



# Plymouth City Commission

## Regular Meeting Agenda

Tuesday, January 20, 2026 7:00 p.m.

Plymouth City Hall & Online Zoom Webinar

---

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

Join Zoom Webinar: [Jan 20 https://us02web.zoom.us/j/87109729079](https://us02web.zoom.us/j/87109729079)

Passcode:842894 Webinar ID: 871 0972 9079

### 1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call

### 2. APPOINTMENT – CITY COMMISSION

### 3. APPROVAL OF MINUTES

- a. January 5, 2026 City Commission Regular Meeting Minutes
- b. January 8, 2026 City Commission Special Meeting Minutes
- c. January 13, 2026 City Commission Special Meeting Minutes

### 4. APPROVAL OF THE AGENDA

- a. Approval of December 2025 Bills

### 5. ENACTMENT OF THE CONSENT AGENDA

- a. Special Event: Spring Artisan Market- Saturday 4/18/2026
- b. Special Event: OLGC PraiseFest in Kellogg Park- Sunday 6/7/2026

### 6. CITIZEN COMMENTS

### 7. COMMISSION COMMENTS

### 8. PUBLIC HEARING

- a. Old Village Corridor Improvement/Tax Increment Finance Authority

### 9. OLD BUSINESS

### 10. NEW BUSINESS

- a. Final Payment Proline Asphalt - Saxton's Project
- b. First Amendment to Salem Landfill Letter of Intent
- c. 2026 Infrastructure Program – Design Authorization

### 11. REPORTS AND CORRESPONDENCE

- a. Liaison Reports
- b. Appointments

### 12. ADJOURNMENT

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

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

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

# City of Plymouth Strategic Plan 2022-2026

## GOAL AREA ONE- SUSTAINABLE INFRASTRUCTURE

### OBJECTIVES

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

## GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

### OBJECTIVES

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

## GOAL AREA THREE- COMMUNITY CONNECTIVITY

### OBJECTIVES

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

## GOAL AREA FOUR- ATTRACTIVE, LIVABLE COMMUNITY

### OBJECTIVES

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

*“The government in this community is small and accessible to all concerned.”*

-Plymouth Mayor Joe Bida  
November 1977



## Administrative Recommendation – Item 2

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

To: Mayor & City Commission  
From: Chris S. Porman, City Manager  
CC: S:\Manager\Porman Files\Memorandum - Appointment of Replacement for City Commission - 01-05-26.docx  
Date: January 14, 2026  
RE: Appointment and Compliance with City Charter Section 4.12

---

### Background

As was discussed, and acted on, during the previous Commission meeting there is a vacancy on the City Commission, following the resignation of Commissioner Pobur. The City Commission formally accepted her resignation at the January 5, 2026 meeting. According to the City Charter, the Mayor shall appoint someone qualified for the position, and that appointment is then confirmed by the City Commission. I was notified that the Mayor had appointed Latricia Horstman to fill the remaining term of the vacancy.

The City Charter states:

*Section 4.12. - Filling Vacancies.*

*Except in case of recall, if a vacancy occurs in any elective office, the Mayor shall appoint within twenty-eight (28) days after such vacancy occurs, a person who possesses the qualifications required of holders of said office to fill such vacancy. After said appointment is made by the Mayor, the City Commission shall confirm and approve such appointment at its next regularly scheduled meeting. Any person so appointed to the office of Commissioner shall hold that office for the remainder of the term of the office that was vacated. In the event a vacancy occurs in the office of Commissioner within thirty days prior to a regular city election such vacancy shall not be filled by the Commission until the first meeting after its organization meeting following such election.*

### Recommendation

The City Administration recommends having the Mayor proceed with the appointment of a person to fill the vacancy and to have the City Commission confirm and approve the appointment, in accordance with the Charter.



Outlook

---

**RE: Vacant Seat on the Plymouth City Commission**

---

From Commissioner/Mayor Filipczak, Linda <lfilipczak@plymouthmi.gov>

Date Sun 1/11/2026 8:30 PM

To Porman, Chris <cporman@plymouthmi.gov>

Good evening, Chris,

Per the City of Plymouth Charter, I am appointing ***Latricia Hortsman*** to fill the remaining term of the vacant seat on the Plymouth City Commission.

Warm Regards,

**Linda**

**Linda A. Filipczak, RN, BSN, MBA**

Mayor of Plymouth, Michigan

Office: 734-453-1234 ext. 262

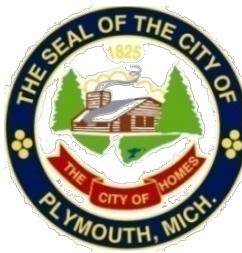
## RESOLUTION

The following Resolution was offered by Comm. \_\_\_\_\_ and seconded by Comm. \_\_\_\_\_.

WHEREAS There was a vacancy in the office of City Commissioner created on December 15, 2025, when Commissioner Colleen Pobur submitted her resignation from the City Commission effective at the end of the meeting on December 15, 2025; and

WHEREAS The resignation was acted upon at the Commission meeting on January 5, 2026.

NOW, THEREFORE, BE IT RESOLVED the City Commission of the City of Plymouth does hereby confirm the Mayor's appointment of Latricia Horstman to the office of City Commissioner to fulfill the term of office of Colleen Pobur and the appointment is to be effective starting on January 20, 2026.



# City of Plymouth

ITEM #3.a

## City Commission Regular Meeting Minutes

Monday, January 5, 2026, 7:00 p.m.

Plymouth City Hall 201 S. Main Street

---

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

### 1. CALL TO ORDER

Mayor Linda Filipczak called the meeting to order at 7:00 p.m. with the Pledge of Allegience led by Scout Troop 1151 of Dearborn, MI

Present: Mayor Linda Filipczak, Mayor Pro Tem Joe Elliott, Commissioners Jennifer Kehoe, Minton, Karen Sisolak

Excused: Commissioner Alanna Maguire

Also present: City Manager Chris Porman, City Attorney Bob Marzano, and various members of the City Administration

### 2. APPROVAL OF MINUTES

a. Motion to approve the December 15, 2025 City Commission Regular Meeting Minutes made by Minton supported by Elliott

There was a voice vote.

MOTION PASSED UNANIMOUSLY

### 3. APPROVAL OF THE AGENDA

Motion to approve the agenda for January 5, 2026 made by Minton supported by Sisolak

There was a voice vote.

MOTION PASSED UNANIMOUSLY

### 4. ENACTMENT OF THE CONSENT AGENDA

None

### 5. CITIZEN COMMENTS

Suzie Fanning 1274 Penniman, congratulated electeds, thanked commissioners for their work, and introduced herself as a 2026 Wayne County Probate Judge candidate

Ed Walton 1465 Palmer, spoke about the City's contract with WCA Assessing being up for renewal in April. He also thanked DMS for replacing the fire hydrant and the tree on their island.

### 6. COMMISSION COMMENTS

Commission members wished everyone a Happy New Year, and are look forward to positive progress for 2026. Sisolak noted that her New Year's resolution is to work for improving communication in the City. Elliott commented that there is a City Commission Teambuilding Workshop on 1/8/26 and public is welcome to attend. Threere is also a WWII documentary premiering at the Penn on the same night. Filipczak complimented DMS, PD and DDA for their extra efforts in December and also recognized employee anniversaries: Al Cox - Director of Public Safety/Chief of Police, 28 Yrs; Scott Hockenberry - Police Officer/Detective, 9 Yrs; Greg DiMaio – Police Officer, 4 Yrs; Dee Dee Perino – Police Records TechniciaN, 4 Yrs; James Cleary – Parking Enforcement Officer, 3 Yrs; Alex Tomalak – DDA Public Relations, 1 Yr; Haley Hall – Community Development Coordinator, 1 Yr.

**7. OLD BUSINESS**

None

**8. NEW BUSINESS**

a. Resignation of City Commissioner

Motion to authorize the following resolution made by Elliott, supported by Sisolak;

RESOLUTION 2026-01

WHEREAS Section 4.10 of the City Charter provides that resignations of elective officers shall be made in writing, filed with the City Clerk, and acted upon by the City Commission at its next regular meeting; and

WHEREAS The written resignation of Colleen Pobur, City Commissioner, effective at the end of the Commission meeting on December 15, 2025, has been filed with the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Plymouth that the resignation of Colleen Pobur as City Commissioner is hereby accepted, effective December 15, 2025 at the conclusion of the City Commission meeting; and

BE IT FURTHER RESOLVED that a vacancy is declared in the office of City Commissioner, to be filled in accordance with Section 4.12 of the City Charter.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Authorization to Hire – DMS

Motion to authorize the following resolution made by Minton, supported by Kehoe;

RESOLUTION 2026-02

WHEREAS The City Commission did adopt what is commonly known as the Hiring Ordinance in August of 2000; and

WHEREAS The Ordinance requires that the City Administration seek prior and express approval for any full-time position; and

WHEREAS The City Administration is seeking prior and express approval for the hiring of two (2) Municipal Services employees to fill vacancies in that department.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize prior and express approval to hire two (2) Municipal Services employees.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. Authorization to Hire - PD

Motion to authorize the following resolution made by Kehoe, supported by Minton;

RESOLUTION 2026-03

WHEREAS The City Commission did adopt what is commonly known as the Hiring Ordinance in August of 2000; and

WHEREAS The Ordinance requires that the City Administration seek prior and express approval for any full-time position; and

WHEREAS The City Administration is seeking prior and express approval for the hiring of a police officer to fill a vacancy in that department.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize prior and express approval to hire a police officer. The City Administration is authorized to proceed with hiring the new police officer.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

## 9. REPORTS AND CORRESPONDENCE

### a. Liaison Reports

Kehoe: DDA meeting in next Monday 1/12/26

Elliott: No ZBA or HDC meetings this month

Sisolak: Reported on OVA and their meetings are the fourth Wednesday of the month

### b. Appointments

Filipczak put forward the following board appointments with a motion to approve made by Elliott, seconded by Sisolak:

Board of Review: Steve Aldrich Appointed as Full Member from Alternate Member

Cemetery Board: Pat Grzywacz Reappointed

DDA: Kerri Pollard Reappointed

Brian Harris Reappointed

Paul Salloum Reappointed

HDC: Stan Cole Reappointed

Jeremy Borys Reappointed

Housing Commission: Tara Ahmet Reappointed

There was a voice vote.

MOTION PASSED UNANIMOUSLY

## 10. ADJOURNMENT

The next regular City Commission meeting is 7:00 pm on Tuesday, January 20 at Plymouth City Hall.

Motion made by Sisolak, supported by Minton to adjourn the meeting at 7:20 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

---

LINDA FILIPCZAK  
MAYOR

---

MAUREEN A. BRODIE, CMC, MiPMC  
CITY CLERK



# Special Meeting

## Plymouth City Commission

### Teambuilding Workshop

Thursday January 8, 2026 – 5:00 p.m.

Plymouth Cultural Center, 525 Farmer St., Plymouth, MI

---

ITEM #3b

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

#### 1. CALL TO ORDER

The meeting was called to order at 5:15 p.m.

Mayor Filipczak thanked everyone for attending and welcomed Dr. Lew Bender.

PRESENT: Mayor Linda Filipczak, Mayor Pro Tem Joe Elliott, Commissioners Jennifer Kehoe, Brock Minton

EXCUSED: Commissioners Alanna Maguire, Karen Sisolak

ALSO PRESENT: City Manager Chris Porman, Attorney Bob Marzano and various department heads

#### 2. CITIZEN COMMENTS

None.

#### 3. TEAM BUILDING WORKSHOP EXERCISES FACILITATED BY DR. LEW BENDER

Dr. Lew Bender facilitated the meeting, providing various team-building exercises and discussion with City Commission and staff.

#### 4. ADJOURNMENT

The meeting was adjourned at 8:44 p.m.

---

LINDA FILIPCZAK  
MAYOR

---

MAUREEN A. BRODIE, CMC, MiPMC  
CITY CLERK



# Special Meeting Plymouth City Commission Community Conversation

Tuesday January 13, 2026 – 7:00 to 9:00 p.m.

Plymouth Cultural Center, 525 Farmer St., Plymouth, MI

---

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

## 1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

PRESENT: Mayor Linda Filipczak, Mayor Pro Tem Joe Elliott, Commissioners Jennifer Kehoe, Alanna Maguire, Brock Minton, Karen Sisolak

ALSO PRESENT: City Manager Chris Porman and various department heads

## 2. CITIZEN COMMENTS

Citizens spoke as part of the community conversation (item 3)

## 3. COMMUNITY CONVERSATION

Filipczak and Porman invited residents to speak about things they felt could be addressed as the Commission prepares to form their one-year tasks for the Strategic Plan.

Ideas to explore for improvement and areas of concern included the following:

Form-based code	Sidewalk snow removal
Communication efforts	Delayed trash pickup
Flooding/stormwater issues	Pedestrian safety/RRFB/bike lanes
Housing/density	Public alley maintenance
Food composting	Senior services
Event impacts	Cemetery maintenance
Vacant commercial properties	Potholes and road ride quality
Parks (Fairground) improvements	Public Safety communication
Process for developments	Website navigation
Appointments	'Open Issues' list-Tornado sirens, school crossing safety, bid process,
Affordable housing/home sizes	City Charter updates
Lead pipe replacement	Trees
Railroad Quiet Zones	Board rules

## 4. ADJOURNMENT

Porman reviewed the items listed above and Minton made a motion to adjourn. The meeting was adjourned at 9:15 p.m.

---

LINDA FILIPCZAK  
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC  
CITY CLERK



# Special Event Application

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-456-1892

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

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

Sponsoring Organization's Legal Name		Plymouth Downtown Development Authority							
Ph#	7344551453	Fax#		Email	dda@plymouthmi.gov	Website	downtownplymouth.org		
Address	831 Penniman Ave		City	Plymouth	State	MI	Zip	48170	
		Sam Plymale		Title		Director			
Sponsoring Organization's Agent's Name									
Ph#	7345365268	Fax#		Email	splymale@plymouthmi.	Cell#			
Address	831 Penniman Ave		City	Plymouth	State	MI	Zip	48170	

Event Name	Spring Artisan Market	
Event Purpose	Bring local artists and artisan vendors to Downtown Plymouth	
Event Date(s)	Saturday, April 18, 2026	
Event Times	9AM - 3PM	
Event Location	Kellogg Park	
What Kind Of Activities?	Handmade/artisan vendor sales, kid vendors, local non-profits, entertainment	

What is the Highest Number of People You Expect in Attendance at Any One Time? 250

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

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

\*This event will be held in The Gathering, along Penniman adjacent to Kellogg Park, and parts of Kellogg Park.\*  
Handmade/Artisan vendor sales, kid vendors, local non-profits, entertainment

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

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

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

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

2nd to last Sat in April or 1st Sat in May (if Easter)

Next year's specific dates:

Saturday, April 24, 2027

\*\*\*See section 12.13 for license & insurance requirements for vendors\*\*\*

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

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

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

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

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

Electricity, public bathrooms, signs put up to keep parking from The Gathering and Penniman the day prior to the

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

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

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

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

9. **UNLIMITED PARKING:** Are you requesting the removal of time limits on parking (see Policy 12.5)?

YES  NO

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

Throughout Downtown Plymouth to encourage visitors to stay and support local businesses.

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

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

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

12/19/2025

Date

**Signature of Sponsoring Organization's Agent**

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

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

Phone: (734) 453-1234 ext. 203

Name of Event: Spring Artisan Market 2024  
Date: 4/18/24  
Location: Kellogg Park

MUNICIPAL SERVICES:	<input checked="" type="radio"/> Approved	Denied	(list reason for denial)	Initial
<i>No Parking signage</i>				
\$250 Bathroom Cleaning Fee Per Day of Event? <input checked="" type="radio"/> YES NO				
Labor Costs:	\$ 150.00	Equipment Costs:	\$ 50.00	Materials Costs \$ 50.00
POLICE:	<input checked="" type="radio"/> Approved	Denied	(list reason for denial)	Initial <i>JCC</i>
<i>No Services NEEDED</i>				
Labor Costs \$	Equipment Costs \$	Materials Costs \$	<i>0</i>	
FIRE:	<input checked="" type="radio"/> Approved	Denied	(list reason for denial)	Initial <i>RS</i>
<i>No Services NEEDED</i>				
Labor Costs \$	Equipment Costs \$	Materials Costs \$	<i>0</i>	
HVA:	<input checked="" type="radio"/> Approved	Denied	(list reason for denial)	Initial
<i>0</i>				
DDA:	<input checked="" type="radio"/> Approved	Denied	(list reason for denial)	Initial <i>SBP</i>
<i>0</i>				
Labor Costs \$	Equipment Costs \$	Materials Costs \$	<i>0</i>	
RISK MANAGEMENT:	<input checked="" type="radio"/> Approved	Denied	(list reason for denial)	Initial <i>WCB</i>
Class I – Low Hazard				
Class II – Moderate Hazard				
Class III – High Hazard				
Class IV – Severe Hazard				



# Special Event Application

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

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

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

<b>Sponsoring Organization's Legal Name</b>		Our Lady of Good Counsel Parish Plymouth						
Ph#	734 453 0326	Fax#		Email	lajinesstg@olcparish.n	Website	olcparish.net	
Address	1062 Church St.		City	Plymouth	State	Michig	Zip 48170	
		Reverend Todd Lajiness				Moderator		
<b>Sponsoring Organization's Agent's Name</b>							Title	
Ph#	734 453 0326	Fax#		Email	lajinessst@olcparish.net	Cell#	734 625 5332	
Address	1062 Church St.		City	Plymouth	State	Michig	Zip 48170	

<b>Event Name</b>	PraiseFest in Kellogg Park
<b>Event Purpose</b>	Religious celebration and worship concert for Catholic feast day Corpus Christi
<b>Event Date(s)</b>	Sunday, June 7, 2026
<b>Event Times</b>	2:30 - 4:30 PM
<b>Event Location</b>	Kellogg Park

**What Kind Of Activities?** Exposition of the Blessed Sacrament, Praise and Worship, Prayer

**What Is the Highest Number of People You Expect in Attendance at Any One Time?** 1000

**Coordinating With Another Event?** YES  NO  If Yes, Event Name: \_\_\_\_\_

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

The program will include music, prayer, and a procession around Kellogg Park.  
Also requesting use of the Farmers' Market parking pavilion. Welcome tables and signage at park entrances for hospitality.

**RECEIVED**

DEC 11 2025

**City of Plymouth**

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: *(Weddings Ceremonies – Please Review Section 12.2 f.)*

City Operated  Co-sponsored Event  Other Non-Profit  Other For-Profit  Political or Ballot Issue

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

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

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

Changes with the liturgical calendar

Next year's specific dates:

May 30, 2027

\*\*\*See section 12.13 for license & insurance requirements for vendors\*\*\*

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

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

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

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

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

Police presence, municipal services assistance, tables and chairs (count TBD), sound system setup

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

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

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

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

9. **UNLIMITED PARKING:** Are you requesting the removal of time limits on parking (see Policy 12.5)?

YES  NO

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

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

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

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

12/3/2025

Date

  
Signature of Sponsoring Organization's Agent

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

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

**Phone: (734) 453-1234 ext. 203**

11. **INDEMNIFICATION AGREEMENT**

**INDEMNIFICATION AGREEMENT**

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

Signature   
Key: 10500ee-b51d-423f-a3a8-2979e01f13d8

Date \_\_\_\_\_

Witness \_\_\_\_\_

Date \_\_\_\_\_

Name of Event: PraiseFest + 2020  
Date: 4/17/20  
Location: Kellogg Park

MUNICIPAL SERVICES:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial	<i>(initials)</i>
<p>Labor 1 - FTE PA System</p>					
\$250 Bathroom Cleaning Fee Per Day of Event? <input checked="" type="radio"/> YES <input type="radio"/> NO					
Labor Costs: \$ 500.00	Equipment Costs: \$ 150.00	Materials Costs \$ 100.00			
POLICE:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial	<i>(initials)</i>
<p>1 - OFFICER @ 3 HRS</p>					
Labor Costs \$	Equipment Costs \$	Materials Costs \$	<i>216 -</i>		
FIRE:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial	<i>(initials)</i>
<p>NO SERVICES NEEDED</p>					
Labor Costs \$	Equipment Costs \$	Materials Costs \$	<i>(initials)</i>		
HVA:	<input type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial	
DDA:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial	<i>(initials)</i>
Labor Costs \$	Equipment Costs \$	Materials Costs \$	<i>(initials)</i>		
RISK MANAGEMENT:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial	<i>(initials)</i>
Class I - Low Hazard					
Class II - Moderate Hazard	Event sponsors must provide current Certificate of Insurance naming City of				
Class III - High Hazard	Plymouth as 'Additional Insured' including in the Description Box/Area.				
Class IV - Severe Hazard	Food vendor/service requirements per Special Event Policy, must also be met for any food.				



## Administrative Recommendation –

**ITEM #8a**

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

To: Mayor & City Commission  
From: Chris S. Porman, City Manager  
CC: S:\Manager\Porman Files\Memorandum - Public Hearing for CIA Development and TIF Plan 1-20-26.docx  
Date: January 15, 2026  
RE: Public Hearing for CIA Development and TIF Plan

---

### Background

In support of Strategic Goal Area One – Sustainable Infrastructure, the City of Plymouth has advanced its efforts to establish a sustainable financial model for the Old Village business district through the creation of a Corridor Improvement Authority (CIA). This initiative began in October 2024 with City Commission authorization to engage consulting partners Carlisle Wortman, Miller Canfield, and Wayne County Assessing to assist with CIA development.

As required by Public Act 57 of 2018, the City Commission approved the Intent to Create a CIA in April 2025 and held the first required public hearing in June 2025. Following the statutory 60-day waiting period, the City Commission formally established the CIA district and development area on August 18, 2025.

Subsequently, the CIA Board was appointed and has met since September 2025. The CIA Board has reviewed and formally approved the draft plan and recommends that the City Commission proceed with the second required public hearing.

All statutory posting, mailing, and publication requirements for the public hearing have been satisfied. These include the following:

- **Newspaper Publication:** Two notices published in a newspaper of general circulation at least 20 days prior to the public hearing
- **Mailed Notices:** Notices mailed at least 20 days prior to the hearing to property taxpayers within the development area and to all affected taxing jurisdictions, including certified mail to each taxing entity.
- **Posted Notices:** Posting of notices in at least 20 conspicuous public locations within the development area.

The public hearing provides an opportunity for interested parties to submit written or verbal comments on all aspects of the draft plan. Following the close of the hearing, state law requires a 60-day waiting period during which the City Commission is not authorized to take action.

During the 60-day waiting period, affected taxing jurisdictions—including Wayne County, the Huron-Clinton Metropolitan Authority, and Schoolcraft College—may elect to exempt their taxes from capture by resolution. All taxing jurisdictions have been notified in accordance with statutory requirements and have been engaged through ongoing communication. The waiting period concludes on **March 21, 2026**, after which the City Commission may consider approval of the Development and TIF Plan, with revenue projections adjusted as necessary based on participating jurisdictions.

## **Recommendation**

The administration recommends that the City Commission hold the second required public hearing on **Tuesday, January 20, 2026**, to receive public comment on the draft Development and Tax Increment Financing Plan. No further action is required or authorized at this time.



# Administrative Recommendation

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-4531234  
Fax 734-455-892

To: Chris Porman, City Manager  
From: John Buzuvis, Economic Development Director *JWB*  
CC: S:\City\Old Village TIF  
Date: January 12, 2026  
RE: Public Hearing-Old Village Corridor Improvement/Tax Increment Finance Authority

## Background

In October 2024, the City Commission authorized and approved expenditures to engage consulting partners (Carlisle Wortman, Miller Canfield, and Wayne County Assessing) to begin development of an Old Village Corridor Improvement Authority (CIA). This effort aligns with Strategic Goal Area One – Sustainable Infrastructure, specifically to “identify and establish sustainable financial model(s) for the Old Village business district.”

In April 2025, the City Commission approved the Intent to Create a Corridor Improvement Authority, as required by Public Act 57 of 2018. In June 2025, the City Commission held the first of two required public hearings to receive comments on the creation of the CIA. Following the statutorily required 60-day waiting period after the first public hearing, the City Commission formally created the CIA district and development area on August 18, 2025.

Following establishment of the district, the CIA Board was appointed and has met six times since September 2025. This includes a public engagement session held on December 2, 2025, to receive comments and feedback on the proposed Development and Tax Increment Financing Plan. Approximately 30 residents attended the session. Overall feedback was positive, and several comments were received, discussed by the Board, and incorporated into the draft plan where appropriate.

The enclosed draft Development and Tax Increment Financing Plan has been reviewed and approved by the CIA Board. The Board recommends that the City Commission hold the second statutorily required public hearing to receive comments on the draft plan. The draft plan and meeting minutes from the public engagement session are included for reference.

The creation and implementation of a CIA is governed by Public Act 57 of 2018, which establishes detailed procedural requirements, including timelines for review and approval by the City Commission, opportunities for public input through formal public hearings, and specific requirements for posting, publishing, and mailing public hearing notices.

State law requires that notice of the public hearing on the recommended plan be published twice in a newspaper of general circulation, with the first publication occurring not less than 20 days prior to the hearing. The notice was published on December 25, 2025, and January 9, 2026, in compliance with statutory requirements.

In addition, state law requires that notice be mailed not less than 20 days prior to the hearing to property taxpayers of record within the development area and to the governing body of each taxing jurisdiction whose taxes would be subject to capture if the plan is approved. The statute also requires posting of the notice in at least 20 conspicuous and public places within the development area not less than 20 days prior to the hearing. Further, notice must be sent by certified mail to the governing body of each affected taxing jurisdiction. Public hearing notices were mailed via First Class and Certified Mail on December 23, 2025, in compliance with these requirements.

Copies of the public hearing notice, along with affidavits of posting, mailing, and publication, are included for reference. The public hearing notice is required, by law, to include a statement related to the "...method of relocating families and individuals who may be displaced from the area..." as a result of the implementation/approval of the plan. The administration has received several questions related to this part of the notice. The plan, on page 31, indicates "There is no anticipated displacement or relocation required for this Plan." The section goes onto to note the requirements, laws, and methods used if relocation of individuals does become necessary. The plan, nor the administration, do not anticipate or expect any relocations to be necessary as part of plan implementation. This language is required to be in the hearing notice and plan by statute.

All aspects of the draft plan are open for discussion at the public hearing. The purpose of the hearing is to provide interested persons an opportunity to submit spoken and/or written comments regarding the plan. At the close of the public hearing, the City Commission is not authorized by statute to act, and the required 60-day waiting period will commence.

During this 60-day period, taxing jurisdictions subject to capture (including Wayne County, the Huron-Clinton Metropolitan Authority, and Schoolcraft College) may exempt their taxes from capture by adopting a resolution and notifying the City Clerk. All affected taxing jurisdictions have been notified throughout the process in accordance with statutory requirements, and staff have also engaged in additional communication through meetings, phone calls, and emails, particularly with Wayne County.

At the conclusion of the 60-day waiting period, the city will have confirmation of which taxing jurisdictions are participating. Revenue projections will be adjusted accordingly, if necessary. The 60-day waiting period concludes on March 21, 2026. After that date, the City Commission is authorized to act on approval of the Development and Tax Increment Financing Plan.

## **Recommendation**

The administration recommends that the City Commission hold the public hearing on Tuesday, January 20, 2026, at its regular City Commission meeting, as required by statute, to receive comments on the draft Development and Tax Increment Financing Plan. No further action is required or authorized at this time.

**RECODIFIED TAX INCREMENT FINANCING ACT (EXCERPT)**  
**Act 57 of 2018**

**125.4622 Development plan; public hearing; notice; contents; opportunity to speak; hearing record.**

Sec. 622.

(1) The governing body, before adoption of a resolution approving a development plan or tax increment financing plan, shall hold a public hearing on the development plan. Notice of the time and place of the hearing shall be given by publication twice in a newspaper of general circulation designated by the municipality, the first of which shall be not less than 20 days before the date set for the hearing. Notice of the hearing shall be posted in at least 20 conspicuous and public places in the development area not less than 20 days before the hearing. Notice shall also be mailed to all property taxpayers of record in the development area and to the governing body of each taxing jurisdiction levying taxes that would be subject to capture if the tax increment financing plan is approved not less than 20 days before the hearing. The notice of hearing within the time frame described in this subsection shall be mailed by certified mail to the governing body of each taxing jurisdiction levying taxes that would be subject to capture if the tax increment financing plan is approved.

(2) Notice of the time and place of hearing on a development plan shall contain all of the following:

(a) A description of the proposed development area in relation to highways, streets, streams, or otherwise.

(b) A statement that maps, plats, and a description of the development plan, including the method of relocating families and individuals who may be displaced from the area, are available for public inspection at a place designated in the notice.

(c) A statement that all aspects of the development plan will be open for discussion at the public hearing.

(d) Other information that the governing body considers appropriate.

(3) At the time set for the hearing, the governing body shall provide an opportunity for interested persons to speak and shall receive and consider communications in writing. The hearing shall provide the fullest opportunity for expression of opinion, for argument on the merits, and for consideration of documentary evidence pertinent to the development plan. The governing body shall make and preserve a record of the public hearing, including all data presented at the hearing.

**History:** 2018, Act 57, Eff. Jan. 1, 2019



# Plymouth City Commission

## Public Hearing Notice

Tuesday January 20, 2026, 7:00 p.m.  
Plymouth City Hall & Online Zoom Webinar

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

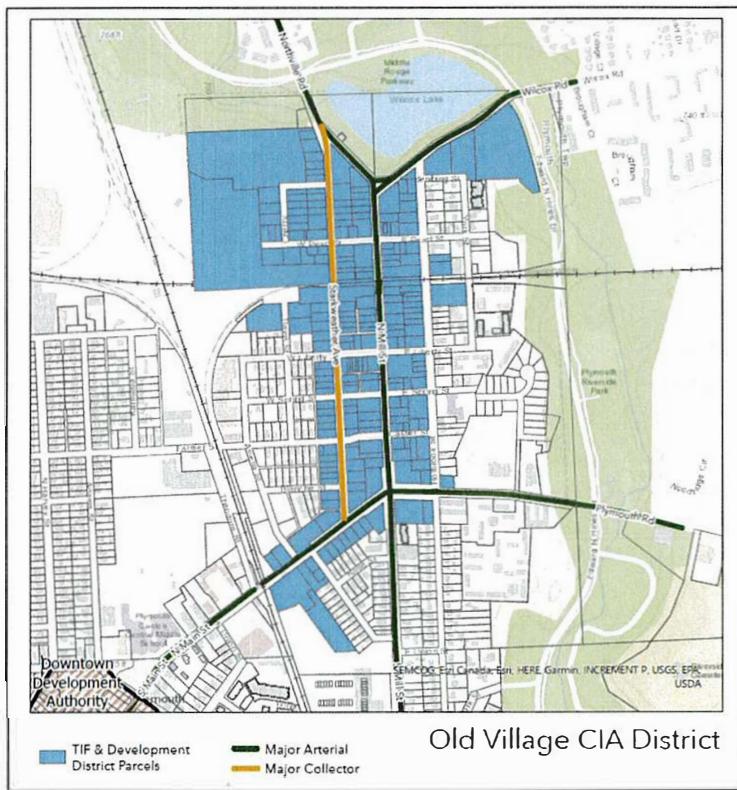
[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

### NOTICE OF PUBLIC HEARING

The City Commission of the City of Plymouth, Wayne County, Michigan, will hold a Public Hearing on:

**January 20<sup>th</sup>, 2026, at 7:00 pm**

At the Plymouth City Hall, 201 S Main St., Plymouth, MI 48170-1637, to provide an opportunity for interested persons to offer spoken and/or written communication related to the proposed development and Tax Increment Financing Plan. In accordance with Public Act 57 of 2018 as amended all aspects of the Development and Tax Increment Financing Plan will be open for discussion at the public hearing. The boundaries of the Corridor Improvement Authority Development area are depicted below. The development area is located between N. Main St. to the south, Wilcox Rd. and Northville Rd. to the north, Starkweather St. to the west and Hines Dr. to the east.



Maps, plats, a description of the development plan, including the method, if applicable, of relocating families and individuals who may be displaced from the area are available for public inspection at the City Clerk's Office during regular office hours 8:00 a.m. – 4:30 p.m. Monday through Friday or by phone at 734- 453-1234 ext. 234.

---

Maureen Brodie, CLERK  
City of Plymouth  
Wayne County, Michigan

**AFFIDAVIT OF POSTING NOTICE OF HEARING  
ON ESTABLISHMENT OF A CORRIDOR IMPROVEMENT AUTHORITY**

CITY OF PLYMOUTH, MICHIGAN

STATE OF MICHIGAN )  
: ss.  
COUNTY OF WAYNE )

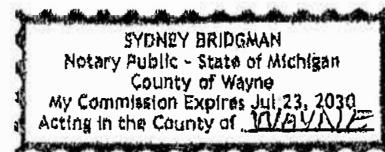
I, Haley Hall, being first duly sworn, depose and say that I did on the 26<sup>th</sup> and 30<sup>th</sup> days of December, 2025, post a notice of hearing on the Old Village Corridor Improvement Authority Development and Tax Increment Financing Plan, attached hereto and made a part hereof, in the following conspicuous and public places in the district described in the notice:

1. Kingfisher Bicycle – 139 W. Liberty posted 12/26/2025
2. The Bearded Lamb – 149 W. Liberty posted 12/26/2025
3. East Elm Kitchen Co. -- 173 W. Liberty posted 12/30/2025
4. Hermann's Olde Town Grille – 195 W. Liberty posted on 12/26/2025
5. My Little Needle Tattoos – 638 Starkweather posted on 12/26/2025
6. Urban Elm Boutique – 137 W. Liberty posted on 12/26/2025
7. Black Eagle Tattoo Co. 385 N. Mill St. posted on 12/26/2025
8. Speedway – 1066 N. Mill St. posted on 12/26/2025
9. Marathon Gas Station– 402 N. Mill St. posted on 12/26/2025
10. Meridian Coffee – 636 Starkweather posted on 12/26/2025
11. Taco Bell – 409 N. Main St. posted on 12/26/2025
12. Plymouth Jewelry – 620 Starkweather posted on 12/26/2025
13. KazMotive 1165 Starkweather St. posted on 12/26/2025
14. Markham Building Lobby – 340 N. Main St. posted on 12/26/2025
15. Monarch Paint – 384 Starkweather posted on 12/26/2025
16. Main St. Quick Stop – 480 N. Main St. posted on 12/26/2025

17. Tim Hortons – 150 Plymouth Rd. posted on 12/26/2025
18. Salon International – 696 N. Mill St. posted on 12/30/2025
19. Presbyterian Thrift Shop – 331 N. Main St. posted on 12/30/2025
20. Q Hair Studio – 630 Starkweather posted on 12/30/2025
21. Old Village General- 689 N. Mill St. posted on 12/30/2025

Subscribed and sworn to before me  
this 6 day of January 2026:

Sydney Bridgman  
Notary Public, Wayne County, Michigan  
My commission expires: 07/23/2030



43840119.1/071048.00047

**AFFIDAVIT OF MAILING NOTICE OF HEARING  
ON APPROVAL OF DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN**

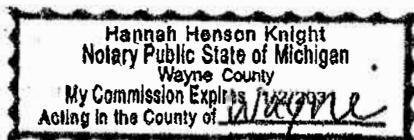
STATE OF MICHIGAN )  
: ss.  
COUNTY OF WAYNE )

I, John Buzuvis, being first duly sworn, deposes and says that (s)he personally prepared the notice of hearing on the approval of a Development Plan and Tax Increment Financing Plan for the City of Plymouth Old Village Corridor Improvement Authority, a copy of which notice is attached hereto and made a part hereof, for mailing to: a) each property taxpayer of record in the district described in the notice as shown on the last local tax assessment records of the City of Plymouth, a list of which property taxpayers is attached hereto and made a part hereof by first class mail, and b) the governing body of each taxing jurisdiction levying taxes that would be subject to capture if the tax increment financing plan is approved, a list of which is attached hereto and made a part hereof by certified mail; that (s)he personally checked each envelope against the list of such persons and that each envelope was properly addressed to each taxpayer as shown on the tax assessment rolls; that each envelope contained a copy of the notice, and was clearly addressed and securely sealed and carried postage fully prepaid for first class mail delivery to property owners and certified mail to the taxing units; and (s)he personally placed all of the envelopes in a United States Post Office receptacle on December 23, 2025.



Subscribed and sworn to before me  
this 24 day of January 2026.

Hannah Henson Knight  
Notary Public, Wayne County, Michigan  
My Commission expires: 11/2/2031  
A5372890 1/07/048.00047



Mailing List Taxing Jurisdictions CIA Development and Tax Increment Financing Plan Public Hearing 1-20-26

Plymouth District Library Board of Trustees 223 S. Main St Plymouth, MI 48170	Wayne County Commission Guardian Building 500 Griswold Detroit, MI 48226	Warren C. Evans, County Executive Guardian Building 500 Griswold Detroit, MI 48226
Schoolcraft College Board of Trustees 18600 Haggerty Road Livonia, MI 48152	Huron Clinton Metroparks Board of Commissioners Huron-Clinton Metropolitan Authority 13000 High Ridge Drive Brighton, MI 48114-9058	

WHEELER, DENNIS 46617 CAMELIA CANTON, MI 48187	C&O RR TAX DEPT 100 N CHARLES #206 BALTIMORE, MD 21201	MCKARGE LIVING TRUST 11614 LEHIGH COURT PLYMOUTH, MI 48170
OLD VILLAGE APARTMENTS 30928 FORD RD GARDEN CITY, MI 48135	CLARK, HELEN 1040 CHERRY PLYMOUTH, MI 48170	OPPAT, MARK T-MEIXNER, LEANN 253 BLANCHE PLYMOUTH, MI 48170
OPPAT-MEIXNER, MARK-LEANN 253 BLANCHE ST PLYMOUTH, MI 48170-1355	DONOFRIO, GREGORY-KRISTEN PO BOX 935 NORTHVILLE, MI 48167	OPPAT-MEIXNER, MARK-LEANN 253 BLANCHE PLYMOUTH, MI 48170
HINES PARK LINCOLN MERCURY 40601 W ANN ARBOR RD PLYMOUTH, MI 48170	EBERLINE, BRIAN 1101 N MILL PLYMOUTH, MI 48170	QUINN, ELIZABETH 1041 N MILL PLYMOUTH, MI 48170
CITY OF PLYMOUTH 201 S MAIN PLYMOUTH, MI 48170-1688	FCPT HOLDINGS LLC 591 REDWOOD HWY STE 3215 MILL VALLEY, CA 94941	SMITH, CYNTHIA 11655 FRANCIS AVE PLYMOUTH, MI 48170
ERPS, STEPHEN-JOHANNA 6776 MARSHAL RD DEXTER, MI 48130	HAJCIAR, D-KLEIN, D 904 STARKWEATHER PLYMOUTH, MI 48170	STESHETZ, MORRIS 9196 HACKBERRY AVE PLYMOUTH, MI 48170
TWO BROS LLC 950 STARKWEATHER PLYMOUTH, MI 48170	KRUSEN, GEORGE 253 W PEARL PLYMOUTH, MI 48170	STRATEGIC HOLDINGS LLC 1317 PARK PL PLYMOUTH, MI 48170-1522
LADENBERGER, GRACE-ROBERT 401 CORRINE CANTON, MI 48187-3207	LAZETTE, DEBORAH 1042 STARKWEATHER PLYMOUTH, MI 48170	TAYLOR FAMILY PROPERTIES LLC 17946 STONEBROOK CT NORTHVILLE, MI 48168
RR PEARL INVESTMENTS LLC 19322 GERALD ST, STE 200 NORTHVILLE, MI 48167	LOEFFLER, DONALD 312 W PEARL PLYMOUTH, MI 48170	TEAGAN, JOHN R 1030 CHERRY PLYMOUTH, MI 48170
AUGHENBAUGH, MELISSA 1055 STARKWEATHER PLYMOUTH, MI 48170	MC QUEEN, LEROY-JEAN 229 W PEARL PLYMOUTH, MI 48170	VERESH, KATHLEEN 1066 STARKWEATHER PLYMOUTH, MI 48170

WALLER, MARK-JAN  
1051 N MILL  
PLYMOUTH, MI 48170

GORZALSKI, JORDAN  
1087 N MILL  
PLYMOUTH, MI 48170

WARE, PATRICIA  
1069 STARKWEATHER  
PLYMOUTH, MI 48170

GRETCH, PAUL  
1069 N MILL  
PLYMOUTH, MI 48170

WHEELER, DENNIS  
1028 STARKWEATHER  
PLYMOUTH, MI 48170

CONNOLLY, KELLY  
PO Box 6088  
Plymouth, MI 48170

WHEELER, DENNIS-VICTORIA  
1008 STARKWEATHER RD  
PLYMOUTH, MI 48170

INFINITY PLASTICS SOLUTIONS  
1081 CHERRY  
PLYMOUTH, MI 48170

ZAHN, ANNE-DANIEL  
1054 STARKWEATHER  
PLYMOUTH, MI 48170

STARKWEATHER LLC  
941 STARKWEATHER  
PLYMOUTH, MI 48170

WILCOX, MARGARET  
927 N MILL ST  
PLYMOUTH, MI 48170-1425

JHK ENTERPRISES LLC  
143 CADYCENTRE #350  
NORTHVILLE, MI 48167

ERPS, STEPHEN-JOHANNA  
6776 MARSAL RD  
DEXTER, MI 48130

958 STARKWEATHER LLC  
40601 ANN ARBOR RD  
PLYMOUTH, MI 48170

MARLEN HOLDINGS LLC  
4401 TRAILWOOD CIR SOUTH  
MIDLAND, MI 48642

LABEAU, RAYMOND-LISA TRUST  
915 N MILL ST  
PLYMOUTH, MI 48170-1425

JACOBONI, FRANK J 13900 APPLE CREST COURT PLYMOUTH, MI 48170	GRAMIK PROPERTIES LLC P.O.BOX 6073 PLYMOUTH, MI 48170	DIVINY, DEBORAH 769 N HOLBROOK PLYMOUTH, MI 48170
JOHNSON, GARY 9120 TOWER RD SOUTH LYON, MI 48178	LRH INDUSTRIES LLC 7895 WALTON PARKWAY NEW ALBANY, OH 43054	HERRIMAN, DANIEL-MARY ANN 1142 N HOLBROOK PLYMOUTH, MI 48170
DEGRAZIA INVESTMENT 47489 GREENWICH NOVI, MI 48374	300 DUNN STREET LLC 41225 PLYMOUTH RD PLYMOUTH, MI 48170-1899	HOWE PROPERTIES INC 920 N HOLBROOK PLYMOUTH, MI 48170
HOWE PROPERTIES INC 946 N HOLBROOK PLYMOUTH, MI 48170	BAIDAS, ROBYN TTEE 291 HARDENBERG PLYMOUTH, MI 48170	IDEAL PRODUCTIONS LLC 139 E PEARL PLYMOUTH, MI 48170
OSBORN, HOWARD, JR-YOKO 938 N MILL PLYMOUTH, MI 48170	BEATTIE-WEB, JENNIFER-BEV 974 N MILL PLYMOUTH, MI 48170	JINERSON-CHAMPINE, ERICA- 839 N HOLBROOK PLYMOUTH, MI 48170
LAUX, MICHELLE 130 WILCOX RD PLYMOUTH, MI 48170-1401	BREEST, CHRISTOPHER 993 N HOLBROOK PLYMOUTH, MI 48170	LEGACY ON HOLBROOK LLC 31150 NORTHWESTERN HWY, #100 FARMINGTON, MI 48334
CITY OF PLYMOUTH 201 S MAIN PLYMOUTH, MI 48170-1688	BROWN, LARRY 34108 PARKDALE LIVONIA, MI 48150	MARTIN, NICOLE 1040 N MILL PLYMOUTH, MI 48170
886 MILL STREET LLC PO BOX 701218 PLYMOUTH, MI 48170	C&O RR TAX DEPT 100 N CHARLES #206 BALTIMORE, MD 21201	MCCORMICK, DARREN-MARIE 1035 N HOLBROOK PLYMOUTH, MI 48170-1409
ERPS, STEPHEN-JOHANNA 6776 MARSHAL RD DEXTER, MI 48130	C&O RR TAX DEPT 500 WATER STREET (C910) JACKSONVILLE, FL 32202	OLD VILLAGE APARTMENTS LLC 30928 FORD RD GARDEN CITY, MI 48135
BREEST, CHRIS 993 N HOLBROOK PLYMOUTH, MI 48170	DEGRAZIA INVESTMENT PROP LLC 47489 GREENWICH NOVI, MI 48374	OLD VILLAGE INDUSTRIAL 882 N HOLBROOK PLYMOUTH, MI 48170-1408

OLD VILLAGE TOWNHOMES COMMON  
1010 N MILL  
PLYMOUTH, MI 48170

DONOFRIO WIL COX LLC  
PO BOX 935  
NORTHVILLE, MI 48167

OPPAT, MARK-MEIXNER, LEANN  
253 BLANCHE  
PLYMOUTH, MI 48170

DILLON, GARY-ROBIN  
9169 N TERRITORIAL  
PLYMOUTH, MI 48170

ORAHA, CLAURIA  
799 N HOLBROOK  
PLYMOUTH, MI 48170

AQUILINO, LUKE  
10331 MILLWOOD  
PLYMOUTH, MI 48170

PHUKAN, MOLLIE-HARSHA  
797 N HOLBROOK  
PLYMOUTH, MI 48170

7 ELEVEN  
16220 N SCOTTSDALE #650  
SCOTTSDALE, AZ 85254

POULOS, PETER K  
120 WILCOX RD  
PLYMOUTH, MI 48170-1401

IVEZAJ ROKO, TONY  
954 N MILL  
PLYMOUTH, MI 48170

SWEENEY, KATHLEEN  
1059 N HOLBROOK  
PLYMOUTH, MI 48170

MCMANIMON, KENNETH  
4270 ARGENTA  
BRIGHTON, MI 48116

VPS PLYMOUTH LLC  
PO BOX 670189  
DALLAS, TX 75367

TOMBERLY FARMS LLC  
1165 STARKWEATHER  
PLYMOUTH, MI 48170

BUSCHMANN, DANIELLE  
994 N MILL  
PLYMOUTH, MI 48170

886 MILL STREET LLC  
PO BOX 701218  
PLYMOUTH, MI 48170

HEINRICH, DENNIS-LANA 13676 CRANBROOK CT PLYMOUTH, MI 48170-2446	JONES FAMILY TRUST 7037 SEVEN MILE RD SOUTH LYON, MI 48178	CONVERTINO, RICHARD 424 N MAIN PLYMOUTH, MI 48170
GUOIN, DAVID-LOOKLISS, LORI 184 CASTER PLYMOUTH, MI 48170	PAPPALARDO, FRED 37732 N LAUREL PK DR LIVONIA, MI 48152	DOUGHTY, H-C-STANDO, R 796 N MILL PLYMOUTH, MI 48170
MAIN STREET QUICK STOP 480 N MAIN PLYMOUTH, MI 48170	ABRUZZESE, MARK 820 STARKWEATHER PLYMOUTH, MI 48170	GIBSON, ROBERT 140 CASTER PLYMOUTH, MI 48170
JDB REALTY 1 LLC 12030 GLENVIEW DR. PLYMOUTH, MI 48170	DREAM BIG INVESTMENTS LLC 3114 W FAIR OAKS AVE TAMPA, FL 33611-2706	HANLON, JESSICA 850 STARKWEATHER PLYMOUTH, MI 48170
COLLINS, GERALD 556 N MILL PLYMOUTH, MI 48170	STARVIN MARVEN PROPERTY LLC 7028 TIMBERVIEW TR WEST BLOOMFIELD, MI 48322	JOKER, WILLIAM 151 E SPRING PLYMOUTH, MI 48170
LIBERTY MILL LLC PO BOX 6087 PLYMOUTH, MI 48170	IRON HORSE CROSSING, LLC 585 W ANN ARBOR TRL PLYMOUTH, MI 48170	JONES, FOUNT T-JUDITH O 7037 SEVEN MILE SOUTH LYON, MI 48178
TIM DONUT US LTD INC PO BOX 460389 HOUSTON, TX 77056	412 N MAIN LLC 412 N MAIN PLYMOUTH, MI 48170	MICHIGAN MAINSTREET 358 N MAIN PLYMOUTH, MI 48170
CITY OF PLYMOUTH 201 S MAIN PLYMOUTH, MI 48170-1688	BIDIGARE, MICHAEL II 148 E SPRING PLYMOUTH, MI 48170	NICHOLAS, LINDSAY 139 E LIBERTY PLYMOUTH, MI 48170
COACHLAMP PROPERTIES LLC 418 N MAIN PLYMOUTH, MI 48170	BOLHUIS, GRETA 659 N HOLBROOK PLYMOUTH, MI 48170	O SHEA, AUDREY (LIFE ESTATE) 47436 ARBOR TRL NORTHVILLE, MI 48168
SECUNDA, WILLIAM 187 E SPRING PLYMOUTH, MI 48170	CHARMING PROPERTIES LLC 23875 MICHIGAN AVE #403 DEARBORN, MI 48124	OPPAT, MARK 253 BLANCHE ST PLYMOUTH, MI 48170-1355

RAVEAU, HASTI-BRIAN  
632 N MILL  
PLYMOUTH, MI 48170

HALE STRENGTH AND SHAPE LLC  
406 N MAIN  
PLYMOUTH, MI 48170

READ, BRIAN  
137 CASTER  
PLYMOUTH, MI 48170

186 EAST LIBERTY LLC  
7028 TIMBERVIEW TRAIL  
WEST BLOOMFIELD, MI 48322

SEBASTIAN, MICHELLE  
167 CASTER  
PLYMOUTH, MI 48170

JCW PROPERTIES LLC  
224 DRIFTWOOD CIR  
PRUDENVILLE, MI 48651

SEEKE, SCOTT-ELIZABETH  
511 N HOLBROOK  
PLYMOUTH, MI 48170

SKINNER, RUIZ  
P.O. BOX 5245  
NORTHVILLE, MI 48167

SFW 190 LLC  
190 PLYMOUTH  
PLYMOUTH, MI 48170

LSM HOLDINGS LLC  
217 ANN ARBOR RD STE 306  
PLYMOUTH, MI 48170

STANDO, ROBERT  
790 N MILL  
PLYMOUTH, MI 48170

ARMSTRONG, BRADLEY  
876 N MILL  
PLYMOUTH, MI 48170

THE 538 CO LLC  
41463 CRABTREE  
PLYMOUTH, MI 48170

ZELEK, NANCY TRUST  
156 CASTER  
PLYMOUTH, MI 48170

VENTURA, JOE  
49791 COOLE AVE  
PLYMOUTH, MI 48170

BROWN, WILLIAM MICHAEL-ANITA  
11594 BOYCE  
STOCKBRIDGE, MI 49285

BBSB PROPERTIES LLC  
201 ARTHUR  
PLYMOUTH, MI 48170

K.D.K. INVESTMENT PROPERTIES  
40160 FAIRWAY III RD  
NORTHVILLE TOWNSHIP, MI 48167

ERIN INVESTMENTS LLC  
6900 NORTH HAGGERTY  
CANTON, MI 48187

NSMN INVESTMENTS LLC 24929 REEDS POINTE DR. NOVI, MI 48374	DENSKI-GOOD, DAVID-REBECCA 15674 LAKESIDE PLYMOUTH, MI 48170	WEST LIBERTY HOLDINGS LLC 139 W LIBERTY PLYMOUTH, MI 48170
SCHARCHBURG, MARTHA TRUST 8365 MAY APPLE CT CANTON, MI 48187	DRF VENTURES LLC 1386 BEECH PLYMOUTH, MI 48170	643 MILL PL LLC 13074 STONE CREEK CT. PLYMOUTH, MI 48170
JGP PROPERTIES LLC 38720 CHESHIRE DR NORTHVILLE, MI 48167	STARKWEATHER 885 LLC 885 STARKWEATHER PLYMOUTH, MI 48170	ALLISON, JOHNNY H 13380 LATHERON DRIVE PLYMOUTH, MI 48170
INFINITY-AMELIA ST OF 42400 GRAND RIVER STE 112 NOVI, MI 48375	CITY OF PLYMOUTH 201 S MAIN PLYMOUTH, MI 48170-1688	BERCE, THEODORE 1121 LINDEN DEARBORN, MI 48124
COONCE, SANDRA 3833 BERRY PLYMOUTH, MI 48170-5107	BORIA PROPERTIES LLC 472 STARKWEATHER PLYMOUTH, MI 48170	BERGEVIN, GEORGE 45345 PATRICK CANTON, MI 48187
WINN, JENNIFER 481 STARKWEATHER PLYMOUTH, MI 48170	WINGARD, MARGARET 247 W LIBERTY PLYMOUTH, MI 48170	BLAST PAD 770 LLC 42251 OLD POND CIRCLE PLYMOUTH, MI 48170
SUNDANCE INC 7915 KENSINGTON BRIGHTON, MI 48116	GARCZYNSKI, ANTHONY 771 N MILL PLYMOUTH, MI 48170	C&O RR TAX DEPT 100 N CHARLES #206 BALTIMORE, MD 21201
DOUGHTY, HEATHER-CATHERINE 557 N MILL PLYMOUTH, MI 48170	WAC HOLDINGS LLC 34508 RAMBLE HILLS FARMINGTON, MI 48331	CROSS, GERALD 801 STARKWEATHER PLYMOUTH, MI 48170
BLOTTIE, MARY 685 STARKWEATHER PLYMOUTH, MI 48170	K-WES LLC 636 STARKWEATHER PLYMOUTH, MI 48170	DEGRAZIA, PAUL 47489 GREENWICH NOVI, MI 48374
SEBASTIAN, ANTHONY T 761 STARKWEATHER PLYMOUTH, MI 48170	JJA INC 6970 GOLDEN CT WEST BLOOMFIELD, MI 48322	DESHMUKH REALTY LLC 30368 NORWICH NOVI, MI 48377

DIOCESE OF NEWTON FOR 585 N MILL PLYMOUTH, MI 48170	MASHNI, RONALD 643 STARKWEATHER PLYMOUTH, MI 48170	STARKWEATHER APT LLC 18355 FARMINGTON LIVONIA, MI 48152
DNJ HOLDINGS LLC 885 PENNIMAN #5521 PLYMOUTH, MI 48170	MATSU, RICHARD-DOROTHY 615 STARKWEATHER PLYMOUTH, MI 48170	STARKWEATHER SUITES LLC 640 STARKWEATHER PLYMOUTH, MI 48170
DOBA, GEORGE-HEATHER 451 STARKWEATHER PLYMOUTH, MI 48170	MCKEOWN-EISBRENNER, MAUREEN 774 STARKWEATHER PLYMOUTH, MI 48170	STASIUK ACCOUNTING SERVICES 795 N MILL PLYMOUTH, MI 48170
DYNASTY PROPERTY HOLDINGS LLC 345 N MAIN PLYMOUTH, MI 48170	MING CHU CHENG LIEN HSING 4916 MCCLINTOCK AVE TEMPLE CITY, CA 91780	SUCECH, MILAN 465 STARKWEATHER PLYMOUTH, MI 48170
FELTS, KEVIN 620 STARKWEATHER PLYMOUTH, MI 48170-1335	MOFFAT, CHRISTOPHER-ANDRIA 571 STARKWEATHER PLYMOUTH, MI 48170	SUGG, KELLY 42030 W ANN ARBOR TRL PLYMOUTH, MI 48170
HOLMES, MATTHEW-KRISTIN 633 STARKWEATHER PLYMOUTH, MI 48170	NORTH MILL STREET LLC 13074 STONE CREEK CT. PLYMOUTH, MI 48170	TANANA, BRYON 1611 E LAKE DRIVE NOVI, MI 48377
INVESTMENT SOLUTIONS LLC 1233 LONG LAKE CT BRIGHTON, MI 48114	NSMN INVESTMENTS LLC 24929 REEDS POINT DR NOVI, MI 48374	VND INVESTMENT LLC 384 STARKWEATHER PLYMOUTH, MI 48170
JONES, SCOTT-ALISON 446 STARKWEATHER PLYMOUTH, MI 48170	RICHARDSON, LUCAS 537 N MILL PLYMOUTH, MI 48170	WASHBURN, ERIC L 663 STARKWEATHER PLYMOUTH, MI 48170
MACINTYRE, RODERICK-HEIDI 201 ARTHUR PLYMOUTH, MI 48170	ROWE, RICHARD-KAY TRUST 7735 RIDGE RD CANTON, MI 48187-1121	WEST LIBERTY PARTNERS LLC 156 W LIBERTY PLYMOUTH, MI 48170
MAKOWSKI, KELLY 515 STARKWEATHER PLYMOUTH, MI 48170	SMITH, SHIRLEY 589 STARKWEATHER PLYMOUTH, MI 48170	ZACK, ERNEST 46251 NORTHVALLEY DR NORTHVILLE, MI 48167

M & V RENTALS LLC  
610 KARMADA  
PLYMOUTH, MI 48170

BUSCHMANN, CRAIG  
48068 HILLTOP DR E  
PLYMOUTH, MI 48170

MILY HOLDING, LLC JEFF, RED  
1422 NITA  
PINCKNEY, MI 48169

SEIKEL, JOSEPH  
353 STARKWEATHER  
PLYMOUTH, MI 48170

725 N MILL STREET LLC MICHAEL  
725 N MILL  
PLYMOUTH, MI 48170

PON, GORDON-HOBSON-PON,  
818 S MAIN  
PLYMOUTH, MI 48170

WALLACE, HEATHER  
259 FARMER  
PLYMOUTH, MI 48170

LIBERTY PLYMOUTH HOSPITALITY  
25005 TRANS X ROAD  
NOVI, MI 48375

CALIFUR LLC  
16128 WHITE HAVEN  
NORTHVILLE, MI 48168

**AFFIDAVIT OF POSTING NOTICE OF HEARING  
ON ESTABLISHMENT OF A CORRIDOR IMPROVEMENT AUTHORITY**

CITY OF PLYMOUTH, MICHIGAN

STATE OF MICHIGAN )  
: ss.  
COUNTY OF WAYNE )

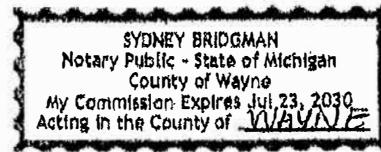
I, Haley Hall, being first duly sworn, depose and say that I did on the 26<sup>th</sup> and 30<sup>th</sup> days of December, 2025, post a notice of hearing on the Old Village Corridor Improvement Authority Development and Tax Increment Financing Plan, attached hereto and made a part hereof, in the following conspicuous and public places in the district described in the notice:

1. Kingfisher Bicycle – 139 W. Liberty posted 12/26/2025
2. The Bearded Lamb – 149 W. Liberty posted 12/26/2025
3. East Elm Kitchen Co. – 173 W. Liberty posted 12/30/2025
4. Hermann's Olde Town Grille – 195 W. Liberty posted on 12/26/2025
5. My Little Needle Tattoos – 638 Starkweather posted on 12/26/2025
6. Urban Elm Boutique – 137 W. Liberty posted on 12/26/2025
7. Black Eagle Tattoo Co. 385 N. Mill St. posted on 12/26/2025
8. Speedway – 1066 N. Mill St. posted on 12/26/2025
9. Marathon Gas Station – 402 N. Mill St. posted on 12/26/2025
10. Meridian Coffee – 636 Starkweather posted on 12/26/2025
11. Taco Bell – 409 N. Main St. posted on 12/26/2025
12. Plymouth Jewelry – 620 Starkweather posted on 12/26/2025
13. KazMotive 1165 Starkweather St. posted on 12/26/2025
14. Markham Building Lobby – 340 N. Main St. posted on 12/26/2025
15. Monarch Paint – 384 Starkweather posted on 12/26/2025
16. Main St. Quick Stop – 480 N. Main St. posted on 12/26/2025

17. Tim Hortons – 150 Plymouth Rd. posted on 12/26/2025
18. Salon International -- 696 N. Mill St. posted on 12/30/2025
19. Presbyterian Thrift Shop – 331 N. Main St. posted on 12/30/2025
20. Q Hair Studio – 630 Starkweather posted on 12/30/2025
21. Old Village General- 689 N. Mill St. posted on 12/30/2025

Subscribed and sworn to before me  
this 8 day of January, 2026.

Sydney Bridgeman  
Notary Public, Wayne County, Michigan  
My commission expires: 07/23/2030



43840119.1/071048.00047

OAKLAND COUNTY LEGAL NEWS  
AFFIDAVIT OF PUBLICATION

In the Matter of:

NOTICE OF PUBLIC HEARING JANUARY 20<sup>TH</sup>  
AT 7:00 PM

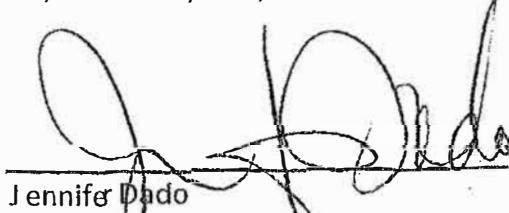
STATE OF MICHIGAN  
COUNTY OF OAKLAND

Valerie Shaver, an employee of the publisher of Detroit Legal News, having knowledge of the facts, being duly sworn, deposes and says that a notice, a true copy of which is annexed hereto, was published in: Detroit Legal News, a newspaper printed and circulated in said State and Wayne County, on December 25, 2025 A.D. and that she is the principal clerk of the printers of said newspaper and knows that facts stated herein.



Valerie Shaver

Subscribed and sworn before me this 5th day of January A.D., 2026



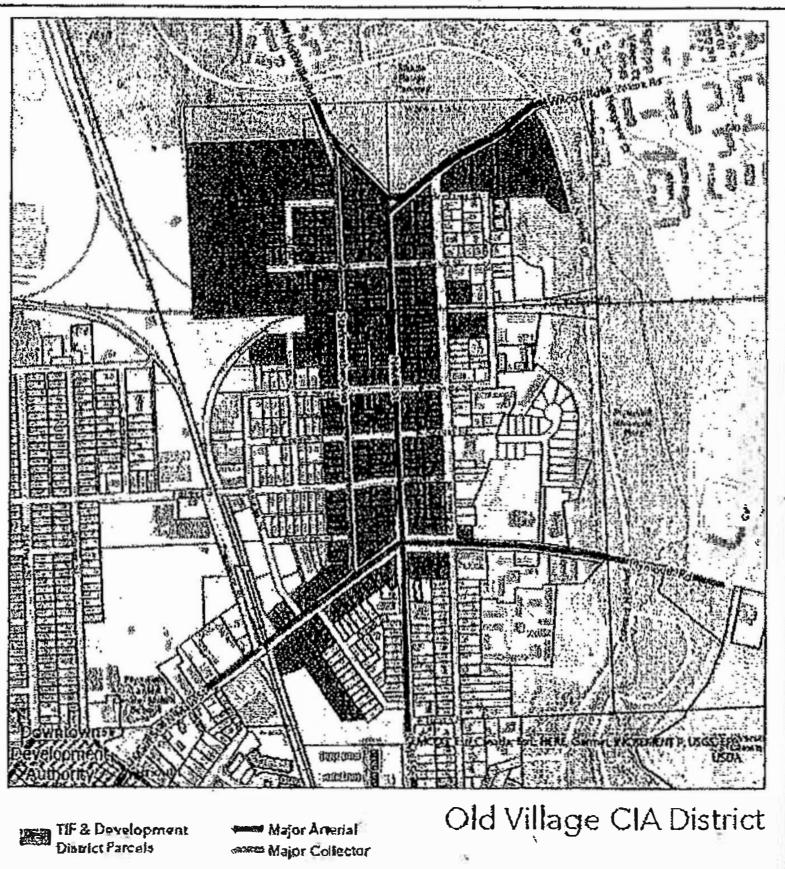
Jennifer Dado  
Notary Public Oakland County, Michigan.  
My Commission expires: January 25, 2026  
Acting in Oakland County, Michigan.

CITY OF PLYMOUTH  
NOTICE OF PUBLIC HEARING

The City Commission of the City of Plymouth, Wayne County, Michigan, will hold a Public Hearing on:

January 20th 2026 at 7:00 pm

At the Plymouth City Hall, 201 S Main St., Plymouth, MI 48170-1637, to provide an opportunity for interested persons to offer spoken and/or written communication related to the proposed development and Tax Increment Financing Plan. In accordance with Public Act 57 of 2018 as amended all aspects of the Development and Tax Increment Financing Plan will be open for discussion at the public hearing. The boundaries of the Corridor Improvement Authority Development area are depicted below. The development area is located between N. Main St. to the south, Wilcox Rd. and Northville Rd. to the north, Starkweather St. to the west and Hines Dr. to the east.



Maps, plats, a description of the development plan, including the method, if applicable, of relocating families and individuals who may be displaced from the area are available for public inspection at the City Clerk's Office during regular office hours 8:00 a.m. - 4:30 p.m. Monday through Friday or by phone at 734-453-1234 ext. 234.

Maureen Brodie, CLERK  
City of Plymouth  
Wayne County, Michigan

# CIA PUBLIC ENGAGEMENT MTG MINUTES



## Corridor Improvement Authority Board Public Engagement Special Meeting Minutes Tuesday December 2, 2025 – 5:30 p.m. City Commission Chambers – 2<sup>nd</sup> Floor Plymouth City Hall

City of Plymouth  
201 S. Main Street  
Plymouth, Michigan 48170

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
734-453-1234

### 1. CALL TO ORDER

Chair Sugg called the meeting to order at 5:45 p.m.

Present: Mayor Linda Filipczak, Chair Alex Sugg, Vice-Chair Mark Waller, Nikki Johnson, Rebecca Nicholson, Kyle Sinkus

Absent: Michael Burkey

Also present: City Manager Chris Porman, Economic Development Director John Buzvuis, Community Development Coordinator Haley Hall, and CWA Senior Associate Matteo Passalacqua

### 2. CITIZENS COMMENTS

There were no citizen comments.

### 3. BOARD MEMBER COMMENTS

Sinkus indicated he was excited to have the public engagement session, and he felt that the draft plan was comprehensive and he was interested to get feedback from the community.

### 4. CIA Development and Tax Increment Financing Draft Plan and Engagement Presentation

John Buzuvis did a brief PowerPoint presentation on what the Development and Tax Increment Financing Plan is and the process undertaken to get to this point. The presentation indicated that the goal of the engagement session is to get feedback on the proposed plan from the community. The presentation also briefly outlined next steps in the process. A brief question and answer period was held.

### 5. Additional CIA Development and Tax Increment Financing Draft Plan Engagement Activities

CIA Board members, City Staff, and Consultant engaged with the attendees on the draft plan in general, and specifically the proposed project categories and specific example projects.

### 6. ADJOURNMENT

Johnson offered a motion, seconded by Waller, to adjourn the meeting at 7:30 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY.

---

# Old Village Corridor Improvement Authority (CIA)



---

# How Did We Get Here?



## What's Next

After Public Engagement CIA Board review, refine and recommend plan

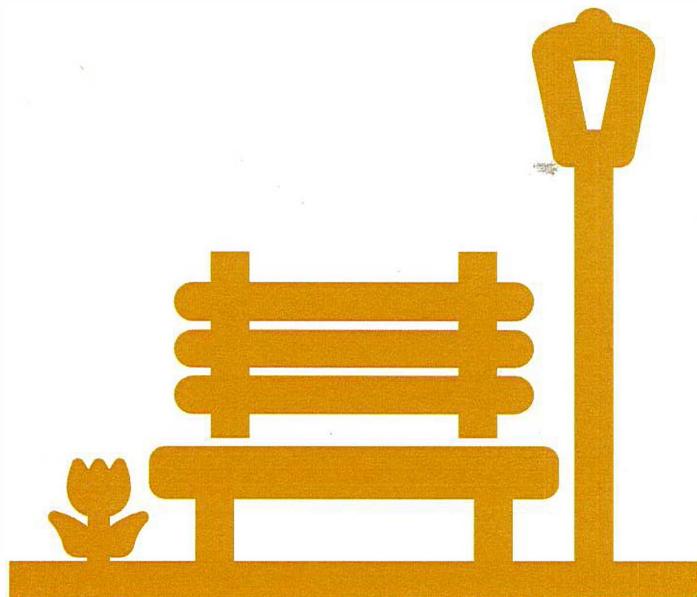
City Commission receives plan and schedules 2<sup>nd</sup> required public hearing

60-day waiting period for public comment

Review and approval of plan

---

# **What is the Plan? And how was it Developed**



- The Corridor Improvement Authority Act, PA 57 of 2018, part 6, allows authorities (CIA) to be created to improve economic conditions in commercial corridors, served by such arterials as Main St. and Plymouth Rd.
- The Authority Board and Plan must comply with PA 57 of 2018.

---

# Old Village Corridor Improvement Authority (CIA) DRAFT Development Plan and Tax Increment Financing Plan

- Introduction
- **Development Plan (THIS IS WHAT WE WILL FOCUS ON TODAY)**
- Tax Increment Financing Plan
- Appendices
- List of Figures
- List of Tables

---

# Goals and Priorities



- “The overall goal of the Corridor Improvement Authority is to improve and encourage the long-term economic viability of the development area.”
- Accomplished through specific attention to the following:
  - Improvements to the Physical Environment
  - Create competitive advantage through projects to support the Economic Environment
  - Promote a positive and welcoming image of the corridor through fostering a positive Social Environment

---

# We Need Your Input

Most of the document is standard legal language required by PA 57 of 2018

Please let us know what we missed.

# Next Steps

01

CIA Board to review  
feedback, incorporate  
as appropriate and  
recommend plan to  
City Commission

02

City Commission to  
receive plan and set  
date/time for second  
required Public  
Hearing

03

60-Day waiting period  
following Public  
Hearing

04

Final Review/Approval  
of CIA Plan by City  
Commission

# DRAFT CIA PLAN APPROVAL MINUTES



## Corridor Improvement Authority Board Regular Meeting Minutes Thursday December 11, 2025 – 3:30 p.m. City Commission Chambers- 2<sup>nd</sup> Floor Plymouth City Hall

City of Plymouth  
201 S. Main Street  
Plymouth, Michigan 48170

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
734-453-1234

### 1. CALL TO ORDER

Chair Sugg called the meeting to order at 3:34 p.m.

Present: Mayor Linda Filipczak, Chair Alex Sugg, Vice-Chair Mark Waller, Rebecca Nicholson, Kyle Sinkus

Absent: Nikki Johnson and Michael Burkey

Also present: Economic Development Director John Buzvuis and Community Development Coordinator Haley Hall

### 2. CITIZENS COMMENTS

There were no citizen comments.

### 3. BOARD MEMBER COMMENTS

There were no board member comments.

### 4. APPROVAL OF AGENDA

Waller offered a motion, seconded by Mayor Filipczak, to approve the agenda for December 11, 2025.

There was a voice vote.

MOTION PASSED UNANIMOUSLY.

### 5. APPROVAL OF MEETING MINUTES

Nicholson offered a motion, seconded by Sinkus, to approve the amended minutes of the November 11, 2025 meeting.

There was a voice vote. Mayor Filipczak abstained.

MOTION PASSED.

Mayor Filipczak offered a motion, seconded by Waller, to approve the amended minutes of the December 2, 2025, Public Engagement Session meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY.

## **6. REVIEW AND RECOMMENDATION OF DRAFT CORRIDOR IMPROVEMENT/TIF PLAN**

The board reviewed the comments received at the Public Engagement Session and revised language as appropriate in the Draft Corridor Improvement/TIF Plan project categories: Branding and Marketing; Entryway, Wayfinding Signage, Street Signage, and Historical Markers; Streetscape, Stormwater, and Public Open Space/Park Improvements; Multimodal Pathway Extensions and Improvements; Public Flex Parking / Parking Infrastructure; and Traffic Safety Improvement Including Sidewalks. The board also expressed appreciation to the OVA for their feedback from the Public Engagement Session.

Buzuvis informed the board that the administration would be making the approved edits and also reviewing the document to correct any clerical and grammatical errors, page number agreement etc.

The following resolution was offered by Vice-Chair Waller and seconded by Mayor Filipczak.

WHEREAS The City of Plymouth City Commission created the Old Village Corridor Improvement Authority on August 18, 2025 "to improve and encourage the long-term economic vitality of the development area.", and

WHEREAS The Corridor Improvement Authority Board of Directors has reviewed the draft Development and Tax Increment Financing Plan in public meetings including a public engagement session held on December 2, 2025, and

WHEREAS The Corridor Improvement Authority Board of Directors has reviewed the feedback and comments gathered and incorporated as appropriate into the draft plan, and

WHEREAS The Corridor Improvement Authority Board of Directors believes the draft plan meets the statutory requirements and the goals and projects included in the plan meet the needs of the district and accomplish the identified goal of the plan,

Now Therefor Be It Resolved the Old Village Corridor Improvement Authority Board of Directors does hereby recommend the enclosed draft Development and Tax Increment Financing Plan to the City Commission for review and the scheduling of a Public Hearing to take comment on the plan prior to approval of the plan.

There was a voice vote.

MOTION PASSED UNANIMOUSLY.

## **7. ADJOURNMENT**

Sinkus offered a motion, seconded by Waller, to adjourn the meeting at 4:34 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY.

# **Development Plan and Tax Increment Financing Plan for the City of Plymouth Old Village Corridor Improvement Authority**

---

Corridor Improvement Authority

---

Recommended by the Corridor Improvement Authority  
Board on: 12-11-2025

Adopted by City Commission on: \_\_\_\_\_

---

## **ACKNOWLEDGEMENTS**

### **City Commission**

Suzi Deal  
Nick Moroz  
Linda Filipczak  
Joe Elliott  
Karen Sisolak  
Colleen Pobur  
Jennifer Kehoe  
Alanna Maguire  
Brock Minton

### **Corridor Improvement Authority Board**

Mark Waller  
Michael Burkey  
Kyle Sinkus  
Nikki Johnson  
Alex Sugg  
Rebecca Nicholson  
Suzi Deal, Mayor

### **City Staff**

John Buzuvis, Economic Development Director  
Haley Hall, Community Development Coordinator

Assisted by: Carlisle/Wortman Associates, Inc.  
Ann Arbor, MI

---

This page intentionally  
left blank.

---

# TABLE OF CONTENTS

## Section 1 Introduction

Introduction	7
Purpose of CIA Act	7
Actions of the City to Date	8
Content of the Plan	9

## Section 2 Development Plan

Description of Development Area	10
Existing Streets and Public Facilities	12
Existing and Proposed Land Uses	12
Zoning	18
Vision Statement	21
Goals and Priorities	21
Description of Improvements	22
Location, Extent, Character, Estimated Cost, and Timeline of Improvements	23
Statement of Construction	26
Open Space	26
Development Area Ownership and Tenure	26
Zoning Changes and Changes in Streets, Street Levels, Intersections, and Utilities	26
Proposed Method of Financing the Development	26
Lease, Sale, or Conveyance of Development	30
Residential Population and the Displacement of Persons	30
Development Area Citizens Advisory Council	31

## Section 3 Tax Increment Financing Plan

Introduction	32
Explanation of the Tax Increment Procedures	32
Projection of Captured Assessed Values and Revenues	33
Use of Tax Increment Revenues	35
Statement of the Estimated Impact of Tax Increment Financing on Taxing Jurisdictions	36
Justification of the Tax Increment Financing Plan	36

## Appendices

1. Parcel List of CIA Development Area	
2. Historical Percent Change Real Property	
3. City of Plymouth Estimated Tax Capture of Corridor Improvement Authority	

---

## **List of Figures**

FIGURE 1	CIA Development Area and CIA Authority Boundary	11
FIGURE 2	Existing Land Uses	14
FIGURE 3	Planning Areas	15
FIGURE 4	City of Plymouth Future Land Use	16
FIGURE 5	Corridor Improvement Area Existing Zoning	17

## **List of Tables**

TABLE 1	Major Road Data	12
TABLE 2	Proposed CIA Projects	23
TABLE 3	Summary of Proposed Development Activities	28
TABLE 4	Millage Capture	33
TABLE 5	Estimated TIF Capture	35

---

# Section 1

## Introduction

The City of Plymouth, located in Wayne County, is bordered entirely by Plymouth Township. Per the 2020 Census, the population is 9,356. The Old Village Corridor Improvement Authority (CIA) was created by the City Commission on August 16, 2025. The CIA is governed by a Board of Directors whose primary purpose is to enhance the economic growth within the district by targeted investment in infrastructure and public space enhancement to correct and prevent deterioration in the Old Village Corridor. Other purposes of a CIA include stabilizing, enhancing, and increasing property values, as well as improving the overall business climate and increasing employment opportunities.

The City of Plymouth currently has an active Downtown Development Authority (DDA) which encompasses the city's central business district. The proposed CIA district will not share a border with the current DDA district. Public Act 57 of 2018 allows for municipalities to have more than one Tax Increment Finance entity and district, however no two authorities may include the same parcel(s).

A primary benefit of forming the CIA is the ability to capture the incremental increase in the property taxes that result from improvements in the development area. Local school taxes are not captured by the Authority. The captured revenues are used to finance public improvement projects within the development area, as a means for jump-starting economic growth.

A Corridor Improvement Plan is one tool the CIA relies on for achieving its purposes. The goals, objectives and recommended actions presented in this document are intended to plan and prioritize projects, such that the development, redevelopment and other improvements within the corridor are implemented in an orderly manner. Recommendations also ensure improvements match the available revenues and may enable the CIA to become eligible for other funding sources. The Plan was prepared in accordance with the Recodified Tax Increment Financing Act of 2018, Part 6 Corridor Improvement Authorities, which is the successor act to PA 280 of 2005.

### PURPOSE OF CIA ACT

Both Part 6 of PA57 of 2018 (the "Act" or "Act 57") and previous PA 280 of 2005 were enacted to provide a new economic development tool designed specifically for the commercial corridors of Michigan. The Act allows communities to create "Corridor Improvement Authorities" with special powers, conditions, and criteria unique to commercial corridors. One of the chief features of a CIA is the ability to fund infrastructure improvements using tax increment financing, discussed more in depth later in this report.

The Act is intended to combat the deterioration of existing business districts and promote economic development efforts within the development area. Communities are permitted to create as many CIA's as they wish, provided no single parcel is located within more than one CIA development area.

Another distinction of a CIA is the ability for municipalities to develop a single CIA development area for a corridor that is located in more than one community. Such benefits as continuity of appearance, uniformity of improvements and land use regulations, and cooperative traffic management are all potential benefits of multi-jurisdictional CIA's development areas.

The CIA is granted specific powers and duties to empower it to accomplish its mission. These include, but are not limited to, the following:

- Acquire and construct public facilities, and improve public facilities to comply with barrier-free design requirements;
- Conduct analysis of economic changes in the development area along with impacts of metropolitan growth on the development area; and develop long range plans (in coordination with the Economic Development department) to prevent deterioration of property values and promote economic growth;
- Implement any plans of development which achieve the purposes of the Act;
- Make and enter into contracts and acquire, own, convey, dispose of or lease all or part of land, real or personal property, or interests in property, grant or acquire licenses, easements, and options;
- Improve land, construct, re-construct, rehabilitate, restore, and preserve, equip, improve, maintain, repair, and operate any building, including multiple-family dwellings, of any public or private person or combination thereof;
- Accept grants and donations of property, labor, or other things of value and fix, charge, and collect fees, rents, and charges for the use of any facility, building or property under its control; and,
- Conduct market research and public relations campaigns, develop, coordinate, and conduct retail and institutional promotions, and sponsor special events and related activities.

## **ACTIONS OF THE CITY COMMISSION TO DATE**

On April 2, 2025, the City Commission passed a Resolution of Intent to establish the Old Village Corridor Improvement Authority. On August 18, 2025, the City Commission held a public hearing regarding the intent to establish a Corridor Improvement Authority district including the proposed boundaries of the Development Area. On September 2, 2025, the Mayor appointed, and the City Commission approved, a six (6) person Corridor Improvement Authority Board.

The boundaries of the CIA development area are identified in Figure 1 found on Page 11 which follows, the parcel list is in Appendix 1.

---

## CONTENT OF THE PLAN

The CIA Plan consists of two (2) components required by Part 6 of Act 57, as amended: the Development Plan and the Tax Increment Financing Plan. The Development Plan includes specific programs, projects, and strategies the CIA intends to pursue for the revitalization of underutilized properties, improve visual appearance, and encourage new investment in the development area. The Tax Increment Financing (TIF) Plan provides the legal foundation for funding these improvements within the development area.

---

# Section 2

## Development

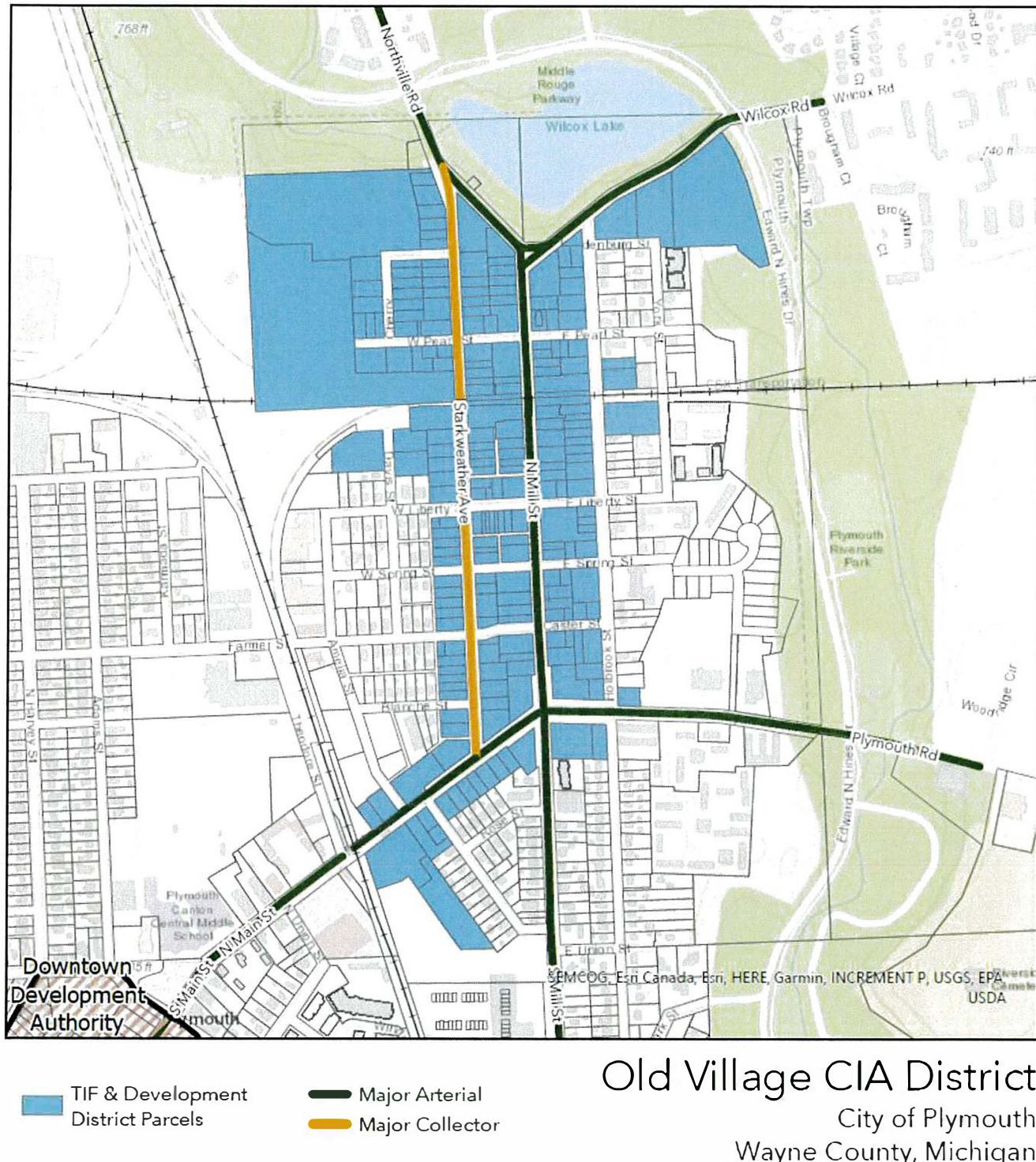
### Plan

#### **DESCRIPTION OF DEVELOPMENT AREA**

##### **Designation of Boundaries of the Development Area in Relation to Highways, Streets, Streams, or Otherwise**

The Old Village CIA has been given the authority by the City Commission to operate within the boundaries identified in Figure 1. In general, the Corridor District includes all properties with frontage on or within 500 feet of North Mill Street, Starkweather Avenue, and North Main Street. The development area abuts several land use designations and is located within the areas identified in the Plymouth Master Plan as the Old Village Sub Area. These areas are shown in Figure 3.

FIGURE 1. CIA Development / TIF Area and CIA Authority Boundary



## Existing Streets and Public Facilities

The predominant roadway within the development area is North Mill Street with prominent intersections at North Main Street/Plymouth Road, Northville Road/Wilcox Road, and Farmer Street/Caster Street. North Mill Street is under the administration of Wayne County. North Mill Street, North Main Street/Plymouth Road, Northville Road/Wilcox Road, and Starkweather Avenue all serve as arterials and or collectors as shown below. No direct Interstate or Highway access is supplied to the CIA district, however nearby access to I-275 and M-14 are provided by Sheldon Road and Ann Arbor Road.

The National Functional Classification System designates major roads within the development area as:

- North Mill Street - Major Arterial
- North Main Street / Plymouth Road - Major Arterial
- Northville Road / Wilcox Road - Major Arterial
- Starkweather Avenue - Major Collector

Public Facilities include Starkweather Park, Pointe Park, and Knights of Columbus Park. Fire Station #3 is the only city service facility in the district. The nearest major hospital is Trinity Health Livonia Hospital which is approximately four miles northeast of the City's eastern border.

**TABLE 1: Major Road Data**

Given the limited geography of the district, specific traffic counts for the portions of Mill Street, Starkweather Avenue, North Main Street/Plymouth Road, and Northville Road/Wilcox Road are not available. However, broader average annual visit information is below to provide context of the vehicle and pedestrian traffic experience through the district. A "visit" refers to the total number of times a person enters a location, including repeat visits.

Road	Average Annual Visits (2022 - 2025)
North Mill	29,800
Starkweather	11,500
Plymouth Rd. / Main St.	153,000

Source: 2025 Placer Labs, Inc

## Existing and Proposed Land Uses

Historically, uses along the corridor have been commercial office, retail, and single-family and duplex style dwelling. There are no undeveloped sites within the district, however vacant or high turnover retail space is present along the corridor.

---

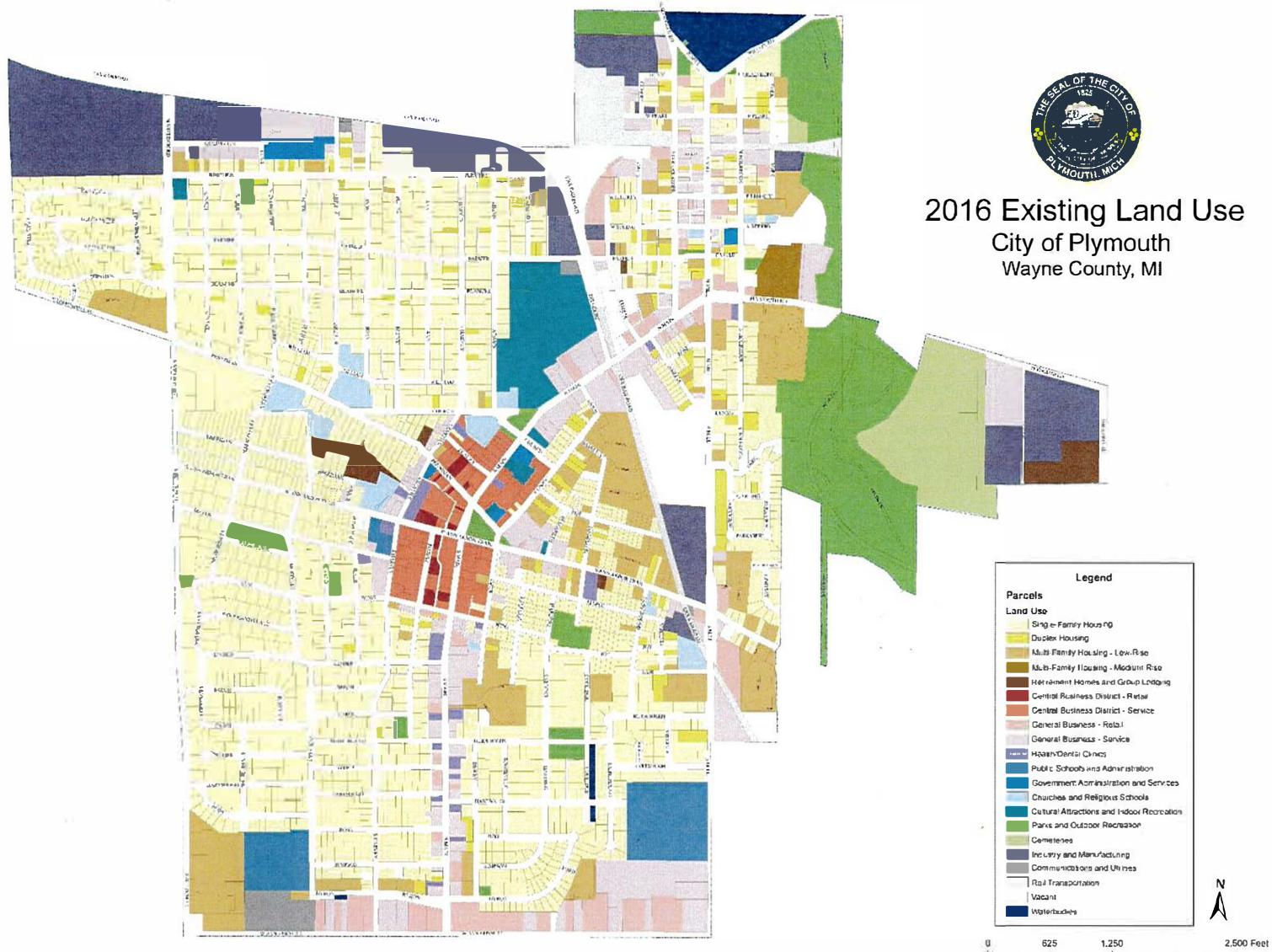
Small scale commercial use varies between small business services and local retail. Residential uses range in the form of single and multiple-family residential duplex style dwellings and second story units. Industrial zoning does exist in a small portion of the district however limited industrial uses currently operate in the district. In general, the condition of all uses along the corridor look to be older/original developments showing signs of age with exception of some one-off redevelopment projects.

The Plymouth Master Plan places greater emphasis on mixed-uses within the Development Area in an effort to build upon an eclectic variety of existing neighborhood scale residential, commercial, and industrial properties. Consideration is given to the arrangement and location of each land use with the goal of complementing the district's historic character. Intensive uses are discouraged while duplexes, upper level residential, first floor office/retail and outdoor amenities and public space are promoted to provide a vibrant and supportive economic fabric for the corridors. Light industrial development is not discouraged but is guided by buffer and screening preferences to mitigate potential negative effects.

The Master Plan also references the desire to pursue form-based codes to preserve the unique sense of place the Old Village offers to residents, business owners, and visitors. Codes of this nature are meant to place high importance on the design of a development while being flexible on use. This position reinforces the emphasis the City has put on ensuring that while investment in the district is sought, it must fit the character of the corridors as opposed to changing it. Important elements outlined in the Master Plan to be incorporated into any form-based code are the preservation of historic architecture, zero-to-fifteen-foot setbacks, limitation on building height, green space, and flexible parking. Uses desired to utilize these designs are restaurants, taverns, shops, dense residential, and various commercial enterprises.

Regarding the development area, the current Master Plan recognizes the need for more mixed uses and dense residential to accommodate the higher demand for investment within the Development Area and support future and current businesses. Figure 4 presents the future land use concepts within this geography as shown in the Plymouth Master Plan.

**FIGURE 2. Existing Land Uses**



**FIGURE 3.** Old Village Sub Area

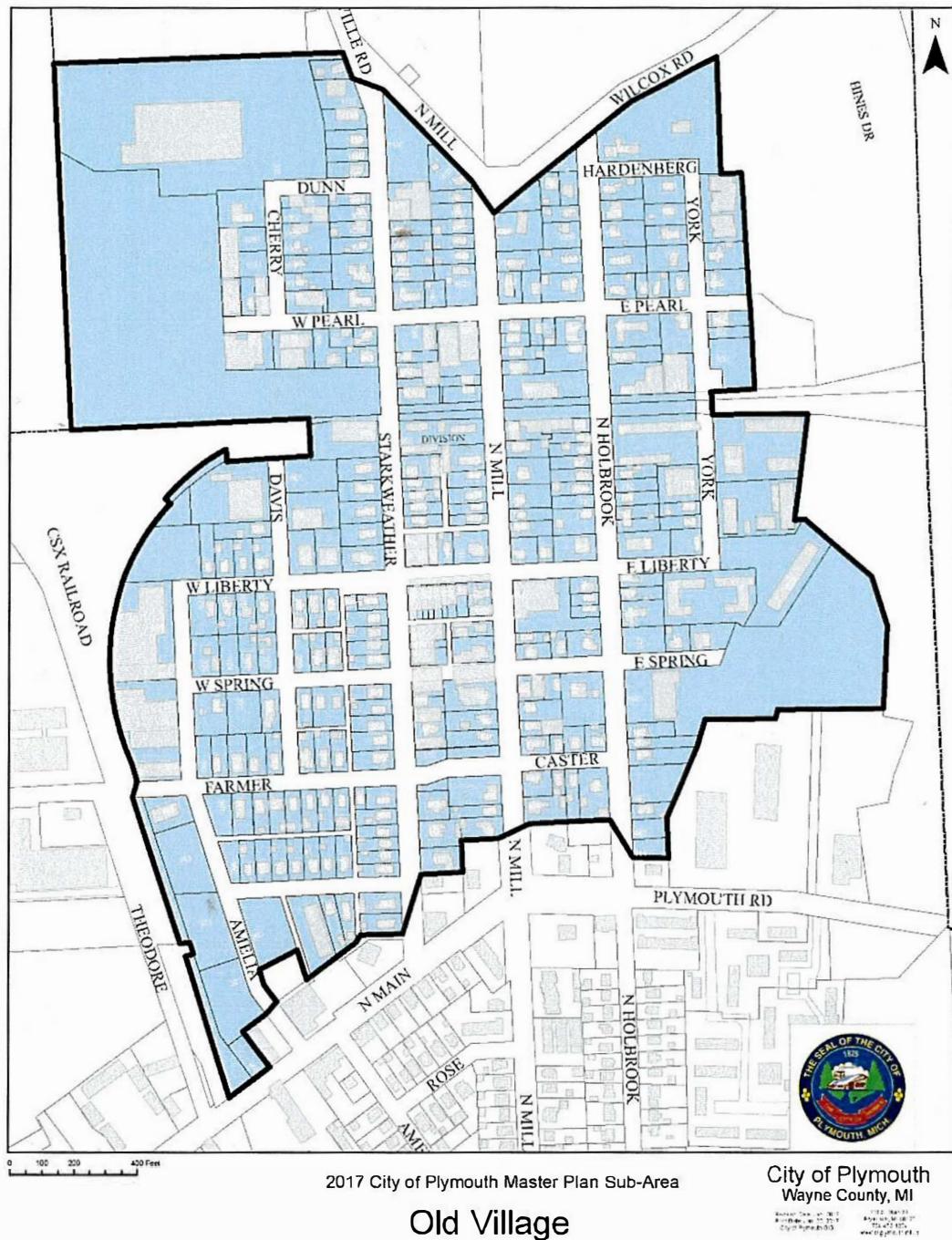


FIGURE 4. City of Plymouth Future Land Use

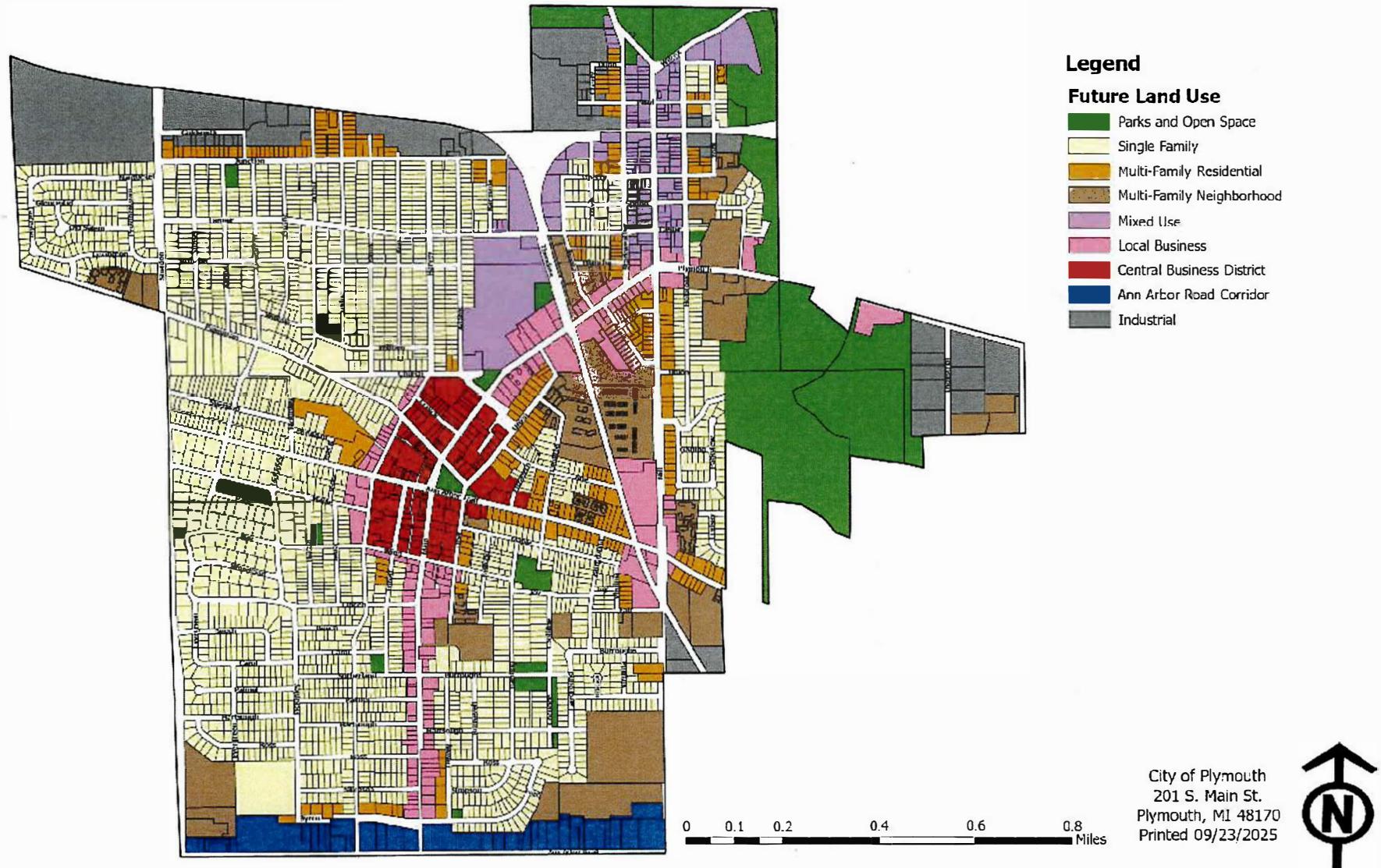
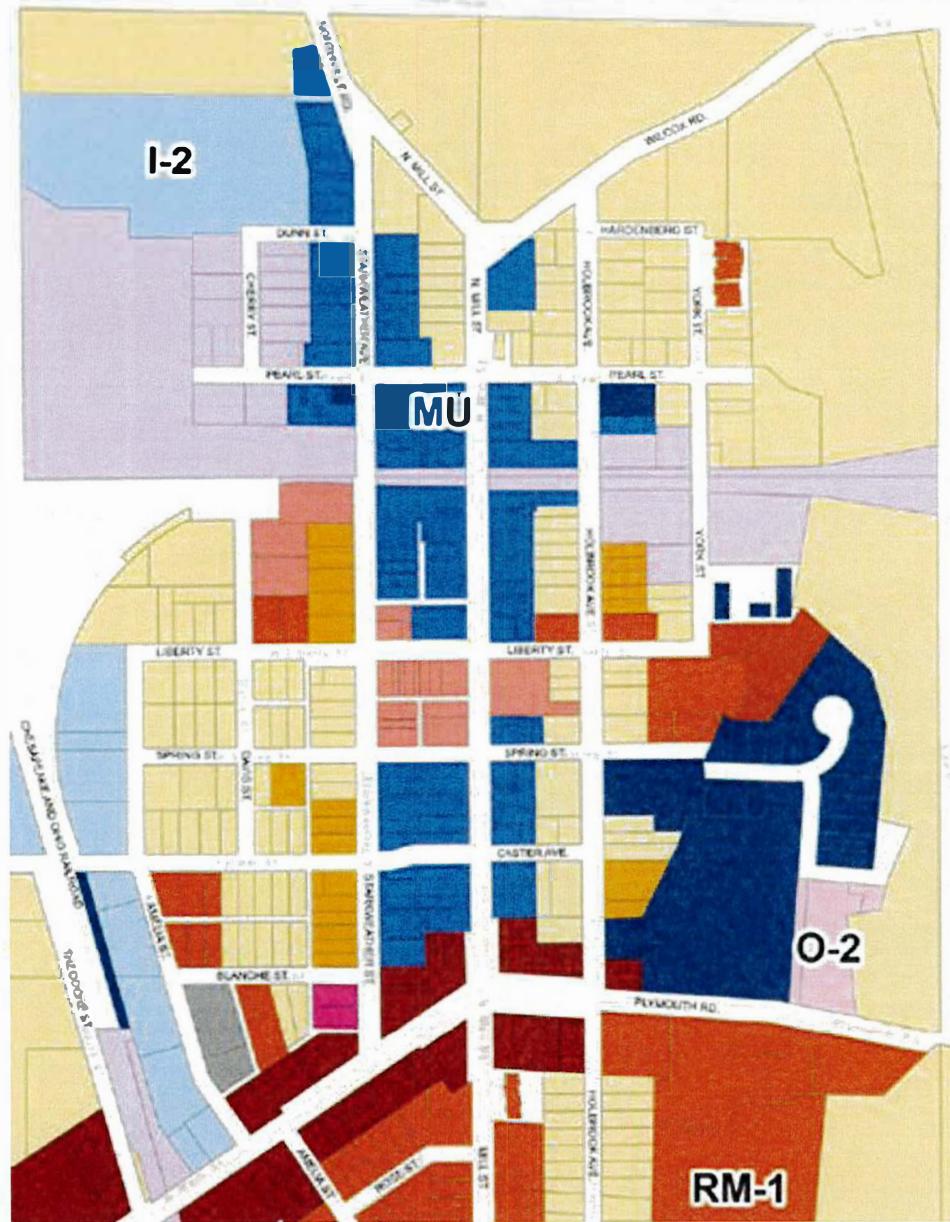


FIGURE 5. Corridor Improvement Development Area 2025 Zoning



### Zoning

- R-1 Single-Family Residential
- RT-1 Two-Family Residential
- RM-1 Multiple-Family Residential
- RM-2 Multiple-Family Residential
- MU Mixed Use
- O-1 Office
- O-2 Office
- B-1 Local Business
- B-2 Central Business
- B-3 General Business
- AARC Ann Arbor Road Corridor
- I-1 Light Industrial
- I-2 Heavy Industrial
- P-1 Vehicular Parking
- PUD Planned Unit Development
- Central Business District

---

## Zoning

There are numerous existing zoning districts represented in the Development Area, as illustrated in Figure 5. The following describes the purpose and intent of each designation represented in the Development Area.

- R-1 / Single-Family Residential: The R-1 single-family residential district is designed to be the most restrictive of the residential districts. The intent is to provide for an environment of predominantly low-density, single-family detached dwellings along with other residentially related facilities which serve the residents in the district.
- RT-1 / Two-Family Residential: The RT-1, two-family residential district is designed to provide sites for two-family dwelling structures, and related uses, which will generally serve as zones of transition between the non-residential districts and the lower density single-family residential districts.
- RM-1 / Multiple-Family Residential District: The RM-1 and RM-2 multiple-family residential districts are designed to provide sites for multiple-family dwelling structures, and related uses, which will generally serve as zones of transition between the nonresidential districts and the lower density single-family residential districts. The multiple-family districts are further provided to serve the limited needs for the apartment type of unit in an otherwise low density, single-family community.
- MU / Mixed Use: The MU - Mixed Use District is designed to include a mixture of residential, office and low intensity commercial uses. The MU district is to be limited to the Old Village Section of the city, where over the years a combination of land uses has developed. Industrial uses are not considered compatible within the MU district.
- B-1 / Local Business: The B-1, local business district is designed primarily for the convenience shopping of persons residing in adjacent residential areas, to permit only such uses as are necessary to satisfy those limited basic shopping and/or service needs which by their very nature are not related to the shopping pattern of the central business district or general business district and, where appropriate, allow residential uses as a mixed use.
- B-3/ General Business: The B-3, general business districts are designed to furnish areas for services and goods incompatible with the pedestrian movement in the central business district. The general business districts are characterized by more diversified business types and are often located so as to serve the passerby traffic.
- I-1 / Light Industrial: The I-1, light industrial district is designed so as to accommodate employment centers related to light industrial uses as well as research and development, engineering and testing, office uses, medical facilities, wholesale activities, warehouses, limited manufacturing and industrial operations. The district is intended to permit only those uses whose external, physical effects are restricted to the area of the district and only exert minimal detrimental effects to the surrounding districts. This district is further designed to recognize the growing convergence of office, industrial, and research in terms of functions, location, appearance, and activities.

- I-2 / Heavy Industrial: The I-2, heavy industrial district is designed primarily for manufacturing, assembling and fabrication activities including large scale or specialized industrial operations, whose external physical effects will be felt to some degree by surrounding districts. The I-2 district is also designed to accommodate research, development, engineering, testing, and office uses. The I-2 district is so structured as to permit the manufacturing, processing, and compounding of semi-finished or finished products from raw materials as well as from previously prepared material. Land uses in this district should generally be separated from residential districts by land uses permitted in the I-1 zoning district.
- PUD / Planned Unit Development: The planned unit development (PUD) is provided as a design and planning option, intended to permit flexibility in the regulation of land development; to encourage innovation in land use, form of ownership (such as site condominiums) and variety in design, layout, and type of structures constructed; to preserve significant natural, historical, and architectural features and open space; to promote efficient provision of public services and utilities; to minimize adverse traffic impacts; to provide adequate housing and employment; to encourage development of convenient recreational facilities; and to encourage the use and improvement of existing sites or existing buildings when the uniform regulations contained in other zoning districts alone do not provide adequate protection and safeguards for the site or its surrounding areas or flexibility to consider adaptive re-use of existing structures.
- O-1 / Office Service Districts: The O-1, office service district is designed to accommodate uses such as offices, banks and personal services which can serve as transitional areas between residential and commercial districts and to provide a transition between major thoroughfares and residential districts.

## VISION STATEMENT

*Public investment brought about by the Corridor Improvement Authority will attract private development and redevelopment that reinforces the Old Village district as a vibrant and unique neighborhood. The continued enhancement of the corridor will provide a subtle but distinctive complement to the City's other retail centers while being nestled within an established residential area. High-quality infrastructure will provide simple yet important amenities to businesses, residents, and visitors to fortify public and private investment in the district. Priority will be carefully placed upon projects that promote the district while ensuring the retention of the area's unique "Off Broadway" character.*

## GOALS AND PRIORITIES

***The overall goal of the Corridor Improvement Authority is to improve and encourage the long-term economic viability of the development area.*** The projects and improvements outlined in this Development Plan are designed to foster the necessary physical, economic, and social environment which will enable the City of Plymouth to protect existing investment, attract new development, and stimulate the continued revitalization of properties within the development area. Furthermore, the goal is to foster a mix of uses that both serve the surrounding neighborhood and attract regional visitors.

---

## Physical Environment

- Support infrastructure improvements necessary to ensure that existing businesses can expand, and new businesses develop in the development area.
- Further encourage mixed use projects within the area to expand commercial opportunities supported by existing and new residents.
- Promote environmental awareness and resilience in the design and implementation of improvements.
- Encourage the use and historic preservation of buildings while requiring appropriate design, architectural compatibility, color coordination, high-quality materials, consistent building orientation, and façade articulation from new construction. This may be facilitated by the creation of district specific design guidelines.
- Promote streetscape improvements, outdoor seating areas, drinking fountains, bike racks and other assets that will make the development area a comfortable, accessible, and safe place to visit and will encourage the neighborhood residents to walk or bike to commercial offerings.
- Create new opportunities for multi-modal transportation connections to and from Downtown, Hines Park, and other prominent locations.

## Economic Environment

- Undertake projects and programs which are designed to create a corridor with a competitive advantage that is attractive to owners and investors and offers quality customer environment as well as a healthy business mix.
- Support financing of projects by leveraging TIF dollars with Federal and State grants, State tax incentives, City funds, and private investment.
- Retain economically viable businesses which presently exist and encourage their expansion.
- Invest in public infrastructure to foster private investment in the area and attract new businesses and residents.
- Address parking system for efficiency and include motorcycle and scooter parking areas.

## Social Environment

- Promote a positive and welcoming image of the corridor that fosters cooperation between the public and private sector.

---

- Distribute promotional materials and maintain online resources and tools for living, working, and doing business in the district.
- Promote a positive, inclusive, and welcoming environment.

## DESCRIPTION OF IMPROVEMENTS

The Development Plan for the Corridor Improvement Authority includes projects and programs which will fulfill the priorities and objectives of this Plan. The following projects directly impact the physical environment to increase investment in the development area, improve the visual image of the development area, and enhance the overall economic and social environment. The programs are intended to create a stable economic environment as well as a welcoming and inclusive atmosphere for sustained investment in the development area.

### Projects and Programs

- Branding and Marketing.
- Development of corridor area entryways and wayfinding signage.
- Streetscape improvements including landscaping, trees, flower planters, benches, plazas, trash receptacles, and other amenities.
- Pathways and pedestrian improvements which may include sidewalks, bike racks, lighting, and seating.
- Expansion of multi-modal connections to downtown, neighborhoods, nearby municipalities, and other community amenities including Hines Park.
- Façade grant and public art program.
- Public flex parking development or programs.
- Traffic safety improvement including, but not limited to pedestrian zones, vehicular circulation studies, and social districts.
- Activation of public alleys through improvements and public/private partnerships.
- Economic development assistance including market analysis, façade improvement partnerships, startup business incubators and support services, and investment in communal public spaces for the use of corridor patrons. Programs may also include property / easement acquisition needed to implement anticipated improvements as well as the research and potential utilization of public/private partnerships.

---

The duration of this program will be for twenty-five (25) years and will conclude with a final capture of tax increment revenues on December 31, 2050, and expenditure of those revenues by December 31, 2051. Projects and programs will be undertaken based on the ability of the CIA to finance each project and program. It is recognized by the CIA that the projects listed may be beyond the scope of the CIA to complete with its own limited resources. Public-private partnerships as well as State and Federal grant assistance may be necessary to implement all of the above-mentioned items.

## LOCATION, EXTENT, CHARACTER, ESTIMATED COST, AND TIMELINE OF IMPROVEMENTS

For the purpose of expediting the duration needed to capture funds necessary to commence small-scale projects and pursue bond funding, the CIA's proposed capture is 100%. This will allow the undertaking of initial projects needed to bring awareness to the district and the CIA itself and accumulate necessary funds to pursue bond funding and/or large-scale projects. The means and methods of this process are explained in detail in Section 3 of this plan.

The CIA will be positioned to fund small-scale improvements as well as projects related to marketing, planning, and operations. There are no plans for large-scale construction projects; however, the CIA may provide economic development services and support to private redevelopment, particularly where other funding can be leveraged. The following projects in Table 2 represent the scope of potential projects that will accomplish the objectives of the CIA, the Development Plan, and Tax Increment Financing Plan. A description of each project is provided below as well as the estimated cost and year of completion.

**TABLE 2: Proposed CIA Projects**

Branding and Marketing	2026 - 2027 / 2038 - 2039	\$75,000 - \$100,000
<p>A branding process creates a distinct identity to be established for the District as the City of Plymouth and CIA promote the area as a community center and an area of regional appeal and business attraction. Branding of the District will also set the themes of other visual improvements, gateway signage, websites, social media, marketing, advertising, and wayfinding so that a consistent message is conveyed. While branding the District should be distinct, it should also be tied into the identity of the Old Village and City of Plymouth.</p> <p>Budget includes branding refresh and updated marketing midterm of the plan.</p>		
Entryway, Wayfinding Signage, Street Signage, and Historical Markers	2027 - 2028 / 2039 - 2040	\$60,000 - \$120,000
<p>This project will include wayfinding signage designed to direct visitors within the district to key destinations such as parks, shops, parking areas, and landmarks. The wayfinding system will reflect the thematic elements established through the district branding process. To further reinforce the identity of the Old Village CIA and the City of Plymouth, identification signage will be installed at primary entry points to the district. The project scope will also incorporate the installation and/or restoration of historical landmark markers, along with coordinated street signage, to celebrate the district's heritage and contribute to a cohesive visual identity. The budget</p>		

includes allocations for signage refresh and maintenance during the midterm of the plan.

<b>Streetscape, Stormwater, and Public Open Space/Park Improvements</b>	<b>2029 - 2051</b>	<b>\$2,000,000-\$4,000,000</b>
<p>This project involves comprehensive streetscape enhancements, including gateway improvements within the Development Area. Proposed improvements may incorporate unifying design elements established through a district-wide streetscape plan, encompassing landscaping of street frontages, planting areas, public plazas, and the installation and maintenance of uniform street furnishings such as trash and recycling receptacles, benches, lighting, and bike racks. A key objective of the streetscape improvements is to establish a cohesive visual and physical connection between Mill Street, Starkweather, and Main Street within the district. The project scope will also include coordination of underground utilities to support infrastructure upgrades and minimize future disruptions, park improvements to enhance public open spaces for the enjoyment of residents, their families, and visitors, and activation and improvement of public alleys to increase pedestrian connectivity and usability. Additionally, a district forestry plan will be developed to guide tree planting, preservation, and long-term canopy management. Stormwater infrastructure improvements will be identified and implemented as standalone projects and/or as integrated support systems for other streetscape initiatives. The budget includes funding for initial design and installation, as well as provisions for long-term maintenance.</p>		
<b>Multimodal Pathway Extensions and Improvements</b>	<b>2031 - 2051</b>	<b>\$750,000-\$1,500,000</b>
<p>An important objective of the CIA is to enhance pathway and circulation options throughout the District as part of a broader effort to create a safe, accessible, and connected multimodal network. Proposed improvements may include sidewalk repair and expansion, installation of bike racks, uniform pedestrian-scale lighting, and public seating to support comfort and accessibility for all users. A key component of this initiative is the development of a comprehensive multimodal plan to guide future infrastructure, including designated bike lanes, shared-use paths, and other facilities supporting non-motorized travel. Establishing a continuous connection between the District, Edward Hines Drive, and Downtown will be a priority to strengthen mobility and link key community destinations.</p>		

Project implementation may involve partnerships with public and private entities to coordinate design, construction, and long-term maintenance, which may include a partnership with CSX with the goal of improving railroad properties and crossings. The CIA will also pursue grant funding opportunities and leverage available local and regional resources to maximize investment impact. The project budget includes allocations for planning, design, and installation, as well as provisions for long-term maintenance and lifecycle management.

<b>Façade Grant and Public Art Programs</b>	2027 - 2051	\$25,000 - \$30,000 (per year)
<p>Façade improvement grants and public art programs represent high-impact, low-cost strategies to strengthen the visual character and economic vitality of the district. The CIA will develop clear and objective façade grant criteria to guide program implementation, ensuring consistency, design quality, and alignment with district branding and preservation goals. Façade grants may incentivize private investment by providing matching or supplemental funds to support improvements to building exteriors, entrances, and signage, thereby enhancing the overall appearance and cohesion of the commercial corridor. In parallel, public art partnerships will be pursued to create destination attractions that celebrate local culture, activate public spaces, and promote increased foot traffic for area businesses.</p>		
<b>Public Flex Parking / Parking Infrastructure</b>	2030 - 2051	\$75,000 - \$800,000
<p>There are areas within the district that lack sufficient on- and off-street parking to support existing and future development. Funds may be used to develop side-street parking and/or establish flexible parking programs that allow for reduced parking requirements. Programs could include, but are not limited to, shared parking arrangements, fifteen-minute parking, alternate side parking, municipal parking, and adaptive use of existing lots. The project scope may also include accommodations for a wider range of transportation modes, including, but not limited to, EV charging stations, and designated parking areas for mobility aids, scooters, and motorcycles or mopeds, to support accessibility and emerging forms of micromobility. Additionally, funds are budgeted for the potential acquisition of land for the construction of new surface parking facilities to address long-term capacity needs. The budget includes allocations for initial design and installation, as well as provisions for ongoing maintenance and lifecycle management.</p>		
<b>Traffic Safety Improvement Including Crosswalks</b>	2028 - 2051	\$850,000 - \$1,400,000

Intersection safety improvements are needed along Starkweather and Mill Streets to enhance pedestrian safety and encourage walkability throughout the district. Proposed improvements may include artistic and/or standard crosswalk treatments, curb extensions, sidewalk continuity, automated crossing signals, and other traffic-calming measures. Preliminary assessments indicate a potential need for approximately seven (7) to nine (9) new or improved pedestrian crossings within the district.

In addition to intersection enhancements, the project will include evaluation and planning for dedicated pedestrian zones and ADA-compliant accessibility improvements to ensure safe and inclusive mobility for all users. Vehicular circulation studies may be undertaken to assess current traffic patterns, identify potential congestion points, and recommend design or policy solutions to improve overall circulation and connectivity. The establishment of designated social districts will also be explored to create vibrant public gathering areas that support community activity, local businesses, and placemaking initiatives.

The project budget includes allocations for initial design, engineering, and installation, as well as long-term maintenance and periodic safety review.

Economic Development Assistance	2027 - 2051	\$15,000 - \$30,000 (per year)
<p>Provide economic development incentives to promote investment in underutilized or obsolete properties and to strengthen the overall economic vitality of the district. Efforts will include conducting a detailed market analysis to identify redevelopment opportunities, target industries, and investment trends that can inform strategic decision-making and policy development. Programs may include federal, state, and local grant matching; development of public-private partnerships; expedited review and permitting processes; and the creation of technical assistance programs to support small business growth and property reinvestment. Partnerships with key community and business organizations—such as the Chamber of Commerce, Downtown Development Authority, and other regional economic entities—will be pursued to coordinate outreach, leverage resources, and facilitate networking events that promote local business services and entrepreneurship.</p>		
Property / Easement Acquisition	2040 - 2051	\$750,000 - \$1,500,000
<p>To implement the specific projects set forth in this plan, it may be necessary to acquire property in either fee simple or by easement. This tool is anticipated to be implemented later in the Authority's twenty-five (25) year plan as needs for property or access procurement evolve. Public/Private partnerships may be utilized to assist with acquisitions. Permits and/or entitlements will be acquired where needed.</p>		

Administrative, auditing, operating & consultation	2026 - 2051	\$30,000 - \$50,000 (per year)
<p>The CIA will incur annual administrative, auditing, and operating costs which may also include planning, legal, engineering, and promotion consultation. These expenses may fluctuate but are not anticipated to exceed \$50,000 per year and will be reflected in the annual budget of the Authority, as approved by the City of Plymouth.</p>		

## STATEMENT OF CONSTRUCTION

Construction of the projects proposed above will be accomplished during construction seasons.

## OPEN SPACE

It is anticipated that open space features may be incorporated as part of the entryway and streetscape improvements and at strategic locations within the development area. Where applicable, green infrastructure to manage stormwater will be incorporated in both open space and project design.

## DEVELOPMENT AREA OWNERSHIP AND TENURE

It may be necessary for property to be acquired either through fee simple purchase or easement acquisition to implement the overall purpose or specific projects within the plan. If the CIA acquires property for improvements, the necessary rights-of-way will be dedicated to either the City of Plymouth or the appropriate County or State entity.

## ZONING CHANGES AND CHANGES IN STREETS, STREET LEVELS, INTERSECTIONS, AND UTILITIES

The CIA development area contains a mixture of zoning designations including R-1, MU, B-1, RT-1, and I-1. These zones allow for various residential and commercial uses including limited industrial. The Plymouth Master Plan contemplates allowing predominantly mixed use and dense residential within the district.

It is anticipated that public utilities will be improved where possible in the Development Area. It may also be necessary to improve and/or adjust the traffic pattern of busy intersections while implementing pedestrian-oriented infrastructure.

## PROPOSED METHOD OF FINANCING THE DEVELOPMENT

Projected improvements and their anticipated costs are shown in Table 3. These projects are set to

---

occur over a period of approx. twenty-five years. This program will shift as anticipated development comes online and financing is secured where needed. The estimated cost of the specific projects anticipated in this Development Plan is approximately \$6,310,000 to \$12,170,000, as summarized in Table 3. Table 5 anticipates that the CIA will capture approximately \$12,685,033 from TIF sources. While the total capture anticipated over the 25-year span exceeds the total amount anticipated for projects, the average annual capture will be \$507,401.32 per year. Per the scope of several projects, the CIA will require additional funds in any given year to initiate and/or complete projects. Approximately \$5,410,000 to \$11,120,000 is planned to be expended using TIF funds by the CIA towards projects outlined in Table 2 and 3. It should be noted that all expenses and revenues discussed in these sections are estimates that attempt to account for inflation over time and potential changes in the scope of projects. As capture commences and project bids are reviewed, annual CIA budgets will be adjusted accordingly.

Pursuant to Part 6 of Act 57, as amended, the costs of development may be financed by private contributions or donations received by the CIA, Federal and State grants, tax increment financing revenues, revenue bonds issued pursuant to Act 94 of 1933, as amended, general obligation bonds issued by the City payable from the anticipated tax increment revenues available for payment of debt service on such bond, tax increment bonds issued by the CIA pledging solely the tax increments, other revenues of the CIA, and other dedicated City funds.

Tables 4 and 5 in the Tax Increment Financing Plan indicate the sources of income available to the CIA to pay the costs of the development and the estimated amounts of each source, based on captured assessed value of property within the District.

It is unlikely that all projects can be financed from revenues received by the CIA. Therefore, the TIF funds should be used to leverage funding from other sources. The various available methods of financing the CIA may seek to use are described in the following text.

**TABLE 3: Summary of Proposed Development Activities**

Proposed Project	Cost	CIA Share	Year(s)	Anticipated Method of Financing
Branding / Marketing	\$75,000 - \$100,000	\$75,000 - \$100,000	2026-2027 / 2038-2039	1
Entryways / Wayfinding	\$60,000 - \$120,000	\$60,000 - \$120,000	2027-2028 / 2039-2040	1
Streetscape Improvements / Stormwater Infrastructure	\$2,000,000- \$4,000,000	\$1,500,000 - \$3,500,000	2029-2051	1, 3, 4
Multi-Modal Pathway Extension / Improvements	\$750,000 - \$1,500,000	\$600,000 - \$1,250,000	2031-2051	1, 2, 4
Facade Grant and Public Art	\$25,000 - \$30,000 (per year)	\$25,000 - \$30,000 (per year)	2027-2051	1, 5
Public Flex Parking Program	\$75,000 - \$800,000	\$75,000 - \$800,000	2035-2051	1
Traffic Safety Improvements and Crosswalks	\$850,000 - \$1,400,000	\$700,000 - \$1,250,000	2028-2051	1, 2, 3, 4
Economic Development Assistance	\$15,000 - \$30,000 (per year)	\$15,000 - \$30,000 (per year)	2027-2051	1
Property / Easement Acquisition	\$750,000 - \$1,500,000	\$650,000 - \$1,350,000	2040-2051	1, 2
Administrative Services	\$30,000 - \$50,000 (per year)	\$30,000 - \$50,000 (per year)	2026-2051	1
Estimated Totals	\$6,310,000- \$12,170,000	\$5,410,000 - \$11,120,000		
1 = Annual Tax Increment				
2 = Tax Increment Bonds				
3 = City Funds (either General or Dedicated)				
4 = State and Federal Grants				
5 = Private donation				

---

## **City of Plymouth Limited Tax General Obligation Bonds Issued Pursuant to Section 216 of Act 57, as amended.**

Section 216(1) of Act 57 permits the City to issue general obligation bonds, which pledge CIA revenues as additional security. Section 216(2) permits the CIA to issue bonds payable solely from tax increment revenues. Currently, neither the City nor the CIA have outstanding bonds issued under Section 216 of Act 57. It is anticipated the CIA or (jurisdiction) will incur no more than an estimated \$3,000,000 in bonded indebtedness under this Plan.

### **Special Assessment/General Obligation Bonds**

The City may also issue special assessment bonds along or in combination with general obligation bonds to finance all or part of the projects identified in this plan. The size of such bond issues would depend on the project included and the portion of each such project to be financed from special assessments and the portion, if any, to be financed from general funds. Payment of such special assessment bonds would be from the proceeds of the special assessment rolls consisting of the lands specially benefitted by the project. Payment of the general obligation bonds would be from the general fund of the City derived from the proceeds of taxes levied upon all property within the City.

### **State and Federal Grant Programs**

The City will also assist the CIA in pursuing relevant State and Federal transportation, environmental, economic development, and community enhancement grants that either are or may become available. Supplemental sources of funding will be necessary to fully complete all the projects outlined in this plan.

### **Private Contributions**

The CIA may also accept private contributions from individuals, corporations, and foundations.

## **LEASE, SALE, OR CONVEYANCE OF DEVELOPMENT**

All public improvement projects undertaken as part of this Plan will remain in public ownership for the public benefit.

Certain lands may be acquired and later sold to commercial developers who are willing to build a project acceptable to the Authority. Public / Private partnerships may be utilized as a mechanism for the purchase of land or easements as well as executing lease agreements. There are no known direct beneficiaries at this time. To the extent that certain projects, such as the provision of public parking facilities, will benefit a set of businesses, efforts will be made to capture such benefit through special assessments and development agreements.

---

## **RESIDENTIAL POPULATION AND THE DISPLACEMENT OF PERSONS**

There is no anticipated displacement or relocation required for this Plan. However, if there is the need for relocation of any individuals, the CIA, when required, will provide for the cost of relocation and reimbursement of expenses in accordance with the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

The relocation of any families, individuals, or businesses shall also be conducted in accordance with the statutory requirements and provisions of State of Michigan Act No. 227 of the Public Acts of 1972, being sections 213.321 to 213.332 of the Michigan Compiled Laws.

---

# Section 3

# Tax Increment Financing Plan

## INTRODUCTION

This Tax Increment Financing Plan is established to make possible the financing of the public improvements necessary or desirable for the Corridor Improvement Authority Development Area in accordance with the Development Plan for that area.

## EXPLANATION OF THE TAX INCREMENT PROCEDURES

No. 57 of the Public Acts of 2018, Part 6, Corridor Improvement Authorities, enables a CIA to undertake a broad range of development area improvement activities which will contribute to the economic growth and prevent the decline of property values in the designated development area. These improvement activities include, but are not limited to, the following: plan and propose the construction, renovation, repair, remodeling, rehabilitation, restoration or reconstruction of public facilities or buildings; development of long-range plans; and otherwise implement any plan for development in the development area necessary to achieve the purpose of the enabling statute.

To provide the Authority with the means of financing the planning and implementation of development proposals, the statute affords the opportunity to undertake tax increment financing or development programs. These programs must be identified in a Tax Increment Financing Plan which has been approved by the governing body of a municipality.

Simply stated, tax increment financing permits the Authority to capture tax revenues attributable to the increase in value of real and personal property located within an approved development area. The increases in property value may be attributable to new construction, rehabilitation, remodeling, alterations, additions, or to such other factors the assessor may deem appropriate.

At the time the Tax Increment Financing Plan is approved by resolution of the City Commission, the sum of the most recently assessed values, i.e., the values as finally equalized by the State Board of Equalization, of those taxable properties located within the development area, is established as the "Initial Assessed Value." Property exempt from taxation at the time of determination of the Initial Assessed Value shall be included as zero on the date of adoption of this Plan. The local taxing jurisdictions consist of the City of Plymouth, Schoolcraft College, Wayne County, and Huron-Clinton Metropolitan Authority. As a result of Proposal A passed in March 1994, local school districts, intermediate school districts, and the State of Michigan are no longer included as part of the capture.

In each subsequent year, the total assessed value of real and personal property within the district is termed the "Current Assessed Value."

---

The difference between any one (1) year period between the Current Assessed Value and the Initial Assessed Value is the "Captured Assessed Value." During that period which the TIF Plan is in place, local taxing jurisdictions continue to receive ad valorem taxes based on the Initial Assessed Value. Taxes paid on the Captured Assessed Value in allotted years after the establishment of the TIF Plan, however, are payable to the CIA for the purposes established in the Tax Increment Financing Plan.

For the Corridor Improvement Authority Tax Increment Financing Plan, the initial assessed value will be the assessed value of all real property and personal property in the Development Area as of December 31, 2025, and equalized by the State in May of 2026. The initial taxable value of the Development Area is estimated to be \$34,753,834, which includes both real property and personal property. The City Assessor does not anticipate significant growth in personal property due to the characteristics of land use in the City and increased availability of exemptions from the State of Michigan.

The tax levy of all participating taxing jurisdictions in 2025 is 23.8777 mils. Under the Tax Increment Financing Plan, the tax levy on the entire capture assessed valuation is to be utilized by the CIA in the manner as hereinafter set forth.

## **PROJECTION OF CAPTURED ASSESSED VALUES AND REVENUES**

The Tax Increment Financing Plan is based on the redevelopment or revitalization of desired properties within Development Area.

As noted in the Development Plan, there are areas available for small commercial expansion and the CIA may support these redevelopment projects by providing economic development services or applying for State and Federal grants. However, most projects will focus on supporting existing businesses via branding, gateways, signage improvements, infrastructure investment, safety path extensions and improvements, traffic improvements, and streetscape improvements. CIA projects will also enhance the overall physical and economic environment of the corridor to promote continued revitalization and investment.

The taxing jurisdictions and their respective millages subject to capture are presented in Table 4.

---

**TABLE 4: Millage Capture**

Taxing Jurisdiction	Ad Val Rate
City Operating	13.6964
Schoolcraft College	2.2700
Wayne County Operating	5.5622
Wayne County Voted	0.9743
Wayne County Jail	0.9278
Wayne County Parks	0.2420
Huron-Clinton Metropolitan Authority	0.2050
Total	23.8777

The City is proposing to capture 100% of taxes for the TIF. This approach will allow the CIA to expedite the collection of working funds and implement small scale projects as opposed to being stagnant for the first few years due to a low capture rate. Based on the projected growth outlined in the Development Plan and the existing tax rate of 23.8777 to be captured, the anticipated revenues are summarized in Table 5. Detailed estimates of the impact on tax capture for each taxing jurisdiction are provided in Appendix 3.

This projection is based on current tax rates. Possible factors leading to the deviation from current values are below:

1. If other taxing districts that are subject to capture in the Development Area raise their millage, more revenues will be raised for the Corridor Improvement Plan.
2. An annual inflation growth rate of 3.5% has been projected for each year and is reflected in Table 5. To develop this estimate, taxable value increases were reviewed over a six-year period beginning in 2017 and ending with assessed values from 2022. The result was a real property taxable value increase of 12% over the six-year span. Using average parameters, 3.5% was chosen to inform the projections. Justification for this calculation is provided in Appendix 2.

Proposal A, adopted in March 1994, limits the annual assessment increase for each property parcel in the State of Michigan to 5% or the inflation rate, whichever is less. When property is sold or transferred, the tax assessment is adjusted to current values.

---

Below is the estimated capture for each year of the CIA plan.

**TABLE 5: Estimated TIF Capture 2026 - 2050**

Year	Capture
2026	\$29,042
2027	\$59,094
2028	\$90,192
2029	\$122,372
2030	\$155,672
2031	\$190,131
2032	\$225,791
2033	\$262,691
2034	\$300,876
2035	\$340,391
2036	\$381,282
2037	\$423,597
2038	\$467,386
2039	\$512,700
2040	\$559,592
2041	\$608,118
2042	\$658,334
2043	\$710,300
2044	\$764,076
2045	\$819,726
2046	\$877,316
2047	\$936,911
2048	\$998,584
2049	\$1,062,406
2050	\$1,128,452
Total Est.	\$12,685,033

---

## USE OF TAX INCREMENT REVENUES

The tax increment revenues generated within the development area, pursuant to the Development Plan as it now exists or is hereafter amended, shall be used according to the budget of the Authority as approved by City Commission in accordance with the following:

- First, to pay the administrative, auditing, and operating expenses of the CIA and the City for the development area, including planning, legal, engineering and promotion to the extent provided in the annual budget of the Authority, as approved by the City Commission. Initial funds will be used to reimburse the City for the administrative and consulting resources used to create the CIA.
- Second, to pay for projects and ongoing programs identified in the Development Plan.
- Third, any tax increment receipts more than those needed under the preceding paragraphs would be used for future development activities within the development area, as defined in the Development Plan. Expansion or contraction of the development area is possible pursuant to an amendment or modification of the Development Plan and Tax Increment Financing Plan via applicable provisions of Act 57 and other laws.

## STATEMENT OF THE ESTIMATED IMPACT OF TAX INCREMENT FINANCING ON TAXING JURISDICTIONS

The primary overall impact of the Plan is anticipated increased economic activity within the development area. This increase in activity will, in turn, generate additional tax revenue to local taxing jurisdictions through increases in assessed valuation of real and personal property, improved residential neighborhoods, and increase personal local income from new employment within the development area.

To the extent the current assessed value equals the initial assessed value, the taxing jurisdictions would always receive the tax revenues they would have received prior to the adoption of this Plan. The local taxing jurisdictions shall, therefore, suffer no loss of current tax revenues.

The debt retirement millages for any local taxing jurisdiction within the development area will also remain with those taxing jurisdictions.

It is anticipated the development activities of the Corridor Improvement Authority, financed in whole or in part by tax increment revenues, will produce a positive, material effect on the assessed values of property within, and in, the proximity of the development area and will ultimately result in the eventual collection of greater real and personal property tax revenues than would otherwise have been available.

The CIA proposed all the eligible taxes, minus those presently collected for debt service retirement, subject to any agreements with the various taxing units, levied on the captured assessed value within the district, be used by the Authority to the extent needed from year-to-year to accomplish the purpose of this Plan.

## JUSTIFICATION OF THE TAX INCREMENT FINANCING PLAN

This Tax Increment Financing Plan is based upon the premise that the anticipated increase in development would not occur without the public improvements projected in the Development Plan. In the past decade, private investment within the development area has occurred. However, public investment has not been able to keep pace with interest in the corridor. Various commercial properties are underutilized with moderate to high rates of business turnover. The benefits from implementation of the Development Plan will be the fostering of continued interest in the district and prevent the stagnation or decline of property values.

The basic premise of this Plan is that private development would not take place without public investment. Therefore, the short-term investment made by the taxing units in foregoing initial growth in tax revenues is repaid by the long-term benefit of substantially greater taxes, improved neighborhoods, and increased employment realized from a significantly stronger commercial tax base.

---

# Appendices

Appendix 1 Parcel List of CIA Development Area

Appendix 2 Historical Percent Change Real

Property Appendix 3 Estimates of TIF Capture

## Appendix 1: Parcel List of CIA Development Area

005-03-0076-000	002-01-0590-000
005-03-0075-000	002-01-0602-006
005-03-0074-000	002-01-0606-000
005-03-0073-000	002-01-0611-000
005-03-0077-000	002-01-0601-001
005-03-0068-000	002-01-0607-000
005-03-0067-000	002-01-0609-000
005-03-0066-000	002-01-0610-000
005-03-0065-000	002-01-0612-000
005-03-0064-001	002-01-0603-000
005-04-0019-001	002-01-0605-000
005-04-0011-001	002-01-0600-000
005-04-0027-000	002-01-0599-000
005-04-0012-000	002-01-0597-000
005-04-0026-000	002-01-0595-301
005-04-0025-000	002-01-0593-000
005-04-0013-001	002-01-0591-000
005-04-0015-000	002-01-0592-000
005-04-0023-000	002-01-0613-000
005-04-0022-000	002-01-0614-000
005-04-0016-000	002-01-0615-001
005-04-0017-000	002-01-0577-001
005-04-0021-000	002-01-0583-000
005-04-0018-003	002-01-0584-000
005-04-0011-002	002-01-0568-000
005-04-0014-001	002-01-0582-000
005-04-0018-001	002-01-0581-000
005-04-0024-001	002-01-0580-000
005-01-0363-004	002-01-0579-000
004-02-0265-001	002-01-0577-002
004-02-0268-001	002-01-0570-000
005-01-0378-000	002-01-0571-000
005-01-0379-000	002-01-0572-000
005-01-0380-000	002-01-0573-000
005-01-0381-000	002-01-0574-001
005-01-0382-000	002-01-0574-002
005-01-0383-000	002-01-0622-005
005-01-0384-000	002-01-0564-301
005-01-0385-000	002-01-0589-001
005-01-0362-007	005-03-0060-304

004-01-0462-301	005-99-0001-704
002-01-0623-000	002-01-0596-302
002-01-0587-001	002-01-0601-004
002-01-0566-000	002-01-0601-003
002-01-0585-000	002-01-0602-001
002-01-0564-302	002-01-0602-002
002-01-0565-000	002-01-0602-301
002-01-0589-002	002-01-0602-005
002-01-0587-002	002-01-0616-000
002-01-0622-004	002-01-0622-003
003-01-0561-000	004-01-0500-001
003-01-0560-000	004-01-0451-303
003-01-0559-000	004-01-0430-001
003-01-0558-000	005-03-0063-000
003-01-0557-000	005-03-0062-000
003-01-0541-000	004-01-0466-000
003-01-0542-000	004-01-0470-300
003-01-0540-000	005-03-0061-000
003-03-0003-401	005-03-0058-000
003-01-0556-000	005-03-0056-002
003-01-0554-000	005-03-0060-303
003-01-0543-000	005-03-0041-000
003-01-0551-000	005-03-0052-000
003-01-0548-301	005-03-0048-000
003-01-0547-301	005-03-0049-000
003-01-0546-000	005-03-0050-000
003-01-0545-000	005-03-0051-002
003-01-0544-002	005-03-0043-000
003-01-0536-000	005-03-0044-000
003-01-0539-000	005-03-0045-000
003-01-0537-001	005-03-0042-000
003-01-0549-301	005-03-0046-000
004-01-0503-001	005-03-0047-000
004-01-0471-000	005-03-0051-001
004-01-0465-000	004-01-0467-301
004-01-0472-000	005-03-0060-001
004-01-0463-000	003-03-0001-000
004-01-0473-000	005-02-0001-000
004-01-0462-302	005-02-0006-000
004-01-0474-000	005-02-0004-002
004-01-0475-000	005-02-0014-000
004-01-0461-000	005-02-0017-002

004-01-0476-000	005-02-0016-000
004-01-0460-000	005-02-0015-000
004-01-0477-000	005-02-0007-002
004-01-0478-301	005-02-0011-000
004-01-0479-000	005-02-0009-004
004-01-0480-000	005-02-0002-002
004-01-0481-300	005-02-0003-002
004-01-0485-000	005-02-0007-001
004-01-0484-000	005-02-0009-002
004-01-0483-000	005-07-0035-000
004-01-0482-000	005-07-0036-000
004-01-0498-000	005-07-0037-000
004-01-0497-000	005-07-0038-002
004-01-0499-000	005-07-0010-000
004-01-0495-000	005-07-0007-000
004-01-0496-000	005-07-0003-303
004-01-0504-000	005-07-0001-002
005-07-0031-000	005-07-0038-003
005-07-0032-000	004-01-0493-000
005-07-0033-000	004-01-0490-301
005-07-0034-000	005-03-0054-301
005-03-0064-002	005-03-0053-301
004-01-0464-000	003-03-0002-000
004-01-0488-000	002-01-0602-302
004-01-0487-000	003-01-0506-301
004-01-0489-301	003-01-0509-301
004-01-0486-000	003-01-0509-302
004-01-0494-000	004-01-0429-312
004-01-0491-000	
004-01-0492-000	

## Appendix 2: Historical Percent Change Real Property



**Appendix 3: City of Plymouth Estimated Tax Capture of Corridor Improvement Authority**

Assumed Percent of Growth:	3.5%								
TIF Capture	100% from all Jurisdictions								
Tax Year	Taxable Value of Real Property	Base Value of Real Property	Taxable Value of Personal Property	Base Value of Personal Property	Captured TV Over Base Year	County Millage Rate	County Estimated Annual TIF Revenue	Taxing Jurisdiction	Ad Value Rate
2025	\$ 34,753,834.00	\$ 34,753,834.00	\$ 670,700.00	\$ 670,700.00	-	23.8777	2025	-	13.6964
2026	\$ 35,970,218.19	\$ 34,753,834.00	\$ 670,700.00	\$ 670,700.00	\$ 1,216,384	23.8753	2026	\$ 29,042	2.2700
2027	\$ 37,229,175.83	\$ 34,753,834.00	\$ 670,700.00	\$ 670,700.00	\$ 2,475,342	23.8729	2027	\$ 59,094	5.5622
2028	\$ 38,532,196.98	\$ 34,753,834.00	\$ 670,700.00	\$ 670,700.00	\$ 3,778,363	23.8705	2028	\$ 90,192	0.9743
2029	\$ 39,880,823.87	\$ 34,753,834.00	\$ 670,700.00	\$ 670,700.00	\$ 5,126,990	23.8682	2029	\$ 122,372	0.9278
2030	\$ 41,276,652.71	\$ 34,753,834.00	\$ 670,700.00	\$ 670,700.00	\$ 6,522,819	23.8658	2030	\$ 155,672	0.2420
2031	\$ 42,721,335.56	\$ 34,753,835.00	\$ 670,700.00	\$ 670,700.00	\$ 7,967,501	23.8634	2031	\$ 190,131	Huron-Clinton Metropolitan Authority 0.2050
2032	\$ 44,216,582.30	\$ 34,753,836.00	\$ 670,700.00	\$ 670,700.00	\$ 9,462,746	23.8610	2032	\$ 225,791	<b>TOTAL</b> 23.8777
2033	\$ 45,764,162.68	\$ 34,753,837.00	\$ 670,700.00	\$ 670,700.00	\$ 11,010,326	23.8586	2033	\$ 262,691	
2034	\$ 47,365,908.37	\$ 34,753,838.00	\$ 670,700.00	\$ 670,700.00	\$ 12,612,070	23.8562	2034	\$ 300,876	
2035	\$ 49,023,715.17	\$ 34,753,839.00	\$ 670,700.00	\$ 670,700.00	\$ 14,269,876	23.8538	2035	\$ 340,391	
2036	\$ 50,739,545.20	\$ 34,753,840.00	\$ 670,700.00	\$ 670,700.00	\$ 15,985,705	23.8514	2036	\$ 381,282	
2037	\$ 52,515,429.28	\$ 34,753,841.00	\$ 670,700.00	\$ 670,700.00	\$ 17,761,588	23.8491	2037	\$ 423,386	
2038	\$ 54,353,469.30	\$ 34,753,842.00	\$ 670,700.00	\$ 670,700.00	\$ 19,599,627	23.8467	2038	\$ 476,386	
2039	\$ 56,255,840.73	\$ 34,753,843.00	\$ 670,700.00	\$ 670,700.00	\$ 21,501,998	23.8443	2039	\$ 512,700	
2040	\$ 58,224,795.16	\$ 34,753,844.00	\$ 670,700.00	\$ 670,700.00	\$ 23,470,951	23.8419	2040	\$ 559,592	
2041	\$ 60,262,662.99	\$ 34,753,845.00	\$ 670,700.00	\$ 670,700.00	\$ 25,508,818	23.8395	2041	\$ 608,118	
2042	\$ 62,371,856.19	\$ 34,753,846.00	\$ 670,700.00	\$ 670,700.00	\$ 27,618,010	23.8371	2042	\$ 658,334	
2043	\$ 64,554,871.16	\$ 34,753,847.00	\$ 670,700.00	\$ 670,700.00	\$ 29,801,024	23.8348	2043	\$ 710,300	
2044	\$ 66,814,291.65	\$ 34,753,848.00	\$ 670,700.00	\$ 670,700.00	\$ 32,060,444	23.8324	2044	\$ 764,076	
2045	\$ 69,152,791.86	\$ 34,753,849.00	\$ 670,700.00	\$ 670,700.00	\$ 34,398,943	23.8300	2045	\$ 819,726	
2046	\$ 71,573,139.57	\$ 34,753,850.00	\$ 670,700.00	\$ 670,700.00	\$ 36,819,290	23.8276	2046	\$ 877,316	
2047	\$ 74,078,199.46	\$ 34,753,851.00	\$ 670,700.00	\$ 670,700.00	\$ 39,324,348	23.8252	2047	\$ 936,911	
2048	\$ 76,670,936.44	\$ 34,753,852.00	\$ 670,700.00	\$ 670,700.00	\$ 41,917,084	23.8228	2048	\$ 998,584	
2049	\$ 79,354,419.21	\$ 34,753,853.00	\$ 670,700.00	\$ 670,700.00	\$ 44,600,566	23.8205	2049	\$ 1,062,406	
2050	\$ 82,131,823.88	\$ 34,753,854.00	\$ 670,700.00	\$ 670,700.00	\$ 47,377,970	23.8181	2050	\$ 1,128,452	
							<b>TOTAL</b>		
							\$ 12,685,033		



## Administrative Recommendation - ITEM #10a

---

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

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

To: Mayor & City Commission  
From: Chris S. Porman, City Manager  
CC: *S:\Manager\Porman Files\Memorandum - Final Payment – Pro-Line Asphalt Saxton's Project 1-20-26.docx*  
Date: January 9, 2026  
RE: Final Payment – Pro-Line Asphalt Saxton's Project

---

### Background

The City Commission policy requires that the City Administration bring forward and seek final payment approval for major infrastructure projects. The Commission may be aware that Pro-Line Asphalt was the general contractor on the Saxton's Parking Lot Project. The project was completed and the lot was open to the public on October 19, 2023.

The City Commission authorized a total construction cost of \$748,435.00 for the project. The final cost on the project was \$737,457.08 or about \$11,000 under the authorized contract. Part of the savings was a result of us using a "Unit Based Contract", which only allows payment based on the number of units or volumes of materials used. The retention of \$20,000 from this contract was to ensure the plantings survived two seasons. The pay request has been reviewed and approved by the City Engineer. At this time, we are seeking approval to make final payment to Pro-Line Asphalt Paving in the amount of \$20,000.00.

### RECOMMENDATION:

The City Administration recommends that the City Commission authorize payment to Pro-Line Asphalt in the amount of \$20,000.00.

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

## RESOLUTION

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

WHEREAS The City completed Saxton's Parking Lot Project in 2023, and

WHEREAS The project has been completed by Pro-Line Asphalt Paving and they are  
Requesting final payment on the project, and

WHEREAS the City Engineer has reviewed the project and it meets all design  
Specifications.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby  
authorize final payment to Pro-Line Asphalt Paving Corporation in the amount of \$20,000.00 for  
work completed on the Saxton's Parking Lot Project and authorize the City Manager to sign Pay  
Certificate #3 (Final) on this project.



**Wade Trim Associates, Inc.**  
25251 Northline Road • Taylor, MI 48180  
734.947.9700 • [www.wadetrim.com](http://www.wadetrim.com)

December 30, 2025

City of Plymouth  
201 South Main Street  
Plymouth, MI 48170

Attention: Chris Porman  
City Manager

Re: City of Plymouth  
New Parking Lot at Old Saxton's Property  
Final Pay Estimate #3 + Project Close out

Dear Chris Porman:

Please find enclosed Certificate for Payment #3 (Final) related to the construction of a new parking lot on a portion of the old Saxton's property and the former Wira property. The parking lot improvements were approved by the City Commission on May 1, 2023, prior to the City purchasing the Wira property. The contractors completed the striping work on October 18, 2023, and the parking lot was opened by the City for public use on the morning of October 19, 2023. Retention in the amount of \$20,000 has been held since that time to confirm that the plantings survived two seasons.

The Contractor, Proline Asphalt, has requested final release of the retention and final payment for all work completed on the project. This pay estimate is the third and final for the following work that was previously completed by Proline and their contracting team of CI Contracting, GM & Sons, PK and Old Village Landscaping:

- Concrete flatwork and curb & gutter, including concrete sidewalk and curb work in front of the Jewel Blaich building that the City was reimbursed by the owners of the property
- Storm sewer installation including an underground detention system
- Water system tap to install a water meter vault for irrigation
- Asphalt paving, including the leveling course and wearing course over aggregate base
- Landscape installation in accordance with the approved site plan, including a rain garden along the east side of the parking lot
- Parking lot striping

As you know, the project was coordinated with the City's lighting and electrical contractor (Green Solutions) to install the decorative lighting and the electric vehicle charging stations, as well as with the contractors that constructed the Jewel Maple Condominiums. It was a true collaboration, and we are proud of how the project looks.

The original construction contract amount approved by the City Commission for Proline Asphalt was \$748,435, which did not include the cost of the Wira property. The total earned to date for the work completed from the start of the project on July 24, 2023, through October 18, 2023, is \$737,457.08, which is \$10,977.92 below the original contract price. Retention in the amount of **\$20,000.00** is due this final certificate.

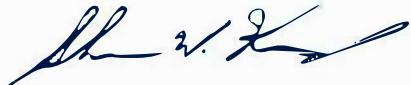
City of Plymouth  
December 30, 2025  
Page 2

Proline Asphalt has provided the attached final sworn statement and full unconditional waivers of lien for the project. Please process Certificate for Payment #3 (Final) and return a copy digitally to our office. We are pleased to get this project closed out.

Please contact me directly at 313.363.1434 if you have any questions. Thank you for the opportunity to provide engineering services to the City of Plymouth.

Very truly yours,

Wade Trim Associates, Inc.



Shawn W. Keough, PE  
Senior Vice President

SWK:efa  
PLY 2101-03T  
CERTIFICATE FOR PAYMENT 3 FINAL LTR.DOCX  
Enclosures (Certificate for Payment #3 Final)

cc: Adam Gerlach, Assistant Director of Municipal Services  
Abigail Gazvoda, Assistant Finance Director

**Section 00 6520  
Sworn Statement**

STATE OF MICHIGAN

COUNTY OF Macomb, Matthew Jones being duly sworn, deposes and says: That Pro-Line Asphalt is the (CONTRACTOR)(subcontractor) for an improvement to the following described real property situated in Wayne County, Michigan described as follows: SAXTON PANTING J LOT

(Insert legal description of property)

That the following is a statement of each Subcontractor and Supplier and laborer, for which the payment of wages or fringe benefits and withholdings is due but unpaid, with whom the (CONTRACTOR) (Subcontractor) has (contracted) (subcontracted) for performance under the contract with the OWNER or lessee thereof, and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names, as follows:

(Some columns are not applicable to all persons listed)

(Continued)

That the CONTRACTOR has not procured material from, or subcontracted with, any person other than those set forth on the reverse side and owes no money for the improvement other than the sums set forth on the reverse side.

Deponent further says that he or she makes the foregoing statement as the (CONTRACTOR) (Subcontractor) or as C.E.O. of the (CONTRACTOR) (Subcontractor) for the purpose of representing to the OWNER or lessee of the described on the reverse side premises and his or her agents that the property described on the reverse side is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth on the reverse side and except for claims of construction liens by laborers which may be provided pursuant to section 109 of the construction lien act, Act No. 497 of the Public Acts of 1980, as amended, being section 570.1109 of the Michigan Compiled Laws.

WARNING TO OWNER: AN OWNER OR LESSEE OF THE PROPERTY DESCRIBED ON THE REVERSE SIDE MAY NOT RELY ON THIS SWORN STATEMENT TO AVOID THE CLAIM OF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR A LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING PURSUANT TO SECTION 109 OF THE CONSTRUCTION LIEN ACT TO THE DESIGNEE OR TO THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED OR HAS DIED.

  
(Deponent)

WARNING TO DEONENT: A PERSON, WHO WITH INTENT TO DEFRAUD, GIVES A FALSE SWORN STATEMENT IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE CONSTRUCTION LIEN ACT, ACT NO. 497 OF THE PUBLIC ACTS OF 1980, AS AMENDED, BEING SECTION 570.1110 OF THE MICHIGAN COMPILED LAWS.

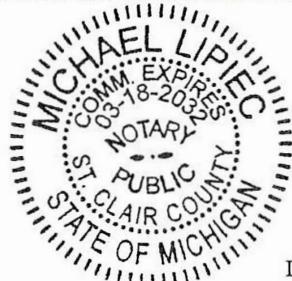
Subscribed and sworn to before me this 10<sup>th</sup> day of DECEMBER, 2025.

12

Notary Public

ST. CLAIR County, Michigan

My Commission Expires 3/18/2032



INSTRUCTIONS

1. A Sworn Statement in the preceding form must be provided before any CONTRACTOR or Subcontractor can file a Complaint, Cross-Claim, or Counter-Claim to enforce a construction lien.
2. An OWNER or lessee may withhold payment to a CONTRACTOR or Subcontractor who has not provided a Sworn Statement. An OWNER or lessee may withhold from a CONTRACTOR or Subcontractor who has provided a Sworn Statement the amount sufficient to pay all sums shown on the statement as owing Subcontractors, Suppliers, and laborers, or the amount shown to be due to lien claimants who have provided Notices of Furnishing pursuant to the Construction Lien Act of 1980.
3. An OWNER or lessee may rely on a Sworn Statement to avoid a lien claim unless the lien claimant has provided the OWNER or lessee with a Notice of Furnishing pursuant to the Construction Lien Act of 1980.
4. If the contract provides for payments by the OWNER to the general contractor, if any, in the normal course of construction, but the OWNER elects to pay lien claimants directly, the first time the OWNER elects to make payment directly to a lien claimant he or she shall provide at least 5 business days' notice to the general contractor of the intention to make direct payment. Subsequent direct disbursements to lien claimants need not be preceded by the 5-day notice provided in this section unless the OWNER first returns to the practice of paying all sums to the general contractor.

**Certificate for Payment No. 3-Final**

**Owner:** City of Plymouth  
201 South Main Street  
Plymouth, MI 48170

**Contractor:** Pro-Line Asphalt Paving Corp  
11797 29 Mile Road  
Washington, MI 48095

**Job No.** PLY 2101-03T

**Project:** Saxton Parking Lot

**CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on the data comprising the above application, the ENGINEER to the best of his knowledge, information and belief and subject to the limitations stated in the Contract Documents certifies to the OWNER that; (1) Work has progressed to the point indicated, (2) the quality of the Work is in accordance with the Contract Documents, and (3) the CONTRACTOR is entitled to payment of the Total Balance Due This Certificate.

**Engineer's Certificate for Payment**

**Date:** Feb. 18, 2025

**Substantial Completion Date:** Oct. 1, 2023  
**Extended To:** Nov. 4, 2023

**Final Completion Date:** Oct. 15, 2023  
**Extended To:** Nov. 15, 2023

**Period Start Date:** Sep. 29, 2023  
**Period End Date:** Nov. 4, 2023

<b>Contract Overview</b>	
Orginal Contract Amount :	\$ 748,435.00
Total Change Order Amount :	\$ (10,977.92)
Current Contract Price :	\$ 737,457.08
Remaining Contract Balance :	\$ -
<b>Payment Certificate Information</b>	
Total Amount Earned :	\$ 737,457.08
Less Previous Certificates :	\$ (681,732.08)
Less Retention Amount :	\$ -
Less Inspector Days :	\$ (35,725.00)
<b>Total Balance Due This Certificate :</b> \$ 20,000.00	

Prepared By:

**John W Hopp**

Digitally signed by John W Hopp  
DN: C=US, E=hopp@wadetrim.com, O="Wade Trim  
", OU=Construction Engineer, CN=John W Hopp  
Date: 2025.02.18 11:30:13-05'00'

**Owner Approval**

Reviewed By:

**Shawn Keough**

Digitally signed by Shawn  
Keough  
Date: 2025.12.10 11:41:20 -05'00'

Reviewed

Date

Approved

Date

Certified By:

**Gregory A. Stanley**

Digitally signed by Gregory A. Stanley  
DN: cn=Gregory A. Stanley, o=ou,  
email=gstanley@wadetrim.com, c=US  
Date: 2025.02.18 13:31:18 -05'00'

Construction Department PE

Date

**Certificate for Payment No. 3-Final**

**Owner:** City of Plymouth  
201 South Main Street  
Plymouth, MI 48170

**Contractor:** Pro-Line Asphalt Paving Corp  
11797 29 Mile Road  
Washington, MI 48095

**Job No.** PLY 2101-03T

**Project:** Saxton Parking Lot

**CONTRACTOR'S CERTIFICATION**

The undersigned CONTRACTOR certifies that to the best of his knowledge, information and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payment were issued and payments received from the OWNER, and that current payment shown herein is now due.

**CONTRACTOR'S DECLARATION**

I hereby declare that I have not, during the period covered by this Application, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from the OWNER, or its agents, and the owner's ENGINEER, or its agents, in addition to the regular items set forth in the Contract as dated above executed between myself and the OWNER, and in the Change Orders for Work issued by the OWNER in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

**Contractor's Application for Payment**

**Date:** Feb. 18, 2025

**Substantial Completion Date:** Oct. 1, 2023  
**Extended To:** Nov. 4, 2023

**Final Completion Date:** Oct. 15, 2023  
**Extended To:** Nov. 15, 2023

**Period Start Date:** Sep. 29, 2023  
**Period End Date:** Nov. 4, 2023

<b>Contract Overview</b>		
Orginal Contract Amount :	\$	<b>748,435.00</b>
Total Change Order Amount :	\$	<b>(10,977.92)</b>
Current Contract Price :	\$	<b>737,457.08</b>
Remaining Contract Balance :	\$	<b>-</b>
<b>Payment Certificate Information</b>		
Total Amount Earned :	\$	<b>737,457.08</b>
Less Previous Certificates :	\$	<b>(681,732.08)</b>
Less Retention Amount :	\$	<b>-</b>
Less Inspector Days :	\$	<b>(35,725.00)</b>
<b>Total Balance Due This Certificate:</b>		<b>\$ 20,000.00</b>

Matthew Jones

Printed Name

Date

Signature

12/17/25

Date



### Certificate for Payment No. 3-Final

PROJECT NAME: Suton Parking Lot

JOB NO. PLY 2101-03T

JOB NO. City of Plymouth

CLIENT: February 18, 2025

DATE: April 23, 2023

Construction Start Date: July 24, 2023

Substantial Completion Date:	Oct 1, 2023
Extended To:	Nov 4, 2023
Final Completion Date:	Oct. 15, 2023
Extended To:	Nov. 15, 2023

Period Start Date:	September 29, 2023
Period End Date:	November 4, 2023

Item #	DESCRIPTION	Contract Qty	(+/-) Qty	Rev. Qty	Unit	Unit Price	Contract Total Per Item	Current Contract Total Per Item	% of Work Complete	Total Qty Placed	Total Amount Earned	Total Amount From Previous Periods	Amount Earned This Period
01	Pavement Excavation	-447.26	<b>452.74</b>		CY	\$ 70.00	\$ 31,691.80	\$ 31,691.80	100.00%	452.74	\$ 31,691.80	\$ 31,691.80	\$ -
02	Remove Concrete Curb and Gutter	-228.00	<b>378.00</b>		LF	\$ 20.00	\$ 7,560.00	\$ 7,560.00	100.00%	378.00	\$ 7,560.00	\$ 7,560.00	\$ -
03	Concrete Drive and Sidewalk, Remove	-1,531.00	<b>2,431.00</b>		SF	\$ 5.00	\$ 12,155.00	\$ 12,155.00	100.00%	2,431.00	\$ 12,155.00	\$ 12,155.00	\$ -
04	Storm Sewer, Remove	-20.00	<b>0.00</b>		LF	\$ 60.00	\$ 1,200.00	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
05	Inlet Filter	4.00			EACH	\$ 100.00	\$ 400.00	\$ 400.00	100.00%	4.00	\$ 400.00	\$ 400.00	\$ -
06	Temporary Gravel Construction Entrance/Exit	-1.00	<b>0.00</b>		EACH	\$ 2,000.00	\$ 2,000.00	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
07	Adjust Structure	2.00			EACH	\$ 850.00	\$ 1,700.00	\$ 1,700.00	100.00%	2.00	\$ 1,700.00	\$ 1,700.00	\$ -
08	Reconstruct Structure	-2.00	<b>0.00</b>		VF	\$ 500.00	\$ 1,000.00	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
09	Remove and Replace Frame and Cover	-2.00	<b>0.00</b>		EACH	\$ 1,200.00	\$ 2,400.00	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
10	Connect to Existing Storm Structure	1.00			EACH	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	100.00%	1.00	\$ 5,000.00	\$ 5,000.00	\$ -
11	12-inch Storm Sewer, C-76, Cl IV RCP, Trench B	-15.00	<b>176.00</b>		LF	\$ 180.00	\$ 34,380.00	\$ 31,680.00	100.00%	176.00	\$ 31,680.00	\$ 31,680.00	\$ -
12	Standard Storm Catch Basin	2.00	<b>5.00</b>		EACH	\$ 6,500.00	\$ 19,500.00	\$ 32,500.00	100.00%	5.00	\$ 32,500.00	\$ 32,500.00	\$ -
13	Standard Storm Manhole	-1.00	<b>1.00</b>		EACH	\$ 6,500.00	\$ 13,000.00	\$ 6,500.00	100.00%	1.00	\$ 6,500.00	\$ 6,500.00	\$ -
14	ADS Underground Detention	1.00			LS	\$ 165,000.00	\$ 165,000.00	\$ 165,000.00	100.00%	1.00	\$ 165,000.00	\$ 165,000.00	\$ -
15	Earth Excavation for ADS Underground Detention	301.00			CY	\$ -	\$ -	\$ -	100.00%	301.00	\$ -	\$ -	\$ -
16	Non-Woven Geotextile for ADS Underground Detention	526.00			SY	\$ -	\$ -	\$ -	100.00%	526.00	\$ -	\$ -	\$ -
17	Woven Geotextile for ADS Underground Detention	105.00			SY	\$ -	\$ -	\$ -	100.00%	105.00	\$ -	\$ -	\$ -
18	Subgrade Undercut and 21AA Backfill	-205.00	<b>0.00</b>		CY	\$ 70.00	\$ 14,350.00	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
19	Aggregate Base Course, 21AA	366.96	<b>1,266.96</b>		TON	\$ 60.00	\$ 54,000.00	\$ 76,017.60	100.00%	1,266.96	\$ 76,017.60	\$ 76,017.60	\$ -
20	Drive and Sidewalk, Concrete 8-inch	86.50	<b>736.50</b>		SF	\$ 20.00	\$ 13,000.00	\$ 14,730.00	100.00%	736.50	\$ 14,730.00	\$ 14,730.00	\$ -
21	Bituminous Pavement, Wearing Course, 130UT	35.44	<b>235.44</b>		TON	\$ 260.00	\$ 52,000.00	\$ 61,214.40	100.00%	235.44	\$ 61,214.40	\$ 61,214.40	\$ -
22	Bituminous Pavement, Leveling Course, 3C	-44.67	<b>280.33</b>		TON	\$ 220.00	\$ 71,500.00	\$ 61,672.60	100.00%	280.33	\$ 61,672.60	\$ 61,672.60	\$ -
23	Pavement Marking	-1.00	<b>0.00</b>		LS	\$ 20,000.00	\$ 20,000.00	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
24	Curb and Gutter, Concrete, Detail F4	75.00	<b>1,175.00</b>		LF	\$ 42.00	\$ 46,200.00	\$ 49,350.00	100.00%	1,175.00	\$ 49,350.00	\$ 49,350.00	\$ -
25	48" Standard Back to Back Curb and Gutter	-115.00	<b>0.00</b>		LF	\$ 85.00	\$ 9,775.00	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
26	Interior Lighting	-4.00	<b>0.00</b>		EACH	\$ -	\$ -	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
27	Electrical System Improvements (Allowance)	-1.00	<b>0.00</b>		LS	\$ -	\$ -	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
28	Sprinkler System Allowance	-1.00	<b>0.00</b>		LS	\$ -	\$ -	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
29	Maintenance Aggregate	-150.00	<b>0.00</b>		TON	\$ 50.00	\$ 7,500.00	\$ -	0.00%	0.00	\$ -	\$ -	\$ -
30	Deciduous Trees	-2.00	<b>8.00</b>		EACH	\$ 950.00	\$ 9,500.00	\$ 7,600.00	100.00%	8.00	\$ 7,600.00	\$ 7,600.00	\$ -
31	Shrubs and Plantings	-61.00	<b>97.00</b>		EACH	\$ 110.00	\$ 17,380.00	\$ 10,670.00	100.00%	97.00	\$ 10,670.00	\$ 10,670.00	\$ -
32	Mobilization, 5% Max	1.00			LS	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	100.00%	1.00	\$ 35,000.00	\$ 35,000.00	\$ -
33	Minor Traffic Control and Maintenance	1.00			LS	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	100.00%	1.00	\$ 25,000.00	\$ 25,000.00	\$ -
34	Inspector Days (Contractor to bid number of days)	4.66	<b>44,656.25</b>		DAY	\$ 800.00	\$ 32,000.00	\$ 35,725.00	100.00%	44,656.25	\$ 35,725.00	\$ 35,725.00	\$ -

**Certificate for Payment No. 3-Final**

PROJECT NAME: Saxon Parking Lot

JOB NO. PLY 2101-03T

JOB NO. City of Plymouth

CLIENT: February 18, 2025

DATE: April 23, 2023

Substantial Completion Date: Oct 1, 2023  
 Extended To: Nov 4, 2023  
 Final Completion Date: Oct 15, 2023  
 Extended To: Nov 15, 2023

Period Start Date: September 29, 2023  
 Period End Date: November 4, 2023

Construction Start Date: July 24, 2023

Contract Dates

Item #		Contract Qty	(+/-) Qty	Rev. Qty	Unit	Unit Price	Contract Total Per Item	Current Contract Total Per Item	% of Work Complete	Total Qty Placed	Total Amount Earned	Total Amount From Previous Periods	Amount Earned This Period
<b>Alternate Bid</b>													
A-01	Drive and Sidewalk, Concrete 6-inch	-650.00	<b>0.00</b>	SF	\$ 19.00	\$ 12,350.00	\$ 12,350.00	- 0.00%	0.00	\$ 0.00	- \$ 0.00	- \$ 0.00	-
A-02	Permanent Signs	-4.00	<b>0.00</b>	EACH	\$ 950.00	\$ 3,800.00	\$ 3,800.00	- 0.00%	0.00	\$ 0.00	- \$ 0.00	- \$ 0.00	-
A-03	Restoration w/ 3-inch Topsoil and Nursery Sod (If Needed)	-500.00	<b>0.00</b>	SY	\$ 18.00	\$ 9,000.00	\$ 9,000.00	- 0.00%	0.00	\$ 0.00	- \$ 0.00	- \$ 0.00	-
<b>Extra's</b>													
E01-01	Concrete Pavement w/ ISC 7-inch, Deer Street (GM & Sons)	253.00	<b>253.00</b>	Syd	\$ 80.00	\$ 20,240.00	\$ 20,240.00	100.00%	253.00	\$ 20,240.00	\$ 20,240.00	\$ 20,240.00	-
E01-02	Concrete Sidewalk, 4-inch (GM & Sons)	2,601.00	<b>2,601.00</b>	Sft	\$ 9.50	\$ 24,709.50	\$ 24,709.50	100.00%	2,601.00	\$ 24,709.50	\$ 24,709.50	\$ 24,709.50	-
E01-03	Concrete Sidewalk Ramp, 6-inch ADA (GM & Sons)	160.00	<b>160.00</b>	Sft	\$ 23.00	\$ 3,680.00	\$ 3,680.00	100.00%	160.00	\$ 3,680.00	\$ 3,680.00	\$ 3,680.00	-
E02-04	Pavement Marking Mobilization (PK Contracting)	1.00	<b>1.00</b>	LS	\$ 500.00	\$ 500.00	\$ 500.00	100.00%	1.00	\$ 500.00	\$ 500.00	\$ 500.00	-
E02-05	Pavement Marking 4-inch White (PK Contracting)	1,472.00	<b>1,472.00</b>	LS	\$ 1.90	\$ 2,796.80	\$ 2,796.80	100.00%	1,472.00	\$ 2,796.80	\$ 2,796.80	\$ 2,796.80	-
E02-06	Pavement Marking 4-inch Blue (PK Contracting)	228.50	<b>228.50</b>	LS	\$ 2.20	\$ 502.70	\$ 502.70	100.00%	228.50	\$ 502.70	\$ 502.70	\$ 502.70	-
E02-07	Pavement Marking Handicap Symbol Blue (PK Contracting)	2.00	<b>2.00</b>	LS	\$ 150.00	\$ 300.00	\$ 300.00	100.00%	2.00	\$ 300.00	\$ 300.00	\$ 300.00	-
E02-08	Street Lights Removal and Horizontal Curb Cutting	1.00	<b>1.00</b>	LS	\$ 3,181.38	\$ 3,181.38	\$ 3,181.38	100.00%	1.00	\$ 3,181.38	\$ 3,181.38	\$ 3,181.38	-
E02-09	Rein Footing Storm Conflict, Irrigation Sleeve and Install Water Service (CI)	1.00	<b>1.00</b>	LS	\$ 10,380.30	\$ 10,380.30	\$ 10,380.30	100.00%	1.00	\$ 10,380.30	\$ 10,380.30	\$ 10,380.30	-
<b>Improvement Totals</b>								\$ 748,435.00	\$ 737,457.08	100.00%	\$ 737,457.08	\$ 737,457.08	\$ -

**INSPECTOR DAYS USED BY CONTRACTOR**

Totals to Date

Item #	DESCRIPTION	Plan Qty	(+/-) Qty	Rev. Qty	Unit	Unit Price	Original Contract Total	Current Contract Total	% of Days Bid	Total Qty	Total Amount	Total Amount From Previous Periods	Amount Due This Period
34	Inspector Days Used	4.66	<b>44.66</b>	Days	\$ 800.00	\$ 32,000.00	\$ 32,000.00	100.00%	44.6563	\$ 35,725.00	\$ 35,725.00	\$ 35,725.00	\$ -



## FULL UNCONDITIONAL WAIVER

(Printed under the authority of the Construction Lien Act PA 497 of 1980, as amended)

My/our contract with **Pro-Line Asphalt Paving Corp.**, to provide:

### **Underground Work**

for the improvement of the property described as:

**PLYM-23-010**  
**Saxton Parking Lot**

has been fully paid and satisfied, my/our construction lien rights against such property, the owner, engineer or **Pro-Line Asphalt Paving Corp.**, are hereby waived and released.

CI Contracting  
7135 Dan McGuire  
Suite B  
Brighton, MI 48116

*Diane Jendrusina*  
Signature of lien claimant

*Contractor*  
Title

*DIANE JENDRUSINA*  
Print Name

Signed on 04/15/25  
Date



**PRO-LINE ASPHALT**

## **FULL UNCONDITIONAL WAIVER**

(Printed under the authority of the Construction Lien Act, PA 497 of 1980, as amended)

My/our contract with **Pro-Line Asphalt Paving Corp.** to provide:

### **Concrete Work**

for the improvement of the property described as:

**PLYM-23-010  
Saxton Parking Lot**

has been fully paid and satisfied, my/our construction lien rights against such property, the owner, engineer or **Pro-Line Asphalt Paving Corp.**, are hereby waived and released.

GM & Sons, Inc.  
46900 West Road  
Novi, MI 48377



Signature of lien claimant

President  
Title

Hugo Gallegos  
Print Name

Signed on 4/15/2025  
Date

**DO NOT SIGN BLANK OR INCOMPLETE FORMS, RETAIN A COPY**



## **FULL UNCONDITIONAL WAIVER**

(Printed under the authority of the Construction Lien Act, PA 497 of 1980, as amended)

My/our contract with Pro-Line Asphalt Paving Corp. to provide:

## Restoration

for the improvement of the property described as:

PLYM-23-010  
Saxton Parking Lot

has been fully paid and satisfied, my/our construction lien rights against such property, the owner, engineer or Pro-Line Asphalt Paving Corp., are hereby waived and released.

The Old Village Landscaper  
890 York Street  
Plymouth, MI 48170

S. H. H. 600 - 13

### Significance of Ben clays

A. A. D. 2001

Deniz Schacht  
Title

Signed on 6-5-85

**DO NOT SIGN BLANK OR INCOMPLETE FORMS, RETAIN A COPY**

231210



PRO-LINE ASPHALT

## FULL UNCONDITIONAL WAIVER

(Printed under the authority of the Construction Lien Act, PA 497 of 1980, as amended)

My/our contract with Pro-Line Asphalt Paving Corp. to provide:

### Pavement Markings

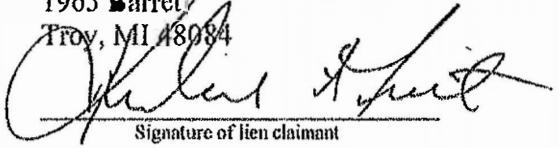
for the improvement of the property described as:

PLYM-23-010  
Saxton Parking Lot

has been fully paid and satisfied, my/our construction lien rights against such property, the owner, engineer or Pro-Line Asphalt Paving Corp., are hereby waived and released.

P.K. Contracting, Inc.

1965 Barrett  
Troy, MI 48084

  
Signature of lien claimant

P.K. Contracting  
1965 Barrett Dr.  
Troy, MI 48084  
Kimberly A. Tomatti  
Print Name

Agent

Signed on 6-2-25  
Date

DO NOT SIGN BLANK OR INCOMPLETE FORMS, RETAIN A COPY



## Administrative Recommendation

---

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

To: Mayor & City Commission & City Clerk  
From: Chris S. Porman, City Manager  
CC: S:\Manager\Porman Files\Memorandum - First Amendment to Salem landfill Letter of Intent - 01-20-26.docx  
Date: January 12, 2026  
RE: First Amendment to Salem Landfill Letter of Intent (LOI) Non-Binding

---

### Background

The City Commission may recall that on August 4, 2025, they approved a Letter of Intent (LOI) for the potential sale of the property commonly known as the Salem Landfill. The LOI was with RSB Holdings, LLC and was for a period of 180 days and set to expire on January 31<sup>st</sup> of this month. Being a former landfill with a number of restrictions greatly affects the potential property value.

During their due diligence period, RSB has worked with the state to understand the regulatory requirements of repurposing the landfill while still maintaining the required environmental protections. RSB continues their work and they have requested an additional 180 days to continue their due diligence. Both the original agreement and the proposed amendment are non-binding and non-exclusive, and neither party is required to move forward with or negotiate a purchase agreement.

The potential amendment would not modify any terms other than extending the expiration by 180 days. This has been reviewed by the City's Brownfield Attorney.

Attached is a memo from John Buzuvis which provides additional information and extensive background.

### Recommendation

The City Administration recommends that the City Commission authorize the Mayor to sign the attached First Amendment to Salem Landfill Letter of Intent (LOI) with RSB Holdings LLC. We have attached a proposed Resolution for the City Commission to consider.

Should you have any questions in advance of the meeting, please feel free to contact either myself or John Buzuvis.



## Administrative Recommendation

---

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-4531234  
Fax 734-455-892

To: Chris Porman, City Manager  
From: John Buzuvis, Economic Development Director *JNB*  
CC: S:\City\Salem Landfill Sale 2024\City Commission Information  
Date: January 12, 2026  
RE: First Amendment to Salem Landfill Letter of Intent (LOI) to Sell- Nonbinding

---

### Background

On August 4, 2025, the City Commission approved a non-binding Letter of Intent (LOI) with RSB Holdings, LLC (RSB) for the potential purchase of the long-closed former City of Plymouth municipal landfill located at 7511 Chubb Road (Five Mile and Chubb Roads), Salem Township. The LOI provided a 180-day due diligence period to allow RSB to evaluate the feasibility of its proposed use of the property for mulch production and storage. The initial LOI expires on January 31, 2026. RSB has requested a 180-day extension of the LOI to complete remaining due diligence tasks.

Since execution of the initial LOI, RSB has worked with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to understand regulatory requirements necessary to pursue its proposed use while maintaining appropriate environmental protections. Due diligence associated with former landfill properties is complex and time intensive. While progress has been made and initial feedback from EGLE has been positive, additional work and consultation are required before determinations can be finalized. EGLE has indicated that the proposed use may be viable and that similar uses have been approved at other former landfill sites.

The requested extension is presented as a First Amendment to the Letter of Intent, which would extend the expiration date by an additional 180 days. The original LOI and the proposed amendment are non-binding and non-exclusive and do not obligate either party to proceed with or negotiate a purchase agreement.

The subject property, commonly known as the Salem Landfill, encompasses approximately forty-two acres and operated from 1955 to 1971. The landfill was constructed within a former sand and gravel pit and accepted municipal waste from Salem Township, Redford Township, the City of Plymouth, the City of Detroit, and the City of Livonia. Prior to closure, the landfill was capped with approximately two feet of clay, with an additional clay cap installed in the mid-1990s through a grant from the Michigan Department of Natural Resources (DNR).

Based on available records, the City has not previously marketed the property for sale. Due to its historic use, future development options are limited; however, some viable reuse opportunities exist. In recent years, the administration has received inquiries regarding potential uses of the site, including discussions in 2020 regarding heavy equipment and truck storage; which ceased due to market conditions related to the pandemic. The administration also explored the potential for solar energy development with DTE Energy; however, that option was determined to be infeasible due to limited local demand and prohibitive infrastructure costs.

An appraisal completed in June 2025 determined the value of the property to be \$42,000. The administration has worked closely with the City's Brownfield Attorney regarding potential future use of the site and the review of both the original LOI and the proposed First Amendment.

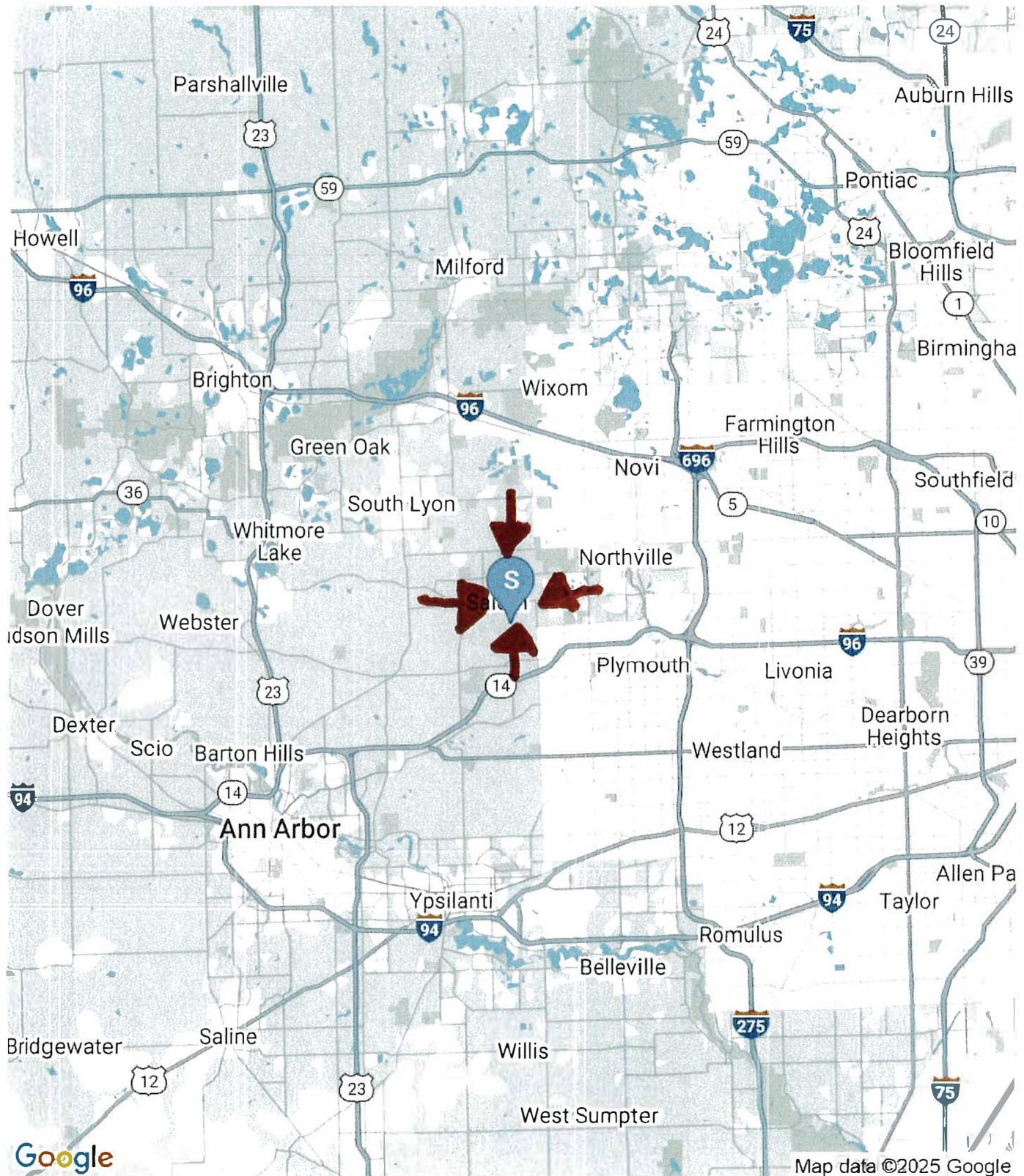
While the LOI and proposed First Amendment are non-binding and non-exclusive, they formalize the parties' mutual intent to continue the due diligence process that may lead to a future Purchase Agreement (PA). Any future PA would include detailed provisions regarding permitted and restricted uses, environmental compliance obligations, and EGLE approvals.

If the City Commission approves the First Amendment, RSB is expected to continue its due diligence activities, including environmental assessments, ongoing coordination with EGLE, and other necessary studies. Approval of the First Amendment would not modify the terms of the original LOI, other than extending the expiration date by an additional 180 days. The LOI identifies a proposed purchase price of \$42,000; however, the ultimate feasibility and value of the property remain dependent upon regulatory approvals and environmental constraints.

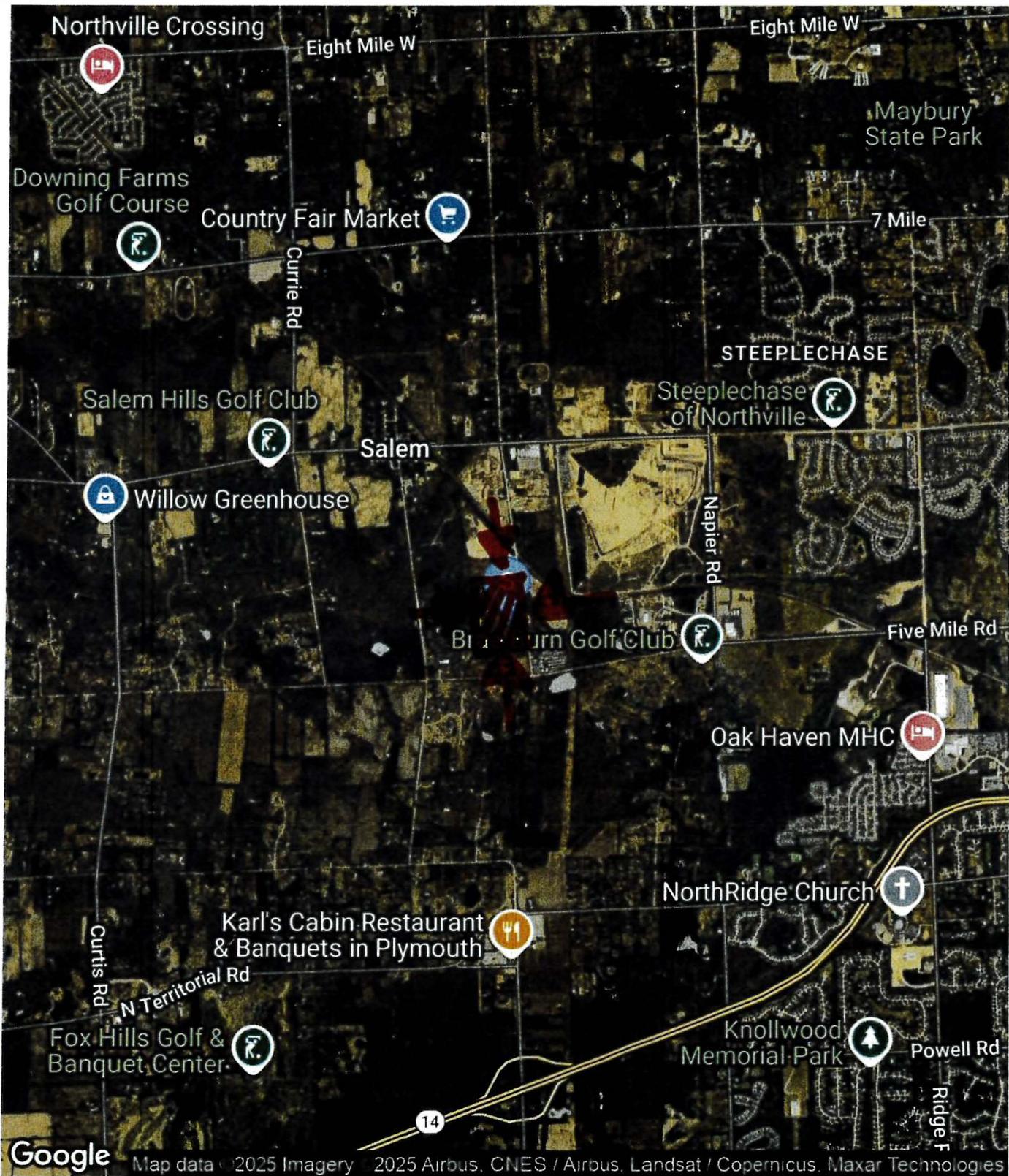
## **Recommendation**

The administration recommends that the City Commission approve the First Amendment to the Letter of Intent with RSB Holdings, LLC, and authorize the mayor to execute the amendment on behalf of the city.

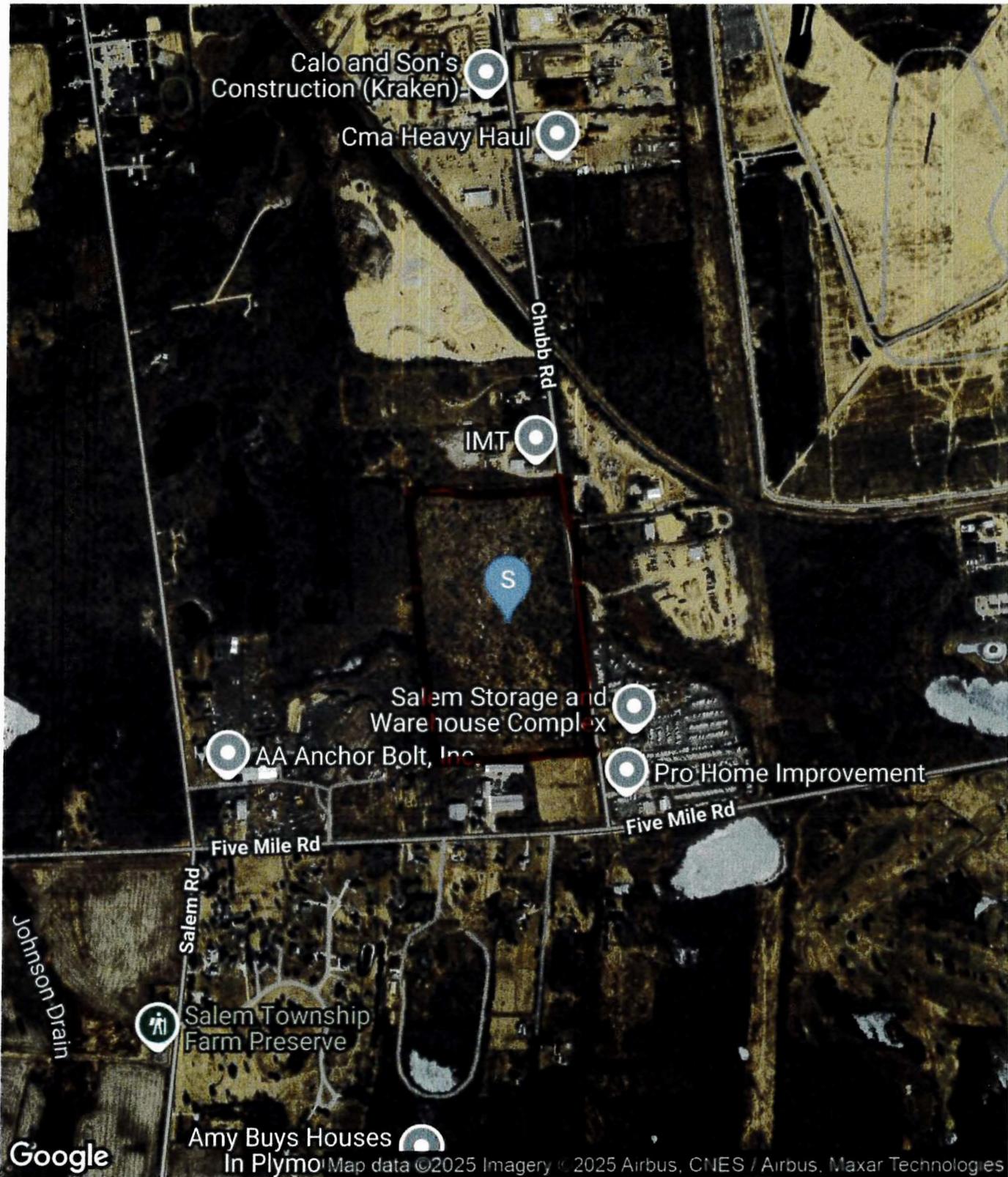
## SALEM LANDFILL LOCATION



## SALEM LANDFILL LOCATION



## SALEM LANDFILL LOCATION



# EXECUTED LETTER OF INTENT

## Letter of Intent

July 21, 2025

This Letter of Intent outlines the non-binding basic terms and conditions upon which RSB Holdings, LLC (on behalf of a to be formed entity) ("Purchaser") proposes to enter into a definitive and formal Purchase and Sale Agreement (the "PSA") with the City of Plymouth ("Seller") to purchase the property referenced below.

**PROPERTY:** Land and improvements known as 7511 Chubb Road, Northville, Michigan 48168. (the "Property").

**PURCHASE PRICE:** \$42,000.00 in cash at closing of the transaction ("Closing")

**PURCHASE AND**  
**INSPECTION PERIOD:** Seller to prepare initial draft of the PSA prior to the expiration of the Inspection Period.

The Inspection Period shall expire one hundred eighty (180) days after the date of this letter. During this period, Purchaser may inspect the Property as Purchaser may deem prudent and advisable.

If for any reason, Purchaser determines prior to the expiration of the Inspection Period that the Property is not suitable for Purchaser's intended use, Purchaser shall so inform Seller in writing and neither party shall have any further obligation to the other.

Notwithstanding anything contained herein to the contrary, any on-site inspections of the Property shall only be done upon no less than three (3) days prior written notice to the Seller and, prior to entry into the Property, Purchaser shall provide Seller with a copy of a general liability insurance policy under terms reasonably acceptable to the Seller, naming Seller as an additional issued and loss payee on such policy.

Purchaser shall not do any invasive testing of the Property, except as may be recommended by an environmental consultant and upon prior written consent of the Seller.

**TITLE /SURVEY:** Seller shall deliver a title commitment within thirty (30) days after the date of this letter. Purchaser, at Purchaser's expense, may order a new ALTA/ASCM survey of the Property.

CLOSING	The Closing will occur fifteen (15) days after the expiration of the Inspection Period.
PRORATIONS:	Appropriate taxes, assessments, and other applicable items shall be prorated as of the day of closing in accordance with local custom (as verified by the Title Company). After closing, Purchaser shall be responsible for the future installments of any special assessments.
CLOSING COSTS:	Purchaser shall be solely responsible for all recording fees, the cost of any survey, any transfer taxes, the cost of the Owner's Policy, any escrow fees, any endorsements for the Owner's Policy and costs of its inspections.
POSSESSION:	Provided to Purchaser at Closing.
NON-BINDING:	This letter of intent is intended only to express an interest to purchase and sell the Property and is not binding on either party. The parties intend that neither shall have any contractual obligations or liabilities to the other with respect to the matters referred to herein unless and until a definitive agreement has been fully-executed. The parties agree that the proposals contained herein (i) are not intended to create any agreement or obligation by either party to negotiate a definitive agreement, and (ii) impose no duty whatsoever on either party to negotiate or continue negotiations, including, without limitation, any obligation to negotiate in good faith or in any way other than at arm's length.
REPRESENTATIONS AND WARRANTIES:	The PSA shall only contain representations and warranties from Seller with respect to standard municipal authority and, at Closing, agrees to accept the Property in its then current "as is, where is" condition. Purchaser further acknowledges that the Property was formerly used as a landfill.
NON-DISCLOSURE AGREEMENT	Notwithstanding anything contained herein to the contrary, the obligations of the confidentiality agreement previously entered into by the parties shall continue until the earlier of the closing

on the sale of the Property or two (2) years from expiration of the Inspection Period.

**INDEMNIFICATION:**

Purchaser agrees to protect, indemnify, defend, and hold Seller, its members, commissioning, and affiliates and each of their respective officers, directors, employees, agents, successors, and assigns (collectively the "Indemnified Parties") harmless from and against any claims for liabilities, losses, expenses (including reasonable attorneys' fees), damages, or injuries actually incurred by any of the Indemnified Parties arising out of, resulting from, relating to, or connected with: (a) any inspections or testing of the Property by Purchaser or its agents, representatives, contractors, or employees; and (b) any breach or violation of the provisions of this Agreement. The foregoing indemnity shall survive the termination of the Purchase Agreement.

**SELLER:**

City of Plymouth

By:   
Name: Suzanne Dean  
Title: Mayor

**PURCHASER:**

RSB Holdings, LLC,  
a Michigan limited liability company

By:   
Name: Randy Blackman  
Title: Owner

## **FIRST AMENDMENT TO LETTER OF INTENT**

This **First Amendment to Letter of Intent** (this "Amendment") is entered into by and between RSB Holdings, LLC (on behalf of a to be formed entity) ("Purchaser") and the City of Plymouth ("Seller") (collectively referred herein as to the "Parties")

### **1. Purpose**

The purpose of this Amendment is to extend the term of the attached Letter of Intent (Exhibit 1) approved by the City of Plymouth on August 4, 2025 (hereinafter the "LOI"), that being the effective date of the LOI. All capitalized terms not defined in this Amendment shall have the meanings ascribed to them in the LOI.

### **2. Extension of Term**

The Parties hereby agree that the term of the LOI is extended for an additional **one hundred eighty (180) days**, measured from August 4, 2025, unless earlier terminated in accordance with the terms of the LOI.

### **3. No Other Modifications**

Except as expressly modified by this Amendment, all terms, conditions, representations, obligations, and provisions of the LOI remain unchanged and in full force and effect.

### **4. Effect of Amendment**

This Amendment constitutes the first amendment to the LOI and shall be read together with, and incorporated into, the LOI. In the event of any conflict between this Amendment and the LOI, the terms of this Amendment shall control.

### **5. Governing Law**

This Amendment shall be governed by and construed in accordance with the governing law provision set forth in the LOI.

### **6. Counterparts and Electronic Signatures**

This Amendment may be executed in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Electronic signatures shall be deemed valid and binding.

**IN WITNESS WHEREOF**, the Parties have executed this First Amendment to Letter of Intent as of the dates set forth below.

**SELLER**

**CITY OF PLYMOUTH**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**BUYER**

**RSB HOLDINGS, LLC**  
**A Michigan limited liability company**

By: \_\_\_\_\_  
Name: Randy Blackman  
Title: Owner  
Date: \_\_\_\_\_

**Sample Resolution**

The following resolution was offered by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_.

WHEREAS the City of Plymouth is the owner of a former landfill located at 7511 Chubb Road, Northville, Michigan 48168, which ceased operation in 1971; and

WHEREAS, the City Commission approved a 180-day non-binding Letter of Intent with RSB Holdings, LLC on August 4, 2025, to evaluate a potential purchase of the property for use as a mulch production and storage facility; and

WHEREAS, the initial 180-day term of the Letter of Intent expires on January 31, 2026; and

WHEREAS, RSB Holdings, LLC has worked with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to conduct required due diligence related to the proposed use of the property; and

WHEREAS the First Amendment to the Letter of Intent provides for an additional 180-day non-binding and non-exclusive due diligence period; and

WHEREAS, the City of Plymouth Brownfield Attorney has reviewed and approved the First Amendment to the Letter of Intent;

NOW, THEREFORE, BE RESOLVED, that the City of Plymouth City Commission approves the First Amendment to the Letter of Intent and authorizes the mayor to execute the amendment on behalf of the city.

# ITEM #10c



## Administrative Recommendation

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

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

To: Mayor & City Commission  
From: Chris S. Porman, City Manager  
CC: S:\Manager\Porman Files\Memorandum - 2026 Infrastructure Projects - Design Authorization and Bidding Services - 1-20-26.docx  
Date: January 15, 2026  
RE: Authorization for Design & Bidding services – 2026 Infrastructure Program

### Background

Each year about this time we ask the City Commission for their input on the future infrastructure improvement program for the following summer. The City Engineer has proposed a combination of water/sewer improvements, including lead service line replacement, as well as street improvements to improve the ride quality. It should also be noted that these projects will be paid for via the voter approved bonds from the bond authorization from 2019, in addition to water/sewer funds.

The City Engineer's report that is attached is extremely detailed to include his recommendations for 2026 projects.

While there are other streets that the Engineer and city staff took a look at for proposed projects this year including, Harvey between Penniman and Church, and Harvey between Ann Arbor Tr and Wing, the DDA DTP Forward Project will play a key role in how some of those streets are addressed. We are cautious to not perform extensive work with restoration without knowing the desire of the community for the look, feel, and functionality of the street itself. We will continue to monitor the utilities in the area as well as the road surface and make repairs as needed, but look toward the DTP Forward plan for significant improvements on those areas.

Recommendations for 2026 projects are based on a number of factors, including but not limited to the road surface condition, which is tracked using their respective PASER rating value; condition of water, sanitary, storm systems in those areas, water reliability study information, and historical perspective on issues that have been discussed over years. The proposed projects are listed as follows

### Wilcox Water Main

Design Estimate \$18,000

The proposed development of the Wilcox Mill, while a private entity, will require assistance and support from the City on a number of measures, and this "project" would be design only and not include the installation of the water main as that would be completed by the property owner.

### Riverside Comfort Station Water System Upgrades

Design Estimate \$27,000

Construction Estimate \$300,000

This project is really two projects in one: the abandonment of 6" cast iron water main on Plymouth Road that currently feeds the comfort station and a few other properties and the installation of a new water main on Park St.

### Joel St./Ann Arbor Trail Water Main/Road Reconstruction

Design Estimate \$24,000

Construction Estimate \$320,000

In 2024, the city completed water main upgrades in the Joel/Sheridan intersection, and this project continues that along Joel. In addition, this helps prepare us for larger scale upgrade of Ann Arbor Trail.

### Water Main Replacement Under Active Railroad Crossings

Design Estimate \$20,000

At this point, design authorization is sought for Farmer, Mill St., Main St., and North Holbrook. We will obviously have to work with the railroad to understand their requirements and can then better estimate costs once that is fully understood and reviewed. This project addresses recommendations in the City's Water Reliability Study.

### Hines Ct. Sewer Improvements

Design Estimate \$20,000

Construction Estimate \$150,000 - \$200,000

The goal of this project is to explore options and potential design solutions to eliminate repeated concerns of odor, etc. from a section of sewer discharging into a larger city sewer. This was part of a previous flow swap agreement between the city and the Township.

### Sanitary Sewer Manhole Repairs

Design Estimate \$20,000

This part of the program would be to help with the planning of sanitary repairs along Tonquish Creek and Byron Drains where sanitary sewers run in close vicinity to the respective creek areas.

### Lead Service Line Replacement

Design Estimate \$15,000

Construction Estimate \$200,000

Planning and coordination, including outside of the larger project zones.

### Roadway – Preventative Maintenance Treatments

Design Estimate \$15,000

Construction Estimate \$486,400

The following asphalt road segments have been identified as candidates for resurfacing, although final decisions will come after pricing, etc. are known.

	Estimates
Ann Arbor Trail – Mill to Railroad Tracks	\$46,900
Maple, Hamilton Intersection to Fairground	\$100,000
Wing/Joy/Deer to west end on Joy	\$98,000
Ann Arbor Trail – Harvey to Joel	\$59,500
Evergreen – Penniman to Sheridan	\$84,000
Goldsmith – Sheldon to Lena	\$98,000

Again, the attached City Engineer's letter provides significantly more detail on this proposed package of projects. To begin the process of design and development of the bid packages, it is necessary for the City Commission to authorize the preliminary design phase of the 2026 project. This phase of the project is anticipated to cost approximately \$249,000.00. Again, the Engineer's letter provides information on the complete scope of services for the 2026 Design Phase. We should always note that economic conditions, such as the price of oil, inflation and other factors will affect the bidding and ultimate cost of the projects.

### **Recommendation**

The City Administration recommends that the City Commission authorize the Design Phase of the 202 Infrastructure Projects as follows:

#### Preliminary Design Engineering Services Allowances Estimated Fee

Wilcox Water Main Design & Permitting	\$18,000
Water Main on Park St. Design & Permitting	\$27,000
Joel/Ann Arbor Tr Infrastructure Upgrades Design & Permitting	\$24,000
Water Main Replacement under Railroad Tracks	\$20,000
Hines Court Sewer Improvements	\$20,000
Sanitary Sewer Manhole Repairs	\$20,000
Lead Service Line Replacement	\$15,000
Roadway Preventative Maintenance Program	\$15,000
Topographic Survey Data Collection	\$50,000
Project Management and Coordination	\$10,000

**Wade Trim Engineering Services Subtotal:** **\$219,000**

**Geotechnical Investigation and Report Allowance:** **\$ 30,000**

**2025 Infrastructure Program Initial Design Fee Estimate:** **\$249,000**

There is a tremendous amount of information related to this proposal and if there are any questions in advance of the meeting, we would be happy to have the opportunity to provide you with additional details. We have prepared a proposed Resolution for the City Commission to consider this matter.



**Wade Trim Associates, Inc.**  
25251 Northline Road • Taylor, MI 48180  
734.947.9700 • [www.wadetrim.com](http://www.wadetrim.com)

January 15, 2026

City of Plymouth  
201 South Main Street  
Plymouth, MI 48170

Attention: Chris Porman, City Manager

Re: City of Plymouth - 2026 Infrastructure Improvement Program  
Proposed Program Description and Initial Design Proposal

Dear Chris Porman:

Per your request, we have prepared this letter as a proposed program description for the City's 2026 Infrastructure Improvement Program. This letter summarizes several recent discussions that we have had with Adam Gerlach regarding the City's direction and goals for the next calendar year. This letter also serves as a proposal for consideration by the City Commission to authorize the initial design phase services for Wade Trim to begin preparing plans and specifications for this year's program.

The proposed 2026 Infrastructure Improvement Program builds on the success of past programs. The program aims to continue addressing lead service line replacement, improving the City's water system, sanitary sewer system, storm sewer system, and improving the ride quality of the roadway network in Plymouth.

The 2026 program includes a couple smaller water main design projects that are anticipated to be designed, permitted and constructed in 2026. The program also initiates the planning and design for several additional projects that the City would like to get started on that will require additional time for permitting and coordination. These later projects do not yet have a defined construction start date. The 2026 program will also continue the City's recent focus on resurfacing residential streets to improve ride quality in areas where the infrastructure below ground does not appear to have any immediate deficiencies. Together, these projects will help the City advance its goal of providing sustainable infrastructure.

With that background in mind, we have developed the following preliminary program description and preliminary cost estimates for portions of the 2026 Infrastructure Improvement Program. Please note that some of the construction cost estimates provided are based on recent unit prices from past programs. Those unit prices are likely to change but they can be used to provide a budget level estimate. We are seeking approval to begin the preliminary design phase for the 2026 program so that we can begin to coordinate these projects and get the plans developed for any necessary permitting.

## PROJECTS RECOMMENDED FOR 2026

Here is a summary of the design projects being recommended for the 2026 Infrastructure Improvement Program. A brief description of each of them is provided below.

1. Wilcox Water Main – Design & Permitting
  - New water main is needed along Wilcox between Holbrook and Hines Drive to support the renovation project that is occurring at the old Wayne County Road Commission yard.
  - It is envisioned that approximately 570 linear feet of new 8-inch water main would be

designed to replace an abandoned 4-inch main to provide public water main to this property.

- A geotechnical investigation is recommended as part of this design, and an allowance has been included in our preliminary design services for SME to perform this investigation.
- Our early concept envisions installing the new water main using a construction method called directional drilling. This method would reduce the surface disturbance alongside Wilcox.
- As part of our early planning for this project, we met with a local contractor (Bidigare Contractors) who specializes in directional drilling. Bidigare was helpful and provided a cost estimate of \$187,000 (without contingency) based on an early concept we provided them with while assisting the City in their discussions with the property owner for the renovation project.
- Wilcox Road is under the jurisdiction of Wayne County, and a permit will be required to install a new water main in the County right of way.
- A permit from the State of Michigan Department of Environment, Great Lakes & Energy (EGLE) is also required for the installation of new water main.
- Our plan is to accelerate the design on this project to get the permit applications submitted for review so that the water main can be constructed during the late spring or early summer 2026.

## 2. Riverside Comfort Station Water System Upgrades – Design/Permitting/Bidding

- This design for this project includes a new 8-inch water main to replace an aging 6-inch cast iron water main that routinely requires City maintenance. The City envisions approximately 800 to 900 linear feet of new 8-inch water main along Park Street from Parkview Drive to Hines Drive, ending in a fire hydrant, with a new 2-inch water service bored under Hines to serve the comfort station.
- The new water main along Park Street will replace the older deteriorating 6-inch water main on Plymouth Road between Holbrook and Hines Drive. The planned route along Park Street is a shorter segment of new water main than replacing the current water main along its alignment from Plymouth Road.
- The 6-inch water main on Plymouth Road that currently feeds water to the Riverside comfort station will be abandoned. The City has experienced several leaks on this section of water main in recent years, and the location of the leaks are difficult to access. The project will involve cutting and capping the existing 6-inch water main at a few locations within the Plymouth Road right of way.
- There is a parallel 16-inch water main along Plymouth Road that will remain in service. The 16-inch water main goes all the way to Industrial Drive.
- There is an old 2-inch water service at 409 Plymouth Road that will need to be reconnected from the existing 6-inch main to the City's 16-inch water main.
- Plymouth Road is under the jurisdiction of Wayne County, and a permit will be required to perform this work in the County right of way. We will also coordinate the work on Park Street and the bore under Hines Drive with Wayne County.
- The portion of Hines Drive near the Riverside Comfort station is currently maintained by Wayne County as part of a 99-year lease agreement with the City. While the property is owned by the City of Plymouth, coordination with Wayne County for this new water service connection will be an important part of the planning for this project.
- It is envisioned that the new water main and abandonment of the old water main can be completed in 2026 for less than \$300,000, however final costs may be impacted by Wayne County requirements identified during the permitting process.
- A permit from the State of Michigan Department of Environment, Great Lakes & Energy (EGLE) is required for the installation of new water main.

## 3. Joel Street/Ann Arbor Trail Infrastructure Upgrades, Road Reconstruction and New Water Main

- This project is the ideal infrastructure project for several reasons. First, it builds off the recent improvements completed in 2024 at the intersection of Joel and Sheridan. The second reason is that it helps prepare the City for a larger future infrastructure project. This project involves the design, permitting and construction of approximately 250 linear feet of new 8-inch water main on Joel between Sheridan and Ann Arbor Trail and replacement of approximately 150 linear feet of water main on Ann Arbor Trail between Joel and Jener Place.
- The new 8-inch water main will connect to the new water main within the Joel/Sheridan intersection.
- New gate valves will be installed at the intersection of Joel and Ann Arbor Trail to replace a broken valve at that intersection and in anticipation of future work on Ann Arbor Trail. The new water main and valves will help to minimize the number of water system users affected when the City decides to install new water main on Ann Arbor Trail between Joel and Sheldon.
- The City plans to replace up to five known or suspected lead service lines within the limits of this project.
- A permit from the State of Michigan Department of Environment, Great Lakes & Energy (EGLE) is also required for the installation of new water main.
- Joel Street will be reconstructed. The current PASER rating condition index (updated in 2024) for this section of roadway is 3 (Poor).
- The preliminary cost for new water main on Joel & Ann Arbor Trail plus reconstruction of Joel has been estimated at \$320,000.
- Once the water main work on Joel has been completed, Ann Arbor Trail from Harvey to Joel can also be programmed for resurfacing (see below).

4. Water Main Replacement under Active Railroad Crossings – Preliminary Design/Permitting

- The City has existing water mains that cross under the active railroad tracks in several locations throughout the City. Most of those crossings are approximately 60 years old or older.
- The City's Water Distribution System Reliability Study recommends that the City start planning for the replacement of these crossings.
- Each of these crossings will require a permit from the railroad. Requesting permits from the railroad is anticipated to be a long-complicated process. The goal is to get out in front of a couple of these replacement projects so that they can be implemented in the future years.
- The 2026 Infrastructure Program includes the design of new crossings at Farmer Street, Lilley Street, Main Street and North Holbrook.
- A permit from the State of Michigan Department of Environment, Great Lakes & Energy (EGLE) is also required for the new water main.
- There is no timetable for the construction of these crossings. Once the appropriate permits have been secured, a plan for construction can be presented to the City Commission.
- The railroad crossing on Lilley will also require a permit from Wayne County because Lilley is under the jurisdiction of the Wayne County Department of Public Services.
- Once plans are developed and approved by the railroad, we will prepare cost estimates at that time that are based on the railroad requirements.

5. Hines Court Sewer Improvements – Preliminary Design/Coordination with Plymouth Twp

- This project has been included due to recent "sewer odor" complaints from a resident that lives on Hines Court.
- The 8-inch sewer on Hines Court is in Plymouth Township and the resident that is complaining about the odor is a Township resident.
- The Hines Court sewer serves approximately 6 homes and was conditionally allowed to

discharge to the City's 18-inch sanitary sewer as part of a previous flow sharing agreement between the Township and the City. The flow sharing agreement was part of the Township's decision to be a part of the Western Township Utility Authority (WTUA) and required separation of sanitary flows from the Wayne County North Huron Valley/Rouge Valley (NHRV) system.

- The goal of this preliminary design is to explore options for eliminating the sewer odor. These options may include a new connection point for the Hines Court Sewer to the City's sewer, and/or possibly reconnection of the Hines Court Sewer to a Township sewer in the vicinity.
- While more detailed cost estimates will be prepared for each option that is developed, we anticipate that this project will cost in the neighborhood of \$150,000 to \$200,000 depending on how much sanitary sewer needs to be replaced outside the Hines Court right-of-way.
- Once options have been prepared, it is envisioned that Wade Trim and the City will meet with the Township to discuss next steps on how the City and Township can collaborate and partner on the project.
- Any new or modified sanitary sewer to either the City system or Township system will require a permit from EGLE. This is to be determined.

#### 6. Sanitary Sewer Manhole Repairs

- The City has identified several manholes in challenging areas along Tonquish Creek and along the Byron Drain that need rehabilitation.
- A design allowance has been included in this program to assist the City with planning repairs to these manhole structures. The allowance will include site visits to each manhole structure, evaluating the deficiencies and proposing rehabilitation techniques for each deficiency and identifying the most efficient way for a contractor to access the manhole and make the repairs.
- The goal of proactively addressing these deficiencies now is to prevent further deterioration which could lead to unnecessary storm water entering the City sanitary sewer system.

#### 7. Lead Service Line Replacement (LSLR) Program

- We have been asked to include an allowance to assist the City with their ongoing lead service line replacement program.
- While some larger projects include elimination of lead service lines along with new water main installation, the City wants to proactively coordinate the replacement of lead service lines in other areas of the City.
- Wade Trim has been asked to help the City advance this program.
- The City anticipates approximately \$200,000 in LSLR work in 2026.

#### 8. Roadway – Preventative Maintenance Treatments

- The City recognizes that some sections of the City's roadways can be improved and/or need to be maintained through pavement maintenance techniques such as crack sealing, asphalt patching/resurfacing, and concrete panel replacement.
- The City may utilize some of these treatments in 2026, as appropriate, to improve rideability, prolong the life of assets and/or address areas of the roadway network that are outside the above-described programs. We can aim to have several of these areas completed early in the construction season.
- Wade Trim design effort for resurfacing areas will include verification of project limits and quantities of work, along with assistance obtaining construction costs.
- The following asphalt roadway sections have been identified as preliminary candidates for resurfacing in 2026 (final amount to be based on available funding). We have developed a preliminary cost estimate for planning purposes only. In 2025, resurfacing was completed in different areas of the City and the cost ranged from \$26.50/SY to

\$48/SY. We have used \$35/SY in preparing these estimates. The cost of resurfacing can vary depending on the size of the area, number of mobilizations and amount of asphalt base repair:

- Ann Arbor Trail, Lilley to Railroad Tracks (PASER Rating = 3) - 1340 SY = \$46,900
- Maple, Hamilton intersection to Fairground (PASER Rating = 3) - 2850 SY = \$100,000
- Wing/Joy/Harding, Deer west to end of asphalt on Joy (PASER Rating = 2) - 2800 SY = \$98,000
- Ann Arbor Trail, Harvey to Joel (PASER Rating = 2) - 1700 SY = \$59,500
- Evergreen, Penniman to Sheridan (PASER Rating = 2) - 2400 SY = \$84,000
- Goldsmith, Sheldon to Lena (PASER Rating = 3) - 2800 SY = \$98,000
- Additional street segments may be identified and added depending on the final budget that is approved by the City Commission.

## 1.0 Preliminary 2025 Infrastructure Program – Preliminary Design Fee Estimate

We have prepared the following initial design phase fee estimate for the City's consideration based on the description of the work described above:

Preliminary Design Engineering Services Allowances	Estimated Fee
Wilcox Water Main, Design & Permitting	\$18,000
New Water Main on Park to serve Riverside Comfort Station, Design & Permitting	\$27,000
Joel/Ann Arbor Trail Infrastructure Upgrades, Design and Permitting	\$24,000
Water Main Replacement under Active Railroad Crossings	\$20,000
Hines Court Sewer Improvements	\$20,000
Sanitary Sewer Manhole Repairs	\$20,000
Lead Service Line Replacement Program	\$15,000
Roadway Preventative Maintenance Program Assistance	\$15,000
Topographic Survey Allowance	\$50,000
Project Management and Coordination	<u>\$10,000</u>
<b>Wade Trim Engineering Services Subtotal</b>	<b>\$219,000</b>
Geotechnical Investigation and Report Allowance	\$30,000
<b>2026 Infrastructure Program – Preliminary Design Fee Estimate</b>	<b>\$249,000</b>

Please note that we have not presented any construction phase engineering fees or services as part of this proposal. Those will be presented once bids are received and the actual duration of the future construction projects has been better defined. Permit application fees will be the responsibility of the City and can be reimbursed to Wade Trim.

## 2.0 2026 Design Phase – Scope of Services

Following City Commission authorization to begin work on the design phase, Wade Trim will begin providing preliminary design phase services for the proposed project. We will hold a kickoff meeting with the City Department of Municipal Services' staff to review the proposed program and available program funds. We will review the known deficiencies identified within each project area and coordinate with the City for any unique aspects of the project beyond what is described above.

Following the kickoff meeting, residents and businesses within the project areas will be notified, as necessary, of the upcoming project, to coordinate and minimize disruption. As always, a public information meeting for the residents will be held as we get closer to the construction start date to describe the project and learn about individual homeowner concerns. This has been a highly successful step on past projects and allows the City and our team to introduce ourselves to the residents. We intend to share a preliminary schedule with the City and the residents at the public information meeting as soon as it is developed.

### **3.0 Design Phase Engineering Services**

A summary of our design phase scope of services for the 2026 Program is presented below, noting that not all these tasks apply to each design area identified above:

- A topographic survey allowance has been included in this year's program. While Wade Trim has topographic information in some areas that will be used as a starting point for our design, we will also need to collect additional information in the areas where plans need to be submitted for permits. This data will be used as the basis for our design and presentation of plan sheets for the project.
- We will review digital video (provided by the City) of the sanitary sewer and storm sewers throughout the project areas, as deemed necessary by the City. We will discuss the deficiencies that are visible and make recommendations based on the condition assessment data that the City has collected. Depending on the condition of the existing sewers, this is an area where additional sewer design services may be required.
- We will engage in the use of SME, as a subconsultant to Wade Trim, to obtain soil borings and/or pavement cores along the areas of new water main or where existing pavement cross-sections are unknown. The information collected will help verify soil types, pavement thicknesses, and the ground water level in each project location. This information is helpful during the design phase and the information is helpful to the contractors as they prepare bids for construction.
- We will prepare preliminary designs and/or final designs, appropriately based on the project, for new water main, hydrants, gate valves, and water services along the areas identified above for new water main. Water system improvements are a very important part of the City's comprehensive infrastructure improvement program. In most cases, we will be designing new 8-inch ductile iron water main to replace the existing aging cast iron water mains. As part of the design, we will work with the City to review any known and/or suspected galvanized service line locations (i.e. not copper) per available City records and plan for their immediate replacement as part of this program.
- We will design new pavement for the various projects identified above. Reconstruction projects typically involve removal of the old storm structures, pipes and roadway, as appropriate. Resurfacing projects can typically be achieved by providing some standard pavement cross-sections and details. Once the pavement cores are obtained to verify the existing cross-section, our design can proceed.
- Our road reconstruction plans will include a removal plan, proposed new pavement plan with top-of-curb elevations, proposed cross slopes, and detailed elevations for any storm structures along the roadway. Whenever possible, new roadway will be designed to improve driveway slopes and improve drainage. New edge drain will be designed in areas with poorly draining soils to help get the water out from under the roadway.
- All designs are reviewed to improve pedestrian and bicycle safety and for compliance with the ADA requirements, including the design of new sidewalk ramps at all intersections within the project area that meet the maximum slope requirements.
- Our plans will include a proposed construction detour plan, as appropriate, based on discussions and input from the City DMS.
- We will prepare permit applications as required to support the design including, but not limited to, the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for public water main and sanitary sewer projects, as well as for coordination of the work within the Lilley/Mill Street & Plymouth Road right of ways with Wayne County Department of Public Services and the railroad for all water main crossing replacements.
- We will prepare soil erosion and sedimentation control plans for all projects, and obtain the necessary permitting as required.

- We will meet and/or communicate with the City often during the design to review progress, permit applications, and our recommended design. City comments will be incorporated into the plans as requested. On past projects, we have sought input from DMS to review items such as gate valve and hydrant location for new water main, existing, and proposed driveway slopes, and to confirm final design elements.
- Following all plan revisions and incorporation of City comments, Wade Trim will prepare complete plans and specifications and coordinate again with the City staff for direction on how to obtain bids for the various projects.
- We will assist the City by reviewing all bids received, checking contractor references (if necessary), and preparing a bid tabulation.
- We will provide a letter of recommendation of award to the City Commission for any projects proceeding to a construction phase. The letter will include a complete outline of expected construction costs based on the bids received and a comprehensive recommendation for the Commission packet.

#### 4.0 Preliminary Project Schedule

We have prepared the following preliminary project schedule for the 2026 Design Phase:

Authorization to Proceed from City	January 2026
Topographic Survey Data Collection	January through February 2026
Geotechnical Investigation	January through March 2026
Water Main Design	February through March 2026
Permitting	March through May 2026
Bidding Phase	April through May 2026
Construction	June through October 2026

Please note that some designs may be completed and receive permits quicker than others.

#### 5.0 Authorization to Begin Requested

At this time, we are requesting that the City Commission authorize Wade Trim to formally begin the 2026 Preliminary Design Phase Services and Geotechnical Services, as described above, for a Not to Exceed Fee of **\$249,000**. As always, our team's actual effort will be billed monthly in accordance with the actual hours worked and our current Rate Schedule. If extra work is required beyond the scope of this proposal, we will notify the City Manager and Assistant Director of Municipal Services immediately and provide an estimate for any additional work that may be required at that time.

We hope this letter is helpful to the City Administration and City Commission. If anyone has any questions in advance, please do not hesitate to call me on my cell at 313.363.1434. We continue to appreciate the opportunity to help the City improve their infrastructure and look forward to working closely with you during the design phase of this project.

Very truly yours,

Wade Trim Associates, Inc.



Shawn W. Keough, PE  
Senior Vice President

SWK:efa  
BDXPLY  
20260115\_PORMAN\_2026 PLY INFRASTRUCTURE PROGRAM DESIGN PROP LETTER.DOCX  
Enclosure

cc: Adam Gerlach, Assistant Director of Municipal Services, City of Plymouth

## R E S O L U T I O N

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

WHEREAS The City of Plymouth maintains a wide range of infrastructure to help protect and preserve The public health, safety, and welfare, and

WHEREAS There is a need to provide improvements to roads, sewers, and the water system in order To keep them in good condition, and

WHEREAS The voters of the city authorized the sale of bonds to pay for street improvements in 2019, and

WHEREAS The City Engineer has proposed several projects for the 2026 calendar year, to include The following and their preliminary estimated construction costs:

- Wilcox Water Main
- Riverside Comfort Station Water System Upgrades      Construction Estimate \$300,000
- Joel St./Ann Arbor Trail Water Main/Road Reconstruction      Construction Estimate \$320,000
- Water Main Replacement Under Active Railroad Crossings
- Hines Ct. Sewer Improvements      Construction Estimate \$150,000 - \$200,000
- Sanitary Sewer Manhole Repairs
- Lead Service Line Replacement      Construction Estimate \$200,000
- Roadway – Preventative Maintenance Treatments      Construction Estimate \$486,400

NOW, THEREFORE, BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize Wade Trim to provide preliminary design engineering and bidding services as outlined in the Engineer's letter dated January 15, 2026, in the amount not to exceed \$249,000 and as follows:

Wilcox Water Main Design & Permitting	\$18,000
Water Main on Park St. Design & Permitting	\$27,000
Joel/Ann Arbor Tr Infrastructure Upgrades Design & Permitting	\$24,000
Water Main Replacement under Railroad Tracks	\$20,000
Hines Court Sewer Improvements	\$20,000
Sanitary Sewer Manhole Repairs	\$20,000
Lead Service Line Replacement	\$15,000
Roadway Preventative Maintenance Program	\$15,000
Topographic Survey Data Collection	\$50,000
Project Management and Coordination	\$10,000
<b>Wade Trim Engineering Services Subtotal:</b>	<b>\$219,000</b>
<b>Geotechnical Investigation and Report Allowance:</b>	<b><u>\$ 30,000</u></b>
<b>2025 Infrastructure Program Initial Design Fee Estimate:</b>	<b>\$249,000</b>