



City of Plymouth
City Commission Regular Meeting Minutes
Monday, June 20, 2022 7:00 p.m.
Lions Club Park – Burroughs and Harding

City of Plymouth
201 S. Main
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

Present: Mayor Nick Moroz, Mayor Pro Tem Tony Sebastian, Commissioners, Linda Filipczak and Kelly O'Donnell

Excused: Commissioners Suzi Deal, Jennifer Kehoe, and Alanna Maguire

Also present: City Manager Paul Sincock, Attorney Bob Marzano, Public Safety Director Al Cox, and various members of the City administration

2. APPROVAL OF MINUTES

Filipczak offered a motion, seconded by O'Donnell, to approve the minutes of the June 6, 2022 meeting.

MOTION PASSED 4-0

3. APPROVAL OF THE AGENDA

Filipczak offered a motion, seconded by O'Donnell, to approve the agenda for Monday, June 20, 2022.

MOTION PASSED 4-0

4. ENACTMENT OF THE CONSENT AGENDA

a. Approval of May 2022 Bills

b. Special Event: Bumpers, Bikes & Bands- Sunday, July 17, 2022

c. Special Event: Inside-Out Sales- Friday-Saturday, July 29-30, 2022

MOTION PASSED 4-0

5. CITIZEN COMMENTS

Ellen Elliott, 404 Irvin, thanked the administration and staff for their response to a police situation last week.

6. COMMISSION COMMENTS

Filipczak, O'Donnell, Sebastian, and Moroz all commended the police department and the staff for exemplary work during a recent police incident, noting that extensive police training proved valuable in this instance.

Filipczak asked Moroz whether the 14% salary increase for 35th District Court personnel was a budgeted expense. Moroz said the \$30,000 expense was not in the budget that passed in December of 2021.

Moroz thanked the administration and staff for the First Responders Open House, the concerts at Kellogg Park, and for keeping the City clean.

PUBLIC HEARING

a. Noxious Weeds Ordinance Amendment Final Reading

Moroz opened the public hearing at 7:14 p.m. Hearing no public comments, he closed the hearing at 7:15 p.m.

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2022-41

WHEREAS The City Commission of the City of Plymouth hereby wants to amend the Plymouth City Code Chapter 18, Article XIV, Division 3 – Noxious Weeds; and

WHEREAS The City Commission in their Strategic Plan has adopted a key objective to prioritize native and pollinator-friendly plants; and

WHEREAS Goldenrod has been found to positively contribute to pollinator species; and

WHEREAS The State of Michigan enacted Public Act 359 of 1941 known as Noxious Weeds which the ordinance amendments are modeled upon.

NOW THEREFORE BE IT RESOLVED THAT the City Commission does hereby approve the second and final reading of the amendments to the Noxious Weeds ordinance.

DELETE:

Sec. 18-751 “crab grass (*Digitaria sanguinalis*)” “*Rhus vernie*” “goldenrod, and all weeds or grasses over eight inches in height, on the average”

Sec. 18-752 “each year and to again destroy same”

Sec. 18-755 “It shall be the duty of the city manager or his agent to post notices in not less than three conspicuous places within the city and to publish a copy of the notice issued under this division at least once in a newspaper of general circulation within the city each calendar year, prior to the growing seasons. In the alternative”

ADD:

Sec. 18-751 “giant hogweed (*Heracleum mantegazzianum*)” “*Toxicodendron vernix*” “(*Ambrosia elatior* l.), Siberian Elm (*Ulmus pumila*), Tree of Heaven (*Ailanthus altissima*), common buckthorn (*Rhamnus cathartica*), Glossy buckthorn (*frangula alnus* syn., *Rhamnus frangula*), Tatarian honeysuckle (*Lonicera tatarica*), Morrow’s honeysuckle (*Lonicera morrowii*), Bell’s honeysuckle (*Lonicera x bella*), Amur honeysuckle (*Lonicera maackii*), Autumn Olive (*Elaeagnus umbellata*), Russian olive (*Elaeagnus angustifolia*)”

Sec. 18-752 “for the duration of each year”

Sec. 18-753 through 755 “or her”

Sec. 18-755 “in excess of eight inches on average”

Sec. 18-751. Definitions.

The following words, terms, and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Noxious weeds includes Canada thistle (*Cirsium arvense*), dodders (any species of *Cuscuta*), mustards (Charlock, black mustard and Indian mustard; species of *Brassica*, or *Sinapis*), wild carrot (*Daucus carota*), bindweed (*Convolvulus arvensis*), perennial sowthistle (*Sonchus arvensis*), hoary alyssum (*Berteroa incana*), giant hogweed (*Heracleum mantegazzianum*), quack-grass (*Syropyron repens*), ~~crab-grass (*Digitaria sanguinalis*)~~, poison ivy (*Rhus toxicodendron*), poison sumac (~~*Toxicodendron vernix*~~*Rhus vernie*), ragweed (*Ambrosia elatior* l.), Siberian Elm (*Ulmus pumila*), Tree of Heaven (*Ailanthus altissima*), common buckthorn (*Rhamnus cathartica*), Glossy buckthorn (*frangula alnus* syn., *Rhamnus frangula*), Tatarian honeysuckle (*Lonicera tatarica*), Morrow’s honeysuckle (*Lonicera morrowii*), Bell’s honeysuckle (*Lonicera x bella*), Amur honeysuckle (*Lonicera maackii*), Autumn Olive (*Elaeagnus umbellata*), Russian olive (*Elaeagnus angustifolia*) ~~goldenrod, and all weeds or grasses over eight inches in height, on the average,~~ or other plants ~~or grasses~~ which, in the opinion of the city commission, shall be regarded as a common nuisance.

(Ord. No. 16-04, 8-1-16)

Sec. 18-752. Duty to cut.

It shall be the duty of every owner, occupant, or person having charge of any land within the city to cut down or cause to be cut down and destroyed all grass and/or noxious weeds ~~each year and to again destroy same~~ as often as may be necessary for the duration of each year to prevent same from going to seed or exceeding a height of eight inches, on the average.

(Ord. No. 16-04, 8-1-16)

Sec. 18-753. Cutting by city.

If any owner, occupant, or person having charge of any land within the city shall refuse or neglect to cut and destroy all grass and/or noxious weeds as provided in this division, then the city manager or his or her agent shall cause the land to be entered upon by city employees or a city contractor for the purpose of cutting and destroying such grass and/or weeds and such entering upon shall not be deemed a trespass.

(Ord. No. 16-04, 8-1-16)

Sec. 18-754. Costs.

The city manager or his or her agent shall keep an accurate account of expense incurred for each lot or parcel of land in carrying out the provisions of section 18-753 and such expense shall be charged against such lot or premises and collected by giving notice thereof to the

owner of the premises. If such expense or charge shall not be paid the same shall be assessed against the premises and collected as provided by section 12.22 of the city Charter.

(Ord. No. 16-04, 8-1-16)

Sec. 18-755. Notice.

~~It shall be the duty of the city manager or his agent to post notices in not less than three conspicuous places within the city and to publish a copy of the notice issued under this division at least once in a newspaper of general circulation within the city each calendar year, prior to the growing season. In the alternative, T~~the city manager or his or her agent shall notify by first class mail or by posting notice in a conspicuous location on the property, the owner, agent, or occupant of any lands on which grass and/or noxious weeds are found growing in excess of eight inches on the average. Such notice shall require that the person having charge of such land cut down or cause to be cut down and destroyed all grass and/or noxious weeds in excess of eight inches on the average within 24 hours, and shall contain a summary of the provisions of this division. Failure of the city manager or his or her agent to give notice shall not, however, constitute a defense to any action to enforce the payment of any penalty provided for, or debt created under, the provisions of this division.

(Ord. No. 16-04, 8-1-16)

Sec. 18-756. Penalty.

Any owner, occupant, or person having charge of a lot or parcel of land, who shall refuse or neglect to cut down or cause to be cut down all grass and/or noxious weeds shall, upon conviction, be subject to a fine not to exceed \$100.00 for the first offense, \$150.00 for the second offense, and \$200.00 for the third and each subsequent offense in the given growing season. Further the costs of such mowing shall be charged in addition to the fines. Such amounts as are paid to the city under the provisions of this division shall be deposited into a special purpose fund to be known as the Noxious Weed Control Fund.

(Ord. No. 16-04, 8-1-16)

Secs. 18-757—18-775. Reserved.

Cross reference(s)—Definitions generally, § 1-2.

MOTION PASSED 4-0

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

a. Recreation Class Instructor Policy Update

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2022-42

WHEREAS The City of Plymouth operates a Parks and Recreation Department in order to protect and promote the public welfare and to help provide for public safety of the residents; and

WHEREAS From time to time it is necessary to review and update the policies of the Recreation Department.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the Recreation Department Policy Handbook as updated on 06-20-22. The adopted policies shall have immediate effect.

MOTION PASSED 4-0

b. Property and Liability Insurance Coverage Renewal 2022-23

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2022-43

WHEREAS The City of Plymouth operates a number of vehicles and buildings and there is a need to insure the operations of the City in order to protect the public health, safety and welfare; and

WHEREAS HUB International has been providing excellent service and very competitive liability insurance coverage premiums for the City through Trident Insurance since 2009-10; and

WHEREAS The annual property and liability insurance renewal will soon be due and the expected total premiums quoted by HUB International (excluding any changes through the upcoming the year) is \$234,133.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize payment of the Commercial Property and Liability Insurance Package annual premiums to HUB International Midwest in an amount not to exceed \$234,133. Funding for these premiums are authorized from the various funds as determined by the City's budget.

c. Water and Sewer- Rate Card #25

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

RESOLUTION 2022-44

WHEREAS The City of Plymouth operates a water and sewer system to protect the public health, safety and welfare; and

WHEREAS The Great Lakes Water Authority has imposed rate adjustments for wholesale water and sewer service charges to the City of Plymouth effective July 1, 2022; and

WHEREAS Other operating and capital costs for both water and sewer operating systems have changed from the prior fiscal year; and

WHEREAS Total estimated costs for operations and capital needs for fiscal year 2022-23 have remained stable from those for fiscal year 2021-22.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt Water and Sewer Rate Card #25 (attached to this resolution) to be effective for all services beginning on July 1, 2022 establishing a water rate of \$6.10 per 1,000 gallons consumed and a sewer rate of \$7.81 per 1,000 of gallons of water consumed for fiscal year 2022-23.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby directed to publish Water and Sewer Rate Card #25 to inform the residents of the newly established rate structure.

Effective July 1, 2022

City of Plymouth Water and Sewer Rate Card # 25					
Water Rate		Sewer Rate		Minimum Billing: 4,000 Gallons	
Per 1000 Gallons					
	\$6.10		\$7.81		
Ready to Serve Charges Quarterly Fees		Water Tap Fees Plus Time and Material for City Inspections, Supervisors and Crew		Sanitary Sewer Tap Fees/ Storm Sewer Tap Fees Plus Time and Material for City Inspections, Supervisors and Crew	
Meter Size	Charge	Tap Size	Charge	Tap Size	Charge
		Up to and including 1" Tap		Up to and including 6" Tap	
5/8"	\$11.56		\$3,530.00		\$10,000.00
3/4"	\$13.00	1.5" Tap	\$3,750.00	8" Tap	\$25,000.00
1"	\$19.76	2" Tap	\$6,815.00	10" Tap	\$40,000.00
1.5"	\$39.65	3" Tap	\$11,410.00	12" Tap	\$55,000.00
2"	\$62.92	4" Tap	\$19,274.00	14" Tap	\$70,000.00
3"	\$117.96	6" Tap	\$38,792.00		
4"	\$185.22	8" Tap	\$50,000.00		
6"	\$389.20	For Sizes Not Listed Multiply Tap Diameter By \$81.25.00			

> Commercial Sewer Surcharge-Fees are Billed as Mandated on a One-for-One Basis

> Non-Residential Customers are Billed Monthly

> There Will Be a Maximum of 20 Days From Water Billing Date to Due Date

> New Water Service Meter Fee = Installation Time and Material plus 15%

> There is a \$90.00 Fee for "After Hours" Water Turn on/off

ADDITIONAL SEWER FEES

Property owner is responsible for all sewer leads, pipes, and taps up to and including the connection to the City's mains. Property owner is responsible for the repair and/or replacement of any publicly owned property including, but not limited to grass, sod, top soil, trees, curb, gutter, street pavement and base material.

CONSTRUCTION PURPOSES

For building or construction purposes, the daily charges shall be made for the use of water from the time of installation of the service pipe until meter installation:

Service Pipe Size	Charge
3/4"	\$50.00
1"	\$60.00
1.5"	\$85.00
2"	\$115.00
3"	\$165.00
4"	\$195.00
6"	\$385.00
8"	\$750.00

All connections to the water supply system or the sewer disposal system shall be made by and at the expense of the property owner or user so connecting, subject to any rules or regulations therefore now or hereafter established by the city, and subject to inspection and approval prior to use. A permit for such connection shall be obtained in advance from the city, and the property owner or user making such connection shall pay all inspection charges now or hereafter established by the city prior to the use thereof.

Property owner is responsible for TAP compliance with ALL Federal, State or Local Rules, Regulations, or Laws.

TAPS RESTRICTED

The term "tap" as used herein shall include any opening or outlet heretofore or hereafter made in the water system, for the purpose of withdrawing water therefrom for any use, public or private, either commercial or domestic, excepting fire hydrants. No taps shall be made to the system unless authorized by the proper city authorities.

>> Non-Payment Penalty - 15% Added To Total Bill For All Bills Paid After The Due Date <<

MOTION PASSED 4-0

d. Authorization to Purchase Special Services Vehicles

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2022-45

WHEREAS The City of Plymouth operates a department to help protect the public health, safety, and welfare; and

WHEREAS From time-to-time vehicles used by the various Departments need to be replaced; and

WHEREAS There is a need to replace two special service Chevrolet Tahoe units; and

WHEREAS The City of Plymouth received a proposal from Berger Chevrolet using the Oakland County Purchasing Plan to purchase two (2) Special Services Vehicles.

NOW THEREFORE BE IT RESOLVED THAT the Plymouth City Commission authorize the purchase of two (2) new Special Services Chevrolet Tahoes in the amount of \$38,679 each for a total expenditure of \$78,358. Further, funding for this purchase is authorized from the Equipment Fund in the 2022 – 23 Budget Year.

MOTION PASSED 4-0

e. Lexipol Policy Subscription Service Renewal 2022-23

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2022-46

WHEREAS The City of Plymouth operates a Police Department to help protect the public health, safety, and welfare; and

WHEREAS There is a need to ensure that the Department's policies are current and in line with current law and best practices; and

WHEREAS The City Administration has requested the use of the Lexipol Subscription Service to assist with the review of Department policies and procedures and this expense has been budgeted by the City Commission.

NOW THEREFORE BE IT RESOLVED That the City Commission of the City of Plymouth does hereby authorize the purchase of the Lexipol Subscription Service in the amount of 8,873.76 for the City of Plymouth Police Department. Lexipol Subscription Service is a sole vendor and is recommended by the City Administration. Funding for this purchase is from the General Fund.

MOTION PASSED 4-0

f. Cemetery Rates and Rules

The following resolution was offered by Filipczak and seconded by O'Donnell

RESOLUTION 2022-47

WHEREAS The City of Plymouth operates two municipally owned cemeteries and has a Cemetery Board of Trustees appointed to make recommendations to the City Commission; and

WHEREAS The Cemetery Board of Trustees did meet in May of this year for the purpose of reviewing rules, regulations, and operations of the cemeteries; and

WHEREAS At this meeting the Cemetery Board of Trustees did review the pricing structure for services, lots, and other services at Riverside Cemetery; and

WHEREAS The Cemetery Board of Trustees also reviewed the cemetery rules; and

WHEREAS After the review the Cemetery Board of Trustees did recommend to the City Commission changes in the current rate structure and that the cemetery rules be updated.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby accept the recommendation of the Cemetery Board of Trustees related to the various rate structures for the Cemetery and does hereby adopt the proposed rate structure as proposed by the Cemetery Board of Trustees and that minor adjustments cemetery rules be made as outlined by the Cemetery Board of Trustees.

Riverside Cemetery Rates and Fees

A **resident** is any property tax paying person residing within the corporate limits of the City of Plymouth.

A **non-resident** is any person living outside the corporate limits of the City of Plymouth and a person residing within the corporate limits of the City of Plymouth, but who does not pay property taxes to the City of Plymouth.

Grave Prices

	Resident - Current	Resident - Proposed	Non-Res - Current	Non-Res - Proposed
Single Grave (Block K or O)	\$900.00	\$1,000.00	\$1,750.00	\$1,900.00
Single Grave (Other Blocks)	\$1,100.00	\$1,200.00	\$1,950.00	\$2,100.00
Two Plot Graves (Block M)	\$1,800.00	\$2,000.00	\$3,500.00	\$3,800.00
Family Plot (6 Graves)	\$5,400.00	\$6,000.00	\$10,500.00	\$11,400.00
Family Plot (10 Graves)	\$9,000.00	\$10,000.00	\$17,500.00	\$19,000.00
Infant Grave (Block G)	\$100.00	\$200.00	\$150.00	\$300.00

Grave buy backs are at the discretion of the City Sexton. One single adult grave may be sold back to the City at \$500.00.

Opening and Closing Costs - Graves

The cost to open and close a grave, niche, or crypt is due upon burial and cannot be pre-paid. Opening and closing costs depend on the day and time of interment. Monday through Friday rates are between 8:00 a.m. and 2:00 p.m. Saturday and OT rates apply to interments scheduled after 2:00 p.m. Monday through Friday and anytime on Saturdays. A winter surcharge fee will apply to all burials scheduled between November 15 and April 14.

	Resident - Current	Resident - Proposed	Non-Res - Current	Non-Res - Proposed
Cremains (Monday through Friday)	\$250.00	\$400.00	\$400.00	\$550.00
Cremains (Saturday & OT)	\$300.00	\$500.00	\$500.00	\$650.00
Cremains (Sunday and Holiday)	\$350.00	\$550.00	\$550.00	\$700.00
Cremains (Winter surcharge)	\$50.00	\$100.00	\$100.00	\$200.00
Adult Full Body (Monday through Friday)	\$950.00	\$1,000.00	\$1,500.00	\$1,600.00
Adult Full Body (Saturday & OT)	\$1,100.00	\$1,200.00	\$1,650.00	\$1,800.00
Adult Full Body (Sunday and Holiday)	\$1,200.00	\$1,400.00	\$1,750.00	\$2,000.00
Adult Full Body (Winter surcharge)	\$250.00	\$300.00	\$350.00	\$400.00
Child Full Body	\$210.00	\$250.00	\$310.00	\$350.00
Child Full Body (Saturday & OT)	\$245.00	\$325.00	\$365.00	\$425.00
Child Full Body (Sunday and Holiday)	\$335.00	\$400.00	\$455.00	\$500.00
Child Full Body (Winter surcharge)	\$75.00	\$100.00	\$100.00	\$150.00
Infant Full Body	\$100.00	\$100.00	\$130.00	\$150.00
Infant Full Body (Saturday & OT)	\$125.00	\$175.00	\$185.00	\$225.00
Infant Full Body (Sunday and Holiday)	\$215.00	\$250.00	\$275.00	\$300.00
Infant Full Body (Winter surcharge)	\$25.00	\$50.00	\$50.00	\$100.00
Disinterment (4-hour minimum)	Applicable interment fee plus 50%	\$4,500.00	Applicable interment fee plus 50%	\$5,000.00

Adult full body accommodates a burial box of 4-feet or greater in length.

Child full body accommodates a burial box between 3-feet and 4-feet in length.

Infant full body accommodates a burial box of up to 3-feet in length

Crypt and Niche Prices

	Resident - Current	Resident - Proposed	Non-Res - Current	Non-Res - Proposed
Niche (Lower Two Rows)	\$1,050.00	\$1,050.00	\$1,100.00	\$1,100.00
Niche (Middle Two Rows)	\$1,450.00	\$1,450.00	\$1,500.00	\$1,500.00
Niche (Upper Two Rows)	\$1,250.00	\$1,250.00	\$1,300.00	\$1,300.00
Single Crypt (Lower Level)	\$3,450.00	\$3,450.00	\$3,550.00	\$3,550.00
Single Crypt (Eye Level)	\$3,850.00	\$3,850.00	\$3,950.00	\$3,950.00
Single Crypt (Upper Level)	\$3,650.00	\$3,650.00	\$3,750.00	\$3,750.00
Double Crypt (Lower Level)	\$5,750.00	\$5,750.00	\$5,850.00	\$5,850.00
Double Crypt (Eye Level)	\$6,550.00	\$6,550.00	\$6,650.00	\$6,650.00
Double Crypt (Upper Level)	\$6,150.00	\$6,150.00	\$6,250.00	\$6,250.00

Opening and Closing Costs - Niches and Crypts

	Resident - Current	Resident - Proposed	Non-Res - Current	Non-Res - Proposed
Niche entombment (Monday through <u>Friday</u>)	Included	Included	Included	Included
Niche entombment (<u>Saturday</u> and OT)	Included	\$300.00	Included	\$400.00
Niche entombment (Sunday and Holiday)	\$300.00	\$400.00	\$500.00	\$600.00
Second niche entombment (Monday through <u>Friday</u>)	\$200.00	\$250.00	\$300.00	\$350.00
Second niche entombment (<u>Saturday</u> and OT)	Included	\$300.00	Included	\$400.00
Second niche entombment (Sunday and Holiday)	\$350.00	\$400.00	\$500.00	\$600.00
Single crypt entombment (Monday through <u>Friday</u>)	Included	Included	Included	Included
Single crypt entombment (<u>Saturday</u> and OT)	Included	\$400.00	Included	\$600.00
Single crypt entombment (Sunday and Holiday)	\$700.00	\$700.00	\$900.00	\$900.00
Double crypt entombment (Monday through <u>Friday</u>)	Included	Included	Included	Included
Double crypt entombment (<u>Saturday</u> and OT)	Included	\$400.00	Included	\$600.00
Double crypt entombment (Sunday and Holiday)	\$700.00	\$700.00	\$900.00	\$900.00
Second double crypt entombment (Monday through <u>Friday</u>)	Included	Included	Included	Included
Second double crypt entombment (<u>Saturday</u> and OT)	Included	\$400.00	Included	\$600.00
Second double crypt entombment (Sunday and Holiday)	\$700.00	\$700.00	\$900.00	\$900.00

Mausoleum Installation Costs

Nameplate	Included
Second or replacement nameplate	Market value plus shipping
Niche vase	\$350.00
Crypt vase	\$400.00

Foundation/Marker/Monument Sizes

Foundations are required for all grave marker that are not a flush marker. The installation cost depends on the size of the grave marker/monument.

Stone Size	Installation Cost - Current	Installation Cost - Proposed
16" x 8"	\$175.00	\$200.00
20" x 10"	\$175.00	\$200.00
24" x 10"	\$190.00	\$215.00
24" x 12"	\$190.00	\$215.00
32" x 12"	\$210.00	\$235.00
32" x 14"	\$210.00	\$235.00
36" x 10"	\$210.00	\$235.00
36" x 12"	\$210.00	\$235.00
36" x 18" (maximum size for single grave)	\$210.00	\$235.00
42" x 10"	\$250.00	\$275.00
42" x 12"	\$250.00	\$275.00
46" x 12"	\$250.00	\$275.00
46" x 14"	\$250.00	\$275.00
52" x 12"	\$275.00	\$300.00
52" x 14"	\$275.00	\$300.00
58" x 18" (maximum size for two-grave marker)	\$275.00	\$300.00
Greater than 58" x 18" (approval required by Cemetery Board)	\$0.50 per square inch	\$0.50 per square inch

Setting Markers	Installation Cost - Current	Installation Cost - Proposed
Flush marker - no foundation (up to 36" x 18")	\$150.00	\$175.00
Flush marker - no foundation (greater than 36" x 18")	\$200.00	\$225.00
Veteran stone (bronze, granite, or marble)	\$190.00	\$215.00

A single adult grave measures 40" wide by 10' long.

Foundation/Marker/Monument Installation Costs

Foundations are required for all grave marker that are not a flush marker. The installation cost depends on the size of the grave marker/monument.

Foundation Size	Installation Cost - Current	Installation Cost - Proposed
24" x 12"	\$175.00	\$200.00
30" x 16"	\$190.00	\$215.00
40" x 16"	\$210.00	\$235.00
42" x 18"	\$210.00	\$235.00
52" x 18"	\$250.00	\$275.00
58" x 18"	\$275.00	\$300.00

Setting Markers	Installation Cost - Current	Installation Cost - Proposed
Flush marker - no foundation (up to 36" x 18")	\$150.00	\$175.00
Flush marker - no foundation (greater than 36" x 18")	\$200.00	\$225.00
Veteran stone (bronze marker set on foundation)	\$190.00	\$215.00
Veteran stone (flat granite flush installation, no foundation)	\$150.00	\$175.00
Veteran stone (upright marble set on foundation)	\$190.00	\$215.00

A single adult grave measures 40" wide by 10' long.

CITY OF PLYMOUTH

RIVERSIDE CEMETERY RULES

Adopted ~~May 2021~~ May 23, 2022 by Cemetery Board of Trustees

Approved June ~~2021-2022~~ by Plymouth City Commission

Effective July 1, ~~2021~~2022

Riverside Cemetery is a public cemetery, owned and operated by the City of Plymouth, Department of Municipal Services. The Cemetery Office is located at 1231 Goldsmith, Plymouth, MI 48170. The physical address of the cemetery is 680 Plymouth Rd, Plymouth, MI 48170. Phone number: 734.453.7737 office, 734.455.1666 fax, email: dms@plymouthmi.gov.

Riverside Cemetery offers cemetery lots, mausoleum crypts and niches. Services are offered on a pre-need or immediate need basis and arrangements should be made through the Cemetery Office. These rules are subject to change as deemed necessary and are interpreted at the discretion of the superintendent.

In addition to cemetery operations by the City of Plymouth Department of Municipal Services, Riverside Cemetery also has a Board of Trustees who are residents of the City. The purpose of the Board of Trustees is to review and make recommendations to the City Commission for the proper control, maintenance, and improvement of the Cemetery. ~~For current price listing, contact the cemetery at the numbers listed above.~~

SALE OF LOTS AND INTERMENT ARRANGEMENTS

1. All arrangements for burials shall be made at the City of Plymouth Department of Municipal Services, 1231 Goldsmith, either by the undertaker or by a representative of the family of the deceased. Burial fees and charges must be paid prior to the completion of services.
2. No lot rights may be transferred, purchased, or sold for speculative purposes.

DEFINITIONS

1. Block: A division of land as shown on the cemetery plot, which is determined by existing roadways and structures.
2. Lot: Numbered divisions as shown on the cemetery plot that consist of two or more graves.
3. Grave: A space of sufficient size to accommodate one adult interment.
4. Interment: The permanent disposition of the remains of a deceased person by burial.
5. Entombment: The permanent disposition of the remains of the deceased person in a tomb (mausoleum).
6. Memorial Marker: Shall include head or footstones for family or individual use that are flush with the ground.
7. Monument: Shall include a tombstone or memorial marker of a recognized durable granite/marble or standard bronze, which shall extend above the surface of the ground.
8. Lot Marker: Refers to any means used by the cemetery to locate corners of the lot or grave.
9. Mausoleum: Shall be a structure used for the individual entombment of multiple human remains.
10. Adult Burial: Shall be any burial that involves a burial box greater than ~~five~~four feet in length.
11. Child Burial: Shall be any burial box over 3 feet but less than 4 feet in length.
12. Infant Burial: Shall be any burial of child under 1 year of age, and burial box is less than 3 feet in length.
13. Cremains burial: Shall be the burial of the ashes of a cremated body.
14. Oversize Burial: Any burial over 90 inches in length or over 34 inches in width.

15. Perpetual Care: Shall consist of mowing, seeding, trimming trees and shrubbery, removing dead flowers, and general upkeep of the lot.
16. Superintendent: Shall be the City Manager or his representative.
17. Sexton: Shall be the Director of the Municipal Services Department or his representative.
18. Mourning Period: Shall be the 60 days following the interment.

INTERMENTS OR DISINTERMENTS

1. The depth of a grave for an adult burial shall be at least five feet deep. The depth of a grave for a child shall be at least four feet deep. Infant burials shall be at a depth of 3 feet and cremation burials at 2 feet.
2. Burials permitted in a single adult grave are as follows: one (1) full body burial and up to two (2) cremation burials OR up to four (4) cremation burials without a full body burial, unless permission is otherwise granted by the cemetery superintendent. The full body burial of two or more persons in a single grave is prohibited except for a parent and baby if buried at the same time. Cremations must be placed in a metal, stone, or plastic urn; glass, cardboard and wood boxes are prohibited.
3. Entombments permitted for in the Garden Mausoleum are as follows: niches accommodate two (2) cremations, single crypts accommodate one (1) full body entombment and one (1) cremation or two (2) cremations, and double crypts accommodate two (2) full body entombments or two (2) cremations.
- 3-4. The City assumes no responsibility for errors in opening graves when such errors are caused by others. Orders from undertakers will be accepted by the City as orders from the owners.
- 4-5. No grave will be opened, or body disinterred except by order of husband, wife, father, mother, son, or daughter of the deceased and then only for good cause, and the city reserves the right to refuse any such request. A body will only be released to a professional licensed in mortuary science. This provision does not apply when disinterment is ordered by a duly authorized public official.
- 5-6. Plastic full-size burial vaults for adult caskets are strictly prohibited.
- ~~6-1. Entombments permitted for in the Garden Mausoleum are as follows: niches accommodate two (2) cremations, single crypts accommodate one (1) full body entombment and one (1) cremation or two (2) cremations, and double crypts accommodate two (2) full body entombments or two (2) cremations.~~

MEMORIAL MARKERS, MONUMENTS AND MAUSOLEUMS

1. No mausoleum shall be erected without the specific approval of the Cemetery Board.
2. No monument or memorial marker shall be installed without the specific approval of the Cemetery Board, unless the proposed monument meets the following requirements:
 - a. The maximum number of monuments or memorial markers on any grave is up to one (1) upright and up to four (4) flat markers.
 - b. No matter the type of monument and/or memorial marker(s), the total area covered shall not exceed 15 square feet.
 - c. The memorial marker or monument shall be located at the head or foot of the lot, and parallel to the head or foot lot line.
 - d. The height of the monument for a single grave cannot exceed forty-eight (48) inches, the depth of the monument cannot exceed eighteen (18) inches, and the length of the monument cannot exceed thirty-six (36) inches. The height of a monument for a two-grave plot cannot exceed 48", the depth cannot exceed 18", and the length cannot exceed 58". Custom monuments require express written permission of the cemetery superintendent.
 - e. Specific rules governing markers for Blocks K, L, M and O supersede these requirements

- f. Flat markers must be installed flush with the ground. Flat markers shall be no larger than 60" by 36", this includes veteran's markers.
3. Monuments and memorial markers shall not be allowed to be installed on lots that have not been ~~fully paid for~~ paid in full.
4. All foundation work for monuments and memorial markers will be placed by the employees of Riverside Cemetery at the established rates.
5. The material used in the construction of mausoleums, vaults monuments, memorial markers and permanent corner posts must be of a recognized durable granite/marble or standard bronze. Each monument or memorial marker shall consist of one part or piece only, provided that this rule will not apply to lots on which it is desired to put in monuments or memorial markers to match others already existing on the lot.
6. No vertical joints will be allowed in monument work.

LOT MAINTENANCE REGULATIONS

1. During the 60-day Mourning Period flowers, plants, planters, and similar objects shall be restricted to a thirty-six (36) inch border around the base of the monument or memorial marker. Such items shall not exceed three (3) feet in height.
2. Flowers, plants, and planters shall be restricted to an eight (8) inch border along ~~one~~ one long side of the base of the monument or marker and the ~~two~~ two short sides. Such items shall not exceed two (2) feet in height above the ground. At no time shall any items be allowed to extend onto another lot or into a path. All items exceeding these height and border standards shall be removed by the City.
3. Fresh or silk flowers shall be allowed on any grave all year around and will be monitored by the City for unsightliness, seasonal flowers included. ~~All~~ Plastic flowers are ~~always~~ always prohibited. Items in violation of this regulation will be removed by the City. The City shall not be responsible for the upkeep and cannot be responsible for any damage caused by vandalism or natural causes.
4. All plastic, cement, fiberglass, metal, glass, ceramic and wood decorations or objects, except recognized American Veteran Flags, are prohibited. Wrought iron or metal shepherd hooks are prohibited. All items in violation of the regulation will be removed by the City.
5. The use of landscape stones, decorative stones, artificial stones, or landscape blocks for decorative purposes shall be prohibited. Such stones shall be removed by the City.
6. Grave blankets and wreaths will be allowed from November 15th until April 1st of each year. The City shall dispose of blankets and wreaths that remain after April 1st.
7. Flowers, ~~u~~ urn, ~~b~~ benches and ~~f~~ flags will be removed from graves if such items become unsightly. The City assumes no responsibility for their return to lot owners. Such items will also be removed if they have been placed in violation of these rules.
8. At any time when a monument, private vault or mausoleum becomes unsafe in the opinion of the superintendent, a notice of such condition will be mailed to the last known or recorded address of the owner and the structure(s) removed or repaired at expense of the owner(s).
9. Any seat, urn or similar object placed on a lot by permission of the superintendent shall be kept painted white and in good condition.
10. When a lot is uncared for and becomes unsightly or a nuisance or detrimental to other lots, notice shall be mailed to the last known or recorded address of the owner. By order of the Board of Trustees, the superintendent and employees shall enter such lot and clean up and make same presentable and the cost shall be collected from the owner or made a lien on such a lot.

CEMETERY CARE

1. Cemetery care shall include only seeding, top dressing, cutting and trimming grass, shrubs, trees and the general upkeep of the cemetery. Cemetery care shall not include the

- maintenance of a memorial marker. The City shall not be responsible for the upkeep and cannot be responsible for any damage caused by vandalism or natural causes.
2. Contractors and workers engaged within the cemetery on any class of work whatsoever will be held responsible for the damage done by them to any cemetery properties.
 3. Material for any class of work will not be permitted on the grounds unless accompanied by workmen to erect same, except by special arrangement with the cemetery superintendent.
 4. Roadways must be satisfactorily protected against damage from heavily loaded vehicles.
 5. The rolling or moving of stones across any section of lots must be done under the supervision and orders of the superintendent. In all cases, planks must be provided by persons furnishing stones or monuments to properly protect the lawns.
 6. All unsightly material or debris accumulating from any class of work must be removed at once and upon the completion of the work all equipment, tools, etc., must be removed immediately, and the ground left in as good a condition as found by the contractor.
 7. No stonework shall be brought into the cemetery on ~~Saturday after twelve o'clock noon~~ Friday after 5:00 p.m. and no work shall be commenced on any day that cannot be finished on that day and the dirt and debris entirely removed before dark.
 8. No person shall remove any object from any place in the cemetery or make any excavation without the consent of the superintendent of the cemetery.
 9. No equipment other than the equipment of ~~the~~ Riverside Cemetery shall be used at interments except by permission of the superintendent.
 10. Watering: The water station is located at the southern tip of Block G between Blocks G and J. No personal hoses are to be attached to the water station. Please be courteous to all patrons using the water station. If any authorized body institutes outdoor watering restrictions, then the cemetery must abide by them.

OTHER REGULATIONS

1. No firearms will be allowed in the cemetery, except in the cases of military funerals or ceremonies by official veteran's organizations on federal holidays, without written permission of the superintendent of the cemetery.
2. No person shall obstruct any drive, walk, or alley.
3. No person shall, in any way injure, deface, or destroy any grave, vault, tombstone, monument, mausoleum, enclosure, building, fence, basin, fountain, bridge, seat, flower, tree, shrub, vine, lot or any other thing in Riverside Cemetery.
4. Block L of Riverside Cemetery shall be known as the extended family section of the cemetery, with family plots of six (6) or ten (10) graves to be sold in a group.
5. Block K and O of Riverside Cemetery shall be known as the Memorial Section of the cemetery, with only flat memorial markers allowed. No foundation required except in the case of veteran's markers. Markers can be made of bronze or granite. No above ground markers permitted in this section.
6. Block M of Riverside Cemetery: All lots in Block M consist of 2 graves and will be sold together as one lot. Additional Marker Regulations: ~~Upright; o~~ Only upright, slant granite markers set on a granite base (2-person companion marker or 1-person non-companion marker) are permitted. Contact the ~~cemetery~~ Cemetery office-Office for the exact description. ~~Any flat markers Flat;~~ must meet regulations listed in Memorial Markers, Monuments and Mausoleums section of these rules Item #1d.
7. Urns for flower planting must be made of cement or metal only. Urns shall not exceed 26 inches in height and will be limited to one urn per gravesite. When an urn is uncared for or becomes unsightly, it will be removed by the City. The City shall not be responsible for the upkeep of the urns and cannot be responsible for any damage caused by vandalism or natural causes. The City recommends covering urns during the winter months, to help protect from the elements.
8. Benches: If a family requests the installation of a bench on a lot, the request must first be made to the cemetery superintendent. The superintendent will determine if it is feasible to

place a bench in the requested location without interference with other lots. Then the request will be sent to the Cemetery Board for approval. All benches will be of a standard size and shape and will be constructed of granite or marble and will require a foundation to be placed by the cemetery staff.

9. Filming and photography for use in a movie, book, newspaper, magazine, television news, paranormal research, Internet, or other electronic media are not permitted on Cemetery grounds. The exception to this would be for genealogy research.

CRYPT AND NICHE FRONT DECORATIONS

1. During the 60-day Mourning Period, flowers, plants, and similar objects may be placed on the sidewalk in front of the crypt or niche. Such items shall not exceed three (3) feet in height and will be removed by the Cemetery Superintendent should they become unsightly prior to the expiration of the 60-day Mourning Period.
2. Decorations on crypt and niche fronts shall be limited to flowers placed in a single City-approved bronze vase, or a seasonal wreath attached to the crypt or niche front with a City-approved hanger.
3. Wreaths shall not overlap onto adjacent crypt or niche fronts and shall be limited to 12 inches in diameter for crypt fronts and 6 inches in diameter for niche fronts. Wreaths will be removed by the Cemetery Superintendent should they become unsightly.
4. Plastic, self-adhesive, clear suction-type hooks and/or hangers shall be prohibited on all crypt and niche fronts. All plastic, cement, fiberglass, metal, and wood objects, including stuffed animals, hanging planters, flags, stickers, and other similar items shall be prohibited on crypt and niche fronts.

Fresh flowers or silk flowers are allowed in City-approved vases. All plastic flowers are always prohibited. Flowers will be removed if they become unsightly. City-approved bronze vases can be purchased at the Cemetery Office. Vases are installed by Riverside Cemetery employees. The City of Plymouth and Riverside Cemetery assume no responsibility for vases and other items that are stolen, damaged, or vandalized.

MOTION PASSED 4-0

g. Community Development Fee Schedule

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2022-48

WHEREAS The City Commission of the City of Plymouth has reviewed the proposed fee schedule amendments; and

WHEREAS The City of Plymouth Community Development Department monitors and suggests fee changes as necessary; and

WHEREAS The suggested amendments will allow staff to cover costs related to the operation of the building department and planning and zoning projects; and

WHEREAS Staff recommends that the City Commission review these fee schedules annually as part of the City budget process.

NOW THEREFORE BE IT RESOLVED THAT the City Commission does hereby adopt the attached fee schedule.

NOW THEREFORE BE IT FURTHER RESOLVED THAT the proposed and amended fee schedule as attached will go into effect for all plan reviews completed and permits applied for and issued on or after July 1, 2022.

CITY OF PLYMOUTH COMMUNITY DEVELOPMENT DEPARTMENT
 FEE SCHEDULE
 201 S. Main Street Plymouth, MI 48170 Ph: 734-453-1234 ext. 232
 Effective Date: July 1, 2022 Last Updated: June 16, 2022

The fee schedule is reviewed annually during June and on an as needed basis.

BUILDING PERMIT FEES

No refunds for expired permits. Plan review fees are not refundable.

Each permit includes two inspections unless otherwise clarified with the Community Development Department.

Minimum permit fee is \$50.00 unless stated otherwise. A \$15.00 administrative fee will be added to every permit.

Penalty for starting work before obtaining permit is double permit fees.

Registration fees and inspection/reinspection fees are not subject to the minimum permit fee or administrative fee.

PLAN REVIEW	Current Fee	Proposed Fee
Residential New Single, Two-Family	\$300.00	\$350.00
Residential New, Multiple (per unit)	\$50 per unit, \$300 min.	\$50 per unit, \$350 min.
Residential Addition, Remodel, Interior Finish ≥ \$100,000	\$200.00	\$250.00
Residential Addition, Remodel, Interior Finish < \$100,000	\$75.00	\$100.00
Accessory Structure	\$75.00	\$100.00
Approach/Driveway/Parking Lot with Stormwater Impact	\$75.00	\$100.00
Commercial/Industrial New Building	\$.15 per SF, \$100 min.	\$.15 per SF, \$350 min.
Commercial/Industrial Addition, Remodel, Interior Finish ≥ \$100,000	\$.15 per SF, \$100 min.	\$.15 per SF, \$250 min.
Commercial/Industrial Addition, Remodel, Interior Finish < \$100,000	\$.15 per SF, \$100 min.	\$.15 per SF, \$100 min.
Cell Tower: New, Addition	\$.15 per SF, \$100 min.	\$.15 per SF, \$250 min.
Fence/Wall	\$15.00	\$25.00

NEW CONSTRUCTION, ADDITIONS, ALTERATIONS

Residential Dwelling, New Build, Addition, Remodel, Interior Finish	\$100.00 plus \$12/\$1,000 of construction cost	\$100.00 plus \$15/\$1,000 of construction cost
Commercial/Industrial New Building, Addition, Remodel, Interior Finish	\$100.00 plus \$15/\$1,000 of construction cost	\$100.00 plus \$17/\$1,000 of construction cost
Cell Tower: New, Addition	\$100.00 plus \$15/\$1,000 of construction cost	\$100.00 plus \$17/\$1,000 of construction cost

The Building Official has the right to base fees off the current ICC Building Valuation Data.

ITEMIZED BUILDING FEES

Accessory Structure* (see full list below)	\$100.00	\$125.00
Approach/Driveway/Parking Lot (adjacent to City storm sewer)	\$90.00	\$100.00
Approach/Driveway/Parking Lot (adjacent or draining into creek)*	\$90.00 + engineering fee if applicable	\$100.00 + engineering fee if applicable

Approach/Driveway/Parking Lot (adjacent or draining into Wayne County right-of-way or county drain)*	\$100.00 + engineering fee if applicable	\$125.00 + engineering fee if applicable
Awning or Canopy without Signage	\$50.00	\$75.00
Basement Waterproofing	\$100.00	\$125.00
City Sidewalk/Service Sidewalk Replacement	\$50.00	\$75.00
Concrete Patio, Garage Floor	\$90.00	\$100.00
Fence/Wall*	\$60.00	\$75.00
Fiber Optics, Cable, Utility Work (Gas Line) (May Require a Bond)	\$100.00	\$125.00
Foundation Only*	\$100.00	\$125.00
Geo-thermal System, Monitoring Well*	\$100.00	\$125.00
Insulation	\$100.00	\$125.00
Porch Cap	\$50.00	\$75.00
Ramp or Handicapped Ramp	\$90.00	\$100.00
Roof, Windows, Door/Doorwall, Siding	\$100.00	\$125.00
Shed less than 200 square feet	\$100.00	\$125.00
Stairways, Steps*	\$100.00	\$125.00

*Plan review fees apply

An accessory structure includes but is not limited to carport, porte cochere, pergola, outdoor fireplace, gazebo, garage (attached or detached), hot tub, swimming pool, storage shed greater than 200 square feet, solar panels, private wind conservation system, deck, and porch.

SIGN FEES

Awning or Canopy with Signage	\$100.00	\$125.00
Ground Sign	\$100.00	\$125.00
Hanging Sign	\$50.00	\$75.00
Wall Sign	\$100.00	\$125.00

CLOSURE FEES (Permit expires after 90 days)

Dumpster in R-O-W	\$75.00	\$100.00
Sidewalk Closure	\$125.00	\$150.00
Both Dumpster in R-O-W and Sidewalk Closure	\$175.00	\$200.00
Dumpster in R-O-W Renewal	\$150.00	\$175.00
Sidewalk Closure Renewal	\$175.00	\$200.00
Both Dumpster in R-O-W and Sidewalk Closure Renewal	\$275.00	\$300.00

DEMOLITION

Single Family Residential (Requires Bond*)	\$300.00	\$400.00
Accessory Structure	\$75.00	\$100.00
Residential Interior	\$100.00	\$150.00
Commercial/Industrial Interior	\$150.00	\$200.00
Commercial/Industrial, Multi-Family (Requires Bond*)	\$.10 per SF, \$400 Min.	\$.12 per SF, \$500 min.

Bond for Residential, Commercial, Industrial, or work in Public R-O-W*	\$2,000.00	\$2,500.00
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*Must be Cash, Certified Check or Money Order

ADMINISTRATIVE FEES

Bond for Residential, Commercial, Industrial, or work in Public R-O-W*	\$2,000.00	\$2,500.00
Address Assignment	\$25.00 per new address	\$30.00 per new address
Permit Renewal (6 month extension)	\$100.00	50% of the original permit cost, \$100 min.
Temporary Certificate of Occupancy	\$250.00	\$300.00
Certificate of Occupancy for Existing Building or Addition	\$100.00	\$150.00
Alley, street, or easement vacation petition	\$500.00	\$1,000.00
Moving structure within or through City of Plymouth (Requires Bond*)	\$2,000.00	\$3,000.00
Moving structure into the City of Plymouth (Requires Bond*)	\$5,000.00	\$6,000.00
Service charge retained for refunded (active only) Building Permits	\$75.00	\$100.00

*Must be Cash, Certified Check or Money Order

INSPECTION FEES

Additional or special inspections of items not listed (per inspection)	\$60.00	\$80.00
Inspection/re-inspection after two disapproved/failed inspections	\$60.00	\$80.00
Overtime or Holiday inspection, per 1/2 hour or fraction thereof	\$100.00	\$125.00
Sewer or water daily inspection fee	\$600.00	\$600.00
VA and FHA Inspections	\$400.00	\$500.00

ELECTRICAL PERMIT FEES

No refunds for expired permits. Plan review fees are not refundable.

Each permit includes two inspections unless otherwise clarified with the Community Development Department.

Minimum permit fee is \$50.00 unless stated otherwise. A \$15.00 administrative fee will be added to every permit.

Penalty for starting work before obtaining permit is double permit fees.

Registration fees and inspection/reinspection fees are not subject to the minimum permit fee.

SERVICE	Current Fee	Proposed Fee
Service, up to 200 Amp	\$51.00	\$60.00
Service, over 200 Amp through 599 Amp	\$100.00	\$110.00
Service, over 600 Amp	\$150.00	\$160.00
Temporary service	\$50.00	\$60.00
Sub panels	\$15.00	\$20.00

CIRCUITS

Circuits	\$10.00 each	\$15.00
Sign circuit	\$50.00	\$60.00
Data/Telecommunications, per device	\$5.00 each, min. \$20	\$6.00 each, \$25 min.
Furnace, central air conditioning circuit	\$15.00 each	\$20.00
Smoke Detector, per system	\$20.00	\$25.00

Fire Alarm System, per device	\$5.00 each, min. \$50	\$5.00 each, \$60 min.
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FIXTURES

Fixtures (lights and plugs), per 25	\$14.00	\$20.00
Pole lights in parking lots	\$15.00 each	\$15 per light

MOTORS/GENERATORS

Up to 20 HP or KW	\$25.00	\$30.00
More than 20 HP or KW to 40 HP or KW	\$35.00	\$40.00
More than 40 HP or KW to 60 HP or KW	\$45.00	\$50.00
More than 60 HP or KW	\$50.00	\$55.00

FEEDERS

Feeders, bus ducts, etc.	\$10.00 per 50 feet	\$20 per 50 feet
Conduit only	\$50.00	\$60.00

EQUIPMENT

Swimming pools or hot tubs	\$50.00	\$60.00
Car chargers	\$50.00	\$60.00
Solar panels, per panel	\$15.00	\$20.00
Power outlets (ranges, dryers, etc.)	\$10.00	\$15.00

ADMINISTRATIVE FEES

Service charge retained for refunded (active only) electrical permits	\$75.00	\$100.00
Plan review fees for commercial/industrial project	\$50.00 per hour	\$60.00 per hour
Fire alarm review fee	\$150.00 min., \$75/addl. Hour	\$200 min., \$75 for each addl. hour over 1
Permit Renewal (6 month extension)	\$100.00	50% of the original permit cost, \$100 min.

INSPECTION FEES

Additional or special inspections of items not listed (per inspection)	\$50.00	\$75.00
Inspection/re-inspection after two disapproved/failed inspections	\$50.00	\$75.00
Overtime or Holiday inspection, per 1/2 hour or fraction thereof	\$100.00	\$125.00

PLUMBING PERMIT FEES

No refunds for expired permits. Plan review fees are not refundable.

Each permit includes two inspections unless otherwise clarified with the Community Development Department.

Minimum permit fee is \$40.00 unless stated otherwise. A \$35.00 application fee will be added to every permit.

Penalty for starting work before obtaining permit is double permit fees.

Registration fees and inspection/reinspection fees are not subject to the minimum permit fee.

ITEMIZED FEES	Current Fee	Proposed Fee
Fixtures, floor drains, special drains, and water connected appliances (see full list below)	\$12.00 each	\$15.00 each
Stacks (soil, waste, vent and conductor)	\$12.00 each	\$15.00 each
Sewage ejectors, sump pumps	\$12.00 each	\$15.00 each

Backflow preventer	\$85.00	\$100.00
Water heater, new	\$25.00	\$30.00
Water heater, replacement	\$40.00	\$45.00
Water piping/water distribution (per unit)	\$30.00	\$35.00
Gas piping, commercial or industrial	\$50.00	\$55.00
Gas piping, residential	\$40.00	\$45.00
Gas pressure test	\$40.00	\$45.00
Additional gas pressure test	\$35.00	\$40.00
Storm sewer interior work only - new, repair, replacement	\$150.00	\$175.00
Sanitary sewer interior work only - new, repair, replacement	\$150.00	\$175.00
Water service interior work only - new, repair, replacement	\$150.00	\$175.00

Fixtures, Floor Drains, Special Drains and Water Connected Appliances Include: Water Closets, Sink (any description), Slop Sink, Drinking Fountain, Floor Drain, Water Outlet or Connection to any Make-up Water Tank, Bathtub, Emergency Eye Wash, Bidet, Condensate Drain, Roof Drain, Water Outlet or Connection to Heating System, Lavatories, Emergency Shower, Cuspidor, Washing Machine, Grease Trap, Water Outlet or Connection to Filters, Shower Stall, Garbage Grinder, Dishwasher, Acid Waste Drain, Starch Trap, Connection to Sprinkler System (Irrigation), Laundry Tray, Water Outlet Cooler, Refrigerator, Embalming Table, Plaster Trap, Water Connected Sterilizer, Urinal, Ice Making Machine, Bed Pan Washer, Water Softener, Water Connected Dental Chair, Autopsy, Water Connected Still, Oil Separator, Sand Trap, Water Connection to Carbonated Beverage Dispensers, Plus Any Other Fixture, Drain or Water Connected Appliance Not Specifically Listed

ADMINISTRATIVE FEES

Service charge retained for refunded (active only) plumbing permits	\$75.00	\$100.00
Plan review fees for commercial/industrial project	\$50.00 per hour	\$60 per hour
Permit Renewal (6 month extension)	\$100.00	50% of the original permit cost, \$100 min.

INSPECTION FEES

Additional or special inspections of items not listed (per inspection)	\$75.00	\$75.00
Inspection/re-inspection after two disapproved/failed inspections	\$50.00	\$75.00
Overtime or Holiday inspection, per 1/2 hour or fraction thereof	\$100.00	\$125.00

SANTARY/STORM/WATER TAP FEES

DEPARTMENT OF MUNICIPAL SERVICES FEES

No refunds for expired permits. Plan review fees are not refundable.

Each permit includes one inspection unless otherwise clarified with the Community Development Department.

Minimum permit fee is \$50.00 unless stated otherwise. A \$15.00 administrative fee will be added to every permit.

Penalty for starting work before obtaining permit is double permit fees.

Registration fees and inspection/reinspection fees are not subject to the minimum permit fee.

SANTARY TAP FEES

	Current Fee	Proposed Fee
Up to and including 6 inches	\$10,000.00	\$10,000.00
8 inch	\$25,000.00	\$25,000.00
10 inch	\$40,000.00	\$40,000.00

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12 inch	\$55,000.00	\$55,000.00
14 inch	\$70,000.00	\$70,000.00

STORM SEWER TAP FEES

Residential connection from sump pump to storm sewer line	\$250.00	\$300.00
Up to and including 6 inches	\$10,000.00	\$10,000.00
8 inch	\$25,000.00	\$25,000.00
10 inch	\$40,000.00	\$40,000.00
12 inch	\$55,000.00	\$55,000.00
14 inch	\$70,000.00	\$70,000.00

WATER TAP FEES

Up to and including 1 inch tap	\$3,530.00	\$3,530.00
1.5 inch	\$3,750.00	\$3,750.00
2 inch	\$6,515.00	\$6,515.00
3 inch	\$11,410.00	\$11,410.00
4 inch	\$19,274.00	\$19,274.00
6 inch	\$38,792.00	\$38,792.00
8 inch	\$50,000.00	\$50,000.00

EXTERIOR WORK ONLY

Add or extend curb cut		\$150.00
Repair or replace storm sewer	\$150.00	\$200.00
Repair or replace sanitary sewer	\$150.00	\$200.00
Repair or replace water service	\$150.00	\$200.00
Fire hydrant usage	\$85.00 plus charge for water	\$100 plus charge for water
Manholes, catch basins	\$150.00	\$200.00

ADMINISTRATIVE FEES

Trench maintenance fee (paved surfaces)	\$500.00	Cost of work, \$500 min.
New construction meter install (template) and trip	\$90.00	\$150.00
Water service disconnect fee	\$150.00	\$200 min. for 2 hours, \$100 per hour over 2

INSPECTION FEES

Additional or special inspections (per inspection)	\$50.00	\$75.00
Overtime or Holiday inspection, per 1/2 hour or fraction thereof	\$100.00	\$150.00

MECHANICAL PERMIT FEES

No refunds for expired permits. Plan review fees are not refundable.

Each permit includes two inspections unless otherwise clarified with the Community Development Department.

Minimum permit fee is \$40.00 unless stated otherwise. A \$35.00 application fee will be added to every permit.

Penalty for starting work before obtaining permit is double permit fees.

Registration fees and inspection/reinspection fees are not subject to the minimum permit fee.

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ITEMIZED FEES	Current Fee	Proposed Fee
Air Conditioning (including split systems)	\$50.00	\$60.00
Bath fan with ventilation	\$12.00	\$15.00
Boilers	\$70.00	\$80.00
Chimney Liner	\$30.00	\$40.00
Coils (heat/cool)	\$50.00	\$60.00
Complete distribution system	\$80.00	\$90.00
Damper (control, back draft, barometric, or fire/smoke)	\$40.00	\$50.00
Dryer and kitchen exhaust	\$12.00	\$15.00
Duct alteration or addition onto existing system	\$50.00	\$60.00
Gas/oil burning equipment (furnace, roof top units, generators)	\$50.00	\$60.00
Gas burning fireplace (including pre-fab, gas log)	\$75.00	\$85.00
Gas piping, commercial or industrial	\$50.00	\$60.00
Gas piping, residential	\$40.00	\$50.00
Gas pressure test	\$40.00	\$50.00
Additional gas pressure test	\$35.00	\$45.00
Heat pumps	\$50.00	\$60.00
Humidifier/Air Cleaner	\$40.00	\$50.00
Make up air units	\$70.00	\$80.00
Refrigeration (split system)	\$50.00	\$60.00
Solid fuel equipment (includes chimney)	\$70.00	\$80.00
Unit heaters	\$50.00	\$60.00
Water heater, new	\$25.00	\$30.00
Water heater, replacement	\$40.00	\$50.00
Fire suppression system	\$60.00	\$60.00
Each sprinkler head/nozzle	\$1.00	\$2.00
ADMINISTRATIVE FEES		
Service charge retained for refunded (active only) mechanical permit	\$75.00	\$100.00
Plan review fees for commercial/industrial project	\$50.00 per hour	\$60 per hour
Fire suppression review fee	\$150.00 min., \$75/addl. Hour	\$200 min., \$75 for each addl. hour over 1
Permit Renewal (6 month extension)	\$100.00	50% of the original permit cost, \$100 min.
INSPECTION FEES		
Additional or special inspections (per inspection)	\$75.00	\$75.00
Inspection/re-inspection after two disapproved/failed inspections	\$50.00	\$75.00
Overtime or Holiday inspection, per 1/2 hour or fraction thereof	\$100.00	\$125.00

PLANNING AND ZONING FEES

All consultant fees that exceed the below fees will be invoiced to the applicant directly. The city reserves the right to add a \$75 administrative fee if necessary.

Itemized Fees	Current Fee	Proposed Fee
Pre-application Meeting with Planning Consultant and Planning Director	\$325.00	\$350.00
Pre-application Meeting with Building Official	\$100.00	\$125.00
Site Plan Review (initial review only)	\$1,500.00	\$1,000.00
Site Plan Review per acre	\$50.00	\$75.00
Subsequent Site Plan review/revision (each)	\$750.00	\$800.00
Condominium application, review (in addition to site plan review/PUD fee)		\$500.00
Minor Site Plan Review	\$500.00	\$350.00
Ann Arbor Road Corridor Sign Review	\$400.00 per sign	\$400.00 per sign
Planned Unit Development (PUD) preliminary plan (initial review only)	\$2,000.00	\$1,500.00
Planned Unit Development (PUD) per acre	\$50.00	\$75.00
Planned Unit Development (PUD) final plan	\$1,750.00	\$1,100.00
Subsequent Planned Unit Development (PUD) review/revision (each)	\$750.00	\$1,000.00
Extension of PUD Approval		\$850.00
Amendment to Approved PUD		\$850.00
Special Land Use Approval (in addition to site plan review fee)	\$600.00	\$700.00
Special Planning Commission Meeting (in addition to application fee)	\$800.00	\$900.00
Rezoning	\$750.00	\$800.00
Zoning Ordinance Text Amendment	\$700.00	\$750.00
Zoning Board of Appeals Application (Single Family Residential)	\$250.00	\$300.00
Zoning Board of Appeals Application (Multi-family and Non-Residential)	\$500.00	\$550.00
Special Zoning Board of Appeals Meeting (in addition to application fee)	\$250.00	\$300.00
Zoning Verification Letter	\$40.00	\$75.00
Final Site Verification (Single Family Residential)	\$150.00	\$75.00 per acre, \$150 min.
Final Site Verification (Multi-family and Non-Residential)	\$50.00 per acre, \$200 min.	\$100.00 per acre, \$200 min.
Lot Split, Land Division, or Land Recombination	\$100.00 per parcel	\$150.00 per involved parcel
Payment-In-Lieu of Parking	\$10,000 per parking spot	\$10,000 per parking spot
Building Board of Appeals Application	\$250.00	\$300.00

ENGINEERING FEES

All consultant fees that exceed the below fees will be invoiced to the applicant directly. The city reserves the right to add a \$75 administrative fee if necessary.

Itemized Fees	Current Fee	Proposed Fee
3% of the total underground/infrastructure project cost	Paid as an upfront deposit	Paid as an upfront deposit

MOTION PASSED 4-0

h. Authorization to Hire

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2022-49

WHEREAS The City of Plymouth has a hiring policy which prohibits the hiring of any relative of a current City employee; and

WHEREAS The Municipal Services Department has recommended the hiring of Brandon Tesner and he is the brother-in-law of Mike Brindley.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby specifically authorize the hiring of Brandon Tesner as a full-time employee at the Department of Municipal Services.

MOTION PASSED 4-0

i. Water Meters

RESOLUTION 2022-50

WHEREAS The City of Plymouth operates a water system to help protect the public health safety and welfare; and

WHEREAS The water system in the City of Plymouth is an enterprise system and the City sells water to businesses and residential settings; and

WHEREAS There is a need to charge users of the water system for the service of providing clean safe drinking water to the community; and

WHEREAS The City uses water meters to determine charges for water services and from time to time those meters need to be replaced; and

WHEREAS The licensed water system operators at the City Department of Municipal Services have researched various water meter systems and have recommended a proposal from HydroCorp Meter Sales.

NOW THEREFORE BE IT RESOLVED THAT THE City Commission of the City of Plymouth does hereby authorize a contract with HydroCorp Meter Sales in accordance with their proposal of May 16, 2022. Further, the City Commission authorizes HydroCorp to complete the required State of Michigan water line inventory and Residential Cross Connection Control Program at the same time that they are installing the new water meters. Funding in the amount of \$1,754,294 is hereby authorized for this project from Water and Sewer Capital Improvement Fund.

Moroz noted that these meters will provide an additional service for our residents in that they can view their water usage online in real time. Department of Municipal Services Director Chris Porman said he expects the project to be done in about 18 months.

MOTION PASSED 4-0

j. 4th Quarter Budget Amendments

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

RESOLUTION 2022-51

WHEREAS Actual patterns of departmental expenditures occur differently than originally projected in the 2021-2022 City Budget as adopted in June of 2021; and

WHEREAS Overall revenue and expenditure forecasts require modifications to the original budgetary allocations as established in the adopted budget; and

WHEREAS The City Budget amendments require the approval of the City Commission for changes between activity departments and between funds of the City.

NOW, THEREFORE BE IT RESOLVED, that the 2021-2022 City Budget is hereby amended as indicated in the 4th quarter amendments column of the attached Budget Amendments Summary, which is made a part of this resolution.

BE IT FURTHER RESOLVED, that the City Finance Director is authorized to change the budgetary appropriations as necessary to comply with the Budget Amendments Summary effective June 20, 2022.

**BUDGET ADJUSTMENT SUMMARY
FOURTH 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	6,591,420	-	-	-	-	-	6,591,420
Licenses & Permits	3,700	-	-	-	-	-	3,700
Federal/State Grants	450,000	-	-	-	(250,000)	(250,000)	200,000
State-Shared Revenues	1,067,951	-	21,597	-	75,000	96,597	1,164,548
Charges for Services	846,960	7,000	850	-	5,400	13,250	860,210
Cemetery Revenues	157,500	-	13,300	36,200	11,375	60,875	218,375
Parking Revenues	65,200	-	-	5,000	225	5,225	70,425
Other Operating Revenues	649,640	10,000	21,900	10,125	15,170	57,195	706,835
Appropriation of Surplus	150,000	-	-	224,397	267,245	491,642	641,642
Total Operating Revenue	9,982,371	17,000	57,647	275,722	124,415	474,784	10,457,155
Transfers in From Other Sources	10,000	-	-	-	-	-	10,000
Total Revenue All Classes	9,992,371	17,000	57,647	275,722	124,415	474,784	10,467,155
GENERAL FUND EXP:	#101						
City Commission	116,100	75	10,250	9,850	1,900	22,075	138,175
City Manager	327,025	-	575	5,170	2,525	8,270	335,295
Legal Services	152,500	-	-	-	(12,000)	(12,000)	140,500
Finance Department	475,560	450	3,485	15,485	(19,100)	320	475,880
City Clerk	164,820	-	400	-	9,500	9,900	174,720
City Assessor	86,780	-	-	-	(11,330)	(11,330)	75,450
Management Information Services	292,925	-	500	150	650	1,300	294,225
Election Services	101,590	-	1,100	-	1,050	2,150	103,740
Cemetery	154,470	30	800	795	535	2,160	156,630
Police Department	4,182,870	25,000	2,380	31,500	16,895	75,775	4,258,645
Fire Department	1,065,920	4,140	-	50,600	80,255	134,995	1,200,915
MSD Administration	326,020	185	475	400	150	1,210	327,230
City Hall Maintenance	138,015	-	900	110	550	1,560	139,575
Parks & Public Property	209,980	-	-	-	(5,000)	(5,000)	204,980
MSD Yard Maintenance	81,335	-	1,520	70	1,580	3,170	84,505
Street Lighting	163,000	-	-	-	12,000	12,000	175,000
Miscellaneous MSD Services	1,970	-	100	36	65	201	2,171
Bathery Maintenance Expense	-	60	1,225	550	-	1,835	1,835
Special Events	176,310	-	-	2,050	(28,665)	(26,615)	149,695
Parking System	50,480	-	-	-	(7,450)	(7,450)	43,030
MSD Services - DDA	172,950	-	1,600	32,650	14,830	49,080	222,030
Other Functions	199,300	-	170	9,400	14,775	24,345	223,645
Capital Outlay	311,500	49,000	8,500	65,000	700	123,200	434,700
Debt Service	31,234	-	-	-	-	-	31,234
Tot. Gen'l Operating Expenditures	8,982,654	78,940	33,980	223,816	74,415	411,151	9,393,805
Transfers Out to Other Funds	638,350	-	-	385,000	50,000	435,000	1,073,350
Contingency	371,367	(61,940)	23,667	(333,094)	-	(371,367)	-
Total Expenditures	9,992,371	17,000	57,647	275,722	124,415	474,784	10,467,155

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	-	-	-	(4,000)	(4,000)	1,000
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUE	726,543	-	-	-	(4,000)	(4,000)	722,543
MAJOR ST FUND EXP:	#202						
Administration/Debt	24,850	1,000	2,745	8,475	-	12,220	37,070
Routine Maintenance	147,380	-	225	-	-	225	147,605
Stormwater System Maintenance	1,000	-	-	1,000	-	1,000	2,000
Traffic Signal Maintenance	64,280	1,300	775	1,550	555	4,180	68,460
Snow & Ice Control	75,470	-	10	-	(4,155)	(4,145)	71,325
Road Construction	30,000	-	-	1,100	-	1,100	31,100
Transfers Out to Other Funds	360,772	-	-	-	-	-	360,772
Contingency	22,791	(2,300)	(3,755)	(12,125)	(400)	(18,580)	4,211
TOTAL EXPENDITURES	726,543	-	-	-	(4,000)	(4,000)	722,543

**BUDGET ADJUSTMENT SUMMARY
FOURTH 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
LOCAL ST FUND REV: #203							
Gas & Weight taxes	289,845	-	-	-	-	-	289,845
Contrib & Other	371,202	-	3,500	-	10,000	13,500	384,702
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUE	661,047	-	3,500	-	10,000	13,500	674,547
LOCAL ST FUND EXP: #203							
Administration/Debt	25,250	2,000	14,955	14,950	-	31,905	57,155
Routine Maintenance	166,320	-	10	-	-	10	166,330
Stormwater System Maintenance	1,000	-	-	-	-	-	1,000
Traffic Signal Maintenance	47,350	-	-	-	-	-	47,350
Snow & Ice Control	37,100	-	60	-	-	60	37,160
Road Construction	45,000	-	1,500	-	-	1,500	46,500
Contingency	339,027	(2,000)	(13,025)	(14,950)	10,000	(19,975)	319,052
TOTAL EXPENDITURES	661,047	-	3,500	-	10,000	13,500	674,547

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: #208							
Cultural Center Revenues	531,000	-	-	-	25,000	25,000	556,000
Transfer from General Fund	500,000	-	-	-	-	-	500,000
Administrative Charges	1,000	-	-	-	-	-	1,000
Program Fees & Charges	302,600	-	-	2,000	2,500	4,500	307,100
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUE	1,334,600	-	-	2,000	27,500	29,500	1,364,100
RECREATION FUND EXP: #208							
Cultural Center & Administration	962,010	6,500	18,900	4,300	69,850	99,600	1,061,610
Basic Skills	7,785	-	-	-	(7,785)	(7,785)	-
Recreation Vending	-	-	-	-	-	-	-
Recreation Services	21,805	-	-	-	-	-	21,805
Adult Athletics	-	-	-	-	-	-	-
Youth Athletics	4,600	-	-	-	2,005	2,005	6,605
Miracle League	9,100	-	-	-	-	-	9,100
PCHA	17,000	-	-	-	(17,000)	(17,000)	-
PCHA - Mini Mites	4,775	100	5	-	3,260	3,365	8,130
MSD Services	4,500	910	1,050	597	745	3,292	7,792
Soccer	89,735	-	-	10,700	8,540	19,240	108,975
Liquor	3,540	-	-	2,000	550	2,550	6,090
Classes & Special Events	9,150	-	-	-	-	-	9,150
Therapeutic Program	1,000	-	-	-	-	-	1,000
Senior Programs-Classes	5,025	-	-	-	-	-	5,025
Plymouth-Canton Stealers	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Contingency	194,575	(7,510)	(19,955)	(15,637)	(32,655)	(75,757)	118,818
TOTAL EXPENDITURES	1,334,600	-	-	2,000	27,500	29,500	1,364,100

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	-	9,210	-	38,500	47,710	1,143,480
Sales of Service	440,600	1,500	1,880	7,050	2,300	12,730	453,330
Transfer from General Fund	10,340	-	-	-	-	-	10,340
Appropriation of Surplus	50,000	-	-	-	-	-	50,000
TOTAL REVENUE	1,596,710	1,500	11,090	7,050	40,800	60,440	1,657,150
SOLID WASTE FUND EXP: #226							
Operating Expenses	1,570,068	500	7,750	14,640	20,800	43,690	1,613,758
Landfill Closure	9,142	1,000	-	-	-	1,000	10,142
Contingency	17,500	-	3,340	(7,690)	20,000	15,750	33,250
Transfers Out to Other Funds	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,596,710	1,500	11,090	7,050	40,800	60,440	1,657,150

**BUDGET ADJUSTMENT SUMMARY
FOURTH 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
PARKING FUND REV: #232							
Miscellaneous	10	-	-	60,000	-	60,000	60,010
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUE	10	-	-	60,000	-	60,000	60,010
PARKING FUND EXP: #232							
Contingency	10	-	-	60,000	-	60,000	60,010
Construction	-	-	-	-	-	-	-
TOTAL EXPENDITURES	10	-	-	60,000	-	60,000	60,010

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	-	-	-	21,850	21,850	1,095,720
Program Fees & Other	61,550	-	-	-	4,800	4,800	66,350
Appropriation of Surplus	-	169,710	-	-	(18,720)	150,990	150,990
TOTAL REVENUES	1,135,420	169,710	-	-	7,930	177,640	1,313,060
DDA OPER FUND EXP: #248							
Administration	320,030	1,850	-	-	4,925	6,775	326,805
Police Services	33,250	-	-	-	5	5	33,255
Parking System	43,920	4,500	-	-	2,850	7,350	51,270
Sadon Parking Facility	-	1,650	-	-	-	1,650	1,650
DDA Marketing	88,700	-	-	-	-	-	88,700
Streetscape Maintenance	284,070	2,150	-	-	100	2,250	286,320
Contrib to DDA Debt Funds	223,510	-	-	-	50	50	223,560
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	-	-	7,930	177,640	1,313,060

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	564,850	1,700	1,725	10,950	3,420	17,795	582,645
Contrib. & Other	40,000	(1,500)	-	-	50,000	48,500	88,500
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	604,850	200	1,725	10,950	53,420	66,295	671,145
BLDG & ENGINEERING FD EXP: #249							
Engineering/Inspections	587,560	200	765	9,850	25,435	36,250	623,810
Capital Outlay	-	-	-	-	-	-	-
Contingency	17,290	-	960	1,100	27,385	30,045	47,335
TOTAL EXPENDITURES	604,850	200	1,725	10,950	53,420	66,295	671,145

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	-	-	26,626	(10,730)	15,896	35,616
Transfer from General Fund	73,010	-	-	-	-	-	73,010
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	92,730	-	-	26,626	(10,730)	15,896	108,626
NBHD SERVICES FUND EXP: #252							
Administration	500	-	-	-	-	-	500
CVDA Community Center	2,000	-	-	-	300	300	2,300
Senior Transportation	86,550	220	-	-	-	220	86,770
Contingency	3,680	(220)	-	26,626	(11,030)	15,376	19,056
TOTAL EXPENDITURES	92,730	-	-	26,626	(10,730)	15,896	108,626

**BUDGET ADJUSTMENT SUMMARY
FOURTH 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
BROWNFIELD OPER FUND REV: #254							
Property Taxes	167,840	-	-	-	(1,917)	(1,917)	165,923
Contrib. & Other	210	-	-	-	1,674	1,674	1,884
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	168,050	-	-	-	(243)	(243)	167,807
BROWNFIELD OPER FUND EXP: #254							
Administration	16,780	-	-	-	(187)	(187)	16,593
Site Remediation	151,060	-	-	-	(1,729)	(1,729)	149,331
Contrib. & Other	-	-	-	-	-	-	-
Contingency	210	-	-	-	1,673	1,673	1,883
TOTAL EXPENDITURES	168,050	-	-	-	(243)	(243)	167,807

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
BROWNFIELD SITE REMFUND REV: #255							
Federal/State Grants	353,720	-	-	-	(255,764)	(255,764)	97,956
Contrib. & Other	50	-	-	-	-	-	50
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	353,770	-	-	-	(255,764)	-	98,006
BROWNFIELD SITE REMFUND REV: #255							
Capital Improvements	353,720	-	-	-	(255,764)	(255,764)	97,956
Miscellaneous	50	-	-	-	-	-	50
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	353,770	-	-	-	(255,764)	(255,764)	98,006

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
BUDGET STABILIZATION FUND REV: #257							
Transfer from General Fund	55,000	-	-	385,000	-	385,000	440,000
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUE	55,000	-	-	385,000	-	385,000	440,000
BUDGET STABILIZATION FUND REV: #257							
Contingency	55,000	-	-	385,000	-	385,000	440,000
TOTAL EXPENDITURES	55,000	-	-	385,000	-	385,000	440,000

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
REC CAP IMP FUND REV: #402							
Contrib. & Other	19,000	-	-	-	388,750	388,750	407,750
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	19,000	-	-	-	388,750	388,750	407,750
REC CAP IMP FUND EXP: #402							
Capital Improvements	15,000	-	-	-	153,000	153,000	168,000
Contingency	4,000	-	-	-	235,750	235,750	239,750
TOTAL EXPENDITURES	19,000	-	-	-	388,750	388,750	407,750

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: #405							
Contrib. & Other	25,050	276,500	-	-	-	276,500	301,550
Appropriation of Surplus	-	1,585	-	-	-	1,585	1,585
TOTAL REVENUES	25,050	278,085	-	-	-	278,085	303,135
DDA CAP IMP FUND EXP: #405							
Capital Improvements	25,050	278,085	-	-	-	278,085	303,135
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	25,050	278,085	-	-	-	278,085	303,135

**BUDGET ADJUSTMENT SUMMARY
FOURTH 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
2020 GO CAP IMP BD CONST FD REV: #496							
Contrib. & Other	1,811,875	-	-	-	155,000	155,000	1,966,875
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	1,811,875	-	-	-	155,000	155,000	1,966,875
2020 GO CAP IMP BD CONST FD EXP: #496							
Capital Outlay	1,811,750	-	-	-	155,000	155,000	1,966,750
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,811,750	-	-	-	155,000	155,000	1,966,750

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
WATER/SEWER CAP IMP FUND REV: #560							
Contrib. & Other	600,000	-	-	-	-	-	600,000
Appropriation of Surplus	-	-	-	-	120,600	120,600	120,600
TOTAL REVENUES	600,000	-	-	-	120,600	120,600	720,600
DDA CAP IMP FUND EXP: #560							
Capital Improvements	600,000	-	-	-	120,600	120,600	720,600
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	600,000	-	-	-	120,600	120,600	720,600

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: #592							
Sales & Service Charges	4,517,005	-	198,660	-	-	198,660	4,715,665
Sale of Bonds	-	-	-	-	-	-	-
Appropriation of Surplus	-	-	315,076	44,420	-	359,496	359,496
TOTAL REVENUES	4,517,005	-	513,736	44,420	-	558,156	5,075,161
WATER/SEWER OPER FUND EXP: #592							
Administration	3,503,715	3,200	835,350	15,125	4,710	858,385	4,362,100
Trunk & Lateral	214,650	-	300	22,050	10,495	32,845	247,495
Mains Maintenance	230,850	1,265	975	5,635	(4,130)	3,745	234,595
Meter Maintenance	149,791	50	450	1,560	(4,600)	(2,550)	147,241
Service Maintenance	41,350	550	2,825	60	1,025	4,460	45,810
Hydrant Maintenance	45,420	-	-	-	(7,500)	(7,500)	37,920
Capital Outlay	-	-	-	-	-	-	-
Contingency	331,229	(5,065)	(326,164)	-	-	(331,229)	-
TOTAL EXPENDITURES	4,517,005	-	513,736	44,420	-	558,156	5,075,161

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: #661							
Miscellaneous	809,210	-	6,650	40,629	34,000	81,279	890,489
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	809,210	-	6,650	40,629	34,000	81,279	890,489
EQUIPMENT FUND EXP: #661							
Miscellaneous	762,520	-	6,650	8,401	850	15,901	778,421
Contingency	46,690	-	-	32,228	33,150	65,378	112,068
TOTAL EXPENDITURES	809,210	-	6,650	40,629	34,000	81,279	890,489

MOTION PASSED 4-0

9. REPORTS AND CORRESPONDENCE

a. Liaison Reports

O'Donnell said the Planning Commission would be discussing phase two of the Pulte project at their meeting on July 6, after preliminary conversations at their June meeting.

Moroz said the DDA expressed a desire to have a decision on paid parking made this year, and that he planned to schedule a joint meeting with them in the fall.

b. Appointments

There were no appointments

10. ADJOURNMENT

A motion to adjourn was offered by Filipczak and seconded by O'Donnell at 7:48 p.m.

MOTION PASSED 4-0

NICK MOROZ
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC
CITY CLERK