

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES REGULAR MEETING**

Tuesday, September 28, 2021  
7:00 PM



**CALL TO ORDER AT \_\_\_\_\_ P.M.**

**A. ROLL CALL:** Kurt Heise\_\_\_\_\_, Mark Clinton\_\_\_\_\_, Chuck Curmi\_\_\_\_\_,  
Bob Doroshewitz\_\_\_\_\_, Jerry Vorva\_\_\_\_\_, Audrey Monaghan\_\_\_\_\_,  
John Stewart\_\_\_\_\_

**B. PLEDGE OF ALLEGIANCE**

**C. APPROVAL OF AGENDA**

Tuesday, September 14, 2021

**D. APPROVAL OF CONSENT AGENDA**

**D.1 Approval of Minutes:**

a) Regular Meeting – Tuesday, September 14, 2021

**D.2 Approval of Township Bills:**

<b>FUND</b>	<b>ACCT</b>	<b>ALREADY PAID</b>	<b>TO BE PAID</b>	<b>TOTAL:</b>
General Fund	<b>101</b>	<b>513,321.91</b>	<b>372,337.08</b>	<b>885,658.99</b>
Drug Forfeiture Federal	<b>262</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
Drug Forfeiture State	<b>265</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>

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Drug Forfeiture IRS	<b>266</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
Improvement Revolving (Capital)	<b>446</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
Senior Transportation	<b>588</b>	<b>5,531.25</b>	<b>955.98</b>	<b>6,487.23</b>
Water/Sewer Fund	<b>592</b>	<b>333,502.31</b>	<b>37,581.48</b>	<b>371,083.79</b>
Solid Waste Fund	<b>596</b>	<b>4,797.67</b>	<b>114,010.84</b>	<b>118,808.51</b>
Tax Pool	<b>703</b>	<b>126,018.64</b>	<b>.00</b>	<b>126,018.64</b>
Police Bond Fund	<b>710</b>	<b>1,614.00</b>	<b>.00</b>	<b>1,614.00</b>
Special Assessment Capital	<b>805</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<b>TOTALS:</b>		<b>984,785.78</b>	<b>524,885.38</b>	<b>1,509,671.16</b>

**E. PUBLIC COMMENT *(Limited to 3 Minutes)***

**F. NEW BUSINESS**

1. Appointment of Gail Grieger to the Planning Commission, **Resolution #2021-09-28-65**, *Supervisor Kurt Heise*
2. Discussion on American Rescue Plan Act Funding Options, *Supervisor Kurt Heise, Treasurer Mark Clinton, and DPW Director Patrick Fellrath*

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3. General Government FY2022 Proposed Budget, *Supervisor Kurt Heise and Finance Director Finance Director Ginger Moriarty*
4. Request for Proposals for Audit Services, *Supervisor Kurt Heise and Finance Director Ginger Moriarty*
5. Future Sidewalk Gap Project Prioritization, *Township Engineer Jeremy Schrot*

**G. PUBLIC COMMENT (*Limited to 3 Minutes*)**

**H. BOARD COMMENTS**

**I. ADJOURNMENT**

PLEASE TAKE NOTE: The Charter Township of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at all Township Meetings, to individuals with disabilities at the Meetings/Hearings upon two weeks' notice to the Charter Township of Plymouth by writing or calling the following: Human Resource Office, 9955 N Haggerty Road, Plymouth, MI 48170. Phone number (734) 354-3202 TDD units: 1-800649-3777 (Michigan Relay Services)

**The public is invited and encouraged to attend all meetings of the Board of Trustees  
of the Charter Township of Plymouth**

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES MEETING**

**PROPOSED MINUTES**

Tuesday, September 14, 2021

7:00 PM



**CALL TO ORDER AT 7:00 P.M.**

**A. ROLL CALL: PRESENT:** Kurt Heise, Supervisor  
Mark Clinton, Treasurer  
Jerry Vorva, Clerk,  
Chuck Curmi, Trustee  
Bob Doroshewitz, Trustee  
John Stewart, Trustee  
Audrey Monaghan, Trustee

**ALSO PRESENT:** Dan Phillips, Fire Chief  
Thomas Tiderington, Police Chief  
Kevin Bennett, Township Attorney  
Ginger Moriarty, Director of Finance  
Denisa Terrell, Recording Secretary  
10 Members of the Public

**B. PLEDGE OF ALLEGIANCE** Jason Vorva

**C. APPROVAL OF AGENDA**

Tuesday, September 14, 2021

Moved by Clerk Vorva and seconded by Trustee Monaghan to approve the agenda for the Board of Trustees meeting of September 14, 2021.

Ayes all.

**D. APPROVAL OF CONSENT AGENDA**

**D.1 Approval of Minutes**

a) Regular Meeting -Tuesday, August 24, 2021

Trustee Curmi spoke on minute corrections that were needed. Trustee Doroshewitz Advised the minutes were already corrected.

**D.2 Consent Agenda**

a) 2021 Arbor Day Resolution, **Resolution # 2021-09-14-59,**  
*Supervisor Kurt Heise*

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES MEETING**

Tuesday, September 14, 2021

7:00 PM

**PROPOSED MINUTES**

- b) Resolution of Support for Joy/McClumpha Safety Improvements,  
**Resolution # 2021-09-14-60, Supervisor Kurt Heise**
- c) Appointment of Timothy Boyd to the Planning Commission,  
**Resolution # 2021-09-14-61, Supervisor Kurt Heise**
- d) Appointment of Steve Bassett to the Zoning Board of Appeals,  
**Resolution # 2021-09-14-62, Supervisor Kurt Heise**
- e) Appointment of Paul Fessler as Alternate to the Zoning Board of Appeals, **Resolution # 2021-09-14-63, Supervisor Kurt Heise**

**D.3 Acceptance of Communications, Correspondence & Reports**

Communications from Supervisor:

Draft FY2022-23 Township Budget

Correspondence

September 2, 2021 letter from Jack Dempsey

Reports

- Building Department Monthly Report – August 2021
- Fire Department Monthly Report - August 2021
- Planning Department Monthly Report August 2021
- Police Department Monthly Report - August 2021
- FOIA Monthly Report - Clerk's Office - August 2021
- FOIA Monthly Report - Police Department – August 2021

**D.4 Approval of Township Bills:**

<b>FUND</b>	<b>ACCT</b>	<b>ALREADY PAID</b>	<b>TO BE PAID</b>	<b>TOTAL:</b>
General Fund	<b>101</b>	<b>697,119.51</b>	<b>145,032.94</b>	<b>842,152.45</b>
Drug Forfeiture Federal	<b>262</b>	<b>.00</b>	<b>36,983.00</b>	<b>36,983.00</b>
Drug Forfeiture State	<b>265</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>

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**PROPOSED MINUTES**

Drug Forfeiture Fund	<b>265</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
Drug Forfeiture IRS	<b>266</b>	<b>.00</b>	<b>472.05</b>	<b>472.05</b>
Improvement Revolving (Capital)	<b>446</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
Senior Transportation	<b>588</b>	<b>5,127.96</b>	<b>210.00</b>	<b>5,337.96</b>
Water/Sewer Fund	<b>592</b>	<b>52,423.87</b>	<b>506,751.67</b>	<b>559,175.54</b>
Solid Waste Fund	<b>596</b>	<b>4,732.91</b>	<b>100,407.57</b>	<b>105,140.48</b>
Police Bond Fund	<b>702</b>	<b>800.00</b>	<b>.00</b>	<b>800.00</b>
Tax Pool	<b>703</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
Police Bond Fund	<b>710</b>	<b>500.00</b>	<b>.00</b>	<b>500.00</b>
Special Assessment Capital	<b>805</b>	<b>10,000.00</b>	<b>14,942.31</b>	<b>14,216.50</b>
<b>TOTALS:</b>		<b>759,904.25</b>	<b>803,601.68</b>	<b>1,563,505.93</b>

Moved by Clerk Vorva and seconded by Treasurer Clinton to approve the Consent Agenda for the Board of Trustees meeting of September 14, 2021.

Roll Call

Ayes all.

**E. PUBLIC COMMENT (*Limited to 3 Minutes*)**

Trustee Stewart advised Bill Pratt passed away. He requested a moment of silence in acknowledgment of his passing.

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PROPOSED MINUTES

Mr. Zantop indicated he has not received an apology from Trustee Stewart.

**F. NEW BUSINESS**

1. FY 2022/23 Police Budget Discussions, *Finance Director Ginger Moriarty and Police Chief Tom Tiderington*

Chief Tiderington presented the budget for 2022. There will not be any significant changes from the previous years' budget. He reviewed details that are distinct from the previous year such as vehicle purchases from the forfeiture funds. He shared the information on the added Plymouth Township task force of Homeland Security which will be housed at the DPW building. Chief Tiderington also advised a department goal to be accredited in 2022. It was shared that officers are mandated to take an implicit bias and culture training implemented last year. He answered follow-up questions from the Board of Trustees.

2. FY 2022/23 Fire Budget Discussions, *Finance Director Ginger Moriarty and Fire Chief Dan Phillips*

Chief Phillips presented the budget for the fire department. There are no staffing changes. The most significant changes in the budget from last year include the replacement of the water heater and furnace at fire station #1, replace 6 firefighter turnout gear, replace the dashboard with a new Bryx 911 service, and replace the tube heaters at fire station #2. He also provided details of emergency medical service run trends including the shortage of paramedics. There will be an open house on October 16<sup>th</sup>. Chief Phillips answered questions from the Board of Trustees.

3. Annual Mileage Rate Approval, **Resolution #2021-09-14-64**, *Treasurer Mark Clinton*

Treasurer Clinton presented the annual mileage rate. He recommended raising the mileage rate by two mills as already voted to account for public safety and avoid pulling from the general operating budget. He advised Plymouth Township is paying three mills below the average of other communities in Western Wayne County in taxes. Trustee Curmi

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PROPOSED MINUTES

would like to reduce the tax rate by 1% or 2/10 versus lowering the tax administration fee.

It was moved by Clerk Vorva and supported by Trustee Stewart to approve Resolution 2021-09-14-64 hereby approving the 2021 tax rate request form L-4029 as completed by Treasurer Clinton with a millage request of 5.1485 to be levied on December 1, 2021, and to authorize the Township Clerk and Supervisor to sign the form and submit it to the Wayne County Equalization Division prior to the September 30, 2021 deadline.

Roll Call

AYES: Trustee Stewart, Trustee Monaghan, Trustee Doroshewitz, Clerk Vorva, Treasurer Clinton, Supervisor Heise.

NAY: Trustee Curmi.

Motion Passed.

**F. PUBLIC COMMENT *(Limited to 3 Minutes)***

Mr. Seals requested additional information to most effectively address the issue of no sidewalk crossings or stop signs on Joy Road for students at Plymouth Canton Schools with the county.

Supervisor Heise provided his email and also advised of meeting with the County Commissioner.

**G. BOARD COMMENTS**

- Clerk Vorva shared with the Board. the extensive FOIA request received from a St. Louis law firm submitted to the Clerk's office. The projected cost to complete the requested information is estimated to be \$14,000.
- Treasurer Clinton expressed his gratitude to his team Amy Hammye and Claudia Devoto for the hard work during tax season. Together they processed more than \$40 million dollars within a week.
- Trustee Monaghan thanked the police, fire, treasurer department, and the director of finance, Ginger Moriarty for the budget presentations.
- Trustee Curmi shared that Davey's that is contracted with DTE was trimming red oak trees. He shared that it is not responsible to do so as oak wilt disease spreads in the current weather conditions. He also inquired if trustees may attend the HOA meeting scheduled for



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PROPOSED MINUTES

September 22nd. Supervisor Heise advised being mindful of the Open Meetings Act would limit the number of attendees to less than four trustees. It is an informal meeting. Trustees Curmi also inquired about the debrief on the Elks Club planning. It was explained by Supervisor Heise that Toll Brothers is engaged in due diligence with community outreach. Nothing has been submitted to the planning commission at this point.

- Supervisor Heise acknowledged Bill Pratt's passing away. He advised that Commissioner Pratt served on the planning commission and an appointment will be required.

September 28<sup>th</sup> is the next Board of Trustees' scheduled meeting.

Ginger will speak on the general fund budget at the meeting. There will also be a discussion on Covid fund priorities, and sidewalk gap planning. There will be a discussion on water billing.

The 911 ceremony had great attendance.

Supervisor Heise also thanked Ginger for her hard work on the budget.

**H. ADJOURNMENT**

Moved by Clerk Vorva and supported by Trustee Monaghan to adjourn the meeting at 8:26 p.m.

All Ayes

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Jerry Vorva, Town

BOARD DATE

9/28/2021

FUND NAME	FUND NUMBER	TOTAL INC PAYROLL	PAYROLL &		INVOICES PAID AFTER BOARD REVIEW
			INVOICES PAID PRIOR TO MEETING	INVOICES PAID AFTER BOARD REVIEW	
GENERAL FUND	101	885,658.99	513,321.91		372,337.08
DRUG FORFEITURE	262	-	-		
DRUG FORFEITURE	265	-	-		
DRUG FORFEITURE	266	-	-		
IMPROV. REV.	446	-	-		
SENIOR TRANSPORTATION	588	6,487.23	5,531.25		955.98
WATER & SEWER	592	371,083.79	333,502.31		37,581.48
SWD	596	118,808.51	4,797.67		114,010.84
TAX POOL	703	126,018.64	126,018.64		
POLICE BOND FUND	710	1,614.00	1,614.00		
SPECIAL ASSESS CAPITAL	805	-	-		
<b>TOTAL</b>		<b>1,509,671.16</b>	<b>984,785.78</b>		<b>524,885.38</b>

GRAND TOTAL 1,509,671.16

BR 9/22/21  
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## Charter Township of Plymouth AP Invoice Listing - Board Report

### VENDOR INFORMATION

### INVOICE INFORMATION

<b>Advanced Satellite Communications</b>		<b>Invoice Amount:</b>	<b>\$841.19</b>
PANIC BUTTON FOR ASSESSING DEPT. - # 8410		<b>Check Date:</b>	<b>09/28/2021</b>
101-257-801.000	PANIC BUTTON FOR ASSESSING DEPT #8410		841.19
<b>ALLIE BROTHERS UNIFORMS</b>		<b>Invoice Amount:</b>	<b>\$10,790.96</b>
INV. 84305 8/31/2021 HONOR GUARD UNIFORM		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-767.000	UNIFORM DRESS JACKET		1,919.94
101-301-767.000	UNIFORM DRESS PANTS		539.94
101-301-767.000	UNIFORM BROWN BELT		419.94
101-301-767.000	UNIFORM CROSS STRAP		275.94
101-301-767.000	UNIFORM D RINGS		113.94
101-301-767.000	UNIFORM CUFF CASE		215.94
101-301-767.000	UNIFORM MAG CASE		299.94
101-301-767.000	UNIFORM HOLSTER WITH HOOD		593.94
101-301-767.000	UNIFORM SHOES		660.00
101-301-767.000	UNIFORM GARRISON CAP		431.94
101-301-767.000	UNIFORM GLOVES WHITE		48.00
101-301-767.000	UNIFORM TRENCH COAT		1,560.00
101-301-767.000	UNIFORM CITATION CORD		120.00
101-301-767.000	UNIFORM SUNGLASSES		180.00
101-301-767.000	UNIFORM BREAST BADGE		1,332.00
101-301-767.000	UNIFORM HAT BADGE		962.50
101-301-767.000	UNIFORM TIE		42.00
101-301-767.000	UNIFORM BELT HOOKS		360.00
101-301-767.000	NAME BARS		135.00
101-301-767.000	UNIFORM ALTERATIONS - TAPER		300.00
101-301-767.000	UNIFORM ALTERATIONS - BRAID ON PANTS		90.00
101-301-767.000	UNIFORM ALTERATIONS - LENGTHEN SLEEVES		25.00
101-301-767.000	UNIFORM ALTERATIONS - LET OUT PANTS		15.00
101-301-767.000	UNIFORM BRAID DRESS COAT		150.00
<b>ALPHAGRAPHICS #336</b>		<b>Invoice Amount:</b>	<b>\$90.28</b>
CASE JACKETS WHITE 28# 9 X 12 BOOKLET EST		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-752.000	250 CASE JCKT - 1 COLOR FRONT/BLACK INK		90.28
<b>ANTAL, ROBERT</b>		<b>Invoice Amount:</b>	<b>\$99.95</b>
REIMBURSEMENT FOR GOLF CART COVER FOR P		<b>Check Date:</b>	<b>09/28/2021</b>
101-751-757.000	GOLF CART COVER		99.95
<b>APOLLO FIRE EQUIPMENT</b>		<b>Invoice Amount:</b>	<b>\$5,412.00</b>
INV # 106868 4500 PSI 45 MIN LOW PROFILE CY		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-757.000	INV # 106868 4500 PSA 45MIN PRO CYLINDER		5,412.00
<b>BATTERIES PLUS BULBS</b>		<b>Invoice Amount:</b>	<b>\$6.25</b>
SALES # P42980198 BATTERIES		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-757.000	# P42980198 AAA BATTERIES ULTRA		6.25
<b>BELL EQUIPMENT COMPANY</b>		<b>Invoice Amount:</b>	<b>\$203.43</b>
REPAIR OF SEWER CAMERAS		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-931.000	LABOR AND PARTS		203.43
<b>BERRYMAN, LISA A.</b>		<b>Invoice Amount:</b>	<b>\$2,000.00</b>
LIFE INSURANCE (BELSKY) BENEFICIARY PAYME		<b>Check Date:</b>	<b>09/28/2021</b>
101-261-877.000	LIFE INS. BENEFICIARY PAYMENT (BELSKY)		2,000.00
<b>BLACKWELL FORD INC.</b>		<b>Invoice Amount:</b>	<b>\$207.60</b>
INV. 381084 9/2/2021 VEHICLE REPAIR/106438		<b>Check Date:</b>	<b>09/28/2021</b>

# Charter Township of Plymouth AP Invoice Listing - Board Report

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## VENDOR INFORMATION

## INVOICE INFORMATION

	101-301-863.000	REPLCED FUEL PUMP	207.60
<b>BLACKWELL FORD INC.</b>		<b>Invoice Amount:</b>	<b>\$282.37</b>
INV. 380373 8/31/2021 VEHICLE REPAIR/106809		<b>Check Date:</b>	<b>09/28/2021</b>
	101-301-863.000	REMOVE & REPLACE TURBOCHARGER ASSEMB	282.37
<b>BLACKWELL FORD INC.</b>		<b>Invoice Amount:</b>	<b>\$17.50</b>
INV. 381185 9/7/2021 VEHICLE REPAIR/108165		<b>Check Date:</b>	<b>09/28/2021</b>
	101-301-863.000	MOUNT & BALANCE TIRE ON WHEEL	17.50
<b>CHLORIDE SOLUTIONS LLC</b>		<b>Invoice Amount:</b>	<b>\$3,885.00</b>
DUST CONTROL PROGRAM 2021		<b>Check Date:</b>	<b>09/28/2021</b>
	101-441-801.000	DUST CONTROL PROGRAM 2021	3,885.00
<b>CINTAS CORPORATION - 300</b>		<b>Invoice Amount:</b>	<b>\$247.83</b>
INV. 4095472113 9/10/2021 MAT SERVICE FOR		<b>Check Date:</b>	<b>09/28/2021</b>
	101-301-822.000	Mats for pd	247.83
<b>CORPORATE CLEANING GROUP INC</b>		<b>Invoice Amount:</b>	<b>\$405.00</b>
INV.#18224 DPW/SENIOR CENTER AUG CLEANIN		<b>Check Date:</b>	<b>09/28/2021</b>
	592-537-822.000	INV#18224 DPW/SENIOR CLEANING AUG 2021	345.00
	101-673-822.000	INV#18224 DPW/SENIOR CLEANING AUG 2021	60.00
<b>CORPORATE CLEANING GROUP INC</b>		<b>Invoice Amount:</b>	<b>\$2,318.88</b>
INV.#18202 TWP HALL CLEANING FOR AUGUST		<b>Check Date:</b>	<b>09/28/2021</b>
	101-301-822.000	INV#18202 AUG TWP HALL CLEANING 2021	1,020.31
	101-336-822.000	INV#18202 AUG TWP HALL CLEANING 2021	92.76
	592-536-822.000	INV#18202 AUG TWP HALL CLEANING 2021	208.70
	101-265-822.000	INV#18202 AUG TWP HALL CLEANING 2021	997.11
<b>CORRIGAN OIL COMPANY</b>		<b>Invoice Amount:</b>	<b>\$2,263.41</b>
#7316170 7/21/2021		<b>Check Date:</b>	<b>09/28/2021</b>
	592-537-759.000	Fuel Tax Recap	11.73
	592-537-759.000	Environmental Fee	6.95
	592-537-759.000	GE87 GAS-ETHANOL	1,256.05
	592-537-759.000	DYDLSMIX	988.68
<b>CORRIGAN OIL COMPANY</b>		<b>Invoice Amount:</b>	<b>\$2,118.05</b>
#7351980 9/10/21		<b>Check Date:</b>	<b>09/28/2021</b>
	592-537-759.000	Fuel Tax Recap	10.75
	592-537-759.000	Environmental Fee	6.95
	592-537-759.000	GE87 GAS-ETHANOL	1,252.55
	592-537-759.000	DYDLSMIX	847.80
<b>Corporate Benefit Solutions, LLC</b>		<b>Invoice Amount:</b>	<b>\$281.71</b>
SEPTEMBER 2021 MONTHLY PREMIUM FOR BENE		<b>Check Date:</b>	<b>09/28/2021</b>
	101-171-805.000	BENEXPRESS ENROLLMENT	400.00
	101-171-805.000	UNUM BENX CREDIT	(118.29)
<b>CRIMBOLI LANDSCAPING, INC.</b>		<b>Invoice Amount:</b>	<b>\$18,425.00</b>
2021 HOA TREE PLANTING PROGRAM		<b>Check Date:</b>	<b>09/28/2021</b>
	101-701-801.000	TREES - HOMEOWNER ASSOCIATIONS	18,425.00
<b>CRIMBOLI LANDSCAPING, INC.</b>		<b>Invoice Amount:</b>	<b>\$16,250.00</b>
2021 ARC TREES - SHELDON RD.		<b>Check Date:</b>	<b>09/28/2021</b>
	101-701-801.000	ARC GRANT TREES - SHELDON RD.	16,250.00

# Charter Township of Plymouth AP Invoice Listing - Board Report

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## VENDOR INFORMATION

## INVOICE INFORMATION

<b>CRIMBOLI LANDSCAPING, INC.</b>		<b>Invoice Amount:</b>	<b>\$14,300.00</b>
2021 RESIDENTIAL TREE PLANTING PROGRAM		<b>Check Date:</b>	<b>09/28/2021</b>
101-701-801.000	TREES - RESIDENTIAL HOMEOWNERS		14,300.00
<b>Denny's Service Center</b>		<b>Invoice Amount:</b>	<b>\$552.93</b>
#871940 - SENIOR TRANS VEHICLE REPAIR (D		<b>Check Date:</b>	<b>09/28/2021</b>
588-596-863.000	LABOR AND PARTS-# 871940		552.93
<b>ETNA SUPPLY</b>		<b>Invoice Amount:</b>	<b>\$4,110.59</b>
LEAD SERVICE LINE PICK UP #S104072123.002		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-938.000	3/4X100FT COPPER K SOFT COIL		4,110.59
<b>ETNA SUPPLY</b>		<b>Invoice Amount:</b>	<b>\$210.00</b>
MUELLER LOWER VALVE PLATE #S103768926.00		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-938.000	MUELLER LOWER VALVE PLATE		210.00
<b>GFL Environmental USA, Inc.</b>		<b>Invoice Amount:</b>	<b>\$6,360.66</b>
1661574 - AUG 2021 RESIDENTIAL YARD WASTE		<b>Check Date:</b>	<b>09/28/2021</b>
596-528-815.000	235.58 TONS @ 27.00/TON - AUG 2021		6,360.66
<b>GFL Environmental USA, Inc.</b>		<b>Invoice Amount:</b>	<b>\$107,617.36</b>
51586834 - AUG 2021 - RESIDENTIAL COLLECTI		<b>Check Date:</b>	<b>09/28/2021</b>
596-528-815.000	AUG 2021 TRASH		69,645.20
596-528-815.000	AUG 2021 RECYCLING		19,340.96
596-528-815.000	AUG 2021 YARD WASTE		18,631.20
<b>General Linen &amp; Uniform Service</b>		<b>Invoice Amount:</b>	<b>\$21.00</b>
INV. 0349289 7/14/2021 PRISONER BLANKET CL		<b>Check Date:</b>	<b>09/28/2021</b>
101-351-822.000	Blanket Cleaning		13.50
101-351-822.000	DELIVERY CHARGE		7.50
<b>General Linen &amp; Uniform Service</b>		<b>Invoice Amount:</b>	<b>\$32.25</b>
INV. 0356072 9/1/2021 PRISONER BLANKET CLE		<b>Check Date:</b>	<b>09/28/2021</b>
101-351-822.000	Blanket Cleaning		24.75
101-351-822.000	DELIVERY CHARGE		7.50
<b>Great Lakes Ace Hardware</b>		<b>Invoice Amount:</b>	<b>\$4.36</b>
INV # 7333/876 PUSH SWITCH ON/OFF / BUKIS		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-757.000	INV # 7333/876 PUSH SWITCH		4.36
<b>Great Lakes Ace Hardware</b>		<b>Invoice Amount:</b>	<b>\$28.48</b>
INV # 7329/876 BATTERY ALK 16PK LT CONELY		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-757.000	INV # 7329/876 BATTERY ALK AA 16PK		28.48
<b>Great Lakes Ace Hardware</b>		<b>Invoice Amount:</b>	<b>\$42.74</b>
GREAT LAKES ACE HARDWARE INV # 7270/876(		<b>Check Date:</b>	<b>09/28/2021</b>
101-751-757.000	INV. # 7270/876 (PARKS)		42.74
<b>Great Lakes Ace Hardware</b>		<b>Invoice Amount:</b>	<b>\$5.99</b>
GREAT LAKES ACE HARDWARE INV # 7298/876(		<b>Check Date:</b>	<b>09/28/2021</b>
101-751-757.000	INV. # 7298/876 (PARKS)		5.99
<b>GreatAmerica Financial Services</b>		<b>Invoice Amount:</b>	<b>\$452.58</b>
ORIG FEE, STD PMT, FREIGHT, TRANS BILLING S		<b>Check Date:</b>	<b>09/28/2021</b>
101-215-940.000	STD PMT		447.28
101-215-940.000	FREIGHT		5.30

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**VENDOR INFORMATION**

**INVOICE INFORMATION**

<b>HALT FIRE INC</b>		<b>Invoice Amount:</b>	<b>\$1,160.02</b>
INV# S0092938 SERVICE USAR-4 SIREN INOPE		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-863.000	INV#S0092938 LABOR-SHOP		535.50
101-336-863.000	DRIVER SIREN		537.08
101-336-863.000	MISC. SHOP SUPPLIES		12.00
101-336-863.000	FREIGHT		27.44
101-336-863.000	MILEAGE		48.00
<b>HALT FIRE INC</b>		<b>Invoice Amount:</b>	<b>\$3,778.45</b>
INV# S0093309 SERVICE R3 STRUTS/ROD BUS		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-863.000	INV#S0093309 LABOR-SHOP		1,656.00
101-336-863.000	BUSHING KIT TRACK ROD		87.10
101-336-863.000	STRUT 1.5 PARTS		919.92
101-336-863.000	STRUTS 1.5 PARTS		919.92
101-336-863.000	BEARING SPACER		41.51
101-336-863.000	FREIGHT		119.00
101-336-863.000	MISC. SHOP SUPPLIES		35.00
<b>Hallahan &amp; Associates, PC</b>		<b>Invoice Amount:</b>	<b>\$18.14</b>
INVOICE # 18881 ASSESSING LEGAL SERVICES		<b>Check Date:</b>	<b>09/28/2021</b>
101-257-806.000	INV. # 18881 - ASSESS. LEGAL AUGUST 2021		18.14
<b>BENNETT &amp; DEMOPOULOS, PLLC</b>		<b>Invoice Amount:</b>	<b>\$11,490.25</b>
LEGAL SERVICES - AUGUST 2021		<b>Check Date:</b>	<b>09/28/2021</b>
101-261-807.000	ORDINANCE PROSECUTIONS		5,853.75
101-701-806.000	COMMUNITY DEVELOPMENT		2,572.50
101-261-806.000	ADMINISTRATION		2,730.00
101-261-806.000	SOLID WASTE		315.00
101-261-806.000	MISCELLANEOUS		19.00
<b>HYDRO CORP</b>		<b>Invoice Amount:</b>	<b>\$1,851.00</b>
CROSS CONNECTION CONTROL PROGRAM AUGU		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-801.000	CROSS CONNECTION PROGRAM AUGUST 2021		1,851.00
<b>IMEG Corp.</b>		<b>Invoice Amount:</b>	<b>\$4,995.50</b>
SE UPGRADE 08/01 - 08/31		<b>Check Date:</b>	<b>09/28/2021</b>
592-536-831.000	SE UPGRADE INV#21005276.00-02		4,995.50
<b>J &amp; B MEDICAL SUPPLY INC</b>		<b>Invoice Amount:</b>	<b>\$112.68</b>
ORDER # 581548 MEDICAL SUPPLIES		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-773.000	NORMAL SALINE FLUSH 12 ML SYRINGE 60 X 5		59.50
101-336-773.000	3M LITTMANN LIGHTWEIGHT II S.E. STETHOS		53.18
<b>J &amp; B MEDICAL SUPPLY INC</b>		<b>Invoice Amount:</b>	<b>\$95.49</b>
ORDER # 581548 MEDICAL SUPPLIES		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-773.000	PHILIPS FILTERLINE SET ADULT/PEDIATRIC M		46.23
101-336-773.000	ADSCOPE 604 INFANT CLINICIAN STETHOSCO		49.26
<b>JB Contractors, Inc.</b>		<b>Invoice Amount:</b>	<b>\$154,546.55</b>
PROGRESS PAYMENT #6 - SIDEWALK REPL. PR		<b>Check Date:</b>	<b>09/28/2021</b>
101-441-970.000	CAT. 1 - SIDEWALK GAP - N. TERRITORIAL		97,750.20
101-441-970.000	CAT. 7 - GOLFVIEW PARK DDA		16,494.81
101-441-970.000	CAT. 2 - SIDEWALK GAP-MC CLUMPHA		9,902.54
101-336-970.000	CAT. 8 - FIRE ST. #3 - TRENCH DRAIN		19,870.00
592-537-938.000	CAT 4 - W&S ENGINEERING SIDEWALKS		2,560.00
592-537-938.000	CAT 4 - RICHARD DRIVE		3,276.00
101-751-970.000	CAT 4 - LAKEPOINTE SOCCER PARK SIDEWALK		4,693.00

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## VENDOR INFORMATION

## INVOICE INFORMATION

<b>KNIGHT TECHNOLOGY GROUP, INC.</b>		<b>Invoice Amount:</b>	<b>\$1,500.00</b>
DATTO CLOUD BACKUP SUBSCRIPTION FOR 202		<b>Check Date:</b>	<b>09/28/2021</b>
101-261-831.000	CLOUD BACKUP MONTHLY SUBSCRIPTION-202		1,500.00
<b>KNIGHT TECHNOLOGY GROUP, INC.</b>		<b>Invoice Amount:</b>	<b>\$150.00</b>
FIREWALL MONITORING SEP 2021 - INVOICE# 1		<b>Check Date:</b>	<b>09/28/2021</b>
101-261-831.000	FIREWALL MONITORING - SEP 2021		150.00
<b>KONICA MINOLTA BUSINESS SOLUTIONS</b>		<b>Invoice Amount:</b>	<b>\$59.48</b>
#275021195 8/30/21		<b>Check Date:</b>	<b>09/28/2021</b>
101-171-934.000	C454e Copier Maintenance		12.49
101-228-934.000	Maint.		2.38
101-371-934.000	Maint.		2.97
596-528-934.000	Maint.		2.97
592-536-934.000	Maint		38.67
<b>KONICA MINOLTA BUSINESS SOLUTIONS</b>		<b>Invoice Amount:</b>	<b>\$32.94</b>
PRINTER/COPIER - SUPERVISOR/BOARD PACKET		<b>Check Date:</b>	<b>09/28/2021</b>
101-171-934.000	7/21 USE SUPERVISOR #9008017594 (2/3)		21.74
101-215-934.000	67/21 USE CLERK #9008017594 (1/3)		11.20
<b>KONICA MINOLTA BUSINESS SOLUTIONS</b>		<b>Invoice Amount:</b>	<b>\$79.47</b>
#275108156 8/31/21		<b>Check Date:</b>	<b>09/28/2021</b>
101-171-934.000	C454e Copier Maintenance		16.69
101-228-934.000	Maint.		3.18
101-371-934.000	Maint.		3.97
596-528-934.000	Maint.		3.97
592-536-934.000	Maint		51.66
<b>LB Office</b>		<b>Invoice Amount:</b>	<b>\$50.00</b>
INV # 039319-00 CUSTOM SIGN		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-752.000	INV # 039319-00 CUSTOM SIGN		50.00
<b>Landfall Navigation</b>		<b>Invoice Amount:</b>	<b>\$2,324.85</b>
INV # 566051A GOLD RESCUE SUITS/BLACK WA		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-773.000	INV # 566051A RESCUE SUITS		2,085.00
101-336-773.000	1ST RESPONDER WATER HELMET		239.85
<b>Lee Contracting, Inc.</b>		<b>Invoice Amount:</b>	<b>\$3,000.00</b>
COUNTRY ACRES PUMP STATION PAY ESTIMATE		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-970.000	COUNTRY ACRES PUMP STATION #2		3,000.00
<b>AutoZone, Inc.</b>		<b>Invoice Amount:</b>	<b>\$60.38</b>
INV # 4382602138 BOSCH ENVISION WIP		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-863.000	INV # 4382602138 BOSCH ENVISION WIP		60.38
<b>AutoZone, Inc.</b>		<b>Invoice Amount:</b>	<b>\$15.66</b>
INV # 4382602839 - AIR FRESHENER 'BOMBS' F		<b>Check Date:</b>	<b>09/28/2021</b>
101-751-757.000	INV # 4382602839 - AIR FRESHENER 'BOMBS'		15.66
<b>AutoZone, Inc.</b>		<b>Invoice Amount:</b>	<b>\$29.74</b>
#4382608399 9/10/21		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-863.000	DIESEL EXHAUST F		29.74
<b>Midwest Netting Solutions, Inc.</b>		<b>Invoice Amount:</b>	<b>\$12,283.77</b>
INSTALL 3 NEW NETTING PANELS - REMOVAL OF		<b>Check Date:</b>	<b>09/28/2021</b>
101-751-970.000	INV. # 965		12,283.77



# Charter Township of Plymouth

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### VENDOR INFORMATION

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<b>MCKENNA ASSOCIATES INC</b>		<b>Invoice Amount:</b>	<b>\$1,655.00</b>
PROFESSIONAL SERVICES AUGUST 2021 - 9004		<b>Check Date:</b>	<b>09/28/2021</b>
101-701-801.000	SEN. PLANNER (PREP & ATTEND MEEETINGS)		605.00
101-701-801.000	LANDSCAPE/INSPEC. PLYMOUTH PLAZA		350.00
101-701-801.000	LANDSCAPE/INSPEC. BANK OF ANN ARBOR		350.00
101-701-801.000	LANDSCAPE/INSPEC. BURROUGHS BLDG		350.00
<b>MCKENNA ASSOCIATES INC</b>		<b>Invoice Amount:</b>	<b>\$4,522.00</b>
PROFESSIONAL SERVICES - AUGUST 2021- INV		<b>Check Date:</b>	<b>09/28/2021</b>
101-701-801.000	11.90 - 1/2 DAY ON-SITE SERVICES		4,522.00
<b>MICHIGAN CAT</b>		<b>Invoice Amount:</b>	<b>\$2,031.63</b>
PARTS/REPAIR/LABOR FOR CATERPI SD1259464		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-931.000	Parts and labor, preventive maintenance		2,031.63
<b>MICHIGAN APCO</b>		<b>Invoice Amount:</b>	<b>\$350.00</b>
INV. 2021-34 7-24-2021 MICHIGAN 9-1-1 STATE		<b>Check Date:</b>	<b>09/28/2021</b>
101-325-958.000	FULL REGISTRATION 10/24-10/27 KALAMAZOO		350.00
<b>M G F O A</b>		<b>Invoice Amount:</b>	<b>\$120.00</b>
MGFOA ANNUAL DUES		<b>Check Date:</b>	<b>09/28/2021</b>
101-191-957.000	MGFOA ANNUAL DUES		120.00
<b>MICHIGAN, STATE OF</b>		<b>Invoice Amount:</b>	<b>\$227.12</b>
QUALITY ASSUR ASSESSMENT ON RESCUE VEHI		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-863.000	INV # 491-398924 AMBULANCE ASSESSMENT		227.12
<b>Ferguson Waterworks</b>		<b>Invoice Amount:</b>	<b>\$6,881.04</b>
METER QUOTE		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-787.000	NED2F11RPEG11 1 T10 MTER PC USG X		6,881.04
<b>MICHIGAN LINEN SERVICE</b>		<b>Invoice Amount:</b>	<b>\$84.35</b>
UNIFORMS 9/10/21 #454094		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-767.000	9/10/21		84.35
<b>MICHIGAN LINEN SERVICE</b>		<b>Invoice Amount:</b>	<b>\$84.35</b>
UNIFORMS 9/3/21 #453664		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-767.000	9/3/21		84.35
<b>OBSERVER &amp; ECCENTRIC NEWSPAPERS</b>		<b>Invoice Amount:</b>	<b>\$933.96</b>
TREE ORDINANCE & SEPT 2, 2021 ZBA MEETING		<b>Check Date:</b>	<b>09/28/2021</b>
101-215-901.000	TREE ORDINANCE		857.94
101-215-901.000	09/02/21 ZBA MEETING		76.02
<b>OFFICE DEPOT</b>		<b>Invoice Amount:</b>	<b>\$95.99</b>
INV. 194326177001 9/9/2021 OFFICE SUPPLIES		<b>Check Date:</b>	<b>09/28/2021</b>
101-325-752.000	LITERATURE RACK		95.99
<b>OFFICE DEPOT</b>		<b>Invoice Amount:</b>	<b>\$72.31</b>
OFFICE SUPPLIES AUG 21		<b>Check Date:</b>	<b>09/28/2021</b>
592-536-752.000	BINDER FLEXVIEW .5		10.00
592-536-752.000	BINDERS 1 IN		35.16
592-536-752.000	ENVELOPES		27.15
<b>OFFICE DEPOT</b>		<b>Invoice Amount:</b>	<b>\$11.96</b>
OFFICE SUPPLIES		<b>Check Date:</b>	<b>09/28/2021</b>



**Charter Township of Plymouth  
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	101-336-752.000	IC® GLIDE™ EXACT RETRACTABLE BALLPOIN	11.96
<b>OFFICE DEPOT</b>		<b>Invoice Amount:</b>	<b>\$71.40</b>
OFFICE SUPPLIES		<b>Check Date:</b>	<b>09/28/2021</b>
	101-336-752.000	SCOTCH® MAGIC™ INVISIBLE TAPE, 3/4" X 10	17.98
	101-336-752.000	SCOTCH® HEAVY-DUTY SHIPPING PACKING T	27.01
	101-336-752.000	OFFICE DEPOT® BRAND PERFORATED WRITI	5.58
	101-336-752.000	QUALITY PARK® DAB-N-SEAL ENVELOPE MOIS	2.60
	101-336-752.000	OFFICE DEPOT® BRAND PERFORATED WRITI	2.74
	101-336-752.000	POST-IT® NOTES, 4" X 6", LINED, CANARY Y	15.49
<b>OFFICE DEPOT</b>		<b>Invoice Amount:</b>	<b>\$424.35</b>
INV. #185843277001; # 190654283001; #19065		<b>Check Date:</b>	<b>09/28/2021</b>
	588-596-752.000	#06112011 - ADDRESS LABELS	8.11
	588-596-752.000	#0196517 - BOISE COPY PAPER	41.18
	588-596-752.000	#0894076 - HP 80X - DUAL CARTRIDGES	301.74
	588-596-752.000	#0725453 - ASTROBRIGHT MIXED COLOR PAP	13.79
	596-528-752.000	#0475248 - PLAIN DIVIDERS/ABS/LABELS(2)	25.88
	101-751-752.000	# 0568748 - PACKING TAPE (2)	10.90
	101-751-752.000	#0843787 - STICKY NOTES	4.95
	101-751-752.000	#0987172 - WHITE OUT TAPES (4)	9.96
	101-171-752.000	#0203349 - SHARPIE FINE POINT BLACK	7.84
<b>OFFICE DEPOT</b>		<b>Invoice Amount:</b>	<b>\$18.99</b>
INV. #185843277001; # 190654283001; #19065		<b>Check Date:</b>	<b>09/28/2021</b>
	588-596-752.000	#WAU91398 - ASTROBRIGHT CARD STOCK MI	18.99
<b>OFFICE DEPOT</b>		<b>Invoice Amount:</b>	<b>\$19.24</b>
INV. #185843277001; # 190654283001; #19065		<b>Check Date:</b>	<b>09/28/2021</b>
	588-596-752.000	#PAP6137406 - CORREC. TAPE (10 PK)	19.24
<b>ORCHARD, HILTZ, &amp; MCCLIMENT, INC.</b>		<b>Invoice Amount:</b>	<b>\$925.00</b>
DPW PARKING LOT ANALYSIS CONCEPTUAL COS		<b>Check Date:</b>	<b>09/28/2021</b>
	592-536-803.000	DPW PARKING LOT ANALYSIS CONCEPTUAL C	925.00
<b>PELTZ SODDING</b>		<b>Invoice Amount:</b>	<b>\$102.60</b>
SOD #196580 8/11/21		<b>Check Date:</b>	<b>09/28/2021</b>
	592-537-938.000	SOD 196580	102.60
<b>CHARTER TWSP OF PLYMOUTH</b>		<b>Invoice Amount:</b>	<b>\$3,424.19</b>
SENIOR TRANSPORTATION - AUGUST 2021		<b>Check Date:</b>	<b>09/28/2021</b>
	101-673-860.000	SENIOR TRANS 8/21	3,424.19
<b>PLYMOUTH-CANTON COMMUNITY SCHOOLS</b>		<b>Invoice Amount:</b>	<b>\$340.63</b>
INV#003593 AUGUST FUEL BUILDING DEPT.		<b>Check Date:</b>	<b>09/28/2021</b>
	101-371-759.000	INV#003593 AUGUST FUEL BLD. DEPT	340.63
<b>PROGRESSIVE PRINTING</b>		<b>Invoice Amount:</b>	<b>\$2,126.00</b>
FALL 2021 NEWSLETTER - INVOICE # 64874		<b>Check Date:</b>	<b>09/28/2021</b>
	101-261-900.000	FALL 2021 NEWSLETTER 15,765 COPIES)	1,766.00
	101-261-900.000	FALL 2021 NEWSLETTER LAYOUT	360.00
<b>AIRGAS USA, LLC</b>		<b>Invoice Amount:</b>	<b>\$419.05</b>
INV # 9982097360 OXYGEN		<b>Check Date:</b>	<b>09/28/2021</b>
	101-336-773.000	INV # 9982097360 RENT CYL MED LARGE OX	316.36
	101-336-773.000	MED XS OXYGEN	60.45
	101-336-773.000	HAZMAT CHARGE	42.24

# Charter Township of Plymouth

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<b>RELIABLE LANDSCAPING INC.</b>		<b>Invoice Amount:</b>	<b>\$4,685.00</b>
INV#94707 APRIL LAWN CARE 2021		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-821.000	FIRE STATION 2		480.00
101-336-821.000	FIRE STATION 3		360.00
592-537-821.000	DPW		420.00
101-673-821.000	FRIENDSHIP STATION		200.00
101-751-821.000	LAKE POINTE SOCCER PARK		2,010.00
101-751-821.000	MILLER FAMILY PARK		545.00
101-751-821.000	BRENTWOOD PARK		420.00
101-751-821.000	POINT PARK		250.00
<b>RELIABLE LANDSCAPING INC.</b>		<b>Invoice Amount:</b>	<b>\$7,175.00</b>
INV#96522 LAWN CARE AUGUST 2021		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-821.000	FIRE STATION 2		585.00
101-336-821.000	FIRE STATION 3		565.00
592-537-821.000	DPW		650.00
101-673-821.000	FRIENDSHIP STATION		655.00
101-751-821.000	LAKE POINTE SOCCER PARK		2,805.00
101-751-821.000	MILLER FAMILY PARK		925.00
101-751-821.000	BRENTWOOD PARK		625.00
101-751-821.000	POINT PARK		365.00
<b>RELIABLE LANDSCAPING INC.</b>		<b>Invoice Amount:</b>	<b>\$7,835.00</b>
INV#95701 JULY LAWN CARE 2021		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-821.000	FIRE STATION 2		585.00
101-336-821.000	FIRE STATION 3		565.00
592-537-821.000	DPW		650.00
101-673-821.000	FRIENDSHIP STATION		655.00
101-751-821.000	LAKE POINTE SOCCER PARK		2,990.00
101-751-821.000	MILLER FAMILY PARK		1,000.00
101-751-821.000	BRENTWOOD PARK		800.00
101-751-821.000	POINT PARK		590.00
<b>SIGNATURE FORD, L-M</b>		<b>Invoice Amount:</b>	<b>\$36,983.00</b>
2021 FORD POLICE INTERCEPTOR UTILITY AWD		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-970.000	UTILITY ALL WHEEL DRIVE - CODE:K8A/500A		35,356.00
101-301-970.000	AGATE BLACK CODE: UM		0.50
101-301-970.000	INTERIOR TRIM CHARCOAL BLACK CODE: 96		0.50
101-301-970.000	REAR CONSOLE PLATE CODE: 85R		45.00
101-301-970.000	DARK CAR FEATURE CODE: 43D		20.00
101-301-970.000	SPOT LAMP - DUAL LED BULBS WHELEN 51V		665.00
101-301-970.000	NOISE SUPPRESSION BONDS CODE:60R		100.00
101-301-970.000	REAR VIEW CAMERA CODE:87R		0.50
101-301-970.000	GLOBAL LOCK/UNLOCK CODE: 18D		0.50
101-301-970.000	REAR DOOR HANDLES CODE: 68G		75.00
101-301-970.000	LOCK SYSTEM KEYED ALIKE 1284X=59B		50.00
101-301-970.000	PRE-COLLISION ASSIST CODE: 76P		145.00
101-301-970.000	MIRRORS - HEATED CODE: 549		60.00
101-301-970.000	REVERSE SENSING CODE: 76R		275.00
101-301-970.000	CLASS III TRAILER TOW LIGHTING CODE:52T		80.00
101-301-970.000	H8 AGM BATTERY (900 CCA/92 AMP) CODE:19		110.00
<b>STRYKER SALES CORPORATION</b>		<b>Invoice Amount:</b>	<b>\$124.64</b>
INV # 3516462M LARYNGOSCOPE, BLADES		<b>Check Date:</b>	<b>09/28/2021</b>
101-336-773.000	INV # 3516462M LARYNGOSCOPE, BLADES		124.64

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**VENDOR INFORMATION**

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<b>NAPA Auto Parts</b>		<b>Invoice Amount:</b>	<b>\$214.16</b>
#2698-753933 8/27/21 VEHICLE MAINTENANCE		<b>Check Date:</b>	<b>09/28/2021</b>
592-537-863.000	SUPPLIES		214.16
<b>W.J.O'NEIL COMPANY</b>		<b>Invoice Amount:</b>	<b>\$967.70</b>
INV#37851 RTU SECOND FLOOR REPAIR		<b>Check Date:</b>	<b>09/28/2021</b>
101-265-930.000	INV#37851 SECOND FLOOR RTU REPAIR		967.70
<b>WASTE MANAGEMENT</b>		<b>Invoice Amount:</b>	<b>\$1,003.00</b>
0002464-1717-4 TWP FACILITIES - SEP 2021 FEE		<b>Check Date:</b>	<b>09/28/2021</b>
101-751-824.000	TWP PARK TRASH/RECYCLE		306.00
101-336-824.000	FIRE STN 3 TRASH		25.00
101-265-824.000	TWP HALL TRASH/RECYCLE		170.00
592-536-824.000	DPW TRASH		68.00
101-751-824.000	HILL TOP TRASH/RECYCLE		134.00
101-336-824.000	FIRE STN 2 TRASH		25.00
101-673-824.000	FRIENDSHIP STATION TRASH		25.00
101-751-824.000	EXTRA PICKUP- TWP PARK		250.00
<b>WCA ASSESSING</b>		<b>Invoice Amount:</b>	<b>\$1,019.39</b>
WCA ASSESSING AUGUST 2021 SPECIAL BILLING		<b>Check Date:</b>	<b>09/28/2021</b>
101-257-801.000	AUGUST 2021 SPECIAL BILLING - APPRAISAL		1,019.39
<b>WCA ASSESSING</b>		<b>Invoice Amount:</b>	<b>\$25,582.50</b>
APPRAISAL SERVICES RENDERED - OCTOBER 20		<b>Check Date:</b>	<b>09/28/2021</b>
101-257-801.000	Appraisal Services Rendered (Contract)		25,425.83
101-257-801.000	Co-Star Services		156.67
<b>Thomas Reuters -WEST PAYMENT CENTER</b>		<b>Invoice Amount:</b>	<b>\$312.82</b>
INV. 844922585 9/1/2021 WEST INFORMATION		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-958.000	AUGUST 1-31, 2021		312.82
<b>Great Lakes Water Authority</b>		<b>Invoice Amount:</b>	<b>\$136.29</b>
GLWA - INDUSTRIAL WASTE CONTROL BILL 8/1/		<b>Check Date:</b>	<b>09/28/2021</b>
592-538-827.000	GLWA - INDUSTRIAL WASTE CONTROL BILL		136.29
<b>WINDER POLICE EQUIPMENT</b>		<b>Invoice Amount:</b>	<b>\$2,474.18</b>
INV. 211642 8/31/2021 SERVICES PERFORMED O		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-863.000	INSTALL NEW VEH EQUIP - LEGACY LIGHTBAR		2,407.68
101-301-863.000	LIGHTBAR MOUNTING STRAPS		66.50
<b>WINDER POLICE EQUIPMENT</b>		<b>Invoice Amount:</b>	<b>\$825.00</b>
INV. 211635 8/18/2021 SERVICES PERFORMED O		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-863.000	REMOVAL OF EMERGENCY/NON-EMERGENCY E		25.00
101-301-863.000	REMOVAL OF EQUIP/LABOR 1		700.00
101-301-863.000	REMOVAL OF EQUIP/TECH #3		100.00
<b>WINDER POLICE EQUIPMENT</b>		<b>Invoice Amount:</b>	<b>\$2,460.00</b>
INV. 211636 8/31/2021 SERVICES PERFORMED O		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-863.000	INSTALL OF VEH EQUIP/LABOR TECH 3		1,200.00
101-301-863.000	INSTALL OF VEH EQUIP/LABOR TECH 4		1,260.00
<b>WINDER POLICE EQUIPMENT</b>		<b>Invoice Amount:</b>	<b>\$2,460.00</b>
INV. 211637 8/31/2021 SERVICES PERFORMED O		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-863.000	INSTALL OF VEH EQUIP/LABOR TECH 3		1,200.00
101-301-863.000	INSTALL OF VEH EQUIP/LABOR TECH 4		1,260.00

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<b>WINDER POLICE EQUIPMENT</b>		<b>Invoice Amount:</b>	<b>\$1,975.66</b>
INV. 211638 8/31/2021 SERVICES PERFORMED O		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-863.000	INSTALL NEW PURCHASED EQUIPMENT		1,975.66
<b>WINDER POLICE EQUIPMENT</b>		<b>Invoice Amount:</b>	<b>\$1,975.66</b>
INV. 211639 8/31/2021 SERVICES PERFORMED O		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-863.000	INSTALL NEW PURCHASED EQUIPMENT		1,975.66
<b>WINDER POLICE EQUIPMENT</b>		<b>Invoice Amount:</b>	<b>\$1,858.50</b>
INV. 211640 8/31/2021 SERVICES PERFORMED O		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-863.000	INSTALL NEW PURCHASED EQUIPMENT		1,858.50
<b>WINDER POLICE EQUIPMENT</b>		<b>Invoice Amount:</b>	<b>\$1,987.00</b>
INV. 211641 8/31/2021 SERVICES PERFORMED O		<b>Check Date:</b>	<b>09/28/2021</b>
101-301-863.000	INSTALL NEW PURCHASED EQUIPMENT		1,987.00
<b>FOUNDATION SYSTEMS OF MICHIGAN</b>		<b>Invoice Amount:</b>	<b>\$105.00</b>
REFUND FOR PERMIT PB21-0710		<b>Check Date:</b>	<b>09/28/2021</b>
101-371-964.000	REFUND FOR PERMIT PB21-0710		105.00
<b>FOUNDATION SYSTEMS</b>		<b>Invoice Amount:</b>	<b>\$90.00</b>
PERMIT REFUND PB21-0860		<b>Check Date:</b>	<b>09/28/2021</b>
101-371-964.000	PERMIT REFUND PB21-0860		90.00
<b>ROBYN MEWHA</b>		<b>Invoice Amount:</b>	<b>\$175.00</b>
PAVILION RESERVATION REFUND - PERMIT 1810		<b>Check Date:</b>	<b>09/28/2021</b>
101-751-801.000	REFUND DUE TO DEATH IN FAMILY		175.00
<b>Total Amount to be Disbursed:</b>			<b>\$524,885.38</b>

**Charter Township of Plymouth**  
**AP Invoice Listing - Board Report**

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**VENDOR INFORMATION**

**INVOICE INFORMATION**

<b>A T &amp; T</b>		<b>Invoice Amount:</b>	<b>\$966.94</b>
FIBER RADIO CIRCUITS - SEPT. 2021		<b>Check Date:</b>	<b>09/22/2021</b>
101-325-850.000	FIBER RADIO CIRCUITS SEPT. 2021		966.94
<b>AMERITAS LIFE INSURANCE CORP.</b>		<b>Invoice Amount:</b>	<b>\$3,889.04</b>
AMERITAS-RETIREE-DENTAL- SEPTEMBER 2021 -		<b>Check Date:</b>	<b>09/22/2021</b>
101-261-875.000	GENERAL RETIREES		747.72
101-301-875.000	POLICE RETIREES		954.36
101-325-875.000	DISPATCH RETIREE		66.28
101-336-875.000	FIRE DEPT. RETIREES		1,652.44
592-536-875.000	DPS CLERICAL RETIREE		35.28
592-537-875.000	DPW - RETIREE		432.96
<b>AMERITAS LIFE INSURANCE CORP.</b>		<b>Invoice Amount:</b>	<b>\$6,711.32</b>
AMERITAS - ACTIVE DENTAL - SEPTEMBER 2021		<b>Check Date:</b>	<b>09/22/2021</b>
101-171-718.000	SUPERVISOR DEPT.		35.28
101-228-718.000	INFORMATION SERVICES		111.64
101-215-718.000	CLERK DEPT.		70.56
101-253-718.000	TREASURY		289.56
101-265-718.000	TWP. HALL		66.28
101-301-718.000	POLICE DEPT.		2,263.80
101-325-718.000	DISPATCH		929.16
101-336-718.000	FIRE DEPT.		2,038.24
101-371-718.000	BUILDING DEPT.		221.84
588-596-718.000	SENIOR TRANS		111.64
596-528-718.000	SOLLID WASTE		111.64
592-536-718.000	DPS CLERICAL		213.20
592-537-718.000	DPW - SUPERVISORY		146.92
101-262-718.000	ELECTIONS -		66.28
101-351-718.000	LOCK UP		35.28
<b>ADP INC</b>		<b>Invoice Amount:</b>	<b>\$4,647.97</b>
ADP - AUGUST 2021 - # 588073503 (DETAILS A		<b>Check Date:</b>	<b>09/22/2021</b>
101-261-831.000	AUGUST 2021 - # 588073503		4,647.97
<b>BLUE CARE NETWORK OF MICHIGAN</b>		<b>Invoice Amount:</b>	<b>\$133,694.54</b>
OCTOBER 2021-- COVERAGE - CLASSES 7 & 8 (D		<b>Check Date:</b>	<b>09/22/2021</b>
101-171-718.000	SUPERVISOR'S OFFICE		692.39
101-228-718.000	IT DEPT.		1,948.69
101-253-718.000	TREASURER'S DEPT.		1,661.74
101-301-718.000	POLICE		31,509.13
101-325-718.000	DISPATCH		14,441.72
101-336-718.000	FIRE		27,785.59
101-371-718.000	BUILDING		5,964.56
592-537-718.000	PUBLIC WORKS		2,641.08
101-301-875.000	POLICE - RETIREES		18,598.05
101-336-875.000	FIRE - RETIREES		15,067.53
101-215-718.000	CLERK'S OFFICE		1,384.78
101-265-718.000	BUILDING & GROUNDS		1,661.74
592-536-718.000	PUBLIC SERVICES		3,046.52
596-528-718.000	SOLID WASTE		1,948.69
592-537-875.000	PUBLIC WORKS RETIREE		865.95
588-596-718.000	SENIOR TRANS		1,948.69
101-262-718.000	ELECTIONS		1,661.74
101-261-875.000	GENERAL RETIREE		865.95

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## VENDOR INFORMATION

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<b>BLUE CARE NETWORK OF MICHIGAN</b>		<b>Invoice Amount:</b>	<b>\$8,834.00</b>
OCTOBER 2021- - BCN CLASSES 9 & 10 - DETAIL		<b>Check Date:</b>	<b>09/22/2021</b>
101-261-875.000	GENERAL RETIREES HEALTHCARE		3,226.68
101-301-875.000	POLICE RETIREES HEALTHCARE		537.78
101-325-875.000	DISPATCH RETIREES HEALTHCARE		537.78
101-336-875.000	FIRE RETIREES HEALTHCARE		3,456.20
592-537-875.000	PUBLIC WORKS RETIREES HEALTHCARE		1,075.56
<b>BLUE CROSS/BLUE SHIELD OF MICHIGAN</b>		<b>Invoice Amount:</b>	<b>\$3,388.80</b>
OCTOBER 2021 MEDICARE PLUS BLUE PPO -- (SP		<b>Check Date:</b>	<b>09/22/2021</b>
101-261-875.000	GENERAL RETIREES		423.60
101-301-875.000	POLICE RETIREES		423.60
101-336-875.000	FIRE RETIREES		2,541.60
<b>Carlisle Wortman Associates</b>		<b>Invoice Amount:</b>	<b>\$210.00</b>
BD Bond Refund		<b>Check Date:</b>	<b>09/22/2021</b>
101-371-283.003	BP21-0105 - PB21-0799		210.00
<b>Carlisle Wortman Associates</b>		<b>Invoice Amount:</b>	<b>\$720.00</b>
BD Bond Refund		<b>Check Date:</b>	<b>09/22/2021</b>
101-371-283.003	BP21-0105 - PB21-0799		720.00
<b>Carlisle Wortman Associates</b>		<b>Invoice Amount:</b>	<b>\$1,560.00</b>
BD Bond Refund		<b>Check Date:</b>	<b>09/22/2021</b>
101-371-283.003	BP21-0100 - PB21-0772		1,560.00
<b>Carlisle Wortman Associates</b>		<b>Invoice Amount:</b>	<b>\$720.00</b>
BD Bond Refund		<b>Check Date:</b>	<b>09/22/2021</b>
101-371-283.003	BP21-0096 - PB21-0670		720.00
<b>COMCAST</b>		<b>Invoice Amount:</b>	<b>\$218.40</b>
FIRE INTERNET STATION 3 -OCTOBER 2021 ACC		<b>Check Date:</b>	<b>09/22/2021</b>
101-336-852.000	OCTOBER 2021 FIRE INTERNET STA #3		218.40
<b>COMCAST</b>		<b>Invoice Amount:</b>	<b>\$231.75</b>
INTERNET - SEPTEMBER 2021-- ACCT 900913674		<b>Check Date:</b>	<b>09/22/2021</b>
101-751-852.000	Township Park		64.95
101-336-852.000	Fire		64.95
101-351-852.000	Telephone		101.85
<b>COMCAST</b>		<b>Invoice Amount:</b>	<b>\$64.39</b>
INTERNET - OCTOBER 2021 XFINITY ACCT 8		<b>Check Date:</b>	<b>09/22/2021</b>
101-261-852.000	OCTOBER 2021 INTERNET		64.39
<b>MICH MUN RISK MGT AUTHORITY ECP</b>		<b>Invoice Amount:</b>	<b>\$10,225.45</b>
ELECTRIC CHOICE - MMRMA-D21021015 - JULY 2		<b>Check Date:</b>	<b>09/22/2021</b>
101-171-920.000	ELECTRIC CHOICE - SUPERVISOR/HR		344.35
101-228-920.000	ELECTRIC CHOICE - IT		290.54
101-257-920.000	ELECTRIC CHOICE - ASSESSING		118.37
101-215-920.000	ELECTRIC CHOICE - CLERK		491.98
101-253-920.000	ELECTRIC CHOICE - TREASURER		177.55
101-265-920.000	ELECTRIC CHOICE - TWP HALL - HAACK		10.76
101-673-920.000	ELECTRIC CHOICE - SR SERVICES		16.14
101-301-920.000	ELECTRIC CHOICE - POLICE		1,495.75
101-325-920.000	ELECTRIC CHOICE - DISPATCH		559.56
101-351-920.000	ELECTRIC CHOICE - LOCK-UP		457.33
101-336-920.000	ELECTRIC CHOICE - FIRE		263.64



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101-371-920.000	ELECTRIC CHOICE - BUILDING DEPT	430.43
101-701-920.000	ELECTRIC CHOICE - COMM. DEV.	32.28
596-528-920.000	ELECTRIC CHOICE - SOLID WASTE	16.14
592-536-920.000	ELECTRIC CHOICE - DPS	484.24
592-537-920.000	ELECTRIC CHOICE - WATER	1,747.49
101-336-920.000	ELECTRIC CHOICE - FIRE	2,325.76
101-751-920.000	ELECTRIC CHOICE - PARKS	515.96
101-673-920.000	ELECTRIC CHOICE - FRIENDSHIP STATION	240.50
588-596-920.000	ELECTRIC CHOICE - SR TRANS	15.35
101-191-920.000	ELECTRIC CHOICE - FINANCE	191.33

**FIDELITY SECURITY LIFE INSURANCE CO****Invoice Amount: \$973.46**

EYEMED - CURRENT EMPLOYEES -SEPTEMBER 20

**Check Date: 09/22/2021**

101-171-718.000	SUPERVISOR DEPT.	5.69
101-228-718.000	INFO SYSTEMS	15.87
101-215-718.000	CLERK DEPT.	11.38
596-528-718.000	SOLID WASTE	15.87
101-253-718.000	TREASURER DEPT.	42.55
101-265-718.000	TOWNSHIP HALL	10.81
101-301-718.000	POLICE DEPT.	317.95
101-325-718.000	DISPATCH	139.66
101-336-718.000	FIRE DEPT.	289.89
101-371-718.000	BUILDING DEPT.	43.18
588-596-718.000	SENIOR TRANS	15.87
592-536-718.000	PUBLIC SERVICES	32.37
592-537-718.000	PUBLIC WORKS ADMIN.	21.56
101-262-718.000	ELECTIONS	10.81

**FIDELITY SECURITY LIFE INSURANCE CO****Invoice Amount: \$709.39**

EYEMED - RETIREES SEPTEMBER 2021(SPREADS

**Check Date: 09/22/2021**

101-261-875.000	GENERAL RETIREES	141.04
101-301-875.000	POLICE DEPT. RETIREES	177.72
101-325-875.000	DISPATCH RETIREE	10.81
101-336-875.000	FIRE DEPT. RETIREES	303.58
592-536-875.000	PUBLIC SERVICES RETIREES	5.69
592-537-875.000	PUBLIC WORKS RETIREES	70.55

**MICHIGAN CONFERENCE OF TEAMSTERS****Invoice Amount: \$14,009.60**

HEALTH INSURANCE -SEPTEMBER 2021 (DPW) (

**Check Date: 09/22/2021**

592-537-718.000	BARTLETT, JAMES	1,751.20
592-537-718.000	KRUEGER, RANDY	1,751.20
592-537-718.000	MELOW, STEVEN	1,751.20
592-537-718.000	OVERAITIS, JOSEPH	1,751.20
592-537-718.000	SCHOLTEN, JAMES	1,751.20
592-537-718.000	THOMAS, JAMES	1,751.20
592-537-718.000	NELSON, DAVID	1,751.20
592-537-718.000	PUMPHREY, ZACHARY	1,751.20

**CHARTER TWSP OF PLYMOUTH****Invoice Amount: \$281.78**

BD Bond Refund

**Check Date: 09/22/2021**

101-371-283.016	BE19-0004	281.78
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**CHARTER TWSP OF PLYMOUTH****Invoice Amount: \$187.85**

BD Bond Refund

**Check Date: 09/22/2021**

101-371-283.016	BE18-0026	187.85
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**SPALDING DEDECKER ASSOCIATES, INC.****Invoice Amount: \$533.00**

BD Bond Refund

**Check Date: 09/22/2021**

**Charter Township of Plymouth**  
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	101-371-283.016	BE18-0026		533.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$330.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE18-0008		330.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$3,757.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE18-0026		3,757.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$316.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE19-0007		316.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$245.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE19-0010		245.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$110.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE19-0006		110.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$275.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE19-0009		275.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$366.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE20-0004		366.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$656.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE20-0003		656.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$1,446.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE20-0009		1,446.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$2,177.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE21-0016		2,177.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$2,365.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE21-0018		2,365.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$549.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE21-0025		549.00
<b>SPALDING DEDECKER ASSOCIATES, INC.</b>			<b>Invoice Amount:</b>	<b>\$633.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.016	BE21-0024		633.00
<b>Bank of Ann Arbor</b>			<b>Invoice Amount:</b>	<b>\$15,892.00</b>
BD Bond Refund			<b>Check Date:</b>	<b>09/22/2021</b>
	101-371-283.011	BLS21-0001		15,892.00



**Charter Township of Plymouth  
AP Invoice Listing - Board Report**

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**VENDOR INFORMATION**

**INVOICE INFORMATION**

<b>E Allied Construction Co</b> BD Bond Refund 101-371-283.005	<i>BBD21-0038 - PSW21-0049</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$2,000.00</b> <b>09/22/2021</b> 2,000.00
<b>WELLS FARGO BANK</b> 2021 Sum Tax Refund 78 032 02 0162 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$3,173.67</b> <b>09/22/2021</b> 3,173.67
<b>CAPITAL REAL ESTATE TAX SERVICES</b> 2021 Sum Tax Refund 78 036 03 0040 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$3,698.28</b> <b>09/22/2021</b> 3,698.28
<b>CAPITAL REAL ESTATE TAX SERVICES</b> 2021 Sum Tax Refund 78 042 01 0057 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$4,044.99</b> <b>09/22/2021</b> 4,044.99
<b>CAPITAL REAL ESTATE TAX SERVICES</b> 2021 Sum Tax Refund 78 058 03 0005 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$2,261.93</b> <b>09/22/2021</b> 2,261.93
<b>LERETA, LLC</b> 2021 Sum Tax Refund 78 017 08 0043 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$1,306.71</b> <b>09/22/2021</b> 1,306.71
<b>LERETA, LLC</b> 2021 Sum Tax Refund 78 037 04 0055 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$5,203.71</b> <b>09/22/2021</b> 5,203.71
<b>LERETA, LLC</b> 2021 Sum Tax Refund 78 039 01 0029 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$5,674.27</b> <b>09/22/2021</b> 5,674.27
<b>LERETA, LLC</b> 2021 Sum Tax Refund 78 041 03 0066 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$2,227.96</b> <b>09/22/2021</b> 2,227.96
<b>LERETA, LLC</b> 2021 Sum Tax Refund 78 041 03 0128 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$1,905.43</b> <b>09/22/2021</b> 1,905.43
<b>LERETA, LLC</b> 2021 Sum Tax Refund 78 057 03 0065 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$3,673.16</b> <b>09/22/2021</b> 3,673.16
<b>LERETA, LLC</b> 2021 Sum Tax Refund 78 064 03 0143 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$2,571.10</b> <b>09/22/2021</b> 2,571.10
<b>CORELOGIC</b> 2021 Sum Tax Refund 78 057 04 0208 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$5,126.46</b> <b>09/22/2021</b> 5,126.46
<b>CORELOGIC</b> 2021 Sum Tax Refund 78 050 01 0184 000 703-000-202.000	<i>Accounts Payable</i>	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$3,846.75</b> <b>09/22/2021</b> 3,846.75

**Charter Township of Plymouth  
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**VENDOR INFORMATION**

**INVOICE INFORMATION**

<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$1,926.51</b>
2021 Sum Tax Refund 78 059 03 0236 002			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		1,926.51
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$2,292.79</b>
2021 Sum Tax Refund 78 059 03 0517 002			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		2,292.79
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$5,103.29</b>
2021 Sum Tax Refund 78 039 01 0045 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		5,103.29
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$4,583.45</b>
2021 Sum Tax Refund 78 036 05 0170 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		4,583.45
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$4,428.04</b>
2021 Sum Tax Refund 78 051 04 0084 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		4,428.04
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$1,352.11</b>
2021 Sum Tax Refund 78 059 03 0357 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		1,352.11
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$4,274.75</b>
2021 Sum Tax Refund 78 042 01 0071 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		4,274.75
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$3,494.63</b>
2021 Sum Tax Refund 78 057 03 0062 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		3,494.63
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$2,277.94</b>
2021 Sum Tax Refund 78 017 99 0031 002			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		2,277.94
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$2,613.21</b>
2021 Sum Tax Refund 78 058 03 0135 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		2,613.21
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$3,136.24</b>
2021 Sum Tax Refund 78 064 04 0229 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		3,136.24
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$4,081.83</b>
2021 Sum Tax Refund 78 057 04 0311 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		4,081.83
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$1,837.28</b>
2021 Sum Tax Refund 78 022 01 0232 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		1,837.28
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$1,504.19</b>
2021 Sum Tax Refund 78 058 02 0146 000			<b>Check Date:</b>	<b>09/22/2021</b>
	703-000-202.000	Accounts Payable		1,504.19

**Charter Township of Plymouth  
AP Invoice Listing - Board Report**

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**VENDOR INFORMATION**

**INVOICE INFORMATION**

<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$2,452.51</b>
2021 Sum Tax Refund 78 066 01 0004 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			2,452.51
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$2,106.23</b>
2021 Sum Tax Refund 78 061 04 0002 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			2,106.23
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$3,228.67</b>
2021 Sum Tax Refund 78 031 02 0025 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			3,228.67
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$2,732.99</b>
2021 Sum Tax Refund 78 023 01 0027 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			2,732.99
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$5,931.56</b>
2021 Sum Tax Refund 78 007 02 0150 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			5,931.56
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$6,741.76</b>
2021 Sum Tax Refund 78 045 02 0084 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			6,741.76
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$3,537.60</b>
2021 Sum Tax Refund 78 053 03 0001 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			3,537.60
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$2,414.73</b>
2021 Sum Tax Refund 78 058 03 0118 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			2,414.73
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$5,055.71</b>
2021 Sum Tax Refund 78 007 02 0147 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			5,055.71
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$1,302.85</b>
2021 Sum Tax Refund 78 017 08 0036 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			1,302.85
<b>CORELOGIC</b>			<b>Invoice Amount:</b>	<b>\$2,893.35</b>
2021 Sum Tax Refund 78 020 02 0039 000			<b>Check Date:</b>	<b>09/22/2021</b>
703-000-202.000	Accounts Payable			2,893.35
<b>Total Amount to be Disbursed:</b>				<b>\$349,913.32</b>

Charter Township of Plymouth  
AP Invoice Listing - Board Report

P. Bonds Page: 9/22/21  
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**VENDOR INFORMATION**

**INVOICE INFORMATION**

**35TH DISTRICT COURT**  
BOND RECEIPT 09/15/2021

710-000-265.000

BOND RECEIPT NUMBER 8245

**Invoice Amount: \$300.00**  
**Check Date: 09/26/2021**  
300.00

**Total Amount to be Disbursed: \$300.00**

Charter Township of Plymouth  
AP Invoice Listing - Board Report

P. Bond Page: 9/15/21

**VENDOR INFORMATION**

**INVOICE INFORMATION**

**35TH DISTRICT COURT**

BOND RECEIPT 09/08/2021

710-000-265.000

710-000-265.000

BOND RECEIPT NUMBER 8243

BOND RECEIPT NUMBER 7244

**Invoice Amount:**

**\$1,314.00**

**Check Date:**

**09/19/2021**

500.00

814.00

**Total Amount to be Disbursed:**

**\$1,314.00**

Weekly 9/15/21  
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## Charter Township of Plymouth AP Invoice Listing - Board Report

### VENDOR INFORMATION

### INVOICE INFORMATION

#### ALERUS FINANCIAL

MERS - DC FT EMPLOYEES -- EMPLOYEE CONTRI

101-000-238.000  
101-000-238.000  
101-000-238.000

MERS EMPLOYEE PRE TAX  
MERS EMPLOYEE POST TAX  
LOANS

**Invoice Amount:** \$9,285.16  
**Check Date:** 09/15/2021  
7,976.59  
834.90  
473.67

#### ALERUS FINANCIAL

MERS - DC FT EMPLOYEES -- EMPLOYER CONTRI

101-171-716.000  
101-228-716.000  
101-215-716.000  
101-253-716.000  
101-265-716.000  
101-301-716.000  
101-325-716.000  
101-336-716.000  
101-371-716.000  
596-528-716.000  
588-596-716.000  
592-536-716.000  
592-537-716.000  
101-262-716.000  
101-191-716.000  
101-351-716.000

SUPERVISOR'S OFFICE  
IT DIRECTOR  
CLERK'S OFFICE  
TREASURER'S OFFICE  
BUILDING MANAGER  
PD DEPT.  
DISPATCH DEPT.  
FIRE DEPT  
BUILDING DEPT.  
SOLID WASTE DEPT.  
SENIOR TRANS  
PUBLIC SERVICES  
DPW  
ELECTIONS  
FINANCE DEPT  
JAIL (RECORDS/FOIA)

**Invoice Amount:** \$28,344.34  
**Check Date:** 09/15/2021  
1,218.49  
801.03  
1,334.35  
1,263.25  
273.84  
5,854.74  
2,193.85  
6,327.38  
1,315.34  
340.09  
327.88  
887.07  
4,284.65  
322.88  
1,285.94  
313.56

#### ALERUS FINANCIAL

MERS-457 PLAN - ALL EMPLOYEES 9-10-2021 PA

101-000-239.000  
101-000-239.000

457 CONT. PRE-TAX  
457 CONT. ROTH POST-TAX

**Invoice Amount:** \$23,537.09  
**Check Date:** 09/15/2021  
22,536.80  
1,000.29

#### C.O.A.M. - PLYMOUTH TOWNSHIP

COAM UNION DUES -SEPTEMBER 2021

101-000-240.305  
101-000-240.305  
101-000-240.305  
101-000-240.305

HOFFMAN, MARC  
KREBS, RYAN  
RUPARD, BRYAN  
FRITZ, MICHAEL

**Invoice Amount:** \$308.56  
**Check Date:** 09/15/2021  
77.14  
77.14  
77.14  
77.14

#### CONSUMERS ENERGY

MONTHLY CHGS - OCTOBER 2021 DPW ONLY

592-537-921.000  
592-537-920.000

DPW-ACCT. # 1000-2645-6283  
DPW - ACCT. 3 1000-2645-6408

**Invoice Amount:** \$96.83  
**Check Date:** 09/15/2021  
70.13  
26.70

#### CONSUMERS ENERGY

MONTHLY CHARGES - SEPTEMBER 2021 (DETAIL

101-673-921.000  
588-596-921.000  
101-751-921.000  
101-336-921.000

FRIENDSHIP STATION - 1000 257103478  
SENIOR TRANS 1000 2571-3478  
TWP. PARK 1000 257103262  
FIRE STATION #2 - 1000 2571-3403

**Invoice Amount:** \$112.64  
**Check Date:** 09/15/2021  
14.38  
0.92  
14.48  
82.86

#### MCKENNA ASSOCIATES INC

BD Bond Refund

101-371-283.014

BPE21-0007

**Invoice Amount:** \$110.00  
**Check Date:** 09/15/2021  
110.00

#### P.O.A.M. - PLYMOUTH TOWNSHIP

POAM & DISPATCH UNION DUES -SEPT. 2021 (2

101-000-240.301  
101-000-240.325

POAM Union Dues  
Dispatch Union Dues

**Invoice Amount:** \$2,194.40  
**Check Date:** 09/15/2021  
1,619.94  
574.46

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION****PLYMOUTH POSTMASTER**

WATER BILL POSTAGE - PERMIT #218 SEPTEMB  
592-536-851.000

Invoice Amount: **\$1,200.00**  
Check Date: **09/15/2021**  
1,200.00

**TEAMSTER LOCAL # 214**

TEAMSTER LOCAL #214 AUGUST 2021 (DETAILS

Invoice Amount: **\$534.00**  
Check Date: **09/15/2021**

101-000-240.592	Bartlett, James	59.00
101-000-240.592	Kitchen, Spencer	59.00
101-000-240.592	Krueger, Randy	62.00
101-000-240.592	Melow, Steven	62.00
101-000-240.592	Nelson, David	59.00
101-000-240.592	Overaitis, Joseph	59.00
101-000-240.592	Pumphrey, Z	59.00
101-000-240.592	Scholten, James	59.00
101-000-240.592	Thomas, James	56.00

**TECHNICAL, PROFESSIONAL AND OFFICE-**

TPOAM UNION DUES - SEPTEMBER 2021

Invoice Amount: **\$542.50**  
Check Date: **09/15/2021**

101-000-240.000	BONO, JENNIFER A.	46.50
101-000-240.000	DOOLEY, DEB	15.50
101-000-240.000	GORDON, CHERYL	31.00
101-000-240.000	HAACK, DAVID	31.00
101-000-240.000	VOLPE, ANNE	31.00
101-000-240.000	LATAWIEC, KELLY	31.00
101-000-240.000	LECLAIR, DIANE L.	31.00
101-000-240.000	WASIL, BRETT	31.00
101-000-240.000	MARTIN, CAROL R.	31.00
101-000-240.000	PALMARCHUK, CHERI	31.00
101-000-240.000	TRUESDELL, MARY ANN	15.50
101-000-240.000	VISEL, SARAH J.	31.00
101-000-240.000	DAN ATKINS	15.50
101-000-240.000	CAROL MACDONELL	15.50
101-000-240.000	GLENN MILLER	31.00
101-000-240.000	HALSTEAD, ANNA	31.00
101-000-240.000	TERRELL, DENISA	31.00
101-000-240.000	DREITS, SARAH	31.00
101-000-240.000	DEVOTO, CLAUDIA	15.50
101-000-240.000	RICHARDSON, MIKE	15.50

**WESTERN TWNPS UTILITIES AUTHORITY**

WTUA - AUGUST 2021

Invoice Amount: **\$263,267.41**  
Check Date: **09/15/2021**

592-538-828.000	Monthly Charges	148,083.56
592-538-827.000	YUCA IPP-IWC	4,697.42
592-537-757.000	Country Acres Pump Station	1,312.08
592-000-181.000	Capital Improvement Program	109,174.35

**WOW! BUSINESS**

SEPTEMBER 2021 ACCT. # 012296705

Invoice Amount: **\$18.81**  
Check Date: **09/15/2021**

101-673-852.000	SENIOR UTIL	17.68
588-596-852.000	SENIOR TRANS	1.13

**Lyon Mechanical Contractors Inc**

BD Bond Refund

Invoice Amount: **\$1,302.50**  
Check Date: **09/15/2021**  
1,302.50

101-371-283.016 BE19-0014

**Total Amount to be Disbursed: \$330,854.24**



## CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

**MEETING DATE:** September 28, 2021

**ITEM:** Appointment of Gail Grieger to the Planning Commission

**PRESENTERS:** Supervisor Heise

**BACKGROUND:** I would appreciate your consideration and support for the appointment of Ms. Gail Grieger to the Planning Commission for a term ending June 30, 2024. She is replacing Bill Pratt, who recently passed away and will be missed. Ms. Grieger's resume is attached.

**PROPOSED MOTION:** I move to appoint Ms. Gail Grieger to the Planning Commission for a term expiring June 30, 2024.

Moved By \_\_\_\_\_ Seconded By \_\_\_\_\_

ROLL CALL:

\_\_\_Vorva\_\_\_ Curmi,\_\_\_ Clinton, \_\_\_Monaghan, \_\_\_Doroshewitz, \_\_\_Stewart, \_\_\_Heise



**STATE OF MICHIGAN  
COUNTY OF WAYNE  
CHARTER TOWNSHIP OF PLYMOUTH**

**APPOINTMENT OF GAIL GRIEGER TO THE  
PLYMOUTH TOWNSHIP PLANNING COMMISSION**

**RESOLUTION #2021-09-28-65**

At a regular meeting of the Board of Trustees for the Charter Township of Plymouth (the 'board'), held at Township Hall, 9955 N. Haggerty Road, Plymouth, MI on September 28, 2021, the following resolution was offered:

**WHEREAS**, the Charter Township of Plymouth recognizes that private citizens and their input and expertise are invaluable to the community, and;

**WHEREAS**, the Charter Township of Plymouth utilizes various boards and commissions to carry out the multitude of functions necessary to the efficient operation of the community, and;

**WHEREAS**, the Supervisor of the Charter Township of Plymouth is charged with making recommendations to the Board of Trustees to appoint various members of the community to these boards and commissions in accordance with the guidelines stipulated, and;

**WHEREAS**, Supervisor Heise has recommended to the board the appointment of Gail Grieger to the Planning Commission for a term ending June 30, 2024, replacing Bill Pratt, who recently passed away.

**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Plymouth Board of Trustees does hereby approve Resolution #2021-09-28-65 authorizing the appointment of Gail Grieger to the Plymouth Township Planning Commission for a term expiring June 30, 2024.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

ROLL CALL:

\_\_\_\_Doroshewitz, \_\_\_\_Heise, \_\_\_\_Stewart \_\_\_\_Vorva, \_\_\_\_Clinton, \_\_\_\_Curmi, \_\_\_\_Monaghan

**Certification**

**STATE OF MICHIGAN    )  
                                  )  
COUNTY OF WAYNE    )**

**I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Board of Trustees at the regular Board Meeting dated September 28, 2021.**

\_\_\_\_\_  
**Jerry Vorva, Clerk  
Charter Township of Plymouth**

\_\_\_\_\_  
**Date**

**Resolution #2021-09-28-65**

# Gail A. Grieger

10913 Fellows Creek Drive • Plymouth, MI 48170 • (734) 474-6792

Email: [gailgrieger1982@wowway.com](mailto:gailgrieger1982@wowway.com)

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## PROFESSIONAL EXPERIENCE

### **PARC (Plymouth Arts & Recreation Complex)- Plymouth, Michigan**

2016- Present

#### *Executive Director*

- Responsible for the day-to-day leadership and operations of PARC, a private 501(c) 3 non-profit organization whose mission is to preserve and renovate a 16-acre, 160,000 square foot historic facility, and to convert the 101-year-old former school building into an Arts, Education and Recreation Complex for the benefit of the entire community.
- Achieved an increase in revenue every year, including a 21% increase in revenue for 2019 YTD over 2018 YTD.
- Supervise, organize, and schedule the programs that occur at PARC fourteen hours a day, seven days a week.
- Oversee the recruitment, training, and development of a professional staff for the organization.
- Recruit, negotiate leases, and acquire high quality arts, education, and recreation organizations.
- Manage the development of PARC signature events, including continuing collaborative programs with the Plymouth Community YMCA; the Plymouth District Library; and the Plymouth-Canton Community School District.
- Serve as the spokesperson for PARC to the community, media, government and other local philanthropic organizations.

### **Grieger and Associates, LLC**

2008- Present

#### *Owner and President*

- Founded and manage law firm to provide business, estate planning, and other general legal services.

### **Prisoner Legal Services/Law Office of Deborah LaBelle**

1993-1997

#### *Civil Right Attorney*

- Provided family law legal services to incarcerated Michigan women. Facilitated family reunification and lowered recidivism rates.
- Participated as counsel to improve the lives of female inmates, including reducing sexual assaults by male Department of Corrections Officers, and increasing family visitation.

## AFFILIATIONS

### **Michigan Shakespeare Festival- Jackson Michigan**

2020- Present

#### *Board Member*

### **Michigan Philharmonic Orchestra- Plymouth, Michigan**

2017- Present

#### *Board Member*

### **Plymouth Community Chamber of Commerce- Plymouth Michigan**

2013-Present

#### *Member*

#### *Board Member*

## EDUCATION

### **DePaul University College of Law- Chicago, IL**

JD conferred 1992

- DePaul Law Review Article & Notes Editor

### **Indiana University- Bloomington, IN**

- Bachelor of Science in Public Administration, with Distinction, awarded in 1986



Clear Form

**Charter Township of Plymouth**  
**Board and/or Commission Application**

First Name: Gail Last Name: Grieger SSN:\*\* \_\_\_\_\_

Address: 10913 Fellows Creek Drive City: Plymouth State: MI Zip: 48170

Home Phone: N/A Mobile Phone: 734-474-6792 Work Phone: 734-927-4090 Ext: N/A

Fax: N/A Primary Email: gailgrieger1982@wowway.com Alt. Email: parc650.director@gmail.com

Board and/or Commission Applying for: Planning Commission

Why are you seeking appointment to the above Board or Commission?: I have lived and worked in the Plymouth community for nearly 30 years, and I would like to serve Plymouth Township by being a member of the Planning Commission. My education and experience in public administration and law would be valuable to the Board's work as the Township continues to grow and develop. I have a strong desire to give back to my community and continue to see it thrive.

Work History: PARC-Plymouth Arts & Recreation Complex: Executive Director 2016-present  
Z Spot Fitness Studio, LLC: Owner and business manager 2013-present  
Grieger & Associates, PC: Owner and President 2008-present

Education: DePaul University College of Law, Chicago, IL JD conferred 1992  
Indiana University, Bloomington, IN BS in Public Administration, with Distinction, awarded in 1986

Community Involvement: Member of Plymouth Community Chamber of Commerce since 2013, appointed to the Board of Directors in 2021; Michigan Philharmonic Board of Directors 2017-present; Michigan Shakespeare Festival Board of Directors 2020-present; Rotary Club of Plymouth, joined August 2021; Girl Scout leader from 2003-2013 at Bird Elementary School and West Middle School; Founder and leader of the Bird School Book Club 2009-2011

Interests/Hobbies: Travel; reading; local history and culture; Big 10 sports

\*\*The Social Security Number is required as some appointments result in payment that will exceed \$600.00 per year. In that situation, we will send you a Form 1099 at the end of the year.

**Please return this completed application to:**

Plymouth Townships Clerk's Office  
Jerry Vorva, Clerk  
9955 North Haggerty Road  
Plymouth MI 48170



## CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

**MEETING DATE:** September 28, 2021

**ITEM:** Discussion on American Rescue Plan Act Funding Options

**PRESENTERS:** Supervisor Heise and Treasurer Clinton, DPW Director Fellrath

**BACKGROUND:** Plymouth Township is expected to receive \$2.83 million over the next two years under the federal American Rescue Plan Act (ARPA) of 2021. As with most federal funding efforts, however, there are guidelines on how the funds can be spent and how much we can spend. In summary, ARPA funds can only be spent in the following areas:

- Support public health expenditures. For example, funding COVID mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff.
- Address negative economic impacts caused by COVID, including economic harms to workers, households, small businesses, impacted industries, and the public sector.
- Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic.
- Provide premium pay for essential workers, offering additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors.
- Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

The last three bullet points above are most pertinent to Plymouth Township. Tonight, I am providing you with a draft series of funding priorities for the Township that would most likely be acceptable under the current ARPA guidelines.

As we have discussed at previous meetings, however, there is a serious impediment to Plymouth Township's full use of these funds under the '*replacement of lost public sector revenue*' category. Currently the federal government considers our Road Improvement Special Assessments as 'revenue,' which has had the effect of giving us no 'revenue loss' for the COVID Pandemic reporting period. Without this 'revenue loss,' almost all of our available ARPA funding will have to be directed to water and sewer projects.

We are actively working with Congresswoman Haley Stevens' office and the Michigan Townships Association to reverse this determination, which we obviously believe is erroneous and is based on a good-faith misunderstanding on the federal level on how voluntary, citizen-initiated SAD's work in Michigan townships. Colleen Pobur, District Representative for the Congresswoman, will be at our meeting tonight to update us on this funding determination matter, and answer any other questions we may have on ARPA funding issues.

Our discussion objective tonight is to outline and discuss several potential funding opportunities, consistent with the current federal guidelines, **and assuming we can break the bureaucratic log jam on SAD revenue determination.**

Treasurer Clinton and DPW Director Fellrath will also provide us an outline on a potential 'Smart Meter' system for our water customers that will improve efficiency and provide substantial added value. They may be providing additional handouts under separate cover at the September 28 meeting or as part of this presentation.

**PROPOSED MOTION:** None; discussion only.

## **Plymouth Township ARPA Funding Options - September 2021**

*Plymouth Township is expected to receive approximately \$2.83 million in two tranches in FY 2021 and '22. Funds must be spent or obligated by the end of 2024, and all spent by 2026.*

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### **Priority #1 – Local Recreational and Sidewalk Infrastructure - \$1.2 million**

Public sidewalk construction, including filling of missing gaps between existing sidewalks, public park paths and walkways, park benches, roads and driveways at public parks. Improved connectivity and walkability promote public health and recreation; getting people outside reduces illness and improves physical and mental health and reduces social isolation. The Township has a Joint Recreation Master Plan with the City of Plymouth and there are opportunities for interconnected walking, biking and trails. *(Expenditure allowed as General Fund 'Revenue Loss' - if we can resolve the SAD issue)*

### **Priority #2 – Replace Lost Revenue for Plymouth Community Council on Aging - \$30,000**

The PCCA is an independent 501(c)(3) non-profit that provides Senior Citizen recreation, fitness, and wellness programs for both Plymouth City and Township. Such entities can receive ARPA funding as they are a non-profit that provides Township services. They have seen substantial revenue loss throughout the pandemic. I would also recommend that the City of Plymouth contribute \$10,000 to \$20,000 to the PCCA from their ARPA funds. *(Expenditure allowed as 'Revenue Loss by a Service Provider')*

### **Priority #3 – Implementation of Water Utility Smart Meter System - \$1 million**

A 'Smart Meter' system for the Township will ultimately cost \$6 million over 4-5 years, but a startup investment now will allow us to begin the program installation and rollout. A Smart Meter system will remove employees' personal contact with the public, save on water use, improve billing, and provide better value for residents and businesses in the Township. Mark Clinton and Pat Fellrath will explain more at the meeting. *(Expenditure allowed as 'Water and Sewer Infrastructure')*

*\* In addition, we may want to consider a full cleanup of Tonquish Creek as the creek is a 'stormwater conveyance system'.*

**Priority #4 – Non-First Responder Employee Bonuses - \$40,000**

Plymouth Township never laid off full-time employees during the pandemic, and while our First Responders received a \$1,000 bonus, the remaining employees and non-union personnel did not. This would not apply to elected officials. ***(Expenditure allowed as 'Hazard Pay Bonus')***

**Priority #5 – Replacement of Miscellaneous Lost Revenues & Expenditures - \$200,000**

The Township has likely experienced lost revenue and expenditures in the following areas:

- Park rentals
- EMS Fees
- Engineering Fees from cancelled SAD projects 2020-'21
  - Engineering Fees & Costs due to delayed 2020 Sidewalk program
- IRS Charges related to COVID
- Expenditures related to Federal COVID related audits

We can review these potential losses in 2022 and seek to make ourselves whole under the ARPA guidelines. ***(Expenditure allowed as 'Revenue Loss Recovery')***





## CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

**MEETING DATE:** September 28, 2021

**ITEM: General Government FY2022 Proposed Budget**

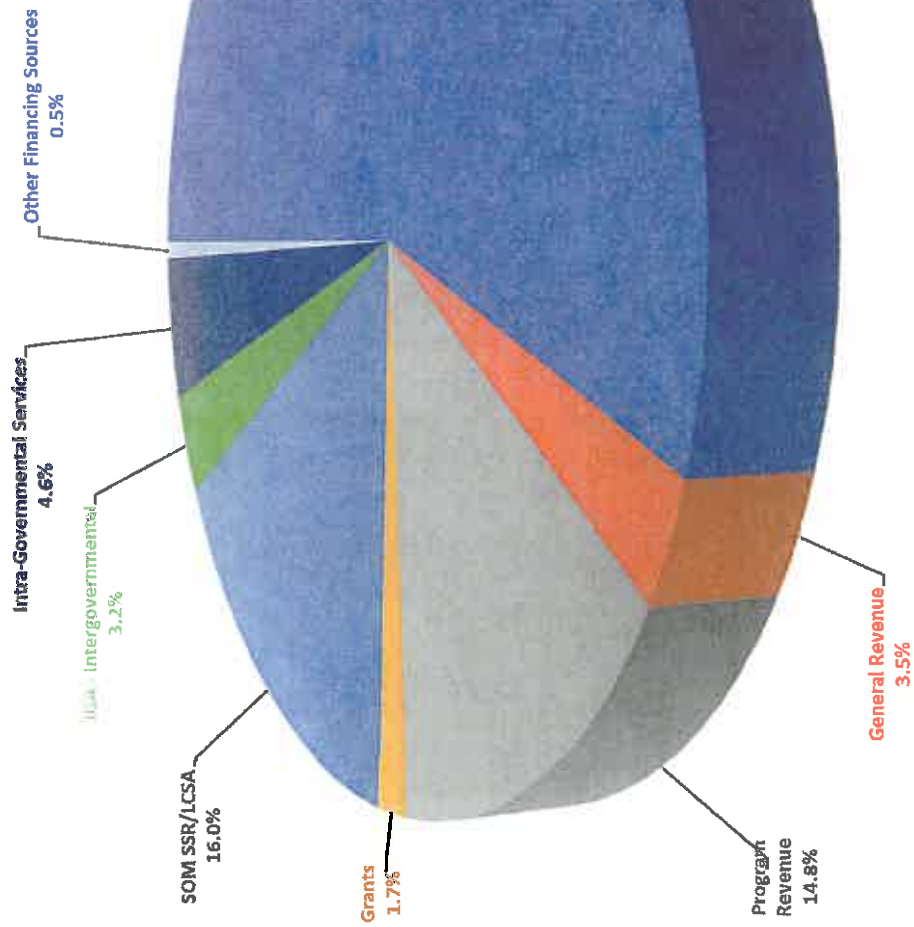
**PRESENTER:** Supervisor Heise and Finance Director Moriarty

**BACKGROUND:** For tonight's meeting Director Moriarty and I will outline the proposed General Government Fiscal Year 2022 budgets. These are for the non-public safety departments including but not limited to Building, Information Technology, Clerk, Treasurer, and Parks.

**Key points:**

- Balanced, \$18.8 million FY2022 General Fund expenditure budget including public safety;
- FY2022 General Fund revenue budget of \$19.2 million, including grants;
- The General Fund revenues (financing Sources) over the General Fund expenditures (financing uses) reflect an expected surplus of \$398,900;
- General Fund expenditures include a Fiscal 2022 requested Capital Outlay budget of \$609,200 for new equipment;
- Township Improvement Revolving (Capital) Fund reflects a transfer-in of \$100,000 as reserve funds of \$50,000 from Water & Sewer Fund and \$50,000 from General Fund for future capital improvements.

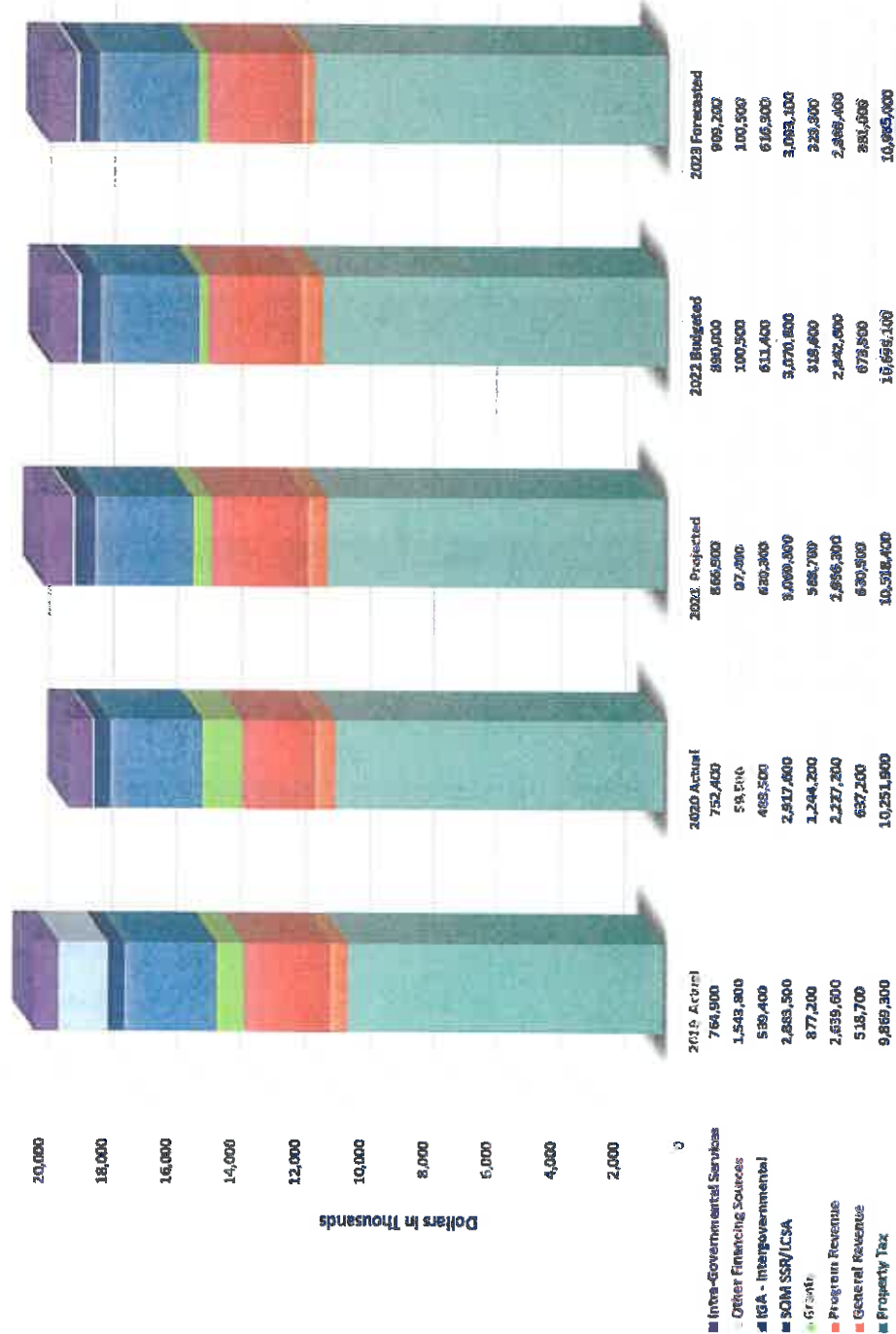
## FY2022 General Fund Financing Sources (Revenue) Categories



**Property Tax, SSR/LCSA, and Program Revenue covers 88% of the overall Township's Funding Uses**

Financing Sources	Amount
Property Tax	\$10,699,100
SOM SSR/LCSA	\$3,070,800
Program Revenue	\$2,842,600
Intra-Governmental Services	\$890,000
General Revenue	\$673,500
IGA - Intergovernmental	\$611,400
Grants	\$318,600
Other Financing Sources	\$100,500
<b>Total Financing Sources</b>	<b>19,206,500</b>

## General Fund Funding Source Categories



**Fiscal 2022 Funding Sources of \$19.2M reflect an increase of \$1.7M or 6.5% over Fiscal 2021 Amended Budget.**

- General Government Revenue increases \$994,800 over Fiscal 2021,
- Building Inspection Revenue increases \$174,500 over Fiscal 2021.

**2021 Projected Revenues of \$19.3M reflects an increase of \$1.3M over Fiscal 2021 Amended and is primarily due to:**

- Other Revenue of \$663,300 for Grant, Parks, Planning, Intergovernmental and Miscellaneous Revenues,
- An additional \$334,700 in State Shared Revenue & LCSA Revenue,
- Anticipated Building Department collections of \$302,300 over Fiscal 2021 Amended Budget.

## Property Tax

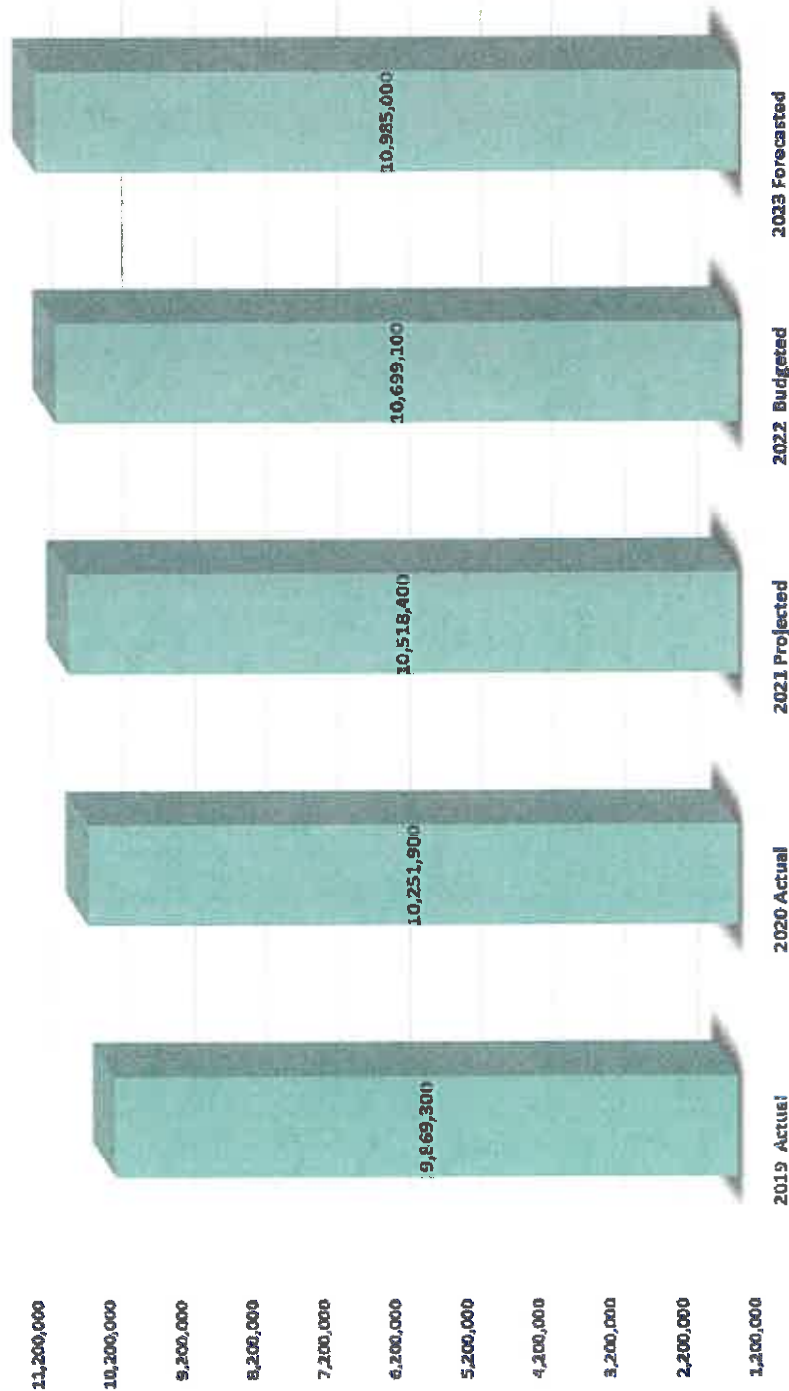
**Property Taxes of \$10.7M reflect a modest increase of 1.7% or \$180,700 over Fiscal 2021 Amended Budget**

### ■ Fiscal 2022 Expenditures

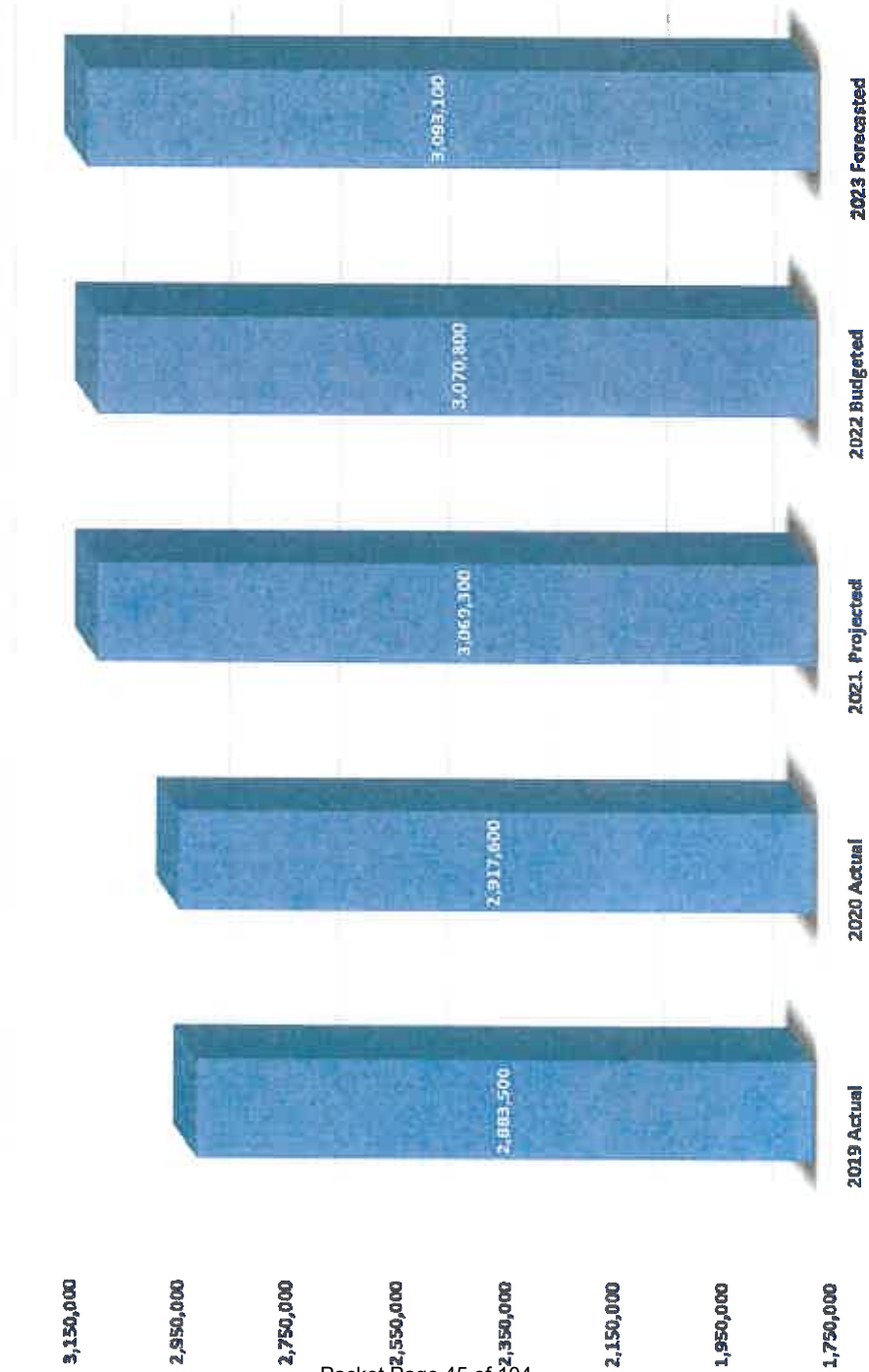
**increased 3.0% or \$543,800 over Fiscal 2021 Amended Budget,**

### ■ Overall Property

**Taxes only covers 57% of the General Fund Fiscal 2022 Budgeted expenditures of \$18.8M**



## State Shared Revenue & Local Community Stabilization Act

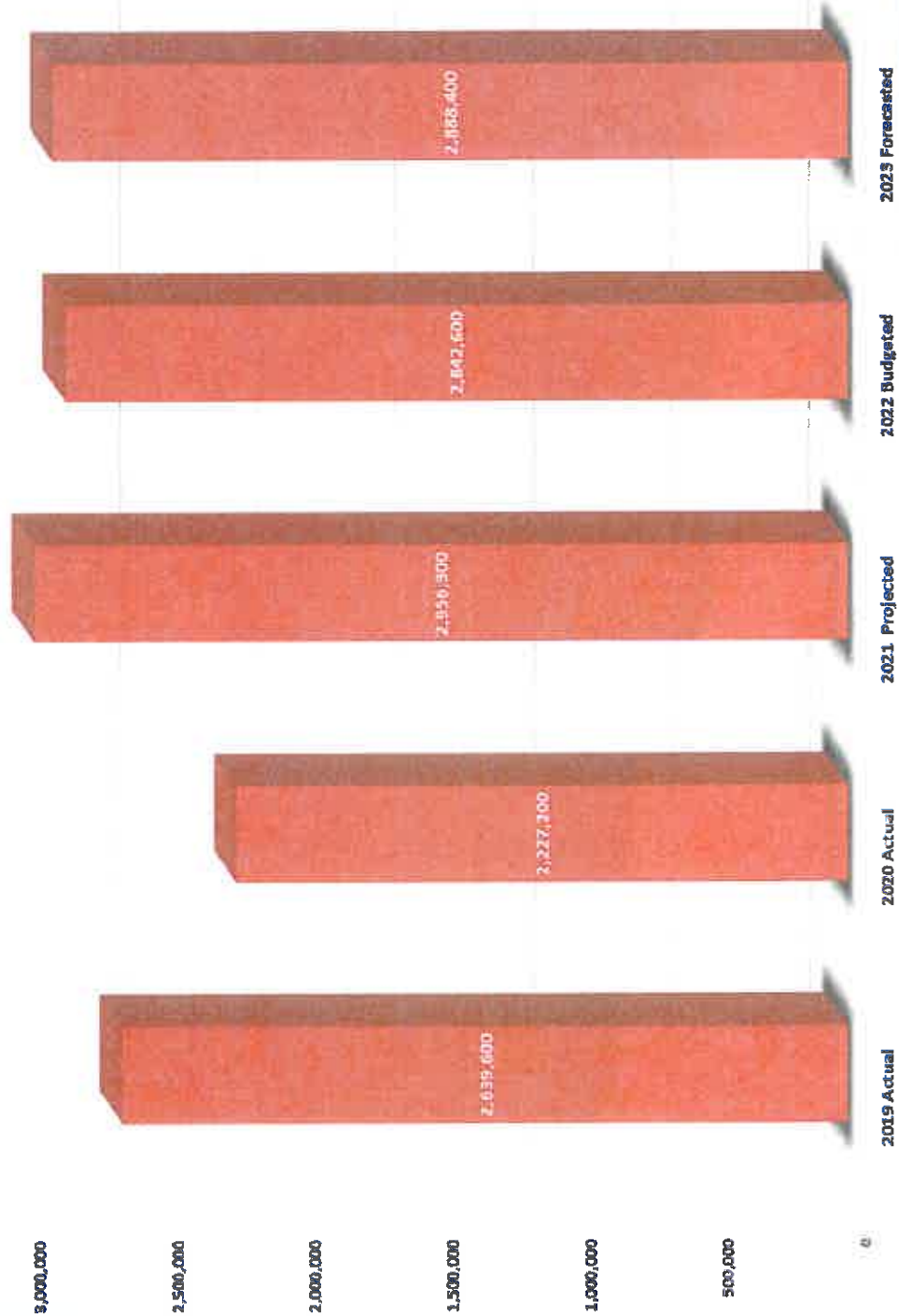


State Shared Revenues (SSR) and Local Community Stabilization Act (LCSA) Revenues reflect an increase of \$336,200 over Fiscal 2021.

- State Shared Revenue estimated 2021-2022 Revenue Sharing reflect and expected increase of 10.3% or \$248,600,
- Local Community Stabilization Act Revenue estimates reflect an increase of \$87,600 over Fiscal 2021,
- Overall SSR & LCSA covers 16% of the General Fund Fiscal 2022 Budgeted expenditures of \$18.8M.



## Program Revenue

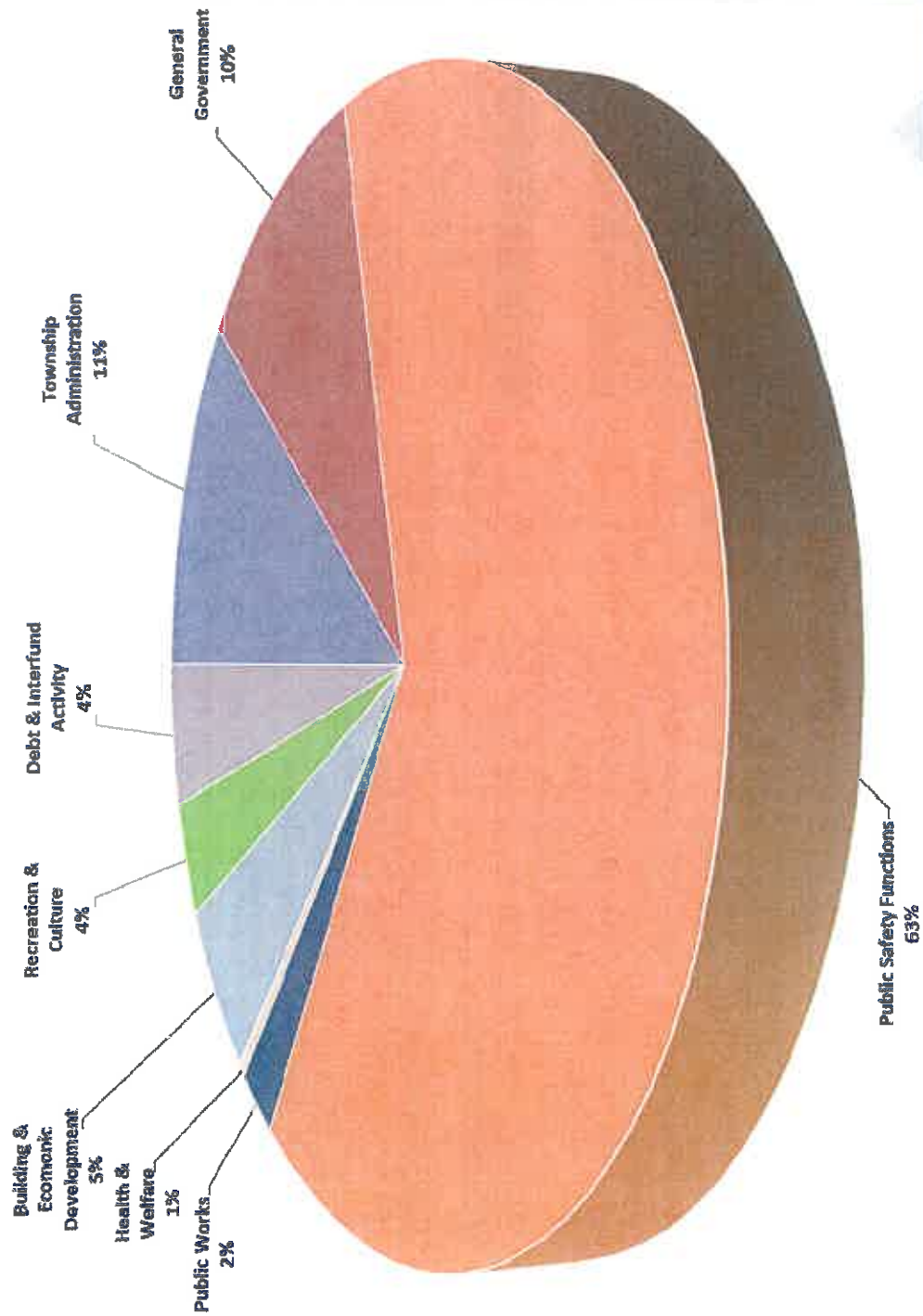


Program Revenue for services are budgeted at \$2.8M reflecting an increase of 11.7% or \$297,700 over Fiscal 2021

- Increases are primarily due to budgeted Building Inspection Charges for Services in Fiscal 2022 of \$174,500 making up 58.6% of this increase,
- The remaining Program Revenue increase of \$123,000 due to trending growth in the General Government Charges for Services,
- Program Revenue makes up 15% of the overall sources for Fiscal 2022 Budgeted expenditures.

Fiscal 2021 Projected Revenue reflects the Building Inspection increase of \$302k and other General Government Charges for Services Revenue of \$109k

## Funding Uses by Township Function



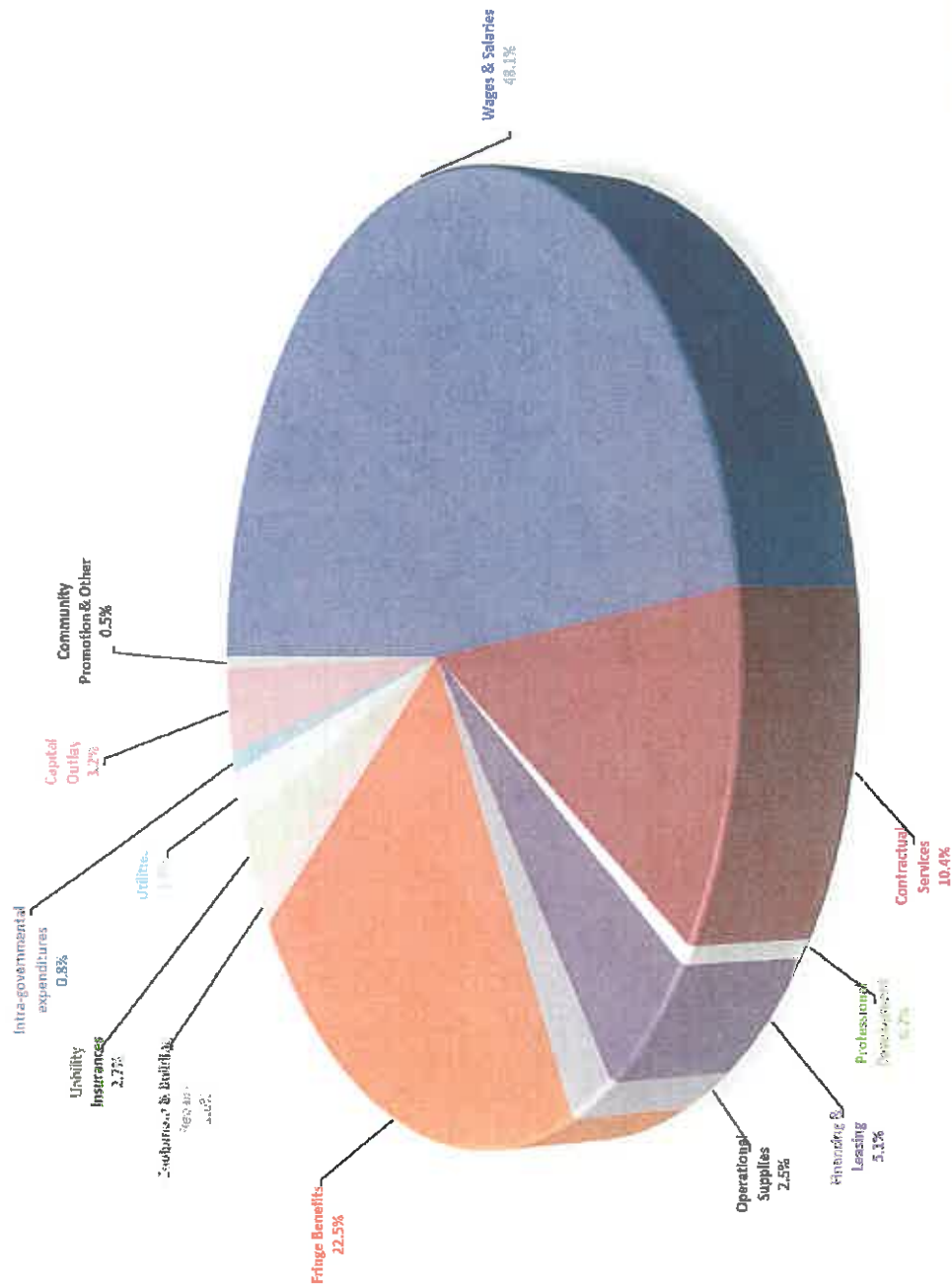
Township Functions	Amount
Public Safety Functions	\$ 31,532,200
General Government	\$ 1,929,200
Township Administration	\$ 2,037,700
Building & Economic Development	\$ 1,006,900
Debt & Interfund Activity	\$ 828,600
Recreation & Culture	\$ 662,200
Public Works	\$ 424,800
Health & Welfare	\$ 86,000
<b>FY2022 Requested Budget</b>	<b>18,807,600</b>

## General Fund Department Functions

Administration		Budget	%	Building & Planning/Zoning	Budget	%
Township Board	Legislative	\$ 63,800		Building Department	\$ 758,000	
Township Supervisor	Chief Executive	\$ 369,900		Planning Department	230,900	
Accounting Office	Financial & Tax Administration	\$ 266,800		Zoning Board of Appeals	Community & Economic Devel	5,200
Township Clerk	Financial & Tax Administration	\$ 389,700		Planning Commission	Community & Economic Devel	12,800
Information Technology	Financial & Tax Administration	\$ 210,500		Total Building & Planning	\$ 1,006,900	5%
Board of Review	Financial & Tax Administration	\$ 2,900				
Township Treasurer	Financial & Tax Administration	\$ 348,200				
Township Assessor	Financial & Tax Administration	\$ 385,900		Parks & Recreation	Budget	%
Total Administration		\$ 2,037,700	11%	Parks & Recreation	662,200	
				Total Parks & Recreation	\$ 662,200	4%
General Government		Budget	%	Health & Welfare	Budget	%
General Government	General Government	\$ 1,016,200.00		Senior Center	Health & Welfare	66,000
Elections Office	General Government	\$ 358,600.00		Community Center	Health & Welfare	20,000
Building & Grounds	General Government	\$ 158,800.00		Total Health & Welfare	\$ 86,000	0%
Civil Service Merit	General Government	\$ 2,500.00				
Municipal Insurance	General Government	\$ 393,100.00		Roads/Streets	Budget	%
Total General Government		\$ 1,929,200.00	10%	Roads & Streets	424,800	
				Total Public Works	\$ 424,800	2%
Public Safety		Budget	%			
Police Department	Public Safety Functions	5,100,600		Debt & Interfund Transfers	Budget	%
Dispatch Department	Public Safety Functions	1,494,800		Debt & Interfund Transfers	828,600	
Fire Department	Public Safety Functions	5,093,700		Total Debt & Interfund Transfers	\$ 828,600	4%
Jail/Corrections Department	Public Safety Functions	117,100				
Emergency Management	Public Safety Functions	26,000				
Total Public Safety		11,832,200	63%	Total Fiscal Year 2022 Requested Budget	\$ 18,807,600	



## FY2022 GENERAL FUND FINANCE USE CATEGORIES



Budget Category	Amount
Wages & Salaries	\$ 9,040,000
Fringe Benefits	\$ 4,228,000
Contractual Services	\$ 1,951,700
Professional Development	\$ 124,600
Operational Supplies	\$ 966,300
Equipment & Building Repairs	\$ 464,500
Liability Insurances	\$ 292,100
Utilities	\$ 516,800
Intra-governmental expenditures	\$ 364,900
Capital Outlay	\$ 155,000
Community Promotion & Other	\$ 609,200
Total FY2022 Requested Budget	\$ 18,807,600

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 09/16/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>ESTIMATED REVENUES</b>										
<b>Dept 261 - General Government Operating Revenue</b>										
101-261-402.000	Tax - Real Property Taxes - Gen Gov't	1,446,300	1,497,700	9,659,100	1,538,200	1,538,200	1,562,900	1,604,300	24,700	1.6%
101-261-403.301	Tax - Extra Voted Property Taxes/Police	4,550,200	4,415,700	-	4,839,300	4,839,300	4,597,100	4,718,900	(242,200)	-5.0%
101-261-403.336	Tax - Extra Voted Property Taxes/Fire	3,224,900	3,656,200	-	3,429,700	3,429,700	3,807,600	3,908,500	377,900	11.0%
101-261-434.000	General Revenue - Trailer Tax	4,400	4,400	3,300	4,500	4,500	4,500	4,500	-	0.0%
101-261-447.000	Tax - Property Tax Administration Fee	643,500	677,900	706,700	706,700	700,000	727,000	748,800	27,000	3.9%
101-261-476.000	Program Revenue - Misc Business Licenses	4,000	3,900	600	5,000	5,000	5,200	5,400	200	4.0%
101-261-477.000	Program Revenue - Cable TV - Franchise	550,800	528,600	389,200	525,000	515,000	520,000	515,000	5,000	1.0%
101-261-478.000	Program Revenue - Cable TV - PEG Fund	148,300	140,800	102,300	138,200	138,000	138,000	135,000	-	0.0%
101-261-480.000	Program Revenue - Dog Licenses	4,300	3,600	3,100	4,400	4,400	4,400	4,500	-	0.0%
101-261-505.336	Federal Grant - Public Safety/Fire (2022) FY2022 SAFER Grant Expires February 2022	91,700	199,500	37,900	108,600	145,000	3,500	0	(141,500)	-97.6%
101-261-522.000	Federal Grant - CDBG Revenue	152,600	28,300	20,000	20,000	20,000	20,000	20,000	-	0.0%
101-261-524.000	Federal Grant - US Forestry Grant	2,500	-	-	-	-	-	-	-	0.0%
101-261-528.000	Federal Grant - Other (2022) Nocer PSHPRR - FY2020 Public Safety Public Health Payroll Reimbursement Grant	685,900	176,300	176,300	176,300	-	-	-	-	0.0%
101-261-542.000	State Grant- Law Enforcement Distr PA302	4,600	3,600	1,600	3,200	5,000	5,000	5,100	-	0.0%
101-261-543.301	State Grant - Public Safety/Police	18,900	-	-	-	-	-	-	-	0.0%
101-261-543.325	State Grant - Public Safety/Dispatch	200,000	-	-	-	-	-	-	-	0.0%
101-261-543.336	State Grant - Public Safety/Fire	200,000	-	-	-	-	-	-	-	0.0%
101-261-559.000	State Grant- 911 In-Service PSAP Training	12,700	12,100	11,800	11,800	12,700	12,500	12,500	(200)	-1.6%
101-261-572.000	State Grant - METRO Act PA 48	21,200	23,300	28,400	28,400	20,000	31,500	35,000	11,500	57.5%
101-261-573.000	Local Community Stabilization Share	354,500	400,100	62,500	417,600	330,000	417,600	417,600	87,600	26.5%
101-261-574.000	State Grant - State Revenue Sharing	2,529,000	2,517,500	1,397,100	2,651,700	2,404,600	2,653,200	2,675,500	248,600	10.3%
101-261-576.000	State Grant - Spec Election Reimbursement	-	73,400	-	-	-	-	-	-	0.0%
101-261-586.325	Contribution- City of Plymouth Dispatch (2022) City of Plymouth - Cost Share for Dispatch/Jail Services based on 32% of Annual Cost @ \$44,700 mo (2023) City of Plymouth - Cost Share for Dispatch/Jail Services based on 30% of Annual Cost @ \$42,370 mo	465,400	417,500	441,500	551,000	440,000	536,400	541,300	96,400	21.9%
101-261-586.336	Contribution- City of Plymouth Fire HC	74,000	71,000	38,500	79,300	75,000	75,000	75,000	-	0.0%
101-261-589.000	Local Grant - Wayne County Parks (2022) Wayne County Parks - Intra-governmental Agreements (Share of County Levied Park Millages)	-	68,900	-	65,000	65,000	69,000	69,000	4,000	6.2%
101-261-592.000	Local Grant - SMART Municipal Credits	28,200	28,300	23,600	27,000	27,000	27,100	27,200	100	0.4%
101-261-594.000	Local Grant - Non-Profit Local Grant	-	8,200	-	-	-	-	-	-	0.0%
101-261-596.000	Local Grant- CWW - 911 Local & Statewide	144,800	112,700	80,200	148,400	148,400	150,000	154,900	1,600	1.1%
101-261-605.301	Charge for Service - Police Overtime	38,700	14,300	10,900	25,000	25,000	30,000	30,000	5,000	20.0%
101-261-605.336	Charge for Service - Fire Overtime	-	4,900	-	-	-	-	-	-	0.0%
101-261-613.000	Charge for Service - District Court Fees	11,600	14,400	8,800	10,500	15,000	15,000	15,500	-	0.0%
101-261-615.000	Charge for Service- Police False Alarms	30,800	4,700	12,900	14,000	12,000	15,000	15,000	3,000	25.0%
101-261-616.000	Charge for Service - Police Reports	10,700	8,900	7,700	10,000	10,000	15,000	15,000	5,000	50.0%
101-261-619.000	Charge for Service- Fire/Transports/Twp	152,100	111,100	116,300	150,000	150,000	155,000	160,000	5,000	3.3%
101-261-632.001	Charge for Service - Parks & Recreation	55,300	50,300	83,900	85,000	56,100	80,000	85,000	23,900	42.6%
101-261-637.248	Intergov-Due From Downtown Development (2022) Supervisor's Office - Admin for Downtown Development Authority	-	-	19,700	26,300	26,300	26,100	26,100	(200)	-0.8%
101-261-637.592	Intergov-Due From Water & Sewer Fund (2022) GE Cost for DPW Services (@ 2.5% Union Contract Rate Inc) (2022) W&S Cost Share of Township Newsletter (2022) W&S Cost Share of Township Network/Server/Firewall/Microsoft Office 360/Training Room	764,900	752,400	608,600	811,500	811,500	831,800	852,600	20,300	2.5%

(2023) GF Cost for DPW Services (@ 2.5% Union Contract Rate Inc)									
(2023) W&S Cost Share of Township Newsletter									
(2023) W&S Cost Share of Township Network/Server/Firewall/Microsoft Office 365/Training Room									
101-261-637.596	Intergov- Due From Rubbish Collection	-	-	21,800	29,100	29,100	32,100	30,500	10.3%
(2022) Supervisor Office - Admin for Rubbish Collection Fund									
(2022) Rubbish Collection Fund Intergovernmental - Payroll/HR Services & IT Computer Services									
101-261-640.002	Charge for Service- Golf Course Contract	-	-	51,400	51,400	51,400	60,000	50,000	16.7%
(2022) Estimated Golf Course Revenue Sharing FY2022									
(2023) Estimated Golf Course Revenue Sharing FY2023									
101-261-642.002	Charge for Service - Passport Fees	11,700	1,500	9,000	12,500	10,000	15,000	5,000	50.0%
101-261-642.003	Charge for Service - Recording Fees	-	400	100	400	-	500	500	100.0%
101-261-642.004	Charge for Service- Candidate Filing Fee	-	2,500	-	-	-	-	-	0.0%
101-261-646.001	Charge for Service- Planning/Zoning Fee	85,500	80,000	67,500	100,000	85,000	100,000	100,000	17.6%
101-261-647.001	Planning Tree Sales - Payment in Lieu of	22,200	26,500	70,400	71,000	20,000	35,000	35,000	75.0%
101-261-647.002	Planning Sidewalks - Payment in Lieu of	57,300	-	23,600	23,600	20,000	25,000	25,000	25.0%
101-261-647.003	Planning Amenities - Payment in Lieu of	-	-	-	-	-	20,000	-	100.0%
(2022) Purcell Property									
101-261-654.001	Transportation Services Token Revenue	1,400	300	-	-	-	7,000	-	100.0%
101-261-665.000	Interest Income	110,300	47,600	113,200	122,000	100,000	100,000	100,000	0.0%
101-261-674.000	Private Contributions & Donations	-	4,500	-	-	-	22,000	-	100.0%
101-261-676.000	Reimbursements Revenue	343,000	267,600	126,000	200,000	200,000	226,500	225,000	13.3%
101-261-687.000	Refunds & Rebates	-	500	-	-	-	-	-	0.0%
101-261-688.000	Miscellaneous Revenue/Income	46,900	314,900	44,300	308,500	31,000	325,000	55,000	948.4%
101-261-689.000	Cash Over or Short	-	-	(500)	-	-	-	-	0.0%
101-261-692.000	Proceeds from Sale of Land	-	-	-	90,000	90,000	90,000	-	0.0%
(2022) Purchase Agreement 5Yr Contract Agreement - Move to Purchase Agreement Revenue Account post Mapping									
101-261-693.000	Sale of Capital Asset (Gov't)	606,100	-	-	-	-	-	-	0.0%
101-261-693.301	Sale of Capital Asset (Gov't) - Police	-	-	6,900	6,900	-	10,000	10,000	100.0%
101-261-693.336	Sale of Capital Asset (Gov't) - Fire	-	15,600	500	500	-	500	500	100.0%
101-261-696.000	Debt Proceeds - Other Financing Source	-	43,900	-	-	-	-	-	0.0%
101-261-696.336	Debt Proceeds - Other Financing Source	937,700	-	-	-	-	-	-	0.0%
Total Estimated Revenue - 261 Dept General Government									
		18,163,000	17,345,000	14,586,700	17,627,500	16,609,200	17,604,000	17,614,300	6.0%

# ESTIMATED REVENUES

## Dept 371 - Building Inspection Department

101-371-626.001	Charge for Service - Abated/Weed Cutting	2,900	1,100	400	2,000	2,000	2,500	2,500	25.8%
101-371-627.000	Charge for Service- Building Inspections	1,140,800	988,800	1,239,000	1,368,300	1,125,000	1,250,000	1,300,000	11.1%
101-371-628.000	Charge for Service- Plumbing Permits	48,400	38,600	48,000	60,000	50,000	70,000	80,000	40.0%
101-371-629.000	Charge for Service- Heating Permits	127,100	94,700	102,400	135,000	117,500	140,000	150,000	19.1%
101-371-630.000	Charge for Service- Electrical Permits	122,500	96,700	123,800	150,000	122,500	125,000	135,000	2.0%
101-371-631.000	Charge for Service- Refrigeration Permit	13,000	11,500	10,400	15,000	11,000	15,000	15,000	36.4%
101-371-632.000	Charge for Service- Vacant Property	200	-	-	-	-	-	-	0.0%
101-371-676.000	Reimbursements Revenue	-	2,100	-	-	-	-	-	0.0%
101-371-688.000	Miscellaneous Revenue/Income	18,500	-	-	-	-	-	-	0.0%
Total Estimated Revenue - 371 Dept Building Department									
		1,473,400	1,233,500	1,524,000	1,730,300	1,428,000	1,602,500	1,682,500	12.2%
Total Estimated Revenue 101 General Fund									
		19,636,400	18,578,500	16,110,700	19,357,800	18,037,200	19,206,500	19,296,800	6.5%



# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 09/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 101 - Township Board of Trustees</b>										
101-101-703.000	Wages - Part Time Employees	47,900	48,100	28,900	48,900	48,000	48,900	48,900	900	1.9%
101-101-710.000	Social Security/Medicare	3,700	3,700	2,200	3,800	3,700	3,800	3,800	100	2.7%
101-101-720.000	Workers Compensation Insurance	100	100	100	200	200	200	200	-	0.0%
101-101-801.000	Professional & Contractual Services	-	-	300	400	400	500	600	100	25.0%
101-101-850.000	Communications/Phones/Radio/Cell	-	-	200	300	300	400	400	100	33.3%
[2022] CBTS - Phone System										
101-101-859.000	Communications - Qualifying PEG Expenses	-	-	6,100	3,300	3,300	5,000	5,000	1,700	51.5%
[2022] Website Development Upgrade										
101-101-880.000	Community Promotion/Service	2,400	100	-	5,200	5,200	500	500	(4,700)	-90.4%
[2022] Annual Taste of Plymouth Event										
101-101-901.000	Publishing Services	-	200	-	500	500	600	600	100	20.0%
101-101-957.000	Membership & Dues	200	200	2,200	2,400	2,400	2,700	2,700	300	12.5%
[2022] Annual Chamber of Commerce Dues										
[2022] Annual The Senior Alliance										
101-101-958.000	Professional Development & Training	-	-	200	1,000	1,000	1,200	1,200	200	20.0%
[2022] Training/Association Educational Classes 4 members @ \$3,000 ea										
101-101-970.000	Capital Outlay	-	1,700	59,500	66,000	66,000	-	-	(64,000)	-100.0%
<b>Total Appropriations for Dept 101 - Township Board of Trustees</b>										
		54,200	54,100	99,700	132,000	131,000	63,800	63,900	(64,000)	-51.3%

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 171 - Township Supervisor</b>										
101-171-702.000	Wages - Full Time Employees	189,700	193,800	108,500	182,800	186,300	182,800	182,800	(3,500)	-1.9%
101-171-703.000	Wages - Part Time Employees	-	300	8,200	18,000	23,500	22,400	22,400	(1,100)	-4.7%
101-171-710.000	Social Security/Medicare	14,400	14,700	8,900	15,700	16,300	15,700	15,700	(600)	-3.7%
101-171-716.000	Defined Contribution Retirement - 401a (2022) Alerus Financial - 401a Plan @15% Base Wage	26,200	24,300	15,900	27,400	27,400	27,400	27,400	-	0.0%
101-171-718.000	Medical & Other EE Insurance (2022) Medical/Optical/Vision/Life & LTD/HCSP	11,200	8,900	6,400	10,500	10,500	11,700	12,500	1,200	11.4%
101-171-720.000	Workers Compensation Insurance	500	400	600	900	900	900	1,000	-	0.0%
101-171-752.000	Supplies - Office Supplies	3,900	1,700	500	1,500	1,500	1,500	1,600	-	0.0%
101-171-757.000	Supplies - Operational Supplies	-	-	100	400	400	400	400	-	0.0%
101-171-791.000	Supplies - Subscriptions & Magazines (2022) MIRS Annual Subscription (2022) Grains Annual Subscription	-	-	1,100	1,200	1,200	1,300	1,300	100	8.3%
101-171-801.000	Professional & Contractual Services (2022) Corporate Benefits Solution - HC & Enrollment Services @ \$102 per mo	4,100	3,600	2,800	3,600	4,800	4,800	4,800	-	0.0%
101-171-805.000	Professional - Human Resources Services (2022) Ecto- HR Human Resources Services	80,700	99,300	47,300	82,800	86,200	85,300	87,900	(900)	-1.0%
101-171-850.000	Communications/Phones/Radio/Cell (2022) CBTS - Phone System (2022) AT&T Long Distance & Copper Phone Circuits	3,700	4,700	1,800	2,700	2,200	2,700	2,800	500	22.7%
101-171-851.000	Communication - Mail/Postage	-	200	200	1,100	1,100	1,200	1,200	100	9.1%
101-171-852.000	Communications - Internet Services (2022) AT&T 250 MB Internet Services	-	-	700	1,800	1,800	1,800	1,800	-	0.0%
101-171-902.000	Marketing & Advertising	-	-	-	500	500	500	600	-	0.0%
101-171-920.000	Utilities (2022) Natural Gas - Consumer Energy (2022) Electric - Electric Choice	10,200	10,000	3,700	6,900	11,100	6,900	6,900	(4,200)	-37.8%
101-171-928.000	Office Equipment Service Agmts/Repairs (2022) Konica Minolta Business - Copier Equipment Maint Agmt (2022) RD Roome Co - Printer Equipment Maintenance Agmt	-	-	500	900	1,300	1,000	1,100	(300)	-23.1%
101-171-940.000	Rentals/Leased Equipment (2022) Dell Financial - Computer Leases (1) HR & (1) Payroll (2022) Add Dell Financial - Computer Leases (2) Supervisor's Office	200	500	400	600	600	1,600	1,600	1,000	166.7%
101-171-958.000	Professional Development & Training	300	-	-	-	-	-	-	-	0.0%
101-171-970.000	Capital Outlay	200	-	-	-	-	-	-	-	0.0%
<b>Total Appropriations for Dept 171 - Township Supervisor</b>		<b>345,300</b>	<b>362,400</b>	<b>207,600</b>	<b>359,300</b>	<b>377,600</b>	<b>369,900</b>	<b>373,800</b>	<b>(7,700)</b>	<b>-2.0%</b>

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 8/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 191 - Accounting Office</b>										
101-191-702.000	Wages - Full Time Employees (2022) Wages - Full Time Employees	-	-	86,900	168,300	168,300	168,300	168,300	-	0.0%
	(2022) Healthcare Opt-Out						160,500			
							7,800			
101-191-703.000	Wages - Part Time Employees	-	-	16,800	38,800	38,800	40,600	41,800	1,800	4.6%
101-191-710.000	Social Security/Medicare	-	-	7,100	15,900	15,800	16,000	16,100	200	1.3%
101-191-716.000	Defined Contribution Retirement - 401a	-	-	11,100	24,100	24,100	24,100	24,100	-	0.0%
	(2022) Alerus Financial - 401a Plan @15% Base Wage									
101-191-718.000	Medical & Other EE Insurances	-	-	2,300	5,300	5,400	5,200	5,200	(200)	-3.7%
	(2022) Life, AD&D, LTD & HSP									
101-191-720.000	Workers Compensation Insurance	-	-	-	400	400	1,000	1,000	600	150.0%
101-191-752.000	Supplies - Office Supplies	-	-	-	1,000	1,000	1,000	1,100	-	0.0%
101-191-757.000	Supplies - Operational Supplies	-	-	-	2,800	2,800	2,000	2,000	(800)	-28.6%
	(2022) Accounting Operational Supplies						1,000			
	(2022) Accounts Payable Desktop Scanner						1,000			
101-191-801.000	Professional & Contractual Services	-	-	-	1,000	1,000	1,100	1,200	100	10.0%
	(2022) 1099 Forms									
	(2022) BASIC PSA Admin Fee									
101-191-850.000	Communications/Phones/Radio/Cell	-	-	100	900	900	1,000	1,100	100	11.1%
	(2022) CBTS - Phone System									
	(2022) AT&T Long Distance & Copper Phone Circuit									
101-191-852.000	Communications - Internet Services	-	-	-	300	300	400	500	100	33.3%
	(2022) AT&T 250 MB Internet Services									
101-191-920.000	Utilities	-	-	-	3,300	2,700	3,400	3,400	700	25.9%
	(2022) Water & Sewer						200			
	(2022) Electric						2,400			
	(2022) Heat- Natural Gas						800			
101-191-940.000	Rentals/Leased Equipment	-	-	400	600	900	600	600	(300)	-33.3%
	(2022) Dell Financial Services - Computer Leases (3)									
101-191-957.000	Memberships & Dues	-	-	-	500	300	500	500	200	66.7%
	(2022) MMTA Annual Membership Dues						200			
	(2022) GFOA Membership						300			
101-191-958.000	Professional Development & Training	-	-	-	1,500	1,500	1,600	1,600	100	6.7%
	(2022) GFOA- Accounting GASB & GAAP Training & Webinars						500			
	(2022) MMTA - (MCP) Can't Educ - 10 Cr. per yr req.						1,100			
<b>Total Appropriations for Dept 191 - Accounting</b>		-	-	124,700	264,700	264,200	266,800	268,300	2,600	1.0%

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 8/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 215 - Clerk</b>										
101-215-702.000	Wages - Full Time Employees (2022) Wages - Full Time Employees (2022) Healthcare Opt-Out (2022) Excessive Sick Payout	413,400	459,800	169,000	257,000	257,400	238,600 234,000 2,593 700	240,100	(18,500)	-7.3%
101-215-703.000	Wages - Part Time Employees (2022) Wages - Part Time Employees (2022) Wages - Township Board Meetings	8,100	23,300	10,500	20,400	20,400	10,600 8,200 2,400	10,800	(9,800)	-48.0%
101-215-705.000	Wages - Overtime	2,000	11,400		2,000	2,000	2,000	2,000	-	0.0%
101-215-710.000	Social Security/Medicare (2022) Social Security & Medicare @ 7.65%	32,200	40,700	13,300	21,100	20,700	19,200	19,600	(1,500)	-7.2%
101-215-716.000	Defined Contribution Retirement - 401a (2022) Alerus Financial - 401a Plan @15% Base Wages	45,900	45,700	11,900	37,500	36,800	35,100	35,300	(1,700)	-4.6%
101-215-718.000	Medical & Other EE Insurances (2022) Medical/Optical/Vision/Life & LTD/PPSP	16,700	23,700	13,700	35,600	35,600	31,400	34,100	(4,200)	-11.8%
101-215-720.000	Workers Compensation Insurance	900	700	1,300	1,500	1,500	1,400	1,500	(100)	-6.7%
101-215-752.000	Supplies - Office Supplies (2022) General Office Supplies/Toner (2022) Pitney Bowes Red Ink Cartridges & Cleaning Kit	25,200	10,900	3,500	12,900	12,900	13,000	13,200	100	0.8%
101-215-757.000	Supplies - Operational Supplies	5,200	-	-	1,500	-	1,500	1,500	1,500	100.0%
101-215-801.000	Professional & Contractual Services (2022) Offsite Document Storage - Iron Mountain (2022) BASIC - FSA Administration Fees	40,900	3,900	1,600	3,300	3,300	3,300 1,000 200	3,400	-	0.0%
101-215-831.000	Contractual - Computer Services	-	400	-	-	-	-	-	-	0.0%
101-215-850.000	Communications/Phones/Radio/Cell (2022) CBTS - Phone System (2022) AT&T Long Distance & Copper Phone Circuits	1,800	2,300	2,000	2,500	1,700	2,600 1,950 650	2,600	900	52.9%
101-215-851.000	Communication - Mail/Postage (2022) General Postage & Overnight Delivery	-	100	500	1,100	1,200	1,200	1,200	-	0.0%
101-215-852.000	Communication - Internet Services (2022) AT&T 250 MB Internet Services	-	-	400	900	900	1,000	1,000	100	11.1%
101-215-861.000	Mileage & Parking Reimbursement (2022) Mileage Reimbursements - Non Seminar/Education	-	-	-	200	200	200	200	-	0.0%
101-215-901.000	Publishing Services (2022) Public Notices - Various Board Meetings/Spc Asmt Districts/Notices, etc. (2022) Advertisement Postings/Solicitations/Bids	6,000	3,000	3,800	5,500	5,500	6,000 5,000 1,000	6,000	500	9.1%
101-215-920.000	Utilities (2022) Water & Sewer (2022) Electric (2022) Heat	8,900	9,000	7,300	8,800	7,000	9,200 400 4,800 2,300	9,200	2,200	31.4%
101-215-934.000	Office Equipment Service Agmts & Repairs (2022) Equipment Service Repairs/Maintenance	1,300	400	500	1,000	1,000	1,000	1,000	-	0.0%
101-215-940.000	Rentals/Leased Equipment (2022) Dell Financial Services - Computer Leases (\$) (2022) Great American - Sharp MX Copier (Cost Share w/Elections) (2022) Pitney Bowes Postage Meter (Qtyr Cost Share w/Elections)	1,600	9,700	5,200	8,000	8,000	8,800 1,800 4,400 2,800	8,800	800	10.0%



101-215-957.000	Membership & Dues (2022) MAMC - MI Assoc. Municipal Clerks Membership (2022) Wayne County Clerks Association Membership (3)	600	200	300	400	400	400	-	0.0%
101-215-958.000	Professional Development & Training (2022) MAMC - Michigan Association of Clerks - Institute (2)	200	-	3,200	3,200	3,200	3,300	-	0.0%
101-215-970.000	Capital Outlay	2,900	-	-	-	-	-	-	0.0%
Total Appropriations for Dept 215 - Clerk Office		613,200	244,700	424,300	419,700	389,700	395,200	(10,000)	-7.1%

\* FY2021 - FY2023 Remove Accounting Function to comply with SOM reporting

\* FY2022 - FY2023 Election Specialist has been budgeted 100% under the Election Function

Previously Combined Dept	689,000	689,000	689,900	656,500	663,500	-4.0%
Act'g Office	264,700	419,700	266,800	268,300		
Clerk Office	424,300	264,200	389,700	395,200		



# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 03/31/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2023 Over FY2022 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 228 - Information Technology</b>										
101-228-702.000	Wages - Full Time Employees	102,500	104,200	63,600	104,200	104,200	106,500	106,500	2,300	2.2%
101-228-703.000	Wages - Part Time Employees	29,400	31,600	19,900	32,200	32,200	38,100	39,000	5,900	18.3%
101-228-710.000	Social Security/Medicare	9,700	9,900	6,100	10,800	10,500	11,100	11,100	600	5.7%
101-228-716.000	Defined Contribution Retirement - 401a	14,900	14,200	9,200	16,000	15,700	15,700	15,700	-	0.0%
101-228-718.000	Medical & Other EE Insurance	18,200	18,100	13,200	22,600	19,200	22,300	24,500	3,100	16.1%
101-228-720.000	Workers Compensation Insurance	300	300	300	500	500	500	500	-	0.0%
101-228-752.000	Supplies - Office Supplies	800	1,500	-	1,500	2,000	1,500	1,500	(500)	-25.0%
101-228-757.000	Supplies - Operational Supplies	-	1,400	-	4,700	4,700	-	-	(4,700)	-100.0%
(2022) Training Room IT Monitors										
(2022) Training Laptop (1) Replacement										
101-228-801.000	Professional & Contractual Services	-	100	-	2,200	2,100	2,200	2,200	100	4.8%
(2022) Hard Drive Media Shredding Services										
101-201-850.000	Communications/Phones/Radio/Cell	3,100	3,800	1,600	2,300	2,300	2,400	2,400	100	4.3%
(2022) CBTS - Phone System										
(2022) Verizon Wireless Cell Phone										
(2022) AT&T Long Distance & Copper Phone Circuits										
101-228-852.000	Communications - Internet Services	-	-	500	1,100	1,100	1,100	1,100	-	0.0%
(2022) AT&T 250 MB Internet Services										
101-228-861.100	Mileage & Parking Reimbursement	-	-	-	200	400	200	200	(200)	-50.0%
101-228-920.000	Utilities	5,500	5,400	3,100	5,400	5,600	5,400	5,400	(200)	-3.6%
(2022) Water & Sewer										
(2022) Heat										
(2022) Electric										
101-228-934.000	Office Equipment Service Agmts & Repairs	11,800	100	100	200	300	200	200	(100)	-33.3%
(2022) Konica Minolta Business - Copier Equipment Maint Agmt										
101-228-940.000	Rentals/Leased Equipment	400	1,400	1,100	1,500	1,500	2,200	2,200	700	46.7%
(2022) Dell Financial Leased Computers (5) Server & Training Room										
101-228-957.000	Membership & Dues	-	-	-	100	100	100	100	-	0.0%
(2022) Annual IMA/IMA's Membership Dues										
101-228-958.000	Professional Development & Training	600	100	-	1,000	900	1,000	1,100	100	11.1%
(2022) Annual CIMA Conference Registration & Lodging										
(2022) Conference Mileage										
(2022) Conference Meals										
101-228-970.000	Capital Outlay	55,800	6,000	-	-	-	-	-	-	0.0%
<b>Totals Appropriations for Dept 228 - Information Technology</b>										
		253,100	198,100	118,700	206,500	203,300	210,500	213,700	7,200	3.5%

**Budget Report for Charter Township of Plymouth**

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 247 - Board of Review</b>										
101-247-703.000	Wages - Part Time Employees (2023) JBOR, DBOR, & MBOR	1,700	2,100	2,100	2,500	2,500	2,500	2,500	-	0.0%
101-247-710.000	Social Security/Medicare	100	200	200	200	200	200	200	-	0.0%
101-247-757.000	Supplies - Operational Supplies	200	-	100	200	200	200	200	-	0.0%
<b>Total Appropriations for Dept 247 - Board of Review</b>		2,000	2,300	2,400	2,900	2,900	2,900	2,900		0.0%

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 253 - Treasurer</b>										
101-253-702.000	Wages - Full Time Employees	170,000	175,600	115,400	199,900	208,500	228,000	229,200	19,500	9.4%
101-253-703.000	Wages - Part Time Employees	54,900	56,200	22,200	22,200	22,200	-	-	(22,200)	-100.0%
101-253-705.000	Wages - Overtime	-	100	-	-	-	1,500	1,500	1,500	100.0%
101-253-710.000	Social Security/Medicare	17,700	17,500	10,300	17,100	21,900	17,600	17,700	(4,300)	-19.6%
101-253-716.000	Defined Contribution Retirement - 401a	25,000	23,500	17,100	33,500	30,900	33,100	33,200	2,200	7.1%
101-253-718.000	Medical & Other EE Insurances	21,600	22,700	14,200	22,400	22,400	20,000	22,300	(2,400)	-10.7%
101-253-720.000	Workers Compensation Insurance	400	300	600	1,100	1,100	1,500	1,500	400	36.4%
	(2022) Annual MML Report (Increasing from 2 full-time to 3 full-time)									
101-253-752.000	Supplies - Office Supplies	2,400	2,100	1,600	2,100	2,100	2,100	2,100	-	0.0%
101-253-757.000	Supplies - Operational Supplies	-	-	-	-	-	2,500	2,500	2,500	100.0%
101-253-801.000	Professional & Contractual Services	9,700	6,300	-	-	-	-	-	-	-
101-253-831.000	Contractual - Computer Services	-	-	5,600	8,300	8,400	8,700	8,800	300	3.6%
	(2022) Animal License									
	(2022) Cash Receipting									
	(2022) Spec. Assessment									
	(2022) Tax Module									
	(2022) Access My Gov - Online Services									
101-253-850.000	Communications/Phones/Radio/Cell	3,800	4,600	1,800	2,700	2,500	2,600	2,600	100	4.0%
	(2022) CBTS - Phone System									
	(2022) Verizon Wireless Cell Phone									
101-253-851.000	Communication - Mail/Postage	10,900	12,100	6,600	13,600	13,600	14,200	14,200	600	4.4%
	(2022) Annual Summer & Winter Tax Bills									
	(2022) Annual Post Office Box Fee									
	(2022) General Postage									
101-253-852.000	Communications - Internet Services	-	-	600	1,500	1,500	1,600	1,600	100	6.7%
	(2022) AT&T 250 MB Internet Services									
101-253-861.100	Mileage & Parking Reimbursement	-	-	-	100	100	100	100	-	0.0%
101-253-900.000	Printing Services	6,800	7,100	3,700	7,400	7,400	7,600	7,800	200	2.7%
	(2022) Progressive Printing - Summer/Winter Tax Bills									
101-253-920.000	Utilities	3,700	3,700	1,900	3,300	4,000	3,300	3,300	(700)	-17.5%
	(2022) Consumers Energy - Natural Gas						800			
	(2022) Electric Choice						2,500			
	(2022) Water & Sewer						300			
101-253-934.000	Office Equipment Service Agmts & Repairs	-	-	600	800	800	900	900	100	12.5%
	(2022) RICOH USA - Annual Equip. Maintenance Agmt									
	(2022) Cummins-Allison (Money Counters) Annual Equip. Maintenance Agmt									
101-253-940.000	Rentals/Leased Equipment	900	2,200	1,300	2,200	2,200	2,900	2,900	700	31.8%
	(2022) Dell Financial Lease - Computers (4)									
	(2022) Pitney Bowes - Letter Opener (Qty 1 Lease)									
<b>Total Appropriation for Dept 253 - Treasurer</b>		<b>332,600</b>	<b>334,000</b>	<b>203,500</b>	<b>338,200</b>	<b>349,600</b>	<b>348,200</b>	<b>352,200</b>		<b>-0.4%</b>

\* FY2021 Increase Fulltime Staff from 2 to 3; reduce Part-time Staff from 2 to 0

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 06/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 257 - Assessor Department</b>										
101-257-752.000	Supplies - Office Supplies	2,100	1,900	400	1,000	1,000	1,500	1,500	500	50.0%
101-257-757.000	Supplies - Operational Supplies						3,000	1,600	3,000	100.0%
	(2022) Desktop Scanner (1)						800			
	(2022) Office Chairs (2)						1,600			
	(2022) Workstation Monitors (2)						600			
	(2023) Office Chairs (2)							1,600		
101-257-851.000	Communication - Mail/Postage	6,200	5,700	5,500	6,000	6,000	6,200	6,200	200	3.3%
	(2022) Annual MBOR Assessment Notices Postage/Printing						5,500			
	(2022) Annual Personal Property Stmt Postage/Printing						300			
	(2022) Board of Review Petition Notices						100			
	(2022) Other Postage - SOH Mailings/etc						200			
101-257-801.000	Professional & Contractual Services	294,600	303,200	210,800	329,100	330,100	341,500	354,200	11,400	3.5%
	(2022) WCA Monthly Contract Services in Yr 4 of 5 @ 4% CPI						319,500			
	(2022) WCA Appraisal Services in Yr 3 of 5						15,000			
	(2022) WCA - Co Star Services (Market Sales Data System)						2,000			
	(2022) MI Tax Tribunal Defense (6 Full Tribunal Cases)						5,000			
101-257-806.000	Professional - Legal Services	24,500	11,400	13,100	15,000	15,000	16,000	16,000	1,000	6.7%
	(2022) MI Tax Tribunal Defense									
101-257-831.000	Contractual - Computer Services			5,100	10,400	10,400	6,900	7,400	(3,500)	-33.7%
	(2022) BS&A - Assessing Software Module						2,800			
	(2022) Access My Gov - Online Software Module Service						1,700			
	(2022) GIS - Software Maintenance/Licenses @ 10% (Spalding Decker)						2,400			
101-257-850.000	Communications/Phones/Radio/Cell	1,400	1,800	900	1,300	1,300	1,500	1,600	200	15.4%
	(2022) CBTS - Phone System						1,000			
	(2022) AT&T Long Distance & Copper Phone Circuit			300	700	700				
101-257-852.000	Communications - Internet Services									
101-257-920.000	Utilities	2,900	2,900	1,300	2,000	3,300	2,200	2,200	(1,100)	-33.3%
	(2022) Water & Sewer						200			
	(2022) Electric						1,500			
	(2022) Heat						500			
101-257-934.000	Office Equipment Service Agmts & Repairs				100	100	100	100	-	0.0%
	(2022) Konica Minolta Business Solutions Services									
101-257-940.000	Rentals/Leased Equipment	1,000	1,300	1,000	1,300	1,300	1,300	1,300	-	0.0%
101-257-962.592	Intergov- Due to Water & Sewer			4,900	7,300	7,300	-	-	(7,300)	-100.0%
101-257-970.000	Capital Outlay						5,000	-	5,000	100.0%
	(2022) Black & White Copier									
Total Appropriations for Dept 257 - Assessor Department		332,700	328,200	243,300	374,200	376,500	385,900	392,800	9,400	2.5%



# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 261 - General Government Operating</b>										
101-261-703.000	Wages - Part Time Employees	2,300	1,500	1,300	2,700	2,700	2,700	2,800	-	0.0%
101-261-710.000	Social Security/Medicare	200	100	100	200	200	200	200	-	0.0%
101-261-718.000	Medical & Other EE Insurances	700	-	-	-	-	-	-	-	0.0%
101-261-719.000	Unemployment Compensation Insurance	-	-	1,800	5,000	5,000	5,000	5,000	-	0.0%
	(2022) SOW Unemployment- Based on Historical Trend (101 GF Employees)									
101-261-752.000	Supplies - Office Supplies	-	2,200	-	-	-	-	-	-	-
101-261-757.144	Operational Supplies - CRLGG Cares Act	-	31,400	-	-	-	-	-	-	-
101-261-802.000	Professional & Contractual Services	61,600	83,600	40,700	71,300	71,300	87,100	87,100	15,800	22.2%
	(2022) Annual Audit of Financial Statements						35,000			
	(2022) New GASB Implementations (GASB 87)						3,500			
	(2022) SEFA - Single Expenditure Federal Award Audit						15,000			
	(2022) Worldis Ross & Company - Annual Actuarial (GASB 74/75) OPES						6,500			
	(2022) Annual EHMMA - Municipal Securities Filing (SOM Rep)						1,100			
	(2022) BASIC (COBRA) Administrative Services						1,000			
	(2022) Economic Development Services						25,000			
101-261-803.000	Professional - Engineering Services	-	-	42,300	60,000	31,000	50,000	50,000	19,000	61.3%
	(2022) Spalding DeDecker									
	(2022) Inspections (ex: Miss Dig/Cable)									
	(2022) Township Engineering Services									
101-261-806.000	Professional - Legal Services	41,600	38,400	27,800	50,000	46,000	40,000	45,000	(6,000)	-13.0%
101-261-807.000	Legal - Litigation/Prosecution Services	55,500	73,600	33,700	75,000	75,000	65,000	70,000	(10,000)	-13.3%
101-261-808.000	Professional - Labor Relations	40,600	21,700	2,100	19,000	19,000	20,000	20,000	1,000	5.3%
	(2022) General Labor Relations (TPOAM & Teamster's Contracts expire 12/31/2022)									
101-261-809.000	Legal - Settlement Services	27,100	-	-	-	-	-	-	-	0.0%
101-261-814.000	Professional - Banking Services & Fees	4,400	4,700	2,600	4,600	4,600	4,600	4,600	-	0.0%
101-261-831.000	Contractual - Computer Services	117,100	196,300	92,600	213,900	214,100	252,100	229,300	38,000	17.7%
	(2022) Software Licensing - IT						62,900			
	(2022) Software Maintenance - IT						53,750			
	(2022) Vendor Support Services - IT						13,500			
	(2022) Cyber Security Consultant - Assessment & Penetration Testing - IT						26,500			
	(2022) BS&A Software Modules - Annual Svc Agmts						8,400			
	FA,PO,MR,A/P, & GL									
	(2022) Email Archive Solution - Cloud Service						1,500			
	(2022) GIS - Software Maintenance/License @10% (Spalding DeDecker)						2,400			
	(2022) ADP - Annual Payroll Contract Services						58,750			
101-261-850.000	Communications/Phones/Radio/Cell	-	-	100	200	400	200	200	(200)	-50.0%
	(2022) CBTS - Phone System (Exercise Room)									
101-261-851.000	Communication - Mail/Postage	18,600	14,300	10,600	18,000	27,200	20,000	20,000	(7,200)	-26.5%
	(2022) Quarterly Postal Permit - Newsletter @ \$3,000 Qtr									
	(2022) Annual Newsletter Postal Permit									
	(2022) Pinery Bowes - Township Postage - Postal Meter			3,300	5,400	5,400	5,400	5,400	-	0.0%
101-261-852.000	Internet Services - Communication	-	-	-	-	-	-	-	-	-
	(2022) E-News Letter @ \$75 monthly									
	(2022) Comcast Highspeed Internet @ \$4,500 Annually									
101-261-874.000	DB OPES Contributions (One-Time)	1,200,000	1,000,000	250,000	250,000	250,000	250,000	250,000	-	0.0%
	(2022) Year 4 of 6 - OPES Contribution									
	(2023) Year 5 of 6 - OPES Contribution									
	BD Resolution #2019-03-12-26									

101-261-875.000	Retiree Medical/Healthcare Insurance	82,400	81,200	51,600	76,800	80,600	82,000	85,000	1,400	1.7%
101-261-898.000	Community Promotion - Shearer Cemetery			1,200	5,000	5,000	4,000	2,500	(1,000)	-20.0%
	(2022) Shearer Cemetery Sign @ \$2,000									
	(2022) Shearer Cemetery Projects & Clean-up @ \$2,000									
101-261-900.000	Printing Services	-	8,500	4,400	9,000	10,500	10,000	10,000	(500)	-4.8%
	(2022) Quarterly Township Newsletter - Printing									
	(2022) Quarterly Township Newsletter - Progressive Printing		12,100	-	-	-	-	-		
101-261-901.000	Publishing Services	-	-	-	1,300	1,300	1,300	1,300	-	0.0%
101-261-934.000	Office Equipment Service/Agmts & Repairs	-	-	-	-	-	-	-	-	
	(2022) Elan Equipment Inc. - Annual Equipment Maint. Agmt									
101-261-940.000	Rentals/Leased Equipment	-	-	-	-	-	10,900	10,900	10,900	100.0%
	(2022) Virtual Host Servers #1, #2, & 33 - Replacement (P/W - 5 Year Lease Agmt)									
101-261-957.000	Membership & Dues	16,100	16,200	11,000	16,300	16,300	20,200	20,500	3,900	23.9%
	(2022) SEMCOG - Annual Membership						8,500			
	(2022) MTA - Annual Membership						7,300			
	(2022) COW - Annual Membership						5,500			
	(2022) MHL - Annual membership						200			
	(2022) MI Deal - Michigan Membership						3,400			
	(2022) Open Voice						300			
101-261-959.000	Contributions - To other Governments	-	27,300	-	-	-	-	-	-	0.0%
101-261-962.588	Intergov- Due To Transportation System	-	-	23,200	34,900	34,900	4,300	4,300	(30,600)	-87.7%
101-261-962.592	Intergov-Due To Water & Sewer Fund	-	-	-	7,300	7,300	-	-	(7,300)	-100.0%
	(2022) DPW Cost for Services to General Fund									
101-261-964.000	Refunds and Rebates	-	200	300	500	500	-	-	(500)	-100.0%
101-261-969.000	Miscellaneous Expense	-	58,300	9,000	9,000	8,900	-	-	(8,900)	-100.0%
101-261-970.000	Capital Outlay	1,500	-	72,600	105,000	105,000	81,200	65,000	(23,800)	-22.7%
	(2022) Payroll/Human Resources Modules						72,200			
	(2022) New Township Hall Admin Network Firewall						9,000			
	(2022) Replace Switches - 2nd Floor Server Room - IT							31,000		
Total Appropriation for Dept 261 - General Government Operating		1,669,700	1,671,600	682,300	1,040,400	1,022,200	1,016,200	989,100	(6,000)	-0.6%

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 262 - Elections</b>										
101-262-702.000	Wages - Full Time Employees	34,300	30,000	28,100	42,800	39,800	57,400	58,800	17,600	44.2%
101-262-703.000	Wages - Part Time Employees	8,800	15,200	3,800	8,000	7,600	16,600	8,400	9,000	118.4%
101-262-704.000	Wages - Seasonal Employees	100	193,900	-	-	-	140,000	-	140,000	100.0%
101-262-705.000	Wages - Overtime	100	15,200	100	500	100	37,000	500	36,900	36900.0%
101-262-710.000	Social Security/Medicare	3,300	3,800	2,500	3,900	3,700	19,200	5,200	15,500	418.9%
101-262-716.000	Defined Contribution Retirement - 401a (2022) Alerus Financial - 401a Plan @15% Base Wage	4,000	6,600	5,000	6,400	6,000	8,600	8,800	2,600	43.3%
101-262-717.000	Wages - Food Allowance	-	1,000	-	-	-	2,000	-	2,000	100.0%
101-262-718.000	Medical & Other EE Insurances	2,800	14,100	10,000	14,200	14,300	21,800	23,700	7,500	52.4%
101-262-720.000	(2022) Medical/Optical/Vision/Life & LTD/HSP	-	-	-	-	-	-	-	-	-
101-262-720.000	Workers Compensation Insurance	-	-	300	500	500	500	500	-	0.0%
101-262-752.000	Supplies - Office Supplies	2,500	23,800	-	3,000	3,000	14,200	3,100	11,200	373.3%
	(2022) Office Depot - Election Supplies	-	-	-	-	-	5,000	-	-	-
	(2022) Printing Systems Inc	-	-	-	-	-	9,200	-	-	-
101-262-757.000	Supplies - Operational Supplies	-	1,400	-	-	-	5,800	-	5,800	100.0%
	(2022) Election Source Operational Supplies	-	-	-	-	-	-	-	-	-
	(2022) CDW Government Inc or Dell Marketing LP	-	-	-	-	-	-	-	-	-
101-262-801.000	(2022) Election Tables, Bins, Card Readers, Voting Booths, Cleaning Kits, Ballot Bags (dual/canvas), Scanners, etc.	200	26,400	900	500	500	1,100	1,100	600	120.0%
101-262-822.000	Professional & Contractual Services	-	-	-	-	-	-	-	-	-
	(2022) Shred-IT Services (Services & Bins) for Elections	-	-	-	-	-	-	-	-	-
	Contractual - Custodial/Cleaning Services	-	-	-	-	-	500	-	500	100.0%
	(2022) Carousel Carpet Cleaning Services (Product)	-	-	-	-	-	-	-	-	-
101-262-831.000	Contractual - Computer Services	-	300	-	-	-	-	-	0	0.0%
101-262-850.000	Communications/Phones/Radio/Cell	-	500	200	500	400	700	400	300	75.0%
	(2022) CBTS - Phone System	-	-	-	-	-	700	-	-	-
	(2022) Prebored Disposable Cell for Elections	-	-	-	-	-	500	-	-	-
101-262-851.000	Communication - Mail/Postage	1,400	10,200	300	1,400	1,400	10,500	1,600	9,100	650.0%
	(2022) US Postal Increases August 29th 6.8% (\$0.55 for First Class Mail to \$0.59)	-	-	-	-	-	-	-	-	-
101-262-861.000	Mileage & Parking Reimbursement	-	-	-	200	200	500	200	300	150.0%
101-262-901.000	Publishing Services	-	-	-	200	100	1,000	200	900	900.0%
	(2022) Election Publications	-	-	-	-	-	-	-	-	-
101-262-902.000	Marketing & Advertising	100	200	-	-	-	-	-	-	0.0%
101-262-934.000	Office Equipment Service/Agmts & Repairs	500	-	200	500	200	500	500	300	150.0%
	(2022) Election Source - Tabulator Modern Annual Svc Fee	-	-	-	-	-	-	-	-	-
101-262-940.000	Rentals/Leased Equipment	-	600	1,000	2,000	2,000	3,700	2,300	1,700	85.0%
	(2022) Dell Financial Services - Computer Lease (1)	-	-	-	-	-	900	-	-	-
	(2022) Great American - Sharp MX Copier (Cost Share w/Clerk Ofc)	-	-	-	-	-	1,200	-	-	-
	(2022) Pitney Bowes- Postage Meter (Qty Cost Share w/Clerk Ofc)	-	-	-	-	-	800	-	-	-
	(2022) Election Truck Rentals	-	-	-	-	-	1,400	-	-	-
101-262-958.000	Professional Development & Training	200	-	-	1,200	700	2,000	700	1,300	185.7%
	(2022) Election Source Training	-	-	-	-	-	1,300	-	-	-
101-262-970.000	Dept Staff Professional Development & Training	-	-	-	-	-	700	-	-	-
	Capital Outlay	35,800	45,600	-	-	-	15,000	-	15,000	100.0%
	(2022) Election Equipment	-	-	-	-	-	-	-	-	-
<b>Total Appropriations for Dept 262 - Elections</b>		<b>94,100</b>	<b>388,800</b>	<b>52,400</b>	<b>85,800</b>	<b>80,500</b>	<b>358,600</b>	<b>116,000</b>	<b>278,100</b>	<b>345.5%</b>

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 265 - Building &amp; Grounds</b>										
101-265-702.000	Wages - Full Time Employees	42,800	42,700	27,100	44,500	44,500	46,200	47,300	1,700	3.8%
	(2022) Full Time Wages						45,500			
	(2022) Annual Excessive Sick Payout						500			
101-265-705.000	Wages - Overtime	7,800	6,400	3,200	5,000	5,000	6,500	6,500	1,500	30.0%
101-265-710.000	Social Security/Medicare	3,600	3,400	2,100	3,900	3,800	4,100	4,200	300	7.9%
101-265-716.000	Defined Contribution Retirement - 401a	6,200	6,400	4,300	6,800	6,700	6,900	7,100	200	3.0%
101-265-718.000	Medical & Other EE Insurances	13,200	14,200	12,600	22,500	22,500	20,700	21,600	(1,800)	-8.0%
101-265-720.000	Workers Compensation Insurance	1,400	1,200	300	500	500	500	500	-	0.0%
101-265-757.000	Supplies - Operational Supplies	-	-	1,000	3,200	3,400	3,200	3,200	(200)	-5.9%
101-265-767.000	Supplies - Clothing/Uniforms	-	-	100	100	100	300	300	200	200.0%
101-265-775.000	Supplies - Janitorial/Custodial	-	-	3,100	5,400	6,000	5,400	5,500	(600)	-10.0%
101-265-801.000	Professional & Contractual Services	65,400	62,800	3,600	4,300	4,300	4,600	4,600	300	7.0%
	(2022) ASC Inc - Building Security Contract				300		300			
	(2022) OK Fire Equipment - Extinguisher Annual Testing				400		400			
	(2022) BASIC - FSA Administrative Contract				100		100			
	(2022) Elevator Contract Service Agmt - Annual (Thysenkrupp)				3,900		3,900			
	(2022) Annual SOM Pond Permit			200			300			
101-265-821.000	Lawncare/Landscaping Service	-	-	-	5,000	10,500	10,500	10,500	-	0.0%
	(2022) Township Offsite Locations - Mowing/Misc									
101-265-822.000	Contractual- Custodial/Cleaning Services	-	-	11,100	20,000	20,900	21,000	22,000	100	0.5%
	(2022) Corporate Cleaning & Diamond Proclean						15,200			
	(2022) Carousal - Carpet Cleaning						2,200			
	(2022) Diamond Proclean LLC - Commercial Glass Cleaning (2x per yr)						1,600			
101-265-823.000	Contractual - Pest Control Services	-	-	300	800	800	800	800	-	0.0%
101-265-824.000	Contractual- Trash Collection Services	-	-	1,400	2,100	2,100	2,100	2,200	-	0.0%
	(2022) Advance Disposal - Trash/Recycle									
101-265-850.000	Communications/Phones/Radio/Cell	2,100	400	700	1,200	1,700	1,200	1,200	(500)	-29.4%
	(2022) CBTS - Phone System				200		200			
	(2022) Verizon Wireless - Cell Phone				500		500			
	(2022) AT&T Centrex Lines				500		500			
101-265-920.000	Utilities	2,600	2,200	100	200	200	200	200	-	0.0%
	(2022) Water & Sewer						10			
	(2022) Electric Choice						140			
	(2022) Heat - Natural Gas						30			
101-265-930.000	Land & Building Repairs	-	1,100	8,800	21,300	21,300	24,200	23,000	2,900	13.6%
	(2022) Elevator Repairs & Category 2 Inspection						3,200			
	(2022) Plumbing, Heating/AC, & Electric						15,000			
	(2022) Township Welcome Signs (4)						6,000			
	(2023) Township Welcome Signs (4)							6,000		
	(2023) Elevator Repairs							2,000		
	(2023) Plumbing, Heating/AC, & Electric							15,000		
101-265-940.000	Rentals/Leased Equipment	-	-	-	-	-	400	400	400	0.0%
	(2022) Dell Financial Services - Computer Lease (1)									
101-265-970.000	Capital Outlay	8,400	-	-	-	-	-	-	-	0.0%
<b>Total Appropriations for Dept 265 - Building &amp; Grounds</b>										
		153,500	140,800	79,800	146,800	154,300	158,800	161,100	4,500	2.9%



**Budget Report for Charter Township of Plymouth**

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 269- Civil Service/Merit System</b>										
101-269-703.000	Wages - Part Time Employees (2022) 4 Commissioners @ 4 Annual Meetings (2022) Stipend of \$100 per member per meeting	2,000	1,500	300	1,600	1,600	1,600	1,600	-	0.0%
101-269-710.000	Social Security/Medicare (2022) Social Security & Medicare	200	100	-	200	200	200	200	-	0.0%
101-269-801.000	Professional & Contractual Services	3,200	-	-	-	-	-	-	-	0.0%
101-269-901.000	Publishing Services (2022) Publication Notices/Employment Postings	-	-	-	700	700	700	700	-	0.0%
<b>Total Appropriations for Dept 269 - Civil Service/Merit System</b>		<b>5,400</b>	<b>1,600</b>	<b>300</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>		<b>0.0%</b>

**Budget Report for Charter Township of Plymouth**

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 272 - Municipal Risk Insurance</b>										
101-272-955.000	Municipal Risk - Liability Insurance	356,200	360,700	188,300	376,500	376,600	393,100	410,600	16,500	4.4%
	(2022) Increased based on Usualty/Liability Rate Change									
<b>Total Appropriations for Dept 272 - Municipal Risk Insurance</b>		356,200	360,700	188,300	376,500	376,600	393,100	410,600	16,500	4.4%

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DIPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 371 - Building Inspection Department</b>										
101-371-702.000	Wages - Full Time Employees	220,600	268,200	198,300	306,200	306,200	278,000	282,700	(28,200)	-9.2%
101-371-703.000	Wages - Part Time Employees	18,000	24,000	16,300	27,100	27,100	27,100	27,100	-	0.0%
101-371-705.000	Wages - Overtime	2,100	1,400	1,000	2,100	2,100	2,100	2,200	-	0.0%
101-371-710.000	Social Security/Medicare	17,700	21,300	14,300	23,600	25,500	23,600	23,900	(1,900)	-7.5%
101-371-716.000	Defined Contribution Retirement - 401a	32,600	38,300	23,900	41,400	41,400	41,400	42,400	-	2.8%
101-371-718.000	Medical & Other EE Insurances	46,600	59,600	48,600	74,300	74,300	76,400	82,900	2,100	25.0%
101-371-720.000	Workers Compensation Insurance	1,300	1,100	1,000	1,500	1,200	1,500	1,600	300	0.0%
101-371-752.000	Supplies - Office Supplies	4,000	5,400	1,900	4,500	5,500	5,500	5,600	-	1100.0%
101-371-757.000	Supplies - Operational Supplies	-	4,600	100	500	500	6,000	600	5,500	-
	(2022) Office Chairs (2)						1,600			
	(2022) Desktop Scanners (2)						1,000			
	(2022) Tablet Vehicle Mounts (3)						600			
	(2022) Other Department Operational Supplies						800			
	(2022) Building Code Enforcement Books						2,000			
101-371-759.000	Supplies - Gasoline/Fuel	-	2,800	2,100	4,200	4,500	4,500	4,500	-	0.0%
101-371-767.000	Supplies - Clothing/Uniforms	1,700	100	400	400	400	1,000	1,000	600	150.0%
101-371-791.000	Supplies - Subscriptions & Magazines	-	-	100	100	100	100	100	-	-
101-371-801.000	Professional & Contractual Services	173,300	161,900	101,200	156,000	155,100	167,600	171,800	12,500	8.1%
	(2022) Code Savvy Consultants (Fire Alarm & Sprinkler) Inspection Svcs						28,000			
	(2022) Hellenman - Electric Inspection Svcs						53,400			
	(2022) Munson - Plumbing Inspection Svcs						29,200			
	(2022) Buono - Mechanical Inspection Svcs						57,000			
101-371-831.000	Contractual - Computer Services	-	-	17,800	26,300	26,300	18,600	18,600	(7,700)	-29.3%
	BSEA Software Module Annual Agmts:						1,800			
	(2022) Field Inspection						2,300			
	(2022) Comm Dev-Building						900			
	(2022) Permit Module						4,400			
	(2022) Online Permit Application - Quarterly						6,300			
	(2022) Access My Gov- Online Services						4,800			
	(2022) GIS - Annual Licenses & Maintenance @20% (Selling DeDedee) Services						100			
101-371-835.000	Health Services - Pre/Post Physical Exam	7,300	8,000	3,200	4,800	5,400	5,700	5,700	300	5.6%
101-371-850.000	Communications/Phones/Radio/Cell	-	-	-	100	100	100	100	-	0.0%
	(2022) CBTS - Phone System						1,600			
	(2022) Verizon Wireless Cell Phones (Chief/Inspector, ordinance)						2,800			
	(2022) AT&T Long Distance & Copper Phone Circuit						1,300			
	(2022) AT&T 250 MB Internet Services move to -852,000 post mapping/chart						1,900			
101-371-851.000	Communication - Mail/Postage	-	700	400	800	500	1,000	1,000	500	100.0%
101-371-852.000	Communications - Internet Services	-	-	900	1,800	1,900	1,900	1,900	100	5.6%
101-371-863.000	Transportation - Auto Expense	11,000	2,300	2,000	6,000	8,000	7,000	6,000	(1,000)	-12.5%
101-371-920.000	Utilities	6,400	6,500	4,600	7,900	7,000	7,900	7,900	900	12.9%
	(2022) Water & Sewer - Township of Plymouth						300			
	(2022) Electric - MMIRMA Electric Choice						9,600			
	(2022) Natural Gas - Consumer Energy						2,000			
101-371-930.000	Land & Building Repairs	-	-	-	500	500	500	500	-	0.0%
101-371-934.000	Office Equipment Service/Agmts & Repairs	200	-	200	1,300	1,300	1,300	1,300	-	0.0%
	(2022) UTEC - Building Department Copier Annual Maintenance Agmt									
101-371-940.000	Rentals/Leased Equipment	1,000	1,900	1,300	1,900	1,800	1,900	1,900	100	5.6%

(2022) Dell Financial - Computer Lease (7)										
101-371-957.000	Membership & Dues	400	500	800	1,500	1,500	1,800	1,600	300	20.0%
	(2022) MADCAD - Saginaw Valley Chapter - International Code Membership						300			
	(2022) MACCO & COCOM Code Enforcement Membership						100			
	(2022) Michigan Inspector Registration [2] @ \$150 ea						300			
	(2022) ICC- International Code Council Membership						200			
	(2022) SOH- Building Officials License Registrations [2] @ \$900 ea (LARA)						600			
	(2022) HUVACO - Huron Valley Assoc of Code Officials [2] @ \$150 ea						300			
101-371-958.000	Professional Development & Training	1,000	-	-	2,800	2,800	5,000	3,000	2,200	78.6%
	(2022) IMACCO Code Enforcement Training (1) Member						1,000			
	(2022) ICC - Int'l Code Council Training (2) Members						2,000			
	(2022) COCOM Conference Training (2) Members						2,000			
101-371-962.592	Intergov- Due To Water & Sewer Fund	34,500	35,200	9,700	14,600	14,600	-	-	(14,600)	-100.0%
	(2022) GIS Implementation Cost to Water & Sewer Fund									
101-371-964.000	Refunds & Rebates	2,800	25,400	9,500	10,000	10,000	10,500	10,600	500	5.0%
101-371-970.000	Capital Outlay	2,600	-	9,700	95,000	95,000	60,000	-	(95,000)	-36.8%
	(2022) [2] Ford Escape AWD & Upfitting									
Total Appropriations for Dept 371 - Building Inspections										
		585,100	669,200	469,300	817,200	820,500	758,000	706,500	(62,500)	-7.6%

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 03/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 441 - Public Works - Roads, Streets &amp; Streetlights</b>										
101-441-780.000	Supplies - Road Salt	14,900	1,900	9,900	18,300	18,300	15,000	15,000	(3,300)	-18.0%
	(2022) City of Plymouth Salt Yard									
	(2022) Hirsch Inc - Melt Away/Pellets									
	(2022) Weather dependant/Season									
101-441-781.000	Supplies - Asphalt & Cold Patch	-	-	200	2,000	2,000	2,100	2,100	100	5.0%
101-441-801.000	Professional & Contractual Services*	44,700	106,100	3,900	9,000	9,000	9,500	9,800	500	5.6%
	(2022) Chloride Solutions/Dust Control Services (2 treatments)						7,500			
	(2022) Wayne County Contract Services - Grading of Powell Rd						2,000			
101-441-803.000	Professional - Engineering Services	-	-	19,300	40,000	40,000	35,000	35,000	(5,000)	-12.5%
	(2022) Engineering Inspection Fees									
	(2022) Street SAD Projects Engineering Costs - (Varies based on # of Annual Projects)									
101-441-901.000	Publishing Services	-	100	-	500	500	500	500	-	0.0%
101-441-923.000	Utilities - Street Lights	56,700	64,800	38,600	66,400	66,000	70,400	73,900	4,400	6.7%
	(2022) Municipal Street Lighting - (DTE) Electric @ \$5,600 mo						67,400			
	(2022) Wayne County (DTE) Traffic Signal Electricity @ \$250 mo						3,000			
101-441-931.000	Equipment Maintenance & Repairs	-	1,300	-	-	-	-	-	-	0.0%
101-441-962.592	Intargow-Due To Water & Sewer Fund	-	-	64,900	90,000	90,000	92,300	94,600	2,300	100.0%
	(2022) DPW Cost for Services to General Fund									
101-441-970.000	Capital Outlay	70,600	-	53,700	175,100	175,100	200,000	-	24,900	14.2%
	(2022) Sidewalk Gap Projects									
<b>Total Appropriations for Dept 441 - Public Works - Roads, Streets &amp;</b>		<b>186,900</b>	<b>174,200</b>	<b>190,500</b>	<b>401,300</b>	<b>400,900</b>	<b>424,800</b>	<b>230,900</b>	<b>23,900</b>	<b>6.0%</b>

\*FY2020 Contractual Svc Includes \$85,900 Engineering Svc Activity

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 673 - Senior Center</b>										
101-673-757.000	Supplies - Operational Supplies	-	-	300	1,000	1,000	1,000	1,000	-	0.0%
101-673-775.000	Supplies - Janitorial/Custodial	-	-	100	500	1,000	500	500	(500)	-50.0%
	(2022) B&B Janitorial Services									
101-673-801.000	Professional & Contractual Services	8,600	6,500	600	800	800	900	900	100	12.5%
	(2022) Guardian Alarm						500			
	(2022) OK Fire Extinguisher Contract - Annual Testing						200			
	(2022) AOC Security System						200			
101-673-850.000	Communications/Phones/Radio/Cell	-	-	400	400	400	400	400	-	0.0%
	(2022) CBTS - Phone System						200			
	(2022) AT&T Phone & Long Distance						200			
101-673-821.000	Lawncare/Landscaping Service	-	-	4,900	7,500	7,500	10,000	7,000	2,500	33.3%
	(2022) Serene Landscaping Group/Reliable Landscaping						7,000			
	(2022) Tree Trimming & Wounded Eagle Statue - Removal of						3,000			
101-673-822.000	Contractual- Custodial/Cleaning Services	-	-	2,200	1,700	2,100	1,700	1,700	(400)	-19.0%
	(2022) Corporate Cleaning - Building Custodial Services						700			
	(2022) Curousel - Carpet Cleaning						200			
	(2022) Diamond Proclean - Commercial Glass Cleaning (1x) per yr						800			
101-673-823.000	Contractual - Pest Control Services	-	-	300	200	400	400	400	-	0.0%
	(2022) Maples Environmental Pest Control (2x per year)						300			
101-673-824.000	Contractual- Trash Collection Services	300	300	200	300	300	300	300	-	0.0%
	(2022) Advance Disposal - Trash Recycle									
101-673-852.000	Internet Services - Communication	-	-	1,500	2,300	2,500	2,300	2,400	(200)	-8.0%
	(2022) Comcast Internet Services									
	(2022) Wow Business									
	(2022) AT&T Internet									
101-673-860.000	Transportation - Senior Services	-	-	15,700	23,500	28,600	25,000	25,000	(3,600)	-12.6%
	(2022) Transportation Services - Township Busing									
101-673-920.000	Utilities	7,300	9,700	4,700	7,500	7,500	8,000	8,000	500	6.7%
	(2022) Water & Sewer - Senior Services						1,000			
	(2022) Electric Choice						2,500			
	(2022) Heat - Natural Gas						2,500			
101-673-930.000	Land & Building Repairs	-	-	1,500	1,200	1,200	3,200	1,200	2,000	166.7%
	(2022) NW Exterior Building Damage						2,000			
	(2022) Plumbing, Heating/A/C, & Electric						1,200			
101-673-940.000	Rentals/Leased Equipment	-	-	200	300	300	300	300	-	0.0%
	(2022) Dell Financial - Computer Lease (1)									
101-673-970.000	Capital Outlay	-	-	-	22,000	22,000	12,000	-	(10,000)	-45.5%
	(2022) Friendship Station Closet									
<b>Total Appropriations for Dept 673 - Senior Center</b>		<b>16,200</b>	<b>16,500</b>	<b>32,600</b>	<b>69,200</b>	<b>75,600</b>	<b>66,000</b>	<b>49,100</b>	<b>(10,600)</b>	<b>-12.7%</b>



**Budget Report for Charter Township of Plymouth**

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 694 - Community Development Block Grant</b>										
101-694-962.588	Intergov-Due To Transportation System (2022) Sr. Transportation Programs/Services	-	-	5,700	8,500	8,500	8,500	8,500	-	0%
101-694-882.000	Community Promotion- CD8G Grant Expend	78,900	20,000	11,500	11,500	11,500	11,500	11,800	-	0%
Total Appropriations for Dept 694 - Community Development Block		78,900	20,000	17,200	20,000	20,000	20,000	20,300	-	0%

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 701 - Planning Department</b>										
101-701-752.000	Supplies - Office Supplies	400	200	200	200	200	300	300	100	50.0%
101-701-757.000	Supplies - Operational Supplies	-	-	-	600	600	600	600	-	0.0%
101-701-801.000	(2022) Computer Monitor (1)									
	Professional & Contractual Services	133,000	151,500	87,900	164,300	164,300	183,000	185,000	18,700	11.4%
	(2022) McKenna & Associates - Planning Services						117,000			
	(2022) Spalding DeDecker						20,000			
	(2022) Tree Planting Program						35,000			
	(2022) Codification of Zoning Ordinance						11,000			
101-701-806.000 *	Professional - Legal Services	34,000	16,000	7,800	20,000	34,000	20,000	20,000	(14,000)	-41.2%
	Community Development									
101-701-850.000	Communications/Phones/Radio/Cell	1,500	1,900	800	1,400	1,600	1,400	1,400	(200)	-12.5%
	(2022) CBTS - Phone System						200			
	(2022) AT&T Long Distance & Copper Phone Circuit						500			
	(2022) AT&T 250 MB Internet Services move to -850.600						700			
101-701-851.000	Communication - Mail/Postage	3,600	3,400	200	500	300	600	600	300	100.0%
101-701-920.000	Utilities									
	(2022) Water & Sewer - Township of Plymouth			400	600	300	600	600	300	100.0%
	(2022) Electric Choice						100			
	(2022) Heat - Consumer Energy						400			
101-701-934.000	Office Equipment Service/Agmts & Repairs	100	200	-	-	-	-	-	-	0.0%
101-701-940.000	Rentals/Leased Equipment	300	200	200	300	300	300	300	-	0.0%
	(2022) Dell Financial - Computer Lease (1)									
101-701-962.592	Intergov-Due To Water & Sewer Fund		-	15,100	22,700	22,700	24,100	24,900	1,400	6.2%
	(2022) W&S EE Services to Planning Department									
Totals for dept 701 - Planning Department		172,900	173,400	112,600	210,600	224,300	230,900	233,700	6,600	2.9%



Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 Amended % Chg
<b>APPROPRIATIONS</b>										
<b>Dept 703 - Zoning Board of Appeals</b>										
101-703-703.000	Wages - Part Time Employees (2022) 12 Annual Meetings - 1 per month scheduled	3,500	2,800	1,900	4,800	4,800	4,800	4,800	-	0%
101-703-710.000	Social Security/Medicare (2022) Social Security & Medicare @ 7.65%	300	200	100	400	400	400	400	-	0%
101-703-901.000	Publishing Services	-	2,300	-	-	-	-	-	-	0%
<b>Total Appropriations for Dept 703 - Zoning Board of Appeals</b>		3,800	5,300	2,000	5,200	5,200	5,200	5,200	-	0%

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 737 - Planning Commission</b>										
101-737-703.000	Wages - Part Time Employees	10,900	8,600	7,400	10,200	10,200	10,200	10,200	-	0.0%
	(2022) 12 Planning Commission Meetings per Year									
101-737-710.000	Social Security/Medicare	800	600	600	800	800	800	800	-	0.0%
	(2022) Social Security & Medicare @ 7.65%									
101-737-861.000	Mileage & Parking Reimbursement	700	700	-	-	-	-	-	-	0.0%
101-737-901.000	Publishing Services	1,100	100	-	1,100	1,100	1,100	1,100	-	0.0%
	(2022) Public Notices									
101-737-957.000	Membership & Dues	-	-	700	700	700	700	700	-	0.0%
	(2022) Michigan Association of Planning Annual Membership									
<b>Total Appropriations for Dept 737 - Planning Commission</b>		<b>13,500</b>	<b>10,000</b>	<b>8,700</b>	<b>12,800</b>	<b>12,800</b>	<b>12,800</b>	<b>12,800</b>	<b>-</b>	<b>0.0%</b>

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 751 - Parks &amp; Recreation</b>										
101-751-703.000	Wages - Part Time Employees	114,000	88,500	77,000	130,800	130,800	140,000	143,400	9,200	7.0%
101-751-705.000	Wages - Overtime	200	200	-	1,200	1,200	1,200	-	-	0.0%
101-751-710.000	Social Security/Medicare	10,500	6,800	5,900	7,800	10,200	10,700	11,100	500	4.9%
101-751-718.000	Medical & Other EE Insurances	2,000	-	-	-	-	-	-	-	-
101-751-720.000	Workers Compensation Insurance	3,300	2,900	2,400	3,400	3,400	3,500	3,700	100	2.9%
101-751-752.000	Supplies - Office Supplies	200	-	-	300	300	400	400	100	33.3%
101-751-757.000	Supplies - Operational Supplies (2022) Hardware/Paint/Tools (2022) Great Lakes Hardware (2022) Mark's Outdoor Power Equipment (2022) General Tools & Supplies for Parks	-	3,800	2,700	6,500	6,500	6,500	6,500	-	0.0%
101-751-759.000	Supplies - Gasoline/Fuel (2022) Fuel Cost- Quarterly	-	1,700	2,700	5,400	3,000	5,500	5,600	2,500	83.3%
101-751-767.000	Supplies - Clothing/Uniforms	500	-	300	600	500	700	800	200	40.0%
101-751-775.000	Supplies - Janitorial/Custodial	-	-	3,900	7,000	4,000	7,000	7,100	3,000	75.0%
101-751-801.000	Professional & Contractual Services (2022) Hilltop Golf Course Operation Contract (2022) Advance Satellite Corp(ASC) - Building Security Services (2022) OK Fire Equipment Co - Fire Extinguisher Services (2022) Rocket Enterprises - Annual Flag Service	197,100	128,300	73,400	80,800	78,000	80,000	82,300	2,000	2.6%
101-751-821.000	Lawnware/Landscaping Service Lawnware Services: (2022) Serene Landscape Group (2022) Reliable (2022) Genesis Lawn Sprinklers (2022) Site One Landscapes (2022) Lakepointe & Other Park locations - Tree trimming services (2022) Perscribed TownshipPark - Burn (2022) PLM Lake & Land Management Pond Algae Treatments (2022) Annual Leaf Removal (2023) Wood Chips - 3 Playscapes (Miller, Brantwood, LakePointe) (2023) Perscribed TownshipPark - Burn (2023) PLM Lake & Land Management Pond Algae Treatments (2023) Annual Leaf Removal	-	34,800	47,000	47,000	47,000	67,200	44,900	20,200	43.0%
101-751-824.000	Contractual- Trash Collection Services (2022) Advance Disposal - Trash & Recycling Services (2022) Township Park (2022) Lakepointe Soccer Park	-	-	2,900	4,500	4,500	4,500	4,600	-	0.0%
101-751-835.000	Health Services - Pre/Post Physical Exam (2022) Employee Physical Exams	-	200	500	600	500	600	500	100	20.0%
101-751-850.000	Communications/Phones/Radio/Cell (2022) CBTS - Phone System (2022) Verizon Wireless - Park I-Pad (2022) Verizon Wireless - Park Cell Phone (2022) AT&T Long Distance & Copper Phone Circuits (2022) AT&T Centrex Lines	2,500	2,600	1,600	1,800	2,500	1,900	2,000	(600)	-24.0%
101-751-852.000	Internet Services - Communication	-	900	2,000	3,000	3,000	3,200	3,300	200	6.7%

(2022) Comcast Highspeed Internet									
(2022) AT&T Internet 50MB									
101-751-863.000	Transportation - Auto Expense	6,400	1,300	400	3,000	3,000	2,000	2,500	(1,000)
101-751-901.000	Publishing Services	-	200	100	200	200	300	300	100
101-751-920.000	Utilities	53,500	41,200	35,400	61,200	61,200	62,700	62,700	1,500
	(2022) Water & Sewer						45,800		
	(2022) Natural Gas - Heat						5,900		
	(2022) Electric						11,600		
101-751-930.000	Land & Building Repairs	49,000	65,000	5,700	43,500	43,500	45,000	45,000	1,500
101-751-931.000	(2022) Buildings/Plumbing/Heat & Cooling/ Electric and Land Irrigation/Fencing/Sidewalks/Lighting(LED)/Signs								
	Equipment Maintenance & Repairs	800	900	4,100	5,000	7,800	7,500	7,500	(300)
	(2022) Repair/Maintenance of Park Equipment								
	(2022) Rockwell Statues								
101-751-940.000	Rentals/Leased Equipment	100	300	200	300	23,300	23,000	23,000	(300)
	(2022) Dell Financial Svcs - (1) Computer Lease						300		
	(2022) Hilltop 5 Year Annual Golf Cart Lease						22,700		
101-751-942.596	Intergov-Due To Rubbish Collection Fund	16,800	17,000	12,500	18,700	18,700	25,800	26,900	7,100
	(2022) Rubbish Collection EE Services to Parks/Recreation								
101-751-970.000	Capital Outlay	87,500	21,300	81,000	272,000	258,800	163,000	41,000	(95,800)
	(2022) Golf Course Capital Improvements						25,000		
	(2022) Township Park Culvert						36,000		
	(2022) Township Park Fencing along Ann Arbor Trail						30,000		
	(2022) Baseball Diamond Field LED Lighting (1 Field each year)						25,000		
	(2022) Four Wheel Gator						15,000		
	(2022) 12 Picnic Tables ( One pavillion each year)						16,000		
	(2022) Soccer Field Nets						15,000		
	(2023) 12 Picnic Tables ( One pavillion each year)							16,000	
	(2023) Baseball Diamond Field LED Lighting (1 Field each year)							25,000	
Total Appropriation for Dept 751 - Parks & Recreation									
		549,600	383,100	349,500	704,600	711,900	662,200	526,400	(49,700)
									-7.0%

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 08/24/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>APPROPRIATIONS</b>										
<b>Dept 900 - Debt Service &amp; Interfund Transfers</b>										
101-966-995.446	Interfund Transfers Out - Revolving Fund (2022) Reserve for Fire Department (336) (2022) Reserve for Township (261)	50,000	-	-	75,000	75,000	50,000	-	(25,000)	-33.3%
101-905-991.000	Debt Service - Principal (2022) 2012 Township Hall GO Tax Refunding Bond (Principal) (2022) 2017 Township Park GO Tax Refunding Bond (Principal) (2022) 2013 Capital Improvement Recreation Bond (Principal) (2023) 2012 Township Hall GO Tax Refunding Bond (Principal) (2023) 2017 Township Park GO Tax Refunding Bond (Principal) (2023) 2013 Capital Improvement Recreation Bond (Principal)	802,600	618,300	477,400	640,400	640,400	685,100	692,700	44,700	7.0%
101-905-993.000	Debt Service - Interest (2022) 2012 Township Hall GO Tax Refunding Bond (Interest) (2022) 2017 Township Park GO Tax Refunding Bond (Interest) (2022) 2013 Capital Improvement Recreation Bond (Interest) (2023) 2012 Township Hall GO Tax Refunding Bond (Interest) (2023) 2017 Township Park GO Tax Refunding Bond (Interest) (2023) 2013 Capital Improvement Recreation Bond (Interest)	151,500	130,300	58,700	112,100	112,100	93,500	70,000	(18,600)	-16.6%
<b>Total Appropriations for General Fund 9## - Debt Service &amp; Interfund Transfe</b>										
		1,004,100	748,600	536,100	827,500	827,500	828,600	762,700	1,100	0.1%
<b>Total General Fund Funding Sources (Revenues)</b>										
		19,636,400	18,578,500		19,357,800	18,037,200	19,206,500	19,296,800	1,169,300	6.5%
<b>Total General Fund Funding Uses (Expenditures)</b>										
		18,448,900	17,617,200		18,379,200	18,263,800	18,807,600	19,127,500	543,800	3.0%
<b>Net Revenue/Expenditures: Surplus (Use of Fund Balance)</b>										
		\$ 1,187,500	\$ 961,300	\$	\$ 978,600	\$ (226,600)	\$ 398,900	\$ 169,300		

# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 09/15/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2021 Over FY2020 \$ Change	FY2022 Over FY2021 % Change
Dept 101 - Township Board of Trustees										
101-101-970.000	Capital Outlay	-	1,700	59,500	66,000	66,000	-	-	(66,000)	-100.0%
Dept 171 - Township Supervisor										
101-171-970.000	Capital Outlay	200	-	-	-	-	-	-	-	0.0%
Dept 215 - Clerks Department										
101-215-970.000	Capital Outlay	2,900	-	-	-	-	-	-	-	0.0%
Dept 228 - Information Technology Services										
101-228-970.000	Capital Outlay	55,800	6,000	-	-	-	-	-	-	0.0%
Dept 257 - Assessor Department										
101-257-970.000	Capital Outlay	-	-	-	-	-	5,000	-	5,000	100.0%
(2022) Black & White Copier										
Dept 261 - General Government Operations										
101-261-970.000	Capital Outlay	1,500	-	72,600	105,000	105,000	81,200	65,000	(23,800)	-22.7%
(2022) Payroll/Human Resources Module							72,200			
(2022) New Township Hall Admin Network Firewall							9,600	(9,600)		
(2023) Replace Switches - 2nd Floor Server Room - IT										
Dept 262 - Elections Office										
101-262-970.000	Capital Outlay	35,800	45,600	-	-	-	15,000	-	15,000	100.0%
Dept 265 - Building & Grounds										
101-265-970.000	Capital Outlay	8,400	-	-	-	-	-	-	-	0.0%
Dept 301 - Police Department										
101-301-970.000	Capital Outlay	15,900	27,900	400	124,500	124,300	-	159,000	(124,300)	-100.0%
(2023) Ford Expedition & Uplifting								96,400		
(2023) Patrol Cars (2) Ford Explorers & Uplifting								102,800		
Dept 325 - Communication/Dispatch										
101-325-970.000	Capital Outlay	311,200	61,900	54,000	54,000	54,000	-	-	(54,000)	-100.0%
Dept 336 - Fire Department										
101-336-970.000	Capital Outlay	1,464,400	364,200	14,900	123,000	123,000	73,000	315,000	(50,000)	-40.7%
(2022) Fire Station #2 - Replace Tube Heaters							45,000			
(2022) Fire Station #1 - Replace Furnaces							28,000			
(2023) Replace 2nd 2015 Ambulance								250,000		
(2023) Replace (1) Utility (2009 Ford F350) with an Ford F150 Pickup								40,000		
(2023) Repairs on Fire Suppression system at Station #3								25,000		
Dept 351 - Corrections/Jail Department										
101-351-970.000	Capital Outlay	-	-	-	15,000	15,000	-	-	(15,000)	-100.0%
Dept 371 - Building Inspection Department										
101-371-970.000	Capital Outlay	2,600	-	9,700	95,000	95,000	60,000	-	(95,000)	-36.8%
(2022) [2] Ford Escape AWD & Uplifting										
Dept 441 - Public Work- Roads Streets & Streetlight										
101-441-970.000	Capital Outlay	70,600	-	68,400	175,100	175,100	200,000	-	24,900	14.2%
(2022) Sidewalk Gap Projects										
Dept 673 - Senior Center										
101-673-970.000	Capital Outlay	-	-	-	22,000	22,000	12,000	-	(10,000)	-45.5%
(2022) Friendship Station Closet										
Dept 751 - Parks & Recreation Department										
101-751-970.000	Capital Outlay	87,500	21,300	92,500	258,800	258,800	163,000	41,000	(95,400)	-37.0%
(2022) Township Park Culvert							76,000			
(2022) Township Park Fencing along Ann Arbor Trail							30,000			
(2022) 4 Wheel Gator							16,000			





# Budget Report for Charter Township of Plymouth

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ACTIVITY THRU 09/15/21	2021 PROJECTED ACTIVITY	2021 AMENDED BUDGET	2022 DEPT REQUEST BUDGET	2023 FORECASTED BUDGET	FY2022 Over FY2021 \$ Change	FY2022 Over FY2021 % Change
<b>ESTIMATED REVENUES</b>										
<b>446-000-565.000</b>	<b>Interest Income</b>	400	300	100	400	400	400	400	-	0.0%
446-931-699.101	Interfund Transfers In - General Fund (2022) Transfer In: Reserve for Fire Department	50,000	-	75,000	75,000	75,000	50,000	50,000	(25,000)	-33.3%
446-931-699.592	Interfund Transfers In - Water & Sewer (2022) Transfer In: Reserve for Fire Department	-	-	-	-	-	50,000	-	50,000	100.0%
<b>TOTAL ESTIMATED REVENUES</b>		50,400	300	75,100	75,400	75,400	100,400	400	25,000	33.2%
<b>APPROPRIATIONS</b>										
<b>Dept 901 - Capital Outlay - Township Revolving Fund</b>										
<b>446-901-970.000</b>	<b>Capital Outlay</b>		14,900	9,000	9,100	-	-	-	-	0.0%
<b>Total Appropriations for Dept 901 - Capital Outlay</b>		-	14,900	9,000	9,100	-	-	-	-	0.0%
<b>TOTAL FUND APPROPRIATIONS</b>			14,900	9,000	9,100	-	-	-	-	0.0%
<b>NET OF REVENUES/APPROPRIATIONS - FUND 446</b>		50,400	(14,600)	66,100	66,300	75,400	100,400	400		



## CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

**MEETING DATE:** September 28, 2021

**ITEM:** Finance Department Request for Proposal for Audit Services

**PRESENTER:** Supervisor Heise and Finance Director Moriarty

**BACKGROUND:**

The Finance Department is seeking Board approval to solicit for professional Township Auditing Services for the preparation of the Township's annual audited Financial Statements, GASB Implementations, and the related education of, and for years in which the Township exceeding Federal Grant expenditures of \$750,000 to prepare the Township's Schedule of Federal Expenditure Awards (SEFA) as applicable.

**ACTION REQUESTED:**

Approve the enclosed Request for Proposal to secure a contract with a Professional Auditing firm to perform the Township's annual auditing services and other professional auditing needs, and to authorize the Supervisor and Finance Director to review the proposals and select the top three firms to be presented to the Board of Trustees with a recommendation, for their review, possible interviews, and a final award of the contract.

**PROPOSED MOTION:** I move to authorize the Plymouth Township Clerk to post the Request for Proposal for Professional Audit Services, and to authorize the Supervisor and Finance Director to review the proposals and select the top three firms to be presented to the Board of Trustees with a recommendation for their review, possible interviews, and a final award of the contract.

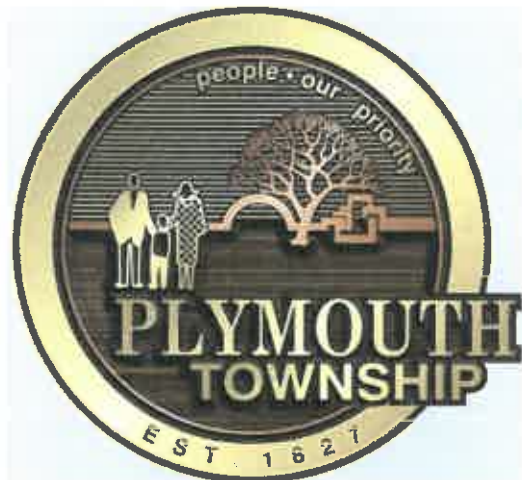
Moved By \_\_\_\_\_ Seconded By \_\_\_\_\_

ROLL CALL:

\_\_\_Heise, \_\_\_Vorva, \_\_\_Clinton, \_\_\_Monaghan, \_\_\_Doroshewitz, \_\_\_Stewart, \_\_\_Curmi

# CHARTER TOWNSHIP OF PLYMOUTH

KURT HEISE, SUPERVISOR  
MARK CLINTON, TREASURER  
JERRY VORVA, CLERK



## REQUEST FOR PROPOSAL FOR Financial Auditing Services

Issue Date: September 29, 2021

Response Deadline: October 22, 2021, at 2:00 p.m., local time

Phone: (734) 453.3271

E-mail: [jvorva@plymouthtp.org](mailto:jvorva@plymouthtp.org)

**DESCRIPTION:** Proposals are being solicited for the purpose of contracting for Township Financial Auditing Services.

This solicitation may be downloaded from the Michigan Intergovernmental Trade Network (MITN) website at [www.mitn.info](http://www.mitn.info).

Three (3) proposal copies for audit services must be submitted by mail, fed-ex, or in person to the Clerk's Office at the Township Hall **no later than Friday, October 22, 2021 at 2:00 p.m.** as indicated above and will be date stamped by the Clerk's department on the submission date. Late proposals will not be accepted.

## **SUMMARY – CHARTER TOWNSHIP OF PLYMOUTH:**

The Charter Township of Plymouth (referred to herein as the “Township”) a local governmental municipality is a full-service government consisting of general government activities, proprietary business operations, fiduciary fund operations, and discretely presented component units. The Township is located in Wayne County, in southeast Michigan. The 2020 census reported a population of 27,938, and current estimates indicated the population is growing.

The Township’s Governmental Funds includes a General Fund, three Drug Law Enforcement Funds, a Downtown Development Authority, a Brownfield Redevelopment Fund and a Township Revolving Fund. A separate joint 35<sup>th</sup> District Court also exists with the Township serving as one of five local funding units. The Township’s public safety departments include the Police, providing shared Dispatch and Jail services with the City of Plymouth per an interlocal government agreement, and Fire operations.

The Township also operates three proprietary funds that include Rubbish Collection, the Transportation Fund, and the Water and Sewer Fund. The Township’s Rubbish Collection fund includes both trash and recycling services through a third-party contractor and locally hosts an annual household hazard waste day event. The Transportation Fund provides shared local bussing services to both the residents of Plymouth Township and the City as part of an interlocal government agreement.

The Township manages local infrastructure projects and general repairs and maintenance of the Townships local water and sewerage lines. The Township as also partnered with Northville and Canton Township forming the Western Township Utilities Authority (WTUA) as an alternate means of providing sanitary sewer services and wastewater treatment through the Ypsilanti Community Utilities Authority (YCUA) for the townships. The WTUA authority was formed to acquire, construct, finance, purchase, own, improve, and enlarge the existing and future growing needs of these community’s sewage disposal systems.

The Township of Plymouth, Michigan was settled in 1824 and became a Township on April 12, 1827 by a legislative act of then, Governor Cass. The first Township Board meeting was conducted on May 25, 1827 at the home of John Tibbits. Judge Witherell of Detroit came to the Township to administer the Oath of Office to the first staff elected Officials.

The Township later became the Charter Township on April 19, 1977 which allowed greater protection from annexation and improved taxing collection controls. The Township is governed by a seven-member Board of Trustees. There are three top elected officials, the Township Supervisor, Clerk, and Treasurer and four part-time trustees that serve by meeting twice a month to conduct business. All terms of office are four years. The Board is responsible for all legislative matters including adoption of the annual budget.

## **ACCOUNTING DEPARTMENT OBLIGATIONS & ASSURANCES:**

The Accounting department is under the general direction of the Township Clerk. The accounting operation includes the maintenance of the general ledger, fixed assets, accounts payables, and miscellaneous receivables invoicing functions while the Treasury department maintains the Township's cash, special assessment and tax collections, banking transactions, and bank reconciliation function. The payroll department processes the bi-weekly payroll distribution and completes the calculations for the 401a defined contribution and defined benefit pension payments to MERS under the direction of the Township Supervisor's department.

Under the Finance Director are the Deputy Finance Director and the Accounts Payable Clerk. In collaboration with the Township Treasurer the Accounting department has two members whom assemble and prepare the Township's audit prep work for the Annual Financial Report and the Annual Budget documents.

- The Township maintains all its accounting records for the Township at the Plymouth Charter Township Hall, located at 9955 N. Haggerty Rd, Plymouth, MI 48170.
- The Accounting department and Township staff have an open, positive, and proactive relationship with the Auditor and are in communication through the entire fiscal year.
- The Township is aware of, and understands the need to provide assistance to the Auditor by making every attempt to meet agreed upon deadlines.
- The Accounting and Treasury staff prepare the audit workpapers and/or Auditor provided templates with proper instructions as used by the Auditor for the completion of the Township's Annual Financial Report and Supplemental Information for the statements, notes, statistical sections, and other required supplemental information per the audit schedule by implementing all required Governmental Accounting Standard Board statements.
- Township Accounting staff use or prepare workpapers and Auditor aides or provided templates with proper work aid instructions as provided by the Auditor for the completion of the Township's annual Schedule of Expenditures of Federal Awards (SEFA) when/as applicable in years when the Township's expenditures have met/exceeded the fiscal years filing required filing guidelines.
- The Township's Accounting department completes and ensures the timely submittal of the F65 report with the State of Michigan.

- The Township's Treasury department completes and files the Qualifying Statements with the State of Michigan for the Township and its component units.
- The Township's Accounting or Treasury staff may require the auditor's guidance on the completion of certain schedules/documents related to proper format and content, so that they can be used in the audit process.
- The Township will have all records ready for audit and necessary management personnel available to meet with the firm's personnel on the mutually agreed upon date by the Finance Director and the audit firm.
- The Township will provide the Auditor with reasonable workspace, computer access and agrees to give the auditing staff access to the Township-owned properties as required to perform the necessary services under this agreement.
- The Accounting staff will make every attempt to perform the necessary accounting procedures and complete agreed upon documents no later than dates set each year on the mutually agreed upon auditing schedule as provided by the Auditor and as reviewed by the Township at the annual pre-audit planning meeting to take place no later than January 31<sup>st</sup> of each year *(partial sample provided here for demonstration purposes only)*.

Partial Sample annual audit schedule from FY2020:	
Date	Topic
November - by last week (on or before 11/30)	Auditor's engagement letter
December - by end third week (on or before 12/30)	Clear Due to/Due From balances & Transfer Cash
December - by end third week (on or before 12/30)	Auditor provides Township with GASB toolkits for Audit preparation (ex: GASB 68, GASB 75, GASB 87)
January - by last week (on or before 1/31)	Pre-audit meeting with audit firm partner and team
January - by last week (on or before 1/31)	Auditor's Audit Client List of Schedules to be provided
January - by last week (on or before 1/31)	Auditor's new/updated Internal Control's Questionnaire Templates provided
January - by last week (on or before 1/31)	Last A/P processing for prior FY (except amounts over \$5,000)
January - by last week (on or before 1/31)	Close/Cancel prior PO's open & Roll-Over database
January - by last week (on or before 1/31)	Complete Split Payroll Accrual and schedule/workpaper for Auditor
February - by last week (on or before 2/28)	Complete Compensated Absences Schedule for Vacation & Sick Accruals for Auditor
February - by last week (on or before 2/28)	Provide copy of all current Union Agreements to Auditor
February - by last week (on or before 2/28)	Reconciliation of Due To/Due From for Auditor
February - by last week (on or before 2/28)	Complete all bank reconciliations for prior fiscal year and In-transit items for Auditor
February - by last week (on or before 2/28)	All Auditor Confirmations have been sent to (Attorneys/Banks/vendors)
February - by last week (on or before 2/28)	Complete Schedule of Special Assessment District Projects, Revenue, & Receivables for Auditor
February - by last week (on or before 2/28)	Run Check Distribution Report by Fund from Jan - December of PY
February - by last week (on or before 2/28)	Prepare report of any unrecorded or disputed liabilities for Auditor
March - by last week (on or before 3/31)	Accrue all A/P processed for PY over \$5,000

- The Township will provide adequate notification prior to any changes in estimated times. The Accounting department will provide to the auditor Township records as requested.



The Township of Plymouth's **2020 Annual Financial Report with Supplemental Information** is located on the Townships website:

[http://cms5.revize.com/revize/plymouthmi/Open%20Government%20-%20Finance/AuditReports/2020Audit\\_FinancialReportWithSupplementalInfo.pdf](http://cms5.revize.com/revize/plymouthmi/Open%20Government%20-%20Finance/AuditReports/2020Audit_FinancialReportWithSupplementalInfo.pdf)

The Township of Plymouth's **2021 Adopted Budget** is located on the Township's website at:

[http://cms5.revize.com/revize/plymouthmi/Open%20Government%20-%20Finance/2021Budget\\_Township.pdf](http://cms5.revize.com/revize/plymouthmi/Open%20Government%20-%20Finance/2021Budget_Township.pdf)

## **SCOPE OF WORK AND SPECIFICATIONS**

State of Michigan statutes and the Township require that an independent audit be performed on the Township's financial statements. In addition, the Township is required when expenditures exceed the annual maximum amount, to undergo an annual single audit of its federal financial assistance in conformity with the provisions of the Single Audit Act of 1984 and the U. S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

The Township is issuing a Request for Proposal (RFP) for a five (5) year Professional Auditing Services contract with renewal options to extend the contract for up to two (2) additional, five (5) year contract renewals to engage a Certified Public Accounting firm with audit service responsibilities beginning with the Township's current fiscal year end of December 31, 2021.

The purpose of this RFP is to establish a contractual relationship with an experienced and qualified firm to provide auditing services to the Township in the most efficient and cost-effective manner.

The Township may select one or more experienced and qualified entities to proceed with the negotiation process from those submitting proposals.

There is no expressed or implied obligation for the Township to reimburse responding firms for any expense incurred in preparing proposals in response to this request.

As of June 30, 2021, the Township of Plymouth uses the following component units and fund types in its financial reporting:

<b>Fund Type</b>	<b>Individual Funds</b>
<b>General Fund</b>	1
<b>Special Revenue Funds</b> 262 Federal Forfeiture Fund 265 Drug Law Enforcement Fund – State 266 Law Enforcement Fund - IRS	3
<b>Capital Projects Funds</b>	1
<b>Enterprise Funds</b> 588 Transportation Fund 592 Water & Sewer Fund 596 Rubbish Collection Fund 805 Special Assessment Capital Projects	4
<b>Fiduciary/Agency Funds</b> 703 Current Tax Collection Fund 710 Municipal District Court Fund	2
<b>Pension Trust Fund (OPEB)</b>	1
<b>Discretely Presented Component Units:</b> (1) Downtown Development Authority (1) Brownfield Redevelopment Authority	2

The basic financial statements include both government-wide and fund financial statements which categorize activities as either governmental or business-type.

The governmental funds include the General Fund, Special Revenue Funds, and the Capital Project Fund. The Township's public safety, public works, community services, planning and zoning, recreation/culture, and general administration services are classified as governmental activities.

The Township's Transportation, Water and Sewer, Rubbish Collection, and Special Assessment Funds are classified as business-type activities.

Fiduciary funds held in an agency account for others consist of the Tax Collection and District Municipal Court Funds. The other fiduciary funds held for other's consists of the Township's Other Post-Employment Benefits Fund (OPEB).

The Township's retirement plans are included in this scope of work. The Township of Plymouth operates a defined benefit pension retirement system through MERS to its public safety members, in which employer contributions are accounted for within the department level budget and is now closed to newly hired employees. The Township-administered OPEB funds consist of the General Employees, Police, Fire, Dispatch employees and is also now closed to newly hired employees.

The OPEB system covered full-time employees not covered by the Township's Defined Contribution (DC) HPSC or 401a retirement plan for General Employees or the Defined Benefit (DB) plan administered by the Municipal Employees Retirement System of Michigan (MERS) for public safety.

The Township offers a Defined Contribution (DC) plan to its full-time employees with a 15% of the employee's base wages by the employer as a contribution to a Township 401a retirement plan administered by Alerus. The Township also

participates in a bi-annual contribution based on \$75 per pay-period to a Health Care Saving Plan (HCSP) administered by Alerus. Contributions by employees are based on the members Collective Bargaining Agreement (CBA) to the 401a and each plan has a vesting schedule.

The Township's financial software systems are all on the BS&A Software Application system. The Township currently uses the ADP Workforce Now software system to process its bi-weekly Payroll.

### **ANNUAL AUDIT SERVICE REQUIREMENTS AND DELIVERABLES:**

The audit will encompass a financial and compliance examination of the Township's Financial Report, in accordance with the laws and/or regulations for the State of Michigan, which include requirements for the minimum scope of the audit.

The auditing firm will provide an Independent Certified Public Accountant opinion on the fair presentation of the basic financial statements in conformity with generally accepted accounting principles in the United States and standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

To meet the requirements of this request for proposals, the audit shall be performed in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants and, if applicable, the provisions of the Single Audit Act of 1996 and the provisions of U.S. Office of Management and Budget (OMB) 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirement's for Federal Awards.

#### **Auditor's Base contract:**

- The Township requires that the auditor express an opinion on the fair presentation of the financial statements of the government activities, the business-type activities, each major fund, and the aggregate remaining fund information for the Township in conformity with Generally Accepted Accounting Principles (GAAP).
- The auditor will perform a financial audit in order to express an opinion on whether the Township's basic financial statements are presented fairly in conformity with GAAP.
- The auditor will begin the audit no earlier than the third week in April and complete the audit of the Township's records by the end of the first week in May.

- The auditor will prepare the draft financial statements, draft single audit financial statement, trial balances by fund, and a draft MD&A to be provided to the Finance Director for narrative that will be returned to the Auditor for all by the end of the third week in May for the Accounting departments review prior to the Administrative Agenda meeting to be held prior to the Township's Board final presentation.
- The auditor will present the completed audited Financial Statements to the Township Board at the first Board of Trustee meeting held in June.
- The auditor will provide the Township with 15 paper bound copies of the Audited Financial Statement with Supplemental Information and the Federal Awards Supplemental Information when applicable.
- The auditor will file the Financial Report with the State of Michigan and with the Federal International Clearing House, electronically no later than June 15th each year. The auditor will draft and provide:
  - Independent Auditor's Report
  - Supervisor & Township Board Report inclusive of the I-Communications required by the AU 260 letter
  - Auditor will provide the "Prepared by Client" list of deliverables to the Township of Plymouth Accounting Division (worksheet list).
- As part of the base contract services, the auditor is to provide single audit services for up to two (2) major Federal grant programs under separate cover when applicable. The auditor will draft and provide:

Independent Auditor's Report, including;

- Report on Internal Control over Financial Reporting and Compliance;
- Report on Compliance for Each Major Federal Program;
- Schedule of Expenditures of Federal Awards;
- Reconciliation of Basic Financial Statements Federal Revenue with Schedule of Expenditures of Federal Awards;
- Notes to Schedule of Expenditures of Federal Awards;
- Schedule of Findings and Questioned Costs;
- Schedule of the Prior Year Findings and Questioned Costs.
- Auditor electronically prepares State of Michigan data collection form for filing for the single audit.

- The auditor will also fully complete the audit, present to the Township Board, and file with the State of Michigan the Financial Report with Supplemental Information for the Township of Plymouth's. This will include comparing, reconciling, and completing an analysis of the Financial Report with Supplemental Information.
- The report is to represent the activities of the funds of the Township of Plymouth during the fiscal year and must be in accordance with accounting principles generally accepted in the United States and consist of:
  - Independent Auditor's Report including an In Relation to Opinion
  - Management's Discussion and Analysis
  - Statement of Net Position
  - Notes to Financial Statements
  - Supplemental Information
  - Schedule of Cash Receipts and Cash Disbursements
- The auditor is expected to furnish all opinions, reports, schedules, and certifications that are required of an auditor for a State of Michigan municipal governmental agency complying with MCL 141.427 and GASB Statement No. 14 with quality, competency, integrity, objectivity, and independence.
- Each year the auditor must be up to date with all updated compliance laws, regulations, reporting requirements, internal controls including all changes by the Governmental Accounting Standards Board (GASB).
- The base contract will include the firm's responsibility to provide guidance to the Township with regular updates of educational instruction:
  - Deliver work aides or templates with proper instructions for populating the work aides/templates;
  - Provide proper note disclosure language related to the implementation of new GASB Pronouncements in accordance with GAAP well in advance of the reporting requirements of December 31<sup>st</sup> of each year.
- It is imperative to prepare and issue all audit reports by their deadline dates.
- The audit must be conducted in a timely manner such that all necessary financial and compliance information, including draft financial statements, are completed and presented by the firm to the Finance Director and Township Administration within the last two weeks of May.
- The Auditing Partner will present the audited statements to the Township Board at the first scheduled Board of Trustees session held in June and have

the Audited Financial Statement filed with the State of Michigan no later than June 15th each year.

- The audit firm must be able to maintain all educational requirements to perform a governmental audit and will provide annual proof to the Township with the signed engagement letter.
- The audit firm must be able to rotate the Auditing Partner once every five years at a minimum.
  - The firm must maintain staff and keep turnover at a reasonable level. If the firm cannot rotate the Auditing Partner for any reason, the contract cannot be extended, and the firm will be disqualified from bidding in the next procurement cycle.
  - The Auditor must warrant that it has all the skills, experience, and professional licenses necessary to perform the services specified in this agreement.
- The firm will provide to Township an annual Scope of Services engagement letter no later than December 15<sup>th</sup> for the audit year ending on December 31<sup>th</sup> with the firm's:

1. Timing of Services

- a. Expected engagement of fieldwork
- b. Anticipated on-site visit
- c. Financial report issue date

2. Fees and Payment Terms

- a. Base audit fee and the method for increases over the term of the contract above the base year.
- b. Base contract fee for up to two (2) major Federal grant programs tested as part of the single audit, including the fee for any programs tested over two.
- c. Supplemental work as applicable.

3. Educational Compliance Requirements

- a. Firm's assigned Auditing Partner.
- b. Provide proof of CPE for each auditing team member annually.



- The auditor will retain all its work papers and reports, at the auditor's expense, for a minimum of seven (7) years unless the firm is notified in writing by the Township of the need to extend the retention period. The auditor will be required to make work papers available, upon request, to the Township or its designees:
  - Township of Plymouth;
  - State Department of Treasury;
  - U.S. General Accounting Office (GAO);
  - Parties designated by the federal or state governments or by the Township as part of an audit quality review process;
  - Auditors of the entities of which the Township is a sub-recipient of grant funds.
- In addition, the firm shall respond to the reasonable inquiries of successor auditors and allow successor auditors to review work papers relating to matters of continuing accounting significance.
- All final audits, statements, reports and supporting documentation shall become the property of the Township.
- The auditor shall keep complete records of work performed (e.g. tasks performed/hours allocated) so that the Township may verify invoices submitted by the Auditor.
  - All work papers and records shall be made available to the Township, upon request.
  - Invoices are subject to approval by the Finance Director or designee(s), prior to processing by the Township.
- The auditor shall not subcontract or assign any portion of any right or obligation under this agreement without prior written consent from the Township.
- Notwithstanding any consent by the Township to any assignment, the Auditor shall at all times remain bound to all warranties, certifications, indemnifications, promises and performances, however described, as are required of it under the agreement unless specifically released from the requirement, in writing, by the Township.
- The audit contract with the selected firm must be approved by the Township Board of Trustees.

- The Township retains the right to make changes to the quantities of service within the general scope of the agreement at any time by a written order.
  - If it should become necessary for the Township to request the Auditor to render any additional services to either supplement the services requested in this Request for Proposals or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work shall be performed only if set forth in an engagement letter addendum by outlining the Scope of Work between the Township and the firm.
  - If the changes add to or deduct from the extent of the services, the contract sum shall be adjusted accordingly and processed as a change order to the purchase order, upon the Township Board's approval.
  - All such changes shall be executed under the conditions of the original agreement with all additional work agreed to between the Township and the Auditor and shall be performed at the same rates set forth in the schedule of professional fees table(s).
- Quality of services under this contract shall be of the level of quality performed by persons regularly executing this type of service. Determination of acceptable quality shall be made solely by the Finance Director or designee(s).
  - The Auditor must perform its services for the engagement in compliance with all statutory, regulatory and contractual requirements now or hereafter in effect as may be applicable to the rights and obligations set forth in the agreement.
  - Work to be done under this contract is generally described through the detailed specifications and must be completed fully in accordance with the contract documents.
- The parties agree that at all times and for all purposes under the terms of this agreement each party's relationship to any other party shall be that of an independent contractor.
  - Each party will be solely responsible for the acts of its own employees, agents, and servants.
  - The Auditor warrants that its proposal for services was made in good faith, it arrived at the costs of its proposal independently, without consultation, communication or agreement, for the purpose of restricting completion as to any matter relating to such fees, with any competitor for these services; and that no attempt has been made or shall be made by the auditor to

induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.

- The Auditor will provide an affirmation statement that it is independent of the Township as defined by generally accepted auditing standards.
- No liability, right, or benefit arising out of any employer/employee relationship, either express or implied, shall arise or accrue to any party as a result of this agreement.

## **SELECTION CRITERIA**

The process will include the review and evaluation of the three sections described below. Past experience will also be judged by the references of each Respondent as part of the experience criteria.

## **PROPOSAL FORMAT**

Audit firms should organize proposals into the following criteria sections:

- A. Expertise and Experience
- B. Audit Approach
- C. Fee Proposal

The following describes the elements that should be included in each of the proposal sections that will be used for evaluation of the proposals.

Proposals will be evaluated using the sets of criteria and be short listed to a maximum of the top three firms. Those firms will be evaluated using all three sets of criteria.

Firms meeting the mandatory criteria will be evaluated by the Township's Finance Director and Administrative Team.

The following represent the selection criteria, which will be considered during the evaluation process. The decisions and opinions of the evaluation team regarding proposal evaluations are final and cannot be appealed.

### **A. Expertise and Experience**

The firm's experience and performance on comparable government engagement that demonstrate significant experience, competence and reputation of the firm and person(s) assigned to provide the services described in the scope of work:

- Indicate who your firm's main contact will be for this engagement,
- When was the firm established,

- Provide the location of the office from which the work on this engagement is to be performed,
- State the total size of the firm and the total size of the firm's governmental audit staff,
- State the number of partners (minimum of three) with appropriate experience available for rotation,
  - Include management staff and other supervisors or specialists who would be assigned to the Township's engagement:
    - a. Length of service with the firm,
    - b. Indicate whether each person is registered or licensed to practice as a CPA in Michigan,
    - c. Other relevant qualifications.
- Provide information on the government auditing experience of each person who would be assigned to the engagement:
  - In addition to the Principal and Management member(s), please include in the list the other auditing staff members by job title, the nature of the professional staff to be employed for this engagement on both a full-time and part-time basis:
  - Provide qualifications and resumes of all staff and contractors, their role(s) on the contract and experience with related projects,
  - State the individuals relevant continuing professional education for the past three (3) years,
  - Governmental and/or not-for-profit experience of assigned staff including the number of applicable audits by client type,
  - List any membership in professional governmental, organizations for each person that will be assigned to perform the Township's auditing services beginning with Fiscal Year 2018,
  - The firm also shall indicate how the quality of staff over the term of the agreement will be assured.
- List the firms experience in performing Federal Awards Audits

*Engagement partners, managers, other supervisory staff and specialists may be changed if they leave the firm, are promoted or are assigned to another office. Personnel may be changed for other reasons. A written notice to the Township is required and the Township of Plymouth retains the right to approve or reject replacements.*

Provide a client reference list of current or prior governmental or not-for-profit audit engagements who may be contacted for reference, submit a minimum of three. List each governmental client by indicating:

- Name and address of each client
- Name, e-mail, and telephone number(s) of client contact
- Explain the scope of audit work and list any other type(s) of service performed
- Indicate the beginning and ending date(s) and the number of year(s) providing the audit engagement

These references will be contacted and used in conjunction with the evaluation of proposals.

Indicate professional accounting memberships that the auditing firm currently holds (ex: AICPA).

Provide a copy of the auditing firm's license to practice in the State of Michigan with an affirmative statement included that the firm and all assigned key professional staff are properly licensed to practice.

- The Auditor is required to submit a copy of its most recent external quality control review, with a statement whether that quality control review included a review of specific government engagements.
- The Auditor shall also provide information on the results of any Federal or State desk reviews or field reviews of its audits during the past three (3) years.
- In addition, the Auditor shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with state regulatory bodies or professional organizations.

The firm shall list and describe the firm's (or proposed subcontractors') professional relationships involving the Township or any of its agencies/agencies or component units/agencies, component units or primary government for the past five (5) years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the proposed audit.

If the proposer is a joint venture or consortium, the qualifications of each firm comprising the joint venture or consortium should be separately identified and the firm that is to serve as the principal auditor should be noted, if applicable.

The firm should provide an affirmative statement that it is independent of the Township of Plymouth as defined by generally accepted auditing standards/the U.S. General Accounting Office's Government Auditing Standards (1994).

## **B. Audit Approach**

Proposers are required to provide the following information related to their audit approach of the engagement:

- Provide the procedures and techniques used or that will be applied in the firm's audit of the Township's financial statements,
- Type and extent of analytical procedures to be used in the engagement.
- Sample timeline of audit process,
- Provide a proposed staffing plan for various segments of the audit engagement, level of staff and number of hours to be assigned to each proposed segment of the engagement,
- Approach to be taken to gain and document an understanding of the Township's internal control structure,
- Approach to be taken in determining laws and regulations that will be subject to audit test work,
- Approach to be taken in drawing audit samples for purposes of tests of compliance,
- Ways the firm will service the needs of the Township staff in timely manner (examples: e-mail, phone, or audit sponsored web portal),

Financial Statement preparation:

- Indicate how your firm prepares the Audited Financial Report using client-prepared schedules/tables,
- Indicate the method in which delivery of work papers and other statements from the Township to the auditor occurs during the process,



- How are the statements reviewed for mathematical, typographical and content errors?

### C. Fee

The cost proposal shall contain all pricing information relative to performing the audit engagement as described in this Request for Proposals. The total all-inclusive maximum price to be proposed shall contain all direct and indirect costs including all out-of-pocket expenses.

- Competitive pricing must be included on the "Cost Proposal Form" as a separate attachment, clearly marked **Cost Proposal Form**,
- Include the name, phone number, and e-mail address of persons(s) in your organization authorized to negotiate the agreement with the Township.

A total all-inclusive maximum price per year for the Annual Financial Report in 2021, 2022, 2023, 2024 and 2025 audit engagements, and the method of increase to be utilized for future options beginning in 2026 through 2036.

- Out-of-pocket expenses for firm personnel (e.g., travel, lodging and subsistence) will not be reimbursed. All out-of-pocket expenses shall be included in the maximum dollar cost proposed.
- A schedule of professional fees presented in the format provided in the Cost Proposal Form that supports the total all-inclusive maximum price.

Rates for Additional Professional Services: If it should become necessary for the Township to request the Auditor to render additional services to supplement the services requested in this RFP or to perform additional work, then such additional work shall be performed *only* if set forth in an addendum to the contract between the Township of Plymouth and the auditing firm.

- Any such additional work agreed to between the Township and the firm shall be performed at the same rates set forth in the Cost Proposal Form and expenses included in the audit firm's proposal.

Manner of Payment: Payments will be made on the basis of the scope of work completed as outlined in the letter of engagement. Payment will be made upon delivery of the firm's receipt of invoice on a percentage of work completed, no more frequent than monthly, with final payment completion of the audit reports and all other deliverables.

## PROPOSAL EVALUATION

The evaluation team will evaluate each proposal based on the above criteria to create a short-list of firms for further consideration.

- The Township reserves the right to reject any proposal that it determines to be unresponsive and deficient in any of the information requested for evaluation.
- A proposal with all the requested information does not guarantee the proposing firm to be a candidate for an interview. The evaluation team may contact references the evaluation process.

The Township Board of Trustees reserves the right to schedule in person interviews with the selected firms if it deems necessary.

- The selected firms will be given the opportunity to discuss in more detail their qualifications, experience, proposed work plan and fee proposal.
- The interview must include the audit team members expected to complete a majority of work on the audit, but no more than three members total.
- Should an interview take place, it shall consist of a presentation of up to 30 minutes by the audit firm, including the person who will be the audit partner on this contract, followed by approximately 15 minutes for questions and answers.
- Audiovisual aids may be used during the interviews.

The Township **reserves the right to waive the interview process** and evaluate the audit firms based on their proposals and fee schedules alone.

The firms interviewed will then be re-evaluated by the above criteria and a determination will be made by the Board of Trustees.

- After initial evaluation of the proposals, further negotiation with any of the top three selected firms may be pursued leading up to the award of a contract by the Township Administration, if suitable proposals are received.
- Work to be done under this contract is described in the detailed specifications and must be completed fully in accordance with the contract documents.
- Proposal that does not conform fully to these instructions may be rejected.

**COST PROPOSAL FORM**

**PROFESSIONAL AUDITING SERVICES FOR THE TOWNSHIP OF PLYMOUTH** in accordance with the proposed specification at the prices in this proposal.

Failure to complete this form shall result in your Proposal being deemed non-responsive and rejected without any further evaluation.

Item	Description	Year	Proposed
1	Township's base Annual Audited Financial Report & GASB Presentment	FY2021	\$
2	Township's base Annual Audited Financial Report & GASB Presentment	FY2022	\$
3	Township's base Annual Audited Financial Report & GASB Presentment	FY2023	\$
4	Township's base Annual Audited Financial Report & GASB Presentment	FY2024	\$
5	Township's base Annual Audited Financial Report & GASB Presentment	FY2025	\$
<b>Grand Total of Base Annual Audited Financial Report</b>			
		<b>Year</b>	<b>% Change</b>
	Method (if any) in applying increase to base after first audit year	FY2022	
	Method (if any) in applying increase to base after second audit year	FY2023	
	Method (if any) in applying increase to base after third audit year	FY2024	
	Method (if any) in applying increase to base after fourth audit year	FY2025	
6	Annual base cost of Schedule of Federal Expenditure Awards (SEFA)	FY2021	\$
7	Programs tested over two (2) major Federal grant award programs per audit (per program)	FY2021	\$
		<b>Year</b>	<b>% Change</b>
	Method (if any) in applying increase to base after first SEFA year	FY2022	
	Method (if any) in applying increase to base after second SEFA year	FY2023	
	Method (if any) in applying increase to base after third SEFA year	FY2024	
	Method (if any) in applying increase to base after fourth SEFA year	FY2025	
8	Other Supplemental Services (per Hour) - Principal		\$
9	Other Supplemental Services (per Hour) - Management		\$
10	Other Supplemental Services (per Hour) - Staff		\$
11	Bond Official Statement Consent Letter		\$

## VERIFICATION OF MINIMUM QUALIFICATIONS FORM

Provide references that will support the experience qualification of governmental or not-for-profit audit services. *Respondent should supply references of clients similar in size to the Township of Plymouth (preferably public sector), as requested in the Expertise and Experience criteria section.*

1. Client Name: \_\_\_\_\_

Client Contact \_\_\_\_\_ Title: \_\_\_\_\_

E-mail \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Client type, services performed, from and to (dates):

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2. Client Name: \_\_\_\_\_

Client Contact \_\_\_\_\_ Title: \_\_\_\_\_

E-mail \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Client type, services performed, from and to (dates):

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3. Client Name: \_\_\_\_\_

Client Contact \_\_\_\_\_ Title: \_\_\_\_\_

E-mail \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Client type, services performed, from and to (dates):

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Provide confirmation that will support the minimum qualification.

## BUSINESS INFORMATION QUESTIONNAIRE

NAME OF COMPANY \_\_\_\_\_

PRINCIPAL OFFICE ADDRESS \_\_\_\_\_

TELEPHONE NUMBER (    ) \_\_\_\_\_

DUNS#AND/OR CRR (if applicable) # \_\_\_\_\_

### FORM OF OWNERSHIP (Check One)

Corporation (    )    LLC (    )    Joint Venture (    )

State of Incorporation/Registration \_\_\_\_\_ Date of Incorporation/Registration \_\_\_\_\_

Partnership (    ) If Partnership, select one of the following:

Limited (    ) or General (    )    Individual (    )

### LIST OF PARTNERS, PRINCIPALS, CORPORATE OFFICERS, OR OWNERS

Name	Title

### LIST OF CORPORATE DIRECTORS

Principal Business Affiliation

Name	Other Than Respondent Directorship

HAS YOUR COMPANY OPERATED UNDER ANY DIFFERENT NAMES IN THE PAST FIVE (5) YEARS? **YES / NO**

IF YES, PLEASE IDENTIFY THE NAME(S) UNDER WHICH YOUR COMPANY HAS OPERATED:

\_\_\_\_\_

**ADDITIONAL INFORMATION REQUIRED BY THE TOWNSHIP**

**LIST OF PRINCIPAL STOCKHOLDERS (i.e., those holding 5% or more of the outstanding stock)**

Name	Address

**FINANCIAL DISCLOSURE/CONFLICTS OF INTEREST:** Identify any contract(s), including any contract involving a personal, familial, employment or consulting relationship, which the firm, or its partners, principals, corporate officers or owners currently has with the Township of Plymouth, or with any of its Board members or officers.

**LATEST CREDIT RATING** (Specify if other than Dun and Bradstreet)

I hereby certify that the foregoing business information is true, correct and complete to the best of (my/our) knowledge and belief:

\_\_\_\_\_  
(Name of Company)

By \_\_\_\_\_  
(Signature) Date

\_\_\_\_\_  
(Title)

By \_\_\_\_\_  
(Signature) Date

\_\_\_\_\_  
(Title)





## CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

**MEETING DATE:** September 28, 2021

**ITEM:** Review Sidewalk Gap Project

**PRESENTER:** Jeremy Schrot, PE

**BACKGROUND:**

One of the Township's stated prioritized goals is to work to close sidewalk gaps and increase walking/running/biking options within the Township. The Township's engineer has put together a review of the existing sidewalk gaps to discuss potential options and funding opportunities for future projects. The intent is to discuss the overview moving forward.

**PROPOSED MOTION:** None, discussion only