



Plymouth City Commission

Regular Meeting Agenda

Monday, May 6, 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/85099660153>

Passcode: 054695 Webinar ID: 850 9966 0153

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call
- c. Proclamations
 - i. National Police Week, 5/12/24-5/18/24
 - ii. Public Works Week, 5/19/24-5/25/24
 - iii. Professional Municipal Clerks Week, 5/5/24-5/11/24

2. APPROVAL OF MINUTES

- a. April 15, 2024 Regular Meeting Minutes

3. APPROVAL OF THE AGENDA

4. ENACTMENT OF THE CONSENT AGENDA

- a. Special Event: Plymouth Memorial Day Parade, Monday 5/27/2024
- b. Special Event: West Middle School 6th Grade Picnic, Friday, 5/31/2024
- c. Special Event: Old Village Pride, Sunday 6/23/2024
- d. Special Event: Lightning Robotics, Sunday 8/11/2024

5. CITIZEN COMMENTS

6. COMMISSION COMMENTS

7. OLD BUSINESS

- a. Roof Replacement for City Hall

8. NEW BUSINESS

- a. Cross Connection Control Program Renewal
- b. Partnership with Arbor Day Foundation – Community Canopy Tree Program
- c. Updated Street Tree Planting Program Policy
- d. 1st Reading Ordinance Amendment – Chapter 34, Article 1 - Trees
- e. 2024 Infrastructure Program – Bid Award Construction Phase
- f. 3rd Quarter Budget Amendments

9. REPORTS AND CORRESPONDENCE

- a. Liaison Reports
- b. Appointments

10. 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** The Congress and President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls as National Police week; and
- Whereas** The members of the law enforcement agency of the City of Plymouth play an essential role in safeguarding the rights and freedoms of the City of Plymouth; and
- Whereas** It is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and
- Whereas** The men and women of the law enforcement agency of the City of Plymouth unceasingly provide a vital public service.

NOW THEREFORE, I, Suzi Deal, Mayor of the City of Plymouth, call upon all citizens of the City of Plymouth and upon all patriotic, civic, and educational organizations to observe the week of May 12, 2024, as

National Police Week

with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Plymouth to be affixed hereto this 6th Day of May of Two-Thousand Twenty-Four.

Suzi Deal, Mayor
City of Plymouth, Michigan

Proclamation

- WHEREAS Public works professionals focus on infrastructure, facilities, emergency management, and services that are of vital importance to sustainable and resilient communities and the public health, high quality of life, and well-being of the people of the City of Plymouth; and
- WHEREAS These infrastructures, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are federally mandated first responders, and the engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and
- WHEREAS It is in the public interest for the citizens, civic leaders, and children in the City of Plymouth to gain knowledge and maintain ongoing interest and understanding of the importance of public works first responders and public works programs in our community; and
- WHEREAS The year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association.

NOW THEREFORE, I, Suzi Deal, Mayor of the City of Plymouth, do hereby proclaim the week of May 19-25, 2024 as

National Public Works Week

I urge all citizens to join with representatives of the American Public Works Association and government agencies to pay tribute to our public works professionals, and to recognize the substantial contributions they make to protect our health, safety, and quality of life.

In witness whereof, I have hereunto set my hand and caused the Seal of the City of Plymouth to be affixed hereto on this 6th day of May 2024.

*Suzi Deal, Mayor
City of Plymouth, Michigan*

Proclamation

- Whereas,** The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and
- Whereas,** The Office of the Professional Municipal Clerk is the oldest among public servants, and
- Whereas,** The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and
- Whereas,** Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.
- Whereas,** The Professional Municipal Clerk serves as the information center on functions of local government and community.
- Whereas,** Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.
- Whereas,** It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, I, Suzi Deal, Mayor of the City of Plymouth, do hereby proclaim the week of May 5-11, 2024 as

Professional Municipal Clerks Week

in the City of Plymouth, and further extend appreciation to ours and all Professional Municipal Clerks, for the vital services they perform and their dedication to the communities they represent.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Plymouth to be affixed hereto this 6th day of May of Two Thousand Twenty-Four.

Suzi Deal, Mayor
City of Plymouth, Michigan



City of Plymouth City Commission Regular Meeting Minutes Monday, April 15, 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: Assistant City Manager Chris Porman, City Attorney Bob Marzano, and various members of the city administration

c. Proclamation – Arbor Day

Deal read the Arbor Day proclamation and also read a letter of congratulations from the Arbor Day Foundation to the City of Plymouth for being a 2023 Tree City USA for the 19th year in a row.

2. APPROVAL OF MINUTES

Filipczak offered a motion, seconded by Minton approve the minutes of the April 1, 2024 Regular and the April 8, 2024 Budget Study Session.

Mayor ProTem O'Donnell made a friendly amendment to the Regular Meeting Minutes, noting a clerical error in the Commission Comments related to the Parks & Rec focus group. The last paragraph reads April 19 and should be corrected to read as April 9 for the focus group date.

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 April 15, 2024 meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

4. ENACTMENT OF THE CONSENT AGENDA

a. Special Event: Armed Forces 5K Ruck, Tuesday 6/4/2024

Kehoe offered a motion, seconded by Minton, to approve the consent agenda for April 15, 2024.

*a ruck is a training exercise by service members where a weighted backpack is carried while walking.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

5. CITIZEN COMMENTS

Karen Sisolak, 939 Penniman- Requested that she be able to have a Parks & Rec advisory board presentation item added to the next City Commission agenda to provide information related to the establishment of the same.

State Representative Matthew Koleszar, provided a budget update.

Last year's budget cut taxes by approx. \$1B and there was a \$1.8B overall increase in school funding through the expansion of the Earned Income Tax Credit and the repeal of the Retirement Tax (Pension Tax). Federal funding (covid \$\$) provided for a new Senior Center in Livonia, a one room school house at Maybury Farm in Northville, a new police cruiser and a new bandshell for the City of Plymouth. This year's budget will be balanced, but a little tighter.

Distracted Driving Awareness Month. Data related to the Hands Free Driving Law that was enacted last year has shown: Since June 30, 2023, Accidents due to distracted driving were reduced by about 10.2% (= approx. 3100 crashes, 1400 injuries, 14 lives saved 123M of positive economic impact).

As of mid-February gun safety laws became effective- safe storage, red flag and universal background check laws took effect.

Moroz thanked Koleszar and asked about any particular priorities re: budget. Koleszar: public education funding, Friends of the Rouge efforts, new fire truck for Northville Twp.

Mayor Deal thanked Koleszar.

Jack Wilson, 1157 Penniman – Supports Sisolak's comments. Commented about a comparison of replacing an asphalt roof compared to a metal roof or solar panels. Also reminded the commission about tornado sirens that cannot be heard.

The following residents spoke in support of Sisolak's comments and request: Martha Walton-1465 Palmer, Ron Picard-1373 Sheridan, Pete Mundt-643 N. Harvey St., Karen Volaric-216 N. Holbrook, Lee Jacinski-1380 Maple St., Denise Burrows-1014 Dewey St.

Ed Walton, 1465 Palmer- Also asked if the City follows Robert's Rules of Order or another way that provides information as to how to add items to an agenda.

Pete Mundt, 643 N. Harvey St.- Also commented that Paul Sincock did a gret job with Citizen's Academy presentation.

Lee Jacinski, 1380 Maple St.- Also spoke about the value of trees.

6. COMMISSION COMMENTS

Kehoe- Attended one of the City's first two Parks & Rec Community Input sessions and thanked everyone who attended. There were about 40 people between the two sessions in all age ranges and from all parts of the city providing input as to what is important to them and their families.

The City Commission is committed to robust community input and the Commission will continue to hear feedback as they determine how to move forward. She commented that at this time the City cannot support another board financially; possibly in the future if there is funding possibly through a millage, or citizens could become involved by possibly forming a 501c3 similar to Keep Plymouth Leafy or Plymouth Pollinators. The City Commission and City Administration welcomes citizen involvement to work with the City. Since the City Commission and Administration already speak directly with citizens, and will continue to speak with them for their feedback, she doesn't believe another level of government will add anything.

Maguire- Thanked Mayor Deal for Arbor Day proclamation to remind us of the importance of trees. April 22 is Earth Day- Encouraged everyone to explore ways to try to reduce their carbon footprint. An example she provided was to partner with Midwest Composting to compost household food scraps. Maguire also requested to meet with Sisolak after the meeting for her thoughts on what she sees as the purpose for a Parks & Rec advisory board. We are an open Commission and welcome citizen participation and agrees with Kehoe questioning if it is really necessary to add another layer of government for this purpose.

Filipczak- Attended a Parks & Rec session and thanked everyone who attended the sessions to provide feedback and the City will continue to receive feedback from residents. She also thanked the City Administration for putting the sessions together. It is important to hear from the residents and also to receive guidance from Recreation Director Steve Anderson as the City's recreation professional for his expertise and knowledge.

Moroz- Thanked residents and staff for participating in Citizen's Academy. Also thanked Sam Plymale and DDA and all the volunteers for efforts to buy planters and flowers for downtown.

Minton- Thanked everyone for coming to show their support for an advisory board. Community feedback is important. The Commission has been receiving community feedback more often with focus groups and information sessions. In some ways, an advisory board could also be one mechanism to receive that. Agreeing with Kehoe that we are only at the beginning of this process . However, funding resources are also very important to support an advisory board and to just enhance recreation. Minton also thanked Koleszar for his attendance and providing an update on the significant impact of Distracted Driving Law.

O'Donnell- Noted that the City Commission sets meeting rules at the beginning of every election year session and that information can be found in that meeting agenda on our website. In addition, the City does follow Robert's Rules of Order. She also spoke about her previous experience as a member of an advisory board with the City and would not want to form one unless it was very different from the one she was part of. She is open to hear more information, but without a clear defined purpose and a Charter mandate requiring an advisory board, it can be an enormous waste of time and can be very exclusionary. She likes the format of the sessions we just had as they were intentionally curated to be very expansive and inclusive.

Deal - Welcomed PS Nutrition into the community, Artisan Market is coming up this Saturday from 9-3 in the Gathering/Kellogg Park area. Thanked everyone who came out for the Parks & Rec focus groups and also thanked everyone for providing their feedback at the sessions and also those attending the meeting for their comments. Agreeing with Minton, while are at the beginning of a process trying to gather information to determine how we will move forward in the best way for Plymouth, we are not yet at a decision-making point. City does have a strong administration with expertise and experience in our recreation professionals who also help advise us and the City Commission will also continue to receive citizen feedback as we make these decisions.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

a. Emergency Purchase Confirmation - Water Main Repairs

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

RESOLUTION 2024-28

WHEREAS The City maintains a water and sewer system to provide for the public health and from time to time there is a need to make repairs to the system to ensure safe operations of the system and safe drinking water for the community; and

WHEREAS There was a need to make emergency repairs to the water system to include the water main at the corner of Ann Arbor Trail and Main St.; and

WHEREAS The City Administration did contact CI Contracting, who the city has a positive working relationship with based on previous Infrastructure projects as well as previous emergency repairs; and

WHEREAS CI Contracting did complete the repairs on January 18, 2024.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby confirm the Emergency Purchase/Repair Authorization for repairs to the City's water system completed by CI Contracting in the amount of \$10,000. Funding for this authorization is to be allocated from the City's Water Sewer Fund.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Roof Replacement at City Hall

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

RESOLUTION 2024-29

WHEREAS The City of Plymouth operates several buildings and from time to time there is a need to complete maintenance/upgrades on the buildings; and

WHEREAS The City Hall Building needs the sloped, shingled roof replaced; and

WHEREAS The City Staff has engaged with Shaw Construction to submit a proposal for a design-build delivery method to complete the required work.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize a design-build contract with Shaw Construction for replacement of the sloped, shingled roof at city hall roof in the amount not to exceed \$82,775.00. Funding for this repair is authorized from the City's Capital Improvement Fund.

Jeff Sisolak 939 Penniman- Asked the City Commission to consider seeking competitive bids for this project in order to possibly obtain a lower cost and diffuse any possible perception of corruption due to not having a formal competitive bid process.

Filipczak- Confirmed with Porman that the City has had dialogue with other firms and is looking at Shaw due to a good history and good working relationship with them, and they are very familiar with the work Shaw has done and has always provided a good return on investment. For this project, Shaw would act as Contract Management and would subcontract out and seek competitive bids for appropriate contractors to do the work.

O'Donnell- Asked Porman to speak about the timeline and what a bid process would entail. Also would the timeline put us out of the season for this project.

Things to consider would be the generation of bid specs, and potential timeline for bids to be received from vendors. Review of bids received and presentation to City Commission may take approximately a week or two, depending on meeting dates. The creation of bid documents may take some time since we are not well-versed in roof repairs. Porman could not speculate if having a competitive bid process would create a seasonal delay as it may depend on availability of vendors

Kehoe- Good fiscal policy to get multiple quotes and the City should make this policy, citing other communities who have policies related to quote and bid processes. Would like to obtain quotes or formal proposals.

Maguire- Agrees that we should solicit multiple bids and confirmed that replacement is not an emergency situation. She also asked for additional information related to early consultations with contractors to provide more context.

Porman- Spoke about the City's roof repair fact finding over the last several years that has been unsuccessful mainly due to contractors' lack of interest in doing the project for the City's project budget at the time. Revisiting the project over the last 1.5 years, resulted in a target budget amount of approximately \$120,000 and the need for assistance from an outside project manager with more expertise on this work.

Moroz- Thanked the staff for their work on this project and is comfortable with moving forward with this item due to the prior situation described by Porman and the trust and strong relationship the City has with Shaw to handle this important project.

Minton- Inquired where funds are budgeted from and Porman confirmed that it would be from the Capital Improvement portion of the budget. He also commented that possibly hearing more on the previous contractors who did not want to provide quotes or bids for the project and reasons for declining, and he is in favor of tabling this item for discussion until the next meeting.

Filipczak noted that it is important to realize that Shaw would be the Project Manager -not doing the work- and would be obtaining competitive bids for the work that meet the needs of the City.

O'Donnell commented that additional information would be helpful on other service providers that can provide the same service.

Deal thanked staff for the work on this and for recognizing the need to seek knowledge outside of the organization and is comfortable with Shaw Construction as a partner for this project. They have done other quality jobs for the City and the community. We know what to expect from them and they know our expectations. She is in favor of going forward with this but the Commission can take a vote.

Maguire asked for clarification as to what the Commission would be voting on and what direction are we taking. Deal noted that their direction would then be determined.

Joe Elliott 404 Irvin St.- Suggested that the City's Engineer, Wade-Trim prepare a bid package for the project.

Porman asked for clarification of direction and the consensus was to seek bids for project managers rather than roofing companies.

There was a Roll Call vote on the original motion:

Maguire-No, Filipczak-Yes, Moroz- Yes, O'Donnell-No, Kehoe-No, Minton- No, Deal-Yes

MOTION FAILED

Kehoe offered a motion, supported by Maguire, to table the item and have City Administration obtain at least three quotes for Design-Build contractors for the roof replacement at City Hall, with a friendly amendment made by Maguire and seconded by Minton, to remove the number of quotes required from the motion.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. Band Shell Purchase

The following resolution was offered by Filipczak and seconded by Minton:

RESOLUTION 2024-30

WHEREAS The City of Plymouth owns a mobile stage (bandshell) as part of our Equipment for the many special events that are held in the city in an effort to Promote the public welfare and to help create "Place"; and

WHEREAS The bandshell was originally purchased in 1998 and has been in regular use Ever since that time; and

WHEREAS There is a need to replace the bandshell after 25 plus years of service and the Amount and cost of the repairs continues to increase; and

WHEREAS The State of Michigan and the Michigan Economic Development Corporation has Provided special grant funding in the amount of \$200,000.00; and

WHEREAS City staff have engaged multiple users groups of the bandshell and engaged in conversations with the multiple manufacturers of the bandshells; and

WHEREAS The City received a quote from Stageline Mobile Stage, Inc. that best fits the city's and the user groups wants and needs, including stage size, lead time, etc.

NOW THEREFORE BE IT RESOLVED THAT the Plymouth City Commission authorizes the purchase of Stageline SL100 Mobile Stage from Stageline Mobile Stage Inc. in L'Assomption, Quebec, Canada in the amount of \$246,110.00. Further, funding for this purchase is authorized from the Equipment Fund and reimbursement from a state grant in the amount of \$200,000.00.

Commissioners thanked staff and Koleszar for their work and support of this purchase.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

9. REPORTS AND CORRESPONDENCE

Liaison Reports

Kehoe- Old Village Yard & Trunk Sale, Sat 4/27/24, O.V. Assn. next meeting is Wed 4/24/24 at Meridian Coffee. DDA Mtg had a successful Strategic Planning Session.

Minton- Planning Commission will have a booth at Spring Artisan Market

Deal- Spring Artisan Market is Saturday 4/20/24.

b. Appointments

There were no appointments.

10. ADJOURNMENT

A motion to adjourn was offered by Minton and seconded by O'Donnell at 8:18 p.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.

Plymouth Lions Club

Sponsoring Organization's Legal Name _____

Ph# _____ Fax# _____ Email k5ahab@hotmail.com Website _____

Address _____ City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name Martin Kerstens Title Chairman

Ph# _____ Fax# _____ Email k5ahab@hotmail.com Cell# 734-787-4014

Address 345 Sunset Street City Plymouth State MI Zip 48170

Event Name Plymouth Memorial Day Parade

Event Purpose Honor the Servicemen/Servicewomen who died for their country.

Event Date(s) May 27, 2024 (Memorial Day)

Event Times 9:00am until approximately 11:45am

Event Location Downtown Plymouth

What Kind Of Activities? Parade; Short memorial program; Laying of wreaths; Taps

What is the Highest Number of People You Expect in Attendance at Any One Time? Approximately 400

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.)
Parade commencing at the corner of Wing Street and Main Street. Staging will take place on Wing Street between Main Street and Harvey Street. Parade will proceed along Main Street, and stop at the Plymouth Veteran's Memorial Park. There will be a short memorial program, followed by the laying of wreaths and the playing of taps.

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): Last Monday in May
Next year's specific dates: May 26, 2025

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)
Speaker system, podium, and limited seating in Veteran's Park; Police/Fire vehicles to participate in the parade; Porta-pottie to be placed along Wing St. between Harvey and Main.

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.

4/16/24
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

Plymouth Lions Club

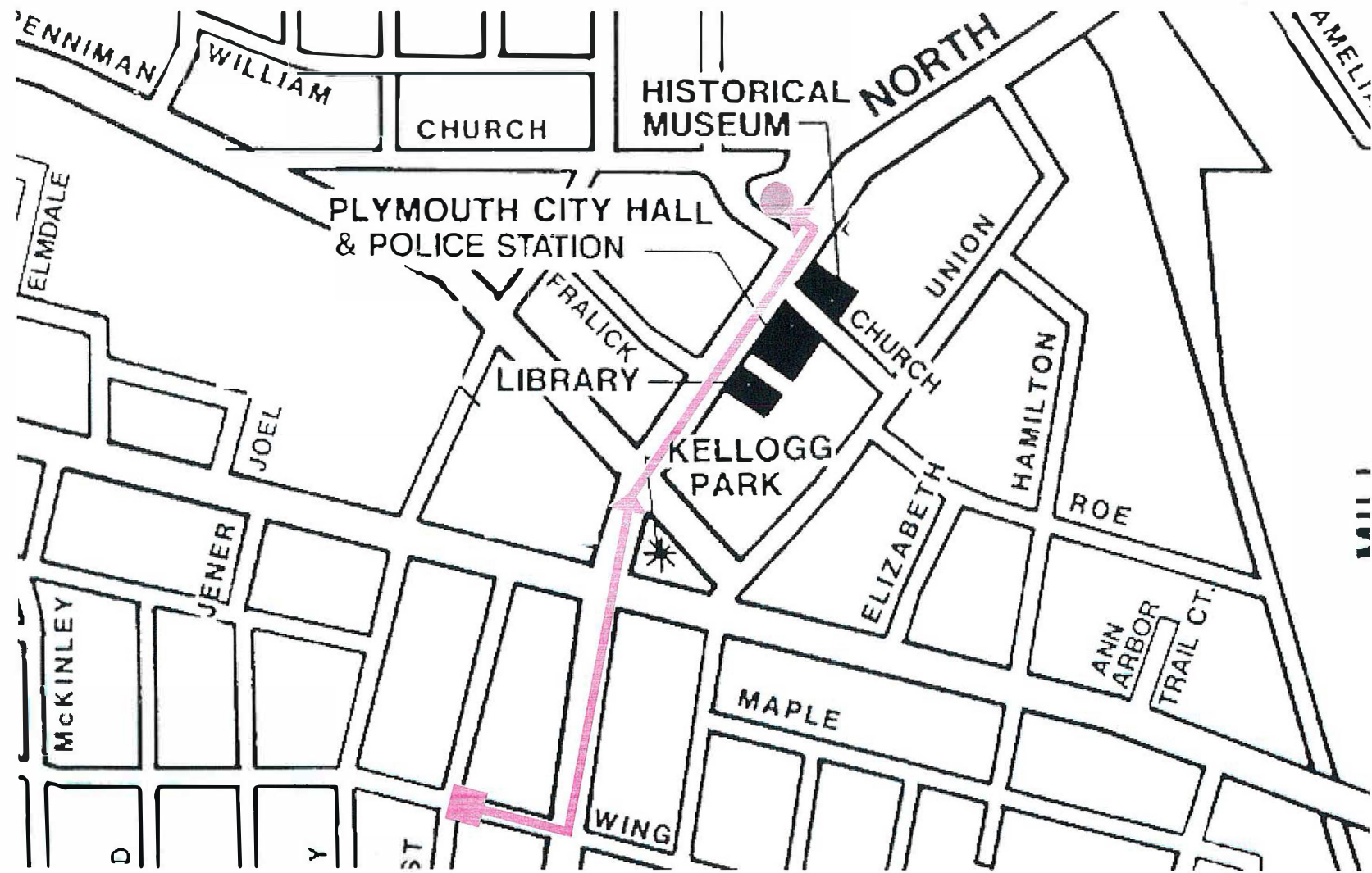
The _____ (*organization name*) agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Memorial Day Parade _____ (*event name*) by reason of any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

Signature 

Date 4/16/24

Witness _____

Date _____





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DSP Insurance Services, Inc. 1900 E. Golf Road, Suite 650 Schaumburg, IL 60173	CONTACT NAME: John Adams	FAX (A.C. No): 847-934-6186	
	PHONE (A.C. No. Ext): 1-800-316-6705	E-MAIL ADDRESS: lionsclubs@dspins.com	
INSURED Plymouth Lions Club Plymouth, Michigan	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: ACE American Insurance Company		22667
	INSURER B:		
	INSURER C:		
	INSURER D:		
INSURER E:			

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVL	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000 GENL AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC			HDO G48333205	09/01/2023	09/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & AUTO INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMPOSABLE \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ISA H10778906	09/01/2023	09/01/2024	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						WE STATE TORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above: 2024 Lions Memorial Day Parade

The following persons or organizations granting use of real property, including structures thereon are included as Additional Insured(s), but only with respect to General Liability arising out of the use of premises by the insured shown above and not out of the sole negligence of said additional insured.

*** City of Plymouth ***

PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

CERTIFICATE HOLDER CANCELLATION

City of Plymouth 201 S. Main Street Plymouth, Michigan 48170	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE:

© 1988-2015 ACORD CORPORATION. All rights reserved.

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:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
<div style="font-size: 2em; margin-left: 100px;">OP</div>				
LABOR 3 FTE Approx 6HRS				
ROAD CLOSURES				
PA SYSTEM				
PORT-A-JOHN				
\$250 Bathroom Cleaning Fee Per Day of Event? YES <input checked="" type="radio"/> NO <input type="radio"/>				
Labor Costs:	\$ 1250	Equipment Costs:	\$ 300	Materials Costs \$ 500
POLICE:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
<div style="font-size: 1.5em; margin-left: 100px;">Jm</div>				
1 - COMMAND OFFICER - \$ 344 -				
4 - OFFICERS - \$ 1216 -				
Labor Costs \$		Equipment Costs \$	1560	Materials Costs \$
FIRE:	<input type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
Labor Costs \$		Equipment Costs \$		Materials Costs \$
HVA:	<input type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
DDA:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
<div style="font-size: 1.5em; margin-left: 100px;">SBP</div>				
Labor Costs \$	0	Equipment Costs \$		Materials Costs \$
RISK MANAGEMENT:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
<div style="font-size: 1.5em; margin-left: 100px;">MB</div>				
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 PCCS-West Middle School

Ph# 734-416-2400 Fax# _____ Email tracy.mccombvisnaw@pccsk12.com Website www.pccsk12.com

Address 454 South Harvey City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name West Middle School-Tracy Visnaw Title Building Secretary to the Principal

Ph# 734-416-7598 Fax# _____ Email same as above Cell# 734-658-9205

Address 44401 West Ann Arbor Trail City Plymouth State MI Zip 48170

Event Name West Middle School-6th Grade Picnic

Event Purpose Celebrate end of school year

Event Date(s) May 31, 2024

Event Times 8:30-1:00

Event Location Fairground Park

What Kind Of Activities? Students will eat lunch, play games, Kona Ice

What is the Highest Number of People You Expect in Attendance at Any One Time? 235

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.)
6th grade students will walk to the park with chaperones. They will eat lunch, play games, and Kona Ice Truck will come.

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)

2 Porta Potties

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 12.3 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.

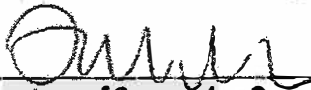
CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that

- 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.

4/22/2024

Date



Signature of Sponsoring Organization's Agent
Jill Minnick, CFOO
Plymouth-Canton Community Schools

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**

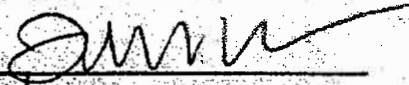
Phone: (734) 453-1234 ext. 203

11. **INDEMNIFICATION AGREEMENT**

INDEMNIFICATION AGREEMENT

The PCCS *(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 WMS 6th grade picnic *(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.

to the extent as allowed by law

Signature 

Date 4/22/2024

Witness 

Date 4/22/2024

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:	Approved	Denied	(list reason for denial)	Initial
GP				
2 PORT-A-JOANS				
\$250 Bathroom Cleaning Fee Per Day of Event? YES NO				
Labor Costs: \$	Equipment Costs: \$	Materials Costs	\$ 250	
POLICE:	Approved	Denied	(list reason for denial)	Initial
NO SERVICES NEEDED				
Labor Costs \$	Equipment Costs \$	Materials Costs \$	D	
FIRE:	Approved	Denied	(list reason for denial)	Initial
Labor Costs \$	Equipment Costs \$	Materials Costs \$		
HVA:	Approved	Denied	(list reason for denial)	Initial
DDA:	Approved	Denied	(list reason for denial)	Initial
SBP				
Labor Costs \$	Equipment Costs \$	Materials Costs \$		
RISK MANAGEMENT:	Approved	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 THE OLD VILLAGE ASSOCIATION

Ph# 517-712-0440 Fax# N/A Email PLYMOUTH OLD VILLAGE ASSOCIATION @YAHOO.COM Website OLDVILLAGEPLYMOUTH.COM

Address 638 STARKWEATHER ST. City PLYMOUTH State MI Zip 48170

Sponsoring Organization's Agent's Name LATRICA HORSTMAN Title PRES.

Ph# 517-712-0440 Fax# _____ Email LATRICA.HRT@YAHOO.COM Cell# 517-712-0440

Address 771 DAVIS ST. City PLYMOUTH State MI Zip 48170

Event Name OLD VILLAGE PRIDE!

Event Purpose TO PROMOTE INCLUSIVITY, AWARENESS & SUPPORT OF OUR LGBTQIA COMMUNITY.

Event Date(s) JUNE 23 2024

Event Times SET UP 12-2 SHOW 2-6 TEARDOWN 6-7

Event Location LIBERTY ST. FROM STARKWEATHER TO MILL

What Kind Of Activities? LIVE MUSIC & PERFORMERS, FOOD TRUCKS, VENDORS

What is the Highest Number of People You Expect in Attendance at Any One Time? 800-1000

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.)

WE WILL HAVE A STAGE AT ONE END OF LIBERTY FOR LIVE MUSIC, SPEAKERS (SUCH AS DANA NEBEL & GRETTEN WHITMER), DRAG PERFORMERS, ETC. FOOD TRUCKS ON ONE SIDE OF THE STREET, VENDORS AND SUPPORT/EDUCATIONAL TENTS ON THE OTHER SIDE. WE WILL HAVE LOCAL LGBTQIA+ SUPPORT GROUPS SUCH AS PFLAG AND THE SCHOOLS G.S.A. THERE AS WELL! A DAY OF FUN, EDUCATION & AWARENESS

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):

3RD WKND IN JUNE

Next year's specific dates:

JUNE 22 2015

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)

PORT-A-POTTIES (X2), ELECTRICITY, CURIOUS
ABOUT RENTING CITY'S SMALL BANDSHELL (?)
POLICE & FIRE

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:

LIBERTY ST. (STARKWEATHER TO MILL) JUNE 23
10AM - 8 PM

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.

3/28/24
Date


Signature of Sponsoring Organization's Agent

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

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

Phone: (734) 453-1234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

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

Signature 

Date 3/28/24

Witness _____

Date _____



MILL ST

STAGE

FOOD TRUCKS

LIBERTY ST

VENDORS

INFO/SUPPORT
GROUPS

TENT

ENTRY / BARRICADES

EVENT REVIEW FORM

EVENT NAME: Old Village Pride 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:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied (list reason for denial)	Initial CP
2 FTE DURING EVENT			
2 PORT-A-SOANS \$250			
NP SIGNS			
\$250 Bathroom Cleaning Fee Per Day of Event? <input checked="" type="radio"/> YES <input type="radio"/> NO			
Labor Costs: \$	1,000	Equipment Costs: \$	200
		Materials Costs	\$
POLICE:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied (list reason for denial)	Initial auc
4 - OFFICERS @ 6 HOURS			
Labor Costs \$		Equipment Costs \$	1824
		Materials Costs	\$
FIRE:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied (list reason for denial)	Initial AS
2 FF @ 4 HRS			
Labor Costs \$	307	Equipment Costs \$	
		Materials Costs	\$
HVA:	<input type="radio"/> Approved	<input type="radio"/> Denied (list reason for denial)	Initial
DDA:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied (list reason for denial)	Initial SBP
Labor Costs \$	0	Equipment Costs \$	
		Materials Costs	\$
RISK MANAGEMENT:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied (list reason for denial)	Initial
Class I – Low Hazard	Event Sponsors must provide current Certificate of Insurance naming City of Plymouth as 'Additional Insured' including in the Description Box/Area.		
Class II – Moderate Hazard	Food vendor/service requirements per Special Event Policy, must also be met for any food.		
Class III – High Hazard			
Class IV – Severe Hazard			
SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____			
APPROVED _____ NOT APPROVED _____ DATE _____			



Special Event Application

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

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

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

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

Sponsoring Organization's Legal Name Lightning Robotics

Ph# _____ Fax# _____ Email 862.first@gmail.com Website _____

Address 8415 N. Canton Center Rd. City Canton State MI Zip 48187

Sponsoring Organization's Agent's Name Jay Obsniuk Title Lead Teacher

Ph# 734.416.2850 Fax# _____ Email jay.obsniuk@pccsk12.com Cell# _____

Address 8415 N. Canton Center Rd. City Canton State MI Zip 48187

Event Name Robots in the Park

Event Purpose To show Lightning Robotics and STEM in the community

Event Date(s) Sunday, August 11, 2024

Event Times 10:00am-4:00pm (set up starting 8am; tear down by 6pm)

Event Location Kellogg Park and Gathering Space

What Kind Of Activities? STEM based activities for kids and families

What is the Highest Number of People You Expect in Attendance at Any One Time? 250

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.)
Robots in the Park is a free event for all ages to showcase Lightning Robotics to the community, with activities and robot demonstrations.

RECEIVED
 APR 5 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)

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.

4/1/24
Date

Jay Chank
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 Lightning Robotics (*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 Robots 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 4/1/24

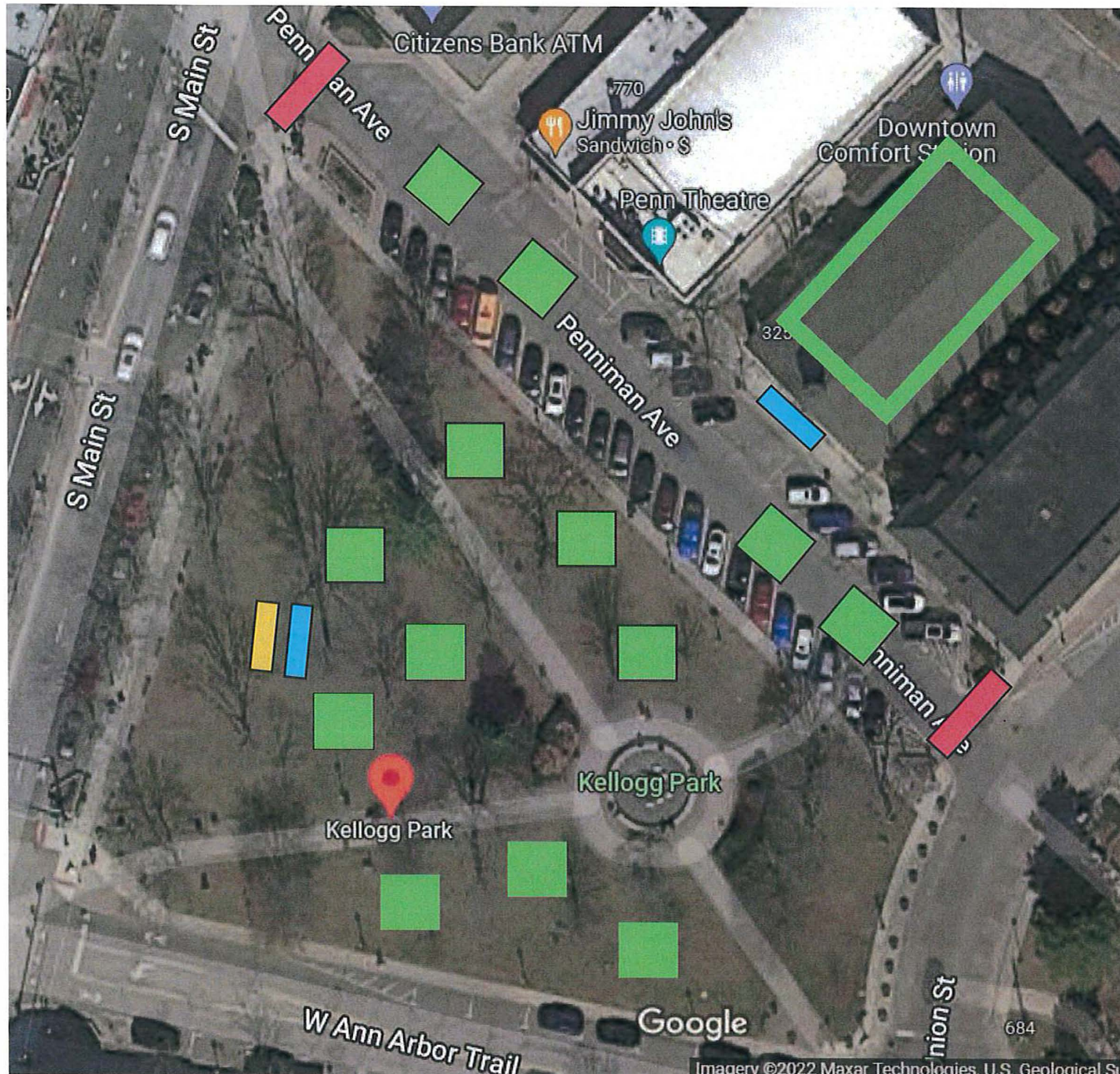
Date Jay Obrecht






Witness 04/01/2024

Date Cricia Jensternade



Lightning Robotics • Robots in the Park • Sunday, August 11, 2024 • Event Map
 (For City Application Only - Not Being Distributed to Participants)



-  10x10' Pop-Up Tents
(Organization Owned;
Non-Commercial)
-  Event Banners
-  Information Table
-  Street Blockades
-  Various Tables/Chairs
Set-Up Underneath
Gathering Space for
STEM Activities

Lawn Sign Examples



Banner



EVENT REVIEW FORM

MUNICIPAL SERVICES:	Approved	Denied	(list reason for denial)	Initial
1 FTE DURING EVENT				
\$250 Bathroom Cleaning Fee Per Day of Event? YES NO				
Labor Costs: \$	500	Equipment Costs: \$	200	Materials Costs \$
POLICE:	Approved	Denied	(list reason for denial)	Initial JAC
1 - OFFICER @ 8 HOURS				
Labor Costs \$		Equipment Costs \$	608 -	Materials Costs \$
FIRE:	Approved	Denied	(list reason for denial)	Initial JMS
NO SERVICES REQUESTED				
Labor Costs \$	0	Equipment Costs \$		Materials Costs \$
HVA:	Approved	Denied	(list reason for denial)	Initial
DDA:	Approved	Denied	(list reason for denial)	Initial SBP
Labor Costs \$	0	Equipment Costs \$		Materials Costs \$
RISK MANAGEMENT:	Approved	Denied	(list reason for denial)	Initial MB
Class I - Low Hazard	Event Sponsors must provide current Certificate of Insurance naming City			A
Class II - Moderate Hazard	of Plymouth as 'Additional Insured' including in the Description Box/Area.			A
Class III - High Hazard	Food vendor/service requirements per Special Event Policy, must also be			
Class IV - Severe Hazard	met for any food.			

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

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

APPROVED _____ NOT APPROVED _____ DATE _____

ADMINISTRATIVE UPDATE

To: Mayor & City Commission
CC:
From: Paul J. Sincock -City Manager
Date: 5/2/2024
Re: OLD BUSINESS – City Hall Roof

At this time, we have no action to be taken on replacement of the roof at City Hall. Members of the administration are still working on completing the request of the City Commission related to this matter.

NO ACTION AT THIS TIME, this matter should simply remain on the table.

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

PJS



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 - Cross Connection Program Renewal 05-06-24.docx*
Date: May 2, 2024
RE: Cross Connection Control Program Renewal

Background

The City of Plymouth is required to have something called a Cross Connection Program for our water system. This is a requirement of State of Michigan Department of Environment, Great Lakes, and Energy (EGLE) as a part of our water system operations permit. This program checks backflow preventors on our commercial water accounts. A backflow preventor is a device that prevents water from the establishment from backing up into the City distribution system, in short, a check valve. These backflow preventors are required to be inspected and several establishments are considered high hazard accounts and require regular inspection.

Many years ago, Wayne County has supplied this service to the City. The County's inspection program was provided at higher costs than the private sector and they failed to meet the number of inspections that were required by EGLE. We have been using a private sector company for these services and they are meeting the needs of the EGLE for our Water Distribution Permit. We have also looked at doing this program in-house and our review indicated that we would need additional staffing and it would not be cost effective.

Currently our City staff is not licensed to complete this task in accordance with EGLE guidelines and frankly the private sector can complete this effort more efficiently than we could with an in-house program. Based on our examination we would not recommend that the City take this program over as our costs would be higher.

We have attached a memorandum from staff related to this matter which provides additional background information.

RECOMMENDATION:

The City Administration recommends that we continue the Cross Connection Program with Hydro Corp of Troy, Michigan in the amount of \$1,768.00 per month (\$21,216.00 annually) for a two-year contract. This private sector company is significantly more efficient than we could be with an in-house program or by using a County program. This would be a Professional Services Contract.

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



Department of Municipal Services

1231 Goldsmith, Plymouth, MI

734-453-7737

dms@plymouthmi.gov

Date: April 29, 2024
To: Paul Sincock, City Manager
From: Chris S. Porman, Assistant City Manager/Director of Municipal Services
Adam Gerlach, Assistant Director of Municipal Services
Re: Cross-Connection Control Program Contract Renewal

Background

The City of Plymouth has been working with HydroCorp since 2007 when HydroCorp (formerly known as HydroDesigns) initially assessed each industrial, commercial, institutional, and some miscellaneous water users within the City to perform a Cross Connection Control (CCC) inspection and applied a hazard rating for each. Every high hazard facility (car wash, funeral home, etc.) has been re-inspected each year, whereas those rated as low hazard are inspected within every five years. This is an on-going program that includes an annual report to be filed with the State of Michigan.

We are seeking a contract renewal for HydroCorp to continue to provide the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE) Safe Drinking Water Act required CCC program services to the City of Plymouth for 2 years. It should be noted that this proposal from HydroCorp is to provide Professional Services for the administration of the Cross Connection Control program for Commercial, Industrial and Institutional users.

Our current contract is up for potential renewal and we have spoken with our Account Manager at HydroCorp to discuss the attached proposal, which is a two year contract with no annual increase. Our current contract is \$1,637.00 per month (\$19,644.00 per year), the proposed contract is \$1,768.00 per month (\$21,216.00 per year) which is an 8% increase to our contract.

Recommendation

It is our recommendation to approve the two-year contract for a total amount not to exceed \$42,432.00. We have had a positive working relationship with this company since 2007, when they began our CCC Program. We feel that at this time, it is in the best interest of the city to continue our relationship with HydroCorp as opposed to seeking out another company to effectively start over with our CCC Program. Starting over with another company would require re-assessing each facility and performing all inspections as opposed to continuing the work that HydroCorp has started. It should also be noted that HydroCorp is one of only a few providers of this service in Michigan. We have spoken with other local municipalities and discussed their satisfaction level as well as potential cost increases that other municipalities have seen and 8% is the standard increase.

We have attached written proposal from the Account Manager as reference.

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

PROPOSAL

DEVELOPED FOR

Chris Porman

City of Plymouth

1231 Goldsmith

Plymouth, MI 48170

April 17, 2024

KEEPING DRINKING WATER SAFE FOR INDUSTRIES AND MUNICIPALITIES

For over 30 years, HydroCorp™ has been dedicated to safe drinking water for companies and communities across North America. Fortune 500 firms, metropolitan centers, utilities, small towns and businesses – all rely on HydroCorp to protect their water systems, averting backflow contamination and the acute health risks and financial liabilities it incurs.

HYDROCORP.
THE SAFE WATER AUTHORITY.

CROSS-CONNECTION
CONTROL / BACKFLOW
PREVENTION

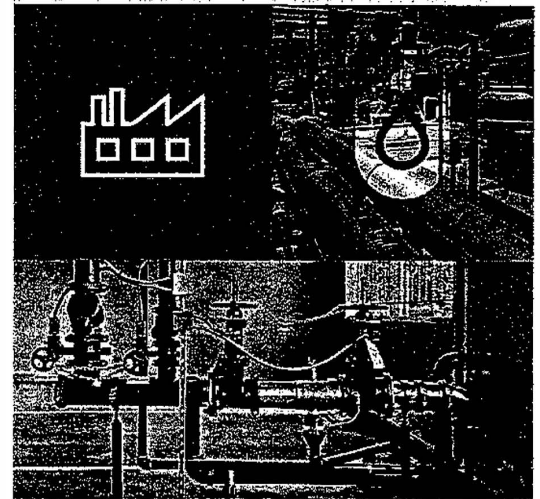
WATER SYSTEM
SURVEYS / AUDITS

PIPE SYSTEM MAPPING
AND LABELING

WATER SAMPLING
AND ANALYSIS / RISK
ASSESSMENTS

PROGRAM
AND PROJECT
MANAGEMENT

COMPLIANCE
ASSISTANCE /
DOCUMENTATION



MICHIGAN CORPORATE OFFICE
5700 Crooks Road, Suite 100
Troy, MI 48098
800.690.6651 TOLL FREE
248.250.5000 PHONE
248.786.1788 FAX GENERAL
info@hydrocorpinc.com EMAIL

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PROFESSIONAL SERVICE AGREEMENT 4-10

QUALIFICATIONS 11

SCOPE OF WORK

Based on our conversations, HydroCorp™ will provide the following services to the City of Plymouth. This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the City with the necessary data and information to maintain compliance with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Water Bureau Cross Connection Control Regulations. Once this project has been approved and accepted by the City and HydroCorp, you may expect completion of the following elements within a two (2) year period. The components of the project include:

1. Annually, perform a minimum of **150** initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the City of Plymouth served by the public water supply for cross-connections. Inspections will be conducted in accordance with the EGLE Water Bureau Cross Connection Control regulations.
2. Generate all backflow prevention assembly test notices, non-compliance notices and coordinate/monitor backflow prevention assembly testing compliance for all backflow prevention assemblies.
3. Perform administrative functions including: answering water user telephone calls, scheduling of inspections, mailing of all notices, verification of backflow prevention assembly tester credentials & proper testing results, and general customer service and program education inquiries.
4. Generate and document the required program data for the facilities using the HydroCorp Software Data Management Program.
5. Submit comprehensive management reports on a quarterly basis.
6. Conduct an annual review meeting to discuss the overall program status and recommendations.
7. Provide up to six- (6) ASSE-approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers (i.e., combination) per facility as required in order to place a facility into immediate compliance at the time of inspection.
8. Prepare the annual State of Michigan EGLE Water Bureau Cross Connection Report.
9. Assist the City with a community-wide public relations program, including general awareness brochures and customized website cross-connection control program overview content and resources.
10. Provide ongoing support via phone, fax, internet, text or email.

The above services will be provided for:

Monthly Amount: \$1,768.00	Annual Amount: \$ 21,216.00	Contract Total: \$ 42,432.00
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Contract Amount is based upon a 24-month period. HydroCorp will invoice in 24 equal amounts of \$1,768.00.

PROFESSIONAL SERVICE AGREEMENT

This agreement, made and entered into this INSERT DATE by and between the City of Plymouth, organized and existing under the laws of the State of Michigan, referred to as "Utility", and HydroCorp™ a Michigan Corporation, referred to as "HydroCorp".

WHEREAS, the Utility supplies potable water throughout its corporate boundary to property owners; and desires to enter into a professional services contract for cross-connection control program inspection, reporting, and management services.

WHEREAS, HydroCorp is experienced in and capable of supplying professional inspection of potable water distribution systems and cross-connection control program management to the Utility, and the Utility desires to engage HydroCorp to act as its independent contractor in its cross-connection control program.

WHEREAS, the Utility has the authority under the laws of the State of Michigan and its local governing body to enter into this professional services contract.

NOW THEREFORE, in consideration of the mutual agreements herein contained, and subject to the terms and conditions herein stated, the parties agree as follows:

ARTICLE I. Purpose

During the term of this Agreement, the Utility agrees to engage HydroCorp as an independent contractor to inspect and document its findings on its potable water distribution system in public, commercial and industrial facilities within the community. Each party to this Agreement agrees that it will cooperate in good faith with the other, its agents, and subcontractors to facilitate the performance of the mutual obligations set forth in this Agreement. Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete and accurate, yet due to the inaccessible nature of water piping or due to access constraints within water users' facilities, complete and accurate data is not always available.

ARTICLE II. Scope of Services

The scope of services to be provided by HydroCorp under this Agreement will include the inspections/surveys, program administration, answering telephone call inquires, scheduling of inspections, program compliance review, public education materials, preparation of quarterly management reports, and annual cross connection reports with respect to the facilities to the extent specifically set forth in this Article II (hereinafter the "Scope of Services"). Should other reports/services be included within the Scope of Services, the same shall be appended to this Agreement as Exhibit 1.

2.1 PROGRAM REVIEW/PROGRAM START UP MEETING. HydroCorp will conduct a Program Startup Meeting for the Cross-Connection Control/Backflow Prevention Program. Items for discussion/review will include the following:

- Review state & local regulations
- Review and/or provide assistance in establishing local Cross-Connection Control Ordinance
- Review/establish wording and timeliness for program notifications including:
 - Inspection Notice
 - Compliance Notice
 - Non-Compliance Notices 1-2, Penalty Notices
- Special Program Notices
- Electronic use of notices/program information
- Obtain updated facility listing, address information and existing program data from Utility.
- Prioritize Inspections (Utility owned buildings, schools, high hazard facilities, special circumstances.)
- Review/establish procedure for vacant facilities.



- Establish facility inspection schedule.
- Review/establish procedures and protocols for addressing specific hazards.
- Review/establish high-hazard, complex facilities and large industrial facility inspection/containment procedures including supplemental information/notification that may be requested from these types of facilities in order to achieve program compliance.
- Review/establish program reporting procedures including electronic reporting tools.
- Review/establish educational and public awareness brochures.

2.2 INSPECTIONS. HydroCorp will perform initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with the Department of Environment, Great Lakes and Energy Cross Connection Control Rules.

- *Initial Inspection* – the first time a HydroCorp representative inspects a facility for cross-connections. The degree of hazard will be assigned and/or verified during this facility visit. The Degree of Hazard will dictate future re-inspection frequency/schedule of facility, (facility will be either compliant or non-compliant after this inspection).
- *Compliance Inspection* – subsequent visit by a HydroCorp representative to a facility that was non-compliant during the *Initial Inspection* to verify that corrective action was completed and meets the program requirements.
- *Re-Inspection* – Revisit by a HydroCorp representative to a facility that was previously inspected. The re-inspection frequency/schedule is based on the degree of hazard assigned to the facility during the initial inspection (one or five year re-inspection cycle, as agreed to by the parties).

2.3 INSPECTION SCHEDULE. HydroCorp shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Utility's designated contact person. The initial check in will include a list of inspections scheduled. An exit interview will include a list of inspections completed.

2.4 PROGRAM DATA. HydroCorp will generate and document the required program data for the Facility Types listed in the Scope of Services using the HydroCorp Software Data Management Program. Program Data shall remain property of the Utility; however, the HydroCorp Software Data Management program shall remain the property of HydroCorp and can be purchased for an additional fee. Data services will include:

- Prioritize and schedule inspections.
- Notify users of inspections, backflow device installation and testing requirements if applicable.
- Monitor inspection compliance using the HydroCorp online software management program.
- Maintain the program to comply with all EGLE regulations.

2.5 MANAGEMENT REPORTS. HydroCorp will submit comprehensive management reports in electronic, downloadable format on a quarterly & annual basis to the Utility. Reports to include the following information:

- Name, location, and date of inspections
- Number of facilities inspected/surveyed
- Number of facilities compliant/non-compliant

2.6 REVIEW OF CROSS-CONNECTION CONTROL ORDINANCE. HydroCorp will review or assist in the development of a cross-connection control ordinance. Items for review include:

- Code adoption references, standard operational procedures, program notice documentation, reporting procedures, and reference standards.
- Penalties for noncompliance.



- 2.7 **VACUUM BREAKERS.** HydroCorp will provide up to six (6) ASSE-approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection if no other cross-connections are identified.
- 2.8 **PUBLIC RELATIONS PROGRAM.** HydroCorp will assist the Utility with a community-wide public relations program, including general awareness brochures and website cross-connection control program content.
- 2.9 **SUPPORT.** HydroCorp will provide ongoing support via phone, fax, text, website, or email for the contract period.

2.10 **FACILITY TYPES.** The facility types included in the program are as follows:

- Industrial
- Institutional
- Commercial
- Miscellaneous Water users
- Multifamily

Complex Facilities. Large industrial and high-hazard complexes or facilities may require inspection/survey services outside the scope of this Agreement. (HydroCorp typically allows a maximum of up to three (3) hours of inspection time per facility.) An independent cross-connection control survey (at the business owner's expense) may be required at these larger/complex facilities, and the results submitted to the Utility to help verify program compliance.

- 2.11 **INSPECTION TERMS.** HydroCorp will perform a minimum of 300 inspections over a two-year contract period. The total inspections include all initial inspections, compliance, and re-inspections. *Vacant facilities that have been provided to HydroCorp, scheduled no show, or refusal of inspection will count as an inspection/site visit for purposes of the contract.*
- 2.12 **COMPLIANCE WITH DEPARTMENT OF ENVIRONMENT, GREAT LAKES AND ENERGY (EGLE).** HydroCorp will assist in compliance with EGLE and Michigan Plumbing Code cross-connection control program requirements for all commercial, industrial, institutional, residential, multifamily, and public authority facilities.
- 2.13 **POLICY MANUAL.** HydroCorp will review and/or develop a comprehensive cross-connection control policy manual/plan and submit to the appropriate regulatory agency for approval on behalf of the Utility.
- 2.14 **INVENTORY.** HydroCorp shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model, and serial number if applicable.
- 2.15 **DATA MANAGEMENT.** HydroCorp shall provide data management and program notices for all inspection services throughout the contract period.
- 2.16 **ANNUAL YEAR-END REVIEW.** HydroCorp will conduct an on-site annual year-end review meeting to discuss the overall program status and specific program recommendations.
- 2.17 **CROSS-CONNECTION CONTROL BROCHURES.** HydroCorp will provide approximately 300 cross-connection control educational brochures for the duration of the Agreement.
- 2.18 **INSURANCE.** HydroCorp will provide all required copies of general liability, workers' compensation, and errors and omissions insurance naming the Utility as an additional insured if required.



ARTICLE III. Responsibilities of the Utility

- 3.1 UTILITY'S REPRESENTATIVE.** On or before the date services are to commence under this Agreement, the Utility shall designate an authorized representative ("Authorized Representative") to administer this Agreement.
- 3.2 COMPLIANCE WITH LAWS.** The Utility, with the technical and professional assistance of HydroCorp, shall comply with all applicable local, state, and federal laws, codes, ordinances, and regulations as they pertain to the water inspection and testing, and shall pay for any capital improvements needed to bring the water treatment and delivery system into compliance with the aforementioned laws.
- 3.3 NOTICE OF LITIGATION.** In the event that the Utility or HydroCorp has or receives notice of or undertakes the prosecution of any actions, claims, suits, administrative proceedings, investigations or other proceedings in connection with this Agreement, the party receiving such notice or undertaking of such prosecution shall give the other party timely notice of such proceedings and will inform the other party in advance of all hearings regarding such proceedings.
- 3.4 FACILITY LISTING.** The Utility must provide HydroCorp a complete list of facilities to be inspected, including facility name, type of service connection, address, contact person, and phone number, (if available). *Electronic file format, such as Microsoft Excel, etc., is required. An additional one-time fee to manually enter the facility listing will be charged at the rate of \$80.00 per hour. Incorrect facility addresses will be returned to the Utility contact, and corrected addresses will be requested.*
- 3.5 LETTERHEAD/LOGO.** The Utility will provide HydroCorp with an electronic file copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only. (300 dpi in either .eps, or other high-quality image format for printing.)

ARTICLE IV. Term, Compensation, and Changes in Scope of Services

- 4.1 TERM AND TERMINATION TERM.** Services by HydroCorp under this Agreement shall commence on May 1, 2024, and end two- (2) years from such date unless this Agreement is renewed or terminated as provided herein. The terms of this Agreement shall be valid only upon the execution of this Agreement within ninety (90) days of its receipt. Failure to execute this Agreement within the ninety (90) day period shall deem the proposed terms void.
- 4.2 RENEWAL.** Upon the expiration of this two-year agreement, unless either party provides written notice of termination not less than 60 days prior to the expiration of the initial term (or any such renewal term) this agreement will automatically renew in (1) year term increments. Inflationary adjustments to each renewal term will be equal to the annual Consumer Price Index as measured in the Utilities local/regional area at the time of renewal or 4%, whichever is greater.
- 4.3 TERMINATION.** The Utility or HydroCorp may terminate this Agreement at any time and on any date in the initial and renewal terms of this Agreement, with or without any cause, by giving written notice of such intent to terminate to the other party at least thirty (30) days prior to the effective date of termination. Notice of the intent to terminate shall be given in writing by personal service, by an authorized agent, or by certified mail, return receipt requested. The Utility shall pay the balance of any outstanding accounts for work performed by HydroCorp.
- 4.4 BASE COMPENSATION.** The Utility shall pay HydroCorp as compensation ("Base Compensation") for labor, equipment, material, supplies, and utilities provided and the services performed pursuant to this Agreement, **\$1,768.00 per month, \$21,216.00 annually, for a two-year contract total of \$42,432.00.** Completed inspections shall consist of all initial inspections, re-inspections, and compliance inspections as defined in section 2.2.



- 4.5 PAYMENT OF INVOICES.** Upon presentation of invoices by HydroCorp, all payments including base and other compensation shall be due and payable on the first day of each month (due date) after the month for which services have been rendered. All such payments shall be made no later than thirty (30) days after the due date. Failure to pay shall be deemed a default under this Agreement. For any payment to HydroCorp which is not made within thirty (30) calendar days after the due date, HydroCorp, shall receive interest at one and one-half (1½) percent per month on the unpaid balance.
- 4.6 CHANGES IN SCOPE OF SERVICES.** In the event that the Utility requests and HydroCorp consents to perform additional work or services involving the consulting, management, operation, maintenance, and repair of the Utility's water delivery system where such services or work exceeds or changes the Scope of Services contemplated under this Agreement, HydroCorp shall be provided additional compensation. Within thirty (30) calendar days from the date of notice of such additional work or services, the parties shall mutually agree upon an equitable sum for additional compensation. This amount shall be added to the monthly sum effective at the time of change in scope. Changes in the Scope of Service include, but are not limited to, requests for additional service by the Utility or additional costs incurred in meeting new or changed government regulations or reporting requirements.
- 4.7 CLIENT CONFIDENTIALITY.** Disclosure of all communications between HydroCorp and the Utility regarding business practices and other methods and forms of doing business is subject to the provisions of Michigan Freedom of Information Act. HydroCorp agrees to make available for inspection and copying all records in its possession created, produced, collected, or otherwise related to this Agreement to the same extent as if the records were maintained by the Utility. HydroCorp expressly acknowledges and agrees that its obligations concerning Freedom of Information Act and compliance regarding records related to this Agreement should not be limited by copyright, license, privacy and/or confidentiality except as authorized under the Freedom of Information Act.
- 4.8 ACCESSIBILITY.** Backflow prevention device information will be completed in full only when the identifying information (i.e. data plate, brass tag, etc.) is accessible and visible from ground level or from a fixed platform/mezzanine.
- 4.9 CONFINED SPACES.** – HydroCorp personnel will not enter confined spaces.

ARTICLE V. Risk Management and General Provisions

- 5.1 INFORMATION.** Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete to the best of their knowledge, yet due to the inaccessible nature of water piping or lack of access provided by property owner/water user, complete accurate data is not always available. Cross-connection control inspection and results are documented as of a specific date. The property owner and/or water user may make modifications to the potable water system after the inspection date that may impact compliance with the program.
- 5.2 LIMITATION OF LIABILITY.** HydroCorp's liability to the Utility for any loss, damage, claim, or expense of any kind or nature caused directly or indirectly by the performance or non-performance of obligations pursuant to this Agreement shall be limited to general money damages in an amount not to exceed or within the limits of the insurance coverage provided hereunder. HydroCorp shall in no event be liable for indirect or consequential damages, including but not limited to, loss of profits, loss of revenue, or loss of facilities, based upon contract, negligence, or any other cause of action.



5.3 HYDROCORP INSURANCE. HydroCorp currently maintains the following insurance coverage's and limits:

	<u>Occurrence</u>	<u>Aggregate</u>
Comprehensive General Liability	\$1 Million	\$2 Million
Excess Umbrella Liability	\$5 Million	\$5 Million
Automobile Liability (Combined Single Limit)	\$1 Million	
Worker's Compensation/ Employer's Liability	\$1 Million	
Errors and Omissions	\$2 Million	\$2 Million

Within thirty (30) calendar days of the start of the project, HydroCorp shall furnish the Utility with satisfactory proof of such insurance, and each policy will require a 30-day notice of cancellation to be given to the Utility while this Agreement is in effect. The Utility shall be named as an additional insured according to its interest under the general liability policy during the term of this Agreement.

5.4 UTILITY INSURANCE. The Utility will maintain liability insurance on an all-risk basis and including extended coverage for matters set forth in this Agreement.

5.5 RELATIONSHIP. The relationship of HydroCorp to the Utility is that of independent contractor and not one of employment. None of the employees or agents of HydroCorp shall be considered employees of the Utility. For the purposes of all state, local, and federal laws and regulations, the Utility shall exercise primary management, and operational and financial decision-making authority.

5.6 ENTIRE AGREEMENT AMENDMENTS. This Agreement contains the entire Agreement between the Utility and HydroCorp, and supersedes all prior or contemporaneous communications, representations, understandings, or agreements. This Agreement may be modified only by a written amendment signed by both parties.

5.7 HEADINGS, ATTACHMENTS, AND EXHIBITS. The heading contained in this Agreement is for reference only and shall not in any way affect the meaning or interpretation of this Agreement. The Attachments and Exhibits to this Agreement shall be construed as integral parts of this Agreement.

5.8 WAIVER. The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.

5.9 ASSIGNMENT. This Agreement shall not be assigned by either party without the prior written consent of the other unless such assignment shall be to the affiliate or successor of either party.

5.10 FORCE MAJEURE. A party's performance under this Agreement shall be excused if, and to the extent that, the party is unable to perform because of actions due to causes beyond its reasonable control such as, but not limited to, Acts of God, the acts of civil or military authority, loss of potable water sources, water system contamination, floods, quarantine restrictions, riot, strikes, commercial impossibility, fires, explosions, bombing, and all such interruptions of business, casualties, events, or circumstances reasonably beyond the control of the party obligated to perform, whether such other causes are related or unrelated, similar or dissimilar, to any of the foregoing. In the event of any such force majeure, the party unable to perform shall promptly notify the other party of the existence of such force majeure and shall be required to resume performance of its obligations under this Agreement upon the termination of the aforementioned force majeure.

5.11 AUTHORITY TO CONTRACT. Each party warrants and represents that it has authority to enter into this Agreement and to perform the obligations, including any payment obligations, under this Agreement.

5.12 GOVERNING LAW AND VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, regardless of the fact that any of the parties hereto may be or may become a resident of a different state or jurisdiction. Any dispute between the parties, with both parties' consent, may



be settled by arbitration in accordance with the applicable rules of the American Arbitration Association, Any arbitration award or determination shall be final and binding and any court of competent jurisdiction may enter a judgment on such award which shall be enforceable in the same manner as any other judgment of the such court. Any suit or action arising shall be filed in a court of competent jurisdiction within the State of Michigan, venue by the presiding County. The parties hereby consent to the personal jurisdiction of said court within the State of Michigan.

5.13 COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.

5.14 NOTICES. All notices, requests, demands, payments and other communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally or sent by nationally recognized overnight carrier, or mailed by certified mail, postage prepaid, return receipt requested, as follows:

If to HydroCorp:

HydroCorp
c/o Mark Martin
5700 Crooks Road, Ste. 100
Troy, MI 48337
(248) 250-5005

If to Utility:

City of Plymouth
c/o Chris Porman
1231 Goldsmith
Plymouth, MI 48170
(734) 453- 7737

5.15 SEVERABILITY. Should any part of this Agreement for any reason, be declared invalid or void, such declaration will not affect the remaining portion, which will remain in full force and effect as if the Agreement has been executed with the invalid portion eliminated.

SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

City of Plymouth

By:
Title:

HydroCorp



By: Paul M. Patterson



Appendix

Specific Qualifications & Experience

HydroCorp™ is a professional service organization that specializes in Cross Connection Control Programs. Cross Connection Control Program Management & Training is the main core and focus of our business. We are committed to providing water utilities and local communities with a cost-effective and professionally managed cross-connection control program in order to assist in protecting the public water supply.

- HydroCorp conducts over 70,000 Cross Connection Control Inspections **annually**.
- HydroCorp tracks and manages over 135,000+ backflow prevention assemblies for our Municipal client base.
- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.
- Our municipal inspection team is committed to providing outstanding customer service to the water users in each of the communities we serve. We teach and train customer service skills in addition to the technical skills since our team members act as representatives of the community that we service.
- Our municipal inspection team has attended training classes and received certification from the following recognized Cross Connection Control Programs: UF TREEO, UW-Madison, and USC – Foundation for Cross Connection Control and Hydraulic Research, American Backflow Prevention Association (ABPA), American Society for Sanitary Engineering (ASSE). HydroCorp recognizes the importance of Professional Development and Learning. We invest heavily in internal and external training with our team members to ensure that each Field Service and Administrative team member has the skills and abilities to meet the needs of our clients.
- We have a trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely, and courteous manner. Our administrative staff can answer most technical calls related to the cross-connection control program and have attended basic cross-connection control training classes.
- HydroCorp currently serves over 370 communities in Michigan, Wisconsin, Maryland, Delaware, Virginia & Florida. We still have our first customer!
- HydroCorp and its' staff are active members in many water industry associations including: National Rural Water Association, State Rural Water Associations, National AWWA, State AWWA Groups, HydroCorp is committed to assisting these organizations by providing training classes, seminars, and assistance in the area of Cross Connection Control.
- Several Fortune 500 companies have relied on HydroCorp to provide Cross Connection Control Surveys, Program Management & Reporting to assist in meeting state/local regulations as well as internal company guidelines.



RESOLUTION

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

WHEREAS The City of Plymouth operates a water distribution system in accordance with Requirements of the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE), and

WHEREAS In order to protect the public health, safety and welfare and the public water Supply the City is required to have a Cross Connection Program.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize a Professional Services Contract with Hydro Corp of Troy, Michigan to complete the City's Cross Connection Program at a cost of \$1,768.00 per month for a two-year contract for a total \$42,432.00.



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. Sincok, City Manager
CC: *Memorandum - Arbor Day Foundation Community Tree Canopy Program - 05-06-24*
Date: May 1, 2024
RE: Partnership with Arbor Day Foundation – Community Canopy Tree Program

Background

The City Commission is aware that we have been designated as a Tree City USA for a total of 19 years through the Arbor Day Foundation. Further, the City Commission established as a part of their five-year strategic plan a goal of sustainable infrastructure, to include eco-friendly, sustainable practices, and environmentally aware organizations.

The Arbor Day Foundation is offering a service which is called the Community Tree Canopy Program. We have attached a memorandum from staff which further outlines this program, which will help ensure that we are working to preserve the city's tree canopy for another generation or more.

We will note that there is a cost for the city to participate in this program and we are estimating the cost with the Arbor Day Foundation to be \$13,000. Since we are in the process of finalizing the 2024 – 25 budgets, now is a good time to direct the Administration to include this program in the upcoming budget.

Recommendation

The City Administration recommends that the City Commission direct the City Administration to include funding of \$13,000 for the Arbor Day Foundation Community Tree Canopy Program. The program would be implemented as a part of the 2024 – 25 Fiscal Year budget.

We have provided additional information to the City Commission from staff, and we have attached a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions in advance of the meeting, please feel free to contact me.



Department of Municipal Services

1231 Goldsmith, Plymouth, MI

734-453-7737

dms@plymouthmi.gov

Date: April 29, 2024
To: Paul Sincock, City Manager
From: Chris S. Porman, Assistant City Manager/Director of Municipal Services
Adam Gerlach, Assistant Director of Municipal Services
Greta Bolhuis, Community Development Director
Re: Community Canopy Program

BACKGROUND:

As you are aware, the City Commission has adopted a key objective to “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.” A way to meet this objective could be to partner with the Arbor Day Foundation to implement the Community Canopy program.

Founded in 1972, the Arbor Day Foundation is the world’s largest membership nonprofit organization dedicated to planting trees. With a focus in communities and forests of greatest need, the Foundation — alongside its more than 1 million members, supporters, and valued partners — has helped to plant nearly 500 million trees in more than 50 countries. Guided by its mission to inspire people to plant, nurture and celebrate trees, the Arbor Day Foundation is committed to unlocking the power of trees to help solve critical issues facing people and the planet.

The City of Plymouth has met qualifications by the Arbor Day Foundation to achieve the Tree City USA designation for the last 12 years, and 19 years in total. Another program the Arbor Day Foundation presents is the Community Canopy program. The Community Canopy program is a turnkey approach to providing trees directly to residents and has distributed more than 450,000 trees to households nationwide since 2011.

Residents can reserve trees using an online mapping tool that takes the guesswork out of where to plant the tree on a specific property to help maximize the trees air, water, energy, and carbon benefits. The Community Canopy program allows residents to strategically plant trees on their property to reduce their energy costs. Carefully positioned trees can reduce a household’s energy consumption for heating and cooling by up to 25 percent. Computer models devised by the U.S. Department of Energy predict that proper placement of only three trees can save an average household between \$100 and \$250 in energy costs annually.

To implement the Community Canopy program, the city would commit to ordering 200 trees for residents to plant themselves on their own property. The city would pre-select the types of trees available to residents to ensure a diversification of species and trees that are good for our climate. Residents can then select their preferred tree for their yard, and it would be mailed directly to their home.

RECOMMENDATION:

We propose the City Commission consider this program as it meets the strategic plan objective to “grow a mature tree canopy”. The Arbor Day Foundation requires a minimum number of 200 trees at a minimum price of \$55.00 per tree. To ensure we choose a selection that is adequate for our needs, we estimate an average cost of \$65.00 per tree for a total cost of \$13,000. The funding source would be the solid waste fund and/or street fund.

Should the City Commission consider this program worthwhile, we anticipate starting the program with direct mailing first and then plan for a local pickup event in the fall.

We have included some additional information from the Arbor Day Foundation for reference.

If you have any questions, please contact us directly.

Welcome!

Welcome to Tree Town's Community Canopy Project, a unique program designed to help you better understand where to plant trees on your property to create environmental benefits.



At Tree Town, we're committed to a greener, healthier world. Trees around homes will not only help reduce the amount of energy your home requires, but they also add to your property value, reduce your carbon footprint, improve the air quality, and more effectively catch stormwater runoff. It is our intention that the free trees we provide be a gift to you and your community.

Tree Town is proud to sponsor this program and provide you with 2 free trees. In less than ten minutes, you can reserve your free trees Thanks for participating in this exciting program.

Available trees

Bald Cypress, Bur Oak, Common Hackberry, Eastern Redbud, Red Maple, White Pine

Find your home (See 2014)

Type in your address below to get started.

Street address
3400 S. 27th St.

City, State
Lincoln, NE

ZIP code
68502

Promotion
**Default Campaign
2-4 ft 1 gallon, potted**

Start

[Ordering for multiple homes?](#)

Place your trees (See 2014)

Your Trees

	Bald Cypress <small>Small tree, 2-4 ft</small>	\$18.95/yr
	White Pine <small>Small tree, 2-4 ft</small>	\$15.25/yr

Change Tree POOR GOOD IDEAL



Thank you for your order!

Your order has been received and is being processed. A confirmation e-mail will be sent to info@convoycommunity.org shortly.
For your records, your order number is 146071.

[Print a confirmation](#)
1/16/2010 9:25:34 AM EDT, 1/16/10

[Ever had about your savings?](#)
Spread the word!

[Subscribe to our Facebook](#)

[Learn about it](#)

[Small!](#)

Did you know...

Your trees will do more than help conserve energy. They are many environmental benefits to list:

Stemwater runoff capture

Your impact:
2000 gallons / yr.

Each stem water offset contains 5000 gallons and can be used for irrigation, lawns, gardens, car washes, and other pollutants. These pollutants can affect drinking water, aquatic life, and vegetation health. Your trees will help absorb and capture this stem water, and in turn help reduce runoff effects.

CO₂ emissions capture

Your impact:
700 lbs / yr.

Carbon dioxide (CO₂) emissions contribute to global warming. Trees absorb CO₂ from the atmosphere. Trees absorb CO₂ from their roots, trunks, stems, and leaves while they grow.

Air pollution absorption

Your impact:
2 lbs / yr.

Your trees will help absorb pollutants from the atmosphere. Gases, acids, and other pollutants can be harmful to people and animals. Trees absorb pollutants from the air and soil, such as dust, ash, and so on.

Need more information?

The Arbor Day Foundation
221 West 22nd Street
Lincoln, NE 68508

Site navigation
[Home](#)
[About](#)
[Partners](#)
[FAQ](#)
[Contact Us](#)

Need help?
Call us: 1.800.226.3301
[800.226.3301](#)
[800.226.3301](#)

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RESOLUTION

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

- WHEREAS The City Commission has adopted a key objective to grow a mature tree canopy, and
- WHEREAS The Arbor Day Foundation’s Community Canopy program is a turnkey approach to providing trees directly to property owners, and
- WHEREAS The City Commission is investing in the City of Plymouth tree canopy.

NOW THEREFORE BE IT RESOLVED THAT the City Commission does hereby approve funds not to exceed \$13,000 to implement the Community Canopy program.



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 - Updated Street Tree Planting Policy - 05-06-24.docx*
Date: May 1, 2024
RE: Updated Street Tree Planting Program Policy

Background

In an effort to encourage the planting of trees in the city right of way, the city has offered a street tree planting program. This program has been in place in order to help meet the City Commission's Strategic Plan related to sustainable infrastructure and eco-friendly, sustainable practices. In the past, the resident would have to pay for a street tree to be planted in the right of way or tree lawn area.

Recently, there has been some interest on the part of the City Commission to allocate funding to plant trees in the public right of way or tree lawn areas. Over the past few years, the city has averaged planting approximately 20 trees under this program. The trees that we have planted are a variety of sizes and species, that are approximately 2 inch to 2.5 inch caliper in size. The City staff works with the homeowner to select the right tree for the right location.

We have attached a memorandum from staff relating to expanding this program to a city funded program for the 2024 – 25 Fiscal Year. This would help establish a further incentive for residents to plant additional trees near their property, in the right of way.

Recommendation

The City Administration recommends that the City Commission direct the City Administration to include funding of \$13,000 for the updated Street Tree Planting Program in the 2024 – 25 Fiscal Year Budget.

We have provided additional information to the City Commission from staff, and we have attached a proposed Resolution for the City Commission to consider. Should you have any questions, please feel free to contact us.



Department of Municipal Services

1231 Goldsmith, Plymouth, MI

734-453-7737

dms@plymouthmi.gov

Date: May 1, 2024
To: Paul Sincock, City Manager
From: Chris S. Porman, Assistant City Manager/Director of Municipal Services
Adam Gerlach, Assistant Director of Municipal Services
Greta Bolhuis, Community Development Director
Re: Street Tree Planting Program

BACKGROUND:

As you are aware, the City Commission has adopted a key objective in the annual strategic planning process to “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.” A way to meet this objective is to revamp the City’s Street Tree Planting Program.

Currently, the City of Plymouth Street Tree Planting Program is available to every property owner to have trees added in the right of way adjacent to their home. The 2023 program details are described on the flyer/form attached. The price per tree ranges from \$180.00 to \$450.00 depending on size and species, which is basically the City’s wholesale cost from the nursery. City staff typically handle the process from start to finish, providing information, assisting in species selection, marking the location, digging the hole, picking up from the nursery, planting, mulching, adding a watering bag, and educating on care. Street trees come with no warranty or guarantee, and it is the property owner’s responsibility to ensure the tree is successfully established.

In speaking with various City Commissioners over the course of the moratorium, there seems to be interest in increasing the tree canopy and improving our Street Tree Planting Program. The current program is often cumbersome and can be improved. We are presenting a new avenue to explore increasing investment in the public property tree canopy.

Under the proposed revamped Street Tree Planting Program, property owners will have the ability to choose to participate and have one street tree planted in the right-of-way adjacent to their home. A limited selection of small, medium, and large size options will be offered, while continuing to provide a diversification of species planted on the street. Offering a limited selection ensures that the city may pre-order from the nursery, getting the best pricing,

guaranteeing availability, and making the choice easier for the property owner. Trees would be reserved on a first come, first served basis at no additional cost to the property owner. Once all the trees are claimed for that year, the city will close the program until the next planting season. For consideration would be a program allocating \$13,000 which would allow for approximately 25 to 30 street trees to be planted. The funding for which would come from the solid waste fund and/or street fund. The \$13,000 is the same value that was proposed for consideration to match the Arbor Day Tree Canopy Program, thus investing the same in the public and private side.

RECOMMENDATION:



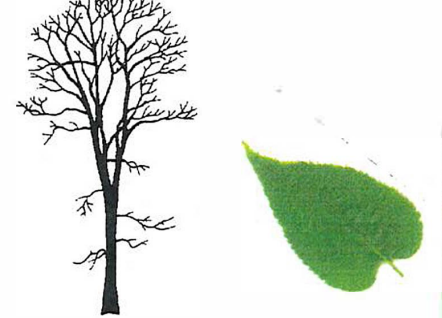
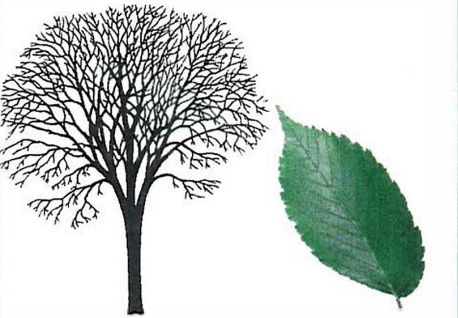
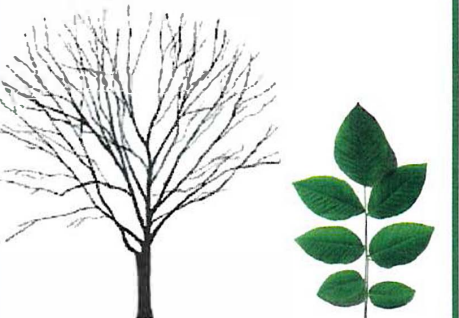


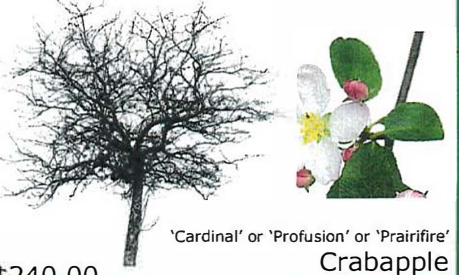

Staff recommends the City Commission consider the revised Street Tree Program for a cost not to exceed \$13,000 each year.

If you have any questions, please contact us directly.

City of Plymouth

2024 Street Tree Planting Program Information & Order Form

Tree Selection is organized by the size of the species. The City of Plymouth offers several options for Large, Medium and Small trees. Other tree species are available based upon availability.

Large, >40' mature height		
 \$250.00 Tulip Tree	 \$250.00 American Sweetgum	 \$265.00 Hackberry
Additional large size option: 'Heritage' River Birch \$230.00		
Medium, 25'-40' mature height		
 \$250.00 'Frontier' Hybrid Elm	 \$320.00 Yellowwood Tree	 \$280.00 Japanese Zelkova
Additional medium size option: 'Regal Petticoat' Sycamore Maple \$320.00		
Small, <30' mature height		
 \$320.00 'Ivory Silk' Japanese Tree Lilac	 \$240.00 'Cardinal' or 'Profusion' or 'Prairifire' Crabapple	 Phone: 734-453-7737 Email: dms@plymouthmi.gov
Additional small size option: 'Winter King' Green Hawthorne \$280.00		

Please contact Municipal Services at 734-453-7737 for additional tree species. Due to limited nursery stock, species listed may not be available.

Forms to be updated to indicate no cost program

Specifications:

- All street trees purchased through the City of Plymouth Street Tree Program are guaranteed to be true to name, disease free and healthy at the time of planting

Trees do not come with any other quarantees; expressed nor implied and come with NO WARRANTY.

- All street trees must be planted in the City owned right-of-way. Typically this is the area between the sidewalk and the curb, known as the tree lawn. Trees purchased through this program are not allowed to be planted on private property.
- All street trees listed are Balled & Burlapped stock. The prices listed are for 2 inch to 2-1/2 inch caliper trees. Caliper is the diameter of the trunk of the tree at 4-1/2 feet above ground level. Other caliper trees are available upon request, pricing corresponds to the size of the tree. The larger the caliper of tree, the higher the price.
- All street trees are planted according to ANSI A300 (Part 6) Standards for tree care.
- All street trees are watered, staked and mulched at the time of planting.

Ordinance Requirements:

The planting of street trees must follow all applicable City of Plymouth Ordinances. The following are summaries from the ordinance related to new street tree planting:

- Spacing: 25 feet min. on center for deciduous, 15 feet min. on center for ornamental
- Placement: Middle of lot frontage, between the driveways

Recommendations for placement:

- Spacing: 25-50 feet between trees depending on species and purpose
- Distance from back of curb & edge of sidewalk: 2 feet min.
- Distance from street corners: 35 feet min.
- Distance from utilities (fire hydrants, manholes, etc.): 10 feet min.
- Distance from overhead utilities & street lights: 10 feet min.
- Distance from driveways & alleyways: 10 feet min.

Ordering:

- Call the City of Plymouth Municipal Services at 734-453-7737 or email at dms@plymouthmi.gov to schedule an appointment.
- A representative will meet with you to evaluate the tree lawn at your property. This ensures the tree(s) you choose will meet the ordinance requirements.
- After you have selected your street tree you will be mailed an invoice. Once payment has been received, tree(s) will be scheduled to be planted.
- Your street tree will be planted in early fall, or periodically through the Spring, Summer and Fall seasons depending on weather conditions and crew availability.



**City of Plymouth
Municipal Services**

1231 Goldsmith
Plymouth, MI 48170

Phone: 734-453-7737
Fax: 734-455-1666
E-mail:
dms@plymouthmi.gov

Forms to be updated to indicate no cost program

Name: _____ **Address:** _____

Phone: _____ **Email:** _____

Tree (s): _____ **Qty:** _____

Location Instruction: _____

Please contact us at 734-453-7737 to schedule an appointment & place your order.

RESOLUTION

The following Resolution was offered by _____ and seconded by

WHEREAS The City Commission has adopted a key objective in their strategic plan to Grow a mature tree canopy, in order to help protect the public health and Welfare, and

WHEREAS The City Commission has previously offered a program called the "Street Tree Program" and the City Commission would like to update this program to allow For the planting of street trees at no cost to the property owner, and

WHEREAS It is the desire of the City Commission to implement the no cost Street Tree Program with the 2024 – 25 Budget.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby direct the City Administration to include a funding level of \$13,000.00 for the revised Street Tree Program in the 2024 – 25 Fiscal Year Budget that is anticipated to be adopted in June of this year.



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 - Tree Ordinance Amendments 1st Reading - 05-06-24.docx
Date: May 1, 2024
RE: 1st Reading Ordinance Amendment – Chapter 34, Article 1, Trees

Background

The City Commission is aware that they adopted a 90-day moratorium on enforcement of what is commonly known as the Tree Ordinance, particularly related to trees on private property. The discussion of the Tree Ordinance is a result of a federal Sixth Circuit Court case. The City Attorney has presented information to the members of the City Commission. We have attached a letter from City Attorney Marzano here for your reference.

The staff has been very busy since the City Commission adopted the moratorium. In an effort to provide clarity and transparency the City Administration sent to the City Commission on April 24, 2024, a copy of the then “working draft” of proposed changes in the Tree Ordinance. We asked for the Commission to review the draft and provide us with any comments/input well in advance of any action on May 6th. We also provided information related to two other programs related to planting trees. One program would be in partnership with the Arbor Day Foundation, and the other would be a new street tree program. Any comments that came in were reviewed as a part of this final presentation.

We anticipate three actions on the agenda on May 6th, including, the first reading of the Ordinance Amendments, authorization to participate in the Arbor Day Foundation tree program, and a new Street Tree Policy. Again, these will all be separate actions by the City Commission.

We have attached information related to the first reading of amendments to the Tree Ordinance and a memorandum from staff as it relates to this matter.

Recommendation

The City Administration recommends that the City Commission adopt several changes to Part II, of the Code of Ordinances, Chapter 34, Trees. Basically, these changes will remove many regulations related to

trees on private property. In addition, establish a Public Hearing on changes for Chapter 34 Code Amendments and to have a second reading of the Ordinance amendments on Monday, May 20, 2024.

If you have any questions regarding this matter, please feel free to contact us in advance of the meeting.



Department of Municipal Services

1231 Goldsmith, Plymouth, MI

734-453-7737

dms@plymouthmi.gov

Date: May 1, 2024
To: Paul Sincock, City Manager
From: Chris S. Porman, Assistant City Manager/Director of Municipal Services
Adam Gerlach, Assistant Director of Municipal Services
Greta Bolhuis, Community Development Director
Re: Tree Ordinance Amendments

BACKGROUND:

As you are aware, the Sixth Circuit Court of Appeals has issued an opinion addressing the constitutionality of municipal tree ordinances. On February 20, 2024, the City Commission enacted a moratorium on enforcement of certain sections of the ordinance. Since then, the City Administration has reviewed the current tree ordinance and is proposing some amendments.

PROPOSED CHANGES:

- Expand Section 34-1 to list benefits of trees and identify trees as public infrastructure
- Delete part of Section 34-2 to remove definitions that are no longer referenced, add definition for "diseased tree", and amend definition for tree protection plan
- Delete Section 34-18, 34-19, and 34-22 for private tree removal and new construction street tree planting requirement
- Amend Section 34-23 to reference "private" trees
- Delete part of Section 34-24 which required permits for tree removal, planting, and replacement
- Delete part of Section 34-26 that references private tree removal and replacement
- Amend Section 34-27 to identify the City Commission as the appeal board
- Reorder remaining sections to accommodate deleted sections

RECOMMENDATION:

Staff recommends that the City Commission complete a First Reading of the proposed tree ordinance language and approve the same. Staff further recommends the City Commission schedule a public hearing for the Chapter 34 code amendments and complete the 2nd Reading of the proposed amendments, at the next regular City Commission Meeting. The City Attorney has reviewed the proposed changes.

If you have any questions, please contact us directly.



April 25, 2024

Via Email

City of Plymouth City Commissioners
201 S. Main Street
Plymouth, MI 48170

Re: City of Plymouth Tree Ordinance
File No. 09992.80533

Dear City Commission Members:

As you are aware, the Sixth Circuit Court of Appeals has issued an opinion addressing the constitutionality of municipal tree ordinances. Based upon a legal challenge to Canton Township's Tree Ordinance, which is similar to that of the City of Plymouth, the Sixth Circuit Court of Appeals (one level below the United States Supreme Court) was tasked with determining whether Canton's Tree Ordinance violated the United States Constitution. I am not going to get into the facts and details of the Court's decision in *F.P. Development, LLC, v. Charter Township of Canton, Michigan*, 16 F.4th 198 (CA 6, 2021), but will discuss the holding of the Court and the issues created by the Court.

First, the Court noted that the rights guaranteed by the Takings Clause of the Fifth Amendment, as applied to the states through the Fourteenth Amendment, limit all regulations of private property that go too far. Under the "unconstitutional-conditions doctrine," government may not deny a benefit to a person because he or she exercises his or her constitutional right. The doctrine vindicates the Constitution's enumerated rights by preventing the government from coercing people into giving them up.

The Court noted that to be "constitutionally correct," an ordinance like the tree ordinance being examined had to (1) have an essential nexus between the City's legitimate interest in adopting the ordinance and the permit conditions; and (2) pass the rough proportionality test, which asks whether the degree of exactions demanded by the municipality's permit conditions bears the required relationship to the projected impact of the owner's proposed development. The required relationship does not have to be exacting, but cannot be "generalized." It must be "roughly proportional."

While no precise mathematical calculation is required, the municipality must make some sort of individualized determination that the required dedication is related both in nature and extent to the impact of the proposed development. Put another way, what is the impact of the proposed tree(s) removal on the municipality's interests, as enumerated in the ordinance, as to this particular development and/or lot? To satisfy the nexus and rough proportionality test, the government must introduce some evidence relating to the methodology and functioning of its exactions.

ATTORNEYS & COUNSELORS AT LAW

As a result of the *F.P. Development* decision, the City of Plymouth should review and consider amending the current Tree Ordinance to bring it as close as possible to be in compliance with the *F.P. Development* decision. Unfortunately, it appears that the most feasible way to do so would be to remove Sections 34-18, 34-19, 34-22, and 34-24, from the current tree ordinance. The result would be that there would be no regulation or permit requirements for people to remove trees from their private property. If a property owner wanted to remove a tree(s) from his or her private property, he or she could do so at will with no need for a permit, tree replacement, or paying into a tree fund. The other option is to do nothing and let the ordinance as it is currently drafted stay the way it is. This option would most likely result in a legal challenge in court. The City's chances of success in doing nothing would most likely lead to an adverse ruling against the City and its Tree Ordinance.

As you can see, the Court in *F.P. Development* case has put municipalities in a difficult position. The *F.P. Development* opinion provides very little guidance of what a constitutional tree ordinance should look like as applied to private property owners. In addition, it makes compliance with the decision nearly impossible. However, unless a case is taken to the United States Supreme Court to challenge the *F.P. Development* decision, this is the law the City of Plymouth must follow. The chances of such a case getting to the United State Supreme Court are very slim.

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

Very truly yours,

PLUNKETT COONEY



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

RAM/b

ARTICLE I. TREES¹

DIVISION 1. GENERALLY

Sec. 34-1. Intent.

The purpose of this chapter is to promote and provide for the protection of the public health, safety, and general welfare through the regulation of the planting, maintenance, and removal of trees, shrubs, and other plants within the City of Plymouth, preservation, and reforestation of the City of Plymouth's tree canopy, trees, and woodlands. Trees provide numerous benefits such as stormwater management, runoff infiltration, air quality improvements, and support property values, making them an important piece of our public infrastructure.

(Ord. No. 2019-01 , 7-15-19; Ord. No. 2020-06 , 12-21-20)

Sec. 34-2. Definitions.

The following words, terms, and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Dead tree means any tree that has no visible growth (within the appropriate growing season for all deciduous trees), no visible buds, twigs that do not exhibit flexibility, and twigs that do not appear green at the cambium layer when outer bark has been physically removed.

Diameter breast height (DBH) means the diameter, in inches, of a tree measured at four and one-half feet above the existing grade.

Diseased tree means any tree that shows signs of any of the following issues: premature leaf defoliation or reduction in foliage, leaves or needles with dark spots, unusual colors, or distorted shapes, changes in tree bark, fungi or root rot, or other conditions that indicate disease as identified by the State of Michigan Department of Natural Resources.

Dripline means the imaginary vertical line, which extends downward from the outermost tips of the tree branches to the ground.

Front yard tree means any tree located in the open space extending the full width of the lot, the depth of which is the minimum horizontal distance between the front lot line and the nearest point of the foundation of the main building.

Heritage tree means any tree that meets the size and species requirements in the table below, or any tree not listed in the table below that is 18 inches DBH or greater.

Common Name	Scientific Name	DBH
Arbervitae	<i>Thuja occidentalis</i>	18"

¹Ord. No. 2019-01 , adopted July 15, 2019, repealed art. I, div. 1 in its entirety, and enacted new provisions to read as herein set out. Former art. I, div. 1, §§ 34-1—34-9, pertained to the tree ordinance, and derived from Ord. No. 17-06 , adopted Oct. 16, 2017.

Ash	Fraxinus species	18"
American Basswood (Linden)	Tilia americana	18"
American Beech	Fagus grandifolia	18"
American Chestnut	Castanea dentata	8"
American Elm	Ulmus americana	18"
Birch	Betula species	18"
Black Alder	Alnus glutinosa	12"
Black Tupelo	Nyssa sylvatica	12"
Black Walnut	Juglans nigra	18"
White Walnut	Juglans cinerea	18"
Buckeye (Horse Chestnut)	Aesculus species	18"
Cedar, Red	Juniperus species	12"
Crabapple (Cultivar)	Malus species	12"
Douglas Fir	Pseudotsuga menziesii	18"
Eastern Hemlock	Tsuga canadensis	12"
Flowering Dogwood	Cornus florida	8"
Ginkgo	Ginkgo biloba	18"
Hickory	Carya, species	18"
Kentucky Coffeetree	Gymnocladus dioicus	18"
Larch/Tamarack	Larix laricina (Eastern)	12"
Locust	Gleditsia triacanthos	18"
Sycamore (London plane tree)	Platanus species	18"
Maple	Acer species (except negundo)	18"
Oak	Quercus species	18"
Pine	Pinus species	18"
Sassafras	Sassafras albidum	15"
Spruce	Picea species	18"
Tulip Tree	Liriodendron tulipifera	18"
Wild Cherry	Prunus species	18"

Large tree means any tree larger than 40 feet in height at maturity.

Licensed tree professional means a nurseryman or an ISA certified arborist.

Medium tree means any tree between 25 feet and 40 feet in height at maturity.

Park tree means any tree located in public parks having individual names, and all publicly owned land, or to which the public has free access as a park.

Private tree means any tree located on land that is owned by an individual or group having a vested or financial interest in the subject property.

Protected area means the area contained within the dripline of the tree.

Protective barrier means a physical obstruction that encloses the protected area of a tree and limits vehicular, material, and equipment access.

Small tree means any tree less than 25 feet in height at maturity.

Street tree means any trees planted or located within a public street or road right-of-way.

Topping means the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the trees.

Transplant means the digging up of a tree and the planting of that tree in another place on the same property or off-site property.

Tree means a woody perennial plant, typically having a single stem or trunk which at maturity is 13 feet or more in height and which has a definite crown of foliage.

Tree fund means the budget account located in the solid waste/recycling fund to be used for activities associated with public tree inventory, protection, maintenance, and planting.

~~*Tree planting permit* means the permit application reviewed and approved by the administration that shows the location, species, and size of trees that will be planted or transplanted.~~

~~*Tree protection plan* means the documentation describing plan reviewed and approved by the administration that shows how trees will be protected from construction activities.~~

~~*Tree removal permit* means the permit application reviewed and approved by the administration that shows the location, species, and size of trees that will be removed.~~

~~*Tree replacement plan* means the permit application reviewed and approved by the administration that shows how the requirement for replacing removed tree(s) will be satisfied.~~

(Ord. No. 2019-01 , 7-15-19; Ord. No. 2020-06 , 12-21-20)

Sec. 34-3. Prohibited trees.

The following trees are prohibited to be planted or replanted:

Common Name	Scientific Name
Ash	Fraxinus species
Autumn and Russian-Olive	Elaeagnus species
Boxelder	Acer negundo
Buckthorn	Rhamnus species
Mulberry	Morus species
Poplar	Populus species
Siberian Elm	Ulmus pumila
Silver Maple	Acer saccharinum
Tree of Heaven	Ailanthus altissima
Willow	Salix species

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-4. Tree care.

- (a) All trees shall be planted, pruned, maintained, and removed, as may be necessary to ensure public safety or to preserve or enhance the symmetry and beauty of such public grounds.
- (b) The city reserves the right to remove or cause to be removed, any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or other public improvements, is blocking street or sidewalk clearance, or is blocking the spread of light or view of traffic control devices.

-
- (c) If any owner, occupant or person having charge of any land within the city shall refuse or neglect to resolve public safety issues caused by private trees as provided in this chapter, then the city manager or his/her designee shall cause the land to be entered upon by city employees or a city contractor for the purpose of pruning, or removing said trees at the sole cost to the property owner and such entering upon shall not be deemed a trespass.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-5. Pruning.

Trees shall be pruned so that branches do not obstruct the light from any street light or obstruct the view of any street intersection. A clear space of 15 feet above the surface of the street and eight feet above the surface of the sidewalk shall be maintained. The city shall have the right to prune or cause to be pruned any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light or interferes with visibility of roadway, sidewalk, traffic control devices, and/or signs.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-6. Corner clearance.

Within the required corner clearance area as defined in section 78-207, all trees and limbs, including dead, diseased or dangerous trees or broken or decayed limbs which constitute a menace to the safety of the public, shall be removed by the property owner upon which the tree is located.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-7. Tree topping.

It shall be prohibited for any person to top any tree. Trees severely damaged by storms, an act of God, or other causes out of the city's or property owner's control, may be exempted from this section at the determination of the city manager or his/her designee. This section does not apply to a utility company who may be required to top a tree for purposes of public safety or valid equipment issues.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-8. Removal of stumps.

All stumps of street, park, and front yard trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground. The stump excavation site shall be backfilled to match existing grade as defined in section 78-21.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-9. Tree fund.

This section establishes the city's tree fund. The purpose of the tree fund shall be to maintain and reestablish the city's public tree canopy. The city commission shall review the rate structure annually as part of their budget process.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-10. Installation and planting.

All trees shall be planted according to ANSI Standards A300.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-11. Maintenance provisions.

All trees shall be maintained in a safe, healthy, neat and orderly state free from refuse and debris.

(Ord. No. 2019-01 , 7-15-19)

DIVISION 2. PUBLIC TREES

Sec. 34-12. Permitted street trees.

The following list constitutes the official street tree species for the city. No species other than those included in this list may be planted unless approved, in writing, by city manager or his/her designee.

(1) *Small trees:*

Common Name	Scientific Name
Cherry, Flowering	Prunus species and hybrids
Crabapple, Flowering	Malus species and hybrids
Dogwood	Cornus species and hybrids
Goldenrain Tree	Koelreuteria paniculata
Hawthorn	Crataegus species
Lilac, Japanese Tree	Syringa reticulata
Magnolia	Magnolia hybrids
Magnolia, Star	Magnolia stellata
Maple, Amur	Acer ginnala
Maple, Paperbark	Acer griseum
Maple, Tatarian	Acer tataricum
Maple, Trident	Acer buergeranum
Peach, Flowering	Prunus species and hybrids
Plum, Flowering	Prunus species and hybrids
Redbud, Eastern	Cercis canadensis
Serviceberry	Amelanchier species and hybrids

(2) *Medium trees:*

Common Name	Scientific Name
Amur Maackia	Maackia amurensis
Corktree, Amur, Fruitless Male	Phellodenron amurense
Hophornbeam, American	Ostrya virginiana
Hornbeam, American	Carpinus caroliniana
Hornbeam, European	Carpinus betulus
Horsechestnut, Red	Aeculus x carnea

Maple, Bigtooth	Acer grandidentatum
Maple, Hedge	Acer campestre
Maple, Shantung	Acer truncatum
Mountain Ash	Sorbus species
Mulberry, Red Fruitless Male	Morus rubra, fruitless varieties
Osageorange, Thornless Male	Maclura pomifera
Pagodatree (Scholartree)	Styphnolobium (Sophora) japonicum
Paw Paw	Asimina triloba
Pear, Flowering	Pyrus species and hybrids
Sassafras	Sassafras albidum
Yellowwood	Cladrastis kentukea

(3) *Large trees:*

Common Name	Scientific Name
Baldcypress	Taxodium distichum
Beech, American	Fagus grandifolia
Beech, European	Fagus sylvatica
Blackgum (Tupelo)	Nyssa sylvatica
Catalpa, Northern	Catalpa speciosa
Chestnut	Castanea hybrids
Coffeetree, Kentucky	Gymnocladus dioicus
Elm, American Dutch Elm resistant varieties	Ulmus hybrids
Filbert, Turkish	Corylus colurna
Ginkgo (Maidenhair Tree), Fruitless Male	Ginkgo biloba
Hackberry	Celtis occidentalis
Hardy Rubber Tree	Eucommia ulmoides
Hickory	Carya species
Honeylocust	Gleditsia triacanthos
Horsechestnut	Aesculus species
Katsura Tree	Cercidiphyllum japonicum
Linden, American	Tilia Americana
Linden, Littleleaf	Tilia cordata
Linden, Silver	Tilia tomentosa
Maple, Black	Acer nigrum
Maple, Freeman Hybrid	Acer x freemanii
Maple, Miyabe	Acer miyabei
Maple, Norway	Acer platanoides
Maple, Red	Acer rubrum
Maple, Sugar	Acer saccharum
Maple, Sycamore	Acer pseudoplatanus
Oak, Bur	Quercus macrocarpa
Oak, Chinkapin	Quercus muehlenbergii
Oak, English	Quercus robur

Oak, Northern Red	<i>Quercus rubra</i>
Oak, Pin	<i>Quercus palustris</i>
Oak, Sawtooth	<i>Quercus acutissima</i>
Oak, Scarlett	<i>Quercus coccinea</i>
Oak, Shingle	<i>Quercus imbricaria</i>
Oak, Shumard	<i>Quercus shumardii</i>
Oak, Swamp White	<i>Quercus bicolor</i>
Oak, White	<i>Quercus alba</i>
Planetree, London	<i>Platanus x acerifolia</i>
Redwood, Dawn	<i>Metasequoia glyptostroboides</i>
Sweetgum	<i>Liquidambar styraciflua</i>
Sycamore	<i>Platanus occidentalis</i>
Tuliptree	<i>Liriodendron tulipifera</i>
Walnut, Black	<i>Juglans nigra</i>
Zelkova	<i>Zelkova serrata</i>

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-13. Distance from street corners, driveways, curbs, and sidewalks.

No tree shall be planted closer than 35 feet of any street corner, measured from the point of nearest intersecting curbs or curb lines. No tree shall be planted closer than ten feet from any driveway or approach. Trees planted in the area between the curb or curb lines and sidewalks shall be in accordance with the three species size classes listed in section 34-12. No trees may be planted within any area between the curb or curb line and sidewalk other than the following: small trees: two feet; medium trees: three feet; and large trees: four feet.

(Ord. No. 2019-01 , 7-15-19; Ord. No. 2020-06 , 12-21-20)

Ord. No. 2020-06 , adopted Dec. 21, 2020, changed the title of § 34-13 from "Distance from street corners and fire hydrants" to read as herein set out.

Sec. 34-14. Distance from utilities, signs, and hydrants.

No trees, other than those species listed as small trees in section 34-12(1), may be planted under or within ten lateral feet of any overhead utility wire, or over or within five lateral feet of any underground water line, sewer line, transmission line, or other utility. No trees shall be planted closer than ten feet from any manhole structure. No tree shall be planted closer than ten feet from any hydrant. No tree shall be planted closer than ten feet from any streetlight pole. No tree shall be planted closer than ten feet from any traffic control device.

(Ord. No. 2019-01 , 7-15-19; Ord. No. 2020-06 , 12-21-20)

Ord. No. 2020-06 , adopted Dec. 21, 2020, changed the title of § 34-14 from "Distance from curb and sidewalk" to read as herein set out.

Sec. 34-15. Distance between trees.

Trees shall be planted a sufficient distance away from other trees. The distance between small trees as listed in section 34-12(1) shall be 20 feet. The distance between medium trees as listed in section 34-12(2) shall be 30 feet. The distance between large trees as listed in section 34-12(3) shall be 40 feet.

RESOLUTION

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

- WHEREAS The City Commission has adopted a key objective to grow a mature tree canopy, and
- WHEREAS The proposed tree ordinance amendments align with the goals of the City's Strategic Plan and City's Master Plan, and
- WHEREAS The City Commission is investing in the City of Plymouth tree canopy.

NOW THEREFORE BE IT RESOLVED THAT the City Commission does hereby approve the first reading of the amendments to the tree ordinances and schedule a second reading and public hearing for the next regular City Commission meeting.

(Ord. No. 2019-01 , 7-15-19; Ord. No. 2020-06 , 12-21-20)

Ord. No. 2020-06 , adopted Dec. 21, 2020, changed the title of § 34-15 from "Distance from utilities" to read as herein set out.

Sec. 34-16. Tree size.

The minimum size for a street tree or park tree shall be one and one-half inches in caliper DBH. All trees planted must be of the tree form variety, have a single stem with branching limbs, and branches must be at least eight feet off the ground at maturity, as predicated by the size definitions in section 34-2.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-17. Removal and replacement of street trees.

- (a) Should a property owner wish to have the street tree adjacent to his or her property removed, he or she shall submit a request, in writing, to the city manager or his/her designee. Within ten business days of the receipt of the request an ISA certified arborist, provided by the city, will perform a condition and risk assessment. The cost for this service shall be borne by the property owner making the request. Following the condition and risk assessment by the ISA certified arborist, if the street tree is found to be dead, diseased, or dying the city shall remove the street tree at the city's cost. Following the condition and risk assessment by the ISA certified arborist, if the street tree is not found to be dead, diseased, or dying, the tree shall remain.
- (b) Only in extenuating circumstances, as determined by the city manager or his/her designee, shall a healthy street tree be removed or caused to be removed. Such extenuating circumstances shall include but are not limited to catastrophic event, repair, replacement, or maintenance of underground utilities, or an act of God.
- (c) When a street tree is removed every effort shall be made to replace the tree within one year of removal with one replacement tree that meets the requirements in sections 34-12 through 34-16 above.

(Ord. No. 2019-01 , 7-15-19; Ord. No. 2020-06 , 12-21-20)

Ord. No. 2020-06 , adopted Dec. 21, 2020, changed the title of § 34-17 from "Removal of street trees" to read as herein set out.

DIVISION 3. PRIVATE TREES

~~Sec. 34-18. Removal and replacement of heritage trees.~~

~~This section shall apply to all private heritage trees. Each heritage tree that is removed shall be replaced in a manner consistent with the following subsections.~~

- ~~(1) Heritage trees shall be replaced at a sliding scale rate set by the city commission annually for each tree removed. Replacement tree(s) shall be located on the parcel(s) where each heritage tree is removed or in the right of way adjacent to the affected property. The city manager or his/her designee may consider alternate locations on a case by case basis. Replacement trees shall be shown on a tree replacement plan.~~
- ~~(2) If trees cannot be reasonably planted on the property, the property owner shall pay into the tree fund at a rate defined by the city commission and stated on the rate card, rounded up to the nearest one inch of DBH required to be replaced by section 34-18(1).~~

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- (3) ~~If the requirements of section 34 18(1) and (2) cannot be met, a combination of paying into the tree fund and replacement trees shall be used. Replacement trees shall be shown on a tree replacement plan.~~
- (4) ~~When required, a tree replacement plan shall be submitted within 90 days of the removal of heritage tree(s). The city manager or his/her designee may consider an extension on a case by case basis.~~
- (5) ~~When a tree from the subject property is transplanted and saved from removal, that DBH shall be added as a credit to the property owner's replacement requirements. Trees shall be relocated by a licensed tree professional. The property owner shall ensure the tree's successful establishment in new location.~~
- (6) ~~Trees that are dead, diseased, or dying with no visible growth as determined by an ISA certified arborist are exempt from replacement requirements.~~
- (7) ~~The minimum size for a replacement tree shall be one and one half inches in caliper DBH. All trees planted must be of the tree form variety.~~

{ Ord. No. 2019 01 , 7 15 19; Ord. No. 2020 06 , 12 21 20 }

~~Sec. 34 19. Removal and replacement of front yard trees.~~

~~This section shall apply to any front yard trees with a DBH of six inches or greater but less than the heritage tree standard for that species. Each tree that is removed shall be replaced in a manner consistent with the following subsections.~~

- (1) ~~Front yard trees shall be replaced at a sliding scale rate set by the city commission annually for each tree removed. Replacement front yard tree(s) shall be located on the front yard of the parcel(s) where each front yard tree is removed or in the right of way adjacent to the affected property. The city manager or his/her designee may consider alternate locations on a case by case basis. Replacement trees shall be shown on a tree replacement plan.~~
- (2) ~~If trees cannot be reasonably planted on the property, the property owner shall pay into the tree fund at a rate defined by the city commission and stated on the rate card, rounded up to the nearest one inch of DBH required to be replaced by section 34 19(1).~~
- (3) ~~If the requirements of section 34 19(1) and (2) cannot be met, a combination of paying into the tree fund and replacement trees shall be used. The city manager or his/her designee may consider alternate locations on a case by case basis. Replacement trees shall be shown on a tree replacement plan.~~
- (4) ~~When required, a tree replacement plan shall be submitted within 90 days of the removal of a front yard tree(s). The City manager or his/her designee may consider an extension on a case by case basis.~~
- (5) ~~When a tree from the subject property is transplanted and saved from removal, its DBH shall be added as a credit to the property owner's replacement requirements. Trees shall be relocated by a licensed tree professional. The property owner shall ensure the tree's successful establishment in new location.~~
- (6) ~~Front yard trees that are dead, diseased, or dying with no visible growth as determined by an ISA certified arborist are exempt from replacement requirements.~~
- (7) ~~The minimum size for a replacement tree shall be one and one half inches in caliper DBH. All trees planted must be of the tree form variety.~~

{ Ord. No. 2019 01 , 7 15 19; Ord. No. 2020 06 , 12 21 20 }

Ord. No. 2020 06 , adopted Dec. 21, 2020, changed the title of § 34 19 from "Electively removed trees" to read as herein set out.

Sec. 34-~~18~~20. Dead tree removal on private property.

The city shall have the right to cause the removal of any dead tree on private property within the city when such trees constitute a hazard to life or property. The city will notify, in writing, the owners of such trees. Removal shall be done by such owners at their own expense within 30 days after the date of service of notice. Upon the owner's failure to comply with such provisions, the city shall have the authority to remove such trees at a rate set by the city commission. The city manager or his/her designee shall keep an accurate account of expense incurred for each lot or parcel of land in carrying out the provisions of this section and such expense shall be charged against such lot or parcel and collected by giving notice thereof to the owner of the lot or parcel. If such expense or charge shall not be paid the same shall be assessed against the lot or parcel and collected as provided by section 12.22 of the city Charter.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-~~19~~21. Diseased trees on private property.

The city shall have the right to cause the removal or treatment of any diseased tree on private property within the city when such tree constitutes a hazard to life or property or harbors deadly insects or disease which constitutes a potential threat to other trees within the city. Treatment of a diseased tree shall include chemical treatment to render the disease or affliction non-threatening to any affected tree. The city will notify, in writing, the owners of such trees. Treatment or removal shall be done by such owners at their own expense within 30 days after the date of service of notice. Upon failure of owners to comply with such provisions, the city shall have the authority to treat or remove such trees and charge the cost of treatment or removal at a rate set by the city commission. The city manager or his/her designee shall keep an accurate account of expense incurred for each lot or parcel of land in carrying out the provisions of this section and such expense shall be charged against such lot or parcel and collected by giving notice thereof to the owner of the lot or parcel. If such expense or charge shall not be paid the same shall be assessed against the lot or parcel and collected as provided by section 12.22 of the city Charter.

(Ord. No. 2019-01 , 7-15-19)

~~Sec. 34-22. Installation of street trees for new residential construction.~~

- ~~(a) Residential property owners shall install a minimum of one new street tree at the effected property when a new construction home is built. If the right of way adjacent to the residential property is not suitable for the long term health requirements of a tree based on sections 34-13 through 34-15, the property owner shall pay into the tree fund at a rate set by the city commission.~~
- ~~(b) Residential property owners must choose one of the following tree replacement processes from the following three options:
 - ~~(1) Plant a tree before any certificate of occupancy is issued.~~
 - ~~(2) Pay into the tree fund prior to the issuance of any certificate of occupancy at a rate approved by the city commission.~~
 - ~~(3) Property owner plans to plant a tree within one year of final certification of occupancy issuance. Property owner pays a cash bond at a rate approved by the city commission before any certificate of occupancy is issued. The bond will be refunded once the tree is planted and the property owner notifies the city in writing of planting. If the tree is not planted within one year, the bond is forfeited to the tree fund.~~~~

(Ord. No. 2019-01 , 7-15-19; Ord. No. 2020-06 , 12-21-20)

Sec. 34-2023. Tree protection standards during construction.

- (a) When a building permit is required for work including accessory structure, addition, approach/drive, carport/porte cochere, deck, demolition, egress window, fence, foundation, land division/~~combination~~/reconfiguration, new construction, patio, parking lot, pergola, porch, pool, ground sign, or any other changes the lot coverage or floor area ratio of the property, existing private front yard and heritage trees shall be indicated on a boundary survey to include property boundaries, topography, and tree size, location, and species, and existing and proposed structure(s) and building envelope. The survey shall be submitted to the city with a tree protection plan in a compatible digital format. The tree protection plan shall be submitted at the time that building plans are submitted to the community development department for review. The tree protection plan shall include the location and type of protective barrier that will be used to protect the trees throughout construction.
- (b) During construction, a protective barrier shall be placed at the drip line of the street, park, and/or ~~front yard or heritage~~ private tree(s). The ground area within the drip line shall be maintained undisturbed from its pre-construction state.
- (c) Vehicles, materials, and equipment are prohibited from being stored in, staged in, or driven through the protected area of the ~~private front yard or heritage~~ tree. Practical difficulties shall be dealt with by the administration on a case-by-case basis.
- (d) If the protected area of the ~~front yard or heritage~~ a private tree falls within the building envelope, every precaution shall be taken to preserve and protect the affected tree(s).

(Ord. No. 2019-01 , 7-15-19; Ord. No. 2020-06 , 12-21-20)

DIVISION 4. ADMINISTRATION AND ENFORCEMENT

~~Sec. 34-24. Permits required.~~

- ~~(a) A tree removal permit is required when any tree is planned for removal.
 - ~~(1) Permits shall be obtained from the department of municipal services (DMS) on a form provided.~~
 - ~~(2) DMS shall review the application for compliance with this chapter.~~
 - ~~(3) DMS shall perform a site visit to measure and document the affected tree(s).~~
 - ~~(4) DMS shall provide a report to the applicant detailing the trees planned for removal and any required replacement.~~
 - ~~(5) After review, DMS shall issue a permit to applications that meet the requirements of this chapter.~~
 - ~~(6) If replacement trees are required see [subsection] (c).~~~~
- ~~(b) A tree planting permit is required when trees are transplanted or planted.
 - ~~(1) Permits shall be obtained from the department of municipal services (DMS) on a form provided. The application shall include a scaled site plan or boundary survey or scaled drawing that shows all property lines, pavement, hard surfaces, and the size, species, and location of the proposed tree(s) to be planted.~~
 - ~~(2) DMS shall review the application for compliance with this chapter.~~~~

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- ~~(3) — After review, DMS shall issue a permit to applications that meet the requirements of this chapter.~~
- ~~(c) — A tree replacement plan is required when replacement trees are required to be planted after tree(s) have been removed:~~
- ~~(1) — Permits shall be obtained from the department of municipal services (DMS) on a form provided. The application shall include a sealed site plan or boundary survey or scaled drawing that shows all property lines, pavement, hard surfaces, and the size, species, and location of the proposed tree(s) to be planted.~~
- ~~(2) — DMS shall review the application for compliance with this chapter.~~
- ~~(3) — DMS shall provide a report to the applicant detailing how the replacement requirement shall be met.~~
- ~~(4) — After review, DMS shall issue a permit to applications that meet the requirements of this chapter.~~
- ~~(d) — A tree protection plan is required when a qualifying construction project is planned for a property:~~
- ~~(1) — Permits shall be obtained from the department of municipal services on a form provided.~~
- ~~(2) — The tree protection plan shall be submitted at the time that building plans are submitted to the community development department for review. The tree protection plan shall include a topographic boundary survey that shows which tree(s) are being protected during construction and the location and type of protective barrier that will be used to protect the trees throughout construction.~~
- ~~(3) — After review, DMS shall issue a permit to applications that meet the requirements of this chapter.~~
- ~~(4) — No building permit shall be issued until an approved tree protection plan permit has been issued.~~
- ~~(e) — No tree shall be removed, replaced, transplanted, or planted unless a tree permit has been first issued for such work.~~
- ~~(f) — When a building permit is required for any work that includes changes to lot coverage, floor area ratio, or hardscaping of the property, existing front yard and heritage trees shall be indicated on a boundary survey. The boundary survey shall include property boundaries; topography; the size, location, and species of each tree; existing and proposed structure(s); and building envelop. The survey shall be submitted to the city in a compatible digital format.~~
- ~~(g) — The permit fees shall be set and reviewed annually by the city commission.~~
- ~~{ Ord. No. 2019-01 , 7-15-19; Ord. No. 2020-06 , 12-21-20 }~~

Sec. 34-2125. Notice.

The city manager or his/her designee shall notify, by first class mail or by posting notice in a conspicuous location on the property, the owner, agent or occupant of any lands on which a violation of this chapter is found to exist. Such notice shall require that the person having charge of such land to resolve any violations of this chapter; and shall contain a summary of the provisions of this chapter. Failure of the city manager or his/her designee to give notice shall not, however, constitute a defense to any action to enforce the payment of any penalty provided for, or debt created under, the provisions of this chapter. If the property is not in compliance with this article at the end of the period specified in the notice of violation, an appearance ticket may be issued.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-2226. Penalty and enforcement.

~~(a) The city shall have the right to enter property to investigate the removal of front yard or heritage trees on private property. The penalty for removal of front yard or heritage tree(s) without a required permit shall be a civil infraction plus a \$500.00 fine, per tree. In addition to the fine, the offender shall pay fair market replacement per front yard or heritage tree removed based on a minimum size of 18 inch DBH.~~

(b) A person who violates any provision of this chapter 34 or the terms or conditions of a permit is responsible for municipal civil infraction; and shall be subject to payment of not less than \$500.00, plus costs and other sanctions, for each infraction.

~~(c) Discretionally removed trees or trees that are intentionally damaged that are not replaced according to the provisions of this chapter require payment into the tree fund at the rate established by the city commission.~~

(Ord. No. 2019-01 , 7-15-19; Ord. No. 2020-06 , 12-21-20)

Sec. 34-2327. Appeals.

Any appeals to this chapter shall be submitted, in writing, to the city commission on a form provided by the city manager or his/her designee within 21 days of the administration's determination. Appeals cannot be made when a determination includes a healthy, safety, welfare concern.

(Ord. No. 2019-01 , 7-15-19)

Sec. 34-2428. Severability.

The various parts, sentences, paragraphs, sections, and clauses of this chapter 34 are hereby declared to be severable. If any part, sentence, paragraph, section, or clause of this chapter 34 is adjudged unconstitutional or invalid by any court or administrative agency of competent jurisdiction, the unconstitutionality or invalidity shall not affect the constitutionality or validity of any remaining provisions of this chapter 34.

(Ord. No. 2019-01 , 7-15-19)

Secs. 34-2529—34-41. Reserved.

RESOLUTION

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

WHEREAS The City Commission has adopted a key objective in their strategic plan to Grow a mature tree canopy, in order to help protect the public health and Welfare, and

WHEREAS The City Commission has been reviewing a number of programs and Ordinance Revisions as a part of this effort.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt at the first reading several changes in Part II of the Code of Ordinances, Chapter 34 – Environment, Trees as are attached to this Resolution.

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby direct that a Public Hearing be scheduled for Monday, May 20, 2024, at the regular City Commission meeting to hear comments on amendments listed here.



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 - 2024 Infrastructure Program - 05-06-24.docx*
Date: May 2, 2024
RE: 2024 Infrastructure Program – Bid Award Construction Phase

Background

The City Commission will recall that they had previously authorized the design and coordination phases for the proposed improvements on parts of South Main Street, Liberty Street, Spring Street, Main & Church intersection, water system improvements in several areas, as well as water system valve replacements. In addition, the City Commission directed the City Administration to seek an alternative bid to include parts of the following streets, Adams, Arthur, Maple, Penniman, S. Union, Sunset, and Theodore. The City Engineer has been working on the design and bid packet development for the entire scope of the projects, since last September.

The City Engineer put our infrastructure projects out to bid in early 2024 and we were pleased to have two firms that bid on our projects. The low bid was once again from Pro-Line Asphalt Paving Corporation. Pro-Line has been the low bidder on our projects for many years. They have always performed extremely well and have worked cooperatively with city staff and our engineers. We have been extremely pleased with the work that Pro-Line and their subcontractors have provided the city for many years.

Because we packaged all of our streets, water, sewer, parking, pickleball all together we are able to have a single contractor, who has the ability to complete all projects we are able to use one bid package, which then saves us considerable money on having to run multiple bid processes. The engineer has provided a letter which outlines the entire project.

The City Engineer has provided an outline of each phase of the project, and he is recommending a total authorization for the construction phase of \$3,293,375.00. This amount will include a construction contingency of \$140,000, which is approximately 5% of the construction bid. The amount also provides for all project inspections, construction administration, construction survey staking, quality control/materials testing and the as built drawings of the project. This authorization would also cover the expenses related to Lena/Goldsmith entrance to the DMS Yard, the parking area at DMS and the pickleball court.

The Commission should remember that our infrastructure projects are what are called "unit-based contracts," which means we only pay for what we used on the project, rather than just a project price. Funding for these projects will come from a variety of sources, including the voter approved Road Bond Issue, Water & Sewer Fund, and other city capital improvement funds.

The City Commission is aware that once we have a preliminary construction schedule, we will begin to set up informational meetings with the residents and businesses. This allows our project team to meet directly with the people who will be most affected by the construction and to allow us to resolve any issues in advance of construction. The Commission will recall that in the past we have had to plan on people moving into or out of the construction area, a wedding, a pool delivery that involved a crane which lifted the pool over the house, medical accommodations for a resident to get out of his house for daily treatment and much more. We have found our citizen meetings to be very helpful for two-way communication with our residents and we have been doing these meetings for several years. These meetings with our project team also help set the expectations for our residents as to how the construction process will work and who to contact with any issues.

The City Engineer has provided a detailed letter explaining the entire project as additional background information. While we have a lot of “moving parts” of this year’s program, with multiple different projects affecting not only the roads, but also water/sewer system improvements and a re-utilization of the former shuffleboard court to a much more practical pickleball court. All of these projects fit within the City Commission’s five-year strategic plan, and one-year tasks for sustainable infrastructure.

Recommendation:

The City Administration recommends that the City Commission authorize a construction phase unit-based contract to include construction administration, inspection, construction staking, materials testing and as built drawings, and construction contingency for the 2024 Infrastructure Improvement Program, as outlined in the City Engineer’s letter of May 2, 2024. The total authorization shall be in the amount of \$3,293,375. Projects include the following:

- Liberty Resurfacing & Water service upgrades
- Spring Street (parking) reconstruction with new storm sewer.
- A section of South Main resurfacing with water service upgrades on the east side of Main Street
- Water System Valve Replacements
- Resurfacing Adams between Church and the Tennis Courts
- Resurfacing Arthur between William and just north of Junction
- Resurfacing Penniman between Sheldon and Evergreen
- Resurfacing S. Union between Church and N. Union
- Resurfacing Sunset between Blanche and Junction
- Theodore between Miracle Field and the Plymouth Cultural Center
- Water System Valve Replacements & other related water/sewer system work
- Lena/Goldsmith entrance to the DMS Yard and parking area at DMS
- Removal of shuffleboard court & install pickleball court at Plymouth Cultural Center

We have prepared a proposed Resolution for the City Commission to consider regarding this matter. Should you have any further questions please feel free to contact Chris Porman or myself.



Wade Trim Associates, Inc.
25251 Northline Road • Taylor, MI 48180
734.947.9700 • www.wadetrim.com

May 2, 2024

City of Plymouth
201 South Main Street
Plymouth, MI 48170

Attention: Chris Porman
Director of Municipal Services

Re: City of Plymouth - 2024 Infrastructure Improvement Program
Letter of Recommendation for final 2024 Program and Construction Award to Pro Line Asphalt

Dear Chris Porman:

On Tuesday, April 23, 2024, at 11:00 a.m., bids for the 2024 Infrastructure Improvement Program were received and opened. The contract documents called for each bidder to provide a base bid and an alternate bid. A summary of the two bids that were received is provided below:

	Base Bid	Alternate Bid
Pro-Line Asphalt Paving Corporation	\$1, 763,750.00	\$727,175.00
Fonson Company	\$2,611,391.36	\$921,685.00

The low bidder for both the base bid and alternate bid is Pro-Line Asphalt Paving Corporation.

The base bid covered five work areas that were approved by the City Commission for preliminary engineering in September 2023, as follows:

1. Main Street/Church Street Intersection (Roadway Improvements)
2. Liberty Resurfacing and water service line upgrades
3. Spring Street (Parking) Reconstruction with new storm sewer
4. South Main Street Resurfacing (with water service upgrades to businesses on the east side of S. Main Street)
5. Water System Valve replacements

The alternate bid included eight project areas that were added by staff as potential streets for resurfacing prior to the project being advertised for bids. They are listed below, in alphabetical order, for reference:

1. Adams between Church Street and the tennis courts
2. Arthur between William and Junction
3. Arthur north of Junction
4. Maple between Deer and Harding
5. Penniman between Sheldon and Evergreen
6. S. Union between Church and N. Union
7. Sunset between Blanche and Junction
8. Theodore between Miracle League Field and Cultural Center

Background & Preliminary Program Description

On September 18, 2023, the City Commission authorized Wade Trim to begin preliminary design engineering services on the 2024 Infrastructure Improvement Program. The program authorized design services for the following projects:

1. Main Street and Church Street Intersection and Traffic Signal/Pedestrian Crossing Upgrade
2. Liberty Resurfacing and Water System
3. Spring Street (Parking) Resurfacing
4. South Main Street Resurfacing
5. Water System Valve Replacement
6. Preventative Maintenance Assistance Allowance

Design work has been ongoing since early October, including the completion of a full topographic survey of each project area, the gathering of pavement cores and geotechnical information, preliminary design and final design in preparation for public bidding. Plans were publicly advertised on March 26, 2024.

Program Modifications

Since the initial authorization to begin the preliminary design by the City Commission, the 2024 Infrastructure Improvement Program has evolved as additional information has been gathered, which is common for infrastructure projects of this size and scope. The following project additions & modifications have been included in the proposed program for 2024:

1. The design of the Main Street/Church Street Intersection Improvement project, including new mast arm traffic signals and new pedestrian crossing signals was completed in February 2024. Pricing for the traffic signal portion of the work was obtained directly from Rauhorn Electric. Rauhorn Electric provided a quote of \$268,149 for the traffic signal components of the project. The roadway reconstruction, geometric upgrades and water system work at the intersection were included as part of the City's public bid received on April 23, 2024. That portion of the construction work is approximately \$340,000 of the total base bid (not including mobilization and traffic control which are pay items that apply to the entire project). As of the date of this letter, it is our understanding that the City and DDA are still coordinating aspects of this project. We further understand that the City Commission has taken formal action on this item to delay until 2025. The project cost for all these improvements can be shared financially between the City and DDA since this intersection is located at the north end of the DDA District. As the City is aware from past traffic signal upgrade projects, there is a long lead time for the ordering and manufacturing of the mast arms and pedestrian crossing components of the project. If the City and DDA plan to award the project to Pro-Line Asphalt and Rauhorn Electric in the fall of 2024, this will allow ample time for the traffic signal components to be manufactured and delivered for construction in spring of 2025.
2. On Liberty Street, the City asked that the resurfacing extend through the intersection of Startweather Street, so we expanded our project limits slightly in this area. Several areas of poor curb were identified and are planned for replacement as part of the work in this area of the City.
3. Spring Street was originally anticipated to be a resurfacing project, however the geotechnical investigation revealed that portions of the parking lot/street area had asphalt thicknesses less than 4 inches and a closer inspection of the project area led to the inclusion of some new storm sewer within the parking lot areas to improve the storm water drainage.
4. On South Main Street, the City asked for new water services to be installed to several businesses on the east side of Main Street. Instead of being served by an older water main that exists along the rear (eastern) property line, the new water services will be connected to the City's water main on Main Street. It has been a City goal for many years to eliminate the rear yard water main behind these businesses. This year's project incorporates the new water services.
5. The intersection of Lena and Goldsmith has been identified as a key portion of the City's roadway network that is in very poor shape. The concrete pavement is highly deteriorated. In addition, there are high traffic areas within the DMS yard that are also in poor condition. Within the DMS yard, the pavement is currently a combination of concrete and asphalt pavement. In addition to City staff and City vehicles that use this intersection and the DMS facility daily, many residents pass through the Lena/Goldsmith intersection and visit the DMS yard. We have included an allowance in the program to replace these poor sections of pavement.
6. A new pickleball court has been included in the program. The pickleball court has been designed to replace the existing shuffleboard court on the north side of the Cultural Center. In order to meet the required court dimensions and recommended clear space around the court, modifications to the existing sidewalk and fencing have been included in the project, along with drainage improvements to handle the increased storm water runoff from the new court area. Pro-

Line Asphalt has provided an initial quote to complete this work during the summer construction period. A portion of this work (i.e. landscaping, tree removals, etc.) may actually be completed by the City DMS staff in order to reduce the overall cost of this project.

Public Information Meeting

We will be scheduling public information meetings in the project areas to inform the business community and residents of the anticipated detours and project schedule. Those meetings will occur once we have confirmed the sequence of construction and the timing of each project at the pre-construction meeting.

Anticipated Project Schedule

We have requested a preliminary construction schedule from Pro-Line Asphalt. Following an anticipated City Commission award of this project, we will work with the contractor and city to get the contract books reviewed and signed. Concurrently, we will establish and set a date for the pre-construction meeting. At this time, we envision that some work may start in late May, but more certainly in early to mid-June. This will give our team the month of May to get the contract documents executed by both parties and public information meetings scheduled and completed. We anticipate that the resurfacing projects that are covered by the alternate bid, will be scattered throughout the summer months as the contractor schedule allows.

The base bid included an estimate of 50 working days for completion. The contractor has estimated that the resurfacing work associated with the alternate bid will take somewhere between 5 and 7 weeks depending on how many project areas the City allows to be under construction at any one time. We will be discussing these timelines in more detail with the contractor and coordinating the various projects with the City in a manner that is respectful to the residents in the project areas and so that they don't create a problem for the many City events that occur throughout the summer months.

Proposed 2024 Construction Program Summary

The base bid and alternate bid received from Pro-Line covers all specific and general items of work identified on the plans prepared by our office, including installation of new water gate valves, new water services, new storm sewer, street reconstruction, and street resurfacing.

Our recommendation below includes awarding the base bid work on Liberty Street, Spring Street, South Main Street, and all of the water system gate valve replacements, plus the entire alternate bid and the pickle ball court project. As mentioned above, we are recommending that the City delay the award of the Main Street/Church intersection to allow additional coordination with the DDA.

With the above information in mind, we have prepared a construction program cost estimate for each proposed work area using the direct base bid and alternate bid received from Proline, along with an allowance for the completion of the pickleball court project at the cultural center. We have included cost estimates for construction engineering, project inspection and anticipated contingencies as part of our estimate for the construction phase cost:

Liberty Street Resurfacing & Water Services	\$181,571.00
Spring Street Reconstruction	\$215,630.00
S. Main Street Resurfacing and New Water Services	\$406,181.00
Water System Gate Valve Replacements	\$274,775.00
Overall Mobilization, Traffic Control & Project wide Bid Items	\$303,093.00
Alternate Bid for Resurfacing	\$727,175.00
DMS Yard & Lena/Goldsmith Intersection allowance	\$360,000.00
Pickle Ball Court project allowance	\$330,000.00
<u>Inspection Base Bid (50 days at \$850/day)</u>	<u>\$42,500.00</u>
Construction Estimate	\$2,840,925.00
Allowance for Construction Administration (+/- 7%)	\$196,000.00
Inspection Allowance Alternate Bid (50 Days at \$850/day)	\$42,500.00
Inspection Allowance Lena/DMS Yard (15 Days at \$850/day)	\$12,750.00
Inspection Allowance Pickleball Court (12 Days at \$850/day)	\$10,200.00
<u>Allowance for QA/QC and Materials Testing (+/- 1.8%)</u>	<u>\$51,000.00</u>

Engineering Allowance	\$312,450.00
Recommended Construction Contingency (+/- 5%)	<u>\$140,000.00</u>
Proposed Construction Phase – Total	\$3,293,375.00

Recommendation

Based on the above information, we recommend the City award the 2024 Infrastructure Improvement project, including the base bid (less the Main Street/Church Intersection work), the alternate bid, the DMS yard and Lena/Goldsmith intersection and the pickleball court construction allowance to Pro-Line Asphalt for a total contract value of **\$2,840,925** and authorize the city administration to sign the contract. Please note that this is a unit price contract, and the final amount will be based on the actual amount of work completed at the unit prices received in the direct bid. In addition, we recommend the City approve the total estimated construction phase cost of **\$3,293,375**, including construction engineering, inspection, materials testing, and a five percent construction contingency for the 2024 Infrastructure Improvement Program.

As additional information, the 2024 Infrastructure Improvement Program contains approximately \$350,000 in work that can be directly paid for using the City's Water Fund. The pickle ball court is anticipated to be a General Fund project item. The remainder of the construction work is associated with pavement, curb and storm sewer and is likely covered by the City's Street Fund. We will help the city determine final quantities and costs for each work area and amounts that are eligible per city fund following the completion of the actual work.

Pro-Line Asphalt's Team

Pro-Line Asphalt will be using the same core team of subcontractors that have worked in the City in prior years to complete the majority of the water main, storm sewer, and concrete work on the project. The underground water main, storm sewer, and any required sanitary repairs (if necessary) will be completed by CI Contracting, Inc. The concrete flatwork and curb and gutter will be completed by GM & Sons. CI and GM & Sons have performed quality work for the City on many of the City's Infrastructure Improvement Programs. Old Village Landscaping will be completing the restoration and any brick-paver work (if necessary). We are pleased that Pro-Line has been able to bring a consistent talented team together again for this year's program. They have completed work for the City since 2004, most recently last year on Carol Street and at the new parking lot at the corner of Ann Arbor Trail and Deer. They perform quality work and show respect for the individual home areas adjacent to the work areas.

Wade Trim Construction Phase Services

Wade Trim will assist the City DMS team and provide contract administration, construction engineering, construction staking and layout (as required), and quality control/materials testing (using SME as our subconsultant) during the project. The contractor and Wade Trim have estimated a total of 127 inspection days (8-hour days) to complete the work in the three project areas.

As always, our team's actual effort will be billed monthly in accordance with the actual hours worked and our current 2024 Rate Schedule. If extra work is required beyond the scope of this proposal, we will notify the Director of Municipal Services and City Manager immediately and provide an estimate for any additional work at that time.

We hope this letter is helpful to the City Commission, and the City Administration. I will be returning from a visit to my daughter's home in Minneapolis on Monday. It is my goal to be at the meeting, however, if anyone has any questions in advance of the meeting, please do not hesitate to call me anytime on my cell at 313.363.1434. We appreciate the opportunity to help the city with the 2024 Infrastructure Improvement Program.

Very truly yours,

Wade Trim Associates, Inc.



Shawn W. Keough, PE
Senior Vice President

SWK;jlb
PLY 2129-01T
20240502_PORMAN_2024 Ltr of Recommendation.DOCX

cc: Paul Sincock, City Manager, City of Plymouth
Adam Gerlach, Assistant Director of Public Utilities, City of Plymouth
John Scanlon, Finance Director, City of Plymouth

RESOLUTION

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

- WHEREAS The City of Plymouth operates a roadway system and other facilities to Help to maintain the public health, safety, welfare and leisure activities of The community; and
- WHEREAS The City of Plymouth has adopted a Strategic Plan which calls for sustainable infrastructure improvement; and
- WHEREAS The voters approved a road bond for the improvement of our streets and the City Commission has authorized additional funding from other funds to Complete capital improvement projects; and
- WHEREAS The City Commission has already approved the design phase of an Infrastructure Improvement program for all of the 2024 Infrastructure Projects and the City Administration, along with the City Engineer did put these projects out to bid and The low bidder is Pro-Line Asphalt.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize a unit based contract for the 2024 infrastructure programs, to be inclusive of the streets or sections of streets identified by the City Engineer, as well as improvements to the city water/sewer system, Lena/Goldsmith entrance to the DMS Yard and related parking areas, and a removal of the existing shuffle board court to be replaced with a Pickleball court at the Plymouth Cultural Center. The projects for the 2024 Infrastructure Program are identified as follows:

- Liberty Resurfacing & Water service upgrades
- Spring Street (parking) reconstruction with new storm sewer.
- A small section of South Main resurfacing with water service upgrades on the east side of Main Street
- Water System Valve Replacements
- Resurfacing Adams between Church and the Tennis Courts
- Resurfacing Arthur between William and just north of Junction
- Resurfacing Penniman between Sheldon and Evergreen
- Resurfacing S. Union between Church and N. Union
- Resurfacing Sunset between Blanche and Junction
- Theodore between Miracle Field and the Plymouth Cultural Center
- Water System Valve Replacements & other related water/sewer system work
- Lena/Goldsmith entrance to the DMS Yard and parking area at DMS
- Removal of shuffleboard court & install pickleball court at Plymouth Cultural Center

BE IT FURTHER RESOLVED THAT the entire scope of the projects in the 2024 Infrastructure Programs, including construction, construction administration, inspection, construction staking, materials testing and as built drawings, and construction contingency for the 2024 Infrastructure Improvement Program, as outlined in the City Engineer's letter of May 2, 2024. The total authorization shall be in the amount of \$3,293,375.



CITY OF PLYMOUTH

www.plymouthmi.gov

201 S. Main
Plymouth, Michigan 48170-1637

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

MEMORANDUM

Date: May 2, 2024
To: Paul Sincock, City Manager
From: John Scanlon, Finance Director
Subject: Third Quarter Budget Amendments

Issue: 2023-24 Third Quarter Budget Amendments – May 2, 2024

Analysis: Please find the attached Revenue and Expenditure reports for the 2023-24 fiscal year through March 31, 2024, for the General Fund, as well as the additional nine principal special revenue and enterprise funds. Also included is a summary of revenues and expenditures, changes in fund equity for the current year (green graph), a similar comparative summary for the prior year (yellow graph) for each of these ten funds as of the end of March, and an investment report.

Typically, the second and third quarters of each fiscal year witness the most significant adjustments to the budget. By this point, nine months into the fiscal year, expenditure patterns related to the Department of Municipal Services (DMS) become evident. Barring unforeseen emergencies, remaining expenditures for the remainder of the fiscal year can generally be anticipated. Through the third quarter, the overall fund balance in the ten principal funds decreased slightly by 13%. Four of these funds show increases in fund balance, while two funds exhibit a negative fund balance. Further details on these funds will be provided below.

Included with this memorandum is the Budget Adjustment Summary, which shows the effect of the proposed amendments on the various funds and activities of the City. These changes are consistent with the authority granted in the budget to make such amendments on a departmental basis. The Budget Adjustment Summary is, in effect, the synopsis of all the line-item amendments that have been proposed administratively. The budget appropriations are **not** approved by line item – they are based on activity categories in the General Fund and by fund totals for all other funds.

GENERAL FUND

The General Fund's financial position remains stable, with revenues showing a slight increase from \$8,982,011 last year to \$9,263,601 this year, and the fund balance is up by 5%. Currently, the General Fund has collected approximately 79% of the budgeted revenues and expended around 61% of its budgeted funds.

The primary revenue source for the General Fund is property taxes. Typically, the City collects about 97% of property taxes by February 28th (or 29th), with the remaining 2%

collected by Wayne County thereafter. This additional collection occurs during the yearly settlement process between the City and County, usually concluding near the end of the fiscal year. Revenue from property tax collections has increased by \$308,963 compared to the 2022 tax collection season.

Overall, 20 out of 24 departments require some adjustments to their budgets. The amendments to the overall General Fund Budget represent two percent of the already amended budget.

STREET FUNDS

The primary revenue source for the Major and Local Street Funds is the Gas and Weight tax. At this juncture in the fiscal year, the City has received payments through February, and revenues are down approximately 15% compared to this time last year. The activity in the Major and Local Funds at this point typically involves routine maintenance, with some construction overage from the 2023 street construction program.

In April, the City closed on the sale of \$5,385,000 in bonds, continuing the street construction program approved by the electorate in 2019. As part of that sale, the City is required to establish a new street construction fund (488) for those bond proceeds and subsequent construction. Adjustments related to the establishment of that fund will be proposed with the fourth-quarter amendments.

RECREATION FUND

The Recreation Department Operating Fund currently has a fund balance of \$23,675, which is down from \$263,482 last year. While most expenditures have remained stable, public utility costs are exceeding budgeted expectations. However, this issue should be alleviated by the approved LED light retrofit at the Cultural Center. As of April, Hockey Rental Revenues have experienced a modest decline of 3.6%, while soccer registration is up by 6.5%.

WASTE & RECYCLING FUND

The Waste and Recycling Fund has remained one of the City's strongest operating funds. Revenues have risen by 4%, whereas expenditures have increased by approximately 13%. This uptick is mainly attributed to higher equipment rental costs associated with financing large vehicles that support the operation. Overall, the fund balance in the Waste and Recycling Fund has decreased by \$135,632. It's noteworthy that expenses in this fund are heavily concentrated in the first and fourth quarters, while revenues are typically concentrated in the first and second quarters. Currently, we currently sit at about 66% of our projected expenses, so we expect the overall fund balance to remain stable.

DDA OPERATING FUND

The DDA is one of two component units of the City, meaning they are separate legal corporations distinct from the City. However, by statute, they are required to have budgets and amendments approved by their own board as well as by the City

Commission. The amendments pertaining to this fund, 248, are now required to be adopted by the City Commission before going to the DDA Board, per Public Act 57 (Recodified Tax Increment Financing Act). There are \$9,400 in proposed budget amendments requested.

The DDA has seen a slight decrease in revenue, from \$1,310,090 last year to \$1,267,300 this year. However, expenditures are down by about 25%. Overall, the fund balance is up by about \$317,930 compared to this time last year. Nonetheless, an additional transfer budgeted to the DDA Capital Improvement will be required prior to the end of this fiscal year.

BUILDING FUND

The Building Fund currently shows a negative fund balance. However, historically, April and June are the most productive months for the Building Fund. Although revenues are down by 7% compared to last year, site plan review fees, which are usually a leading indicator, have exceeded our budgeted revenue figure for 2023/24 by 7% through three quarters.

In May, phase two of the Pulte Mill Street Townes project will commence its approval process with the Brownfield Board and subsequently the City Commission. This should contribute to additional permit revenue.

Last year, we requested a \$50,000 contribution from the General Fund to alleviate the negative fund balance. At this time, we are seeking an additional \$30,000 to bolster the Building Fund as it enters the peak of the summer construction season.

NEIGHBORHOOD SERVICES FUND

The City ceased supervising the operations of the senior transportation program and transferred all operations to Plymouth Township in November 2015. The City now covers the cost of the service for our residents based on ridership. Typically, the funding for this comes from a combination of a General Fund contribution, a SMART bus grant, and CDBG Funds. The fund balance in the fund has remained stable, going from \$66,320 last year to \$64,138 in 2023-24. There are no budget amendment requests at this time in the Neighborhood Services Fund.

WATER AND SEWER OPERATING & MAINTENANCE FUND

The Water & Sewer Operating & Maintenance Fund has seen a decrease in its unrestricted fund balance by 10%. However, we anticipate that this trend will not persist through the end of the fiscal year. The current decline in fund balance is primarily attributed to adjustments made to the rate schedule, allowing the City to internally finance construction in conjunction with the street program rather than relying on debt. Although the March financial statements show a \$600,000 transfer to the Water and Sewer Construction Fund, this will be reconciled with the operating fund during the audit process. Overall, the Water and Sewer Operating and Maintenance Fund remains one of the City's healthiest funds, boasting an unrestricted fund balance of \$1,591,874.

We will continue to closely monitor this fund over the next couple of months. Rates for the 2024-25 fiscal year will be determined at the first meeting in June, at which point we will provide a further update on the fund's status.

EQUIPMENT FUND

The unrestricted fund balance in the Equipment Fund currently shows a negative \$339,695, primarily due to a timing issue. This discrepancy stems from the transition in software, as the main equipment proceeds account has yet to be processed. However, this issue will be resolved before the presentation of the fourth-quarter financial statement.

In October of 2021, the City Commission adopted an Equipment Fleet Action Plan. As part of this plan, the City implemented measures to increase revenue generated by the Equipment Fund, primarily through supplemental equipment rental fees, to facilitate the acquisition of replacement vehicles via low-cost financing. However, this action does temporarily restrict the fund balance, as the assets in the fund are tied up until the debt is paid off. A negative restrictive fund balance implies the General Fund is liable for that additional amount. We anticipate seeing this trend decrease as rental fees are proposed additional debt is paid off prior to the end of the fiscal year.

CONCLUSION

The overall financial health of the City remains quite stable. As noted earlier, four of the ten principal funds have seen positive gains in fund balance. However, there has been a 13% decrease in the overall fund balance across these funds. It is important for the City to remain vigilant given the changing economic conditions. Despite inflation slowing to 3.5% through March, notable cost increases are evident, especially in hard material costs and contracted services.

For the 2024-25 cycle, tax revenue will be capped at a 5% increase, and we are currently estimating a 9th Headlee rollback in ten years to our operating millage. Additionally, early projections on other revenue sources, such as state revenue sharing, do not keep pace with the 2023 consumer price index (CPI) increase of 5.1%.

Nevertheless, the City has accumulated a healthy amount of reserves and should remain stable for the foreseeable future.

There will be one final budget amendment for Fiscal Year 2023-24, which will occur at the second meeting in June.

BUDGET AMENDMENTS

The proposed budget amendments required through the end of the third quarter of the 2023-24 fiscal year, as outlined in the Budget Adjustment Summary, pertain to changes in budgetary patterns that were not anticipated when the budget was originally adopted in June of 2023. The resolution that follows is necessary to adopt these amendments.

RESOLUTION

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

WHEREAS actual patterns of departmental expenditures occurred differently than originally projected in the 2023-2024 City Budget as adopted in June of 2023; and

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

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

NOW, THEREFORE BE IT RESOLVED that the 2023-2024 City Budget is hereby amended as indicated in the 3rd quarter amendments column of the attached Budget Amendments Summary, which is made a part of this resolution.

BE IT FURTHER RESOLVED that the City Finance Director is authorized to change the budgetary appropriations as indicated in the Budget Amendments Summary effective May 6, 2024.

Requested Action: Approve 2023-24 Third Quarter Budget Amendments Resolution

Attachment(s): Quarterly Financial Reports

BUDGET ADJUSTMENT SUMMARY
THIRD QUARTER - FY 23-24

FUND DEPT./ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
GENERAL FUND REVENUE: #101							
Property Taxes	7,007,370	-	-	-	-	-	7,007,370
Licenses & Permits	3,700	-	-	-	-	-	3,700
Federal/State Grants	550,982	-	-	-	-	-	550,982
State-Shared Revenues	1,322,322	-	28,350	-	-	28,350	1,350,672
Charges for Services	933,680	1,707	-	-	-	1,707	935,387
Cemetery Revenues	157,500	-	3,500	11,900	-	15,400	172,900
Parking Revenues	65,200	1,800	5,750	-	-	7,550	72,750
Other Operating Revenues	650,540	27,000	41,500	102,510	-	171,010	821,550
Appropriation of Surplus	855,476	(1,677)	31,945	122,503	-	152,771	1,008,247
Total Operating Revenue	11,546,770	28,830	111,045	236,913	-	376,788	11,923,558
Transfers In From Other Sources	10,000	-	-	-	-	-	10,000
Total Revenue All Classes	11,556,770	28,830	111,045	236,913	-	376,788	11,933,558
GENERAL FUND EXP: #101							
City Commission	145,375	-	28,250	13,550	-	41,800	187,175
City Manager	376,145	275	6,880	5,850	-	13,005	389,150
Finance Department	567,260	-	2,995	(29,650)	-	(26,655)	540,605
City Clerk	181,865	2,325	10,720	12,000	-	25,045	206,910
Management Information Services	408,135	-	6,620	8,700	-	15,320	423,455
City Assessor	82,918	-	-	(3,800)	-	(3,800)	79,118
Election Services	130,320	-	485	450	-	935	131,255
City Hall Maintenance	150,955	-	-	7,450	-	7,450	158,405
Legal Services	155,500	-	7,100	(10,000)	-	(2,900)	152,600
Other Functions	322,661	7,025	29,000	(4,000)	-	32,025	354,686
Police Department	4,566,813	-	(5,300)	(12,600)	-	(17,900)	4,548,913
Fire Department	1,160,515	3,050	5,225	255,338	-	263,613	1,424,128
MSD Administration	311,055	6,155	22,335	3,650	-	32,140	343,195
MSD Yard Maintenance	85,505	-	10,950	7,350	-	18,300	103,805
Street Lighting	195,000	-	-	-	-	-	195,000
Miscellaneous MSD Services	2,290	-	-	-	-	-	2,290
Bathery Maintenance Expense	-	-	-	-	-	-	-
Special Events	145,475	-	(16,100)	-	-	(16,100)	129,375
Parking System	51,800	-	-	20,080	-	20,080	71,880
MSD Services - DDA	177,440	-	29,500	7,800	-	37,300	214,740
Cemetery	178,550	-	(10,000)	(5,200)	-	(15,200)	163,350
Parks & Public Property	218,655	-	25,085	(3,450)	-	21,635	240,290
Capital Outlay	1,530,700	-	(42,700)	(65,000)	-	(107,700)	1,423,000
Debt Service	32,412	-	-	-	-	-	32,412
Tot. Gen'l Operating Expenditures	11,177,344	18,830	111,045	208,518	-	338,393	11,515,737
Transfers Out to Other Funds	379,426	10,000	-	28,395	-	38,395	417,821
Contingency	-	-	-	-	-	-	-
Total Expenditures	11,556,770	28,830	111,045	236,913	-	376,788	11,933,558

FUND DEPT./ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
MAJOR ST FUND REV: #202							
Gas & Weight Taxes	802,874	-	-	-	-	-	802,874
Contrib & Other	5,000	-	-	10,000	-	10,000	15,000
Appropriation of Surplus	-	-	-	40,998	-	40,998	40,998
TOTAL REVENUE	807,874	-	-	50,998	-	50,998	858,872
MAJOR ST FUND EXP: #202							
Administration/Debt	27,580	-	880	-	-	880	28,460
Routine Maintenance	152,530	-	10,660	36,700	-	47,360	199,890
Stormwater System Maintenance	3,000	-	-	-	-	-	3,000
Traffic Signal Maintenance	84,970	-	-	-	-	-	84,970
Snow & Ice Control	70,120	-	1,295	2,700	-	3,995	74,115
Road Construction	-	-	2,000	65,000	-	67,000	67,000
Transfers Out to Other Funds	401,437	-	-	-	-	-	401,437
Contingency	68,237	-	(14,835)	(53,402)	-	(68,237)	-
TOTAL EXPENDITURES	807,874	-	-	50,998	-	50,998	858,872

BUDGET ADJUSTMENT SUMMARY
THIRD QUARTER - FY 23-24

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
LOCAL ST FUND REV: #203							
Gas & Weight taxes	281,056	-	-	-	-	-	281,056
Contrib & Other	401,437	5,000	-	-	-	5,000	406,437
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUE	682,493	5,000	-	-	-	5,000	687,493
LOCAL ST FUND EXP: #203							
Administration/Debt	25,385	-	-	-	-	-	25,385
Routine Maintenance	159,005	-	10,560	17,025	-	27,585	186,590
Stormwater System Maintenance	1,000	-	-	-	-	-	1,000
Traffic Signal Maintenance	51,885	150	80	-	-	230	52,115
Snow & Ice Control	32,770	-	4,870	9,260	-	14,130	46,900
Road Construction	-	-	-	280,000	-	280,000	280,000
Contingency	412,448	4,850	(15,510)	(306,285)	-	(316,945)	95,503
TOTAL EXPENDITURES	682,493	5,000	-	-	-	5,000	687,493

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
RECREATION FUND REV: #208							
Cultural Center Revenues	501,000	-	18,490	17,615	-	36,105	537,105
Transfer from General Fund	298,661	-	-	-	-	-	298,661
Administrative Charges	1,000	-	-	10,000	-	10,000	11,000
Program Fees & Charges	298,000	-	3,110	675	-	3,785	301,785
Appropriation of Surplus	161,849	-	-	24,510	-	24,510	186,359
TOTAL REVENUE	1,260,510	-	21,600	52,800	-	74,400	1,334,910
RECREATION FUND EXP: #208							
Cultural Center & Administration	1,084,755	-	12,950	28,100	-	41,050	1,125,805
Basic Skills	-	-	-	-	-	-	-
Recreation Vending	-	-	-	-	-	-	-
Recreation Services	13,850	-	-	2,600	-	2,600	16,450
Adult Athletics	-	-	-	-	-	-	-
Youth Athletics	5,500	-	310	-	-	310	5,810
Miracle League	10,000	-	2,255	13,200	-	15,455	25,455
PCHA	-	-	-	-	-	-	-
PCHA - Mini Mites	-	-	-	-	-	-	-
MSD Services	6,740	-	330	100	-	430	7,170
Soccer	118,150	-	-	7,800	-	7,800	125,950
Liquor	10,540	-	-	1,000	-	1,000	11,540
Classes & Special Events	4,650	-	5,755	-	-	5,755	10,405
Therapeutic Program	1,000	-	-	-	-	-	1,000
Senior Programs-Classes	5,325	-	-	-	-	-	5,325
Plymouth-Canton Steelers	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,260,510	-	21,600	52,800	-	74,400	1,334,910

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
SOLID WASTE FUND REV: #226							
Property Taxes	1,196,160	-	12,000	11,700	-	23,700	1,219,860
Sales of Service	440,600	-	1,425	1,875	-	3,300	443,900
Transfer from General Fund	7,755	-	-	-	-	-	7,755
Appropriation of Surplus	156,138	-	31,075	(2,475)	-	28,600	184,738
TOTAL REVENUE	1,800,653	-	44,500	11,100	-	55,600	1,856,253
SOLID WASTE FUND EXP: #226							
Operating Expenses	1,760,653	-	44,500	11,100	-	55,600	1,816,253
Capital Outlay	40,000	-	-	-	-	-	40,000
Contingency	-	-	-	-	-	-	-
Transfers Out to Other Funds	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,800,653	-	44,500	11,100	-	55,600	1,856,253

**BUDGET ADJUSTMENT SUMMARY
THIRD QUARTER - FY 23-24**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
DDA OPER FUND REV: #248							
Property Taxes-Non School	1,550,600	-	(316,735)	-		(316,735)	1,233,865
Program Fees & Other	82,550	-	25,450	12,110		37,560	120,110
Appropriation of Surplus	-	-	41,740	(2,710)		39,030	39,030
TOTAL REVENUES	1,633,150	-	(249,545)	9,400	-	(240,145)	1,393,005
DDA OPER FUND EXP: #248							
Administration	332,580	-	1,400	800		2,200	334,780
Police Services	35,820	-	45	100		145	35,965
Streetscape Maintenance	325,810	-	600	6,500		7,100	332,910
Parking System	55,350	-	-	-		600	55,950
Saxton Parking Facility	-	-	1,000	2,000		3,000	3,000
DDA Marketing	113,700	-	-	-		-	113,700
Contrib to DDA Debt Funds	217,300	-	-	-		-	217,300
Contrib to DDA Cap Imp Fund	300,000	-	-	-		-	300,000
Contingency	252,590	-	(252,590)	-		(252,590)	-
TOTAL EXPENDITURES	1,633,150	-	(249,545)	9,400	-	(239,545)	1,393,605

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
BLDG & ENGINEERING FD REV: #249							
Permit Fees	610,300	-	3,090	5,687		8,777	619,077
Contrib. & Other	-	10,000	-	30,000		40,000	40,000
Appropriation of Surplus	81,375	(10,000)	-	(35,687)		(45,687)	35,688
TOTAL REVENUES	691,675	-	3,090	-	-	3,090	694,765
BLDG & ENGINEERING FD EXP: #249							
Engineering/Inspections	691,675	-	3,090	-		3,090	694,765
Capital Outlay	-	-	-	-		-	-
Contingency	-	-	-	-		-	-
TOTAL EXPENDITURES	691,675	-	3,090	-	-	3,090	694,765

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
NBHD SERVICES FUND REV: #252							
Miscellaneous	16,040	-	-	-		-	16,040
Transfer from General Fund	73,010	-	-	-		-	73,010
Appropriation of Surplus	-	-	-	-		-	-
TOTAL REVENUES	89,050	-	-	-	-	-	89,050
NBHD SERVICES FUND EXP: #252							
Administration	500	-	-	-		-	500
OVDA Community Center	2,000	-	-	-		-	2,000
Senior Transportation	86,550	-	-	-		-	86,550
Contingency	-	-	-	-		-	-
TOTAL EXPENDITURES	89,050	-	-	-	-	-	89,050

**BUDGET ADJUSTMENT SUMMARY
THIRD QUARTER - FY 23-24**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
WATER/SEWER OPER FUND REV:							
#592							
Sales & Service Charges	4,998,825	40,000	-	-		40,000	5,038,825
Sale of Bonds	-	-	-	-		-	-
Appropriation of Surplus	383,435	-	49,670	-		49,670	433,105
TOTAL REVENUES	5,382,260	40,000	49,670	-	-	89,670	5,471,930
WATER/SEWER OPER FUND EXP:							
#592							
Administration	4,483,730	-	1,295	(12,000)		(10,705)	4,473,025
Trunk & Lateral	332,840	-	21,000	(5,000)		16,000	348,840
Mains Maintenance	226,100	-	20,750	12,250		33,000	259,100
Meter Maintenance	176,350	80,000	800	1,200		82,000	258,350
Service Maintenance	111,345	(40,000)	5,725	6,500		(27,775)	83,570
Hydrant Maintenance	51,895	-	100	(2,950)		(2,850)	49,045
Capital Outlay	-	-	-	-		-	-
Contingency	-	-	-	-		-	-
TOTAL EXPENDITURES	5,382,260	40,000	49,670	-	-	89,670	5,471,930

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
EQUIPMENT FUND REV:							
#661							
Miscellaneous	1,028,463	-	32,045	26,500		58,545	1,087,008
Appropriation of Surplus	-	-	-	-		-	-
TOTAL REVENUES	1,028,463	-	32,045	26,500	-	58,545	1,087,008
EQUIPMENT FUND EXP:							
#661							
Miscellaneous	993,698	-	1,315	26,500		27,815	1,021,513
Contingency	34,765	-	30,730	-		30,730	65,495
TOTAL EXPENDITURES	1,028,463	-	32,045	26,500	-	58,545	1,087,008

CITY OF PLYMOUTH
REVENUES, EXPENDITURES & CHANGES IN FUND EQUITY (GREEN)
UNAUDITED - YEAR ENDED JUNE 30, 2024
MARCH, 2024



	GENERAL FUND	MAJOR STREETS FUND	LOCAL STREETS FUND	RECREATION FUND	WASTE/ RECYCLING FUND	DDA OPERATING FUND	BUILDING FUND	NEIGHBORHOOD SERVICES FUND	WATER/SEWER FUND	EQUIPMENT FUND
AMENDED BUDGET	\$11,696,645	\$807,874	\$687,493	\$1,282,110	\$1,845,153	\$1,383,605	\$694,765	\$89,050	\$5,471,930	\$1,060,508
■ EXPENDITURES	\$7,077,594	\$496,454	\$349,949	\$941,779	\$1,218,605	\$778,952	\$487,906	\$57,004	\$4,085,808	\$582,684
■ REVENUES	\$9,263,601	\$344,856	\$438,217	\$779,095	\$1,544,278	\$1,267,300	\$409,025	\$54,822	\$3,899,054	\$319,845

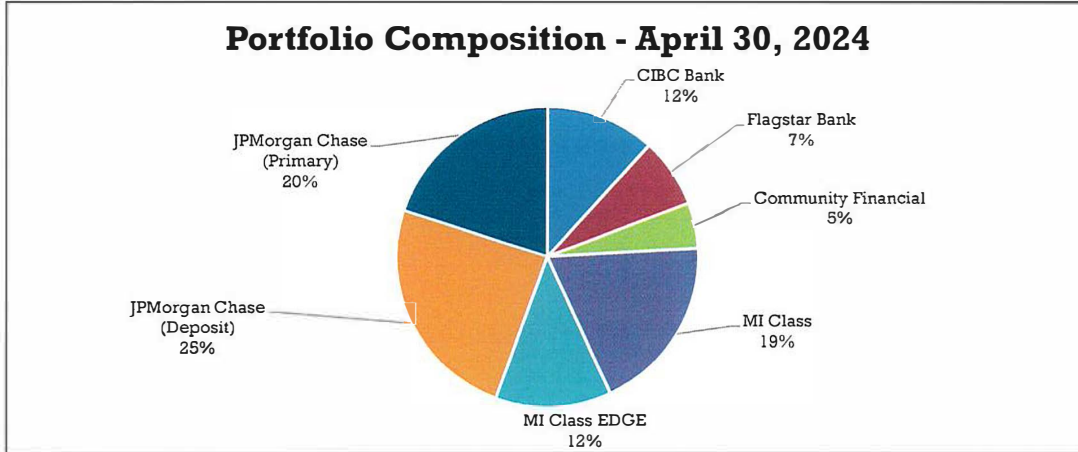
CITY OF PLYMOUTH
REVENUES, EXPENDITURES & CHANGES IN FUND EQUITY (Yellow)
UNAUDITED - YEAR ENDED JUNE 30, 2023
MARCH, 2023



	GENERAL FUND	MAJOR STREETS FUND	LOCAL STREETS FUND	RECREATION FUND	WASTE/RECYCLING FUND	DDA OPERATING FUND	BUILDING FUND	NEIGHBORHOOD SERVICES FUND	WATER/SEWER FUND	EQUIPMENT FUND
AMENDED BUDGET	\$11,205,519	\$835,370	\$699,937	\$1,149,425	\$1,740,033	\$1,268,105	\$624,555	\$92,730	\$5,261,065	\$1,065,738
EXPENDITURES	\$6,768,206	\$548,600	\$148,416	\$809,833	\$1,077,435	\$912,708	\$482,346	\$41,960	\$4,282,503	\$587,072
REVENUES	\$8,982,011	\$448,329	\$482,766	\$832,438	\$1,484,866	\$1,311,595	\$439,690	\$54,758	\$3,721,222	\$540,824

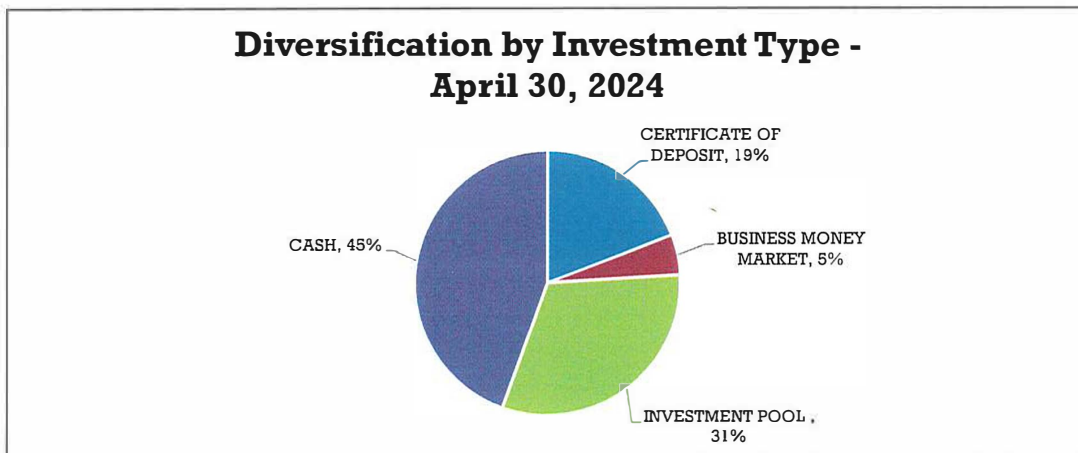
City of Plymouth
 Summary - Cash, Securities & CD's
 April 30, 2024

Institution	Bauer Rating	Inv. Type	% Invested	Amount
CIBC Bank	5	CD	12%	\$ 2,500,000.00
Flagstar Bank	3.5	CD	7%	\$ 1,600,000.00
Community Financial	5	Mon. Mrkt.	5%	\$ 1,047,397.27
MI Class	AAAm	Inv. Pool	19%	\$ 4,077,131.22
MI Class EDGE	AAAf/S1	Inv. Pool	12%	\$ 2,649,630.09
JPMorgan Chase (Deposit)	5	Cash	25%	\$ 5,245,047.80
JPMorgan Chase (Primary)	5	Cash	20%	\$ 4,279,382.43
			<u>100%</u>	<u>\$ 21,398,588.81</u>



Summary - Investment Type
 April 30, 2024

Investment Type	Avg. Rating	Avg. Term	% Invested	Amount
CERTIFICATE OF DEPOSIT	4.25	271.8	19%	\$ 4,100,000.00
BUSINESS MONEY MARKET	5	Overnight	5%	\$ 1,047,397.27
INVESTMENT POOL	AAA	Overnight	31%	\$ 6,726,761.31
CASH	5	Daily	45%	\$ 9,524,430.23
			<u>100%</u>	<u>\$ 21,398,588.81</u>



*This report is in compliance with Public Act 20 quarterly investment reporting

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdg Used
Fund: 101 GENERAL FUND								
Account Category: Revenues								
Department: 001 PROPERTY TAXES								
101-001-402.000	CURRENT PROPERTY TAX/REAL	6,333,950.36	6,413,791.12	6,597,700.00	6,597,700.00	6,722,754.49	20,432.68	101.90
101-001-405.000	TAXES RECOVERED BY COUNTY	0.00	0.00	(20,000.00)	(20,000.00)	(12.94)	0.00	0.06
101-001-406.000	TAXES REINSTATED BY COUNTY	1,391.63	1,391.63	15,000.00	15,000.00	0.00	0.00	0.00
101-001-408.000	PRIOR YEAR TAX REFUNDS	0.00	0.00	(5,000.00)	(5,000.00)	0.00	0.00	0.00
101-001-420.000	UNCOLLECTABLE TAXES/REAL-PERS	0.00	0.00	(2,500.00)	(2,500.00)	0.00	0.00	0.00
101-001-432.000	PAYMENT IN LIEU OF PROP TAX	0.00	42,311.00	39,000.00	39,000.00	0.00	0.00	0.00
101-001-445.000	PENALTIES & INTEREST	0.00	18,227.28	30,000.00	30,000.00	0.00	0.00	0.00
101-001-447.000	PROPERTY TAX ADMINISTRATION FEE	321,194.32	327,498.61	353,170.00	353,170.00	341,748.94	9,181.94	96.77
Total Dept 001 - PROPERTY TAXES		6,656,536.31	6,803,219.64	7,007,370.00	7,007,370.00	7,064,490.49	29,614.62	100.82
Department: 002 LICENSES & PERMITS								
101-002-476.000	PERMITS/NON-BUSINESS LICENSE	2,295.00	2,802.00	3,600.00	3,600.00	1,975.00	95.00	54.86
101-002-476.100	GOING OUT OF BUSINESS	0.00	0.00	100.00	100.00	0.00	0.00	0.00
Total Dept 002 - LICENSES & PERMITS		2,295.00	2,802.00	3,700.00	3,700.00	1,975.00	95.00	53.38
Department: 003 FEDERAL GRANTS								
101-003-531.000	STATE/FEDERAL GRANTS	90,000.00	90,000.00	550,982.00	550,982.00	0.00	0.00	0.00
Total Dept 003 - FEDERAL GRANTS		90,000.00	90,000.00	550,982.00	550,982.00	0.00	0.00	0.00
Department: 004 STATE SHARED REVENUES								
101-004-573.000	LOCAL COMMUNITY STABILIZATION SHARE	110,960.26	212,383.96	128,155.00	150,855.00	150,809.51	0.00	99.97
101-004-574.000	ST SHARED REV/LIQUOR LICENSE	3,202.80	18,422.40	15,000.00	15,000.00	41.25	0.00	0.28
101-004-574.100	ST SHARED REV/SALES TAX-CONST	716,136.00	1,029,607.00	1,025,832.00	1,025,832.00	698,552.00	0.00	68.10
101-004-574.300	CVTRS/(EVIP) INCENTIVE PAYMENTS/REV	93,774.00	141,334.00	153,335.00	153,335.00	97,271.00	0.00	63.44
101-004-574.500	ST SHARED REV/PUBLIC SAFETY	0.00	0.00	0.00	5,650.00	1,413.00	0.00	25.01
101-004-576.000	ST SHARED REV/ELECTION REIMB	0.00	6,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 004 - STATE SHARED REVENUES		924,073.06	1,407,747.36	1,322,322.00	1,350,672.00	948,086.76	0.00	70.19
Department: 005 CHARGES FOR SERVICES								
101-005-583.000	CHARGES FOR SVCS/WATER FUND	191,250.00	255,000.00	262,650.00	262,650.00	191,250.00	21,250.00	72.82
101-005-584.000	CHARGES FOR SVCS/EQUIP FUND	46,125.00	61,500.00	63,350.00	63,350.00	46,125.00	5,125.00	72.81
101-005-585.000	CHARGES FOR SVCS/SOLID WASTE	138,750.03	185,000.04	190,550.00	190,550.00	138,750.03	15,416.67	72.82
101-005-585.500	CHARGES FOR SVCS/BUILDING FUND	35,250.03	47,000.04	47,000.00	47,000.00	35,250.03	3,916.67	75.00
101-005-585.700	CHARGES FOR SERVICES/REC FUND	11,279.97	15,039.96	15,040.00	15,040.00	11,618.37	1,290.93	77.25
101-005-587.000	CHARGES FOR SVCS/COURT	0.00	0.00	0.00	1,707.00	1,706.25	0.00	99.96
101-005-588.000	CHARGES FOR SVCS/DDA-ADMIN	48,899.97	65,199.96	67,200.00	67,200.00	48,899.97	5,433.33	72.77
101-005-589.000	CHARGES FOR SVCS/DDA-MSD	107,084.97	142,779.96	147,060.00	147,060.00	107,084.97	11,898.33	72.82
101-005-589.500	CHARGES FOR SVCS/DDA-PARKING	30,840.03	41,120.04	42,350.00	42,350.00	30,840.03	3,426.67	72.82
101-005-590.000	CHARGES FOR SVCS/DMS-HOUS COMM	16,387.47	21,849.96	21,850.00	21,850.00	16,387.47	1,820.83	75.00
101-005-590.750	CHARGES FOR SVCS/HOUS P/R FEE	12,292.47	16,389.96	16,390.00	16,390.00	12,292.65	1,365.85	75.00
101-005-591.000	CHARGES FOR SVCS/OTHER COMM	1,535.18	(4,652.61)	3,000.00	3,000.00	10,533.77	6,379.28	351.13
101-005-592.000	CHARGES FOR SVCS/BROWNFIELD	35,631.59	35,631.59	57,240.00	57,240.00	0.00	0.00	0.00
Total Dept 005 - CHARGES FOR SERVICES		675,326.71	881,858.90	933,680.00	935,387.00	650,738.54	77,323.56	69.57
Department: 006 CEMETERY REVENUES								
101-006-633.000	FOUNDATIONS	7,600.00	10,085.00	10,000.00	10,000.00	9,435.00	235.00	94.35
101-006-634.000	GRAVE OPENINGS & CLOSING	47,925.00	74,225.00	60,000.00	60,000.00	61,075.00	8,775.00	101.79
101-006-642.000	CEMETERY LOT SALES	30,050.00	49,700.00	45,000.00	45,000.00	31,375.00	7,325.00	69.72
101-006-643.000	CEMETERY MISC/TRANSFERS	3,862.35	4,212.35	2,500.00	6,000.00	6,350.00	350.00	105.83
101-006-644.000	CRYPT SALES	29,150.00	42,150.00	40,000.00	40,000.00	11,700.00	0.00	29.25

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 101 GENERAL FUND								
Account Category: Revenues								
Department: 006 CEMETERY REVENUES								
Total Dept 006 - CEMETERY REVENUES		118,587.35	180,372.35	157,500.00	161,000.00	119,935.00	16,685.00	74.49
Department: 007 PARKING REVENUES								
101-007-652.000	PARKING FEES/CENTRAL	21,629.65	26,879.65	20,000.00	25,750.00	26,571.00	0.00	103.19
101-007-652.100	PARKING FEES/EAST CENTRAL	1,072.00	5,072.00	200.00	2,000.00	400.00	0.00	20.00
101-007-652.400	PERMIT PARKING	1,090.00	3,065.00	3,000.00	3,000.00	2,524.00	209.00	84.13
101-007-658.000	PARKING FINES	24,900.00	29,235.00	12,000.00	12,000.00	5,210.00	835.00	43.42
101-007-658.500	PARKING FINES - DDA	31,565.00	38,110.00	30,000.00	30,000.00	6,790.00	835.00	22.63
Total Dept 007 - PARKING REVENUES		80,256.65	102,361.65	65,200.00	72,750.00	41,495.00	1,879.00	57.04
Department: 008 OTHER REVENUE								
101-008-628.000	POLICE DEPARTMENT REVENUES	9,899.22	13,124.07	5,900.00	5,900.00	5,770.45	1,661.90	97.80
101-008-628.050	CITY PORTION/OFFENDER REG	0.00	0.00	250.00	250.00	100.00	50.00	40.00
101-008-628.200	EMER 911 REVENUES	29,903.13	54,447.43	45,000.00	45,000.00	24,933.52	0.00	55.41
101-008-628.300	ACT 302 TRAINING FUNDS	916.80	3,347.70	3,000.00	3,000.00	2,849.40	0.00	94.98
101-008-628.500	FALSE ALARM FEES	17,400.00	21,200.00	16,000.00	16,000.00	7,950.00	50.00	49.69
101-008-628.600	PBT TEST (BREATHILIZER)	20.00	160.00	3,000.00	3,000.00	360.00	40.00	12.00
101-008-628.700	LLRC FILING FEES	3,300.00	3,500.00	2,000.00	2,000.00	1,610.00	100.00	80.50
101-008-628.900	BOND PROCESSING FEE	10.00	20.00	150.00	150.00	20.00	0.00	13.33
101-008-630.000	OVERHEAD ON WORK ORDERS	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-008-647.000	DISTRICT COURT REVENUE	0.00	0.00	8,000.00	8,000.00	5,139.28	0.00	64.24
101-008-647.500	DISTRICT COURT-DUIL REIMB	(5.00)	1,720.55	5,500.00	5,500.00	135.00	0.00	2.45
101-008-647.600	JUROR COMPENSATION RETURNS	0.00	0.00	150.00	150.00	0.00	0.00	0.00
101-008-659.000	TOWING AND STORAGE	0.00	1,550.00	1,500.00	1,500.00	120.00	0.00	8.00
101-008-665.000	INTEREST ON INVESTMENTS	74,419.75	146,839.10	50.00	40,050.00	138,065.47	20,875.00	344.73
101-008-668.000	ROYALTIES/CABLE TV	94,203.26	184,933.13	220,000.00	220,000.00	75,709.23	0.00	34.41
101-008-668.300	CABLE TV/PEG FEES	4,000.00	8,000.00	22,000.00	22,000.00	14,334.29	0.00	65.16
101-008-668.500	METRO ACT R.O.W. REIMBURSEMENT	500.00	35,937.37	27,000.00	27,000.00	0.00	0.00	0.00
101-008-672.221	2021 SIDEWALK SPECIAL ASSMTS	0.00	0.00	0.00	0.00	(462.00)	0.00	100.00
101-008-672.222	2022 SIDEWALK SPECIAL ASSMTS	52,226.45	51,041.45	0.00	0.00	(3,857.50)	0.00	100.00
101-008-672.223	2023 SIDEWALK SPECIAL ASSMTS	0.00	0.00	40,000.00	40,000.00	0.00	0.00	0.00
101-008-674.006	CONTRIBUTION/KIWANIS PARK IMPROVEMEN	15,000.00	15,000.00	0.00	0.00	0.00	0.00	0.00
101-008-675.008	CONTRIBUTION/LIONS PARK IMPROVEMENTS	0.00	0.00	0.00	25,000.00	25,000.00	0.00	100.00
101-008-676.000	EXPENSE REIMBURSEMENTS	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-008-676.200	REIMBURSEMENT/EQUIP FD ACT 99 PROCEE	0.00	0.00	0.00	0.00	(989.40)	0.00	100.00
101-008-676.208	REIMBURSEMENT/GEOTHERMAL CAP OUTLAY	0.00	0.00	48,290.00	48,290.00	0.00	0.00	0.00
101-008-676.262	REIMBURSEMENT/SPEC ELECTIONS	0.00	0.00	700.00	700.00	0.00	0.00	0.00
101-008-680.000	OTHER INCOME	5,163.05	6,161.33	10,000.00	10,000.00	10,071.74	2,647.55	100.72
101-008-681.000	PASSPORT PROCESSING FEE	13,630.00	17,165.00	25,000.00	25,000.00	7,980.00	1,085.00	31.92
101-008-683.000	INSURANCE PROCEEDS	0.00	0.00	1,000.00	4,500.00	4,366.01	0.00	97.02
101-008-689.000	SUNDRY (CASH OVER/SHORT)	1.66	1.66	50.00	50.00	(0.14)	0.00	(0.28)
101-008-689.200	INS PREM/RETIRES & OTHERS	(10,301.70)	(13,771.20)	(16,000.00)	(16,000.00)	(5,949.60)	0.00	37.19
101-008-689.300	SPECIAL EVENTS INCOME	122,059.20	117,876.80	180,000.00	180,000.00	123,624.28	1,372.00	68.68
Total Dept 008 - OTHER REVENUE		432,345.82	668,254.39	650,540.00	719,040.00	436,880.03	27,881.45	60.76
Department: 009 TRANSFERS IN OTHER SOURCES								
101-009-674.711	CONTRIBUTION FR CEMETERY FUND	2,589.86	15,313.59	10,000.00	10,000.00	0.00	0.00	0.00
101-009-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	855,476.00	885,744.00	0.00	0.00	0.00
Total Dept 009 - TRANSFERS IN OTHER SOURCES		2,589.86	15,313.59	865,476.00	895,744.00	0.00	0.00	0.00

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdg Used
Fund: 101 GENERAL FUND								
Account Category: Revenues								
	Revenues	8,982,010.76	10,151,929.88	11,556,770.00	11,696,645.00	9,263,600.82	153,478.63	79.20
Account Category: Expenditures								
Department: 101 CITY COMMISSION								
101-101-706.000	SALARY & WAGES/ FULL TIME	3,213.23	4,159.13	4,450.00	4,450.00	2,574.02	261.66	57.84
101-101-707.000	SALARY & WAGES/TEMP-SEASONAL	340.86	475.10	1,300.00	1,300.00	60.00	0.00	4.62
101-101-709.000	SALARY & WAGES/OVERTIME	69.22	119.56	175.00	175.00	0.00	0.00	0.00
101-101-721.000	FRINGE BENEFITS	278.66	365.81	450.00	450.00	201.49	20.02	44.78
101-101-727.000	OFFICE SUPPLIES	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-101-728.000	POSTAGE	111.01	111.01	600.00	600.00	0.00	0.00	0.00
101-101-740.000	OPERATING SUPPLIES	1,014.56	1,860.13	3,500.00	3,500.00	4,038.25	25.42	115.38
101-101-818.000	CONTRACTUAL SERVICES	25,748.00	67,892.50	54,000.00	79,000.00	87,098.29	771.00	110.25
101-101-818.001	CONT SVCS/CABLE TV	0.00	0.00	0.00	2,250.00	2,250.00	0.00	100.00
101-101-818.211	CONT SVCS/AUDITING	33,000.00	33,000.00	35,000.00	35,000.00	0.00	0.00	0.00
101-101-818.410	CONT SVCS/ADVERTSNG PROMOTION	500.00	500.00	500.00	500.00	0.00	0.00	0.00
101-101-850.000	COMMUNICATIONS	0.00	0.00	300.00	300.00	0.00	0.00	0.00
101-101-864.000	CONFERENCES & MEETINGS	28.73	1,284.33	4,500.00	4,500.00	1,663.93	0.00	36.98
101-101-880.000	PUBLIC RELATIONS EXPENSE	8,020.02	8,988.00	8,500.00	8,500.00	8,061.80	50.00	94.84
101-101-900.000	PRINTING & PUBLISHING	1,506.83	2,907.83	3,500.00	3,500.00	1,116.27	430.77	31.89
101-101-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	292.57	500.00	500.00	0.00	0.00	0.00
101-101-956.000	MISCELLANEOUS	3,664.94	4,730.59	3,500.00	4,500.00	4,293.20	0.00	95.40
101-101-957.000	TRAINING EXPENSES	10,032.56	10,032.56	11,000.00	11,000.00	9,942.67	0.00	90.39
101-101-958.000	MEMBERSHIPS & DUES	5,422.00	11,098.00	13,500.00	13,500.00	5,430.00	0.00	40.22
	Total Dept 101 - CITY COMMISSION	92,950.62	147,817.12	145,375.00	173,625.00	126,729.92	1,558.87	72.99
Department: 172 CITY MANAGER								
101-172-706.000	SALARY & WAGES/ FULL TIME	146,818.03	199,034.85	215,180.00	215,180.00	165,079.36	17,854.72	76.72
101-172-706.050	SALARY & WAGES/PART TIME	0.00	0.00	9,600.00	9,600.00	0.00	0.00	0.00
101-172-706.100	SALARY & WAGES/SICK	1,260.15	10,325.91	6,320.00	6,320.00	1,614.06	530.88	25.54
101-172-706.150	SALARY & WAGES/IN-LIEU HEALTH	2,220.66	2,220.66	2,225.00	2,525.00	2,511.54	0.00	99.47
101-172-706.300	SALARY & WAGES/RETENTION	3,900.00	3,900.00	3,300.00	3,700.00	3,700.00	0.00	100.00
101-172-706.600	SALARY & WAGES/VACATION PAYOFF	3,415.50	8,880.30	5,615.00	10,615.00	9,807.60	0.00	92.39
101-172-707.000	SALARY & WAGES/TEMP-SEASONAL	0.00	0.00	4,800.00	4,800.00	0.00	0.00	0.00
101-172-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	200.00	200.00	0.00	0.00	0.00
101-172-721.000	FRINGE BENEFITS	47,701.58	67,983.23	69,260.00	69,260.00	53,279.67	5,859.69	76.93
101-172-721.500	POST RETIREMENT BENEFITS	22,595.22	30,126.96	36,445.00	36,445.00	27,336.24	3,037.36	75.01
101-172-725.500	MEAL ALLOWANCE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-172-727.000	OFFICE SUPPLIES	0.00	0.00	400.00	400.00	22.34	0.00	5.59
101-172-728.000	POSTAGE	167.34	222.74	200.00	230.00	225.32	0.00	97.97
101-172-740.000	OPERATING SUPPLIES	6,779.34	9,501.36	6,500.00	6,500.00	6,512.03	870.34	100.19
101-172-818.000	CONTRACTUAL SERVICES	31.62	31.62	1,000.00	1,000.00	0.00	0.00	0.00
101-172-850.000	COMMUNICATIONS	1,926.57	3,410.18	2,500.00	2,500.00	408.56	51.88	16.34
101-172-860.000	TRANSPORTATION	205.23	553.54	800.00	800.00	529.22	0.00	66.15
101-172-864.000	CONFERENCES & MEETINGS	0.00	900.00	2,500.00	2,500.00	0.00	0.00	0.00
101-172-880.000	PUBLIC RELATIONS EXPENSE	360.00	360.00	0.00	0.00	0.00	0.00	0.00
101-172-900.000	PRINTING & PUBLISHING	142.45	219.45	600.00	900.00	816.61	0.00	90.73
101-172-925.000	SUBSCRIPTIONS & PUBLICATIONS	150.00	319.00	500.00	925.00	898.01	0.00	97.08
101-172-930.000	REPAIRS & MAINTENANCE	0.00	0.00	400.00	400.00	0.00	0.00	0.00
101-172-940.000	EQUIPMENT RENTAL - FORCE ACCT	510.03	1,168.32	1,000.00	1,000.00	0.00	0.00	0.00
101-172-956.000	MISCELLANEOUS	1,224.39	2,930.29	1,500.00	2,200.00	2,334.01	190.50	106.09
101-172-957.000	TRAINING EXPENSES	49.97	49.97	4,000.00	4,000.00	587.99	149.00	14.70

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Balance As Of 03/31/2024

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Fund: 101 GENERAL FUND								
Account Category: Expenditures								
Department: 172 CITY MANAGER								
101-172-958.000	MEMBERSHIPS & DUES	425.00	1,335.00	1,200.00	1,200.00	1,180.00	425.00	98.33
Total Dept 172 - CITY MANAGER		239,883.08	343,473.38	376,145.00	383,300.00	276,842.56	28,969.37	72.23
Department: 212 FINANCE DEPARTMENT								
101-212-706.000	SALARY & WAGES/ FULL TIME	136,251.77	184,242.14	198,005.00	198,005.00	135,830.37	17,780.80	68.60
101-212-706.050	SALARY & WAGES/PART TIME	39,199.15	55,296.15	101,095.00	101,095.00	30,085.84	1,507.79	29.76
101-212-706.100	SALARY & WAGES/SICK	0.00	231.57	5,875.00	5,875.00	0.00	0.00	0.00
101-212-706.150	SALARY & WAGES/IN-LIEU HEALTH	0.00	0.00	0.00	1,470.00	1,465.07	0.00	99.66
101-212-706.300	SALARY & WAGES/RETENTION	4,075.01	5,078.78	1,800.00	3,025.00	3,002.49	0.00	99.26
101-212-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	62.81	4,885.00	4,885.00	4.73	0.00	0.10
101-212-707.000	SALARY & WAGES/TEMP-SEASONAL	27,680.69	37,068.07	41,200.00	41,200.00	20,731.02	3,409.84	50.32
101-212-709.000	SALARY & WAGES/OVERTIME	76.97	76.97	250.00	250.00	214.50	0.00	85.80
101-212-721.000	FRINGE BENEFITS	82,372.68	110,588.21	117,815.00	117,815.00	53,378.04	6,794.85	45.31
101-212-721.500	POST RETIREMENT BENEFITS	35,897.22	47,862.96	48,385.00	48,385.00	37,036.08	4,115.12	76.54
101-212-725.500	MEAL ALLOWANCE	0.00	0.00	150.00	150.00	0.00	0.00	0.00
101-212-727.000	OFFICE SUPPLIES	1,456.73	1,807.99	3,000.00	3,000.00	761.87	445.27	25.40
101-212-728.000	POSTAGE	5,424.00	8,250.37	6,000.00	6,000.00	5,122.59	145.79	85.38
101-212-740.000	OPERATING SUPPLIES	3,670.54	5,281.98	3,750.00	3,750.00	2,097.41	256.19	55.93
101-212-818.000	CONTRACTUAL SERVICES	2,674.63	4,116.05	3,500.00	3,500.00	1,891.65	0.00	54.05
101-212-850.000	COMMUNICATIONS	366.10	527.43	850.00	850.00	678.00	40.46	79.76
101-212-860.000	TRANSPORTATION	470.88	651.66	1,000.00	1,000.00	8.48	0.00	0.85
101-212-864.000	CONFERENCES & MEETINGS	0.00	0.00	1,400.00	1,400.00	0.00	0.00	0.00
101-212-880.000	PUBLIC RELATIONS EXPENSE	885.00	885.00	1,250.00	1,250.00	185.00	0.00	14.80
101-212-900.000	PRINTING & PUBLISHING	5,427.90	7,745.17	3,000.00	3,300.00	3,298.98	0.00	99.97
101-212-925.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	169.00	100.00	100.00	0.00	0.00	0.00
101-212-930.000	REPAIRS & MAINTENANCE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-212-938.000	EQUIPMENT LEASE EXPENSE	0.00	0.00	150.00	150.00	0.00	0.00	0.00
101-212-940.000	EQUIPMENT RENTAL - FORCE ACCT	15,450.03	30,517.52	20,600.00	20,600.00	0.00	0.00	0.00
101-212-956.000	MISCELLANEOUS	0.00	0.00	100.00	100.00	50.00	0.00	50.00
101-212-957.000	TRAINING EXPENSES	1,650.35	2,768.02	2,000.00	2,000.00	724.48	379.00	36.22
101-212-958.000	MEMBERSHIPS & DUES	477.00	527.00	1,000.00	1,000.00	608.00	50.00	60.80
Total Dept 212 - FINANCE DEPARTMENT		363,506.65	503,754.85	567,260.00	570,255.00	297,174.60	34,925.11	52.11
Department: 215 CITY CLERK								
101-215-706.000	SALARY & WAGES/ FULL TIME	67,622.67	92,742.65	83,345.00	83,345.00	73,019.94	7,840.00	87.61
101-215-706.050	SALARY & WAGES/PART TIME	0.00	0.00	6,790.00	6,790.00	2,284.80	0.00	33.65
101-215-706.100	SALARY & WAGES/SICK	0.00	4,318.08	3,530.00	3,530.00	0.00	0.00	0.00
101-215-706.300	SALARY & WAGES/RETENTION	1,900.00	1,900.00	1,185.00	1,700.00	1,700.00	0.00	100.00
101-215-706.600	SALARY & WAGES/VACATION PAYOFF	2,249.00	4,048.20	3,140.00	3,920.00	3,920.00	0.00	100.00
101-215-707.000	SALARY & WAGES/TEMP-SEASONAL	249.34	249.34	50.00	6,050.00	8,138.46	1,061.07	134.52
101-215-709.000	SALARY & WAGES/OVERTIME	903.49	903.49	550.00	850.00	2,390.47	671.99	281.23
101-215-721.000	FRINGE BENEFITS	32,744.88	46,525.92	44,100.00	44,100.00	35,254.76	4,002.98	79.94
101-215-721.500	POST RETIREMENT BENEFITS	8,488.32	12,873.30	20,085.00	20,085.00	15,065.55	1,673.95	75.01
101-215-725.500	MEAL ALLOWANCE	52.00	102.81	200.00	200.00	71.22	0.00	35.61
101-215-727.000	OFFICE SUPPLIES	0.00	0.00	200.00	200.00	14.32	0.00	7.16
101-215-728.000	POSTAGE	127.74	192.19	570.00	640.00	634.27	0.00	99.10
101-215-740.000	OPERATING SUPPLIES	2,538.05	2,622.75	3,000.00	5,525.00	6,395.60	295.16	115.76
101-215-818.000	CONTRACTUAL SERVICES	756.35	756.35	2,700.00	2,700.00	45.00	0.00	1.67
101-215-860.000	TRANSPORTATION	195.52	334.38	400.00	400.00	267.01	34.84	66.75
101-215-864.000	CONFERENCES & MEETINGS	0.00	110.00	0.00	50.00	50.00	0.00	100.00

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdg Used
Fund: 101 GENERAL FUND								
Account Category: Expenditures								
Department: 215 CITY CLERK								
101-215-900.000	PRINTING & PUBLISHING	0.00	0.00	1,750.00	1,750.00	1,052.29	0.00	60.13
101-215-925.000	SUBSCRIPTIONS & PUBLICATIONS	376.00	376.00	100.00	100.00	0.00	0.00	0.00
101-215-940.000	EQUIPMENT RENTAL - FORCE ACCT	5,400.00	9,642.30	7,300.00	7,300.00	0.00	0.00	0.00
101-215-956.000	MISCELLANEOUS	0.00	0.00	500.00	500.00	0.00	0.00	0.00
101-215-957.000	TRAINING EXPENSES	0.00	575.00	2,000.00	2,000.00	401.87	350.00	20.09
101-215-958.000	MEMBERSHIPS & DUES	775.28	775.28	370.00	3,175.00	3,173.00	0.00	99.94
Total Dept 215 - CITY CLERK		124,378.64	179,048.04	181,865.00	194,910.00	153,878.56	15,929.99	78.95
Department: 228 MGMT INFORMATION SERVICES								
101-228-706.000	SALARY & WAGES/ FULL TIME	87,832.09	120,669.19	129,115.00	129,115.00	95,836.50	10,278.40	74.23
101-228-706.100	SALARY & WAGES/SICK	0.00	5,686.08	5,470.00	5,470.00	0.00	0.00	0.00
101-228-706.300	SALARY & WAGES/RETENTION	1,500.00	1,500.00	1,500.00	1,550.00	1,550.00	0.00	100.00
101-228-706.600	SALARY & WAGES/VACATION PAYOFF	2,961.50	7,699.90	4,850.00	7,850.00	7,708.80	0.00	98.20
101-228-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	0.00	700.00	664.55	0.00	94.94
101-228-721.000	FRINGE BENEFITS	36,714.94	53,137.57	57,350.00	57,350.00	40,161.12	4,242.81	70.03
101-228-721.500	POST RETIREMENT BENEFITS	14,805.53	20,802.77	28,450.00	28,450.00	21,340.53	2,371.17	75.01
101-228-725.500	MEAL ALLOWANCE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-228-727.000	OFFICE SUPPLIES	0.00	0.00	150.00	150.00	0.00	0.00	0.00
101-228-728.000	POSTAGE	46.14	156.24	100.00	1,200.00	1,191.25	0.00	99.27
101-228-740.000	OPERATING SUPPLIES	1,921.50	54.40	4,500.00	6,270.00	6,415.28	(449.91)	102.32
101-228-750.000	OPERATING SUPPLIES/SOFTWARE	53,031.98	71,261.25	91,500.00	91,500.00	57,779.31	1,605.77	63.15
101-228-818.000	CONTRACTUAL SERVICES	36,281.32	60,128.26	72,000.00	72,000.00	32,549.36	11,064.27	45.21
101-228-850.000	COMMUNICATIONS	0.00	0.00	200.00	200.00	0.00	0.00	0.00
101-228-860.000	TRANSPORTATION	47.44	47.44	150.00	150.00	82.92	0.00	55.28
101-228-864.000	CONFERENCES & MEETINGS	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
101-228-940.000	EQUIPMENT RENTAL - FORCE ACCT	187.47	516.61	550.00	550.00	0.00	0.00	0.00
101-228-956.000	MISCELLANEOUS	0.00	0.00	250.00	250.00	0.00	0.00	0.00
101-228-957.000	TRAINING EXPENSES	2,277.80	2,277.80	10,000.00	10,000.00	1,495.00	0.00	14.95
101-228-958.000	MEMBERSHIPS & DUES	50.00	50.00	400.00	400.00	50.00	0.00	12.50
Total Dept 228 - MGMT INFORMATION SERVICES		237,657.71	343,987.51	408,135.00	414,755.00	266,824.62	29,112.51	64.33
Department: 257 CITY ASSESSOR								
101-257-727.000	OFFICE SUPPLIES	0.00	0.00	2,500.00	2,500.00	0.00	0.00	0.00
101-257-728.000	POSTAGE	80.22	80.22	1,000.00	1,000.00	193.14	0.00	19.31
101-257-818.000	CONTRACTUAL SERVICES	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
101-257-818.213	CONT SVCS/ASSESSING	57,680.00	75,674.00	70,418.00	70,418.00	47,984.00	0.00	68.14
101-257-900.000	PRINTING & PUBLISHING	0.00	44.00	4,000.00	4,000.00	460.00	460.00	11.50
101-257-925.000	SUBSCRIPTIONS & PUBLICATIONS	1,253.30	1,629.29	1,500.00	1,500.00	1,002.64	0.00	66.84
101-257-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-257-957.000	TRAINING EXPENSES	0.00	0.00	0.00	0.00	181.00	181.00	100.00
101-257-958.000	MEMBERSHIPS & DUES	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 257 - CITY ASSESSOR		59,013.52	77,427.51	82,918.00	82,918.00	49,820.78	641.00	60.08
Department: 262 ELECTION SERVICES								
101-262-706.000	SALARY & WAGES/ FULL TIME	2,683.25	2,683.25	14,705.00	14,705.00	0.00	0.00	0.00
101-262-706.050	SALARY & WAGES/PART TIME	20,830.84	26,801.89	27,165.00	27,165.00	26,933.18	2,522.02	99.15
101-262-706.100	SALARY & WAGES/SICK	0.00	0.00	625.00	625.00	0.00	0.00	0.00
101-262-706.300	SALARY & WAGES/RETENTION	900.00	900.00	515.00	800.00	800.00	0.00	100.00
101-262-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	555.00	555.00	0.00	0.00	0.00
101-262-707.000	SALARY & WAGES/TEMP-SEASONAL	17,056.00	17,056.00	22,000.00	22,000.00	17,188.76	11,724.25	78.13

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdg Used
Fund: 101 GENERAL FUND								
Account Category: Expenditures								
Department: 262 ELECTION SERVICES								
101-262-709.000	SALARY & WAGES/OVERTIME	4,751.94	4,751.94	4,750.00	4,750.00	6,179.53	2,296.92	130.10
101-262-721.000	FRINGE BENEFITS	4,016.62	4,493.44	11,810.00	11,810.00	3,753.28	920.48	31.78
101-262-721.500	POST RETIREMENT BENEFITS	7,472.63	8,246.36	3,545.00	3,545.00	2,657.61	295.29	74.97
101-262-725.500	MEAL ALLOWANCE	1,219.41	1,219.41	1,500.00	1,500.00	2,265.62	752.48	151.04
101-262-727.000	OFFICE SUPPLIES	0.00	0.00	100.00	100.00	98.14	0.00	98.14
101-262-728.000	POSTAGE	500.00	500.00	3,130.00	3,130.00	1,551.48	0.00	49.57
101-262-740.000	OPERATING SUPPLIES	1,906.35	2,021.16	2,000.00	2,000.00	1,930.94	189.90	96.55
101-262-818.000	CONTRACTUAL SERVICES	5,214.81	10,299.81	28,250.00	28,250.00	10,841.44	8,280.00	38.38
101-262-860.000	TRANSPORTATION	68.87	101.62	200.00	400.00	418.27	34.84	104.57
101-262-900.000	PRINTING & PUBLISHING	1,499.30	1,539.15	6,700.00	6,700.00	3,976.45	300.00	59.35
101-262-925.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-262-930.000	REPAIRS & MAINTENANCE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-262-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	73.14	100.00	100.00	0.00	0.00	0.00
101-262-956.000	MISCELLANEOUS	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-262-957.000	TRAINING EXPENSES	48.00	48.00	2,000.00	2,000.00	1,625.00	500.00	81.25
101-262-958.000	MEMBERSHIPS & DUES	100.00	100.00	370.00	370.00	0.00	0.00	0.00
Total Dept 262 - ELECTION SERVICES		68,268.02	80,835.17	130,320.00	130,805.00	80,219.70	27,816.18	61.33
Department: 265 CITY HALL MAINTENANCE								
101-265-706.000	SALARY & WAGES/ FULL TIME	3,291.03	4,246.03	6,025.00	6,025.00	2,778.46	206.67	46.12
101-265-706.100	SALARY & WAGES/SICK	0.00	0.00	265.00	265.00	0.00	0.00	0.00
101-265-706.300	SALARY & WAGES/RETENTION	0.00	0.00	25.00	25.00	0.00	0.00	0.00
101-265-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-265-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	55.00	55.00	0.00	0.00	0.00
101-265-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	225.00	225.00	0.00	0.00	0.00
101-265-707.000	SALARY & WAGES/TEMP-SEASONAL	534.63	795.30	1,075.00	1,075.00	787.00	166.54	73.21
101-265-709.000	SALARY & WAGES/OVERTIME	311.36	311.36	200.00	200.00	1,016.81	0.00	508.41
101-265-721.000	FRINGE BENEFITS	1,554.84	2,061.05	3,785.00	3,785.00	1,427.38	137.54	37.71
101-265-721.500	POST RETIREMENT BENEFITS	1,862.28	2,483.04	2,375.00	2,375.00	1,901.79	211.31	80.08
101-265-725.500	MEAL ALLOWANCE	0.00	0.00	0.00	0.00	39.00	0.00	100.00
101-265-740.000	OPERATING SUPPLIES	3,318.29	4,229.53	8,000.00	8,000.00	16,018.99	13,680.80	200.24
101-265-818.000	CONTRACTUAL SERVICES	77,195.09	90,981.18	88,600.00	88,600.00	56,577.63	6,924.00	63.86
101-265-920.000	PUBLIC UTILITIES	21,491.72	29,474.51	25,000.00	25,000.00	24,600.82	2,934.05	98.40
101-265-930.000	REPAIRS & MAINTENANCE	9,994.83	13,912.89	10,000.00	10,000.00	1,692.24	0.00	16.92
101-265-940.000	EQUIPMENT RENTAL - FORCE ACCT	1,555.22	5,943.81	5,225.00	5,225.00	0.00	0.00	0.00
Total Dept 265 - CITY HALL MAINTENANCE		121,109.29	154,438.70	150,955.00	150,955.00	106,840.12	24,260.91	70.78
Department: 266 LEGAL SERVICES								
101-266-818.100	CONT SVCS/CITY ATTY - RETAINER	13,200.00	24,062.00	45,000.00	45,000.00	16,500.00	0.00	36.67
101-266-818.110	CONT SVCS/PROSECUTION RETAINER	37,019.99	52,219.99	53,000.00	53,000.00	37,001.26	3,800.00	69.81
101-266-818.150	CONT SVCS/CITY ATTY - SPECIAL	14,297.00	26,506.00	40,000.00	40,000.00	9,545.50	0.00	23.86
101-266-818.165	CONT SVCS/CITY ATTY-BROWNFIELD	5,215.00	7,712.50	5,000.00	5,000.00	490.00	0.00	9.80
101-266-818.170	CONT SVCS/PROPERTY TAX APPEALS	5,453.76	14,912.41	7,500.00	14,600.00	14,596.65	0.00	99.98
101-266-818.200	CONT SVCS/LABOR ATTORNEY	96.00	1,385.00	4,000.00	4,000.00	2,119.00	0.00	52.98
101-266-900.000	PRINTING & PUBLISHING	0.00	0.00	500.00	500.00	0.00	0.00	0.00
101-266-956.000	MISCELLANEOUS	0.00	0.00	500.00	500.00	0.00	0.00	0.00
Total Dept 266 - LEGAL SERVICES		75,281.75	126,797.90	155,500.00	162,600.00	80,252.41	3,800.00	49.36
Department: 268 OTHER FUNCTIONS								
101-268-721.000	FRINGE BENEFITS	0.00	0.00	4,500.00	4,500.00	0.00	0.00	0.00

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Balance As Of 03/31/2024

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Fund: 101 GENERAL FUND								
Account Category: Expenditures								
Department: 268 OTHER FUNCTIONS								
101-268-721.200	CONTRIBUTION TO HEALTH CARE RESERVE	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00
101-268-724.000	MERS/OPEB ACTUARIAL EVALUATIONS	11,872.00	11,872.00	11,875.00	11,875.00	0.00	0.00	0.00
101-268-725.000	EMPLOYEE TESTING & LICENSING	0.00	0.00	3,500.00	3,500.00	0.00	0.00	0.00
101-268-727.000	OFFICE SUPPLIES	0.00	428.70	2,500.00	2,500.00	0.00	0.00	0.00
101-268-728.000	POSTAGE	6,198.00	10,772.72	14,000.00	14,000.00	7,447.84	2,067.55	53.20
101-268-740.000	OPERATING SUPPLIES	2,563.17	4,115.13	7,000.00	7,000.00	2,527.84	179.99	36.11
101-268-818.000	CONTRACTUAL SERVICES	20,101.65	27,507.43	22,000.00	36,000.00	39,176.25	3,670.86	108.82
101-268-818.850	CONT SRVC/PAYROLL PROCESSING	0.00	0.00	0.00	25.00	25.00	0.00	100.00
101-268-818.900	CONT SRVC/BANK ANALYSIS FEES	0.00	0.00	2,500.00	2,500.00	703.50	0.00	28.14
101-268-832.000	REIMBURSEMENT/35TH DIST COURT	0.00	40,398.62	15,000.00	37,000.00	36,699.66	0.00	99.19
101-268-850.000	COMMUNICATIONS	25,290.19	34,088.85	38,000.00	38,000.00	24,869.41	2,997.33	65.45
101-268-864.000	CONFERENCES & MEETINGS	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
101-268-880.000	PUBLIC RELATIONS EXPENSE	0.00	0.00	800.00	800.00	0.00	0.00	0.00
101-268-900.000	PRINTING & PUBLISHING	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-268-930.000	REPAIRS & MAINTENANCE	0.00	0.00	5,000.00	5,000.00	0.00	0.00	0.00
101-268-938.000	EQUIPMENT LEASE EXPENSE	6,270.75	8,333.85	6,800.00	6,800.00	6,358.15	706.97	93.50
101-268-940.000	EQUIPMENT RENTAL - FORCE ACCT	6,000.03	11,485.77	4,700.00	4,700.00	0.00	0.00	0.00
101-268-940.100	EQUIPMENT RENTAL / SUPPLEMENTAL	0.00	73,486.00	73,486.00	73,486.00	55,114.47	6,123.83	75.00
101-268-956.000	MISCELLANEOUS	0.00	39.00	1,000.00	1,000.00	402.65	0.00	40.27
101-268-957.000	TRAINING EXPENSES	0.00	59.57	4,500.00	4,500.00	2,000.00	0.00	44.44
101-268-960.000	INSURANCE & BONDS	71,250.03	95,000.04	97,000.00	97,000.00	78,626.97	8,736.33	81.06
101-268-963.000	BAD DEBT EXP/BANKRUPTCY	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00
101-268-964.000	PRIOR YEAR TAX REFUNDS	0.00	1,067.42	2,000.00	2,000.00	0.00	0.00	0.00
Total Dept 268 - OTHER FUNCTIONS		149,545.82	318,655.10	322,661.00	358,686.00	253,951.74	24,482.86	70.80
Department: 301 POLICE DEPARTMENT								
101-301-706.000	SALARY & WAGES/ FULL TIME	1,117,589.50	1,524,146.54	1,552,325.00	1,552,325.00	1,148,464.51	115,445.69	73.98
101-301-706.050	SALARY & WAGES/PART TIME	49,861.35	69,014.86	88,990.00	88,990.00	39,897.12	3,943.94	44.83
101-301-706.100	SALARY & WAGES/SICK	0.00	52,358.19	60,120.00	60,120.00	0.00	0.00	0.00
101-301-706.150	SALARY & WAGES/IN-LIEU HEALTH	4,441.32	4,441.32	4,440.00	5,040.00	5,023.08	0.00	99.66
101-301-706.200	SALARY & WAGES/HOLIDAY PAY	61,787.04	61,787.04	65,839.00	67,239.00	67,221.91	0.00	99.97
101-301-706.300	SALARY & WAGES/RETENTION	11,862.49	11,862.49	12,360.00	12,360.00	11,800.00	0.00	95.47
101-301-706.400	SALARY & WAGES/UNIFORM ALLOW	11,643.84	13,336.27	13,835.00	13,835.00	12,851.24	0.00	92.89
101-301-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	6,917.28	14,215.00	14,215.00	0.00	0.00	0.00
101-301-706.900	SALARY & WAGES/DEBRIEF PAY	2,492.50	2,492.50	12,725.00	12,725.00	4,925.50	0.00	38.71
101-301-707.000	SALARY & WAGES/TEMP-SEASONAL	14.78	14.78	3,500.00	3,500.00	0.00	0.00	0.00
101-301-709.000	SALARY & WAGES/OVERTIME	50,028.43	81,622.37	90,000.00	90,000.00	49,253.41	6,663.55	54.73
101-301-709.100	SALARY & WAGES/OT-TRAINING	903.53	903.53	4,000.00	4,000.00	2,835.65	0.00	70.89
101-301-721.000	FRINGE BENEFITS	523,740.81	725,896.64	692,770.00	692,770.00	508,907.27	55,641.59	73.46
101-301-721.500	POST RETIREMENT BENEFITS	682,631.87	951,218.39	1,225,615.00	1,225,615.00	919,211.76	102,134.64	75.00
101-301-725.000	EMPLOYEE TESTING & LICENSING	2,778.06	4,632.35	5,960.00	5,960.00	743.16	0.00	12.47
101-301-725.500	MEAL ALLOWANCE	113.40	113.40	100.00	100.00	51.40	0.00	51.40
101-301-727.000	OFFICE SUPPLIES	792.13	1,894.62	2,530.00	2,530.00	644.62	148.22	25.48
101-301-728.000	POSTAGE	274.38	742.65	2,580.00	2,580.00	175.16	0.00	6.79
101-301-740.000	OPERATING SUPPLIES	6,563.82	8,170.76	13,510.00	12,984.00	7,593.25	131.07	58.48
101-301-740.100	AUXILLIARY SUPPLIES	0.00	783.00	0.00	0.00	0.00	0.00	0.00
101-301-740.400	UNIFORM ALLOWANCE	2,274.22	3,096.22	6,000.00	6,000.00	1,252.35	0.00	20.87
101-301-740.700	SAFETY GEAR	2,083.85	3,069.67	3,280.00	3,280.00	466.15	0.00	14.21
101-301-810.000	TOWING CHARGES	360.00	360.00	3,000.00	3,000.00	0.00	0.00	0.00

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Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 101 GENERAL FUND								
Account Category: Expenditures								
Department: 301 POLICE DEPARTMENT								
101-301-818.000	CONTRACTUAL SERVICES	22,180.62	34,056.22	33,000.00	33,000.00	7,027.26	60.00	21.29
101-301-818.310	CONT SVCS/SOCIAL WORKER	0.00	0.00	20,600.00	13,300.00	0.00	0.00	0.00
101-301-818.311	CONT SVCS/DISPATCH	316,317.33	490,917.33	418,440.00	418,440.00	328,701.74	130,950.00	78.55
101-301-819.000	SCHOOL CROSSING GUARDS	13,403.23	13,403.23	19,385.00	19,385.00	22,558.50	0.00	116.37
101-301-820.000	SEX OFFENDER REGISTRATION FEES	150.00	210.00	520.00	520.00	30.00	0.00	5.77
101-301-822.000	ANIMAL CONTROL EXPENSES	25.00	125.00	840.00	840.00	450.00	0.00	53.57
101-301-830.000	INVESTIGATION EXPENSES	1,235.77	2,235.77	2,180.00	2,180.00	1,600.00	200.00	73.39
101-301-835.000	PRISONER/LODGING EXPENSES	907.00	907.00	3,100.00	3,100.00	4,410.00	2,240.00	142.26
101-301-850.000	COMMUNICATIONS	14,039.36	23,261.16	29,615.00	29,615.00	16,954.45	634.13	57.25
101-301-860.000	TRANSPORTATION	379.78	428.89	560.00	560.00	394.32	0.00	70.41
101-301-864.000	CONFERENCES & MEETINGS	1,778.69	1,827.92	3,200.00	3,200.00	2,085.43	1,226.66	65.17
101-301-880.000	PUBLIC RELATIONS EXPENSE	788.09	1,048.09	1,420.00	1,420.00	520.99	0.00	36.69
101-301-900.000	PRINTING & PUBLISHING	584.51	1,210.65	6,000.00	6,000.00	1,019.80	0.00	17.00
101-301-930.000	REPAIRS & MAINTENANCE	2,501.95	2,720.71	3,480.00	3,480.00	0.00	0.00	0.00
101-301-938.000	EQUIPMENT LEASE EXPENSE	3,217.16	4,020.94	4,500.00	4,500.00	3,206.52	509.26	71.26
101-301-940.000	EQUIPMENT RENTAL - FORCE ACCT	50,437.10	132,050.24	111,580.00	111,580.00	0.00	0.00	0.00
101-301-956.000	MISCELLANEOUS	47.06	559.98	1,150.00	1,150.00	0.00	0.00	0.00
101-301-957.000	TRAINING EXPENSES	9,547.72	10,285.12	12,000.00	12,000.00	9,255.26	943.46	77.13
101-301-957.100	TRAINING/HNT	8,769.43	9,244.43	10,500.00	11,026.00	11,025.46	0.00	100.00
101-301-957.302	TRAINING EXPENSES - 302 FUNDS	2,394.00	2,494.00	3,280.00	3,280.00	280.00	0.00	8.54
101-301-958.000	MEMBERSHIPS & DUES	645.00	1,652.00	3,769.00	3,769.00	573.00	0.00	15.20
Total Dept 301 - POLICE DEPARTMENT		2,981,586.12	4,261,533.55	4,566,813.00	4,561,513.00	3,191,410.27	420,872.21	69.96
Department: 336 FIRE DEPARTMENT								
101-336-706.750	SALARY & WAGES/MEDICAL FIRST RESP BO	10,600.00	10,600.00	13,500.00	13,500.00	11,283.34	0.00	83.58
101-336-721.000	FRINGE BENEFITS	2,099.17	2,099.17	2,500.00	2,500.00	526.21	0.00	21.05
101-336-721.500	POST RETIREMENT BENEFITS	233,829.00	311,772.00	272,415.00	272,415.00	204,313.14	22,701.46	75.00
101-336-721.650	CONTR POST RETIREMENT BENEFITS-OPEB	23,030.82	33,076.87	75,000.00	75,000.00	25,764.70	0.00	34.35
101-336-725.000	EMPLOYEE TESTING & LICENSING	59.40	59.40	0.00	0.00	0.00	0.00	0.00
101-336-740.000	OPERATING SUPPLIES	2,081.47	2,924.63	5,000.00	7,175.00	7,251.29	77.58	101.06
101-336-818.000	CONTRACTUAL SERVICES	18,415.04	27,581.67	16,000.00	16,000.00	4,738.73	80.98	29.62
101-336-818.800	CONTR SERVICES - NFD	566,168.88	707,771.10	686,500.00	686,500.00	585,689.61	78,511.50	85.32
101-336-850.000	COMMUNICATIONS	575.30	830.82	1,500.00	1,500.00	1,380.88	40.01	92.06
101-336-880.000	PUBLIC RELATIONS EXPENSE	0.00	0.00	300.00	3,350.00	3,350.00	0.00	100.00
101-336-900.000	PRINTING & PUBLISHING	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-336-920.000	PUBLIC UTILITIES	1,131.69	1,588.07	1,800.00	1,800.00	1,514.97	87.68	84.17
101-336-940.000	EQUIPMENT RENTAL - FORCE ACCT	49,500.00	111,671.69	85,000.00	85,000.00	0.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		907,490.77	1,209,975.42	1,160,515.00	1,165,740.00	845,812.87	101,499.21	72.56
Department: 441 MUNICIPAL SERVICES ADMIN								
101-441-706.000	SALARY & WAGES/ FULL TIME	72,908.40	81,105.49	125,105.00	125,105.00	25,434.78	2,593.25	20.33
101-441-706.050	SALARY & WAGES/PART TIME	11,486.92	15,832.84	22,025.00	22,025.00	14,518.50	1,981.17	65.92
101-441-706.100	SALARY & WAGES/SICK	1,007.50	5,282.67	2,935.00	2,935.00	1,007.47	0.00	34.33
101-441-706.150	SALARY & WAGES/IN-LIEU HEALTH	777.23	777.23	725.00	885.00	879.03	0.00	99.33
101-441-706.300	SALARY & WAGES/RETENTION	1,587.51	1,587.51	1,900.00	1,900.00	1,887.49	0.00	99.34
101-441-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	1,025.00	1,025.00	0.00	0.00	0.00
101-441-706.450	SALARY & WAGES/SAFETY INSPEC. BONUS	0.00	0.00	1,750.00	6,300.00	6,300.00	0.00	100.00
101-441-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	114.05	3,650.00	3,650.00	0.00	0.00	0.00
101-441-707.000	SALARY & WAGES/TEMP-SEASONAL	0.00	0.00	750.00	13,050.00	13,934.50	0.00	106.78
101-441-709.000	SALARY & WAGES/OVERTIME	4,041.76	4,904.52	3,090.00	3,790.00	4,025.64	235.78	106.22

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GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 101 GENERAL FUND								
Account Category: Expenditures								
Department: 441 MUNICIPAL SERVICES ADMIN								
101-441-721.000	FRINGE BENEFITS	29,527.44	34,482.57	58,525.00	58,525.00	15,640.25	1,470.74	26.72
101-441-721.500	POST RETIREMENT BENEFITS	30,291.75	40,389.00	31,325.00	31,325.00	23,497.02	2,610.78	75.01
101-441-725.000	EMPLOYEE TESTING & LICENSING	325.00	325.00	500.00	725.00	806.66	81.66	111.26
101-441-728.000	POSTAGE	16.73	16.73	250.00	250.00	124.62	0.00	49.85
101-441-740.000	OPERATING SUPPLIES	1,640.30	2,350.48	7,000.00	7,000.00	4,463.26	82.26	63.76
101-441-740.400	UNIFORM ALLOWANCE	10,825.65	14,434.71	18,000.00	18,000.00	13,171.65	337.89	73.18
101-441-740.700	SAFETY GEAR	0.00	0.00	2,000.00	2,000.00	712.87	0.00	35.64
101-441-740.750	FOUL WEATHER GEAR	2,227.42	2,227.42	3,000.00	3,000.00	186.97	0.00	6.23
101-441-818.000	CONTRACTUAL SERVICES	18,351.10	20,964.67	15,000.00	27,000.00	27,507.32	808.08	101.88
101-441-850.000	COMMUNICATIONS	2,973.86	4,072.27	2,500.00	2,500.00	2,517.99	396.76	100.72
101-441-900.000	PRINTING & PUBLISHING	92.80	294.80	0.00	0.00	0.00	0.00	0.00
101-441-938.000	EQUIPMENT LEASE EXPENSE	2,605.05	3,397.53	4,000.00	4,000.00	2,397.44	284.16	59.94
101-441-940.000	EQUIPMENT RENTAL - FORCE ACCT	2,625.03	5,550.76	4,000.00	4,000.00	0.00	0.00	0.00
101-441-957.000	TRAINING EXPENSES	3,625.00	3,625.00	1,500.00	1,500.00	350.00	0.00	23.33
101-441-958.000	MEMBERSHIPS & DUES	0.00	0.00	500.00	500.00	0.00	0.00	0.00
Total Dept 441 - MUNICIPAL SERVICES ADMIN		196,936.45	241,735.25	311,055.00	340,990.00	159,363.46	10,882.53	46.74
Department: 443 MUNICIPAL SERVICES YARD MAINT								
101-443-706.000	SALARY & WAGES/ FULL TIME	5,171.51	6,672.05	9,450.00	9,450.00	3,762.21	324.75	39.81
101-443-706.100	SALARY & WAGES/SICK	0.00	0.00	150.00	150.00	0.00	0.00	0.00
101-443-706.300	SALARY & WAGES/RETENTION	0.00	0.00	25.00	25.00	0.00	0.00	0.00
101-443-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	165.00	165.00	0.00	0.00	0.00
101-443-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	55.00	55.00	0.00	0.00	0.00
101-443-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	325.00	325.00	0.00	0.00	0.00
101-443-707.000	SALARY & WAGES/TEMP-SEASONAL	840.06	1,249.62	3,735.00	3,735.00	1,227.85	261.67	32.87
101-443-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	25.00	225.00	216.93	0.00	96.41
101-443-721.000	FRINGE BENEFITS	2,316.85	3,112.10	5,950.00	5,950.00	1,838.66	215.99	30.90
101-443-721.500	POST RETIREMENT BENEFITS	2,925.72	3,900.96	4,125.00	4,125.00	2,799.72	311.08	67.87
101-443-740.000	OPERATING SUPPLIES	2,901.50	3,958.69	10,000.00	10,000.00	3,048.74	693.00	30.49
101-443-818.000	CONTRACTUAL SERVICES	12,169.94	17,649.41	17,000.00	22,000.00	23,164.53	0.00	105.29
101-443-920.000	PUBLIC UTILITIES	20,367.04	28,051.27	26,000.00	26,000.00	25,722.53	4,200.05	98.93
101-443-930.000	REPAIRS & MAINTENANCE	536.18	1,050.68	7,500.00	13,250.00	15,290.00	1,445.00	115.40
101-443-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	731.43	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 443 - MUNICIPAL SERVICES YARD MAINT		47,228.80	66,376.21	85,505.00	96,455.00	77,071.17	7,451.54	79.90
Department: 446 STREET SERVICES								
101-446-920.100	STREET LIGHTING - GENERAL	100,379.84	158,449.31	140,000.00	140,000.00	132,046.85	15,824.61	94.32
101-446-920.200	STREET LIGHTING - OLD VILLAGE	37,602.52	61,253.00	55,000.00	55,000.00	41,892.90	5,722.86	76.17
Total Dept 446 - STREET SERVICES		137,982.36	219,702.31	195,000.00	195,000.00	173,939.75	21,547.47	89.20
Department: 523 MISCELLANEOUS MSD SERVICES								
101-523-706.000	SALARY & WAGES/ FULL TIME	89.76	115.72	165.00	165.00	72.39	5.63	43.87
101-523-706.100	SALARY & WAGES/SICK	0.00	0.00	25.00	25.00	0.00	0.00	0.00
101-523-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	25.00	25.00	0.00	0.00	0.00
101-523-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	25.00	25.00	0.00	0.00	0.00
101-523-707.000	SALARY & WAGES/TEMP-SEASONAL	14.51	21.62	275.00	275.00	21.05	4.56	7.65
101-523-709.000	SALARY & WAGES/OVERTIME	135.37	135.37	100.00	100.00	10.83	0.00	10.83
101-523-721.000	FRINGE BENEFITS	75.63	89.23	100.00	100.00	34.85	3.67	34.85
101-523-721.500	POST RETIREMENT BENEFITS	50.22	66.96	75.00	75.00	48.42	5.38	64.56
101-523-818.000	CONTRACTUAL SERVICES	0.00	0.00	500.00	500.00	0.00	0.00	0.00

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Fund: 101 GENERAL FUND								
Account Category: Expenditures								
Department: 523 MISCELLANEOUS MSD SERVICES								
101-523-940.000	EQUIPMENT RENTAL - FORCE ACCT	151.23	882.66	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 523 - MISCELLANEOUS MSD SERVICES		516.72	1,311.56	2,290.00	2,290.00	187.54	19.24	8.19
Department: 524 BATHEY MAINTENANCE EXPENSE								
101-524-740.000	OPERATING SUPPLIES	956.68	1,729.99	0.00	0.00	0.00	0.00	0.00
101-524-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	1,754.56	163.00	100.00
Total Dept 524 - BATHEY MAINTENANCE EXPENSE		956.68	1,729.99	0.00	0.00	1,754.56	163.00	100.00
Department: 525 SPECIAL EVENTS								
101-525-706.000	SALARY & WAGES/ FULL TIME	8,865.35	11,437.83	16,225.00	16,225.00	6,449.44	556.68	39.75
101-525-706.100	SALARY & WAGES/SICK	0.00	0.00	500.00	500.00	0.00	0.00	0.00
101-525-706.300	SALARY & WAGES/RETENTION	0.00	0.00	50.00	50.00	0.00	0.00	0.00
101-525-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	275.00	275.00	0.00	0.00	0.00
101-525-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	250.00	250.00	0.00	0.00	0.00
101-525-707.000	SALARY & WAGES/TEMP-SEASONAL	1,439.94	2,141.98	5,500.00	5,500.00	2,078.03	448.62	37.78
101-525-709.000	SALARY & WAGES/OVERTIME	16,692.79	17,770.43	16,000.00	19,400.00	19,233.35	0.00	99.14
101-525-721.000	FRINGE BENEFITS	7,956.17	9,633.17	9,275.00	9,275.00	8,091.70	370.36	87.24
101-525-721.500	POST RETIREMENT BENEFITS	5,015.97	6,687.96	6,400.00	6,400.00	4,799.61	533.29	74.99
101-525-725.500	MEAL ALLOWANCE	1,304.48	1,429.92	1,500.00	1,500.00	1,471.56	0.00	98.10
101-525-740.000	OPERATING SUPPLIES	8,888.41	11,398.03	12,000.00	12,000.00	5,551.24	101.25	46.26
101-525-818.000	CONTRACTUAL SERVICES	13,631.70	14,211.70	49,500.00	30,000.00	12,827.00	1,590.00	42.76
101-525-940.000	EQUIPMENT RENTAL - FORCE ACCT	4,246.02	24,726.11	28,000.00	28,000.00	0.00	0.00	0.00
Total Dept 525 - SPECIAL EVENTS		68,040.83	99,437.13	145,475.00	129,375.00	60,501.93	3,600.20	46.76
Department: 529 PARKING								
101-529-706.000	SALARY & WAGES/ FULL TIME	2,104.45	2,715.12	3,850.00	3,850.00	1,530.96	132.14	39.77
101-529-706.100	SALARY & WAGES/SICK	0.00	0.00	175.00	175.00	0.00	0.00	0.00
101-529-706.300	SALARY & WAGES/RETENTION	0.00	0.00	25.00	25.00	0.00	0.00	0.00
101-529-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	75.00	75.00	0.00	0.00	0.00
101-529-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	150.00	150.00	0.00	0.00	0.00
101-529-707.000	SALARY & WAGES/TEMP-SEASONAL	341.87	508.51	500.00	500.00	493.26	106.50	98.65
101-529-709.000	SALARY & WAGES/OVERTIME	2,910.51	2,910.51	2,000.00	2,000.00	1,132.58	0.00	56.63
101-529-721.000	FRINGE BENEFITS	1,759.96	2,083.58	2,450.00	2,450.00	962.73	87.96	39.30
101-529-721.500	POST RETIREMENT BENEFITS	1,190.25	1,587.00	1,525.00	1,525.00	1,139.31	126.59	74.71
101-529-725.500	MEAL ALLOWANCE	16.00	16.00	50.00	50.00	0.00	0.00	0.00
101-529-740.000	OPERATING SUPPLIES	0.00	0.00	5,000.00	5,000.00	24,025.32	0.00	480.51
101-529-818.000	CONTRACTUAL SERVICES	45,647.70	55,649.30	14,500.00	14,500.00	0.00	0.00	0.00
101-529-920.000	PUBLIC UTILITIES	5,658.03	7,105.20	14,000.00	14,000.00	4,130.60	0.00	29.50
101-529-940.000	EQUIPMENT RENTAL - FORCE ACCT	3,621.61	9,107.35	7,500.00	7,500.00	0.00	0.00	0.00
Total Dept 529 - PARKING		63,250.38	81,682.57	51,800.00	51,800.00	33,414.76	453.19	64.51
Department: 530 MSD SERVICES - DDA								
101-530-706.000	SALARY & WAGES/ FULL TIME	11,484.87	14,817.41	21,025.00	21,025.00	8,355.00	721.23	39.74
101-530-706.100	SALARY & WAGES/SICK	0.00	0.00	500.00	500.00	0.00	0.00	0.00
101-530-706.300	SALARY & WAGES/RETENTION	0.00	0.00	50.00	50.00	0.00	0.00	0.00
101-530-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	375.00	375.00	0.00	0.00	0.00
101-530-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	750.00	750.00	0.00	0.00	0.00
101-530-707.000	SALARY & WAGES/TEMP-SEASONAL	1,865.38	2,774.84	13,980.00	13,980.00	2,691.99	581.16	19.26
101-530-709.000	SALARY & WAGES/OVERTIME	7,226.65	9,885.15	9,350.00	9,350.00	7,650.07	40.36	81.82
101-530-721.000	FRINGE BENEFITS	7,228.93	9,795.06	13,220.00	13,220.00	5,757.51	490.01	43.55

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdg Used
Fund: 101 GENERAL FUND								
Account Category: Expenditures								
Department: 530 MSD SERVICES - DDA								
101-530-721.500	POST RETIREMENT BENEFITS	6,498.81	8,665.08	8,290.00	8,290.00	6,217.56	690.84	75.00
101-530-725.500	MEAL ALLOWANCE	196.48	323.36	400.00	400.00	193.12	0.00	48.28
101-530-740.000	OPERATING SUPPLIES	25,080.78	44,870.04	35,000.00	64,500.00	66,657.75	966.64	103.35
101-530-818.000	CONTRACTUAL SERVICES	16,333.68	25,434.28	35,500.00	35,500.00	32,031.54	0.00	90.23
101-530-920.000	PUBLIC UTILITIES	3,993.41	5,838.31	5,000.00	5,000.00	3,698.74	107.10	73.97
101-530-940.000	EQUIPMENT RENTAL - FORCE ACCT	809.04	25,677.71	34,000.00	34,000.00	0.00	0.00	0.00
Total Dept 530 - MSD SERVICES - DDA		80,718.03	148,081.24	177,440.00	206,940.00	133,253.28	3,597.34	64.39
Department: 567 CEMETERY								
101-567-706.000	SALARY & WAGES/ FULL TIME	11,339.50	16,380.44	20,160.00	20,160.00	13,049.00	1,077.54	64.73
101-567-706.100	SALARY & WAGES/SICK	0.00	69.66	875.00	875.00	53.48	0.00	6.11
101-567-706.300	SALARY & WAGES/RETENTION	39.01	39.01	100.00	100.00	40.55	0.00	40.55
101-567-706.350	SALARY & WAGES/PAGER PAY	149.73	149.73	350.00	350.00	209.03	0.00	59.72
101-567-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	775.00	775.00	0.00	0.00	0.00
101-567-707.000	SALARY & WAGES/TEMP-SEASONAL	1,789.10	2,661.37	5,340.00	5,340.00	2,644.35	557.36	49.52
101-567-709.000	SALARY & WAGES/OVERTIME	2,760.82	3,436.95	2,500.00	2,500.00	3,052.74	1,058.13	122.11
101-567-721.000	FRINGE BENEFITS	5,675.66	8,212.24	12,675.00	12,675.00	6,174.57	863.43	48.71
101-567-721.500	POST RETIREMENT BENEFITS	126,485.32	128,562.55	7,950.00	7,950.00	5,963.13	662.57	75.01
101-567-725.500	MEAL ALLOWANCE	96.12	104.12	225.00	225.00	149.00	78.00	66.22
101-567-728.000	POSTAGE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
101-567-740.000	OPERATING SUPPLIES	9,400.94	19,882.27	20,000.00	20,000.00	9,114.17	928.84	45.57
101-567-818.000	CONTRACTUAL SERVICES	33,194.00	43,009.32	66,000.00	56,000.00	24,006.95	0.00	42.87
101-567-920.000	PUBLIC UTILITIES	3,400.06	3,673.06	7,500.00	7,500.00	2,526.63	576.62	33.69
101-567-930.000	REPAIRS & MAINTENANCE	0.00	0.00	5,000.00	5,000.00	0.00	0.00	0.00
101-567-940.000	EQUIPMENT RENTAL - FORCE ACCT	1,290.76	18,845.12	24,000.00	24,000.00	0.00	0.00	0.00
101-567-956.100	CRYPT/NICHE RETURNS	0.00	400.00	2,000.00	2,000.00	0.00	0.00	0.00
101-567-956.200	LOT SALE/RETURNS	4,380.00	5,880.00	3,000.00	3,000.00	2,000.00	0.00	66.67
Total Dept 567 - CEMETERY		200,001.02	251,305.84	178,550.00	168,550.00	68,983.60	5,802.49	40.93
Department: 770 PARKS & PUBLIC PROPERTY								
101-770-706.000	SALARY & WAGES/ FULL TIME	15,128.07	23,276.18	20,775.00	20,775.00	21,425.84	1,738.65	103.13
101-770-706.100	SALARY & WAGES/SICK	0.00	139.54	900.00	900.00	107.11	0.00	11.90
101-770-706.300	SALARY & WAGES/RETENTION	78.13	78.13	75.00	85.00	81.25	0.00	95.59
101-770-706.350	SALARY & WAGES/PAGER PAY	300.00	300.00	355.00	430.00	418.77	0.00	97.39
101-770-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	220.00	220.00	0.00	0.00	0.00
101-770-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	800.00	800.00	0.00	0.00	0.00
101-770-707.000	SALARY & WAGES/TEMP-SEASONAL	1,843.63	2,742.47	9,625.00	9,625.00	2,722.95	574.35	28.29
101-770-709.000	SALARY & WAGES/OVERTIME	1,022.98	1,022.98	550.00	550.00	125.79	0.00	22.87
101-770-721.000	FRINGE BENEFITS	6,935.94	10,686.90	13,065.00	13,065.00	8,660.82	876.32	66.29
101-770-721.500	POST RETIREMENT BENEFITS	6,423.03	8,564.04	8,190.00	8,190.00	6,144.93	682.77	75.03
101-770-725.500	MEAL ALLOWANCE	8.00	8.00	100.00	100.00	0.00	0.00	0.00
101-770-728.000	POSTAGE	0.00	45.00	0.00	0.00	0.00	0.00	0.00
101-770-740.000	OPERATING SUPPLIES	4,032.74	9,115.73	30,000.00	30,000.00	4,846.65	1,215.40	16.16
101-770-818.000	CONTRACTUAL SERVICES	26,902.53	48,259.62	36,000.00	36,000.00	33,011.82	0.00	91.70
101-770-920.000	PUBLIC UTILITIES	35,453.34	45,832.07	65,000.00	90,000.00	93,881.68	3,132.78	104.31
101-770-930.000	REPAIRS & MAINTENANCE	3,760.00	7,812.27	15,000.00	15,000.00	13,746.97	0.00	91.65
101-770-940.000	EQUIPMENT RENTAL - FORCE ACCT	186.68	13,352.45	18,000.00	18,000.00	0.00	0.00	0.00
Total Dept 770 - PARKS & PUBLIC PROPERTY		102,075.07	171,235.38	218,655.00	243,740.00	185,174.58	8,220.27	75.97
Department: 900 CAPITAL OUTLAY								

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Fund: 101 GENERAL FUND								
Account Category: Expenditures								
Department: 900 CAPITAL OUTLAY								
101-900-971.276	CAP OUTLAY/CEMETERY IMPROVEMENTS	0.00	39,091.20	0.00	0.00	0.00	0.00	0.00
101-900-971.436	CAP OUTLAY/CITY HALL IMPRVMENTS	0.00	0.00	0.00	0.00	26,428.68	0.00	100.00
101-900-971.438	CAP OUTLAY/ MSD BUILDING IMPROVEMENT	0.00	46,705.54	110,000.00	110,000.00	2,307.25	0.00	2.10
101-900-976.276	CAP OUTLAY/CEMETERY BLDG IMP	0.00	5,526.15	200,000.00	200,000.00	2,508.20	0.00	1.25
101-900-976.436	CAP OUTLAY/CITY HALL BLDG IMP	7,125.99	48,825.58	240,000.00	240,000.00	16,889.57	0.00	7.04
101-900-976.437	CAP OUTLAY/SIDEWALK REPL	63,488.33	63,488.33	205,000.00	155,000.00	0.00	0.00	0.00
101-900-976.438	CAP OUTLAY/MSD BUILDING IMP	0.00	0.00	10,000.00	10,000.00	1,100.00	0.00	11.00
101-900-976.751	CAP OUTLAY/CULT CTR BLDG IMPRVMENTS	0.00	0.00	720,000.00	720,000.00	93,383.49	0.00	12.97
101-900-977.101	CAP OUTLAY/ CITY COMMISSION	0.00	0.00	5,000.00	5,000.00	0.00	0.00	0.00
101-900-977.215	CAP OUTLAY/ELECTION EQUIP	2,689.10	2,689.10	3,000.00	3,000.00	0.00	0.00	0.00
101-900-977.258	CAP OUTLAY/MGMT INFORM SVCS	3,865.60	4,757.00	2,500.00	2,500.00	649.60	0.00	25.98
101-900-977.301	CAP OUTLAY/POLICE EQUIP	90,000.00	106,807.74	26,100.00	33,400.00	21,565.20	2,193.00	64.57
101-900-977.443	CAP OUTLAY/PARKING SYSTEM	0.00	0.00	0.00	0.00	16,100.89	0.00	100.00
101-900-980.172	CAP OUTLAY/MGR OFFICE EQUIP	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
101-900-980.212	CAP OUTLAY/FIN OFFICE EQUIP	0.00	0.00	2,500.00	2,500.00	0.00	0.00	0.00
101-900-980.262	CAP OUTLAY /CLERK ELECTIONS EQUIPMEN	0.00	0.00	5,600.00	5,600.00	0.00	0.00	0.00
Total Dept 900 - CAPITAL OUTLAY		167,169.02	317,890.64	1,530,700.00	1,488,000.00	180,932.88	2,193.00	12.16
Department: 905 DEBT ADMINISTRATION								
101-905-990.912	CONTRIB TO NVILLE/ACT 99 - 2015 FIRE	31,353.40	32,564.38	32,412.00	32,412.00	31,000.52	0.00	95.65
Total Dept 905 - DEBT ADMINISTRATION		31,353.40	32,564.38	32,412.00	32,412.00	31,000.52	0.00	95.65
Department: 965 CONTRIBUTIONS								
101-965-965.208	CONTRIBUTION TO RECREATION	187,499.97	249,999.96	298,661.00	298,661.00	187,499.97	20,833.33	62.78
101-965-965.226	CONTRIBUTION TO SOLID WASTE	9,047.50	9,047.50	7,755.00	7,755.00	0.00	0.00	0.00
101-965-965.249	CONTRIBUTION TO BUILDING FUND	0.00	55,000.00	0.00	11,605.00	0.00	0.00	0.00
101-965-965.252	CONTRIBUTION TO NBHD SVCS FD	54,757.53	73,010.04	73,010.00	73,010.00	54,757.53	6,084.17	75.00
101-965-965.401	CONTRIBUTION TO PUB IMP FUND	0.00	55,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 965 - CONTRIBUTIONS		251,305.00	442,057.50	379,426.00	391,031.00	242,257.50	26,917.50	61.95
Expenditures		6,768,205.75	9,822,854.25	11,556,770.00	11,696,645.00	7,077,593.68	804,715.99	60.51
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		8,982,010.76	10,151,929.88	11,556,770.00	11,696,645.00	9,263,600.82	153,478.63	
TOTAL EXPENDITURES		6,768,205.75	9,822,854.25	11,556,770.00	11,696,645.00	7,077,593.68	804,715.99	
NET OF REVENUES & EXPENDITURES:		2,213,805.01	329,075.63	0.00	0.00	2,186,007.14	(651,237.36)	
BEG. FUND BALANCE		3,652,438.18	3,981,513.81	3,981,513.81	3,981,513.81	3,981,513.81		
END FUND BALANCE		5,866,243.19	4,310,589.44	3,981,513.81	3,981,513.81	6,167,520.95		

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Fund: 202 MAJOR STREET FUND								
Account Category: Revenues								
Department: 000 GENERAL REVENUES								
202-000-546.000	GAS & WEIGHT TAX	434,511.94	744,396.11	790,140.00	790,140.00	325,674.22	58,703.21	41.22
202-000-546.100	LOCAL ROADS PROGRAM	7,428.25	12,733.18	12,734.00	12,734.00	5,299.36	1,060.10	41.62
202-000-665.000	INTEREST ON INVESTMENTS	6,388.87	18,316.17	5,000.00	5,000.00	13,882.17	0.00	277.64
Total Dept 000 - GENERAL REVENUES		448,329.06	775,445.46	807,874.00	807,874.00	344,855.75	59,763.31	42.69
Revenues		448,329.06	775,445.46	807,874.00	807,874.00	344,855.75	59,763.31	42.69
Account Category: Expenditures								
Department: 261 ADMINISTRATION								
202-261-706.000	SALARY & WAGES/ FULL TIME	13,605.08	15,874.61	8,045.00	8,045.00	7,019.54	737.93	87.25
202-261-706.050	SALARY & WAGES/PART TIME	1,641.14	2,262.04	1,000.00	1,650.00	2,074.06	283.00	125.70
202-261-706.100	SALARY & WAGES/SICK	154.49	796.42	350.00	350.00	154.52	0.00	44.15
202-261-706.150	SALARY & WAGES/IN-LIEU HEALTH	111.03	111.03	100.00	130.00	125.59	0.00	96.61
202-261-706.300	SALARY & WAGES/RETENTION	232.51	232.51	100.00	300.00	276.51	0.00	92.17
202-261-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	100.00	100.00	0.00	0.00	0.00
202-261-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	350.00	350.00	0.00	0.00	0.00
202-261-709.000	SALARY & WAGES/OVERTIME	657.59	728.98	750.00	750.00	544.17	4.73	72.56
202-261-721.000	FRINGE BENEFITS	5,744.61	7,041.18	4,550.00	4,550.00	3,401.37	404.81	74.76
202-261-721.500	POST RETIREMENT BENEFITS	2,365.47	3,153.96	2,735.00	2,735.00	2,050.38	227.82	74.97
202-261-818.000	CONTRACTUAL SERVICES	0.00	0.00	2,500.00	2,500.00	0.00	0.00	0.00
202-261-850.000	COMMUNICATIONS	2,248.16	3,081.54	3,000.00	3,000.00	1,915.99	279.07	63.87
202-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	684.44	3,610.17	4,000.00	4,000.00	0.00	0.00	0.00
202-261-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	68,237.00	53,402.00	0.00	0.00	0.00
Total Dept 261 - ADMINISTRATION		27,444.52	36,892.44	95,817.00	81,862.00	17,562.13	1,937.36	21.45
Department: 463 ROUTINE MAINTENANCE								
202-463-706.000	SALARY & WAGES/ FULL TIME	26,679.29	43,994.28	30,905.00	40,905.00	46,047.69	3,735.65	112.57
202-463-706.050	SALARY & WAGES/PART TIME	0.00	0.00	2,660.00	2,660.00	0.00	0.00	0.00
202-463-706.100	SALARY & WAGES/SICK	0.00	348.98	1,335.00	1,335.00	267.87	0.00	20.07
202-463-706.300	SALARY & WAGES/RETENTION	195.36	195.36	150.00	210.00	203.19	0.00	96.76
202-463-706.350	SALARY & WAGES/PAGER PAY	750.24	750.24	500.00	1,100.00	1,047.21	0.00	95.20
202-463-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	200.00	200.00	0.00	0.00	0.00
202-463-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	1,050.00	1,050.00	0.00	0.00	0.00
202-463-707.000	SALARY & WAGES/TEMP-SEASONAL	2,534.59	3,770.29	4,375.00	4,375.00	3,688.67	789.55	84.31
202-463-709.000	SALARY & WAGES/OVERTIME	92.60	92.60	650.00	650.00	0.00	0.00	0.00
202-463-721.000	FRINGE BENEFITS	12,028.94	19,805.42	19,305.00	19,305.00	18,184.95	1,766.28	94.20
202-463-721.500	POST RETIREMENT BENEFITS	9,224.19	12,298.92	13,025.00	13,025.00	8,937.09	993.01	68.61
202-463-740.000	OPERATING SUPPLIES	2,299.27	6,841.89	12,000.00	12,000.00	18,563.43	6,718.34	154.70
202-463-818.000	CONTRACTUAL SERVICES	6,312.85	12,928.68	41,000.00	41,000.00	28,241.43	0.00	68.88
202-463-818.440	CONT SVCS/CRACK SEALING	0.00	12,481.00	12,500.00	12,500.00	0.00	0.00	0.00
202-463-850.000	COMMUNICATIONS	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
202-463-940.000	EQUIPMENT RENTAL - FORCE ACCT	32.30	7,346.62	10,000.00	10,000.00	0.00	0.00	0.00
202-463-960.000	INSURANCE & BONDS	2,812.50	3,750.00	1,875.00	1,875.00	3,103.65	344.85	165.53
Total Dept 463 - ROUTINE MAINTENANCE		62,962.13	124,604.28	152,530.00	163,190.00	128,285.18	14,347.68	78.61
Department: 470 STORMWATER SYSTEM MAINTENANCE								
202-470-825.500	STORMWATER PERMIT FEES	2,000.00	2,000.00	3,000.00	3,000.00	2,000.00	0.00	66.67
Total Dept 470 - STORMWATER SYSTEM MAINTENANCE		2,000.00	2,000.00	3,000.00	3,000.00	2,000.00	0.00	66.67
Department: 474 TRAFFIC SIGNAL MAINTENANCE								
202-474-706.000	SALARY & WAGES/ FULL TIME	1,902.87	2,454.96	3,485.00	3,485.00	1,384.26	119.49	39.72

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Fund: 202 MAJOR STREET FUND								
Account Category: Expenditures								
Department: 474 TRAFFIC SIGNAL MAINTENANCE								
202-474-706.100	SALARY & WAGES/SICK	0.00	0.00	125.00	125.00	0.00	0.00	0.00
202-474-706.300	SALARY & WAGES/RETENTION	0.00	0.00	25.00	25.00	0.00	0.00	0.00
202-474-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	60.00	60.00	0.00	0.00	0.00
202-474-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	125.00	125.00	0.00	0.00	0.00
202-474-707.000	SALARY & WAGES/TEMP-SEASONAL	309.01	459.67	1,425.00	1,425.00	445.96	96.27	31.30
202-474-709.000	SALARY & WAGES/OVERTIME	18.81	18.81	200.00	200.00	162.57	0.00	81.29
202-474-721.000	FRINGE BENEFITS	857.11	1,149.79	2,000.00	2,000.00	707.65	79.50	35.38
202-474-721.500	POST RETIREMENT BENEFITS	1,076.31	1,435.08	1,525.00	1,525.00	1,030.23	114.47	67.56
202-474-740.000	OPERATING SUPPLIES	1,445.85	6,303.42	10,000.00	10,000.00	2,127.43	470.19	21.27
202-474-818.000	CONTRACTUAL SERVICES	10,839.64	45,093.67	51,000.00	51,000.00	8,571.62	504.30	16.81
202-474-920.000	PUBLIC UTILITIES	6,138.56	9,638.04	10,000.00	10,000.00	8,120.17	919.98	81.20
202-474-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	3,657.15	5,000.00	5,000.00	0.00	0.00	0.00
Total Dept 474 - TRAFFIC SIGNAL MAINTENANCE		22,588.16	70,210.59	84,970.00	84,970.00	22,549.89	2,304.20	26.54
Department: 479 SNOW & ICE REMOVAL								
202-479-706.000	SALARY & WAGES/ FULL TIME	6,699.25	10,519.56	8,810.00	8,880.00	10,075.70	814.40	113.47
202-479-706.100	SALARY & WAGES/SICK	0.00	69.66	380.00	380.00	53.48	0.00	14.07
202-479-706.300	SALARY & WAGES/RETENTION	39.00	39.00	50.00	50.00	40.56	0.00	81.12
202-479-706.350	SALARY & WAGES/PAGER PAY	149.73	149.73	150.00	210.00	209.04	0.00	99.54
202-479-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	340.00	340.00	0.00	0.00	0.00
202-479-707.000	SALARY & WAGES/TEMP-SEASONAL	781.77	1,162.90	500.00	815.00	1,128.21	243.54	138.43
202-479-709.000	SALARY & WAGES/OVERTIME	2,155.22	2,155.22	2,300.00	3,150.00	3,240.16	0.00	102.86
202-479-721.000	FRINGE BENEFITS	3,591.35	5,333.06	5,540.00	5,540.00	4,847.18	401.82	87.49
202-479-721.500	POST RETIREMENT BENEFITS	2,723.31	3,631.08	3,850.00	3,850.00	2,605.77	289.53	67.68
202-479-725.500	MEAL ALLOWANCE	418.00	418.00	200.00	200.00	77.00	0.00	38.50
202-479-740.000	OPERATING SUPPLIES	15,525.65	29,957.15	38,000.00	38,000.00	6,436.79	0.00	16.94
202-479-940.000	EQUIPMENT RENTAL - FORCE ACCT	5,851.49	13,165.81	10,000.00	10,000.00	0.00	0.00	0.00
Total Dept 479 - SNOW & ICE REMOVAL		37,934.77	66,601.17	70,120.00	71,415.00	28,713.89	1,749.29	40.21
Department: 485 ROAD CONSTRUCTION								
202-485-818.406	CONT SVCS/ENG-ARCH	5,877.50	5,877.50	0.00	2,000.00	1,040.00	0.00	52.00
202-485-818.450	CONT SVCS/STREET CONSTRUCTION	94,708.80	94,708.80	0.00	0.00	0.00	0.00	0.00
Total Dept 485 - ROAD CONSTRUCTION		100,586.30	100,586.30	0.00	2,000.00	1,040.00	0.00	52.00
Department: 965 CONTRIBUTIONS								
202-965-965.203	CONTRIBUTION TO LOCAL STREET	295,083.72	372,198.00	401,437.00	401,437.00	296,302.50	32,922.50	73.81
Total Dept 965 - CONTRIBUTIONS		295,083.72	372,198.00	401,437.00	401,437.00	296,302.50	32,922.50	73.81
Expenditures		548,599.60	773,092.78	807,874.00	807,874.00	496,453.59	53,261.03	61.45
Fund 202 - MAJOR STREET FUND:								
TOTAL REVENUES		448,329.06	775,445.46	807,874.00	807,874.00	344,855.75	59,763.31	
TOTAL EXPENDITURES		548,599.60	773,092.78	807,874.00	807,874.00	496,453.59	53,261.03	
NET OF REVENUES & EXPENDITURES:		(100,270.54)	2,352.68	0.00	0.00	(151,597.84)	6,502.28	
BEG. FUND BALANCE		1,251,234.71	1,253,587.39	1,253,587.39	1,253,587.39	1,253,587.39		
END FUND BALANCE		1,150,964.17	1,255,940.07	1,253,587.39	1,253,587.39	1,101,989.55		

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GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 203 LOCAL STREET FUND								
Account Category: Revenues								
Department: 000 GENERAL REVENUES								
203-000-546.000	GAS & WEIGHT TAX	173,898.80	297,942.54	263,380.00	263,380.00	130,478.67	23,515.14	49.54
203-000-546.100	LOCAL ROADS PROGRAM	2,972.90	5,096.40	5,096.00	5,096.00	2,123.21	424.65	41.66
203-000-665.000	INTEREST ON INVESTMENTS	2,820.19	4,291.92	50.00	5,050.00	4,515.12	0.00	89.41
203-000-674.202	CONTRIBUTION FROM MAJOR STREET	295,083.72	372,198.00	401,437.00	401,437.00	296,302.50	32,922.50	73.81
203-000-680.100	MISC/TREES	7,990.00	12,460.00	12,530.00	12,530.00	4,797.50	540.00	38.29
Total Dept 000 - GENERAL REVENUES		482,765.61	691,988.86	682,493.00	687,493.00	438,217.00	57,402.29	63.74
Revenues		482,765.61	691,988.86	682,493.00	687,493.00	438,217.00	57,402.29	63.74
Account Category: Expenditures								
Department: 261 ADMINISTRATION								
203-261-706.000	SALARY & WAGES/ FULL TIME	23,037.28	9,075.00	8,275.00	8,275.00	9,360.10	995.88	113.11
203-261-706.050	SALARY & WAGES/PART TIME	3,281.99	1,075.00	2,035.00	2,035.00	4,148.07	566.01	203.84
203-261-706.100	SALARY & WAGES/SICK	290.51	350.00	350.00	350.00	290.50	0.00	83.00
203-261-706.150	SALARY & WAGES/IN-LIEU HEALTH	222.07	222.07	35.00	35.00	251.15	0.00	717.57
203-261-706.300	SALARY & WAGES/RETENTION	455.01	455.01	100.00	100.00	540.98	0.00	540.98
203-261-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	100.00	100.00	0.00	0.00	0.00
203-261-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	325.00	325.00	0.00	0.00	0.00
203-261-709.000	SALARY & WAGES/OVERTIME	1,132.71	1,255.34	725.00	725.00	919.03	7.08	126.76
203-261-721.000	FRINGE BENEFITS	9,541.65	5,375.00	4,650.00	4,650.00	4,686.82	551.94	100.79
203-261-721.500	POST RETIREMENT BENEFITS	2,432.25	3,243.00	2,790.00	2,790.00	2,097.36	233.04	75.17
203-261-850.000	COMMUNICATIONS	2,248.16	3,081.54	2,000.00	2,000.00	1,915.99	279.07	95.80
203-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	1,357.21	4,282.94	4,000.00	4,000.00	0.00	0.00	0.00
203-261-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	412,448.00	401,788.00	0.00	0.00	0.00
Total Dept 261 - ADMINISTRATION		43,998.84	28,414.90	437,833.00	427,173.00	24,210.00	2,633.02	5.67
Department: 463 ROUTINE MAINTENANCE								
203-463-706.000	SALARY & WAGES/ FULL TIME	33,129.77	69,951.49	39,835.00	45,835.00	51,725.11	4,169.23	112.85
203-463-706.050	SALARY & WAGES/PART TIME	0.00	3,448.66	0.00	0.00	0.00	0.00	0.00
203-463-706.100	SALARY & WAGES/SICK	0.00	1,518.80	1,725.00	1,725.00	267.88	0.00	15.53
203-463-706.300	SALARY & WAGES/RETENTION	195.36	195.36	195.00	205.00	203.21	0.00	99.13
203-463-706.350	SALARY & WAGES/PAGER PAY	750.28	750.28	700.00	1,050.00	1,047.21	0.00	99.73
203-463-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	300.00	300.00	0.00	0.00	0.00
203-463-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	1,400.00	1,400.00	0.00	0.00	0.00
203-463-707.000	SALARY & WAGES/TEMP-SEASONAL	3,327.12	4,949.35	2,075.00	3,575.00	4,879.59	1,036.50	136.49
203-463-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	1,425.00	1,425.00	0.00	0.00	0.00
203-463-721.000	FRINGE BENEFITS	14,907.09	29,750.63	24,925.00	24,925.00	20,551.20	2,030.03	82.45
203-463-721.500	POST RETIREMENT BENEFITS	11,985.03	15,980.04	11,925.00	11,925.00	11,579.40	1,286.60	97.10
203-463-740.000	OPERATING SUPPLIES	5,640.91	9,673.93	10,000.00	10,000.00	1,095.91	(6,678.34)	10.96
203-463-742.000	RESIDENT/TREES	0.00	0.00	3,500.00	3,500.00	0.00	0.00	0.00
203-463-818.000	CONTRACTUAL SERVICES	380.00	8,971.59	10,000.00	12,700.00	12,687.27	0.00	99.90
203-463-818.440	CONT SVCS/CRACK SEALING	0.00	27,762.00	37,500.00	37,500.00	9,800.00	0.00	26.13
203-463-850.000	COMMUNICATIONS	0.00	0.00	3,000.00	3,000.00	0.00	0.00	0.00
203-463-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	5,485.74	7,500.00	7,500.00	0.00	0.00	0.00
203-463-960.000	INSURANCE & BONDS	4,500.00	6,000.00	3,000.00	3,000.00	4,965.93	551.77	165.53
Total Dept 463 - ROUTINE MAINTENANCE		74,815.56	184,437.87	159,005.00	169,565.00	118,802.71	2,395.79	70.06
Department: 470 STORMWATER SYSTEM MAINTENANCE								
203-470-825.500	STORMWATER PERMIT FEES	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 470 - STORMWATER SYSTEM MAINTENANCE		0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00

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Fund: 203 LOCAL STREET FUND								
Account Category: Expenditures								
Department: 474 TRAFFIC SIGNAL MAINTENANCE								
203-474-706.000	SALARY & WAGES/ FULL TIME	1,634.23	2,108.41	3,000.00	3,000.00	1,188.97	102.65	39.63
203-474-706.100	SALARY & WAGES/SICK	0.00	0.00	150.00	150.00	0.00	0.00	0.00
203-474-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	50.00	50.00	0.00	0.00	0.00
203-474-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	100.00	100.00	0.00	0.00	0.00
203-474-707.000	SALARY & WAGES/TEMP-SEASONAL	265.47	394.91	325.00	325.00	383.07	82.73	117.87
203-474-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	50.00	280.00	276.41	0.00	98.72
203-474-721.000	FRINGE BENEFITS	731.99	983.28	1,885.00	1,885.00	606.66	68.30	32.18
203-474-721.500	POST RETIREMENT BENEFITS	924.75	1,233.00	1,325.00	1,325.00	884.79	98.31	66.78
203-474-740.000	OPERATING SUPPLIES	2,910.15	3,429.75	20,000.00	20,000.00	2,616.80	1,792.24	13.08
203-474-818.000	CONTRACTUAL SERVICES	0.00	7,632.72	20,000.00	20,000.00	0.00	0.00	0.00
203-474-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	3,657.15	5,000.00	5,000.00	0.00	0.00	0.00
Total Dept 474 - TRAFFIC SIGNAL MAINTENANCE		6,466.59	19,439.22	51,885.00	52,115.00	5,956.70	2,144.23	11.43
Department: 479 SNOW & ICE REMOVAL								
203-479-706.000	SALARY & WAGES/ FULL TIME	4,281.49	7,400.40	4,385.00	7,385.00	8,316.75	662.58	112.62
203-479-706.100	SALARY & WAGES/SICK	0.00	69.66	190.00	190.00	53.48	0.00	28.15
203-479-706.300	SALARY & WAGES/RETENTION	39.01	39.01	50.00	50.00	40.54	0.00	81.08
203-479-706.350	SALARY & WAGES/PAGER PAY	149.74	149.74	75.00	210.00	209.03	0.00	99.54
203-479-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	150.00	150.00	0.00	0.00	0.00
203-479-707.000	SALARY & WAGES/TEMP-SEASONAL	388.96	578.65	295.00	405.00	561.46	121.18	138.63
203-479-709.000	SALARY & WAGES/OVERTIME	1,924.15	1,924.15	2,750.00	2,750.00	2,714.89	451.58	98.72
203-479-721.000	FRINGE BENEFITS	2,372.20	3,742.18	1,925.00	3,525.00	3,999.59	446.19	113.46
203-479-721.500	POST RETIREMENT BENEFITS	1,355.94	1,807.92	850.00	850.00	1,296.90	144.10	152.58
203-479-725.500	MEAL ALLOWANCE	80.00	80.00	100.00	125.00	133.00	8.00	106.40
203-479-740.000	OPERATING SUPPLIES	8,749.40	13,559.90	12,000.00	12,000.00	2,821.07	0.00	23.51
203-479-940.000	EQUIPMENT RENTAL - FORCE ACCT	3,793.85	11,108.17	10,000.00	10,000.00	0.00	0.00	0.00
Total Dept 479 - SNOW & ICE REMOVAL		23,134.74	40,459.78	32,770.00	37,640.00	20,146.71	1,833.63	53.52
Department: 485 ROAD CONSTRUCTION								
203-485-818.406	CONT SVCS/ENG-ARCH	0.00	6,000.00	0.00	0.00	0.00	0.00	0.00
203-485-818.450	CONT SVCS/STREET CONSTRUCTION	0.00	30,000.00	0.00	0.00	180,832.66	0.00	100.00
Total Dept 485 - ROAD CONSTRUCTION		0.00	36,000.00	0.00	0.00	180,832.66	0.00	100.00
Expenditures		148,415.73	308,751.77	682,493.00	687,493.00	349,948.78	9,006.67	50.90
Fund 203 - LOCAL STREET FUND:								
TOTAL REVENUES		482,765.61	691,988.86	682,493.00	687,493.00	438,217.00	57,402.29	
TOTAL EXPENDITURES		148,415.73	308,751.77	682,493.00	687,493.00	349,948.78	9,006.67	
NET OF REVENUES & EXPENDITURES:		334,349.88	383,237.09	0.00	0.00	88,268.22	48,395.62	
BEG. FUND BALANCE		975,739.95	1,358,977.04	1,358,977.04	1,358,977.04	1,358,977.04		
END FUND BALANCE		1,310,089.83	1,742,214.13	1,358,977.04	1,358,977.04	1,447,245.26		

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Fund: 208 RECREATION FUND								
Account Category: Expenditures								
Department: 261 ADMINISTRATION								
208-261-801.000	CREDIT CARD FEES	17,444.31	24,463.01	11,000.00	11,000.00	0.00	0.00	0.00
208-261-815.000	ADMINISTRATIVE SERVICES	11,618.37	15,491.16	15,040.00	15,040.00	11,618.37	1,290.93	77.25
208-261-818.000	CONTRACTUAL SERVICES	16,242.14	28,860.97	30,000.00	30,000.00	27,341.98	1,727.16	91.14
208-261-850.000	COMMUNICATIONS	5,463.76	7,534.22	10,000.00	10,000.00	4,453.62	557.76	44.54
208-261-860.000	TRANSPORTATION	192.44	202.92	1,000.00	1,000.00	422.93	320.26	42.29
208-261-864.000	CONFERENCES & MEETINGS	12.22	12.22	1,150.00	1,150.00	950.00	0.00	82.61
208-261-900.000	PRINTING & PUBLISHING	170.50	286.00	1,500.00	1,500.00	191.00	0.00	12.73
208-261-920.000	PUBLIC UTILITIES	127,205.15	187,307.80	185,000.00	185,000.00	163,578.23	2,076.73	88.42
208-261-930.000	REPAIRS & MAINTENANCE	22,503.18	38,008.81	28,000.00	31,500.00	32,700.74	883.31	103.81
208-261-938.000	EQUIPMENT LEASE EXPENSE	1,345.54	1,753.87	4,600.00	4,600.00	1,224.99	136.11	26.63
208-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	14,994.00	31,085.50	22,000.00	22,000.00	0.00	0.00	0.00
208-261-956.000	MISCELLANEOUS	0.00	0.00	550.00	550.00	75.00	0.00	13.64
208-261-957.000	TRAINING EXPENSES	485.00	485.00	700.00	700.00	467.28	467.28	66.75
208-261-958.000	MEMBERSHIPS & DUES	350.00	350.00	1,150.00	1,350.00	1,350.00	0.00	100.00
208-261-960.000	INSURANCE & BONDS	42,750.00	57,000.00	57,000.00	57,000.00	47,176.11	5,241.79	82.77
208-261-965.402	CONTRIBUTION TO REC CAP IMP FUND	3,000.06	4,000.08	4,000.00	4,000.00	2,999.97	333.33	75.00
208-261-965.661	CONTRIBUTION TO EQ FUND	14,197.50	18,930.00	18,930.00	18,930.00	13,014.36	1,446.04	68.75
Total Dept 261 - ADMINISTRATION		689,147.94	999,503.63	1,084,755.00	1,097,705.00	797,975.00	65,057.09	72.69
Department: 755 LIQUOR								
208-755-740.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	208.04	0.00	100.00
Total Dept 755 - LIQUOR		0.00	0.00	0.00	0.00	208.04	0.00	100.00
Department: 757 RECREATION SERVICES								
208-757-707.000	SALARY & WAGES/TEMP-SEASONAL	59.19	59.19	500.00	2,505.00	4,050.00	1,110.00	161.68
208-757-721.000	FRINGE BENEFITS	4.73	4.73	50.00	200.00	309.82	84.91	154.91
208-757-740.000	OPERATING SUPPLIES	1,337.90	1,753.40	4,000.00	4,000.00	2,897.27	684.40	72.43
208-757-818.000	CONTRACTUAL SERVICES	1,380.00	1,380.00	0.00	3,600.00	3,594.00	0.00	99.83
208-757-930.000	REPAIRS & MAINTENANCE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
Total Dept 757 - RECREATION SERVICES		2,781.82	3,197.32	4,650.00	10,405.00	10,851.09	1,879.31	104.29
Department: 759 YOUTH ATHLETICS								
208-759-707.000	SALARY & WAGES/TEMP-SEASONAL	169.79	169.79	1,500.00	1,500.00	0.00	0.00	0.00
208-759-721.000	FRINGE BENEFITS	16.72	16.72	150.00	150.00	0.00	0.00	0.00
208-759-740.000	OPERATING SUPPLIES	0.00	3,850.53	1,000.00	1,000.00	0.00	0.00	0.00
208-759-818.000	CONTRACTUAL SERVICES	0.00	180.00	1,000.00	1,000.00	0.00	0.00	0.00
208-759-920.000	PUBLIC UTILITIES	216.36	248.67	350.00	660.00	730.43	34.89	110.67
208-759-930.000	REPAIRS & MAINTENANCE	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
Total Dept 759 - YOUTH ATHLETICS		402.87	4,465.71	5,500.00	5,810.00	730.43	34.89	12.57
Department: 761 MIRACLE LEAGUE								
208-761-740.000	OPERATING SUPPLIES	0.00	0.00	0.00	205.00	202.64	0.00	98.85
208-761-818.000	CONTRACTUAL SERVICES	8,235.00	8,235.00	10,000.00	12,050.00	25,241.50	13,200.00	209.47
Total Dept 761 - MIRACLE LEAGUE		8,235.00	8,235.00	10,000.00	12,255.00	25,444.14	13,200.00	207.62
Department: 763 PCHA -MINI MITES EXPENDITURES								
208-763-709.000	SALARY & WAGES/OVERTIME	107.69	347.44	0.00	0.00	0.00	0.00	0.00
208-763-721.000	FRINGE BENEFITS	20.94	73.74	0.00	0.00	0.00	0.00	0.00
Total Dept 763 - PCHA -MINI MITES EXPENDITURES		128.63	421.18	0.00	0.00	0.00	0.00	0.00
Department: 765 MSD SERVICES EXPENDITURES								

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Fund: 208 RECREATION FUND								
Account Category: Expenditures								
Department: 765 MSD SERVICES EXPENDITURES								
208-765-706.000	SALARY & WAGES/ FULL TIME	1,029.69	1,328.46	3,000.00	3,000.00	749.27	64.70	24.98
208-765-706.100	SALARY & WAGES/SICK	0.00	0.00	50.00	50.00	0.00	0.00	0.00
208-765-706.300	SALARY & WAGES/RETENTION	0.00	0.00	10.00	10.00	0.00	0.00	0.00
208-765-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	30.00	30.00	0.00	0.00	0.00
208-765-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	50.00	50.00	0.00	0.00	0.00
208-765-707.000	SALARY & WAGES/TEMP-SEASONAL	167.19	248.79	450.00	450.00	241.34	52.11	53.63
208-765-721.000	FRINGE BENEFITS	461.25	620.69	920.00	920.00	353.41	43.08	38.41
208-765-721.500	POST RETIREMENT BENEFITS	582.75	777.00	530.00	530.00	557.55	61.95	105.20
208-765-725.500	MEAL ALLOWANCE	0.00	8.00	0.00	0.00	0.00	0.00	0.00
208-765-740.000	OPERATING SUPPLIES	799.83	1,042.83	500.00	500.00	0.00	0.00	0.00
208-765-818.000	CONTRACTUAL SERVICES	525.72	525.72	200.00	530.00	525.72	0.00	99.19
208-765-940.000	EQUIPMENT RENTAL - FORCE ACCT	6.46	737.89	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 765 - MSD SERVICES EXPENDITURES		3,572.89	5,289.38	6,740.00	7,070.00	2,427.29	221.84	34.33
Department: 766 SOCCER								
208-766-707.000	SALARY & WAGES/TEMP-SEASONAL	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
208-766-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	25.00	25.00	0.00	0.00	0.00
208-766-721.000	FRINGE BENEFITS	0.00	0.00	25.00	25.00	0.00	0.00	0.00
208-766-740.000	OPERATING SUPPLIES	49,200.99	66,173.72	65,000.00	65,000.00	54,951.64	6,010.88	84.54
208-766-818.000	CONTRACTUAL SERVICES	41,176.00	49,978.33	49,500.00	49,500.00	40,458.07	0.00	81.73
208-766-864.000	CONFERENCES & MEETINGS	0.00	0.00	600.00	600.00	0.00	0.00	0.00
208-766-930.000	REPAIRS & MAINTENANCE	64.74	64.74	2,000.00	2,000.00	0.00	0.00	0.00
Total Dept 766 - SOCCER		90,441.73	116,216.79	118,150.00	118,150.00	95,409.71	6,010.88	80.75
Department: 768 LIQUOR								
208-768-740.000	OPERATING SUPPLIES	514.35	1,814.35	540.00	540.00	160.00	80.00	29.63
208-768-740.300	OPERATING SUPPLIES/LIQUOR	4,928.75	7,764.07	9,000.00	9,000.00	3,108.45	1,135.81	34.54
208-768-818.000	CONTRACTUAL SERVICES	140.00	140.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 768 - LIQUOR		5,583.10	9,718.42	10,540.00	10,540.00	3,268.45	1,215.81	31.01
Department: 771 CLASSES & SPECIAL EVENTS								
208-771-707.000	SALARY & WAGES/TEMP-SEASONAL	0.00	0.00	200.00	200.00	0.00	0.00	0.00
208-771-710.000	SALARY & WAGES/CONTRACTUAL	0.00	0.00	200.00	200.00	0.00	0.00	0.00
208-771-721.000	FRINGE BENEFITS	0.00	0.00	50.00	50.00	0.00	0.00	0.00
208-771-740.000	OPERATING SUPPLIES	1,832.25	4,793.62	5,000.00	5,000.00	2,585.51	1,239.15	51.71
208-771-818.000	CONTRACTUAL SERVICES	5,103.50	9,976.20	8,500.00	8,500.00	0.00	0.00	0.00
208-771-882.000	PROGRAM ADVERTISING	0.00	0.00	200.00	200.00	0.00	0.00	0.00
Total Dept 771 - CLASSES & SPECIAL EVENTS		6,935.75	14,769.82	14,150.00	14,150.00	2,585.51	1,239.15	18.27
Department: 772 THERAPEUTIC PROGRAM								
208-772-818.000	CONTRACTUAL SERVICES	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 772 - THERAPEUTIC PROGRAM		0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Department: 774 SENIOR PROGRAMS - CLASSES								
208-774-707.000	SALARY & WAGES/TEMP-SEASONAL	2,370.69	3,207.49	4,000.00	4,000.00	2,621.40	312.36	65.54
208-774-721.000	FRINGE BENEFITS	233.54	315.96	325.00	325.00	258.29	30.78	79.47
208-774-740.000	OPERATING SUPPLIES	0.00	0.00	500.00	500.00	0.00	0.00	0.00
208-774-818.000	CONTRACTUAL SERVICES	0.00	0.00	200.00	200.00	0.00	0.00	0.00
Total Dept 774 - SENIOR PROGRAMS - CLASSES		2,604.23	3,523.45	5,025.00	5,025.00	2,879.69	343.14	57.31
Expenditures		809,833.96	1,165,340.70	1,260,510.00	1,282,110.00	941,779.35	89,202.11	73.46

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GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 208 RECREATION FUND								
Fund 208 - RECREATION FUND:								
	TOTAL REVENUES	832,438.02	1,110,821.84	1,260,510.00	1,282,110.00	779,095.10	104,503.45	
	TOTAL EXPENDITURES	809,833.96	1,165,340.70	1,260,510.00	1,282,110.00	941,779.35	89,202.11	
	NET OF REVENUES & EXPENDITURES:	22,604.06	(54,518.86)	0.00	0.00	(162,684.25)	15,301.34	
	BEG. FUND BALANCE	240,878.51	186,359.65	186,359.65	186,359.65	186,359.65		
	END FUND BALANCE	263,482.57	131,840.79	186,359.65	186,359.65	23,675.40		

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Fund: 226 WASTE AND RECYCLING FUND								
Account Category: Expenditures								
Department: 521 RECYCLING								
226-521-940.000	EQUIPMENT RENTAL - FORCE ACCT	15,839.78	136,526.00	165,000.00	165,000.00	0.00	0.00	0.00
226-521-940.100	EQUIPMENT RENTAL / SUPPLEMENTAL	114,018.00	115,518.00	115,518.00	115,518.00	86,638.50	9,626.50	75.00
226-521-957.000	TRAINING EXPENSES	280.00	280.00	0.00	4,500.00	4,329.70	0.00	96.22
226-521-960.000	INSURANCE & BONDS	4,349.97	5,799.96	6,175.00	6,175.00	4,800.33	533.37	77.74
226-521-977.000	CAP OUTLAY/EQUIPMENT	0.00	0.00	40,000.00	40,000.00	0.00	0.00	0.00
Total Dept 521 - RECYCLING		<u>1,077,434.94</u>	<u>1,721,724.42</u>	<u>1,800,653.00</u>	<u>1,845,153.00</u>	<u>1,218,605.27</u>	<u>113,412.25</u>	<u>66.04</u>
Expenditures		<u>1,077,434.94</u>	<u>1,721,724.42</u>	<u>1,800,653.00</u>	<u>1,845,153.00</u>	<u>1,218,605.27</u>	<u>113,412.25</u>	<u>66.04</u>
Fund 226 - WASTE AND RECYCLING FUND:								
TOTAL REVENUES		1,484,865.56	1,667,850.76	1,800,653.00	1,845,153.00	1,544,277.67	37,911.45	
TOTAL EXPENDITURES		<u>1,077,434.94</u>	<u>1,721,724.42</u>	<u>1,800,653.00</u>	<u>1,845,153.00</u>	<u>1,218,605.27</u>	<u>113,412.25</u>	
NET OF REVENUES & EXPENDITURES:		407,430.62	(53,873.66)	0.00	0.00	325,672.40	(75,500.80)	
BEG. FUND BALANCE		1,388,456.84	1,334,583.18	1,334,583.18	1,334,583.18	1,334,583.18		
END FUND BALANCE		1,795,887.46	1,280,709.52	1,334,583.18	1,334,583.18	1,660,255.58		

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Fund: 248 DOWNTOWN DEV AUTH/OPERATING FD								
Account Category: Revenues								
Department: 000 GENERAL REVENUES								
248-000-402.000	CURRENT PROPERTY TAX/REAL	1,146,945.78	1,146,945.78	1,547,100.00	1,224,265.00	1,210,022.10	(584.50)	98.84
248-000-405.000	TAXES RECOVERED BY COUNTY	0.00	0.00	(3,000.00)	(3,000.00)	0.00	0.00	0.00
248-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	33,896.47	33,896.47	7,500.00	13,600.00	13,510.37	0.00	99.34
248-000-619.000	BENCH SALE REVENUES	6,000.00	12,000.00	0.00	0.00	10,000.00	0.00	100.00
248-000-620.000	CONCERT REVENUES	117,776.00	140,326.00	80,000.00	80,000.00	23,950.00	0.00	29.94
248-000-665.000	INTEREST ON INVESTMENTS	4,876.76	23,746.51	50.00	25,050.00	9,352.70	0.00	37.34
248-000-674.095	CONTRIBUTIONS FOR LIGHT DECORATIONS	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
248-000-679.000	ADVERTISING REVENUE	(100.00)	1,590.00	0.00	0.00	15.00	0.00	100.00
248-000-680.000	OTHER INCOME	2,200.00	2,200.00	0.00	450.00	450.00	0.00	100.00
248-000-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	0.00	41,740.00	0.00	0.00	0.00
Total Dept 000 - GENERAL REVENUES		1,311,595.01	1,360,704.76	1,633,150.00	1,383,605.00	1,267,300.17	(584.50)	91.59
Revenues		1,311,595.01	1,360,704.76	1,633,150.00	1,383,605.00	1,267,300.17	(584.50)	91.59
Account Category: Expenditures								
Department: 261 ADMINISTRATION								
248-261-706.000	SALARY & WAGES/ FULL TIME	53,521.35	78,818.12	92,615.00	92,615.00	70,235.00	7,657.21	75.84
248-261-706.050	SALARY & WAGES/PART TIME	14,222.88	22,535.99	29,875.00	29,875.00	15,304.89	1,899.55	51.23
248-261-706.100	SALARY & WAGES/SICK	0.00	0.00	3,925.00	3,925.00	82.92	0.00	2.11
248-261-706.300	SALARY & WAGES/RETENTION	0.00	0.00	675.00	675.00	450.00	0.00	66.67
248-261-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	1,045.00	1,645.00	1,625.40	0.00	98.81
248-261-707.000	SALARY & WAGES/TEMP-SEASONAL	4,666.50	5,157.86	0.00	800.00	992.30	277.50	124.04
248-261-709.000	SALARY & WAGES/OVERTIME	0.00	466.74	3,000.00	3,000.00	742.70	0.00	24.76
248-261-721.000	FRINGE BENEFITS	30,215.40	44,562.64	53,335.00	53,335.00	37,858.00	4,285.54	70.98
248-261-721.500	POST RETIREMENT BENEFITS	12,983.31	17,311.08	24,650.00	24,650.00	18,490.86	2,054.54	75.01
248-261-727.000	OFFICE SUPPLIES	236.06	439.29	500.00	500.00	214.41	0.00	42.88
248-261-728.000	POSTAGE	28.73	28.73	200.00	200.00	0.00	0.00	0.00
248-261-740.000	OPERATING SUPPLIES	1,854.45	2,025.69	2,000.00	2,000.00	581.26	0.00	29.06
248-261-815.000	ADMINISTRATIVE SERVICES	48,899.97	65,199.96	67,200.00	67,200.00	48,899.97	5,433.33	72.77
248-261-818.000	CONTRACTUAL SERVICES	11,407.05	16,834.39	16,000.00	16,000.00	7,498.57	1,593.43	46.87
248-261-850.000	COMMUNICATIONS	2,872.27	3,945.99	3,500.00	3,500.00	2,540.79	321.19	72.59
248-261-860.000	TRANSPORTATION	420.13	921.86	1,000.00	1,000.00	211.39	99.16	21.14
248-261-864.000	CONFERENCES & MEETINGS	1,070.48	2,358.28	2,000.00	2,000.00	655.02	0.00	32.75
248-261-880.000	PUBLIC RELATIONS EXPENSE	0.00	0.00	300.00	300.00	106.27	0.00	35.42
248-261-900.000	PRINTING & PUBLISHING	251.76	372.76	300.00	300.00	154.74	38.50	51.58
248-261-920.000	PUBLIC UTILITIES	1,965.34	2,455.61	2,660.00	2,660.00	1,995.64	243.77	75.02
248-261-925.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	100.00	100.00	0.00	0.00	0.00
248-261-930.000	REPAIRS & MAINTENANCE	985.00	985.00	2,000.00	2,000.00	575.00	0.00	28.75
248-261-938.000	EQUIPMENT LEASE EXPENSE	55.63	55.63	1,200.00	1,200.00	145.26	0.00	12.11
248-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	450.00	450.00	500.00	500.00	0.00	0.00	0.00
248-261-942.000	OFFICE RENT	16,350.00	19,650.00	21,000.00	21,000.00	17,455.00	1,700.00	83.12
248-261-957.000	TRAINING EXPENSES	138.40	191.91	1,000.00	1,000.00	286.51	0.00	28.65
248-261-958.000	MEMBERSHIPS & DUES	400.00	400.00	2,000.00	2,000.00	730.00	0.00	36.50
248-261-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	252,590.00	0.00	0.00	0.00	0.00
Total Dept 261 - ADMINISTRATION		202,994.71	285,167.53	585,170.00	333,980.00	227,831.90	25,603.72	68.22
Department: 301 POLICE DEPARTMENT								
248-301-706.000	SALARY & WAGES/ FULL TIME	14,773.55	20,838.96	21,970.00	21,970.00	16,884.15	1,743.87	76.85
248-301-706.200	SALARY & WAGES/HOLIDAY PAY	925.92	925.92	965.00	965.00	958.57	0.00	99.33
248-301-706.300	SALARY & WAGES/RETENTION	87.51	87.51	80.00	100.00	100.00	0.00	100.00

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Fund: 248 DOWNTOWN DEV AUTH/OPERATING FD								
Account Category: Expenditures								
Department: 301 POLICE DEPARTMENT								
248-301-706.400	SALARY & WAGES/UNIFORM ALLOW	0.00	323.91	215.00	215.00	158.74	0.00	73.83
248-301-709.000	SALARY & WAGES/OVERTIME	456.00	456.00	1,825.00	1,825.00	193.28	0.00	10.59
248-301-721.000	FRINGE BENEFITS	6,893.42	9,902.13	10,765.00	10,765.00	7,962.54	903.96	73.97
248-301-725.500	MEAL ALLOWANCE	0.00	0.00	0.00	25.00	3.75	0.00	15.00
Total Dept 301 - POLICE DEPARTMENT		23,136.40	32,534.43	35,820.00	35,865.00	26,261.03	2,647.83	73.22
Department: 450 INFRASTRUCTURE MAINTENANCE								
248-450-707.000	SALARY & WAGES/TEMP-SEASONAL	128.00	2,175.70	8,000.00	8,000.00	4,335.82	0.00	54.20
248-450-709.000	SALARY & WAGES/OVERTIME	0.00	113.68	0.00	1,600.00	513.36	0.00	32.09
248-450-721.000	FRINGE BENEFITS	9.80	175.15	650.00	650.00	370.97	0.00	57.07
248-450-740.000	OPERATING SUPPLIES	0.00	0.00	100.00	100.00	0.00	0.00	0.00
248-450-815.000	ADMINISTRATIVE SERVICES	107,084.97	142,779.96	147,060.00	147,060.00	107,084.97	11,898.33	72.82
248-450-818.000	CONTRACTUAL SERVICES	65,354.93	75,215.49	80,000.00	80,000.00	19,231.25	0.00	24.04
248-450-931.000	REPAIRS & MAINT/SUMMER	475.00	12,318.00	20,000.00	20,000.00	14,830.00	10,595.00	74.15
248-450-932.000	REPAIRS & MAINT/WINTER	21,809.00	21,809.00	45,000.00	45,000.00	33,244.91	2,400.00	73.88
248-450-933.000	HOLIDAY LIGHTS MAINTENANCE	10,050.00	10,050.00	25,000.00	25,000.00	17,280.00	0.00	69.12
Total Dept 450 - INFRASTRUCTURE MAINTENANCE		204,911.70	264,636.98	325,810.00	327,410.00	196,891.28	24,893.33	60.14
Department: 529 PARKING								
248-529-815.000	ADMINISTRATIVE SERVICES	30,840.03	41,120.04	42,350.00	42,350.00	30,840.03	3,426.67	72.82
248-529-818.000	CONTRACTUAL SERVICES	5,401.25	13,021.25	13,000.00	13,000.00	3,592.00	449.00	27.63
Total Dept 529 - PARKING		36,241.28	54,141.29	55,350.00	55,350.00	34,432.03	3,875.67	62.21
Department: 531 SAXTON PARKING FACILITY								
248-531-920.000	PUBLIC UTILITIES	0.00	0.00	0.00	0.00	1,901.15	483.65	100.00
Total Dept 531 - SAXTON PARKING FACILITY		0.00	0.00	0.00	0.00	1,901.15	483.65	100.00
Department: 811 MARKETING								
248-811-727.000	OFFICE SUPPLIES	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
248-811-728.000	POSTAGE	0.00	0.00	200.00	200.00	0.00	0.00	0.00
248-811-740.000	OPERATING SUPPLIES	648.25	648.25	1,500.00	1,500.00	1,034.00	0.00	68.93
248-811-794.000	CONCERT EXPENSES	36,647.65	71,457.15	80,000.00	80,000.00	37,184.00	0.00	46.48
248-811-818.000	CONTRACTUAL SERVICES	7,113.07	10,460.04	24,000.00	24,000.00	14,290.94	175.00	59.55
248-811-900.000	PRINTING & PUBLISHING	264.70	4,189.20	7,000.00	7,000.00	3,075.64	138.60	43.94
Total Dept 811 - MARKETING		44,673.67	86,754.64	113,700.00	113,700.00	55,584.58	313.60	48.89
Department: 965 CONTRIBUTIONS								
248-965-965.315	CONTRIB TO 2015 LTGO CAP IMPDEBT FD	220,610.00	220,610.00	217,300.00	217,300.00	217,300.00	217,300.00	100.00
248-965-965.405	CONTRIBUTION TO DDA/CAP IMP FD	180,139.97	186,389.96	300,000.00	300,000.00	18,749.97	2,083.33	6.25
Total Dept 965 - CONTRIBUTIONS		400,749.97	406,999.96	517,300.00	517,300.00	236,049.97	219,383.33	45.63
Expenditures		912,707.73	1,130,234.83	1,633,150.00	1,383,605.00	778,951.94	277,201.13	56.30
Fund 248 - DOWNTOWN DEV AUTH/OPERATING FD:								
TOTAL REVENUES		1,311,595.01	1,360,704.76	1,633,150.00	1,383,605.00	1,267,300.17	(584.50)	
TOTAL EXPENDITURES		912,707.73	1,130,234.83	1,633,150.00	1,383,605.00	778,951.94	277,201.13	
NET OF REVENUES & EXPENDITURES:		398,887.28	230,469.93	0.00	0.00	488,348.23	(277,785.63)	
BEG. FUND BALANCE		437,943.27	668,413.20	668,413.20	668,413.20	668,413.20		
END FUND BALANCE		836,830.55	898,883.13	668,413.20	668,413.20	1,156,761.43		

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Fund: 249 BUILDING FUND								
Account Category: Revenues								
Department: 000 GENERAL REVENUES								
249-000-478.000	PERMITS/BUILDING	334,630.35	432,712.50	405,250.00	405,250.00	291,854.75	10,735.00	72.02
249-000-479.000	PERMITS/ELECTRICAL	30,259.00	39,468.00	50,000.00	50,000.00	37,468.00	3,221.00	74.94
249-000-480.000	PERMITS/MECHANICAL	30,100.00	39,235.00	52,000.00	52,000.00	40,654.00	7,115.00	78.18
249-000-481.000	PERMITS/PLUMBING	18,824.00	30,034.00	32,500.00	32,500.00	16,575.00	1,400.00	51.00
249-000-481.500	SITE PLAN COMPLIANCE-ADMIN REVIEWS	0.00	0.00	2,500.00	2,500.00	0.00	0.00	0.00
249-000-482.000	SIDEWALK CAFE PERMITS	0.00	10,274.00	8,500.00	8,500.00	655.00	0.00	7.71
249-000-485.000	HOUSING INSPECTION FEES	55.00	55.00	6,000.00	6,000.00	0.00	0.00	0.00
249-000-486.000	SITE PLAN REVIEW FEES	12,450.00	20,175.00	10,500.00	10,500.00	11,300.00	1,075.00	107.62
249-000-487.000	ZONING BOARD FILING FEES	3,750.00	4,900.00	4,000.00	4,000.00	4,000.00	0.00	100.00
249-000-488.000	MEETING REVIEW FEES	1,700.00	3,450.00	2,500.00	2,500.00	1,750.00	350.00	70.00
249-000-491.000	REGISTRATIONS/ELECTRICAL	1,140.00	1,420.00	1,200.00	1,200.00	1,240.00	160.00	103.33
249-000-492.000	REGISTRATIONS /MECHANICAL	1,020.00	1,245.00	1,000.00	1,000.00	825.00	105.00	82.50
249-000-493.000	REGISTRATIONS/PLUMBING	525.00	735.00	750.00	750.00	255.00	15.00	34.00
249-000-494.000	REGISTRATIONS/BUILDING	2,150.00	3,425.00	2,500.00	2,500.00	1,825.00	175.00	73.00
249-000-503.000	LOT SPLIT FEES	0.00	0.00	600.00	600.00	0.00	0.00	0.00
249-000-626.750	W/S TAP ADMINISTRATION FEE	0.00	19,307.14	25,000.00	28,090.00	0.00	0.00	0.00
249-000-657.000	ORDINANCE VIOLATIONS/CITATIONS	290.50	290.50	2,000.00	2,000.00	0.00	0.00	0.00
249-000-665.000	INTEREST ON INVESTMENTS	2,795.72	4,352.51	3,500.00	3,500.00	548.69	0.00	15.68
249-000-674.101	CONTRIBUTION FROM GENERAL FUND	0.00	55,000.00	0.00	10,000.00	0.00	0.00	0.00
249-000-680.000	OTHER INCOME	0.00	0.00	0.00	0.00	75.00	0.00	100.00
249-000-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	81,375.00	71,375.00	0.00	0.00	0.00
Total Dept 000 - GENERAL REVENUES		439,689.57	666,078.65	691,675.00	694,765.00	409,025.44	24,351.00	58.87
Revenues		439,689.57	666,078.65	691,675.00	694,765.00	409,025.44	24,351.00	58.87
Account Category: Expenditures								
Department: 371 ENGINEERING/INSPECTIONS								
249-371-706.000	SALARY & WAGES/ FULL TIME	156,064.28	211,672.51	222,755.00	222,755.00	156,254.13	16,071.17	70.15
249-371-706.050	SALARY & WAGES/PART TIME	15,620.05	21,271.73	28,365.00	28,365.00	9,614.27	2,981.82	33.89
249-371-706.100	SALARY & WAGES/SICK	0.00	5,484.47	10,200.00	10,200.00	0.00	0.00	0.00
249-371-706.300	SALARY & WAGES/RETENTION	3,025.00	3,025.00	2,845.00	2,845.00	2,400.00	0.00	84.36
249-371-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	6,700.00	6,700.00	4,876.20	0.00	72.78
249-371-707.000	SALARY & WAGES/TEMP-SEASONAL	17,670.49	25,238.04	35,000.00	35,000.00	37,428.02	1,962.40	106.94
249-371-721.000	FRINGE BENEFITS	81,446.90	109,917.51	128,260.00	128,260.00	70,855.71	7,782.75	55.24
249-371-721.500	POST RETIREMENT BENEFITS	29,987.19	39,982.92	47,250.00	47,250.00	35,437.14	3,937.46	75.00
249-371-727.000	OFFICE SUPPLIES	113.62	274.86	0.00	245.00	409.13	164.59	166.99
249-371-728.000	POSTAGE	127.72	172.72	100.00	250.00	230.22	0.00	92.09
249-371-740.000	OPERATING SUPPLIES	386.58	587.12	1,250.00	1,250.00	1,056.45	100.48	84.52
249-371-815.000	ADMINISTRATIVE SERVICES	35,250.03	47,000.04	47,000.00	47,000.00	35,250.03	3,916.67	75.00
249-371-818.000	CONTRACTUAL SERVICES	129,314.69	185,993.88	145,000.00	145,000.00	122,644.66	17,491.88	84.58
249-371-818.430	CONT SVCS/SNOW REMOVAL	0.00	0.00	500.00	500.00	0.00	0.00	0.00
249-371-818.435	CONT SVCS/WEED MOWING	190.50	190.50	500.00	500.00	0.00	0.00	0.00
249-371-850.000	COMMUNICATIONS	1,906.87	2,629.43	2,700.00	5,215.00	6,091.81	885.79	116.81
249-371-860.000	TRANSPORTATION	588.57	588.57	500.00	680.00	775.52	99.56	114.05
249-371-864.000	CONFERENCES & MEETINGS	1,902.23	2,279.22	2,000.00	2,000.00	1,297.36	37.80	64.87
249-371-900.000	PRINTING & PUBLISHING	1,167.71	1,780.71	1,250.00	1,250.00	1,329.60	253.50	106.37
249-371-930.000	REPAIRS & MAINTENANCE	0.00	0.00	500.00	500.00	0.00	0.00	0.00
249-371-938.000	EQUIPMENT LEASE EXPENSE	1,337.89	1,743.67	1,500.00	1,500.00	1,217.34	135.26	81.16
249-371-940.000	EQUIPMENT RENTAL - FORCE ACCT	4,500.00	4,500.00	6,000.00	6,000.00	0.00	0.00	0.00
249-371-957.000	TRAINING EXPENSES	386.75	386.75	500.00	500.00	174.00	0.00	34.80

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 249 BUILDING FUND								
Account Category: Expenditures								
Department: 371 ENGINEERING/INSPECTIONS								
249-371-958.000	MEMBERSHIPS & DUES	1,359.00	1,359.00	1,000.00	1,000.00	564.00	0.00	56.40
Total Dept 371 - ENGINEERING/INSPECTIONS		482,346.07	666,078.65	691,675.00	694,765.00	487,905.59	55,821.13	70.23
Expenditures		482,346.07	666,078.65	691,675.00	694,765.00	487,905.59	55,821.13	70.23
Fund 249 - BUILDING FUND:								
TOTAL REVENUES		439,689.57	666,078.65	691,675.00	694,765.00	409,025.44	24,351.00	
TOTAL EXPENDITURES		482,346.07	666,078.65	691,675.00	694,765.00	487,905.59	55,821.13	
NET OF REVENUES & EXPENDITURES:		(42,656.50)	0.00	0.00	0.00	(78,880.15)	(31,470.13)	
BEG. FUND BALANCE		0.00	0.00	0.00	0.00	0.00		
END FUND BALANCE		(42,656.50)	0.00	0.00	0.00	(78,880.15)		

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 252 NEIGHBORHOOD SERVICES FUND								
Account Category: Revenues								
Department: 000 GENERAL REVENUES								
252-000-508.000	OTHER GRANTS - SMART FUNDS	0.00	0.00	8,960.00	8,960.00	0.00	0.00	0.00
252-000-665.000	INTEREST ON INVESTMENTS	0.00	0.00	30.00	30.00	64.51	0.00	215.03
252-000-674.101	CONTRIBUTION FROM GENERAL FUND	54,757.53	73,010.04	73,010.00	73,010.00	54,757.53	6,084.17	75.00
252-000-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	7,050.00	7,050.00	0.00	0.00	0.00
Total Dept 000 - GENERAL REVENUES		54,757.53	73,010.04	89,050.00	89,050.00	54,822.04	6,084.17	61.56
Revenues		54,757.53	73,010.04	89,050.00	89,050.00	54,822.04	6,084.17	61.56
Account Category: Expenditures								
Department: 261 ADMINISTRATION								
252-261-818.000	CONTRACTUAL SERVICES	0.00	0.00	500.00	500.00	0.00	0.00	0.00
Total Dept 261 - ADMINISTRATION		0.00	0.00	500.00	500.00	0.00	0.00	0.00
Department: 488 OLD VILLAGE COMMUNITY CENTER								
252-488-920.000	PUBLIC UTILITIES	1,780.69	2,384.86	2,000.00	2,000.00	1,807.20	419.24	90.36
Total Dept 488 - OLD VILLAGE COMMUNITY CENTER		1,780.69	2,384.86	2,000.00	2,000.00	1,807.20	419.24	90.36
Department: 703 SENIOR TRANSPORTATION								
252-703-727.000	OFFICE SUPPLIES	0.00	0.00	50.00	50.00	0.00	0.00	0.00
252-703-728.000	POSTAGE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
252-703-740.000	OPERATING SUPPLIES	0.00	0.00	200.00	200.00	0.00	0.00	0.00
252-703-850.000	COMMUNICATIONS	424.79	594.55	1,200.00	1,200.00	339.82	42.54	28.32
252-703-965.800	CONTRIBUTION TO OTHER AGENCIES	39,754.58	65,458.87	85,000.00	85,000.00	54,856.58	(2,676.85)	64.54
Total Dept 703 - SENIOR TRANSPORTATION		40,179.37	66,053.42	86,550.00	86,550.00	55,196.40	(2,634.31)	63.77
Expenditures		41,960.06	68,438.28	89,050.00	89,050.00	57,003.60	(2,215.07)	64.01
Fund 252 - NEIGHBORHOOD SERVICES FUND:								
TOTAL REVENUES		54,757.53	73,010.04	89,050.00	89,050.00	54,822.04	6,084.17	
TOTAL EXPENDITURES		41,960.06	68,438.28	89,050.00	89,050.00	57,003.60	(2,215.07)	
NET OF REVENUES & EXPENDITURES:		12,797.47	4,571.76	0.00	0.00	(2,181.56)	8,299.24	
BEG. FUND BALANCE		61,748.68	66,320.44	66,320.44	66,320.44	66,320.44		
END FUND BALANCE		74,546.15	70,892.20	66,320.44	66,320.44	64,138.88		

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 592 WATER SEWER FUND								
Account Category: Revenues								
Department: 000 GENERAL REVENUES								
592-000-626.000	METERED SALES	1,675,142.84	2,073,258.82	2,121,800.00	2,141,800.00	1,740,583.95	154,568.48	81.27
592-000-626.100	FIRE PROTECTION/STANDY-BY	0.00	0.00	200.00	200.00	0.00	0.00	0.00
592-000-626.200	MISC/TURNS ONS-REPAIRS	(1,004.67)	(1,021.83)	1,000.00	1,000.00	337.88	0.00	33.79
592-000-626.300	MISC/SEWER TV INSPECTION FEES	0.00	0.00	500.00	500.00	0.00	0.00	0.00
592-000-626.500	WATER/SEWER TAP &CONNECT FEES	11,185.00	10,432.86	300,000.00	300,000.00	31,860.00	1,560.00	10.62
592-000-626.900	WATER PENALTY & INTEREST	26,609.42	32,692.55	35,350.00	35,350.00	17,502.98	2,589.01	49.51
592-000-629.000	SEWER SERVICE	1,894,165.43	2,323,781.52	2,360,500.00	2,380,500.00	1,993,150.13	174,563.92	83.73
592-000-629.200	IWC SURCHARGE	34,975.63	46,585.87	50,000.00	50,000.00	36,503.76	4,058.86	73.01
592-000-629.900	SEWER PENALTY & INTEREST	30,885.75	37,037.09	43,590.00	43,590.00	20,361.33	2,981.57	46.71
592-000-630.000	OVERHEAD ON WORK ORDERS	(957.52)	(957.52)	1,000.00	1,000.00	0.00	0.00	0.00
592-000-665.000	INTEREST ON INVESTMENTS	31,594.16	97,617.31	60,000.00	60,000.00	39,675.56	0.00	66.13
592-000-665.560	INTEREST ON INVEST/WS CAP IMP FD	0.00	0.00	50.00	50.00	0.00	0.00	0.00
592-000-673.000	GAIN/LOSS-SALE OF FIXED ASSETS	0.00	0.00	(10,000.00)	(10,000.00)	0.00	0.00	0.00
592-000-680.000	OTHER INCOME	0.00	0.00	10,000.00	10,000.00	452.01	452.01	4.52
592-000-696.550	BOND PREMIUM AMORTIZATION	18,626.22	24,834.96	24,835.00	24,835.00	18,626.22	2,069.58	75.00
592-000-699.000	APPROP OF PR YR FUND BALANCE	0.00	0.00	383,435.00	433,105.00	0.00	0.00	0.00
Total Dept 000 - GENERAL REVENUES		3,721,222.26	4,644,261.63	5,382,260.00	5,471,930.00	3,899,053.82	342,843.43	71.26
Revenues		3,721,222.26	4,644,261.63	5,382,260.00	5,471,930.00	3,899,053.82	342,843.43	71.26
Account Category: Expenditures								
Department: 261 ADMINISTRATION								
592-261-706.000	SALARY & WAGES/ FULL TIME	167,285.84	199,028.67	198,205.00	198,205.00	68,104.55	6,990.85	34.36
592-261-706.050	SALARY & WAGES/PART TIME	17,183.63	23,392.00	32,905.00	32,905.00	20,740.66	2,830.24	63.03
592-261-706.100	SALARY & WAGES/SICK	1,452.50	7,830.47	7,025.00	7,025.00	1,452.52	0.00	20.68
592-261-706.150	SALARY & WAGES/IN-LIEU HEALTH	1,110.33	1,110.33	850.00	1,260.00	1,255.77	0.00	99.66
592-261-706.300	SALARY & WAGES/RETENTION	4,024.96	4,331.20	2,875.00	3,710.00	3,705.01	0.00	99.87
592-261-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	1,650.00	1,650.00	0.00	0.00	0.00
592-261-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	6,670.00	6,670.00	0.00	0.00	0.00
592-261-707.000	SALARY & WAGES/TEMP-SEASONAL	4,276.35	5,856.62	5,600.00	5,600.00	18.78	0.00	0.34
592-261-709.000	SALARY & WAGES/OVERTIME	5,668.34	6,281.44	8,350.00	8,350.00	5,646.11	114.17	67.62
592-261-721.000	FRINGE BENEFITS	78,295.45	97,654.80	112,970.00	112,970.00	33,757.90	3,892.95	29.88
592-261-721.500	POST RETIREMENT BENEFITS	50,206.50	66,942.00	61,445.00	61,445.00	46,082.79	5,120.31	75.00
592-261-725.000	EMPLOYEE TESTING & LICENSING	0.00	0.00	1,000.00	1,000.00	70.00	70.00	7.00
592-261-725.500	MEAL ALLOWANCE	0.00	0.00	0.00	50.00	8.00	0.00	16.00
592-261-728.000	POSTAGE	5,060.97	8,227.66	7,700.00	7,700.00	6,710.44	725.64	87.15
592-261-740.000	OPERATING SUPPLIES	3,876.37	4,701.22	5,000.00	5,000.00	3,496.69	0.00	69.93
592-261-815.000	ADMINISTRATIVE SERVICES	191,250.00	255,000.00	262,650.00	262,650.00	191,250.00	21,250.00	72.82
592-261-818.000	CONTRACTUAL SERVICES	40,765.94	52,070.06	55,000.00	55,000.00	52,743.31	2,506.32	95.90
592-261-818.150	CONT SVCS/CITY ATTY - SPECIAL	0.00	0.00	4,000.00	4,000.00	0.00	0.00	0.00
592-261-818.480	CONT SRVC/BULK WATER RATE CHARGE	294,568.31	477,935.50	532,520.00	532,520.00	421,195.06	36,058.93	79.09
592-261-818.485	CONT SRVC/BULK WATER FIXED CHARGE	413,000.00	708,000.00	702,710.00	702,710.00	314,000.00	62,800.00	44.68
592-261-818.500	CONT SRVC/MONTHLY FIXED SEWER CHARGE	1,064,024.12	1,418,650.70	1,535,740.00	1,535,740.00	945,670.88	118,208.86	61.58
592-261-818.536	CONT SRVC/IWC SURCHARGE	31,418.08	47,127.12	44,500.00	44,500.00	27,951.56	0.00	62.81
592-261-818.551	CONT SRVC/WTUA ADDITIONAL CAPACITY	156,593.40	203,571.42	187,915.00	187,915.00	109,615.38	0.00	58.33
592-261-818.900	CONT SRVC/BANK ANALYSIS FEES	4,077.53	7,001.69	7,000.00	7,000.00	2,600.08	1,310.08	37.14
592-261-850.000	COMMUNICATIONS	13,325.85	18,469.08	30,000.00	30,000.00	12,842.15	2,174.85	42.81
592-261-864.000	CONFERENCES & MEETINGS	0.00	0.00	5,000.00	5,000.00	829.00	0.00	16.58
592-261-900.000	PRINTING & PUBLISHING	0.00	0.00	10,000.00	10,000.00	1,400.00	0.00	14.00
592-261-920.000	PUBLIC UTILITIES	(571.50)	(571.50)	7,000.00	7,000.00	176.01	38.80	2.51

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdg Used
Fund: 592 WATER SEWER FUND								
Account Category: Expenditures								
Department: 261 ADMINISTRATION								
592-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	10,376.98	43,291.39	45,000.00	45,000.00	0.00	0.00	0.00
592-261-957.000	TRAINING EXPENSES	2,036.70	6,059.30	15,000.00	15,000.00	7,046.46	0.00	46.98
592-261-958.000	MEMBERSHIPS & DUES	6,721.30	8,231.98	9,000.00	9,000.00	6,551.56	0.00	72.80
592-261-959.000	DEPRECIATION	393,750.00	525,000.00	525,000.00	525,000.00	393,750.00	43,750.00	75.00
592-261-960.000	INSURANCE & BONDS	15,000.03	20,000.04	20,400.00	20,400.00	16,553.07	1,839.23	81.14
592-261-965.313	CONTRIB TO 12 LTGO REF DBT FD	70,165.00	0.00	0.00	0.00	0.00	0.00	0.00
592-261-965.316	CONTRIB TO 2015 CAP IMP DEBT FD	226,590.00	0.00	0.00	0.00	223,000.00	223,000.00	100.00
592-261-965.560	CONTRIBUTION TO W/S CAPITAL IMP FD	600,000.03	0.00	0.00	0.00	600,000.03	66,666.67	100.00
592-261-968.000	BOND DISCOUNT AMORTIZATION	7,020.00	9,360.00	9,360.00	9,360.00	7,020.00	780.00	75.00
592-261-994.313	INTEREST/2012 LTGO REF DBT FD	0.00	2,100.00	2,100.00	2,100.00	0.00	0.00	0.00
592-261-994.316	INTEREST/2015 CAP IMP DEBT FD	0.00	21,300.00	21,300.00	21,300.00	0.00	0.00	0.00
592-261-998.313	PAYING AGENT FEES/12 LTGO REF DBT FD	0.00	500.00	0.00	0.00	0.00	0.00	0.00
592-261-998.316	PAYING AGENT FEES/2015 CAP IMP DEBT	0.00	290.00	290.00	290.00	0.00	0.00	0.00
Total Dept 261 - ADMINISTRATION		3,878,553.01	4,248,743.19	4,483,730.00	4,485,025.00	3,525,243.77	600,127.90	78.60
Department: 536 TRUNK & LATERAL								
592-536-706.000	SALARY & WAGES/ FULL TIME	28,734.53	49,890.70	31,430.00	51,430.00	56,568.74	4,637.37	109.99
592-536-706.100	SALARY & WAGES/SICK	0.00	601.73	1,360.00	1,360.00	321.34	0.00	23.63
592-536-706.300	SALARY & WAGES/RETENTION	234.37	234.37	400.00	400.00	243.77	0.00	60.94
592-536-706.350	SALARY & WAGES/PAGER PAY	900.03	900.03	550.00	1,550.00	1,376.26	0.00	88.79
592-536-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
592-536-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	1,210.00	1,210.00	0.00	0.00	0.00
592-536-707.000	SALARY & WAGES/TEMP-SEASONAL	2,788.98	4,148.82	7,800.00	7,800.00	4,087.28	868.90	52.40
592-536-709.000	SALARY & WAGES/OVERTIME	875.98	1,206.25	1,000.00	1,000.00	314.53	0.00	31.45
592-536-721.000	FRINGE BENEFITS	12,790.91	22,143.49	19,765.00	19,765.00	21,781.95	2,103.26	110.20
592-536-721.500	POST RETIREMENT BENEFITS	9,716.31	12,955.08	12,395.00	12,395.00	9,296.19	1,032.91	75.00
592-536-725.500	MEAL ALLOWANCE	28.48	28.48	50.00	50.00	15.00	0.00	30.00
592-536-740.000	OPERATING SUPPLIES	3,184.38	3,330.99	10,000.00	10,000.00	870.98	0.00	8.71
592-536-818.000	CONTRACTUAL SERVICES	3,600.00	26,437.50	45,000.00	45,000.00	962.50	0.00	2.14
592-536-850.000	COMMUNICATIONS	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
592-536-920.000	PUBLIC UTILITIES	397.87	514.70	1,000.00	1,000.00	341.50	77.94	34.15
592-536-940.000	EQUIPMENT RENTAL - FORCE ACCT	976.13	31,257.40	45,000.00	45,000.00	0.00	0.00	0.00
592-536-940.100	EQUIPMENT RENTAL / SUPPLEMENTAL	141,880.00	153,880.00	153,880.00	153,880.00	115,409.97	12,823.33	75.00
Total Dept 536 - TRUNK & LATERAL		206,107.97	307,529.54	332,840.00	353,840.00	211,590.01	21,543.71	59.80
Department: 537 MAINS MAINTENANCE								
592-537-706.000	SALARY & WAGES/ FULL TIME	33,002.44	56,608.61	41,835.00	56,835.00	63,316.19	5,445.04	111.40
592-537-706.100	SALARY & WAGES/SICK	0.00	898.22	1,800.00	1,800.00	267.87	0.00	14.88
592-537-706.300	SALARY & WAGES/RETENTION	195.37	195.37	195.00	220.00	203.17	0.00	92.35
592-537-706.350	SALARY & WAGES/PAGER PAY	750.23	750.23	715.00	1,415.00	1,407.19	0.00	99.45
592-537-706.550	SALARY & WAGES/WATER LICENSE BONUS	1,500.00	1,500.00	1,500.00	1,500.00	1,000.00	0.00	66.67
592-537-707.000	SALARY & WAGES/TEMP-SEASONAL	3,712.56	5,522.68	7,105.00	7,105.00	5,420.17	1,156.55	76.29
592-537-709.000	SALARY & WAGES/OVERTIME	2,393.97	4,718.13	8,125.00	13,125.00	12,515.37	0.00	95.36
592-537-721.000	FRINGE BENEFITS	15,315.92	26,187.48	26,325.00	26,325.00	27,504.83	2,499.14	104.48
592-537-721.500	POST RETIREMENT BENEFITS	12,933.00	17,244.00	16,500.00	16,500.00	12,374.64	1,374.96	75.00
592-537-725.500	MEAL ALLOWANCE	55.00	211.00	500.00	525.00	513.65	0.00	97.84
592-537-740.000	OPERATING SUPPLIES	15,780.16	24,720.16	35,000.00	35,000.00	25,947.22	436.18	74.13
592-537-818.000	CONTRACTUAL SERVICES	0.00	2,845.00	45,000.00	45,000.00	14,209.24	2,530.00	31.58
592-537-930.000	REPAIRS & MAINTENANCE	1,984.00	2,959.00	15,000.00	15,000.00	3,829.35	0.00	25.53
592-537-940.000	EQUIPMENT RENTAL - FORCE ACCT	1,979.50	20,265.29	25,000.00	25,000.00	0.00	0.00	0.00

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Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 592 WATER SEWER FUND								
Account Category: Expenditures								
Department: 537 MAINS MAINTENANCE								
592-537-958.000	MEMBERSHIPS & DUES	1,067.51	1,302.51	1,500.00	1,500.00	95.00	0.00	6.33
Total Dept 537 - MAINS MAINTENANCE		90,669.66	165,927.68	226,100.00	246,850.00	168,603.89	13,441.87	68.30
Department: 538 METER MAINTENANCE								
592-538-706.000	SALARY & WAGES/ FULL TIME	22,609.84	36,888.90	39,250.00	39,250.00	38,465.50	3,753.14	98.00
592-538-706.100	SALARY & WAGES/SICK	0.00	915.41	1,700.00	1,700.00	0.00	0.00	0.00
592-538-706.300	SALARY & WAGES/RETENTION	0.00	0.00	185.00	185.00	0.00	0.00	0.00
592-538-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	675.00	675.00	599.98	0.00	88.89
592-538-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	1,510.00	1,510.00	0.00	0.00	0.00
592-538-707.000	SALARY & WAGES/TEMP-SEASONAL	3,483.49	5,181.87	2,860.00	3,660.00	5,027.10	1,085.21	137.35
592-538-709.000	SALARY & WAGES/OVERTIME	98.97	186.15	500.00	500.00	493.68	157.92	98.74
592-538-721.000	FRINGE BENEFITS	14,826.39	22,815.34	24,685.00	24,685.00	20,181.64	2,362.10	81.76
592-538-721.500	POST RETIREMENT BENEFITS	7,195.50	9,594.00	15,485.00	15,485.00	6,820.74	757.86	44.05
592-538-740.000	OPERATING SUPPLIES	207.51	4,141.32	60,000.00	60,000.00	8,447.87	1,940.00	14.08
592-538-818.000	CONTRACTUAL SERVICES	29,714.11	76,671.53	17,500.00	97,500.00	17,206.05	2,274.15	17.65
592-538-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	5,851.45	12,000.00	12,000.00	0.00	0.00	0.00
Total Dept 538 - METER MAINTENANCE		78,135.81	162,245.97	176,350.00	257,150.00	97,242.56	12,330.38	37.82
Department: 539 SERVICE MAINTENANCE								
592-539-706.000	SALARY & WAGES/ FULL TIME	6,998.73	12,449.64	8,935.00	9,335.00	14,721.64	1,299.83	157.70
592-539-706.100	SALARY & WAGES/SICK	0.00	252.73	385.00	385.00	53.46	0.00	13.89
592-539-706.300	SALARY & WAGES/RETENTION	39.01	39.01	25.00	45.00	40.56	0.00	90.13
592-539-706.350	SALARY & WAGES/PAGER PAY	149.74	149.74	150.00	350.00	329.04	0.00	94.01
592-539-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	300.00	300.00	0.00	0.00	0.00
592-539-707.000	SALARY & WAGES/TEMP-SEASONAL	792.65	1,179.15	1,425.00	1,425.00	1,144.04	246.98	80.28
592-539-709.000	SALARY & WAGES/OVERTIME	116.24	621.11	1,500.00	1,500.00	1,108.90	0.00	73.93
592-539-721.000	FRINGE BENEFITS	3,085.42	5,560.16	5,100.00	5,200.00	5,908.52	584.07	113.63
592-539-721.500	POST RETIREMENT BENEFITS	2,761.56	3,682.08	3,525.00	3,525.00	2,642.22	293.58	74.96
592-539-725.500	MEAL ALLOWANCE	0.00	14.88	0.00	5.00	1.12	0.00	22.40
592-539-740.000	OPERATING SUPPLIES	0.00	0.00	10,000.00	15,000.00	14,489.12	0.00	96.59
592-539-818.000	CONTRACTUAL SERVICES	525.00	525.00	65,000.00	25,000.00	23,320.00	4,500.00	93.28
592-539-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	7,314.32	15,000.00	15,000.00	0.00	0.00	0.00
Total Dept 539 - SERVICE MAINTENANCE		14,468.35	31,787.82	111,345.00	77,070.00	63,758.62	6,924.46	82.73
Department: 540 HYDRANT MAINTENANCE								
592-540-706.000	SALARY & WAGES/ FULL TIME	7,243.06	11,226.85	9,795.00	9,795.00	10,487.87	849.80	107.07
592-540-706.100	SALARY & WAGES/SICK	0.00	69.89	425.00	425.00	53.65	0.00	12.62
592-540-706.300	SALARY & WAGES/RETENTION	39.14	39.14	50.00	50.00	40.70	0.00	81.40
592-540-706.350	SALARY & WAGES/PAGER PAY	150.27	150.27	150.00	250.00	209.75	0.00	83.90
592-540-706.550	SALARY & WAGES/WATER LICENSE BONUS	0.00	0.00	50.00	50.00	0.00	0.00	0.00
592-540-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	350.00	350.00	0.00	0.00	0.00
592-540-707.000	SALARY & WAGES/TEMP-SEASONAL	868.99	1,292.76	1,000.00	1,000.00	1,269.84	270.74	126.98
592-540-709.000	SALARY & WAGES/OVERTIME	0.00	0.00	450.00	450.00	0.00	0.00	0.00
592-540-721.000	FRINGE BENEFITS	3,220.48	5,048.27	6,160.00	6,160.00	4,214.36	424.96	68.41
592-540-721.500	POST RETIREMENT BENEFITS	3,027.78	4,037.04	3,865.00	3,865.00	2,896.74	321.86	74.95
592-540-725.500	MEAL ALLOWANCE	0.00	0.00	100.00	100.00	0.00	0.00	0.00
592-540-740.000	OPERATING SUPPLIES	18.60	18.60	12,500.00	12,500.00	196.15	0.00	1.57
592-540-930.000	REPAIRS & MAINTENANCE	0.00	0.00	5,000.00	5,000.00	0.00	0.00	0.00
592-540-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	5,851.45	12,000.00	12,000.00	0.00	0.00	0.00
Total Dept 540 - HYDRANT MAINTENANCE		14,568.32	27,734.27	51,895.00	51,995.00	19,369.06	1,867.36	37.25

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Balance As of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 592 WATER SEWER FUND								
Account Category: Expenditures								
	Expenditures	4,282,503.12	4,943,968.47	5,382,260.00	5,471,930.00	4,085,807.91	656,235.68	74.67
Fund 592 - WATER SEWER FUND:								
TOTAL REVENUES		3,721,222.26	4,644,261.63	5,382,260.00	5,471,930.00	3,899,053.82	342,843.43	
TOTAL EXPENDITURES		4,282,503.12	4,943,968.47	5,382,260.00	5,471,930.00	4,085,807.91	656,235.68	
NET OF REVENUES & EXPENDITURES:		(561,280.86)	(299,706.84)	0.00	0.00	(186,754.09)	(313,392.25)	
BEG. FUND BALANCE		14,987,812.08	14,688,105.24	14,688,105.24	14,688,105.24	14,688,105.24		
END FUND BALANCE		14,426,531.22	14,388,398.40	14,688,105.24	14,688,105.24	14,501,351.15		

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Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 661 EQUIPMENT FUND								
Account Category: Revenues								
Department: 000 GENERAL REVENUES								
661-000-665.000	INTEREST ON INVESTMENTS	4,731.25	7,844.82	750.00	750.00	190.16	0.00	25.35
661-000-673.000	GAIN/LOSS-SALE OF FIXED ASSETS	52,877.20	52,877.20	5,000.00	35,400.00	35,359.40	0.00	99.89
661-000-674.208	CONTRIBUTION FROM RECREATION	14,197.50	18,930.00	18,930.00	18,930.00	13,014.36	1,446.04	68.75
661-000-675.000	RENTAL FEES - FORCE ACCT	200,027.72	812,381.33	721,315.00	721,315.00	0.00	0.00	0.00
661-000-675.100	RENTAL FEES - FORCE ACCOUNT - HOUSIN	0.00	0.00	590.00	590.00	0.00	0.00	0.00
661-000-675.200	RENTAL FEES / SUPPLEMENTAL BILLING	255,898.00	348,489.20	269,398.00	269,398.00	257,162.94	28,573.66	95.46
661-000-680.000	OTHER INCOME	45.70	185.99	1,000.00	2,440.00	2,440.00	0.00	100.00
661-000-683.000	INSURANCE PROCEEDS	1,571.80	3,031.72	0.00	205.00	203.00	0.00	99.02
661-000-684.200	BUILDING RENTAL - MSD MECHANIC BAY	11,475.00	11,475.00	11,480.00	11,480.00	11,475.00	0.00	99.96
Total Dept 000 - GENERAL REVENUES		540,824.17	1,255,215.26	1,028,463.00	1,060,508.00	319,844.86	30,019.70	30.16
Revenues		540,824.17	1,255,215.26	1,028,463.00	1,060,508.00	319,844.86	30,019.70	30.16
Account Category: Expenditures								
Department: 261 ADMINISTRATION								
661-261-706.000	SALARY & WAGES/ FULL TIME	3,179.15	4,101.68	5,820.00	5,820.00	2,312.64	199.60	39.74
661-261-706.100	SALARY & WAGES/SICK	0.00	0.00	250.00	250.00	0.00	0.00	0.00
661-261-706.300	SALARY & WAGES/RETENTION	0.00	0.00	50.00	50.00	0.00	0.00	0.00
661-261-706.350	SALARY & WAGES/PAGER PAY	0.00	0.00	100.00	100.00	0.00	0.00	0.00
661-261-706.600	SALARY & WAGES/VACATION PAYOFF	0.00	0.00	225.00	225.00	0.00	0.00	0.00
661-261-707.000	SALARY & WAGES/TEMP-SE ASOML	516.33	768.04	2,775.00	2,775.00	745.22	160.87	26.85
661-261-709.000	SALARY & WAGES/OVERTIME	124.48	168.07	125.00	175.00	130.73	0.00	74.70
661-261-721.000	FRINGE BENEFITS	1,485.66	1,983.81	3,660.00	3,660.00	1,117.82	132.78	30.54
661-261-721.500	POST RETIREMENT BENEFITS	1,798.47	2,397.96	2,295.00	2,295.00	1,721.07	191.23	74.99
661-261-740.000	OPERATING SUPPLIES	82,171.37	116,703.85	112,000.00	112,000.00	110,092.03	8,869.41	98.30
661-261-745.000	FUEL & OIL	74,281.17	97,195.98	85,400.00	85,400.00	47,105.11	5,170.66	55.16
661-261-750.000	OPERATING SUPPLIES/SOFTWARE	0.00	0.00	500.00	500.00	0.00	0.00	0.00
661-261-760.000	OPERATING SUPPLIES/TOOLS	0.00	0.00	500.00	500.00	0.00	0.00	0.00
661-261-815.000	ADMINISTRATIVE SERVICES	46,125.00	61,500.00	63,350.00	63,350.00	46,125.00	5,125.00	72.81
661-261-818.000	CONTRACTUAL SERVICES	67,950.62	98,736.83	85,000.00	85,000.00	34,937.94	1,326.80	41.10
661-261-850.000	COMMUNICATIONS	1,885.24	2,586.13	5,000.00	5,000.00	1,615.04	220.21	32.30
661-261-864.000	CONFERENCES & MEETINGS	0.00	0.00	500.00	500.00	0.00	0.00	0.00
661-261-930.000	REPAIRS & MAINTENANCE	8,765.69	8,765.69	25,000.00	25,000.00	19,610.72	0.00	78.44
661-261-939.000	EQUIPMENT RENTAL	1,065.00	1,065.00	1,000.00	1,000.00	0.00	0.00	0.00
661-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	0.00	3,000.00	3,000.00	0.00	0.00	0.00
661-261-959.000	DEPRECIATION	217,500.03	290,000.04	290,000.00	290,000.00	217,500.03	24,166.67	75.00
661-261-960.000	INSURANCE & BONDS	44,250.03	59,000.04	59,000.00	59,000.00	62,903.16	6,989.24	106.62
661-261-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	34,765.00	65,495.00	0.00	0.00	0.00
661-261-977.000	CAP OUTLAY/EQUIPMENT	132.19	15,800.19	217,045.00	217,045.00	3,790.39	0.00	1.75
661-261-994.001	INTEREST ON CAPITAL LEASE	35,841.87	39,674.81	31,103.00	32,368.00	32,977.55	0.00	101.88
Total Dept 261 - ADMINISTRATION		587,072.30	800,448.12	1,028,463.00	1,060,508.00	582,684.45	52,552.47	54.94
Expenditures		587,072.30	800,448.12	1,028,463.00	1,060,508.00	582,684.45	52,552.47	54.94
Fund 661 - EQUIPMENT FUND:								
TOTAL REVENUES		540,824.17	1,255,215.26	1,028,463.00	1,060,508.00	319,844.86	30,019.70	
TOTAL EXPENDITURES		587,072.30	800,448.12	1,028,463.00	1,060,508.00	582,684.45	52,552.47	
NET OF REVENUES & EXPENDITURES:		(46,248.13)	454,767.14	0.00	0.00	(262,839.59)	(22,532.77)	
BEG. FUND BALANCE		1,887,602.87	2,342,370.01	2,342,370.01	2,342,370.01	2,342,370.01		

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Balance As Of 03/31/2024

GL Number	Description	YTD Balance 03/31/2023 Norm (Abnorm)	End Balance 06/30/2023	23-24 Original Budget	23-24 Amended Budget	YTD Balance 03/31/2024 Norm (Abnorm)	Activity For 03/31/2024 Incr (Decr)	% Bdgt Used
Fund: 661 EQUIPMENT FUND								
END FUND BALANCE		1,841,354.74	2,797,137.15	2,342,370.01	2,342,370.01	2,079,530.42		
Report Totals:								
TOTAL REVENUES - ALL FUNDS		18,298,497.55	22,397,307.14	24,932,898.00	25,019,133.00	18,320,092.67	815,772.93	
TOTAL EXPENDITURES - ALL FUNDS		15,659,079.26	21,400,932.27	24,932,898.00	25,019,133.00	16,076,734.16	2,109,193.39	
NET OF REVENUES & EXPENDITURES:		2,639,418.29	996,374.87	0.00	0.00	2,243,358.51	(1,293,420.46)	