



Plymouth City Commission

Regular Meeting Agenda

Monday, December 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/85220310599>

Webinar ID: 852 2031 0599 Passcode – 219428 International numbers available: <https://us02web.zoom.us/j/85220310599>

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. 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. Legislation has made it possible for public boards to meet electronically. Wayne County Public Health has declared a state of emergency that allows the City of Plymouth to 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 December 6, 2021 City Commission Regular Meeting Minutes
- b. Approval of November 2021 Bills

5. COMMISSION COMMENTS

6. AUDIT PRESENTATION – PSLZ

7. OLD BUSINESS

8. NEW BUSINESS

- a. Final Payment to Audia Construction
- b. Emergency Replacement of Water Meter Reader
- c. Pedestrian Improvements- RRFB Crossing Light Authorization

9. REPORTS AND CORRESPONDENCE

- a. PA 202 Pension and OPEB Report
- b. Liaison Reports
- c. Appointments

10. 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 Monday, December 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

1. CALL TO ORDER

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

Present: Mayor Nick Moroz, Mayor Pro Tem Tony Sebastian (arrived 7:13), Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Kelly O'Donnell

Excused: Commissioner Suzi Deal

Also present: City Manager Paul Sincock, Attorney Robert Marzano, Public Safety Director Al Cox, and various members of the City administration

2. CITIZEN COMMENTS

Ellen Elliott – 404 Irvin, commented on the quality of recent DMS projects.

Marques Thomey – 802 Coolidge, said he was excited to see the strategic plan that was presented. He also mentioned that the City's recent purchase of a swap loader was a good reminder of the City's continued improvement and smart decision making.

3. APPROVAL OF THE AGENDA

Maguire offered a motion, seconded by O'Donnell, to approve the agenda for Monday, December 6, 2021.

There was a roll call vote.

Yes: Filipczak, Kehoe, Maguire, O'Donnell, Moroz

MOTION PASSED 5-0

4. ENACTMENT OF THE CONSENT AGENDA

- a. Approval of November 13, 2021 City Commission Study Session-Strategic Planning Meeting Minutes
- b. Approval of November 15, 2021 City Commission Regular Meeting Minutes
- c. Special Event: Wreaths Across America, Tuesday December 18, 2021

Filipczak offered a motion, seconded by Maguire, to approve the consent agenda.

There was a roll call vote.

Yes: Deal, Filipczak, Kehoe, Maguire, O'Donnell, Sebastian, Moroz

MOTION PASSED 5-0

5. COMMISSION COMMENTS

Kehoe commended Municipal Services for their work. She also spoke about Covid and noted that it is recommended that visitors wear masks in City facilities.

Maguire offered sympathy to the victims, and all affected by the tragedy in Oxford last Tuesday. She also spoke about gun legislation in Lansing and gun safety.

Moroz expressed condolences to the family of former Plymouth Police Chief Wayne Carroll, who passed away this week. He complimented the staff for Christmas in Plymouth and the Santa Parade events and thanked leadership for providing the public safety award program. He also commented on the Oxford High School shootings and encouraged gun safety.

6. OLD BUSINESS

There was no old business.

7. NEW BUSINESS

a. Final Payment – Pro-Line 2019/2020 - Dewey

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2021-97

WHEREAS The City completed 2019 - 2020 Infrastructure Project; and

WHEREAS The project has been completed by Pro-Line Asphalt Paving and they are requesting final payment on the project; and

WHEREAS The City Engineer has reviewed the project and it meets all design specifications.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize final payment to Pro-Line Asphalt Paving Corporation

There was a roll call vote.

Yes: Filipczak, Kehoe, Maguire, O'Donnell, Sebastian, Moroz

MOTION PASSED 6-0

b. Wilson Foundation Grant Application – Resolution of Support

The following resolution was offered by Kehoe and seconded by O'Donnell.

RESOLUTION 2021-98

COMMUNITY FOUNDATION FOR SOUTHEAST MICHIGAN
RALPH C WILSON JR LEGACY FUNDS: DESIGN AND ACCESS GRANT APPLICATION - CITY OF PLYMOUTH
TONQUISH CREEK TRAIL FEASIBILITY STUDY AND PRELIMINARY DESIGN

WHEREAS The City of Plymouth supports the submission of an application titled, "Tonquish Creek Trail Feasibility Study and Preliminary Design" to the Community Foundation for Southeast Michigan, Ralph C Wilson Jr. Legacy Funds: Design and Access Initiative. The application is to assist in determining the feasibility and preliminary design of a connected, accessible, sustainably-designed trail between Harvey Street and Evergreen Avenue. If awarded, the study will include stakeholder and adjacent property owner outreach, and will also seek to incorporate opportunities for shoreline stabilization, environmental education, as well as stormwater and invasive species management. The resulting study will include a funding strategy for implementation; and

WHEREAS The City of Plymouth has made a financial commitment to the project in the amount of \$5,000 matching funds, in cash; and

WHEREAS If awarded the grant, the City of Plymouth commits to beginning the study in 2022 and completing it within a 12-month period; and

NOW THEREFORE, BE IT RESOLVED that the City of Plymouth hereby authorizes submission of a Ralph C Wilson Jr Legacy Fund: Design and Access Grant Application for \$50,000 and further resolves, if awarded the grant, to make available its financial obligation amount of \$5,000, for a total study cost of \$55,000 during 2022-2023.

There was a roll call vote.

Yes: Filipczak, Kehoe, Maguire, O'Donnell, Sebastian, Moroz

MOTION PASSED 6-0

c. Strategic Plan 2022-2026

CITIZEN COMMENTS

Karen Sisolak, chair of the Planning Commission, said she thinks all commissions and boards should be involved in the strategic planning process. She said she would email her suggestions for the strategic plan to the City Commission.

Marques Thomey said there should be a conversation on how to include all boards and commissions in the process to encourage buy-in. He suggested a dashboard of the City's metrics and performance indicators. He also said having staff involved in developing the plan was important and he thinks the SWOT analysis and the strategic plan shows City is moving in the right direction.

Kerri Pollard, chair of the Downtown Development Authority, agreed that other boards and commissions should be included in the process.

Ellen Elliot, 404 Irvin, said she thinks it would be premature to adopt the plan at this point and would like to see communication broadened.

A motion was offered by O'Donnell and seconded by Sebastian for discussion of the five-year Strategic Plan that was developed through collaboration of elected officials and City staff at their November 13, 2021 study session.

There was discussion among commissioners and several suggestions for revisions to the plan.

A motion was offered by Filipczak and seconded by Sebastian to table this item until a future date. Mayor Moroz directed commissioners to send their suggested revisions to City Administration in order to provide a working document for commissioners and staff to re-evaluate so a final Plan can be adopted at a future commission meeting.

There was a roll call vote.

Yes: Filipczak, Kehoe, Maguire, O'Donnell, Sebastian, Moroz

MOTION PASSED 6-0

d. Fire Truck Purchase

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2021-99

- WHEREAS The City of Plymouth and the City of Northville offer fire services to their residents through an Inter-Local Agreement between the two communities; and
- WHEREAS As a part of the agreement the two cities are responsible for the purchase and replacement of Fire Apparatus (trucks) for their own City; and
- WHEREAS The City of Plymouth has a 2016 Fire Truck; and
- WHEREAS The City of Plymouth received a proposal from Rosenbauer pumper to meet the needs of the Department to include a 1,500 GPM pump, on board foam capacity, and a 1,000-gallon booster tank.

NOW THEREFORE BE IT RESOLVED THAT the Plymouth City Commission authorize the purchase of 2022 Rosenbauer Fire Truck from Emergency Vehicles Plus of Milan, Michigan. Further, financing of the vehicle is authorized with Community Leasing Partners. The total cost of the vehicle, including the 10% pre-pay discount is \$645,156.00. Still further, the City shall use the proceeds of the future sale of the existing truck in the total finance package.

There was a roll call vote.

Yes: Filipczak, Kehoe, Maguire, O'Donnell, Sebastian, Moroz

MOTION PASSED 6-0

8. REPORTS AND CORRESPONDENCE

a. Liaison Reports

O'Donnell noted that the Planning Commission is meeting this Wednesday [12/8/2021] at 7:00 p.m.

Moroz recognized employee anniversaries for December:

Don Schnettler – Electrical Inspector – December 9 – 24 Years

Trish Bridges - A/P-Finance Clerk - December 19 – 20 Years

Michelle VanDenBeurgeury - Recreation Clerk - December 11 – 14 Years

Brandon Haarala – Operations Technician – December 10 – 8 Years

Moroz also read his current City Commission Special Assignments for various liaison positions:

Boards & Commissions Appointments Committee

Tony Sebastian, Linda Filipczak, Kelly O'Donnell

Cemetery Board

Linda Filipczak, Liaison

Chamber of Commerce

Nick Moroz, Liaison, Tony Sebastian, Alternate

City Manager Performance Review

Nick Moroz, Suzi Deal, Tony Sebastian

Conference of Western Wayne (CWW)

Nick Moroz, Liaison, Tony Sebastian, Alternate

Council on Aging & Senior Services

Alanna Maguire, Liaison

Downtown Development Authority

Nicholas Moroz, CEO, Linda Filipczak, Alternate

Downtown Property Owners
Paul Sincock, Liaison

Economic Development Corporation (EDC)/ Brownfield Redevelopment Authority (BRA)
Nick Moroz, Commission Liaison, John Scanlon, City Liaison, Paul Sincock, Secretary

Historic District Commission
Suzi Deal, Liaison, Linda Filipczak, Alternate

Liquor License Review Committee (LLRC)
Tony Sebastian, Suzi Deal, Alanna Maguire

Northville-Plymouth Fire Advisory Board (NPFAB)
Tony Sebastian, Liaison, Nick Moroz, Alternate

Old Village Association
Jennifer Kehoe, Liaison, Alanna Maguire, Alternate

PARC
Kelly O'Donnell, Liaison, Open, Alternate

Planning Commission
Kelly O'Donnell, Liaison, Jennifer Kehoe, Alternate

Plymouth-Canton Community Schools (PCCS)
Nick Moroz, Liaison, Linda Filipczak, Alternate

Plymouth District Library
Alanna Maguire, Liaison

Plymouth Housing Commission
Suzi Deal, Liaison

35th District Court
Nick Moroz, Liaison, John Scanlon, Alternate

Zoning Board of Appeals (ZBA)
Jennifer Kehoe, Liaison, Linda Filipczak, Alternate

9. ADJOURNMENT

Hearing no further discussion, Moroz asked for a motion to adjourn at 8:38 p.m. A motion to adjourn was offered by O'Donnell and seconded by Sebastian.

There was a roll call vote.

Yes: Filipczak, Kehoe, Maguire, O'Donnell, Sebastian, Moroz

MOTION PASSED 6-0

NICK MOROZ
MAYOR

MAUREEN A. BRODIE, CMC, MIPMC
CITY CLERK

ADMINISTRATIVE INFORMATION

To: Mayor & City Commission
CC: *S:\Manager\Sincock Files\Memorandum - Audit Presentation 20 - 21 12-20-21.doc*
From: Paul J. Sincock -City Manager
Date: 12/17/2021
Re: Audit Presentation

The challenges of working on the audit during the Covid pandemic, present a number of issues. However, the City Staff has worked well with our auditor; Rana Emmons and her team from PSLZ. The City Finance team and the Auditor have worked to resolve questions posed by the Auditing staff, as well as providing a significant number of documents via email and Phone/Zoom conferences. However, the printed Audit is not available at the time our Agenda was completed.

As a result of the printed Audit not being available to the City Commission at the time of Agenda Publication, we have asked the City's Independent Auditor to make a brief presentation to the City Commission at the meeting on Monday. This presentation will allow the City Commission to hear a report from the Auditor related to the audit and her opinion on the City's financial statements. The Auditor is required to file the audit with the State by December 31st and that will be complete.

Due to the printing delay, the Auditor will come back at the second meeting in January to meet with the City Commission and offer more detail and answer questions. The audit is a detailed document and this additional period between having the audit in your hands and meeting with the Auditor will give the City Commission time to review the document and develop any questions that they may have related to the financial statements presented. Normally, the audit is sent out with the agenda packet and presented in full on the Monday. The delay in printing will allow the City Commission the opportunity to hear directly from the Auditor on two occasions and will allow time for review of the document.

December 17, 2021

As you are aware; the Auditor is contracted by the City Commission to review the work of the City Administration and to report back directly to the Commission. The Auditor is the City Commission's contractor, and her reports are independent of the City Administration. The purpose of the audit is for the auditor to express an opinion about whether the financial statements prepared by management are fairly presented.

No action is required on this matter as this is a report to the City Commission and it is received and filed with various agencies during late December to show the fiscal health of the City.



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 - Final Payment Sidewalk Program 2021 - Audia Construction 12-20-21.docx*
Date: December 15, 2021
RE: Final Payment to Audia Construction 2021 Sidewalk Program

Background

The City Commission policy requires that the City Administration come and seek final payment approval for major infrastructure projects. The Commission is aware that Audia Construction was the contractor on the 2021 Sidewalk Repair & Utility Patch Program.

The City Commission authorized a total of \$116,000 for the project. The final cost on the project was \$94,835.37 or about \$21,000 under the authorized contract. The contractor has completed their work as well as the punch list items on the projects. Due to the relatively small size of the contract, the contractor is now requesting first and final payment in the amount of \$94,835.37. It should be noted that approximately \$60,000 will be billed back to the property owners for sidewalk replacements. The majority of the remainder will be charged to the Water & Sewer Fund or Street Funds, depending on where the work actually took place at.

We have attached memorandum from Municipal Services Director Chris Porman which further outlines the final payment process and this project.

RECOMMENDATION:

The City Administration recommends that the City Commission authorize payment to Audia Construction in the amount of \$94,835.27. Funding for this project is covered in the Water and Sewer Fund, Street Funds and General Fund Sidewalk Construction Program.

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: December 14, 2021
To: Paul J. Sincock, City Manager
From: Chris Porman, Assistant City Manager/Director of Municipal Services
Mike Brindley, Foreman/Inspector
Re: Final Payment to Audia Construction Inc.

Background:

Per the policy of the City Commission, prior to the final payment being made to contractors on infrastructure projects, City Commission approval is required. The Commission will recall that the City awarded Audia Construction, Inc. of Milford, MI for the Sidewalk Repair and Utility Patch Program/Street Repair. Work has been completed and the contractor is now seeking final payment.

Work was completed in October/November 2021. It should be noted that the original authorized amount was approximately \$116,000.00; however, the final work completed was \$94,835.37. For reference, approximately \$60,094.50 was billed back to property owners.

For the 2021 project, we replaced approximately

6,369.75 sq. ft sidewalk
319 sq. ft of road replacement
62 sq. feet ADA crosswalks
65 linear feet curb and gutter

The full payment amount owed to the contractor is \$94,835.37 All work has been inspected by City staff and quantities have been verified between the City and the contractor.

Recommendation

We would recommend that we seek Commission approval to process the final payment to the contractor in the amount of \$94,835.37

Should you have any questions prior to the meeting, please feel free to contact me.



2985 Childs Lake Road
Milford, MI 48381

Invoice

Date	Invoice #
11/22/2021	GA-14/124

Bill To
2021 Plymouth Sidewalk

Due Date
12/20/2021

Description	Quantity	Unit	Rate	Amount
Remove and Replace Concrete Sidewalk, 4 inch	6,054.25	Sf	9.35	56,607.24
Remove and Replace Concrete Drives and Sidewalks 6 inch	315.5	SF	9.75	3,076.13
Remove and Replace Concrete Sidewalk Ramps, 6 inch ADA	62	SF	15.00	930.00
Remove and Replace Concrete Drives and Sidewalks, 8 inch	0	SF	12.00	0.00
Remove and Replace Concrete Curb and Gutter	65	LF	40.00	2,600.00
Remove and Replace Concrete Pavement With Integral Curb, 8 Inch	319	SY	88.00	28,072.00
Epoxy Anchored Lane Tie Bars	110	EA	5.00	550.00
Remove Bit Pavement/Cold Patch and Replace w/ 8" Concrete Pavement	0	SY	90.00	0.00
Adjust Structure	5	EA	600.00	3,000.00
Replaster Existing Structure	0	VFT	190.00	0.00
			Total	\$94,835.37

CONTRACTOR'S APPLICATION FOR PAYMENT

Job No. _____ Application No. _____ Date NOV. 22, 2021

OWNER: City of Plymouth

CONTRACTOR: Audia Concrete Const, Inc.

Project: 2021 Sidewalk and Road Repair

Period of this Application for Payment and Declaration Oct 18, 2021 to NOV 22, 2021

Contract Dated _____, 2021

CONTRACTOR'S CERTIFICATION

Total Earned to Date.....\$94,835.37
Less Total Earned to Date, Previous Certificate No.\$
Total Earned This Application.....\$94,835.37

The undersigned CONTRACTOR certifies that to the best of his knowledge, information, and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payment were issued and payments received from the OWNER, and that current payment shows herein is now due.

Audia Concrete Const, Inc
(CONTRACTOR)

By: Ronetta Audi

Title: President

CONTRACTOR'S DECLARATION

I hereby declare that I have not, during the period covered by this Application, performed any work, furnished any material, sustained any loss, damage, or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from the OWNER, or its agents, and the ENGINEER, or its agents, in addition to the regular items set forth in the Contract as dated above executed between myself and the OWNER, and in the Change Orders for Work issued by the OWNER in writing as provided hereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Audia Concrete Const, Inc.
(CONTRACTOR)

By: Ronetta Audi

Title: President

PAYMENT SCHEDULE

JOB NO. _____ CERTIFICATE NO. _____ DATE: 11.22.21
 PROJECT: 2021 Sidewalk & Street Repair PERIOD: Oct 18, 2021 - Nov. 22, 2021

ITEM OF WORK	UNIT	ORIGINAL ESTIMATED QUANTITY	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	TOTAL QUANTITY TO DATE	TOTAL AMOUNT TO DATE
See attached Invoice							

R E S O L U T I O N

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

WHEREAS The City completed 2021 Sidewalk Repair & Utility Patch Program, And

WHEREAS The project has been completed by Audia Construction and they are
requesting first and final payment on the project, and

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth
does hereby authorize final payment to Audia Construction Corporation in the
amount \$94,835.37. Further, Funding for this project is to be authorized from the
Water and Sewer Fund, Street Funds and Sidewalk Improvement Funds.



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 - Replacement of Water Meter Reading Device 12-20-21.docx*
Date: December 15, 2021
RE: Emergency Replacement of Water Meter Reader

Background

The City uses an electronic water meter reader device that allows our crews to drive the streets of the city in order to obtain the water meter data for billing. Our current device is 14 years old, and you may have guessed that we have exceeded the anticipated life expectancy of that unit. This unit is the only one we have, and it collects all of our water meter data that we use for billing purposes.

I will note that we had planned to replace this unit as a part of a city-wide water meter change out, but the program was delayed due to Covid, as we need access to each home and business in the city to accomplish this mission. We also have some additional requirements of the state that will need to be addressed at the same time as the meter change out. As a result of the delay, the meter reader unit was not replaced, and we are now at the point where replacement is necessary to keep cash flow coming into the Water Fund.

We have attached a memorandum from the Department of Municipal Services which further outlines this purchase. A new unit has a current lead time of four to five weeks, depending on supply chain issues.

Recommendation

The City Administration recommends that the City Commission authorize the purchase of a Neptune MRX920 Data Collector in the amount of \$9,285.71 from Ferguson Waterworks in Warren, Michigan. Funding for this purchase would be authorized from the City's Water and Sewer Fund and it will have no impact on the General Fund.

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: Tuesday, December 14, 2021
To: Paul J. Sincock, City Manager
From: Chris S. Porman, Assistant City Manager
Adam Gerlach, Assistant Director Municipal Services
Dave Cirilli, Water Meter Technician
Re: Emergency Replacement Neptune Water Meter Reader

Background:

As you are aware, the water meter data collector has begun to fail. This data collector device is used to “read” the water usage information from the water meters each month. This is accomplished via radio frequency, and we are able to perform this task as we drive down the street, instead of having to be inside each home. With each billing cycle, new challenges arise; some are hardware issues, while others are on the software side. We have been in contact with the manufacturer (Neptune) on multiple occasions and the nearly 14-year-old device is out of warranty, out of support and, beyond repair.

We requested a quote from the sole source vendor of Neptune Technology Group products, Ferguson Waterworks in Warren, for a replacement data collector. The quote for a new Neptune MRX 920 Mobile Data Collector is \$9,285.71 with an order lead time for delivery of 4 to 5 weeks.

It is expected that a city-wide water meter change out will be planned for calendar year 2023. Obviously, we have been discussing this for a couple years, but once Covid hit, that was no longer a real possibility as we would need access to each home/business. We’ve been updating our research and exploring our options, meeting with the Finance Department and yourself on timelines, etc. If we had been able to perform the change out with new hardware, etc., the need to purchase this device would be mute. Unfortunately, our reality is that we need this computer device to be able to read the meters monthly (both the residential and commercial routes) until such time that we can perform the entire water meter change out.

Recommendation:

We are recommending that the City purchase the Neptune MRX 920 Mobile Data Collector from Ferguson Waterworks, Meter & Automation Group of Warren, MI for a price of \$9,285.71. The funds for this purchase will come from the Water/Sewer fund account, 592-538-740.

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



Meter & Automation Group
24425 Schoenherr Rd. Warren, MI 48089
248-585-3700

December 6, 2021

Mr. David Cirilli
City of Plymouth
201 S. Main St.
Plymouth, MI 48170

Re: MRX Mobile Data Collector Proposal

Mr. Cirilli,

See below for pricing on the MRX 920 Mobile Data Collector:

Description	Quantity	Price	Extended Price
MRX 920 Mobile Data Collector	1	\$9285.71	\$9285.71

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

Sincerely,

Steve

Steve Daniell
AMI Specialist
Ferguson Waterworks



A PRODUCT SHEET OF NEPTUNE TECHNOLOGY GROUP

MRX920™ Mobile Data Collector and MX900™ Software

Make Reading Success and Efficiency Automatic

Reliable, accurate, and field-proven, the Neptune® MRX920™ mobile data collector – along with its MX900™ meter routes and mapping software – has helped water utilities across North America streamline, automate, and increase operational efficiencies. As part of Neptune's R900® System, the MRX920 helps transform data into actionable information that helps identify hidden causes of loss and optimize operational efficiency.

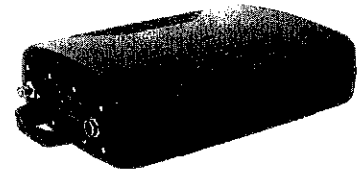
Strapped to the seat of your utility vehicle, the MRX920 reads up to fifty (50) meters simultaneously as your meter reader cruises down the streets. And in conjunction with the routes-integrated/Esri®-powered MX900 mapping, meter reading is automatic, fast, and effortless for your meter readers, accurate with less manpower deployed for your utility.

The MRX920 comes with Bluetooth capability, so your meter readers have the option of wirelessly updating routes and uploading the latest readings to the host system remotely and in near real-time without having to return to the office^{1,2}.

Additionally, Neptune has ported its well-established R900 radio frequency (RF) architecture to the latest release of MRX920 using software-defined radio (SDR) technology. This means all Neptune data collection systems have a common, core code base which translates to faster availability of new features and functionalities for your utility.

Make Migration to Other Technology Simple

The R900 System is designed to easily accommodate and support past generations of meters, encoder registers, and data collectors – while at the same time giving your utility the flexibility to incorporate future innovations as needed. The MRX920 is no exception, providing seamless compatibility with all generations of R900 MIUs. Its industry-leading performance can save days or even weeks for your meter reading routes, and new features within its MX900 software, such as Esri-powered mapping and wireless mobility, make valuable data available in real time as you read your system. Feel free to phase in these new features and equipment at your own pace, secure in the knowledge that Neptune will support your future needs without leaving you with stranded assets.



KEY BENEFITS

Reduced Meter Reading Time

- Reads up to fifty (50) meters simultaneously

Simple Access to Actionable Data

- Esri-powered GIS maps¹ show meter reading and flag status
- Wireless mobility – communicate meter reading data back to Neptune® 360™ in real time¹
- User-configurable advanced filtering shows you only the information you need
- Data logging and off-cycle reads without physical access to the meters

Analyze Data at the Source

- View data logging graphs in the field and share with homeowner to address high bill complaints
- Identify high/low audit status failures
- Receive leak, reverse flow, and days of no flow alerts from E-CODER®-equipped meters

¹ Optional MX900™ Mapping and Mobility module required. Mobile computing device recommended and not included.

Save Your Utility – and Your Customers – Time and Money
 While the R900 System always allows your utility to migrate forward to implement fixed network data collectors, or backward to use RF technology for individual off-cycle readings or data logging, using the MRX920 and MX900 software as a part of your system makes for fast and simple access to information that can provide effective resolutions to customers' water-related issues. With detailed consumption data in hand while working in the field, along with proactive alerts of leaks and backflow conditions, you can enhance customer service. In the process, you can even preempt high bill complaints, reduce delinquent payments, and eliminate write-offs.

Specifications

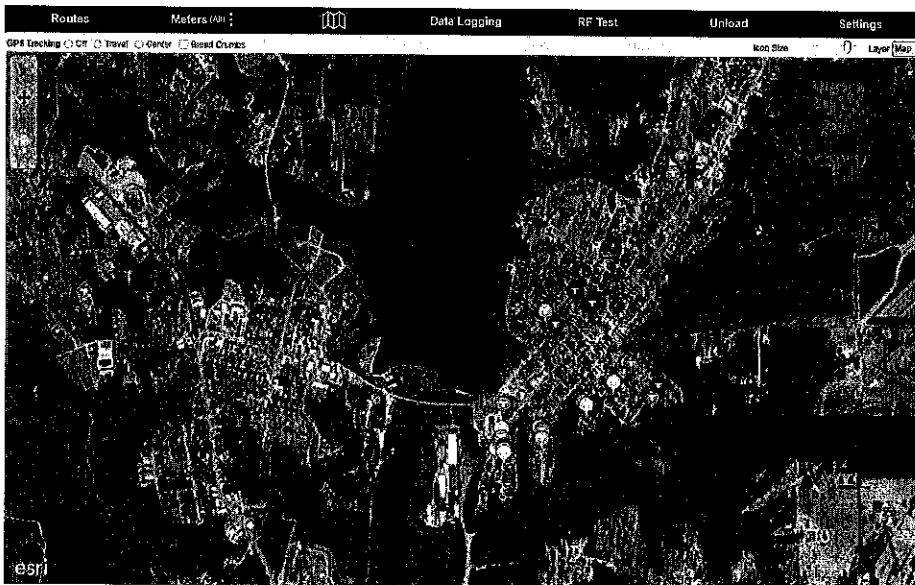
Physical Specifications

- Dimensions: 8" (width) x 3.15" (height) x 11" (length excluding connections and handle)
- Weight: ~5 lbs

Electrical Specifications

- Power consumption: < 1A
- Power supply: 12V DC via vehicle power source adapter

Date	Reading	Consumption
02/11/2018	314233.8	67.7
02/10/2018	314233.9	25.8
02/08/2018	314267.1	52.6
02/08/2018	314264.3	20.2
02/07/2018		
02/06/2018		
02/05/2018		
02/04/2018		
02/03/2018		
02/02/2018		
02/01/2018		
01/31/2018		
01/29/2018	315578.3	104.8
01/28/2018	313474.8	52.8
01/27/2018	313421.2	38.7
01/26/2018	313383.3	46.7
01/25/2018	313336.8	73.8



Neptune recommends the following mobile computing hardware specifications for optimal performance:

- 12.1" XGA (800 x 600) minimum
- 89-key keyboard
- Operating System:
 - Windows® 7 Professional 32 & 64
 - Windows® 8 Professional 32 & 64
 - Windows® 8.1 Professional 64
 - Windows® 10 Professional 64
- .Net Framework 4.5 or higher
- Processor: Intel Pentium 1.7 Ghz or faster processor
- Memory: 1 GB minimum
- Communication
 - Internal 802.11 b/g wireless LAN
 - Windows Wireless Connection Manager (if Bluetooth connection to the receiver is desired, Bluetooth v2.1 + EDR required)
- USB 2.0
- GPS receiver (required for the mapping and mobility module)
- Minimum of 2 GB of available hard drive space

Environmental Conditions

- Operating temperature: -4°F to +122°F (-20°C to +50°C)
- Storage temperature: -40°F to +185°F (-40°C to +85°C)
- Operating humidity: 5 to 95% non-condensing relative humidity



#winyourday
 neptunetg.com

Neptune Technology Group
 1600 Alabama Highway 229
 Tallahassee, AL 36078
 800-633-8754 f 334-283-7293

August 19, 2020

TO WHOM IT MAY CONCERN

Ref.: FERGUSON WATERWORKS - Sole Authorized Distributor – State of Michigan

Neptune Technology Group Inc. is pleased to affirm that FERGUSON WATERWORKS, is the sole authorized distributor for Neptune RF meter reading equipment and Neptune water meters and parts in the **State of Michigan**.

Ferguson Waterworks is authorized by Neptune to submit an offer for Neptune water meters and related products.

Neptune Technology Group Inc. is the only manufacturer of Neptune water meters. Our headquarters and manufacturing facility is located in Tallassee, Alabama.

Thank you for your interest in Neptune products. If you have any questions, please contact your local Neptune representative Sam Mitchell at 517-420-0428 or via email smitchell@neptunetg.com.

Sincerely,



Lawrence M. Russo
VP, Finance

LMR/jr

RESOLUTION

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

WHEREAS The City of Plymouth operates a Water and Sewer system as an Enterprise Fund and cash flow to the fund is through water and sewer bills, and

WHEREAS The City's computer water meter reading device has failed and due to the age Of the unit it is no longer serviced, and parts are not available, further the unit Is approximately 14 years old, and

WHEREAS A replacement unit is a sole source vendor piece of equipment due to the Proprietary nature of the water meter system and sending data to the reader.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the purchase of Neptune MRXZ 920 Mobile Data Collector from Ferguson Waterworks in Warren, Michigan in the amount of \$9,285.71. Further, funding for this purchase is authorized from the City's Water and Sewer Fund.



Administrative Recommendation

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

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

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: *S:\Manager\Sincock Files\Memorandum - Authorization of Purchase of RRFB Lights 12-20-21.docx*
Date: December 17, 2021
RE: Pedestrian Improvements – RRFB Crossing Light Authorization

Background

The City has an adopted Strategic Plan that calls for improvements in the quality of life and continuous infrastructure improvements. This plan was adopted by the previous City Commission. Further, there is an adopted Master Plan which calls for improvements to sidewalks and walkability. On October 18, 2021, the City Commission approved a design phase project for a series of Rectangular Rapid Flashing Beacon (RRFB) lights. The project includes design work for the following locations:

- Ann Arbor Trail at Evergreen (east leg)
- Penniman at Evergreen (east leg)
- Ann Arbor Trail at Forest (east leg – east of island)
- Starkweather at Liberty (north leg)
- Main Street – mid-block between Penniman and Ann Arbor Trail

The City Engineer's team is working on the design locations and the review of ADA compatibility. The projected budget for the entire project is estimated to be \$300 - \$325,000. The next step in the process is to order the RRFB to get the order into the supply chain pipeline, which would allow us to hopefully, install in late spring/early summer. The units are all going to be solar powered and would be similar to the RRFB at Main and Hartsough.

We have a proposal for the equipment for the five locations from Rauhorn Electric, who is the vendor on all of our city owned traffic signals and equipment. The cost of the equipment that the engineer is recommending is \$89,820.00.

We anticipate that there will be some ADA sidewalk improvements that will need to be made at some intersections and those costs are already anticipated in the overall project cost.

Recommendation

The City Administration recommends that the City Commission authorize the order for equipment related to RRFB at five locations around the City. The cost of the equipment is \$89,820 from Rauhorn Electric. This project is in accordance with the plan that was adopted on October 18, 2021.

Accepting this proposal from Rauhorn Electric will start the process of obtaining all of the equipment that is needed for the RRFBs and will hopefully avoid a supply chain issue similar to the new traffic lights and crossing signals for the Harvey Street intersections.

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

RESOLUTION 2021-86



WHEREAS The City of Plymouth has adopted a Strategic Plan and a City Master Plan that calls for improvements to the quality of life for the residents and improvements in the walkability of the City; and

WHEREAS The City Engineer has reviewed the possibility of installing Rectangular Rapid Flashing Beacon (RRFB) pedestrian activated lights at several major intersections in the City; and

WHEREAS The City Commission has reviewed the proposal from the City Engineer to perform design phase services.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize up to \$39,000 for Design Services for RRFB at five major intersections in the City. Funding for this design phase of the project is authorized from the City's Major Streets construction funds.

Jill Marecki, 610 Blunk, asked about a crossing at Farmer and Evergreen. She was told that intersection wasn't in this year's plan.

Ellen Elliott, 401 Irvin, asked where the lights would be placed on Main St. between Penniman and Ann Arbor Trail She was told that they would be on both sides of the island.

There was a discussion about the brightness of the lights and the relatively low cost of installing them.

There was a roll call vote.

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

MOTION PASSED 6-0

c. Emergency Authorization for PCC Repairs

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

RESOLUTION 2021-87

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 Plymouth Cultural Center had two critical pumps fail on the building's refrigeration systems; and

WHEREAS This failure of pumps required the use of a temporary booster chiller unit from Sunbelt Rentals, which had to be incorporated into the systems at the Cultural Center; and

WHEREAS The failed pump had to be replaced; and

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

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby confirm the emergency rental of a "booster" chiller and replacement of the primary pump to restore the building's Geo-Thermo Systems. The authorization is in the amount of \$28,339 for rental and work performed by Sunbelt Rentals and for the repair and replacement of the pump by Goyette Mechanical. Funding for this authorization is from the Recreation Fund.

12/7/2021

0621-166
21-043 EXTRA RRFB
Plymouth, MI



RAUHORN
ELECTRIC INC

Listed below is our quotation for the above referenced project:

Description	Quantity	Unit	Price	Extension
MOBILIZATION	1.000	L.S.	5,400.00	5,400.00
PEDESTAL FDN	12.000	EACH	1,660.00	19,920.00
FLSH BEACON, SOLAR POWER	6.000	EACH	10,750.00	64,500.00
			QUOTE TOTAL:	\$89,820.00

This quote contains the following exclusions/qualifications:

- - TRAFFIC CONTROL IS LIMITED TO ARROWBOARDS, CONES, AND A TRAFFIC SIGNAL WORK AHEAD SIGN
- - DESIGN DRAWINGS ARE NEEDED TO ENSURE ALL REQUIRED WORK IS COVERED
- - ADVANCE NOTICE PED CROSSING STATIC SIGNS AND 3# POSTS ARE NOT INCLUDED IN THIS PRICING
- - ENGINEERING, SURVEY, RESTORATION, PAVEMENT MARKING, CONCRETE/HMA REMOVAL OR REPLACEMENT ARE ALL EXCLUDED
- - QUOTED AS SOLAR POWERED ASSEMBLIES WITH PUSHBUTTONS MOUNTED ON THE MAIN PED SHAFT
- - ALL IRRIGATION/RESTO LANDSCAPING/TREE PROTECTION
- - BOND COSTS, DUES, COUNTY/CITY/ROAD COMMISSION FEES AND PERMIT COST OF ANY KIND
- - DAMAGE TO ANY UTILITY, NOT PART OF THE MISS DIG OR DIG SAFE SYSTEM
- - NO ROCK EXCAVATION OR OBSTRUCTION REMOVAL INCLUDED IN ANY EXCAVATION OR DIRECTIONAL DRILLING

If you have any questions or require any additional information, please do not hesitate to contact Scott Finkbeiner at (586) 992-0400 or via email at sfinkbeiner@rauhornelec.com

RESOLUTION

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

WHEREAS The City Master Plan and the City Strategic Plan calls for improvements to sidewalks
And the walkability of the City, and

WHEREAS The City Commission has previously authorized design work for Rectangular Rapid
Flashing Beacon (RRFB) lights to assist with cross walks at five locations in the City, and

WHEREAS the City Engineer has already begun design work on the intersections for possible future
ADA compliance issues, and

WHEREAS There is a need to order the RRFB and related parts in order to avoid supply chain issues
In the future, and the City Engineer has sent over the quotation from Rauhorn Electric
For the RRFB.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby
authorize the purchase of RRFB equipment as proposed by Rauhorn Electric in the amount of
\$89,820.00.



CITY OF PLYMOUTH

201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov

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

MEMORANDUM

Date: December 17, 2021
To: Paul Sincock, City Manager
From: John Scanlon, Finance Director
Subject: Pension/OPEB Report

Issue: Pension/OPEB Report

Analysis: As required by Public Act 202 of 2017, the City of Plymouth is required to file a 2021 Pension and OPEB status report (Form 5572) with the Department of Treasury. The attached report outlines the current funding status of these two plans. The data is compiled using the City's most recent actuarial and audit reports. The attached reports do not trigger preliminary underfunded status. The Department of Treasury now has 45 days to confirm the report finding.

Requested Action: Review. No action is required.

Attachment(s): Public Act 202 Pension/OPEB report

**REPORT ONLY
NO ACTION REQUIRED**

THE CITY OF HOMES

twitter.com/PlymouthMIgov

facebook.com/CityofPlymouthMI

The Protecting Local Government Retirement and Benefits Act (PA 202 of 2017) & Public Act 530 of 2016 Pension Report

Enter Local Government Name (City of Plymouth)
 Enter State (Michigan) 82220
 Unit Type (City)
 Fiscal Year (four-digit year only, e.g. 2019) 2020
 Contact Name (Chief Administrative Officer) John F. Scanlon
 Title (if not CAO Finance Director / Treasurer
 CAO (or designee) Email Address jscanlon@plymouthmi.gov
 Contact Telephone Number (734) 453-1234

Instructions: For a list of detailed instructions on how to complete and submit this form, visit michigan.gov/localgovernmentreporting.

Questions: For questions, please email localgovernmentreporting@michigan.gov. Return this original Excel file. Do not submit a scanned image or PDF.

If your pension system is separated by divisions, you would only enter one system. For example, one could have different divisions of the same system for union and non-union employees. However, these would be only one system and should be reported as such on this form.

Line	Descriptive Information	Source of Data	System 1	System 2	System 3	System 4	System 5
1	Is this unit a primary government (County, Township, City, Village)?	Calculated	YES	YES	YES	YES	YES
2	Provide the name of your retirement pension system	Calculated from above	Plymouth, City of				
3	Financial Information						
4	Enter retirement pension system's assets (system fiduciary net position ending)	Most Recent Audit Report	9,178,271				
5	Enter retirement pension system's liabilities (total pension liability ending)	Most Recent Audit Report	16,295,069				
6	Funded ratio	Calculated	56.5%				
7	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	887,928				
8	Governmental Fund Revenues	Most Recent Audit Report	14,766,927				
9	All systems combined ADC/Governmental Fund Revenues	Calculated	6.0%				
10	Membership						
11	Indicate number of active members	Actuarial Funding Valuation used in Most Recent Audit Report					
12	Indicate number of inactive members	Actuarial Funding Valuation used in Most Recent Audit Report	3				
13	Indicate number of retirees and beneficiaries	Actuarial Funding Valuation used in Most Recent Audit Report	54				
14	Investment Performance						
15	Enter actual rate of return - prior 1-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	13.59%				
16	Enter actual rate of return - prior 5-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	9.35%				
17	Enter actual rate of return - prior 10-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	7.91%				
18	Actuarial Assumptions						
19	Actuarial assumed rate of investment return	Actuarial Funding Valuation used in Most Recent Audit Report	7.35%				
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Actuarial Funding Valuation used in Most Recent Audit Report	Level Percent				
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	Actuarial Funding Valuation used in Most Recent Audit Report	10				
22	Is each division within the system closed to new employees?	Actuarial Funding Valuation used in Most Recent Audit Report	Yes				
23	Uniform Assumptions						
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	9,113,994				
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	16,696,842				
26	Funded ratio using uniform assumptions	Calculated	54.6%				
27	Actuarially Determined Contribution (ADC) using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	818,124				
28	All systems combined ADC/Governmental Fund Revenues	Calculated	5.5%				
29	Pension Trigger Summary						
30	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	Primary government triggers: Less than 60% funded AND greater than 10% ADC/Governmental fund revenues. Non-Primary government triggers: Less than 60% funded	NO	NO	NO	NO	NO

Requirements (For your information, the following are requirements of P.A. 202 of 2017)
 Local governments must post the current year report on their website or in a public place.
 The local government must electronically submit the form to its governing body.
 Local governments must have had an actuarial experience study conducted by the plan actuary for each retirement system at least every 5 years.
 Local governments must have had a peer-actuarial audit conducted by an actuary that is not the plan actuary OR replace the plan actuary at least every 8 years.

By emailing this report to the Michigan Department of Treasury, the local government acknowledges that this report is complete and accurate in all known respects.

The Protecting Local Government Retirement and Benefits Act (PA 202 of 2017) Health Care (OPEB) Report

Enter Local Government Name: City of Plymouth
 Enter State: MI Enter County: Washtenaw Enter City: Ann Arbor
 Unit Type: City
 Fiscal Year End Month: June
 Fiscal Year (four-digit year only, e.g. 2019): 2020
 Contact Name (Chief Administrative Officer): John F. Stanton
 Title (if not CAO/Finance Director / Treasurer):
 CAO (or designee) Email Address: stantonj@plymouthmi.gov
 Contact Telephone Number: (734) 455-1234

OPEB System Name (not division): 1. Plymouth, City of
 OPEB System Name (not division): 2.
 OPEB System Name (not division): 3.
 OPEB System Name (not division): 4.
 OPEB System Name (not division): 5.

Instructions: For a list of detailed instructions on how to complete and submit this form, visit https://s3.amazonaws.com/legisinfo/documents/mi/opa/opa20170701_01.pdf.

Line	Descriptive Information	System 1	System 2	System 3	System 4	System 5
1	Is this a primary government (County, Township, City, Village)?	YES	YES	YES	YES	YES
2	Provide the name of your retirement health care system	Plymouth, City of				
3	Enter retirement health care system's assets (by plan fiduciary) (not position ending)	Calculated				
4	Enter retirement health care system's liabilities (total OPEB liability)	Calculated from above				
5	Enter most recent audit report	Most Recent Audit Report				
6	Funded ratio	18,922,376				
7	Actuarially determined contribution (ADC)	0.0%				
7a	Do the financial statements include an ADC calculated in compliance with Paragraph 303.8-7?	Most Recent Audit Report				
8	Governmental Fund Revenues	1,082,649				
9	All systems combined ADC/Governmental Fund Revenues	Most Recent Audit Report				
10	Membership	Calculated				
11	Indicate number of active members	14,766,927				
12	Indicate number of inactive members	41				
13	Indicate number of retirees and beneficiaries	59				
14	Provide the amount of premiums paid on behalf of the participants	580,389				
15	Investment Performance	Report or System Investment Provider				
16	Enter actual rate of return - prior 3-year period	0.00%				
17	Enter actual rate of return - prior 5-year period	0.00%				
18	Enter actual rate of return - prior 10-year period	0.00%				
19	Actuarial Assumptions	Report or System Investment Provider				
20	Assumed rate of investment return	0.00%				
21	Enter discount rate	2.65%				
22	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Dollar				
23	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	80				
24	Is each division within the system closed to new employees?	Yes				
25	Health care inflation assumption for the next year	6.25%				
26	Health care inflation assumption - Long Term Trend Rate	4.50%				
27	Uniform Assumptions	Report				
28	Enter retirement health care system's actuarial value of assets using uniform assumptions	Report				
29	Enter retirement health care system's actuarial accrued liabilities using uniform assumptions	18,922,376				
30	Funded ratio using uniform assumptions	0.0%				
31	Actuarially Determined Contribution (ADC) using uniform assumptions	1,082,649				
32	OPEB System Combined ADC/Governmental Fund Revenues	7.2%				
33	Summary Report	Accounting Records				
34	Did the local government pay the retiree insurance premiums for the year?	N/A				
35	Did the local government pay the normal cost for employees hired after June 30, 2017?	N/A				
36	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	NO	NO	NO	NO	NO

Requirements (for your information, the following are requirements of PA 202 of 2017):
 Local governments must post the current year report on their website or in a public place.
 The local government must electronically submit the form to its governing body.
 Local governments must have had an actuarial experience study conducted by the plan actuary for each retirement system at least every 5 years.
 Local governments must have had a peer-actuarial audit conducted by an actuary that is not the plan actuary OR replace the plan actuary at least every 8 years.

By emailing this report to the Michigan Department of Treasury, the local government acknowledges that this report is complete and accurate in all known respects.