



City of Plymouth
City Commission Regular Meeting Minutes
Monday, November 1, 2021 - 7:00 p.m.
Plymouth City Hall and Online Zoom Webinar

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

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Phone 734-453-1234
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1. CALL TO ORDER

- a. Mayor Wolcott called the meeting to order at 7:01 p.m., followed by the Pledge of Allegiance.
- b. Roll Call

Present: Mayor Oliver Wolcott, Mayor Pro Tem Nick Moroz, Commissioners Suzi Deal, Kelly O'Donnell, Tony Sebastian, and Marques Thomey

Also present: City Manager Paul Sincock, Attorney Robert Marzano, and various members of the City administration

2. CITIZENS COMMENTS

Ellen Elliott, 404 Irvin, thanked Wolcott and Thomey for their service.

3. APPROVAL OF THE AGENDA

Thomey offered a motion, seconded by Sebastian, to approve the agenda for Monday, November 1, 2021.

There was a roll call vote.

Yes: Sebastian, Thomey, Moroz, O'Donnell, Deal, Wolcott

MOTION PASSED 6-0

4. ENACTMENT OF THE CONSENT AGENDA

- a. Approval of October 18, 2021 City Commission Regular Meeting Minutes
- b. Special Event – Santa's Plymouth Parade – Friday, November 26 5:30-7:30 p.m.
- c. Kernitz Fine Candies 70th Anniversary – Saturday, November 13, 2021 – 11 a.m. – 5 p.m.

Sebastian offered a motion, seconded by Moroz, to approve the consent agenda.

There was a roll call vote.

Yes: Sebastian, Thomey, Moroz, O'Donnell, Deal, Wolcott

MOTION PASSED 6-0

5. COMMISSION COMMENTS

Wolcott recognized the following employee anniversaries: Sgt. Justin Bulmer – 14 years, Finance Clerk Dawn Shipe – 11 years, Officer David Cowell – 6 years, Parking Enforcement Officer David Isoms – 2 years.

6. PRESENTATION

- a. Community Survey – Dr. Greg Plagens, Eastern Michigan University
Plagens described the sampling process, stating 175 homes from each of the four voting precincts in the City were randomly selected to receive surveys. There was a response rate of 33.7%, considered to be an excellent response. Selected findings include 92% of respondents saying they were

satisfied or very satisfied with the City of Plymouth as a place to live, 20% of respondents reporting they were dissatisfied with parking and 83% saying they approved of using parking spaces for outdoor dining. Given an opportunity to ask questions, resident Jennifer Kehoe asked whether ethnicities of respondents were known and Plagens responded that they were not. Resident Ellen Elliott asked that members of the City's boards and commissions be allowed to have input regarding questions on future surveys.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

a. Second and Final Reading Ordinance Text Amendment for RM-1/RM-2

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

RESOLUTION 2021-90

- WHEREAS The Planning Commission reviewed, and City Commission adopted the Master Plan as required by Public Act 33 of 2008 in September 2018; and
- WHEREAS The proposed ordinance language amendments align with the City's Master Plan; and
- WHEREAS The City Commission is engaged in the Redevelopment Ready Communities program through the Michigan Economic Development Corporation; and
- WHEREAS The proposed amendments to the RM-1, RM-2, and Multi-Family residential district ordinance language aligns with Redevelopment Ready Communities Best Practice Number Two; and
- WHEREAS The Planning Commission held a public hearing to hear comments on the RM-1 and **RM-2**, Multi-Family Residential district amendments; and
- WHEREAS The Planning Commission approved the final draft of the RM-1 and RM-2, Multi-Family Residential district amendments on October 13, 2021, and The City Commission has completed a first and second reading of proposed text amendments to the RM-1 and RM-2, Multi-Family Residential Zoning language.

NOW THEREFORE BE IT RESOLVED THAT the City Commission does hereby approve the proposed text amendments to the RM-1 and RM-2, Multi-Family Residential district ordinance language as presented

NOW THEREFORE BE IT FURTHER RESOLVED THAT the City Commission directs the administration to publish the approved amendments as legally required prior to them taking effect.

ARTICLE II. - DEFINITIONS

78-21. – Definitions.

Duplex means a building divided into two-self-contained dwelling units.

Townhome/Rowhouse means a building containing three or more dwelling units arranged side by side, separated from each other by a firewall and having separate direct means of egress and ingress to each unit from the outside.

Sixplex means a building divided into six self-contained dwelling units.

Stacked flat means a building containing two or more dwelling units with at least one unit entirely or partially above another.

Triplex means a building divided into three self-contained dwelling units.

Quadplex means a building divided into four self-contained dwelling units.

ARTICLE VI. RM-1, RM-2 MULTIPLE-FAMILY RESIDENTIAL DISTRICTS

Sec. 78-61. Principal uses permitted.

In a multiple-family district no building or land, except as otherwise provided in this chapter, shall be erected or used except for one or more of the following specified purposes and shall be permitted subject to the review and approval of the site plan by the planning commission. Such review of the site plan is required to find proper relationships between development features as they relate to traffic safety and appropriate design of service roads, driveways, parking areas; accessory buildings, and open space.

- (1) Multiple-family dwellings.
- (2) Duplexes.
- (3) Triplexes.
- (4) Quadplexes.
- (5) Sixplexes.
- (6) Stacked flats.
- (7) Single-family detached dwellings.
- (8) Publicly owned and operated libraries, parks, parkways and recreational facilities.
- (9) Planned unit development pursuant to article 24.
- (10) Cemeteries.
- (11) Family day care homes.
- (12) Group day care home subject to section 78-297.
- (13) Adult foster care family homes.
- (14) Adult foster care small group home subject to section 78-298.

- (15) Accessory uses, subject to provisions of article 21.
- (16) Home occupations subject to provisions of section 78-212.
- (17) Essential public services.
- (18) Townhomes/Rowhouses and attached single-family units.

Sec. 78-62. Special land uses permitted after review and approval.

The following uses may be permitted by the planning commission subject to article 23, 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) General hospitals not to exceed four stories when the following conditions are met:
 - a. All such hospitals shall be developed only on sites consisting of at least five acres in area, and shall not be permitted on a lot or lots of record.
 - b. The proposed site shall have at least one property line abutting a major thoroughfare.
 - c. The minimum distance of any main or accessory building from bounding lot lines or streets shall be at least 100 feet for front, rear and side yards for all two-story structures. For every story above two, the minimum yard distance shall be increased by at least 20 feet.
 - d. Ambulance and delivery areas shall be provided with an obscuring screen in accordance with the provisions of section 78-206. Ingress and egress to the site shall be directly from a major thoroughfare.
 - e. All ingress and egress to the off-street parking area, for guests, employees, staff, as well as any other uses of the facilities, shall be directly from a major thoroughfare.

O'Donnell offered a friendly amendment to move item 18 after item 6 in the list of principal uses permitted.

Thomey and Moroz accepted the friendly amendment.

There was a roll call vote.

Yes: Sebastian, Thomey, Moroz, O'Donnell, Deal, Wolcott

MOTION PASSED 6-0

b. First Quarter Budget Amendments

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

RESOLUTION 2021-91

WHEREAS Certain expenditures require allocation to departments differently than originally projected in the 2021-2022 budget; and

WHEREAS Revenue forecasts and expenditure patterns require modifications to the original budgetary allocation established in June 2021.

NOW THEREFORE BE IT RESOLVED THAT the 2021-2022 City Budget is hereby amended as indicated in the 1st quarter amendments column of the attached budget adjustment summary which is hereby made a part of this resolution.

BE IT FURTHER RESOLVED that the Finance Director is hereby authorized to make the line item changes necessary to implement these budgetary amendments.

**BUDGET ADJUSTMENT SUMMARY
FIRST QUARTER - FY 21-22**

FUND DEPT./ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
GENERAL FUND REVENUE:							
#101							
Property Taxes	8,881,420	-	-	-	-	-	8,881,420
Licenses & Permits	3,700	-	-	-	-	-	3,700
Federal/State Grants	460,000	-	-	-	-	-	460,000
State-Shared Revenues	1,067,861	-	-	-	-	-	1,067,861
Charges for Services	648,580	7,000	-	-	-	7,000	655,580
Concessory Revenues	167,600	-	-	-	-	-	167,600
Parking Revenues	65,200	-	-	-	-	-	65,200
Other Operating Revenues	648,640	10,000	-	-	-	10,000	658,640
Appropriation of Surplus	180,000	-	-	-	-	-	180,000
Total Operating Revenue	9,982,371	17,000	-	-	-	17,000	9,999,371
Transfers In From Other Sources	10,000	-	-	-	-	-	10,000
Total Revenue All Classes	9,992,371	17,000	-	-	-	17,000	10,009,371
GENERAL FUND EXP:							
#101							
City Commission	116,100	75	-	-	-	75	116,175
City Manager	327,025	-	-	-	-	-	327,025
Legal Services	852,800	-	-	-	-	-	852,800
Finance Department	478,080	480	-	-	-	480	478,560
City Clerk	164,820	-	-	-	-	-	164,820
City Assessor	86,780	-	-	-	-	-	86,780
Management Information Services	292,825	-	-	-	-	-	292,825
Election Services	101,680	-	-	-	-	-	101,680
Cemetery	164,470	30	-	-	-	30	164,500
Police Department	4,182,070	25,000	-	-	-	25,000	4,207,070
Fire Department	1,065,220	4,140	-	-	-	4,140	1,070,080
MSO Administration	326,020	185	-	-	-	185	326,205
City Hall Maintenance	138,015	-	-	-	-	-	138,015
Parks & Public Property	208,900	-	-	-	-	-	208,900
MSO Yard Maintenance	81,335	-	-	-	-	-	81,335
Street Lighting	163,000	-	-	-	-	-	163,000
Miscellaneous MSO Services	1,570	-	-	-	-	-	1,570
Bulbway Maintenance Expense	-	80	-	-	-	80	80
Special Events	178,310	-	-	-	-	-	178,310
Parking System	50,480	-	-	-	-	-	50,480
MSO Services - ODA	172,860	-	-	-	-	-	172,860
Other Functions	159,300	-	-	-	-	-	159,300
Capital Outlay	311,800	48,000	-	-	-	48,000	359,800
Debt Service	31,234	-	-	-	-	-	31,234
Tot. Gen'l Operating Expenditures	9,982,664	78,940	-	-	-	78,940	10,061,604
Transfers Out to Other Funds	638,350	-	-	-	-	-	638,350
Contingency	371,357	(81,840)	-	-	-	(81,840)	289,517
Total Expenditures	9,992,371	17,000	-	-	-	17,000	10,009,371

BUDGET ADJUSTMENT SUMMARY
FIRST QUARTER - FY 21-22

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
MAJOR ST FUND REV: #202							
Gas & Weight Taxes	721,543	-				-	721,543
Contrib & Other	5,000	-				-	5,000
Appropriation of Surplus	-	-				-	-
TOTAL REVENUE	726,543	-	-	-	-	-	726,543
MAJOR ST FUND EXP: #202							
Administration/Debt	24,850	1,000				1,000	25,850
Routine Maintenance	147,380	-				-	147,380
Stormwater System Maintenance	1,000	-				-	1,000
Traffic Signal Maintenance	64,289	1,300				1,300	65,589
Snow & Ice Control	75,470	-				-	75,470
Road Construction	30,000	-				-	30,000
Transfers Out to Other Funds	360,772	-				-	360,772
Contingency	22,791	(2,300)				(2,300)	20,491
TOTAL EXPENDITURES	726,543	-	-	-	-	-	726,543

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
LOCAL ST FUND REV: #203							
Gas & Weight Taxes	289,845	-				-	289,845
Contrib & Other	371,202	-				-	371,202
Appropriation of Surplus	-	-				-	-
TOTAL REVENUE	661,047	-	-	-	-	-	661,047
LOCAL ST FUND EXP: #203							
Administration/Debt	25,250	2,000				2,000	27,250
Routine Maintenance	166,320	-				-	166,320
Stormwater System Maintenance	1,000	-				-	1,000
Traffic Signal Maintenance	47,350	-				-	47,350
Snow & Ice Control	37,100	-				-	37,100
Road Construction	45,000	-				-	45,000
Contingency	339,027	(2,000)				(2,000)	337,027
TOTAL EXPENDITURES	661,047	-	-	-	-	-	661,047

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
RECREATION FUND REV: #206							
Cultural Center Revenues	531,000	-				-	531,000
Transfer from General Fund	500,000	-				-	500,000
Administrative Charges	1,000	-				-	1,000
Program Fees & Charges	302,600	-				-	302,600
Appropriation of Surplus	-	-				-	-
TOTAL REVENUE	1,334,600	-	-	-	-	-	1,334,600
RECREATION FUND EXP: #208							
Cultural Center & Administration	962,010	8,600				8,600	970,610
Basic Skills	7,785	-				-	7,785
Recreation Vending	-	-				-	-
Recreation Services	21,805	-				-	21,805
Adult Athletics	-	-				-	-
Youth Athletics	4,800	-				-	4,800
Miracle League	9,100	-				-	9,100
PCHA	17,000	-				-	17,000
PCHA - Mini Mitts	4,775	100				100	4,875
MSO Services	4,500	910				910	5,410
Soccer	89,735	-				-	89,735
Liquor	3,540	-				-	3,540
Classes & Special Events	9,150	-				-	9,150
Therapeutic Program	1,000	-				-	1,000
Senior Programs-Classes	5,025	-				-	5,025
Plymouth-Canton Steelers	-	-				-	-
Capital Outlay	-	-				-	-
Contingency	194,675	(7,510)				(7,510)	187,165
TOTAL EXPENDITURES	1,334,600	-	-	-	-	-	1,334,600

BUDGET ADJUSTMENT SUMMARY
FIRST QUARTER - FY 21-22

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
SOLID WASTE FUND REV:	#226						
Property Taxes	1,095,770	-	-	-	-	-	1,095,770
Sales of Service	440,600	1,500	-	-	-	1,500	442,100
Transfer from General Fund	10,340	-	-	-	-	-	10,340
Appropriation of Surplus	50,000	-	-	-	-	-	50,000
TOTAL REVENUE	1,596,710	1,500	-	-	-	1,500	1,598,210
SOLID WASTE FUND EXP:	#226						
Operating Expenses	1,570,068	500	-	-	-	500	1,570,568
Landfill Closure	3,142	1,000	-	-	-	1,000	4,142
Contingency	17,500	-	-	-	-	-	17,500
Transfers Out to Other Funds	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,590,710	1,500	-	-	-	1,500	1,592,210

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
DDA OPER FUND REV:	#248						
Property Taxes-Non School	1,073,870	-	-	-	-	-	1,073,870
Program Fees & Other	61,550	-	-	-	-	-	61,550
Appropriation of Surplus	-	169,710	-	-	-	169,710	169,710
TOTAL REVENUES	1,135,420	169,710	-	-	-	169,710	1,305,130
DDA OPER FUND EXP:	#248						
Administration	320,030	1,850	-	-	-	1,850	321,880
Police Services	33,250	-	-	-	-	-	33,250
Parking System	43,920	4,500	-	-	-	4,500	48,420
Saxon Parking Facility	-	1,650	-	-	-	1,650	1,650
DDA Marketing	88,700	-	-	-	-	-	88,700
Streetscape Maintenance	284,070	2,150	-	-	-	2,150	286,220
Contrib to DDA Debt Funds	223,510	-	-	-	-	-	223,510
Contrib to DDA Cap Imp Fund	25,000	276,500	-	-	-	276,500	301,500
Contingency	116,940	(116,940)	-	-	-	(116,940)	-
TOTAL EXPENDITURES	1,135,420	169,710	-	-	-	169,710	1,305,130

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
BLDG & ENGINEERING FD REV:	#249						
Permit Fees	584,850	1,700	-	-	-	1,700	586,550
Contrib. & Other	40,000	(1,500)	-	-	-	(1,500)	38,500
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	604,850	200	-	-	-	200	605,050
BLDG & ENGINEERING FD EXP:	#249						
Engineering/Inspections	587,560	200	-	-	-	200	587,760
Capital Outlay	-	-	-	-	-	-	-
Contingency	17,290	-	-	-	-	-	17,290
TOTAL EXPENDITURES	604,850	200	-	-	-	200	605,050

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
NBHD SERVICES FUND REV:	#252						
Miscellaneous	19,720	-	-	-	-	-	19,720
Transfer from General Fund	73,010	-	-	-	-	-	73,010
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	92,730	-	-	-	-	-	92,730
NBHD SERVICES FUND EXP:	#252						
Administration	500	-	-	-	-	-	500
OVDA Community Center	2,000	-	-	-	-	-	2,000
Senior Transportation	86,550	220	-	-	-	220	86,770
Contingency	3,680	(220)	-	-	-	(220)	3,460
TOTAL EXPENDITURES	92,730	-	-	-	-	-	92,730

BUDGET ADJUSTMENT SUMMARY
FIRST QUARTER - FY 21-22

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
DDA CAP IMP FUND REV:							
Contrib. & Other	25,050	276,500				276,500	301,550
Appropriation of Surplus	-	1,685				1,685	1,685
TOTAL REVENUES	25,050	278,085	-	-	-	278,085	303,135
DDA CAP IMP FUND EXP:							
Capital Improvements	25,050	278,085				278,085	303,135
Contingency	-	-				-	-
TOTAL EXPENDITURES	25,050	278,085	-	-	-	278,085	303,135

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
WATER/SEWER OPER FUND REV:							
Sales & Service Charges	4,517,005	-				-	4,517,005
Sale of Bonds	-	-				-	-
Appropriation of Surplus	-	-				-	-
TOTAL REVENUES	4,517,005	-	-	-	-	-	4,517,005
WATER/SEWER OPER FUND EXP:							
Administration	3,503,715	3,200				3,200	3,506,915
Trunk & Lateral	214,650	-				-	214,650
Mains Maintenance	230,850	1,265				1,265	232,115
Meter Maintenance	149,791	50				50	149,841
Service Maintenance	41,350	550				550	41,900
Hydrant Maintenance	45,420	-				-	45,420
Capital Outlay	-	-				-	-
Contingency	331,229	(5,065)				(5,065)	326,164
TOTAL EXPENDITURES	4,517,005	-	-	-	-	-	4,517,005

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
EQUIPMENT FUND REV:							
Miscellaneous	809,210	-				-	809,210
Appropriation of Surplus	-	-				-	-
TOTAL REVENUES	809,210	-	-	-	-	-	809,210
EQUIPMENT FUND EXP:							
Miscellaneous	762,520	-				-	762,520
Contingency	46,690	-				-	46,690
TOTAL EXPENDITURES	809,210	-	-	-	-	-	809,210

There was a discussion about the forthcoming \$958,136 American Rescue Plan funds and the CARES Act funding that was received in FY 2021.

There was a roll call vote.

Yes: Sebastian, Thomey, Moroz, O'Donnell, Deal, Wolcott

MOTION PASSED 6-0

9. REPORTS AND CORRESPONDENCE

a. Liaison Reports

Thomey said he attended a ribbon cutting at Growth Works last week and the Northville Plymouth Fire Advisory Board earlier in the day. He said the fire department plans to work to identify trends proactively, focus a training on mental health and a revise their general orders.

Deal reported the HDC met last week and the DDA would be meeting next week. She also said police department awards would be presented on Thursday, November 4 at 6:30 p.m. at the Plymouth Cultural Center.

O'Donnell said the Planning Commission had a special meeting last week and approved projects at Colonial Veterinarian Clinic and EG Nicks.

Thomey said his time on the City Commission had been a positive experience and that he would miss serving. Commission members thanked him for serving.

Wolcott said he enjoyed serving as a City Commissioner and as Mayor and thanked everyone involved in making Plymouth so special. The group thanked him for everything he has done.

10. ADJOURNMENT

Hearing no further discussion, Wolcott asked for a motion to adjourn at 8:19 p.m. A motion to adjourn was offered by Moroz and seconded by Thomey.

There was a roll call vote.

Yes: Sebastian, Thomey, Moroz, O'Donnell, Deal, Wolcott

MOTION PASSED 6-0

OLIVER WOLCOTT
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC
CITY CLERK