



Plymouth City Commission

Regular Meeting Agenda

Tuesday, September 5, 2023 7:00 p.m.
SAXTONS LOT – Ann Arbor Trail & Union

City of Plymouth
201 S. Main St.
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call
- c. Ribbon Cutting for Saxtons Parking Lot
- d. Proclamation: Constitution Week

2. APPROVAL OF MINUTES

- a. August 21, 2023 City Commission Regular Meeting Minutes

3. APPROVAL OF THE AGENDA

4. ENACTMENT OF THE CONSENT AGENDA

- a. Special Event: Ladies Night Out, Thursday September 21, 2023
- b. Special Event: Scarecrows in the Park, September 22 – November 2, 2023
- c. Special Event: Heroes on Hines, September 30, 2023

5. CITIZEN COMMENTS

6. PUBLIC HEARING

- a. Liquor License Transfer within the City of Plymouth – Mily Holding, LLC at Honey Hole 584 Starkweather

7. COMMISSION COMMENTS

8. OLD BUSINESS

9. NEW BUSINESS

- a. Authorization to Purchase Brush Chipper

10. REPORTS AND CORRESPONDENCE

- a. Liaison Reports
- b. Appointments

11. ADJOURNMENT

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.

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues for 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.

Meetings of the City of Plymouth are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, disability, or any other trait protected under applicable law. Any individual planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) should submit a request to the ADA Coordinator at 734-453-1234 ext. 234 at least two working days in advance of the meeting so an attempt can be made to make reasonable accommodations. The request may also be submitted via mail at 201 S. Main St. Plymouth, MI 48170, or email to clerk@plymouthmi.gov.

City of Plymouth Strategic Plan 2022-2026

GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. Create a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for serving diverse communities

GOAL AREA THREE - COMMUNITY CONNECTIVITY

OBJECTIVES

1. Engage in partnerships with public, private and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan



Proclamation

Whereas, The Constitution of the United States of America secures liberty for all Americans and embodies the principles of limited government in a Republic dedicated to rule by law; and,

Whereas, September 17, 2023, marks the two hundred, thirty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and,

Whereas, it is fitting and proper to officially recognize this magnificent document and the memorable anniversary of its creation; and,

Whereas, it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and,

Whereas, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States designating September 17 through 23 as Constitution Week;

Now, therefore, I, Nick Moroz, Mayor of the City of Plymouth, do hereby proclaim September 17 through 23, 2023, to be

Constitution Week

in the City of Plymouth and ask our citizens to reaffirm the ideals the framers of the Constitution had in 1787.



In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Plymouth to be affixed hereto this fifth day of September of the Year Two-Thousand Twenty-Two, and of the Independence Two Hundred Forty-Seven.

*Nick Moroz, Mayor
City of Plymouth, Michigan*



City of Plymouth City Commission Regular Meeting Minutes Monday, August 21, 2023, 7:00 p.m. Kiwanis Park – Auburn & Junction

City of Plymouth
201 S. Main St.
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. CALL TO ORDER

a. Mayor Moroz called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

b. Roll Call

Present: Mayor Moroz, Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Kelly O'Donnell and Marques Thomey

Excused: Mayor Pro Tem Suzi Deal

Also present: City Manager Paul Sincok, Attorney Bob Marzano and various members of the City administration

2. APPROVAL OF MINUTES

Filipczak offered a motion, seconded by Maguire, to approve the minutes of the August 7, 2023, City Commission meeting.

There was a voice vote.

MOTION PASSED

3. APPROVAL OF THE AGENDA

O'Donnell offered a motion, seconded by Filipczak, to approve the agenda for the August 21, 2023, meeting.

There was a voice vote.

MOTION PASSED

4. PRESENTATION BY THE CITY ATTORNEY

City Attorney Bob Marzano gave a presentation on the steps needed for a non-profit organization to become tax exempt.

5. ENACTMENT OF THE CONSENT AGENDA

a. Approval of July 2023 Bills

There was a voice vote.

MOTION PASSED

6. PRESENTATION OF THE RUTH HUSTON WHIPPLE AWARD

Mayor Moroz presented the Ruth Huston Whipple Award to Beth Stewart for her work with the Michigan Philharmonic and many other organizations.

7. CITIZEN COMMENTS

Ellen Elliott, 760 Penniman, spoke about the efforts of the Friends of the Penn to achieve tax exempt status for the Penn Theatre.

Karen Sisolak, 939 Penniman, spoke about the recent resident survey and items residents reported were important to them.

Darren Silvester, Plymouth-Canton Community Schools, spoke in support of the Penn Theatre.

Elizabeth Volaric, 216 N. Holbrook, spoke in support of the Penn Theatre.

Lynn Waltsmith, Plymouth Township resident, spoke in support of the Penn Theatre.

Scott of Plymouth suggested the city hire a new assessor.

Deb Stevens, 675 Harding, spoke in support of the Penn Theatre.

Linda Racey, 883 Sutherland, spoke in support of the Penn Theatre.

Edward Szymczak, 333 Sunset, spoke in support of the Penn Theatre.

Bob Hopey, Livonia resident, spoke in support of the Penn Theatre.

Jack Wilson, 1157 Penniman, said the emergency warning sirens are inaudible, water fountains in the parks are not working, and that the path near Tonquish Creek is flooded.

Holly Evans, Westland resident, spoke in support of the Penn Theatre.

Audrey, no address given, spoke in support of the Penn Theatre.

Melanie Elliott, resident of Big Rapids, thanked the Kiwanis Club for their support.

Ron Picard, 1373 Sheridan, spoke in support of the Penn Theatre.

Terry Tubbs, Livonia resident, spoke in support of the Penn Theatre.

Diane Guzcik, Livonia resident, spoke in support of the Penn Theatre.

John Guzcik, Livonia resident, spoke in support of the Penn Theatre.

Carol Kelly, 825 Deer Ct., spoke in support of the Penn Theatre.

Kristen Lobron, 200 N. Sheldon, spoke in support of the Penn Theatre.

Bill Paragor, Plymouth Township resident, spoke in support of the Penn Theatre.

Carla Spradlin, 1321 Ross, spoke in support of the Penn Theatre.

Clo Phillipi, Northville Township resident, spoke in support of the Penn Theatre.

Jeff Fedema, 1080 Fairground, spoke in support of the Penn Theatre.

Dave Rucinski, 1392 Maple, spoke in support of the Penn Theatre.

Terri Allen, owner of the former Dearborn Jewelers, spoke in support of the Penn Theatre.

Mark LaPointe, 279 N. Evergreen, spoke in support of the Penn Theatre.

Shannon Adams, 1231 Sheridan, spoke in support of the Penn Theatre.

Jean LaPointe, 1437 Sheridan, spoke in support of the Penn Theatre.

8. COMMISSION COMMENTS

Kehoe, O'Donell, Filipczak, and Maguire all spoke in support of the Penn Theatre.

Moroz thanked the Kiwanis Club of Colonial Plymouth for serving hot dogs at the meeting. He also spoke in support of the Penn Theatre and said that regardless of the tax tribunal's decision, the City will continue to work with the Friends of the Penn to find a solution.

9. OLD BUSINESS

There was no old business.

10. NEW BUSINESS

a. Plymouth Canton Little League – Bingo at Fall Festival

The following resolution was offered by Filipczak and seconded by Thomey.

RESOLUTION 2023-78

WHEREAS The City of Plymouth is host to the annual Plymouth Fall Festival which is held in the City's Downtown Area, Kellogg Park and the Gathering Pavilion; and

WHEREAS Bingo Games have been a part of the Festival for many years; and

WHEREAS The Plymouth Fall Festival is held the weekend after Labor Day each year; and

WHEREAS The Plymouth Fall Festival Board has indicated that the Plymouth Canton Little League is authorized to run the Bingo Games at the Fall Festival and they have a duly authorized license from the State of Michigan Bureau of the State Lottery to host the Bingo Games.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the Plymouth Canton Little League to use the Gathering Pavilion for Bingo Games during the 2023 Plymouth-Fall Festival.

There was a voice vote.

MOTION PASSED

b. Resolution of City Commission – Support Community Center Grant

The following motion was offered by Filipczak and seconded by Thomey.

RESOLUTION 2023-79

WHEREAS The City of Plymouth operates a community center known as the Plymouth Cultural Center, this facility houses a number of community wide activities and serves as a base for senior citizen activities ranging from card games, exercise classes to even over 60 and over 70 ice hockey; and

WHEREAS The Plymouth Cultural Center is the location for all of the city's voting precincts, and the building houses the city's recreation department, and serves as an emergency operations center, as well as a training facility for police/fire/ems; and

WHEREAS The building also houses community groups including the Rotary Club of Plymouth, which meets meets at the facility on a weekly basis and brings many community members to the building. The facility also houses the Kiwanis Plymouth Community Hall of Fame; and

WHEREAS The City Commission has included upgrades to city facilities as a part of their five-year plan.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the City Administration to submit a Community Center grant under the State of Michigan, Department of Labor and Economic Opportunity (LEO) program. The grant application is to replace the roof and replace the windows at the Plymouth Cultural Center. The total grant application is in the amount of \$1,544,237.

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does authorize up to \$100,000 for grant match from city funds.

There was a voice vote.

MOTION PASSED

c. Extend Outdoor City Commission Meetings

The following resolution was offered by Maguire and seconded by Filipczak.

RESOLUTION 2023-80

WHEREAS The City Commission has held many of the summer meeting out of doors in all parts of the City for the last twenty (20) years with great success, and

WHEREAS The City Commission would like to host a "ribbon cutting" event at the new municipal parking lot at Ann Arbor Trail and Deer Street.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby establish that the regular Tuesday, September 5, 2023, meeting of the City Commission will be held out of doors at 7:00 p.m. at the new municipal parking lot at Ann Arbor Trail and Deer Street.

There was a voice vote.

MOTION PASSED

11. REPORTS AND CORRESPONDENCE

a. Recreation Millage Update

Sincock provided an overview of the millage request that will be on the November ballot. Moroz thanked Recreation Director Steve Anderson for his work.

Karen Sisolak, 939 Penniman, said she did not support the millage, stating there was a lack of public participation in the decision to put it on the ballot.

Moroz said putting the millage on the ballot was giving the residents an opportunity to make the decision.

O'Donnell said increasing recreation facilities and activities was named a goal at the strategic planning meeting in January 2023.

Moroz spoke about the benefits of investing in community parks and recreation facilities.

b. Liaison Reports

O'Donnell gave an update on the Planning Commission.

c. Appointments

There were no appointments.

12. ADJOURNMENT

A motion to adjourn was offered by Thomey and seconded by Filipczak at 8:45 p.m.

There was a voice vote.

MOTION PASSED

NICK MOROZ
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC
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 Chamber of Commerce

Ph# 734-453-1540 Fax# 734-404-6026 Email admin@plymouthmich.org Website www.plymouthmich.org

Address 850 W. Ann Arbor Trail City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name Mary Nyhus Title Event Manager

Ph# same Fax# same Email same Cell# _____

Address same City _____ State _____ Zip _____

Event Name Ladies Night Out

Event Purpose Ladies Shopping Event

Event Date(s) Thursday, September 21, 2023

Event Times 4 p.m. to 8 p.m.

Event Location Downtown Plymouth

What Kind Of Activities? Shopping

What is the Highest Number of People You Expect in Attendance at Any One Time? 200

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

Event Details: A special shopping day just for women with special sales, treats, give-a-ways & door prizes.
Restaurants will have specials for ladies only.

RECEIVED
AUG 22 2023
City of Plymouth

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: (Weddings Ceremonies – Please Review Section 12.2 f.)
City Operated Cosponsored Event Other NonProfit Other ForProfit 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): _____

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
at restaurants

6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** YES NO

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

None

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:

The length of the event is over the 2-3 hour time limit in public parking areas

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 .

8/15/2023
Date

Mary Nyhus
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) 4531234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

The Plymouth Community Chamber of Commerce (*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 Ladies Night Out (*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 Mary Nyhus Date 8/15/2023

Witness Wanda Clouston Date 8/15/2023

Ladies Night Out 9-21-2023

EVENT REVIEW FORM

MUNICIPAL SERVICES:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>CP</u>
<u>NO SERVICES NEEDED</u>				
\$250 Bathroom Cleaning Fee Per Day of Event? YES <u>NO</u>				
Labor Costs: \$	Equipment Costs: \$	Materials Costs	\$	
POLICE:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>gic</u>
<u>NO SERVICES NEEDED</u>				
Labor Costs \$	Equipment Costs \$	Materials Costs	\$	
FIRE:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>RS</u>
<u>NO SERVICES NEEDED</u>				
Labor Costs \$	Equipment Costs \$	Materials Costs	\$	
HVA:	Approved	Denied	(list reason for denial)	Initial
DDA:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>SBP</u>
Labor Costs \$	Equipment Costs \$	Materials Costs	\$	
RISK MANAGEMENT:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>WB</u>
Class I – Low Hazard				
Class II – Moderate Hazard Event Sponsors must provide current Certificate of Insurance naming City				
Class III – High Hazard of Plymouth as ‘Additional Insured’ including in the Description Box/Area.				
Class IV – Severe Hazard				

EVENT NAME: _____ TOTAL ESTIMATED FEE: _____
 (Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event).

SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____ APPROVED _____ NOT APPROVED _____ DATE _____
--

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 Chamber of Commerce

Ph# 734-453-1540 Fax# 734-404-6026 Email mary@plymouthmich.org Website www.plymouthmich.org

Address 850 W. Ann Arbor Trail City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name Mary Nyhus Title Event Manager

Ph# same Fax# same Email same Cell# _____

Address same City _____ State _____ Zip _____

Event Name Scarecrows in the Park

Event Purpose To promote the community

Event Date(s) September 22 through November 2, 2023

Event Times 24/7

Event Location Kellogg Park

What Kind Of Activities? Local groups create a scarecrow to be viewed by visitors in Downtown Plymouth

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

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

Event Details: Local businesses, clubs, groups and residents create scarecrows. There will be 100 scarecrow spaces available in Kellogg Park along Main Street, Ann Arbor Tr., Penniman, and along the sidewalks in the interior of the park.

RECEIVED
AUG 22 2023
City of Plymouth

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: *(Weddings Ceremonies – Please Review Section 12.2 f.)*
City Operated Cosponsored Event Other NonProfit Other ForProfit 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): _____

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?** YES NO

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

We will need 100 poles sunk into the ground in Kellogg Park spaced along Main Street, Ann Arbor Tr. and Penniman Ave., and along the sidewalks through the interior of the park, to be removed after November 2.

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:

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 .

7/28/2023
Date

Mary Nyhus
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 Chamber of Commerce (*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 Scarecrows 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 Mary Nyhus 7/28/2023

Witness Tom Young Date 7/28/2023

EVENT REVIEW FORM

MUNICIPAL SERVICES:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>CP</u>
SET UP LABOR \$1K EQUIP \$300 TEAR DOWN LABOR \$500 EQUIP \$300				
\$250 Bathroom Cleaning Fee Per Day of Event? YES	<u>NO</u>			
Labor Costs: \$	Equipment Costs: \$	Materials Costs \$		
POLICE:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>gpc</u>
No SERVICES NEEDED				
Labor Costs \$	Equipment Costs \$	Materials Costs \$		
FIRE:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>JS</u>
No SERVICES NEEDED				
Labor Costs \$	Equipment Costs \$	Materials Costs \$		
HVA:	Approved	Denied	(list reason for denial)	Initial
DDA:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>SBP</u>
Labor Costs \$	Equipment Costs \$	Materials Costs \$		
RISK MANAGEMENT:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>NR</u>
Class I – Low Hazard				
Class II – Moderate Hazard Event Sponsors must provide current Certificate of Insurance naming City				
Class III – High Hazard of Plymouth as 'Additional Insured' including in the Description Box/Area.				
Class IV – Severe Hazard				

EVENT NAME: _____ TOTAL ESTIMATED FEE: _____
 (Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event).

SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____	
APPROVED _____	NOT APPROVED _____ DATE _____



Special Event Application

ITEM 4.c

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

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.

FEES WILL BE CHARGED FOR ALL SPECIAL EVENTS. SEE ATTACHMENT B.

Sponsoring Organization's Legal Name Friends of Wayne County Parks

Ph# 734-261-1990 Fax# _____ Email _____ Website www.waynecounty.com

Address 33175 Ann Arbor Trail City Westland State Mi Zip 48150

Sponsoring Organization's Agent's Name Alicia Bradford Title Parks Director

Ph# 734-261-2022 Fax# _____ Email abradford@waynecounty.com Cell# _____

Address 33175 Ann Arbor Trail City Westland State MI Zip 48185

Event Name Heroes on Hines 5K Run/Walk

Event Purpose To help fund and maintain the First Responders Memorial in Hines Park

Event Date(s) Saturday, September 30, 2023

Event Times 8:00-11:00 am

Event Location First Responders Memorial -Haggerty Park

What Kind Of Activities? 5K Run

What is the Highest Number of People You Expect in Attendance at Any One Time? 500

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.)
Friends of Wayne County Parks will host their annual Heroes on Hine 5K Run/
Walk. This will take place only on Hines Drive from from Haggerty Rd to Wilcox
Rd.

RECEIVED

AUG 24 2023

City of Plymouth

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): _____

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?** YES NO

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

No city services required

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:

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.

8/16/23

Date



Signature of Sponsoring Organization's Agent

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

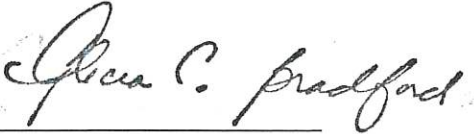
Manager's Office
City Hall
201 S. Main Street
Plymouth MI 48170

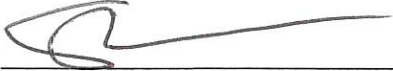
Phone: (734) 453-1234 ext. 203

11. INDEMNIFICATION AGREEMENT

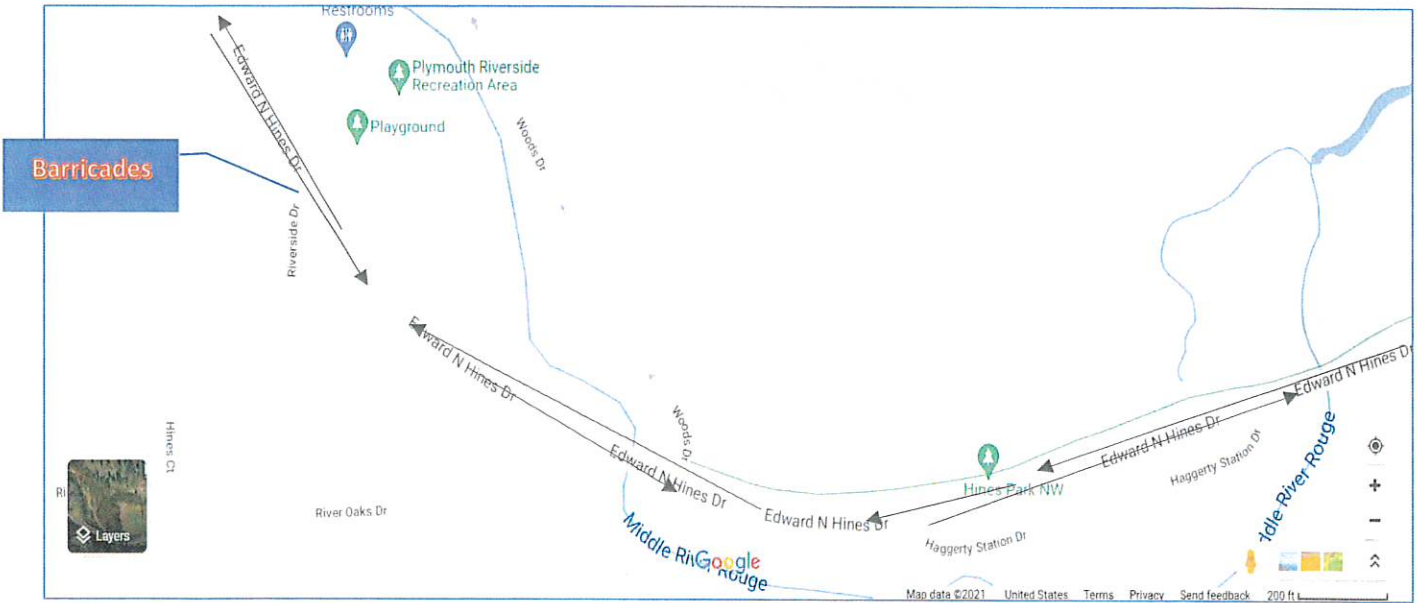
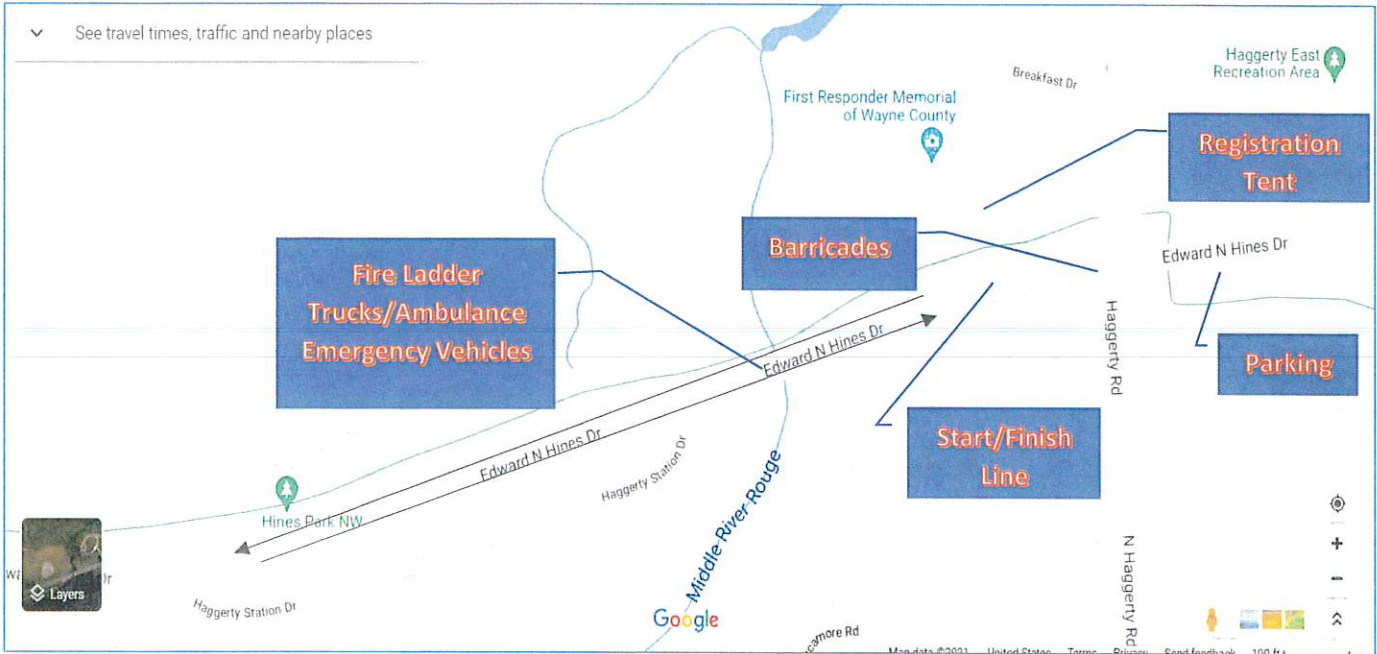
INDEMNIFICATION AGREEMENT

The Friends of Wayne County Parks (*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 Heroes on Hines 5K Run/Walk (*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  Date 8/16/23

Witness  Date 8/16/23

HEROES ON HINES 5K



EVENT REVIEW FORM

Heroes on Hines

MUNICIPAL SERVICES:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
<i>CP</i>				
<i>NO SERVICES NEEDED</i>				
\$250 Bathroom Cleaning Fee Per Day of Event? YES <input type="radio"/> NO <input checked="" type="radio"/>				
Labor Costs: \$	Equipment Costs: \$	Materials Costs	\$	
POLICE:				
	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
<i>gac</i>				
<i>NO SERVICES NEEDED</i>				
Labor Costs \$	Equipment Costs \$	Materials Costs	\$	
FIRE:				
	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
<i>AS</i>				
<i>NO SERVICES NEEDED</i>				
Labor Costs \$	Equipment Costs \$	Materials Costs	\$	
HVA:				
	<input type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
DDA:				
	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
<i>SBP</i>				
Labor Costs \$	Equipment Costs \$	Materials Costs	\$	
RISK MANAGEMENT:				
	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
<i>NB</i>				
<i>Cost of Insurance needed</i>				
Class I – Low Hazard				
Class II – Moderate Hazard				
Class III – High Hazard				
Class IV – Severe Hazard				

EVENT NAME: _____ TOTAL ESTIMATED FEE: _____
 (Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event).

SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____	
APPROVED _____	NOT APPROVED _____ DATE _____



Administrative Recommendation

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: *S:\Manager\Sincock Files\Memorandum - Liquor License Transfer - Honey Hole to Mily Holding LLC - 09-05-23.docx*
Date: August 31, 2023
RE: Liquor License Transfer for Honey Hole

Background

We have received an application for a Transfer of a Liquor License and various permits from Ariella Properties, LLC to Mily Holding, LLC. As a result of the application, we have posted and mailed a notice of a Public Hearing before the City Commission for Tuesday, September 5 at the Saxton's Parking Lot on Ann Arbor Trail at Deer or City Hall if there is inclement weather. The applicant is Mily Holding, LLC and they have submitted a Plan of Operation as required by the Liquor Management Ordinance.

The plan outlines the requirements of the Liquor Management Ordinance and gives an overview of the establishment with their current and future plans. The Local Liquor License Review Committee (LLRC) has completed a review of the application and finds that it is all in order.

This is a transfer of the Class C & SDM License, with Sunday Sales AM & PM, two bars, two outdoor service areas and an entertainment permit. They are adding a new Sunday Sales Permit (PM) and an SDM - Mixed spirit Drink permit. The State of Michigan Liquor Control Commission has indicated that the approval of the local unit of government is NOT required because this is a transfer of the license.

We are familiar with the new ownership group, and they have extensive experience in operating restaurants with alcohol service. We anticipate that the new ownership will implement positive changes to help make this establishment a destination as a full-service restaurant, which provides full bar service for their customers. Having another destination, yet local service establishment in the Old Village will continue to provide vibrancy for this area of the city.

RECOMMENDATION:

The City LLRC will have reviewed the application just prior to the regular City Commission meeting. The City Administration has recommended to the LLRC that the application from Mily Holding, LLC, meets administrative requirements of the Liquor Management Ordinance and we have recommended approval. The City Commission must now open a Public Hearing on this Transfer and review the application as it applies to the various requirements of the Ordinance and develop a recommendation to the Michigan Liquor Control Commission.

RESOLUTION

It was moved by Comm. _____ and seconded by Comm. _____.

WHEREAS The City of Plymouth has a Liquor License Management Ordinance and this Ordinance requires that the Liquor License Control Committee (LLRC) review Renewals of any Class C Liquor License, and

WHEREAS Mily Holding, LLC has requested a transfer of a Class C and SDM Liquor License with a number of permits from Ariella Properties, LLC, and

WHEREAS Mily Holdings, LLC has requested a new Sunday Sales (PM) for the SDM License – Mixed spirit drink permit, and

WHEREAS The LLRC has reviewed the request and found that it Meets the criteria established in the Liquor License Management Ordinance and has recommended approval to the City Commission.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby recommend to the Michigan Liquor Control Commission that the request from Mily Holding, LLC for the transfer of a Class C Liquor and SDM License and various permits and new permits be recommended for approval to the State of Michigan Liquor Control Commission.

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 **Tuesday, September 5, 2023, at 7:00 p.m.** at the meeting of the Plymouth City Commission at the Saxton's Parking Lot at Ann Arbor Trail and Deer Street, or in the event of inclement weather it will be held at Plymouth City Hall, 201 S. Main, Plymouth, Michigan. The Public Hearing will consider the following:

-
- 1) Application for Mily Holding, LLC to transfer ownership of an existing 2023 Class C & SDM with various additional permits currently located at the Honey Hole at 584 Starkweather.**

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) that will take place at the Saxton's Parking Lot at Ann Arbor Trail and Deer Street, or in the event of inclement weather it will be Plymouth City Hall, 201 S. Main, Plymouth, MI 48170 at **6:15 p.m. on Tuesday, September 5, 2023** to allow the LLRC to make a recommendation to the City Commission related to this transfer request.

Maureen Brodie, CMC
City Clerk

Posted: City Hall
Cultural Center
Public Library



City of Plymouth Liquor License Review Committee Application

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-189

I. Property Owner and Contact Information

Business Address 584 Starkweather St.	Date of Application August 15, 2023
---	---

Name of Property Owner Ariella Properties, LLC	Phone Number 734-260-2727	Email Address (Required) josvant@aol.com	
Property Owner Address 49791 Cooke	City Plymouth	State MI	Zip Code 48170

II. Applicant and Contact Information

Indicate Who the Applicant Is. If Property Owner, Skip to Section III.			
<input type="checkbox"/>	<input type="checkbox"/> Business Owner	<input type="checkbox"/> General Manager	<input type="checkbox"/> Other
Applicant Name Mily Holding, LLC	Phone Number 734-536-0664	Email Address (Required) golflady545@gmail.com	
Applicant Address 1422 Nita	City Pinckney	State MI	Zip Code 48169

III. Liquor License

Please list name, address, and type of license as it appears on the current liquor license

Name The Honey Hole Market, Inc.	Type of License Class C and SDM		
Address 584 Starkweather St.	City Plymouth	State MI	Zip Code 48170-1333

List all persons listed on the liquor license (partners)

 Anthony Ventura

Please list the type of license that you are requesting

<input type="checkbox"/> New	<input checked="" type="checkbox"/> Transfer of ownership	Other, please explain:
<input type="checkbox"/> Permit	<input type="checkbox"/> Transfer in the City	

Please list name, address, and type of license as proposed

Name Mily Holding, LLC	Type of License Class C and SDM		
Address 584 Starkweather St.	City Plymouth	State MI	Zip Code 48170-1333

List all persons listed on the proposed liquor license (partners)

IV. Attachments – Please include the following items

- Plan of operation (see example below if necessary)
- Site plan, floor plan, and/or other applicable renderings
- Receipt showing fees paid (see fee schedule below)

V. Applicant Signature

Signature of Applicant: *X Alexandrice Drel Miley* Date: August 15, 2023

VI. Fee Schedule

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

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

Received From:
 Date: 08/17/2023 Time: 1:57:05 PM
 Receipt: 430658 *** REPRINT ***
 Cashier: DMS

ITEM REFERENCE	AMOUNT
PDREV POLICE DEPARTMENT REVENUE	\$1,200.00
LIQ FILING FEE	\$1,200.00
TOTAL	\$1,200.00
CHECK 3101	\$1,200.00
Total Tendered:	\$1,200.00
Change:	\$0.00



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

Wednesday, August 09, 2023

John Doyle, attorney
c/o Mily Holding, LLC
john.doyle924@gmail.com

RID # RQ-2306-07743 **Reference/Transaction:** Conditional License; Transfer Ownership 2023 Class C & SDM License With Sunday Sales Permit (AM), Sunday Sales Permit (PM), (2) Bars, Outdoor Service (2 Areas) And Entertainment Permit From The Honey Hole Market, Inc.; New Sunday Sales Permit (PM) For The SDM License - Mixed Spirit Drink Located At 584 Starkweather St, Plymouth, MI 48170-1333

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: Mily Holding, LLC

Business address and phone number: 584 Starkweather St, Plymouth, MI 48170-1333

Home address and phone number of partner(s)/subordinates:
Alexandria Dul-Mily Trust; 1422 Nita, Pinckney, MI 48169; C: 734-536-0664

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Southfield District Office (313) 456-1170

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

A copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

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.

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

ZS

cc: Mily Holding, LLC – golflady545@gmail.com
The Honey Hole Market, Inc. - dutchconstruction313@gmail.com

MICHIGAN LIQUOR CONTROL COMMISSION
KRISTIN BELTZER, CHAIR
525 W. Allegan St. • P.O. BOX 30005 • LANSING, MICHIGAN 48909
www.michigan.gov/lcc • 866-813-0011

CITY OF PLYMOUTH CLASS C AND SDM LICENSED BUSINESS PLAN OF OPERATION REGARDING MILEY HOLDING, LLC, DBA THE HONEY HOLE DINER, LOCATED AT 584 STARKWEATHER ST., PLYMOUTH, MI 48170-1333.

We the undersigned have received copies of the Plymouth City Ordinance 2003-04, An Ordinance to Establish a General Policy for the management of Liquor Licenses and Permits, understand its provisions and will be governed by them.

In keeping with the spirit and intent of the Ordinance, the following Plan of Operation has been developed for our proposed conducting of our Class C and SDM liquor licensed business and we submit it to you for review and approval.

- I. Hours of Operation. At present, our planned hours of operation are as follows: Monday-closed. Tuesday-Thursday 3:00pm to 11:00pm. Friday 3:00pm to 1:00am. Saturday 11:00am to 1:00am. Sunday 11:00am to 11:00pm. Last Call will at the latest be 30 minutes before closing and last service will be at the latest 20 minutes before closing.

We agree to adhere to the provisions of the Entertainment Agreement, which has, or will be signed by us prior to approval. It is agreed that we will not change the format or type of business without written approval of the City Commission. This includes changing from a full-service restaurant to a bar where food service is reduced or eliminated. The ratio of food sales to alcohol sales is anticipated to be 50% food sales and 50% alcohol sales.

- II. Format. The premises will be primarily operate as a full-service restaurant, offering a full-service bar for clientele and a full service kitchen facility for 120 patrons (Inside seating is for 62 patrons with seating for 58 patrons in the outside service area). There will not be live music, but will have a DJ booth for the playing of vinyl records and other music. There will not be any pool tables or video games or the like.
- III. Code Compliance. The premises when completed and ready for operation will fully comply with all applicable health, safety, building, sanitation, electrical, plumbing and fire codes as well as all zoning requirements.
- IV. Plan of Operation. It is acknowledged that under Ordinance 2003-04, the business shall be operated in accordance with an approved plan of operation. Changing the operation of the business in any manner inconsistent with the approved plan of operation is a violation of the ordinance and the rules of the Michigan Liquor Control Commission. Any change to the plan of operation must be approved by the City Commission prior to it being placed into effect on the business premises.
- V. Security. The security, well-being, safety, health and welfare of the customer, building and community is the first priority for our business organization, and as such, we will undertake whatever measures are necessary to maintain the premises and supervise our employees and customers to ensure that we maintain the

expected level of excellence and security. The establishment will at all times have a sufficient number of staff to allow them to be able to visually oversee the entire establishment.

- VI. Parking. Parking to the public will be provided as follows: 12 spaces on site. There are 39 public parking spaces in the proximity of the premises. There will not be any leased spaces at another location nor will there be any valet parking. Employees will park at areas designated by us, such as nearby parking structures or lots.
- VII. Alcohol Management. The establishment will strictly obey all rules and regulations promulgated by the City of Plymouth, the Michigan Liquor Control Commission and the State of Michigan. There will be neither service to nor consumption of any alcoholic beverages by minors or those showing signs of visible intoxication at any time. No alcohol will be sold, or permitted to be sold, to anyone on a commission basis by any person.

The following policies will be enforced at the establishment at all times:

1. No alcoholic beverages will be allowed on the premises, other than what is dispensed by the establishment and that are lawfully purchased by us from our state approved distributors.
2. All staff will pay close attention to and be alert to observable clues displayed by an intoxicated individual such as: impaired reflexes, impaired coordination, reduced judgment lack of inhibition, impaired vision and other signs of visible intoxication such as blood shot eyes and slurred speech.
3. All staff will be alert and observant to any potential problems at their respective areas at the establishment.
4. All staff will be polite and courteous to any intoxicated individuals while they perform their duties as required by law and regulations to maintain a safe establishment and be knowledgeable as to when to request assistance from additional facility staff.
5. Patrons who appear to be less than 30 years of age will be asked and required to show proper Michigan identification prior to being served alcohol and signage requiring staff to do this will be posted at serving stations and other appropriate locations on the premises. All patrons MUST produce proper and valid identification in order to be served alcohol.
 - 5.1. No patron under 21 years of age will be served any alcoholic beverages nor be allowed to consume any alcoholic beverages purchased by a patron who is 21 years or older.
 - 5.2. All staff who serve alcohol will be trained in Safe Serving Techniques by a company approved by the Michigan Liquor Control Commission and will be attentive to checking Michigan IDs for the proper state seal, other markings and be sure that the photograph on the identification matches that of the patron presenting it. If any staff member has any question as to the validity of a patron's identification, they will not return it to the patron but will call their manager immediately.

6. If a person shows signs of visible intoxication, staff will not provide them any further service, politely explain the policies of the establishment and immediately contact their manager to ensure that the patron leaves the licensed premises.
 7. If a patron is purchasing an alcoholic beverage on behalf of someone who appears to be less than 30m years of age, staff will request that said person show their own valid identification or will contact supervisory personnel who will then investigate the situation to ensure that alcohol is only being consumed by those patrons 21 years or older. All minors will be refused service. All staff, and patrons when necessary, will be aware that the policy of the establishment is ejection off the premises if there is any type of illegal activity being performed by any patron.
 8. Alcohol Service. No sales will be made to intoxicated persons. No sales will be made to anyone without proper identification. Staff will limit the number of alcoholic beverages to patrons when in the opinion of the server trained staff that a patron has had enough, even if the patron is not showing visible signs of intoxication. If there is any doubt or question whether or not to serve alcohol to a patron staff will immediately call their supervisor or manager to assess the situation.
 9. Staff will at all times observe patrons when they leave the establishment to ensure that no alcoholic beverages are removed from the licensed premises. Appropriate signage will be posted to inform patrons where alcohol may be consumed, both inside and at the outdoor service area.
 10. Staff will approach any patron who appears to be impaired and is leaving the establishment to determine if they are driving. If they say that they are driving, staff will make an attempt to persuade them not to drive and attempt to find a non-impaired member of their party to drive. If there is not someone who can safely drive, staff will refer the patron to a bus, taxi or ride share service.
 11. Supervisory and management personnel will maintain a "Managers Logs" to document any alcoholic related incidents at the establishment and take all necessary actions to determine the cause of any incident and to take proactive steps to ensure that similar incidents do not take place in the future.
 12. We will provide free and/or reduced prices for non-alcoholic beverages to any party of patrons who have designated drivers who will refrain from the consumption of alcohol in order to get their party safely to their destinations.
 13. All staff who is involved in the handling and serving of alcohol, including supervisory and management personnel, will be trained in the proper practices for serving alcohol through a program that has been approved by the Michigan Liquor Control Commission. Server training certifications will be provided to the office of the Plymouth Chief of Police within 35 days of the hiring of a staff member.
- VIII. Refuse Disposal. The establishment will properly dispose of all refuse in enclosed dumpsters with lockable lids. Pick up of refuse will be at a minimum of 2 times a

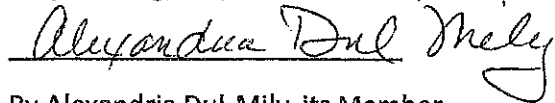
week. A water line with a spigot will be in place to clean the dumpster enclosure as necessary.

- IX. General. The establishment will make every effort to maintain positive relationships with adjacent and nearby businesses as well as fully cooperate with all City of Plymouth city departments and make every effort to address and solve any problems or issues that may arise in the course of operations.
- X. Emergency Contacts. Alexandria Dul-Mily. 734-260-2727.
Jeff O'Brien. 616-291-4568.

As the owners and operators of the establishment, we will strive to be the best members of the community we can be and we will dedicate 100% of our resources to ensure that we safely and responsibly serve the public alcoholic beverages, as well as provide a safe and fun place for the public to gather.

Respectfully submitted,

Mily Holding, LLC, DBA The Honey Hole Diner

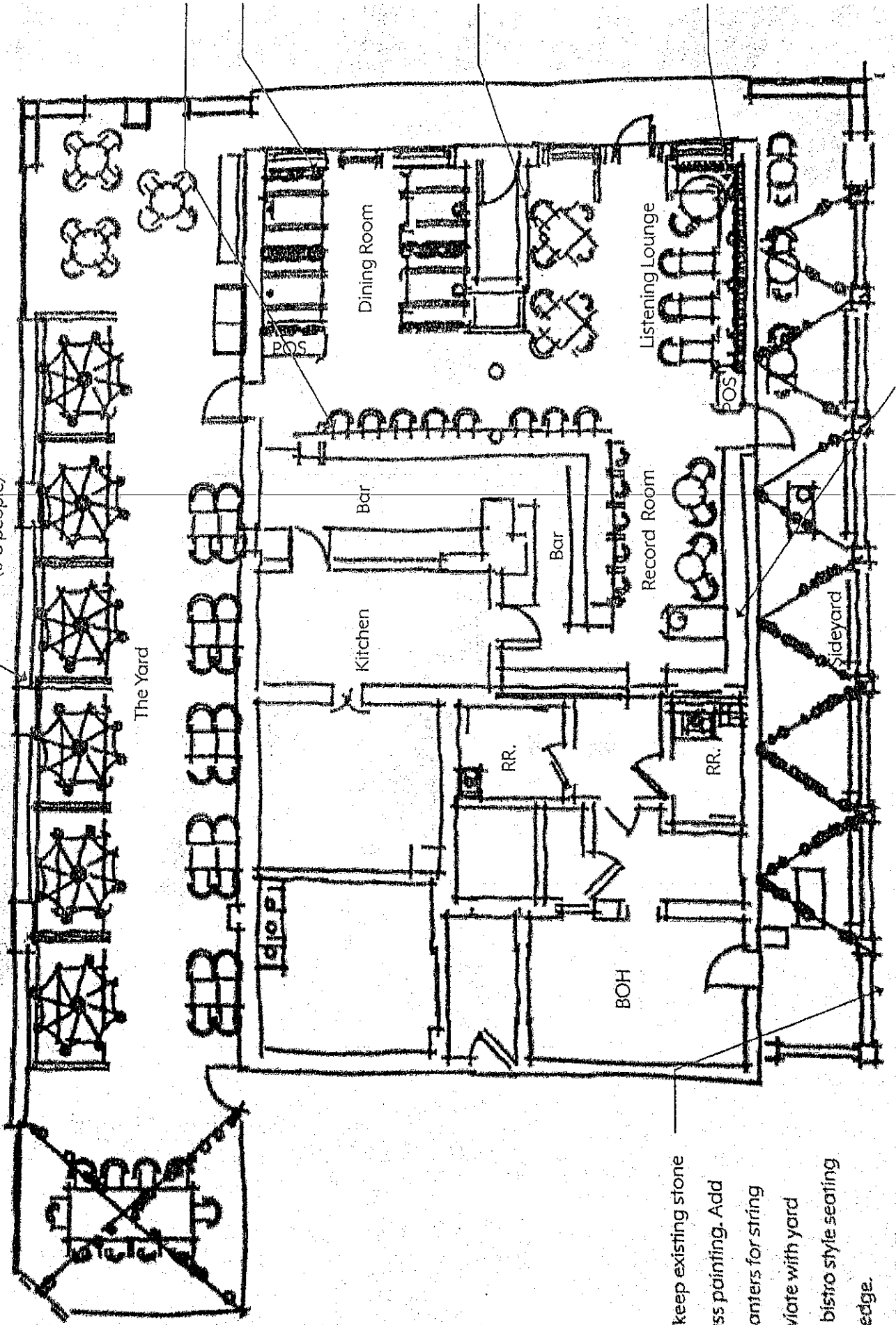


By Alexandria Dul-Mily, its Member.

Date: August 16, 2023

Concept Floor Plan - Option 1

Built-in U-shaped seating for large groups with umbrellas. (6-8 people)



- o keep existing stone
- o keep painting. Add
- o planters for string
- o divate with yard
- o add bisiro style seating
- o k ledge.



Administrative Recommendation

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: *S:\Manager\Sincock Files\Memorandum - Authorization for the purchase of a new brush chipper - 09-05-23.docx*
Date: August 31, 2023
RE: Authorization to purchase brush chipper

Background

Recently, the City Commission authorized emergency repairs to one of our two brush chippers. Obviously, we have been picking up a significant amount of brush this summer with all the storms that have come through Plymouth. Our second chipper was scheduled for replacement in the next Fiscal Year, but we feel it may be best to move that up to this Fiscal Year.

As with all our equipment, the Equipment Fund purchases the unit and then, in this case it is "rented" by the Solid Waste Fund as it is used. Finance Director John Scanlon feels that the Equipment Fund can handle this advanced purchase, in part because it makes more sense to purchase a new unit than to repair a second unit. This purchase is available on the Sourcewell Contract Pricing, and you will recall that Sourcewell is one of the group purchasing programs that we participate with.

We have attached a memorandum from the Department of Municipal Services which further outlines this purchase. A special thanks to DMS Operations Team Leader Nick Johns for all his work on gathering the data and reviewing vendor options.

Recommendation

The City Administration recommends that the City Commission authorize the "move ahead" purchase of a new Vermeer Model AX17 Brush Chipper, with an additional three-year warranty for a total cost of \$118,300.27. The purchase would be made by the Equipment Fund and would be purchased from Vermeer Midwest out of Fowlerville, Michigan.

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



Department of Municipal Services

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

Date: August 30, 2023
To: Paul J. Sincock, City Manager
From: Chris S. Porman, Assistant City Manager/Director of Municipal Services
Nick Johns, Operations Team Leader
Re: Purchase of Brush Chipper

Background

The Department of Municipal Services owns two brush chippers. As you are aware, the newer of the two units is in need of significant repairs that were approved by the City Commission, and we had to rent a chipper just to keep up on services. Our older unit is in need of even more significant repairs which raises the question of whether it is worth it to put money into our older unit. We have identified the replacement of the old unit in next year's budget, but the repairs needed to the current chipper have caused us to rethink our approach. In addition, the amount of significant storms this year as well as our maturing tree canopy having larger size trunks, we feel it is in our best interest to not only purchase a new chipper now, but to purchase the next larger size to better handle the size/amount of brush.

As you are no doubt aware, City crews use this piece of equipment year-round to "chip" the brush placed out the curb by residents. This piece of equipment is also used in emergency response situations to handle storm damage of fallen trees, limbs, etc., which certainly seems to have been taking place on an almost monthly basis.

City staff has researched multiple vendors. We have also spoken with our colleagues in western Wayne area, and coincidentally, the City of Wayne is planning to purchase the exact same make/model. The staff reached consensus on selecting Model AX17 Brush Chipper from Vermeer Midwest Fowlerville MI. We have obtained pricing through Sourcewell National Purchasing Program, as referenced in the quote. We have used Sourcewell to purchase other vehicles/equipment such as the Vector.

Recommendation

It is my recommendation that the City Commission approve the purchase of a Model AX17 17" Brush Chipper from Vermeer Midwest. Of Fowlerville, MI, \$106,575.78. In addition, we would recommend the additional warranty program as listed in the quote for \$11,724.49 for a price not to exceed \$118,300.27. This pricing reflects the Sourcewell pricing through the purchasing program Contract #031721-VRM. Funding for this purchase would come from the Equipment Fund.

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



940 Garden Lane
 Fowlerville, MI 48836
 517-915-0555
www.vermeermidwest.com

8/30/2023

Quote #: Q-21193-1
 PO #:

Bill To:
 City of Plymouth
 Nick Johns
 201 South Main Street
 Plymouth, MI 48170
 734-453-7737 ext. 113

Ship To:
 City of Plymouth
 Nick Johns
 201 South Main Street
 Plymouth, MI 48170
 734-453-7737 ext. 113

To Whom It May Concern:

I would like to submit this quote to you.

1 New 2023 Vermeer AX17 **\$104,575.78**
 -No winch
 -Hydraulic Rotation Adjustment
 -Hydraulic Jack

Untaxed Machine	\$104,575.78
Freight and Prep	\$2,000.00
Grand Total	\$106,575.78
Total Due	\$106,575.78

Finance Options with Approved Credit

Payment Details	Monthly Payment
Approximate payment on 60 months based on \$0 down	\$2,092.05

Additional Options

Quantity	Product Name	Net Total	Additional Price Per Month
1.00	CONFIDENCE PLUS 3 YRS (AX17) - PREMIUM COV W/MNT8,	\$11,724.49	\$229.07
CONFIDENCE PLUS 3 YRS (AX17) - PREMIUM COV W/MNT8,			

Proposal good for 30 days; we reserve the right at any time prior to acceptance to revoke this quotation.

Initials: _____

Quote #: Q-21193



INTELLIGENT FEED SYSTEM. Providing over 6,500 lb (2,948 kg) of pull-in power, the AX17 uses SmartCrush and SmartFeed control system that reduces the need for operator interaction when feeding difficult material.



TRANSPORT FRIENDLY. The fully configured AX17 is under 10,000 lb (4,536 kg) helps with ease of transportation around congested urban areas and minimizes the need for additional license requirements.



FEED YOUR WAY. The patented winch boom design can be raised out of the way when mechanically feeding the machine for optimal visibility and feeding access.



CLEAN-OUT DOOR. The AX17 is equipped with a side lever that provides convenient access when opening and closing the cleanout door.



ROBUST FEED TABLE. Mechanized feeding made effective with a wide feed roller opening and durable, fixed infeed table design.



OPTIONAL REMOTE CONTROL. Full-function remote allows machine operation from a loader or a mini skid steer to help increase productivity and minimize crew size.



VERMEER.COM



EQUIPPED TO
DO MORE.

AX17 BRUSH CHIPPER

GENERAL

Length: 207.5" (527.05 cm)

Height: 110.5" (280.67 cm)

Width: 78.5" (78.5 cm)

Weight (without winch and hydraulic jack): 8,640 lbs (3,919 kg)

Weight (with winch): 720 lbs (326.59 kg)

ENGINE

Make/model: Cummins 3.8L T4

Gross horsepower: 130 hp (96.941 kw)

Max torque: 360 ft-lb (488.09 Nm)

Fuel type: Diesel

Number of cylinders: 4

FEED SYSTEM

Chipping capacity: 17" (45.72 cm)

Infeed opening height: 29" (73.66 cm)

Infeed opening width: 59.5" (151.13 cm)

Feed roller orientation: Horizontal

Feed table height: 30" (76.2 cm)

Feed speed (max): 95 fpm (28.96 m/min)

Upper feed roller: 15" diameter x 20" width (38.1 x 50.8 cm)

Lower feed roller: 11" diameter x 20" width (27.94 x 50.8 cm)

CUTTING SYSTEM

Drum speed: 1,800 rpm

Drum dimensions: 20" (50.8 cm) diameter

Drum thickness: .5" (1.3 cm)

Knives: 2 knives - 5" x 10" x .625" (12.7 cm x 25.4 cm x 1.6 cm)

Engagement system: Manual, automotive-style self-adjusting clutch

CAPACITIES/ELECTRICAL

Fuel tank: 40 gal (151.4 L)

Hydraulic tank: 3 gal (11.36 L)

Max hydraulic flow: 6 gpm (22.71 L/min)

CHASSIS/BRAKES

Frame: Z channel, 0.25" (0.64 cm) thick

Tires: 235/75R17.6

Axle/suspension: 10,000 lb (4,535.92 kg) torsion

Hitch: 3 in ID pintle

Tongue extension: 12" (30.48 cm)

DISCHARGE SYSTEM

Discharge height: 110.5" (280.67 cm)

Degree of rotation: 270°

OPTIONAL WINCH

Winch length: 150' (45.72 m)

Winch line speed: 92 rpm

Winch line pull: 3,200 lb (1,451.47 kg)

OPTIONS

Special paint

Extended warranty

Preventive maintenance

Adjustable height discharge chute

Remote control

Manual outriggers

Hydraulic chute controls

Hydraulic jack

Hydraulic outriggers

NOTES:

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Vermeer



EQUIPPED TO
DO MORE.

Purchase of Brush Chipper

The following resolution was offered by Comm. _____ and

seconded by Comm. _____

WHEREAS The City of Plymouth operates an equipment fleet to help protect the public health, safety, and welfare; and

WHEREAS The City Commission determined that a Chipper was a piece of equipment that would be included in the 2024-25 Budget; and

WHEREAS The City Administration obtained chassis pricing based on the National Sourcewell Purchasing Program, and

WHEREAS The City Administration and staff are recommending the purchase of a Model AX17 Brush Chipper from Vermeer Midwest, of Fowlerville, MI

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the purchase of a Model AX 17 15" Brush Chipper from Vermeer Midwest of Fowlerville, MI in the amount of \$106,575.78.

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the additional Confidence Plus Three (3) year warranty in the amount of \$11,724.49.