PLYMOUTH CITY COMMISSION
REGULAR MEETING AGENDA
WILCOX PARK - BYRON & DEWEY
TUESDAY, July 5, 2016 - 7:00 p.m.

201 S. MAIN ST., PLYMOUTH, MI 48170 Ph (734) 453-1234 Fax (734) 455-1892 http://www.ci.plymouth.mi.us

1) **CALL TO ORDER**
   a) Pledge of Allegiance
   b) Roll Call

2) **CITIZENS COMMENTS**

3) **APPROVAL OF THE AGENDA**

4) **ENACTMENT OF THE CONSENT AGENDA**
   a) Approval of June 20, 2016 City Commission Regular Meeting Minutes
   b) Special Event: Bumpers Bikes & Bands, Sunday, 7/17/16

5) **COMMISSION COMMENTS**

6) **OLD BUSINESS**

7) **NEW BUSINESS**
   a) Charter Amendment - Election Filing Timing
   b) Zoning Ordinance Update - Front Porches
   c) Sidewalk and Utility Patch Repair Contract
   d) Parking Policy Update -Extend Parking Enforcement to 11:00pm

8) **REPORTS AND CORRESPONDENCE**

9) **ADJOURNMENT**

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding 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.

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Mon-Fri from 8:00am -4:30pm, at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

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.

PLEASE NOTE MEETING LOCATION

City of Plymouth 2016 Goals

- Resolve Last Issues Regarding Dissolution of Plymouth Community Fire Department Agreement (Primarily Pension issues) ***Champions: Dalton, Dwyer, Valenti***

- Work Collaboratively with Plymouth Arts & Recreation Complex (PARC) organization, the Plymouth Canton School Board, and the greater Plymouth Community to continue the repurposing of Central Middle School into a high quality Arts & Recreation Complex. ***Champions: Dalton, Deal, Dwyer***

- Developing a succession plan for the city's key employees, especially considering the long tenures of many of our senior staff. ***Champions: Deal, Pobur, Valenti***

- Develop funding plan for future capital improvements ***Champions: Pobur, Wolcott, Wright***

- Work collaboratively with the DDA, community leaders, and other organizations to plan for Plymouth's 150th Birthday in 2017. This includes obtaining funding for new Kellogg Park Fountain and Kellogg Park upgrades. ***Champions: Deal, Wolcott, Wright***

CITY OF PLYMOUTH

CITY COMMISSION MEETING MINUTES

MONDAY, JUNE 20, 2016, 7:00 P.M.

CALL TO ORDER:

PRESENT: Mayor Daniel Dwyer, Mayor Pro-tem Oliver Wolcott; Commissioners Mike Wright, Colleen Pobur, Daniel Dalton, Suzie Deal, Joe Valenti

ABSENT: None

CITIZEN COMMENTS:

Charles and Kathleen Thornell, 780 S. Evergreen, stated they are 38 year residents and expressed concern about the Friday night concerts in the park. They complained about people that start before 7:00am putting their chairs and blankets in the park to reserve their spot for the concerts. Children don't have an area to play during the day because of all the chairs and blankets all over the park area. They asked if the Commission could take a look at this problem and maybe come up with signs of some kind of a policy for this situation because it is getting out of hand.

Mayor Daniel Dwyer stated he appreciates the feedback and will speak with the Downtown Development Director and take a look at this situation.

APPROVAL OF THE AGENDA:

3. A motion was made by Commissioner Colleen Pobur and seconded by Commissioner Mike Wright for approval of the Agenda for Monday, June 20, 2016.

MOTION PASSED

ENACTMENT OF THE CONSENT AGENDA:

4a. Approval of June 6, 2016 City Commission Regular Meeting Minutes
4b. Approval of May, 2016 Bills

A motion was made by Mayor Pro-tem Oliver Wolcott and seconded by Commissioner Daniel Dalton for approval of the Consent Agenda for Monday, June 20, 2016.

MOTION PASSED

COMMISSION COMMENTS:

Commission Colleen Pobur stated she was excited to see the aerial fire truck come back from a run just before the meeting began. She stated it is a gorgeous truck. She spoke about the signs that were placed around all the railroad crossings providing information to everyone who wishes to contact the railroad with complaints about blocked train crossings. She feels it is a very proactive way for the community to find a resolution. She also spoke about Congressman Trott getting involved with this problem and he has set up a meeting with other elected officials and the rail road administration to make them aware of how severe this problem is. She hopes they can come up with some answers to alleviate trains blocking the crossings and she plans on attending the meeting. She stated the meeting is scheduled on the 28th of June.

Mayor Pro-tem Oliver Wolcott spoke about the poor condition of the overpass on Plymouth Road and wanted to know who we can contact.

City Manager Paul Sincock stated it is a Wayne County Road, not a City responsibility.

Mayor Daniel Dwyer spoke about five of the Commissioners attending "Day of Service" at the PARC and provided their services. He stated they plan on making it an annual event and it was very rewarding.

OLD BUSINESS: None

NEW BUSINESS:

7a. Fire Mutual Aid Agreement – MI MABAS -

RES. #2016-55

WHEREAS, The City of Plymouth is a Michigan Municipal Corporation; and

WHEREAS, The City of Plymouth has the power, privilege and authority to maintain and operate a fire department providing fire protection, fire suppression, emergency medical services and special operations; and

WHEREAS, Fire Services can further be improved by cooperation between political subdivisions during times of public emergency, conflagration or disaster; and

WHEREAS, The Michigan constitution of 1963, Article 7, 28 and the Urban Cooperation Act of 1967, Act Number 7 of the public Acts of 1967, extra sessions, being MCL 124.501 Et seq of the Michigan Compiled Laws permit a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common and which each might exercise separately, and

WHEREAS, The Michigan Mutual Aid Box Alarm System Association has been formed as a separate legal entity Michigan public body corporation under the Cooperation Act; and

WHEREAS, The Michigan Aid Box alarm System (MI-MABAS), is a mechanism that may be used for deploying special personnel and equipment in a multi-jurisdictional or multi-agency emergency Mutual aid response; and

WHEREAS, The City of Plymouth has the authority to execute this Agreement pursuant to the resolution of its governing body; and

WHEREAS, The City of Plymouth desires to commit personnel and equipment another party if deemed reasonable upon the request of another party.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby approve the attached "Amended Michigan Mutual Aid Box Alarm System Association Agreement.

BE IT FURTHER RESOLVED THAT the City Commission hereby authorizes the Mayor of the City of Plymouth and the City Clerk to sign the Amended and Restate Interlocal Agreement.

A motion was made by Commissioner Mike Wright and seconded by Commissioner Colleen Pobur for approval of the resolution.

MOTION PASSED

7b. Police Equipment Purchases –

RES. #2016-56

WHEREAS, The City of Plymouth operates a Police Department in order to protect the public health, safety and welfare of our residents and visitors to our City; and

WHEREAS, The Police Department has examined its overall training, tactics and equipment and it was determined that there was a need for some additional modern equipment; and

WHEREAS, The Department has researched various manufacturers of this type of equipment and determined that equipment from Baker Ballistics, LLC meets the needs of the Department.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth hereby authorizes the purchase of 1 – NIJ Level IIIa Armored Shield, 1, MRAP Protective Shield and seven (7) ballistic helmets for a total purchase price of $10,261.00. Funding for this purchase shall be from the Drug, OWI, Omnibus Forfeiture Fund Accounts.

BE IT FURTHER RESOLVED THAT the City Commission has determined that this purchase is from a sole source vendor and the City shall use the Police Agency Pricing

A motion was made by Commissioner Colleen Pobur and seconded by Commissioner Mike Wright for approval of the resolution.

MOTION PASSED

7c. Liability Insurance Proposals –

RES. #2016-57

WHEREAS, The City received four proposals for Liability and Property Insurance; and

WHEREAS, The City Administration has analyzed the proposals and has determined that the proposal of Trident Insurance, in the amount of $190,868, meets the City's requested specifications and is the lowest cost proposal that meets the required specs. The City will obtain, as part of this premium, the Liquor Liability Policy and Athletics Accident Policy using HUB International Midwest as the Agent of Record; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Commission of the City of Plymouth, Michigan does hereby accept the proposal of Trident for Liability and Property Insurance in accordance with the specifications at an annual premium of $190,868, using HUB International Midwest as Agent of Record. The City will obtain the Liquor Liability Policy and the Athletics Accident Policy through HUB, included in this premium. Further, the City Commission hereby rejects all other proposals.

A motion was made by Mayor Pro-tem Oliver Wolcott and seconded by Commissioner Daniel Dalton for approval the resolution.

MOTION PASSED

7d. Emergency Purchase Authorization for Cultural Center Pump -

RES. #2016-58

WHEREAS, The City of Plymouth operates a Recreation Department to help provide for the Public Welfare; and

WHEREAS, The Recreation Department operates the Plymouth Cultural Center and the facility from time to time will need certain maintenance to keep the facility running; and

WHEREAS, The City Administration notified the City Commission that there was a need for an Emergency Purchase of a pump replacement to maintain the heat and air conditioning in the facility; and

WHEREAS, The City Administration has reviewed the recommended repairs.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize Goyette Mechanical to complete repairs to the pumping systems in an amount not to exceed $27,500. Funding for these repairs is authorized from the City Recreation Funds and not from the City General Fund.

A motion was made by Commissioner Colleen Pobur and seconded by Mayor Pro-tem Oliver Wolcott for approval of the resolution.

MOTION PASSED

7e. Liquor License Transfer INTO the City by Greek Islands -

RES. #2016-59

WHEREAS, The City of Plymouth has established the Liquor Management Ordinance and other Ordinances related to liquor serving establishments in order to help maintain the public health, safety and welfare as well as to conserve City resources for the good of the entire community; and

WHEREAS, The City LLRC has received and reviewed Notice of Transfer of ownership of a Class C a Liquor License into the City to operate a new liquor serving establishment would exceed the number of liquor serving establishments allowed in the B-2 Zoning District and as such this establishment would not be able to comply with City Ordinances in violation of State Liquor Law.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby recommend to State of Michigan Liquor Control Commission that they cease and revoke the transfer of a license for G.I. Poros, Inc. to operate a liquor

serving establishment in the City of Plymouth's B-2 Zoning (Downtown) District. This denial is based on the fact that the proposed establishment would exceed the current cap on liquor licenses in the locally established B-2 Zoning District and the proposed plan does not comply with the requirements of the Zoning District and as a result the proposed establishment would not be able to comply with the State of Michigan Liquor Laws which requires compliance with all local Codes and Ordinances.

A motion was made by Commissioner Mike Wright and seconded by Commissioner Joe Valenti for approval of the resolution.

MOTION PASSED

7f. Charter Amendment – Election Filing Date -

RES. #2016-60

WHEREAS, there is a need to amend the Charter for the City of Plymouth from time to time to bring certain areas into compliance.

WHREREAS, State Elections supersedes the charter language for the City of Plymouth and therefore the City of Plymouth needs to amend Chapter 10, Section 10.9, Nomination Petitions to read as follows:

> Persons desiring to qualify as candidates for any office under this Charter shall file an official petition therefore with the clerk signed by not less than forty (40) or more than one-hundred (100) registered electors of the city. Such petitions shall be filed with the Clerk, along with such affidavit of identity that may be required by State law, **"not later than 4:00 p.m. on fifteenth Tuesday before the August Primary.** (City Charter currently states the 12th Tuesday)

NOW, THEREFORE BE IT RESOLVED, that the pursuant to MCL 117.11(1) an amendment to an existing City Charter may be proposed by the legislative body, the amendment "shall" be submitted to the electors of the City at the next regular municipal or general state election, which would be November 8th, 2016. An Amendment being proposed will need to have a 3/5 vote of the members-elect. The language was changed by legislature and beginning January 1, 2014 the various county, township, and city clerk's shall receive nominating petitions or filing fees filed under State Election Law, Section 551, under this act up to 4 p.m., eastern standard time, of the fifteenth Tuesday before the August primary.

THEREFORE, The City Commission is proposing an amendment to Charter Section 10.9 Nominating Petitions, of the City Charter and requesting that the City Attorney and City Clerk proceed with ballot language to be forwarded to the State and County to be approved for the ballot for November 8, 2016 election.

A motion was made by Commissioner Colleen Pobur and seconded by Mayor Pro-tem Oliver Wolcott for approval of the resolution.

MOTION PASSED

7g. Intergovernmental Contract with Plymouth Township Retiree Health Care –

RES. #2016-61

WHEREAS, The City of Plymouth and the Charter Township of Plymouth have both previously entered into the Intergovernmental Fire Services Agreement and the 1st Modified Intergovernmental Fire Service Agreement; and

WHEREAS, As a result of the termination of the Agreements there are certain Post Termination retiree Health Care Costs which must continue to be split between the two parties; and

WHEREAS, There have been several months of negotiations on the subject matter of the Retiree Health Care Costs and after much review of data supplied by the Township it was determined that the two parties agree, based on actual health care costs paid by the Township that the City shall pay the Township for the City share of those costs; and

WHEREAS, As a result of the data review the two parties agree that the City shall pay the Township a total of $330,558.22 to cover the period of January 1, 2012 through December 31, 2015; and

WHEREAS, The two parties agree that this agreement does not address actual health care costs for January 1, 2016 and beyond and that there will be additional discussions between the parties related to those health care costs based on amounts paid by the Township.

NOW THEREFORE BE IT RESOLVED THAT this City Commission of the City of Plymouth does hereby authorize an agreement between the Charter Township of Plymouth and the City of Plymouth regarding Post Termination Fire Fighter Health Care Costs through December 31, 2015.

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize Mayor Dan Dwyer to execute the agreement between the two parties; and

BE IT STILL FURTHER RESOLVED THAT THE CITY CLERK SHALL INCLUDE A COMPLETE COPY OF THIS AGREEMENT IN THE MINUTES OF THIS MEETING OF THE CITY COMMISSION.

A motion was made by Commissioner Colleen Pobur and seconded by Commissioner Daniel Dalton for approval of the resolution.

MOTION PASSED

7h. 4th Quarter Budget Amendments –

RES. #2016-62

WHEREAS, Actual patterns of departmental expenditures occur differently than originally projected in the 2015-2016 City Budget as adopted in June of 2015; 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 department and between funds of the City; and

WHEREAS, An amendment was proposed by Mayor Pro-tem Oliver Wolcott and seconded by Commissioner Dan Dalton amending the General Fund budget to cover costs regarding the approval on June 20, 2016 of a contract with Plymouth Township for payment of legacy health care costs for former fire services in the amount of $330,558.22;

NOW THEREFORE BE IT RESOLVED, That the 2015-2016 City Budget is hereby amended as originally presented to the City Commission with the addition of $330,560 reflecting an increase in the fire department budget of the General Fund and a reduction to the fund balance of the General Fund in the amount of $330,560 pursuant to the added amendment introduced at the meeting of June 20, 2016 by Mayor Pro-tem Oliver Wolcott and seconded by Commissioner Dan Dalton and as shown in the revised 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 21, 2016.

A motion was made by Mayor Pro-tem Oliver Wolcott and seconded by Commissioner Dan Dalton for approval of the resolution.

MOTION PASS

8. REPORTS AND CORRESPONDENCE: None

9. ADJOURNMENT:

Hearing no further business to come before the Commission, a motion was made by Mayor Pro-tem Oliver Wolcott and seconded by Commissioner Colleen Pobur for adjournment of the meeting at 7:53 p.m.

MOTION PASSED

DANIEL DWYER
MAYOR

LINDA LANGMESSER, CMC
CITY CLERK

AGREEMENT BETWEEN THE CHARTER TOWNSHIP OF PLYMOUTH AND THE CITY OF PLYMOUTH REGARDING POST-TERMINATION FIREFIGHTER HEALTH CARE COSTS THROUGH DECEMBER 31, 2015

THIS AGREEMENT BETWEEN THE CHARTER TOWNSHIP OF PLYMOUTH AND THE CITY OF PLYMOUTH REGARDING POST-TERMINATION FIREFIGHTER HEALTH CARE COSTS THROUGH DECEMBER 31, 2015 ("Agreement") is made on _____, 2016, ("Effective Date"), by and between THE CHARTER TOWNSHIP OF PLYMOUTH ("Township"), a municipal corporation located in Wayne County, Michigan, and THE CITY OF PLYMOUTH ("City"), a municipal corporation located in Wayne County, Michigan (Township and City are collectively "Parties").

WHEREAS, on November 22, 1994, Township and City executed the Intergovernmental Fire Services Agreement Between The Charter Township of Plymouth and The City of Plymouth ("IGA");

WHEREAS, the IGA consolidated the Parties' fire services into a joint fire service, the Plymouth Community Fire Department ("Joint Fire Department");

WHEREAS, on September 14, 1999, Township and City executed the 1st Modified Intergovernmental Fire Service Agreement Between The Charter Township of Plymouth and The City of Plymouth ("Amended IGA");

WHEREAS, the Amended IGA, *inter alia,* added § 11(e) "Post Termination Health Care/Retirement Benefit Costs," which, in part, provided that the Parties, after termination of the Amended IGA, would continue to split any post termination health care costs and medical benefit costs attributable to service by employees performed under the Amended IGA which the Parties both refer to as "health care costs." "Health care costs" include health and medical benefits and costs such as, by way of example, medical, vision, prescription, and dental benefit premiums and costs, as well as co-pays as authorized by Township contracts or agreements with the individuals covered by this Agreement, less any payments to Township from former employees.

WHEREAS, on October 6, 2010, City gave formal notice to Township that City wished to terminate its participation in the Amended IGA, effective December 31, 2011;

WHEREAS, the Amended IGA ended on December 31, 2011 pursuant to City's October 6, 2010 formal notice;

WHEREAS, after City terminated its participation in the Amended IGA, certain unresolved issues related to City's termination of its participation in the Amended IGA arose, including firefighter health care costs, which is the sole subject of this Agreement;

WHEREAS, the Parties wish to resolve the firefighter health care costs issue, as to any firefighter health care costs incurred by Township through December 31, 2015, at this time, while continuing to negotiate resolutions on other Amended IGA issues.

TERMS AND CONDITIONS

ACCORDINGLY, in consideration for the promises and obligations assumed in this Agreement, the receipt and adequacy of which Township and City acknowledge, the Parties agree as follow:

1. **Recitals.** The Parties incorporate the above recitals by reference.

2. **Lump Sum Payment To Township.** In consideration of this Agreement's terms, covenants, and conditions, City agrees to pay Township the sum of THREE HUNDRED THIRTY THOUSAND FIVE HUNDRED FIFTY EIGHT AND 22/100 U.S. DOLLARS ($330, 558.22) via check, payable to The Charter Township of Plymouth, for health care costs paid by Township on behalf of City through December 31, 2015. City shall deliver the check to Township's Treasurer, Ron Edwards, at 9955 N. Haggerty Rd., Plymouth, Michigan 48170 within thirty (30) days of the execution of this Agreement. Once this sum is paid by City to Township, City is no longer responsible nor liable for any firefighter health care costs pursuant to the Amended IGA mentioned above up to and through December 31, 2015. This payment shall constitute full and final payment of any money owed by City to Township for firefighter health care costs related in any way to the IGA or Amended IGA up to and through December 31, 2015. Township represents and agrees that it will not seek nor request any additional payment or money from City for any firefighter health care costs related to the IGA or Amended IGA prior to January 1, 2016, once the lump sum payment has been made by City to Township pursuant to this section of the Agreement.

3. **Authority to Bind.** Township Supervisor Shannon G. Price, as signatory for Township, represents and warrants that he has the authority to bind Township to this Agreement, and that he has obtained all necessary approvals from any other governing body, board, entity, or individual necessary to unconditionally bind Township to this Agreement. City Mayor Daniel A. Dwyer, as signatory for City, represents and warrants that he has the authority to bind City to this Agreement, and that he has obtained all necessary approvals from any other governing body, board, entity, or individual necessary to unconditionally bind City to this Agreement.

4. **Agreement Not Assignable.** The Parties agree that they cannot assign this Agreement. However, nothing in this Paragraph or Agreement shall limit this Agreement from binding the Parties' respective successors.

5. **Parties' Successors.** The Parties agree and understand that this Agreement shall be binding upon and inure to the benefit of their successors, and any successor of either Party

#'s Provided By Twp on 6/2/16 - corrections made for transposed months of Warren & Westfall, and subtracting Twp cost City paid for Matthews

Allocation of Fire Retiree Healthcare Costs to the City of Plymouth and the Charter Township of Plymouth

Employee	Retiree Contribution	Additional Payments	Health, Dental & Vision (net of co-pays) 2012	2013	2014	2015	High Deduct Payments	D+E+F+G+J Total Retiree HC Net of Co Pays	Employee Class.	Date of Hire	Total Months Worked	Joint Months Worked	P/O Joint %	K*Q Joint Cost	K-S City Cost	K-S Township Cost	S+T+U Total
														Allocation of Total Retiree HC (net of co-pays)			
Belsky, Donald	0%		$ 18,903.76	$ 20,648.08	$ 18,187.80	$ 11,582.28	$ -	$ 69,321.92	City	6/14/1969	319	11	3.45%	$ 2,390.41	$ 66,931.51	-	$ 69,321.92
Eldridge, Douglas	0%		$ 21,191.52	$ 22,768.56	$ 22,549.72	$ 20,735.56	$ 3,000.00	$ 90,245.36	City	6/1/1977	336	124	36.90%	$ 33,304.84	$ 56,940.52	-	$ 90,245.36
Groth, Larry	5%		$ 12,787.68	$ 13,992.88	$ 14,098.68	$ 13,914.16	$ -	$ 54,793.40	Twp	12/1/1968	405	104	25.68%	$ 14,070.40	-	$ 40,723.00	$ 54,793.40
Haar, James	0%	Pays for dependent	$ 23,263.08	$ 19,868.80	$ 20,543.64	$ 21,018.19	$ 2,732.80	$ 87,426.51	Twp	7/1/1979	342	155	45.32%	$ 39,623.13	-	$ 47,803.38	$ 87,426.51
Hahn, Donald	0%	Pays for dependent	$ 23,263.08	$ 20,002.99	$ 20,400.54	$ 21,071.05	$ 10,879.58	$ 95,617.24	Twp	2/2/1979	323	131	40.56%	$ 38,779.75	-	$ 56,837.49	$ 95,617.24
Honke, Fritz 81450	0%		$ 21,301.36	$ 23,045.68	$ 19,017.78	$ 6,060.97	$ -	$ 69,425.79	Twp	5/15/1960	428	11	2.57%	$ 1,784.31	-	$ 67,641.48	$ 69,425.79
Jury, James	20%		$ 5,372.58	$ 15,772.86	$ 6,266.89	$ 6,703.89	$ 924.72	$ 35,040.94	Twp	8/1/1987	301	203	67.44%	$ 23,632.26	-	$ 11,408.68	$ 35,040.94
King, Martin	0%		$ 22,696.64	$ 19,542.80	$ 20,543.64	$ 17,008.05	$ 5,394.45	$ 85,185.58	Twp	1/14/1981	347	178	51.30%	$ 43,697.50	-	$ 41,488.08	$ 85,185.58
Knupp, Fred 111275	0%		$ 20,025.76	$ 21,770.08	$ 19,309.80	$ 11,582.28	$ -	$ 72,687.92	Twp	5/15/1960	416	0	0.00%	$ -	-	$ 72,687.92	$ 72,687.92
Maas, Carlos 130100	0%		$ 12,055.92	$ 11,920.24	$ 10,768.96	$ 5,830.80	$ -	$ 40,575.92	Twp	10/1/1952	395	0	0.00%	$ -	-	$ 40,575.92	$ 40,575.92
Maycock, Randolph	0%		$ 23,263.08	$ 20,014.96	$ 20,389.32	$ 18,571.10	$ 1,919.96	$ 84,158.42	Twp	2/1/1972	437	160	36.61%	$ 30,813.15	-	$ 53,345.27	$ 84,158.42
Mc Durmon, Donald	0%		$ 9,619.76	$ 8,288.52	$ 8,709.20	$ 8,792.48	$ 9,620.12	$ 45,030.08	Twp	2/1/1979	332	140	42.17%	$ 18,988.59	-	$ 26,041.49	$ 45,030.08
Miller, Clayton	0%		$ 9,619.76	$ 8,288.52	$ 7,002.50	$ 4,773.60	$ 3,053.04	$ 32,737.42	Twp	4/11/1973	263	0	0.00%	$ -	-	$ 32,737.42	$ 32,737.42
Mothersbaugh, Frank	0%		$ 18,903.77	$ 20,648.08	$ 18,187.80	$ 11,582.28	$ -	$ 69,321.93	Twp	7/2/1973	234	0	0.00%	$ -	-	$ 69,321.93	$ 69,321.93
Rainey, Paul	0%	Pays for dependent	$ 23,263.08	$ 20,014.96	$ 20,389.32	$ 21,172.12	$ 17,239.95	$ 102,079.43	Twp	1/9/1980	335	154	45.97%	$ 46,926.07	-	$ 55,153.36	$ 102,079.43
Russo, Charles	20%		$ 6,033.59	$ 15,406.48	$ 14,649.92	$ 16,371.66	$ 11,681.02	$ 64,142.67	Twp	8/5/1987	300	203	67.67%	$ 43,403.21	-	$ 20,739.46	$ 64,142.67
Valensky, James	0%		$ 22,696.64	$ 19,542.80	$ 20,543.64	$ 20,735.56	$ 599.45	$ 84,118.09	City	3/20/1980	328	150	45.73%	$ 38,468.64	$ 45,649.45	-	$ 84,118.09
Van Vleck, Charles	0%		$ 15,533.16	$ 14,413.88	$ 11,360.26	$ 5,204.64	$ -	$ 46,511.94	Twp	8/25/1971	384	103	26.82%	$ 12,475.86	-	$ 34,036.08	$ 46,511.94
Warren, William	0%	Pays for enhanced plan	$ 21,191.52	$ 22,768.56	$ 22,549.72	$ 15,901.42	$ -	$ 82,411.22	City	3/17/1980	305	127	41.64%	$ 34,315.49	$ 48,095.73	-	$ 82,411.22
Westfall, Gregory	0%		$ 23,263.08	$ 19,714.96	$ 20,389.32	$ 21,172.12	$ 3,702.60	$ 88,242.08	Twp	7/9/1979	344	125	36.34%	$ 32,064.71	-	$ 56,177.37	$ 88,242.08
Wendall, Mark	20%		$ -	$ -	$ -	$ 11,718.54	$ 6,009.40	$ 17,727.94	Twp	11/1/1976	426	203	47.65%	$ 8,447.82	-	$ 9,280.12	$ 17,727.94
			$ 354,248.82	$ 358,434.69	$ 335,858.45	$ 291,502.75	$ 76,757.09	$ 1,416,801.80						$ 463,186.13	$ 217,617.21	$ 735,998.46	$ 1,416,801.80
Matthews, Al			*$ 8,353.92*	*$ 8,559.36*	*$ 8,706.72*	*$ 9,510.72*		*$ 35,130.72*	*City*	*7/22/1967*	*393*	*63*	*16.03%*	*$ 5,631.64*		*$ 4,223.73*	*(City paid twp cost-subtracted from amount city owes)*

Health Care cost include premium plus additional high deductible payments made by Township on behalf of employee. This varies by each employee due to health care usage.

All future empolyees will be at 20% of computed premium.

City % of Joint Cost (25%)	$ 115,796.53		
Twp % of Joint Cost (75%)	$ 347,389.60		
	$ 463,186.13		
City % of Joint Cost (25%)		$115,796.53	
Twp % of Joint Cost (75%)			$347,389.60
Total Cost to Each Entity		**$333,413.75**	**$1,083,388.06**	**$1,416,801.80**
Total Cost to City		**$330,558.22**	

AGREED AND APPROVED:

THE CITY OF PLYMOUTH

_____

DAN A. DWYER,
as Mayor of The City of Plymouth

Dated:_____

STATE OF MICHIGAN)

COUNTY OF _____)

I hereby certify that on _____, 2016 the foregoing Settlement Agreement was produced to me in the above County, and acknowledged before me by Daniel A. Dwyer, Mayor of the City of Plymouth, and acknowledged to be the act and deed of the City of Plymouth.

Subscribed and sworn to before me
this ___ day of _____, 2016.

_____
By: _____, Notary Public
_____ County, State of Michigan
My Commission Expires: _____

AGREED AND APPROVED:

THE CHARTER TOWNSHIP OF PLYMOUTH

_____

SHANNON PRICE
as Supervisor of the Charter Township of Plymouth

Dated:_____

STATE OF MICHIGAN)

COUNTY OF _____)

I hereby certify that on _____, 2016 the foregoing Settlement Agreement was produced to me in the above County, and acknowledged before me by Shannon Price, Supervisor of the Charter Township of Plymouth and acknowledged to be the act and deed of The Charter Township of Plymouth.

Subscribed and sworn to before me
this ___ day of _____, 2016.

_____
By: _____, Notary Public
_____ County, State of Michigan
My Commission Expires: _____

BUDGET ADJUSTMENT SUMMARY

FOURTH QUARTER - FY 15-16 (AMENDED 6/16/2016 BY CITY COMMISSION)

FUND DEPT./ACTIVITY		Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
GENERAL FUND REVENUE:	**#101**							
Property Taxes		5,014,460	-	(12,100)	(31,890)	(15,600)	(59,590)	4,954,870
Licenses & Permits		5,100	-	-	-	-	-	5,100
Federal/State Grants		-	-	-	-	33,600	33,600	33,600
State-Shared Revenues		858,030	-	-	(36,160)	-	(36,160)	821,870
Charges for Services		730,530	-	-	4,640	(2,900)	1,740	732,270
Cemetery Revenues		146,000	-	20,000	(5,000)	(9,000)	6,000	152,000
Parking Revenues		69,400	-	(16,000)	(4,000)	2,280	(17,720)	51,680
Other Operating Revenues		845,180	-	(104,000)	(14,200)	29,600	(88,600)	756,580
Appropriation of Surplus		80,000	-	136,100	227,550	368,790	732,440	812,440
Total Operating Revenue		7,748,700	-	24,000	140,940	406,770	571,710	8,320,410
Transfers In From Other Sources		500	-	500	-	(600)	(100)	400
Total Revenue All Classes		7,749,200	-	24,500	140,940	406,170	571,610	8,320,810
GENERAL FUND EXP:	**#101**							
City Commission		69,130	3,200	1,000	5,500	-	9,700	78,830
City Manager		339,280	-	5,600	(2,210)	800	4,190	343,470
Legal Services		135,800	-	(17,000)	(3,000)	-	(20,000)	115,800
Finance Department		490,420	-	-	(4,320)	700	(3,620)	486,800
City Clerk/Elections		216,510	-	-	(2,950)	(1,050)	(4,000)	212,510
Management Information Services		233,740	-	-	(3,710)	200	(3,510)	230,230
Cemetery		141,670	250	3,320	4,440	9,500	17,510	159,180
Police Department		3,690,500	-	(13,400)	(16,700)	(20,600)	(50,700)	3,639,800
Fire Department		820,840	300	-	213,700	339,060	553,060	1,373,900
DPW Administration		195,820	1,000	2,050	5,070	(5,500)	2,620	198,440
City Hall Maintenance		79,200	2,000	11,490	4,240	15,000	32,730	111,930
Parks & Public Property		162,740	-	9,000	(310)	7,500	16,190	178,930
DPW Yard Maintenance		59,340	650	3,400	(40)	3,200	7,210	66,550
Street Lighting		190,000	-	-	-	-	-	190,000
Miscellaneous MSD Services		4,330	-	-	(30)	-	(30)	4,300
Bathey Maintenance Expense		1,360	-	-	(20)	-	(20)	1,340
Special Events		125,040	500	23,000	(150)	11,000	34,350	159,390
Parking System		39,360	-	2,300	18,400	-	20,700	60,060
MSD Services - DDA		86,120	-	35,000	8,690	8,000	51,690	137,810
Other Functions		149,250	-	17,000	11,500	1,000	29,500	178,750
Capital Outlay		197,800	1,000	(33,000)	(63,000)	(500)	(95,500)	102,300
Debt Service		61,390	-	-	-	3,700	3,700	65,090
Tot. Gen'l Operating Expenditures		7,489,640	8,900	49,760	175,100	372,010	605,770	8,095,410
Transfers Out to Other Sources		225,400	-	-	-	-	-	225,400
Contingency		34,160	(8,900)	(25,260)	(34,160)	34,160	(34,160)	-
Total Expenditures		7,749,200	-	24,500	140,940	406,170	571,610	8,320,810

BUDGET ADJUSTMENT SUMMARY

FOURTH QUARTER - FY 15-16 (AMENDED 6/16/2016 BY CITY COMMISSION)

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
MAJOR ST FUND REV:	**#202**							
Gas & Weight Taxes		384,270	-	-	-	-	-	384,270
Contrib & Other		10	-	-	-	-	-	10
Appropriation of Surplus		-	-	-	-	-	-	-
TOTAL REVENUE		384,280	-	-	-	-	-	384,280
MAJOR ST FUND EXP:	**#202**							
Administration/Debt		102,500	-	-	(90)	-	(90)	102,410
Routine Maintenance		46,430	9,500	10,680	4,490	5,500	30,170	76,600
Stormwater System Maintenance		3,000	-	-	-	-	-	3,000
Traffic Signal Maintenance		28,210	-	7,400	49,970	1,500	58,870	87,080
Snow & Ice Control		66,890	-	1,300	15,750	-	17,050	83,940
Road Construction		50,000	-	-	(70,120)	(1,430)	(71,550)	(21,550)
Contingency		87,250	(9,500)	(19,380)	-	(5,570)	(34,450)	52,800
TOTAL EXPENDITURES		384,280	-	-	-	-	-	384,280

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
LOCAL ST FUND REV:	**#203**							
Gas & Weight taxes		166,030	-	-	-	63,200	63,200	229,230
Contrib & Other		98,270	-	-	-	520	520	98,790
Appropriation of Surplus		-	-	-	-	-	-	-
TOTAL REVENUE		264,300	-	-	-	63,720	63,720	328,020
LOCAL ST FUND EXP:	**#203**							
Administration/Debt		7,440	-	-	(90)	-	(90)	7,350
Routine Maintenance		93,140	-	8,500	3,630	13,000	25,130	118,270
Stormwater System Maintenance		3,000	-	-	14,400	-	14,400	17,400
Traffic Signal Maintenance		19,730	-	-	(190)	6,500	6,310	26,040
Snow & Ice Control		44,780	-	-	-	-	-	44,780
Road Construction		50,000	-	-	(17,750)	-	(17,750)	32,250
Contingency		46,210	-	(8,500)	-	44,220	35,720	81,930
TOTAL EXPENDITURES		264,300	-	-	-	63,720	63,720	328,020

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
RECREATION FUND REV:	**#208**							
Cultural Center Revenues		580,000	-	-	(29,000)	7,300	(21,700)	558,300
Transfer from General Fund		200,000	-	-	-	-	-	200,000
Administrative Charges		50	-	-	-	-	-	50
Program Fees & Charges		359,200	-	44,000	(29,000)	(16,500)	(1,500)	357,700
Appropriation of Surplus		46,000	-	-	155,760	(6,070)	149,690	195,690
TOTAL REVENUE		1,185,250	-	44,000	97,760	(15,270)	126,490	1,311,740
RECREATION FUND EXP:	**#208**							
Cultural Center & Administration		878,730	(1,000)	(6,000)	90,950	(2,000)	81,950	960,680
Recreation Services		42,970	1,000	160	3,800	-	4,960	47,930
Youth Athletics		13,620	-	-	-	3,000	3,000	16,620
Miracle League		9,100	-	-	-	1,000	1,000	10,100
PCHA		41,220	-	46,740	-	-	46,740	87,960
PCHA - Mini Mites		23,140	-	-	-	-	-	23,140
MSD Services		8,640	-	3,500	3,010	-	6,510	15,150
Soccer		113,900	-	-	-	(7,500)	(7,500)	106,400
Liquor		5,520	-	-	-	-	-	5,520
Classes & Special Events		39,420	-	-	-	(7,000)	(7,000)	32,420
Therapeutic Program		1,000	-	-	-	-	-	1,000
Senior Programs-Classes		6,820	-	-	-	(2,000)	(2,000)	4,820
Contingency		1,170	-	(400)	-	(770)	(1,170)	-
TOTAL EXPENDITURES		1,185,250	-	44,000	97,760	(15,270)	126,490	1,311,740

BUDGET ADJUSTMENT SUMMARY

FOURTH QUARTER - FY 15-16 (AMENDED 6/16/2016 BY CITY COMMISSION)

PARC FUND REV:	**#209**							
Contrib. & Other		-	-	85,000	-	3,000	88,000	88,000
Appropriation of Surplus		-	-	-	-	-	-	-
TOTAL REVENUES		-	-	85,000	-	3,000	88,000	88,000
PARC FUND EXP:	**#209**							
Contractual & Other		-	-	78,000	5,000	3,000	86,000	86,000
Contingency		-	-	7,000	(5,000)		2,000	2,000
TOTAL EXPENDITURES		-	-	85,000	-	3,000	88,000	88,000

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
SOLID WASTE FUND REV:	**#226**							
Property Taxes		836,840	-	-	-	2,490	2,490	839,330
Sales of Service		371,220	-	-	-	(2,500)	(2,500)	368,720
Appropriation of Surplus		-	-	-	-		-	-
TOTAL REVENUE		1,208,060	-	-	-	(10)	(10)	1,208,050
SOLID WASTE FUND EXP:	**#226**							
Operating Expenses		1,187,910	1,230	2,000	(5,850)	(34,500)	(37,120)	1,150,790
Landfill Closure		-	-	-	-	-	-	-
Contingency		20,150	(1,230)	(2,000)	5,850	34,490	37,110	57,260
TOTAL EXPENDITURES		1,208,060	-	-	-	(10)	(10)	1,208,050

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
PARKING FUND REV:	**#232**							
Contrib. & Other		10	-	-	-	-	-	10
Appropriation of Surplus		-	-	-	-	-	-	-
TOTAL REVENUES		10	-	-	-	-	-	10
PARKING FUND EXP:	**#232**							
Parking Improvements		-	-	-	-	-	-	-
Contingency		10	-	-	-	-	-	10
TOTAL EXPENDITURES		10	-	-	-	-	-	10

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
DDA OPER FUND REV:	**#248**							
Property Taxes-Non School		896,350	-	-	2,300	-	2,300	898,650
Program Fees & Other		75,150	-	-	46,950	-	46,950	122,100
Appropriation of Surplus		-	-	-	-	-	-	-
TOTAL REVENUES		971,500	-	-	49,250	-	49,250	1,020,750
DDA OPER FUND EXP:	**#248**							
Administration		241,930	-	-	(11,460)	-	(11,460)	230,470
Police Services		18,710	-	-	-	-	-	18,710
Parking System		37,970	-	-	-	-	-	37,970
Saxton Parking Facility		-	-	-	84,730	-	84,730	84,730
DDA Marketing		88,700	-	-	-	-	-	88,700
Streetscape Maintenance		213,090	-	-	2,900	-	2,900	215,990
Capital Outlay		-	-	-	-	-	-	-
Contrib to DDA Debt Funds		277,100	22,000	-	-	-	22,000	299,100
Contrib to DDA Cap Imp Fund		20,000		-	31,000	-	31,000	51,000
Contingency		74,000	(22,000)	-	(57,920)	-	(79,920)	(5,920)
TOTAL EXPENDITURES		971,500	-	-	49,250	-	49,250	1,020,750

BUDGET ADJUSTMENT SUMMARY

FOURTH QUARTER - FY 15-16 (AMENDED 6/16/2016 BY CITY COMMISSION)

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
BLDG & ENGINEERING FD REV:	**#249**							
Permit Fees		326,480	141,800	141,750	53,500	40,000	377,050	703,530
Contrib. & Other		19,830	500	1,000	(3,930)	(11,500)	(13,930)	5,900
Appropriation of Surplus		-	-	-	-	-	-	-
TOTAL REVENUES		346,310	142,300	142,750	49,570	28,500	363,120	709,430
BLDG & ENGINEERING FD EXP:	**#249**							
Engineering/Inspections		335,990	72,000	100,500	133,980	5,000	311,480	647,470
Capital Outlay		-	-	-	-	-	-	-
Contingency		10,320	70,300	42,250	(84,410)	23,500	51,640	61,960
TOTAL EXPENDITURES		346,310	142,300	142,750	49,570	28,500	363,120	709,430

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
NBHD SERVICES FUND REV:	**#252**							
Miscellaneous		112,340	-	(49,460)	(15,350)	(10,000)	(74,810)	37,530
Transfer from General Fund		25,400	-	-	-	-	-	25,400
Appropriation of Surplus		11,100	-	470	20,350	15,000	35,820	46,920
TOTAL REVENUES		148,840	-	(48,990)	5,000	5,000	(38,990)	109,850
NBHD SERVICES FUND EXP:	**#252**							
Administration		-	500	-	-	-	500	500
OVDA Community Center		2,000	-	-	-	-	-	2,000
Senior Transportation		144,840	400	(47,890)	5,000	5,000	(37,490)	107,350
Contingency		2,000	(900)	(1,100)	-	-	(2,000)	-
TOTAL EXPENDITURES		148,840	-	(48,990)	5,000	5,000	(38,990)	109,850

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
BROWNFIELD OPERATING FUND REV:	**#254**							
Captured Property Taxes		401,160	-	-		(70,760)	(70,760)	330,400
Contrib. & Other		10	-	-		150	150	160
Appropriation of Surplus		-	-	-	-	-	-	-
TOTAL REVENUES		401,170	-	-	-	(70,610)	(70,610)	330,560
BROWNFIELD OPERATING FUND EXP:	**#254**							
Administration		39,820	-	-	-	(7,060)	(7,060)	32,760
Remediation Reimbursements		361,340	-	-	-	(63,700)	(63,700)	297,640
Contrib. to Site Remediation Fund		-	-	-	-	-	-	-
Contingency		10	-	-	-	150	150	160
TOTAL EXPENDITURES		401,170	-	-	-	(70,610)	(70,610)	330,560

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
BROWNFIELD SITE REMEDIATION FUND REV:	**#255**							
Contrib. from BRA Operating Fund		-	-	-	-	-	-	-
Other		50	-	-	-	-	-	50
Appropriation of Surplus		-	-	-	-	-	-	-
TOTAL REVENUES		50	-	-	-	-	-	50
BROWNFIELD SITE REMEDIATION FUND EXP:	**#255**							
Administration		-	-	-	-	-	-	-
Remediation Payments		-	-	-	-	-	-	-
Contingency		50	-	-	-	-	-	50
TOTAL EXPENDITURES		50	-	-	-	-	-	50

BUDGET ADJUSTMENT SUMMARY

FOURTH QUARTER - FY 15-16 (AMENDED 6/16/2016 BY CITY COMMISSION)

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
DRUG LAW ENFORCEMENT FUND REV:	**#265**							
Miscellaneous		4,010	-	-	-	750	750	4,760
Appropriation of Surplus		1,990	-	-	-	1,000	1,000	2,990
TOTAL REVENUES		6,000	-	-	-	1,750	1,750	7,750
DRUG LAW ENFORCEMENT FUND EXP:	**#265**							
Police Department		6,000	-	-	-	1,750	1,750	7,750
Contingency		-	-	-	-	-	-	-
TOTAL EXPENDITURES		6,000	-	-	-	1,750	1,750	7,750

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
OWI FORFEITURE FUND REV:	**#266**							
Miscellaneous		6,010	-	-	-	2,000	2,000	8,010
Appropriation of Surplus		4,990	-	-	-	-	-	4,990
TOTAL REVENUES		11,000	-	-	-	2,000	2,000	13,000
OWI FORFEITURE FUND EXP:	**#266**							
Police Department		11,000	-	-	-	2,000	2,000	13,000
Contingency		-	-	-	-	-	-	-
TOTAL EXPENDITURES		11,000	-	-	-	2,000	2,000	13,000

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
OMNIBUS FORFEITURE FUND REV:	**#267**							
Miscellaneous		1,000	-	-	-	-	-	1,000
Appropriation of Surplus		5,500	-	-	-	-	-	5,500
TOTAL REVENUES		6,500	-	-	-	-	-	6,500
OMNIBUS FORFEITURE FUND EXP:	**#267**							
Police Department		6,500	-	-	-	-	-	6,500
Contingency		-	-	-	-	-	-	-
TOTAL EXPENDITURES		6,500	-	-	-	-	-	6,500

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
2006 LTGO CAP IMP DEBT RETMNT FD REV:	**#306**							
Contrib. & Other		122,800	-	-	-	-	-	122,800
Appropriation of Surplus		-	-	20	-	-	20	20
TOTAL REVENUES		122,800	-	20	-	-	20	122,820
2006 LTGO CAP IMP DEBT RETMNT FD EXP:	**#306**							
Debt Service		122,770	-	50	-	-	50	122,820
Contrib. & Other		-	-	-	-	-	-	-
Contingency		30	-	(30)	-	-	(30)	-
TOTAL EXPENDITURES		122,800	-	20	-	-	20	122,820

BUDGET ADJUSTMENT SUMMARY

FOURTH QUARTER - FY 15-16 (AMENDED 6/16/2016 BY CITY COMMISSION)

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
2008 GO DEBT RETMNT FD REV:	**#308**							
Contrib. & Other		542,620	-	-	-	(1,670)	(1,670)	540,950
Appropriation of Surplus		940	-	-	-	1,670	1,670	2,610
TOTAL REVENUES		543,560	-	-	-	-	-	543,560
2008 GO DEBT RETMNT FD EXP:	**#308**							
Debt Service		543,560	-	-	-	-	-	543,560
Contrib. & Other		-	-	-	-	-	-	-
Contingency		-	-	-	-	-	-	-
TOTAL EXPENDITURES		543,560	-	-	-	-	-	543,560

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
2012 LTGO DEBT RETMNT FD REV:	**#312**							
Contrib. & Other		367,740	-	-	-	(4,770)	(4,770)	362,970
Appropriation of Surplus		2,710	-	-	-	4,770	4,770	7,480
TOTAL REVENUES		370,450	-	-	-	-	-	370,450
2012 LTGO DEBT RETMNT FD EXP:	**#312**							
Debt Service		370,450	-	-	-	-	-	370,450
Contrib. & Other		-	-	-	-	-	-	-
Contingency		-	-	-	-	-	-	-
TOTAL EXPENDITURES		370,450	-	-	-	-	-	370,450

2014 LTGO REF BD DEBT RETMNT FD REV:	**#314**							
Contrib. & Other		394,750	-	-	-	(5,140)	(5,140)	389,610
Appropriation of Surplus		14,850	-	-	-	4,640	4,640	19,490
TOTAL REVENUES		409,600	-	-	-	(500)	(500)	409,100
2014 LTGO REF BD DEBT RETMNT FD EXP:	**#314**							
Debt Service		409,250	-	-	-	(500)	(500)	408,750
Contrib. & Other		350	-	-	-	-	-	350
Contingency		-	-	-	-	-	-	-
TOTAL EXPENDITURES		409,600	-	-	-	(500)	(500)	409,100

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
2015 LTGO CAP IMP BOND DEBT RETMNT FD-DDA REV:	**#315**							
Contrib. & Other		370,850	(266,600)	-	-	-	(266,600)	104,250
Appropriation of Surplus		-	-	-	-	-	-	-
TOTAL REVENUES		370,850	(266,600)	-	-	-	(266,600)	104,250
2015 LTGO CAP IMP BOND DEBT RETMNT FD-DDA EXP:	**#315**							
Debt Service		370,800	(266,600)	-	-	-	(266,600)	104,200
Contrib. & Other		-	-	-	-	-	-	-
Contingency		50	-	-	-	-	-	50
TOTAL EXPENDITURES		370,850	(266,600)	-	-	-	(266,600)	104,250

BUDGET ADJUSTMENT SUMMARY

FOURTH QUARTER - FY 15-16 (AMENDED 6/16/2016 BY CITY COMMISSION)

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
2015 LTGO CAP IMP BOND DEBT RETMNT FD-W/S REV: #316							
Contrib. & Other	-	266,600	-	-	-	266,600	266,600
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	-	266,600	-	-	-	266,600	266,600
2015 LTGO CAP IMP BOND DEBT RETMNT FD-W/S EXP: #316							
Debt Service	-	266,600	-	-	-	266,600	266,600
Contrib. & Other	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	266,600	-	-	-	266,600	266,600

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
PUBLIC IMPROVEMENT FUND REV: #401							
Contrib. & Other	50	-	-	-	-	-	50
Appropriation of Surplus	155,000	-	-	-	-	-	155,000
TOTAL REVENUES	155,050	-	-	-	-	-	155,050
PUBLIC IMPROVEMENT FUND EXP: #401							
Capital Improvements	155,000	-	-	-	-	-	155,000
Contingency	50	-	-	-	-	-	50
TOTAL EXPENDITURES	155,050	-	-	-	-	-	155,050

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
RECREATION CAP IMP FUND REV: #402							
Contrib. & Other	4,050	-	-	109,700	44,570	154,270	158,320
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	4,050	-	-	109,700	44,570	154,270	158,320
RECREATION CAP IMP FUND EXP: #402							
Capital Improvements	-	-	-	113,750	44,570	158,320	158,320
Contingency	4,050	-	-	(4,050)	-	(4,050)	-
TOTAL EXPENDITURES	4,050	-	-	109,700	44,570	154,270	158,320

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
DDA CAP IMP FUND REV: #405							
Contrib. & Other	20,050	27,000	-	36,000	-	63,000	83,050
Appropriation of Surplus	15,000	-	-	-	-	-	15,000
TOTAL REVENUES	35,050	27,000	-	36,000	-	63,000	98,050
DDA CAP IMP FUND EXP: #405							
Capital Improvements	35,000	27,000	-	36,000	-	63,000	98,000
Contingency	50	-	-	-	-	-	50
TOTAL EXPENDITURES	35,050	27,000	-	36,000	-	63,000	98,050

BUDGET ADJUSTMENT SUMMARY
FOURTH QUARTER - FY 15-16 (AMENDED 6/16/2016 BY CITY COMMISSION)

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
2012 GO BOND CONSTRUCTION FD REV:	**#470**							
Contrib. & Other		800	-	-	-	-	-	800
Appropriation of Surplus		1,927,114	-	-	-	-	-	1,927,114
TOTAL REVENUES		1,927,914	-	-	-	-	-	1,927,914
2012 GO BOND CONSTRUCTION FD EXP:	**#470**							
Street Construction		1,927,914	-	-	-	-	-	1,927,914
Contrib. & Other		-	-	-	-	-	-	-
Contingency		-	-	-	-	-	-	-
TOTAL EXPENDITURES		1,927,914	-	-	-	-	-	1,927,914

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
2015 LTGO CAP IMP BOND CONSTR FD-DDA REV:	**#475**							
Contrib. & Other		1,000	(570)	-	-	-	(570)	430
Appropriation of Surplus		1,113,630	(1,054,960)	-	200,650	-	(854,310)	259,320
TOTAL REVENUES		1,114,630	(1,055,530)	-	200,650	-	(854,880)	259,750
2015 LTGO CAP IMP BOND CONSTR FD-DDA EXP:	**#475**							
Utility Construction/Parking Acquisition		979,330	(979,330)	-	200,650	-	(778,680)	200,650
Contrib. & Other		135,300	(76,200)	-	-	-	(76,200)	59,100
Contingency		-	-	-	-	-	-	-
TOTAL EXPENDITURES		1,114,630	(1,055,530)	-	200,650	-	(854,880)	259,750

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
2015 LTGO CAP IMP BOND CONSTR FD-W/S REV:	**#476**							
Contrib. & Other		-	570	-	-	-	570	570
Appropriation of Surplus		-	1,054,960	-	298,640	-	1,353,600	1,353,600
TOTAL REVENUES		-	1,055,530	-	298,640	-	1,354,170	1,354,170
2015 LTGO CAP IMP BOND CONSTR FD-W/S EXP:	**#476**							
Utility Construction/Parking Acquisition		-	979,330	-	270,000	-	1,249,330	1,249,330
Contrib. & Other		-	76,200	-	-	-	76,200	76,200
Contingency		-	-	-	28,640	-	28,640	28,640
TOTAL EXPENDITURES		-	1,055,530	-	298,640	-	1,354,170	1,354,170

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
W/S CAPITAL IMPROVEMENT FUND REV:	**#560**							
Contrib. & Other		150,800	-	-	-	-	-	150,800
Appropriation of Surplus		-	-	-	-	-	-	-
TOTAL REVENUES		150,800	-	-	-	-	-	150,800
W/S CAPITAL IMPROVEMENT FUND REV:	**#560**							
Utility Construction		-	72,000	-	-	-	72,000	72,000
Contingency		150,800	(72,000)	-	-	-	(72,000)	78,800
TOTAL EXPENDITURES		150,800	-	-	-	-	-	150,800

BUDGET ADJUSTMENT SUMMARY

FOURTH QUARTER - FY 15-16 (AMENDED 6/16/2016 BY CITY COMMISSION)

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
WATER/SEWER OPER FUND REV: #592							
Sales & Service Charges	4,539,610	-	-	(231,000)	(456,000)	(687,000)	3,852,610
Sale of Bonds	-	-	-	-	-	-	-
Appropriation of Surplus	-	-	137,880	-	201,500	339,380	339,380
TOTAL REVENUES	4,539,610	-	137,880	(231,000)	(254,500)	(347,620)	4,191,990
WATER/SEWER OPER FUND EXP: #592							
Administration	3,812,920	-	234,000	(231,960)	(32,800)	(30,760)	3,782,160
Trunk & Lateral	197,990	-	-	(2,250)	(74,800)	(77,050)	120,940
Mains Maintenance	171,410	-	130	(910)	(59,100)	(59,880)	111,530
Meter Maintenance	165,370	-	-	(2,250)	(56,900)	(59,150)	106,220
Service Maintenance	45,310	-	3,750	(410)	(4,200)	(860)	44,450
Hydrant Maintenance	40,000	-	-	(310)	(13,000)	(13,310)	26,690
Capital Outlay	-	-	-	-	-	-	-
Contingency	106,610	-	(100,000)	7,090	(13,700)	(106,610)	-
TOTAL EXPENDITURES	4,539,610	-	137,880	(231,000)	(254,500)	(347,620)	4,191,990

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
EQUIPMENT FUND REV: #661							
Miscellaneous	820,010	312,100	(120,000)	(66,200)	(67,000)	58,900	878,910
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	820,010	312,100	(120,000)	(66,200)	(67,000)	58,900	878,910
EQUIPMENT FUND EXP: #661							
Miscellaneous	744,300	500	-	(72,420)	(13,400)	(85,320)	658,980
Contingency	75,710	311,600	(120,000)	6,220	(53,600)	144,220	219,930
TOTAL EXPENDITURES	820,010	312,100	(120,000)	(66,200)	(67,000)	58,900	878,910

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
CEMETERY TRUST FUND REV: #711							
Miscellaneous	10,500	-	8,500	-	(600)	7,900	18,400
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	10,500	-	8,500	-	(600)	7,900	18,400
CEMETERY TRUST FUND EXP: #711							
Miscellaneous	500	-	500	-	(600)	(100)	400
Contingency	10,000	-	8,000	-	-	8,000	18,000
TOTAL EXPENDITURES	10,500	-	8,500	-	(600)	7,900	18,400

City of Plymouth
SPECIAL EVENT APPLICATION

>> FEES WILL BE CHARGED FOR ALL SPECIAL EVENTS <<

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.

Sponsoring Organization's Legal Name Old Village Association

Ph# 517-712-0440 Fax# — Email latricia_art@yahoo.com Website

Address 638 Starkweather City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name Latricia Horstman **Title** Pres.

Ph# 517-712-0440 Fax# — Email latricia_art@yahoo.com Cell# 517-712-0440

Address 638 Starkweather City Plymouth State MI Zip 48170

Event Name Bumpers Bikes & Bands

Event Purpose Car Show - to raise $ for beautification projects

Event Date(s) July 17, 2016

Event Times 11 am - 3pm

Event Location on Starkweather St. from Spring to Division, & Liberty from Davis to Mill.

What Kind Of Activities? Car Show, bands performing live, vendors

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

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.)

Annual event, we have a car and motorcycle show up and down the streets. Vendors set up, including a silent auction. Live bands perform on the corner of Starkweather and Liberty Streets.

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): third sunday 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 ☐

* Bars are open day of

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

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

-2 portable toilets, same as last year.
-2 police officers

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:

On liberty in front of Hermann's Bar – we will have this street closed for vendors & cars.

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.

5/23/16
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 Old Village Assoc. *(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 Bumpers BBQ & Bands *(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 5/23/16

Witness _____ Date _____

EVENT REVIEW **EVENT NAME:** Burgers Bikes + Bands

(note: all fees are only initial estimates and can increase upon assessment of services after the close of the event).

MUNICIPAL SERVICES: **Approved** ☒ **Denied** ☐ (list reason for denial) **Initial** CP

$250 Bathroom Cleaning Fee Per Day of Event? **YES** ☐ **NO** ☒

Regular Time Costs: $ Overtime Costs: $ Equipment & Materials Costs: $

BARRICADE DROP OFF / PU $125
TRUCK $22
PORT-A-JOHNS APPROX $150

POLICE: **Approved** ☒ **Denied** ☐ (list reason for denial) **Initial** MB/PJ

Regular Time Costs: $ Overtime Costs: $ APPROX $380 Equipment & Materials Costs: $

1 officer @ 5 hrs

FIRE: **Approved** ☒ **Denied** ☐ (list reason for denial) **Initial** JE

Regular Time Costs: $ Approx $300 Overtime Costs: $ Equipment & Materials Costs: $

Engine + Squad 4 Firefighters

HVA: **Approved** ☐ **Denied** ☐ (list reason for denial) **Initial**

Regular Time Costs: $ Overtime Costs: $ Equipment & Materials Costs: $

DDA: **Approved** ☒ **Denied** ☐ (list reason for denial) **Initial** TB

Regular Time Costs: $ Ø Overtime Costs: $ Equipment & Materials Costs: $

RISK MANAGEMENT: **Approved** ☒ **Denied** ☐ (list reason for denial) **Initial** MB

Class I – Low Hazard	☐	
Class II – Moderate Hazard	☒	**CERTIFICATE OF INSURANCE NEEDED PRIOR TO EVENT**
Class III – High Hazard	☐	**Naming City of Plymouth as 'Additional Insured'**
Class IV – Severe Hazard	☐	

APPROVED: _____ **NOT APPROVED:** _____ **DATE:** _____

SITE FEE APPLIED TO ALL EVENTS

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Mayor & City Commission

From: Paul J. Sincock – City Manager

CC: *S:\MANAGER\Sincock Files\Memorandum - Charter Amendment Election Filing Timing 07-05-16.doc*

Date: 6/30/2016

Re: Charter Amendment - Election Filing Timing

BACKGROUND:

There was a matter brought before the City Commission recently that indicated that our City Charter was in conflict with State Law related to filing for elections. Since State Law supersedes the City Charter we are required to update our Charter to come into compliance with the State.

The City Clerk has reviewed the information related to changing the Charter to comply with the State Law and the way that we operate. It is necessary for the City Commission to authorize a Charter Amendment on the upcoming November election. In order for this to move forward the City Commission must adopt a Resolution by a super majority to place this matter on the ballot.

The issue that would be put to the voters is to comply with State Law, which indicates that persons running for City Commission shall file a petition with the City Clerk, no later than allowed by State Law. The current City Charter allows the candidates to file up to the 12th Tuesday prior to the Primary. Again, the change is required to update our Charter with State Law, which we are required to follow no matter what our Charter states and this change also accommodates any future change in State Law, by removing the requirement from the Charter of the 15th Tuesday before the election.

RECOMMENDATION:

The City Administration recommends to the City Commission that they adopt the proposed Resolution to allow the City Clerk to proceed to obtain the necessary approvals to place this on the ballot in November of 2016.

Should you have any questions in advance of the meeting please feel free to contact the City Clerk.

PLUNKETT COONEY

June 27, 2016

CONFIDENTIAL ~ ATTORNEY-CLIENT COMMUNICATION

VIA ELECTRONIC MAIL

Linda Langmesser
City Clerk
City of Plymouth
201 South Main Street
Plymouth, Michigan 48170

Re: Charter Amendment Procedure
File No. 09992.80533

Dear Linda:

Pursuant to your request, I am providing you with the procedures which must be followed with respect to a Charter amendment pursuant to Michigan law. The following must be done:

→ An amendment to an existing city charter maybe proposed by the legislative body of a city on a 3/5 vote of the members elect.

→ The amendment shall be submitted to the electors at the next regular municipal or general state election.

→ The proposed charter amendment to be submitted to the electors shall be published in full with the existing charter provision that will be altered or abrogated by the proposed charter amendment.

→ The purpose of the proposed charter amendment shall be designated on the ballot and not more than 100 words, exclusive of the caption, but shall consist of a true and impartial statement of the purpose of the amendment in language that does not create prejudice for or against the amendment.

→ The text of the above-mentioned statement shall be submitted to the attorney general for approval as to compliance with the state law requirements before being printed.

→ The proposed charter amendment in full shall be posted in a conspicuous place at each polling place.

→ The form in which a proposed charter amendment shall be approved on the ballot shall be determined by resolution of the legislative body.

→ Every amendment to a city charter, before its submission to the electors, shall be transmitted to the governor of the state for approval. If the governor does not approve the language, please contact me for the next steps.

→ A proposed city charter amendment shall be published as the legislative body may prescribe before submission to the electors.

→ If the charter amendment is approved, then two (2) printed copies thereof, with the vote for and against duly certified by the city clerk shall, within thirty (30) days after the vote is taken, be filed with the Secretary of State, in a like number with the county clerk of the county in which the city is located and shall thereupon become law, unless a different date for the taking effect of such charter amendment is specifically set forth therein.

At the City Commission meeting on June 17, 2016, it is my recollection that the City Commission approved the form and language of the charter amendment Section 10.9. My recommendation is that is the language we use for submission to the electors. If you would like to prepare the documents necessary to submit to the governor and the attorney general, I would be happy to review them before they are sent out or provide any assistance, if necessary.

For your convenience, I have highlighted the state law provisions that I am referencing in this letter and attach a copy of the same. Again, if you have any questions, please feel free to contact me.

Very truly yours,

PLUNKETT COONEY

Robert A. Marzano
Direct Dial: 248/594-6357
E-Mail: rmarzano@plunkettcooney.com

RAM:sli
Attachment
cc: Paul Sincock, City Manager (w/attachment) (via electronic mail)
*This is a computer generated transmission and therefore does not show a personalized signature.
Open.09992.80533.16547115-1

WESTLAW

Michigan Compiled Laws Annotated
Chapter 117. Home Rule Cities
the Home Rule City Act (Refs & Annos)
117.21. Charter amendments; proposal; submission to electors
Michigan Compiled Laws Annotated Chapter 117. Home Rule Cities (Approx. 2 pages)
M.C.L.A. 117.21

117.21. Charter amendments; proposal, submission to electors

Currentness

Sec. 21. (1) An amendment to an existing city charter, whether the charter was adopted under this act or formerly granted or passed by the legislature for the government of a city, may be proposed by the legislative body of a city on a $^3/_5$ vote of the members-elect or by an initiatory petition. If the amendment is proposed by the legislative body of the city, the amendment shall be submitted to the electors of the city at the next regular municipal or general state election, or at a special election, held not less than 60 days after the proposal of the amendment. If the amendment is proposed by an initiatory petition, the amendment shall be submitted to the electors of the city at the next regular municipal or general state election held in the city not less than 90 days after the filing of the petition.

(2) Proposed charter amendments and other questions to be submitted to the electors shall be published in full with existing charter provisions that would be altered or abrogated by the proposed charter amendment or other question. The purpose of the proposed charter amendment or question shall be designated on the ballot in not more than 100 words, exclusive of caption, that shall consist of a true and impartial statement of the purpose of the amendment or question in language that does not create prejudice for or against the amendment or question. The text of the statement shall be submitted to the attorney general for approval as to compliance with this requirement before being printed. In addition, the proposed charter amendment in full shall be posted in a conspicuous place in each polling place. The form in which a proposed charter amendment or question shall appear on the ballot, unless provided for in the initiatory petition, shall be determined by resolution of the legislative body, and if provided for by the initiatory petition, the legislative body may add an explanatory caption.

(3) A proposed charter amendment shall be confined to 1 subject. If the subject of a charter amendment includes more than 1 related proposition, each proposition shall be separately stated to afford an opportunity for an elector to vote for or against each proposition. If a proposed charter amendment is rejected at an election, the amendment shall not be resubmitted for a period of 2 years.

(4) A city charter formerly granted by a different act of the state legislature, including the charter of a city of the fourth class, that adopts or comes under any part of this act by amendment under this section, and not by general revision, adoption, or incorporation under this act, may again be amended under this section, as to the part or parts that are amended, by re- enacting under this section that part or parts of the original act of incorporation that existed before any amendment was made under this act. The part or parts of the original act of incorporation that are re-enacted shall not be construed as operating or coming under the provisions of this act in any manner, it being the intention to permit a city described in this subsection, to adopt by amendment any part of the provisions of this act permissible or to withdraw from the provisions of this act.

(5) Propositions and questions shall be proposed, initiated, submitted and canvassed in a manner similar to that provided for charter amendments.

Credits

NOTES OF DECISIONS (60)

In general
Construction and application, generally
Power to amend charter
Amendment or revision, generally
Proposition to amend
Formal requirements of amendments
Matters subject to amendment
Time and place for submission of amendment
Conduct of election
Effective date of amendment
Construction of amendments

WESTLAW

NOTES OF DECISIONS (1)

in general

Michigan Compiled Laws Annotated
Chapter 117. Home Rule Cities
the Home Rule City Act (Refs & Annos)
117.22. Charter amendments; transmittal to governor; approval or disapproval; reconsideration by legislative body
Michigan Compiled Laws Annotated Chapter 117 Home Rule Cities

M.C.L.A. 117.22

117.22. Charter amendments; transmittal to governor; approval or disapproval; reconsideration by legislative body

Currentness

Sec. 22. Every amendment to a city charter whether passed pursuant to the provisions of this act or heretofore granted or passed by the state legislature for the government of such city, before its submission to the electors, and every charter before the final adjournment of the commission, shall be transmitted to the governor of the state. If he shall approve it, he shall sign it; if not, he shall return the charter to the commission and the amendment to the legislative body of the city, with his objections thereto, which shall be spread at large on the journal of the body receiving them, and if it be an amendment proposed by the legislative body, such body shall re-consider it, and if $^{2}/_{3}$ of the members-elect agree to pass it, it shall be submitted to the electors. If it be an amendment proposed by initiatory petition, it shall be submitted to the electors notwithstanding such objections.

Notes of Decisions (1)

M. C. L. A. 117.22, MI ST 117.22
The statutes are current through P.A.2016, No. 185, 187, 190, 193, 195, 196, 197 of the 2016 Regular Session, 98th Legislature.

End of Document

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NOTES OF DECISIONS (4)

In general

Michigan Compiled Laws Annotated
Chapter 117. Home Rule Cities
the Home Rule City Act (Refs & Annos)
117.23. Charter or amendment; submission to electorate, proposition form; adoption; ballots
Michigan Compiled Laws Annotated Chapter 117 Home Rule Cities
M.C.L.A. 117.23

117.23. Charter or amendment; submission to electorate, proposition form; adoption; ballots

Currentness

Sec. 23. (1) A proposed city charter and each amendment to an existing city charter before submission to the electors, shall be published as the charter commission or the legislative body may prescribe. A proposed charter may be submitted to the qualified electors as an entirety in a single proposition substantially as follows: "Shall the city charter proposed by the city charter commission be adopted?" Adoption of a proposed charter shall require a simple majority of those voting on the question.

(2) When submitting a proposed charter, separate propositions, on specific charter provisions may also be submitted to the qualified electors. In such case, all propositions shall be in such form as are approved by the attorney general as to clarity and impartiality. If the proposed charter and any of the separate propositions are adopted, the new charter shall take effect with the alternatives or additions contemplated by such separate propositions as are adopted. Adoption of a separate proposition which is an alternative to a provision contained in the proposed charter shall require approval by a majority of those voting on the separate proposition and also a majority of those voting on the proposed charter; otherwise the adoption of a separate proposition shall require a simple majority. The ballot shall contain voting instructions and a brief explanation of the effect of each of the propositions.

Notes of Decisions (4)

M. C. L. A. 117.23, MI ST 117.23
The statutes are current through P.A.2016, No. 185, 187, 190, 193, 195, 196, 197 of the 2016 Regular Session, 98th Legislature.

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WESTLAW

NOTES OF DECISIONS (11)

In general
Filing
Effective date
Correction of errors

Michigan Compiled Laws Annotated
Chapter 117. Home Rule Cities
the Home Rule City Act (Refs & Annos)
117.24. Charter or amendment; filing; effective date
Michigan Compiled Laws Annotated Chapter 117 Home Rule Cities (Page 1 of 1)
M.C.L.A. 117.24

117.24. Charter or amendment; filing; effective date

Currentness

Sec. 24. If the charter, or any amendment thereto, whether of cities incorporated under the provisions of this act, or under an existing charter of the city heretofore granted or passed by the legislature for the government of the city, be approved, then 2 printed copies thereof, with the vote for and against duly certified by the city clerk shall, within 30 days after the vote is taken, be filed with the secretary of state, and a like number with the county clerk of the county in which such city is located and shall thereupon become law, unless a different date for the taking effect of such charter or charter amendment, or any part thereof, is specifically set forth therein.

Notes of Decisions (11)

M. C. L. A. 117.24, MI ST 117.24
The statutes are current through P.A.2016, No. 185, 187, 190, 193, 195, 196, 197 of the 2016 Regular Session, 98th Legislature.

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RESOLUTION

A motion was made by Commissioner _____ and seconded by Commissioner _____ for approval of the following:

WHEREAS, There is a need to amend the Charter for the City of Plymouth from time to time to bring certain areas into compliance with State Law.

WHEREAS, State Elections supersedes the charter language for the City of Plymouth and therefore the City of Plymouth needs to amend Chapter 10, Section 10.9, Nomination Petitions to appear on the ballot for November 8, 2016 as follows:

CITY OF PLYMOUTH CHARTER AMENDMENT

The purpose of the proposed amendment to Section 10.9 of the Plymouth City Charter is to make it consistent with state law. The City Charter currently requires candidates to file petitions by the 12th Tuesday before the August Primary. A recent change in state law now requires candidates to file petitions by the 15th Tuesday before the August Primary.

Section 10.9 – Nominating Petitions

> **Persons desiring to qualify as candidates for any office under this Charter shall file an official petition therefore with the clerk signed by not less than forty (40) or more than one-hundred (100) registered electors of the City. Such petitions shall be filed with the Clerk, along with such affidavit of identity that may be required by State Law by no later than the deadline date and time as provided by State Law.**

Shall Chapter 10, Section 10.9 of the Plymouth City Charter be amended to eliminate the current filing deadline time frame and change the filing dates to the date compliant with State Law?

YES _____

NO _____

NOW, THEREFORE BE IT RESOLVED that pursuant to MCL 117.21(1) an amendment to an existing City Charter may be proposed by the legislative body, the amendment "shall" be submitted to the electors of the City at the next regular municipal or general state election, which would be November 8, 2016. An Amendment being proposed will need to have a 3/5 vote of the members-elect. The language was changed by legislature and beginning January 1, 2014 the various county, township and city clerk's shall receive nominating petitions or filing fees filed under State Election Law, Section 551, under this act up to 4 p.m., eastern standard time, of the fifteenth Tuesday before the August Primary.

THEREFORE, The City Commission is proposing an amendment to Charter Section 10.9, Nominating Petitions, of the City Charter and requesting that the City Attorney and City Clerk proceed with the ballot language to be forwarded to the City Election Commission, the State and County to be approved for the ballot for November 8, 2016 election.

AYES:

NAYS:

July 5, 2016

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Mayor & City Commission

From: Paul J. Sincock – City Manager

CC: *S:\MANAGER\Sincock Files\Memorandum - Zoning Ordinance Updates 1st Reading Front Porches 07-05-16.doc*

Date: 6/30/2016

Re: Updates to Zoning Ordinance - Front Porches

BACKGROUND:

The City Planning Commission has been working on a number of updates to the City's Zoning Ordinances. Several updates involve sizing and mass of new homes. This update is related to front porches and has been reviewed by the Planning Commission.

We have attached a copy of a memorandum from our Community Development Director John Buzuvis which outlines the changes that the Planning Commission is requesting.

The Planning Commission held a Public Hearing on these proposed changes on May 11, 2016 and we have attached those meeting Minutes as well for additional background information.

Since these are Ordinance changes this will require two actions by the City Commission. This item will require a first and second reading before the City Commission. The Public Hearing has been held by the Planning Commission, so there is no requirement for additional Hearing Notices to be published.

RECOMMENDATION:

The City Planning Commission has recommended to the City Commission a number of changes in the Zoning Ordinances. The changes are highlighted in the attached documents and we have provided a proposed Resolution for the first reading for the City Commission to consider.

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

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Paul J. Sincock, City Manager

From: John Buzuvis, Community Development Director

CC: S:\DDA\Shared Files\John\Community Development\Ordinances

Date: 6/30/2016

Re: Zoning Ordinance Text Amendment-First Reading-Front Porches/Porte Cocheres/Projections into Setbacks/Driveway Standards

---

BACKGROUND:

As you are aware, last summer, the Planning Commission recommended and the City Commission approved/enacted several zoning ordinance amendments related to home sizing and massing. Generally speaking the amendments disallowed front facing attached garages on parcels less than 60' wide. Additionally the amendments provide incentives to encourage the construction of front porches for residents who elected or were required, by ordinance; to build (on new home builds only) detached garages and/or garages in the rear of the home. The incentives allowed the encroachment of new porches into the required front-yard setback by up to 4' provided the porches were covered, unenclosed and at least 6' deep. In addition the "incentive" porches are not calculated as part of the lot coverage (square footage of the footprint of the home and any accessory structures in relation to the square footage of the parcel).

The Planning Commission have continued to discuss home sizing/massing as well as an incentive for residents who own existing homes to be allowed/encouraged to build front porches that are functional. Planning literature and best practice indicates that more front porches, especially porches large enough to be used regularly, encourage more "eyes on the street" and pedestrian interaction creating a more walkable environment. Additionally the Planning Commission have discussed setbacks and what is/is not allowed in front, side and rear yard setbacks, residential driveway standards, Porte cohere standards (unenclosed, covered parking areas on the side of new/existing homes). Porte cochere's are becoming a popular option on new and existing homes as an alternative to a front facing attached garage. As such the planning commission has developed standards governing porte cochere's.

Enclosed are text amendments to residential zoning ordinance sections (single-family and two-family) that have been recommended, by the Planning Commission, for approval and enactment by the City Commission. Generally speaking the enclosed amendments accomplish the following:

- Allow front porches to encroach into front yard setbacks on existing homes if the garage is in the rear yard

- Define what a porte cochere is and provide standards for the same on single family homes only (in both single and two family zoning districts)
- Prohibit generators in any required residential setback
- Clarify projections allowed into required front, side and rear yard setbacks (i.e. - balconies, bay windows, porches, decks, egress windows etc.)
- Add standards for residential driveways

The Planning Commission held a public-hearing on these amendments at their May 11, 2016 meeting. At the conclusion of the Public Hearing the Planning Commission voted to recommend the amendments to the City Commission for review and approval at a first and second reading. The City Attorney has reviewed these amendments and with a couple minor adjustments (already completed) is comfortable with the enactment of the same. Enclosed please find the ordinance amendments as recommended by the Planning Commission as well as the meeting minutes from the May 11, 2016 Public Hearing held by the Planning Commission.

RECOMMENDATION:

The administration would recommend that the City Commission hold a first reading to review the attached draft language. The administration would further recommend that the City Commission adopt the draft language at the conclusion of the first reading.

Attached please find a copy of the draft language and a draft resolution for the commission to consider. Should you have any questions in advance of the meeting please feel free to contact me.

PUBLIC HEARING MEETING MINUTES MAY 11, 2016

CITY OF PLYMOUTH
201 S. Main
Plymouth, MI 48170
www.ci.plymouth.mi.us

PLANNING COMMISSION - REGULAR MEETING MINUTES
Wednesday, May 11, 2016

The regular meeting was called to order at 7:05 P.M. by Chairperson Mulhern.

1. ROLL CALL

MEMBERS PRESENT:	Jennifer Frey, Jim Frisbie, Jennifer Kehoe, Charles Myslinski, Joseph Philips, Scott Silvers, and Jim Mulhern
MEMBERS ABSENT:	Conrad Schewe and Karen Sisolak
OTHERS PRESENT:	John Buzuvis, Community Development Director Sally Elmiger, City of Plymouth Planner

2. CITIZEN COMMENTS:

Adam Szymczak, 333 Sunset, was in favor of the goals for walkability but would like some leniency in variances for the new Ordinances taking place and for some who may be in the middle of plans that may need to be changed to abide by these new Ordinances. Mr. Szmczak asked for clarification of limitation of widths of porches in new construction verses existing homes, and the Commissioners decided to address this question during the Public Hearing portion on Ordinance amendments.

Paulette Longe, 690 Forest, spoke about larger homes built on small parcels. Ms. Longe would like to maintain the diversity within the City, but by also keeping in mind what size of home fits on a certain sized property.

Ed Krol, 1108 Beech, asked what the definition of height for a home is. Comm. Philips explained the height of a home is 25 feet, and is measured by the average of the eave to the ridge and this Ordinance has been in place for over thirty years.

3. APPROVAL OF MINUTES

A motion was made by Comm. Frisbie supported by Comm. Myslinski, to approve the meeting minutes from the April 13, 2016, as presented.

MOTION CARRIED UNANIMOUSLY.

4. APPROVAL OF AGENDA:

A motion was made by Comm. Frisbie supported by Comm. Philips, to approved the agenda adding Residential Vision onto Number 8. Report and Correspondence.

MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARING MEETING MINUTES MAY 11, 2016

5. PUBLIC HEARINGS:

PUBLIC HEARING FOR ZONING ORDINANCE AMENDMENTS OF:

1. 78-21-Definitions,
2. 78-43, Single Family Dwelling Unit Standards
3. 78-53, Two Family Dwelling Unit Standards
4. 78-191- Notes to Schedule,
5. 78-217 - Projections into Setbacks
6. 78-273 - Residential Driveways

78-21-Definitions

Sally Elmiger, Planner, explained to the audience that the Code of Ordinances is located on the City's Website and can be used to look up any definition. Ms Elmiger explained the changes made to the Definitions portion of the ordinance, per her Memo dated, May 4th.

Comm. Philips wanted to clarify Mr. Szymczak's question regarding the width of porches in new construction verses existing homes. This proposed Ordinance is for existing single-family dwellings when constructing a new garage in the rear yard or have an existing garage in the rear to give them some relief on the construction of a front covered porch as an incentive to support walkability throughout the City. Comm. Philips explained the incentive Ordinance for new residential porches was created and then it was decided to extend some relief to the existing homes as well, but so that there were no unintended consequences, it was decided the widths of existing home porches would be allowed to have an 80 % coverage (width) across the front of the home and to encroach six feet into the required front yard setback without being calculated into the lot coverage.

Ms. Elmiger explained that the Planning Commission will make a recommendation to the City Commission to adopt these Ordinances.

Chairperson Mulhern Opened the Public Hearing at 7:26 PM

Adam Szymczak, 333 Sunset, asked about various percentages for encroachments. Comm. Philips answered that he felt unintended consequences could possibly arise and the Zoning Board of Appeals could determine if it was a reasonable request of the applicant. Mr. Szmczak also asked if the 80 % width would include just the floor area or all architectural elements including roof overhang. Ms Elmiger responded that it does not include the overhang just the main body of the porch.

Ed Krol, 1108 Beech, felt the smaller lot homes would be penalized and he would like the 80% dropped from the limitations and 100% put in instead, and this would also minimize the ZBA requests

Matt Thurber, 641 S. Harvey, spoke about his approved ZBA variance and was in agreement with the 100% for full width residential front porches. Mr. Thurber also spoke about the homeowner's having new additions on homes wanting large front porches.

There was discussion on existing homes regarding the 80% limitations of covered porches verses the 100% to promote the porches and walkability. Ms. Elmiger stressed that equity is important. Comm. Silvers explained the need of having a hardship when applying to the ZBA for variances.

Ms. Elmiger suggested modifying the Ordinance- For new home and existing home porches going into the required front yard setback, but exempting only the four foot of lot coverage for both.

78-43, Single Family Dwelling Unit Standards
78-53, Single Family Dwelling Unit Standards
Ms. Elmiger explained the changes made to two zoning districts R-1 and RT-1 standards. There was discussion on including photos or providing examples for Port Cocheres.

78-191- Notes to Schedule
78-217 - Projections into Setbacks
78-273- Residential Driveways
Ms. Elmiger explained the changes made to the Notes to Schedule, Projections into Setbacks and Residential Driveways portions of the Ordinance.
There was discussion on the 90 % averaging Ordinance on front yards. Front Yard averaging can be done in residential, RT-1, Office and Mixed Use zoning districts. The 90% front yard averaging Ordinance has a minimum averaged front yard setback for the incentive porch that shall not be less than 15 feet.
Chairperson Mulhern Closed the Public Hearing at 8:20 PM

A motion was made by Comm. Frisbie, supported by Comm. Frey to recommend to the City Commission for adoption:

1. **Section 78-21-Definitions,**
2. **78-43- Single Family Dwelling Unit Standards**
3. **78-53- Single Family Dwelling Unit Standards**
4. **78-191- Notes to Schedule,**
5. **78-217- Projections into Setbacks**
6. **78-273- Residential Driveways**

with the discussed revision changes.
YES FREY, FRISBIE, KEHOE, MYSLINSKI, SILVERS AND MULHERN.
NO PHILIPS
MOTION PASSES.

6. NEW BUSINESS:

1. SITE PLAN REVIEW FOR:

SP16-03 Cross Fit Forgiven
770 Davis
Zoned: B-1, Local Business
Applicant: Brent Gostomski

CITY OF PLYMOUTH
ZONING ORDINANCE
ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF PLYMOUTH TO DEFINE PORTE COCHERE, ALLOW A FRONT PORCH IN THE FRONT YARD SETBACK ON AN EXISTING RESIDENTIAL DWELLING IF THE GARAGE IS PLACED IN THE REAR YARD, REQUIRE FRONT FACING GARAGES TO BE PLACED BEHIND THE FRONT FACE OF THE DWELLING, PROVIDE STANDARDS FOR PORTE COCHERES ON SINGLE FAMILY DWELLINGS, PROHIBIT GENERATORS IN ANY RESIDENTIAL SETBACK, ALLOW PORTE COCHERES IN THE SIDE YARD SETBACK ON CERTAIN SIZED LOTS, AND ADD STANDARDS FOR RESIDENTIAL DRIVEWAYS.

Section 1. The City of Plymouth Ordains

Chapter 78-1 "Zoning" in the Code of Ordinances of the City of Plymouth is hereby amended by adding the following described text revisions:

Section 2. Modify the following articles **(additions are <u>underlined</u>, deletions are ~~struck-thru~~).**

ARTICLE II. – DEFINITIONS

[Modify Section 78-21 DEFINITIONS]

<u>Porte Cochere means an unenclosed, roofed structure located on the same lot, which extends from the principal dwelling over an adjacent driveway that is designed to let vehicles pass under and used for the shelter of those getting in and out of vehicles.</u>

RECOMMENDED ORDINANCE AMENDMENTS

ARTICLE IV. – R-1 SINGLE FAMILY RESIDENTIAL DISTRICTS

[Modify Section 78-43 SINGLE FAMILY DWELLING UNIT STANDARDS]

Sec. 78-43. - Single family dwelling unit standards.

No residential structure, garage (attached or detached), mobile home, manufactured home, modular home or prefabricated home shall be built unless the dwelling unit has been reviewed by the building official subject to the following conditions:

(1) Dwelling unit shall conform to all applicable city codes and ordinances and state and federal requirements with respect to the construction of the dwelling.

(2) Dwelling unit shall be permanently attached to a perimeter foundation. In instances where the applicant elects to set the dwelling on piers or other acceptable foundations which are not at the perimeter of the dwelling, then a perimeter wall shall also be constructed. Any such perimeter wall shall be constructed of durable materials and shall also meet all local requirements with respect to materials, construction and necessary foundations below the frost line. Any such wall shall also provide an appearance which is compatible with the dwelling and other ~~homes~~ dwellings in the area.

(3) Dwelling unit shall be provided with exterior finish materials similar to the dwelling unit on adjacent properties or in the surrounding residential neighborhood.

(4) Dwelling unit shall be provided with roof designs and roofing materials similar to the dwelling unit on adjacent properties or in the surrounding residential neighborhood.

(5) Dwelling unit shall be provided with an exterior building wall configuration which represents an average width to depth or depth to width ratio which does not exceed three to one, or is in reasonable conformity with the configuration of dwelling unit on adjacent properties or in the surrounding residential neighborhood.

(6) The dwelling shall contain storage capability in a basement located under the dwelling, in an attic area, in closet areas, or in a separate structure of standard construction similar to or of better quality than the principal dwelling, which storage area shall be equal to ten percent of the square footage of the dwelling or 100 square feet, whichever is less.

(7) The building official may request a review by the planning commission of any dwelling unit with respect to subsections (3), (4), and (5) of this section. The building official or planning commission shall not seek to discourage architectural variation, but shall seek to promote the reasonable compatibility of the character of dwelling unit, thereby protecting the economic welfare and property value of surrounding residential uses and the city at large. In reviewing any such proposed dwelling unit, the building official may require the applicant to furnish such plans, elevations and similar documentation as is deemed necessary to permit a complete review and evaluation of the proposal. When comparing the proposed dwelling unit to similar types of dwelling areas, consideration shall be given to comparable types of ~~homes~~ dwellings within 300 feet. If the area within 300 feet does not contain any such ~~homes~~dwellings, then the nearest 25 similar type dwellings shall be considered.

(8) Attached garages that face the street are allowed on lots that are 60 feet wide or greater.

(9) The total width of a garage attached to a single family dwelling shall:

a. Not exceed 50 percent of the width of the entire front façade of the residential dwelling; and

b. Is a minimum of 22 feet wide, measured from the exterior of the garage walls.

(10) Attached garages shall ~~not protrude more than six~~be located at least four feet ~~in front of~~behind the front façade ~~or covered porch~~ of the front exterior wall of the residential dwelling, but in no case shall be closer than thirty (30) feet from the front property line.

RECOMMENDED ORDINANCE AMENDMENTS

(11) **Front Porch Exception for New Single Family Dwellings:**

New single family ~~homes~~ dwellings are encouraged to positively contribute toward neighborhood enhancement and the walkability of the city. Walkability is the extent to which walking is readily available as a safe, connected, accessible and pleasant mode of transport. One way to accomplish walkability is to locate garages at the rear of a lot. Garages at the rear of a lot (whether attached to the ~~home~~ dwelling or as a free-standing detached garage) help to support walkability by:

- Minimizing the width of the driveway at the front of the ~~house~~dwelling, allowing more space in the front yard for trees and vegetation, and more space along the street for street trees;
- Minimizing the potential of parked cars left in front of the garage door to block the sidewalk;
- Allowing space on the ~~home's~~ dwelling's front façade for windows and other human-scaled architectural elements; and
- Allowing space on the ~~home's~~ dwelling's front façade for a porch, where residents can interact with neighbors on the sidewalk and observe activities on the street.

a. To encourage locating garages at the rear of a lot, new single family residential projects that locate the garage in the rear, or retain an existing garage at the rear, may also locate a covered front porch in the front yard setback by up to four feet. In addition, the area that the covered front porch occupies in the front yard setback shall not be considered in calculating lot coverage. To be eligible for this exception, the proposed construction must meet all of the following standards:

~~a~~1. The project includes construction of a new single family ~~residence~~ dwelling on the lot; and

~~b~~2. The project includes construction of a new garage which is located either in the rear of the new ~~building~~ dwelling (attached) or in the rear third of the lot (detached), or retains an existing detached garage for continued use as a garage which is located in the rear third of the lot; and ~~Projects that do not include a new garage are not eligible for the front yard porch exception.~~

~~c~~3. The front porch that is located in the front yard setback must be:

i~~1~~. Single-story in height, no higher than fifteen (15) feet, and as measured per the procedures described in section 78-21 of the zoning ordinance for building height; and

ii~~2~~. No ~~less than four inches or~~ more than eight and one-quarter inches from the elevation of the ~~front door~~finished first floor (i.e., at-grade decks and patios are not eligible for the front yard porch exception); and

iii~~3~~. A minimum of six feet in depth (distance between the front exterior wall of the residence and the edge of the porch deck); and

iv4. Covered with a roof; and

v~~5~~. Unenclosed by walls, windows or other enclosure at the time it is constructed or at any time in the future. This standard does not include open railings and balustrades~~.~~; and

~~d~~4. The front setback line used to determine where the front porch can be located on the lot shall equal the setback required by sections 78-190 and 78-191.

~~e~~5. On corner lots, porches may be constructed on either or both front facades, or built as one wraparound porch as long as the porch(s) meets the requirements in "1" through "4" above.

6. The final Certificate of Occupancy for the residential dwelling shall not be issued until construction of the qualifying garage is complete.

(12) **Front Porch Exception for Existing Single Family Dwellings**

To support walkability throughout the city as described in (11) above, existing single family dwellings which construct a new garage in the rear, or have an existing garage in the rear, may also locate a covered front porch in the front yard setback by up to six feet. In addition, the area that the covered front porch occupies in the front yard setback shall not be considered in calculating lot coverage. To be eligible for this exception, the existing dwelling must be occupied as of the date of adoption of this ordinance. Also, the proposed construction must meet all of the following standards:

a. The project includes construction of a new garage which is located either in the rear of the existing residential dwelling (attached) or in the rear third of the lot (detached), or retains an existing detached garage for continued use as a garage which is located in the rear third of the lot; and

b. The front porch that is located in the front yard setback shall be:

1. Single-story in height, no higher than fifteen (15) feet, and as measured per the procedures described in section 78-21 of the zoning ordinance for building height; and

2. No more than eight and one-quarter inches from the elevation of the finished first floor (i.e. at-grade decks and patios are not eligible for the front yard porch exception); and

3. A minimum of six feet in depth (distance between the front exterior wall of the residence and the edge of the porch deck); and

4. Covered with a roof; and

5. Unenclosed by walls, windows or other enclosure at the time it is constructed or at any time in the future. This standard does not include open railings and balustrades; and

c. The front setback line used to determine where the front porch can be located on the lot shall be established using all of the following standards:

1. The front setback line shall equal the setback required by sections 78-190 and 78-191; and

2. Front yard setback averaging, as described in section 78-191(o) shall not apply; and

3. For existing dwellings whose front exterior wall closest to the street is greater than the minimum front yard setback required in Section 78-190, then the distance between the front setback line and the exterior wall shall be subtracted from the width of porch allowed in the front setback. For example, if a residential dwelling is setback 27-feet (or two-feet more than the 25-foot minimum front yard setback), then two feet shall be subtracted from the porch width allowed within the front yard setback. This results in a maximum width porch in the front yard setback of four feet.

d. On corner lots, porches may be constructed on either or both front facades, or built as one wraparound porch as long as the porch(s) meets the requirements in "a" through "c" above.

e. The qualifying existing garage or new garage must be constructed before constructing the front porch.

f. Existing residential dwellings with an existing attached garage that faces the street are not eligible for this front porch exception.

(13) **Porte-Cocheres on Single Family Dwellings**

One porte cochere, as defined by this ordinance, may be attached to a single family dwelling over a driveway to provide shelter for passengers entering and existing vehicles parked in the driveway. A porte cochere may only be attached to a residential dwelling if the residential dwelling is set back a minimum of thirteen (13) feet from the side property line. A porte cochere shall be included in the lot coverage calculation and shall be constructed to meet all of the following standards:

a. Only one porte cochere is allowed per lot.

b. The porte cochere shall not be greater than 250 square feet in area.

c. The porte cochere shall meet the front yard setback requirement.

d. The porte cochere may be located within a side yard setback if the following requirements are met:

i. The existing lot width is sixty (60) feet wide or less, and

ii. The porte cochere is placed over a driveway that has a minimum width of nine (9) feet, and

i. The minimum distance between the dwelling wall and the opposite porte-cochere columns shall be 9.5 feet.

iv. No element of the porte cochere is located closer than two feet from the side property line, including overhangs and similar elements, but excluding gutters.

v. Columns located in the side yard setback shall not be greater than 18 inches square in size.

e. The clearance between the ground and the ceiling of the porte cochere shall be a minimum of eight (8) feet.

f. The maximum height to the top of the roof shall be no taller than the finished floor elevation of the second floor. The roof structure shall not exceed a 3/12 pitch.

g. The porte cochere shall be entirely open and shall be supported only by the residential dwelling on one side and modest columns on the other. It shall be unenclosed by walls, windows or other enclosure at the time it is constructed or at any time in the future.

h. The roof of the porte cochere shall not be enclosed with railings, shall not be accessible from an opening in the residential dwelling, and shall not be used as a porch, balcony, or similar use.

i. The porte cochere shall be constructed of materials consistent with the main structure.

ARTICLE V. – RT-1 TWO FAMILY RESIDENTIAL DISTRICTS

[Modify Section 78-53 SINGLE FAMILY DWELLING UNIT STANDARDS]

Sec. 78-53. - Single family dwelling unit standards.

No residential structure, garage (attached or detached), mobile home, manufactured home, modular home or prefabricated home shall be built unless the dwelling unit has been reviewed by the building official subject to the following conditions:

(1) Dwelling unit shall conform to all applicable city codes and ordinances and state and federal requirements with respect to the construction of the dwelling.

(2) Dwelling unit shall be permanently attached to a perimeter foundation. In instances where the applicant elects to set the dwelling on piers or other acceptable foundations which are not at the perimeter of the dwelling, then a perimeter wall shall also be constructed. Any such perimeter wall shall be constructed of durable materials and shall also meet all local requirements with respect to materials, construction and necessary foundations below the frost line. Any such wall shall also provide an appearance which is compatible with the dwelling and other ~~homes~~ dwellings in the area.

(3) Dwelling unit shall be provided with exterior finish materials similar to the dwelling unit on adjacent properties or in the surrounding residential neighborhood.

(4) Dwelling unit shall be provided with roof designs and roofing materials similar to the dwelling unit on adjacent properties or in the surrounding residential neighborhood.

(5) Dwelling unit shall be provided with an exterior building wall configuration which represents an average width to depth or depth to width ratio which does not exceed three to one, or is in reasonable conformity with the configuration of dwelling unit on adjacent properties or in the surrounding residential neighborhood.

(6) The dwelling shall contain storage capability in a basement located under the dwelling, in an attic area, in closet areas, or in a separate structure of standard construction similar to or of better quality than the principal dwelling, which storage area shall be equal to ten percent of the square footage of the dwelling or 100 square feet, whichever is less.

(7) The building official may request a review by the planning commission of any dwelling unit with respect to subsections (3), (4), and (5) of this section. The building official or planning commission shall not seek to discourage architectural variation, but shall seek to promote the reasonable compatibility of the character of dwelling units, thereby protecting the economic welfare and property value of surrounding residential uses and the city at large. In reviewing any such proposed dwelling unit, the building official may require the applicant to furnish such plans, elevations and similar documentation as is deemed necessary to permit a complete review and evaluation of the proposal. When comparing the proposed dwelling unit to similar types of dwelling areas, consideration shall be given to comparable types of ~~homes~~ dwellings within 300 feet. If the area within 300 feet does not contain any such ~~homes~~dwellings, then the nearest 25 similar type dwellings shall be considered.

(8) Attached garages that face the street are allowed on lots that are 60 feet wide or greater.

(9) The total width of a garage attached to a single family dwelling shall:

a. Not exceed 50 percent of the width of the entire front façade of the residential dwelling; and

b. Is a minimum of 22 feet wide, measured from the exterior of the garage walls.

(10) Attached garages shall ~~not protrude more than six~~be located at least four feet ~~in front of~~behind the front façade ~~or covered porch~~ of the ~~living area for~~front exterior wall of the residential dwelling, but in no case shall be closer than thirty (30) feet from the front property line.

(11) **Front Porch Exception for New Single Family Dwellings**

New single family ~~homes~~ dwellings are encouraged to positively contribute toward neighborhood enhancement and the walkability of the city. Walkability is the extent to which walking is readily available as a safe, connected, accessible and pleasant mode of transport. One way to accomplish walkability is to locate garages at the rear of a lot. Garages at the rear of a lot (whether attached to the ~~home~~ dwelling or as a free-standing detached garage) help to support walkability by:

- Minimizing the width of the driveway at the front of the ~~house~~dwelling, allowing more space in the front yard for trees and vegetation, and more space along the street for street trees;
- Minimizing the potential of parked cars left in front of the garage door to block the sidewalk;
- Allowing space on the ~~home's~~ dwelling's front façade for windows and other human-scaled architectural elements; and
- Allowing space on the ~~home's~~ dwelling's front façade for a porch, where residents can interact with neighbors on the sidewalk and observe activities on the street.

a. To encourage locating garages at the rear of a lot, new single family residential projects that locate the garage in the rear, or retain an existing garage at the rear, may also locate a covered front porch in the front yard setback by up to four feet. In addition, the area that the covered front porch occupies in the front yard setback shall not be considered in calculating lot coverage. To be eligible for this exception, the proposed construction must meet all of the following standards:

~~a~~1. The project includes construction of a new single family residence on the lot; and

~~b~~2. The project includes construction of a new garage which is located either in the rear of the new ~~building~~ dwelling (attached) or in the rear third of the lot (detached), or retains an existing detached garage for continued use as a garage which is located in the rear third of the lot; and~~Projects that do not include a new garage are not eligible for the front yard porch exception.~~

~~c~~3. The front porch that is located in the front yard setback must be:

~~1~~i. Single-story in height, no higher than 15 feet, and as measured per the procedures described in section 78-21 of the zoning ordinance for building height; and

~~2~~ii. No ~~less than four inches or~~ more than eight and one-quarter inches from the elevation of the ~~front door~~finished first floor (i.e., at-grade decks and patios are not eligible for the front yard porch exception); and

~~3~~iii. A minimum of six feet in depth (distance between the front exterior wall of the residence and the edge of the porch deck); and

~~4~~iv. Covered with a roof; and

~~5~~v. Unenclosed by walls, windows or other enclosure at the time it is constructed or at any time in the future. This standard does not include open railings and balustrades~~.~~; and

~~d~~4. The front setback line used to determine where the front porch can be located on the lot shall equal the setback required by section 78-190 and 78-191.

~~e~~5. On corner lots, porches may be constructed on either or both front facades, or built as one wraparound porch as long as the porch(s) meets the requirements in "1" through "4" above.

6. The final Certificate of Occupancy for the residential dwelling shall not be issued until construction of the qualifying garage is complete.

(12) **Front Porch Exception for Existing Single Family Dwellings**

To support walkability throughout the city as described in (11) above, existing single family dwellings which construct a new garage in the rear, or have an existing garage in the rear, may also locate a covered front porch in the front yard setback by up to six feet. In addition, the area that the covered front porch occupies in the front yard setback shall not be considered in calculating lot coverage. To be eligible for this exception, the existing dwelling must be occupied as of January 1, 2016. Also, the proposed construction must meet all of the following standards:

a. The project includes construction of a new garage which is located either in the rear of the existing residential dwelling (attached) or in the rear third of the lot (detached), or retains an existing detached garage for continued use as a garage which is located in the rear third of the lot; and

b. The front porch that is located in the front yard setback shall be:

1. Single-story in height, no higher than fifteen (15) feet, and as measured per the procedures described in section 78-21 of the zoning ordinance for building height; and

2. No less than four inches or more than eight and one-quarter inches from the elevation of the front door (i.e. at-grade decks and patios are not eligible for the front yard porch exception); and

3. A minimum of six feet in depth (distance between the front exterior wall of the residence and the edge of the porch deck); and

4. Covered with a roof; and

5. Unenclosed by walls, windows or other enclosure at the time it is constructed or at any time in the future. This standard does not include open railings and balustrades~~.~~; and

c. The front setback line used to determine where the front porch can be located on the lot shall be established using all of the following standards:

1. The front setback line shall equal the setback required by sections 78-190 and 78-191; and

2. Front yard setback averaging, as described in section 78-191(o) shall not apply; and

3. For existing dwellings whose front exterior wall closest to the street is greater than the minimum front yard setback required in Section 78-190, then the distance between the front setback line and the exterior wall shall be subtracted from the width of porch allowed in the front setback. For example, if a residential dwelling is setback 27-feet (or two-feet more than the 25-foot minimum front yard setback), then two feet shall be subtracted from the porch width allowed within the front yard setback. This results in a maximum width porch in the front yard setback of four feet.

d. On corner lots, porches may be constructed on either or both front facades, or built as one wraparound porch as long as the porch(s) meets the requirements in "a" through "c" above.

e. The qualifying existing garage or new garage must be constructed before constructing the front porch.

f. Existing residential dwellings with an existing attached garage that faces the street are not eligible for this front porch exception.

(13) **Porte-Cocheres on Single Family Dwellings**

One porte cochere, as defined by this ordinance, may be attached to a single family dwelling over a driveway to provide shelter for passengers entering and existing vehicles parked in the driveway. A porte cochere may only be attached to a residential dwelling if the residential dwelling is set back a minimum of thirteen (13) feet from the side property line. A porte cochere shall be included in the lot coverage calculation and shall be constructed to meet all of the following standards:

a. Only one porte cochere is allowed per lot.

b. The porte cochere shall not be greater than 250 square feet in area.

c. The porte cochere shall meet the front yard setback requirement.

d. The porte cochere may be located within a side yard setback if the following requirements are met:

i. The existing lot width is sixty (60) feet wide or less, and

ii. The porte cochere is placed over a driveway that has a minimum width of nine (9) feet, and

iii. The minimum distance between the dwelling wall and the opposite porte-cochere columns shall be 9.5 feet.

iv. No element of the porte cochere is located closer than two feet from the side property line, including overhangs and similar elements, but excluding gutters.

v. Columns located in the side yard setback shall not be greater than 18 inches square in size.

e. The clearance between the ground and the ceiling of the porte cochere shall be a minimum of eight (8) feet.

f. The maximum height to the top of the roof shall be no taller than the finished floor elevation of the second floor. The roof structure shall not exceed a 3/12 pitch.

g. The porte cochere shall be entirely open and shall be supported only by the residential dwelling on one side and modest columns on the other. It shall be unenclosed by walls, windows or other enclosure at the time it is constructed or at any time in the future.

h. The roof of the porte cochere shall not be enclosed with railings, shall not be accessible from an opening in the residential dwelling, and shall not be used as a porch, balcony, or similar use.

i. The porte cochere shall be constructed of materials consistent with the main structure.

ARTICLE XVII. – SCHEDULE OF REGULATIONS

[Modify Section 78-191 NOTES TO SCHEDULE]

Sec. 78-191. – Notes to schedule.

(o) The established front setbacks for structures within established R-1, RT-1, MU, O-1 and O-2 zoning districts shall be at least 90 percent of the average front yard setback of surrounding buildings. The average setback and front building line shall be determined by examining existing buildings located on the same side of the street and within 200 feet of the subject parcel. If the resulting setback is less than 15 feet, then the allowed setback shall be no less than the allowed setback average. For a single family residential project that meets the "front porch exception" standards listed in 78-43(11) or (12), or 78-53(11) or (12), the average front setback shall be calculated using the front wall of the surrounding ~~buildings~~ dwellings rather than the edge of any existing porches. In any case, the minimum average front yard setback for an incentive porch shall not be less than fifteen (15) feet. The building official may exclude structures used in calculating average front setbacks when the structure deviates by more than 25 feet forward or back from the average setbacks of other structures found within 200 feet.

[No changes proposed to Sub-sections (p) through (u)]

(v) For projects that meet the standards listed in section 78-43(11) or (12), or section 78-53(11) or (12) and construct an eligible front porch, the area of the eligible front porch located in the front yard setback shall be excluded from the lot coverage calculation.

ARTICLE XVIII. – MISCELLANEOUS PROVISIONS

[Modify Section 78-217 PROJECTIONS INTO SETBACKS]

Sec. 78-217. – Projections into setbacks.

Projections into setbacks shall be permitted as follows:

Projection...	...Into Front Yard Setback	...Into Side Yard Setback	...Into Rear Yard Setback
At or Below Grade:			
Egress window/areaway recess*	Not permitted	3 feet from face of structure (interior dimension)	3 feet from face of structure (interior dimension)
Stairs from basement	Not permitted	Not permitted	4 feet (interior dimension)
Patios	4 feet, but no closer than 10 feet from the front property line	Not permitted	10 feet from property line
Above Grade but Below Roof:			
~~Mechanical equipment (i.e. a~~Air conditioning condensers~~, generators)~~	Not permitted	~~Not permitted~~4 feet	4 feet
Architectural features, as defined	4 inches	4 inches	4 inches
Awning/canopy	3 feet	Not permitted	3 feet
Balcony	4 feet	Not permitted	4 feet
Bay window (limited to 8 feet in width; maximum 2 per side)	2 feet	Not permitted	2 feet
Cantilevered floor area (Box Out)	2 feet	Not permitted	2 feet
Cellar door	Not permitted	Not permitted	8 feet
Chimney (limited to 8 feet in width)	1 foot	Not permitted	1 foot
Deck**	Not permitted	Not permitted	12 feet, but limited to three feet high
Generators	Not permitted	Not permitted	Not permitted
Porch, uncovered	6 feet	Not permitted	12 feet, but limited to three feet high
Porte cochere (excluding gutters)	Not permitted	2 feet from property line	Not permitted
Roof Area:			
Cornices, eaves, overhangs, brackets, soffits (excluding gutters)	2 feet	2 feet	2 feet
Dormers	1Not permitted	Not permitted	Not permitted

*Areaway construction can project above grade no more than 12 inches.
**The portion of a deck which occupies the rear yard setback shall not be converted into any enclosed habitable spaces.

(1) Projections containing floor area, including decks, shall be included in the lot coverage calculation. See Sections 78-43 and 78-53 for the front porch exclusion from lot coverage.

ARTICLE XXII. – PARKING, LOADING REQUIREMENTS

[Modify Section 78-273 RESIDENTIAL DRIVEWAYS]

Sec. 78-273. - Residential driveways.

(1) ~~Driveways used~~New driveways constructed for residential access within the R-1 and RT-1 Districts shall meet all the following standards:

a. Shall be a minimum of nine feet in width and clear of encumbrances such as columns.

b. Shall be located on the side of the new dwelling that is opposite any existing driveway on an adjacent parcel, when possible.

c. Shall be located at least one foot from the side property line. The one-foot buffer area shall be landscaped with appropriate plant material such as turf grass, perennials or shrubs.

(2) Existing driveways within the R-1 and RT-1 Districts may be reconstructed in the same location. Where two existing driveways abut one another, they may continue but shall be relocated if possible; continuation of this condition is discouraged.

RESOLUTION

The following Resolution was offered by Commissioner _____ and seconded by Commissioner _____.

WHEREAS The City Commission of the City of Plymouth has had a First Reading of proposed amendments to the Definitions, Single Family, Two Family, Schedule of Regulation, Miscellaneous Provisions (projections into setbacks) and Parking, Loading Requirements, and

WHEREAS The City of Plymouth Planning Commission has drafted the proposed language and held a Public Hearing to take public comments on the amended language on May 11, 2016, and

WHEREAS The City of Plymouth Planning Commission voted to forward the proposed text amendments to the Definitions, Single Family, Two Family, Schedule of Regulations, Miscellaneous Provisions and Parking, Loading Requirements to the City Commission for review, approval and adoption,

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the following text amendments to the Definitions, Single Family, Two Family, Schedule of Regulations, Miscellaneous Provisions and Parking, Loading Requirements and further authorizes the above noted text amendments be scheduled for a second reading at the next regularly scheduled City Commission meeting

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI
48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Mayor & City Commission

From: Paul J. Sincock – City Manager

CC: *S:\MANAGER\Sincock Files\Memorandum - Sidewalk Bids 2016 07-05-16.doc*

Date: 6/30/2016

Re: Sidewalk and Utility Patch Repair Contract

BACKGROUND:

Each year one quarter of the City has all of the sidewalks inspected for cracks, heaving, scaling and other potential hazards. Mike Brindley of the City Municipal Services Department coordinates this program. This year, the northwest section of the City or mainly the area south of Ann Arbor Trail and west of Main Street was inspected.

This is a unit based contract, meaning that the City only pays for units delivered. Our project is fairly small in scope, but we did have five companies express interest in the project. However, only two companies bid on the project. The total contract price was $117,508.75 from Lacaria Concrete and a bid from Rotondo Construction in the amount of $85,073.75. The low bidder has completed work for the City in the past and we were satisfied with their performance under previous contracts.

Expenses for this project are covered in the Capital Improvements section of the Budget as well as the Water & Sewer Fund and the Major and Local Streets Funds depending on where the work actually takes place. The majority of the funding for this effort is paid for by the residents where the repairs are made.

We have attached a memorandum from Municipal Services Director Chris Porman which will provide additional background on this matter.

RECOMMENDATION:

The City Administration recommends that the City Commission authorize a unit based contract Rotondo Construction, Inc. for the 2016 Sidewalk Repair Program in accordance with their bid documents.

Further, the City Administration recommends that the City Commission adopt the criteria for repairs that we have outlined in the attached proposed Resolution. The criteria are the standards for sidewalk replacement in our area and have been approved by our insurance carrier.

We have attached a proposed Resolution for the City Commission to consider regarding the awarding of the continuation of the current contract and the establishment of the sidewalk repair criteria. Should you have any questions in advance of the meeting please feel free to contact me.

Department of Municipal Services

1231 Goldsmith Plymouth, MI 48170 734-453-7737 phone 734-455-1666 fax

Date: June 30, 2016
To: Paul J. Sincock, City Manager
From: Chris S. Porman, Director of Municipal Services
Re: 2016-2017 Sidewalk and Street Repair Program

Background

Each year, the Department of Municipal Services coordinates a sidewalk and street repair program. Historically, 25% of the City is inspected annually; this includes both residential and commercial sections of the City. Over the course of the four year cycle, each section of sidewalk is inspected for compliance. This year, the area South of Ann Arbor Trail and West of Main St. is the focus of the sidewalk repair program.

The City placed this program out to accept sealed bids in 2016 and we had 5 companies express interest in bidding on the program, but only 2 companies actually submitted bids for the work. Lacaria Concrete Construction, Inc. submitted a total contract price bid in the amount of $117,508.75. Wade Trim and City staff reviewed the bids and the lowest bid was received from Rotondo Construction, Inc. from Farmington Hills, in the amount of $85,073.75. Rotondo Construction has worked for the City of Plymouth between 2008-2014, and we were satisfied with their performance during that time.

The criteria, which is included for action by the City Commission, lists a number of measures in which a sidewalk may be listed as non-compliant. The most significant, in importance, as well as the most common issue seen during the inspections would be the settlement/heaving resulting in a rise or drop of approximately three-quarter (3/4) inch, which results in a potential trip hazard.

Recommendation

This is a unit price based program, meaning that the City would only pay the contractor for actual quantities of work performed, which is verified by our Inspector/Foreman in the DMS. The Department of Municipal Services is recommending that Rotondo Construction of Farmington Hills, MI be awarded the 2016-2017 Sidewalk and Street Repair Program in an amount not to exceed $85,073.75. Monies for this project come from fees charged for property owners to repair sections of their sidewalk based on the criteria enclosed. In addition, the water/sewer fund contributes for those repairs necessary as a result of a utility repair. The City staff is confident in the contractor's ability to perform the work in a safe and timely manner.

Furthermore, the Department of Municipal Services is recommending that the City Commission adopt the enclosed criteria by which the sidewalks are inspected for compliance.

Should you have any questions, please feel free to contact myself or Mike Brindley, Foreman of the Department of Municipal Services, who oversees the project.

WADE TRIM
BID TABULATION

SUBJECT 2016 Sidewalk and Street Repair Program
JOB NO. PLY 2098-02T
CLIENT: City of Plymouth
DATE: June 30, 2016
Bid Date: June 22, 2016

PAY ITEM NUMBER	DESCRIPTION	QUANTITY	UNIT	Rotondo Construction, Inc.	Lacaria Concrete Construction, Inc.
1	Remove and Replace 4 inch Concrete Sidewalk	7,500	Sft	$5.25 $39,375.00 *$39,375.00*	$8.75 $65,625.00 *$65,625.00*
2	Remove and Replace 6 inch Concrete Sidewalk Ramps (ADA)	140	Sft	$9.00 $1,260.00 *$1,260.00*	$45.00 $6,300.00 *$6,300.00*
3	Remove and Replace 6 inch Concrete Sidewalk and Drives	325	Sft	$6.25 $2,031.25 *$2,031.25*	$8.95 $2,908.75 *$2,908.75*
4	Remove and Replace Concrete Curb and Gutter	60	Lft	$29.00 $1,740.00 *$1,740.00*	$60.00 $3,600.00 *$3,600.00*
5	Epoxy Anchored Hook Bolts	100	Each	$7.00 $700.00 *$700.00*	$9.00 $900.00 *$900.00*
6	Remove and Replace 8 inch Concrete Pavement with Integral Curb	300	Syd	$58.50 $17,550.00 *$17,550.00*	$37.00 $11,100.00 *$11,100.00*
7	Remove and Replace 8 inch Concrete Pavement	300	Syd	$58.50 $17,550.00 *$17,550.00*	$41.00 $12,300.00 *$12,300.00*
8	Remove Bit Pavement/Cold Patch and Replace with 8 inch Concrete Pavement	50	Syd	$59.85 $2,992.50 *$2,992.50*	$80.00 $4,000.00 *$4,000.00*
9	Adjust Structure	5	Each	$75.00 $375.00 *$375.00*	$375.00 $1,875.00 *$1,875.00*
10	Reconstruct Structure	10	Vft	$75.00 $750.00 *$750.00*	$390.00 $3,900.00 *$3,900.00*
11	Replaster Existing Structure	10	Each	$75.00 $750.00 *$750.00*	$500.00 $5,000.00 *$5,000.00*
	TOTAL CONTRACT PRICE (Items 1 thru11)			**$85,073.75** *$85,073.75*	**$117,508.75** *$117,508.75*

Contractor's Submitted Price

*=correction made

City of Plymouth
Sidewalk Program 2016
Information Sheet

The City Commission of the City of Plymouth does hereby establish the following criteria for sidewalk repairs.

- **SETTLEMENT/HEAVING** – A rise or drop of approximately three-quarters (3/4) of an inch or more between any two (2) sections of sidewalk.

- **CRACKING** – More than two (2) cracks of one-quarter (1/4) inch in width or more in any two (2) lineal feet of sidewalk section

- **SCALING** – If, any five (5) foot lineal section of sidewalk, more than twenty-five (25%) of the surface area has scaled off to a depth of one-quarter (1/4) inch or greater, that section of sidewalk shall be replaced

- **TOO FLAT** – The concrete has dipped to allow water to pond to a depth of three-quarters (3/4) of an inch or more.

- **CITY REPAIRS** – The City of Plymouth shall be responsible for expenses related to the installation of new-handicapped ramps at the corners and for any sidewalk flags that have manhole covers in them. In addition, the City shall attempt to locate the responsible party for damage caused to sidewalks by utility dig-ups. The City shall NOT be responsible for raised sidewalks due to tree roots and it remains the policy of the City not to remove live healthy trees.

RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS It is the goal of the City Commission to Improve Public Spaces and the Infrastructure of the City, and

WHEREAS There is a need to inspect sidewalks around the City to insure that they are safe and City shall inspect one-quarter of the City each year, and

WHEREAS There is a need to repair utility patches in the roadway or sidewalks that were a result of the City doing utility work, and

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize an extension of the unit based bid of Audia Concrete Construction of Milford, Michigan not to exceed $85,073.75 based on their bid submittal.

** Remove and Replace 4" Concrete Sidewalk*	*$5.25 per S.F.*
** Remove and Replace 6" concrete drive approach and 6" sidewalk*	*$6.25 per S.F.*
** Remove and Replace 6" sidewalk ramps (MDOT)*	*$9.00 per S.F.*
** Remove and Replace concrete curb and gutter for curb drop*	*$29.00 per L.F.*
** Remove and Replace 8" concrete pavement and integral curb*	*$58.50 per S.Y.*
** Remove and Replace bituminous pavement/cold patch & replace w/8" Concrete pavement*	*$59.85 per S.Y.*
** Adjust Structure (up to 1foot)*	*$75..00 each*
** Reconstruct Structure*	*$75.00 V.F.*
** Replaster Structure*	*$75.00 Each*

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby establish the following criteria for sidewalk repairs.

- SETTLEMENT/HEAVING – A rise or drop of approximately ¾ of an inch or more between any two (2) sections of sidewalk.
- CRACKING – More than two (2) cracks of one-quarter (1/4) inch in width or more in any two (2) lineal feet of sidewalk section.
- SCALING – If, in any five (5) foot lineal section of sidewalk, more than twenty-five (25%) percent of the surface area has scaled off to a depth of one-quarter (1/4) inch or greater, that section of sidewalk shall be replaced.
- TOO FLAT – The concrete has dipped to allow water to pond to a depth of three-quarters (3/4) of an inch or more.
- CITY REPAIRS – The City of Plymouth shall be responsible for expenses related to the installation of new-handicapped ramps at the corners and for any sidewalk flags that have manhole covers in them. In addition, the City shall attempt to locate the responsible party for damage caused to sidewalks by utility dig ups. The City shall NOT be responsible for raised sidewalks due to tree roots and it remains the policy of the City NOT to remove live healthy trees.

CITY OF PLYMOUTH
201 S. MAIN
PLYMOUTH, MI 48170
www.ci.plymouth.mi.us

ADMINISTRATIVE RECOMMENDATION

To: Mayor & City Commission

From: Paul J. Sincock – City Manager

CC: *S:\MANAGER\Sincock Files\Memorandum - Revise Parking Policy for parking enforcement times 07-05-16.doc*

Date: 6/30/2016

Re: Parking Policy Update - Extend Parking Enforcement to 11:00 p.m.

BACKGROUND:

From time to time it is necessary to update the City's Parking Policy. Once section of the Policy that has not been revised since 2004 is the section dealing with when parking time restrictions will be enforced.

The change being proposed from the DDA is to allow enforcement of the time limited free parking until 11:00 p.m. Monday through Saturday. This change is meant to help with the influx of employees and customers in the late afternoon and evening and to keep a circulation of open parking spaces available in the prime parking areas.

The DDA Board is also considering for possible future action a change in the allowable parking times in the Central Parking Deck. They are reviewing a potential restriction of three hour parking on the upper level of the deck after 3:00 p.m. The Chair of the DDA has indicated that this potential action will be delayed until after they receive the results from the recently contracted parking study from Rich & Associates.

The proposed action today will simply allow timed parking enforcement to extend up to 11:00 p.m. This has been recommended by the DDA and this change will require an action of the City Commission to change the parking policy.

We have attached a brief memorandum from DDA Director Tony Bruscato with additional background information on this matter. In addition, we have included a copy of the City Parking Policy with the proposed changes highlighted mainly on pages 5 and 6.

RECOMMENDATION:

The DDA recommends to the City Commission that the City's Parking Policy be updated related to extending the allowable enforcement times to 11:00 p.m.

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.

Downtown
PLYMOUTH
Not Just a Walk in the Park

831 Penniman Ave. Plymouth MI 48170
Ph: 734.455.1453 Fax: 734.459.5792

Information Only

To: Plymouth City Commission

From: DDA Board

CC:

Date: 07/05/2016

Re: Expanded Parking Enforcement Hours

The Plymouth DDA Board wants to improve enforcement of the downtown's two-hour, on-street parking and municipal parking lots which have three-hour time limits. It's an effort to move those who work downtown from parking long-term in two- and three-hour parking spaces. The change would allow for more parking spaces for visitors downtown. As a result, the DDA has requested that Public Safety Director Al Cox hire a second parking enforcement team member, who is expected to be on staff by mid-July.

Because much of the problem centers around the influx of employees in the late afternoon and evening, the parking enforcement officer being hired by Chief Cox will work mostly evenings, with the other working mostly daytime hours.

The DDA Board would also like to see enforcement in the downtown district expanded from the current 8 p.m. to 11 p.m. to help keep the turnover in the parking lots and spaces at regular intervals. As a result, the DDA Board is requesting the City Commission approve a resolution calling for enforcement of downtown parking from the current 8 a.m. to 11 p.m.

The DDA Board is also considering changing the upper level of the Central Parking Deck from its current 8-hour parking. Because of the number of employees for afternoon shifts downtown, the DDA is considering changing the upper level to 8-hour parking until 3 p.m., and three-hour parking from 3 p.m. to 11 p.m. At this time, at the direction of DDA Chairman Oliver Wolcott, that potential change will be delayed until a study being conducted by Rich & Associates of Southfield, MI, concerning paid parking downtown, is complete.

In addition, the lower level of the Central Parking Deck and the Penniman municipal lots are 3-hour parking.

Currently, along with the upper level of the parking deck, the East Central lot (behind the Penn Theatre), the lot at Wing and Harvey and the Saxton's property are all 8-hour parking.

The DDA has commissioned a Plymouth Parking Committee made up of DDA Board members and community business leaders to ease the parking crunch downtown. Some of the efforts include increased and better signage directing motorists from the Central Parking Deck to other municipal parking lots; and public/private partnerships with owners of private parking lots to allow employees to park in their lots in the evenings, thereby making more parking spaces available for visitors to downtown Plymouth.

PARKING POLICY

Adopted by the City Commission on November 1, 2004

Revised 02-21-05 – Change Central Parking Deck lower level to three hour time limit

Revised 07-05-05 – Reduce lower level permit fee & change Penniman lot to 3 hours

Revised 04-07-08 – Change to allow 13 parking spaces on lower lever of Central Deck to be 8 hours

Revised 08-03-09 – Change to allow temp. on street 3 hour parking during streetscape/deck construction

Revised 09-08-09 – Change back to 2 hour on street parking. Deck Construction Completed

Revised 04-02-12 – Change to eliminate 13 long term spaces on lower level of deck

Revised 05-16-16 - Change to overnight parking policy

Revised 07-05-16 - Change Times of Enforcement to extend until 11:00 p.m.

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PREAMBLE:

From time to time it is necessary for the City Commission to update its policy as it relates to parking in the municipal or municipally controlled parking areas. This parking Policy is a result of deliberations that included representatives from the Plymouth Community Chamber of Commerce, the Downtown Development Authority (DDA) and the City Commission.

Further, it is the goal of the Chamber of Commerce, the City Commission and the City's Downtown Development Authority to encourage, create, maintain and manage parking in the downtown and other areas in a manner to support the economic viability and vitality of the heart of the Plymouth Community.

The demand for parking in the downtown area *(between Church to Wing and Harvey to Union/Deer)* is approaching capacity and the nature of the demand varies by location and use type. Planning for future parking needs in the downtown is prudent and there is a need to optimize current resources through the implementation of a comprehensive management and parking policy. The policy shall include the enforcement of time limited, free parking in a firm, fair and consistent manner.

PARKING SYSTEM SUPERVISION:

The Plymouth City Code indicates that the City Manager provides supervision of the municipal parking system, as indicated here:

SECTION 70-111 – Supervision: *The automobile parking system of the city shall be under the supervision and direction of the City Manager.*

This Policy Statement adopted by the City Commission, with the support of the Chamber of Commerce and the DDA shall provide guidance to the City Manager when acting in the role of parking system supervisor. Further, this City Commission Policy shall establish standards and fees when appropriate and authorized by City Ordinance.

PRIVATE PARKING LOTS:

The City recognizes that privately owned parking lots provide a significant amount of parking in the city's commercial areas. Often times these "private parking lots" are perceived as public parking areas. Private Parking lots or lots that are owned by other than the City MAY be regulated as a part of the municipal parking system ONLY with the consent and request of the owners or persons in charge of the private parking lot. The City shall determine the need for signage and shall maintain said signage in accordance with the Uniform Traffic Code for Cities R28.113b, Rule 136b. The cost for signage shall initially be borne by the City or its agents (DDA). Enforcement shall occur on private parking lots where the City has the consent and request from the owners or persons in charge of the parking lot in the same manner as in municipally owned parking lots consistent with the City's Parking Policy.

The City Manager shall develop a system to allow private parking lot owners to be regulated as a part of the municipal parking system. This system shall include the various forms and signage necessary to insure enforcement.

RESIDENTIAL PARKING IN MUNICIPAL PARKING LOTS:

The Chamber of Commerce, the DDA and the City Commission have established goals that promote downtown and downtown perimeter residential development. Due to this use overnight parking in municipal lots is sometimes required. Consistent with the goal to encourage downtown residential parking various sections of the City Code authorize a program for allowing overnight parking in municipal parking lots, including:

SECTION 70-94 – Overnight Parking, municipal parking lots:

Overnight parking in municipal parking lots IS permitted unless otherwise posted.

SECTION 70-95 - Overnight Parking Authorization to issue permits:

The City Manager is authorized to establish procedures for the issuance of permits for parking overnight on public streets, courts, alleys and municipal parking lots.

SECTION 70-112 – Rates:

The rates for parking in off-street parking lots and structures, operated as a part of the automobile parking system shall be established by resolution of the City Commission from time to time based on recommendation of the city manager. Such rates need not be uniform throughout the system, but shall be based upon demand for parking in the area, which the lot or structure serves and such other considerations as the commission shall deem pertinent. The rates and charges in effect upon the date of the adoption of this code shall remain in effect until thereafter changed as herein provided.

SECTION 70-116 – Central Parking Lot:

In the public parking lot known as the Central Parking Lot situated within the area bounded by Penniman Avenue, S. Main Street, W. Ann Arbor Trail, S. Harvey Street, no owner or operator of a motor vehicle or conveyance shall park the same or permit the same to be parked in such parking lot and structure for a continuous period of time in excess of those time restrictions placed on such motor vehicle and duly posted. Such time restrictions shall be posted at the entrances and/or designated time zone restriction areas, excluding special events designated by the City Manager. Such posted time limitations upon parking in such parking lot and structure shall be in force all days of the week excepting Sunday and legal holidays known as New Year's Day, Memorial or Decoration Day, July the Fourth or Independence Day, Labor Day, Thanksgiving Day, and Christmas Day and other days deemed appropriate by the city commission.

SECTION 70-119 – Vehicle Abandonment: *Any motor vehicle parked for over 48 consecutive hours in any parking lot or structure of the system, shall be deemed abandoned and may be removed by the city and impounded. Vehicles with residential permits shall not be considered abandoned until at least 120 hours (five days) has passed. Any motor vehicle otherwise parked in violation of this division may be removed by the city from the parking lot or structure in which it is parked and impounded. Any vehicle so impounded by the city shall not be released to the owner until all parking charges, storing and towing charges shall have been paid by the owner. The procedure for disposing of impounded vehicles shall be as specified in this chapter. The abandonment of a vehicle as provided in this section shall constitute of violation of this chapter.*

Through the adoption of this policy the City Manager as Supervisor of the Parking System *(70-111)* shall have established a residential parking program *(70-95)* for residents located in the Downtown Development District. That program shall be as follows:

- Residents must be able to show current registration for the vehicle showing an address for a building located in the Downtown Development District.

- Residents who live in the downtown area must use either the Central Parking lot/structure, designated public parking locations or private property for residential parking. The City Commission shall establish an annual fee *(70-112)* for residential parking permits in the public parking lots.

- Persons with outstanding *(unpaid)* parking tickets shall not be eligible for parking permits.

- Eligible residents will complete required forms and show appropriate documentation of compliance with this policy and pay all established fees.

- Residents will be required to prominently display the residential parking permit in accordance with the directions at the time of issuance. Failure to display the permit shall constitute a violation of the parking ordinance. Only permits authorized by the City Manager shall be valid for parking.

- Residents with permits shall be allowed to park in open parking *(non-reserved)* spaces on the upper level of the Central Parking Deck. Residents may apply for lower level reserved parking spaces *(if offered)* as long as they pay the appropriate fee for lower level reserved parking.

- It should be noted that there might be times when there are no available spaces in the lower level or upper level of the parking structure. A residential permit does not guarantee a parking space. Parking restrictions for areas outside of the Parking Structure also apply to permit holders.

By Adoption of this policy by Resolution, the City Commission does hereby establish the annual fee of $25.00 for a downtown residential parking permit for the upper level of the Central Parking Lot/Structure, designated public parking locations.

RESERVED (VANITY) PARKING CENTRAL PARKING DECK:

There has been a practice of allowing several parking spaces on the lower level of the Central Parking Lot/Structure for Reserved (or vanity) Long Term Parking. It shall be the policy of the City to allow not more than Ten (10) parking spaces for reserved/vanity long term parking *(70-116)*. By adoption of this policy the City Commission establishes a fee of $400.00 per year for a reserved/vanity long-term parking space *(70-112)*. A Reserved Parking Permit does not guarantee a particular parking space, or any parking space on the lower level of the parking deck. A Reserved Parking Permit does allow the owner of the permit to park their vehicle in ANY lower level parking space for periods of time beyond the posted time limitations on parking.

Holding a Reserved/Vanity Parking Permit does not guarantee a parking space on the lower level, due to events and other activities in the downtown.

- Reserved Parking Permits are not valid during major Special Events such as, but not limited to the following, Fall Festival, Art in the Park and the Plymouth Ice Sculpture Spectacular.

- Persons holding a Reserved/Vanity Parking Space Permit are not subject to time limitations on the Central Parking Lot/Structure, all other rules of the parking system apply.

- Vehicles with residential permits shall not be considered abandoned until at least 120 hours (five days) has passed

CENTRAL PARKING LOT/STRUCTURE PARKING TIME LIMITS:

All parking spaces on the lower level of the Central Parking Lot shall be limited to THREE HOUR parking *(70-116).* All parking time limit restrictions shall be enforced between the hours of 9:00 a.m. to ~~8:00~~ 11:00 p.m., Monday through Saturday, except designated holidays.

Signs shall be posted at the entrance to the lower level to indicate the time restrictions for all spaces *(70-116).*

The upper level of the parking deck shall be limited to eight hour parking and residential parking with permit. The upper level of the parking deck shall have time limits enforced between the hours of 6:00 a.m. to 11:00 p.m., Monday through Saturday, expect designated holidays.

ON STREET OR PUBLIC PARKING LOT MARKED PARKING SPACES (Commercial Areas):

In the areas commonly known as the Old Village Commercial Area and the Downtown Commercial Area, there are several parking spaces located on the street and in public parking lots. The City Commission has the authority to designate all municipally owned parking spaces as metered parking areas. HOWEVER, AT THIS TIME THE CITY SHALL NOT DESIGNATE ANY PUBLIC PARKING AS METERED PARKING. The focus of this policy as recommended by the Sub-Committee of the Chamber of Commerce, DDA and the City Commission is to enforce time limited free parking in a firm, fair and consistent manner.

On Street Parking Spaces and public parking lots in the Old Village Commercial Area shall be limited to Two (2) Hour maximum parking times. On Street Parking in the downtown commercial district, also knows as the Downtown Development District shall be limited to a two (2) hour maximum parking time.

Parking in the Penniman Parking Surface Lot shall be limited to either three or eight hour parking in designated areas as determined by the City Manager. Parking restrictions in these areas of the City shall be enforced Monday through Saturday between the hours of 9:00 a.m. and ~~8:00~~ 11:00 p.m. except designated holidays.

Signs shall indicate the parking time restriction as well as the enforcement times.

OVERNIGHT PARKING – ON STREET:

SECTION 70-93 – Overnight Parking:

Parking on any public street court, or alley within the city limits is hereby prohibited between the hours of 3:00 am and 6:00 am with the exception of Sundays and holidays.

INTENT:

It is the intent of the City of Plymouth to keep streets as clear as possible between the hours of 3:00 am and 6:00 am. Fewer vehicles on the street during these times provides for better street maintenance in the form of cleaning and snow removal. In addition, clear streets promote crime deterrence and offer the police department better visibility while conducting neighborhood patrols.

POLICY:

Parking on any public street court, or alley within the city limits is prohibited between the hours of 3:00 am and 6:00 am with the exception of Sundays and holidays (70-93). However, the City Manager is authorized to establish procedures for the issuance of permits for parking overnight on city streets and municipal parking lots (70-95).

The City Manager has designated that the Police Department shall have charge of the application for overnight on-street and residential parking permits. Further, the Police Department shall conduct all necessary investigations to determine need for overnight on-street residential parking permits.

OVERNIGHT RESIDENTIAL PARKING PERMIT PROCESS:

Applications for Overnight Parking Permits are available at the Police Department front counter within City Hall or online via the City's website (www.ci.plymouth.mi.us).

Applications must be completed in their entirety and submitted with all required documentation. Completed applications will then be turned over to the Police Department Ordinance Officer to review and investigate the need for a permit per this policy.

It shall be the policy of the city and required that the vehicles shall fill all available parking spaces, as determined by the building code for vehicles including the garage and driveways. A parking space shall be considered available if the original construction was for the parking of a vehicle. This includes garage space that is being used for storage and not available for vehicle parking. If garage space is being used for storage it shall be included in the available parking spaces for that residence.

In order to receive a parking permit, all vehicles must be registered to the residence address requesting the permit. Further, the driver's license of the person requesting the permit must show a valid City of Plymouth address for the location in question.

There shall be a $25.00 fee paid to the City of Plymouth for Overnight Parking Permits. This fee shall be used to cover the cost of the permit as well as processing the permit and the necessary Ordinance Officer investigation related to the permit.

TEMPORARY OVERNIGHT PARKING AUTHORIZATION:

It is understood that specific situations arise from time to time in which overnight on-street parking may be necessary. Such situations are considered temporary and infrequent. They may include emergencies, home or driveway construction, and out-of-town guests. To facilitate this need, the Temporary Overnight Parking List has been established to provide authorization for such temporary and infrequent situations.

Temporary overnight parking authorization will be limited to no more than 14 days in a calendar month. In extreme cases, additional days may be permitted at the discretion of the Chief of Police or his designee.

The Temporary Overnight Parking List is maintained within the Plymouth Community Communications Center (PCCC). A vehicle may be placed on this list by calling the PCCC and providing the following information of the vehicle that will be parked on the street:

1. **Address in which the vehicle owner/driver will be visiting.**
2. **Vehicle Make.**
3. **Vehicle License Plate Number.**
4. **Beginning and ending dates being requested to park on the street between 3:00 am and 6:00 am (limited to 14 days in any calendar month).**

PARKING SYSTEM ENFORCEMENT:

Currently Section 70-135 of the City Code indicates that a Police Officer of the City shall issue a traffic ticket or notice of violation.

Section 70-135 – Issuing Tickets:

The issuance of a traffic ticket or notice of violation by a police officer or parking enforcement officer of the city shall be deemed an allegation of a parking violation. Such traffic ticket or notice of violation shall indicate the length of time in which the person to whom the same was issued must respond before the parking violations bureau. It shall also indicate the address of the bureau, the hours during which the bureau is open, the amount of the penalty scheduled for the offense for which the ticket was issued and advise that a warrant for the arrest of the person to whom the ticket was issued will be sought if such a person fails to respond within the time limited.

Parking enforcement may be handled by either full or part time personnel of the City. Violations would be forwarded to the police administration for follow up and additional collection activity, as needed.

The cost for the enforcement program should be borne by the City as designated and determined in its annual budget. This does not preclude that the City's Downtown Development Authority budget being used to help assist in funding this effort. Any collection of fines generated by the enforcement activity should be used to offset the expense of the program. Included in the cost of the enforcement activity should be all expenses related to the Parking Enforcement Officer/Police Officer dedicated to this enforcement program as well as the cost for follow up processing and collection of the violation fees.

EVENT PARKING:

The City of Plymouth hosts a number of major special events annually. By adoption of this policy the City Commission does hereby set a fee of $5.00 for all major special events as determined by the City Manager. Event parking rates shall also be allowed to be charged on Sunday or Holidays as determined by the City Manager. Event Parking shall be allowed and may be charged in the Central Parking Deck, East Central Lot, Penniman Lot and the Harvey and Wing Parking Lot.

As a matter of policy the City shall allow up to 150 Advanced Purchase Event Parking Passes (APEPP) to be purchased by the Plymouth Community Chamber of Commerce at a cost of $3.00 each. Advanced Purchase Event Parking Passes DO NOT guarantee a parking space. Possession of an APEPP allows access to the regulated parking area when space becomes available for no additional fee. APEPP at the Central Parking Deck shall be for parking on the upper level, if space is available.

The City Manager shall be allowed to hire either temporary parking lot attendants or shall be allowed to partner with a local service organization that is a member of the Chamber of Commerce to provide for attendants during Event Parking Hours.

RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City Commission established a Parking Policy in November of 2004, and

WHEREAS From time to time the Parking Policy needs to be updated and most recently the City Administration is recommending changes to the Parking Policy related to overnight on street parking.

NOW THEREFORE BE IT RESOLVED THAT THE City Commission of the City of Plymouth does hereby adopt the following highlighted sections to the Parking Policy.

CENTRAL PARKING LOT/STRUCTURE PARKING TIME LIMITS:

All parking spaces on the lower level of the Central Parking Lot shall be limited to THREE HOUR parking *(70-116)*. All parking time limit restrictions shall be enforced between the hours of 9:00 a.m. to 11:00 p.m. Monday through Saturday, except designated holidays.

Signs shall be posted at the entrance to the lower level to indicate the time restrictions for all spaces *(70-116)*.

The upper level of the parking deck shall be limited to eight hour parking and residential parking with permit. The upper level of the parking deck shall have time limits enforced between the hours of 6:00 a.m. to 11:00 p.m., Monday through Saturday, expect designated holidays.

ON STREET OR PUBLIC PARKING LOT MARKED PARKING SPACES (Commercial Areas):

On Street Parking Spaces and public parking lots in the Old Village Commercial Area shall be limited to Two (2) Hour maximum parking times. On Street Parking in the downtown commercial district, also known as the Downtown Development District shall be limited to a two (2) hour maximum parking time.

Parking in the Penniman Parking Surface Lot shall be limited to either three or eight hour parking in designated areas as determined by the City Manager. Parking restrictions in these areas of the City shall be enforced Monday through Saturday between the hours of 9:00 a.m. and 11:00 p.m. except designated holidays.

Signs shall indicate the parking time restriction as well as the enforcement times.