



# Plymouth City Commission

## Regular Meeting Agenda

Tuesday, July 6, 2021 7:00 p.m. ONLINE ZOOM WEBINAR

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

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

Join Zoom Webinar - <https://us02web.zoom.us/j/87480122957> Webinar ID: 874 8012 2957 Passcode – 052850

International numbers available: <https://us02web.zoom.us/j/87480122957>

### Statement on explanation of the reason why the public body is meeting electronically:

On March 10, 2020, the Governor of the State of Michigan declared a State of Emergency across the State of Michigan. As a part of the response to that emergency certain changes were deemed to be reasonable and necessary to protect the public health, safety, and welfare. Due to the on-going emergency situation the Michigan Department of Public Health and Human Services has recently made certain rules about gathering in groups of people. Further, the Michigan Legislature passed legislation to temporarily suspend certain rules, regulations and procedures related to the physical presence at meetings and hearings of public bodies and other governmental entities in Michigan. These public bodies and entities must continue to conduct public business during this emergency. Recently passed legislation has made it possible for public boards to meet electronically. Due to the Public Health declarations the City of Plymouth will have its Boards and Commissions meet electronically as permitted under the newly enacted law that is known as SB1108.

#### 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 21, 2021 City Commission Regular Meeting Minutes
- b. Special Event: Bumpers, Bikes & Bands, Sunday, July 18, 2021
- c. Special Event: Inside-Out Sale (sidewalk sales), Friday-Saturday, July 30-31, 2021
- d. Special Event: Plymouth Community Fall Festival, Friday-Sunday, September 10-12, 2021

#### 5. COMMISSION COMMENTS

#### 6. OLD BUSINESS

#### 7. NEW BUSINESS

- a. Wayne County Stormwater Standards Ordinance Amendment – Final Reading
- b. City Commission Meetings in Parks
- c. Resolution of Support – Senior Alliance Annual Implementation Plan
- d. Starkweather School Development – Amendment & Rezone to P.U.D. – 1<sup>st</sup> Reading

#### 8. REPORTS AND CORRESPONDENCE

- a. Liaison Reports

#### 9. ADJOURNMENT

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

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m.-4:30 p.m., 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.



City of Plymouth Strategic Plan 2017-2021

**GOAL I - QUALITY OF LIFE**

**OBJECTIVES**

- Support the neighborhoods with high-quality customer service
- Engage in collaboration with private entities and surrounding municipalities to implement the Joint Recreation Master Plan
- Improve communication with the public across multiple platforms
- Maintain a high level of cleanliness throughout the City
- Support and host a diverse variety of events that foster community and placemaking

**ONE-YEAR TASKS 2021**

- Restore sports and recreational programs that were halted by COVID-19 as soon as possible
- Review and evaluate the special event policy with safety considerations
- Address challenges with the Kellogg Park improvements with safety considerations
- Move Kellogg Park Fountain project forward
- Continue to re-engage service clubs to help enhance parks and public properties
- Increase followers by 2,000 on all our communications platforms
- Develop an internal and external communications plan
- Upgrade City Hall facilities to accommodate remote meetings and remote participation
- Continue investigating multi-modal transportation opportunities
- Revisit noise ordinance

**GOAL II - FINANCIAL STABILITY**

**OBJECTIVES**

- Approve balanced budgets that maintain fiscal responsibility
- Advocate for increased revenue sharing with the State of Michigan
- Encourage and engage in partnerships, both public and private, to share costs of services and equipment
- Address the issue of legacy costs
- Seek out and implement efficient and effective inter-departmental collaboration
- Market our successes to attract new economic and investment opportunities

**ONE-YEAR TASKS 2021**

- Identify mechanisms for funding sources for capital improvement projects
- Increase funding to the Public Improvement Fund
- Create a potential package for financing emergency structural repairs
- Develop a comprehensive asset management plan that includes a review of the equipment fleet
- Search out other possible revenue streams through continued association with the CWW and the MML
- Develop a financial plan for public safety
- Continue to make extra payments towards legacy costs
- Monitor outside influences on our revenue sources, including unfunded mandates, the 35<sup>th</sup> District Court and the PCCS
- Negotiate three labor contracts

**GOAL III - ECONOMIC VITALITY**

**OBJECTIVES**

- Continue to support and improve active, vibrant downtown branding
- Support community and economic development projects and initiatives
- Support a mix of industrial, commercial and residential development
- Reference the Master Plan in economic decision-making

**ONE-YEAR TASKS 2021**

- Complete Saxton's development
- Develop municipal parking lot at Saxton's site
- Support development of 23 parcels adjacent to the Starkweather School property
- Continue to administer the grant and the brownfield plan to support the Pulte project's completion
- Finish Redevelopment Ready Community (RRC) certification by the end of the 2021
- Develop an annual training calendar for the Planning Commission, the Historic District Commission, the Zoning Board of Appeals and the DDA, and identify a funding source
- Implement temporary plans to assist businesses in recovery efforts

**GOAL IV - SERVICE AND INFRASTRUCTURE**

**OBJECTIVES**

- Support administration and staff by providing professional development opportunities, supplying resources, and maintaining a commitment to recruitment, retention, succession planning
- Support and deliver safe and responsive emergency services
- Maintain a sophisticated and responsive technology to communicate and manage data
- Continually record, maintain, update, and improve City infrastructure

**ONE-YEAR TASKS 2021**

- Explore enhanced pedestrian safety opportunities into targeted intersections
- Research funding opportunities for ADA compliance at the PCC
- Implement 2021 infrastructure program
- Continue training for future career development and succession planning
- Conduct a traffic study to determine whether to make additional streets one way
- Update mapping resources including parcel data, completing **50%** by the end of the year
- Update/replace current technology to ensure compliance with new regulations, rules, and operating systems
- Revisit paid parking





City of Plymouth  
 City Commission Regular Meeting Minutes  
 Monday, June 21, 2021 - 7:00 p.m.  
 In-Person at 525 Farmer and Online Webinar

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

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

**1. CALL TO ORDER**

- a. Mayor Wolcott called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance.
- b. Roll Call

Present: Mayor Oliver Wolcott, Mayor Pro Tem Nick Moroz, Commissioners Ed Krol, Marques Thomey, Kelly O'Donnell, Tony Sebastian

Excused: Commissioner Suzi Deal

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

**2. CITIZENS COMMENTS**

There were no citizen comments.

**3. APPROVAL OF THE AGENDA**

Thomey offered a motion, seconded by Krol, to approve the agenda for Monday, June 21, 2021.

There was a roll call vote.

Yes: Krol, Moroz, O'Donnell, Thomey, Sebastian, Wolcott

MOTION PASSED 6-0

**4. ENACTMENT OF THE CONSENT AGENDA**

- a. Approval of June 7, 2021 City Commission Regular Meeting Minutes
- b. Approval of May 2021 Bills
- c. Water & Sewer Rate Card #24
- d. Cemetery Rates & Rules Review FY 2021-22
- e. Community Development Rate Update
- f. Designated Depositories for Fiscal Year 2021-22

Moroz offered a motion, seconded by Sebastian, to approve the consent agenda.

There was a roll call vote.

Yes: Krol, Moroz, O'Donnell, Thomey, Sebastian, Wolcott

MOTION PASSED 6-0

**5. COMMISSION COMMENTS**

Krol said two new businesses in town are adding diversity to the retail mix. Moroz said he attended the opening of the rain gardens at PARC. Thomey encouraged residents to use the vacation check service the Plymouth Police Department offers. Sebastian said he feels encouraged that Juneteenth has been recognized as a national holiday. Wolcott thanked staff for their cleanup after recent storms and complimented PARC for developing partnerships to complete the rain gardens. He attended a 100<sup>th</sup> birthday celebration for six individuals at Independence Village, and anticipates that City Hall will be ready for hybrid meetings by the end of July.

**6. PUBLIC HEARING**

a. Annual Liquor License Review

Wolcott opened the public hearing at 7:19 p.m. Hearing no public comment, he closed the public hearing at 7:20 p.m.

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

RESOLUTION 2021-50

WHEREAS The City of Plymouth has a Liquor Management Ordinance related to the operation of all Class C Type Liquor Licenses in the City; and

WHEREAS On June 7 and 21, 2021, the City Administration presented the Liquor License Review Committee and the City Commission with information about the various liquor licensed establishments in the City; and

WHEREAS The Local Liquor License Review Committee did make a recommendation to the City Commission related to the renewal, revocation, and non-renewal of all Liquor Licenses in the City.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby recommend to the Michigan Liquor Control Commission that the following licenses be renewed:

Ironwood Grill – Past Due Invoice DDA Power Washing Fee  
Bigalora – Past Due Invoice DDA Power Washing Fee  
The Post Bistro – Past Due Invoice Patio Fee  
Stella’s Trackside – Past Due Tax Bills  
Stella’s Tavern – Past Due Tax Bills

BE IT FURTHER RESOLVED THAT the City Commission makes no recommendation related to the renewal of the liquor license for Greek Islands/Ebenezer due to the fact that they are still awaiting adjudication on previously issued MLCC violations.

There was a roll call vote.

Yes: Krol, Moroz, O’Donnell, Thomey, Sebastian, Wolcott

MOTION PASSED 6-0

**7. OLD BUSINESS**

There was no old business.

**8. NEW BUSINESS**

a. Wayne County Stormwater Standards Ordinance Amendment

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

RESOLUTION 2021-52

WHEREAS The City of Plymouth has what is commonly known as a Storm Water Permit from the State of Michigan, and as a part of that permit the City is required to maintain a certain set of standards for storm water discharged into the waterways of the State of Michigan.



NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt at the First Reading an Amendment to the City of Plymouth Code of Ordinances, Chapter 74 Utilities, Article III – Sewers, Division 5 – Storm Sewers to add:

Section 74-173 – Adoption of county storm water management ordinance

A certain document, one copy of which is on file in the office of the Department of Municipal Services of the City and one copy of which is on file in the office of the City Clerk, being marked and designated as the Wayne County Storm Water Management Ordinance (Wayne County enrolled Ordinance no. 20016-1114A) and the County Storm Water Management Administrative Rules (Wayne County Resolution no. 2006-1114B) be, and each is hereby adopted as the ordinances of the City and made a part hereof by reference and as if fully set out in this article.

There was a roll call vote.

Yes: Krol, Moroz, O'Donnell, Thomey, Sebastian, Wolcott

MOTION PASSED 6-0

b. Purchase of Valve Turning Trailer

The following resolution was offered by Krol and seconded by Moroz.

RESOLUTION 2021-53

WHEREAS The City of Plymouth operates a number of pieces of equipment in order to provide for the public health, safety, and welfare; and

WHEREAS The Department of Municipal Services is in charge of operating the City's water system to provide safe, clean, drinking water to the residents and businesses; and

WHEREAS The Department of Municipal Services has requested authorization to purchase a Hurco SD800 trailer mounted valve turning machine to assist with routine and emergency maintenance of the City's water system; and

WHEREAS Lewis Municipal Sales is a sole source distributor for our region of this equipment.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the purchase of Hurco SD800 trailer mounted valve turning machine from Lewis Municipal Sales of Carmel, Indiana in the amount of \$23,400. Funding for this purchase is authorized from the Equipment Fund.

There was a roll call vote.

Yes: Krol, Moroz, O'Donnell, Thomey, Sebastian, Wolcott

MOTION PASSED 6-0

c. Sidewalk Replacement Program

The following resolution was offered by Krol and seconded by Sebastian.

RESOLUTION 2021-54

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 a unit-based contract with Audia, Michigan not to exceed \$150,065.00 based on their bid submittal.

* Remove and replace 4" concrete sidewalk	\$9.35 per S.F.
* Remove and replace 6" concrete sidewalk ramps (ADA)	\$15.00 per S.F.
* Remove and replace 6" concrete sidewalk and drives	\$9.75 per S.F.
* Remove and replace 8" concrete sidewalk and drives	\$12.00 per S.F.
* Remove and replace concrete curb and gutter	\$40.00 per L.F.
* Epoxy anchored lane tie bars	\$ 5.00 Each
* Remove and replace 8" concrete pavement and integral curb	\$88.00 per S.Y.
* Remove bituminous pavement/cold patch and replace with 8" concrete	\$90.00 per S.Y.
* Adjust structure	\$600.00 each
* Replaster existing structure	\$190.00 vft

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby establish a construction contingency in the amount of \$11,000.00 or approximately 10% of the total bid price.

BE IT STILL 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  $\frac{3}{4}$  of an inch or more between any two (2) sections of sidewalk.
- CRACKING – More than two (2) cracks of one-quarter ( $\frac{1}{4}$ ) 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 ( $\frac{1}{4}$ ) 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 ( $\frac{3}{4}$ ) 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.

There was a roll call vote.

Yes: Krol, Moroz, O'Donnell, Thomey, Sebastian, Wolcott

MOTION PASSED 6-0



d. Liability Insurance Renewal 2021-22

The following motion was offered by Thomey and seconded by Krol.

RESOLUTION 2021-55

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

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

WHEREAS The annual liability insurance renewal will soon be due and the expected total premiums quoted by HUB International (excluding any changes through the upcoming year) is \$233,165.

NOW, THEREFORE BE IT RESOLVED that the City Commission of the City of Plymouth does hereby authorize payment of the Commercial Liability Insurance Package annual premiums to HUB International in an amount not to exceed \$223,165. Funding for these premiums are authorized from the various funds as determined by the City's budget.

There was a roll call vote.

Yes: Krol, Moroz, O'Donnell, Thomey, Sebastian, Wolcott

MOTION PASSED 6-0

e. 4<sup>th</sup> Quarter Budget Amendments

The following motion was offered by Sebastian and seconded by Krol.

RESOLUTION 2021-56

WHEREAS Actual patterns of departmental expenditures occur differently than originally projected in the 2020-2021 City Budget as adopted in June of 2020; and

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

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

NOW, THEREFORE BE IT RESOLVED, that the 2020-2021 City Budget is hereby amended as indicated in the 4th quarter amendments column of the attached Budget Amendments Summary, which is made a part of this resolution.

BE IT FURTHER RESOLVED that the City Finance Director is authorized to change the budgetary appropriations as necessary to comply with the Budget Amendments Summary effective June 21, 2021.

**BUDGET ADJUSTMENT SUMMARY  
FOURTH QUARTER - FY 20-21**

FUND DEPT./ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>GENERAL FUND REVENUE: #101</b>							
Property Taxes	6,388,739	-	100	-	600	700	6,387,439
Licenses & Permits	6,100	-	-	-	-	-	6,100
Federal/State Grants	30,550	240,075	27,291	(29,550)	161,184	399,000	429,550
State-Shared Revenues	1,099,696	(41,736)	34,018	2,800	-	(4,918)	1,094,848
Charges for Services	814,110	-	-	4,000	1,500	5,500	819,610
Cemetery Revenues	162,500	-	-	-	4,400	4,400	166,900
Parking Revenues	88,200	200	-	(20,930)	-	(20,730)	67,470
Other Operating Revenues	668,930	(32,500)	(46,790)	(54,850)	(19,000)	(153,140)	515,790
Appropriation of Surplus	-	-	-	190,453	-	190,453	190,453
<b>Total Operating Revenue</b>	<b>9,243,698</b>	<b>166,039</b>	<b>14,619</b>	<b>91,913</b>	<b>146,694</b>	<b>421,265</b>	<b>9,864,681</b>
Transfers In From Other Sources	10,000	-	-	-	-	-	10,000
<b>Total Revenue All Classes</b>	<b>9,253,698</b>	<b>166,039</b>	<b>14,619</b>	<b>91,913</b>	<b>146,694</b>	<b>421,265</b>	<b>9,874,981</b>
<b>GENERAL FUND EXP: #101</b>							
City Commission	116,980	-	-	-	4,915	4,915	121,875
City Manager	316,880	-	-	-	31,355	31,355	348,235
Legal Services	128,500	10,000	-	-	-	10,000	138,500
Finance Department	483,425	1,800	500	-	(23,600)	(21,500)	441,925
City Clerk	159,000	-	1,400	-	14,480	15,880	174,880
City Assessor	86,780	-	6,000	-	(4,798)	204	88,984
Management Information Services	280,620	-	8,000	-	(6,475)	2,225	283,145
Election Services	102,320	2,400	7,000	-	(16,850)	(7,450)	94,870
Cemetery	141,950	-	1,000	-	4,950	5,950	147,900
Police Department	4,095,695	-	-	(52,250)	50,000	(2,250)	4,093,445
Fire Department	998,840	5,280	760	68,000	50,340	113,380	1,112,220
MSD Administration	280,550	300	5,000	-	5,180	10,490	271,040
City Hall Maintenance	116,855	-	4,825	-	18,425	23,060	139,908
Parks & Public Property	199,500	-	-	-	5,090	5,090	204,590
MSD Yard Maintenance	79,455	-	-	-	2,375	2,375	81,830
Street Lighting	163,000	-	-	-	17,625	17,625	180,625
Miscellaneous MSD Services	2,325	-	-	-	20	20	2,345
Bayney Maintenance Expense	-	-	-	-	-	-	-
Special Events	174,325	1,500	-	-	(33,050)	(31,550)	142,775
Parking System	41,225	-	-	-	8,275	8,275	47,500
MSD Services - DDA	166,200	-	-	-	1,075	1,075	167,175
Other Functions	282,300	-	4,700	-	49,315	54,015	316,315
Capital Outlay	257,500	10,000	147,350	46,120	(29,875)	173,595	431,095
Debt Service	31,234	-	-	-	-	-	31,234
<b>Tot. Gen'l Operating Expenditures</b>	<b>8,844,430</b>	<b>31,990</b>	<b>165,325</b>	<b>49,870</b>	<b>149,694</b>	<b>416,879</b>	<b>9,060,318</b>
Transfers Out to Other Funds	380,843	100,000	-	125,000	-	225,000	614,843
Contingency	219,614	34,049	(170,706)	(82,957)	-	(219,614)	-
<b>Total Expenditures</b>	<b>9,253,698</b>	<b>166,039</b>	<b>14,619</b>	<b>91,913</b>	<b>146,694</b>	<b>421,265</b>	<b>9,874,981</b>



**BUDGET ADJUSTMENT SUMMARY  
FOURTH QUARTER - FY 20-21**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>MAJOR ST FUND REV:</b>							
Gas & Weight Taxes	696,616	(4,749)	-	-	-	(4,749)	693,870
Contrib & Other	16,000	(7,500)	(3,500)	-	(3,000)	(14,000)	1,000
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>703,616</b>	<b>(12,249)</b>	<b>(3,500)</b>	<b>-</b>	<b>(3,000)</b>	<b>(18,748)</b>	<b>684,870</b>
<b>MAJOR ST FUND EXP:</b>							
Administration/Debt	20,726	-	(4,375)	-	8,650	4,275	26,000
Routine Maintenance	129,226	-	276	-	2,676	2,950	132,176
Stormwater System Maintenance	1,000	-	-	-	-	-	1,000
Traffic Signal Maintenance	70,760	-	676	-	850	1,426	72,176
Snow & Ice Control	85,975	-	26	-	600	626	86,600
Road Construction	30,000	-	-	-	(15,776)	(15,776)	14,226
Transfers Out to Other Funds	344,300	-	-	-	-	-	344,300
Contingency	21,643	(12,249)	-	-	-	(12,249)	9,396
<b>TOTAL EXPENDITURES</b>	<b>703,616</b>	<b>(12,249)</b>	<b>(3,500)</b>	<b>-</b>	<b>(3,000)</b>	<b>(18,748)</b>	<b>684,870</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>LOCAL ST FUND REV:</b>							
Gas & Weight Taxes	276,045	4,842	-	-	-	4,842	280,887
Contrib & Other	355,280	-	-	-	4,126	4,126	359,405
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>631,325</b>	<b>4,842</b>	<b>-</b>	<b>-</b>	<b>4,126</b>	<b>8,767</b>	<b>640,092</b>
<b>LOCAL ST FUND EXP:</b>							
Administration/Debt	23,376	3,076	(200)	-	626	3,500	26,876
Routine Maintenance	160,676	-	-	-	2,750	2,750	163,426
Stormwater System Maintenance	1,000	-	-	-	-	-	1,000
Traffic Signal Maintenance	42,626	26	160	-	150	326	42,950
Snow & Ice Control	40,400	-	60	-	350	400	40,800
Road Construction	30,000	-	-	-	260	260	30,260
Contingency	333,350	1,642	-	-	-	1,642	334,992
<b>TOTAL EXPENDITURES</b>	<b>631,325</b>	<b>4,842</b>	<b>-</b>	<b>-</b>	<b>4,126</b>	<b>8,767</b>	<b>640,092</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>RECREATION FUND REV:</b>							
Cultural Center Revenues	531,000	-	(50,260)	(56,900)	220	(106,939)	424,070
Transfer from General Fund	260,000	100,000	-	50,000	-	150,000	400,000
Administrative Charges	1,000	-	-	(600)	-	(500)	500
Program Fees & Charges	306,100	(70,000)	(23,600)	-	426	(89,076)	216,026
Appropriation of Surplus	86,945	(60,782)	(44)	-	-	(60,826)	26,119
<b>TOTAL REVENUE</b>	<b>1,179,045</b>	<b>(80,782)</b>	<b>(73,704)</b>	<b>(7,400)</b>	<b>646</b>	<b>(111,331)</b>	<b>1,067,714</b>
<b>RECREATION FUND EXP:</b>							
Cultural Center & Administration	976,626	-	(33,327)	(4,000)	(5,406)	(42,732)	934,093
Basic Skills	8,200	-	(4,000)	700	2,150	(1,150)	7,050
Recreation Vending	-	-	-	-	-	-	-
Recreation Services	23,875	-	(16,857)	750	(2,600)	(17,807)	6,268
Adult Athletics	-	-	-	-	-	-	-
Youth Athletics	8,850	-	-	-	10	10	8,860
Miracle League	9,100	-	-	-	290	290	9,390
PCHA	17,000	-	1,350	(2,000)	-	(850)	16,300
PCHA - Mini Miles	4,900	-	(2,450)	-	75	(2,375)	2,525
MSD Services	8,550	-	(26)	890	4,280	5,085	11,135
Soccer	96,760	(30,782)	(7,000)	1,000	1,776	(35,007)	61,743
Liquor	3,520	-	(1,780)	300	-	(1,480)	2,060
Classes & Special Events	20,160	-	(8,000)	(5,000)	-	(13,000)	7,160
Therapeutic Program	1,000	-	(250)	-	-	(250)	750
Senior Programs-Classes	5,026	-	(2,476)	-	-	(2,476)	2,550
Plymouth-Canton Steelers	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,179,045</b>	<b>(80,782)</b>	<b>(73,704)</b>	<b>(7,400)</b>	<b>646</b>	<b>(111,331)</b>	<b>1,067,714</b>

**BUDGET ADJUSTMENT SUMMARY**  
**FOURTH QUARTER - FY 20-21**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>SOLID WASTE FUND REV: #228</b>							
Property Taxes	1,088,500	-	3,000	2,100	33,780	38,880	1,097,380
Sales of Service	410,800	-	-	2,700	1,036	3,736	414,536
Transfer from General Fund	11,633	-	-	-	-	-	11,633
Appropriation of Surplus	30,687	-	(2,350)	-	-	(2,350)	28,337
<b>TOTAL REVENUE</b>	<b>1,511,400</b>	<b>-</b>	<b>650</b>	<b>4,800</b>	<b>34,786</b>	<b>40,246</b>	<b>1,551,646</b>
<b>SOLID WASTE FUND EXP: #226</b>							
Operating Expenses	1,493,900	-	650	4,800	34,786	40,246	1,534,146
Landfill Closure	-	-	-	-	-	-	-
Contingency	17,500	-	-	-	-	-	17,500
Transfer Out to Other Funds	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,511,400</b>	<b>-</b>	<b>650</b>	<b>4,800</b>	<b>34,786</b>	<b>40,246</b>	<b>1,551,646</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>DDA OPER FUND REV: #248</b>							
Property Taxes-Non School	1,069,310	-	-	-	-	-	1,069,310
Program Fees & Other	91,460	-	-	8,000	-	8,000	97,460
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>1,149,780</b>	<b>-</b>	<b>-</b>	<b>8,000</b>	<b>-</b>	<b>8,000</b>	<b>1,155,780</b>
<b>DDA OPER FUND EXP: #248</b>							
Administration	315,680	-	-	4,160	-	4,160	319,730
Police Services	33,700	-	-	-	-	-	33,700
Parking System	45,120	-	-	6,000	-	6,000	50,120
Saxton Parking Facility	10,000	-	-	-	-	-	10,000
DDA Marketing	88,200	-	-	276	-	276	88,476
Streetscape Maintenance	282,930	-	-	8,000	-	8,000	290,930
Contrib to DDA Debt Funds	226,210	-	-	-	-	-	226,210
Contrib to DDA Cap Imp Fund	25,000	-	-	100,000	-	100,000	125,000
Contingency	123,020	-	-	(111,426)	-	(111,426)	11,596
<b>TOTAL EXPENDITURES</b>	<b>1,149,780</b>	<b>-</b>	<b>-</b>	<b>8,000</b>	<b>-</b>	<b>8,000</b>	<b>1,155,780</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>BLDG &amp; ENGINEERING FD REV: #249</b>							
Permit Fees	683,750	-	500	(48,250)	(21,658)	(69,408)	494,342
Contrib. & Other	84,000	-	-	50,000	-	50,000	134,000
Appropriation of Surplus	6,350	-	(450)	-	-	(450)	5,900
<b>TOTAL REVENUES</b>	<b>634,100</b>	<b>-</b>	<b>50</b>	<b>1,750</b>	<b>(21,658)</b>	<b>(19,858)</b>	<b>614,242</b>
<b>BLDG &amp; ENGINEERING FD EXP: #249</b>							
Engineering/Inspections	629,100	-	50	1,750	(21,658)	(19,858)	609,242
Capital Outlay	5,000	-	-	-	-	-	5,000
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>634,100</b>	<b>-</b>	<b>50</b>	<b>1,750</b>	<b>(21,658)</b>	<b>(19,858)</b>	<b>614,242</b>



**BUDGET ADJUSTMENT SUMMARY  
FOURTH QUARTER - FY 20-21**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
<b>NBHD SERVICES FUND REV: #252</b>							
Miscellaneous	19,720	-	-	-	-	-	19,720
Transfer from General Fund	73,010	-	-	-	-	-	73,010
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>92,730</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>92,730</b>
<b>NBHD SERVICES FUND EXP: #262</b>							
Administration	500	-	-	-	-	-	500
CVDA Community Center	2,000	-	-	-	-	-	2,000
Senior Transportation	86,650	-	-	-	-	-	86,650
Contingency	3,680	-	-	-	-	-	3,680
<b>TOTAL EXPENDITURES</b>	<b>92,730</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>92,730</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
<b>BROWNFIELD OPER FUND REV: #264</b>							
Property Taxes	53,840	-	-	-	(353)	(353)	53,487
Contrib. & Other	210	-	-	-	-	-	210
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>54,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(353)</b>	<b>(353)</b>	<b>53,697</b>
<b>BROWNFIELD OPER FUND EXP: #264</b>							
Administration	5,350	-	-	-	(40)	(40)	5,350
Site Remediation	48,450	-	-	-	(313)	(313)	48,137
Contrib. & Other	-	-	-	-	-	-	-
Contingency	210	-	-	-	-	-	210
<b>TOTAL EXPENDITURES</b>	<b>54,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(353)</b>	<b>(353)</b>	<b>53,697</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
<b>BROWNFIELD SITE REM FUND REV: #266</b>							
Federal/State Grants	500,000	-	-	-	(151,406)	(151,406)	348,594
Contrib. & Other	50	-	-	-	-	-	50
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>500,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>348,644</b>
<b>BROWNFIELD SITE REM FUND REV: #266</b>							
Capital Improvements	500,000	-	-	-	(151,406)	(151,406)	348,595
Miscellaneous	50	-	-	-	-	-	50
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>500,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>348,645</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
<b>PUBLIC IMP FUND REV: #401</b>							
Contrib. & Other	50	-	-	25,000	-	25,000	25,050
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>25,050</b>
<b>PUBLIC IMP FUND EXP: #401</b>							
Contrib. & Other	-	-	-	-	-	-	-
Contingency	50	-	-	25,000	-	25,000	25,050
<b>TOTAL EXPENDITURES</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>25,050</b>

**BUDGET ADJUSTMENT SUMMARY  
FOURTH QUARTER - FY 20-21**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>REC CAP IMP FUND REV: #402</b>							
Contrib. & Other	19,000	-	-	-	1,928	1,928	20,928
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>19,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,928</b>	<b>1,928</b>	<b>20,928</b>
<b>REC CAP IMP FUND EXP: #402</b>							
Capital Improvements	15,000	-	-	-	1,928	1,928	16,928
Contingency	4,000	-	-	-	-	-	4,000
<b>TOTAL EXPENDITURES</b>	<b>19,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,928</b>	<b>1,928</b>	<b>20,928</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>DDA CAP IMP FUND REV: #406</b>							
Contrib. & Other	25,060	-	-	100,000	-	100,000	125,060
Appropriation of Surplus	-	119,377	-	(30,378)	-	88,999	88,999
<b>TOTAL REVENUES</b>	<b>25,060</b>	<b>119,377</b>	<b>-</b>	<b>69,622</b>	<b>-</b>	<b>188,999</b>	<b>214,049</b>
<b>DDA CAP IMP FUND EXP: #406</b>							
Capital Improvements	25,060	119,377	-	69,622	-	188,999	214,049
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>25,060</b>	<b>119,377</b>	<b>-</b>	<b>69,622</b>	<b>-</b>	<b>188,999</b>	<b>214,049</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>2016 LTGO BOND CONSTR FD REV: #475</b>							
Contrib. & Other	-	-	-	-	882,969	882,969	882,969
Appropriation of Surplus	153,248	-	-	-	-	-	153,248
<b>TOTAL REVENUES</b>	<b>153,248</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>882,969</b>	<b>882,969</b>	<b>1,016,216</b>
<b>2016 LTGO BOND CONSTR FD EXP: #475</b>							
Capital Outlay	153,248	-	-	-	-	-	153,248
Contingency	-	-	-	-	882,969	882,969	882,969
<b>TOTAL EXPENDITURES</b>	<b>153,248</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>882,969</b>	<b>882,969</b>	<b>1,016,216</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>2020 GO BOND CONSTR FD REV: #496</b>							
Contrib. & Other	-	-	-	-	-	-	-
Appropriation of Surplus	1,811,876	-	-	-	35,625	35,625	1,847,500
<b>TOTAL REVENUES</b>	<b>1,811,876</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,625</b>	<b>35,625</b>	<b>1,847,500</b>
<b>2020 GO BOND CONSTR FD EXP: #496</b>							
Capital Outlay	1,811,876	-	-	-	35,625	35,625	1,847,500
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,811,876</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,625</b>	<b>35,625</b>	<b>1,847,500</b>

**BUDGET ADJUSTMENT SUMMARY  
FOURTH QUARTER - FY 20-21**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>WATER &amp; SEWER CAP IMP FUND #560</b>							
Contrib. & Other	480,000	-	-	110,400	-	110,400	590,400
Appropriation of Surplus	200,000	-	-	(79,663)	-	(79,663)	120,337
<b>TOTAL REVENUES</b>	<b>680,000</b>	<b>-</b>	<b>-</b>	<b>30,737</b>	<b>-</b>	<b>30,737</b>	<b>720,737</b>
<b>WATER &amp; SEWER CAP IMP FUND #560</b>							
Capital Outlay	580,000	-	-	30,737	-	30,737	720,737
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>680,000</b>	<b>-</b>	<b>-</b>	<b>30,737</b>	<b>-</b>	<b>30,737</b>	<b>720,737</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>WATER/SEWER OPER FUND REV: #562</b>							
Sales & Service Charges	4,397,405	(30,000)	350	630,328	6,350	507,029	4,904,434
Sale of Bonds	-	-	-	-	-	-	-
Appropriation of Surplus	-	-	-	999,859	-	999,859	999,859
<b>TOTAL REVENUES</b>	<b>4,397,405</b>	<b>(30,000)</b>	<b>350</b>	<b>1,630,188</b>	<b>6,350</b>	<b>1,606,888</b>	<b>6,004,293</b>
<b>WATER/SEWER OPER FUND EXP: #592</b>							
Administration	3,408,450	475	-	1,931,608	16,312	1,948,396	6,256,846
Trunk & Lateral	218,100	-	450	(15,000)	(6,755)	(20,305)	194,795
Mains Maintenance	231,825	-	100	(20,000)	(239)	(20,139)	211,786
Motor Maintenance	151,825	-	-	(10,000)	(8,990)	(18,990)	132,835
Service Maintenance	41,825	-	3,895	5,000	1,490	10,175	52,000
Hydrant Maintenance	45,925	-	1,575	5,000	3,632	10,107	56,032
Capital Outlay	-	-	-	-	-	-	-
Contingency	302,355	(30,475)	(5,460)	(266,420)	-	(322,355)	-
<b>TOTAL EXPENDITURES</b>	<b>4,397,405</b>	<b>(30,000)</b>	<b>350</b>	<b>1,630,188</b>	<b>6,350</b>	<b>1,606,888</b>	<b>6,004,293</b>

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
<b>EQUIPMENT FUND REV: #661</b>							
Miscellaneous	807,750	-	7,500	-	96,760	104,260	912,010
Appropriation of Surplus	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>807,750</b>	<b>-</b>	<b>7,500</b>	<b>-</b>	<b>96,760</b>	<b>104,260</b>	<b>912,010</b>
<b>EQUIPMENT FUND EXP: #661</b>							
Miscellaneous	781,060	-	16,260	-	23,722	39,982	801,042
Contingency	48,860	-	(8,760)	-	73,038	64,278	110,568
<b>TOTAL EXPENDITURES</b>	<b>807,750</b>	<b>-</b>	<b>7,500</b>	<b>-</b>	<b>96,760</b>	<b>104,260</b>	<b>912,010</b>

There was a roll call vote.

Yes: Krol, Moroz, O'Donnell, Thomey, Sebastian, Wolcott

MOTION PASSED 6-0



**9. REPORTS AND CORRESPONDENCE**

a. Liaison Reports

Krol provided a report on the ZBA meeting, Moroz provided a report on the Planning Commission meeting, and Sebastian provided a report on the merchant meeting. O'Donnell said the Planning Commission is beginning to look at noise intensity in applications that come before them.

**10. ADJOURNMENT**

Hearing no further discussion, Wolcott asked for a motion to adjourn at 7:59 p.m. A motion to adjourn was offered by Krol and seconded by Sebastian.

There was a roll call vote.

Yes: Krol, Moroz, O'Donnell, Thomey, Sebastian, Wolcott

MOTION PASSED 6-0

---

OLIVER WOLCOTT  
MAYOR

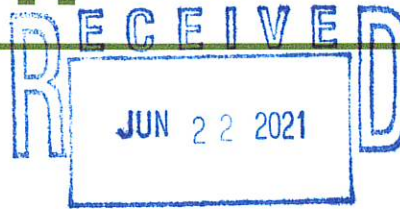
---

MAUREEN A. BRODIE, CMC, MIPMC  
CITY CLERK



# Special Event Application

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



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

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

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

Sponsoring Organization's Legal Name Old Village Association  
 Ph# 517-712-0440 Fax# N/A Email plymoutholdvillage-association@yahoo.com Website oldvillageplymouth.com  
 Address 638 Starkweather St City Plymouth State MI Zip 48170  
 Sponsoring Organization's Agent's Name Latricia Horstman Title President  
 Ph# 517-712-0440 Fax# N/A Email latricia\_art@yahoo.com Cell# 517-712-0440  
 Address 638 Starkweather St City Plymouth State MI Zip 48170

Event Name Bumpers Bikes & Bands  
 Event Purpose to raise awareness & funds for projects & events in the village!  
 Event Date(s) July 18, 2021  
 Event Times 11am - 3pm  
 Event Location Starkweather St. from Spring to Division and Liberty Davis to Mill. (see map)  
 What Kind Of Activities? Car show with live music

What is the Highest Number of People You Expect in Attendance at Any One Time? we estimate 200-300  
 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.)  
An annual event, we will host usually anywhere from 60-100 cars, trucks and motorcycles along Starkweather Street. Cars stay parked and off. Participants can watch live music at a "stage" area on liberty and Starkweather, enjoy food & drink at local restaurants, and visit local shops. We have a silent auction and give awards for the vehicles.



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):

Yes! Third Sunday of July

Next year's specific dates:

July 17, 2022

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

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

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

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

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

**CITY SERVICES REQUIRED?** If needed, please attach a letter indicating all requests for City Services.

(see Attachment B)

\* trash boxes (3) three please  
\* Porta potties - these were not delivered until halfway through our last event 2019. We need two please  
\* electricity at Starkweather & Liberty  
\* Police - we usually see officers patrolling.

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.** we use small yard signs one week prior to event

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

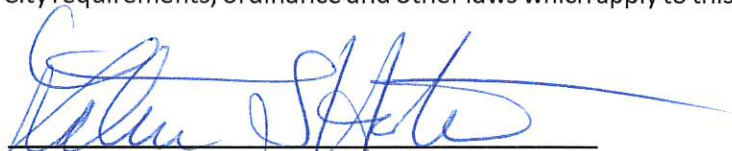
If Yes, list the lots or locations where/why this is requested:

Cars will park herringbone pattern down Starkweather. Can we ask for no parking signs for day of on the streets that are closed? We always have bar cars left from the night before.

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.

5/29/21  
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**

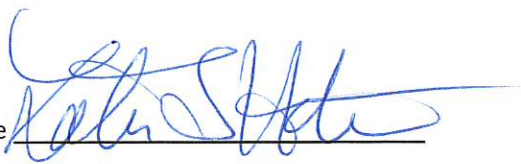
**Phone: (734) 453-1234 ext. 203**



11. INDEMNIFICATION AGREEMENT

**INDEMNIFICATION AGREEMENT**

The Old Village Ass. (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 Bikes x 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 5/29/21

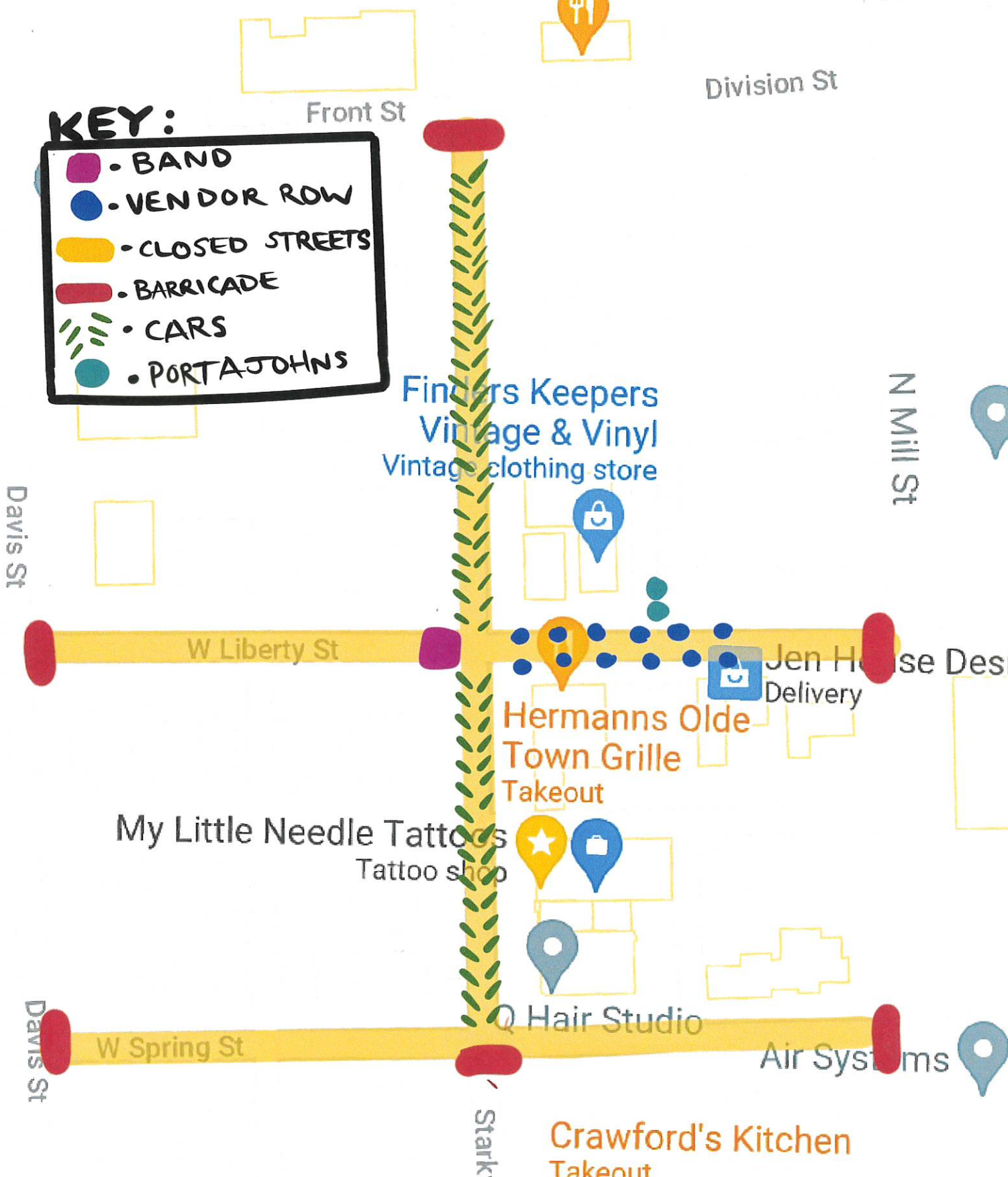
Witness \_\_\_\_\_

Date \_\_\_\_\_



# KEY:

-  - BAND
-  - VENDOR ROW
-  - CLOSED STREETS
-  - BARRICADE
-  - CARS
-  - PORTAJOHNS



# Bumpers Bikes & Bands map

usan's Styling Center

Stark St

Mill St

### EVENT REVIEW FORM

<b>MUNICIPAL SERVICES:</b>	<u>Approved</u>	Denied	(list reason for denial)	Initial	CP
	PORT-A - JOHNS \$250				
	BARRICADES / NP SIGN INSTALL / PICKUP				
	\$250 Bathroom Cleaning Fee Per Day of Event? YES <u>NO</u>				
Labor Costs:	\$ 400	Equipment Costs:	\$ 75	Materials Costs	\$ 250
<b>POLICE:</b>	<u>Approved</u>	Denied	(list reason for denial)	Initial	JCC
	1 - OFFICER @ 4 HAS				
Labor Costs \$		Equipment Costs \$	304-	Materials Costs \$	
<b>FIRE:</b>	<u>Approved</u>	Denied	(list reason for denial)	Initial	JCO
	4 Firefighters Engine / Squad				
Labor Costs \$	300.00	Equipment Costs \$		Materials Costs \$	
<b>HVA:</b>	Approved	Denied	(list reason for denial)	Initial	
<b>DDA:</b>	<u>Approved</u>	Denied	(list reason for denial)	Initial	TB
Labor Costs \$	0	Equipment Costs \$		Materials Costs \$	
<b>RISK MANAGEMENT:</b>	<u>Approved</u>	Denied	(list reason for denial)	Initial	NB
Class I - Low Hazard	Certificate of Insurance naming City of Piquette				
<u>Class II - Moderate Hazard</u>	as ADDITIONAL INSURED in Description area.				
Class III - High Hazard					
Class IV - Severe Hazard					

EVENT NAME: Bumpers Bikers Bands TOTAL ESTIMATED FEE: \_\_\_\_\_  
 (Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event).

SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____
APPROVED _____ NOT APPROVED _____ DATE _____



# 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 Plymouth Community Chamber of Commerce

Ph# 734-453-1540 Fax# 734-404-6026 Email admin@plymouthmich.org Website www.plymouthmich.org

Address 850 W. Ann Arbor Trail City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name Mary Nyhus Title Event Manager

Ph# same Fax# same Email same Cell# \_\_\_\_\_

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

Event Name Inside-Out Sale (previously called Sidewalk Sales)

Event Purpose Retail shops can clear out older merchandise to make room for fall/winter merchandise

Event Date(s) July 30 & 31, 2021

Event Times Friday: 10 a.m. to 8 p.m., Saturday: 10 a.m. to 6 p.m.

Event Location Downtown Plymouth

What Kind Of Activities? Shopping

What is the Highest Number of People You Expect in Attendance at Any One Time? 200

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

Event Details: Participating retail shops will put their sale merchandise on tables on the sidewalks in front of their stores or have an inside sale. Some stores may want to use parking spaces in front to their stores for extra space to display their sales items.



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

City Operated  Cosponsored Event  Other NonProfit  Other ForProfit  Political or Ballot Issue

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

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

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

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

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

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

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

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

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

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

**\*\*Some stores may want to use parking spaces in front to their stores for extra space to display their sales items.**

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:

The length of the event is over the 2-3 hour time limit in public parking areas



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

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

6/11/2021

Date

Mary Nyhus

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) 4531234 ext. 203



11. INDEMNIFICATION AGREEMENT

**INDEMNIFICATION AGREEMENT**

The Plymouth Community Chamber of Commerce (*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 Inside Out Summer Sales (*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 Mary Nyhus

Date 6/11/2021

Witness Wanda Clouston

Date 6/11/2021

**EVENT REVIEW FORM**

EVENT NAME: Inside Out Sales

TOTAL ESTIMATED FEE: \_\_\_\_\_

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

<b>MUNICIPAL SERVICES:</b>	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>CP</u>
NO SERVICES NEEDED UNLESS RETAILERS WANT DEDICATED PARKING SPACES. WILL NEED TO KNOW WHO/HOW MANY TO CALCULATE COSTS.				
\$250 Bathroom Cleaning Fee Per Day of Event? <b>YES</b> <span style="float:right;"><u>NO</u></span>				
Labor Costs: \$	Equipment Costs: \$	Materials Costs	\$	
<b>POLICE:</b>	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>ACC</u>
NO SERVICES NEEDED				
Labor Costs \$	Equipment Costs \$	Materials Costs	\$	
<b>FIRE:</b>	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>JD</u>
No Services Required				
Labor Costs \$	Equipment Costs \$	Materials Costs	\$	
<b>HVA:</b>	Approved	Denied	(list reason for denial)	Initial
<b>DDA:</b>	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>TB</u>
Labor Costs \$	Equipment Costs \$	Materials Costs	\$	
<b>RISK MANAGEMENT:</b>	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>MB</u>
Class I – Low Hazard				
Class II – Moderate Hazard				
Class III – High Hazard				
Class IV – Severe Hazard				
SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____				
APPROVED _____ NOT APPROVED _____ DATE _____				





# Special Event Application

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

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

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

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

<b>Sponsoring Organization's Legal Name</b>		<u>Plymouth Community Fall Festival</u>						
Ph#	<u>734-355-0199</u>	Fax#		Email	<u>info@plymouthfallfestival.com</u>	Website		
Address	<u>PO Box 6177</u>		City	<u>Plymouth</u>	State	<u>MI</u>	Zip	<u>48170</u>
<b>Sponsoring Organization's Agent's Name</b>		<u>Eric Joy</u>			<b>Title</b>	<u>President</u>		
Ph#	<u>734-355-0199</u>	Fax#		Email		Cell#	<u>734-754-4400</u>	
Address	<u>SAME</u>		City		State		Zip	

**Event Name** Plymouth Community Fall Festival

**Event Purpose** Fundraising opportunity for local non-profit groups

**Event Date(s)** September ~~9-13~~<sup>10-12</sup>, 2021

**Event Times** Sept 10 3pm -10pm, Sept 11 7 am- 10 pm, Sept 12 12pm- 6pm

**Event Location** Kellogg park and all surrounding streets

**What Kind Of Activities?** Carnival with rides, food vendors, craft fair, car show, live music, pet show

**What is the Highest Number of People You Expect in Attendance at Any One Time?** 20,000

**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.)  
 Since 1956 the Plymouth Fall Festival has been the flagship festival in the Plymouth Community. Food booths operated local non-profit community groups. A carnival with rides, car and craft shows, family entertainment for all.



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):

Weekend after Labor Day

Next year's specific dates:

Sept 9-11, 2022

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

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

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

DMS, Police, Fire, HVA

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

8. **EVENT SIGNS:** Will this event include the use of signs? YES  NO

If Yes, refer to Policy 12.8 for requirements, and describe the size and location of your proposed signs. **Please complete a sign illustration / description sheet and include with the application.**

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

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

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


YES  NO

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

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

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

6/5/2021  
Date

  
Signature of Sponsoring Organization's Agent

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

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

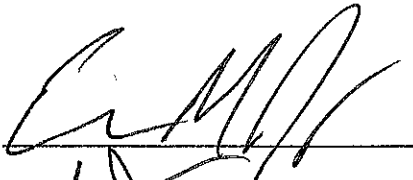
Phone: (734) 453-1234 ext. 203




11. INDEMNIFICATION AGREEMENT

**INDEMNIFICATION AGREEMENT**

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

Signature 

Date 6/5/2021

Witness 

Date 6/5/21

# Fall Festival

## EVENT REVIEW FORM

<b>MUNICIPAL SERVICES:</b>	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <b>CP</b>
EVENT STAFFING W/ SUPERVISOR DURING EVENT BARRICADE SET UP / CLEAN UP				
\$250 Bathroom Cleaning Fee Per Day of Event? <b>(YES) X 3 DAYS</b> NO				
Labor Costs:	\$ 16,000	Equipment Costs:	\$ 5,000	Materials Costs \$ 10,000
<b>POLICE:</b>	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <b>gcc</b>
COMMAND + PATROL OFFICERS @ 59 HRS WACO SHERIFF RESERVE @ 6 HRS MAIASS SECURITY @ 168 HRS (INCLUDING OVERNIGHT)				
Labor Costs \$		Equipment Costs \$	8958 -	Materials Costs \$
<b>FIRE:</b>	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <b>gcs</b>
6 Firefighters - Staffing 3 Days				
Labor Costs \$	4800	Equipment Costs \$		Materials Costs \$
<b>HVA:</b>	<input type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
<b>DDA:</b>	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <b>TB</b>
Labor Costs \$	2,500 power washing	Equipment Costs \$		Materials Costs \$
<b>RISK MANAGEMENT:</b>	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <b>WFO</b>
Class I - Low Hazard	Food + Higher risk vendors should provide liability			
Class II - Moderate Hazard	insurance naming SPONSOR and City of Plymouth as			
<u>Class III - High Hazard</u>	Additional Insured and in Description area - Along with			
Class IV - Severe Hazard	CG 2026 or equivalent. [also] need Cert. of Insurance from SPONSOR			

EVENT NAME: \_\_\_\_\_ TOTAL ESTIMATED FEE: \_\_\_\_\_  
 (Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event.)  
 addition of Umbrella coverage

SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ \_\_\_\_\_

APPROVED \_\_\_\_\_ NOT APPROVED \_\_\_\_\_ DATE \_\_\_\_\_



## Administrative Recommendation

---

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

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

To: Mayor & City Commission  
From: Paul J. Sincock, City Manager  
CC: *S:\Manager\Sincock Files\Memorandum - Adoption of County Storm Water Standards final reading 07-06-21.docx*  
Date: June 28, 2021  
RE: Ordinance Amendment Final Reading – Adoption of Wayne County Storm Water Standards

---

### Background

The City Commission may be aware that we are required to have a Storm Water Permit from the State of Michigan. This allows the city to have storm water (rain/snow) flow into our storm sewers and then to the Tonquish and Byron Creeks and ultimately to the Rouge River and beyond. As a part of our permitting process, we are required to adopt a formal set of standards. One of the purposes of these standards is to help prevent flooding like we saw last weekend during a major storm event.

If you look at the work that PARC has completed with their repaved parking lot, you will notice a number of “rain gardens” that will take the storm flows, limiting the amount of water going into the storm water system. Another option for PARC would have been to put in underground storage that would allow a slow release of storm water flows. Either option is extremely expensive to build and maintain, but very helpful in a major storm event in helping to prevent flooding down stream from the City, but also within the City. In PARC’s case, the storm water from the parking lots and roof would be all sent to the tube on Harvey Street causing even more of a back than we already experience there. The use of rain gardens helps to lessen the load at peak demand during a storm event.

The city really has a couple of options at this point. The first is to develop and adopt our own standards, which means we would have to engage the services of an Engineer to develop our program and update our program as we progress. The second option is to adopt the Wayne County standards, which are developed by Wayne County and acceptable to the State of Michigan.

Either way, storm water processing will be and has already been a costly addition to both existing and new developments. These requirements by the State of Michigan will impact the City’s costs to comply for our own parking lots as we make improvements to them in the future.

We have attached a memorandum from the Department of Municipal Services that will provide some additional background on this matter. The actual standards are many pages in length with multiple sub-

links and very technical in nature. In an effort to save some paper we did not provide a direct copy of the standards, but here is the link to the County website:

<https://www.waynecounty.com/departments/environmental/waterquality/ordinance-administrative.aspx>

## **Recommendation**

The City Administration recommends that the City Commission adopt at the second and final reading the Amendment to the City of Plymouth Code of Ordinances, Chapter 74 Utilities, Article III, Sewer, Division 5, Storm Sewers to add a new section 74-173 – Adoption of the County Storm Water Management Ordinance.

Adoption of these standards will allow the city to remain in compliance with the State of Michigan permitting process for storm water discharges. 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.



## **Department of Municipal Services**

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

Date: June 3, 2021  
To: Paul J. Sincock, City Manager  
From: Chris Porman, Assistant City Manager/Director of Municipal Services  
Adam Gerlach, Assistant Director of Municipal Services  
Re: Wayne County Stormwater Standards Ordinance Amendment

### Background:

The City of Plymouth operates a separate stormwater system (separate from the sanitary sewer system) which is regulated under the National Pollutant Discharge Elimination System permit process through the State of Michigan Department of Environmental Quality (MDEQ). As part of the permit process we must meet basic requirements such as: minimum maintenance standards, provide safeguards against material spills into water ways, provide public education about water quality and have an enforcement mechanism (ordinance) if sources of pollutants are discovered and need to be corrected. Over the course of the last several years the City, assisted in the process by the Alliance of Rouge Communities (ARC), has been going through the review for our permit renewal.

The State of Michigan Department of Environment Great Lakes and Energy (EGLE) has found our local ordinance does not include a set of stormwater standards. In order to comply with our stormwater discharge permit we must adopt approved standards. To avoid the considerable expense of developing and maintaining our own standards, we have proposed adopting the Wayne County Storm Water standards by reference.

The attached ordinance has been reviewed by the City Attorney and he found the language in the documents to be acceptable. In addition, the ordinance is nearly identical to the ordinances of the other communities in Wayne County and has been reviewed and found acceptable by the EGLE.

### Recommendation:

The recommendation is for the City Commission to amend the City of Plymouth Code of Ordinances, Chapter 74 Utilities, Article III. - Sewers, Division 5. – Storm Sewers, to add Sec. 74-173. – Adoption of County Storm Water Management Ordinance.

If you have any questions, please feel free to contact us.

## RESOLUTION

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

WHEREAS The City of Plymouth has what is commonly known as a Storm Water Permit from the State of Michigan, and as a part of that permit the City is required to maintain a certain set of standards for storm water Discharged into the waterways of the State of Michigan.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt at the second and Final Reading an Amendment to the City of Plymouth Code of Ordinances, Chapter 74 Utilities, Article III – Sewers, Division 5 – Storm Sewers to add:

Section 74-173 – Adoption of county storm water management ordinance

A certain document, one copy of which is on file in the office of the Department of Municipal Services of the City and one copy of which is on file in the office of the City Clerk, being marked and designated as the Wayne County Storm Water Management Ordinance (Wayne County enrolled Ordinance no. 20016-1114A) and the County Storm Water Management Administrative Rules (Wayne County Resolution no. 2006-1114B) be, and each is hereby adopted as the ordinances of the City and made a part hereof by reference and as if fully set out in this article.





## Administrative Recommendation

---

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

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

To: Mayor & City Commission  
From: Paul J. Sincock, City Manager  
CC: S:\Manager\Sincock Files\Memorandum - Summer Concert Tour 2021 - Limited Engagement 07-06-21.docx  
Date: June 30, 2021  
RE: City Commission Meetings in the Parks

---

### Background

During the past 20 summers the City Commission held several regular meetings in the neighborhood parks, called the "Summer Concert Tour.". The Commission had previously indicated a desire to continue this practice.

We are proposing to move the meetings for July and August to our neighborhood parks. Once we move back to in-person we may be able to move back into City Hall.

In the event of bad weather, we would move the meeting back to City Hall.

### RECOMMENDATION:

The City Administration recommends that the City Commission establish a Limited Engagement Summer Concert Tour or meeting in the neighborhood parks:

Monday, July 19, 2021	Hough Park – Maple and Evergreen
Monday, August 2, 2021	Lions Park – Burroughs and Harding
Monday, August 16, 2021	Kiwanis Park - Auburn & Junction

RESOLUTION

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

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

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

WHEREAS The Commission found this program to be successful during the summers each year Since 2001, and

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

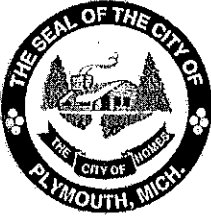
Monday, July 19, 2021 Hough Park – Maple and Evergreen

Monday, August 2, 2021 Lions Park – Burroughs and Harding

Monday, August 16, 2021 Kiwanis Park - Auburn & Junction

The Significant Rain Location for this meeting will be Plymouth City Hall, 201 S. Main, Plymouth.

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth hereby directs the City Clerk to post a notice of the changed meeting locations as appropriate and as quickly as possible.



## Administrative Recommendation

---

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

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

To: Mayor & City Commission  
From: Paul J. Sincock, City Manager  
CC: *S:\Manager\Sincock Files\Memorandum - Senior Alliance Annual Implementation Plan Adoption 07-06-21.docx*  
Date: July 1, 2021  
RE: Adoption of Senior Alliance Annual Implementation Plan

---

### Background

The City of Plymouth participates with the Senior Alliance, which is our local Area Agency on Aging. The Senior Alliance provides a variety of services in the city including funding for the senior meals on wheels programs and information referral programs. This year, a change in regulations requires that each of the 34 participating communities are required to adopt the Annual Implementation Plan for the Senior Alliance. This will keep the Alliance eligible for a variety of grants. This would be very similar to the Parks and Recreation Planning or Master Plan process that we are required to complete.

We have attached a letter from the Senior Alliance as well as a copy of the Plan for your review. The plan will give you a significant amount of information related to the activities of the Senior Alliance. This is really a "housekeeping" matter for us as it confirms our participation in the Senior Alliance.

### RECOMMENDATION:

The City Administration recommends that the City Commission adopt the Annual Implementation Plan for the Senior Alliance. We have attached a proposed Resolution that was prepared by the Senior Alliance for the City Commission to consider regarding the adoption of the plan.

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



June 29, 2021

The Honorable Oliver Wolcott  
City of Plymouth  
201 S. Main  
Plymouth, MI 48170

Dear Mayor Wolcott,

As you know, The Senior Alliance, Area Agency on Aging 1-C (TSA), assists people to thrive as they live, age and grow. With that objective in mind, The Senior Alliance's Board of Directors approved the agency's 2022 Annual Implementation Plan (AIP) on June 24, 2021. The AIP outlines the agency's goals for Older Americans Act and state funded services during the coming fiscal year.

The State of Michigan's Aging & Adult Services Agency (AASA) requires TSA to request a resolution approving our AIP from each of the 34 municipalities in our planning and service area. **A sample resolution is enclosed.** The final AIP document is available on our website: <https://thesenioralliance.org/wp-content/uploads/2021/05/Draft-2022-Annual-Implementation-Plan.pdf>. A copy of the AIP can be sent to you via U.S. postal mail or email upon your request.

**Please share this document with your municipality's legislative body and consider a resolution approving TSA's 2022 Annual Implementation Plan no later than July 30, 2021.** We are also requesting that you email notification of your approval or related concerns regarding the AIP as soon as possible.

If you have any questions regarding the 2022 AIP, please contact me by phone (734-516-0470) or via email at [jmaciejewski@thesenioralliance.org](mailto:jmaciejewski@thesenioralliance.org).

Your community's continued support of The Senior Alliance's vision to lead our region toward a healthy future where all have the opportunity to engage, connect and contribute is deeply appreciated.

Thank you in advance for your consideration of approving a resolution in support of our 2022 Annual Implementation Plan.

Sincerely,

*Jason Maciejewski*

Jason Maciejewski  
Chief Advocacy & Planning Officer  
The Senior Alliance, Area Agency on Aging 1-C

Enclosure



**The Senior Alliance  
Fiscal Year 2022  
Annual Implementation Plan  
Approval & Resolution Request Form**

Municipality Name			
Street Address		City:	Zip Code:
Phone Number			
Contact Person			
Email Address			

Please share this document and the 2022 Annual Implementation Plan (AIP) with your municipality's legislative body and consider a resolution approving TSA's MYP no later than July 31, 2021. We are also requesting that your local unit of government send email notification of your approval or related concerns regarding the AIP as soon as possible. A sample resolution is enclosed.

To electronically view the FY 2022 AIP, please visit: <https://thesenioralliance.org/wp-content/uploads/2021/05/Draft-2022-Annual-Implementation-Plan.pdf>

Please select one	<p>_____ We hereby acknowledge receipt of and approve the 2022 Annual Implementation Plan (AIP) for The Senior Alliance: Planning and Service Area I-C.</p> <p style="text-align: center;"><b>Date of Resolution Vote:</b> _____</p>
	<p>_____ We hereby acknowledge receipt of and approve the 2022 Annual Implementation Plan (AIP) for Planning and Service Area I-C with recommendations as noted in the comments section of this form.</p> <p style="text-align: center;"><b>Date of Resolution Vote:</b> _____</p>
	<p>_____ We hereby acknowledge receipt of and disapprove of the proposed 2022 Annual Implementation Plan (AIP) for The Senior Alliance: Planning and Service Area I-C.</p>

Authorized Official Signature

Date

**COMMENTS ON THE FY 2022 ANNUAL IMPLEMENTATION PLAN**

Please list any comments and/or describe any recommendations on the  
2022 Annual Implementation Plan.

---

---

---

---

---

---

---

---

---

---

---

---

**Please e-mail this form with any applicable comments to The Senior Alliance  
with a copy of your municipality's resolution by Friday, July 30, 2021**

E-Mail Resolution to: [jmaciejewski@thesenioralliance.org](mailto:jmaciejewski@thesenioralliance.org)

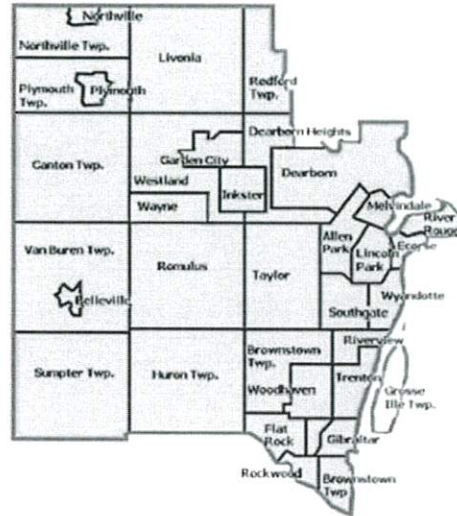
U.S Mail an original copy of the Resolution to:

The Senior Alliance  
Attention: Planning Dept.  
5454 Venoy  
Wayne, MI 48184

If you have any questions or would like more information, please contact  
Jason Maciejewski, Chief Advocacy & Planning Officer  
(734) 516-0470 or [jmaciejewski@thesenioralliance.org](mailto:jmaciejewski@thesenioralliance.org)

2020-2022 Multi Year Plan  
**FY 2022 ANNUAL IMPLEMENTATION PLAN**  
THE SENIOR ALLIANCE, INC. 1-C

**DRAFT**



---

**Planning and Service Area**  
Serves all Wayne County  
(Excluding areas served by Region 1-A)

**The Senior Alliance, Inc. 1-C**  
5454 Venoy Road  
Wayne, MI 48184  
734-722-2830  
1-800-815-1112 (SE Mich only)  
734-722-2836 (fax)  
Tamera Kiger, CEO  
[www.aaa1c.org](http://www.aaa1c.org)

**Field Representative Laura McMurtry**  
[mcmurtryl@michigan.gov](mailto:mcmurtryl@michigan.gov)  
517-284-0174

**DRAFT**



## The Senior Alliance

### 2022 Annual Implementation Plan Public Hearing Notice

The Senior Alliance, Area Agency on Aging 1-C will host a public hearing to gather input on the organization's Fiscal Year 2022 Annual Implementation Plan (AIP). The plan outlines activities the agency is pursuing to achieve goals in service delivery to persons aged 60 and older in southern and western Wayne County.

Due to the COVID-19 pandemic, the public hearing will be held remotely on the Zoom meeting platform.

The 2022 AIP Public Hearing will be conducted on **Wednesday, June 14, 2021 at 9:30 a.m.**

***Information on how to join the meeting by Zoom can be found at [www.thesenioralliance.org](http://www.thesenioralliance.org) or by calling 734-727-2058 prior to June 14, 2021***

The draft 2022 AIP will be made available for public review online at [www.thesenioralliance.org](http://www.thesenioralliance.org) beginning on May 28, 2021. The public hearing will include a brief overview of the draft 2022 AIP, followed by public comment. Written comments will be accepted until 4:00 p.m. on Monday June 14, 2021. Written comments can be emailed to [advocacy@thesenioralliance.org](mailto:advocacy@thesenioralliance.org) or sent via U.S. mail to:

The Senior Alliance  
Attn: AIP Public Comment  
5454 Venoy Rd  
Wayne, MI 48184

The Senior Alliance is a non-profit 501(c)(3) established in 1980 and designated by the Michigan Commission on Services to the Aging as the Area Agency on Aging (AAA) for the 34 communities of southern and western Wayne County. As the state designated Area Agency on Aging, The Senior Alliance is the link to information, resources and services for over 200,000 older adults.



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

The Senior Alliance, Inc.

FY 2022

**Table of Contents**

Executive Summary	2
County/Local Unit of Government Review	8
Public Hearings	9
Regional Service Definitions	10
Access Services	11
Approved MYP Program Development Objectives	14
Supplemental Documents	25

The Senior Alliance, Inc.

FY 2022

### Executive Summary

**Include a brief description of the planning and service area and any significant changes to the current area plan: (A) Any significant new priorities, plans or objectives set by the area agency for the use of Older Americans Act (OAA) and state funding during FY 2022. If there are no new activities or changes, note that in your response. (B) Include changes, if any, to the access, in-home and community-based services and supports provided within the plan. (C) Address the agency's response to the COVID-19 pandemic emergency, including a description of the challenges and continuing needs brought on by this emergency. (D) Current information about contingency planning for potential reduced federal funding (if plans include the pursuit of alternative funding, identify specific funding sources). (E) A description of progress made through advocacy efforts to date and focus of advocacy efforts in FY 2022.**

The Senior Alliance (TSA) is a 501 c(3) non-profit organization responsible for planning and coordinating a network of services as the designated Area Agency on Aging (AAA) for region 1C. As an AAA we serve approximately 215,000 older adults (U.S. Census 2017 Community Survey data) residing in southern and western Wayne County. Founded in 1980, TSA's mission is, "Assisting people to thrive as they live, age and grow." We envision our role as "Leading our community toward a healthy future where all have the opportunity to engage, connect and contribute." Our foundation is built upon enabling access to the network of home and community based long term supports and services available through Older Americans Act funding. These services include nutrition programs, Care Management, Case Coordination & Support, Information & Assistance, Transportation, Medicare Medicaid Assistance Program (MMAP), the Long-Term Care Ombudsman, Adult Day Care, evidence-based health & wellness programs, legal assistance and telephonic Friendly Reassurance. A particular focus is given to advocating for the needs of older adults and individuals living with a disability in our service area.

In March 2020 the lives of older adults and people living with a disability were dramatically impacted by COVID-19 and the urgent public health measures that were taken in response to a fast-spreading global pandemic. The population we serve as an Area Agency on Aging quickly proved to be the most vulnerable to this illness, brought on by a nouvelle coronavirus that is readily transmitted in congregate settings.

In response to the COVID-19 pandemic TSA quickly transitioned to a 100% remotely based workforce on Friday, March 13, 2020. Since then TSA has invested in technological tools including laptops, printers, hotspots and cell phones to further empower staff working remotely. Microsoft Teams has been deployed and adopted as a software tool to routinely connect and engage TSA staff in their day-to-day work, improving productivity. TSA immediately responded to aid older adults in our Planning & Service Area (PSA) by addressing the food needs of older adults during the stay-at-home orders.

To address an initial immediate need in our regular congregate nutrition program, The Senior Alliance purchased and distributed 950 food bags in partnership with Firehouse Subs. These bags contained shelf-stable items along with a few treats such as Oreo cookies and fruit snacks. Our agency then reached out to Gleaners Community Food Bank and purchased 1,650 food boxes and distributing them to older adults in PSA 1C.



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

**The Senior Alliance, Inc.**

**FY 2022**

TSA also collaborated with Gleaners to obtain and distribute 1,850 food boxes obtained by the Aging & Adult Services Agency (AASA). Another effort with Gleaners involved distribution of 2,200 food boxes donated by The Ralph Wilson Foundation. In total TSA distributed 5,700 food boxes to older adults in our service area during fiscal year 2020. Each Gleaners food box weighed 26 pounds and included all shelf-stable items such as: pasta, pasta sauce, oatmeal, corn flakes, canned vegetables, canned fruit, tuna fish, canned chicken, chicken broth, peanut butter and other food items.

Working with the AASA, TSA distributed 1,000 produce boxes shipped by LaGrasso Brothers and 2,450 produce boxes shipped by Van Eerden. Each participating older adult received one box of fruit (oranges, pears, and apples) and one box of vegetables (carrots, potatoes, zucchini, cucumbers, green peppers, and tomatoes).

These food and produce boxes were distributed via home deliveries, contactless drive-thru food distributions that took place in The Senior Alliance parking lot and Wyandotte's Yack Arena. Deliveries were made to various senior residences, senior centers and our faith-based community. TSA also distributed boxes through partnerships with the City of Westland, Plymouth Township, Goodfellows of Huron Township and the Muslim Community of Western Suburbs organization.

A volunteer based emergency grocery shopping program was developed to fill an identified food gap. This connection also enabled TSA to provide referrals to other community resources for participants. As of mid-May 2021, 204 shopping trips were provided, paid for by grant funds.

Many older adults in PSA 1C were in desperate need of food during these trying times. Some lacked transportation to get to the grocery store to purchase items. Others were ill, frail or too frightened to venture outside of their homes. Therefore, The Senior Alliance continues to distribute food boxes in fiscal year 2021 with 3,350 boxes handed-out and another 300 anticipated.

TSA's contracted nutrition programs vendor, Wayne County Senior Services (WCSS), converted from the regular five-day per week hot meal program to a one-day per week delivery of a frozen five-meal pack for home-delivered meals clients. This distribution method has continued into the summer of 2021. WCSS's congregate meal sites suspended operations on Monday, March 16, 2020. In response TSA stepped in to contact the approximately 200 regular congregate participants to identify needs. In response, TSA conducted a shelf-stable five-meal pack food distribution on April 9, 2020 in partnership with Firehouse Subs. WCSS resumed serving impacted clients in the summer of 2020 with five-pack meal boxes each Monday via a touchless curbside pick-up opportunity. WCSS adjusted liquid nutrition distribution dates after working with sites that had closed under the Stay-Home, Stay-Safe Executive Order. The Halal home-delivered program continued to operate as normal under the sub-contractor, Country Kitchen.

Personal Protection Equipment (PPE) was distributed to our vendor network and older adults during the pandemic. In fiscal year 2020 TSA distributed over 25,000 PPE items. As of mid-May, 13,599 pieces of PPE had been distributed to our vendors and older adults, in fiscal year 2021.

In January 2021, by utilizing funds from the Personal Care-Essential Care Box Project Grant (AASA Transmittal Letter - TL #2020-429), TSA worked with STEP to procure and assemble 1,100 personal care boxes. These boxes were then distributed to home-delivered meals recipients in our targeted communities.



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

---

**The Senior Alliance, Inc.**

**FY 2022**

Our Care Management and Case Coordination programs have addressed needs amongst participants by conducting a variety of initiatives. At the outset of the pandemic staff conducted initial check-ins and then shifted to routine services. With the addition of new staff, TSA is increasing enrollment into Care Management and Case Coordination & Support by an average of six per week.

A Regional Direct Service Request, *Care Management Personal Care Units for COVID-19 Pandemic*, was approved by AASA for fiscal year 2021 and the agency intends to continue this service in fiscal year 2022. In fiscal year 2021 this allowed TSA to provide 494 personal care bags in October 2020 containing items such as toilet paper, paper towels, laundry detergent, soap, hand soap, dish soap, shampoo, toothpaste, toothbrush, hand sanitizer, a face covering, and similar items for Care Management program participants who were not able to purchase routine items during the pandemic because they are unable to go to the store. A monthly supply delivery was added for Care Management and Case Coordination participants who suffer from incontinence followed. As of May 2021 TSA has secured the delivery of 5,990 packs of briefs, absorbent bed-pads and sanitary wipes to 312 program participants and counting. Total distribution of Personal Care Bags and incontinence briefs totaled 74.6% of the program's total participant population at that time.

TSA was a leader in distributing robotic Joy-for-All Companion pets to older adults who displayed indicators of social isolation or loneliness. As of mid-May 2021, 297 pets have been distributed to Care Management participants. Additionally, 512 personal-protective masks have been mailed or delivered to program participants and older adults in the community who were in need. Regular snow removal service was provided to 71 Care Management and Case Coordination & Support program participants, for a total of 659 separate clearings of sidewalks, driveways, front walks and porch steps during the winter of 2021. In addition, TSA is committed to providing regular, weekly lawn service for 88 participants.

In the spring of 2021, TSA Supports Coordinators identified participants living with significant mobility issues and barriers to accessing the community as ideal candidates for accessibility ramps, doorway widening and threshold modifications. By mid-May 2021 eight home modification projects had been completed, totaling over \$46,000, with an additional 14 projects in process. TSA also allocated \$67,000 towards supplying lift chairs for participants who require assistance with transferring from a sitting to standing position.

Two support coordinators from the Care Management team trained and received Tailored Care (TCARE) certification in May 2021, an evidenced-based solution to help prevent family caregiver burnout.

TSA's Information & Assistance (I&A) team quickly moved to a work-from-home operation, quickly returning calls left on a common voice mail. I&A added COVID specific resources to their Resource Database, including: COVID-19 Hotline, COVID19 Public Information Line and COVID-19 Test Finder. TSA community transportation spreadsheet was updated with COVID specific resource information. To accommodate the increased requests for food and meals, online applications for home delivered meals were filled out by I&A in collaboration with callers. Food pantry, food distribution and holiday meal resources were updated to provide more options when food insecurities were identified. One-hundred and forty-five check-in participants were referred to the agency via the Michigan Department of Health & Human Services (MDHHS) website registry. As of mid-May 2021 a total of 53 additional Friendly Reassurance participants have been added to the program in fiscal year 2021, most citing social isolation and loneliness due to COVID-19. I&A has also been monitoring, documenting and sharing COVID-19 vaccine opportunities for community and homebound participants. In fiscal



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

---

**The Senior Alliance, Inc.**

**FY 2022**

year 2022 I&A will continue to expand and update resources in the Resource Database and make it database accessible to the public online. Our I&A team will also continue to monitor re-openings and service changes in PSA 1C, including transportation resources.

The top ten resources inquired about by callers contacting I&A in fiscal year 2020 were, in order:

1. In-Home Health Care
2. Home Delivered Meals/Food Assistance
3. Housing
4. Transportation
5. Referrals to other AAA's
6. Legal Assistance
7. I&A Requests for MMAP
8. Veterans Benefits Assistance
9. TSA General Information & Assistance
10. Medic Alert Systems

MMAP also quickly switched to a full remote telephonic operation. This change occurred in large part due to the dedication of our volunteers. MMAP team members conducted a new pre-Annual Open Enrollment individual telephonic outreach campaign to reach former clients, connecting with 353 individuals to inform them about current scams, including COVID-19 related. Info was also provided about how to access services via telephone. On the operations side, the MMAP coordinators changed our call system to an online based system that insured counselors could access quickly the info about client in need.

Utilizing a Michigan No Wrong Door / Aging & Disability Resource Center (COVID-19) grant through AASA, TSA has launched the development of an innovative model to combat the rise in social isolation during the COVID-19 pandemic. By using evidence-based assessments and screening tools in order to provide person-centered services this model strives to meet physical, emotional or social needs - leading to positive mental health and quality of life outcomes.

Some Older Americans Act programs have been impacted by the COVID-19 pandemic. TSA's internal ride-of-last-resort transportation program suspended operations on Monday, March 23, 2020 and remains offline. However, a new vehicle fleet is being purchased with new communicable safety standards in mind. All of TSA's evidence based disease prevention programs are contracted to vendors. The National Kidney Foundation of Michigan began offering online workshops in June 2020. Adult Day Care (ADC) services were also suspended by our vendors. All senior centers in 1C's service area closed their buildings to the public in mid-March 2020. Some are now going through a limited re-opening process. The Long-Term Care Ombudsperson worked with TSA staff to advocate that the Wayne County Public Health Office should conduct testing of all long-term care facility residents and staff in the fall of 2020.

TSA will continue utilizing a Regional Service Definition, *Enhanced Adult Day Services for COVID-19 Pandemic*, which was approved in our 2021 AIP. This Regional Service Definition allows contracted Adult Day programs to provide weekly/regular check-in phone calls, activity packets, socialization through video interactions, and other non-traditional activities to support caregivers and clients while traditional program participation is not an option during the pandemic. Contracted ADC centers submitted requests for equipment, including PPE and cleaning supplies, in order to expand the services they are providing under the service



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

---

**The Senior Alliance, Inc.**

**FY 2022**

definition. One ADC was able to safely open with limited services late in fiscal year 2020. Another contracted ADC contracted remains closed and providing services remotely. Both ADC centers will continue to provide remote services to those in need or who are unable to receive services in-person.

During the COVID-19 pandemic the Long Term Care Ombudsman (LTCO) completed 286 contacts for general COVID -19 information, assisting people to locate information on COVID-19 guidance and the operating status of long term care facilities. Residents that have consistent access to a telephone and feel comfortable calling have been able to access the LTCO, but other residents must rely on family members to access services - if they can at all.

In March, 2020 the LTCO received numerous communications through providers and community members of COVID-19 outbreaks at facilities in PSA 1C. The region was experiencing a lack of PPE and COVID testing supplies. The LTCO discussed concerns with TSA's Leadership Team, which led to letters of concern and requests for COVID-19 testing targeted at long term care facilities being sent to elected officials and the Wayne County Health Department. The LTCO and TSA staff also discussed advocacy strategies with Leading Age Michigan. The LTCO has been collecting facility visitation policies and their plans to vaccinate unvaccinated residents against COVID-19. As of mid-May 2021 this information has been collected from 22 nursing homes and 9 Homes for the Aged so far. The LTCO contacted all the municipalities participating in the Wayne County Health Department's homebound vaccination program to confirm whether they would be willing to give COVID-19 vaccines to those in a long term care setting. As a result, the LTCO has connected at least 3 nursing homes with this opportunity to access the COVID-19 vaccine. This initiative also aided in the development of a relationship between the LTCO and the Deputy Health Officer at the Wayne County Health Department.

Weekly conference call meetings were held with Purchase-Of-Service (POS) vendors over the first few months of the pandemic to discuss a variety of challenges. Discussion topics included PPE usage, steps for reporting participant/worker COVID-19 exposure, and prioritizing services for high risk individuals. PPE supplies were distributed by TSA to 50 different vendors on multiple occasions throughout the pandemic. TSA staff worked with subcontractors who could no longer provide direct services during the pandemic and needed to alter service definitions to include remote/virtual activities. TSA also diligently worked with our nutrition services provider to ensure that food delivery continued throughout the pandemic at a level that meets emergency operating standards. In fiscal year 2022 TSA will continue to offer resources and support to our vendors and subcontractors.

For many years Coogan Terrace, a residence for older adults and individuals living with a disability in Melvindale, has held a Health/Resource Fair in their courtyard. COVID-19 forced a cancelation of this event last year - but this year the fair is scheduled for August 26, 2021. The Senior Alliance is looking forward to opportunities like this resource sharing event as we re-engage with in-person outreach activities.

As our community continues to adapt during the COVID-19 pandemic, TSA and our vendor network will continue to identify needs and collaborate on solutions.

A Regional Service Definition is being requested in this AIP for Gap Filling Services. This will give TSA some flexibility in our ability to quickly respond to urgent unmet needs that we find occurring in PSA 1C – especially in situations where individual's ability to live in the community cannot be addressed by other programs or services.



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

**The Senior Alliance, Inc.**

**FY 2022**

In 2020 and 2021 TSA's Board of Directors approved an Advocacy Platform covering a variety of issues important to older adults and individuals living with a disability. The 2021 Advocacy Platform planks covered:

*FEDERAL ADVOCACY POSITIONS -*

- Increase Funding for Home-Delivered and Congregate Meals
- Preserve "Safety Net" Programs that Impact Older Adults and People Living with a Disability
- Expand State Health Insurance Program (SHIP)
- Address the Direct Care Workforce Shortage

*STATE ADVOCACY POSITIONS -*

- Eliminate Wait Lists for In-Home & Nutrition Services
- Shift Senior Community Service Employment Program (SCSEP) to ACL
- Increase MI Choice Waiver Funding to Support Direct Care Workforce
- Preserve & Rebalance the Community-Based Long Term Services and Supports (LTSS) Model
- Publicly Evaluate MI Health Link Before MLTSS Expansion
- Grow Transportation Options
- Combat Elder Abuse, Exploitation & Neglect
- Expand Housing Options and Accessibility
- Develop Outreach, Information and Services for Underserved Populations
- Access to Broadband Internet Service for All Michiganders

In July 2020 TSA began publication of a monthly advocacy email newsletter, Colloquy. This update routinely includes information on legislation, administrative action and appropriations developments impacting older adults and individuals living with a disability.

TSA also launched a new podcast series, *Inside The Senior Alliance*, with the first episode posted in October 2020. Available on all major podcasting platforms, the series is informational in nature, providing information on resources, programs and services. Episodes are less than 15 minutes in length and have been useful for potential program participants, caregivers and agency staff. Topics to date include: What is The Senior Alliance?, MI Choice Waiver, MMAP, Information & Assistance, Housing Coordination, the Long Term Care Ombudsman and the role of Supports Coordinators.

During the COVID-19 pandemic in-person advocacy visits became telephone and video meetings. TSA continued to engage with federal, state and county legislators on a variety of aging-related topics. Traditional written communications were sent to federal and state elected officials on a variety of topics since the beginning of the pandemic, including: COVID-19 emergency funding, COVID-19 testing, response and older adult needs during the pandemic, the direct care worker wage increase, the 2020 U.S. Census, nursing home recommendations, kinship caregiver legislation and the criminal background check bill.

TSA staff played a leading role in planning Older Michiganders Day (OMD) 2021 with the Area Agency on Aging Association of Michigan. The virtual nature of OMD 2021 lent itself to the creation of a Senior Action Week, with a focus on one of the five OMD advocacy planks each day. TSA staff served on the steering and platform committees, and served as host during the OMD LiveStream event on May 12th that was well attended by people from across the state.

The Senior Alliance will continue its contracted work as a vendor to the Integrated Care Organization's

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

---

**The Senior Alliance, Inc.**

**FY 2022**

operating MI Health Link in FY 2022.

Grants will again be pursued to support TSA's Holiday Meals efforts and COVID-19 response, as they become available.

The agency anticipates applying for a Michigan Health Endowment Fund grant in the summer of FY 2021 to support work on a model addressing social isolation amongst older adults with complex social needs and co-morbid health challenges, such as psychiatric or medical conditions.



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

The Senior Alliance, Inc.

FY 2022

**County/Local Unit of Government Review**

**The Area Agency on Aging must send a request to the chairperson of each County Board of Commissioners within the Planning and Service Area (PSA), for approval of the final AIP by August 2, 2021. Notification can be sent via US mail or by electronic means, with delivery and signature confirmation, by no later than June 30, 2021. Describe the efforts made to distribute the AIP to, and gain support from, the appropriate county and/or local units of government.**

The Senior Alliance (TSA) will inform each chief elected official of the 34 local units of government comprising the Planning & Service Area (PSA) 1-C of southern and western Wayne County about the availability of the draft 2022 Annual Implementation Plan (AIP) for review via on the TSA's website by Wednesday, June 30, 2021. This notice will be sent in a letter sent via the U.S. Mail, with delivery and signature confirmation, and contain information on how to access, view and print the 2022 AIP document. This letter will also advise that a printed copy of TSA's 2022 AIP can be sent via U.S. Mail, or as an electronic copy via email, if requested. The letter will also note that TSA's Chief Executive Officer and Chief Advocacy & Planning Officer are available to discuss the 2022 AIP, if requested. Email notification from the local unit of government of their approval of the 2022 AIP or their related concerns will be requested in the letter, with a due date of Friday, July 30, 2021.

Notification of the 2022 AIP's availability will also be sent to TSA's Board of Directors prior to the public hearing on Monday, June 14, 2021. TSA's Board of Directors is partly comprised of individuals appointed by the Conference of Western Wayne (CWW) and the Downriver Community Conference (DCC). The memberships of the CWW and DCC are constituted of chief elected officials within PSA 1C.

TSA's Community Focal Points will receive the 2022 AIP Public Hearing notice and a link to the draft 2022 AIP. The Community Focal Points will be encouraged to share the draft 2022 AIP and the public hearing notice within their communities.

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

The Senior Alliance, Inc.

FY 2022

**Public Hearings**

Complete the chart below regarding your public hearing(s). Include the date, time, number of attendees and the location and accessibility of each public hearing. Please scan any written testimony (including emails received) as a PDF and upload on this tab. A narrative description of the public input strategy and hearing(s) is also required. Please describe the strategy/approach employed to encourage public attendance and testimony on the AIP. Describe all methods used to gain public input and the resultant impact on the AIP. Indicate whether the meeting complied with the Michigan Open Meetings Act. (See Transmittal Letter 2021-448.)

Date	Location	Time	Barrier Free?	No. of Attendees
06/14/2021	Virtual	09:30 AM	Yes	0

A public hearing on the draft 2022 Annual Implementation Plan (AIP) will be held on Monday, June 14, 2021 at 9:30 a.m. The public hearing will be part of TSA's Advisory Council meeting.



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

The Senior Alliance, Inc.

FY 2022

**Regional Service Definitions**

If the area agency is proposing to fund a new (not previously approved in this multi-year planning cycle) service category that is not included in the Operating Standards for Service Programs, then information about the proposed service category must be included in this section. Enter new regional service name, identify the service category and fund source, include unit or service, minimum standards and why activities cannot be funded under an existing service definition.

**Service Name/Definition**

Gap Filling Services

Rationale (Explain why activities cannot be funded under an existing service definition.)

Gap Filling Services address barriers to independence, health, or safety that require immediate attention when other resources are not available or accessible. Gap Filling Services are a one-time last resort option that provide flexible, cost effective, and person-centered resources to address unmet needs of older adults and caregivers in an effort to create and/or maintain a safe living environment in the community.

Service Category	Fund Source	Unit of Service
<input type="checkbox"/> Access <input type="checkbox"/> In-Home <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/> Title III PartB <input type="checkbox"/> Title III PartD <input checked="" type="checkbox"/> Title III PartE <input type="checkbox"/> Title VII <input type="checkbox"/> State Alternative Care <input type="checkbox"/> State Access <input type="checkbox"/> State In-home <input type="checkbox"/> State Respite <input type="checkbox"/> Other _____	One hour

**Minimum Standards**

1. Services will be based on an intake and assessment conducted by Information & Assistance, Care Management, Case Coordination & Support or Supports Coordination staff.
2. Staff will identify a lack of available services, programs or resources to address the issue.
3. Recipients of Gap Filling Services will be encouraged to share in the cost of provided Gap Filling Services.
4. Gap Filling Services may include, but are not limited to: minor home modification/home safety equipment, household/yard chore, extermination service, moving assistance, major decluttering, personal care training, specialized medical or communications equipment and technologies, accessibility ramps, utility assistance, supplies and other services deemed necessary to enable an older adult to remain living in the community.
5. Chief Clinical Officer must approve use of gap filling services.



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

The Senior Alliance, Inc.

FY 2022

**Access Services**

Select from the list of access services those services the area agency plans to provide directly during FY 2022, and provide the information requested. Specify, in the appropriate text box for each service category, the planned goals and activities that will be undertaken to provide the service.

The Area Plan Grant Budget that is uploaded and saved in AMPS must include each access service to be provided directly in the Direct Service Budget details tab. The funding identified in this tab should correspond to the funding (federal OAA Title III or VII and state funds) identified in the Area Plan Grant Budget's Support Services Detail tab. The method of provision must be specified in the Service Summary tab.

**Care Management**

Starting Date                      10/01/2021                      Ending Date                      09/30/2022

Total of Federal Dollars                      Total of State Dollars

Geographic area to be served

PSA 1C

**Specify the planned goals and activities that will be undertaken to provide the service.**

GOAL: Provide quality Care Management (CM) services throughout the entire PSA 1-C.

**ACTIVITIES:**

1. CM clients will receive comprehensive assessment and the desired level of assistance with coordination of services most appropriate to their needs and wishes. Enrollment continues on an ongoing basis.
2. Program quality will be monitored on an ongoing basis. As necessary, program improvements will be made. Staff training will be identified through quality assurance activities and training will be provided, as needed.
3. Analyze results of the Quality Aging Matrix survey, which provided a standard measure of global wellbeing by measuring outcomes rather than outputs. Information was gathered in 15 domains: Daily Functioning, Physical Health, Nutrition, Informal Supports, Social Connections, Mental Health, Substance Abuse, Access to Health Care, Financial Resources, Access to Services, Housing, Safety, Transportation, Legal Status and Caregiver Supports. Staff can use the survey results to prioritize focus areas utilizing a person centered planning philosophy.
4. TSA recognizes falls are a serious issue for older adults with 80% of their falls occurring in the bathroom. TSA will take a proactive approach in fall prevention by identifying those who lack bathroom safety equipment and provide and install necessary items, if funding is available. TSA provides Personal Emergency Response units and also offers enhanced units that have fall detectors.

Number of client pre-screenings:	Current Year:	755	Planned Next Year:	800
Number of initial client assessments:	Current Year:	154	Planned Next Year:	180
Number of initial client care plans:	Current Year:	154	Planned Next Year:	180



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

**The Senior Alliance, Inc.**

**FY 2022**

Total number of clients (carry over plus new):	Current Year: 561	Planned Next Year: 600
Staff to client ratio (Active and maintenance per Full time care)	Current Year: 1:61	Planned Next Year: 1:60

**Case Coordination and Support**

Starting Date 10/01/2021 Ending Date 09/30/2022

Total of Federal Dollars Total of State Dollars

Geographic area to be served

PSA 1C

**Specify the planned goals and activities that will be undertaken to provide the service.**

GOAL: To provide quality Case Coordination and Support (CCS) services for older adults within the PSA 1-C.

ACTIVITIES:

1. Clients who do not currently need a nursing facility level of service, but are at-risk of needing that level of care; will receive support to prevent or slow a further medical or functional decline. As of April 1, 2019, 306 individuals have been served through CCS. Enrollment continues on an ongoing basis.
2. Program quality will be monitored on an ongoing basis. As necessary, program improvements will be made. Staff training will be identified through quality assurance activities and trainings will be provided , as needed.
3. Implement Quality Aging Matrix survey which will provide a standardized measure of global well being by measuring outcomes rather than outputs. Information is gathered in 15 domains: Daily Functioning, Physical Health, Nutrition, Informal Supports, Social Connections, Mental Health, Substance Abuse, Access to Health Care, Financial Resources, Access to Services, Housing, Safety, Transportation, Legal Status and Caregiver Supports. Staff can use the survey to prioritize focus areas utilizing a person centered planning philosophy .
4. TSA has increased staffing in the CCS program to reduce the wait list and serve more participants . TSA will continue to evaluate in the upcoming program years.

**Information and Assistance**

Starting Date 10/01/2021 Ending Date 09/30/2022

Total of Federal Dollars Total of State Dollars

Geographic area to be served

PSA 1C

**Specify the planned goals and activities that will be undertaken to provide the service.**

GOAL: Provide quality Information and Assistance (I&A) services to the entire PSA 1-C through the continued engagement and increased partnerships with community-based organizations, local governments, health care entities, community focal points, and local senior centers to gain relevant and up-to-date information on the needs of the community.

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

**The Senior Alliance, Inc.**

**FY 2022**

**ACTIVITIES:**

1. Provide up-to-date information to the entire PSA 1-C by offering appropriate resources and referrals.
2. Update and expand the new I&A resource database utilized by the Information Services department through the use of Interns and I&A staff.
3. Continue to measure the quality of calls through ongoing phone monitoring and mentoring sessions with I& A staff and random database checks.
4. Monitor type and quantity of calls coming into the I&A department and set benchmarks for I&A Specialists to strive for.
5. Create a new call flow process allowing internal calls to be transferred and simple requests to be answered while allowing fully trained I&A Specialists to handle the more complex calls and provide Options Counseling when required.
6. Update the I&A internal home health care procedures and staff training process to more effectively make referrals for Care Management, Case Coordination and Support, Targeted Care Management, MI Choice Waiver, MMAP for MI Health Link Options Counseling and any other home health care related assistance.
7. Increase I&A staff involvement in community outreach activities.

1.

**Transportation (for MATF only)**

<u>Starting Date</u>	10/01/2021	<u>Ending Date</u>	09/30/2022
Total of Federal Dollars		Total of State Dollars	
Geographic area to be served			
PSA 1C			

**Specify the planned goals and activities that will be undertaken to provide the service.**

GOAL: Provide TSA's ride-of-last-resort transportation to clients that are unable to access and/ or afford private transportation in and to areas where SMART or other local transportation companies are unable to service.

**ACTIVITIES:**

1. Residents of the planning service area (PSA) 1-C will have an improved transportation options to access non-emergency medical, housing transitions, benefit application, and enrollment appointments.
2. In collaboration with the I&A department, identify additional community resource options to meet the growing need for transportation services.



The Senior Alliance, Inc.

FY 2022

**Approved MYP Program Development Objectives**

Program development goals and objectives previously set by the area agency and approved by the CSA in this multi-year planning cycle are included as read-only. For each of these established program development objectives, a text box is included for the area agency to provide information on progress toward the objectives to date. This text box is editable. Please provide information on progress to date for each established objective under the section tab entitled "Progress."

For the Diversity, Equity and Inclusion (DEI) objective, include progress on trainings for staff and subcontractors in DEI and unconscious bias. Discuss efforts to ensure that programming and outreach is culturally sensitive and welcoming to all participants, including non-English speaking persons. Discuss efforts to ensure that providers are trained to adapt to diverse cultural needs.

**Area Agency on Aging Goal**

**A. Advocate, inform and empower those we serve.**

Objectives

1. Serve as an information resource for elected officials on programs and services that impact the lives of older adults and their caregivers.

Timeline: 10/01/2019 to 09/30/2022

Progress

In 2020 and 2021 TSA's Board of Directors approved an Advocacy Platform covering a variety of issues important to older adults and individuals living with a disability. Copies of the platform were sent to all federal, state and county elected officials serving PSA 1C.

The 2021 Advocacy Platform planks covered:

FEDERAL ADVOCACY POSITIONS -

Increase Funding for Home-Delivered and Congregate Meals

Preserve "Safety Net" Programs that Impact Older Adults and People Living with a Disability

Expand State Health Insurance Program (SHIP)

Address the Direct Care Workforce Shortage

STATE ADVOCACY POSITIONS -

Eliminate Wait Lists for In-Home & Nutrition Services

Shift Senior Community Service Employment Program (SCSEP) to ACL

Increase MI Choice Waiver Funding to Support Direct Care Workforce

Preserve & Rebalance the Community-Based Long Term Services and Supports (LTSS) Model

Publicly Evaluate MI Health Link Before MLTSS Expansion

Grow Transportation Options

Combat Elder Abuse, Exploitation & Neglect

Expand Housing Options and Accessibility

Develop Outreach, Information and Services for Underserved Populations

Access to Broadband Internet Service for All Michiganders

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

The Senior Alliance, Inc.

FY 2022

Federal, state, county and local elected officials receive TSA's monthly advocacy newsletter, Colloquy, via email.

During the COVID-19 pandemic in-person advocacy visits became telephone and video meetings. TSA continued to engage with federal, state and county legislators on a variety of aging-related topics. Notable discussion occurred in 2021 with Congresswoman Debbie Dingell, State Representative Abdullah Hammoud, State Rep. Laurie Pohutsky, State Representative Cara Clemente, State Representative Matt Koleszar, State Representative Mary Cavanagh, State Representative Karen Whitsett, State Representative Jewell Jones, State Senator Erika Geiss, State Senator Stephanie Chang and State Senator Sylvia Santana.

Communications were sent to federal and state elected officials on a variety of topics since the beginning of the pandemic, including:

COVID-19 Emergency Federal Funding (March 2020)  
Letter to Governor Gretchen Whitmer on COVID-19 response & needs of older adults (May 2020)  
Nursing Home Testing Advocacy with Long-Term Care Ombudsman (May 2020)  
COVID-19 Stimulus Funding (May 2020)  
Direct Care Worker Wage Increase (June 2020)  
U.S. Census Deadline Extension (August 2020)  
Governor's Nursing Task Force Recommendation (September 2020)  
Kinship Caregiver Bills (September 2020)  
Criminal Background Check Bill – HB 6124 (September 2020)  
COVID-19 Relief & Federal FY 2021 Budget (December 2020)  
Direct Care Worker Wage Increase (February 2021)  
Criminal Background Check Bill – HB 4325 (March 2021)

TSA staff drafted a Resolution, introduced by State Representative Cara Clemente, outlining the impact and contributions of older adults and declaring May 12, 2021 as Older Michiganians Day. H.R. 105 was unanimously approved.

2. Advocate on behalf of older adults for increased appropriations to the community-based LTSS, including the MI Choice Medicaid Waiver Program.  
Timeline: 10/01/2019 to 09/30/2022

### Progress

TSA's 2020 and 2021 Advocacy Platform contains two planks on the MI Choice Waiver program:

Increase MI Choice Waiver Funding to Support Direct Care Workforce -  
Work with other organizations to advocate for an increased MI Choice Waiver appropriation focused on raising rates paid to the in-home services vendor network that provides direct care services. Data from PHI shows that in 2019, on average, home health and personal care aides in Michigan earned \$ 11.58 per hour. This is less than they can make in entry-level retail sector positions. Increased service delivery rates will attract needed employees and result in an improved workforce, giving more adults with a nursing home level of care need the choice to receive care in their home.

Preserve & Rebalance the Community-Based Long Term Services and Supports (LTSS) Model -  
Advocate to preserve and strengthen the home and community-based model of service delivery for individuals



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

**The Senior Alliance, Inc.**

**FY 2022**

receiving long-term services and supports (LTSS) by building upon the successes achieved by Area Agencies on Aging in their role as administrators of the MI Choice Medicaid Waiver program. Rebalance Medicaid Long Term Services and Supports (LTSS) funding so at least 60% goes to Home and Community Based Services (HCBS). In fiscal year 2016, 57% of Medicaid LTSS care delivered in the U.S. was through HCBS. In Michigan only 40% went to HCBS in fiscal year 2016, while 60% went to care in institutional settings. Michigan's HCBS program, known as MI Choice, has demonstrated that care delivered in the home is more than 55% less expensive than having the same person moved into a nursing facility or institutional setting.

Each year TSA staff produce an informational handout on the impact of the MI Choice Waiver program, including the cost effectiveness of community-based care versus institutional care. This handout is distributed to state and federal elected officials in PSA 1C.

In July 2020 TSA began publication of a monthly advocacy newsletter, Colloquy. This email update routinely includes updates on legislation, administrative action and appropriations developments around the MI Choice Waiver program.

TSA's new podcast series, Inside The Senior Alliance, dedicated two episodes to exploring the MI Choice Waiver program. While a third episode featured a discussion with a Supports Coordinator in the program. These podcasts are informational in nature and are used as a tool to educate policy makers, potential program participants, caregivers and the public about this important community-based program.

TSA staff have also participated in advocacy conversations with state legislators focusing on the MI Choice Waiver program.

3. Advocate on behalf of older adults for increased appropriations to the State of Michigan Aging & Adult Services Agency (AASA).

Timeline: 10/01/2019 to 09/30/2022

Progress

TSA's Board of Directors has approved an Advocacy Platform in 2020 and again in 2021. The platform includes AASA funding related planks:

**Eliminate Wait Lists for In-Home & Nutrition Services -**

With the Silver Key Coalition, advocate for a \$4.75 million increase in the in-home and nutrition services line items within the Michigan Department of Health and Human Services budget for Fiscal Year 2022. This funding will continue progress toward the goal of making Michigan a "no-wait state". While our service area does not currently have a wait list for nutrition services, a long wait list exists for MDHHS allocated in-home services.

**Grow Transportation Options -**

support policies and advocate to expand the availability, affordability and accessibility of transportation options that enable people to work, volunteer, socialize, recreate, access services, keep clinical appointments, attend religious activities and spend time with family. Lack of transportation leads many older adults to miss both critical and routine medical appointments, resulting in adverse health impacts and higher medical costs. The Family Caregiver Alliance reports that 78% of caregivers have provided or arranged transportation for their loved one.

**Expand Housing Options and Accessibility -**

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

---

**The Senior Alliance, Inc.**

**FY 2022**

The Senior Alliance supports policies and appropriations to improve the affordability of housing for older adults and people living with a disability, further enabling individuals to live in the community they choose. A Harvard University study finds that 2.4 million of the poorest older adults will have no access to affordable housing by 2038. Models that bring together housing accessibility and available community-based services should be encouraged and enabled.

**Develop Outreach, Information and Services for Underserved Populations**

The Senior Alliance supports policies and appropriations to expand outreach, resource information and services to underserved populations, including low-income, racial and ethnic minorities, immigrants, refugees, isolated individuals and those identifying as LGBTQ.

In July 2020 TSA began publication of a monthly advocacy newsletter, Colloquy. This email update routinely includes updates on legislation, administrative action and appropriations developments involving AASA funded programs.

TSA's new podcast series, Inside The Senior Alliance, has dedicated multiple episodes to AASA funded programs. Topics have included Information & Assistance, Medicare Medicaid Assistance Program, Housing Coordination, the Long Term Care Ombudsman and advocacy through the Michigan Senior Advocates Council. These podcasts are informational in nature and are used as a tool to educate policy makers, potential program participants, caregivers and the public about these important community-based programs and services.

TSA staff have also participated in advocacy conversations with state legislators focusing on appropriations for AASA programs.

4. Inform and empower older adults, caregivers and stakeholders on issues impacting the lives of older adults in PSA 1C.

Timeline: 10/01/2019 to 09/30/2022

Progress

In 2020 and 2021 TSA's Board of Directors approved an Advocacy Platform covering a variety of issues important to older adults and individuals living with a disability. This platform document was distributed to the agencies Advisory Council, stakeholders and elected officials. The platform is also available on TSA's website. It serves as a guidepost for advocacy action that can be undertaken by older adults, caregivers and stakeholders.

In July 2020 TSA began publication of a monthly advocacy newsletter, Colloquy - which means, "a conversation." Colloquy provides recipients an overview of aging related legislation, appropriations process updates and information on public policy actions in the aging sector.

TSA also periodically issues Advocacy Action Alerts to empower people with background information and advocacy points if they desire to contact their legislators on important issues. Over the past year alerts have been issued on COVID-19 Relief, Kinship Caregiver legislation and a Direct Care Worker Wage Increase through the state.

Every meeting of TSA's Advisory Council includes an agenda item for advocacy updates from staff and an update from the agency's Michigan Senior Advocates Council. The Advisory Council serves as an important link to others in our community that advocate on aging issues.



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

The Senior Alliance, Inc.

FY 2022

**B. Promote elder and vulnerable adult rights and justice.**

Objectives

1. Provide information and education to older adults, caregivers and stakeholders to raise awareness about elder abuse.

Timeline: 10/01/2019 to 09/30/2022

Progress

I&A provides information to older adults, caregivers and stakeholders about resources for elder abuse, such as APS, elder abuse prevention through Neighborhood Legal Services or assistance with financial exploitation through legal assistance or through the Success After Financial Exploitation program (SAFE) at Wayne State University. Referrals are made to the Long Term Care Ombudsman when concerns are about an individual in a nursing facility. I&A shares information, resources and intervenes when necessary.

TSA's I&A Team has a direct working relationship with the State of Michigan Adult Protective Services (APS). APS makes referrals to TSA for program and service assistance, while TSA makes reports to APS when there is concern for the safety and well-being of an individual.

The LTCO attended and participated in Attorney General Dana Nessel's Elder Abuse Task Force town halls on December 13, 2019 at the Livonia Senior Center and on January 24, 2020 the Woodhaven Recreation Center. Information provided MLTCOP resident rights fact sheets, resident right bookmarks and pamphlets and elder abuse literature.

The LTCO presented "Elder Abuse, Neglect and Exploitation, Recognizing, Reporting and Prevention" on February 8, 2021 to TSA's Advisory Council and on March 17, 2021 to the Wayne County Senior Services Nutrition Site Managers.

The MMAP Team reached out to 2,630 Medicare beneficiaries and their caregivers related to fraud, waste and abuse in Medicare in fiscal year 2020. Similarly, 1,530 individuals in fiscal year 2021 have been educated via outreach efforts as of May 20, 2021.

In fiscal year 2021, the MMAP team has reached out to the community 35 times in various ways to educate individuals via community presentations, Facebook posts and an online podcast describing our services. In fiscal year 2020 the MMAP team reached out to the community 47 times with info and resources.

2. The Long Term Care Ombudsman will work to increase coordinated and collaborative approaches to assisting older adults and their caregivers understand long-term care.

Timeline: 10/01/2019 to 09/30/2022

Progress

The LTCO assisted 5 resident transfers into the community, referring residents to transition and MI Health Link services.

The LTCO had 155 information and assistance contacts for long term care options, 62 information and assistance



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

---

**The Senior Alliance, Inc.**

**FY 2022**

contacts Medicaid options and 43 contacts of information and assistance for transitions services.

On May 20, 2021 the LTCO presented to Elder Law and Advocacy Section on "Back to Basics Webinar Series of Alternatives to Long Term Care". Presentation discussed community options providing services for individuals to remain in the community or the least restrictive environment possible.

3. Advocate at the state and federal levels for the rights of older adults.

Timeline: 10/01/2019 to 09/30/2022

Progress

LTCO worked with the office of State Representative Laurie Pohutsky and Attorney General Dana Nessel's Elder Abuse Task Force on a town hall event held on December 13, 2019 in Livonia.

The LTCO worked with the offices of State Representative Darrin Camilleri, State Senator Stephanie Chang and Attorney General Dana Nessel's Elder Abuse Task Force on a town hall event held on January 24, 2020 in Woodhaven.

TSA's 2020 and 2021 Advocacy Platform contains two plank on elder abuse prevention:

Support Elder Justice Act Initiatives -

Support initiatives authorized by the federal Elder Justice Act (EJA). The EJA implements a comprehensive national strategy to address elder abuse, neglect and exploitation. Services delivered by Adult Protective Services and Long Term Care Ombudsmen are critical to assisting the victims of abuse.

Combat Elder Abuse, Exploitation & Neglect -

Collaborate with partners in the aging network to support state-level policies to combat all forms elder abuse, exploitation and neglect. Elder abuse is all too common with 1 in 10 older adults becoming the victims of abuse. Some victims suffer physically, many others bear psychological and emotional scars.

**C. Provide municipalities with technical assistance in pursuit of Communities for a Lifetime designation.**

Objectives

1. Provide all 34 municipalities in PSA 1C information on Communities for a Lifetime designation.

Timeline: 10/10/2019 to 09/30/2020

Progress

On October 1, 2019 a detailed letter was sent to the Mayors and Township Supervisors in 32 of the 34 municipalities in region 1C. The letter provided a detailed overview of the CFL initiative and offered technical assistance with the designation process. No municipalities expressed interest in pursuing CFL.

The City of Inkster holds CFL designation. The City of Livonia began pursuing AARP Age Friendly Community designation in partnership with St. Mary's Livonia Hospital, but paused the initiative at the onset of the COVID-19 pandemic.

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

**The Senior Alliance, Inc.**

**FY 2022**

2. Provide technical assistance to any municipality electing to pursue Community for a Lifetime designation.  
Timeline: 10/01/2019 to 09/30/2020

Progress

On October 1, 2019 a detailed letter was sent to the Mayors and Township Supervisors in 32 of the 34 municipalities in region 1C. The letter provided a detailed overview of the CFL initiative and offered technical assistance with the designation process. No municipalities expressed interest in pursuing CFL.

The City of Inkster holds CFL designation.

The City of Livonia is pursuing AARP Age Friendly Community designation in partnership with St. Mary's Livonia Hospital. The Senior Alliance is a member of the committee facilitated by St. Mary's Livonia Hospital working on AARP Age Friendly Community designation.

**D. Help older adults maintain their health and independence at home and in their community.**

Objectives

1. Implement use of the Quality Aging Matrix survey in the Care Management program.  
Timeline: 10/01/2019 to 09/30/2022

Progress

The Quality Aging Matrix was fully implemented on October 1st, 2019. As of April 1st, 2021, staff had conducted 1,090 surveys. Responses were collected at each initial assessment and again during the participant's first reassessment. Management initiated follow-up with support coordinators whose monthly assessment data did not correlate with new Quality Aging Matrix entries. Data collection continues on a month-to-month basis as the agency remains partnered with the survey's administrators within the Southeast Michigan Senior Regional Collaborative .

With a significant sample size, focus has shifted to the data analysis phase of the survey's implementation . Domains of concern for intake staff, deserving special attention during assessments, were identified as Daily Functioning, Physical Health and Access to Services. Between the initial assessment and first reassessment, program interventions are correlated with a 39.8% improvement in Daily Functioning and 40.1% improvement in Access to Services domains. The agency has also identified movement within the Social Connections domain, quantifying the worrying impact of the pandemic and related social distancing. 74.7% of program participants were not able to improve their level of social connectedness, with 11.7% seeing a reduction to crisis level.

TSA will continue to monitor crisis domains during intake and reassessments , with a focus on social connection interventions.

2. Provide and install bathroom safety equipment for Care Management program participants to reduce fall risk, as funding is available.  
Timeline: 10/01/2019 to 09/30/2022

Progress

Meetings were held with local vendors and Care Management staff to develop plans for effective bathroom safety equipment service delivery. Shower chairs, raised commodes, fixed-grab bars and similar sample equipment



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

**The Senior Alliance, Inc.**

**FY 2022**

were purchased to educate staff and vendors on available, high-priority items. A database was created to improve service ordering efficiency, organizing participants who need equipment by their geographic location.

In December of 2019, the agency renewed focus on immediately available equipment to mitigate fall risk. Care Management staff were re-trained on available fall detection Personal Emergency Response Systems as a program intervention. The topic became a standing agenda item at monthly program staff meetings.

With the suspension of in-home visits in March of 2020, Care Management Staff began direct shipment of shower chairs and transfer benches to participants identified as a fall risk without appropriate safety equipment. As of mid-May, 38 additional participants now have this safety equipment in their bathroom. TSA continues to offer this equipment to new program enrollees and current participants who develop indicators of fall risk as they age in place.

3. Train agency staff to understand and meet the changing needs of older adults and individuals living with disabilities to ensure quality, coordinated care, and accessibility of available services throughout PSA 1-C.  
Timeline: 10/01/2019 to 09/30/2022

Progress

TSA has provided all staff trainings on the following topics:

- Gift of Life - Information pertaining to organ donation by Gift of Life Organization (October 2019)
- Cultural Diversity – ACCESS (November 2019)
- MI-DDI and MI-OCEAN Presentation by Wayne State University (January 2020)
- Successful Aging through Financial Empowerment by Wayne State University Institute of Gerontology (February 2020)
- QPR – Question Persuade Refer Training by Hegira Health (February 2020)
- DEI LGBTQ Training by SAGE (December 2020)
- Alzheimer's & Dementia overview by Alzheimer's Association (January 2021)
- Various ALZ and Dementia optional workshops by Alzheimer's Association (February & March 2021)
- COVID-19 Vaccine Information by Michigan Medicine Physician Dr. Cinti (February 2021)
- Pathways for Suicide Prevention by Hegira Health (March 2021)
- Emergency Needs Program by Hannan Center (March 2021)
- Successful Aging through Financial Empowerment by Wayne State University (April 2021)

TSA's monthly staff meetings include agency include updates on programs, services, resources, as well as compliance reminders and COVID-19 information.

The Information & Assistance Team has attended the following trainings:

- Older Adult Crisis Management During COVID-19
- Older Adult Mental Health
- QPR Suicide Prevention Training
- LGBT Cultural Sensitivity Training
- Alzheimer's/Dementia Training
- I&A Manager and CCD Housing Coordinator attended a PACE presentation
- Summer 2021 scheduled trainings are on PACE, MI Choice Waiver, CM/CCS and MI Health Link
- Future trainings include: Hoarding, Mental Health First Aid, Motivational Interviewing



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

**The Senior Alliance, Inc.**

**FY 2022**

The CM/CCS Team has attended the following trainings:

- Michigan Elder Law – Aging in Michigan Conference (October 2019)
- Challenging Geriatric Behaviors (December 2019)
- A meaningful life with Alzheimer's disease (November 2020)
- Making of a Victim/Institute of Gerontology-Wayne State University (December 2020)
- Alzheimer's Association Michigan Chapter Presents: 10 Warning Signs (February 2021)
- Issues in Aging Conference/Institute of Gerontology-Wayne State University (April 2021)

The LTCO held virtual trainings with 8 TSA employees on the Michigan Long Term Care Ombudsman Program.

MMAF conducts monthly update trainings for all MMAF team members. Initial MMAF volunteer trainings are held in 10 out of 12 months each year.

4. Provide basic needs outreach (housing, food resources, social isolation) to promote successful aging-in-place.  
Timeline: 10/01/2019 to 09/30/2022

Progress

Friendly Reassurance is one of TSA's programs designed to help combat social isolation and aging-in-place through regular telephone contacts to provide interaction and assure the participant's well-being and safety. Outreach to promote this program has included: 1) Friendly Reassurance flyers taken to all outreach events in the community; 2) Presentations for TSA staff, community seniors and professionals; 3) Flyers included in a holiday envelope going to every holiday meals recipient; 4) Flyers delivered, mailed or emailed during the pandemic.

The outcome of the outreach has been positive since the beginning of fiscal year 2020, with the increased social need due to the COVID-19 pandemic. In fiscal year 2020 calls were made to 180 unduplicated Friendly Reassurance participants compared to 127 in fiscal year 2019. In addition, 145 MDHHS check-in calls were made.

Starting in May 2020, a comprehensive social isolation contacts and resources list was shared with agency staff. Care Management Support Coordinators were trained to cover the topic on subsequent participant contact calls.

In 2021, Care Management Support Coordinators began tracking COVID-19 vaccination progress for their participants. An inter-agency hub for current vaccine opportunities by municipality is maintained and shared with program participants and the community at large. Special outreach to the homebound population and access to visiting vaccine appointments remains a focus.

The Michigan Long Term Care Ombudsman Program initiated the Companion Pet Project, with the LTCO contacting 24 nursing homes for interest. The LTCO delivered 3 pets to residents who relocated to other nursing homes.

MMAF Program Materials were distributed at TSA Food Distribution events to approximately 1,600 individuals. Information including the Extra Help program and the Medicare Savings Program.

MMAF has established an easier process for volunteer counselors to refer to TSA's Information & Assistance Department when a client who may need services is identified. Beginning in October 2020, MMAF Counselors utilize a fillable form on Microsoft Teams that is accessible and easy to use.

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

---

**The Senior Alliance, Inc.**

**FY 2022**

The Senior Alliance delivered 1,015 holiday meals at Thanksgiving 2019 and 1,156 at Christmas 2019 using a network of volunteers.

The COVID-19 pandemic required a shift from our normal program. TSA coordinated with Wayne County Senior Services to deliver the holiday meal with the normal meals delivery. TSA provided a frozen holiday themed meal to each meal on wheels recipient for Easter 2020 and 2021 and Thanksgiving & Christmas 2020. Over 2,000 meals were provided per holiday along with a holiday themed message/card.

**E. Improve the accessibility of services to Michigan's communities and people of color, immigrants and LGBTQ+ individuals**

Objectives

1. Establish outreach partnerships with key local organizations to understand the caregiver cultural needs within each minority population.

Timeline: 10/01/2020 to 09/30/2022

Progress

TSA has developed a focus group process to engage communities of color, immigrants and LGBTQ+ individuals. Outreach has been conducted to ACCESS, Sage and the NAACP for the conducting of focus groups in late FY 2021 and FY 2022.

TSA conducted a virtual focus group with eight representatives from the faith-based community in PSA 1C on November 18, 2020. A regular, larger faith-based event is planned to occur each year to reach all denominations and minority populations in PSA 1C.

TSA has Advisory Council representation from ACCESS and is currently seeking additional members from other minority communities and organizations.

2. Develop and distribute outreach materials to educate participants and caregivers of immigrants, LGBTQ+ people and communities of color on available programs and services.

Timeline: 10/01/2020 to 09/30/2022

Progress

TSA has maintained tele-interpreter capabilities through Language Line Services in order to communicate effectively with non-English speakers who contact the agency.

With information gained from the focus groups, TSA will develop and distribute brochures, presentations and other outreach materials based on input and recommendations.

3. Provide annual diversity, equity, and inclusion training to contracted organizations and TSA staff.

Timeline: 10/01/2020 to 09/30/2022

Progress

TSA has been engaged in several DEI trainings with staff. A DEI consultant has been hired and is currently leading trainings with management, staff, the Advisory Council and the Board of Directors.

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

**FY2020-2022 Multi Year Plan**

**FY 2022 Annual Implementation Plan**

---

**The Senior Alliance, Inc.**

**FY 2022**

Six staff members attended the following AIRS trainings: Diversity, Equity and Inclusion at the Personal and Organizational Level; What COVID Uncovered About Privilege; Personal Freedom from Cultural Myths.

SAGE LGBT cultural sensitivity training was provided for all staff.

Four staff members trained in SAGE Metro Detroit's "Act. Reflect. Commit." curriculum, consisting of 9 online learning modules totaling over 3 hours of licensed Social Worker continuing education.

ACCESS provided a staff training on Arabic culture and the Arab American National Museum.

MI-DDI and MI-OCEAN presentation on disabilities.

In FY 2022 staff will complete SAGE LGBT online intensives and continue Diversity Equity and Inclusion trainings with the consultant.



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

The Senior Alliance, Inc.

FY 2022

**Supplemental Documents**

This year, the completion of the Quality Outcome Measures Reporting Form (six-month report) and the Emergency Management and Preparedness document are required and may be found in the Document Library.

Supplemental Documents A through F are presented in the list below. Select the applicable supplemental document(s) from the list on the left. Provide all requested information for each selected document. Note that older versions of these documents will not be accepted and should not be uploaded as separate documents.

- A. Policy Board Membership - Required
- B. Advisory Council Membership - Required
- C. Proposal Selection Criteria - *should only be completed if there are new or changed criteria*
- D. Cash-In-Lieu-Of-Commodity Agreement - *should only be completed if there are new or changed criteria*
- E. Waiver of Minimum Percentage of a Priority Service Category - *should only be completed if there are new or changed criteria*
- F. Request to Transfer Funds - *should only be completed if there are new or changed criteria*

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

The Senior Alliance, Inc.

FY 2022

**SUPPLEMENTAL DOCUMENT A**  
**Board of Directors Membership**

	Asian/Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	1	0	0	0	1	4	13
Aged 60 and Over	1	0	0	0	1	2	7

Board Member Name	Geographic Area	Affiliation	Membership Status
Tom Jankowski	Canton	At-Large Wayne State Institute of Gerontology	Appointed
David Ippel	Dearborn Heights	At-Large Retired	Appointed
Doug Hull	Plymouth Township	Conference of Western Wayne Retired	Appointed
Frank Vaslo	Lincoln Park	Downriver Community Conference Retired	Appointed
Jack Frucci	Grosse Ile	At-Large Retired	Appointed
Michael Harris	Westland	At-Large Michigan Paralyzed Veterans	Appointed
Ann Hatley	Wyandotte	At-Large Small Business	Appointed
Vicki Ashker	Dearborn Heights	Conference of Western Wayne Madonna Univ.	Appointed
Kathleen McIntyre	Livonia	At-Large Livonia City Council	Appointed
Roger Myers	Canton	At-Large Presbyterian Villages of Michigan	Appointed
Syed Taj	Canton	Conference of Western Wayne Medical Doctor	Appointed
Gregory Genter	Grosse Ile	Downriver Community Conference Investment Mgr	Appointed

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

---

The Senior Alliance, Inc.

FY 2022

Denise Brothers	Livonia	Advisory Council Madonna University	Appointed
-----------------	---------	--	-----------



STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

The Senior Alliance, Inc.

FY 2022

**SUPPLEMENTAL DOCUMENT B**  
**Advisory Board Membership**

	Asian/ Pacific Islander	African American	Native American/A laskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	3	0	0	1	13	16
Aged 60 and Over	0	1	0	0	1	7	8

Board Member Name	Geographic Area	Affiliation
Denise Brothers	Livonia	Madonna University
Joan Siavrakas	Livonia	Wayne County Senior Services
Rosemarie Shim	Canton	Social Work
Jean Barnas	Livonia	Alzheimer's Association of Michigan
Lois Beerbaum	Canton	MMAP/Faith-Based
Jack Bird	Canton	MMAP
Sandy Bonavero	Westland	Retired
Tim Cokley	Westland	Faith-Based
Marti Coplai	Livonia	Angela Hospice
Thomas J. Jankowski	Westland	Retired (former First Responder)
Ayana King	Wyandotte	Communications
Carolyn Marengere	Southgate	Social Work - Housing Sector
Dianne Neihengen	Canton	Retired (former Senior Center Director)
Ann Randolph	Trenton	Retired (former Caregiver)
Susan Rowe	Wayne	Retired (former Elected Official)
Amne Darwish Talab	Dearborn	Community Services Organization

## Quality Outcome Measures Reporting Form

(6 Month Report Due April 15, 2021 and Annual Final Report Due November 15, 2021)

**1. Participant Satisfaction Level**

Measure: The percentage of the total participant satisfaction survey question responses that are positive; negative; or neutral for:

Care Management	Positive	<b>97%</b>	Negative	<b>0%</b>	Neutral	<b>3%</b>
Case Coordination & Support	Positive	<b>86%</b>	Negative	<b>7%</b>	Neutral	<b>7%</b>

**2. Participant Quality of Life Satisfaction Level Before and After Receiving Services**

Measure: The percentage of the total participant satisfaction survey question responses about quality of life before and after receiving services that are positive; negative; or neutral (based on these two questions to be added to the area agency survey):

A. My quality of life prior to receiving services was:

Care Management	Positive	<b>21%</b>	Negative	<b>55%</b>	Neutral	<b>24%</b>
Case Coordination & Support	Positive	<b>5%</b>	Negative	<b>70%</b>	Neutral	<b>25%</b>

B. My quality of life after receiving services is:

Care Management	Positive	<b>89%</b>	Negative	<b>0%</b>	Neutral	<b>11%</b>
Case Coordination & Support	Positive	<b>83%</b>	Negative	<b>9%</b>	Neutral	<b>9%</b>

**3. Prevalence of Social Isolation**

Measure: The percentage of all participants who are alone for long periods of time or always AND who also report feeling lonely -OR- Participants who are distressed by declining social activity, 90 days prior to assessment/reassessment (or since last assessment if less than 90 days) for:

Care Management	<b>15%</b>	Case Coordination & Support:	<b>24%</b>
-----------------	------------	------------------------------	------------

**4. Prevalence of Emergency Room Visits and Hospital Stays**

Measure: The percentage of all participants who have had one or more hospitalizations or emergency room visits during the last 90 days before the assessment/reassessment (or since last assessment if less than 90 days) for:

Care Management:	<b>31%</b>	Case Coordination & Support:	<b>20%</b>
------------------	------------	------------------------------	------------

**5. Prevalence of Inadequate Meals and Dehydration**

Measure: The percentage of all participants who in at least 4 of last 7 days prior to assessment/reassessment ate one or fewer meals for:

Care Management:	<b>1%</b>	Case Coordination & Support:	<b>1%</b>
------------------	-----------	------------------------------	-----------

Measure: The percentage of all participants who in the last 3 days prior to assessment/reassessment had fluid intake less than 1,000 cc per day (less than four 8 oz. cups/day) for:

Care Management:	<b>2%</b>	Case Coordination & Support:	<b>2%</b>
------------------	-----------	------------------------------	-----------

## EVIDENCE-BASED PROGRAMS PLANNED FOR FY 2022

Funded Under Disease Prevention Health Promotion Service Definition

Provide the information requested below for Evidence-Based Programs (EBDP) to be funded under Title III-D.

Title III-D funds can only be used on health promotion programs that meet the highest-level criteria as determined by the Administration for Community Living (ACL) Administration on Aging (AoA). Please see the "List of Approved EBDP Programs for Title III-D Funds" in the Document Library. Only programs from this list will be approved beginning in FY 2020. If funding has been allocated as a single amount for all Title III-D programs for a provider, enter on first line under "Funding Amount for This Service."

Program Name	Provider Name	Anticipated No. of Participants	Funding Amount for Service
<i>Example</i> Arthritis Exercise Program	<i>Example: List each provider offering programs on a single line as shown below.</i> 1) Forest City Senior League Program 2) Grove Township Senior Services 3) Friendly Avenue Services	<i>Example: Total participants for all providers</i> 80	<i>Example: Funding total for all providers</i> \$14,000
Matter of Balance	1) National Kidney Foundation of Michigan	36	\$8,900
Diabetes Prevention Program	1) Beaumont Health	60	\$16,000
Arthritis Foundation Exercise Program	1) Garden City Maplewood Senior Center 2) Van Buren Township Senior Center 3) Sumpter Township Senior Center	249	\$7,310
Tai Chi for Arthritis	1) Redford Township Senior Center 2) Garden City Maplewood Senior Center 3) Van Buren Township Senior Center	317	\$7,500
Enhance Fitness	1) Inkster Commission on Aging Senior Center	49	\$7,600
Personal Action Towards Health (PATH)	1) National Kidney Foundation of Michigan	61	\$21,186



# EMERGENCY MANAGEMENT AND PREPAREDNESS

## Minimum Elements for Area Agencies on Aging FY 2022 Annual Implementation Plan

After each general and nutrition minimum element for emergency preparedness, provide a brief description regarding how the AAA Emergency Preparedness Plan for FY 2022 will address the element.

Area Agency on Aging  
The Senior Alliance, Area Agency on Aging 1-C

### A. General Emergency Preparedness Minimum Elements (required by the Older American's Act).

1. Anticipated expectations during a State or locally declared emergency/disaster. Include having a staff person (the area agency director or their designee) available for communication with AASA staff to provide real time information about service continuity (status of aging network service provider's ability to provide services).

The Senior Alliance has designated the agency's Information Technology department director to serve as the AASA communications liaison in the event of a federal, state or locally declared emergency. The agency's Information Technology (IT) department director is the first contact for the states' emergency management "bunker team" and has procedures in place for accessing and reporting requested data. The IT department director also has the ability to notifying affected staff. Agency staff would follow their departmental policies to ensure available and applicable support is provided to agency clientele, with priority given to those at highest risk.

2. Being prepared to identify and report on unmet needs of older individuals.

To identify clients at highest risk and in need of support in the event of a state or local emergency, The Senior Alliance utilizes NAPIS data and Compass reports. Information would be reported by the IT department director.

3. Being able to provide information about the number and location of vulnerable older persons receiving services from the area agency residing in geographic area(s) affected by the emergency/disaster.

To identify clients at highest risk and in need of support in the event of a federal, state or local emergency, The Senior Alliance utilizes NAPIS enrollment and Compass reports. TSA's contracted nutrition provider, Wayne County Senior Services, is utilizing emergency preparedness materials from MOWAA that include applicable rosters, inventory, and volunteer lists. Wayne County Senior Services has also enabled county IT to access data from Wayne County Senior Services in case of a power outage. TSA will continue to monitor and update agency wide, client specific policies and procedures as appropriate.

4. Being able to contact such affected older persons to determine their well-being.

In the event of a federal, state or local emergency, The Senior Alliance will work with our local Community Focal Points to identify any older adults who have been affected to provide available resources as appropriate. For older adults currently enrolled in a program/service that TSA directly provides, department specific policies outline communication procedures and provide reporting guidance for weather related and/or other emergency disaster relief management. Focus would be given to nutrition program, care management and MI Choice Waiver participants.

5. Anticipated minimum expectations during a State or locally organized preparedness drill include being available to establish communication between AASA staff and area agency staff and being able to provide information upon request to both state and local emergency operation centers regarding the number and location of vulnerable older individuals residing in geographic areas affected by the drill.

The Senior Alliance has designated the Information Technology (IT) department director to serve as the AASA communications liaison in the event of an actual federal, state or locally declared emergency. The agency's Information Technology (IT) department director is the first contact for the states' emergency management "bunker team" and has procedures in place for accessing and reporting requested data. The IT department director also has the ability to notifying affected staff. The agency's Information Technology (IT) department has procedures in place for notifying affected staff who would then follow their departmental policies to ensure available and applicable support is provided to agency clientele with priority given to those at highest risk.



**B. Nutrition providers shall work with the respective area agency to develop a written emergency plan. The emergency plan shall address, but not be limited to the following elements:**

1. Uninterrupted delivery of meals to home-delivered meals participants, including, but not limited to use of families and friends, volunteers, shelf-stable meals and informal support systems.

The Senior Alliance's Contract Specialist provides technical assistance to our Home Delivered, Congregate, Halal, and Liquid nutrition vendor, Wayne County Senior Services, who monitors the service sub-contractors' emergency plan, including volunteer management. In the event of an emergency, Wayne County Senior Services' sub-contractor is headquartered out of state (Mississippi) and has the capability to supply up to 3 shelf stable meals per client within 24 hours.

2. Provision of at least two, and preferably more, shelf-stable meals and instructions on how to use for home-delivered meal participants. Every effort should be made to assure that the emergency shelf-stable meals meet the nutrition guidelines. If it is not possible, shelf-stable meals will not be required to adhere to the guidelines.

Currently, shelf stable and frozen meals are delivered to Home Delivered Meals recipients in accordance to Wayne County Senior Services approved emergency response plan. In the event of an emergency, Wayne County Senior Services' sub-contractor is headquartered out of state (Mississippi) and has the capability to supply up to 3 shelf stable meals per client within 24 hours. The subcontractor also has an Ohio location that can provide support as necessary.

3. Backup plan for food preparation if usual kitchen facility is unavailable.

The Senior Alliance's Contract Specialist provides technical assistance to our Home Delivered, Congregate, Halal, and Liquid nutrition vendor, Wayne County Senior Services, and reviews their emergency preparedness plan to ensure continuity of service in the event the usual preparatory kitchen is unavailable. Wayne County Senior Services' subcontractor has the capacity to provide shelf stable or frozen meals from Mississippi or Ohio within 24 hours, if necessary.

4. Agreements in place with volunteer agencies, individual volunteers, hospitals, long-term care facilities, other nutrition providers, or other agencies/groups that could be on standby to assist with food acquisition, meal preparation, and delivery.

The Senior Alliance is a member of MDHHS' Region 2 South coalition for regional emergency preparedness activities, including receiving notifications of upcoming trainings and other applicable resource information.

5. Communications system to alert congregate and home-delivered meals participants of changes in meal site/delivery.

Currently, Wayne County Senior Services has a "phone tree" in place to address emergencies as they arise. Wayne County Senior Services has also enabled the county's IT department to access data from Wayne County Senior Services in case of a power outage.

6. The plan shall cover all the sites and home-delivered meals participants for each nutrition provider, including sub-contractors of the AAA nutrition provider.

The Senior Alliance's Contract Specialist monitors the contracted nutrition provider's emergency response plan, and provides technical assistance as needed.

7. The plan shall be reviewed and approved by the respective area agency and submitted electronically to AASA for review.

The Senior Alliance's Contract Specialist monitors the contracted nutrition provider's emergency response plan as part of their annual assessment. Communication with the nutrition provider is ongoing and regular. The nutrition program manager from Wayne County Senior Services is a member of The Senior Alliance's Advisory Council.



Resolution # \_\_\_\_\_

RESOLUTION OF CITY/TOWNSHIP COUNCIL OF THE CITY/TOWNSHIP  
OF \_\_\_\_\_ AFFIRMING APPROVAL OF  
THE SENIOR ALLIANCE **2022 ANNUAL IMPLEMENTATION PLAN** FOR AGING SERVICES

WHEREAS, the City/Township Council of the City/Township of \_\_\_\_\_, Wayne County, Michigan recognizes the role of The Senior Alliance as the designated Area Agency on Aging for Southern and Western Wayne County to be responsible for planning, developing, coordinating, monitoring, and managing a comprehensive organized service delivery system of services for older adults and caregivers.

WHEREAS, the 34 communities of Southern and Western Wayne County, including the City/Township of \_\_\_\_\_ comprises the Planning and Service Area to the agency's governing body.

WHEREAS, the Aging and Adult Services Agency require local Area Agencies on Aging to request approvals of their Annual Implementation Plan from their local governments.

WHEREAS, The Senior Alliance has submitted the plan to this honorable body in accordance with federal and state laws.

WHEREAS, The Senior Alliance has held a public hearing for client, caregiver, and service provider population feedback which contributed to the development of the Annual Implementation Plan for Fiscal Year (FY) 2022.

NOW, THEREFORE, BE IT RESOLVED, that this honorable body of \_\_\_\_\_ approves the Annual Implementation Plan for Fiscal Year (FY) 2022, as presented to the City/Township.

APPROVED AND ADOPTED, by the City/Township Council on \_\_\_\_\_, 2021.

Motion:

Second:

Ayes:

Signed:

Dated:

\_\_\_\_\_  
I attest that the foregoing is true and correct copy of a resolution approved at the \_\_\_\_\_  
held in \_\_\_\_\_ on \_\_\_\_\_.





## Administrative Recommendation

---

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

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

To: Mayor & City Commission  
From: Paul J. Sincock, City Manager  
CC: S:\Manager\Sincock Files\Memorandum - PUD Amendment Starkweather School 07-06-21.docx  
Date: June 11, 2020  
RE: Starkweather School Development – Amendment & Rezone to P.U.D. – 1st Reading

---

### Background

The City Commission is aware that a developer has been working to redevelop what is commonly known as the Starkweather School Property located in Old Village on N. Holbrook Street and going back along E. Spring Street. There is some additional property along the eastern side of the property that will now be a part of this development. The Developers have struggled to bring this project to completion and within the scope of their presentations before the Planning Commission. Our Administrative Team has worked diligently with the developer to get them to “yes.” This is the First Amendment to the Planned Unit Development (PUD), and it will allow for some additional parking for a business located on Plymouth Road, some adjustments in some building heights and some moving of green space.

While not related, there is also a Brownfield Project on this property that has yet to be executed by the Developer. The City has been holding Brownfield tax capture from the property pending the adoption of the Brownfield Reimbursement Agreement by the Developer.

The Planning Commission, City Planner and City Community Development Staff have reviewed the plans through a series of meetings with the developer and have come to a number of agreements. As you are aware, the Planned Unit Development Zoning is a special zoning district which allows the Developer and the City to come to agreements related to the final outcome of a development. Since the original approval of the PUD Zoning & Agreement the Developer has requested some additional changes. Those changes have been reviewed and approved by the Planning Commission.

The City Commission must now adopt the additional PUD Zoning for the additional area and the First Amendment to the PUD as approved by the Planning Commission. After the second reading of the PUD Zoning change, then the City Commission will adopt a PUD Agreement with the Developer as a separate issue. The issue on Monday night is the first reading of a Zoning Change for the subject property to Planned Unit Development (PUD) for the mixed-use development to include the 23 single family parcels and the rehabilitation of the School Building.


We have attached extensive background material related to this matter, including a memorandum from John Buzuvis our Community Development Director, as well as the final site plan documents as adopted by the Planning Commission.

## **RECOMMENDATION:**

The City Administration recommends that the City Commission adopt at its first reading the additional PUD Zoning for the project properties and the changes in the PUD Plan itself. If the City Commission adopts the Ordinance as presented the second reading will take place at the July 19th City Commission meeting. The Public Hearing related to all of this was held at the Planning Commission.

We have attached a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions in advance of the meeting please contact John Buzuvis or myself.

## **ADMINISTRATIVE RECOMMENDATION**

**To:** Paul J. Sincock, City Manager  
**From:** John Buzuvis, Community Development Director   
**CC:** S:\DDA\Shared Files\John\Community Development\Starkweather School  
**Date:** 7/1/2021  
**Re:** Starkweather School/550 N. Holbrook PUD Amendment First Reading-Rezoning

---

### **BACKGROUND:**

As you are aware in 2016 the City Commission approved a Planned Unit Development (PUD) plan and agreement and rezoned approximately eight (8) acres of property commonly referred to as the Starkweather School property located at 550 N. Holbrook to PUD. The developer, Curtis Building, completed the rehabilitation of the original school building into 24 for-rent apartments and the site-work for the approved 23 single-family parcels in the rear of the property last year. The rehabilitation of the former school building satisfied the public benefit requirement in the initial executed PUD agreement. As a bonus the school building has been reviewed, approved, and is registered on the National Register of Historic Places.

The developer began the PUD amendment process last fall at the Planning Commission to accommodate a parking expansion of up to eight (8) parking spaces for the property located at 409 Plymouth Rd. In addition to allowing for more parking the proposed amendment increases the green space contained in the PUD and includes enhanced landscaping, a walking path, and two pergolas at/near the entrance to the greenspace. The Planning Commission held a public hearing on the proposed amendment and approved the same at their September 9, 2020, meeting. The meeting minutes from that meeting are attached for your review. Should this amendment be approved by the City Commission a small additional portion of property adjacent to the site will be rezoned to PUD from the current office zoning designation. Additionally, the PUD plan and agreement will also need to be amended and approved by action of the City Commission.

In May 2021, the Planning Commission held a Public Hearing to consider an additional PUD amendment as requested by the developer. The developer proposed amending the PUD plan and agreement to allow for home height deviations for most of the 23 single-family homes to be built in the rear of the school property. The developer indicated that this additional amendment was necessary to compensate for the significant grade that is present on the 23 parcels while facilitating architecturally attractive homes that fit within the character of the city and specifically Old Village. The Planning Commission approved



this request with conditions. The meeting minutes from this meeting are attached for your review.

At the time the developer requested the second PUD amendment the first requested PUD amendment had not been reviewed and/or approved by the City Commission. As such the administration indicated to the developer that both amendments would be considered by the City Commission at one time to keep the process efficient and organized.

Having received the required approvals and recommendations from the Planning Commission the next step in the process before adoption/execution is review and approval by the City Commission. The City Commission is required to complete two readings of the rezoning and amendment to the Zoning Map before the amendment will become official. The Planning Commission has held both required Public Hearings for the requested amendments and those meeting minutes with subsequent approvals are included for your review.

The first reading of the proposed amendment to the zoning map and amended PUD plan (site-plan) is the only action required by the City Commission at this meeting. The second reading of the amendments is expected at the second meeting in July. Additionally, at the second meeting in July the City Commission will review the amended PUD agreement which is the contract between the City and the developer that will memorialize these amendments. The approved amendments, plan, and rezoning run with the land and cannot be changed in any significant way without going through the entire PUD amendment process.

Attached please find the appropriate sheets from the site-plan package containing the proposed changes that have been reviewed and approved by the Planning Commission. Also attached is a map indicating the area to be rezoned from office to PUD as approved by the Planning Commission. Meeting minutes from both public hearings with approvals of the same are also included as additional information.

Should the City Commission approve the requested amendments and amended PUD agreement (two-step process) the administration anticipates construction on several of the proposed 23 homes to begin in the very near future.

**RECOMMENDATION:**

At this time staff would recommend that the City Commission review and approve the proposed PUD plan amendment and the required rezoning resulting in zoning change for the parcel located at 550 N. Holbrook (and an additional small portion of 409 Plymouth Rd. parcel).

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

# PUBLIC HEARING MEETING MINUTES

## 6. PUBLIC HEARINGS

a. PUD 15-01: 550 N. Holbrook, Starkweather School (PUD Amendment

**SEPTEMBER 9 2020**

Saraswat asked to be recused from this agenda item because she her employer is located in the building adjacent to the project, and the PUD amendment involves the owner. Myslinski made a motion, seconded by Kehoe, to accept Saraswat's request.

There was a roll call vote.

Yes: Sisolak, Adams, Joy, Kehoe, Myslinski, Offerman, Saraswat, Silvers

### MOTION PASSED 8-0

Applicant Mark Menuck described changes he's requesting to the PUD agreement. The amendment reduces size of the park entrance, adds parking, increases green space to the rear of the property, provides a second access point to the park and the allows for the possibility of linking it to Hines Park.

The public hearing opened at 7:34.

Ellen Elliot, 404 Irvin, asked about the Hines Park connection, whether fences would be required and who would be responsible for maintaining the landscaping.

Fred Brunk, 523 McKinley, said he thinks the amendment adding access to the park is a benefit to the City.

The public hearing closed at 7:44 p.m.

A discussion among commission members ensued. Points of discussion included public access to Hines Park through private property; and it was noted that this is written into the PUD agreement. There was debate about the importance of decreasing the width of the park entrance for the parking area and the type of barrier between the parking, the housing units and the parks. There was further discussion about the park area's terrain.

Joy offered a motion, seconded by Silvers, to recommend that the City Commission accept the amendment to PUD 15-01 as written.

Kehoe asked for a friendly amendment to require a fence on the east lot line of lots 17, 18 and 19 and on the southern portion of lot 19, limited only by zoning ordinance. Joy and Silvers accepted the amendment.

There was a roll call vote.

Yes: Sisolak, Adams, Hawthorne, Joy, Myslinski, Offerman, Silvers

No: Kehoe

### MOTION PASSED 7-1

Sisolak made a motion seconded by Joy, to have Saraswat return to the meeting. There was a roll call vote.

**6. PUBLIC HEARING**

a. PUD 21-01: 550 N. Holbrook, PUD Amendment

Elmiger provided the group with a list of questions she would like the developer to answer. Applicants Craig and Mark Menuck answered questions about grading, FAR, basement heights, and building height calculations. Chuck Myslinski answered some questions as well.

The public hearing opened at 7:56 p.m.

**Citizen Comments**

Patrick O’Neill, 696 N. Mill, spoke in favor of the applicants’ request.  
Ellen Elliott, 404 Irvin, also spoke in favor of the applicants’ request.

The public hearing closed at 8:00 p.m.

**Commission Comments**

Commission members had an extensive discussion about the land’s topography and how it relates to the building heights the applicants are requesting.

Silvers offered a motion, seconded by Adams, to recommend that the City Commission grant the amended building heights as designated on the matrix on the plans submitted by the applicant only for lots 1-3, 7-17, 21-23.

**Conditions**

Approval is limited to the provision of grading that allows the lowest level to qualify as a basement, that the first floor is no more than 9 feet in height, the second floor is no more than 8 feet in height, and that the structures adhere to the FAR ordinance, and elevations remain intact.

There was a roll call vote.

Yes: Adams, Hawthorne, Offerman, Saraswat, Silvers, Sisolak

No: Joy

MOTION PASSED 6-1

b. SP21-01: 296 S. Main, Special Use and Site Plan Review for additional outdoor dining area.

Applicant Vice Spica provided information about his request to continue to the hours of operation, use of speakers and the arrangements for trash pickup in the alley next to the Penn Grill.

The public hearing opened at 8:40 p.m.

**Citizen Comments**

Ellen Elliott, 404 Irvin, said she thinks the special use is positive, but that parking should be considered.  
John Townsend, 1312 Penniman, said he supports the project and that it’s beneficial to the downtown.  
Patrick O’Neill, owner of several buildings in the City, said the DDA is working on improving alleys in the downtown and that this project would support that effort.

The public hearing closed at 8:46 p.m.

**Commissioner Comments**

The Commission discussed concerns and possible conditions on the seasonality, hours of operation and parking, however, it was noted that this is private property and that is regulated differently than public property sidewalk cafes.

Silvers offered a motion, seconded by Joy, to recommend approval of the special land use request and



site plan for SP21-01 with operation limited to what is represented in the submitted plan.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Offerman, Saraswat, Silvers, Sisolak  
MOTION PASSED 7-0

**7. OLD BUSINESS**

There was no old business.

**8. NEW BUSINESS**

a. SP 21-02: 1250 S. Main, Site Plan Review for revised landscaping

Applicant Silvia Canzano said parking at the building is limited, and the original landscaping plan would exacerbate the problem.

After a discussion, it was decided that this request should be decided by the Zoning Board of Appeals.

Joy offered a motion, seconded by Offerman, to recommend the request to the ZBA for its consideration.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Offerman, Saraswat, Silvers, Sisolak  
MOTION PASSED 7-0

**9. REPORTS AND CORRESPONDENCE**

Bolhuis said she would let the group know whether it could continue to meet virtually.

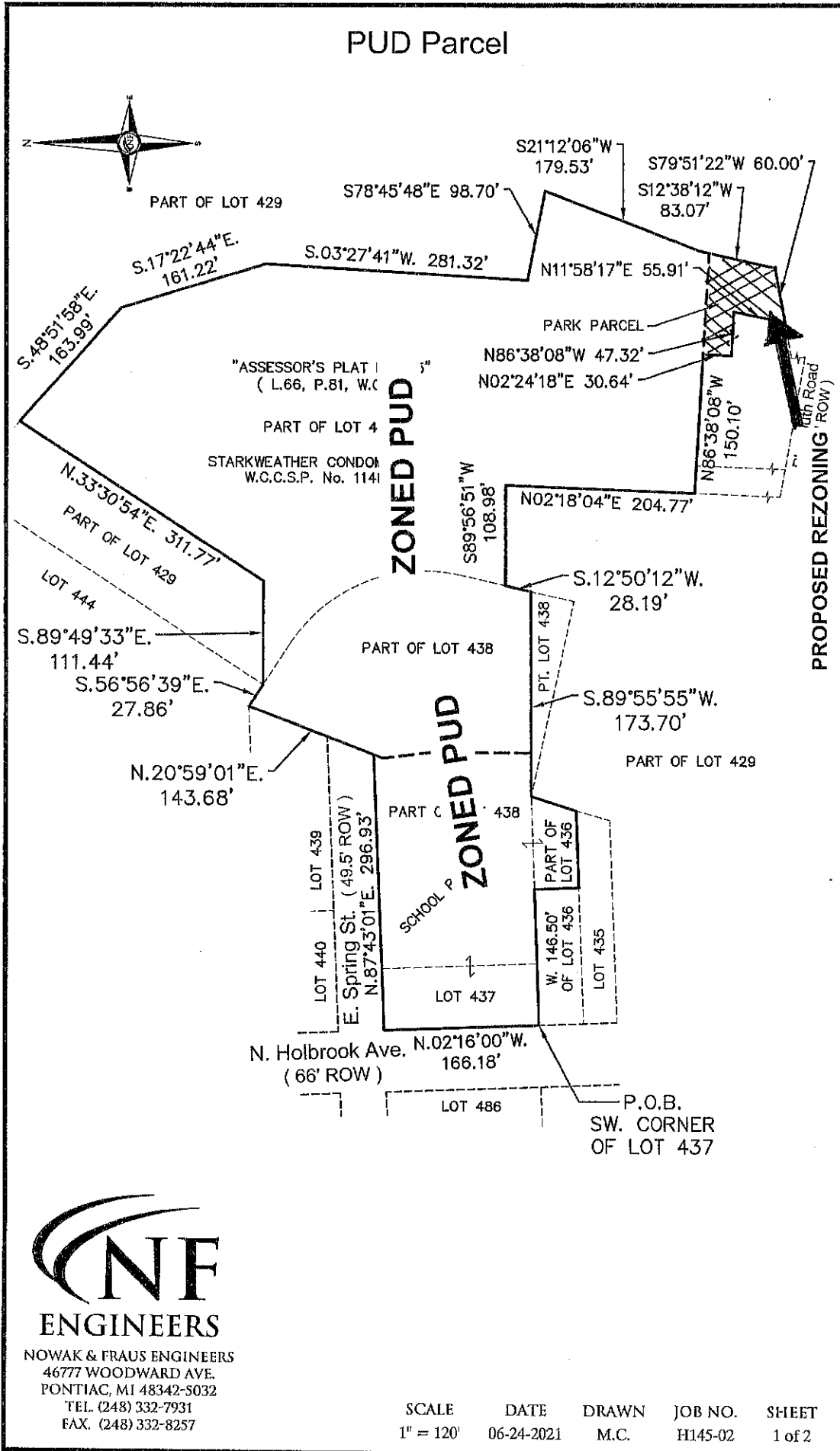
**10. ADJOURNMENT**

Joy offered a motion, seconded by Adams, to adjourn the meeting at 9:48 p.m.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Offerman, Saraswat, Silvers, Sisolak  
MOTION PASSED 7-0

# PROPOSED REZONING



**NOWAK & FRAUS ENGINEERS**  
 46777 WOODWARD AVE.  
 PONTIAC, MI 48342-S032  
 TEL. (248) 332-7931  
 FAX. (248) 332-8257

SCALE 1" = 120'  
 DATE 06-24-2021  
 DRAWN M.C.  
 JOB NO. H145-02  
 SHEET 1 of 2

# PROPOSED AMENDED SITE PLAN

**CNF ENGINEERS**  
 CIVIL ENGINEERS  
 LAND SURVEYORS  
 LAND PLANNERS

HOWAK & FRAUS ENGINEERS  
 4677 WOODWARD AVE  
 BIRMINGHAM, AL 35222  
 TEL: 205.988.7000  
 FAX: 205.988.8887

DAVID M. HOWAK  
 PROFESSIONAL ENGINEER  
 LICENSE NO. 10000

**PROJECT**  
 Strawbeater Residential  
 Development Project

**OWNER**  
 Curtis - Plymouth LLC  
 991 Pierce Street  
 Birmingham, AL 35209  
 Contact: Mark Memmik  
 248.790.0900 • Tel.

**OWNER**  
 Curtis - Plymouth LLC  
 991 Pierce Street  
 Birmingham, AL 35209  
 Contact: Mark Memmik  
 248.790.0900 • Tel.

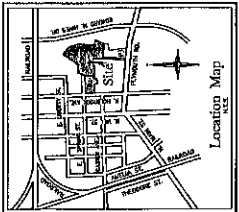
**PROJECT LOCATION**  
 Part of the NE 1/4  
 of Section 26  
 Township 19N  
 Range 10E  
 City of Plymouth,  
 Wayne County, Michigan

**DATE**  
 5/14/2015

811  
 Call before you dig.

**REVISIONS**

NO.	DATE	DESCRIPTION
1	5/14/2015	ISSUED FOR PERMIT
2	5/14/2015	REVISED PER CITY COMMENTS
3	5/14/2015	REVISED PER CITY COMMENTS
4	5/14/2015	REVISED PER CITY COMMENTS
5	5/14/2015	REVISED PER CITY COMMENTS
6	5/14/2015	REVISED PER CITY COMMENTS
7	5/14/2015	REVISED PER CITY COMMENTS
8	5/14/2015	REVISED PER CITY COMMENTS
9	5/14/2015	REVISED PER CITY COMMENTS
10	5/14/2015	REVISED PER CITY COMMENTS
11	5/14/2015	REVISED PER CITY COMMENTS
12	5/14/2015	REVISED PER CITY COMMENTS
13	5/14/2015	REVISED PER CITY COMMENTS
14	5/14/2015	REVISED PER CITY COMMENTS
15	5/14/2015	REVISED PER CITY COMMENTS
16	5/14/2015	REVISED PER CITY COMMENTS
17	5/14/2015	REVISED PER CITY COMMENTS
18	5/14/2015	REVISED PER CITY COMMENTS
19	5/14/2015	REVISED PER CITY COMMENTS
20	5/14/2015	REVISED PER CITY COMMENTS
21	5/14/2015	REVISED PER CITY COMMENTS
22	5/14/2015	REVISED PER CITY COMMENTS



**PARKING CALCULATIONS**

PERMITTED PARKING: 100 SPACES  
 REQUIRED PARKING: 100 SPACES  
 PROVIDED PARKING: 100 SPACES

**PARKING CALCULATIONS**

PERMITTED PARKING: 100 SPACES  
 REQUIRED PARKING: 100 SPACES  
 PROVIDED PARKING: 100 SPACES

**NOTES**

1. ALL DIMENSIONS ARE IN FEET AND INCHES.  
 2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 3. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.  
 4. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.  
 5. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.

**LEGEND**

PROPOSED CONCRETE PAVEMENT  
 PROPOSED ASPHALT PAVEMENT  
 PROPOSED PAVING (CONCRETE/ASPH)

**LEGEND**

EXISTING CONCRETE PAVEMENT  
 EXISTING ASPHALT PAVEMENT  
 EXISTING PAVING (CONCRETE/ASPH)

**LEGEND**

EXISTING CONCRETE PAVEMENT  
 EXISTING ASPHALT PAVEMENT  
 EXISTING PAVING (CONCRETE/ASPH)

**LEGEND**

EXISTING CONCRETE PAVEMENT  
 EXISTING ASPHALT PAVEMENT  
 EXISTING PAVING (CONCRETE/ASPH)

**LEGEND**

EXISTING CONCRETE PAVEMENT  
 EXISTING ASPHALT PAVEMENT  
 EXISTING PAVING (CONCRETE/ASPH)

**LEGEND**

EXISTING CONCRETE PAVEMENT  
 EXISTING ASPHALT PAVEMENT  
 EXISTING PAVING (CONCRETE/ASPH)

**LEGEND**

EXISTING CONCRETE PAVEMENT  
 EXISTING ASPHALT PAVEMENT  
 EXISTING PAVING (CONCRETE/ASPH)

**LEGEND**

EXISTING CONCRETE PAVEMENT  
 EXISTING ASPHALT PAVEMENT  
 EXISTING PAVING (CONCRETE/ASPH)

**LEGEND**

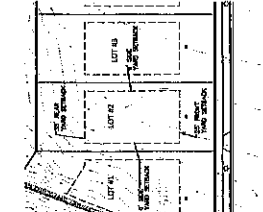
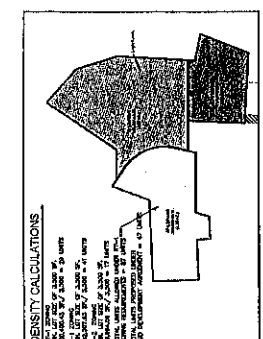
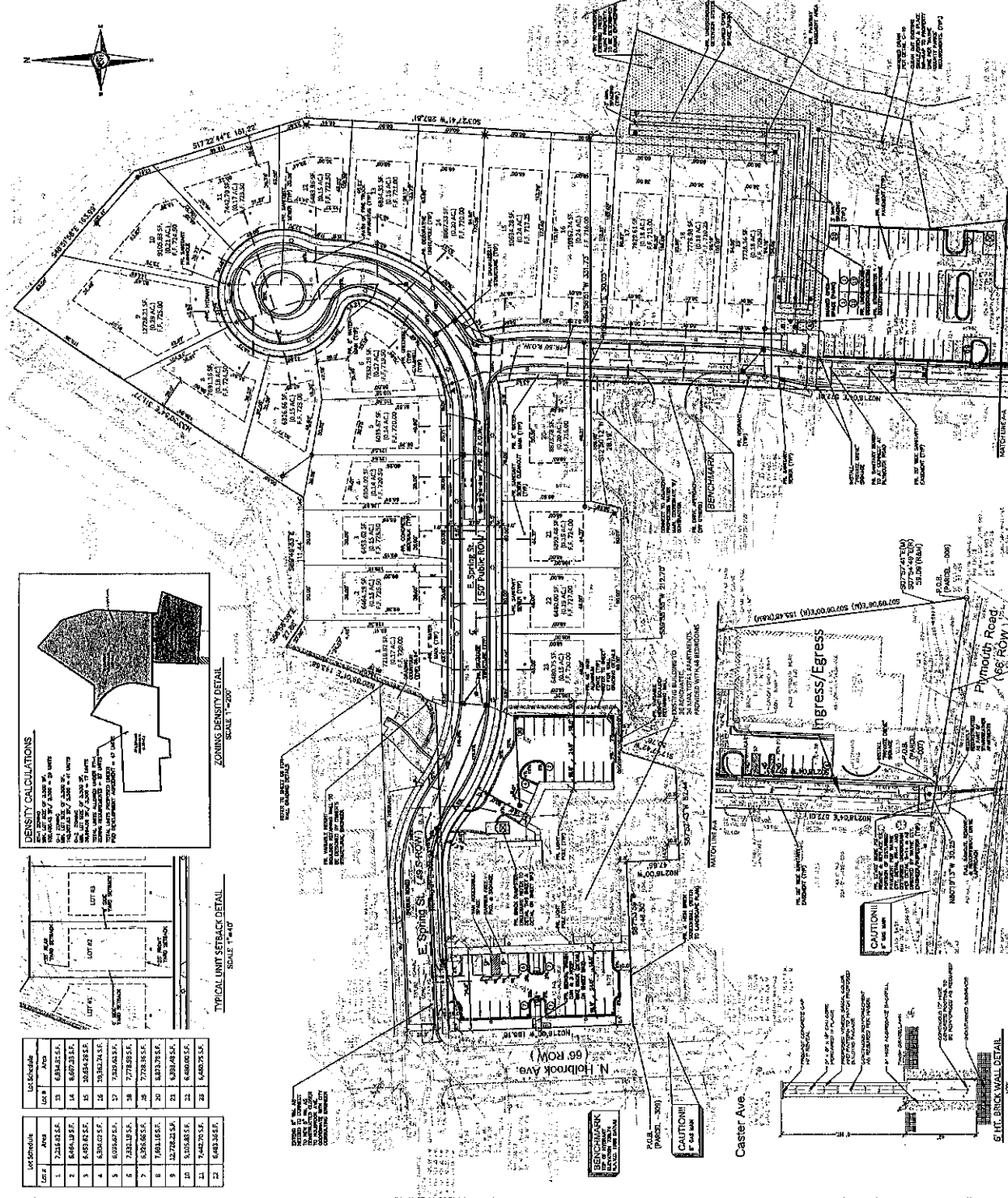
EXISTING CONCRETE PAVEMENT  
 EXISTING ASPHALT PAVEMENT  
 EXISTING PAVING (CONCRETE/ASPH)

**LEGEND**

EXISTING CONCRETE PAVEMENT  
 EXISTING ASPHALT PAVEMENT  
 EXISTING PAVING (CONCRETE/ASPH)

**LEGEND**

EXISTING CONCRETE PAVEMENT  
 EXISTING ASPHALT PAVEMENT  
 EXISTING PAVING (CONCRETE/ASPH)



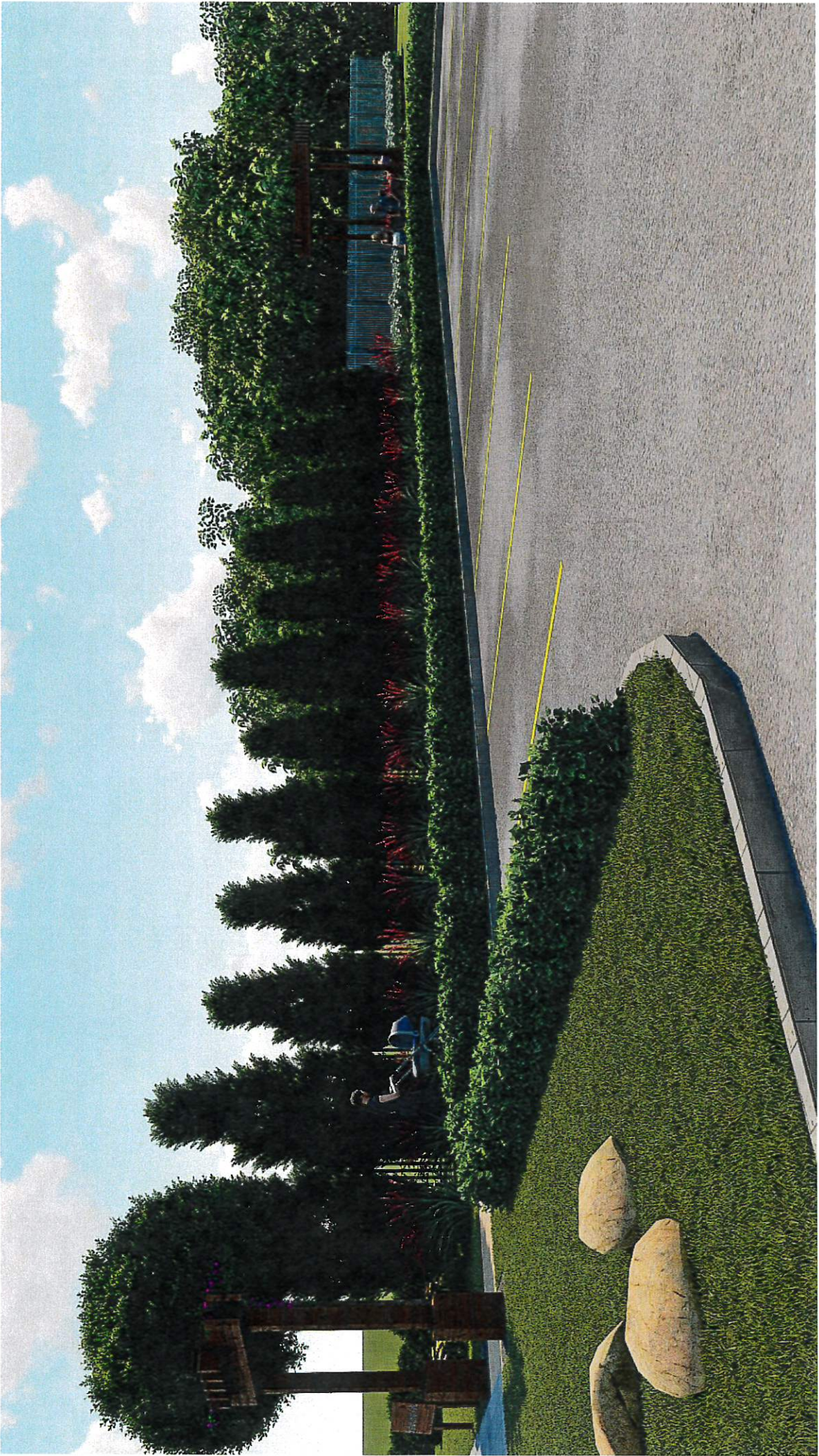
LOT ENCLAVES	AREA	PERCENTAGE
1	2,248.81 S.F.	6.84%
2	6,846.81 S.F.	20.54%
3	8,462.28 S.F.	25.54%
4	26,844.85 S.F.	80.84%
5	38,342.74 S.F.	115.74%
6	6,034.61 S.F.	18.19%
7	2,831.15 S.F.	8.57%
8	3,023.75 S.F.	9.14%
9	5,254.52 S.F.	15.75%
10	12,728.15 S.F.	38.34%
11	6,460.95 S.F.	19.49%
12	7,442.75 S.F.	22.49%
13	6,462.34 S.F.	19.50%







# PROPOSED ADDITIONAL SITE AMENITIES





# PROPOSED ADDITIONAL SITE AMENITIES





**RESOLUTION**

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

WHEREAS The City Commission of the City of Plymouth has held a First Reading of the proposed PUD amendment located at 550 N. Holbrook, and

WHEREAS The City Commission is aware that the City of Plymouth Planning Commission has granted approval of the PUD amendments to Curtis Building-Plymouth, LLC. for the Starkweather School PUD which would require a portion of the property located at 409 Plymouth Rd. to be rezoned from O-2 (Office) to PUD, and

WHEREAS The PUD Plan as approved meets the requirements for rezoning including the provision of a public benefit as satisfied by the preservation and refurbishment of the nearly 90-year-old Starkweather School into up to 24 apartments,

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby accept the proposed amendment, to PUD, to the Zoning Ordinance via the amended Zoning Maps of the City of Plymouth for the parcel located at 550 N. Holbrook by rezoning a small portion of the property located at 409 Plymouth Rd. from O-2 to PUD on the zoning maps of the City of Plymouth.