



Plymouth City Commission

Regular Meeting Agenda

Monday, February 5, 2024 7:00 p.m.
Plymouth City Hall & Online Zoom Webinar

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

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

Join Zoom Webinar : <https://us02web.zoom.us/j/83349362399>

Passcode: 158055

Webinar ID: 833 4936 2399

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call
- c. Recognition of Past Mayor
- d. Proclamation

2. APPROVAL OF MINUTES

- a. January 11, Strategic Planning Meeting Minutes
- b. January 16, 2024 Regular Meeting

3. APPROVAL OF THE AGENDA

4. ENACTMENT OF THE CONSENT AGENDA

- a. Approval of December 2023 Bills
- b. Special Event: Spring Fever in the Park 2024, 3/28/24-5/13/24
- c. Special Event: Plymouth Farmers Market, Saturdays 5/11/24-10/26/24
- d. Special Event: Glow Yoga, Thursday 9/19/24

5. CITIZEN COMMENTS

6. COMMISSION COMMENTS

7. OLD BUSINESS

8. NEW BUSINESS

- a. Adoption of Strategic Plan One Year Tasks
- b. Replacement of Taser Units for Police Department
- c. Authorization to Purchase Special Services Chevrolet Vehicles
- d. MSHDA Grant Authorization
- e. Bond Authorizing Resolution

9. REPORTS AND CORRESPONDENCE

- a. Liaison Reports
- b. Appointments
- c. Motion to Go to Closed Session

10. CLOSED SESSION

- a. Attorney / Client Communication

11. OPEN SESSION

12. ADJOURNMENT

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.

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.

Meetings of the City of Plymouth are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, disability, or any other trait protected under applicable law. Any individual planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) should submit a request to the ADA Coordinator at 734-453-1234 ext. 234 at least two working days in advance of the meeting so an attempt can be made to make reasonable accommodations. The request may also be submitted via mail at 201 S. Main St. Plymouth, MI 48170, or email to clerk@plymouthmi.gov.

City of Plymouth Strategic Plan 2022-2026

GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. Create a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for serving diverse communities

GOAL AREA THREE - COMMUNITY CONNECTIVITY

OBJECTIVES

1. Engage in partnerships with public, private and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

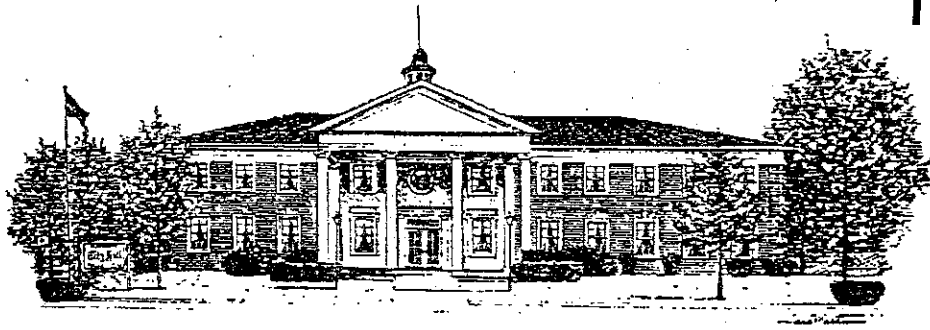
GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan

"The government in this community is small and accessible to all concerned."

-Plymouth Mayor Joe Bida
November 1977



Proclamation

- WHEREAS** African Americans have made significant cultural, historical, and economic contributions to the development of America and the American way of life; and
- WHEREAS** Carter G. Woodson created Negro History Week in 1926 to rectify the omission of African Americans from history books and to encourage the study of the history and lives of all Americans, including African Americans, in the nation's public schools; and
- WHEREAS** Since 1976, the celebration of Black History Month has been important to appreciating and recognizing the crucial roles African Americans have played in the creation of America and their inalienable right to be treated equally while increasing the visibility of African American life and history; and
- WHEREAS** During this month, we should take time to recognize and celebrate African Americans' contributions, sacrifices, and bravery on their journey to justice in our nation.

NOW, THEREFORE, I, Suzi Deal, Mayor of the City of Plymouth, Michigan, do hereby proclaim February 2024 as

Black History Month

in the City of Plymouth, Michigan and I urge all citizens to work together to identify, develop, and implement solutions to further achieve equity in our community, as well as promote unity not only within the Black community but across all individuals regardless of race, religion, sexual orientation, gender identity, and any other expressions of identity.



IN WITNESS WHEREOF, I have hereunto set my hand and have caused the Official Seal of the City of Plymouth, Michigan to be affixed this fifth day of February, Two Thousand, Twenty-Four.

*Suzi Deal, Mayor
City of Plymouth, Michigan*



Plymouth City Commission Strategic Planning Study Session

Thursday January 11, 2024 – 5:00 p.m.

Plymouth Cultural Center, 525 Farmer St., Plymouth, MI

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

The meeting was called to order at 5:00 p.m.

Mayor Deal thanked everyone for attending and welcomed Dr. Lew Bender.

PRESENT: Mayor Suzi Deal, Mayor Pro Tem Kelly O'Donnell, Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Brock Minton, Nick Moroz

ALSO PRESENT: City Manager Paul Sincock, Assistant City Manager Chris Porman, Attorney Bob Marzano and various department heads

2. PUBLIC COMMENT

Ron Picard 1373 Sheridan - spoke about efforts to have marihuana on a ballot.

Ellen Elliott 404 Irvin - Spoke about the Old Village TIF District, sponsorships for public spaces, RRC communication items, meetings on City Calendar, Kellogg Park wi-fi/cameras, and tree grates.

Pete Mundt 643 N Harvey - Noted that he enjoyed the 13 Ways event and spoke about meetings on the City calendar and town hall meetings.

Karen Sisolak 939 Penniman -Spoke about having postings of City meetings.

3. DR. LEW BENDER

Dr. Lew Bender facilitated the City Commission discussion of their 2024 one-year task development for the 2022-2026 Strategic Plan.

4. ADJOURNMENT

The meeting was adjourned at 7:58 p.m.

SUZI DEAL
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC
CITY CLERK



City of Plymouth City Commission Regular Meeting Minutes Wednesday, January 16, 2024, 7:00 p.m. Plymouth City Hall 201 S. Main Street

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

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

1. CALL TO ORDER

a. Mayor Suzi Deal called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

b. Roll Call

Present: Mayor Suzi Deal, Mayor Pro Tem Kelly O'Donnell, Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Brock Minton, and Nick Moroz

Also present: City Manager Paul Sincock various members of the city administration

2. APPROVAL OF MINUTES

Filipczak offered a motion, seconded by Kehoe, to approve the minutes of the January 3, 2024 regular meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

3. APPROVAL OF THE AGENDA

Maguire offered a motion, seconded by Filipczak, to approve the agenda for the January 16, 2024 meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

4. ENACTMENT OF THE CONSENT AGENDA

There were no items on the consent agenda.

5. CITIZEN COMMENTS

There were no citizen comments.

6. COMMISSION COMMENTS

Filipczak thanked the DMS team for doing a phenomenal job on snow removal. She also congratulated the Detroit Lions and team member Aiden Hutchinson, who grew up in Plymouth, for their playoff win.

Moroz also thanked the DMS team.

O'Donnell said she was pleased with the number of residents who attended the strategic planning session and that the collaborative effort helped drive the development of 2024 one-year tasks.

Kehoe said seven members of the public were present at the strategic planning meeting.

Deal thanked the DMS for their snow removal efforts. She congratulated Director of Public Safety Al Cox on being elected president to the Southeastern Michigan Association of Chiefs of Police and Maguire for

being appointed by Governor Whitmer to the Michigan Arts and Culture Council. She also said the strategic planning session was helpful, and that the City Commission would review the recommended one-year tasks at their next meeting.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

a. Purchase of Vehicle for Recreation

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

RESOLUTION 2024-03

WHEREAS The City of Plymouth maintains a vehicle fleet to move supplies and staff from Site to site to help protect the public health, safety, and welfare, and

WHEREAS From time to time these vehicles need to be replaced with new models, and

WHEREAS The City Administration is recommending the purchase of a new F250 Ford Pick Up Truck, to replace a unit that is over 15 years old and assigned to the Recreation Department.

NOW THEREFORE BE IT RESOLVED THAT The City Commission of the City of Plymouth does hereby authorize the purchase of a new Ford F-250 Pick Up Truck from the LaFontaine Automotive Group in the amount of \$48,660.00 plus \$2,200 for an extended cab. Further, the City Commission authorizes an additional \$7,300 for after-market equipment on the new truck, to include a lift gate and toolbox from Truck & Trailer Specialties, Inc. Both the purchase of the truck and the after-market equipment are being made through the State of Michigan MI-Deal purchasing plan. Funding for these purchases will come from the City's Equipment Fund.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Water System Reliability Study & Plan

RESOLUTION 2024-04

WHEREAS The City of Plymouth operates a water distribution system and as a part of operations there is regular scheduled testing of the water supply as well as certain reports related to system reliability and plans; and

WHEREAS The System Reliability and Plan needs to be updated approximately every five years to help manage and develop the water system; and

WHEREAS There is significant work from the City Engineer that is required for the reports that need to be completed and filed with the State of Michigan and to be of use for future capital improvements in the system.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize a contact of work with City Engineer Wade Trim in the amount of \$40,500 to complete a Water Distribution

System Reliability Study and General Plan as outlined with the Scope of Work on December 13, 2023. Funding for this report shall be authorized from the City's Water and Sewer Fund and will be partially reimbursed through the State of Michigan DWAM grant program.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

REPORTS AND CORRESPONDENCE

- a. Presentation of the 2023 Planning Commission Annual Report
The City Commission reviewed the report and noted that the inclusion of Zoning Board of Appeals information would be helpful when reviewing ordinances.
- b. Liaison Reports
Minton gave updates on the Zoning Board of Appeals and the Planning Commission.
Kehoe gave an update on the Downtown Development Authority.
- c. Appointments
There were no appointments.

For her "Did You Know" segment, Deal asked Sincock to give the history of The Gathering. Sincock explained that the project was initiated when a Fall Festival chicken barbecue was rained out, and Deal she said it was a great example of a community-driven project.

9. ADJOURNMENT

A motion to adjourn was offered by Minton and seconded by Moroz at 7:21p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

SUZI DEAL
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 Plymouth Community Chamber of Commerce

Ph# 734-453-1540 Fax# 734-404-6062 Email mary@plymouthmich.org Website www.plymouthmich.org

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

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

Ph# same Fax# same Email same Cell# _____

Address same City _____ State _____ Zip _____

Event Name Spring Fever in the Park 2024

Event Purpose To promote and enhance the community.

Event Date(s) March 28 to May 13, 2024

Event Times 24/7

Event Location Kellogg Park

What Kind Of Activities? Local businesses/groups create a Spring Fever creation to be viewed by visitors in DTP.

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

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.)

Local businesses, clubs, groups and residents create Spring Creations. There will be 50 Spring Creations spaces available in Kellogg Park along Main Street and Ann Arbor Trail for the community to enjoy upon completion.

RECEIVED

JAN 25 2024

City of Plymouth

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)

We will need 50 poles sunk into the ground in Kellogg Park spaced mostly along Main Street and a few along Ann Arbor Trail and Penniman.

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:

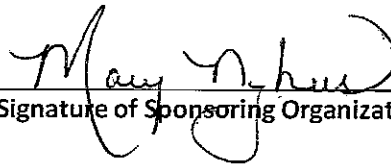
10.

- 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.

01/30/2024

Date



Signature of Sponsoring Organization's Agent

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

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

Phone: (734) 453-1234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

The Plymouth Chamber of Commerce *(organization name)* agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Spring Fever 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

Mary Dykhus

Date

01/30/2024

Witness

Wendell Clout

Date

01/30/2024

EVENT REVIEW FORM

EVENT NAME: Spring Fever in the Park TOTAL ESTIMATED FEE: _____

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

| | | | | |
|--|--|---------------------|--------------------------|--------------------|
| MUNICIPAL SERVICES: | <u>Approved</u> | Denied | (list reason for denial) | Initial <u>CP</u> |
| <u>2 FTE Approx COMAS SET UP / TEAR DOWN</u> | | | | |
| \$250 Bathroom Cleaning Fee Per Day of Event? YES NO | | | | |
| Labor Costs: \$ | <u>800</u> | Equipment Costs: \$ | <u>125</u> | Materials Costs \$ |
| POLICE: | <u>Approved</u> | Denied | (list reason for denial) | Initial <u>Dec</u> |
| <u>NO SERVICES NEEDED</u> | | | | |
| Labor Costs \$ | | Equipment Costs \$ | <u>2</u> | Materials Costs \$ |
| FIRE: | <u>Approved</u> | Denied | (list reason for denial) | Initial <u>RS</u> |
| <u>NO SERVICES NEEDED</u> | | | | |
| Labor Costs \$ | <u>0</u> | Equipment Costs \$ | | Materials Costs \$ |
| HVA: | <u>Approved</u> | Denied | (list reason for denial) | Initial |
| | | | | |
| DDA: | <u>Approved</u> | Denied | (list reason for denial) | Initial <u>SBP</u> |
| | | | | |
| Labor Costs \$ | <u>0</u> | Equipment Costs \$ | | Materials Costs \$ |
| RISK MANAGEMENT: | <u>Approved</u> | Denied | (list reason for denial) | Initial <u>WB</u> |
| <u>Class I - Low Hazard</u> | Event Sponsors must provide current Certificate of Insurance naming City | | | |
| Class II - Moderate Hazard | of Plymouth as 'Additional Insured' including in the Description Box/Area. | | | |
| Class III - High Hazard | Food vendor/service requirements per Special Event Policy, must also be | | | |
| Class IV - Severe Hazard | met for any food. | | | |
| SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____ | | | | |
| APPROVED _____ NOT APPROVED _____ DATE _____ | | | | |

City of Plymouth SPECIAL EVENT APPLICATION

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

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

| | | | | | |
|---|-------------------------------|---|---------------------|-----------------|----------------------------------|
| Sponsoring Organization's Legal Name | | <u>Plymouth Community Chamber of Commerce</u> | | | |
| Ph# | <u>734-453-1540</u> | Fax# | <u>734-404-6026</u> | Email | <u>mary@plymouthmich.org</u> |
| | | | | Website | <u>www.plymouthmich.org</u> |
| Address | <u>850 W. Ann Arbor Trail</u> | | City | <u>Plymouth</u> | State <u>MI</u> Zip <u>48170</u> |
| Sponsoring Organization's Agent's Name | | <u>Mary Nyhus</u> | | Title | <u>Event Manager</u> |
| Ph# | <u>same</u> | Fax# | <u>same</u> | Email | <u>same</u> |
| | | | | Cell# | |
| Address | <u>same</u> | | City | | State Zip |

Event Name Plymouth Farmers Market

Event Purpose To promote and enhance the community

Event Date(s) Saturday mornings only from May 11, 2024 through October 26, 2024

Event Times 8 a.m. to 12:30 p.m.

Event Location DPT in The Gathering, on Penniman in front of the Gathering, and along the Park sidewalk along Penniman.

What Kind Of Activities? Vendors will be selling produce, plants, flowers, foods, candles, soaps, and various art and crafts.

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

Coordinating With Another Event? YES ☐ NO ☒ If Yes, Event Name: _____

Event Details: Local farmers and other vendors will sell their goods to the public. Most food items will be Michigan grown and/or made with several cottage industry food items (i.e. bake goods, jams, sauces etc.) The people who will come to the market are mainly local Plymouth residents and people from surrounding areas.

RECEIVED

JAN 25 2024

City of Plymouth

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: *(Weddings Ceremonies – Please Review Section 12.2 f)*
City Operated ☐ Cosponsored Event ☐ Other NonProfit ☐ Other ForProfit ☐ Political or Ballot Issue ☐

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

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

Normal Event Schedule (e.g. Early in the month of Dec.

Second Saturday in May through third Saturday in

Next year's specific dates:

October

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)

Penniman will be closed just past the drive thru at Citizens Bank to Union Street.

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

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

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

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

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

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

YES ☒ NO ☐

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

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

10. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that

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

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

1/30/2024

Date

Mary Nyhus
Signature of Sponsoring Organization's Agent

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

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

Phone: (734) 4531234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

Plymouth Community
The Chamber of Commerce (*organization name*) agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Farmers Market (*event name*) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature Mary Nyhus

Date 1/30/2024

Witness Wanda Colustron

Date 1/30/2024

EVENT REVIEW FORM

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).

| | | | | | |
|--|--|------------------|--------------------------|-----------------|-----|
| MUNICIPAL SERVICES: | <u>Approved</u> | Denied | (list reason for denial) | Initial | GP |
| NO SERVICES NEEDED | | | | | |
| \$250 Bathroom Cleaning Fee Per Day of Event? <u>YES</u> NO | | | | | |
| Labor Costs: | \$ | Equipment Costs: | \$ | Materials Costs | \$ |
| POLICE: | <u>Approved</u> | Denied | (list reason for denial) | Initial | gpc |
| NO SERVICES NEEDED | | | | | |
| Labor Costs | \$ | Equipment Costs | \$ | Materials Costs | \$ |
| FIRE: | <u>Approved</u> | Denied | (list reason for denial) | Initial | AS |
| NO SERVICES NEEDED | | | | | |
| Labor Costs | \$ | Equipment Costs | \$ | Materials Costs | \$ |
| HVA: | Approved | 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 | NB |
| Class I – Low Hazard | Event Sponsors must provide current Certificate of Insurance naming City | | | | |
| Class II – Moderate Hazard | of Plymouth as 'Additional Insured' including in the Description Box/Area. | | | | |
| Class III – High Hazard | Food vendor/service requirements per Special Event Policy, must also be | | | | |
| Class IV – Severe Hazard | met for any food. | | | | |
| SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____ | | | | | |
| APPROVED _____ NOT APPROVED _____ DATE _____ | | | | | |



Special Event Application

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

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

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

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

| | | | | | |
|---|---|--|---------------------------------------|-------|--|
| Sponsoring Organization's Legal Name | | Functional HIIT Fitness LLC (F45 Training North Livonia) | | | |
| 2489160000 | | | | | |
| Ph# | Fax# | Email | Website | | |
| 19716 Haggerty Rd | | Livonia | MI | 48168 | |
| Address | | City | State | Zip | |
| | | Stefanie Adelchi/Jaymie Ziegler | Management F45 Training North Livonia | | |
| Sponsoring Organization's Agent's Name | | Title | | | |
| 2489160000 | | | | | |
| Ph# | Fax# | Email | Cell# | | |
| | | sadelchi@f45training.com/ jziegler@f45training.com | | | |
| Address | | City | State | Zip | |
| | | | | | |
| Event Name | Glow Yoga | | | | |
| Event Purpose | Provide Movement to our community | | | | |
| Event Date(s) | Thursday September 19th, 2024 | | | | |
| Event Times | 500pm-930pm | | | | |
| Event Location | Kellogg Park | | | | |
| What Kind Of Activities? | Yoga, fitness and health vendors | | | | |
| What is the Highest Number of People You Expect in Attendance at Any One Time? | 500 | | | | |
| Coordinating With Another Event? | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> | If Yes, Event Name: | | |
| Event Details: | (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary.) | | | | |

RECEIVED

JAN 22 2024

City of Plymouth

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:

TBA

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 ☒

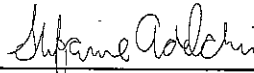
If Yes, list the lots or locations where/why this is requested:

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.

01/20/2024

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 Glow Yoga (*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 

01/20/2024
Date _____

Witness _____

Date _____

EVENT REVIEW FORM

EVENT NAME: GLOW YOGA TOTAL ESTIMATED FEE: _____
 (Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event).

| | | | | |
|--|--|---------------------|--------------------------|--------------------|
| MUNICIPAL SERVICES: | <u>Approved</u> | Denied | (list reason for denial) | Initial <u>GP</u> |
| 1 FTE Approx 5 hrs | | | | |
| \$250 Bathroom Cleaning Fee Per Day of Event? <u>YES</u> NO | | | | |
| Labor Costs: \$ | <u>300</u> | Equipment Costs: \$ | <u>100</u> | Materials Costs \$ |
| POLICE: | <u>Approved</u> | Denied | (list reason for denial) | Initial <u>guc</u> |
| No services needed | | | | |
| Labor Costs \$ | | Equipment Costs \$ | <u>0</u> | Materials Costs \$ |
| FIRE: | Approved | Denied | (list reason for denial) | Initial |
| Labor Costs \$ | | Equipment Costs \$ | | Materials Costs \$ |
| HVA: | Approved | Denied | (list reason for denial) | Initial |
| DDA: | <u>Approved</u> | Denied | (list reason for denial) | Initial <u>SBP</u> |
| Labor Costs \$ | <u>0</u> | Equipment Costs \$ | | Materials Costs \$ |
| RISK MANAGEMENT: | <u>Approved</u> | Denied | (list reason for denial) | Initial <u>WBS</u> |
| Class I – Low Hazard | Event Sponsors must provide current Certificate of Insurance naming City | | | |
| <u>Class II – Moderate Hazard</u> | of Plymouth as 'Additional Insured' including in the Description Box/Area. | | | |
| Class III – High Hazard | Food vendor/service requirements per Special Event Policy, must also be | | | |
| Class IV – Severe Hazard | met for any food. | | | |
| 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 - Strategic Plan 2023 One Year Tasks Adoption - 02-21-23.docx
Date: January 31, 2024
RE: Adoption of 2024 One-Year Tasks for Strategic Plan

Background

A significant amount of work has been done related to the Strategic Plan and the development of the 2024 one-year tasks. We had the public 13 Ways presentations to help bring some additional focus to this process. Then the City Commission met in a public work session on Thursday, January 11, 2024, at the Plymouth Cultural Center. The City Administration took the multiple task lists that were created at that meeting and assembled them into a single document. We also forwarded that draft document to the Commission in the early afternoon of Thursday, January 25th asking for any changes or updates.

Adoption of the one-year tasks will give specific direction to the City Administration to work towards the accomplishment of the various tasks. In addition, this will also give direction to the other Boards and Commissions as to the expectations of the City Commission.

Recommendation

The City Administration recommends that the City Commission adopt the 2024 One-Year Tasks for the City's Strategic Plan. 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.

City of Plymouth

2022-2026 Strategic Plan with 2024 One-Year Tasks

Goal Area One – Sustainable Infrastructure

Key Objectives

- Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
- Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
- Partner with or become members of additional environmentally aware organizations
- Increase technology infrastructure into city assets, services, and policies
- Continue sustainable infrastructure improvement for utilities, facilities, and fleet
- Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

One-Year Tasks

1. Determine direction for Old Village Tax Increment Financing (TIF) District
2. Create asset management plan for city facilities
3. Seek additional, supplemental government funding
4. Explore and identify community legacy funding opportunities
5. Plan and strategize for potential recreational millage proposal
6. Implement 2024 construction projects and plan for 2025 projects
7. Prepare & complete bond sale for road infrastructure projects
8. Receive International City/County Management Association (ICMA) fire study and implement suggestions as warranted
9. Pursue electrical upgrade in Old Village for special event purposes
10. Complete parking deck engineering review
11. Continue Michigan Green Communities Challenge (MGCC) – maintain bronze level and seek opportunities for advancement to silver
12. Target citywide bike rack installation in high-traffic areas
13. Review opportunities for additional parking spaces
14. Install EV chargers at Plymouth Cultural Center (PCC)
15. Monitor utilization of current EV chargers
16. Plan/budget for mausoleum repair project at Riverside Cemetery
17. Complete water meter upgrade program

Goal Area Two – Staff Development, Training, and Succession

Key Objectives

- Create policies and programs that support staff recruitment/retention, including a coordinated recruitment program, flexible scheduling, and an internship program
- Increase staff levels to appropriately support city services and departments
- Provide staff/board/volunteer trainings and programming with a focus on improving understanding on issues of diversity, equity, and inclusion and emphasizing working with and serving diverse communities

One-Year Tasks

1. Continue staff development and succession planning
2. Maintain staffing levels
3. Update five-year staffing projections
4. Continue diversity, equity, and inclusion (DEI) training opportunities
5. Review opportunities for supplemental staffing – interns/volunteers

Goal Area Three – Community Connectivity

Key Objectives

- Engage in partnerships with public, private and non-profit entities
- Increase residential/business education programs for active citizen engagement
- Robust diversity, equity and inclusion programs
- Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

One-Year Tasks

1. Host Coffee with Commissioners
2. Continue police community outreach programs - including Coffee with a Cop
3. Provide for two Citizens Academy programs
4. Develop communication/marketing/branding plan
5. Increase social media engagement
6. Implement new Short Message/Messaging Service (SMS) and email system
7. Schedule a minimum of four Committee of the Whole (COW) meetings
8. Review and adopt citywide public participation plan
9. City Commission to initiate Know Your Neighbor style programs
10. Craft a standardized onboarding program for appointed boards and commissions

Goal Area Four - Attractive, Livable Community

Key Objectives

- Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
- Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
- Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
- Improve link between Hines Park, Old Village, downtown Plymouth, Plymouth Township, and other regional destinations
- Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction.
- Modernize and update zoning ordinance to reflect community vision
- Implement Kellogg Park master plan

One-Year Tasks

1. Continue pursuit of RRC “Certified” status, from current “Essentials” status
2. Adopt the master plan
3. Complete legal review of noise ordinance and increase public education
4. Continue implementation of Kellogg Park and Downtown Development Authority (DDA) master plan(s)
5. Begin development of a DDA streetscape improvement plan
6. Review opportunities for additional parks and facilities
7. Consider feasibility of social district(s) in Old Village
8. Develop partnership plan for multi-modal access to Hines Dr.
9. Review and update special event policy
10. Complete legal review of potential marihuana ordinance(s)
11. Complete generator ordinance
12. Continue process of upgrading Tonquish Creek Nature Walk

RESOLUTION

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

WHEREAS The City Commission of the City of Plymouth did hold a public work session to Develop one-year tasks for the Strategic Plan, and

WHEREAS This session was facilitated by Dr. Lew Bender and the group developed
The 2024 One Year Tasks, and

WHEREAS after review, a finalized draft of the plan and tasks was developed and
Provided to the City Commission for additional comments.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby endorse and adopt the 2024 One-Year Tasks for the City's Strategic Plan.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby directed to include a complete copy of the adopted 2024 One-Year Tasks as a part of the Meeting Minutes for this meeting.



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 for the purchase of Taser units - 02-05-24.docx*
Date: January 29, 2024
RE: Replacement of Taser units for Police Department

Background

The nature of the work in the Police Department requires the use of a multiplicity of methods to provide for the safety of our community. We are required to use a force continuum based on the resistance of the suspect. This force continuum starts at a uniform and escalates up to the use of deadly force. The use of force is highly regulated through training and departmental policy.

The use of a Taser is a less than deadly force tool that the police officers, within policy, may deploy to protect themselves and others. Tasers can be activated (within specific policy) to shock an individual and temporarily incapacitate a suspect without causing permanent injury. This would allow the officer to place a suspect into custody without a struggle and without injury to the police officer. Each officer is specifically trained in the use of the Taser as well as the Departmental Policy.

Our current model Tasers are outdated and require close proximity with the suspect. The new model Tasers allow for a stand off distance of 45 feet, which allows time and space between the suspect and the police officer. Our proposal is to obtain a total of eight (8) Taser10 devices for an annual cost of \$10,689.59 over a period of five years for a total of \$53,447.91. The eight (8) devices allows us a device for each patrol officer working a shift, plus enough to mostly equip officers working a special event and to have one in for repair.


We have attached a memorandum from Al Cox, Director of Public Safety, which will provide additional information related to this item.

Recommendation

The City Administration recommends that the City Commission authorize the lease of eight (8) Taser10 devices through a five-year lease program, in the amount of \$10,689.59 for five years, for a total cost of \$53,447.91.

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 Al or myself.

PLYMOUTH POLICE DEPARTMENT MEMORANDUM

TO: PAUL SINCOCK, CITY MANAGER
FROM: A.L. COX, DIRECTOR OF PUBLIC SAFETY 
SUBJECT: REPLACEMENT OF TASER CONDUCTED ENERGY WEAPONS
DATE: 1/12/2024

BACKGROUND

In 2006, the Police Department saw the need to add a less lethal option to the officers' duty belt. At that time, officers were outfitted with OC (Oleoresin Capsicum), also known as Pepper Spray, and an expandable baton as less lethal options for addressing resistance that required a use of force. Both options required officers to be within less than 10 feet of an aggressor in order to be effective. Taser LLC, now known as Axon, offered an effective less lethal alternative that provided officers with a much safer stand-off distance of up to 25 feet. After researching the product and speaking with several agencies within Western Wayne County that had already made the move to Tasers, we decided to purchase, train, and equip officers with same to be included as required duty equipment.

Since that time, Tasers have improved and have experienced multiple evolutions in technology. While still viable, as it currently stands, our Taser platform (X26P) is three models behind the most current and best of their technology. Additionally, as a result of an attempt to be frugal over the years, most of our devices are near end of life and are beyond the ability to be serviced in the event of malfunction.

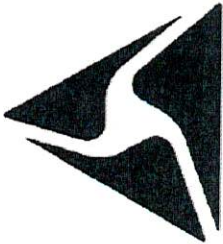
For this reason, all of our Tasers are in need of replacement with the current Taser10 technology platform. The Taser10 provides a stand-off distance of 45 feet that permits more time and space to de-escalate a situation. At a velocity of 205 feet per second and the ability to deploy 10 probes with greater accuracy and without the need to reload means there is less likelihood of escalating to a lethal force response. The cost to replace our current inventory with the Taser10 under Axon's lease program is \$53,447.91 over a period of five (5) years. This breaks down to an annual cost of \$10,689.59 each year through FY 27/28.

RECOMMENDATION

The ability to de-escalate violence against officers and bystanders by assaultive suspects is of critical importance. Less lethal tools help accomplish this, and in most cases provide a last opportunity before resorting to a deadly force option. The Taser is the optimal tool on our officers' duty belts to make this happen. For this reason, I respectfully request that the City Commission approve the 5-year lease of eight (8) Taser10 devices at an annual cost of \$10,689.59 through FY 27/28 (total cost= \$53,447.91).

If you have any questions or concerns, please let me know. Thank you for your time and attention.

Non-Binding Budgetary Estimate



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-542712-45302.775CK

Issued: 01/11/2024

Quote Expiration: 03/29/2024

Estimated Contract Start Date: 09/01/2024

Account Number: 302225

Payment Terms: N30

Delivery Method:

| SHIP TO | BILL TO |
|---|---|
| City of Plymouth Police Department - MI 201 S Main St Plymouth MI 48170-1637 USA | City of Plymouth Police Department - MI 201 S Main St Plymouth MI 48170-1637 USA Email: |

| SALES REPRESENTATIVE | PRIMARY CONTACT |
|--|---|
| Charles Kamps Phone: (480) 930-4327 Email: ckamps@axon.com Fax: | Jamie Grabowski Phone: 734-453-1234 Email: jgrabowski@plymouthpolice.org Fax: (734) 455-1664 |

Quote Summary

| | |
|------------------------|-------------|
| Program Length | 60 Months |
| TOTAL COST | \$53,447.91 |
| ESTIMATED TOTAL W/ TAX | \$56,236.82 |

Discount Summary

| | |
|--------------------------|-------------|
| Average Savings Per Year | \$5,506.10 |
| TOTAL SAVINGS | \$27,530.49 |

Payment Summary

| Date | Subtotal | Tax | Total |
|----------|-------------|------------|-------------|
| Aug 2024 | \$10,689.59 | \$557.80 | \$11,247.39 |
| Aug 2025 | \$10,689.58 | \$557.80 | \$11,247.38 |
| Aug 2026 | \$10,689.58 | \$557.80 | \$11,247.38 |
| Aug 2027 | \$10,689.58 | \$557.80 | \$11,247.38 |
| Aug 2028 | \$10,689.58 | \$557.71 | \$11,247.29 |
| Total | \$53,447.91 | \$2,788.91 | \$56,236.82 |

RESOLUTION

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

WHEREAS The City of Plymouth operates a police force in order to help protect the public Health, safety, and welfare. Further, to protect the public and property, and

WHEREAS From time to time it is necessary to use an escalating scale of force to subdue a Suspect. The use of force scale is very specific and allows for a police officer to Use various force techniques in an effort to de-escalate a situation, and

WHEREAS The police officers use of force continuum, within specific policy allows for the Deployment of a Taser unit to help to de-escalate violence against officers and bystanders.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the replacement of the current Taser (X26P) units with the new Taser10 technology platform. The purchase of eight (8) new Taser10 units is authorized through a five-year lease agreement with Axon Enterprise, Inc. in the amount of \$10,689.59 annually, for a total cost of \$53,447.91.



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. Sincok, City Manager
CC: *S:\Manager\Sincok Files\Memorandum - Authorization to purchase Police Vehicles - 02-05-24.docx*
Date: January 31, 2024
RE: Authorization to purchase Special Services Chevrolet Vehicles

Background

The City Commission is aware that when they adopted the 2023 - 24 Fiscal Year Budget, it included the purchase of two Police estimated at \$90,000. We are looking at replacing two of our Chevy Tahoes as a part of the budget. Unfortunately, with the recent UAW strike and backlog of vehicle availability have made obtaining the police special services vehicles difficult and costly. The standard police vehicle is now \$52,218.00 each through the MIDeal plan. Fortunately, we have a grant from the State of Michigan, through Representative Kolezar's office, in the amount of \$50,000 to offset the cost of police vehicle purchases.

We would be purchasing the two vehicles from Berger Chevrolet in Grand Rapids, using the MIDeal Plan at \$52,218.00 each or a total of \$104,436.00, We would anticipate delivery sometime in the spring/summer of 2024.

RECOMMENDATION:

The City Administration recommends that the City Commission authorize the purchase of two Special Services Chevy Tahoes in the amount of \$52,218.00 each for a total of \$104,436.00 and funding for this purchase shall be from the Equipment Fund and State of Michigan Grant Funding. We have attached a copy of page 111 of the Fiscal 23 - 24 Budget showing that these vehicles were anticipated to be replaced in this budget year.

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 Al Cox or myself.

| Capital Item | Req By | Account # | R N | Est Life | Dept Priority | Method of Funding Approp Act 99 Bonds | Dept Req Est Cost | Manager Revisions | Budgeted Cost |
|--|--------|------------------|-----|----------|---------------|--|----------------------|----------------------|------------------|
| DRUG ENFORCEMENT FUND | | | | | | | | | |
| Drug Enforcement Equipment | POL | 265-301 -977,000 | N | 5 | 1 | X | 1,000 | - | 1,000 |
| DRUG ENFORCEMENT FUND TOTAL | | | | | | | 1,000 | - | 1,000 |
| OWI/FORFEITURE FUND | | | | | | | | | |
| Liquor Enforcement Equipment | POL | 268-301 -977,000 | N | 5 | 1 | X | | | |
| OWI/FORFEITURE FUND TOTAL | | | | | | | | | |
| PUBLIC IMPROVEMENT FUND | | | | | | | | | |
| CSX Railroad Crossing Update (4) | MSD | 401-437 -971,000 | N | 20 | 1 | X | 1,000,000 | - | 1,000,000 |
| PUBLIC IMPROVEMENT FUND TOTAL | | | | | | | 1,000,000 | - | 1,000,000 |
| WATER & SEWER FUND | | | | | | | | | |
| Water Utility Engineering | MSD | 860-888 -818,408 | R | 50 | 1 | | 98,000 | - | 98,000 |
| Water Utility Construction | MSD | 860-888 -818,480 | R | 80 | 1 | | 468,000 | - | 468,000 |
| Sewer Utility Engineering | MSD | 860-889 -818,408 | R | 80 | 1 | | 40,000 | - | 40,000 |
| Sewer Utility Construction | MSD | 860-889 -818,460 | R | 80 | 1 | | 200,000 | - | 200,000 |
| Residential Water Meter Replacements | MSD | 892-000 -149,000 | R | 15 | 1 | | 2,200,000 | - | 2,200,000 |
| Lead & Galvanized Service Line Replacement Program (Known Loc) | MSD | 892-000 -149,000 | R,N | 4 | 1 | X | 250,000 | - | 250,000 |
| Replace Fire Hydrants (Non-repairable TCIW) | MSD | 892-000 -149,000 | R,N | 4 | 1 | X | 20,000 | (20,000) | - |
| Utility Patch Repair | MSD | 892-000 -149,000 | R,N | 4 | 1 | X | 50,000 | (50,000) | - |
| Replace Construction/Safety Barricades | MSD | 892-000 -149,000 | R | 6 | 2 | X | 15,000 | (15,000) | - |
| Replace Traffic Control Barricades | MSD | 892-000 -149,000 | R | 10 | 2 | X | 7,500 | (7,500) | - |
| Add Water System Leak Detection | MSD | 892-000 -149,000 | R | 10 | 2 | X | 15,000 | (15,000) | - |
| WATER / SEWER FUND TOTAL | | | | | | | 3,357,500 | (20,000) | 3,250,000 |
| EQUIPMENT FUND | | | | | | | | | |
| Network Upgrades and Workstation Upgrades / Replacements | MIS | 861-000 -140,500 | R | 5 | 1 | X | 45,000 | - | 45,000 |
| Police Cars (2) - Police | POL | 861-000 -141,000 | R | 6 | 1 | X | 90,000 | - | 90,000 |
| Police Car Modern Replacement (2) | POL | 861-000 -141,000 | R | 6 | 2 | X | 2,000 | - | 2,000 |
| Portable 2-Way Radios | POL | 861-000 -140,000 | R | 10 | 1 | X | 14,250 | - | 14,250 |
| Mobile Radios | POL | 861-000 -140,000 | R | 10 | 1 | X | 3,500 | - | 3,500 |
| Fitness Equipment | POL | 861-000 -140,000 | R | 10 | 2 | X | 15,000 | (15,000) | - |
| Garbage Truck, Leach/International MY01 (DMS 125) | MSD | 861-000 -140,000 | R | 20 | 2 | X | 280,000 | (280,000) | - |
| Brush Chipper, Bandit MY00 (DMS 149) | MSD | 861-000 -140,000 | R | 10 | 2 | X | 80,000 | (80,000) | - |
| Bandshell, Century Ind 36 ShowMaster MY98 (DMS TRL 6) | MSD | 861-000 -140,000 | R | 20 | 2 | X | 200,000 | (200,000) | - |
| Cold Patch/Hot Box (DMS TRL 15) (Replace - Crack Sealer (DMS 0 | MSD | 861-000 -140,000 | R | 10 | 2 | X | 30,000 | (30,000) | - |
| Street Stripe Paint Sprayer | MSD | 861-000 -140,000 | R | 10 | 2 | X | 10,000 | (10,000) | - |
| *Sni. Tractor, Kubota MY96 (DMS 007) | MSD | 861-000 -140,000 | R | 10 | 2 | X | 40,000 | (40,000) | - |
| Reg. Cab Flat bed+water tank+pump, GMC 2500 (DMS 007) | MSD | 861-000 -140,000 | R | 10 | 2 | X | 60,000 | (60,000) | - |
| *Sld Steer Loader, Bobcat MY96 (DMS 022) | MSD | 861-000 -140,000 | R | 10 | 2 | X | 80,000 | (80,000) | - |
| *Sld Steer Loader, Bobcat MY98 (DMS 023) | MSD | 861-000 -140,000 | R | 10 | 2 | X | 80,000 | (80,000) | - |
| Municipal Sidewalk Tractor, Holder (DMS 022+DMS 023) | MSD | 861-000 -140,000 | R | 10 | 2 | X | 120,000 | (120,000) | - |
| *Small Loader, Case MY03 (DMS 106) | MSD | 861-000 -140,000 | R | 10 | 2 | X | 190,000 | (190,000) | - |
| Municipal Sidewalk Tractor, Holder (DMS 108) | MSD | 861-000 -140,000 | R | 10 | 2 | X | 120,000 | (120,000) | - |
| *Sidewalk Mini Sweeper, Lincoln-American MY96 (DMS 006) | MSD | 861-000 -140,000 | R | 10 | 2 | X | 25,000 | (25,000) | - |
| ATTACH - Mini SW Tractor Vacuum/Sweeper, Holder (DMS 006) | MSD | 861-000 -140,000 | N | 5 | 2 | X | 30,000 | (30,000) | - |
| ATTACH - Leaf Loader, Tink Claw MY03 (DMS 409) | MSD | 861-000 -140,000 | N | 5 | 2 | X | 25,000 | (25,000) | - |
| ATTACH - Mini SW Tractor Leaf Loader, Holder (DMS 406) | MSD | 861-000 -140,000 | N | 5 | 2 | X | 25,000 | (25,000) | - |
| ATTACH - Mini SW Tractor Plow, Holder | MSD | 861-000 -140,000 | N | 5 | 2 | X | 10,000 | (10,000) | - |
| ATTACH - Mini SW Tractor V-Plow, Holder | MSD | 861-000 -140,000 | N | 5 | 2 | X | 15,000 | (15,000) | - |

PLYMOUTH POLICE DEPARTMENT MEMORANDUM

TO: PAUL SINCOCK, CITY MANAGER
FROM: A.L. COX, DIRECTOR OF PUBLIC SAFETY *A.L. Cox*
SUBJECT: REPLACEMENT OF TWO TAHOE POLICE PATROL VEHICLES
DATE: 1/30/2024

BACKGROUND

The police department patrol fleet is made up of six (6) Chevrolet Tahoes. Each vehicle generally has a lifespan of four to five years, resulting in the need to purchase one to two replacement vehicles each budget year. As anticipated for this budget year, the department is currently in need of replacing two patrol vehicles that have reached end of life for policing purposes.

As you are aware, procuring patrol vehicles has been extremely difficult over the last four years, in terms of manufacturer and dealership availability. This has not changed and only seems to have gotten worse since the UAW strike of 2023. Having said that, Berger Chevrolet in Grand Rapids is able to provide us with two (2) Chevrolet Tahoe Police Patrol Vehicles (PPV) at a cost of \$52,218.00 each, for a total cost of \$104,436.00. We have done business with Berger Chevrolet in the past and have been very happy with their service and product.

RECOMMENDATION

Police patrol vehicles are workhorses that operate almost continuously, and while we don't engage in police pursuits or emergency driving on every shift, these vehicles experience a significant amount of operational wear and tear. For this reason, these vehicles require regular maintenance, repair when necessary, and replacement when they are at the end of useful life. In order to provide for this while also keeping a full contingent of officers on the road, we must maintain our current fleet size. For this reason, I respectfully request that the City Commission authorize the purchase of two (2) Chevrolet Tahoe PPVs at a cost of \$52,218.00 each for a total cost of \$104,436.00 from Berger Chevrolet, in Grand Rapids. It should be noted that we have been approved for grant funding by the State of Michigan Department of Labor and Economic Opportunity for one police patrol vehicle in the amount of \$50,000.

If you have any questions or concerns, please let me know. Thank you for your time and attention in this matter.

BID PER ENCLOSED SPECIFICATIONS

Cost per vehicle \$52,218.00

Vehicle Description:

Number of units 2

Year 2024

Make Chevrolet

Total Bid Amount \$104,436.00

Model Tahoe 4wd
police package

Vendor:

Berger Chevrolet Inc.

Bid Prepared For :

Address 2525 28th Street S.E.

City of Plymouth

Grand Rapids, MI 49512

Phone (616) 949-5200

Fax (616) 988-9178

Price includes title fee and delivery. Price based on
Municipal discount in the State of Michigan.

Signature *Robert Evans*

Printed Signature Robert M. Evans

Date 1/30/2024

GRANT BETWEEN
THE STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
AND
CITY OF PLYMOUTH

GRANTEE/ADDRESS:

Al Cox
City of Plymouth
201 S Main
Plymouth, MI 48170
734-453-1234 ext 226
acox@plymouthpolice.org

GRANT ADMINISTRATOR/ADDRESS:

Jim Wilson
Michigan Department of Labor & Economic Opportunity
2501 Woodlake Circle
Okemos, MI 48864
wilsonj4@michigan.gov

GRANT PERIOD:

October 1, 2023 to September 30, 2025

TOTAL AUTHORIZED BUDGET: \$50,000.00

| | | |
|-----------------------|----|------------------|
| Federal Contribution: | \$ | |
| State Contribution: | \$ | <u>50,000.00</u> |
| Local Contribution: | \$ | |
| Other Contributions: | \$ | |

SIGMA Vendor I.D.: CV0047910

SIGMA Payment Address Code: 006

ACCOUNTING DETAIL: Accounting Template No.: 186PUB176SAFE

RESOLUTION

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

WHEREAS The City of Plymouth operates a police department to help protect the
Public health, safety, and welfare, and

WHEREAS From time-to-time vehicles used by the various Departments need to be
Replaced, and

WHEREAS There is a need to replace two special service Chevrolet Tahoe units, and

WHEREAS The City of Plymouth received a proposal from Berger Chevrolet using the
MIDeal Plan to purchase two (2) Special Services Vehicles.

NOW THEREFORE BE IT RESOLVED THAT the Plymouth City Commission authorize the purchase of two (2) new Special Services Chevrolet Tahoes in the amount of \$52,218.00 each for a total expenditure of \$104,436.00. Further, funding for this purchase is authorized from the Equipment Fund and reimbursement from a State Grant in the amount of \$50,000.00.



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 MDSHA Grant Application - 02-05-24.docx*
Date: January 31, 2024
RE: Authorization for MDSHA Grant Application

Background

The City has an opportunity to apply for grant funding from the State of Michigan State Housing Development Authority (MDSHA) to assist with work related to implementation of the Zoning Audit. We would be applying for the maximum amount of \$50,000 from MDSHA, which would be leveraged by \$20,000 from the City of Plymouth.

We have attached a memorandum from Greta Bolhuis, our Planning/Community Development Director, which outlines the scope of the grant, as well as how the grant would assist with our work product. This memorandum from Greta Bolhuis should provide a significant amount of background information on this grant application and the work that will be a result of the grant.

We will note that the Strategic Plan calls for the Administration to "seek additional, supplemental governmental funding." This would be one of the grants that we have "in the hopper" at this time.

Recommendation

The City Administration recommends that the City Commission authorize a grant application through the Michigan State Housing and Development Authority in the amount of \$50,000, which a match from the City in the amount of \$20,000.

We have attached a memorandum providing additional background information on the grant program and this application helps to meet the City Commission's Strategic Plan one-year tasks.

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

ADMINISTRATIVE RECOMMENDATION

To: Paul J. Sincock, City Manager
From: Greta Bolhuis, AICP, Planning & Community Development Director
Date: January 29, 2024
Re: MSHDA Housing Readiness Grant Resolution of Support

ARB

BACKGROUND:

As you are aware, the City of Plymouth has a Zoning Audit Implementation Report that lays out a work plan for the next five years of planning and zoning efforts. The work plan outlines the changes necessary to update the Master Plan (year one), complete quick zoning ordinance updates (year two), recodify the Zoning Ordinance (year three and four), and evaluate zoning changes during Master Plan update (year five).

The city was made aware of an opportunity for grant funding that would assist with the implementation of the Zoning Audit findings related to housing. The Housing Readiness Incentive Grant Program is offered by Michigan State Housing Development Authority (MSHDA) for a maximum amount of \$50,000. The City of Plymouth is an eligible applicant due to our Essentials status which was recognized by the Redevelopment Ready Communities (RRC) program in April 2022. Eligible activities include costs associated with the adoption of land use policies, master plan updates, zoning text amendments, and similar actions to encourage increasing housing supply and affordability.

The following eligible activities are outlined in the Zoning Audit and are the proposed grant activities:

- Master Plan updates:
 - o Determine the existing and desired multi-family building types that work best in the existing context of the city and then design future land use regulations based on the examples and analysis.
 - o Decide the appropriate densities and building forms, and then adjust the future land use map accordingly.
- Zoning Ordinance updates:
 - o Expand the RT-1 zoning district to allow triplexes as a principal permitted use or create a RT-2 zoning district that allows a breadth of "missing middle" housing.
 - o Clarify minimum lot sizes and maximum densities and eliminate formulas based on the number of rooms as a ratio of site area in multi-family districts.
 - o Update multi-family zoning districts to match density and housing types with the Master Plan.
 - o Allow smaller than 60-foot wide lots to continue when underlying plat and existing pattern of residential development supports it.
 - o Allow detached accessory dwelling units in strategic locations.

- Create a low density single-family zoning district with the appropriate lot width and size to protect the character of those neighborhoods planned for single-family low density.

A community match is not required to apply for this grant program; however, staff requests the leverage of funds from the Public Improvement fund 445 000 531.000 to support and strengthen the application. Staff discussed leveraged funds with the Finance Director, the amount of which shall not exceed \$20,000.

RECOMMENDATION:

Staff recommends that the City Commission approve the enclosed resolution of support for the MSHDA Housing Readiness Grant.

If you have any questions, please contact me directly.

RESOLUTION

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

- WHEREAS The City of Plymouth was granted Essentials status from the MEDC Redevelopment Ready Communities program in 2022, and
- WHEREAS The City of Plymouth has a Zoning Audit Implementation Report that was completed in 2023, and
- WHEREAS The City Commission of the City of Plymouth has reviewed the proposed activities eligible for the Housing Readiness Incentives Grant Program offered by MSHDA for an amount not to exceed \$50,000, and
- WHEREAS The City Commission of City of Plymouth is leveraging funds from account 445 000 531.000 not to exceed \$20,000 from the Public Improvement fund to support the grant application, and
- WHEREAS MSHDA requires an authorized signatory for the executed contract.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the Resolution of Support for participation in the Housing Readiness Incentives Grant Program offered Michigan State Housing Development Authority (MSHDA).

BE IT FURTHER RESOLVED THAT the Planning and Community Development Director or the Mayor of the City of Plymouth is authorized to sign the executed contract on behalf of the City and the City Clerk shall include a complete copy of the resolution in the meeting minutes of this City Commission meeting.



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. Sincok, City Manager
CC: S:\Manager\Sincok Files\Memorandum - Bond Authorizing Resolution 2024 - 02-05-24.docx
Date: January 30, 2024
RE: Bond Authorizing Resolution 2024 Unlimited Tax General Obligation Bonds

Background

The City Commission will need to adopt a Bond Authorizing Resolution as a step in the second set of bonds that were authorized by the voters in November of 2019. It is important to note this bond sale is the second in a series and will authorize up to \$5,386,118.95 of the authorized \$12,280,000. The Commission will recall that the purpose is selling the bonds in two series is to not to bring in all the money at once and overwhelm the City's ability to manage the roads projects and to spread the tax implications out as previous bond issues are paid off.

Again, this is the next step in the sale of the bonds for road projects that will start this spring and summer. The City Commission will have additional official actions to take as the bond sale comes to closure. In addition, Finance Director John Scanlon and the City Manager will have several additional steps that we will need to complete prior to the sale of the bonds. We will be continuing to work with our Bond Attorney, Pat McGow from Miller Canfield and our Financial Advisor, Warren Creamer from Municipal Financial Consultants, Inc (MFCI). We have also attached a timeline of events for your information.

The Bond Attorney Pat McGow has provided a letter to the City Commission explaining in detail this proposed action with regards to the sale of the bonds. He has also prepared the Resolution to authorize the 2024 Unlimited Tax General Obligation Bond *(starts on 3rd page of his letter)* and he will be in attendance on Monday night.

RECOMMENDATION:

The City Administration recommends that the City Commission adopt the Resolution Authorizing the 2024 Unlimited Tax General Obligation Bonds *(page 3 of attorney's letter)*. Bond Attorney Pat McGow will be at our meeting on Monday night to answer any questions related to the bonds, the process related to the sale of bonds or types of bonds.

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

City of Plymouth
2024 Unlimited Tax General Obligation Bonds
Proposed Financing Timetable

| January | | | | | | | February | | | | | | | March | | | | | | | April | | | | | | |
|---------|----|----|----|----|----|----|----------|----|----|----|----|----|----|-------|----|----|----|----|----|----|-------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | | | | | | 1 | 2 | 3 | | | | | | 1 | 2 | | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | | 25 | 26 | 27 | 28 | 29 | | | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 28 | 29 | 30 | | | | |

31

| <u>Date</u> | <u>Event</u> |
|-----------------------------------|--|
| January 29, 2024 | MFCI requests Schedule of Required Information from the City. |
| February 2, 2024 | MFCI distributes Preliminary Official Statement (POS) to working group for comments. |
| February 2, 2024 | MFCI requests S&P rating and qualification for bond insurance. |
| February 5, 2024 | City adopts Bond Authorizing Resolution. |
| February 6, 2024 | City returns Schedule of Required Information to MFCI. |
| February 13, 2024 | Working group provides MFCI comments on draft of POS. |
| Week of February 12 th | Rating preparation call with City and MFCI. |
| Week of February 12 th | Rating conference call with S&P, City and MFCI. |
| Week of February 26 th | Due diligence conference call with City, Bond Counsel and MFCI. |
| March 5, 2024 | MFCI receives S&P rating. |
| March 5, 2024 | MFCI distributed POS. |
| March 6, 2024 | Publication of Notice of Sale. |
| March 13, 2024 | Competitive Sale 11:00 a.m. |
| March 14, 2024 | MFCI distributes draft of closing letter and Final Official Statement (FOS). |
| March 19, 2024 | Comments due from working group to MFCI on closing letter and FOS. |
| March 20, 2024 | MFCI distributes FOS to working group. |
| April 3, 2024 | Closing of the Bonds. |

Founded in 1852
by Sidney Davy Miller



MICHIGAN
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POLAND
QATAR

PATRICK F. MCGOW
TEL (313) 496-7684
FAX (313) 496-8450
E-MAIL mcgow@millercanfield.com

Miller, Canfield, Paddock and Stone, P.L.C.
150 West Jefferson, Suite 2500
Detroit, Michigan 48226
TEL (313) 963-6420
FAX (313) 496-7500
www.millercanfield.com

January 29, 2024

Mr. John Scanlon, Finance Director
City of Plymouth
201 South Main Street
Plymouth, MI 48170

Re: City of Plymouth Bond Authorizing Resolution

Dear John:

I have enclosed a Resolution Authorizing 2024 Unlimited Tax General Obligation Bonds to be considered for approval by the City Commission at its meeting on Monday, February 5th. The Resolution authorizes the issuance of the Bonds in an amount not to exceed \$5,386,118.95 as the second and final series of bonds approved by the voters at the November 2019 election to pay the cost of acquiring and constructing street improvements throughout the City, consisting of paving, repaving, resurfacing, reconstructing and improving streets, including curb, gutter, sidewalk, drainage, streetscape, traffic signalization, crosswalk and related improvements (the "Project"). The proceeds of the Bonds may also be used to pay costs of issuance on the Bonds.

The Resolution is based upon the bond specifications prepared by the City's financial advisor, MFCI, LLC. The Resolution sets forth the terms of the Bonds, the form of Bonds, the form of the Notice of Sale and all other items required by law. The Resolution provides for a competitive sale of the Bonds. There are some blanks in the Resolution in the form of the Bond and Notice of Sale that do not need to be completed at or prior to adoption but will instead be completed in the final Bond form and Notice of Sale once the final terms have been determined.

The Bonds will be unlimited tax general obligations of the City and secured by the City's unlimited tax full faith and credit pledge. The City is authorized to levy a debt millage each year in excess of its charter millage tax rate limitations in any amount necessary to pay the debt service on the Bonds. The Resolution authorizes the City Manager and Finance Director/Treasurer to take all other steps necessary related to the issuance of the Bonds and delegates the authority to those officials to award the Bonds to the bidder whose bid produces the lowest interest cost to the City at the time of receipt of the bids. The enclosed Resolution is the final approval from the City Commission needed for this bond issue.

If the Bond Authorizing Resolution is approved, the next step would be to finalize the Preliminary Official Statement and information for rating agencies to proceed to a bond sale.

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

Mr. John Scanlon, Finance Director

-2-

January 29, 2024

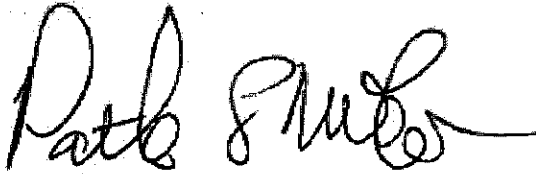
There are no publication requirements with respect to this resolution. My office will make arrangements for the publication of the Official Notice of Sale in The Bond Buyer prior to the bond sale.

If approved, the Bonds are expected to be sold around March 10th. The bond proceeds would be available around April 3rd, which is the tentative closing date for the Bonds.

I plan to attend the City Commission meeting next week to answer any questions. I would appreciate it if you could send me three certified copies of the enclosed Resolution after its adoption. If you have any questions, please do not hesitate to contact me.

Very truly yours,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

A handwritten signature in black ink, appearing to read "Patrick F. McGow", written over a horizontal line.

By:

Patrick F. McGow

Cc: Paul Sincock
Warren M. Creamer

41681202.1/071048.00048

**RESOLUTION AUTHORIZING
2024 UNLIMITED TAX GENERAL OBLIGATION BONDS**

CITY OF PLYMOUTH
County of Wayne, State of Michigan

Minutes of a regular meeting of the City Commission of the City of Plymouth, County of Wayne, State of Michigan, held on February 5, 2024, at 7:00 p.m., prevailing Eastern Time.

PRESENT: Members: _____

ABSENT: Members: _____

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, the qualified electors of the City of Plymouth, County of Wayne, State of Michigan (the "City"), at the election duly called and held on November 5, 2019, did by more than the required majority of those voting approve the following proposition (the "Bond Proposal"):

Street Improvements Bond Proposal

Shall the City of Plymouth, County of Wayne, Michigan, borrow the principal sum of not to exceed Twelve Million Two Hundred Eighty Thousand Dollars (\$12,280,000), and issue its unlimited tax general obligation bonds, in one or more series, payable in not to exceed ten (10) years from the date of issue of each series, to pay the cost of acquiring and constructing street improvements throughout the City, consisting of paving, repaving, resurfacing, reconstructing and improving streets, including curb, gutter, sidewalk, drainage, streetscape, traffic signalization, crosswalk and related improvements? If approved, the estimated millage to be levied in 2020 is 1.2721 mills (\$1.27 per \$1,000 of taxable value) and the estimated simple average annual millage rate required to retire the bonds is 2.1250 mills (\$2.13 per \$1,000 of taxable value).

WHEREAS, the City previously issued its 2020 Unlimited Tax General Obligation Bonds on April 1, 2020, in the principal amount of \$6,140,000, which together with an additional \$753,881.05 in premium received in connection with the issuance of the bonds, resulted in a total bond issue price of \$6,893,881.05; and

WHEREAS, the City now desires to authorize the issuance of a second and final series of bonds pursuant to the Bond Proposal in the remaining amount of not to exceed Five Million Three

Hundred Eighty-Six Thousand One Hundred Eighteen Dollars and Ninety-Five Cents (\$5,386,118.95), to pay the cost of the improvements described in the Bond Proposal (the "Project").

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bonds; Bond Terms. Bonds of the City designated 2024 UNLIMITED TAX GENERAL OBLIGATION BONDS (the "Bonds") are authorized to be issued in the aggregate principal sum of not to exceed Five Million Three Hundred Eighty-Five Thousand Dollars (\$5,385,000), for the purpose of paying the costs of the Project, including the costs incidental to the issuance, sale and delivery of the Bonds. The issue shall consist of bonds in fully-registered form of the denomination of \$5,000, or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, numbered consecutively in order of registration, dated as of the date of delivery, or such other date as determined by the City Manager or Finance Director (each an "Authorized Officer"), at the time of sale of the Bonds. The Bonds shall bear interest, mature and be payable at the times and in the manner set forth in Sections 6 and 7 hereof.

The Bonds shall bear interest at a rate or rates to be determined at the time of the sale thereof, but in any event not to exceed six percent (6%) per annum, payable on October 1, 2024 (or such date as determined at the time of the sale thereof) and semiannually thereafter. The Bonds shall be sold at public sale at a price not less than 99% of the principal amount thereof.

The Bonds may be subject to redemption prior to maturity in the manner and at the times and prices set forth in Sections 6 and 7 hereof and if term bonds are selected by the original purchaser of the Bonds, then the Bonds will be subject to mandatory redemption in accordance with the foregoing maturity schedule at par.

Interest shall be payable to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. The principal of the Bonds shall be payable at a bank or trust company as a registrar and transfer agent for the Bonds (the "Transfer Agent"), to be selected by an Authorized Officer at the time of sale of the Bonds, provided that in the event that the Bonds are purchased by a single institutional investor the City Treasurer may act as the Transfer Agent.

The Bonds may be issued in book-entry only form through The Depository Trust Company in New York, New York ("DTC") and each Authorized Officer is authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Bonds in book-entry only form and to make such changes in the Bond Form within the parameters of this resolution as may be required to accomplish the foregoing.

2. Execution of Bonds. The Bonds of this issue shall be executed in the name of the City with the manual or facsimile signatures of the Mayor and City Clerk and shall have the seal of the City, or a facsimile thereof, printed or impressed on the Bonds. No Bond executed by facsimile signatures shall be valid until authenticated by an authorized officer or representative of

the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by the Transfer Agent to the purchaser or other person in accordance with instructions from an Authorized Officer upon payment of the purchase price for the Bonds in accordance with the bid therefor when accepted.

3. Transfer of Bonds. The Transfer Agent shall keep the books of registration for this issue on behalf of the City. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner's duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer.

Unless waived by any registered owner of Bonds to be redeemed, official notice of redemption shall be given by the Transfer Agent on behalf of the City. Such notice shall be dated and shall contain at a minimum the following information: original issue date; maturity dates; interest rates; CUSIP numbers, if any; certificate numbers (and in the case of partial redemption) the called amounts of each certificate; the place where the Bonds called for redemption are to be surrendered for payment; and that interest on the Bonds or portions thereof called for redemption shall cease to accrue from and after the redemption date.

In addition, further notice shall be given by the Transfer Agent in such manner as may be required or suggested by regulations or market practice at the applicable time, but no defect in such further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if notice thereof is given as prescribed herein.

4. Debt Retirement Fund; Unlimited Tax Pledge; Defeasance of Bonds. The City Treasurer is authorized and directed to open a depository account with a bank or trust company designated by the City Commission, to be designated 2024 UNLIMITED TAX GENERAL OBLIGATION BONDS DEBT RETIREMENT FUND (the "Debt Retirement Fund"), the moneys to be deposited into the Debt Retirement Fund to be specifically earmarked and used solely for the purpose of paying principal of and interest on the Bonds as they mature. The City hereby pledges its unlimited tax full faith and credit for the prompt payment of the Bonds. All proceeds from taxes levied for the Debt Retirement Fund shall be deposited into the Debt Retirement Fund as collected. Commencing with the year 2024, there shall be levied upon the tax rolls of the City for the purpose of the Debt Retirement Fund each year, in the manner required by the provisions of Act 34, Public Acts of Michigan, 2001, as amended, an amount sufficient so that the estimated collection therefrom will be sufficient to promptly pay, when due, the principal of and interest on the Bonds becoming due prior to the next annual tax levy; provided, however, that if at the time of making any such annual tax levy there shall be other funds available or surplus moneys on hand in the Debt Retirement Fund for the payment of principal of and interest on the Bonds, then credit therefor may be taken against such annual levy for the Debt Retirement Fund.

In the event cash or direct obligations of the United States or obligations the principal of

and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this resolution shall be defeased and the owners of the Bonds shall have no further rights under this resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

5. Construction Fund; Proceeds of Bond Sale. The City Treasurer is authorized and directed to open a separate depository account with a bank or trust company designated by the City Commission, to be designated 2024 UNLIMITED TAX GENERAL OBLIGATION BONDS CONSTRUCTION FUND (the "Construction Fund") and deposit into said Construction Fund the proceeds of the Bonds less accrued interest, if any, which shall be deposited into the Debt Retirement Fund. The moneys in the Construction Fund shall be used solely to pay the costs of the Project and the costs of issuance of the Bonds.

6. Bond Form. The Bonds shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF WAYNE

CITY OF PLYMOUTH

2024 UNLIMITED TAX GENERAL OBLIGATION BOND

| <u>Interest Rate</u> | <u>Maturity Date</u> | <u>Date of Original Issue</u> | <u>CUSIP</u> |
|--------------------------|--------------------------|-----------------------------------|--------------|
| | April 1, ____ | ____, 2024 | |

Registered Owner:

Principal Amount: _____ Dollars

The City of Plymouth, County of Wayne, State of Michigan (the "City"), acknowledges itself to owe and for value received hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, [unless prepaid prior thereto as hereinafter provided,] with interest thereon (computed on the basis of a 360-day year consisting of twelve 30-day months) from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on October 1, 2024 and semiannually thereafter. Principal of this bond is payable at the corporate trust office of The Huntington National Bank, Grand Rapids, Michigan, or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner not less than sixty (60) days prior to any interest payment date (the "Transfer Agent"). Interest on this bond is payable to the registered owner of record as of the fifteenth (15th) day of the month preceding the interest payment date as shown on the registration books of the City kept by the Transfer Agent by check or draft mailed to the registered owner of record at the registered address. For prompt payment of this bond, both principal and interest, the full faith, credit and resources of the City are hereby irrevocably pledged.

This bond is one of a series of bonds aggregating the principal sum of \$_____, issued for the purpose of paying the cost of acquiring and constructing street improvements throughout the City and paying costs incidental to the issuance of the series of bonds in pursuance of a vote of the qualified electors of the City voting thereon at an election duly called and held on November 5, 2019.

[Bonds of this issue shall not be subject to redemption prior to maturity.]

[Insert Mandatory and/or Optional Redemption Provisions, if applicable]

This bond is transferable only upon the registration books of the City kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly

authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing, and thereupon a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the resolution authorizing this bond and upon the payment of the charges, if any, therein prescribed.

This bond is payable out of the City's Debt Retirement Fund for this issue and in order to make such payment, the City is required each year to levy taxes on all taxable property within the boundaries of the City for such payment, without limitation as to either rate or amount.

It is hereby certified and recited that all acts, conditions and things required by law to be done, precedent to and in the issuance of this bond and the series of bonds of which this is one, exist and have been done and performed in regular and due form and time as required by law, and that the total indebtedness of the City, including this bond, does not exceed any constitutional, statutory or charter debt limitation.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the City of Plymouth, by its City Commission, has caused this bond to be signed in the name of the City by the facsimile signatures of its Mayor and City Clerk and a facsimile of its corporate seal to be printed hereon, all as of the Date of Original Issue.

CITY OF PLYMOUTH

County of Wayne

State of Michigan

By: _____
Its Mayor

(SEAL)

By: _____
Its City Clerk

(Form of Transfer Agent's Certificate of Authentication)

DATE OF AUTHENTICATION:

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within-mentioned resolution.

_____, Michigan
Transfer Agent

By: _____
Authorized Signatory

[Bond printer to insert form of assignment]

7. Notice of Sale. The City Clerk is authorized to fix a date of sale for the Bonds and to arrange to publish a notice of sale of the Bonds in ***The Bond Buyer***, New York, New York, which notice of sale shall be in substantially the following form:

OFFICIAL NOTICE OF SALE

\$ _____ *

CITY OF PLYMOUTH
COUNTY OF WAYNE, STATE OF MICHIGAN
2024 UNLIMITED TAX GENERAL OBLIGATION BONDS

**Subject to adjustment as provided in this Notice of Sale*

Bids for the purchase of the above bonds will be received in the manner described in this Official Notice of Sale on Wednesday, March 13, 2024 until 11:00 a.m., prevailing Eastern Time, at which time and place said bids will be opened and read. The award or rejection of bids will occur on the same date.

ELECTRONIC BIDS: Bidders may submit bids for the purchase of the above bonds as follows:

Electronic bids may be submitted to the Municipal Advisory Council of Michigan at munibids@macmi.com; provided that electronic bids must arrive before the time of sale and the bidder bears all risks of transmission failure.

Electronic bids will also be received on the same date and until the same time by Bidcomp/Parity as agent of the undersigned. Further information about Bidcomp/Parity, including any fee charged, may be obtained from Bidcomp/Parity, Anthony Leyden or CLIENT SERVICES, 1359 Broadway, Second Floor, New York, New York 10010, (212) 849-5021. IF ANY PROVISION OF THIS NOTICE OF SALE SHALL CONFLICT WITH INFORMATION PROVIDED BY BIDCOMP/PARITY, AS THE APPROVED PROVIDER OF ELECTRONIC BIDDING SERVICES, THIS NOTICE SHALL CONTROL.

Bidders may choose any means or location to present bids but a bidder may not present a bid in more than one location or by more than one means.

BOND DETAILS: The bonds will be registered bonds of the denomination of \$5,000 or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, originally dated as of the date of initial delivery, numbered in order of registration, and will bear interest from their date payable on October 1, 2024, and semiannually thereafter.

The bonds will mature on the 1st day of April in each of the years, as follows:

| | |
|------|-----------|
| 2025 | \$440,000 |
| 2026 | 465,000 |
| 2027 | 485,000 |
| 2028 | 505,000 |
| 2029 | 525,000 |
| 2030 | 545,000 |
| 2031 | 570,000 |
| 2032 | 595,000 |
| 2033 | 615,000 |

*ADJUSTMENT OF TOTAL PAR AMOUNT OF BONDS AND PRINCIPAL MATURITIES: The City reserves the right to decrease the aggregate principal amount of the bonds after receipt of the bids and prior to final award, if necessary, so that the purchase price of the bonds will provide an amount determined by the City to be sufficient to construct the project and to pay costs of issuance of the bonds. The adjustments, if necessary, will be in increments of \$5,000. The purchase price will be adjusted proportionately to the increase or decrease in issue size, but the interest rates specified by the successful bidder for all maturities will not change. The successful bidder may not withdraw its bid as a result of any changes made within these limits.

*ADJUSTMENT TO PURCHASE PRICE: Should any adjustment to the aggregate principal amount of the bonds be made by the City, the purchase price of the bonds will be adjusted by the City proportionally to the adjustment in principal amount of the bonds. The adjusted purchase price will reflect changes in the dollar amount of the underwriter's discount and original issue discount/premium, if any, but will not change the per-bond underwriter's discount as calculated from the bid and initial reoffering prices.

NO OPTIONAL REDEMPTION OF BONDS: Bonds of this issue shall not be subject to optional redemption prior to maturity.

TERM BOND OPTION: The initial purchaser of the bonds may designate any one or more maturities from April 1, 2025 through the final maturity as term bonds and the consecutive maturities on or after the year 2025 which shall be aggregated in the term bonds. The amounts of the maturities which are aggregated in a designated term bond shall be subject to mandatory redemption on April 1 of the years and in the amounts set forth in the above maturity schedule at a redemption price of par, plus accrued interest to the date of mandatory redemption. Term bonds or portions thereof mandatorily redeemed shall be selected by lot. Any such designation must be made at the time bids are submitted and must be listed on the bid.

INTEREST RATE AND BIDDING DETAILS: The bonds shall bear interest at rate or rates not exceeding six (6%) per annum, to be fixed by the bids therefor, expressed in multiples of 1/8 or 1/100 of 1%, or both. The interest on any one bond shall be at one rate only and all bonds maturing in any one year must carry the same interest rate. The difference between the highest and lowest interest rates bid shall not exceed three percent (3%) per annum. No proposal for the purchase of less than all of the bonds or at a price less than 99% will be considered.

BOOK-ENTRY OPTION: Upon the request of the successful bidder, the bonds will be issued in book-entry only form as one fully registered bond per maturity and will be registered in the name of Cede & Co., as bondholder and nominee for The Depository Trust Company ("DTC"), New York, New York. DTC will act as securities depository for the bonds. In the event of registration with DTC, the purchaser will not receive certificates representing their interest in bonds purchased. It will be the responsibility of the purchaser to obtain DTC eligibility. Failure of the purchaser to obtain DTC eligibility shall not constitute cause for a failure or refusal by the purchaser to accept delivery of and pay for the bonds. In the alternative, the successful bidder may request bond certificates to be delivered to the purchaser as one fully registered bond per maturity.

TRANSFER AGENT AND REGISTRATION: Principal shall be payable at the principal corporate trust office of The Huntington National Bank, Grand Rapids, Michigan, or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner of record not less than 60 days prior to an interest payment date. Interest shall be paid by check mailed to the registered owner of record as shown on the registration books of the City as of the 15th day prior to an interest payment date. The bonds will be transferred only upon the registration books of the City kept by the transfer agent.

PURPOSE AND SECURITY: The bonds were authorized at an election held on November 5, 2019 for the purpose of paying the cost of acquiring and constructing street improvements throughout the City. The bonds will pledge the full faith and credit of the City for payment of the principal and interest thereon and will be payable from ad valorem taxes which may be levied without limitation as to rate or amount. The rights or remedies of bondholders may be affected by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally now existing or hereafter enacted and by the application of general principles of equity including those relating to equitable subordination.

AWARD OF BONDS: The bonds will be awarded to the bidder whose bid produces the lowest true interest cost determined in the following manner: the lowest true interest cost will be the single interest rate (compounded on October 1, 2024 and semi-annually thereafter) necessary to discount the debt service payments from their respective payment date to _____, 2024, in an amount equal to the price bid, excluding accrued interest. Each bidder shall state in its bid the true interest cost to the City, computed in the manner specified above.

TAX MATTERS: In the opinion of Miller, Canfield, Paddock and Stone, P.L.C., bond counsel, under existing law, assuming compliance with certain covenants, interest on the bonds is excludable from gross income for federal income tax purposes as described in the opinion, and the bonds and interest thereon are exempt from all taxation by the State of Michigan or by any taxing authority within the State of Michigan except estate taxes and taxes on gains realized from the sale, payment or other disposition thereof.

ISSUE PRICE: The winning bidder shall assist the City in establishing the issue price of the bonds and shall execute and deliver to the City at closing an "issue price" or similar certificate setting forth the reasonably expected initial offering price to the public or the sales price or prices of the bonds, together with the supporting pricing wires or equivalent communications, substantially in the form attached either as Appendix G-1 or Appendix G-2 of the preliminary Official Statement, with such modifications as may be appropriate or necessary, in the reasonable judgment of the winning bidder, the City and Bond Counsel.

The City intends that the provisions of Treasury Regulation Section 1.148-1(f)(3)(i) (defining "competitive sale" for purposes of establishing the issue price of the bonds) will apply to the initial sale of the bonds (the "Competitive Sale Requirements") because:

- a. the City is disseminating this Notice of Sale to potential underwriters in a manner that is reasonably designed to reach potential underwriters;
- b. all bidders shall have an equal opportunity to bid;

- c. the City anticipates receiving bids from at least three underwriters of municipal bonds who have established industry reputations for underwriting new issuances of municipal bonds; and
- d. the City anticipates awarding the sale of the bonds to the bidder who submits a firm offer to purchase the bonds at the lowest true interest cost, as set forth in this Notice of Sale.

Any bid submitted pursuant to this Notice of Sale shall be considered a firm offer for the purchase of the bonds, as specified in the bid.

In the event that all of the Competitive Sale Requirements are not satisfied, the City shall so advise the winning bidder. The City will not require bidders to comply with the "hold-the-offering price rule" (as described below), and therefore does not intend to use the initial offering price to the public as of the sale date of any maturity of the bonds as the issue price of that maturity, though the winning bidder, in consultation with the City, may elect to apply the "hold-the-offering price rule" (as described below). Bids will not be subject to cancellation in the event the Competitive Sale Requirements are not satisfied. Unless a bidder intends to apply the "hold-the-offering price rule" (as described below), bidders should prepare their bids on the assumption that all of the maturities of the bonds will be subject to the 10% Test (as described below). The winning bidder must notify the Issuer of its intention to apply either the "hold-the-offering price rule" or the 10% Test at or prior to the time the bonds are awarded.

If the winning bidder does not request that the "hold-the-offering price rule" apply to determine the issue price of the bonds, then the following two paragraphs shall apply:

- a. The Issuer shall treat the first price at which 10% of a maturity of the bonds (the "10% Test") is sold to the public as the issue price of that maturity, applied on a maturity-by-maturity basis. The winning bidder shall advise the Issuer if any maturity of the Bonds satisfies the 10% Test as of the date and time of the award of the bonds; and
- b. Until the 10% Test has been satisfied as to each maturity of the bonds, the winning bidder agrees to promptly report to the Issuer the prices at which the unsold bonds of that maturity have been sold to the public. That reporting obligation shall continue, whether or not the closing date has occurred, until either (i) all bonds of that maturity have been sold or (ii) the 10% Test has been satisfied as to the bonds of that maturity, provided that, the winning bidder's reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the Issuer or bond counsel.

If the winning bidder does request that the "hold-the-offering price rule" apply to determine the issue price of the bonds, then the following three paragraphs shall apply:

- a. The winning bidder, in consultation with the Issuer, may determine to treat (i) pursuant to the 10% Test, the first price at which 10% of a maturity of the bonds is sold to the public as the issue price of that maturity and/or (ii) the initial offering price to the public as of the sale date of any maturity of the bonds as the issue price

of that maturity (the “hold-the-offering price rule”), in each case applied on a maturity-by-maturity basis. The winning bidder shall advise the Issuer if any maturity of the bonds satisfies the 10% Test as of the date and time of the award of the bonds. The winning bidder shall promptly advise the Issuer, at or before the time of award of the bonds, which maturities of the bonds shall be subject to the 10% Test or shall be subject to the hold-the-offering price rule or both.

- b. By submitting a bid, the winning bidder shall (i) confirm that the underwriters have offered or will offer the bonds to the public on or before the date of the award at the offering price or prices (the “initial offering price”), or at the corresponding yield or yields, set forth in the bid submitted by the winning bidder, and (ii) if the hold-the-offering-price rule applies, agree, on behalf of the underwriters participating in the purchase of the bonds, that the underwriters will neither offer nor sell unsold bonds of any maturity to which the hold-the-offering-price rule shall apply to any person at a price that is higher than the initial offering price to the public during the period starting on the sale date and ending on the earlier of the following:
 - i. the close of the fifth (5th) business day after the sale date; or
 - ii. the date on which the underwriters have sold at least 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public;

The winning bidder shall promptly advise the Issuer when the underwriters have sold 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public, if that occurs prior to the close of the fifth (5th) business day after the sale date.

- c. The Issuer acknowledges that, in making the representation set forth above, the winning bidder will rely on (i) the agreement of each underwriter to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in an agreement among underwriters and the related pricing wires, (ii) in the event a selling group has been created in connection with the initial sale of the bonds to the public, the agreement of each dealer who is a member of the selling group to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in a selling group agreement and the related pricing wires, and (iii) in the event that an underwriter or dealer who is a member of the selling group is a party to a third-party distribution agreement that was employed in connection with the initial sale of the bonds to the public, the agreement of each broker-dealer that is a party to such agreement to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in the third-party distribution agreement and the related pricing wires. The Issuer further acknowledges that each underwriter

shall be solely liable for its failure to comply with its agreement regarding the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, and that no underwriter shall be liable for the failure of any other underwriter, or of any dealer who is a member of a selling group, or of any broker-dealer that is a party to a third-party distribution agreement to comply with its corresponding agreement to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds.

By submitting a bid, each bidder confirms that:

- a. any agreement among underwriters, any selling group agreement and each third-party distribution agreement (to which the bidder is a party) relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such third-party distribution agreement, as applicable, (A)(i) to report the prices at which it sells to the public the unsold bonds of each maturity allocated to it, whether or not the closing date has occurred, until either all bonds of that maturity allocated to it have been sold or it is notified by the winning bidder that the 10% Test has been satisfied as to the bonds of that maturity, provided that, the reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the winning bidder, and (ii) to comply with the hold-the-offering-price rule, if applicable, if and for so long as directed by the winning bidder and as set forth in the related pricing wires, (B) to promptly notify the winning bidder of any sales of bonds that, to its knowledge, are made to a purchaser who is a related party to an underwriter participating in the initial sale of the bonds to the public (each such term being used as defined below), and (C) to acknowledge that, unless otherwise advised by the underwriter, dealer or broker-dealer, the winning bidder shall assume that each order submitted by the underwriter, dealer or broker-dealer is a sale to the public.
- b. any agreement among underwriters or selling group agreement relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter or dealer that is a party to a third-party distribution agreement to be employed in connection with the initial sale of the bonds to the public to require each broker-dealer that is a party to such third-party distribution agreement to (i) report the prices at which it sells to the public the unsold bonds of each maturity allocated to it, whether or not the closing date has occurred, until either all bonds of that maturity allocated to it have been sold or it is notified by the winning bidder or such underwriter that the 10% Test has been satisfied as to the bonds of that maturity, provided that, the reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the winning bidder or such underwriter, and (ii) comply with the hold-the-offering-price rule, if applicable, if and for so long as directed by the winning bidder or the underwriter and as set forth in the related pricing wires.

Sales of any bonds to any person that is a related party to an underwriter shall not constitute sales to the public for purposes of establishing issue price. Further, for purposes of this Notice of Sale:

- a. "public" means any person other than an underwriter or a related party,
- b. "underwriter" means (A) any person that agrees pursuant to a written contract with the Issuer (or with the lead Underwriter to form an underwriting syndicate) to participate in the initial sale of the bonds to the public and (B) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (A) to participate in the initial sale of the bonds to the public (including a member of a selling group or a party to a third-party distribution agreement participating in the initial sale of the bonds to the public);
- c. a purchaser of any of the bonds is a "related party" to an underwriter if the underwriter and the purchaser are subject, directly or indirectly, to (i) more than 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other); and
- d. "sale date" means the date that the bonds are awarded by the Issuer to the winning bidder.

"QUALIFIED TAX-EXEMPT OBLIGATIONS": The City has designated the bonds as "Qualified Tax-Exempt Obligations" for purposes of the deduction of interest expense by financial institutions pursuant to the Code.

LEGAL OPINION: Bids shall be conditioned upon the approving opinion of Miller, Canfield, Paddock and Stone, P.L.C., attorneys of Detroit, Michigan, a copy of which opinion will be furnished without expense to the purchaser of the bonds at the delivery thereof. The fees of Miller, Canfield, Paddock and Stone, P.L.C. for services rendered in connection with such approving opinion are expected to be paid from bond proceeds. Except to the extent necessary to issue its approving opinion as to validity of the above bonds, Miller, Canfield, Paddock and Stone, P.L.C. has not been requested to examine or review and has not examined or reviewed any financial documents, statements or materials that have been or may be furnished in connection with the authorization, issuance or marketing of the bonds, and accordingly will not express any opinion with respect to the accuracy or completeness of any such financial documents, statements or materials.

DELIVERY OF BONDS: The City will furnish bonds ready for execution at its expense. Bonds will be delivered without expense to the purchaser through DTC in New York, New York, or such other place to be agreed upon. The usual closing documents, including a certificate that

no litigation is pending affecting the issuance of the bonds, will be delivered at the time of delivery of the bonds. If the bonds are not tendered for delivery by twelve o'clock noon, prevailing Eastern Time, on the 45th day following the date of sale, or the first business day thereafter if said 45th day is not a business day, the successful bidder may on that day, or any time thereafter until delivery of the bonds, withdraw its proposal by serving notice of cancellation, in writing, on the undersigned in which event the City shall promptly return the good faith deposit. Payment for the bonds shall be made in Federal Reserve Funds. Accrued interest to the date of delivery of the bonds shall be paid by the purchaser at the time of delivery.

CUSIP NUMBERS: It is anticipated that CUSIP identification numbers will be printed on the bonds, but neither the failure to print such numbers on any bonds nor any error with respect thereto shall constitute cause for a failure or refusal by the purchaser thereof to accept delivery of and pay for the bonds. Application for CUSIP numbers will be made by MFCI, LLC, financial advisors to the City. The CUSIP Service Bureau's charge for the assignment of CUSIP identification numbers shall be paid by the purchaser.

OFFICIAL STATEMENT: An electronic copy of the preliminary Official Statement that the City deems to be final as of its date, except for the omission of information permitted to be omitted by Rule 15c2-12 of the Securities and Exchange Commission, has been prepared and may be obtained from MFCI, LLC, financial advisors to the City, at the email address and telephone listed under FINANCIAL ADVISOR below. MFCI, LLC will provide the winning bidder with an electronic copy of the final Official Statement within 7 business days from the date of sale to permit the purchaser to comply with Securities and Exchange Commission Rule 15c2-12. Within 24 hours of the time of sale, the purchaser may request printed copies of the Official Statement from MFCI, LLC. The purchaser agrees to pay the cost of additional copies.

BOND INSURANCE AT PURCHASER'S OPTION: If the bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the bidder/purchaser, the purchase of any such insurance policy or the issuance of any such commitment shall be at the option and expense of the purchaser of the bonds. Any and all increased costs of issuance of the bonds resulting from such purchase of insurance shall be paid by the purchaser, except that if the City has requested and received a rating on the bonds from a rating agency, the City shall pay the fee for the requested rating. Any other rating agency fees shall be the responsibility of the purchaser. FAILURE OF THE MUNICIPAL BOND INSURER TO ISSUE THE POLICY AFTER THE BONDS HAVE BEEN AWARDED TO THE PURCHASER SHALL NOT CONSTITUTE CAUSE FOR FAILURE OR REFUSAL BY THE PURCHASER TO ACCEPT DELIVERY OF THE BONDS FROM THE CITY.

CONTINUING DISCLOSURE: As described more fully in the Official Statement, the City has agreed to provide or cause to be provided, in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, on or prior to the last day of the sixth month after the end of each fiscal year commencing with the fiscal year ended June 30, 2024, (i) certain annual financial information and operating data, including audited financial statements for the preceding fiscal year, generally consistent with the information contained or cross-referenced in the Official Statement relating to the bonds, (ii) timely notice of the occurrence of certain material events with respect to the bonds and (iii) timely notice of a failure by the City to provide the required annual financial information on or before the date specified in (i) above.

FINANCIAL ADVISOR: Further information relating to the bonds may be obtained from MFCI, LLC, 435 Union Street, Milford, MI 48381. Telephone (313) 782-3011. Fax (313) 782-3011. Email wc@mfcil.com.

BIDDER CERTIFICATION: NOT "IRAN-LINKED BUSINESS" By submitting a bid, the bidder shall be deemed to have certified that it is not an "Iran-Linked Business" as defined in Act 517 Michigan Public Acts of 2012, being MCL 129.311 et. seq.

THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.

Maureen Brodie
City Clerk
City of Plymouth

8. Useful Life of Project. The estimated period of usefulness of the Project is hereby declared to be not less than ten (10) years.

9. Tax Covenant; Qualified Tax-Exempt Obligations. The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"), including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditures and investment of Bond proceeds and moneys deemed to be Bond proceeds. The City hereby designates the Bonds as "qualified tax-exempt obligations" for purposes of deduction of interest expense by financial institutions pursuant to the Code.

10. Official Statement; Qualification for Insurance; Ratings. Each Authorized Officer is hereby authorized and directed to (a) approve the circulation of a preliminary official statement describing the Bonds and to deem the preliminary official statement "final" for purposes of Rule 15c2-12 of the SEC; (b) approve the circulation of a final official statement describing the Bonds and to execute it on behalf of the City; (c) solicit bids for and approve the purchase of a municipal bond insurance policy for the Bonds; (d) obtain ratings for the Bonds; (e) pay costs of issuance including but not limited to transfer agent fees, escrow agent fees, verification agent fees, municipal advisor fees, bond counsel fees, rating agency fees, costs of printing the Bonds and the preliminary and final official statements, publication of notices, and any other costs necessary to accomplish sale and delivery of the Bonds; and (f) do all other acts, take all other necessary procedures, and make such filings with any parties, including the Michigan Department of Treasury, necessary or desirable to effectuate the sale, issuance and delivery of the Bonds.

11. Continuing Disclosure. The City agrees to enter into a continuing disclosure undertaking for the benefit of the holders and beneficial owners of the Bonds in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, and each Authorized Officer is hereby authorized to execute such undertaking prior to delivery of the Bonds.

12. Authorization of Other Actions. Each Authorized Officer is hereby authorized to adjust the final bond details set forth herein to the extent necessary or convenient to complete the transaction authorized herein, and in pursuance of the foregoing are authorized to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, Public Acts of Michigan, 2001, as amended, including but not limited to, determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, and other matters within the parameters described in this resolution. Each Authorized Officer is hereby authorized and directed to take all other actions necessary or advisable, and to make such other filings with any parties, including the Michigan Department of Treasury, to enable the sale and delivery of the Bonds as contemplated herein.

13. Award of Sale of Bonds. Each Authorized Officer is hereby authorized on behalf of the City to award the sale of the Bonds to the bidder whose bid meets the requirements of law and which produces the lowest true interest cost to the City computed in accordance with the terms of the Official Notice of Sale as published.

14. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

Maureen Brodie, City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Plymouth, County of Wayne, State of Michigan, at a regular meeting held on February 5, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Maureen Brodie, City Clerk



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 - Closed Session City Attorney Opinion Letter - 02-05-24.docx
Date: January 31, 2024
RE: Closed Session to discuss Attorney – Client privileged communications

Background

The Open Meetings Act allows the City Commission to go into Closed Session *"To consider material exempt from discussion or disclosure by state or federal statute."* The City has requested that the attorney provide the Commission with an opinion letter that covers a matter that would be considered Attorney - Client communication.

We would like to discuss Letters from the City Attorney to the City Commission in a closed session. This is considered communication from the City Attorney to their client the City Commission and this is an Attorney – Client Privileged Communication and as such is not subject to the Open Meetings Act or the Freedom of Information Act and it is not considered a public document.

RECOMMENDATION:

The City Administration recommends that the City Commission authorize a closed session to consider the Attorney – Client Privileged Communications. We have attached a Proposed Resolution for the Commission to consider regarding this matter. As a reminder it will take a Roll Call Vote to go into and out of Closed Session.

Should you have any questions in advance of the meeting please feel free to contact Bob Marzano or myself.

CITY COMMISSION

RESOLUTION

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

*WHEREAS The City Commission of the City of Plymouth is authorized by the Michigan Open
Meetings Act to go into closed session to consider material exempt from discussion or
Disclosure by state or federal statute, and*

*NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does
hereby authorize a closed session in accordance with the Michigan Open Meetings Act to discuss
material from the City Attorney that is Attorney Client Privileged and exempt from discussion or
disclosure by state or federal statute.*