



# Plymouth City Commission

## Regular Meeting Agenda

Monday, June 16, 2025 7:00 p.m.  
Markham Park – Caster & Holbrook

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**
  - a. Pledge of Allegiance
  - b. Roll Call
  - c. Proclamation
2. **APPROVAL OF MINUTES**
  - a. June 2, 2025 City Commission Regular Meeting Minutes
3. **APPROVAL OF THE AGENDA**
4. **ENACTMENT OF THE CONSENT AGENDA**
  - a. Approval of May 2025 Bills
  - b. Special Event: 5<sup>th</sup> Birthday Party – 7/13/2025
  - c. Special Event: 5<sup>th</sup> Birthday Party – 7/27/2025
  - d. Special Event: Downtown Day – 9/27//2025
5. **CITIZEN COMMENTS**
6. **COMMISSION COMMENTS**
7. **OLD BUSINESS**
8. **NEW BUSINESS**
  - a. Authorization for Part Time Hiring
  - b. Cemetery Rates & Rules Review FY 2025-26
  - c. Property and Liability Insurance Coverage Fiscal 2025-26
  - d. Authorization to purchase – Arena LED Lighting Fixtures (Bid Award)
  - e. Authorization for DDA Streetscape Design Bid Award
  - f. Community Development Permit Fee Schedule Update
  - g. 2024-25 Fourth Quarter Budget Amendments
9. **REPORTS AND CORRESPONDENCE**
  - a. Liaison Reports
  - b. Appointments
10. **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, notional 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





## *Proclamation*

- WHEREAS Pollinators play an important role in maintaining a healthy ecosystem. Local plant species, wildlife, and urban agriculture all depend on pollination from bees, butterflies, and other insects; and
- WHEREAS Pollinator species are in decline due to habitat loss and the use of pesticides, causing species like the monarch butterfly to decline significantly in the past 25 years; and
- WHEREAS The City of Plymouth is home to many native wildlife and pollinator species such as birds, bees, and insects which keep our environment healthy and biodiverse; and
- WHEREAS The City of Plymouth recognizes that human health ultimately depends on well-functioning ecosystems and that biodiverse regions can better support food production, healthy soil and air quality, and can foster healthy connections between humans and wildlife; and
- WHEREAS The City of Plymouth is working to build a healthy, sustainable, and wildlife-friendly community that brings the many benefits of nature to its all corners; and
- WHEREAS The City of Plymouth will continue to support local, state, and national efforts that protect, restore, and conserve habitat for pollinators, as well as foster a greater connection between residents and wildlife.

NOW THEREFORE, I, Suzi Deal, Mayor of the City of Plymouth, do hereby proclaim the week of June 16-22, 2025, as

## *Pollinator Week*

in the City of Plymouth and encourage all residents to participate in community activities that support and celebrate pollinator protection.



*In witness whereof, I have hereunto set my hand and caused the Seal of the City of Plymouth to be affixed hereto on this 16<sup>th</sup> day of June 2025.*

---

Suzi Deal, Mayor  
City of Plymouth, Michigan



**City of Plymouth**  
**City Commission Regular Meeting Minutes**  
**Monday, June 2, 2025, 7:00 p.m.**  
**Plymouth City Hall 201 S. Main Street**

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

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**1. CALL TO ORDER**

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

- b. Roll Call

Present: Mayor Suzi Deal, Mayor Pro-Tem Colleen Pobur, Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Brock Minton, Nick Moroz

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

- c. Proclamations: Proclaiming June as LGBTQ Pride Month and June 6, 2025 as National Gun Violence Awareness Day in Plymouth.

**2. APPROVAL OF MINUTES**

- a. May 19, 2025 City Commission Regular Meeting Minutes

Motion to approve the May 19, 2025 City Commission Regular Meeting Minutes made by Kehoe, supported by Moroz.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**3. APPROVAL OF THE AGENDA**

Motion to approve the agenda for June 2, 2025 made by Pobur, supported by Maguire.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**4. ENACTMENT OF THE CONSENT AGENDA**

- a. Special Event: Buckley Picnic – 6/21/2025

Motion to approve the consent agenda item (Special Event: Buckley Picnic – 6/21/2025) made by Pobur, supported by Kehoe.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**5. CITIZEN COMMENTS**

Latricia Horstman, 771 Davis Street/ Old Village Association reported on fundraising efforts for Plymouth Pride. Karen Sisolak, 939 Penniman Ave, thanked the City for facilitating a recent block party on Penniman Ave. Wayne County Commissioner Melissa Daub provided an update on the county budget process and requested input on Plymouth's budget priorities.

Denise Muench, 101 S Union, advocated for increased City support for Plymouth Community Council on Aging. Ellen Elliot, 404 Irvin, thanked the City for the Pride proclamation and praised the recent Memorial Day Parade.

## 6. COMMISSION COMMENTS

Pobur refuted allegations made by David Pierce at a previous meeting, defending the integrity of the Commission and City processes.

Kehoe emphasized the importance of volunteer service on City boards and commissions.

Moroz thanked citizens for their engagement and, while emphasizing the Commission's role in representing the entire city, addressed several budget-related issues.

Maguire provided an update on efforts to support the Plymouth Community Council on Aging and thanked Deal for the Pride proclamation.

Deal reaffirmed her commitment to being available to meet with citizens and denied allegations of improper influence. She also congratulated Police Sergeant Chris Lahtinen and Police Officer Matt Stoops on their 24 years of service, and Municipal Services Foreman Nick Johns for his 15 years of service to the City. Additionally, she highlighted the ongoing work on a World War 2 documentary featuring Plymouth veterans. Deal also provided a brief update on flood mitigation efforts.

## 7. OLD BUSINESS

### a. PUBLIC HEARING – Old Village Corridor Improvement / Tax Increment Finance District [NO ACTION]

Deal opened the public hearing at 7:34 p.m.

Sincock provided background on the proposed Corridor Improvement Authority (CIA) and Tax Increment Financing (TIF) district for the Old Village area. He explained the process, potential benefits, and next steps.

#### Citizen comments:

Latricia Horstman, 771 Davis Street, expressed support but concern about expanded boundaries.

Mark Oppat, 253 Blanche, raised concerns about past city decisions in Old Village.

Kristy Holmes, 633 Starkweather, echoed support and concerns about board selection.

Jason Hyde, 291 Hardenburg Street, advocated for pedestrian safety improvements.

Daren McCormick, 1035 North Holbrook Street, emphasized the need for safe crossings.

Jan Waller, 1051 N Mill Street reiterated pedestrian safety concerns.

Rebecca Bassett, 260 West Spring Street, raised parking issues.

Heather Doughty, 557 North Mill Street, stressed the importance of Old Village residents directing the process.

Deal closed the public hearing at 7:55 p.m.

#### Commission comments:

Sincock detailed CIA the board will include residents, merchants, and property owners. He emphasized that funds are restricted to district use, summarized collaborations with Wayne County on traffic and safety initiatives, and addressed resident concerns regarding lighting and parking.

Pobur, Kehoe and Moroz highlighted their commitment to the project, ensuring Old Village retains a strong voice.

Moroz noted that expanding district boundaries can increase funding focused on specific improvements.

Kehoe cited the success of the Downtown Development Authority (DDA) as a model.

Pobur acknowledged past trust issues but stressed ongoing transparency.

Several commissioners reiterated their citywide commitment, and Mayor Deal and Commissioner Minton appreciated the civic engagement of Old Village residents, emphasizing their commitment to represent local community visions.

b. PUBLIC HEARING – 2025-26 Fiscal Year Budget

Deal opened the public hearing at 8:05 p.m.

Sincock presented an overview of the proposed 2025-26 fiscal year budget, highlighting stable finances, a lower tax rate, and various challenges and priorities.

Citizen comment:

Denise Muench, 101 S Union St, inquired about funding for the Miracle League.

Deal closed the public hearing at 8:14 p.m.

Commission comments:

Deal and Sincock explained that as a 501(c)(3) organization, the Miracle League cannot receive direct financial support from the City, but there is a partnership for field space and registration assistance.

Maguire expressed optimism that the City would soon allocate funds to the Plymouth Community Council on Aging.

Motion to approve the 2025-26 fiscal year budget made by Pobur, supported by Moroz.

RESOLUTION 2025-42

WHEREAS The 2025-2026 City Budget was presented to the City Commission by the City Manager on April 7, 2025, and was reviewed by the City Commission with the Administration during a budget study session held on April 15, 2025; and

WHEREAS Various modifications have been made to the proposed budget based on a review of projected revenues and expenditures and the City's priorities for various programs and projects; and

WHEREAS A public hearing was held on June 2, 2025, as required by the City Charter and Act 43 P.A. 1963, as amended; and

WHEREAS The maximum operating tax levies for general purposed and refuse removal have been amended as required by Section 211.34 of the General Property Tax Law; and

WHEREAS The City Commission authorizes the levy of a property tax administration fee of 1% on all property taxes for the July 1 and December 1 tax levies as authorized under Section 211.44(3) of the General Property Tax Law;

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of Plymouth does hereby set the City's 2025 millage levy as follows:

General Fund Operating:	10.1964
2020/2024 GO & Refunding Bond Debt:	1.6800
Solid Waste & Recycling Operating:	1.8200

GRAND TOTAL LEVY 13.6964

BE IT FURTHER RESOLVED, that the 2025-26 City Budget is hereby adopted by the City Commission as presented at the June 2, 2025 Regular City Commission meeting as follows:



Revenues		Expenditures	
GENERAL FUND			
Property taxes	\$ 7,779,100	Administration	\$ 2,743,699
Licenses & Permits	2,800	Buildings & Grounds	291,630
State-shared Revenue	1,424,001	Police Department	5,188,663
Sales of Service	1,000,305	Fire Department	1,317,960
Cemetery Revenue	197,500	Public Works Dept	1,107,235
Parking Revenue	86,450	Recreation & Culture	466,765
Other Revenue	210,000	Capital Outlay	2,193,300
Transfers-In	2,730,106	Transfers-Out	723,010
REVENUE TOTAL	\$ 14,030,262	EXPENDITURE TOTAL	\$ 14,030,262

MAJOR STREET FUND			
Gas & Weight Tax	\$ 842,851		
Contrib. & Other	91,161		
REVENUE TOTAL	\$ 934,012	EXPENDITURE TOTAL	\$ 934,012

LOCAL STREET FUND			
Gas & Weight Tax	\$ 280,950		
Contrib. & Other	438,472		
REVENUE TOTAL	\$ 719,422	EXPENDITURE TOTAL	\$ 719,422

RECREATION FUND			
Contrib. From G/F	\$ 500,000		
Prog. Fees & Other	867,840		
REVENUE TOTAL	\$ 1,367,840	EXPENDITURE TOTAL	\$ 1,367,840

WASTE & RECYCLING FUND			
Property Taxes	\$ 1,253,130		
Sales of Service & Other	1,040,198		
REVENUE TOTAL	\$ 2,293,328	EXPENDITURE TOTAL	\$ 2,293,328



	Revenues	Expenditures
OTHER CITY FUNDS		
Budget Stabilization Fund	\$ 50	\$ 50
Cemetery Trust Fund	\$ 25,000	\$ 25,000
Parking Fund	\$ 10	\$ 10
Brownfield Site Remediation Fund	\$ 50	\$ 50
Brownfield Re-Development Authority Fund	\$ 715,210	\$ 715,210
DDA Operating Fund	\$ 1,285,975	\$ 1,285,975
Building Fund	\$ 776,985	\$ 776,985
Neighborhood Services Fund	\$ 91,050	\$ 91,050
Drug Law Enforcement Fund	\$ 2,152	\$ 2,152
OWI Forfeiture Fund	\$ 2,010	\$ 2,010
Omnibus Forfeiture Fund	\$ 1,810	\$ 1,810
2020 GO Debt Fund	\$ 732,250	\$ 732,250
2024 GO Debt Fund	\$ 619,600	\$ 619,600
Recreation Capital Improvement Fund	\$ 20,000	\$ 20,000
Public Improvement Fund	\$ 920,050	\$ 920,050
2024 GO Bond Construction Fund	\$ 1,655,000	\$ 1,655,000
DDA Capital Improvement Fund	\$ 300,050	\$ 300,050
Water / Sewer Capital Improvement Fund	\$ 1,090,050	\$ 1,090,050
Water / Sewer Operating & Maintenance Fund	\$ 5,655,134	\$ 5,655,134
Equipment Fund	\$ 1,189,896	\$ 1,189,896

BE IT STILL FURTHER RESOLVED, that pursuant to State Law, the City Manager is hereby authorized to transfer up to ten percent (10%) of each appropriation to any other appropriation within each Fund, but not from Reserve Accounts not between Funds.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

## 8. NEW BUSINESS

### a. Authorization to Hire DMS

Motion to authorize filling a vacant position in the Department of Municipal Services made by Filipczak, supported by Minton.

#### RESOLUTION 2025-43

WHEREAS The City of Plymouth has an Ordinance which requires that the City Manager seek prior and express approval before filling any full-time employee position within the City staff; and

WHEREAS The City Administration is currently seeking prior and express approval to fill one open position at the Department of Municipal Services at this time.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby grant prior and express approval for the hiring of one full time position at the Department of Municipal Services at this time.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

### b. Confirmation of Emergency Repairs to Vactor Truck

Motion to confirm emergency repairs to the Vactor truck in the amount of \$8,000 to \$9,000 made by Filipczak, supported by Kehoe.

#### RESOLUTION 2025-44

WHEREAS The City of Plymouth maintains a variety of equipment and from time to time the equipment is in need of emergency repairs; and

WHEREAS The Department of Municipal Services had to have emergency repairs made to the Vactor Truck hydraulic pump on the overhead boom; and

WHEREAS The failed pump had to be replaced; and

WHEREAS The City Administration authorized the emergency repairs and actions and notified the City Commission of the emergency situation and the actions that were taken.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby confirm the emergency repairs to the City's Vactor Truck in the amount of \$8,000 to \$9,000 and authorizes payment to Jack Doheny Company. Funding for this repair shall be designated from the Equipment Fund.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

### c. Waste & Recycling Rates 2025-26

Sincock explained the need for a \$1 per month increase in solid waste fees starting in July.

Motion to approve the increase in waste and recycling rates made by Kehoe, supported by Pobur.

#### RESOLUTION 2025-45

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

WHEREAS The Great Lakes Water Authority has imposed rate adjustments for wholesale water and sewer service charges to the City of Plymouth effective July 1, 2025; and

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

WHEREAS Total estimated costs for operations and capital needs for fiscal year 2025-26 have remained increased from those for fiscal year 2024-25.

NOW, THEREFORE, BE IT RESOLVED THAT; the City Commission of the City of Plymouth does hereby adopt Water and Sewer Rate Card #28 (attached to this resolution) to be effective for all services beginning on July 1, 2025, establishing a water rate \$7.97 per 1,000 gallons consumed and a sewer rate of \$8.85 per 1,000 of water consumed for fiscal year 2025-26.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby directed to publish Water and Sewer Rate Card #28 to inform the residents of the newly established rate structure.

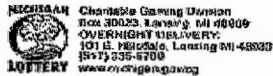
There was a voice vote.

MOTION PASSED UNANIMOUSLY

d. Non-Profit Recognition – Plymouth OVA

Motion to recognize Plymouth OVA as a local nonprofit organization made by Filipczak, supported by Maguire.

RESOLUTION 2025-46



**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES**  
(Required by MCL 432.103a(1)(i))

At a REGULAR meeting of the PLYMOUTH CITY COMMISSION  
REGULAR OR SPECIAL TOWNSHIP CITY OR VILLAGE COUNCIL/BOARD  
called to order by MAYOR SUZI DEAL on JUNE 2, 2025  
at 7:00 a.m./p.m. the following resolution was offered:  
Moved by \_\_\_\_\_ and supported by \_\_\_\_\_  
that the request from PLYMOUTH OVA of PLYMOUTH  
NAME OF ORGANIZATION CITY  
county of WAYNE asking that they be recognized as a  
COUNTY NAME  
nonprofit organization operating in the community for the purpose of obtaining charitable  
gaming licenses, be considered for APPROVAL  
APPROVAL/DISAPPROVAL

APPROVAL		DISAPPROVAL	
Yeas:	<u>7</u>	Yeas:	_____
Nays:	<u>0</u>	Nays:	_____
Absent:	<u>0</u>	Absent:	_____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and  
adopted by the PLYMOUTH CITY COMMISSION at a REGULAR  
TOWNSHIP CITY OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL  
meeting held on JUNE 2, 2025  
DATE  
SIGNED: Maureen Brodie  
TOWNSHIP CITY OR VILLAGE CLERK  
**MAUREEN BRODIE, CITY CLERK**  
PRINTED NAME AND TITLE  
201 S. MAIN ST., PLYMOUTH, MI 48170  
ADDRESS

COMPLETION Required  
PENALTY: Possibility of prosecution  
SSL-CG-1132(1/4/24)

There was a voice vote.

MOTION PASSED UNANIMOUSLY

e. City Commission Summer Meetings in the Park

Motion to approve the summer meetings in the park schedule made by Maguire, supported by Pobur.

RESOLUTION 2025- 47

WHEREAS The City Commission has indicated a desire to move the summer City Commission meetings from City Hall to the neighborhood parks; and

WHEREAS This moving of the summer meetings has been called the "Summer Concert Tour" of the City Commission; and

WHEREAS The Commission found this program to be successful during the summers each year since 2001.

NOW THEREFORE BE IT RESOLVED THAT The City Commission of the City of Plymouth does hereby schedule the following meetings at 7:00 p.m. at various neighborhood parks the City Commission "Summer Concert Tour."

Monday, June 16, 2025	Markham Park – Caster & Holbrook
Monday, July 7, 2025	Lions Park – Burroughs & Harding
Monday, July 21, 2025	Wilcox Park – Byron & Dewey
Monday, August 4, 2025	Garden Club Park – Forest & Sutherland
Monday, August 18, 2025	Kiwanis Park – Auburn & Junction

The significant rain location for these meetings will be Plymouth City Hall, 201 S. Main, Plymouth. BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth hereby directs the City Clerk to post a notice of the changed meeting locations as appropriate and as quickly as possible.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

f. Grant Application Resolution of Support

Sincock explained a grant application for additional road funding for infrastructure improvements on Penniman and Ann Arbor Trail.

Motion to approve the resolution of support for the grant application made by Filipczak, supported by Moroz.

RESOLUTION 2025-48

A RESOLUTION AUTHORIZING THE SUBMISSION OF A TRANSPORTATION ECONOMIC DEVELOPMENT FUND (TEDF) CATEGORY B GRANT APPLICATION TO THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) FOR THE ANN ARBOR TRAIL AND PENNIMAN AVENUE PREVENTATIVE MAINTENANCE PROJECT

WHEREAS MDOT administers the TEDF Category B program to provide financial assistance to cities and villages for road improvements that address critical needs in villages and small cities with populations of 10,000 or less; and

WHEREAS The TEDF program awards grants for 50% of eligible costs up to \$250,000; and

WHEREAS The City of Plymouth recognizes the need for roadway improvements to Ann Arbor Trail and Penniman Avenue to enhance public safety, improve infrastructure conditions, support community connectivity and economic activity and maintain streets in a state of good repair; and



WHEREAS The City intends to submit a TEDF Category B grant application to MDOT for the Ann Arbor Trail and Penniman Avenue project, with total estimated project costs of \$818,028, of which \$711,348 are participating under the TEDF program; and

WHEREAS The City of Plymouth is requesting \$250,000 in TEDF Category B grant funding and will contribute the remaining \$568,028 participating and \$106,680 non-participating in local matching funds toward the completion of the project; and

WHEREAS The City affirms its commitment to provide the required matching funds and to comply with all applicable federal, state, and local requirements if the grant is awarded;

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of Plymouth hereby authorizes the submission of a TEDF Category B grant application to the MDOT for the Ann Arbor Trail and Penniman Avenue project; and

BE IT FURTHER RESOLVED, that the City Manager, or their designee, is authorized to execute all documents necessary for the submission of the grant application and to act as the City's representative in all related matters.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

g. Designated Depositories Fiscal Year 2025-26

Sincock explained that the City Charter mandates an annual designation of depositories for City funds to ensure their secure storage. The Administration has proposed multiple institutions for this purpose in the upcoming fiscal year.

Motion to approve the designated depositories for fiscal year 2025-26 made by Pobur, supported by Moroz.

RESOLUTION 2025-49

WHEREAS Section 8.9 of the City Charter of the City of Plymouth provides for the designation of depositories; and

WHEREAS The City Administration has reviewed and compiled a list of depository institutions and brokerage firms which are compliant with the City of Plymouth Investment Policy and Public Act 20, and which firms the City of Plymouth may wish to conduct business, as regards the deposit and investment of City of Plymouth funds.

NOW THEREFORE BE IT RESOLVED THAT upon the recommendation of the City Administration, the City Commission of the City of Plymouth does hereby authorize the following financial institutions as City of Plymouth depository institutions for the purpose of depositing or otherwise investing City of Plymouth funds pursuant to the City of Plymouth Investment Policy and Public Act 20: J.P Morgan Chase Bank, Bank of America, Bank of Ann Arbor, CIBC Bank, Citizens Bank, Comerica Bank, Community Financial, Fifth Third Bank, First Merchant Bank, Flagstar Bank, Huntington Bank, Lake Trust Credit Union, and PNC Bank, as well as authorized investment pools supported by GovMIC, Michigan Class, Michigan Insured Cash Holdings, during fiscal year 2025-26.

BE IT FURTHER RESOLVED THAT upon recommendation of the City Administration, the City Commission of the City of Plymouth does hereby authorize utilization of the following brokerage firms: MFCL, LLC, Edward Jones Investments, Raymond James & Associates, Inc., UBS Financial Services, Inc., PFM Asset Management, LLC and Robinson Capital for the purpose of brokering Certificates of Deposit and/or purchasing certain other investment eligible under the City of Plymouth Investment Policy and Public Act 20.

BE IT FURTHER RESOLVED THAT when considering any type or form of investment the City Administration shall provide all necessary due diligence which, shall include, but not be limited to an appropriate comparative cost/yield analysis in the decision-making process.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

h. Delinquent Charges on the Tax Roll Summer 2025

Sincock presented a list of delinquent charges like unpaid water bills, false alarm fines, and sidewalk repairs for the tax roll. A 25% fee is added to unpaid water bills. The commission was advised to approve the resolution to recoup these costs.

Motion to approve placing delinquent charges on the tax roll for summer 2025 made by Pobur, supported by Moroz.

RESOLUTION 2025-50

WHEREAS The City Administration has reported delinquent water charges in the amount of \$62,404.85 and other miscellaneous charges in the amount of \$10,603.18; and

WHEREAS These delinquent charges totaling \$73,008.03 have remained unpaid and are transferable by City Charter and applicable Ordinances to the summer taxes

NOW, THEREFORE BE IT RESOLVED that the delinquent charges described above be assessed against the property benefitted and placed on the 2025 summer tax roll.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

i. 2025 Infrastructure Program – Bid Award Construction Phase

Sincock presented details of the 2025 infrastructure program, including reconstruction of Holbrook Street and other improvements.

Motion to approve the bid award for the 2025 Infrastructure program construction phase made by Minton, supported by Moroz.

RESOLUTION 2025-51

WHEREAS The City of Plymouth operates a roadway system and water & sewer systems to help to maintain public health, safety, welfare and leisure activities of the community; and

WHEREAS The City of Plymouth has adopted a Strategic Plan which calls for sustainable infrastructure improvement; and

WHEREAS The voters approved a road bond for the improvement of our streets and the City Commission has authorized additional funding from other funds to complete capital improvement projects; and

WHEREAS The City Commission has already approved the design phase of an Infrastructure Improvement program for all of the 2025 Infrastructure Projects and the City Administration, along with the City Engineer did put these projects out to bid and the low bidder is Pro-Line Asphalt.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize a unit based contract for the 2025 infrastructure programs, to be inclusive of the streets identified by the City Engineer, as well as improvements to the city water/sewer system, storm sewer improvements, the installation of Rectangular Rapid Flashing Beacon (RRFB) lights, and required ADA improvements. The projects for the 2025 Infrastructure Program are identified as follows:

- o Reconstruction of Holbrook Street from railroad tracks south to Plymouth Road

- Water main replacements and upgrades on Holbrook Street
- Sanitary sewer replacements and upgrades on Holbrook Street
- Storm sewer improvements on Holbrook Street
- ADA Improvements at intersections on Holbrook Street to include elimination of steep sidewalk
- Installation of RRFB and ADA improvements at Ann Arbor Trail & Hamilton
- \$200,000 for spot resurfacing around the city
- Construction Contingency of \$150,000

BE IT FURTHER RESOLVED THAT the entire scope of the projects in the 2025 Infrastructure Programs, including construction, construction administration, inspection, construction staking, materials testing and as built drawings, and construction contingency for the 2025 Infrastructure Improvement Program, as outlined in the City Engineer's letter of May 29, 2025. The total authorization shall be in the amount of \$3,623,516. This amount includes a contract with Pro-Line Asphalt in the amount of \$3,198,816 and engineering services with Wade Trim in the amount of \$274,700. In addition, the City Commission authorizes a construction contingency of \$150,000.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

j. Proposed Water & Sewer Rates 2025-26

Sincock explained the need for water and sewer rate increases to cover rising costs and infrastructure improvements, including lead service line replacements.

Motion to approve the proposed water and sewer rates for 2025-26 made by Pobur, supported by Moroz.

RESOLUTION 2025-52

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

WHEREAS The Great Lakes Water Authority has imposed rate adjustments for wholesale water and sewer service charges to the City of Plymouth effective July 1, 2025, and

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

WHEREAS Total estimated costs for operations and capital needs for fiscal year 2025-26 have remained increased from those for fiscal year 2024-25.

NOW, THEREFORE, BE IT RESOLVED THAT; the City Commission of the City of Plymouth does hereby adopt Water and Sewer Rate Card #28 (attached to this resolution) to be effective for all services beginning on July 1, 2025, establishing a water rate \$7.97 per 1,000 gallons consumed and a sewer rate of \$8.85 per 1,000 of water consumed for fiscal year 2025-26.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby directed to publish Water and Sewer Rate Card #28 to inform the residents of the newly established rate structure.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

## 9. REPORTS AND CORRESPONDENCE

### a. Liaison Reports:

Maguire: The upcoming Historic District Commission (HDC) meeting is scheduled for Wednesday evening at 7 PM at City Hall.

Moroz: Reported attending the recent Old Village Association (OVA) meeting that discussed several upcoming events such as bumpers, bikes, and bands, and a pride event. Mentioned the Zoning Board of Appeals (ZBA) has a forthcoming meeting with three items on the agenda:

324 Auburn: A non-use variance request for side yard setback associated with second-story construction.

443 North Harvey: A non-use variance request to split a lot into two lots, each less than the 60-foot minimum width

529 Kellogg: A non-use variance request to construct an addition encroaching on the side yard setback.

Pobur: Spoke about the recent Brownfield Redevelopment Authority Board Meeting, which highlighted the positive results and success story of the Mill Street Towns project. The project serves as a model for a public-private partnership and is considered a milestone in Plymouth's local development. She also provided an update about an upcoming CWW (Conference of Western Wayne) transit meeting, indicating a focus on collaborative regional efforts.

Kehoe: The Downtown Development Authority (DDA) meeting is scheduled for Monday June 9 at 7 PM.

Minton: The Planning Commission has an upcoming meeting on Wednesday, June 11th at 7 PM.

Deal: Reminded everyone that the next City Commission meeting will be held on the June 16 in Old Village at Markham Park, and mentioned that the new Plymouth Pulse newsletter is out with special attention to police officer recognitions on page 3.

### b. Appointments

There were no appointments.

## 10. ADJOURNMENT

The next regular City Commission meeting is 7:00 pm on Monday, June 16 at Markham Park.

Motion made by Kehoe, supported by Moroz to adjourn the meeting at 8:42 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

---

SUZI DEAL  
MAYOR

---

MAUREEN A. BRODIE, CMC, MiPMC  
CITY CLERK





## Special Event Application

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

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

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

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

Sponsoring Organization's Legal Name Rachel Kraft  
 Ph# 248-884-0088 Fax# \_\_\_\_\_ Email RKRAFT@gmail.com Website \_\_\_\_\_  
 Address 758 N. Holbrook City Plymouth State MI Zip 48170  
 Sponsoring Organization's Agent's Name \_\_\_\_\_ Title \_\_\_\_\_  
 Ph# \_\_\_\_\_ Fax# \_\_\_\_\_ Email \_\_\_\_\_ Cell# \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Event Name Noan's Birthday Party  
 Event Purpose 5th birthday  
 Event Date(s) 7/13/2025  
 Event Times 10 AM - 1 PM  
 Event Location Kilnaris Park  
 What Kind Of Activities? Bounce House, Food/Drink  
 What Is the Highest Number of People You Expect in Attendance at Any One Time? 50 people  
 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.)

Bounce House Rental, Table for food +  
cancelled  
7th drinks

RECEIVED

JUN 04 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): \_\_\_\_\_

Next year's specific dates: \_\_\_\_\_

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

3. **FOOD VENDORS/ CONCESSIONS?** YES ☒ NO ☐ **OTHER VENDORS?** YES ☐ NO ☒  
4. **DO YOU PLAN TO HAVE ALCOHOL SERVED AT THIS EVENT?** YES ☐ NO ☒  
5. **WILL ALCOHOL BE SERVED ON PRIVATE PROPERTY AS PART OF THIS EVENT?** YES ☐ NO ☒  
6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** YES ☐ NO ☒

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

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.

6/2/25  
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 Ramsey Kraft (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 Noah's Birthday Party (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 Ramsey Kraft

Date 6/2/25

Witness \_\_\_\_\_

Date \_\_\_\_\_



**Event Name / Location / Date:**

Noah's 5th Birthday Party, Sunday July 13 at Kiwanis Park

<b>MUNICIPAL SERVICES:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial CP</b>
NO SERVICES NEEDED			
\$250 Bathroom Cleaning Fee Per Day of Event? <b>YES</b> <b>NO</b>			
Labor Costs: \$0      Equipment Costs: \$0      Materials Cost: \$0			
<b>POLICE:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial AC</b>
No SERVICED NEEDED			
Labor Costs: \$0			
<b>FIRE:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial MS</b>
NO SERVICES NEEDED			
Labor Costs: \$0			
<b>HVA:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial PS</b>
NO SERVICES NEEDED			
Labor Costs: \$0			
<b>DDA:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial SP</b>
NO SERVICES NEEDED			
Equipment Costs: \$0      Materials Costs: \$0			
<b>RISK MANAGEMENT:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial MB</b>
Class I – Low Hazard      Applicant agreed to not have a specialty services vendor (i.e. bounce house,			
<b>Class II – Moderate Hazard</b> bubble truck, game course) during event.			
Class III – High Hazard			
Class IV – Severe Hazard			

SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. EVENT SITE FEE   \$0  APPROVED        NOT APPROVED        DATE 6/16/25



# Special Event Application

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

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

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

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

Sponsoring Organization's Legal Name N/A - Personal party

Ph# \_\_\_\_\_ Fax# \_\_\_\_\_ Email \_\_\_\_\_ Website \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Sponsoring Organization's Agent's Name Dustin Wischmeyer Title Father

Ph# 7346370173 Fax# \_\_\_\_\_ Email dwischmeyer14@yahoo.com Cell# 7346370173

Address 24795 Purlin Ct City South Lyon State MI Zip 48178

Event Name Dominic's 5th birthday party

Event Purpose Birthday party

Event Date(s) Sunday, July 27

Event Times 10am-1pm

Event Location Rotary Club Park in Plymouth

What Kind Of Activities? snacks and drinks for the kids and playing on the playground

What is the Highest Number of People You Expect In Attendance at Any One Time? 20

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.)

We are inviting his pre-K class, which has 20 kids in it, but usually only about 10 show up to his classmates parties. Just playing on the playground. Food/snacks is TBD but its just food, drinks for the kids, waters and playing at the playground.

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

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

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

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

Next year's specific dates: \_\_\_\_\_

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

3. **FOOD VENDORS/ CONCESSIONS?** YES ☐ NO ☒ **OTHER VENDORS?** YES ☐ NO ☒  
4. **DO YOU PLAN TO HAVE ALCOHOL SERVED AT THIS EVENT?** YES ☐ NO ☒  
5. **WILL ALCOHOL BE SERVED ON PRIVATE PROPERTY AS PART OF THIS EVENT?** YES ☐ NO ☒  
6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** YES ☐ NO ☒

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

Nothing needed

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.

06/10/2025

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 DUSTIN WISCHMEIER <sup>PERSON</sup> (~~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 BROWDER PARTY (~~event name~~) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature \_\_\_\_\_

Date \_\_\_\_\_

6-10-2023

Witness \_\_\_\_\_

Date \_\_\_\_\_

**Event Name / Location / Date:**

Dominic's 5th Birthday Party, Sunday July 27 at Rotary Club Park

<b>MUNICIPAL SERVICES:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial CP</b>
NO SERVICES NEEDED			
\$250 Bathroom Cleaning Fee Per Day of Event? <b>YES</b> <b>NO</b>			
Labor Costs: \$0                      Equipment Costs: \$0                      Materials Cost: \$0			
<b>POLICE:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial AC</b>
No SERVICED NEEDED			
Labor Costs: \$0			
<b>FIRE:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial MS</b>
NO SERVICES NEEDED			
Labor Costs: \$0			
<b>HVA:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial PS</b>
NO SERVICES NEEDED			
Labor Costs: \$0			
<b>DDA:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial SP</b>
NO SERVICES NEEDED			
Equipment Costs: \$0                      Materials Costs: \$0			
<b>RISK MANAGEMENT:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial MB</b>
Class I – Low Hazard			
<b>Class II – Moderate Hazard</b>			
Class III – High Hazard			
Class IV – Severe Hazard			

SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. EVENT SITE FEE   \$0  APPROVED            NOT APPROVED            DATE 6/16/25



# Special Event Application

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

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

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

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

<b>Sponsoring Organ</b>		Plymouth Downtown Development Authority			
Ph#	7344551453	Fax#		Email	dda@plymouthmi.gov
Address		831 Penniman		City	Plymouth
		State	MI	Zip	48170
<b>Sponsoring Organization's Agent's Name</b>		Sam Plymale		<b>Title</b>	Director
Ph#	7344551453	Fax#		Email	splymale@plymouthmi.
Address		831 Penniman		City	Plymouth
		State	MI	Zip	48170

<b>Event Name</b>	Downtown Day
<b>Event Purpose</b>	Provide on-street entertainment (music, arts, etc.) and allow sidewalk sales from DDA merchants to activate
<b>Event Date(s)</b>	Saturday, September 27 2025
<b>Event Times</b>	12 - 8 PM
<b>Event Location</b>	DDA district (entertainment in Kellogg Park, near: Sun & Snow, Westborn Market, Boule Bakery, Harris
<b>What Kind Of Activities?</b>	Street entertainment, sidewalk sales from DDA merchants
<b>What is the Highest Number of People You Expect in Attendance at Any One Time?</b>	N/A
<b>Coordinating With Another Event?</b>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If Yes, Event Name: _____

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

An event to provide on-street entertainment and sidewalk sales from DDA merchants to activate pedestrian walkways in the DDA district, Kellogg Park, and celebrate everything Downtown Plymouth has to offer.

RECEIVED

JUN 10 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):

Fourth Saturday in September

Next year's specific dates:

September 26, 2026

\*\*\*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)

N/A

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 ☒ *sandwich boards on Main St.*  
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:



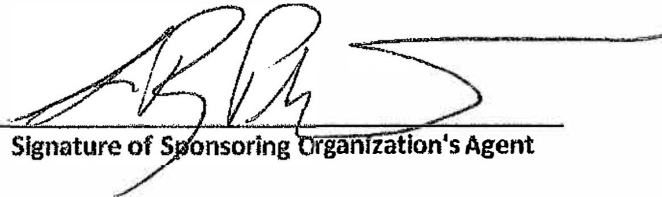
10.

- 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.

06/06/2025

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 Plymouth Downtown \_\_\_\_\_ (*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 Downtown Day \_\_\_\_\_ (*event name*) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Witness \_\_\_\_\_

Date \_\_\_\_\_

**Event Name / Location / Date:**

Downtown Day, September 27 in DDA District

<b>MUNICIPAL SERVICES:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial CP</b>
NO SERVICES NEEDED			
\$250 Bathroom Cleaning Fee Per Day of Event? <b>YES</b> <b>NO</b>			
Labor Costs: \$0                      Equipment Costs: \$0                      Materials Cost: \$0			
<b>POLICE:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial AC</b>
No SERVICED NEEDED			
Labor Costs: \$0			
<b>FIRE:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial MS</b>
NO SERVICES NEEDED			
Labor Costs: \$0			
<b>HVA:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial PS</b>
NO SERVICES NEEDED			
Labor Costs: \$0			
<b>DDA:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial SP</b>
NO SERVICES NEEDED			
Equipment Costs: \$0                      Materials Costs: \$0			
<b>RISK MANAGEMENT:</b>	<b>Approved</b>	<b>Denied</b>	<b>Initial MB</b>
<b>Class I – Low Hazard</b>			
Class II – Moderate Hazard			
Class III – High Hazard			
Class IV – Severe Hazard			

SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. EVENT SITE FEE   \$0  APPROVED        NOT APPROVED        DATE 6/16/25



## Administrative Recommendation

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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: Paul J. Sincock, City Manager  
CC: S:\Manager\Sincock Files\Memorandum - Authorization to Hire Part Time Staff - Charlie Carlson - 06-16-25.docx  
Date: May 14, 2025  
RE: Authorization for Part Time Hiring

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### Background

The City has a policy which prohibits the hiring of relatives of any current City employee unless the City Manager recommends the hiring to the City Commission, and they approve it. The policy states: *"The hiring of a person who is a relative of any current employee must be specifically authorized by the City Commission upon recommendation of the City Manager."* We have a situation related to part-time staffing.

We hire several high school and college-aged students to fill several openings that we have at the Department of Municipal Services. We have interviewed Carlie Carlson for one of our part-time positions. Since Charlie's brother Nick is a current employee of the City at the Department of Municipal Services, that means we need City Commission approval.

This situation has come up in the past with part-time staff. Many years ago, Chris Porman worked as a part time summer help for Municipal Services while attending college and the City Commission authorized the hiring of his brother Matt for a similar position when he got out of high school. This is the same exact situation. Both are part-time positions, and they have no supervisory control over each other.

### Recommendation

The City Administration recommends that the City Commission authorize the hiring of Charlie Carlson for a part time Municipal Services summer help worker.

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

## **RESOLUTION**

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

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

WHEREAS The Department of Municipal Services has recommended the hiring of  
Charlie Carlson for a part time position and his brother Nick Carlson  
is currently employed by the City as an employee in a similar position.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does  
hereby specifically authorize the hiring of Charlie Carlson for a part-time position with the  
Department of Municipal Services.



## Administrative Recommendation

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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: Paul J. Sincock, City Manager  
CC: S:\Manager\Sincock Files\Memorandum - Cemetery Rate & Rules Review FY 2025 - 26 - 06-16-25.docx  
Date: June 11, 2025  
RE: Cemetery Rates & Rules Review FY 2025 - 26

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### Background

Each year the Cemetery Board holds a meeting to review a number of rules and regulations as well as pricing information for services at Riverside Cemetery.

This year the Cemetery Board of Trustees has held their annual meeting. The Board reviewed the material from City Administration related to pricing of cemetery services, as well as the rules and regulations. Based on the review, the Board has recommended to the City Commission that the attached rates and rules should be adopted, effective July 1, 2025, and they requested that the City Commission confirm this recommendation.

We have attached additional background material for your reference.

### Recommendation

The City Administration recommends that the City Commission accept the recommendation from the City Cemetery Board of Trustees related to rates for services and to make adjustments in the cemetery rules. We have prepared 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.

## **ADMINISTRATIVE RECOMMENDATION**

To: City Commission  
From: Municipal Services Administration  
Date: June 2, 2025  
Re: Riverside Cemetery Rates and Rules

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### **BACKGROUND:**

The City of Plymouth Department of Municipal Services performs an annual review of all fees related to the operation of Riverside Cemetery. The Administration received rates from several publicly owned and operated cemeteries within the State of Michigan to compare to Riverside Cemetery. This year, staff also reviewed rates from private and non-profit cemeteries in our geographic proximity. This information assures us that the current rates are in-line with other cemeteries and make any necessary adjustments.

As you are aware, prices increased in 2021 for the niche and crypt pricing, niche and crypt vases, and winter surcharge fees. In 2022, increases were approved for graves, opening and closings, and foundations. In 2024, nameplate pricing was clarified. For the 2025 to 2026 fiscal year changes are proposed to increase pricing for graves, mausoleum, and opening and closing fees. These changes are proposed to cover increasing labor and administrative rates, as well as increased vendor pricing. The rates were recommended for adoption by the Cemetery Board of Trustees at their May 19, 2025 meeting. A copy of the proposed rates is attached.

Additionally, the City of Plymouth Department of Municipal Services performed an annual review of the Riverside Cemetery Rules. The changes proposed include restricting the amount of time and number of graves, niches, or crypts that can be placed on hold and prohibiting dogs from running at large in the cemetery. A tracked changes copy of the rules is attached.

### **RECOMMENDATION:**

The DMS Administration recommends that the City Commission approve the proposed Riverside Cemetery 2025 rates.

The DMS Administration recommends that the City Commission approve the proposed Riverside Cemetery Rules.

Should you have any questions, please contact Adam Gerlach or Greta Bolhuis directly.

## RESOLUTION

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

- WHEREAS The City of Plymouth owns and operates a public cemetery named Riverside Cemetery; and
- WHEREAS The Department of Municipal Services administration performed an annual review of the rate structure and the rules; and
- WHEREAS The annual review confirms that the rates for Riverside Cemetery are in-line with other publicly owned and operated cemeteries; and
- WHEREAS The annual review confirms that the rates for Riverside Cemetery cover the cost of operation; and
- WHEREAS The proposed rule changes ensure the Riverside Rules match the Cemetery Ordinance; and
- WHEREAS The Cemetery Board reviewed and recommended approval of the proposed rate structure and rules.

NOW THEREFORE BE IT RESOLVED THAT the City Commission approves the adoption of the proposed City of Plymouth Riverside Cemetery Rate Structure 2025.

NOW THEREFORE BE IT FURTHER RESOLVED THAT the City Commission approves the adoption of the Riverside Cemetery Rules.





# CITY OF PLYMOUTH

## RIVERSIDE CEMETERY RULES

Adopted May 19, 2025 by Cemetery Board of Trustees

Approved June 16, 2025 by Plymouth City Commission

Effective July 1, 2025

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

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

In addition to cemetery operations by the City of Plymouth Department of Municipal Services, Riverside Cemetery also has a Board of Trustees who are residents of the City. The purpose of the Board of Trustees is to review and make recommendations to the City Commission for the proper control, maintenance, and improvement of the Cemetery.

### SALE OF LOTS AND INTERMENT ARRANGEMENTS

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

### DEFINITIONS

1. Block: A division of land as shown on the cemetery plot, which is determined by existing roadways and structures.
2. Lot: Numbered divisions as shown on the cemetery plot that consist of two or more graves.
3. Grave: A space of sufficient size to accommodate one adult interment.
4. Interment: The permanent disposition of the remains of a deceased person by burial.
5. Entombment: The permanent disposition of the remains of the deceased person in a tomb (mausoleum)
6. Memorial Marker: Shall include head or footstones for family or individual use that are flush with the ground.
7. Monument: Shall include a tombstone or memorial marker of a recognized durable granite/marble or standard bronze, which shall extend above the surface of the ground.
8. Lot Marker: Refers to any means used by the cemetery to locate corners of the lot or grave.
9. Mausoleum: Shall be a structure used for the individual entombment of multiple human remains.
10. Adult Burial: Shall be any burial that involves a burial box greater than four feet in length.
11. Child Burial: Shall be any burial box over 3 feet but less than 4 feet in length.
12. Infant Burial: Shall be any burial of child under 1 year of age, and burial box is less than 3 feet in length.
13. Cremains burial: Shall be the burial of the ashes of a cremated body.
14. Oversize Burial: Any burial over 90 inches in length or over 34 inches in width.
15. Perpetual Care: Shall consist of mowing, seeding, trimming trees and shrubbery, removing dead flowers, and general upkeep of the lot.
16. Superintendent: Shall be the City Manager or his representative.
17. Sexton: Shall be the Director of the Municipal Services Department or his representative.
18. Mourning Period: Shall be the 60 days following the interment.
19. Cremains: Shall be the ashes of a cremated body.

### INTERMENTS OR DISINTERMENTS

1. The depth of a grave for an adult burial shall be at least five feet deep. The depth of a grave for a child shall be at least four feet deep. Infant burials shall be at a depth of 3 feet and cremation burials at 2 feet.

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

#### MEMORIAL MARKERS, MONUMENTS AND MAUSOLEUMS

1. No mausoleum including underground mausoleums shall be erected without the specific approval of the Cemetery Board.
2. No monument or memorial marker shall be installed without the specific approval of the Cemetery Board, unless the proposed monument meets the following requirements:
  - a. The maximum number of monuments or memorial markers on any grave is up to one (1) upright and up to four (4) flat markers.
  - b. No matter the type of monument and/or memorial marker(s), the total area covered shall not exceed 15 square feet.
  - c. The memorial marker or monument shall be located at the head or foot of the lot, and parallel to the head or foot lot line.
  - d. The height of the monument for a single grave cannot exceed forty-eight (48) inches, the depth of the monument cannot exceed eighteen (18) inches, and the length of the monument cannot exceed thirty-six (36) inches. The height of a monument for a two-grave plot cannot exceed 48 inches, the depth cannot exceed 18 inches, and the length cannot exceed 58 inches. Custom monuments larger than outlined above require express written permission of the cemetery superintendent.
  - e. Specific rules governing markers for Blocks K, L, M and O supersede these requirements
  - f. Flat markers must be installed flush with the ground. Flat markers shall be no larger than 60 inches by 36 inches, this includes veteran's markers.
3. Monuments and memorial markers shall not be allowed to be installed on lots that have not been paid in full.
4. All foundation work for monuments and memorial markers will be placed by the employees of Riverside Cemetery at the established rates.
5. The material used in the construction of mausoleums, vaults monuments, memorial markers and permanent corner posts must be of a recognized durable granite/marble or standard bronze. Each monument or memorial marker shall consist of one part or piece only, provided that this rule will not apply to lots on which it is desired to put in monuments or memorial markers to match others already existing on the lot.
6. No vertical joints will be allowed in monument work.

#### LOT MAINTENANCE REGULATIONS

1. During the 60-day Mourning Period flowers, plants, planters, candles, and similar objects shall be restricted to a thirty-six (36) inch border around the base of the monument or memorial marker. Such items shall not exceed three (3) feet in height.
2. Flowers, plants, and planters shall be restricted to an eight (8) inch border along one long side of the base of the monument or marker and the two short sides. Such items shall not exceed two (2) feet in height above the ground. At no time shall any items be allowed to extend onto another lot or into a path. All items exceeding these height and border standards shall be removed by the City.

3. Fresh or silk flowers shall be allowed on any grave year round and will be monitored by the City for unsightliness, seasonal flowers included. Plastic flowers are prohibited. Items in violation of this regulation will be removed by the City. The City shall not be responsible for the upkeep and cannot be responsible for any damage.
4. All plastic, cement, fiberglass, metal, glass, ceramic and wood decorations, or objects, except recognized American Veteran Flags, are prohibited. Wrought iron or metal shepherd hooks are prohibited. All items in violation of the regulation will be removed by the City.
5. The use of landscape stones, decorative stones, artificial stones, or landscape blocks for decorative purposes shall be prohibited. Such stones shall be removed by the City.
6. Grave blankets and wreaths will be allowed from November 15th until April 1st of each year. The City shall dispose of blankets and wreaths that remain after April 1st.
7. Flowers, urns, benches, and flags will be removed from graves if such items become unsightly. The City assumes no responsibility for their return to lot owners. Such items will also be removed if they have been placed in violation of these rules.
8. Any seat, urn or similar object placed on a lot by permission of the superintendent shall be kept in good condition.
  - a. Urns for flower planting must be made of cement or metal only. Urns shall not exceed 26 inches in height and will be limited to one urn per gravesite. When an urn is uncared for or becomes unsightly, it will be removed by the City. The City shall not be responsible for the upkeep of the urns and cannot be responsible for any damage. The City recommends covering urns during the winter months, to help protect from the elements.
  - b. Benches: If a family requests the installation of a bench on a lot, the request must first be made to the cemetery superintendent. The superintendent will determine if it is feasible to place a bench in the requested location without interference with other lots. Then the request will be sent to the Cemetery Board for approval. All benches will be of a standard size and shape and will be constructed of granite or marble and will require a foundation to be placed by the cemetery staff.
9. At any time when a monument, private vault or mausoleum becomes unsafe in the opinion of the superintendent, a notice of such condition will be mailed to the last known or recorded address of the owner requesting remedy within 60 days. By order of the Board of Trustees, the superintendent and employees shall enter such lot to removed or repaired the structure(s) at the expense of the owner(s) or made a lien on such a lot.
10. When a lot is uncared for and becomes unsightly or a nuisance or detrimental to other lots, notice shall be mailed to the last known or recorded address of the owner requesting remedy within 60 days. By order of the Board of Trustees, the superintendent and employees shall enter such lot and clean up and make same presentable and the cost shall be collected from the owner or made a lien on such a lot.
11. If any tree, shrub, or vine situated on any lot by means of its roots, branches or in any other way becomes a detriment to adjacent lots, paths, or avenues, or inconvenient to visitors, the superintendent shall have the right to remove the same. The superintendent shall have the right to remove all noxious weeds and prohibited trees.

#### CEMETERY CARE

1. Cemetery care shall include only seeding, top dressing, cutting and trimming grass, shrubs, trees and the general upkeep of the cemetery. Cemetery care shall not include the maintenance of a memorial marker. The City shall not be responsible for the upkeep and cannot be responsible for any damage.
2. Contractors and workers engaged within the cemetery on any class of work whatsoever will be held responsible for the damage done by them to any cemetery properties.
3. Material for any class of work will not be permitted on the grounds unless accompanied by workmen to erect same, except by special arrangement with the cemetery superintendent.
4. Roadways must be satisfactorily protected against damage from heavily loaded vehicles.
5. The rolling or moving of stones across any section of lots must be done under the supervision and orders of the superintendent. In all cases, planks must be provided by persons furnishing stones or monuments to properly protect the lawns.

6. All unsightly material or debris accumulating from any class of work must be removed at once and upon the completion of the work all equipment, tools, etc., must be removed immediately, and the ground left in as good a condition as found by the contractor.
7. No stonework shall be brought into the cemetery on Friday after 5:00 p.m. and no work shall be commenced on any day that cannot be finished on that day and the dirt and debris entirely removed before dark.
8. No person shall remove any object from any place in the cemetery or make any excavation without the consent of the superintendent of the cemetery.
9. No equipment other than the equipment of Riverside Cemetery shall be used at interments except by permission of the superintendent.
10. Watering: The water station is located at the southern tip of Block G between Blocks G and J. No personal hoses are to be attached to the water station. Please be courteous to all patrons using the water station. If any authorized body institutes outdoor watering restrictions, then the cemetery must abide by them.

#### OTHER REGULATIONS

1. No firearms will be allowed in the cemetery, except in the cases of military funerals or ceremonies by official veteran's organizations on federal holidays, without written permission of the superintendent of the cemetery.
2. No person shall obstruct any drive, walk, or alley except as may be temporarily necessary for graveside visitation or funeral parking.
3. No person shall in any way injure, deface, or destroy any grave, vault, tombstone, monument, mausoleum, enclosure, building, fence, basin, fountain, bridge, seat, flower, tree, shrub, vine, lot, or any other thing in Riverside Cemetery.
4. Block L of Riverside Cemetery shall be known as the extended family section of the cemetery, with family plots of six (6) or ten (10) graves to be sold in a group.
5. Block K and O of Riverside Cemetery shall be known as the Memorial Section of the cemetery, with only flat memorial markers allowed. No foundation required except in the case of veteran's markers. Markers can be made of bronze or granite. No above ground markers are permitted in this section.
6. Block M of Riverside Cemetery: All lots in Block M consist of 2 graves and will be sold together as one lot. Additional Marker Regulations: Only upright, slant granite markers set on a granite base (2-person companion marker or 1-person non-companion marker) are permitted. Contact the Cemetery Office for the exact description. Any flat markers must meet regulations listed in Memorial Markers, Monuments and Mausoleums section of these rules.
7. Filming and photography for use in a movie, book, newspaper, magazine, television news, paranormal research, Internet, or other electronic media are not permitted on Cemetery grounds. An exception is made for genealogy research.
8. Wind chimes, wind spinners, streamers, lanterns, solar lights, or other decorations are prohibited in public areas and in public trees.
9. Niches, crypts, and graves may be placed on hold by applying to the Cemetery Sexton in writing for one year from the date of application. The niche, crypt, or grave placed on hold may be renewed for an additional six (6) months, after written notification, for a maximum period of time not to exceed eighteen (18) months from the original date of application. Upon the expiration of the on-hold period, the niche, crypt, or grave is made available for sale and cannot be placed back on hold by the same person or entity. No more than two (2) niches, crypts, or graves may be placed on hold by the same person or entity.
- 8.10. No person owning, possessing, or harboring any dog shall allow such dog to run at large at any time in the cemetery.

#### CRYPT AND NICHE FRONT DECORATIONS

1. During the 60-day Mourning Period, flowers, plants, and similar objects may be placed on the sidewalk in front of the crypt or niche. Such items shall not exceed three (3) feet in height and will be removed by the Cemetery Superintendent should they become unsightly prior to the expiration of the 60-day Mourning Period.
2. Decorations on crypt and niche fronts shall be limited to flowers placed in a single City-approved bronze vase, or a seasonal wreath attached to the crypt or niche front with a City-approved hanger.

3. Wreaths shall not overlap onto adjacent crypt or niche fronts and shall be limited to 12 inches in diameter for crypt fronts and 6 inches in diameter for niche fronts. Wreaths will be removed by the cemetery superintendent should they become unsightly.
4. Plastic, self-adhesive, clear suction-type hooks and/or hangers shall be prohibited on all crypt and niche fronts. All plastic, cement, fiberglass, metal, and wood objects, including stuffed animals, hanging planters, flags, stickers, porcelain portraits, and other similar items shall be prohibited on crypt and niche fronts.
5. Fresh flowers or silk flowers are allowed in City-approved vases. Plastic flowers are prohibited. Flowers will be removed if they become unsightly. City-approved bronze vases can be purchased at the Cemetery Office. Vases are installed by Riverside Cemetery employees. The City of Plymouth and Riverside Cemetery assume no responsibility for vases and other items that are stolen, damaged, or vandalized.
6. No more than three (3) emblems shall be permitted per nameplate.



**Riverside Cemetery  
Rates and Fees**

**Purchase - Graves**

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

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

GRAVE TYPE/LOCATION	Resident	Non-Resident
Single Grave (Block K or O)	<del>\$1,000.00</del> <u>\$1,050</u>	<del>\$1,900.00</del> <u>\$2,100</u>
Single Grave (Other Blocks)	<del>\$1,200.00</del> <u>\$1,250</u>	<del>\$2,100.00</del> <u>\$2,500</u>
Two Plot Graves (Block M)	<del>\$2,000.00</del> <u>\$2,100</u>	<del>\$3,800.00</del> <u>\$4,200</u>
Family Plot - 6 Graves (Block L)	<del>\$6,000.00</del> <u>\$6,300</u>	<del>\$11,400.00</del> <u>\$12,600</u>
Family Plot - 10 Graves (Block L)	<del>\$10,000.00</del> <u>\$10,500</u>	<del>\$19,000.00</del> <u>\$21,000</u>
Infant Grave (Block G)	\$200.00	\$300.00

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

**Riverside Cemetery  
Rates and Fees**

### Opening and Closing Costs - Graves

The cost to open and close a grave is due upon burial and cannot be pre-paid. Opening and closing costs depend on the day and time of interment. Overtime rates apply to interments scheduled after 2:00 PM Monday through Friday, Saturdays, Sunday, and holidays.

A winter surcharge fee will apply to all burials scheduled between November 15 and April 14.

<b>CREMATED REMAINS BURIAL</b>	<b>Resident</b>	<b>Non-Resident</b>
Cremains (Monday through Friday)	<del>\$400.00</del> <u>\$485</u>	<del>\$550.00</del> <u>\$635</u>
Cremains (Saturday & OT)	<del>\$500.00</del> <u>\$555</u>	<del>\$650.00</del> <u>\$705</u>
Cremains (Sunday and Holiday)	<del>\$550.00</del> <u>\$625</u>	<del>\$700.00</del> <u>\$775</u>
Cremains (Winter surcharge)	<del>\$100.00</del> <u>\$150</u>	<del>\$200.00</del> <u>\$250</u>

<b>ADULT FULL BODY BURIAL</b>	<b>Resident</b>	<b>Non-Resident</b>
Adult Full Body (Monday through Friday)	<del>\$1,000.00</del> <u>\$1,100</u>	<del>\$1,600.00</del> <u>\$1,800</u>
Adult Full Body (Saturday & OT)	<del>\$1,200.00</del> <u>\$1,350</u>	<del>\$1,800.00</del> <u>\$1,950</u>
Adult Full Body (Sunday and Holiday)	<del>\$1,400.00</del> <u>\$1,600</u>	<del>\$2,000.00</del> <u>\$2,200</u>
Adult Full Body (Winter surcharge)	<del>\$300.00</del> <u>\$400</u>	<del>\$400.00</del> <u>\$500</u>

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

<b>CHILD FULL BODY BURIAL</b>	<b>Resident</b>	<b>Non-Resident</b>
Child Full Body	\$250.00	\$350.00
Child Full Body (Saturday & OT)	\$325.00	\$425.00
Child Full Body (Sunday and Holiday)	\$400.00	\$500.00
Child Full Body (Winter surcharge)	\$100.00	\$150.00

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

<b>INFANT FULL BODY BURIAL</b>	<b>Resident</b>	<b>Non-Resident</b>
Infant Full Body	\$100.00	\$150.00
Infant Full Body (Saturday & OT)	\$175.00	\$225.00
Infant Full Body (Sunday and Holiday)	\$250.00	\$300.00
Infant Full Body (Winter surcharge)	\$50.00	\$100.00

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

<b>FULL BODY DISINTERMENT</b>	<b>Resident</b>	<b>Non-Resident</b>
Disinterment (4-hour minimum)	\$4,500.00	\$5,000.00

**Riverside Cemetery  
Rates and Fees**

**Purchase – Niches and Crypts**

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

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

<b>CREMATED REMAINS ENTOMBMENT – SOLD OUT</b>	<b>Resident</b>	<b>Non-Resident</b>
Niche (Lower Two Rows)	<del>\$1,050.00</del> <u>\$1,575</u>	<del>\$1,100.00</del> <u>\$2,075</u>
Niche (Middle Two Rows)	<del>\$1,450.00</del> <u>\$2,175</u>	<del>\$1,500.00</del> <u>\$2,675</u>
Niche (Upper Two Rows)	<del>\$1,250.00</del> <u>\$1,875</u>	<del>\$1,300.00</del> <u>\$2,475</u>

<b>FULL BODY ENTOMBMENT</b>	<b>Resident</b>	<b>Non-Resident</b>
Single Crypt (Lower Level – At Grade One Row) NOT FOR SALE	<del>\$3,450.00</del> <u>\$4,325</u>	<del>\$3,550.00</del> <u>\$4,825</u>
Single Crypt (Eye Level – Two Rows)	<del>\$3,850.00</del> <u>\$4,825</u>	<del>\$3,950.00</del> <u>\$5,325</u>
Single Crypt (Upper Level – One Row)	<del>\$3,650.00</del> <u>\$4,525</u>	<del>\$3,750.00</del> <u>\$5,025</u>

<b>TWO FULL BODY ENTOMBMENTS</b>	<b>Resident</b>	<b>Non-Resident</b>
Double Crypt (Lower Level – At Grade One Row) NOT FOR SALE	<del>\$5,750.00</del> <u>\$7,200</u>	<del>\$5,850.00</del> <u>\$7,700</u>
Double Crypt (Eye Level – Two Rows)	<del>\$6,550.00</del> <u>\$8,200</u>	<del>\$6,650.00</del> <u>\$8,700</u>
Double Crypt (Upper Level – One Row)	<del>\$6,150.00</del> <u>\$7,700</u>	<del>\$6,250.00</del> <u>\$8,200</u>

Niche and crypt buy backs are at the discretion of the City Sexton. One niche and single crypt may be sold back to the city at \$500.00. One double crypt may be sold back to the city at \$1,000.00.



**Riverside Cemetery  
Rates and Fees**

**Opening and Closing – Niches and Crypts\***

The cost to open and close a niche or crypt is due upon entombment and cannot be pre-paid. Opening and closing costs depend on the day of entombment. Overtime rates apply to entombments scheduled after 2:00 PM Monday through Friday, Saturdays, Sunday, and holidays.

<b>FIRST NICHE ENTOMBMENT</b>	<b>Resident</b>	<b>Non-Resident</b>
First niche entombment (Monday through Friday)	Included	Included
First niche entombment (Saturday and OT)	<del>\$300.00</del> <u>\$325</u>	<del>\$400.00</del> <u>\$425</u>
First niche entombment (Sunday and Holiday)	<del>\$400.00</del> <u>\$425</u>	<del>\$600.00</del> <u>\$625</u>

<b>SECOND NICHE ENTOMBMENT</b>	<b>Resident</b>	<b>Non-Resident</b>
Second niche entombment (Monday through Friday)	<del>\$250.00</del> <u>\$285</u>	<del>\$350.00</del> <u>\$375</u>
Second niche entombment (Saturday and OT)	<del>\$300.00</del> <u>\$325</u>	<del>\$400.00</del> <u>\$425</u>
Second niche entombment (Sunday and Holiday)	<del>\$400.00</del> <u>\$425</u>	<del>\$600.00</del> <u>\$625</u>

<b>SINGLE CRYPT ENTOMBMENT</b>	<b>Resident</b>	<b>Non-Resident</b>
Single crypt entombment (Monday through Friday)	Included	Included
Single crypt entombment (Saturday and OT)	<del>\$400.00</del> <u>\$600</u>	<del>\$600.00</del> <u>\$900</u>
Single crypt entombment (Sunday and Holiday)	<del>\$700.00</del> <u>\$1,050</u>	<del>\$900.00</del> <u>\$1,350</u>

<b>FIRST DOUBLE CRYPT ENTOMBMENT</b>	<b>Resident</b>	<b>Non-Resident</b>
Double crypt entombment (Monday through Friday)	Included	Included
Double crypt entombment (Saturday and OT)	<del>\$600</del> <del>\$400.00</del>	<del>\$900</del> <del>\$600.00</del>
Double crypt entombment (Sunday and Holiday)	<del>\$1,050</del> <del>\$700.00</del>	<del>\$1,350</del> <del>\$900.00</del>

<b>SECOND DOUBLE CRYPT ENTOMBMENT</b>	<b>Resident</b>	<b>Non-Resident</b>
Second double crypt entombment (Monday through Friday)	Included	Included
Second double crypt entombment (Saturday and OT)	<del>\$600</del> <del>\$400.00</del>	<del>\$900</del> <del>\$600.00</del>
Second double crypt entombment (Sunday and Holiday)	<del>\$1,050</del> <del>\$700.00</del>	<del>\$1,350</del> <del>\$900.00</del>

\*For niches and crypts purchased prior to July 1, 2022 Saturday entombment is included in the purchase price.

**Other Mausoleum Installation Costs**

First nameplate	Included
Second or replacement nameplate niche (12"x2")	<del>\$350.00</del> <u>\$525</u>
Second or replacement nameplate crypt (16"x4")	<del>\$675.00</del> <u>\$850</u>
Replacement name scroll for crypt (5.87"x1.36")	<del>\$200.00</del> <u>\$300</u>
Extra words or artwork review	\$150.00 minimum
Niche vase	<del>\$350.00</del> <u>\$500</u>
Crypt vase	<del>\$400.00</del> <u>\$550</u>

**Riverside Cemetery  
Rates and Fees**

**Foundation/Marker/Monument Installation Costs**

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

Foundation Size	Installation Cost
24" x 12"	<del>\$200.00</del> <u>\$260</u>
28" x 16"	<del>\$215.00</del> <u>\$270</u>
40" x 16"	<del>\$235.00</del> <u>\$295</u>
42" x 18"	<del>\$235.00</del> <u>\$305</u>
52" x 18"	<del>\$275.00</del> <u>\$315</u>
58" x 18"	<del>\$300.00</del> <u>\$350</u>

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

Setting Markers (Including Block K & O)	Installation Cost
Flush marker up to 36" x 18" - no foundation (single grave marker)	<del>\$175.00</del> <u>\$220</u>
Flush marker greater than 36" x 18" - no foundation (two-grave companion marker)	<del>\$225.00</del> <u>\$275</u>
Veteran's bronze marker set on 28" X 16" foundation	<del>\$215.00</del> <u>\$270</u>
Veteran stone (flat granite flush installation, no foundation)	<del>\$175.00</del> <u>\$220</u>
Veteran stone (upright marble, no foundation)	<del>\$215.00</del> <u>\$270</u>

All monuments shall be set on a foundation. Installation of monuments shall be performed by others. Riverside Cemetery staff installs foundations and flush markers only.

Stone Sizes Commonly Ordered (Privately Owned)	Installation Cost of Foundation	Installed on a Foundation Sized
16" x 8"	<del>\$200.00</del> <u>\$260</u>	24" x 12"
20" x 10"	<del>\$200.00</del> <u>\$260</u>	24" x 12"
24" x 10"	<del>\$215.00</del> <u>\$270</u>	28" x 16"
24" x 12"	<del>\$215.00</del> <u>\$270</u>	28" x 16"
32" x 12"	<del>\$235.00</del> <u>\$295</u>	40" x 16"
32" x 14"	<del>\$235.00</del> <u>\$295</u>	40" x 16"
36" x 10"	<del>\$235.00</del> <u>\$305</u>	42" x 18"
36" x 12"	<del>\$235.00</del> <u>\$305</u>	42" x 18"
42" x 10"	<del>\$275.00</del> <u>\$315</u>	52" x 18"
42" x 12"	<del>\$275.00</del> <u>\$315</u>	52" x 18"
46" x 12"	<del>\$275.00</del> <u>\$315</u>	52" x 18"
46" x 14"	<del>\$275.00</del> <u>\$315</u>	52" x 18"
52" x 12"	<del>\$300.00</del> <u>\$350</u>	58" x 18"
52" x 14"	<del>\$300.00</del> <u>\$350</u>	58" x 18"

The maximum size monument for a single adult grave is 36" x 18".

The maximum size monument for a two-grave marker is 58" x 18".



## Administrative Recommendation

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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: Paul J. Sincock, City Manager  
CC: S:\Manager\Sincock Files\Memorandum - Liability Insurance Coverage 06-16-25.docx  
Date: June 13, 2025  
RE: Property and Liability Insurance Coverage Fiscal 2025 - 26

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### Background

Every year the City of Plymouth “shops” our property and liability insurance coverage. Our Agent of Record from HUB International assists us in this endeavor. We look towards the private sector for insurance coverage as we tend to get better coverage than with the municipal “pools” from either the MML or MMRMA pools. The easy way out is to simply use the “pool” insurance, but we feel based on our risks, our history and the value of our properties that the private sector provides us better value risk management.

We obviously have some high-risk coverage, and we are a 24/7 – 365 operation with streets, cemeteries, police, fire, water and sewer systems, recreational facilities and programs and so on. We also have some specific contractual requirements for insurance and naming others as additional insured as a result of our Inter-Local Agreements. These policies also cover all of our buildings, buildings and other public properties.

The renewal Proposal for the entire Package from Hub International is \$329,112 and includes Property & Liability coverage and supplemental policies for Liquor, Cyber, Athletic and Public Officials Bond. This is an approximate 8.34% increase over the current year's policy.

To give some perspective, we paid just over \$198,143 in 2008-09 for our insurance coverage with Travelers. The 2024 - 25 renewal is about \$131,000 more than we paid 18 years ago, but we have also increased our coverages, dealt with significant changes in Michigan's No-Fault law, added a fire department and all related equipment, dealt with a major claim related to the fire at city hall, as well as having a significant increase in our building values over that period of time.

HUB International does a market study each year to ensure the values of City property are in line with the market. Periodically they will provide an in-depth appraisal of our properties and this year it was determined that some of our facilities needed adjustments to be more in line with Plymouth's rising values.

The City's rates are developed and affected by the overall marketplace, our loss experience, policies, supervision, training and our efforts related to liability reduction. The results of the review of these areas along with some other information gathered by the insurance company determines

our final rates. We have provided a multi-year history of our coverages and costs as additional background. We have also attached a memorandum from Maureen Brodie related to Insurance Renewal that provides some more information.

In short, HUB International provides good value for our needs and we have a proven track record of service. Insurance is all about risk management and as a municipality we have had several "interesting" claims over the years. Having good coverage in place is critical to maintain the city operations. The fire claim from 2013 is an excellent example of having the right coverage, which allowed us to move quickly on the repairs to the building and the replacement of the vehicle and equipment. This past winter we had a fire in our mini-front end loader, and our coverage allowed us to make repairs to the unit and provide us with a rental unit while ours was out of service.

Our staff spends a considerable amount of time working with our insurance carriers to reduce our liability and protect our properties. Considering our wide range of activities and the open nature of our parks and public facilities, the number of employees, and the dangerous work that we perform, our insurance rates have shown that the investment of time and effort, having policies, supervision and training in place, all helps to reduce liability, increase safety and has provided results.

**RECOMMENDATION:**

The City Administration recommends that the City Commission accept the Renewal from our agent at HUB International. This carrier has a proven track record with the city that has resulted in excellent claim processing; they have worked extremely hard with the city staff in order to provide excellent coverage.

Again, Maureen Brodie has done an outstanding job of reviewing the proposal and it is the City Administration's opinion that the proposal submitted by HUB International Insurance will best meet our insurance needs as we move forward. 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 either Maureen or myself.





## 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

To: Paul J. Sincock, City Manager  
From: Maureen Brodie, City Clerk/Benefits Admin  
Date: 6/11/2025  
Re: 2025-26 Property & Liability Insurance Renewal

The City of Plymouth Property & Liability Insurance Package renewal premium for the 2025-26 fiscal year is \$313,848 which includes the package items listed below. Our supplemental policies that provide coverage for Liquor Liability, Public Officials Bond, Athletic Accident Policy and Cyber Liability add \$15,264 using our current carriers. The combined total of \$329,112 is an overall premium increase of \$25,331 (8.34%) from last year.

The premiums for the supplemental policies show no increase except for the Athletic Accident policy due to increases in participant counts. Program revenues offset this increase. Cyber Liability is high risk and companies have often declined to quote when assessing risk in recent years. The current Cyber Liability carrier has not increased our rate from last year. Liquor Liability and Public Officials Bond also remain the same.

Notes from HUB Agent:

Premium increases common this year are shown below along with the % of increase for the City:

COVERAGE	% INCREASE	% INCREASE INDUSTRY	NOTES
Property/ Equip Breakdown	7.76%	6-15%	Cult. Ctr claim
General Liability	11.36%	5-10%	Pending claim reserve
Employment Practices	24.18%		Minimum premium
Public Officials Liability	18.76%		Minimum premium
Law Enforcement Liability	5.00%		Minimum premium
Auto	.22%	10-25% for basic vehicles	Good History and several at AV/RC
Umbrella	10.50%	25-45%	\$10,000,000 (our's) - trend is much lower
Inland Marine	89.89%		Rate is down, but premium up due to streetlights and new stage reclassified by carrier
Crime	0.00%		No increase

History: The City began working with partners at HUB as our Agent of Record in 2009-10 FY, when they were able to reduce our property & liability insurance premiums by 29.5% with a new carrier (Trident), while also providing an updated property appraisal and replacement cost on vehicles where needed. The premium history below shows that since the 2008-09 FY (17 years with substantial increases in exposure), we have an overall increase of 66.09%

A premium summary from HUB is also included for reference.

**Package for Property & General Liability Includes:**

<u>Property &amp; Equipment Breakdown</u>	Buildings & Structures, Underground Property, Paved Surfaces, Athletic Fields, Cemetery, Personal Property, Street Lights, Business Loss Income/Expenses, Flood, Earthquake, Pollutant Clean-up/Removal, Debris Removal on City Property, Communications Equipment, Valuable Papers/Records, Commandeered Property, Equipment Breakdown, etc.
<u>General Liability (GL)</u>	Protection against third-party claims of bodily injury, property damage, or personal and advertising injury. Basic policy per occurrence.
<u>Employment Practices Liability (EPL)</u>	Coverage to employers against claims made by employees alleging Discrimination (based on sex, race, age or disability, for example), Wrongful termination, Harassment.
<u>Public Officials Liability (PO)</u>	Coverage for damages or defense costs for claims against elected or appointed officials, employees, and volunteers; typically for wrongful acts in the performance of their duties to a public entity.
<u>Law Enforcement Liability</u>	Coverage for officers, departments, and municipalities against lawsuits that arise as a result of acts, errors, and omissions while police officers are performing their professional duties.
<u>Auto</u>	Coverage for personal injury, property, uninsured/underinsured motorist, physical damage for owned and hired (non-owned) vehicles. 32 vehicles at replacement cost with Trident.
<u>Umbrella</u>	Supplements coverage limits for the above primary policies (Gen Liab., Empl Pract., Public Officials, Law Enforcement, Auto Liability) in the event of unforeseen liability. (Ex. multi-million-dollar lawsuit). Trident provides \$11,000,000 umbrella/excess coverage per incident.
<u>Inland Marine</u>	Coverage for equipment/items that typically move from location to location, which subjects them to more opportunities for loss, damage, and theft.
<u>Crime</u>	Provides coverage for direct loss from dishonest or fraudulent acts committed by employees or third parties; Includes loss of money, securities, inventory or other property, and computer crime including funds transfer fraud.
<u>Umbrella</u>	Supplements coverage limits for primary policies (Gen Liab., Empl Pract., Public Officials, Law Enforcement, Auto Liability) in the event of unforeseen liability. (Ex. multi-million-dollar lawsuit). Trident provides \$11,000,000 umbrella/excess coverage per incident.

**Supplemental Policies Include:**

<u>Bond-Public Officials</u>	Fidelity Bond serving as a guarantee against fraud or dishonesty and covers losses arising from neglect or other serious offenses.
<u>Liquor Liability</u>	Liquor Liability insurance policies of at least \$50,000 showing proof of financial responsibility as required by the Michigan Liquor Control Commission.
<u>Athletic Accident Policy</u>	Covers eligible expenses in excess of expenses payable by health insurance plan of participant and volunteers of City sports programs (T-Ball, hockey, etc.
<u>Cyber Liability</u>	Coverage for Business Loss and Liability due to security breach or system failure. Includes cyber extortion, data recovery, fraudulent instruction and/or transfer of funds, breach response.
<u>Non-Monetary Defense</u>	Coverage for cost of defense for lawsuits in which monetary damages are not being requested (Ex. Someone is fired and sues the City, not for damages, but only to have their job back.)
<u>Inverse Condemnation</u>	Provides coverage for judgement if government commandeers private property (Ex. police take a vehicle or residence) and is sued for the replacement or damages.
<u>Terrorism (City typically opts out of this coverage)</u>	Provides coverage for events officially declared a terrorist attack by the Secretary of State and the Secretary of Defense.

RATE / PREMIUM HISTORY					
FY	Package Policy	Supplemental Policies	Total Premium	% change	
2008-09	\$ 187,283	\$ 10,860	\$ 198,143		Travelers
2009-10	\$ 132,075	\$ 6,120	\$ 138,195	-29.48	Began with HUB/Trident
2010-11	\$ 126,840	\$ 5,470	\$ 132,310	-3.96	
2011-12	\$ 122,647	\$ 4,668	\$ 127,315	-3.31	
2012-13	\$ 138,086	\$ 4,081	\$ 142,167	12.59	Added FD
2013-14	\$ 153,197	\$ 4,080	\$ 157,277	10.94	FD Fire 2013, Added 5 Properties
2014-15	\$ 187,061	\$ 3,353	\$ 190,414	22.10	effects of FD Fire
2015-16	\$ 219,432	\$ 3,339	\$ 222,771	17.31	effects of FD Fire
2016-17	\$ 188,529	\$ 2,339	\$ 190,868	-14.08	
2017-18	\$ 196,915	\$ 10,022	\$ 206,937	4.45	Added Cyber, Fraud & Street Lights, MCCA Increase
2018-19	\$ 206,232	\$ 10,210	\$ 216,442	4.73	All coverages up Nationally, Auto includes 12.9% MCCA increase
2019-20	\$ 195,834	\$ 6,126	\$ 201,960	-5.04	
2020-21	\$ 204,963	\$ 6,055	\$ 211,018	4.66	
2021-22	\$ 218,404	\$ 4,753	\$ 223,157	6.56	
2022-23	\$ 226,912	\$ 10,572	\$ 237,484	3.90	
2023-24	\$ 270,233	\$ 18,384	\$ 288,617	21.53	Property Values Increase, Increase in Net Expenditures, Increase # of Auto Units, Cyber based on Revenue Increase, Athletic Added Exposure (Adult Hockey, Pickleball)
2024-25	\$ 289,322	\$ 14,459	\$ 303,781	5.25	THMCC -Cyber coverage
2025-26	\$ 313,848	\$ 15,264	\$ 329,112	8.34	Property and General Liability claims (Cultural Ctr /storm & legal reserve for pending claim.) Auto exposure down, Inland Marine increase due to carrier changing street lights from Property and new stage from vehicles to IM

**Insurance Proposal For:**

**City of Plymouth**



**Prepared by:  
HUB International Midwest**

<b>SVP Sales Executive:</b>	<b>Bob LaVallee, CIC</b>
<b>SVP Account Executive:</b>	<b>Tammy LaVallee, CIC, CRM, CAWC</b>
<b>Policy Date:</b>	<b>July 1, 2025</b>



# HUB Team

City of Plymouth

July 1, 2025

Sales Team	Contact Info
<b>Bob LaVallee, CIC</b> Senior Vice President, Sales Executive	<b>Phone:</b> (616) 402-2551 <b>Email:</b> Bob.Lavallee@hubinternational.com
<b>Tammy LaVallee, CIC, CRM, CAWC</b> Senior Vice President, Account Executive	<b>Phone:</b> (616) 260-0411 <b>Email:</b> Tammy.Lavallee@hubinternational.com
Service Team	Contact Info
<b>Christine Hooper, CISR</b> Senior Account Manager	<b>Phone:</b> (616) 233-0175 <b>Email:</b> Christine.Hooper@hubinternational.com
<b>Jordan Smith</b> Associate Account Manager	<b>Phone:</b> (616) 233-0189 <b>Email:</b> Jordan.Smith2@hubinternational.com
Claims	Contact Info
<b>Kimber Byxbe</b> Claims Leader (Package, Liability & Auto)	<b>Phone:</b> (616) 233-0153 <b>Email:</b> Kimber.Byxbe@hubinternational.com
Specialty Groups	Contact Info
<b>Paul Hascher</b> Senior Risk Consultant	<b>Phone:</b> (231) 995-4307 <b>Email:</b> Paul.Hascher@hubinternational.com
<b>Brady Hill</b> Marketing Executive	<b>Phone:</b> (616) 233-4113 <b>Email:</b> Brady.Hill@hubinternational.com

# Talking Points

City of Plymouth

July 1, 2025

#	Discussion Points:
1	<b>Trident Package:</b> Signed Terrorism forms
2	<b>Auto:</b> <ul style="list-style-type: none"><li>• Bandshell Trailer - can this be deleted?</li><li>• 2023 Wanco Arrow Broad Trailer full VIN # needed</li></ul>
3	<b>Inland Marine:</b> are you still renting the 980M CAT #CAT0908MCH880418?
4	<b>Law Enforcement Liability:</b> Are there any Canine exposures? If so, how many?
5	<b>Liquor:</b> Terrorism form: completed, signed and dated. Coverage was rejected for 2024-25.
6	<b>Athletic Accident:</b> Renewal Application sign & date
#	Billing Options:
1	Package - Argonaut / Trident Insurance Company: Agency Bill & Full Pay
2	Liquor Liability - Star Insurance Company: Direct Bill & Full Pay
3	Athletic Accident - AIG: Agency Bill & Full Pay
4	Cyber Liability - TMHCC : Agency Bill & Full Pay
5	Auto Owners - Public Officials Bond: Agency Bill & Full Pay

# Named Insureds

City of Plymouth  
July 1, 2025

Entities	Property	General Liability	Auto	Umbrella	Crime	Inland Marine	Employment Practices Liability	Public Officials Liability	Law Enforcement Liability	Cyber Liability	Liquor Liability	Athletic Accident
City of Plymouth	X	X	X	X	X	X	X	X	X	X	X	X

# Statement of Values

City of Plymouth

July 1, 2025

Loc. No.	Bldg No.	Address	City	State	Occupancy	Const Type	Year Built	Prot Class	Square Footage	Sprklr %	Alarm	Building (Blanket)	Personal Property (Blanket)	Total Values
												\$ 41,002,337	\$3,493,677	\$44,496,014
1	1	201 South Main	Plymouth	MI	City Hall/Police Dept.	JM	1963	5	18,998	N	Partial	\$ 5,887,443	\$ 1,538,119	\$ 7,425,562
2	1	525 Farmer St.	Plymouth	MI	Cultural Center	JM	1971	5	62,000	N	Y	\$ 15,459,471	\$ 996,122	\$ 16,455,593
3	1	1231 Goldsmith	Plymouth	MI	Dept. of Public Works	NC	1975	5	28,500	N	N	\$ 6,916,719	\$ 782,721	\$ 7,699,440
3	2	1231 Goldsmith	Plymouth	MI	Salt Shed	Frame	1975	5	1,590	N	N	\$ 100,978	\$ 58,708	\$ 159,686
3	3	1231 Goldsmith	Plymouth	MI	Salt Dome/Cold Storage	Frame	2012	5	2,700	N	N	\$ 75,524	\$ 56,998	\$ 132,522
4	1	680-690 Riverside	Plymouth	MI	Riverside Cemetery	NC	1975	5		N	N	\$ 2,750,601	\$ -	\$ 2,750,601
4	2	680-690 Riverside	Plymouth	MI	Cemetery Garage	Frame	2000	5	1,200	N	N	\$ 56,361	\$ 14,678	\$ 71,039
4	3	680-690 Riverside	Plymouth	MI	Don Massey Storage/Press Box	Frame	2005	5	780	N	N	\$ 281,208	\$ 14,678	\$ 295,886
5	1	333 Harvey St.	Plymouth	MI	Parking Structure	NC	1980	5	48,600	N	N	\$ 4,376,659	\$ -	\$ 4,376,659
6	1	736 Penniman	Plymouth	MI	The Gathering/Pavilion	JM	1982	5	8,128	N	N	\$ 674,257	\$ -	\$ 674,257
6	2	736 Penniman	Plymouth	MI	Public Restrooms	Frame	2003	5	576	N	N	\$ 110,077	\$ -	\$ 110,077
7	1	186 Spring St.	Plymouth	MI	Old Fire Station /Community Center	JM	1953	5	2,200	N	N	\$ 649,855	\$ 31,653	\$ 681,508
8	1	Auburn & Junction	Plymouth	MI	Playground Equipment	NC	2017	5		N	N	\$ 82,854	\$ -	\$ 82,854
8	2	Auburn & Junction	Plymouth	MI	Pavilion	NC	2000	5	300	N	N	\$ 42,856	\$ -	\$ 42,856
9	1	Elm & S. Evergreen	Plymouth	MI	Pavilion	Frame	2000	5	150	N	N	\$ 22,163	\$ -	\$ 22,163
9	2	Elm & S. Evergreen	Plymouth	MI	Playground Equipment	NC	2000	5		N	N	\$ 36,693	\$ -	\$ 36,693
10	1	Forest & Sutherland	Plymouth	MI	Pavilion	NC	2000	5	650	N	N	\$ 35,519	\$ -	\$ 35,519
10	2	Forest & Sutherland	Plymouth	MI	Playground Equipment	NC	2000	5		N	N	\$ 73,384	\$ -	\$ 73,384
11	1	Harding & Wing St.	Plymouth	MI	Playground Equipment	NC	2000	5		N	N	\$ 127,689	\$ -	\$ 127,689
12	1	Burrough & Fairground	Plymouth	MI	Pavilion	Frame	2000	5	700	N	N	\$ 40,068	\$ -	\$ 40,068
12	2	Burrough & Fairground	Plymouth	MI	Playground & Equipment	NC	2000	5		N	N	\$ 36,693	\$ -	\$ 36,693



# Statement of Values

City of Plymouth

July 1, 2025

Loc. No.	Bldg No.	Address	City	State	Occupancy	Const Type	Year Built	Prot Class	Square Footage	Sprklr %	Alarm	Building (Blanket)	Personal Property (Blanket)	Total Values
13	1	Wing & Herald (595 Herald)	Plymouth	MI	Pavilion	Frame	2001	5	300	N	N	\$ 25,686		\$ 25,686
13	2	Wing & Herald (595 Herald)	Plymouth	MI	Playground Equipment	NC	2001	5		N	N	\$ 73,384	\$ -	\$ 73,384
14	1	Spring & Holbrook	Plymouth	MI	Pavilion	Frame	2001	5	325	N	N	\$ 32,289	\$ -	\$ 32,289
14	2	Spring & Holbrook	Plymouth	MI	Playground Equipment	Frame	1985	5		N	N	\$ 85,125	\$ -	\$ 85,125
15	1	Dewey & Byron	Plymouth	MI	Pavilion	NC	2001	5	328	N	N	\$ 44,030	\$ -	\$ 44,030
15	2	Dewey & Byron	Plymouth	MI	Playground Equipment	NC	2001	5		N	N	\$ 73,384	\$ -	\$ 73,384
16	1	Farmer & Starkweather	Plymouth	MI	Gazebo	Frame	1985	5		N	N	\$ 22,015	\$ -	\$ 22,015
17	1	Street Lights (170)	Plymouth	MI	Various Locations			5		N	N	Moved to IM	\$ -	\$ -
18	1	777 W Ann Arbor Trail	Plymouth	MI	Kellogg Park Fountain & Benches		2021	5		N	N	\$ 1,488,701		\$ 1,488,701
19	1	East Central & Library	Plymouth	MI	Lights, Furnishings & Brick Screen Walls			5		N	N	\$ 303,038	\$ -	\$ 303,038
20	1	Veteran's Park	Plymouth	MI	Lighting, Site Furnishing, Rock Walls, Flag Poles, Monuments, Plymouth Rock & Cannons			5		N	N	\$ 979,757	\$ -	\$ 979,757
21	1	Holbrook & Caster St	Plymouth	MI	Caster Park Pavilion	Frame	2015	5	384	N	N	\$ 37,856	\$ -	\$ 35,000
												\$ 41,002,337	\$3,493,677	\$44,496,014

## Commercial General Liability Only

22	1	Deer & Ann Arbor Trail	Plymouth	MI	Parking Lot				.048 Acres					
23	1	400 Pearl	Plymouth	MI	York Cemetery				1.08 Acres					
24	1	1140 Starkweather	Plymouth	MI	Pointe Park				.69 Acres					
25	1	Harvey & Wing	Plymouth	MI	Parking Lot				.68 Acres					
26	1	Penniman	Plymouth	MI	Parking Lot				.22 Acres					

Blanket Building & BPP Deductible: \$5,000

Agreed Value/RC

All values submitted are correct to the best of my knowledge and belief:

Signed:

Title:

Date:

# Property - Coverage Review

City of Plymouth

July 1, 2025

Property Program	Arch	Comments
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## Basic Policy Information

Blanket Building Limits	\$41,002,337	\$5,000 Deductible
Blanket Business Personal Property (BPP) Limits	\$3,493,677	\$5,000 Deductible
Extra Expense Limits	\$500,000	72 Hour Waiting Period
Blanket Building & BPP	<b>\$44,496,014</b>	

## Valuation & Coverage Form

Coverage Form	Special	
Building / Personal Property Valuation	Replacement Cost / Agreed Value	

## Additional Coverages

Carrier Broadening Endorsement	Included	
Earthquake Coverage	\$5,000,000	\$50,000 Deductible
Flood Coverage (excluding Flood Zones A/B/V/N)	\$5,000,000	\$50,000 Deductible
Ordinance Or Law		
Item A: Undamaged Portion	Included up to bldg. limits	
Item B: Demolition	\$1,000,000	
Item C: Increased Cost of Construction	\$1,000,000	
Pollutant Clean-Up & Removal (on-site)	\$500,000	
Communications Equipment	\$300,000	\$250 Deductible
Valuable Papers and Records	\$200,000	
Computer Equipment	\$250,000	
Back Up of Sewers & Drains	\$1,000,000	\$25,000 Deductible
Commandeered Property	\$250,000	\$250 Deductible
Debris Removal - Your Premises	\$250,000	
SCADA Upgrade	\$100,000	
Underground Property, Paved Surfaces or Athletic Fields	\$250,000	

## Equipment Breakdown

Equipment Breakdown Limit	\$100,000,000	\$5,000 Deductible: Direct Damage 24 Hour Waiting Period: Indirect Damage
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# General Liability - Coverage Review

City of Plymouth

July 1, 2025

General Liability	Trident	Comments
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## Basic Policy Information

General Aggregate	\$4,000,000	\$0 Retention
Products / Completed Ops Aggregate	\$4,000,000	
Personal & Advertising Injury Limit	\$1,000,000	
Each Occurrence Limit	\$1,000,000	
Damage to Premises Rented to You Limit	\$100,000	
Medical Payments	Excluded	

## Additional Limits

Employee Benefits - Claim/Aggregate	\$1,000,000/ \$1,000,000 Claims Made form Retro Date 7/1/2024	EBL Deductible: \$1,000
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## Additional Coverages

Defense Costs in Addition to Limit of Liability	Included	
Host Liquor Liability	Included	
Cemetery Professional Liability Endorsement	Included	
Exclusion (Limited) - Failure to Supply	Included	
Fire District or Department	Included	
Landfill, Dump, Refuse Site or Incinerator	Included	
Public Water Utility	Included	
Sewer System	Included	
Abuse or Molestation	Included	

## Additional Insured

Additional Insured by Written Agreement, Contract or Permit	Included	
City of Northville 215 W. Main Street Northville, MI 48167	With respects to Fire Department Operations	



# Automobile - Coverage Review

City of Plymouth

July 1, 2025

Automobile	Trident	Comments
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## Basic Policy Information

Combined Single Limit	1	\$1,000,000	
Personal Injury Protection	5	Statutory	
Property Protection	5	Statutory	
Michigan Property Damage Liability Coverage Buyback	5	\$3,000	
Uninsured Motorist	2	\$1,000,000	
Underinsured Motorist	2	\$1,000,000	
Physical Damage - Comprehensive	10	24 Units ACV	\$500 Deductible
Physical Damage - Broad-Form Collision	10	24 Units ACV	\$500 Deductible
Physical Damage - Comprehensive	10	25 Units RC/AV	\$500 Deductible
Physical Damage - Broad-Form Collision	10	25 Units RC/AV	\$500 Deductible

## Additional Coverage

Fire Districts or Departments Freezing Coverage	Included	
Hired & Non-Owned Liability	Included	
Hired Physical Damage	\$50,000	\$500 Deductible

# Automobile - Fleet List

City of Plymouth

July 1, 2025

Veh #	Dept. #	State	Year	Make	Model	VIN #	Valuation	Cost New	Comp Ded.	Coll Ded.	Location
1	DMS121	MI	2001	GMC	C-Series	1GDT7H4C81J505030	AV /RC	\$135,000	\$500	\$500	1231 Goldsmith
2	DMS125	MI	2002	International	Garbage	1HTSHAARX2H511386	AV /RC	\$140,000	\$500	\$500	1231 Goldsmith
3	TRL7	MI	1998	Utility	Interstate	1UK500H22W1025878	ACV	\$5,000	\$500	\$500	1231 Goldsmith
4	DMS009	MI	2008	GMC	Sierra	1GTHK24K88E119787	ACV	\$28,000	\$500	\$500	1231 Goldsmith
5	DMS102	MI	2009	GMC	Sierra	1GTHK49K99E143716	ACV	\$29,300	\$500	\$500	1231 Goldsmith
6	TRL6	MI	1999	Bandshell	Trailer	1XCS36382X3001535	ACV	\$125,000	\$500	\$500	1231 Goldsmith
7	TRL53	MI	1990	Equipment	P&R Trailer	4K8AX121921A84972	ACV	\$1,000	\$500	\$500	1231 Goldsmith
8	TRL54	MI	1990	Skate Park	Trailer	4X4TSEZ202N027451	ACV	\$2,000	\$500	\$500	1231 Goldsmith
9	DMS122	MI	2009	GMC	Salt Truck	1GDT8C4B19F410573	AV /RC	\$135,000	\$500	\$500	1231 Goldsmith
10	REC113	MI	2009	GMC	Sierra	1GTHK44K39F157872	ACV	\$30,000	\$500	\$500	525 Farmer
11	FD1727	MI	2011	Chevrolet	Tahoe 4WD	1GN5K4E06BR192971	ACV	\$41,000	\$500	\$500	201 S Main St
12	DMS135	MI	2012	GMC	Sierra	1GT02ZCG8CF220995	ACV	\$34,000	\$500	\$500	1231 Goldsmith
13	DMS111	MI	2012	GMC	Sierra	1GT22ZCG9CZ319087	ACV	\$34,000	\$500	\$500	1231 Goldsmith
14	DMS020	MI	2015	Ford	Aerial Truck	1FDUF4GY8FEA16764	AV /RC	\$69,200	\$500	\$500	1231 Goldsmith
15	FD1741	MI	2014	Ford	F-550 Spartan Fire T	1FD0W5HT4EEA94612	AV /RC	\$225,600	\$500	\$500	201 S Main St
16	DMS119	MI	2015	Ford	F-450 Chipper Dump B	1FDUF4HY3FEA59021	AV /RC	\$44,456	\$500	\$500	1231 Goldsmith
17	DMS120	MI	2015	Ford	F-450 Dump Body	1FDUF4HY1FEA64041	ACV	\$49,472	\$500	\$500	1231 Goldsmith
18	PD58	MI	2015	Chevrolet	Tahoe	1GNLC2EC1FR572953	AV /RC	\$58,000	\$500	\$500	201 S Main St
19	TRL14	MI	2014	Century TSP10-180	Mobile Bleacher Trailer	1XCBL342XE3002986	ACV	\$28,054	\$500	\$500	1231 Goldsmith
20	DMS 18-115	MI	2017	Ford	4 x 4 Pickup	1FDUF4HT0HDA09674	ACV	\$61,224	\$500	\$500	1231 Goldsmith
21	TRL16	MI	2018	Trail King	TKT16U	1TKU02626KR088609	ACV	\$11,120	\$500	\$500	1231 Goldsmith
22	PD/60	MI	2020	Chevrolet	Tahoe	1GNSKDEC7LR257905	AV /RC	\$55,000	\$500	\$500	201 S Main St

# Automobile - Fleet List

City of Plymouth

July 1, 2025

Veh #	Dept. #	State	Year	Make	Model	VIN #	Valuation	Cost New	Comp Ded.	Coll Ded.	Location
23	DMS-20-99	MI	2020	Freightliner	108SD w/ Swaploader	1FVAG5FE3LHLX2569	AV /RC	\$181,630	\$500	\$500	1231 Goldsmith
24	FD1721	MI	2020	Rosenbauer Pumper	Commander Pumper	54F2FB817LWM12789	AV /RC	\$603,455	\$500	\$500	186 E Spring St
25	21-CD1	MI	2021	Chevrolet	Equinox	3GNAXSEV9MS106744	ACV	\$23,475	\$500	\$500	201 S Main St
26	21-PE1	MI	2021	Chevrolet	Equinox	3GNAXSEV8MS165428	ACV	\$23,475	\$500	\$500	201 S Main St
27	FD1723	MI	2015	Ford	E-350	1FDWE3FS9FDA33145	AV /RC	\$50,000	\$500	\$500	201 S Main St
28	PD 22-52	MI	2022	Chevrolet	Tahoe	1GNSKLEDXNR276602	AV /RC	\$55,000	\$500	\$500	201 S Main St
29	DMS 22-301	MI	2022	Chevrolet	Tahoe	1GNSKLED2NR276626	AV /RC	\$55,000	\$500	\$500	1231 Goldsmith
30	PD 22-59	MI	2022	Chevrolet	Tahoe	1GNSKLED6NR276581	AV /RC	\$55,000	\$500	\$500	201 S Main St
31	PD 22-54	MI	2022	Chevrolet	Tahoe	1GNSKLED8NR320791	AV /RC	\$55,000	\$500	\$500	201 S Main St
32	PD 22- POOL	MI	2022	Chevrolet	Tahoe	1GNSKLED4NR320657	AV /RC	\$55,000	\$500	\$500	201 S Main St
33	DMS 22-137	MI	2022	Vactor	2100i Vactor	3ALHG3FE5PDNX9611	AV /RC	\$495,000	\$500	\$500	1231 Goldsmith
34	DMS 23-27	MI	2023	Bucher	V65T Sweeper	1FVACXFC3PHUG9505	AV /RC	\$330,000	\$500	\$500	1231 Goldsmith
35	DMS 22-118	MI	2022	Ford	F550SD XL	1FDUF5HT9NDA26118	AV /RC	\$90,000	\$500	\$500	1231 Goldsmith
36	DMS 22-106	MI	2022	Ford	F350	1FT8W3BNXNEF79052	AV /RC	\$54,560	\$500	\$500	1231 Goldsmith
37	DMS 22-117	MI	2022	Ford	F450	1FDTF4HT8NDA25368	AV /RC	\$85,226	\$500	\$500	1231 Goldsmith
38	DMS 22-108	MI	2022	Ford	F250 w/ Plow	1FDBF2B64NEG36849	AV /RC	\$69,515	\$500	\$500	1231 Goldsmith
39	DMS 23-103	MI	2023	Ford	Transit Cutaway Service	1FDBW7PG9PKA26447	ACV	\$80,034	\$500	\$500	1231 Goldsmith
40	REC 23-TRL	MI	2023	Big Tex	Trailer 30SA-08BK4RG	16V1U1116P3235957	ACV	\$2,380	\$500	\$500	525 Farmer
41	DMS 23-001	MI	2023	Wanco	Arrow Board Trailer	WTSP55-LSA	ACV	\$5,475	\$500	\$500	1231 Goldsmith
42	FD 22-1761	MI	2022	Rosenbauer Pumper	Cab Over	54F2FBCW7NWM13415	AV /RC	\$645,156	\$500	\$500	201 S Main St
43	REC 23-10	MI	2023	Ford	F250 Superduty	1FT7X2BA2PED57074	ACV	\$50,871	\$500	\$500	1231 Goldsmith
44	PD 24-56	MI	2024	Chevrolet	Tahoe	1GNSKLEDXRR237658	AV /RC	\$65,000	\$500	\$500	201 S Main St

# Automobile - Fleet List

City of Plymouth

July 1, 2025

Veh #	Dept. #	State	Year	Make	Model	VIN #	Valuation	Cost New	Comp Ded.	Coll Ded.	Location
45	PD 24-55	MI	2024	Chevrolet	Tahoe	1GNSKLED7RR236497	AV /RC	\$65,000	\$500	\$500	201 S Main St
46	DB 24-53	MI	2024	Chevrolet	Equinox	3GNAXSEG3RL228939	ACV	\$29,240	\$500	\$500	201 S Main St
47	TRL 25-15	MI	2025	PJ	Tandem Axle Channel Utility Trailer	3CV1U2420S2671501	ACV	\$7,000	\$500	\$500	201 S Main St
48	TRL 24-16	MI	2024	Big Tex	Trailer	16V1W151XR2318028	ACV	\$3,258	\$500	\$500	201 S Main St
49		MI	2025	Ford	F350	1FT8W3BA2SEC67882	ACV	\$52,893	\$500	\$500	1231 Goldsmith

Department Abbreviations:

PD =Police Dept.

FD -Fire Dept.

CC =Cultural Center

CD =Community Development

DMS =Dept. of Municipal Services

Total Value

\$4,629,069

Non-emergency vehicles under \$100k in value are no longer eligible for RC Valuation. Switching to ACV.



# Inland Marine - Coverage Review

City of Plymouth

July 1, 2025

Inland Marine	Arch	Comments
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## Basic Policy Information

Scheduled Equipment	\$3,859,875	\$1,000 Deductible
Street Lights (Various Locations)	\$1,506,592	\$1,000 Deductible
Miscellaneous Unscheduled (subject to max of \$5,000 per item)	\$400,000	\$2,500 Deductible

## Coverage Form and Valuation

Valuation	Replacement Cost for Items < 20 Years Old All Other is ACV (Actual Cash Value)	
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# Scheduled Equipment

City of Plymouth

July 1, 2025

Item #	Year	Model	Manufacturer	Type / Description	Serial #	Amount of Insurance
DMS006	1996	185	Ingersoll-Rand	Air Compressor	269782VJH327	\$10,500
AED	2011			AED		\$22,000
City Hall				ADA Doors		\$30,000
DMS 99-2020D	2020	#11	Crysteel	Salt Box attachment for Swaploader		\$28,615
DMS 99-2020L	2020	#1235 Gal	Monroe	Anti-Ice Brine Tank attachment for Swaploader		\$24,200
DMS 99-2020S	2020	#12	Supreme	Job Box attachment for Swaploader		\$28,995
DMS 99-2020T	2020	#MCV-120-84-56	Monroe	Dump Box attachment for Swaploader		\$20,800
DMS002	2002	Light Source	Ingersoll-Rand	Light Tower	4FVLSDBA72U327046	\$9,400
DMS005	1995	Lincoln	American	Sweeper	470190	\$18,750
DMS023	1998	763	Ingersoll-Rand	Bobcat	51223576	\$30,000
DMS108	2003	221D	Case	Loader	1038803	\$59,350
DMS127	2008	930H	CAT	Loader	0930HHDHC00988	\$145,150
DMS142	2002	HLF25-11	Hyundai	Hi-lo	5B51032	\$21,600
DMS146	2016	1390 HD	Brush Bandit	Chipper	4FMUS1513GR501156	\$27,980
DMS150		SDT800	Hurco	Valve Turner		\$26,400
DMS23-50	2023	420XE	Caterpillar	Backhoe	H9X02926	\$160,752
FD	2011	51SLES	EF JOHNSON	8 Prep Radios @ \$13,000 each		\$104,000
FD	2024		MSA	23 SCBA System including Air Packs/Tanks		\$250,000
FD	2011	Tempest PPV Fan	Tempest	2 PPV Fans @ \$2,600 each		\$5,200
FD	2011	Thermal Imaging Camera - Not Mounted	MSA	Thermal Imaging Camera		\$12,000
FD	2019			Hose/Couplings		\$67,000
FD	2019	UniMac Industrial Grade 45 lbs. Gear Washer			UWT045N1OL	\$10,259
FD	2019	UniMac Gear Dryer			UTGR	\$6,676
FD	2021	K-2	FLIR	5 Thermal Imaging Cameras @ 1,720 each	73727170	\$8,600
FD	2015, 2018 & 2022	Senit Gas Meters	Sensit	3 Gas Meter 3 @ \$2,200 each		\$6,600
FD	2018	Motorola Radios	Motorola	33 Radios @ \$7,000 each		\$231,000
FD	2018	Motorola Batteries	Motorola	14 Batteries @ \$200 each		\$2,800
FD	2011	Negative Pressure Fan	SuperVac	2 Negative Pressure Fans @ \$1,400 each		\$2,800
FD		Ventilation Saws		3 Ventilation Saws @ \$3,100 each		\$9,300
FD		Rotary Saws		3 Rotary Saws @ \$3,800 each		\$11,400
FD		Chain Saws		2 Chain Saws @ \$400 each		\$800
FD		AED Lifepak CR2	AED	6 AED Lifepak CR2 @ \$2,300 each		\$13,800
FD		Flashlights (Stream Light)	Stream Light	15 Flashlights @ \$75 each		\$1,125
FD		Rit Packs	Rit	2 Rit Packs @ \$400 each		\$800
FD		Seek Thermal Imaging Cameras	Seek	6 Thermal Imaging Cameras @ \$1,000 each		\$6,000
FD		Supervac PPV Fan (Battery Powered)	Supervac			\$6,800
FD		Panasonic Toughbooks	Panasonic	2 Toughbooks @ \$3,000 each		\$6,000

## Scheduled Equipment

City of Plymouth

July 1, 2025

Item #	Year	Model	Manufacturer	Type / Description	Serial #	Amount of Insurance
FD		Ipad Tablets	Ipad	2 Ipads @ \$1,200 each		\$2,400
Gator	2006	Gator TS	John Deere	Golf Cart 6x4	W006X4X076765	\$7,000
PD	2022	BWI-H/S-4005	Utility	In-Car Video System 6 @ \$16,630 each		\$99,780
PD	2022	BW-H/S-4005	Utility	Body Worn Camera & Mount Bundle 10 @ \$7,220 each		\$72,200
PD	2022	CAD-I-4001	Utility	CAD Activation System Integration		\$15,000
REC	2023	GS-2632P 207050	Genie	Scissor Lift	GS32P-207050	\$23,752
	2018	Zamboni	552AC	Zamboni	55AC11837	\$136,289
	2024	Snowrator	Boss	Stand On Snow Plow	412836414	\$15,900
DMS23-149	2023	AX 17	Vermeer	Chipper		\$105,000
		908 M	CAT		CH8804188	\$120,000
DMS RL 24-6	2024	SL100	StageLine	Trailer	2N9SBEBB4RA045409	\$246,110
FD	2025			Fire Blanket		\$1,400
FD			Microsoft	2 Surface Pr0		\$1,000
FD	2024	Lunar	MSA	6 Cameras & Charging Bank		\$15,000
FD	2012	Revolveair	Scott	Fill Station & Compressor		\$65,000
		Street Lights				\$1,506,592
<b>Total</b>						<b>\$3,859,875</b>



Public Officials Liability - Coverage Review

City of Plymouth  
July 1, 2025

Public Officials Liability	Trident	Comments
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Basic Policy Information

Per Wrongful Act	\$1,000,000	\$2,500 Deductible
Annual Aggregate	\$4,000,000	
Retroactive date (Claims Made)	7/1/1985	

Additional Coverages

Non-Monetary Defense Limit	\$25,000/\$50,000	\$2,500 Deductible
Inverse Condemnation	\$100,000/\$300,000	\$2,500 Deductible

# Employment Practices Liability - Coverage Review

City of Plymouth

July 1, 2025

Executive Liability	Trident	Comments
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## Limits of Liability

Per Wrongful Employment Act	\$1,000,000	\$5,000 Deductible
Annual Aggregate	\$4,000,000	
Non-Monetary Defense per Wrongful Act / Aggregate	\$50,000 / \$50,000	\$5,000 Deductible
EEOC Wrongful Act / Aggregate	\$10,000 / \$50,000	\$2,500 Deductible
Back Wages	\$50,000	\$10,000 Deductible
Retroactive Date (Claims Made)	7/1/1985	

# Law Enforcement Liability - Coverage Review

City of Plymouth

July 1, 2025

Law Enforcement Liability	Trident	Comments
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## Basic Policy Information

Per Wrongful Act	\$1,000,000	\$5,000 Deductible per wrongful act
Annual Aggregate	\$4,000,000	

## Additional Coverages

Broad Form Named insured	Included	
Canine & Equine Exposures	Included	
Civil Rights Violations	Included	
False Arrest / Wrongful Imprisonment	Included	
False or Improper Service or Process	Included	

# Umbrella / Excess Liability - Coverage Review

City of Plymouth

July 1, 2025

Umbrella / Excess Liability	Trident	Comments
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## Limits of Liability

Annual aggregate	\$10,000,000	Self Insured Retention \$0
Each Occurrence, Accident, or Wrongful Act	\$10,000,000	

## Coverage Features

"Indemnify" / "Pay on behalf of"	"Pay on behalf of"	
Excess Form or Umbrella Form	Excess	

## Schedule of Underlying Insurance

General Liability / EBL	\$1,000,000 Occurrence \$4,000,000 Aggregate	
Public Officials Liability	\$1,000,000 Occurrence \$4,000,000 Aggregate	
Employment Practices Liability	\$1,000,000 Occurrence \$4,000,000 Aggregate	
Law Enforcement Liability	\$1,000,000 Occurrence \$4,000,000 Aggregate	
Commercial Automobile Liability	\$1,000,000 Occurrence	

# Crime - Coverage Review

City of Plymouth

July 1, 2025

Crime	Arch	Comments
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## Limits of Liability

Public Employees Dishonesty	\$100,000 (per EE)	\$1,000 Deductible
Faithful Performance of Duty	Included	
Theft Money & Securities Inside & Outside Limit	\$50,000	\$500 Deductible Increased from \$250
Robbery & Safe Burglary Inside & Outside Limit	\$50,000	\$500 Deductible Increased from \$250
Forgery & Alteration	\$50,000	\$500 Deductible Increased from \$250
Computer & Funds Transfer Fraud	\$100,000	\$1,000 Deductible

## Miscellaneous

Public Employees Blanket Coverage Endorsement - Insuring Agreement 2 & 4	Included	
Include Designated Persons or Classes of Persons as Employees (City Manager, Deputy Treasurer, Deputy Clerk, Finance Director)	Included	

# Liquor Liability - Coverage Review

City of Plymouth

July 1, 2025

Liquor Liability	Star Insurance Company	Comments
<b>Basic Policy Information</b>		
Aggregate	\$500,000	
Each Common Cause	\$500,000	
Terrorism	Excluded	
<b>Liquor Sales</b>	<b>25 - 26</b>	<b>24 - 25</b>
Liquor Liability - Caterers	\$20,000	\$20,000

# Athletic Accident Policy - Coverage Review

City of Plymouth

July 1, 2025

Athletic Accident Policy	Mutual of Omaha Option	Comments
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## Limits of Liability

Class 1- All Registered Youth and Adult Participants and Volunteer Coaches Named:	570 Eligible Persons	Expiring was 485 eligible persons
Accidental Death Benefit Max	\$15,000	
Accidental Dismemberment Benefit Max	\$15,000	
Overall Accident Medical Expense Max	\$25,000	
Dental Maximum	Not to exceed 100% of the Allowed Expense Injury	
Maximum Payable under each policy benefit	\$250,000 Aggregate	
Deductible	\$100 Deductible per Injury	
Covered Activities	T-Ball, Cornhole, Pickleball, Adult Hockey, TumbleBunnies & Tai Chi	

## Miscellaneous

Subrogation and Right of Recovery	N / A	
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# Premium Summary

City of Plymouth

July 1, 2025

Coverage	2024 - 25 Expiring	2025 - 26 Renewal	% Change	Notes
<b>Property &amp; Equipment Breakdown</b>	<b>Trident</b>	<b>Trident</b>		
Exposure (TIV)	\$ 43,981,354	\$ 44,496,014	1.17%	Property Claims paid for \$94,000
Rate	\$ 0.221	\$ 0.236	6.51%	
<b>Premium</b>	<b>\$ 97,286</b>	<b>\$ 104,834</b>	<b>7.76%</b>	
<b>General Liability</b>	<b>Trident</b>	<b>Trident</b>		
<b>Premium</b>	<b>\$ 35,401</b>	<b>\$ 39,422</b>	<b>11.36%</b>	CGL Claim reserved for \$80,000
<b>Employment Practices Liab</b>	<b>Trident</b>	<b>Trident</b>		
<b>Premium</b>	<b>\$ 13,571</b>	<b>\$ 16,852</b>	<b>24.18%</b>	Budget Increased 2% over last year
<b>Public Officials Liability</b>	<b>Trident</b>	<b>Trident</b>		
<b>Premium</b>	<b>\$ 7,696</b>	<b>\$ 9,140</b>	<b>18.76%</b>	
<b>Law Enforcement Liability</b>	<b>Trident</b>	<b>Trident</b>		
<b>Premium</b>	<b>\$ 29,971</b>	<b>\$ 31,470</b>	<b>5.00%</b>	
<b>Auto</b>	<b>Trident</b>	<b>Trident</b>		
Exposure (Units)	50	49	-2.00%	
Rate	\$ 1,408.32	\$ 1,440.29	2.27%	
Auto Liability & Physical Damage Premium	\$ 70,416	\$ 70,574	0.22%	
<b>Umbrella</b>	<b>Trident</b>	<b>Trident</b>		
<b>Premium</b>	<b>\$ 30,192</b>	<b>\$ 33,362</b>	<b>10.50%</b>	
<b>Inland Marine</b>	<b>Trident</b>	<b>Trident</b>		
Exposure (Units)	\$ 1,707,873	\$ 3,739,875	118.98%	Street Lights moved from Property to IM
Rate	\$ 0.222	\$ 0.192	-13.28%	
<b>Premium</b>	<b>\$ 3,788</b>	<b>\$ 7,193</b>	<b>89.89%</b>	
<b>Crime</b>	<b>Trident</b>	<b>Trident</b>		
<b>Premium</b>	<b>\$ 1,001</b>	<b>\$ 1,001</b>	<b>0.00%</b>	
<b>Total Package Premium</b>	<b>\$ 289,322</b>	<b>\$ 313,848</b>		<b>Composite Rate Increase 6.5%</b>
<b>Liquor Liability</b>	<b>Star Insurance Co</b>	<b>Star Insurance Co</b>		
<b>Premium</b>	<b>\$ 774</b>	<b>\$ 774</b>	<b>0.00%</b>	
<b>Cyber Liability</b>	<b>TMHCC</b>	<b>TMHCC</b>		
<b>Premium</b>	<b>\$ 7,799</b>	<b>\$ 7,799</b>	<b>0.00%</b>	
<b>Athletic Accident Policy</b>	<b>Mutual of Omaha</b>	<b>Mutual of Omaha</b>		24/25 Participant Count: 485 25/26 Participant Count: 570 Increase 17.53%
<b>Premium</b>	<b>\$ 5,425</b>	<b>\$ 6,230</b>	<b>14.84%</b>	
<b>Public Officials Bond</b>	<b>Auto Owners</b>	<b>Auto Owners</b>		Bond is for: Clerk: Maureen Brodie Treasurer: John Scanlon
<b>Premium</b>	<b>\$ 461</b>	<b>\$ 461</b>	<b>0.00%</b>	
<b>Grand Total Premium</b>	<b>\$ 303,781</b>	<b>\$ 329,112</b>	<b>8.34%</b>	

Terrorism Premium  
Rejected for 24 - 25

Disclaimer: This proposal contains only an overview of the insurance coverages set forth herein. It is your responsibility to carefully and completely review any insurance policy placed by Hub International Midwest on your behalf for coverages, conditions and exclusions. In the event of any inconsistency between this proposal and the terms of any policy placed on your behalf by Hub International Midwest, the terms of the policy will prevail.

If coverage placed with a non-admitted carrier, it is doing business in the state as a Surplus Lines or non-admitted carrier and is neither subject to the same regulations as an admitted carrier nor do they participate in any state insurance guarantee fund. Hub International makes no representations and warranties concerning the solvency of any Surplus Lines or non-admitted carrier, nor does it make any representation or warranty concerning the rating of the carrier which may change.

## A. M. Best Rating Information

A.M. Best is the most widely recognized authority on the evaluation and rating of insurance companies based in part upon their financial strength and policyholders service. The Best's rating for the company(s) we are including in this proposal are:

Company Name	Rating	Financial Size	Date of Rating
Arch Insurance Company (Trident - Property)	A+	XV	March 7, 2025
Argonaut Insurance Company (Trident)	A-	XIV	April 24, 2025
Auto Owners Insurance Company	A+	XV	October 31, 2024
Hartford Steam Boiler (Trident - Equipment Breakdown)	A++	XI	August 7, 2024
Mutual of Omaha	A+	XV	March 13, 2025
Star Insurance Company	A	XV	April 19, 2025
Tokio Marine Houston Casualty Co	A++	XV	November 8, 2024

As professional agents it has long been our established policy to make every effort to deal only with companies having a Best's Rating of A++, A+, A or A-, which are the four highest ratings available, and a minimum of \$50 million in Policyholders' Surplus. **It must be noted that neither HUB International nor any affiliated company guarantees the financial solvency of any insurance carrier.** The following list outlines the A. M. Best Company rating scale and associated descriptions.

### Financial Strength Ratings

An A.M. Best's Financial Strength Rating is an opinion of an insurer's ability to meet its obligation to policyholders.

A.M. Best Rating			
A++, A+	Superior	C, C-	Weak
A, A-	Excellent	D	Poor
B++, B+	Very Good	E	Under Regulatory Supervision
B, B-	Good	F	In Liquidation
C++, C+	Marginal		

### Financial Size Categories

A.M. Best assigns each letter rated insurance company a Financial Size Category. This is designed to provide a convenient indicator of the size of a company in terms of its statutory surplus and related accounts.

Financial Size Categories (In millions of U.S. dollars)			
Class I	Up to 1	Class IX	250 to 500
Class II	1 to 2	Class X	500 to 750
Class III	2 to 5	Class XI	750 to 1,000
Class IV	5 to 10	Class XII	1,000 to 1,250
Class V	10 to 25	Class XIII	1,250 to 1,500
Class VI	25 to 50	Class XIV	1,500 to 2,000
Class VII	50 to 100	Class XV	Greater than 2,000
Class VIII	100 to 250		

## RESOLUTION

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

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

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

WHEREAS The annual property and liability insurance renewal will soon be due and the expected total premium quoted by HUB International (excluding any adjustments through the upcoming the year) is \$329,112 and includes supplemental policies of Liquor Liability, Cyber Liability, Athletic Accident and Public Official Bond.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize payment of the Commercial Property and Liability Insurance Package annual premiums to HUB International Midwest in an amount not to exceed \$329,112 (excluding any adjustments through the upcoming year) Funding for these premiums are authorized from the various funds as determined by the City's budget.



## 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: Paul J. Sincok, City Manager  
CC: *S:\Manager\Sincok Files\Authorization to purchase LED Lighting Fixtures for Cultural Center - Shaw Construction - 06-16-25.docx*  
Date: June 11, 2025  
RE: Authorization to purchase – Arena LED Lighting Fixtures

---

### Background

The City Commission previously approved a lighting upgrade project at the Plymouth Cultural Center to replace lighting fixtures with new LED Fixtures. This purchase fits within the goals of the Strategic Plan for sustainable infrastructure with the key objective of being “eco-friendly.”

The Recreation Department put out bid specs on the new fixtures and there were two bidders. The low bid is from Shaw Construction in the amount of \$23,663.77. We have attached a memorandum from Steve Anderson, which further outlines the process used to obtain the bids and the specifications. Further, Steve has outlined how the County Recreation Millage will fund the vast majority of this project.

### Recommendation

The City Administration recommends that the City Commission approve the bid from Shaw Construction in the amount of \$23,663.77 for new LED Lighting fixtures for the Plymouth Cultural Center. We have attached background information for the City Commission to review. There were two bids on this project and Shaw Construction was the lowest bidder.

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 either Steve Anderson or myself.





# CITY OF PLYMOUTH

www.plymouthmi.gov

Recreation Department  
Plymouth Cultural Center  
525 Farmer  
Plymouth, MI 48170

Phone 734-455-6620

## Memo

To: Paul Sincoc, City Manager

From: Steve Anderson, Recreation Director *SA*

CC:

Date: 6/10/2023

Re: PCC Arena LED Lighting Fixtures – Wayne County Parks Millage Funds

As you are aware, the City Commission has previously approved an Intergovernmental Agreement (IGA) with Wayne County for the 2025 Parks Millage Funds in the amount of \$23,181.00 to upgrade the lighting system at the Cultural Center Arena.

We put out bid specs on dimmable LED fixtures from RAB Lighting. RAB is the same manufacturer we used for the walkway and security lighting around the Cultural Center as well as the entire Cultural Center LED retrofit last year. We have found the RAB fixtures to be very intuitive and easy for the staff to adjust if needed. We bid out 47 adjustable 300-to-500-watt fixtures, all with Bluetooth dimming modules and pre-installed 277v twist lock plugs on the cord for easy installation.

The two bidders on the project were Green Electrical Solutions and Shaw Construction. Shaw came in as the low bidder on both the fixtures and the Bluetooth modules. All shipping was also included in the bid. Please see attached bid tabulation. The bid opening was attended by me and Hannah Knight. The bid was advertised as required within a public newspaper publication, as well as list serve blasted and posted on the City bid packet web page.

The funding for the project will come from the Rec Capital Improvement Funds (802) and will be reimbursed upon project completion and submittal to Wayne County. The small overrun of \$482.77 will be absorbed by the recreation operating fund. We usually try to go slightly over the allocated County millage amount, so we don't leave any money on the table.

We would recommend accepting the bid from Shaw Construction for the total amount of \$23,663.77.

If you have any questions, feel free to contact me at any time.

# UNOFFICIAL BID RESULTS

**Bid Opening:**

**Date/Time:**

2025 PCC Arena LED Lighting Project

Wednesday, June 4, 2025 11:15 a.m.

Attendees: Steve Anderson

Hannah Knight

<b>BIDDER:</b>		<b>SHAW Construction &amp; Management Co.</b>	<b>Green Electrical Solution</b>		
<b>RAB LED FIXTURES AND BLUETOOTH DIMMING ACCESSORIES</b>					
RAB Model #: H17XXL/6CP2 (RAB LED High Bay Fixtures)	PER UNIT COST	\$444.73	\$560.71		
RAB Model#: MVS50/LCB (RAB Multi-Function Lightcloud Blue Wireless Accessory)	PER UNIT COST	\$57.94	\$60.73		
RAB Model #: ZDIM/LCB (RAB Lightcloud Blue Wireless Lighting Controller)	PER UNIT PRICE	\$38.28	\$40.95		

# Detroit Legal News

**Remit payment to:**

165 Kirts Blvd • Suite 300 • Troy, Michigan 48084  
(248) 577-6100 • Fax (248) 577-6111

CITY OF PLYMOUTH / MAUREEN  
ATTN: MAUREEN BRODIE  
201 S. MAIN

PLYMOUTH MI 48170

INVOICE NO.

1850827

INVOICE DATE

5/29/2025

ACCOUNT NO.

DS06593

AMOUNT ENCLOSED

\$

FILE NO.

1850827

TOTAL DUE

75.44

TO ENSURE PROPER CREDIT, PLEASE RETURN TOP PORTION WITH PAYMENT

DESCRIPTION	TRANSACTION AMOUNT
DISPLAY AD: 2 x 2.522"	
DETROIT LEGAL NEWS	
LEAD: NOTICE TO BIDDERS	
2025 PCC ARENA LED LIGHTING	
5/20 1X	50.44
AFFIDAVIT FEE	25.00
FROM: MAUREEN BRODIE	
	75.44
<i>REQ# 23322</i> <i>MB 6/9/2025</i> <i>208-261-900-000</i>	

ACCOUNT NO.

DS06593

INVOICE NO.

1850827

INVOICE TOTAL

75.44

## Detroit Legal News





## NOTICE TO BIDDERS CITY OF PLYMOUTH



Notice is hereby given that the City of Plymouth, Michigan will accept sealed bids up until 11:00 a.m., Wednesday, June 4, 2025. The bid opening will be at 11:15 a.m., Wednesday, June 4, 2025 for the following:

### **2025 PCC ARENA LED LIGHTING PROJECT**

Specifications and bid documents are available at the city hall during normal business hours. You may also download a copy of the documentation from the City's web site at:  
**<http://www.plymouthmi.gov>**

The City of Plymouth reserves the right to accept or reject any or all bids, in whole or in part, and to waive any irregularities.

Maureen Brodie - City Clerk  
City of Plymouth  
201. S. Main  
Plymouth, MI 48170

## **RAB LED FIXTURES AND BLUETOOTH DIMMING ACCESSORIES**

**Alternate LED and Bluetooth dimming accessories other than listed will NOT be accepted.**

**\*\*\*Delivery of all fixtures, accessories and controller to the Plymouth Cultural Center, 525 Farmer, Plymouth MI, 48170 is to be included in per unit pricing.**

### **RAB LED High Bay Fixtures**

Model #: H17XXL/6CP2

Fixture options to include:

- With mounting hook
- Adjustable Color temp - 3000k/4000k/5000K
- Adjustable Light Output - 500W/400W/300W
- Finish - White
- Driver - 120-277, 0-10V Dimming
- Cord - 6' Cord & 277 Plug

**47 total fixtures**

### **RAB Multi-Function Lightcloud Blue Wireless Accessory**

Model #: MVS50/LCB

Accessory options to include:

- Accessory to be compatible with fixture H17XXL
- Driver = 12VDC
- Detection Height of 50 ft
- Color - White
- Accessory to be compatible with Lightcloud Blue dimming system

**47 total fixtures**

### **RAB Lightcloud Blue Wireless Lighting Controller**

Model #: ZDIM/LCB

To be compatible with:

- Model #: H17XXL/6CP2 lighting fixture
- Model #: MVS50/LCB Lightcloud Blue lighting accessory

**Qty 1 (One unit)**

# City of Plymouth Proposal Form

## 2025 PCC ARENA LED LIGHTING PROJECT

**Completed bid packet due to City Clerk by: 11:00 a.m., Wednesday, June 4, 2025**

- ☐ Please provide pricing per unit price for LED fixtures, accessories and controller
- ☐ Completed Non-Collusion Affidavit
- ☐ Submit three (3) copies of the proposal form.

Bidder Company Name:	
Address:	
Phone Number:	
Email Address:	
Contact Person:	

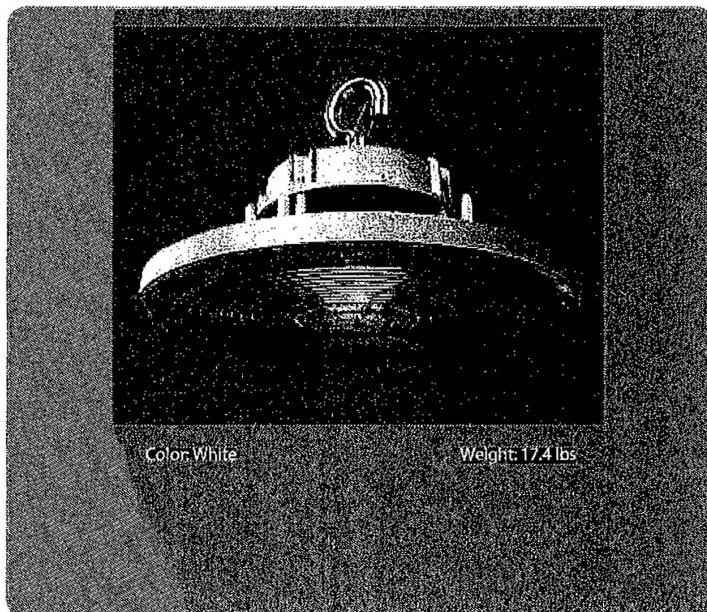
<b>Bid Pricing</b> <b>For LED Lighting Equipment (Delivery included in per unit cost)</b>	
RAB Model: <b>H17XXL/6CP2</b> (High Bay LED Fixture) <b>PER UNIT COST</b>	\$
RAB Model: <b>MVS50/LCB</b> (wireless dimming accessory) <b>PER UNIT COST</b>	\$
RAB Model: <b>ZDIM/LCB</b> (wireless dimming controller) <b>PER UNIT PRICE</b>	\$

I affirm that I have the authority to submit this bid to the City of Plymouth for the items specified on the attached sheet. I propose to supply the materials and labor to the city as outlined in this proposal in a timely manner.

Signature of Authorized Agent:	
Printed Name of Authorized Agent:	
Date:	

# H17XXL/6CP2

**RAB**



Color: White

Weight: 17.4 lbs

Project:

Type:

Prepared By:

Date:

## Driver Info

Type	Constant Current
120V	4.00A/3.33A/2.50A
208V	2.31A/1.92A/1.44A
240V	2.00A/1.67A/1.25A
277V	1.73A/1.44A/1.08A
Input Watts	292.9-489.8W

## LED Info

Watts	500/400/300W
Color Temp	3000/4000/5000K
Color Accuracy	81-84 CRI
L70 Lifespan	100,000 Hours
Lumens	49,020-79,203 lm
Efficacy	147.3-178 lm/W

## Technical Specifications

### Field Adjustability

#### Field Adjustable:

Field Adjustable Light Output:

500W/400W/300W (factory default 500W)

Color temperature selectable by 3000K, 4000K and 5000K (factory default 4000K)

### Compliance

#### UL Listed:

Suitable for wet locations

#### IESNA LM-79 & LM-80 Testing:

RAB LED luminaires and LED components have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80.

#### IP Rating:

Ingress protection rating of IP65 for dust and water

#### DLC Listed:

This product is listed by Design Lights Consortium (DLC) as an ultra-efficient premium product that qualifies for the highest tier of rebates from DLC Member Utilities. Designed to meet DLC 5.1 requirements.

DLC Product Code: S-YB69RP

### Electrical

#### Driver:

500W: Constant Current, Class 1, 120-277V, 50/60Hz,

120V: 4.00A, 208V: 2.31A, 240V: 2.00A, 277V: 1.73A

400W: Constant Current, Class 1, 120-277V, 50/60Hz,

120V: 3.33A, 208V: 1.92A, 240V: 1.67A, 277V: 1.44A

300W: Constant Current, Class 1, 120-277V, 50/60Hz,

120V: 2.50A, 208V: 1.44A, 240V: 1.25A, 277V: 1.08A

#### Dimming Driver:

Driver includes wiring for 0-10V dimming systems.

Dim as low as 10%.

#### Power Factor:

500W: 99.7% at 120V, 95.5% at 277V

400W: 99.6% at 120V, 94.3% at 277V

300W: 99.4% at 120V, 91.8% at 277V

#### Surge Protection:

L-N: 6kV

L-N-PE: 10kV

### LED Characteristics

#### LEDs:

Long-life, high-efficacy, surface-mount LEDs

#### Color Consistency:

7-step MacAdam Ellipse binning to achieve consistent fixture-to-fixture color

### Color Uniformity:

RAB's range of Correlated Color Temperature follows the guidelines of the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2017.

### Construction

#### Cold Weather Starting:

The minimum starting temperature is -40°C (-40°F)

#### Ambient Temperature:

Max Power Temp Rating: 50°C (122°F)

Middle Power Temp Rating: 57°C (135°F)

Low Power Temp Rating: 63°C (145°F)

#### Housing:

Precision die-cast aluminum

#### Lens:

Polycarbonate lens

#### Reflector:

Polycarbonate and Aluminum (Reflector Accessories Sold Separately)

#### Cord & Plug:

6 ft cord and NEMA 7-15P plug for 277V only

**Technical Specifications (continued)****Finish:**

Formulated for high durability and long-lasting color

**Green Technology:**

Mercury and UV free. RoHS-compliant components.

**Installation****Mounting:**

Comes standard with a hanging hook and a 6-foot cord. Heavy-duty 3/4"-14 NPT hook and 3/4"-14 pendant mount capable (pendant by others)

**Other****Compatible Products:**

H17 Field-Adjustable High Bay Accessories

**5 Yr Limited Warranty:**

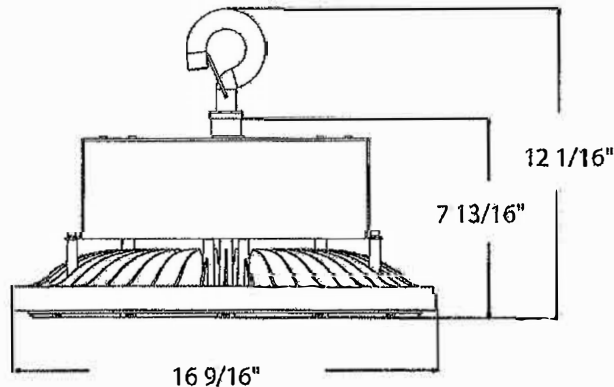
The RAB 5-year, limited warranty covers light output, driver performance and paint finish. RAB's warranty is subject to all terms and conditions found at [rablighting.com/warranty](http://rablighting.com/warranty).

**Performance****Wattage Equivalency:**

500W: Equivalent to 1500W MH

400W: Equivalent to 1500W MH

300W: Equivalent to 1500W MH

**Dimensions****Features**

- DLC Premium listed
- 100,000-hour LED Life
- 0-10V dimming standard
- 5-Year, limited warranty

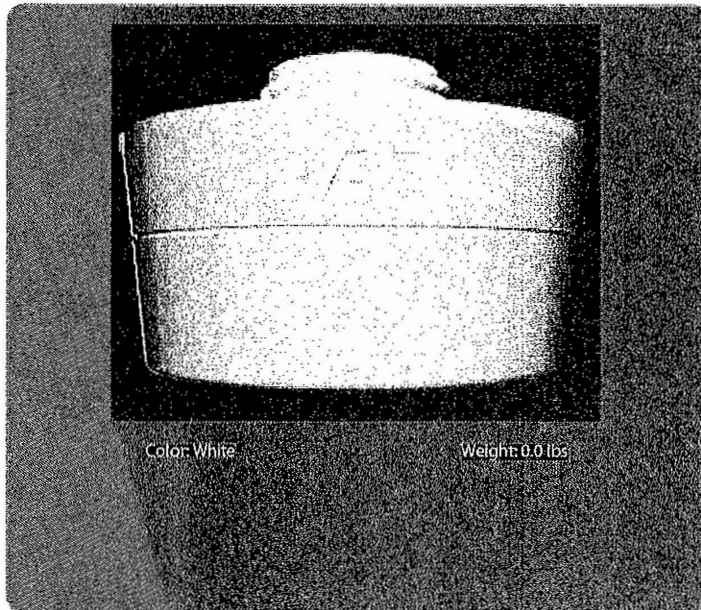
# H17XXL/6CP2

**RAB**

## Ordering Matrix

Family	Wattage	Mounting	Color Temp	Finish	Driver	Options
H17	XXL					/6CP2
	S = 100/80/60W Blank = 150/120/100W XL = 240/200/150W XXL = 500/400/300W	Blank = Hook	Blank = 3000/4000/5000K CCT Adjustable	B = Black Blank = White	Blank = 120-277V, 0-10V Dimming /480 = 480V, 0-10V Dimming	Blank = No Option /6CP = 6' Cord & 120V Plug /6CP2 = 6' Cord & 277V Plug /6CPT4 = 6' Cord & 480V Plug /LCBS = Lightcloud Blue w/PIR Sensor





Color: White

Weight: 0.0 lbs

Project:

Type:

Prepared By:

Date:

## Technical Specifications

### Performance

#### Product Type:

Low Voltage Occupancy Sensor

#### Description:

Line voltage screw-in sensor, motion detection and daylight sensing.

#### L70 Lifespan:

50,000-Hour LED lifespan based on IES LM-70 results

### Electrical

#### Input Voltage:

12V

#### Operating Frequency:

50/60Hz

#### Input Current @ 120V (mA):

30mA

#### Operating Temperature:

-4°F to 140°F (-20°C to 60°C)

### Sensor Settings

#### Sensor Connection Type:

Pogo pin

#### Max Mounting Height:

50 ft

#### Detection Range:

50 ft diameter mounted at 50 ft

#### Sensor Technology:

Microwave (MVS)

#### Default Setting:

Motion Sensitivity: High  
Brightness when triggered : 100%  
Hold time: 20 minutes  
Standby to dim: 20%  
Standby time: 1 minute  
When vacant: Off  
Daylight: Disabled

#### Adjustable Sensor Settings:

Yes, using the MSR1 Remote (sold separately)

Standby to dim: 10%/20%/30%/50%

#### Standby time:

0s/10s/30s/1min/5min/10min/30min/60min/+∞

#### Daylight Threshold:

2Lux/10Lux/30Lux/50Lux/80Lux/120Lux/Disable

### Construction

#### Shape:

Round

#### Finish:

White

#### Enclosure Material:

Plastic

### Compliance

#### Environment:

Suitable for use indoors and outdoors in dry, damp, or wet environments.

#### IP Rating:

IP66

#### Certification Model Number:

MVS50

#### California Title 20 Compliant:

No

#### California Title 24 JAB Compliant:

No

#### California Energy Commission (CEC) Status:

Lawful for Sales in California

#### RoHS:

Mercury and UV free. RoHS-compliant components.

#### FCC:

Complies with Part 15 of the FCC Rules

**Technical Specifications (continued)****Other****Compatible Products:**H17 Field-Adjustable High BayRBAY17 Field-Adjustable High BayVAN17 3-Way Adjustable CanopyPARK34 Field-Adjustable Garage Light

Requires RAAS; RAASB:

SHARK Field-Adjustable Linear WashdownSEAL Field-Adjustable WashdownGUS 12

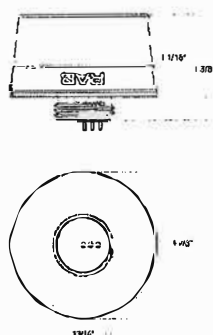
Linear wrap

SR Field-Adjustable Strip

Linear strip

**Compatible Accessories:**RAASRight angle arm supportRAASBRight angle arm support**Warranty:**

RAB warrants that our LED products will be free from defects in materials and workmanship for a period of five (5) years from the date of delivery to the end user, including coverage of light output, color stability, driver performance and fixture finish. RAB's warranty is subject to all terms and conditions found at [rablighting.com/warranty](http://rablighting.com/warranty).

**Dimensions****Features**

For use in indoor and outdoor applications in dry, damp or wet environments

Compatible with 0-10V dimming fixtures with auxiliary power supply

Integrated dual technology motion and daylight sensor.

Adjustable sensor settings using MSR1 remote (sold separately)

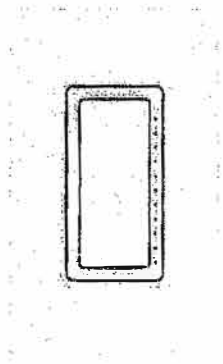
Compatible with various fixtures (high bays, washdown, strips, wraps, wall packs, area, etc.)

MVS50



Ordering Matrix

Family	Driver	Detection Height	Finish	Options
MVS		50		
	Blank = 12VDC	50 = 50 ft 20 = 20 ft	B = Black Blank = White	LCB = Lightcloud Blue Blank = Standard



Color: Matte white

Weight: 0.2 lbs

Project:

Type:

Prepared By:

Date:

## Technical Specifications

### Lightcloud

#### Lightcloud Blue:

Lightcloud Blue is a Bluetooth Mesh wireless lighting control system that allows you to control RAB's various compatible devices. With RAB's patented Rapid Provisioning technology, devices can be quickly and easily commissioned for residential and large commercial applications using the Lightcloud Blue mobile app. Each device in a system can communicate with any other device, eliminating the need for a Gateway or Hub and maximizing the control system's reach.

DLC system - N1XMLOEATBA (Interior);  
NHCZ2BIA17L (Exterior)

Learn more at [www.lightcloud.com](http://www.lightcloud.com).

#### Gateway Required:

No

#### Communication Protocol:

Bluetooth Mesh

#### Range:

Indoor: Up to 60 feet between standard building materials. Building materials such as brick, concrete, and steel construction may require additional Lightcloud Blue devices to extend around an obstruction; Up to 200 feet clear line of sight.

Outdoor: Up to 60 feet clear line of sight; Up to 18 feet around corners

#### Spacing Criteria:

Lightcloud Blue devices should be placed within the specified range to communicate within the Bluetooth Mesh network.

#### Max # of Devices to Control:

Up to 600 devices

#### Factory Reset:

Method 1: Delete from App

Open the app and access the device settings for the paired device. Be sure that the device is online and select 'Delete'.

Method 2: Manual

Press and hold the reset switch until the status indicator blinks red.

#### Status Indicator Light:

Flashing red (1s on/1s off): Device is not provisioned  
Solid green: Device is provisioned

#### Performance

##### Product Type:

Wireless Dimmer

#### Description:

Wireless in-wall switch for on/off and dimming of any Lightcloud Blue-enabled lights.

### Electrical

#### Dimming Control Type:

Wireless

#### Load Switching Capacity:

No load required, for a connected TRIAC/ELV or 0-10V load explore the XDIM family of Lightcloud Blue dimmers.

#### Power Cut Off Switch:

Push in to connect to line voltage.

Pull out to disconnect to line voltage.

Note: after d/p switch adjustment, power device off and then power on again.

#### Input Voltage:

120/277V

#### Operating Frequency:

60 Hz

#### Operating Temperature:

32°F to 104°F (0°C to 40°C)

### Installation

#### Mounting:

Requires a U.S. wallbox with 2 inch depth (recommended) and a minimum depth of 1.46 inches

#### Application Type:

Single-pole or Multi-point control

**Technical Specifications (continued)****Neutral Wire Required:**

Yes

**FCC:**

Complies with Part 15 of the FCC Rules

**Construction****Shape:**

Rectangle

**Finish:**

Matte White

**Enclosure Material:**

Plastic

**Key Type:**

Paddle

**Package Includes:**

- (1) Dimmer
- (1) Face plate bracket
- (1) Back plate
- (2) Mounting screws
- (1) Jumper wire
- (2) 5-pin wiring terminals
- (3) 2-pin wiring terminals
- (5) Connection wires

**Compliance****Listings:**

UL 60730

**Environment:**

Suitable for use indoors in dry and damp environments.

**DLC NLC Listed:**

This product is on the Design Lights Consortium (DLC) Network Lighting Controls (NLC) Qualified Products List and is eligible for rebates from DLC Member Utilities.

DLC system - N1XML0EATBA (Interior);  
NHCZ28IA17L (Exterior)

**Certification Model Number:**

ZDIM/LCB

**California Title 20 Compliant:**

No

**California Title 24 JA8 Compliant:**

No

**California Energy Commission (CEC) Status:**

Lawful for Sales In California

**RoHS:**

Mercury and UV free. RoHS-compliant components.

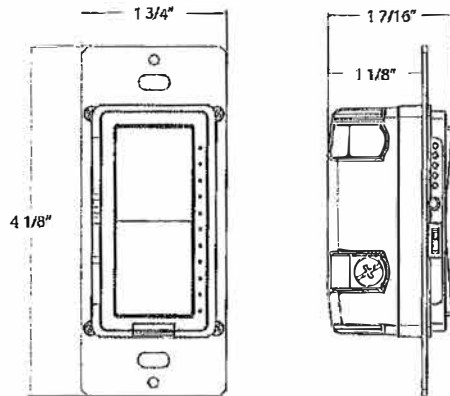
**Other****3 Yr Limited Warranty:**

The RAB 3-year, limited warranty covers light output, driver performance and paint finish. RAB's warranty is subject to all terms and conditions found at [rablighting.com/warranty](http://rablighting.com/warranty)

## ZDIM/LCB

**RAB**

### Dimensions



### Features

- In-wall device for switching and dimming any Lightcloud Blue device
- Dimming features both fade on/off and rapid full-on
- Set the paddle to dim up/down or turn lights on/off
- Control up to 600 Lightcloud Blue-enabled lights with a single switch.
- Neutral wire connection is required.

### Ordering Matrix

Family	Driver	Finish	Options
ZDIM			/LC B
Blank = 120V-277V		Blank = Matte White	LCB = Lightcloud Blue LCBS = Lightcloud Blue w/PIR Sensor



## RESOLUTION

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

WHEREAS The City of Plymouth has adopted a strategic plan which has a goal area of sustainable Infrastructure and a key objective of being "Eco-Friendly," and

WHEREAS There is a need to install new lighting fixtures at the Plymouth Cultural Center Arena, and The City Administration has proposed purchasing new LED Lighting fixtures to meet the Strategic plan of the city, and

WHEREAS The City Administration did accept bids for new lighting fixtures and the lowest bid was From Shawn Construction, and

WHEREAS The vast majority of the funding (\$23,181) for this project is from the Wayne County Millage through an intergovernmental agreement between the City and Wayne County.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorizes the purchase of RAB Lighting Fixtures in accordance with the bid from Shaw Construction for a total amount of \$23,663.77.



## Administrative Recommendation

---

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

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

To: Mayor & City Commission  
From: Paul J. Sincock, City Manager  
CC: S:\Manager\Sincock Files\Memorandum - Authorization for DDA Design Services and Public Engagement - Streetscape - 06-16-25.docx  
Date: June 12, 2025  
RE: Authorization for DDA Streetscape Design Bid Award

---

### Background

In 2024, the DDA Board adopted a five-year strategic action plan, identifying several key goals. A top priority is to "Enhance DDA Aesthetics and Function," with a primary focus on preparing a comprehensive Streetscape Improvement Plan. The DDA Board is looking for a "Blue Sky" approach (*Disney Term*), which is start from the clear "blue sky," don't start with the way that you think things have to be.

A critical component of the DDA Strategic plan is to establish a proactive community engagement strategy as part of the streetscape improvement plan. The DDA Board is committed to involving residents and downtown stakeholders throughout the streetscape planning process. In his July 2024 report to the City Commission Communications Consultant Dennis O'Connor stressed the importance of engaging with *"all sectors of the community. Important stakeholders come from all segments of the community, including parents, neighbors, businesses, non-profit groups, community-based organizations, and others. Cities perform best when all stakeholders are involved."*

One DDA Board member, at the June DDA meeting, pointed out that Doug Griffiths, noted Canadian author and "Community Therapist" says that we need to remember that we are *"building a community that would endure beyond our lifetimes. We aren't building something for ourselves, we are building a community for our kids, grandkids and for generations to come."* Griffiths points out in his book, "13 Ways to Kill Your Community" that *"some communities thrive and grow while others die offering no hope for future generations"* and having infrastructure that will meet the needs of the community 10, 20, and even 50 years forward is critical. Independent broad-based community engagement is necessary for a thriving community. A proactive community engagement program offers multiple opportunities for stakeholders to offer feedback, input and ask questions across various platforms in a way that works for them. Many stakeholders do not have time to attend multiple meetings, and may be reached via survey, pop up tables at events or could be available to attend a focus group. Various platforms offer opportunities for people to engage and offer honest feedback without the concern of reprisal of other

groups with strong or different opinions. Change will happen and we need to direct that change in a way that will be positive and right for the community in the long term. A proactive engagement plan, as noted in the DDA Strategic Plan, with a variety of methods to provide input will help us create a streetscape plan with input from all sectors of the community.

The DDA Board of the late 1980's did plan for an engaging and vibrant future and that is why, in part, the city has been so successful over the decades. It should be noted that our current DDA Streetscape was planned over 33 years ago, with initial construction being completed in the early 1990's. The DDA did a small "refresh" of the streetscape in 2010 to repair several wear and tear issues and to give a boost to the image of downtown. The current DDA Board, in their five-year strategic plan selected a goal of enhancing the DDA District Aesthetics and Function. Further, their priority tasks include: preparing a Streetscape Improvement Plan and a commitment to thoughtful, meaningful community engagement regarding those improvements. The City Commission also prioritized this and set a one-year task in their strategic goals to *"plan for design and community engagement for DDA Streetscape Improvement Plan."*

The DDA Staff, along with input and feedback from DDA board members, developed a Request for Proposals (RFP) for preliminary design and public engagement for a Streetscape Improvement Plan. We received a total of nine responses to our RFP. Staff reviewed the proposals and asked the Board members to come in and review the documents and discuss the proposals with staff in preparation for the June DDA Board meeting. Several members of the Board took advantage of that interactive review, and the staff also sent out all nine proposals to the Board for their review in advance of the meeting.

At their June meeting the DDA Board selected the proposal from the SmithGroup as being the most comprehensive, with relevant project experience, and with the most robust community engagement process. While the DDA Board recommends the consultant group, state law requires that this contract, and expenditure, be approved by the City Commission, as the principal leadership board for the City.

It should be noted that we did apply for a SEMCOG grant in the amount of \$45,000 to help offset some of the costs of the design phase. We anticipate SEMCOG will announce the grant award winners later this month. No matter the outcome of the grant application, funding for this project will be covered by the Downtown Development Authority budget.

We have attached a memorandum from Sam Plymale which should provide significant additional background information on this issue.

## **Recommendation**

The City Administration recommends that the City Commission authorize a professional services contract with the SmithGroup in an amount not to exceed \$164,484. Funding will come from the DDA Budget and have no impact on the General Fund. This project and the public engagement phase are top priorities of the DDA Board and the City Commission.

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 or Sam Plymale.



## Memorandum

**To:** City Commission  
**From:** DDA Director Sam Plymale  
**Date:** 06/10/2025  
**Subject:** 2025 Downtown Streetscape Design Proposal

### BACKGROUND:

In 2024 from March through June, the Plymouth Downtown Development Authority Board of Directors engaged in a thorough strategic planning process to set goals and tasks for the DDA for the next five years. In August of 2024, the DDA Board approved a new Five-Year Strategic Action Plan. One of the main approved goals of the DDA's strategic plan is 'Enhance DDA District Aesthetics & Function'. A top priority task under that goal is 'Prepare a Streetscape Improvement Plan.' 'Create Proactive Community Engagement Plan' is another top priority task, which reflects the DDA Board's commitment to thoughtful, meaningful community engagement regarding streetscape improvements. Two additional main goals of the current Five-Year Strategic Action Plan are 'Improve Parking' and 'Improve Pedestrian Safety,' which would also be part of a comprehensive Streetscape Improvement Plan.

Additionally, the City Commission added 'Plan for design and community engagement for DDA Streetscape Improvement Plan' as a 2025 task under Goal Area Four: Attractive, Livable Community of the City's Five-Year Strategic Plan.

During the early months of 2025, DDA staff developed a Request for Proposals (RFP) for design and community engagement. On April 4, 2025, the Downtown Plymouth 2025 Streetscape Design RFP was issued publicly. The City of Plymouth and DDA held a public bid opening on May 1, 2025, and nine valid proposals were received.

During the month of May, most DDA Board Members reviewed the proposals and met with staff to discuss. DDA and City of Plymouth staff then executed an extensive review of all nine proposals including reference checks. After much review and consideration, the DDA Board voted to award the bid to SmithGroup at the June 9 meeting. SmithGroup's proposal was the most comprehensive, including the most impressive relevant project experience and robust community engagement process. SmithGroup's proposal and the approved DDA resolution are attached for your review.

**RECOMMENDATION:**

Although the DDA Board awarded the 2025 Downtown Plymouth Streetscape Design bid to SmithGroup, due to Michigan Public Act 57 of 2018, any DDA expenditure not specified in the annual approved budget must get approval from the governing body of the municipality. The DDA awarded the proposal bid to SmithGroup for Downtown Plymouth Streetscape Design in the amount of \$164,484. DDA staff recommends that the City Commission approve the expenditure of up to \$164,484 to SmithGroup for their Downtown Streetscape Design and Community Engagement.

In mid-May, DDA staff applied for a planning assistance grant with SEMCOG to potentially offset some of the cost of the streetscape design process. If awarded, the grant would cover up to \$45,000 of the design cost. SEMCOG indicates that they intend to issue those grant awards by July 1, 2025. Staff intends to inform the DDA Board and City Commission once the grants have been awarded and if the City of Plymouth was chosen.

**Attachment(s):** SmithGroup Streetscape Design Proposal and approved resolution from the June 9 DDA Board meeting.



*Resolution from Jun 9 DDA Board Meeting*

**RESOLUTION**

*The following resolution was offered by Director Saenz and seconded by Director Perry.*

- WHEREAS**        *The Plymouth DDA is responsible for the upkeep and improvements to the Downtown Plymouth streetscape, and*
- WHEREAS**        *The Plymouth DDA Board of Directors approved the Five-Year Strategic plan that included high priority goals of ‘Prepare a Streetscape Improvement Plan’ and ‘Create Proactive Community Engagement Plan’ related to any potential streetscape project, and*
- WHEREAS**        *The Plymouth DDA received nine proposals in response to a Request for Proposals (RFP) for design and community engagement work for upgrades to the Downtown Plymouth streetscape, and*
- WHEREAS**        *City of Plymouth and DDA staff have done an extensive review of the nine submitted Downtown Streetscape design proposals, and*
- WHEREAS**        *DDA staff recommends SmithGroup as DDA staff believes SmithGroup has demonstrated the best project experience and laid out the best community engagement plan of the nine plans that were submitted.*

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority Board of Directors does hereby award the 2025 Downtown Plymouth Streetscape Design bid to SmithGroup in the amount of \$164,484. The contract is contingent on the approval of the expenditure by the Plymouth City Commission at a future City Commission meeting.

MOTION PASSED 7-2.

**Approved DDA Board Resolution**



CITY OF PLYMOUTH |  
PLYMOUTH DOWNTOWN DEVELOPMENT AUTHORITY

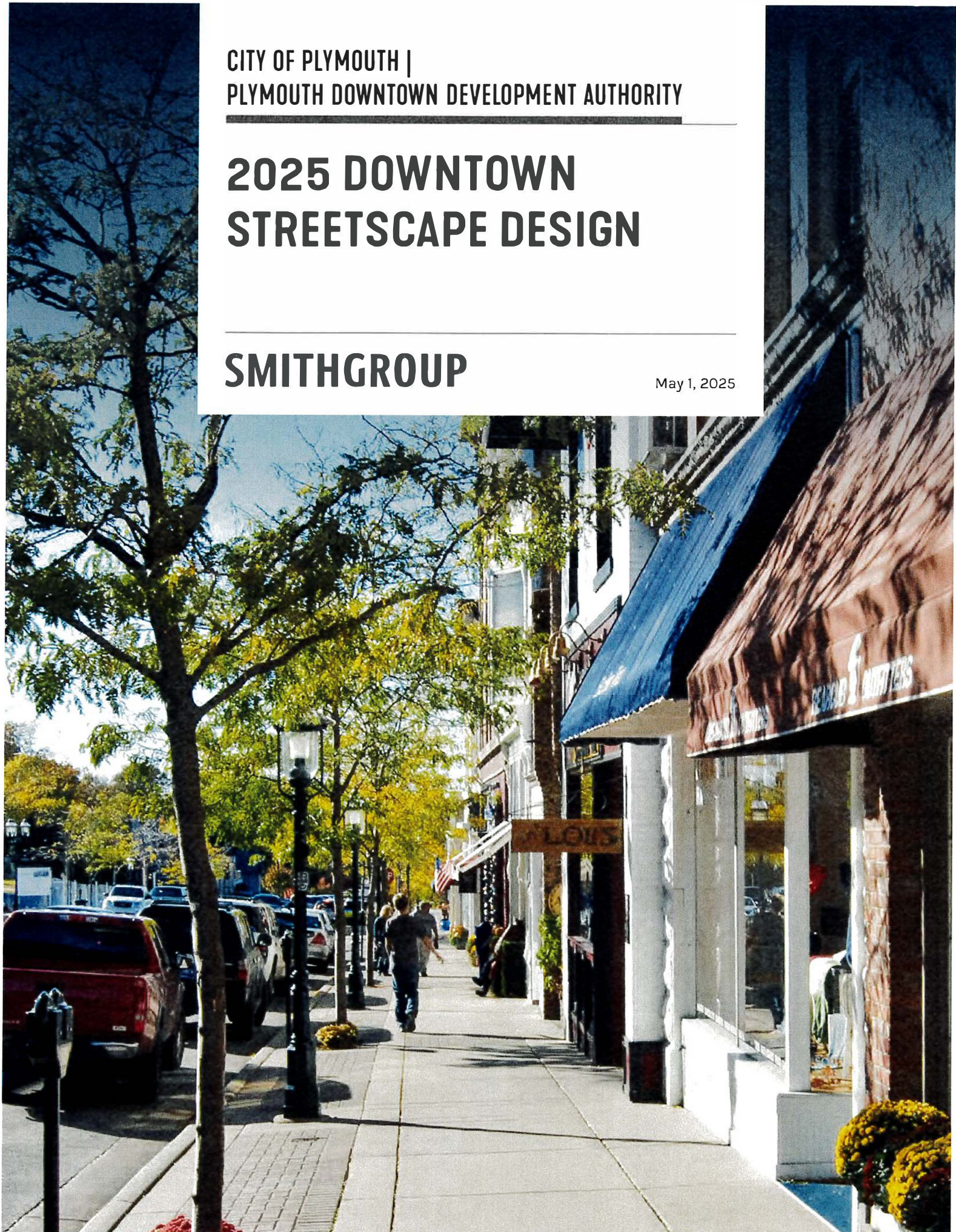
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# 2025 DOWNTOWN STREETSCAPE DESIGN

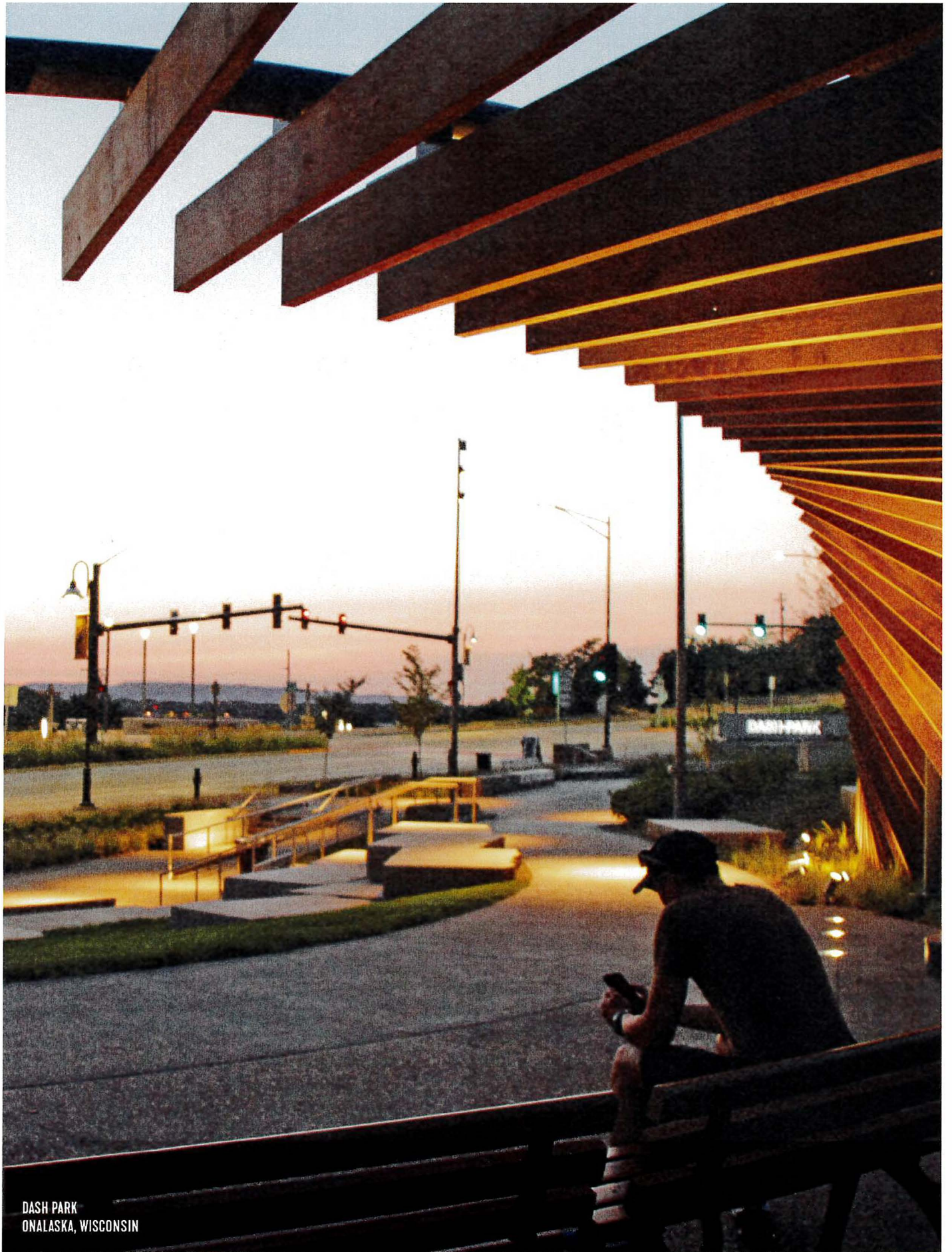
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**SMITHGROUP**

May 1, 2025







DASH PARK  
ONALASKA, WISCONSIN

RE: 2025 Downtown Plymouth Streetscape Design

May 1, 2025

Maureen Brodie, City Clerk  
Sam Plymale, DDA Director  
City of Plymouth

Dear Ms. Brodie, Mr. Plymale, and Members of the Selection Committee,

SmithGroup is excited to submit our qualifications for the 2025 Downtown Plymouth Streetscape Design. We bring a multidisciplinary approach that combines landscape architecture, civil engineering, and urban planning and design. Our team will work collaboratively with the City, the Downtown Development Authority, interested citizens, and community leaders to develop unique designs that reflect the downtown's unique character.

Our assembled team at SmithGroup has worked in communities across Michigan and the Midwest to enhance, activate, and vitalize downtown centers. We know how critical downtown is to Plymouth's sense of place, economic health, and community vibrancy. SmithGroup is committed to deeply engaging municipal partners, businesses, residents, and other stakeholders through a proven process that combines effective engagement, high-quality design, and best practices in safety, mobility, and placemaking. Downtown Plymouth is a cherished and unique place, and our team is committed to advancing this work with all the passion and sensitivity it will require.

## URBAN PLACEMAKING

We are dedicated to creating engaging streetscapes and public spaces, flexible multi-use streets, and sustainable and resilient downtown districts in communities of all sizes. Our firm has designed signature Midwest public spaces for more than 60 years, and continues to be a leader in urban place creation. We understand that urban parks, alleys, and streets are more than simple conduits for vehicular movement and parking—they are the life blood of our communities and civic activity. SmithGroup's approach starts with a people-first perspective. From engagement to material selections, we aim to create an inclusive experience and design outcomes that are shaped by the community and live up to their values.

## PUBLIC ENGAGEMENT

We are experts at collaborating with others to develop solutions that honor the participation of a diverse range of perspectives, and use a comprehensive range of engagement tools in online and person-to-person settings. We build consensus with client and citizen groups, and our graphic, writing, presentation, and facilitation skills ensure that opportunities for public input are productive, meaningful, and fun.

## A PROVEN TEAM

The team for your project brings decades of experience planning, designing, and implementing transformational streetscape and urban placemaking projects. Our team has produced several recent landmark urban street projects in Ann Arbor, Kalamazoo, Midland, Dearborn, Grand Rapids, and Detroit. We are excited for the opportunity to leverage our shared skill and commitment to serve the City of Plymouth as we shape the future of downtown together. We invite you to review our qualifications. If you have any questions or require additional information, please do not hesitate to reach out.

Sincerely,



Oliver Kiley, Senior Principal  
oliver.kiley@smithgroup.com | 734.669.2719





BRICKLINE GREENWAY  
ST. LOUIS, MISSOURI



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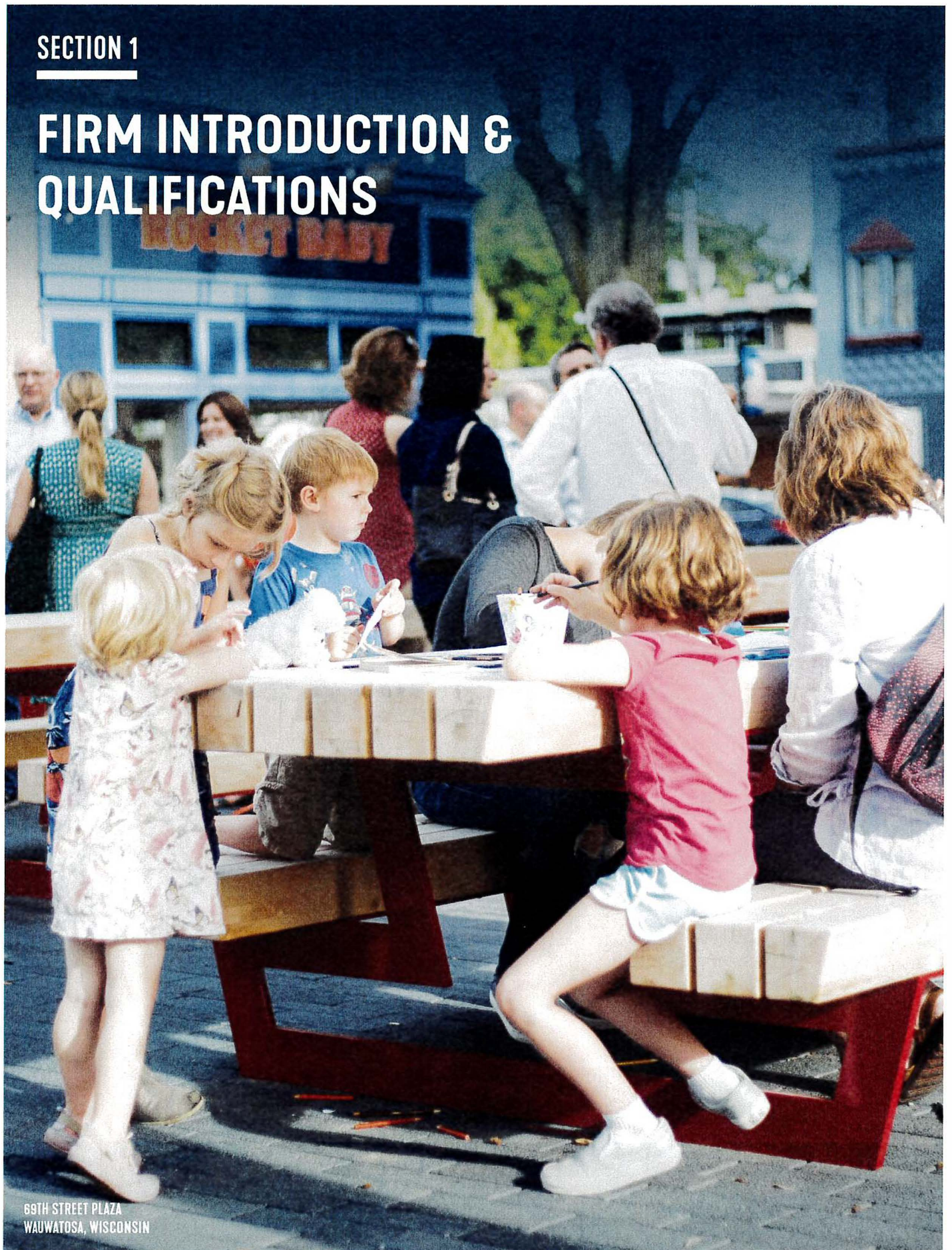
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## SECTION 1

# FIRM INTRODUCTION & QUALIFICATIONS



69TH STREET PLAZA  
WAUWATOSA, WISCONSIN





## FAST FACTS

### YEARS IN SERVICE

172 years

### STAFF SIZE

1,500 employees

### OFFICE LOCATIONS

Ann Arbor, Atlanta, Boston, Chicago, Cleveland, Dallas, Denver, Detroit, Houston, Los Angeles, Madison, Milwaukee, Phoenix, Philadelphia, Pittsburgh, Portland, Sacramento, San Diego, San Francisco, Shanghai, Washington DC

### SERVICE OFFERINGS

Architecture; Building Enclosure Consulting; Campus Planning; Civil Engineering; Coastal Engineering; Energy & Environmental Modeling; Facility Condition Assessment; Fire Protection & Life Safety Engineering; Historic Preservation; Interiors; Lab Planning; Landscape Architecture; Lighting Design; Medical Planning; MEP Engineering; Programming; Strategy; Space Utilization; Structural Engineering; Sustainable Design; Urban Design; Urban Planning

Our mission is to create a legacy of inspiring places that enhance the environment and enrich the human experience. We work together with communities to create thoughtful, well-crafted places that artfully balance beauty with function.

## ABOUT SMITHGROUP

Founded in 1853, SmithGroup has become an award-winning, multi-national organization that employs research, data, advanced technologies and design thinking to help our clients solve their greatest challenges.

Working across a network of 21 offices internationally, our team of 1,500 experts is committed to excellence in strategy, design, and delivery—giving rise to new and innovative processes and methodologies which are redefining the way we work and collaborate. Our specialists develop beautiful, sustainable, future-focused solutions for urban environments, commercial and mixed-use districts, park and open spaces, waterfront developments, workplaces, cultural institutions, healthcare, and science and technology organizations.

Our integrated practice offers depth in all disciplines serving the built and natural environment, including architecture, engineering (civil, structural, mechanical, electrical, and plumbing), landscape architecture, urban design, and planning.



# WE'RE PASSIONATE ABOUT **CONNECTING COMMUNITIES** THROUGH DESIGN

## PUBLIC REALM & PLACEMAKING

Our team is dedicated to creating great places, streets, and vibrant, sustainable cities. We know the key elements that help make active, people-focused places, and how to employ them in each part of a city. Our firm has designed signature public places for over 60 years, and we are passionate about creating legacy public destinations.



## PARKS & OPEN SPACE

Our team brings decades of experience designing, funding, and creating welcoming parks, plazas, and public open spaces that foster community and everyday connection. Changes and improvements to these public parks and open spaces can be strategically phased over time as funding is identified and acquired.



## MOBILITY & COMPLETE STREET DESIGN

Complete street design requires the ability to conduct in-depth traffic analyses that assess all users of the corridor: bikes, pedestrians, and motor vehicles. We are leaders in the design of mobility systems that reflect and sustain land use, social activity, community events, pedestrians, and non-motorized movement, outdoor dining and shopping, and community identity.



## PLANNING & OPPORTUNITIES FOR INVESTMENT

We integrate market realities, insights, and development trends into our planning. By understanding the local context we develop targeted strategies that attract investment and support sustainable growth. This ensures our solutions are visionary and grounded in real-world opportunities, making them financially viable and impactful.



## FLEXIBLE STREET DESIGN

SmithGroup is at the forefront of understanding how streets shape the public realm and integrate with adjacent land uses. We have successfully employed shared street environments that accommodate a full range of mobility options, strengthen social cohesion, and create infrastructure flexibility to allow for cost-effective adaptation to new technologies over.



## RESILIENT INVESTMENT

With each project, we have the chance to do something new and different, which is incredibly energizing and exciting. But mitigating risk and managing expectations also needs to be part of the conversation, to ensure it is a strong and sustainable investment for you. Our team can assist in safeguarding your investment, by ensuring that your project is planned with an innovative approach.





## YOU'RE IN GOOD COMPANY

SmithGroup is proud of the long-standing and trusted relationships we have built with communities throughout the Midwest and beyond. Our teams are dedicated to partnering with local municipalities, downtown development authorities, and economic organizations to transform urban environments through innovative and sustainable design solutions. Our urban design projects reflect our commitment to creating vibrant, livable, and resilient communities. The select client list below showcases our depth of expertise and dedication to enhancing the quality of urban life.

- Ann Arbor Downtown Development Authority
- Ann Arbor Housing Development & Economic Corporation
- Capitol Riverfront Business Improvement District
- City of Adrian Downtown Development Authority
- City of Alexandria, Virginia
- City of Ann Arbor, Michigan
- City of Appleton, Wisconsin
- City of Beloit, Wisconsin
- City of Big Rapids, Michigan
- City of Chicago, Illinois
- City of Clive, Iowa
- City of De Pere, Wisconsin
- City of Dearborn, Michigan
- City of Des Moines, Iowa
- City of Detroit, Michigan
- City of Dexter, Michigan
- City of East Moline, Illinois
- City of Elgin, Illinois
- City of Ferndale, Michigan
- City of Grand Blanc, Michigan
- City of Grand Rapids, Michigan
- City of Kalamazoo, Michigan
- City of Kenosha, Wisconsin
- City of La Porte, Indiana
- City of Las Vegas, Nevada
- City of Mason, Michigan
- City of Milwaukee, Wisconsin
- City of Mount Clemens, Michigan
- City of Oak Park, Michigan
- City of Port Huron, Michigan
- City of Portage, Indiana
- City of Racine, Wisconsin
- City of Rockford, Illinois
- City of Rocky River, Ohio
- City of Royal Oak, Michigan
- City of Sandusky, Ohio
- City of Santa Clara, California
- City of Scottsdale, Arizona
- City of St. Louis, Missouri
- City of Sylvania, Ohio
- City of Watertown, Wisconsin
- City of Westland, Michigan
- City of Willoughby, Ohio
- City of Wyandotte, Michigan
- Detroit Riverfront Conservancy, Inc.
- Downtown Detroit Partnership
- Downtown Grand Rapids Inc.
- Downtown Lansing, Inc.
- Eastern Market Corporation Erie Downtown Partnership
- Grand Circus Park Conservancy
- Greater Muskegon Economic Development
- Greater Sandusky Partnership
- Greektown Neighborhood Partnership
- Grosse Ile Township, Michigan
- Jackson County, Michigan
- Kalamazoo Downtown Partnership
- Marquette Downtown Development Authority
- Michigan Central
- Michigan Economic Development Corporation/Redevelopment Ready Community Program
- Midtown Detroit Inc.
- Milwaukee Downtown Business Improvement District
- Pittsburgh Downtown Partnership
- Pittsburgh Innovation District
- San Francisco Downtown Community Benefit District
- Shelby Township, Michigan - Charter Township of Shelby
- St. Clair County Parks and Recreation
- Village of Beverly Hills, Michigan
- Village of Mahomet, Illinois
- Village of Mount Horeb, Wisconsin
- Villard Avenue Business Improvement District



## PROJECT LEADER & LANDSCAPE ARCHITECT

# OLIVER KILEY

PLA



With 20 years of experience as a landscape architect, Oliver Kiley practices at the intersection of community planning, green infrastructure, mobility/street design, and public engagement—all in complex urban environments. He excels at working across scales and in bridging the gap between deep planning-level study and physical implementation, with a special emphasis on urban mobility and greenway projects. Oliver is an advocate for community-driven and data-enriched processes and engagement methods, which he uses to support transparent and defensible decision-making. Oliver's interdisciplinary approach and passion helps clients reposition their communities for a resilient, healthy, and equitable future.

### CITY OF ANN ARBOR, MICHIGAN: STREETScape & MOBILITY PROJECTS

- Ann Arbor Downtown Streets Design Manual
- Ann Arbor Vision Zero Implementation
- Fifth Avenue and Detroit Street Improvements
- First, Ashley, Williams Streets Improvements
- South University Streetscape Improvements
- State Street and Key Streets Improvement Projects
- Huron Street Improvements

### CITY OF GRAND RAPIDS, MICHIGAN: MOBILITY & PLANNING PROJECTS

- Grand Rapids Vital Streets Plan and Design Manual
- Hill and River Network Trail and Plazas
- Michigan Avenue Eastern Avenue Reconstruction

### CITY OF KALAMAZOO, MICHIGAN: PLANNING, MOBILITY & PLACEMAKING PROJECTS

- Kalamazoo Street Design Manual
- Kalamazoo Downtown Placemaking
- Kalamazoo Green Infrastructure Plan

### CITY OF DETROIT, MICHIGAN: STREETScape & PLACEMAKING

- Eastern Market District Development
- Corktown Street Calming and Pedestrian Connectivity

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#### EDUCATION

Master of Landscape Architecture,  
University of Michigan

Bachelor of Science in Natural  
Resources, University of Michigan

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#### REGISTRATIONS

Landscape Architect:  
Michigan

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#### PROFESSIONAL AFFILIATIONS

American Society of Landscape  
Architecture

American Planning Association

## PROJECT MANAGER & URBAN PLANNER

# CAROLYN LUSCH

AICP



Carolyn Lusch is an experienced urban planner and project manager who specializes in designing communities that support safe, equitable, and sustainable development and transportation. A creative thinker who is embedded in her communities, Carolyn plays a vital role in the creation of innovative plans that guide equitable community development. She believes in building strong relationships with the communities she serves and delivering plans that reflect their visions and values. Her leadership, expertise, and partnering acumen enable her to deliver an impactful and successful program.

### CITY OF ANN ARBOR, MICHIGAN: STREETSCAPE & MOBILITY PROJECTS

- Ann Arbor Comprehensive Plan
- Ann Arbor Downtown Circulation Study
- Ann Arbor Vision Zero Implementation
- State and Hill Streets Improvements

### CITY OF DETROIT, MICHIGAN: STREETSCAPE & PLACEMAKING

- City of Detroit Master Plan
- Vibrant Blocks for Business Corridor Design Guidelines
- North End Framework Plan
- Joe Louis Greenway Neighborhood Action Plans
- Bedrock, East Riverfront Streetscape and Plaza Design

### ADDITIONAL RELATED PROJECTS

- Michigan Department of Transportation, Woodward Loop Conversion and M-59 Reconstruction, Pontiac, Michigan
- City of Ferndale, Master Plan, Parks, and Recreation Plan Update and Climate Action Plan, Ferndale, Michigan
- City of Royal Oak, Sustainability and Climate Action Plan, Royal Oak, Michigan

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#### EDUCATION

Master of Urban & Regional Planning,  
University of Michigan

Bachelor of Arts,  
University of Michigan

---

#### REGISTRATIONS

American Institute of Certified Planners

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#### PROFESSIONAL AFFILIATIONS

American Planning Association,  
Transportation Division

Association of Pedestrian & Bicycle  
Professionals



## URBAN DESIGNER & PLACEMAKING SPECIALIST

# KATHERINE DEKREY



Katherine DeKrey is an experienced urban designer with significant experience leading the conceptual design process through document preparation for a variety of project types. She uses important insights gained from active community engagement to help lead creative and innovative urban design solutions. Katherine brings important technical skills, success working collaboratively with community partners from diverse backgrounds, and a personal dedication to excellence in design and experimentation to yield creative results. Katherine will serve as an important team partner bringing innovative solutions.

### CITY OF ANN ARBOR, MICHIGAN: STREETScape & MOBILITY PROJECTS

- Ann Arbor Comprehensive Plan
- Ann Arbor Downtown Circulation Study
- Ann Arbor Vision Zero Implementation
- State and Hill Streets Improvements
- Downtown Transit Alignment Plan
- Ann Arbor Safe Streets for All Grant Coordinator
- Ann Arbor Federal Building Plaza Renovation

### CITY OF DETROIT, MICHIGAN: STREETSCAPES & PLACEMAKING PROJECTS

- Detroit Streets Program Management, Various Projects
- Greektown Monroe Street Improvement Program
- Randolph Plaza Pre-Development Planning

### ADDITIONAL RELATED PROJECTS

- City of Kalamazoo, Downtown Placemaking, Kalamazoo, Michigan
- City of Lansing, Downtown Development Plan, Lansing, Michigan
- City of Muskegon Heights, Downtown Vision Plan, Muskegon Heights, Michigan
- Grand Rapids Downtown Hill and River Network, Grand Rapids, Michigan
- Michigan Department of Transportation, Woodward Loop Conversion and M-59 Reconstruction, Pontiac, Michigan

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#### EDUCATION

Master of Science, Architecture,  
Minor in Urban Planning,  
University of Minnesota

Bachelor of Science, Urban Studies,  
Environmental Sciences, Political  
Science, Augsburg University

## SENIOR LANDSCAPE ARCHITECT & IMPLEMENTATION SPECIALIST

# BRIAN CHARLTON

PLA, LEED AP



As a landscape architect with over 30 years of experience, Brian Charlton works with communities and stakeholder groups to develop sustainable solutions that improve the environment, economy, and quality of life for residents and visitors. His expertise introduces creative and functional solutions using sound design principles, team management skills, and a strong client focus. He brings an emphasis on urban mobility, greenway, and complex urban environments. Brian has extensive experience designing and implementing roadway, streetscape, greenway, and non-motorized trails, including familiarity with details, cost estimating, and the intricacies of state and federal guidelines. His expertise results in solutions that contribute to a strong sense of place, vibrant complete streets, design functionality, and innovative solutions.

---

### EDUCATION

Master of Landscape Architecture,  
University of Michigan

Bachelor of Landscape Architecture,  
Kansas State University (Dean's List)

---

### REGISTRATIONS

Landscape Architect:  
Michigan

LEED Accredited Professional

---

### PROFESSIONAL AFFILIATIONS

American Society of Landscape  
Architects (ASLA)

Phi Kappa Phi,  
National College Honor Society

Sigma Lambda Alpha,  
Landscape Architecture Honor Society

Tau Sigma Delta,  
Architecture Honor Society

Eagle Scout, Boy Scouts of America  
Congress for New Urbanism

### CITY OF DETROIT, MICHIGAN: STREETSCAPE & PLACEMAKING PROJECTS

- Detroit Streets Program Management, Various Projects
- Corktown Street Calming and Pedestrian Connectivity
- Broadway Streetscape Improvements
- Islandview Greater Villages Urban Design Neighborhood Revitalization
- Department of Transportation, M-5 Streetscape Design
- Bedrock, East Riverfront Streetscape and Plaza Design
- District Detroit Framework Plan, Wayfinding and Design Standards
- Little Caesars Arena Plaza

### DETROIT EASTERN MARKET (MICHIGAN) PLACEMAKING & DISTRICT IMPROVEMENTS

- Comprehensive Neighborhood Plan
- District Streetscape Improvements
- District Improvements and Link Detroit

### CITY OF DETROIT, MICHIGAN: GREENWAYS & MOBILITY CONNECTIONS

- Joe Louis Greenway Framework Plan and Implementation
- Midtown Loop Greenway
- Dequindre Cut Greenway
- East Riverfront Greenway Plan
- Detroit RiverWalk

## CIVIL ENGINEER

# JAKE RAY

## PE



Jake Ray, with 10 years of civil engineering experience, brings a strong background working with various municipalities and public/private clients. He understands the complex engineering, permitting, and bidding procedures that are associated with public open space and streetscape projects, and collaborates with the design team to find engineering solutions that maximize design improvements for the communities these public spaces serve. Jake's experience includes streetscape improvements, greenways, stormwater management, pedestrian bridges, and safe pedestrian crossing solutions, and park infrastructure design.

### CITY OF DETROIT, MICHIGAN: STREETSCAPES & PLACEMAKING

- Detroit Streets Program Management, Various Projects
- Jefferson Avenue and Rosa Parks Boulevard Improvements
- Greektown Monroe Streetscape Improvements

### CITY OF DETROIT, MICHIGAN: GREENWAYS & MOBILITY CONNECTIONS

- Joe Louis Greenway Framework Plan and Implementation
- Detroit River Conservancy DDA Riverwalk Design

### CITY OF ANN ARBOR, MICHIGAN: STREETSCAPE & MOBILITY TRANSFORMATION

- Fourth Avenue Streetscape Improvements
- Ann Arbor Housing Commission, 350 S. Fifth Redevelopment Schematic Design
- Federal Building Plaza Renovation

### CITY OF GRAND RAPIDS: DOWNTOWN AND MULTI-MOBILITY PLANNING

- Downtown Hill and River Network
- Silver and Plaster Creek Trail Planning

### ADDITIONAL RELEVANT STREETSCAPE DESIGN & MOBILITY TRANSFORMATION PROJECTS

- Kalamazoo, Downtown Placemaking, Kalamazoo, Michigan
- City of Muskegon Heights Downtown Vision Plan, Muskegon, Michigan
- City of St. Louis City-Wide Transportation & Mobility Plan, St. Louis, Missouri

---

#### EDUCATION

Bachelor of Science in Civil Engineering  
North Carolina State University

---

#### REGISTRATIONS

Professional Engineer:  
Michigan  
North Carolina



## SECTION 2

# RELEVANT PROJECT EXPERIENCE



SELDEN PLAZA  
DETROIT, MICHIGAN



# A LEGACY OF STREETSCAPE ACTIVATION & PLACEMAKING IN DETROIT

For decades, SmithGroup has worked with city agencies, planning organizations, and diverse community stakeholders on various revitalization plans to reactivate neighborhood streets, downtown districts, and public spaces throughout the City of Detroit. These planning efforts have helped identify investment opportunities, incorporated green infrastructure and sustainable landscapes, and developed implementation strategies that have lead to positive, tangible outcomes.



EAST RIVERFRONT  
LANDSCAPE PLAZA AND STREETSCAPE



# GREEKTOWN REVITALIZATION

## MONROE STREET REDESIGN & RANDOLPH PLAZA

SmithGroup is working with the Greektown Neighborhood Partnership on two related projects that aim to enhance the pedestrian experience in Detroit's iconic Greektown neighborhood.

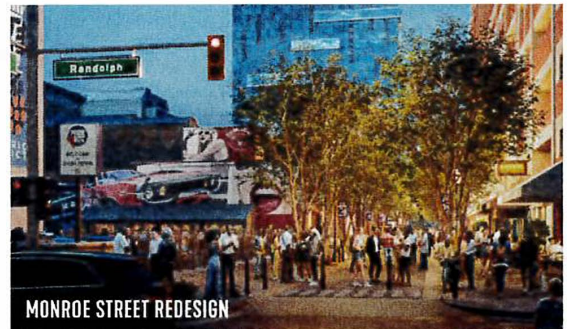
Despite recent changes in the downtown districts, Greektown remains one of the few places that feels authentically welcoming to Detroiters. Monroe Street, the heart of Greektown, is a bustling commercial street with a concentration of entertainment and food/beverage venues. Although the street sees high volumes of visitors, its vehicle-centric design inhibits pedestrian flow and limits opportunities for outdoor dining and event programming.

The **Monroe Street Redesign** prioritizes pedestrians, provides flexibility, increases safety, and celebrates the rich cultural and historic heritage of Greektown. The design was developed based on extensive stakeholder and public outreach. The innovative solution will not only address the needs of today but also provide Greektown with the flexibility to evolve over time. This will be the third public street in Detroit to be built without curbs, and the first downtown.

SmithGroup also developed a vision for a new **Randolph Plaza** serves as a gateway to Greektown. The plaza is made possible by reducing the street width and closing an intersection. This intimate plaza space surrounded by murals will host concerts, movies, and casual events.

### KEY DESIGN CONSIDERATIONS:

- Prioritized pedestrians by reducing roadways from two lanes down to one
- Expanded walkways and enabled outdoor seating
- Eliminated curbs at intersections for flexibility and easy event closure
- Reduced on-street parking allowed strategic passenger and commercial loading zones
- Incorporated pavers in the right-of-way and added street trees to make the street inviting
- Added public art throughout to reflect the rich culture of Greektown and reinforce placemaking





LINK DETROIT | EASTERN MARKET STREETSCAPES DESIGN

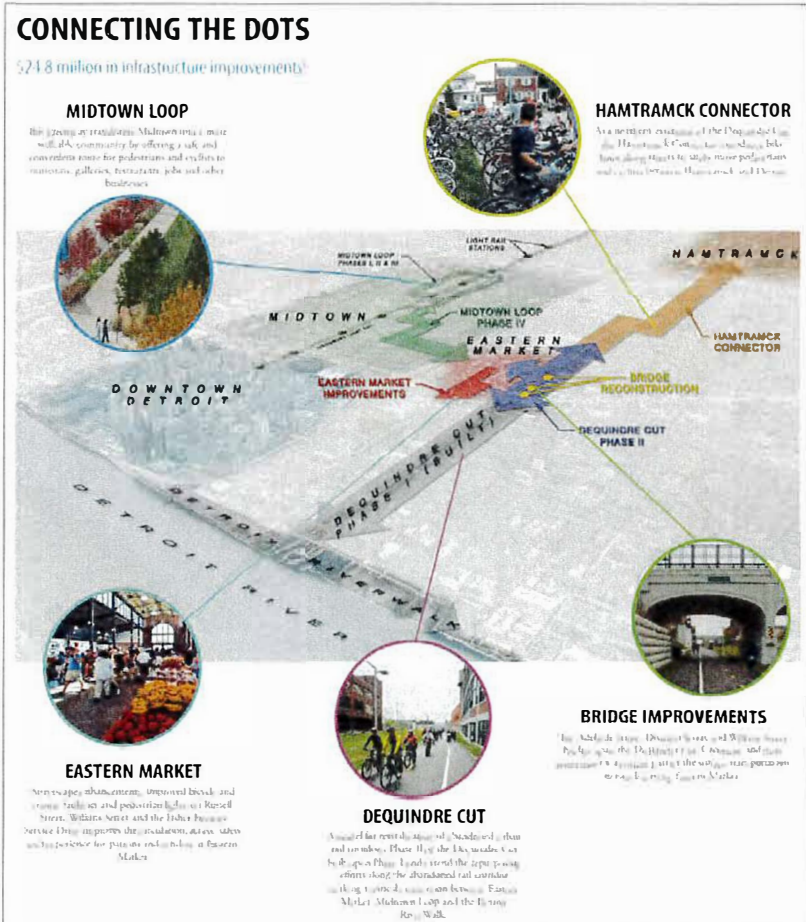
For over 15 years, SmithGroup has worked in partnership with the Eastern Market Corporation, the City of Detroit, and a group of nonprofits and community stakeholders to advance the mission of Eastern Market to provide a space for the community that makes a “Healthier, Wealthier, Happier Detroit.”

**Link Detroit** represented the culmination of bringing these planning efforts together with the award of a \$10 million in TIGER grant funding to assist in the \$24 million multi-modal infrastructure project. This allowed for the completion of a network of non-motorized greenways and bikepaths, and a series of streetscape and public space improvements in Eastern Market. These projects help improve livability, spurred reinvestment, and created an energized urban environment.

SmithGroup is currently working on the **Market Core Streetscape Improvements** to the remaining roads, sidewalks, and non-motorized connections. These upgrades will help the District reach its goal to become a nationally significant food hub. Eastern Market District is one of the most complex areas, requiring intense operational coordination, programming, and infrastructure improvements, while supporting community partners, businesses, and customers.

### KEY DESIGN CONSIDERATIONS:

- Coordination and completion of seven projects simultaneously on schedule
- Identified funding strategies integrated with cost-efficient design solutions and prepared grant applications including TIGER funding





# DETROIT STREETS PROGRAM MANAGEMENT SERVICES

## CITY-WIDE STREETScape & PUBLIC OPEN SPACE IMPROVEMENTS

As a long-time, trusted partner for the City of Detroit, SmithGroup's multi-disciplinary team has helped engage the community, create policy, frameworks, plans, and thoughtfully designed projects.

SmithGroup is serving on a five-year program to administer an \$80 million complete street design bond program as part of the **Detroit Streets Program Management Services**. Several streets and intersections were improved for enhanced pedestrian safety, non-motorized mobility, and public realm interaction. A series of traffic calming measures featured sidewalk bump-outs to reduce crossing distances, center refuge islands, LED-enhanced flashing crossing signs, speed tables, protected bike lanes, defined pavement markings, and signage for appropriate street usage.

Each solution drew upon its neighborhood's cultural, historical, and social characteristics. This created an appropriate aesthetic for site amenities, street trees, landscaping, gateways, signage, and structures.

Sustainable solutions included green stormwater enhancements, infiltration systems, bioretention/raingarden planting areas, and flow-through planters.

### KEY DESIGN CONSIDERATIONS:

- Enhanced the culture and historic charm of the local neighborhoods
- Completed 10 community-led streetscape projects
- Provided a catalyst for revitalizing retail corridors
- Provided safe and enjoyable pedestrian, bicycle, transit, and vehicle mobility options for all ages, abilities, and economic status



WETHERBEE STREET PLAZA & JOE LOUIS GREENWAY IMPROVEMENTS



KERCHEVAL AVENUE STREETScape IMPROVEMENTS



GRAND PARKLET & STREETScape IMPROVEMENTS



JOSEPH CAMPAU STREETScape IMPROVEMENTS



# ANN ARBOR'S NETWORK OF PEOPLE-FRIENDLY STREETS

SmithGroup's decades-long collaboration with the City of Ann Arbor has been transformative—encompassing a range of impactful projects that enhance urban living and community well-being. Together, we have established new benchmarks for urban design, breathing new life into key areas and crafting cohesive, pedestrian-friendly environments that resonate with the values of the Ann Arbor community. These collaborative efforts highlight SmithGroup's unwavering commitment to creating safer, more inclusive, and vibrant urban landscapes.



ANN ARBOR FIFTH & DETROIT  
STREET RECONSTRUCTION



# ANN ARBOR'S PEOPLE-FRIENDLY STREET PROGRAM

## STREETSCAPE & PUBLIC OPEN SPACE IMPROVEMENTS

SmithGroup led an interdisciplinary team to implement transformative transportation infrastructure projects throughout Ann Arbor's downtown as part of the People-Friendly Streets Program. Ten projects have been built to date, which have improved safe, equitable, multi-modal access into and throughout the downtown, support commercial vitality and placemaking, and build resilience and sustainability into public spaces.

**State Street's Curbless Festival Street Design**, demonstrates how SmithGroup transformed three blocks of State Street into a pedestrian-oriented, curbless event street. After public engagement, traffic studies, and safety analyses, SmithGroup proposed a curbless design coupled with a road diet to reduce travel lanes. The curbless street flexibly shifts between parking, loading, and cafe dining depending on business needs while improving ADA access and supporting events such as the Ann Arbor Art Fair.

SmithGroup transformed **First & Ashley Streets** back to two-way traffic to simplify navigation and increase flexibility. This added segments of the Treeline Trail with a two-way bikeway on First Street and enhanced Ashley Street's for cafes and commercial activities.

In the Kerrytown District—beloved for its shops, restaurants, and farmer's market—SmithGroup used traffic calming measures at **Fifth Avenue & Detroit Street**, reduced vehicular lanes, added a buffered bike lane and bump-outs, and creating medians. Sidewalk improvements activated public spaces, enhanced lighting, and preserved the district's charm.

### KEY DESIGN CONSIDERATIONS:

- Resiliency is a cornerstone, using durable materials, native plantings, and sourcing sustainable products when possible.
- Stormwater planters and underground infiltration help manage large storm events
- Streetscapes enhance/incorporate open spaces, pocket parks, and public seating wherever possible
- Pedestrian-scale lighting design, plantings, and site furnishings help enhance user experience



STATE STREET'S CURBLESS  
FESTIVAL STREET DESIGN



WILLIAMS STREET BIKE-WAY,  
STREETSCAPE & PLACEMAKING



FIRST & ASHLEY STREETS  
BIKEWAY DESIGN



ANN ARBOR STREETSCAPE DESIGN  
STAKEHOLDER ENGAGEMENT



SOUTH UNIVERSITY AVENUE  
STREETSCAPE DESIGN



FIFTH AVENUE & DETROIT STREET  
STREETSCAPE IMPROVEMENTS



## COMMUNITY & STAKEHOLDER ENGAGEMENT APPROACH

### DOWNTOWN CIRCULATION STUDY, ANN ARBOR COMPREHENSIVE PLAN, DOWNTOWN REDEVELOPMENT

SmithGroup has a long history of working with the City of Ann Arbor, the Ann Arbor Downtown Development Authority, the Ann Arbor Housing Development Corporation, the University of Michigan, and various related non-profit organizations on planning and design projects to enhance the downtown experience. SmithGroup's robust stakeholder engagement process has made these projects a success, and is an approach we tailor for each of our clients' needs.

For the **Downtown Circulation Study**, SmithGroup conducted a comprehensive examination of multi-modal transportation models in Ann Arbor including conceptual design studies, cost opinions, best practice reviews, stakeholder engagement, and technical recommendations to advance various projects in a coordinated manner. Engaging stakeholders and the community was essential for setting priorities, managing trade-offs, understanding impacts, and aligning with values throughout the project.

SmithGroup is also working on the latest **Ann Arbor Comprehensive Plan**, which is being updated for the first time since 2009. After performing an initial analysis, our team distilled critical information into engaging, digestible forms for on-going conversations with the steering committee, technical advisory committee, and the public.

When the City re-acquired the **350 S. Fifth Avenue Redevelopment** site, SmithGroup led a community engagement process to reimagine it. The result will be an 18-story development with 95 affordable units, 201 mixed-income units, and retail space. The project aims to leverage its downtown location and transit access. SmithGroup's redesign of Fourth Avenue will further enhance transit and pedestrian experiences, supporting the development.

#### KEY DESIGN CONSIDERATIONS:

- Used a variety of public outreach and stakeholder engagement strategies, including:  
public meetings, community pop-up events, client advisory meetings, and focused workshops





# ANN ARBOR VISION ZERO IMPLEMENTATION PLAN

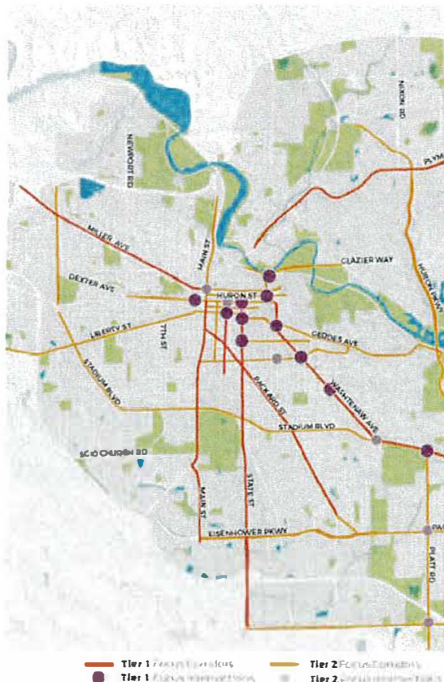
## QUICK BUILD PROJECTS FOR PEDESTRIAN SAFETY AND IMPROVED BIKE NETWORK

In 2021 the City of Ann Arbor adopted a new Transportation Master Plan based on the principles of Vision Zero, which aims to eliminate all transportation related fatalities and serious injuries. SmithGroup worked with the City to help prioritize and construct a series of quick build **Vision Zero Implementation** projects at high priority locations in order to reduce vehicle speeds, create safer pedestrian crossings, and complete gaps in the bicycle network.

For immediate impact, this series of projects uses readily available, low cost, and high visibility materials and strategies. SmithGroup also coordinated and led community engagement efforts related to these quick build projects as well as the City's speed management program at major city streets.

### KEY DESIGN CONSIDERATIONS:

- Quick and cost effective measures to improve bike and pedestrian safety
- Ideal for high traffic areas where pedestrians, bikes, and vehicles frequently come together



WASHINGTON ST. & S. 4TH AVE.



W. ANN ST. & S. 4TH AVE.



STATE ST. & S. UNIVERSITY AVE.



W. LIBERTY ST. & W. STADIUM BLVD.



FULLER ST. & GLEN AVE.



# ELEVATING THE DOWNTOWN STREETS & URBAN SPACES IN KALAMAZOO

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As part of the Imagine Kalamazoo 2025 Master Plan, the city is taking a strategic approach to creating a stronger, more connected, and vibrant downtown. SmithGroup has been working with the city to help advance and implement these initiatives in a series of streetscape improvements, pedestrian and multi-modal paths, and placemaking projects that aim to reinvigorate the downtown.

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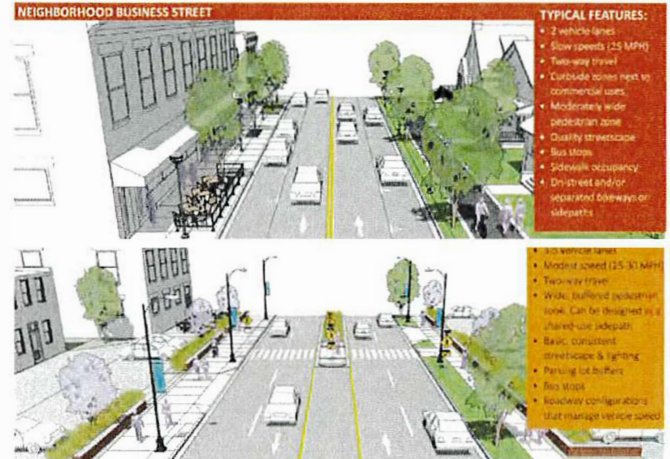


# KALAMAZOO STREET DESIGN & DOWNTOWN PLACEMAKING

## STREETSCAPE GUIDELINES & STRATEGIC OPEN SPACE DESIGN

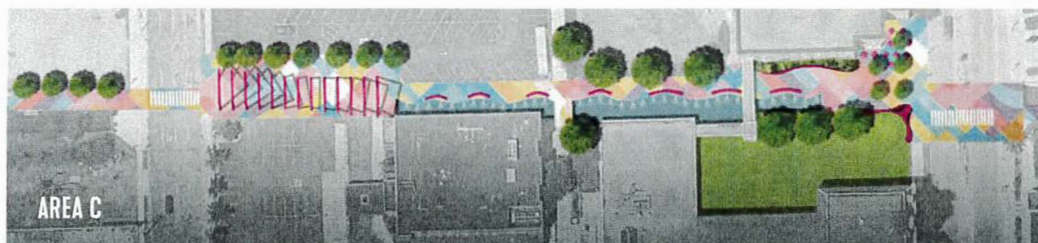
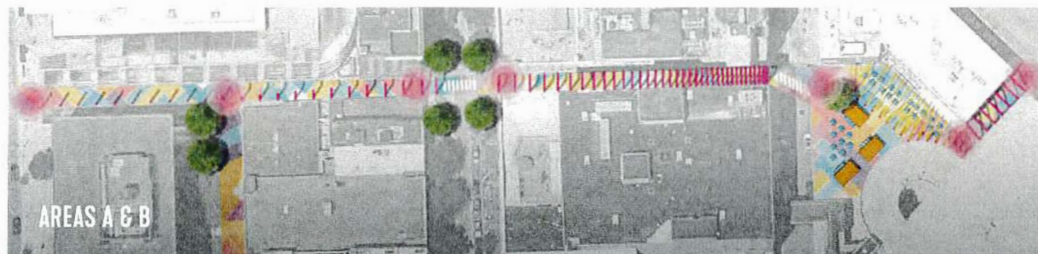
The City of Kalamazoo has identified enhancing its streetscapes and downtown open spaces as a central priority to advancing the city's vision for its Connected City initiative. SmithGroup worked closely with city staff to develop the **Street Design Manual**, which gives the public and private sector a set of street typologies, a clearly delineated process to guide them through planning, design, and construction, and design standards and best practices for building and managing complete streets. The manual establishes the critical role streets and the public realm play in supporting multi-modal transportation, economic vitality, sustainability, and community character.

As a continuation of our work with Kalamazoo, SmithGroup, is now working with the City of Kalamazoo and the Kalamazoo Downtown Partnership on their **Kalamazoo Downtown Placemaking** initiative. This project reimagines five important public spaces in the downtown, each of which play critical role in contributing to the city's vibrant urban fabric.



### KEY DESIGN CONSIDERATIONS:

- Established street typologies, design guidelines, and best practices for sustainability and safe streets
- Reinventing key public spaces to increase downtown vibrancy and activity





# STREETSCAPE DESIGN & FLEXIBLE PLACEMAKING IN MIDLAND

To preserve its iconic downtown heritage as a quintessential gathering place, the City of Midland, Michigan re-imagined its downtown streetscapes and sidewalks—creating more activated spaces along its Main Street corridor.







In partnership with DLZ Corporation, our team completely re-imagined **Midland's Downtown Streetscape**, which included seven blocks of the City's streetscapes to enhance non-motorized activity within the downtown core. Through multiple transportation nodes and improved street practices, these street projects provided increased and safer pedestrian usage, promoted bicycle activity, and created flexible public open space for informal social interaction.

Extensive public and stakeholder engagement shaped the fundamental nature of our design process. We led multiple workshops, open houses, and stakeholder meetings to understand the community's needs and subsequently develop design concepts for the downtown streets that accommodate them. These concepts included a curbless festival-style streetscape with widened sidewalks, minimized parallel parking, planter beds, rain gardens, civic plazas, and more flexible seating for outdoor dining and events.

SmithGroup also develop conceptual plans for **Midland's East End Gateway Plaza**. The gateway concepts were complement the downtown corridor and provide future economic development opportunities, and could activate underutilized public spaces.



#### KEY DESIGN CONSIDERATIONS:

- Curbless, festival-style street design for flexible event programming
- Widened sidewalks for outdoor dining and gathering
- Planters and rain gardens for stormwater management
- Extensive stakeholder engagement process

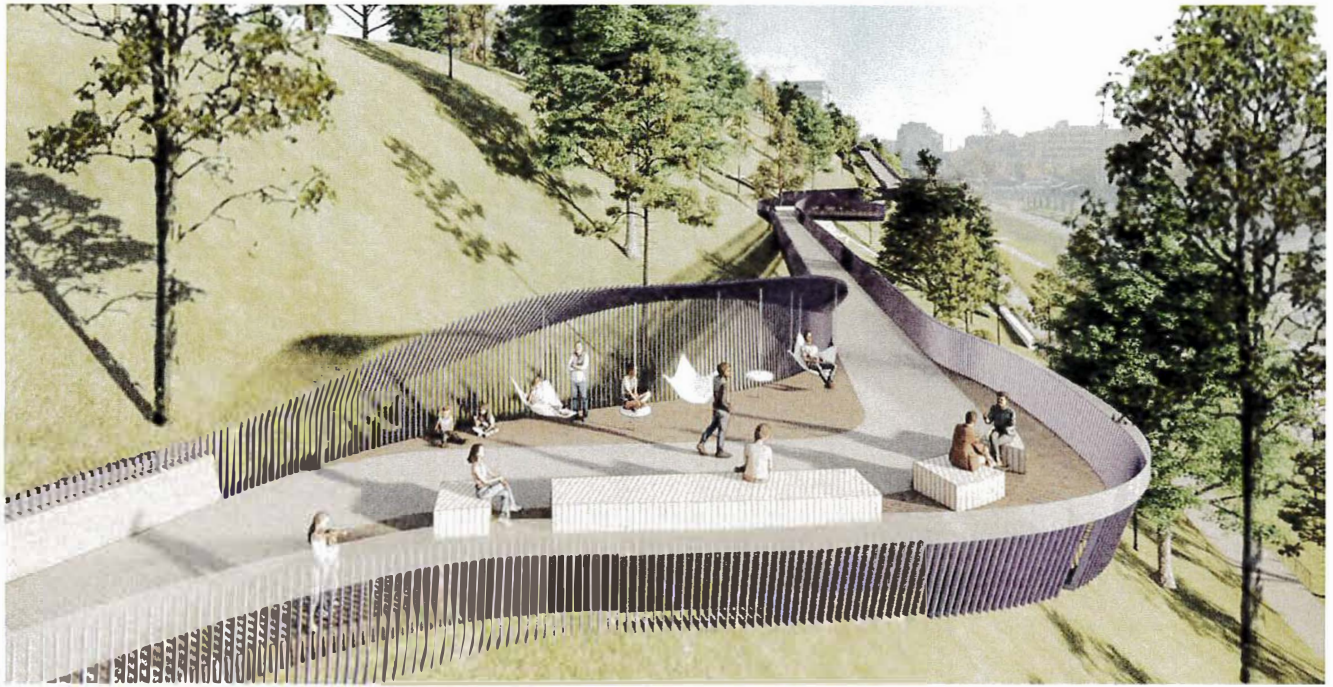


# A REINVENTED PEDESTRIAN CONNECTION IN GRAND RAPIDS

The City of Grand Rapids has been working to reinvent how people move throughout the City—building urban sustainability, equity, and value for the community and businesses. SmithGroup has been assisting the City on master planning, transportation infrastructure, and community network connections to improve their downtown public realm.



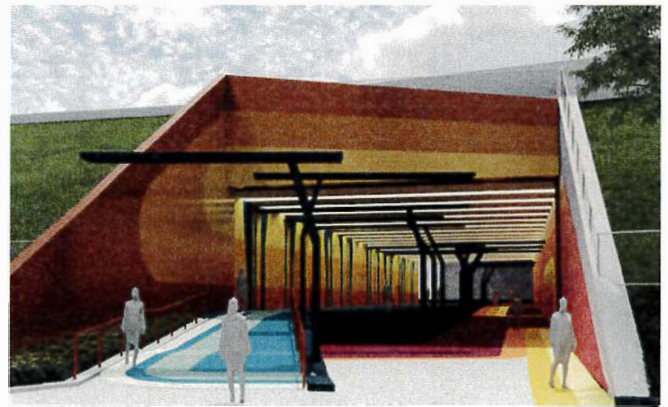




SmithGroup has been working with the City of Grand Rapids on a series of projects to help improve their downtown public realm, including the **Grand Rapids Vital Streets Plan & Design Manual**. This initiative expanded transportation infrastructure spending and provided an opportunity to reverse decades of disinvestment in aging infrastructure by building innovative solutions. SmithGroup developed a street typology framework for the City that applies pioneering street design approaches for multimodal connectivity to the entire city. Extensive use of the GIS analytical tools and assessment methods defined harmonious networks of bicycle, transit, pedestrian and vehicular infrastructure. New street typologies were coupled with green infrastructure design standards, promoting not just complete green streets.

SmithGroup is also currently working with the City on the **Hill & River Network Project**. This transformative project in the heart of Grand Rapids is poised to revolutionize connectivity between the Belknap Neighborhood and North Monroe District. It aims to bring residents closer to the Grand River, recreational resources, job opportunities, and key community destinations. The plan showcases a stunning elevated urban trail that elegantly traverses a 100-foot elevation change along a steep bluff.

Additionally, a former railway tunnel has been reimagined as a pedestrian-friendly connector between the Michigan State University Research Center and North Monroe District. This innovative design provides direct access to the Grand River and revitalizes a forgotten space, ultimately benefiting both community and student health and safety.



#### KEY DESIGN CONSIDERATIONS:

- Complete, green streets offer safe and sustainable streetscapes
- Public open spaces are built into the network
- Pedestrian-first design helps connect people to key downtown locations and businesses



# COMMUNITY CONNECTIONS AT WATERTOWN TOWN SQUARE

This new Town Square in Watertown, Wisconsin's historic downtown, serves as a civic hub to attract residents and visitors, support local businesses and community functions, and create an activated destination. The new public space enlivens Main Street, connects people with the Rock River, and serves as flexible space that supports active use throughout the year.







The design for Watertown's historic downtown park integrates a shared street that connects the Square to the adjacent expanding library, resulting in an adaptable space that is used for daily gatherings as well as larger civic events.

The new Town Square features a splash play plaza, shade structure, stage area, community table and reading space, as well as a kayak dock and riverfront trail. The design incorporates bioretention and permeable pavements to infiltrate and treat stormwater runoff. The Town Square does not rely on a traditional rectilinear shape for walkways and other features. Instead, its patterns are inspired by the ebb and flow of the Rock River, which is a source of identity, pride, and growth for the community's history. The materiality of the design honors the colors and textures of the historical downtown while looking to the future.

#### KEY DESIGN CONSIDERATIONS:

- Flexible downtown civic park design to encourage daily visitors as well as host events
- Connecting visitors, businesses, and residents to Main Street and a new riverfront access point



# CLIENT REFERENCES

We encourage you to contact the following clients for an independent perspective on the expertise and services provided by SmithGroup for similar projects.

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ANN ARBOR DDA, PEOPLE FRIENDLY STREETS  
ANN ARBOR, MICHIGAN



CITY OF DETROIT, STREETS PROGRAM MANAGEMENT  
DETROIT, MICHIGAN

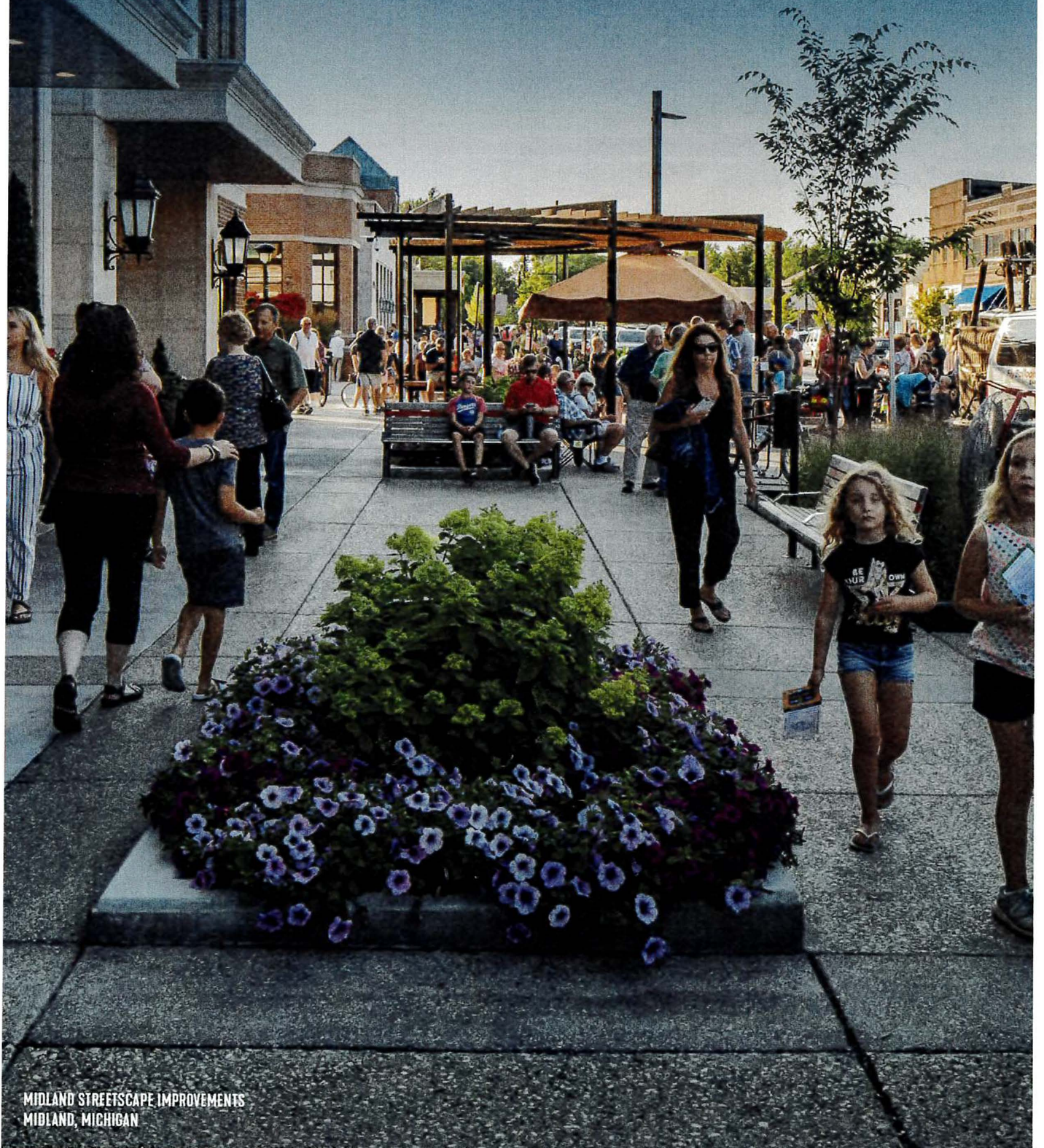


GRAND RAPIDS HILL & RIVER NETWORK  
GRAND RAPIDS, MICHIGAN



## SECTION 3

# PROJECT APPROACH



MIDLAND STREETScape IMPROVEMENTS  
MIDLAND, MICHIGAN



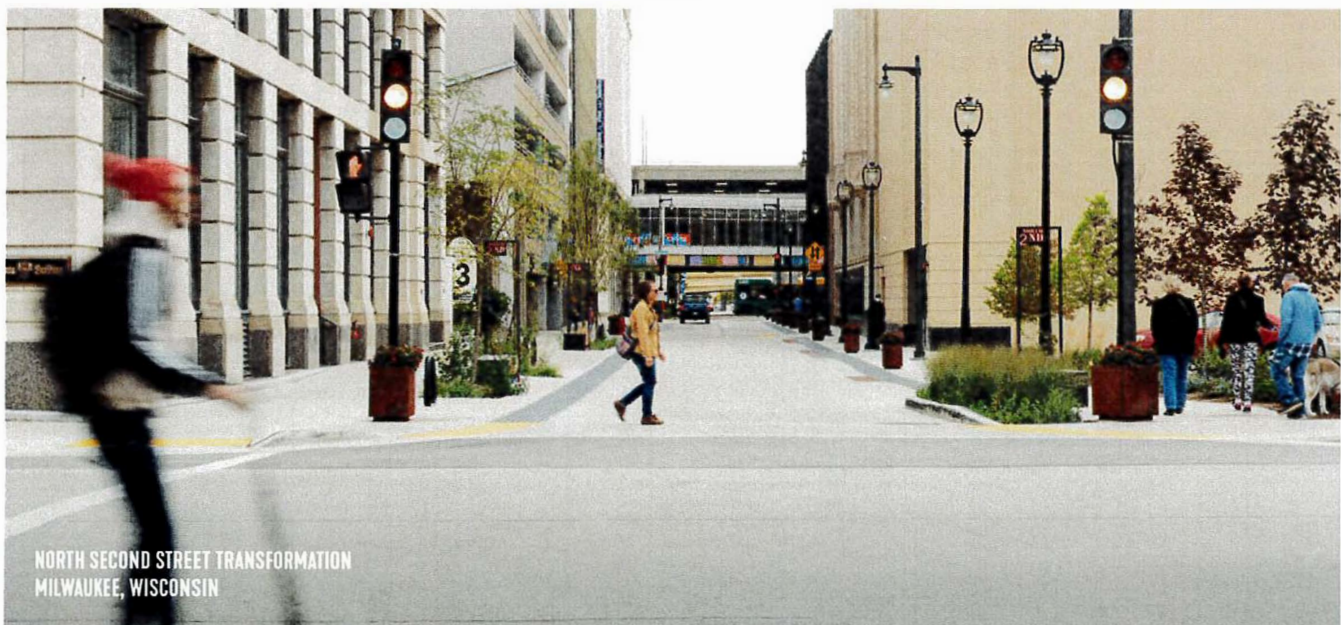
# PROJECT APPROACH

The City of Plymouth has cultivated a long and rich history as one of the most vibrant downtowns in southeast Michigan. The downtown area of Plymouth within the Downtown Development Authority (DDA) boundaries is the hub of the community providing critical economic, cultural, and social benefits to the community with one of the most identifiable downtown districts. The uniquely beautiful downtown with historic buildings centered around the “town square” of Kellogg Park offers small-town charm and a friendly environment with year-round events that attract residents and visitors from the region and beyond.

Building on the city’s momentum to further strengthen the downtown environment, our team at SmithGroup is prepared to assist the City of Plymouth and the DDA to develop a comprehensive and visionary Streetscape Design framework that builds on Plymouth’s successes. With an integrated team of mobility specialists, landscape architects, engineering,

planners, and environmental specialists—all with a commitment to people, quality, and sound land utilization—we believe that streetscapes and public spaces are central to the vitality and vibrancy of downtowns. We recognize the diverse set of skills and efforts needed to successfully advance a project of this complexity, and we have shaped a uniquely talented planning and design team to complete these tasks.

The project approach developed for this project will provide detailed recommendations and strategies for advancing key safety and placemaking improvements throughout downtown Plymouth that comprise best practices in pedestrian, multi-modal, and economic improvements. These strategies will combine our design excellence in streetscapes, parks, and plazas, harmonizing with key downtown businesses, local arts, culture, history and site conditions.



## TASK 1 PROJECT COORDINATION & VISIONING

### 1.1 PROJECT KICK-OFF: VISIONING & WALKING TOUR

SmithGroup will kick off the project with a visioning session that includes key stakeholders in the planning and implementation of the streetscapes. The key stakeholders will include the City, DDA staff, and other invited stakeholders as appropriate. The purpose of this session is to build on prior planning efforts, including the 2020 Infrastructure Master Plan and refine project visions, goals, and priorities. The kick-off will also identify planning objectives, expectations, and timelines, as well as build a common understanding of key challenges, opportunities, and resources for realization of the streetscape improvements.

**Downtown Walking Tour:** Following the visioning session, a 3-4 hour walking tour with the project team and key stakeholders will be conducted. This site tour will assess existing streetscape and public spaces to obtain a general overview of the current conditions, challenges, and opportunities. The site tour will include members of the City and DDA staff to allow on-site discussion and sharing of site-specific information. The site tour will review items such as:

- Streetscape/road geometrics and right-of-way configurations along with safety concerns
- Sidewalk, sidewalk ramp conditions, and ADA accessibility
- Signage and pavement markings
- Potential storm drainage problems
- Character and condition of key public spaces, parks, gathering areas, and special event locations
- Site furnishings and amenities
- Service components such as loading zones, alley/driveway entrances, and other related infrastructure
- Pedestrian crossings, non-motorized facilities, and conflict zones
- Landscape areas
- Public art/murals, historical/cultural elements, and key community identity elements
- Adjacent businesses and relationships to public spaces

SmithGroup will develop a tour map and base information for the tour.

### 1.2 PROJECT MEETINGS / COORDINATION

SmithGroup will meet virtually on a bi-weekly basis over the anticipated 10-month span of the project (approximately 20-meetings). These project meetings will allow the project team (City, DDA staff, and SmithGroup) to review work progress, project deliverables, identify activities for the upcoming period, and coordinate completion of the project tasks. The specific project team members present at a particular coordination meeting will be dependent upon the agenda and topics to be reviewed and discussed.

#### Task 1 Deliverables

- Vision Session Summary
- Downtown Walking Tour Site Review Summary
- Project Meeting Agenda/Notes

## TASK 2 ANALYSIS FRAMEWORK

The Analysis Framework will collect, analyze, and synthesize prior plans and existing conditions and data into a comprehensive framework plan identifying needs, challenges, and opportunities across a range of key topics, including: placemaking and aesthetics, safety and comfort, multi-modal connectivity, activation, and vibrancy. This task will build on the 2020 Infrastructure Master Plan and recent plans, with a focus on the streetscape and placemaking elements.

### 2.1 REVIEW PRIOR PLANS & MATERIALS

At the start of the design process, it will be critical to understand, evaluate, and incorporate the factors that will contribute to the design improvements. SmithGroup will review previous planning and design efforts and synthesize previous planning studies. This will include reviewing the Plymouth Downtown Development Authority 2020 Infrastructure Master Plan, 2024-2028 DDA Five Year Action Plan, City of Plymouth Master Plan, and other applicable documents and resources. Recommendations from these documents will be assessed for their current status (i.e. what has or hasn't been implemented to date).



## 2.2 ANALYZE EXISTING DATA/INFRASTRUCTURE

Building on prior and recent work that has been undertaken by the City, DDA, and adjacent businesses, our team will develop an analysis framework plan for the public right-of-ways and open spaces within the DDA boundary. The analysis will identify a variety of issues and opportunities and how the physical relationships of the various site elements will influence opportunities for improvements. SmithGroup will develop an interactive GIS tool set for collecting, organizing, and updating pertinent project data. SmithGroup will work with the City and other governmental entities to collect and compile available data and information.

SmithGroup will analyze and synthesize information into a framework plan that covers several key themes and topics. It is anticipated that this framework will include assessments in the following categories:

- **Civic & Culture:** Document locations of cultural and community resources including placemaking opportunities, institutions, historic sites, local/community/art installations and opportunities, educational resources, and other civic assets.
- **Economic & Development:** Inventory existing businesses, commercial developments (recent and forthcoming), retail corridors, job centers and housing/development opportunities. This category may also consider land use, zoning, and property ownership patterns.
- **Open Space & Environment:** Identify natural systems, parks, greenspace, linear parks, playgrounds, and recreation amenities. Will also assess tree and canopy coverage, and critical features like wetlands, drainage patterns, and floodplains.
- **Street Network & Transit:** Assessment of street configuration, circulation, parking locations and utilization, accessibility, safety concerns, traffic flows, and opportunities for improvement from a safety, comfort, and access standpoint. The team will also assess transit connections and stop conditions.
- **Pedestrian & Bicycle Systems:** Document sidewalk pavement conditions/ materials, ADA accessibility issues/needs, existing and planned bicycle infrastructure, trails/greenways, sidewalks, bike routes and other connections. Assess existing signage and wayfinding elements.
- **Safety:** Inventory safety data collected from SEMCOG with a focus on vulnerable users and severe/fatal crashes. Assessment will consider both observed safety and crash data as well as user comfort.
- **Infrastructure/Utilities:** Inventory critical existing and planned utilities, underground and overhead infrastructure, including green infrastructure and stormwater management.

### Task 2 Deliverables

- Prior Plan Summary Document
- Analysis Framework Plan – Composite and/or series of analysis maps and findings summary.



## TASK 3 COMMUNITY ENGAGEMENT

A collaborative community engagement process is critical to build trust and consensus from stakeholders such as local residents, business owners, agencies, organizations, and the general public – of all ages, abilities, and backgrounds. Our team believes in the power of thoughtful, rigorous engagement to shape design outcomes, and we will co-design a process with you that ensures we are asking key questions, reaching broad participants, and translating feedback clearly to supported, actionable recommendations. We ask thoughtful questions that get to the important issues at hand, listen with openness and empathy, and effectively explain concepts and their reasoning to build both understanding and support.

### 3.1 ENGAGEMENT PLAN

At the heart of our engagement process is developing an engagement plan that will describe the means and methods for engaging a diverse range of voices to provide input, assist in priority setting, and shape the overall plan for the future of the streetscape and downtown public spaces. This written plan will outline ways we will interact with the community, the cadence and format of touchpoints, and the logistics for meetings, interviews, communication, and outreach efforts. Our focus will be on adjacent neighborhood residents, business owners, and stakeholders.

This engagement plan will also describe specific methods for raising awareness about the project and maintaining communications throughout the process. Using existing communication channels in addition to place-based messaging (i.e. yard signs, banners, posters, flyers, etc.) can be options for helping to raise awareness and drive engagement.

In addition to the public community outreach, we will look for opportunities to learn from City and DDA staff, neighborhood groups, and organizations. The plan will be discussed and refined with input from City and DDA staff to ensure that engagement is approached in an equitable and just manner. After collaboration and review, a final Community Engagement Strategy that outlines the confirmed format, frequency, and audience of meetings will be provided.

### 3.2 ENGAGEMENT ACTIVITIES

The engagement strategy is anticipated to include a variety of engagement types to connect with different stakeholders. The exact mix of engagement will be finalized in collaboration with the City of Plymouth and the DDA, but for the purposes of planning, we have assumed the following:

#### Community Pop-ups/Surveys/Special Event Tabling

We believe in meeting people where they are, and to reach community members who are unable to, or have limited time to, attend meetings or other events, we bring our team out into the community. SmithGroup will work with the City of Plymouth and the DDA to identify the best locations, public partners, events, or activities for these efforts. We anticipate facilitating two (2) engagement activities formatted as a pop-up, street survey, and/or event tabling.

#### Community-Wide Open Houses & Workshops

To engage the community in a hands-on, collaborative manner, we anticipate hosting a series of community-wide open houses in a workshop format that allows people to provide deep input into the decision-making process. This flexible format invites community members to participate at their own pace, allowing them to ask questions and offer comments. Participants will gather information, learn about how the process is unfolding, become familiar potential streetscape and project designs, and become advocates for the project.

We anticipate holding three (3) workshop sessions that occur during the following approximate milestones:

- **Meeting 1** - Visioning workshop to help define the vision and goals of the project as well as explore opportunities and challenges for the streetscape and public space improvements.
- **Meeting 2** - Review and provide input on conceptual level concepts for streetscapes and project designs.
- **Meeting 3** - Review and provide input on the preliminary streetscape and project design plans.



Typically, we aim to provide a formal presentation time within each open house, as well as a virtual and asynchronous option for people unable to attend in-person but who still want to participate.

### **Targeted Stakeholder Meetings & Work Group Sessions**

Key stakeholders and work group sessions are essential to setting the direction for authentic engagement, building trust with the community, and providing early guidance on framing goals and desired outcomes. We will plan a series of stakeholder engagement strategies that will ensure the design team is strongly tapped into the needs, interests, and concerns of the community.

At the initial start of the project, focused conversations with a targeted stakeholder group (recommendations for participants will be coordinated with the City of Plymouth and the DDA) will be held to set the direction and tone for community conversations, establish preferences for program, and shape an overall vision for the streetscapes and public space improvements.

A second stakeholder group meeting as part of the development of the concept designs will be held to provide early review of materials to solicit stakeholder feedback independent of the larger public events. In this format, stakeholders are invited to directly influence and guide the outcome through interactive exercises that allow participants to express preferences, convey ideas, and react to concepts. The goal of these workshops is to gain an understanding of the range of design and planning ideas possible,

assess their relative merits, and reach consensus for further refinements prior to sharing materials at the larger public event. Tools we use to solicit input from the stakeholders participating in the workshop may include small group/ hands-on interaction, charrette-style idea generation with design professionals and stakeholder collaboration, preference exercise(s) to define the design character, program elements, priority setting and evaluating alternative design ideas.

### **3.3 ENGAGEMENT MATERIALS**

SmithGroup will prepare materials for promotion, presentation, interaction, and distribution during the project to support the engagement activities. Materials will be tailored to the audience and purpose, and a suite of visually cohesive graphic and communication standards will be established for efficient material development to promote project awareness.

At the community and stakeholder meetings identified, we will provide materials, such as:

- Promotional materials such as flyers and posters.
- Digital imagery for the city to use in web publication and social media distribution.
- Print materials for meetings such as handouts, information and graphic boards, and maps.
- Graphics, sketches, photos, and designs for presentations.



### 3.4 ENGAGEMENT SUMMARY

As the various engagement activities conclude, a summary of input will be compiled. The cumulative responses from the engagement process will be integrated into an Engagement Summary that highlights both what was learned, and, with guidance from City and DDA staff, what will be incorporated into the formulation of the preferred streetscape design.

#### Task 3 Deliverables

- Community Engagement Plan document
- Engagement Materials and Graphics (Identified in Task above)
- Engagement Summaries



## TASK FOUR CONCEPTUAL DESIGN

### 4.1 CONCEPT ALTERNATIVES

Building on the visioning, analysis framework, and community engagement tasks, the SmithGroup team will assemble a range of concept alternatives for Downtown Plymouth organized around key recommendation categories. The concept designs will be developed to incorporate the program, design goals, and objectives that are jointly developed with the City of Plymouth and DDA.

Recommendation categories are expected to include the following range of projects:

- Safety & Circulation Recommendations
- Streetscape Design Options: Development of typical layouts, cross-sections, and material usage on a street-by-street basis.
- Parks & Open Space Options: Range of programming, activation, and design concepts for park spaces (e.g. Kellogg Park), plaza areas, and gathering spaces that contribute to placemaking and vibrancy.
- Signage & Wayfinding Concepts: Present opportunities for signage and wayfinding improvements, including gateway elements for entering the downtown.

Following the initial site analysis, a series of conceptual designs will be developed to illustrate the design features and geometric layout for the streetscape components and related roadway modifications for the DDA boundary area. These conceptual designs will take into account feedback from the community engagement sessions, the project vision, and overall project objectives.

The design will focus on safe transportation enhancements that integrate the right-of-way with flexibility and usability while offering an engaging and innovative space for the adjacent businesses, visitors, special events, and the public. The streetscape concept designs will be developed in sufficient detail to clearly define the proposed improvements and will be illustrated through color site plans, typical cross-sections, site details and supporting graphics as necessary to define the proposed streetscape design.



The streetscape concept designs will include as applicable and appropriate such items as roadway geometric improvements, pavement replacement recommendations, traffic calming and safety components, parking, EV chargers, pedestrian crossings, non-motorized improvements, site furnishings, public art locations, historical markers, kiosks, outdoor seating areas, site furnishings, lighting, pedestrian connections, special pavement areas, green infrastructure/stormwater management, Kellogg Park improvements, street trees (diversity, root management, tree canopy), planting beds, community branding, signage, wayfinding, gateways, utility/infrastructure upgrades and other related enhancements.

The concept designs will also explore potential opportunities for the expansion of the public right-of-ways and public spaces through easements, cooperative agreements with private entities, and potentially land acquisition.

**Preferred Concept Design:** The conceptual designs will be reviewed with the City of Plymouth and the DDA through an iterative and collaborative process as well as part of the public engagement process defined above. Once the concept designs are evaluated, the design will advance to define a preferred concept plan.

The preferred concept plan for the streetscape improvements will be refined to a level of detail that will allow for the development of a phasing plan, preliminary opinion of probable construction costs, and a funding strategy. The preferred design will be illustrated through color site plans, typical cross-sections, site details, and supporting graphics to clearly define the proposed streetscape design.

#### **Task 4 Deliverables:**

- Conceptual Streetscape Plans and Details
- Typical conceptual cross-section and associated support graphics
- Preferred Concept Plan





## TASK 5 IMPLEMENTATION PLAN

### COST ESTIMATE

A conceptual level opinion of probable construction costs will be developed for the proposed streetscape improvements. The construction costs will reflect a general range of potential costs based on previous road and streetscape projects completed in Detroit that have recently been bid, current construction trends, project timing and escalation, as appropriate.

### PHASING

Based on the preferred streetscape designs, SmithGroup, working with the City and the DDA, will develop a Phasing Plan for these streetscape improvements. A series of evaluation criteria including such items as importance to Plymouth's transportation network, critical safety enhancements, compliance with applicable ordinances and regulations, proximity to key public spaces, relationship to adjacent businesses and potential developments, and other key characteristics will be used to develop the phasing priorities. The Phasing Plan will help establish the next steps, implementation strategies, and incorporate flexibility to adjust with Plymouth's vision and goals. The Phasing Plan will be used to guide and support the funding strategy and in pursuing grant opportunities.

### FUNDING

We will assess funding options for implementation of the recommended streetscape and public space improvements. SmithGroup will utilize information on existing and potential funding opportunities, best practices, and local context and goals gathered in prior tasks to provide direction for balancing city/local investments and other funding streams with development of the streetscapes. We will identify possible financing strategies and funding sources at the city, state, and federal level as well as private sector contributions such as grants, sponsorships, and foundation resources.

#### Task 5 Deliverables

- Phasing Plan
- Opinion of Probable Construction Costs
- Funding Strategy



# PROPOSED SCHEDULE

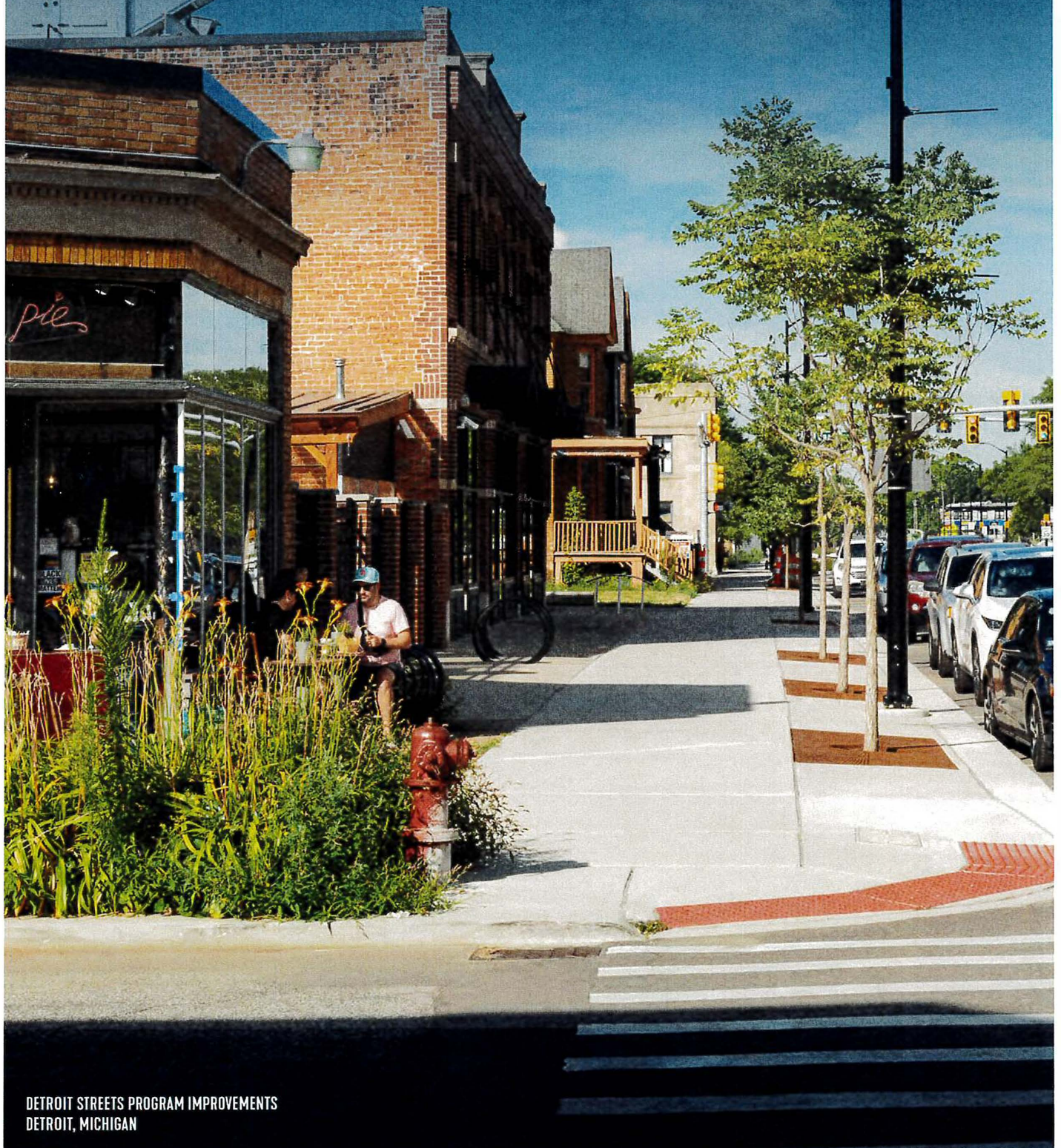
The schedule below is an outline of the primary tasks and approximate timelines for completion. One of the first tasks will be to review and refine the schedule and overall work plan to provide greater details on the individual tasks and specific steps for completion. SmithGroup will work with the City of Plymouth and the DDA to identify priorities and key milestones to establish a schedule that best aligns with the needs for the project as well as integrating time for project reviews and coordination. SmithGroup is an expansive and comprehensive set of professionals that have the capacity and skills to complete the project in a timely and efficient manner. The proposed schedule can be adjusted if needed to best meet the needs of the project and the City and the DDA.

	2025						2026			
	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March
<b>PROJECT COORDINATION &amp; VISIONING</b>										
Project Team Meetings (Bi-Weekly)										
Visioning Session/Project Kick-off										
<b>EXPLORATION / ANALYSIS</b>										
Review Previous Materials/Plans										
Analysis & GIS Mapping										
<b>COMMUNITY ENGAGEMENT</b>										
Engagement Strategy										
Community Surveying / Special Mtgs										
Large-Scale Community Meetings										
Stakeholder & Work Group Sessions										
Engagement Summary										
<b>CONCEPTUAL DESIGN</b>										
Concept Alternatives										
Preferred Concept Plan										
<b>IMPLEMENTATION PLAN</b>										
Opinion of Probable Construction Cost										
Phasing Plan										
Funding Strategy										



## SECTION 4

# PROJECT FEES



DETROIT STREETS PROGRAM IMPROVEMENTS  
DETROIT, MICHIGAN



# PROPOSED FEES

At SmithGroup, meeting our clients' needs and expectations is central to our practice. We value flexibility and being adaptable to solve complex problems using the resources available. Presented below is our fee proposal for the base scope of services, reimbursable allowance, and optional task items. We look forward to working with you in further refining the scope, level of detail, fee, and schedule to fit within your budget and timeline.

BASIC SCOPE TASKS	EST. HOURS	EST. FEE
Task 1: Project Coordination & Visioning	90	\$15,056
Task 2: Analysis Framework	140	\$20,170
Task 3: Community Engagement	385	\$57,550
Task 4: Conceptual Design	375	\$53,976
Task 5: Implementation Plan	95	\$15,232
Expenses		\$2,500
<b>TOTAL</b>	<b>1,085</b>	<b>\$164,484</b>

## ADDITIONAL SERVICE TASKS

Enhanced Concept Renderings (3x)		\$7,500-15,000
Additional Approval Meetings (16 hrs each)		\$2,500-7,500
Direct Grant Writing Support		\$10,000-20,000

## ADDITIONAL SERVICE OPTIONS

In reviewing the scope and opportunities for this project, the SmithGroup team has identified several other scope items that may be considered as part of this project. These scope items are itemized separately in the free proposal from the base scope described above.

### ENHANCED RENDERINGS

The base scope allows for basic 3D renderings for selected streetscapes or projects as part of communicating the design direction and approach. This additional service option would allow for a limited number of enhanced, photo-realistic renderings of key projects identified through the work. These renderings may be of value for building on-going support, fundraising, and continued inspiration for the community.

### ADDITIONAL APPROVAL MEETINGS

The base scope assumes up to four leadership/approval meetings. Additional leadership/approval meetings, where more intensive preparation work and formal presentations are requested, can be added on as needed.

### DIRECT GRANT WRITING SUPPORT

SmithGroup has extensive experience writing a range of grants for regional, state, and national programs. We have a dedicated grant support team, and can help compose and assemble grant material as part of this project and in support of advancing implementation.



## SECTION 5

# REQUIRED FORMS



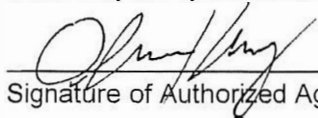
BURLINGTON DOWNTOWN STREETS AND PLAZA IMPROVEMENTS  
BURLINGTON, IOWA



**CONTACT INFORMATION**

Business Name	SmithGroup
Address	201 Depot Street, 2nd Floor
City/State/Zip	Ann Arbor, Michigan 48170
Phone Number	734.662.4457 (main); 734.669.2719 (direct)
Fax Number	734.662.0779
*Email Address	oliver.kiley@smithgroup.com
Business Contact	Oliver Kiley, Senior Principal

The Undersigned, having examined the scope of work, hereby proposes to perform the work in a manner satisfactory to the City of Plymouth in accordance with all specifications, terms and conditions contained in this bid document at the following rates and prices and complete all work within schedules as generally stated and specifically agreed to at the initiation of each phase of work. I affirm that I have the authority to submit this bid to the City of Plymouth for the work specified on the attached sheet.



Signature of Authorized Agent

Oliver Kiley, Senior Principal

Printed Name of Authorized Agent

May 1, 2025

Date

\*Award results will be sent via email, please be sure to include a valid email address above if you wish to be notified of the proposal award.



**AFFIDAVIT OF NONCOLLUSION**STATE OF Michigan COUNTY OF Washtenaw

Oliver Kilg (name), being first duly sworn deposes and says that he/she is  
Senior Principal (title) of SmithGroup (corporation) who submits herewith to the  
 City of Plymouth a proposal for DOWNTOWN PLYMOUTH 2025 STREETSCAPE DESIGN for the City of  
 Plymouth and certifies:

That all statements of fact in such proposal are true;

That such proposal was not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation;

That such proposal is genuine and not collusive or sham; That said bidder has not, directly or indirectly, by agreement, communication or conference with anyone, attempted to induce action prejudicial to the interest of the City of Plymouth, or of any other bidder or anyone else interested in the proposed contract; and further

That prior to the public opening and reading of proposals, said bidder:

1. Did not, directly or indirectly, induce or solicit anyone else to submit a false or sham proposal;
2. Did not, directly or indirectly, collude, conspire, connive or agree with anyone else that said bidder or anyone else would submit a false or sham proposal, or that anyone should refrain from bidding or withdraw his bid;
3. Did not in any manner, either directly or indirectly, seek by agreement, communication or conference with anyone to raise or fix the proposal price of said bidder or of anyone else or to raise or fix any overhead, profit, cost element of his proposal price or of that of anyone else;

Did not, directly or indirectly, submit his proposal price or any breakdown thereof, or the content thereof, or divulge information relative thereof, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, or to any individual or group of individuals, except to any person or persons who have a partnership or other financial interest with said bidder in this business.

SmithGroup

Firm Name

May 1, 2025

Date



Signature of Bidder

# Design a Better Future

**SMITHGROUP**

smithgroup.com

734.662.4457

201 Depot Street

2nd Floor

Ann Arbor, Michigan 48104

## RESOLUTION

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

WHEREAS The City of Plymouth has established a Downtown Development Authority to be responsible for the infrastructure and upkeep in the downtown area, to provide for the public peace, safety, and the economic viability of the city, and

WHEREAS The DDA Board approved a five-year strategic plan that includes high priority goals of Prepare a streetscape improvement plan and create proactive community engagement Related to any potential streetscape project, and

WHEREAS The Plymouth DDA received nine proposals in response to a Request for Proposals for Design and community engagement for upgrades to the Downtown Plymouth streetscape, And

WHEREAS The DDA Board of Directors voted to select and recommend to the City Commission the Proposal from the SmithGroup in an amount not to exceed \$164,484.

NOW THEREFORE BE IT RESOLVED THAT the City Commission does hereby award the 2025 Downtown Plymouth Streetscape Design bid to the SmithGroup in an amount not to exceed \$164,484. Funding for this project shall be authorized from the Downtown Development Authority Budget and any potential future grants.





## Administrative Recommendation

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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: Paul J. Sincock, City Manager  
CC: *S:\Manager\Sincock Files\Community Development Department Permit Fee Schedule - 06-16-25.docx*  
Date: June 12, 2025  
RE: Community Development Permit Fee Schedule Update

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### Background

The City Administration has an obligation to continually review its building fee structures in order to ensure that fees are in line with costs. The current environment of higher costs for our office staff as well as contracted staff makes this review critical to the financial success of the Department. This is also a part of our commitment to the Redevelopment Ready Community Status.

When we do these reviews, we often look at the fee structures in our neighboring communities and we review our cost of doing business as it relates to the fees.

The Community & Economic Development Departments has recently completed the review, and they are forwarding a proposed revised fee schedule. The proposed fee schedules will help address some issues that will make it easier for contractors to work with us. These changes will help meet our costs for the Department's Operations.

We have attached a memorandum and report from Greta Bolhuis as additional background material for the Commission to review.

### RECOMMENDATION:

The City Administration recommends that the City Commission adopt the attached fee schedule. The fee schedule can be adopted by Resolution of the City Commission and implemented on July 1, 2025, as outlined in the attached memorandum.

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

## **ADMINISTRATIVE RECOMMENDATION**

To: Paul Sincock, City Manager  
From: Greta Bolhuis, AICP, Planning and Community Development Director *JB*  
Date: June 2, 2025  
Re: Review of Community Development Department Fees

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### **BACKGROUND:**

As you are aware, Best Practice Three of the Redevelopment Ready Communities requires communities to maintain a fee schedule that allows an applicant to clearly understand their likely costs upfront, reducing surprises further in the process. The Community Development staff reviews the fee schedule annually as part of our budget. This annual review allows staff to evaluate fees, applications, policies, and procedures. It is an opportunity to discuss any questions, concerns, and feedback staff members have received throughout the year, and aim to remedy any issues encountered. Staff reviewed the current fee schedule and is recommending several updates. Fees are used to cover the cost required to complete inspections, and the administrative costs required to process, review, and issue permits, and process and review planning and zoning projects.

A comprehensive evaluation of building, plumbing, electrical, mechanical, and planning/zoning fees has been completed and resulted in updates to the fee schedule. As you are aware, fees for all permit types last increased in 2022. Please see the attached current and proposed fees. The values highlighted in yellow indicate that a change is proposed.

One of the proposed changes is the creation of tiered performance bond fees and a new bond policy. As you are likely aware, bond monies are collected at the start of a project and held in escrow when work is performed in the right-of-way. Bonds help ensure public property is restored to an acceptable condition at the completion of a project. The new tiered fees would reduce the bond fees required for smaller projects with less impact and increase the required fees for more impactful projects. The new policy formalizes the acceptable payment methods, refund requirements and notification, and clarifies the type of work and locations that require a bond.

Another proposed change is for mechanical and plumbing permits. The Community Development Department anticipates updates to the contract for Building Official and Plumbing/Mechanical Inspector services to come before the Commission in July. In this updated contract, mechanical and plumbing permits are proposed to change to a per inspection permit fee instead of paying for each item that will be installed. Switching to a per inspection fee for these permit types will allow greater consistency in job estimating for contractors, more precise permit revenues, better estimations for budgeting purposes, and less administrative time spent processing permits and end of month reports. Additionally, many other communities are converting to this permit fee method.

Assuming the proposed changes to the fee schedule are adopted, the adjustment to our fees will allow us to recoup the costs associated with the significant amount of staff time required to issue, track, schedule and

log inspection information, close out the affected permits, and manage planning and zoning projects. The changes are proposed to cover increasing labor and administrative rates, as well as increased vendor pricing.

These fees are proposed to change for the 2025 to 2026 fiscal year. Staff recommends that these permit fees be reviewed annually as part of the City Commission's budget planning process.

**RECOMMENDATION:**

Staff recommends that the attached proposed fee schedule be reviewed and approved by the City Commission to take effect on July 1, 2025.

Attached please find the current and proposed fee schedule. A sample resolution related to this matter has been attached for the commission to consider. Should you have any questions in advance of the meeting please feel free to contact me.





# City of Plymouth, Michigan

## Fee Schedule

Adopted: June 16, 2025

Effective: July 1, 2025

## General Permit Requirements

### ADMINISTRATIVE AND APPLICATION FEES

A \$25.00 administrative fee will be added to each permit. A 5% administrative fee shall be assessed when actual review costs are invoiced. The minimum permit fee is \$70.00.

An administrative or application fee will be added to each permit and planning/zoning submission. See specific fees on subsequent pages.

### PERMIT REFUNDS

A permit refund must be requested in writing by the permit holder. When a permit refund is approved, an administrative fee of \$150.00 shall be retained. Plan review fees are not refundable. Expired permits are not refundable.

A permit refund must be requested in writing by the permit holder. When a permit refund is approved, an administrative fee of \$175.00 shall be retained. Plan review fees are not refundable. No refunds will be issued for expired permits.

### PERMIT RENEWALS

Permit renewal fees shall be 50% of the original permit fee or \$100.00, whichever is greater. Permits may be renewed once for a period of six (6) months.

A permit renewal must be requested in writing by the permit holder. Permit renewal fees shall be 50% of the original permit fee or \$200.00, whichever is less. Permits may be renewed once for a period of six (6) months.

### BONDS

A performance bond is required as necessary to protect the public and public property. The fee is \$2,500.00. Fees shall be paid using a certified check, money order, or cash. Abandonment of work for a period of six (6) months or failure to call for a final inspection upon completion of work will result in forfeiture of bond monies. Bonds will not be returned on expired permits.

### INSPECTION FEES

Additional or special inspections beyond those inspections covered within the permit fees shall be charged at a fee of \$80.00 per inspection. An \$80.00 re-inspection fee shall be added to each permit when two or more inspections are disapproved or locked out. Overtime inspections fees are assessed when an inspection is required outside of the 8:00 a.m. to 4:30 p.m. business hours. Holiday inspection fees are assessed when an inspection is required on a day when City of Plymouth offices are closed. Fees for overtime or holiday inspections shall be \$150.00 per half hour or fraction thereof.

A re-inspection fee shall be added to a permit when an inspection is disapproved, locked out, or not ready. Overtime inspections fees are assessed when an inspection is required outside of the 8:00 a.m. to 4:30 p.m. business hours. Holiday inspection fees are assessed when an inspection is required on a day when City of Plymouth offices are closed. Fees for overtime or holiday inspections shall be \$150.00 per half hour or fraction thereof and are only provided at the discretion and availability of the City of Plymouth.

### DEFINITIONS

Residential is any development that falls under the purview of the Michigan Residential Code.

Commercial/industrial is any development that falls under the purview of the Michigan Building Code.

### CURRENT CODE BOOKS

2015 Michigan Building Code

2015 Michigan Residential Code

2021 Michigan Mechanical Code

2021 Michigan Plumbing Code

2023 National Electrical Code

See website for current code editions.

## BONDS

Bond policy and fees, effective 7/1/2025:

The City of Plymouth requires a performance bond in order to protect the public and public property. This bond is held in reserve until the project is completed, inspected, and approved to ensure that property is restored to an acceptable condition.

Fees shall be paid with a certified check, money order, cash, or surety bond. The fees are accumulating. Each location that is affected requires the corresponding bond fee.

If the property is not restored to acceptable condition within six (6) months from the last date of inspection, then the Community Development Department shall contact the bondholder in writing outlining the outstanding work and request completion. If the bondholder does not respond and/or complete the work within 30 days of the written notification, the Community Development Department shall consider the work abandoned and bond monies will be forfeited.

Fees depend upon the location of the work and the size of the area as outlined below:

Right-of-Way Location	Size	Fee
Soft surface/grass	0-100 SF	\$500.00
Soft surface/grass	101+ SF	\$1,000.00
Hard surface/sidewalk/approach	0-50 SF (1-2 flags)	\$500.00
Hard surface/sidewalk/approach	51+ SF (3+ flags)	\$1,000.00
Road: Concrete curb	0-5 LF	\$500.00
Road: Concrete curb	6-10 LF	\$1,000.00
Road: Concrete curb	10+ LF	\$2,000.00
Road: Asphalt surface	0-10 SF	\$1,250.00
Road: Asphalt surface	11-150 SF	\$4,000.00
Road: Asphalt surface	151+ SF	\$6,000.00

Other Projects that Require a Performance Bond	Fee
Demolition	\$2,500.00
New construction	\$2,500.00



## Building

	Current Fee	Proposed Fee
<b>ADMINISTRATIVE</b>		
Administrative fee (added to each permit)	\$25.00	\$35.00
Minimum permit fee	\$150.00	\$160.00
Inspection fee	\$80.00	\$90.00
Moving structure within or through City of Plymouth	\$3,000.00	\$3,000.00
Moving structure into City of Plymouth	\$6,000.00	\$6,000.00
<del>Temporary certificate of occupancy</del>	<del>\$300.00</del>	
<del>Certificate of occupancy for existing building or addition</del>	<del>\$150.00</del>	
<b>Application for certificate of occupancy</b>	-	<b>\$350.00</b>
Builder registration, one year cycle ending May 31	\$30.00	\$30.00
<b>PLAN REVIEW: RESIDENTIAL</b>		
New construction - up to 2,999 square feet	\$350.00	\$350.00
New construction - 3,000 square feet or more	\$550.00	\$550.00
Addition, alteration - up to 1,499 square feet	\$150.00	\$150.00
Addition, alteration - 1,500 square feet or more	\$300.00	\$300.00
Basic zoning review	\$35.00	\$35.00
Engineering plan review	See page 11	See PZ fees
Electrical, plumbing, mechanical, fire plan review	\$60.00	\$80.00 per hour
<b>PLAN REVIEW: COMMERCIAL/INDUSTRIAL</b>		
New construction, per square foot	\$0.15, \$400 min.	\$0.15, \$400 min.
Addition, alteration, per square foot - up to 1,499 square feet	\$0.15, \$150 min.	\$0.15, \$150 min.
Addition, alteration, per square foot - 1,500 square feet or more	\$0.15	\$0.15
Basic zoning review	\$50.00	\$50.00
<b>NEW CONSTRUCTION, ADDITIONS, ALTERATIONS</b>		
Base fee	\$100.00	\$100.00
Each \$1,000 of construction cost, residential	\$15.00	\$16.00
Each \$1,000 of construction cost, commercial/industrial	\$17.00	\$18.00
<b>SIGNS</b>		
Sign permit, includes two (2) signs	\$100.00	\$100.00
<b>DEMOLITION</b>		
Residence	\$400.00	\$400.00
Commercial/industrial, per square foot	\$0.12, \$500 min.	\$0.12, \$500 min.
Accessory structure	\$100.00	\$100.00
Interior only	\$200.00	\$200.00

**OTHER FEES**

	Current Fee	Proposed Fee
Roof, windows, door/doorwall, siding, awning or canopy, basement waterproofing	\$125.00	\$125.00
Prefabricated shed, accessory structure, or ramp	\$100.00	\$100.00
Residential concrete	\$150.00	\$150.00
Fence/wall	\$90.00	\$90.00
Insulation only	\$125.00	\$125.00

## Right-of-Way

	Current Fee	Proposed Fee
<b>ADMINISTRATIVE</b>		
Administrative fee	\$25.00	\$35.00
Minimum permit fee	\$125.00	\$135.00
Inspection fee	\$80.00	\$90.00
Public alley or public easement vacation petition (see City Clerk for details)	\$1,000.00	\$1,500 + fees* +5%
Public street vacation petition (see City Clerk for details)	\$1,000.00	\$2,000 + fees* +5%
*Fees may include City Attorney, City Engineer, planning, surveying, document recording, etc.		
<b>CLOSURE</b>		
Dumpster, trailer, POD, etc. in legal parking space between 7 and 90 days	\$100.00	\$100.00
Sidewalk closure between 7 and 90 days	\$150.00	\$150.00
Renewal of dumpster, trailer, POD, etc. in legal parking space between 91 and 180 days	\$175.00	\$175.00
Renewal of sidewalk closure between 91 and 180 days	\$200.00	\$200.00
Temporary road closure	\$200.00	\$200.00
Temporary lane closure	\$150.00	\$150.00
Temporary public parking space closure	\$100.00	\$100.00
<b>WORK IN THE RIGHT-OF-WAY</b>		
Fiber optics, cable, utility work (not covered by the Metro Act)	\$125.00	\$125.00
Residential driveway approach, curb cut, public sidewalk	\$100.00	\$100.00
Commercial/industrial driveway approach, curb cut, public sidewalk	\$150.00	\$150.00
<b>PLAN REVIEW</b>		
Closure/detour plan review	\$50.00	\$50.00
Basic ordinance review, residential	\$35.00	\$35.00
Basic ordinance review, commercial/industrial	\$50.00	\$50.00
Municipal services review, per hour		\$110.00
Stormwater impact review	<del>\$100.00</del>	
Engineering plan review	See page 11	See PZ fees



## Water and Sewer

	Current Fee	Proposed Fee
<b>ADMINISTRATIVE</b>		
Administrative fee	\$25.00	\$35.00
Minimum permit fee	\$125.00	\$135.00
Inspection fee	\$80.00	\$90.00
<b>WATER AND SEWER CONNECTION CHARGES</b>		
Residential connection from sump pump to storm sewer line	\$300.00	\$300.00
Up to and including 1 inch water tap	\$3,530.00	\$3,530.00
1.5 inch water tap	\$3,750.00	\$3,750.00
2 inch water tap	\$6,515.00	\$6,515.00
3 inch water tap	\$11,410.00	\$11,410.00
4 inch water tap	\$19,274.00	\$19,274.00
Up to and including 6 inch sewer tap	\$10,000.00	\$10,000.00
6 inch water tap	\$38,792.00	\$38,792.00
8 inch sewer tap	\$25,000.00	\$25,000.00
8 inch water tap	\$50,000.00	\$50,000.00
10 inch sewer tap	\$40,000.00	\$40,000.00
12 inch sewer tap	\$55,000.00	\$55,000.00
14 inch sewer tap	\$70,000.00	\$70,000.00
Road replacement fee	Actual cost, \$500 min.	Actual cost, \$500 min. + 5%
<b>WATER AND SEWER SERVICE CHARGES</b>		
New construction meter install	\$150.00	\$150.00
Water service disconnection	\$200.00	\$200.00
Fire hydrant usage	\$100 plus charge for water	\$100 plus charge for water
<b>EXTERIOR PLUMBING WORK</b>		
Storm sewer (building to main or any part therein)	\$200.00	\$200.00
Sanitary sewer (building to main or any part therein)	\$200.00	\$200.00
Water service (building to main or any part therein)	\$200.00	\$200.00
Manholes, catch basins	\$200.00	\$200.00

## Electrical

	Current Fee	Proposed Fee
<b>ADMINISTRATIVE</b>		
Administrative fee	\$25.00	\$35.00
Electrical registration, one year cycle	\$20.00	\$20.00
Minimum permit fee	\$75.00	\$150.00
Inspection fee	\$80.00	\$80.00
<b>SERVICE</b>		
Service, up to 200 Amp	\$60.00	\$60.00
Service, over 200 Amp through 599 Amp	\$110.00	\$110.00
Service, over 600 Amp	\$160.00	\$160.00
Temporary service	\$60.00	\$60.00
Sub panels	\$20.00	\$20.00
<b>CIRCUITS</b>		
Circuits	\$15.00	\$15.00
Data/Telecommunications, per device	\$6.00 each, \$25 min.	\$6.00 each, \$25 min.
Furnace, central air conditioning circuit	\$20.00	\$20.00
Smoke Detector, per system	\$25.00	\$25.00
Fire Alarm System, per device	\$5.00 each, \$60 min.	\$5.00 each, \$60 min.
<b>FIXTURES</b>		
Fixtures (lights and plugs), per 25	\$20.00	\$20.00
Pole lights in parking lots, per light	\$15.00	\$15.00
<b>MOTORS/GENERATORS</b>		
Up to 20 HP or KW	\$30.00	\$30.00
More than 20 HP or KW to 40 HP or KW	\$40.00	\$40.00
More than 40 HP or KW to 60 HP or KW	\$50.00	\$50.00
More than 60 HP or KW	\$55.00	\$55.00
<b>FEEDERS</b>		
Feeders, bus ducts, etc.	\$20 per 50 feet	\$20 per 50 feet
Conduit only	\$60.00	\$60.00
<b>EQUIPMENT</b>		
Swimming pools or hot tubs	\$60.00	\$60.00
Car chargers	\$60.00	\$60.00
Solar panels, per panel	\$20.00	\$20.00
Power outlets (ranges, dryers, etc.)	\$15.00	\$15.00
<b>SIGN</b>		

Sign	\$60.00	\$60.00
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**PLAN REVIEW FEES**

Electrical plan review, per hour	\$60.00	\$80.00
Solar panel plan review, (includes 2 hours for building and electrical)	\$160.00	\$160.00
Fire alarm review (includes 3 review hours)	\$200.00	\$200.00
Electric vehicle charger plan review		\$80.00



## Plumbing

	Current Fee	Proposed Fee
<b>ADMINISTRATIVE</b>		
Application fee	\$40.00	\$50.00
Plumbing registration, three year cycle	\$15.00	\$15.00
Minimum permit fee	\$80.00	\$160.00
<b>FIXTURES</b>		
New stack or stack alteration (soil, waste, vent and inside conductor), each	\$15.00	
Sump pump, sewage ejector, or interceptor (any description), each	\$15.00	
Fixtures, floor drains, special drains, water connected appliances, each	\$15.00	
Water heater, new	\$30.00	
Water heater, replacement	\$50.00	
<b>WATER DISTRIBUTION SYSTEM</b>		
3/4" to 1" water piping	\$40.00	
1 1/4" to 2" water piping	\$50.00	
2 1/2" and larger water piping	\$65.00	
Backflow preventor	\$100.00	
<b>SEWERS AND DRAINS</b>		
Sub soil drains (inside)	\$35.00	
Interior sewer	\$200.00	
Interior water service	\$200.00	
<b>GAS PIPING AND PRESSURE TEST</b>		
Residential gas piping	\$50.00	
Commercial or industrial gas piping	\$60.00	
Gas pressure test	\$50.00	
Additional gas pressure test, same location	\$45.00	
<b>INSPECTION FEES - RESIDENTIAL</b>		
Rough		\$110.00
Final		\$110.00
Underground		\$110.00
Shower Pan		\$110.00
Gas Pressure Test		\$110.00
Water Service		\$110.00
All other inspections		\$110.00
Re-inspection		\$110.00
<b>INSPECTION FEES - COMMERCIAL/INDUSTRIAL</b>		
Rough		\$120.00
Final		\$120.00
Underground		\$120.00
Shower Pan		\$120.00

Gas Pressure Test		\$120.00
Water Service		\$120.00
All other inspections		\$120.00
Re-inspection		\$120.00

#### PLAN REVIEW FEES

Plumbing plan review, per hour	\$60.00	\$80.00
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## Mechanical

	Current Fee	Proposed Fee
<b>ADMINISTRATIVE</b>		
Application fee	\$40.00	\$50.00
Plumbing registration, three year cycle	\$15.00	\$15.00
Minimum permit fee	\$80.00	\$160.00
<b>GAS PIPING AND PRESSURE TEST</b>		
Residential gas piping	\$50.00	
Commercial or industrial gas piping	\$60.00	
Gas pressure test	\$50.00	
Additional gas pressure test, same location	\$45.00	
Exhaust or ventilation systems test	\$50.00	
<b>ITEM</b>		
Air Conditioning (including split systems)	\$60.00	
Bath fan with ventilation	\$15.00	
Boilers	\$80.00	
Coils (heat/cool)	\$60.00	
Damper (control, back draft, barometric, or fire/smoke)	\$50.00	
Duct alteration or addition onto existing system	\$60.00	
Gas/oil burning equipment (furnace, roof top units, generators)	\$60.00	
Gas burning fireplace (including pre-fab, gas log)	\$85.00	
Heat pumps	\$60.00	
Make up air units	\$80.00	
Refrigeration (split system)	\$60.00	
Solid fuel equipment (includes chimney)	\$80.00	
Unit heaters	\$60.00	
Water heater, new	\$30.00	
Water heater, replacement	\$50.00	
Fire suppression system	\$60.00	
Each sprinkler head/nozzle	\$2.00	
<b>DUCTWORK AND PIPING</b>		
Humidifier/Air Cleaner	\$50.00	
Chimney Liner	\$40.00	
Complete distribution system	\$90.00	
Exhaust fans (kitchen and bath)	\$15.00	
<b>INSPECTION FEES - RESIDENTIAL</b>		
Rough HVAC		\$110.00
Final HVAC		\$110.00
Gas Pressure Test		\$110.00
Fireplace Rough		\$110.00
Fireplace Final		\$110.00
All other inspections		\$110.00



Re-inspection		\$110.00
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#### INSPECTION FEES - COMMERCIAL/INDUSTRIAL

Rough HVAC		\$120.00
Final HVAC		\$120.00
Gas Pressure Test		\$120.00
Fireplace Rough		\$120.00
Fireplace Final		\$120.00
All other inspections		\$120.00
Re-inspection		\$120.00

#### PLAN REVIEW FEES

Mechanical plan review, per hour	\$60.00	\$80.00
Fire suppression review (includes 3 review hours)	\$200.00	\$200.00

## Planning and Zoning

	Current Fee	Proposed Fee
<b>PLANNING COMMISSION FEES</b>		
A \$35.00 administrative fee will be added to each PZE record. The applicant/developer is fully responsible for any and all fees, costs, and/or expenses, including any charges incurred due to outside plan review, which are associated with the development/application review, whether approval of the application is granted or not. All outstanding fees shall be paid to the City of Plymouth prior to being placed on a meeting agenda and prior to the issuance of a permit.		
Site Plan		
Pre-application meeting, per meeting	\$350.00	\$375.00
Conceptual review	\$550.00	\$750.00
Site plan review, base fee	\$1,000.00	\$1,500.00
Site plan review, per acre fee	\$75.00	\$100.00
<del>Revised site plan</del>	<del>\$800.00</del>	
Site plan amendment		\$1,000.00
Minor site plan review	\$650.00	\$1,000.00
Change of use		\$600.00
Special Land Use and Site Plan		
Special land use and site plan review, base fee	\$1,800.00	\$2,300.00
Special land use and site plan review, per acre fee	\$75.00	\$100.00
Zoning Change		
Zoning district boundary change or conditional rezoning	\$800.00	\$1,300.00
Conditional rezoning		\$1,800.00
Zoning ordinance text amendment	\$800.00	\$1,300.00
Planned Unit Development		
Preliminary planned unit development, base fee	\$1,500.00	\$2,300.00
Preliminary planned unit development, per acre fee	\$75.00	\$100.00
Final planned unit development, base fee	\$1,100.00	\$1,500.00
Final planned unit development, per acre fee	\$75.00	\$100.00
Revised planned unit development submission	\$1,000.00	\$1,000.00
Planned unit development approval extension	\$850.00	\$850.00
Amendment to a planned unit development (after final PUD approval)	\$850.00	\$2,000.00
Other Planning Commission fees		
Ann Arbor Road Corridor sign review	\$400.00	\$400.00
Special meeting (at the Commission's discretion)	\$800.00	\$800.00
<b>ZONING FEES</b>		
Zoning verification letter	\$75.00	\$125.00
Digitization of oversized plans	Pass through	\$20.00 base fee, \$5.00 per page

Site plan verification, base fee	\$200.00	\$200.00
Site plan verification, per acre fee	\$25.00	\$25.00
Land division, land recombination, per involved parcel	\$150.00	\$300.00
Condominium review	\$500.00	\$500.00
Address creation, per new address	\$30.00	\$30.00
Generator location review	\$35.00	\$50.00

### Planning and Zoning (Cont.)

	Current Fee	Proposed Fee
<b>ENGINEERING FEES</b>		
Wade Trim daily inspection rate	\$850.00	\$850.00
Engineering deposit	3% of total project	3% of total project
Engineering plan review	Actual cost + 5%	Actual cost + 5%
<b>OTHER REVIEW FEES</b>		
Planning consultant review	Actual cost + 5%	Actual cost + 5%
City department review fee, per hour	\$110.00	\$110.00
<b>ZONING BOARD OF APPEALS</b>		
Ordinance interpretation only	\$300.00	\$350.00
Single-family residential variance application	\$300.00	\$350.00
All other uses variance application	\$550.00	\$600.00
Special meeting (at the Board's discretion)	\$300.00	\$350.00
<b>HISTORIC DISTRICT COMMISSION</b>		
Administrative review	\$75.00	\$125.00
Historic District Commission review	No fee	No fee
<b>BROWNFIELD REDEVELOPMENT FEES</b>		
Administrative fee (comes out of the tax capture)	10% of total project investment	10% of total project investment
Application fee, total project investment \$0-5 Million	\$250.00	\$250.00
Application fee, total project investment \$5-10 Million	\$500.00	\$500.00
Application fee, total project investment \$10 Million+	\$1,000.00	\$1,000.00
<b>PAYMENT IN LIEU OF PARKING</b>		
One parking space (no physical space provided)	\$10,000.00	\$10,000.00



## Housing Inspection Fees

	Current Fee	Proposed Fee
HOUSING INSPECTION FEES		
Registration fee	\$30.00	\$70.00
Initial inspection	\$60.00	\$100.00
Re-inspection fee	\$50.00	\$90.00
Each additional unit over three (3) (applicable to initial and re-inspection)	\$5.50	\$15.00
No show/no access fee	\$50.00	\$90.00
Tenant requested inspection	\$50.00	\$90.00
Certificate of compliance	\$10.00	\$50.00
Transfer certificate of compliance to new owner	\$10.00	\$50.00
VA and FHA inspections, per inspection	\$500.00	\$500.00

## RESOLUTION

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

- WHEREAS The City Commission of the City of Plymouth has reviewed the proposed fee schedule amendments, and
- WHEREAS The City of Plymouth Community Development Department monitors and suggests fee changes as necessary, and
- WHEREAS The suggested amendments will allow staff to cover costs related to the operation of the building department and planning and zoning projects, and
- WHEREAS Staff recommends that the City Commission reviews these fee schedules annually as part of the City Budget Process.

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

NOW THEREFORE BE IT FURTHER RESOLVED THAT the proposed and amended fee schedule as attached will go into effect for all plan reviews completed and permits applied for and issued on or after July 1, 2025.



# CITY OF PLYMOUTH

[www.plymouthmi.gov](http://www.plymouthmi.gov)

201 S. Main  
Plymouth, Michigan 48170-1637

Phone 734-453-1234  
Fax 734-455-1892

## MEMORANDUM

Date: June 13, 2025  
To: Paul Sincock, City Manager  
From: John Scanlon, Finance Director  
Subject: Fourth Quarter Budget Amendments

**Issue:** 2024-25 Fourth Quarter Budget Amendments

**Analysis:** Please find attached the Revenue and Expenditure reports through June 12, 2025, for the 2024-25 fiscal year for the General Fund and the nine principal special revenue and enterprise funds of the City. Also included is a summary of revenues and expenditures, changes in fund equity for the current year (green graph), a comparative summary for the prior year (yellow graph), and an investment report. Please note that this report reflects activity only through June 12 and does not include final revenues, expenses, or any year-end accruals. These adjustments will be entered during July and early August.

As of this point in the fiscal year, the combined fund balances of the ten major funds reflect an overall decrease of 11%. However, six of these funds are currently showing increases in fund balance. Additional adjustments are expected as part of the year-end closing process. These anticipated changes are outlined below:

- The General Fund currently reflects an increase in fund balance of \$336,798. Both revenues and expenditures are higher compared to last year, primarily due to a decrease in grant revenue and the associated expenditures. Final amendments to the General Fund impact the majority of departments; however, these adjustments are relatively minor and largely reflect operational changes throughout the fiscal year. Fourth-quarter budget amendments reflect a reduction in the approved expenditure level, as some capital projects originally budgeted for 2024-25 have been deferred to the 2025-26 fiscal year. As we close out the year, we anticipate a decrease in the fund balance from its current position as final expenditures for 2024-25 projects are recorded. Nonetheless, the overall financial position of the General Fund remains strong.
- The Major Street and Local Street Funds show a combined fund balance increase of \$287,739, a positive trend expected to continue into the 2025-26 fiscal year. The largest revenue source for these funds is the Gas & Weight Tax, which is projected to increase by approximately 3% over the 2023-24 fiscal year. While there are some minor budget adjustments within the Major and Local Street Funds, the majority of changes are reflected in the 2024 GO Capital Improvement Construction Fund (Fund 488), as detailed in the budget



adjustment summary. This fund contains the bond proceeds from the 2024 issuance and serves as the primary funding source for street construction projects throughout the City, as authorized by voters through the 2019 ballot proposal. Overall, both funds remain stable as we approach the end of the fiscal year.

- The Recreation Fund has recovered from its third-quarter negative fund balance and now shows a positive balance of \$24,861, largely due to an additional subsidy of \$181,650. Overall, revenue is currently down 8.8% compared to the prior year. However, with soccer registration concluding on June 30, final figures are expected to be comparable to those of the 2023–24 fiscal year. The Recreation Fund currently receives a general operating subsidy of \$495,245 from the General Fund, which is equivalent to approximately 0.7 mills. This subsidy is expected to increase slightly to \$500,000 in the upcoming fiscal year. Overall, the Recreation Fund is expected to close out the fiscal year in a stable financial position.
- The Waste and Recycling Fund continues to maintain a strong financial position. Over the past ten fiscal years, the fund's equity has declined in only three of those years. However, due to the planned use of cash reserves to purchase new carts citywide, a decline in fund balance is anticipated for the 2024–25 fiscal year. It is important to note that by pre-funding the cart purchase, the City secured a discounted rate of approximately \$27 per cart over the life of the contract.
- The DDA Operating Fund shows an increase of \$403,862 in fund balance, however we do expect this to be reduced as final adjustments from the 3<sup>rd</sup> quarter budget amendments are implemented. Due to Act 57 of 2018, the Recodified Tax Increment Financing Act, budget amendments must be approved by the City Commission before being approved by the DDA Board. The final budget amendments for the DDA were approved with the third-quarter budget amendments and subsequently approved by the DDA Board at their meeting on May 12, 2025.
- The fund balance in the Building Fund is up \$28,272 compared to this time last year. Following a negative fund balance in the third quarter, a \$75,500 contribution was requested from the General Fund. This, along with \$37,975 in permit revenue through mid-June, has helped restore the fund to a positive position. We expect the Building Fund to close out the fiscal year in a financially stable condition.
- The Neighborhood Services Fund currently reflects a decrease of \$7,209. This fund is typically supported through a combination of a \$73,010 transfer from the General Fund, Community Development Block Grant (CDBG) funds, and a grant from SMART Bus. As of the end of May, \$76,962 has been expended for senior transportation services, and no significant deviations from the budgeted amounts are anticipated.

- The Water and Sewer Operating and Maintenance Fund currently reflects a decrease of \$824,736 in fund balance. This decline was anticipated due to planned contributions to the Capital Improvement Fund, which have supported the water and sewer components of the street construction program. However, closing journal entries required as part of the fiscal year-end process are expected to offset this decrease. Additionally, a rate increase of \$1.48 per 1,000 gallons, or approximately 9.6%, for the 2025–26 fiscal year was approved at the City Commission's first meeting in June.
- The Equipment Fund currently reflects an increase in fund balance of \$159,263, primarily due to the sale of the shared Plymouth/Northville ladder fire truck. As with the Water and Sewer Operating Fund, the required year-end journal entries will impact the final fund balance once the fiscal year is closed. At this time, expenditures are down 12% compared to the previous fiscal year.

As of June 12, 2025, the total combined fund balance for all ten principal operating funds is \$10,228,246. The General Fund reflects an increase of \$336,798 which, while expected to adjust slightly during year-end closeout, will remain strong. As the fiscal year concludes, all funds are projected to maintain a positive final position. Overall, the City's financial position remains solid, providing a strong foundation for the 2025–26 fiscal year.

Included with this memorandum is the Budget Adjustment Summary, which shows the effect of the proposed amendments on the various funds and activities of the City. These changes are consistent with the authority granted in the budget to make such amendments on a departmental basis. The Budget Adjustment Summary is, in effect, the synopsis of all the line item amendments that have been proposed administratively. The budget appropriations are not approved by line item – they are based on activity categories in the General Fund and by fund totals for all other funds.

### **BUDGET AMENDMENTS**

The proposed budget amendments required through the end of the 2024–25 fiscal year, as shown in the Budget Adjustment Summary, address changes in budgetary patterns that were not anticipated when the budget was originally adopted in June 2024. The following resolution is necessary to adopt these amendments.

## **RESOLUTION**

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

WHEREAS Actual patterns of departmental expenditures occur differently than originally projected in the 2024-2025 City Budget as adopted in June of 2024; and

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

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

NOW, THEREFORE BE IT RESOLVED, that the 2024-2025 City Budget is hereby amended as indicated in the 4th quarter amendments column of the attached Budget Amendments Summary, which is made a part of this resolution.

BE IT FURTHER RESOLVED, that the City Finance Director is authorized to change the budgetary appropriations as necessary to comply with the Budget Amendments Summary effective June 16, 2025.

**Requested Action:** Approve 2024-25 Fourth Quarter Budget Amendments Resolution

**Attachment(s):** Quarterly Financial Reports



**BUDGET ADJUSTMENT SUMMARY  
FOURTH QUARTER - FY 24-25**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>GENERAL FUND REVENUE: #101</b>							
Property Taxes	7,507,600	-	-	-	-	-	7,507,600
Licenses & Permits	3,700	-	-	-	-	-	3,700
Federal/State Grants	200,000	-	-	194,635	100,000	294,635	494,635
State-Shared Revenues	1,494,410	63,000	300	-	176,100	228,400	1,722,810
Charges for Services	962,637	-	-	5,500	1,700	7,200	969,837
Catalary Revenues	167,600	-	-	500	6,100	5,600	163,100
Parking Revenues	65,200	-	-	17,000	12,000	29,000	94,200
Other Operating Revenues	650,540	70,000	140,250	58,805	41,525	310,580	961,120
Appropriation of Surplus	2,615,848	(88,835)	-	(442,180)	-	(531,015)	2,084,833
<b>Total Operating Revenue</b>	<b>13,657,733</b>	<b>34,165</b>	<b>140,550</b>	<b>(165,840)</b>	<b>335,425</b>	<b>344,300</b>	<b>14,002,033</b>
Transfers In From Other Sources	10,000	-	-	-	-	-	10,000
<b>Total Revenue All Classes</b>	<b>13,667,733</b>	<b>34,165</b>	<b>140,550</b>	<b>(165,840)</b>	<b>335,425</b>	<b>344,300</b>	<b>14,012,033</b>
<b>GENERAL FUND EXP: #101</b>							
City Commission	177,645	500	2,375	8,125	5,925	16,925	194,570
City Manager	421,030	-	950	6,550	4,160	10,350	431,380
Finance Department	595,305	1,500	176	2,725	4,850	9,250	604,556
City Clerk	208,320	2,700	2,250	500	15,000	20,450	228,770
Management Information Services	472,620	50	3,506	7,300	400	11,256	483,876
City Assessor	88,439	-	-	-	2,600	2,600	91,039
Election Services	138,086	400	22,185	6,250	-	28,835	167,521
City Hall Maintenance	161,285	2,940	700	5,700	4,950	14,290	176,575
Legal Services	168,000	5,400	-	-	-	5,400	173,400
Other Functions	369,099	600	-	4,700	3,750	9,050	378,139
Police Department	4,803,161	7,600	1,025	11,650	49,500	69,775	4,872,526
Fire Department	1,160,515	10,000	-	-	427,500	437,500	1,598,015
MSD Administration	353,955	75	3,460	5,900	68,300	73,735	427,120
MSD Yard Maintenance	98,540	-	-	68,200	500	68,700	167,240
Street Lighting	235,000	-	-	28,500	-	28,500	263,500
Miscellaneous MSD Services	2,480	-	-	-	-	-	2,480
Bathery Maintenance Expense	-	-	-	-	-	-	-
Special Events	157,470	-	1,925	4,700	15,000	21,625	179,095
Parking System	85,109	-	4,400	310	150	4,860	90,069
MSD Services - DDA	193,885	-	-	23,500	111,800	140,100	333,985
Cemetery	179,310	-	-	900	1,500	2,400	181,710
Parks & Public Property	222,985	-	285	40,500	7,700	48,485	271,470
Capital Outlay	2,943,760	2,500	68,360	(645,000)	(388,950)	(963,100)	1,980,660
Debt Service	32,412	-	29,265	-	-	29,265	61,677
<b>Tot. Gen'l Operating Expenditures</b>	<b>13,264,182</b>	<b>34,165</b>	<b>140,550</b>	<b>(422,990)</b>	<b>335,425</b>	<b>87,150</b>	<b>13,351,332</b>
Transfers Out to Other Funds	403,551	-	-	267,160	-	267,160	670,711
Contingency	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>13,667,733</b>	<b>34,165</b>	<b>140,550</b>	<b>(165,840)</b>	<b>335,425</b>	<b>344,300</b>	<b>14,012,033</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>MAJOR ST FUND REV: #202</b>							
Gas & Weight Taxes	843,021	-	-	-	-	-	843,021
Contrib & Other	5,000	-	-	15,000	2,000	17,000	22,000
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>848,021</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>2,000</b>	<b>17,000</b>	<b>865,021</b>
<b>MAJOR ST FUND EXP: #202</b>							
Administration/Debt	29,055	-	-	-	-	-	29,055
Routine Maintenance	156,355	-	10,750	25,600	(450)	35,900	192,255
Stormwater System Maintenance	3,000	-	-	-	-	-	3,000
Traffic Signal Maintenance	100,600	-	-	-	-	-	100,600
Snow & Ice Control	69,805	-	(10,750)	3,875	2,450	(4,425)	65,275
Road Construction	-	-	-	-	-	-	-
Transfers Out to Other Funds	421,511	-	-	-	-	-	421,511
Contingency	67,905	-	-	(14,475)	-	(14,475)	53,430
<b>TOTAL EXPENDITURES</b>	<b>848,021</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>2,000</b>	<b>17,000</b>	<b>865,021</b>

**BUDGET ADJUSTMENT SUMMARY**

**FOURTH QUARTER - FY 24-25**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>LOCAL ST FUND REV: #203</b>							
Gas & Weight Taxes	281,858	-	-	-	-	-	281,858
Contrib & Other	434,091	3,000	-	-	-	3,000	437,091
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>715,949</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,000</b>	<b>718,949</b>
<b>LOCAL ST FUND EXP: #203</b>							
Administration/Debt	28,140	1,500	-	-	-	1,500	29,640
Routine Maintenance	169,705	3,500	13,745	20,000	18,800	56,045	225,750
Stormwater System Maintenance	1,000	-	-	-	-	-	1,000
Traffic Signal Maintenance	61,475	100	(14,800)	500	(6,000)	(19,200)	42,275
Snow & Ice Control	31,080	-	1,065	7,025	1,850	9,930	41,010
Road Construction	-	-	-	-	-	-	-
Contingency	424,549	(2,100)	-	(27,525)	(15,650)	(45,275)	379,274
<b>TOTAL EXPENDITURES</b>	<b>715,949</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,000</b>	<b>718,949</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>RECREATION FUND REV: #208</b>							
Cultural Center Revenues	518,000	-	(28,820)	(31,740)	-	(60,660)	457,340
Transfer from General Fund	313,595	-	-	181,850	-	181,850	495,245
Administrative Charges	1,000	9,000	48,200	17,000	12,800	85,000	86,000
Program Fees & Charges	350,000	2,900	-	(17,425)	18,050	2,925	352,925
Appropriation of Surplus	139,245	(2,420)	-	(13,875)	-	(118,295)	22,950
<b>TOTAL REVENUE</b>	<b>1,321,840</b>	<b>8,880</b>	<b>17,280</b>	<b>35,610</b>	<b>30,850</b>	<b>92,620</b>	<b>1,414,460</b>
<b>RECREATION FUND EXP: #208</b>							
Cultural Center & Administration	1,143,360	280	11,700	20,680	18,250	48,790	1,192,140
Basic Skills	-	-	-	-	-	-	-
Recreation Vending	-	-	-	-	-	-	-
Recreation Services	4,650	150	480	-	(1,000)	(370)	4,280
Adult Athletics	-	-	-	-	-	-	-
Youth Athletics	5,500	-	-	175	3,100	3,275	8,775
Miracle League	10,000	2,300	-	-	-	2,300	12,300
PCHA - Mini Miles	-	-	150	-	-	150	150
Over 60/70 Hockey	-	5,000	3,500	9,000	-	18,500	18,500
PCHA	-	-	-	-	-	-	-
MSD Services	6,925	160	150	175	(500)	(25)	6,800
Soccer	120,735	-	-	-	5,000	5,000	125,735
Liquor	10,540	-	-	-	(3,000)	(3,000)	7,540
Classes & Special Events	14,120	-	1,300	5,700	11,000	18,000	32,120
Therapeutic Program	1,000	-	-	-	-	-	1,000
Senior Programs-Classes	5,020	-	-	-	-	-	5,020
Plymouth-Canton Steelers	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,321,840</b>	<b>8,880</b>	<b>17,280</b>	<b>35,610</b>	<b>30,850</b>	<b>92,620</b>	<b>1,414,460</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>SOLID WASTE FUND REV: #226</b>							
Property Taxes	1,278,460	-	23,000	-	58,000	81,000	1,367,460
Sales of Service	440,600	3,075	5,000	7,600	5,475	22,050	462,650
Transfer from General Fund	-	-	-	-	-	-	-
Appropriation of Surplus	166,138	(8,244)	83,700	139,325	351,025	645,806	701,944
<b>TOTAL REVENUE</b>	<b>1,873,198</b>	<b>(4,269)</b>	<b>91,700</b>	<b>146,925</b>	<b>414,500</b>	<b>648,856</b>	<b>2,522,054</b>
<b>SOLID WASTE FUND EXP: #226</b>							
Operating Expenses	1,846,628	12,000	91,700	146,925	64,500	305,125	2,152,054
Capital Outlay	10,000	-	-	-	360,000	360,000	370,000
Contingency	16,569	(16,269)	-	-	-	(16,269)	-
Transfers Out to Other Funds	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,873,198</b>	<b>(4,269)</b>	<b>91,700</b>	<b>146,925</b>	<b>414,500</b>	<b>648,856</b>	<b>2,522,054</b>

**BUDGET ADJUSTMENT SUMMARY**  
**FOURTH QUARTER - FY 2426**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>BROWNFIELD SITE REM FUND REV: #242</b>							
Federal/State Grants	-	-	-	-	-	-	-
Contrib. & Other	50	-	-	-	135	135	185
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>135</b>	<b>135</b>	<b>185</b>
<b>BROWNFIELD SITE REM FUND REV: #242</b>							
Capital Improvements	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Contingency	50	-	-	-	135	135	185
<b>TOTAL EXPENDITURES</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>135</b>	<b>135</b>	<b>185</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>BROWNFIELD OPER FUND REV: #243</b>							
Property Taxes	586,980	-	-	-	7,026	7,026	593,996
Contrib. & Other	210	-	-	-	7,390	7,390	7,600
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>587,170</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,416</b>	<b>14,416</b>	<b>601,586</b>
<b>BROWNFIELD OPER FUND EXP: #243</b>							
Administration	59,890	-	-	-	705	705	60,595
Site Remediation	537,270	-	-	-	5,320	5,320	542,590
Contrib. & Other	-	-	-	-	-	-	-
Contingency	210	-	-	-	7,390	7,390	7,600
<b>TOTAL EXPENDITURES</b>	<b>597,170</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,416</b>	<b>14,416</b>	<b>611,585</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>DDA OPER FUND REV: #249</b>							
Property Taxes-Non School	1,256,300	-	-	750	-	750	1,257,050
Program Fees & Other	81,650	-	-	39,630	-	39,630	121,280
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>1,338,450</b>	<b>-</b>	<b>-</b>	<b>40,380</b>	<b>-</b>	<b>40,380</b>	<b>1,378,830</b>
<b>DDA OPER FUND EXP: #248</b>							
Administration	359,730	-	-	83,270	-	83,270	443,000
Police Services	36,810	-	-	50	-	50	36,860
Streetscape Maintenance	328,305	-	-	(15,500)	-	(15,500)	312,805
Parking System	57,020	-	-	-	-	-	57,020
Seaside Parking Facility	-	-	-	9,650	-	9,650	9,650
DDA Marketing	125,200	-	-	-	-	-	125,200
Contrib to DDA Debt Funds	209,310	-	-	-	-	-	209,310
Contrib to DDA Cap Imp Fund	100,000	-	-	70,000	-	70,000	170,000
Contingency	121,975	-	-	(107,100)	-	(107,100)	14,875
<b>TOTAL EXPENDITURES</b>	<b>1,338,450</b>	<b>-</b>	<b>-</b>	<b>40,380</b>	<b>-</b>	<b>40,380</b>	<b>1,378,830</b>



**BUDGET ADJUSTMENT SUMMARY**

**FOURTH QUARTER - FY 2425**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>BLDG &amp; ENGINEERING FD REV:</b>							
<b>#249</b>							
Permit Fees	726,350	22,600	13,476	(29,605)	7,100	13,370	739,720
Contrib. & Other	-	-	-	75,600	-	75,600	75,600
Appropriation of Surplus	2,880	(1,705)	-	-	-	(1,705)	1,156
<b>TOTAL REVENUES</b>	<b>729,210</b>	<b>20,895</b>	<b>13,476</b>	<b>45,995</b>	<b>7,100</b>	<b>87,165</b>	<b>816,376</b>
<b>BLDG &amp; ENGINEERING FD EXP:</b>							
<b>#249</b>							
Engineering/Inspections	729,210	20,895	13,476	45,995	7,100	87,165	816,376
Capital Outlay	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>729,210</b>	<b>20,895</b>	<b>13,476</b>	<b>45,995</b>	<b>7,100</b>	<b>87,165</b>	<b>816,376</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>NBHD SERVICES FUND REV:</b>							
<b>#252</b>							
Miscellaneous	16,040	-	-	-	-	-	16,040
Transfer from General Fund	73,010	-	-	-	-	-	73,010
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>89,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>89,050</b>
<b>NBHD SERVICES FUND EXP:</b>							
<b>#252</b>							
Administration	500	-	-	-	-	-	500
OUDA Community Center	2,000	-	-	-	-	-	2,000
Senior Transportation	86,550	-	-	-	-	-	86,550
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>89,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>89,050</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>PUBLIC IMP FUND REV:</b>							
<b>#408</b>							
Contrib. & Other	980,050	-	-	-	(968,000)	(968,000)	22,050
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>980,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(968,000)</b>	<b>(968,000)</b>	<b>22,050</b>
<b>PUBLIC IMP FUND EXP:</b>							
<b>#408</b>							
Capital Outlay	980,000	-	-	-	(968,000)	(968,000)	22,000
Contingency	50	-	-	-	-	-	50
<b>TOTAL EXPENDITURES</b>	<b>980,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(968,000)</b>	<b>(968,000)</b>	<b>22,050</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>2024 GO CAP IMP BD CONST FD REV:</b>							
<b>#488</b>							
Contrib. & Other	5,000	-	-	-	235,000	235,000	240,000
Appropriation of Surplus	800,000	-	-	-	1,420,000	1,420,000	2,220,000
<b>TOTAL REVENUES</b>	<b>805,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,655,000</b>	<b>1,655,000</b>	<b>2,460,000</b>
<b>2024 GO CAP IMP BD CONST FD EXP:</b>							
<b>#488</b>							
Capital Outlay	805,000	-	-	-	1,655,000	1,655,000	2,460,000
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>805,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,655,000</b>	<b>1,655,000</b>	<b>2,460,000</b>

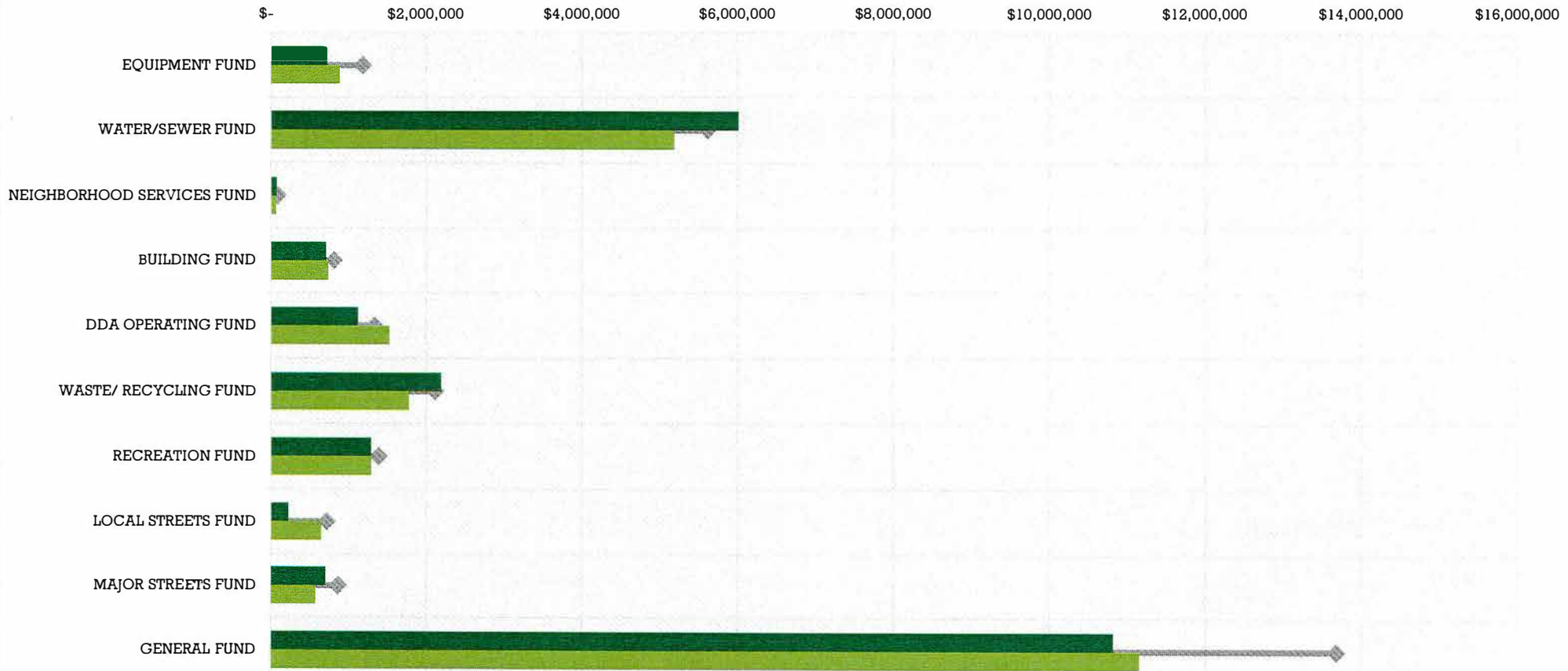
**BUDGET ADJUSTMENT SUMMARY**  
**FOURTH QUARTER - FY 2025**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>WATER/SEWER CAP IMP FUND REV:</b>							
Contrib. & Other	870,050	-	-	-	522,950	522,950	1,393,000
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>870,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>522,950</b>	<b>522,950</b>	<b>1,393,000</b>
<b>WATER/SEWER CAP IMP FUND EXP:</b>							
Capital Improvements	800,000	-	-	-	593,000	593,000	1,393,000
Contingency	70,050	-	-	-	(70,050)	(70,050)	-
<b>TOTAL EXPENDITURES</b>	<b>870,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>522,950</b>	<b>522,950</b>	<b>1,393,000</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>WATER/SEWER OPER FUND REV:</b>							
Sales & Service Charges	5,138,595	4,550	31,900	119,750	328,000	484,200	5,620,795
Sale of Bonds	-	-	-	-	-	-	-
Appropriation of Surplus	316,930	-	-	-	(316,930)	(316,930)	-
<b>TOTAL REVENUES</b>	<b>5,453,625</b>	<b>4,550</b>	<b>31,900</b>	<b>119,750</b>	<b>11,070</b>	<b>187,270</b>	<b>5,620,795</b>
<b>WATER/SEWER OPER FUND EXP:</b>							
Administration	4,620,590	1,080	(39,925)	4,600	(3,480)	(37,955)	4,482,735
Trunk & Lateral	342,145	-	20,750	9,800	13,600	44,150	386,595
Mains Maintenance	216,520	700	24,850	32,750	21,000	79,300	287,520
Meter Maintenance	177,280	-	(9,875)	65,000	(14,500)	60,825	237,505
Service Maintenance	144,455	1,800	11,600	(15,100)	(7,650)	(5,350)	135,105
Hydrant Maintenance	50,235	1,000	24,600	2,800	2,100	30,400	80,635
Capital Outlay	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>5,453,525</b>	<b>4,550</b>	<b>31,900</b>	<b>119,750</b>	<b>11,070</b>	<b>187,270</b>	<b>5,620,795</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>EQUIPMENT FUND REV:</b>							
Miscellaneous	1,108,698	55,000	7,600	12,000	398,200	472,800	1,579,498
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>1,108,698</b>	<b>55,000</b>	<b>7,600</b>	<b>12,000</b>	<b>398,200</b>	<b>472,800</b>	<b>1,579,498</b>
<b>EQUIPMENT FUND EXP:</b>							
Miscellaneous	769,989	150	7,600	12,000	300	20,050	810,039
Contingency	318,709	54,850	-	-	387,900	452,750	769,459
<b>TOTAL EXPENDITURES</b>	<b>1,108,698</b>	<b>55,000</b>	<b>7,600</b>	<b>12,000</b>	<b>398,200</b>	<b>472,800</b>	<b>1,579,498</b>

**CITY OF PLYMOUTH**  
**REVENUES, EXPENDITURES & CHANGES IN FUND EQUITY (Green)**  
**UNAUDITED - YEAR ENDED JUNE 30, 2025**  
**June 12, 2025**



	GENERAL FUND	MAJOR STREETS FUND	LOCAL STREETS FUND	RECREATION FUND	WASTE/ RECYCLING FUND	DDA OPERATING FUND	BUILDING FUND	NEIGHBORHOOD SERVICES FUND	WATER/SEWER FUND	EQUIPMENT FUND
AMENDED BUDGET	\$13,676,608	\$863,021	\$718,949	\$1,383,610	\$2,107,554	\$1,338,450	\$809,275	\$89,050	\$5,609,725	\$1,181,298
EXPENDITURES	\$10,815,403	\$703,421	\$230,350	\$1,290,209	\$2,188,781	\$1,121,256	\$709,006	\$80,159	\$6,006,630	\$724,561
REVENUES	\$11,152,201	\$574,139	\$647,371	\$1,292,119	\$1,776,101	\$1,524,933	\$737,279	\$73,130	\$5,181,894	\$883,823



**CITY OF PLYMOUTH**  
**REVENUES, EXPENDITURES & CHANGES IN FUND EQUITY (Yellow)**  
**AUDITED - YEAR ENDED JUNE 30, 2024**  
**JUNE 30, 2024**

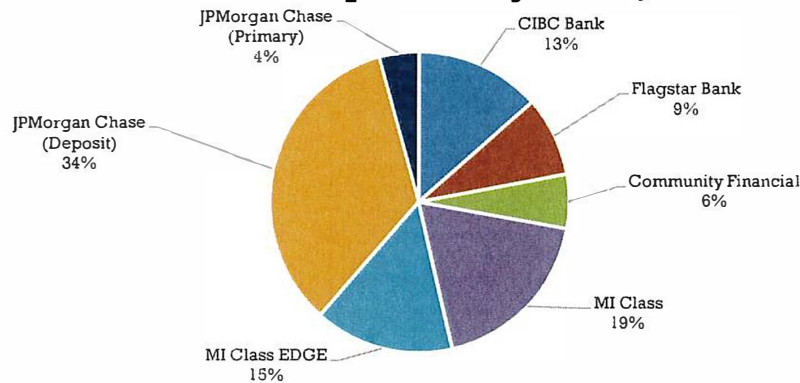


	GENERAL FUND	MAJOR STREETS FUND	LOCAL STREETS FUND	RECREATION FUND	WASTE/ RECYCLING FUND	DDA OPERATING FUND	BUILDING FUND	NEIGHBORHOOD SERVICES FUND	WATER/SEWER FUND	EQUIPMENT FUND
AMENDED BUDGET	\$11,933,558	\$858,872	\$687,493	\$1,334,910	\$1,856,253	\$1,393,005	\$694,765	\$89,050	\$5,471,930	\$1,087,008
EXPENDITURES	\$10,459,306	\$780,639	\$529,960	\$1,336,507	\$1,901,412	\$1,300,116	\$674,156	\$88,984	\$4,849,988	\$822,978
REVENUES	\$10,789,214	\$813,451	\$705,039	\$1,173,098	\$1,741,115	\$1,299,306	\$675,314	\$93,269	\$4,967,174	\$1,460,207

City of Plymouth  
Summary - Cash, Securities & CD's  
June 10, 2025

Institution	Bauer Rating	Inv. Type	% Invested	Amount
CIBC Bank	5	CD	13%	\$ 2,500,000.00
Flagstar Bank	3	CD	9%	\$ 1,600,000.00
Community Financial	5	Mon. Mrkt.	6%	\$ 1,086,645.29
MI Class	AAA <sub>m</sub>	Inv. Pool	19%	\$ 3,454,075.19
MI Class EDGE	AAA <sub>f</sub> /S1	Inv. Pool	15%	\$ 2,801,722.25
JPMorgan Chase (Deposit)	4	Cash	34%	\$ 6,372,544.82
JPMorgan Chase (Primary)	4	Cash	4%	\$ 804,946.20
			100%	\$ 18,619,933.75

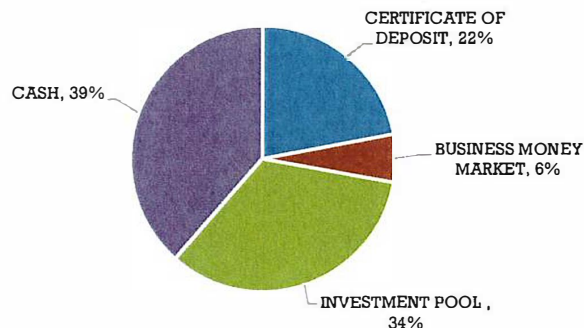
**Portfolio Composition - June 10, 2025**



Summary - Investment Type  
June 10, 2025

Investment Type	Avg. Rating	Avg. Term	% Invested	Amount
CERTIFICATE OF DEPOSIT	4	282.4	22%	\$ 4,100,000.00
BUSINESS MONEY MARKET	5	Overnight	6%	\$ 1,086,645.29
INVESTMENT POOL	AAA	Overnight	34%	\$ 6,255,797.44
CASH	4	Daily	39%	\$ 7,177,491.02
			100%	\$ 18,619,933.75

**Diversification by Investment Type -  
June 10, 2025**



QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH  
Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Revenues</b>								
<b>Department: 001 PROPERTY TAXES</b>								
101-001-402.000	CURRENT PROPERTY TAX/REAL	6,862,444.35	6,862,444.35	7,088,400.00	7,088,400.00	7,093,756.61	0.00	100.08
101-001-405.000	TAXES RECOVERED BY COUNTY	173.26	173.26	(20,000.00)	(20,000.00)	3,366.72	0.00	(16.83)
101-001-406.000	TAXES REINSTATED BY COUNTY	0.00	0.00	15,000.00	15,000.00	(5,546.63)	0.00	(36.98)
101-001-408.000	PRIOR YEAR TAX REFUNDS	0.00	0.00	(5,000.00)	(5,000.00)	(9,001.83)	0.00	180.04
101-001-420.000	UNCOLLECTABLE TAXES/REAL-PERS	0.00	0.00	(2,500.00)	(2,500.00)	0.00	0.00	0.00
101-001-432.000	PAYMENT IN LIEU OF PROP TAX	44,712.81	44,712.81	39,000.00	39,000.00	0.00	0.00	0.00
101-001-445.000	PENALTIES & INTEREST	24,383.03	24,383.03	30,000.00	30,000.00	8,855.93	0.00	29.52
101-001-447.000	PROPERTY TAX ADMINISTRATION FEE	350,099.83	350,099.83	363,000.00	363,000.00	356,053.81	0.00	98.09
Total Dept 001 - PROPERTY TAXES		7,281,813.28	7,281,813.28	7,507,900.00	7,507,900.00	7,447,484.61	0.00	99.20
<b>Department: 002 LICENSES &amp; PERMITS</b>								
101-002-476.000	PERMITS/NON-BUSINESS LICENSE	2,249.00	2,249.00	3,600.00	3,600.00	2,467.40	10.00	68.54
101-002-476.100	GOING OUT OF BUSINESS	0.00	0.00	100.00	100.00	0.00	0.00	0.00
Total Dept 002 - LICENSES & PERMITS		2,249.00	2,249.00	3,700.00	3,700.00	2,467.40	10.00	66.69
<b>Department: 003 FEDERAL GRANTS</b>								
101-003-531.000	STATE/FEDERAL GRANTS	156,448.00	156,448.00	200,000.00	394,535.00	394,534.14	0.00	100.00
Total Dept 003 - FEDERAL GRANTS		156,448.00	156,448.00	200,000.00	394,535.00	394,534.14	0.00	100.00
<b>Department: 004 STATE SHARED REVENUES</b>								
101-004-573.000	LOCAL COMMUNITY STABILIZATION SHARE	245,297.68	245,297.68	128,155.00	128,455.00	303,504.12	104,855.60	236.27
101-004-574.000	ST SHARED REV/LIQUOR LICENSE	17,995.45	17,995.45	15,000.00	15,000.00	137.50	0.00	0.92
101-004-574.100	ST SHARED REV/SALES TAX-CONST	1,012,341.00	1,012,341.00	1,193,966.00	1,193,966.00	850,169.00	0.00	71.21
101-004-574.300	CVTRS/(EVIP) INCENTIVE PAYMENTS/REV	147,440.00	147,440.00	154,347.00	154,347.00	131,835.00	0.00	85.41
101-004-574.500	ST SHARED REV/PUBLIC SAFETY	2,355.00	2,355.00	2,942.00	2,942.00	472.00	0.00	16.04
101-004-576.000	ST SHARED REV/ELECTION REIMB	0.00	0.00	0.00	53,000.00	52,639.54	0.00	99.32
Total Dept 004 - STATE SHARED REVENUES		1,425,429.13	1,425,429.13	1,494,410.00	1,547,710.00	1,338,757.16	104,855.60	86.50
<b>Department: 005 CHARGES FOR SERVICES</b>								
101-005-583.000	CHARGES FOR SVCS/WATER FUND	255,000.00	255,000.00	270,530.00	270,530.00	270,530.04	0.00	100.00
101-005-584.000	CHARGES FOR SVCS/EQUIP FUND	61,500.00	61,500.00	65,250.00	65,250.00	65,250.00	0.00	100.00
101-005-585.000	CHARGES FOR SVCS/SOLID WASTE	185,000.04	185,000.04	196,267.00	196,267.00	196,266.96	0.00	100.00
101-005-585.500	CHARGES FOR SVCS/BUILDING FUND	47,000.04	47,000.04	49,860.00	49,860.00	49,860.00	0.00	100.00
101-005-585.700	CHARGES FOR SERVICES/REC FUND	15,491.16	15,491.16	15,490.00	15,490.00	15,040.08	0.00	97.10
101-005-587.000	CHARGES FOR SVCS/COURT	1,706.25	1,706.25	0.00	0.00	0.00	0.00	0.00
101-005-588.000	CHARGES FOR SVCS/DDA-ADMIN	65,199.96	65,199.96	69,220.00	69,220.00	69,219.96	0.00	100.00
101-005-589.000	CHARGES FOR SVCS/DDA-MSD	142,779.96	142,779.96	151,470.00	151,470.00	151,470.00	0.00	100.00
101-005-589.500	CHARGES FOR SVCS/DDA-PARKING	41,120.04	41,120.04	43,620.00	43,620.00	43,620.00	0.00	100.00
101-005-590.000	CHARGES FOR SVCS/DMS-HOUS COMM	21,849.96	21,849.96	21,850.00	21,850.00	21,849.96	0.00	100.00
101-005-590.750	CHARGES FOR SVCS/HOUS P/R FEE	16,390.20	16,390.20	16,390.00	16,390.00	16,389.96	0.00	100.00
101-005-591.000	CHARGES FOR SVCS/OTHER COMM	10,982.63	10,982.63	3,000.00	8,500.00	9,363.52	0.00	110.16
101-005-592.000	CHARGES FOR SVCS/BROWNFIELD	56,609.04	56,609.04	59,690.00	59,690.00	60,320.33	0.00	101.06
Total Dept 005 - CHARGES FOR SERVICES		920,629.28	920,629.28	962,637.00	968,137.00	969,180.81	0.00	100.11
<b>Department: 006 CEMETERY REVENUES</b>								
101-006-633.000	FOUNDATIONS	12,665.00	12,665.00	10,000.00	10,000.00	8,200.00	1,000.00	82.00
101-006-634.000	GRAVE OPENINGS & CLOSING	89,885.00	89,885.00	60,000.00	60,000.00	57,320.00	1,250.00	95.53
101-006-642.000	CEMETERY LOT SALES	43,325.00	43,325.00	45,000.00	45,000.00	48,525.00	0.00	107.83
101-006-643.000	CEMETERY MISC/TRANSFERS	7,726.03	7,726.03	2,500.00	3,000.00	3,003.88	50.00	100.13
101-006-644.000	CRYPT SALES	17,250.00	17,250.00	40,000.00	40,000.00	24,300.00	0.00	60.75



## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Revenues</b>								
<b>Department: 006 CEMETERY REVENUES</b>								
Total Dept 006 - CEMETERY REVENUES		170,851.03	170,851.03	157,500.00	158,000.00	141,348.88	2,300.00	89.46
<b>Department: 007 PARKING REVENUES</b>								
101-007-652.000	PARKING FEES/CENTRAL	27,437.49	27,437.49	20,000.00	20,000.00	18,123.60	0.00	90.62
101-007-652.100	PARKING FEES/EAST CENTRAL	406.49	406.49	200.00	200.00	0.00	0.00	0.00
101-007-652.400	PERMIT PARKING	4,804.02	4,804.02	3,000.00	3,000.00	1,410.00	300.00	47.00
101-007-652.500	PARKING FEES/EV CHARGING	4,001.61	4,001.61	0.00	0.00	9,568.33	0.00	100.00
101-007-658.000	PARKING FINES	23,920.00	23,920.00	12,000.00	17,000.00	14,560.00	235.00	85.65
101-007-658.500	PARKING FINES - DDA	37,055.00	37,055.00	30,000.00	42,000.00	41,650.00	600.00	99.17
Total Dept 007 - PARKING REVENUES		97,624.61	97,624.61	65,200.00	82,200.00	85,311.93	1,135.00	103.79
<b>Department: 008 OTHER REVENUE</b>								
101-008-628.000	POLICE DEPARTMENT REVENUES	7,902.59	7,902.59	5,900.00	27,630.00	28,015.91	25.10	101.40
101-008-628.050	CITY PORTION/OFFENDER REG	100.00	100.00	250.00	250.00	52.40	0.00	20.96
101-008-628.200	EMER 911 REVENUES	48,593.78	48,593.78	45,000.00	45,000.00	38,372.22	0.00	85.27
101-008-628.300	ACT 302 TRAINING FUNDS	5,340.90	5,340.90	3,000.00	5,605.00	5,602.50	0.00	99.96
101-008-628.400	COPS GRANT/CPE CREDITS	0.00	0.00	0.00	22,500.00	22,500.00	0.00	100.00
101-008-628.500	FALSE ALARM FEES	9,450.00	9,450.00	16,000.00	16,000.00	12,001.20	0.00	75.01
101-008-628.600	PBT TEST (BREATHILIZER)	510.00	510.00	3,000.00	3,000.00	886.20	65.00	29.54
101-008-628.700	LLRC FILING FEES	2,010.00	2,010.00	2,000.00	2,000.00	801.20	0.00	40.06
101-008-628.900	BOND PROCESSING FEE	30.00	30.00	150.00	150.00	51.20	0.00	34.13
101-008-630.000	OVERHEAD ON WORK ORDERS	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-008-647.000	DISTRICT COURT REVENUE	5,139.28	5,139.28	8,000.00	8,000.00	0.00	0.00	0.00
101-008-647.500	DISTRICT COURT-DUIL REIMB	1,190.22	1,190.22	5,500.00	5,500.00	0.00	0.00	0.00
101-008-647.600	JUROR COMPENSATION RETURNS	40.65	40.65	150.00	420.00	419.20	0.00	99.81
101-008-659.000	TOWING AND STORAGE	120.00	120.00	1,500.00	1,500.00	191.20	0.00	12.75
101-008-665.000	INTEREST ON INVESTMENTS	242,102.15	242,102.15	50.00	123,790.00	132,184.63	0.00	106.78
101-008-668.000	ROYALTIES/CABLE TV	155,859.64	155,859.64	220,000.00	220,000.00	110,114.35	0.00	50.05
101-008-668.300	CABLE TV/PEG FEES	18,334.29	18,334.29	22,000.00	19,000.00	6,000.00	0.00	31.58
101-008-668.500	METRO ACT R.O.W. REIMBURSEMENT	33,814.77	33,814.77	27,000.00	27,000.00	37,505.35	37,005.35	138.91
101-008-672.221	2021 SIDEWALK SPECIAL ASSMTS	(462.00)	(462.00)	0.00	0.00	0.00	0.00	0.00
101-008-672.222	2022 SIDEWALK SPECIAL ASSMTS	(4,057.50)	(4,057.50)	0.00	0.00	0.00	0.00	0.00
101-008-672.224	2024 SIDEWALK SPECIAL ASSMTS	0.00	0.00	40,000.00	65,500.00	65,495.25	0.00	99.99
101-008-675.008	CONTRIBUTION/LIONS PARK IMPROVEMENTS	25,000.00	25,000.00	0.00	25,000.00	25,000.00	0.00	100.00
101-008-676.000	EXPENSE REIMBURSEMENTS	0.00	0.00	1,000.00	100,000.00	109,731.00	0.00	109.73
101-008-676.200	REIMBURSEMENT/EQUIP FD ACT 99 PROCEE	(989.40)	(989.40)	0.00	0.00	0.00	0.00	0.00
101-008-676.208	REIMBURSEMENT/GEOTHERMAL CAP OUTLAY	0.00	0.00	48,290.00	0.00	0.00	0.00	0.00
101-008-676.262	REIMBURSEMENT/SPEC ELECTIONS	0.00	0.00	700.00	700.00	0.00	0.00	0.00
101-008-680.000	OTHER INCOME	11,602.31	11,602.31	10,000.00	10,000.00	7,581.30	134.48	75.81
101-008-681.000	PASSPORT PROCESSING FEE	10,885.00	10,885.00	25,000.00	25,000.00	12,215.00	315.00	48.86
101-008-683.000	INSURANCE PROCEEDS	4,366.01	4,366.01	1,000.00	1,000.00	0.00	0.00	0.00
101-008-689.000	SUNDRY (CASH OVER/SHORT)	(0.14)	(0.14)	50.00	50.00	0.00	0.00	0.00
101-008-689.200	INS PREM/RETIREES & OTHERS	(13,210.20)	(13,210.20)	(16,000.00)	(16,000.00)	(10,959.02)	0.00	68.49
101-008-689.300	SPECIAL EVENTS INCOME	144,067.41	144,067.41	180,000.00	180,000.00	169,354.54	0.00	94.09
Total Dept 008 - OTHER REVENUE		707,739.76	707,739.76	650,540.00	919,595.00	773,115.63	37,544.93	84.07
<b>Department: 009 TRANSFERS IN OTHER SOURCES</b>								
101-009-674.711	CONTRIBUTION FR CEMETERY FUND	26,429.73	26,429.73	10,000.00	10,000.00	0.00	0.00	0.00
101-009-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	2,615,846.00	2,084,831.00	0.00	0.00	0.00
Total Dept 009 - TRANSFERS IN OTHER SOURCES		26,429.73	26,429.73	2,625,846.00	2,094,831.00	0.00	0.00	0.00

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

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<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Revenues</b>								
Revenues		10,789,213.82	10,789,213.82	13,667,733.00	13,676,608.00	11,152,200.56	145,845.53	81.54
<b>Account Category: Expenditures</b>								
<b>Department: 101 CITY COMMISSION</b>								
101-101-706.000	SALARY & WAGES/ FULL TIME	3,259.00	3,259.00	4,450.00	4,450.00	7,026.83	221.66	157.91
101-101-707.000	SALARY & WAGES/TEMP-SEASONAL	60.00	60.00	100.00	100.00	0.00	0.00	0.00
101-101-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-101-721.000	FRINGE BENEFITS	253.88	253.88	345.00	345.00	537.57	16.96	155.82
101-101-727.000	OFFICE SUPPLIES	1.32	1.32	250.00	250.00	0.00	0.00	0.00
101-101-728.000	POSTAGE	16.43	16.43	1,000.00	1,000.00	44.00	0.00	4.40
101-101-740.000	OPERATING SUPPLIES	6,390.56	6,390.56	4,000.00	4,000.00	4,600.90	0.00	118.12
101-101-818.000	CONTRACTUAL SERVICES	109,163.06	109,163.06	75,000.00	75,000.00	44,479.19	0.00	82.12
101-101-818.001	CONT SVCS/CABLE TV	4,500.00	4,500.00	4,000.00	13,200.00	9,900.00	0.00	75.00
101-101-818.211	CONT SVCS/AUDITING	34,650.00	34,650.00	38,000.00	38,000.00	0.00	0.00	0.00
101-101-818.410	CONT SVCS/ADVERTSNG PROMOTION	0.00	0.00	500.00	500.00	3,000.00	3,000.00	600.00
101-101-850.000	COMMUNICATIONS	0.00	0.00	400.00	400.00	2,107.69	0.00	526.92
101-101-860.000	TRANSPORTATION	0.00	0.00	0.00	500.00	417.86	0.00	83.57
101-101-864.000	CONFERENCES & MEETINGS	1,663.93	1,663.93	5,000.00	5,000.00	4,880.70	0.00	97.61
101-101-880.000	PUBLIC RELATIONS EXPENSE	10,352.19	10,352.19	9,000.00	9,050.00	10,810.64	0.00	119.45
101-101-900.000	PRINTING & PUBLISHING	1,803.77	1,803.77	3,000.00	5,250.00	5,118.37	0.00	130.35
101-101-940.000	EQUIPMENT RENTAL - FORCE ACCT	571.75	571.75	500.00	500.00	0.00	0.00	0.00
101-101-956.000	MISCELLANEOUS	4,836.60	4,836.60	5,000.00	5,000.00	1,036.31	0.00	20.73
101-101-957.000	TRAINING EXPENSES	13,237.67	13,237.67	12,000.00	12,000.00	8,312.01	0.00	69.27
101-101-958.000	MEMBERSHIPS & DUES	12,259.00	12,259.00	15,000.00	15,000.00	6,304.00	0.00	42.03
Total Dept 101 - CITY COMMISSION		203,019.16	203,019.16	177,645.00	189,645.00	108,576.07	3,238.62	57.25
<b>Department: 172 CITY MANAGER</b>								
101-172-706.000	SALARY & WAGES/ FULL TIME	220,636.74	220,636.74	244,290.00	244,290.00	221,324.73	9,092.20	90.60
101-172-706.050	SALARY & WAGES/PART TIME	0.00	0.00	9,600.00	9,600.00	0.00	0.00	0.00
101-172-706.100	SALARY & WAGES/SICK	9,725.58	9,725.58	7,275.00	7,275.00	2,278.81	0.00	31.32
101-172-706.150	SALARY & WAGES/IN-LIEU HEALTH	2,511.54	2,511.54	2,515.00	2,515.00	0.00	0.00	0.00
101-172-706.300	SALARY & WAGES/RETENTION	3,700.00	3,700.00	3,300.00	3,300.00	3,291.70	0.00	99.75
101-172-706.600	SALARY & WAGES/VACATION PAYOFF	16,346.00	16,346.00	6,465.00	8,465.00	8,459.00	0.00	99.93
101-172-707.000	SALARY & WAGES/TEMP-SEASONAL	0.00	0.00	4,800.00	4,800.00	240.00	120.00	5.00
101-172-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	150.00	250.00	232.50	0.00	93.00
101-172-721.000	FRINGE BENEFITS	72,904.06	72,904.06	76,345.00	76,345.00	79,306.25	2,931.13	103.88
101-172-721.500	POST RETIREMENT BENEFITS	36,448.32	36,448.32	39,490.00	39,490.00	39,487.92	0.00	99.99
101-172-725.500	MEAL ALLOWANCE	0.00	0.00	200.00	200.00	0.00	0.00	0.00
101-172-727.000	OFFICE SUPPLIES	60.56	60.56	400.00	400.00	358.78	0.00	89.70
101-172-728.000	POSTAGE	233.82	233.82	400.00	400.00	357.32	0.00	89.33
101-172-740.000	OPERATING SUPPLIES	8,807.83	8,807.83	6,500.00	6,500.00	4,468.27	0.00	69.45
101-172-818.000	CONTRACTUAL SERVICES	0.00	0.00	1,500.00	2,500.00	1,833.46	0.00	73.34
101-172-850.000	COMMUNICATIONS	768.99	768.99	2,500.00	2,500.00	2,643.89	0.00	105.76
101-172-860.000	TRANSPORTATION	570.76	570.76	800.00	900.00	885.60	0.00	98.40
101-172-864.000	CONFERENCES & MEETINGS	0.00	0.00	2,500.00	2,800.00	2,725.53	0.00	97.34
101-172-880.000	PUBLIC RELATIONS EXPENSE	0.00	0.00	100.00	100.00	30.00	0.00	30.00
101-172-881.000	RECRUITING/HIRING EXPENSES	0.00	0.00	0.00	400.00	400.00	0.00	100.00
101-172-900.000	PRINTING & PUBLISHING	967.71	967.71	1,000.00	3,300.00	2,713.54	0.00	82.23
101-172-925.000	SUBSCRIPTIONS & PUBLICATIONS	1,117.01	1,117.01	1,000.00	1,000.00	325.00	0.00	32.50
101-172-930.000	REPAIRS & MAINTENANCE	0.00	0.00	400.00	400.00	0.00	0.00	0.00
101-172-940.000	EQUIPMENT RENTAL - FORCE ACCT	1,070.31	1,070.31	1,000.00	1,000.00	283.35	0.00	28.34

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 06/30/2025

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<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 172 CITY MANAGER</b>								
101-172-956.000	MISCELLANEOUS	3,602.91	3,602.91	3,000.00	3,000.00	1,176.67	0.00	39.22
101-172-957.000	TRAINING EXPENSES	587.99	587.99	4,000.00	4,000.00	0.00	0.00	0.00
101-172-958.000	MEMBERSHIPS & DUES	2,350.00	2,350.00	1,500.00	1,500.00	2,437.95	0.00	162.53
Total Dept 172 - CITY MANAGER		382,410.13	382,410.13	421,030.00	427,230.00	375,260.27	12,143.33	87.84
<b>Department: 212 FINANCE DEPARTMENT</b>								
101-212-706.000	SALARY & WAGES/ FULL TIME	192,207.92	192,207.92	246,935.00	246,935.00	232,200.31	9,529.60	94.03
101-212-706.050	SALARY & WAGES/PART TIME	33,066.88	33,066.88	51,320.00	51,320.00	33,346.69	2,240.00	64.98
101-212-706.100	SALARY & WAGES/SICK	0.00	0.00	11,130.00	11,130.00	0.00	0.00	0.00
101-212-706.150	SALARY & WAGES/IN-LIEU HEALTH	1,465.07	1,465.07	0.00	0.00	0.00	0.00	0.00
101-212-706.300	SALARY & WAGES/RETENTION	3,002.49	3,002.49	1,700.00	3,425.00	3,425.00	0.00	100.00
101-212-706.600	SALARY & WAGES/VACATION PAYOFF	4.73	4.73	7,610.00	7,610.00	0.00	0.00	0.00
101-212-707.000	SALARY & WAGES/TEMP-SEASONAL	26,467.27	26,467.27	41,200.00	41,200.00	12,303.97	0.00	29.86
101-212-709.000	SALARY & WAGES/OVERTIME	278.63	278.63	250.00	250.00	0.00	0.00	0.00
101-212-721.000	FRINGE BENEFITS	74,987.79	74,987.79	145,075.00	145,075.00	102,446.98	4,765.75	70.62
101-212-721.500	POST RETIREMENT BENEFITS	49,381.44	49,381.44	42,135.00	42,135.00	32,131.92	0.00	76.26
101-212-725.500	MEAL ALLOWANCE	37.00	37.00	150.00	150.00	93.54	0.00	62.36
101-212-727.000	OFFICE SUPPLIES	883.61	883.61	3,000.00	3,000.00	1,972.46	0.00	65.75
101-212-728.000	POSTAGE	7,968.03	7,968.03	6,000.00	6,000.00	8,634.78	3,000.00	143.91
101-212-740.000	OPERATING SUPPLIES	3,141.63	3,141.63	3,750.00	3,750.00	1,315.47	209.48	33.09
101-212-818.000	CONTRACTUAL SERVICES	2,586.23	2,586.23	3,500.00	3,500.00	2,355.84	0.00	67.31
101-212-850.000	COMMUNICATIONS	848.69	848.69	850.00	850.00	770.28	0.00	90.62
101-212-860.000	TRANSPORTATION	189.38	189.38	1,000.00	1,000.00	868.78	0.00	86.88
101-212-864.000	CONFERENCES & MEETINGS	0.00	0.00	1,400.00	1,400.00	1,022.05	0.00	73.00
101-212-880.000	PUBLIC RELATIONS EXPENSE	759.00	759.00	1,250.00	1,250.00	370.00	0.00	29.60
101-212-900.000	PRINTING & PUBLISHING	5,854.33	5,854.33	3,000.00	3,000.00	2,466.45	0.00	82.22
101-212-925.000	SUBSCRIPTIONS & PUBLICATIONS	189.00	189.00	100.00	100.00	0.00	0.00	0.00
101-212-930.000	REPAIRS & MAINTENANCE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-212-938.000	EQUIPMENT LEASE EXPENSE	0.00	0.00	150.00	150.00	0.00	0.00	0.00
101-212-940.000	EQUIPMENT RENTAL - FORCE ACCT	21,339.05	21,339.05	20,600.00	20,600.00	8,583.35	0.00	41.67
101-212-956.000	MISCELLANEOUS	75.00	75.00	100.00	100.00	0.00	0.00	0.00
101-212-957.000	TRAINING EXPENSES	1,749.05	1,749.05	2,000.00	3,175.00	5,233.97	0.00	164.85
101-212-957.500	EDUCATIONAL REIMBURSEMENTS	1,500.00	1,500.00	0.00	1,500.00	1,500.00	0.00	100.00
101-212-958.000	MEMBERSHIPS & DUES	1,207.00	1,207.00	1,000.00	1,000.00	788.00	0.00	78.80
Total Dept 212 - FINANCE DEPARTMENT		429,189.22	429,189.22	595,305.00	599,705.00	451,829.84	19,744.83	75.34
<b>Department: 215 CITY CLERK</b>								
101-215-706.000	SALARY & WAGES/ FULL TIME	96,823.97	96,823.97	90,115.00	90,115.00	101,043.73	4,057.60	112.13
101-215-706.050	SALARY & WAGES/PART TIME	2,298.03	2,298.03	20,150.00	20,150.00	12,097.11	1,057.50	60.04
101-215-706.100	SALARY & WAGES/SICK	4,704.00	4,704.00	3,825.00	3,825.00	0.00	0.00	0.00
101-215-706.300	SALARY & WAGES/RETENTION	1,700.00	1,700.00	2,000.00	2,000.00	1,800.00	0.00	90.00
101-215-706.600	SALARY & WAGES/VACATION PAYOFF	6,664.00	6,664.00	3,400.00	4,075.00	4,057.60	0.00	99.57
101-215-707.000	SALARY & WAGES/TEMP-SEASONAL	12,387.20	12,387.20	50.00	1,550.00	1,116.50	0.00	72.03
101-215-709.000	SALARY & WAGES/OVERTIME	2,503.15	2,503.15	550.00	1,750.00	1,667.41	0.00	95.28
101-215-721.000	FRINGE BENEFITS	47,972.93	47,972.93	49,165.00	49,165.00	51,803.99	2,187.52	105.37
101-215-721.500	POST RETIREMENT BENEFITS	20,087.40	20,087.40	19,975.00	19,975.00	19,974.00	0.00	99.99
101-215-725.500	MEAL ALLOWANCE	98.64	98.64	200.00	200.00	0.00	0.00	17.11
101-215-727.000	OFFICE SUPPLIES	19.32	19.32	200.00	200.00	110.57	0.00	55.29
101-215-728.000	POSTAGE	134.27	134.27	570.00	570.00	0.00	0.00	0.00
101-215-740.000	OPERATING SUPPLIES	7,238.07	7,238.07	3,000.00	3,000.00	2,949.58	0.00	99.34

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 215 CITY CLERK</b>								
101-215-818.000	CONTRACTUAL SERVICES	45.00	45.00	2,700.00	2,700.00	46.28	0.00	1.71
101-215-850.000	COMMUNICATIONS	0.00	0.00	0.00	200.00	189.99	0.00	95.00
101-215-860.000	TRANSPORTATION	843.21	843.21	400.00	500.00	483.00	0.00	96.60
101-215-864.000	CONFERENCES & MEETINGS	1,499.98	1,499.98	0.00	0.00	0.00	0.00	0.00
101-215-900.000	PRINTING & PUBLISHING	1,052.29	1,052.29	1,750.00	1,750.00	788.50	0.00	(36.50)
101-215-925.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	100.00	100.00	20.17	0.00	20.17
101-215-940.000	EQUIPMENT RENTAL - FORCE ACCT	7,572.66	7,572.66	7,300.00	7,300.00	3,000.00	0.00	41.10
101-215-956.000	MISCELLANEOUS	0.00	0.00	500.00	500.00	0.00	0.00	0.00
101-215-957.000	TRAINING EXPENSES	2,690.66	2,690.66	2,000.00	2,000.00	914.50	0.00	45.73
101-215-958.000	MEMBERSHIPS & DUES	3,252.00	3,252.00	370.00	2,145.00	2,067.66	0.00	96.39
Total Dept 215 - CITY CLERK		219,586.78	219,586.78	208,320.00	213,770.00	204,130.59	7,302.62	95.49
<b>Department: 228 MGMT INFORMATION SERVICES</b>								
101-228-706.000	SALARY & WAGES/ FULL TIME	127,044.05	127,044.05	141,065.00	141,065.00	134,170.38	5,396.00	95.11
101-228-706.100	SALARY & WAGES/SICK	6,167.04	6,167.04	5,985.00	5,985.00	0.00	0.00	0.00
101-228-706.300	SALARY & WAGES/RETENTION	1,550.00	1,550.00	1,550.00	1,600.00	1,900.00	0.00	118.75
101-228-706.600	SALARY & WAGES/VACATION PAYOFF	17,987.20	17,987.20	5,320.00	14,845.00	14,845.00	0.00	99.96
101-228-709.000	SALARY & WAGES/OVERTIME	664.55	664.55	0.00	500.00	556.46	0.00	111.29
101-228-721.000	FRINGE BENEFITS	56,248.79	56,248.79	62,150.00	62,150.00	60,728.28	2,300.36	97.71
101-228-721.500	POST RETIREMENT BENEFITS	28,454.04	28,454.04	29,050.00	29,050.00	29,040.00	0.00	99.97
101-228-725.500	MEAL ALLOWANCE	0.00	0.00	150.00	180.00	180.00	0.00	100.00
101-228-727.000	OFFICE SUPPLIES	0.00	0.00	150.00	150.00	0.00	0.00	0.00
101-228-728.000	POSTAGE	1,191.25	1,191.25	100.00	100.00	0.00	0.00	0.00
101-228-740.000	OPERATING SUPPLIES	7,464.97	7,464.97	8,500.00	8,500.00	2,768.41	0.00	31.48
101-228-750.000	OPERATING SUPPLIES/SOFTWARE	70,495.01	70,495.01	103,000.00	103,000.00	31,476.19	0.00	28.54
101-228-818.000	CONTRACTUAL SERVICES	70,442.43	70,442.43	102,000.00	102,000.00	67,774.08	0.00	69.39
101-228-850.000	COMMUNICATIONS	0.00	0.00	200.00	200.00	0.00	0.00	0.00
101-228-860.000	TRANSPORTATION	82.92	82.92	200.00	300.00	282.85	0.00	94.28
101-228-864.000	CONFERENCES & MEETINGS	0.00	0.00	2,000.00	2,650.00	2,642.95	0.00	99.73
101-228-940.000	EQUIPMENT RENTAL - FORCE ACCT	602.03	602.03	550.00	550.00	104.15	0.00	18.94
101-228-956.000	MISCELLANEOUS	0.00	0.00	250.00	250.00	0.00	0.00	0.00
101-228-957.000	TRAINING EXPENSES	1,495.00	1,495.00	10,000.00	10,000.00	0.00	0.00	0.00
101-228-958.000	MEMBERSHIPS & DUES	50.00	50.00	400.00	400.00	50.00	0.00	12.50
Total Dept 228 - MGMT INFORMATION SERVICES		389,939.28	389,939.28	472,620.00	483,475.00	346,512.75	7,696.36	71.67
<b>Department: 257 CITY ASSESSOR</b>								
101-257-727.000	OFFICE SUPPLIES	94.88	94.88	2,500.00	2,500.00	88.00	0.00	3.52
101-257-728.000	POSTAGE	883.36	883.36	1,000.00	1,000.00	966.33	0.00	96.63
101-257-818.000	CONTRACTUAL SERVICES	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
101-257-818.213	CONT SVCS/ASSESSING	66,458.00	66,458.00	73,939.00	73,939.00	76,461.19	0.00	103.41
101-257-900.000	PRINTING & PUBLISHING	460.00	460.00	4,000.00	4,000.00	0.00	0.00	0.00
101-257-925.000	SUBSCRIPTIONS & PUBLICATIONS	1,378.63	1,378.63	1,500.00	1,500.00	1,503.96	0.00	100.26
101-257-940.000	EQUIPMENT RENTAL - FORCE ACCT	1,143.51	1,143.51	1,000.00	1,000.00	0.00	0.00	0.00
101-257-957.000	TRAINING EXPENSES	181.00	181.00	0.00	0.00	0.00	0.00	0.00
101-257-958.000	MEMBERSHIPS & DUES	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 257 - CITY ASSESSOR		70,599.38	70,599.38	86,439.00	86,439.00	79,019.48	0.00	91.42
<b>Department: 262 ELECTION SERVICES</b>								
101-262-706.000	SALARY & WAGES/ FULL TIME	0.00	0.00	15,900.00	15,900.00	822.68	0.00	5.17
101-262-706.050	SALARY & WAGES/PART TIME	34,351.84	34,351.84	27,905.00	27,905.00	27,807.99	0.00	99.65



## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bgdt Used
<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 262 ELECTION SERVICES</b>								
101-262-706.100	SALARY & WAGES/SICK	0.00	0.00	676.00	676.00	0.00	0.00	0.00
101-262-706.300	SALARY & WAGES/RETENTION	800.00	800.00	515.00	515.00	425.00	0.00	82.52
101-262-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	600.00	600.00	0.00	0.00	0.00
101-262-707.000	SALARY & WAGES/TEMP-SEASONAL	17,188.76	17,188.76	22,000.00	28,775.00	28,703.57	0.00	99.75
101-262-709.000	SALARY & WAGES/OVERTIME	6,189.77	6,189.77	4,750.00	11,650.00	11,578.00	0.00	99.38
101-262-721.000	FRINGE BENEFITS	4,356.93	4,356.93	12,565.00	12,565.00	6,125.39	0.00	48.75
101-262-721.500	POST RETIREMENT BENEFITS	3,543.48	3,543.48	3,525.00	3,525.00	3,525.00	0.00	100.00
101-262-725.500	MEAL ALLOWANCE	2,325.46	2,325.46	1,500.00	2,900.00	2,883.67	0.00	99.44
101-262-727.000	OFFICE SUPPLIES	98.14	98.14	100.00	100.00	0.00	0.00	0.00
101-262-728.000	POSTAGE	1,828.90	1,828.90	3,130.00	3,130.00	576.59	0.00	18.42
101-262-740.000	OPERATING SUPPLIES	2,493.53	2,493.53	2,000.00	15,260.00	15,248.32	0.00	99.92
101-262-818.000	CONTRACTUAL SERVICES	15,966.44	15,966.44	28,250.00	28,250.00	14,267.30	0.00	49.80
101-262-860.000	TRANSPORTATION	536.83	536.83	200.00	700.00	701.02	9.10	100.15
101-262-864.000	CONFERENCES & MEETINGS	400.00	400.00	0.00	0.00	0.00	0.00	0.00
101-262-900.000	PRINTING & PUBLISHING	9,296.76	9,296.76	6,700.00	6,700.00	3,976.64	0.00	63.40
101-262-925.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-262-930.000	REPAIRS & MAINTENANCE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-262-940.000	EQUIPMENT RENTAL - FORCE ACCT	114.35	114.35	100.00	100.00	0.00	0.00	0.00
101-262-956.000	MISCELLANEOUS	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-262-957.000	TRAINING EXPENSES	3,201.35	3,201.35	2,000.00	2,000.00	775.95	225.00	38.80
101-262-958.000	MEMBERSHIPS & DUES	14.76	14.76	370.00	370.00	0.00	0.00	0.00
Total Dept 262 - ELECTION SERVICES		102,707.30	102,707.30	133,086.00	161,921.00	117,417.12	234.10	72.52
<b>Department: 265 CITY HALL MAINTENANCE</b>								
101-265-706.000	SALARY & WAGES/ FULL TIME	3,288.36	3,288.36	5,235.00	5,235.00	2,742.33	109.82	52.38
101-265-706.100	SALARY & WAGES/SICK	0.00	0.00	565.00	565.00	0.00	0.00	0.00
101-265-706.300	SALARY & WAGES/RETENTION	0.00	0.00	25.00	25.00	0.00	0.00	0.00
101-265-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	100.00	100.00	24.96	0.00	24.96
101-265-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	200.00	200.00	0.00	0.00	0.00
101-265-707.000	SALARY & WAGES/TEMP-SEASONAL	1,245.62	1,245.62	1,075.00	1,775.00	1,985.89	86.45	111.88
101-265-709.000	SALARY & WAGES/OVERTIME	1,234.55	1,234.55	315.00	965.00	931.54	0.00	96.53
101-265-721.000	FRINGE BENEFITS	1,873.08	1,873.08	3,590.00	3,590.00	2,128.73	91.52	59.30
101-265-721.500	POST RETIREMENT BENEFITS	2,535.72	2,535.72	2,455.00	2,455.00	2,454.96	0.00	100.00
101-265-725.500	MEAL ALLOWANCE	62.00	62.00	0.00	50.00	16.00	0.00	32.00
101-265-740.000	OPERATING SUPPLIES	19,847.77	19,847.77	8,000.00	8,000.00	6,911.14	0.00	86.39
101-265-818.000	CONTRACTUAL SERVICES	83,418.22	83,418.22	94,500.00	94,500.00	96,408.74	8,508.66	89.50
101-265-920.000	PUBLIC UTILITIES	32,442.50	32,442.50	30,000.00	30,000.00	31,817.90	0.00	106.06
101-265-930.000	REPAIRS & MAINTENANCE	7,885.89	7,885.89	10,000.00	15,000.00	15,699.52	0.00	104.66
101-265-940.000	EQUIPMENT RENTAL - FORCE ACCT	5,755.80	5,755.80	5,225.00	5,225.00	847.90	0.00	16.23
101-265-956.000	MISCELLANEOUS	0.00	0.00	0.00	2,940.00	2,940.00	0.00	100.00
Total Dept 265 - CITY HALL MAINTENANCE		159,589.51	159,589.51	161,285.00	170,625.00	164,909.61	8,796.45	96.65
<b>Department: 266 LEGAL SERVICES</b>								
101-266-818.100	CONT SVCS/CITY ATTY - RETAINER	30,500.00	30,500.00	45,000.00	45,000.00	24,500.00	0.00	13.33
101-266-818.110	CONT SVCS/PROSECUTION RETAINER	55,701.26	55,701.26	55,000.00	55,000.00	52,300.00	3,800.00	88.91
101-266-818.150	CONT SVCS/CITY ATTY - SPECIAL	17,879.50	17,879.50	40,000.00	40,000.00	10,649.50	0.00	21.63
101-266-818.165	CONT SVCS/CITY ATTY-BROWNFIELD	684.18	684.18	5,000.00	10,400.00	10,400.00	0.00	100.00
101-266-818.170	CONT SVCS/PROPERTY TAX APPEALS	14,985.04	14,985.04	15,000.00	15,000.00	4,034.89	474.70	26.90
101-266-818.200	CONT SVCS/LABOR ATTORNEY	2,119.00	2,119.00	5,000.00	5,000.00	1,183.00	0.00	23.66
101-266-900.000	PRINTING & PUBLISHING	0.00	0.00	500.00	500.00	0.00	0.00	0.00

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH  
Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bgdt Used
<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 266 LEGAL SERVICES</b>								
101-266-956.000	MISCELLANEOUS	0.00	0.00	500.00	500.00	0.00	0.00	0.00
Total Dept 266 - LEGAL SERVICES		121,868.98	121,868.98	166,000.00	171,400.00	103,067.39	4,274.70	60.13
<b>Department: 268 OTHER FUNCTIONS</b>								
101-268-721.000	FRINGE BENEFITS	0.00	0.00	4,500.00	4,500.00	0.00	0.00	0.00
101-268-721.200	CONTRIBUTION TO HEALTH CARE RESERVE	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00
101-268-724.000	MERS/OPEB ACTUARIAL EVALUATIONS	0.00	0.00	12,000.00	12,000.00	12,595.01	0.00	99.96
101-268-725.000	EMPLOYEE TESTING & LICENSING	0.00	0.00	4,000.00	4,000.00	0.00	0.00	0.00
101-268-727.000	OFFICE SUPPLIES	0.00	0.00	2,500.00	2,500.00	0.00	0.00	0.00
101-268-728.000	POSTAGE	11,018.03	11,018.03	12,000.00	12,000.00	15,039.70	2,994.22	125.33
101-268-740.000	OPERATING SUPPLIES	3,320.13	3,320.13	6,000.00	8,000.00	7,666.25	0.00	83.61
101-268-818.000	CONTRACTUAL SERVICES	45,486.07	45,486.07	40,000.00	40,000.00	25,143.93	0.00	62.56
101-268-818.850	CONT SRVC/PAYROLL PROCESSING	25.00	25.00	0.00	0.00	0.00	0.00	0.00
101-268-818.900	CONT SRVC/BANK ANALYSIS FEES	703.50	703.50	2,500.00	2,500.00	5.63	0.00	0.23
101-268-832.000	REIMBURSEMENT/35TH DIST COURT	43,038.78	43,038.78	38,000.00	38,000.00	8,669.56	0.00	22.81
101-268-850.000	COMMUNICATIONS	33,990.85	33,990.85	43,000.00	43,000.00	36,796.82	2,876.68	85.57
101-268-864.000	CONFERENCES & MEETINGS	0.00	0.00	1,500.00	1,500.00	(745.50)	0.00	(49.70)
101-268-880.000	PUBLIC RELATIONS EXPENSE	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-268-900.000	PRINTING & PUBLISHING	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-268-930.000	REPAIRS & MAINTENANCE	0.00	0.00	5,000.00	5,000.00	0.00	0.00	0.00
101-268-938.000	EQUIPMENT LEASE EXPENSE	7,772.09	7,772.09	8,000.00	8,700.00	9,295.12	0.00	106.84
101-268-940.000	EQUIPMENT RENTAL - FORCE ACCT	6,000.03	6,000.03	5,000.00	5,000.00	3,333.35	0.00	66.67
101-268-940.100	EQUIPMENT RENTAL / SUPPLEMENTAL	73,485.96	73,485.96	74,589.00	74,589.00	68,372.37	0.00	91.67
101-268-956.000	MISCELLANEOUS	516.65	516.65	1,000.00	3,000.00	3,085.45	0.00	102.85
101-268-957.000	TRAINING EXPENSES	2,000.00	2,000.00	4,500.00	4,500.00	0.00	0.00	0.00
101-268-960.000	INSURANCE & BONDS	104,835.96	104,835.96	97,000.00	97,000.00	96,999.96	0.00	100.00
101-268-963.000	BAD DEBT EXP/BANKRUPTCY	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00
101-268-964.000	PRIOR YEAR TAX REFUNDS	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00
Total Dept 268 - OTHER FUNCTIONS		332,193.05	332,193.05	369,089.00	374,389.00	286,257.65	5,870.90	76.46
<b>Department: 301 POLICE DEPARTMENT</b>								
101-301-706.000	SALARY & WAGES/ FULL TIME	1,504,162.88	1,504,162.88	1,639,280.00	1,639,280.00	1,503,737.67	60,682.28	91.73
101-301-706.050	SALARY & WAGES/PART TIME	52,630.89	52,630.89	81,475.00	81,475.00	64,507.34	3,170.76	79.17
101-301-706.100	SALARY & WAGES/SICK	51,523.16	51,523.16	63,465.00	63,465.00	0.00	0.00	0.00
101-301-706.150	SALARY & WAGES/IN-LIEU HEALTH	5,023.08	5,023.08	5,030.00	5,030.00	2,456.58	0.00	48.84
101-301-706.200	SALARY & WAGES/HOLIDAY PAY	69,958.36	69,958.36	69,390.00	69,390.00	64,936.55	0.00	93.58
101-301-706.300	SALARY & WAGES/RETENTION	11,800.00	11,800.00	12,360.00	13,410.00	13,387.50	0.00	99.83
101-301-706.400	SALARY & WAGES/UNIFORM ALLOW	14,511.33	14,511.33	13,835.00	13,835.00	12,508.79	20.00	90.41
101-301-706.600	SALARY & WAGES/VACATION PAYOFF	2,105.60	2,105.60	15,135.00	15,135.00	2,180.00	0.00	14.40
101-301-706.900	SALARY & WAGES/DEBRIEF PAY	4,925.50	4,925.50	13,300.00	13,300.00	5,099.50	0.00	38.34
101-301-707.000	SALARY & WAGES/TEMP-SEASONAL	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-301-709.000	SALARY & WAGES/OVERTIME	73,147.86	73,147.86	90,000.00	100,000.00	115,051.73	6,572.72	115.05
101-301-709.100	SALARY & WAGES/OT-TRAINING	3,506.81	3,506.81	4,000.00	4,000.00	2,583.08	0.00	64.58
101-301-721.000	FRINGE BENEFITS	682,827.29	682,827.29	747,400.00	747,400.00	723,974.06	29,166.44	96.87
101-301-721.500	POST RETIREMENT BENEFITS	1,225,615.68	1,225,615.68	1,297,650.00	1,297,650.00	1,297,648.92	0.00	100.00
101-301-725.000	EMPLOYEE TESTING & LICENSING	4,938.16	4,938.16	6,140.00	6,140.00	6,044.70	0.00	98.45
101-301-725.500	MEAL ALLOWANCE	62.65	62.65	100.00	100.00	66.06	0.00	66.06
101-301-727.000	OFFICE SUPPLIES	1,186.85	1,186.85	2,610.00	2,610.00	1,733.30	0.00	66.41
101-301-728.000	POSTAGE	257.14	257.14	2,660.00	2,660.00	205.71	0.00	7.73
101-301-740.000	OPERATING SUPPLIES	12,054.50	12,054.50	13,920.00	13,920.00	11,434.46	636.95	80.87

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 301 POLICE DEPARTMENT</b>								
101-301-740.100	AUXILLIARY SUPPLIES	0.00	0.00	0.00	50.00	44.00	0.00	88.00
101-301-740.400	UNIFORM ALLOWANCE	4,002.29	4,002.29	6,180.00	6,180.00	4,710.10	0.00	83.16
101-301-740.700	SAFETY GEAR	3,106.02	3,106.02	3,380.00	3,380.00	2,296.37	0.00	67.94
101-301-810.000	TOWING CHARGES	0.00	0.00	3,090.00	3,090.00	0.00	0.00	(67.31)
101-301-818.000	CONTRACTUAL SERVICES	13,999.09	13,999.09	46,000.00	46,000.00	44,082.10	250.00	95.19
101-301-818.310	CONT SVCS/COMMUNITY RESOURCE SPEC	0.00	0.00	21,220.00	21,220.00	9,800.00	0.00	46.18
101-301-818.311	CONT SVCS/DISPACH	459,651.74	459,651.74	418,440.00	418,440.00	452,270.68	40,108.33	75.82
101-301-819.000	SCHOOL CROSSING GUARDS	22,558.50	22,558.50	23,300.00	23,300.00	13,918.87	0.00	59.74
101-301-820.000	SEX OFFENDER REGISTRATION FEES	90.00	90.00	540.00	540.00	90.00	0.00	16.67
101-301-822.000	ANIMAL CONTROL EXPENSES	650.00	650.00	870.00	870.00	200.00	0.00	22.99
101-301-830.000	INVESTIGATION EXPENSES	2,500.00	2,500.00	2,250.00	2,250.00	2,794.28	0.00	126.01
101-301-835.000	PRISONER/LODGING EXPENSES	5,600.00	5,600.00	3,190.00	3,190.00	1,855.00	0.00	58.15
101-301-850.000	COMMUNICATIONS	29,715.65	29,715.65	29,244.00	29,244.00	19,505.81	0.00	66.12
101-301-860.000	TRANSPORTATION	856.61	856.61	580.00	955.00	908.89	0.00	95.17
101-301-864.000	CONFERENCES & MEETINGS	2,246.84	2,246.84	3,300.00	3,300.00	2,624.67	0.00	79.54
101-301-880.000	PUBLIC RELATIONS EXPENSE	1,849.61	1,849.61	1,460.00	1,460.00	931.87	0.00	63.83
101-301-900.000	PRINTING & PUBLISHING	2,094.28	2,094.28	6,180.00	6,180.00	2,444.69	0.00	42.87
101-301-930.000	REPAIRS & MAINTENANCE	161.16	161.16	3,580.00	3,580.00	806.13	0.00	23.86
101-301-938.000	EQUIPMENT LEASE EXPENSE	4,384.24	4,384.24	4,640.00	4,640.00	2,279.22	0.00	49.12
101-301-940.000	EQUIPMENT RENTAL - FORCE ACCT	96,710.66	96,710.66	114,927.00	114,927.00	1,458.35	0.00	1.27
101-301-956.000	MISCELLANEOUS	401.40	401.40	1,180.00	1,180.00	310.23	0.00	26.29
101-301-957.000	TRAINING EXPENSES	13,128.11	13,128.11	12,360.00	12,360.00	12,213.41	45.00	98.81
101-301-957.100	TRAINING/HNT	11,025.46	11,025.46	10,500.00	10,500.00	10,000.00	0.00	95.24
101-301-957.302	TRAINING EXPENSES - 302 FUNDS	2,651.98	2,651.98	4,200.00	5,400.00	5,349.00	0.00	99.06
101-301-957.400	TRAINING EXPENSES/CPE CREDITS	0.00	0.00	0.00	7,500.00	4,460.00	0.00	64.80
101-301-958.000	MEMBERSHIPS & DUES	1,408.00	1,408.00	3,790.00	3,790.00	1,368.00	0.00	39.13
Total Dept 301 - POLICE DEPARTMENT		4,399,029.38	4,399,029.38	4,803,151.00	4,823,326.00	4,424,277.62	140,652.48	91.73
<b>Department: 336 FIRE DEPARTMENT</b>								
101-336-706.750	SALARY & WAGES/MEDICAL FIRST RESP BO	11,283.34	11,283.34	13,500.00	13,500.00	9,300.00	0.00	68.89
101-336-707.000	SALARY & WAGES/TEMP-SEASONAL	0.00	0.00	0.00	10,000.00	10,097.00	230.00	100.97
101-336-721.000	FRINGE BENEFITS	526.21	526.21	2,500.00	2,500.00	1,300.28	18.36	52.01
101-336-721.500	POST RETIREMENT BENEFITS	272,417.52	272,417.52	272,415.00	272,415.00	285,899.04	0.00	104.95
101-336-721.650	CONTR POST RETIREMENT BENEFITS-OPEB	59,787.71	59,787.71	75,000.00	75,000.00	41,120.04	0.00	54.83
101-336-740.000	OPERATING SUPPLIES	7,299.53	7,299.53	5,000.00	5,000.00	4,617.82	3,350.00	84.48
101-336-818.000	CONTRACTUAL SERVICES	5,717.03	5,717.03	16,000.00	16,000.00	4,147.94	0.00	25.92
101-336-818.800	CONTR SERVICES - NFD	883,631.12	883,631.12	686,500.00	686,500.00	798,802.50	0.00	73.46
101-336-850.000	COMMUNICATIONS	1,540.92	1,540.92	1,500.00	1,500.00	366.19	0.00	24.41
101-336-880.000	PUBLIC RELATIONS EXPENSE	4,181.36	4,181.36	300.00	300.00	0.00	0.00	0.00
101-336-900.000	PRINTING & PUBLISHING	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-336-920.000	PUBLIC UTILITIES	2,031.02	2,031.02	1,800.00	1,800.00	1,685.28	0.00	93.63
101-336-936.000	REPAIRS & MAINTENANCE/FIRE DAMAGE	536.52	536.52	0.00	0.00	0.00	0.00	0.00
101-336-940.000	EQUIPMENT RENTAL - FORCE ACCT	90,094.45	90,094.45	85,000.00	85,000.00	27,500.00	0.00	32.35
Total Dept 336 - FIRE DEPARTMENT		1,339,046.73	1,339,046.73	1,160,515.00	1,170,515.00	1,184,836.09	3,598.36	101.22
<b>Department: 441 MUNICIPAL SERVICES ADMIN</b>								
101-441-706.000	SALARY & WAGES/ FULL TIME	33,938.52	33,938.52	135,725.00	135,725.00	41,398.29	1,388.09	30.50
101-441-706.050	SALARY & WAGES/PART TIME	20,775.15	20,775.15	26,220.00	26,220.00	24,817.24	869.81	94.65
101-441-706.100	SALARY & WAGES/SICK	4,052.49	4,052.49	5,350.00	5,350.00	774.20	0.00	14.47
101-441-706.150	SALARY & WAGES/IN-LIEU HEALTH	879.03	879.03	820.00	870.00	859.81	0.00	98.83

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bgdt Used
<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 441 MUNICIPAL SERVICES ADMIN</b>								
101-441-706.300	SALARY & WAGES/RETENTION	1,887.49	1,887.49	1,900.00	1,900.00	1,584.97	0.00	83.42
101-441-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	1,025.00	1,025.00	0.00	0.00	0.00
101-441-706.450	SALARY & WAGES/SAFETY INSPEC. BONUS	6,426.02	6,426.02	6,300.00	6,300.00	1,673.98	0.00	26.57
101-441-706.600	SALARY & WAGES/VACATION PAYOFF	188.88	188.88	3,890.00	3,890.00	2,830.56	0.00	72.77
101-441-707.000	SALARY & WAGES/TEMP-SEASONAL	13,934.50	13,934.50	500.00	500.00	0.00	0.00	0.00
101-441-709.000	SALARY & WAGES/OVERTIME	4,994.76	4,994.76	6,115.00	6,315.00	7,017.37	242.76	111.12
101-441-721.000	FRINGE BENEFITS	20,692.41	20,692.41	63,385.00	63,385.00	22,180.81	824.29	34.99
101-441-721.500	POST RETIREMENT BENEFITS	31,329.36	31,329.36	33,985.00	33,985.00	33,986.04	0.00	100.00
101-441-724.000	MERS/OPEB ACTUARIAL EVALUATIONS	0.00	0.00	500.00	500.00	0.00	0.00	0.00
101-441-725.000	EMPLOYEE TESTING & LICENSING	956.38	956.38	0.00	575.00	529.38	0.00	92.07
101-441-728.000	POSTAGE	124.62	124.62	250.00	250.00	0.00	0.00	0.00
101-441-740.000	OPERATING SUPPLIES	5,994.98	5,994.98	7,000.00	7,000.00	4,525.32	170.53	64.90
101-441-740.400	UNIFORM ALLOWANCE	17,410.96	17,410.96	22,000.00	22,050.00	22,845.57	0.00	104.92
101-441-740.700	SAFETY GEAR	(1,200.78)	(1,200.78)	2,000.00	2,000.00	0.00	0.00	0.00
101-441-740.750	FOUL WEATHER GEAR	487.06	487.06	3,000.00	3,000.00	1,369.65	0.00	45.66
101-441-818.000	CONTRACTUAL SERVICES	31,157.51	31,157.51	17,000.00	25,000.00	31,572.82	0.00	127.32
101-441-850.000	COMMUNICATIONS	3,508.35	3,508.35	3,500.00	4,710.00	5,038.72	161.34	109.89
101-441-900.000	PRINTING & PUBLISHING	38.50	38.50	0.00	350.00	318.70	0.00	91.06
101-441-938.000	EQUIPMENT LEASE EXPENSE	2,965.76	2,965.76	4,000.00	4,000.00	3,562.02	0.00	89.05
101-441-940.000	EQUIPMENT RENTAL - FORCE ACCT	4,197.32	4,197.32	4,000.00	4,000.00	1,458.35	0.00	36.46
101-441-957.000	TRAINING EXPENSES	525.00	525.00	5,000.00	5,000.00	4,227.42	1,575.00	84.55
101-441-958.000	MEMBERSHIPS & DUES	0.00	0.00	500.00	500.00	0.00	0.00	0.00
Total Dept 441 - MUNICIPAL SERVICES ADMIN		205,264.27	205,264.27	353,965.00	364,400.00	212,571.22	5,231.82	58.33
<b>Department: 443 MUNICIPAL SERVICES YARD MAINT</b>								
101-443-706.000	SALARY & WAGES/ FULL TIME	4,563.45	4,563.45	8,230.00	8,230.00	4,309.51	172.63	52.36
101-443-706.100	SALARY & WAGES/SICK	0.00	0.00	365.00	365.00	0.00	0.00	0.00
101-443-706.300	SALARY & WAGES/RETENTION	0.00	0.00	35.00	35.00	0.00	0.00	0.00
101-443-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	140.00	140.00	25.03	0.00	17.88
101-443-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	320.00	320.00	0.00	0.00	0.00
101-443-707.000	SALARY & WAGES/TEMP-SEASONAL	1,948.00	1,948.00	2,195.00	2,745.00	3,112.65	135.91	113.39
101-443-709.000	SALARY & WAGES/OVERTIME	216.93	216.93	250.00	250.00	0.00	0.00	0.00
101-443-721.000	FRINGE BENEFITS	2,420.82	2,420.82	5,645.00	5,645.00	2,894.99	143.83	51.28
101-443-721.500	POST RETIREMENT BENEFITS	3,732.96	3,732.96	3,860.00	3,860.00	3,859.08	0.00	99.98
101-443-740.000	OPERATING SUPPLIES	8,513.47	8,513.47	10,000.00	10,000.00	7,251.64	0.00	72.52
101-443-818.000	CONTRACTUAL SERVICES	44,284.66	44,284.66	28,500.00	60,550.00	54,286.79	0.00	83.59
101-443-920.000	PUBLIC UTILITIES	36,923.58	36,923.58	26,000.00	51,600.00	42,796.65	0.00	82.94
101-443-930.000	REPAIRS & MAINTENANCE	22,837.00	22,837.00	10,000.00	10,000.00	2,943.05	0.00	29.43
101-443-940.000	EQUIPMENT RENTAL - FORCE ACCT	1,143.51	1,143.51	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 443 - MUNICIPAL SERVICES YARD MAINT		126,584.38	126,584.38	96,540.00	154,740.00	121,479.39	452.37	78.51
<b>Department: 446 STREET SERVICES</b>								
101-446-920.100	STREET LIGHTING - GENERAL	193,270.39	193,270.39	170,000.00	195,000.00	156,526.96	0.00	80.27
101-446-920.200	STREET LIGHTING - OLD VILLAGE	68,188.09	68,188.09	65,000.00	68,500.00	52,632.23	0.00	76.84
Total Dept 446 - STREET SERVICES		261,458.48	261,458.48	235,000.00	263,500.00	209,159.19	0.00	79.38
<b>Department: 523 MISCELLANEOUS MSD SERVICES</b>								
101-523-706.000	SALARY & WAGES/ FULL TIME	86.23	86.23	145.00	145.00	74.47	2.91	51.36
101-523-706.100	SALARY & WAGES/SICK	0.00	0.00	15.00	15.00	0.00	0.00	0.00
101-523-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	15.00	15.00	0.00	0.00	0.00



## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 523 MISCELLANEOUS MSD SERVICES</b>								
101-523-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	15.00	15.00	0.00	0.00	0.00
101-523-707.000	SALARY & WAGES/TEMP-SEASONAL	33.48	33.48	275.00	275.00	53.42	2.36	19.43
101-523-709.000	SALARY & WAGES/OVERTIME	10.83	10.83	350.00	350.00	171.28	0.00	48.94
101-523-721.000	FRINGE BENEFITS	44.65	44.65	100.00	100.00	91.00	2.44	91.00
101-523-721.500	POST RETIREMENT BENEFITS	64.56	64.56	65.00	65.00	66.00	0.00	101.54
101-523-818.000	CONTRACTUAL SERVICES	0.00	0.00	500.00	500.00	0.00	0.00	0.00
101-523-940.000	EQUIPMENT RENTAL - FORCE ACCT	1,143.51	1,143.51	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 523 - MISCELLANEOUS MSD SERVICES		1,383.26	1,383.26	2,480.00	2,480.00	456.17	7.71	18.39
<b>Department: 524 BATHEY MAINTENANCE EXPENSE</b>								
101-524-818.000	CONTRACTUAL SERVICES	1,972.00	1,972.00	0.00	0.00	0.00	0.00	0.00
Total Dept 524 - BATHEY MAINTENANCE EXPENSE		1,972.00	1,972.00	0.00	0.00	0.00	0.00	0.00
<b>Department: 525 SPECIAL EVENTS</b>								
101-525-706.000	SALARY & WAGES/ FULL TIME	7,824.76	7,824.76	14,110.00	14,110.00	7,457.91	295.94	52.86
101-525-706.100	SALARY & WAGES/SICK	0.00	0.00	625.00	625.00	0.00	0.00	0.00
101-525-706.300	SALARY & WAGES/RETENTION	0.00	0.00	60.00	60.00	0.00	0.00	0.00
101-525-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	240.00	240.00	0.00	0.00	0.00
101-525-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	550.00	550.00	0.00	0.00	0.00
101-525-707.000	SALARY & WAGES/TEMP-SEASONAL	3,310.64	3,310.64	5,500.00	5,500.00	5,310.94	232.95	96.56
101-525-709.000	SALARY & WAGES/OVERTIME	22,051.19	22,051.19	29,085.00	29,085.00	26,771.58	244.40	92.05
101-525-721.000	FRINGE BENEFITS	9,957.31	9,957.31	9,675.00	12,175.00	12,945.21	325.78	106.33
101-525-721.500	POST RETIREMENT BENEFITS	6,399.48	6,399.48	6,625.00	6,625.00	6,614.04	0.00	99.83
101-525-725.500	MEAL ALLOWANCE	1,570.16	1,570.16	1,000.00	1,825.00	1,673.40	84.00	91.69
101-525-740.000	OPERATING SUPPLIES	5,700.08	5,700.08	12,000.00	15,300.00	29,214.87	0.00	225.37
101-525-818.000	CONTRACTUAL SERVICES	13,652.00	13,652.00	50,000.00	50,000.00	13,082.51	0.00	7.85
101-525-940.000	EQUIPMENT RENTAL - FORCE ACCT	32,018.16	32,018.16	28,000.00	28,000.00	2,908.00	0.00	10.39
Total Dept 525 - SPECIAL EVENTS		102,483.78	102,483.78	157,470.00	164,095.00	105,978.46	1,183.07	64.58
<b>Department: 529 PARKING</b>								
101-529-706.000	SALARY & WAGES/ FULL TIME	1,857.08	1,857.08	3,350.00	3,350.00	1,753.52	70.21	52.34
101-529-706.100	SALARY & WAGES/SICK	0.00	0.00	150.00	150.00	0.00	0.00	0.00
101-529-706.300	SALARY & WAGES/RETENTION	0.00	0.00	25.00	25.00	0.00	0.00	0.00
101-529-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	75.00	75.00	0.00	0.00	0.00
101-529-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	130.00	130.00	0.00	0.00	0.00
101-529-707.000	SALARY & WAGES/TEMP-SEASONAL	785.82	785.82	425.00	1,125.00	1,260.70	55.31	112.06
101-529-709.000	SALARY & WAGES/OVERTIME	1,132.58	1,132.58	3,575.00	3,575.00	2,375.12	0.00	66.44
101-529-721.000	FRINGE BENEFITS	1,199.66	1,199.66	2,300.00	2,300.00	1,799.99	58.58	78.26
101-529-721.500	POST RETIREMENT BENEFITS	1,519.08	1,519.08	1,570.00	1,570.00	1,569.96	0.00	100.00
101-529-725.500	MEAL ALLOWANCE	0.00	0.00	0.00	10.00	8.00	0.00	80.00
101-529-740.000	OPERATING SUPPLIES	23,687.73	23,687.73	5,000.00	5,000.00	0.00	0.00	(57.46)
101-529-818.000	CONTRACTUAL SERVICES	447.60	447.60	48,000.00	48,000.00	18,179.35	0.00	37.87
101-529-900.000	PRINTING & PUBLISHING	0.00	0.00	14,000.00	14,000.00	0.00	0.00	0.00
101-529-920.000	PUBLIC UTILITIES	4,130.60	4,130.60	0.00	4,000.00	3,879.98	0.00	97.00
101-529-940.000	EQUIPMENT RENTAL - FORCE ACCT	8,576.29	8,576.29	7,500.00	7,500.00	0.00	0.00	0.00
Total Dept 529 - PARKING		43,336.44	43,336.44	86,100.00	90,810.00	30,826.62	184.10	33.95
<b>Department: 530 MSD SERVICES - DDA</b>								
101-530-706.000	SALARY & WAGES/ FULL TIME	10,210.34	10,210.34	18,275.00	18,275.00	9,842.10	391.33	53.86
101-530-706.100	SALARY & WAGES/SICK	0.00	0.00	805.00	805.00	0.00	0.00	0.00

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH  
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GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bgdt Used
<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 530 MSD SERVICES - DDA</b>								
101-530-706.300	SALARY & WAGES/RETENTION	0.00	0.00	75.00	75.00	0.00	0.00	0.00
101-530-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	325.00	325.00	0.00	0.00	0.00
101-530-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	725.00	725.00	0.00	0.00	0.00
101-530-707.000	SALARY & WAGES/TEMP-SEASONAL	4,288.86	4,288.86	13,980.00	13,980.00	6,880.11	301.85	49.21
101-530-709.000	SALARY & WAGES/OVERTIME	10,270.89	10,270.89	12,530.00	12,530.00	11,215.81	2,000.02	89.51
101-530-721.000	FRINGE BENEFITS	7,904.54	7,904.54	8,570.00	8,570.00	10,030.59	887.98	117.04
101-530-721.500	POST RETIREMENT BENEFITS	8,290.08	8,290.08	0.00	8,500.00	8,568.00	0.00	100.80
101-530-725.500	MEAL ALLOWANCE	257.68	257.68	400.00	400.00	311.44	64.00	77.86
101-530-740.000	OPERATING SUPPLIES	116,481.62	116,481.62	45,000.00	65,000.00	75,685.01	0.00	111.45
101-530-818.000	CONTRACTUAL SERVICES	49,215.96	49,215.96	58,000.00	58,000.00	46,887.62	0.00	82.94
101-530-920.000	PUBLIC UTILITIES	3,855.80	3,855.80	7,000.00	7,000.00	2,244.89	0.00	32.07
101-530-940.000	EQUIPMENT RENTAL - FORCE ACCT	38,879.19	38,879.19	34,000.00	34,000.00	0.00	0.00	0.00
Total Dept 530 - MSD SERVICES - DDA		249,654.96	249,654.96	199,685.00	228,185.00	171,665.57	3,645.18	75.23
<b>Department: 567 CEMETERY</b>								
101-567-706.000	SALARY & WAGES/ FULL TIME	15,924.58	15,924.58	17,525.00	17,525.00	14,300.68	561.69	81.60
101-567-706.100	SALARY & WAGES/SICK	116.13	116.13	775.00	775.00	0.00	0.00	0.00
101-567-706.300	SALARY & WAGES/RETENTION	40.55	40.55	75.00	75.00	43.93	0.00	58.57
101-567-706.350	SALARY & WAGES/PAGER PAY	209.03	209.03	295.00	295.00	277.84	0.00	94.18
101-567-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	675.00	675.00	0.00	0.00	0.00
101-567-707.000	SALARY & WAGES/TEMP-SEASONAL	4,180.21	4,180.21	5,340.00	5,840.00	6,656.36	289.47	113.98
101-567-709.000	SALARY & WAGES/OVERTIME	3,689.01	3,689.01	2,560.00	2,960.00	3,322.04	44.85	112.23
101-567-721.000	FRINGE BENEFITS	8,044.62	8,044.62	12,020.00	12,020.00	9,029.57	388.18	75.12
101-567-721.500	POST RETIREMENT BENEFITS	7,950.84	7,950.84	8,220.00	8,220.00	8,217.96	0.00	99.98
101-567-725.500	MEAL ALLOWANCE	164.00	164.00	225.00	225.00	209.00	0.00	92.89
101-567-728.000	POSTAGE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-567-740.000	OPERATING SUPPLIES	17,104.04	17,104.04	20,000.00	20,000.00	10,306.68	231.44	56.99
101-567-818.000	CONTRACTUAL SERVICES	34,089.14	34,089.14	70,000.00	70,000.00	31,284.80	0.00	34.34
101-567-920.000	PUBLIC UTILITIES	3,230.54	3,230.54	7,500.00	7,500.00	4,931.21	0.00	4.09
101-567-930.000	REPAIRS & MAINTENANCE	0.00	0.00	5,000.00	5,000.00	0.00	0.00	0.00
101-567-940.000	EQUIPMENT RENTAL - FORCE ACCT	27,444.14	27,444.14	24,000.00	24,000.00	0.00	0.00	0.00
101-567-956.100	CRYPT/NICHE RETURNS	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00
101-567-956.200	LOT SALE/RETURNS	2,500.00	2,500.00	3,000.00	3,000.00	3,000.00	0.00	100.00
Total Dept 567 - CEMETERY		124,686.83	124,686.83	179,310.00	180,210.00	91,580.07	1,515.63	50.82
<b>Department: 770 PARKS &amp; PUBLIC PROPERTY</b>								
101-770-706.000	SALARY & WAGES/ FULL TIME	26,646.87	26,646.87	18,065.00	23,065.00	24,981.74	1,068.16	108.31
101-770-706.100	SALARY & WAGES/SICK	232.60	232.60	795.00	795.00	0.00	0.00	0.00
101-770-706.300	SALARY & WAGES/RETENTION	81.25	81.25	80.00	90.00	88.01	0.00	97.79
101-770-706.350	SALARY & WAGES/PAGER PAY	418.77	418.77	305.00	480.00	456.26	0.00	95.05
101-770-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	220.00	220.00	0.00	0.00	0.00
101-770-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	695.00	695.00	0.00	0.00	0.00
101-770-707.000	SALARY & WAGES/TEMP-SEASONAL	4,305.43	4,305.43	9,625.00	9,625.00	6,857.65	298.30	71.25
101-770-709.000	SALARY & WAGES/OVERTIME	214.25	214.25	745.00	1,345.00	1,304.49	0.00	96.99
101-770-721.000	FRINGE BENEFITS	11,351.40	11,351.40	12,385.00	12,385.00	12,528.03	550.00	101.15
101-770-721.500	POST RETIREMENT BENEFITS	8,193.24	8,193.24	8,470.00	8,470.00	8,468.04	0.00	99.98
101-770-725.500	MEAL ALLOWANCE	0.00	0.00	100.00	100.00	24.00	0.00	24.00
101-770-740.000	OPERATING SUPPLIES	9,462.26	9,462.26	30,000.00	30,000.00	18,501.80	0.00	59.09
101-770-818.000	CONTRACTUAL SERVICES	58,480.07	58,480.07	43,500.00	43,500.00	48,604.71	4,995.00	106.01
101-770-920.000	PUBLIC UTILITIES	123,445.35	123,445.35	65,000.00	100,000.00	78,139.47	0.00	78.14

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 06/30/2025

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<b>Fund: 101 GENERAL FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 770 PARKS &amp; PUBLIC PROPERTY</b>								
101-770-930.000	REPAIRS & MAINTENANCE	13,746.97	13,746.97	15,000.00	15,000.00	0.00	0.00	0.00
101-770-940.000	EQUIPMENT RENTAL - FORCE ACCT	20,583.08	20,583.08	18,000.00	18,000.00	0.00	0.00	0.00
Total Dept 770 - PARKS & PUBLIC PROPERTY		277,161.54	277,161.54	222,985.00	263,770.00	199,954.20	6,911.46	75.81
<b>Department: 900 CAPITAL OUTLAY</b>								
101-900-971.436	CAP OUTLAY/CITY HALL IMPRVMTS	31,203.68	31,203.68	205,000.00	205,000.00	120,224.03	0.00	58.65
101-900-971.437	CAP OUTLAY/ LAND IMPROVEMENTS - PARK	0.00	0.00	0.00	10,200.00	10,180.10	0.00	99.80
101-900-971.438	CAP OUTLAY/ MSD BUILDING IMPROVEMENT	2,307.25	2,307.25	130,000.00	130,000.00	20,052.50	0.00	15.43
101-900-976.276	CAP OUTLAY/CEMETERY BLDG IMP	4,796.16	4,796.16	1,100,000.00	600,000.00	1,803.60	0.00	0.30
101-900-976.436	CAP OUTLAY/CITY HALL BLDG IMP	19,764.09	19,764.09	0.00	2,500.00	2,500.00	0.00	100.00
101-900-976.437	CAP OUTLAY/SIDEWALK REPL	12,872.46	12,872.46	350,000.00	350,000.00	91,299.71	0.00	26.09
101-900-976.438	CAP OUTLAY/MSD BUILDING IMP	1,100.00	1,100.00	210,000.00	210,000.00	0.00	0.00	0.00
101-900-976.751	CAP OUTLAY/CULT CTR BLDG IMPRVMTS	311,581.73	311,581.73	720,000.00	500,000.00	517,049.73	5,525.00	103.41
101-900-977.101	CAP OUTLAY/ CITY COMMISSION	0.00	0.00	7,000.00	62,650.00	62,628.95	0.00	92.00
101-900-977.212	CAP OUTLAY/FINANCE DEPT	0.00	0.00	2,500.00	2,500.00	0.00	0.00	0.00
101-900-977.258	CAP OUTLAY/MGMT INFORM SVCS	649.60	649.60	0.00	2,500.00	2,048.95	0.00	81.96
101-900-977.301	CAP OUTLAY/POLICE EQUIP	32,254.79	32,254.79	14,250.00	51,250.00	51,120.32	0.00	99.75
101-900-977.442	CAP OUTLAY/SPEC EVENTS EQUIP	0.00	0.00	202,500.00	240,500.00	240,490.00	0.00	100.00
101-900-977.443	CAP OUTLAY/PARKING SYSTEM	16,100.89	16,100.89	0.00	0.00	0.00	0.00	0.00
101-900-980.172	CAP OUTLAY/MGR OFFICE EQUIP	0.00	0.00	1,500.00	1,500.00	810.89	0.00	54.06
101-900-980.258	CAP OUTLAY/MGMT INFO SERV	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 900 - CAPITAL OUTLAY		432,630.65	432,630.65	2,943,750.00	2,369,600.00	1,120,208.78	5,525.00	47.27
<b>Department: 905 DEBT ADMINISTRATION</b>								
101-905-990.912	CONTRIB TO NVILLE/ACT 99 - 2015 FIRE	31,839.36	31,839.36	32,412.00	61,677.00	61,673.54	0.00	99.99
Total Dept 905 - DEBT ADMINISTRATION		31,839.36	31,839.36	32,412.00	61,677.00	61,673.54	0.00	99.99
<b>Department: 965 CONTRIBUTIONS</b>								
101-965-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	16,946.00	16,946.00	0.00	0.00	0.00
101-965-965.208	CONTRIBUTION TO RECREATION	298,661.00	298,661.00	313,595.00	495,245.00	495,245.04	181,650.00	100.00
101-965-965.249	CONTRIBUTION TO BUILDING FUND	80,000.00	80,000.00	0.00	75,500.00	75,500.00	75,500.00	100.00
101-965-965.252	CONTRIBUTION TO NBHD SVCS FD	73,010.04	73,010.04	73,010.00	73,010.00	73,010.04	0.00	100.00
Total Dept 965 - CONTRIBUTIONS		451,671.04	451,671.04	403,551.00	660,701.00	643,755.08	257,150.00	97.44
Expenditures		10,459,305.89	10,459,305.89	13,667,733.00	13,676,608.00	10,815,402.77	495,359.09	79.08
<b>Fund 101 - GENERAL FUND:</b>								
TOTAL REVENUES		10,789,213.82	10,789,213.82	13,667,733.00	13,676,608.00	11,152,200.56	145,845.53	81.54
TOTAL EXPENDITURES		10,459,305.89	10,459,305.89	13,667,733.00	13,676,608.00	10,815,402.77	495,359.09	79.08
NET OF REVENUES & EXPENDITURES:		329,907.93	329,907.93	0.00	0.00	336,797.79	(349,513.56)	
BEG. FUND BALANCE		3,981,513.81	3,981,513.81	4,311,421.74	4,311,421.74	4,311,421.74		
END FUND BALANCE		4,311,421.74	4,311,421.74	4,311,421.74	4,311,421.74	4,648,219.53		

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<b>Fund: 202 MAJOR STREET FUND</b>								
<b>Account Category: Revenues</b>								
<b>Department: 000 GENERAL REVENUES</b>								
202-000-546.000	GAS & WEIGHT TAX	763,333.69	763,333.69	830,287.00	830,287.00	543,949.22	0.00	65.51
202-000-546.100	LOCAL ROADS PROGRAM	12,721.09	12,721.09	12,734.00	12,734.00	8,478.89	0.00	66.58
202-000-665.000	INTEREST ON INVESTMENTS	37,396.52	37,396.52	5,000.00	20,000.00	21,711.30	0.00	108.56
Total Dept 000 - GENERAL REVENUES		813,451.30	813,451.30	848,021.00	863,021.00	574,139.41	0.00	66.53
Revenues		813,451.30	813,451.30	848,021.00	863,021.00	574,139.41	0.00	66.53
<b>Account Category: Expenditures</b>								
<b>Department: 261 ADMINISTRATION</b>								
202-261-706.000	SALARY & WAGES/ FULL TIME	8,045.00	8,045.00	8,695.00	8,695.00	9,085.96	264.24	104.50
202-261-706.050	SALARY & WAGES/PART TIME	1,650.00	1,650.00	1,165.00	1,165.00	3,545.43	124.27	304.33
202-261-706.100	SALARY & WAGES/SICK	624.20	624.20	350.00	350.00	120.42	0.00	34.41
202-261-706.150	SALARY & WAGES/IN-LIEU HEALTH	125.59	125.59	125.00	125.00	122.83	0.00	98.26
202-261-706.300	SALARY & WAGES/RETENTION	276.51	276.51	100.00	100.00	235.03	0.00	235.03
202-261-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	100.00	100.00	0.00	0.00	0.00
202-261-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	350.00	350.00	0.00	0.00	0.00
202-261-709.000	SALARY & WAGES/OVERTIME	645.88	645.88	790.00	790.00	1,290.23	48.56	163.32
202-261-721.000	FRINGE BENEFITS	4,550.00	4,550.00	4,935.00	4,935.00	4,515.97	153.60	91.51
202-261-721.500	POST RETIREMENT BENEFITS	2,733.84	2,733.84	2,945.00	2,945.00	2,945.04	0.00	100.00
202-261-818.000	CONTRACTUAL SERVICES	0.00	0.00	2,500.00	2,500.00	0.00	0.00	0.00
202-261-850.000	COMMUNICATIONS	2,653.40	2,653.40	3,000.00	3,000.00	2,524.85	161.34	84.16
202-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	4,000.00	4,000.00	4,000.00	4,000.00	0.00	0.00	0.00
202-261-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	67,905.00	53,430.00	0.00	0.00	0.00
Total Dept 261 - ADMINISTRATION		25,304.42	25,304.42	96,960.00	82,485.00	24,385.76	752.01	29.56
<b>Department: 463 ROUTINE MAINTENANCE</b>								
202-463-706.000	SALARY & WAGES/ FULL TIME	59,106.42	59,106.42	27,400.00	55,900.00	54,390.30	2,343.07	97.30
202-463-706.050	SALARY & WAGES/PART TIME	1,317.94	1,317.94	2,680.00	2,680.00	0.00	0.00	0.00
202-463-706.100	SALARY & WAGES/SICK	581.70	581.70	1,210.00	1,210.00	0.00	0.00	0.00
202-463-706.300	SALARY & WAGES/RETENTION	203.19	203.19	200.00	250.00	220.12	0.00	88.05
202-463-706.350	SALARY & WAGES/PAGER PAY	1,047.21	1,047.21	425.00	975.00	940.90	0.00	96.50
202-463-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	200.00	200.00	0.00	0.00	0.00
202-463-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
202-463-707.000	SALARY & WAGES/TEMP-SEASONAL	5,860.49	5,860.49	4,375.00	8,525.00	9,376.53	410.05	109.99
202-463-709.000	SALARY & WAGES/OVERTIME	157.92	157.92	700.00	700.00	477.08	0.00	68.15
202-463-721.000	FRINGE BENEFITS	23,957.06	23,957.06	18,500.00	21,600.00	24,749.74	1,078.60	114.58
202-463-721.500	POST RETIREMENT BENEFITS	11,916.12	11,916.12	12,290.00	12,290.00	12,287.04	0.00	99.98
202-463-725.500	MEAL ALLOWANCE	16.00	16.00	0.00	0.00	0.00	0.00	0.00
202-463-740.000	OPERATING SUPPLIES	18,879.33	18,879.33	15,000.00	15,000.00	3,126.53	0.00	20.84
202-463-818.000	CONTRACTUAL SERVICES	30,055.99	30,055.99	44,500.00	44,500.00	26,324.55	0.00	59.16
202-463-818.440	CONT SVCS/CRACK SEALING	0.00	0.00	15,000.00	15,000.00	0.00	0.00	0.00
202-463-850.000	COMMUNICATIONS	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
202-463-940.000	EQUIPMENT RENTAL - FORCE ACCT	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00
202-463-960.000	INSURANCE & BONDS	4,138.20	4,138.20	1,875.00	1,875.00	1,875.00	0.00	100.00
Total Dept 463 - ROUTINE MAINTENANCE		167,237.57	167,237.57	156,355.00	192,705.00	133,767.79	3,831.72	69.42
<b>Department: 470 STORMWATER SYSTEM MAINTENANCE</b>								
202-470-825.500	STORMWATER PERMIT FEES	2,000.00	2,000.00	3,000.00	3,000.00	2,000.00	0.00	66.67
Total Dept 470 - STORMWATER SYSTEM MAINTENANCE		2,000.00	2,000.00	3,000.00	3,000.00	2,000.00	0.00	66.67
<b>Department: 474 TRAFFIC SIGNAL MAINTENANCE</b>								



## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 202 MAJOR STREET FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 474 TRAFFIC SIGNAL MAINTENANCE</b>								
202-474-706.000	SALARY & WAGES/ FULL TIME	1,679.08	1,679.08	3,030.00	3,030.00	1,585.46	63.51	52.33
202-474-706.100	SALARY & WAGES/SICK	0.00	0.00	320.00	320.00	0.00	0.00	0.00
202-474-706.300	SALARY & WAGES/RETENTION	0.00	0.00	135.00	135.00	0.00	0.00	0.00
202-474-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	50.00	50.00	0.00	0.00	0.00
202-474-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	120.00	120.00	0.00	0.00	0.00
202-474-707.000	SALARY & WAGES/TEMP-SEASONAL	710.54	710.54	4,375.00	4,375.00	1,139.92	50.01	26.06
202-474-709.000	SALARY & WAGES/OVERTIME	162.57	162.57	700.00	700.00	420.26	0.00	60.04
202-474-721.000	FRINGE BENEFITS	921.80	921.80	1,850.00	1,850.00	1,157.68	52.93	62.58
202-474-721.500	POST RETIREMENT BENEFITS	1,373.64	1,373.64	1,420.00	1,420.00	1,419.00	0.00	99.93
202-474-740.000	OPERATING SUPPLIES	3,254.63	3,254.63	10,000.00	10,000.00	548.26	396.83	0.38
202-474-818.000	CONTRACTUAL SERVICES	17,576.04	17,576.04	61,500.00	61,500.00	60,204.94	0.00	88.57
202-474-920.000	PUBLIC UTILITIES	11,917.56	11,917.56	12,000.00	12,000.00	9,130.19	0.00	76.08
202-474-940.000	EQUIPMENT RENTAL - FORCE ACCT	5,000.00	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00
Total Dept 474 - TRAFFIC SIGNAL MAINTENANCE		42,595.86	42,595.86	100,500.00	100,500.00	75,605.71	563.28	75.23
<b>Department: 479 SNOW &amp; ICE REMOVAL</b>								
202-479-706.000	SALARY & WAGES/ FULL TIME	12,549.96	12,549.96	7,660.00	10,385.00	11,760.70	504.84	113.25
202-479-706.100	SALARY & WAGES/SICK	116.12	116.12	350.00	350.00	0.00	0.00	0.00
202-479-706.300	SALARY & WAGES/RETENTION	40.56	40.56	50.00	50.00	43.93	0.00	87.86
202-479-706.350	SALARY & WAGES/PAGER PAY	209.04	209.04	130.00	180.00	177.84	0.00	98.80
202-479-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	295.00	295.00	0.00	0.00	0.00
202-479-707.000	SALARY & WAGES/TEMP-SEASONAL	1,797.45	1,797.45	460.00	2,510.00	2,883.49	126.51	114.88
202-479-709.000	SALARY & WAGES/OVERTIME	3,240.16	3,240.16	3,350.00	3,350.00	3,013.54	0.00	89.96
202-479-721.000	FRINGE BENEFITS	6,091.96	6,091.96	5,250.00	5,750.00	6,440.45	250.88	112.01
202-479-721.500	POST RETIREMENT BENEFITS	3,474.36	3,474.36	3,950.00	3,950.00	3,591.00	0.00	90.91
202-479-725.500	MEAL ALLOWANCE	107.00	107.00	200.00	200.00	79.00	0.00	39.50
202-479-740.000	OPERATING SUPPLIES	23,449.19	23,449.19	38,000.00	25,800.00	18,160.95	0.00	(168.59)
202-479-940.000	EQUIPMENT RENTAL - FORCE ACCT	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00
Total Dept 479 - SNOW & ICE REMOVAL		61,075.80	61,075.80	69,695.00	62,820.00	46,150.90	882.23	73.47
<b>Department: 485 ROAD CONSTRUCTION</b>								
202-485-818.406	CONT SVCS/ENG-ARCH	30,955.95	30,955.95	0.00	0.00	0.00	0.00	0.00
202-485-818.450	CONT SVCS/STREET CONSTRUCTION	69,803.89	69,803.89	0.00	0.00	0.00	0.00	0.00
Total Dept 485 - ROAD CONSTRUCTION		100,759.84	100,759.84	0.00	0.00	0.00	0.00	0.00
<b>Department: 965 CONTRIBUTIONS</b>								
202-965-965.203	CONTRIBUTION TO LOCAL STREET	381,666.00	381,666.00	421,511.00	421,511.00	421,511.04	0.00	100.00
Total Dept 965 - CONTRIBUTIONS		381,666.00	381,666.00	421,511.00	421,511.00	421,511.04	0.00	100.00
Expenditures		780,639.49	780,639.49	848,021.00	863,021.00	703,421.20	6,029.24	81.51
<b>Fund 202 - MAJOR STREET FUND:</b>								
TOTAL REVENUES		813,451.30	813,451.30	848,021.00	863,021.00	574,139.41	0.00	66.53
TOTAL EXPENDITURES		780,639.49	780,639.49	848,021.00	863,021.00	703,421.20	6,029.24	81.51
NET OF REVENUES & EXPENDITURES:		32,811.81	32,811.81	0.00	0.00	(129,281.79)	(6,029.24)	
BEG. FUND BALANCE		1,253,587.39	1,253,587.39	1,286,399.20	1,286,399.20	1,286,399.20		
END FUND BALANCE		1,286,399.20	1,286,399.20	1,286,399.20	1,286,399.20	1,157,117.41		

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg't Used
<b>Fund: 203 LOCAL STREET FUND</b>								
<b>Account Category: Revenues</b>								
<b>Department: 000 GENERAL REVENUES</b>								
203-000-546.000	GAS & WEIGHT TAX	305,775.60	305,775.60	276,762.00	276,762.00	217,893.22	0.00	78.73
203-000-546.100	LOCAL ROADS PROGRAM	5,095.86	5,095.86	5,096.00	5,096.00	3,396.48	0.00	66.65
203-000-665.000	INTEREST ON INVESTMENTS	6,843.65	6,843.65	50.00	3,050.00	1,959.95	0.00	64.26
203-000-674.202	CONTRIBUTION FROM MAJOR STREET	381,666.00	381,666.00	421,511.00	421,511.00	421,511.04	0.00	100.00
203-000-680.100	MISC/TREES	5,657.50	5,657.50	12,530.00	12,530.00	2,610.00	0.00	20.83
Total Dept 000 - GENERAL REVENUES		705,038.61	705,038.61	715,949.00	718,949.00	647,370.69	0.00	90.04
Revenues		705,038.61	705,038.61	715,949.00	718,949.00	647,370.69	0.00	90.04
<b>Account Category: Expenditures</b>								
<b>Department: 261 ADMINISTRATION</b>								
203-261-706.000	SALARY & WAGES/ FULL TIME	8,275.00	8,275.00	8,930.00	8,930.00	13,505.50	413.08	151.24
203-261-706.050	SALARY & WAGES/PART TIME	2,035.00	2,035.00	1,230.00	2,730.00	7,090.42	248.50	259.72
203-261-706.100	SALARY & WAGES/SICK	1,169.17	1,169.17	350.00	350.00	223.64	0.00	63.90
203-261-706.150	SALARY & WAGES/IN-LIEU HEALTH	251.15	251.15	250.00	250.00	245.66	0.00	98.26
203-261-706.300	SALARY & WAGES/RETENTION	540.98	540.98	100.00	100.00	455.01	0.00	455.01
203-261-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	100.00	100.00	0.00	0.00	0.00
203-261-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	350.00	350.00	0.00	0.00	0.00
203-261-709.000	SALARY & WAGES/OVERTIME	725.00	725.00	760.00	760.00	1,997.64	72.83	262.85
203-261-721.000	FRINGE BENEFITS	4,650.00	4,650.00	5,055.00	5,055.00	6,901.30	244.47	136.52
203-261-721.500	POST RETIREMENT BENEFITS	2,796.48	2,796.48	3,015.00	3,015.00	3,012.00	0.00	99.90
203-261-850.000	COMMUNICATIONS	2,000.00	2,000.00	4,000.00	4,000.00	2,524.85	161.34	63.12
203-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	4,000.00	4,000.00	4,000.00	4,000.00	0.00	0.00	0.00
203-261-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	424,549.00	394,924.00	0.00	0.00	0.00
Total Dept 261 - ADMINISTRATION		26,442.78	26,442.78	452,689.00	424,564.00	35,956.02	1,140.22	8.47
<b>Department: 463 ROUTINE MAINTENANCE</b>								
203-463-706.000	SALARY & WAGES/ FULL TIME	69,168.13	69,168.13	35,170.00	55,670.00	61,608.42	2,656.57	110.67
203-463-706.050	SALARY & WAGES/PART TIME	3,900.56	3,900.56	0.00	0.00	0.00	0.00	0.00
203-463-706.100	SALARY & WAGES/SICK	581.71	581.71	1,545.00	1,545.00	0.00	0.00	0.00
203-463-706.300	SALARY & WAGES/RETENTION	203.21	203.21	205.00	225.00	220.14	0.00	97.84
203-463-706.350	SALARY & WAGES/PAGER PAY	1,047.21	1,047.21	1,545.00	1,545.00	1,015.86	0.00	65.75
203-463-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	550.00	550.00	0.00	0.00	0.00
203-463-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	1,290.00	1,290.00	0.00	0.00	0.00
203-463-707.000	SALARY & WAGES/TEMP-SEASONAL	7,733.23	7,733.23	2,075.00	10,975.00	12,343.65	538.29	112.47
203-463-709.000	SALARY & WAGES/OVERTIME	353.91	353.91	1,565.00	1,565.00	326.86	0.00	20.89
203-463-721.000	FRINGE BENEFITS	28,762.28	28,762.28	23,830.00	24,830.00	28,459.24	1,260.36	114.62
203-463-721.500	POST RETIREMENT BENEFITS	15,439.20	15,439.20	15,930.00	15,930.00	15,927.96	0.00	99.99
203-463-740.000	OPERATING SUPPLIES	1,501.46	1,501.46	12,000.00	11,075.00	10,548.84	0.00	95.25
203-463-742.000	RESIDENT/TREES	6,150.00	6,150.00	5,000.00	5,000.00	0.00	0.00	0.00
203-463-818.000	CONTRACTUAL SERVICES	12,891.91	12,891.91	10,500.00	18,250.00	18,126.30	0.00	89.39
203-463-818.440	CONT SVCS/CRACK SEALING	9,800.00	9,800.00	45,000.00	45,000.00	0.00	0.00	0.00
203-463-850.000	COMMUNICATIONS	653.40	653.40	3,000.00	3,000.00	0.00	0.00	0.00
203-463-940.000	EQUIPMENT RENTAL - FORCE ACCT	7,500.00	7,500.00	7,500.00	7,500.00	0.00	0.00	0.00
203-463-960.000	INSURANCE & BONDS	6,621.24	6,621.24	3,000.00	3,000.00	3,000.00	0.00	100.00
Total Dept 463 - ROUTINE MAINTENANCE		172,307.45	172,307.45	169,705.00	206,950.00	151,577.27	4,455.22	73.24
<b>Department: 470 STORMWATER SYSTEM MAINTENANCE</b>								
203-470-825.500	STORMWATER PERMIT FEES	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 470 - STORMWATER SYSTEM MAINTENANCE		0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH  
Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 203 LOCAL STREET FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 474 TRAFFIC SIGNAL MAINTENANCE</b>								
203-474-706.000	SALARY & WAGES/ FULL TIME	1,442.15	1,442.15	2,600.00	2,600.00	1,361.74	54.56	52.37
203-474-706.100	SALARY & WAGES/SICK	0.00	0.00	115.00	115.00	0.00	0.00	0.00
203-474-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	50.00	50.00	0.00	0.00	0.00
203-474-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	100.00	100.00	0.00	0.00	0.00
203-474-707.000	SALARY & WAGES/TEMP-SEASONAL	610.28	610.28	325.00	1,125.00	978.94	42.93	87.02
203-474-709.000	SALARY & WAGES/OVERTIME	276.41	276.41	275.00	275.00	0.00	0.00	0.00
203-474-721.000	FRINGE BENEFITS	790.62	790.62	1,785.00	1,785.00	912.78	45.45	51.14
203-474-721.500	POST RETIREMENT BENEFITS	1,179.72	1,179.72	1,225.00	1,225.00	1,219.08	0.00	99.52
203-474-740.000	OPERATING SUPPLIES	3,274.18	3,274.18	20,000.00	15,000.00	455.24	0.00	(5.25)
203-474-818.000	CONTRACTUAL SERVICES	0.00	0.00	30,000.00	20,000.00	10,386.50	0.00	32.32
203-474-940.000	EQUIPMENT RENTAL - FORCE ACCT	5,000.00	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00
Total Dept 474 - TRAFFIC SIGNAL MAINTENANCE		12,573.36	12,573.36	61,475.00	47,275.00	15,314.28	142.94	32.39
<b>Department: 479 SNOW &amp; ICE REMOVAL</b>								
203-479-706.000	SALARY & WAGES/ FULL TIME	10,416.43	10,416.43	3,825.00	8,825.00	9,745.92	424.11	110.44
203-479-706.100	SALARY & WAGES/SICK	116.13	116.13	170.00	170.00	0.00	0.00	0.00
203-479-706.300	SALARY & WAGES/RETENTION	40.54	40.54	50.00	50.00	43.93	0.00	87.86
203-479-706.350	SALARY & WAGES/PAGER PAY	209.03	209.03	75.00	180.00	177.84	0.00	98.80
203-479-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	150.00	150.00	0.00	0.00	0.00
203-479-707.000	SALARY & WAGES/TEMP-SEASONAL	894.48	894.48	295.00	1,295.00	1,434.97	62.92	110.81
203-479-709.000	SALARY & WAGES/OVERTIME	2,714.89	2,714.89	2,625.00	3,125.00	3,072.57	0.00	98.32
203-479-721.000	FRINGE BENEFITS	4,970.14	4,970.14	1,790.00	4,740.00	5,129.21	183.81	108.21
203-479-721.500	POST RETIREMENT BENEFITS	1,729.20	1,729.20	0.00	1,500.00	1,787.04	0.00	119.14
203-479-725.500	MEAL ALLOWANCE	149.00	149.00	100.00	125.00	110.00	0.00	88.00
203-479-740.000	OPERATING SUPPLIES	8,491.87	8,491.87	12,000.00	9,000.00	6,001.06	0.00	(161.68)
203-479-940.000	EQUIPMENT RENTAL - FORCE ACCT	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00
Total Dept 479 - SNOW & ICE REMOVAL		39,731.71	39,731.71	31,080.00	39,160.00	27,502.54	670.84	70.23
<b>Department: 485 ROAD CONSTRUCTION</b>								
203-485-818.406	CONT SVCS/ENG-ARCH	41,835.64	41,835.64	0.00	0.00	0.00	0.00	0.00
203-485-818.450	CONT SVCS/STREET CONSTRUCTION	237,068.61	237,068.61	0.00	0.00	0.00	0.00	0.00
Total Dept 485 - ROAD CONSTRUCTION		278,904.25	278,904.25	0.00	0.00	0.00	0.00	0.00
Expenditures		529,959.55	529,959.55	715,949.00	718,949.00	230,350.11	6,409.22	32.04
<b>Fund 203 - LOCAL STREET FUND:</b>								
TOTAL REVENUES		705,038.61	705,038.61	715,949.00	718,949.00	647,370.69	0.00	90.04
TOTAL EXPENDITURES		529,959.55	529,959.55	715,949.00	718,949.00	230,350.11	6,409.22	32.04
NET OF REVENUES & EXPENDITURES:		175,079.06	175,079.06	0.00	0.00	417,020.58	(6,409.22)	
BEG. FUND BALANCE		1,358,977.04	1,358,977.04	1,534,056.10	1,534,056.10	1,534,056.10		
END FUND BALANCE		1,534,056.10	1,534,056.10	1,534,056.10	1,534,056.10	1,951,076.68		

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 208 RECREATION FUND</b>								
<b>Account Category: Revenues</b>								
<b>Department: 021 CULTURAL CENTER REVENUES</b>								
208-021-651.100	ICE ARENA/ICE SHOW	72.00	72.00	0.00	0.00	0.00	0.00	0.00
208-021-651.200	ICE ARENA/RENTAL SKATES	1,641.00	1,641.00	1,500.00	1,800.00	1,802.00	0.00	100.11
208-021-651.300	ICE ARENA/OPEN SKATING	8,885.00	8,885.00	10,000.00	10,000.00	10,049.50	4.00	100.50
208-021-651.400	ICE ARENA/HOCKEY RENTALS	507,777.50	507,777.50	460,000.00	400,000.00	352,401.50	0.00	88.10
208-021-651.500	ICE ARENA/BASIC SKILLS	1,020.00	1,020.00	0.00	0.00	0.00	0.00	0.00
208-021-651.600	ICE ARENA/OTHER REVENUES	1,502.74	1,502.74	3,500.00	3,500.00	1,071.53	0.00	30.62
208-021-651.700	GB/RENTAL-MULTI-PURPOSE ROOM	21,657.50	21,657.50	28,000.00	27,040.00	23,473.50	(250.00)	86.81
208-021-651.730	GB/RECREATION SERVICES	(175.68)	(175.68)	4,000.00	4,000.00	919.00	0.00	22.98
208-021-651.740	GB/RENTAL-CARD & MEETING ROOM	3,315.00	3,315.00	6,000.00	6,000.00	4,888.25	487.00	81.47
208-021-651.750	GB/RENTAL-ARTS & CRAFTS ROOM	612.00	612.00	3,000.00	3,000.00	1,347.00	0.00	44.90
208-021-653.300	ADVERTISING INCOME	0.00	0.00	2,000.00	2,000.00	273.46	0.00	13.67
Total Dept 021 - CULTURAL CENTER REVENUES		546,307.06	546,307.06	518,000.00	457,340.00	396,225.74	241.00	86.64
<b>Department: 022 ADMINISTRATIVE CHARGES</b>								
208-022-665.000	INTEREST ON INVESTMENTS	16,114.87	16,114.87	1,000.00	27,000.00	29,928.59	0.00	110.85
208-022-674.101	CONTRIBUTION FROM GENERAL FUND	298,661.00	298,661.00	313,595.00	495,245.00	495,245.04	181,650.00	100.00
208-022-683.000	INSURANCE PROCEEDS	0.00	0.00	0.00	46,200.00	54,911.80	0.00	118.86
208-022-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	139,245.00	22,950.00	0.00	0.00	0.00
Total Dept 022 - ADMINISTRATIVE CHARGES		314,775.87	314,775.87	453,840.00	591,395.00	580,085.43	181,650.00	98.09
<b>Department: 023 PROGRAM FEES &amp; CHARGES</b>								
208-023-651.410	GB/SENIOR PROGRAMS-CLASSES	13,665.50	13,665.50	12,000.00	12,000.00	13,770.50	490.00	114.75
208-023-651.420	GB/SENIORPROGRAMS-OTHER	0.00	0.00	0.00	0.00	(75.00)	0.00	100.00
208-023-653.100	CLASS & SPECIAL EVENTS	38,579.00	38,579.00	40,000.00	55,000.00	57,458.83	51.00	104.47
208-023-654.000	SOCCER REVENUES-REGISTRATIONS	210,302.29	210,302.29	210,000.00	210,000.00	176,189.00	43,604.00	83.90
208-023-654.100	ADULT ATHLETICS	(78.00)	(78.00)	0.00	0.00	0.00	0.00	0.00
208-023-654.150	OVER 60/70 HOCKEY	0.00	0.00	44,000.00	15,000.00	28,382.50	10,537.50	189.22
208-023-654.200	YOUTH ATHLETICS	14,354.00	14,354.00	15,000.00	15,000.00	15,266.00	(145.00)	101.77
208-023-654.300	MIRACLE LEAGUE	13,785.00	13,785.00	10,000.00	12,375.00	12,375.00	0.00	100.00
208-023-654.400	PCHA	4,695.00	4,695.00	0.00	0.00	0.00	0.00	0.00
208-023-655.000	LIQUOR REVENUES	16,712.50	16,712.50	19,000.00	15,500.00	12,440.53	(49.14)	80.26
Total Dept 023 - PROGRAM FEES & CHARGES		312,015.29	312,015.29	350,000.00	334,875.00	315,807.36	54,488.36	94.31
Revenues		1,173,098.22	1,173,098.22	1,321,840.00	1,383,610.00	1,292,118.53	236,379.36	93.39
<b>Account Category: Expenditures</b>								
<b>Department: 261 ADMINISTRATION</b>								
208-261-706.000	SALARY & WAGES/ FULL TIME	305,600.55	305,600.55	333,280.00	333,280.00	317,039.37	12,988.00	95.13
208-261-706.050	SALARY & WAGES/PART TIME	26,512.38	26,512.38	39,465.00	39,465.00	26,586.66	1,069.20	67.37
208-261-706.100	SALARY & WAGES/SICK	9,944.09	9,944.09	14,195.00	14,195.00	3,462.96	199.20	24.40
208-261-706.300	SALARY & WAGES/RETENTION	3,800.00	3,800.00	3,800.00	3,800.00	3,300.00	0.00	86.84
208-261-706.600	SALARY & WAGES/VACATION PAYOFF	22,051.60	22,051.60	12,615.00	21,465.00	21,455.20	0.00	99.95
208-261-707.000	SALARY & WAGES/TEMP-SEASONAL	31,752.60	31,752.60	52,015.00	52,015.00	48,724.90	701.00	93.67
208-261-709.000	SALARY & WAGES/OVERTIME	15,309.52	15,309.52	10,000.00	10,000.00	7,891.20	0.00	78.91
208-261-721.000	FRINGE BENEFITS	148,115.98	148,115.98	185,750.00	185,750.00	167,788.23	6,709.11	90.33
208-261-721.500	POST RETIREMENT BENEFITS	58,558.44	58,558.44	63,460.00	63,460.00	63,459.96	0.00	100.00
208-261-725.000	EMPLOYEE TESTING & LICENSING	0.00	0.00	200.00	200.00	0.00	0.00	0.00
208-261-727.000	OFFICE SUPPLIES	355.52	355.52	1,000.00	1,000.00	0.00	0.00	0.00
208-261-728.000	POSTAGE	124.60	124.60	5,000.00	5,000.00	0.00	0.00	0.00
208-261-740.000	OPERATING SUPPLIES	38,853.32	38,853.32	25,000.00	25,000.00	20,503.06	0.00	63.69



## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 208 RECREATION FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 261 ADMINISTRATION</b>								
208-261-740.500	OPERATING SUPPLIES/ROOM RENTAL	0.00	0.00	500.00	500.00	0.00	0.00	0.00
208-261-740.600	OPERATING SUPPLIES/LINEN	2,819.95	2,819.95	3,500.00	4,000.00	4,269.66	0.00	59.84
208-261-741.000	UNIFORMS	280.97	280.97	1,500.00	1,500.00	1,085.40	0.00	72.36
208-261-801.000	CREDIT CARD FEES	11,677.18	11,677.18	11,000.00	11,000.00	0.00	0.00	0.00
208-261-815.000	ADMINISTRATIVE SERVICES	15,491.16	15,491.16	15,490.00	15,490.00	15,489.96	0.00	100.00
208-261-818.000	CONTRACTUAL SERVICES	44,500.14	44,500.14	30,000.00	31,325.00	33,823.98	76.00	93.86
208-261-850.000	COMMUNICATIONS	6,291.14	6,291.14	10,000.00	10,000.00	7,542.63	394.56	75.43
208-261-860.000	TRANSPORTATION	462.46	462.46	1,000.00	1,000.00	396.75	0.00	39.68
208-261-864.000	CONFERENCES & MEETINGS	950.00	950.00	1,150.00	1,150.00	403.82	0.00	35.11
208-261-900.000	PRINTING & PUBLISHING	415.00	415.00	1,500.00	1,500.00	303.50	0.00	34.44
208-261-920.000	PUBLIC UTILITIES	238,376.35	238,376.35	185,000.00	185,000.00	194,840.78	0.00	105.32
208-261-930.000	REPAIRS & MAINTENANCE	45,509.84	45,509.84	28,000.00	37,700.00	43,700.82	3,309.90	101.18
208-261-937.000	REPAIRS & MAINTENANCE/INSURANCE CLAI	0.00	0.00	0.00	11,600.00	11,501.31	0.00	99.15
208-261-938.000	EQUIPMENT LEASE EXPENSE	1,497.21	1,497.21	4,600.00	4,600.00	1,937.40	0.00	42.12
208-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	14,994.00	14,994.00	22,000.00	22,000.00	8,330.00	0.00	37.86
208-261-956.000	MISCELLANEOUS	75.00	75.00	550.00	550.00	0.00	0.00	0.00
208-261-957.000	TRAINING EXPENSES	467.28	467.28	700.00	885.00	1,476.00	0.00	166.78
208-261-958.000	MEMBERSHIPS & DUES	1,350.00	1,350.00	1,150.00	1,530.00	1,525.00	0.00	99.67
208-261-960.000	INSURANCE & BONDS	62,901.48	62,901.48	57,000.00	57,000.00	57,000.00	0.00	100.00
208-261-965.402	CONTRIBUTION TO REC CAP IMP FUND	3,999.96	3,999.96	4,000.00	4,000.00	3,999.96	0.00	100.00
208-261-965.661	CONTRIBUTION TO EQ FUND	17,352.48	17,352.48	18,930.00	18,930.00	18,930.00	0.00	100.00
Total Dept 261 - ADMINISTRATION		1,130,390.20	1,130,390.20	1,143,350.00	1,175,890.00	1,086,768.51	25,446.97	92.42
<b>Department: 755 LIQUOR</b>								
208-755-740.000	OPERATING SUPPLIES	208.04	208.04	0.00	0.00	0.00	0.00	0.00
Total Dept 755 - LIQUOR		208.04	208.04	0.00	0.00	0.00	0.00	0.00
<b>Department: 757 RECREATION SERVICES</b>								
208-757-707.000	SALARY & WAGES/TEMP-SEASONAL	6,037.50	6,037.50	500.00	1,050.00	995.82	0.00	94.84
208-757-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	0.00	50.00	6.38	0.00	12.76
208-757-721.000	FRINGE BENEFITS	461.87	461.87	50.00	80.00	77.95	0.00	97.44
208-757-740.000	OPERATING SUPPLIES	2,897.27	2,897.27	4,000.00	4,000.00	1,491.35	0.00	(99.40)
208-757-818.000	CONTRACTUAL SERVICES	3,594.00	3,594.00	0.00	0.00	0.00	0.00	0.00
208-757-930.000	REPAIRS & MAINTENANCE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
Total Dept 757 - RECREATION SERVICES		12,990.64	12,990.64	4,650.00	5,280.00	2,571.50	0.00	48.70
<b>Department: 759 YOUTH ATHLETICS</b>								
208-759-707.000	SALARY & WAGES/TEMP-SEASONAL	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
208-759-721.000	FRINGE BENEFITS	0.00	0.00	150.00	150.00	0.00	0.00	0.00
208-759-740.000	OPERATING SUPPLIES	5,291.79	5,291.79	1,500.00	1,500.00	5,222.80	624.80	348.19
208-759-818.000	CONTRACTUAL SERVICES	1,200.00	1,200.00	500.00	500.00	0.00	0.00	0.00
208-759-920.000	PUBLIC UTILITIES	977.83	977.83	350.00	525.00	610.00	0.00	116.19
208-759-930.000	REPAIRS & MAINTENANCE	365.75	365.75	1,500.00	1,500.00	0.00	0.00	0.00
Total Dept 759 - YOUTH ATHLETICS		7,835.37	7,835.37	5,500.00	5,675.00	5,832.80	624.80	102.78
<b>Department: 761 MIRACLE LEAGUE</b>								
208-761-740.000	OPERATING SUPPLIES	202.64	202.64	0.00	0.00	0.00	0.00	0.00
208-761-818.000	CONTRACTUAL SERVICES	25,241.50	25,241.50	10,000.00	12,300.00	12,375.00	0.00	100.61
Total Dept 761 - MIRACLE LEAGUE		25,444.14	25,444.14	10,000.00	12,300.00	12,375.00	0.00	100.61
<b>Department: 763 PCHA -MINI MITMS EXPENDITURES</b>								

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 208 RECREATION FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 763 PCHA -MINI MITES EXPENDITURES</b>								
208-763-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	0.00	100.00	73.64	0.00	73.64
208-763-721.000	FRINGE BENEFITS	0.00	0.00	0.00	50.00	33.13	0.00	66.26
Total Dept 763 - PCHA -MINI MITES EXPENDITURES		0.00	0.00	0.00	150.00	106.77	0.00	71.18
<b>Department: 764 OVER 60/70 HOCKEY</b>								
208-764-740.000	OPERATING SUPPLIES	0.00	0.00	0.00	18,500.00	18,174.00	0.00	98.24
Total Dept 764 - OVER 60/70 HOCKEY		0.00	0.00	0.00	18,500.00	18,174.00	0.00	98.24
<b>Department: 765 MSD SERVICES EXPENDITURES</b>								
208-765-706.000	SALARY & WAGES/ FULL TIME	908.84	908.84	1,640.00	1,640.00	858.10	34.36	52.32
208-765-706.100	SALARY & WAGES/SICK	0.00	0.00	75.00	75.00	0.00	0.00	0.00
208-765-706.300	SALARY & WAGES/RETENTION	0.00	0.00	10.00	10.00	0.00	0.00	0.00
208-765-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	30.00	30.00	0.00	0.00	0.00
208-765-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	65.00	65.00	0.00	0.00	0.00
208-765-707.000	SALARY & WAGES/TEMP-SEASONAL	384.48	384.48	115.00	545.00	616.93	27.06	113.20
208-765-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	0.00	45.00	31.24	0.00	69.42
208-765-721.000	FRINGE BENEFITS	469.23	469.23	1,125.00	1,125.00	582.65	28.58	51.79
208-765-721.500	POST RETIREMENT BENEFITS	743.40	743.40	765.00	765.00	768.00	0.00	100.39
208-765-740.000	OPERATING SUPPLIES	0.00	0.00	500.00	500.00	99.99	0.00	20.00
208-765-818.000	CONTRACTUAL SERVICES	525.72	525.72	1,600.00	1,600.00	541.48	0.00	33.84
208-765-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 765 - MSD SERVICES EXPENDITURES		3,031.67	3,031.67	6,925.00	7,400.00	3,498.39	90.00	47.28
<b>Department: 766 SOCCER</b>								
208-766-707.000	SALARY & WAGES/TEMP-SEASONAL	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
208-766-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	50.00	50.00	0.00	0.00	0.00
208-766-721.000	FRINGE BENEFITS	0.00	0.00	85.00	85.00	0.00	0.00	0.00
208-766-740.000	OPERATING SUPPLIES	75,289.95	75,289.95	65,000.00	65,000.00	68,764.63	0.00	103.87
208-766-818.000	CONTRACTUAL SERVICES	67,106.99	67,106.99	52,000.00	52,000.00	50,843.76	1,429.06	92.24
208-766-864.000	CONFERENCES & MEETINGS	0.00	0.00	600.00	600.00	0.00	0.00	0.00
208-766-930.000	REPAIRS & MAINTENANCE	2,136.00	2,136.00	2,000.00	2,000.00	1,536.30	0.00	(17.69)
Total Dept 766 - SOCCER		144,532.94	144,532.94	120,735.00	120,735.00	121,144.69	1,429.06	100.34
<b>Department: 768 LIQUOR</b>								
208-768-740.000	OPERATING SUPPLIES	1,978.16	1,978.16	540.00	540.00	110.62	0.00	20.49
208-768-740.300	OPERATING SUPPLIES/LIQUOR	2,956.53	2,956.53	9,000.00	9,000.00	5,444.04	0.00	60.49
208-768-818.000	CONTRACTUAL SERVICES	0.00	0.00	1,000.00	1,000.00	0.00	0.00	27.00
Total Dept 768 - LIQUOR		4,934.69	4,934.69	10,540.00	10,540.00	5,554.66	0.00	52.70
<b>Department: 771 CLASSES &amp; SPECIAL EVENTS</b>								
208-771-707.000	SALARY & WAGES/TEMP-SEASONAL	0.00	0.00	200.00	200.00	0.00	0.00	0.00
208-771-710.000	SALARY & WAGES/CONTRACTUAL	0.00	0.00	200.00	200.00	0.00	0.00	0.00
208-771-721.000	FRINGE BENEFITS	0.00	0.00	20.00	20.00	0.00	0.00	0.00
208-771-740.000	OPERATING SUPPLIES	3,567.59	3,567.59	5,000.00	9,000.00	17,341.19	0.00	192.68
208-771-818.000	CONTRACTUAL SERVICES	0.00	0.00	8,500.00	11,500.00	13,072.50	0.00	113.67
208-771-882.000	PROGRAM ADVERTISING	0.00	0.00	200.00	200.00	0.00	0.00	0.00
Total Dept 771 - CLASSES & SPECIAL EVENTS		3,567.59	3,567.59	14,120.00	21,120.00	30,413.69	0.00	144.00
<b>Department: 772 THERAPEUTIC PROGRAM</b>								
208-772-818.000	CONTRACTUAL SERVICES	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 772 - THERAPEUTIC PROGRAM		0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00

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<b>Fund: 208 RECREATION FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 774 SENIOR PROGRAMS - CLASSES</b>								
208-774-707.000	SALARY & WAGES/TEMP-SEASONAL	3,251.59	3,251.59	4,000.00	4,000.00	3,430.51	117.14	85.76
208-774-721.000	FRINGE BENEFITS	320.37	320.37	320.00	320.00	337.99	11.53	105.62
208-774-740.000	OPERATING SUPPLIES	0.00	0.00	500.00	500.00	0.00	0.00	0.00
208-774-818.000	CONTRACTUAL SERVICES	0.00	0.00	200.00	200.00	0.00	0.00	0.00
Total Dept 774 - SENIOR PROGRAMS - CLASSES		3,571.96	3,571.96	5,020.00	5,020.00	3,768.50	128.67	75.07
Expenditures		1,336,507.24	1,336,507.24	1,321,840.00	1,383,610.00	1,290,208.51	27,719.50	93.25
<b>Fund 208 - RECREATION FUND:</b>								
TOTAL REVENUES		1,173,098.22	1,173,098.22	1,321,840.00	1,383,610.00	1,292,118.53	236,379.36	93.39
TOTAL EXPENDITURES		1,336,507.24	1,336,507.24	1,321,840.00	1,383,610.00	1,290,208.51	27,719.50	93.25
NET OF REVENUES & EXPENDITURES:		(163,409.02)	(163,409.02)	0.00	0.00	1,910.02	208,659.86	
BEG. FUND BALANCE		186,359.65	186,359.65	22,950.63	22,950.63	22,950.63		
END FUND BALANCE		22,950.63	22,950.63	22,950.63	22,950.63	24,860.65		

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<b>Fund: 226 WASTE AND RECYCLING FUND</b>								
<b>Account Category: Revenues</b>								
<b>Department: 000 GENERAL REVENUES</b>								
226-000-402.000	CURRENT PROPERTY TAX/REAL	1,207,241.74	1,207,241.74	1,251,400.00	1,251,400.00	1,252,241.74	0.00	100.07
226-000-408.000	PRIOR YEAR TAX REFUNDS	0.00	0.00	(3,750.00)	(3,750.00)	0.00	0.00	0.00
226-000-445.000	PENALTIES & INTEREST	4,104.45	4,104.45	10,010.00	10,010.00	1,495.78	0.00	14.94
226-000-507.000	OTHER GRANTS	0.00	0.00	0.00	11,000.00	11,000.00	0.00	100.00
226-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	80,546.59	80,546.59	18,800.00	30,800.00	87,456.45	57,079.76	283.95
226-000-617.000	TRANSFER STATION	10,825.00	10,825.00	6,500.00	9,100.00	11,801.35	1,392.35	129.69
226-000-618.000	RECYCLE BINS	0.00	0.00	500.00	500.00	0.00	0.00	0.00
226-000-635.000	SOLID WASTE DISPOSAL FEES	398,371.11	398,371.11	405,000.00	410,000.00	378,780.05	0.00	92.39
226-000-635.500	SOLID WASTE OPT-IN FEES	0.00	0.00	250.00	250.00	0.00	0.00	0.00
226-000-635.900	SOLID WASTE PENALTIES & INT	6,316.25	6,316.25	9,800.00	9,800.00	7,990.54	(4.73)	81.54
226-000-636.000	BAG/TAG SALES	3,339.00	3,339.00	5,000.00	5,000.00	2,765.00	330.00	55.30
226-000-637.000	SPECIAL REFUSE	5,062.00	5,062.00	5,000.00	5,000.00	5,139.00	110.00	102.78
226-000-665.000	INTEREST ON INVESTMENTS	20,255.50	20,255.50	6,550.00	11,550.00	13,431.06	0.00	116.29
226-000-680.000	OTHER INCOME	128.00	128.00	2,000.00	2,000.00	0.00	0.00	0.00
226-000-680.100	MISC/TREES	1,225.00	1,225.00	0.00	0.00	25.00	0.00	100.00
226-000-680.226	TREE ORDINANCE - REPLACEMENT	3,700.00	3,700.00	0.00	3,975.00	3,975.00	0.00	100.00
226-000-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	156,138.00	350,919.00	0.00	0.00	0.00
Total Dept 000 - GENERAL REVENUES		1,741,114.64	1,741,114.64	1,873,198.00	2,107,554.00	1,776,100.97	58,907.38	84.27
Revenues		1,741,114.64	1,741,114.64	1,873,198.00	2,107,554.00	1,776,100.97	58,907.38	84.27
<b>Account Category: Expenditures</b>								
<b>Department: 521 RECYCLING</b>								
226-521-706.000	SALARY & WAGES/ FULL TIME	201,778.15	201,778.15	166,775.00	226,775.00	256,061.24	11,040.67	112.91
226-521-706.050	SALARY & WAGES/PART TIME	0.00	0.00	29,215.00	17,215.00	0.00	0.00	0.00
226-521-706.100	SALARY & WAGES/SICK	6,005.82	6,005.82	6,840.00	6,840.00	1,204.37	0.00	17.61
226-521-706.150	SALARY & WAGES/IN-LIEU HEALTH	0.00	0.00	650.00	650.00	0.00	0.00	0.00
226-521-706.300	SALARY & WAGES/RETENTION	1,002.51	1,002.51	1,735.00	1,735.00	1,226.06	0.00	70.67
226-521-706.350	SALARY & WAGES/PAGER PAY	837.49	837.49	2,220.00	2,220.00	862.49	0.00	38.85
226-521-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	350.00	350.00	0.00	0.00	0.00
226-521-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	6,415.00	6,415.00	0.00	0.00	0.00
226-521-707.000	SALARY & WAGES/TEMP-SEASONAL	17,932.50	17,932.50	5,735.00	25,035.00	28,693.24	1,254.89	114.61
226-521-709.000	SALARY & WAGES/OVERTIME	24,579.14	24,579.14	18,790.00	62,790.00	66,159.63	1,736.92	105.37
226-521-721.000	FRINGE BENEFITS	95,424.33	95,424.33	99,510.00	120,810.00	139,042.43	6,190.88	115.09
226-521-721.500	POST RETIREMENT BENEFITS	59,690.76	59,690.76	62,735.00	62,735.00	62,736.96	0.00	100.00
226-521-725.500	MEAL ALLOWANCE	343.00	343.00	500.00	1,375.00	1,402.00	0.00	101.96
226-521-728.000	POSTAGE	2,958.00	2,958.00	2,500.00	3,650.00	3,391.86	0.00	92.93
226-521-740.000	OPERATING SUPPLIES	42,736.22	42,736.22	40,000.00	25,000.00	15,855.04	0.00	62.14
226-521-740.801	OPERATING SUPPLIES/BAGS-OTHER	0.00	0.00	3,000.00	3,000.00	0.00	0.00	0.00
226-521-815.000	ADMINISTRATIVE SERVICES	185,000.04	185,000.04	196,267.00	196,267.00	196,266.96	0.00	100.00
226-521-818.000	CONTRACTUAL SERVICES	153,146.79	153,146.79	144,000.00	270,000.00	274,740.40	1,912.50	102.65
226-521-818.801	CONT SRVC/RESIDENTS	519,377.92	519,377.92	521,000.00	521,000.00	459,644.34	0.00	88.88
226-521-818.802	CONT SRVC/RECYCLING	132,026.94	132,026.94	139,000.00	139,000.00	101,966.72	0.00	74.98
226-521-818.803	CONT SRVC/LEAF COLLECTION	67,082.80	67,082.80	60,000.00	60,000.00	57,387.20	0.00	95.65
226-521-818.804	CONT SRVC/TRANSFER STATION	22,942.57	22,942.57	30,000.00	30,000.00	15,623.71	0.00	52.08
226-521-818.805	CONT SRVC/HAZARDOUS WASTE	29,367.30	29,367.30	13,000.00	18,000.00	17,858.20	0.00	133.95
226-521-850.000	COMMUNICATIONS	2,653.40	2,653.40	5,000.00	5,000.00	3,211.75	161.34	64.24
226-521-900.000	PRINTING & PUBLISHING	3,091.00	3,091.00	4,000.00	4,000.00	3,067.00	0.00	76.68
226-521-940.000	EQUIPMENT RENTAL - FORCE ACCT	188,678.43	188,678.43	165,000.00	165,000.00	0.00	0.00	0.00
226-521-940.100	EQUIPMENT RENTAL / SUPPLEMENTAL	115,518.00	115,518.00	115,517.00	115,517.00	105,891.50	0.00	91.67



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GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdgt Used
<b>Fund: 226 WASTE AND RECYCLING FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 521 RECYCLING</b>								
226-521-957.000	TRAINING EXPENSES	4,556.30	4,556.30	1,000.00	1,000.00	895.00	0.00	89.50
226-521-960.000	INSURANCE & BONDS	6,400.44	6,400.44	6,175.00	6,175.00	6,174.96	0.00	100.00
226-521-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	16,269.00	0.00	0.00	0.00	0.00
226-521-977.000	CAP OUTLAY/EQUIPMENT	18,282.12	18,282.12	10,000.00	10,000.00	369,417.99	0.00	4,432.61
Total Dept 521 - RECYCLING		1,901,411.97	1,901,411.97	1,873,198.00	2,107,554.00	2,188,781.05	22,297.20	103.85
Expenditures		1,901,411.97	1,901,411.97	1,873,198.00	2,107,554.00	2,188,781.05	22,297.20	103.85
<b>Fund 226 - WASTE AND RECYCLING FUND:</b>								
TOTAL REVENUES		1,741,114.64	1,741,114.64	1,873,198.00	2,107,554.00	1,776,100.97	58,907.38	84.27
TOTAL EXPENDITURES		1,901,411.97	1,901,411.97	1,873,198.00	2,107,554.00	2,188,781.05	22,297.20	103.85
NET OF REVENUES & EXPENDITURES:		(160,297.33)	(160,297.33)	0.00	0.00	(412,680.08)	36,610.18	
BEG. FUND BALANCE		1,334,583.18	1,334,583.18	1,174,285.85	1,174,285.85	1,174,285.85		
END FUND BALANCE		1,174,285.85	1,174,285.85	1,174,285.85	1,174,285.85	761,605.77		

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GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 248 DOWNTOWN DEV AUTH/OPERATING FD</b>								
<b>Account Category: Revenues</b>								
<b>Department: 000 GENERAL REVENUES</b>								
248-000-402.000	CURRENT PROPERTY TAX/REAL	1,210,022.10	1,210,022.10	1,252,400.00	1,252,400.00	1,301,771.47	0.00	103.94
248-000-405.000	TAXES RECOVERED BY COUNTY	0.00	0.00	(3,000.00)	(3,000.00)	0.00	0.00	0.00
248-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	21,726.73	21,726.73	7,500.00	8,250.00	17,655.52	9,425.22	214.01
248-000-619.000	BENCH SALE REVENUES	12,725.00	12,725.00	0.00	12,500.00	12,500.00	0.00	100.00
248-000-620.000	CONCERT REVENUES	14,466.00	14,466.00	80,000.00	80,000.00	166,134.00	0.00	207.67
248-000-665.000	INTEREST ON INVESTMENTS	37,806.56	37,806.56	50.00	25,050.00	24,742.40	0.00	98.77
248-000-674.095	CONTRIBUTIONS FOR LIGHT DECORATIONS	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
248-000-679.000	ADVERTISING REVENUE	2,110.00	2,110.00	0.00	2,130.00	2,130.00	0.00	100.00
248-000-680.000	OTHER INCOME	450.00	450.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL REVENUES		1,299,306.39	1,299,306.39	1,338,450.00	1,378,830.00	1,524,933.39	9,425.22	110.60
Revenues		1,299,306.39	1,299,306.39	1,338,450.00	1,378,830.00	1,524,933.39	9,425.22	110.60
<b>Account Category: Expenditures</b>								
<b>Department: 261 ADMINISTRATION</b>								
248-261-706.000	SALARY & WAGES/ FULL TIME	98,563.00	98,563.00	101,795.00	101,795.00	112,025.29	4,225.13	110.05
248-261-706.050	SALARY & WAGES/PART TIME	22,163.00	22,163.00	30,090.00	42,035.00	42,559.95	2,294.25	101.25
248-261-706.100	SALARY & WAGES/SICK	260.60	260.60	4,825.00	4,825.00	3,838.27	0.00	79.55
248-261-706.300	SALARY & WAGES/RETENTION	450.00	450.00	675.00	750.00	750.00	0.00	100.00
248-261-706.600	SALARY & WAGES/VACATION PAYOFF	1,625.40	1,625.40	2,140.00	2,140.00	913.31	0.00	42.68
248-261-707.000	SALARY & WAGES/TEMP-SEASONAL	2,869.85	2,869.85	3,365.00	9,615.00	8,279.95	300.00	86.11
248-261-709.000	SALARY & WAGES/OVERTIME	797.51	797.51	4,000.00	4,000.00	1,480.10	0.00	37.00
248-261-721.000	FRINGE BENEFITS	52,188.02	52,188.02	58,960.00	58,960.00	61,780.20	2,576.69	104.78
248-261-721.500	POST RETIREMENT BENEFITS	24,654.48	24,654.48	24,560.00	24,560.00	24,883.32	0.00	101.32
248-261-727.000	OFFICE SUPPLIES	410.49	410.49	500.00	500.00	189.71	0.00	37.94
248-261-728.000	POSTAGE	0.00	0.00	200.00	200.00	0.00	0.00	0.00
248-261-740.000	OPERATING SUPPLIES	1,733.75	1,733.75	2,000.00	2,000.00	928.20	0.00	46.41
248-261-815.000	ADMINISTRATIVE SERVICES	65,199.96	65,199.96	69,220.00	69,220.00	69,219.96	0.00	100.00
248-261-818.000	CONTRACTUAL SERVICES	14,038.95	14,038.95	17,000.00	17,000.00	15,565.48	0.00	87.44
248-261-850.000	COMMUNICATIONS	3,628.51	3,628.51	4,500.00	4,500.00	3,564.30	197.48	59.21
248-261-860.000	TRANSPORTATION	612.05	612.05	1,000.00	1,000.00	338.64	0.00	33.86
248-261-864.000	CONFERENCES & MEETINGS	1,087.11	1,087.11	2,250.00	2,250.00	949.67	0.00	42.21
248-261-880.000	PUBLIC RELATIONS EXPENSE	106.27	106.27	300.00	300.00	53.00	0.00	17.67
248-261-900.000	PRINTING & PUBLISHING	154.74	154.74	300.00	300.00	316.50	0.00	105.50
248-261-920.000	PUBLIC UTILITIES	2,556.85	2,556.85	2,750.00	2,750.00	2,557.32	63.00	89.18
248-261-925.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	100.00	100.00	0.00	0.00	0.00
248-261-930.000	REPAIRS & MAINTENANCE	1,479.00	1,479.00	2,000.00	2,000.00	426.09	0.00	21.30
248-261-938.000	EQUIPMENT LEASE EXPENSE	145.26	145.26	1,200.00	1,200.00	0.00	0.00	0.00
248-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	500.00	500.00	500.00	65,500.00	250.00	0.00	0.38
248-261-942.000	OFFICE RENT	20,855.00	20,855.00	22,500.00	22,500.00	21,110.00	1,732.00	73.38
248-261-957.000	TRAINING EXPENSES	816.60	816.60	1,000.00	1,000.00	441.83	0.00	44.18
248-261-958.000	MEMBERSHIPS & DUES	730.00	730.00	2,000.00	2,000.00	515.00	0.00	25.75
248-261-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	121,975.00	14,875.00	0.00	0.00	0.00
Total Dept 261 - ADMINISTRATION		317,626.40	317,626.40	481,705.00	457,875.00	372,936.09	11,388.55	81.45
<b>Department: 301 POLICE DEPARTMENT</b>								
248-301-706.000	SALARY & WAGES/ FULL TIME	22,356.93	22,356.93	22,745.00	22,770.00	22,774.52	881.59	100.02
248-301-706.100	SALARY & WAGES/SICK	638.51	638.51	0.00	0.00	0.00	0.00	0.00
248-301-706.200	SALARY & WAGES/HOLIDAY PAY	958.57	958.57	1,000.00	1,000.00	992.41	0.00	99.24
248-301-706.300	SALARY & WAGES/RETENTION	100.00	100.00	100.00	100.00	112.50	0.00	112.50

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<b>Fund: 248 DOWNTOWN DEV AUTH/OPERATING FD</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 301 POLICE DEPARTMENT</b>								
248-301-706.400	SALARY & WAGES/UNIFORM ALLOW	293.10	293.10	215.00	215.00	132.90	0.00	61.81
248-301-709.000	SALARY & WAGES/OVERTIME	470.46	470.46	1,225.00	1,225.00	756.29	0.00	61.74
248-301-721.000	FRINGE BENEFITS	10,798.35	10,798.35	11,625.00	11,625.00	10,982.64	457.77	94.47
248-301-725.500	MEAL ALLOWANCE	7.50	7.50	0.00	25.00	15.02	0.00	60.08
Total Dept 301 - POLICE DEPARTMENT		35,623.42	35,623.42	36,910.00	36,960.00	35,766.28	1,339.36	96.77
<b>Department: 450 INFRASTRUCTURE MAINTENANCE</b>								
248-450-707.000	SALARY & WAGES/TEMP-SEASONAL	4,335.82	4,335.82	4,060.00	4,060.00	0.00	0.00	0.00
248-450-709.000	SALARY & WAGES/OVERTIME	513.36	513.36	350.00	350.00	0.00	0.00	0.00
248-450-721.000	FRINGE BENEFITS	370.97	370.97	325.00	325.00	0.00	0.00	0.00
248-450-740.000	OPERATING SUPPLIES	0.00	0.00	100.00	100.00	0.00	0.00	600.00
248-450-815.000	ADMINISTRATIVE SERVICES	142,779.96	142,779.96	151,470.00	151,470.00	151,470.00	0.00	100.00
248-450-818.000	CONTRACTUAL SERVICES	50,711.53	50,711.53	82,000.00	82,000.00	43,914.97	0.00	53.55
248-450-931.000	REPAIRS & MAINT/SUMMER	26,110.00	26,110.00	20,000.00	20,000.00	9,075.00	0.00	45.38
248-450-932.000	REPAIRS & MAINT/WINTER	36,019.82	36,019.82	45,000.00	45,000.00	40,350.00	0.00	89.67
248-450-933.000	HOLIDAY LIGHTS MAINTENANCE	17,280.00	17,280.00	25,000.00	9,500.00	9,500.00	0.00	100.00
Total Dept 450 - INFRASTRUCTURE MAINTENANCE		278,121.46	278,121.46	328,305.00	312,805.00	254,309.97	0.00	81.30
<b>Department: 529 PARKING</b>								
248-529-815.000	ADMINISTRATIVE SERVICES	41,120.04	41,120.04	43,620.00	43,620.00	44,069.00	0.00	101.03
248-529-818.000	CONTRACTUAL SERVICES	3,592.00	3,592.00	13,400.00	13,400.00	449.00	0.00	3.35
248-529-850.000	COMMUNICATIONS	0.00	0.00	0.00	0.00	77.41	0.00	100.00
Total Dept 529 - PARKING		44,712.04	44,712.04	57,020.00	57,020.00	44,595.41	0.00	78.21
<b>Department: 531 SAXTON PARKING FACILITY</b>								
248-531-920.000	PUBLIC UTILITIES	3,409.03	3,409.03	0.00	9,660.00	8,082.47	0.00	83.67
Total Dept 531 - SAXTON PARKING FACILITY		3,409.03	3,409.03	0.00	9,660.00	8,082.47	0.00	83.67
<b>Department: 811 MARKETING</b>								
248-811-727.000	OFFICE SUPPLIES	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
248-811-728.000	POSTAGE	0.00	0.00	200.00	200.00	0.00	0.00	0.00
248-811-740.000	OPERATING SUPPLIES	1,034.00	1,034.00	2,000.00	2,000.00	386.99	0.00	19.35
248-811-794.000	CONCERT EXPENSES	83,334.43	83,334.43	90,000.00	90,000.00	78,276.54	550.00	86.97
248-811-818.000	CONTRACTUAL SERVICES	15,551.68	15,551.68	25,000.00	25,000.00	13,039.76	0.00	53.76
248-811-900.000	PRINTING & PUBLISHING	3,403.24	3,403.24	7,000.00	7,000.00	4,552.87	0.00	77.68
Total Dept 811 - MARKETING		103,323.35	103,323.35	125,200.00	125,200.00	96,256.16	550.00	76.88
<b>Department: 965 CONTRIBUTIONS</b>								
248-965-965.315	CONTRIB TO 2015 LTGO CAP IMPDEBT FD	217,300.00	217,300.00	209,310.00	209,310.00	209,310.00	0.00	100.00
248-965-965.405	CONTRIBUTION TO DDA/CAP IMP FD	300,000.00	300,000.00	100,000.00	170,000.00	99,999.96	0.00	58.82
Total Dept 965 - CONTRIBUTIONS		517,300.00	517,300.00	309,310.00	379,310.00	309,309.96	0.00	81.55
Expenditures		1,300,115.70	1,300,115.70	1,338,450.00	1,378,830.00	1,121,256.34	13,277.91	81.32
<b>Fund 248 - DOWNTOWN DEV AUTH/OPERATING FD:</b>								
TOTAL REVENUES		1,299,306.39	1,299,306.39	1,338,450.00	1,378,830.00	1,524,933.39	9,425.22	110.60
TOTAL EXPENDITURES		1,300,115.70	1,300,115.70	1,338,450.00	1,378,830.00	1,121,256.34	13,277.91	81.32
NET OF REVENUES & EXPENDITURES:		(809.31)	(809.31)	0.00	0.00	403,677.05	(3,852.69)	
BEG. FUND BALANCE		668,413.20	668,413.20	667,603.89	667,603.89	667,603.89		
END FUND BALANCE		667,603.89	667,603.89	667,603.89	667,603.89	1,071,280.94		

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<b>Fund: 249 BUILDING FUND</b>								
<b>Account Category: Revenues</b>								
<b>Department: 000 GENERAL REVENUES</b>								
249-000-478.000	PERMITS/BUILDING	400,335.42	400,335.42	475,000.00	430,000.00	426,859.00	10,535.00	99.27
249-000-479.000	PERMITS/ELECTRICAL	51,651.00	51,651.00	65,000.00	65,000.00	62,675.00	3,720.00	96.42
249-000-480.000	PERMITS/MECHANICAL	54,111.00	54,111.00	54,000.00	54,000.00	46,868.00	3,140.00	86.79
249-000-481.000	PERMITS/PLUMBING	26,910.00	26,910.00	40,000.00	40,000.00	36,720.00	1,105.00	91.80
249-000-481.500	SITE PLAN COMPLIANCE-ADMIN REVIEWS	0.00	0.00	2,500.00	2,500.00	0.00	0.00	0.00
249-000-482.000	SIDEWALK CAFE PERMITS	12,026.00	12,026.00	10,500.00	13,950.00	22,468.06	19,475.06	161.06
249-000-483.000	PERMITS/VALET PARKING	0.00	0.00	0.00	600.00	600.00	0.00	100.00
249-000-485.000	HOUSING INSPECTION FEES	0.00	0.00	10,000.00	10,000.00	0.00	0.00	0.00
249-000-486.000	SITE PLAN REVIEW FEES	16,025.00	16,025.00	9,350.00	24,970.00	21,525.00	0.00	86.20
249-000-487.000	ZONING BOARD FILING FEES	6,250.00	6,250.00	4,000.00	7,000.00	4,650.00	0.00	66.43
249-000-488.000	MEETING REVIEW FEES	1,750.00	1,750.00	3,000.00	3,000.00	2,020.00	0.00	67.33
249-000-491.000	REGISTRATIONS/ELECTRICAL	1,580.00	1,580.00	1,500.00	1,500.00	320.00	0.00	21.33
249-000-492.000	REGISTRATIONS /MECHANICAL	990.00	990.00	1,250.00	1,250.00	240.00	0.00	19.20
249-000-493.000	REGISTRATIONS/PLUMBING	405.00	405.00	1,000.00	1,000.00	225.00	15.00	22.50
249-000-494.000	REGISTRATIONS/BUILDING	2,625.00	2,625.00	2,750.00	2,750.00	3,125.00	180.00	113.64
249-000-503.000	LOT SPLIT FEES	0.00	0.00	1,000.00	1,000.00	1,350.00	0.00	135.00
249-000-626.750	W/S TAP ADMINISTRATION FEE	7,464.00	7,464.00	40,000.00	40,000.00	0.00	0.00	0.00
249-000-657.000	ORDINANCE VIOLATIONS/CITATIONS	1,415.00	1,415.00	2,000.00	22,000.00	20,123.60	900.00	91.47
249-000-665.000	INTEREST ON INVESTMENTS	11,626.97	11,626.97	3,500.00	8,500.00	8,370.77	0.00	98.48
249-000-674.101	CONTRIBUTION FROM GENERAL FUND	80,000.00	80,000.00	0.00	75,500.00	75,500.00	75,500.00	100.00
249-000-680.000	OTHER INCOME	150.00	150.00	0.00	3,600.00	3,639.25	90.00	101.09
249-000-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	2,860.00	1,155.00	0.00	0.00	0.00
Total Dept 000 - GENERAL REVENUES		675,314.39	675,314.39	729,210.00	809,275.00	737,278.68	114,660.06	91.10
Revenues		675,314.39	675,314.39	729,210.00	809,275.00	737,278.68	114,660.06	91.10
<b>Account Category: Expenditures</b>								
<b>Department: 371 ENGINEERING/INSPECTIONS</b>								
249-371-706.000	SALARY & WAGES/ FULL TIME	209,982.31	209,982.31	247,745.00	247,745.00	218,134.68	8,158.87	88.05
249-371-706.050	SALARY & WAGES/PART TIME	21,748.16	21,748.16	27,010.00	47,200.00	40,078.47	1,878.64	84.91
249-371-706.100	SALARY & WAGES/SICK	3,770.88	3,770.88	11,155.00	11,155.00	0.00	0.00	0.00
249-371-706.300	SALARY & WAGES/RETENTION	2,400.00	2,400.00	2,845.00	2,845.00	2,650.00	0.00	93.15
249-371-706.600	SALARY & WAGES/VACATION PAYOFF	4,876.20	4,876.20	3,900.00	3,900.00	1,682.39	0.00	43.14
249-371-707.000	SALARY & WAGES/TEMP-SEASONAL	44,112.32	44,112.32	40,000.00	40,000.00	34,570.36	334.75	86.43
249-371-721.000	FRINGE BENEFITS	82,207.72	82,207.72	139,145.00	139,145.00	96,907.64	3,708.32	69.65
249-371-721.500	POST RETIREMENT BENEFITS	47,249.52	47,249.52	50,100.00	50,100.00	50,090.04	0.00	99.98
249-371-727.000	OFFICE SUPPLIES	409.13	409.13	0.00	200.00	152.99	0.00	76.50
249-371-728.000	POSTAGE	230.22	230.22	100.00	100.00	0.00	0.00	0.00
249-371-740.000	OPERATING SUPPLIES	1,478.49	1,478.49	1,250.00	1,500.00	1,696.67	0.00	116.20
249-371-815.000	ADMINISTRATIVE SERVICES	47,000.04	47,000.04	49,860.00	49,860.00	49,860.00	0.00	100.00
249-371-818.000	CONTRACTUAL SERVICES	181,724.06	181,724.06	145,000.00	145,000.00	148,397.12	0.00	92.85
249-371-818.391	CONT SVCS/PROP MAINT-609 HERALD	0.00	0.00	0.00	4,375.00	4,349.42	0.00	99.42
249-371-818.430	CONT SVCS/SNOW REMOVAL	0.00	0.00	500.00	500.00	0.00	0.00	0.00
249-371-818.435	CONT SVCS/WEED MOWING	965.00	965.00	500.00	15,825.00	16,835.36	550.00	106.38
249-371-818.449	CONT SVCS/ZONING	5,940.00	5,940.00	0.00	36,275.00	29,080.00	0.00	68.69
249-371-850.000	COMMUNICATIONS	7,432.06	7,432.06	2,700.00	3,000.00	3,317.65	70.96	110.59
249-371-860.000	TRANSPORTATION	808.62	808.62	500.00	550.00	587.86	0.00	106.88
249-371-864.000	CONFERENCES & MEETINGS	1,787.28	1,787.28	2,150.00	3,800.00	3,790.30	0.00	99.74
249-371-900.000	PRINTING & PUBLISHING	2,808.10	2,808.10	1,250.00	1,500.00	1,495.00	0.00	121.59
249-371-930.000	REPAIRS & MAINTENANCE	0.00	0.00	500.00	500.00	310.00	0.00	62.00



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GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdgt Used
<b>Fund: 249 BUILDING FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 371 ENGINEERING/INSPECTIONS</b>								
249-371-938.000	EQUIPMENT LEASE EXPENSE	1,487.86	1,487.86	1,500.00	1,700.00	1,775.22	0.00	104.42
249-371-940.000	EQUIPMENT RENTAL - FORCE ACCT	4,500.00	4,500.00	0.00	1,000.00	2,500.00	0.00	250.00
249-371-957.000	TRAINING EXPENSES	674.00	674.00	500.00	500.00	0.00	0.00	0.00
249-371-958.000	MEMBERSHIPS & DUES	564.00	564.00	1,000.00	1,000.00	745.00	0.00	74.50
Total Dept 371 - ENGINEERING/INSPECTIONS		674,155.97	674,155.97	729,210.00	809,275.00	709,006.17	14,701.54	87.61
Expenditures		674,155.97	674,155.97	729,210.00	809,275.00	709,006.17	14,701.54	87.61
<b>Fund 249 - BUILDING FUND:</b>								
TOTAL REVENUES		675,314.39	675,314.39	729,210.00	809,275.00	737,278.68	114,660.06	91.10
TOTAL EXPENDITURES		674,155.97	674,155.97	729,210.00	809,275.00	709,006.17	14,701.54	87.61
NET OF REVENUES & EXPENDITURES:		1,158.42	1,158.42	0.00	0.00	28,272.51	99,958.52	
BEG. FUND BALANCE		0.00	0.00	1,158.42	1,158.42	1,158.42		
END FUND BALANCE		1,158.42	1,158.42	1,158.42	1,158.42	29,430.93		

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

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GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdgt Used
<b>Fund: 252 NEIGHBORHOOD SERVICES FUND</b>								
<b>Account Category: Revenues</b>								
<b>Department: 000 GENERAL REVENUES</b>								
252-000-508.000	OTHER GRANTS - SMART FUNDS	0.00	0.00	8,960.00	8,960.00	0.00	0.00	0.00
252-000-522.000	FEDERAL GRANTS - CDBG	20,000.00	20,000.00	0.00	0.00	0.00	0.00	0.00
252-000-665.000	INTEREST ON INVESTMENTS	258.46	258.46	30.00	30.00	120.06	0.00	400.20
252-000-674.101	CONTRIBUTION FROM GENERAL FUND	73,010.04	73,010.04	73,010.00	73,010.00	73,010.04	0.00	100.00
252-000-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	7,050.00	7,050.00	0.00	0.00	0.00
Total Dept 000 - GENERAL REVENUES		93,268.50	93,268.50	89,050.00	89,050.00	73,130.10	0.00	82.12
Revenues		93,268.50	93,268.50	89,050.00	89,050.00	73,130.10	0.00	82.12
<b>Account Category: Expenditures</b>								
<b>Department: 261 ADMINISTRATION</b>								
252-261-818.000	CONTRACTUAL SERVICES	0.00	0.00	500.00	500.00	0.00	0.00	0.00
Total Dept 261 - ADMINISTRATION		0.00	0.00	500.00	500.00	0.00	0.00	0.00
<b>Department: 488 OLD VILLAGE COMMUNITY CENTER</b>								
252-488-920.000	PUBLIC UTILITIES	2,358.66	2,358.66	2,000.00	2,000.00	2,686.08	0.00	134.30
Total Dept 488 - OLD VILLAGE COMMUNITY CENTER		2,358.66	2,358.66	2,000.00	2,000.00	2,686.08	0.00	134.30
<b>Department: 703 SENIOR TRANSPORTATION</b>								
252-703-727.000	OFFICE SUPPLIES	0.00	0.00	50.00	50.00	0.00	0.00	0.00
252-703-728.000	POSTAGE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
252-703-740.000	OPERATING SUPPLIES	0.00	0.00	200.00	200.00	0.00	0.00	0.00
252-703-850.000	COMMUNICATIONS	467.44	467.44	1,200.00	1,200.00	510.71	42.57	42.56
252-703-965.800	CONTRIBUTION TO OTHER AGENCIES	86,158.20	86,158.20	85,000.00	85,000.00	76,962.14	0.00	90.54
Total Dept 703 - SENIOR TRANSPORTATION		86,625.64	86,625.64	86,550.00	86,550.00	77,472.85	42.57	89.51
Expenditures		88,984.30	88,984.30	89,050.00	89,050.00	80,158.93	42.57	90.02
<b>Fund 252 - NEIGHBORHOOD SERVICES FUND:</b>								
TOTAL REVENUES		93,268.50	93,268.50	89,050.00	89,050.00	73,130.10	0.00	82.12
TOTAL EXPENDITURES		88,984.30	88,984.30	89,050.00	89,050.00	80,158.93	42.57	90.02
NET OF REVENUES & EXPENDITURES:		4,284.20	4,284.20	0.00	0.00	(7,028.83)	(42.57)	
BEG. FUND BALANCE		66,320.44	66,320.44	70,604.64	70,604.64	70,604.64		
END FUND BALANCE		70,604.64	70,604.64	70,604.64	70,604.64	63,575.81		

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GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 592 WATER SEWER FUND</b>								
<b>Account Category: Revenues</b>								
<b>Department: 000 GENERAL REVENUES</b>								
592-000-531.000	STATE/FEDERAL GRANTS	50,000.00	50,000.00	0.00	97,500.00	97,228.30	0.00	99.72
592-000-626.000	METERED SALES	2,192,676.38	2,192,676.38	2,185,450.00	2,185,450.00	2,198,470.47	0.00	100.60
592-000-626.100	FIRE PROTECTION/STANDY-BY	0.00	0.00	200.00	200.00	0.00	0.00	0.00
592-000-626.200	MISC/TURNS ONS-REPAIRS	1,927.88	1,927.88	1,000.00	11,650.00	13,473.75	0.00	115.65
592-000-626.300	MISC/SEWER TV INSPECTION FEES	0.00	0.00	500.00	500.00	0.00	0.00	0.00
592-000-626.500	WATER/SEWER TAP &CONNECT FEES	29,856.00	29,856.00	300,000.00	300,000.00	198,300.00	0.00	66.10
592-000-626.900	WATER PENALTY & INTEREST	22,531.84	22,531.84	36,830.00	36,830.00	37,054.14	(121.74)	100.61
592-000-629.000	SEWER SERVICE	2,496,590.37	2,496,590.37	2,431,310.00	2,431,310.00	2,459,353.33	0.00	101.15
592-000-629.200	IWC SURCHARGE	51,554.22	51,554.22	50,000.00	50,000.00	46,000.82	0.00	92.00
592-000-629.900	SEWER PENALTY & INTEREST	25,271.86	25,271.86	45,420.00	45,420.00	42,032.62	(149.30)	92.54
592-000-630.000	OVERHEAD ON WORK ORDERS	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
592-000-665.000	INTEREST ON INVESTMENTS	71,204.82	71,204.82	60,000.00	62,300.00	29,146.26	0.00	46.78
592-000-665.560	INTEREST ON INVEST/WS CAP IMP FD	0.00	0.00	50.00	50.00	0.00	0.00	0.00
592-000-673.000	GAIN/LOSS-SALE OF FIXED ASSETS	0.00	0.00	(10,000.00)	35,750.00	35,737.22	0.00	99.96
592-000-680.000	OTHER INCOME	725.36	725.36	10,000.00	10,000.00	262.19	0.00	2.62
592-000-696.550	BOND PREMIUM AMORTIZATION	24,834.96	24,834.96	24,835.00	24,835.00	24,834.96	0.00	100.00
592-000-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	316,930.00	316,930.00	0.00	0.00	0.00
Total Dept 000 - GENERAL REVENUES		4,967,173.69	4,967,173.69	5,453,525.00	5,609,725.00	5,181,894.06	(271.04)	92.37
Revenues		4,967,173.69	4,967,173.69	5,453,525.00	5,609,725.00	5,181,894.06	(271.04)	92.37
<b>Account Category: Expenditures</b>								
<b>Department: 261 ADMINISTRATION</b>								
592-261-706.000	SALARY & WAGES/ FULL TIME	90,324.94	90,324.94	162,580.00	120,055.00	83,216.51	2,262.34	69.32
592-261-706.050	SALARY & WAGES/PART TIME	29,678.59	29,678.59	35,775.00	35,775.00	35,453.59	1,242.58	99.10
592-261-706.100	SALARY & WAGES/SICK	5,845.83	5,845.83	7,475.00	7,475.00	1,118.36	0.00	14.96
592-261-706.150	SALARY & WAGES/IN-LIEU HEALTH	1,255.77	1,255.77	970.00	1,270.00	1,228.28	0.00	96.71
592-261-706.300	SALARY & WAGES/RETENTION	3,705.01	3,705.01	2,825.00	3,325.00	3,324.99	0.00	100.00
592-261-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	1,650.00	1,650.00	0.00	0.00	0.00
592-261-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	7,130.00	7,130.00	0.00	0.00	0.00
592-261-707.000	SALARY & WAGES/TEMP-SEASONAL	18.78	18.78	3,000.00	3,000.00	0.00	0.00	0.00
592-261-709.000	SALARY & WAGES/OVERTIME	7,134.69	7,134.69	8,825.00	17,625.00	17,929.98	364.17	101.73
592-261-721.000	FRINGE BENEFITS	46,257.60	46,257.60	112,525.00	112,525.00	42,845.38	1,338.52	38.08
592-261-721.500	POST RETIREMENT BENEFITS	61,443.72	61,443.72	58,190.00	58,190.00	58,174.08	0.00	99.97
592-261-725.000	EMPLOYEE TESTING & LICENSING	70.00	70.00	1,000.00	1,000.00	0.00	0.00	0.00
592-261-725.500	MEAL ALLOWANCE	8.00	8.00	0.00	50.00	31.00	0.00	62.00
592-261-728.000	POSTAGE	8,772.76	8,772.76	9,500.00	9,500.00	9,500.00	0.00	100.00
592-261-740.000	OPERATING SUPPLIES	4,096.69	4,096.69	7,000.00	7,000.00	11,051.26	0.00	157.88
592-261-815.000	ADMINISTRATIVE SERVICES	255,000.00	255,000.00	270,530.00	270,530.00	270,530.04	0.00	100.00
592-261-818.000	CONTRACTUAL SERVICES	70,350.74	70,350.74	57,000.00	59,500.00	70,554.27	0.00	121.60
592-261-818.150	CONT SVCS/CITY ATTY - SPECIAL	0.00	0.00	4,000.00	4,000.00	0.00	0.00	(1.05)
592-261-818.480	CONT SRVC/BULK WATER RATE CHARGE	561,289.51	561,289.51	543,170.00	543,170.00	459,792.77	0.00	84.65
592-261-818.485	CONT SRVC/BULK WATER FIXED CHARGE	551,561.23	551,561.23	716,760.00	716,760.00	693,103.03	0.00	96.70
592-261-818.500	CONT SRVC/MONTHLY FIXED SEWER CHARGE	1,300,297.46	1,300,297.46	1,566,450.00	1,566,450.00	1,470,648.86	0.00	93.88
592-261-818.536	CONT SRVC/IWC SURCHARGE	47,916.96	47,916.96	44,500.00	44,500.00	40,808.40	0.00	91.70
592-261-818.551	CONT SRVC/WTUA ADDITIONAL CAPACITY	156,593.40	156,593.40	187,915.00	187,915.00	172,252.74	0.00	91.67
592-261-818.900	CONT SRVC/BANK ANALYSIS FEES	5,154.04	5,154.04	7,000.00	7,000.00	4,088.81	0.00	58.41
592-261-850.000	COMMUNICATIONS	17,425.86	17,425.86	30,000.00	30,000.00	14,881.13	806.72	49.60
592-261-860.000	TRANSPORTATION	0.00	0.00	0.00	1,000.00	990.26	0.00	99.03
592-261-864.000	CONFERENCES & MEETINGS	829.00	829.00	5,000.00	5,000.00	571.52	0.00	11.43

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 592 WATER SEWER FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 261 ADMINISTRATION</b>								
592-261-900.000	PRINTING & PUBLISHING	1,635.00	1,635.00	10,000.00	5,000.00	0.00	0.00	8.95
592-261-920.000	PUBLIC UTILITIES	301.82	301.82	5,000.00	5,000.00	507.39	0.00	10.15
592-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	50,851.77	50,851.77	45,000.00	45,000.00	1,958.35	0.00	4.35
592-261-957.000	TRAINING EXPENSES	9,071.97	9,071.97	21,000.00	21,000.00	5,703.69	0.00	27.16
592-261-958.000	MEMBERSHIPS & DUES	7,736.59	7,736.59	10,200.00	10,200.00	4,727.28	0.00	55.86
592-261-959.000	DEPRECIATION	525,000.00	525,000.00	525,000.00	525,000.00	525,000.00	0.00	100.00
592-261-960.000	INSURANCE & BONDS	22,070.76	22,070.76	20,810.00	20,810.00	20,810.04	0.00	100.00
592-261-965.316	CONTRIB TO 2015 CAP IMP DEBT FD	0.00	0.00	0.00	0.00	224,400.00	0.00	100.00
592-261-965.560	CONTRIBUTION TO W/S CAPITAL IMP FD	0.00	0.00	0.00	0.00	870,000.00	0.00	100.00
592-261-968.000	BOND DISCOUNT AMORTIZATION	9,360.00	9,360.00	9,360.00	9,360.00	9,360.00	0.00	100.00
592-261-994.316	INTEREST/2015 CAP IMP DEBT FD	13,000.00	13,000.00	23,160.00	23,160.00	0.00	0.00	0.00
592-261-998.316	PAYING AGENT FEES/2015 CAP IMP DEBT	290.00	290.00	290.00	290.00	0.00	0.00	0.00
Total Dept 261 - ADMINISTRATION		3,864,348.49	3,864,348.49	4,520,590.00	4,486,215.00	5,124,562.01	6,014.33	114.23
<b>Department: 536 TRUNK &amp; LATERAL</b>								
592-536-706.000	SALARY & WAGES/ FULL TIME	72,211.85	72,211.85	27,325.00	64,325.00	71,872.45	3,108.08	111.73
592-536-706.100	SALARY & WAGES/SICK	842.20	842.20	2,950.00	2,950.00	0.00	0.00	0.00
592-536-706.300	SALARY & WAGES/RETENTION	243.77	243.77	250.00	300.00	289.06	0.00	96.35
592-536-706.350	SALARY & WAGES/PAGER PAY	1,376.26	1,376.26	1,370.00	1,370.00	1,288.76	0.00	94.07
592-536-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
592-536-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	1,050.00	1,050.00	0.00	0.00	0.00
592-536-707.000	SALARY & WAGES/TEMP-SEASONAL	6,479.01	6,479.01	7,810.00	9,010.00	10,344.57	451.25	114.81
592-536-709.000	SALARY & WAGES/OVERTIME	494.23	494.23	700.00	1,800.00	1,867.88	0.00	103.77
592-536-721.000	FRINGE BENEFITS	28,934.68	28,934.68	18,735.00	27,435.00	31,350.64	1,349.52	114.27
592-536-721.500	POST RETIREMENT BENEFITS	12,394.92	12,394.92	12,825.00	12,825.00	12,810.96	0.00	99.89
592-536-725.500	MEAL ALLOWANCE	15.00	15.00	50.00	50.00	46.00	0.00	92.00
592-536-740.000	OPERATING SUPPLIES	16,734.07	16,734.07	10,000.00	10,000.00	4,566.39	0.00	45.66
592-536-818.000	CONTRACTUAL SERVICES	4,466.75	4,466.75	57,500.00	40,000.00	30,063.49	9,225.00	87.40
592-536-850.000	COMMUNICATIONS	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
592-536-920.000	PUBLIC UTILITIES	527.35	527.35	1,000.00	1,000.00	700.74	0.00	70.07
592-536-940.000	EQUIPMENT RENTAL - FORCE ACCT	51,457.75	51,457.75	45,000.00	45,000.00	0.00	0.00	0.00
592-536-940.100	EQUIPMENT RENTAL / SUPPLEMENTAL	153,879.96	153,879.96	153,880.00	153,880.00	141,056.63	0.00	91.67
Total Dept 536 - TRUNK & LATERAL		350,057.80	350,057.80	342,445.00	372,995.00	306,257.57	14,133.85	82.11
<b>Department: 537 MAINS MAINTENANCE</b>								
592-537-706.000	SALARY & WAGES/ FULL TIME	83,304.08	83,304.08	36,370.00	83,870.00	90,935.91	3,887.73	108.42
592-537-706.100	SALARY & WAGES/SICK	1,014.87	1,014.87	1,600.00	1,600.00	0.00	0.00	0.00
592-537-706.300	SALARY & WAGES/RETENTION	203.17	203.17	155.00	305.00	295.13	0.00	96.76
592-537-706.350	SALARY & WAGES/PAGER PAY	1,407.19	1,407.19	1,400.00	1,400.00	1,350.91	0.00	96.49
592-537-706.550	SALARY & WAGES/WATER LICENSE BONUS	1,105.00	1,105.00	1,000.00	1,700.00	1,695.00	0.00	99.71
592-537-707.000	SALARY & WAGES/TEMP-SEASONAL	8,602.53	8,602.53	7,110.00	12,010.00	13,750.76	600.64	114.49
592-537-709.000	SALARY & WAGES/OVERTIME	12,641.52	12,641.52	7,390.00	8,740.00	8,714.05	0.00	99.70
592-537-721.000	FRINGE BENEFITS	36,551.83	36,551.83	24,940.00	35,840.00	40,907.41	1,727.79	114.14
592-537-721.500	POST RETIREMENT BENEFITS	16,499.52	16,499.52	17,055.00	17,055.00	17,053.08	0.00	99.99
592-537-725.500	MEAL ALLOWANCE	529.70	529.70	500.00	650.00	626.95	0.00	96.45
592-537-740.000	OPERATING SUPPLIES	45,389.59	45,389.59	35,000.00	35,000.00	30,163.61	0.00	68.75
592-537-818.000	CONTRACTUAL SERVICES	38,168.87	38,168.87	45,000.00	45,150.00	50,439.69	4,662.94	111.72
592-537-930.000	REPAIRS & MAINTENANCE	3,829.35	3,829.35	15,000.00	7,500.00	0.00	0.00	0.00
592-537-940.000	EQUIPMENT RENTAL - FORCE ACCT	28,587.64	28,587.64	25,000.00	25,000.00	0.00	0.00	0.00
592-537-958.000	MEMBERSHIPS & DUES	425.00	425.00	1,000.00	1,000.00	244.00	244.00	24.40



## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 592 WATER SEWER FUND</b>								
<b>Account Category: Expenditures</b>								
<b>Department: 537 MAINS MAINTENANCE</b>								
Total Dept 537 - MAINS MAINTENANCE		278,259.86	278,259.86	218,520.00	276,820.00	256,176.50	11,123.10	92.54
<b>Department: 538 METER MAINTENANCE</b>								
592-538-706.000	SALARY & WAGES/ FULL TIME	54,766.95	54,766.95	34,125.00	65,625.00	72,849.69	3,050.49	111.01
592-538-706.100	SALARY & WAGES/SICK	721.90	721.90	1,505.00	1,505.00	0.00	0.00	0.00
592-538-706.300	SALARY & WAGES/RETENTION	0.00	0.00	150.00	150.00	125.01	0.00	83.34
592-538-706.350	SALARY & WAGES/PAGER PAY	599.98	599.98	575.00	600.00	599.98	0.00	100.00
592-538-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	1,400.00	1,400.00	0.00	0.00	0.00
592-538-707.000	SALARY & WAGES/TEMP-SEASONAL	8,009.07	8,009.07	7,125.00	38,225.00	12,847.95	563.59	33.61
592-538-709.000	SALARY & WAGES/OVERTIME	1,030.49	1,030.49	1,000.00	1,000.00	428.44	0.00	42.84
592-538-721.000	FRINGE BENEFITS	29,278.04	29,278.04	23,400.00	58,400.00	31,125.26	1,439.12	53.30
592-538-721.500	POST RETIREMENT BENEFITS	9,094.32	9,094.32	16,000.00	16,000.00	16,000.92	0.00	100.01
592-538-740.000	OPERATING SUPPLIES	36,239.20	36,239.20	60,000.00	37,500.00	14,282.41	0.00	(8.77)
592-538-818.000	CONTRACTUAL SERVICES	27,100.17	27,100.17	20,000.00	20,000.00	3,844.18	0.00	19.22
592-538-940.000	EQUIPMENT RENTAL - FORCE ACCT	13,722.07	13,722.07	12,000.00	12,000.00	0.00	0.00	0.00
Total Dept 538 - METER MAINTENANCE		180,562.19	180,562.19	177,280.00	252,405.00	152,103.84	5,053.20	60.26
<b>Department: 539 SERVICE MAINTENANCE</b>								
592-539-706.000	SALARY & WAGES/ FULL TIME	19,801.80	19,801.80	7,770.00	20,170.00	22,811.56	973.98	113.10
592-539-706.100	SALARY & WAGES/SICK	260.48	260.48	350.00	350.00	0.00	0.00	0.00
592-539-706.300	SALARY & WAGES/RETENTION	40.56	40.56	50.00	100.00	68.92	0.00	68.92
592-539-706.350	SALARY & WAGES/PAGER PAY	329.04	329.04	150.00	300.00	297.84	0.00	99.28
592-539-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	300.00	300.00	0.00	0.00	0.00
592-539-707.000	SALARY & WAGES/TEMP-SEASONAL	1,822.62	1,822.62	310.00	2,610.00	2,923.64	128.26	112.02
592-539-709.000	SALARY & WAGES/OVERTIME	1,715.50	1,715.50	1,550.00	2,750.00	2,585.45	0.00	94.02
592-539-721.000	FRINGE BENEFITS	8,289.32	8,289.32	5,325.00	9,025.00	10,194.34	421.27	112.96
592-539-721.500	POST RETIREMENT BENEFITS	3,522.96	3,522.96	3,650.00	3,650.00	3,641.04	0.00	99.75
592-539-725.500	MEAL ALLOWANCE	4.48	4.48	0.00	100.00	98.64	0.00	98.64
592-539-740.000	OPERATING SUPPLIES	15,942.78	15,942.78	20,000.00	22,000.00	22,083.14	0.00	100.38
592-539-818.000	CONTRACTUAL SERVICES	65,726.52	65,726.52	90,000.00	66,400.00	41,315.79	1,235.35	62.22
592-539-940.000	EQUIPMENT RENTAL - FORCE ACCT	17,152.58	17,152.58	15,000.00	15,000.00	0.00	0.00	0.00
Total Dept 539 - SERVICE MAINTENANCE		134,608.64	134,608.64	144,455.00	142,755.00	106,020.36	2,758.86	74.27
<b>Department: 540 HYDRANT MAINTENANCE</b>								
592-540-706.000	SALARY & WAGES/ FULL TIME	13,050.97	13,050.97	8,520.00	10,820.00	12,234.14	523.87	113.07
592-540-706.100	SALARY & WAGES/SICK	116.50	116.50	920.00	920.00	0.00	0.00	0.00
592-540-706.300	SALARY & WAGES/RETENTION	40.70	40.70	50.00	50.00	44.09	0.00	88.18
592-540-706.350	SALARY & WAGES/PAGER PAY	209.75	209.75	210.00	210.00	203.49	0.00	96.90
592-540-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	50.00	50.00	0.00	0.00	0.00
592-540-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	350.00	350.00	0.00	0.00	0.00
592-540-707.000	SALARY & WAGES/TEMP-SEASONAL	2,014.91	2,014.91	350.00	2,850.00	3,219.71	140.65	112.97
592-540-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	450.00	450.00	77.37	0.00	17.19
592-540-721.000	FRINGE BENEFITS	5,513.94	5,513.94	5,840.00	5,840.00	5,938.84	266.35	101.69
592-540-721.500	POST RETIREMENT BENEFITS	3,862.32	3,862.32	3,995.00	3,995.00	3,992.04	0.00	99.93
592-540-740.000	OPERATING SUPPLIES	3,619.51	3,619.51	12,500.00	36,000.00	35,800.30	0.00	99.45
592-540-930.000	REPAIRS & MAINTENANCE	0.00	0.00	5,000.00	5,000.00	0.00	0.00	0.00
592-540-940.000	EQUIPMENT RENTAL - FORCE ACCT	13,722.08	13,722.08	12,000.00	12,000.00	0.00	0.00	0.00
Total Dept 540 - HYDRANT MAINTENANCE		42,150.68	42,150.68	50,235.00	78,535.00	61,509.98	930.87	78.32
Expenditures		4,849,987.66	4,849,987.66	5,453,525.00	5,609,725.00	6,006,630.26	40,014.21	107.08

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH  
Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdgt Used
<b>Fund: 592 WATER SEWER FUND</b>								
Fund 592 - WATER SEWER FUND:								
	TOTAL REVENUES	4,967,173.69	4,967,173.69	5,453,525.00	5,609,725.00	5,181,894.06	(271.04)	92.37
	TOTAL EXPENDITURES	4,849,987.66	4,849,987.66	5,453,525.00	5,609,725.00	6,006,630.26	40,014.21	107.08
	NET OF REVENUES & EXPENDITURES:	117,186.03	117,186.03	0.00	0.00	(824,736.20)	(40,285.25)	
	BEG. FUND BALANCE	14,684,879.79	14,684,879.79	14,802,065.82	14,802,065.82	14,802,065.82		
	END FUND BALANCE	14,802,065.82	14,802,065.82	14,802,065.82	14,802,065.82	13,977,329.62		

## QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdg Used
<b>Fund: 661 EQUIPMENT FUND</b>								
<b>Account Category: Revenues</b>								
<b>Department: 000 GENERAL REVENUES</b>								
661-000-531.000	STATE/FEDERAL GRANTS	0.00	0.00	0.00	50,000.00	50,000.00	0.00	100.00
661-000-665.000	INTEREST ON INVESTMENTS	21,776.98	21,776.98	750.00	16,250.00	15,845.04	0.00	97.51
661-000-673.000	GAIN/LOSS-SALE OF FIXED ASSETS	246,711.74	246,711.74	0.00	0.00	226,200.00	0.00	100.00
661-000-674.208	CONTRIBUTION FROM RECREATION	17,352.48	17,352.48	18,930.00	18,930.00	18,930.00	0.00	100.00
661-000-675.000	RENTAL FEES - FORCE ACCT	750,821.77	750,821.77	724,962.00	724,962.00	59,607.15	0.00	8.22
661-000-675.100	RENTAL FEES - FORCE ACCOUNT - HOUSIN	0.00	0.00	590.00	590.00	0.00	0.00	0.00
661-000-675.200	RENTAL FEES / SUPPLEMENTAL BILLING	342,883.92	342,883.92	343,986.00	343,986.00	315,320.50	0.00	91.67
661-000-676.000	EXPENSE REIMBURSEMENTS	55,054.98	55,054.98	0.00	0.00	0.00	0.00	0.00
661-000-680.000	OTHER INCOME	7,860.47	7,860.47	1,000.00	1,100.00	172,622.08	171,545.00	15,692.92
661-000-683.000	INSURANCE PROCEEDS	6,270.05	6,270.05	5,000.00	14,000.00	13,823.53	0.00	98.74
661-000-684.200	BUILDING RENTAL - MSD MECHANIC BAY	11,475.00	11,475.00	11,480.00	11,480.00	11,475.00	0.00	99.96
Total Dept 000 - GENERAL REVENUES		1,460,207.39	1,460,207.39	1,106,698.00	1,181,298.00	883,823.30	171,545.00	74.82
Revenues		1,460,207.39	1,460,207.39	1,106,698.00	1,181,298.00	883,823.30	171,545.00	74.82
<b>Account Category: Expenditures</b>								
<b>Department: 261 ADMINISTRATION</b>								
661-261-706.000	SALARY & WAGES/ FULL TIME	2,805.20	2,805.20	5,060.00	5,060.00	2,649.19	106.13	52.36
661-261-706.100	SALARY & WAGES/SICK	0.00	0.00	225.00	225.00	0.00	0.00	0.00
661-261-706.300	SALARY & WAGES/RETENTION	0.00	0.00	50.00	50.00	0.00	0.00	0.00
661-261-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	100.00	100.00	0.00	0.00	0.00
661-261-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	195.00	195.00	0.00	0.00	0.00
661-261-707.000	SALARY & WAGES/TEMP-SEASONAL	1,187.23	1,187.23	650.00	1,800.00	1,904.30	83.51	105.79
661-261-709.000	SALARY & WAGES/OVERTIME	130.73	130.73	100.00	100.00	46.70	0.00	46.70
661-261-721.000	FRINGE BENEFITS	1,475.61	1,475.61	3,470.00	3,470.00	1,784.99	88.35	51.44
661-261-721.500	POST RETIREMENT BENEFITS	2,294.76	2,294.76	2,375.00	2,375.00	2,371.92	0.00	99.87
661-261-740.000	OPERATING SUPPLIES	165,736.82	165,736.82	115,000.00	115,000.00	97,738.96	664.93	68.33
661-261-745.000	FUEL & OIL	72,388.65	72,388.65	90,000.00	90,000.00	59,577.16	0.00	6.95
661-261-750.000	OPERATING SUPPLIES/SOFTWARE	0.00	0.00	500.00	500.00	0.00	0.00	0.00
661-261-760.000	OPERATING SUPPLIES/TOOLS	0.00	0.00	500.00	500.00	0.00	0.00	0.00
661-261-815.000	ADMINISTRATIVE SERVICES	61,500.00	61,500.00	65,250.00	65,250.00	65,250.00	0.00	100.00
661-261-818.000	CONTRACTUAL SERVICES	70,021.91	70,021.91	89,000.00	89,000.00	64,266.85	500.00	72.21
661-261-850.000	COMMUNICATIONS	2,225.97	2,225.97	5,000.00	5,000.00	2,230.77	161.35	44.62
661-261-864.000	CONFERENCES & MEETINGS	0.00	0.00	500.00	500.00	500.00	0.00	100.00
661-261-930.000	REPAIRS & MAINTENANCE	28,831.41	28,831.41	25,000.00	42,550.00	42,605.25	0.00	106.54
661-261-939.000	EQUIPMENT RENTAL	1,147.96	1,147.96	1,000.00	1,000.00	0.00	0.00	0.00
661-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	0.00	3,000.00	3,000.00	0.00	0.00	0.00
661-261-957.000	TRAINING EXPENSES	0.00	0.00	0.00	1,000.00	564.93	0.00	56.49
661-261-959.000	DEPRECIATION	290,000.04	290,000.04	290,000.00	290,000.00	290,000.04	0.00	100.00
661-261-960.000	INSURANCE & BONDS	83,870.88	83,870.88	59,000.00	59,000.00	59,000.04	0.00	100.00
661-261-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	316,709.00	371,559.00	0.00	0.00	0.00
661-261-977.000	CAP OUTLAY/EQUIPMENT	3,790.39	3,790.39	0.00	50.00	38.87	0.00	10,727.74
661-261-994.001	INTEREST ON CAPITAL LEASE	35,570.22	35,570.22	34,014.00	34,014.00	34,030.55	0.00	100.05
Total Dept 261 - ADMINISTRATION		822,977.78	822,977.78	1,106,698.00	1,181,298.00	724,560.52	1,604.27	61.34
Expenditures		822,977.78	822,977.78	1,106,698.00	1,181,298.00	724,560.52	1,604.27	61.34
<b>Fund 661 - EQUIPMENT FUND:</b>								
TOTAL REVENUES		1,460,207.39	1,460,207.39	1,106,698.00	1,181,298.00	883,823.30	171,545.00	74.82
TOTAL EXPENDITURES		822,977.78	822,977.78	1,106,698.00	1,181,298.00	724,560.52	1,604.27	61.34

# QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2025

GL Number	Description	YTD Balance 06/30/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 06/30/2025 Norm (Abnorm)	Activity For 06/30/2025 Incr (Decr)	% Bdgt Used
<b>Fund: 661 EQUIPMENT FUND</b>								
NET OF REVENUES & EXPENDITURES:		637,229.61	637,229.61	0.00	0.00	159,262.78	169,940.73	
BEG. FUND BALANCE		2,471,754.95	2,471,754.95	3,108,984.56	3,108,984.56	3,108,984.56		
END FUND BALANCE		3,108,984.56	3,108,984.56	3,108,984.56	3,108,984.56	3,268,247.34		
Report Totals:								
TOTAL REVENUES - ALL FUNDS		23,717,186.95	23,717,186.95	27,143,674.00	27,817,920.00	23,842,989.69	736,491.51	85.71
TOTAL EXPENDITURES - ALL FUNDS		22,744,045.55	22,744,045.55	27,143,674.00	27,817,920.00	23,869,775.86	627,454.75	85.81
NET OF REVENUES & EXPENDITURES:		973,141.40	973,141.40	0.00	0.00	(26,786.17)	109,036.76	