



City of Plymouth
City Commission Regular Meeting Minutes
Tuesday, June 20, 2023, 7:00 p.m.
LIONS PARK – Burroughs & Harding

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

www.plymouthmi.gov
Phone 734-453-1234
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1. CALL TO ORDER

a. Mayor Pro Tem Suzi Deal called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

b. Roll Call

Present: Mayor Pro Tem Suzi Deal, Commissioners Jennifer Kehoe, Alanna Maguire, Kelly O'Donnell, and Marques Thomey

Excused: Mayor Moroz, Commissioner Linda Filipczak

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

2. APPROVAL OF MINUTES

O'Donnell offered a motion, seconded by Kehoe, to approve the minutes of the June 5, 2023, City Commission meeting.

There was a voice vote.

MOTION PASSED

3. APPROVAL OF THE AGENDA

O'Donnell offered a motion, seconded by Maguire, to approve the agenda for the June 20, 2023, meeting.

There was a voice vote.

MOTION PASSED

4. ENACTMENT OF THE CONSENT AGENDA

- a. Approval of May 2023 Bills
- b. Special Event: Inside-Out Sale – July 28 & 29, 2023
- c. Special Event: Ice Cream Social after July 4 Parade – July 4, 2023

There was a voice vote.

MOTION PASSED

5. CITIZEN COMMENTS

There were no citizen comments.

6. COMMISSION COMMENTS

Maguire spoke about Neighborhood Storytime Hour at the Plymouth District Library she recently read at. The next one will be on July 18, 2023 at 5:30 at the library; Mayor Moroz will be reading.

Thomey congratulated Lt. Grabowski on completing the FBI Academy. He is also looking forward to the park meetings and thanks all sponsors and everyone involved.

O'Donnell is also looking forward to the parks meetings and encouraged residents to attend.

Deal echoed all comments.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

a. 4th Quarter Budget Amendments

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

RESOLUTION 2023-62

WHEREAS Actual patterns of departmental expenditures occur differently than originally projected in the 2022-2023 City Budget as adopted in June of 2022; 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 2022-2023 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, 2023. There was a voice vote for the amendment.

There was a voice vote.

MOTION PASSED

**BUDGET ADJUSTMENT SUMMARY
FOURTH QUARTER - FY 22-23**

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	6,769,220	-	-	-	-	-	6,769,220
Licenses & Permits	3,700	-	-	-	-	-	3,700
Federal/State Grants	479,100	-	-	-	(389,100)	(389,100)	90,000
State-Shared Revenues	1,169,387	-	-	-	88,000	88,000	1,257,387
Charges for Services	890,430	-	-	8,025	-	8,025	898,455
Cemetery Revenues	157,500	-	1,360	500	5,000	6,860	164,360
Parking Revenues	65,200	-	900	22,000	6,500	29,400	94,600
Other Operating Revenues	850,540	13,075	(790)	51,050	65,000	128,335	778,875
Appropriation of Surplus	968,107	(5,685)	35,465	-	(176,960)	(147,160)	818,947
Total Operating Revenue	11,151,184	7,410	36,925	81,575	(401,560)	(275,650)	10,875,534
Transfers In From Other Sources	10,000	-	-	-	-	-	10,000
Total Revenue All Classes	11,161,184	7,410	36,925	81,575	(401,560)	(275,650)	10,885,534
GENERAL FUND EXP: #101							
City Commission	133,725	-	4,350	1,700	2,600	8,650	142,375
City Manager	351,190	-	2,000	6,910	4,935	13,845	365,035
Legal Services	149,500	3,000	-	2,000	5,000	10,000	169,500
Finance Department	602,050	-	(38,125)	3,300	(26,000)	(60,825)	541,225
City Clerk	178,030	550	1,000	5,970	11,000	18,520	196,550
City Assessor	88,565	-	-	-	(5,250)	(5,250)	83,315
Management Information Services	366,200	-	-	3,250	1,000	4,250	370,450
Election Services	112,340	900	5,625	1,855	1,100	9,480	121,820
Cemetery	157,590	-	1,100	1,230	2,000	4,330	161,910
Police Department	4,413,260	-	(11,850)	290	133,500	121,940	4,535,200
Fire Department	1,225,125	60	-	4,100	9,000	13,160	1,238,285
MSD Administration	346,075	2,000	5,230	6,025	2,600	15,855	361,930
City Hall Maintenance	116,605	-	-	29,150	18,000	47,150	163,755
Parks & Public Property	212,360	-	20	350	3,600	3,970	216,330
MSD Yard Maintenance	83,845	-	-	-	2,000	2,000	85,845
Street Lighting	195,000	-	-	-	13,000	13,000	208,000
Miscellaneous MSD Services	2,375	-	-	50	-	50	2,425
Bathery Maintenance Expense	-	-	1,000	-	1,000	2,000	2,000
Special Events	181,175	-	-	-	-	-	181,175
Parking System	52,750	900	9,700	30,000	1,000	41,600	94,350
MSD Services - DDA	174,725	-	1,500	500	1,000	3,000	177,725
Other Functions	291,785	-	1,875	6,750	10,500	19,125	310,911
Capital Outlay	1,257,300	-	103,500	(71,855)	(598,145)	(566,500)	690,900
Debt Service	32,565	-	-	-	-	-	32,565
Tot. Gen'l Operating Expenditures	10,724,126	7,410	86,925	31,575	(406,560)	(280,650)	10,443,476
Transfers Out to Other Funds	387,058	-	-	50,000	5,000	55,000	442,058
Contingency	50,000	-	(60,000)	-	-	(60,000)	-
Total Expenditures	11,161,184	7,410	36,925	81,575	(401,560)	(275,650)	10,885,534

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	786,889	-	-	-	-	-	786,889
Contrib & Other	5,000	-	2,500	-	10,000	12,500	17,500
Appropriation of Surplus	-	-	40,981	6,650	-	47,631	47,631
TOTAL REVENUE	791,889	-	43,481	6,650	10,000	60,131	852,020
MAJOR ST FUND EXP: #202							
Administration/Debt	58,499	-	(27,394)	-	-	(27,394)	28,105
Routine Maintenance	151,830	-	350	5,000	17,500	22,850	174,710
Stormwater System Maintenance	1,000	-	-	1,000	-	1,000	2,000
Traffic Signal Maintenance	84,710	-	-	-	(10,000)	(10,000)	74,710
Snow & Ice Control	74,375	-	25	150	2,600	2,675	77,050
Road Construction	30,000	-	70,500	500	-	71,000	101,000
Transfers Out to Other Funds	393,445	-	-	-	-	-	393,445
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	791,889	-	43,481	6,650	10,000	60,131	852,020

BUDGET ADJUSTMENT SUMMARY
FOURTH QUARTER - FY 22-23

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	263,152	-	-	-	26,873	26,873	290,025
Contrib & Other	406,685	-	100	3,000	627	3,727	410,412
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUE	669,837	-	100	3,000	27,500	30,600	700,437
LOCAL ST FUND EXP: #203							
Administration/Debt	26,775	-	-	-	-	-	26,775
Routine Maintenance	180,775	-	175	3,600	33,000	36,775	197,550
Stormwater System Maintenance	1,000	-	-	-	-	-	1,000
Traffic Signal Maintenance	51,625	-	-	-	(13,000)	(13,000)	38,625
Snow & Ice Control	32,450	-	150	3,000	7,500	10,650	43,100
Road Construction	30,000	-	-	6,000	-	6,000	36,000
Contingency	367,212	-	(225)	(9,600)	-	(9,825)	357,387
TOTAL EXPENDITURES	669,837	-	100	3,000	27,500	30,600	700,437

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	645,500	-	(2,075)	3,000	75,000	75,925	721,425
Transfer from General Fund	250,000	-	-	-	-	-	250,000
Administrative Charges	1,000	-	-	2,500	6,000	8,500	9,500
Program Fees & Charges	250,000	-	5,000	10,000	1,000	16,000	266,000
Appropriation of Surplus	-	-	-	36,080	(19,000)	17,080	17,080
TOTAL REVENUE	1,146,500	-	2,925	51,580	63,000	117,505	1,264,005
RECREATION FUND EXP: #208							
Cultural Center & Administration	994,345	-	50	36,500	42,500	79,050	1,073,395
Basic Skills	-	-	-	-	-	-	-
Recreation Vending	-	-	-	-	-	-	-
Recreation Services	13,850	-	800	530	-	1,330	15,180
Adult Athletics	-	-	-	-	-	-	-
Youth Athletics	5,400	-	-	-	3,000	3,000	8,400
Miracle League	10,000	-	-	-	-	-	10,000
PCHA	-	-	-	-	-	-	-
PCHA - Mini Mites	-	-	125	300	-	425	425
MSD Services	6,740	-	650	50	1,000	1,700	8,440
Soccer	98,650	-	-	6,500	11,000	17,500	116,150
Liquor	3,540	-	1,300	3,800	2,000	7,100	10,640
Classes & Special Events	7,950	-	-	3,900	3,500	7,400	15,350
Therapeutic Program	1,000	-	-	-	-	-	1,000
Senior Programs-Classes	5,025	-	-	-	-	-	5,025
Plymouth-Canton Steelers	-	-	-	-	-	-	-
Capital Outley	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,146,500	-	2,925	51,580	63,000	117,505	1,264,005

BUDGET ADJUSTMENT SUMMARY
FOURTH QUARTER - FY 22-23

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	1,148,630	-	7,500	-	49,000	56,500	1,205,130
Sales of Service	440,600	9,925	-	3,125	7,500	20,550	461,150
Transfer from General Fund	9,048	-	1,300	-	-	1,300	10,348
Appropriation of Surplus	61,137	(8,825)	70,718	11,325	-	73,218	134,355
TOTAL REVENUE	1,659,415	1,100	79,518	14,450	56,500	151,568	1,810,983
SOLID WASTE FUND EXP: #226							
Operating Expenses	1,629,415	1,100	109,518	14,450	56,500	181,568	1,810,983
Capital Outlay	30,000	-	(30,000)	-	-	(30,000)	-
Contingency	-	-	-	-	-	-	-
Transfers Out to Other Funds	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,659,415	1,100	79,518	14,450	56,500	151,568	1,810,983

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	1,135,110	-	-	26,400	-	26,400	1,161,510
Program Fees & Other	78,550	8,200	-	4,590	-	12,790	89,340
Appropriation of Surplus	-	48,245	-	(9,400)	-	38,845	38,845
TOTAL REVENUES	1,211,660	56,445	-	21,590	-	78,035	1,289,695
DDA OPER FUND EXP: #248							
Administration	348,125	10,000	-	(19,400)	-	(9,400)	336,725
Police Services	34,990	-	-	20	-	20	35,010
Parking System	54,120	-	-	-	-	-	54,120
Saxton Parking Facility	-	-	-	-	-	-	-
DDA Marketing	100,700	-	-	-	-	-	100,700
Streetscape Maintenance	312,220	-	-	(7,530)	-	(7,530)	304,690
Contrib to DDA Debt Funds	223,580	-	-	-	-	-	223,580
Contrib to DDA Cap Imp Fund	25,000	161,390	-	48,500	-	209,890	234,890
Contingency	114,945	(114,945)	-	-	-	(114,945)	-
TOTAL EXPENDITURES	1,211,660	56,445	-	21,590	-	78,035	1,289,695

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	575,850	850	850	-	10,400	11,900	587,750
Contrib. & Other	41,100	-	-	50,000	(5,400)	44,600	85,700
Appropriation of Surplus	6,000	-	105	(6,105)	-	(6,000)	-
TOTAL REVENUES	622,950	850	755	43,895	5,000	50,500	673,450
BLDG & ENGINEERING FD EXP: #249							
Engineering/Inspections	622,950	850	755	27,425	-	29,030	651,980
Capital Outlay	-	-	-	-	-	-	-
Contingency	-	-	-	16,470	5,000	21,470	21,470
TOTAL EXPENDITURES	622,950	850	755	43,895	5,000	50,500	673,450

BUDGET ADJUSTMENT SUMMARY
FOURTH QUARTER - FY 22-23

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
OUDA Community Center	2,000	-	-	-	-	-	2,000
Senior Transportation	86,550	-	-	-	-	-	86,550
Contingency	3,680	-	-	-	-	-	3,680
TOTAL EXPENDITURES	92,730	-	-	-	-	-	92,730

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	365,480	-	-	-	4,450	4,450	369,930
Contrib. & Other	210	-	-	-	-	-	210
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	365,690	-	-	-	4,450	4,450	370,140
BROWNFIELD OPER FUND EXP: #254							
Administration	36,550	-	-	-	-	-	36,550
Site Remediation	328,930	-	-	-	-	-	328,930
Contrib & Other	-	-	-	-	-	-	-
Contingency	210	-	-	-	4,450	4,450	4,660
TOTAL EXPENDITURES	365,690	-	-	-	4,450	4,450	370,140

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
BROWNFIELD SITE REM FUND REV: #255							
Federal/State Grants	-	-	-	-	100,000	100,000	100,000
Contrib. & Other	50	-	-	-	-	-	50
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	50	-	-	-	100,000	-	100,050
BROWNFIELD SITE REM FUND REV: #255							
Capital Improvements	-	-	-	-	100,000	100,000	100,000
Miscellaneous	50	-	-	-	-	-	50
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	50	-	-	-	100,000	100,000	100,050

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	-	-	-	(55,000)	(55,000)	-
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUE	55,000	-	-	-	(55,000)	(55,000)	-
BUDGET STABILIZATION FUND REV: #257							
Contingency	55,000	-	-	-	(55,000)	(55,000)	-
TOTAL EXPENDITURES	55,000	-	-	-	(55,000)	(55,000)	-

BUDGET ADJUSTMENT SUMMARY
FOURTH QUARTER - FY 22-23

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
OMNIBUS FORFEITURE FUND REV: #267							
Forfeiture	1,100	-	-	-	4,370	4,370	5,470
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUE	1,100	-	-	-	4,370	4,370	5,470
OMNIBUS FORFEITURE FUND REV: #267							
Administration	1,100	-	-	-	4,370	4,370	5,470
TOTAL EXPENDITURES	1,100	-	-	-	4,370	4,370	5,470

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
PUBLIC IMP FUND REV: #401							
Contrib. & Other	50	-	-	-	56,300	56,300	56,350
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	50	-	-	-	56,300	56,300	56,350
PUBLIC IMP FUND EXP: #401							
Contrib. & Other	-	-	-	-	-	-	-
Contingency	50	-	-	-	56,300	56,300	56,350
TOTAL EXPENDITURES	50	-	-	-	56,300	56,300	56,350

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							
Federal/State Grants	145,000	-	-	-	272,770	272,770	417,770
Contrib. & Other	4,000	-	-	-	150	150	4,150
Appropriation of Surplus	16,000	-	-	-	-	-	16,000
TOTAL REVENUES	165,000	-	-	-	272,920	272,920	437,920
REC CAP IMP FUND EXP: #402							
Capital Improvements	165,000	-	-	-	272,920	272,920	437,920
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	165,000	-	-	-	272,920	272,920	437,920

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	161,390	-	48,500	-	209,890	234,940
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	25,050	161,390	-	48,500	-	209,890	234,940
DDA CAP IMP FUND EXP: #405							
Capital Improvements	25,000	161,390	-	48,500	-	209,890	234,890
Contingency	50	-	-	-	-	-	50
TOTAL EXPENDITURES	25,050	161,390	-	48,500	-	209,890	234,940

BUDGET ADJUSTMENT SUMMARY
FOURTH QUARTER - FY 22-23

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
2015 LTGO CAP IMP BD CONSTR FD REV:							
Contrib. & Other	800	-	-	-	8,200	8,200	9,000
Appropriation of Surplus	825,000	-	-	-	-	-	825,000
TOTAL REVENUES	825,800	-	-	-	8,200	8,200	834,000
2015 LTGO CAP IMP BD CONSTR EXP:							
Capital Outlay	825,000	-	-	-	(402,000)	(402,000)	423,000
Contingency	800	-	-	-	410,200	410,200	411,000
TOTAL EXPENDITURES	825,800	-	-	-	8,200	6,200	834,000

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	4,865,105	-	-	-	240,000	240,000	5,105,105
Sale of Bonds	-	-	-	-	-	-	-
Appropriation of Surplus	273,980	13,100	108,880	-	(201,352)	(79,372)	194,608
TOTAL REVENUES	5,139,085	13,100	108,880	-	38,648	160,628	5,299,713
WATER/SEWER OPER FUND EXP:							
Administration	4,427,105	11,000	1,775	(7,000)	2,548	8,323	4,435,428
Trunk & Lateral	226,125	-	106,330	3,700	17,000	127,030	353,155
Mains Maintenance	223,945	100	150	(13,600)	10,750	(2,800)	221,345
Meter Maintenance	153,035	2,000	600	27,900	3,725	34,225	187,260
Service Maintenance	58,000	-	25	(4,500)	2,500	(1,975)	56,025
Hydrant Maintenance	50,875	-	-	(6,500)	2,125	(4,375)	46,500
Capital Outlay	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	5,139,085	13,100	108,880	-	38,648	160,628	5,299,713

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	813,340	5,000	247,398	16,575	5,750	274,723	1,088,063
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	813,340	5,000	247,398	16,575	5,750	274,723	1,088,063
EQUIPMENT FUND EXP:							
Miscellaneous	778,575	400	175	20,000	5,750	26,325	804,900
Contingency	34,765	4,600	247,223	(3,425)	-	248,398	283,163
TOTAL EXPENDITURES	813,340	5,000	247,398	16,575	5,750	274,723	1,088,063

b. Community Development Fee Schedule

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

RESOLUTION 2023-63

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 reviews 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, 2023.

There was a voice vote.

MOTION PASSED

c. Property & Liability Insurance Renewal 2023-24

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

RESOLUTION 2023-64

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 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 \$268,287 for Property & Liability coverage and an additional \$18,384 for supplemental policies.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize payment of the Commercial Property & Liability Insurance Package annual premiums to HUB International in an amount not to exceed \$268,287 for Property & Liability coverage and an additional \$18,384 for supplemental policies. Funding for these premiums are authorized from the various funds as determined by the City's budget.

There was a voice vote.

MOTION PASSED

9. REPORTS AND CORRESPONDENCE

a. Old Village TIF Presentation – John Buzuvis

Economic Development Director John Buzuvis gave a presentation on Tax Increment Financing for Old Village.

Follow-up discussion included questions about the time frame/length of the plan, if a plan can be “discontinued” once its enacted, how much the annual operating costs will be (after the payback period for start-up costs), as well as the TIF providing some basic funding level for ongoing improvement projects, even small-scale projects.

b. Liaison Reports

O’Donnell reported on the last Planning Commission meeting.

c. Appointments

There were no appointments.

10. ADJOURNMENT

A motion to adjourn was offered by Thomey and seconded by O’Donnell at 7:52 p.m.

There was a voice vote.

MOTION PASSED

NICK MOROZ
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC
CITY CLERK