



Plymouth City Commission

Regular Meeting Agenda

Monday, September 20, 2021 7:00 p.m.
Plymouth City Hall & 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/89460086554> Webinar ID: 894 6008 6554 Passcode – 147912

International numbers available: <https://us02web.zoom.us/j/89460086554>

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 September 7, 2021 City Commission Regular Meeting Minutes
 - b. Approval of August 2021 Bills
 - c. Special Event: Yoga in the Park, October 14, 2021
5. **COMMISSION COMMENTS**
6. **OLD BUSINESS**
7. **NEW BUSINESS**
 - a. GIS Tax Map (Plat Maps)
 - b. Stair Tower Easement – Central Parking Deck
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 35th 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 Tuesday, September 7, 2021 - 7:00 p.m. Plymouth City Hall & Online

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 Suzi Deal, Ed Krol, Kelly O'Donnell, Tony Sebastian and Marques Thomey

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

2. CITIZENS COMMENTS

State Senator Dayna Polehanki updated the group on the state budget, working with DTE Energy to decrease the number of power outages, creating a state fund for rail grade separation, and updating the 100-year-old drain code.

Adam Wagner of 210 N. Mill St. thanked the City for adding bike lanes of Main St. and said he started an advocacy group named Bike Plymouth to increase biking activities.

Martha Walton of 1465 Palmer said she attended the Board of Determination meeting regarding Tonquish Creek improvements and she was concerned that Moroz appeared to be representing the City when he stated he was against the petition.

Carly and Dave Cirilli of 202 N. Mill St. gave an update on the Plymouth Pollinators program.

3. APPROVAL OF THE AGENDA

Thomey offered a motion, seconded by Moroz, to approve the agenda for Tuesday, September 7, 2021.

There was a roll call vote.

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

MOTION PASSED 7-0

4. ENACTMENT OF THE CONSENT AGENDA

- a. Approval of August 16, 2021 City Commission Regular Meeting Minutes

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

There was a roll call vote.

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

MOTION PASSED 7-0

5. COMMISSION COMMENTS

Wolcott announced that it was Krol’s 80th birthday and the group sang “Happy Birthday” to him. He then thanked the staff for configuring the Commission Chambers to accommodate hybrid in-person and online meetings.

Krol said that a side benefit of planting trees in the City is an increase in the number of tree frogs.

Moroz said he attended the Board of Determination meeting of the Wayne County Drain Commission and spoke out against the petition submitted in 2013 by five residents who wanted improvements made to Tonquish Creek because the work would have resulted in a special assessment to the residents. In addition, he felt the petition lacked clarity, and he wants to work with the state on any improvements needed to the creek.

Thomey recognized citizens who take initiative for the betterment of the community, citing Wagner and the Cirillis. He also thanked Polehanki for her update, Moroz for representing the City at the Drain Commission meeting and the Human Resources team for working to fill vacancies.

6. OLD BUSINESS

There was no old business.

7. NEW BUSINESS

a. Emergency Replacement of A/C Unit - DMS

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

RESOLUTION 2021-76

WHEREAS The City of Plymouth maintains a variety of buildings and from time to time the buildings are in need of repairs or upgrades; and

WHEREAS The City Department of Municipal Services building air conditioning is in need of replacement in order to make the system operational again; and

WHEREAS The City Administration authorized the emergency replacement of the unit and notified the City Commission of the emergency purchase.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby confirm the emergency replacement of the air conditioning unit at the Department of Municipal Services in the amount of \$6,200.00.

There was a roll call vote.

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

MOTION PASSED 7-0

b. Authorization to Hire – Police Department

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

RESOLUTION 2021-77

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

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

WHEREAS The City Administration is seeking Prior and Express approval for the hiring of a Police Officer to fill a vacancy in that Department.

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

There was a roll call vote.

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

MOTION PASSED 7-0

8. REPORTS AND CORRESPONDENCE

a. Liaison Reports

Krol reported that the ZBA approved two variances with conditions at its September 2 meeting.

O'Donnell said a Planning Commission meeting will take place on September 8.

Wolcott said the DDA will meet on September 13.

a. Appointments – DDA, Planning Commission

Deal recommended appointments of Shannon Perry to the DDA Board and Eric Stalter to the Planning Commission

A motion to support this was made by Moroz and seconded by Sebastian.

There was a roll call vote.

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

MOTION PASSED 7-0

9. ADJOURNMENT

Hearing no further discussion, Wolcott asked for a motion to adjourn at 7:37 p.m. A motion to adjourn was offered by Krol and seconded by Sebastian.

There was a roll call vote.

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

MOTION PASSED 7-0

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 Functional HIIT Fitness LLC (F45 Training North Livonia)

Ph# 2489160000 Fax# _____ Email _____ Website _____

Address 9716 Haggerty Rd City Livonia State MI Zip 48168

Sponsoring Organization's Agent's Name Stefanie Adelchi/Jaymie Ziegler Title Management F45 Tra

Ph# 2489160000 Fax# _____ Email sadelchi@f45training Cell# _____

Address _____ City _____ State _____ Zip _____

Event Name Yoga in the Park

Event Purpose Provide Movement to our community

Event Date(s) October 14th 2021

Event Times 530pm - 9pm

Event Location Kellogg Park

What Kind Of Activities? Yoga and health vendors

What is the Highest Number of People You Expect in Attendance at Any One Time? 100

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.)

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

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

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

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

Next year's specific dates: _____

See section 12.13 for license & insurance requirements for vendors

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

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

Electricity

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

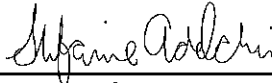
If Yes, list the lots or locations where/why this is requested:

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.

09/02/2021

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 Functional HIIT Fitness LLC (*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 Yoga in the Park (*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 *Margie Adleri*

Date 09/022021/

Witness _____

Date _____

Yoga in the Park (F4S Training)

EVENT REVIEW FORM

MUNICIPAL SERVICES:	<u>Approved</u>	Denied	(list reason for denial)	Initial	CP
No SERVICES NEEDED					
\$250 Bathroom Cleaning Fee Per Day of Event? YES NO					
Labor Costs:	\$	Equipment Costs:	\$	Materials Costs	\$
POLICE:	<u>Approved</u>	Denied	(list reason for denial)	Initial	JCC
No SERVICES NEEDED					
Labor Costs	\$	Equipment Costs	\$	Materials Costs	\$
FIRE:	<u>Approved</u>	Denied	(list reason for denial)	Initial	JD
No Services Required					
Labor Costs	\$	Equipment Costs	\$	Materials Costs	\$
HVA:	<u>Approved</u>	Denied	(list reason for denial)	Initial	
DDA:	<u>Approved</u>	Denied	(list reason for denial)	Initial	SBP
Labor Costs	\$	Equipment Costs	\$	Materials Costs	\$
RISK MANAGEMENT:	<u>Approved</u>	Denied	(list reason for denial)	Initial	MB
Class I – Low Hazard					
Class II – Moderate Hazard					
Class III – High Hazard					
Class IV – Severe Hazard					

Need Certificate of Insurance Naming City of Plymouth as ADDITIONAL INSURED + In Description Box

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).

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 - Tax Map Authorization 09-20-21.docx
Date: September 14, 2021
RE: GIS Tax Map (Plat Maps)

Background

The City of Plymouth is required to maintain property tax maps, also known as plat maps or parcel maps. This requirement is found under the General Property Tax Act 206 of 1893. Wayne County used to provide these maps to the municipalities in the County until about 2012 – 2013. Since the County no longer provides this service, the responsibility falls back to the local unit of government. Also, because the Tax Act under which this responsibility falls was put into place “pre-Headlee,” means the State does not have any responsibility to fund this project, only require that it be completed.

We have not fully updated our tax maps in several years and we have had several changes, such as lot splits, new developments, combination of lots and so on. We also want to move to an electronic record system that will allow both the staff and the public to obtain this information in an on-line format. Internally, we do not have the resources to commit to this project and we have sought a proposal from Ritter GIS of Northville to help us with this effort.

We have attached a memorandum from IT Director Tom Alexandris which will provide additional background information on this project. Due to the nature of the project, it will be funded by a variety of funds.

Recommendation

The City Administration recommends that the City Commission authorize a contract with Ritter GIS for the development of the updated Tax Maps in a GIS Format in the amount of \$20,710.00. Funding for this project will be spread across multiple funds.

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



CITY OF PLYMOUTH

www.plymouthmi.gov

201 S. Main
Plymouth, Michigan 48170-1637

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

TO: Paul Sincock
City Manager

September 13, 2021

FROM: Tom Alexandris, ~~A~~
Director of IT/HR

SUBJECT: Professional Services GIS Tax Map Development

The City of Plymouth along with all communities in the State of Michigan are required to maintain tax maps for use in assessments and public use. According to The General Property Tax Act 206 of 1893, section 211.10e specifically states this requirement. While the act governing this requirement is over 125 years old, the City is required to comply.

In the past, Wayne County provided these maps for all communities including the City of Plymouth. The county stopped producing these maps in roughly 2012-2013. We have been able to get records of changes but never had the means to create these new maps.

Recently, we engaged Ritter GIS of Northville to assist us in updating our GIS parcel data. That data has been delivered and City staff now are able to maintain and update the parcel data moving forward. This work is going to be used for creating address maps, zoning maps, and utility maps, among others. We anticipate making this data available online soon.

As City does not have the resources to generate this tax maps, we are requesting that the City engage Ritter GIS once more to assist with these tax maps (proposal and sample attached). They are familiar with our data and community. They have completed similar projects for many other communities. Once they create the electronic tax map, the City would then take over to maintain the data moving forward. We would be able to generate tax maps as needed as well as make it available online.

Funding for this program will be drawn from multiple funds/departments including: General, Major Streets, Local Streets, Building, Water, Equipment and DDA funds.

The attached resolution if approved authorizes the City to contract with Ritter GIS for professional services for GIS tax map development.

THE CITY OF HOMES

twitter.com/PlymouthMIgov

facebook.com/CityofPlymouthMI

Mr. Alexandris, Athanasios
Director of Information Technology/Human Resources
City of Plymouth
201 S. Main
Plymouth, MI 48170

September 8, 2021

PROPOSAL: Professional Services for GIS Tax Map Development

Thank you for allowing us the opportunity to present this proposal to develop Assessing Tax Plat Maps for the City of Plymouth, Geographic Information Systems (GIS). Our team specializes in parcel development and tax map digitization, with resources that have completed full-scale land mapping initiatives for numerous Michigan communities.

What We're Proposing

Professional services to create current tax map pages utilizing existing GIS parcel data, original plat/tax map records, and parcel legal descriptions.

References

We have completed parcel update & tax map initiatives for the following communities as reference:

City of Allen Park
City of Westland
City of Monroe

Northville Township
City of Romulus
Plymouth Township

City of Inkster
City of Northville
Van Buren Township

Please contact us with any questions you may have, or if you require additional information.

Sincerely,



Doug M Ritter, GISP
Executive Officer
Doug@RitterGIS.com
248.914.6035

Cityworks[®]
Gold Level Partner Network

 **esri** Partner Network
Silver

 ArcGIS Online
Specialty

Scope of Work

Ritter GIS recently completed a GIS parcel update project for the city verifying that all active parcels from the BS&A Assessing database are reflected in the parcel base map. Included in this initiative, our team completed a pilot project to create the city tax map page 1 that was delivered as proof of concept.

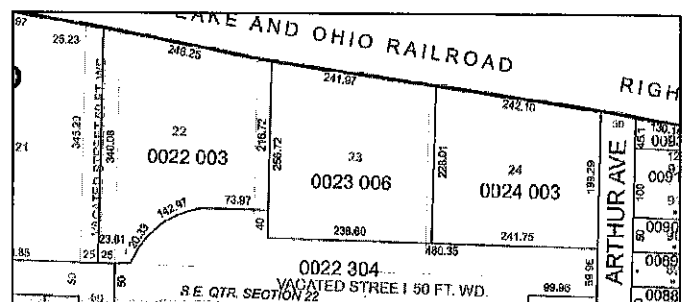
Included in this proposal, Ritter GIS shall develop the remaining tax map pages (2-12, cover & index) to provide the city with a completely digital tax map plat book. Each map will be constructed leveraging the existing GIS database, and historical plat/legal description information. Each map page will be setup as an individual map document, and include the following GIS feature/Annotation layers:

- Lot Dimensions, Lot Numbers, Condominium Streets, Street Names, Platted Boundary (original lots), Pages and Section Boundaries, Subdivisions, Acreage, PIN's, ROW, Subdivision names, waterways, and any additional miscellaneous callouts.

Key Benefits

- Accurate boundary lines for all projects displaying parcel information.
- Foundation for creating easement, right-of-way, and subdivision boundaries.
- Increased accuracies and development for additional layers including utility locations, land features, zoning, land value, and economic condition factor analysis.
- Thorough quality control for the GIS parcel layer and assessing database.
- Ability to display information that may not be on current tax maps:
 - Condominium unit numbers & street names, ingress/egress easements, facilities, city/township property, acreage dimensions, and accurate water features.
- Custom design and layout.
- Fast turnaround time for map production.
- Digital maps/data exported can be viewed internally and published.
- Electronic data back-up and maintenance.
- Essential for State of Michigan Tax Commission 14-Point Review standards.

City of Plymouth, Tax Map Page 1 Example:



AUTHORIZATION



Budget and Timeframe

The proposed scope of work shall be complete within 90 days from contract execution date.

Total Project Cost: \$20,710.

The effective date of this Agreement is _____, 2021.

IN WITNESS WHEREOF, the parties hereto have executed this contract to be effective on the date first written above.

CITY OF PLYMOUTH, MI

WITNESS

NAME: _____

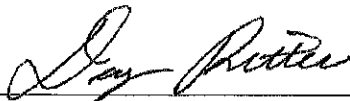
NAME: _____

DATE: _____

DATE: _____

RITTER GIS INC., WAYNE COUNTY, MI

WITNESS

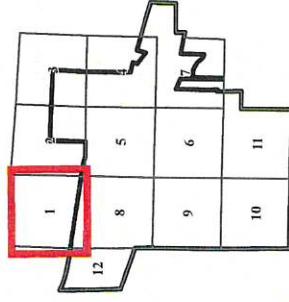


NAME: DOUG RITTER, CEO

NAME: _____

DATE: September 7th, 2021

DATE: _____

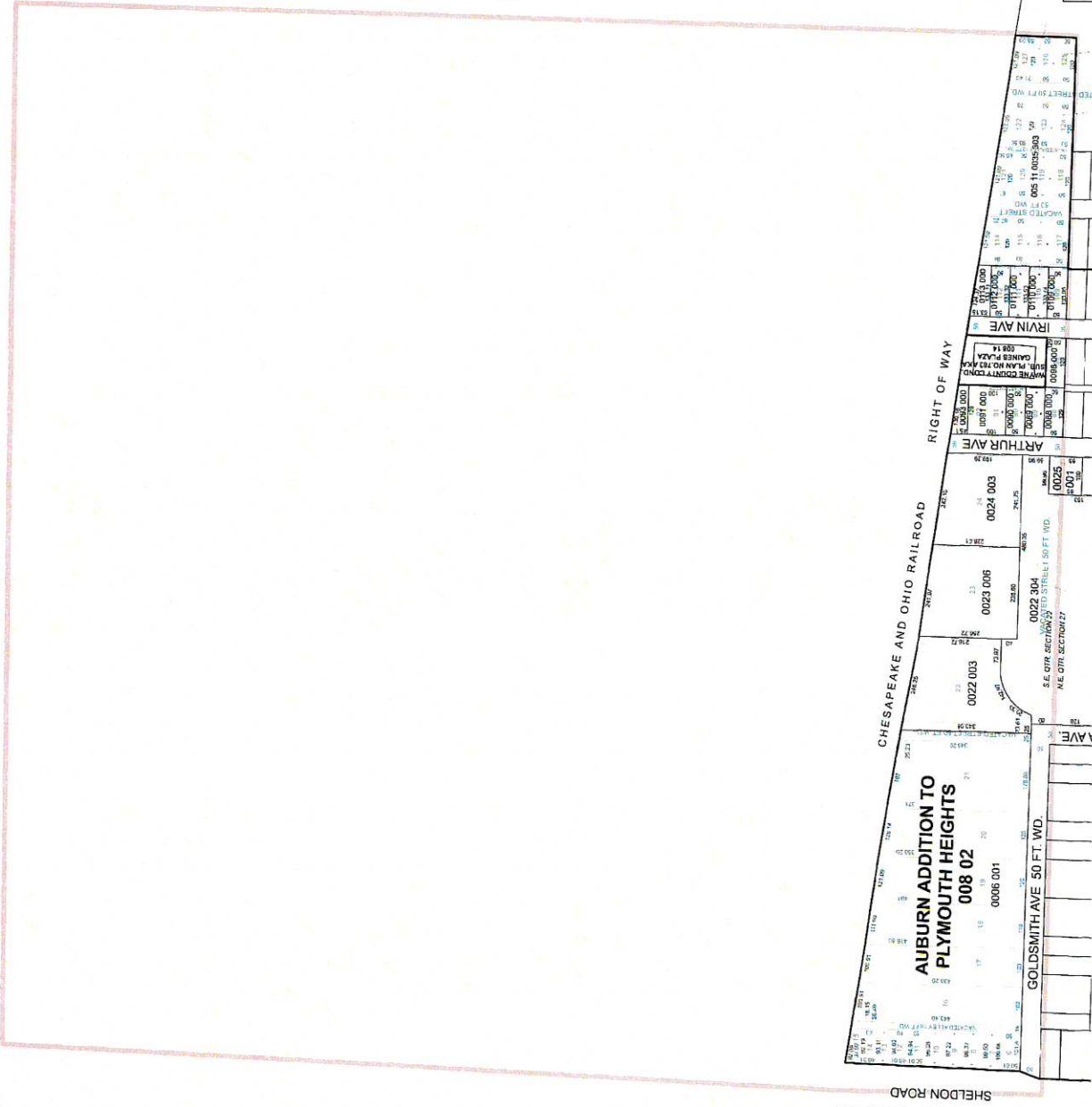


LAST UPDATE: AUGUST 16, 2021
FOR PARCEL INFORMATION AND LEGAL DESCRIPTIONS
PLEASE VISIT OUR WEBSITE

S.E. 1/4 SECTION 22
CITY OF PLYMOUTH
T. 1 S. R. 8 E.
WAYNE COUNTY, MICHIGAN

SCALE 1 INCH = 200 FEET

ALL RIGHTS RESERVED. NO PART OF THIS MAP MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT PERMISSION IN WRITING. FROM THE COPYRIGHT OWNER. THESE SERVICES ARE PROVIDED TO THE FULL EXTENT ALLOWABLE BY LAW. UNDER THE FEDERAL COPYRIGHT ACT, 17 U.S.C. § 107.



GEOSPATIAL DATA SERVICES, A CITY OF PLYMOUTH SERVICE, HAS THE HONOR OF BEING THE CITY'S OFFICIAL MAPPING AND GIS PROVIDER. ALL RIGHTS RESERVED. NO PART OF THIS MAP MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT PERMISSION IN WRITING. FROM THE COPYRIGHT OWNER. THESE SERVICES ARE PROVIDED TO THE FULL EXTENT ALLOWABLE BY LAW. UNDER THE FEDERAL COPYRIGHT ACT, 17 U.S.C. § 107.

**PLYMOUTH CITY COMMISSION
RESOLUTION OF ADOPTION**

Professional Services GIS Tax Map Development

WHEREAS, the City of Plymouth is required under The General Property Tax Act 206 of 1893, section 211.10e to maintain tax maps, and

WHEREAS, in the past, Wayne County provided tax maps for communities including the City of Plymouth but due to funding and staffing issues, Wayne County longer produces said tax maps, and

WHEREAS, the City recently undertook the effort to update its parcel data for the GIS programs by engaging Ritter GIS to assist in that effort, and

NOW THEREFORE BE IT RESOLVED, that the City of Plymouth contracts with Ritter GIS for Professional Services for GIS Tax Map Development in the amount \$20,710. The funds will be drawn from multiple accounts across multiple funds including the General Fund, Building Fund, Water Fund, Street Funds, Cemetery Fund and Waste/Recycling Fund.

AYES: _____

NAYS: _____



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 - Stair Tower Easement for canopy - Central Parking Deck between St. Joes and City 09-20-21.docx*
Date: August 11, 2021
RE: Stair Tower Easement – Central Parking Deck

Background

The City Commission may be aware that the St. Joe Health Building is currently making repairs to the stair tower that serves both the Central Parking Deck and their building and is owned by St. Joseph Mercy Health System. While the owner of the stair tower is St. Joes, the repairs are jointly funded by St. Joe's and the City/DDA through an original legal agreement that was executed when both facilities were built. That agreement provided the joint access to the stair tower and elevator for the parking deck and the medical facility.

Some of the damage, wear and tear on the stair tower is caused by water, rain, and snow. In order to lessen the impact of weather on the stair tower & future repair costs, St. Joe's has arranged to install a canopy on the parking deck in the corner by the entrance to the stair tower and building. In order to complete the installation, the St. Joseph Mercy Health System, needs an easement from the City, which is the owner of the Parking Deck.

Recommendation

The City Administration recommends that the City Commission authorize the easement between the City of Plymouth and St. Joseph Mercy Health System for the installation of a weather canopy on the Central Parking Deck. We have attached proposed Resolution for the City Commission to consider regarding this matter.

If you have any questions in advance of the meeting, please feel free to contact myself or Chris Porman.

**PERMANENT EASEMENT
FOR PARKING STRUCTURE AWNING**

LOT & SUBN.: Lots 151, 163, 166 to 169, 172 to 176,
also Lots 152 to 162 incl., also Lot 164, "Assessor's
Plymouth Plat No.7"
SIDWELL NO.: 49-009-05-0151-302
Commonly known as: 333 S Harvey

THIS INDENTURE made the _____ day of _____ A.D. 20____ between
City of Plymouth, 201 South Main Street, Plymouth, MI 48170-1688 a Municipal Corporation, of the County of Wayne,
State of Michigan, party of the first part, and the St. Joseph Mercy Health System, a Michigan corporation, 4333 McAuley,
Suite 1117, Ypsilanti, Michigan 48197, party of the second part.

WITNESSETH: That the said parties of the first part, for and in consideration of the sum of One Dollar and other
valuable consideration to them in hand paid by the said party of the second part, the receipt whereof is hereby confessed
and acknowledged, do, by these presents, grant unto the said party of the second part, its successors, and assigns, an
easement for the purpose of access to install and maintain an awning on second level of parking structure in, unto, and
upon that certain piece of land situated in the City of Plymouth, County of Wayne, and State of Michigan, to-wit: Said
easement area being 8 feet long by 7 feet wide, and described as being a portion of the Southwest corner of the parking
deck.

(SEE ATTACHED EXHIBIT "A" FOR PROPERTY DESCRIPTION AND EASEMENT AREA SKETCH)

PROVIDED: That the granting of the above easement does not vest in the party of the second part authority to
use any portion of the said property for purposes other than herein designated: Provided, also, that this easement shall
continue for such period of time as the said party of the second part, their successors, and assigns, shall maintain said
awning.

IN WITNESS WHEREOF, the said parties of the first part have hereunto set their hands and seals the day and
year first above written.

OWNER: City of Plymouth, a Municipal
corporation

By: _____

Its: _____

STATE OF MICHIGAN)
) SS
COUNTY OF WAYNE)

Acknowledged before me in _____ County, _____, on
_____ by _____ of
City of Plymouth, a Municipal corporation, for the corporation.

INSTRUMENT DRAFTED BY:

Robert D.C. Taylor
Wade Trim
25251 Northline Rd.
Taylor, MI 48180

Notary Public, _____ County, Michigan

My commission expires _____

WHEN RECORDED RETURN TO:

City of Plymouth
201 South Main Street
Plymouth, MI 48170-1688
Attention: Ms. Maureen Brodie, Clerk

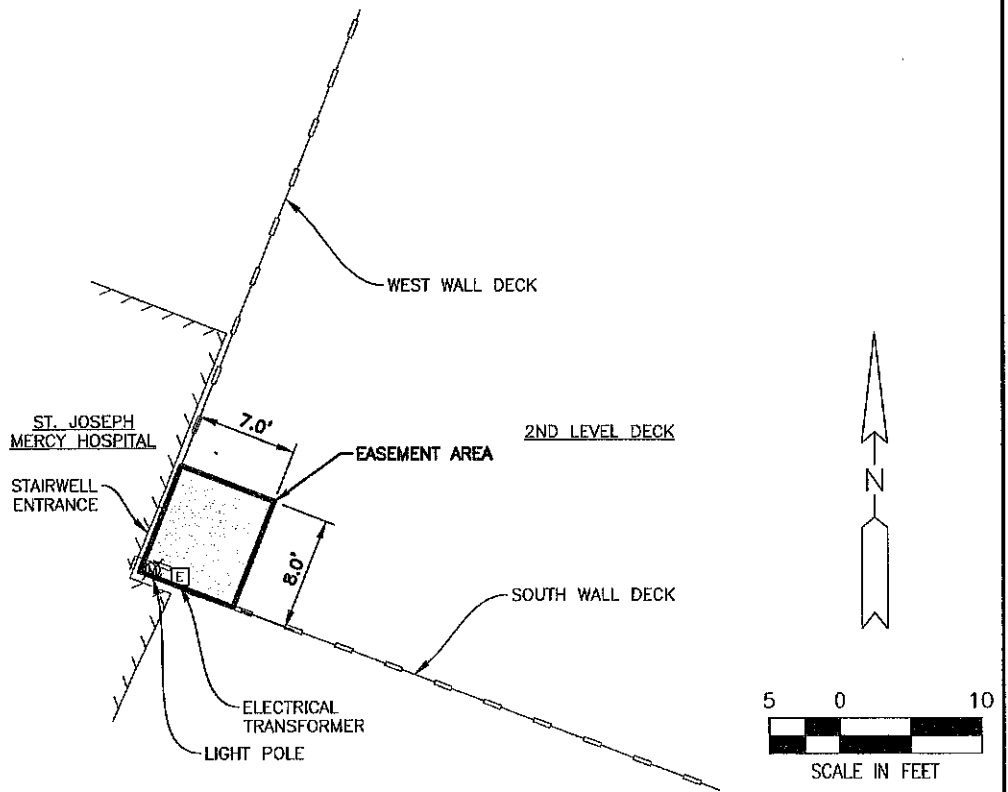
This instrument is exempt from the Michigan transfer tax pursuant to Section 5(a), being MCLA 207.505 and Section
6(a), being MCLA 207.526.

EXHIBIT "A"

TAX PARCEL DESCRIPTION: 49-009-05-0151-302

27V151B--176B PT OF LOTS 151, 163, 166 TO 169, 172 TO 176, ALSO LOTS 152 TO 162 INCL ALSO LOT 164 ASSESSORS PLYMOUTH PLAT NO. 7 T1S R8E L64 P70 WCR DESC AS BEG AT SE COR OF LOT 151 TH N 67D 37M 10S W 9 FT TH N 21D 33M 43S E 16.86 FT TH N 70D 34M 59S W 40.58 FT TH N 70D 51M 24S W 251.04 FT TH N 26D 03M 16S E 43.08 FT TH S 64D 59M 43S E 5.38 FT TH N 25D 00M 17S E 209.39 FT TH N 19D 59M 43S W 28.29 FT TH N 65D 15M 13S W 98 FT TH N 25D 00M 17S E 6.90 FT TH S 65D 15M 13S E 116.91 FT TH N 26D 03M 16S E 2.99 FT TH S 65D 39M 08S E 6.25 FT TH S 51D 22M 04S E 284.69 FT TH S 21D 33M 34S W 203 FT TO POB 1.54 AC EXC THAT PT DESC AS BEG N 25D 00D 17S E 169.74 FT S 64D 59M 43S E 104.74 FT AND N 25D 00M 17S E 16.88 FT AND N 70D 00M 17S E 10.89 FT FROM SW COR OF LOT 171 TH N 70D 00M 17S E 1.71 FT TH S 19D 59M 43S E 4.82 FT TH N 21D 30M 47S E 19 FT TH S 68D 29M 13S E 10 FT TH S 21D 30M 47S W 19 FT TH S 68D 29M 13S E 3.38 FT TH S 25D 00M 17S W 9.66 FT TH S 70D 00M 17S W 21.69 FT TH N 64D 59M 43S W 3.12 FT TH N 26D 03M 16S E 26.39 FT TO POB 0.01AC

(SOURCE: CURRENT CITY OF PLYMOUTH TAX ROLLS)



EASEMENT AREA SKETCH

FOR:
 SAINT JOSEPH
 MERCY HOSPITAL
 333 S. HARVEY
 PLYMOUTH, MI
 EASEMENT AREA

WADE TRIM
 25261 Northline Rd.
 Taylor, MI 48180
 734.947.9700
 www.wadetrim.com

SEC. 27 , T.1S. , R.8E.	
BOOK #: -	PAGE #: -
DR BY: RDCT	COMP BY: -
CK BY: -	SRVY BY: -
JOB #: PLY2124-01T	
DATE: 8/17/21	SHEET: 1 OF 1

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RESOLUTION

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

WHEREAS The City of Plymouth is participating with St. Joseph Mercy Health System for the repairs To the stair tower which serves the Central Parking Deck and what is commonly known As the Arbor Health Building at 990 W. Ann Arbor Trail, and

WHEREAS This joint participation in the repairs to the stair tower is in accordance with a previous Agreement between the City and the Health System, and

WHEREAS In order to lessen the impact of weather on the stair tower there is a need to place a Canopy at the entrance of the stair tower on the City owned Central Parking Deck and In order to proceed with the project, the City will need to grant an easement to allow St. Joseph Mercy Health Systems to install the canopy.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize an easement between the City of Plymouth and St. Joseph Mercy Health System to be located on the Central Parking Deck to accommodate a canopy. Further, the Mayor is hereby authorized to sign said easement on behalf of the City of Plymouth.