



PLYMOUTH CITY COMMISSION REGULAR MEETING AGENDA

201 S. Main St

Monday, March 7, 2016 - 7:00 p.m.



201 S. MAIN ST., PLYMOUTH, MI 48170

Ph (734) 453-1234 Fax (734) 455-1892

<http://www.ci.plymouth.mi.us>

- 1) **CALL TO ORDER**
 - a) Pledge of Allegiance
 - b) Roll Call
- 2) **CITIZENS COMMENTS**
- 3) **APPROVAL OF THE AGENDA**
- 4) **ENACTMENT OF THE CONSENT AGENDA**
 - a) Approval of February 15, 2016 City Commission Regular Meeting Minutes
 - b) Special Event: Community Band Concerts in the Park Thursdays -7/2/16-8/11/16
- 5) **COMMISSION COMMENTS**
- 6) **PUBLIC HEARING**
 - a) Liquor License Renewal, Revocation and Non-Renewal
 - b) Westborn Market - Liquor License
 - c) Vokin Vodka - Liquor License
 - d) CDBG Public Hearing
- 7) **OLD BUSINESS**
- 8) **NEW BUSINESS**
 - a) Hockey Uniforms - Purchase
 - b) Possible Sale of City-owned Property
 - c) Liquor License Expansion
 - d) Fire Budget
 - e) Traffic Control Order - Downtown
- 9) **REPORTS AND CORRESPONDENCE**
 - a) Appointments Committee Report - Mike Wright

10) **ADJOURNMENT**

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Commission, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Mon-Fri from 8:00am -4:30pm, at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

Consent Agenda- The items on the Consent Agenda will be approved by one motion as Agenda Item #4. There will be no separate discussion of these items unless a Commissioner or Citizen so requests, in which case that item will then be placed on the regular agenda.

City of Plymouth 2016 Goals

- Resolve Last Issues Regarding Dissolution of Plymouth Community Fire Department Agreement (Primarily Pension issues) **Champions: Dalton, Dwyer, Valenti**
- Work Collaboratively with Plymouth Arts & Recreation Complex (PARC) organization, the Plymouth Canton School Board, and the greater Plymouth Community to continue the repurposing of Central Middle School into a high quality Arts & Recreation Complex.
Champions: Dalton, Deal, Dwyer
- Developing a succession plan for the city's key employees, especially considering the long tenures of many of our senior staff. **Champions: Deal, Pobur, Valenti**
- Develop funding plan for future capital improvements **Champions: Pobur, Wolcott, Wright**
- Work collaboratively with the DDA, community leaders, and other organizations to plan for Plymouth's 150th Birthday in 2017. This includes obtaining funding for new Kellogg Park Fountain and Kellogg Park upgrades. **Champions: Deal, Wolcott, Wright**

CITY OF PLYMOUTH

CITY COMMISSION MEETING MINUTES

MONDAY, FEBRUARY 15, 2016, 7:00 p.m.

CITY HALL
201 S. Main Street
Plymouth, MI 48170

CALL TO ORDER:

PRESENT: Mayor Pro-Tem Oliver Wolcott; Commissioners Mike Wright, Colleen Pobur, Suzanne Deal, Joseph Valenti

ABSENT: Mayor Daniel Dwyer, Commissioner Daniel Dalton, excused

CITIZEN COMMENTS: None

APPROVAL OF THE AGENDA:

3. A motion was made by Commissioner Colleen Pobur and seconded by Commissioner Mike Wright for approval of the Agenda for Monday, February 15, 2016.

MOTION PASSED

ENACTMENT OF THE CONSENT AGENDA:

- 4a. Approval of February 1, 2016 City Commission Regular Meeting Minutes
- 4b. Approval of January, 2016 Bills
- 4c. Special Event: West MS Picnic 6/3/2016
- 4d. Special Event: Summer Sales 8/5/2016
- 4e. Special Event: Heartbeat of Plymouth Festival 8/13/2016
- 4f. Special Event: Old Village Restaurant Crawl 8/22/2016
- 4g. Special Event: Ladies' Night Out 9/22/2016
- 4h. Special Event: Scarecrows in the Park 10/16/2016 – 10/31/2016
- 4i. Special Event: Kona Wicked Halloween Run 10/30/2106
- 4j. Special Event: Kona Chocolate Run 11/20/2016

A motion was made by Commissioner Colleen Pobur and seconded by Commissioner Mike Wright for approval of the Consent Agenda for Monday, February 15, 2016.

MOTION PASSED

PUBLIC HEARING:

6a. CDBG Public Hearing

Mayor Pro-Tem Oliver Wolcott opened the Public Hearing at 7:03pm for public comments.

Hearing no comments from the public, Mayor Pro-Tem Oliver Wolcott closed the Public Hearing at 7:04pm.

RES. #2016-07

WHEREAS, The City Commission of the City of Plymouth did post and hold a Public Hearing for the purposes of allocating Community Development Block Grant funds for the program year 2016; and

WHEREAS, It was determined after the public hearing that the City Commission would adopt the estimates for CDBG allocations given by Wayne County; and

WHEREAS, The City Commission will hold an additional public hearing to announce the Final and determined uses for the 2016 CDBG allocation.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the following Community Development Block Grant estimates and allocations provided by Wayne County:

Public Facility Improvements (ADA)	\$32,849.60
Public Services – Senior Transportation	\$11,929.58
<u>Administration/Planning-Grant Admin Salary</u>	<u>\$ 4,975.46</u>
TOTAL (Estimated)	\$49,754.60

A motion was made by Commissioner Joe Valenti and seconded by Commissioner Mike Wright for approval of the resolution.

MOTION PASSED

OLD BUSINESS: None

NEW BUSINESS:

8a. Repairs to Portable Bandshell –

RES. #2016-08

WHEREAS, The City of Plymouth owns a Portable Bandshell as part of our equipment for the many special events that are held in the City in an effort to promote the public welfare and to help create “Place”; and

WHEREAS, The Bandshell was originally purchased in 1998 and has been in regular use ever since that time; and

WHEREAS, From time to time there is a need for annual and major maintenance on the unit and the decking material is in need of replacement in order to maintain the structural integrity of the unit; and

WHEREAS, The original manufacturer has provided a sole source repair estimate in the amount of \$16,890.38 to replace the decking material and structure as needed to bring the unit back to its original specifications.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the repairs to the Bandshell in the amount of \$16,890.38 by Century Industries in Sellersburg, Indiana. Funding for these repairs is authorized from the City Equipment Fund 661-290-930.

A motion was made by Commissioner Mike Wright and seconded by Commissioner Colleen Pobur for approval of the resolution.

MOTION PASSED

8b. Disposition of Old Aerial Ladder Truck –

RES. #2016-09

WHEREAS, The City of Plymouth has a 1980 Aerial Bucket Fire Truck to protect the public health safety and welfare; and

WHEREAS, It has been fully depreciated and determined that this vehicle is no longer used for regular fire fighting services, and it has been deemed as surplus equipment; and

WHEREAS, The Schoolcraft College Public Safety Program has a need for a Aerial Bucket Fire Truck for use as a training tool for their Fire Academy; and

WHEREAS, The truck has been reviewed by the Schoolcraft College Public Safety Programs Leadership group and it was determined that this vehicle would meet the needs of the program; and

WHEREAS, A majority of the Fire Fighters serving the City of Plymouth have come through the Schoolcraft Fire Academy, and there are on-going training opportunities with Schoolcraft College for our current Fire Fighters; and

WHEREAS, The City of Plymouth has a history of providing surplus fully depreciated Fire Equipment to Schoolcraft College.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby recognize the value of the Schoolcraft College Public Safety Programs Fire Academy as a training ground for the majority of the Fire Fighters serving the City of Plymouth and the City Commission does hereby authorize the transfer of title of the Stuphen Aerial Fire Truck to Schoolcraft College Public Safety Programs Fire Academy.

A motion was made by Commissioner Colleen Pobur and seconded by Commissioner Mike Wright for approval of the resolution.

MOTION PASSED

8c. Water Distribution Reliability Study -

City Manager Paul Sincock stated that the City Administration was recommending to authorize Wade Trim to complete a Water Distribution System Reliability Study and Plan. It is a requirement of the State MDEQ that the City have an updated plan every five years. In addition, this plan is an important element to the City's Fire Service Rating from the ISO, which impacts resident and business fire insurance costs.

RES. #2016-10

WHEREAS, The City of Plymouth operates a water distribution system and as a part of operations there is regular scheduled testing of the water supply as well as certain reports related to system reliability and plans; and

WHEREAS, The System Reliability and Plan needs to be updated approximately every five years in order to help manage and develop the water system; and

WHEREAS, There is significant work from the City Engineer that is required for the reports that needs to be completed and filed with the State of Michigan and to be of use for future capital improvements in the system.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize a contract of work with City Engineer Wade Trim in the amount of \$27,500 to complete a Water Distribution System Reliability Study and General Plan as outlined with the Scope of Work on February 8, 2016. Funding for this report shall be authorized from the City's Water and Sewer Fund.

A motion was made by Commissioner Mike Wright and seconded by Commissioner Joe Valenti for approval of the resolution.

MOTION PASSED

REPORTS AND CORRESPONDENCE:

9. None

ADJOURNMENT:

10. Hearing no further business, a motion was made by Commissioner Colleen Pobur and seconded by Commissioner Mike Wright for adjournment of the meeting at 7:20 p.m.

MOTION PASSED

DANIEL DWYER
MAYOR

LINDA LANGMESSER
CITY CLERK

City of Plymouth
SPECIAL EVENT APPLICATION

>> FEES WILL BE CHARGED FOR ALL SPECIAL EVENTS <<

Complete this application in accordance with the City of Plymouth Special Events Policy, and return it to the City Manager's Office at least 21 Calendar days prior to the starting date of the event.

Sponsoring Organization's Legal Name Plymouth Community Band

Ph# _____ Fax# _____ Email _____ Website _____

Address PO Box 700745 City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name Carl Battishill Title Director

Ph# 734-635-9046 Fax# _____ Email battishill@aol.com Cell# 635-9046

Address 525 Blunk City Plymouth State MI Zip 48170

Event Name Concerts in the Park

Event Purpose Concerts June 2, 2016 - PCEP Band 7:00
June 9 - Blue Steel Big Band 7:30

Event Date(s) June 16, 23, 30, July 14, 21, 28, 2016 Plymouth Community Band 7:30

Event Times Aug 4, 2016 - Irv Feldman & Friends 7:30
Aug 11, 2016 - Toot Suite Brass 7:30

Event Location Kellogg Park

What Kind Of Activities? Music Concerts

What is the Highest Number of People You Expect in Attendance at Any One Time? 2500

Coordinating With Another Event? YES NO If Yes, Event Name: _____

Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary.)

Band concerts in the park.

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: (Weddings Ceremonies – Please Review Section 12.2 f.)
City Operated Co-sponsored Event Other Non-Profit Other For-Profit Political or Ballot Issue

2. **ANNUAL EVENT:** Is this event expected to occur next year? YES NO

If Yes, you can reserve a date for next year with this application (see Policy 12.15). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July):

Thursdays in June July & August

Next year's specific dates:

See section 12.13 for license & insurance requirements for vendors

3. **FOOD VENDORS/ CONCESSIONS?** YES NO **OTHER VENDORS?** YES NO

4. **DO YOU PLAN TO HAVE ALCOHOL SERVED AT THIS EVENT?** YES NO

5. **WILL ALCOHOL BE SERVED ON PRIVATE PROPERTY AS PART OF THIS EVENT?** YES NO

6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** Elec for PA system YES NO

CITY SERVICES REQUIRED? If needed, please attach a letter indicating all requests for City Services. (see Attachment B)

Set up band shell with lights and sound. Open rest rooms.

7. **AN EVENT MAP IS** **IS NOT** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

8. **EVENT SIGNS:** Will this event include the use of signs? YES NO
If Yes, refer to Policy 12.8 for requirements, and describe the size and location of your proposed signs: **Please complete a sign illustration / description sheet and include with the application.**

Signs or banners approved by the City of Plymouth for Special Events shall be designed and made in an artistic and workman like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Signs and/or Banners may be used during the event only. Please refer to Special Event Policy for information related to the installation of banners on Downtown Street Light Poles in advance of event. NO SIGNS ARE ALLOWED IN THE PARK IN ADVANCE OF THE EVENT.

9. **UNLIMITED PARKING:** Are you requesting the removal of time limits on parking (see Policy 12.5)? YES NO

If Yes, list the lots or locations where/why this is requested:

No parking on Praxman from Main to the stage 5:00pm - 8:00pm

10. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that

- a. A Certificate of Insurance must be provided which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.10 for insurance requirements)
- b. Event sponsors and participants will be required to sign Indemnification Agreement forms (refer to Policy 12.12).
- c. All food vendors must be approved by the Wayne County Health Department, and each food and/or other vendor must provide the City with a Certificate of Insurance which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.13)
- d. The approval of this Special Event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Event Policy. The event will be operated in conformance with the Written Confirmation of Approval. (see Policy 12.11 and 12.16)
- e. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City, and will promptly pay any billing for City services which may be rendered, pursuant to Policy 12.3 and 12.4.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Event Policy, the terms of the Written Confirmation of Approval, and all other City requirements, ordinance and other laws which apply to this Special Event.

2/12/2016
Date

Carl E Battistelli
Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least twenty (21) days prior to the first day of the event to:

City Manager's Office
City Hall
201 S. Main Street
Plymouth MI 48170

Phone: (734) 453-1234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

The Plymouth Community Band (*organization name*) agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Concerts in the Park (*event name*) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature Carl C. Bathurst

Date 2/12/2014

Witness _____

Date _____

EVENT REVIEW

EVENT NAME: CONCERTS IN THE PARK - THURSDAYS

(note: all fees are only initial estimates and can increase upon assessment of services after the close of the event).

MUNICIPAL SERVICES: Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> (list reason for denial) Initial <u>CP</u>			
<u>LABOR \$250</u> <u>PA & EQUIP \$150</u> } <u>PER CONCERT</u>			
\$250 Bathroom Cleaning Fee Per Day of Event? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>			
Regular Time Costs: \$	Overtime Costs: \$	Equipment & Materials Costs: \$	
POLICE: Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> (list reason for denial) Initial <u>QCC</u>			
<u>1 - OFFICER @ 1 1/2 HRS x 10 DAYS</u>			
Regular Time Costs: \$	Overtime Costs: \$ <u>APPROX 1,140</u>	Equipment & Materials Costs: \$	
FIRE: Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> (list reason for denial) Initial <u>JR</u>			
<u>No Services Needed</u>			
Regular Time Costs: \$	Overtime Costs: \$	Equipment & Materials Costs: \$	
HVA: Approved <input type="checkbox"/> Denied <input type="checkbox"/> (list reason for denial) Initial			
DDA: Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> (list reason for denial) Initial <u>TB</u>			
Regular Time Costs: \$ <u>0</u>	Overtime Costs: \$	Equipment & Materials Costs: \$	
RISK MANAGEMENT: Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> (list reason for denial) Initial <u>MB</u>			
Class I – Low Hazard	<input checked="" type="checkbox"/>	<u>Cert. of ins needed</u>	
Class II – Moderate Hazard	<input type="checkbox"/>		
Class III – High Hazard	<input type="checkbox"/>		
Class IV – Severe Hazard	<input type="checkbox"/>		
APPROVED:		NOT APPROVED:	
		DATE:	

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION:

To: Mayor & City Commission
From: Paul J. Sincock – City Manager
CC: *S:\MANAGER\Sincock Files\Memorandum - City Commission Annual Review of Liquor Establishments 2016 - 03-07-16.doc*
Date: 3/3/2016
Re: Public Hearing – Annual Recommendation for Renewal, Revocation and Non-Renewal Liquor Licenses

BACKGROUND:

The members of the Local Liquor License Review Committee held a meeting on Monday, February 29, 2016 to review the annual report related to Liquor Licenses. The Commission is aware that we have posted a Public Hearing for the Annual Review of Liquor License Renewals for the City Commission on March 7, 2016. This is a normal part of our liquor work load during this time of year. We are required to review all of our records related to each establishment. Often times we find that several establishments owe the City either past due taxes, utility bills or other invoices and the notice serves a reminder of payments due to the City.

As a part of our Administrative Process we publish and mail out a Notice of Public Hearing for Recommending Renewal, Revocation and non-renewal of Liquor Licenses in accordance with our Liquor Management Ordinance. That notice then usually inspires all of those with outstanding issues to contact the City Treasurer or other Departments to either make immediate payment or to make arrangements for payments. Multiple changes in the recommendations occurred between the time of the official notice being sent and the meeting of the LLRC. We have attached the original notice for your reference.

During our agenda preparations as of Thursday, March 3, 2016 we still have outstanding issues with Plymouth Crossings. All others have paid or taken care of any outstanding issue that they may have had with the City.

The LLRC is recommending to the City Commission that all establishments be recommended for renewal; EXCEPT for the Plymouth Crossings which has substantial payment issues. That building has a tremendous flood from a broken water pipe in January 2015. According to the attorney representing the owners of the Plymouth Crossing, they are having difficulty in dealing with the insurance company related to the flood and are currently in litigation with the insurance company. This was reviewed by the LLRC during their meeting. The LLRC indicated to the attorney that his client had one week or until the end of business on March 7, 2016 to take care of the outstanding issues with the City or the City will be forced to evenly and consistently to follow our Ordinance and recommend non-renewal or revocation to the Michigan Liquor Control Commission. We have attached a copy of the draft meeting minutes from the LLRC for your reference.

RECOMMENDATION:

The LLRC has recommended that the City Commission recommend renewal of all licenses, EXCEPT for Plymouth Crossings. In addition, the LLRC has recommended that the City Commission notify the owners of Panache/Bamboo and Plymouth Crossings that if their license is still in Escrow with the State in 2017 that the City will recommend that the license be non-renewed or revoked.

In order to assist the City Commission with their renewal/non-renewal recommendations we have prepared THREE separate Resolutions/Action Items for the renewals and then a second Resolution for establishments being recommended for non-renewal. The third Resolution is related to the licenses in Escrow.

Should you have any questions in advance of the meeting please feel free to contact either Chief Al Cox or myself.

**NOTICE OF ANNUAL
PUBLIC HEARING FOR RECOMMENDING
RENEWAL, REVOCATION AND NON-RENEWAL
OF LIQUOR LICENSES IN ACCORDANCE WITH
The City of Plymouth Liquor Management Ordinance**

Plymouth City Commission
Commission Chambers
201 S. Main
Plymouth, MI 48170
March 7, 2016 - 7:00 p.m.

UPDATED 2/19/16 - ADMINISTRATIVE RECOMMENDATIONS ARE CURRENT AS OF 02/19/2016 AND ARE SUBJECT TO CHANGE PENDING ADDITIONAL INFORMATION OR CORRECTIONS.

Open Public Hearing – As a part of the Regular City Commission Agenda

- 1) License Holder – Buon Vino Winery, LLC, 849 Penniman – Administrative Recommendation for non-renewal pending resolution of outstanding past due tax bill (49-999-00-2012-065 - \$392.26) and hearing before the Local Liquor License Review Committee in accordance with Section 9 of the City of Plymouth Liquor Management Ordinance. LLRC Hearing Scheduled for 4:00 p.m. on February 29, 2016, Plymouth City Hall, 201 S. Main Street, Plymouth, MI
- 2) License Holder – 336 Main, 336 S. Main - Administrative Recommendation for Renewal.
- 3) License Holder – Compari’s on the Park/Fiamma/Sardine 350 S. Main - Administrative Recommendation to approve renewal. (3 locations on one license)
- 4) License Holder – City of Plymouth Parks and Recreation – Administrative Recommendation to approve renewal
- 5) License Holder – D.B.A. - Barrio’s Forest Ave. – Administrative Recommendation for Renewal.
- 6) License Holder – Hermanns Olde Towne Grill, 195 W. Liberty - Administrative Recommendation to approve renewal, pending payment of Taxes due on 2/29/16.

- 7) License Holder – Ironwood Grill, 840 W. Ann Arbor Trail – Administrative Recommendation for non-renewal pending resolution of outstanding water bill (ARTW-000840-0000-02 \$1,015.81) and payment of taxes due on 2/29/16 and hearing before the Local Liquor License Review Committee in accordance with Section 9 of the City of Plymouth Liquor Management Ordinance. LLRC Hearing Scheduled for 4:00 p.m. on February 29, 2016, Plymouth City Hall, 201 S. Main Street, Plymouth, MI
- 8) License Holder – Mayflower Meeting House, Exclusive Catering, Inc. 499 S. Main - Administrative Recommendation to approve renewal.
- 9) License Holder – Mayflower – Lt. Gamble Post 6995 of the Veterans of Foreign Wars of the United States, 1426 S. Mill Street - Administrative Recommendation to approve renewal.
- 10) License Holder – Nico & Vali – Italian Eatery, 744 Wing Street - Administrative Recommendation to approve renewal.
- 11) License Holder – Plymouth Knights of Columbus Building Council #3292, 150 Fair Street - Administrative Recommendation to approve renewal.
- 12) License Holder – The Box Bar, 777 W. Ann Arbor Trail - Administrative Recommendation for non-renewal pending resolution of outstanding past due Invoice Due to City DDA (\$157.52) and payment of taxes due on 2/29/16 and a hearing before the Local Liquor License Review Committee in accordance with Section 9 of the City of Plymouth Liquor Management Ordinance. LLRC Hearing Scheduled for 4:00 p.m. on February 29, 2016, Plymouth City Hall, 201 S. Main Street, Plymouth, MI
- 13) License Holder – The Penn Grill, 820 Penniman – Administrative Recommendation for approval pending payment of taxes due on 2/29/16
- 14) & 15) License Holder – Liberty Street Brewing – Norton X Brewing LTD, 149 W. Liberty – Administrative Recommendation for non-renewal pending resolution of outstanding past due tax bills (49-005-03-0051-001 \$6,446.60, 49-999-00-2015-080 \$1,523.95) and payment of taxes in the amount of \$382.55 due on 2/29/16 and hearing before the Local Liquor License Review Committee in accordance with Section 9 of the City of Plymouth Liquor Management Ordinance. LLRC Hearing Scheduled for 4:00 p.m. on February 29, 2016, Plymouth City Hall, 201 S. Main Street, Plymouth, MI

- 16) License Holder – DBA/ Aqua - JJA, Inc. – Starkweather & Main Street -
Administrative Recommendation for RENEWAL pending payment of taxes due
on 2/29/16
- 17) License Holder – PANACHE – 447 Forest Ave., - Administrative
Recommendation for Revocation License that has been in Escrow since August
2014 and City Ordinance allows LLRC and City Commission to make
recommendation to the State of Michigan Liquor Control Commission to revoke
the license due to lack of use causing vacant building and property deterioration
in central core of Downtown.
- 18) License Holder – DBA/Plymouth ROC – 1020 W. Ann Arbor Road -
Administrative Recommendation to approve renewal.
- 19) License Holder – E.G. Nicks T. Belli & Assoc. Inc. – 500 Forest Ave. –
Administrative Recommendation to approve renewal.
- 20) License Holder – DBA/Plymouth Crossing – 340 N. Main - Administrative
Recommendation for non-renewal pending payment or resolution of outstanding
past due taxes due to City (49-005-01-0362-007 - \$76,902.68) and payment of
taxes due on or before 2/29/16 in the amount of \$5,450.74 and possible
recommendation for Revocation due to license being held in Escrow since
January 2015 in accordance with Liquor Management Ordinance and hearing
before the Local Liquor License Review Committee in accordance with Section 9
of the City of Plymouth Liquor Management Ordinance. LLRC Hearing
Scheduled for 4:00 p.m. on February 29, 2016, Plymouth City Hall, 201 S. Main
Street, Plymouth, MI
- 21) License Holder – Post Bistro – 844 Penniman Ave. - Administrative
Recommendation to approve renewal.
- 22) License Holder – Sean O’Callaghan’s Public House – 821 Penniman Ave. -
Administrative Recommendation for non-renewal pending resolution of
outstanding past due tax bill (49-999-00-1889-000 \$2,963.77) and payment of
taxes due on or before 02/29/16 in the amount of \$267.29 and hearing before the
Local Liquor License Review Committee in accordance with Section 9 of the City
of Plymouth Liquor Management Ordinance. LLRC Hearing Scheduled for 4:00
p.m. on February 29, 2016, Plymouth City Hall, 201 S. Main Street, Plymouth,
MI
- 23) License Holder – Station 885 – 885 Starkweather – Recommendation to approve
renewal.
- 24) License Holder – Stella Dog Tavern, 860 Fralick - Administrative
Recommendation for Renewal pending payment of Taxes due on or before
02/29/16 in the amount of \$409.73.

** License holders with payments due or past payments due should check their records to confirm if the payment has already been made and notify the City Treasurer (734-453-1234 ext. 245.) Contact with the City Treasurer and payment can result in the Administrative Recommendation being changed in advance of the Public Hearing. Past due tax payments to Wayne County must have a receipt showing payment.*

The City of Plymouth may provide correspondence, reports and/or public comment from the City Manager, Police Chief, City Clerk, Community Development Director, Fire Chief or Inspector, City Treasurer and/or other members of the City of Plymouth Staff.

LOCAL LIQUOR LICENSE REVIEW COMMITTEE WILL MEET AT 4:00 p.m. ON MONDAY, FEBRUARY 29th AT THE PLYMOUTH CITY HALL TO MAKE A FINAL RECOMMENDATION TO CITY COMMISSION ON RENEWAL, REVOCATION AND NON-RENEWAL OF LIQUOR LICENSES.

Licensees are required to notify the City's Attorney's Office at least three (3) days prior to the hearing date if they intend to contest the proposed action, and to provide the names of witnesses known at the time who will testify on their behalf. (Section 8, B6) Contact City Attorney's Office at – Plunkett & Cooney, Robert Marzano, City Attorney - 248-594-6357.

2015 REPORT OF ALCOHOL RELATED POLICE INCIDENTS

TO: PAUL SINCOCK, CITY MANAGER
FROM: A.L. COX, DIRECTOR OF PUBLIC SAFETY *A.L. Cox*
SUBJECT: ALCOHOL RELATED INCIDENTS FOR PERIOD 1/1/2015-12/31/2015
DATE: 1/22/2016

Current MLCC Licenses in the City of Plymouth

Alcohol by the Glass: 22 Active and 2 In Escrow (1 for every 380 residents)
Packaged Liquor: 7 Active and 1 In Escrow (1 for every 1141 residents)

Total MLCC inspections by Officers to every MLCC regulated establishment

- Officers are required to perform MLCC inspections of all MLCC regulated establishments. This occurs weekly for several alcohol by the glass establishments and monthly for others, including our packaged beer, wine, and liquor stores. Inspections consist of an Officer's walk-thru/observation of the establishment's employees, patrons, and service practices followed by the completion of a written check-list/report for each location.

MLCC Police Officer Inspections	1/1/2014-12/31/2014	1/1/2015-12/31/2015
Total	1128	815

Total alcohol related Disorderly Conduct Calls For Service (CFS)

- The following table displays all alcohol related Disorderly Conduct CFS for the referenced time period. Total CFS of this type are listed first, followed by those dispatched directly to the address of any of our licensed establishments. The last category is all other alcohol related Disorderly Conduct CFS around town.

Alcohol Related Disorderly Conduct CFS	1/1/2014-12/31/2014	1/1/2015-12/31/2015
Total	33	75
Local Establishments	11	18
Other Areas Around Town	22	57

Total alcohol related driving/motor vehicle CFS

- All drunken driving incidents, including OWI 1st Offense, Repeat Offenders (OWI II & OWI III), Super Drunk, and Child Endangerment cases.

Alcohol/Motor Vehicle related CFS	1/1/2014-12/31/2014	1/1/2015-12/31/2015
Total	99	75

- In an effort to give you a better understanding of our total number, the following table breaks down the specifics regarding the types of drunks we encounter and in some cases an idea of their condition (Blood Alcohol Content over .17).

Year	OWI 1st Offense MISDEMEANOR	OWI 2nd Offense MISDEMEANOR	OWI 3rd Offense FELONY	Super Drunk .17 BAC or higher	Total OWI Arrests	OWI Crashes
2014	40 (41%)	9 (9%)	3 (3%)	47 (47%)	99	7
2015	26 (35%)	10 (13%)	7 (9%)	32 (43%)	75	9

Total other alcohol related incidents

- Includes such incidents as Minor in Possession of alcohol, as well as Open Intoxicants and Public Intoxication.

Other alcohol related incidents	1/1/2014-12/31/2014	1/1/2015-12/31/2015
Total	19	5

Total alcohol related Malicious Destruction of Property (MDOP) CFS

- Incidents involving MDOP in which the suspect is intoxicated or had been drinking.

Alcohol related MDOP CFS	1/1/2014-12/31/2014	1/1/2015-12/31/2015
Total	1	1

Total Violation Reports Involving City MLCC Licensed Establishments

- It should be noted that 2015 is the first year since 2007 in which it has not been necessary to file a Violation Report with the MLCC.

MLCC Violation Reports	1/1/2014-12/31/2014	1/1/2015-12/31/2015
Total	2	0

Total Police Notifications to MLCC regulated establishments

- These notifications were telephone calls, emails or face to face meetings with bar owners or management anytime Officers responded to an incident involving a subject(s) that consumed in their establishment (i.e. a visibly intoxicated subject that was arrested for drunk driving after having been served at a local bar).
- It is important to note that the information as to where a subject(s) was drinking is generally provided by an intoxicated person that, in the same breath, will tell us he/she had “two beers” when it is obvious they had much more.

Police Notification to MLCC Establishment		
Establishment	1/1/2014-12/31/2014	1/1/2015-12/31/2015
336 Main	2	1
Aqua	0	0
Bamboo	0	ESCROW SINCE 8/2014
Barrio Cocina Y Tequileria	0	0
Box Bar	0	0
Cellar 849	0	0
Compari's/Fiama/Sardine Room	1	1
Cultural Center	0	0
E.G. Nicks	0	0
Herman's Grille	2	0
Ironwood	1	1
K of C	0	0
Liberty Street Brewing Co.	0	0
Mayflower Meeting House	0	0
Nico & Vali	0	0
Penn Grille	3	3
Plymouth Crossing	1	ESCROW SINCE 1/2015
Plymouth ROC	1	0
Post Bistro	3	5
Sean O'Callaghan's	0	2
Station 885	0	0
Stella's Black Dog Tavern	0	0
VFW	0	0
Total	14	13

While this report has been compiled as accurately as possible, it should be noted that it is likely that some alcohol related incidents have been missed as a result of operator error in capturing alcohol related data within the proper field during data entry of the police report.



**CITY OF PLYMOUTH
MEETING MINUTES**

201 S Main, Plymouth, MI 48170
Ph (734) 453-1234 Fax (734) 455-1892
<http://www.ci.plymouth.mi.us>



MEETING MINUTES

Local Liquor License Review Committee (LLRC)

Monday, February 29, 2016

City Hall – 4:00 p.m.

CALL TO ORDER: Members Present- Dan Dwyer, Joe Valenti, Colleen Pobur

APPROVAL OF MEETING MINUTES of March 16, 2015 - It was moved by Member Dwyer and seconded by Member Valenti to approve the Meeting Minutes of October 6, 2014.

MOTION PASSED

ANNUAL REVIEW OF LIQUOR LICENSES & RECOMMENDATION – Chairperson Pobur indicated that there were no violations filed with the State of Michigan Liquor Control Commission this past year. There was discussion between the Committee members indicating that the limited amount of amount of complaints and issues coming before the LLRC shows that the licensed establishments are working hard to keep complaints down and the Police Department is also working hard with the establishments in an effort to address issues, before they become larger and end up before the LLRC.

It was noted that based on recent information to the City Administration that the Administration was recommending renewal of all licenses except the Plymouth Crossings, due to outstanding issues with the City in accordance with the Liquor Management Ordinance.

The following Resolution was offered by Member Dwyer and seconded by Member Valenti.

- WHEREAS The City of Plymouth has a Liquor Management Ordinance related to the operation All Class C Type Liquor Licenses in the City, and
- WHEREAS On February 29, 2016, the City Administration presented the Liquor License Review Committee with information about the various Liquor licensed establishments in the City, and
- WHEREAS A Public Hearing Notice was posted and mailed to Liquor License Holders indicating A Public Hearing would be held before the City Commission on March 7, 2016 and that

A meeting of the Liquor License Review Committee (LLRC) would be held on February 29, 2016 to make a recommendation to the City Commission related to the renewal, revocation or non-renewal of Liquor Licenses in The City, and

WHEREAS The LLRC Meeting and the Public Hearing before the City Commission allows the Ownership of the liquor licensed establishments an opportunity to provide input to The Local Liquor License Review Committee and the City Commission prior to any Recommendation or decision being rendered.

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee does hereby recommend to the City Commission that the following licenses be renewed:

- Buon Vino Winery, LLC * 336 Main
- Compari's/Fiamma/Sardine Room (3 locations one license)
- City of Plymouth Recreation * Barrio – 555 Forest
- Hermanns Olde Town Grill * Ironwood Grill
- Mayflower Meeting House * Mayflower – Lt. Gamble Post
6695 VFW
- Nico & Vali * Plymouth Knights of Columbus #3292
- Box Bar * Penn Grill
- Plymouth ROC – 1020 W. Ann Arbor Road * Station 885
- Sean O'Callaghan's * Post Local Bistro
- E.G. Nicks * Stella Dog Brewery
- Aqua * Liberty Street Brewing
- Norton X Brewing * Panache/Bamboo

MOTION PASSED

After the above motion passed there was a discussion related to the one outstanding license for Plymouth Crossings and the over \$80,000 that the building has due to the City. Attorney Mike Sutherland was on hand representing the Plymouth Crossings. He indicated to the LLRC that the historic building has a cash flow problem as a result of a flood of biblical proportions. There was discussion of the building owner's issues with their insurance company and the resulting change in insurance adjusters. Attorney Sutherland indicated that there is currently litigation on-going between the owner of the building and their insurance company.

Mayor Dwyer indicated that we hear you and understand the issues that your client is facing as a result of the flood which occurred in the building in the winter of 2015. The Mayor continued indicating that the City has a fair ordinance and that we have uniformly applied the rules over several years. The Mayor also stated that he did not know how to not apply the Ordinance to this situation.

Member Valenti indicated that other vendors are expecting payment and that if the building owner failed to pay utility bills the utility would be cut off.

After the discussion the following Resolution was offered by Member Dwyer and seconded by Member Valenti:

- WHEREAS The City of Plymouth has a Liquor Management Ordinance related to the operation All Class C Type Liquor Licenses in the City, and
- WHEREAS On February 29, 2016, the City Administration presented the Liquor License Review Committee with information about the various Liquor licensed establishments in the City, and
- WHEREAS A Public Hearing Notice was posted and mailed to Liquor License Holders indicating A Public Hearing would be held before the City Commission on March 7, 2016 and that A meeting of the Liquor License Review Committee (LLRC) would be held on February 29, 2016 to make a recommendation to the City Commission related to the renewal, revocation or non-renewal of Liquor Licenses in the City, and
- WHEREAS The LLRC Meeting and the Public Hearing before the City Commission allows the Ownership of the liquor licensed establishments an opportunity to provide input to The Local Liquor License Review Committee and the City Commission prior to any Recommendation or decision being rendered.

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee does hereby recommend to the Plymouth City Commission that the following license be given until the end of business on Monday, March 7, 2016 to come into compliance with City Ordinances, to include the payment of all monies due/past due to the City of Plymouth or the recommendation to the City Commission shall be to non-renew or revoke the license

- Plymouth Crossings

MOTION PASSED

There was then discussion of the two licenses that are currently in Escrow with the State of Michigan including the licenses for Panache/Bamboo and the Plymouth Crossing. City Ordinance Section 6.41 allows the LLRC and City Commission to make a recommendation to the State Liquor Control Commission terminate a license that has been in Escrow for more than one year.

The following Resolution was moved by Member Dwyer and Seconded by Member Valenti:

NOW THEREFORE BE IT RESOLVED to notify the ownership of Panache/Bamboo and the Plymouth Crossing that it is the intent of the Local Liquor License Review Committee to recommend to the City Commission that they should request that the State Liquor Control Commission terminate their licenses should they still be in Escrow at the start of 2017.

MOTION PASSED

ANNUAL REVIEW TO MAINTAIN, EXPAND OR DELETE TOTAL NUMBER OF ALLOWABLE ON-PREMISES LICENSES IN ACCORDANCE WITH SECTION 6-37d OF THE CITY CODE - On this topic there was considerable discussion. Chairperson Pobur had City Manager Sincock give a brief overview of the Ordinance and the annual requirement to review the number of licenses in the City.

Member Valenti stated that he was concerned about the possible dilution of what we have with regards to the stresses that additional licenses may place on the current businesses and the community.

Member Pobur stated that liquor licenses are hard to come by in Wayne County. We are at a good level now. Police issues are down. Parking and the character of the community are considerations as well.

Member Dwyer stated that he is typically a hard NO walking into the room and he has concerns related to the mix of retail as well as parking issues. He indicated that he is struggling with his decision this year and would love to hear more from the public.

A representative of Westborn Market at 860 Penniman stepped forward to make a presentation to expand the number of licenses in the DDA District and to allow them to have the license.

Laura Stevens of 855 Penniman spoke and indicated that there are four bars on her block now and enough is enough. She did not want to see the number of licenses expanded in the City.

Stephen one of the owners of the Greek Islands wants to see the City expand the number of licenses in the DDA District to allow them to have a Tavern License to sell Beer and Wine. This would be in order to meet the demands of their customers and to keep up with the competition. He suggested expanding the number of licenses in the DDA District by two.

The Following Resolution was offered by Member Valenti and Seconded by Member Pobur:

WHEREAS The City Commission established the Local Liquor License Review Committee (LLRC) As a part of its Liquor Management Ordinance, and

WHEREAS City Ordinance Section 6-37(d) requires that the Local Liquor License Review Committee annually review and report to the City Commission its recommendations to Maintain, expand or delete the total number of allowable on-premises retail Licenses for establishments that serve alcohol by the glass under a variety of State of Michigan Liquor Licenses, and

WHEREAS The LLRC did make a review of the current liquor licenses and the City's potential For maintaining, expanding or deleting the number of Liquor Licenses in the City.

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee does hereby recommend to the City Commission that they EXPAND the current number of liquor licenses in the City. The Local Liquor License Review Committee recommends to the City Commission that 15 licenses (increase of 1) within the B-2 Zoning District (DDA) and that 10 Licenses (no increase) be allowed within the B-1, B-3 and ARC Zoning Districts and that the total number of liquor licenses shall NOT EXCEED 25 Licenses (increase of 1) City wide in accordance with the current Zoning and Liquor Management Ordinances.

MOTION PASSED 2 – 1
Pobur – Yes
Valenti – Yes
Dwyer - No

REQUEST FOR SMALL DISTILLER LICENSE FOR VOKIN, LLC – The City has received an application from Vokin Vodka for a Small Distiller License to be located at 710 Junction. The members of the LLRC have received a communication from the City Attorney related to this matter.

The Following Resolution was offered by Member Dwyer and seconded by Member Valenti:

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee has received a letter from the City Attorney related to this matter and they would like to go into closed session to review the letter that is subject to Attorney – Client Privilege and that the LLRC now move to Closed Session for discussion with the City Attorney.

MOTION PASSED – ROLL CALL VOTE

Dwyer – Yes

Valenti – Yes

Pobur – Yes

After the Closed Session of the LLRC they returned to open session. There was a brief discussion related to the operation and the lack of a “tasting room or space” at the location on Junction. The owner of the business indicated that he was aware of that and that he had no intentions of running a “tasting room or space” as a part of his operations and license. Member Dwyer indicated that City Ordinance would prohibit a “tasting room or space” and if one opened under his license he would be in violation of City Ordinance. The owner stated that he was aware of those restrictions and was only interested in the distilling operations.

The following Resolution was offered by Member Dwyer and Seconded by Member Valenti:

WHEREAS The City Commission established the Local Liquor License Review Committee (LLRC) As a part of its Liquor Management Ordinance, and

WHEREAS There was an application for a Small Distiller License to be located at 710 Junction And distilling is an allowed use in that Zoning District, and

WHEREAS The owner acknowledged and is aware that no tasting of product is allowed in that Zoning District or elsewhere in the City as it would violate Zoning Ordinances and the Liquor Management Ordinance.

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee does hereby recommend to the City Commission that they approve the Application for Small Distiller License for Vokin Vodka, LLC.

MOTION PASSED

REQUEST FOR CLASS C LICENSE TRANSFER INTO THE CITY FOR WESTBORN MARKET – The City has Received an application from Westborn Plymouth for a Class C License for their location at 860 Penniman as well as additional permits to include Sunday Sales AM/PM and permits for Outdoor Service Area.

The Following Resolution was offered by Member Dwyer and seconded by Member Valenti:

A motion to Table this matter for a period of up to 90 Days.

MOTION PASSED

ADJOURNMENT- There being no further business to come before the LLRC it was moved by Member Valenti and seconded by Member Dwyer to adjourn the meeting.

MOTION PASSED

Respectfully submitted:

Paul Sincock
City Manager

DRAFT

CITY COMMISSION RESOLUTION #1

Renewal

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City of Plymouth has a Liquor Management Ordinance related to the operation of All Class C Type Liquor Licenses in the City, and

WHEREAS On February 29, 2016, the City Administration presented the Liquor License Review Committee and the City Commission with information about the various Liquor licensed establishments in the City, and

WHEREAS A Public Hearing has been properly noticed and scheduled before the City Commission Meeting on Monday, March 7, 2016 to allow members of the public and the Ownership of the liquor licensed establishments an opportunity to provide input to The Local Liquor License Review Committee and the City Commission.

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee does hereby recommend to the State of Michigan Liquor Control Commission that the following licenses be renewed:

- Buon Vino Winery, LLC * 336 Main
- Compari's/Fiamma/Sardine Room (3 locations one license)
- City of Plymouth Recreation * Barrio – 555 Forest
- Hermanns Olde Town Grill * Ironwood Grill
- Mayflower Meeting House * Mayflower – Lt. Gamble Post 6695 VFW
- Nico & Vali * Plymouth Knights of Columbus #3292
- Box Bar * Penn Grill
- Plymouth ROC – 1020 W. Ann Arbor Road * Station 885
- Sean O'Callaghan's * Post Local Bistro
- E.G. Nicks * Stella Dog Brewery (Doyles)
- Aqua * Liberty Street Brewing
- Norton X Brewing * Panache/Bamboo

CITY COMMISSION RESOLUTION #2

Non-Renewal

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City of Plymouth has a Liquor Management Ordinance related to the operation
All Class C Type Liquor Licenses in the City, and

WHEREAS On March 03, 2014, the City Administration presented the Liquor License Review
Committee and the City Commission with information about the various
Liquor licensed establishments in the City, and

WHEREAS A Public Hearing has been properly noticed and scheduled before the City Commission
Meeting on Monday, March 03, 2014 to allow members of the public and the
Ownership of the liquor licensed establishments an opportunity to provide input to
The Local Liquor License Review Committee and the City Commission.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth recommends
to the State of Michigan Liquor Control Commission that the following license NOT BE RENEWED due
to violations of the City's Liquor Management Ordinance and a failure to pay past due taxes or other
payments due to the City:

- Plymouth Crossings

CITY COMMISSION RESOLUTION #3

Licenses in Escrow

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City of Plymouth has a Liquor Management Ordinance related to the operation
All Class C Type Liquor Licenses in the City, and

WHEREAS On February 29, 2016, the Liquor License Review Committee did meet to make
Recommendations to the City Commission related to Liquor Licenses, and

WHEREAS A Public Hearing has been properly noticed and scheduled before the City Commission
Meeting on Monday, March 7, 2016 to allow members of the public and the
Ownership of the liquor licensed establishments an opportunity to provide input to
The Local Liquor License Review Committee and the City Commission.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby direct the City Clerk to notify the ownership of the Plymouth Crossings and Panache/Bamboo that the City intends to recommend to the Michigan Liquor Control Commission non-renewal or revocation of their licenses should they still be in Escrow in 2017. This action is being taken in accordance with the City of Plymouth Liquor Management Ordinance.

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Liquor License Review Committee
From: Paul J. Sincock – City Manager
CC: S:\MANAGER\Sincock Files\Memorandum - Liquor License Transfer Westborn Market City Comm 03-07-16.doc
Date: 3/3/2016
Re: PUBLIC HEARING - Liquor License Transfer INTO the City – Westborn Market

BACKGROUND:

The City has received an application from Westborn Market. They are requesting the transfer of an ADDITIONAL Liquor License INTO the City of Plymouth for their location at 860 Penniman. They are also requesting additional permits to include Sunday Sales AM/PM and permits for Outdoor Service Area.

Due to the fact that an application has been submitted and the appropriate fees paid, it is necessary to schedule and notice a Public Hearing based on the application. In addition, the Local Liquor License Review Committee (LLRC) also had a chance to review the application.

If this license was transferred into the City, it would mean that we would exceed the current cap on liquor licenses in the City. The LLRC reviewed the application, but tabled the matter for a period of up to 90 days. As a separate action item the City Commission must decide to expand, maintain or reduce the number of allowed liquor licenses in the City.

Since the Notice of a Public Hearing has already been posted, it is necessary for the City Commission to open and hold a Public Hearing on this matter.

The plan for this establishment is to be primarily to be operated as a full service specialty grocery store. There will be a dining area inside with 25 seats and outdoor seating on their property during appropriate weather conditions. They are projecting the ratio of food sales to alcohol sales to be 90% food and 10% alcohol. The entire plan is attached.

It should be noted that the State of Michigan Liquor Control Commission is already processing the transfer of the license and approval of the local unit of government IS NOT REQUIRED under the relatively new interpretations of the law. The transfer of the Liquor License into the City would violate local Ordinances unless the LLRC and

City Commission change the Ordinances to allow for an expansion of the allowed number of liquor licenses in the City.

It should be noted that the new leadership of the State of Michigan Liquor Control Commission issued a bulletin or new interpretation of the State Liquor Code and the Michigan Liquor Control Commission as of June 21, 2012 clearly indicating that the State transfer of a liquor license DOES NOT REQUIRE local approval. Prior to that date any new or transfer of license into a community required local government approval for the State to approve the transfer. There was no change in the law, just a new interpretation.

The City's local Liquor Management Ordinance does require local approval and the new owners have submitted an application to approve a new liquor serving establishment in our City.

The application is to operate an establishment in the B-2 or Central Business District Zoning area at 860 Penniman. This establishment would exceed the City current established cap of 14 liquor serving establishments or the number of liquor licenses allowed in the B-2 Zoning District or Downtown area.

Both the LLRC and the City Commission recently began the annual review of the number of liquor licenses in the City. After that review the LLRC and City Commission may authorize a change in the number of allowed licenses. A change in the number authorized licenses would take two actions by the City Commission, plus an additional Public Hearing as both the Zoning Ordinance and the Liquor Management Ordinance will need to be changed.

The establishment has submitted a business operation plan in accordance with Section 6.34(a) of the City Ordinance.

Due to the applicant's inability to comply with current City Ordinances the City Administration cannot recommend further review of the application or approval. Unless there is a change in Ordinances we cannot recommend approval and we have prepared a proposed Resolution indicating a denial of the transfer. Further, the City Commission is aware that the City has already sent a letter to the State of Michigan objecting to this transfer.

Should the City Commission authorize a change in the number of allowed licenses, action on this item could be delayed until a future meeting of the LLRC and City Commission. Another option would be to approve the transfer pending an Ordinance Change that may be authorized by the City Commission.

Should you have any questions in advance of the meeting please feel free to contact me.

NOTICE OF PUBLIC HEARING

CITY OF PLYMOUTH CITY COMMISSION WILL HOLD A PUBLIC HEARING IN ACCORDANCE WITH LIQUOR MANAGEMENT ORDINANCE

PLEASE TAKE NOTICE THAT a public hearing shall be held before the City Commission of the City of Plymouth on **Monday, March 7, 2016 at 7:00 p.m.** at the regular meeting of the Plymouth City Commission the meeting will be held at Plymouth City Hall, 201 S. Main, Plymouth, Michigan. The Public Hearing will consider the following:

- 1) **Application for Transfer of Liquor License into the City of Plymouth from Westborn, Livonia to Westborn Market Plymouth at 860 Penniman, Plymouth.**
- 2) **Application for Small Distiller License for Vokin Vodka at 710 Junction.**

This is a public meeting and any interested person is invited to attend at the place and time stated.

THERE WILL BE A MEETING OF THE LOCAL LIQUOR LICENSE REVIEW COMMITTEE (LLRC) PRIOR TO THE PUBLIC HEARING TO MAKE A RECOMMENDATION TO THE CITY COMMISSION. The LLRC meeting will take place at the PLYMOUTH CITY HALL, 201 S. Main, Plymouth, MI 48170 at 4:00 p.m. on Monday, February 29, 2016.

Linda J. Langmesser, CMC
City Clerk

Posted: City Hall
Cultural Center
Public Library

The Following Resolution was offered by Member Dwyer and seconded by Member Valenti:

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee has received a letter from the City Attorney related to this matter and they would like to go into closed session to review the letter that is subject to Attorney – Client Privilege and that the LLRC now move to Closed Session for discussion with the City Attorney.

MOTION PASSED – ROLL CALL VOTE

Dwyer – Yes
Valenti – Yes
Pobur – Yes

After the Closed Session of the LLRC they returned to open session. There was a brief discussion related to the operation and the lack of a “tasting room or space” at the location on Junction. The owner of the business indicated that he was aware of that and that he had no intentions of running a “tasting room or space” as a part of his operations and license. Member Dwyer indicated that City Ordinance would prohibit a “tasting room or space” and if one opened under his license he would be in violation of City Ordinance. The owner stated that he was aware of those restrictions and was only interested in the distilling operations.

The following Resolution was offered by Member Dwyer and Seconded by Member Valenti:

WHEREAS The City Commission established the Local Liquor License Review Committee (LLRC) As a part of its Liquor Management Ordinance, and

WHEREAS There was an application for a Small Distiller License to be located at 710 Junction And distilling is an allowed use in that Zoning District, and

WHEREAS The owner acknowledged and is aware that no tasting of product is allowed in that Zoning District or elsewhere in the City as it would violate Zoning Ordinances and the Liquor Management Ordinance.

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee does hereby recommend to the City Commission that they approve the Application for Small Distiller License for Vokin Vodka, LLC.

MOTION PASSED

REQUEST FOR CLASS C LICENSE TRANSFER INTO THE CITY FOR WESTBORN MARKET – The City has Received an application from Westborn Plymouth for a Class C License for their location at 860 Penniman as well as additional permits to include Sunday Sales AM/PM and permits for Outdoor Service Area.



The Following Resolution was offered by Member Dwyer and seconded by Member Valenti:

A motion to Table this matter for a period of up to 90 Days.



MOTION PASSED

ADJOURNMENT- There being no further business to come before the LLRC it was moved by Member Valenti and seconded by Member Dwyer to adjourn the meeting.

MOTION PASSED

Respectfully submitted:

Paul Sincock
City Manager

DRAFT

LLRC MEETING MINUTES 02/29/16



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRPERSON

MIKE ZIMMER
DIRECTOR

December 30, 2015

City Clerk
Plymouth City
llanqmesser@ci.plymouth.mi.us

The purpose of this letter is to notify this local legislative body that the Michigan Liquor Control Commission has received an application for a license, as follows:

Request ID#: 816628

Transfer ownership and location of 2015 Class C & SDM License

Name of applicant(s): Westborn of Plymouth, LLC

Business address and phone: 860-, 870 Penniman, Plymouth, MI 48170

Home address and phone number of partner(s)/subordinates:

1. Westborn, Inc.: 14925 Middlebelt Rd. Livonia, MI 48154 C-(248) 981-8810

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit. Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

CITY OF PLYMOUTH
LIQUOR LICENSE REVIEW COMMITTEE
APPLICATION

Name of Applicant:

Westborn Market / Anthony Anusbigian

Address of Applicant:

860 Penniman
Plymouth Mich Anusbigian
48170

Phone Number of Applicant: 248 981 8810

Fax Number of Applicant:

Email Address of Applicant:

aanusbigian@comcast.net

Please List Name, Address and type of license as it appears on current Liquor License:

Howell's Bar Class C
1035 Mason St.
Dearborn, MI 48124

List All Persons Listed on Liquor License (Partners):

Please list type of license that you are requesting (new, permit, transfer of ownership, transfer into the City, etc.):

SDM, Class C

Please list Name, Address and type of license as it is proposed (If change approved):

Westborn Market, 860 Penniman Plymouth

Please list all persons listed on proposed Liquor License (Partners):

Anthony Anusbigian Jeffrey Anusbigian
Sarkis Mark Anusbigian

Fee Schedule:

Liquor License Investigations	
Class C or Private Club License:	
New license or transfer of ownership	\$600.00
Amend stockholders	\$300.00
Relocation of existing license (per person named on request)	\$300.00
Dance or entertainment permit	\$200.00
SDD/SDM:	
New license or transfer of ownership	\$400.00
Relocation of existing license (per person named on request)	\$300.00
Add or drop space on license	\$100.00
Special license and one-day permits	\$100.00

Please submit plan of operation (if required, see Section #4 of Ordinance):

Signature of Applicant:



Date:

2/8/16

Attach.

City of Plymouth

Class C Liquor License or Tavern Licensed Business Plan of Operation

Business Name: Westborn Market

Doing Business as: Westborn Market

Address: 860 Penniman Ave., Plymouth, MI 48170

- 1) **Hours Of Operation:** At present our planned hours of operation will be Monday-Saturday, from 8:00am-9:00pm. Sundays hours of operation will be 8:00am-7:00pm.
- 2) **Format:** The premises will primarily be operated as a full-service specialty grocery store. There will be additional full-service floral services available on location. There is a dining area, which is temporary (outside-patio seating) dining during appropriate weather conditions and approximately 25 seats inside year round. We project that the ratio of food sales to alcohol sales to be 90% food and 10% alcohol.
- 3) **Code Compliance:** The premises is being fully remodeled, when completed it will comply with all applicable health, safety, building, sanitation, electrical, plumbing and fire codes as well as all zoning requirements. Our contractor, landlord, as well as our internal leadership team is taking all appropriate steps to follow all appropriate procedures to ensure all regulations are met and meet inspections.
- 4) **Plan Of Operation:** Westborn Market has acknowledged that under Ordinance 2003-04, that Westborn Market will operate with an approved plan of operation. We recognize that operation of this premise in any manner inconsistent with the approved plan of operation is a violation of the ordinance and the rules of the Liquor Control Commission. Westborn acknowledges that any change to the plan of operation must be approved buy the City Commission prior to it being placed into effect on the business premises.
- 5) **Security:** Security for the customer, team members, building and community is the first priority for Westborn Market. We take whatever measures necessary to maintain and supervise the expected level of security. Our properties include sophisticated security cameras, alarm systems and security doors in addition to a trained manager on premise at all hours of operation.
- 6) **Parking:** Parking will be provided as follows:
 - 43-49 spaces on site
 - Up to 30 public street parking spots along Penniman Ave.
 - Employees will be directed to park in a variety of municipal parking areas.

- 7) **Alcohol Management:** Westborn Market will strictly obey all rules and regulations promulgated by the City of Plymouth and the State of Michigan Liquor Control Commission as it has since its inception back in 1963. There will be neither service to nor consumption of alcoholic beverage by minors at any time. No alcohol will be sold or permitted to be sold, on a commission basis by any person.
-

The following policies will be enforced at the establishment:

1. No alcoholic beverages will be allowed on the premises, other than what Westborn Market is to dispense.
2. All Team Members will pay attention and be alerted to observable clues displayed by an intoxicated individual such as: impaired reflexes, impaired coordination, reduced judgment and inhibitions, impaired vision, etc.
3. All staff will be alert to potential problems at their respective area at the facility.
4. All team members will be required to read and sign Westborn's internal handbook acknowledging proper procedures as it pertains to selling and monitoring guests consuming alcohol.
5. Westborn team members will be properly trained to be polite and courteous to the intoxicated individual(s). They will also be knowledgeable as to when to request assistance from additional facility staff.
6. Patrons who appear to be "30 years of age or younger" will be asked to show proper Michigan identification. Signage will be properly displayed at all serving locations. Patrons MUST produce proper identification prior to the selling of any alcohol.
 - 6.1 All patrons under 21 years of age, service will be refused.
 - 6.2 Check "State Seal" and other markings on identification. Team members will be trained to check for damage or alterations to identification cards.
 - 6.3 Team members will be trained to NOT return falsified identification cards. Team members will notify on premise managers immediately.
7. Westborn Team Members will be trained that if a patron shows signs of intoxication, then refuse service, politely explain policy, suggest non-alcohol purchase, and/or call for on premise management if necessary.
8. If patron is purchasing on behalf of someone else who appears "less than 30 years of age", then request to see identification of recipient or contact supervisory personnel whom will seek patron(s) out. Refuse service to minors. Inform all parties involved that policy allows for ejection off of premises if illegal activity has occurred.

9. Alcohol dispensing man be restricted to one of the following practices or any combination thereof:
 - No sales to intoxicated persons
 - No sales without proper identification
 - Limited alcoholic choices if necessary
 - When in doubt, do NOT serve call a supervisor
 10. Westborn Team Members will observe all patrons leaving the property. No alcoholic beverages are allowed to leave the facility or property.
 11. Westborn Team Members will be trained to approach any patron appearing to be impaired and determine if they are driving. If so, team members will attempt to persuade them not to drive and request a non-impaired companion to drive. If unable, refer patron(s) to public transportation or a cab service.
 12. All Westborn Market supervisors and management personnel will complete documentation of any alcoholic related incidents at close of business daily. Information will be disseminated accordingly.
 13. Westborn Market will provide free and/or non-alcoholic beverages to all identified designated drivers.
-

- 8) **Refuse Disposal:** Westborn Market will dispose of refuse in and enclosed dumpster with locked lids. Pickup will be a minimum of once a week. A water line with a spigot will be provided to clean dumpster enclosure as necessary.
- 9) **General:** Every effort will be made to maintain positive relationships with adjacent and nearby businesses as well as cooperation with all city departments. Westborn Market will makes every effort to actively solve any problems that may arise and will be great ambassador for the city of Plymouth and the entire Plymouth business community.
- 10) **Emergency Contacts:**
Austin Anusbigian: [REDACTED]
Bryan Bandyk: [REDACTED]
- 11) **Reference To Valet Service:** N/A

Date: 1/25/16

Corporate Name/Doing Business As: Westborn Market

By: Anthony Anusbigian: Owner/Corporate Secretary

CITY OF PLYMOUTH
201 S MAIN
PLYMOUTH, MI 48170
Phone : 734-453-1234
WWW.CI.PLYMOUTH.MI.US

Received From:
Date: 02/10/2016
Receipt: 269150
Cashier: SAC

Time: 1:21:54 PM

ITEM REFERENCE	AMOUNT
PDREV POLICE DEPARTMENT REVENUE	
WESTBORN LIQ FEES	\$1,000.00
TOTAL	\$1,000.00
CHECK 121253	\$1,000.00
Total Tendered:	\$1,000.00
Change:	\$0.00

RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City of Plymouth has established the Liquor Management Ordinance
And other Ordinances related to liquor serving establishments in order to help
Maintain the public health, safety and welfare as well as to conserve
City resources for the good of the entire community, and

WHEREAS The Liquor License Review Committee (LLRC) is required to
Review and make recommendations to the City Commission
Related to liquor serving establishments, and

WHEREAS The City LLRC has received and reviewed an application to transfer a liquor
License into the City to operate a new liquor serving establishment
Known as Westborn Market at 860 Penniman, and

WHEREAS The proposed liquor serving establishment would exceed the number the
Of liquor serving establishments allowed in the B-2 Zoning District and
As such this establishment would not be able to comply with City
Ordinances in violation of State Liquor Law.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby recommend to State of Michigan Liquor Control Commission that they cease the transfer of a license for Westborn - Plymouth to operate a liquor serving establishment in City of Plymouth's B-2 Zoning (Downtown) District. This denial is based on the fact that the proposed establishment would exceed the current cap on liquor licenses in the locally established B-2 Zoning District and the proposed plan exceeds the requirements of the Zoning District and as a result the proposed establishment would not be able to comply with the State of Michigan Liquor Laws which requires compliance with all local Codes and Ordinances.

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: City Commission
From: Paul J. Sincock – City Manager
CC: *S:\MANAGER\Sincock Files\Memorandum - Small Distiller License for Vokin Vodka 03-07-16.doc*
Date: 3/3/2016
Re: Application for Small Distiller License

BACKGROUND:

The City has received an application from Vokin Vodka for a Small Distiller License to be located at 710 Junction. The location on Junction Street is an allowed use in that Zoning District from the standpoint of a Distilling, but the State Liquor Control Commission allows “tasting” either at that location or some other location. “Tasting” is not allowed in the Zoning District on Junction Street.

Due to the fact that the City has received a complete application with all appropriate fees, we must post a Notice of Public Hearing (attached). The Notice was posted and mailed in accordance with the Liquor Management Ordinance. The Local Liquor License Review Committee was also required to meet on this application and prepare a recommendation to the City Commission. That meeting occurred on Monday, February 29, 2016.

There are a number of legal issues on this application and the City Attorney has provided a Confidential – Attorney Client Privileged letter regarding this application. We have provided the members of the City Commission a copy of the letter separately from the agenda packet for your reference.

We have attached the application and related materials from the applicant. We have also included a memorandum from Director of Public Safety Al Cox as additional information. The LLRC has recommended this license.

RECOMMENDATION:

The Local Liquor License Review Committee recommends that this license be approved. They reviewed this matter at their meeting on February 29, 2016.

We have prepared a proposed Resolution which takes into consideration the action of the LLRC and the requirements of the State of Michigan Liquor Control Commission.

Should you have any questions in advance of the meeting please feel free to contact either Al Cox or myself.

The Following Resolution was offered by Member Valenti and Seconded by Member Pobur:

WHEREAS The City Commission established the Local Liquor License Review Committee (LLRC) As a part of its Liquor Management Ordinance, and

WHEREAS City Ordinance Section 6-37(d) requires that the Local Liquor License Review Committee annually review and report to the City Commission its recommendations to Maintain, expand or delete the total number of allowable on-premises retail Licenses for establishments that serve alcohol by the glass under a variety of State of Michigan Liquor Licenses, and

WHEREAS The LLRC did make a review of the current liquor licenses and the City's potential For maintaining, expanding or deleting the number of Liquor Licenses in the City.

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee does hereby recommend to the City Commission that they EXPAND the current number of liquor licenses in the City. The Local Liquor License Review Committee recommends to the City Commission that 15 licenses (increase of 1) within the B-2 Zoning District (DDA) and that 10 Licenses (no increase) be allowed within the B-1, B-3 and ARC Zoning Districts and that the total number of liquor licenses shall NOT EXCEED 25 Licenses (increase of 1) City wide in accordance with the current Zoning and Liquor Management Ordinances.

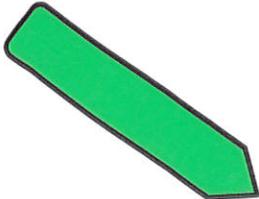


MOTION PASSED 2 – 1
Pobur – Yes
Valenti – Yes
Dwyer - No

REQUEST FOR SMALL DISTILLER LICENSE FOR VOKIN, LLC – The City has received an application from Vokin Vodka for a Small Distiller License to be located at 710 Junction. The members of the LLRC have received a communication from the City Attorney related to this matter.

The Following Resolution was offered by Member Dwyer and seconded by Member Valenti:

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee has received a letter from the City Attorney related to this matter and they would like to go into closed session to review the letter that is subject to Attorney – Client Privilege and that the LLRC now move to Closed Session for discussion with the City Attorney.



MOTION PASSED – ROLL CALL VOTE

Dwyer – Yes

Valenti – Yes

Pobur – Yes

After the Closed Session of the LLRC they returned to open session. There was a brief discussion related to the operation and the lack of a “tasting room or space” at the location on Junction. The owner of the business indicated that he was aware of that and that he had no intentions of running a “tasting room or space” as a part of his operations and license. Member Dwyer indicated that City Ordinance would prohibit a “tasting room or space” and if one opened under his license he would be in violation of City Ordinance. The owner stated that he was aware of those restrictions and was only interested in the distilling operations.

The following Resolution was offered by Member Dwyer and Seconded by Member Valenti:

WHEREAS The City Commission established the Local Liquor License Review Committee (LLRC) As a part of its Liquor Management Ordinance, and

WHEREAS There was an application for a Small Distiller License to be located at 710 Junction And distilling is an allowed use in that Zoning District, and

WHEREAS The owner acknowledged and is aware that no tasting of product is allowed in that Zoning District or elsewhere in the City as it would violate Zoning Ordinances and the Liquor Management Ordinance.

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee does hereby recommend to the City Commission that they approve the Application for Small Distiller License for Vokin Vodka, LLC.

MOTION PASSED

REQUEST FOR CLASS C LICENSE TRANSFER INTO THE CITY FOR WESTBORN MARKET – The City has Received an application from Westborn Plymouth for a Class C License for their location at 860 Penniman as well as additional permits to include Sunday Sales AM/PM and permits for Outdoor Service Area.

LLRC MEETING MINUTES 02/29/16

NOTICE OF PUBLIC HEARING

CITY OF PLYMOUTH CITY COMMISSION WILL HOLD A PUBLIC HEARING IN ACCORDANCE WITH LIQUOR MANAGEMENT ORDINANCE

PLEASE TAKE NOTICE THAT a public hearing shall be held before the City Commission of the City of Plymouth on **Monday, March 7, 2016 at 7:00 p.m.** at the regular meeting of the Plymouth City Commission the meeting will be held at Plymouth City Hall, 201 S. Main, Plymouth, Michigan. The Public Hearing will consider the following:

- 1) Application for Transfer of Liquor License into the City of Plymouth from Westborn, Livonia to Westborn Market Plymouth at 860 Penniman, Plymouth.**
- 2) Application for Small Distiller License for Vokin Vodka at 710 Junction.**

This is a public meeting and any interested person is invited to attend at the place and time stated.

THERE WILL BE A MEETING OF THE LOCAL LIQUOR LICENSE REVIEW COMMITTEE (LLRC) PRIOR TO THE PUBLIC HEARING TO MAKE A RECOMMENDATION TO THE CITY COMMISSION. The LLRC meeting will take place at the PLYMOUTH CITY HALL, 201 S. Main, Plymouth, MI 48170 at 4:00 p.m. on Monday, February 29, 2016.

Linda J. Langmesser, CMC
City Clerk

Posted: City Hall
Cultural Center
Public Library

PLYMOUTH POLICE DEPARTMENT MEMORANDUM

TO: PAUL SINCOCK, CITY MANAGER
FROM: A.L. COX, DIRECTOR OF PUBLIC SAFETY *Q. e. Cox*
SUBJECT: NEW SMALL DISTILLER LICENSE FOR VOKIN LLC
DATE: 1/19/2016

As you are aware, the City received a local application for a new Small Distiller license to be located at 710 Junction. The applicant, Vokin LLC, intends to do business under the name Vokin Vodka.

It should be noted that this type of license and establishment has never existed within the City of Plymouth. It should also be noted that while this business is more closely related to the manufacturing process, this license type does allow for the sale and consumption of liquor on the licensed premises as well as the sale of liquor for off-premise consumption. The applicant has repeatedly stated that this is not his intention, but it would be acceptable under the administrative rules of the Michigan Liquor Control Commission (MLCC).

As stated above, this is a brand new license coming into the City, meaning it is not a transfer from another venue. A new license requires that before the MLCC will even recommend the applicant's State application for investigation, he must receive local government approval in the form of a City Resolution. This format is different from previous applications that have come before the Liquor License Review Committee (LLRC) in that typically, the investigation process by the MLCC Enforcement Division is either complete or currently underway by the time it reaches the Committee. For this reason, the City has received no State Notification paperwork.

Our only indication of the applicant's desire is the completed Local Application and verbal confirmation from the MLCC that the applicant applied for this same license to be located in Waterford on 10/13/2015. The applicant advised that it is his desire to change the location from Waterford to Plymouth. Per the MLCC however, the address change will not happen at their level until after the Local Government Approval has been completed. When the MLCC receives this paperwork, they will then recommend the application for investigation, forward it to the Enforcement Division, and send us official notification of same. Something we will already know.

If you have any questions or concerns, please let me know.

ARTICLE XII. - I-1 LIGHT INDUSTRIAL DISTRICTS

Sec. 78-120. - Intent.

The I-1, light industrial district is designed so as to accommodate employment centers related to light industrial uses as well as research and development, engineering and testing, office uses, medical facilities, wholesale activities, warehouses, limited manufacturing and industrial operations. The district is intended to permit only those uses whose external, physical effects are restricted to the area of the district and only exert minimal detrimental effects to the surrounding districts. This district is further designed to recognize the growing convergence of office, industrial, and research in terms of functions, location, appearance and activities.

(Ord. of 10-6-03; Ord. No. 2010-02, § 6, 4-5-10; Ord. No. 2013-05, § 3, 10-21-13; Ord. No. 2014-03, § 4, 2-17-14)

Sec. 78-121. - Purposes.

The general goals of the light industrial district include, among others, the following specific purposes:

- (1) To provide sufficient space, in appropriate locations, to meet the needs of the city's expected economy for light manufacturing and industrial activities, research and development, office, medical, engineering and testing, and related uses.
- (2) To protect abutting residential districts by separating them from heavy manufacturing activities, and by prohibiting the use of such industrial areas for new residential development.
- (3) To promote light manufacturing development which minimizes the danger of fire, explosions, toxic and noxious matter, radiation and other hazards, and from offensive noise, vibration, smoke, odor and other objectionable influences.
- (4) To protect the most desirable use of land in accordance with a well-considered plan. To protect the character and established pattern of adjacent development, and in each area, to conserve the value of land and buildings and other structures, and to protect the city's tax revenue base.

(Ord. of 10-6-03; Ord. No. 2010-01, § 6, 4-5-10; Ord. No. 2013-05, § 2, 10-21-13; Ord. No. 2014-03, § 4, 2-17-14)

Sec. 78-122. - Principal uses permitted.

In a light industrial district, no building or land shall be used and no building shall be erected except for one or more of the following specified uses unless otherwise provided in this chapter.

Permitted uses:

- (1) Any of the following uses shall be permitted when the manufacturing, compounding or processing is conducted wholly within a completely enclosed building. That portion of land used for open storage facilities for materials or equipment, shall be screened from view of public roadways and any adjoining residential uses.
 - a. The manufacture, compounding, processing, packaging or treatment of such products as, but not limited to: bakery goods, candy, cosmetics, pharmaceutical, toiletries, food products, hardware and cutlery, tool, die, wood, glass, metal, gauge and machine shops, **breweries,**

wineries and distilleries.

- b. Warehousing and wholesale establishments.
 - c. The manufacture, compounding, assembling, reassembly, packaging or treatment of articles or merchandise from previously prepared materials.
 - d. The manufacture of textiles, ceramics, glass, clay or stone product.
 - e. Manufacture of instruments, plastics or plastic molded products.
 - f. Manufacture or assembly of electrical appliances, related electronic instruments and devices, including but not limited to computers, cellular phones and tablets.
 - g. Manufacturing and fabrication of metal products.
 - h. Central dry cleaning plants or laundries provided that such plants shall not deal directly with the consumer as retail.
 - i. Manufacture and repair of professional, scientific and precision equipment: laboratory apparatus and analytical, optical, measuring and controlling instruments.
 - j. Manufacture of material science products, including but not limited to plastics, polymers, laser technology and robotics,
 - k. Professional offices for any of the following uses: medical offices and labs, administrative, accounting, clerical, education, executive, sales, technical or other similar professional offices.
- (2) Any of the following uses charged with the principal function of basic research, design pilot or experimental product development, and medical facilities when conducted within a completely enclosed building:
- a. Life science technology and medical laboratories, including but not limited to medical support facilities, biomedical engineering, biotechnology, genomics, proteomics, molecular and chemical ecology.
 - b. Material science products, including but not limited to plastics, polymers, laser technology and robotics.
 - c. Information technology, including but not limited to electronics, data processing and computer hardware and software.
 - d. Automotive.
 - e. Alternative energy.
 - f. Food products and beverages.
- (3) Public utility buildings and storage yards, telephone exchange buildings, electrical transformer stations and substations, and gas regulator stations. Water supply and municipal sewage disposal plants. Water and gas tank holders. Railroad transfer and storage tracks railroad rights-of-way and freight terminals.
- (4) Trucking facilities.
- (5) Storage facilities for building materials, sand, gravel, stone and lumber, and storage of contractor's equipment and supplies, provided such is enclosed within a building or within an obscuring wall, fence or berm on those sides abutting all residential, office or business districts, and on any yard abutting a public thoroughfare. Open storage shall be screened from view of public roadways and any adjoining residential uses.
- (6)

Mini warehouses and storage buildings for lease to the public including the dwelling and office of a caretaker. Buildings shall be spaced not less than thirty (30) feet apart on those sides having entrance doors.

- (7) Municipal uses such as water treatment plants and reservoirs, sewage treatment plants, and all other municipal buildings and uses, including outdoor storage.
- (8) Greenhouses.
- (9) Trade or industrial schools.
- (10) Business service establishments including, but not limited to printing and photocopying services, publishing, mail and packaging services, typing and secretarial services, and related activities.
- (11) Package delivery distribution centers.
- (12) Photographic studio and equipment sales and service.
- (13) Other uses of a similar, and no more objectionable, character to the above uses as determined by the planning commission.
- (14) Accessory buildings and uses customarily incident to any of the above permitted uses.
- (15) Film, TV or radio production studios and similar uses.
- (16) Wireless communication facilities as permitted in accordance with section 78-216.

(Ord. of 10-6-03; Ord. No. 2010-01, § 6, 4-5-10; Ord. No. 2013-05, § 3, 10-21-13; Ord. No. 2014-03, § 4, 2-17-14)

Sec. 78-123. - Special land uses permitted after review and approval.

The following uses may be permitted by the planning commission subject to Article XXIII, the review and approval of the site plan by the planning commission, and the imposition of special conditions which, in the opinion of the commission, are necessary to ensure that the land use or activity authorized is compatible with adjacent uses of land, the natural environment and the capacities of public services and facilities affected by the land use, and subject further to a public hearing held in accord with section 78-281:

- (1) Major automotive repair facilities when completely enclosed, subject to section 78-285.
- (2) Lumber and planing mills when completely enclosed and when located in the interior of the district so that no property line shall form the exterior boundary of the I-1 district.
- (3) Metal plating, buffing and polishing, subject to appropriate measures to control the type of process to prevent noxious results and/or nuisances.
- (4) Banks, credit unions and other similar financial services (with or without drive-thru facilities)
- (5) Indoor recreational uses such as indoor soccer, racquet sports, volleyball, hockey, climbing walls, fitness centers, health clubs, dance studios, material arts and other similar recreation uses.
- (6) Commercial kennels when within a completely enclosed building and when located in the interior of the I-1 district so that no property line shall form the exterior boundary of the I-1 district.
- (7) Commercial wind energy systems, subject to section 78-261.
- (8) Other uses, which in the determination of the planning commission, are of a similar character to the above uses.

(Ord. of 10-6-03; Ord. No. 2010-01, § 6, 4-5-10; Ord. No. 2013-05, § 2, 10-21-13)

Sec. 78-124. - Required conditions of the I-1, limited industrial district.

A review of the use proposed and its suitability to the district shall be determined by the planning commission prior to issuance of a building permit. The commission shall make findings that the following conditions will be met by the proposed use in addition to all other requirements of this and other ordinances of the city:

- (1) The use shall not, by reason of creation of noise, vibration, odor, smoke or other outside effects, cause a nuisance to abutting districts.
- (2) The use shall be compatible with the intent of the district and shall not be out of character with the established character of the district.
- (3) All buildings shall be constructed of finished materials where visible from public streets.

(Ord. of 10-6-03)

Sec. 78-125. - Area and bulk requirements.

See article XVII of this chapter for the schedule of regulations limiting the height and bulk of buildings, the minimum size of lot by permitted land use and providing minimum yard setback requirements.

(Ord. of 10-6-03)

Secs. 78-126—78-129. - Reserved.



Michigan Department of Licensing & Regulatory Affairs
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
525 W. Allegan Lansing, MI 48933
P.O. Box 30005 Lansing, MI 48909

Michigan Small Distiller License Requirements and General Information

A Small Distiller license:

- License issued by the Liquor Control Commission to manufacture spirits, not to exceed 60,000 gallons annually of all brands combined.
- License also includes the manufacture of Brandy.
- May offer free samples to consumers on the manufacturing premises.
- May sell spirits to consumers for consumption on the manufacturing premises.
- May sell spirits to consumers for off-premises consumption (take-out) for not less than the uniform price set by the Commission.
- May **not** sell spirits directly to Michigan retail licensees.
- May sell spirits to the Michigan Liquor Control Commission who resells spirit products through the spirit distribution system.
- Must contract with an Authorized Distribution Agent ("ADA") to warehouse and deliver spirits to retailers through the Commission's spirit distribution system.
- Must obtain a "Distilling, Rectifying, Blending and/or Bottling Spirits" Basic Permit from Alcohol and Tobacco Tax and Trade Bureau ("TTB").
- \$100.00 annual license fee. License renews annually on May 1. License fee may not be prorated for part-year licensure and is payable at the time of initial application.

How To Apply For A License:

Please refer to the "Manufacturers & Wholesale License Application Process" information sheet for applicable forms and required documents.

All forms are available on our website at: www.michigan.gov/lcc ---> Commission Forms ---> Manufacturers & Wholesalers.

Licensing Requirements:

Federal Basic Permit:

Receipt of a Federal "Distilling, Rectifying, Blending and/or Bottling Spirits" Basic Permit, issued by the Alcohol and Tobacco Tax and Trade Bureau ("TTB") is required prior to the issuance of a Small Distiller license.

- Administrative rule R 436.1827

For Federal Basic Permit info contact: Alcohol and Tobacco Tax and Trade Bureau
550 Main St. Room 8002
Cincinnati, OH 45202
513-684-3337
www.ttb.gov

Proof of Financial Responsibility:

A statutory requirement to provide security for liability of not less than \$50,000. May be in the form of cash, unencumbered securities, liquor liability insurance, constant value bond, or membership in a group self-insurance pool authorized by law that provides security for liability under Section 436.803 of the Liquor Control Code. Proof of Financial Responsibility Form LC-95 & instructions can be found on our website. Proof of Financial Responsibility does not need to be submitted until applicant has received notification from our office of approval for their license application by our Commission.

- MCL 436.1803

Server Training Requirement:

A licensee authorized to sell or sample alcoholic beverages for on-premises consumption is required to have present on the licensed premises, at a minimum, supervisory personnel on each shift and during all hours in which alcoholic liquor is served who have successfully completed a server training program approved by the Commission. Server Training forms will be mailed upon Commission approval of the license application.

- MCL 436.1501(1), Administrative rule R 436.1060

Food Establishment License

The Michigan Food Law (Act 92, P.A. of 2000) requires all food establishments, including processing operations such as wineries, breweries and distilleries to obtain a food establishment of one type or another. Contact the Michigan Department of Agriculture & Rural Development ("MDARD") for details on the specific food establishment license required for your operation. The MDARD may be contacted as follows:

MDARD Central Licensing
P.O. Box 30746
Lansing, MI 48909
517-241-6666
www.michigan.gov/mda

General Information:

Michigan Spirit Distribution System:

Michigan operates as a "control" state for the sale of spirits. The Commission acts as the wholesaler for all spirit products. A Vendor of Spirits sells spirits to the Commission. The Commission then resells the spirits to both on and off-premises retail licensees. Spirit products are warehoused and delivered to retail licensees by Authorized Distribution Agents ("ADA"). An ADA is required to be certified by the Commission and is also required to have a contract with each Vendor of Spirits they represent to deliver their particular spirit products. Spirit products that are sold to consumers for off-premise consumption by licensed Specially Designated Distributors ("SDD") are sold statewide at uniform prices set by the Commission. The uniform price set by the Commission is determined by the cost of the spirit product to the Commission plus a 65% mark-up, plus a combination of specific taxes. All of the aforementioned components of the system are further described below.

Vendor of Spirits:

A Small Distiller must also register with the Commission as a "Vendor of Spirits" in order to sell their spirit products to the Michigan Liquor Control Commission. Michigan is a "control" state, which means the Michigan Liquor Control Commission acts as the wholesaler for all spirit products, excluding mixed spirit drinks. The Commission purchases spirits from Vendors of Spirits. The Vendor of Spirits is responsible for registering product lines and filing quotations with the Commission. The Commission then adds the statutory mark-up (currently 65%) and specific taxes (currently totaling 12%) and sells the spirits to licensed retailers who in turn may sell to consumers. There is no fee for registering as a Vendor of Spirits. There is also no licensing investigation for registering as a Vendor of Spirits. Additional information on registering as a Vendor of Spirits may be found at the Commission's Website www.michigan.gov/lcc --> "Products" --> "New Vendor Application Packet".

Authorized Distribution Agents:

A Small Distiller who wishes to sell its spirits through the Commission's spirit distribution system as a Vendor of Spirits must contract with an Authorized Distribution Agent ("ADA") to warehouse and distribute their spirits. The ADA is required to be certified by the Commission to store and deliver spirits. A signed contract with a Certified ADA is required to be filed prior to the Commission approving any product distribution. **If a Small Distiller only intends to sell their product directly to consumers from their licensed manufacturing premises, they do not need to contract with an ADA.**

An ADA must have a written contract with each Vendor of Spirits they represent. The contract must specify the following:

- The contract must designate each brand of spirits the ADA is authorized to warehouse and deliver.
- The contract must specify the ADA's authorized geographical delivery area. Statewide distribution must be covered by an individual ADA or by contracting with multiple ADA's.
- The contract must indicate the responsibilities of both parties.
- The contract must have a specific beginning and ending date.
- The contract must specify the amount per case to be paid to the ADA by the Vendor of Spirits. This

warehouse/delivery fee must be a minimum of \$8.85 per case. (The MLCC pays the Vendor of Spirits \$7.50 per case to partially offset this warehousing/delivery fee.) .

- Both the ADA and the Vendor of Spirits must sign the contract.

An ADA is required to make weekly deliveries to any retail licensee making a one case or more minimum order. An ADA may not charge any split case fees nor may they charge any delivery fee except for emergency orders placed by retail licensees in addition to their weekly delivery. In such cases, an ADA may charge a \$20.00 delivery fee. The ADA is responsible for collecting payment from the retail licensee on behalf of the Commission and is responsible for submitting various sales documents to the Commission. An ADA may not have any interest, directly or indirectly in any Vendor of Spirits or in any retail licensee. A Vendor of Spirits must make each of its products available statewide to all retail licensees. While a Vendor of Spirits may utilize more than one ADA to cover the state, all document transmittals required by the Commission must be done by only one ADA.

Vendor Representative:

Vendors of Spirits are required to license an individual as a Vendor Representative who will represent them in transactions with the Commission. The Vendor Representative license fee is \$50.00 for a three year period. Additional information and application for Vendor Representative licenses may be found at the Commission's Website www.michigan.gov/lcc.

DEFINITIONS:

"**Alcoholic liquor**" means any spirituous, vinous, malt or fermented liquor, powder, liquids and compounds, or compounds, whether or not medicated, proprietary, patented, and by whatever name called, containing ½ of 1% or more alcohol by volume that are fit for food purposes or beverage purposes.

"**Spirits**" means any beverage which contains alcohol obtained by distillation, mixed with potable water or other substances, or both, in solution, and includes wine containing an alcoholic content of more than 21% by volume, except for sacramental wine and mixed spirit drink.

- MCL 436.1105(3), MCL 436.1111(14)

Manufacturing & Labeling:

Spirits must be manufactured, identified and labeled in accordance with federal spirit regulations published in Code of Federal Regulations Title 27, part 19 and Title 27, part 5. Contact the TTB for details.

- Administrative rules R 436.1825, R 436.1827, R 436.1829

Product Registration:

All spirit products must be registered with the Commission prior to their introduction in Michigan. All spirits are now registered on-line through the Commission's E-Quote system. Each Vendor of Spirits is provided with a User Name, Password and Database Identifier to access the on-line E-Quote spirit registration system. For more information on Michigan's on-line spirit product registration system, visit the Liquor Control Commission's Website at www.michigan.gov/lcc or contact the Commission's Financial Management Division at 866-813-0011.

- Administrative rule R 436.1829

Mandatory Label Information (Pursuant to TTB Regulations):

- Brand name.
- Class, type or, in lieu of, a truthful & adequate statement of composition shall appear on the brand label of the product.
- Name and address of bottler or packer where bottled or packed.
- Net contents.
- Government Warning Statement.
- Alcohol content.

For Federal Labeling information contact:

Alcohol and Tobacco Tax and Trade Bureau
Alcohol Labeling & Formulation
650 Massachusetts Ave., N.W.
Washington, DC 20226
866-927-2533
www.ttb.gov



Sales To Consumers From Distillery

A Small Distiller is authorized to sell brands manufactured by the distiller from the licensed premises to consumers for on premises consumption and off-premises consumption (take-out sales) with no additional license.

A Small Distiller may also sell spirits made by that distiller in a restaurant for consumption on or off the distillery premises that is owned by the Small Distiller or operated by another person under an approved agreement by the Commission. Spirits sold for off premises consumption shall be sold at the uniform price set by the Commission.

- MCL 436.1534, MCL 436.1537(1)(p)(9), MCL 436.1603 (5)(6)
- 

Hospitality Room – Sampling by Consumers:

A Small Distiller may allow persons 21 years of age or older to sample spirits manufactured by them at no charge in a hospitality room located at the manufacturing premises.

- MCL 436.2025

Church and School:

A new application to sell alcoholic beverages at retail (including manufacturers), or a request to transfer location of an existing license, may be denied if the contemplated location is within 500' of a church or school. The Commission may waive the church/school provision if the church or school does not file an objection to the proposed license. If the church or school files an objection, the Commission will hold a hearing before making a decision on the issuance of the license.

- MCL 436.1503
- 

Tasting Room Location:

Licensed Small Distillers may apply for a Spirit Tasting Room location approval located off the distillery licensed premises. The Small Distiller may offer free tastings to the consumer and may sell for off premise consumption only, spirit products made by the Small Distiller. Under no circumstances may any other alcoholic beverage products other than those produced by the Small Distiller be sampled in the Tasting Room. Spirit products cannot be sold by the glass for consumption at the tasting room premises. Only samples may be provided. An annual license fee for the Tasting Room location is \$100.00.

- MCL 436.1537(9)

Other Manufacturing licenses:

A Small Distiller may obtain other manufacturing licenses including a Small Wine Maker, Brewer/Micro Brewer, Manufacturer of Spirits, and Manufacturer of Mixed Spirit Drink which allows the manufacture and sale of wine, beer and mixed spirit drinks.

- MCL 436.1113(9), MCL 436.1105(11), MCL 436.1109(6)

Permits

There are additional permits that a Small Distiller may apply for to be held in conjunction with their primary license.

- **Spirit Consumer Sampling Event license** -A Small Distiller, a Manufacturer of Spirits or Vendor of Spirits may obtain a Consumer Sampling Event license which allows spirit samplings to be conducted on licensed off-premises accounts that hold a Specially Designated Distributor (SDD) license. There is a one time \$70.00 fee for this permit. Upon issuance of this permit notification of sampling events must be received at least 10 days prior to the event and all employees or licensed agents conducting the sampling event must have successfully completed a server training program approved by the MLCC.
- **Outdoor Service Permit** - Permit allows the sale and consumption of alcoholic beverage in outdoor patio areas. The area must be under the control of the licensee.
- **Specific Purpose Permit** - Permit required to remain open for business after the legal closing hour of 2:00am, or to be open for business before 7:00am Monday through Saturday, or to open before 12:00 noon on Sunday, for the sale of food.
- **Direct Connection** - Technically this is not a Permit but rather permission from the Commission to maintain a direct connection between licensed premises and non-licensed premises. This permission will be required if your operations include multiple license holders who maintain inside connections to either non-licensed premises or licensed premises under the control of another licensee.
- **Living Quarters Permit** - Permit required when living quarters are directly connected to the licensed premises.
- **Dance Permit** - Permit required for dancing by customers on the licensed premises. Dance floor must be clearly marked, void of tables and chairs when in use and a minimum of 100 square feet in

- dimension. Permit allows for dancing during the legal hours for the sale of alcoholic liquor only.
- **Entertainment Permit** - Permit required for monologues, dialogues, motion pictures, still slides, closed circuit television, contests, or other performances for public viewing on the licensed premises. An Entertainment Permit does not allow topless entertainment. Permit allows for entertainment only during the legal hours for the sale of alcoholic liquor. You do not need an Entertainment Permit for live bands, the playing of an orchestra, piano, or other types of musical instruments, singing or the viewing of any publicly broadcast television of a federally licensed station.
 - **Sunday Sales AM** – Permit required for the sale of spirits, mixed spirit drink, beer and wine from 7 a.m.-12:00 noon, unless prohibited in the county and local governmental unit where the licensed establishment is located. \$160 fee.
 - **Sunday Sales PM** – Permit required for the sale of spirits and mixed spirit drink from 12 noon-2:00 a.m. Monday morning, unless prohibited in the county and local governmental unit where the licensed establishment is located. \$15 fee – 15% of the license fee.

Interest In Another License

Michigan statute strictly prohibits a Small Distiller from holding any interest, directly or indirectly, in a **wholesale or retail license**. Examples of prohibited interests include: stock ownership, leasing real estate to/from a wholesale or retail licensee; interlocking officers or directors between licensees; financial interest such as a moneylender with a wholesale or retail licensee. A Michigan manufacturer **may** hold interest in another licensed supplier under MCL 436.1603 (8).

Aid and Assistance

MCL 436.1609, and Rule 436.1035 prohibit alcoholic beverage manufacturers, suppliers, wholesalers or warehousemen from aiding or assisting any other licensee by giving them anything of value. Further, a licensee is prohibited from accepting aid and assistance from another industry member. Alcoholic beverage suppliers are prohibited from giving anything of value to their wholesalers or retailers. Likewise, alcoholic beverage wholesalers are prohibited from giving anything of value to their retailers. This principle is the cornerstone of Michigan's trade practices regulatory structure. It is designed to provide a level playing field for all industry members. Suppliers, wholesalers and warehousemen are prohibited from giving anything of value to retail licensees, including but not limited to: alcoholic beverages, merchandise, furniture, fixtures, equipment, uniforms, cash or loans, labor, etc.

This same principle prohibits suppliers and wholesalers from providing free advertising, incentive programs, free or discounted product, draft system installation and maintenance, etc. Violations in the aid and assistance statute will result in all participants (retailer, wholesaler and supplier) being cited before the Commission.

Section 609 (3) of the Code, includes exceptions to the prohibition of items and services that a licensed supplier, wholesaler, or warehouseman may provide to any other vendor. Some of these exceptions include allowing suppliers, wholesalers, and warehousemen to provide advertising items that have no use or value beyond actual brand and price advertising, including, but not limited to: mirrors, napkin holders, and table tents to licensees. Further, Section 609 (5) allows retailers to possess and use beer and wine brand logoed barware, including, but not limited to: glassware, coasters, and napkins if they have been purchased from a third party barware retailer and also allows retailers to possess and use spirit brand logoed barware, such as: glassware, coasters, and napkins if purchased from a manufacturer of spirits, vendor of spirits, a licensed salesperson, or broker, or a third party barware retailer.

- MCL 436.1609, Administrative rule R 436.1035

Salesperson License:

Any person employed by a Small Distiller to sell, deliver, promote, or otherwise assist in the sale of Alcoholic liquor in this state is required to hold a Salesperson license issued by the Commission. Office personnel who work exclusively at the manufacturing premises and have no personal contact with consumers off the licensed premises do not need a Salesperson license. Salesperson's must be 18 years of age or older. A Salesperson license is \$35.00 for a three-year licensing period. Licensed salespersons are prohibited from being employed by a retail licensee on a paid or any other basis. Licensed truck drivers or delivery persons are prohibited from consuming alcoholic beverages while on duty.

- Administrative rule R 436.1853

Inspection of Premises and Books & Records:

A licensee must make the licensed premises available for inspection and search by a Commission Investigator or any law enforcement officer empowered to enforce the Commission's rules and code during regular business hours or when the premises is occupied. The Commission or its duly authorized agent may examine the books, records or papers of a licensee.

- MCL 436.1217, Administrative rule R 436.1645, R 436.1728

Samples to Retail Licensee and Staff:

A Small Distiller is allowed to sample their products with on-premises or off-premises retail licensees and the retailer's employees. Sample tastings may not be offered to consumers at licensed retail accounts. All containers used to sample products with retailers must be marked with the word "**Sample**" in lettering at least ½-inch high. A sample container must be removed from the premises within 24 hours and again may not be sampled by consumers.

- Administrative rules R 436.1001, R 436.1421, R 436.1511, R 436.1513, R 436.1863

Purchasing Drinks For Consumers:

A licensed Salesperson, for promotional purposes, may purchase one (1) drink for each customer of an on-premises retail licensee only. The drink shall be purchased from the on-premises licensee and shall be of a brand represented by the salesperson.

- Rule 436.1865

Advertising and Promotions:

Inside advertising signs must be unilluminated and no more than 3,500 square inches in dimension. Alcoholic beverage advertising provided by suppliers and wholesalers to retailers shall not have any use or value beyond the actual advertising of brands and prices of the alcoholic liquor, other than the exceptions provided in MCL 436.1609(2)(30(4).

- Administrative rules R 436.1305 – R 436.1331 MCL 436.1609

Compliance with Laws, Zoning & Ordinances:

A Small Distiller must comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules and ordinances.

- Administrative rules R 436.1003, R 436.1105(3)

How To Contact The Michigan Liquor Control Commission:

Questions relating to a Small Distiller license and other non-retail licenses may be directed to:

Michigan Liquor Control Commission
Manufacturers & Wholesalers Section
P.O. Box 30005

Lansing, MI 48909

Toll free 866-813-0011 Fax: 517-763-0060

email: MLCCMWapplications@michigan.gov

Website: www.michigan.gov/lcc

CITY OF PLYMOUTH
LIQUOR LICENSE REVIEW COMMITTEE
APPLICATION

Name of Applicant: VÖKIN LLC

Address of Applicant: 710 JUNCTION STREET
PLYMOUTH, MI 48170

Phone Number of Applicant: 248 887 9500 OR M. 313 815-5536

Fax Number of Applicant: 248 887 9400

Email Address of Applicant: INFO@VOKINVODKA.COM

Please List Name, Address and type of license as it appears on current Liquor License:

VÖKIN LLC / VÖKIN VODKA DISTILLERY
710 JUNCTION ST., PLYMOUTH MI 48170

NEW SMALL DISTILLER LICENSE

List All Persons Listed on Liquor License (Partners):

STEVEN L. JOHNSON

Please list type of license that you are requesting (new, permit, transfer of ownership, transfer into the City, etc.):

NEW SMALL DISTILLER LICENSE

Please list Name, Address and type of license as it is proposed (If change approved):

VÖKIN LLC, 710 JUNCTION ST. PLYMOUTH, MI 48170

Please list all persons listed on proposed Liquor License (Partners):

STEVEN L. JOHNSON

Fee Schedule:

Liquor License Investigations	
Class C or Private Club License:	
New license or transfer of ownership	\$600.00
Amend stockholders	\$300.00
Relocation of existing license (per person named on request)	\$300.00
Dance or entertainment permit	\$200.00
SDD/SDM:	
New license or transfer of ownership	\$400.00
Relocation of existing license (per person named on request)	\$300.00
Add or drop space on license	\$100.00
Special license and one-day permits	\$100.00

Please submit plan of operation (if required, see Section #4 of Ordinance):

Signature of Applicant:  Date: 13-JAN-2016

VÖKIN VODKA

16-JAN-2016

This document is being submitted to the city of Plymouth Liquor License Review Committee, in compliance with: CITY OF PLYMOUTH ORDINANCE #2010 -01 Sec. 6-34 Plan of operation.

Operational Statement:

VÖKIN LLC will operate as a distilled spirits plant (distillery) at 710 Junction Street, Plymouth, MI 48170, upon issuance of federal, state and local permits and licenses. Our initial product is a potato vodka that we will be importing from Poland. This product comes to us as a high alcohol content - concentrated, unfinished distillate. During the manufacturing process the concentrate is diluted with purified water to 40% alcohol by volume (80 proof), filtered and potentially flavored. After the vodka goes through the steps it is then bottled and shipped to our distributor's bonded warehouse for storage and delivery.

The VÖKIN VODKA distillery is not open to the public and is strictly an industrial processing operation. No liquor will be served at the Plymouth facility. All sales are documented commercial transactions and in the state of Michigan, a control state, the state of Michigan will be our only customer. The state of Michigan will sell our product to other licensees that sell to consumers.

Format

The business format is an industrial processing operation for the manufacturer of distilled spirits.

Schedule of the hours of operation:

Initially when sales volumes are low the facility will not need to be operated every day. As sales ramp up we anticipate operating from 8 AM until 5 PM, Monday through Friday.

Crowd control:

Crowd control is not an issue that we need to be concerned with, the facility will be operated by one or two people at the onset, and may eventually have several employees. On occasion we may have vendors or contractors visit the facility.

Security:

Prior to the start of production we will have a burglar alarm system installed. As part of the fully sprinklered building, a fire alarm signal is sent directly to the fire department in the event of a sprinkler discharge.

Alcohol management:

All alcohol must be accounted for as part of our reporting to the federal government. A small amount of in process inventory and finished goods will be on-site. After bottling pallets/cases are shipped to our distributor's bonded warehouse. Please see the US Department of Treasury reporting form attached.

Use of the facilities:

The use of the facility will be as a distilled spirits plant (distillery) for industrial processing.

Code compliance:

The premises when remodeled/completed will fully comply with all applicable health, safety, building, sanitation, electrical, plumbing and fire codes as well as zoning requirements.

Parking provisions:

The entrance door to our leased unit is at the back of the building currently identified as 800 Junction St. Parking space is estimated to be adequate for at least 20 vehicles.

Plan for interior use and layout:

The use of the facility will be as a distilled spirits plant (distillery) for industrial processing. Please see the proposed floor plan attached.

Refuse disposal:

There is a dumpster on site at the facility that we will share with other tenants. We anticipate having less waste than a typical single-family home.

Emergency contacts:

Steven L Johnson
4616 Desert Bridge Court
Highland, MI 48356
H. 248-887-8150
M. 313-815-5536



16-JAN-2016

Steven L. Johnson, CEO
VÖKIN LLC / VÖKIN VODKA
313-815-5536

DEPARTMENT OF THE TREASURY
ALCOHOL AND TOBACCO TAX AND TRADE BUREAU (TTB)
MONTHLY REPORT OF PROCESSING (DENATURING) OPERATIONS

NAME OF PROPRIETOR _____

LOCATION OF PLANT _____

Text _____

Text _____

PLANT NUMBER
 DSP- _____

SECTION I - DENATURED SPIRITS

TRANSACTION (a)	WINE GALLONS		
	COMPLETELY DENATURED ALCOHOL (b)	SPECIALLY DENATURED ALCOHOL (c)	SPECIALLY DENATURED RUM (d)
1. On hand first of month			
2. Produced			
3. Rec'd by transfer in bond ³			
4.			
5. TOTAL, Lines 1-4			
6. Transfers to dealers & users (exc. Line 7 & 8)			
7. Federal Government SDS (except Line 10)			
8. Transferred in bond			
9. For use in mfg. of articles on my bonded premises			
10. Withdrawn for fuel use (AFP Premises)			
11. Losses			
12.			
13. On hand end of month			
14. TOTAL, Lines 6-13			

SECTION II - RECOVERED DENATURED SPIRITS AND RECOVERED ARTICLES RECEIVED FOR RESTORATION AND/OR REDENATURATION UNDER 27 CFR 19.683 AND RECOVERED DENATURED SPIRITS AND RECOVERED ARTICLES ON MY BONDED PREMISES RECEIVED FOR RESTORATION AND/OR REDENATURATION.

TRANSACTION (a)	WINE GALLONS	
	RECOVERED DENATURED SPIRITS (b)	RECOVERED ARTICLES (c)
15. On hand first of month		
16. Received		
17. Increase due to redenaturation		
18.		
19. TOTAL, Lines 15-18		
20. Shipped		
21.		
22. Losses		
23. On hand end of month		
24. TOTAL, Lines 20-23		

SECTION III - WINE GALLONS OF DENATURED SPIRITS WITHDRAWN (Reporting period July 1 - June 30, 20____.)

If this is a final report ending on a date other than June 30, provide the ending period date: _____

FORMULA NUMBER	COMPLETELY DENATURED ALCOHOL	FORMULA NUMBER	SPECIALLY DENATURED ALCOHOL	FORMULA NUMBER	SPECIALLY DENATURED ALCOHOL	FORMULA NUMBER	SPECIALLY DENATURED ALCOHOL
18		20		35-A		44	
19		22		36		45	
20		23-A		37		46	
TOTAL		23-F		38-B			
Specially Denatured Alcohol		23-H		38-C			
1		25		38-D			
2-B		25-A		38-F			
2-C		27		39			
3-A		27-A		39-A			
3-B		27-B		39-B			
4		28-A		39-C			
6-B		29		39-D			
12-A		30		40			
13-A		31-A		40-A		TOTAL	
17		32		40-B		Specially Denatured Rum	
18		33		40-C		4	
19		35		42			

Under penalties of perjury, I declare that I have examined this report and, to the best of my knowledge and belief, it is a true and complete report of denaturing operations.

DATE _____ PROPRIETOR _____

BY (Signature and title) _____

INSTRUCTIONS

1. Each proprietor of a distilled spirits plant who is authorized to process, including the denaturing of spirits, must prepare the form in duplicate monthly, forward the original to the Director, National Revenue Center, 550 Main St., Ste. 8002, Cincinnati, OH 45202-5215, no later than the 15th day of the month following the month for which prepared, and retain a copy for his or her files.

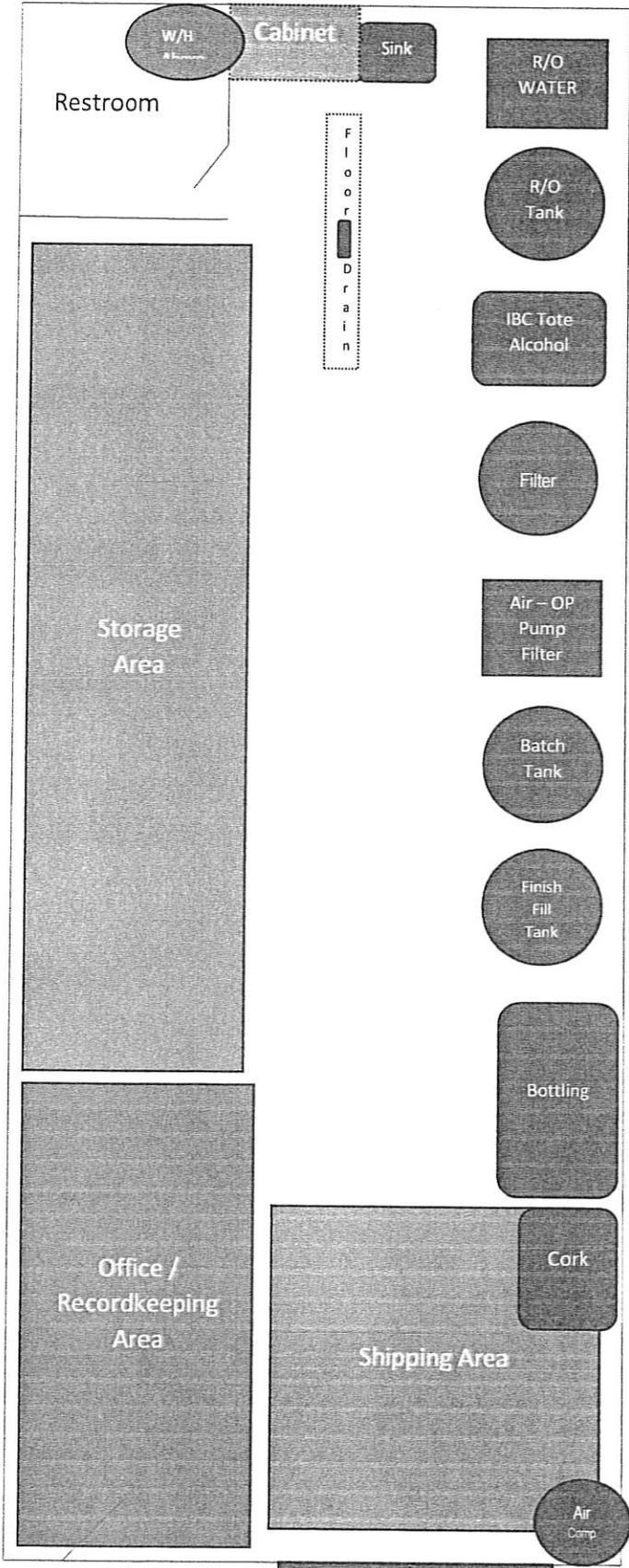
2. Section III is to be completed for the period July 1 - June 30. If this is a final report filed on permanent discontinuance of business, the end of period may be other than June 30th.

FOOTNOTES

^{1/} Do not include recovered denatured spirits and articles returned for redistillation under 27 CFR 19.683. Such products should be reported on TTB F 5110.40, Monthly Report of Production Operations.

^{2/} Premises. Do not include denatured spirits transferred in bond to other bonded

^{3/} Imported denatured spirits received from Customs custody for fuel use should be reported separately on line 4.



RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City Commission of the City of Plymouth established the Local Liquor License Review Committee (LLRC) by Ordinance, and

WHEREAS The LLRC did review the application for a new Small Distiller License to be located At 710 Junction Street, Plymouth, MI 48170 – Wayne County, and

WHEREAS The owner has acknowledged and is aware that no tasting of the product is allowed In the Zoning District where the Small Distiller License is to be located or elsewhere In the City as it would violate Zoning Ordinances and the Liquor Management Ordinance, and

WHEREAS The owner has acknowledged and has indicated that he has no intentions of violating City Ordinances.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby recommend to the State of Michigan Liquor Control Commission a New Small Distiller License for Vokin, LLC to be located at 710 Junction Street, Plymouth, MI 48170 – Wayne County that the application be considered for approval by the Michigan Liquor Control Commission.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby directed to provide the owner and/or the Michigan Liquor Control Commission a certified copy of this Resolution that was adopted at a regular meeting of the Plymouth City Commission.

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI
48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Mayor & City Commission
From: Paul J. Sincock – City Manager
CC: S:\MANAGER\Sincock Files\Memorandum - Block Grant Program 16 - 17 2nd Hearing 03-07-16.doc
Date: 3/3/2016
Re: Block Grant Public Hearing – 2nd Hearing

BACKGROUND:

Each year the City participates in the Wayne County Community Development Block Grant Program. The effort by a majority of the municipal governments in Wayne County is to form a partnership with the County to accept and disperse funds. Funds are dispersed to the municipalities on the basis a population. For the 2016 - 17 Federal Fiscal Year we anticipate that we will receive authorization for \$49,754.00 in funding, this represents \$13,000 cut in Federal Funding, in addition there are are severe federally imposed restrictions on the use of these funds.

The scope of the projects is required to meet the objectives of the program, which include; benefits senior citizens, provide direct benefits to persons of low to moderate income or to areas which include low to moderate income areas. The third objective is to maintain management of the projects.

For the upcoming year we have proposed to use funds for Public Facility Improvements - ADA and Public Services including senior transportation. We have attached a memorandum from John Buzuvis, who is our grant administrator, which will provide additional background on this subject matter.

The City Commission will have to open a public hearing to hear any comments from the public related to the proposed plan. This year Wayne County is requiring two Public Hearings on the Block Grant Program. This is the second Hearing to hear comment on the proposed use of funds and we will need to make a final determination of the use of funds after the hearing is complete.

RECOMMENDATION:

The City Administration recommends that the City Commission hold the second public hearing related to the Block Grant Program and adopt the proposed spending program. If there are no changes to the proposed plan we would recommend that the Commission adopt the attached Resolution related to these funds.

Should you have any questions in advance of the meeting please feel free to contact me.

ADMINISTRATIVE RECOMMENDATION

To: Paul J. Sincock, City Manager
From: John Buzuvis, Community Development Director 
CC: S:\DDA\Shared Files\John\Community Development\John\CDBG\2016-17
Date: 3/2/2016
Re: 2016 Community Development Block Grant Determined Uses (CDBG)

BACKGROUND:

As you are aware the City of Plymouth is a sub-recipient of Wayne County for Community Development Block Grant (CDBG) funds administered by the Department of Housing and Urban Development (HUD). The City is required to submit a CDBG funding application on an annual basis to the county. Two public hearings are required as part of the application process. The first public hearing was held on Monday February 15, 2016 by the City Commission to receive comments and input related to the use of anticipated 2016 CDBG funding. Wayne County has estimated that the City should expect to receive approximately \$49,754.64 for the 2016 CDBG program year. A breakdown of the estimated funding and determined uses follows:

Public Facility Improvements-ADA	\$32,849.60
Public Services- Senior Transportation	\$11,929.58
<u>Administration/Planning- Grant Admin Salary</u>	<u>\$ 4,975.46</u>
TOTAL	\$49,754.64

At the conclusion of the first public hearing the City Commission did adopt the proposed uses and allocations for the 2016 CDBG estimated funding levels. The City Commission further authorized staff to prepare the 2016 CDBG annual application for funding using the above uses and dollar amounts. The public hearing scheduled for Monday March 7, 2016 City Commission meeting to review the determined and adopted uses of 2016 CDBG funding.

The funding levels for the various amounts are based on HUD requirements with most of the money being allocated to Public Facility/ADA improvements. For the 2016 CDBG program year city administration is working to identify useful projects that would improve access to City facilities, or parts of public facilities, to benefit residents/visitors with mobility challenges. The administration will work closely with Wayne County to finalize the details related to the myriad federal requirements that will need to be followed throughout this, or any project. Guidelines require that 19% of all CDBG funding received by the County from HUD

and passed onto their sub-recipients be allocated to public services (\$11,929.58-Senior Transportation), 10% of the funding for Planning/Administration (\$4,975.46) and the remainder (\$32,849.60) of the funding is required to be spent on Public Facility Improvement (ADA) projects. However, the percentage caps are aggregate for all sub-recipients and do not necessarily correspond with individual community allocation distributions.

RECOMMENDATION:

At the conclusion of the public hearing the City Administration would recommend that the City Commission adopt the previously determined allocations and uses for the 2016 CDBG funding as presented:

Attached please find a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions in advance of the meeting please feel free to contact me.

PUBLIC HEARING NOTICE



CITY OF PLYMOUTH PUBLIC HEARING NOTICE Public Hearing Notice to Review Determined Uses of 2016 Community Development Block Grant Funds

Pursuant to Federal guidelines, the Plymouth City Commission, at the conclusion of the public hearing process on February 15, 2016 determined the following projects and respective funding levels for the 2016 Community Development Block Grant (CDBG) program. A public hearing will be held on Monday March 7, 2016 to review the determined uses. The following uses for Community Development Block Grant Funding Have been Determined:

1. ADA and/or Public Facility Improvements	\$ 32,849.60
2. Public Services-Senior Transportation	\$ 11,929.58
3. Grant Administration	\$ 4,975.46

TOTAL \$49,754.64

Linda J. Langmesser, CMC
City Clerk

Published: February 25, 2016

LO-0000272934 3x2.5

PUBLIC HEARING NOTICE

PROOF O.K. BY: _____ O.K. WITH CORRECTIONS BY: _____

PLEASE READ CAREFULLY • SUBMIT CORRECTIONS ONLINE

ADVERTISER: CITY OF PLYMOUTH_CITY CL PROOF CREATED AT: 2/19/2016 5:31 PM
SALES PERSON: OE Legals PROOF DUE: -
PUBLICATION: LO-OBSERVER NEXT RUN DATE: 02/25/16
SIZE: 3 col X 2.5 in

LO-0000272934.INDD

FEB 15-DRAFT PUBLIC HEARING MEETING MINUTES

MOTION PASSED

PUBLIC HEARING:

6a. CDBG Public Hearing

Mayor Pro-Tem Oliver Wolcott opened the Public Hearing at 7:03pm for public comments.

Hearing no comments from the public, Mayor Pro-Tem Oliver Wolcott closed the Public Hearing at 7:04pm.

RES. #2016-07

WHEREAS, The City Commission of the City of Plymouth did post and hold a Public Hearing for the purposes of allocating Community Development Block Grant funds for the program year 2016; and

WHEREAS, It was determined after the public hearing that the City Commission would adopt the estimates for CDBG allocations given by Wayne County; and

WHEREAS, The City Commission will hold an additional public hearing to announce the Final and determined uses for the 2016 CDBG allocation.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the following Community Development Block Grant estimates and allocations provided by Wayne County:

Public Facility Improvements (ADA)	\$32,849.60
Public Services – Senior Transportation	\$11,929.58
<u>Administration/Planning-Grant Admin Salary</u>	<u>\$ 4,975.46</u>
TOTAL (Estimated)	\$49,754.60

A motion was made by Commissioner Joe Valenti and seconded by Commissioner Mike Wright for approval of the resolution.

MOTION PASSED

FEB 15-DRAFT PUBLIC HEARING MEETING MINUTES

2016 CDBG APPLICATION

Wayne County Health, Veteran & Community Wellness
Community Development Block Grant (CDBG) Program
2016 Grant Year Application

Submit Electronically to, voucher@waynecounty.com

Due Date: February 1, 2016 at 5:00PM

Verification of Public Hearing is Due By:

Tuesday, February 16, 2016

Please complete the application in full. Use "0" or "N/A" instead of leaving a space blank. For additional assistance, please contact the Wayne County Community Wellness (CDBG) office at (313) 224-6418

Community Name: City of Plymouth Contact Person: John Buzuvis

TAX ID No.: A38-600004726 Contact Number: 734-453-1234

FUNDING

Estimated 2016 CDBG Allocation	\$49,754.60
Estimated 2016 CDBG Program Income	\$ 0
Total Estimated 2016 Funding	\$49,754.60

ACTIVITIES

*The Wayne County CDBG Program allows up to **three (3)** activities in addition to Planning and Administration. Wayne County will not approve more than three (3) Public Service, Economic Development or Infrastructure Improvement projects. Total public service activities may not exceed fifteen percent (15%) of the CDBG Allocation and total Planning/Administration may not exceed ten percent (10%) of the CDBG Allocation.*

Communities can elect to have Wayne County retain Demolition or Housing rehabilitation funding to facilitate on the communities behalf through a subcontractor. Please specify in the appropriate category if you would like to retain Housing Rehabilitation and/or Demolition funds or if you elect Wayne County to retain those funds. If you elect to have Wayne County retain funding for Demolition, please specify each address and attach documentation showing that there is site control. If you elect to have Wayne County retain Housing Rehabilitation and/or Demolition funds, Wayne County will be responsible for Program Income and deed recordation.

		Contract Amount	Wayne County to Retain for Administration of the program	Estimated PI Costs	Total CDBG Costs
1	Public Facility Improvements/ADA	32,849.60	-	0	32,849.60
2	Senior Transportation	11,929.58	-	0	11,929.58
3					
4	Administration*	4,975.46	-	0	4,975.46
5	Planning*				
	Total Estimated 2016 Costs	49,754.60	0	0	49,754.60

Grantee Name: City of Plymouth 2016 CDBG Grant Year

***Combined total of Administration and Planning cannot exceed 10% of your total allocation**

If additional funds are granted, please identify which activity that funds should be awarded to: Please award any and all additional funding to the Senior Transportation Activity

PROGRAM INCOME

Program Income includes but is not limited to the following: CDBG loan repayments, proceeds from a CDBG-assisted property or equipment sale, and gross income from the use of property improved or built with CDBG less costs incidental to the generation of the income.

Revolving Funds may be established to carry out specific activities that, in turn, generate payments to carry out the same activities. Revolving funds must be maintained in an interest-bearing account and the earned interest remitted to HUD soon after the end of the CDBG grant year on June 30.

All program income must be expended first, unless identified for a specific project that has been approved by Wayne County.

If you are electing to have Wayne County retain Demolition or Housing Rehabilitation funds to facilitate within your participating area, Wayne County will be responsible for all program income and deed recordation.

How will program income be treated if it is received (anticipated or not – select one)?

Returned to Wayne County

Retained in Revolving Fund(s) - specify the CDBG activity/activities:

Retained in a separate interest-bearing account to pay the next incurred CDBG cost.

PUBLIC PARTICIPATION CHECKLIST

The U.S. Department of Housing and Urban Development (HUD) requires that the public is given opportunities to participate in planning activities to be funded by CDBG. Please include documentation of the following.

Notice of Public Hearing # 1 Date of Notice: 1-24-16
The Notice must be published 10 days prior to the public hearing. Attach a copy of Public Notice or Affidavit of Publication.

Notice of Public Hearing # 2 Date of Notice:
The Notice must be published 10 days prior to the public hearing. Attach a copy of Public Notice or Affidavit of Publication.

Proposed Statement Notice Date of Notice:
The Proposed Statement must identify all the proposed funding and activity information including dollar amounts. Attach a copy.

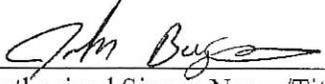
Public Hearing Date of Hearing: 2-15-2016
Attach a copy of the public hearing minutes and a summary of the comments received and responses given.

Final Statement Notice

Date of Notice:

The Final Statement Notice must identify all the funding and activity information including dollar amounts reported earlier in this application. Attach a copy of the notice and a summary of the comments received and responses given.

Was the Final Statement Notice published after the activities were given final approval by your council or board? Yes No

 John Buzovis
Authorized Signor Name/Title: Community Development
Director

2-1-16
Date

1 ACTIVITY

Project Name: Public Facility Improvements/ADA

Matrix Code (Please see Matrix Chart handout): **16-03**

CDBG Allocation Amount: \$32,849.60

Estimated CDBG Program Income (Revolving Funds):0

Other Funds: \$ _____ Identify: _____

Total Activity Budget:\$32,849.60

As a reminder, CDBG is not eligible for maintenance of public facilities. The purchase of equipment, fixtures, motor vehicles, furnishings, or other property that is not an integral structural fixture is generally ineligible. CDBG funds may be used, however, to purchase such items when necessary for use in the administration of activities assisted with CDBG funds or when such items constitute all or part of a public service.

Activity Description and Outcome Statement (please give accurate proposed description of project and quantify the proposed outcome)

Define, plan and complete ADA facility improvements at various City of Plymouth owned locations that are accessible by the general public. Approximately 1,000 elderly and/or disabled residents will have access to a more suitable living environment due to the facility improvements

Housing Rehabilitation:

If choosing Housing Rehabilitation as a project, please check one of the following options:

Please only choose one option:

- Wayne County Housing Rehabilitation Program (elect Wayne County to retain Housing Rehabilitation funds to facilitate Housing Rehabilitation within your community)
- Community Wide Housing Rehabilitation Program (retain funds to facilitate Housing Rehabilitation within your community)

Please only choose one option:

- Housing Rehabilitation Forgivable Grant _____
- Housing Rehabilitation Loan with Affordability Period (please identify the affordability period)
 - Affordability Period _____
- Lien in Perpetuity _____

Demolition:

If choosing Demolition as a project, please check one of the following options:

Please only choose one option:

- Wayne County will retain Demolition funds (*elect Wayne County to retain Demolition funds to facilitate Demolition within your community*)
- Community Demolition Program (*retain funds to facilitate Demolition within your community*)

National Objective:

Specify one objective. Be sure to use the same objective in the Accomplishment Report for each activity. **Please attach the Low to Moderate Income Map for your community.**

_____ LMA (Low and Moderate Income Area) Benefit
 Examples: Parks, Neighborhood Centers, and General Public Improvements
 The target area must consist of block groups that are 51% Low/Mod Income.

Census Tract(s)	Block Group(s)	Low/Mod %
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

LMC (Low and Moderate Income Limited Clientele) Benefit
 Examples: Public Services, Removal of Architectural Barriers for the Disabled
 Specify **only one** primary group of persons to benefit.

- | | |
|---|---|
| <input checked="" type="checkbox"/> Severely Disabled Adults | <input type="checkbox"/> Homeless |
| <input type="checkbox"/> Illiterate Adults | <input type="checkbox"/> Battered Spouses |
| <input type="checkbox"/> Abused Children | <input type="checkbox"/> Elderly |
| <input type="checkbox"/> Migrant Farm Workers | <input type="checkbox"/> Persons Living with AIDS |
| <input type="checkbox"/> Persons with Documented Low/Mod Income | |

_____ LMH (Low and Moderate Income Housing) Benefit
 Examples: Housing Rehabilitation, Homebuyer Assistance

_____ SBA (Slum and Blight Area) Benefit
Attach a board or council resolution approving a slum and blight designation.

Percentage of Deteriorated Buildings in the Area _____%

_____ SBS (Slum and Blight Spot) Benefit

_____ LMJ (Low and Moderate Income Job) Benefit
 Activities designed to create or retain permanent jobs of which at least 51% involve employment of low/mod persons

_____ Other _____

Location and Target Area:

Attach a street map identifying the location and target area.

List the location address or cross streets of the activity. For a public service activity, list the office address. If project is community-wide, specify the qualifying census tracts and block groups with LMI percentages above.

Please identify the target area with cross streets: Plymouth City Hall (201 S. Main St.), Plymouth Cultural Center (525 Farmer St.), Department of Municipal Services (1231 Goldsmith), Tonquish Creek Manor (1160 Sheridan), Fire Station #2 (201 S. Main St.), Fire Station #3 (186 E. Spring St.)

Eligible Activity: Check the one that primarily describes the activity.

- | | |
|--|---|
| <input type="checkbox"/> Acquisition | <input type="checkbox"/> Disposition |
| <input checked="" type="checkbox"/> Public Facilities and Improvements | <input type="checkbox"/> Clearance Activities |
| <input type="checkbox"/> Public Services | <input type="checkbox"/> Interim Assistance |

- Relocation
- Privately Owned Utilities
- Housing Rehabilitation
- Historic Preservation
- Section 108 Loan Repayments

- Housing Services
- Homeownership Assistance
- Code Enforcement
- Fair Housing
- Other _____

Performance Measures

Grantees must consider how HUD's performance measures system may impact their administrative practices and implement any changes needed to collect and report the data. As part of HUD's system, please create an Outcome Statement as follows:

Objectives: Please select the one that most describes the purpose.

- Enhance Suitable Living Environment Through New/Improved Accessibility: Activities designed to benefit communities, families, or individuals by addressing issues in their living environment.
- Create Decent Housing with New/Improved Availability: Housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort (such as would be captured under Suitable Living Environment).
- Promote Economic Opportunity Through New/Improved Sustainability: Activities related to economic development, commercial revitalization, or job creation.

Outcomes: Please select the one that most applies.

- Availability/Accessibility: Activities that make services, infrastructure, housing, or shelter available or accessible to low- and moderate- income people, including persons with disabilities.
- Affordability: Activities that provide affordability in a variety of ways in the lives of low- and moderate- income people. It can include the creations or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- Sustainability: Activities aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefits to low- and moderate income persons or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

Outputs: Please select and quantify the one that most applies.

- No. of Households Assisted
- No. of New Businesses Assisted
- No. of Jobs Created/Retained
- No. of Units made 504-Accessible
- No. of Years of Affordability Guaranteed
- No. of Jobs with Health Care Benefits
- No. of Units Meeting Energy Star Standards
- No. of Persons Stabilized
- Acres of Brownfields Remediated
- Amount of Money Leveraged
- No. of Affordable Units
- No. of Housing Units for HIV/AIDS
- No. of Units for Chronically Homeless
- No. of Units Made Lead Safe
- Other, please indicate Approximately 1,000 elderly and/or disabled residents will have access to a more suitable living environment due to the facility improvements

Other Information:

- Does the activity prevent homelessness? Yes No
- Does the activity help those with HIV/AIDS? Yes No
- Does the activity primarily help the disabled? Yes No
- Does the activity primarily help the elderly? Yes No
- Is the activity expected to generate program income? Yes No

Grantee Name: City of Plymouth

2016 CDBG Grant Year

Is this activity being carried out by the grantee (either directly and/or through contractors)?

X Yes _____ No

If Yes, Enter "X" in the appropriate category.

Activity is being carried out by the grantee through:

_____ Grantee employees

_____ Contractors

X Grantee employees and contractors

If No, Enter "X" by the appropriate category:

Activity is being carried out by:

_____ A subrecipient only

_____ A HUD-designated Community Based Development Organization (CBDO) only

_____ A HUD-designated CDBO acting as a subrecipient

_____ Another public agency _____

Enter "X" by the appropriate subrecipient designation:

_____ Non-profit organization

OR

_____ For-profit authorized under 570.201 (o) for economic development activities

Enter "X" by all that apply:

Subrecipient is:

_____ A faith-based organization

_____ An institution of higher education

2 ACTIVITY

Project Name: Public Services- Senior Transportation _____

Matrix Code (Please see Matrix Chart handout): 16-05E _____

CDBG Allocation Amount: \$11,929.58

Estimated CDBG Program Income (Revolving Funds): 0

Other Funds: \$ 58,500 Identify: City of Plymouth General Fund _____

Total Activity Budget: \$70,429.58

As a reminder, CDBG is not eligible for maintenance of public facilities. The purchase of equipment, fixtures, motor vehicles, furnishings, or other property that is not an integral structural fixture is generally ineligible. CDBG funds may be used, however, to purchase such items when necessary for use in the administration of activities assisted with CDBG funds or when such items constitute all or part of a public service.

Activity Description and Outcome Statement (please give accurate proposed description of project and quantify the proposed outcome)

Approximately 6,000 senior residents of the City of Plymouth will be provided transportation to and from basic necessities ranging from doctor appointments, the grocery store, physical therapy appointments etc. as well as some organized recreational activities for the purposed of creating a suitable living environment.

Housing Rehabilitation:

If choosing Housing Rehabilitation as a project, please check one of the following options:

Please only choose one option:

Wayne County Housing Rehabilitation Program (elect Wayne County to retain Housing Rehabilitation funds to facilitate Housing Rehabilitation within your community)

Community Wide Housing Rehabilitation Program (retain funds to facilitate Housing Rehabilitation within your community)

Please only choose one option:

Housing Rehabilitation Forgivable Grant _____

Housing Rehabilitation Loan with Affordability Period (please identify the affordability period)

➤ Affordability Period _____

Lien in Perpetuity _____

Demolition:

If choosing Demolition as a project, please check one of the following options:

Please only choose one option:

Wayne County will retain Demolition funds (elect Wayne County to retain Demolition funds to facilitate Demolition within your community)

Community Demolition Program (retain funds to facilitate Demolition within your community)

National Objective:

Specify one objective. Be sure to use the same objective in the Accomplishment Report for each activity. **Please attach the Low to Moderate Income Map for your community.**

Grantee Name: City of Plymouth 2016 CDBG Grant Year

LMA (Low and Moderate Income Area) Benefit
 Examples: Parks, Neighborhood Centers, and General Public Improvements
 The target area must consist of block groups that are 51% Low/Mod Income.

Census Tract(s)	Block Group(s)	Low/Mod %
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

LMC (Low and Moderate Income Limited Clientele) Benefit
 Examples: Public Services, Removal of Architectural Barriers for the Disabled
 Specify **only one** primary group of persons to benefit.

- | | |
|---|---|
| <input type="checkbox"/> Severely Disabled Adults | <input type="checkbox"/> Homeless |
| <input type="checkbox"/> Illiterate Adults | <input type="checkbox"/> Battered Spouses |
| <input type="checkbox"/> Abused Children | <input checked="" type="checkbox"/> Elderly |
| <input type="checkbox"/> Migrant Farm Workers | <input type="checkbox"/> Persons Living with AIDS |
| <input type="checkbox"/> Persons with Documented Low/Mod Income | |

LMH (Low and Moderate Income Housing) Benefit
 Examples: Housing Rehabilitation, Homebuyer Assistance

SBA (Slum and Blight Area) Benefit
Attach a board or council resolution approving a slum and blight designation.

Percentage of Deteriorated Buildings in the Area _____%

SBS (Slum and Blight Spot) Benefit

LMJ (Low and Moderate Income Job) Benefit
 Activities designed to create or retain permanent jobs of which at least 51% involve employment of low/mod persons

Other _____

Location and Target Area:

Attach a street map identifying the location and target area.

List the location address or cross streets of the activity. For a public service activity, list the office address. If project is community-wide, specify the qualifying census tracts and block groups with LMI percentages above.

Please identify the target area with cross streets: Community Wide- Office located at

Eligible Activity: Check the one that primarily describes the activity.

- | | |
|---|---|
| <input type="checkbox"/> Acquisition | <input type="checkbox"/> Disposition |
| <input type="checkbox"/> Public Facilities and Improvements | <input type="checkbox"/> Clearance Activities |
| <input checked="" type="checkbox"/> Public Services | <input type="checkbox"/> Interim Assistance |
| <input type="checkbox"/> Relocation | <input type="checkbox"/> Housing Services |
| <input type="checkbox"/> Privately Owned Utilities | <input type="checkbox"/> Homeownership Assistance |
| <input type="checkbox"/> Housing Rehabilitation | <input type="checkbox"/> Code Enforcement |
| <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> Fair Housing |

Grantee Name: City of Plymouth 2016 CDBG Grant Year

Section 108 Loan Repayments

Other _____

Performance Measures

Grantees must consider how HUD's performance measures system may impact their administrative practices and implement any changes needed to collect and report the data. As part of HUD's system, please create an Outcome Statement as follows:

Objectives: Please select the one that most describes the purpose.

- Enhance Suitable Living Environment Through New/Improved Accessibility: Activities designed to benefit communities, families, or individuals by addressing issues in their living environment.
- Create Decent Housing with New/Improved Availability: Housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort (such as would be captured under Suitable Living Environment).
- Promote Economic Opportunity Through New/Improved Sustainability: Activities related to economic development, commercial revitalization, or job creation.

Outcomes: Please select the one that most applies.

- Availability/Accessibility: Activities that make services, infrastructure, housing, or shelter available or accessible to low- and moderate- income people, including persons with disabilities.
- Affordability: Activities that provide affordability in a variety of ways in the lives of low- and moderate- income people. It can include the creations or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- Sustainability: Activities aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefits to low- and moderate income persons or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

Outputs: Please select and quantify the one that most applies.

- | | |
|---|--|
| <input type="checkbox"/> No. of Households Assisted | <input checked="" type="checkbox"/> No. of Persons Stabilized |
| <input type="checkbox"/> No. of New Businesses Assisted | <input type="checkbox"/> Acres of Brownfields Remediated |
| <input type="checkbox"/> No. of Jobs Created/Retained | <input type="checkbox"/> Amount of Money Leveraged |
| <input type="checkbox"/> No. of Units made 504-Accessible | <input type="checkbox"/> No. of Affordable Units |
| <input type="checkbox"/> No. of Years of Affordability Guaranteed | <input type="checkbox"/> No. of Housing Units for HIV/AIDS |
| <input type="checkbox"/> No. of Jobs with Health Care Benefits | <input type="checkbox"/> No. of Units for Chronically Homeless |
| <input type="checkbox"/> No. of Units Meeting Energy Star Standards | <input type="checkbox"/> No. of Units Made Lead Safe |
| <input type="checkbox"/> Other, please indicate _____ | |

Other Information:

- | | | |
|--|---|--|
| Does the activity prevent homelessness? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does the activity help those with HIV/AIDS? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does the activity primarily help the disabled? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does the activity primarily help the elderly? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the activity expected to generate program income? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Is this activity being carried out by the grantee (either directly and/or through contractors)?
X Yes _____ No

If Yes, Enter "X" in the appropriate category.
Activity is being carried out by the grantee through:

Grantee Name: City of Plymouth 2016 CDBG Grant Year

- Grantee employees
- Contractors
- Grantee employees and contractors

If No, Enter "X" by the appropriate category:

Activity is being carried out by:

- A subrecipient only
- A HUD-designated Community Based Development Organization (CBDO) only
- A HUD-designated CDBO acting as a subrecipient
- Another public agency _____

Enter "X" by the appropriate subrecipient designation:

Non-profit organization

OR

For-profit authorized under 570.201 (o) for economic development activities

Enter "X" by all that apply:

Subrecipient is:

- A faith-based organization
- An institution of higher education

Planning/Administration Activity

Project Name: Administration

Matrix Code (Please see Matrix Chart handout): **16-21A**

CDBG Allocation Amount: **\$4,975.46**

Estimated CDBG Program Income (Revolving Funds):0

Other Funds: \$ 0 _____ **Identify:** _____

Total Activity Budget: **\$4,975.46** _____

As a reminder, CDBG is not eligible for maintenance of public facilities. The purchase of equipment, fixtures, motor vehicles, furnishings, or other property that is not an integral structural fixture is generally ineligible. CDBG funds may be used, however, to purchase such items when necessary for use in the administration of activities assisted with CDBG funds or when such items constitute all or part of a public service.

Activity Description and Outcome Statement (please give accurate proposed description of project and quantify the proposed outcome)

CDBG Sub-recipient program administration

Is this activity being carried out by the grantee (either directly and/or through contractors)?

X Yes _____ No

If Yes, Enter "X" in the appropriate category.

Activity is being carried out by the grantee through:

- Grantee employees
 Contractors
 Grantee employees and contractors

If No, Enter "X" by the appropriate category:

Activity is being carried out by:

- A subrecipient only
 A HUD-designated Community Based Development Organization (CBDO) only
 A HUD-designated CDBO acting as a subrecipient
 Another public agency _____

Enter "X" by the appropriate subrecipient designation:

Non-profit organization

OR

For-profit authorized under 570.201 (o) for economic development activities

Enter "X" by all that apply:

Subrecipient is:

- A faith-based organization
 An institution of higher education

RESOLUTION

The following Resolution was offered by Commissioner _____ and seconded by Commissioner _____.

WHEREAS The City Commission of the City of Plymouth did post and hold a Public Hearing for the purposes of allocating Community Development Block Grant funds for the program year 2016, and

WHEREAS It was determined after the public hearing that the City Commission would adopt the estimates for CDBG allocations given by Wayne County, and

WHEREAS The City Commission did post and hold an additional public hearing to announce the Final and Determined uses for the 2016 CDBG allocation,

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the following Community Development Block Grant determined uses and allocations for the 2016 CDBG program year:

Public Facility Improvements (ADA)	\$32,849.60
Public Services- Senior Transportation	\$11,929.58
<u>Administration/Planning-Grant Admin Salary</u>	<u>\$4,975.46</u>
TOTAL (Estimated)	\$49,754.64

NOW THEREFORE BE IT FURTHER RESOLVED THAT the City Commission authorizes and directs the City Administration to complete and submit the final determined uses to Wayne County for inclusion as part of the compiled CDBG plan that is submitted annually to HUD

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Mayor & City Commission
From: Paul J. Sincock – City Manager
CC: S:\MANAGER\Sincock Files\Memorandum - Hockey Equipment Purchase 03-07-16.doc
Date: 3/3/2016
Re: Hockey Equipment Purchase

BACKGROUND:

The City Commission is aware that the City Recreation Department has a management partnership with the Plymouth Canton Hockey Association (PCHA). Part of the City's duties is to purchase and coordinate the bid process for Hockey Jerseys and socks for the upcoming 2016 - 17 season. This is very similar to what we do with the Soccer Program.

The purchase of the hockey jerseys and socks is covered by fees collected from Hockey registrations in the Recreation Fund. There is no General Fund money that is used for these purchases as user fees to the Recreation Fund allow for the purchase of the uniforms. Due to the way our partnership has revised the way uniforms are used families will have an opportunity to save \$100 per child, per hockey family.

We have received two bids for the uniforms, one a local vendor based in Northville and the second is an out of state vendor based in Dallas, Texas. The vendor from Texas was awarded the bid last season and they presented a number of challenges to our staff.

We have attached a memorandum from Recreation Director Steve Anderson which further outlines this purchase and provides additional background material.

RECOMMENDATION:

The City Administration recommends that the City Commission authorize the purchase of the hockey uniforms from the D & D Bicycle & Hockey of Northville, Michigan. We have attached a proposed Resolution for the City Commission to consider regarding this matter.

Should you have any questions in advance of the meeting please feel free to contact either myself or Steve Anderson.



Memo

To: Paul Sincock, City Manager
From: Steve Anderson, Recreation Director
CC:
Date: 3/1/2016
Re: Hockey Uniform Bid Recommendation 2016-2017 Budget Year

As you are aware, the City has a management partnership with the Plymouth Hockey Association (PHA) that began during the 2014-15 hockey season. For the second consecutive season of the partnership, we have put out for bids on the PHA uniforms.

The PHA will be using the exact same Warrior model uniform next season as the current season (Razer KH350). This will allow families to use their uniforms for two seasons if they so choose. This decision also offers the potential to save \$100.00 per child, per hockey family.

Please find attached the Hockey Uniform Bid Packet. For the overall bid process, Tom Alexandris posted the bids on-line and sent out the usual e-mail blasts. Linda Langmesser posted the bid in the Plymouth Observer and the bid opening was attended by Linda Langmesser, Tom Alexandris, Colleen Pobur (PHA President) and myself.

Please also find attached the bid summary from the bid opening held on Thursday, Feb. 25, 2016. We have found that all bids are very comparable and are fair market price.

The two vendor who bid this year are:

- BSN Sports - Dallas, Texas
- D & D Bicycle & Hockey - Northville, Michigan.

The bid was awarded last year to BSN Sports. Although the BSN representative was very helpful and knowledgeable, we found multiple challenges dealing with the BSN Sports screen printer and the usual red tape associated in dealing with a nationwide vendor.

With the past six months of dealing with BSN Sports still fresh in our memories, City Staff and Coleen Pobur met with the representative from D&D Bicycle & Hockey on Monday Feb. 29th at the Plymouth Cultural Center.

It was most important for the administrative team to verify that D&D's bid was genuine and that the service going forward was to be efficient and responsive. After a detailed meeting that established expectations and time lines for the upcoming season, Colleen and the City Staff felt confident in D&D's management and service for the upcoming year.

After the gathering of all the essential information was complete, the team was all in agreement that they would like to move forward in requesting the City Commission to award the 2016-17 bid to D&D Bicycle and Hockey of Northville, Michigan.

The purchase of these uniforms / equipment is offset by the registration fees collected by PHA Travel and House program registrations. The expenditure comes from account number 208-751-740.000

If you have any questions, feel free to contact me at anytime.



NOTICE TO BIDDERS CITY OF PLYMOUTH



Notice is hereby given that the City of Plymouth, Michigan will accept sealed bids up until 10:30 a.m., Thursday, February 26, 2016. The bid opening will be at 10:30 a.m., Thursday, February 25, 2016 for the following:

PURCHASE OF HOCKEY EQUIPMENT/UNIFORMS FOR THE 2016 / 2017 BUDGET YEAR

Specifications and bid documents are available at the city hall during normal business hours.

You may also download a copy of the documentation from the City's web site at:

<http://www.ci.plymouth.mi.us>.

The City of Plymouth reserves the right to accept or reject any or all bids, in whole or in part, and to waive any irregularities.

Linda J. Langmesser, CMC
City Clerk
City of Plymouth

2016/2017 Budget Year

Hockey Equipment/Uniforms Bid Specifications

- "Alternate" Jersey Bids Will NOT Be Accepted.
- The program has two groups of teams, Sharks and Stingrays. The jerseys are identical with the exception of the front logos. Screen prints need to be identical to the images provided.
- Winning Vendor must provide mock up or sample jerseys of all screen printing prior to final jersey order production.

Jerseys

Warrior Hockey Jersey – Model: Razer - Model KH350(Y) (Adult & Youth) - Black with White Trim

- * Bid to include all screen printing.
- * See Pictures of screen printing on Jerseys.
- * Jerseys bagged together in teams at delivery.
- * Sizes ranging from YS to XXL.
- * **Quantity from 100 - 200 jerseys.**

Warrior Hockey Jersey – Model: Razer - Model KH350(Y) (Adult & Youth) - White with Black Trim

- * Bid to include all screen printing.
- * See Pictures of screen printing on Jerseys
- * Jerseys bagged together in teams at delivery.
- * Sizes ranging from YS to XXL.
- * **Quantity from 100 - 200 jerseys.**

Warrior Hockey Jersey – Goalie Cut - Model: Razer - Model KH350G - Black with White Trim

- * Bid to include all screen printing.
- * See Pictures of screen printing on Jerseys
- * Size XXXL
- * **Quantity from 1 - 20 jerseys.**

Warrior Hockey Jersey – Goalie Cut - Model: Razer - Model KH350G - White with Black Trim

- * Bid to include all screen printing.
- * See Pictures of screen printing on Jerseys
- * Sizes XXXL
- * **Quantity from 1 - 20 jerseys.**

CCM Practice Hockey Jersey

- * Single color screen print logo on front (logo TBD).
- * Single color screen print 2-digit numbers on back.
- * Youth sizes.
- * Assortment of single colors (colors TBD).
- * **Quantity from 50 - 150 jerseys.**

Optional Names on Jerseys (by Team)

- * Single color screen print (white or black) player last name on back of jerseys for players on both "home" and "away" jerseys (maximum of 20 players per team).
- * Style and Font to be determined by staff upon awarding of bid.

Vendor services required for awarding of bid.

- ** Bid Winner must be able to supply all items listed on a year round basis.
- ** Individual late add on orders to be able to be provided within 14 days of request.
- ** All full team orders to be filled within 3 weeks of order placement.
- ** Orders to be bagged together in Teams at delivery.
- ** Sample products to be presented upon request of the City Representative before final bid acceptance.
- ** Bid Winner to provide two (2) on-site fitting days to size each player individually. Dates TBD (anticipate end of July 2016 for first date and mid August 2016 for second date).
- ** Sizing kits to be provided to the Program Staff and kept on-site during and 2 weeks after sizing days.

**City of Plymouth Proposal Form
Hockey Equipment/Uniforms Bid**

- Please provide pricing for equipment in table below
- Completed Non-Collusion Affidavit
- Submit three (3) copies of the proposal form

Bid Pricing	
Total bid for all services as listed in bid specifications	
Warrior Youth Size Jersey per unit with logo and numbers	\$
Warrior Adult Size Jersey per unit with logo and numbers	\$
Warrior Youth Goalie Cut Jersey per unit with logo and numbers	\$
CCM Practice Youth Size Jersey per unit with logo and number	\$
Optional Player Last Name on Back of Jerseys per team (on both Home and Away Jerseys)	\$

Bidder Contact Information

Bidder Company Name:	
Address:	
Phone Number:	
Fax:	
Email Address:	
Contact Person:	

The Undersigned, having examined the scope of work, hereby proposes to perform the work in a manner satisfactory to the City of Plymouth Recreation Department in accordance with all specifications, terms and conditions contained in this bid document at the following rates and prices and complete all work within schedules as generally stated and specifically agreed to at the initiation of each phase of work. I affirm that I have the authority to submit this bid to the City of Plymouth for the work specified on the attached sheet. I propose to supply the materials and labor to the City as outlined in this proposal in a timely manner.

Signature of Authorized Agent:	
Printed Name of Authorized Agent:	
Date:	

Stingrays Jerseys Screen Printing

Both Home Shoulders Logo



Home Front Logo



Home Back Numbers



Away Left Shoulder Logo



Right Shoulder Logo



Away Front Logo



Away Back Numbers



Shark Jerseys Screen Printing

Both Home Shoulders Logo



Home Front Logo



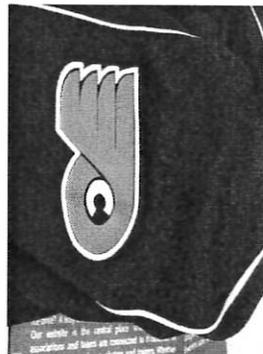
Home Back Numbers



Away Right Shoulder Logo



Away Left Shoulder Logo



Away Front Logo



Away Back Numbers



RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City of Plymouth operations a Recreation Department to promote the health and Welfare of the community, and

WHEREAS The City Recreation Department has previously entered into an agreement with the Plymouth Canton Hockey Association (PCHA) to provide operations management and Logistics to the PCHA, and

WHEREAS As a part of that agreement the City is to bid for the purchase of certain Hockey Equipment for use by the PCHA, and

WHEREAS The City accepted sealed bids for the purchase of certain Hockey Equipment.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the purchase of certain hockey equipment in accordance with the bid from the D & D Bicycle & Hockey in Northville, Michigan in accordance with their bid:

Warrior – Youth	\$35.99
Warrior – Adult	\$38.99
Warrior – Youth Goalie	\$39.99
CCM Practice – Youth	\$16.99
Player Name	\$ 2.90

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Mayor & City Commission
From: Paul J. Sincock – City Manager
CC: S:\MANAGER\Sincock Files\Memorandum - Possible Sale of the Salem Landfill 03-07-16.doc
Date: 3/3/2016
Re: Possible Sale of City Owned Property

BACKGROUND:

The City Commission is aware that we own an old closed landfill in Salem Township. We recently received both an Option to Purchase Real Estate and an Offer to Purchase Real Estate from the same corporate identity. The old Salem Landfill was originally closed in 1961 and then it was “re-closed” in late 80’s/early 90’s. It has not been operational since 1961.

Should the City Commission wish to consider moving forward the City Administration would recommend that they authorize the City Attorney’s Office to enter into discussions related to these documents.

The offers contain a number of conditions that should be carefully reviewed by our real estate team from the City Attorney’s Office.

RECOMMENDATION:

If there is an interest on behalf of the City Commission to consider selling the old Salem Landfill that this matter be referred to the City Attorney’s Office to enter into discussions with Green Valley Properties.

We have attached a proposed Resolution for the City Commission to consider regarding this matter.

OPTION TO PURCHASE REAL ESTATE

THIS OPTION TO PURCHASE REAL ESTATE ("Option Agreement") is by and between the City of Plymouth, a Michigan municipal corporation with an address of 201 South Main Street, Plymouth, MI 48170-1688 ("**Grantor**") and Green Valley Properties, LLC, a Michigan limited liability company and its assigns, with offices at 34643 Sarah Beth Lane, Livonia, MI 48152 (herein "**Grantee**").

WITNESSETH:

WHEREAS, the Grantor owns that certain real property parcel identification number A-01-14-400-013, comprising 41.73 acres in Salem Township, Washtenaw County (the "Property"), described on **Exhibit A** attached (the "Property");

WHEREAS, Grantor and Grantee desire to enter into this Option Agreement to set forth the terms and conditions upon which Grantee shall have the option to purchase the Property; and

NOW THEREFORE, for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, Grantor for itself and on behalf of its successors and assigns, does hereby grant to Grantee, an option to purchase the Property upon the following terms and conditions:

1. **Grant of Option; Consideration.** In consideration of Ten Dollars (\$10.00) and other good and valuable consideration, Grantor hereby grants Grantee an exclusive option to purchase the Property as hereinafter set forth (the "Option").

2. **Term of Option.** The term of this Option ("Option Period") shall be the earlier of (a) 60 days following expiration of the Investigation Period defined below and (b) the date Grantor and Grantee enter into a binding Purchase Agreement for the Property in the form of **Exhibit B** hereto.

3. **Grantee's Right to Exercise its Option; Parties Obligation to Proceed.**

Grantee may exercise the Option at any time during the Option Period by written notice to Grantor. Following Grantee's notice of exercise, Grantor and Grantee shall negotiate a sale price for the Property as set forth below.

4. **Exercising the Option:** In the event Grantee chooses to exercise the Option in accordance with the terms of paragraph 3 above, Grantee shall notify Grantor of what Grantee believes to be the fair market value ("FMV") of the Property. If Grantor does not agree with Grantee's FMV, Grantor shall notify Grantee within ____ days of receipt of Grantee's notice of its belief as to the FMV of the Property and the parties shall thereafter attempt to agree upon a FMV. If the parties are unable to agree on FMV within ____ days after Grantor notifies Grantee of its counter FMV, then the FMV shall automatically be determined by a fair market value appraisal of the real property performed by a qualified appraiser who shall be selected by Grantee and the Grantor and such determination shall be final and binding on the parties. The cost of any appraisal to determine FMV shall be shared equally between Grantor and Grantee. Upon a determination of FMV, the parties hereto shall execute the Purchase Agreement attached hereto as **Exhibit B** which shall require the conveyance of marketable title to the Property to Grantee, free and clear of all liens and encumbrances and options to purchase.

5. **Investigation Period; Grantor's Deliveries:** Grantee shall be allowed the opportunity to investigate the Property and Grantor shall cooperate and deliver information and documents to Grantee as follows:

(a) **Grantor's Deliveries.** Within five (5) days after the date of this Option Agreement, Grantor agrees to furnish to Grantee all plans and specifications, drawings, appraisals, land surveys, inspection reports, environmental audits or reports, Approvals, Plans and Warranties relating to the Property in Grantor's possession or control (collectively, "**Grantor's Deliveries**").

(b) **Title and Title Commitment.** Within the Investigation Period (as defined below), Grantee may object in writing to any matter disclosed by the Title Commitment, the existing survey(s) or any new survey Grantee might obtain. Grantor shall have thirty (30) days from the date any such objection is given to remedy the objection(s) to the satisfaction of Grantee. Upon notice to Grantor, Grantee may terminate this Option Agreement without any further instruction or authorization and neither party shall have any further obligation to the other under this Option Agreement. Grantee may at any time waive any objection(s) and accept title as it then is and such title shall not change before any closing of the sale pursuant to the Purchase Agreement attached as **Exhibit B** (the "Closing"). Those recorded exceptions to title disclosed by the Title Commitment to which Grantee does not object, those that have been waived by Grantee as provided above, those to which Grantee objected but which Grantor cured to the satisfaction of Grantee as provided above, together with any matters reflected on any survey provided by Grantor (whether or not related to a recorded exception or reflected in the Title Commitment) and not objected to shall collectively be referred to herein as the "**Permitted Exceptions.**" Notwithstanding anything contained in this Section 5 to the contrary, Grantor covenants and agrees that it shall pay and discharge on or before Closing, if necessary from the proceeds of the Purchase Price, and Permitted Exceptions shall not include: (i) mortgages, liens or other encumbrances of a liquidated nature and an ascertainable monetary amount; (ii) mortgages, liens or other encumbrances created by the act or omission of Grantor or any agent or contractor of Grantor; and (iii) matters which arise subsequent to the date of and are not referenced in the Title Commitment which have not been approved by Grantee.

(c) **Option Period; Governmental Approvals.** Grantee and its consultants shall have three hundred sixty-five (365) days from the date Grantee acknowledges in writing receipt of all of the Title Commitment, recorded exceptions documents, and Grantor's Deliveries (as such period may be extended as provided below, the "**Investigation Period**"), to review the Grantor's Deliveries, to access, inspect and conduct such tests, studies, inspections and examinations of the Property, including without limitation, environmental testing and soil borings, as Grantee deems advisable, to investigate applicable laws, ordinances and codes, to apply for all governmental approvals, including site plan approvals, variances and rezoning, as Grantee deems advisable ("**Governmental Approvals**"), and to do all other things as Grantee deems necessary, in its sole discretion, to satisfy itself that the Property is suitable for Grantee's intended use. Grantee shall have the unilateral right to extend the Investigation Period no more than three (3) times for a period of thirty (30) days each by giving notice to Grantor thereof prior to the expiration of the initial 365 day Investigation Period or extended Investigation Period, as the case may be.

(d) Grantor agrees to reasonably cooperate with Grantee's efforts to obtain any and all Governmental Approvals, including without limitation, joining in the execution of permits, applications, and other written requests and reports, including site plan approval, variance and/or rezoning applications, plats, easements, tax splits and any other documents. Grantee will pay any governmental application fees (or other fees and charges) for any such Governmental Approvals requested by Grantee, but Grantee shall not otherwise be responsible for Grantor's costs incurred in cooperating with Grantee's efforts to obtain the Governmental Approvals.

(e) If Grantee, in its sole discretion, is not satisfied for any reason with the Grantor's Deliveries, the condition of the Property or the results of its tests, studies, inspections, examinations or investigations, or if Grantee is not satisfied for any reason with the applicable laws, ordinances or codes, or if Grantee is unable to obtain any Governmental Approvals or is not satisfied for any reason with any Governmental Approvals obtained, or if for any other reason or no reason Grantee does not wish to

proceed with the purchase of the Property, then Grantee may terminate this Agreement within the Investigation Period upon notice to Grantor without any further instruction or authorization and neither party shall have any further obligation to the other under this Agreement. Grantee agrees to restore the Property if it is disturbed by any testing by Grantee. Grantee also agrees to indemnify and defend Grantor from any loss, liability or damage, arising solely from the actions of Grantee or its agents, employees or contractors on the Property.

6. **Grantor's Continuing Obligations:** From the date of this Option Agreement to the date this Option Agreement expires, Grantor shall:

(a) refrain from transferring any of the Property or creating on the Property any easements, liens, mortgages, encumbrances, lease, license or other interest without the prior written consent of Grantee;

(b) upon acceptance hereof, Grantor shall not, nor shall any of its representatives, employees, board members, trustees, or agents, continue or enter into any discussions or agreements for the sale, exchange or transfer (or option of any portion of the Property) with any party other than Grantee while this Option Agreement is in effect;

(c) promptly comply or cause there to be compliance with all notices of violation of laws or municipal ordinances, regulations, orders or requirements of, health, or other state, city or municipal departments or other governmental authorities having jurisdiction over or affecting the Property or the use of operation thereof; and

(d) perform its obligations on a timely basis and without default under any agreement relating to the Property, including its obligations to maintain and test the Property in accordance with any requirements of or agreements with the Michigan Department of Environmental Quality ("MDEQ") or U.S. Environmental Protection Agency ("EPA").

7. **Correspondence and Notices.** Any notice or consent required to be given pursuant to this Option Agreement or otherwise desired to be delivered by one party to the other, shall be effective only if in writing which is (i) personally delivered at its address below; (ii) sent by certified mail with postage prepaid, return receipt requested at the address below; (iii) sent by Federal Express or other similar air courier to such party at the address; or (iv) sent by email at the email address below. Notice shall be deemed given upon personal delivery, two (2) days following mailing, one (1) day following deposit with an air courier or upon sending an email with a confirmed receipt. Notices must be given at the following address(es), as they may be modified by written notice given to all parties:

If to Grantor:

City of Plymouth
201 South Main Street
Plymouth, MI 48170-1688
Email:

If to Grantee:

Green Valley Properties LLC
34643 Sarah Beth Lane
Livonia, MI 48152
Email:

8. **Notice of Interest.** The parties hereto agree that Grantee shall have the right to record a copy of this Option Agreement with the appropriate municipality against the Property (evidencing Grantee's Option on the Property).

9. **Miscellaneous.**

(a) This Option Agreement shall be deemed to have been made in the United States of America, State of Michigan, and shall be governed by and construed in accordance with the laws of the State of Michigan that are applied to contracts made and to be performed in that State;

(b) This Option Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors, heirs, assigns, executors, administrators, and personal representatives. Grantor may assign this Option Agreement without Grantee's prior written consent and Grantee may not assign its Option without Grantor's written consent;

(c) Whenever in this Option Agreement words, including pronouns, are used in the masculine, they shall be read in the feminine or neuter whenever they would so apply and words in this Option Agreement that are singular shall be read as plural whenever the latter would so apply and vice versa;

(d) The headings used herein have been used for the convenience of the parties and are not to be used in construing this Option Agreement;

(e) This Option Agreement may not be amended, altered, or modified unless done so in writing by the person against whom enforcement of any waiver, change, modification, or discharge is sought; and

(f) This Option Agreement may be executed in one or more counterparts, which shall constitute one and the same Option Agreement.

[remainder of page intentionally left blank]

IN WITNESS WHEREOF, the parties hereto have executed this Option Agreement as of the day and year first above written.

GRANTOR:

CITY OF PLYMOUTH, a Michigan Municipal Corporation

By: _____

Its: _____

Grantor Execution Date: _____, 2016

GRANTEE:

GREEN VALLEY PROPERTIES, LLC, a Michigan corporation

By: _____

Its: _____

Its: _____

Grantee Execution Date: _____, 2016

STATE OF MICHIGAN)
)SS
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ 2016,
by _____, as _____ of the City of Plymouth, the Grantor
hereunder.

My commission expires _____
Notary Public
_____ County, _____

STATE OF MICHIGAN)
)SS
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ 2016,
by Tony Calo, the _____ of Green Valley Properties, LLC, the Grantee hereunder.

My commission expires _____
Notary Public
_____ County, _____

Instrument drafted by and
when recorded, return to:

Bradley J. Knickerbocker, Esq.
Howard & Howard Attorneys PLLC
2950 S. State St.
Suite 360
Ann Arbor, Michigan 48104

Exhibit A

Legal Description

**EXHIBIT B TO
OPTION TO PURCHASE**

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT ("**Agreement**") is made as of _____, 20____ (the "Effective Date") by and between the City of Plymouth, a Michigan municipal corporation with an address of 201 South Main Street, Plymouth, MI 48170-1688 ("**Seller**") and Green Valley Properties, LLC, a Michigan limited liability company and its assigns, with offices at 34643 Sarah Beth Lane, Livonia, MI 48152 ("**Purchaser**").

WITNESSETH:

WHEREAS, this Agreement is entered into between Seller and Purchaser pursuant to that certain Option Agreement dated ____, 2016 ("Option Agreement");

NOW, THEREFORE, in consideration of the promises hereinafter contained, the purchase price stated in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Purchase and Sale.** Subject to the terms, covenants and conditions of this Agreement, Seller agrees to sell and convey to Purchaser, and Purchaser agrees to buy from Seller, the following (hereafter referred to collectively as the "**Property**"):

- (a) the land ("**Land**") is that certain real property parcel identification number A-01-14-400-013, comprising 41.73 acres in Salem Township, Washtenaw County (the "Property"), described on Exhibit A attached;
- (b) all buildings, structures and improvements of every kind, nature and description now situated on the Land and all systems and utilities associated with owned and utilized by Seller in the ownership and operation thereof (collectively, "**Improvements**");
- (c) all machinery, equipment, fixtures and other personal property of any kind, nature or description, if any, located upon and used or useful in the operation of the Land and/or Improvements or used in the maintenance and operation of the Land and Improvements (collectively, the "**Personal Property**"); provided however, Personal Property shall not include any garbage, refuse, waste or contamination upon or under the Land or in any groundwater so long as Purchaser does not disturb or move any such garbage, refuse, waste or contamination.
- (d) the rights to make all available divisions pursuant to Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967, as amended, it being the intention of the parties that Seller shall not retain the right to make any divisions with respect to the Property herein described or any retained parcels; and

- (e) all right, title and interest of Seller in and to (i) any strips and gores adjoining or adjacent to the Land and in and to any land lying in the bed of any street, road, avenue, way or boulevard, open or proposed, in front of or adjoining the Land, whether or not legally described above; (ii) any award for damage to the Land or the Improvements by reason of any change of grade in any street, road, avenue, way or boulevard; (iii) any pending or future award made in condemnation or in lieu thereof; and (iv) all rights, easements and interests, water, air and mineral rights, streets, public ways or rights-of-way, privileges, tenements, hereditaments, improvements, licenses, appurtenances and other rights and benefits belonging or in any way related or appurtenant to the Land or Improvements.

2. **Purchase Price; Deposit.** The purchase price of the Property ("**Purchase Price**") shall be _____ and 00/100 Dollars (\$_____.00). Subject to the terms and conditions of this Agreement, the Purchase Price, plus or minus prorations and other adjustments as provided herein, shall be paid to Seller at Closing. Promptly after the Effective Date, Three Thousand and 00/100 Dollars (\$3,000.00) (the "**Deposit**") shall be deposited by Purchaser with First American Title Insurance Company (the "**Title Company**") as escrow agent for the mutual benefit of the parties (in such capacity, the "**Escrow Agent**") under a mutually acceptable Escrow Agreement. The Deposit shall be delivered to Seller at Closing as part payment of the Purchase Price or returned to Purchaser or retained by Seller as provided herein.

3. **Seller's Deliveries.** Seller has furnished to Purchaser "Grantor's Deliveries" as defined in the Option Agreement. Seller covenants and agrees that it shall pay and discharge on or before Closing (from the proceeds of the Purchase Price if necessary and sufficient), and Permitted Exceptions shall not include, all matters objected to (and not cured or waived) pursuant to or identified in the Option Agreement, including all matters which arise subsequent to the date of and are not referenced in the Title Commitment (as defined in the Option Agreement) which have not been approved by Purchaser.

4. **Representations, Warranties And Covenants.** Seller covenants, represents and warrants to Purchaser as of the date hereof and as of the Closing Date:

- (a) Seller has good, marketable and insurable fee simple title to the Property, free and clear of all mortgages, liens, encumbrances, leases, occupancy agreements, security interests, covenants, conditions, restrictions, rights of way, easements, judgments, or other matters affecting title except for the Permitted Exceptions and any mortgages, liens or other encumbrances to be paid by Seller at Closing as provided herein. Seller has the authority on behalf of itself and all other persons or entities who may have an interest in the Property to enter into this Agreement, bind Seller, and to consummate the transaction contemplated hereby. This Agreement and all documents executed by Seller which are to be delivered to Purchaser at Closing do not violate any provisions of any agreement, charter, statute, ordinance, or judicial order to which Seller is a party or to which Seller or the Property is subject.
- (b) There are no leases or agreements, written or oral, entitling anyone to occupancy or possession of the Property or any portion thereof.
- (c) There are no contracts relating to the provision of goods or services affecting the development, construction, operation and use of the Property, including, without

limitation, service contracts, maintenance agreements, utility and maintenance agreements or equipment leases affecting the Property or which will be binding upon the Property or Purchaser following the Closing.

- (d) There is no pending or, to the best of Seller's knowledge, threatened or contemplated litigation or other proceedings involving Seller or any portion of the Property.
- (e) Seller has not received any notice that the Property or any portion thereof is situated, used, or operated in violation of and, to the best of Seller's knowledge the Property is not situated, used, or operated in violation of, any law, court order, regulation, ordinance or requirement of any city, county, state or federal governmental authority.
- (f) Except as set forth in that certain _____ Environmental Site Assessment for the Seller prepared by _____ and dated _____ and all documents, studies, research, reports, tests and analysis referenced therein or attached thereto (collectively "Existing Reports"), to Seller's knowledge and without independent investigation: (i) no Hazardous Materials are situated upon or buried in the Land, and neither Seller nor any user nor its or their respective agents or employees, or any prior owner or occupant of the Property are in violation of any Environmental Laws; (ii) neither Seller or any tenant or affiliate of Seller nor any prior owner or occupant of the Property, have used, generated, treated, released, stored or disposed of any Hazardous Materials in, on, under or about the Property except in compliance with all Environmental Laws; (iii) the Property and its present use complies with all Environmental Laws, all zoning, building and other land use matters and utility availability laws, ordinances and regulations; (iv) neither Seller nor the Property or any prior user of the Property, is the subject of any pending or threatened investigation, inquiry or proceeding under any Environmental Laws; and (v) there are no underground storage tanks situated in, on or under the Land. Seller does not represent, warrant or guaranty the scope, competency, thoroughness, compliance with any industry standard, or accuracy of the Existing Reports or any the findings, conclusions or analyses contained therein.

For the purposes of this Agreement, "**Hazardous Materials**" shall include, but shall not be limited to, chemical waste, toxic or hazardous substances, chemicals or wastes, solid waste and any other substances or materials regulated by any Environmental Laws, and shall include substances defined as "hazardous substances" or "toxic substances" in CERCLA, RCRA (as such acronyms are defined below), the Hazardous Materials Transportation Act and those substances defined as hazardous or contaminated waste in any federal, state or local laws and the regulations adopted and publications promulgated pursuant to said laws. For purposes of this Agreement the term "**Environmental Laws**" shall mean and include any and all laws, statutes, ordinances, rules, regulations, orders or determinations of any federal, state or local governmental authority existing as of the date hereof pertaining to health, air or water quality, hazardous substances, hazardous waste, waste disposal, air emissions or the environment, and relating to the Property, including without limitation, the Clean Air Act, as amended, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, ("**CERCLA**"), the Federal Water Pollution Control Act Amendments, the Occupational Safety and Health Act of 1970, as amended, the Resource Conservation and Recovery Act of 1976, as amended,

(“**RCRA**”), the Hazardous Materials Transportation Act of 1975, as amended, the Safe Drinking Water Act, as amended, and the Toxic Substances Control Act, as amended. Likewise, the terms “hazardous substance”, “release” and “threatened release” shall have the meanings specified in CERCLA and the terms “solid waste” and “disposal” (or “disposed”) shall have the meanings specified in RCRA; provided that, to the extent the laws of the state where the Property is located establish a meaning for “hazardous substance”, “release”, “solid waste” or “disposal” which is broader than that currently specified in CERCLA or RCRA, such broader meaning shall apply with regard to the Property.

The foregoing representations, warranties and covenants shall be continuing and be deemed remade by Seller as of the Closing Date with the same force and effect as if in fact made at that time. All such representations, warranties and covenants shall survive the Closing and the execution and delivery of the Deed for a period of Eighteen (18) months following Closing. The continuing truth and correctness of the foregoing representations, warranties and covenants shall be conditions precedent to Purchaser’s obligation to close under this Agreement. Notwithstanding anything herein to the contrary, Purchaser shall notify Seller promptly upon learning of information that Purchaser believes may evidence that one or more of Seller’s representations or warranties is untrue.

5. **Operation of Property Prior to Closing.** Until the earlier of the Closing or the termination of this Agreement, Seller shall operate the Property in the same manner as before this Agreement was executed, and shall cause the Property to be maintained in good order, operating condition and repair, normal wear and tear excepted.

6. **Conditions Precedent.** Each and every obligation of Purchaser to be performed at the Closing shall, in addition to any other conditions precedent set forth in this Agreement, be subject to the satisfaction of the following conditions prior to, or concurrently with, the Closing and if such conditions are not satisfied, then unless Purchaser waives the fulfillment of such condition, in writing, the Deposit shall be returned to Purchaser and this Agreement shall be null and void:

- (a) Seller shall have performed and complied with all agreements, covenants and obligations which under this Agreement and the Option Agreement which are required to be performed or complied with by Seller (or Grantor) at any time prior to or at the Closing. Each representation, warranty and covenant of Seller herein shall be accurate, complete and true on the Closing Date.
- (b) There shall be no adverse change in the environmental condition of the Property, and the physical condition of the Property shall be the same on the Closing Date as on the Effective Date, reasonable wear and tear or casualty or condemnation excepted.
- (c) None of Seller’s Governmental Approvals shall have been revoked or modified and no law or ordinance shall have been enacted that would otherwise frustrate Purchaser’s intended use of the Property.

Each of the foregoing conditions precedent is for the sole benefit of Purchaser and may be waived at any time by written notice thereof from Purchaser to Seller. The waiver of any particular condition shall not constitute a waiver of any other.

7. **Closing.**

(a) The consummation of the transactions herein contemplated (the "**Closing**") shall take place at the offices of Purchaser's counsel or the Title Company within ten (10) days after the execution of this Agreement or such other date to be mutually agreed upon in writing by Purchaser and Seller (the "**Closing Date**"), provided that Purchaser shall not be obligated to close unless title can be conveyed in the condition required herein and all conditions to Purchaser's obligations have been satisfied or waived. Seller shall deliver exclusive possession of the Property to Purchaser at Closing, subject only to the Permitted Exceptions.

(b) Seller shall deliver or cause to be delivered to Purchaser at the Closing the following documents, dated as of the Closing Date and in form and substance satisfactory to Purchaser, the delivery of which shall be a condition to Purchaser's obligation to consummate the purchase and sale herein contemplated: (i) a warranty deed in recordable form duly executed by Seller and conveying to Purchaser good, marketable and insurable fee simple title to the Property subject only to the Permitted Exceptions (the "**Deed**"); (ii) a warranty (of title) bill of sale and assignment with respect to the Property; (iii) certified copies of resolutions of Seller, authorizing the sale of the Property and the execution and delivery of the closing documents to be executed on behalf of Seller; (iv) a marked-up commitment for an Owner's Policy dated as of the Closing Date and issued by the Title Company in the amount of the Purchase Price, showing fee simple title in Purchaser subject only to the Permitted Exceptions, with the requirements to issuance and standard exceptions deleted, and otherwise in conformance with the Title Commitment, together with such endorsements as the Purchaser may require (Purchaser being responsible for the cost of any endorsements except those Seller procures to resolve a title objection), together with all reasonable and customary certificates, affidavits, indemnifications, undertakings and other evidence as may be required to induce the Title Company to issue the Owner's Policy required by this Agreement; and (v) a closing statement and any and all other documentation reasonably required by Purchaser or the Title Company to consummate the transactions described herein.

(c) At Closing, Purchaser shall pay to Seller the Purchase Price, plus or minus prorations and other adjustments as provided herein, with a credit for the Deposit, by wire transfer or certified or cashier's check, and Purchaser shall execute a closing statement and such other documentation as the Title Company may reasonably require consummating the transactions described herein.

8. **Prorations, Adjustments, Expenses.** Seller shall pay, at or prior to Closing, all real estate taxes, assessments (including installments thereof due following Closing), sewer rents and taxes, water or sewer rates and charges, personal property taxes, and any other governmental tax or charge levied or assessed against the Property, which are due or are a lien on the Property as of the Closing Date. Current taxes shall be prorated on a due-date basis based on a 365 day year assuming taxes are paid in advance. All utilities shall be apportioned based on final meter readings and final invoices or, in the case of water bills, a suitable escrow may be established at Closing to assure payment. Seller shall pay its own attorneys' fees, state and county transfer taxes, the title premium for the Owner's Policy, and the recording fees for any curative instruments. Purchaser shall pay its own attorneys' fees and the recording fee for the Deed. The parties shall share equally in the cost of any Title Company documentation or escrow fees. All costs or expenses of performance of obligations hereunder and of the consummation of the transactions contemplated herein that have not been specifically assumed by either party under the terms hereof shall be borne by the party incurring such cost or expense. The provisions of this Section shall survive the Closing and delivery of the Deed.

9. **Default.** In the event of any breach or default by Purchaser, Purchaser shall forfeit to Seller the Deposit as full and complete liquidated damages and as Seller's sole and exclusive remedy for such default by Purchaser. Seller shall have no other remedy for Purchaser's breach or default. In the event of any breach or default by Seller, or if any of Seller's representations and warranties shall not be true and correct on the date hereof and continuing thereafter through and including the date of Closing, then Purchaser may, as its sole and exclusive remedy, either: (a) demand and be entitled to the immediate return of the Deposit and payment of its out-of-pocket third party expenses in connection with its intended acquisition of the Property and this Agreement, in which event this Agreement shall, in its entirety, be deemed null, void and of no further force and effect (following return of the Deposit and payment of expenses); (b) seek to enforce and obtain specific performance of Seller's obligations under this Agreement.

10. **Indemnification.** Seller indemnifies and agrees to defend and hold harmless Purchaser and its principals, members, officers, shareholders, employees, representatives, agents successors and assigns from and against any and all claims, expenses, costs, damages, losses and liabilities suffered by any of them, whether before or after the date of Closing, as a result of, on account of or arising from (a) breach of any covenant, representation, warranty or agreement on the part of Seller made in this Agreement or in any instrument or document delivered pursuant hereto, (b) any third-party obligation, claim, suit, liability, contract, agreement, debt or encumbrance created, arising or accruing prior to Closing or asserted on or after the Closing and related to the Property or its operations prior to Closing and (c) any third-party or governmental obligation, claim, suit, liability, contract, agreement, demand, lien, debt or encumbrance created, arising, or accruing following Closing or asserted on or after the Closing and related to the historical operation of the Property as a landfill or the existence of contamination or Hazardous Materials of any kind located on, under or having migrated from the Property unless directly caused solely by acts of Purchaser or its agents, contractors, representatives, successors or assigns. This Section and the obligations of Seller hereunder shall survive the Closing and the execution and delivery of the Deed and shall not expire or terminate.

11. **Brokers.** Not applicable. _____

12. **Miscellaneous Provisions.**

(a) This Agreement and the Option Agreement constitute the entire contemplated agreements between the parties hereto with respect to the transactions contemplated therein, and they supersede all prior oral and written understandings or agreements between the parties.

(b) This Agreement shall be binding upon and inure to the benefit of the parties hereto, and their respective heirs, devisees, personal representatives, successors and assigns.

(c) Failure by Purchaser or Seller to insist upon or enforce any of its rights shall not constitute a waiver thereof. Either party hereto may waive the benefit of any provision or condition for its benefit contained in this Agreement. No oral modification hereof shall be binding upon the parties, and any modification shall be in writing and signed by the parties.

(d) TIME IS OF THE ESSENCE WITH RESPECT TO THE PERFORMANCE OF THE PARTIES' OBLIGATIONS UNDER THIS AGREEMENT.

(e) This Agreement is executed in and shall be governed by, and construed under, the laws of Michigan.

(f) Any notice or consent required to be given pursuant to this Agreement or otherwise desired to be delivered by one party to the other, shall be effective only if in writing which is (i) personally delivered at its address below; (ii) sent by certified mail with postage prepaid, return receipt requested at the address below; (iii) sent by Federal Express or other similar air courier to such party at the address; or (iv) sent by email at the email address below. Notice shall be deemed given upon personal delivery, two (2) days following mailing, one (1) day following deposit with an air courier or upon sending an email. Notices must be given at the following address(es), as they may be modified by notice given to all parties:

If to Seller:

City of Plymouth
201 South Main Street
Plymouth, MI 48170-1688
Email:

If to Purchaser:

Green Valley Properties LLC
34643 Sarah Beth Lane
Livonia, MI 48152
Email:

Notices by a party may be sent by such party's legal counsel (listed above) on behalf such party.

(g) Purchaser may assign this Agreement without Seller's prior written consent, in which event the Purchaser named herein shall have no further obligation or liability hereunder. Purchaser shall promptly notify Seller of any such assignment.

(h) Whenever this Agreement requires that something be done within a period of days, such period shall (i) not include the day from which such period commences, (ii) include the day upon which such period expires, (iii) expire at 5:00 p.m. Detroit, Michigan time on the date by which such thing is to be done, and (d) be construed to mean calendar days; provided that if the final day of such period falls on a Saturday, Sunday or legal holiday in the State of Michigan where such thing is to be done, such period shall extend to the first business day thereafter.

(i) All representations, warranties and covenants made or given in this Agreement, or pursuant to it, shall be true and correct as of the date of this Agreement and as of the Closing Date, and shall survive the Closing, the execution and delivery of the Deed, the bill of sale and all other instruments of conveyance with respect to the Property.

(j) It is understood and agreed that this Agreement may be executed in several counterparts, each of which, for all purposes, shall be deemed to constitute an original and all of which counterparts, when taken together, shall be deemed to constitute one and the same agreement, even though all of the parties hereto may not have executed the same counterpart. To facilitate execution of this Agreement, the parties may execute and exchange facsimile or electronic mail

counterparts of the signature pages and any such counterparts shall have the same binding effect as original counterparts.

(k) The parties acknowledge that this transaction contemplates only the sale and purchase of the Property and that Seller is not selling a business nor do the parties intend that Purchaser be deemed a successor of Seller with respect to any liabilities of Seller to any third party.

(l) Purchaser acknowledges that Purchaser will have the opportunity to independently and personally inspect the Property and that Purchaser has entered into this Agreement based upon its ability to make such examination and inspection. THE PROPERTY IS BEING SOLD TO AND ACCEPTED BY PURCHASER AT CLOSING IN ITS THEN PRESENT CONDITION, AS IS, WHERE IS, WITH ALL FAULTS, AND WITHOUT ANY WARRANTY WHATSOEVER, EXPRESS OR IMPLIED, EXCEPT FOR THE EXPRESS REPRESENTATIONS AND WARRANTIES OF SELLER CONTAINED IN THIS AGREEMENT AND ANY WARRANTY OF TITLE TO BE CONTAINED IN ANY DOCUMENT TO BE DELIVERED BY SELLER TO PURCHASER AT CLOSING.

(l) NOTWITHSTANDING ANYTHING HEREIN TO THE CONTRARY, SELLER'S OBLIGATION TO PROCEED UNDER THIS PURCHASE AGREEMENT IS EXPRESSLY SUBJECT TO ITS CITY COUNCIL APPROVING OF THE SALE PRICE (SAID COUNCIL HAVING ALREADY APPROVED OF THIS FORM OF PURCHASE AGREEMENT) WITHIN 60 DAYS FROM THE PARTIES AGREEMENT UPON THE FMV FOR THE PROPERTY, and if the FMV is not accepted by Seller's City Council within said 60 day period, unless Purchaser unilaterally agrees to extend the time for such approval, the Offer shall expire and be of no further force or effect.

[remainder of page intentionally left blank]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written.

SELLER:

CITY OF PLYMOUTH, a Michigan Municipal Corporation

By: _____

Its: _____

Seller Execution Date: _____, 2015

PURCHASER:

GREEN VALLEY PROPERTIES, LLC, a Michigan corporation

By: _____

Its: _____

Its: _____

Purchaser Execution Date: _____, 2015

EXHIBIT A
TO PURCHASE AGREEMENT

DESCRIPTION OF REAL ESTATE

RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by Comm.
_____.

WHEREAS The City of Plymouth owns certain properties, including an old landfill that was originally
Closed in 1961 and is located in Salem Township, and

WHEREAS The City has received both an option to purchase and an offer to purchase that
Property located in Salem Township, and

WHEREAS The property has been vacant for many decades and unused, and

WHEREAS The City Commission desires to consider the possibility of the sale of the property.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does
hereby authorize the Office of the City Attorney to review the documents that have been submitted and
begin discussions on behalf of the City with Green Valley Properties, LLC and/or others who may
express an interest in the closed landfill site.

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Mayor & City Commission
From: Paul J. Sincock – City Manager
CC: *S:\MANAGER\Sincock Files\Memorandum - Expand Number of Liquor Licenses 2016 - 03-07-16.doc*
Date: 3/4/2016
Re: Annual Review of allowable liquor licenses

BACKGROUND:

City Ordinance (Section 6-37d) requires that the Liquor License Review Committee annually review and report to the City Commission its recommendations to maintain, expand or delete the total number of allowable on-premises retail licenses for establishments that serve alcohol by the glass.

Five years ago the LLRC and City Commission authorized two additional liquor by the glass establishments and we now have a total of 24 licenses in the City. One establishment has been closed for nearly two years after attempting to reinvent itself from Panache to Bamboo and at last report that license was being held in Escrow by the State. A second establishment has been closed for about a year due to broken water pipes over the winter in 2015; the Plymouth Crossings will have to complete major renovations before it can re-open.

Currently, the Ordinance allows for a total of 14 licenses within the B-2 Zoning District or DDA District. Ten additional licenses are allowed in other business Zoning Districts. The two square mile City of Plymouth has a total of 24 active liquor licenses. In addition, there are other establishments such as the Plymouth Manor (Wedding Place on N. Main) and the Oddfellows Hall (Elizabeth Street) which have private parties, which serve liquor and have been known to place additional stresses on City Services. Also, we have the Compari's establishments which have one license, but are really a total of three different establishments.

Each month the City Police Department, City Clerk or the City Manager's office receives requests for additional liquor license transfers into the City. In the past, the City Commission has had presentations from several groups; including, but not limited to a Chocolate Bar, Greek Islands, the building at Main & Ann Arbor Trail all requesting additional liquor licenses. Each time the City Administration has a

discussion with the person calling about how Plymouth wants to maintain its overall ambiance and that we already have 24 active liquor licenses. There is significant demand by developers and others who want to bring additional liquor licenses into the City and especially the downtown area. The question becomes can available City Services and infrastructure handle more liquor serving establishments?

The City Administration has been and remains steadfast in its opinion that more liquor serving establishments is not something the current City Resources can handle at this time. We cannot sustain the additional demand that liquor serving establishments place on our resources. Everything from parking, to public safety services, and municipal services must be taken into consideration. It should be noted that we have not had 24 operational licenses in several years as usually one or more establishment is going through a conversion. That conversion process may also indicate that we are at a saturation point in liquor serving establishments since there always seems to be one or two that are closed in an attempt to re-invent themselves to pick up more business.

It should be noted that from a policing perspective we attempt to be preventive and provide high visibility in and around the liquor serving establishments. The addition of one officer has helped the overall situation. On the nights that this "new" officer works he focuses on the downtown bars/restaurants or other areas where bars/restaurants are located. This hopefully will free up other officers to handle calls for service throughout the City. The City Commission and the DDA are jointly funding the "new" officer. That additional officer will assist our staffing issues on approximately half of the nights.

In addition, each liquor establishment places additional stresses on a limited municipal parking system. We must also consider the demand going to be placed on the municipal parking system with the new Westborn Market coming in. Between the number of employees and customers at that location as well as their hours of operation into the evening, there will be a crunch on parking, even with Saxton's, which is already full most days/nights. There are also other demands placed on the Municipal Services Department and Fire Department as a result of liquor establishments. Every restaurant creates a number of issues with the sewer system and we must also consider the costs for additional "emergency" clean up of deposits left around town from "overbeveraged" persons. We are also required to "staff" the fire department for high volume run nights, such as New Year's Eve, St. Patrick's Day, Day before Thanksgiving and so on. This additional staffing is then funded 100% by the City General Fund. In addition, the run volumes on those nights also add significantly to our costs of the Fire Department due to the increase in the percentage of runs over what the City of Northville has annually.

The City has to be very cautious of the fact that once a license is in the City, it can be moved or expanded into another location. This was the case in Birmingham where they had cases of one license was used for multiple locations, similar to the Compari's situation. In our case; one license for Compari's covers three different alcohol serving establishments, which really means instead of 24 establishments we

have 26. Once a Liquor License is established in the City, the potential for sale of that license and then moving it to a larger operation also exists.

There is a cost to the City's General Fund as this is especially the case on days such as St. Patrick's Day, the day before Thanksgiving, New Year's Eve and so on. If St. Patrick's Day was a Special Event we would simply bill the sponsor of the event for these additional services. Instead, the City's General Fund picks up the tab for the additional police/fire and DMS coverage of the bar/restaurant activity and those costs are spread to all taxpayers in the City.

The adding of additional liquor licenses in the City is a political decision that must take all factors into consideration. While the "rowdy" atmosphere may have declined we feel that is due in part to a number of factors. The dedicated work of the Police Department and the additional officer has had an impact. The local establishments have a clear understanding of the expectations for operating a liquor serving establishment in the City. The resurgence of Mid-Town Detroit may have had an impact on some of the "20 something's" that used to frequent Downtown Plymouth.

Parking is still an issue and is in high demand. We must also be aware of the stresses on that system that additional business openings will have in the near future. will be something that will need to be addressed further. Paid parking may be something that will need to be considered in the very near future.

The LLRC recently had a discussion on this matter and voted by at 2 – 1 vote to recommend increasing the number of Licenses in the DDA District by one. Historically, we have always taken applications and granted approval based on the order of which the applications have come in. Please note that we currently have one applicant that has their process started with the Michigan Liquor Control Commission and their application is in and complete. We also have the outstanding issue of the pending State approval of the License for 789 W. Ann Arbor Trail (Amoco Site); although we understand that the license has been sold. The LLRC also heard a presentation from another downtown business who is interested in obtaining a liquor license.

Historically, the City allowed a first come, first review basis for the expansion of liquor licenses. The City Commission did offer a small window for businesses currently operating in the City to apply before opening it up to anyone on a first come, first serve basis. In the last expansion, we had two licenses and two local businesses obtained them. One went to Aqua and one went to Liberty Street Brewing. They both got in during the "window" period that allowed preference to currently operating businesses.

Should the City Commission decide to expand the number of licenses and then want some type of process other than the first serve, first review process that we have historically used, the City Administration would suggest that the Commission may want to meet with their attorney to carefully define a process.

We have received one email related to this issue and that is attached for your reference.

RECOMMENDATION:

The City Administration DOES NOT recommend any increase in the number of liquor licenses for the City. There seems to be a reasonable level of activity with 24 licenses currently operating covering 26 different liquor serving establishments.

However, the LLRC has recommended an expansion in the number of liquor licenses by one in the DDA District. We have prepared a Proposed Resolution that would authorize an expansion of the number of Liquor Licenses in the DDA Zoning District. After adoption of this Resolution there will still need to be additional future actions by the City Commission in order to amend the various Ordinances to allow the expansion to happen.

Should you have any questions in advance of the meeting please feel free to contact either myself or Al Cox.

There was then discussion of the two licenses that are currently in Escrow with the State of Michigan including the licenses for Panache/Bamboo and the Plymouth Crossing. City Ordinance Section 6.41 allows the LLRC and City Commission to make a recommendation to the State Liquor Control Commission terminate a license that has been in Escrow for more than one year.

The following Resolution was moved by Member Dwyer and Seconded by Member Valenti:

NOW THEREFORE BE IT RESOLVED to notify the ownership of Panache/Bamboo and the Plymouth Crossing that it is the intent of the Local Liquor License Review Committee to recommend to the City Commission that they should request that the State Liquor Control Commission terminate their licenses should they still be in Escrow at the start of 2017.

MOTION PASSED

ANNUAL REVIEW TO MAINTAIN, EXPAND OR DELETE TOTAL NUMBER OF ALLOWABLE ON-PREMISES LICENSES IN ACCORDANCE WITH SECTION 6-37d OF THE CITY CODE - On this topic there was considerable discussion. Chairperson Pobur had City Manager Sincock give a brief overview of the Ordinance and the annual requirement to review the number of licenses in the City.

Member Valenti stated that he was concerned about the possible dilution of what we have with regards to the stresses that additional licenses may place on the current businesses and the community.

Member Pobur stated that liquor licenses are hard to come by in Wayne County. We are at a good level now. Police issues are down. Parking and the character of the community are considerations as well.

Member Dwyer stated that he is typically a hard NO walking into the room and he has concerns related to the mix of retail as well as parking issues. He indicated that he is struggling with his decision this year and would love to hear more from the public.

A representative of Westborn Market at 860 Penniman stepped forward to make a presentation to expand the number of licenses in the DDA District and to allow them to have the license.

Laura Stevens of 855 Penniman spoke and indicated that there are four bars on her block now and enough is enough. She did not want to see the number of licenses expanded in the City.

Stefan one of the owners of the Greek Islands wants to see the City expand the number of licenses in the DDA District to allow them to have a Tavern License to sell Beer and Wine. This would be in order to meet the demands of their customers and to keep up with the competition. He suggested expanding the number of licenses in the DDA District by two.

The presentations from both Westborn Market and Greek Islands indicated that they wanted to obtain liquor licenses should they become available.

The Following Resolution was offered by Member Valenti and Seconded by Member Pobur:

WHEREAS The City Commission established the Local Liquor License Review Committee (LLRC) As a part of its Liquor Management Ordinance, and

WHEREAS City Ordinance Section 6-37(d) requires that the Local Liquor License Review Committee annually review and report to the City Commission its recommendations to Maintain, expand or delete the total number of allowable on-premises retail Licenses for establishments that serve alcohol by the glass under a variety of State of Michigan Liquor Licenses, and

WHEREAS The LLRC did make a review of the current liquor licenses and the City's potential For maintaining, expanding or deleting the number of Liquor Licenses in the City.

NOW THEREFORE BE IT RESOLVED THAT the Local Liquor License Review Committee does hereby recommend to the City Commission that they EXPAND the current number of liquor licenses in the City. The Local Liquor License Review Committee recommends to the City Commission that 15 licenses (increase of 1) within the B-2 Zoning District (DDA) and that 10 Licenses (no increase) be allowed within the B-1, B-3 and ARC Zoning Districts and that the total number of liquor licenses shall NOT EXCEED 25 Licenses (increase of 1) City wide in accordance with the current Zoning and Liquor Management Ordinances.

MOTION PASSED 2 – 1

Pobur – Yes

Valenti – Yes

Dwyer - No



REQUEST FOR SMALL DISTILLER LICENSE FOR VOKIN, LLC – The City has received an application from Vokin Vodka for a Small Distiller License to be located at 710 Junction. The members of the LLRC have received a communication from the City Attorney related to this matter.

Sincock, Paul

From: Meeting House Ballroom [meetinghousegb@aol.com]
Sent: Thursday, March 03, 2016 2:31 PM
To: Sincock, Paul
Subject: Corrected draft

Thursday March 3, 2016

Dear City Commissioners,

In response to the LLRC meeting on 2-29-2016, we would like to express our interest in the cap on liquor license's in the DDA to be maintained at the current number of 14. .

Our stand in this matter is based on the demand for **Parking**, and the need for **Public Safety**. As the owners of The Meeting House and managers of the largest private parking lot within the City, we feel the crunch and desperate need for added parking on a daily basis. We have to ask non-tenants daily to leave our lot in order to provide adequate spaces for our tenant, employees and customers. In the past few weeks we have already had to contact the police for patrons who are parking in handicapped spots when they are indeed not handicapped which is a clear indication of the need for convenient parking.

We do agree with Chief Cox, as he stated at last Monday's LLRC meeting, that 1 year should not be the measure on which a decision to add an additional license is done. We know 2015 seemed to be quite a good year in terms of low alcohol related instances, however we feel that more than one year is needed to discuss opening up the cap. Plymouth was able to add 1 additional officer recently, but the need is greater. The City of Plymouth has limited resources and the citizens of Plymouth voted down the Public Safety Mileage back in February of last year by a vote of 550-594. The DDA has made a small dent in the parking stock with the purchase of the Saxtons lot, but unfortunately that lot will take quite some time, years, to be fully available, if at all. Currently that lot is full with employees from the newly opened Keller Williams Real Estate office at the corner on Main and West Ann Arbor Trail. To add to that, there is an unoccupied space above them for lease which would only add to the parking needs in the downtown area and most likely would use the Saxtons parking lot as well.

Current vacant properties in the downtown area will also add to the future parking issues. The following are business that have vacancies or will open soon and need parking in the future:

- Mayflower Center with 4 available areas for rent with a total of approximately 18,570 sq. feet.
- Dance New York Dance Studio on Forest Ave., opening this month.
- Former Panache/Bamboo Restaurant on Forest
- Second floor of 789 West Ann Arbor Trail, above Keller Williams Realtors (previously mentioned)

- Former Lastrovia Restaurant on Forest
- Former Cozy Cafe

The following is listed in the City of Plymouth Liquor Licenses, Transfers, Permits:

Sec. 6-35. Review procedures. Each applicant for a new license, the establishment of a new permit, the transfer into the City of a new license, or the transfer of an existing license shall make a request to the City in accordance with the following procedures:

(4) Review factors. In reviewing a request for a new license or permits or transfers of ownership of existing licenses or transfers into the City of new on-premises licensees, the City Commission or LLRC may consider and/or weigh the following factors:

- a. Conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources and property.
- b. Total number of similar licenses in the City.
- c. Input from residents and surrounding business owners.
- d. Impact of the establishment on surrounding businesses and neighborhoods.
- e. Whether a proposed licensed premise is part of a multi-use project with substantial new retail, office, or residential components. The size of the licensed premise relative to the overall project or development.
- f. Crowd control.
- g. **Parking availability.**
- h. Preservation or restoration of historic buildings.
- i. Locating in an underdeveloped area.
- j. **Concentration of drinking establishments and impact on policing requirements.**
- k. **Policing requirements.**
- l. Business history.
- m. Business experience.
- n. LCC violation history.
- o. Will facility be a sit down full service restaurant serving alcohol or other "bar only" type establishment.
- p. Percent of floor area devoted to dining versus bar area.
- q. Size of bar area.
- r. Size of dance floor, if any.
- s. Type or character of the establishment, e.g. dining, nightclub, hotel, dance club.
- t. Overall benefit of the plan to the City.
- u. Non-payment of taxes or other payment due to the City. v. Any other factor(s) that may effect the health, safety and welfare or the best interests of the community.

As business owners and holders of one of the 14 Liquor Licenses in the DDA, we encourage the City Commission to keep the cap on allowable liquor licenses until the issues of lack of **parking and availability of police and public safety** can be resolved. We are pro-business, frequent the downtown shops and restaurants and are residents of Plymouth Township. In the event the cap were to increase by one we strongly support Westborn's plan's. We would like to show our support for

EMAIL OPPOSING EXPANSION OF LIQUOR LICENSES

this due to the fact existing parking is in place and their business hours should not impede public safety. We thank you for your time and hope you take our interest into consideration when the vote goes to full Commission on Monday March 7, 2016.

Thank You,

Tracy and Todd Osann
Meeting House Grand Ballroom
734-416-5100

EMAIL OPPOSING EXPANSION OF LIQUOR LICENSES

RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City Commission established the Local Liquor License Review Committee (LLRC) as a part of its Liquor Management Ordinance, and

WHEREAS City Ordinance Section 6-37(d) requires that the Local Liquor License Review Committee shall annually review and report to the City Commission its recommendations to maintain, expand or delete The total number of allowable on-premises retail licenses for Establishments that serve alcohol by the glass under a variety of State of Michigan Liquor Licenses, and

WHEREAS The LLRC did make a review of the current liquor licenses and the City's potential for maintaining, expanding or deleting the number Of Liquor Licenses in the City, and

WHEREAS The LLRC did recommend that the City Commission authorize an Expansion of the number of allowable Liquor Licenses by one, in the B-2 (DDA) Zoning District.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize an EXPANDATION of the current number of liquor licenses in the City. The City Commission authorizes 15 licenses within the B-2 Zoning District (DDA), and 10 Licenses within the B-1, B-3 and ARC Zoning Districts be allowed and that the total number of liquor licenses shall NOT EXCEED 25 licenses City wide in accordance with the current Zoning and Liquor Management Ordinances.

BE IT FURTHER RESOLVED THAT the City Administration shall draft the various Ordinance Amendments to make this change and present them for adoption at the first available regular meetings of the City Commission

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Mayor & City Commission
From: Paul J. Sincock – City Manager
CC: S:\MANAGER\Sincock Files\Memorandum - Fire Department Budget Recommendation 16 - 17 - 03-07-16.doc
Date: 3/3/2016
Re: Fire Department Budget Recommendation

BACKGROUND:

According to the Interlocal Agreement between the City of Plymouth and the City of Northville related to fire services it requires that the Plymouth City Commission recommend and make comments to the Northville City Council related to the proposed budget. The Northville Plymouth Fire Advisory Board (NPFAB) has reviewed the budget and has recommended it to the Plymouth City Commission and for approval by the Northville City Council. We are providing information on both the proposed budget for the Fire Department for Fiscal year 2016 – 17. We have attached the recent NPFAB Meeting Minutes for your reference.

The proposed 2016 - 17 Fire Department Budget is slightly higher than the current year, but is within a few hundred dollars of the 2014 – 15 proposed budget. That is due mainly in part to the renegotiation of the contract with Northville and as a result of some of the questions asked at the NPFAB Meeting. The City of Plymouth share of the budget will be \$591,875 including all reimbursable special event coverage. The 13 - 14 year budget showed Plymouth's anticipated total share as \$630,350.

The NPFAB has recommended that the City of Plymouth recommend approval of the budget and that the City of Northville adopt the proposed budget in accordance with the Interlocal Agreement. You will recall that Northville has budget approval and the NPFAB makes recommendations and Plymouth has the right to offer recommendations on the budget.

RECOMMENDATION:

The NPFAB has recommended that the City Commission recommend the Fiscal Year 2016 - 17 Budget for the Fire Department to the Northville City Council. This has been reviewed by the Fire Advisory Board at their meeting on March 1, 2016. The Northville City Council has final budget authority and they are currently in their budget process.

We have attached a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions in advance of the meeting please feel free to contact either NPFAB Chairman Colleen Pobur or myself.



**CITY OF PLYMOUTH
MEETING MINUTES**

201 S Main, Plymouth, MI 48170
Ph (734) 453-1234 Fax (734) 455-1892
<http://www.ci.plymouth.mi.us>



**NORTHVILLE – PLYMOUTH FIRE ADVISORY BOARD
MEETING MINUTES -
Tuesday, March 1, 2016 – Northville City Hall**

ROLL CALL – Chairperson Colleen Pobur, Vice-Chair Ken Roth, Members Pat Sullivan, Paul Sincok and Al Smolen was excused.

Others present were Fire Chief Steve Ott, Fire Capt. Jim Davison, Fire Capt. Greg Westfall, and Northville City Finance Director Sandi Wiktorowski.

APPROVALS OF MEETING MINUTES – The Meeting Minutes of the Meeting of February 1, 2016 were distributed in advance of the meeting. It was moved by Member Roth and seconded by Member Sincok to approve the Minutes as presented.

MOTION PASSED

DEPARTMENT BUDGET FOR FISCAL 16 – 17 – Chairperson Pobur called upon Chief Ott and Northville Finance Director Sandi Wiktorowski to make the presentation of the Fiscal Year 16 - 17. Vice Chairman Roth asked for discussion related to conference and meeting line item and it was explained that line is used for hosting conferences or meetings, the expense for staff to attend conferences or meeting was in other line items. Member Sincok asked for clarification related to unfunded pension and retiree health care. There was a brief discussion and it was determined to calculate those lines on a formula basis, based on how long the retiree served in the joint department. Chairperson Pobur asked information related to Capital Purchases for Fiscal Year 16 – 17. Chief Ott indicated that there were no capital purchases planned for the next fiscal year. He also passed out the 20 year schedule of capital purchases. The Chief indicated that there were lots of purchases planned for the 2020 – 21 Fiscal Year.

It was moved by Chairperson Pobur and seconded by Vice Chair Roth to approve and recommend the budget as amended by the NPFAB.

MOTION PASSED

INFORMATION ITEMS – Included in the meeting packet were a letter from St. Mary Mercy Hospital related to the professional work of Fire Department and CEMS Staff in saving a patient. Also, included was an article on the Federal Charges being pressed on the owners of a Novi Restaurant related to a fatal fire at the owner's home. There was also a story about a new Bio-Phone App. There was brief discussion on these items.

NEXT MEETING DATE – It was determined that the next meeting of the NPFAB would be on Monday, June 6, 2016 at 4:00 p.m. at Plymouth City Hall.

ADJOURNMENT – There being no further business to come before the NPFAB it was moved by Vice-Chair Roth and seconded by Member Sullivan to adjourn the meeting.

MOTION PASSED

Respectfully Submitted,

Paul J. Sincock
Recording Secretary

City of Northville
Fire Department Budget
FY2017

	Projected Budget FY2015-16			Proposed Budget FY2016-17			\$ Change	% Change
	Budget	Northville 42%	Plymouth 58%	Budget	Northville 41%	Plymouth 59%		
Administrative								
Wages - Administrative	85,090	35,738	49,352	85,520	35,063	50,457	430	0.5%
Training Wages	56,595	23,770	32,825	59,895	24,557	35,338	3,300	5.8%
Disability Insurance	5,955	2,501	3,454	5,955	2,442	3,513	-	0.0%
Uniforms & Clothing	6,290	2,642	3,648	5,000	2,050	2,950	(1,290)	-20.5%
Cleaning Allowance	550	231	319	550	226	324	-	0.0%
Debt Issuance Costs	7,130	2,995	4,135	-	-	-	(7,130)	-100.0%
IT Support & Improvements	5,890	2,474	3,416	5,695	2,335	3,360	(195)	-3.3%
Legal Services	300	126	174	200	82	118	(100)	-33.3%
Employee Physicals & Drug Tests	5,150	2,163	2,987	5,000	2,050	2,950	(150)	-2.9%
Medical/Certificate Renewals	200	84	116	400	164	236	200	100.0%
Vehicle Allowance	6,000	2,520	3,480	6,000	2,460	3,540	-	0.0%
Conferences & Meetings	100	42	58	200	82	118	100	100.0%
Liability & Property Insurance	885	372	513	1,740	713	1,027	855	96.6%
Contingency	3,680	1,546	2,134	18,520	7,593	10,927	14,840	403.3%
Memberships & Dues	1,150	483	667	1,205	494	711	55	4.8%
Education & Training	7,425	3,119	4,306	4,625	1,896	2,729	(2,800)	-37.7%
Fringe Benefits	57,600	24,192	33,408	54,865	22,495	32,370	(2,735)	-4.7%
Operations								
Wages - Runs	334,740	140,591	194,149	336,450	137,945	198,505	1,710	0.5%
Wages - Mutual Aid	12,000	5,040	6,960	12,000	4,920	7,080	-	0.0%
Wages - Inspections & Station Coverage	45,045	18,919	26,126	45,260	18,557	26,703	215	0.5%
Supplies	37,815	15,882	21,933	39,150	16,052	23,098	1,335	3.5%
Fuel & Oil - Equipment	200	84	116	200	82	118	-	0.0%
Radio Maintenance	6,075	2,552	3,523	6,075	2,491	3,584	-	0.0%
Fringe Benefits	48,560	20,395	28,165	48,800	20,008	28,792	240	0.5%
Maintenance								
Automotive Parts	3,500	1,470	2,030	3,000	1,230	1,770	(500)	-14.3%
Automotive Service	19,000	7,980	11,020	20,000	8,200	11,800	1,000	5.3%
Northville Only - Admin & Operations								
		Northville 100%	Plymouth 0%		Northville 100%	Plymouth 0%		
Wages - Northville Special Events	5,000	5,000	-	5,025	5,025	-	25	0.5%
Fuel & Oil - Vehicles	2,000	2,000	-	2,050	2,050	-	50	2.5%
Mutual Aid/EMS Participation Fees	2,660	2,660	-	2,660	2,660	-	-	0.0%
Vehicle Insurance	6,450	6,450	-	12,690	12,690	-	6,240	96.7%
Hydrant Rental	10,145	10,145	-	10,145	10,145	-	-	0.0%
Fringe Benefits	620	620	-	625	625	-	5	0.8%
Unfunded Pension Contribution	7,840	7,840	-	8,695	8,695	-	855	10.9%
Retiree Healthcare Costs	9,705	9,705	-	10,280	10,280	-	575	5.9%
Plymouth Only - Admin & Operations								
		Northville 0%	Plymouth 100%		Northville 0%	Plymouth 100%		
Wages - Plymouth Special Events	23,690	-	23,690	23,940	-	23,940	250	1.1%
Mutual Aid/EMS Participation Fees	3,005	-	3,005	3,005	-	3,005	-	0.0%
Fringe Benefits	2,955	-	2,955	2,970	-	2,970	15	0.5%
Unfunded Pension Contribution	1,175	-	1,175	1,300	-	1,300	125	10.6%
Retiree Healthcare Costs	1,450	-	1,450	1,540	-	1,540	90	6.2%
Total Operations	833,620	362,332	471,290	851,230	366,358	484,874		
5% Overhead	41,681	-	41,681	42,562	-	42,562	881	2.1%
Equipment Reserve	107,919	45,326	62,593	109,219	44,780	64,439	1,300	1.2%
Debt Service Payments	6,242	2,621	3,621	51,963	21,305	30,658	45,721	732.5%
Total Contribution	983,220	407,658	575,564	1,003,011	411,138	591,875	19,791	2.0%
				2.0%	0.9%	2.8%		

City of Northville
Fire Equipment Replacement Fund - 20 Year Plan

	Turnout Gear	Pagers	Helmets & Boots	SCBA System	Pumper 1751 (Station 1)	Station 1 Improvements	Aerial Truck	QRV 1731 (Station 1)	Pumper 1701 (Station 1)	Rescue Vehicle 1703 (Station #1)	Radios	Toughbooks Station #1	Thermal Imaging Camera Station #1	Thermal Imaging Camera Station #2	Thermal Imaging Camera Station #2	Contingency/Other	Total	
Year Acquired	2011 & 2013	2011 & 2014	2011 & 2013	2011 & 2014	2002	One time	1980	2014	1988	2001	2009 & 2011	2013	2016	2016	2016			
Average Life	6	6	6	14	25		25	25	25	20	10	7	10	10	10			
1st Replacement Cost	\$ 120,000	\$ 30,000	\$ 39,000	\$ 182,000	\$ 700,000	\$ 20,000	\$ 1,000,000	\$ 217,106	\$ 500,000	\$ 75,000	\$ 300,000	\$ 16,000	\$ 6,500	\$ 6,500	\$ 6,500			
2nd Replacement Cost	\$ 145,000	\$ 36,000	\$ 46,000	\$ 236,600	\$ 2,256		\$ 1,250,000	\$ 350,000	\$ 600,000	\$ 100,000	\$ 350,000	\$ 16,000	\$ 6,500	\$ 6,500	\$ 6,500			
Year of Replacement - 1	2020	2020	2020 & 2028	2020	2027	2015	2016	2039	2019	2020	2020	2020	2016	2016	2016			
Year of Replacement - 2	2026	2026	2026 & 2042	2026	2052	2041	2041	2064	2044	2040	2030	2027	2026	2026	2026			
Year of Replacement - 3	2032	2032	2032	2038	2052								2032	2032	2032			
Year of Replacement - 4	2038	2038	2038	2038									2036	2036	2036			
FY15 Ending Balance	33,334	5,000	9,558	12,656	140,001	20,000	144,827	14,000	427,000	105,000	46,500	4,000	6,500	6,500	6,500	1,506	1,110,382	
FY 2016 (58/42)																		
Interest Income																		
Bond Proceeds																		
Shared Contribution Northville Contribution	17,333	5,000	5,889	24,945	54,277		462,596	37,018	75,710	(48,209)	50,700	2,400					700	
Plymouth Contribution					2,256			677	2,600									723
Plymouth Down Pmt					(91,512)		200,000	(51,018)	(70,213)	(1,791)								
Due to Plymouth FY's					(2,256)		(807,423)	(677)	(2,600)									
Due to Plymouth FY16 Purchase																		
Ending Balance	50,667	10,000	15,447	37,601	102,766	-	-	-	432,497	55,000	97,200	6,400	(6,500)	-	(6,500)	2,206	855,527	
FY 2017 (59/41)																		
Interest Income																		
Shared Contribution Northville Contribution	17,333	5,000	5,889	24,945	54,294			15,218	22,501	5,000	50,700	2,400	650	650	650		1,290	
Purchase	68,000	15,000	21,336	62,546	157,060			15,218	454,998	60,000	147,900	8,800	650	650	650		1,600	
Ending Balance	17,333	5,000	5,889	24,945	54,294	-	-	15,218	477,499	65,000	147,900	8,800	650	650	650	3,496	1,063,049	
FY 2018																		
Interest Income																		
Shared Contribution Northville Contribution	17,333	5,000	5,889	24,945	54,294			15,218	22,501	5,000	50,700	2,400	650	650	650		1,600	
Purchase	85,333	20,000	27,225	87,491	211,354			30,436	477,499	70,000	198,600	11,200	1,300	1,300	1,300		1,600	
Ending Balance	17,333	5,000	5,889	24,945	54,294	-	-	15,218	500,000	70,000	249,300	13,600	1,950	1,950	1,950	5,096	1,270,881	
FY 2019																		
Interest Income																		
Shared Contribution Northville Contribution	17,333	5,000	5,889	24,945	54,294			15,218	22,501	5,000	50,700	2,400	650	650	650		1,910	
Purchase	102,666	25,000	33,114	112,436	265,648			45,654	(500,000)	70,000	249,300	13,600	1,950	1,950	1,950		1,910	
Ending Balance	17,333	5,000	5,889	24,945	54,294	-	-	15,218	22,501	5,000	50,700	2,400	650	650	650	7,006	1,910	
FY 2020																		
Interest Income																		
Shared Contribution Northville Contribution	17,334	5,000	5,889	24,945	54,294			15,218	24,000	5,000	50,700	2,400	650	650	650		1,910	
Purchase	(120,000)	(30,000)	(39,000)	(59,000)	(319,942)			60,872	(500,000)	(75,000)	(300,000)	(16,000)	2,600	2,600	2,600		1,910	
Ending Balance	17,334	5,000	5,889	24,945	54,294	-	-	15,218	24,000	5,000	50,700	2,400	650	650	650	2,450	1,910	
FY 2021																		
Interest Income																		
Shared Contribution Northville Contribution	24,167	6,000	7,667	24,945	54,294			15,218	24,000	5,000	35,000	2,286	650	650	650		1,910	
Purchase																		
Ending Balance	24,167	6,000	7,667	24,945	54,294	-	-	15,218	24,000	5,000	35,000	2,286	650	650	650	1,530	201,529	
Interest Income																		
Contributions																		
Debt Service																		
Purchase																		
Ending Balance	24,167	6,000	7,670	162,326	374,236	-	-	76,090	48,000	5,000	35,000	2,286	3,250	3,250	3,250	10,986	812,264	

City of Northville
Fire Equipment Replacement Fund - 20 Year Plan

	Turnout Gear	Pagers	Helmets & Boats	SCBA System	Pumper 1751 (Station 1)	Station 1 Improvements	Aerial Truck	QRV 1731 (Station 1)	Pumper 1701 (Station 1)	Rescue Vehicle 1703 (Station #1)	Radios	Toughbooks Station #1	Thermal Imaging Camera Station #1	Thermal Imaging Camera Station #1	Thermal Imaging Camera Station #2	Thermal Imaging Camera Station #2	Contingency/ Other	Total	
Year Acquired	2011 & 2013	2011 & 2014	2011 & 2013	2011 & 2014	2002	One time	1980	2014	1988	2001	2009 & 2011	2013	2016	2016	2016	2016			
Average Life	6	6	6	14	25		25	25	25	20	10	7	10	10	10	10			
1st Replacement Cost	\$ 120,000	\$ 30,000	\$ 39,000	\$ 182,000	\$ 700,000	\$ 20,000	\$ 1,000,000	\$ 217,106	\$ 500,000	\$ 75,000	\$ 300,000	\$ 16,000	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500			
2nd Replacement Cost	\$ 145,000	\$ 36,000	\$ 46,000	\$ 236,600			\$ 1,250,000	\$ 350,000	\$ 600,000	\$ 100,000	\$ 350,000	\$ 16,000	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500			
Year of Replacement - 1	2020	2020	2020	2020 & 2028	2027	2015	2016	2039	2019	2020	2020	2020	2016	2022	2016	2024			
Year of Replacement - 2	2026	2026	2026	2026 & 2042	2052	2015	2041	2064	2044	2040	2030	2027	2026	2032	2026	2034			
Year of Replacement - 3	2032	2032	2032	2032									2036	2042	2036	2044			
Year of Replacement - 4	2038	2038	2038	2038															
FY 2022																			
Interest Income	24,167	6,000	7,667	24,945	54,294			15,218	24,000	5,000	35,000	2,286	650	929	650	723	4,070	201,529	
Contributions																			
Debt Service																			
Purchase	48,334	12,000	15,337	187,271	428,530			91,308	72,000	10,000	70,000	4,572	3,900	3	3,900	5,061	15,056	1,011,363	
Ending Balance																			
FY 2023																			
Interest Income	24,167	6,000	7,667	24,945	54,294			15,218	24,000	5,000	35,000	2,286	650	650	650	723	5,060	201,250	
Contributions																			
Debt Service																			
Purchase	72,501	18,000	23,004	212,216	482,824			106,526	96,000	15,000	105,000	6,858	4,550	653	4,550	5,784	20,116	1,217,673	
Ending Balance																			
FY 2024																			
Interest Income	24,167	6,000	7,667	24,945	54,294			15,218	24,000	5,000	35,000	2,286	650	650	650	723	9,140	201,250	
Contributions																			
Debt Service																			
Purchase	96,668	24,000	30,671	237,161	537,118			121,744	120,000	20,000	140,000	9,144	5,200	1,303	5,200	7	29,256	1,421,563	
Ending Balance																			
FY 2025																			
Interest Income	24,167	6,000	7,667	24,945	54,294			15,218	24,000	5,000	35,000	2,286	650	650	650	650	10,670	10,670	
Contributions																			
Debt Service																			
Purchase	120,835	30,000	38,338	80,106	591,412			136,962	144,000	25,000	175,000	11,430	5,850	1,953	5,850	657	39,926	(182,000)	
Ending Balance																			
FY 2026																			
Interest Income	24,167	6,000	7,667	33,800	54,294			15,218	24,000	5,000	35,000	2,286	650	650	650	650	10,890	10,890	
Contributions																			
Debt Service																			
Purchase	(145,000)	(56,000)	(46,000)	(113,906)	645,706			152,180	168,000	30,000	210,000	13,716	(6,500)	2,603	(6,500)	1,307	50,816	(240,000)	
Ending Balance																			
FY 2027																			
Interest Income	24,167	6,000	7,667	33,800	54,294			15,218	24,000	5,000	35,000	2,286	650	650	650	650	10,750	10,750	
Contributions																			
Debt Service																			
Purchase	24,169	6,000	7,672	147,706	(700,000)			167,398	192,000	35,000	245,000	(16,000)	2	3,253	650	1,957	61,566	(716,000)	
Ending Balance																			
FY 2028																			
Interest Income	24,167	6,000	7,667	494	28,000			15,218	24,000	5,000	35,000	2,286	650	650	650	650	6,536	7,030	
Contributions																			
Debt Service																			
Purchase	48,336	12,000	15,339	(182,000)	28,000			182,616	216,000	40,000	280,000	2,288	1,300	3,903	1,300	2,607	68,102	(182,000)	
Ending Balance																			

City of Northville
Fire Equipment Replacement Fund - 20 Year Plan

Year Acquired	Turnout Gear	Pagers	Helmets & Boots	SCBA System	Pumper 1751 (Station 1)	Station 1 Improvements	Aerial Truck	QRV 1731 (Station 1)	Pumper 1701 (Station 1)	Rescue Vehicle 1703 (Station #1)	Radios	Toughbooks Station #1	Thermal Imaging Camera Station #1	Thermal Imaging Camera Station #2	Thermal Imaging Camera Station #2	Contingency/ Other	Total
2011 & 2013	2011 & 2014	2011 & 2013	2011 & 2013	2011 & 2014	2002	One time	1980	2014	1988	2001	2009 & 2011	2013	2016	2016	2016		
6	6	6	6	14	25		25	25	25	20	10	7	10	10	10		
\$ 120,000	\$ 30,000	\$ 39,000	\$ 182,000	\$ 700,000	\$ 700,000	\$ 20,000	\$ 1,000,000	\$ 217,106	\$ 500,000	\$ 75,000	\$ 300,000	\$ 16,000	\$ 6,500	\$ 6,500	\$ 6,500		
\$ 145,000	\$ 36,000	\$ 46,000	\$ 236,600	\$ 202,000	\$ 202,000	\$ 2015	\$ 1,250,000	\$ 350,000	\$ 600,000	\$ 100,000	\$ 350,000	\$ 16,000	\$ 6,500	\$ 6,500	\$ 6,500		
2020	2020	2020	2020	2027	2027	2015	2016	2039	2019	2020	2020	2020	2016	2016	2016		
Year of Replacement - 1	Year of Replacement - 1	Year of Replacement - 1	Year of Replacement - 1	Year of Replacement - 1	Year of Replacement - 1												
2026	2026	2026	2026	2052	2052	2015	2041	2064	2044	2040	2030	2027	2026	2026	2026		
Year of Replacement - 2	Year of Replacement - 2	Year of Replacement - 2	Year of Replacement - 2	Year of Replacement - 2	Year of Replacement - 2												
2032	2032	2032	2032	2052	2052	2015	2041	2064	2044	2040	2030	2027	2026	2026	2026		
Year of Replacement - 3	Year of Replacement - 3	Year of Replacement - 3	Year of Replacement - 3	Year of Replacement - 3	Year of Replacement - 3												
2038	2038	2038	2038	2052	2052	2015	2041	2064	2044	2040	2030	2027	2026	2026	2026		
Year of Replacement - 4	Year of Replacement - 4	Year of Replacement - 4	Year of Replacement - 4	Year of Replacement - 4	Year of Replacement - 4												
FY 2029																	
Interest Income																	
Contributions																	
Debt Service																	
Purchase	24,167	6,000	7,667	33,800	28,000			15,218	24,000	5,000	35,000	2,286	650	650	650	7,100	7,100
Ending Balance	72,503	18,000	23,006	33,800	56,000			197,834	240,000	45,000	315,000	4,574	1,950	1,950	3,257	75,202	1,136,720
FY 2030																	
Interest Income																	
Contributions																	
Debt Service																	
Purchase	24,167	6,000	7,667	33,800	28,000			15,218	24,000	5,000	35,000	2,286	650	650	650	8,530	8,530
Ending Balance	96,670	24,000	30,673	67,600	84,000			213,052	264,000	50,000	(350,000)	6,860	2,600	2,600	3,907	83,732	978,988
FY 2031																	
Interest Income																	
Contributions																	
Debt Service																	
Purchase	24,167	6,000	7,667	33,800	28,000			15,218	24,000	5,000	35,000	2,286	650	650	650	7,350	7,350
Ending Balance	120,837	30,000	38,340	101,400	112,000			228,270	288,000	55,000	35,000	9,146	3,250	3,250	4,557	91,082	1,170,076
FY 2032																	
Interest Income																	
Contributions																	
Debt Service																	
Purchase	24,167	6,000	7,667	33,800	28,000			15,218	24,000	5,000	35,000	2,286	650	650	650	8,780	8,780
Ending Balance	(145,000)	(36,000)	(46,000)	(135,200)	(140,000)			(243,488)	(312,000)	(60,000)	70,000	(11,432)	(6,500)	(6,500)	(233,500)	(99,862)	(1,129,094)
FY 2033																	
Interest Income																	
Contributions																	
Debt Service																	
Purchase	24,167	6,000	7,667	33,800	28,000			15,218	24,000	5,000	35,000	2,286	650	650	650	11,300	11,300
Ending Balance	24,171	6,000	7,674	169,000	168,000			258,706	336,000	65,000	105,000	13,718	4,550	4,550	5,857	111,162	1,324,132
FY 2034																	
Interest Income																	
Contributions																	
Debt Service																	
Purchase	24,167	6,000	7,667	33,800	28,000			15,218	24,000	5,000	35,000	2,286	650	650	650	13,250	13,250
Ending Balance	48,338	12,000	15,341	202,800	196,000			273,924	360,000	70,000	140,000	(16,000)	5,200	5,200	(6,500)	124,412	1,498,620
FY 2035																	
Interest Income																	
Contributions																	
Debt Service																	
Purchase	24,167	6,000	7,667	33,800	28,000			15,218	24,000	5,000	35,000	2,286	650	650	650	14,990	14,990
Ending Balance	72,505	18,000	23,008	236,600	224,000			289,142	384,000	75,000	175,000	2,290	5,850	5,850	657	139,402	1,697,348

RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by
Comm. _____

WHEREAS The City of Plymouth and the City of Northville share Fire Services through an
Interlocal Agreement that was adopted by the two municipalities, and

WHEREAS Under the terms of the Interlocal Agreement the City of Plymouth can provide
Input and recommendations to the Northville City Council prior their adoption
Of the Budget for the Fire Department, and

WHEREAS The Interlocal Agreement provides for the establishment of the Northville Plymouth
Fire Advisory Board and this group has reviewed the proposed budget and has
Recommended its approval.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby
recommend to the Northville City Council that they adopt the Fire Department Budget as presented
and attached to this Resolution.

BE IT FURTHER RESOLVED THAT the City Clerk shall forward a copy of this Resolution and Proposed
Budget to the City of Northville.

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Mayor & City Commission
From: Paul J. Sincock – City Manager
CC: S:\MANAGER\Sincock Files\Memorandum - Adoption of Traffic Control Order 15 - 2 03-04-16.doc
Date: 3/4/2016
Re: Approval of Traffic Control Order 15 - 2

BACKGROUND:

The City Commission will recall that they reviewed several changes in the public parking plans over the past several months. In order to make the signs legal, it is necessary for a Traffic Control Order to be written and then the proper signage to be installed. According to the Michigan Uniform Traffic Code all Traffic Control Orders are temporary until approved by the City Commission.

This Traffic Control Order is for changes to the Downtown area parking and these changes were previously reviewed by the Downtown Development Authority, City Commission and others, as well as City Staff. This Temporary Traffic Control Order was put into effect on December 18, 2015 and is set to expire on March 17, 2016.

The Municipal Services Department has received positive feedback on the parking restrictions and there have been no issues from the Police Department related to the Temporary Traffic Control Order.

In order to move this from a Temporary Traffic Control Order to a permanent Order, the City Commission will have to adopt the Order and file it with the City Clerk. We have attached a memorandum from Street Administrator Chris Porman which further outlines this process.

RECOMMENDATION:

The City Administration recommends that the City Commission adopt Traffic Control Order 15 – 2 to be effective immediately. This Order has previously been reviewed by the Downtown Development Authority and a temporary order has been in effect since December 18, 2015.

We have attached a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions in advance of the meeting please feel free to contact either Chris Porman or myself.



Department of Municipal Services

1231 Goldsmith Plymouth, MI 48170 734-453-7737 phone 734-455-1666 fax

Date: Wednesday, March 2, 2016
To: Paul Sincock, City Manager
From: Chris S. Porman, Director of Municipal Services
Re: Approval of Traffic Control Order No. 15-2

Background

On December 18, 2015, Traffic Control Order (TCO) No. 15-2 was issued for the changes to Downtown Parking as studied by the parking review committee and recommended by the Downtown Development Authority and City Commission. The parking regulations affected by TCO 15-2 are in the following locations:

- Church, between Adams & Union & Dead End
- Fralick, between Main & Harvey
- Penniman Parking Lot
- Penniman, between Harvey & Union
- The Gathering Parking Lot
- Main, between Ann Arbor Tr & Penniman
- Forest, between Ann Arbor Tr & Wing
- Wing/Harvey Parking Lot
- Wing, between Harvey & Deer
- Deer, between Wing & Ann Arbor Tr
- Ann Arbor Tr, between Union/Deer & Elizabeth

According to the Uniform Traffic Code, all Traffic Control Orders are temporary until approved by the City Commission and filed with the Clerk. The temporary Traffic Control Order for these signs is set to expire on March 17, 2016.

Recommendation

Based upon the effectiveness of the signage and the feedback from the residents, business owners, DDA staff, and Police Department, I am recommending that the Traffic Control Order be approved as a permanent order, effective upon approval of the City Commission. I have enclosed a copy of the original order for reference. In addition, I have included a copy of City Ordinance Article II, Section 70-26.a for reference, as well as the reference to the Uniform Traffic Code.

Should you have any questions, please feel free to contact me in advance of the meeting.



Traffic Control Order

Traffic Control Order No. 15-2

TO: Linda J. Langmesser CMC
City Clerk

FROM: Chris S. Porman
Street Administrator

RE: Traffic Control Order

DATE: December 18, 2015

Pursuant to the authority provided by Section 28.11.53 of the Uniform Traffic Code of the City of Plymouth, the following traffic regulatory signs are directed to be installed.

Per DMS WO# 10810 (Church St Dead End):

On the dead end of Church at the end of the street, remove the handicap parking sign and pole. No restrictions or permissions to be installed at this time.

On the dead end of Church on the North side of the street near 670 Church, remove the 2Hr 8AM-6PM parking sign and pole. No restrictions or permissions to be installed at this time.

On the dead end of Church St, westbound, on the North side of the street, install No parking Here to corner sign (and pole) at 60 feet East of Adams St.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10811 (Church St, Main to Adams):

On Westbound Church between Main and Adams on the North side of the street, install a No parking this side of sign (and pole) at 60 feet West of Main St.

On Westbound Church between Main and Adams on the North side of the street, install a No parking Here to Corner sign (and pole) at the Southern end of the Stone wall in Veteran's Park.

On Westbound Church between Main and Adams at the Triangular traffic island, on the Southeast side of the island, please install No parking sign (and pole), on the West side of the island, please install a No Parking sign (and pole).

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10813 (Church St, Main to Union):

On Church between Main and Union, on the North side of the street, at the two (2) Handicap parking spaces, add a Van Accessible plaque to the one (1) Handicap space closest to Main St.

On Church between Main and Union, on the South side of the street, at the two (2) Handicap parking spaces, remove the two (2) Handicap parking signs (and poles) reinstall poles and signs according to MUTCD. Install a Van Accessible plaque for the one (1) Handicap space furthest from Main St.

On Church between Main and Union, on the South side of the street, at the four (4) 15Min parking remove the parking signs (and poles) reinstall poles and signs according to MUTCD. No changes to the existing parking restriction (15Min City Hall visitor parking).

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10814 (Fralick St):

On Fralick install one (1) Handicap parking sign and pole on the North side of the street at the first parking space West of the first parking lot entrance (6th parking space from Main St).

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10815 (Penniman Parking Lot):

In the Penniman Parking Lot, remove the one (1) 8Hr parking sign at the North end of the lot near Fralick on the DTE Street light pole.

In the Penniman Parking Lot at the space closest to Penniman on the East side of the lot, remove the existing Handicap Parking sign.

In the Penniman Parking Lot at the two (2) spaces closest to Penniman on the East side of the lot, install two (2) Handicap Parking signs. At the spot further from Penniman, install one (1) Van Accessible plaque.

In the Penniman Parking Lot at the space closest to Penniman on the West side of the lot, remove the existing Handicap Parking sign.

In the Penniman Parking Lot at the two (2) spaces closest to Penniman on the West side of the lot, install two (2) Handicap Parking signs. At the spot closest to Penniman, install one (1) Van Accessible plaque.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10816 (Penniman, Harvey to Main):

On Penniman between Harvey and Main, remove the one (1) Handicap parking sign on the DDA light pole in front of 860 Penniman.

Install a 2Hr Parking sign on the DDA light pole in front of 860 Penniman.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10817 (Penniman, Main to Union):

On Penniman between Main and Union, on the North side of the street at the first space East of Main, install one (1) Handicap parking sign and pole.

Remove the one (1) Handicap parking sign off of the DDA light pole on the North side of the street in front of the Gathering at 736 Penniman.

Install one (1) 2Hr Parking sign on the DDA Light pole on the North side of the street in front of the Gathering at 736 Penniman.

Parking restrictions other than those listed above exist and are unaffected by this TCO.
Per DMS WO# 10818 (The Gathering Parking Lot):

In the Gathering parking lot at 736 Penniman, at the SW corner (first two spaces on the West side from Penniman) please install two (2) Handicap parking signs and poles. Also install one (1) Van Accessible plaque on the space closest to Penniman.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10819 (Main St, Ann Arbor Tr to Penniman):

On Main between Ann Arbor Tr and Penniman on the Northbound side, at the DDA light pole at the mid block crosswalk, remove the one (1) Handicap parking sign.

Install one (1) 2Hr Parking sign on the DDA light pole at the mid block crosswalk.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10823 (Forest, Ann Arbor Tr to Wing):

On Forest between Ann Arbor Tr and Wing, on the West side of the street, at the first space North of the driveway for 550 Forest, install one (1) Handicap parking sign and pole.

On Forest, on the East side of the street, at the first space North of the driveway for 595 Forest, install one (1) Handicap parking sign and pole.

On Forest, on the East side of the street at the first space North of Wing, remove the one (1) Handicap sign and pole.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10824 (Wing/Harvey Parking Lot):

In the Wing/Harvey parking lot at the East end of the lot, closest to Forest, in the row directly adjacent to 580 Forest, install two (2) Handicap parking signs and poles at the first two (2) spaces West of Forest. At the space further from Forest also install one (1) Van accessible plaque.

In the Wing/Harvey parking lot, at the middle of the lot, at the West end of the row directly adjacent to 580 Forest, install two (2) Handicap parking signs and poles at the first two (2) spaces just East of the driveway that runs along the West side of the 580 Forest building. At the space further from Forest also install one (1) Van accessible plaque.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10825 (Wing St, Harvey to Forest):

On Wing between Harvey and Forest, on the South side of the street, install one (1) No parking this side of sign sign and pole 50 feet East of Harvey (align with pavement markings).

On Wing between Harvey and Forest, on the South side of the street, install one (1) 2Hr parking sign and pole in front of 983 Wing (align with center of pavement markings).

On Wing between Harvey and Forest, on the South side of the street, install one (1) 2Hr parking sign and pole in front of 921&927 Wing (align with center of pavement markings).

On Wing between Harvey and Forest, on the South side of the street, install one (1) No parking here to corner sign and pole 40 feet West of Forest (align with pavement markings).

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10827 (Wing St, Forest to Main):

On Wing between Forest and Main, on the South side of the street, install one (1) 2Hr parking sign and pole in front of 885&875 Wing (align with pavement markings).

On Wing between Forest and Main, on the South side of the street, install one (1) 2Hr

parking sign on the DTE street light pole in front of 865 Wing.

On Wing between Forest and Main, on the South side of the street, install one (1) 2Hr parking sign and pole in front of 831 Wing (align with pavement markings).

On Wing between Forest and Main, on the South side of the street, install one (1) No parking here to corner sign and pole 80 feet West of Main (align with pavement markings).

On Wing between Forest and Main, on the North side of the street, install one (1) No parking this side of sign sign on the DTE street light pole 50 feet West of Main.

On Wing between Forest and Main, on the North side of the street, install one (1) 2Hr parking sign and pole along the side of 590 S Main (align with center of pavement markings).

On Wing between Forest and Main, on the North side of the street, install one (1) 2Hr parking sign and pole along the side of 595 Forest (align with center of pavement markings).

On Wing between Forest and Main, on the North side of the street, remove the No parking here to corner sign and pole 40 feet East of Forest.

On Wing between Forest and Main, on the North side of the street, reinstall the No parking here to corner sign and pole 60 feet East of Forest.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10829 (Wing St, Main to Deer):

On Wing between Main and Deer, on the South side of the street, remove the 2Hr 9AM-5PM parking sign and pole alongside 607 S Main.

On Wing between Main and Deer, on the South side of the street, remove the 2Hr 9AM-5PM parking sign in front of 763 Wing, pole to remain.

On Wing between Main and Deer, on the South side of the street, install one (1) No Parking this side of sign and install one (1) 2Hr parking sign in front of 763 Wing on the existing pole.

On Wing between Main and Deer, on the South side of the street, remove the 2Hr 9AM-5PM parking sign in front of 743 Wing, pole to remain.

On Wing between Main and Deer, on the South side of the street, install one (1) 2Hr parking sign in front of 743 Wing on the existing pole.

On Wing between Main and Deer, on the South side of the street, install one (1) No parking here to corner sign and pole 70 feet West of Deer.

On Wing between Main and Deer, on the North side of the street, along side of the building at 595 S Main, remove the No parking here to corner sign and pole.

On Wing between Main and Deer, on the North side of the street, remove the 2Hr 9AM-6PM parking sign on the DTE wood pole in front of 758 Wing.

On Wing between Main and Deer, on the North side of the street, install one (1) 2Hr parking sign and install one (1) No Parking Here to corner sign on the DTE wood pole in front of 758 Wing.

On Wing between Main and Deer, on the North side of the street, remove the 2Hr 9AM-6PM parking sign on the DTE wood pole in front of 744 Wing.

On Wing between Main and Deer, on the North side of the street, install one (1) 2Hr parking sign on the DTE wood pole in front of 758 Wing.

On Wing between Main and Deer, on the North side of the street, remove the 2Hr 9AM-6PM parking sign between the driveway for 744 Wing and Deer, existing pole to remain.

On Wing between Main and Deer, on the North side of the street, install one (1) 2Hr parking sign on the existing pole between the driveway for 744 Wing and Deer.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10830 (Deer St, Wing Ann Arbor Tr):

On Deer, on the East side of the street, between 593 Deer and 561 Deer, remove the 2Hr 9AM-5PM parking sign and pole. No restrictions or permissions to be installed at this time.

On Deer, on the East side of the street, in front of 543 Deer, remove the 2Hr 9AM-5PM parking sign and pole. No restrictions or permissions to be installed at this time.

On Deer, on the East side of the street, in front of 693 Maple, remove the No parking here to corner sign and pole. No restrictions or permissions to be installed at this time.

On Deer, on the East side of the street, alongside of 686 Maple, remove the 2Hr 9AM-5PM parking sign and pole. No restrictions or permissions to be installed at this time.

On Deer, on the East side of the street, between 686 Maple and the South driveway to the parking lot at 587 Ann Arbor Tr, remove the No parking 9AM-5PM sign and pole. No restrictions or permissions to be installed at this time.

On Deer, on the East side of the street, between the North and the South driveway to the parking lot at 587 Ann Arbor Tr, remove the No parking 9AM-5PM sign, and the Here to corner plaque, pole to remain.

On Deer, on the East side of the street, between the North and the South driveway to the parking lot at 587 Ann Arbor Tr, install one (1) No parking Here to corner sign at 75 feet south of Ann Arbor Tr. on the existing pole.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10831 (Ann Arbor Tr, Deer/Union to Elizabeth):

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street 40 feet East of Union/Deer, remove the No parking here to corner sign, existing pole to remain. Install No parking this side of sign sign on the existing pole 40 feet East of Union/Deer.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of the parking lot for 587 Ann Arbor Tr, remove the 2Hr parking sign, existing pole to remain.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of the parking lot for 587 Ann Arbor Tr, install one (1) 8Hr parking sign on the existing pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 587 Ann Arbor Tr, remove the 2Hr parking sign, existing pole to remain.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 587 Ann Arbor Tr, install one (1) 8Hr parking sign on the existing pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 585 Ann Arbor Tr, remove the 2Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 585 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 565 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 545 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 509 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of the parking lot for 344 Elizabeth, remove the 2Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of the parking lot for 344 Elizabeth, install one (1) 8Hr parking sign on the DTE decorative light

pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of the parking lot for 584 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of 584 Ann Arbor Tr, remove the 2Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of 584 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of 600 Ann Arbor Tr, remove the 2Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of 600 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street along side of the part of Kellogg Park East of Union, install one (1) 8Hr parking sign on the DTE decorative light pole, relocate the DDA wayfinding sign higher on the pole, install both signs to MUTCD.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10832 (Parking Enforcement Signs, locations described below):

Remove all the signs that read: "On-Street Parking, 2 Hour Limit, Unless Otherwise Posted, Enforced 9AM-8PM Monday-Saturday" and poles at the following locations:

- 1 - SE corner of Main & Penniman in DDA planter box along Penniman
- 2 - NE corner of Main & Wing on DDA Light pole
- 3 - SW corner of Ann Arbor Tr & Forest in DDA planter box along Forest

This emplacement is ordered temporary subject to review in seventy (70) days with reports and recommendations to the City Manager prior to the expiration of the 90 day test period.

cc: Paul J. Sincock, City Manager
Al Cox, Director of Public Safety

WILLIAM

CHURCH

WO# 10810

N. MAIN

N. UNION

S. HARVEY

WO# 10811

WO# 10813

PENNIMAN

FRATICK

WO# 10814

S. MAIN

HAMILTON

CHURCH

S. HARVEY

WO# 10815

S. UNION

WO# 10815

WO# 10832

WO# 10817

WO# 10813

WO# 10819

ROE

WO# 10832

FOREST

W. ANN ARBOR TRAIL

WO# 10831

ELIZABETH

HAMILTON

E.

S. HARVEY

WO# 10823

S. MAIN

WO# 10830

DEER

KELLOGG

ROE

MAPLE

WO# 10824

WO# 10832

HARDING

WO# 10825

WO# 10827

WO# 10829

WING

Traffic Control Order 15-2

Downtown Parking

○ Install sign (and pole)

✕ Remove sign (and pole)



NG

ARTICLE II. - UNIFORM TRAFFIC CODE AND MICHIGAN VEHICLE CODE

Sec. 70-26. - Codes adopted.

- (a) *Uniform Traffic Code for Cities, Townships and Villages.* The Uniform Traffic Code for Cities, Townships and Villages promulgated by the Director of State Police and published in the 1979 edition of the Michigan Administrative Code and amendments as published in the Quarterly Supplement No. 5 in the 1979 edition of the Michigan Administrative Code, in accordance with Act No. 62 of the Public Acts of Michigan of 1956 (MCL 257.951 et seq., MSA 9.2651 et seq.), is hereby adopted by reference as in this chapter modified.
- (b) *Michigan Vehicle Code.* The Michigan Vehicle Code, 1949 PAA 300, MCL 257.1 to 257.923 and as subsequently amended, is adopted by reference.
- (1) *References to code.* References in the Michigan Vehicle Code to "local authorities" shall mean the City of Plymouth.
- (2) *Penalties.* The penalties provided by the Michigan Vehicle Code are adopted by reference, provided, however, that the city may not enforce any provision of the Michigan Vehicle Code For which the maximum period of imprisonment is greater than 93 days, with the exception of subsection 2(a) below as Permitted by Public Act 7 of 2012.
- a. A violation of Section 625(1)(c) of the Michigan Motor Vehicle Code (being MCL 257.625) shall be a misdemeanor, and shall be punishable by one or more of the following:
1. Community Service for not more than 360 hours.
 2. Imprisonment of not more than 180 days.
 3. A fine of not less than \$200.00 or more than \$700.00.

(Code 1982, § 10.1; Ord. No. 2002-6, §§ 1, 2, 4, 11-18-02; Ord. No. 2012-05, § 1, 12-17-12)

Sec. 70-27. - References in code.

References in the Uniform Traffic Code for Michigan Cities, Townships and Villages to governmental unit shall mean the City of Plymouth.

(Code 1982, § 10.2)

Sec. 70-28. - Copies to be available.

The city clerk shall publish a supplementary notice setting forth the purpose of the Uniform Traffic Code and of the fact that complete copies of the Code are available at the office of the clerk for inspection by and distribution to the public at all times and shall maintain copies in accordance with such supplementary notice.

(Code 1982, § 10.3)

Sec. 70-29. - Changes in code.

The following sections and subsections of the Uniform Traffic Code for Cities, Townships and Villages are hereby amended or deleted as set forth and additional sections and subsections are added as indicated. Subsequent section numbers used in this chapter shall refer to the like numbered sections of the Uniform Traffic Code.

Sec. 1.007b. Conviction.

vehicles are required to yield the right of way to vehicles proceeding in the same direction on the same roadway.

Signs adjacent to schools. Any person authorized to erect signs on either or both sides of any roadway is prohibited if such signs interfere with traffic or obstruct the view of any vehicle.

Signs prohibited on narrow roadways. Any person authorized to erect signs on any street is prohibited if more than 20 feet or that part of the roadway is not more than 20 feet wide.

Signs or parking on I-way. Any person authorized to erect signs on the left-hand side of any roadway is prohibited if such signs obstruct the view of any vehicle.

Signs on I-way. Any person authorized to erect signs on the left-hand side of any roadway is prohibited if such signs obstruct the view of any vehicle.

Signs on I-way. Any person authorized to erect signs on the left-hand side of any roadway is prohibited if such signs obstruct the view of any vehicle.

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controls of the movement of vehicles and pedestrians and the parking of vehicles as needed for the safety and convenience of the public and users of the property. The traffic engineer shall place and maintain whatever traffic-control devices are necessary to give notice of the controls determined to be necessary.

(2) A person who violates the directions of the traffic-control devices is responsible for a civil infraction.

R 28.1137. Sec. 2.37 Curb loading zones. The traffic engineer is hereby authorized to determine the location of passenger and freight curb loading zones and shall place and maintain appropriate signs which indicate the zones and which state the hours during which the zones are restricted for loading purposes.

R 28.1138. Sec. 2.38 Permits for curb loading zones. The traffic engineer shall not designate or sign any curb loading zone upon special request of any person unless such person makes application for a permit for such zone and for 2 weeks prior to the expiration of the permit. When approved by the traffic engineer, the clerk, upon granting a permit and issuing such signs, shall collect from the applicant and deposit with the treasurer a service fee for 1 year or a fraction thereof in an amount specified by resolution of the ordinance making body. The governmental unit may, by regulation, impose conditions upon the use of the signs and provide for reimbursement for the value of the signs if they are lost, damaged and for return of the signs if they are misused or upon expiration of the permit. Every such permit shall expire at the end of 1 year.

R 28.1139. Sec. 2.39 Public carrier stands. The traffic engineer is hereby authorized to establish bus stops, bus stands, taxicab stands, and stands for other passenger common-carrier motor vehicles on such public streets, in such places, and in such number as he or she shall determine to be of the greatest benefit and convenience to the public. Every such bus stop, bus stand, taxicab stand, or other stand shall be designated by appropriate signs, which the traffic engineer shall cause to be erected.

R 28.1140. Sec. 2.40 Permit for loading or unloading at an angle to the curb. The traffic engineer may authorize the clerk to issue special permits to permit the backing of a vehicle to the curb for the purpose of loading or unloading merchandise or materials subject to the terms and conditions of such permit. A permit may be issued either to the owner or lessee of real property or to the owner of the vehicle. A permit shall grant to such person the privileges which are stated in the permit and which are authorized in this code.

R 28.1141. Sec. 2.41 Parking meter zones. The traffic engineer is hereby authorized, subject to the approval of the ordinance making body, to determine and designate metered parking zones and to install and maintain as many parking meters as necessary in the metered parking zones, if it is determined that the installation of parking meters is necessary to aid in the regulation, control, and inspection of the parking of vehicles.

except that such zones shall not be established on state trunk-line highways.

R 28.1143. Sec. 2.43 Duty to erect parking signs. It is the duty of the traffic engineer to erect and maintain appropriate signs which give notice of regulations that relate to the stopping, standing, or parking of vehicles.

R 28.1144. Sec. 2.44 Speed restrictions. The traffic engineer is hereby authorized to establish, increase, or decrease speed regulations provided for in this code and to erect signs which give notice thereof, as follows:

- (a) Establish prima facie lawful speed limits on streets outside of business or residential districts, which shall not be less than 15 miles per hour.
- (b) Increase the prima facie speed limits on through streets within business or residential districts.
- (c) Establish the prima facie speed limit in public parks, alleys, and cemeteries.

R 28.1145. Sec. 2.45 Authority to place turning markers. The traffic engineer is authorized to place markers, buttons, or signs within or adjacent to intersections which indicate the course to be traveled by vehicles turning at such intersections. The course to be traveled, as indicated, may conform to, or be other than, that prescribed by law or ordinance.

R 28.1146. Sec. 2.46 Turn signs. The traffic engineer may determine the locations at which drivers of vehicles shall not make a right, left, or U-turn and shall place proper signs at such locations. Right, left, and U-turns may be prohibited between certain hours of the day and permitted at other times. At such locations, the different times shall be plainly shown on the signs or the signs may be removed when turns are permitted.

R 28.1147. Sec. 2.47 Authority to sign 1-way streets and alleys. Where any 1-way street or alley is duly established, the traffic engineer shall place and maintain signs which give notice of the 1-way street or alley and such regulation shall not be effective unless such signs are in place. Signs that indicate the direction of lawful traffic movement shall be placed at every intersection where movement of traffic in the opposite direction is prohibited.

R 28.1148. Sec. 2.48 Authority to restrict direction of movement on streets during certain periods. The traffic engineer is hereby authorized to determine and designate streets, parts of streets, or specific lanes of streets on which vehicular traffic shall proceed in 1 direction during 1 period of the day and the opposite direction during another period of the day and shall place and maintain appropriate markings, signs, barriers, or other devices to give notice thereof. The traffic engineer may erect signs that temporarily designate lanes to be used by traffic moving in a particular direction, regardless of the center line of the roadway.

and shall place and maintain official signs or markings on the roadway to indicate such zones.

R 28.1150. Sec. 2.50 Truck routes; road limits. The traffic engineer is hereby authorized to prohibit the use of designated streets by trucks or other commercial vehicles and to impose limitations as to the weight of vehicles on designated streets; however, prohibitions and limitations shall not become effective until notice thereof is given by means of official signs.

R 28.1151. Sec. 2.51 Prohibiting certain traffic. The traffic engineer may, after an engineering and traffic investigation, designate any heavily traveled street under his or her jurisdiction as prohibited to a class or kind of traffic found to be incompatible with the normal and safe movement of traffic. The traffic engineer shall erect appropriate traffic-control devices which give notice of the determination.

R 28.1152. Sec. 2.52 Operating bicycle on sidewalk; violation as civil infraction. (1) A person who operates a bicycle on a sidewalk that is constructed for the use of pedestrians shall yield the right-of-way to a pedestrian and give an audible signal before overtaking and passing the pedestrian. (2) A person who violates this section is responsible for a civil infraction.

R 28.1153. Sec. 2.53 Traffic-control orders. (1) The authority in this code to regulate traffic shall be exercised by the traffic engineer by the issuance of traffic-control orders which shall specify the rules and regulations adopted or established by him or her. Such traffic-control orders shall become effective upon being filed with the clerk and upon erection of adequate signs or signals which give notice of the existence of such regulation, if signs or signals are required by the provisions of this code which pertain to such regulation. (2) Traffic-control orders may be issued by the traffic engineer on his or her own authority; but when so issued shall be known as temporary traffic-control orders and shall not be effective after the expiration of 90 days from the date of filing and such temporary traffic-control orders shall not be renewed or extended, except upon approval by the ordinance making body. (3) Permanent traffic-control orders shall be issued by the traffic engineer, approved by the ordinance making body, and filed with the clerk. (4) Temporary orders shall become permanent orders upon being approved by the ordinance making body, and notice of such approval shall be filed with the clerk. (5) All traffic-control orders, and any actions which modify or repeal such orders, shall be kept by the clerk in a separate book which shall be known as the traffic-control order book. (6) A copy of a traffic-control order, certified by the clerk to be a true copy compared by him or her with the original in his or her office, shall be permitted into evidence in all courts and proceedings in the same manner as the original would be permitted into evidence if produced. If it appears that a traffic-control sign, signal, or device that conforms to the provisions of this code was erected or in place when the

Code (UTC) found herein was last revised in 1981. The Michigan Vehicle Code (MVC), 1949 Edition, is hereby amended, in its entirety in the "Motor Vehicles" section of this handbook, by 1999 PA 257 through PA 260, as amended, to adopt by reference provisions of the MVC.

Editor's Note: The Uniform Traffic Code (UTC) found herein was last revised in 1981. The Michigan Vehicle Code (MVC), 1949 Edition, is hereby amended, in its entirety in the "Motor Vehicles" section of this handbook, by 1999 PA 257 through PA 260, as amended, to adopt by reference provisions of the MVC.

RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City of Plymouth operates many public streets and parking areas and as Such the Michigan Uniform Traffic Code requires that the City Commission Adopt Traffic Control Orders in order to maintain the safe and orderly flow of Traffic and parking in the City, and

WHEREAS The City Street Administrator did issue Temporary Traffic Control Order 15 – 2 On December 18, 2015 related to parking in the Downtown Development Authority (DDA) area of the City, and

WHEREAS Prior to the issuance of 15 – 2 the order was reviewed by the Downtown Development Authority (DDA) and received positive comments.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt City Traffic Control Order 15 – 2 as indicated here:

Pursuant to the authority provided by Section 28.11.53 of the Uniform Traffic Code of the City of Plymouth, the following traffic regulatory signs are directed to be installed.

Per DMS WO# 10810 (Church St Dead End):

On the dead end of Church at the end of the street, remove the handicap parking sign and pole. No restrictions or permissions to be installed at this time.

On the dead end of Church on the North side of the street near 670 Church, remove the 2Hr 8AM-6PM parking sign and pole. No restrictions or permissions to be installed at this time.

On the dead end of Church St, westbound, on the North side of the street, install No parking Here to corner sign (and pole) at 60 feet East of Adams St.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10811 (Church St, Main to Adams):

On Westbound Church between Main and Adams on the North side of the street, install a No parking this side of sign (and pole) at 60 feet West of Main St.

On Westbound Church between Main and Adams on the North side of the street, install a No parking Here to Corner sign (and pole) at the Southern end of the Stone wall in Veteran's Park.

On Westbound Church between Main and Adams at the Triangular traffic island, on the Southeast side of the island, please install No parking sign (and pole), on the West side of the island, please install a No Parking sign (and pole).

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10813 (Church St, Main to Union):

On Church between Main and Union, on the North side of the street, at the two (2) Handicap parking spaces, add a Van Accessible plaque to the one (1) Handicap space closest to Main St.

On Church between Main and Union, on the South side of the street, at the two (2) Handicap parking spaces, remove the two (2) Handicap parking signs (and poles) reinstall poles and signs according to MUTCD. Install a Van Accessible plaque for the one (1) Handicap space furthest from Main St.

On Church between Main and Union, on the South side of the street, at the four (4) 15Min parking remove the parking signs (and poles) reinstall poles and signs according to MUTCD. No changes to the existing parking restriction (15Min City Hall visitor parking).

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10814 (Fralick St):

On Fralick install one (1) Handicap parking sign and pole on the North side of the street at the first parking space West of the first parking lot entrance (6th parking space from Main St).

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10815 (Penniman Parking Lot):

In the Penniman Parking Lot, remove the one (1) 8Hr parking sign at the North end of the lot near Fralick on the DTE Street light pole.

In the Penniman Parking Lot at the space closest to Penniman on the East side of the lot, remove the existing Handicap Parking sign.

In the Penniman Parking Lot at the two (2) spaces closest to Penniman on the East side of the lot, install two (2) Handicap Parking signs. At the spot further from Penniman, install one (1) Van Accessible plaque.

In the Penniman Parking Lot at the space closest to Penniman on the West side of the lot, remove the existing Handicap Parking sign.

In the Penniman Parking Lot at the two (2) spaces closest to Penniman on the West side of the lot, install two (2) Handicap Parking signs. At the spot closest to Penniman, install one (1) Van Accessible plaque.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10816 (Penniman, Harvey to Main):

On Penniman between Harvey and Main, remove the one (1) Handicap parking sign on the DDA light pole in front of 860 Penniman.

Install a 2Hr Parking sign on the DDA light pole in front of 860 Penniman.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10817 (Penniman, Main to Union):

On Penniman between Main and Union, on the North side of the street at the first space East of Main, install one (1) Handicap parking sign and pole.

Remove the one (1) Handicap parking sign off of the DDA light pole on the North side of the street in front of the Gathering at 736 Penniman.

Install one (1) 2Hr Parking sign on the DDA Light pole on the North side of the street in front of the Gathering at 736 Penniman.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10818 (The Gathering Parking Lot):

In the Gathering parking lot at 736 Penniman, at the SW corner (first two spaces on the West side from Penniman) please install two (2) Handicap parking signs and poles. Also install one (1) Van Accessible plaque on the space closest to Penniman.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10819 (Main St, Ann Arbor Tr to Penniman):

On Main between Ann Arbor Tr and Penniman on the Northbound side, at the DDA light pole at the mid block crosswalk, remove the one (1) Handicap parking sign.

Install one (1) 2Hr Parking sign on the DDA light pole at the mid block crosswalk.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10823 (Forest, Ann Arbor Tr to Wing):

On Forest between Ann Arbor Tr and Wing, on the West side of the street, at the first space North of the driveway for 550 Forest, install one (1) Handicap parking sign and pole.

On Forest, on the East side of the street, at the first space North of the driveway for 595 Forest, install one (1) Handicap parking sign and pole.

On Forest, on the East side of the street at the first space North of Wing, remove the one (1) Handicap sign and pole.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10824 (Wing/Harvey Parking Lot):

In the Wing/Harvey parking lot at the East end of the lot, closest to Forest, in the row directly adjacent to 580 Forest, install two (2) Handicap parking signs and poles at the first two (2) spaces West of Forest. At the space further from Forest also install one (1) Van accessible plaque.

In the Wing/Harvey parking lot, at the middle of the lot, at the West end of the row directly adjacent to 580 Forest, install two (2) Handicap parking signs and poles at the first two (2) spaces just East of the driveway that runs along the West side of the 580 Forest building. At the space further from Forest also install one (1) Van accessible plaque.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10825 (Wing St, Harvey to Forest):

On Wing between Harvey and Forest, on the South side of the street, install one (1) No parking this side of sign sign and pole 50 feet East of Harvey (align with pavement markings).

On Wing between Harvey and Forest, on the South side of the street, install one (1) 2Hr parking sign and pole in front of 983 Wing (align with center of pavement markings).

On Wing between Harvey and Forest, on the South side of the street, install one (1) 2Hr parking sign and pole in front of 921&927 Wing (align with center of pavement markings).

On Wing between Harvey and Forest, on the South side of the street, install one (1) No parking here to corner sign and pole 40 feet West of Forest (align with pavement markings).

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10827 (Wing St, Forest to Main):

On Wing between Forest and Main, on the South side of the street, install one (1) 2Hr parking sign and pole in front of 885&875 Wing (align with pavement markings).

On Wing between Forest and Main, on the South side of the street, install one (1) 2Hr parking sign on the DTE street light pole in front of 865 Wing.

On Wing between Forest and Main, on the South side of the street, install one (1) 2Hr parking sign and pole in front of 831 Wing (align with pavement markings).

On Wing between Forest and Main, on the South side of the street, install one (1) No parking here to corner sign and pole 80 feet West of Main (align with pavement markings).

On Wing between Forest and Main, on the North side of the street, install one (1) No parking this side of sign sign on the DTE street light pole 50 feet West of Main.

On Wing between Forest and Main, on the North side of the street, install one (1) 2Hr parking sign and pole along the side of 590 S Main (align with center of pavement markings).

On Wing between Forest and Main, on the North side of the street, install one (1) 2Hr parking sign and pole along the side of 595 Forest (align with center of pavement markings).

On Wing between Forest and Main, on the North side of the street, remove the No parking here to corner sign and pole 40 feet East of Forest.

On Wing between Forest and Main, on the North side of the street, reinstall the No parking here to corner sign and pole 60 feet East of Forest.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10829 (Wing St, Main to Deer):

On Wing between Main and Deer, on the South side of the street, remove the 2Hr 9AM-5PM parking sign and pole alongside 607 S Main.

On Wing between Main and Deer, on the South side of the street, remove the 2Hr 9AM-5PM parking sign in front of 763 Wing, pole to remain.

On Wing between Main and Deer, on the South side of the street, install one (1) No Parking this side of sign and install one (1) 2Hr parking sign in front of 763 Wing on the existing pole.

On Wing between Main and Deer, on the South side of the street, remove the 2Hr 9AM-5PM parking sign in front of 743 Wing, pole to remain.

On Wing between Main and Deer, on the South side of the street, install one (1) 2Hr parking sign in front of 743 Wing on the existing pole.

On Wing between Main and Deer, on the South side of the street, install one (1) No parking here to corner sign and pole 70 feet West of Deer.

On Wing between Main and Deer, on the North side of the street, along side of the building at 595 S Main, remove the No parking here to corner sign and pole.

On Wing between Main and Deer, on the North side of the street, remove the 2Hr 9AM-6PM parking sign on the DTE wood pole in front of 758 Wing.

On Wing between Main and Deer, on the North side of the street, install one (1) 2Hr parking sign and install one (1) No Parking Here to corner sign on the DTE wood pole in front of 758 Wing.

On Wing between Main and Deer, on the North side of the street, remove the 2Hr 9AM-6PM parking sign on the DTE wood pole in front of 744 Wing.

On Wing between Main and Deer, on the North side of the street, install one (1) 2Hr parking sign on the DTE wood pole in front of 758 Wing.

On Wing between Main and Deer, on the North side of the street, remove the 2Hr 9AM-6PM parking sign between the driveway for 744 Wing and Deer, existing pole to remain.

On Wing between Main and Deer, on the North side of the street, install one (1) 2Hr parking sign on the existing pole between the driveway for 744 Wing and Deer.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10830 (Deer St, Wing Ann Arbor Tr):

On Deer, on the East side of the street, between 593 Deer and 561 Deer, remove the 2Hr 9AM-5PM parking sign and pole. No restrictions or permissions to be installed at this time.

On Deer, on the East side of the street, in front of 543 Deer, remove the 2Hr 9AM-5PM parking sign and pole. No restrictions or permissions to be installed at this time.

On Deer, on the East side of the street, in front of 693 Maple, remove the No parking here to corner sign and pole. No restrictions or permissions to be installed at this time.

On Deer, on the East side of the street, alongside of 686 Maple, remove the 2Hr 9AM-5PM parking sign and pole. No restrictions or permissions to be installed at this time.

On Deer, on the East side of the street, between 686 Maple and the South driveway to the parking lot at 587 Ann Arbor Tr, remove the No parking 9AM-5PM sign and pole. No restrictions or permissions to be installed at this time.

On Deer, on the East side of the street, between the North and the South driveway to the parking lot at 587 Ann Arbor Tr, remove the No parking 9AM-5PM sign, and the Here to corner plaque, pole to remain.

On Deer, on the East side of the street, between the North and the South driveway to the parking lot at 587 Ann Arbor Tr, install one (1) No parking Here to corner sign at 75 feet south of Ann Arbor Tr. on the existing pole.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10831 (Ann Arbor Tr, Deer/Union to Elizabeth):

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street 40 feet East of Union/Deer, remove the No parking here to corner sign, existing pole to remain. Install No parking this side of sign on the existing pole 40 feet East of Union/Deer.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of the parking lot for 587 Ann Arbor Tr, remove the 2Hr parking sign, existing pole to remain.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of the parking lot for 587 Ann Arbor Tr, install one (1) 8Hr parking sign on the existing pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 587 Ann Arbor Tr, remove the 2Hr parking sign, existing pole to remain.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 587 Ann Arbor Tr, install one (1) 8Hr parking sign on the existing pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 585 Ann Arbor Tr, remove the 2Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 585 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 565 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 545 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the South side of the street in front of 509 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of the parking lot for 344 Elizabeth, remove the 2Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of the parking lot for 344 Elizabeth, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of the parking lot for 584 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of 584 Ann Arbor Tr, remove the 2Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of 584 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of 600 Ann Arbor Tr, remove the 2Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street in front of 600 Ann Arbor Tr, install one (1) 8Hr parking sign on the DTE decorative light pole.

On Ann Arbor Trail between Union and Elizabeth, on the North side of the street along side of the part of Kellogg Park East of Union, install one (1) 8Hr parking sign on the DTE decorative light pole, relocate the DDA wayfinding sign higher on the pole, install both signs to MUTCD.

Parking restrictions other than those listed above exist and are unaffected by this TCO.

Per DMS WO# 10832 (Parking Enforcement Signs, locations described below):

Remove all the signs that read: "On-Street Parking, 2 Hour Limit, Unless Otherwise Posted, Enforced 9AM-8PM Monday-Saturday" and poles at the following locations:

- 1 - SE corner of Main & Penniman in DDA planter box along Penniman
- 2 - NE corner of Main & Wing on DDA Light pole
- 3 - SW corner of Ann Arbor Tr & Forest in DDA planter box along Forest

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby direct the City Clerk to maintain a record of this and all Traffic Control Orders in accordance with the Michigan Uniform Traffic Control Code.