORK - 1 YEAR (2) ATTENDEES - ACTIVE ASSAILANT CON BLOOD DRAW
CHECK DATE FROM 02/1	Vendor Name		ACCUNET WEB SERVICES ARBOR DAY FOUNDATION ARBOR SPRINGS WATER CO., INC. RONALD BEASON	BS & A SOFTWARE LISA DEATON	<u> </u>	FARMINGTON HILLS FIRE DEFI FDNY FOUNDATION		MARTIN'S DO IT BEST	OAKLAND COUNTY TREASURER	PETER'S TRUE VALUE HARDWARE	SAFEBUILT MICHIGAN, INC. SALEM-SOUTH LYON DISTRICT CODY SHERRILL	SINGH DEVELOPMENT, LLC	SOUTH LYON COMMUNITY SCHOOLS TERMINEX PROCESSING CENTER VISICOM SERVICES, INC. WINDSTREAM WOW! BUSINESS MATHEW EMERY TOSHIBA FINANCIAL SERVICES ALLMAX SOFTWARE, INC BRUCE ANDROSIAN KRISPEN S. CARROLL CITY OF NOVI TREASURER DTE ENERGY ECIVIS, INC CITY OF FARMINGTON HILLS HURON VALLEY AMBULANCE. INC
	Vendor		5384 8966 5310 2440	11073 1334	0584 3455	4028 3640	5430 1991 3618 9778	1509	1034	0462	5893 555 <b>4</b> 4029	4976	0461 14661 60355 30313 36731 40516 0059 1493 1493 1493 158
	Check	D CHECKING	68515 68516 68517 68518	68519 68520	68521 68522	68523 68524	68526 68526 68527 68528	68529	68530	68531	68532 68533 68534	68535	68536 68537 68539 68539 68540 68541 68542 68545 68546 68546 68546 68546
ı Lyon	Bank	N FUND	01 01 01	010	01 01	01	01 01 01	01	01	01	01 01	01	000000000000000000000000000000000000000
User: Joan DB: South I	Check Date	Bank 01 GEN	02/11/2016 02/11/2016 02/11/2016 02/11/2016	02/11/2016 02/11/2016 02/11/2016	02/11/2016 02/11/2016	02/11/2016 02/11/2016	02/11/2016 02/11/2016 02/11/2016 02/11/2016	02/11/2016	02/11/2016	02/11/2016	02/11/2016 02/11/2016 02/11/2016	02/11/2016	02/11/2016 02/11/2016 02/11/2016 02/11/2016 02/11/2016 02/11/2016 02/11/2016 02/18/2016 02/18/2016 02/18/2016 02/18/2016 02/18/2016 02/18/2016 02/18/2016 02/18/2016

CHECK REGISTER FOR CITY OF SOUTH LYON	CHPCK DAMP FDOM 00/11/2016 - 00/10/2016	9107/01/50 - 9107/11/70 10/11 GIGO 10/11/
03/10/2016 09:40 AM	User: Joan	DB: South Lyon

Page: 2/5	Amount Status	.77 Cleared	.10 Cleared .00 Cleared .10	Cleared Cleared Construction Co	.00 Cleared .00 Cleared .00	36 Cleared 86 Cleared 75 Cleared 85 Cleared 87 Cleared	20.12 Cleared 46.97 Cleared 62.00 Cleared 29.09	50 Cleared 00 Cleared 50	00 Open 43 Open 08 Open	68 Open 59 Open 05 Open	23 332 Cleared 112 Open 00 Open 02 Open 00 Open 00 Open
P.P.	Am	261.7	15,660.10 976.00 16,636.10	902.00 669.09 322.07 65.02 43.00 6,040.00 521.15 1,239.00 1,350.00	551.00	54.36 3,599.86 809.75 253.85 52.87	120.12 46.97 62.00 229.09	19.50 39.00	500.00 500.00 92.43 45.08	3,812.68 327.59 273.05 2.05	2,663.32 2,663.32 525.12 180.00 2,106.02 220.00 250.00
FOR CITY OF SOUTH LYON 02/11/2016 - 03/10/2016	Description	PAYROLL DEDUCTIONS - FEB 2016	RETAINER WORK GENERAL LABOR MATTERS	INSTALL NEW BACK FLOW PREVENTION VAL PUMPING&AERTAL APPARATUS TEXTBOOKS PAYROLL DEDUCTIONS - 2/19/16 SOUTH LYON HERALD SUBSCRIPTION RUG CLEANING TRANSPORTATION - JAN 2016 JANUARY 2016 STATEMENT POSTAGE METER REFILL ADVISORY SERVICES & MEMO PREP CABLED SANITARY LINE - 310 STRYKER	PRE-EMPLOYMENT PHYSICAL & DRUG SCREE PRE-EMPL PHYSICAL&DRUG/ALCOHOL SCR	COPY CHARGE PLAN 301149 PAYROLL DEDUCTIONS - 2/ (3) 4GB MEMORY & 500GB INTERNAL DRIV PAYROLL DEDUCTIONS - 2/19/16 PAYROLL DEDUCTION - 2/19/16	INTERNET & CABLE INTERNET SERVICE PARK SECURITY	WATER FOR CITY HALL LAB SUPPLIES	HEALTH INS REIMBURSEMENT SUPPLIES REIMBURSE PETTY CASH	GAS SERVICE GAS SERVICE GAS SERVICE	GAS & DIESEL 1/14-1/28/16 ANNUAL PIPELINE CROSSING FEE 4/11/16 COUNCIL PAY - FEB 2016 VIDEO COUNCIL MEETING - 2/22/16 RX CHARGES COUNCIL PAY - FEB 2016 ARMORER TRAINING - BAKER
CHECK REGISTER FOR CHECK DATE FROM 02/:	Vendor Name	INTL UNION OF OPERATING ENG	JOHNSON, ROSATI, SCHULIZ &	LYON MECHANICAL, INC MICHIGAN STATE FIREMEN'S ASSOC MISDU OBSERVER & ECCENTRIC PARKSIDE CLEANERS PEOPLE'S EXPRESS PETER'S TRUE VALUE HARDWARE PITNEY BOWES PLANTE & MORAN	PROVIDENCE OCCUPATIONAL	TOSHIBA BUSINESS SOLUTIONS VANTAGEPOINT TRANSFERS VISICOM SERVICES, INC. W.H. GRIFFIN, TRUSTEE SUSAN L. WINTERS	WOW! BUSINESS	ARBOR SPRINGS WATER CO., INC.	DENNIS BRIDSON BUSCH'S LLOYD COLLINS	CONSUMERS ENERGY^	CORRIGAN OLL CO. CSX TRANSPORATION, INC. MARY DEDAKIS MATTHEW EMERY EMPLOYEE HEALTH INSURANCE MGMT JOHN GALEAS, JR GLOCK PROFESSIONAL, INC.
	Vendor	0557	3955	6093 0662 0470 5845 0318 5364 1555 0216	9065	3653 0062 6033 5925 3854	3984	5310	0309 5264 0859	3165	0283 0381 6115 6061 3455 6113
10 AM	c Check	68551	68552	68855 688554 688554 688555 688559 68559 68559 68560	68563	68564 68565 68566 68567 68568	68269	68570	68571 68572 68573	68574	68575 68576 68577 68578 68579 68580 68581
5 09:40 1 Lyon	Bank	0.1	01	00 00 00 00 00 00 00 00 00 00 00 00 00	01	01 01 01 01	01	01	01	01	01 01 01 01 01
03/10/2016 User: Joan DB: South 1	Check Date	02/18/2016	02/18/2016	02/18/2016 02/18/2016 02/18/2016 02/18/2016 02/18/2016 02/18/2016 02/18/2016 02/18/2016	02/18/2016	02/18/2016 02/18/2016 02/18/2016 02/18/2016 02/18/2016	02/18/2016	02/26/2016	02/26/2016 02/26/2016 02/26/2016	02/26/2016	02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016

- 5	٧
-	1
74.6	
C	0
7	1
	•
C	2
C	>
	_
	п
Ų	
	-
5	5
	T07
1001	T07/
1001	T07/
5	T07/0T

DB: South Lyon

CHECK REGISTER FOR CITY OF SOUTH LYON CHECK DATE FROM 02/11/2016 - 03/10/2016

Cleared Cleared Cleared Cleared Open Amount 70.00 435.00 258,085.83 180.00 180.00 180.00 350.00 118.69 4,677.60 100.00 85.00 3,000.00 857.70 43.00 250.36 180.00 2,433.93 30.00 5,459.46 1,456.73 457.39 1,434.65 17.12 375.42 150.00 150.00 578.26 519.96 1114.68 1118.76 239.32 382.78 660.00 25.00 244.78 480.12 403.13 585.75 300.00 325.00 137.11 8,749.08 8,366.20 LIFE & DISABILITY INSURANCE PREMIUMS ONLINE EMS TRAINING ACCTS - BACHESHE w MLGMA WINTER INSTITUTE & S.O.C.M.A. TASER INSTRUCTOR TRAINING VER 2.0 DEBT PYMT/2003 GO & DWRF ~2218-MFA COUNCIL PAY - FEB 2016 COUNCIL PAY - FEB 2016
COUNCIL PAY - FEB 2016
COUNCIL PAY - FEB 2016
CAR ALLOWANCE - FEB 2016
REIMBURSE COST OF CADET UNIFORM ELECTRICAL INSP PAY - FEB 2016 FARM MKT MGR FEES & COMMISSION FARM MKT COMMISSION PAYROLL DEDUCTIONS - 3/4/2016 -3/4/2016- FEB 2016 SHOTGUN INSTRUCTOR SCHOOL 2016 DUES - MAYOR GALEAS SERVICE 1/24-2/20/16 SERVICE 1/22-2/19/16 SERVICE 1/22-2/19/16 MEMBERSHIP DUES - SOVIK COUNCIL PAY - FEB 2016 COPIER COUNTER CHARGE S-4 EXAM FEE - MORITZ VISION INSURANCE -CLUBHOUSE RENTAL CLUBHOUSE DEPOSIT PAYROLL DEDUCTION -DENTAL INSURANCE DPW PHONE SYSTEM ELECTRIC SERVICE ELECTRIC SERVICE 2016 DUES LEGAL NOTICES RUG CLEANING CABLE SERVICE SERVICE SERVICE SERVICE Description STREETLIGHTS SERVICE SERVICE CABLE BOX GAS GAS GAS GAS GAS GAS GAS ALEXANDER LAMBI METLIFE - GROUP BENEFITS MICHIGAN ASSOC OF CHIEFS OF POLIC MICHIGAN ASSOCIATION OF MAYORS OBSERVER & ECCENTRIC NEWSPAPER PARKSIDE CLEANERS THE BANK OF NEW YORK MELLON, NA JOSEPH RYZYI STANDARD INSURANCE COMPANY STATE OF MICHIGAN OAKLAND COMMUNITY COLLEGE\* BRANDON ZIRKLE A.F.S.C.M.E. COUNCIL 25 FASER TRAINING ACADEMY MARGARET KURTZWEIL BROOKWOOD FARMS KRISPEN S. CARROLL CONSUMERS ENERGY^ RICOH USA, INC. AVAYA\*, INC. BIFANO EYE CARE BROOKWOOD FARMS BRUCE ANDROSIAN MICHAEL KRAMER WOW! BUSINESS HARVEY WEDELL LYNNE LADNER CE SOLUTIONS Vendor Name OTE ENERGY ENERGY PNC BANK DTE Vendor 6636 46636 46636 4632 4632 4633 3752 3756 11199 3804 3804 11199 3804 4037 4037 4034 4037 40 1774 383405614023 4234 3019 5024 5024 3749 5969 3165 0584 0317 68585 68586 68587 68588 68589 68590 68591 68582 68583 68584 68593 68594 68596 68598 68599 68592 68606 68607 68608 68609 68610 68595 68597 68600 68602 68603 68604 68605 68611 68613 68614 68612 01 01 01 OI 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 02/26/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016 02/26/2016 03/03/2016 Date 02/26/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016

Page: 3/5

## CHECK REGISTER FOR CITY OF SOUTH LYON CHECK DATE FROM 02/11/2016 - 03/10/2016

4/5

Page:

Status	Open	Open Open Open Open Open Open Open Open	Open Open	Open Open Open Open Open Open Open Open
Amount	184.34 866.82	137. 130. 130. 130. 130. 130. 130. 130. 130	35.97 1,430.00 1,465.97	81.64 269.00 140.00 150.00 150.00 26.00 367.79 226.26 34.54 160.00 1,800.00 1,800.00 1,800.00 1,500 1,150.00 1,150.00 1,150.00 1,150.00 1,150.00 1,150.00 1,150.00 1,000
Description	ELECTRIC SERVICE 1/25-2/24/16 ELECTRIC SERVICE 1/24-2/24/16	ELECTRIC SERVICE MGMT&SOPU LEADERSHIP TRAINING PROGRA UNION DUES - J. PIEPER - FEBRUARY 20 PAYROLL DEDUCTIONS - 3/4/2016 PAYROLL DEDUCTIONS - 3/4/2016 PAYROLL DEDUCTIONS - 3/4/2016 ELEVATOR MAINTENANCE EMT LICENSE REIMBURSEMENT EXTINGUISHER MAINTENANCE S-4 EXAM - ABRAMOWICZ S-4 EXAM - ABRAMOWICZ S-4 EXAM - ABRAMOWICZ S-4 EXAM - ABRAMOWICZ S-7 CONTROL - 318 W LAKE COPIER LEASES PLAN #301149 PAYROLL DEDUCTIONS - 3 PAYROLL DEDUCTION - 3/4/2016	INTERNET SERVICE FIBER OPTIC NETWORK	BAGELS&DONUTS-ELECTION WORKERS FOOD FOR ELECTION WORKERS BD PAYMENT REGUND ELECTION PAY - 3/8/16 ELECTION PAY - 3/8/16 ANNUAL SOFTWARE SUPPORT RENEWAL WATER FOR CITY HALL CELL PHONE SERVICE WATER DEPT PHONE SYSTEM WATER DEPT PHONE SYSTEM WATER DEPT PHONE SYSTEM WATER DEPT PHONE SYSTEM ELECTION PAY 3/8/16 ELECTION PAY - 3/8/16 ELECTRIC SERVICE 1/26-2/29/16 ELECTRIC SERVICE 2/1-3/2/16
Vendor Name		DTE ENERGY EDUCATION & TRAINING SERVICES INTL UNION OF OPERATING ENG MISDU POLICE OFFICERS LABOR COUNCIL SCHINDLER ELEVATOR CORP. CODY SHERRILL SPEARS FIRE AND SAFETY STATE OF MICHIGAN, STATE OF MICHIGAN, TERMINEX PROCESSING CENTER TOSHIBA FINANCIAL SERVICES VANTAGEPOINT TRANSFERS W.H. GRIFFIN, TRUSTEE SUSAN L. WINTERS	WOW! BUSINESS	BUSCH'S BUSCH'S Mulligan Heating Inc DAVID ALLEN RITA ALLEN ALLEN ALENAX SOFTWARE, INC ARBOR SPRINGS WATER CO., INC. ANYXA*, INC. ANYBE BADARAK VIRGINIA BELL SANDRA LEE BLAISDELL BUSCH'S CIB PLANNING ERNIE CLOSE FRANCES CODY GERALD CODY AUDREY COLLARD MARY CONBLIL CONSUMERS ENERGY^COSTCO SALLY CROUCH DTE ENERGY
Vendor		0584 4035 0470 0470 0557 0059 0369 2362 2362 1465 3675 3675 3675	3984	0504 11102 MISC 0642 0642 0516 0516 1747 4234 4039 4039 5312 5312 5312 5312 6103 3165 9435 0317
Check		68615 68616 68617 68617 68619 68620 68622 68623 68624 68625 68626 68627 68627 68628 68629	68631	68653 68653 68633 68633 68633 68633 68633 68633 68633 68644 68642 68644 68653 68653 68653 68653 68653 68653 68653
Bank		01 01 01 01 01 01 01 01	01	
Check Date		03/03/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016 03/03/2016	01	

CHECK REGISTER FOR CITY OF SOUTH LYON CHECK DATE FROM 02/11/2016 - 03/10/2016

5/5	4 4 5 6	open open open open open open open open	open Open Open Open Open
Page:	Amount	5,043.14 145.00 145.00 145.00 145.00 155.00 192.00 192.00 109.36 109.36 150.00 150.00 340.01 155.00	160.00 1,889.00 422.23 1,632.91 160.00 150.00 150.00 1,916.03 32.97
FOR CITY OF SOUTH LYON 02/11/2016 - 03/10/2016	Description	MGWIESUPV LEADERSHIP TRAINING PROG-B RX FEES ELECTION PAY - 3/8/16 TEBRUARY 2016 STMT FEB 2016 STMT FE	ELECTION PAY - 3/8/16 FEB 2016 PERMIT FEES CLEANING SUPPLIES BIOSOLIDS LAND APPL FEE ELECTION PAY - 3/8/16 COPIER LEASE ELECTION PAY - 3/8/16 REIMS PARKING AT DETROIT METRO FOR F ELECTION PAY - 3/8/16 PHONE SERVICE INTERNET SERVICE ELECTION PAY - 3/8/16
CHECK REGISTER FOR CHECK DATE FROM 02/1	Vendor Name	EDUCATION & TRAINING SERVICES EMPLOYEE HEALTH INSURANCE MGMT JOSEPH J GALLAGHER MARY CATHERINE GALLAGHER PATRICIA ELLEN GOWAN ROSE MALIE HEGGERTY SUZANNE HERROSCHECK MICHAEL KENNEDY JOHN KOPACZ ELENI KONSTONTINI LAMBRECHT LENORE SYLVIA LITWIN MARTIN'S DO IT BEST TINA MCDONALD MI-AWWA MICHIGAN STATE FIREMEN'S ASSOC ROBERT RATCLIFFE MAXINE RINNAS ROAD COMMISSION FOR OAKLAND	SAFEBUILT MICHIGAN, INC. SAFEBUILT MICHIGAN, INC. SAM'S CLUB DIRECT STATE OF MICHIGAN KATHLEEN SWANSON TOSHIBA FINANCIAL SERVICES JERNEE LEE VALENTINE MICHAEL WEIR ELINOR WIKOFF WINDSTREAM WOW! BUSINESS NANCY ZUFELT
	Vendor	4035 4040 4040 3392 3392 3392 3455 4040 403 403 4038 6018 6018 6018 6018	5893 0055 0055 6100 3675 6101 3413 3081 5731 5361
AM	Check	68656 68657 68659 68659 68660 68661 68663 68663 68663 68663 68663 68663 68663 68663 68663 68663 68663 68663 68663	68675 68676 68677 68679 68680 68681 68682 68683 68683
09:40 Lyon	Bank	000 010 000 000 010 000 010 000 010 010	001 001 001 001 001
03/10/2016 09: User: Joan DB: South Lyon	Check Date	03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016	03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016 03/10/2016

Total of 171 Disbursements:

# INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON POST DATES 03/14/2016 - 03/14/2016

Page: 1/6

OHOU AT I AND DELVE	LIZED	OPEN
	JOURNA	OPE

		NEGO			
GL Number		KS TO BE A	3/14/2016		
		Vendor	Invoice Description	Amount Che	# 4040
Fund 101 GENERAL FUND Dept 000.000		10 10 10 10 10 10 10 10 10 10 10 10 10 1			- 1
101-000.000-035.000	ENGINEERING FEES	HUBBELL, ROTH, & CLARK,	SITE PLAN REVIEWS	8 8 8 8	
Dept 200.000 apmintsmartow	WC I.	Total For Dept 000.000		6,819.98	
101-200,000-727,000	TON OFFICE Supplies	0			
101-200.000-727.000		LE OFFICE PRODUCTS	CABINET RAILS	133.72	
101-200.000-727.000	OFFICE SUPPLIES	OFFICE		237.61	
101-200.000-727.000		OFFICE	OFFICE SUPPLIES	84.78	
101-200.000-727.000 101-200.000.001	OFFICE SUPPLIES	OFFICE	FILE CABINET OFFICE SHOPITES	783.75	
101-200.000-801.000	PROFESSIONAL SERVICE	HUBBELL, ROTH, & CLARK,	GLEN MEADOWS UTILITY DEDICATION	624.17	
101-200.000-900.000	CONTRACTOR SVCS PRINTING	DUNCAN DISPOSAL SYSTEMS, LAKELAND PRINTING	DUMPSTERS&RECYCLING-MARCH 2016 ENVELOPES	63.13 63.13	
		Total For Dept 200.000 A	ADMINISTRATION	000	
Dept 276.000 CEMETERY	į			2,268.58	
101-276.000-802.000	OPERATING EXPENSE CONTRACTUAL SVCS	SOUTH LYON FENCE & SUPPL DUNCAN DISPOSAL SYSTEMS,	FENCE REPAIR PARTS DUMPSTERS&RECYCLING-MARCH 2016	195.52	
Dept 300.000 POLICE		Total For Dept 276.000 CEMETERY	SMETERY -	271.79	
101-300.000-727.000	OFFICE SUPPLIES				
101-300.000-740.000	OPERATING EXPENSE	IMS, INC	OFFICE SUPPLIES	16.79	
101-300.000~802.000	CONTRACTUAL SVCS		NIIKIDE GLOVES DIMPSTEDSEDECKSIIMO MARGII 601 6	133.10	
101-300.000#863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	BIII.R	38.13	
101-300.000-863.000		ADVANCE AUTO PARTS	WIPER BLADES	ა	
101-300-000-863-000		ADVANCE AUTO PARTS	TIRE REPAIR SUPPLIES	31.98	
101-300.000-863.000	VEHICLE MAINTENANCE	COOK AUTOMOTIVE	PATCH RIGHT FRONT TIRE - PD221	17.28	
101-300.000-863.000		COOK AUTOMOTIVE	REALIGN FRONT END - PD291	D0.07 FF	
101-300.000-863.000		COOK AUTOMOTIVE	(2) 18" INTERCEPTOR WHEELS & MOUNTING	315.00	
101-300.000-863.000		COOK AUTOMOTIVE	REPAIR STEERING SHAFT - PD221	563.39	
101-300.000-931.000	BUILDING MAINTENANCE		TIRE CHANGE & ALIGNMENT	52.80	
101-300.000-931.000	BUILDING MAINTENANCE	RS SERVICE	) 1 1 2 3	14.99	
101-300.000-958.100	WITNESS FEES	NICHOLAS P GOODENOW	OTALIARI LINE CABLED - ZIG WHIPPLE WITNESS FEES & MILEAGE	202.50	
		Total For Dept 300.000 pol	POLICE	8.00	
Dept 335.000 FIRE		14		1,529.95	
101-335.000-721.000	& CLEANING	FIRE SERVICE MGMT	THEN OHT CRAD DEPATE		
101-335.000-/Z1.000 101-335.000-721.000	& CLEANING		FIREFIGHTER HELMET SHIFT.D	271.00	
101-335.000-727.000	OFFICE SUBDITES	WITMER PUBLIC SAFETY GRO	HELMET, ALUMINUM EAGLE	267 E7	
101-335.000-727.000	OFFICE SUPPLIFS	GRAINGER	SAFETY GLASSES & CLEANING TISSUES	70°, 70°, 70°, 70°, 70°, 70°, 70°, 70°,	
101-335.000-727.000		GRAINGER	TOOLS, CLEANING&OFFICE SUPPLIES	148.41	
101-335.000-727.000	OFFICE SUPPLIES	GRAINGER	DEDG SOFFLIES	198.37	
101-335.000-740.000	OPERATING EXPENSE	TRUE VALUE	CHEMING ALLCHEN SUFFLIES TOOL & HARDWARE SUPPLY	171.38	
101-335.000-802.000	CFERALTING EXPENSE CONTRACTUAL SVOS	PETER'S TRUE VALUE HARDW	BATTERIES, LOCK SETS	51 97	
		DONCAN DISPOSAL SYSTEMS,	DUMPSTERS&RECYCLING-MARCH 2016	38.14	

# INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON POST DATES 03/14/2016 - 03/14/2016 JOURNALIZED OPEN

2/6

Page:

		OPEN CHECKS TO BE APPROVED	3/14/2016	
GL Number	Invoice Line Desc	Vendor	Invoice Description	Amoint Chook #
Fund 101 GENERAL FUND Dept 335,000 FIRE				40000
101-335.000-802.000	CONTRACTUAL SVCS	QUENCH	WATER COOLER LEASE	000
101-335,000-851,000	RADIO MAINTENANCE	UNITED COMMUNICATIONS CO	MINTOR REPAIR	00./±1.
101-335,000-863,000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	WIPER BLADES - FORD EXCURSION	46.97
101-335.000-863.000		ADVANCE AUTO PARTS	6-3	33.83
101-335.000-863.000		AUTOMOTIVE		319.46
101-335.000-863.000	VEHICLE MAINTENANCE	_ 2	VALVE STEM EXTENSIONS ON LADDER 1	168.00
101-335.000-863.000	VEHICLE MAINTENANCE	R & R FIRE TRUCK REPAIR	LADDER I EMEKGENCY LIGHT REPAIR Tabber 1 mms sests	216.40
101-335.000-863.000	VEHICLE MAINTENANCE	WHOLESALERS	HADDEN I FOMF KEPAIR PIRES - RESCHE 1	6,264.92
101-335.000-930.000	REPAIR MAINTENANCE	ASS SAFETY S	YITADE	988.44
101-335.000-930.000	REPAIR MAINTENANCE	PETER'S TRUE VALUE HARDW	GENERATOR REPAIR SHPPLIES	128.66
101-335.000-931.000	BUILDING MAINTENANCE	HENDERSON GLASS 27 NOVI	REPLACE CRACKED WINDOW	רור ע טיי רור ע טיי רור ע
101-335,000-977,000	EDUCATION & TRAINING	_	CPR INSTRUCTOR MATERIALS	110.05
101-335.000-977.000	EQUIPMENT	BOUND TREE MEDICAL, LLC	1ST AID SUPPLIES & GLOVES	207.53
	ı	O TORON	GEAR LOCKERSEMOUNTING SCREWS	1,061.49
		Total For Dept 335,000 FIRE	RE	11.673.03
Dept 440.000 DEPT. OF PUI	OF PUBLIC WORKS			
101-440.000-727.000	OFFICE SUPPLIES	OFFICE		190.75
101-440.000-727.000		OFFICE		14.19
101-440.000-740.000			OFFICE SUPPLIES	75.13
101-440.000-740.000	OPERATING EXPENSE	ANN ARBOR WELDING SUPPLY	CYLINDER RENTAL	95.79
101-440.000-740.000		OFT NOTE	CILINDER RENTAL	95.79
101-440.000-740.000		O'REILLY AUTO PARTS	MAILBOA KEFLACEMENTS MTSC SHDDITES	538.00
101-440.000-740.000	OPERATING EXPENSE	PETER'S TRUE VALUE HARDW	FEB 2016 STATE	86.9
101-440.000-740.000	OPERATING EXPENSE	QUALITY FIRST AID & SAFE	1ST AID&SAFETY SUPPLIES & GLOVES	314.03
101-440.000-802.000	CONTRACTUAL SVCS	DUNCAN DISPOSAL SYSTEMS,	LING-MARCH	110 06
101-440.000-860.000	GAS & OIL	Έĺ		05.61 CD [9
101-440 000-863 000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	OIL & FILTER - T-1	3 Y Y Y Y
101-440.000-863.000	VEHICLE MAINTENANCE VEHICLE MAINTENANCE	E AUTO	WIPER BLADES	19:00
101-440.000-863.000		COOK THEOROGETHE	STEERING WHEEL SPINNER KNOBS	67.15
101-440.000-863.000		COOK ALTHOMOTIVE		1,609.80
101-440.000-863.000		COOR ACTOMOTIVE TNTERSTATE BITTING SERVER		4,006.67
101-440.000-863.000			FUEL&AIR FILTERS & OIL CHANGE - LOADE	577.64
101-440.000-863.000	VEHICLE MAINTENANCE	PETER'S TRIE VALUE HADDW	HIDRAULIC OIL	159.96
101-440.000-931.000	BUILDING MAINTENANCE		FEB ZOLO SIMI Cada don debatem	37.24
101-440.000-935.000	NPDES PHASE 2 STORMWATER	HUBBELL, ROTH, & CLARK,	GARAGE DOOK KEPAIKED STORM WATER PERMIT ASST.	193.00 269 50
		Total For Dept 440.000 DEPT.	T. OF PUBLIC WORKS	
Dept 690.000 PARKS AND RECREATION	CREATION			0, 721.48
101-690.000-740.000 101-690.000-740.000	OPERATING EXPENSE OPERATING EXPENSE	ZERO WASTE USA, INC. ZERO WASTE USA, INC.	PET WASTE BAGS PET WASTE RAG DISDENSED	195,75
101-690.000-801.000	PROFESSIONAL SERVICE REPAIR MAINTENANCE	JOHN'S SANITATION	PORTA JOHNS @ PARKS	120.95 290.00
		FELER S INUE VALUE MAKUW	FEB 2016 STMT	94.40

INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON

User: Joan DB: South Lyon		INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON POST DATES 03/14/2016 - 03/14/2016 JOHNALTER	Page: 3/6
	- +	CHECKS TO	
	Involce Line Desc	Vendor Invoice Description	# 10040 # 10040
101 GENERAL FUND 690.000 PARKS AND RECR	RECREATION		
Dept 732.000 HISTORICAL DEPOT	OT	Total For Dept 690.000 PARKS AND RECREATION	701.10
-931.000	BUILDING MAINTENANCE	PETER'S TRUE VALUE HARDW FEB 2016 STWT	90 98
		Total For Dept 732.000 HISTORICAL DEPOT	86.62
Fund 202 MAJOR STREETS		Total For Fund 101 GENERAL FUND	32,015.89
	OPERATING EXPENSE OPERATING EXPENSE OPERATING PYPENSE		3,695.45
			3,734.05 167.84
		Total For Dept 478.000 SNOW PLOWING	30.21
LOCAL STREET		Total For Fund 202 MAJOR STREETS	00 308 11
ERVIC	ES OPERATING EXPENSE OPERATING EXPENSE	HUNT SIGN CO., LTD STREET SIGN HUNT SIGN CO., LTD STREET SIGN	63.80
SNOW PLOWING		Total For Dept 474.000 TRAFFIC SERVICES	127.60
203-478.000-740.000 203-478.000-740.000 203-478.000-740.000 203-478.000-740.000	OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE	DETROIT SALT COMPANY LLC ROAD SALT (99.55 TON) DETROIT SALT COMPANY LLC ROAD SALT (100.68 TON) DETROIT SALT COMPANY LLC ROAD SALT (100.59 TON) KNAPHEIDE TRUCK EQUIPMEN PLOW PINS T-7	1,989.85 2,012.44 2,010.65
		Total For Dept 478,000 SNOW PLOWING	6.103.32
LAND ACQUISITION		Total For Fund 203 LOCAL STREETS	6,230.92
509-000.000-971.000 L	LAND	HUBBELL, ROTH, & CLARK, 390 LAFAYETTE FOUNDATION INVESTIGATIO	90 909
		Total For Dept 000.000	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
592 WATER & SEWER		Total For Fund 509 LAND ACQUISITION	626.36
.000	PROFESSIONAL SERVICE	HUBBELL, ROTH, & CLARK, WATER SYSTEM UPGRADES DWRF	, L) c
Dept 540.000 WATER / REPAIR		Total For Dept 452.000	267.63
	OPERATING EXPENSE	PETER'S TRUE VALUE HARDW FEB 2016 STMT	71.40

# INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON POST DATES 03/14/2016 - 03/14/2016 JOURNALIZED

4/6

Page:

NVED 3  INC  INC  ERV  ERV  ERV  ERV  INC  O SEWH  INC  O SEWH  INC  O O O SEWH  INC  O O O O O O O O O O O O O O O O O O O			OPEN			
TINOICE LINE Desc Vendor  FERRIR  / REPAIR  / REPAIR MAINTENANCE  REPAIR MAI			TO BE	3/14/2016		
TOTAL FOR DEPAIR  ( REPAIR MAINTENANCE EXPENSE CI CONTRACTING, INC. REPAIR MAINTENANCE METRO ENVIRONMENTAL SERV METRO ENVIRONMENTAL SERV METRO ENVIRONMENTAL SERV PETREN MAINTENANCE PLUMBERS SERVICE PLUMBERS SERVICE PLUMBERS SERVICE PLUMBERS SERVICE PLUMBERS SERVICE PLUMBERS SERVICE PROPILES INC. DEPAIR MAINTENANCE PLUMBERS SERVICE PROPILES INC. DEPAIR MAINTENANCE PLUMBERS SERVICE PROPILES MISCELLANGOUS EXPENSE COLECTION (CONTRACTUAL DUNCAN DISPOSAL SYSTEMS, N TREPAIR MAINTENANCE PREPAIR MAINTENANCE PREPAIR MAINTENANCE PLUMBERS SERVICE PROPILES INC. DEPAIR MAINTENANCE PREPAIR MAINTENANCE MAINTENA	ㅈ	Invoice Line	Vendor	Invoice Description	Amount	Check*
TOTAL FOR DOBENT SAUGH STATING EXPENSE  O REPAIR MAINTENANCE ETAM SUPPLIES INC CI CONTRACTING, INC. REPAIR MAINTENANCE ETAM SUPPLIES INC. REPAIR MAINTENANCE ETAM SUPPLIES INC. METRO ENVIRONMENTAL SERV PETRIR MAINTENANCE PURBERS SERVICE PLUMBERS SERVICE PROPERTY SUPPLIES INC. TOTAL FOR Dept 550.000 SEMI SOURCE SUPPLIES PROPERTY SUPPLIES INC. TOTAL FOR Dept 550.000 SEMI SOURCE SUPPLIES PROPERTY SUPPLIES PREMICES PROPUCTS CONTRACTORL SYSTEMS PREADOW LISOSAL SYSTEMS; PREMICES MIDWEST, INC. DEPARTING EXPENSE PREMICES MIDWEST, INC. DEPARTING EXPENSE PREMICES MIDWEST, INC. BUILDING MAINTENANCE PREMICES MIDWEST, INC. MAI	Fund 592 WATER & SEWER Dept 540.000 WATER / REP	AIR				
PEPRING EXPENSE  OPERATING EXPENSE  OPERATING EXPENSE  CI CONTRACTING, INC. REPAIR MAINTENANCE  PLUMBERS SERVICE  PLUMBERS S	Dent 550 000 cemen	í.	. For Dept	ATER / REPAIR	71.40	
REPAIR MAINTENANCE  REPARATING EXPENSE  REPARA			SET TORIES VIVEDOO	!		
REPAIR MAINTENANCE REPAIR MAINTE	592-550.000-930.000	REPAIR MAINTENANCE	DOTEM SOFFLIES	VACTOR HOSE END & CLAMPS PONTIAL TENTE MAIN THAT	289.12	
REPAIR MAINTENANCE MERSINO DEWATERING, INC. REPAIR MAINTENANCE METRO BAVIRONMENTAL SERV REPAIR MAINTENANCE PLUMBERS SERVICE TO SEMINATIVENANCE PLUMBERS SERVICE SERVICE SERVICE SERVICE SERVICE PLUMBERS SERVICE TO SEMINATIVENANCE TO SEMINATIVENANCE TO SEMINATIVENANCE TO SEMINATIVENANCE TO SEMINATIVE SERVICE SUPPLIES GRAINCAN DISPOSAL SYSTEMS, MOPERATING EXPENSE PROPERSIONAL SERVICE PRODUCTS OFFICE SUPPLIES SERVICE PRODUCTS SEMINATIONAL SERVICE SUPPLIES SEMINATIONAL SERVICE PRODUCTS SEMINATIONAL SERVICE PRODUCTS SEMINATIONAL SERVICE SUPPLIES SEMINATION SUPPLY CONTRACTURE SUPPLY CONTRACTURE SUPPLIES SEMINATION SUPPLY CONTRACTURE SU	592-550.000-930.000		ETNA SUPPLY	SHEDELING THE BENER MAIN KEPAIK	13,702.98	
REPAIR MAINTENANCE RETRO ENVIRONMENTAL SERV REPAIR MAINTENANCE PUMBERS SERVICE PLUMBERS SERVICE PREPAIR MAINTENANCE PLUMBERS SERVICE PLUMBERS SERVICE PROPERTIES INC TOTAL FOR DELAY SUPPLIES INC TOTAL FOR DELAY SUPPLIES INC TOTAL FOR DEPT 550.000 SEME PREPAIR METALES SERVICE PROPERTIES INC TOTAL FOR DEPT 555.000 SEME PREPAIR SERVENSE PARAGON LABORATORIES, IN WORTH SERVICE SUPPLIES CONTRACTUAL SERVICE PRODUCTS CONTRACTUAL SERVICE PROPERTIES PROPERTIES PRACTUAL SERVICE PROPERTIES PREFIESS MIDMEST, INC. DEPERATING EXPENSE PRACTUAL SERVICE PROPERTIES PRACTUAL SERVICE PROPERTIES PRACTUAL SERVICE PROPERTIES PRACTUAL SERVICE PROPERTIES PREFIESS MIDMEST, INC. DEPERATING EXPENSE PRACTUAL SERVICE PROPERTIES SERVICE SER	592-550.000-930.000		NO DEWATERING,	BYPASS PHMPING SYSTEM FOLLS DEWINE DO	927.98	
REPAIR MAINTENANCE BETERY STRUE AND HAND HAND HAND HAND BETERY STRUE AND HAND HAND BENERY STRUE AND HOUSERS SERVICE  REPAIR MAINTENANCE PLUMBERS SERVICE  REPAIR MAINTENANCE ACCENTACTURI PLUMBERS SERVICE  REPAIR MAINTENANCE ACCENTACTURI DUNCAN DISPOSAL SYSTEMS, N  REFUSE COLLECTION (CONTRACTURI DUNCAN DISPOSAL SYSTEMS, N  REFUSE COLLECTION (CONTRACTURI DUNCAN DISPOSAL SYSTEMS, N  OPERATING EXPENSE BRANCE PRODUCTS  OPERATING EXPENSE COLLECT PRODUCTS  OPERATING EXPENSE PRACTOR ACCENTACT ACCOUNTED TO SERVICE ACCOUNTS ACCENTACT ACCOUNTS ACCENTACT ACCOUNTS ACCENTACT ACCOUNTS ACCENTACT ACCOUNTS ACCENTACT ACCOUNTS ACCOU	592-550.000-930.000		ENVIRONMENTAL	JETSVIDEO INSDECT BONETS BEST LEGISTED	7,718.40	
REPAIR MAINTENANCE FULMBERS SERVICE CABLED REPAIR MAINTENANCE PLUMBERS SERVICE CABLED CALLED FLUMBERS SERVICE CABLED CALLED FLUMBERS SERVICE CABLED CALLED C	592-550.000-930.000		ENVIRONMENTAL	SEMER LINE VIDEO INSD	2,493.75	
REPAIR MAINTENANCE PLUMBERS SERVICE CABLED STRUCE STRUCE CABLED STRUCE STRUCE STRUCE STRUCE STRUCE STRUCE STRUCE STRUCE CABLED STRUCE STRUCE STRUCE STRUCE STRUCE STRUCE STRUCE STRUCE CABLES STRUCE S	592-550.000-930.000		PETER'S TRUE VALUE HARDW	FEB 2016 STATE	1,550.00	
REPAIR MAINTENANCE PLUMBERS SERVICE CABLED & CABLED & REPAIR MAINTENANCE PLUMBERS SERVICE CABLED & CABLED & PLUMBERS SERVICE CABLED & PLUMBERS SERVICE AUGURED AUGURED POLYBOLISE INC VACTOR IN CASE LANGE PROSE EXCAVATING, INC.  MISCELLANEOUS EXPENSE COLLECTION (CONTRACTUAL FOr Dept 550.000 SEWER / REF TO TOTAL FOR DEPT 550.000 SEWER / REF TOTAL FOR DEPT 555.000  OFFICE SUPPLIES COLLECTION (CONTRACTUAL DUNCAN DISPOSAL SYSTEMS, MARCH 1, TOTAL FOR DEPT 555.000  OFFICE SUPPLIES COLLECTION (CONTRACTUAL SYSTEMS, MARCH 1, TOTAL FOR DEPT 555.000  OFFICE SUPPLIES COLLECTION (CONTRACTUAL SYSTEMS) OFFICE SYSTEMS, MARCH AND TOTAL SYSTEMS CONTRACTUAL SYSTEMS CONTRACTOR SYSTEMS CONTRACTOR SYSTEMS CARRACTURES CONTRACTURE SYSTEMS CARRACTURES CONTRACTURE SYSTEMS CARRACTURES CARRACTURE SYSTEMS CARRACTURE SYSTEMS CARRACTURE SYSTEMS CARRACTURE SYSTEMS CARRACTURE CARRACTU	592-550.000-930.000		PLUMBERS SERVICE	CABLED UNDERGROUND SINK LINE - 135 HA	162.12	
PEPPAIR MAINTENANCE PLUMBERS SERVICE  REPAIR MAINTENANCE ROSE EXCAVATING, INC.  MISCELLANEOUS EXPENSE ROSE EXCAVATING, INC.  MISCELLANEOUS EXPENSE TOTAL FOR Dept 550.000 SEWER / REE  TOTAL FOR DEPT 555.000  OFFICE SUPPLIES  DUNCAN DISPOSAL SYSTEMS, MARCH 1,  TOTAL FOR DEPT 555.000  OFFICE SUPPLIES  DUNCAN DISPOSAL SYSTEMS, MARCH 1,  OFFICE SUPPLIES  DUNCAN DISPOSAL SYSTEMS, WATER RE  CONTRACTULAL SYCS  HUBBELL, ROTH, & CLARK, OFFICE SUPPLIES  DUNCAN DISPOSAL SYSTEMS, DUNCAN DISP	592-550.000-930.000	REPAIR MAINTENANCE		SANITARY LINE - 320 DEPTIE	00.291	
REPAIR MAINTENANCE PLUMBERS SERVICE REPAIR MAINTENANCE ROSE EXCAVATING, INC. REPAIR MAINTENANCE REPAIR MAINTENANCE REPAIR MAINTENANCE REPAIR MAINTENANCE REFUSE COLLECTION (CONTRACTUAL DUNCAN DISPOSAL SYSTEMS, MARCH 1, Total For Dept 550.000 SEWER / REFUSE COLLECTION (CONTRACTUAL DUNCAN DISPOSAL SYSTEMS, MARCH 1, Total For Dept 555.000  OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE OFFICE SUPPLIES OFFICE PRODUCTS OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE PRODUCTS OFFICE SUPPLIES OFFICE PRODUCTS OFFICE SUPPLIES	592-550.000-930.000	REPAIR MAINTENANCE		SANITARY LINE -	184 50	
MISCELLANEOUS EXPENSE ROSE EXCAVATING, INC.  MISCELLANEOUS EXPENSE TOTAL FOR DOHENY SUPPLIES INC VACTOR FOR DONCAN DISPOSAL SYSTEMS, MARCH 1, TOTAL FOR DEPT 555.000  OFFICE SUPPLIES OPERATING EXPENSE COLLECTION (CONTRACTUAL DUNCAN DISPOSAL SYSTEMS, MARCH 1, TOTAL FOR DEPT 555.000  OFFICE SUPPLIES OPERATING EXPENSE CARAGON LABORATORIES, IN WATER RAD OPERATING EXPENSE CONTRACTUAL SYSTEMS, MARCH TAND ENCHORMENT OF EXPENSE CONTRACTUAL SYSTEMS, MATER REDUING EXPENSE CONTRACTUAL SYSTEMS, MATER REDUING EXPENSE CONTRACTUAL SYSTEMS, MATER REDUING MAINTENANCE PERRIESS MIDWEST, INC. DUILDING MAINTENANCE PERRIESS MIDWEST, INC. BUILDING MAINTENANCE PERRIES SCIENTIFIC MAINTENANCE PERRIES SCIENTIFIC CARLSON-DIMOND & WRIGHT, IAB SUPPRIPARE PERRIES SCIENTIFIC COMPRESEDED FISHER SCIENTIFIC COMPENSE FISHER SCIENTIFIC COMPENSE FISHER SCIENTIFIC MAINTENANCE PARCH COMPANY LABBER SUPPRIPARE PACH COMPAN	332-330.000-330.000 592-550 000-930 000	REPAIR MAINTENANCE	3ERS	PETTIE	153 00	
REFUSE COLLECTION (CONTRACTUAL DUNCAN DISPOSAL SYSTEMS,  OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OPERATING EXPENSE PROFESSIONAL SERVICE OPERATING EXPENSE PROFESSIONAL SERVICE OPERATING EXPENSE PROFESSIONAL SERVICE OWNTRACTUAL SVCS OWNTR	592-550.000-956.000	REFAIR MAINTENANCE MISCELLANEOUS EXPENSE	EXCAVATING, INC. DOHENY SUPPLIES	PONTIAC TRAIL SEWER MAIN REPAIR VACTOR HOSE REPLACED	27,979.00	
REFUSE COLLECTION (CONTRACTUAL DUNCAN DISPOSAL SYSTEMS,  Total For Dept 555.000  OFFICE SUPPLIES OPERATING EXPENSE PROFESSIONAL SERVICE PROPERTS, INC. OPERATING EXPENSE PROFESSIONAL SERVICE OWNTRACTUAL SVCS OWN			For Dept 550.000	מדאמתם / מתאים	00.166.1	
REFUSE COLLECTION (CONTRACTUAL DUNCAN DISPOSAL SYSTEMS,  OFFICE SUPPLIES OPERATING EXPENSE OFFICE MAINTENANCE BUILDING MAINTENANCE B	Dept 555.000			MEN / NEFALK	57,510.35	
OFFICE SUPPLIES  OFFICE SUPPLIES  OFFICE SUPPLIES  OFFICE SUPPLIES  OPERATING EXPENSE  OPERATING EXPENSE  PRAGON LABORATORIES, IN  OPERATING EXPENSE  PROFESSIONAL SERVICE  OPERATING EXPENSE  PROFESSIONAL SERVICE  OFFICE MAINTENANCE  BUILDING MAINTENANCE  CARLSON-DIMOND & WRIGHT, INC  COPERATING EXPENSE  COPERATING EXPENSE  HACH COMPANY  INC.  PREME STERNER  COPERATING EXPENSE  HACH COMPANY  INC.  PREME STERNER  COPERATING EXPENSE  COPERATING EXPENSE  HACH COMPANY  INC.  PREME STERNER  COPERATING EXPENSE  HACH COPERATING EXPENSE  COPERATING EXPENSE  COPERA	592-555.000-818.100	REFUSE COLLECTION (CONTRACTUAL	DUNCAN DISPOSAL SYSTEMS,		41,806.24	
OFFICE SUPPLIES  DEFICE SUPPLIES  LB OFFICE PRODUCTS  LB OFFICE PRODUCTS  CRAINGER  CRAINGER  CREATING EXPENSE  COPERATING EXPENSE  CONTRACTURAL SUCS  COPERATING EXPENSE  COPERA			For Dept	1	^	
OFFICE SUPPLIES  OFFICE SUPPLIC  OFFICE SUPPLIES  OFFICE SUPPLIES  OFFICE SUPPLIES  OFFICE SUPPLIC  OFFICE SUPPLIES  OFFICE SUPPLIC  OFFICE S	Dept 556.000 WATER 592-556 000-727 000				***************************************	
OPERATING EXPENSE OFFICE SUPPLIES OFFICE SUPPLIES OPERATING EXPENSE OPERATING EXPENS	592-556.000-727.000	OFFICE SUPPLIES		OFFICE SUPPLIES	28.85	
OPERATING EXPENSE CONTRACTUAL SUCS OFFICE MAINTENANCE BUILDING MAINTENANCE COFFICE SUPPLIES OFFICE SUPPLIES OPERATING EXPENSE OPERATING	592-556.000-740.000	OPERATING EXPENSE	크	OFFICE SUPPLIES	14.18	
OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE CONTRACTUAL SUCS HUBBELL, ROTH, & CLARK, DUNCAN DISPOSAL SYSTEMS, HINES PARK FORD, INC. PEERLESS MIDWEST, INC. CARLSON-DIMOND & WRIGHT, INC. OPERATING EXPENSE PEISHER SCIENTIFIC FISHER SCIENTIFIC OPERATING EXPENSE PACH COMPANY INC. PERATING EXPENSE HACH COMPANY INC.	592-556.000-740.000	OPERATING EXPENSE	TABORAGORA	MISC TOOLS	48.64	
OPERATING EXPENSE PROFESSIONAL SERVICE CONTRACTUAL SUCS CONTRACTUAL SUCS CONTRACTUAL SUCS ULLDING MAINTENANCE BUILDING SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OPERATING EXPENSE OPERATIN	592-556.000-740.000		PERRIES MIDERAL IN		40.00	
PROFESSIONAL SERVICE  PROFESSIONAL SUCS  CONTRACTUAL SVCS  VEHICLE MAINTENANCE  BUILDING MAINTENANCE  PEERLESS MIDWEST, INC.  PERATING EXPENSE  OPERATING EXPENSE  OPERATING EXPENSE  OPERATING EXPENSE  OPERATING EXPENSE  HACH COMPANY  INC.  PEERLESS MIDWEST, INC.  PERATING EXPENSE  OPERATING EXPENSE  HACH COMPANY  INC.  PERATING EXPENSE  OPERATING EXPENSE  HACH COMPANY  INC.  PERATING EXPENSE  OPERATING EXPENSE  HACH COMPANY  INC.  PERATING EXPENSE  PHONORMANY  INC.  PHONORMANY  INC.  PERATING EXPENSE  PHONORMANY  INC.  PERATING EXPENSE  PHONORMANY	592~556.000-740.000	OPERATING EXPENSE	CUALITY FIRST AID & SAFE	SERVICE PUR	14,765.00	
CONTRACTUAL SVCS  CONTRACTUAL SVCS  ULLDING MAINTENANCE  BUILDING MAINTENANCE  PEERLESS MIDWEST, INC.  PEERLESS MIDWEST, INC.  Total For Dept 556.000 WATH  TOTAL FOR DEPT 556.000 WA	592-556.000-801.000	PROFESSIONAL SERVICE	HUBBELL, ROTH, & CLARK.	EST ALD&FAFER SUPPLIES & GLOVES MATER DELIARDITES	93.72	
VEHICLE MAINTENANCE BUILDING BUILDING Total For Dept 556.000 WATH TOTAL FOR DEPT 556.0	592-556.000-802.000	CONTRACTUAL SVCS	DUNCAN DISPOSAL SYSTEMS		4,449.42	
BUILDING MAINTENANCE PEERLESS MIDWEST, INC.  BUILDING MAINTENANCE PEERLESS MIDWEST, INC.  Total For Dept 556.000 WAT:  Total For Dept 556.000 WAT:  TOTAL FOR DEPT 556.000 WAT:  LB OFFICE PRODUCTS OPERATING EXPENSE ANN ARBOR WELDING SUPPLY OPERATING EXPENSE ANN ARBOR WELDING SUPPLY OPERATING EXPENSE CARLSON-DIMOND & WRIGHT, INC OPERATING EXPENSE CARLSON-DIMOND & WRIGHT, OPERATING EXPENSE FISHER SCIENTIFIC FISHER SCIENTIFIC OPERATING EXPENSE FISHER SCIENTIFIC	592-556.000-863.000	VEHICLE MAINTENANCE	HINES PARK FORD, INC.	DOOR HINGES W-2	49.05	
ATER  OFFICE SUPPLIES  OFFICE PRODUCTS  LB OFFICE PRODUCTS  LB OFFICE PRODUCTS  AN ARBOR WELDING SUPPLY  OPERATING EXPENSE  HACH COMPANY  INC.	592-556.000-931.000	BUILDING MAINTENANCE		OVERHAUT, WEIT. DITMP #5	102.81	
TOTAL FOR Dept 556.000 WAT  OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OPERATING EXPENSE HACH COMPANY OPERATING EXPENSE HACH COMPANY	387-356.000-931.000	BUILDING MAINTENANCE		ANNUAL WELL & PUMP TESTING & SERVICE	3,020.00	
ATER OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE PRODUCTS LB OFFICE PRODUCTS LB OFFICE PRODUCTS ANN ARBOR WELDING SUPPLY OPERATING EXPENSE HACH COMPANY OPERATING EXPENSE HACH COMPANY			For Dept 556,000	IER		
OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE PRODUCTS ANN ARBOR WELDING SUPPLY OPERATING EXPENSE HACH COMPANY OPERATING EXPENSE HACH COMPANY	Dept 557.000 WASTEWATER				44,100.42	
OPERICE SUPPLIES OPERATING EXPENSE HACH COMPANY OPERATING EXPENSE HACH COMPANY	592~557.000-727.000		LB OFFICE PRODUCTS	OFFICE SUPPLIES	6	
OPERATING EXPENSE HACH COMPANY OPERATING EXPENSE HACH COMPANY	592-557.000-727.000 593-557.000 740.000		LB OFFICE PRODUCTS		28.82	
OPERATING EXPENSE HACH COMPANY OPERATING EXPENSE HACH COMPANY	532-557.000-740.000 593-567.000.740.000		WELDING	7.7	27 · T⊄	
OPERATING EXPENSE HACH COMPANY OPERATING EXPENSE HACH COMPANY	332-337.000-740.000 503-557.000.740.000		ANN ARBOR WELDING SUPPLY	CYLINDER RENTAL	2. Lo	
OPERATING EXPENSE CARLSON-DIMOND & WRIGHT, OPERATING EXPENSE FISHER SCIENTIFIC OPERATING EXPENSE HACH COMPANY OPERATING EXPENSE HACH COMPANY	332-337.000-740.000 592-557.000-740.000		BRIGHTON ANALYTICAL, INC	WW ANALYSIS	ას. ით იო ით	
OPERATING EXPENSE FISHER SCIENTIFIC LAB OPERATING EXPENSE HACH COMPANY LAB OPERATING EXPENSE HACH COMPANY LAB HACH COMPANY LAB	592-557 000-740.000		CARLSON-DIMOND & WRIGHT,	BLOWER BELTS & BUSHINGS	0.5.30 0.5.30 0.5.30	
OPERATING EXPENSE HACH COMPANY LAB OPERATING EXPENSE HACH COMPANY LAB HACH COMPANY LAB	592-557.000-740.000				104.78	
OPERATING EXPENSE HACH COMPANY LAB	592-557,000-740,000				138.55	
LAND TOTAL COLUMNIA TOTAL TOTA	592-557.000-740.000		HACH COMPANY		125.16	
			)		138.79	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON
POST DATES 03/14/2016 - 03/14/2016
JOURNALIZED
OPEN

9/9

Page:

		OPEN			
GL Number	Invoice Line Desc	CHECKS TO BE APPROVED 3/14/2016 Vendor Invoice	3/14/2016 Invoice Description		
Fund 592 WATER & SEWER Dept 557.000 WASTEWATER 592-557.000-740.000 592-557.000-740.000 592-557.000-740.000 592-557.000-740.000 592-557.000-740.000 592-557.000-740.000 592-557.000-740.000 592-557.000-740.000 592-557.000-740.000 592-557.000-740.000 592-557.000-970.000 592-557.000-970.000 592-557.000-970.000 592-557.000-970.000 592-557.000-977.000	OPERATING EXPENSE CONTRACTUAL SVCS CONTRACTUAL SVCS CAPITOL IMPROVEMENTS+ CAPITOL IMPROVEMENTS+ EQUIPMENT	HACH COMPANY JADE SCIENTIFIC, INC. KROPF MECHANICAL SERVICE WIRING PARAGON LABORATORIES, IN WW ANAI PETER'S TRUE VALUE HARDW FEB 201 PROFESSIONAL PUMP INC GUALITY FIRST AID & SAFE IST AID THERMO ELECTRON N.A., IL SPECTRC USA BLUE BOOK TOCKOUT BUNDSAL SYSTEMS, DUMPSTE KROPF MECHANICAL SERVICE WESTECH HECO PREDICTIVE SERVICE TROUBLE TOTAL FOR DOPT 592 WATER & SEWER	,ST Q		#
		1	a Sewer	168,940.80	

168,940.80

INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON POST DATES 03/14/2016 - 03/14/2016 JOURNALIZED

CHECKS TO BE APPROVED 3/14/2016 Vendor

Invoice Line Desc

GL Number

Amount 32,015.89 11,346.80 6,230.92 626.36 168,940.80 Fund 101 GENERAL FUND Fund 202 MAJOR STREETS Fund 203 LOCAL STREETS Fund 509 LAND ACQUISIT Fund 592 WATER & SEWER Invoice Description Fund Totals:

219,160.77

Total For All Funds:

Check #

9/9

Page:

The above checks have been approved for payment.

Lisa Deaton, City Clerk/Treasurer

John Galeas, Jr., Mayor

03/09/2016 08:58 AM User: LMosier DB: South Lyon

REVENUE REPORT FOR CITY OF SOUTH LYON

PERIOD ENDING 02/29/2016

Page: 1/1

FINANCIAL REPORT FOR FEBRUARY 2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 02/29/2016	AVAILABLE BALANCE	% BDGT
Fund Group <none></none>				- 1	- 1	- 1	USED
Fund 101 - GENERAL FUND	FUND						
Dept 000.000							
101-000.000-402.000		3 355 935 00		į			
101-000.000-423.000		)	00.056,555,5	3,414,719.62	00.0	(58,784.62)	101.75
101-000.000-444.000				641.00	77.50	279.00	69.67
101-000.000-446.000		00.000	1,500.00	00.00	00.00	1,500.00	00.00
101-000.000-451.000		30,000,00		10,522.23	00.00	19,477,77	35.07
101-000.000-452.000		5	150,000.00	43,822.75	1,425.00	106,177,25	20.00
101-000.000-453.000	ELECTRICAL PERMITS	00.0	00.0	17,235.50	67	(17, 235, 50)	100 00
101-000.000-454.000		00.0	0.00	9,676.00	213.00	(9,676,00)	100.00
101-000.000-570.000	STATE SHARE		0 (	N.	120.00	(2,070.00)	100.00
101-000.000-600.000		יי כ		320,175.20	00.00	634,034.80	33.55
101-000.000-630.000	ADMIN	4	00.00	(	00.0	(400.00)	100.00
101-000.000-634.000	_	30,000.00	30.000.00	89,3/2,39		2,674.61	97.09
101-000.000-642.000		00.0		00.010.02	1,775.00	9,385.00	68.72
101-000.000-661.000		2,500.00	20.500 00	30,234.13	תס	(36,234.15)	100.00
101-000.000-662.000		25,000.00	25,000.00	00.000	40	870	25.20
101 000 000 101		6,000.00	00 000 9	20.4.0.0 0.00000	2,405.65	4,625.48	81.50
101-000 000-664.200		0.00	,	231 05	328.18	3,794.47	36.76
101-000,000-888,000		0.00	00.0	321.60	32.78	(231.05)	100.00
101-000 000-868.200		144,000.00	144,000.00	118 318 10	79.04	ິ,	100.00
101-000 000-668 400	DEROGETTRING DEMENT DECEMBER	50,000.00	50,000,00	30,54	, u	ດ ເ	82.17
101+000 000:000 101		8,800.00	8,800.00	976	2 0 2	19,454,46	61.09
101-000 000 ±0±		20,000.00	20,000.00	` `	r	i	67.92
101-000 000-608	DONATIONS TO COLTURAL ARTS CO	ı,	1,000.00	425.00		20,000.00	$\circ$
101-000 000-698 600		125,000.00	125,000.00	108,988,23	60.00	į	42.50
	GRANI MONIESFIRE DEPT.	00.0	00.0	3,637.0	50	(3,637.00)	87.19 100.00
Total Dept 000.000		00 000	- 10				
		00.716,986,4	4,996,912.00	4,257,137.22	76,467.74	739,774.78	85.20
Fund 101 - GENERAL F	FUND:						
							1
TOTAL REVENUES		4,996,912.00	4,996,912.00	4,257,137.22	76,467.74	739,774.78	85.20
Fund Group <none>.</none>			ļ				
TOTAL REVENUES							
		4,996,912.00	4,996,912.00	4,257,137.22	76,467.74	739,774.78	85.20

### 03/09/2016 09:09 AM User: LMosier DB: South Lyon

## EXPENDITURE REPORT FOR CITY OF SOUTH LYON

Page: 1/1

PERIOD ENDING 02/29/2016

9
$\overline{}$
C
,
Δ
17
DITAB
a
η H
Ĺ
FOR FOR
E
ш
_
REPORT
R POR
Ā
1
Ω
7
ALCI
Ċ
ž
FINANCIAL
ZZZ
Ļ
ì.

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 02/29/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund Group <none> Fund 101 - GENERAL FUND 200.000-ADMINISTRATION 276.000-CEMETERY 295.000-SENIOR TRANSPORT 300.000-POLICE 335.000-FIRE 346.000-AMBULANCE 440.000-DEPT. OF PUBLIC 1690.000-PARKS AND RECREAT 732.000-HISTORICAL DEPOT 800.000-CABLE COMMISSION 802.000-CULTURAL ARTS</none>	decoup <pre>Caroup </pre> nd 101 - GENERAL FUND 200.000-ADMINISTRATION 295.000-CEMETERY 300.000-POLICE 346.000-POLICE 346.000-PORT. OF PUBLIC WORKS 690.000-PARKS AND RECREATION 732.000-HISTORICAL DEPOT 800.000-CABLE COMMISSION 802.000-CULTURAL ARTS	1,268,692.00 91,125.00 72,480.00 2,451,146.00 998,090.00 2,075.00 129,785.00 30,275.00 30,275.00 1,750.00	1,268,692.00 91,125.00 72,480.00 2,451,146.00 998,090.00 2,075.00 129,785.00 30,275.00 1,750.00	835,802.04 59,261.14 30,200.00 1,546,017.78 605,686.29 582.47 530,801.51 81,768.86 14,683.46 14,683.46	88,667.90 1,050.77 6,040.00 172,488.42 54,357.13 263.91 62,376.11 8,963.29 1,771.90 0.00	432,889.96 31,863.86 42,280.00 905,128.22 392,403.71 1,492.53 275,923.49 48,016.14 15,591.54 5,000.00	65.88 65.03 41.67 63.07 65.80 65.80 63.00 48.50 0.00 28.40
Fund 101 - GENERAL FUND: TOTAL EXPENDITURES	RAL FUND: S	5,857,143.00	5,857,143.00	3,705,300.51	395, 979.43	2,151,842.49	63.26
Find Group < None>.							
TOTAL EXPENDITURES	. "	5,857,143.00	5,857,143.00	3,705,300.51	395,979.43	2,151,842.49	63.26

03/09/2016 09:04 AM User: LMosier DB: South Lyon

EXPENDITURE REPORT FOR CITY OF SOUTH LYON

Page: 1/1

### PERIOD ENDING 02/29/2016

FINANCIAL REPORT FOR FEBRUARY 2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 02/29/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund Group <none> Fund 202 - MAJOR STREE 212.000-ACCOUNTANT 451.000 463.000-STREET-ROUTI 474.000-TRAFFIC SERV 479.000-SNOW PLOWING 479.000-TRANSFER BET 491.000-STORM SEWER</none>	Group <none> nd 202 - MAJOR STREETS 212.000-ACCOUNTANT 451.000 463.000-TRAFFIC SERVICES 478.000-TRAFFIC SERVICES 478.000-SNOW REMOVAL 479.000-SNOW REMOVAL 485.000-TRANSFER BETWEEN FUNDS 491.000-STORM SEWER</none>	3,500.00 200,000.00 145,560.00 12,400.00 85,550.00 3,700.00 146,113.00 7,350.00	3,500.00 200,000.00 145,560.00 12,400.00 85,550.00 3,700.00 7,350.00	4,080.00 134.62 104,299.53 7,696.91 37,830.25 766.46 7,128.26	0.00 0.00 5,430.17 919.25 12,445.81 0.00 149.09	(580.00) 199,865.38 41,260.47 4,703.09 47,719.75 2,933.54 146,113.00	116.57 0.07 71.65 62.07 44.22 20.72 0.00
Fund 202 - MAJOR STREETS:	R STREETS:						
TOTAL EXPENDITURES	Ø	604,173.00	604,173.00	161,936.03	18,944.32	442,236.97	26.80
Fund 203 - LOCAL STREETS 212.000-ACCOUNTANT 451.000 463.000-STREET-ROUTINE M 474.000-TRAFFIC SERVICES 478.000-STORM SEWER	nd 203 - LOCAL STREETS 212.000-ACCOUNTANT 451.000 463.000-STREET-ROUTINE MAINT. 474.000-TRAFFIC SERVICES 478.000-SNOW PLOWING	3,500.00 100,000.00 135,045.00 6,600.00 73,750.00 13,600.00	3,500.00 100,000.00 135,045.00 6,600.00 73,750.00 13,600.00	4,080.00 762.92 87,508.16 3,740.56 28,091.74 11,463.05	0.00 0.00 0.477.34 677.12 9,721.37	(580.00) 99,237.08 47,536.84 2,859.44 45,658.26 2,136.95	116.57 0.76 64.80 56.68 38.09 84.29
Fund 203 - LOCAI	- LOCAL STREETS:				:		
TOTAL EXPENDITURES	ν	332,495.00	332,495.00	135,646.43	16,025.08	196,848.57	40.80
Fund Group <none>:</none>							
TOTAL EXPENDITURES	W	936,668.00	936,668.00	297,582.46	34,969.40	639,085.54	40.80
TOTAL EXPENDITURES - ALL FUNDS	s - ALL FUNDS	936,668.00	936,668.00	297,582.46	34,969.40	639,085.54	31.77

### 03/09/2016 09:06 AM User: LMosier DB: South Lyon

## EXPENDITURE REPORT FOR CITY OF SOUTH LYON

Page: 1/1

### PERIOD ENDING 02/29/2016

	olo	
	AVAILABLE BALANCE NORM (ABNORM)	
	YTD BALANCE ACTIVITY FOR 02/29/2016 MONTH 02/29/2016 DRM (ABNORM)	
	YTD BALANCE 02/29/2016 NORM (ABNORM)	
FEBRUARY 2016	2015-16 AMENDED BUDGET	
FINANCIAL REPORT FOR FEBRUARY 2016	2015-16 ORIGINAL BUDGET	
	DESCRIPTION	
	GL NUMBER	

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	02/29/2016 NORM (ABNORM)	02/29/2016 MONTH 02/29/2016 M (ABNORM) INCR (DECR)	BALANCE NORM (ABNORM)	% BDGT USED
Fund Group <none> Fund 592 - WATER &amp; SEWER 452.000 540.000-WATER / REPAIR 555.000 556.000-WATER 557.000-WATER</none>	6 SEWER / REPAIR / REPAIR ATER	158,100.00 145,500.00 490,000.00 1,031,060.00	0.00 158,100.00 145,500.00 490,000.00 1,031,060.00	905.95 63,909.46 77,593.40 334,045.24 823,536.06 798,099.29	3,972.63 12,627.13 41,812.17 197,657.34	(905.95) 94,190.54 67,906.60 155,954.76 207,523.94 745,167.71	100.00 40.42 53.33 68.17 79.87 51.71
Fund 592 - WATER & SEWER: TOTAL EXPENDITURES	& SEWER:	3,367,927.00	3,367,927.00	2,098,089.40	358,649.95	1,269,837.60	62.30
Fund Group <none>: TOTAL EXPENDITURES</none>		3,367,927.00	3,367,927.00	2,098,089.40	358, 649.95	1,269,837.60	62.30

### **AGENDA NOTE**

Old Business: Item #

MEETING DATE: March 14, 2016

**PERSON PLACING ITEM ON AGENDA:** City Manager

AGENDA TOPIC: Consider renewal of lease agreement with SLARA for two year term

**EXPLANATION OF TOPIC:** The South Lyon Area Recreation Authority has historically leased the building located at 318 W Lake St from the City of South Lyon for a two year term. The lease agreement requires that they notify the City 120 days in advance of their intent to continue to lease the property which they did on November 17, 2015. The basic terms of the lease include an increase of 2% in the lease rate which would bring the annual amount of this two year agreement to \$9,144.36 paid in 12 equal monthly installments. Councilwoman Kurtzweil had expressed concerns about the lease as written but has since retracted her objections.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Copy of the lease renewal agreement, copy of attorney review letter, copy of email from SLARA director seeking new rental agreement.

**POSSIBLE COURSES OF ACTION:** Authorize the renewal of the lease agreement between the City of South Lyon and the South Lyon Area Recreation Authority for the property at 318 W Lake St for a two year term. Renegotiate the lease agreement with different terms. Choose not to renew the lease.

**RECOMMENDATION:** Authorize the renewal of the lease agreement between the City of South Lyon and the South Lyon Area Recreation Authority for the property at 318 W Lake St for a two year term.

<b>SUGGESTED MOTION</b> : Motion by _	, supported by
to Authorize the re	newal of the lease agreement between the City
of South Lyon and the South Lyon Area I	Recreation Authority for the property at 318 W
Lake St for a two year term and authorize	



### JOHNSON ROSATI SCHULTZ JOPPICH PC

27555 Executive Drive Suite 250 ~ Farmington Hills, Michigan 48331 Phone: 248.489.4100 | Fax: 248.489.1726

Timothy S. Wilhelm twilhelm@jrsjlaw.com

www.jrsjlaw.com

November 18, 2015

### PERSONAL AND CONFIDENTIAL ATTORNEY CLIENT PRIVILEGE

Mayor John Galeas and City Council City of South Lyon 335 S. Warren Street South Lyon, MI 48178

RE:

SLARA Lease Agreement for 318 W. Lake Street

Dear Mayor Galeas and Council Members:

I have reviewed the proposed renewal of the Lease Agreement between the City of South Lyon and South Lyon Area Recreational Authority (SLARA) for the property and building located at 318 West Lake Street. The City Council last approved the lease for this property in February 2014, but the term of the current lease commenced on July 1, 2014 and ends June 20, 2016. SLARA has requested a renewal of the lease for another two-year term pursuant to paragraph 3 of the current Lease Agreement. Under the Lease Agreement, SLARA's request to renew is timely, and I am not aware that SLARA is in default. Under Paragraph 3 of the Lease Agreement, if SLARA elects to renew the lease, monthly rent increases 2% from \$8,965.08 per year to \$9,144.36 per year, payable in 12 equal monthly installments.

Aside from revisions to the term and the amount of rent to reflect the details relating to the renewal, there are no other changes to the Lease Agreement, and I have no objections to the form of the lease renewal.

If you have any questions or concerns regarding the foregoing, please do not hesitate to contact me.

Very truly yours,

JOHNSON, ROSATI, SCHULTZ & JOPPICH, P.C.

Timothy S. Wilhelm

TSW/am

cc: Lynne Ladner, City Manager

### Lynne Ladner

From:

margaret kurtzweil <madisoncrest@hotmail.com>

Sent:

Wednesday, February 24, 2016 4:50 PM

To:

Lynne Ladner

Subject:

Lease

### Lynne

Thank you for returning my call this afternoon. Please withdraw my objections to the SLARA lease as originally discussed at a prior city council meeting. Whatever lease Tim is able to draft that he feels has the support of all the participating communities is OK with me.

### Thanks Maggie

Maggie (Margaret) J. Kurtzweil Madison Crest Business Law, PLLC P. O. Box 177 South Lyon, MI 48178 586.942.6927

### **LEASE AGREEMENT**

This Lease Agreement ("Lease") is entered into on this day of,
2016, by and between the CITY OF SOUTH LYON, a Michigan municipal corporation, 335 S.
Warren Street, South Lyon, Michigan 48178 ("Landlord"), and the SOUTH LYON AREA
RECREATION AUTHORITY, a Michigan municipal corporation, 318 W. Lake Street, South Lyon,
Michigan 48178 ("Tenant").

### RECITALS

- A. Landlord is the owner of land and improvements commonly known and numbered as 318 W. Lake Street, South Lyon, Michigan 48178 (the "Premises").
- B. Landlord desires to lease the Premises to Tenant, and Tenant desires to lease the Premises from Landlord for the term, at the rental and upon the covenants, conditions and provisions herein set forth.

THEREFORE, in consideration of the mutual promises herein, contained and other good and valuable consideration, it is agreed:

- 1. <u>Description of the Premises</u>. The Premises is located at 318 W. Lake Street and includes the buildings and improvements located thereon including the parking lot, and the Premises is formerly known as the South Lyon Library Building.
- 2. <u>Term</u>. The term of the Lease shall be two (2) years, commencing July 1, 2016 and ending June 30, 2018.
- 3. <u>Renewal</u>. If the Tenant is not in default under this Lease, the Tenant may, at its option, renew the Lease for single two (2) year term. Tenant shall exercise such renewal option by giving written notice to Landlord at least one hundred twenty days (120) before the expiration of the term of the Lease. If Tenant elects to renew the Lease, monthly rent shall increase two percent (2%).
- 4. Rent. For and during the initial term of the Lease, Tenant shall pay to Landlord annual rent of \$9144.36 per year. The annual rent shall be payable in advance in equal monthly installments of \$762.03 per month. The monthly payment shall be due and payable on the first day of each calendar month at the following address 335 S. Warren Street, South Lyon, Michigan 48178 or at such other place designated by written notice from Landlord. Any rent payment not made by the fifth day of the month shall be considered overdue and in addition to Landlord's other remedies, Landlord may levy a late payment charge of \$25.00 per month on any overdue amount.
- 5. <u>Use of Premises</u>. The Premises are to be used and occupied exclusively by Tenant for its general office use and for no other purpose without the prior written consent of Landlord. No activity shall be conducted on the Premises that does not comply with applicable local, state and federal laws, ordinances, and regulations. Tenant shall neither use nor occupy the Premises, or any part of it, for any unlawful, disreputable, or ultrahazardous activity and shall take action to halt such activity.

- 6. <u>Condition of Premises</u>. Tenant has inspected the Premises, finds them in good order and repair, acceptable for Tenant's intended use, and accepts the Premises as is.
- 7. <u>Quiet Enjoyment</u>. The Landlord covenants that as long as the Tenant pays the rent and complies with the other provisions of the Lease, the Tenant may quietly enjoy the Premises for the full term of this Lease.
- 8. <u>Right of Entry</u>. Landlord shall have the right to enter upon the Premises at reasonable hours to inspect the same and for purposes of maintaining and repairing the Premises, provided Landlord shall not thereby unreasonably interfere with Tenant's business.
- 9. <u>Utilities</u>. Unless otherwise expressly agreed in writing by Landlord, all utilities, including, but not limited to, gas, electric, water, sewer, heat, telephone, internet) shall be paid by the Tenant.
- 10. <u>Maintenance and Repairs</u>. Unless otherwise agreed to in writing and signed by the parties, Landlord shall be responsible for general building maintenance and repairs which are unrelated to Tenant's use of the Premises, such as general building maintenance (doors, windows, etc), fire extinguisher maintenance, pest control, lighting, lawn, snow removal, but Tenant shall be responsible, at its own cost and expense, for all other maintenance and repairs to the Premises. Tenant shall also use all reasonable care and precautions to prevent waste, damage or injury to the Premises.
- 11. <u>Alterations, Additions and Improvements</u>. No portion of the Premises, building or other improvements located thereon shall be altered, improved, or demolished without the prior written consent of the Landlord.
- 12. <u>Surrender of Premises</u>. Tenant shall surrender the Premises to Landlord at the expiration of the term of this Lease broom clean and in the same condition as at the commencement of the Lease, excepting normal wear and tear and except that all improvements made to the Premises by Landlord and/or Tenant shall become the property of Landlord at no expense to Landlord.
- Holding Over. If Tenant remains in possession of the Premises after the 13. termination of the term of the Lease with the consent of the Landlord, it will occupy the Premises as a holdover tenant on a month-to-month basis. Landlord may withhold its consent to holdover in its sole discretion. If Landlord consents to the holdover, Tenant is subject to all the covenants of this Lease to the extent they can be applied to a month-to-month tenancy, except that the Monthly Rent for each month of the holdover will be 150% of the monthly rent installment amount payable during the last month of the term. This covenant does not preclude Landlord from recovering damages if Tenant fails to timely deliver possession of the Premises after termination of the holdover, nor does it establish any right to extend or renew the term. If Tenant holds over after the expiration of the term without Landlord's consent, Tenant is liable for all damages resulting from the holdover. It is expressly within the contemplation of the parties that such damages may include: a) the reasonable rental value of the Premises; b) any damages arising from the loss of any sale or lease of the Premises; c) any lost profits incurred by Landlord; and d) any treble, double, or statutory damages allowed under law.

### Lynne Ladner

Jason Nezich < jknezich@yahoo.com> From: Sunday, March 06, 2016 11:56 AM

Sent:

Mike Olando; Erica Wilson; Alex Clark; Denise Semion; DIANNE BEAGLE; Rick Neely To:

Lynne Ladner; Amy Allen Cc: Recreation Commission Subject:

### Hello everyone,

I hope this email finds you all doing well. Over the last few months I have been having trouble with finding the necessary time to commit to the commission. As all of you know life gets pretty busy, and when I inquired about being on the commission I felt that I had time to commit to it. My life has gotten quite busy since the first of the year and I feel that I cannot give the necessary time to you, and the Rec department. With stating this, I am with drawing from the commission. Maybe in the future I could be of assistance if needed. Thank you again for your time and good luck with the commission going forward.

Sincerely, Jason Nezich



### **CARE House of Oakland County**

Crain's Detroit Best Managed Non Profit

March 2, 2016

44765 Woodward Avenue Pontiac, Michigan 48341

Ms. Lisa Deaton, City Clerk/Treasurer City of South Lyon 335 South Warren South Lyon, MI 48178

Office: (248) 332-7173 CARE House: (248) 333-0999 Fax: (248) 333-1539 www.carehouse.org

Dear Lisa:

Board of Trustees

Kathleen Trott Prosident

Carol Curtis Vice President

> Lisa Payne Treasurer

Brier Neel
Secretary

Denise Abrash Diane K. Bert, PhD Alicia Boler-Davis Nikki Braddock Vicki Celani Kareem George Vincent Giovanni Elise Guidos Susan Ivonovic, MD Capt. Michael Johnson Donald R. Kegley, Jr. Lisa MacDonald Pamela Mannion Tracy Muscat Murry Pierce Mike Pieroni Maryclare Pulte Javier Sauceda Amber Stack Dr. Michael Stafford Brian Wolfe

I am writing on behalf of CARE House of Oakland County to ask the City of South Lyon to join other Oakland County municipalities to declare April to be Child Abuse Prevention Awareness Month. This is an excellent opportunity for your municipality to demonstrate its support in ending child abuse and to support the numerous victims who are among us.

We would be honored if you would sponsor an official proclamation which would recognize the month of April as a way of educating the public on the seriousness of violence against our children. CARE House of Oakland County, as you may know, has been working tirelessly to end this crime through our prevention, intervention, and therapy programs for child victims and their families. On March 30 at 6:00 p.m., we are hosting the planting of a pin wheel garden at the Oakland County Court House as part of our effort to bring awareness to the accomplishments that have been made and the work that still needs to be done. We hope you or an official representative will join us. If you are unable to attend, we ask that your proclamation be read to your supporters at your municipality's April meeting. We would also be pleased to attend to share information and answer questions. A sample proclamation and information on the pin wheel garden ceremony are attached.

If you have any questions, please give me a call. Thank you for consideration of this special request that impacts all of our children.

Sincerely,

Patricia R. Rosen Executive Director

Patricia Rosen Executive Director

### CHILD ABUSE PREVENTION AND AWARENESS MONTH

WHEREAS, abuse and neglect are suffered by children in our communities, regardless of age, race, gender, or economic situation; WHEREAS, one in four girls and one in six boys will be sexually abused before the age of 18; WHEREAS, this reported maltreatment is only a portion of the overall problem threatening our children, for so many cases go unreported, and today's technology has brought with it a new and dangerous form of child endangerment, the online predator; the devastating consequences of physical and emotional abuse of our children WHEREAS, affects the community as a whole and finding solutions needs to be attended to by the community as a whole; WHEREAS, the State of Michigan has mandatory reporting by professionals working with children of any suspected abuse and neglect incidences—a major step—but more is needed in the community; CARE House of Oakland County works to break the cycle of child abuse and WHEREAS, neglect; provides a protective circle of light and hope for a better life; and advocates for the safety and protection of children; WHEREAS. CARE House of Oakland County partners with community organizations and agencies to offer programs and services aimed at preventing child abuse and neglect, knowing that effective programs succeed because of the involvement and partnerships created among schools, social service agencies, religious and clvic organizations, the business community, and law enforcement agencies;

Children deserve to grow and thrive in an environment that nurtures and keeps them safe. Therefore, I, (Name), (Title), do hereby proclaim April as Child Abuse Prevention and Awareness Month in the (City, etc.) of (Name), Michigan. I call upon all citizens, community agencies, organizations, and businesses to increase their participation in our efforts to prevent the abuse of our children, thereby strengthening and protecting the community in which we live.

In Witness Whereof, I have hereunto set my hand and caused the seal of the (City, etc.) of (Name) to be affixed this day of April, 2016.

Name, Title

### **AGENDA NOTE**

MEETING DATE: March 14, 2016

PERSON PLACING ITEM ON AGENDA:

City Attorney/Planning Department

AGENDA TOPIC:

Resolution asserting right of City Council to approve or reject Master Plan

### **EXPLANATION OF TOPIC:**

Section 43(3) of the Michigan Planning Enabling Act, MCL 125.3843, provides that "approval of the proposed master plan by the planning commission under subsection (2) is the final step for adoption of the master plan, unless the legislative body by resolution has asserted the right to approve or reject the master plan.

### MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

Proposed Resolution

Section 43 of the Michigan Planning Enabling Act

POSSIBLE COURSES OF ACTION:

approve/deny/postpone/table

RECOMMENDATION:

approve the resolution

**SUGGESTED MOTION:** Motion to approve the resolution asserting right of City Council to approve or reject Master Plan as provided for in Section 43(3) of the Michigan Planning Enabling Act.

#### RESOLUTION NO. \_\_\_\_-16

## CITY OF SOUTH LYON OAKLAND COUNTY, MICHIGAN

## RESOLUTION ASSERTING RIGHT OF CITY COUNCIL TO APPROVE OR REJECT MASTER PLAN

WHEREAS, the City of South Lyon ("City") has a duly constituted Planning Commission, pursuant to the provisions of the Public Act 33 of 2008, MCL 125.3801 *et seq.*, known as the Michigan Planning Enabling Act ("Act"); and

WHEREAS, the City is in the process of developing a Master Plan to serve as the City's official guide for current and future land use and development, including but not limited to physical improvement, transportation and circulations, community facilities, infrastructure, environmental features and open space; and

WHEREAS, it is the policy of City Council to ensure that the Master Plan provides a foundation for decision-making that is based on community consensus, community vision, and an understanding of existing conditions and future potentials; and

WHEREAS, Public Act 33 of 2008 sets forth the approval requirements for master plans adopted by a local planning commission; and

Wi-HEREAS, Sections 43(3) and (4) of the Act provides that a legislative body, such as a city council, may assert the right to approve or reject a proposed master plan by resolution, whereupon master plan approval by a planning commission must be further approved or rejected by a legislative body such as a city council; and

WHEREAS, City Council for the City of South Lyon wishes to reserve the right to approve or reject any Master Plan, or amendments or revisions thereto, proposed or approved by the Planning Commission in accordance with the procedures set out in Section 43 of the Act, MCL 125.3843.

The City Council of the City of South Lyon hereby resolves that:

1. The City Council of the City of South Lyon, pursuant to Section 43(3) of the
Michigan Planning Enabling Act, MCL 125.3843, asserts the right to approve or reject any
proposed Master Plan, proposed revised Master Plan or future proposed versions or
amendments of or to the Master Plan for the City of South Lyon, Michigan approved by the
Planning Commission at any time after the date of this Resolution, which shall be approved or
rejected in accordance with the procedures set out in Section 43 of the Michigan Planning
Enabling Act.

At Council	a regular Member	meeting	 	of South , the abov	sup	porte	d by	was made cil Mem	•
Motion by			 •						

## MICHIGAN PLANNING ENABLING ACT (EXCERPT) Act 33 of 2008

125.3843 Proposed master plan; public hearing; notice; approval by resolution of planning commission; statement; submission of copy of master plan to legislative body; approval or rejection by legislative body; procedures; submission of adopted master plan to certain entities.

- Sec. 43. (1) Before approving a proposed master plan, a planning commission shall hold not less than 1 public hearing on the proposed master plan. The hearing shall be held after the expiration of the deadline for comment under section 41(3). The planning commission shall give notice of the time and place of the public hearing not less than 15 days before the hearing by publication in a newspaper of general circulation within the local unit of government. The planning commission shall also submit notice of the public hearing in the manner provided in section 39(3) to each entity described in section 39(2). This notice may accompany the proposed master plan submitted under section 41.
- (2) The approval of the proposed master plan shall be by resolution of the planning commission carried by the affirmative votes of not less than 2/3 of the members of a city or village planning commission or not less than a majority of the members of a township or county planning commission. The resolution shall refer expressly to the maps and descriptive and other matter intended by the planning commission to form the master plan. A statement recording the planning commission's approval of the master plan, signed by the chairperson or secretary of the planning commission, shall be included on the inside of the front or back cover of the master plan and, if the future land use map is a separate document from the text of the master plan, on the future land use map. Following approval of the proposed master plan by the planning commission, the secretary of the planning commission shall submit a copy of the master plan to the legislative body.
- (3) Approval of the proposed master plan by the planning commission under subsection (2) is the final step for adoption of the master plan, unless the legislative body by resolution has asserted the right to approve or reject the master plan. In that case, after approval of the proposed master plan by the planning commission, the legislative body shall approve or reject the proposed master plan. A statement recording the legislative body's approval of the master plan, signed by the clerk of the legislative body, shall be included on the inside of the front or back cover of the master plan and, if the future land use map is a separate document from the text of the master plan, on the future land use map.
- (4) If the legislative body rejects the proposed master plan, the legislative body shall submit to the planning commission a statement of its objections to the proposed master plan. The planning commission shall consider the legislative body's objections and revise the proposed master plan so as to address those objections. The procedures provided in subsections (1) to (3) and this subsection shall be repeated until the legislative body approves the proposed master plan.
- (5) Upon final adoption of the master plan, the secretary of the planning commission shall submit, in the manner provided in section 39(3), copies of the adopted master plan to the same entities to which copies of the proposed master plan were required to be submitted under section 41(2).

History: 2008, Act 33, Eff. Sept. 1, 2008.

## AGENDA NOTE

MEETING DATE: March 14, 2016

PERSON PLACING ITEM ON AGENDA: Per Council comments, City Attorney

**AGENDA TOPIC:** First reading of Ordinance to amend the South Lyon Code of Ordinances to amend and add provisions regulating tobacco products, vapor products and alternative nicotine delivery products.

#### **EXPLANATION OF TOPIC:**

There is currently no federal or Michigan regulations prohibiting the sale of e-cigarettes, vapor products, and alternative nicotine delivery products to minors.

This ordinance is intended to add provisions to the Code of Ordinances to prohibit minors from possessing, using and purchasing tobacco products, vapor products and alternative nicotine delivery products. It also prohibits the sale and furnishing of tobacco products, vapor products and alternative nicotine delivery products to minors.

A general summary of the sections to be added is as follows:

Section 58-271 Purpose and findings

Section 58-272 Definitions

Section 58-273 Prohibited conduct

- Subsection (a) generally lists the prohibited conduct.
- Subsection (b) provides for penalties. Penalty for violation is misdemeanor punishable by fine of
  not more than \$50 (See Youth Tobacco Act, Public Act 31 of 1915), MCL 722.641(1). But, the
  ordinance does provide for alternative penalties based on specific conditions which are consistent
  with the Youth Tobacco Act.
- Subsection (c) provides for exemptions from the general prohibited conduct.
- Subsection (d) provides for another specific exemption relating to the handling and transporting
  of tobacco products, vapor products and alternative nicotine delivery products by a minor in the
  course of employment
- Subsection (e) provides that nothing in this section prohibits a person from being charged, convicted or sentenced for a violation of subsection (a).
- Subsection (f) provides that this section does not interfere with a parent's rights to raise their child within the bounds of their own private property.

#### Section 58-274 Furnishing to minors

- Subsection (a) provides that the sale and furnishing of tobacco products, vapor products and alternative nicotine delivery products to a minor is prohibited and that a violation is a misdemeanor punishable by a fine of not more than \$50.00.
- Subsection (b) requires specific point of sale signage for tobacco products, vapor products and alternative nicotine delivery products. This is consistent with the Youth Tobacco Act.
- Subsections (c) and (d) also address signage requirements for the sale of tobacco products, vapor products and alternative nicotine delivery products.
- Subsection (e) provides for an affirmative defense to a violation of the prohibition on selling or furnishing tobacco products, vapor products and alternative nicotine delivery products to a minor.
- Subsection (f) requires that the prosecuting attorney provide notice of evidence to rebut an affirmative defense.
- Subsection (g) provides an exemption relating to the handling and transporting of tobacco products, vapor products and alternative nicotine delivery products by a minor in the course of employment.
- Subsection (h) sets out identification verification procedures and requirements for the sale of tobacco products, vapor products and alternative nicotine delivery products.

This ordinance will repeal the current Section 58-217 pertaining to tobacco products.

#### MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Proposed Ordinance Amendment adding Section 58-271 through 58-280.
- Current South Lyon Section 58-217
- Youth Tobacco Act, 722.641 et seq.
- Michigan Senate Bill 231 and legislative analysis summary
- What You Should Know About Electronic Cigarettes (E-Cigarettes), prepared by Michigan Department of Health and Human Services, Division of Chronic Disease and Injury Control, Tobacco Section.

POSSIBLE COURSES OF ACTION: approve/deny/postpone/table first reading of proposed ordinance amendment

**RECOMMENDATION:** Approve the first reading of the ordinance amendment

**SUGGESTED MOTION:** Motion to approve the first reading of the ordinance to add Sections 58-271 through 58-274 to add provisions regulating the possession, use and sale of tobacco products, vapor products and alternative nicotine delivery products specifically as to minors.

#### ORDINANCE NO. \_\_\_-16

## CITY OF SOUTH LYON OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE CITY OF SOUTH LYON CODE OF ORDINANCES, CHAPTER 58 - OFFENSES AND MISCELLANEOUS PROVISIONS, TO ADD ARTICLE V - OFFENSES INVOLVING MINORS, TO ADD DIVISION 3 - TOBACCO PRODUCTS, VAPOR PRODUCTS AND ALTERNATIVE NICOTINE DELIVERY PRODUCTS, SECTIONS 58-271 THROUGH 58-280, TO PROTECT THE HEALTH, SAFETY AND WELFARE OF THE PEOPLE OF THE CITY OF SOUTH LYON, OAKLAND COUNTY BY PROHIBITING MINORS FROM POSSESSING AND USING TOBACCO PRODUCTS, VAPOR PRODUCTS AND ALTERNATIVE NICOTINE DELIVERY PRODUCTS AND PROHIBITING THE SALE AND FURNISHING OF TOBACCO PRODUCTS, VAPOR PRODUCTS AND ALTERNATIVE NICOTINE DELIVERY PRODUCTS BY MINORS.

#### THE CITY OF SOUTH LYON ORDAINS:

PART I. Amendment to Chapter 58 - Offenses and Miscellaneous Provisions, Article V - Offenses Involving Minors, by Adding Division 3 - Tobacco Products, Vapor Products and Alternative Nicotine Delivery Products, Sections 58-271 through 58-460. Chapter 58 - Offenses and Miscellaneous Provisions, Article V - Offense Involving Minors, of the City of South Lyon Code of Ordinances is hereby amended to add Division 3 - Tobacco Products, Vapor Products and Alternative Nicotine Delivery Products, to read as follows:

#### **ARTICLE V. - OFFENSES INVOLVING MINORS**

DIVISION 3. - TOBACCO PRODUCTS, VAPOR PRODUCTS AND ALTERNATIVE NICOTINE DELIVERY PRODUCTS

#### Sec. 58-271. - Purpose and findings.

The purpose of this division is to protect the public health, safety and welfare of the property and persons in the city by prohibiting persons under eighteen (18) years of age from possessing tobacco products, vapor products, and alternative nicotine delivery products, and prohibiting the sale and furnishing of tobacco products, vapor products, and alternative nicotine delivery products to persons under eighteen (18) years of age.

Persons under age eighteen (18) are prohibited by law from purchasing or possessing cigarettes and other tobacco products, and retailers are prohibited from selling them to minors. There are new tobacco-less products, however, commonly referred to as "electronic cigarettes," "e-cigarettes," "e-cigarillos," "e-pipes," "e-hookahs," or "electronic nicotine delivery systems," which allow the user to simulate cigarette smoking and ingest nicotine. These products may be purchased by minors and are being marketed without age restrictions or health warnings and come in different flavors that appeal to young people.

E-cigarettes, and similar vapor and alternative nicotine delivery devices and products, are a relatively new nicotine delivery system. While devices vary in their appearance and specific method of operation, they have a few basic elements in common. A solution of water, dissolved nicotine, and other ingredients (usually flavoring) is heated with a heating element (usually battery-powered). This vaporizes the nicotine solution, which passes into a mouthpiece and is inhaled in a manner similar to cigarette smoking. Often, glycerol or propylene glycol is added to the solution to give the appearance of smoke when the solution is vaporized. The concentration of nicotine contained in the solution can be customized by the retailer to the buyer's specifications, and many manufacturers make nicotine-free solutions.

The production and distribution of e-cigarettes and vapor products is not currently regulated by federal or state authorities, and the U.S. Food and Drug Administration has not completed testing of these products. But, initial studies by the FDA have determined that e-cigarettes can increase nicotine addiction among young people and contain chemical ingredients known to be harmful, which may expose users and the public to potential health risks.

The use of e-cigarettes, vapor products and similar alternative nicotine delivery products has increased significantly in recent years, as evidenced by the fact that:

- Between 2011 and 2012 the percentage of all youth in grades 6 to 12 who had tried electronic smoking devices doubled;
- 6.8% of all youth in grades 6 and 12 report trying electronic smoking devices;
- 10% of high school students have tried electronic smoking devices;
- 9.3% of youth who have used electronic smoking devices have never smoked conventional cigarettes; and
- Between 2010 and 2011, rates of both awareness and use of unregulated electronic smoking devices by adults also increased significantly.

Existing studies on electronic smoking devices' vapor emissions and cartridge contents have found a number of dangerous substances including:

- Chemicals known to cause cancer such as formaldehyde, acetaldehyde, lead, nickel and chromium;
- PM2.5, acrolein, tin, toluene, and aluminum, which are associated with a range of negative health effects such as skin, eye and respiratory irritation, neurological effects, damage to reproductive systems, and even premature death from heart attacks and stroke;
- Inconsistent labeling of nicotine levels in electronic smoking device products; and
- In one instance, diethylene glycol, an ingredient used in antifreeze and toxic to humans.

Several studies have concluded that exposure to vapor from electronic smoking devices may cause passive or secondhand vaping.

Some cartridges used by electronic smoking devices can be refilled with liquid nicotine solution, creating the potential for exposure to dangerous concentrations of nicotine, and as a result:

- In one instance, diethylene glycol, an ingredient used in antifreeze and toxic to humans;
- Poisonings from electronic smoking devices have increased dramatically in the last three and one-half (3½) years from "one (1) [a month] in September 2010 to two hundred fifteen (215) a month in February 2014;"

 Analysis of reports of poisonings from electronic smoking devices finds that calls reporting exposure to electronic smoking devices are much more likely to involve adverse health effects when compared to calls reporting exposure to conventional cigarettes.

Clinical studies about the safety and efficacy of these products have not been submitted to the FDA for the over four hundred (400) brands of electronic smoking devices that are on the market and for this reason, consumers currently have no way of knowing:

- Whether electronic smoking devices are safe;
- What types or concentrations of potentially harmful chemicals the products contain; and
- What dose of nicotine the products deliver.

The World Health Organization has strongly advised consumers against the use of electronic smoking devices until they are "deemed safe and effective and of acceptable quality by a competent national regulatory body."

The World Medical Association has determined that electronic smoking devices "are not comparable to scientifically-proven methods of smoking cessation" and that "neither their value as therapeutic aids for smoking cessation, nor their safety as cigarette replacements is established."

A study published in the Journal of Environmental and Public Health suggests that electronic smoking devices "may have the capacity to 're-normalize' tobacco use in a demographic that has had significant denormalization of tobacco use previously."

Electronic smoking devices often mimic conventional tobacco products in shape, size and color, with the user exhaling a smoke-like vapor similar in appearance to the exhaled smoke from cigarettes and other conventional tobacco products.

The use of electronic smoking devices in smoke-free locations threatens to undermine compliance with smoking regulations and reverse the progress that has been made in establishing a social norm that smoking is not permitted in public places and places of employment.

In September of 2013, forty (40) state attorneys general (including Michigan's) signed a letter to the Commissioner of the United States Food and Drug Administration, outlining their concerns with e-cigarettes and requesting the implementation of regulations that would address the advertising, ingredients, and sale to minors of e-cigarettes at the federal level.

It is the intent of the city council, in enacting the ordinance codified in this division, to provide for the public health, safety and welfare by facilitating uniform and consistent enforcement of smoke-free air laws; by reducing the potential for re-normalizing smoking in public places and places of employment; by reducing the potential for children to associate the use of electronic smoking devices with a normative or healthy lifestyle; and by prohibiting the sale or distribution of electronic smoking devices, vapor products, and alternative nicotine delivery products to minors.

Therefore, the South Lyon City Council determines that prohibiting the sale, giving, or furnishing of e-cigarettes and vapor products to minors and prohibiting the purchase, possession, or use of e-cigarettes and vapor products by minors is in the city's best interests

and will promote public health, safety and welfare. For purposes of this division, the city is adopting the terms "vapor product" and "alternative nicotine delivery product" to address ecigarettes and all similar devices, because these terms has been defined by the Michigan House and Senate in Senate Bills 667 and 668, enrolled in June of 2014, and Senate Bill 231 introduced in March 2015 as part of proposed amendments to the Youth Tobacco Act, being Public Act 31 of 1915.

### Sec. 58-272. - Definitions.

For the purpose of construction and application of this division, the following definitions shall apply:

Alternative nicotine product means a noncombustible product containing nicotine that is intended for human consumption, whether chewed, absorbed, dissolved, or ingested by any other means.

Minor means an individual who is less than eighteen (18) years of age.

*Person who sells tobacco products at retail* means a person whose ordinary course of business consists, in whole or in part, of the retail sale of tobacco products subject to state sales tax,

*Person who sells vapor products at retail* means a person whose ordinary course of business consists, in whole or in part, of the retail sale of vapor products.

*Possession of a tobacco product* shall mean either actual physical control of the tobacco product without necessarily owning that product, or the right to control the tobacco product even though it is in a different room or place than where the person is physically located.

*Public place* means a public street, sidewalk, or park or any area open to the general public in a publicly owned or operated building or premises, or in a public place of business.

Tobacco product means a product that contains tobacco and is intended for human consumption, including but not limited to, cigarettes, non-cigarette smoking tobacco, or smokeless tobacco, as those terms are defined in Section 2 of the Tobacco Products Tax Act, and cigars. Tobacco product does not include a vapor product or a product regulated as a drug or device by the United States Food and Drug Administration.

*Use a tobacco product, vapor product or alternative nicotine delivery product* means to smoke, chew, suck, inhale, or otherwise consume a tobacco product, vapor product or alternative nicotine delivery product.

Vapor product means a noncombustible product containing nicotine that employs a heating element, power source, electronic circuit, or other electronic, chemical or mechanical means, regardless of shape or size, that can be used to produce vapor from nicotine in a solution or other form. Vapor product includes an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device and a vapor cartridge or other container of nicotine in a solution or other form that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device. Vapor product does not include a product regulated as a drug or device by the United States Food and Drug Administration.

#### Sec. 58-273. - Prohibited conduct.

- (a) Subject to subsection (c) of this section, a minor shall not do any of the following:
  - 1. Purchase or attempt to purchase a tobacco product, vapor product, or alternative nicotine delivery product.
  - 2. Possess or attempt to possess a tobacco product, vapor product or alternative nicotine delivery product.
  - 3. Use a tobacco product, vapor product or alternative nicotine delivery product in a public place.
  - 4. Present or offer to an individual a purported proof of age that is false, fraudulent, or not actually his or her own proof of age for the purpose of purchasing, attempting to purchase, possessing, or attempting to possess a tobacco product, vapor product or alternative nicotine delivery product.
- (b) An individual who violates subsection (a) above, is guilty of a misdemeanor punishable by a fine of not more than fifty dollars (\$50.00) for each violation. Pursuant to a probation order, the court may also require participation in a health promotion and risk reduction assessment program. An individual who is ordered to participate in a health promotion and risk reduction assessment program under this subsection is responsible for the costs of participating in the program. In addition, an individual who violates subsection (a) is subject to the following:
- 1. For the first violation, the court may order the individual to do one (1) of the following:
  - a. Perform not more than sixteen (16) hours of community service in a hospice, nursing home or long-term care facility.
  - b. Participate in a health promotion and risk reduction program, as described in this subsection.
- 2. For a second violation, in addition to participation in a health promotion and risk reduction program, the court may order the individual to perform not more than thirty-two (32) hours of community service in a hospice, nursing home or long-term care facility.
- 3. For a third or subsequent violation, in addition to participation in a health promotion and risk reduction program, the court may order the individual to perform not more than forty-eight (48) hours of community service in a hospice, nursing home or long-term care facility.
- (c) Subsection (a) of this section does not apply to a minor participating in any of the following:
- 1. An undercover operation in which the minor purchases or receives a tobacco product, vapor product or alternative nicotine delivery product under the direction of the minor's employer and with the prior approval of the local prosecutor's office as part of an employer-sponsored internal enforcement action.

- 2. An undercover operation in which the minor purchases or receives a tobacco product, vapor product or alternative nicotine delivery product under the direction of the state police or a local police agency as part of an enforcement action, unless the initial or contemporaneous purchase or receipt of the tobacco product, vapor product or alternative nicotine delivery product by the minor was not under the direction of the state police or the local police agency and was not part of the undercover operation.
- 3. Compliance checks in which the minor attempts to purchase tobacco products for the purpose of satisfying federal substance abuse block grant youth tobacco access requirements, if the compliance checks are conducted under the direction of a substance abuse coordinating agency, as defined in the Public Health Code, 1978 PA 368, MCL 333.6103, and with the prior approval of the state police or a local police agency.
- (d) Subsection (a) of this section does not apply to the handling or transportation of a tobacco product, vapor product or alternative nicotine delivery product by a minor under the terms of that minor's employment.
- (e) This section does not prohibit an individual from being charged with, convicted of, or sentenced for any other violation of law that arises out of the violation of subsection (a) of this section.
- (f) This section does not interfere with the right of a parent or legal guardian in the rearing and management of his or her minor children or wards within the bounds of his or her own private premises.

#### Sec. 58-274. - Furnishing to minors.

- (a) A person shall not sell, give or furnish a tobacco product, vapor product or alternative nicotine delivery product to a minor, including, but not limited to, through a vending machine. A person who violates this subsection or subsection (h) of this section is guilty of a misdemeanor punishable by a fine of not more than fifty dollars (\$50.00) for each violation.
- (b) A person who sells tobacco products, vapor products, or alternative nicotine delivery products at retail shall post, in a place close to the point of sale and conspicuous to employees and customers, a sign that includes the following statement:

"The purchase of a tobacco product, vapor product or alternative nicotine delivery product by a minor under 18 years of age and the provision of a tobacco product, vapor product or alternative nicotine delivery product to a minor are prohibited by law. A minor who unlawfully purchases or uses a tobacco product, vapor product or alternative nicotine delivery product is subject to criminal penalties."

(c) If the sign required under subsection (b) above, is more than six (6) feet from the point of sale, it shall be five and one-half (5½) inches by eight and one-half (8½) inches and the statement required under subsection (b) shall be printed in 36-point bold-faced type. If the sign required under subsection (b) is six (6) feet or less from the point of sale, it shall be two (2) inches by four (4) inches and the statement required under subsection (b) shall be printed in 20-point bold-faced type.

- (d) The signs required by subsection (c) above, may be procured from the department of community health pursuant to state law. The seller may add the "vapor product" and "alternative nicotine delivery product" language to the sign if the department of community health does not or will not include it.
- (e) It is an affirmative defense to a charge under subsection (a) of this section, that the defendant had in force at the time of arrest and continues to have in force, a written policy to prevent the sale of tobacco products, vapor products, and alternative nicotine delivery products to persons under eighteen (18) years of age and that the defendant enforced and continues to enforce the policy. A defendant who proposes to offer evidence of the affirmative defense described in this subsection shall file and serve notice of the defense, in writing, with the court and serve a copy of the notice on the prosecuting attorney. The defendant shall serve the notice not less than fourteen (14) days before the date set for trial.
- (f) If the prosecuting attorney proposes to offer testimony to rebut the affirmative defense described in subsection (e) above, the prosecuting attorney shall file a notice of rebuttal, in writing, with the court and serve a copy of the notice on the defendant. The prosecuting attorney shall serve the notice not less than seven (7) days before the date set for trial and shall include in the notice the name and address of each rebuttal witness.
- (g) Subsection (a) of this section does not apply to the handling or transportation of a tobacco product, vapor product or alternative nicotine delivery product by a minor under the terms of the minor's employment.
- (h) Before selling, offering for sale, giving, or furnishing a tobacco product, vapor product or alternative nicotine delivery product to an individual, a person shall verify that the individual is at least eighteen (18) years of age by doing one (1) of the following:
- 1. If the individual appears to be under twenty-seven (27) years of age, examining a government-issued photographic identification that establishes that the individual is at least eighteen (18) years of age.
- 2. For sales made by the internet or other remote sales method, performing an age verification through an independent, third-party age verification service that compares information available from a commercially available database, or aggregate of databases, that are regularly used by government agencies and businesses for the purpose of age and identity verification to the personal information entered by the individual during the ordering process that establishes that the individual is eighteen (18) years of age or older.

### Secs. 58-275-58-280. - Reserved.

**PART II.** Severability. Should any division, section, subsection, 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 III.** Savings Clause. The amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance.

<b>PART IV.</b> Repealer. Section 58-217 is hereby repealed, and 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.
<b>PART V. Effective Date; Publication.</b> The provisions of this Ordinance shall become effective fifteen (15) days after its adoption and shall be published within fifteen (15) days of its adoption by publication of a brief notice in a newspaper circulated in the City, stating the date of enactment and the effective date of the ordinance, a brief statement as to the subject matter of this Ordinance and such other facts as the Clerk shall deem pertinent, and that a copy of the Ordinance is available for public use and inspection at the office of the City Clerk.
Made, Passed and Adopted by the South Lyon City Council this day of, 2016.
John Galeas, Jr., 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, 2016.
Lisa Deaton, City Clerk
Adopted: Published: Effective:

- Sec. 58-217. Purchase, sale and possession of tobacco, cigarettes, papers, etc., by minors.
- (a) It shall be unlawful for any juvenile to misrepresent his age to purchase cigarettes, wrapper, tobacco, papers for the purpose of making cigarettes.
- (b) It shall be unlawful for any juvenile under the age of 18 years to have in his/her possession any cigarettes, papers, wrappers and tobacco from which cigarettes might be made.
- (c) It shall be unlawful for any person to sell, furnish, procure for or give away, to any juvenile under the age of 18 years, any tobacco, cigarettes, wrapper or any substitute for either, or persuade, counsel or advise any minor to smoke cigarettes.

(Code 1988, § 9.212)

#### YOUTH TOBACCO ACT Act 31 of 1915

AN ACT to prohibit the selling, giving, or furnishing of tobacco products to minors; to prohibit the purchase, possession, or use of tobacco products by minors; to regulate the retail sale of tobacco products; to prescribe penalties; and to prescribe the powers and duties of certain state agencies and departments.

History: 1915, Act 31, Eff. Aug. 24, 1915;—Am. 1988, Act 314, Eff. Mar. 30, 1989;—Am. 1992, Act 272, Imd. Eff. Dec. 16, 1992;—Am. 2006, Act 236, Eff. Sept. 1, 2006.

The People of the State of Michigan enact:

# 722.641 Selling, giving, or furnishing tobacco products to minor prohibited; misdemeanor; penalty; sign required; copies of sign; affirmative defense; notice; rebuttal testimony; notice of rebuttal; exception.

- Sec. 1. (1) A person shall not sell, give, or furnish a tobacco product to a minor. A person who violates this subsection is guilty of a misdemeanor punishable by a fine of not more than \$50.00 for each violation.
- (2) A person who sells tobacco products at retail shall post, in a place close to the point of sale and conspicuous to both employees and customers, a sign produced by the department of community health that includes the following statement:

"The purchase of tobacco products by a minor under 18 years of age and the provision of tobacco products to a minor are prohibited by law. A minor unlawfully purchasing or using tobacco products is subject to criminal penalties.".

- (3) If the sign required under subsection (2) is more than 6 feet from the point of sale, it shall be 5-1/2 inches by 8-1/2 inches and the statement required under subsection (2) shall be printed in 36-point boldfaced type. If the sign required under subsection (2) is 6 feet or less from the point of sale, it shall be 2 inches by 4 inches and the statement required under subsection (2) shall be printed in 20-point boldfaced type.
- (4) The department of community health shall produce the sign required under subsection (2) and have adequate copies of the sign ready for distribution to licensed wholesalers, secondary wholesalers, and unclassified acquirers of tobacco products free of charge. Licensed wholesalers, secondary wholesalers, and unclassified acquirers of tobacco products shall obtain copies of the sign from the department of community health and distribute them free of charge, upon request, to persons who are subject to subsection (2). The department of community health shall provide copies of the sign free of charge, upon request, to persons subject to subsection (2) who do not purchase their supply of tobacco products from wholesalers, secondary wholesalers, and unclassified acquirers of tobacco products licensed under the tobacco products tax act, 1993 PA 327, MCL 205.421 to 205.436.
- (5) It is an affirmative defense to a charge under subsection (1) that the defendant had in force at the time of arrest and continues to have in force a written policy to prevent the sale of tobacco products to persons under 18 years of age and that the defendant enforced and continues to enforce the policy. A defendant who proposes to offer evidence of the affirmative defense described in this subsection shall file and serve notice of the defense, in writing, upon the court and the prosecuting attorney. The notice shall be served not less than 14 days before the date set for trial,
- (6) A prosecuting attorney who proposes to offer testimony to rebut the affirmative defense described in subsection (5) shall file and serve a notice of rebuttal, in writing, upon the court and the defendant. The notice shall be served not less than 7 days before the date set for trial and shall contain the name and address of each rebuttal witness.
- (7) Subsection (1) does not apply to the handling or transportation of a tobacco product by a minor under the terms of that minor's employment.

History: 1915, Act 31, Eff. Aug. 24, 1915;—CL 1915, 5185;—CL 1929, 12826;—CL 1948, 722.641;—Am. 1972, Act 29, Imd. Eff. Feb. 19, 1972;—Am. 1988, Act 314, Eff. Mar. 30, 1989;—Am. 2006, Act 236, Eff. Sept. 1, 2006.

# 722.642 Prohibited conduct by minor; violation as misdemeanor; penalty; participation in health promotion and risk reduction assessment program; costs; community service; exceptions; other violations.

- Sec. 2. (1) Subject to subsection (3), a minor shall not do any of the following:
- (a) Purchase or attempt to purchase a tobacco product.
- (b) Possess or attempt to possess a tobacco product.
- (c) Use a tobacco product in a public place.
- (d) Present or offer to an individual a purported proof of age that is false, fraudulent, or not actually his or Rendered Tuesday, February 23, 2016

  Page 1

  Michigan Compiled Laws Complete Through PA 15 of 2016
- © Legislative Council, State of Michigan

her own proof of age for the purpose of purchasing, attempting to purchase, possessing, or attempting to possess a tobacco product.

- (2) An individual who violates subsection (1) is guilty of a misdemeanor punishable by a fine of not more than \$50.00 for each violation. Pursuant to a probation order, the court may also require an individual who violates subsection (1) to participate in a health promotion and risk reduction assessment program, if available. An individual who is ordered to participate in a health promotion and risk reduction assessment program under this subsection is responsible for the costs of participating in the program. In addition, an individual who violates subsection (1) is subject to the following:
  - (a) For the first violation, the court may order the individual to do 1 of the following:
- (i) Perform not more than 16 hours of community service in a hospice, nursing home, or long-term care facility.
  - (ii) Participate in a health promotion and risk reduction program, as described in this subsection.
- (b) For a second violation, in addition to participation in a health promotion and risk reduction program, the court may order the individual to perform not more than 32 hours of community service in a hospice, nursing home, or long-term care facility.
- (c) For a third or subsequent violation, in addition to participation in a health promotion and risk reduction program, the court may order the individual to perform not more than 48 hours of community service in a hospice, nursing home, or long-term care facility.
  - (3) Subsection (1) does not apply to a minor participating in any of the following:
- (a) An undercover operation in which the minor purchases or receives a tobacco product under the direction of the minor's employer and with the prior approval of the local prosecutor's office as part of an employer-sponsored internal enforcement action.
- (b) An undercover operation in which the minor purchases or receives a tobacco product under the direction of the state police or a local police agency as part of an enforcement action, unless the initial or contemporaneous purchase or receipt of the tobacco product by the minor was not under the direction of the state police or the local police agency and was not part of the undercover operation.
- (c) Compliance checks in which the minor attempts to purchase tobacco products for the purpose of satisfying federal substance abuse block grant youth tobacco access requirements, if the compliance checks are conducted under the direction of a substance abuse coordinating agency as defined in section 6103 of the public health code, 1978 PA 368, MCL 333.6103, and with the prior approval of the state police or a local police agency.
- (4) Subsection (1) does not apply to the handling or transportation of a tobacco product by a minor under the terms of that minor's employment.
- (5) This section does not prohibit the individual from being charged with, convicted of, or sentenced for any other violation of law arising out of the violation of subsection (1).

History: 1915, Act 31, Eff. Aug. 24, 1915;—CL 1915, 5186;—CL 1929, 12827;—CL 1948, 722.642;—Am. 1972, Act 29, Imd. Eff. Feb. 19, 1972;—Am. 1988, Act 314, Eff. Mar. 30, 1989;—Am. 2006, Act 236, Eff. Sept. 1, 2006.

## 722.642a Selling cigarette separately prohibited; exception; violation as misdemeanor; penalty.

Sec. 2a. (1) Except as otherwise provided in subsection (2), a person who sells tobacco products at retail shall not sell a cigarette separately from its package.

- (2) Subsection (1) does not apply to a person who sells tobacco products at retail in a tobacco specialty retail store or other retail store that deals exclusively in the sale of tobacco products and smoking paraphernalia.
- (3) A person who violates subsection (1) is guilty of a misdemeanor, punishable by a fine of not more than \$500.00 for each offense.

History: Add. 1992, Act 272, Imd. Eff. Dec. 16, 1992,

#### 722.643 Noninterference with right of parent or guardian.

Sec. 3. This act does not interfere with the right of a parent or legal guardian in the rearing and management of his or her minor children or wards within the bounds of his or her own private premises.

History: 1915, Act 31, Eff. Aug. 24, 1915;—CL 1915, 5187;—CL 1929, 12828;—CL 1948, 722.643;—Am. 1972, Act 29, Imd. Eff. Feb. 19, 1972;—Am. 1988, Act 314, Eff. Mar. 30, 1989.

#### 722.644 Definitions.

Sec. 4. As used in this act:

(a) "Minor" means an individual under 18 years of age.

© Legislative Council, State of Michigan

- (b) "Person who sells tobacco products at retail" means a person whose ordinary course of business consists, in whole or in part, of the retail sale of tobacco products subject to state sales tax.
- (c) "Public place" means a public street, sidewalk, or park or any area open to the general public in a publicly owned or operated building or public place of business.
- (d) "Tobacco product" means a product that contains tobacco and is intended for human consumption, including, but not limited to, cigarettes, noncigarette smoking tobacco, or smokeless tobacco, as those terms are defined in section 2 of the tobacco products tax act, 1993 PA 327, MCL 205.422, and cigars.
- (e) "Use a tobacco product" means to smoke, chew, suck, inhale, or otherwise consume a tobacco product. History: Add. 1988, Act 314, Eff. Mar. 30, 1989,—Am. 1992, Act 272, Imd. Eff. Dec. 16, 1992;—Am. 2006, Act 236, Eff. Sept. 1, 2006.

Compiler's note: Previous section 4 of this act was not compiled.

#### 722.645 Short title.

Sec. 5. This act shall be known and may be cited as the "youth tobacco act". History: Add. 1988, Act 314, Eff. Mar. 30, 1989.



BILL

**ANALYSIS** 

Telephone: (517) 373-5383

Fax: (517) 373-1986

Senate Bill 231 (as passed by the Senate)

Sponsor: Senator Rick Jones Committee: Regulatory Reform

Date Completed: 6-1-15

#### **RATIONALE**

The Youth Tobacco Act prohibits a retailer from selling or furnishing tobacco products to minors (individuals under 18 years old), and makes it illegal for a minor to purchase or possess tobacco products in all but a few limited circumstances. The Act also prescribes penalties associated with the possession of tobacco products by minors and the sale of tobacco products to minors. The Act applies only to tobacco products, however. Concerns have been raised by health advocates and others about the use of vapor products (e.g., electronic, or e-cigarettes) and alternative nicotine products by minors. Likewise, people are concerned because businesses and individuals can legally sell these products to minors. To address these concerns, it has been suggested that the sale of vapor products and alternative nicotine products to minors, and the possession and use of these products by minors, should be prohibited.

#### CONTENT

The bill would amend the Youth Tobacco Act to do the following:

- -- Prohibit a person from selling or giving a vapor product or alternative nicotine product to a minor.
- -- Require signs posted by retailers to indicate that the purchase of vapor or alternative nicotine products by minors was illegal.
- -- Require a person to verify that an individual was at least 18 before selling or furnishing a vapor product or alternative nicotine product to him or her.
- -- Extend the affirmative defense of having and enforcing a preventative written policy to a charge of selling a vapor or alternative nicotine product to a minor.
- -- Prohibit a minor from possessing or using a vapor product or alternative nicotine product.

The bill would take effect 90 days after its enactment.

Selling, Giving, or Furnishing Vapor or Alternative Nicotine Product to a Minor

The bill would prohibit a person from selling, giving, or furnishing a vapor product or alternative nicotine product to a minor, including through a vending machine or other means. Currently, it is a misdemeanor to sell, give, or furnish a tobacco product to a minor, and a violator is subject to a maximum \$50 fine for each violation. The bill would extend this penalty to the proposed prohibition.

The bill specifies that "tobacco product" would not include a vapor product, an alternative nicotine product, or a product regulated as a drug or device by the U.S. Food and Drug Administration (FDA). The bill would define "alternative nicotine product" as "a noncombustible product containing nicotine that is intended for human consumption, whether chewed, absorbed, dissolved, or ingested by any other means". The term would not include a tobacco product, a vapor product, or a product regulated as a drug or device by the FDA.

The bill would define "vapor product" as "a noncombustible product containing nicotine that employs a heating element, power source, electronic circuit, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from nicotine in a solution or other form". The term would include an electronic cigarette, electronic cigar, electronic pipe, or similar product or device and a vapor cartridge or other container of nicotine in a solution or other form that is intended to be used with or in such a product or device. It would not include a product regulated as a drug or device by the FDA.

#### Required Retail Sign

The Act requires a person who sells tobacco products at retail to post a conspicuous sign in a place close to the point of sale. The sign must include a specific statement about the illegality of the purchase of tobacco products by a minor. The Act also requires the Department of Community Health to produce the signs, and distribute them free of charge to people who sell tobacco products at retail. The bill would extend the sign requirement to a person who sells vapor products or alternative nicotine products at retail, and would modify the sign's statement to include those products. Also, where the Act refers to the Department of Community Health, the bill instead would refer to the Department of Health and Human Services.

"Person who sells vapor products or alternative nicotine products at retail" would mean a person whose ordinary course of business consists, in whole or in part, of the retail sale of vapor products or alternative nicotine products.

#### Age Verification Requirement

The bill would require a person to verify that an individual was at least 18 years old before selling, offering to sell, giving, or furnishing a vapor or alternative nicotine product to the individual. If the individual appeared to be under 27 years old, the person would have to examine a government-issued photographic identification that established that the individual was at least 18 years old. If the sale were made by the internet or another remote sales method, the person would have to perform an age verification through an independent, third-party age verification service that compared information from a commercially available database, or aggregate of databases, that was regularly used by government agencies and businesses for the purpose of verifying age and identity, to the personal information entered by the individual when ordering, that established that the individual was at least 18 years old. A person who violated the age-verification requirement would be guilty of a misdemeanor, and would be subject to a maximum \$50 fine for each violation.

#### Affirmative Defense & Employment Exemption

Currently, it is an affirmative defense to a charge of selling a tobacco product to a minor that the defendant had in force at the time of arrest and continues to have in force a written policy to prevent the sale of tobacco products to minors and that the defendant enforced and continues to enforce the policy. The bill would extend this affirmative defense to a charge of selling vapor products or alternative nicotine products to minors.

The Act's prohibition against giving or furnishing a tobacco product to a minor does not apply to the handling or transportation of the product by a minor under the terms of his or her employment. The bill would extend this exception to a minor's handling or transportation of a vapor product or alternative nicotine product.

#### Purchase, Possession, or Use of Vapor or Alternative Nicotine Products

The Act prohibits a minor from purchasing or attempting to purchase a tobacco product, possessing or attempting to possess a tobacco product, or using a tobacco product in a public place. It also prohibits a minor from presenting or offering to an individual a purported proof of age that is false, fraudulent, or not actually his or her own proof of age, for the purpose of purchasing, possessing, or attempting to purchase or possess a tobacco product. A violation is a misdemeanor punishable by a maximum fine of \$50 for each violation. Pursuant to a probation order, the court also may

require a violator to participate in a health promotion and risk reduction assessment program, if available. The Act also allows a court to order a violator to perform community service in a hospice, nursing home, or long-term care facility.

Under the bill, the prohibitions and penalties also would apply to activities involving tobacco products, vapor products, or alternative nicotine products.

The prohibitions do not apply to a minor participating in an undercover law enforcement operation or compliance check. They also do not apply to the handling or transportation of a tobacco product by a minor under the terms of his or her employment. The bill would refer to a vapor product or alternative nicotine product, as well as a tobacco product, in those provisions.

MCL 722.641 et al.

#### **BACKGROUND**

#### Introduction

E-cigarettes, and similar devices, are a relatively new nicotine delivery system. While devices vary in their appearance and specific method of operation, they have a few basic elements in common. A solution of water, dissolved nicotine, and other ingredients (usually flavoring) is heated with a heating element (usually battery-powered). This vaporizes the nicotine solution, which passes into a mouthpiece and is inhaled in a manner similar to cigarette smoking. Often, glycerol or propylene glycol is added to the solution to give the appearance of smoke when the solution is vaporized. The concentration of nicotine contained in the solution can be customized by the retailer to the buyer's specifications, and many manufacturers make nicotine-free solutions.

#### Regulation of E-Cigarettes

The Food and Drug Administration regulates tobacco products through the Family Smoking Prevention and Tobacco Control Act (Tobacco Control Act), unless a product is marketed for therapeutic purposes, in which case it is regulated by the drugs and devices provisions of the Federal Food, Drug, and Cosmetic Act (FDCA). In 2010, the FDA attempted to use its regulatory power under the FDCA to block shipments of e-cigarettes (marketed and labeled for "smoking pleasure") into the U.S., asserting that the e-cigarettes were adulterated, misbranded, or unapproved drug-device combinations regulated by the FDCA. The U.S. Court of Appeals for the District of Columbia Circuit, in Sottera, Inc. v Food & Drug Administration, 627 F.3d 891 (2010), held that the proper authority to regulate e-cigarettes arises out of the Tobacco Control Act, unless the device is marketed for therapeutic purposes.

The FDA signaled its intent to act along the jurisdictional boundaries set by the Sottera decision and regulate e-cigarettes and similar devices in accordance with the Tobacco Control Act. While rules regulating the advertising, ingredients, and sale of e-cigarettes and like devices were originally expected in late-2013, the FDA issued a Notice of Proposed Rulemaking (NPRM) and announced its proposed rules on April 24, 2014.1 Among other things, the proposed rules would deem all products meeting the Tobacco Control Act's definition of a "tobacco product" to be subject to the FDA's authority.2 The NPRM comment period ended on July 9, 2014, and final action on those rules is expected in June 2015.

<sup>&</sup>lt;sup>1</sup> "Deeming Tobacco Products To Be Subject to the Federal Food, Drug, and Cosmetic Act, as Amended by the Family Smoking Prevention and Tobacco Control Act; Regulations on the Sale and Distribution of Tobacco Products and Required Warning Statements for Tobacco Products", 79 Federal Register 23141, April 25, 2014; "FDA proposes to extend its tobacco authority to additional tobacco products, including e-cigarettes", FDA Press Release, 4-24-14, retrieved 5-21-15, at:

http://www.fda.gov/NewsEvents/Newsroom/PressAnnouncements/ucm394667.htm.

<sup>2</sup> Under the Tobacco Control Act, "tobacco product" means "any product made or derived from tobacco that is intended for human consumption, including any component, part, or accessory of a tobacco product (except for raw materials other than tobacco used in manufacturing a component, part, or accessory of a tobacco product)". The definition does not include an article regulated as a drug or device. 21 U.S.C. § 321(rr)(1)-(2).

State regulation of e-cigarettes has taken a variety of approaches. A majority of states have enacted legislation banning the sale e-cigarettes to minors, or are in the process of enacting such legislation. Some jurisdictions (e.g., New York City and New Jersey) have chosen to regulate vapor products in the same ways as their tobacco product counterparts.<sup>4</sup> In Michigan, there are no laws or regulations banning the possession and use of e-cigarettes or similar devices by minors, or the sale of these devices to minors.

#### Health Impacts

Little is known about the health impact of vapor products, as few studies have been done to determine the effectiveness of e-cigarettes as nicotine delivery devices, or their impact on public health. The research conducted to-date has yielded mixed results from a public health prospective. For example, some studies have shown that smokers who use e-cigarettes for smoking cessation are more likely to report continued abstinence.<sup>5</sup> Other work suggests that e-cigarette vapors may have an effect similar to cigarette smoke in COPD-emphysema pathogenesis, or rejects, among other things, the claims made by e-cigarette manufacturers that e-cigarettes are a safer method of smoking or function as an effective smoking cessation method.<sup>6</sup> The effects of nicotine on the human body are well documented. In concentrations found in cigarettes, nicotine is a pharmacological agent that has a marked effect on brain and cardiovascular function. However. small doses of nicotine can be highly toxic and potentially fatal.

One concern with vapor products is accidental skin exposure to the nicotine solution used in ecigarettes, as nicotine is readily absorbed through the skin.8 Exposure to some higherconcentration vapor product solutions could lead to systemic poisoning and death, simply through skin contact, or accidental ingestion. This concern is heightened in the case of children, who generally have less tolerance to nicotine. 10 In addition, less is known about the impact of nicotine on adolescent development.

Other concerns deal with the operation of the devices themselves. Users and manufacturers of ecigarettes have claimed that e-cigarettes may be a healthy alternative to smoking tobacco; however, much remains unknown about e-cigarette use. For instance, very little research has been done to determine the long-term effects of inhaling the vapor-causing components of the liquid (e.g., propylene glycol). Another issue is determining the actual concentration of nicotine delivered in the course of the product's use. A set of tests performed by the Georgetown University School of Medicine and the Schroeder Institute for Tobacco Research and Policy Studies, in addition to testing by the FDA, indicated that nicotine concentrations for e-cigarettes vary based on manufacturers, devices, and liquids, as well as "puff-to-puff". 11 The tests also indicated the

<sup>3 &</sup>quot;Alternative Nicotine Products, Electronic Cigarettes", National Conference of State Legislature, 5-19-15, retrieved 5-21-15, at: http://www.ncsl.org/research/health/alternative-nicotine-products-e-clgarettes.aspx.

<sup>&</sup>lt;sup>4</sup> Morgan Windsor, "Bloomberg signs his last 22 bills; one regulates e-cigarette use", CNN, 12-31-13, retrieved 2-20-14 at: http://edition.cnn.com/2013/12/ 30/ politics/mayor-bloomberg-last-bills/index.html; Reid Wilson, "Awaiting FDA, states pursue their own e-cigarette rules", Washington Post GovBeat, 10-29-13, retrieved 2-20-14 at: http://www.washingtonpost.com/blogs/govbeat/wp/2013/10/29/ awaiting-fda-states-pursue-their-owne-cigarette-rules.

<sup>&</sup>lt;sup>5</sup> See, e.g., Jamle Brown, et al., "Real-world effectiveness of e-cigarettes when used to aid smoking cessation: a cross-sectional population study", Research Report, Addiction, vol. 109: 1531-1540 (2014).

<sup>6</sup> See, respectively, Prashanth Shivalingappa, Colin Westphal, and Neeraj Vij, "Airway exposure of e-cigarettevapors impairs autophagy and induces aggresome-formation", Abstract, The FASEB Journal, vol. 29 no. 1 Supplement, LB631 (April 2015), retrieved 5-21-15 at:

http://www.fasebj.org/content/29/1\_Supplement/LB631.short, and Rachel Grana, Neal Benowitz, and Stanton Glantz, "E-Cigarettes: A Scientific Review", Circulation, vol. 129:1972-1986 (2014).

<sup>&</sup>lt;sup>7</sup> U.S. Surgeon General, U.S. Department of Health and Human Services, The Health Consequences of Smoking: Nicotine Addiction (1988), iv, at: http://profiles.nlm.nih.gov/ps/access/NNBBZD.pdf.

8 U.S. Surgeon General, The Health Consequences of Smoking: Nicotine Addiction, 16, 31, and 593.

<sup>9</sup> U.S. Surgeon General, The Health Consequences of Smoking: Nicotine Addiction, 607.

<sup>&</sup>lt;sup>10</sup> International Programme on Chemical Safety, "Nicotine", *Poison Information Monograph*, at: http://www.inchem.org/documents/pims/chemical/nicotine.htm#DivisionTitle:7.2.1.2%20Children. See Section 7,

<sup>11</sup> Nathan K. Cobb, et al., "Novel Nicotine Delivery Systems and Public Health: The Rise of the 'E-Cigarette'"

presence of various irritants, solvents, genotoxins, and carcinogens. <sup>12</sup> The report noted that the presence of these substances was "of unclear significance but needs further consideration".

#### **ARGUMENTS**

(Please note: The arguments contained in this analysis originate from sources outside the Senate Fiscal Agency. The Senate Fiscal Agency neither supports nor opposes legislation.)

#### Supporting Argument

The bill is needed to prevent minors from purchasing vapor products, such as e-cigarettes, and alternative nicotine products. As of May 2015, at least 42 other states, and one territory, have passed laws preventing the sale of e-cigarettes and like products to minors. E-cigarette manufacturers develop fruit and other sweet flavorings that appeal to youths. Some retailers use cartoon characters in their marketing, or have developed "skins" for their e-cigarettes with designs featuring bright colors or games that are usually marketed to minors, such as Angry Birds. <sup>14</sup>

Additionally, surveys by the Centers for Disease Control and Prevention show that e-cigarette use among students in middle and high school is increasing. In 2011, the National Youth Tobacco Survey indicated that 4.7% of school students reported trying an e-cigarette in the past year. By 2012, that percentage had increased to 10%, and an estimated 1.78 million students in middle and high school reported using e-cigarettes. This is concerning because the effects of nicotine, and e-cigarette, use on adolescent development are not well understood and could have lasting implications for youths who use these products. Adult use of the products also is increasing and may continue to increase if minors continue to have access to these products and are able to develop an addiction to them when they are young. Young e-cigarette smokers also may shift to tobacco product use.

#### **Opposing Argument**

The bill would not go far enough, in that it would categorize vapor products and alternative nicotine products separately from tobacco products. The differing categorization of these products could cause youths and other consumers to view vapor products and alternative nicotine products as being fundamentally different from tobacco products. Any attempt to define these products separately from tobacco products also could conflict with the FDA's proposed regulations. The State should include e-cigarettes and other nicotine-containing vapor products in the existing definition of tobacco products, making it clear that they would be subject to the same restrictions. Furthermore, this designation would allow the State to tax those products as tobacco products.

**Response:** Michigan is one of the few states that has not passed legislation to prevent minors from accessing e-cigarettes and similar devices. The bills would prevent retailers from selling vapor products and alternative nicotine devices to minors, and prevent minors from buying or possessing these products. The legislation would be a good first step, and could be amended or supplemented once the FDA provides more guidance.

Legislative Analyst: Jeff Mann

#### FISCAL IMPACT

The bill could result in a marginal increase in misdemeanor penalties associated with violations of the Youth Tobacco Act. These misdemeanors are punishable by a fine of up to \$50, the revenue

Administration, "Evaluation of e-cigarettes", 2009, retrieved 2-20-14 at: http://www.fda.gov/downloads/Drugs/ScienceResearch/ UCM173250.pdf.

<sup>12</sup> Cobb, et al., 2341.

<sup>13</sup> See n. 3.

<sup>14</sup> See http://www.whitecloudelectronicclgarettes.com/accessories/vapor-jackets.

 <sup>&</sup>lt;sup>15</sup> Catherine Corey, et al., "Notes from the Field: Electronic Cigarette Use Among Middle and High School Students—United States, 2011-2012", Morbidity and Mortality Weekly Report 62 (9-6-13), 729. Actual survey data and other information are available at: http://www.cdc.gov/tobacco/data\_statistics/surveys/nyts.
 <sup>16</sup> Corey, et al., 729.

from which benefits public libraries. For youths violating the Act, additional punishments may include community service and participation in health risk reduction programming. The bill would not have a significant impact on State and local criminal justice costs.

Fiscal Analyst: John Maxwell

A1516\s231a
This analysis was prepared by nonpartisan Senate staff for use by the Senate in its deliberations and does not constitute an official statement of legislative intent.

# **SENATE BILL No. 231**

March 24, 2015, Introduced by Senators JONES, SCHUITMAKER, PROOS, MARLEAU, BOOHER, SMITH, ROCCA, EMMONS, ZORN and KNOLLENBERG and referred to the Committee on Judiciary.

A bill to amend 1915 PA 31, entitled

"Youth tobacco act,"

by amending the title and sections 1, 2, and 4 (MCL 722.641, 722.642, and 722.644), as amended by 2006 PA 236.

### THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

	1	TITLE
	2	An act to prohibit the selling, giving, or furnishing of
231	3	tobacco products, VAPOR PRODUCTS, AND ALTERNATIVE NICOTINE PRODUCTS
	4	to minors; to prohibit the purchase, possession, or use of tobacco
Š	5	products, VAPOR PRODUCTS, AND ALTERNATIVE NICOTINE PRODUCTS by
_	6	minors; to regulate the retail sale of tobacco products, VAPOR
<u></u>	7	PRODUCTS, AND ALTERNATIVE NICOTINE PRODUCTS; to prescribe
Щ	8	penalties; and to prescribe the powers and duties of certain state
Ž	9	agencies and departments.
	10	Sec. 1. (1) A person shall not sell, give, or furnish a

01816'15

1

- 1 tobacco product, VAPOR PRODUCT, OR ALTERNATIVE NICOTINE PRODUCT to
- 2 a minor, including, but not limited to, through a vending machine.
- 3 A person who violates this subsection OR SUBSECTION (8) is guilty
- 4 of a misdemeanor punishable by a fine of not more than \$50.00 for
- 5 each violation.
- 6 (2) A person who sells tobacco products, VAPOR PRODUCTS, OR
- 7 ALTERNATIVE NICOTINE PRODUCTS at retail shall post, in a place
- 8 close to the point of sale and conspicuous to both employees and
- 9 customers, a sign produced by the department of community-health
- 10 AND HUMAN SERVICES that includes the following statement:
- 11 "The purchase of A tobacco products PRODUCT, VAPOR PRODUCT, OR
- 12 ALTERNATIVE NICOTINE PRODUCT by a minor under 18 years of age and
- 13 the provision of A tobacco products PRODUCT, VAPOR PRODUCT, OR
- 14 ALTERNATIVE NICOTINE PRODUCT to a minor are prohibited by law. A
- 15 minor WHO unlawfully purchasing PURCHASES or using USES A tobacco
- 16 products PRODUCT, VAPOR PRODUCT, OR ALTERNATIVE NICOTINE PRODUCT is
- 17 subject to criminal penalties.".
- 18 (3) If the sign required under subsection (2) is more than 6
- 19 feet from the point of sale, it shall MUST be 5-1/2 inches by 8-1/2
- 20 inches and the statement required under subsection (2) shall MUST
- 21 be printed in 36-point boldfaced type. If the sign required under
- 22 subsection (2) is 6 feet or less from the point of sale, it shall
- 23 MUST be 2 inches by 4 inches and the statement required under
- 24 subsection (2) shall-MUST be printed in 20-point boldfaced type.
- 25 (4) The department of community health HEALTH AND HUMAN
- 26 SERVICES shall produce the sign required under subsection (2) and
- 27 have adequate copies of the sign ready for distribution to licensed

- 1 wholesalers, secondary wholesalers, and unclassified acquirers of
- 2 tobacco products AND TO PERSONS WHO SELL VAPOR PRODUCTS OR
- 3 ALTERNATIVE NICOTINE PRODUCTS AT RETAIL free of charge. Licensed
- 4 wholesalers, secondary wholesalers, and unclassified acquirers of
- 5 tobacco products shall obtain copies of the sign from the
- 6 department of community health AND HUMAN SERVICES and distribute
- 7 them free of charge, upon request, to persons who SELL TOBACCO
- 8 PRODUCTS AND WHO are subject to subsection (2). The department of
- 9 community health AND HUMAN SERVICES shall provide copies of the
- 10 sign free of charge, upon request, to persons subject to subsection
- 11 (2) who do not purchase their supply of tobacco products from
- 12 wholesalers, secondary wholesalers, and unclassified acquirers of
- 13 tobacco products licensed under the tobacco products tax act, 1993
- 14 PA 327, MCL 205.421 to 205.436, AND TO PERSONS WHO SELL VAPOR
- 15 PRODUCTS OR ALTERNATIVE NICOTINE PRODUCTS AT RETAIL.
- (5) It is an affirmative defense to a charge under subsection
- 17 (1) that the defendant had in force at the time of arrest and
- 18 continues to have in force a written policy to prevent the sale of
- 19 tobacco products, VAPOR PRODUCTS, OR ALTERNATIVE NICOTINE PRODUCTS,
- 20 AS APPLICABLE, to persons under 18 years of age and that the
- 21 defendant enforced and continues to enforce the policy. A defendant
- 22 who proposes to offer evidence of the affirmative defense described
- 23 in this subsection shall file and serve-notice of the defense, in
- 24 writing, upon WITH the court and SERVE A COPY OF THE NOTICE ON the
- 25 prosecuting attorney. The DEFENDANT SHALL SERVE THE notice shall be
- 26 served not less than 14 days before the date set for trial.
- 27 (6) A prosecuting attorney who proposes to offer testimony to

- 1 rebut the affirmative defense described in subsection (5) shall
- 2 file and serve—a notice of rebuttal, in writing, upon—WITH the
- 3 court and SERVE A COPY OF THE NOTICE ON the defendant. The
- 4 PROSECUTING ATTORNEY SHALL SERVE THE notice shall-be served-not
- 5 less than 7 days before the date set for trial and shall contain
- 6 INCLUDE IN THE NOTICE the name and address of each rebuttal
- 7 witness.
- 8 (7) Subsection (1) does not apply to the handling or
- 9 transportation of a tobacco product, VAPOR PRODUCT, OR ALTERNATIVE
- 10 NICOTINE PRODUCT by a minor under the terms of that THE minor's
- 11 employment.
- 12 (8) BEFORE SELLING, OFFERING FOR SALE, GIVING, OR FURNISHING A
- 13 VAPOR PRODUCT OR ALTERNATIVE NICOTINE PRODUCT TO AN INDIVIDUAL, A
- 14 PERSON SHALL VERIFY THAT THE INDIVIDUAL IS AT LEAST 18 YEARS OF AGE
- 15 BY DOING 1 OF THE FOLLOWING:
- 16 (A) IF THE INDIVIDUAL APPEARS TO BE UNDER 27 YEARS OF AGE,
- 17 EXAMINING A GOVERNMENT-ISSUED PHOTOGRAPHIC IDENTIFICATION THAT
- 18 ESTABLISHES THAT THE INDIVIDUAL IS AT LEAST 18 YEARS OF AGE.
- 19 (B) FOR SALES MADE BY THE INTERNET OR OTHER REMOTE SALES
- 20 METHOD, PERFORMING AN AGE VERIFICATION THROUGH AN INDEPENDENT,
- 21 THIRD-PARTY AGE VERIFICATION SERVICE THAT COMPARES INFORMATION
- 22 AVAILABLE FROM A COMMERCIALLY AVAILABLE DATABASE, OR AGGREGATE OF
- 23 DATABASES, THAT ARE REGULARLY USED BY GOVERNMENT AGENCIES AND
- 24 BUSINESSES FOR THE PURPOSE OF AGE AND IDENTITY VERIFICATION TO THE
- 25 PERSONAL INFORMATION ENTERED BY THE INDIVIDUAL DURING THE ORDERING
- 26 PROCESS THAT ESTABLISHES THAT THE INDIVIDUAL IS 18 YEARS OF AGE OR
- 27 OLDER.

- 1 Sec. 2. (1) Subject to subsection (3), a minor shall not do
- 2 any of the following:
- 3 (a) Purchase or attempt to purchase a tobacco product, VAPOR
- 4 PRODUCT, OR ALTERNATIVE NICOTINE PRODUCT.
- 5 (b) Possess or attempt to possess a tobacco product, VAPOR
- 6 PRODUCT, OR ALTERNATIVE NICOTINE PRODUCT.
- 7 (c) Use a tobacco product, VAPOR PRODUCT, OR ALTERNATIVE
- 8 NICOTINE PRODUCT in a public place.
- 9 (d) Present or offer to an individual a purported proof of age
- 10 that is false, fraudulent, or not actually his or her own proof of
- 11 age for the purpose of purchasing, attempting to purchase,
- 12 possessing, or attempting to possess a tobacco product, VAPOR
- 13 PRODUCT, OR ALTERNATIVE NICOTINE PRODUCT.
- 14 (2) An individual who violates subsection (1) is guilty of a
- 15 misdemeanor punishable by a fine of not more than \$50.00 for each
- 16 violation. Pursuant to a probation order, the court may also
- 17 require an individual who violates subsection (1) to participate in
- 18 a health promotion and risk reduction assessment program, if
- 19 available. An individual who is ordered to participate in a health
- 20 promotion and risk reduction assessment program under this
- 21 subsection is responsible for the costs of participating in the
- 22 program. In addition, an individual who violates subsection (1) is
- 23 subject to the following:
- 24 (a) For the first violation, the court may order the
- 25 individual to do 1 of the following:
- 26 (i) Perform not more than 16 hours of community service in a
- 27 hospice, nursing home, or long-term care facility.

- 1 (ii) Participate in a health promotion and risk reduction
- 2 program, as described in this subsection.
- 3 (b) For a second violation, in addition to participation in a
- 4 health promotion and risk reduction program, the court may order
- 5 the individual to perform not more than 32 hours of community
- 6 service in a hospice, nursing home, or long-term care facility.
- 7 (c) For a third or subsequent violation, in addition to
- 8 participation in a health promotion and risk reduction program, the
- 9 court may order the individual to perform not more than 48 hours of
- 10 community service in a hospice, nursing home, or long-term care
- 11 facility.
- 12 (3) Subsection (1) does not apply to a minor participating in
- 13 any of the following:
- 14 (a) An undercover operation in which the minor purchases or
- 15 receives a tobacco product, VAPOR PRODUCT, OR ALTERNATIVE NICOTINE
- 16 PRODUCT under the direction of the minor's employer and with the
- 17 prior approval of the local prosecutor's office as part of an
- 18 employer-sponsored internal enforcement action.
- 19 (b) An undercover operation in which the minor purchases or
- 20 receives a tobacco product, VAPOR PRODUCT, OR ALTERNATIVE NICOTINE
- 21 PRODUCT under the direction of the state police or a local police
- 22 agency as part of an enforcement action, unless the initial or
- 23 contemporaneous purchase or receipt of the tobacco product, VAPOR
- 24 PRODUCT, OR ALTERNATIVE NICOTINE PRODUCT by the minor was not under
- 25 the direction of the state police or the local police agency and
- 26 was not part of the undercover operation.
- (c) Compliance checks in which the minor attempts to purchase

- 1 tobacco products for the purpose of satisfying federal substance
- 2 abuse block grant youth tobacco access requirements, if the
- 3 compliance checks are conducted under the direction of a substance
- 4 abuse-USE DISORDER coordinating agency as-defined-in section-6103
- 5 of the public health code, 1978 PA 368, MCL 333.6103, and with the
- 6 prior approval of the state police or a local police agency.
- 7 (4) Subsection (1) does not apply to the handling or
- 8 transportation of a tobacco product, VAPOR PRODUCT, OR ALTERNATIVE
- 9 NICOTINE PRODUCT by a minor under the terms of that THE minor's
- 10 employment.
- 11 (5) This section does not prohibit the AN individual from
- 12 being charged with, convicted of, or sentenced for any other
- 13 violation of law arising THAT ARISES out of the violation of
- 14 subsection (1).
- 15 Sec. 4. As used in this act:
- 16 (A) "ALTERNATIVE NICOTINE PRODUCT" MEANS A NONCOMBUSTIBLE
- 17 PRODUCT CONTAINING NICOTINE THAT IS INTENDED FOR HUMAN CONSUMPTION,
- 18 WHETHER CHEWED, ABSORBED, DISSOLVED, OR INGESTED BY ANY OTHER
- 19 MEANS. ALTERNATIVE NICOTINE PRODUCT DOES NOT INCLUDE A TOBACCO
- 20 PRODUCT, A VAPOR PRODUCT, OR A PRODUCT REGULATED AS A DRUG OR
- 21 DEVICE BY THE UNITED STATES FOOD AND DRUG ADMINISTRATION UNDER
- 22 SUBCHAPTER V OF THE FEDERAL FOOD, DRUG, AND COSMETIC ACT, 21 USC
- 23 351 TO 360EEE-4.
- 24 (B) <del>(a) "Minor" means an individual under WHO IS LESS THAN</del> 18
- 25 years of age.
- 26 (C) "PERSON WHO SELLS VAPOR PRODUCTS OR ALTERNATIVE NICOTINE
- 27 PRODUCTS AT RETAIL" MEANS A PERSON WHOSE ORDINARY COURSE OF

- 1 ELECTRONIC CIGARETTE, ELECTRONIC CIGAR, ELECTRONIC CIGARILLO,
- 2 ELECTRONIC PIPE, OR SIMILAR PRODUCT OR DEVICE AND A VAPOR CARTRIDGE
- 3 OR OTHER CONTAINER OF NICOTINE IN A SOLUTION OR OTHER FORM THAT IS
- 4 INTENDED TO BE USED WITH OR IN AN ELECTRONIC CIGARETTE, ELECTRONIC
- 5 CIGAR, ELECTRONIC CIGARILLO, ELECTRONIC PIPE, OR SIMILAR PRODUCT OR
- 6 DEVICE. VAPOR PRODUCT DOES NOT INCLUDE A PRODUCT REGULATED AS A
- 7 DRUG OR DEVICE BY THE UNITED STATES FOOD AND DRUG ADMINISTRATION
- 8 UNDER SUBCHAPTER V OF THE FEDERAL FOOD, DRUG, AND COSMETIC ACT, 21
- 9 USC 351 TO 360EEE-4.
- 10 Enacting section 1. This amendatory act takes effect 90 days
- 11 after the date it is enacted into law.

## What You Should Know About Electronic Cigarettes (E-Cigarettes)

#### Key Points to Remember:

- E-cigarettes are NOT an approved U.S. Food and Drug Administration (FDA) quit tobacco device and should NOT be marketed as such.
- E-cigarettes are NOT a safe alternative to other forms of tobacco.
- The FDA considers e-cigarettes to be a tobacco product and will be regulating them as such.
- E-cigarettes are not currently regulated by the FDA and thus there is no oversight of e-cigarettes, e-hookah, or their associated components or refills to ensure they are safe.
- E-cigarettes may be particularly attractive to youth due to their novelty, the fact that they are sold in places easily accessible to youth, such as mall kiosks and gas stations, and their availability in flavors appealing to youth, including chocolate, strawberry, peach, and mango.
- There is currently no regulation at the federal or State of Michigan level prohibiting the sale of e-cigarettes to minors.

#### What is an Electronic Cigarette?

E-cigarettes are products that allow a user to inhale aerosol containing nicotine and other substances. Unlike conventional cigarettes, e-cigarettes are typically composed of a rechargeable, battery-operated heating element, a cartridge that may contain nicotine or other chemicals, and an atomizer that, when heated, converts the contents of the cartridge into an aerosol.1

### Electronic Cigarettes are not an FDA-approved quit tobacco device

There are seven FDA-approved medications to treat tobacco dependence.<sup>2</sup> E-cigarettes are not FDA-approved for quitting tobacco..3 Tobacco users who want to quit are encouraged to see their health care provider or to call 1-800-QUIT-NOW (1-800-784-8669) to receive evidence-based support in this process.

### Safety, Regulation and Quality Concerns

The FDA intends to regulate e-cigarettes as "tobacco products." In 2009, the FDA tested the ingredients of cartridges from two leading brands of e-cigarettes and found levels of cancer-causing and toxic chemicals, including diethylene glycol, an ingredient in antifreeze..4 The FDA also found inconsistencies in manufacturing, raising concerns for consumers. In some cases cartridges labeled as containing no nicotine had nicotine..5,6 Studies suggest adverse health impacts for both the user and bystanders ("secondhand vaping") associated with e-cigarettes, but additional studies are needed to understand the full impact of their use.,7,8,9

The World Health Organization warns that nicotine exposure, whether through inhalation, ingestion, or skin contact, can be hazardous to the health and safety of children, young people, pregnant women, nursing mothers, people with heart conditions, and the elderly. 10 E-cigarette users refilling their own cartridges handle potentially dangerous concentrations of nicotine..<sup>11</sup> The American Association of Poison Control Centers has been tracking adult and child poisonings from e-cigarette components and refill fluids..12 E-cigarettes also pose consumer safety concerns, having caused fires and injury to users. 13, 14, 15

#### Concerns for Youth

There is no federal age requirement to purchase e-cigarettes, and few states or local jurisdictions have laws prohibiting their sale to minors. In Michigan there is no state law that bars e-cigarette purchases by minors, though retailers as a matter of store policy are free to prohibit sales to minors.

E-cigarette companies aggressively market their product to youth as glamorous, healthy, and rebellious in both traditional and social media, using methods long-prohibited to conventional tobacco companies, such as celebrity endorsements. 16,17,18 Public health authorities are concerned that youth will be attracted to the novelty and flavors in e-cigarettes, and that e-cigarette use will lead to conventional tobacco use. Youth often believe e-cigarettes are safer than conventional tobacco use, and find e-cigarettes easy to conceal around adults..19,.20

#### **About This Resource**

This fact sheet was produced by the Michigan Department of Health and Human Services, Division of Chronic Disease and Injury Control, Tobacco Section. For more information about our work to change the negative health and economic impacts of tobacco in Michigan, visit <a href="https://www.michigan.gov/tobacco">www.michigan.gov/tobacco</a>.

Created October 2013. Revised November 2015.

<sup>6</sup> "Tobacco Fact Sheet: Electronic Cigarettes (E-Cigarettes)." Legacy Foundation. June 2013. <a href="http://www.legacyforhealth.org/content/download/582/6926/version/5/file/LEG-FactSheet-eCigarettes-JUNE2013.pdf">http://www.legacyforhealth.org/content/download/582/6926/version/5/file/LEG-FactSheet-eCigarettes-JUNE2013.pdf</a> Accessed 8/9/13.

- <sup>8</sup> McCauley, L., et al. "An Unexpected Consequence Of Electronic Cigarette Use." *Chest.* 2012;141(4):1110-1113. http://journal.publications.chestnet.org/data/journals/CHEST/24314/111334.pdf Accessed 8/14/13.
- <sup>9</sup> Schripp, T., et al. "Does e-cigarette consumption cause passive vaping?" *Indoor Air*. July 2, 2012. <a href="http://onlinelibrary.wiley.com/doi/10.1111/i.1600-0668.2012.00792.x/pdf">http://onlinelibrary.wiley.com/doi/10.1111/i.1600-0668.2012.00792.x/pdf</a> Accessed 8/14/13
- <sup>10</sup> "Questions and Answers on Electronic Cigarettes or Electronic Nicotine Delivery Systems (ENDS)." World Health Organization. 7/9/13. <a href="http://www.who.int/tobacco/communications/statements/eletronic cigarettes/en/index.html">http://www.who.int/tobacco/communications/statements/eletronic cigarettes/en/index.html</a> Accessed 8/5/13.
- <sup>11</sup> "Tobacco Fact Sheet: Electronic Cigarettes (E-Cigarettes)." Legacy Foundation.
- <sup>12</sup> Bronstein, Alvin C., MD, et al. "2011 Annual Report of the American Association of Poison Control Centers' National Poison Data System (NPDS): 29<sup>th</sup> Annual Report." Clinical Toxicology (2012), 50, 911-1164. https://aapcc.s3.amazonaws.com/pdfs/annual reports/2011 NPDS Annual Report.pdf Accessed 8/15/13.
- <sup>13</sup> "Sherman man's e-cigarette explodes while charging." News 12 KXII.com 7/16/13. <a href="http://www.kxii.com/news/headlines/E-cigarette-explodes-in-Texoma-mans-home-215771641.html#">http://www.kxii.com/news/headlines/E-cigarette-explodes-in-Texoma-mans-home-215771641.html#</a> Accessed 7/17/13.
- <sup>14</sup> "Corona: Couple sues over exploding e-cigarette battery." The Press-Enterprise. 7/3/13. http://losangeles.cbslocal.com/ 2013/07/11/corona-couple-sues-after-e-cigarette-battery-explodes-in-car/ Accessed 7/8/13.
- <sup>15</sup> "Electronic cigarette explodes in man's mouth, causes serious injuries." CBS News. 2/16/12. <a href="http://www.cbsnews.com/8301-504763">http://www.cbsnews.com/8301-504763</a> 162-57379260-10391704/electronic-cigarette-explodes-in-mans-mouth-causes-serious-injuries/ Accessed 8/15/13.
- <sup>16</sup> "Firms dust off tobacco marketing playbook amid pending regulation of electronic cigarettes." The Washington Post (AP). 8/3/13. <a href="http://www.washingtonpost.com/business/firms-dust-off-tobacco-marketing-playbook-amid-pending-regulation-of-electronic-cigarettes/2013/08/03/c3b07d8c-fc3c-11e2-89f7-8599e3f77a67">http://www.washingtonpost.com/business/firms-dust-off-tobacco-marketing-playbook-amid-pending-regulation-of-electronic-cigarettes/2013/08/03/c3b07d8c-fc3c-11e2-89f7-8599e3f77a67</a> print.html Accessed 8/3/13.
- 17 "FDA and the States Must Regulate E-Cigarettes to Protect Public Health: Our Policy Regarding E-Cigarettes." Campaign for Tobacco-Free Kids. July 17, 2013. <a href="http://tobaccofreecampus.org/sites/default/files/resources/TFK%20E%20cigarettes%20">http://tobaccofreecampus.org/sites/default/files/resources/TFK%20E%20cigarettes%20</a> Policy%20Statement%20FINAL%207-17-13.pdf Accessed 8/2/13.
- <sup>18</sup> U.S. Department of Health and Human Services, Public Health Service, Office of the Surgeon General. *Preventing Tobacco Use Among Youth and Young Adults: A Report of the Surgeon General*. p. 549-552. 2012. <a href="http://www.surgeongeneral.gov/library/reports/preventing-youth-tobacco-use/full-report.pdf">http://www.surgeongeneral.gov/library/reports/preventing-youth-tobacco-use/full-report.pdf</a> Accessed 8/15/13.
- 19 "FDA Warns of Health Risks Posed by E-Cigarettes." See citation 1.
- <sup>20</sup> Global Advisors Smokefree Policy (GASP). "Electronic Smoking Devices." Updated 8/14/13. <a href="http://www.nigasp.org/">http://www.nigasp.org/</a> E-Cigs White Paper.pdf Accessed 8/15/13.

<sup>&</sup>lt;sup>1</sup> "FDA Warns of Health Risks Posed by E-Cigarettes." FDA Consumer Health Information, July 2009. <a href="http://www.fda.gov/ForConsumerUpdates/ucm225210.htm">http://www.fda.gov/ForConsumerUpdates/ucm225210.htm</a> Accessed 8/9/13.

<sup>&</sup>lt;sup>2</sup> U.S. Department of Health and Human Services, Public Health Service. <u>Clinical Practice Guideline: Treating Tobacco Use and Dependence: 2008 Update</u>. May 2008. p. v.

<sup>&</sup>lt;sup>3</sup> U.S. Food and Drug Administration. "FDA Warns of Health Risks Posed by E-Cigarettes." FDA Consumer Health Information, July 2009. <a href="http://www.fda.gov/downloads/forconsumers/consumerupdates/UCM173430.pdf">http://www.fda.gov/downloads/forconsumers/consumerupdates/UCM173430.pdf</a> Accessed 8/9/13.

<sup>4</sup> Ibid.

<sup>&</sup>lt;sup>5</sup> U.S. Food and Drug Administration, Division of Pharmaceutical Analysis. Evaluation of e-cigarettes. <a href="http://www.fda.gov/downloads/Drugs/ScienceResearch/UCM173250.pdf">http://www.fda.gov/downloads/Drugs/ScienceResearch/UCM173250.pdf</a> 5/4/09. Accessed 5/12/13.

<sup>&</sup>lt;sup>7</sup> Vardavas, C., et al. "Short-term Pulmonary Effects of Using an Electronic Cigarette: Impact on Respiratory Flow Resistance, Impedance, and Exhaled Nitric Oxide." Chest. 2012;141(6):1400-1406. <a href="http://journal.publications.chestnet.org/data/Journals/CHEST/24233/112443.pdf">http://journal.publications.chestnet.org/data/Journals/CHEST/24233/112443.pdf</a> Accessed 8/14/13.

## **AGENDA NOTE**

MEETING DATE: March 14, 2016

PERSON PLACING ITEM ON AGENDA: Per Council comments, City Attorney

**AGENDA TOPIC:** First reading of Ordinance to amend the South Lyon Code of Ordinances to amend and add provisions prohibiting the use of vapor products and alternative nicotine delivery products on school property.

#### **EXPLANATION OF TOPIC:**

This ordinance will amend Section 58-221 to prohibit the use of vapor products and alternative nicotine delivery products on school property except as provided for in the listed exemptions.

#### MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Proposed Ordinance Amendment amending Section 58-221
- Current South Lyon Section 58-221

POSSIBLE COURSES OF ACTION: approve/deny/postpone/table first reading of proposed ordinance amendment

**RECOMMENDATION:** Approve the first reading of the ordinance amendment

**SUGGESTED MOTION:** Motion to approve the first reading of the ordinance amending Section 58-221 to prohibit the use of tobacco products, vapor products and alternative nicotine delivery products on school property.

#### ORDINANCE NO. -16

## CITY OF SOUTH LYON OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE CITY OF SOUTH LYON CODE OF ORDINANCES, CHAPTER 58 - OFFENSES AND MISCELLANEOUS PROVISIONS, ARTICLE V - OFFENSES INVOLVING MINORS, DIVISION 1 - GENERALLY, TO AMEND SECTION 58-221 - USE OF TOBACCO PRODUCTS ON SCHOOL PROPERTY TO ADD PROVISIONS PROHIBITING THE USE VAPOR PRODUCTS AND ALTERNATIVE NICOTINE DELIVERY PRODUCTS ON SCHOOL PROPERTY.

#### THE CITY OF SOUTH LYON ORDAINS:

**PART I.** Amendment to Section 58-221 - Use of Tobacco Products on School Property. Chapter 58 - Offenses and Miscellaneous Provisions, Article V - Offense Involving Minors, Division 1 - Generally, Section 58-221 - Use of Tobacco Products on School Property, of the City of South Lyon Code of Ordinances is hereby amended to read as follows:

#### **ARTICLE V. - OFFENSES INVOLVING MINORS**

#### **DIVISION 1 - GENERALLY**

## Sec. 58-221. - Use of tobacco products, vapor products and alternative nicotine delivery products on school property.

- (a) *Prohibition.* Except as otherwise provided in subsection (d) of this section, a person shall not use a tobacco product, vapor product or alternative nicotine delivery product on school property.
- (b) *Violation.* A person who violates subsection (a) of this section is guilty of a misdemeanor, punishable by a fine of not more than \$50.00.
- (c) *Definitions*. As used in this section:
  - (1) School district means a school district, local act school district, or intermediate school district, as those terms are defined in the School Code of 1976, Act Number 451 of the Public Ace of 1976, being MCL 380.1—380.1852; a joint high school district formed under part: 3A of Act Number 451 of the Public Acts of 1976, being MCL 380.171—380.187; or a consortium of cooperative arrangement consisting of any combination of these.
  - (2) School property means a building, facility, or structure and other real estate owned, leased, or otherwise controlled by a school district.

- (3) *Tobacco product* means a preparation of tobacco to be inhaled, chewed, or placed in a person's mouth.
- (4) Use a tobacco product means to smoke, chew, suck, inhale, or otherwise consume a tobacco product, vapor product, or alternative nicotine delivery product.
- (d) Exceptions. Subsection (a) of this section does not apply to that part of school property consisting of outdoor areas including, but not limited to, an open-air stadium, during either of the following time periods:
  - (1) Saturdays, Sundays, and other days on which there are no regularly scheduled school hours.
  - (2) After 6:00 p.m. on days during which there are regularly scheduled school hours.

**PART II. Severability.** Should any division, section, subsection, 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 III.** Savings Clause. The amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance.

**PART IV.** 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 V. Effective Date; Publication.** The provisions of this Ordinance shall become effective fifteen (15) days after its adoption and shall be published within fifteen (15) days of its adoption by publication of a brief notice in a newspaper circulated in the City, stating the date of enactment and the effective date of the ordinance, a brief statement as to the subject matter of this Ordinance and such other facts as the Clerk shall deem pertinent, and that a copy of the Ordinance is available for public use and inspection at the office of the City Clerk.

Made	, Passed and , 2016.	Adopted	by	the	South	Lyon	City	Council	this	 day	of
	·				Joh	nn Gale	as, Jr	., Mayor			_
					Lis	a Deat	on, Ci	ty Clerk		 <del></del>	

## Certificate of Adoption

I hereby certify that the at the regular meeting of the \$2016.	e foregoing is a true and complete copy of the ordinance adopted South Lyon City Council held on the day of
	Lisa Deaton, City Clerk
Adopted: Published: Effective:	

Sec. 58-221. - Use of tobacco products on school property.

- (a) Prohibition. Except as otherwise provided in subsection (d) of this section, a person shall not use a tobacco product on school property.
- (b) *Violation*. A person who violates subsection (a) of this section is guilty of a misdemeanor, punishable by a fine of not more than \$50.00.
- (c) Definitions. As used in this section:
  - (1) School district means a school district, local act school district, or intermediate school district, as those terms are defined in the School Code of 1976, Act Number 451 of the Public Ace of 1976, being MCL 380.1—380.1852; a joint high school district formed under part 3A of Act Number 451 of the Public Acts of 1976, being MCL 380.171—380.187; or a consortium of cooperative arrangement consisting of any combination of these.
  - (2) School property means a building, facility, or structure and other real estate owned,

- leased, or otherwise controlled by a school district.
- (3) Tobacco product means a preparation of tobacco to be inhaled, chewed, or placed in a person's mouth.
- (4) Use a tobacco product means any of the following:
  - a. The carrying by a person of a lighted cigar, cigarette, pipe, or other lighted, smoking devise.
  - b. The inhaling or chewing of a tobacco product.
  - The placing of a tobacco product within a person's mouth.
- (d) Exceptions. Subsection (a) of this section does not apply to that part of school property consisting of outdoor areas including, but not limited to, an open-air stadium, during either of the following time periods:
  - (1) Saturdays, Sundays, and other days on which there are no regularly scheduled school hours.

(2) After 6:00 p.m. on days during which there are regularly scheduled school hours.

(Ord. of 7-28-97(2), § 1(9.217))

## **AGENDA NOTE**

MEETING DATE:

March 14, 2016

PERSON PLACING ITEM ON AGENDA:

Pursuant to Council direction, Planning

Commission recommendation and City Attorney

AGENDA TOPIC:

First reading of Mobile Food Vending Ordinance

#### **EXPLANATION OF TOPIC:**

In late 2015, the Council directed that the City administration prepare and submit to the Planning Commission for review and recommendation a proposed ordinance to allow food trucks within the City South Lyon. The attached Mobile Food Vending Ordinance is the result of that process. The Planning Commission recommended approval of the proposed ordinance on February 11, 2016 subject to several text revisions and changes to the documents identifying locations on city-owned and public property where mobile food vending will be permitted. The Planning Commission directed that the areas of parking lots and street spaces adjacent or across from residential areas on Chief Kennedy's four pages of spaces/areas be eliminated and that the McHattie and Volunteer Park parking lots be open to mobile food vending. Concerns have been raised about allowing mobile food vending in the McHattie Park parking lot due limit spaces and high demand during events. Council should consider that issue.

A brief summary of the ordinance is as follows:

#### Division 1

Section 22-231 - Intent

Section 22-232 - Definitions

Section 22-233 - Permit required

Section 22-234 - Exemptions

### Division 2 - Mobile food vendor license (applies to vendors only)

Section 22-241 - Application (mobile food vendor)

Section 22-242 - Investigation

Section 22-243 - Fees

Section 22-244 – License duration – there are two 6-month periods for licenses April through October and November through March. This allows for renewal periodically without being overly burdensome on the City administration. The April to October period will likely be more popular due to the summer months.

Section 22 -245 - Licenses not transferable or assignable

Section 22-246 - License display

Section 22-247 – License denial – this lists the bases for a denial of a license, application or renewal and related procedures including an appeal to Council (this could be changed to an appeal to City Manager)

Section 22-248 – License revocation or suspension – this sets out reasons for suspension or revocation and other procedures relating to violations, etc.

Section 22-249 – Requirements and operational regulations – this section contains all the regulations on mobile food vendors and operations. This applies to both public and private property. Please review these carefully in particular subsections 8 (distance from special events), 9 (hours of operation), 10, 17, 22, 23.

Section 22-250 – Impoundment.

Section 22-251 - Other permits and licenses.

Division 3 — Mobile Food Vending Sponsor Licenses — this division applies to private property owners who want to invite and allow a licensed mobile food vendor to locate and operate on their property in the B-2 or B-3 zoning districts.

Section 22-261 – Application – basically the city needs enough information to review the site and the proposed location for a mobile food vendor unit so it can be reviewed and any problems, restrictions, or appropriate conditions can be included – or a denial if necessary.

Section 22-262 – Fees – the application should be the same as for a vendor to cover administrative costs, the license fee should be low because these applicants own property in the

Section 22-263 – license duration – one year

Section 22-264 - license not transferable or assignable

Section 22-265 - license denial

Section 22-266 - license revocation and suspension

Section 22-267 – Requirements and operational regulations – written permission from the land owner to mobile food vendor for specific dates and times must be provided. Both the vendor and the sponsor must have licenses. Only one mobile food vending unit per site at a time. Unit cannot occupy a parking space needed to meet minimum parking requirements, sponsor is responsible for making sure vendor operates in compliance with its license and the ordinance

Division 4 – Enforcement

Section 22-271 - violation is a municipal civil infraction

If this ordinance proceeds through first reading, resolutions will be needed to address application and license fees, eligible and designated public spaces and areas where mobile food vending will be allowed, and to establish applicable fire department requirements.

The City Administration will also need to create an application and a procedural review routing sheet/checklist

### MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Proposed mobile food vending ordinance
- Resolution to establish and set mobile food vending application and license fees
- Resolution to establish and designate permissible locations for mobile food vending on cityowned and public property within the City of South Lyon
- Resolution to establish Fire Department regulations and requirements pertaining too mobile food vending units and operations within the City of South Lyon

POSSIBLE COURSES OF ACTION:

approve/deny/postpone/table

RECOMMENDATION:

Approve first reading of Mobile Food Vending Ordinance

SUGGESTED MOTION:
Oordinance.

Motion to approve the first reading of the Mobile Food Vending

## SOUTH LYON POLICE DEPARTMENT

Lloyd T. Collins
Chief of Police



#### Memorandum

To: Lynne Ladner, City Manager

From: Chief Lloyd T. Collins

Subject: Mobile Food Vending

Date: March 10, 2016

I have previously been afforded the opportunity to comment on the proposed mobile food vending ordinance, as well as planned allowable parking spaces for food trucks. Following is a summary of my previous written comments.

I have reviewed Chief Kennedy's response to City Attorney Wilhelm's inquiry regarding food truck locations. I agree with most of the locations noted in his e-mail/maps. I would, however, caution against allowing food trucks to park too close to any intersection. Food trucks could cause both sight-line and turning radius issues. The sight-line problem, (for on-street parking spaces), would be exacerbated if two of more food trucks were parked in adjacent spaces. Since food trucks create a greater vision obstruction than most passenger vehicles, they should not be allowed to operate too close to intersections. One example that immediately comes to mind is south-bound Lafayette at W. Liberty. A line of food trucks in that location would obstruct vision of south-bound traffic for drivers headed east on W. Liberty. I would recommend a meeting to further discuss fire code and traffic safety concerns.

I don't see any problems with mobile food vending in the Volunteer Park lot. Food trucks, however, could cause problems in the McHattie Park parking lots. Both the north and south lots have very limited parking. Especially during baseball and softball seasons, food trucks would be taking up parking spaces that would normally be utilized by those attending games and otherwise using the park.

With respect to the Whipple Street Lot, the closest residential units are small apartments located to the east. Therefore, I recommend avoiding utilization of the eastern most row of parking spaces for mobile vendors.

## **MEMORANDUM**

TO: City Attorney Tim Wilhelm

FROM: Fire Chief Mike Kennedy

DATE: February 17, 2016

RE: Food Truck Location Recommendations

CC: City Manager Lynne Ladner, Police Chief Lloyd Collins

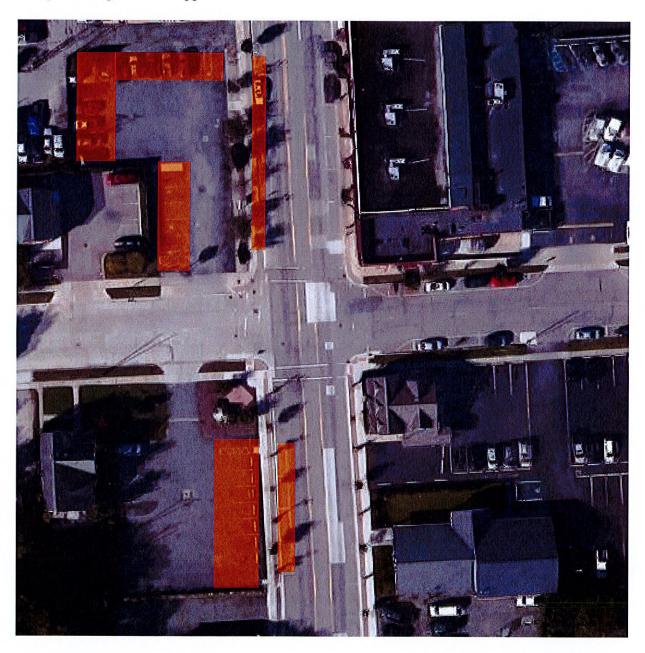
As requested, below are the recommended locations for transient food trucks. These locations would apply for trucks, trailers, or portable grills. The restrictions as outlined in the October 7, 2015 memorandum would also apply at these locations. Additionally, this activity would only be allowed in designated parking spots in the areas defined below. This document is designed to provide an approximate idea of acceptable locations. It is recommended that Oakland County GIS be used to generate more accurate maps.

- City-owned Whipple Street parking lot entire lot
- City-owned parking lot on northwest corner of Liberty and Lafayette entire lot
- City-owned Volunteer Park parking lot entire lot
- City-owner McHattie Park north and south parking lots entire lot
- Portions of city-owned "Veterans" lot on the southwest corner of Liberty and Lafayette (see attached map)
- Portions of city-owned Wells Street lot (see attached map)
- On street parking in the area of South Wells and East Liberty (see attached map)



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

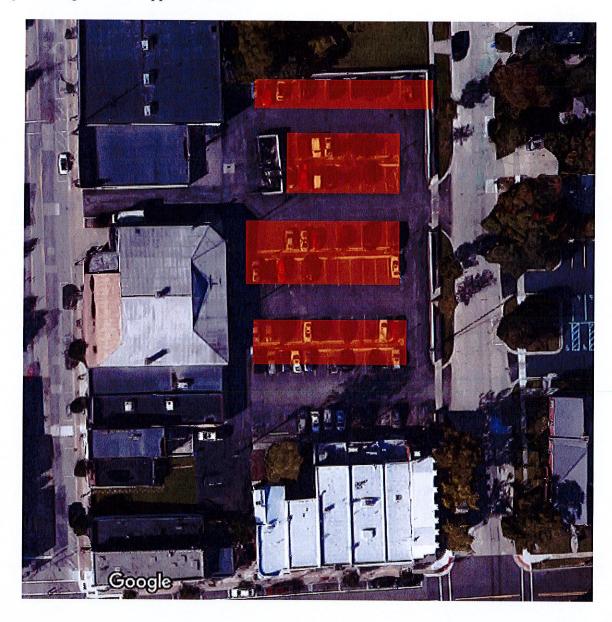
# **CITY-OWNED LOTS (LAFAYETTE and LIBERTY)**Orange shading indicates approved areas





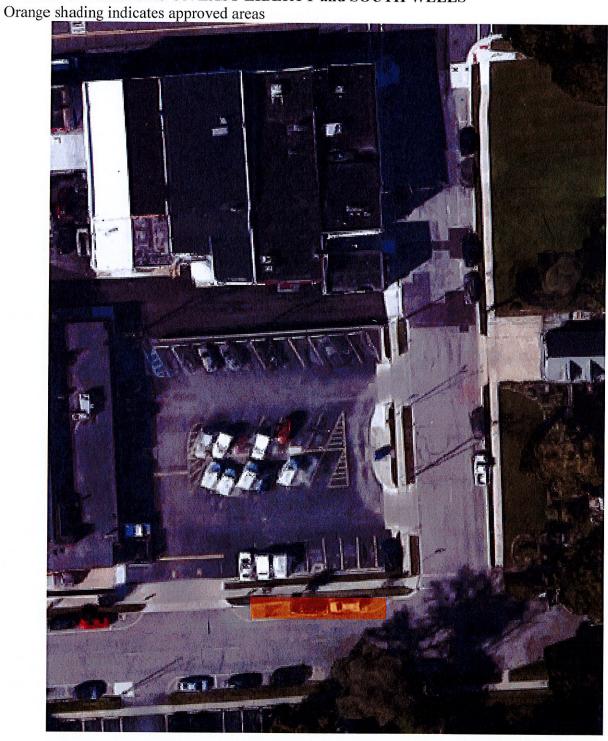
### CITY-OWNED WELLS STREET LOT

Orange shading indicates approved areas



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

### STREET LOCATIONS ON EAST LIBERTY and SOUTH WELLS



### Lynne Ladner

From:

Lloyd Collins <chief@southlyonpolice.com>

Sent:

Tuesday, March 08, 2016 4:42 PM

To:

Timothy Wilhelm; Lynne Ladner Lisa Deaton; Fire Chief; Kelly Mcintyre

Cc: Subject:

RE: South Lyon - mobile food vending locations exhibit (color)

Tim,

Thank you for forwarding a copy of the mobile food vending locations exhibit. As I advised in a prior e-mail, I believe the southernmost one or two parking spaces on southbound Lafayette, just north of W. Liberty, should not be included as allowable spaces. Since food trucks create a greater vision obstruction than most passenger vehicles, they should not be allowed to operate too close to intersections. A line of food trucks in that location would obstruct vision of south-bound traffic for drivers headed east on W. Liberty.

#### Lloyd



From: Timothy Wilhelm [mailto:twilhelm@jrsjlaw.com]

**Sent:** Tuesday, March 08, 2016 2:05 PM **To:** Lynne Ladner (<u>lladner@southlyonmi.org</u>)

Cc: Lisa Deaton; Mike Kennedy (firechief@southlyonmi.org) (firechief@southlyonmi.org); Lloyd Collins; Kelly Mcintyre

Subject: South Lyon - mobile food vending locations exhibit (color)

Attached is the location exhibit in color.

Timothy S. Wilhelm



Johnson, Rosati, Schultz & Joppich, P.C. 27555 Executive Drive, Suite 250 Farmington Hills, MI 48331

Phone: (248) 489-4100; Fax: (248) 489-1726

Email: twilhelm@jrsjlaw.com Website: www.jrsjlaw.com

The information contained in this communication is intended for the use of the recipient named above and contains confidential and legally privileged information. If the reader of this communication is not the intended recipient, do not read, copy, disseminate or distribute it. You are hereby notified that any dissemination, distribution, or copying of this communication, or any of its contents, is strictly prohibited. If you have received this communication in error, please re-send this


communication to the sender and delete the original message and any copy of it from your computer system. If you need any additional information, please contact the sender at (248) 489-4100. Thank you.

#### ORDINANCE NO. \_\_-16

# CITY OF SOUTH LYON OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE CITY OF SOUTH LYON CODE OF ORDINANCES, CHAPTER 22 – BUSINESSES, TO ADD ARTICLE IX - MOBILE FOOD VENDING, SECTIONS 22-231 THROUGH 22-279, SETTING FORTH REGULATIONS CONCERNING THE LICENSING AND OPERATIONS OF MOBILE FOOD VENDING UNITS AND MOBILE FOOD VENDORS

#### THE CITY OF SOUTH LYON ORDAINS:

**PART I.** Amendment to Chapter 22. Chapter 22— Businesses, is amended to add the following Article IX - Mobile Food Vending, Sections 22-231 through 22-279 as follows:

ARTICLE IX. - MOBILE FOOD VENDING.

DIVISION 1 - Generally.

Sec. 22-231, - Intent.

- (a) To provide for the regulation of mobile food vendors and mobile food vending operations and activities.
- (b) To allow mobile food vendors an opportunity to operate in the City of South Lyon on designated public property and on private property in the B-2 and B-3 districts subject to these regulations.
- (c) To offer a variety of food for sale through mobile food vendors for consumption by the public.
- (d) To ensure the highest quality offerings of food for sale to the public.
- (e) To ensure that mobile food vendors add to the vibrancy, vitality, desirability, and aesthetic appeal of the City.
- (f) To balance the interests of existing food establishments and other businesses in the City, residents, and mobile food vendors, and the public desiring additional options for food service in the City of South Lyon.
- (g) To ensure mobile food vendors meet all applicable federal, state, county and local laws, ordinances, and health codes.
- (h) To protect the public health safety and welfare.

Sec. 22-232. – Definitions,

- (a) <u>Mobile Food Vending</u> shall mean vending, serving, or offering for sale food and/or beverages from a mobile food vending unit which meets the definition of a Food Service Establishment under Public Act 92 of 2000, including a mobile food establishment.
- (b) <u>Mobile Food Vending Unit</u> shall mean any motorized or non-motorized vehicle, trailer, cart, stand, or other device designed to be portable and not permanently attached to the ground from which food is vended, served, or offered for sale.
- (c) <u>Vendor</u> shall mean any individual engaged in mobile food vending; if more than one individual is operating a single stand, cart or other means of conveyance, then vendor shall mean all individuals operating such single stand, cart or other means of conveyance.
- (d) <u>Operate</u> shall mean all activities associated with the conduct of business of a mobile food vending unit, including set up and take down and/or actual hours where the mobile food vending unit is open for business.
- (e) City shall mean the City of South Lyon.

Sec. 22-233. – Permit required.

No person shall engage in mobile food vending without first obtaining a license from the City authorizing mobile food vending and obtaining required licenses or permits required by state or local laws and codes. A private property owner shall not allow mobile food vending on its site without first obtaining a mobile food vending sponsor license from the City Clerk. The City Clerk shall prescribe the forms of such licenses and applications for such licenses.

Sec. 22-234. – Exemptions.

- (a) A person exempt from the licensing requirements of this ordinance under state or federal law.
- (b) A person engaging in mobile food vending at a farmers market, special event, festival, block party, or other event approved and permitted by the City of South Lyon.

Sec. 22-235 through 22-240 - Reserved.

DIVISION 2 - Mobile Food Vendor License

Sec. 22-241. — Application.

(a) A person desiring to engage in mobile food vending in the City must submit to the City Clerk the required non-refundable application fee along with a written, sworn application, signed by the applicant, if an individual, or if a business entity, by a person with authority on behalf of a business entity, on a form to be furnished by the City Clerk, which shall contain the following information:

- (1) The applicant's full legal name, date of birth, current address, telephone number and email address, and a copy of the individual's driver's license, operator's license or state identification card with photograph, or other photograph identification acceptable to the City.
- (2) If the applicant is not an individual person, the applicant shall provide a list of all individuals who will be vending on its behalf, including each individual's full legal name, date of birth, current address, telephone number, and a copy of the individual's driver's license, operator's license or state identification card with photograph, or other photograph identification acceptable to the City, and relationship to the applicant.
- (3) The name under which the mobile food vendor will be doing business.
- (4) A description of food and beverages to be offered for sale from the mobile food vending unit.
- (5) A description and photograph of the mobile food vending unit, including height, width and length dimensions.
- (6) The proposed location(s) at which the applicant proposes and intends to engage in mobile food vending.
- (7) Proposed hours of operation, by date as applicable.
- (8) Copies of county health department mobile food establishment permit/license, and/or other permits/licenses.
- (9) A description of the heating sources and cooking equipment contained in the mobile food vending unit.
- (10) A description of the sanitation and hand-washing equipment in the mobile food vending unit.
- (11) A description of how and where waste water or grey water utilized or generated in the operation of the mobile food vending unit will be disposed.
- (12) A description of how and where waste, garbage, trash, refuse, litter, and debris generated in the operation of the mobile food vending unit will be disposed.
- (13) A description of any sources of electricity, water, or other utilities and whether such are self-contained in the mobile food vending unit.
- (14) A statement whether external electrical power or other utilities are needed, and if so, a description of such utilities and how they will be provided and written consent from the property owner from whom the utilities will be obtained.
- (15) If the mobile food vending unit is a licensed motor vehicle, proof of vehicle registration with the State of Michigan and proof of motor vehicle or other

- applicable insurance for the unit in an amount meeting State of Michigan minimum requirements.
- (16) Proof of a comprehensive general liability policy written on an occurrence basis having policy limits of no less than \$1,000,000 per occurrence. A certificate of insurance naming the City as an additional insured shall be filed by the licensee with the approved application. The certificate shall provide that the City will receive 30 days written notice of cancellation or non-renewal.
- (17) Signed indemnity and hold harmless agreement.
- (18) A statement whether the applicant has ever had a mobile food vendor or similar food vending license or permit denied, revoked or suspended, and if so, the date, the jurisdiction and a statement of the reasons for the action.
- (19) A statement as to whether or not the applicant, or any person listed on the application who may be vending on applicant's behalf, has been convicted of a crime, and, if so, the nature of the offense.
- (20) Any other information or documentation requested by the City Clerk.
- (b) Any change in the information provided in the application shall be provided to the City Clerk within ten (10) calendar days of any such change.

#### Sec. 22-242 - Investigation.

Upon receipt of an application for a mobile food vendor license, an investigation of the applicant shall be conducted for the protection of the public good which may include, but is not limited to, a review of the applicant's background (including other listed individuals), an inspection of the mobile food vending unit and proposed operation locations, a review of the completeness of the application and its compliance with applicable laws, regulations and requirements.

#### Sec. 22-243. – Fees.

- (a) Application Fee. An application for a mobile food vending license shall be accompanied by the required application fee in an amount established by City Council resolution which shall be non-refundable.
- (b) License Fee. Each applicant to whom a license is granted shall pay a nonrefundable license fee in an amount established by City Council resolution.
- (c) There shall be no proration of fees.
- (d) No license fee shall be charged to any honorably discharged veteran of the United States military who is a resident of the State of Michigan and submits official documentation evidencing such to the City Clerk.

#### Sec. 22-244. – License duration.

Mobile food vendor licenses issued by the City Clerk shall be valid for six (6) calendar months and shall be issued and valid for either the period April 1 to October 31 or November 1 to March 31 unless otherwise revoked or suspended.

Sec. 22-245. – License non-transferable; non-assignable.

Mobile food vendor licenses are not transferable or assignable.

Sec. 22-246. – License display.

A mobile food vendor license issued to a mobile food vendor shall be displayed on the mobile vending unit so licensed and shall be produced upon request of any law enforcement officer, City code inspector, county health inspector, or authorized individual or entity. Any required health code permits, licenses, or certificates, including health inspection certificates, shall also be displayed on the mobile vending unit.

Sec. 22-247. - License denial.

- (a) Any application may be denied for any of the following reasons:
  - (1) Incomplete application.
  - (2) Failure to pay the required fees.
  - (3) Fraud, misrepresentation, or false statement contained in the application.
  - (4) Failure to comply with or a violation of applicable federal, state and local laws, ordinances and health codes.
  - (5) Failure to comply with or a violation of the provisions of this ordinance.
  - (6) Operating a mobile food vending unit or engaging in mobile food vending contrary to or in violation of conditions of the mobile food vendor license.
  - (7) Operating a mobile food vending unit or engaging in mobile food vending in a manner which creates a public nuisance or constitutes a danger to the public health, safety and welfare.
  - (8) Having a mobile food vendor license revoked or suspended within the previous year.
  - (9) Recommendation for denial from City department heads or staff, including Police Chief, Fire Chief, and Building Official or their designees.
  - (10) Failure to comply with or a violation of applicable fire department and fire code requirements.
  - (11) Conviction of an offense that may jeopardize the public health, safety and welfare.

- (12) Prior conduct or a history of conduct which may be detrimental to the public health, safety and welfare.
- (13) Other reasons necessary to protect the public health, safety and welfare consistent with the purposes of this ordinance.
- (b) If an application is denied, the City Clerk shall provide the applicant written notice by personal service or by first class mail at the address listed in the application stating the reasons for the denial.
- (c) An applicant who is denied a mobile food vending license may appeal to the City Council by filing a written notice of appeal with the City Clerk within 14 days after the date of the written notice of the denial was issued. The City Council shall hear and determine the appeal and its decision shall be final.

### Sec. 22-248. - License suspension or revocation.

- (a) A license may be suspended or revoked for a period up to one (1) year any of the following reasons:
  - (1) Fraud, misrepresentation, or false statement contained in the application.
  - (2) Failure to comply with or a violation of applicable federal, state and local laws, ordinances and health codes.
  - (3) Failure to comply with or a violation of the provisions of this ordinance.
  - (4) Operating a mobile food vending unit or engaging in mobile food vending contrary to or in violation of conditions of the mobile food vending license.
  - (5) Operating a mobile food vending unit or engaging in mobile food vending in a manner which creates a public nuisance or constitutes a danger to the public health, safety and welfare.
  - (6) Having a mobile food vendor license issued revoked or suspended within the previous year.
  - (7) Failure to comply with or a violation of applicable fire department and fire code requirements.
  - (8) Conviction of an offense that may jeopardize the public health, safety and welfare.
  - (9) Prior conduct or history of conduct which may be detrimental to the public health, safety and welfare.
  - (10) Other reasons necessary to protect the public health, safety and welfare consistent with the purposes of this ordinance.

- (b) In determining an appropriate administrative sanction, the City Manager or his or her designee may consider the following factors: nature and timing of prior warnings; date(s) of violation; previous violations; duration of license; complaints; investment in business; circumstances of the violation; punishment imposed for previous violations; cooperation with City officials; and other aggravating or mitigating circumstances directly relating to any violation. If the City Manager or his or her designee determines that a license should be revoked or suspended, the City Manager or his or her designee shall provide the licensee written notice by personal service or by first class mail at the address listed in the application stating the action taken and the reasons for the action.
- (c) A licensee whose mobile food vending license is suspended or revoked may appeal to the City Council by filing a written notice of appeal with the City Clerk within 14 days after the date of the written notice of action was issued. The City Council shall hear and determine the appeal and its decision shall be final.
- (d) It shall be unlawful for any person to engage in mobile food vending or operate a mobile food vending unit while the mobile food vendor license is suspended or revoked. No license which has been suspended or revoked shall be reinstated until the required reinstatement fee has been paid.

Sec. 22-249. – Requirements and operational regulations.

Mobile food vendors, mobile food vending units, and mobile food vending shall comply with the following requirements and regulations:

- (a) If on public or City-owned or controlled property, the mobile food vendor may only locate and operate on such property as designated in a resolution adopted by City Council for mobile food vending operations.
- (b) If located on a public street in designated areas and spaces, vendors shall conform to and comply with all applicable parking regulations.
- (c) If located on a public street, food service shall be provided on the non-driving lane side of the mobile food vending unit.
- (d) If on private property zoned B-2 Central Business District or B-3 General Business District, the mobile food vendor may only locate the mobile food vending unit and operate at the location on the site designated and approved in the sponsor's license.
- (e) If operating on private property zoned B-2 Central Business District or B-3 General Business District, ensure that the private property owner has provided the vendor with written permission to operate on the private property on the applicable date(s) including hours of operation, and ensure that the private property owner has also obtained a mobile food vending sponsor license from the City, and the vendor may operate only at and on the locations designated and approved in the sponsor's license.
- (f) A mobile food vending unit and its operations shall not block or impair vehicular or pedestrian travel.

- (g) Mobile food vending is prohibited in residential zones, except pursuant to a special event permit or other City approval.
- (h) A mobile food vending unit shall not operate within 500 feet of a farmers market, block party, street fair, public festival, or special event approved by the City without the written consent of the event permit holder or sponsor.
- (i) Mobile food vending operations shall be permitted during the hours of 7 a.m. and 11 p.m. unless other hours are designated in a mobile food vendor license, as permitted for mobile food vending operations on a sponsor site consistent with the sponsor's hours of business and applicable licenses, or as otherwise provided for in writing by the City Manager.
- (j) No mobile food vending unit may be left unattended for more than two (2) hours; and any mobile food vending unit not in operation shall be removed between the hours of 11 p.m. and 7 a.m.
- (k) No food shall be prepared, sold, or displayed outside of the mobile food vending unit except as permitted pursuant to a County Health Department permit, license or approval.
- (i) No outdoor cooking facilities, including grills, not contained in the mobile food vending unit are permitted.
- (m)Waste receptacles must be provided and all trash, garbage, refuse, litter, debris and all other waste attributable to the mobile food vending operations must be removed and properly disposed of at the end of the hours of operation each day. Trash and waste from mobile food vending operations may not be disposed of in public and City-owned waste receptacles.
- (n) Tables, chairs, benches, umbrellas or other seating or dining equipment or items are prohibited.
- (o) All power sources must be self-contained and no electric or power cables or utilities equipment shall be extended to cross any public street, alley or sidewalk unless approved in the permit.
- (p) All materials and supplies related to the mobile food vending operation must be stored in the mobile food vending unit.
- (q) A mobile food vendor may have one portable sign that is no more than six square feet in area or a sandwich board sign with two faces that are no more than six square feet in area. The portable sign must be located within five feet of the unit. Under no circumstances shall such sign be placed upon the sidewalk or impede pedestrian and/or vehicle traffic and/or safety.
- (r) Flashing, blinking or strobe lights are prohibited. All exterior lights over 60 watts shall contain opaque, hood shields to direct the illumination downward.

- (s) Loud music, amplification devices and other audible methods to gain attention which causes a disruption or safety hazard as determined by the City are prohibited. All noises and sounds from and created by the mobile food vending unit must comply with the City noise ordinance. Unreasonable or excessive noise is prohibited.
- (t) Mobile food vending units and operations must comply with the City's noise ordinance, sign ordinance, and all other City ordinances.
- (u) Mobile food vending units and operations must comply with all applicable federal, state and county laws, regulations and codes.
- (v) A licensed mobile food vendor, shall, to the fullest extent permitted by law, indemnify, hold harmless and defend the City, its elected officials, officers, employees, agents and insurers from and against any liability, claims, losses, costs, and expenses and attorneys fees arising from the vendor's use of public or city-owned or city-controlled property and its mobile food vending unit and operations.
- (w) A licensed mobile food vendor shall obtain and maintain during the term of the license a comprehensive general liability policy written on an occurrence basis having policy limits of no less than \$1,000,000 per occurrence. A certificate of insurance naming the City as an additional insured shall be filed by the licensee with the approved application. The certificate shall provide that the City will receive 30 days written notice of cancellation or non-renewal.

Sec. 22-250. - Impoundment.

Any mobile food vending unit and/or equipment not in compliance with this ordinance or left unattended on public, city-owned or city-controlled property may be ticketed and impounded at the owner's and/or vendor's expense.

Sec. 22-251. – Other permits and licenses.

A license obtained under this ordinance shall not relieve a person of the responsibility for obtaining any other licenses, approvals, or authorizations required by any other ordinance, statute, code or regulation.

Sec. 22-252 through 22-260. Reserved.

DIVISION 3 - Mobile Food Vending Sponsor License.

Sec. 22-261. - Application.

An owner of private property in the B-2 Central Business district or B-3 General Business district desiring to obtain a license to allow a licensed mobile food vendor to operate on its site must submit to the City Clerk the required non-refundable application fee along with a written, sworn application, signed by the owner, if an individual, or if a business entity, by a person with authority on behalf of a business entity, on a form to be furnished by the City Clerk, which shall contain the following information:

- (a) The applicant's name, current address and date of birth.
- (b) Property address.
- (c) Zoning district.
- (d) Sketch plan of proposed location for a licensed mobile food vending unit.
- (e) Proposed hours of operation, including days and frequency of operations.
- (f) A description of how and where waste, garbage, refuse, litter, and other debris from the mobile food vending operation will be disposed of and whether it will be disposed of on the sponsor's site.
- (g) A description of how and where grey or waste water from the mobile food vending operation and unit will be disposed of and whether it will be disposed of on the sponsor's site.
- (h) A description of any electric, water or sanitary sewer utilities or services that will be provided to the unit by the property owner.
- (i) Proof of a comprehensive general liability policy written on an occurrence basis having policy limits of no less than \$1,000,000 per occurrence. A certificate of insurance naming the City as an additional insured shall be filed by the licensee with the approved application. The certificate shall provide that the City will receive 30 days written notice of cancellation or non-renewal.
- (j) Signed indemnity and hold harmless agreement.
- (k) Any other information or documentation requested by the City Clerk.
- (I) Any change in the information provided in the application shall be provided to the City Clerk within ten (10) calendar days of any such change.

#### Sec. 22-262. - Fees.

- (a) Application Fee. An application for a mobile food vending sponsor license shall be accompanied by the required application fee in an amount established by City Council resolution which shall be non-refundable.
- (b) License Fee. Each applicant to whom a license is granted shall pay a nonrefundable license fee in an amount established by City Council resolution.
- (c) There shall be no proration of fees.

#### Sec. 22-263. - License duration.

Mobile food vending sponsor licenses issued by the City Clerk shall be valid for twelve (12) calendar months from April 1 to March 31, unless otherwise revoked or suspended.

Sec. 22-264. – License non-transferable; non-assignable.

Mobile food vending sponsor licenses are not transferable or assignable.

Sec. 22-265. – License denial.

- (a) Any application may be denied for any of the following reasons:
  - Incomplete application.
  - (2) Failure to pay the required fees.
  - (3) Fraud, misrepresentation, or false statement contained in the application.
  - (4) Failure to comply with or a violation of applicable federal, state and local laws, ordinances and health codes.
  - (5) Failure to comply with or a violation of the provisions of this ordinance.
  - (6) Allowing mobile food vending on the site contrary to or in violation of this ordinance or the conditions of the mobile food vendor license or the mobile food vending sponsor license.
  - (7) Allowing mobile food vending on the site in a manner which creates a public nuisance or constitutes a danger to the public health, safety and welfare.
  - (8) Having a mobile food vending sponsor license revoked or suspended within the previous year.
  - (9) Recommendation for denial from City department heads or staff, including Police Chief, Fire Chief, and Building Official or their designees.
  - (10) Failure to comply with applicable fire department and fire code requirements.
  - (11) Failure to meet minimum parking requirements.
  - (12) Failure to meet applicable zoning requirements.
  - (13) Conviction of an offense that may jeopardize the public health, safety and welfare.
  - (14) Prior conduct or history of conduct which may be detrimental to the public health, safety and welfare.
  - (15) Other reasons necessary to protect the public health, safety and welfare consistent with the purposes of this ordinance.
- (b) If an application is denied, the City shall provide the applicant written notice by personal service or by first class mail at the address listed in the application stating the reasons for the denial.

(c) Applicants who are denied mobile food vending sponsor licenses may appeal to the City Council by filing a written notice of appeal with the City Clerk within 14 days after the date of the written notice of denial. The City Council shall hear and determine the appeal and its decision shall be final.

#### Sec. 22-266. - License suspension or revocation.

- (a) Any license may be suspended or revoked for a period up to one (1) year any of the following reasons:
  - (1) Fraud, misrepresentation, or false statement contained in the application.
  - (2) Failure to comply with or a violation of applicable federal, state and local laws, ordinances and health codes.
  - (3) Failure to comply with or a violation of the provisions of this ordinance.
  - (4) Allowing the operation of a mobile food vending unit on the sponsor's property contrary to or in violation of this ordinance or the conditions of the mobile food vendor license or the sponsor license.
  - (5) Allowing the operation of a mobile food vending unit on the sponsor's property in a manner which creates a public nuisance or constitutes a danger to the public health, safety and welfare.
  - (6) Allowing a mobile food vendor or person to engage in mobile food vending or to operate a mobile food vending unit without a license from the City.
  - (7) Failure to comply with applicable fire department and fire code requirements.
  - (8) Other reasons necessary to protect the public health, safety and welfare consistent with the purposes of this ordinance.
- (b) In determining an appropriate administrative sanction, the City manager or his or her designee may consider the following factors: nature and timing of prior warnings; date(s) of violation; previous violations; duration of license; investment in business; circumstances of the violation; punishment imposed for previous violations; cooperation with City officials; and other aggravating or mitigating circumstances directly relating to any violation. If the City Manager or his or her designee determines that a license should be revoked or suspended, the City Manager or his or her designee shall provide the licensee written notice by personal service or by first class mail at the address listed in the application stating the action taken and stating the reasons for the action.
- (c) A sponsor whose mobile food vending sponsor license is suspended or revoked may appeal to the City Council by filing a written notice of appeal with the City Clerk within 14 days after the date of the written notice of action was issued. The City Council shall hear and determine the appeal and its decision shall be final.

(d) It shall be unlawful for a sponsor to allow mobile food vending on its property while the mobile food vending sponsor license is suspended or revoked. No sponsor license which has been suspended or revoked shall be reinstated until the required reinstatement fee has been paid.

Sec. 22-267. - Requirements and operational regulations.

Mobile food vending sponsors shall comply with the following requirements and regulations:

- (a) A sponsor must provide a licensed mobile food vendor with written permission to operate on the sponsor's property specifying the dates and hours of operation permitted by the sponsor.
- (b) If operating on a sponsor's property within a B-2 or B-3 zoning district, a mobile food vending unit may only locate and operate at the approved location(s) designated in the mobile food vending sponsor license.
- (c) Only one mobile food vending unit may operate on a sponsor property at a time unless approved through a special event permit.
- (d) A mobile food vending unit shall not be located in or operate in a parking space required to meet the property's minimum parking requirement.
- (e) Comply with applicable fire department and fire code requirements.
- (f) A mobile food vending unit shall not block or impede vehicular or pedestrian traffic or movement on the sponsor property.
- (g) A mobile food vending unit may not operate beyond the business hours of operation on the sponsor property unless approved by the City.
- (h) Comply with the City's noise ordinance, sign ordinance, and all other City ordinances.
- (i) Comply with all applicable federal, state and county laws, regulations and codes.
- (j) A licensed mobile food vendor, shall, to the fullest extent permitted by law, indemnify, hold harmless and defend the City, its elected officials, officers, employees, agents and insurers from and against any liability, claims, losses, costs, and expenses and attorneys fees arising from the vendor's use of public or city-owned or city-controlled property and its mobile food vending operations.
- (k) A licensed mobile food vendor shall obtain and maintain during the term of the license a comprehensive general liability policy written on an occurrence basis having policy limits of no less than \$1,000,000 per occurrence. A certificate of insurance naming the City as an additional insured shall be filed by the licensee with the approved application. The certificate shall provide that the City will receive 30 days written notice of cancellation or non-renewal.

(i) A mobile food vending sponsor shall be responsible for and ensure that a mobile food vendor and/or mobile food vending unit operating on its property complies with all requirements of this ordinance and the vendor's license while located or operating on sponsor's property.

Sec. 22-268 through 22-270. Reserved.

DIVISION 4 - Enforcement.

Sec. 22-271. - Municipal civil infractions.

A person who violates any provision of this ordinance is responsible for a municipal civil infraction and upon a determination of responsibility thereto shall be punished as provided for in Section 1-14 of this Code. Each day a violation exists and continues shall constitute a separate offense.

Sec. 22-272 through 22-279. Reserved.

**PART IV.** Severability. Should any division, section, subsection, 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 V.** Savings Clause. The amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance.

**PART VI.** 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 VII. Effective Date; Publication.** The provisions of this Ordinance shall become effective fifteen (15) days after its adoption and shall be published within fifteen (15) days of its adoption by publication of a brief notice in a newspaper circulated in the City, stating the date of enactment and the effective date of the ordinance, a brief statement as to the subject matter of this Ordinance and such other facts as the Clerk shall deem pertinent, and that a copy of the Ordinance is available for public use and inspection at the office of the City Clerk.

	Made,	Passed , 201	Adopted	by	the	South	Lyon	City	Council	this		day	of
						Joh	n Gale	as, Jr	., Mayor				_
,						Lisa	a Deate	on, Ci	ty Clerk		. ,.		_

Certificate of Adoption

I hereby certify that the foregoing is a true at the regular meeting of the South Lyon City Cou 2016.	and complete copy of the ordinance adopted ncil held on the,
	Lisa Deaton, City Clerk
Adopted: Published: Effective:	

mobile food vending ordinance - 2016-03-08.docx

#### RESOLUTION NO. \_\_\_-16

# CITY OF SOUTH LYON OAKLAND COUNTY, MICHIGAN

RESOLUTION TO ESTABLISH MOBILE FOOD VENDING APPLICATION AND LICENSE FEES.

WHEREAS, the City of South Lyon has adopted an ordinance amending the City of South Lyon Code of Ordinances setting forth regulations concerning mobile food vending and the licensing and operations of mobile food vendors and mobile food vending units;

WHEREAS, the City desires to establish and set applicable application and licensing fees relating to mobile food vending;

NOW, THEREFORE, BE IT RESOLVED, that the City of South Lyon hereby establishes and sets the following application and licensing fees relating to mobile food vending:

į	a.	Mobile Food Vendor License Application fee - \$
,	b.	Mobile Food Vendor License Renewal Application fee - \$
	c.	Mobile Food Vendor License fee - \$ per six-month license period
	d.	Mobile Food Vending Sponsor Application fee - \$
	e.	Mobile Food Vending Sponsor Renewal Application fee - \$
	f.	Mobile Food Vending Sponsor License fee - \$ per annual license period
Council Me	emb	egular meeting of the City of South Lyon City Council, a motion was made by per, supported by Council Member, above resolution.
Nays: Absent:		
RESOLUTIO	ON	DECLARED [ADOPTED/FAILED] on this day of, 2016.
		CERTIFICATION
I certify th	nat	this resolution was duly adopted by the City Council of the City of South Lyon on , 2016.

Lisa Deaton City Clerk South Lyon

#### RESOLUTION NO. \_\_\_-16

# CITY OF SOUTH LYON OAKLAND COUNTY, MICHIGAN

RESOLUTION TO ESTABLISH PERMISSIBLE LOCATIONS FOR MOBILE FOOD VENDING ON CITY-OWNED AND PUBLIC PROPERTY WITHIN THE CITY OF SOUTH LYON.

WHEREAS, the City of South Lyon has adopted an ordinance amending the City of South Lyon Code of Ordinances setting forth regulations concerning mobile food vending and the licensing and operations of mobile food vendors and mobile food vending units;

WHEREAS, the City desires to establish the permissible locations for mobile food vending, mobile food vendors, operations and units on City-owned and public property within the City of South Lyon;

NOW, THEREFORE, BE IT RESOLVED, that the City of South Lyon hereby establishes the permissible locations for mobile food vending, mobile food vendors, operations and units on City-owned and public property within the City of South Lyon listed on the attached <u>Exhibit A</u>.

At a regular meeting of the City of South Lyon City Council, a motion was made by Council Member, supported by Council Member, to adopt the above resolution.
Ayes: Nays: Absent:
RESOLUTION DECLARED [ADOPTED/FAILED] on this day of, 2016.
CERTIFICATION
I certify that this resolution was duly adopted by the City Council of the City of South Lyon on, 2016.
Lisa Deaton

Lisa Deaton City Clerk South Lyon



### **MEMORANDUM**

TO:

City Attorney Tim Wilhelm

FROM:

Fire Chief Mike Kennedy

DATE:

February 17, 2016

RE:

Food Truck Location Recommendations

CC:

City Manager Lynne Ladner, Police Chief Lloyd Collins

As requested, below are the recommended locations for transient food trucks. These locations would apply for trucks, trailers, or portable grills. The restrictions as outlined in the October 7, 2015 memorandum would also apply at these locations. Additionally, this activity would only be allowed in designated parking spots in the areas defined below. This document is designed to provide an approximate idea of acceptable locations. It is recommended that Oakland County GIS be used to generate more accurate maps.

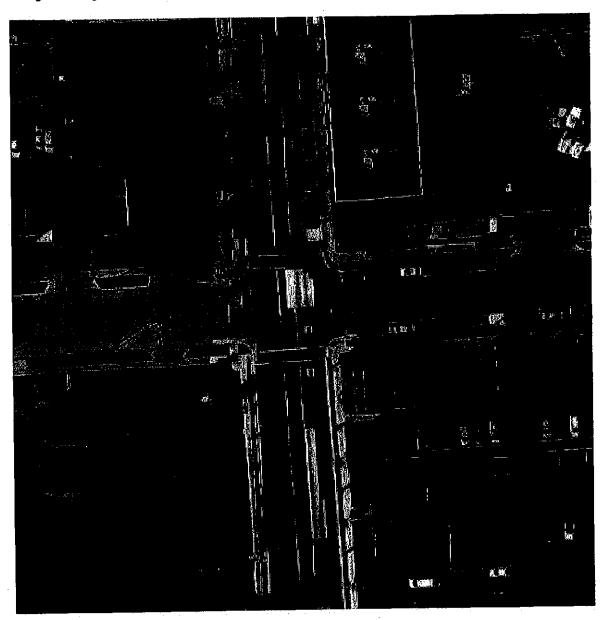
• City-owned Whipple Street parking lot - entire lot

- City-owned parking lot on northwest corner of Liberty and Lafayette entire lot
- City-owned Volunteer Park parking lot entire lot
- City-owner McHattie Park north and south parking lots entire lot
- Portions of city-owned "Veterans" lot on the southwest corner of Liberty and Lafayette (see attached map)
- Portions of city-owned Wells Street lot (see attached map)
- On street parking in the area of South Wells and East Liberty (see attached map)



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

# CITY-OWNED LOTS (LAFAYETTE and LIBERTY) Orange shading indicates approved areas

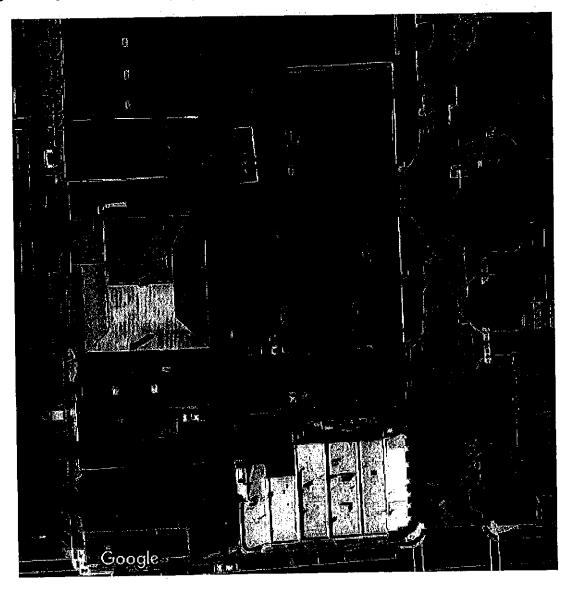




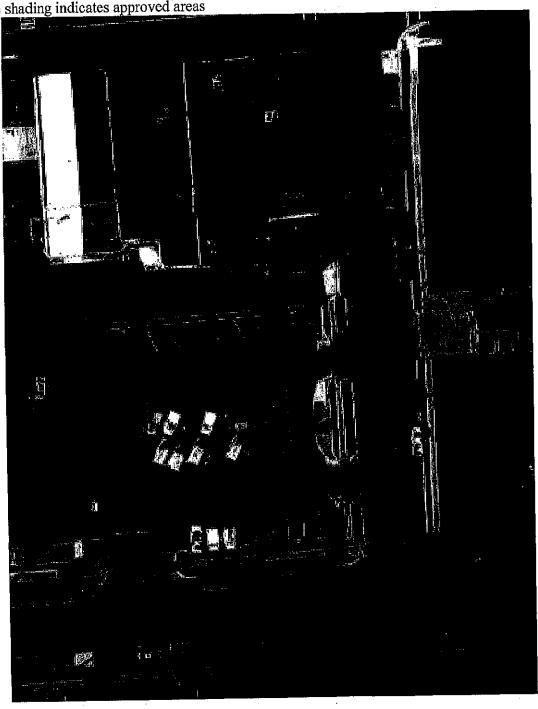
217 Whipple Street, South Lyon, MI 48178 Phone: 248-437-2616 Fax: 248-437-3025 southlyonfire.com

### CITY-OWNED WELLS STREET LOT

Orange shading indicates approved areas



217 Whipple Street, South Lyon, MI 48178
Phone: 248-437-2616 Fax: 248-437-3025
southlyonfire.com
STREET LOCATIONS ON EAST LIBERTY and SOUTH WELLS
Orange shading indicates approved areas



#### RESOLUTION NO. \_\_-16

# CITY OF SOUTH LYON OAKLAND COUNTY, MICHIGAN

RESOLUTION TO ESTABLISH FIRE DEPARTMENT REGULATIONS AND REQUIREMENTS PERTAINING TO MOBILE FOOD VENDING UNITS AND OPERATIONS WITHIN THE CITY OF SOUTH LYON.

WHEREAS, the City of South Lyon has adopted an ordinance amending the City of South Lyon Code of Ordinances setting forth regulations concerning mobile food vending and the licensing and operations of mobile food vendors and mobile food vending units;

WHEREAS, the City desires to establish and set applicable Fire Department regulations and requirements pertaining to mobile food vending, mobile food vendors and mobile food vending units;

NOW, THEREFORE, BE IT RESOLVED, that the City of South Lyon hereby establishes and sets the Fire Department regulations and requirements pertaining to mobile food vending, mobile food vendors and mobile food vending units attached as <a href="Exhibit A">Exhibit A</a>:

Lisa Deaton City Clerk South Lyon

#### RESOLUTION NO. \_\_-16

# CITY OF SOUTH LYON OAKLAND COUNTY, MICHIGAN

RESOLUTION TO ESTABLISH FIRE DEPARTMENT REGULATIONS AND REQUIREMENTS PERTAINING TO MOBILE FOOD VENDING UNITS AND OPERATIONS WITHIN THE CITY OF SOUTH LYON.

WHEREAS, the City of South Lyon has adopted an ordinance amending the City of South Lyon Code of Ordinances setting forth regulations concerning mobile food vending and the licensing and operations of mobile food vendors and mobile food vending units;

WHEREAS, the City desires to establish and set applicable Fire Department regulations and requirements pertaining to mobile food vending, mobile food vendors and mobile food vending units;

NOW, THEREFORE, BE IT RESOLVED, that the City of South Lyon hereby establishes and sets the Fire Department regulations and requirements pertaining to mobile food vending, mobile food vendors and mobile food vending units attached as <a href="Exhibit A">Exhibit A</a>:

At a regu Council Member to adopt the abo	ular meeting of the City of South Lyon City Council, a motion was supported by Council Member, supported by Council Member, supported by Council Member,	as made by
Ayes: Nays: Absent:		
RESOLUTION DE	ECLARED [ADOPTED/FAILED] on this day of,	2016.
	CERTIFICATION	
I certify that this	is resolution was duly adopted by the City Council of the City of So , 2016.	uth Lyon on
Lisa Deaton City Clerk		

South Lyon



# **MEMORANDUM**

TO:

City Manager Lynne Ladner, Temporary City Manager Lloyd Collins

FROM:

Fire Chief Mike Kennedy

DATE:

October 7, 2015

RE:

Transient Merchant Fire Code Requirements

Below are the fire code requirements for transient merchants with cooking equipment. These requirements would apply for trucks, trailers, or portable grills.

#### FIRE EXTINGUISHERS

 All vendors are required to have at least one fire extinguisher with a minimum rating of 2A:10B:C with a current inspection/service (12 months) tag from a licensed fire extinguisher company. The fire extinguisher shall be visible and unobstructed.

• Cooking equipment involving vegetable or animal oils and fats shall be protected by a Class K rated portable extinguisher. The fire extinguisher shall have a current inspection/service (12 months) tag from a licensed fire extinguisher company.

#### FIRE EXTINGUISHING SYSTEMS

A Type I hood shall be installed at or above all commercial cooking appliances and
domestic cooking appliances used for commercial purposes that produce grease vapors. A
Type I hood system shall be equipped with an automatic fire extinguishing system. The fire
extinguishing system shall have a current inspection/service (6 months) tag from a licensed
fire extinguisher company.

• Examples of cooking appliances that require a Type I Hood with Fire Extinguishing System are: Including but not limited to griddles, fryers, tilted skillets or woks, braising or frying

pans, or char broilers.

#### COMPREESSED GAS / LPG

- Cylinders shall be properly secured by one or more restraints.
- Minimum of 10 foot clearance from any trash or combustible materials.
- Cylinders shall not be kept in passenger area of vehicle.
- Cylinders shall be kept away from open flames, generators or other sources of ignition.

#### **GENERATORS**

- Portable generators shall be located no less than 25 feet from combustibles or public areas.
- Refueling shall not be conducted when event is open and operating.



# SOUTH LYON FIRE DEPARTMENT

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

The generator shall be in safe working condition, according to manufacturer's requirements.

#### ELECTRICAL/EXTENSION CORDS

- Extension cords and flexible cords shall not be a substitute for permanent wiring.
- Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact.
- Extension cords shall be used only with portable appliances.
- Extension cords shall be properly rated for use according to manufacturer's requirements.

### VEHICLE/TRAILER/COOKING EQUIPMENT LOCATION

- Shall not interfere with any fire lane, fire break, fire hydrant, or exit access of any structure.
- Shall be located to allow for adequate emergency vehicle access.
- Shall not be closer than 10 feet from a building.
- Shall not be closer than 20 feet to a tent or membrane structure.
- Shall not operate under a building's overhang.
- Shall not operate inside a garage or building.
- If parked on a street or parking lot, one open parking spot shall be afforded on both sides of the food truck / trailer.

#### GENERAL FIRE SAFETY

- Accumulation of combustible rubbish shall not produce conditions that will create a nuisance or a hazard to the public health, safety or welfare.
- Clearance between ignition/heat sources and combustible materials shall be maintained in an approved manner.
- Only approved containers and portable tanks shall be used for flammable and combustible liquids.
- Flammable and combustible liquids shall be separated from combustible materials and ignition/heat sources by at least 10 feet.

#### AGENDA NOTE

MEETING DATE: March 14, 2016

PERSON PLACING ITEM ON AGENDA: City Manager and City Attorney

AGENDA TOPIC: First reading of Review Fee Escrow Deposit Ordinance

#### **EXPLANATION OF TOPIC:**

When the City receives requests and applications for reviews, approvals or for other action which require the City to incur extraordinary out-of-pocket expenses (for example, engineering, planning, architecture, traffic consultant, legal or other professional reviews), it is appropriate to require the applicant to bear these extraordinary costs and to provide an advance deposit of funds from which these costs will be paid.

This ordinance does not replace or affect the City's existing fee schedule, but rather, provides for a review fee escrow deposit for applications and requests that fall outside the existing fee schedule or that involve unusual and extraordinary expenses to the City.

The minimum deposit is \$1,500 and the amount of the deposit may be increased in increments of \$500 based on a number of factors to be considered in estimating total fees to be incurred.

When the deposit drops below \$500, the City notify the applicant of the need for an additional deposit and specify the amount

No review or other action or approval occur until the deposit is made (including amounts to replenish the deposit) and all applicable fees are paid.

The City will maintain records of amounts charged to the deposit which shall be provided to the applicant/depositor on request.

Unused deposit funds shall be returned to the applicant. Unused deposits which are returned but remain unclaimed for a year shall be forfeit to the City.

The ordinance provides for an appeal process to the City Council.

#### MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

Proposed Ordinance Amendment adding Sections 2-301 and 2-302

POSSIBLE COURSES OF ACTION: approve/deny/postpone/table first reading of proposed ordinance amendment

**RECOMMENDATION:** Approve the first reading of the ordinance amendment

**SUGGESTED MOTION:** Motion to approve the first reading of the Review Fee Escrow Deposit ordinance adding Sections 2-301 and 2-302 to the City of South Lyon Code of Ordinances

#### ORDINANCE NO. \_\_-16

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

AN ORDINANCE TO AMEND THE CITY OF SOUTH LYON CODE OF ORDINANCES, CHAPTER 2 - ADMINISTRATION, BY ADDING ARTICLE VIII - REVIEW FEE ESCROW DEPOSITS, SECTIONS 2-301 THROUGH 2-310 TO ESTABLISH REVIEW FEE ESCROW DEPOSIT AND REIMBURSEMENT REQUIREMENTS AND GUIDELINES

#### THE CITY OF SOUTH LYON ORDAINS:

**PART I.** Amendment to Chapter 2. Chapter 2— Administration of the City of South Lyon Code of Ordinances, is amended to add the following Article VIII - Review Fee Escrow Deposits, Sections 2-301 through 2-310 as follows:

ARTICLE VIII. - REVIEW FEE ESCROW DEPOSITS.

Sec. 2-301. - Intent.

- (a) WHEREAS, the cost to the City in reviewing and processing applications and requests for various actions and approvals may differ greatly between different applications and requests, can be significant especially when the City would incur additional and extraordinary out-of-pocket expenses (e.g., for engineering, planning, legal and/or other professional reviews) above and beyond what is associated with the typical review of minor projects. These costs and expenses cannot always be accurately predicted at the time an application or request is made; and
- (b) WHEREAS, the City Council believes that it is reasonable and appropriate that the actual costs and expenses associated with reviewing such applications, except for routine expenses, should be properly borne by the applicant or requestor rather than by the taxpayers of the City; and
- (c) WHEREAS, the City Council desires to set review fees for applications and requests for typical actions and approvals where the costs and expenses are more predictable and more easily estimated and to provide for procedures for requiring applicants and requestors to deposit amounts in escrow and guidelines for setting initial escrow deposit amounts where the action or approval is not typical and the costs and expenses of processing and reviewing it are not easily determined and may be extraordinary; and
- (d) WHEREAS, the City Council intends that review fees and escrow deposit amounts be reasonably proportionate to the costs and expenses incurred by the City for the particular application or request, and that such review fees and escrow amounts be used to defray the costs and expenses of processing and reviewing the application or request and of administering the review process and the City's Code of Ordinances and carrying out the City's business; and

(e) WHEREAS, the City Council intends to set forth requirements and guidelines for review fee escrow deposits and reimbursement of costs and expenses incurred by the City from such escrow funds.

#### Sec. 2-302. - Requirements and guidelines.

- (a) In addition to the other applicable zoning and review fees established and set by other City Council resolutions, when the City Manager, or his or her designee, determines that an application or request for City approval or action will require reviews, analysis, input and other information from consultants (engineers, planners, traffic engineers, environmental consultants, architects, attorneys, etc.) which have the potential to cause the City to incur unusual, exceptional, or extraordinary costs and expenses directly associated with the application or request, the City Manager, or his or her designee, may require that the applicant or requester deposit funds to establish an escrow account against which such costs and expenses will be charged.
- (b) The City may require that an escrow deposit be established for all applications and requests for which the City will incur expenses as determined by the City Manager or his or her designee.
- (c) The City Manager, or his or her designee, shall determine the amount of the initial review fee escrow deposit estimated to be sufficient to cover the expected costs and expenses likely to be incurred by the City as a result of the application or request. The initial deposit shall not be less than \$1,500, and the amount to be deposited shall be increased in increments of \$500. Factors for determining the initial escrow deposit amount shall include, but not be limited to, such variables as the size of the project, the characteristics and complexity of the project, the types of consultants needed to evaluate the application or request, time constraints, the need for specialized knowledge or expertise, and other relevant factors. If it is determined that a review fee escrow deposit is required, no application or request shall be processed until the initial escrow deposit is submitted to the City and all other applicable fees are paid.
- (d) At no time prior to the City's completion of its review and processing of the application or request shall the escrow balance be allowed to drop below \$500. If an escrow balance drops below \$500, the City Manager, or his or her designee, shall notify the applicant or requestor of the need to deposit additional escrow funds and the specific amount to be deposited. The applicant or requestor must deposit an additional amount of at least \$500.00 or greater amount as determined by the City Manager, or his or her designee, to be reasonably necessary to cover the anticipated remaining and/or future costs and expenses to be incurred by the City and to be paid from the escrow. Any additional required deposits must be deposited promptly to the City in order to continue processing the application or request. All review and processing of the application or request, including being placed on meeting agendas, will be suspended until the additional escrow deposit is received by the City or an appeal of the matter has been decided in favor of the applicant or requestor.
- (e) The City may draw funds from the applicant's escrow deposit to reimburse the City for costs and expenses incurred by the City directly related to the review and processing of

the application, or to redistribute the funds to pay its consultants and agents upon verification of the costs and expenses incurred. The City shall maintain records regarding escrow deposits and balances and shall authorize the disbursement of escrow funds in writing. Such escrow funds shall be accounted for separately. Any remaining or excess escrow funds will be refunded by the City to the applicant without interest. If remaining or excess escrow funds are returned to the applicant or requestor by mail to the address specified on the escrow receipt or application, and is returned undelivered, the City shall hold such amount and return it to applicant or requestor on demand; however, if such demand is not made within one (1) year after the remaining or excess escrow funds were returned undeliverable, such funds shall be deemed forfeited and shall be deposited in the general fund of the City.

- (f) No approval, building permit, certificate of use or occupancy permit, or other similar approval will be granted or issued by the City unless all required escrow fees have been deposited except as otherwise determined by the City for good cause.
- (g) In the event an applicant or requestor objects to the reasonableness or amount of a required escrow deposit, including but not limited to the amount of the initial required escrow deposit, the amount of additional deposits required, or how the City has applied the escrow funds, an applicant or requestor may appeal the matter to the City Council. All such appeals shall be in writing and shall be made not later than thirty (30) days after the disputed action or billing. The City Council shall establish a date and time to hear the appeal and shall permit the applicant or requestor, or its agent, to appear before the City Council to object to and appeal the decision of the City Manager, or his or her designee.

Secs. 22-303 through 22-310. Reserved.

**PART IV.** Severability. Should any division, section, subsection, 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 V.** Savings Clause. The amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance.

**PART VI.** 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 VII. Effective Date; Publication.** The provisions of this Ordinance shall become effective fifteen (15) days after its adoption and shall be published within fifteen (15) days of its adoption by publication of a brief notice in a newspaper circulated in the City, stating the date of enactment and the effective date of the ordinance, a brief statement as to the subject matter of this Ordinance and such other facts as the Clerk shall deem pertinent, and that a copy of the Ordinance is available for public use and inspection at the office of the City Clerk.

Made, Passed and Adopted by the South Lyon City Council this day of, 2016.
John Galeas, Jr., 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, 2016.
Lisa Deaton, City Clerk
Adopted: Published: Effective:
At a regular meeting of the City of South Lyon City Council, a motion was made by Council Member, supported by Council Member, to adopt the above resolution.
Ayes: Nays: Absent:
RESOLUTION DECLARED [ADOPTED/FAILED] on this day of, 2015.

CERTIFICATION

I certify that this resolution was duly	adopted by	the City	Council o	f the Ci	ity of South	Lyon on
, , 2015						

Lisa Deaton City Clerk South Lyon

#### PONTIAC TRAIL SEWER MAIN REPAIR

1/20/2016	Advanced Undergrand Inspection	\$ 667.00
2/8/2016	Rose Excavating	\$ 27,979.00
2/9/2016	Metro Environmental Services	\$ 1,550.00
2/11/2016	Metro Environmental Services	\$ 2,493.75
2/22/2016	Mersino Dewatering	\$ 7,718.40
2/20/2016	CI Contracting	\$ 13,702.98
	Peter's Hardware (Misc. Supplies)	\$ 152.55
		\$ 54,263.68

# Advanced Underground Inspection, LLC 38607 Webb Drive

Westland, MI 48185

Invoice Number: 11577

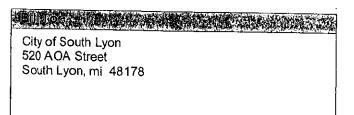
Invoice Date: Jan 20, 2016

Page:

1

Voice: 734-721-0081 Fax:

734-721-0082



THE PROPERTY OF THE PROPERTY O ATTN: Ron South Lyon

Coston en bassassassas		the Falliance Land Control of the Co	
City of South Lyon	ASUBTO INCIDENCE OF	ends were a visit of the contract	and the second second second second
Service Republic Process		Net 30	Days
	Airborn e		The second secon
	Airborne		2/19/16
TAGNIBULIANS SESTIMENTS (*		As Unit allogica."	
4.00 HRS	Tv'd as directed on 1/20/16. Job ticket #23897	165.00	660.0
2.00 PPE	Personal Protection Equipment - Gloves	3.50	7.00
		.	
**************************************			
			•
W Production			
7			
Ì			
	Subtotal		667.00
	Sales Tax		007.00
	Total Invoice Amount		667.00
Check/Credit Memo No:	Payment/Credit Applied		307.00
	an of balance		

Rose Excavating, Inc.

510 DOROTHY SOUTH LYON, MI 48178

# Invoice

Date	Invoice #
2/8/2016	2006

Bill To	
CITY OF SOUTH LYON 335 SOUTH WARREN SOUTH LYON, MI 48178	
	•

P.O. No.	Terms	Project	
		Waters Edge	

Date	# of Hours	Rate	Description	Amount
2/3/2016 2/4/2016 2/8/2016 2/5/2016 2/8/2016 2/8/2016 2/8/2016 2/8/2016 2/8/2016	JU FOR YOUR	4,000.00 5,400.00 600.00 300.00 750.00 80.00 8,679.00 350.00 1,500.00	EQUIPMENT & LABOR FOR SEWER WORK EQUIPMENT & LABOR FOR SEWER WORK EQUIPMENT & LABOR FOR SEWER WORK STONE BED FOR NEW PIPE DISPOSAL OF CONCRETE & PIPE PIPE & FITTINGS FOR REPAIR EXTRA PIPE FOR REPAIR PUMPING FOR BYPASS SEWAGE STONE IN SIDEWALK AREA REPLACE SIDEWALK THAT WAS REMOVED [ TO BE DONE IN SPRING]	4,000.00 4,000.00 5,400.00 600.00 300.00 750.00 2,400.00 8,679.00 350.00 1,500.00

THANK YOU FOR YOUR BUSINESS!		<u></u>
	Total	\$27,979.00

 Phone #	
248-486-3152	

# METRO ENVIRONMENTAL SERVICES, INC. METRO SEWER CLEANERS P.O. BOX 725 WALLED LAKE, MI 48390-0725 (248) 960-1111 www.metrosewer.net

<b>)</b> .	onvoige 5	6001	
,	JOB PHONE	DATE OF ORDER	7
	JOB NAME/LOCATION Waters Edge A	2-9-16	$\frac{1}{2}$
	Pontiac Trail	pts	1
L	South Lyon, Mi		

To City of South Lyon	South Lyon, Mi.
335 S Warren	
South Lyon, Mi. 48178	PHONE
TERMS: 48178	248-437-6914
	AKENSY
TERMS: 481/8	248-437-6914 ORDER TAKEN BY

Scheduled Wes	K		
Scheduled Video Inspection Se order #A12496	rvice as per word	AMO	UNT
	work work	1550	+
		1 1330	+'
**0.		<del> </del>	├-
**Quote for pipe patch to fol	lor		
	10%.	<del></del>	
			<del></del>
		-	
TERMS:			
ALL ACCOUNTS AND DOG	TOTAL		
ALL ACCOUNTS ARE DUE AND PAYABLE WITHIN O DAYS OF DATE OF INVOICE. FINANCE HARGE OF 1 1/2 % PER MOUNTAIN	TOTAL MATERIAL		<del></del>
HARGE OF 1 1/2 % PER MONTH, WHICH IS AN	TOTAL LABOR		
NNUAL PERCENTAGE RATE OF 18% CHARGED  NALL PAST DUE ACCOUNTS.			
DROERED BY			$\neg$
Brock URE:  Obly acknowledge the auto-			7
URE: 2-9-16  subsystem of the above described work.)  WORK Order	Thank Youl		7
		1550 00	-

# METRO ENVIRONMENTAL SERVICES, INC. METRO SEWER CLEANERS P.O. BOX 725 WALLED LAKE, MI 48390-0725 (248) 960-1111 www.metrosewer.net

MVOIGE 5	6042
JOB PHONE	DATE OF ORDER 2-11-16
JOB NAME/LOCATION	1 2-11-16
Waters Edge	Apts
Pontiac Trail	
South Lyon, M	li.

то City of South Lyon	
335 S Warren	PHONE
South Lyon, Mi. 48178	248-437-6914
TERMS:	ORDER TAKEN BY

Scheduled Vactor/High Pressure		4145	
Inspection Service	Jet/Video	AMO	UNT
Inspection Service as per work of Al2564	rder #A12352 &	<del>- </del>	+-
		2493	75
		<b></b>	+
		<del> </del>	
		<del> </del>	<del> </del>
		<del> </del>	
TEDMC			
TERMS: ALL ACCOUNTS ARE DUE AND PAYABLE WITHIN 30 DAYS OF DATE OF INVESTMENTAL WITHIN	TOTAL MATERIAL		
THE PROPERTY OF THE INVENTED FOR THE PROPERTY OF THE PROPERTY	TOTAL LABOR		
VIABUL UP 1 1/7 % PED MANTHE MANTE			
ANNUAL PERCENTAGE RATE OF 18% CHARGED ON ALL PAST DUE ACCOUNTS.			
K ORDERED BY			
n Brock			
e WOIK Orders	TAX		
The state of the s	PAY THIS AMOUNT	\$2493	

RECEIVED MAR 1 2016

# MERSINO DEWATERING, INC.

600 W. DRYDEN ROAD METAMORA, MI 45455 (810) 678-8085 (810) 678-8518 FAX

# **Invoice**

Date	Invoice #
2/22/2016	49050

Bill To	Chia Ta
City of South Lyon	Ship To
City of South Lyon 335 S Warren	
South Lyon MI 48178	

•		Project	<u> </u>			<del></del>			· · · ·
	22.600	<del>-</del>		- le	rms	Due	Date	P.	.O. No.
	22609 - E	Bypass pumping	system			2/22	/2016		
Description		Start Date	End Date	MDI	Fleet#	Qty	Rate		Amount
Bypass pumping system South Lyon, MI Equipment Rent - Weekly 1st v Equipment Rent - Weekly 2nd MI Sales & Use Tax	veek (	02/10/16 02/17/16	02/16/17 02/23/16	MP686;	MP6	1	3,859 3,859 6.0		0.00 3,859.20 3,859.20 0.00
Rental Rates are based	l on 3 Days =	1 Week, 3	Weeks = 1 M	lonth	Tota	al	·		\$7,718.40
REMIT TO: MERSINO DEWATERING, INC. 600 W. DRYDEN ROAD METAMORA, MI 48455		INC	<del></del>		Pay	ments/C	redits		\$0.00
		<b>D</b>			Ва	lance	Due		\$7,718.40



7135 Dan McGuire Dr. Suite B Brighton, MI 48116 PH: 248-446-9601 FAX:248-446-9604

14		
14		
II		
II		
II		
II		
11		
18		
: P		
1		
E .		
ľ		
ľ		
·		

### **Invoice**

Project Name:	Pontiac Trail Emergency Repair	Date:	
Company:		Project No.	
Attention:		Work Performed:	
Project Manager:		Work Order#	

Work Scope:

Repaired 12" Sanitary Sewer on the West side of Pontiac Trail North of the railroad tracks. We removed 40' of 12" pipe and replaced it with 12" truss pipe.

Work Item	Quantity	Unit	Unit Price	Tax	Extension
Labor		<del></del>			LAGISIOII
Foreman	10.50	Hrs	\$96.93		Ø1 047 77
Pipe Layer	19.00	Hrs	\$91.08		\$1,017.77
Operator	19.00	Hrs	\$91.08		\$1,730.52
Labor	26.50	Hrs	\$67.01		\$1,730.52
Truck Driver	20.00	Hrs	\$40.00		\$1,775.77 \$800.00
Equipment					
Cat 345 Excavator	9.00	Hrs	\$210.00		#4 000 00
Cat 926 Loader	9.00	Hrs	\$50.00		\$1,890.00
10' x 15' Trench plates	1.00	Day			\$450.00
Dump Truck and Trailer	20.00	Hrs	No Charge \$60.00		\$0.00
CMA Moves Cat 345 Excavator	2.00	Ea.			\$1,200.00
Drums without lights	10.00		\$530.00		\$1,060.00
Materials	10.00	ea.	\$20.00		\$200.00
6AA Stone	48.34	Hrs	600.70		***
12" Truss Pipe	37.50		\$22.73		\$1,098.77
12" Ferncos	2.00	Day Hrs	\$16.15		\$605.63
	2.00	FIS	\$72.00		\$144.00
		· .			
		<del>-  -</del>			
	<u> </u>		Sub-Total		\$13,702.9
			Total		\$13,702.9

RECEIVED MAR 7 2016

#### JOHNSON, ROSATI, SCHULTZ & JOPPICH, P.C.

#### 27555 Executive Drive, Suite 250 Farmington Hills, MI 48331 (248) 489-4100 Tax ID# 38-3107356

February 10, 2016

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

Invoice #

1066969

In Reference To: General Labor Matters

Professional Services Rendered Through January 31, 2016

			Hrs/Rate	Amount
1/6/2016	PAA	Receipt/review correspondence from City Manager regarding labor issue with interns and ACA and Collective Bargaining Agreement implications	0.10 160.00/hr	16.00
	PAA	Research regarding labor issue with interns and ACA and Collective Bargaining Agreement implications	2.70 160.00/hr	432.00
1/7/2016	PAA	Continued research of labor issue with interns and ACA and Collective Bargaining Agreement implications; Preparation of Opinion Letter	2.90 160.00/hr	464.00
1/15/2016	PAA	Telephone conference with City Manager	0.40 160.00/hr	64.00
	For pr	ofessional services rendered	6.10	\$976.00
	Balanc	ce due		\$976.00

Please include your Invoice Number on your payment. All payments should be mailed to the Farmington Hills' office listed above. Thank you.

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

#### JOHNSON, ROSATI, SCHULTZ & JOPPICH, P.C.

#### 27555 Executive Drive, Suite 250 Farmington Hills, MI 48331 (248) 489-4100 Tax ID# 38-3107356

#### February 10, 2016

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

Invoice #

1066970

In Reference To: Michigan Tax Tribunal Matters

Professional Services Rendered Through January 31, 2016

	Amount
Previous balance	\$208.00
1/21/2016 Payment - thank you. Check No. 68376	(\$208.00)
Balance due	\$0.00

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

#### February 10, 2016

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

Invoice #

1066886

In Reference To: City Attorney Retainer Work

Professional Services Rendered Through January 31, 2016

		Hours	Amount
City C	<u>'ouncil</u>		
1/7/2016 TSW	Receipt/review correspondence from City Manager regarding Agenda packet	0.20	No Charge
1/10/2016 TSW	Correspondence to Council regarding review of legal services invoices	0.60	
1/11/2016 TSW	Multiple telephone conferences with City Manager regarding Council Agenda items	0.30	
TSW	Review of Council packet	0.50	
TSW	Attend Council meeting	4.80	
1/21/2016 TSW	Review of Council agenda	0.20	
1/22/2016 TSW	Review of Council packet and research Senate Bill 571 resolution	0.70	
1/25/2016 TSW	Continued review of Council packet; Preparation for Council meeting	0.50	

			Hours	Amount
1/25/2016	TSW	Attend Council meeting	5.00	
1/26/2016	TSW	Multiple telephone conferences with Council Members Kivell and Kramer regarding Sheriff's investigation	0.10	No Charge
	SUBT	OTAL:	[ 12.90	]
	Distric	t Court Prosecutions		
1/4/2016	DWG	Receipt/review of Warrant request; Preparation of email correspondence to Det. T. Brooks regarding identification of additional witnesses referred to in accordance to	0.60	
		of additional witnesses referred to in complainant's statement	e.	
	DWG	Receipt/review Notice to Appear	0.10	
•• ,	DWG	Receipt/review of Order of Acquittal/Dismissal	0.10	•
	DWG	Receipt/review of Motion and/or Order to Show Cause	0.10	
	DWG	Receipt/review of Motion and Order for Discharge from Probation	0.10	,
		Receipt/review of Motion and Order for Discharge from Probatic	0.10	
	DWG	Receipt/review of 1/11/16 arraignment docket	0.10	
	DWG	Receipt/review of Judge Bondy's 1/11/16 docket	0.10	
	DWG	Receipt/review of Judge Law's 1/11/16 docket	0.10	
	DWG	Receipt/review of Judge Reeds' 1/11/16 docket	0.10	
1/5/2016	DWG	Telephone conference with Det. T. Brooks regarding Judge Reed's 1/5/16 docket	0.20	

		Hours	Amount
1/5/2016 DWG	Prosecute morning docket of Pretrial Conference	1.30	•
DWG	Receipt/review of Notice to Appear	0.10	
DWG	Receipt/review of Judgment of Sentene	0.10	
1/6/2016 DWG	Telephone conference with Det. T. Brooks regarding collection of DNA sample from Defendant arrested on OUIL-3 warrant from 1997	0.20	
DWG	Telephone conference with Det. J. Tomanek regarding submission of Warrant reques	0.20	
1/7/2016 DWG	Receipt/review of Judge Bondy's 1/12/16 docket	0.10	
DWG	Receipt/review of Judge Law's 1/12/16 docket	0.10	
DWG	Receipt/review of Judge Reeds' 1/12/16 docket	0.10	. ,
DWG	Receipt/review of Judge Bondy's 1/13/16 docket	0.10	
DWG	Receipt/review of Judge Law's 1/13/16 docket	0.10	
DWG	Receipt/review of Warrant Request; Legal research regarding parental discipline; Correspondence to Det. J. Tomanek regarding denial of Warrant reques	0.50	
DWG	Receipt/review of Motion and Order for Discharge from Probation	0.10	
DWG	Receipt/review of Motion and Order for Discharge from Probation and Order of Acquittal/Dismissa	0.10	
DWG	Receipt/review Judge Bondy's updated 1/13/16 docket	0.10	
DWG	Receipt/review of Judge Law's updated 1/13/16 docket	0.10	
DWG	Receipt/review of Judge Batchik's 1/14/16 docket	0.10	
DWG	Receipt/review of Judge Bondy's 1/14/16 docket	0.10	

		Hours	Amount
1/7/2016 DWG	Receipt/review of Judge Law's 1/14/16 docket	0.10	
DWG	Receipt/review of Judge Reeds' 1/13/16 docket	0.10	
DWG	Receipt/review of Judge Reeds' updated 1/13/16 docket	0.10	
1/8/2016 DWG	Receipt/review of Judgment of Sentence	0.10	
DWG	Receipt/review of Motion and Order for discharge from Probation (Swatling)	0.10	
DWG	Receipt/review of Notice to Appear	0.10	
DWG	Receipt/review of Petition and Order for Amendment of Order of Probation	0.10	
DWG	Receipt/review of Motion and Order to Show Cause	0.10	
DWG	Receipt/review of email from Det. J. Tomanek containing additional investigation on warrant reques	0.30	
1/11/2016 DWG	Receipt/review of text message form Det. J. Tomanek regarding 1/26/16 Bench Trial; Preparation of text message to Det. Tomanek in response to same	0.20	
DWG	Receipt/review of Notice to Appear	0.10	
DWG	Receipt/review of Sentencing Order	0.10	
DWG	Receipt/review of Petition and Order for Amendment of Order of Probation	0.10	
DWG	Receipt/review of Amended Motion and Summons Regarding Probation Violation	0.10	
DWG	Receipt/review of Motion and Order to Show Cause	0.10	
DWG	Receipt/review of Motion and Order for Discharge from Probation	0.10	

	·		Hours	Amount
	1/11/2016 DWG	Receipt/review of Notice to Appear	0.10	
	DWG	Receipt/review of Order of Acquittal/Dismissal	0.10	
	DWG	Receipt/review of Judgment of Sentence	0.10	
	DWG	Receipt/review of 1/12/16 arraignment docket	0.10	
	DWG	Receipt/review of Judge Bondy's updated 1/12/16 docket	0.10	
	DWG	Receipt/review of Judge Law's updated 1/12/16 docket	0.10	
•	DWG	Receipt/review of Judge Reeds' updated 1/12/16 docket	0.10	
	1/12/2016 DWG	Prosecute morning docket of Pretrial Conferences	0.80	
	DWG	Receipt/review of Appearance and Demand for Discovery	0.10	
	DWG	Receipt/review of Notice to Appear	0.10	
	DWG	Receipt/review of Motion and/or Order to Show Cause	0.10	
	1/13/2016 DWG	Receipt/review of 1/19/16 arraignment docket	0.10	
	DWG	Receipt/review of Judge Bondy's 1/19/16 docket	0.10	
	DWG	Receipt/review of Judge Law's 1/19/16 docket	. 0.10	
	DWG	Receipt/review of Judge Reeds' 1/19/16 docket	0.10	
	DWG	Receipt/review of Judge Bondy's 1/20/16 docket	0.10	
	DWG	Receipt/review of Judge Law's 1/20/16 docket	0.10	
	DWG	Receipt/review of Judge Reeds' 1/20/16 docket	0.10	
	1/14/2016 DWG	Receipt/review of incident reports	0.20	

		Hours	Amount
1/14/2016 DWG	Receipt/review of Motion and Order for Discharge From Probation (Ohlinger)	0.10	
DWG	Receipt/review of Judgment of Sentence	0.10	
DWG	Receipt/review of Sentencing Order	0.10	
DWG	Receipt/review of Judge Bondy's 1/21/16 docket	0.10	
DWG	Receipt/review of Judge Law's 1/21/16 docket	0.10	
DWG	Receipt/review of Judge Reeds' 1/21/16 docket	0.10	•
1/15/2016 DWG	Receipt/review of Motion and/or Order to Show Cause	0.10	· .
DWG	Preparation of Complaint and Warrant	0.80	
DWG	Receipt/review of Judge Bondy's 1/25/16 docket	0.10	
DWG	Receipt/review of Judge Law's 1/25/16 docket	0.10	•
DWG	Receipt/review of Judge Reeds' 1/25/16 docket	0.10	
1/18/2016 DWG	Review of Judge Bondy's 1/19/16 docket	0.10	
DWG	Review of Judge Law's 1/19/16 docket	0.10	
DWG	Review of Judge Reeds' 1/19/16 docket	0.10	
1/19/2016 DWG	Prosecute morning docket of Pretrial Conferences and Formal Hearings	1.50	
DWG	Receipt/review of Notice to Appear	0.10	
DWG	Receipt/review of Notice to Appear	0.10	
DWG	Receipt/review of Judgment of Sentence (2)	0.10	
DWG	Receipt/review of Notice to Appear	0.10	

	Hours · Amount
1/20/2016 DWG Receipt/review of Judge Bondy's 1/26/16 docket	0.20
DWG Receipt/review of Judge Law's 1/26/16 docket	0.20
DWG Receipt/review of Judge Reeds' 1/26/16 docket	0.10
DWG Receipt/review of Judge Bondy's updated 1/26/16 docket	0.10
DWG Receipt/review of Judge Law's updated 1/26/16 docket	0.10
DWG Receipt/review of Judge Reeds' updated 1/26/16 docket	0.10
1/21/2016 DWG Receipt/review of Judge Bondy's 1/27/16 docket	0.10
DWG Receipt/review of Judge Law's 1/27/16 docket	0.10
DWG Receipt/review of Judge Reeds' 1/27/16 docket	0.10
DWG Receipt/review of incident report	0.20
DWG Receipt/review of proposed Stipulated Order to adjourn 2/2/16 Pretrial Conference; Preparation of facsimile correspondence in response to same	0.20
DWG Receipt/review of Notice to Appear	0.10
DWG Receipt/review of Judge Bondy's updated 1/26/16 docket	0.10
DWG Receipt/review of Judge Law's updated 1/26/16 docket	0.10
DWG Receipt/review of Judge Reeds' updated 1/26/16 docket	0.10
DWG Receipt/review of Judge Batchik's 1/28/16 docket	0.10
DWG Receipt/review of Judge Bondy's 1/28/16 docket	0.10
DWG Receipt/review of Judge Law's 1/28/16 docket	0.10
DWG Receipt/review of Judge Reeds' 1/28/16 docket	0.10

		Hours	Amount
1/22/2016 DWG	Telephone conference with Defendant regarding 2/26/16	0.20	1 11110 53.10
	Pre-Formal Hearing Conference	,	
DWG	Receipt/review of Notice to Appear	0.10	
1/25/2016 DWG	Receipt/review of Judge Bondy's updated 1/26/16 docket	0.10	
DWG	Receipt/review of Judge Law's updated 1/26/16 docket	0.10	
DWG	Receipt/review of Judge Reed's updated 1/26/16 docket	0.10	
DWG	Receipt/review of Notice to Appear (2)	0.10	
DWG	Receipt/review of Notice to Appear	0.10	
DWG	Receipt/review of Notice to Appear	0.10	
DWG	Receipt/review of Motion and/or Order to Show Cause	0.10	•
DWG	Receipt/review of Motion and/or Order to Show Cause	0.10	•
DWG	Receipt/review of Petition and Order for Amendment of Order of Probation	0.10	
DWG	Receipt/review of Judge Bondy's 2/1/16 docket	0.10	
DWG	Receipt/review of Judge Law's 2/1/16 docket	0.10	
DWG	Receipt/review of Judge Reeds' 2/1/16 docket	0.10	•
1/26/2016 DWG	Prosecute morning docket of Pretrial Conferences and Pre-Formal Hearings	2.80	
DWG	Prosecute afternoon docket of Bench Trial	0.30	
DWG	Receipt/review of Notice to Appear	0.10	
DWG	Receipt/review of Notice to Appear	0.10	

•		Hours	Amount
1/26/2016 DWG	Receipt/review of Notice to Appear	0.10	
DWG	Receipt/review of multiple emails from Defendant's Attorney M. Savich regarding modification of terms of conditional release; Preparation of email in response to same	0.20	·
DWG	Receipt/review of Notice to Appear (2)	0.10	•
DWG	Receipt/review of Notice to Appear (2)	0.10	
DWG	Receipt/review of Notice to Appear	0.10	
DWG	Receipt/review of Sentencing Order	0.10	
1/27/2016 DWG	Receipt/review of Judge Bondy's 2/2/16 docket	0.10	
DWG	Receipt/review of Judge Law's 2/2/16 docket	0.10	
DWG	Receipt/review of Judge Reed's 2/2/16 docket	0.20	٠
DWG	Telephone conference with complainant A. Humphrey regarding 1/26/16 Pretrial Conference	0.30	·
DWG	Preparation of email to Defendant's Attorney M. Savich regarding modification of bond to allow Defendant to return to his home; Receipt/review email correspondence from M. Savich in response to same	0,20	
DWG	Preparation of email to C. Regentik regarding reports from prior incidents involving Defendant and/or victim; Receipt/review three reports.	0.30	
DWG	Review of proposed Stipulation and Order to Modify Bond; Edit/revise same; Preparation of email correspondence to Defendant's Attorney M. Savich regarding same; Receipt/review email correspondence from Attorney Savich regarding same	0.30	
DWG	Receipt/review of Notice to Appear	0.10	

		Hours	Amount
1/2 <b>7</b> /2016 DWG	Receipt/review of Motion and Order to Show Cause	0.10	
DWG	Receipt/review of Motion and/or Order to Show Cause (3)	0.10	
1/28/2016 DWG	Receipt/review of updated 2/2/16 arraignment docket	0.20	
DWG	Receipt/review of Judge Bondy's updated 2/2/16 docket	0.10	
DWG	Receipt/review of Judge Law's updated 2/2/16 docket	0.10	
DWG	Receipt/review of Judge Reeds' updated 2/2/16 docket	0.10	
DWG	Receipt/review of Judge Bondy's 2/3/16 docket	0.10	•
DWG	Receipt/review of Judge Law's 2/3/16 docket	0.10	
DWG	Receipt/review of Judge Reeds' 2/3/16 docket	0.10	
DWG	Receipt/review of 2/1/16 arraignment docket	0.10	
DWG	Receipt/review of Judge Bondy's 2/1/16 docket	0.10	
DWG	Receipt/review of Judge Law's 2/1/16 docket	0.10	
DWG	Receipt/review of Judge Reeds' 2/1/16 docket	0.10	
DWG	Receipt/review of Judge Reeds' 2/4/16 docket	0.10	
SUBT	OTAL:	[ 24.70	]
Election	ons		
1/12/2016 TSW	Receipt/review correspondence from and correspondence to Clerk regarding Election Commission meeting schedule	0.20	
1/22/2016 TSW	Correspondence to and Receipt/review correspondence from City Clerk regarding Election Commission date	0.10	

÷					Hours	Amount
	1/27/2016	TSW	Attend Election Commission meeting		0.70	
		SUBT	OTAL:	[	1.00	]
		Gener	al City Attorney Work			
	1/4/2016	TSW	Correspondence to opposing counsel regarding Village at Eagle Heights utilities dedication	-	0.10	
	1/5/2016	TSW	Correspondence to City Manager regarding I.T. Services Interlocal Agreement		0.30	
		TSW	Investigation regarding SLARA lease		0.30	
		TSW	Receipt/review from and correspondence to City Manager regarding vacated Lewis Street and Wells Street Alley Parcel		0.30	
		TSW	Telephone conference with City Manager regarding agenda items and miscellaneous issues		0.30	
		TSW	Correspondence to and from Building Official regarding IPMC		0.30	
	1/6/2016	TSW	Receipt/review correspondence from City Manager regarding paid internships		0.10	
		TSW	Receipt/review correspondence from and correspondence to City Manager regarding Council request to review legal services bill		0.10	
		TSW	Telephone conference with Council Member Ryzyi regarding legal services invoice questions		0.10 N	o Charge
		TSW	Legal research regarding confidentiality and privilege of legal bills		0.60	
		TSW	Review of legal services invoice		0.10 N	o Charge

		Hours	Amount
1/6/2016 TSW	Receipt/review correspondence from and correspondence to City Manager regarding Fire Department	0.10	
1/7/2016 DWG	Legal research regarding City Manager's authority to increase fire chief compensation	0.40	
TSW	Continued Investigation regarding SLARA release	0.30	
TSW	Correspondence to City Manager regarding Fire Department	0.30	
1/8/2016 DWG	Review of background materials on applicability of current zoning ordinance requirements to South Lyon Woods Mobile Home Park; Legal research regarding Mobile Home Commission Act and Manufactured Housing General Rules	1.00	
TSW	Receipt/review correspondence from and correspondence to City Manager; Telephone conference with DPW Director regarding Glen Meadows	0.10	
TSW	Attend meeting with Glen Meadows Homeowners Association regarding utilities dedication; Receipt/review multiple correspondence from and multiple correspondence to Homeowners Association regarding condo documents	1.20	
1/11/2016 TSW	Receipt/review correspondence from and correspondence to City Manager regarding legal invoice	0.10	
1/13/2016 TSW	Correspondence to and from code enforcement officer regarding property maintenance	0.10	
1/14/2016 GLD	Fibertech ROW: Review status	0.30	
TSW	Redact legal invoice; Correspondence to City Manager regarding same	0.30 N	o Charge
TSW	Telephone conference with City Manager regarding Board of Review, Lexington Place, SLARA lease, IPMC, and Dangerous Building Ordinance	0.30	

		Hours	Amount
TSW	Research regarding DAS licensing agreements and Fibertech	0.80	
DWG	Review of draft review fee escrow deposit policy	0.30	
TSW	Correspondence to City Manager regarding farmers market and mobile food vendors	0.20	
TSW	Telephone conference with City Manager regarding labor and employment issues	0.10	
TSW	Telephone conference with S. Kelly at MPSC regarding Fibertech submission regarding DAS and METRO Act permit	0.10	
TSW	Correspondence to and from City Manager and City Engineer regarding FiberTech DAS submission	0.10	
TSW	Continued review of Council packet	0.60	
TSW	Correspondence to Clerk regarding revisions to meeting minutes	0.30	
TSW	Receipt/review correspondence from and correspondence to ARCADIS regarding restrictive covenant	0.20	
TSW	Receipt/review correspondence from Building Official regarding Grande Trunke	0.10	
TSW	Attend meeting with City Manager regarding personnel and miscellaneous issues	0.50	
TSW	Receipt/review correspondence from owner regarding building department issue	0.10	
SUBTO	OTAL:	[ 10.50	]
	DWG TSW TSW TSW TSW TSW TSW TSW	Correspondence to City Manager regarding farmers market and mobile food vendors  TSW Telephone conference with City Manager regarding labor and employment issues  TSW Telephone conference with S. Kelly at MPSC regarding Fibertech submission regarding DAS and METRO Act permit  TSW Correspondence to and from City Manager and City Engineer regarding FiberTech DAS submission  TSW Continued review of Council packet  TSW Correspondence to Clerk regarding revisions to meeting minutes  TSW Receipt/review correspondence from and correspondence to ARCADIS regarding restrictive covenant  TSW Receipt/review correspondence from Building Official regarding Grande Trunke  TSW Attend meeting with City Manager regarding personnel and miscellaneous issues	TSW Research regarding DAS licensing agreements and Fibertech  DWG Review of draft review fee escrow deposit policy  Correspondence to City Manager regarding farmers market and mobile food vendors  TSW Telephone conference with City Manager regarding labor and employment issues  TSW Telephone conference with S. Kelly at MPSC regarding Fibertech submission regarding DAS and METRO Act permit  TSW Correspondence to and from City Manager and City Engineer regarding FiberTech DAS submission  TSW Continued review of Council packet  Correspondence to Clerk regarding revisions to meeting minutes  TSW Receipt/review correspondence from and correspondence to ARCADIS regarding restrictive covenant  TSW Receipt/review correspondence from Building Official regarding Grande Trunke  TSW Attend meeting with City Manager regarding personnel and miscellaneous issues  TSW Receipt/review correspondence from owner regarding building department issue

		Hours	Amount
Lexin	gton Place		
1/4/2016 TSW	Receipt/review correspondence from opposing counsel regarding Lexington Place Utility Dedication	0.20	
TSW	Correspondence to and Receipt/review correspondence from City Manager regarding Lexington Place	0.20	
1/5/2016 TSW	Receipt/review correspondence from and correspondence to City Manager regarding Lexington Place and Gateway Commons PUD	0.50	
1/6/2016 TSW	Telephone conference with opposing counsel regarding Lexington Place utilities dedication	0.20	
1/7/2016 TSW	Multiple correspondence to and from opposing counsel regarding final approval of Lexington Place utilities and release of surety bond	0.20	
TSW	Receipt/review correspondence from City Manager regarding Lexington Place meeting	0.10	
TSW	Receipt/review correspondence from Planning Consultant regarding Lexington Place street lights	0.10	
1/11/2016 TSW	Telephone conference with Planning Consultant regarding Lexington Place and planning issues	0.20	
TSW	Telephone conference with City Manager regarding Lexington Place	0.10	
TSW	Receipt/review correspondence from and correspondence to opposing counsel regarding meeting on Lexington Place	0.10	•
1/12/2016 TSW	Attend meeting with Robertson Brothers regarding Lexington Place	1.80	
1/13/2016 TSW	Receipt/review multiple correspondence from Robertson Brothers regarding Lexington Place	0.30	

				Hours	Amount
1/13/2016	TSW	Review of Lexington Place site plans, minutes and other documents regarding site plan requirements		0.50	
	SUBT	OTAL:	[	4.50	]
	Ordina	ance Amendment			
1/4/2016	TSW	Research regarding Fireworks Ordinance and Fire Safety Act		0.30	
1/5/2016	TSW	Continued preparation of Mobile Food Vending Ordinance		0.50	
1/8/2016	DWG	Review of background materials on food trucks; Review draft Mobile Food Vending Ordinance; Review licensing requirements under City Code		1.80	
	TSW	Continued preparation of and revision of Dangerous Building Ordinance		0.70	
	TSW	Continued preparation of and revision of Mobile Food Vending Ordinance		0.40	
1/1 1/2016	DWG	Continued review of draft food truck ordinance		0.60	
1/13/2016	TSW	Continued preparation of Dangerous Building Ordinance		2.30	
	TSW	Continued preparation of ordinance amendment adopting 2012 IPMC		0.60	
	TSW	Correspondence to City Manager and departments regarding Dangerous Building Ordinance and Ordinance adopting IPMC		0.20	
1/15/2016	TSW	Preparation of agenda note for ordinance adopting 2012 IPMC		0.70	
	TSW	Preparation of agenda note for Dangerous Building Ordinance	-	1.70	

			Hours	Amount
1/18/2016 TSW	Continued preparation of Mobile Food Vending Ordinance		3.00	
1/21/2016 TSW	Continued research regarding insurance requirements for mobile food vending		0.50	
1/25/2016 TSW	Review of dangerous building and IPMC ordinances		1.00	
1/27/2016 TSW	Legal research regarding Dangerous Building Ordinance		1.40	
1/2 <b>8</b> /2016 TSW	Review of Mobile Food Vending Ordinance and materials	3	0.60	
TSW	Continued research regarding Dangerous Building Ordinance		0.50	
1/31/2016 TSW	Continued preparation of and revisions to Mobile Food Vending Ordinance		1.40	
TSW	Continued research regarding Dangerous Building Ordinance		0.40	
SUB	TOTAL:	[	18.60	)
Plani	ning Commission			
1/14/2016 TSW	Correspondence to Planning Director regarding dates for regular Planning Commission meetings		0.30	
TSW	Research regarding site plan expiration		0.20	
TSW	Attend Planning Commission meeting		1.80	
SUB	TOTAL:	[	2.30	]
Polic	e Department			
1/6/2016 CHY	Multiple correspondence to/from Lt. Sovik regarding proposed changes to Citizen Complaint process		0.30	

				<u>Hours</u>	Amount
1/6/2016	СНҮ	Begin research regarding most recent due process precedent regarding municipal liability and Citizen Complaints		1.90	
1/12/2016	СНҮ	Begin preparation for meeting with Chief and Lt. Sovik regarding Citizen Complaint procedure		. 1.50	
1/13/2016	СНҮ	Continued preparation for meeting with Chief and Lt. Sovik regarding Citizen Complaint Policy; Review of updated 6th Circuit precedent on municipal liability		0.90	
1/14/2016	CHY	Appearance at meeting with Chief and Lt. Sovik regarding Citizen Complaint Policy		2.10	
	CHY	Preparation of redrafted proposed Citizen Complaint Policy; Research		0.90	
	CHY	Research regarding neighboring communities' use of web site and complaint forms		0.60	
1/15/2016	CHY	Multiple correspondence to/from Lt. Sovik regarding department training		0.30	
1/21/2016	СНҮ	Continued revision of proposed Citizen Complaint process as per issues raised during January 18th meeting with Lt. Sovik and Chief Collins		1.40	
1/22/2016	CHY	Continued preparation of proposed Citizen Complaint Policy		0.40	
	СНҮ	Multiple correspondence to/from Lt. Sovik regarding proposed Citizen Complaint Policy	-	0.30	
·	SUBT	OTAL:	[	10.60	]
	Povert	y Exemptions			
1/4/2016	SSM	File review; Preparation of correspondence regarding status		0.20	

		Hours	Amount
1/4/2016 SSM	Review/analysis of Poverty Exemptions; Analysis regarding Opinion letter to Council	0.20	
1/5/2016 SSM	File Review; Preparation of correspondence to L. Deaton	0.30	
SSM	Preparation of Poverty Exemptions; Prepare documents in preparation for meeting with Mr. Nussbaum	1.30	
SSM	Preparation of Poverty Exemptions; Prepare documents in preparation for meeting with Mrs. Pierper	0.70	
SSM	Receipt/review correspondence from T. Schultz (OCED); Preparation of response to same	0.20	
TSW	Correspondence to City Manager regarding Board of Review poverty exemptions and requests for meetings with Board of Review members and applicants	0.40	
1/6/2016 SSM	Telephone conference with T. Schultz regarding contact from B. Nussbaum and meetings scheduled for later in the day	0.40	
SSM	Preparation for and attend meeting at City Hall with City Manager and Clerk/Treasurer; Meet with Judy Pieper	3.10	
SSM	Review/analysis of timing and form of petitions	0.30	
SSM	Telephone conference with T. Schultz (OCED) regarding meeting outcome	0.30	
TSW	Multiple telephone conferences with City Manager regarding Board of Review and meetings with members	0.30	
TSW	Review of poverty exemption applications	0.40	
1/8/2016 SSM	Telephone conference with T. Schultz (OCED) regarding correspondence from D. Hieber to City	0.20	
1/11/2016 SSM	Receipt/review of correspondence from OCED and correspondence to City; Preparation of note to file	0.30	

		Hours	Amount
1/11/2016 TSW	Continued research regarding Board of Review	0.30	
1/12/2016 SSM	Telephone conference with J. Pieper; Preparation of note to file	0.30	
SSM	Receipt/review of signed Stipulation; Preparation of note to file	0.30	
SSM	Review/analysis regarding Nussbaum Stipulation; Preparation of correspondence to City Manager and City Clerk/Treasurer	0.70	
TSW	Telephone conference with City Manager regarding Board of Review	0.10	
1/15/2016 SSM	Research regarding filing requirements for Stipulation; Telephone conference with Michigan Tax Tribunal Clerk	1,20	
1/17/2016 SSM	Review of file in preparation for meeting with Board of Review members Harris and Nussbaum	1.90	
1/18/2016 SSM	Preparation of Petition and correspondence regarding same	1.50	
1/19/2016 SSM	Receipt/review of correspondence from Clerk/Treasurer; Respond to same; Preparation of note to file	0.30	
SSM	Telephone conference with City Manager Ladner; Receipt of memo from City Manager Ladner; Receipt of email correspondence from Council Woman Kurtzwell (x2); Respond to same	1.70	
TSW	Receipt/review correspondence from Stephanie Morita regarding Council Member attendance at meeting with Board of Review members	0.20	No Charge
1/20/2016 SSM	Review Nussbaum materials and guidelines in preparation for meeting	0.90	
SSM	Preparation of Nussbaum Petition; correspondence regarding same	1.50	

			Hours	Amount
1/20/2016	SSM	Appearance at City Hall to meet with Board of Review Members Nussbaum and Harris	2.80	
	TSW	Continued review of information regarding Board of Review poverty exemptions	0.30	
1/21/2016	SSM	Preparation of correspondence to City Manager; Telephone conference with T. Schultz (OCED)	2.80	
	SSM	Correspondence to and from OCED and City Manager regarding OCED review of roll	0.40	
1/22/2016	SSM	Review/analysis regarding filed criminal complaint	0.60	
	TSW	Telephone conference with City Manager regarding complaint regarding Board of Review poverty exemptions	0.50	
	TSW	Continued review of Board of Review poverty exemption issues	1.90	
1/24/2016	TSW	Telephone conference with City Manager regarding investigation	0.20	No Charge
	TSW	Research regarding legal issues relating to Board of Review and Complaint	1.50	
1/25/2016	TSW	Telephone conference with Oakland County Sheriff's Office Investigator	0.20	
	TSW	Multiple telephone conferences with Council Members Kramer, Kivell regarding investigation	0.20	
	TSW	Multiple telephone conferences with City Manager regarding investigation	0.20	
	TSW	Research regarding rules of professional responsibility	0.50	
	TSW	Review of Board of Review file and materials	0.90	
	TSW	Preparation of draft motion for Council regarding waiver of attorney-client privilege for sheriff's investigation	0.20	·

				Hours	Amount
1/26/2016	SSM	Review of file in preparation for meeting with detectives		1.50	
	SSM	Receipt/review of docket number and default notice regarding poverty exemptions; Prepare response and correspondence regarding same		0.70	
	SSM	Continue review of file; Meet with detectives		1.90	
	TSW	Multiple telephone conferences with defense attorney regarding Sheriff's Office investigation		0.60	No Charge
	TSW	Preparation for meeting with Sheriff's investigator		2.80	
	TSW	Attend meeting with Sheriff's investigator		1.30	
1/27/2016	TSW	Receipt/review of multiple correspondence from defense attorney regarding status of Sheriff's investigation		0.50	No Charge
	SUBT	OTAL:	[	42.00	]
	Wells	Street Alley			
1/7/2016	SSM	Review file; Contact Oakland County Corporation Counsel regarding 1/20/16 hearing and notice issue		0.60	
	SSM	Receipt/review correspondence from Oakland County Corporation Counsel; contact Laura Schmitt		0.30	
1/11/2016	SSM	Review of file; Preparation of correspondence to L. Schmitt; Preparation of note to file		0.30	
1/13/2016	SSM	Telephone conference with Laura Schmitt in the Oakland County Treasurer's Office		0.30	
	SSM	Receipt/review correspondence from L. Schmitt; respond to same; Receipt of response confirming status of foreclosure proceedings; Preparation of note to file		0.40	
	TSW	Receipt/review of multiple correspondence regarding Wells Street Alley parcel		0.10	

			Hours	Amount
1/20/2016 SSM	Correspondence to and from (x2) Joyce Bowers (Oakland County) about title search on property; Note to file		0.30	
1/21/2016 SSM	Receipt/review of documents from Oakland County		0.50	
SUBT	OTAL:	[	2.80	]
Zonin	g Board of Appeals			
1/26/2016 TSW	Receipt/review of multiple correspondence and multiple correspondence to Planning Consultant and Director of Community Economics and Development regarding Zoning Board of Appeals meeting		0.20	
1/27/2016 GLD	Zoning Board of Appeals: Review regarding sufficiency of meeting notice		0.20	
TSW	Multiple telephone conferences with Director of Community Economics and Development regarding Notice of Public Hearing and special meeting; Research regarding same		0.60	
TSW	Attend meeting with Planning Consultant and Director of Community Economics and Development regarding draft Zoning Ordinance Amendments		0.50	
TSW	Receipt/review correspondence from and correspondence to Director of Community Economics and Development regarding Zoning Board of Appeals notice		0.20	
SUB	TOTAL:	[	1.70	]
For p	rofessional services rendered	-	131.60	\$15,655.50

#### Additional charges:

		Qty/Price	<u>Amount</u>
	District Court Prosecutions		
1/8/2016	Photocopies - Warrant Request (Daves)	23 0.20	4.60
	SUBTOTAL:	[	4.60]
	Total costs		\$4.60
	Total amount of this bill		\$15,660.10
	Previous balance		\$13,738.50
1/21/2016 Payment - thank you. Check No. 68376		(	\$13,738.50)
	Balance due		\$15,660.10

Please include your Invoice Number on your payment. All payments should be mailed to the Farmington Hills' office listed above. Thank you.

Monthly flat fee of \$9,000.00 for first 80 hours of work. Anything over 80 hours to be billed at the hourly rate of \$135.00





Thank You

00000000

200000



TOTAL FOR OUR W

AGAIN TYPE AND THE TOTAL THE T

Judith M 25213 Por

)'\*--'1'-1 (7) Thank Jon so Much for

Your quick response to My

Call on 2-18-16 at #:30 in the

Morning.

You were very parkly

I ded your job wonderfully.

It emed my Mind i Made

Me feel better.

Shork You again.

Sudy McCarn