



# City of Plymouth

## City Commission Regular Meeting Minutes

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

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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. Proclamation: Mayor Deal read a proclamation recognizing Pollinator Week.

### 2. APPROVAL OF MINUTES

- a. June 2, 2025 City Commission Regular Meeting Minutes

Motion to approve the June 2, 2025 City Commission Regular Meeting Minutes made by Pobur, supported by Minton.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

### 3. APPROVAL OF THE AGENDA

Motion to approve the agenda for June 16, 2025 made by Filipczak, supported by Maguire.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

### 4. ENACTMENT OF THE CONSENT AGENDA

- a. Approval of May 2025 Bills
- b. Special Event: Birthday Party – 7/13/2025
- c. Special Event: Birthday Party – 7/27/2025
- d. Downtown Day – 9/27/2025

Motion to approve the consent agenda item made by Moroz, supported by Pobur.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

### 5. CITIZEN COMMENTS

David Pierce, 1147 W AATrl.- Offered comments on his continued opposition of the Champion PUD project.

Carly Cirilli, 202 N Mill- Thanked Deal for the Plymouth Pollinators proclamation and spoke about their organization and upcoming events.

Heather Pacheco, Plymouth District Library- Spoke about Summer Reading Program, Library renovations and other events including Poptarts in the Park.

Kristen McHale Johnson, 712 Fairground- Spoke in favor of City funding for City parks.

Ellen Elliott, 404 Irvin- Asked for an update of the flooding situation.

Penny Kasmierski, 295 Burroughs- Asked about the possibility of putting a pedestrian crossing sign at Main St. and Hartsough, similar to AATrl and Forest.

## **6. COMMISSION COMMENTS**

Maguire spoke about the Pride event in Old Village on June 22 from 2-6pm. She also offered her condolences to the State Rep and State Sen of Minnesota.

Kehoe Encouraged reporting if observing anything that has a hate correlation.

Moroz also acknowledged the State Rep and State Sen of Minnesota incident, Thank You To: DDA (Sam/Reiko) for adding a new band to the Friday Night Concert Series; Carly Cirilli and the Plymouth Pollinators; Kristin McHale Johnson for her support of City park improvements.

Filipczak Agreed with all previous comments.

Sincock provided an update on the April flooding, including information of calls the City has had with the Wayne County staff and meetings on the Floodwise Communities Vulnerability Assessment. He also noted that the tube has been continuously inspected by City engineers.

Deal recognized the Clerk's office and Sydney Bridgman on being a MiExcellence award winner and the Finance Dept and John Scanlon for their budget award. She also addressed some of the concerns raised by David Pierce and re-iterated that she is always available to meet with anyone who has questions or concerns related to the City business.

## **7. OLD BUSINESS – None**

## **8. NEW BUSINESS**

### **a. Authorization for Part Time Hiring**

Motion to authorize the following resolution made by Pobur, supported by Moroz:

#### RESOLUTION 2025-53

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 authorizes the hiring of Charlie Carlson for a part-time position with the Department of Municipal Services.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Cemetery Rates & Rules Review FY 2025-26

Motion to approve the following resolution made by Filipczak, supported by Minton:

RESOLUTION 2025-54

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.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. Property and Liability Insurance Coverage FY 2025-26

Motion to approve the following resolution made by Filipczak, supported by Moroz:

RESOLUTION 2025-55

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.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

d. Authorization to Purchase – Arena LED Lighting Fixtures (Bid Award)

Motion to approve the following resolution made by Pobur, supported by Minton:

RESOLUTION 2025-56

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 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.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

e. Authorization for DDA Streetscape Design Bid Award

Motion to approve the following resolution made by Kehoe, supported by Moroz:

RESOLUTION 2025- 57

WHEREAS The City of Plymouth has established a Downtown Development Authority to be responsible for the infrastructure and upkeep in the downtown area, in order 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 the amount of up to \$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 the amount of up to \$164,484. Funding for this project shall be authorized from the Downtown Development Authority Budget and any potential future grants.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

f. Community Development Permit Fee Schedule Update

Motion to approve the following resolution made by Kehoe, supported by Moroz:

RESOLUTION 2025-58

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.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

g. 2024-25 Fourth Quarter Budget Amendments

Motion to approve the following resolution made by Pobur, supported by Minton:

RESOLUTION 2025-59

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.

**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:</b>	<b>#101</b>						
Property Taxes	7,507,900	-	-	-	-	-	7,507,900
Licenses & Permits	3,700	-	-	-	-	-	3,700
Federal/State Grants	200,000	-	-	194,535	100,000	294,535	494,535
State-Shared Revenues	1,494,410	53,000	300	-	175,100	228,400	1,722,810
Charges for Services	962,637	-	-	5,500	1,700	7,200	969,837
Cemetery Revenues	157,500	-	-	500	5,100	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	2,615,845	(88,835)	-	(442,180)	(85,000)	(615,015)	1,999,830
<b>Total Operating Revenue</b>	<b>13,657,733</b>	<b>34,165</b>	<b>140,550</b>	<b>(165,840)</b>	<b>250,425</b>	<b>259,300</b>	<b>13,917,033</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>250,425</b>	<b>259,300</b>	<b>13,927,033</b>
<b>GENERAL FUND EXP:</b>	<b>#101</b>						
City Commission	177,645	500	2,375	9,125	6,925	18,925	196,570
City Manager	421,030	-	650	5,550	4,150	10,350	431,380
Finance Department	595,305	1,500	175	2,725	4,850	9,250	604,555
City Clerk	208,320	2,700	2,250	500	15,000	20,500	228,770
Management Information Services	472,620	50	3,505	7,300	400	11,255	483,875
City Assessor	86,439	-	-	-	2,600	2,600	89,039
Election Services	133,086	400	22,185	6,250	-	28,835	161,921
City Hall Maintenance	161,285	2,940	700	5,700	4,950	14,290	175,575
Legal Services	166,000	5,400	-	-	-	5,400	171,400
Other Functions	369,089	600	-	4,700	3,750	9,050	378,139
Police Department	4,803,151	7,500	1,025	11,650	59,500	79,675	4,882,826
Fire Department	1,160,515	10,000	-	-	427,500	437,500	1,598,015
MSD Administration	353,965	75	3,460	6,900	68,300	78,735	432,700
MSD Yard Maintenance	96,540	-	-	58,200	500	58,700	155,240
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	86,100	-	4,400	310	150	4,860	90,960
MSD Services - DDA	199,685	-	-	28,500	16,600	45,100	244,785
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	2,943,750	2,500	68,350	(645,000)	(388,950)	(963,100)	1,980,650
Debt Service	32,412	-	29,255	-	-	29,255	61,667
<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>250,425</b>	<b>2,150</b>	<b>13,266,332</b>
Transfers Out to Other Funds	403,551	-	-	257,150	-	257,150	660,701
Contingency	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>13,667,733</b>	<b>34,165</b>	<b>140,550</b>	<b>(165,840)</b>	<b>250,425</b>	<b>259,300</b>	<b>13,927,033</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:</b>	<b>#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:</b>	<b>#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	100,500	-	-	-	-	-	100,500
Snow & Ice Control	69,695	-	(10,750)	3,875	2,450	(4,425)	65,270
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	(5,000)	(19,200)	42,275
Snow & Ice Control	31,080	-	1,055	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	-	(28,920)	(31,740)	-	(60,660)	457,340
Transfer from General Fund	313,595	-	-	181,650	-	181,650	495,245
Administrative Charges	1,000	9,000	46,200	17,000	12,800	85,000	86,000
Program Fees & Charges	360,000	2,300	-	(17,425)	18,050	2,925	362,925
Appropriation of Surplus	139,245	(2,420)	-	(113,875)	-	(116,295)	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	1,143,350	280	11,700	20,560	16,250	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 Mites	-	-	150	-	-	150	150
Over 60/70 Hockey	-	6,000	3,500	9,000	-	18,500	18,500
PCHA	-	-	-	-	-	-	-
MSD Services	6,925	150	150	175	(500)	(25)	6,900
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: #228</b>							
Property Taxes	1,276,460	-	23,000	-	58,000	81,000	1,357,460
Sales of Service	440,600	3,975	5,000	7,600	5,475	22,050	462,650
Transfer from General Fund	-	-	-	-	-	-	-
Appropriation of Surplus	156,138	(8,244)	63,700	139,325	351,025	545,806	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: #228</b>							
Operating Expenses	1,846,929	12,000	91,700	146,925	54,500	305,125	2,152,054
Capital Outlay	10,000	-	-	-	360,000	360,000	370,000
Contingency	16,269	(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 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>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	596,960	-	-	-	7,025	7,025	603,985
Contrib. & Other	210	-	-	-	7,390	7,390	7,600
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>597,170</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,415</b>	<b>14,415</b>	<b>611,585</b>
<b>BROWNFIELD OPER FUND EXP: #243</b>							
Administration	59,690	-	-	-	705	705	60,395
Site Remediation	537,270	-	-	-	6,320	6,320	543,590
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>14,415</b>	<b>14,415</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: #248</b>							
Property Taxes-Non School	1,256,900	-	-	750	-	750	1,257,650
Program Fees & Other	81,550	-	-	39,630	-	39,630	121,180
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	369,730	-	-	83,270	-	83,270	443,000
Police Services	36,910	-	-	50	-	50	36,960
Streetscape Maintenance	328,305	-	-	(15,500)	-	(15,500)	312,805
Parking System	57,020	-	-	-	-	-	57,020
Saxton Parking Facility	-	-	-	9,660	-	9,660	9,660
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 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>BLDG &amp; ENGINEERING FD REV:</b>							
<b>#248</b>							
Permit Fees	726,350	22,600	13,475	(29,805)	7,100	13,370	739,720
Contrib. & Other	-	-	-	75,500	-	75,500	75,500
Appropriation of Surplus	2,860	(1,705)	-	-	-	(1,705)	1,155
<b>TOTAL REVENUES</b>	<b>729,210</b>	<b>20,895</b>	<b>13,475</b>	<b>45,695</b>	<b>7,100</b>	<b>87,165</b>	<b>816,375</b>
<b>BLDG &amp; ENGINEERING FD EXP:</b>							
<b>#248</b>							
Engineering/Inspections	729,210	20,895	13,475	45,695	7,100	87,165	816,375
Capital Outlay	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>729,210</b>	<b>20,895</b>	<b>13,475</b>	<b>45,695</b>	<b>7,100</b>	<b>87,165</b>	<b>816,375</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>#262</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>#262</b>							
Administration	500	-	-	-	-	-	500
OvDA 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	990,050	-	-	-	(968,000)	(968,000)	22,050
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>990,050</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	990,000	-	-	-	(968,000)	(968,000)	22,000
Contingency	50	-	-	-	-	-	50
<b>TOTAL EXPENDITURES</b>	<b>990,050</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 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>WATER/SEWER CAP IMP FUND REV:</b>							
Contrib. & Other	670,000	-	-	-	522,950	522,950	1,192,950
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>670,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>522,950</b>	<b>522,950</b>	<b>1,192,950</b>
<b>WATER/SEWER CAP IMP FUND EXP:</b>							
Capital Improvements	600,000	-	-	-	580,000	580,000	1,180,000
Contingency	70,000	-	-	-	(70,000)	(70,000)	-
<b>TOTAL EXPENDITURES</b>	<b>670,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>522,950</b>	<b>522,950</b>	<b>1,180,000</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	5,136,595	4,550	31,900	119,750	328,000	484,200	5,620,795
Sale of Bonds	-	-	-	-	-	-	-
Appropriation of Surplus	316,900	-	-	-	(216,900)	(216,900)	-
<b>TOTAL REVENUES</b>	<b>5,453,525</b>	<b>4,550</b>	<b>31,900</b>	<b>119,750</b>	<b>11,070</b>	<b>157,270</b>	<b>5,620,795</b>
<b>WATER/SEWER OPER FUND EXP:</b>							
Administration	4,520,590	1,050	(39,925)	4,500	(3,480)	(37,855)	4,482,735
Trunk & Lateral	342,445	-	20,750	9,800	13,800	44,350	386,595
Mains Maintenance	218,520	700	24,850	32,750	21,000	79,300	297,820
Meter Maintenance	177,280	-	(9,875)	85,000	(14,500)	60,625	237,905
Service Maintenance	144,455	1,800	11,600	(15,100)	(7,850)	(9,350)	135,105
Hydrant Maintenance	50,235	1,000	24,500	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>157,270</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	1,106,696	55,000	7,800	12,000	396,200	472,000	1,578,696
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>1,106,696</b>	<b>55,000</b>	<b>7,800</b>	<b>12,000</b>	<b>396,200</b>	<b>472,000</b>	<b>1,578,696</b>
<b>EQUIPMENT FUND EXP:</b>							
Miscellaneous	799,699	150	7,800	12,000	300	20,050	819,699
Contingency	316,706	54,850	-	-	397,900	452,750	769,456
<b>TOTAL EXPENDITURES</b>	<b>1,106,696</b>	<b>55,000</b>	<b>7,800</b>	<b>12,000</b>	<b>396,200</b>	<b>472,000</b>	<b>1,578,696</b>

There was a voice vote.

MOTION PASSED UNANIMOUSLY

## 9. REPORTS AND CORRESPONDENCE

### a. Liaison Reports:

Maguire: Library Board meeting is June 17 at 7:30pm at the Library.

Kehoe: OVA meeting is June 25 at 7pm at Meridian Coffee; Pride Event is June 22 at 2pm in Old Village.

Moroz: ZBA meeting had 2 variances passed and 1 not passed. No meeting for July.

Minton: Planning Commission approved a change of use with conditions.

### b. Appointments

There were no appointments.

## 10. ADJOURNMENT

The next regular City Commission meeting is 7:00 pm on Monday, July 7 at Lion's Park.

Motion made by Pobur, supported by Maguire to adjourn the meeting at 7:57 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

SUZI DEAL  
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC  
CITY CLERK