

City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

City Commission Meeting
June 8, 2021
Agenda

Honorable Mayor, City Commissioners and Residents: This shall serve as your official notification of the Public Hearing and Regular City Commission Meeting to be held Tuesday, June 8, 2021, at 7:30pm, via teleconference as described below. The following items are on the Agenda for your consideration:

PUBLIC HEARING AND REGULAR CITY COMMISSION MEETING – 7:30 P.M.

1. **Meeting Called to Order.**
2. **Pledge of Allegiance.**
3. **Roll Call.**
4. **PUBLIC DISCUSSION – items not on the Agenda.**
5. **Governmental Reports.**
6. **City Commission Liaison Reports.**
 - **Commissioner Scott – Historical Commission.**
 - **Commissioner Wahl – Recreation Commission.**
 - **Commissioner Budnik – Ferndale Public Schools/HW Library Board.**
 - **Commissioner Perry – Planning/DDA.**
7. **Consent Agenda.**

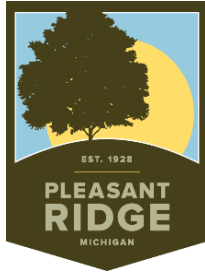
All items listed on the Consent Agenda are considered to be routine by the City Commission, will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of these items unless a City Commissioner or visitor so requests, in which event, the item will be removed from the consent agenda and considered as the last item of business.

 - a. Minutes of the Regular City Commission Meeting held Tuesday, May 11, 2021, and the Special City Commission Meeting held Tuesday, May 25, 2021.
 - b. Monthly Disbursement Report.
 - c. Resolution recognizing June as Gay Pride Month.
 - d. 2020-2021 Budget Amendments.
 - e. OakSTEM Grant Resolution.
 - f. Request by Sergeant Robert Ried to purchase additional service credit from the Municipal Employees Retirement System (MERS).
 - g. TEDF-B Street Maintenance Grant Resolution.
8. **Fiscal year 2021-2022 Combined City Budget and the 2021 Millage Rates.**
 - a. **Public Hearing** – Solicitation of public comments on the proposed fiscal year 2021-2022 Combined City Budgets and the 2021 Millage Rates.

- b. Fiscal 2021-2022 Combined City Budgets and the 2021 Millage Rates.
9. **Establishing a public hearing on Tuesday, July 13, 2021, at 7:30pm, to solicit public comments on a Marijuana Facilities Ordinance.**
 10. **Water Infrastructure Millage Ballot Language.**
 11. **Delinquent utility bills fee and credit card processing fee review.**
 12. **City Commission/Junior Commission in person meeting discussion.**
 13. **City Manager's Report.**
 14. **Other Business.**
 15. **Adjournment.**

Due to the COVID-19 State of Emergency declared by the Governor's Executive Order 2020-4, the limitation on public assemblies of Executive Order 2020-11, and the permitting of public meetings by remote participation allowed by Governor's Executive Order 2020-15, the June 8, 2021, Pleasant Ridge City Commission meeting will be conducted via remote participation. The meeting information is as follows: www.zoom.us, Meeting ID: 899 0049 8733, Passcode: 259087

All members of the public will be permitted to participate during the public comment and public hearing portions of the meeting. There are two ways that members of the public can participate in the meeting 1) by joining the Zoom meeting by computer videoconference, or 2) by watching the meeting livestream on the City's YouTube channel or public access channel and providing comments by email at appropriate times during the meeting. If you have any ADA questions, please call the Clerk's Office (248) 541-2901.



City of Pleasant Ridge
23925 Woodward Avenue
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**Regular City Commission Meeting
May 11, 2021**

Having been duly publicized, Mayor Metzger called the meeting to order at 7:30pm.

Present: Mayor Metzger, Commissioners Budnik, Perry, Scott, Wahl,
Also Present: City Manager Breuckman. City Clerk Allison.
Absent: None

Public Discussion

None.

Governmental Reports

Chief Kevin Nowak, Pleasant Ridge Police Department, gave a brief crime update and police department statistics and updates.

Chief Teresa Robinson, Ferndale Fire Department, gave an update regarding fire department activities and events.

City Commission Liaison Reports

Commissioner Perry gave an update from the Planning Commission/DDA, next meeting will be held Monday, April 26th. Chairman Tom Treuter has resigned from the Planning Commission/DDA and was thanked for his service to the board.

Commissioner Scott gave an update from the Historical Commission. September 11, 2021 is the date for the 2021 Garden Tour, called the “Outdoor Sanctuaries of Pleasant Ridge.” Looking for homeowners willing to showcase their garden on the tour. The museum will be resuming visiting hours soon.

Commissioner Wahl gave an update from the Recreation Commission. She detailed upcoming events related to the Recreation Department.

Commissioner Budnik gave a report for Huntington Woods Library board representatives and events happening at the library. Check the website for opening times and activities.

Proclamation - National Gun Violence Awareness Day
21-3508

Motion by Commissioner Perry, second by Commissioner Wahl, that the proclamation declaring the first Friday in June as National Gun Violence Awareness Day be approved.

Adopted: Yeas: Commissioners Perry, Wahl, Budnik, Scott, Mayor Metzger
Nays: None

Consent Agenda

21-3509

Motion by Commissioner Perry, second by Commissioner Scott, that the consent agenda be approved.

Adopted: Yeas: Commissioners Perry, Scott, Wahl, Budnik, Mayor Metzger
Nays: None

Establishing public hearing – June 8, 2021 at 7:30pm

21-3510

Motion by Commissioner Perry, second by Commissioner Scott, that a public hearing be established for Tuesday, June 8, 2021, at 7:30pm to solicit public comments on the proposed fiscal year 2021-2022 millage rates, and the proposed fiscal year 2021-2022 combined city budgets.

Adopted: Yeas: Commissioners Perry, Scott, Budnik Wahl, Mayor Metzger
Nays: None

2021-2022 Utility Bill Rates

21-3511

Motion by Commissioner Wahl, second by Commissioner Scott, that the Resolution regarding the 2021-2022 utility bill rates be adopted.

Adopted: Yeas: Commissioners Wahl, Scott, Budnik Perry, Mayor Metzger
Nays: None

2021 Supplemental Pool Rules

Breuckman gave an overview of the proposed supplemental pool rules for the 2021 pool season. Public comments were made by Ali Budnik, 130 Elm Park; Marcia Ruff, 130 Maplefield; Tom Wilkinson, 130 Maplefield.

21-3512

Motion by Commissioner Scott, second by Commissioner Budnik, to adopt the 2021 supplemental pool rules as presented, to allow staff to administratively adjust the rules with prior notice to the City Commission, and with the following amendments to the rules as presented:

1. Guest policy: No guests until after July 4th.
2. No pavilion rentals.
3. Food: Prepackaged food is allowed, residents expected to clean up after themselves.
4. Staff will bring any recommended policy adjustments to the City Commission at a special meeting to be held July 6, 2021 at 7:30pm.

Adopted: Yeas: Commissioners Scott, Budnik Perry, Wahl, Mayor Metzger
Nays: None

City Manager's Report

Memorial Day Ceremony will be held Monday, May 31, 2021 at 9:00am in Memorial Park.

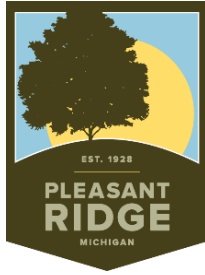
Other Business

Allison discussed the upcoming November General Election, to be held November 2, 2021. There will be two City Commission seats and the Mayor seat will be elected at that time. Nominating petitions for these offices will be available on April 20th and will be due by 4pm on July 20th.

With no further business or discussion, Mayor Metzger adjourned the meeting at 9:41pm.

Mayor Kurt Metzger

Amy M. Allison, City Clerk



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**Special City Commission Meeting
May 25, 2021**

Having been duly publicized, Mayor Metzger called the meeting to order at 7:30pm.

Present: Mayor Metzger, Commissioners Budnik, Perry, Scott, Wahl,
Also Present: City Manager Breuckman. City Attorney Need, City Clerk Allison.
Absent: None

Public Discussion

None.

Closed Session

21-3513

Motion by Commissioner Perry, second by Commissioner Scott, the City Commission move into closed session, under Section 8(e) of the Open Meetings Act and MCL 15.268 (h), to discuss attorney client privileged communication. (7:33pm)

Adopted: Yeas: Commissioners Perry, Scott, Budnik, Wahl, Mayor Metzger
Nays: None

Reconvene Special City Commission meeting

21-3514

Motion by Commissioner Wahl, second by Commissioner Scott, that the special City Commission meeting be reconvened. (9:10pm)

Adopted: Yeas: Commissioners Perry, Scott, Wahl, Budnik, Mayor Metzger
Nays: None

With no further business or discussion, Mayor Metzger adjourned the meeting at 9:11pm.

Mayor Kurt Metzger

Amy M. Allison, City Clerk

May 2021

ACCOUNTS PAYABLE

PAYROLL LIABILITIES	\$	9,533.42
ACCOUNTS PAYABLE	\$	294,991.07
TAX LIABILITIES	\$	-

TOTAL	\$	304,524.49
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PAYROLL

May 5, 2021	\$	37,455.72
May 19, 2021	\$	40,092.21

TOTAL	\$	77,547.93
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CHECK REGISTER FOR CITY OF PLEASANT RIDGE
PAYROLL LIABILITIES
May 2021

PG 1

Check Date	Check	Vendor Name	Description	Amount
5/5/2021	6410500244	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 1,933.04
5/5/2021	6410500245	ICMA - VANTAGEPOINT	RETIREMENT CONTRIBUTIONS	\$ 80.00
5/5/2021	6410500246	ALERUS FINANCIAL	HCSP CONTRIBUTIONS	\$ 607.04
5/5/2021	6410500247	FOPLC	UNION DUES	\$ 188.00
5/5/2021	6410500248	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 32.09
5/5/2021	6410500249	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 1,822.84
5/19/2021	6410500250	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 2,112.39
5/19/2021	6410500251	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 32.09
5/19/2021	6410500252	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 1,915.45
5/19/2021	6410500253	ALERUS FINANCIAL	HCSP CONTRIBUTIONS	\$ 730.48
5/19/2021	6410500254	ICMA - VANTAGEPOINT	RETIREMENT CONTRIBUTIONS	\$ 80.00
TOTAL PAYROLL LIABILITIES				<u>\$ 9,533.42</u>

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
TAX LIABILITIES
May 2021
NONE

PG 2

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
ACCOUNTS PAYABLE
May 2021

PG 3

Check Date	Check	Vendor Name	Description	Amount
05/11/2021	24494	A&F WATER HEATER AND	COMMUNITY POOL REPAIRS	\$ 165.00
05/11/2021	24495	ACCUSHRED, LLC	SHREDDING SERVICES	\$ 55.00
05/11/2021	24496	ADKISON, NEED & ALLEN P.L.L.C.	CITY ATTORNEY SERVICES	\$ 2,123.50
05/11/2021	24497	AEFS INC	LOCKER ROOM DEMOLITION	\$ 2,130.00
05/11/2021	24498	ALPHA PSYCOLOGICAL SERVICES LLC	PRE EMPLOYMENT SERVICES-TYLER	\$ 725.00
05/11/2021	24499	AQUATIC SOURCE	POOL MAINTENANCE AND REPAIRS	\$ 6,369.26
05/11/2021	24500	BADGER METER, INC.	WATER METER PURCHASES	\$ 2,427.61
05/11/2021	24501	BELL EQUIPMENT COMPANY	STREET SWEEPER REPAIRS	\$ 825.33
05/11/2021	24502	BELSON OUTDOOR	GANISBORO PARK PAVILION PROJECT	\$ 4,696.75
05/11/2021	24503	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTHCARE BENEFITS	\$ 8,386.08
05/11/2021	24504	BRILAR	DPW SERVICES	\$ 4,620.59
05/11/2021	24505	CITY OF FERNDALE	FIRE SERVICES AGREEMENT	\$ 21,381.72
05/11/2021	24506	CITY OF FERNDALE	DISPATCH SERVICES AGREEMENT	\$ 3,250.00
05/11/2021	24507	CITY OF FERNDALE	BUILDING INSPECTION SERVICES	\$ 3,037.50
05/11/2021	24508	CITY OF ROYAL OAK	DPW SERVICES	\$ 832.83
05/11/2021	24509	COMMUNITY MEDIA NETWORK	MEETING RECORDING AND BROADCAST	\$ 750.00
05/11/2021	24510	DAVEY TREE EXPERT COMPANY	TREE MAINTENANCE SERVICES	\$ 772.00
05/11/2021	24511	DENNIS SPATAFORA	CENTENNIAL TILE FRAMING	\$ 50.00
05/11/2021	24512	DETROIT EDISON COMPANY	STREETLIGHTING	\$ 3,803.65
05/11/2021	24513	EUGENE LUMBERG	COURT PROSECUTOR SERVICES	\$ 405.00
05/11/2021	24514	GENEVIEVE KOTASEK	RECREATION PROGRAM REFUND-BUNNY PHOTOS	\$ 7.00
05/11/2021	24515	GIANNA CUDA	BERME BOND REFUND PERMIT PB20-0006	\$ 2,500.00
05/11/2021	24516	GREAT AMERICA FINANCIAL SRV	TELEPHONE LEASE SERVICES	\$ 433.00
05/11/2021	24517	GREAT LAKES WATER AUTHORITY	IWC CHARGES	\$ 797.19
05/11/2021	24518	HAGOPLAN CLEANING SERVICES	DUCT CLEANING SERVICES	\$ 2,340.00
05/11/2021	24519	HUNTINGTON NATIONAL BANK	ANNUAL BOND PAYER FEES	\$ 500.00
05/11/2021	24520	HYDROCORP	WATER METER REPLACEMENT PROGRAM	\$ 38,260.00
05/11/2021	24521	HYDROCORP	CROSS CONNECTION PROGRAM	\$ 125.00
05/11/2021	24522	ICMA RETIREMENT CORPORATION	QUARTERLY PLAN FEE	\$ 250.00
05/11/2021	24523	INTERNATIONAL INSTITUTE OF	MEMBERSHIP DUES-EMSLEY	\$ 115.00
05/11/2021	24524	J & J AUTO TRUCK CENTER	POLICE VEHICLE REPAIRS	\$ 97.00
05/11/2021	24525	KIESLER'S POLICE SUPPLY, INC	AMMUNITION SUPPLIES	\$ 470.48
05/11/2021	24526	MICHIGAN ASSOCIATION OF PLANNI	MEMBERSHIP DUES	\$ 675.00
05/11/2021	24527	NELSON BROTHERS PLUMBING	STREET BOND REFUND PB21-0001	\$ 5,000.00
05/11/2021	24528	NORTHWEST SUBURBAN SWIM LEAGUE	2021 DUES AND RIBBONS-SWIM TEAM	\$ 777.20
05/11/2021	24529	NYE UNIFORM	UNIFORM SUPPLIES	\$ 500.93
05/11/2021	24530	OAKLAND COUNTY TREASURER	CLEMIS SERVICES	\$ 3,650.21
05/11/2021	24531	OAKLAND COUNTY TREASURER	SEWERAGE TREATMENT-APRIL 2021	\$ 50,476.26
05/11/2021	24532	VOID CHECK	VOID CHECK	\$ -
05/11/2021	24533	PLANTE & MORAN PLLC	ACCOUNTING SERVICES	\$ 11,514.00
05/11/2021	24534	PROVIDENCE CORP.HEALTH SERVICE	PRE EMPLOYMENT SERVICES-TYLER	\$ 146.00
05/11/2021	24535	ROCKET ENTERPRISE, INC	ANNUAL FLAG MAINTENACE AGREEMENT	\$ 445.00
05/11/2021	24536	SCHEER'S ACE HARDWARE	DPW MAINTENANCE SUPPLIES	\$ 78.15
05/11/2021	24537	SEMCOG	ANNUAL MEMBERSHIP DUES	\$ 803.00
05/11/2021	24538	SOCRRA	REFUSE COLLECTION AGREEMENT	\$ 18,257.00
05/11/2021	24539	SOCWA	WATER PURCHASES	\$ 11,958.25
05/11/2021	24540	THOMAS THOMPSON	LOCKER ROOM REPAIRS	\$ 73.00
05/11/2021	24541	TOSHIBA FINANCIAL SERVICES	COPIER LEASE SERVICES	\$ 953.09
05/11/2021	24542	UNIFIRST CORPORATION	MAT RENTAL AND JANITORIAL SUPPLIES	\$ 368.77
05/11/2021	24543	VOID CHECK	VOID CHECK	\$ -
05/11/2021	24544	VIRTUAL ACADEMY	POLICE DEPARTMENT TRAINING	\$ 360.00
05/11/2021	24545	WOLVERINE POWER SYSTEMS	GENERATOR MAINTENANCE	\$ 494.65

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
ACCOUNTS PAYABLE
May 2021

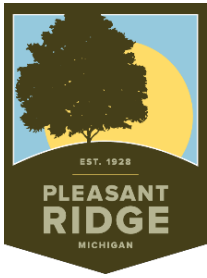
PG 4

Check Date	Check	Vendor Name	Description	Amount
05/19/2021	24546	A&F WATER HEATER AND	COMMUNITY POOL MAINTENANCE	\$ 210.00
05/19/2021	24547	ALLIANCE MOBILE HEALTH	OWI COST RECOVERY EXPENSES-SPENCER	\$ 148.00
05/19/2021	24548	ANDERSON, ECKSTEIN & WESTRICK	ENGINEERING SERVICES	\$ 2,146.96
05/19/2021	24549	BELSON OUTDOOR	GAINSBORO PAVILION PROJECT	\$ 3,595.00
05/19/2021	24550	BSN SPORTS, INC	SPORTS SUPPLIES	\$ 290.00
05/19/2021	24551	CITY OF FERNDALE	FIRE SERVICES AGREEMENT	\$ 21,381.72
05/19/2021	24552	CITY OF FERNDALE	DISPATCH SERVICES AGREEMENT	\$ 3,250.00
05/19/2021	24553	DAVEY TREE EXPERT COMPANY	TREE MAINTENANCE SERVICES	\$ 880.00
05/19/2021	24554	FAMILY HEATING AND COOLING	REFUND OF PERMIT FEES	\$ 50.00
05/19/2021	24555	KEVIN NOWAK	UNIFORM MAINTENANCE SUPPLIES	\$ 329.63
05/19/2021	24556	LEGAL SHIELD	PREPAID LEGAL SERVICES	\$ 25.90
05/19/2021	24557	MARIAH FINNICUM	BUILDING PERMIT BOND REFUND	\$ 1,000.00
05/19/2021	24558	MONIQUE HERZIG	RECREATION PROGRAM INSTRUCTOR	\$ 240.00
05/19/2021	24559	NYE UNIFORM	UNIFORM MAINTENANCE SUPPLIES	\$ 72.00
05/19/2021	24560	OAKLAND COUNTY TREASURER	SHORT TERM BOND PAYMENT	\$ 0.35
05/19/2021	24561	PATRICK THOMPSON DESIGNS, INC	PAVILION PROJECT DESIGN	\$ 415.11
05/19/2021	24562	REBEKAH SAVONA	SWIM TEAM REGISTRATION REFUND	\$ 380.00
05/19/2021	24563	SHIELD INSTITUTE	PD TRAINING - CORMIER	\$ 1,200.00
05/19/2021	24564	SOCRRA	REFUSE COLLECTION AGREEMENT	\$ 8,990.50
05/19/2021	24565	TEEK ELECTRIC	PARK MAINTENANCE REPAIRS	\$ 1,225.00
05/19/2021	24566	THORNTON & GROOMS	PERMIT OVERPAYMENT REFUND	\$ 40.00
05/19/2021	24567	UNUM LIFE INSURANCE COMPANY	LIFE INSURANCE BENEFIT	\$ 559.69
05/24/2021	24568	AQUATIC SOURCE	POOL MAINTENANCE AND REPAIRS	\$ 4,500.41
05/24/2021	24569	BADGER METER, INC.	WATER METER MAINTENANCE SUPPLIES	\$ 776.90
05/24/2021	24570	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTHCARE BENEFITS	\$ 349.42
05/24/2021	24571	BSN SPORTS, INC	SPORTS UNIFORMS	\$ 1,009.75
05/24/2021	24572	COMMUNITY MEDIA NETWORK	MEETING RECORDING AND BROADCASTING	\$ 250.00
05/24/2021	24573	J & J AUTO TRUCK CENTER	VEHICLE MAINTENANCE	\$ 328.90
05/24/2021	24574	JAMES HANKS	BACKFLOW PREVENTION TESTING	\$ 150.00
05/24/2021	24575	KENDALL MONROE	SWIM TEAM REFUND	\$ 220.00
05/24/2021	24576	OAKLAND COUNTY TREASURER	TAX SYSTEM ANNUAL FEE	\$ 343.82
05/24/2021	24577	PATRICK THOMPSON DESIGNS, INC	PAVILION PROJECT DESIGN	\$ 1,512.61
05/24/2021	24578	UNIFIRST CORPORATION	MAT RENTAL AND JANITORIAL SUPPLIES	\$ 187.58
05/24/2021	24579	WEX BANK	FUEL PURCHASES	\$ 3,034.81
05/24/2021	24580	D'ANGELO BROTHERS	WOODWARD SPRINKLER REPAIRS	\$ 1,240.56
Total Accounts Payable				\$ 279,566.62

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
ELECTRONIC PAYMENTS
May 2021

PG 5

Check Date	Check	Vendor Name	Description	Amount
05/10/2021	2603	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTHCARE BENEFITS	\$ 15,424.45
Total Electronic Payments				\$ 15,424.45



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

PROCLAMATION Declaring June 2021 as Gay Pride Month in the City of Pleasant Ridge

- Whereas,** the City of Pleasant Ridge is a city rich in diversity and this diversity is demonstrated in the people who live, work and socialize in our city; and
- Whereas,** the Pleasant Ridge City Commission values this diversity and appreciates and celebrates the rich variation of persons in our city; and
- Whereas,** this city is proud of its heritage that accepts and welcomes diverse people, and we believe in a society that treats people on the basis of their intrinsic value as human beings without prejudice and unfair discrimination based on age, gender, race, color, religion, marital status, national origin, sexual orientation or physical challenges; and
- Whereas,** the City of Pleasant Ridge understands and appreciates the cultural, civic, and economic contributions of the Gay, Lesbian, Bisexual and Transgender communities to the greater community of Pleasant Ridge; and
- Whereas,** the City of Pleasant Ridge recognizes June as the month celebrated worldwide yearly with pride by GLBT communities and that June 2021 is the 52nd anniversary of the beginning of the modern Lesbian Gay rights movement which began in June 1969 in the great City of New York.

NOW, THEREFORE, I, Kurt Metzger, on behalf of the entire City Commission, recognize and declare June 2021 as Gay Pride Month in the City of Pleasant Ridge and we pledge to continue our efforts at creating and maintaining a city which is free and open that provides equal opportunity, fair treatment and human dignity for all people.

Kurt Metzger, Mayor

SIGNED AND SEALED THIS 8th DAY OF JUNE 2021



City of Pleasant Ridge

From: Kelly Schimmoeller, Plante Moran
 To: Pleasant Ridge City Commission
 Date: June 8, 2021
 Re: 2020-21 Budget Amendment #2

Overview

The following budget amendments increase revenue estimates for licenses and permits, charges for services, interest income, fines, inter-fund transfers and contributions from external sources to reflect the actual year-to-date activity.

Expenditures have been amended to reflect actual year-to-date activity.

Background

Budget Amendment Group 1 – General Fund

We have adjusted our revenue estimates for property taxes, permits, federal grants, local community stabilization, fees, interest and other revenue accounts listed below. These adjustments are being made to more accurately reflect actual year-to-date activity.

		<u>Increase (Decrease)</u>
Revenues		
101-000-410.500	Delinquent Tax Collection	\$1,495
101-000-447.000	Property Tax Admin Fee	\$3,995
101-000-476.000	Landlord Licenses	\$600
101-000-477.000	Electrical Permits	\$1,665
101-000-478.000	Building Permits	\$33,660
101-000-479.000	Plumbing and Mechanical Permits	\$10,220
101-000-480.000	Liquor License Fee Revenue	\$50
101-000-522.000	CDBG	\$1,000
101-000-528.000	Other Federal Grants	\$94,000
101-000-573.000	Local Community Stabilization	\$3,510
101-000-609.000	Administrative Fees	\$2,780
101-000-635.000	Copying Charges	\$355
101-000-641.300	Tree Planting Reimbursement	\$210
101-000-651.208	Admission – Dog Park	\$1,180
101-000-653.000	Registration Program Fees	\$12,655
101-000-665.000	Interest & Dividend Income	\$2,600
101-000-667.000	4 Ridge Rental	(\$3,675)
101-000-671.000	Miscellaneous Other Revenues	\$14,450
101-000-674.000	Zoning Board of Appeal Fees	\$500

Expenditures

City Manager

City Manager expenditures are being amended to more accurately reflect actual year-to-day activity.

	<u>Increase (Decrease)</u>
101-172-714.003 Retirement – DB (Retirees)	\$5,080
101-172-715.000 Worker's Compensation	\$40
101-172-727.000 Office Supplies	\$100
101-172-958.000 Memberships and Dues	\$395

Elections

Election expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
101-191-711.000 Social Security & Medicare	\$50
101-191-715.000 Worker's Compensation	\$15
101-191-728.000 Postage	\$3,500
101-191-731.000 Office Supplies	\$3,225
101-191-900.000 Printing & Publishing	\$5,400
101-191-970.000 Capital Outlay	\$2,350

City Clerk

City Clerk expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
101-215-712.005 Medical Insurance - HSA	\$865
101-215-713.000 Life Insurance	\$450
101-215-715.000 Worker's Compensation	\$85
101-215-727.000 Office Supplies	\$150
101-215-861.000 Mileage Expenses	\$100

Information Technology

Information Technology expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
101-228-851.000 Communications	\$1,415
101-228-928.000 Software Maintenance	\$8,100
101-228-970.000 Capital Outlay	\$3,500
101-228-983.000 Leased Assets	\$3,775

General Government

General Government expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
101-248-731.000 Operating Supplies	\$3,600

City Treasurer

City Treasurer expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
101-253-714.003 Retirement – DB (Retirees)	\$830
101-253-801.000 Audit Contract	\$2,850
101-253-890.000 Service Charges	\$6,055
101-253-955.000 Miscellaneous Expenses	\$500
101-253-960.100 Credit Card Service Charge	\$70

Assessing

Assessing expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
101-254-702.000 Administrative Wages	\$280
101-254-711.000 Social Security & Medicare	\$100
101-254-901.000 Printing Tax Bills	\$200

Building Department

Building Department expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
101-371-704.000 Part-Time Wages	\$6,600
101-371-711.000 Social Security & Medicare	\$505
101-371-715.000 Worker's Compensation	\$5
101-371-811.000 Electrical Inspector Fees	\$3,500

Public Works

Public Works expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
101-440-761.000 Operating Supplies	\$1,350
101440-920.000 Public Utilities	\$1,000
101-440-970.000 Capital Outlay	\$23,750

Street Lighting

Street Lighting expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
101-448-921.000 Streetlighting	\$8,000

Budget Amendment Group 2 – Major Street Fund

Major Street Fund expenditures are being amended to more accurately reflect actual year-to-date activity:

	<u>Increase (Decrease)</u>
Expenditures	
202-474-731.000 Operating Supplies	\$2,030
202-478-810.000 Public Works Contract	\$20,105
202-920-890.000 Service Charges	\$120
202-920-955.000 Miscellaneous Expenses	\$1,700

Budget Amendment Group 3 –Local Street Fund

Local Street Fund expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Expenditures	
203-463-810.000 Public Works Contract	\$7,200
203-474-731.000 Office Supplies	\$3,805
203-478-810.000 Public Works Contract	\$36,575

Budget Amendment Group 4 – Infrastructure Improvements

Infrastructure Improvement revenues and expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Revenues	
218-000-665.000 Interest & Dividend Income	\$4,150
218-000-679.000 Refunds & Rebates	\$2,400
Expenditures	
218-905-816.000 Paying Agent Fees	\$1,000
218-920-890.000 Service Charges	\$1,075

Budget Amendment Group 5 – Solid Waste Fund

Solid Waste revenues and expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Revenues	
226-000-573.000 Local Community Stabilization	\$1,225
226-000-642.000 Sales	\$350
Expenditures	
226-248-713.000 Life Insurance	\$1,200
226-528-810.000 Public Works Contract	\$3,100

Budget Amendment Group 6 – Pool/Fitness Facility

Pool/Fitness Facility revenues are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Revenues	
251-000-636.100 Pool Visitor Fees	\$200
251-000-671.000 Miscellaneous Other Revenues	\$70

Budget Amendment Group 7 – Scaf Parks Special Revenue Fund

Scaf Parks Special Revenues are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Revenues	
258-000-665.100 Unrealized/Realized Gain/Loss	\$482,550

Budget Amendment Group 8 – Segregated Capital Assets Fund (SCAF)

Segregated Capital Assets Fund revenues are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Revenues	
259-000-573.000 Local Community Stabilization	\$545
259-000-665.000 Interest & Dividend Income	\$5,515
Expenditures	
259-248-890.000 Service Charges	\$150

Budget Amendment Group 9 – Downtown Development Authority (DDA)

Downtown Development Authority revenues are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Revenues	
260-000-405.000 T.I.F.A. Taxes	\$2,705
260-000-410.500 Delinquent Tax Collection	\$680
260-000-573.000 Local Community Stabilization	\$975
260-000-675.000 Contributions & Donations	\$8,485

Budget Amendment Group 10 – Drug Forfeiture Fund

Drug Forfeitures expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Expenditures	
266-301-890.000 Service Charges	\$20

Budget Amendment Group 11 – Library Fund

Library revenues and expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Revenues	
271-000-573.000 Local Community Stabilization	\$290

	<u>Increase (Decrease)</u>
Expenditures	
271-299-800.000 Library Contract	\$240
271-299-890.000 Service Charges	\$60

Budget Amendment Group 12 – Historical Fund

Historical revenues are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Revenues	
297-000-642.000 Sales	\$310
297-100-654.000 Ticket Sales & Field Trips	\$320

Budget Amendment Group 13 – Debt Service (Pool/Fitness Voted Bonds)

Debt Service (Pool/Fitness Voted Bonds) revenues are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Revenues	
301-000-573.000 Local Community Stabilization	\$1,105

Budget Amendment Group 14 – Capital Improvement Fund

Capital Improvement expenditures are being amended to more accurately reflect actual year-to-date activity.

	<u>Increase (Decrease)</u>
Revenues	
401-000-665.000 Interest & Dividend Income	\$935
Expenditures	
401-920-890.000 Service Charges	\$450



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Oakstem Grant Resolution

WHEREAS, Oakland County has established the OAKSTEM 2021 Oakland County Street Tree Enhancement Match Pilot Program (the “Program”) for communities that are wholly or partly within the George W. Kuhn (GWK) Drainage District; and

WHEREAS, the Program seeks to assist GWK Communities by providing limited matching funds for street tree planting projects on public road rights of way (ROW) that are under their jurisdiction or on public road ROW directly adjacent to land publicly owned by the GWK Communities; and

WHEREAS, the City of Pleasant Ridge wishes to submit a 2021 OAKSTEM Program Application seeking matching reimbursement funds from the Program, in an estimated amount of \$6,000 for 2022 street tree plantings.

NOW, THEREFORE BE IT RESOLVED:

The Pleasant Ridge City Commission hereby approves:

1. The completion and submission of the 2021 OAKSTEM Application to seek funding through the program;
2. If the Application is approved by Oakland County, the Community’s participation in the program; and
3. The appropriation and expenditure of funds necessary or appropriate to fund its obligations under the Program as set forth in the Application and the Cost Participation Agreement, and hereby authorizes James Breuckman, City Manager to sign the Application and all Agreements and take any other action necessary or appropriate on the Community’s behalf to participate in the Program and certifies that the Community will comply with the Program’s requirements, including submittal of a final report and other documentation as required by the County, as a condition to receiving reimbursement in accordance with the program.

Adopted: Yeas:
 Nays:

I, Amy M. Allison duly certified Clerk of the City of Pleasant Ridge do hereby certify that the foregoing is a true and accurate copy of a resolution unanimously adopted by the Pleasant Ridge City Commission at its Regular Meeting held Tuesday, June 8, 2021

IN WITNESS WHEREOF, I do hereby set my hand and cause the Corporate Seal of the City this 8th day of June 2021.

Amy M. Allison
City Clerk

OAKSTEM 2021 STREET TREE ENHANCEMENT MATCHING GRANT PILOT PROGRAM
COST PARTICIPATION AGREEMENT

County Project Number: 2021-XX

Purchasing / Fiscal: XXXXXX

Project Name (the "Project"): _____

Participating GWK Community (the "Community"): _____

This Cost Participation Agreement ("Agreement") is made and entered into this [insert day] day of [insert month], 2021, by and between the County of Oakland, Michigan (the "County"), and the above-referenced Community.

WHEREAS, the County has established the OAKSTEM 2021 Street Tree Enhancement Matching Grant Pilot Program (the "Program") to decrease impervious surface area and increase the tree canopy in communities that are within the George W. Kuhn ("GWK") Drainage District (the "GWK District") (individually, a "GWK Community" and, collectively, the "GWK Communities"), as further described in the Terms and Policies of the Program set forth in Attachment A to this Agreement (the "Program Policies"). The County intends for the Program to assist GWK Communities with projects located within the GWK District. Limited matching funds will be distributed as reimbursement for costs expended among qualifying GWK Communities with approved 2021 Program Applications for specific, targeted street tree planting projects on public road rights of way (ROW) that are under their jurisdiction or on public road ROW directly adjacent to land publicly owned by the GWK Communities; and

WHEREAS, the GWK Community has submitted to the County a 2021 Application Form seeking funds from the Program relating to the project identified above as more fully described in such Application and summarized in Attachment B of this Agreement (the "Project") and made a part hereof, and the County has reviewed and approved the GWK Community's Application; and

WHEREAS, the County desires to contribute funds to the Project in accordance with the terms of this Agreement and subject to the Program Policies on a 1 / 1 match basis in an amount not to exceed the limits set forth in this Agreement and in no instance exceeding the maximum match amount set forth for the GWK Community set forth on Schedule 1 to Attachment A to this Agreement; and

NOW THEREFORE, in consideration of the mutual covenants and agreements of the parties to this Agreement, the parties agree as follows:

1. GWK Community's Representations and Warranties. The GWK Community acknowledges and agrees to the Program Policies and represents and warrants to the County that (i) the Project, and the implementation thereof, is and will be consistent with the purposes of the Program, the description of the Project set forth in the GWK Community's Application and in Attachment B to this Agreement,

and in compliance with the Program Policies; and (ii) any funds received from the County through the Program or otherwise related to the Project shall solely be used by the GWK Community for the permitted expenses for the Project and for no other purpose.

2. Reporting Requirements. This is a reimbursement program. The GWK Community shall submit a report to the County after the completion of the Project describing in detail with supporting documentation, including, but not limited to, narratives, drawings, maps, warranties, and/or photographs and paid invoices to sufficiently evidence that the Project was completed in accordance with the Program Policies, the GWK Community's Application, and Attachment B to this Agreement. Said report and documentation must be received by the County on or before June 30, 2022
3. Authorization to Publicize. The GWK Community hereby authorizes and permits and grants a non-exclusive, irrevocable license to the County, without further notice and action required by the GWK Community or the County, to use photographs, logos, published/printed information, and any other materials to promote or otherwise publicize the County, the Program, the Project and/or the GWK Community in any manner or form, including, but not limited to, in social media, press releases, advertisements, and/or publications of any nature.
4. No Guaranty of Participation. The GWK Community acknowledges, understands, and agrees (i) the funding provided by the County through the Program is meant to supplement, and not replace, funding for existing street tree planting programs or projects engaged in by the GWK Community; (ii) the Program is expressly established as a pilot program, there is no guarantee that the Program will be continued from year-to-year and the County expects that most projects funded under the Program will be completed by the end of calendar year 2021; and (iii) there is no obligation on behalf of the County to either fund the Project or continue the Program in the future.
5. Assumption of Liabilities and Responsibilities; Release. The GWK Community assumes any and all responsibilities, including, but not limited to, costs and expenses, and liabilities arising out of the administration and implementation of the Project and the ongoing maintenance and warranty compliance of any and all trees planted through the Project, and acknowledges and agrees that the County shares no such responsibilities or liabilities in administering or implementing the Project or maintaining any and all trees planted through the Project, or insuring compliance with any warranties. The GWK Community, on its behalf and on behalf of its employees, agents, representatives, elected and appointed officials, and volunteers, agrees to not sue and to waive, release, and forever discharge the County and its employees, agents, representatives, elected and appointed officials, and volunteers from all liability, damages, injuries, claims, or demands of any nature and for any reason ("Claims") arising from or in any way connected to the Program and/or the Project, including, but not limited to, any matters relating to the selection of tree species, planting location or processes, maintenance, tree growth, or removal, and shall indemnify and hold the County harmless against any third party Claims.
6. Approval of Funding. In reliance on the representations, warranties, and agreements made by the GWK Community in this Agreement and each document referenced herein, the County approves the funding of the Project through the Program in the amount identified as "FY2021 OAKSTEM 2021 Program Award" set forth on Attachment B to this Agreement, which amount shall be paid as a

reimbursement to the GWK Community by the County upon successful completion of the Project and receipt by the County from the GWK Community of a report and the documentation described in Section 2 of this Agreement and the GWK Community's performance of any and all other obligations set forth in this Agreement or any document referenced herein. Said report and documentation must be received by the County on or before June 30, 2022. If a Project is not completed in accordance with the Application and as approved by the County and/or applicable report and documentation is not received by the County on or before June 30, 2022, to its satisfaction, the County's obligation to pay the reimbursement funds under this Agreement is null and void. The report and the documentation described in Section 2 shall be sent to both the:

Manager of Fiscal Services
Executive Office Building
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328

Planning Manager
Economic Development Department
Executive Office Building
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328

7. References to the County and/or the Program. All marketing materials created, or references or acknowledgments made, by the GWK Community regarding the receipt or use of funding under the Program for the Project shall reference the County and the Program and the GWK Community, through its authorized representative, shall, upon the County's request, execute a License Agreement for the use of the County's or Program's name and/or any materials, logos, or items related thereto, provided, however, the GWK Community shall cease the use or reference to the County or the Program upon notice by the County.
8. Counterpart and Electronic Signatures. This Agreement may be signed in counterparts which together shall be deemed a fully executed document. Any signature to this Agreement delivered electronically shall be deemed an original signature to this Agreement.

The parties to this Agreement have executed this Agreement as indicated below.

OAKLAND COUNTY

COMMUNITY

Signed: _____

Signed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attachment A**OAKSTEM 2021 STREET TREE ENHANCEMENT MATCHING GRANT PILOT PROGRAM****Terms and Policies****STATEMENT OF PURPOSE**

Recognizing a continuing need to enhance and maintain public street trees on public road rights of way (ROW), Oakland County Government wishes to pilot a discretionary street tree matching program that will allow the County to assist communities that are within the GWK George W. Kuhn ("GWK") Drainage District (the "GWK District")(collectively, the "GWK Communities") with the planting of street trees on public road rights of way ("ROW") that are under their jurisdiction or on public road ROW directly adjacent to land publicly owned by these GWK Communities, and that are within the GWK District.

The County wishes to provide limited matching funds to qualifying GWK Communities to plant street trees that will provide the following direct public benefits: Increase tree canopy; reduce impervious surface area; reduce peak flow storm water run-off; reduce flooding risk; reduce noise; improve air quality; enhance aesthetics; attract, retain and grow business, retain jobs and encourage community investment.

The County wishes to assist GWK Communities to accomplish these public objectives by test-piloting a Street Tree Enhancement Match Program.

PROGRAM SUMMARY

The County established the OAKSTEM 2021 Street Tree Enhancement Matching Grant Pilot Program (the "Program") to increase tree canopy and reduce impervious surface area in the GWK District. The Program seeks to assist the GWK Communities by offering limited matching funds for street tree plantings on public road ROWs that are under their jurisdiction, or on public road ROW directly adjacent to land publicly owned by these GWK Communities, and that are within the GWK District.

Each GWK Community seeking funds through the Program shall submit to the County (i) a fully completed Pilot OAKSTEM 2021 Program Application Form (an "Application"), including a description of the project and supporting documentation for which the funding is sought (the "Project"); and (ii) if the County approves such Application, an executed Cost Participation Agreement as presented by the County. Submission of an Application by a GWK Community does not entitle such GWK Community to participation in the Program. Any funding under the Program is subject to the discretion of the County.

The Program provides for reimbursement on 1 / 1 match basis, to a maximum as outlined in Schedule 1 to these Terms and Policies. Funding shall be utilized to supplement and enhance GWK Community street tree plantings only. Funding is not intended for previously planted street trees, to replace existing budgeted street tree planting programs or to replace funding already committed to street tree plantings.

PROJECT GUIDELINES

Program Funding:

1. Shall be utilized solely for the purposes of street tree plantings on public road ROW that are under their jurisdiction, or on public road ROW directly adjacent to land publicly owned by these GWK Communities, and that are within the GWK District.
2. Shall not be utilized to fund street tree improvements on any state trunk lines or ROW under the jurisdiction of the Michigan Department of Transportation.
3. Shall be limited to costs associated with purchase and warranty of street trees only and shall not be utilized for other purposes, such as administrative expenses, ongoing maintenance, personnel, overhead, utilities, consultants or other similar purposes.
4. Shall not be utilized for any motorized or non-motorized road improvements to a roadway.
5. Shall be utilized for street tree planting projects that will result in: Increased tree canopy; reduced impervious surface area; reduced peak flow storm water run-off; reduced flooding risk; reduced noise; improved air quality; enhanced aesthetics; attraction, retention and growth of business, retention of jobs and encouragement of further community investment.

Warranty:

All trees planted using Program funding shall be covered by a minimum two (2) year warranty, guaranteeing survival of the tree for two years from the date of Project completion. Said warranty shall provide for the complete costs of removal and replacement. Replacement trees shall be covered with a full two-year replacement warranty as well.

Local Elected Governing Body Resolution of Approval:

Each Application shall be accompanied by a certified copy of a resolution of the GWK Community's elected governing body (city council, village council, township board) approving the GWK Community's participation in the Program (including the appropriation of the required funds to fund the Community's obligations under the Program to complete the Project(s)), authorizing application for the Program, designating the person authorized to sign on the GWK Community's behalf, and certifying the GWK Community's commitment to complying with the Program's requirements. A Sample Community Resolution is attached to the Application.

ADMINISTRATION

Funding for Projects through the Program may be appropriated annually by the County, but is not guaranteed. Funding availability shall be determined annually through the budget process.

Program funding may be reduced or eliminated based upon the ability of the County to meet its primary constitutional and statutory duties. The County expressly reserves the right to adjust the County matching funds share at any time based upon County budget needs.

The amount of funds available for match shall be determined by the total amount of funds allocated by the County added to an equal amount representing the match provided by the participating GWK Communities.

The Economic Development Department Planning Manager shall administer the Program, including receiving Applications for Program funding and approval of funding by the County.

DISBURSEMENT

The Planning Manager shall forward an approved Program Award Summary in a form prescribed by the County and a Cost Participation Agreement to each participating GWK Community for local approval.

Minimally, each Application shall include: the GWK Community's responsibility for administering the Project, the Project location, purpose, scope, estimated costs, including supporting details, provisions ensuring compliance with project guidelines, as well as disbursement eligibility requirements. The Cost Participation Agreement shall require the maintenance and delivery of supporting documentation to ensure compliance with the following provisions:

1. Any and all supporting documentation for Project expenditures reimbursed with appropriated funding through the Program shall be maintained a minimum of seven years from the date of final reimbursement for actual expenditures incurred.
2. The Oakland County Fiscal Services Division reserves the right to audit all Project expenditures reimbursed through the Program.

The deadline for submitting the Application shall be established in the Program announcement.

Upon completion by a GWK Community of its Project, the GWK Community shall submit a report and documentation in accordance with the terms and conditions set forth in the Cost Participation Agreement. Said report and documentation must be received by the County on or before June 30, 2022 to receive a reimbursement payment. The Oakland County Department of Management and Budget Fiscal Services Division shall process payments in accordance with its policies and procedures.

In the event an eligible GWK Community chooses not to participate in the Program after having been awarded funding under the Program, any previously undistributed funding allocated to such award may be reallocated to other participating GWK Communities, provided they each meet the requirements under the Program.

At the completion of a Project, the participating GWK Community shall provide a final report to the County as more fully described in the Cost Participation Agreement, including a description of the activities of the recipient and the degree to which the recipient has met the stated public purpose of these Terms and Policies.

**Schedule 1 to Attachment A
OAKSTEM 2021 – BASE VALUE DISTRIBUTION FORMULA**

	Total Budget:		\$200,000																
		Factor	Factor 1: Participation			Factor 2: Eligible Road Miles			Factor 3: Imperviousness			Must equal 100%							
		Percent of Budget	60%			30%			10%			100%							
		Budget Allocation per Factor	\$120,000			\$60,000			\$20,000			\$200,000						Percentage of Total Budget	
		Community	Type	(Y/N)	Percent Allocation	Factor 1 Allocation	Road Miles	Percent Allocation	Factor 2 Allocation	Impervious Score**	Percent Allocation	Factor 3 Allocation	BASE ALLOCATION per CVT						
		1 Berkley	City	1	7.1%	\$8,571	54.4	5.3%	\$3,172	0.48	7.1%	\$1,411	\$13,155					6.6%	
		2 Beverly Hills	Village	1	7.1%	\$8,571	5.9	0.6%	\$344	0.376	5.5%	\$1,106	\$10,021					5.0%	
		3 Birmingham	City	1	7.1%	\$8,571	32.8	3.2%	\$1,913	0.546	8.0%	\$1,605	\$12,089					6.0%	
		4 Clawson	City	1	7.1%	\$8,571	39.5	3.8%	\$2,303	0.502	7.4%	\$1,476	\$12,351					6.2%	
		5 Ferndale	City	1	7.1%	\$8,571	73.8	7.2%	\$4,303	0.539	7.9%	\$1,585	\$14,459					7.2%	
		6 Hazel Park	City	1	7.1%	\$8,571	58.9	5.7%	\$3,434	0.558	8.2%	\$1,641	\$13,647					6.8%	
		7 Huntington Woods	City	1	7.1%	\$8,571	25.0	2.4%	\$1,458	0.385	5.7%	\$1,132	\$11,161					5.6%	
		8 Madison Heights	City	1	7.1%	\$8,571	99.3	9.7%	\$5,790	0.561	8.2%	\$1,650	\$16,011					8.0%	
		9 Oak Park	City	1	7.1%	\$8,571	89.3	8.7%	\$5,207	0.507	7.5%	\$1,491	\$15,269					7.6%	
		10 Pleasant Ridge	City	1	7.1%	\$8,571	10.4	1.0%	\$606	0.485	7.1%	\$1,426	\$10,604					5.3%	
		11 Royal Oak	Township *	1	7.1%	\$8,571	1.0	0.1%	\$58	0.52	7.6%	\$1,529	\$10,159					5.1%	
		12 Royal Oak	City	1	7.1%	\$8,571	219.9	21.4%	\$12,822	0.475	7.0%	\$1,397	\$22,790					11.4%	
		13 Southfield	City	1	7.1%	\$8,571	47.9	4.7%	\$2,793	0.429	6.3%	\$1,261	\$12,626					6.3%	
		14 Troy	City	1	7.1%	\$8,571	270.9	26.3%	\$15,796	0.439	6.5%	\$1,291	\$25,658					12.8%	
		Subtotals:		14	100.0%	\$120,000	1,029.0	100.0%	\$60,000	6.802	100.0%	\$20,000	\$200,000					100.0%	
		* Royal Oak Township does not have jurisdiction over any roads. The Eligible Road Miles calculation is based on the road frontage of publicly owned property adjacent to public road ROW.																	
		** Impervious Score is the percent of impervious surface land area within the community expressed as a decimal.																	

DRAFT

ATTACHMENT B

OAKSTEM 2021 STREET TREE ENHANCEMENT MATCHING GRANT PILOT PROGRAM

Program Award Summary

County Project Number: 2021-XX

Project Name (the "Project"): _____

Participating GWK Community (the "Community"): _____

Project Description:

PROJECT BUDGET

COMMUNITY PROJECT COST BREAKDOWN

Street Tree Purchase (Including Warranty)

COMMUNITY Contribution (Tree and warranty costs only):	(MATCH)	\$ _____
FY2021 OAKSTEM Program Award:	(AWARD)	\$ _____

Total Street Tree Purchase (Including Warranty) \$ _____

TREES MUST BE PURCHASED ON OR AFTER THE EXECUTION DATE OF THE COST PARTICIPATION AGREEMENT.

Additional Costs (not Program match eligible)

COMMUNITY Admin., PE/CE, Maintenance, Planting and Inspection costs. \$ _____

All administration, engineering, maintenance, planting costs and inspection costs will be paid by COMMUNITY.

Total Project Costs (All project costs) \$ _____

OAKSTEM

Oakland County Street Tree Enhancement Match Grant Program

Program Overview

The purpose of the OAKSTEM 2021 Grant Pilot Program is to decrease impervious surface area and increase the tree canopy in communities that make up the George W. Kuhn (GWK) Drainage District.

The GWK Drainage District has among the highest percentage of impervious surface area in the County (49.2%) and the OAKSTEM program is intended to encourage GWK communities to either begin, or continue and expand, their public street tree planting program(s).

Communities can apply for this grant to supplement tree planting projects that occur during the fall 2021 or spring 2022 planting seasons.

OAKSTEM 2021 is a matching grant program for the 14 eligible communities in partnership with:

- Oakland County Department of Water Resources, George W. Kuhn Drainage District
- Oakland County Board of Commissioners
- Oakland County Department of Economic Development

Key Dates

Mid-June 2021 (anticipated)

Eligible communities will receive a unique link to an online application

July 30, 2021

Deadline for applying

June 30, 2022

Last day to submit final report for reimbursement funds

Questions? Contact:

Oakland County Department of Economic Development

Jim Schafer

schaferj@oakgov.com
(248) 285-2321

Mike Woods

woodsmp@oakgov.com
(248) 762-6395

Grant Funding Criteria & Eligibility

Limited matching funds will be distributed as reimbursement for costs expended among qualifying GWK Communities with approved OAKSTEM 2021 Program Applications for specific, targeted street tree planting projects on public road rights of way (ROW) that are under their jurisdiction or on public road ROW directly adjacent to land publicly owned by the GWK Communities.

Funding shall be utilized to supplement and enhance GWK Community street tree plantings only. Funding is not intended for previously planted street trees, to replace existing budgeted street tree planting programs or to replace funding already committed to street tree plantings.

Funding Sources

Oakland County Department of Economic Development	\$100,000
Oakland County Department of Water Resources, George W. Kuhn Drainage District	\$50,000
Oakland County Board of Commissioners	\$50,000
Participating GWK District Communities	1 to 1 Match Requirement

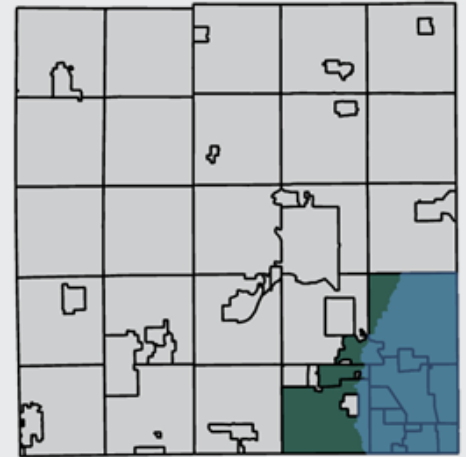
Eligible and Non-Eligible Expenses

Participating communities are required to provide a 1 to 1 match of their awarded grant amount. The match calculation consists of the cost for the purchase and warranty of street trees only. Administration expenses, engineering, maintenance, planting and inspection costs will not count toward match.

Communities can apply for this grant to supplement tree planting projects that occur during the fall 2021 or spring 2022 planting seasons.

The trees must be purchased on or after the execution date of the Cost Participation Agreement and a final report with documentation must be received by the County on or before June 30, 2022 in order for the Community to be reimbursed.

The OAKSTEM 2021 Grant Program will be administered by the Oakland County Department of Economic Development. This program is intended to increase the tree canopy and decrease the detrimental impervious surface impacts, including flooding, erosion and the urban heat island effect. Trees help soak up water and slow the rate of water moving across the land's surface—improving water quality, increasing green infrastructure and reducing traditional infrastructure needs and costs.



Eligible Cities Villages and Townships (CVTs)

The following 14 Oakland County CVTs (whole or part) make up the GWK Drainage District and are eligible to participate:

- Berkley
- Beverly Hills (part)
- Birmingham (part)
- Clawson
- Ferndale
- Hazel Park
- Huntington Woods
- Madison Heights
- Oak Park
- Pleasant Ridge
- Royal Oak
- Royal Oak Township
- Southfield (part)
- Troy (part)

Base Funding Allocations for Eligible CVTs

To establish the OAKSTEM 2021 Program Base Funding Allocation, it is anticipated that all fourteen (14) eligible CVTs will apply for a grant.

Calculations for base funding allocation for eligible CVTs began with a total budget of \$200,000 and are based on three factors:

- 60% based on all eligible CVTs participating in the Program
- 30% based on an estimate of the CVT eligible road miles
- 10% based on an estimate of the CVT impervious surface area

The Base Funding Allocation Table (below) contains the base funding amounts available for each eligible CVT.

CVTs are not required to request their full base funding allocation amount.

It is anticipated that some CVTs may not participate, so additional funding may be available.

TOTAL BUDGET: \$200,000

	Factor		Factor 1: Participation			Factor 2: Eligible Road Miles			Factor 3: Imperviousness				% of Total Budget
	% of Budget		60%			30%			10%				
	Budget Allocation per Factor		\$120,000			\$60,000			\$20,000				
	Community	Type	(Y/N)	% Allocation	Factor 1 Allocation	Road Miles	% Allocation	Factor 2 Allocation	Impervious Score*	% Allocation	Factor 3 Allocation	Base Allocation per CVT	
1	Berkley	City	1	7.1%	\$8,571	54.4	5.3%	\$3,172	0.48	7.1%	\$1,411	\$13,155	6.6%
2	Beverly Hills	Village	1	7.1%	\$8,571	5.9	0.6%	\$344	0.376	5.5%	\$1,106	\$10,021	5.0%
3	Birmingham	City	1	7.1%	\$8,571	32.8	3.2%	\$1,913	0.546	8.0%	\$1,605	\$12,089	6.0%
4	Clawson	City	1	7.1%	\$8,571	39.5	3.8%	\$2,303	0.502	7.4%	\$1,476	\$12,351	6.2%
5	Ferndale	City	1	7.1%	\$8,571	73.8	7.2%	\$4,303	0.539	7.9%	\$1,585	\$14,459	7.2%
6	Hazel Park	City	1	7.1%	\$8,571	58.9	5.7%	\$3,434	0.558	8.2%	\$1,641	\$13,647	6.8%
7	Huntington Woods	City	1	7.1%	\$8,571	25.0	2.4%	\$1,458	0.385	5.7%	\$1,132	\$11,161	5.6%
8	Madison Heights	City	1	7.1%	\$8,571	99.3	9.7%	\$5,790	0.561	8.2%	\$1,650	\$16,011	8.0%
9	Oak Park	City	1	7.1%	\$8,571	89.3	8.7%	\$5,207	0.507	7.5%	\$1,491	\$15,269	7.6%
10	Pleasant Ridge	City	1	7.1%	\$8,571	10.4	1.0%	\$606	0.485	7.1%	\$1,426	\$10,604	5.3%
11	Royal Oak	Township	1	7.1%	\$8,571	1.0	0.1%	\$58	0.52	7.6%	\$1,529	\$10,159	5.1%
12	Royal Oak	City	1	7.1%	\$8,571	219.9	21.4%	\$12,822	0.475	7.0%	\$1,397	\$22,790	11.4%
13	Southfield	City	1	7.1%	\$8,571	47.9	4.7%	\$2,793	0.429	6.3%	\$1,261	\$12,626	6.3%
14	Troy	City	1	7.1%	\$8,571	270.9	26.3%	\$15,796	0.439	6.5%	\$1,291	\$25,658	12.8%
Subtotals:			14	100.0%	\$120,000	1,029	100%	\$60,000	6.802	100%	\$20,000	\$200,000	100%

*Impervious Score is the percent of impervious surface land area within the community expressed as a decimal.

CVTs are encouraged to request additional program funding over their base funding allocation amount and demonstrate the available matching funds. Oakland County may re-allocate these additional funds based on availability and CVT match capacity.

Determinations on grant award amounts (greater than the base funding allocation, if any) will be made after all applications have been received and reviewed.

Grant Application & Cost Participation Agreement

Eligible CVTs will receive a unique link to an online application by Mid-June 2021 (anticipated). The deadline for applying is July 30, 2021.

CVTs awarded an OAKSTEM 2021 Program Grant will be required to enter into a Cost Participation Agreement with Oakland County.

CVTs applying for the OAKSTEM 2021 Program will be required to submit the following information:

✓	Checklist
<input type="checkbox"/>	Acknowledgment that, if awarded a grant, the CVT will be required to enter into a Cost Participation Agreement with Oakland County.
<input type="checkbox"/>	Identification of the local official or staff person authorized to execute the Cost Participation Agreement. This individual would be the recipient of the Cost Participation Agreement for electronic signature.
<input type="checkbox"/>	Contact information for the point person administering the program for the CVT.
<input type="checkbox"/>	Description of the project.
<input type="checkbox"/>	Intended planting schedule (dates).
<input type="checkbox"/>	Public road right(s)-of-way where trees will be planted (including maps).
<input type="checkbox"/>	A summary of the quantity, size and species of street trees to be planted.
<input type="checkbox"/>	Acknowledgment that the CVT will provide a final report and documentation to the County as requested that demonstrate how the grant funds were used.
<input type="checkbox"/>	Certified copy of a resolution of the Community's elected governing body (city council, village council, township board) approving the Community's participation in the Program, authorizing application for the Program, designating the person authorized to sign on the Community's behalf, and certifying the Community's commitment to complying with the Program's requirements (Sample Community Resolution provided on the following page).



Sample Community Resolution



WHEREAS, Oakland County has established the OAKSTEM 2021 Oakland County Street Tree Enhancement Match Pilot Program (the “Program”) for communities that are wholly or partly within the George W. Kuhn (GWK) Drainage District; and

WHEREAS, the Program seeks to assist GWK Communities by providing limited matching funds for street tree planting projects on public road rights of way (ROW) that are under their jurisdiction or on public road ROW directly adjacent to land publicly owned by the GWK Communities; and

WHEREAS, the CVT Name (the “Community”) wishes to submit a 2021 OAKSTEM Program Application seeking matching reimbursement funds from the Program, in an estimated amount of \$_____ on a 1 / 1 matching basis for reimbursement for a project briefly described as _____, which is located in the GWK Drainage District; and

NOW THEREFORE, CVT Council/Board hereby approves (i) the completion and submission of the 2021 OAKSTEM Application to seek funding through the Program; (ii) if the Application is approved by Oakland County, the Community’s participation in the Program; and (iii) the appropriation and expenditure of funds necessary or appropriate to fund its obligations under the Program as set forth in the Application and the Cost Participation Agreement, and hereby authorizes Name and Title of Person to sign the Application and all Agreements and take any other action necessary or appropriate on the Community’s behalf to participate in the Program and certifies that the Community will comply with the Program’s requirements, including submittal of a final report and other documentation as required by the County, as a condition to receiving reimbursement in accordance with the Program.

GRANT APPLICATION REVIEW CRITERIA

Grant applications will be reviewed based on the following criteria:

- Clarity and completeness of the application
- Demonstration that the Community's Project meets the goals and requirements of the OAKSTEM 2021 Program

FINAL REPORT FOR REIMBURSEMENT FUNDS

Due on or before June 30, 2022

CVTs will be required to submit a final report to the County after the completion of the Project describing in detail with supporting documentation, including, but not limited to, narratives, drawings, maps, warranties, and/or photographs and paid invoices to sufficiently evidence that the Project was completed in accordance with the Program Policies and is consistent with the Community's Application.

The final report with documentation must be received by the County on or before June 30, 2022 in order for the County to disburse reimbursement funds.

The County will provide an online form that CVTs will use to submit the final report and documentation.

TREE WARRANTY

All trees planted using the OAKSTEM 2021 Program funds shall be covered by a minimum two (2) year warranty, guaranteeing survival of the tree for two years from the date of Project completion. Said warranty shall provide for the complete costs of removal and replacement. Replacement trees shall also be covered with a full two-year replacement warranty.

RIGHT TREE, RIGHT PLACE

When choosing a planting location, identify existing site conditions, overhead/ underground utilities, salt exposure, proximity to adjacent infrastructure and soil conditions.

These factors will affect the long-term viability of your selected tree species as it relates to pest and disease resistance, growth rate, root structure, canopy spread and height, form and shape, moisture and sunlight requirements.

It is essential to ensure that the trees will be compatible with the planting location, able to endure environmental conditions, are harmonious to the aesthetics of the surrounding landscape, become established and are properly pruned and maintained after they are planted by your community.

For additional information on "Right Tree, Right Place," visit the following Arbor Day Foundation links:

- <https://www.arborday.org/trees/righttreeandplace/>
- <https://www.arborday.org/trees/bulletins/documents/004-summary.pdf>

SUGGESTED TREE SPECIES

The corresponding list represents several trees that can be found in Oakland County and Southeast Michigan.

Communities are encouraged to plant native and/or climate resilient species where possible; however, local knowledge is critical during the selection process. Species diversity is also important; therefore, please consider selecting a variety of tree species to include in your OAKSTEM 2021 Program Application.

*The tree species and cultivars on this list are not the only suitable trees for planting in Oakland County. This list is merely intended to be used as a starting point. There are many native and non-native trees that can be considered.

The tree species and cultivars on this list should not be used exclusively for replacement planting or reforestation of large areas. The diversity of all tree species on individual streets, in neighborhoods, and in the entire community should be taken into consideration. Monocultures should be avoided.

Adapted from: Green
Macomb - January 2017

QUESTIONS? Contact
Oakland County Department
of Economic Development

Jim Schafer
schaferj@oakgov.com
(248) 285-2321

Mike Woods
woodsmp@oakgov.com
(248) 762-6395

Minimum Right-of-Way Width														
Botanical Name	Common Name	MI Native	Drought Tolerance	Soil Salt Tolerance	Pest Resistance	Shape	Mature Spread (ft)	Mature Height (ft)	< 3.5'	3.5 - 4.5'	4.5'+	Under Wires	Notes	
Acer buergerianum	Trident Maple	No	Yes	Mod			20 to 30	20 to 35		•		•	Choose tree form	
Acer griseum	Paperbark Maple	No	Mod	Mod		Round/Oval	10 to 30	20 to 30		•		•		
Acer pensylvanicum	Striped Maple	Yes					10 to 20	15 to 25	•			•		
Acer rubrum	Red Maple	Yes	Mod	Poor	Resistant	Round/Oval	25 to 35	60 to 75			•		Spreading surface roots	
Acer saccharum	Sugar Maple	Yes	Low	Poor		Round/Oval	40 to 50	60 to 75			•		Spreading surface roots	
Acer x freemanii	Freeman Maple	Hybrid	Mod	Poor	Resistant	Upright/Oval	20 to 40	40 to 60			•			
Aesculus x carnea	Red Horsechestnut	Hybrid	Mod	Poor	No Serious Pests	Upright/Oval	30 to 40	60 to 80		•				
Aesculus flava	Yellow Buckeye	No	Mod	Low		Upright/Oval	25 to 35	60 to 80			•		Messy fruit	
Amelanchier arborea	Downy Serviceberry	Yes	Mod	Low		Rounded		15 to 25	•			•	Choose single stem/tree form	
Carpinus betulus	European Hornbeam	No	Mod	Low	No Serious Pests	Oval	20 to 30	10 to 30	•			•		
Carpinus caroliniana	American Hornbeam/ Musclewood	Yes	Mod	Low	No Serious Pests	Upright	20 to 30	20 to 30	•			•		
Caryo ovata	Shagbark Hickory	Yes	Mod	Low	No Serious Pests	Oval/ Irregular	30 to 50	60 to 80			•		Best in large landscapes	
Celtis occidentalis	Common Hackberry	Yes	Mod	Mod	No Serious Pests	Rounded	40 to 50	60 to 70			•		Surface roots	
Cercidiphyllum japonicum	Katsura tree	No	Low	Mod	No Serious Pests	Oval/Pyramidal	20 to 30	40 to 60			•		Surface roots	
Cercis canadensis	Eastern Redbud	Yes	Mod	Low	No Serious Pests	Rounded	15 to 25	15 to 30	•			•		
Chionanthus retusus	Chinese Fringetree	No	Low	Low	No Serious Pests	Rounded	15 to 25	15 to 25	•			•	Choose single stem/tree form	
Chionanthus virginicus	White Fringetree	No	Low	Mod	No Serious Pests	Oval	10 to 20	10 to 20	•			•	Choose single stem/tree form	
Cladrastis kentukea	American Yellowwood	No	Mod	Low	Resistant	Rounded/Vase	20 to 50	40 to 50		•			Spreading surface roots	
Cornus kousa	Kousa Dogwood	No	Mod	Low		Rounded	20 to 30	20 to 30	•			•	Choose single stem/tree form	
Cornus mas	Cornelian-Cherry Dogwood	No	Low	Low	No Serious Pests	Rounded	15 to 20	20 to 25	•			•	Choose single stem/tree form	
Corylus columna	Turkish Hazelnut	No	High	Low	No Serious Pests	Oval/Pyramidal	15 to 35	40 to 50			•			
Cotinus coggygria	Eurasian Smoketree	No	Mod			Upright	10 to 15	10 to 15	•			•	Choose single stem/tree form	
Cotinus obovatus	American Smoketree	No	Mod		No Serious Pests	Oval	10 to 20	20 to 30	•			•	Choose single stem/tree form	
Crataegus crusgalli var Inermis	Cockspur Thornless Hawthorn	Yes	High	Mod	Somewhat Sensitive	Rounded	10 to 25	15 to 30	•			•		
Crataegus viridis	Winter King Hawthorn	No	High	Low		Rounded/Spreading	25 to 35	25 to 35	•					
Ginkgo biloba	Ginkgo	No	High	Mod		Pyramidal, Spreading	Variable	50 to 80			•		Choose male variety only	
Gleditsia triacanthos var inermis	Thornless Honeylocust	Yes	High	High	No Serious Pests	Rounded	30 to 70	30 to 70			•		Surface roots	
Gymnocladus dioicius	Kentucky Coffeetree	No	High	Mod	No Serious Pests	Upright to Rounded	40 to 70	50 to 70		•				
Halesia carolina	Carolina Silverbell	No	Low	Low	No Serious Pests	Upright to Rounded	20 to 35	30 to 40		•		•		
Liquidambar styraciflua	Sweetgum	Yes	Mod	Low	Resistant	Pyramidal/Oval	35 to 50	60 to 75			•		Surface roots	
Liriodendron tulipifera	Tuliptree	Yes	Low	Low	No Serious Pests	Pyramidal/Oval	35 to 50	70 to 90			•		Surface roots	
Maackia amurensis	Amur maackia	No	Mod	Low	No Serious Pests	Round	20 to 35	20 to 30	•			•		
Magnolia virginiana	Sweet Bay Magnolia	No	Low	Low	No Serious Pests	Rounded	10 to 35	10 to 35		•				
Metasequoia glyptostroboides	Dawn Redwood	No	Med	Low	Resistant	Upright Pyramidal	20 to 30	60 to 100			•			
Nyssa sylvatica	Blackgum	Yes	Mod	Mod	No Serious Pests	Pyrmadial / Oval	20 to 30	30 to 60			•			
Ostrya virginiana	Ironwood	Yes	High	Low	No Serious Pests	Pyramidal/Rounded	15 to 40	25 to 40+		•				
Parrotia persica	Persian Ironwood	No	High	Low		Oval/Rounded	15 to 30	20 to 40		•				
Platanus x acerifolia	London Planetree	No	Mod	Mod	Resistant	Pyramidal / Rounded	50 to 70	75 to 90			•		Surface roots	
Platanus occidentalis	Sycamore	Yes	Mod	Mod	Sensitive	Pyramidal / Rounded	50 to 70	75 to 90			•		Surface roots	
Quercus alba	White Oak	Yes	High	Low		Rounded/Spreading	100	50 to 80			•			
Quercus bicolor	Swamp White Oak	Yes	High	Mod	Resistant	Upright Oval / Rounded	50 to 60	50 to 70			•			
Quercus imbricaria	Shingle Oak	Yes	Mod	Low		Pyramidal/Oval	50 to 60	50 to 60			•			
Quercus lyrata	Overcup Oak	No				Rounded	35 to 50	45 to 70			•			
Quercus macrocarpa	Bur Oak	Yes	High	High	Resistant	Upright Oval / Spreading	40 to 60	60 to 70			•			
Quercus muehlenbergii	Chinkapin Oak	Yes	High	Low		Pyramidal/Rounded	50 to 70	50 to 80			•			
Quercus palustris	Pin Oak	Yes	High	Low	Resistant	Upright Pyramidal / Oval	40 to 50	60 to 80			•			
Quercus robur fastigiata	English Oak	No	High	Low		Upright Narrow Columnnar	10 to 20	50 to 60			•			
Quercus rubra	Northern Red Oak	Yes	High	Mod	Resistant	Rounded	60 to 80	50 to 60			•		Surface roots	
Quercus shumardii	Shumard Oak	Yes	High	Low		Pyramidal/Rounded	40 to 60	40 to 60			•			
Taxodium distichum	Bald Cypress	No	High	Mod	Resistant	Pyramidal	25 to 35	60 to 80			•			
Tilia americana	American Linden, American Basswood	Yes	Mod	Low	No Serious Pests	Rounded	30 to 50	50 to 80			•			
Tilia cordata	Little-leaf Linden	No	Mod	Low	No Serious Pests	Pyramidal to Rounded	30 to 40	40 to 60		•				
Tilia tomentosa	Silver Linden	No	High	Low	Resistant	Broad Columnnar	30 to 50	50 to 70			•		Surface roots	
Ulmus americana	American Elm	Yes	Mod	High	Resistant	Vase	50 to 70	70 to 90			•		Surface roots, choose Dutch Elm Disease resistant cultivar	
Ulmus "Frontier"	Frontier Elm	No	High	High	Resistant		20 to 30	30 to 40			•			
Ulmus X	Hybrid Elm	No	High	High	Resistant	Vase	30 to 45	40 to 60			•		Surface roots, choose Dutch Elm Disease resistant cultivar	

Sample OAKSTEM 2021 Program Application



This is a sample application provided as reference. Eligible CVTs must complete an online version of the application—a unique link will be emailed to the contact person by Mid-June 2021 (anticipated).

The deadline for applying is July 30, 2021.

Oakland County Street Tree Enhancement (OAKSTEM) 2021 Pilot Match Program

Additional information on the Project Policies, Guidelines, Available Funding and Required Matching Funds will be provided in the Cost Participation Agreement.

REQUESTING LOCAL GOVERNMENT

MUNICIPALITY
CONTACT PERSON
TITLE OF CONTACT PERSON
TELEPHONE NUMBER
STREET ADDRESS CITY/ZIP
E-MAIL ADDRESS

PROJECT INFORMATION

SHORT DESCRIPTION OF PROJECT
INTENDED PLANTING SCHEDULE (DATES)
ROAD/ROAD(S) RIGHT(S) OF WAY WHERE TREES WILL BE PLANTED (INCLUDE MAP)
NUMBER, SIZE (DBH) / SPECIES OF STREET TREES TO BE PLANTED

PROJECT BUDGET

COMMUNITY Base Program Allocation = _____

It is anticipated that some COMMUNITIES may not participate, and additional funding may be available. COMMUNITIES are encouraged to request additional Program funding over their base Program allocation amount and demonstrate the available match. The COUNTY may allocate these additional funds based on availability and COMMUNITY match capacity.

COMMUNITY PROJECT COST BREAKDOWN

Street Tree Purchase (Including Warranty)

COMMUNITY Contribution (Tree and warranty costs only): (MATCH)	\$ _____
FY2021 OAKSTEM 2021 Program: (REQUEST)	\$ _____
Total Street Tree Purchase (Including Warranty)	\$ _____

TREES MUST BE PURCHASED ON OR AFTER THE EXECUTION DATE OF THE COST PARTICIPATION AGREEMENT

Additional Costs (not Program match eligible)

COMMUNITY Admin., PE/CE, Maintenance, Planting and Inspection costs.	\$ _____
--	----------

Administration, engineering, maintenance, planting and inspection costs will be paid by COMMUNITY.

Total Project Costs (All project costs)	\$ _____
---	----------

PROJECT COMPLIANCE WITH PROGRAM GOALS

The project meets the following program goals: (check all that apply and provide brief description)

- ☐ Increased tree canopy
- ☐ Reduced impervious surface area
- ☐ Reduced peak flow storm water run-off
- ☐ Reduced flooding risk
- ☐ Reduced noise
- ☐ Improved air quality
- ☐ Enhanced aesthetics
- ☐ Attraction, retention and growth of business, retention of jobs
- ☐ Encouragement of further community investment



REQUIRED PROGRAM COMPONENTS AND APPLICATION DOCUMENTATION

- ☐ Copy of Two (2) year warranty provided for all trees planted using Program funds.
- ☐ Map showing street(s) where trees are to be planted.
- ☐ Table summarizing quantity, size and species of street trees to be planted.
- ☐ Copy of local elected governing body (City Council, Village Council or Township Board) certified Resolution of Approval, including person authorized to sign for GWK Community.

ADDITIONAL INFORMATION

Please Include Any Additional Information You Feel Important for The Consideration of This Program Application

REPORT FOLLOWING COMPLETION OF THE PROJECT

This Cost Participation Agreement shall require the GWK Community entering into such agreement to deliver to the COUNTY a report regarding the activities of the GWK COMMUNITY and the degree to which the recipient has met the stated public purpose of the funding, including before and after photos and other documentation as may be described in the Cost Participation Agreement. The COMMUNITY acknowledges and agrees to give the COUNTY permission to use photographs, logos, published/printed information, and any other materials supplied, without further notice, in press releases and/or publication.

CERTIFICATIONS

I, _____, as the _____ on behalf of _____, have been provided with a copy of the Draft Cost Participation Agreement, including Attachments "A" and "B" and (i) agrees to comply with the terms and conditions of the this Application; (ii) understands and agrees to comply with the requirement to provide the COUNTY with a report following the completion of an approved project outlining the degree to which the project met the stated purpose of the funding as set forth in this Application; and (iii) understands that its failure to provide the reports and document or perform any other obligation under this Application or the Cost Participation Agreement shall, at the COUNTY'S option, render its reimbursement obligation null and void.

Signature of Authorized Party

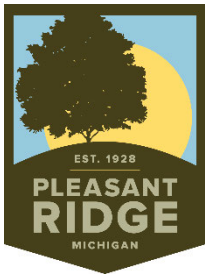
Date

Printed Name and Title

**If you have any questions, please contact the following
Oakland County Economic Development staff:**

Jim Schafer
schaferj@oakgov.com
(248) 285-2321

Mike Woods
woodsmp@oakgov.com
(248) 762-6395



City of Pleasant Ridge

Amy Allison, City Clerk/Assistant City Manager

From: Amy Allison, City Clerk/Assistant City Manager
To: James Breuckman, City Manager
Date: June 3, 2021
Re: Municipal Employees Retirement Systems (MERS) Service Purchase Requests

Overview

Sergeant Robert Ried has again requested to purchase service credit through the City's retirement pension service MERS. Under the MERS Defined Benefit Plan, participants earn service credit for each month of eligible work. With approval from the employer participants can purchase service credit to help them meet early retirement eligibility or increase their pension by increasing their years of service.

Background

When the City opted into the MERS system, an election was made to allow participants to purchase service credit. An actuarial report is requested by the employee and he/she is provided with a cost estimate for the purchase. The cost of the service credit purchase is borne by the employee. Approval by the City Commission is required to finalize the process.

The service credit purchase will add to their respective years of service with the City. Under the MERS defined benefit retirement plan Sergeant Ried is a member of, the minimum retirement standard is age 50 with 25 years of service. Both requirements need to be met for the employee to be eligible to receive their full retirement benefit. After this purchase, both officers will have over 25 years of service when they reach age 50 and could apply for retirement at that time. Both Sergeant Ried and Officer Nagy have purchased service credit in the past.

MERS indicated that the assumptions used when calculating the cost of the purchase are conservative and are intended to make the purchase cost neutral to the employer. However, if the assumptions are not met (lower or higher rate of return, longer or shorter life expectancy) the cost may be higher or lower than estimated. The estimated long-term cost to the City, if any, is unknown.

Requested Action

City Commission approval of the service credit purchase for Sergeant Robert Ried in the amount indicated in the attached documents. The total cost of the service purchase will be borne by Sergeant Ried in the amount of \$43,624.00.

Application for Additional Service Credit Purchase

Section 1: Service Credit Purchase Cost Estimate

With the approval of the employer and the local governing body, participants can purchase additional service credit to help meet an early retirement eligibility provision or to increase their pension benefit. Unlike MERS-to-MERS or Act 88 time, purchased service credit generally cannot be used to reach vesting.

This estimate is only valid for two months after June 1, 2021, the effective date of this calculation.

The cost to purchase service credit for each individual is based on many factors. Below is the information that MERS used to prepare this estimate. Please review the following information for accuracy. If any is incorrect, this estimate may not be correct.

Participant Information

Robert Ried

Date of Birth:

Age:

44 years, 0 months

Spouse's Date of Birth:

FAC as of calculation date: \$78,058.00

Employer Information

Pleasant Ridge, City of

6301 / 02

Benefit Program

Benefit B-4 (80% max)

Benefit F50 (With 25 Years of Service)

Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

Benefit FAC-5 (5 Year Final Average Compensation)

8 Year Vesting

Defined Benefit Normal Retirement Age - 60

Service Credit

Earned service credit as of calculation date: 23 years, 0 months

Vesting Only Service:

Other Governmental Service used for

Eligibility (MERS or Act 88):

Type of Credited Service to be Purchased: Generic

Amount of additional service requested: 2 years, 0 months

Benefit Impact

	Earliest Eligibility Retirement Date	Retirement Age	Projected FAC	X	Service Credit	X	Benefit Multiplier	=	Annual Benefit
Before Proposed Purchase	6/1/2027	50 years 0 months	\$93,205.33		29 years 0 months		2.5%		\$67,573.92
After Proposed Purchase	6/1/2027	50 years 0 months	\$93,205.33		31 years 0 months		2.5%		\$72,234.12

Estimated Cost of This Service Credit Purchase: \$43,624.00

The total cost is due in full at the time of purchase and may be paid by either the participant or employer. You may be eligible to transfer assets from other accounts to make a payment for the purchase, such as: 457 Deferred Compensation Plans; 401 plans; 403(b) plans; and some IRAs (traditional and SIMPLE). To initiate this transfer complete the form *Certification of Qualified Fund Rollover to MERS* (form number F-38). Send signed, approved Application for Additional Service Credit to MERS prior to sending any payment.

Section 2: Calculation Assumptions

1. Projected Earliest Eligible Retirement Date

This date is calculated using the participant's date of birth, the amount of service credit reported by the employer, and other service credit that we have on record (such as MERS-to-MERS or Act 88 time). If any of this data is incomplete or inaccurate this can affect the cost estimate. If the participant chooses to retire on a different date, it may increase/decrease the actual cost.

2. Projected Final Average Compensation (FAC)

Future increases in the FAC are assumed to be a 3.00% annual increase. This calculation is dependent on the wages reported by the employer to MERS. If the actual increases end up being different than the assumption, it may increase/decrease the actual cost.

3. Projected Service Credit

It is assumed the participant will continue to work until the earliest date for unreduced retirement benefits unless a specific termination date is shown. Any deviation from the earliest eligibility date may increase/decrease the actual cost.

4. Benefit Program

The current benefit plan provisions are used to calculate the cost of purchasing service credit. If the participant transfers into a different division and is eligible for a benefit plan with different provisions, then the cost may differ from the initial calculation. Likewise costs may differ if the municipality adopts different benefits in the future for any participant that has purchased service credit. These changes will be reflected in the actuarial valuation required to adopt any benefit increase.

5. Investment Assumption

The current investment return assumption for service credit purchase is 6.35%.

6. Mortality Rate

Assumptions are made on the life expectancies of the participant and their surviving spouse, using tables generated by actuarial professionals.

Section 3: Certification and Authorization

PARTICIPANT CERTIFICATION

I certify the above information is correct and accurate. If this is a purchase of qualifying "other governmental" service, I certify the service has not and will not be recognized for the purposes of obtaining or increasing a pension under another defined benefit retirement plan.

GOVERNING BODY RESOLUTION

By Resolution of its Governing Body, at its meeting on _____, as provided by the MERS Plan Document, and in accordance with the employer's policy, the employer hereby authorizes the participant named above to make a service credit purchase from MERS as described above. The employer understands this is an estimated cost, calculated using actuarial assumptions approved by the Retirement Board. Any difference between the assumptions and actuarial experience will affect the true cost of the additional service to the employer. The calculation assumptions are outlined above and the employer understands and agrees it is accountable for any difference between estimated and actual costs.

Signature of Authorized Official

Date

Title

MERS Use Only

Payment Received:	Participant Payment:
Service Credit:	ER Payment:
Signed:	



City of Pleasant Ridge

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR LOCAL STREETS THROUGHOUT THE CITY OF PLEASANT RIDGE, FUNDED BY THE TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY B PROGRAM.

WHEREAS, The City of Pleasant Ridge is applying for \$210,000 in funding, with a local match of \$212,326 to construct street preventative maintenance and street restoration as part of open-cut sewer repairs throughout the City, and

WHEREAS, MDOT requires formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects, and

NOW, THEREFORE, BE IT RESOLVED, that the City Commission authorizes City Manager James Breuckman to act as agent on behalf of the City to request Transportation Economic Development Fund Category B Program funding, to act as applicant's agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED that the City attests to the existence of, and commits to, providing at least \$212,326 toward the construction of the project, and all costs for design, permit fees, administration costs, and cost overruns.

BE IT FURTHER RESOLVED that the City commits to owning, operating, funding, and implementing a maintenance program over the design life of the facilities constructed with Transportation Economic Development Fund Category B Program funding.

Adopted by the City Commission on this 8th day of June, 2021.

Yeas:

Nays:

Absent:

IN WITNESS WHEREOF, I, Amy M. Drealan, duly certified Clerk of the City of Pleasant Ridge, do hereby attest that the foregoing is a true and accurate copy of a Resolution adopted by the Pleasant Ridge City Commission at its Regular Meeting held Tuesday, June 8, 2021.

Amy M. Drealan, City Clerk



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS
51301 Schoenherr Road, Shelby Township, MI 48315
586.726.1234 | www.aewinc.com

PRELIMINARY ENGINEER'S ESTIMATE

PROJECT NAME: TED-F Grant Improvements
(Misc. Concrete Repairs)

OWNER: City of Pleasant Ridge

PREPARED BY: Michael D. Smith, PE

DATE: 05/27/2021

CHECKED BY: Frank Varicalli

DATE: 05/27/2021

WORK ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT
Concrete Pavement Repairs				
1. Bonds, Insurance & Mobilization Expense(8% Max)	1	Lsum	\$31,280.00	\$31,280.00
2. External Structure Wrap, 18 inch	5	Ea	\$650.00	\$3,250.00
3. Dr Structure Cover, Adj, Case 1, Modified	5	Ea	\$350.00	\$1,750.00
4. Dr Structure, Adj, Add Depth	10	Ft	\$225.00	\$2,250.00
5. Joint, Expansion, E3, Modified	108	Ft	\$12.00	\$1,296.00
6. Lane Tie, Epoxy Anchored	1650	Ea	\$7.50	\$12,375.00
7. Pavt Repr, Nonreinf Conc, 8 inch	3710	Syd	\$70.00	\$259,700.00
8. Full Depth Sawcutting through Existing Pavement	6250	Ft	\$3.00	\$18,750.00
9. Pavt Repr, Rem, Modified	3710	Syd	\$22.50	\$83,475.00
10. Traffic Maintenance and Control	1	Lsum	\$7,500.00	\$7,500.00
11. Surface Restoration, Seeding	100	Syd	\$7.00	\$700.00
Construction Subtotal:				\$422,326.00
Contingencies (10%):				\$42,230.00
Design Engineering (5%):				\$21,120.00
Construction Engineering (10%):				\$42,230.00
Material Testing (2%):				\$8,450.00
Total Project Cost:				\$536,356.00
Grant Funding Breakdown				
Total Construction Cost:				\$422,326.00
TED-F Grant:				\$250,000.00
City Construction Cost:				\$172,326.00

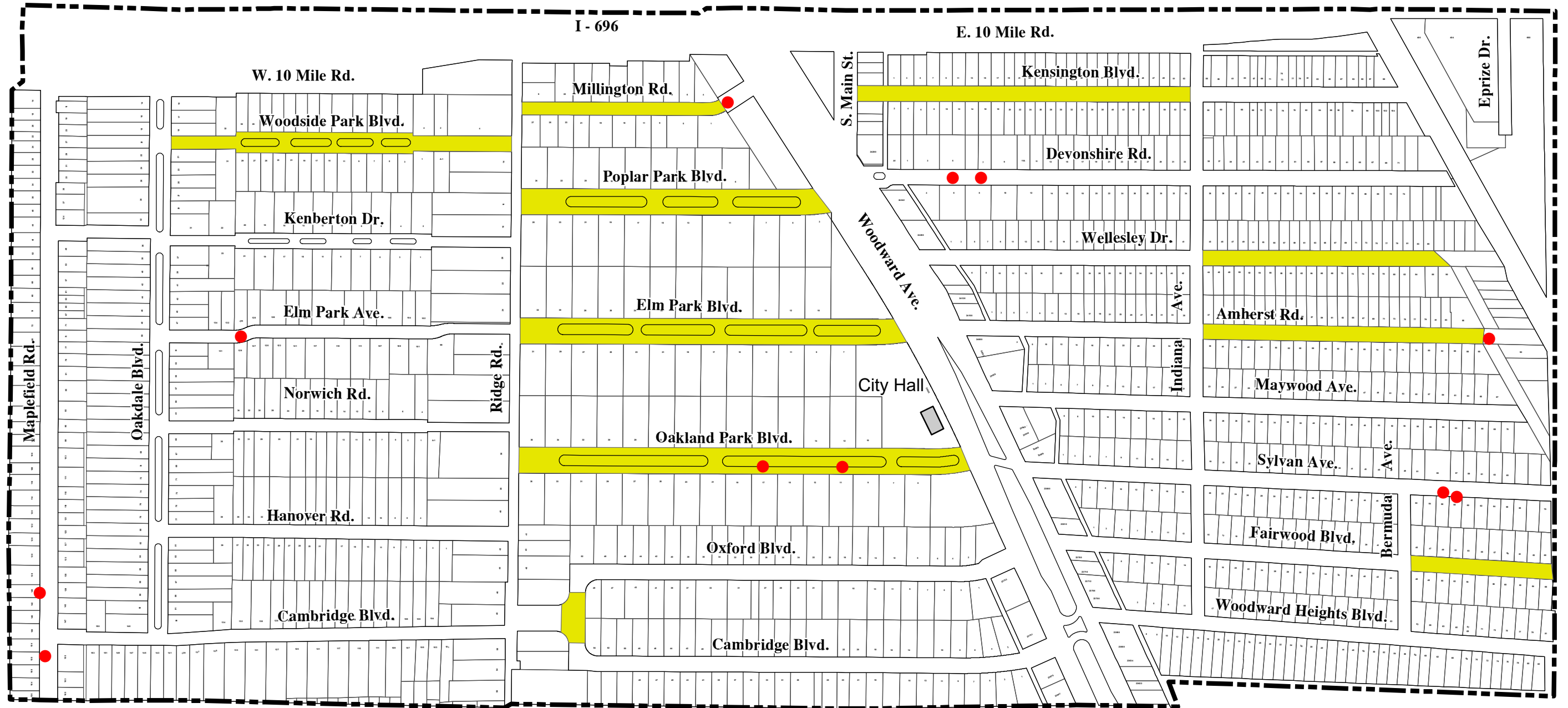


Huntington Woods


Royal Oak

Oak Park

Ferndale



Ferndale




ANDERSON, ECKSTEIN AND WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 Schoenherr Rd. Phone: 586.726.1234
Shady Township Michigan 48315 Fax: 586.726.6760
www.aewr.com

PLOT DATE: June 1, 2021	DRAWING DATE: June 1, 2021
PLOT SCALE: NTS	DRAWING SCALE: NTS
PLOT CONFIG: 11 X 17	PROJECT NO: 0175-0112
SCRIPT FILE: 2022 TEDF B Grant Map.mxd	FILE NAME:
ATTACH XREF:	DRAWN BY: AEF
	CHK'D BY: MDS




CITY of PLEASANT RIDGE

FY 2022 TEDF - B GRANT - LOCATION MAP



Concrete Replacment
Related to Sewer Repairs



Misc. Conc Repairs

Legend

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CAUTION

THIS MAP IS INTENDED FOR REFERENCE PURPOSES ONLY. ANDERSON, ECKSTEIN AND WESTRICK, INC. AND THE CITY OF PLEASANT RIDGE DO NOT GUARANTEE THE ACCURACY OF THIS INFORMATION AND DISCLAIMS ALL LIABILITY FROM ALL CLAIMS, SUITS, DEMANDS AND JUDGEMENTS ARISING FROM THE USE OF THIS INFORMATION.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: June 3, 2021
Re: Proposed Fiscal Year 2022 Budget

Overview

Attached is the proposed Fiscal Year 2022 budget which will take effect July 1 of this year, if approved.

Background

Last year's budget was developed during a time of disruption and uncertainty, as the world faced many known and unknown unknowns. We collectively altered our personal, family, and work lives to address the COVID-19 crisis. This spring was a time of continued disruption as Michigan experienced a third wave in the COVID pandemic, but also hope as vaccines continue to roll out. Currently, about 60% of Michigan adults have received at least one vaccine shot, about 47% are fully vaccinated, and COVID hospitalizations are at their lowest point since the pandemic started. All State COVID rules are expected to end on July 1 of this year.

Last year we did not know what the impacts of the COVID pandemic would be on local, State, or Federal finances. We budgeted for a worst-case scenario which fortunately did not come to pass. Federal stimulus seems to have blunted the worst of the financial impacts from the pandemic, and Pleasant Ridge real estate values enjoyed a particularly strong year over the past 12 months. Our worst-case scenario did not materialize, and this spring we are able to return to a normal set of expectations surrounding our budget process once again.

Revenue

Assessed property values rose at a brisk 6% this past year. Our total taxable value grew 4% due to home sales causing the taxable value on many properties to be uncapped. When a home sale occurs, the taxable value is uncapped and is reset to equal the assessed value of the property.

The State inflation rate multiplier for FY21 is 1.4%, so our local tax rate has been again adjusted downward to ensure that total property tax revenues only increase 1.4% compared to last year. The police pension millage continuing to phase in this year and adding an additional 0.25 mills to our local tax rate, partially offsetting the Headlee rollback to our local millage rates. The total City property tax rate will decrease from 21.4224 mills in 2020 to 21.3110 mills in 2021.

Accomplishments

With the budget uncertainty last spring, capital projects were either delayed or cancelled. We had intended on starting the lead service line and water infrastructure replacement program in current FY21, but we delayed implementation of that last spring. This past year we completed the following major projects:

- Construction of the new pavilions at the pool and Gainsboro Park.
- Continued street tree plantings – we have now planted over 475 new street trees over the past four years.
- Purchased new pool furniture with Foundation support.
- Purchased new workout equipment for the wellness center. Purchasing instead of leasing created a larger up-front expense in FY21 but will save the City money over time by eliminating annual lease payments and interest costs.
- We continue to address our unfunded pension liability. Starting in FY18-19 and continuing for the next 11 years we will be making additional contributions to eliminate that unfunded liability. We can do this because of the police pension millage that was approved by the voters in November 2017.

Our efforts in recent years have substantially overhauled our recreation facilities, improved City Hall, addressed infrastructure needs, and provided our police with the up-to-date equipment they need to do their jobs.

Challenges

We have made great progress in addressing challenges to the City in recent years, and the City is on the most stable footing in nearly two decades. This is largely due to the voters supporting operating and police pension millages over the past five years that provide funding to replace that which was lost after the recession that began in 2008 and the nearly \$300,000 annual reduction in revenue sharing support we receive from the State. We have also implemented measures to reduce operating and employee benefit costs which put us on a sustainable path into the future.

However, there will always be challenges facing the City:

- The largest challenge facing the City is our aging water infrastructure and State mandate to remove all lead from the water distribution system.

The water distribution system is functioning well with very few breaks or service issues. Our water testing continues to show that the quality of water in our system meets all State requirements for purity, including lead and copper levels.

However, the water distribution system is nearing 100 years old, and our water mains are reaching the limits of their design life.

The new State-imposed requirement that we replace all lead service lines in the water system over the next 20 years takes effect this year. The State is mandating that the City replace private water service leads as part of this work, so not only do we have to replace the public portion, but we must

also replace the service line from the water stop box all the way to the meter inside of each house.

Our \$25 million water infrastructure replacement project will replace nearly all water mains and all lead service lines in the City over the coming 25-30 years. Water rates are being raised 35% this year to pay for this infrastructure work, but the voters may be asked to consider a new millage to provide some or all of the funding for the water infrastructure project. If the millage is placed on the November ballot and is passed, water rates would be reduced accordingly.

- The City's pension system is currently 53% funded, with the police group, which accounts for about two-thirds of the overall pension system, being 48% funded. The pension system became underfunded over the course of multiple decades, and it will take us a decade or more to restore the pension system to a fully funded state.

The overall funding level has been stable at 53% for the past four years, so we have managed to arrest the decline in funding levels. The good news is that the passage of the police pension millage by the voters in November of 2017 will provide new funding over the next 15 years that will be dedicated solely to increasing the funding level of the police pension group. This additional funding, along with the changes we have made in benefits provided to recent and future hires, has placed us on a sustainable path towards eliminating our unfunded liability in the pension system over time.

Projections

We continue to present a three-year budget. The budget now shows FY22 budget numbers to be adopted, alongside projections for FY23 and FY24 (only the FY22 budget is adopted, the two following years are for planning purposes only). The presentation of three budget years helps the City to plan for future expenses, and to ensure that budgetary decisions for the coming year consider future events and expenditures to ensure that we are making sound budget decisions. Examples include setting aside money each year in the capital improvement fund to support the purchase of a police car every other year. In this way, we can plan to fund large, non-annual capital expenditures over multiple budget years rather than bearing the full cost in one budget year. The three-year projection is also used to set utility rates for the coming year, smoothing out large capital expenditures over three years to avoid large increases in utility rates in any given year.

Conclusion

I thank the Commission and our residents for the trust and support that you provide to City Staff, and I thank all our talented City employees for their dedicated efforts. We have a small group of City employees who wear many hats, and I am proud that they always go above and beyond to provide excellent service to our residents. Most of all, we acknowledge that the community-mindedness and support of our residents is the primary reason that Pleasant Ridge is such a great City.

Requested Action

City Commission approval of the FY22 budget.



City of Pleasant Ridge FY22 Annual Budget

PUBLIC HEARING DRAFT: June 3, 2021

Mayor

Kurt Metzger

City Commissioners

Chris Budnik

Ann Perry

Bret Scott

Amanda Wahl

City Manager

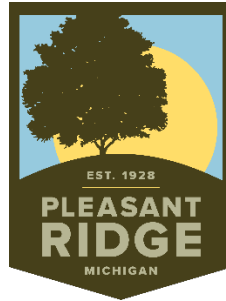
James Breuckman

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A. Introduction

1. City Manager's Letter



June 3, 2021

RE: Proposed Fiscal Year 2022 Operating Budget

Honorable Mayor Metzger and members of the Pleasant Ridge City Commission:

Please accept this letter as my transmittal of the City budget for the fiscal year 2022 for your review and consideration. A public hearing to solicit public comment on this document is scheduled for June 8, 2021 at 7:30pm.

Overview

Last year's budget was developed during a time of disruption and uncertainty, as the world faced many known and unknown unknowns. We collectively altered our personal, family, and work lives to address the COVID-19 crisis. This spring was a time of continued disruption as Michigan experienced a third wave in the COVID pandemic, but also hope as vaccines continue to roll out. Currently, about 60% of Michigan adults have received at least one vaccine shot, about 47% are fully vaccinated, and COVID hospitalizations are at their lowest point since the pandemic started. All State COVID rules are expected to end on July 1 of this year.

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Respectfully,



James Breuckman
City Manager

2. Public Hearing Notice – Proposed FY22 Budget

City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

NOTICE OF A PUBLIC HEARING ON THE PROPOSED FY 2022 CITY BUDGET AND 2021 MILLAGE RATES

NOTICE IS HEREBY GIVEN in accordance with Section 4.03 of the Pleasant Ridge City Charter that a public hearing will be held via Zoom Teleconference on Tuesday, June 8, 2021, at 7:30 p.m. Zoom meeting information is:

www.zoom.us

Meeting ID: 899 0049 8733

Passcode: 259087

THE PROPOSED 2021-2022 COMBINED CITY BUDGET AND MILLAGE RATES.

The current FY21 (July 1, 2020 through June 30, 2021) and the proposed FY22 (July 1, 2021 through June 30, 2022) millage rates are as follows:

	20-21	21-22
General Operating - Charter	10.0604	9.8903
General Operating (2015)	2.5795	2.5359
General Operating – Police Pension	1.0500	1.3032
Infrastructure Improvement (2015)	2.6415	2.5968
Community Promotion	0.2994	0.2850
Parks Improvement (2015)	0.6670	0.6557
Rubbish	1.5084	1.4829
Pool Operations	1.1199	1.1009
Library	0.3564	0.3503
Debt	1.1700	1.1100
Total Millage:	21.4525	21.3110

The City may not adopt its proposed FY 2022 budget until after the public hearing. A copy of the proposed FY 2022 budget and the proposed 2021 property tax millage rates are available for public inspection during normal business hours in the office of the City Clerk, at 23925 Woodward Avenue, Pleasant Ridge, Michigan. Public comments, oral or written, are welcome at the hearing on the proposed budget for Fiscal Year 2022 and the proposed property tax millage rate. All interested citizens are encouraged to attend and to submit comments.

Amy M. Allison
City Clerk

Published: The Daily Tribune
June 2, 2021
AFFIDAVIT REQUESTED

3. Budget Resolution

**City of Pleasant Ridge
Budget Resolution
General Appropriations Act
Fiscal Year 2022**

WHEREAS, the City Manager has prepared and submitted to the City Commission the proposed budget for fiscal year 2022; and

WHEREAS, the City Commission has advertised the tentative millage rates in the Daily Tribune on May __, 2021, and held the public hearing on the budget and the tentative millage rates pursuant to Section 16 of the Uniform Budgeting and Accounting Act (Truth in Budgeting) on Tuesday, June 8, 2021; and

WHEREAS, the City Commission has reviewed the proposed property tax rates and budget.

NOW, THEREFORE LET IT BE RESOLVED, that the budget for the fiscal year commencing July 1, 2021 and ending June 30, 2022 be adopted; and

BE IT FURTHER RESOLVED, that the revenue and transfers-in, and expenditures and transfers-out for the fiscal year 2022 are estimated as follows and hereby appropriated by the City Commission to meet the liabilities of the City of Pleasant Ridge in the ensuing fiscal year as follows:

REVENUES

101	GENERAL FUND	
	Taxes and special assessments	\$2,461,589
	Licenses and Permits	\$100,300
	Federal and State Grants	\$24,000
	State Shared Revenue	\$256,000
	Charges for Services	\$212,955
	Fines and Forfeits	\$60,000
	Interest and Rents	\$12,500
	Other revenue	\$81,250
	Transfers-In	\$0
	Total General Fund Revenue:	\$3,208,595
202	MAJOR STREETS	\$185,050
203	LOCAL STREETS	\$115,540
218	INFRASTRUCTURE IMPROVEMENTS	\$447,000
226	SOLID WASTE	\$418,599
251	POOL/FITNESS FACILITY	\$229,556
258	SCAF PARKS SPECIAL REVENUE FUND	\$50,000
259	SCAF REMAINDER FUND	\$112,601
260	DOWNTOWN DEVELOPMENT AUTHORITY	\$108,323
266	DRUG FORFEITURE FUND	\$0
271	LIBRARY SERVICES	\$59,375
297	HISTORICAL FUND	\$5,610
301	DEBT SERVICE - VOTED	\$192,644
401	CAPITAL IMPROVEMENTS	\$100,000
592	WATER and SEWER	\$2,140,552

EXPENDITURES

101	GENERAL FUND	
	Mayor and Commission	\$27,550
	City Manager	\$188,780
	Elections	\$10,760
	City Attorney	\$26,500
	City Clerk	\$119,865
	Information Technology	\$75,250
	General Government	\$146,150
	Cable TV	\$3,410
	City Treasurer	\$117,550
	Assessment	\$22,670
	Police Services	\$1,266,703
	Fire/Rescue	\$256,581
	Building Department	\$79,194
	Planning Commission	\$0
	Public Works	\$291,261
	Street Lighting	\$44,000
	Recreation	\$394,937
	Retirement Services	\$5,000
	Transfers Out	\$100,000
	Total General Fund Expenditures:	\$3,176,160
	Increase in General Fund Fund Balance:	\$32,434
202	MAJOR STREETS	\$195,500
203	LOCAL STREETS	\$116,700
218	INFRASTRUCTURE IMPROVEMENTS	\$744,500
226	SOLID WASTE	\$424,014
251	POOL/FITNESS FACILITY	\$208,017
258	SCAF PARKS SPECIAL REVENUE FUND	\$0
259	SCAF REMAINDER FUND	\$200
260	DOWNTOWN DEVELOPMENT AUTHORITY	\$241,250
266	DRUG FORFEITURE FUND	\$0
271	LIBRARY SERVICES	\$58,288
297	HISTORICAL FUND	\$6,280
301	DEBT SERVICE - VOTED	\$203,837
401	CAPITAL IMPROVEMENTS	\$75,100
592	WATER and SEWER	\$1,429,543

BE IT FURTHER RESOLVED, the following property tax rates be authorized and that the City Treasurer is ordered to levy such funds and rates and collect and deposit the various specific uses and funds as required by ordinance and resolution:

General Operating - Charter	9.8903
General Operating (2015)	2.5359
General Operating – Police Pension	1.3032
Infrastructure Improvement (2015)	2.5968
Community Promotion	0.2850
Parks Improvement (2015)	0.6557
Rubbish	1.4829
Pool Operations	1.1009
Library	0.3503
Debt	1.1100
Total Millage:	21.3110

BE IT FURTHER RESOLVED, that the City Commission recognizes that the City of Pleasant Ridge Downtown Development Authority will capture taxes levied from all millages,

BE IT FURTHER RESOLVED, that the City Treasurer shall levy a 1% Tax Administration Fee on all property taxes collected by the City of Pleasant Ridge from all taxing jurisdictions, as permitted by State Law.

AND, BE IT FINALLY RESOLVED, that the legal budgetary level be at the departmental level in the General Fund and at the fund level for all other funds as indicated above.

I, Amy M. Allison, duly certified clerk of the City of Pleasant Ridge, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Commission of the City of Pleasant Ridge, County of Oakland, Michigan at the Regular City Commission Meeting held Tuesday, June 8, 2021.



Amy M. Allison, City Clerk

B. Budget Summary

1. Key Budget Information

All Funds Budget Summary

The following table presents key information and a summary of revenues and expenditures for all funds for the preceding five years, the proposed FY22 budget year, and the projected budget for the next two years. Note that the budget projections for FY23 and 24 are for planning purposes only and are not adopted budgets.

	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budget 2020-21	Budget 2021-22	Projected Budget 2022-23	Projected Budget 2023-24
Assessed Valuation							
Real	199,597,430	203,876,640	210,406,390	217,633,410	230,661,630	235,274,863	242,333,108
Personal	1,976,670	2,052,320	2,157,500	3,004,390	3,056,030	3,117,151	3,210,665
Total	201,572,100	205,928,960	212,563,890	220,637,800	233,717,660	238,392,013	245,543,774
Taxable Valuation							
Real	143,747,780	150,913,980	158,053,770	163,959,250	170,496,900	173,906,838	176,515,441
Personal	1,974,670	2,052,320	2,157,500	3,004,390	3,056,030	3,117,151	3,163,908
Total	145,722,450	152,966,300	160,211,270	166,963,640	173,552,930	177,023,989	179,679,348
Millage Rate							
General Operating - Charter	10.6232	10.3714	10.2085	10.0604	9.8903	9.7321	9.5763
General Operating - 2015	2.7239	2.6593	2.6175	2.5795	2.5359	2.4953	2.4554
General Operating - Police Pension		0.35	0.7000	1.0500	1.3032	1.2823	1.2618
Community Promotion	0.3375	0.3200	0.3100	0.2994	0.2850	0.2804	0.2760
Infrastructure - 2015	2.7894	2.7232	2.6804	2.6415	2.5968	2.5553	2.5144
Parks Improvement - 2015	0.7044	0.6877	0.6769	0.6670	0.6557	0.6452	0.6349
Rubbish	1.5929	1.5551	1.5306	1.5084	1.4829	1.4592	1.4358
Pool Operations	1.1827	1.1546	1.1364	1.1199	1.1009	1.0833	1.0660
Library - 2015	0.3687	0.3675	0.3617	0.3564	0.3503	0.3447	0.3392
Pool Debt	1.2450	1.2500	1.1900	1.1700	1.1100	1.0922	1.0748
Total	21.5677	21.4388	21.4120	21.4525	21.3110	20.9700	20.6345
Total Revenues							
101 General Fund	2,935,429	3,166,466	3,140,795	3,047,738	3,208,595	3,270,734	3,305,860
202 Major Streets	169,066	179,847	189,216	185,050	185,050	204,050	211,050
203 Local Streets	127,857	143,700	118,569	115,540	115,540	122,040	124,540
218 Infrastructure Improvements	496,853	442,791	445,628	439,208	447,000	528,160	534,406
226 Solid Waste	390,173	397,018	399,613	408,567	418,599	424,413	430,308
251 Pool/Fitness Facility	232,940	219,268	189,548	226,236	229,556	233,286	235,950
258 SCAF Parks Special Revenue Fund	156,270	134,022	118,972	50,000	50,000	52,500	55,000
259 SCAF Remainder Fund	126,196	106,349	119,364	106,973	112,601	114,157	115,734
260 Downtown Development Authority	95,449	96,578	102,854	114,745	108,323	109,800	111,333
266 Drug Forfeiture Fund	0	0	0	0	0	0	0
271 Library Services	54,455	55,481	57,058	58,200	59,375	60,206	61,048
297 Historical Fund	9,155	3,172	13,171	610	5,610	6,110	6,110
301 Debt Service - Voted	182,614	192,813	192,071	195,347	192,644	195,341	198,076
401 Capital Improvements	336,005	222,940	197,530	180,000	100,000	100,000	100,000
592 Water and Sewer	1,353,044	1,313,312	1,411,878	1,488,858	2,140,552	2,182,923	2,226,141
Total	6,665,506	6,673,757	6,696,267	6,617,072	7,373,445	7,603,719	7,715,556

B. Budget Summary
1. Key Budget Information

	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budget 2020-21	Budget 2021-22	Projected Budget 2022-23	Projected Budget 2023-24
Total Expenditures							
101 General Fund	2,821,199	2,954,829	2,888,175	2,992,341	3,176,160	3,219,264	3,260,459
202 Major Streets	139,886	140,639	183,049	195,500	195,500	195,500	195,500
203 Local Streets	91,437	104,758	128,519	119,200	116,700	116,700	116,700
218 Infrastructure Improvements	751,830	1,044,890	904,331	388,450	744,500	444,325	448,925
226 Solid Waste	393,045	375,893	400,421	412,928	424,014	428,663	433,381
251 Pool/Fitness Facility	216,438	237,151	147,417	204,289	208,017	208,248	208,483
258 SCAF Parks Special Revenue Fund	100,000	0	100,000	100,000	0	0	0
259 SCAF Remainder Fund	75,707	23,700	207	100	200	200	200
260 Downtown Development Authority	86,022	28,860	56,779	121,230	241,250	91,250	91,250
266 Drug Forfeiture Fund	0	0	0	0	0	0	0
271 Library Services	54,557	55,582	56,726	57,536	58,288	59,102	59,927
297 Historical Fund	18,759	3,445	6,150	1,780	6,280	6,780	6,780
301 Debt Service - Voted	173,275	194,275	188,213	184,149	203,837	197,462	191,087
401 Capital Improvements	164,361	223,820	260,473	231,100	75,100	20,100	75,100
592 Water and Sewer	1,243,355	1,158,377	1,140,484	1,752,611	1,429,543	3,000,896	1,371,660
Total	6,329,871	6,546,219	6,460,944	6,761,214	6,879,390	7,988,491	6,459,452
End of Year Fund Balance							
101 General Fund	768,833	980,448	1,233,021	1,288,418	1,320,852	1,372,322	1,417,722
202 Major Street Fund	73,847	113,055	119,222	108,772	98,322	106,872	122,422
203 Local Street Fund	65,666	104,608	94,658	90,998	89,838	95,178	103,018
218 Infrastructure Improvements	1,776,771	1,174,672	715,969	766,727	469,227	553,062	638,543
226 Solid Waste Fund	16,686	37,811	37,003	32,642	27,227	22,977	19,905
251 Pool/Fitness Facility Fund	21,340	3,458	45,589	67,536	89,075	114,113	141,580
258 SCAF Parks Special Revenue Fund	2,249,015	2,383,037	2,402,008	2,352,008	2,402,008	2,454,508	2,509,508
259 SCAF Remainder Fund	526,132	608,781	727,938	834,811	947,212	1,061,169	1,176,703
260 Downtown Development Authority	74,572	142,290	188,367	181,882	48,955	67,505	87,589
266 Drug Forfeiture Fund	429	429	429	429	429	429	429
271 Library Fund	10,677	10,576	10,908	11,572	12,658	13,762	14,883
297 Historical Fund	7,345	7,072	14,093	12,923	12,253	11,583	10,913
301 Debt Service Fund	14,877	13,415	17,274	28,472	17,279	15,158	22,146
401 Capital Improvements	282,812	281,932	218,989	167,889	192,789	272,689	297,589
592 Water and Sewer	847,082	1,000,625	1,272,019	1,008,266	1,719,275	901,302	1,755,784
Total	6,736,084	6,862,209	7,097,487	6,953,345	7,447,400	7,062,628	8,318,733

Grant Summary

Following is a summary of grants awarded to the City of Pleasant Ridge from 2015 to-date.

Year	Grant	Amount
2015	Tree Planting (DTE Energy Foundation/MDNR)	\$4,000
2015	Woodward Corridor Neighborhood Bicycle Network (MDOT Transportation Alternatives Program)	\$2,200
2015	Woodward Streetscape Tree Plantings (MDOT)	\$2,580
2016	Community Energy Management (Michigan Energy Office)	\$5,825
2016	Gainsboro Park Project (CN EcoConnexions From the Ground Up/America In Bloom)	\$25,000
2017	Oakland County Local Road Improvement Program	\$5,627
2017	Filmer Trust Community Center Park Grant	\$10,000
2018	Tree Planting (DTE Energy Foundation/MDNR)	\$3,000
2018	Oakland County Local Road Improvement Program	\$8,865
2018	Filmer Trust Community Center Big Room Grant	\$10,000
2019	SEMCOG Multi-Community Planning Grant – Woodward Bike & Pedestrian Audit (joint grant with Ferndale)	\$50,000
2019	EGLE (Michigan Department of Environment, Great Lakes, and Energy) 319 Nonpoint Source Pollution Control Grant – Woodward Avenue Streetscape	\$608,498
2020	MDOT (Michigan Department of Transportation) Transportation Alternatives Program – Woodward Cycle Track	\$402,332
2020	Oakland County Local Road Improvement Program	\$9,755
2020	MDOT Tree Planting	\$5,000

2. Summary Graphs and Tables

General Fund Revenue Trends. The following Figure 1 shows general fund revenue trends for the 1985-2021 period. All dollar values are adjusted into 2021 equivalent dollars to provide a consistent point of comparison. The figure shows that revenues generated by property taxes remained consistent at about \$1,600,000 per year until 2010, when they dropped to about \$1,500,000 per year. The voter-approved millages enacted since 2014 have increased total City property tax revenue to about \$2.4 million per year.

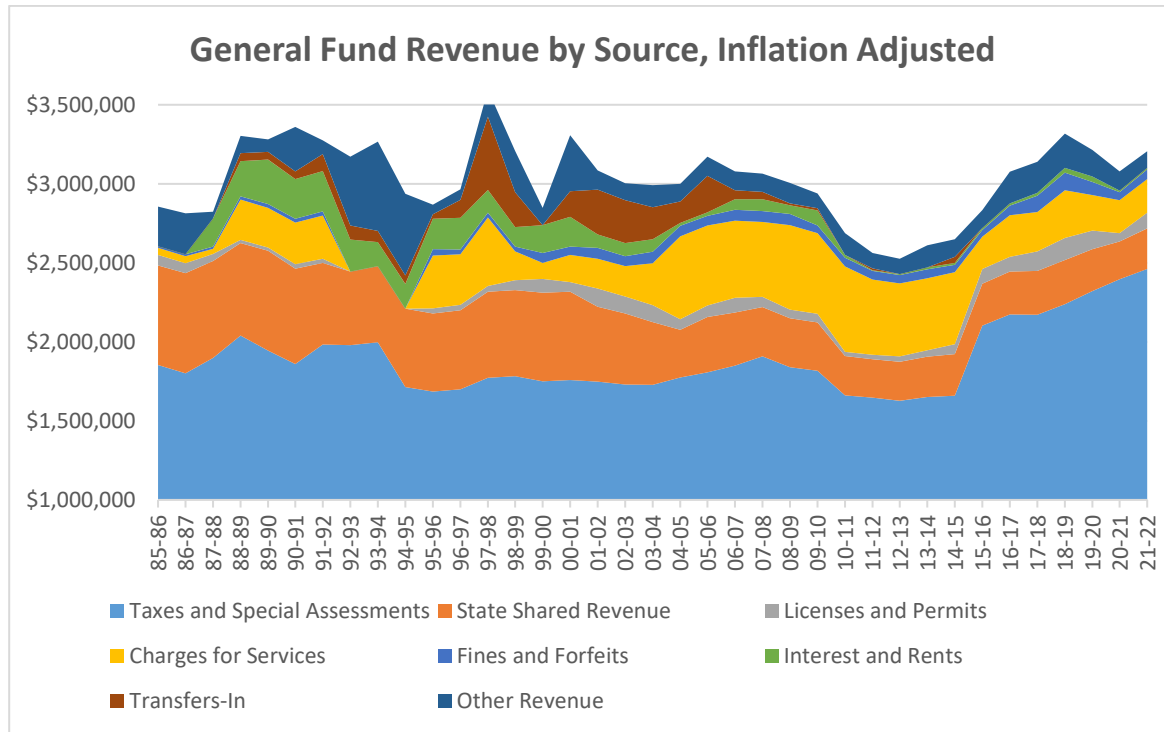
The figure also shows that state revenue sharing as a source of general fund revenue has dropped precipitously over the years. In 1985 it provided the equivalent of about \$630,000 in today's dollars, while it is projected to provide less than half of that - \$252,000 - in FY22. Thus, other sources of revenue have had to be found over the years and service cutbacks have been made to compensate for revenue sharing reductions.

Total inflation-adjusted general fund revenue was consistent at about \$3 million per year between 1988 and 2010. From budget year 2010-11 until 2014-15, general fund revenue dropped to about \$2.5 million per year. With the voter-approved passage of the general operating millage in November 2014, general fund revenue was restored to close to its long-term average at about \$3.1 million starting with budget year 2015-16.

While the City continues to operate and provide the level of service that has come to be expected by our residents, the reality is that we have had to tax ourselves at a higher rate to do so. Whatever tax reductions have been implemented at the State level have been offset by our need to increase local property tax rates.

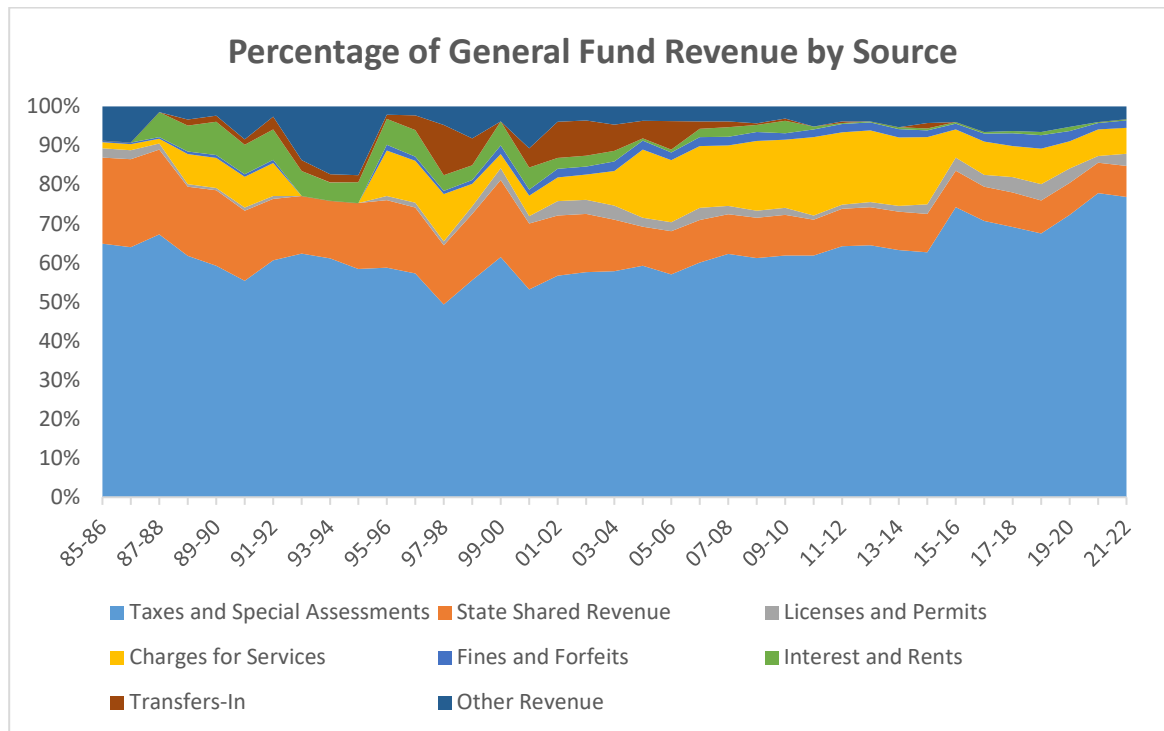
Figure 2 presents the same data as Figure 1, except that each revenue source is presented as a percentage of the whole. This figure demonstrates that as other funding sources have decreased the general fund has become more reliant on locally generated property tax revenue. Today, property taxes provide nearly 75% of general fund revenue, compared to an average of 59% of revenue over the 1985-2014 period.

Figure 1. General Fund Revenues by Source, Adjusted for inflation in 2019 equivalent dollars, 1985-Present



Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

Figure 2. Percentage of General Fund Revenue by Source, 1985-Present



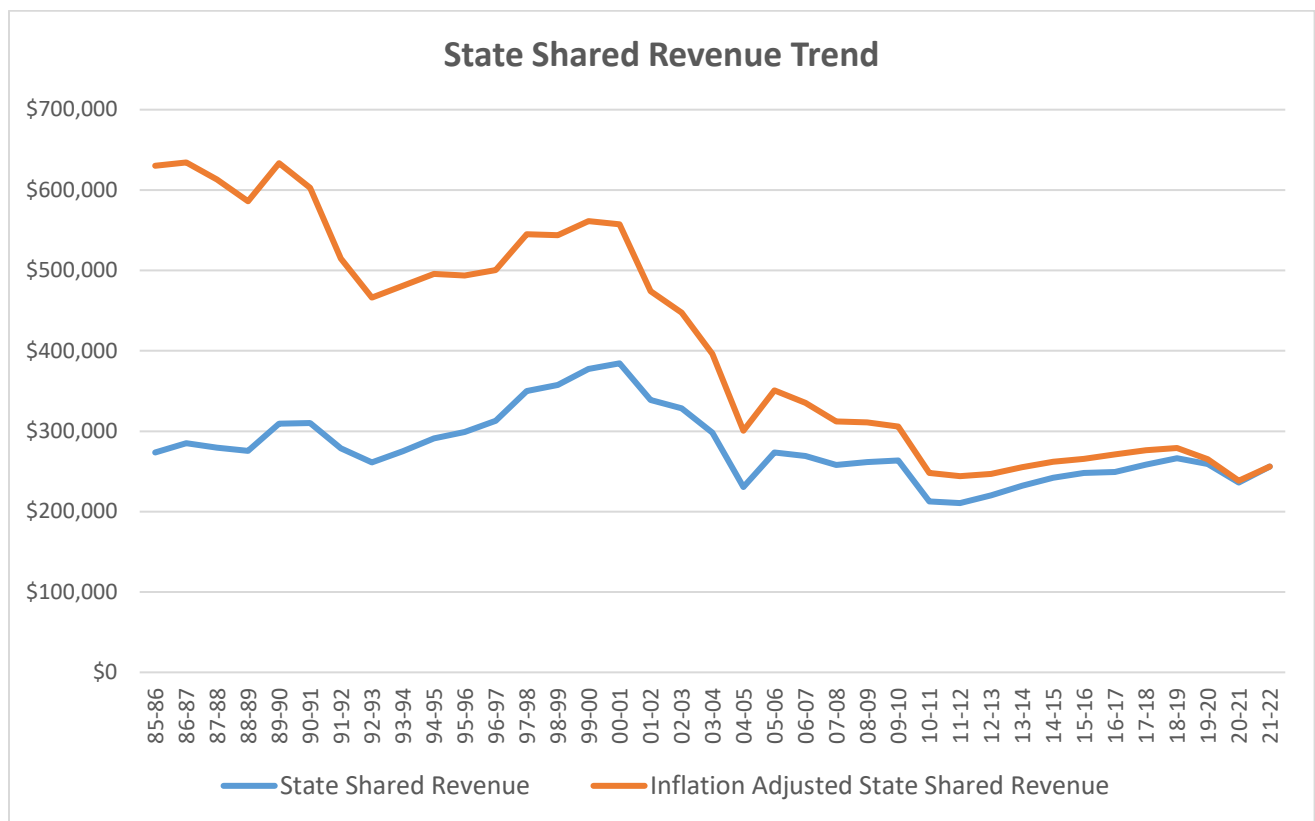
Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

State Shared Revenue Trend. One of the main drivers impacting Pleasant Ridge's general fund budget over the past 15 years has been the decline in state shared revenues. Figure 3 shows that, on an inflation adjusted basis, State revenue sharing has declined from the equivalent of nearly \$630,000 per year in the late 1980s to about \$250,000 today. Shared revenues represented 23% of the City's general fund revenues in 1985, while today they represent just 8.4%.

Even on a non-inflation adjusted basis, the City received over \$300,000 from the state in the early 1990s, while this budget year we expect to receive about \$252,000.

Much of the financial stress under which local units of government operate today is explainable by this figure. It is an unfortunate fact that local municipalities have had to tax themselves at higher rates to make up for losses in shared revenues coming from the State. Had the State fulfilled its constitutional and statutory obligation to continue to fund local governments, Pleasant Ridge would be able to reduce local property taxes by 2.5 mills a year; to invest in pressing issues such as our underfunded pension, public infrastructure; or some combination thereof.

Figure 3. Pleasant Ridge Total Taxable Property Value, 1985-Present



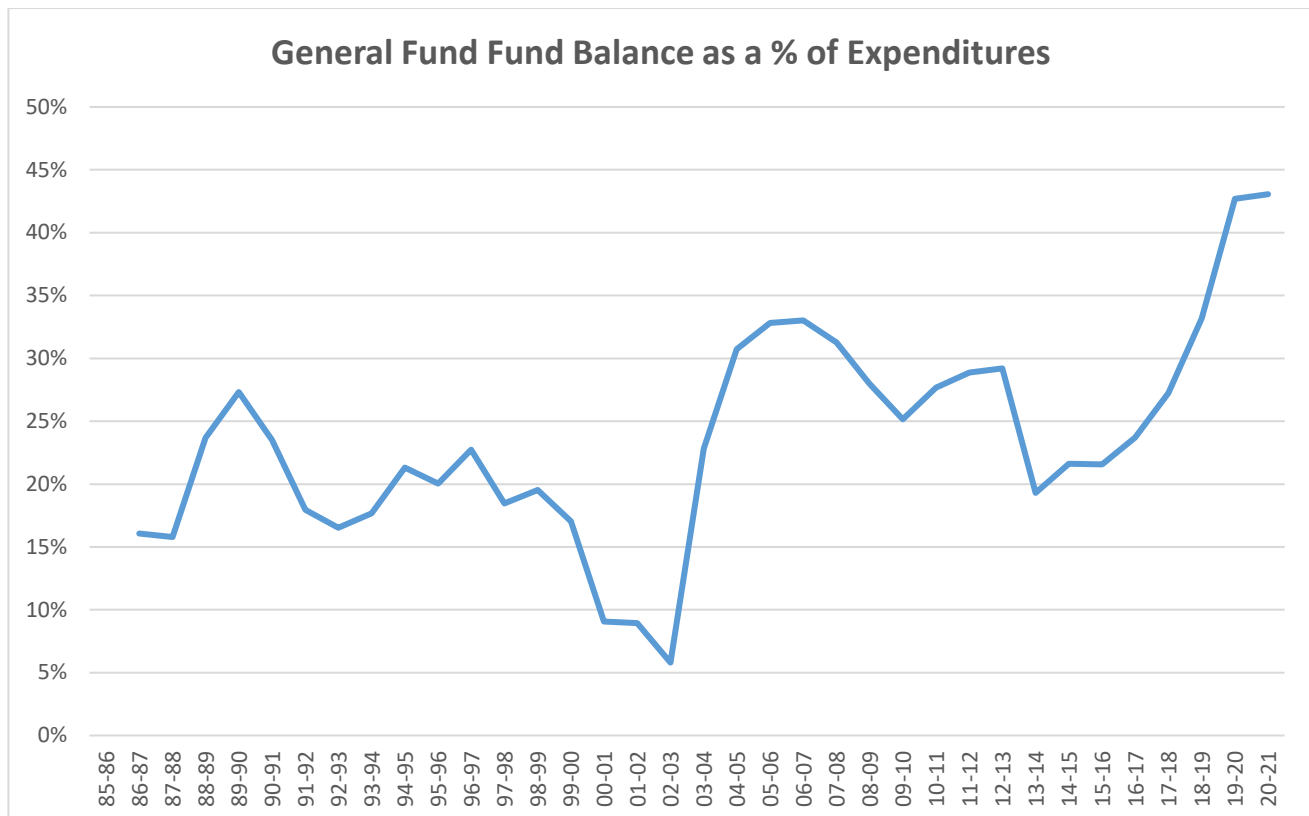
Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

General Fund Fund Balance Trends. The Government Finance Officers Association (GFOA) recommends that local governments maintain a minimum of two-months' worth of expenses, or 16.66%, in unrestricted fund balance. It is further recommended that a small unit of government like Pleasant Ridge maintain a higher fund balance due to the small size of our budget and the ability for relatively small, unexpected expenses to dramatically impact our fund balance. Accordingly, it is the stated policy goal of the City to maintain a general fund balance equal to 75% of general fund expenditures.

Figure 4 shows the long-term trend for Pleasant Ridge's fund balance as a percentage of general fund expenditures. The figure shows that the City has generally maintained a fund balance percentage of about 20%, until the mid-00s when the sale of the 24000 Woodward property increased fund balance to about 30%. The recession and drop in revenues required fund balance draws to maintain services, which drew fund balance down to about 20%. Since FY13-14, due to focused efforts to grow fund balance it has been steadily increasing and is projected to be nearly 45% at the end of FY22.

The proposed FY22 budget proposes a modest increase in fund balance. Outside pressures such as increasing annual required pension contributions continue to pressure our bottom line, although the police pension millage approved by the voters in November 2017 has offset increasing costs related to our underfunded pension plan and will allow the City to eliminate the unfunded liability over time.

Figure 4. General Fund Fund Balance as a Percentage of Expenditures, 1985-Present

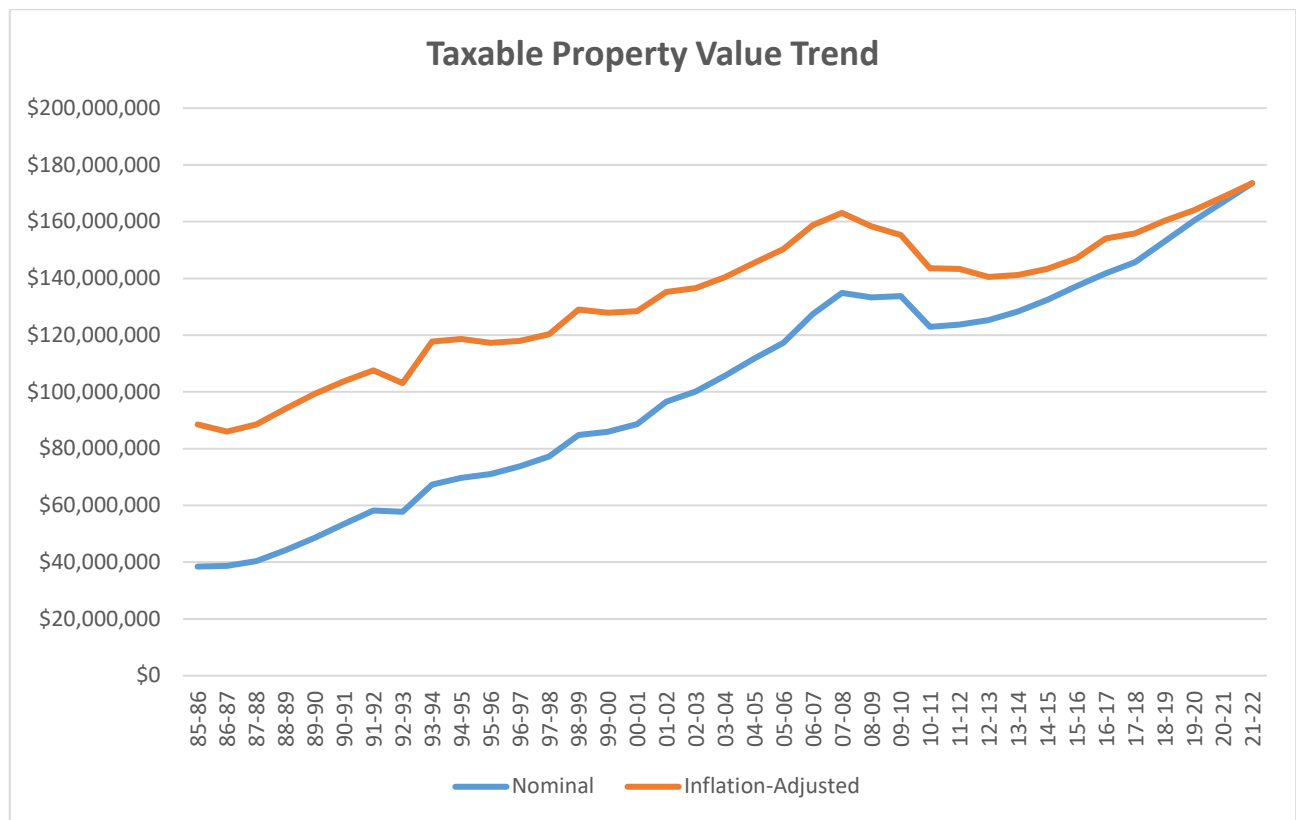


Property Value Trends. The following Figure 5 shows total (real + personal) taxable property value trends in the City of Pleasant Ridge. The inflation adjusted taxable property value has increased at a rate of about 1.8% per year. This small increase over the inflation rate is the result of certain development activities that are exempt from Headlee rollback, most notably new construction.

The figure also shows the impact of the recent recession on taxable property values. In nominal terms, it took until 2015 for the City's tax base to again equal the peak pre-recession value from 2007 in nominal terms.

However, on an inflation-adjusted basis it took the City until 2019 to return to 2007 taxable value levels. This chart highlights the issues with Headlee and Prop A, which allow for unlimited declines in taxable property values during recessions and downturns but limit the restoration of taxable property values to the rate of inflation.

Figure 5. Pleasant Ridge Total Taxable Property Value, 1985-Present

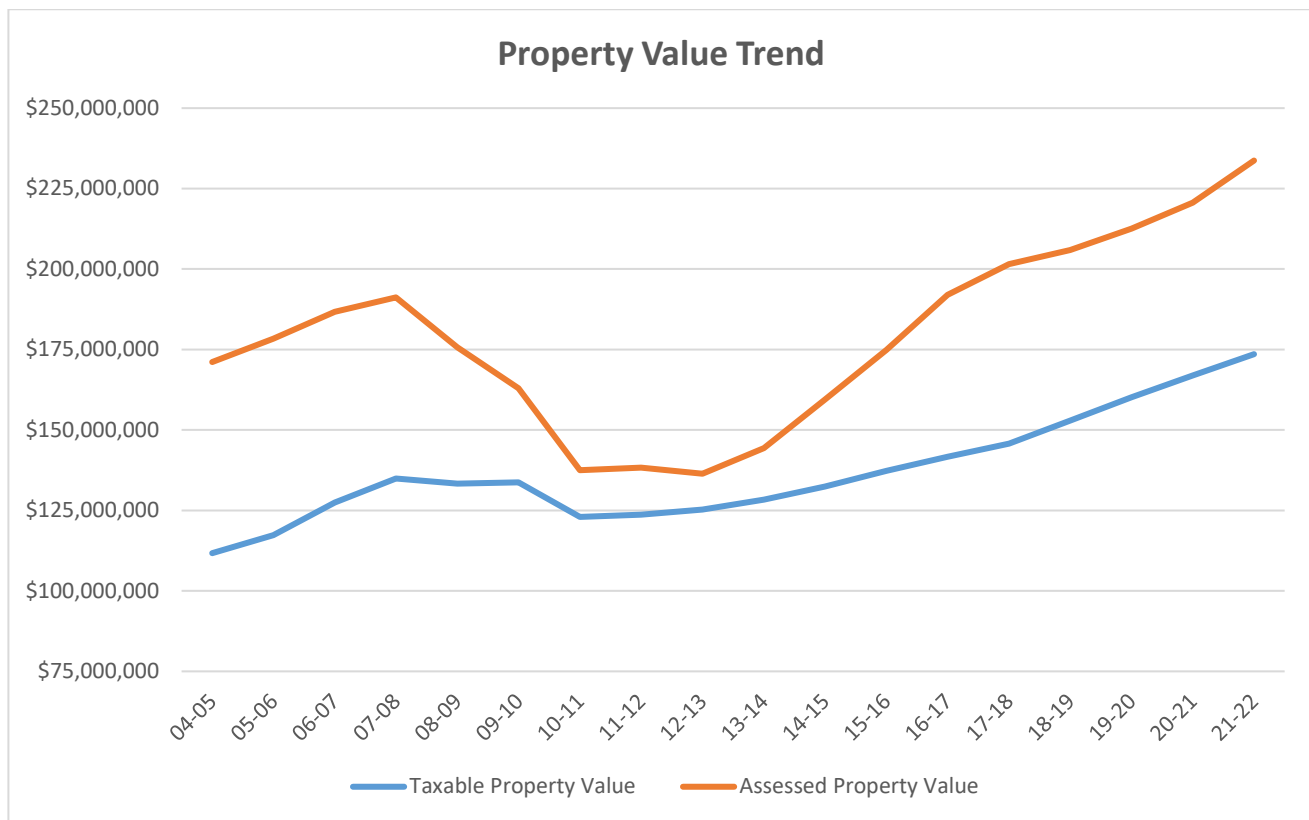


The following Figure 6 shows how Pleasant Ridge’s total assessed and taxable property values have changed over time since 2004. Assessed value is the true market value of all property in the City as determined by Oakland County Equalization (the City’s assessor). Taxable value is the value of property against which property taxes are levied.

The taxable value of a property may not increase more than 5% or the rate of inflation in any given year, whichever is lower. Over time, assessed property values tend to rise faster than taxable property values. The cap on taxable property value is removed when a property is sold, and the taxable value for that property becomes equal to the assessed value in the year following the sale.

When properties become uncapped, they usually cause the City’s total taxable property value to increase at a rate higher than inflation. To compensate for this, the Headlee Amendment then adjusts the City’s millage rate down to ensure that the total tax revenue collected by the City does not increase at a rate higher than inflation.

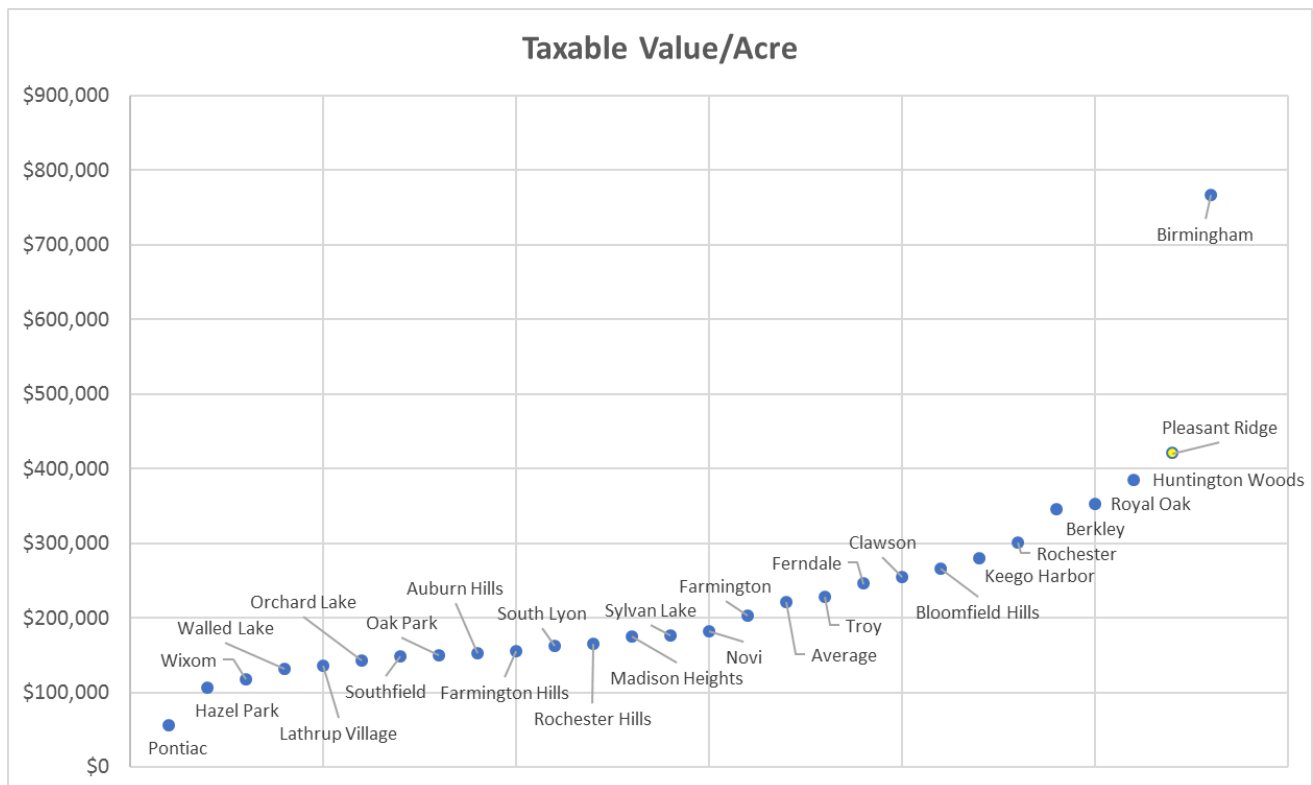
Figure 6. Taxable and Assessed Property Value, 2004-Present



Taxable Value per Acre. Property tax revenue is generated by multiplying the value of land by a property tax millage rate. While we tend to think about taxable value in terms of an entire City, or for individual parcels, a way of comparing how productively land is used in different communities is by looking at taxable value per acre of land. A community with a higher taxable value per acre has a stronger base from which to sustain itself. A standard residential street costs about the same to maintain regardless of where it is, but a community that has a higher value per acre has greater intrinsic resources to be able to pay for maintenance of that infrastructure.

The following Figure 7 shows that Pleasant Ridge has the second highest taxable value per acre in the County. This attests that 1) Pleasant Ridge is a desirable place to live, and 2) that our development pattern is inherently more sustainable than many newer communities. Older communities, particularly ones that have downtowns, have higher value per acre across the county than newer automobile-oriented communities. In the long run, more compact, walkable places generate more value per acre of land and have a stronger base from which to sustain themselves and their infrastructure into the future.

Figure 7. Taxable Value per Acre, Oakland County Cities, 2019



3. City Commission Goals and Objectives

Following are the City Commission's 2020-2021 goals and objectives. These goals and objectives form the basis for evaluating and prioritizing budgeting decisions.

Note that the order in which these goals are presented is not intended to convey importance.

a. **Goal: Maintain a Safe and Secure Community**

Objectives:

- (1) During the COVID pandemic maintain clean, safe, and sanitary conditions at all City facilities and adjust City services and events to protect the health of residents and City Staff.
- (2) Preserve effective levels of police staffing and equipment to ensure high quality public safety service delivery.
- (3) Maintain or improve existing fire/EMS service delivery.
- (4) Review any strategies possible to improve police and dispatch service.
- (5) Implement traffic calming measures where necessary to ensure appropriate vehicle travel speeds.
- (6) Preserve and enhance Neighborhood Watch program.

b. **Goal: Ensure Good Stewardship of Municipal Infrastructure**

Objectives:

- (1) Implement the lead service line and water main replacement program according to the EGLE approved 30-year asset management plan.
- (2) Implement a continuing maintenance program for previously reconstructed streets and alleys to extend their useful life.
- (3) Implement continuing maintenance and monitoring program for previously rehabilitated combined sewers to extend their useful life.
- (4) Improve bike and pedestrian infrastructure (sidewalks) throughout the City.
- (5) Complete capital projects identified in the Capital Improvements Plan.
- (6) Work with local transit authorities to improve public transportation options for residents and visitors.

c. **Goal: Maintain Financial Sustainability**

Objectives:

- (1) Maintain a competitive property tax rate position relative to other cities in the region.
- (2) Achieve and maintain an unrestricted fund balance of at least 75%.
- (3) Maintain a capital outlay reserve of 75% to 100% of expenditures in the Water and Sewer Enterprise Fund.
- (4) Continue to explore other revenue sources. Aggressively identify and pursue grant opportunities.
- (5) Continue extra contributions to the defined benefit pension to reduce the City's unfunded liability.

d. **Goal: Maintain Excellent Parks and Recreation Program**

Objectives:

- (1) Continue necessary maintenance tasks at the community center, pool, and parks.
- (2) Achieve excellence in the offering and delivery of recreation services to residents of all ages.
- (3) Encourage active, healthy lifestyles for City residents.
- (4) Continue incremental facility upgrades at the wellness and community center.

e. **Goal: Preserve and Enhance Community & Neighborhood Character**

Objectives:

- (1) Deliver consistent code enforcement efforts to effectively preserve the character of the City's neighborhoods.
- (2) Protect the City's established historic character from destruction or erosion by inappropriate additions or modifications to existing buildings, or inappropriate construction of new buildings.
- (3) Work to influence future changes and enhancements to Woodward Avenue to reflect Pleasant Ridge's preferred plan.
- (4) Ensure that planning, development, and infrastructure projects enhance Pleasant Ridge as a walkable, bikeable community.
- (5) Continue to foster a welcoming community to all people.
- (6) Ensure the transition of the Roosevelt school building from Lower Elementary to C.A.S.A. does not negatively impact the neighborhood.

f. **Goal: Foster Community Trust & Participation**

Objectives:

- (1) Use a variety of outlets, including the City's website, traditional media, social media, town hall meetings, and the Ridger to inform and engage residents.
- (2) When more than one feasible choice exists for issues of major consequence, consult or collaborate with residents prior to making decisions.
- (3) Encourage, support, and recognize volunteers and community members who do good work in the community.
- (4) Conduct a community survey every five years to measure City performance in delivering services and public sentiment on important issues facing the community.
- (5) Support resident-driven and managed initiatives.

g. **Goal: Strive for Excellence in Governance**

Objectives:

- (1) Develop and maintain a first-rate workforce by supporting continued training and professional development for City employees.
- (2) Continue to pursue excellence in customer service by exploring alternative methods for improving delivery of services.
- (3) Facilitate increased use of technology during City meetings.
- (4) Continue to look for new ways to partner with nearby communities or private partners to improve the delivery of City services.
- (5) Continually evaluate and adjust the City's goals and objectives, Master Plan, Recreation Master Plan, and Capital Improvements Plan to ensure that policy decisions are being made that further the long-term interest of the City.

h. **Goal: Protect the Environment**

Objectives:

- (1) Reduce the City's carbon footprint through energy conservation, efficiency, and renewable generation measures.
- (2) Invest in maintaining the City's tree canopy by maintaining existing trees and planting new trees to fill gaps.
- (3) Explore ways to incorporate green infrastructure to infiltrate stormwater in place and reduce the amount of runoff that enters the City's sewer system.

4. Budget Policies and Procedures

a. Role of the Budget

The budget provides the annual financial plan for the management of the City's affairs. The document compiles the financial data needed to support Pleasant Ridge's comprehensive decision making/policy development process. This Budget is based on the City Commission's Goals and Objectives, the Capital Improvements Plan, the City's financial policies, and City Manager and departmental review of operations.

b. Budget Strategy

The current financial plan is based upon Commission direction and current revenue constraints. These factors govern the stewardship of public funds and reflect the following principles:

- (1) Basic services will be maintained at least at current levels and will be funded adequately.
- (2) Program costs will reflect the true picture of the cost of operations. Depreciation will not be included in program costs (except in the enterprise fund), and some City-wide expenses will be separated from program expenditures for ease of administration.
- (3) Program services will be provided in the most efficient method while meeting the needs of the public.
- (4) Necessary infrastructure improvements will be completed to meet needs.
- (5) Revenue will be estimated at realistic levels.
- (6) Reserves will be programmed at appropriate levels to protect the City from future uncertainties. It is the City's goal to maintain unappropriated general fund reserves of at least 25% of general fund expenditures.
- (7) The budget will comply with provisions of the State Constitution, City Charter, Municipal Code, and sound fiscal policy.

c. Balanced Operating Budget

A balanced budget is a basic budgetary constraint intended to ensure that the City does not spend beyond its means. The City must function within the limits of the financial resources available and under normal circumstances requires commitment to a balanced budget. The appropriated budget cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years. Any deviation from a balanced operating budget requires disclosure when it occurs.

d. Impact of Capital Budget on the Operating Budget

As new policies and programs are approved, both the operating and capital budgets are impacted. For example, an increase in service levels approved as part of the operating budget would have long-term effects on the Capital Improvements Program. Conversely, a restrictive change to the use of long-term debt would slow capital programs.

Regardless of the difference between the operating and capital budgets, the two are interdependent. Budgetary policy states that all foreseeable operating costs related to capital projects be estimated and provided for as part of the review process associated with the Capital Improvements Program. In addition, departments are required to include costs associated with operating and maintaining capital projects that are requested for the upcoming year.

e. Budgeting Controls

- (1) Internal Controls. The annual adopted budget provides a basis of control over financial operations. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the approved budget. Activities of the General Fund and Special Revenue

Funds are included in the annual approved budget. The level of budgetary control (that is the level at which expenditures cannot exceed the appropriated amount) is established by function and category (Personnel Services, Supplies, Other Services and Charges, Capital Outlay and Debt Service) within each individual fund.

- (2) Independent Audit. State statutes and the City Charter require an annual audit of all accounts of the City by certified public accountants selected by the City Commission. Maner Costerisan Certified Public Accountants has fulfilled this requirement. The auditor's report is included in the City's Comprehensive Annual Financial Report (CAFR) and is available to the public on the City's website and through the State of Michigan Department of Treasury local audit and finance division website.¹

¹ See: <https://treas-secure.state.mi.us/LAFDocSearch/> for CAFR files for units of local government from 2003 to present

5. Fund Structure

The accounts of the City are organized by funds and account groups, each of which is considered a separate accounting entity. Funds are established to segregate specific activities or objectives of a government in accordance with special regulations, restrictions, or limitations. The various funds are grouped into generic fund types in two broad categories as follows:

a. *Governmental Funds*

- (1) General Fund: The general fund contains the records of the ordinary activities of the City that are not accounted for in another fund. General fund activities are financed by revenue from general property taxes, state shared revenue and other sources.
- (2) Special Revenue Funds: Special revenue funds are used to account for the proceeds of earmarked special revenue from financing activities requiring separate accounting because of legal or regulatory provisions. Special revenue funds include Major Streets, Local Streets, Infrastructure, Solid Waste, Pool/Community Center Operations, Segregated Capital Asset Fund (SCAF), Library Services, and Parks Capital Improvement Fund.
- (3) Debt Service Funds: Debt service funds are used to account for the annual payment of principal and interest concerning certain long-term debt other than debt payable from the operations of an enterprise fund. The Pool/Community Center debt service fund is the City's only debt service fund.
- (4) Capital Projects Funds: Capital projects funds are used to account for the development of capital facilities other than those financed by the operations of the enterprise fund.

b. *Proprietary Funds*

- (1) Enterprise Fund: The water and sewer fund is used to account for the results of operations that provide a service to citizens financed by a user charge for the provision of that service.

6. Millage Rate Information

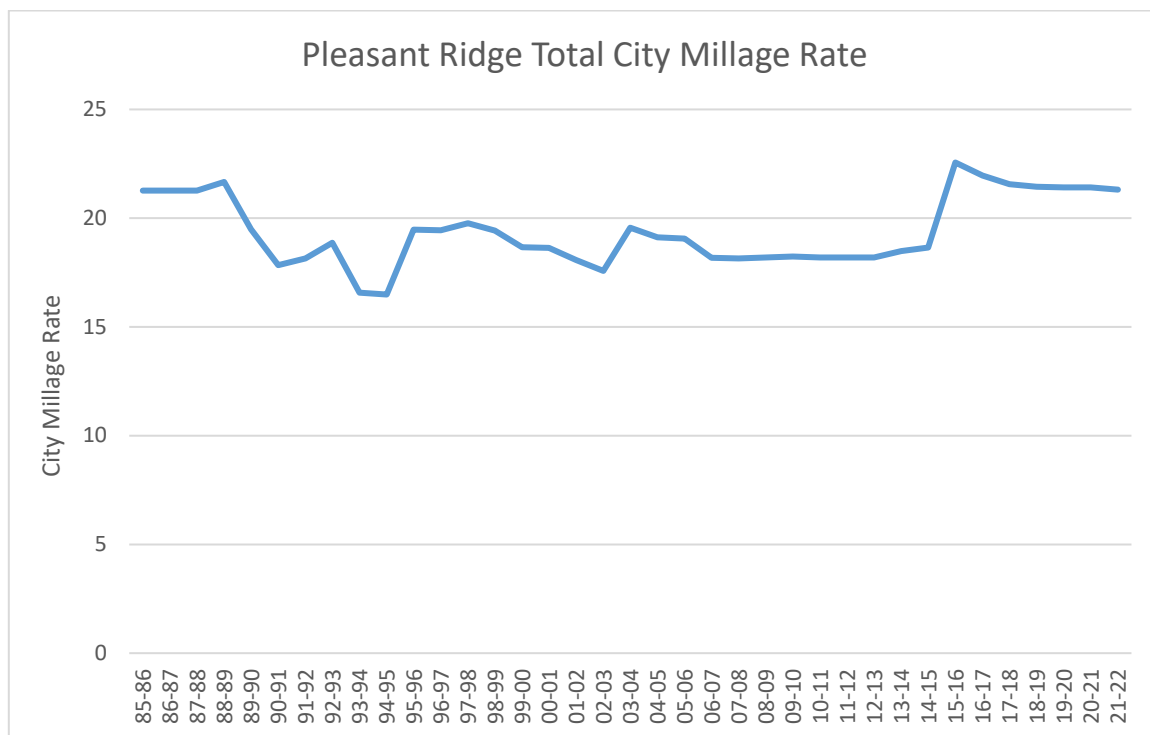
Millage Rate Information. The following Table 1 shows the breakdown of Pleasant Ridge millage rates from 2014 to present.

Table 1. Pleasant Ridge Property Tax Millage Components, 2014 to Present

	Original Amount	Expiration	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22
General Operating - Charter	20.0000	--	11.3094	11.1363	10.8434	10.6232	10.3714	10.2085	10.0604	9.8903
General Operating (2015)	2.9000	--		2.8556	2.7804	2.7239	2.6593	2.6175	2.5795	2.5359
Police Pension (2018)	1.400	2032					0.3500	0.7000	1.0500	1.3032
Infrastructure (2015)	3.0000	2034	2.3880	2.9242	2.8472	2.7894	2.7232	2.6804	2.6415	0.285
Community Promotion	0.3431	--		0.2704	0.3481	0.3375	0.3200	0.3100	0.300	2.5968
Parks Improvement (2015)	0.7500	2024		0.7385	0.7190	0.7044	0.6877	0.6769	0.6670	0.6557
Rubbish	3.0000	--	1.6960	1.6700	1.6260	1.5929	1.5551	1.5306	1.5084	1.4829
Pool Operations (2003)	1.4000	2028	1.2593	1.2400	1.2073	1.1827	1.1546	1.1364	1.1199	1.1009
Library (2019)	0.5000	2025	0.4949	0.3865	0.3763	0.3687	0.3675	0.3617	0.3564	0.3503
Pool Debt (2003)	unlimited	2028	1.5000	1.3380	1.2123	1.2450	1.2500	1.1900	1.1700	1.11
Total Millage			18.6476	22.5595	21.9600	21.5677	21.4388	21.4120	21.4531	21.3110

The following Figure 8 shows the long term total Pleasant Ridge city millage rate trend from 1985 to present.

Figure 8. Total City Millage Rate (Homestead), 1985-Present

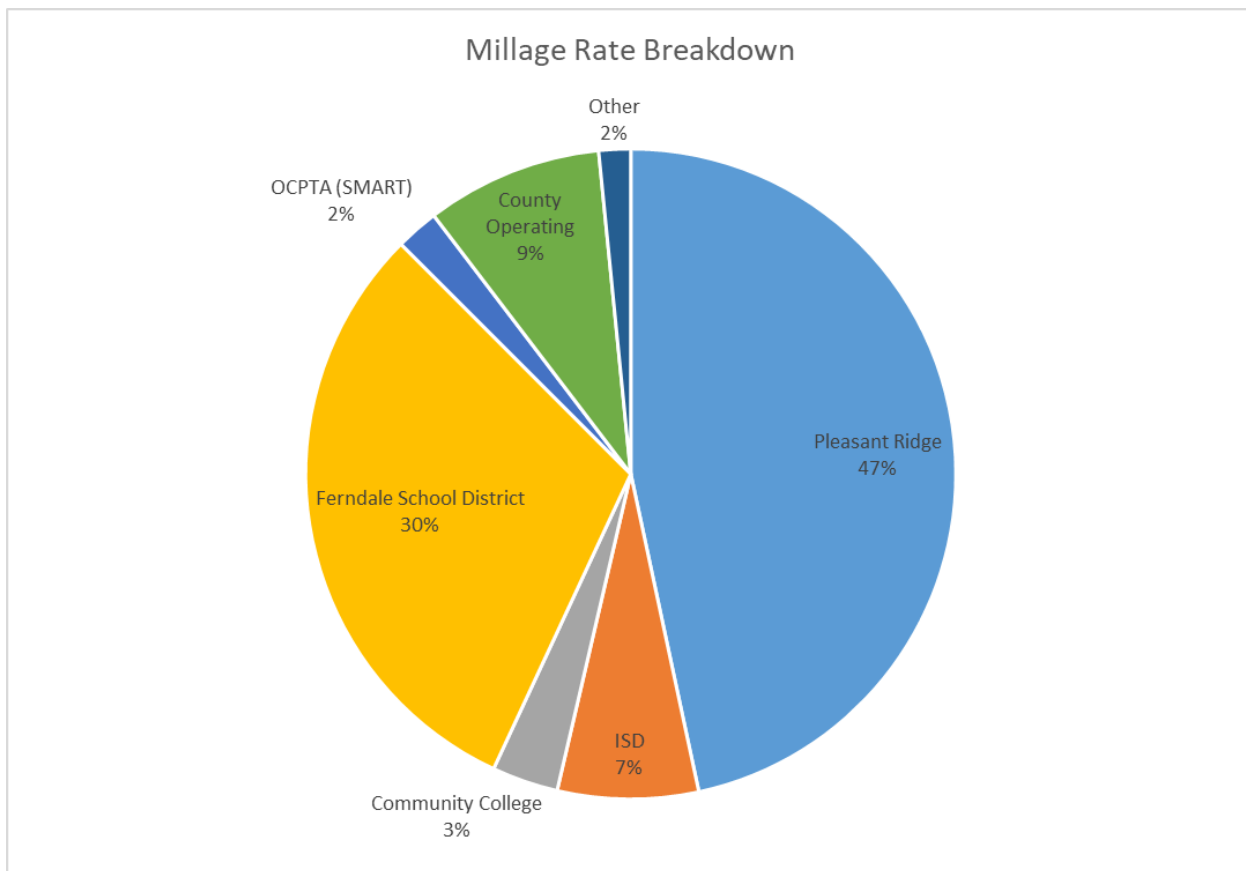


The 2021 total City millage rates are reduced by 0.1114 mills compared to last year due to Headlee rollback. While the City experienced robust home sales and strong growth in sales prices, Headlee limits the City to a total tax revenue growth rate of 1.5%, requiring a rollback in local tax rates.

The community promotion millage authorized by PA 359 of 1925 (MCL 123.881) may generate up to \$50,000 annually. The 0.3000 mill levy will generate about \$48,000 for the City. The revenues are used to pay for community publications such as the Ridger, website maintenance, and maintenance of the City website.

Total Homestead Millage Rate Breakdown. The total homestead property tax rate for a property owner in Pleasant Ridge in 2021 is expected to be about 45.9961 mills.² Of every tax dollar paid by residents, 46% goes to the City, 31% goes to the Ferndale school district, and the remaining 23% goes to the County and other regional entities including SMART, the intermediate school district, community college, and “other” entities that include Oakland County Parks (0.2306 mills), the Detroit Zoo (0.0963 mills), the Art Institute Authority (0.1910 mills), and the Huron Clinton Metro Parks (0.2096 mills).

Figure 9. Total Pleasant Ridge Homestead Millage Rate Breakdown, 2021

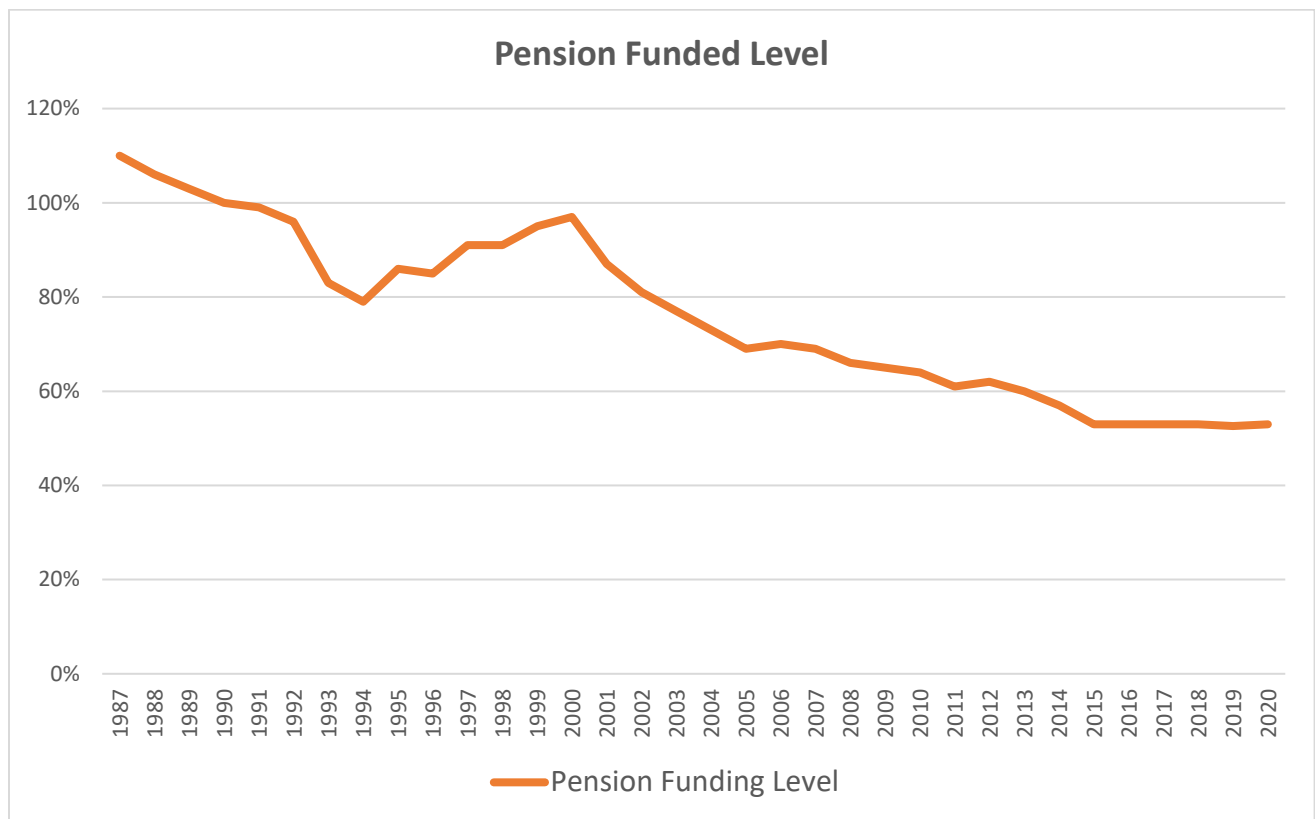


² As of the date of adoption of this budget, final tax rates for outside, non-Pleasant Ridge jurisdictions is not known. Those outside jurisdictions are also subject to Headlee Rollbacks, and their adopted tax rates have not yet been published. For the purposes of this document, the total millage rate uses estimated millage rates for non-Pleasant Ridge property taxes.

7. Pension Unfunded Liability

The City has had an underfunded pension fund since the early 2000s. The problem has grown steadily year over year since the early 2000s and has become an acute financial problem in recent years. The following Figure 10 summarizes the funding level of the City's pension funds (left scale).

Figure 10. City Pension Funding Level



The above Figure 10 shows that the City has experienced a decline from being close to 100% funded in the year 2000, to being just over 50% funded in 2020. Over the same 2000 – 2020 time, pension costs have gone from 1.8% of general fund expenditures to 15% of general fund expenditures.

Passage of the police pension millage in November 2017 has allowed the City to increase our annual contribution to the pension fund and has helped stem the decline in funding level. However, MERS changed their actuarial assumptions again in 2019, reducing the expected rate of return on assets, which again has lowered the actuarial funded level of the pension fund.

The extra funding provided by the Police Pension millage has allowed the City to increase our annual contributions to the pension fund by 66%, from \$287,000 in FY18 to \$475,000 in FY20. While our pension funded level has not yet increased due to actuarial changes used by MERS, the additional funding has stopped the declines in our funding level. Over the coming decade we hope to eliminate the unfunded liability in our pension fund through increased contributions and as new police officers enter the new hybrid pension program.

Actions Taken to Address Unfunded Liability

The 01, 02, 10, and 11 divisions are now closed to new hires. These represent the large majority of the fund's assets and liabilities. These groups include retired police officers and administrators, and employees hired before 2011.

Employees hired after 2011 are in different pension divisions with lower benefit levels and higher employee contribution amounts. The pension divisions for employees hired after 2011 – groups 12, 20, and HA are fully funded or nearly so. Divisions 12 and 20 are overfunded due to departure of employees before they vested, leaving excess funds in those groups. However, the total amount of valuation assets in divisions 12, 20 and HA are small, representing only 1.5% of the City's overall pension fund actuarial liability.

In short, the unfunded liability issue is one that we are on a path to resolving, but it will take time to unwind the underfunding status of older pension divisions.

The following table is reproduced from the City's most recent Annual Actuarial Valuation Report published by MERS shows accrued liabilities, assets, and funding levels for all the City's employee groups.³

**Table 6: Actuarial Accrued Liabilities and Valuation Assets
as of December 31, 2018**

Division	Actuarial Accrued Liability					Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
	Active Employees	Vested Former Employees	Retirees and Beneficiaries	Pending Refunds	Total			
01 - Gnr/Oth	\$ 0	\$ 272,296	\$ 222,572	\$ 0	\$ 494,868	\$ 310,967	62.8%	\$ 183,901
02 - Police	783,567	4,279	2,621,315	0	3,409,161	1,530,863	44.9%	1,878,298
10 - NonUnion	875,847	60,856	727,080	0	1,663,783	941,992	56.6%	721,791
11 - City Mgr	0	0	691,210	0	691,210	430,448	62.3%	260,762
12 - Non-Union after 7/1/2011	14,980	0	0	9,685	24,665	43,228	175.3%	(18,563)
20 - Police as of 7/1/2011	59,445	0	0	5,103	64,548	77,521	120.1%	(12,973)
HA - Police hired after 7/1/17	2,972	0	0	0	2,972	2,666	89.7%	306
Total	\$ 1,736,811	\$ 337,431	\$ 4,262,177	\$ 14,788	\$ 6,351,207	\$ 3,337,685	52.6%	\$ 3,013,522

The above table shows that the City's total unfunded liability is \$3,013,522, with nearly two-thirds of that unfunded liability being in the 02 – Police division. Given that the police group is the largest single source of the unfunded liability, the City has closed division 20 (which was created in 2011) and creating a new hybrid plan division HA for new police officers hired after July 1, 2017. The hybrid plan combines a defined benefit with a 401k-style defined contribution component as a way of further controlling the City's future pension liabilities.

Summary of Actions Taken

Following is a summary of actions taken by the City to address the unfunded liability issue:

- Police and Administrative divisions 02 and 10 were closed to new hires in 2011, replaced by divisions 12, 20, and HA with lower benefit levels. The new divisions are fully or nearly fully funded.
- City Manager division 11 closed in 2014. Current City Manager does not receive a defined benefit pension.
- Police employee contribution increased from 0% to 2.5% in 2011.
- New police hires will receive a hybrid plan that has a small pension that is combined with a defined contribution, 401k-style plan.

³ AAV reports are available on the City's website at: https://cityofpleasantridge.org/lsvr_document/pension-fund-annual-actuarial-valuation-reports/

- No retirement health care benefit for any administrative employees hired after 2011 and police hired after 2017. Instead, employees have access to a Health Care Savings Plan that allows them to save for retirement health care costs with a small City match.

Police Pension Millage

The voters approved a 1.4 mill police pension millage in November of 2017, with the first levy of 0.35 mills beginning July 1, 2018 and phasing in at an additional 0.35 mills per year until the maximum levy is reached. FY22 is the first year that the maximum will be levied. With Headlee rollbacks, the maximum levy is 1.3032. The millage will continue through FY2032-33.

In FY22, the 1.3032 mill levy is expected to generate \$220,813. The amount budgeted for police pension expenses for active and retired officers is \$355,500.

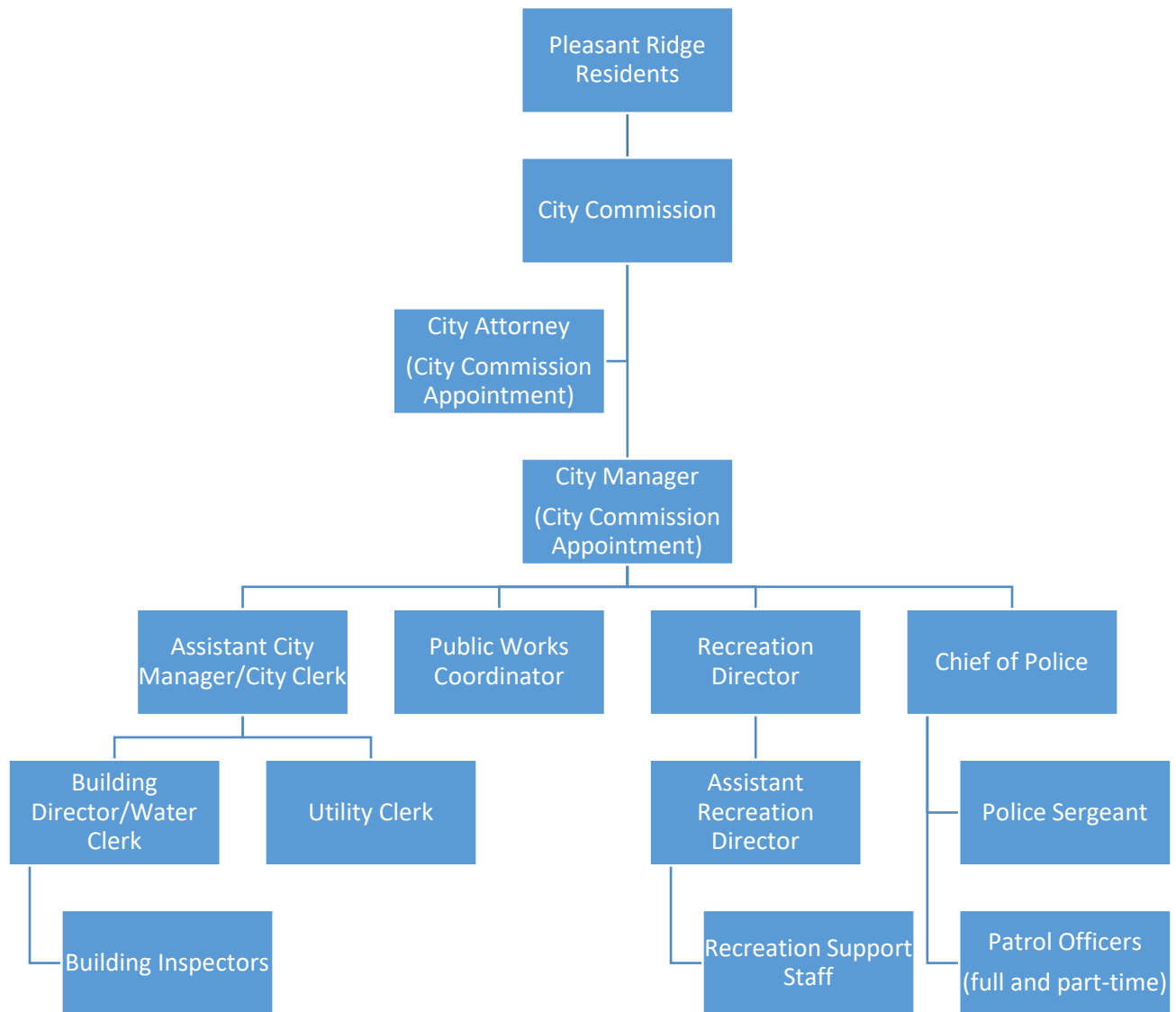
8. Personnel

The City of Pleasant Ridge is a service-oriented organization with a large percentage of expenditures associated with staff salaries and related costs. In addition to part-time and full-time non-union employees, there is one bargaining unit - the Pleasant Ridge Police Officers Association, represented by the Fraternal Order of Police Labor Council.

The City outsources its Fire/EMS, Public Works, Treasury, Assessing, Police and Fire Dispatch, and City Attorney positions.

Position	Status	FY21
City Hall		
City Manager	Full-Time	1.00
City Clerk	Full-Time	1.00
City Treasurer	Part-Time	0.00
Public Works Manager	Full-Time	1.00
Utility/Building Clerk	Full-Time	1.00
Solid Waste Clerk	Part-Time	0.33
City Hall Total		4.33
Police Department		
Chief	Full-Time	1.00
Sergeant	Full-Time	1.00
Patrol Officer	Full-Time	5.00
Patrol Officer (1)	Part-Time	0.20
Office Clerk	Part-Time	0.00
Crossing Guard	Part-Time	0.30
Police Total		7.5
Recreation Department		
Director	Full-Time	1.00
Recreation Assistant	Full-Time	1.00
Building Supervisor	Part-Time	1.00
Playground Supervisor	Seasonal	0.44
Life Guard (senior)	Seasonal	0.44
Life Guard	Seasonal	1.75
Pool Instructors	Seasonal	0.10
Recreation Total		5.73
Full Time Positions		13.00
Part Time Positions (FTE)		4.56
All Departments		17.56

Organization Chart



Not shown in the organization chart are the Charter-established positions of City Treasurer and City Assessor. These positions are outsourced by the City to Plante Moran (City Treasurer) and Oakland County Equalization (Assessor).

C. General Fund

101. Summary

The General Fund functions as the City's operating fund and accounts for taxes and other general revenues and expenditures that are not restricted for other specific purposes. It is the City's policy goal to maintain a minimum 25-30% undesignated General Fund fund balance to maintain cash flow, solvency, and to set aside for unforeseen emergencies or cash shortfalls caused by revenue declines or delays. FY22 budget includes revenues of \$3,209,071 and expenditures of \$3,168,145 with a projected end of year fund balance percentage of 42%.

REVENUES

SOURCE	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budget 2020-21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Taxes and special assessments	2,030,066	2,137,853	2,268,316	2,371,569	2,461,589	2,494,158	2,527,182
Licenses and Permits	117,153	133,085	114,770	53,780	100,300	100,300	100,300
Federal and State Grants	56,818	47,419	49,752	22,500	24,000	24,000	24,000
State Shared Revenue	258,266	266,525	259,190	236,000	256,000	256,000	256,000
Charges for Services	232,688	286,841	219,574	206,089	212,955	220,026	222,128
Fines and Forfeits	95,648	107,920	81,991	50,000	60,000	80,000	80,000
Interest and Rents	16,720	27,166	31,979	9,000	12,500	15,000	15,000
Other revenue	128,070	159,657	115,223	98,800	81,250	81,250	81,250
Transfers-In	0	0	0	0	0	0	0
REVENUE TOTAL	2,935,429	3,166,466	3,140,795	3,047,738	3,208,595	3,270,734	3,305,860

EXPENDITURES

DEPARTMENT							
Mayor and Commission	29,313	15,490	24,601	27,550	27,550	27,550	27,550
City Manager	157,713	167,267	179,032	182,276	188,780	197,346	203,384
Elections	5,446	7,442	15,144	9,510	10,760	10,760	10,760
City Attorney	33,794	17,083	18,563	26,500	26,500	26,500	26,500
City Clerk	100,231	103,617	113,876	115,073	119,865	122,185	124,799
Information Technology	68,654	92,627	73,122	58,500	75,250	75,250	75,250
General Government	144,312	152,121	117,728	145,400	146,150	146,150	146,150
Cable TV	3,799	2,400	2,675	3,410	3,410	3,410	3,410
City Treasurer	117,249	113,776	115,605	117,050	117,550	120,956	124,285
Assessment	21,495	21,347	22,530	22,155	22,670	22,870	23,070
Police Services	978,006	1,061,769	1,123,144	1,219,015	1,266,703	1,285,538	1,304,706
Fire/Rescue	256,581	256,581	256,581	256,581	256,581	256,581	256,581
Building Department	55,721	75,951	67,619	67,462	79,194	81,109	81,531
Planning Commission	0	0	0	0	0	0	0
Public Works	245,125	262,262	273,689	261,086	291,261	297,284	302,342
Street Lighting	34,605	37,227	43,884	38,000	44,000	44,000	44,000
Recreation	402,155	382,869	375,382	387,773	394,937	396,776	401,142
Retirement Services	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Transfers Out	162,000	180,000	60,000	50,000	100,000	100,000	100,000
EXPENDITURES TOTAL	2,821,199	2,954,829	2,888,175	2,992,341	3,176,160	3,219,264	3,260,459
Revenue over (under) expenditures	114,230	211,637	252,620	55,397	32,434	51,470	45,400
Fund Balance, beginning of the year	654,603	768,837	980,449	1,233,021	1,288,418	1,320,852	1,372,322
Fund Balance adjustments							
Fund Balance, end of the year	768,833	980,474	1,233,069	1,288,418	1,320,852	1,372,322	1,417,722
General Fund Balance %	27.25%	33.18%	42.69%	43.06%	41.59%	42.63%	43.48%

101. General Fund Revenues

The General Fund revenues provide funding for City services that have a city-wide benefit. General Fund revenues are categorized as taxes and special assessments, community development permit fees and charges, intergovernmental transfers (state revenue sharing), and other revenues.

Total property tax revenue is projected to grow modestly vs. fiscal year FY21. This modest increase is due to growth in tax revenue of 1.4% as allowed by the Headlee amendment, and as calculated by the state.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
GENERAL FUND REVENUE DETAIL							
Taxes and Special Assessments							
101-000-401.000	Property Taxes - Operating	2,004,884	2,063,382	2,011,854	2,105,486	2,134,963	2,164,852
101-000-401.001	Chargebacks from County	0	0	0	0	0	0
	Property Taxes - Police Pension						
101-000-401.400	Millage	111,988	175,312	171,080	220,813	223,905	227,039
101-000-401.500	Property Taxes - Community Promo	48,623	48,875	47,649	48,290	48,290	48,290
101-000-410.000	Personal Property Taxes	0	0	0	0	0	0
101-000-410.500	Delinquent Tax Collection	159	0	1,494	0	0	0
101-000-445.000	Interest on Taxes	25,718	10,000	7,074	10,000	10,000	10,000
101-000-447.000	Property Tax Admin Fee	76,944	74,000	77,991	77,000	77,000	77,000
	<i>Total taxes and special assessments</i>	<i>2,268,316</i>	<i>2,371,569</i>	<i>2,317,142</i>	<i>2,461,589</i>	<i>2,494,158</i>	<i>2,527,182</i>
Licenses and Permits							
101-000-476.000	Landlord Licenses	840	500	1,100	750	750	750
101-000-477.000	Electrical Permits	7,745	7,500	9,165	8,250	8,250	8,250
101-000-478.000	Building Permits	86,588	35,000	68,658	75,000	75,000	75,000
101-000-479.000	Plumbing and Mechanical Permits	18,020	9,500	19,720	15,000	15,000	15,000
101-000-480.000	Liquor License Fee Revenue	866	780	825	800	800	800
101-000-485.000	Dog Licenses	711	500	(413)	500	500	500
	<i>Total licenses and permits</i>	<i>114,770</i>	<i>53,780</i>	<i>99,055</i>	<i>100,300</i>	<i>100,300</i>	<i>100,300</i>
Federal and State Grants							
101-000-522.000	CDBG	1,996	5,000	5,989	5,500	5,500	5,500
101-000-528.000	Other Federal Grants	0	0	94,904	0	0	0
101-000-530.000	CDBG	0	0	0	0	0	0
101-000-540.000	State Grant	4,255	0	0	0	0	0
101-000-544.000	302 Training Funds	1,040	1,000	725	1,000	1,000	1,000
101-000-573.000	Local Community Stabilization	42,461	16,500	20,007	17,500	17,500	17,500
	<i>Total federal and state grants</i>	<i>49,752</i>	<i>22,500</i>	<i>121,625</i>	<i>24,000</i>	<i>24,000</i>	<i>24,000</i>
State Shared Revenue							
101-000-576.500	Sales Taxes - Statutory	41,150	46,000	32,920	46,000	46,000	46,000
101-000-576.750	Sales Taxes - Constitutional	218,040	190,000	161,482	210,000	210,000	210,000
101-000-576.751	Sales Taxes - Supplemental	0	0	0	0	0	0
	<i>Total state shared revenue</i>	<i>259,190</i>	<i>236,000</i>	<i>194,402</i>	<i>256,000</i>	<i>256,000</i>	<i>256,000</i>
Charges for Services							
101-000-607.000	NSF Fees	450	400	330	400	400	400
101-000-608.000	Registration Fees	2,625	3,000	2,925	3,000	3,000	3,000
101-000-609.000	Administrative Fees	8,775	7,500	10,280	7,500	7,500	7,500

C. General Fund
101. General Fund Revenues

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-000-627.000	Administrative Charges	104,369	104,701	104,700	105,625	106,690	107,769
101-000-627.100	Charges for Services - Personnel	12,555	12,555	12,555	12,755	13,010	13,270
101-000-627.200	Charges for Services - IT	51,997	52,933	52,934	53,675	54,427	55,188
101-000-635.000	Copying Charges	998	50	401	50	50	50
101-000-641.100	Election Reimbursement	70	0	0	0	0	0
101-000-641.200	Spraying Reimbursement	331	0	0	0	0	0
101-000-641.300	Tree Planting Reimbursement	1,600	750	959	750	750	750
101-000-642.000	Sales	50	0	0	0	0	0
101-000-651.000	Use & Admission Fees	1,906	1,000	70	1,000	1,000	1,000
101-000-651.208	Admission - Dog Park	4,710	3,200	4,380	3,200	3,200	3,200
101-000-653.000	Registration Program Fees	29,138	20,000	32,653	25,000	30,000	30,000
<i>Total charges for services:</i>		<i>219,574</i>	<i>206,089</i>	<i>222,187</i>	<i>212,955</i>	<i>220,026</i>	<i>222,128</i>
Fines and Forfeits							
101-000-656.000	Municipal Fines	48,372	20,000	24,482	25,000	40,000	40,000
101-000-657.000	District Court Fines	33,619	30,000	29,065	35,000	40,000	40,000
<i>Total fines and forfeits:</i>		<i>81,991</i>	<i>50,000</i>	<i>53,547</i>	<i>60,000</i>	<i>80,000</i>	<i>80,000</i>
Interest and Rents							
101-000-665.000	Interest & Dividend Income	19,932	5,000	7,597	5,000	5,000	5,000
101-000-667.000	4 Ridge Rental	11,647	4,000	324	7,500	10,000	10,000
101-000-669.000	Property Rental	400	0	0	0	0	0
<i>Total interest and rents:</i>		<i>31,979</i>	<i>9,000</i>	<i>7,921</i>	<i>12,500</i>	<i>15,000</i>	<i>15,000</i>
Other Revenue							
101-000-670.000	Cable Franchise and PEG Fees	58,634	60,000	42,159	55,000	55,000	55,000
101-000-671.000	Miscellaneous Other Revenues	36,064	5,000	19,435	5,000	5,000	5,000
101-000-674.000	Zoning Board of Appeal Fees	0	0	500	0	0	0
101-000-675.000	Contributions & Donations	410	5,000	1,000	1,000	1,000	1,000
101-000-679.000	Refunds & Rebates	20,115	24,500	2,802	20,000	20,000	20,000
101-000-679.300	Refunds & Rebates - Public Safety	0	4,000	228	250	250	250
101-000-681.000	Sidewalk Replacement/residents	0	0	0	0	0	0
101-000-695.000	Other Financing Sources	0	0	0	0	0	0
101-000-696.000	Bond & Insurance Recoveries	0	300	0	0	0	0
<i>Total other revenue:</i>		<i>115,223</i>	<i>98,800</i>	<i>66,124</i>	<i>81,250</i>	<i>81,250</i>	<i>81,250</i>
Transfers-In							
101-000-699.208	Transfer In - Dog Park	0	0	0	0	0	0
101-000-699.212	Transfers In - Tree Planting	0	0	0	0	0	0
101-000-699.351	Transfers In - Debt Service	0	0	0	0	0	0
<i>Total transfers-in:</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
TOTAL REVENUES		3,140,795	3,047,738	3,082,003	3,208,595	3,270,734	3,305,860

101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
GENERAL FUND APPROPRIATIONS							
Department 101 - Mayor and Commission							
101-101-715.000	Worker's Compensation	48	50	71	50	50	50
101-101-955.000	Miscellaneous Expenses	19,197	20,000	7,117	20,000	20,000	20,000
101-101-956.000	Conferences and Workshops	100	1,000	195	1,000	1,000	1,000
101-101-958.000	Memberships and Dues	5,256	6,500	7,160	6,500	6,500	6,500
<i>Totals for Department 101 - Mayor and Commission</i>		<i>24,601</i>	<i>27,550</i>	<i>14,543</i>	<i>27,550</i>	<i>27,550</i>	<i>27,550</i>
Department 172 - City Manager							
101-172-702.000	Administration Wages	110,157	107,125	91,920	112,000	114,240	116,525
101-172-702.250	Comptime Payout	0	0	0	0	0	0
101-172-711.000	Social Security & Medicare	9,121	7,500	7,743	9,300	9,430	9,562
101-172-712.000	Medical Insurance	4,933	6,150	4,538	6,150	6,150	6,150
101-172-712.001	Medical Insurance - Employee Cont.	0	0	0	0	0	0
101-172-712.003	Medical Insurance - Retirees	5,786	9,000	5,881	6,500	10,000	11,000
101-172-712.004	Medical Insurance - Retiree Cont.	(1,108)	(600)	(466)	(600)	(600)	(600)
101-172-712.006	Medical Insurance - HSA (Retirees)	0	950	0	0	0	0
101-172-713.000	Life Insurance	679	750	692	750	750	750
101-172-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
101-172-714.003	Retirement - DB (Retirees)	20,124	20,000	20,890	22,030	24,266	26,419
101-172-714.500	Retirement - DC (Active Employees)	21,582	21,961	19,408	22,960	23,419	23,888
101-172-715.000	Worker's Compensation	59	50	87	50	50	50
101-172-716.000	Unemployment Compensation	20	40	12	40	40	40
101-172-720.000	Tuition, Training and Education	0	100	0	100	100	100
101-172-727.000	Office Supplies	0	0	80	0	0	0
101-172-728.000	Postage	0	0	0	0	0	0
101-172-731.000	Operating Supplies	53	100	38	100	100	100
101-172-790.000	Books & Periodicals	228	400	164	400	400	400
101-172-862.000	Automobile Allowance	6,000	6,000	5,500	6,000	6,000	6,000
101-172-956.000	Conferences and Workshops	250	2,000	495	2,000	2,000	2,000
101-172-958.000	Memberships and Dues	1,148	750	998	1,000	1,000	1,000
<i>Totals for Department 172 - City Manager</i>		<i>179,032</i>	<i>182,276</i>	<i>157,980</i>	<i>188,780</i>	<i>197,346</i>	<i>203,384</i>
Department 191 - Elections							
101-191-704.000	Part-Time Wages	5,288	4,500	3,960	4,500	4,500	4,500
101-191-711.000	Social Security & Medicare	8	0	40	0	0	0
101-191-715.000	Worker's Compensation	12	10	19	10	10	10
101-191-728.000	Postage	284	250	3,453	250	250	250
101-191-731.000	Operating Supplies	4,120	3,000	6,124	3,000	3,000	3,000
101-191-809.000	Contractual Services	2,503	1,250	0	1,250	1,250	1,250
101-191-900.000	Printing & Publishing	2,929	500	5,794	1,250	1,250	1,250
101-191-970.000	Capital Outlay	0	0	2,333	500	500	500
<i>Totals for Department 191 - Elections</i>		<i>15,144</i>	<i>9,510</i>	<i>21,723</i>	<i>10,760</i>	<i>10,760</i>	<i>10,760</i>
Department 210 - City Attorney							
101-210-815.000	City Attorney Services	14,007	20,000	17,615	20,000	20,000	20,000

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-210-815.250	Court Prosecutions	4,556	6,000	4,050	6,000	6,000	6,000
101-210-815.500	Labor Relations Attorney	0	500	0	500	500	500
<i>Totals for Department 210 - City Attorney</i>		<i>18,563</i>	<i>26,500</i>	<i>21,665</i>	<i>26,500</i>	<i>26,500</i>	<i>26,500</i>
Department 215 - City Clerk							
101-215-702.000	Administration Wages	86,833	85,298	70,069	88,330	90,097	91,899
101-215-711.000	Social Security & Medicare	6,679	5,650	5,209	6,760	6,855	6,951
101-215-712.000	Medical Insurance	6,572	7,750	6,732	7,750	7,983	8,222
101-215-712.001	Medical Insurance - Employee Cont.	(613)	(775)	(604)	(775)	(798)	(822)
101-215-712.005	Medical Insurance - HSA	1,225	950	1,450	1,500	1,500	1,500
101-215-713.000	Life Insurance	587	195	592	195	195	195
101-215-714.000	Retirement - DB (Active Employees)	10,909	13,250	10,303	13,250	13,500	14,000
101-215-715.000	Worker's Compensation	138	125	204	125	125	125
101-215-716.000	Unemployment Compensation	13	30	8	30	30	30
101-215-727.000	Office Supplies	0	0	94	0	0	0
101-215-728.000	Postage	0	0	0	0	0	0
101-215-731.000	Operating Supplies	547	1,250	0	1,250	1,250	1,250
101-215-861.000	Mileage Allowance	295	200	265	300	300	300
101-215-955.000	Miscellaneous Expenses	0	100	0	100	100	100
101-215-956.000	Conferences and Workshops	461	750	0	750	750	750
101-215-958.000	Memberships and Dues	230	300	266	300	300	300
101-215-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for Department 215 - City Clerk</i>		<i>113,876</i>	<i>115,073</i>	<i>94,588</i>	<i>119,865</i>	<i>122,185</i>	<i>124,799</i>
Department 228 - Information Technology							
101-228-809.000	Contractual Services	26,494	20,000	14,704	22,500	22,500	22,500
101-228-851.000	Communications	18,103	16,000	15,410	18,000	18,000	18,000
101-228-928.000	Software Maintenance	13,420	9,000	15,514	15,500	15,500	15,500
101-228-970.000	Capital Outlay	6,827	7,000	10,458	10,000	10,000	10,000
101-228-983.000	Leased Assets	8,278	6,500	9,119	9,250	9,250	9,250
<i>Totals for Department 228 - Information Technology</i>		<i>73,122</i>	<i>58,500</i>	<i>65,205</i>	<i>75,250</i>	<i>75,250</i>	<i>75,250</i>
Department 248 - General Government							
101-248-727.000	Office Supplies	1,140	3,000	1,459	2,000	2,000	2,000
101-248-728.000	Postage	3,092	3,000	1,238	3,000	3,000	3,000
101-248-731.000	Operating Supplies	6,281	4,500	8,116	8,500	8,500	8,500
101-248-733.000	Janitorial Supplies	460	500	259	500	500	500
101-248-734.000	Building Maintenance Supplies	0	200	109	200	200	200
101-248-803.000	Janitorial Contract	2,338	2,500	195	250	250	250
101-248-809.000	Contractual Services	5,470	6,500	4,878	6,500	6,500	6,500
101-248-809.002	Payroll Administration	8,914	10,000	8,314	10,000	10,000	10,000
101-248-814.000	Engineering Services	0	0	0	0	0	0
101-248-851.000	Communications	0	0	0	0	0	0
101-248-880.000	Community Promotion	11,300	17,700	10,514	17,700	17,700	17,700
101-248-900.000	Printing & Publishing	11,526	12,000	6,125	12,000	12,000	12,000
101-248-910.000	Insurance & Bonds	48,806	60,000	49,751	60,000	60,000	60,000
101-248-920.000	Public Utilities	10,207	10,000	9,325	10,000	10,000	10,000
101-248-929.000	Equipment Maintenance	63	500	0	500	500	500
101-248-931.000	Building Maintenance	6,079	12,500	7,510	12,500	12,500	12,500
101-248-955.000	Miscellaneous Expenses	2,052	2,500	1,671	2,500	2,500	2,500
101-248-970.000	Capital Outlay	0	0	0	0	0	0

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-248-983.000	Leased Assets	0	0	0	0	0	0
<i>Totals for Department 248 - General Government</i>		<i>117,728</i>	<i>145,400</i>	<i>109,464</i>	<i>146,150</i>	<i>146,150</i>	<i>146,150</i>
Department 249 - Cable TV							
101-249-715.000	Worker's Compensation	0	10	13	10	10	10
101-249-731.000	Operating Supplies	0	500	0	500	500	500
101-249-809.000	Contractual Services	2,675	2,400	2,750	2,400	2,400	2,400
101-249-958.000	Memberships and Dues	0	500	0	500	500	500
<i>Totals for Department 249 - Cable TV</i>		<i>2,675</i>	<i>3,410</i>	<i>2,763</i>	<i>3,410</i>	<i>3,410</i>	<i>3,410</i>
Department 253 - City Treasurer							
101-253-714.003	Retirement - DB (Retirees)	21,818	24,000	20,607	24,000	26,436	28,782
101-253-715.000	Worker's Compensation	0	0	0	0	0	0
101-253-728.000	Postage	0	0	0	0	0	0
101-253-801.000	Audit Contract	22,600	19,000	21,850	19,500	19,500	19,500
101-253-809.001	Accounting Services	67,800	69,250	69,084	69,250	70,220	71,203
101-253-890.000	Service Charges	2,660	4,500	8,553	4,500	4,500	4,500
101-253-905.000	Printing Checks	0	0	0	0	0	0
101-253-928.000	Software Maintenance	0	0	0	0	0	0
101-253-954.000	Overage/shortage	0	50	0	50	50	50
101-253-955.000	Miscellaneous Expenses	607	200	344	200	200	200
101-253-960.100	Credit Card Service Charge	120	50	100	50	50	50
<i>Totals for Department 253 - City Treasurer</i>		<i>115,605</i>	<i>117,050</i>	<i>120,538</i>	<i>117,550</i>	<i>120,956</i>	<i>124,285</i>
Department 254 - Assessing							
101-254-702.000	Administration Wages	1,020	810	900	1,050	1,050	1,050
101-254-711.000	Social Security & Medicare	78	25	69	100	100	100
101-254-804.000	County Assessor Fees	19,590	19,700	0	19,700	19,900	20,100
101-254-901.000	Printing Tax Bills	1,782	1,600	1,012	1,800	1,800	1,800
101-254-956.000	Conferences and Workshops	60	20	0	20	20	20
<i>Totals for Department 254 - Assessment</i>		<i>22,530</i>	<i>22,155</i>	<i>1,981</i>	<i>22,670</i>	<i>22,870</i>	<i>23,070</i>
Department 301 - Police Services							
101-301-702.000	Administration Wages	88,698	87,950	75,352	89,709	91,503	93,333
101-301-702.250	Comptime Payout	0	0	0	0	0	0
101-301-703.000	Overtime	19,467	17,500	19,018	17,500	17,500	17,500
101-301-704.000	Part-Time Wages	53,971	50,000	12,094	10,000	10,000	10,000
101-301-705.000	Full Time Wages	332,315	352,500	289,992	431,850	440,487	449,297
101-301-708.000	Crossing Guard Wages	4,525	3,800	1,238	3,800	3,853	3,907
101-301-711.000	Social Security & Medicare	29,292	28,000	21,838	28,000	28,000	28,000
101-301-712.000	Medical Insurance	67,356	77,000	74,657	59,500	60,333	61,178
101-301-712.001	Medical Insurance - Employee Cont.	(5,702)	(7,700)	(6,057)	(5,950)	(6,033)	(6,118)
101-301-712.002	Retirement - HCSP	6,317	4,500	5,621	6,300	6,388	6,478
101-301-712.003	Medical Insurance - Retirees	111,879	130,000	100,706	82,500	83,655	84,826
101-301-712.004	Medical Insurance - Retiree Cont.	(8,539)	(10,400)	(16,317)	(6,600)	(6,692)	(6,786)
101-301-712.005	Medical Insurance - HSA	9,800	9,000	13,352	12,100	12,100	12,100
101-301-712.006	Medical Insurance - HSA (Retirees)	5,763	6,000	5,075	5,500	5,500	5,500
101-301-713.000	Life Insurance	3,406	5,000	3,260	3,700	3,700	3,700
101-301-714.000	Retirement - DB (Active Employees)	70,838	70,000	59,160	62,500	63,375	64,262
101-301-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
101-301-714.003	Retirement - DB (Retirees)	201,191	230,000	186,876	293,000	297,102	301,261

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-301-714.500	Retirement - DC (Active Employees)	9,135	10,000	4,652	15,000	15,210	15,423
101-301-715.000	Worker's Compensation	6,540	6,500	9,691	6,500	6,500	6,500
101-301-716.000	Unemployment Compensation	72	200	44	200	200	200
101-301-717.000	Longevity	0	0	0	0	0	0
101-301-718.000	Uniform Allowance	5,713	6,500	7,294	7,350	7,350	7,350
101-301-718.100	Uniform Cleaning Allowance	4,200	4,000	3,300	4,000	4,000	4,000
101-301-718.200	Firearm Allowance	0	0	0	0	0	0
101-301-720.000	Tuition, Training and Education	1,883	5,000	1,560	5,000	5,000	5,000
101-301-720.500	302 Training Funds	0	650	0	650	650	650
101-301-727.000	Office Supplies	1,469	1,500	927	1,500	1,500	1,500
101-301-728.000	Postage	0	0	0	0	0	0
101-301-731.000	Operating Supplies	14,656	16,000	20,736	17,500	17,500	17,500
101-301-751.000	Gas & Oil	13,930	17,500	14,098	17,500	17,745	17,993
101-301-790.000	Books & Periodicals	0	0	0	0	0	0
101-301-803.000	Janitorial Contract	3,506	3,500	292	500	500	500
101-301-809.000	Contractual Services	2,970	12,000	14,371	15,000	15,000	15,000
101-301-809.200	Clemis/LEIN Services	8,285	12,000	8,391	12,000	12,360	12,731
101-301-809.911	Dispatch Contract	39,000	41,350	39,000	41,350	41,929	42,516
101-301-827.200	Charges for Services - IT	5,516	5,615	5,615	5,694	5,773	5,854
101-301-851.000	Communications	0	0	0	0	0	0
101-301-852.000	Radio Maintenance	0	0	0	0	0	0
101-301-929.000	Equipment Maintenance	1,761	1,500	255	1,500	1,500	1,500
101-301-930.000	Vehicle Maintenance	8,314	10,000	7,388	10,000	10,000	10,000
101-301-955.000	Miscellaneous Expenses	110	500	178	500	500	500
101-301-956.000	Conferences and Workshops	875	1,250	0	1,250	1,250	1,250
101-301-958.000	Memberships and Dues	115	300	365	300	300	300
101-301-970.000	Capital Outlay	4,517	10,000	470	10,000	10,000	10,000
101-301-995.100	Interest: Governmental Debt	0	0	0	0	0	0
<i>Totals for Department 301 - Police Services</i>		<i>1,123,144</i>	<i>1,219,015</i>	<i>984,492</i>	<i>1,266,703</i>	<i>1,285,538</i>	<i>1,304,706</i>
Department 339 - Fire/Rescue							
101-339-802.000	Fire Services Contract	256,581	256,581	256,581	256,581	256,581	256,581
<i>Totals for Department 339 - Fire/Rescue</i>		<i>256,581</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>
Department 371 - Community Development							
101-371-704.000	Part-Time Wages	0	0	5,610	7,200	7,200	7,200
101-371-711.000	Social Security & Medicare	0	0	429	550	550	550
101-371-715.000	Worker's Compensation	18	25	26	50	50	50
101-371-727.000	Office Supplies	0	0	0	0	0	0
101-371-728.000	Postage	0	0	0	0	0	0
101-371-731.000	Operating Supplies	0	0	0	0	0	0
101-371-809.000	Contractual Services	13,203	17,500	10,533	13,500	15,000	15,000
101-371-811.000	Electrical Inspector Fees	1,800	2,000	4,238	7,000	7,000	7,000
101-371-812.000	Mechanical Inspector Fees	10,991	9,000	5,850	8,000	8,000	8,000
101-371-813.000	Building Inspector Fees	18,019	14,400	13,463	18,000	18,000	18,000
101-371-827.100	Charges for Services - Personnel	12,555	12,555	12,555	12,755	13,010	13,270
101-371-827.200	Charges for Services - IT	11,033	11,232	11,232	11,389	11,549	11,710
101-371-955.000	Miscellaneous Expenses	0	750	134	750	750	750
101-371-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for Department 371 - Community Development</i>		<i>67,619</i>	<i>67,462</i>	<i>64,070</i>	<i>79,194</i>	<i>81,109</i>	<i>81,531</i>

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Department 400 - Planning Commission							
101-400-809.000	Contractual Services	0	0	0	0	0	0
101-400-958.000	Memberships and Dues	0	0	0	0	0	0
<i>Totals for Department 400 - Planning Commission</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Department 440 - Public Works							
101-440-702.000	Administration Wages	26,551	29,580	23,256	30,172	30,775	31,391
101-440-711.000	Social Security & Medicare	1,875	1,775	1,595	1,775	1,800	1,825
101-440-712.000	Medical Insurance	11,776	12,100	11,904	12,100	12,584	13,087
101-440-712.001	Medical Insurance - Employee Cont.	(1,117)	(1,210)	(1,067)	(1,210)	(1,258)	(1,309)
101-440-712.002	Retirement - HCSP	0	0	0	0	0	0
101-440-712.003	Medical Insurance - Retirees	2,893	3,500	2,941	3,500	3,605	3,713
101-440-712.004	Medical Insurance - Retiree Cont.	(277)	0	(233)	0	0	0
101-440-712.005	Medical Insurance - HSA	1,225	950	1,450	950	1,900	1,900
101-440-713.000	Life Insurance	246	200	249	200	200	200
101-440-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
101-440-714.003	Retirement - DB (Retirees)	12,876	12,500	12,375	13,000	14,320	15,590
101-440-714.500	Retirement - DC (Active Employees)	3,624	4,141	3,284	4,224	4,309	4,395
101-440-715.000	Worker's Compensation	9	0	0	0	0	0
101-440-716.000	Unemployment Compensation	0	0	0	0	0	0
101-440-731.000	Operating Supplies	6,020	5,000	6,341	5,000	5,000	5,000
101-440-809.000	Contractual Services	0	0	0	0	0	0
101-440-809.110	Contractual Services - General	0	0	0	0	0	0
101-440-809.130	Contractual Services - Parks	0	0	0	0	0	0
101-440-809.140	Contractual Services - Facilities	0	0	0	0	0	0
101-440-810.000	Public Works Contract	193,212	175,000	109,499	200,000	202,500	205,000
101-440-920.000	Public Utilities	4,320	3,000	3,988	3,000	3,000	3,000
101-440-931.000	Building Maintenance	0	0	0	0	0	0
101-440-955.000	Miscellaneous Expenses	1,167	2,000	80	1,000	1,000	1,000
101-440-958.000	Memberships and Dues	20	50	0	50	50	50
101-440-970.000	Capital Outlay	9,269	12,500	36,246	17,500	17,500	17,500
<i>Totals for Department 440 - Public Works</i>		<i>273,689</i>	<i>261,086</i>	<i>211,908</i>	<i>291,261</i>	<i>297,284</i>	<i>302,342</i>
Department 448 - Street Lighting							
101-448-921.000	Streetlighting	43,884	38,000	38,463	44,000	44,000	44,000
<i>Totals for Department 448 - Street Lighting</i>		<i>43,884</i>	<i>38,000</i>	<i>38,463</i>	<i>44,000</i>	<i>44,000</i>	<i>44,000</i>
Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Department 750 - Recreation							
101-750-702.000	Administration Wages	104,138	112,300	98,488	114,546	116,837	119,174
101-750-704.000	Part-Time Wages	21,903	30,000	5,273	30,000	30,000	30,000
101-750-711.000	Social Security & Medicare	9,288	11,000	7,565	11,000	11,000	11,000
101-750-712.000	Medical Insurance	15,245	16,500	15,879	16,500	17,160	17,846
101-750-712.001	Medical Insurance - Employee Cont.	(1,437)	(1,250)	(1,431)	(1,250)	(1,250)	(1,250)
101-750-712.002	Retirement - HCSP	3,114	2,250	2,980	2,250	2,250	2,250
101-750-712.003	Medical Insurance - Retirees	0	0	0	0	0	0
101-750-712.004	Medical Insurance - Retiree Cont.	0	0	0	0	0	0
101-750-712.005	Medical Insurance - HSA	3,508	4,100	4,350	4,500	4,500	4,500
101-750-713.000	Life Insurance	872	350	999	350	350	350
101-750-714.000	Retirement - DB (Active Employees)	11,962	12,500	13,632	12,500	13,769	14,991

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
101-750-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
101-750-714.003	Retirement - DB (Retirees)	9,836	8,000	9,273	10,000	10,000	10,000
101-750-714.500	Retirement - DC (Active Employees)	0	0	0	0	0	0
101-750-715.000	Worker's Compensation	2,336	2,100	3,461	4,000	4,000	4,000
101-750-716.000	Unemployment Compensation	18	50	11	50	50	50
101-750-720.000	Tuition, Training and Education	0	750	0	750	750	750
101-750-727.000	Office Supplies	485	2,000	295	2,000	2,000	2,000
101-750-728.000	Postage	0	0	0	0	0	0
101-750-728.500	Newsletter Delivery	1,090	750	814	750	750	750
101-750-729.000	Recreation Program Supplies	3,846	7,500	6	7,500	6,000	6,000
101-750-730.000	Special Program Supplies	28,985	30,000	3,201	25,000	25,000	25,000
101-750-731.000	Operating Supplies	1,796	5,000	1,977	5,000	4,000	4,000
101-750-733.000	Janitorial Supplies	1,775	0	892	0	0	0
101-750-734.000	Building Maintenance Supplies	270	0	0	0	0	0
101-750-736.000	Computer Supplies	0	0	0	0	0	0
101-750-790.000	Books & Periodicals	0	0	0	0	0	0
101-750-803.000	Janitorial Contract	13,804	12,100	1,058	12,100	12,100	12,100
101-750-803.700	Exterminator Service	1,636	600	612	600	600	600
101-750-809.000	Contractual Services	17,581	28,000	8,424	28,000	28,000	28,000
101-750-809.700	Alarm System	0	0	0	0	0	0
101-750-827.200	Charges for Services - IT	8,274	8,423	8,423	8,541	8,660	8,782
101-750-851.000	Communications	0	0	0	0	0	0
101-750-861.000	Mileage Allowance	173	500	0	500	500	500
101-750-883.000	Sports	5,372	7,500	2,278	7,500	7,500	7,500
101-750-884.000	Spring & Summer Sports	0	0	0	0	0	0
101-750-890.000	Service Charges	464	0	429	0	0	0
101-750-904.000	Printing Newsletter	0	0	0	0	0	0
101-750-920.000	Public Utilities	25,535	24,500	24,284	25,000	25,000	25,000
101-750-929.000	Equipment Maintenance	39	2,500	31	2,500	2,500	2,500
101-750-931.000	Building Maintenance	19,106	15,000	9,879	15,000	15,000	15,000
101-750-934.000	Parks Maintenance	8,802	7,500	11,978	12,500	12,500	12,500
101-750-955.000	Miscellaneous Expenses	24	0	0	0	0	0
101-750-955.300	Transportation	0	0	0	0	0	0
101-750-956.000	Conferences and Workshops	1,277	1,500	0	1,500	1,500	1,500
101-750-958.000	Memberships and Dues	675	750	0	750	750	750
101-750-961.000	Misc Program Supplies	0	0	0	0	0	0
101-750-970.000	Capital Outlay	53,590	35,000	120	35,000	35,000	35,000
<i>Totals for Department 750 - Recreation</i>		<i>375,382</i>	<i>387,773</i>	<i>235,181</i>	<i>394,937</i>	<i>396,776</i>	<i>401,142</i>
Department 863 - Retirement Services							
101-863-712.000	Medical Insurance	0	0	0	0	0	0
101-863-712.001	Medical Insurance - Employee Cont.	0	0	0	0	0	0
101-863-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
101-863-714.002	OPEB Trust Contributions	5,000	5,000	5,000	5,000	5,000	5,000
<i>Totals for Department 863 - Retirement Services</i>		<i>5,000</i>	<i>5,000</i>	<i>5,000</i>	<i>5,000</i>	<i>5,000</i>	<i>5,000</i>
Department 966 - Transfers Out							
101-966-999.218	Transfers Out - Infrastructure	0	0	0	0	0	0
101-966-999.251	Transfers Out - Pool Operating	0	0	0	0	0	0
101-966-999.259	Transfers Out - SCAF-RF	0	0	0	0	0	0
101-966-999.351	Transfers Out - Debt Service	0	0	0	0	0	0
	Transfers Out - Capital						
101-966-999.401	Improvement	60,000	50,000	50,000	100,000	100,000	100,000

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
	<i>Totals for Department 966 - Transfers Out</i>	60,000	50,000	50,000	100,000	100,000	100,000
TOTAL APPROPRIATIONS		2,888,175	2,992,341	2,456,145	3,176,160	3,219,264	3,260,459
NET OF REVENUES/APPROPRIATIONS - FUND 101		252,620	55,397	625,858	32,434	51,470	45,400
BEGINNING FUND BALANCE		980,449	1,233,021	1,233,021	1,288,418	1,320,852	1,372,322
FUND BALANCE ADJUSTMENTS		(48)	0	0	0	0	0
ENDING FUND BALANCE		1,233,021	1,288,418	1,858,879	1,320,852	1,372,322	1,417,722

D. Special Revenue Funds

202. Major Street Fund

Fund 202 provides for the maintenance of major streets. Major activities include the maintenance and repair of traffic directional signage, pothole patching and other ongoing maintenance, street sweeping, and winter snow and ice removal.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
FUND 202 - MAJOR STREET FUND							
REVENUES							
202-000-579.000	Act 51 Gas Tax Funding	189,043	185,000	155,076	185,000	204,000	211,000
202-000-579.750	Extra Public Act Funding	0	0	0	0	0	0
202-000-665.000	Interest & Dividend Income	173	50	4	50	50	50
TOTAL REVENUES		189,216	185,050	155,080	185,050	204,050	211,050
APPROPRIATIONS							
Department 463 - Street Maintenance							
202-463-731.000	Operating Supplies	0	1,000	48	1,000	1,000	1,000
202-463-809.000	Contractual Services	0	0	0	0	0	0
202-463-810.000	Public Works Contract	23,270	27,500	13,635	27,500	27,500	27,500
202-463-827.000	Administrative Service Charge	0	0	0	0	0	0
202-463-890.000	Service Charges	0	0	0	0	0	0
202-463-955.000	Miscellaneous Expenses	0	0	0	0	0	0
<i>Totals for Department 463 - Street Maintenance</i>		<i>23,270</i>	<i>28,500</i>	<i>13,683</i>	<i>28,500</i>	<i>28,500</i>	<i>28,500</i>
Department 474 - Traffic Services							
202-474-731.000	Operating Supplies	300	2,500	4,526	2,500	2,500	2,500
202-474-810.000	Public Works Contract	0	1,500	39	1,500	1,500	1,500
202-474-935.000	Traffic Control	6,915	6,500	3,462	6,500	6,500	6,500
<i>Totals for Department 474 - Traffic Services</i>		<i>7,215</i>	<i>10,500</i>	<i>8,027</i>	<i>10,500</i>	<i>10,500</i>	<i>10,500</i>
Department 478 - Winter Services							
202-478-731.000	Operating Supplies	6,016	12,500	9,751	12,500	12,500	12,500
202-478-810.000	Public Works Contract	19,789	25,000	32,705	25,000	25,000	25,000
<i>Totals for Department 478 - Winter Services</i>		<i>25,805</i>	<i>37,500</i>	<i>42,456</i>	<i>37,500</i>	<i>37,500</i>	<i>37,500</i>
Department 910 - Capital Assets							
202-910-970.446	Capital Outlay - Streets & Alleys	69,782	60,000	41,968	60,000	60,000	60,000
<i>Totals for Department 910 - Capital Assets</i>		<i>69,782</i>	<i>60,000</i>	<i>41,968</i>	<i>60,000</i>	<i>60,000</i>	<i>60,000</i>
Department 920 - Administration							
202-920-827.000	Administrative Service Charges	11,500	11,500	11,500	11,500	11,500	11,500
202-920-890.000	Service Charges	207	500	494	500	500	500
202-920-955.000	Miscellaneous Expenses	270	2,000	3,631	2,000	2,000	2,000
<i>Totals for Department 920 - Administration</i>		<i>11,977</i>	<i>14,000</i>	<i>15,625</i>	<i>14,000</i>	<i>14,000</i>	<i>14,000</i>

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Department 966 - Transfers Out							
202-966-999.203	Transfers Out - Local Streets	45,000	45,000	45,000	45,000	45,000	45,000
202-966-999.401	Transfers Out - Capital Improvement	0	0	0	0	0	0
<i>Totals for Department 966 - Transfers Out</i>		<i>45,000</i>	<i>45,000</i>	<i>45,000</i>	<i>45,000</i>	<i>45,000</i>	<i>45,000</i>
TOTAL APPROPRIATIONS		183,049	195,500	166,759	195,500	195,500	195,500
NET OF REVENUES/APPROPRIATIONS - FUND 202							
BEGINNING FUND BALANCE		6,167	(10,450)	(11,679)	(10,450)	8,550	15,550
ENDING FUND BALANCE		113,055	119,222	119,222	108,772	98,322	106,872
		119,222	108,772	107,543	98,322	106,872	122,422

D. Special Revenue Funds

203. Local Street Fund

203. Local Street Fund

Fund 203 provides for the maintenance of local streets. Major activities include the maintenance and repair of traffic directional signage, pothole patching and other ongoing maintenance, street sweeping, and winter snow and ice removal.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 203 - LOCAL STREET FUND							
REVENUES							
203-000-569.000	State Grants - Other	0	0	0	0	0	0
203-000-574.048	METRO Act	8,930	7,500	0	7,500	7,500	7,500
203-000-579.000	Act 51 Gas Tax Funding	64,429	63,000	52,851	63,000	69,500	72,000
203-000-665.000	Interest & Dividend Income	210	40	4	40	40	40
203-000-679.000	Refunds & Rebates	0	0	0	0	0	0
203-000-699.202	Transfers In - Major Streets	45,000	45,000	45,000	45,000	45,000	45,000
TOTAL REVENUES		118,569	115,540	97,855	115,540	122,040	124,540
APPROPRIATIONS							
Department 463 - Street Maintenance							
203-463-731.000	Operating Supplies	0	1,000	72	500	500	500
203-463-809.000	Contractual Services	0	0	0	0	0	0
203-463-810.000	Public Works Contract	43,223	25,000	23,085	25,000	25,000	25,000
203-463-814.000	Engineering Services	0	0	0	0	0	0
203-463-827.000	Administrative Service Charge	0	0	0	0	0	0
203-463-890.000	Service Charges	0	0	0	0	0	0
203-463-955.000	Miscellaneous Expenses	0	0	0	0	0	0
<i>Totals for Department 463 - Street Maintenance</i>		43,223	26,000	23,157	25,500	25,500	25,500
Department 474 - Traffic Services							
203-474-731.000	Operating Supplies	2,468	4,000	7,303	4,000	4,000	4,000
203-474-810.000	Public Works Contract	905	3,000	0	1,000	1,000	1,000
<i>Totals for Department 474 - Traffic Services</i>		3,373	7,000	7,303	5,000	5,000	5,000
Department 478 - Winter Services							
203-478-731.000	Operating Supplies	4,011	12,500	10,037	12,500	12,500	12,500
203-478-810.000	Public Works Contract	26,045	27,500	49,057	27,500	27,500	27,500
<i>Totals for Department 478 - Winter Services</i>		30,056	40,000	59,094	40,000	40,000	40,000
Department 910 - Capital Assets							
203-910-970.446	Capital Outlay - Streets & Alleys	47,775	40,000	34,572	40,000	40,000	40,000
<i>Totals for Department 910 - Capital Assets</i>		47,775	40,000	34,572	40,000	40,000	40,000
Department 920 - Administration							
203-920-814.000	Engineering Services	0	1,000	420	1,000	1,000	1,000
203-920-827.000	Administrative Service Charges	3,900	3,900	3,900	3,900	3,900	3,900
203-920-890.000	Service Charges	192	300	589	300	300	300
203-920-955.000	Miscellaneous Expenses	0	1,000	0	1,000	1,000	1,000
<i>Totals for Department 920 - Administration</i>		4,092	6,200	4,909	6,200	6,200	6,200

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Department 966 - Transfers Out							
203-966-999.218	Transfers Out - Infrastructure	0	0	0	0	0	0
	<i>Totals for Department 910 - Transfers Out</i>	0	0	0	0	0	0
<hr/>							
TOTAL APPROPRIATIONS		128,519	119,200	129,035	116,700	116,700	116,700
<hr/>							
NET OF REVENUES/APPROPRIATIONS - FUND 203		(9,950)	(3,660)	(31,180)	(1,160)	5,340	7,840
BEGINNING FUND BALANCE		104,608	94,658	94,658	90,998	89,838	95,178
ENDING FUND BALANCE		94,658	90,998	63,478	89,838	95,178	103,018

218. Infrastructure Improvements

Fund 218 provides for the City's infrastructure improvement program, consisting primarily of road reconstruction projects. The program is funded by a 20-year infrastructure improvement approved by the voters in 2014 as a renewal of an earlier 20-year millage. The City sold bonds with a face value of \$3,000,000 in April of 2017 to provide funding for the completion of the street reconstruction program in 2017 and 2018. The term of the bond is 15 years, and it is being repaid using the annual infrastructure millage funds.

Together with the DDA Fund 260, Fund 218 is funding the local match for the Woodward streetscape project in FY22. The DDA will repay Fund 218 for this expense over the coming years.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 218 - INFRASTRUCTURE IMPROVEMENTS							
ESTIMATED REVENUES							
218-000-406.000	Infrastructure Taxes	418,975	431,208	420,436	440,000	446,160	452,406
218-000-406.500	Parks Improvement Taxes	0	0	0	0	0	0
218-000-532.000	Local Grants	0	0	0	0	0	0
218-000-573.000	Local Community Stabilization	3,332	3,000	2,144	2,000	2,000	2,000
218-000-665.000	Interest & Dividend Income	23,321	5,000	6,640	5,000	5,000	5,000
218-000-675.000	Contributions & Donations	0	0	0	0	0	0
218-000-679.000	Refunds & Rebates	0	0	2,398	0	0	0
218-000-698.000	Bond/Note Issuance @ Face Value	0	0	0	0	0	0
218-000-699.101	Transfers In - General Fund	0	0	0	0	0	0
218-000-699.203	Transfers In - Local Roads	0	0	0	0	0	0
218-000-699.259	Transfers In - SCAF	0	0	0	0	0	0
218-000-699.260	Transfers In - DDA	0	0	0	0	75,000	75,000
TOTAL REVENUES		445,628	439,208	431,618	447,000	528,160	534,406
APPROPRIATIONS							
Department 905 - Long-Term Debt Retirement							
218-905-816.000	Paying Agent Fees	500	0	1,000	1,000	1,000	1,000
218-905-816.001	Bond Issuance Costs	0	0	0	0	0	0
218-905-991.044	Principal: 2017 Street Bonds	155,000	160,000	160,000	170,000	175,000	185,000
218-905-995.044	Interest: 2017 Street Bonds	83,175	78,450	78,450	73,500	68,325	62,925
<i>Totals for department 910 - Long-Term Debt Retirement</i>		<i>238,675</i>	<i>238,450</i>	<i>239,450</i>	<i>244,500</i>	<i>244,325</i>	<i>248,925</i>
Department 910 - Capital Outlay							
218-910-970.003	Capital Outlay - Facilities	2,092	0	0	0	0	0
218-910-970.446	Capital Outlay - Streets & Alleys	442,504	50,000	28,950	500,000	200,000	200,000
218-910-970.750	Capital Outlay - Recreation	220,658	100,000	92,590	0	0	0
<i>Totals for department 910 - Capital Outlay</i>		<i>665,254</i>	<i>150,000</i>	<i>121,540</i>	<i>500,000</i>	<i>200,000</i>	<i>200,000</i>
Department 920 - Service Charges							
218-920-890.000	Service Charges	402	0	875	0	0	0
<i>Totals for department 910 - Capital Outlay</i>		<i>402</i>	<i>0</i>	<i>875</i>	<i>0</i>	<i>0</i>	<i>0</i>

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Department 966 - Transfers Out							
218-966-999.259	Transfers Out - SCAF-RF	0	0	0	0	0	0
218-966-999.401	Transfers Out - Capital Improvement	0	0	0	0	0	0
	<i>Totals for department 966 - Transfers Out</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
TOTAL APPROPRIATIONS		904,331	388,450	361,865	744,500	444,325	448,925
NET OF REVENUES/APPROPRIATIONS - FUND 218							
		(458,703)	50,758	69,753	(297,500)	83,835	85,481
BEGINNING FUND BALANCE		1,174,672	715,969	715,969	766,727	469,227	553,062
ENDING FUND BALANCE		715,969	766,727	785,722	469,227	553,062	638,543

D. Special Revenue Funds

226. Solid Waste Fund

226. Solid Waste Fund

Fund 226 provides for the collection and disposal of all solid waste, recycling services, and brush pickup/removal.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 226 - SOLID WASTE FUND							
ESTIMATED REVENUES							
226-000-403.000	Refuse Collection Taxes	239,246	246,237	240,083	249,684	253,180	256,724
226-000-531.000	Federal Grants	0	0	0	0	0	0
226-000-573.000	Local Community Stabilization	1,903	0	1,224	1,000	1,000	1,000
226-000-630.000	Service Charges	156,121	160,000	139,280	165,585	167,903	170,254
226-000-642.000	Sales	169	300	395	300	300	300
226-000-662.000	Utility Bill Penalties	1,940	2,000	0	2,000	2,000	2,000
226-000-665.000	Interest & Dividend Income	234	30	2	30	30	30
TOTAL REVENUES		399,613	408,567	380,984	418,599	424,413	430,308
APPROPRIATIONS							
Department 248 - General Government							
226-248-702.000	Administration Wages	30,385	30,500	28,962	35,070	35,771	36,487
226-248-704.000	Part-Time Wages	0	3,200	0	3,200	3,245	3,290
226-248-711.000	Social Security & Medicare	2,242	2,400	2,108	2,400	2,434	2,468
226-248-712.000	Medical Insurance	6,265	5,750	6,215	5,750	5,865	5,982
226-248-712.001	Medical Insurance - Employee Cont.	(612)	0	(566)	0	0	0
226-248-712.002	Retirement - HCSP	659	500	638	500	500	500
226-248-712.003	Medical Insurance - Retirees	868	1,500	882	1,000	1,000	1,000
226-248-712.004	Medical Insurance - Retiree Cont.	(83)	0	(70)	0	0	0
226-248-712.005	Medical Insurance - HSA	690	100	1,160	1,000	1,000	1,000
226-248-713.000	Life Insurance	265	100	301	250	250	250
226-248-714.000	Retirement - DB (Active Employees)	216	750	478	500	600	700
226-248-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
226-248-714.003	Retirement - DB (Retirees)	0	1,050	0	0	0	0
226-248-714.500	Retirement - DC (Active Employees)	1,087	1,050	985	1,100	1,150	1,200
226-248-715.000	Worker's Compensation	202	250	300	250	250	250
226-248-716.000	Unemployment Compensation	7	25	4	25	25	25
226-248-890.000	Service Charges	59	500	503	500	500	500
<i>Totals for department 248 - General Government</i>		<i>42,250</i>	<i>47,675</i>	<i>41,900</i>	<i>51,545</i>	<i>52,590</i>	<i>53,652</i>
Department 528 - Refuse Collection & Disposal							
226-528-805.000	Refuse Collections Contract	212,673	225,070	191,114	232,947	236,209	239,516
226-528-806.250	Special Household Waste Prog	2,584	3,000	2,905	2,500	2,500	2,500
226-528-810.000	Public Works Contract	48,449	40,000	41,935	40,000	40,000	40,000
226-528-810.001	Leaf Collection	64,440	60,000	55,688	62,500	62,500	62,500
226-528-810.100	Street Sweeping	6,270	13,000	7,360	10,000	10,000	10,000
226-528-827.000	Administrative Service Charge	15,889	16,175	16,175	16,401	16,631	16,864
226-528-827.200	Charges for Services - IT	7,866	8,008	8,008	8,120	8,234	8,349
<i>Totals for department 528 - Refuse Collection & Disposal</i>		<i>358,171</i>	<i>365,253</i>	<i>323,185</i>	<i>372,469</i>	<i>376,074</i>	<i>379,729</i>

D. Special Revenue Funds

226. Solid Waste Fund

Account Number Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
TOTAL APPROPRIATIONS	400,421	412,928	365,085	424,014	428,663	433,381
NET OF REVENUES/APPROPRIATIONS - FUND 226	(808)	(4,361)	15,899	(5,415)	(4,250)	(3,072)
BEGINNING FUND BALANCE	37,811	37,003	37,003	32,642	27,227	22,977
ENDING FUND BALANCE	37,003	32,642	52,902	27,227	22,977	19,905

D. Special Revenue Funds

251. Pool/Fitness Facility

251. Pool/Fitness Facility

Fund 251 provides for the operation and maintenance of the community pool and wellness center. Most revenues are provided by a 25-year operating millage approved by the voters in 2003.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 251 - POOL/FITNESS FACILITY							
ESTIMATED REVENUES							
251-000-408.000	Pool Operating Taxes	177,628	182,816	178,246	186,536	190,266	192,930
251-000-573.000	Local Community Stabilization	1,413	1,400	909	1,000	1,000	1,000
251-000-636.100	Pool Visitor Fees	2,090	500	665	500	500	500
251-000-636.200	Swimming Lesson Fees	1,925	4,000	0	4,000	4,000	4,000
251-000-636.300	Swim Team Fees	5,675	37,500	33,857	37,500	37,500	37,500
251-000-636.400	Synchronized Swimming Fees	0	0	0	0	0	0
251-000-665.000	Interest & Dividend Income	157	20	5	20	20	20
251-000-671.000	Miscellaneous Other Revenues	660	0	70	0	0	0
251-000-698.000	Bond/Note Issuance @ Face Value	0	0	0	0	0	0
251-000-699.101	Transfers In - General Fund	0	0	0	0	0	0
251-000-699.258	Transfers In - SCAF-PSRF	0	0	0	0	0	0
251-000-699.259	Transfers In - SCAF	0	0	0	0	0	0
TOTAL REVENUES		189,548	226,236	213,752	229,556	233,286	235,950
APPROPRIATIONS							
Department 750 - Recreation							
251-750-970.000	Capital Outlay	25,695	12,000	0	12,000	12,000	12,000
251-750-983.000	Leased Assets	9,692	0	0	0	0	0
<i>Totals for department 750 - Recreation</i>		<i>35,387</i>	<i>12,000</i>	<i>0</i>	<i>12,000</i>	<i>12,000</i>	<i>12,000</i>
Department 759 - Pool/Fitness Facility Operations							
251-759-702.000	Administration Wages	0	0	0	0	0	0
251-759-704.000	Part-Time Wages	28,395	42,000	0	55,000	55,000	55,000
251-759-711.000	Social Security & Medicare	2,883	5,200	0	5,200	5,200	5,200
251-759-712.000	Medical Insurance	0	0	0	0	0	0
251-759-712.001	Medical Insurance - Employee Cont.	0	0	0	0	0	0
251-759-712.002	Retirement - HCSP	0	0	0	0	0	0
251-759-713.000	Life Insurance	0	0	0	0	0	0
251-759-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
251-759-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
251-759-715.000	Worker's Compensation	948	1,050	1,405	1,050	1,050	1,050
251-759-716.000	Unemployment Compensation	0	0	0	0	0	0
251-759-727.000	Office Supplies	0	0	0	0	0	0
251-759-728.000	Postage	0	0	0	0	0	0
251-759-731.000	Operating Supplies	2,668	8,500	4,924	8,500	8,500	8,500
251-759-731.500	Pool Chemicals	0	7,500	0	6,500	6,500	6,500
251-759-733.000	Janitorial Supplies	68	150	0	150	150	150
251-759-738.000	Licenses & Permits	70	150	156	150	150	150
251-759-803.000	Janitorial Contract	8,034	9,000	670	9,000	9,000	9,000
251-759-809.000	Contractual Services	0	0	0	0	0	0

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
251-759-827.000	Administrative Service Charge	13,992	13,480	14,230	13,669	13,860	14,054
251-759-827.200	Charges for Services - IT	2,759	2,809	2,809	2,848	2,888	2,929
251-759-851.000	Communications	0	0	0	0	0	0
251-759-880.200	Swim Team	18,918	42,500	777	42,500	42,500	42,500
251-759-880.300	Suits & Sweats/uniforms	(725)	0	0	0	0	0
251-759-880.400	Synchronized Swimming	260	250	0	250	250	250
251-759-890.000	Service Charges	151	200	961	200	200	200
251-759-920.000	Public Utilities	11,687	12,500	4,403	12,500	12,500	12,500
251-759-920.300	Utilities - Water	6,893	16,000	339	10,000	10,000	10,000
251-759-929.000	Equipment Maintenance	837	6,000	345	3,500	3,500	3,500
251-759-929.500	Pool Maintenance	10,887	12,500	16,471	12,500	12,500	12,500
251-759-931.000	Building Maintenance	3,305	12,500	15,489	12,500	12,500	12,500
251-759-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for dept 759 - Pool/Fitness Facility Operations</i>		<i>112,030</i>	<i>192,289</i>	<i>62,979</i>	<i>196,017</i>	<i>196,248</i>	<i>196,483</i>
TOTAL APPROPRIATIONS		147,417	204,289	62,979	208,017	208,248	208,483
NET OF REVENUES/APPROPRIATIONS - FUND 251		42,131	21,947	150,773	21,539	25,038	27,467
BEGINNING FUND BALANCE		3,458	45,589	45,589	67,536	89,075	114,113
ENDING FUND BALANCE		45,589	67,536	196,362	89,075	114,113	141,580

258. Segregated Capital Assets Fund – Parks Special Revenue Fund (SCAF-PSRF)

The Segregated Capital Assets Fund (SCAF) includes settlement funds that are invested in various accounts. SCAF consists of two constituent parts – a Parks Special Revenue Fund invested under the terms of Section 7a of Public Act 20 of 1943 (MCL 129.97a), and a Remainder Fund invested under the terms of Section 1 of Public Act 20 of 1943 (MCL 129.91).

As restricted by Sections 2-255 through 2-263 of the City’s Code of Ordinances, the City may use interest and investment returns for purposes specified in the Ordinance. The principal balance of the funds (“corpus”) may not be used, spent, or diverted without a supermajority vote of the Commission following the procedures set forth in Section 2-261 of the Code of Ordinances.

The restricted corpus (principal) amount of the SCAF is \$3,242,872, which was the settlement amount received by the City during fiscal year 1995. On January 13, 2015, the City Commission passed ordinance 408 which created the SCAF Parks Special Revenue Fund (SCAF-PSRF) and allocated \$2,000,000 of the total SCAF principal balance to the SCAF-PSRF and by ordinance established that that protected corpus (principal) balance be indexed for inflation. This left \$1,242,872 as the restricted corpus (principal) balance of the SCAF Remainder Fund (SCAF-RF). The SCAF-RF principal balance is not indexed for inflation.

The SCAF-PSRF was invested in March of 2015. For the purposes of inflation indexing, the City uses the Consumer Price Index for All Urban Consumers (CPI-U) for the Detroit-Ann Arbor-Flint, MI region as calculated by the United States Bureau of Labor Statistics.⁴ The baseline CPI-U value for the SCAF-PSRF is 221.784, the annual value for 2014 which was the most recent available annual published value when the SCAF-PSRF was invested. The SCAF-PSRF restricted corpus (principal) balance is updated each year using the annual CPI-U value for the year preceding for budgeting purposes.

The following table summarizes the yearly performance of the SCAF-PSRF, the CPI-U value, and preceding year cash returns. The funds available for spending are the greater of the market value of the fund minus the inflation-indexed corpus value, or the preceding year cash returns. The SCAF-PSRF fund is projected to return \$50,000 in cash returns over the July 1, 2021 through June 30, 2022 period.

A total of \$300,000 has been withdrawn from the SCAF-PSRF over the course of its existence to support recreation capital investments: \$100,000 in FY18 to fund the renovation of the Big Room at the Community Center, and \$100,000 each in FY20 and FY21 to support the construction of the pavilions at the pool and Gainsboro Park. Even with these withdrawals, the SCAF-PSRF fund has grown to \$2,742,926 as of March 31, 2021. When the \$300,000 of withdrawals are included, the SCAF-PSRF has grown by 54% in the 6 years since 2015.

⁴

https://data.bls.gov/timeseries/CUURS23BSA0?amp%253bdata_tool=XGtable&output_view=data&include_graphs=true

SCAF-PSRF Summary Table

Date	Market Value	CPI-U Value	Inflation-Indexed Corpus Value	Preceding Year Cash Returns	Available Funds
March 31, 2015	\$2,000,000	221.784	\$2,000,000	--	--
March 31, 2016	\$1,947,373	218.706	\$1,972,243	\$17,547	\$17,547
March 31, 2017	\$2,132,749	222.167	\$2,003,454	\$49,386	\$129,295
March 31, 2018	\$2,196,323	226.896	\$2,046,099	\$52,867	\$150,224
March 31, 2019	\$2,309,551	232.250	\$2,094,380	\$58,791	\$215,171
March 31, 2020	\$2,104,435	235.267	\$2,121,587	\$59,952	\$59,952
March 31, 2021	\$2,742,926	237.659	\$2,143,157	\$55,606	\$599,769

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 258 - SCAF PARKS SPECIAL REVENUE FUND							
ESTIMATED REVENUES							
258-000-665.000	Interest & Dividend Income	59,962	50,000	45,579	50,000	52,500	55,000
258-000-665.100	Unrealized/Realized Gain/Loss	59,010	0	482,548	0	0	0
TOTAL REVENUES		118,972	50,000	528,127	50,000	52,500	55,000
APPROPRIATIONS							
Department 966 - Transfers Out							
258-966-999.101	Transfers Out - General Fund	0	0	0	0	0	0
258-966-999.251	Transfers Out - Pool Operating	0	0	0	0	0	0
	Transfers Out - Capital						
258-966-999.401	Improvement	100,000	100,000	100,000	0	0	0
	<i>Totals for department 966 - Transfers Out</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>	<i>0</i>	<i>0</i>	<i>0</i>
TOTAL APPROPRIATIONS		100,000	100,000	100,000	0	0	0
NET OF REVENUES/APPROPRIATIONS - FUND 258		18,972	(50,000)	428,127	50,000	52,500	55,000
BEGINNING FUND BALANCE		2,383,036	2,402,008	2,402,008	2,352,008	2,402,008	2,454,508
ENDING FUND BALANCE		2,402,008	2,352,008	2,830,135	2,402,008	2,454,508	2,509,508

D. Special Revenue Funds

259. Segregated Capital Assets Fund Remainder Fund (SCAF-RF)

259. Segregated Capital Assets Fund Remainder Fund (SCAF-RF)

\$1,242,872 is the restricted corpus (principal) balance of the SCAF Remainder Fund (SCAF-RF). The SCAF-RF principal balance is not indexed for inflation. The SCAF-RF has been used to finance the construction of Gainsboro Park. The recreation expenditures will be repaid using the park improvement millage which runs through FY24-25.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 259 - SCAF REMAINDER FUND							
ESTIMATED REVENUES							
259-000-406.500	Parks Improvement Taxes	105,802	105,973	106,159	111,101	112,657	114,234
259-000-540.000	State Grant	0	0	0	0	0	0
259-000-573.000	Local Community Stabilization	842	0	541	500	500	500
259-000-665.000	Interest & Dividend Income	12,720	1,000	5,112	1,000	1,000	1,000
259-000-665.100	Unrealized/Realized Gain/Loss	0	0	0	0	0	0
259-000-665.260	Interest Income - DDA	0	0	0	0	0	0
259-000-699.218	Transfers In - Infrastructure	0	0	0	0	0	0
259-000-699.101	Transfers In - General Fund	0	0	0	0	0	0
TOTAL REVENUES		119,364	106,973	111,812	112,601	114,157	115,734
APPROPRIATIONS							
Department 248 - General Government							
259-248-890.000	Service Charges	207	100	176	200	200	200
<i>Totals for department 248 - General Government</i>		<i>207</i>	<i>100</i>	<i>176</i>	<i>200</i>	<i>200</i>	<i>200</i>
Department 910 - Capital Assets							
259-910-970.750	Capital Outlay - Recreation	0	0	0	0	0	0
<i>Totals for department 248 - General Government</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Department 966 - Transfers Out							
259-966-999.218	Transfers Out - Infrastructure	0	0	0	0	0	0
259-966-999.251	Transfers Out - Pool Operating	0	0	0	0	0	0
259-966-999.351	Transfers Out - Debt Service	0	0	0	0	0	0
<i>Totals for department 966 - Transfers Out</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
TOTAL APPROPRIATIONS		207	100	176	200	200	200
NET OF REVENUES/APPROPRIATIONS - FUND 259		119,157	106,873	111,636	112,401	113,957	115,534
BEGINNING FUND BALANCE		608,781	727,938	727,938	834,811	947,212	1,061,169
FUND BALANCE ADJUSTMENTS							
ENDING FUND BALANCE		727,938	834,811	839,574	947,212	1,061,169	1,176,703

260. Downtown Development Authority

Fund 260 provides for the collection of TIFA taxes and the expenditure of funds on activities in support of the Downtown Development Authority's Development Plan. The DDA paid for the alley reconstruction from 10 Mile to Devonshire during the 2015-16 through 2017-18 budget years. In FY22 the DDA will fund the reconstruction of the Woodward streetscape, including the addition of a cycle track from Sylvan to I-696, a \$1.6 million project that is being funded in part by \$1 million in grants from EGLE and MDOT.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 260 - DOWNTOWN DEVELOPMENT AUTHORITY							
ESTIMATED REVENUES							
260-000-405.000	T.I.F.A. Taxes	93,651	91,870	94,572	105,448	106,925	108,422
260-000-410.500	Delinquent Tax Collection	225	100	779	100	100	101
260-000-540.000	State Grant	0	0	0	0	0	0
260-000-573.000	Local Community Stabilization	3,514	2,500	3,474	2,500	2,500	2,535
260-000-665.000	Interest & Dividend Income	464	25	9	25	25	25
260-000-671.000	Miscellaneous Other Revenues	0	250	0	250	250	250
260-000-675.000	Contributions & Donations	5,000	20,000	28,481	0	0	0
TOTAL REVENUES		102,854	114,745	127,315	108,323	109,800	111,333
APPROPRIATIONS							
Department 730 - Development Activities							
260-730-731.000	Operating Supplies	0	0	0	0	0	0
260-730-740.200	Sales Tax Expense	0	30	0	0	0	0
260-730-809.000	Contractual Services	40,720	100,000	71,170	25,000	0	0
260-730-827.000	Administrative Service Charge	14,200	14,200	14,200	14,200	14,200	14,200
260-730-880.000	Community Promotion	1,350	3,000	0	1,000	1,000	1,000
260-730-890.000	Service Charges	448	500	1,210	500	500	500
260-730-955.000	Miscellaneous Expenses	0	500	0	50	50	50
260-730-955.200	Concerts in the Park	0	0	0	0	0	0
260-730-955.400	Brick Paver Program	61	0	0	0	0	0
260-730-955.500	Development Grant	0	3,000	0	500	500	500
260-730-970.000	Capital Outlay	0	0	0	200,000	0	0
260-730-991.100	Principal: Governmental Debt	0	0	0	0	0	0
260-730-995.100	Interest: Governmental Debt	0	0	0	0	0	0
260-730-999.218	Transfers Out - Infrastructure	0	0	0	0	75,000	75,000
<i>Totals for department 730 - Development Activities</i>		<i>56,779</i>	<i>121,230</i>	<i>86,580</i>	<i>241,250</i>	<i>91,250</i>	<i>91,250</i>
TOTAL APPROPRIATIONS		56,779	121,230	86,580	241,250	91,250	91,250
NET OF REVENUES/APPROPRIATIONS - FUND 260		46,075	(6,485)	40,735	(132,927)	18,550	20,083
BEGINNING FUND BALANCE		142,292	188,367	188,367	181,882	48,955	67,505
ENDING FUND BALANCE		188,367	181,882	229,102	48,955	67,505	87,589

D. Special Revenue Funds

271. Library Fund

Fund 271 provides for the collection of library services taxes and the annual payment of Pleasant Ridge's contract with the Huntington Woods library. Library services are funded by a 0.5 mill property tax adopted by the voters in 2019 for tax years 2020-21 through 2024-25. The City levies 0.3564 mills to generate the required revenue.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 271 - LIBRARY FUND							
ESTIMATED REVENUES							
271-000-407.000	Library Taxes	56,532	58,180	56,722	59,355	60,186	61,028
271-000-573.000	Local Community Stabilization	450	0	289	0	0	0
271-000-665.000	Interest & Dividend Income	76	20	1	20	20	20
TOTAL REVENUES		57,058	58,200	57,012	59,375	60,206	61,048
APPROPRIATIONS							
Department 299 - Library							
271-299-800.000	Library Services Contract	43,038	43,400	43,640	44,008	44,624	45,248
271-299-827.000	Administrative Service Charge	13,665	13,911	13,911	14,106	14,303	14,503
271-299-890.000	Service Charges	23	225	196	175	175	175
<i>Totals for department 299 - Library</i>		<i>56,726</i>	<i>57,536</i>	<i>57,747</i>	<i>58,288</i>	<i>59,102</i>	<i>59,927</i>
TOTAL APPROPRIATIONS		56,726	57,536	57,747	58,288	59,102	59,927
NET OF REVENUES/APPROPRIATIONS - FUND 271		332	664	(735)	1,086	1,104	1,121
BEGINNING FUND BALANCE		10,576	10,908	10,908	11,572	12,658	13,762
ENDING FUND BALANCE		10,908	11,572	10,173	12,658	13,762	14,883

297. Historical Fund

Fund 297 provides for the funding of projects and activities undertaken by the Historical Commission. These activities are funded by the Commission's annual Home and Garden tour.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 297 - HISTORICAL FUND							
ESTIMATED REVENUES							
297-000-642.000	Sales	4,150	250	560	250	250	250
297-000-651.000	Use & Admission Fees	6,441	0	0	5,000	5,500	5,500
297-000-654.000	Ticket Sales & Field Trips	0	0	320	0	0	0
297-000-665.000	Interest & Dividend Income	30	10	1	10	10	10
297-000-675.000	Contributions & Donations	2,550	350	0	350	350	350
TOTAL REVENUES		13,171	610	881	5,610	6,110	6,110
APPROPRIATIONS							
Department 803 - Historic Activities							
297-803-727.000	Office Supplies	0	0	0	0	0	0
297-803-728.500	Newsletter Delivery	0	0	0	0	0	0
297-803-731.000	Operating Supplies	5,930	500	161	5,000	5,500	5,500
297-803-740.200	Sales Tax Expense	0	30	0	30	30	30
297-803-827.000	Administrative Service Charge	0	0	0	0	0	0
297-803-890.000	Service Charges	30	100	85	100	100	100
297-803-931.000	Building Maintenance	150	650	0	650	650	650
297-803-955.000	Miscellaneous Expenses	40	500	50	500	500	500
297-803-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for department 803 - Historic Activities</i>		<i>6,150</i>	<i>1,780</i>	<i>296</i>	<i>6,280</i>	<i>6,780</i>	<i>6,780</i>
TOTAL APPROPRIATIONS		6,150	1,780	296	6,280	6,780	6,780
NET OF REVENUES/APPROPRIATIONS - FUND 297		7,021	(1,170)	585	(670)	(670)	(670)
BEGINNING FUND BALANCE		7,072	14,093	14,093	12,923	12,253	11,583
ENDING FUND BALANCE		14,093	12,923	14,678	12,253	11,583	10,913

301. Debt Service (Voted Bonds)

This fund accounts for the repayment of the current portion of debt principal and interest due during the current fiscal year on general obligation unlimited tax debt, as approved by the electors. The debt was used to construct the pool and wellness center and was issued in 2003, and the final payment will be in 2029.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 301 - Debt Service (Voted Bonds)							
ESTIMATED REVENUES							
301-000-404.000	Debt Service Property Taxes	190,384	195,347	190,633	192,644	195,341	198,076
301-000-573.000	Local Community Stabilization	1,687	0	1,102	0	0	0
301-000-665.000	Interest & Dividend Income	0	0	0	0	0	0
TOTAL REVENUES		192,071	195,347	191,735	192,644	195,341	198,076
APPROPRIATIONS							
Department 905 - Long-Term Debt Retirement							
301-905-809.000	Contractual Services	1,000	1,500	1,000	1,500	1,500	1,500
301-905-816.000	Paying Agent Fees	0	750	0	750	750	750
301-905-991.047	Principal: Community Center Debt	125,000	125,000	125,000	150,000	150,000	150,000
301-905-995.047	Interest: Community Center Debt	62,213	56,899	56,900	51,587	45,212	38,837
<i>Totals for department 905 - Long-Term Debt Retirement</i>		<i>188,213</i>	<i>184,149</i>	<i>182,900</i>	<i>203,837</i>	<i>197,462</i>	<i>191,087</i>
TOTAL APPROPRIATIONS		188,213	184,149	182,900	203,837	197,462	191,087
NET OF REVENUES/APPROPRIATIONS - FUND 301		3,858	11,198	8,835	(11,193)	(2,121)	6,989
BEGINNING FUND BALANCE		13,416	17,274	17,274	28,472	17,279	15,158
ENDING FUND BALANCE		17,274	28,472	26,109	17,279	15,158	22,146

401. Capital Improvement Fund

The Capital Improvement Fund provides for non-infrastructure capital projects over \$5,000 in cost. The Capital Improvement Fund will allow the City to save for large purchases over multiple budget years to ensure that the City can maintain investment in its facilities and equipment. The Capital Improvement Fund pays for new police vehicles and is used to fund building and facilities maintenance and improvements, as necessary. The major project planned for 2020 is the construction of covered pavilions at Gainsboro Park and the pool.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 401 - Capital Improvement Fund							
ESTIMATED REVENUES							
401-000-665.000	Interest & Dividend Income	2,530	0	933	0	0	0
401-000-675.000	Contributions & Donations	35,000	30,000	0	0	0	0
401-000-699.101	Transfers In - General Fund	60,000	50,000	50,000	100,000	100,000	100,000
401-000-699.202	Transfers In - Major Streets	0	0	0	0	0	0
401-000-699.218	Transfers In - Infrastructure	0	0	0	0	0	0
401-000-699.258	Transfers In - SCAF-PSRF	100,000	100,000	100,000	0	0	0
TOTAL REVENUES		197,530	180,000	150,933	100,000	100,000	100,000
APPROPRIATIONS							
Department 901 - Capital Outlay							
401-901-970.440	Capital Outlay - Public Works	0	0	0	0	0	0
	<i>Totals for department 910 - Capital Assets</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Department 910 - Capital Assets							
401-910-970.003	Capital Outlay - Facilities	141,930	0	0	0	0	0
401-910-970.300	Capital Outlay - Police	59,165	31,000	30,989	55,000	0	55,000
401-910-970.446	Capital Outlay - Streets & Alleys	0	0	0	0	0	0
401-910-970.750	Capital Outlay - Recreation	59,099	200,000	134,475	20,000	20,000	20,000
	<i>Totals for department 910 - Capital Assets</i>	<i>260,194</i>	<i>231,000</i>	<i>165,464</i>	<i>75,000</i>	<i>20,000</i>	<i>75,000</i>
Department 910 - Capital Assets							
401-920-890.000	Service Charges	279	100	518	100	100	100
	<i>Totals for department 910 - Capital Assets</i>	<i>279</i>	<i>100</i>	<i>518</i>	<i>100</i>	<i>100</i>	<i>100</i>
TOTAL APPROPRIATIONS		260,473	231,100	165,982	75,100	20,100	75,100
NET OF REVENUES/APPROPRIATIONS - FUND 401		(62,943)	(51,100)	(15,049)	24,900	79,900	24,900
BEGINNING FUND BALANCE		281,932	218,989	218,989	167,889	192,789	272,689
ENDING FUND BALANCE		218,989	167,889	203,940	192,789	272,689	297,589

E. Enterprise Funds

592. Water and Sewer Fund

The water and sewer fund is responsible for the distribution of water and maintenance and repair of water mains, valves, hydrants, meters and other appurtenant parts of the system. This department is also responsible for the removal of sanitary sewerage and storm water, and maintenance of catch basins and other parts of the combined sewer system. Finally, the department also handles billing, record maintenance, and other customer-related activities associated with the utility.

The FY22 budget includes capital outlays for lead service line replacement. By State mandate the water utility is responsible for replacing all lead service leads, both public and private portions, from the main to the meter inside of each home and business. About 60% of water customers have complete or partial lead service leads, so this will be an extraordinary cost that will be borne by the ratepayers to the utility over the coming 20 years. Water rates are being raised by 35% this year to provide the funding necessary to replace lead service lines and water mains over the coming decades. It is our intent that this be the only large water rate increase to pay for the project. Water customers should expect to see rate-of-inflation water rate increases in future years, we do not anticipate or plan on any further large rate increases.

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
Fund 592 - WATER AND SEWER FUND							
ESTIMATED REVENUES							
592-000-642.000	Sales	1,019,179	1,101,188	917,223	1,738,602	1,773,374	1,808,841
592-000-645.000	Storm Water Runoff Fees	355,131	365,670	302,915	379,950	387,549	395,300
592-000-650.000	IWC Charges	4,700	4,500	4,703	4,500	4,500	4,500
592-000-662.000	Utility Bill Penalties	14,586	10,000	0	10,000	10,000	10,000
592-000-665.000	Interest & Dividend Income	16,282	7,500	8,898	7,500	7,500	7,500
592-000-671.000	Miscellaneous Other Revenues	2,000	0	0	0	0	0
592-000-678.000	Res. Sewer Lead Reimbursement	0	0	1,500	0	0	0
592-000-679.000	Refunds & Rebates	0	0	0	0	0	0
TOTAL REVENUES		1,411,878	1,488,858	1,235,239	2,140,552	2,182,923	2,226,141

APPROPRIATIONS

Department 536 - Water & Sewer Systems							
592-536-702.000	Administration Wages	39,135	41,050	38,264	45,900	46,818	46,818
592-536-704.000	Part-Time Wages	0	7,500	0	7,500	7,500	7,500
592-536-711.000	Social Security & Medicare	2,854	3,600	2,746	3,600	3,600	3,600
592-536-712.000	Medical Insurance	10,945	8,200	10,977	8,200	8,200	8,200
592-536-712.001	Medical Insurance - Employee Cont.	(1,038)	0	(993)	0	0	0
592-536-712.002	Retirement - HCSP	608	500	638	500	500	500
592-536-712.003	Medical Insurance - Retirees	2,025	800	2,058	800	800	800
592-536-712.004	Medical Insurance - Retiree Cont.	(194)	0	(163)	0	0	0
592-536-712.005	Medical Insurance - HSA	1,470	500	1,740	500	500	500
592-536-713.000	Life Insurance	355	150	401	150	150	150
592-536-714.000	Retirement - DB (Active Employees)	216	0	478	0	0	0
592-536-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
592-536-714.003	Retirement - DB (Retirees)	4,292	18,000	3,713	18,000	19,827	21,586

Account Number	Description	Actual 2019-20	Budget 2020-21	Activity to 06/01/21	Requested 2021-22	Projected 2022-23	Projected 2023-24
592-536-714.500	Retirement - DC (Active Employees)	2,536	2,450	2,299	2,450	2,450	2,450
592-536-715.000	Worker's Compensation	202	225	300	225	225	225
592-536-716.000	Unemployment Compensation	6	20	3	20	20	20
592-536-728.000	Postage	2,873	3,000	2,413	3,000	3,000	3,000
592-536-736.000	Computer Supplies	0	0	0	0	0	0
592-536-809.000	Contractual Services	7,101	15,000	12,577	15,000	15,000	15,000
592-536-810.000	Public Works Contract	20,131	45,000	20,338	40,000	40,000	40,000
592-536-814.000	Engineering Services	4,416	5,000	8,084	5,000	5,000	5,000
592-536-818.000	Water Purchases	189,483	221,820	208,545	227,366	233,050	238,876
592-536-819.000	Sewage Treatment	219,911	240,087	219,788	232,000	236,640	241,373
592-536-819.500	Storm Water Treatment	329,225	365,628	333,749	379,950	387,549	395,300
592-536-820.000	IWC Charges	3,123	6,200	2,890	6,200	6,200	6,200
592-536-827.000	Administrative Service Charge	31,222	31,534	31,534	31,849	32,295	32,747
592-536-827.200	Charges for Services - IT	16,549	16,847	16,847	17,083	17,322	17,565
592-536-890.000	Service Charges	1,215	2,000	1,110	2,000	2,000	2,000
592-536-906.000	Printing Water Bills	1,477	3,900	736	3,900	3,900	3,900
592-536-910.000	Insurance & Bonds	20,000	10,000	20,000	10,000	10,000	10,000
592-536-929.000	Equipment Maintenance	0	2,000	0	2,000	2,000	2,000
592-536-937.000	Water Meter Maintenance	1,094	300,000	192,295	10,000	10,000	10,000
592-536-939.000	Sewer Maintenance	66,648	75,000	59,587	20,000	20,000	20,000
592-536-955.000	Miscellaneous Expenses	0	1,000	166	1,000	1,000	1,000
592-536-956.000	Conferences and Workshops	0	350	0	350	350	350
592-536-958.000	Memberships and Dues	1,339	2,000	1,500	2,000	2,000	2,000
592-536-964.000	Refunds	0	2,000	0	2,000	2,000	2,000
592-536-968.000	Depreciation & Depletion	0	0	0	0	0	0
592-536-970.000	Capital Outlay	7,801	150,000	72,249	100,000	1,650,000	0
592-536-970.594	Capital Outlay - Sewer Projects	141,387	60,000	107,608	120,000	120,000	120,000
592-536-991.000	Principal: GWK Drain Debt	566	94,000	1,249	101,000	101,000	101,000
592-536-995.000	Interest: GWK Drain Debt	11,508	17,000	9,156	9,750	9,750	9,750
592-536-996.001	Paying Agent Fees	3	250	0	250	250	250
<i>Totals for department 536 - Water & Sewer Systems</i>		<i>1,140,484</i>	<i>1,752,611</i>	<i>1,384,882</i>	<i>1,429,543</i>	<i>3,000,896</i>	<i>1,371,660</i>
TOTAL APPROPRIATIONS		1,140,484	1,752,611	1,384,882	1,429,543	3,000,896	1,371,660
NET OF REVENUES/APPROPRIATIONS - FUND 592		271,394	(263,753)	(149,643)	711,009	(817,973)	854,481
BEGINNING FUND BALANCE		1,000,625	1,272,019	1,272,019	1,008,266	1,719,275	901,302
ENDING FUND BALANCE		1,272,019	1,008,266	1,122,376	1,719,275	901,302	1,755,784

Water and Sewer Enterprise Fund Fund Balance Notes

- Reported Fund Balance. In prior budgets, the fund balance for the water and sewer fund has been based on the net position in the City's annual financial statements. However, the net position includes noncurrent (i.e. non-liquid) assets such as capital assets that are being depreciated (mostly the pipes in the ground), along with noncurrent liabilities such as the noncurrent portion of long-term debt. Neither capital assets nor noncurrent debt has any impact on the ability of the water fund to handle the day to day operations of the water and sewer department. Similarly, they have no bearing on the ability of the water and sewer fund to fix a water main break or to repair a sewer.

For the above reasons, beginning with the 2017-18 budget, working capital is the water and sewer enterprise fund balance that is reported for budgetary purposes. Working capital is defined as cash and cash equivalents plus liquid investments minus current liabilities. Refer to the water and sewer enterprise fund statement of net position in the City's most recent financial statements for a detailed accounting of all current and noncurrent assets and liabilities.

- Water and Sewer Enterprise Fund Fund Balance Policy. The City's policy is to maintain a minimum fund balance of \$640,000 in the Water and Sewer Enterprise Fund. This is to provide sufficient liquidity to meet current, future, and emergency spending needs. The minimum fund balance target is derived as follows:
 - 90 days of operations ($\$1,657,010/4 = \$414,250$); plus
 - Annual debt service (\$111,000); plus
 - Emergency capital replacement, or 5% of net book value of assets ($\$962,699 * 0.05 = \$48,135$); plus
 - Planned capital replacement (average of \$150,000 annually)

The target minimum fund balance is therefore $\$414,250 + \$111,000 + \$48,135 + \$150,000 = \$637,735$, which rounds up to \$723,385.

Projected fund balance at the end of FY22 is \$1,006,386. For budgetary purposes, we are building fund balance in excess of our target reserve to save in advance for the expense of the water main and lead service line replacement project.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: June 3, 2021
 Re: Commercial Marijuana Facilities Ordinance

Overview

Attached is an ordinance for introduction that would allow for medical and recreational marijuana facilities in the City of Pleasant Ridge. Please also refer to City Attorney Need's cover memo for more details about the proposed ordinance and legal issues surrounding it.

Background

With the passage of the Michigan Regulation and Taxation of Marijuana Act (MRTMA) by the voters in 2018, recreational marijuana became legal in the State. After that act passed the City Commission decided to opt out of allowing any recreational (or medical) commercial marijuana facilities in the City. Personal use and growing for personal use are legal per the state law and cannot be prohibited by the City.

At least 4 other communities in Michigan had this happen at the last election, with ordinances placed on the ballot and approved by the electors on those communities. The ordinances were not advantageous to the communities.

To prevent a similar situation from occurring in Pleasant Ridge, and to ensure that we can adopt an ordinance with the standards that we want rather than having an ordinance developed by private interests possibly forced upon us, we are introducing an ordinance to allow for marijuana businesses in Pleasant Ridge. In this way, we can establish the standards and requirements to ensure that marijuana businesses are in appropriate places and operate based on standards of our choosing. The alternative is losing our ability to establish location and operating standards if we have an ordinance written by private interests approved via a ballot initiative.

Please refer to City Attorney Need's memo for more details on the key provisions of the ordinance itself.

Requested Action

City Commission scheduling of a public hearing on the proposed Commercial Marijuana Facilities ordinance.

City of Pleasant Ridge

Ordinance No. ____

AN ORDINANCE TO AMEND THE CITY OF PLEASANT RIDGE CODE OF ORDINANCES, CHAPTER 18 – BUSINESSES, TO ADD A NEW ARTICLE VIII.

THE CITY OF PLEASANT RIDGE ORDAINS:

Section 1. Amendments. Add a new Article VIII to read as follows:

Chapter 18, Article VIII – Commercial Marijuana Facilities

Section 18-290 – Purpose and intent.

An ordinance to repeal Section 42.15, of the City Code, to protect the public’s health, safety, and welfare and to implement certain provisions of the Michigan Medical Marihuana Act of 2008, MCL 333.26421 et seq. (MMMA), the Michigan Medical Marihuana Facilities Licensing Act of 2016, MCL 333.26421 et seq. (MMFLA), the Marihuana Tracking Act of 2016, MCL 333.27901 et seq. (MTA), the Michigan Regulation and Taxation of Marihuana Act of 2018, MCL 333.27951 et seq. (MRTMA), the Michigan Zoning Enabling Act, MCL 125.3101 et seq. (MZEA), and the State of Michigan Marihuana administrative rules, as amended and future amendments. This ordinance shall authorize and provide for the regulations and licensing of certain commercial marihuana facilities within the City; to establish the maximum number of licenses and locations where these facilities may be located; to establish procedures for the granting of licenses; to provide for an assessment of fees; and to provide penalties for violations.

Section 18-291 – Definitions.

Unless otherwise indicated, definitions shall have the same meaning as defined under the MMMA, the MMFLA, the MTA., the MRTMA, the MZEA, and the State of Michigan marihuana administrative rules, as amended and with future amendments.

- a) “Acts” means the MMMA, the MMFLA, the MTA., the MRTMA, and the MZEA.
- b) “Annual Fee” means an annual non-refundable fee of five thousand (\$5,000.00) dollars per license to help defray administrative and enforcement costs associated with the operation of a marihuana facility in the municipality.
- c) “Applicant” means a named and specific individual who is identified as an owner of a proposed marihuana facility in an application submitted to the city for a city operating license.
- d) “Application” means a form provided by the city for an applicant to complete for

submission to the city for a city operating license and/or a form provided by the State of Michigan for an application for state licensing.

- e) "Application fee" means a non-refundable application fee of five thousand (\$5,000.00) dollars per license.
- f) "Business License" means a person authorized by the city to operate, conduct, maintain, or manage any business, commercial occupancy, trade, occupation, or premises for commercial or business reasons.
- g) "Caregiver" means a person registered by the Department of Licensing and Regulatory Affairs under MMMA to provide medical marihuana to a caregiver's own designated patient(s).
- h) "Designated consumption establishment" means a commercial space that is licensed and authorized to permit adults 21 years of age and older to consume marihuana products at the location indicated on the license.
- i) "Department" means the Department of Licensing and Regulatory Affairs.
- j) "Equivalent license" means any of the following license types issued under MMFLA and/or MRTMA:
 - 1) Marihuana retailer or provisioning center
 - 2) Secure transporter
 - 3) Safety compliance facility
- k) "Establishment" means a location at which a license holder is licensed to operate as a medical and/or recreational grower, safety compliance facility, processor, microbusiness, retailer, provisioning center, secure transporter, or designated consumption establishment.
- l) "Facility" means a location at which a license holder is licensed to operate as a medical and/or recreational grower, safety compliance facility, processor, microbusiness, retailer, provisioning center, secure transporter, or designated consumption establishment.
- m) "Grower" means a licensed commercial entity that cultivates, dries, trims, or cures and packages marihuana for sale to licensed marihuana establishments except for a Safety Compliance Facility and a Secure Transporter.
- n) "Licensed" or "Licensed Facility" means a marihuana facility where a person holds both a state operating license and a city operating license at a specified location.
- o) "Marihuana" or "Marijuana" means the term as defined in the Public Health Code, MCL 333.7106 et seq. and all future amendments.
- p) "Marihuana-Infused product" means a topical formulation, tincture, beverage, edible substance, or similar product containing any usable marihuana that is intended for human consumption in a manner other than smoke inhalation.
- q) "Marihuana microbusiness" means a licensed commercial entity that can cultivate not more

than 150 marihuana plants; process and package marihuana; and sell or transfer marihuana to individuals who are 21 years of age or older, but not to other licensed marihuana establishments.

- r) "Marihuana retailer" means a licensed commercial entity that purchases or transfers marihuana from a licensed grower and/or processor and sells or transfers to individuals who are 21 years of age or older. A licensed retailer may also sell or transfer to registered patients or registered caregivers with the equivalent medical license.
- s) "Patient" means an individual registered through the department under the MMMA with a qualified debilitating condition or a patient with a valid card from another state with a medical marihuana program.
- t) "Person" or "Licensee" means an individual, corporation, limited liability company, partnership, limited partnership, limited liability partnership, limited liability limited partnership, trust, or other legal entity.
- u) "Processor" means a licensed commercial entity that extracts resin from the marihuana from a licensed grower and/or processor for sale and/or transfer in packaged form to a licensed retailer or another processor.
- v) "Provisioning center" means a licensed commercial entity that purchases or transfers marihuana from a licensed grower and/or processor and sells or transfers to registered patients and registered caregivers. A licensed provisioning center may also sell or transfer to individuals who are 21 years of age or older with the equivalent recreational license.
- w) "Retailer" means a licensed commercial entity that purchases or transfers marihuana from a licensed grower and/or processor and sells or transfers marihuana to a person 21 years of age or older. A licensed retailer may also sell or transfer to individuals who are a registered patient or registered caregiver with the equivalent medical license.
- x) "Safety compliance facility" means a licensed commercial entity authorized to receive marihuana from, test marihuana for, and return marihuana to a licensed marihuana facility, caregiver, or patient.
- y) "Secure transporter" means a licensed commercial entity that can store and transport marihuana to and from licensed marihuana establishments for a fee.
- z) "State Operating License" means a license issued by the department that allows a person to operate a marihuana facility.

Section 18-292 – Location, number, and types of licenses.

- a) A facility is only allowed in the W and C zoning districts.
- b) A facility is only allowed in a building that is separated at least 200 feet from any structure that is zoned or used for residential purposes pursuant to the City zoning ordinance.

- c) Every facility shall meet the requirements of the City Code, the Acts, and State of Michigan marihuana administrative rules, as amended and future amendments.
- d) All proposed facilities shall meet the specific zoning district requirements as outlined in the City zoning ordinance.
- e) All facilities must maintain dual licensure of the equivalent license type pursuant to the MMFLA and the MRTMA as defined in section -02 (M) and under the administrative rules. The City Commission may consider a waiver for a facility licensed under MMFLA that does not wish to maintain licensure under MRTMA.
- f) All applicants granted a city operating license of any type shall be required to be fully operational no later than six (6) months from the date in which the city operating license was granted. A licensee may submit to the city clerk in writing, thirty (30) days prior to the date in which the facility is required to be fully operational, a request for up to a six (6) month extension. An extension request will be reviewed for consideration by city administration. Licensees who are not fully operational within the allotted time may result in its city operating license being revoked by the city manager without contention from the licensee.
- g) Number of Facilities Permitted. The City shall limit the number of marijuana facilities and marijuana establishments allowed within the City's boundaries to the number listed below. The City may revise these categories and limits by ordinance amendment, from time to time.
 - 1) Designated Consumption Establishment: 0 are authorized.
 - 2) Growers: 0 are authorized.
 - 3) Marijuana Microbusiness: 1 is authorized.
 - 4) Marijuana Retailer or Provisioning Center: 2 are authorized.
 - 5) Processors: 2 are authorized.
 - 6) Safety Compliance Facility: 2 are authorized.
 - 7) Secure Transporters: 2 are authorized.
- h) The foregoing city operating license quantities shall be subject to the availability of locations in areas zoned for facilities and shall be reduced to the extent locations are unavailable in such areas. Applications for available city operating license(s) shall be accepted for consideration defined by a specific time period. The specific time period for the city to accept new applications shall be recommended by the city manager and codified by a resolution of City Commission.
- i) A co-located facility must meet all facility requirements and zoning requirements for all facility types in which the applicant intends to operate within a co-located facility.
- j) Operation at the same location that includes a licensed retailer shall have the entrance and exit to the retail portion of the facility clearly marked so that persons can clearly identify the retail entrance and exit.

- k) No medical marihuana patient or primary caregiver registered under and defined by the MMMA may utilize a commercial building in the W or C Zoning Districts for purposes of growing plants for patients under the MMMA. A primary caregiver may only utilize a house in a residentially zoned district that they reside in to grow marihuana under the MMMA. In addition, the growing of marihuana in said residence may not constitute a nuisance, affecting the neighbor's quiet enjoyment of their property, and the house utilized for growing marihuana under the MMMA must meet all building, electrical, mechanical, and plumbing code standards.

Section 18-293 Facility requirements.

All facilities operating within the city shall be subject to the following additional requirements and restrictions:

a) Licensing and Insurance

- 1) No person may operate a facility in the city without a city operating license issued pursuant to Chapter 18 of the City Code.
- 2) All current state operating license(s) and city operating license(s) shall be prominently displayed within the facility in a location where it can be easily viewed by the public.
- 3) All facilities shall comply with all federal, state, and local codes and regulations.
- 4) For all retail facilities and delivery services, a licensee must first acquire the necessary authorization from the department to deliver to a registered patient, registered caregiver, or persons 21 years of age or older.
- 5) Premises liability and casualty damage insurance in the amount of one million dollars (\$1,000,000.00) shall be maintained and proof shall be submitted to the city when the applicant has been notified that they are ready for final approval. Proof of adequate premises liability and casualty insurance policy in the amount of no less than one million (\$1,000,000) dollars, covering the marihuana facility and naming the city as an additional insured party, available for the payment of any damages arising out of an act or omission of the applicant or its stakeholders, agents, employees, or subcontractors. Proof of executed insurance shall be provided to the city clerk within thirty (30) days of the issuance of the city operating license as proposed in the application.
- 6) Each facility shall be bonded to guarantee that all accounting and taxes are paid in full, according to the law, and that the facility will perform in accordance with all federal, state, and local government standards.

b) Operating Standards:

- 1) The use of marihuana shall comply with the Acts, state administrative rules, and the Department of Community Health, as amended and future amendments.
- 2) No marihuana facility shall have an entrance or exit which provides direct access to another type of business, residence, or living quarters, except where permitted by the MMFLA, MRTMA, or corresponding administrative rules.

- 3) No marihuana facility shall allow the inhalation, use, or the consumption of marihuana, tobacco, or alcohol, except where permitted by the MMFLA, MRTMA, or corresponding administrative rules.
- 4) Alcoholic beverages and nicotine products shall not be sold, conveyed, or consumed on the premise of any facility. Nor shall any person be present on the premise of a facility while intoxicated and/or under the influence of alcohol or any other controlled substance.
- 5) No marihuana may be smoked, used, or consumed at any marihuana establishment except a designated consumption establishment or a temporary marihuana event that has been approved by the state and city for consumption and/or sales.
- 6) The facility shall be subject to inspection by law enforcement, city officials, officials from the department, or the state department of community health during the hours of operation.
- 7) Facilities shall have electrical, fire safety, plumbing, filtration, and waste disposal systems, which are compliant, appropriate, and consistent with best industry practices, city and state rules and regulations for the business being conducted.
- 8) The portion of the facility, such as a grow room, and the storage of any chemicals, such as herbicides, pesticides, and fertilizers shall be subject to inspection and approval by the City Fire Chief, or his or her duly authorized representative, to ensure compliance with the applicable Michigan Fire Protection Code.
- 9) Facilities greater than 12,000 square feet shall install and have approved a fire suppression system, with all square footage of the facility fire suppressed and covered with overhead sprinkler head fire suppression systems, as dictated by the City Fire Chief, or his or her duly authorized representative.
- 10) All necessary building, electrical, plumbing, and mechanical permits shall be obtained for any portion of the facility in which electrical wiring, lighting and/or watering devices that support the cultivation, growing, harvesting, or processing of marihuana are located.
- 11) No person under the age of 18 years shall be permitted to enter a facility. A person under the age of 18 years who possess a valid medical marihuana card issued by the state or another state, and is accompanied by his/her legal guardian, may enter a licensed medical retailer facility.
- 12) All litter must be removed from the premises, including the parking lot, sidewalk, and all areas visible to the public at least twice daily.
- 13) Each licensee shall be liable for all costs associated with the investigation, prosecution, incarceration, booking, medical treatment, storage and destruction of evidence, and any other unspecified costs, for the failure to comply with the provisions of this chapter which result in the arrest and prosecution of any employee, owner, or patron.
- 14) Facility signs shall comply with section 82-196, and facilities shall not use exterior signage or displays with neon, flashing lights, or similarly noxious or obtrusive lighting or effects. Facilities may not use exterior signage or displays that contain an image of a marihuana leaf

or other commonly recognized symbol for marihuana or which utilize any of the following words: marijuana, marihuana, weed, cannabis, blunt, doobie, joint, hooch, hash, or other similar slang term for marihuana or marihuana-related products. Only one sign per building shall be allowed.

- 15) Secured transport and grow facilities shall have bay doors in which a secure transport vehicle can enter to deliver or pick up or store marihuana. Ingress and egress lanes to the bay doors shall be clearly marked to allow entry of secure transport vehicles. Unless required by MMFLA, MRTMA, or state administrative rules, other marihuana facilities shall not be required to have bay doors.
- 16) Residential uses within the same structure/building are prohibited.
- 17) Outdoor storage is prohibited.
- 18) All facility operations shall occur indoors and out of public view. Mobile facilities, drive throughs, and exterior walk-up windows are prohibited.
- 19) No equipment or process shall be used in any facility which creates or emits noise, dust, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses beyond the property boundary. Generators shall be in place to ensure that the air filtration system and security system(s) remain operational in the event of an electrical outage. Generators shall be housed in a containment area to prevent noise emanating to areas outside of the containment shelter.
- 20) Access to secure areas of a facility shall be restricted to the licensee and authorized employee of the licensee. Trade services provided by individuals not normally engaged in the operation of a facility must be reasonably monitored, logged in as a visitor, and escorted through any limited access areas.
- 21) All disposal areas and dumpsters shall be secure to prevent unauthorized access. All disposal areas and dumpsters shall be enclosed by a decorative masonry or brick wall on three sides and a wrought iron gate, as authorized by city administration, to provide access only to the licensee, authorized employee, waste hauler, or city official.
- 22) All facilities shall obtain appropriate utility upgrades to prevent interference with or a drain on neighboring properties.
- 23) Outdoor cultivation is prohibited.
- 24) All facilities hours of operation shall be no earlier than 10:00 a.m. and no later than 9:00 p.m. except designated consumption establishments which may have hours of operation shall between the hours of 10:00 a.m. to 2:00 a.m, if permitted.
- 25) Windows shall be free and clear of all advertising, shelves, inventory or the like which would impair the view to the exterior of the premises.
- 26) Windows shall be opaque to the exterior; opaque means that the glass transmits light but does not allow a view of objects on the other side.

- 27) Retailers and growers shall be required to provide a vestibule at the primary point of entrance/exit of the facility with proper ventilation to further deter odor from emitting from the building or present an alternative odor prevention plan to the city manager for approval.
 - 28) Deliveries shall only take place during hours of operation.
 - 29) Secure Transporter facilities shall not store marihuana or currency in a secure transport vehicle, nor shall the vehicle bear any markings or identification that it carries marihuana or marihuana-infused products.
 - 30) Safety Compliance facilities shall have a secured laboratory space that cannot be accessed by the public.
 - 31) Designated consumption establishments shall provide for all marihuana to be contained within the main building in an enclosed, locked facility, and shall always follow City ordinances, the acts, and State of Michigan marihuana administrative rules, as amended.
 - 32) Designated consumption establishments shall destroy and dispose of any marihuana product left at the establishment that is considered waste in accordance with City ordinances, the Acts, and State of Michigan marihuana administrative rules, as amended and with future amendments.
 - 33) Designated consumption establishments must employ or otherwise retain onsite security personnel during all business hours.
- c) Parking shall be in accordance with the requirements of section 82-195 of the city's zoning ordinance, as follows:
- 1) Designated Consumption Establishments shall meet the parking requirements applicable to restaurants.
 - 2) Retailers and Provisioning Centers shall meet the parking requirements applicable to retail stores.
 - 3) Growers shall meet the parking requirements applicable to manufacturing and research establishments.
 - 4) All other marijuana establishments shall meet the parking requirements applicable to professional offices.
 - 5) All required parking spaces shall be provided in an off-street parking lot on the same site as the facility. No parking reductions or modifications available in Section 82-195 shall apply to facilities licensed under this ordinance.
- d) Security. Facilities shall implement the following security measures:
- 1) There must be at least one security guard in place on the site during operating hours, subject to increased security requirements, including 24-hour security guard requirement, upon notice by the city manager.

- 2) Facilities shall install and maintain an alarm system, twenty-four (24) hours per day and seven (7) days a week, and shall have security cameras covering, at a minimum, all parking areas, entrances and exits, points of sale, and all areas where marihuana is stored or handled. Upon the request of the city manager, the licensee shall provide to the city an IP address which provides the city with real-time access to all security camera feeds at the facility, and the facility shall maintain thirty (30) days of historical footage on file. Proof of security installation shall be provided to the city clerk within thirty (30) days of the issuance of the city operating license.
- 3) Facility surveillance and security camera recordings are subject to inspection for purposes of determining compliance with state and local laws, without a search warrant.
- 4) The proposed plan for secured parking and/or fencing must be aesthetically consistent with the area and must be approved by the city manager for each facility.
- 5) A safe for all cash, cash equivalents, and marihuana stored in the facility overnight.
- 6) A Knox Box shall be required, or an equivalent system designed to allow first responders with immediate access into secure buildings. Proof of Knox Box installation shall be provided to the city clerk within thirty (30) days of the issuance of the city operating license.

Section 18-294 Applications and fee requirements.

- a) Each applicant requesting for authorization to operate a facility within the city shall file an application, under oath, upon forms provided by the city. All applications shall be completed in its entirety and submitted to the city clerk's office. All applications shall be submitted in compliance with the City's ordinances, the Acts, and State of Michigan marihuana administrative rules, as amended and future amendments.
- b) Every application shall include site plans for the proposed facility. In addition to the requirements set forth in this ordinance and in the zoning ordinance, the following shall be provided:
 - 1) Floor plan and layout, including dimensions, maximum storage capabilities, number of rooms, dividing structures, fire walls, entrances and exits, and parking lot plan and layout.
 - 2) Means of egress, including, but not limited to, delivery and transfer points.
 - 3) Construction details for structures and fire-rated construction for walls.
 - 4) Security plan in full compliance with the state administrative rules.
 - 5) Succession plan for the business in the event of death or incapacitation of applicant(s).
- c) Without limitation, the applicant shall fill out the city's application form, provide all documentation and information requested by the city and shall specify the property address of the proposed facility, which must be located within an area zoned for such use and provide proof of ownership or tenancy of said property. In the event an applicant supplies a

binding purchase agreement, and the applicant is otherwise deemed to qualify for a city operating license, the city may issue a city operating license conditioned on the applicant submitting a deed to the property within ninety (90) days of issuance of the city operating license.

- d) Every application, including renewals, shall include the following non-refundable fees:
 - 1) Each application submitted to the city requesting to operate a facility within the city shall pay to the city a non-refundable annual fee in the amount of five thousand (\$5,000) dollars per license to help defray administrative and enforcement costs associated with the operation of a marihuana facility in the city.
 - 2) Each application submitted to the city requesting to operate a facility within the city shall pay to the city, on an annual basis, a non-refundable application fee of five thousand (\$5,000) dollars per license.
 - 3) Upon approval of a city operating license and before the license will be issued by the city, and at the time of renewal, each licensee shall pay to the city a non-refundable annual inspection fee of four thousand (\$4,000) dollars to defray the cost of city inspections.
 - a. All facilities shall be inspected by the city on at least an annual basis to ensure compliance and that appropriate electrical, fire safety, plumbing, filtration, and waste disposal systems are installed and in proper working order.
 - b. In addition to the foregoing annual inspections, the city may inspect any facility, at any time, upon reasonable cause to believe that a violation of the City Code, the Acts, or State of Michigan administrative rules has occurred.
- e) All applicants must submit a completed application and certify under oath that the information contained therein is true and accurate.
- f) Failure to provide a complete application and/or the required fees may result in a denial of the application and/or renewal application.

Section 18-295 - Application Review.

- a) The city manager shall, consistent with the requirements of this ordinance, report to city commission applications for consideration by city commission for a city operating license. In evaluating the applications, the following criteria shall be considered:
 - 1) Compliance with application requirements;
 - 2) Compliance with the requirements of this ordinance;
 - 3) Qualifications of the applicant;
 - 4) Capitalization and means to operate the proposed facility;
 - 5) Business history and experience;

- 6) Business history with Pleasant Ridge;
- 7) Prior or current licensure;
- 8) Non-marihuana business interests;
- 9) Regulatory compliance/legal history;
- 10) Strength of business plan;
- 11) Integrity, moral character, and cooperation level with the city;
- 12) Financial benefit to the city;
- 13) Neighborhood compatibility
 - a. Consideration of the effects of the proposed operation on nearby properties including, but not limited to, anticipated traffic flow, total number of patrons per day, aesthetics of the building, building capacity. The City may require professional studies to be provided and paid for by the applicant should the proposed establishment require further examination on the impact of the public's health, safety, or welfare. Such professional evaluations include, but are not limited to, traffic, engineering, surveyor, environmental, safety, etc.
 - b. Non-marihuana related business(es) you plan to open and operate within the city of Pleasant Ridge.
 - c. Total capital investment to be invested, e.g. renovations to the property and surrounding area, equipment, fixtures, and other related items.
 - d. If the proposed location is vacant, the number of years in which the property has been vacated.
 - e. Proximity to surrounding establishments.
 - f. Environmentally friendly design.
 - g. Improvements to landscaping, parking, lighting, and surrounding area.
- 14) Community involvement;
- 15) Whether applicant is proposing to replace an existing business;
- 16) Whether applicant and its stakeholders have made or plan to make significant capital improvements to the proposed facility, the surrounding neighborhood, and/or the city. This includes, but is not limited to:
 - a. The total overall capital investment in funds to be invested in the renovations to the property and surrounding area including the overall investment in equipment, fixtures, and other related items.

- b. The total number of years that a property or site, to be renovated by the applicant, has been vacant.
- c. How significant the upgrades or renovations to the property and surrounding area are, such as, but not limited to: the extent of renovations to an existing building or buildings; the extent of new construction of a building or buildings; and the extent of renovation(s).
- d. Whether or not the property to be improved has an environmentally friendly design and environmentally friendly production and waste management design and plan.
- e. The extent of upgrades and renovations to the landscaping, parking, lighting and to the site and surrounding area.

17) Status of State of Michigan licensure;

18) Security plan, including the extent of, and additions to or extra security measures taken above the minimum-security measures required under state law; the extent of, and additions to or other extra measures taken above the state minimum requirements for growing, processing, testing, transporting, or selling medical marihuana.

19) Any other consideration relevant to the public's health, safety, or welfare.

- b) Any application as reported to the city commission by the city manager, approved by a simple majority vote of the city commission, at a city commission meeting, shall be issued a city operating license, not to exceed the number of city operating licenses allowed for in section - .03 of this ordinance.
- c) City operating licenses are non-transferable and non-assignable and shall be specific to the licensee and the location authorized. A transfer of more than 50.0% ownership interest in a business entity operating a facility shall be deemed to be a transfer hereunder and is prohibited for licensure.

Section 18-296 – Violations, penalties, revocation.

- a) If an applicant or licensee fails to comply with this ordinance, if a licensee no longer meets the eligibility requirements for a license under this ordinance, or if an applicant or licensee fails to provide information the city requests to assist in any investigation or inquiry, the city manager may deny, suspend, or revoke a license
- b) Should marihuana cultivation, processing, testing, selling, extracting, or transporting cause property damage, personal injury, or other injury through explosion, fire, release of harmful substances, or any other event reasonably related to the cultivating, processing, testing, selling, extracting, or transporting marihuana, all people involved in or responsible for the marihuana cultivating, processing, testing, selling, extracting, or transporting are jointly and severally liable for all resulting damages. This includes, but is not limited to, expenses associated with the emergency response, property repair, remediation, medical expenses, marihuana disposal, and expenses related to discontinued use, and prosecution.
- c) The city manager may suspend a license without notice or hearing upon a determination by the

city manager that the public health, safety or welfare, or the safety or health of patrons or employees, is jeopardized by continuing a facility's operation. If the license is suspended without notice or hearing, a prompt post-suspension hearing must be held to determine if the suspension should remain in effect. The suspension may remain in effect until the city manager determines that the cause for suspension has been abated. The city manager may revoke the license upon a determination that the licensee has not made satisfactory progress toward abating the hazard. A license will automatically be revoked upon revocation or denial of a state operating license from the State of Michigan.

- d) Any party aggrieved by an action of the city manager suspending or revoking a license shall be given a hearing before the city commission upon request. A request for a hearing must be made to the city clerk's office, in writing, no later than twenty-one (21) days after service of notice of the action of the city manager by first-class mail. Service of notice begins on the date of mailing by first-class mail.
- e) The city may conduct investigative and contested case hearings; issue subpoenas for the attendance of witnesses; issue subpoenas duces tecum for the production of books, ledgers, records, memoranda, electronically retrievable data, and other pertinent documents; and administer oaths and affirmations to witnesses as appropriate to exercise and discharge the powers and duties of the state and/or city under the Acts and this chapter.
- f) In addition to the remedies provided herein, the city may file for injunctive relief to abate any violation hereof.
- g) Compliance with laws: All facilities must be operated in compliance with the Acts, all regulations promulgated under the Acts, and all other applicable federal, state, and local laws, regulations, and ordinances.
- h) No temporary certificates of occupancy. No Facility may operate under a temporary certificate of occupancy. Facilities must be in full compliance with all applicable legal requirements in order to operate.
- i) Termination of authorization. If a facility is operated in violation of the Acts or any applicable ordinance, or if the licensee is found to have submitted false or misleading information in its license application, the city may revoke the license for such facility to operate within the city. The city retains the right to alter the number and type of facilities authorized hereunder at any time. Any license granted hereunder is a revocable privilege granted by the city and is not a property or other legal right.
- j) Penalties. With respect to any facility that is in violation of any requirement or restriction set forth in this chapter, the licensee of a facility, all persons identified pursuant to MCL 333.27401(1)(b), and any on-site manager shall be subject to the following penalties:
 - 1) Any violation shall be a civil infraction of \$500, plus court costs and expenses. .
 - 2) The penalties set forth herein are non-exclusive and cumulative, and nothing herein shall be deemed to prevent city from enforcing any other applicable ordinance.
 - 3) Uncorrected violations may be ticketed every twenty-four hours.

- 4) In addition to the remedies provided herein, the city may file for injunctive relief to abate any violation hereof.
- k) Penalties for violation of --- 03 (K). Any violation of section – 03(K) by a primary caregiver or medical marihuana patient as defined by the MMMA shall be subject to the following penalties:
 - 1) Any violation shall be a civil infraction of \$500, plus court costs and expenses.
 - 2) The penalties set forth herein are non-exclusive and cumulative, and nothing herein shall be deemed to prevent city from enforcing any other applicable ordinance.
 - 3) Uncorrected violations may be ticketed every twenty-four hours.
 - 4) In addition to the remedies provided herein, the city may file for injunctive relief to abate any violation hereof.

Section 18-297 - Miscellaneous provisions

- a) Rights granted. The operation of a licensed marihuana facility is a revocable privilege and not a right, in conformance with applicable state law. Nothing in this ordinance is to be construed to grant a property right for an individual or business entity to engage in the use, distribution, cultivation, production, possession, transportation, or sale of marihuana as a commercial enterprise. Nothing in this ordinance may be held or construed to grant a vested right, license, permit, or privilege to continued operations within the city.
- b) Conflict of laws. Nothing in this chapter shall be construed in such a manner as to conflict with the MMMA, MMFLA, or other applicable state marihuana law or rules.
- c) Severability. If any section, subsection, paragraph, sentence, or word of this ordinance is deemed to be invalid by the courts, the invalidity of such provision shall not affect the validity of any other sections, subsections, paragraphs, sentences, or words of this ordinance or the application thereof; and to that end, the sections, subsection, paragraphs, sentences, and other words of this ordinance shall be deemed severable.
- d) Repealer. The adoption of this ordinance repeals the previously adopted 42.15 of the city code. To the extent that any other ordinance, or section or portion thereof, conflicts with or is inconsistent with this ordinance, that ordinance, or section or portion thereof, is hereby repealed.

Section 2. Severability. Should any provision or part of this Article be declared by any court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability of the balance of this Article, which shall remain in full force and effect.

Section 3. Repealer. All other ordinances or parts of ordinances in conflict with this ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings clause. Nothing in this Article shall be construed to affect any suit or proceeding pending in any court or any rights acquired, or any liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 3 of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by

this Ordinance.

Section 5. Effective Date. This Ordinance shall become effective fifteen days after enactment and upon publication as provided by law.

Section 6. Adoption. This Ordinance is hereby declared to have been adopted by the City Commission of the City of Pleasant Ridge at a meeting duly called and held on the ____ day of _____, 2021 and ordered to be given publication in the manner prescribed by law.

James Breuckman, City Manager

Amy M. Allison, City Clerk

MEMORANDUM

TO: Pleasant Ridge City Commission
FROM: Gregory K. Need
RE: Marijuana Ordinance
DATE: June 3, 2021

This is some background regarding a possible commercial Marijuana Ordinance for the City.

There have been inquiries to the City about locating recreational or medical marijuana facilities, including a possible petition drive for a commercial marijuana ordinance.

As you know, the City opted-out of recreational marijuana facilities by Ordinance No. 436 §2, adopted April 9, 2019. For a community that opts out, there are two ways for that decision to be reversed: 1) the City Commission adopts an ordinance repealing the opt-out; allowing a certain number of marijuana facilities; and specifying the procedure for licensing and regulation; or 2) by citizen petition, which is specifically allowed under the Michigan Regulation and Taxation of Marihuana Act (“MRTMA”). If qualified electors in a number greater than 5% of the votes for governor in the 2018 election sign a petition, then the question will go on the next regular election ballot.

Because the recreational marijuana statute is still relatively new, there have been several court cases filed but few that have reached any final decision, and none that have been appealed with a decision from the Court of Appeals that would constitute binding statewide precedent.

In my opinion, the City would be in a stronger legal position if we adopt our own ordinance before petitions are submitted with sufficient number of signatures for a citizen initiative. Of course, the Commission should also consider numerous non- legal policy aspects of locating marijuana facilities in the city.

The draft ordinance provided is modeled after one that was adopted by the City of Hazel Park.

The ordinance allows: 1 Marijuana Microbusiness, 2 Marijuana Retailer or Provisioning Centers, 2 Safety Compliance Facilities, and 2 Secure Transporters. Unlike Hazel Park, this draft ordinance does not allow any growers, processors, or designated consumption establishments. All these categories are defined in the ordinance.

One key component of the draft ordinance is that it would require marijuana facilities to be located only in the W or C zoning districts, and more than 200 feet from any structure zoned or used for residential purposes. This would minimize negative effects on residential properties and would ensure that Pleasant Ridge’s residential character is not adversely affected by these facilities.

The draft ordinance also contains provisions for the growing of medicinal marijuana, limiting those to the user's own residence with certain limitations. It also requires that a licensed marijuana facility must possess both a medicinal marijuana and a recreational marijuana license. It also includes a comprehensive application structure, and criteria if there are multiple requests for licenses. As allowed by the state law, the ordinance also provides for a \$5000 application fee, which applies to the initial application and annual renewals.

If you have any questions prior to the Commission meeting please let Jim know and I will try to answer them in advance.

MICHIGAN REGULATION AND TAXATION OF MARIHUANA ACT

Initiated Law 1 of 2018

An initiation of legislation to allow under state law the personal possession and use of marihuana by persons 21 years of age or older; to provide for the lawful cultivation and sale of marihuana and industrial hemp by persons 21 years of age or older; to permit the taxation of revenue derived from commercial marihuana facilities; to permit the promulgation of administrative rules; and to prescribe certain penalties for violations of this act. If not enacted by the Michigan State Legislature in accordance with the Michigan Constitution of 1963, the proposed legislation is to be voted on at the General Election, November 6, 2018.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

The People of the State of Michigan enact:

333.27951 Short title.

Sec. 1. This act shall be known and may be cited as the Michigan Regulation and Taxation of Marihuana Act.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27952 Purpose and intent.

Sec. 2. The purpose of this act is to make marihuana legal under state and local law for adults 21 years of age or older, to make industrial hemp legal under state and local law, and to control the commercial production and distribution of marihuana under a system that licenses, regulates, and taxes the businesses involved. The intent is to prevent arrest and penalty for personal possession and cultivation of marihuana by adults 21 years of age or older; remove the commercial production and distribution of marihuana from the illicit market; prevent revenue generated from commerce in marihuana from going to criminal enterprises or gangs; prevent the distribution of marihuana to persons under 21 years of age; prevent the diversion of marihuana to illicit markets; ensure the safety of marihuana and marihuana-infused products; and ensure security of marihuana establishments. To the fullest extent possible, this act shall be interpreted in accordance with the purpose and intent set forth in this section.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27953 Definitions.

Sec. 3. As used in this act:

(a) "Cultivate" means to propagate, breed, grow, harvest, dry, cure, or separate parts of the marihuana plant by manual or mechanical means.

(b) "Department" means the department of licensing and regulatory affairs.

(c) "Industrial hemp" means a plant of the genus *Cannabis* and any part of that plant, whether growing or not, with a delta-9 tetrahydrocannabinol concentration of 0.3% or less on a dry-weight basis or per volume or weight of marihuana-infused product, or for which the combined percent of delta-9-tetrahydrocannabinol and tetrahydrocannabinolic acid in any part of the plant, regardless of moisture content, is 0.3% or less.

- (d) "Licensee" means a person holding a state license.
- (e) "Marihuana" means all parts of the plant of the genus *Cannabis*, growing or not; the seeds of the plant; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant or its seeds or resin, including marihuana concentrate and marihuana-infused products. Marihuana does not include any of the following:
- (i) The mature stalks of the plant, fiber produced from the mature stalks, oil or cake made from the seeds of the plant, or any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks.
 - (ii) Industrial hemp.
 - (iii) Any other ingredient combined with marihuana to prepare topical or oral administrations, food, drink, or other products.
- (f) "Marihuana accessories" means any equipment, product, material, or combination of equipment, products, or materials, that is specifically designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, ingesting, inhaling, or otherwise introducing marihuana into the human body.
- (g) "Marihuana concentrate" means the resin extracted from any part of the plant of the genus *Cannabis*.
- (h) "Marihuana establishment" means a marihuana grower, marihuana safety compliance facility, marihuana processor, marihuana microbusiness, marihuana retailer, marihuana secure transporter, or any other type of marihuana-related business licensed by the marijuana regulatory agency.
- (i) "Marihuana grower" means a person licensed to cultivate marihuana and sell or otherwise transfer marihuana to marihuana establishments.
- (j) "Marihuana-infused product" means a topical formulation, tincture, beverage, edible substance, or similar product containing marihuana and other ingredients and that is intended for human consumption.
- (k) "Marihuana microbusiness" means a person licensed to cultivate not more than 150 marihuana plants; process and package marihuana; and sell or otherwise transfer marihuana to individuals who are 21 years of age or older or to a marihuana safety compliance facility, but not to other marihuana establishments.
- (l) "Marihuana processor" means a person licensed to obtain marihuana from marihuana establishments; process and package marihuana; and sell or otherwise transfer marihuana to marihuana establishments.
- (m) "Marihuana retailer" means a person licensed to obtain marihuana from marihuana establishments and to sell or otherwise transfer marihuana to marihuana establishments and to individuals who are 21 years of age or older.
- (n) "Marihuana secure transporter" means a person licensed to obtain marihuana from marihuana establishments in order to transport marihuana to marihuana establishments.
- (o) "Marihuana safety compliance facility" means a person licensed to test marihuana, including certification for potency and the presence of contaminants.
- (p) "Marijuana regulatory agency" means the marijuana regulatory agency created under Executive Reorganization Order No. 2019-2, MCL 333.27001.
- (q) "Municipal license" means a license issued by a municipality pursuant to section 16 that allows a person to operate a marihuana establishment in that municipality.
- (r) "Municipality" means a city, village, or township.
- (s) "Person" means an individual, corporation, limited liability company, partnership of any type, trust, or other legal entity.
- (t) "Process" or "processing" means to separate or otherwise prepare parts of the marihuana plant and to compound, blend, extract, infuse, or otherwise make or prepare marihuana concentrate or marihuana-infused products.
- (u) "State license" means a license issued by the marijuana regulatory agency that allows a person to operate a marihuana establishment.
- (v) "Unreasonably impracticable" means that the measures necessary to comply with the rules or ordinances adopted pursuant to this act subject licensees to unreasonable risk or require such a high investment of money, time, or any other resource or asset that a reasonably prudent businessperson would not operate the marihuana establishment.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018;—Am. 2020, Act 208, Imd. Eff. Oct. 15, 2020.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled

333.27954 Scope of act; unauthorized activities with marihuana and marihuana accessories; limitations; application of privileges, rights, immunities, and defenses under other marihuana laws; employer rights; property owner rights.

Sec. 4. 1. This act does not authorize:

- (a) operating, navigating, or being in physical control of any motor vehicle, aircraft, snowmobile, off-road recreational vehicle, or motorboat while under the influence of marihuana;
- (b) transfer of marihuana or marihuana accessories to a person under the age of 21;
- (c) any person under the age of 21 to possess, consume, purchase or otherwise obtain, cultivate, process, transport, or sell marihuana;
- (d) separation of plant resin by butane extraction or another method that utilizes a substance with a flashpoint below 100 degrees Fahrenheit in any public place, motor vehicle, or within the curtilage of any residential structure;
- (e) consuming marihuana in a public place or smoking marihuana where prohibited by the person who owns, occupies, or manages the property, except for purposes of this subdivision a public place does not include an area designated for consumption within a municipality that has authorized consumption in designated areas that are not accessible to persons under 21 years of age;
- (f) cultivating marihuana plants if the plants are visible from a public place without the use of binoculars, aircraft, or other optical aids or outside of an enclosed area equipped with locks or other functioning security devices that restrict access to the area;
- (g) consuming marihuana while operating, navigating, or being in physical control of any motor vehicle, aircraft, snowmobile, off-road recreational vehicle, or motorboat, or smoking marihuana within the passenger area of a vehicle upon a public way;
- (h) possessing marihuana accessories or possessing or consuming marihuana on the grounds of a public or private school where children attend classes in preschool programs, kindergarten programs, or grades 1 through 12, in a school bus, or on the grounds of any correctional facility; or
- (i) Possessing more than 2.5 ounces of marihuana within a person's place of residence unless the excess marihuana is stored in a container or area equipped with locks or other functioning security devices that restrict access to the contents of the container or area.

2. This act does not limit any privileges, rights, immunities, or defenses of a person as provided in the Michigan medical marihuana act, 2008 IL 1, MCL 333.26421 to 333.26430, the medical marihuana facilities licensing act, 2016 PA 281, MCL 333.27101 to 333.27801, or any other law of this state allowing for or regulating marihuana for medical use.

3. This act does not require an employer to permit or accommodate conduct otherwise allowed by this act in any workplace or on the employer's property. This act does not prohibit an employer from disciplining an employee for violation of a workplace drug policy or for working while under the influence of marihuana. This act does not prevent an employer from refusing to hire, discharging, disciplining, or otherwise taking an adverse employment action against a person with respect to hire, tenure, terms, conditions, or privileges of employment because of that person's violation of a workplace drug policy or because that person was working while under the influence of marihuana.

4. This act allows a person to prohibit or otherwise regulate the consumption, cultivation, distribution, processing, sale, or display of marihuana and marihuana accessories on property the person owns, occupies, or manages, except that a lease agreement may not prohibit a tenant from lawfully possessing and consuming marihuana by means other than smoking.

5. All other laws inconsistent with this act do not apply to conduct that is permitted by this act.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27955 Lawful activities by person 21 years of age or older; terms, conditions, limitations, and restrictions; denial of custody or visitation prohibited.

Sec. 5. 1. Notwithstanding any other law or provision of this act, and except as otherwise provided in section 4 of this act, the following acts by a person 21 years of age or older are not unlawful, are not an

offense, are not grounds for seizing or forfeiting property, are not grounds for arrest, prosecution, or penalty in any manner, are not grounds for search or inspection, and are not grounds to deny any other right or privilege:

(a) except as permitted by subdivision (b), possessing, using or consuming, internally possessing, purchasing, transporting, or processing 2.5 ounces or less of marihuana, except that not more than 15 grams of marihuana may be in the form of marihuana concentrate;

(b) within the person's residence, possessing, storing, and processing not more than 10 ounces of marihuana and any marihuana produced by marihuana plants cultivated on the premises and cultivating not more than 12 marihuana plants for personal use, provided that no more than 12 marihuana plants are possessed, cultivated, or processed on the premises at once;

(c) assisting another person who is 21 years of age or older in any of the acts described in this section; and

(d) giving away or otherwise transferring without remuneration up to 2.5 ounces of marihuana, except that not more than 15 grams of marihuana may be in the form of marihuana concentrate, to a person 21 years of age or older, as long as the transfer is not advertised or promoted to the public.

2. Notwithstanding any other law or provision of this act, except as otherwise provided in section 4 of this act, the use, manufacture, possession, and purchase of marihuana accessories by a person 21 years of age or older and the distribution or sale of marihuana accessories to a person 21 years of age or older is authorized, is not unlawful, is not an offense, is not grounds for seizing or forfeiting property, is not grounds for arrest, prosecution, or penalty in any manner, and is not grounds to deny any other right or privilege.

3. A person shall not be denied custody of or visitation with a minor for conduct that is permitted by this act, unless the person's behavior is such that it creates an unreasonable danger to the minor that can be clearly articulated and substantiated.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27956 Adoption or enforcement of ordinances by municipality; marihuana establishment local license; annual fee; restrictions on transportation or other facilities prohibited.

Sec. 6. 1. Except as provided in section 4, a municipality may completely prohibit or limit the number of marihuana establishments within its boundaries. Individuals may petition to initiate an ordinance to provide for the number of marihuana establishments allowed within a municipality or to completely prohibit marihuana establishments within a municipality, and such ordinance shall be submitted to the electors of the municipality at the next regular election when a petition is signed by qualified electors in the municipality in a number greater than 5% of the votes cast for governor by qualified electors in the municipality at the last gubernatorial election. A petition under this subsection is subject to section 488 of the Michigan election law, 1954 PA 116, MCL 168.488.

2. A municipality may adopt other ordinances that are not unreasonably impracticable and do not conflict with this act or with any rule promulgated pursuant to this act and that:

(a) establish reasonable restrictions on public signs related to marihuana establishments;

(b) regulate the time, place, and manner of operation of marihuana establishments and of the production, manufacture, sale, or display of marihuana accessories;

(c) authorize the sale of marihuana for consumption in designated areas that are not accessible to persons under 21 years of age, or at special events in limited areas and for a limited time; and

(d) designate a violation of the ordinance and provide for a penalty for that violation by a marihuana establishment, provided that such violation is a civil infraction and such penalty is a civil fine of not more than \$500.

3. A municipality may adopt an ordinance requiring a marihuana establishment with a physical location within the municipality to obtain a municipal license, but may not impose qualifications for licensure that conflict with this act or rules promulgated by the department.

4. A municipality may charge an annual fee of not more than \$5,000 to defray application, administrative, and enforcement costs associated with the operation of the marihuana establishment in the municipality.

5. A municipality may not adopt an ordinance that restricts the transportation of marihuana through the municipality or prohibits a marihuana grower, a marihuana processor, and a marihuana retailer from operating within a single facility or from operating at a location shared with a marihuana facility operating pursuant to

the medical marihuana facilities licensing act, 2016 PA 281, MCL 333.27101 to 333.27801.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27957 Implementation, administration, and enforcement by department; powers; duties; public meetings; annual report.

Sec. 7. 1. The department is responsible for implementing this act and has the powers and duties necessary to control the commercial production and distribution of marihuana. The department shall employ personnel and may contract with advisors and consultants as necessary to adequately perform its duties. No person who is pecuniarily interested, directly or indirectly, in any marihuana establishment may be an employee, advisor, or consultant involved in the implementation, administration, or enforcement of this act. An employee, advisor, or consultant of the department may not be personally liable for any action at law for damages sustained by a person because of an action performed or done in the performance of their duties in the implementation, administration, or enforcement of this act. The department of state police shall cooperate and assist the department in conducting background investigations of applicants. Responsibilities of the department include:

(a) promulgating rules pursuant to section 8 of this act that are necessary to implement, administer, and enforce this act;

(b) granting or denying each application for licensure and investigating each applicant to determine eligibility for licensure, including conducting a background investigation on each person holding an ownership interest in the applicant;

(c) ensuring compliance with this act and the rules promulgated thereunder by marihuana establishments by performing investigations of compliance and regular inspections of marihuana establishments and by taking appropriate disciplinary action against a licensee, including prescribing civil fines for violations of this act or rules and suspending, restricting, or revoking a state license;

(d) holding at least 4 public meetings each calendar year for the purpose of hearing complaints and receiving the views of the public with respect to administration of this act;

(e) collecting fees for licensure and fines for violations of this act or rules promulgated thereunder, depositing all fees collected in the marihuana regulation fund established by section 14 of this act, and remitting all fines collected to be deposited in the general fund; and

(f) submitting an annual report to the governor covering the previous year, which report shall include the number of state licenses of each class issued, demographic information on licensees, a description of enforcement and disciplinary actions taken against licensees, and a statement of revenues and expenses of the department related to the implementation, administration, and enforcement of this act.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27958 Rules; limitations.

Sec. 8. (1) The marijuana regulatory agency shall promulgate rules to implement and administer this act that include all of the following:

(a) Procedures for issuing a state license pursuant to section 9 and for renewing, suspending, and revoking a state license.

(b) A schedule of fees in amounts not more than necessary to pay for implementation, administration, and enforcement costs of this act and that relate to the size of each licensee or the volume of business conducted by the licensee.

(c) Qualifications for licensure that are directly and demonstrably related to the operation of a marihuana establishment. However, a prior conviction solely for a marihuana-related offense does not disqualify an individual or otherwise affect eligibility for licensure, unless the offense involved distribution of a controlled

substance to a minor.

(d) Requirements and standards for safe cultivation, processing, and distribution of marihuana by marihuana establishments, including health standards to ensure the safe preparation of marihuana-infused products and prohibitions on pesticides that are not safe for use on marihuana.

(e) Testing, packaging, and labeling standards, procedures, and requirements for marihuana, including, but not limited to, all of the following:

(i) A maximum tetrahydrocannabinol level for marihuana-infused products.

(ii) A requirement that a representative sample of marihuana be tested by a marihuana safety compliance facility.

(iii) A requirement that the amount of marihuana or marihuana concentrate contained within a marihuana-infused product be specified on the product label.

(iv) A requirement that all marihuana sold through marihuana retailers and marihuana microbusinesses include on the exterior of the marihuana packaging the following warning printed in clearly legible type and surrounded by a continuous heavy line:

WARNING: USE BY PREGNANT OR BREASTFEEDING WOMEN, OR BY
WOMEN PLANNING TO BECOME PREGNANT, MAY RESULT IN FETAL
INJURY, PRETERM BIRTH, LOW BIRTH WEIGHT, OR DEVELOPMENTAL
PROBLEMS FOR THE CHILD.

(f) Security requirements, including lighting, physical security, and alarm requirements, and requirements for securely transporting marihuana between marihuana establishments. The requirements described in this subdivision must not prohibit cultivation of marihuana outdoors or in greenhouses.

(g) Record keeping requirements for marihuana establishments and monitoring requirements to track the transfer of marihuana by licensees.

(h) Requirements for the operation of marihuana secure transporters to ensure that all marihuana establishments are properly serviced.

(i) Reasonable restrictions on advertising, marketing, and display of marihuana and marihuana establishments.

(j) A plan to promote and encourage participation in the marihuana industry by people from communities that have been disproportionately impacted by marihuana prohibition and enforcement and to positively impact those communities.

(k) Penalties for failure to comply with any rule promulgated pursuant to this section or for any violation of this act by a licensee, including civil fines and suspension, revocation, or restriction of a state license.

(l) Informational pamphlet standards for marihuana retailers and marihuana microbusinesses, including, but not limited to, a requirement to make available to every customer at the time of sale a pamphlet measuring 3.5 inches by 5 inches that includes safety information related to marihuana use by minors and the poison control hotline number.

(m) Procedures and standards for approving an appointee to operate a marihuana establishment under section 9a.

(2) The marijuana regulatory agency may promulgate rules to do any of the following:

(a) Provide for the issuance of additional types or classes of state licenses to operate marihuana-related businesses, including licenses that authorize any of the following:

(i) Limited cultivation, processing, transportation, delivery, storage, sale, or purchase of marihuana.

(ii) Consumption of marihuana within designated areas.

(iii) Consumption of marihuana at special events in limited areas and for a limited time.

(iv) Cultivation for purposes of propagation.

(v) Facilitation of scientific research or education.

(b) Regulate the cultivation, processing, distribution, and sale of industrial hemp.

(3) The marijuana regulatory agency shall not promulgate a rule that does any of the following:

(a) Establishes a limit on the number of any type of state licenses that may be granted.

(b) Requires a customer to provide a marihuana retailer with identifying information other than identification to determine the customer's age or requires the marihuana retailer to acquire or record personal information about customers other than information typically required in a retail transaction.

(c) Prohibits a marihuana establishment from operating at a shared location of a marihuana facility operating pursuant to the medical marihuana facilities licensing act, 2016 PA 281, MCL 333.27101 to 333.27801, or prohibits a marihuana grower, marihuana processor, or marihuana retailer from operating within a single facility.

(d) Is unreasonably impracticable.

(4) A rule promulgated under this act must be promulgated pursuant to the administrative procedures act of

1969, 1969 PA 306, MCL 24.201 to 24.328.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018;—Am. 2020, Act 31, Imd. Eff. Feb. 20, 2020;—Am. 2020, Act 208, Imd. Eff. Oct. 15, 2020.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

For the transfer of powers and duties of the department of licensing and regulatory affairs to promulgate rules to regulate industrial hemp to the department of agriculture and rural development by type II transfer, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27959 License to operate a marihuana establishment; application; qualifications; issuance; disclosure.

Sec. 9. 1. Each application for a state license must be submitted to the department. Upon receipt of a complete application and application fee, the department shall forward a copy of the application to the municipality in which the marihuana establishment is to be located, determine whether the applicant and the premises qualify for the state license and comply with this act, and issue the appropriate state license or send the applicant a notice of rejection setting forth specific reasons why the department did not approve the state license application within 90 days.

2. The department shall issue the following state license types: marihuana retailer; marihuana safety compliance facility; marihuana secure transporter; marihuana processor; marihuana microbusiness; class A marihuana grower authorizing cultivation of not more than 100 marihuana plants; class B marihuana grower authorizing cultivation of not more than 500 marihuana plants; and class C marihuana grower authorizing cultivation of not more than 2,000 marihuana plants.

3. Except as otherwise provided in this section, the department shall approve a state license application and issue a state license if:

(a) the applicant has submitted an application in compliance with the rules promulgated by the department, is in compliance with this act and the rules, and has paid the required fee;

(b) the municipality in which the proposed marihuana establishment will be located does not notify the department that the proposed marihuana establishment is not in compliance with an ordinance consistent with section 6 of this act and in effect at the time of application;

(c) the property where the proposed marihuana establishment is to be located is not within an area zoned exclusively for residential use and is not within 1,000 feet of a pre-existing public or private school providing education in kindergarten or any of grades 1 through 12, unless a municipality adopts an ordinance that reduces this distance requirement;

(d) no person who holds an ownership interest in the marihuana establishment applicant:

(1) will hold an ownership interest in both a marihuana safety compliance facility or in a marihuana secure transporter and in a marihuana grower, a marihuana processor, a marihuana retailer, or a marihuana microbusiness;

(2) will hold an ownership interest in both a marihuana microbusiness and in a marihuana grower, a marihuana processor, a marihuana retailer, a marihuana safety compliance facility, or a marihuana secure transporter; and

(3) will hold an ownership interest in more than 5 marihuana growers or in more than 1 marihuana microbusiness, except that the department may approve a license application from a person who holds an ownership interest in more than 5 marihuana growers or more than 1 marihuana microbusiness if, after January 1, 2023, the department promulgates a rule authorizing an individual to hold an ownership interest in more than 5 marihuana growers or in more than 1 marihuana microbusiness.

4. If a municipality limits the number of marihuana establishments that may be licensed in the municipality pursuant to section 6 of this act and that limit prevents the department from issuing a state license to all applicants who meet the requirements of subsection 3 of this section, the municipality shall decide among competing applications by a competitive process intended to select applicants who are best suited to operate in compliance with this act within the municipality.

5. All state licenses are effective for 1 year, unless the department issues the state license for a longer term. A state license is renewed upon receipt of a complete renewal application and a renewal fee from any marihuana establishment in good standing.

6. The department shall begin accepting applications for marihuana establishments within 12 months after the effective date of this act. Except as otherwise provided in this section, for 24 months after the department

begins to receive applications for marihuana establishments, the department may only accept applications for licensure: for a class A marihuana grower or for a marihuana microbusiness, from persons who are residents of Michigan; for a marihuana retailer, marihuana processor, class B marihuana grower, class C marihuana grower, or a marihuana secure transporter, from persons holding a state operating license pursuant to the medical marihuana facilities licensing act, 2016 PA 281, MCL 333.27101 to 333.27801; and for a marihuana safety compliance facility, from any applicant. One year after the department begins to accept applications pursuant to this section, the department shall begin accepting applications from any applicant if the department determines that additional state licenses are necessary to minimize the illegal market for marihuana in this state, to efficiently meet the demand for marihuana, or to provide for reasonable access to marihuana in rural areas.

7. Information obtained from an applicant related to licensure under this act is exempt from disclosure under the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018..

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27959a Operation of a marihuana establishment; approval; marijuana regulatory agency; notice of violation.

Sec. 9a. (1) The marijuana regulatory agency may approve the operation of a marihuana establishment by any of the following:

(a) A court-appointed personal representative, guardian, or conservator of an individual who holds a state license or has an interest in a person that holds a state license.

(b) A court-appointed receiver or trustee.

(2) If an individual approved to operate a marihuana establishment under subsection (1) receives notice from the marijuana regulatory agency that the marihuana establishment the individual is operating is in violation of this act or the rules promulgated under this act, the individual shall notify the court that appointed the individual of the notice of violation within 2 days after receiving the notice of violation.

History: Add. 2020, Act 208, Imd. Eff. Oct. 15, 2020.

333.27960 Lawful activities by marihuana grower, processor, transporter, or retailer; limitations; contracts related to operation of marihuana establishments.

Sec. 10. 1. Notwithstanding any other law or provision of this act, and except as otherwise provided in section 4 of this act or the rules promulgated thereunder, the following acts are not unlawful, are not an offense, are not grounds for seizing or forfeiting property, are not grounds for arrest, prosecution, or penalty in any manner, are not grounds for search or inspection except as authorized by this act, and are not grounds to deny any other right or privilege:

(a) a marihuana grower or an agent acting on behalf of a marihuana grower who is 21 years of age or older, cultivating not more than the number of marihuana plants authorized by the state license class; possessing, packaging, storing, or testing marihuana; acquiring marihuana seeds or seedlings from a person who is 21 years of age or older; selling or otherwise transferring, purchasing or otherwise obtaining, or transporting marihuana to or from a marihuana establishment; or receiving compensation for goods or services;

(b) a marihuana processor or agent acting on behalf of a marihuana processor who is 21 years of age or older, possessing, processing, packaging, storing, or testing marihuana; selling or otherwise transferring, purchasing or otherwise obtaining, or transporting marihuana to or from a marihuana establishment; or receiving compensation for goods or services;

(c) a marihuana secure transporter or an agent acting on behalf of a marihuana secure transporter who is 21 years of age or older, possessing or storing marihuana; transporting marihuana to or from a marihuana establishment; or receiving compensation for services;

(d) a marihuana safety compliance facility or an agent acting on behalf of a marihuana safety compliance facility who is 21 years of age or older, testing, possessing, repackaging, or storing marihuana; transferring, obtaining, or transporting marihuana to or from a marihuana establishment; or receiving compensation for services;

(e) a marihuana retailer or an agent acting on behalf of a marihuana retailer who is 21 years of age or older, possessing, storing, or testing marihuana; selling or otherwise transferring, purchasing or otherwise obtaining,

or transporting marihuana to or from a marihuana establishment; selling or otherwise transferring marihuana to a person 21 years of age or older; or receiving compensation for goods or services; or

(f) a marihuana microbusiness or an agent acting on behalf of a marihuana microbusiness who is 21 years of age or older, cultivating not more than 150 marihuana plants; possessing, processing, packaging, storing, or testing marihuana from marihuana plants cultivated on the premises; selling or otherwise transferring marihuana cultivated or processed on the premises to a person 21 years of age or older; or receiving compensation for goods or services.

(g) leasing or otherwise allowing the use of property owned, occupied, or managed for activities allowed under this act;

(h) enrolling or employing a person who engages in marihuana-related activities allowed under this act;

(i) possessing, cultivating, processing, obtaining, transferring, or transporting industrial hemp; or

(j) providing professional services to prospective or licensed marihuana establishments related to activity under this act.

2. A person acting as an agent of a marihuana retailer who sells or otherwise transfers marihuana or marihuana accessories to a person under 21 years of age is not subject to arrest, prosecution, forfeiture of property, disciplinary action by a professional licensing board, denial of any right or privilege, or penalty in any manner, if the person reasonably verified that the recipient appeared to be 21 years of age or older by means of government-issued photographic identification containing a date of birth, and the person complied with any rules promulgated pursuant to this act.

3. It is the public policy of this state that contracts related to the operation of marihuana establishments be enforceable.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27961 Marihuana establishments; requirements; limitations.

Sec. 11. (a) A marihuana establishment may not allow cultivation, processing, sale, or display of marihuana or marihuana accessories to be visible from a public place outside of the marihuana establishment without the use of binoculars, aircraft, or other optical aids.

(b) A marihuana establishment may not cultivate, process, test, or store marihuana at any location other than a physical address approved by the department and within an enclosed area that is secured in a manner that prevents access by persons not permitted by the marihuana establishment to access the area.

(c) A marihuana establishment shall secure every entrance to the establishment so that access to areas containing marihuana is restricted to employees and other persons permitted by the marihuana establishment to access the area and to agents of the department or state and local law enforcement officers and emergency personnel and shall secure its inventory and equipment during and after operating hours to deter and prevent theft of marihuana and marihuana accessories.

(d) No marihuana establishment may refuse representatives of the department the right during the hours of operation to inspect the licensed premises or to audit the books and records of the marihuana establishment.

(e) No marihuana establishment may allow a person under 21 years of age to volunteer or work for the marihuana establishment.

(f) No marihuana establishment may sell or otherwise transfer marihuana that was not produced, distributed, and taxed in compliance with this act.

(g) A marihuana grower, marihuana retailer, marihuana processor, marihuana microbusiness, or marihuana testing facility or agents acting on their behalf may not transport more than 15 ounces of marihuana or more than 60 grams of marihuana concentrate at one time.

(h) A marihuana secure transporter may not hold title to marihuana.

(i) No marihuana processor may process and no marihuana retailer may sell edible marihuana-infused candy in shapes or packages that are attractive to children or that are easily confused with commercially sold candy that does not contain marihuana.

(j) No marihuana retailer may sell or otherwise transfer marihuana that is not contained in an opaque, resealable, child-resistant package designed to be significantly difficult for children under 5 years of age to open and not difficult for normal adults to use properly as defined by 16 C.F.R. 1700.20 (1995), unless the marihuana is transferred for consumption on the premises where sold.

(k) No marihuana establishment may sell or otherwise transfer tobacco.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27962 Deduction of certain expenses from income.

Sec. 12. In computing net income for marihuana establishments, deductions from state taxes are allowed for all the ordinary and necessary expenses paid or incurred during the taxable year in carrying out a trade or business.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27963 Imposition of excise tax.

Sec. 13. 1. In addition to all other taxes, an excise tax is imposed on each marihuana retailer and on each marihuana microbusiness at the rate of 10% of the sales price for marihuana sold or otherwise transferred to anyone other than a marihuana establishment.

2. Except as otherwise provided by a rule promulgated by the department of treasury, a product subject to the tax imposed by this section may not be bundled in a single transaction with a product or service that is not subject to the tax imposed by this section.

3. The department of treasury shall administer the taxes imposed under this act and may promulgate rules pursuant to the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to MCL 24.328, that prescribe a method and manner for payment of the tax to ensure proper tax collection under this act.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27964 Marihuana regulation fund; creation; administration; allocation of expenditures.

Sec. 14. 1. The marihuana regulation fund is created in the state treasury. The department of treasury shall deposit all money collected under section 13 of this act and the department shall deposit all fees collected in the fund. The state treasurer shall direct the investment of the fund and shall credit the fund interest and earnings from fund investments. The department shall administer the fund for auditing purposes. Money in the fund shall not lapse to the general fund.

2. Funds for the initial activities of the department to implement this act shall be appropriated from the general fund. The department shall repay any amount appropriated under this subsection from proceeds in the fund.

3. The department shall expend money in the fund first for the implementation, administration, and enforcement of this act, and second, until 2022 or for at least two years, to provide \$20 million annually to one or more clinical trials that are approved by the United States food and drug administration and sponsored by a non-profit organization or researcher within an academic institution researching the efficacy of marihuana in treating the medical conditions of United States armed services veterans and preventing veteran suicide. Upon appropriation, unexpended balances must be allocated as follows:

(a) 15% to municipalities in which a marihuana retail store or a marihuana microbusiness is located, allocated in proportion to the number of marihuana retail stores and marihuana microbusinesses within the municipality;

(b) 15% to counties in which a marihuana retail store or a marihuana microbusiness is located, allocated in proportion to the number of marihuana retail stores and marihuana microbusinesses within the county;

- (c) 35% to the school aid fund to be used for K-12 education; and
- (d) 35% to the Michigan transportation fund to be used for the repair and maintenance of roads and bridges.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27965 Violations; penalties.

Sec. 15. A person who commits any of the following acts, and is not otherwise authorized by this act to conduct such activities, may be punished only as provided in this section and is not subject to any other form of punishment or disqualification, unless the person consents to another disposition authorized by law:

1. Except for a person who engaged in conduct described in sections 4(1)(a), 4(1)(b), 4(1)(c), 4(1)(d), 4(1)(g), or 4(1)(h), a person who possesses not more than the amount of marihuana allowed by section 5, cultivates not more than the amount of marihuana allowed by section 5, delivers without receiving any remuneration to a person who is at least 21 years of age not more than the amount of marihuana allowed by section 5, or possesses with intent to deliver not more than the amount of marihuana allowed by section 5, is responsible for a civil infraction and may be punished by a fine of not more than \$100 and forfeiture of the marihuana.

2. Except for a person who engaged in conduct described in section 4, a person who possesses not more than twice the amount of marihuana allowed by section 5, cultivates not more than twice the amount of marihuana allowed by section 5, delivers without receiving any remuneration to a person who is at least 21 years of age not more than twice the amount of marihuana allowed by section 5, or possesses with intent to deliver not more than twice the amount of marihuana allowed by section 5:

(a) for a first violation, is responsible for a civil infraction and may be punished by a fine of not more than \$500 and forfeiture of the marihuana;

(b) for a second violation, is responsible for a civil infraction and may be punished by a fine of not more than \$1,000 and forfeiture of the marihuana;

(c) for a third or subsequent violation, is guilty of a misdemeanor and may be punished by a fine of not more than \$2,000 and forfeiture of the marihuana.

3. Except for a person who engaged in conduct described by section 4(1)(a), 4(1)(d), or 4(1)(g), a person under 21 years of age who possesses not more than 2.5 ounces of marihuana or who cultivates not more than 12 marihuana plants:

(a) for a first violation, is responsible for a civil infraction and may be punished as follows:

(1) if the person is less than 18 years of age, by a fine of not more than \$100 or community service, forfeiture of the marihuana, and completion of 4 hours of drug education or counseling; or

(2) if the person is at least 18 years of age, by a fine of not more than \$100 and forfeiture of the marihuana.

(b) for a second violation, is responsible for a civil infraction and may be punished as follows:

(1) if the person is less than 18 years of age, by a fine of not more than \$500 or community service, forfeiture of the marihuana, and completion of 8 hours of drug education or counseling; or

(2) if the person is at least 18 years of age, by a fine of not more than \$500 and forfeiture of the marihuana.

4. Except for a person who engaged in conduct described in section 4, a person who possesses more than twice the amount of marihuana allowed by section 5, cultivates more than twice the amount of marihuana allowed by section 5, or delivers without receiving any remuneration to a person who is at least 21 years of age more than twice the amount of marihuana allowed by section 5, shall be responsible for a misdemeanor, but shall not be subject to imprisonment unless the violation was habitual, willful, and for a commercial purpose or the violation involved violence.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.

333.27966 Failure to act by department; application to municipality.

Sec. 16. 1. If the department does not timely promulgate rules as required by section 8 of this act or accept or process applications in accordance with section 9 of this act, beginning one year after the effective date of this act, an applicant may submit an application for a marihuana establishment directly to the municipality where the marihuana establishment will be located.

2. If a marihuana establishment submits an application to a municipality under this section, the municipality shall issue a municipal license to the applicant within 90 days after receipt of the application unless the municipality finds and notifies the applicant that the applicant is not in compliance with an ordinance or rule adopted pursuant to this act.

3. If a municipality issues a municipal license pursuant to this section:

- (a) the municipality shall notify the department that the municipal license has been issued;
- (b) the municipal license has the same force and effect as a state license; and
- (c) the holder of the municipal license is not subject to regulation or enforcement by the department during the municipal license term.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

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333.27967 Construction of act; effect of federal law; severability.

Sec. 17. This act shall be broadly construed to accomplish its intent as stated in section 2 of this act. Nothing in this act purports to supersede any applicable federal law, except where allowed by federal law. All provisions of this act are self-executing. Any section of this act that is found invalid as to any person or circumstances shall not affect the application of any other section of this act that can be given full effect without the invalid section or application.

History: 2018, Initiated Law 1, Eff. Dec. 6, 2018.

Compiler's note: This new act was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. The proposed language was certified to the legislature on April 26, 2018 with the 40-day consideration period lapsing on June 5, 2018. The initiative petition was submitted to the voters as proposal 18-1 at the November 6, 2018 general election where it was approved 2,356,422 for and 1,859,675 against.

For the transfer of powers and duties of the department of licensing and regulatory affairs, including its bureau of marijuana regulation, to the marijuana regulatory agency, and abolishment of the bureau of marijuana regulation, see E.R.O. No. 2019-2, compiled at MCL 333.27001.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: June 3, 2021
 Re: Water Infrastructure Millage Ballot Language

Overview

As discussed extensively over the past few months, we must reconstruct our water infrastructure over the next 20-30 years. One option to pay for these improvements is to levy a 3.5 mill property tax millage if approved by the voters.

Background

In 2018 the State adopted new lead and copper drinking water rules that require all water suppliers to replace all lead service lines at public cost. In Pleasant Ridge about 60% of our lead service lines are lead, and we estimate that it will cost about \$8 million to replace all of them. At the same time, our water mains are nearly 100 years old, and are also at the end of their life and require replacement. Replacing our water mains is estimated to cost about \$16 million, for a total project cost of \$25 million.

For more information about the upcoming water infrastructure project, refer to the information online at: www.cityofpleasantridge.org/departments/water-and-sewer/

In May, the City Commission approved new water rates that will result in about a 35% utility bill cost increase for all residents for FY22 starting July 1, 2021. Approval of the millage in November would result in a total property tax + utility bill cost increase for all residents of about 6%, while allowing the City to restore water rates back to 2020 levels starting July 1, 2022, when the new millage takes effect.

The specific language proposed for the November 2 ballot is as follows:

Proposal 2021 - 1 **Water Infrastructure Millage Proposal**

Shall the City of Pleasant Ridge be authorized levy up to three and one half (3.5) mills per year, for years 2022 through 2051, in excess of its Charter authorized tax rate as reduced by Section 34, Article IX of the 1963 State Constitution, such additional millage to be used to finance water infrastructure projects including water main replacement and construction, public and private lead service line replacement, and associated restoration work within the City of Pleasant Ridge? It is estimated that 3.5 mills would provide \$620,993 if levied in full in 2022.

Yes

No

Requested Action

City Commission consideration of approval for the water infrastructure millage to be placed on the November 2, 2021, election ballot.

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KATHERINE A. TOMASIK

June 2, 2021

VIA ELECTRONIC MAIL

Mr. James Breuckman, City Manager
City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Re: Water Infrastructure Millage Proposal

Dear Mr. Breuckman:

I have reviewed and approve the form of the attached ballot language for the millage proposal.

Please call or reply with any questions.

Very truly yours,

ADKISON, NEED, ALLEN, & RENTROP, PLLC

Gregory K. Need

/mms
Enc.

City of Pleasant Ridge
Ballot Proposal – November 2, 2021

Proposal 2021 - 1
Water Infrastructure Millage Proposal

Shall the City of Pleasant Ridge be authorized levy up to three and one half (3.5) mills per year, for years 2022 through 2051, in excess of its Charter authorized tax rate as reduced by Section 34, Article IX of the 1963 State Constitution, such additional millage to be used to finance water infrastructure projects including water main replacement and construction, lead service line replacement, and associated restoration work within the City of Pleasant Ridge? It is estimated that 3.5 mills would provide \$620,993 if levied in full in 2022.

Yes

No



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: June 3, 2021
 Re: Utility Bill Credit Card Fees and Late Fees

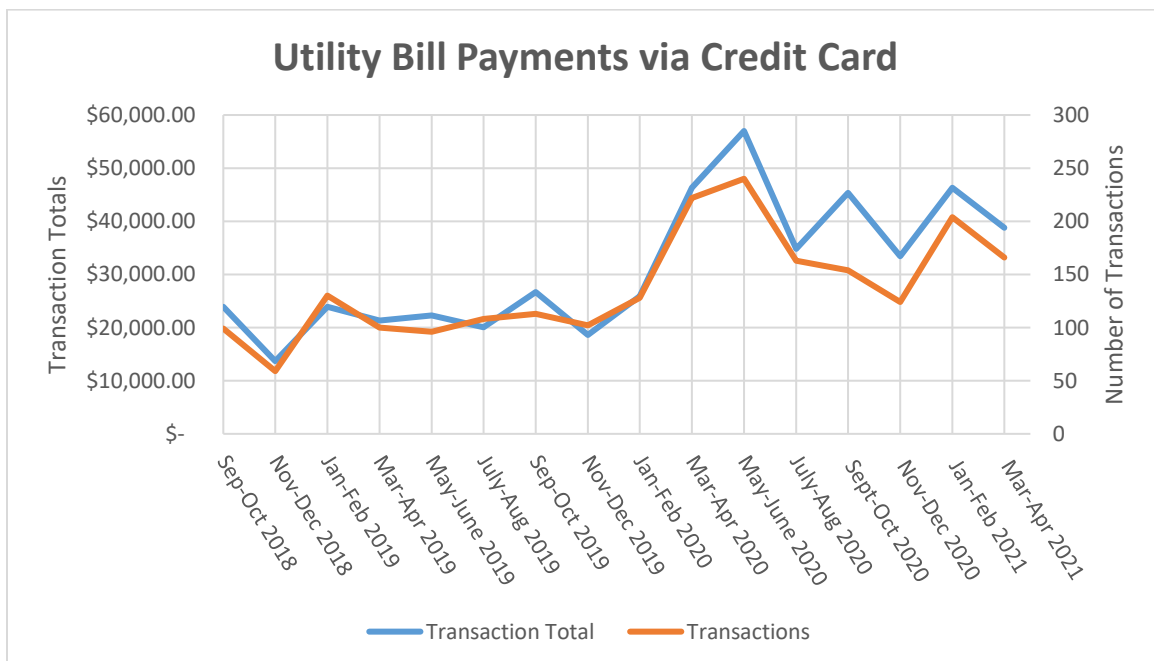
Overview

In April of 2020 the City temporarily suspended the convenience fee for credit card transactions and late fees for delinquent utility bill payments due to the impacts of COVID-19. The Commission reviewed this decision in October of 2020 and decided to continue waiving the fees. Now that the State of Michigan is ending COVID restrictions fully on July 1 we will be operating again as normal. Staff is asking the City Commission to consider reinstating credit card fees and late fees for nonpayment of utility bills starting July 1, 2021.

Background

Credit Card Fees

Credit card fees were waived primarily because City Hall was closed from mid-March until early July and residents could only pay online or through the drop box. The following chart shows the total dollar amount and number of utility bill payments by credit card for each billing period over the past two years:



The chart shows that about 110 customers paid about \$22,500 of utility bills each billing period until COVID. There was a spike in payments during the height of the shutdown, and since then credit card payment volumes and numbers have remained in between the volume we saw before COVID and the spike when City Hall was closed last spring.

The financial cost to the City to absorb the credit card fees is about \$10,000 total over the past year.

Late Fees

As we have not been calculating late fees since COVID started, we do not have data readily available on the total value of late fees that have been waived. In recent years, the average value of utility bill penalties has been about \$19,000 per year, or \$3,150 per two-month billing cycle.

Requested Action

City Commission guidance on when to reinstate credit card transaction fees and late fees to utility bills. The Commission can choose to reinstate both, one, or neither of the fees at its discretion.