



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

**City Commission Meeting
May 10, 2022
Agenda**

Honorable Mayor, City Commissioners and Residents: This shall serve as your official notification of the Regular City Commission Meeting to be held Tuesday, May 10, 2022, at 7:30pm, in the City Commission Chambers, Pleasant Ridge City Hall, 23925 Woodward Avenue, Pleasant Ridge, MI 48069. The following items are on the Agenda for your consideration:

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. Accounting Services agreement between the City of Pleasant Ridge and Plante Moran, PLLC.**
- 6. City Commission Liaison Reports.**
 - **Commissioner Lenko – Ferndale Public Schools.**
 - **Commissioner Perry – Planning/DDA.**
 - **Commissioner Schmier – Historical Commission.**
 - **Commissioner Budnik – Recreation Commission.**
- 7. Governmental Reports.**
- 8. Consideration of the following 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, April 12, 2022.
 - b. Monthly Disbursement Report.
 - c. Proclamation declaring Sunday, May 15, 2022, as Police Memorial Day and May 11-17, 2022 as Police Week.
 - d. Proclamation declaring the first Friday in June as National Gun Violence Awareness Day.

9. Establishing public hearings on Tuesday, June 14, 2022, at 7:30 p.m., to solicit public comments on the following:
 - a. Proposed fiscal year 2022-2023 Millage Rates.
 - b. Proposed fiscal year 2022-2023 Combined City Budgets.
10. 2022-2023 Utility Bill rates.
11. Skymint Marijuana License Application.
12. City Manager's Report.
13. Other Business.
14. Adjournment.

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the City at least seventy-two (72) hours in advance of the meeting, if requesting accommodations. If you have any ADA questions, please call the Clerk's Office (248) 541-2901.



City of Pleasant Ridge

From: Jim Breuckman, City Manager
To: City Commission
Date: May 5, 2022
Re: Plante Moran Updated Engagement Letter

Overview

Plante Moran has requested new terms of engagement with the City. Plante has experienced inflationary increases in the cost of services in recent years, both due to general economic conditions, but also due to the lack of qualified local government finance professionals.

The proposed cost increase from FY22 to FY23 would be from \$70,056 to about \$78,000, an annual cost increase of about \$8,000.

Background

I have worked with Plante Moran to identify ways to minimize the cost impact on the City, including using more remote work to limit on-site work hours allowing Plante to provide more cost-effective service.

Plante Moran has also agreed to use a blended \$130/hour rate for our work. Comparable contracts in other communities have used hourly rates of \$165/hour (Charlotte, MI approved FY18), and \$175-\$225 an hour (Scio Township, MI approved FY22) for comparable staff levels to the Plante professionals who work with us.

Requested Action

City Commission consideration of the updated Plante Moran engagement letter.

March 30, 2022

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

Dear Jim:

Thank you for your selection of Plante & Moran, PLLC ("PM") to assist you. This letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, confirms our understanding of the nature, limitations, and terms of the services PM will provide to City of Pleasant Ridge ("Client").

Scope of Services

We will continue to provide financial assistance at your discretion. Our work product will be in the form of preparing and reviewing financial schedules and analysis created under the direction and supervision of you, the City Manager. Our consulting services will be provided to assist you in connection with accounting and finance related tasks. These tasks will include, but are not limited to:

- Bank reconciliations
- Maintenance of general ledger accounting
- Monthly review of budget to actual results
- Current property tax collection and disbursement activity, including reconciliation to the general ledger
- Property tax settlement with Oakland County
- Audit preparation and oversight
- Preparation of annual reports for the State of Michigan
- Other accounting tasks as time permits

This scope of services is consistent with the services we have provided to Pleasant Ridge over the past several years.

If additional work will be requested by the City of Pleasant Ridge that is not specified above, we will confirm in writing in the aforementioned addendum to this letter.

It should be noted that at no time during this engagement will we be responsible for making investment decisions, signing checks, making bank transfers, initiating ACH or wire transfers, or handling cash in any way.

We expect our work will be performed both in person and remotely. Meetings and presentations may be conducted using Zoom or Microsoft Teams. For procedures that are necessary to be performed onsite, if any, we will work with you to schedule that work based on and subject to applicable legal requirements and/or guidance regarding worksite safety conditions. While working remotely, we will rely on the City of Pleasant Ridge to provide any electronic documents we require, including remote access to the general ledger and other electronic systems.

Fees and Payment Terms

Historically, our arrangement with the City has been structured around providing 7 days per month of service at a fixed rate per month; however, we regularly exceeded the planned hours of service due to the City's needs as a result of the ever-increasing demands of municipal finance, including State of Michigan mandates and new GASB pronouncements. Also, there are some inherent inefficiencies working in person at City Hall. We have recently discontinued offering fixed fee arrangements for our service and will bill the City on a per hour basis going forward (effective July 1, 2022).

In recognition of our long-standing relationship with the City of Pleasant Ridge, we have agreed to forego our standard hourly rates by role (Partner, Manager, etc...). Instead, we will bill the City for all of our accounting service time at the significantly discounted blended hourly rate of **\$130 per hour**, subject to the terms and conditions of the accompanying Professional Services Agreement.

By serving the City with a hybrid model of both onsite and remote work we estimate our service will approximate 600 hours per year. At this number of hours, the impact of the City's overall fee in FY23 would be as follows:

	FY 22	FY 23	Increase
Annual Fee	\$70,056	\$78,000	\$7,944

Should you continue to utilize this service, the blended hourly rate will increase annually on July 1. The increase will be the higher of 2.5% or the inflation rate multiplier as defined by MCL 211.34d.

Any other projects or consulting services in addition to the ones noted above may be requested by City management. Fees for those additional services will be negotiated and included in a separate engagement letter.

As you probably realize, our primary cost is salaries that are paid currently. Accordingly, our invoices, which will be rendered as services are provided are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

March 30, 2022

For your convenience, payments can be made via domestic wire or ACH to the following account:

Domestic Wire

Bank of America
100 West 33rd Street
New York, NY 10001

Account No. 9890996003
Routing/ABA No. 026009593
Account Name: Plante & Moran, PLLC
Account Address: 3000 Town Center
Suite 400
Southfield, MI 48075

ACH

Bank of America
1401 Elm Street 2nd Floor
Dallas TX 75202

Account No. 9890996003
Routing/ABA No. 071000039
Account Name: Plante & Moran, PLLC
Account Address: 3000 Town Center
Suite 400
Southfield, MI 48075

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC



Brian J. Camiller, CPA
Partner

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement (collectively "Agreement"), which set forth the entire agreement between City of Pleasant Ridge and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

City of Pleasant Ridge

James Breuckman

Date

Title

Professional Services Agreement – Temporary Finance Assistance Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for our temporary finance assistance services dated March 30, 2022 between Plante & Moran, PLLC (referred to herein as “PM”) and City of Pleasant Ridge (referred to herein as “Client”).

1. **Management Responsibilities** – The temporary finance services PM will provide are advisory in nature. While providing these services, PM will have no authority or responsibility for any management decisions or management functions. Further, Client acknowledges that Client is solely responsible for all such management decisions and management functions. Client will also be responsible for evaluating the adequacy and results of the services PM will provide and accepting responsibility for the results of those services. Client has designated Jim Breuckman to oversee the services PM will provide.

Client is responsible for the design, implementation, and maintenance of internal controls, including monitoring ongoing activities in connection with our engagement.

PM accepts no responsibility as a responsible party for the payment of taxes of any nature, including, but not limited to income, withholding, sales, excess of other taxes assessed at the Federal, State or local levels that may be owed or otherwise arise.

Client represents and warrants that any and all information that it transmits to PM will be done so in full compliance with all applicable federal, state, local, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, “Data Privacy Laws”). Client shall not disclose personal data of data subjects (“Personal Data”) who are entitled to certain rights and protections afforded by Data Privacy Laws to PM without prior notification to PM. Client shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

2. **Review and Supervision** – Client understands and acknowledges that all PM staff assigned to this project are working solely at Client’s direction and agree that all work performed will be subject to the same supervision, review and approval practices that Client undertakes with its own staff. It is understood that, in accordance with the terms of this Agreement, the work of PM staff assigned to this project will not be reviewed by any other person at PM. Client is solely responsible for supervision, review and approval of the work performed, including review and approval of any journal entries prepared by PM staff prior to posting.

3. **Nature and Limitations of Services** – PM’s project activities will be based on information and records provided by Client. PM will rely on such underlying information and records and PM’s project activities will not include audit or verification of the information and records provided to PM in connection with PM’s project activities.

The project activities PM will perform will not constitute an examination or audit of any Client financial statements or any other items, including Client’s internal controls. If Client requires financial statements or other financial information for third-party use, or if Client requires tax preparation or consulting services, a separate engagement letter will be required. Accordingly, Client agrees not to associate or make reference to PM in connection with any financial statements or other financial information of Client. In addition, PM’s engagement is not designed and cannot be relied upon to disclose errors, fraud or illegal acts that may exist. However, PM will inform Client of any such matters that come to PM’s attention.

4. **Project Deliverables** – At the conclusion of PM’s project activities and periodically as the project progresses, PM will review the results of the project work with Client and provide Client with any observations related to PM’s services that PM believes warrant Client’s attention. PM also will provide Client with copies of analyses, tax filings, or other materials that PM may develop in the course of this engagement upon Client’s request. PM will not issue a written report as a result of this engagement and Client agrees that the nature and extent of the work product that PM will provide, as outlined in this Agreement, are sufficient for Client’s purposes.

5. **Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to proprietary information of Client, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to Client. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of Client.

In the interest of facilitating PM’s services to Client, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic methods. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM’s obligations under applicable laws and professional standards,

Professional Services Agreement – Temporary Finance Assistance

Client recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Because the work performed under this Agreement is subject solely to Client's review and supervision, we do not expect that we will need to retain detailed workpapers supporting our work. Workpapers and documentation created will become part of Client's accounting records. If, however, we conclude to retain copies of such workpapers or documentation, such workpapers retained in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both Client and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this Agreement. In the event that a request for any confidential information or workpapers covered by this Agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform Client in a timely manner of such request and to cooperate with Client should Client attempt, at Client's cost, to limit such access. This provision will survive the termination of this Agreement. PM's efforts in complying with such requests will be deemed billable to Client as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

6. **Consent to Disclosures to Service Providers** – In some circumstances, PM may use third-party service providers to assist with its services, including affiliates of PM within or outside the United States. In those circumstances, PM will be solely responsible for the provision of any services by any such third-party service providers and for the protection of any information provided to such third-party service providers. PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for Client. In order to enable these third party service providers to assist PM in this capacity, Client, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of Client's information, including tax return information, to such third party service providers, including affiliates of PM outside of the United States, if and to the extent such information is relevant to the services such third party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this Agreement. Client's consent shall be continuing until the services provided for this Agreement are completed.
7. **Fee Quotes** – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on responsibilities under the scope of services. PM's services frequently depend upon the availability and cooperation of those Client personnel relevant to PM's project activities and providing needed information to PM in a timely and orderly manner. In the event that undisclosed or unforeseeable facts regarding these matters causes the actual work required for this engagement to vary from PM's estimates, the estimated fees will be adjusted for the additional time PM incurs as a result.

In any circumstance where PM's work is rescheduled due to Client's failure to provide information or assistance necessary for the engagement, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadline related to the completion of the work. Because rescheduling work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for additional time PM incurs as a result of rescheduling its work. PM will endeavor to advise Client in the event any circumstances occur which would require PM's work to be rescheduled. However it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this Agreement.

8. **Payment Terms** – PM invoices for professional services are due upon receipt unless otherwise specified in this engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this Agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's consulting work. Client agrees that in the event that work is suspended, for non-payment or other reasons, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.

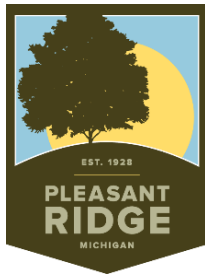
9. **Fee Adjustments** – Any fee adjustments for reasons described elsewhere in this Agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. Client acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this Agreement.
10. **Conditions of PM Visit to Client Facilities** – Client agrees that some or all of PM's services may be provided remotely. In order to facilitate the provision of services remotely, Client agrees to provide documentation and other information reasonably required by PM for PM's performance of the engaged services electronically to the extent possible throughout the course of the engagement. In the event in-person visits to Client's facility(ies) are requested by Client or otherwise determined by PM to be necessary for the performance of the engaged services, Client agrees, upon PM's request, to provide to PM Client's policies and procedures that Client has implemented relating to workplace safety and the prevention of the transmission of disease at its facility(ies). In addition, Client affirms that it is in compliance with applicable Centers for Disease Control and Prevention and OSHA guidance pertaining to the prevention of the transmission of disease (collectively, "Applicable Preventative Guidance") and agrees that it shall continue to comply with Applicable Preventative Guidance throughout any in-person visits by PM to Client's facility(ies). Notwithstanding the foregoing, PM reserves the right to suspend or refrain from any in-person visit by PM to Client's facility(ies) or impose further conditions on any such in-person visit if and as PM deems necessary. Client agrees and acknowledges that any determination by PM to visit Client's facility(ies) is not and shall not be construed to be or relied on by Client as a determination by PM of Client's compliance with Applicable Preventative Guidance.
11. **Exclusion of Certain Damages** – Except to the extent finally determined to have resulted from PM's gross negligence or willful misconduct, Client agrees to limit the liability of PM or any of PM's officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved third party service providers (collectively, "PM Persons") for any and all claims, losses, costs, and damages of any nature whatsoever so that the total aggregate liability of PM and/or the PM Persons to Client shall not exceed the total fees paid by Client to PM for the services provided in connection with this Agreement. Client and PM agree that these limitations on PM's maximum liability are reasonable in view of, among other things, the scope of the services PM is to provide, Client's responsibility for the management functions associated with PM's consulting services, and the fees PM is to receive under this engagement. In no event shall PM be liable to Client, whether a claim be in tort, contract, or otherwise, for any consequential, indirect, lost profit, punitive, exemplary, or other special damages. PM and Client agree that these limitations apply to any and all liabilities or causes of action against PM, however alleged or arising, unless to the extent otherwise prohibited by law. This provision shall survive the termination of this engagement.

In the event this Agreement expressly identifies multiple phases of services, the total aggregate liability of PM to Client shall be limited to no more than the total amount of fees paid by Client for the particular phase of services alleged to have given rise to any such liability.
12. **Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving Client but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, Client agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
13. **Termination of Engagement** – This Agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. Client will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.
14. **Time Limits** – Except for actions to enforce payment of PM's invoices and without limiting any claims for indemnification hereunder, any claim or cause of action arising under or otherwise relating to this engagement must be filed within two years from the completion of the engagement without regard to any statutory provision to the contrary.
15. **Entire Agreement** – This Agreement is contractual in nature and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this Agreement supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this Agreement will only become effective if evidenced by a written amendment to this Agreement, signed by all of the parties.
16. **Severability** – If any provision of this Agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.

Professional Services Agreement – Temporary Finance Assistance

17. **Defense, Indemnification, and Hold Harmless** – As a condition of PM's willingness to perform the services provided for in the engagement letter, Client agrees to defend, indemnify and hold PM and the PM Persons harmless against any claims by third parties for losses, claims, damages, or liabilities, to which PM or the PM Persons may become subject in connection with or related to the services performed in the engagement, unless a court having jurisdiction shall have determined in a final judgment that such loss, claim, damage, or liability resulted primarily from the willful misconduct or gross negligence of PM, or one of the PM Persons. This defense, indemnity and hold harmless obligation includes the obligation to reimburse PM and/or the PM Persons for any legal or other expenses incurred by PM or the PM Persons, as incurred, in connection with investigating or defending any such losses, claims, damages, or liabilities
18. **Conflicts of Interest** – PM's engagement acceptance procedures include a check as to whether any conflicts of interest exist that would prevent acceptance of this engagement. No such conflicts have been identified. Client understands and acknowledges that PM may be engaged to provide professional services, now or in the future, unrelated to this engagement to parties whose interests may not be consistent with interests of Client.
19. **Agreement Not to Influence** – Client and PM each agree that each respective organization and its employees will not endeavor to influence the other's employees to seek any employment or other contractual arrangement with it, during this engagement or for a period of one year after termination of the engagement. Client agrees that PM employees are not "contract for hire." PM may release Client from these restrictions if Client agrees to reimburse PM for its recruiting, training, and administrative investment in the applicable employee. In such event, the reimbursement amount shall be equal to two hundred hours of billings at the current hourly rate for the PM employee.
20. **Force Majeure** – Neither party shall be deemed to be in breach of this Agreement as a result of any delays or non-performance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war, other violence, epidemic, pandemic or other public health emergency or government mandated shut down (each individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
21. **Signatures** – Any electronic signature transmitted through DocuSign or manual signature on this Agreement transmitted by facsimile or by electronic mail in portable document format may be considered an original signature.
22. **Governing Law** – This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this Agreement, or any dispute arising from or relating to this Agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement –Temporary Finance Assistance Services



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

**City Commission Meeting
April 12, 2022**

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

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

Public Discussion

Senator Marshall Bullock, will be redistricted to cover the City of Pleasant Ridge. Currently 7th district. Bobby Lawrence Chief of Staff.

Representative Helena Scott, 7th district, running to being state rep for Pleasant Ridge. Greg Humphries is Chief of Staff.

Deb Hemmye, new Director for Huntington Woods Library. Would like more outreach and library programming hosted in conjunction with the City of Pleasant Ridge. Will be attending meetings every other month.

City Commission Liaison Reports

Budnik reported on events related to the Recreation Department Commission Summer Camp registration, camp field trips are full but there is a waitlist. Class registrations available. LIT volunteer applications available, programming information, new Ridger has been delivered.

Lenko reported on information related to the Ferndale Public Schools. Meetings are viewable on YouTube, April 18th next meeting. CASA groundbreaking, new superintendent search.

Perry reported on information related to the Planning Commission/DDA. No meeting held in March, May 2 is next meeting, discussing Woodward streetscape projects.

Schmier reported on events related to the Historical Commission. Garden Tour scheduled for 9/17, looking for volunteers to be on the tour. Museum openings dates 4/16 10a-moon, and 5/10 6:30p-7:30p.

Governmental Reports

Chief Nowak update regarding police department activities. Dog license requirements, crime stats low in Pleasant Ridge, other communities seeing thefts of catalytic converters and miscellaneous small items left in vehicles.

Consent Agenda

22-3557

Motion by Commissioner Perry, second by Commissioner Schmier, that the Consent Agenda be approved.

Adopted: Yeas: Commissioners Perry, Schmier, Budnik, Lenko, Mayor Scott.
Nays: None.

Water Infrastructure Citizens Advisory Committee Recommendation

Jaymes Vettrano, Consultant Kate Kokotovich, Chairman, gave a brief presentation of the structure and recommendation of the Water Infrastructure Citizens Advisory Committee. 11 of the 12 appointed members participated in the full process. Fairness was addressed during the process. Final recommendation includes three types of rates, annual front footage charge in linear feet – capped at 100 feet, flat rate ready to serve fee, and a portion of the millage authorized, in 1/3 increments. Grant monies have been received and will continue to be applied for, as grant money is applied, total amount due would reduce but funding percentage would not change, just lower the amount that is collected by the amount grant. Report includes all the minutes, summary, and written recommendation. Background information is available on the City's website www.cityofpleasantridge.org/CAC. Mayor and Commissioners thanked all the members who volunteered and were appointed to the CAC.

22-3558

Motion by Commissioner Perry, second by Commissioner Lenko, that the report by the Water Infrastructure Citizens Advisory Committee recommendation be received and filed.

Adopted: Yeas: Commissioners Perry, Lenko, Budnik, Schmier, Mayor Scott.
Nays: None.

City Commission Goals and Objectives

22-3559

Motion by Commissioner Schmier, second by Commissioner Perry, that the FY2023 City Commission Goals and Objectives statement be approved.

Adopted: Yeas: Commissioners Schmier, Perry, Budnik, Lenko, Mayor Scott.
Nays: None.

City Manager's Report

Woodward Heights Traffic study contract approved; study will begin later in the spring.

Woodward streetscape and cycle track project will begin late summer/early fall.

696 reconstruction in 2023 from Lahser to Dequindre.

Water service line verification restoration has begun and will be wrapping up soon. Concrete repair work will begin soon.

Drinking water state revolving loan fund has been applied for and is pending.

Kensington lead service line project will begin after the federal funding process, project will be delayed, could be as late as spring 2023.

Other Business

Perry yard waste stickers for cans, yard waste collection began 4/4/2022.

Bruckman looking at setting specific dates for street sweeping. Looking at 4th Wednesday and Thursday of every month.

With no further business or discussion, Mayor Scott adjourned the meeting at 8:23pm.

Mayor Bret Scott

Amy M. Allison, City Clerk

April 2022

ACCOUNTS PAYABLE

PAYROLL LIABILITIES	\$	13,404.62
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ACCOUNTS PAYABLE	\$	349,078.44
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TAX LIABILITIES	\$	-
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TOTAL	\$	362,483.06
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PAYROLL

April 6, 2022	\$	40,281.39
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April 20, 2022	\$	50,312.16
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TOTAL	\$	90,593.55
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CHECK REGISTER FOR CITY OF PLEASANT RIDGE
PAYROLL LIABILITIES
April 2022

PG 1

Check Date	Check	Vendor Name	Description	Amount
4/6/2022	6410500387	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 2,409.87
4/6/2022	6410500388	ICMA - VANTAGEPOINT	RETIREMENT CONTRIBUTIONS	\$ 217.11
4/6/2022	6410500389	ALERUS FINANCIAL	HCSP CONTRIBUTIONS	\$ 753.91
4/6/2022	6410500390	FOPLC	UNION DUES	\$ 192.00
4/6/2022	6410500391	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 452.09
4/6/2022	6410500392	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 2,012.12
4/20/2022	6410500394	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 3,234.03
4/20/2022	6410500395	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 452.09
4/20/2022	6410500396	ALERUS FINANCIAL	HCSP CONTRIBUTIONS	\$ 830.87
4/20/2022	6410500397	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 2,803.80
4/20/2022	6410500398	ICMA - VANTAGEPOINT	RETIREMENT CONTRIBUTIONS	\$ 46.73
TOTAL PAYROLL LIABILITIES				\$ 13,404.62

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
TAX LIABILITIES
April 2022
None

PG 2

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
ACCOUNTS PAYABLE
April 14, 2022

PG 3

Check Date	Check	Vendor Name	Description	Amount
04/14/2022	25266	21ST CENTURY MEDIA-MICHIGAN	LEGAL NOTICE PUBLICATION	\$ 543.95
04/14/2022	25267	ADKISON, NEED & ALLEN P.L.L.C.	ATTORNEY SERVICES	\$ 1,222.75
04/14/2022	25268	ANNA ZYWICKI	RECREATION PROGRAM REFUND	\$ 16.00
04/14/2022	25269	BELL EQUIPMENT COMPANY	STREET SWEEPER SUPPLIES	\$ 411.84
04/14/2022	25270	BRILAR	DPW SERVICES	\$ 37,476.42
04/14/2022	25271	CITY OF BERKLEY	DISPATCH SERVICES AGREEMENT	\$ 9,750.00
04/14/2022	25272	CITY OF FERNDALE	INSPECTION SERVICES-MARCH 2022	\$ 3,675.00
04/14/2022	25273	CITY OF HUNTINGTON WOODS	LIBRARY SERVICES AGREEMENT	\$ 45,080.00
04/14/2022	25274	CITY OF PLEASANT RIDGE-GENERAL	CITY WATER PURCHASES	\$ 691.03
04/14/2022	25275	CITY OF ROYAL OAK	DPW SERVICES AGREEMENT	\$ 1,968.87
04/14/2022	25276	COMMUNITY MEDIA NETWORK	MEETING BROADCAST AND RECORDING	\$ 3,050.00
04/14/2022	25277	DAVID SALAMAS	UNIFORM SUPPLY REIMBURSEMENT	\$ 184.41
04/14/2022	25278	DETROIT EDISON COMPANY	STREETLIGHTING EXPENSES-MARCH 2022	\$ 3,926.51
04/14/2022	25279	EUGENE LUMBERG	PROSECUTION SERVICES	\$ 540.00
04/14/2022	25280	GREAT AMERICA FINANCIAL SRV	TELEPHONE LEASE AGREEMENT	\$ 433.00
04/14/2022	25281	HYDROCORP	WATER METER REPLACEMENT PROJECT	\$ 2,709.00
04/14/2022	25282	HYDROCORP	CROSS CONNECTION PROGRAM	\$ 125.00
04/14/2022	25283	KIESLER'S POLICE SUPPLY, INC	AMMUNITION PURCHASES	\$ 900.00
04/14/2022	25284	LEGAL SHIELD	PREPAID LEGAL SERVICES	\$ 51.80
04/14/2022	25285	MICH.MUNICIPAL WORKER'S COMP.	WORKERS COMPENSATION PREMIUM	\$ 4,016.00
04/14/2022	25286	MICHIGAN AWARDS & GRAPHICS	MEMORIAL BENCH PLAQUE	\$ 280.00
04/14/2022	25287	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT CONTRIBUTIONS	\$ 71.08
04/14/2022	25288	NYE UNIFORM	UNIFORM ALLOWANCE-SALAMAS	\$ 22.50
04/14/2022	25289	OAKLAND COUNTY ANIMAL CONTROL	DOG LICENSE EXPENSES	\$ 1,026.00
04/14/2022	25290	OAKLAND COUNTY HEALTH DEPT	ANNUAL SWIMMING POOL INSPECTION FEE	\$ 86.00
04/14/2022	25291	OAKLAND COUNTY TREASURER	SEWERAGE TREATMENT-MARCH 2022	\$ 50,902.58
04/14/2022	25292	PRINTING SYSTEMS, INC.	ELECTION SUPPLIES	\$ 48.62
04/14/2022	25293	SCHIEER'S ACE HARDWARE	MAINTENANCE SUPPLIES	\$ 293.54
04/14/2022	25294	SOCRRA	REFUSE COLLECTION AGREEMENT	\$ 18,685.00
04/14/2022	25295	SOCWA	WATER PURCHASES	\$ 11,088.91
04/14/2022	25296	TOSHIBA FINANCIAL SERVICES	COPIER LEASE AGREEMENT	\$ 982.92
04/14/2022	25297	UNIFIRST CORPORATION	MAT RENTAL AND JANITORIAL SUPPLIES	\$ 217.70
04/14/2022	25298	UNUM LIFE INSURANCE COMPANY	LIFE INSURANCE BENEFITS	\$ 602.07
04/14/2022	25299	WETMORE TIRE AND AUTO	PD VEHICLE MAINTENANCE	\$ 27.50
04/14/2022	25300	XFER COMMUNICATIONS	ONSITE COMPUTER REPAIRS	\$ 140.00

TOTAL ACCOUNTS PAYABLE

\$ 201,246.00

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
ACCOUNTS PAYABLE
April 26, 2022

PG 4

Check Date	Check	Vendor Name	Description	Amount
04/26/2022	25301	ALPHA PSYCHOLOGICAL SERVICES LLC	PREEMPLOYMENT SCREENING-LEMKE	\$ 725.00
04/26/2022	25302	AQUATIC SOURCE	POOL OPENING SERVICES	\$ 10,355.54
04/26/2022	25303	AQUATIC SOURCE	POOL SERVICE CALL-DOLPHIN 100	\$ 3,467.10
04/26/2022	25304	BELL EQUIPMENT COMPANY	STREET SWEEPER REPAIRS	\$ 123.81
04/26/2022	25305	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTHCARE BENEFITS	\$ 2,445.94
04/26/2022	25306	BSN SPORTS, INC	BASEBALL UNIFORM SUPPLIES	\$ 1,747.50
04/26/2022	25307	CITY OF FERNDALE	FIRE SERVICES AGREEMENT	\$ 21,381.72
04/26/2022	25308	DAVEY TREE EXPERT COMPANY	TREE MAINTENANCE AGREEMENT	\$ 26,870.00
04/26/2022	25309	GREAT LAKES WATER AUTHORITY	IWC CHARGES-MARCH 2022	\$ 272.58
04/26/2022	25310	HUNT SIGN COMPANY, LTD	NAME A STREET SIGNS	\$ 110.00
04/26/2022	25311	HUNT SIGN COMPANY, LTD	STREET SWEEPING SIGNS	\$ 2,900.00
04/26/2022	25312	LAURAN HOWARD	MUSEUM WINDOW MAINTENANCE REIMBURSEMENT	\$ 324.00
04/26/2022	25313	LEGAL SHIELD	LEGAL EXPENSE WITHHOLDINGS	\$ 51.80
04/26/2022	25314	O'REILY AUTO PARTS	STREET SWEEPER MAINTENANCE	\$ 18.48
04/26/2022	25315	OAKLAND COUNTY TREASURER	CLEMIS USER FEES	\$ 3,673.46
04/26/2022	25316	PETERSON GLASS COMPANY	COMMUNITY CENTER BUILDING MAINTENANCE	\$ 276.00
04/26/2022	25317	PEWABIC POTTERY	BALANCE OF COMMEMORATIVE TILE ORDER	\$ 1,280.75
04/26/2022	25318	PLANTE MORAN GROUP BENEFIT ADVISORS	BENEFIT CONSULTING SERVICES	\$ 3,436.50
04/26/2022	25319	PROGRESSIVE HARDWARE SUPPLIERS	COMMUNITY CENTER BUILDING REPAIRS	\$ 780.00
04/26/2022	25320	ROBERT RIED	UNIFORM PURCHASE REIMBURSEMENT	\$ 41.99
04/26/2022	25321	SLC METER SERVICE INC	WATER METER REPLACEMENT AND SUPPLIES	\$ 1,044.10
04/26/2022	25322	SOCRRA	REFUSE COLLECTION AGREEMENT	\$ 8,998.76
04/26/2022	25323	UNIFIRST CORPORATION	MAT RENTAL AND JANITORIAL SUPPLIES	\$ 225.38
04/26/2022	25324	VETTRAINO CONSULTING	CAC FACILITATOR SERVICES	\$ 2,052.70
TOTAL ACCOUNTS PAYABLE				\$ 92,603.11

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
ELECTRONIC PAYMENTS
April 2022

PG 5

Check Date	Check	Vendor Name	Description	Amount
04/11/2022	3195	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEATHCARE BENEFITS	14,918.03
04/27/2022	3196	MUNICIPAL EMP RETIREMENT SYST.	RETIREMENT CONTRIBUTIONS	40,311.30
TOTAL ACCOUNTS PAYABLE				<u>\$ 55,229.33</u>



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

PROCLAMATION

WHEREAS, *National Police Week is to honor the service and sacrifice of those law enforcement officers killed in the line of duty, while protecting our communities and safeguarding our democracy.*

WHEREAS, *the dedicated men and women who have chosen law enforcement as a career face extraordinary risks and dangers in preserving our freedom and security; and*

WHEREAS, *it is fitting and proper that we express our gratitude for the dedicated service and courageous deeds of law enforcement officers and for the contributions they have made to the security and well-being of all our people; and*

WHEREAS, *by a joint resolution approved October 1, 1962, the Congress has requested the President to designate May 15 of each year as Peace Officers Memorial Day and the calendar week during which such May 15 occurs as Police Week; and*

WHEREAS, *the members of the City of Pleasant Ridge Police Department play an essential role in safeguarding the rights and freedoms of the citizens of our community.*

NOW, THEREFORE, *as evidence of our sincere appreciation for our police officers and all others, the Mayor and City Commission are proud to proclaim the week of May 11 to May 17, 2022, as **Police Week in the City of Pleasant Ridge** and May 15, 2022, as **Police Memorial Day**.*

FURTHER, *The City of Pleasant Ridge hereby joins with other communities across this nation to honor all peace officers for their dedicated service and call upon all our citizens to make every effort to express their thanks to our men and women who make it possible for us to leave our homes and family in safety each day and return knowing they are protected by men and women willing to sacrifice their lives if necessary, to guard our loved ones, property and government against all who would violate the law.*

In Witness Whereof, *I Bret Scott, Mayor of the City of Pleasant Ridge, do hereby set my hand and affix the official Seal of the City on this 10th day of May 2022, affirming the vote of the Pleasant Ridge City Commission.*

Bret Scott, Mayor



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

2022 PROCLAMATION DECLARING THE FIRST FRIDAY IN JUNE TO BE NATIONAL GUN VIOLENCE AWARENESS DAY

This proclamation declares the first Friday in June to be National Gun Violence Awareness Day in the City of Pleasant Ridge to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to reduce gun violence.

WHEREAS, every day, more than 110 Americans are killed by gun violence, alongside more than 200 who are shot and wounded, and on average there are nearly 16,000 gun homicides every year; and

WHEREAS, Americans are 26 times more likely to die by gun homicide than people in other high-income countries; and

WHEREAS, Michigan has 1.270 gun deaths every year, with a rate of 12.7 deaths per 100,000 people. Michigan has the 29th highest rate of gun deaths in the US; and

WHEREAS, gun homicides and assaults are concentrated in cities, with more than half of all firearm related gun deaths in the nation occurring in 127 cities; and

WHEREAS, cities across the nation, including in Oak Park, are working to end the senseless violence with evidence-based solutions; and

WHEREAS, protecting public safety in the communities they serve is mayors' highest responsibility; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people with dangerous histories; and

WHEREAS, mayors and law enforcement officers know their communities best, are the most familiar with local criminal activity and how to address it, and are best positioned to understand how to keep their citizens safe; and

WHEREAS, gun violence prevention is more important than ever as the COVID-19 pandemic continues to exacerbate gun violence after more than two years of increased gun sales, increased calls to suicide and domestic violence hotlines, and an increase in city gun violence;

WHEREAS, in January 2013, Hadiya Pendleton was tragically shot and killed at age 15; and on June 3, 2022 to recognize the 25th birthday of Hadiya Pendleton (born: June 2, 1997), people across the United States will recognize National Gun Violence Awareness Day and wear orange in tribute to -

- (1) Hadiya Pendleton and other victims of gun violence; and
- (2) the loved ones of those victims; and

WHEREAS, the idea was inspired by a group of Hadiya's friends, who asked their classmates to commemorate her life by wearing orange; they chose this color because hunters wear orange to announce themselves to other hunters when out in the woods and orange is a color that symbolizes the value of human life; and

WHEREAS, anyone can join this campaign by pledging to wear orange on June 3rd, the first Friday in June in 2022, to help raise awareness about gun violence; and

WHEREAS, by wearing orange on June 3, 2022 Americans will raise awareness about gun violence and honor the lives of gun violence victims and survivors; and

WHEREAS, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the wrong hands, and encourage responsible gun ownership to help keep our children safe.

NOW, THEREFORE BE IT RESOLVED, that Mayor Bret Scott of the city of Pleasant Ridge declares the first Friday in June, June 3, 2022, to be National Gun Violence Awareness Day. I encourage all citizens to support their local communities' efforts to prevent the tragic effects of gun violence and to honor and value human lives.

*Signed this 10th day of May 2022, in the City of Pleasant Ridge
State of Michigan in witness whereof the official seal
and signature of the city.*

Bret Scott, Mayor



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: May 5, 2022
Re: Proposed Fiscal Year 2023 Budget Call for Public Hearing

Overview

Attached is the proposed Fiscal Year 2023 budget which will take effect July 1 of this year, if approved.

Background

After two years of disruption due to the COVID pandemic, local operations have returned to a mostly normal state. City facilities returned to normal hours and schedules over the past year, and we have restored all of our normal functions and services. The world is still dealing with supply chain impacts, inflationary pressures, and other ongoing extraordinary pressures. These national and global factors do impact our local operations, but we have been able to maintain normal operations.

Revenue

- Assessed property values increased by 6% this past year. Our total taxable value grew 5.7% 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 FY23 is 3.3%, which is much lower than inflation has been running in recent months. The state IRM for this coming budget year was calculated using the October 2020 – October 2021 time frame. Inflation has increased since October of 2021, so we expect next year's inflation rate multiplier to be higher.

Millage Rates

- Our local tax rate has been again adjusted downward by Headlee to ensure that total property tax revenues only increase 3.3% compared to last year.
- The voters approved a 3.5 mill water infrastructure millage in November 2021. The proposed budget implements the Water Infrastructure Citizen's Advisory Committee's recommendation to fund 1/3 of the water infrastructure project using water infrastructure millage funding, which results in a water infrastructure millage levy of 1.6987 mills, a bit less than half of what was approved by the voters.

- The City Commission is proposing to reduce the parks improvement millage from 2021's 0.6557 mills to 0.1290 mills in 2022 – a reduction of over 0.5 mills. We can do this by using the City's recreation endowment fund (SCAF-PSRF, Fund 258) revenues to replace money that would have been generated by the parks improvement millage. This action helps to reduce the impact of the new water infrastructure millage.
- The total City property tax rate will increase from 21.3110 mills in 2021 to 21.9997 mills in 2022. This is an increase of 0.6887 mills. With the new water infrastructure millage adding 1.6987 mills, the City's other millages are being reduced by about 1 mill due to Headlee and the decision to reduce the parks improvement millage.

Accomplishments

With the budget uncertainty due to COVID, and the supply chain and inflationary impacts since, capital projects have been either delayed or cancelled. Furthermore, our attention has been diverted to planning for the water infrastructure project which will almost completely reconstruct the City's water distribution system. Nonetheless, this past year we:

- Replaced 33 lead service lines.
- Constructed the new pavilion at Gainsboro Park.
- Continued street tree plantings – we have now planted over 525 new street trees over the past six years.
- Purchased new pool furniture with Foundation support.
- Continued to address our unfunded pension liability. Starting in FY18-19 and continuing for the next 10 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.
- Secured \$650,000 in direct Federal money for the Kensington water main and lead service line replacement project, scheduled to begin in FY23.
- Gained MDOT design approval for the Woodward Streetscape project to add green infrastructure and a two-way, sidewalk level cycle track along northbound Woodward. Construction will begin on this project this summer. The project is being funded by over \$1 million in grants from EGLE and MDOT, with the local match being provided by the DDA.

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 its most stable footing in 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 took effect this past 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.

We have concluded a year of intensive discussion around how to pay for this project. A millage was passed by the voters in November 2021. The Citizen's Advisory Committee (CAC) studied how best to fund the water infrastructure project, making a recommendation in April of this year. The proposed budget and water rate structure implement the recommendation of the CAC.

- The City's pension system is currently 56% 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 FY23 budget numbers to be adopted, alongside projections for FY24 and FY25 (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 in the interest of 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

Scheduling the public hearing for the proposed FY23 budget and property tax millage rates for June 14, 2022.



City of Pleasant Ridge FY23 Annual Budget

Public Hearing Draft: May 5, 2022

Mayor

Bret Scott

City Commissioners

Chris Budnik

Alex Lenko

Ann Perry

Katy Schmier

City Manager

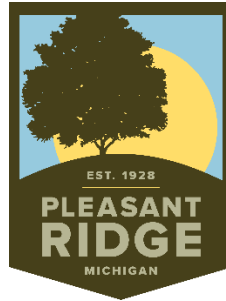
James Breuckman

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A. Introduction

1. City Manager's Letter



May 5, 2022

RE: Proposed Fiscal Year 2023 Operating Budget

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

Please accept this letter as my transmittal of the City budget for fiscal year 2023 for your review and consideration. A public hearing to solicit public comment on this document is scheduled for June 14, 2022 at 7:30pm.

Overview

After two years of disruption due to the COVID pandemic, local operations have returned to a mostly normal state. City facilities returned to normal hours and schedules over the past year, and we have restored all of our normal functions and services. The world is still dealing with supply chain impacts, inflationary pressures, and other ongoing extraordinary pressures. These national and global factors do impact our local operations, but we have been able to maintain normal operations.

Assessed property values increased by 6% this past year. Our total taxable value grew 5.7% 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 FY23 is 3.3%, which is much lower than inflation has been running in recent months. The state IRM for this coming budget year was calculated using the October 2020 – October 2021 time frame. Inflation has increased since October of 2021, so we expect next year's inflation rate multiplier to be higher.

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A. Introduction

1. City Manager's Letter

- The voters approved a 3.5 mill water infrastructure millage in November 2021. The proposed budget implements the Water Infrastructure Citizen's Advisory Committee's recommendation to fund 1/3 of the water infrastructure project using water infrastructure millage funding, which results in a water infrastructure millage levy of 1.6987 mills, a bit less than half of what was approved by the voters.
- The City Commission is proposing to reduce the parks improvement millage from 2021's 0.6557 mills to 0.1290 mills in 2022 – a reduction of over 0.5 mills. We can do this by using the City's recreation endowment fund (SCAF-PSRF, Fund 258) revenues to replace money that would have been generated by the parks improvement millage. This action helps to reduce the impact of the new water infrastructure millage.
- The total City property tax rate will increase from 21.3110 mills in 2021 to 21.9997 mills in 2022. This is an increase of 0.6887 mills. With the new water infrastructure millage adding 1.6987 mills, the City's other millages are being reduced by about 1 mill due to Headlee and the decision to reduce the parks improvement millage.

Accomplishments

With the budget uncertainty due to COVID, and the supply chain and inflationary impacts since, capital projects have been either delayed or cancelled. Furthermore, our attention has been diverted to planning for the water infrastructure project which will almost completely reconstruct the City's water distribution system. Nonetheless, this past year we:

- Replaced 33 lead service lines.
- Constructed the new pavilion at Gainsboro Park.
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- Purchased new pool furniture with Foundation support.
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have also implemented measures to reduce operating and employee benefit costs which put us on a sustainable path into the future.

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A. Introduction

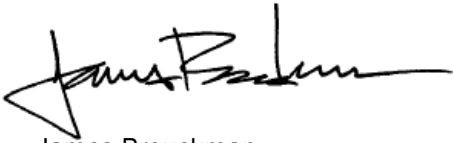
1. City Manager's Letter

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

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Respectfully,

A handwritten signature in black ink, appearing to read "James Breuckman". The signature is stylized with a large, sweeping initial "J" and a long, horizontal flourish extending to the right.

James Breuckman
City Manager

2. Public Hearing Notice – Proposed FY23 Budget

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

NOTICE OF A PUBLIC HEARING ON THE PROPOSED FY 2023 CITY BUDGET AND 2022 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 in the City Commission chambers at Pleasant Ridge City Hall, 23925 Woodward Avenue on Tuesday, June 14, 2022, at 7:30 p.m.

THE PROPOSED FY 2023 COMBINED CITY BUDGET AND MILLAGE RATES.

The current FY22 (July 1, 2021 through June 30, 2022) and the proposed FY23 (July 1, 2022 through June 30, 2023) millage rates are as follows:

	FY22	FY23
General Operating - Charter	9.8903	9.6885
General Operating (2015)	2.5359	2.4841
General Operating – Police Pension	1.3032	1.2766
Community Promotion	0.2850	0.2700
Infrastructure Improvement	2.5968	2.5438
Parks Improvement	0.6557	0.1290
Rubbish	1.4829	1.4526
Pool Operations	1.1009	1.0784
Library	0.3503	0.3380
Pool and Recreation Facility Debt	1.1100	1.0400
Water Infrastructure (2021)	0.0000	1.6987
Total Millage:	21.3110	21.9997

The City may not adopt its proposed FY 2023 budget until after the public hearing. A copy of the proposed FY 2023 budget and the proposed 2022 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 2023 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
_____, 2022
AFFIDAVIT REQUESTED

3. Budget Resolution

**City of Pleasant Ridge
Budget Resolution
General Appropriations Act
Fiscal Year 2023**

WHEREAS, the City Manager has prepared and submitted to the City Commission the proposed budget for fiscal year 2023; and

WHEREAS, the City Commission has advertised the tentative millage rates in the Daily Tribune on May __, 2022, 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 14, 2022; and

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

NOW, THEREFORE LET IT BE RESOLVED, that the budget for fiscal year 2023 commencing July 1, 2022 and ending June 30, 2023 be adopted; and

BE IT FURTHER RESOLVED, that the revenue and transfers-in, and expenditures and transfers-out for the fiscal year 2023 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	\$2,548,919
	Licenses and Permits	\$100,300
	Federal and State Grants	\$24,000
	State Shared Revenue	\$299,674
	Charges for Services	\$232,085
	Fines and Forfeits	\$87,500
	Interest and Rents	\$17,000
	Other revenue	\$79,750
	Transfers-In	\$0
	Total General Fund Revenue:	\$3,389,227
202	MAJOR STREETS	\$228,644
203	LOCAL STREETS	\$83,738
218	INFRASTRUCTURE IMPROVEMENTS	\$713,486
226	SOLID WASTE	\$439,850
251	POOL/FITNESS FACILITY	\$236,440
258	SCAF PARKS SPECIAL REVENUE FUND	\$60,000
259	SCAF REMAINDER FUND	\$24,649
260	DOWNTOWN DEVELOPMENT AUTHORITY	\$106,320
266	DRUG FORFEITURE FUND	\$0
271	LIBRARY SERVICES	\$60,674
297	HISTORICAL FUND	\$3,610
301	DEBT SERVICE - VOTED	\$191,720
401	CAPITAL IMPROVEMENTS	\$175,000
592	WATER and SEWER	\$2,868,226

EXPENDITURES

101	GENERAL FUND	
	Mayor and Commission	\$27,550
	City Manager	\$215,683
	Elections	\$10,760
	City Attorney	\$26,500
	City Clerk	\$123,840
	Information Technology	\$74,000
	General Government	\$189,950
	Cable TV	\$2,910
	City Treasurer	\$128,300
	Assessment	\$22,670
	Police Services	\$1,395,128
	Fire/Rescue	\$256,581
	Building Department	\$84,991
	Planning Commission	\$0
	Public Works	\$307,918
	Street Lighting	\$46,500
	Recreation	\$333,055
	Retirement Services	\$5,000
	Transfers Out	\$100,000
	Total General Fund Expenditures:	\$3,351,336
	Increase in General Fund Fund Balance:	\$37,891
202	MAJOR STREETS	\$273,000
203	LOCAL STREETS	\$99,200
218	INFRASTRUCTURE IMPROVEMENTS	\$1,045,325
226	SOLID WASTE	\$438,156
251	POOL/FITNESS FACILITY	\$238,277
258	SCAF PARKS SPECIAL REVENUE FUND	\$75,000
259	SCAF REMAINDER FUND	\$200
260	DOWNTOWN DEVELOPMENT AUTHORITY	\$301,250
266	DRUG FORFEITURE FUND	\$0
271	LIBRARY SERVICES	\$61,509
297	HISTORICAL FUND	\$3,950
301	DEBT SERVICE - VOTED	\$197,462
401	CAPITAL IMPROVEMENTS	\$115,100
592	WATER and SEWER	\$3,081,572

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	9.6885
General Operating (2015)	2.4841
General Operating – Police Pension	1.2766
Community Promotion	0.2700
Infrastructure Improvement	2.5438
Parks Improvement	0.1290
Rubbish	1.4526
Pool and Recreation Facility Operations	1.0784
Library	0.3380
Pool and Recreation Facility Debt	1.0400
Water Infrastructure	1.6987
Total Millage:	21.9997

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 14, 2022.



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 FY23 budget year, and the projected budget for the next two years. Note that the budget projections for FY24 and FY25 are for planning purposes only and are not adopted budgets.

	Actual 2018-19	Actual 2019-20	Actual 2020-21	Budget 2021-22	Budget 2022-23	Projected Budget 2023-24	Projected Budget 2024-25
Assessed Valuation							
Real	203,876,640	210,406,390	217,633,410	230,661,630	244,608,060	252,680,126	260,260,530
Personal	2,052,320	2,157,500	3,004,390	3,056,030	3,103,350	3,205,761	3,301,933
Total	205,928,960	212,563,890	220,637,800	233,717,660	247,711,410	255,885,887	263,562,463
	7.3%	3.2%	3.2%	3.8%	6.0%		
Taxable Valuation							
Real	150,913,980	158,053,770	163,959,250	170,496,900	180,377,680	186,330,143	189,125,096
Personal	2,052,320	2,157,500	3,004,390	3,056,030	3,103,350	3,205,761	3,253,847
Total	152,966,300	160,211,270	166,963,640	173,552,930	183,481,030	189,535,904	192,378,943
	7.9%	4.7%	4.2%	3.9%	5.7%		
Millage Rate							
General Operating - Charter	10.3714	10.2085	10.0604	9.8903	9.6885	9.4947	9.3048
General Operating - 2015	2.6593	2.6175	2.5795	2.5359	2.4841	2.4344	2.3857
General Operating - Police Pension	0.3500	0.7	1.0500	1.3032	1.2766	1.2511	1.2260
Community Promotion	0.3200	0.3100	0.2994	0.2850	0.2700	0.2646	0.2593
Infrastructure - 2015	2.7232	2.6804	2.6415	2.5968	2.5438	2.4929	2.4431
Parks Improvement - 2015	0.6877	0.6769	0.6670	0.6557	0.1290	0.1264	0.1239
Rubbish	1.5551	1.5306	1.5084	1.4829	1.4526	1.4235	1.3951
Pool Operations	1.1546	1.1364	1.1199	1.1009	1.0784	1.0568	1.0357
Library - 2015	0.3675	0.3617	0.3564	0.3503	0.3380	0.3312	0.3246
Pool Debt	1.2500	1.1900	1.1700	1.1100	1.0400	1.0192	0.9988
Water Infrastructure	0.0000	0.0000	0.0000	0.0000	1.6987	1.6647	1.6314
Total	21.4388	21.4120	21.4525	21.3110	21.9997	21.5597	21.1285
Total Revenues							
101 General Fund	3,166,466	3,140,795	3,359,716	3,271,095	3,389,227	3,473,709	3,560,978
202 Major Streets	179,847	189,216	207,253	185,050	228,644	234,980	238,175
203 Local Streets	143,700	118,569	124,914	115,540	83,738	156,329	158,353
218 Infrastructure Improvements	442,791	445,628	451,029	447,000	713,486	553,550	569,112
226 Solid Waste	397,018	399,613	414,681	418,599	439,850	454,255	469,136
251 Pool/Fitness Facility	219,268	189,548	224,456	229,556	236,440	244,063	251,938
258 SCAF Parks Special Revenue Fund	134,022	118,972	591,449	50,000	60,000	61,980	64,025
259 SCAF Remainder Fund	106,349	119,364	115,020	112,601	24,649	25,413	238,459
260 Downtown Development Authority	96,578	102,854	133,632	108,323	106,320	109,733	113,346
266 Drug Forfeiture Fund	0	0	0	0	0	0	0
271 Library Services	55,481	57,058	58,279	59,375	60,674	62,676	64,744
297 Historical Fund	3,172	13,171	881	5,610	3,610	3,610	3,610
301 Debt Service - Voted	192,813	192,071	196,172	192,644	191,720	198,017	204,522
401 Capital Improvements	222,940	197,530	150,990	100,000	175,000	100,000	100,000
592 Water and Sewer	1,313,312	1,411,878	1,503,962	1,996,950	2,868,226	2,233,829	2,451,494
Total	6,673,757	6,696,267	7,532,434	7,292,343	8,581,584	7,912,144	8,487,892

B. Budget Summary
1. Key Budget Information

		Actual 2018-19	Actual 2019-20	Actual 2020-21	Budget 2021-22	Budget 2022-23	Projected Budget 2023-24	Projected Budget 2024-25
Total Expenditures								
101	General Fund	2,954,829	2,888,175	2,883,105	3,226,131	3,351,336	3,437,851	3,524,517
202	Major Streets	140,639	183,049	186,392	195,500	273,000	233,479	239,438
203	Local Streets	104,758	128,519	155,255	116,700	99,200	149,200	154,200
218	Infrastructure Improvements	1,044,890	904,331	363,775	368,500	1,045,325	399,925	549,300
226	Solid Waste	375,893	400,421	405,186	424,014	438,156	452,175	466,668
251	Pool/Fitness Facility	237,151	147,417	114,839	208,017	238,277	244,449	250,824
258	SCAF Parks Special Revenue Fund	0	100,000	100,000	0	75,000	0	212,257
259	SCAF Remainder Fund	23,700	207	227	200	200	200	200
260	Downtown Development Authority	28,860	56,779	86,749	91,250	301,250	111,250	111,250
266	Drug Forfeiture Fund	0	0	0	0	0	0	0
271	Library Services	55,582	56,726	57,763	58,289	61,509	63,533	65,624
297	Historical Fund	3,445	6,150	320	6,280	3,950	3,950	3,950
301	Debt Service - Voted	194,275	188,213	182,900	203,837	197,462	191,087	209,712
401	Capital Improvements	223,820	260,473	166,676	125,100	115,100	115,100	55,100
592	Water and Sewer	1,158,377	1,135,851	1,724,007	1,554,543	3,081,572	1,552,698	3,226,890
Total		6,546,219	6,456,311	6,427,194	6,578,361	9,281,337	6,954,897	9,069,930
End of Year Fund Balance								
101	General Fund	980,448	1,233,021	1,709,638	1,754,602	1,792,493	1,828,351	1,864,812
202	Major Street Fund	113,055	119,222	140,083	129,633	85,277	86,778	85,515
203	Local Street Fund	104,608	94,658	64,319	63,159	47,697	54,826	58,978
218	Infrastructure Improvements	1,174,672	715,968	803,223	881,723	549,884	703,510	723,322
226	Solid Waste Fund	37,811	37,003	46,498	41,083	42,777	44,857	47,324
251	Pool/Fitness Facility Fund	3,458	45,589	155,205	176,744	174,907	174,521	175,635
258	SCAF Parks Special Revenue Fund	2,383,037	2,402,009	2,893,457	2,943,457	2,928,457	2,990,437	2,842,205
259	SCAF Remainder Fund	608,781	727,938	842,730	955,131	979,580	1,004,793	1,243,052
260	Downtown Development Authority	142,290	188,365	235,250	252,323	57,393	55,876	57,972
266	Drug Forfeiture Fund	429	429	429	429	429	429	429
271	Library Fund	10,576	10,908	11,424	12,510	11,675	10,818	9,938
297	Historical Fund	7,072	14,093	14,654	13,984	13,644	13,304	12,964
301	Debt Service Fund	13,415	17,274	30,546	19,353	13,611	20,542	15,352
401	Capital Improvements	281,932	218,989	203,304	178,204	238,104	223,004	267,904
592	Water and Sewer	1,000,625	1,276,652	919,280	1,361,687	1,148,341	1,829,472	1,054,076
Total		6,862,209	7,102,118	8,070,040	8,784,022	8,084,269	9,041,516	8,459,478

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
2021	Oakland County Local Road Improvement Program	\$9,497
2021	MDOT (Michigan Department of Transportation) Transportation Alternatives Program – Woodward Moves Complete Streets Plan	\$354,766
2022	Oakstem Tree Planting Grant	\$6,000
2022	Federal Community Project Funding – Kensington Water Main	\$650,000

2. Summary Graphs and Tables

General Fund Revenue Trends. The following Figure 1 shows general fund revenue trends for the 1985-2022 period. All dollar values are adjusted into 2022 equivalent dollars to provide a consistent point of comparison.

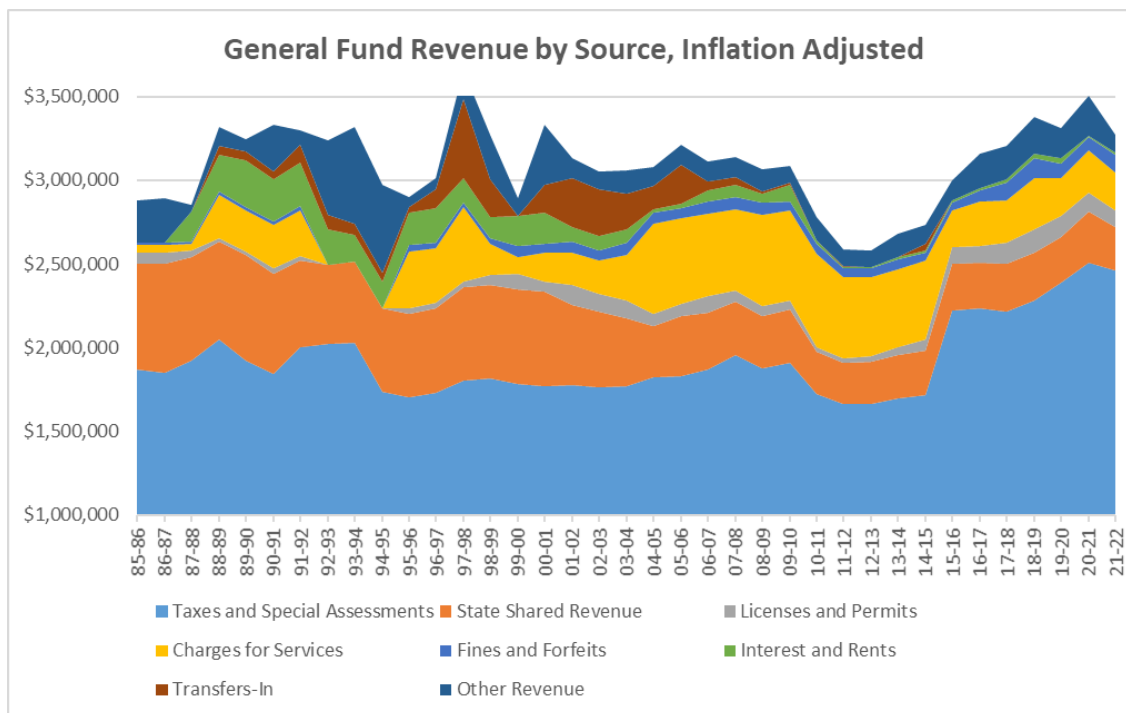
The figure shows that state revenue sharing as a source of general fund revenue has dropped precipitously over the years. In 1985 it provided the equivalent of about \$630,000 in today's dollars, while it is projected to provide less than half of that - \$252,000 - in FY23. Thus, other sources of revenue 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 \$3.15 million per year between 1988 and 2010. From FY11 through FY15, general fund revenue dropped to about \$2.65 million per year. With the voter-approved passage of the general operating millage in November 2014, general fund revenue has returned to close to its long-term average at about \$3.2 million starting with FY16 and continuing through FY22.

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.

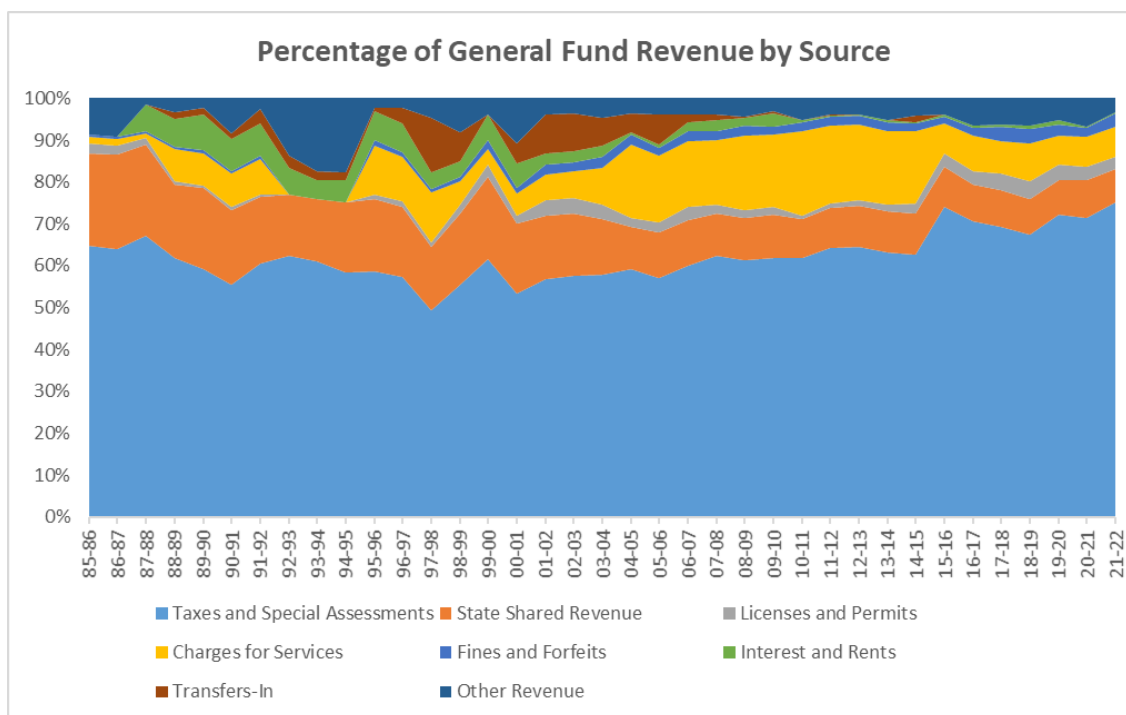
Figure 2 presents the same data as Figure 1, except that each revenue source is presented as a percentage of the whole. This figure demonstrates that as other funding sources have decreased the general fund has become more reliant on locally generated property tax revenue. Today, property taxes provide 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



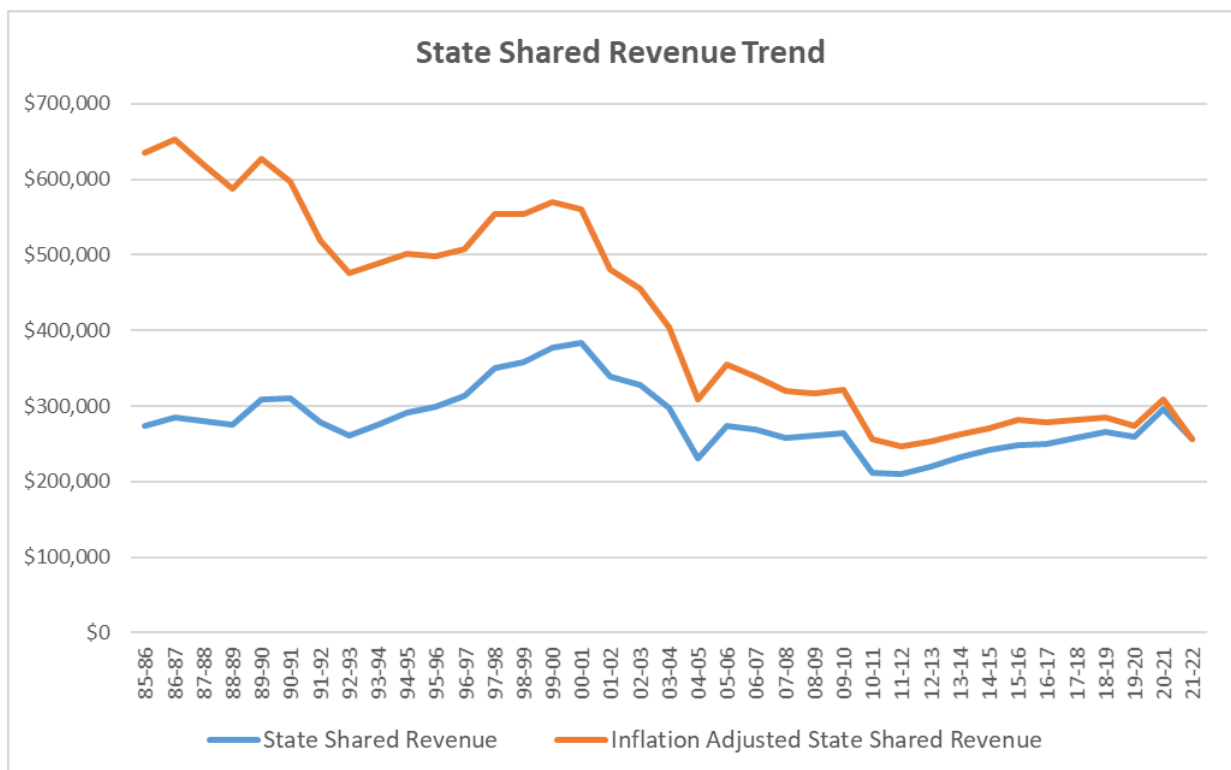
Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

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 State Shared Revenue, 1985-Present



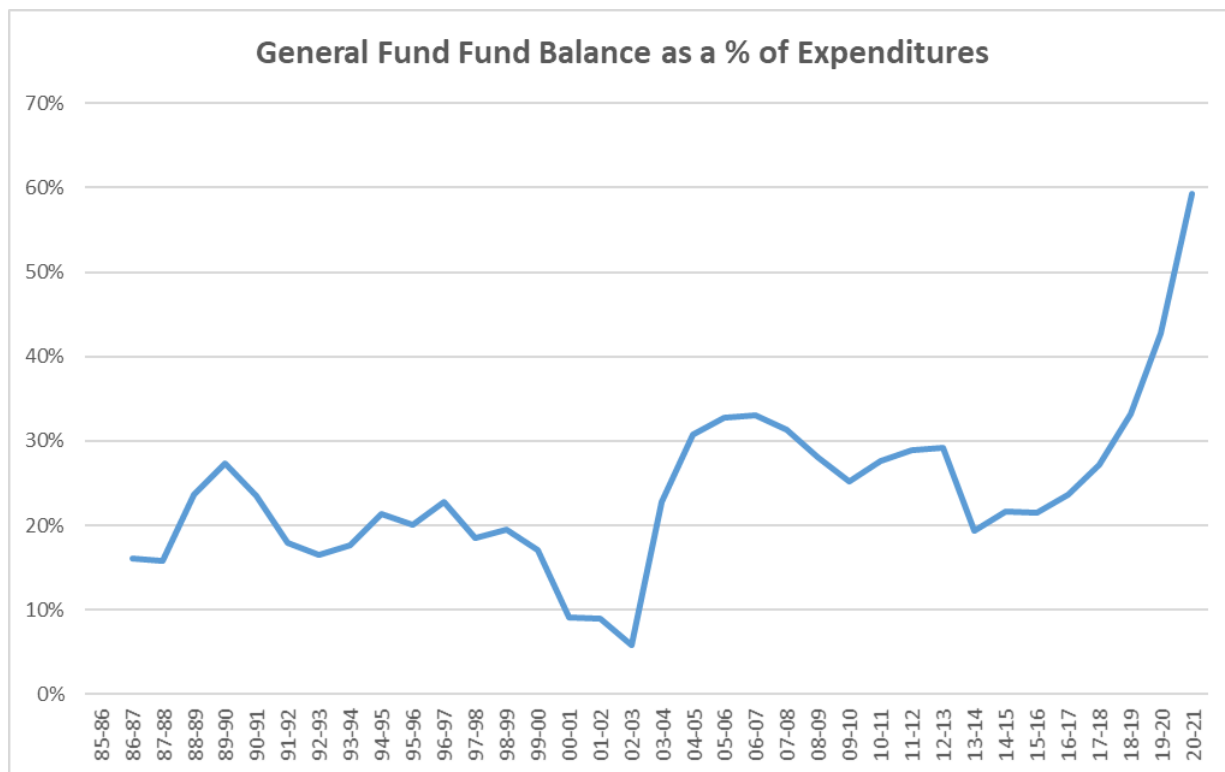
Source: Pleasant Ridge Budget Documents and BLS CPI-U data for the Detroit-Ann Arbor-Flint MSA

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. Since FY14 fund balance has been steadily increasing due to focused efforts by the City and is projected to be nearly 60% at the end of FY22.

The proposed FY23 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

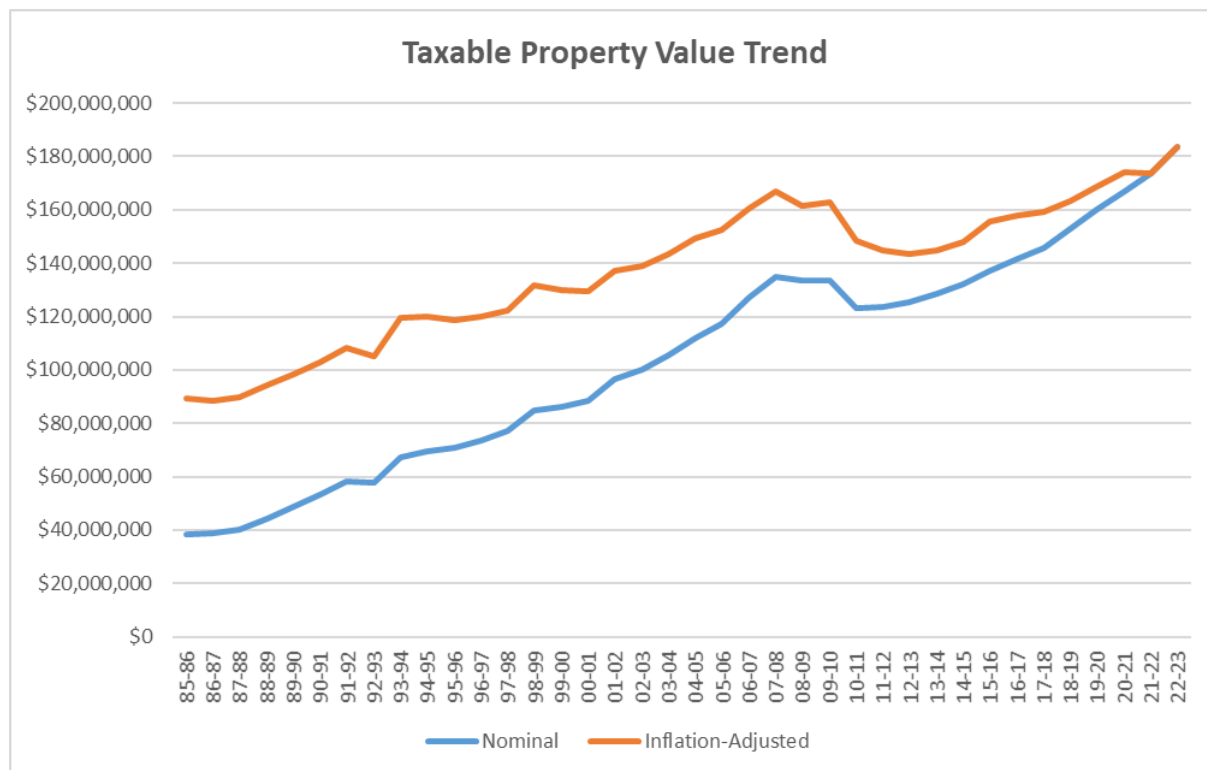


Property Value Trends. The following Figure 5 shows total (real + personal) taxable property value trends in the City of Pleasant Ridge. The inflation adjusted taxable property value has increased at a rate of about 1.8% per year. This small increase over the inflation rate is the result of certain development 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 Taxable Property Value, 1985-Present

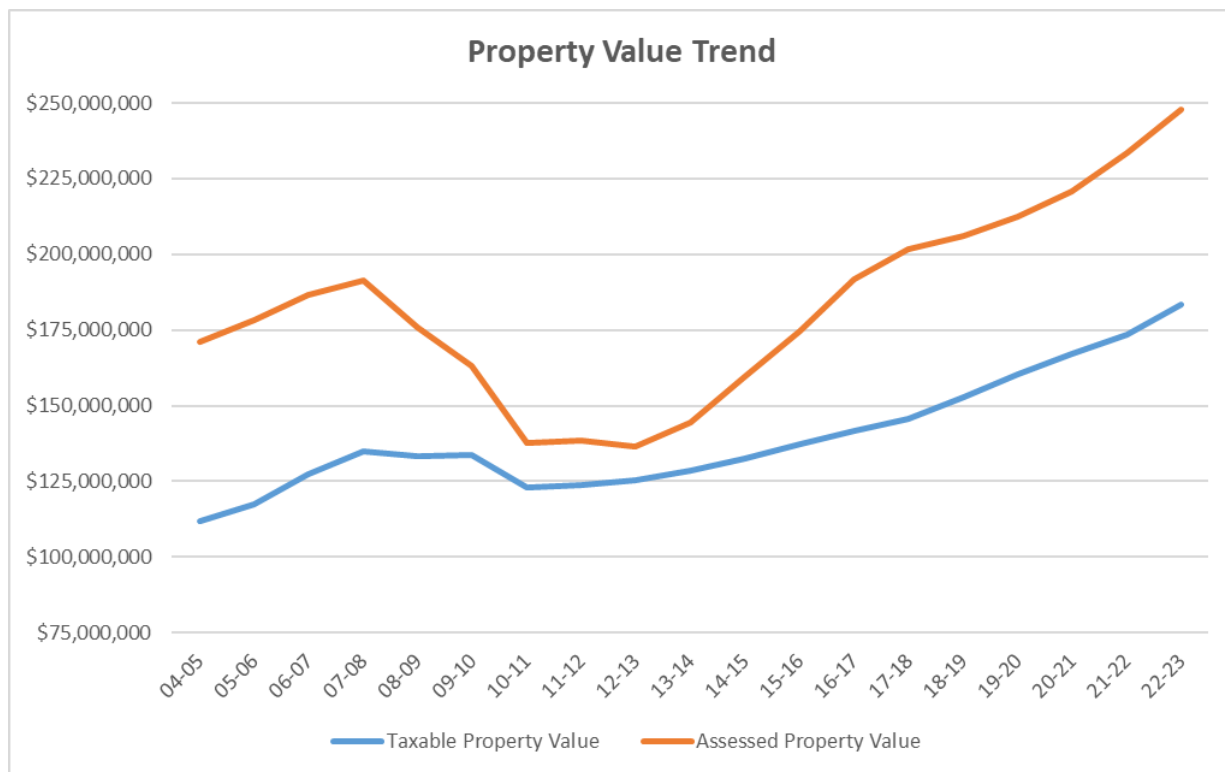


The following Figure 6 shows how Pleasant Ridge’s total assessed and taxable property values have changed over time since 2004. Assessed value is the true market value of all property in the City as determined by Oakland County Equalization (the City’s assessor). Taxable value is the value of property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

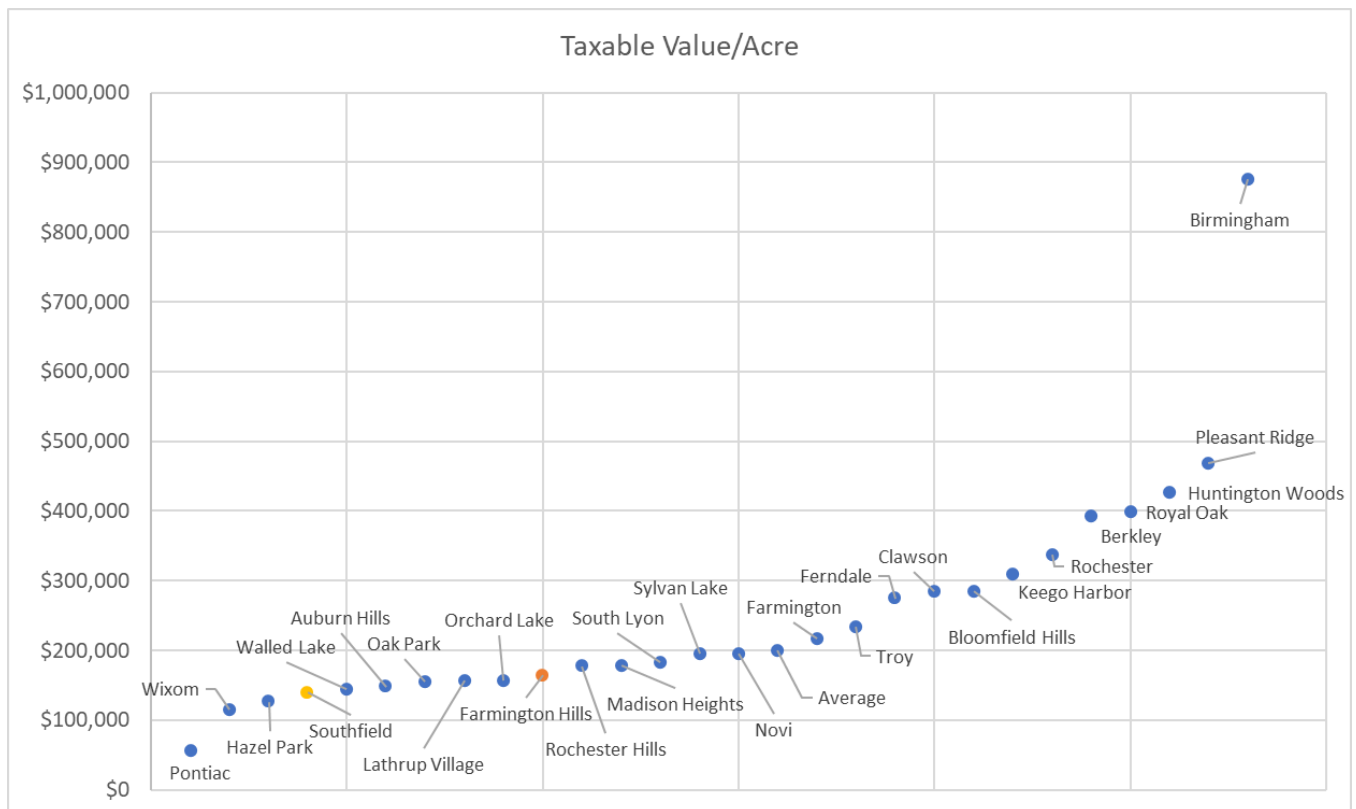
Figure 6. Taxable and Assessed Property Value, 2004-Present



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, 2022



3. City Commission Goals and Objectives

Following are the City Commission's FY23 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) As COVID continues to evolve, maintain safe conditions at all City facilities and adjust City services and events to protect the health of residents and City Staff, as warranted.
- (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) Implement traffic calming measures where necessary to ensure appropriate vehicle travel speeds.
- (5) 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) Maintain an unrestricted fund balance between 70% and 80% of general fund expenditures to protect the City from future uncertainties.
- (3) Maintain a capital outlay reserve of 50% of expenditures in the Water and Sewer Enterprise Fund.
- (4) Continue to explore other revenue sources including grant opportunities.
- (5) Continue extra contributions to the defined benefit pension to reduce the City's unfunded liability.

d. **Goal: Maintain an 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 and City parks.

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, including the underpass and the I-696 intersection, 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, email list, 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.
- (6) Continue to evaluate and improve digital communications.

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) Invest in increased use of technology to support large meetings at the Community Center.
- (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.

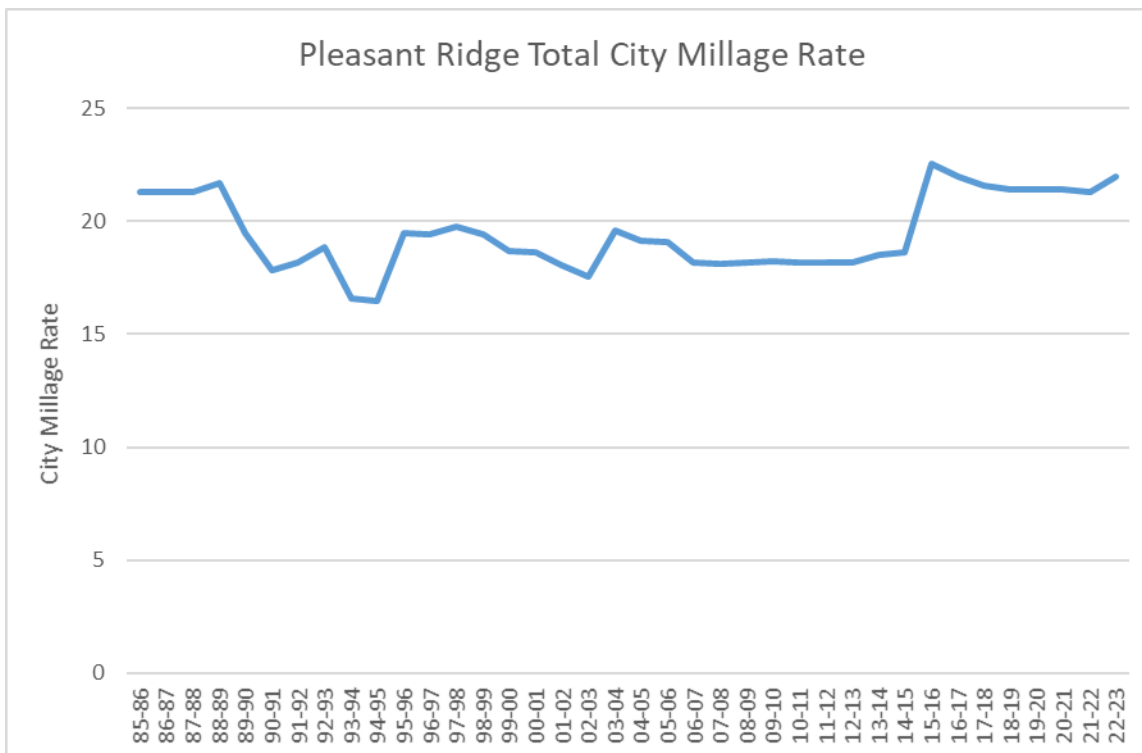
Table 1. Pleasant Ridge Property Tax Millage Components, 2014 to Present

	Original Amount	Final Levy*	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23
General Operating - Charter	20.0000	--	11.3094	11.1363	10.8434	10.6232	10.3714	10.2085	10.0604	9.8903	9.6885
General Operating (2015)	2.9000	--		2.8556	2.7804	2.7239	2.6593	2.6175	2.5795	2.5359	2.4841
Police Pension (2018)	1.400	2032					0.3500	0.7000	1.0500	1.3032	1.2766
Infrastructure (2015)	3.0000	2034	2.3880	2.9242	2.8472	2.7894	2.7232	2.6804	2.6415	0.285	0.2700
Community Promotion	0.3431	--		0.2704	0.3481	0.3375	0.3200	0.3100	0.300	2.5968	2.5438
Parks Improvement (2015)	0.7500	2024		0.7385	0.7190	0.7044	0.6877	0.6769	0.6670	0.6557	0.1290
Rubbish	3.0000	--	1.6960	1.6700	1.6260	1.5929	1.5551	1.5306	1.5084	1.4829	1.4526
Pool Operations (2003)	1.4000	2028	1.2593	1.2400	1.2073	1.1827	1.1546	1.1364	1.1199	1.1009	1.0784
Library (2019)	0.5000	2025	0.4949	0.3865	0.3763	0.3687	0.3675	0.3617	0.3564	0.3503	0.3380
Pool Debt (2003)	unlimited	2028	1.5000	1.3380	1.2123	1.2450	1.2500	1.1900	1.1700	1.11	1.0400
Water Infrastructure (2021)	3.5000	2051									1.6987
Total Millage			18.6476	22.5595	21.9600	21.5677	21.4388	21.4120	21.4531	21.3110	21.9997

* The year of final levy in the above table 1 is the last calendar year that the millage appears on the summer tax bill. A millage that is listed as expiring in 2032 will appear on summer taxes for the last time in 2032, during FY33.

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

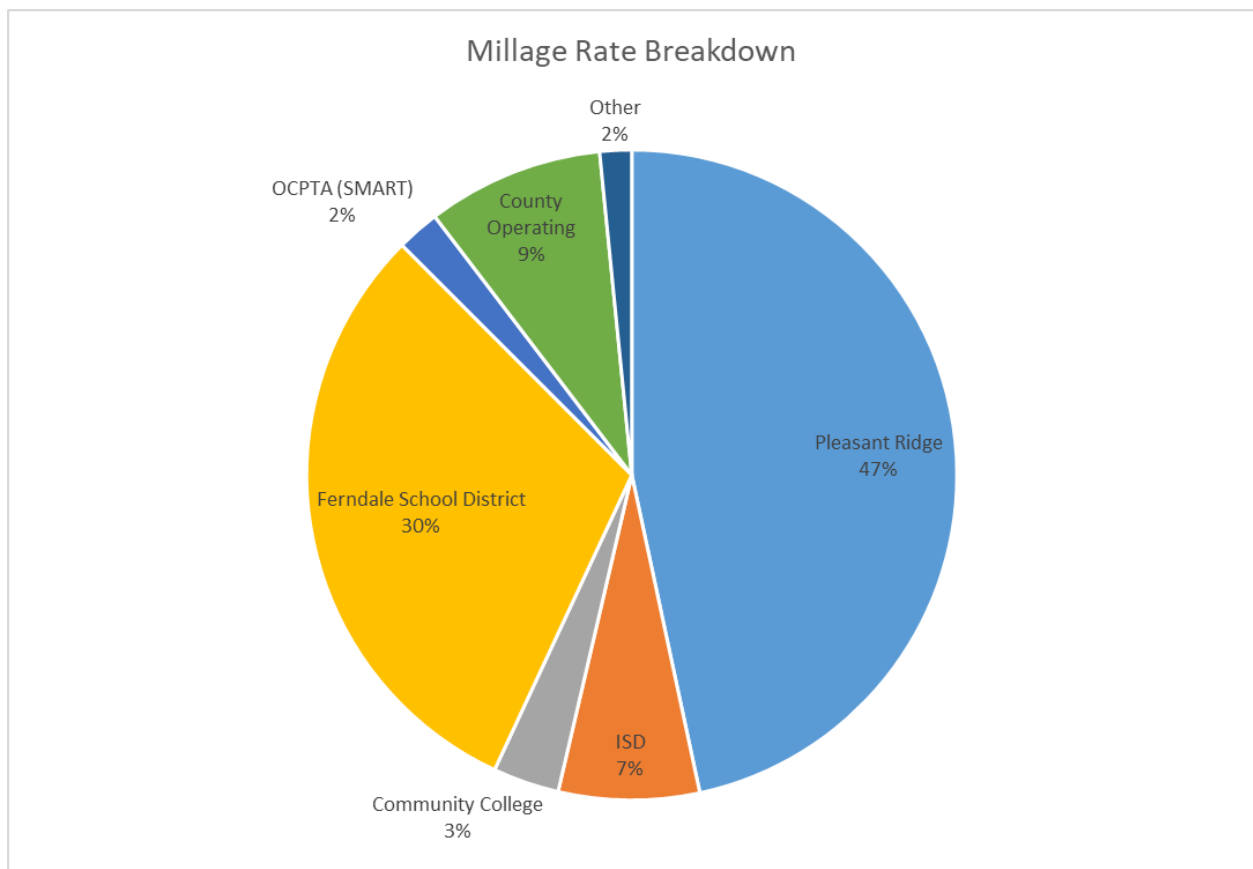


The 2022 total City millage rates increase by 0.6887 mills. The new water infrastructure millage levy is 1.6987 mills (out of 3.5 approved in November, 2021), the parks improvement millage is being reduced from 0.6557 mills to 0.1290 mills, and other City millages are being reduced by about 2.1% by Headlee. 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 3.3%, 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 0.2700 mill levy will generate about \$48,450 for the City. The revenues are used to pay for communications and community publications such as the Ridger and website maintenance and upkeep.

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, 2022

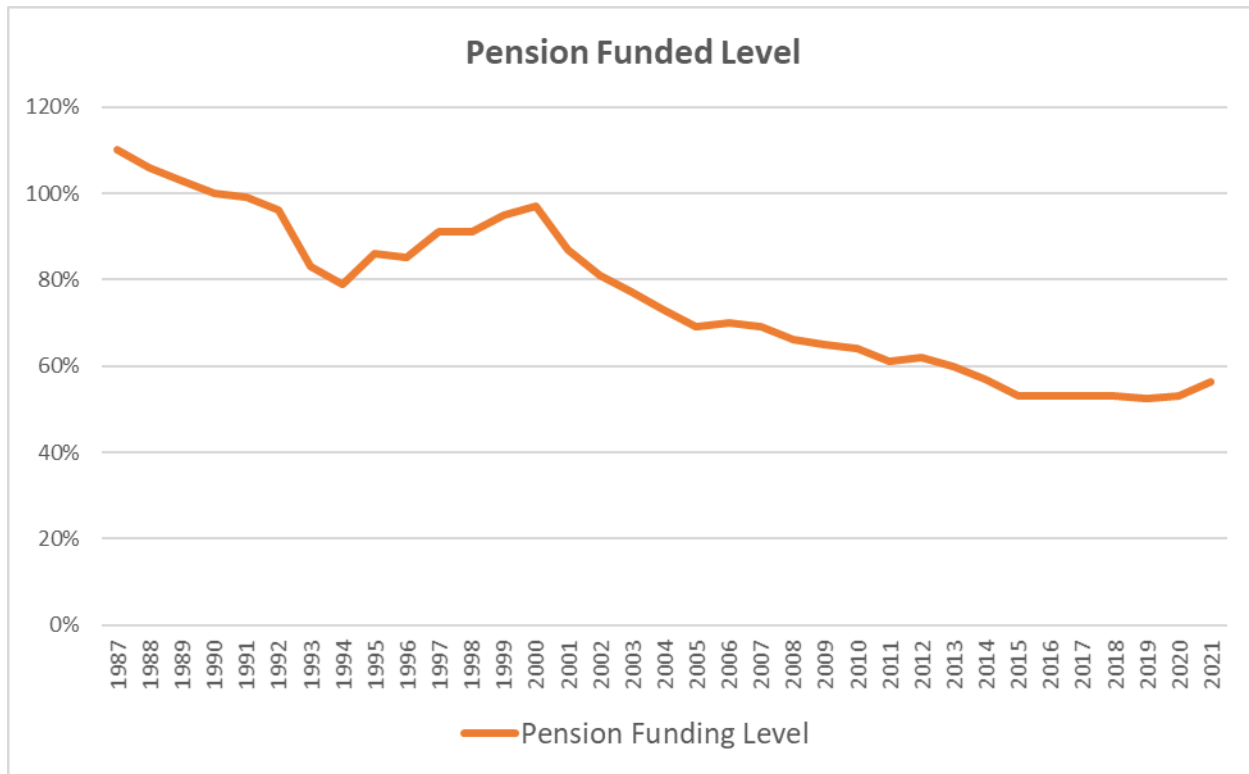


² As of the date of adoption of this budget, final tax rates for outside, non-Pleasant Ridge jurisdictions is not known. Those outside jurisdictions are also subject to Headlee Rollbacks, and their adopted tax rates have not yet been published. For the purposes of this document, the total millage rate 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 56% funded in 2021. Over the same 2000 – 2021 period, 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 81%, from \$287,000 in FY18 to \$522,000 in FY23. While our pension funded level only modestly increased due to actuarial changes used by MERS, the additional funding has stopped the declines in our funding level. Over the coming decade we will continue to address the unfunded liability in our pension fund through increased contributions and as new police officers enter the new hybrid pension program, which is fully funded.

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, 2020**

Division	Actuarial Accrued Liability					Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
	Active Employees	Vested Former Employees	Retirees and Beneficiaries	Pending Refunds	Total			
01 - Grnl Oth	\$ 0	\$ 241,862	\$ 307,080	\$ 0	\$ 548,942	\$ 340,674	62.1%	\$ 208,268
02 - Police	1,135,321	5,753	2,515,463	0	3,656,537	1,749,597	47.8%	1,906,940
10 - NonUnion	557,590	203,499	832,579	0	1,593,668	1,077,818	67.6%	515,850
11 - City Mgr	0	0	748,337	0	748,337	406,619	54.3%	341,718
12 - Non-Union after 7/1/2011	39,954	0	0	10,987	50,941	64,634	126.9%	(13,693)
20 - Police as of 7/1/2011	95,099	7,844	0	0	102,943	117,026	113.7%	(14,083)
HA - Police hired after 7/1/17	10,085	4,951	0	0	15,036	15,574	103.6%	(538)
Total	\$ 1,838,049	\$ 463,909	\$ 4,403,459	\$ 10,987	\$ 6,716,404	\$ 3,771,942	56.2%	\$ 2,944,462

The above table shows that the City's total unfunded liability is \$2,944,462, with over 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 was the first year the maximum levy was reached.

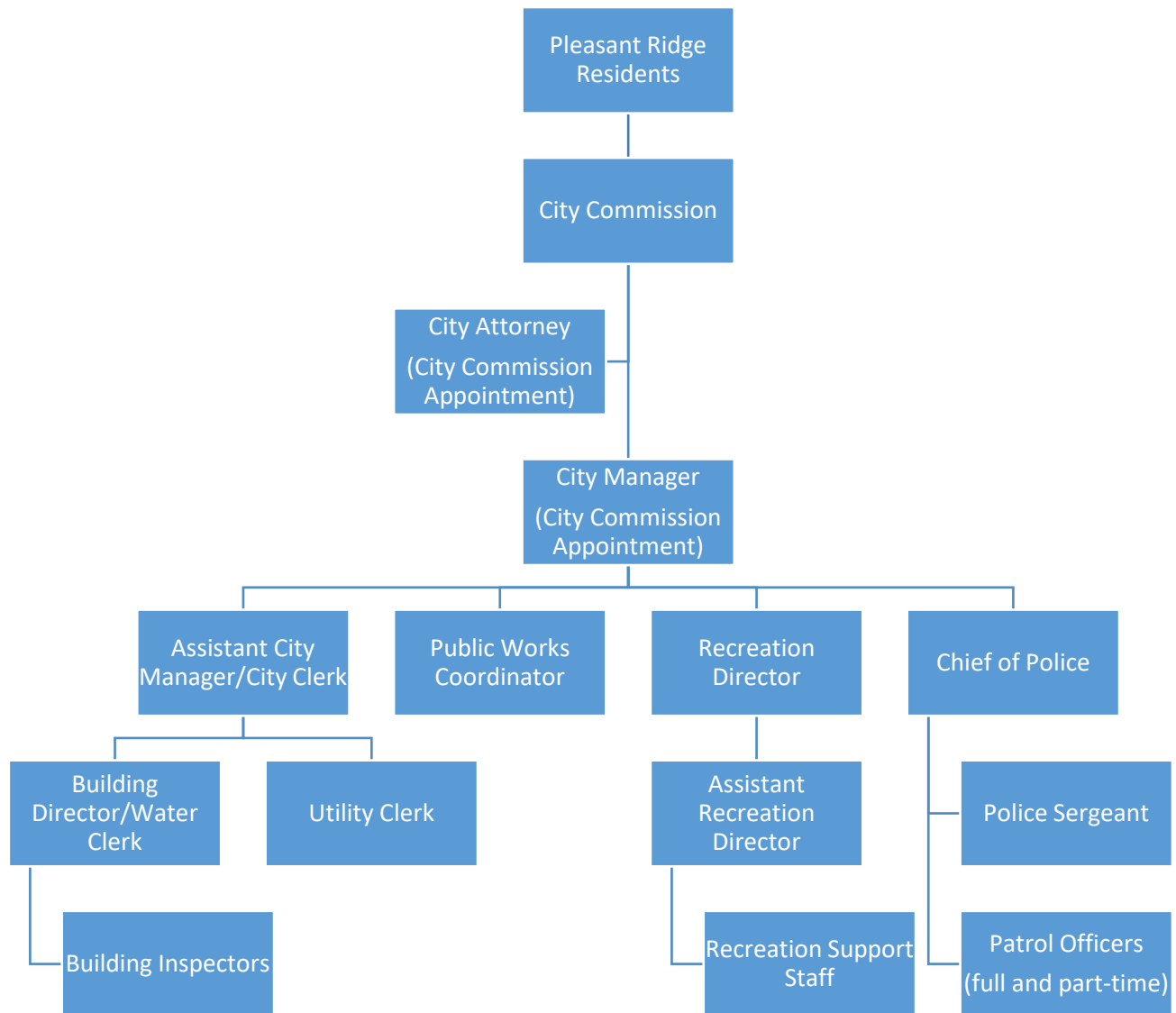
The FY23 levy is 1.2766 mills, which is expected to generate \$229,087. The amount budgeted for police pension expenses for active and retired officers is \$410,000.

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	FY23
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	0.5
City Hall Total		4.5
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)		4.76
All Departments		17.76

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 70-80% 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. FY23 budget includes revenues of \$3,349,152 and expenditures of \$3,314,102 with a projected end of year fund balance percentage of 54%.

REVENUES

SOURCE	Actual 2018-19	Actual 2019-20	Actual 2020-21	Budget 2021-22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Taxes and special assessments	2,137,853	2,268,316	2,401,614	2,461,590	2,548,919	2,628,563	2,710,836
Licenses and Permits	133,085	114,770	110,379	100,300	100,300	100,300	100,300
Federal and State Grants	47,419	49,752	139,801	24,000	24,000	24,000	24,000
State Shared Revenue	266,525	259,190	296,617	256,000	299,674	299,674	299,674
Charges for Services	286,841	219,574	238,526	227,955	232,085	236,922	241,919
Fines and Forfeits	107,920	81,991	76,187	105,000	87,500	87,500	87,500
Interest and Rents	27,166	31,979	8,746	15,000	17,000	17,000	17,000
Other revenue	159,657	115,223	87,846	81,250	79,750	79,750	79,750
Transfers-In	0	0	0	0	0	0	0
REVENUE TOTAL	3,166,466	3,140,795	3,359,716	3,271,095	3,389,227	3,473,709	3,560,978

EXPENDITURES

DEPARTMENT							
Mayor and Commission	15,490	24,601	13,769	27,550	27,550	27,550	27,550
City Manager	167,267	179,032	182,942	201,250	215,683	226,511	237,533
Elections	7,442	15,144	21,747	10,760	10,760	10,760	10,760
City Attorney	17,083	18,563	26,633	26,500	26,500	26,500	26,500
City Clerk	103,617	113,876	114,130	119,865	123,840	128,676	133,963
Information Technology	92,627	73,122	74,763	75,250	74,000	74,000	74,000
General Government	152,121	117,728	117,026	158,650	189,950	174,950	176,435
Cable TV	2,400	2,675	3,263	3,410	2,910	2,910	2,910
City Treasurer	113,776	115,605	125,667	115,050	128,300	132,564	136,855
Assessment	21,347	22,530	21,212	22,670	22,670	22,870	23,070
Police Services	1,061,769	1,123,144	1,129,464	1,294,203	1,395,128	1,437,981	1,482,298
Fire/Rescue	256,581	256,581	256,581	256,581	256,581	256,581	256,581
Building Department	75,951	67,619	69,886	79,194	84,991	105,814	106,664
Planning Commission	0	0	0	0	0	0	0
Public Works	262,262	273,689	305,544	291,261	307,918	318,536	329,424
Street Lighting	37,227	43,884	46,006	44,000	46,500	46,500	46,500
Recreation	382,869	375,382	318,877	394,937	333,055	340,148	348,476
Retirement Services	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Transfers Out	180,000	60,000	50,595	100,000	100,000	100,000	100,000
EXPENDITURES TOTAL	2,954,829	2,888,175	2,883,105	3,226,131	3,351,336	3,437,851	3,524,517
Revenue over (under) expenditures	211,637	252,620	476,611	44,964	37,891	35,857	36,461
Fund Balance, beginning of the year	768,837	980,449	1,233,027	1,709,638	1,754,602	1,792,493	1,828,351
Fund Balance adjustments		(48)					
Fund Balance, end of the year	980,474	1,233,027	1,709,638	1,754,602	1,792,493	1,828,351	1,864,812
General Fund Balance %	33.18%	42.69%	59.30%	54.39%	53.49%	53.18%	52.91%

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 FY22. This modest increase is due to growth in tax revenue of 3.3% as allowed by the Headlee amendment, and as calculated by the state.

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
GENERAL FUND REVENUE DETAIL							
Taxes and Special Assessments							
101-000-401.000	Property Taxes - Operating	2,056,823	2,105,487	2,018,463	2,184,380	2,256,465	2,330,928
101-000-401.001	Chargebacks from County	0	0	0	0	0	0
	Property Taxes - Police Pension						
101-000-401.400	Millage	175,062	220,813	215,886	229,087	236,646	244,456
101-000-401.500	Property Taxes - Community Promo	48,714	48,290	46,289	48,452	48,452	48,452
101-000-410.000	Personal Property Taxes	0	0	0	0	0	0
101-000-410.500	Delinquent Tax Collection	18,311	0	481	0	0	0
101-000-445.000	Interest on Taxes	22,647	10,000	6,275	10,000	10,000	10,000
101-000-447.000	Property Tax Admin Fee	80,057	77,000	79,001	77,000	77,000	77,000
	<i>Total taxes and special assessments</i>	<i>2,401,614</i>	<i>2,461,590</i>	<i>2,366,395</i>	<i>2,548,919</i>	<i>2,628,563</i>	<i>2,710,836</i>
Licenses and Permits							
101-000-476.000	Landlord Licenses	1,200	750	800	750	750	750
101-000-477.000	Electrical Permits	10,020	8,250	10,060	8,250	8,250	8,250
101-000-478.000	Building Permits	78,303	75,000	107,923	75,000	75,000	75,000
101-000-479.000	Plumbing and Mechanical Permits	20,740	15,000	13,703	15,000	15,000	15,000
101-000-480.000	Liquor License Fee Revenue	825	800	839	800	800	800
101-000-485.000	Dog Licenses	(709)	500	598	500	500	500
	<i>Total licenses and permits</i>	<i>110,379</i>	<i>100,300</i>	<i>133,923</i>	<i>100,300</i>	<i>100,300</i>	<i>100,300</i>
Federal and State Grants							
101-000-522.000	CDBG	5,989	5,500	4,096	5,500	5,500	5,500
101-000-528.000	Other Federal Grants	94,904	0	0	0	0	0
101-000-530.000	CDBG	0	0	0	0	0	0
101-000-532.000	Local Grants	8,852	0	0	0	0	0
101-000-540.000	State Grant	0	0	0	0	0	0
101-000-544.000	302 Training Funds	725	1,000	417	1,000	1,000	1,000
101-000-573.000	Local Community Stabilization	29,331	17,500	9,476	17,500	17,500	17,500
	<i>Total federal and state grants</i>	<i>139,801</i>	<i>24,000</i>	<i>13,989</i>	<i>24,000</i>	<i>24,000</i>	<i>24,000</i>
State Shared Revenue							
101-000-576.500	Sales Taxes - Statutory	49,383	46,000	25,185	47,500	47,500	47,500
101-000-576.750	Sales Taxes - Constitutional	247,234	210,000	136,015	252,174	252,174	252,174
101-000-576.751	Sales Taxes - Supplemental	0	0	0	0	0	0
	<i>Total state shared revenue</i>	<i>296,617</i>	<i>256,000</i>	<i>161,200</i>	<i>299,674</i>	<i>299,674</i>	<i>299,674</i>
Charges for Services							
101-000-607.000	NSF Fees	330	400	300	400	400	400
101-000-608.000	Registration Fees	3,165	3,000	2,610	3,000	3,000	3,000

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
101-000-609.000	Administrative Fees	11,505	7,500	9,175	7,500	7,500	7,500
101-000-627.000	Administrative Charges	105,707	105,625	105,625	107,562	110,135	112,793
101-000-627.100	Charges for Services - Personnel	12,555	12,755	12,755	13,176	13,611	14,060
101-000-627.200	Charges for Services - IT	52,934	53,675	53,675	55,446	57,276	59,166
101-000-635.000	Copying Charges	401	50	65	50	50	50
101-000-637.000	Zoning Board of Appeals Fees	500	0	0	0	0	0
101-000-641.100	Election Reimbursement	0	0	2,341	0	0	0
101-000-641.200	Spraying Reimbursement	0	0	0	0	0	0
101-000-641.300	Tree Planting Reimbursement	959	750	500	750	750	750
101-000-642.000	Sales	0	0	80	0	0	0
101-000-651.000	Use & Admission Fees	195	1,000	9,898	1,000	1,000	1,000
101-000-651.208	Admission - Dog Park	4,590	3,200	3,745	3,200	3,200	3,200
101-000-653.000	Registration Program Fees	45,685	40,000	94,062	40,000	40,000	40,000
<i>Total charges for services:</i>		<i>238,526</i>	<i>227,955</i>	<i>294,831</i>	<i>232,085</i>	<i>236,922</i>	<i>241,919</i>
Fines and Forfeits							
101-000-656.000	Municipal Fines	37,487	70,000	77,423	50,000	50,000	50,000
101-000-657.000	District Court Fines	38,700	35,000	35,452	37,500	37,500	37,500
<i>Total fines and forfeits:</i>		<i>76,187</i>	<i>105,000</i>	<i>112,875</i>	<i>87,500</i>	<i>87,500</i>	<i>87,500</i>
Interest and Rents							
101-000-665.000	Interest & Dividend Income	8,422	5,000	2,755	5,000	5,000	5,000
101-000-667.000	4 Ridge Rental	324	10,000	14,595	12,000	12,000	12,000
101-000-669.000	Investment Gains and Losses	0	0	0	0	0	0
<i>Total interest and rents:</i>		<i>8,746</i>	<i>15,000</i>	<i>17,350</i>	<i>17,000</i>	<i>17,000</i>	<i>17,000</i>
Other Revenue							
101-000-670.000	Cable Franchise and PEG Fees	55,384	55,000	29,225	55,000	55,000	55,000
101-000-671.000	Miscellaneous Other Revenues	28,312	5,000	42,589	22,500	22,500	22,500
101-000-674.000	Private Contributions and Donations	0	0	0	0	0	0
101-000-675.000	Contributions & Donations	1,000	1,000	0	1,000	1,000	1,000
101-000-679.000	Refunds & Rebates	2,802	20,000	0	1,000	1,000	1,000
101-000-679.300	Refunds & Rebates - Public Safety	348	250	3,597	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	0	0	0	0	0
<i>Total other revenue:</i>		<i>87,846</i>	<i>81,250</i>	<i>75,411</i>	<i>79,750</i>	<i>79,750</i>	<i>79,750</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		3,359,716	3,271,095	3,175,974	3,389,227	3,473,709	3,560,978

101. General Fund Expenditures

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
GENERAL FUND APPROPRIATIONS							
Department 101 - Mayor and Commission							
101-101-715.000	Worker's Compensation	71	50	76	50	50	50
101-101-955.000	Miscellaneous Expenses	7,146	20,000	8,028	20,000	20,000	20,000
101-101-956.000	Conferences and Workshops	195	1,000	130	1,000	1,000	1,000
101-101-958.000	Memberships and Dues	6,357	6,500	7,361	6,500	6,500	6,500
<i>Totals for Department 101 - Mayor and Commission</i>		<i>13,769</i>	<i>27,550</i>	<i>15,595</i>	<i>27,550</i>	<i>27,550</i>	<i>27,550</i>
Department 172 - City Manager							
101-172-702.000	Administration Wages	107,585	112,000	86,468	125,300	130,939	136,831
101-172-702.250	Comptime Payout	0	0	0	0	0	0
101-172-711.000	Social Security & Medicare	8,913	9,300	7,299	9,607	9,924	10,251
101-172-712.000	Medical Insurance	5,186	6,150	4,087	5,250	5,250	5,250
101-172-712.001	Medical Insurance - Employee Cont.	0	0	0	0	0	0
101-172-712.003	Medical Insurance - Retirees	5,889	6,500	3,665	6,500	6,715	6,936
101-172-712.004	Medical Insurance - Retiree Cont.	(466)	(600)	(466)	(600)	(600)	(600)
101-172-712.006	Medical Insurance - HSA (Retirees)	0	0	0	0	0	0
101-172-713.000	Life Insurance	692	750	599	750	750	750
101-172-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
101-172-714.003	Retirement - DB (Retirees)	25,068	34,500	28,480	34,500	38,002	41,374
101-172-714.500	Retirement - DC (Active Employees)	22,171	22,960	18,128	25,687	26,842	28,050
101-172-715.000	Worker's Compensation	87	50	93	50	50	50
101-172-716.000	Unemployment Compensation	16	40	17	40	40	40
101-172-720.000	Tuition, Training and Education	0	100	0	100	100	100
101-172-727.000	Office Supplies	80	0	0	0	0	0
101-172-728.000	Postage	0	0	0	0	0	0
101-172-731.000	Operating Supplies	38	100	0	100	100	100
101-172-790.000	Books & Periodicals	165	400	423	400	400	400
101-172-862.000	Automobile Allowance	6,000	6,000	5,000	6,000	6,000	6,000
101-172-956.000	Conferences and Workshops	520	2,000	250	1,000	1,000	1,000
101-172-958.000	Memberships and Dues	998	1,000	1,581	1,000	1,000	1,000
<i>Totals for Department 172 - City Manager</i>		<i>182,942</i>	<i>201,250</i>	<i>155,624</i>	<i>215,683</i>	<i>226,511</i>	<i>237,533</i>
Department 191 - Elections							
101-191-704.000	Part-Time Wages	3,960	4,500	1,390	4,500	4,500	4,500
101-191-711.000	Social Security & Medicare	40	0	27	0	0	0
101-191-715.000	Worker's Compensation	19	10	20	10	10	10
101-191-728.000	Postage	3,453	250	600	250	250	250
101-191-731.000	Operating Supplies	6,148	3,000	1,906	3,000	3,000	3,000
101-191-809.000	Contractual Services	0	1,250	0	1,250	1,250	1,250
101-191-900.000	Printing & Publishing	5,794	1,250	49	1,250	1,250	1,250
101-191-970.000	Capital Outlay	2,333	500	0	500	500	500
<i>Totals for Department 191 - Elections</i>		<i>21,747</i>	<i>10,760</i>	<i>3,992</i>	<i>10,760</i>	<i>10,760</i>	<i>10,760</i>
Department 210 - City Attorney							
101-210-815.000	City Attorney Services	21,502	20,000	9,663	20,000	20,000	20,000

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
101-210-815.250	Court Prosecutions	4,860	6,000	4,793	6,000	6,000	6,000
101-210-815.500	Labor Relations Attorney	271	500	0	500	500	500
<i>Totals for Department 210 - City Attorney</i>		<i>26,633</i>	<i>26,500</i>	<i>14,456</i>	<i>26,500</i>	<i>26,500</i>	<i>26,500</i>
Department 215 - City Clerk							
101-215-702.000	Administration Wages	86,276	88,330	63,567	92,305	96,459	100,799
101-215-711.000	Social Security & Medicare	6,554	6,760	4,723	6,760	6,983	7,214
101-215-712.000	Medical Insurance	6,740	7,750	6,795	7,750	7,983	8,222
101-215-712.001	Medical Insurance - Employee Cont.	(686)	(775)	(592)	(775)	(798)	(822)
101-215-712.005	Medical Insurance - HSA	1,450	1,500	1,475	1,500	1,500	1,500
101-215-713.000	Life Insurance	592	195	578	195	195	195
101-215-714.000	Retirement - DB (Active Employees)	12,364	13,250	6,602	13,250	13,500	14,000
101-215-715.000	Worker's Compensation	204	125	218	125	125	125
101-215-716.000	Unemployment Compensation	11	30	11	30	30	30
101-215-727.000	Office Supplies	94	0	0	0	0	0
101-215-728.000	Postage	0	0	0	0	0	0
101-215-731.000	Operating Supplies	0	1,250	0	1,250	1,250	1,250
101-215-861.000	Mileage Allowance	265	300	305	300	300	300
101-215-955.000	Miscellaneous Expenses	0	100	0	100	100	100
101-215-956.000	Conferences and Workshops	0	750	0	750	750	750
101-215-958.000	Memberships and Dues	266	300	326	300	300	300
101-215-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for Department 215 - City Clerk</i>		<i>114,130</i>	<i>119,865</i>	<i>84,008</i>	<i>123,840</i>	<i>128,676</i>	<i>133,963</i>
Department 228 - Information Technology							
101-228-809.000	Contractual Services	15,748	22,500	17,487	20,000	20,000	20,000
101-228-851.000	Communications	16,900	18,000	14,705	18,000	18,000	18,000
101-228-928.000	Software Maintenance	14,842	15,500	8,124	15,500	15,500	15,500
101-228-970.000	Capital Outlay	17,282	10,000	6,376	10,000	10,000	10,000
101-228-983.000	Leased Assets	9,991	9,250	10,423	10,500	10,500	10,500
<i>Totals for Department 228 - Information Technology</i>		<i>74,763</i>	<i>75,250</i>	<i>57,115</i>	<i>74,000</i>	<i>74,000</i>	<i>74,000</i>
Department 248 - General Government							
101-248-727.000	Office Supplies	1,614	2,000	1,377	2,000	2,000	2,000
101-248-728.000	Postage	2,003	3,000	1,316	3,000	3,000	3,000
101-248-731.000	Operating Supplies	8,526	8,500	4,343	8,500	8,500	8,500
101-248-733.000	Janitorial Supplies	259	500	529	500	500	500
101-248-734.000	Building Maintenance Supplies	109	200	0	200	200	200
101-248-803.000	Janitorial Contract	195	250	0	250	250	250
101-248-809.000	Contractual Services	6,707	6,500	5,500	6,500	6,500	6,500
101-248-809.002	Payroll Administration	9,618	10,000	8,656	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	11,114	17,700	11,636	60,000	45,000	46,485
101-248-900.000	Printing & Publishing	7,267	12,000	5,541	12,000	12,000	12,000
101-248-910.000	Insurance & Bonds	49,751	60,000	47,640	60,000	60,000	60,000
101-248-920.000	Public Utilities	10,397	10,000	8,599	10,000	10,000	10,000
101-248-929.000	Equipment Maintenance	89	500	86	500	500	500
101-248-931.000	Building Maintenance	7,706	25,000	32,391	15,000	15,000	15,000
101-248-955.000	Miscellaneous Expenses	1,671	2,500	111	1,500	1,500	1,500
101-248-970.000	Capital Outlay	0	0	0	0	0	0

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
101-248-983.000	Leased Assets	0	0	0	0	0	0
<i>Totals for Department 248 - General Government</i>		<i>117,026</i>	<i>158,650</i>	<i>127,725</i>	<i>189,950</i>	<i>174,950</i>	<i>176,435</i>
Department 249 - Cable TV							
101-249-715.000	Worker's Compensation	13	10	0	10	10	10
101-249-731.000	Operating Supplies	0	500	0	250	250	250
101-249-809.000	Contractual Services	3,250	2,400	2,395	2,400	2,400	2,400
101-249-958.000	Memberships and Dues	0	500	0	250	250	250
<i>Totals for Department 249 - Cable TV</i>		<i>3,263</i>	<i>3,410</i>	<i>2,395</i>	<i>2,910</i>	<i>2,910</i>	<i>2,910</i>
Department 253 - City Treasurer							
101-253-714.003	Retirement - DB (Retirees)	24,728	16,000	13,203	16,000	17,624	19,188
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	21,850	25,000	24,550	25,000	25,000	25,000
101-253-809.001	Accounting Services	69,084	69,250	51,704	80,000	82,640	85,367
101-253-890.000	Service Charges	9,541	4,500	6,816	7,000	7,000	7,000
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	344	200	187	200	200	200
101-253-960.100	Credit Card Service Charge	120	50	80	50	50	50
<i>Totals for Department 253 - City Treasurer</i>		<i>125,667</i>	<i>115,050</i>	<i>96,540</i>	<i>128,300</i>	<i>132,564</i>	<i>136,855</i>
Department 254 - Assessing							
101-254-702.000	Administration Wages	900	1,050	720	1,050	1,050	1,050
101-254-711.000	Social Security & Medicare	69	100	55	100	100	100
101-254-804.000	County Assessor Fees	19,231	19,700	0	19,700	19,900	20,100
101-254-901.000	Printing Tax Bills	1,012	1,800	1,069	1,800	1,800	1,800
101-254-956.000	Conferences and Workshops	0	20	0	20	20	20
<i>Totals for Department 254 - Assessment</i>		<i>21,212</i>	<i>22,670</i>	<i>1,844</i>	<i>22,670</i>	<i>22,870</i>	<i>23,070</i>
Department 301 - Police Services							
101-301-702.000	Administration Wages	87,359	89,709	69,286	93,746	97,964	102,373
101-301-702.250	Comptime Payout	0	0	0	0	0	0
101-301-703.000	Overtime	23,032	17,500	25,448	17,500	17,500	17,500
101-301-704.000	Part-Time Wages	13,199	10,000	7,233	10,000	10,000	10,000
101-301-705.000	Full Time Wages	344,290	431,850	322,378	462,100	477,349	493,102
101-301-708.000	Crossing Guard Wages	1,738	3,800	1,775	3,800	3,925	4,055
101-301-711.000	Social Security & Medicare	25,820	28,000	23,765	28,000	28,000	28,000
101-301-712.000	Medical Insurance	75,665	87,000	80,242	90,000	92,970	96,038
101-301-712.001	Medical Insurance - Employee Cont.	(6,984)	(5,950)	(6,644)	(7,500)	(7,500)	(7,500)
101-301-712.002	Retirement - HCSP	6,729	6,300	7,168	6,750	6,973	7,203
101-301-712.003	Medical Insurance - Retirees	100,835	82,500	66,727	87,500	90,388	93,370
101-301-712.004	Medical Insurance - Retiree Cont.	(11,242)	(6,600)	(13,686)	(14,500)	(14,500)	(14,500)
101-301-712.005	Medical Insurance - HSA	13,352	12,100	12,567	15,000	15,000	15,000
101-301-712.006	Medical Insurance - HSA (Retirees)	5,075	5,500	5,075	5,500	5,500	5,500
101-301-713.000	Life Insurance	3,260	3,700	3,440	3,500	3,616	3,735
101-301-714.000	Retirement - DB (Active Employees)	71,871	62,500	77,427	95,000	98,135	101,373
101-301-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
101-301-714.003	Retirement - DB (Retirees)	224,252	293,000	227,325	315,000	325,395	336,133

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
101-301-714.500	Retirement - DC (Active Employees)	5,685	15,000	6,730	15,000	15,495	16,006
101-301-715.000	Worker's Compensation	9,691	6,500	10,338	9,700	9,700	9,700
101-301-716.000	Unemployment Compensation	58	200	62	200	200	200
101-301-717.000	Longevity	0	0	0	0	0	0
101-301-718.000	Uniform Allowance	8,070	7,350	4,435	7,350	7,350	7,350
101-301-718.100	Uniform Cleaning Allowance	3,300	4,000	3,900	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	1,560	5,000	2,097	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	927	1,500	883	1,500	1,500	1,500
101-301-728.000	Postage	0	0	0	0	0	0
101-301-731.000	Operating Supplies	22,757	17,500	14,276	19,000	19,000	19,000
101-301-751.000	Gas & Oil	16,164	17,500	18,545	22,500	23,243	24,010
101-301-790.000	Books & Periodicals	0	0	0	0	0	0
101-301-803.000	Janitorial Contract	292	500	0	500	500	500
101-301-809.000	Contractual Services	14,371	15,000	0	15,000	15,000	15,000
101-301-809.200	Clemis/LEIN Services	10,761	12,000	8,460	12,500	12,875	13,261
101-301-809.911	Dispatch Contract	39,000	41,350	29,250	41,350	42,715	44,124
101-301-827.200	Charges for Services - IT	5,615	5,694	5,694	5,882	6,076	6,277
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	398	1,500	367	1,000	1,000	1,000
101-301-930.000	Vehicle Maintenance	7,511	10,000	9,017	10,000	10,000	10,000
101-301-955.000	Miscellaneous Expenses	178	500	51	500	500	500
101-301-956.000	Conferences and Workshops	0	1,250	599	750	750	750
101-301-958.000	Memberships and Dues	365	300	250	350	350	350
101-301-970.000	Capital Outlay	4,510	10,000	15,726	11,000	11,363	11,738
101-301-995.100	Interest: Governmental Debt	0	0	0	0	0	0
<i>Totals for Department 301 - Police Services</i>		<i>1,129,464</i>	<i>1,294,203</i>	<i>1,040,206</i>	<i>1,395,128</i>	<i>1,437,981</i>	<i>1,482,298</i>
Department 339 - Fire/Rescue							
101-339-802.000	Fire Services Contract	256,581	256,581	235,199	256,581	256,581	256,581
<i>Totals for Department 339 - Fire/Rescue</i>		<i>256,581</i>	<i>256,581</i>	<i>235,199</i>	<i>256,581</i>	<i>256,581</i>	<i>256,581</i>
Department 371 - Community Development							
101-371-704.000	Part-Time Wages	6,686	7,200	5,284	7,200	7,200	7,200
101-371-711.000	Social Security & Medicare	511	550	404	550	550	550
101-371-715.000	Worker's Compensation	26	50	28	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	9	0	0	0
101-371-809.000	Contractual Services	10,729	13,500	6,886	20,000	40,000	40,000
101-371-811.000	Electrical Inspector Fees	5,550	7,000	3,488	5,500	5,500	5,500
101-371-812.000	Mechanical Inspector Fees	7,163	8,000	5,625	8,000	8,000	8,000
101-371-813.000	Building Inspector Fees	15,300	18,000	13,331	18,000	18,000	18,000
101-371-827.100	Charges for Services - Personnel	12,555	12,755	12,755	13,176	13,611	14,060
101-371-827.200	Charges for Services - IT	11,232	11,389	11,389	11,765	12,153	12,554
101-371-955.000	Miscellaneous Expenses	134	750	0	750	750	750
101-371-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for Department 371 - Community Development</i>		<i>69,886</i>	<i>79,194</i>	<i>59,199</i>	<i>84,991</i>	<i>105,814</i>	<i>106,664</i>

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
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	26,612	30,172	23,194	31,530	32,949	34,431
101-440-711.000	Social Security & Medicare	1,826	1,775	1,604	1,775	1,834	1,894
101-440-712.000	Medical Insurance	11,915	12,100	11,783	12,499	12,999	13,519
101-440-712.001	Medical Insurance - Employee Cont.	(1,209)	(1,210)	(1,040)	(1,250)	(1,300)	(1,352)
101-440-712.002	Retirement - HCSP	0	0	0	0	0	0
101-440-712.003	Medical Insurance - Retirees	2,945	3,500	1,830	3,000	3,090	3,183
101-440-712.004	Medical Insurance - Retiree Cont.	(233)	0	(233)	(200)	(200)	(200)
101-440-712.005	Medical Insurance - HSA	1,450	950	1,450	1,900	1,900	1,900
101-440-713.000	Life Insurance	249	200	327	200	200	200
101-440-714.000	Retirement - DB (Active Employees)	0	0	0	0	0	0
101-440-714.003	Retirement - DB (Retirees)	14,850	13,000	15,035	14,500	15,972	17,389
101-440-714.500	Retirement - DC (Active Employees)	3,795	4,224	3,206	4,414	4,613	4,820
101-440-715.000	Worker's Compensation	0	0	14	0	0	0
101-440-716.000	Unemployment Compensation	0	0	0	0	0	0
101-440-731.000	Operating Supplies	6,425	5,000	6,321	6,500	6,500	6,500
101-440-809.000	Contractual Services	0	0	0	0	0	0
101-440-809.110	Contractual Services	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	195,998	200,000	94,315	210,000	216,930	224,089
101-440-920.000	Public Utilities	4,570	3,000	4,007	4,500	4,500	4,500
101-440-931.000	Building Maintenance	0	0	5,375	0	0	0
101-440-955.000	Miscellaneous Expenses	105	1,000	629	1,000	1,000	1,000
101-440-958.000	Memberships and Dues	0	50	20	50	50	50
101-440-970.000	Capital Outlay	36,246	17,500	3,663	17,500	17,500	17,500
<i>Totals for Department 440 - Public Works</i>		<i>305,544</i>	<i>291,261</i>	<i>171,500</i>	<i>307,918</i>	<i>318,536</i>	<i>329,424</i>
Department 448 - Street Lighting							
101-448-921.000	Streetlighting	46,006	44,000	37,956	46,500	46,500	46,500
<i>Totals for Department 448 - Street Lighting</i>		<i>46,006</i>	<i>44,000</i>	<i>37,956</i>	<i>46,500</i>	<i>46,500</i>	<i>46,500</i>
Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Department 750 - Recreation							
101-750-702.000	Administration Wages	112,698	114,546	93,416	99,775	104,265	108,957
101-750-704.000	Part-Time Wages	8,896	30,000	16,279	30,000	30,990	32,013
101-750-711.000	Social Security & Medicare	9,285	11,000	8,519	10,000	10,330	10,671
101-750-712.000	Medical Insurance	15,910	16,500	15,722	17,045	17,726	18,435
101-750-712.001	Medical Insurance - Employee Cont.	(1,622)	(1,250)	(1,369)	(1,250)	(1,250)	(1,250)
101-750-712.002	Retirement - HCSP	3,369	2,250	2,840	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	4,350	4,500	4,375	4,500	4,500	4,500
101-750-713.000	Life Insurance	999	350	1,010	1,000	1,000	1,000
101-750-714.000	Retirement - DB (Active Employees)	16,215	12,500	10,133	12,913	14,223	15,485

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
101-750-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
101-750-714.003	Retirement - DB (Retirees)	11,334	10,000	6,602	10,000	10,000	10,000
101-750-714.500	Retirement - DC (Active Employees)	38	0	(38)	0	0	0
101-750-715.000	Worker's Compensation	3,461	4,000	3,692	4,000	4,000	4,000
101-750-716.000	Unemployment Compensation	15	50	16	50	50	50
101-750-720.000	Tuition, Training and Education	0	750	0	750	750	750
101-750-727.000	Office Supplies	295	2,000	1,027	2,000	2,000	2,000
101-750-728.000	Postage	0	0	0	0	0	0
101-750-728.500	Newsletter Delivery	814	750	1,463	750	750	750
101-750-729.000	Recreation Program Supplies	6	7,500	537	2,500	2,500	2,500
101-750-730.000	Special Program Supplies	4,760	25,000	27,389	25,000	25,000	25,000
101-750-731.000	Operating Supplies	3,627	5,000	7,422	5,000	4,000	4,000
101-750-733.000	Janitorial Supplies	892	0	1,255	0	0	0
101-750-734.000	Building Maintenance Supplies	0	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	2,846	12,100	7,982	12,100	12,100	12,100
101-750-803.700	Exterminator Service	612	600	672	600	600	600
101-750-809.000	Contractual Services	10,333	28,000	13,826	22,500	22,500	22,500
101-750-809.700	Alarm System	0	0	0	0	0	0
101-750-827.200	Charges for Services - IT	8,423	8,541	8,541	8,823	9,114	9,415
101-750-851.000	Communications	0	0	0	0	0	0
101-750-861.000	Mileage Allowance	0	500	0	500	500	500
101-750-883.000	Sports	3,717	7,500	7,795	7,000	7,000	7,000
101-750-884.000	Spring & Summer Sports	0	0	0	0	0	0
101-750-890.000	Service Charges	484	0	338	0	0	0
101-750-904.000	Printing Newsletter	0	0	0	0	0	0
101-750-920.000	Public Utilities	25,480	25,000	25,089	25,000	25,000	25,000
101-750-929.000	Equipment Maintenance	215	2,500	416	500	500	500
101-750-931.000	Building Maintenance	10,152	15,000	7,231	15,000	15,000	15,000
101-750-934.000	Parks Maintenance	16,094	12,500	11,775	12,500	12,500	12,500
101-750-955.000	Miscellaneous Expenses	0	0	0	0	0	0
101-750-955.300	Transportation	0	0	0	0	0	0
101-750-956.000	Conferences and Workshops	0	1,500	0	1,500	1,500	1,500
101-750-958.000	Memberships and Dues	0	750	0	750	750	750
101-750-961.000	Misc Program Supplies	0	0	0	0	0	0
101-750-970.000	Capital Outlay	45,179	35,000	2,000	0	0	0
<i>Totals for Department 750 - Recreation</i>		<i>318,877</i>	<i>394,937</i>	<i>285,955</i>	<i>333,055</i>	<i>340,148</i>	<i>348,476</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
101-966-999.401	Transfers Out - Capital Improvement	50,000	100,000	100,000	100,000	100,000	100,000

C. General Fund

101. General Fund Expenditures

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
101-966-999.701	Transfers Out - Tax Fund	595	0	0	0	0	0
	<i>Totals for Department 966 - Transfers Out</i>	<i>50,595</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>
TOTAL APPROPRIATIONS		2,883,105	3,226,131	2,494,309	3,351,336	3,437,851	3,524,517
NET OF REVENUES/APPROPRIATIONS - FUND 101		476,611	44,964	681,665	37,891	35,857	36,461
BEGINNING FUND BALANCE		1,233,027	1,709,638	1,709,638	1,754,602	1,792,493	1,828,351
FUND BALANCE ADJUSTMENTS		0	0	0	0	0	0
ENDING FUND BALANCE		1,709,638	1,754,602	2,391,303	1,792,493	1,828,351	1,864,812

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 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
FUND 202 - MAJOR STREET FUND							
REVENUES							
202-000-579.000	Act 51 Gas Tax Funding	207,209	185,000	131,674	228,594	234,930	238,125
202-000-579.750	Extra Public Act Funding	0	0	0	0	0	0
202-000-665.000	Interest & Dividend Income	44	50	135	50	50	50
TOTAL REVENUES		207,253	185,050	131,809	228,644	234,980	238,175
APPROPRIATIONS							
Department 463 - Street Maintenance							
202-463-731.000	Operating Supplies	48	1,000	0	500	500	500
202-463-809.000	Contractual Services	0	0	0	0	0	0
202-463-810.000	Public Works Contract	16,292	27,500	8,020	30,000	32,500	35,000
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>16,340</i>	<i>28,500</i>	<i>8,020</i>	<i>30,500</i>	<i>33,000</i>	<i>35,500</i>
Department 474 - Traffic Services							
202-474-731.000	Operating Supplies	4,526	2,500	1,160	2,500	2,500	2,500
202-474-810.000	Public Works Contract	39	1,500	0	1,000	1,000	1,000
202-474-935.000	Traffic Control	3,462	6,500	1,004	40,000	5,000	5,000
<i>Totals for Department 474 - Traffic Services</i>		<i>8,027</i>	<i>10,500</i>	<i>2,164</i>	<i>43,500</i>	<i>8,500</i>	<i>8,500</i>
Department 478 - Winter Services							
202-478-731.000	Operating Supplies	9,751	12,500	10,200	12,500	12,500	12,500
202-478-810.000	Public Works Contract	32,705	25,000	30,994	32,500	32,500	32,500
<i>Totals for Department 478 - Winter Services</i>		<i>42,456</i>	<i>37,500</i>	<i>41,194</i>	<i>45,000</i>	<i>45,000</i>	<i>45,000</i>
Department 910 - Capital Assets							
202-910-970.446	Capital Outlay - Streets & Alleys	58,820	60,000	16,169	140,000	62,500	65,000
<i>Totals for Department 910 - Capital Assets</i>		<i>58,820</i>	<i>60,000</i>	<i>16,169</i>	<i>140,000</i>	<i>62,500</i>	<i>65,000</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	618	500	273	500	500	500
202-920-955.000	Miscellaneous Expenses	3,631	2,000	0	2,000	2,000	2,000
<i>Totals for Department 920 - Administration</i>		<i>15,749</i>	<i>14,000</i>	<i>11,773</i>	<i>14,000</i>	<i>14,000</i>	<i>14,000</i>
Department 966 - Transfers Out							
202-966-999.203	Transfers Out - Local Streets	45,000	45,000	45,000	0	70,479	71,438

D. Special Revenue Funds

202. Major Street Fund

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
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>0</i>	<i>70,479</i>	<i>71,438</i>
TOTAL APPROPRIATIONS		186,392	195,500	124,320	273,000	233,479	239,438
NET OF REVENUES/APPROPRIATIONS - FUND 202		20,861	(10,450)	7,489	(44,356)	1,501	(1,263)
BEGINNING FUND BALANCE		119,222	140,083	140,083	129,633	85,277	86,778
ENDING FUND BALANCE		140,083	129,633	147,572	85,277	86,778	85,515

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 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 203 - LOCAL STREET FUND							
REVENUES							
203-000-569.000	State Grants	0	0	9,497	0	0	0
203-000-574.048	METRO Act	9,292	7,500	0	7,500	7,500	7,500
203-000-579.000	Act 51 Gas Tax Funding	70,618	63,000	44,842	76,198	78,310	79,375
203-000-665.000	Interest & Dividend Income	4	40	2	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	0	70,479	71,438
TOTAL REVENUES		124,914	115,540	99,341	83,738	156,329	158,353
APPROPRIATIONS							
Department 463 - Street Maintenance							
203-463-731.000	Operating Supplies	72	500	0	500	500	500
203-463-809.000	Contractual Services	0	0	0	0	0	0
203-463-810.000	Public Works Contract	26,639	25,000	48,400	30,000	30,000	30,000
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>		<i>26,711</i>	<i>25,500</i>	<i>48,400</i>	<i>30,500</i>	<i>30,500</i>	<i>30,500</i>
Department 474 - Traffic Services							
203-474-731.000	Operating Supplies	7,303	4,000	1,740	4,000	4,000	4,000
203-474-810.000	Public Works Contract	0	1,000	0	1,000	1,000	1,000
<i>Totals for Department 474 - Traffic Services</i>		<i>7,303</i>	<i>5,000</i>	<i>1,740</i>	<i>5,000</i>	<i>5,000</i>	<i>5,000</i>
Department 478 - Winter Services							
203-478-731.000	Operating Supplies	10,037	12,500	8,455	12,500	12,500	12,500
203-478-810.000	Public Works Contract	49,057	27,500	46,490	45,000	32,500	35,000
<i>Totals for Department 478 - Winter Services</i>		<i>59,094</i>	<i>40,000</i>	<i>54,945</i>	<i>57,500</i>	<i>45,000</i>	<i>47,500</i>
Department 910 - Capital Assets							
203-910-970.446	Capital Outlay - Streets & Alleys	57,133	40,000	10,057	0	62,500	65,000
<i>Totals for Department 910 - Capital Assets</i>		<i>57,133</i>	<i>40,000</i>	<i>10,057</i>	<i>0</i>	<i>62,500</i>	<i>65,000</i>
Department 920 - Administration							
203-920-814.000	Engineering Services	420	1,000	0	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	694	300	388	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>		<i>5,014</i>	<i>6,200</i>	<i>4,288</i>	<i>6,200</i>	<i>6,200</i>	<i>6,200</i>
Department 966 - Transfers Out							

D. Special Revenue Funds

203. Local Street Fund

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
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
TOTAL APPROPRIATIONS		155,255	116,700	119,430	99,200	149,200	154,200
NET OF REVENUES/APPROPRIATIONS - FUND 203		(30,341)	(1,160)	(20,089)	(15,462)	7,129	4,153
BEGINNING FUND BALANCE		94,660	64,319	64,319	63,159	47,697	54,826
ENDING FUND BALANCE		64,319	63,159	44,230	47,697	54,826	58,978

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 FY23. The DDA will repay Fund 218 for this expense over the coming years.

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 218 - INFRASTRUCTURE IMPROVEMENTS							
ESTIMATED REVENUES							
218-000-406.000	Infrastructure Taxes	429,833	440,000	421,810	456,486	471,550	487,112
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
218-000-569.000	State Grants	9,293	0	6,706	0	0	0
218-000-573.000	Local Community Stabilization	2,144	2,000	1,770	2,000	2,000	2,000
218-000-665.000	Interest & Dividend Income	7,361	5,000	2,396	5,000	5,000	5,000
218-000-675.000	Contributions & Donations	0	0	0	0	0	0
218-000-679.000	Refunds & Rebates	2,398	0	0	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	250,000	75,000	75,000
TOTAL REVENUES		451,029	447,000	432,682	713,486	553,550	569,112
APPROPRIATIONS							
Department 905 - Long-Term Debt Retirement							
218-905-816.000	Paying Agent Fees	500	1,000	500	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	160,000	170,000	170,000	175,000	185,000	190,000
218-905-995.044	Interest: 2017 Street Bonds	78,450	73,500	73,500	68,325	62,925	57,300
<i>Totals for department 910 - Long-Term Debt Retirement</i>		<i>238,950</i>	<i>244,500</i>	<i>244,000</i>	<i>244,325</i>	<i>248,925</i>	<i>248,300</i>
Department 910 - Capital Outlay							
218-910-970.003	Capital Outlay - Facilities	0	24,000	23,865	0	0	0
218-910-970.446	Capital Outlay - Streets & Alleys	31,221	100,000	0	750,000	150,000	150,000
218-910-970.750	Capital Outlay - Recreation	92,590	0	0	0	0	0
<i>Totals for department 910 - Capital Outlay</i>		<i>123,811</i>	<i>124,000</i>	<i>23,865</i>	<i>750,000</i>	<i>150,000</i>	<i>150,000</i>
Department 920 - Service Charges							
218-920-890.000	Service Charges	1,014	0	998	1,000	1,000	1,000
<i>Totals for department 910 - Capital Outlay</i>		<i>1,014</i>	<i>0</i>	<i>998</i>	<i>1,000</i>	<i>1,000</i>	<i>1,000</i>

D. Special Revenue Funds
218. Infrastructure Improvements

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
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
218-966-999.592	Transfers Out - Water and Sewer Fund	0	0	0	50,000	0	150,000
	<i>Totals for department 966 - Transfers Out</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>50,000</i>	<i>0</i>	<i>150,000</i>
<hr/>							
TOTAL APPROPRIATIONS		363,775	368,500	268,863	1,045,325	399,925	549,300
<hr/>							
NET OF REVENUES/APPROPRIATIONS - FUND 218		87,254	78,500	163,819	(331,839)	153,625	19,812
BEGINNING FUND BALANCE		715,969	803,223	803,223	881,723	549,884	703,510
ENDING FUND BALANCE		803,223	881,723	967,042	549,884	703,510	723,322

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 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 226 - SOLID WASTE FUND							
ESTIMATED REVENUES							
226-000-403.000	Refuse Collection Taxes	245,449	249,684	240,872	260,670	269,272	278,158
226-000-531.000	Federal Grants	0	0	0	0	0	0
226-000-573.000	Local Community Stabilization	1,224	1,000	1,011	1,000	1,000	1,000
226-000-630.000	Service Charges	167,167	165,585	114,249	175,850	181,653	187,648
226-000-642.000	Sales	839	300	80	300	300	300
226-000-662.000	Utility Bill Penalties	0	2,000	2,310	2,000	2,000	2,000
226-000-665.000	Interest & Dividend Income	2	30	2	30	30	30
TOTAL REVENUES		414,681	418,599	358,524	439,850	454,255	469,136
APPROPRIATIONS							
Department 248 - General Government							
226-248-702.000	Administration Wages	33,167	35,070	29,545	39,050	40,807	42,644
226-248-704.000	Part-Time Wages	0	3,200	0	6,000	6,200	6,500
226-248-711.000	Social Security & Medicare	2,414	2,400	2,161	2,400	2,479	2,561
226-248-712.000	Medical Insurance	6,223	5,750	6,347	7,000	7,140	7,283
226-248-712.001	Medical Insurance - Employee Cont.	(642)	0	(547)	(600)	(600)	(600)
226-248-712.002	Retirement - HCSP	724	500	670	500	500	500
226-248-712.003	Medical Insurance - Retirees	883	1,000	549	1,000	1,000	1,000
226-248-712.004	Medical Insurance - Retiree Cont.	(70)	0	(70)	0	0	0
226-248-712.005	Medical Insurance - HSA	1,160	1,000	1,173	1,000	1,000	1,000
226-248-713.000	Life Insurance	301	250	315	250	250	250
226-248-714.000	Retirement - DB (Active Employees)	587	500	840	750	750	750
226-248-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
226-248-714.003	Retirement - DB (Retirees)	0	0	0	0	0	0
226-248-714.500	Retirement - DC (Active Employees)	1,129	1,100	971	1,100	1,150	1,200
226-248-715.000	Worker's Compensation	300	250	242	250	250	250
226-248-716.000	Unemployment Compensation	6	25	6	25	25	25
226-248-890.000	Service Charges	525	500	375	500	500	500
<i>Totals for department 248 - General Government</i>		<i>46,707</i>	<i>51,545</i>	<i>42,577</i>	<i>59,225</i>	<i>61,451</i>	<i>63,862</i>
Department 528 - Refuse Collection & Disposal							
226-528-805.000	Refuse Collections Contract	219,084	232,948	176,923	241,101	249,058	257,276
226-528-806.250	Special Household Waste Prog	3,387	2,500	2,167	2,500	2,500	2,500
226-528-810.000	Public Works Contract	45,507	40,000	33,799	45,000	46,500	48,000
226-528-810.001	Leaf Collection	55,688	62,500	64,848	65,000	66,500	68,000
226-528-810.100	Street Sweeping	10,630	10,000	6,950	0	0	0
226-528-827.000	Administrative Service Charge	16,175	16,401	16,401	16,942	17,501	18,079
226-528-827.200	Charges for Services - IT	8,008	8,120	8,120	8,388	8,665	8,951
<i>Totals for department 528 - Refuse Collection & Disposal</i>		<i>358,479</i>	<i>372,469</i>	<i>309,208</i>	<i>378,931</i>	<i>390,724</i>	<i>402,806</i>
TOTAL APPROPRIATIONS		405,186	424,014	351,785	438,156	452,175	466,668

D. Special Revenue Funds

226. Solid Waste Fund

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
NET OF REVENUES/APPROPRIATIONS - FUND 226		9,495	(5,415)	6,739	1,694	2,080	2,467
BEGINNING FUND BALANCE		37,003	46,498	46,498	41,083	42,777	44,857
ENDING FUND BALANCE		46,498	41,083	53,237	42,777	44,857	47,324

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 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 251 - POOL/FITNESS FACILITY							
ESTIMATED REVENUES							
251-000-408.000	Pool Operating Taxes	182,230	186,536	179,070	193,520	199,906	206,503
251-000-573.000	Local Community Stabilization	909	1,000	750	900	900	900
251-000-636.100	Pool Visitor Fees	1,614	500	271	500	500	500
251-000-636.200	Swimming Lesson Fees	5,055	4,000	1,755	4,000	4,000	4,000
251-000-636.300	Swim Team Fees	34,452	37,500	54,969	37,500	38,738	40,016
251-000-636.400	Synchronized Swimming Fees	0	0	0	0	0	0
251-000-665.000	Interest & Dividend Income	6	20	63	20	20	20
251-000-671.000	Miscellaneous Other Revenues	190	0	25	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		224,456	229,556	236,903	236,440	244,063	251,938
APPROPRIATIONS							
Department 750 - Recreation							
251-750-970.000	Capital Outlay	0	12,000	0	12,350	12,758	13,179
251-750-983.000	Leased Assets	0	0	0	0	0	0
<i>Totals for department 750 - Recreation</i>		<i>0</i>	<i>12,000</i>	<i>0</i>	<i>12,350</i>	<i>12,758</i>	<i>13,179</i>
Department 759 - Pool/Fitness Facility Operations							
251-759-702.000	Administration Wages	0	0	0	26,365	27,235	28,134
251-759-704.000	Part-Time Wages	27,370	55,000	36,889	57,750	59,656	61,624
251-759-711.000	Social Security & Medicare	1,693	5,200	2,930	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	1,405	1,050	1,499	1,400	1,400	1,400
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	6,149	8,500	6,136	8,500	8,500	8,500
251-759-731.500	Pool Chemicals	0	6,500	959	3,500	3,500	3,500
251-759-733.000	Janitorial Supplies	0	150	0	0	0	0
251-759-738.000	Licenses & Permits	156	150	296	150	150	150
251-759-803.000	Janitorial Contract	1,394	9,000	4,402	7,500	7,500	7,500
251-759-809.000	Contractual Services	0	0	0	0	0	0
251-759-827.000	Administrative Service Charge	14,230	13,669	13,992	14,120	14,586	15,067

D. Special Revenue Funds

251. Pool/Fitness Facility

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
251-759-827.200	Charges for Services - IT	2,809	2,848	2,848	2,942	3,039	3,139
251-759-851.000	Communications	0	0	0	0	0	0
251-759-880.200	Swim Team	11,164	42,500	14,041	43,500	44,936	46,418
251-759-880.300	Suits & Sweats/uniforms	2,316	0	504	1,250	1,250	1,250
251-759-880.400	Synchronized Swimming	0	250	(632)	250	250	250
251-759-890.000	Service Charges	1,259	200	721	1,000	1,000	1,000
251-759-920.000	Public Utilities	4,691	12,500	8,893	10,000	10,000	10,000
251-759-920.300	Utilities - Water	5,577	10,000	3,886	10,000	10,000	10,000
251-759-929.000	Equipment Maintenance	345	3,500	279	2,500	2,500	2,500
251-759-929.500	Pool Maintenance	18,792	12,500	24,745	15,000	15,495	16,006
251-759-931.000	Building Maintenance	15,489	12,500	650	15,000	15,495	16,006
251-759-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for dept 759 - Pool/Fitness Facility Operations</i>		<i>114,839</i>	<i>196,017</i>	<i>123,038</i>	<i>225,927</i>	<i>231,691</i>	<i>237,646</i>
TOTAL APPROPRIATIONS		114,839	208,017	123,038	238,277	244,449	250,824
NET OF REVENUES/APPROPRIATIONS - FUND 251		109,617	21,539	113,865	(1,837)	(386)	1,114
BEGINNING FUND BALANCE		45,588	155,205	155,205	176,744	174,907	174,521
ENDING FUND BALANCE		155,205	176,744	269,070	174,907	174,521	175,635

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 \$100,000 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 \$2,819,357 as of March 31, 2022. When the \$300,000 of withdrawals are included, the SCAF-PSRF has grown by 56% in the 7 years since 2015.

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

D. Special Revenue Funds

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

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	\$57,856	\$599,769
March 31, 2022	\$2,819,357	247.805	\$2,234,652	\$113,219	\$584,705

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 258 - SCAF PARKS SPECIAL REVENUE FUND							
ESTIMATED REVENUES							
258-000-665.000	Interest & Dividend Income	57,856	50,000	49,583	60,000	61,980	64,025
258-000-665.100	Investment gains and losses	533,593	0	(123,683)	0	0	0
TOTAL REVENUES		591,449	50,000	(74,100)	60,000	61,980	64,025
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
258-966-999.259	Transfers Out - SCAF-RF	0	0	0	0	0	212,257
258-966-999.401	Transfers Out - Capital Improvement	100,000	0	0	75,000	0	0
<i>Totals for department 966 - Transfers Out</i>		<i>100,000</i>	<i>0</i>	<i>0</i>	<i>75,000</i>	<i>0</i>	<i>212,257</i>
TOTAL APPROPRIATIONS		100,000	0	0	75,000	0	212,257
NET OF REVENUES/APPROPRIATIONS - FUND 258		491,449	50,000	(74,100)	(15,000)	61,980	(148,232)
BEGINNING FUND BALANCE		2,402,008	2,893,457	2,893,457	2,943,457	2,928,457	2,990,437
ENDING FUND BALANCE		2,893,457	2,943,457	2,819,357	2,928,457	2,990,437	2,842,205

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 Parks Special Revenue Fund money from Fund 258, and the park improvement millage which runs through FY24-25.

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 259 - SCAF REMAINDER FUND							
ESTIMATED REVENUES							
259-000-406.500	Parks Improvement Taxes	108,532	111,101	106,504	23,149	23,913	24,702
259-000-540.000	State Grant	0	0	0	0	0	0
259-000-573.000	Local Community Stabilization	541	500	918	500	500	500
259-000-665.000	Interest & Dividend Income	5,947	1,000	2,772	1,000	1,000	1,000
259-000-665.100	Investment gains and losses	0	0	0	0	0	0
259-000-665.260	Interest Income - DDA	0	0	0	0	0	0
259-000-699.101	Transfers In - General Fund	0	0	0	0	0	0
259-000-699.218	Transfers In - Infrastructure	0	0	0	0	0	0
259-000-699.258	Transfers In - SCAF-PSRF	0	0	0	0	0	212,257
TOTAL REVENUES		115,020	112,601	110,194	24,649	25,413	238,459
APPROPRIATIONS							
Department 248 - General Government							
259-248-890.000	Service Charges	227	200	230	200	200	200
<i>Totals for department 248 - General Government</i>		<i>227</i>	<i>200</i>	<i>230</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		227	200	230	200	200	200
NET OF REVENUES/APPROPRIATIONS - FUND 259		114,793	112,401	109,964	24,449	25,213	238,259
BEGINNING FUND BALANCE		727,937	842,730	842,730	955,131	979,580	1,004,793
FUND BALANCE ADJUSTMENTS							
ENDING FUND BALANCE		842,730	955,131	952,694	979,580	1,004,793	1,243,052

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 FY23 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 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 260 - DOWNTOWN DEVELOPMENT AUTHORITY							
ESTIMATED REVENUES							
260-000-405.000	T.I.F.A. Taxes	100,788	105,448	94,893	103,445	106,858	110,385
260-000-410.500	Delinquent Tax Collection	779	100	153	100	100	103
260-000-540.000	State Grant	0	0	0	0	0	0
260-000-573.000	Local Community Stabilization	3,474	2,500	3,909	2,500	2,500	2,583
260-000-665.000	Interest & Dividend Income	110	25	336	25	25	26
260-000-671.000	Miscellaneous Other Revenues	0	250	0	250	250	250
260-000-675.000	Contributions & Donations	28,481	0	0	0	0	0
TOTAL REVENUES		133,632	108,323	99,291	106,320	109,733	113,346
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	0	0	0	0	0
260-730-809.000	Contractual Services	71,170	75,000	56,882	35,000	20,000	20,000
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	0	1,000	0	1,000	1,000	1,000
260-730-890.000	Service Charges	1,379	500	513	500	500	500
260-730-955.000	Miscellaneous Expenses	0	50	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	0	0	0	0	0	0
260-730-955.500	Development Grant	0	500	0	500	500	500
260-730-970.000	Capital Outlay	0	0	0	0	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	250,000	75,000	75,000
<i>Totals for department 730 - Development Activities</i>		<i>86,749</i>	<i>91,250</i>	<i>71,595</i>	<i>301,250</i>	<i>111,250</i>	<i>111,250</i>
TOTAL APPROPRIATIONS		86,749	91,250	71,595	301,250	111,250	111,250
NET OF REVENUES/APPROPRIATIONS - FUND 260		46,883	17,073	27,696	(194,930)	(1,517)	2,096
BEGINNING FUND BALANCE		188,367	235,250	235,250	252,323	57,393	55,876
ENDING FUND BALANCE		235,250	252,323	262,946	57,393	55,876	57,972

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 0.3380 mill property tax approved by the voters in 2019 for tax years 2020-21 through 2024-25.

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 271 - LIBRARY FUND							
ESTIMATED REVENUES							
271-000-407.000	Library Taxes	57,989	59,355	56,896	60,654	62,656	64,724
271-000-573.000	Local Community Stabilization	289	0	239	0	0	0
271-000-665.000	Interest & Dividend Income	1	20	1	20	20	20
TOTAL REVENUES		58,279	59,375	57,136	60,674	62,676	64,744
APPROPRIATIONS							
Department 299 - Library							
271-299-800.000	Library Services Contract	43,640	44,008	45,080	47,334	48,896	50,510
271-299-827.000	Administrative Service Charge	13,911	14,106	14,106	14,000	14,462	14,939
271-299-890.000	Service Charges	212	175	128	175	175	175
<i>Totals for department 299 - Library</i>		<i>57,763</i>	<i>58,289</i>	<i>59,314</i>	<i>61,509</i>	<i>63,533</i>	<i>65,624</i>
TOTAL APPROPRIATIONS		57,763	58,289	59,314	61,509	63,533	65,624
NET OF REVENUES/APPROPRIATIONS - FUND 271		516	1,086	(2,178)	(835)	(857)	(880)
BEGINNING FUND BALANCE		10,908	11,424	11,424	12,510	11,675	10,818
ENDING FUND BALANCE		11,424	12,510	9,246	11,675	10,818	9,938

D. Special Revenue Funds

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 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 297 - HISTORICAL FUND							
ESTIMATED REVENUES							
297-000-642.000	Sales	560	250	160	250	250	250
297-000-651.000	Use & Admission Fees	0	5,000	3,315	3,000	3,000	3,000
297-000-654.000	Ticket Sales & Field Trips	320	0	0	0	0	0
297-000-665.000	Interest & Dividend Income	1	10	0	10	10	10
297-000-675.000	Contributions & Donations	0	350	900	350	350	350
TOTAL REVENUES		881	5,610	4,375	3,610	3,610	3,610
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	161	5,000	5,295	3,000	3,000	3,000
297-803-740.200	Sales Tax Expense	0	30	0	0	0	0
297-803-827.000	Administrative Service Charge	0	0	0	0	0	0
297-803-890.000	Service Charges	109	100	57	100	100	100
297-803-931.000	Building Maintenance	0	650	1,549	650	650	650
297-803-955.000	Miscellaneous Expenses	50	500	0	200	200	200
297-803-970.000	Capital Outlay	0	0	0	0	0	0
<i>Totals for department 803 - Historic Activities</i>		<i>320</i>	<i>6,280</i>	<i>6,901</i>	<i>3,950</i>	<i>3,950</i>	<i>3,950</i>
TOTAL APPROPRIATIONS		320	6,280	6,901	3,950	3,950	3,950
NET OF REVENUES/APPROPRIATIONS - FUND 297		561	(670)	(2,526)	(340)	(340)	(340)
BEGINNING FUND BALANCE		14,093	14,654	14,654	13,984	13,644	13,304
ENDING FUND BALANCE		14,654	13,984	12,128	13,644	13,304	12,964

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 FY29.

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 301 - Debt Service (Voted Bonds)							
ESTIMATED REVENUES							
301-000-404.000	Debt Service Property Taxes	195,070	192,644	184,543	190,820	197,117	203,622
301-000-573.000	Local Community Stabilization	1,102	0	934	900	900	900
301-000-665.000	Interest & Dividend Income	0	0	0	0	0	0
TOTAL REVENUES		196,172	192,644	185,477	191,720	198,017	204,522
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	150,000	150,000	150,000	150,000	175,000
301-905-995.047	Interest: Community Center Debt	56,900	51,587	51,588	45,212	38,837	32,462
<i>Totals for department 905 - Long-Term Debt Retirement</i>		<i>182,900</i>	<i>203,837</i>	<i>202,588</i>	<i>197,462</i>	<i>191,087</i>	<i>209,712</i>
TOTAL APPROPRIATIONS		182,900	203,837	202,588	197,462	191,087	209,712
NET OF REVENUES/APPROPRIATIONS - FUND 301		13,272	(11,193)	(17,111)	(5,742)	6,930	(5,190)
BEGINNING FUND BALANCE		17,274	30,546	30,546	19,353	13,611	20,542
ENDING FUND BALANCE		30,546	19,353	13,435	13,611	20,542	15,352

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.

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 401 - Capital Improvement Fund							
ESTIMATED REVENUES							
401-000-665.000	Interest & Dividend Income	990	0	187	0	0	0
401-000-675.000	Contributions & Donations	0	0	25,695	0	0	0
401-000-699.101	Transfers In - General Fund	50,000	100,000	100,000	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	0	0	75,000	0	0
TOTAL REVENUES		150,990	100,000	125,882	175,000	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	0	0	506	75,000	15,000	15,000
401-910-970.300	Capital Outlay - Police	30,989	55,000	188	0	60,000	0
401-910-970.446	Capital Outlay - Streets & Alleys	0	0	0	0	0	0
401-910-970.750	Capital Outlay - Recreation	134,923	70,000	66,477	40,000	40,000	40,000
	<i>Totals for department 910 - Capital Assets</i>	<i>165,912</i>	<i>125,000</i>	<i>67,171</i>	<i>115,000</i>	<i>115,000</i>	<i>55,000</i>
Department 910 - Capital Assets							
401-920-890.000	Service Charges	764	100	426	100	100	100
	<i>Totals for department 910 - Capital Assets</i>	<i>764</i>	<i>100</i>	<i>426</i>	<i>100</i>	<i>100</i>	<i>100</i>
TOTAL APPROPRIATIONS		166,676	125,100	67,597	115,100	115,100	55,100
NET OF REVENUES/APPROPRIATIONS - FUND 401		(15,686)	(25,100)	58,285	59,900	(15,100)	44,900
BEGINNING FUND BALANCE		218,990	203,304	203,304	178,204	238,104	223,004
ENDING FUND BALANCE		203,304	178,204	261,589	238,104	223,004	267,904

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 FY23 budget includes capital outlay for a full water main and lead service line replacement on Kensington. 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 75% 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 20-30 years.

The water rate has been adjusted this year to reflect the passage of the water infrastructure millage and the subsequent rate structure recommended by the Water Infrastructure Funding Citizens Advisory Committee (CAC). The rate structure uses three methods in equal 1/3 shares to raise funding for water infrastructure projects: the millage, flat ready-to-serve charges, and a frontage-foot charge that is based on the width of each property.

The FY23 budget also includes moderately increased maintenance and operation costs as the City is transitioning from Royal Oak to the Oakland County Water Resources Commissioner for water and sewer maintenance. The State also has new operating requirements which will create some minor additional costs.

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 05/01/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 592 - WATER AND SEWER FUND							
ESTIMATED REVENUES							
592-000-401.600	Water Infrastructure Taxes	0	0	0	304,833	314,892	325,284
592-000-531.000	Federal Grants	0	245,000	127,422	650,000	0	0
592-000-642.000	Sales	1,126,160	1,350,000	1,065,763	1,443,528	1,491,164	1,540,373
592-000-645.000	Storm Water Runoff Fees	363,273	379,950	252,000	395,365	403,272	411,338
592-000-650.000	IWC Charges	4,703	4,500	3,919	4,500	4,500	4,500
592-000-662.000	Utility Bill Penalties	216	10,000	22,157	12,500	12,500	12,500
592-000-665.000	Interest & Dividend Income	9,610	7,500	2,367	7,500	7,500	7,500
592-000-671.000	Miscellaneous Other Revenues	0	0	0	0	0	0
592-000-678.000	Res. Sewer Lead Reimbursement	0	0	0	0	0	0
592-000-679.000	Refunds & Rebates	0	0	0	0	0	0
592-000-699.218	Transfers In - Infrastructure	0	0	0	50,000	0	150,000
TOTAL REVENUES		1,503,962	1,996,950	1,473,628	2,868,226	2,233,829	2,451,494

APPROPRIATIONS

Department 536 - Water & Sewer Systems

592-536-702.000	Administration Wages	43,811	45,900	38,823	51,495	53,812	56,234
592-536-704.000	Part-Time Wages	0	7,500	0	12,000	13,000	14,000
592-536-711.000	Social Security & Medicare	3,143	3,600	2,798	3,600	3,600	3,600
592-536-712.000	Medical Insurance	10,989	8,200	11,031	12,000	12,396	12,805

E. Enterprise Funds
592. Water and Sewer Fund

592-536-712.001	Medical Insurance - Employee Cont.	(1,126)	0	(952)	0	0	0
592-536-712.002	Retirement - HCSP	724	500	670	500	500	500
592-536-712.003	Medical Insurance - Retirees	2,061	800	1,267	2,150	2,221	2,294
592-536-712.004	Medical Insurance - Retiree Cont.	(163)	0	(163)	0	0	0
592-536-712.005	Medical Insurance - HSA	1,740	500	1,753	1,800	1,850	1,900
592-536-713.000	Life Insurance	401	150	381	150	150	150
592-536-714.000	Retirement - DB (Active Employees)	587	0	840	600	600	600
592-536-714.001	Retirement - Employee Contribution	0	0	0	0	0	0
592-536-714.003	Retirement - DB (Retirees)	4,538	18,000	5,012	4,750	4,907	5,069
592-536-714.500	Retirement - DC (Active Employees)	2,599	2,450	2,302	2,750	2,841	2,934
592-536-715.000	Worker's Compensation	300	225	320	300	300	300
592-536-716.000	Unemployment Compensation	4	20	5	20	20	20
592-536-728.000	Postage	2,942	3,000	1,573	3,000	3,000	3,000
592-536-731.000	Operating Supplies	0	0	958	0	0	0
592-536-736.000	Computer Supplies	0	0	0	0	0	0
592-536-809.000	Contractual Services	14,196	15,000	20,496	17,500	17,500	17,500
592-536-810.000	Public Works Contract	32,355	40,000	123,422	100,000	100,000	100,000
592-536-814.000	Engineering Services	10,834	70,000	40,439	75,000	75,000	75,000
592-536-818.000	Water Purchases	198,061	227,366	135,643	206,500	211,663	216,954
592-536-819.000	Sewage Treatment	259,803	232,000	173,232	240,320	245,126	250,029
592-536-819.500	Storm Water Treatment	394,687	379,950	284,891	395,365	403,272	411,338
592-536-820.000	IWC Charges	3,156	6,200	2,453	6,200	6,200	6,200
592-536-827.000	Administrative Service Charge	31,534	31,849	31,849	32,900	33,986	35,107
592-536-827.200	Charges for Services - IT	16,847	17,083	17,083	17,647	18,229	18,831
592-536-861.000	Mileage Allowance	0	0	167	175	175	175
592-536-890.000	Service Charges	1,515	2,000	1,461	2,000	2,000	2,000
592-536-906.000	Printing Water Bills	884	3,900	907	2,000	2,000	2,000
592-536-910.000	Insurance & Bonds	20,000	20,000	20,000	20,000	20,000	20,000
592-536-929.000	Equipment Maintenance	0	2,000	0	2,000	2,000	2,000
592-536-937.000	Water Meter Maintenance	198,634	60,000	60,770	12,500	10,000	10,000
592-536-939.000	Sewer Maintenance	59,587	20,000	9,755	40,000	40,000	40,000
592-536-955.000	Miscellaneous Expenses	16	1,000	2,800	1,000	1,000	1,000
592-536-956.000	Conferences and Workshops	0	350	1,183	350	350	350
592-536-958.000	Memberships and Dues	1,500	2,000	1,600	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	257,305	100,000	136,348	1,550,000	0	1,650,000
592-536-970.594	Capital Outlay - Sewer Projects	141,387	120,000	80,269	150,000	150,000	150,000
592-536-991.000	Principal: GWK Drain Debt	0	101,000	110,323	101,000	101,000	101,000
592-536-995.000	Interest: GWK Drain Debt	9,156	9,750	7,362	9,750	9,750	9,750
592-536-996.001	Paying Agent Fees	0	250	0	250	250	250
<i>Totals for department 536 - Water & Sewer Systems</i>		<i>1,724,007</i>	<i>1,554,543</i>	<i>1,329,071</i>	<i>3,081,572</i>	<i>1,552,698</i>	<i>3,226,890</i>
TOTAL APPROPRIATIONS		1,724,007	1,554,543	1,329,071	3,081,572	1,552,698	3,226,890
NET OF REVENUES/APPROPRIATIONS - FUND 592		(220,045)	442,407	144,557	(213,346)	681,131	(775,396)
BEGINNING FUND BALANCE		1,139,325	919,280	919,280	1,361,687	1,148,341	1,829,472
ENDING FUND BALANCE		919,280	1,361,687	1,063,837	1,148,341	1,829,472	1,054,076

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 FY18 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 \$1,443,135 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 ($\$1,536,000/4 = \$384,000$); 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 \$900,000 annually)

The target minimum fund balance is therefore $\$384,000 + \$111,000 + \$48,135 + \$900,000 = \$1,443,135$.

The average projected end of year fund balance for FY23-25 is \$1,343,963. This is somewhat below our target amount due to the large annual cost for capital projects but is still a reasonable capital reserve to address any emergency spending needs that the city may encounter.



City of Pleasant Ridge

From: Jim Breuckman, City Manager
 To: City Commission
 Date: May 5, 2022
 Re: Fiscal Year 2023 Utility Rates

Overview

Following are the proposed utility rates for FY23, including the water and sewer usage rate, ready-to-serve charge, infrastructure charge (per front foot), storm water runoff treatment charge, and garbage pick-up fee.

The average Pleasant Ridge utility customer will see a 7.4% decrease in their total annual utility bill. The cost decrease is due to moving some infrastructure costs for the State mandated lead service lines replacement and water main replacement project from water rates to a new infrastructure millage.

- For more information about the upcoming water infrastructure project, refer to the information online at: www.cityofpleasantridge.org/departments/water-and-sewer/
- For more information about how the water infrastructure project will be funded, refer to the [Water Infrastructure Citizens Advisory Committee final report](#) and supplemental information considered by the CAC available online at: www.cityofpleasantridge.org/CAC

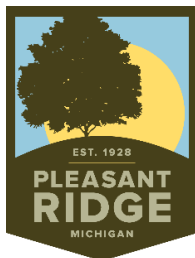
Proposed Rates

The proposed rate structure is as follows:

Ready-to-Serve Charge per bill (6 bills) (residential):	\$44.07
Ready-to Serve Charge per bill (6 bills) (nonresidential):	
5/8 inch meter	\$44.07
3/4 inch meter	\$61.15
1 inch meter	\$89.37
1 ½ inch meter	\$112.88
2 inch meter	\$126.98
3 inch meter	\$169.32
Infrastructure Charge (per foot of street frontage, per bill):	\$0.77
Water charge per 1,000 cubic feet of water:	\$40.99
Sewage disposal charge per 1,000 cubic feet of water:	\$40.51
Garbage Collection Charge per bill (6 bills):	\$25.49
Stormwater Charge per equivalent residential unit per bill (6 bills):	\$52.40

Requested Action

Approval of the resolution setting utility rates for FY23 starting July 1, 2022.



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

RESOLUTION

Adopting FY23 Utility Bill Rates

WHEREAS, Section 74-255 of the Pleasant Ridge City Code provides that the City Commission shall by resolution establish a consumption rate and a ready-to-serve charge for water and sewer services, and Section 70-262 of the Pleasant Ridge City Code provides that the City Commission shall by resolution establish a storm water service charge.

BE IT RESOLVED, that effective for the period beginning July 1, 2022 the rates to be charged for each premise having a connection to the city water distribution and sewer system shall be:

Ready-to-Serve Charge per bill (6 bills) (residential):	\$44.07
Ready-to Serve Charge per bill (6 bills) (nonresidential):	
5/8 inch meter	\$44.07
3/4 inch meter	\$61.15
1 inch meter	\$89.37
1 ½ inch meter	\$112.88
2 inch meter	\$126.98
3 inch meter	\$169.32
Infrastructure Charge (per foot of street frontage, per bill)	\$0.77
Water charge per 1,000 cubic feet of water:	\$40.99
Sewage disposal charge per 1,000 cubic feet of water:	\$40.51
Garbage collection charge (6 bills)	\$25.49
Storm water charge per equivalent residential unit (6 bills)	\$52.40

I, Amy M. Allison, do hereby attest that the foregoing is a true and accurate copy of a Resolution adopted by the Pleasant Ridge City Commission at its meeting held Tuesday, May 10, 2022.

Amy M. Allison, City Clerk



April 27, 2022

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

Re: George W. Kuhn Drain Drainage District 2022-23 Rate Change

Dear Mr. Breuckman:

I have enclosed the Schedule of Rates and Charges for each community served by the George W. Kuhn Drain Drainage District. These rates and charges were approved at the April 26, 2022 Board meeting.

The combined sewage and stormwater charges will result in an overall 4.1 percent increase from the previous year. Please review the enclosed documents for details. I've also included related documents which provide a thorough overview of what was presented at the Drain Board meeting.

As with previous years, we will continue our practice of following the rate share calculation based on a five-year average of water volume to determine each community's monthly sewer charge. The stormwater charge continues to be based on the apportionment percentages previously adopted by the Board.

If you have any questions or would like additional detailed information, please contact Raphael Chirolla via email at Chirollar@oakgov.com.

Sincerely,

Jim Nash

Enclosures



Great Lakes Water Authority
Approved FY 2023 Sewage Disposal System Service Charges and Allocated Revenue Requirements
Effective Date: July 1, 2022

Line No.		Fixed Monthly Charge \$/mo	Projected Revenue from Charges \$
Suburban Wholesale			
1	OMID	6,057,000	72,684,000
2	Rouge Valley	4,753,300	57,039,600
3	Oakland GWK	3,941,500	47,298,000
4	Evergreen Farmington	3,076,100	36,913,200
5	SE Macomb San Dist	2,130,600	25,567,200
6	Dearborn	1,725,100	20,701,200
7	Grosse Pointe Farms	233,600	2,803,200
8	Grosse Pointe Park	161,900	1,942,800
9	Melvindale	133,700	1,604,400
10	Farmington	101,900	1,222,800
11	Center Line	88,600	1,063,200
12	Allen Park	72,100	865,200
13	Highland Park	460,700	5,528,400
14	Hamtramck	343,500	4,122,000
15	Grosse Pointe	76,500	918,000
16	Harper Woods	18,500	222,000
17	Redford Township	23,000	276,000
18	Wayne County #3	4,400	52,800
19	Subtotal "Regional Wholesale Revenues from Charges"		280,824,000
20	Industrial Specific Revenues		13,370,800
21	Subtotal "Regional Wholesale Revenues from Charges"		294,194,800
22	less: Highland Park Bad Debt		(5,420,500)
23	Total "Regional Wholesale Revenues" (a)		288,774,300
<i>* Wholesale charges will be effective July 1, 2022</i>			
Detroit Customer Class - \$			
24	Wholesale Revenue Requirement (c)		196,558,200
25	less: Ownership Benefit per Lease		(5,516,000)
26	Net Wholesale Revenue Requirement		191,042,200
27	Indirect Retail Revenue Requirements (d)		39,357,300
28	less: Use of Lease Payment for Debt Service		0
29	Net Indirect Retail Revenue Requirements (d)		39,357,300
30	Subtotal Subject to GLWA Board Approval (26) + (29)		230,399,500
31	Direct Retail Revenue Requirements (e)		64,750,500
32	Total Local System Revenue Requirement (29) + (31)		104,107,800
33	Total Requirement from Detroit Customer Class (a)		295,150,000
(a)	Agrees with "GLWA Budget Schedule 3"		
(b)	Reserved		
(c)	Wholesale revenue requirements for the Detroit Customer Class.		
(d)	Local System revenue requirements related to Master Bond Ordinance (local debt service, etc.)		
(e)	Local System operating expenses (net of shared services reimbursement) and I&E deposit . Not Subject to GLWA Board approval.		
(d)&(e)	Local System information provided from Detroit Water & Sewerage Department as of January 19, 2022.		

Great Lakes Water Authority
Approved FY 2023 Sewage Disposal System
Industrial Specific Retail Charges
Effective Date: July 1, 2022

Industrial Waste Control Charges		
Meter Size	Full Charge	Admin Only Charge
<i>inches</i>	<i>\$/mo</i>	<i>\$/mo</i>
5/8	3.58	0.90
3/4	5.37	1.34
1	8.95	2.24
1-1/2	19.69	4.92
2	28.64	7.16
3	51.91	12.98
4	71.60	17.90
6	107.40	26.85
8	179.00	44.75
10	250.60	62.65
12	286.40	71.60
14	358.00	89.50
16	429.60	107.40
18	501.20	125.30
20	572.80	143.20
24	644.40	161.10
30	716.00	179.00
36	787.60	196.90
48	859.20	214.80

Pollutant Surcharges	
Pollutant	Charge
	<i>\$/lb</i>
BIOCHEMICAL OXYGEN DEMAND (BOD) for concentrations > 275 mg/l	0.351
TOTAL SUSPENDED SOLIDS (TSS) for concentrations > 350 mg/l	0.482
PHOSPHORUS (P) for concentrations > 12 mg/l	6.448
FATS, OIL AND GREASE (FOG) for concentrations > 100 mg/l	0.112
SEPTAGE DISPOSAL FEE Per 500 gallons of disposal	36.00

George W. Kuhn Sewage and Twelve Towns
58510 and 58530
Financial Summary

	2021 Actual	2022 Budget	2023 Forecast	Inc / (Dec)	% Variance
<u>Operating Revenues</u>					
Operating Rate Revenue	\$ 24,156,140.30	\$ 23,341,970.00	\$ 24,362,050.00	\$ 1,020,080.00	4.4%
Operating Non-Rate Revenue	4,785,570.03	139,110.00	129,750.00	(9,360.00)	-6.7%
Operating Revenues	<u>\$ 28,941,710.33</u>	<u>\$ 23,481,080.00</u>	<u>\$ 24,491,800.00</u>	<u>\$ 1,010,720.00</u>	<u>4.3%</u>
<u>Operating Expenses</u>					
Sewage Treatment	\$ 21,889,821.00	\$ 21,355,800.00	\$ 22,277,360.00	\$ 921,560.00	4.3%
Sewer System Maintenance	237,991.56	288,540.00	257,690.00	(30,850.00)	-10.7%
Sewer System Engineering	100,387.82	79,190.00	108,350.00	29,160.00	36.8%
Water Purchases	-	-	-	-	
Water Maintenance Unit	-	-	-	-	
Water Systems Engineering	-	-	-	-	
Septage Unloading Facility	-	-	-	-	
Pump Maintenance Unit	15,569.26	14,120.00	14,800.00	680.00	4.8%
Systems Control Unit	189,189.66	167,590.00	191,920.00	24,330.00	14.5%
Plan Review and Permitting	106,423.72	80,620.00	95,460.00	14,840.00	18.4%
Inspection	6,660.68	9,820.00	8,960.00	(860.00)	-8.8%
IPP	-	-	-	-	
Laboratory	-	-	-	-	
Mapping Unit	15,336.67	13,690.00	15,090.00	1,400.00	10.2%
Miss Dig	1,765.35	2,390.00	2,320.00	(70.00)	-2.9%
Billing Services Unit	-	-	-	-	
General and Administrative	1,440,514.80	1,469,320.00	1,519,850.00	50,530.00	3.4%
Total Operating Expenses	<u>24,003,660.52</u>	<u>23,481,080.00</u>	<u>24,491,800.00</u>	<u>1,010,720.00</u>	<u>4.3%</u>
Net Income	<u>\$ 4,938,049.81</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
Depreciation	(53,144.98)	(42,990.00)	(53,150.00)	(10,160.00)	23.6%
<u>Reserves</u>					
Non-Operating Revenue	\$ 500,000.07	\$ 500,000.00	\$ 500,000.00	\$ -	0.0%
Non-Operating Expense	-	-	-	-	
Major Maintenance Reserve Revenue	689,590.74	689,590.00	710,280.00	20,690.00	3.0%
Major Maintenance Reserve Expense	(427,050.63)	(1,273,310.00)	(1,190,260.00)	83,050.00	-6.5%
Emergency Reserve Revenue	99,999.93	100,000.00	100,000.00	-	0.0%
Emergency Reserve Expense	-	-	-	-	
Capital Reserve Revenue	1,350,000.81	1,350,000.00	1,390,500.00	40,500.00	3.0%
Capital Reserve Expense	(98,820.13)	(1,130,000.00)	(1,060,000.00)	70,000.00	-6.2%
Change in Net Assets	<u>\$ 6,998,625.62</u>	<u>\$ 193,290.00</u>	<u>\$ 397,370.00</u>	<u>\$ 204,080.00</u>	<u>105.6%</u>
<u>Rate Revenue</u>					
Revenue Requirements:					
Operating Expense	\$ 24,003,660.52	\$ 23,481,080.00	\$ 24,491,800.00	\$ 1,010,720.00	4.3%
Non-Operating	500,000.07	500,000.00	500,000.00	-	0.0%
Major Maintenance	689,590.74	689,590.00	710,280.00	20,690.00	3.0%
Emergency Maintenance	99,999.93	100,000.00	100,000.00	-	0.0%
Capital	1,350,000.81	1,350,000.00	1,390,500.00	40,500.00	3.0%
Total Revenue Requirements	<u>\$ 26,643,252.07</u>	<u>\$ 26,120,670.00</u>	<u>\$ 27,192,580.00</u>	<u>\$ 1,071,910.00</u>	<u>4.1%</u>
Non-Rate Revenue	<u>\$ (4,785,570.03)</u>	<u>\$ (139,110.00)</u>	<u>\$ (129,750.00)</u>	<u>\$ 9,360.00</u>	<u>-6.7%</u>
Rate Required Revenue	<u>\$ 21,857,682.04</u>	<u>\$ 25,981,560.00</u>	<u>\$ 27,062,830.00</u>	<u>\$ 1,081,270.00</u>	<u>4.2%</u>

George W. Kuhn Pollution Control

58520

Financial Summary

	2021 Actual	2022 Budget	2023 Forecast	Inc / (Dec)	% Variance
<u>Operating Revenues</u>					
Operating Rate Revenue	\$ 26,682,175.05	\$ 27,479,020.00	\$ 28,612,160.00	\$ 1,133,140.00	4.1%
Operating Non-Rate Revenue	260,621.81	647,340.00	533,030.00	(114,310.00)	-17.7%
Operating Revenues	\$ 26,942,796.86	\$ 28,126,360.00	\$ 29,145,190.00	\$ 1,018,830.00	3.6%
<u>Operating Expenses</u>					
Sewage Treatment	\$ 28,540,528.87	\$ 24,558,040.00	\$ 25,109,380.00	\$ 551,340.00	2.2%
Sewer System Maintenance	338,972.10	341,180.00	322,690.00	(18,490.00)	-5.4%
Sewer System Engineering	734,156.57	311,760.00	768,020.00	456,260.00	146.3%
Water Purchases	-	-	-	-	
Water Maintenance Unit	-	-	-	-	
Water Systems Engineering	-	-	-	-	
Septage Unloading Facility	-	-	-	-	
Pump Maintenance Unit	1,588,366.93	1,637,360.00	1,643,160.00	5,800.00	0.4%
Systems Control Unit	62,578.63	107,990.00	65,140.00	(42,850.00)	-39.7%
Plan Review and Permitting	-	-	-	-	
Inspection	-	-	-	-	
IPP	-	-	-	-	
Laboratory	10,481.61	13,310.00	10,880.00	(2,430.00)	-18.3%
Mapping Unit	3,996.28	810.00	1,950.00	1,140.00	140.7%
Miss Dig	-	-	-	-	
Billing Services Unit	-	-	-	-	
General and Administrative	1,115,580.62	1,155,910.00	1,223,970.00	68,060.00	5.9%
Total Operating Expenses	32,394,661.61	28,126,360.00	29,145,190.00	1,018,830.00	3.6%
Net Income	\$ (5,451,864.75)	\$ -	\$ -	\$ -	
Depreciation	(69,553.46)	(67,730.00)	(66,980.00)	750.00	-1.1%
<u>Reserves</u>					
Non-Operating Revenue	\$ 536,531.84	\$ -	\$ -	\$ -	
Non-Operating Expense	(68,932.38)	-	-	-	
Major Maintenance Reserve Revenue	308,999.76	309,000.00	318,270.00	9,270.00	3.0%
Major Maintenance Reserve Expense	(302,620.96)	(431,020.00)	(744,520.00)	(313,500.00)	72.7%
Emergency Reserve Revenue	50,000.52	50,000.00	50,000.00	-	0.0%
Emergency Reserve Expense	-	-	-	-	
Capital Reserve Revenue	530,450.34	530,450.00	546,360.00	15,910.00	3.0%
Capital Reserve Expense	(1,166,448.00)	(982,000.00)	(1,135,000.00)	(153,000.00)	15.6%
Change in Net Assets	\$ (5,633,437.09)	\$ (591,300.00)	\$ (1,031,870.00)	\$ (440,570.00)	74.5%
<u>Rate Revenue</u>					
Revenue Requirements:					
Operating Expense	\$ 32,394,661.61	\$ 28,126,360.00	\$ 29,145,190.00	\$ 1,018,830.00	3.6%
Non-Operating	536,531.84	-	-	-	
Major Maintenance	308,999.76	309,000.00	318,270.00	9,270.00	3.0%
Emergency Maintenance	50,000.52	50,000.00	50,000.00	-	0.0%
Capital	530,450.34	530,450.00	546,360.00	15,910.00	3.0%
Total Revenue Requirements	\$ 33,820,644.07	\$ 29,015,810.00	\$ 30,059,820.00	\$ 1,044,010.00	3.6%
Non-Rate Revenue	\$ (797,153.65)	\$ (647,340.00)	\$ (533,030.00)	\$ 114,310.00	-17.7%
Rate Required Revenue	\$ 33,023,490.42	\$ 28,368,470.00	\$ 29,526,790.00	\$ 1,158,320.00	4.1%

George W. Kuhn Drainage District, Effective July 1, 2022**Monthly Charge Breakdown****SEWAGE CHARGE**

Flat Rate Sewage Charge	Effective July 1, 2022
	<u>Annual Charge</u>
GLWA Purchased Expense	\$ 22,277,360.00
OCWRC Operating Expense	2,214,440.00
Non-Operating	500,000.00
Major Maintenance Reserve	710,280.00
Emergency Maintenance Reserve	100,000.00
Capital Improvement Reserve	1,390,500.00
Less: Misc. Revenue	(129,750.00)
Total:	\$ 27,062,830.00

	Effective July 1, 2022	Effective July 1, 2022
	<u>Annual Charge</u>	<u>Monthly Charge</u>
City of Berkley	\$ 1,117,152	\$ 93,095.99
Village of Beverly Hills	74,152	6,179.34
City of Birmingham	828,393	69,032.75
City of Clawson	821,628	68,469.00
City of Ferndale	1,529,050	127,420.84
City of Hazel Park	1,103,352	91,946.00
City of Huntington Woods	511,487	42,623.92
City of Madison Heights	2,499,523	208,293.59
City of Oak Park	2,067,059	172,254.92
City of Pleasant Ridge	240,318	20,026.50
City of Royal Oak	5,111,087	425,923.92
Royal Oak Twp	245,730	20,477.51
City of Southfield	1,757,461	146,455.09
City of Troy	8,821,399	735,116.57
Detroit Zoological Park	296,880	24,740.00
County of Oakland	-	-
Rackham Golf Course	38,159	3,179.92
State Of Michigan	-	-
Total	\$ 27,062,830	\$ 2,255,235.86

George W. Kuhn Drainage District, Effective July 1, 2022

Monthly Charge Breakdown

STORM CHARGE

Flat Rate Storm Charge	Effective July 1, 2022 Annual Charge
GLWA Purchased Expense	\$ 25,109,380.00
OCWRC Operating Expense	4,035,810.00
Non-Operating	-
Major Maintenance	318,270.00
Emergency Maintenance	50,000.00
Capital Improvement	546,360.00
Less: Interest Income	(533,030.00)
Total:	\$ 29,526,790.00

	Effective July, 1 2022 Annual Charge	Effective July 1, 2022 Monthly Charge
City of Berkley	\$ 1,916,141	\$ 159,678.43
Village of Beverly Hills	247,110	20,592.50
City of Birmingham	1,442,000	120,166.67
City of Clawson	1,749,816	145,818.01
City of Ferndale	3,037,864	253,155.33
City of Hazel Park	665,948	55,495.67
City of Huntington Woods	728,454	60,704.50
City of Madison Heights	1,931,348	160,945.65
City of Oak Park	4,026,953	335,579.42
City of Pleasant Ridge	395,365	32,947.09
City of Royal Oak	8,770,283	730,856.92
Royal Oak Twp	377,205	31,433.75
City of Southfield	2,278,168	189,847.34
City of Troy	732,234	61,019.49
Detroit Zoological Park	99,328	8,277.34
County of Oakland	450,992	37,582.67
Rackham Golf Course	56,484	4,707.00
State Of Michigan	621,097	51,758.09
Total	\$ 29,526,790	\$ 2,460,565.87

George W. Kuhn Drainage District, Effective July 1, 2022

Share & Monthly Charge Comparison

SEWAGE CHARGE

	FY 2021-22 (July - June)		FY 2022-23 (July - June)		% Change Mthly Charge
	Share % of System	Monthly Charge	Share % of System	Monthly Charge	
City of Berkley	4.164%	\$ 90,156.09	4.128%	\$ 93,095.99	3.3%
Village of Beverly Hills	0.273%	5,910.84	0.274%	6,179.34	4.5%
City of Birmingham	3.042%	65,863.17	3.061%	69,032.75	4.8%
City of Clawson	3.039%	65,798.42	3.036%	68,469.00	4.1%
City of Ferndale	5.536%	119,861.58	5.650%	127,420.84	6.3%
City of Hazel Park	4.067%	88,055.92	4.077%	91,946.00	4.4%
City of Huntington Woods	1.878%	40,661.16	1.890%	42,623.92	4.8%
City of Madison Heights	9.678%	209,541.33	9.236%	208,293.59	-0.6%
City of Oak Park	7.705%	166,823.25	7.638%	172,254.92	3.3%
City of Pleasant Ridge	0.889%	19,248.00	0.888%	20,026.50	4.0%
City of Royal Oak	19.032%	412,067.59	18.886%	425,923.92	3.4%
Royal Oak Twp	0.942%	20,395.58	0.908%	20,477.51	0.4%
City of Southfield	6.532%	141,426.34	6.494%	146,455.09	3.6%
City of Troy	31.992%	692,668.50	32.596%	735,116.57	6.1%
Detroit Zoological Park	1.077%	23,318.50	1.097%	24,740.00	6.1%
County of Oakland	-	-	-	-	-
Rackham Golf Course	0.154%	3,334.34	0.141%	3,179.92	-4.6%
State Of Michigan	-	-	-	-	-
Total	100.00%	\$ 2,165,130.61	100.00%	\$ 2,255,235.86	4.2%

Charges have been rounded

George W. Kuhn Drainage District, Effective July 1, 2022

Share & Monthly Charge Comparison

STORM CHARGE

	FY 2021-22 (July - June)		FY 2022-23 (July - June)		% Change Mthly Charge
	Share % of System	Monthly Charge	Share % of System	Monthly Charge	
City of Berkley	6.4895%	\$ 153,414.42	6.4895%	\$ 159,678.43	4.1%
Village of Beverly Hills	0.8369%	19,784.59	0.8369%	20,592.50	4.1%
City of Birmingham	4.8837%	115,452.66	4.8837%	120,166.67	4.1%
City of Clawson	5.9262%	140,097.76	5.9262%	145,818.01	4.1%
City of Ferndale	10.2885%	243,224.09	10.2885%	253,155.33	4.1%
City of Hazel Park	2.2554%	53,318.58	2.2554%	55,495.67	4.1%
City of Huntington Woods	2.4671%	58,323.16	2.4671%	60,704.50	4.1%
City of Madison Heights	6.5410%	154,631.83	6.5410%	160,945.65	4.1%
City of Oak Park	13.6383%	322,414.67	13.6383%	335,579.42	4.1%
City of Pleasant Ridge	1.3390%	31,654.58	1.3390%	32,947.09	4.1%
City of Royal Oak	29.7028%	702,185.91	29.7028%	730,856.92	4.1%
Royal Oak Twp	1.2775%	30,200.59	1.2775%	31,433.75	4.1%
City of Southfield	7.7156%	182,399.75	7.7156%	189,847.34	4.1%
City of Troy	2.4799%	58,625.83	2.4799%	61,019.49	4.1%
Detroit Zoological Park	0.3364%	7,952.50	0.3364%	8,277.34	4.1%
County of Oakland	1.5274%	36,108.42	1.5274%	37,582.67	4.1%
Rackham Golf Course	0.1913%	4,522.50	0.1913%	4,707.00	4.1%
State Of Michigan	2.1035%	49,727.59	2.1035%	51,758.09	4.1%
Total	100.00%	\$ 2,364,039.43	100.00%	\$ 2,460,565.87	4.1%

Charges have been rounded

**OAKLAND COUNTY WATER RESOURCES COMMISSIONER
GEORGE W. KUHN DRAINAGE DISTRICT
SCHEDULE OF RATES AND CHARGES, EFFECTIVE JULY 1, 2022**

1. Sewage Disposal Charge

<u>Municipality</u>	Effective July 1, 2022 <u>Monthly</u>
City of Berkley	\$ 93,095.99
Village of Beverly Hills	6,179.34
City of Birmingham	69,032.75
City of Clawson	68,469.00
City of Ferndale	127,420.84
City of Hazel Park	91,946.00
City of Huntington Woods	42,623.92
City of Madison Heights	208,293.59
City of Oak Park	172,254.92
City of Pleasant Ridge	20,026.50
City of Royal Oak	425,923.92
Royal Oak Twp	20,477.51
City of Southfield	146,455.09
City of Troy	735,116.57
Detroit Zoological Park	24,740.00
County of Oakland	-
Rackham Golf Course	3,179.92
State Of Michigan	-
Toal:	<u><u>\$ 2,255,235.86</u></u>

Where communities have individual sewer customers with metered sewage, permitted and approved by the Oakland County Water Resources Commissioner (WRC), then each community shall also report, within ten days following the end of each month, the total metered sewage within the community, in lieu of water consumption.

George W. Kuhn Drainage District
Schedule of Rates and Charges

2. Pollutant Surcharge - APPROVED BY GLWA

A Pollutant Surcharge shall be levied against industrial and commercial customers contributing sewage to the system with concentrations of pollutants exceeding the levels described as follows:

- A. 275 milligrams per liter (mg/l) of Biochemical Oxygen Demand (BOD)
- B. 350 milligrams per liter (mg/l) of Total Suspended Solids (TSS)
- C. 12 milligrams per liter (mg/l) of Phosphorus (P)
- D. 100 milligrams per liter (mg/l) of Fats, Oils & Grease (FOG)

<u>Pollutant</u>	Effective July 1, 2022	
	Total Charge Per lb. of Excess Pollutants	
Biochemical Oxygen Demand (BOD)	\$	0.351
Total Suspended Solids (TSS)		0.482
Phosphorus (PHOS)		6.448
Fats, Oils & Grease (FOG)		0.112

It is assumed that normal residential customers do not contribute sewage with concentration of pollutants exceeding the above levels, therefore, the Pollutant Surcharge shall not apply to residential customers. Further, restaurants shall also be exempt from Pollutant Surcharge per the federal court "Second Interim Order", dated July 10, 1981.

3. Industrial Waste Control Charge - APPROVED BY GLWA

Based on the reported number of water meter sizes for non-residential users of the System, each community shall pay a monthly Industrial Waste Control Charge (IWC) in accordance with the following schedule:

Non-Residential Meter Size in Inches	Effective July 1, 2022	
		<u>\$/Month</u>
5/8	\$	3.58
3/4		5.37
1		8.95
1 1/2		19.69
2		28.64
3		51.91
4		71.60
6		107.40
8		179.00
10		250.60
12		286.40
14		358.00
16		429.60
18		501.20
20		572.80
24		644.40
30		716.00
36		787.60
48		859.20

Non-residential users shall be defined as all users other than those in single family houses, apartment buildings, condominiums, town houses, mobile homes, schools, churches and municipal buildings.

George W. Kuhn Drainage District
Schedule of Rates and Charges

4. **Flat Rate Storm Charge**

<u>Municipality</u>	Effective July 1, 2022
	<u>Monthly</u>
City of Berkley	\$ 159,678.43
Village of Beverly Hills	20,592.50
City of Birmingham	120,166.67
City of Clawson	145,818.01
City of Ferndale	253,155.33
City of Hazel Park	55,495.67
City of Huntington Woods	60,704.50
City of Madison Heights	160,945.65
City of Oak Park	335,579.42
City of Pleasant Ridge	32,947.09
City of Royal Oak	730,856.92
Royal Oak Twp	31,433.75
City of Southfield	189,847.34
City of Troy	61,019.49
Detroit Zoological Park	8,277.34
County of Oakland	37,582.67
Rackham Golf Course	4,707.00
State Of Michigan	51,758.09
Total:	<u><u>\$ 2,460,565.87</u></u>

George W. Kuhn Drainage District
Schedule of Rates and Charges

5. Total Sewer and Storm Water Charge

The following schedule identifies the total of the sewer charge and the storm water charge. The combined amount will be billed monthly to each customer:

Combined Monthly Sewer and Storm Charges

<u>Municipality</u>	Effective July 1, 2022 <u>Monthly</u>
City of Berkley	\$ 252,774.42
Village of Beverly Hills	26,771.84
City of Birmingham	189,199.42
City of Clawson	214,287.01
City of Ferndale	380,576.17
City of Hazel Park	147,441.67
City of Huntington Woods	103,328.42
City of Madison Heights	369,239.24
City of Oak Park	507,834.34
City of Pleasant Ridge	52,973.59
City of Royal Oak	1,156,780.84
Royal Oak Twp	51,911.26
City of Southfield	336,302.43
City of Troy	796,136.06
Detroit Zoological Park	33,017.34
County of Oakland	37,582.67
Rackham Golf Course	7,886.92
State Of Michigan	51,758.09
Total:	<u><u>\$ 4,715,801.73</u></u>



* Berkley * Beverly Hills * Bingham Farms * Birmingham
* Clawson * Huntington Woods * Lathrup Village * Pleasant Ridge
* Royal Oak * Southfield * Southfield Township

January 19, 2022

Mr. Jim Breuckman
City Manager
City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, MI 48069

Subject: Budget Estimate - Water Service

Dear Mr. Breuckman:

Enclosed is a copy of our preliminary budget estimate for water service to the City of Pleasant Ridge for the fiscal year 2022/23.

We have estimated that the City of Pleasant Ridge will have an average day of 0.23 million gallons of water for the fiscal year 2022/23.

We are proposing a fixed rate of \$1,721 per month and a commodity rate of \$16.60/mcf for 2022/23.

Any comments you may have on our estimates would be appreciated.

Very truly yours,

Jeffrey A. McKeen, P.E.
General Manager

JAM
Encl.

SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY

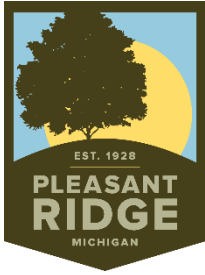
BUDGET ESTIMATES

CITY OF PLEASANT RIDGE

Fiscal Year	Daily Average M.G.D.
2013/14	0.23
2014/15	0.21
2015/16	0.24
2016/17	0.24
2017/18	0.25
2018/19	0.22
2019/20	0.22
2020/21	0.23
2021/22*	0.21
2022/23*	0.23

Fiscal Year	2018/19	2019/20	2020/21	2021/22*	2022/23*
1,000 Cu Ft	10,821	10,967	11,361	10,400	11,200
Cost	\$189,259	\$189,483	\$198,061	\$187,600	\$206,500
Fixed Monthly Charge \$/Month	\$1,698	\$1,698	\$1,749	\$1,671	\$1,721
Commodity Rate per 1,000 Cu Ft	\$15.57	\$15.42	\$15.88	\$16.11	\$16.60
Average/1,000 Cu Ft	\$17.49	\$17.40	\$17.64	\$17.90	\$18.44

*Estimated



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: May 5, 2022
 Re: The District Park, LLC (Skymint) Marijuana License Application

Overview

The District Park LLC has applied for a marijuana facility license at 23622 Woodward Avenue. The application is for an adult-use retailer licensed under the Michigan Regulation and Taxation of Marijuana Act of 2018 (MRTMA), and a provisioning center licensed under the Michigan Medical Marihuana Act of 2008 (MMMA). The application is for a Skymint store. District Park LLC is part of a larger organization, Green Peak Industries, Inc. that operates at least 19 Skymint stores across the state.

The City has one remaining retailer/provisioning center license available.

Background

The applicant provided a full and complete application package including all information and documents required by the City's marijuana licensing ordinance.

A public review version of the application is attached to this agenda summary. The public review application redacts any personal information and protected or sensitive information such as operating plans and proprietary business information. The City Commission has had the opportunity to review the full application.

Following are specific items of note:

1. **Parking.** Parking and traffic impacts on Woodward are of notable concern given the location of the proposed facility. Upon request by City staff, the applicant commissioned two parking studies of comparable marijuana facilities in the area to determine an expected parking generation by the use. Both studies found that peak parking demand is expected to be 10 to 14 vehicles. The property has a total of 10 on-site parking spaces in the rear of the building, meeting our minimum ordinance requirements. The applicant has also secured leases for an additional 15 off-site parking spaces at the adjacent buildings to the north and south at 23634 and 23600 Woodward. The facility will have a total of 25 off-site parking spaces available, well exceeding both ordinance requirements and expected peak parking demand.
2. **Property Ownership and Parking.** The proposed marijuana facility is located at 23622 Woodward (the building also includes space at 23616 Woodward. Those addresses, along with 23634 and 23600 Woodward, are under a purchase contract by FL MI RE 22, LLC (hereafter referred to as FL MI). FL MI will then lease the building at 23616/23622 to The District Park, LLC for the marijuana

facility. There is also a parking lease agreement for the marijuana facility to use 5 parking spaces from 23634 and 10 parking spaces from 23600.

3. **Lease Term.** The building and parking leases are for 5 years, with an additional 5-year term. Given that approval of the marijuana license is contingent upon leased off-site parking, the applicant has agreed to enter into a local operations management agreement with the City. If the parking leases are terminated and the marijuana facility loses access to that parking, the operations agreement gives the City the right to reconsider the license award.

4. **Local Operations Management Agreement.** The operations agreement addresses the following:

- a. *Curbside Sales.* Curbside sales are prohibited by agreement. Staff has discussed this with the applicant, and it was deemed prudent to avoid curbside sales to preclude any traffic circulation issues from impacting Woodward or nearby neighborhoods. It is agreed that the applicant and the City can reconsider curbside sales in the future.

Note that drive-through facilities are prohibited by the City's Commercial Marijuana Facilities ordinance.

- b. *Building and Parking Leases.* The City must receive notice if the building lease where the facility will be located, or if any of the parking leases terminate. If such termination occurs, the City may reconsider and potentially terminate the applicant's license approval. Nothing precludes the City from reconsidering and allowing a lower number of leased parking spaces be attached to the license in the future after the facility operates and we gain experience with actual parking and traffic conditions at and near the site.
- c. *Complaint Resolution.* The applicant agrees to address reasonable complaints in a timely manner.
- d. *Additional Items.* Other items, if identified by the City Commission during your review of the application, can be added to the operations agreement as appropriate and necessary.

If approved the applicant can begin work on obtaining final site plan approval, building permits, and finalizing the licensing process through the State of Michigan. By ordinance, facilities must be operational no later than 6 months from the date the City operating license is granted.

Requested Action

City Commission consideration of the District Park LLC application for a marijuana retailer and provisioning center license to locate a Skymint store at 23622 Woodward Avenue.

REDACTED PUBLIC PACKET



CITY OF PLEASANT RIDGE
MARIHUANA FACILITY
LICENSE APPLICATION

APPLICANT: THE DISTRICT PARK LLC
LOCATION: 23622 AND 23616 WOODWARD AVE
PLEASANT RIDGE, MI 48069



TABLE OF CONTENTS

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- 4. Attachment C – Distance to Nearest Residentially Zoned or Used Structure**
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- 6. Attachment E – Owner/Applicant Information**
- 7. Attachment F – Marijuana Operations**
- 8. Attachment G – Regulatory History**
- 9. Attachment H – Tax Delinquency**
- 10. Attachment I – Other Pleasant Ridge Properties**
- 11. Attachment J – Insurance and Security**
- 12. Attachment K – Bankruptcy**
- 13. Attachment L – Capitalization**
- 14. Attachment M – Criminal History**
- 15. Attachment N – Regulatory Compliance**
- 16. Attachment O – Litigation**
- 17. Attachment P – Chemical Storage**
- 18. Attachment Q – Site Plan/Neighborhood Compatibility Plan**
- 19. Attachment R – Community Involvement**
- 20. Attachment S – Establishment Business Plan**



Marijuana Facility License Application

General Information & Instructions

- Use **blue** ink ONLY
- Must submit as single sided pages
- The City of Pleasant Ridge will not provide substantive advice, legal or otherwise, on any of its ordinances or items required for this application or any other application or information required by this form
- Applications must be submitted to the City Clerk's office
- Annual fees to apply shall be paid to the City treasurer, and made out to the City of Pleasant Ridge:
 - Non-refundable application fee of \$5,000 per license, and annually for each renewal application
 - Applicants who are licensed to operate a marijuana establishment shall pay a non-refundable annual inspection fee of \$4,000 upon approval by the City and annually at the time of each renewal.

Applicant: initial here to indicate your understanding of the general instructions and annual fee requirements:

Initial: JD

Proposed Entity Information

- | | | |
|---|--------------------------------------|--|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Partnership | <input type="checkbox"/> Corporation |
| <input checked="" type="checkbox"/> Limited Liability Company | <input type="checkbox"/> Trust | <input type="checkbox"/> Sole Proprietorship |

<u>The District Park, LLC</u>	<u>Skymint</u>
Entity Name (as it appears on official entity documents)	D/B/A (as used in conducting business of the entity)
<u>10070 Harvest Park Diamondale, MI 48821</u>	<u>82-4510308</u>
Entity physical location	FEIN/SSN
<u>10070 Harvest Park Diamondale, MI 48821</u>	<u>734-649-8541</u>
Entity mailing address	Entity telephone

Applicant Information/Contact Person for Application

<u>Jeffrey Donahue</u>	<u>10070 Harvest Park</u>	
Full Name	Mailing Address	
<u>Diamondale</u>	<u>MI</u>	<u>48821</u>
City	State	Zip
	<u>734-649-8541</u>	<u>jdonahue@skymintbrands.com</u>
Cell Phone Number	Telephone Number	Email Address
<u>Manager of The District Park LLC</u>		
Affiliation with Applicant	Attorney license number (if applicable)	CPA license number (if applicable)

23925 Woodward Ave, Pleasant Ridge, MI 48069
Phone: 248-541-2901 Fax: 248-541-2504

Proposed Location

23622 and 23616 Woodward Ave, Pleasant Ridge, MI 48069	C
Address of Proposed Location	Zoning Classification
2822 sq ft	2822 sq ft
Total square footage of building	Square footage to be used for marijuana operation(s)
Renovation and construction of existing buildings	
Describe your proposed work to the building (use as-is, renovate existing building, build new construction)	
201.33 ft	
Distance between the proposed building and the closest residentially used building in the City of Pleasant Ridge? Measure in a straight line between the closest point on the exterior of each building. Garages or accessory buildings do not count as residentially used buildings.	

License Information

Check all licenses you are applying for:

- | | | |
|--|---|---|
| <input type="checkbox"/> Microbusiness | <input checked="" type="checkbox"/> Retailer | <input checked="" type="checkbox"/> Provisioning Center |
| <input type="checkbox"/> Processor | <input type="checkbox"/> Safety Compliance Facility | <input type="checkbox"/> Secure Transporter |

Does the applicant have a pre-qualification from the Marijuana Regulatory Agency for all license types being applied for at the City of Pleasant Ridge?

☒ Yes ☐ No

Does this application also include the equivalent license type?

☒ Yes ☐ No

Does this application include stacked Class C licenses?

☐ Yes ☒ No

Does this application include co-located licenses?

☐ Yes ☒ No

Proposed hours of operation:

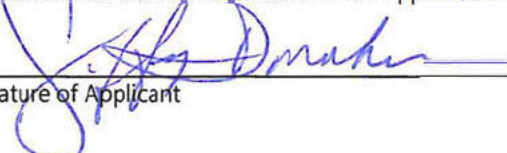
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Open:	10:00am	10:00am	10:00am	10:00am	10:00am	10:00am	10:00am
Close:	9:00pm	9:00pm	9:00pm	9:00pm	9:00pm	9:00pm	9:00pm

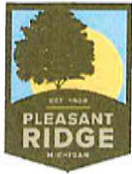
Attachments

Provide all required supplemental material as attachments to this application, as directed on the following pages.

Signature

I affirm that the information on this application form and all attachments are true to the best of my knowledge, information, and belief. I am authorized to execute this application on behalf of the entity listed above.

	Jeffrey Donahue	12/16/2024
Signature of Applicant	Printed Name	Date



Applicant Acknowledgements for a Marijuana City Operating License

All applicants identified and disclosed within this application for a city operating license and/or for a renewal application are required to initial and/or sign all acknowledgments and attestations as provided by the City of Pleasant Ridge, unaltered.

I, the applicant, Jeffrey Donahue, declare that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge familiarity with the City of Pleasant Ridge's Municipal Ordinances and hereby represent that I have knowledge of the contents in relation to the conduct of said business. Further, I acknowledge and agree to the following:

Applications submitted with altered acknowledgments and/or attestations shall not be reviewed. Should any applicant refuse to sign or initial the document(s) as provided by the City it will result in a denial for a city operating license.

Initial: JD

An applicant shall not utilize a City of Pleasant Ridge employee for notary services related to this application.

Initial: JD

I make no reliance on anything stated by City of Pleasant Ridge employees regarding the completeness of this application or any other communications not provided in writing.

Initial: JD

Amendments or supplementary information shall not be accepted after the applicant has submitted their application for a city operating license unless requested by the City of Pleasant Ridge.

Initial: JD

Failure to provide a complete application including its attachments, attestations, signatures, notarizations, initials, and/or the required fees may result in a denial of the application and/or renewal application.

Initial: JD

Compliance with the application requirements and/or zoning approval does not guarantee a city operating license for any proposed establishment.

Initial: JD

No refund of any sums of money paid to the City of Pleasant Ridge related to this application will be refunded to the applicant.

Initial: JD

Applicant acknowledges and understands that they will be held to all the property maintenance standards and requirements contained within the City of Pleasant Ridge Municipal Code.

Initial: JD

Applicant acknowledges that failure to provide the information and documentation required by this application may result in the denial of this application.

Initial: JD


Applicant understands that a city operating license may be revoked if the application for a marijuana establishment's certificate of compliance is denied or revoked by the Building Official.

Initial: JD

FOR RENEWALS:

All licensees applying for a renewal of their city operating license must supplement this application with updated information, if applicable, and/or upon request, at any time, by the City of Pleasant Ridge.

Initial: JD



Signature of Applicant

Jeffrey Donahue

Printed Name

12/16/2024

Date

ATTACHMENT A

Entity Documents

LARA Corporations
Online Filing System
Department of Licensing and Regulatory Affairs

Form Revision Date 02/2017

ARTICLES OF ORGANIZATION
For use by DOMESTIC LIMITED LIABILITY COMPANY

Pursuant to the provisions of Act 23, Public Acts of 1993, the undersigned executes the following Articles:

Article I

The name of the limited liability company is:

THE DISTRICT PARK LLC

Article II

Unless the articles of organization otherwise provide, all limited liability companies formed pursuant to 1993 PA 23 have the purpose of engaging in any activity within the purposes for which a limited liability company may be formed under the Limited Liability Company Act of Michigan. You may provide a more specific purpose:

Article III

The duration of the limited liability company if other than perpetual is:

PERPETUAL

Article IV

The street address of the registered office of the limited liability company and the name of the resident agent at the registered office (P.O. Boxes are not acceptable):

1. Agent Name: INCORP SERVICES, INC.

2. Street Address: 2285 S. MICHIGAN ROAD

Apt/Suite/Other:

City: EATON RAPIDS

State: MI

Zip Code: 48827

3. Registered Office Mailing Address:

P.O. Box or Street Address: PO BOX 266

Apt/Suite/Other:

City: EATON RAPIDS

State: MI

Zip Code: 48827

Signed this 2nd Day of February, 2018 by the organizer(s):

Signature	Title	Title if "Other" was selected
Olivia Gonzales	Organizer	

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

☐ Decline ☐ Accept

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF ORGANIZATION

for

THE DISTRICT PARK LLC

ID Number: 802157875

received by electronic transmission on February 02, 2018 ***, is hereby endorsed.***

Filed on February 02, 2018 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 2nd day of February, 2018.

Julia Dale, Director

Corporations, Securities & Commercial Licensing Bureau

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
FILING ENDORSEMENT

This is to Certify that the CERTIFICATE OF ASSUMED NAME

for

THE DISTRICT PARK LLC

ID Number: 802157875

to transact business under the assumed name of
SKYMINT - DISTRICT PARK

received by electronic transmission on January 17, 2020 ***, is hereby endorsed.***

Filed on January 22, 2020 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

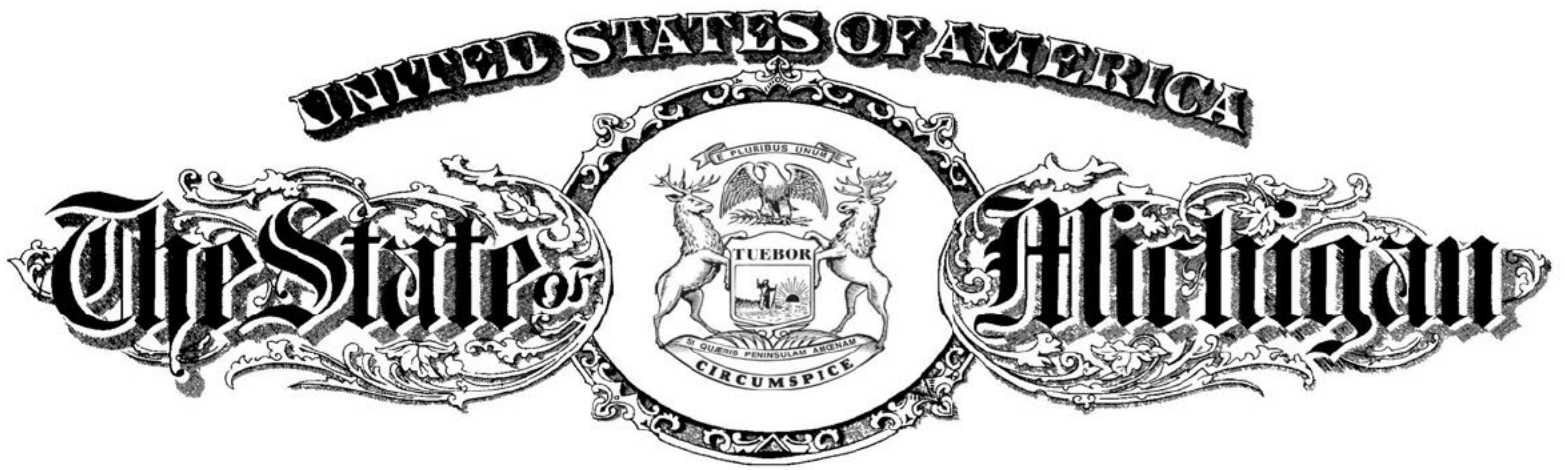
Expiration Date: December 31, 2025



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 22nd day of January, 2020.

Linda Clegg

Linda Clegg, Interim Director
Corporations, Securities & Commercial Licensing Bureau



Department of Licensing and Regulatory Affairs

Lansing, Michigan

This is to Certify That

THE DISTRICT PARK LLC

was validly authorized on February 2, 2018, as a Michigan DOMESTIC LIMITED LIABILITY COMPANY, and said limited liability company is validly in existence under the laws of this state and has satisfied its annual filing obligations.

This certificate is issued pursuant to the provisions of 1993 PA 23 to attest to the fact that the company is in good standing in Michigan as of this date.

This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.



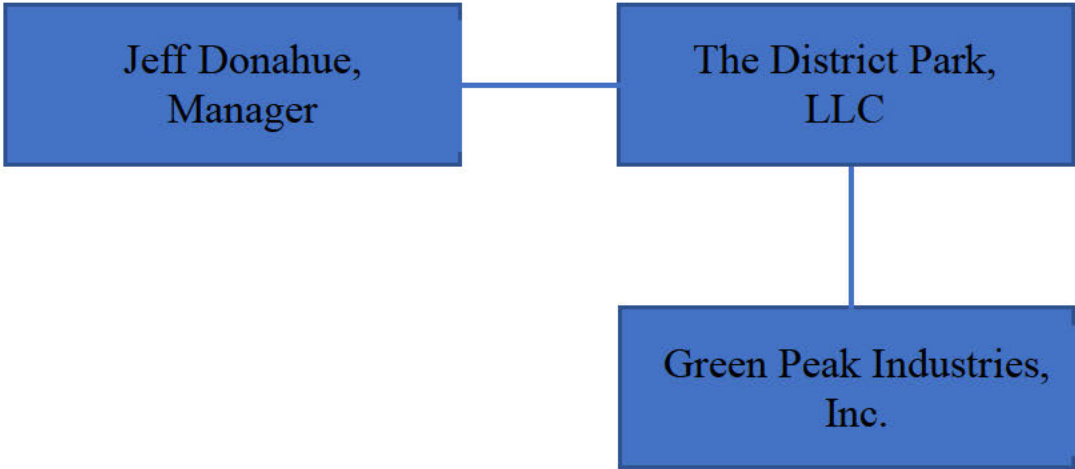
Sent by electronic transmission

Certificate Number: 19127200310

In testimony whereof, I have hereunto set my hand, in the City of Lansing, this 5th day of December, 2019.

Julia Dale, Director

Corporations, Securities & Commercial Licensing Bureau

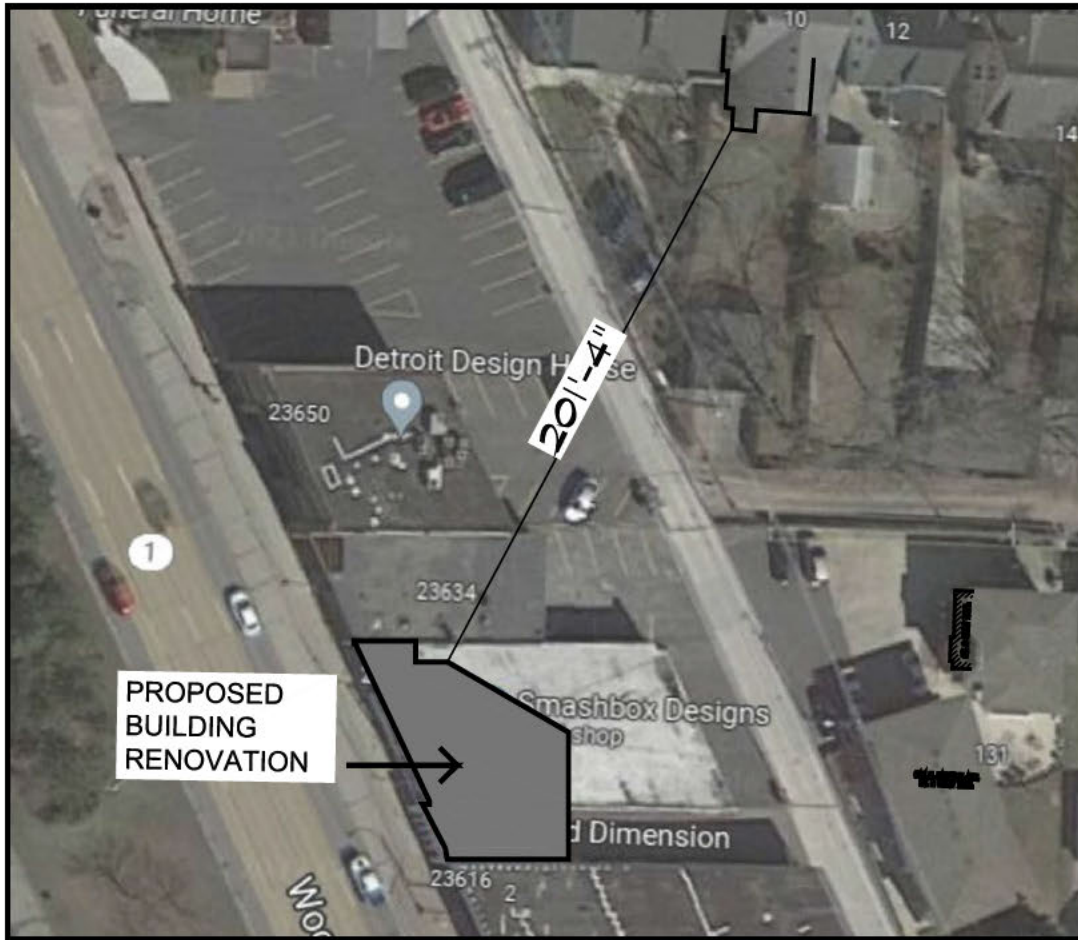


ATTACHMENT B

State Application Status

ATTACHMENT C

Distance to Nearest Residentially
Zoned or Used Structure



ATTACHMENT D

Property Ownership

THOMAS A. PEARLMAN
TRUSTEE OF THE THOMAS A. PEARLMAN REVOCABLE TRUST UAD JUNE 13, 2005

Statement of Authorization
Owner


October 14, 2021

RE: Written Authorization for Proposed Marihuana Facility at 23622 and 23616 Woodward Ave, Pleasant Ridge, MI 48069 (the "Property")

To the City of Pleasant Ridge (the "City"):

This letter is to confirm that Thomas A. Pearlman, Trustee of the Thomas A. Pearlman Revocable Trust UAD June 13, 2005, is the owner of record of the Property. The undersigned is a legally qualified representative of the entity and authorizes the use of the property for a marihuana facility.

Dated: 10/14/2021


Thomas A. Pearlman, Trustee of
the Thomas A. Pearlman Revocable
Trust UAD June 13, 2005

Subscribed and sworn to by Thomas Pearlman before me on the 14th day of
October, 2021.
Signature Kimberley M. Carlesimo
Printed name Kimberley M. Carlesimo
Notary public, State of Michigan, County of Oakland. My commission
expires June 4, 2025

KIMBERLEY M. CARLESIMO
NOTARY PUBLIC, STATE OF MI
COUNTY OF OAKLAND
MY COMMISSION EXPIRES Jun 4, 2025
ACTING IN COUNTY OF

FL MI RE 22 LLC

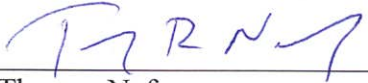
Statement of Authorization
Owner

RE: Written Authorization for Proposed Marihuana Facility at 23622 and 23616 Woodward Ave, Pleasant Ridge, MI 48069 (the "Property")

To the City of Pleasant Ridge (the "City"):

This letter is to confirm that FL MI RE 22 LLC is under contract, as buyer, to purchase the Property from the Thomas A. Pearlman Revocable Trust UAD June 13, 2005. The undersigned is a legally qualified representative of the entity and authorizes the use of the property for a marihuana facility.

Dated: 5-2-2022



Thomas Nafso
Member/Manager of FL MI RE 22
LLC

Subscribed and sworn to by Thomas Nafso before me on the second day of MAY, 2022.

Signature Michael Wilfred Mahen

Printed name MICHAEL Wilfred Mahen

Notary public, State of Michigan, County of WAYNE. My commission expires June 20, 2025

ACTING IN THE COUNTY OF OAKLAND



ATTACHMENT E

Owner/Applicant Information

JEFF DONAHUE

Professional Experience

Green Peak Industries, LLC, General Counsel

2017-Present

A business planning and investment company seeking licenses and acquisitions to cultivate, process and sell Medical Marijuana under Michigan's Medical Marijuana Facilities Licensing Act.

- Provide executive management team with overall corporate strategy and implementation
- Involved in corporate structure, complex transactions, contract negotiations, internal governance policies and manage outside legal resources.

AliMac, LLC, Managing Director & Co-Founder

2017-Present

- Real estate development company formed to develop a large-scale medical marijuana industrial development in the Lansing, Michigan area

American Advisors Legal Plan, PLLC, Founder, President

2006 - Present

Law firm focusing on business law, acquisitions, estate planning and business consulting with an emphasis on business turn-around, restructure and business development in the distribution and manufacturing sectors.

- Conduct acquisitions, roll-ups and tuck-ins representing both the purchase and sale of business assets/stocks of multi-million dollar companies, including comprehensive business valuations and succession planning.
- Provide General Counsel for several companies including, but not limited to, general employment issues, tax consideration and contract review/drafting.

VanErmen Smith Products, Minority Owner

2012 - Present

Light industrial machining and product development firm.

- Act as Corporate Counsel by providing general legal advice, negotiating vendor agreements/business contracts and identifying/managing intellectual property rights.
- Oversee acquisition strategy, company budget and overall sales direction.

Hue Management Group, LLC, Managing Member

2006 - Present

Commercial real estate Company operating in both Michigan and Florida markets.

- Oversee operations, financing, leases and tenant relationships.

Foresight Group, President, CEO, Co-Founder

1996 - 2006

Privately owned printing and marketing company with services ranging from database management to full scale commercial printing and mailing.

- Orchestrated the acquisition and integration of two printing companies and an advertising agency to create full service advertising, printing and mailing company with 80 employees and \$8mm in revenue.
- Managed the direction of all financials, sales, marketing, acquisition strategies, general vision, direction and leadership of the organization.

Unisource Worldwide, Vice-President, General Manager

North America’s leading distributor of national and private-label products including commercial printing and business imaging papers, facility solutions and equipment, and packaging materials and equipment.

1988 - 1996

- Responsible for overall management of a \$35mm division with five direct reports.
- Involved in strategic mergers, division consolidations and new market growth.
- Developed business and marketing strategies to achieve overall corporate revenue goals.
- Orchestrated the integration/consolidation of Unisource’s largest competitor, creating a combined \$35mm division and effectively blended the operations, personnel and services together.

Education

Cooley Law School	Juris Doctorate
Saginaw Valley State University	B.B.A., Finance

Affiliation/Memberships

Licensed Attorney, Michigan	1988 - Present
State Bar of Michigan	1988 - Present

ATTACHMENT F

Marihuana Operations

SKYMINTTM

BRANDS

10/13/2021

The District Park, LLC – DBA Skymint Brands

The City of Pleasant Ridge

To Whom It May Concern,

Please note that The District Park, LLC currently has applied for one retail marijuana license (both medical and adult-use) within the State of Michigan and was approved for that retail location. That store is currently operating in Hazel Park, MI and is in good standing with both the State of Michigan as well as the City of Hazel Park. The District Park, LLC has not applied for any marijuana licenses outside the State of Michigan nor has The District Park, LLC been denied a marijuana application for any reason in any municipality, both within the State of Michigan and outside of the State.

Name of Business: Skymint Brands

Name of Entity Owning Business: The District Park, LLC

Business Address: 20940 John R Road, Hazel Park, MI, 48030

Owning Entity Address: PO Box 266, Eaton Rapids, MI, 48827

Owners of Entity: Green Peak Industries, INC

Dates of Operation: June 2018 - Present

License Type: Retailer

Summary of Profits and Losses for Past Three Years: See attached

Signed,

(Signature)

(Printed Name)

(Date)

Notary:

Subscribed and sworn to me by (applicant name): Jeff Donahue before me on (date): 10/15/2021

Notary Public Signature:

Notary Public Printed Name:

Acting in the County of:

My Commission Expires:

CONSTANCE D. CLAY
NOTARY PUBLIC, STATE OF MI
COUNTY OF MACOMB
MY COMMISSION EXPIRES Aug 25, 2024
ACTING IN COUNTY OF Washtenaw

ATTACHMENT G

Regulatory History
N/A to Applicant

ATTACHMENT H

Tax Delinquency
N/A to Applicant

ATTACHMENT I

Other Pleasant Ridge Properties
N/A to Applicant

ATTACHMENT J

Insurance and Security

ATTACHMENT K

Bankruptcy
N/A to Applicant

ATTACHMENT L

Capitalization

ATTACHMENT M

Criminal History
N/A to Applicant

Attachment N

Regulatory Compliance
N/A to Applicant

ATTACHMENT O

Litigation

ATTACHMENT P

Chemical Storage
N/A to Applicant

ATTACHMENT Q

Site Plan/Neighborhood Compatibility Plan



NEIGHBORHOOD COMPATIBILITY

COMPATIBILITY WITH SURROUNDING NEIGHBORHOOD

The District Park, LLC d/b/a Skymint (“District Park”) believes that the proposed marihuana facility will be very compatible in the City of Pleasant Ridge and have no negative effects on the surrounding area. The property is in the C zoning district and is surrounded by several commercial buildings. The proposed building is over 200 feet from the nearest residentially zoned or used structure. It would not interfere with any residential areas within the City of Pleasant Ridge.

The proposed location, 23622 and 23616 Woodward Ave, Pleasant Ridge, MI, will have no negative impact on anticipated traffic flow or the surrounding area. In anticipation of customers, District Park has submitted a site plan that outlines where the proposed customer and employee parking will be located. District Park currently estimates that the retailer facility, if approved, [REDACTED]

District Park projects the total capitalization investment to exceed \$2.2 million with [REDACTED]

[REDACTED] Please refer to the site plan submitted that details District Park’s proposed construction plans, lighting plans, and its proposed landscaping and other aesthetic improvements it will implement at the location. Our store features lumber construction with an interior build-out comprised of raw materials such as wood and concrete in a warm, airy, contemporary design. The only exterior signage will be the nameplate “Skymint” and there will be no exterior signage indicating marihuana in any way.

The facility is considered an urban infill project and features many other environmentally friendly designs. The interior finishes include reclaimed wood paneling behind the Point-of-Sale counter. The space will feature polished concrete floors, which are a durable and sustainable finish. Utilizing the polished slab also cuts down on added materials that would need to be replaced over time. Large windows increase the store’s use of daylighting and reduce the need for artificial levels of lighting during daytime hours. When artificial lighting is used, energy efficient LED lights will be installed to reduce our environmental impact. Lastly, Skymint will have specified WaterSense certified toilet fixtures in the restrooms.

EXISTING BUSINESSES AT PROPERTY

The leases for the current tenants of the property are expiring and the tenants do not plan to renew. District Park is therefore not proposing to replace an existing business as the property will be vacant upon the expiration of the current leases. It is District Park’s intention to redevelop the property—commercial space along the Woodward corridor—into a proposed marihuana facility rather than the property become vacant.

NON-MARIHUANA RELATED BUSINESS(ES)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

SKYMINT™

BRANDS

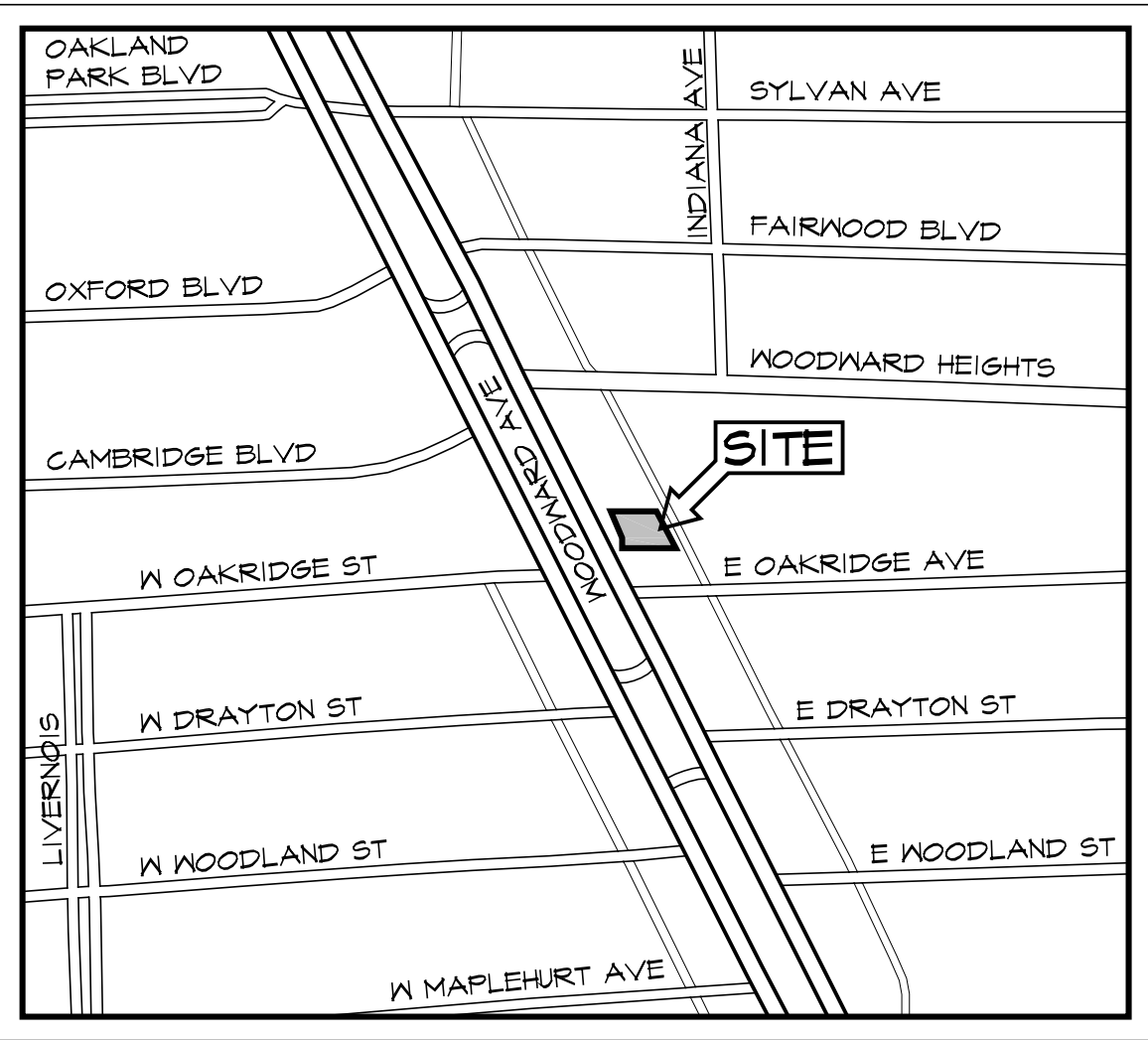
SITE PLAN

SKYMINT PROVISIONING CENTER

23622 WOODWARD AVE, PLEASANT RIDGE, MI 48069

ARCHITECT
STUDIO [INTRIGUE] ARCHITECTS, LLC
KENNETH L. JONES, II, AIA, NCARB
LICENSE # 1301054003 (EXP. 12/29/23)
1114 S. WASHINGTON AVE., #100
LANSING, MI 48910
517-372-8804 PHONE
517-372-8805 FAX
KENJ@STUDIOINTRIGUE.COM

CIVIL ENGINEER
SURVEY TECH
MAHER M. FAIK
3253 LYNHURST CT.
OAKLAND MI 48306
248-670-6556 PHONE
SURVEYLAND@ATT.NET



ARCHITECTURAL SHEET INDEX		
SHEET	SHEET DESCRIPTION	DATE
IX	SITE PLAN REVIEW	01/11/22
A-1	GRAPHIC FLOOR PLAN	01/11/22
A-3	GRAPHIC BUILDING ELEVATION	12/17/21
C-1	GRAPHIC PARKING SIGNAGE PLAN	05/03/22

CIVIL SHEET INDEX		
SHEET	SHEET DESCRIPTION	DATE
SP-1	EXISTING SITE SURVEY AND DEMOLITION	05/03/22
SP-2	GRAPHIC SITE PLAN, LANDSCAPE, AND PHOTOMETRIC PLAN	05/03/22
SP-3	SITE DETAILS AND BUFFER MAP	05/03/22
SP-4	STORM DETENTION CALCULATIONS	05/03/22

SITE PLAN APPROVAL

SITE PLAN APPROVAL

SITE PLAN APPROVAL

01/11/22

04/21/22

05/03/22

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ARCHITECTS

1114 S. WASHINGTON AVE. • SUITE 100 • LANSING • MICHIGAN • 48910

517.372.8804 PHONE • 517.372.8805 FAX • WWW.STUDIOINTRIGUE.COM

Project Type

RENOVATION

Project

SKYMINT
PROVISIONING CENTER

23622 WOODWARD AVE.
PLEASANT RIDGE, MI 48069

Client

THE
DISTRICT PARK
LLC

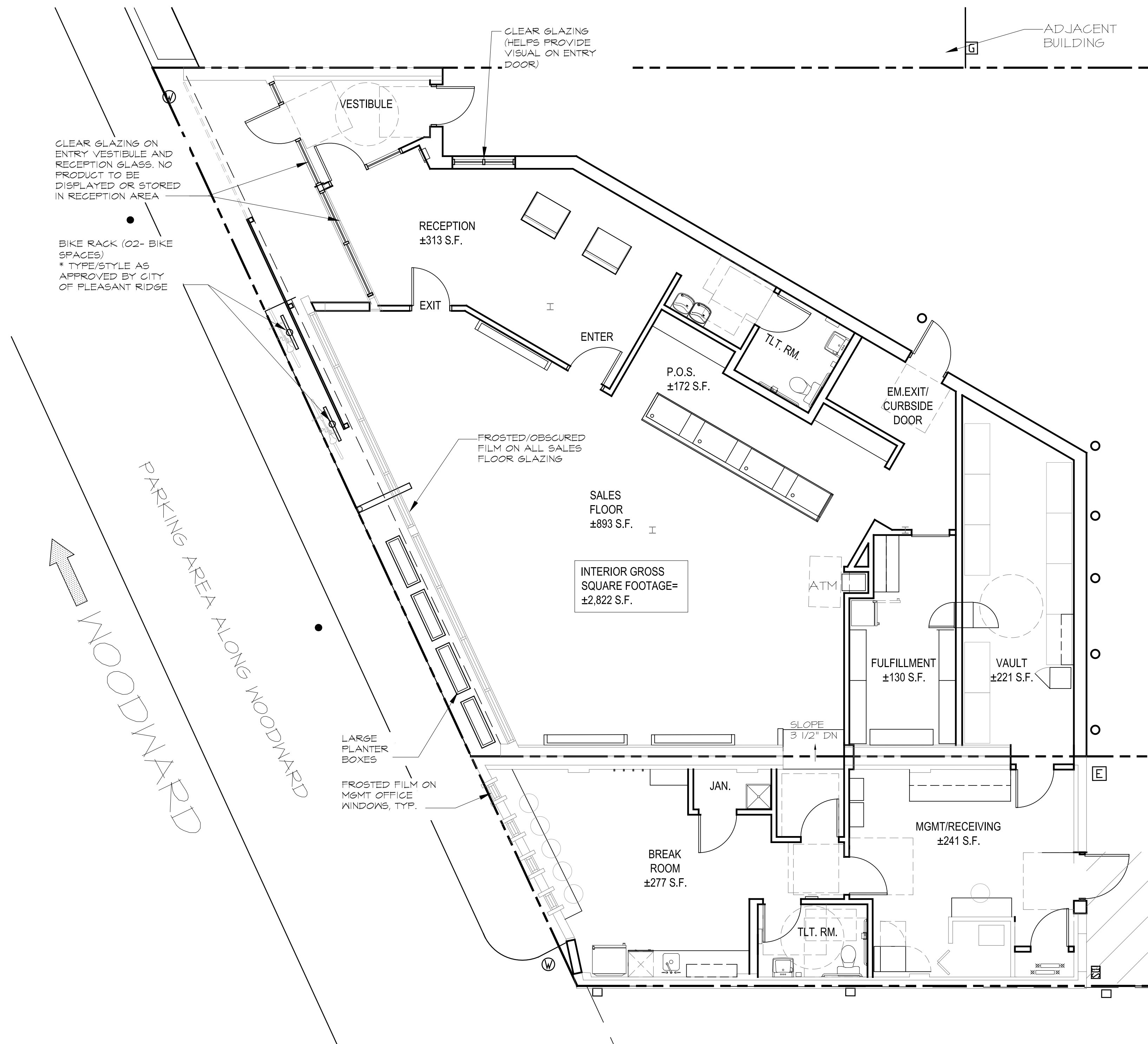
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Project Number

21.143

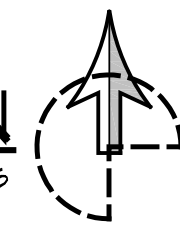
Sheet

IX



PRELIMINARY FLOOR PLAN

3/16"=1'-0"@24x36



PRELIMINARY
NOT FOR
CONSTRUCTION

FOR ILLUSTRATIVE PURPOSES ONLY.
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SITE PLAN APPROVAL
01/11/22

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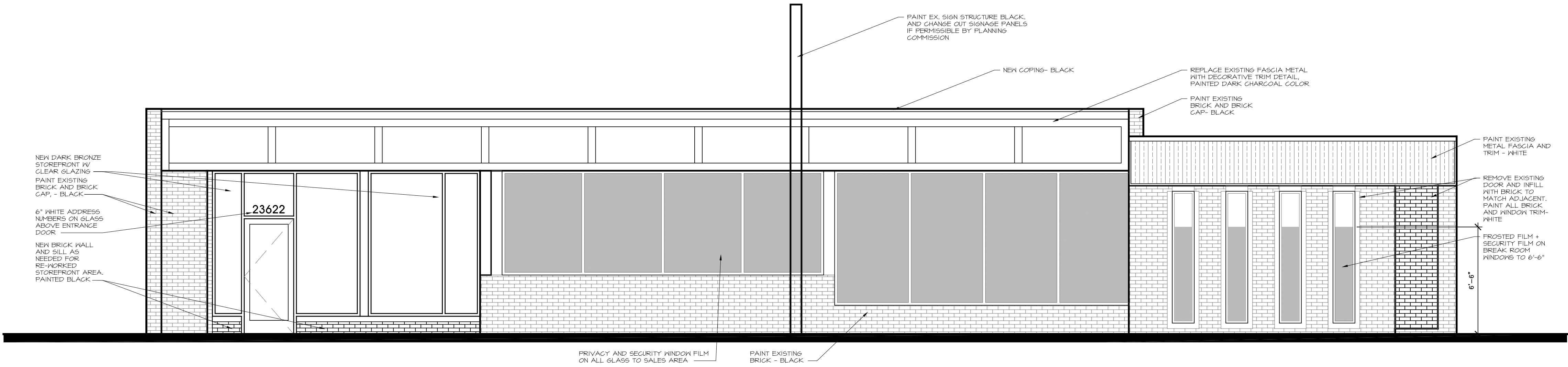
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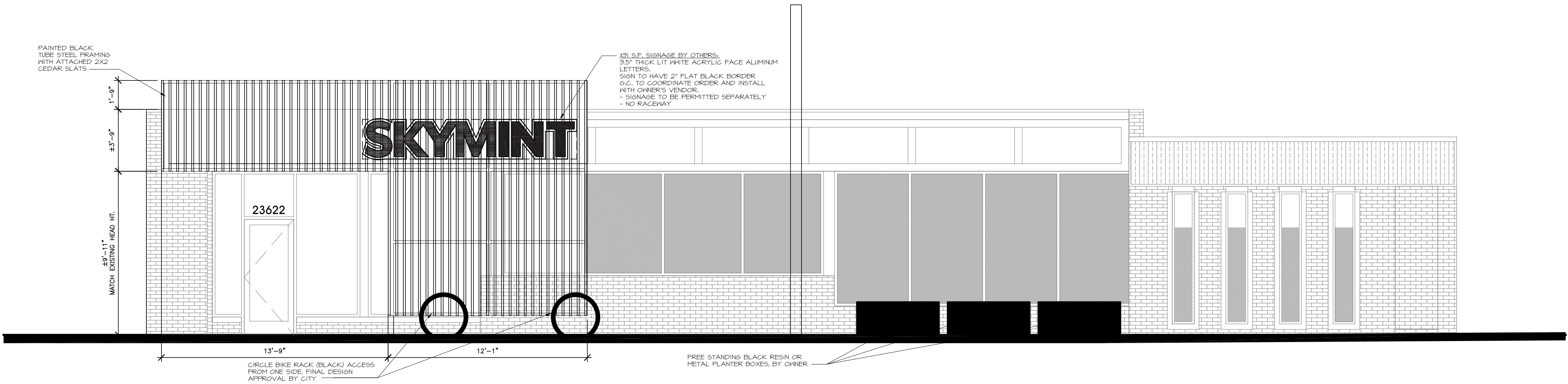
Project Type RENOVATION
Project SKYMINT PROVISIONING CENTER 23622 WOODWARD AVE. PLEASANT RIDGE, MI 48069
Client THE DISTRICT PARK LLC

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Project Number 21.143
Sheet A-1



WEST FACADE
1/4"=1'-0"



WEST FACADE DESIGN ACCENT LAYER
1/4"=1'-0"

BUILDING WALL SIGNAGE

ALLOWABLE WALL SIGNAGE:
A. MAXIMUM AREA OF SIGN: FIFTEEN (15) PER CENT OF BUILDING FACADE AREA UPON WHICH THE SIGN IS PLACED, NOT TO EXCEED TWO HUNDRED (200) SQUARE FEET MAXIMUM (MAXIMUM AREA OF SIGNS TO INCLUDE THE SUM OF THE BUILDING FACADE AREA OF ALL WALL SIGNS PER FRONTAGE).

WEST ELEVATION=21054 SQUARE FT X.15 = 1581 S.F. ALLOWABLE WALL SIGN

PROPOSED BUILDING WALL SIGNAGE:
WEST ELEVATION: 31 S.F. < 1581 S.F. ALLOWED = OK

NOTE!!!!
THE SIGNAGE SHOWN IS FOR ILLUSTRATIVE PURPOSES ONLY, DO NOT SCALE THE ARCHITECTURAL DRAWINGS FOR FABRICATION OF SIGN DRAWINGS - THESE DRAWINGS ARE NOT SHOP DRAWINGS. THE SIGN VENDOR SHALL, PRIOR TO FABRICATING ANY SIGNS, VISIT THE PROJECT SITE TO MEASURE & OBSERVE FIELD CONDITIONS.

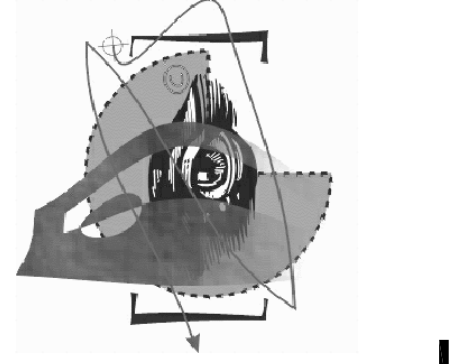
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SITE PLAN APPROVAL
12/17/21

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Project Type
RENOVATION

Project
SKYMINT
PROVISIONING CENTER
23622 WOODWARD AVE.
PLEASANT RIDGE, MI 48069

Client
THE
DISTRICT PARK
LLC

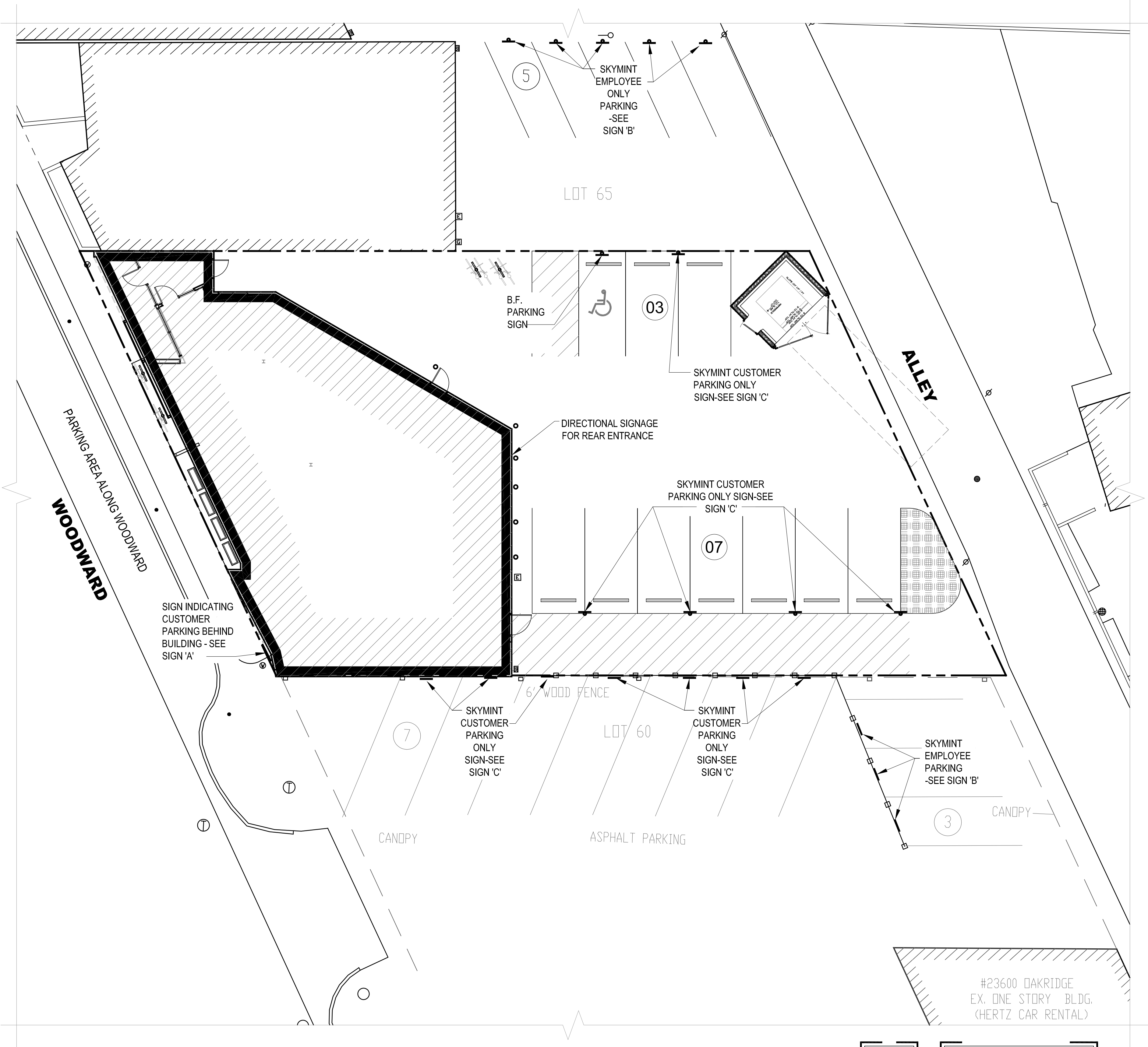
Project Number
21.143

Sheet
A-3

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SAMPLE-OWNER PROVIDED PARKING SIGNS



GRAPHIC PARKING SIGNAGE PLAN

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SITE PLAN APPROVAL	
SITE PLAN APPROVAL	
04/20/22	
05/03/22	

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Project Type
RENOVATION

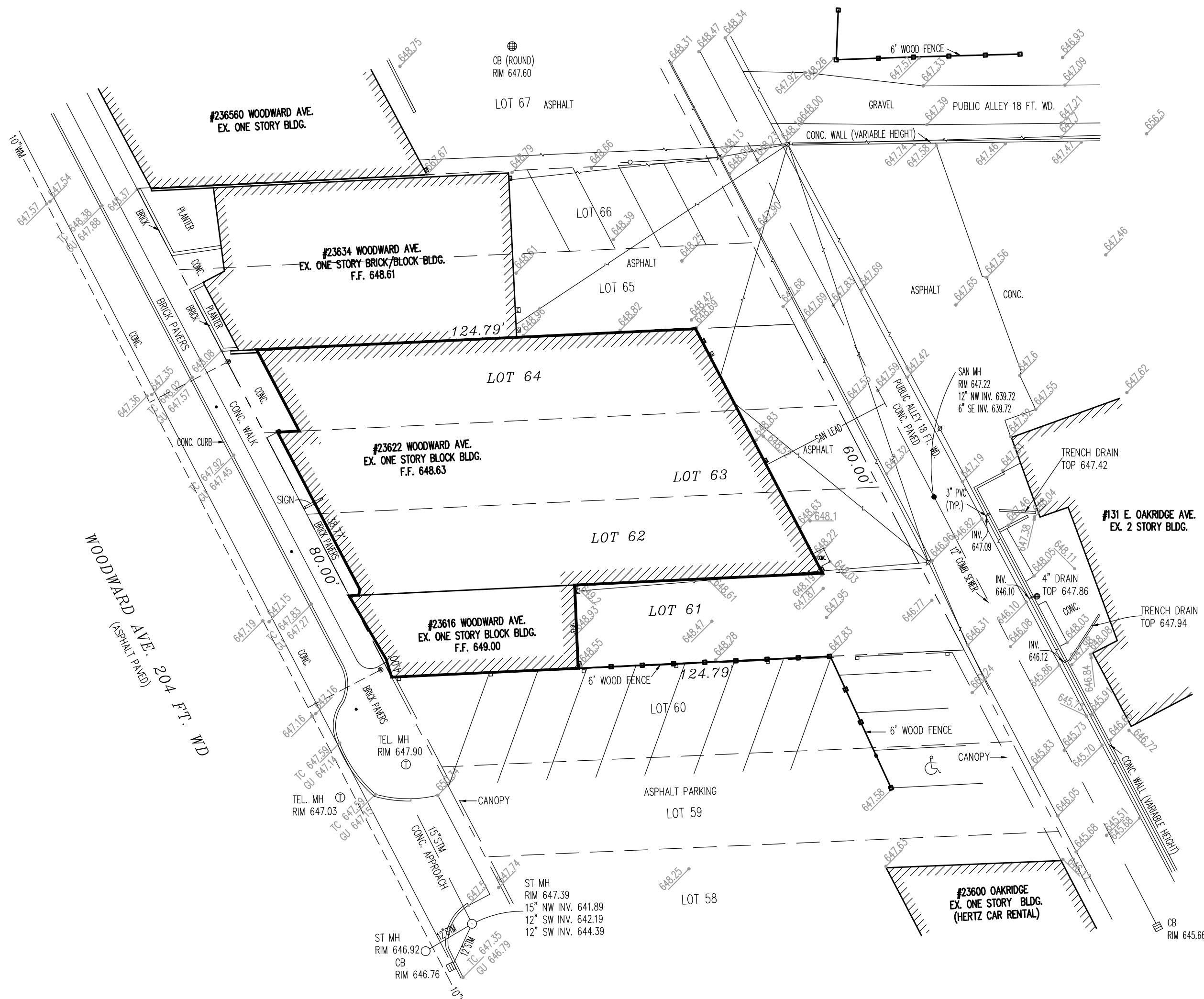
Project
SKYMINT
PROVISIONING CENTER
23622 WOODWARD AVE.
PLEASANT RIDGE, MI 48069

Client
THE
DISTRICT PARK
LLC

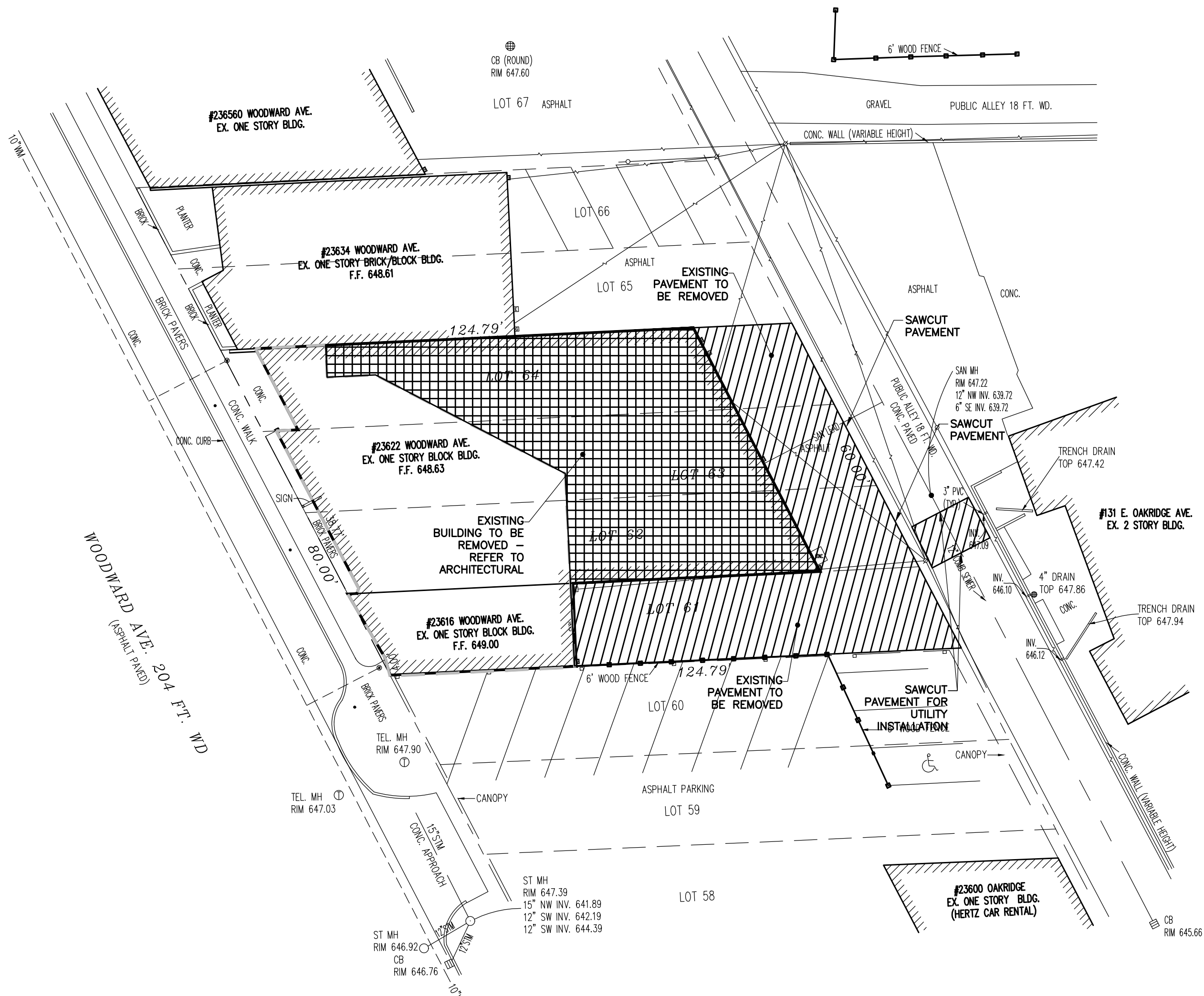
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21.143

Sheet
C-1

SURVEY PLAN



REMOVAL PLAN



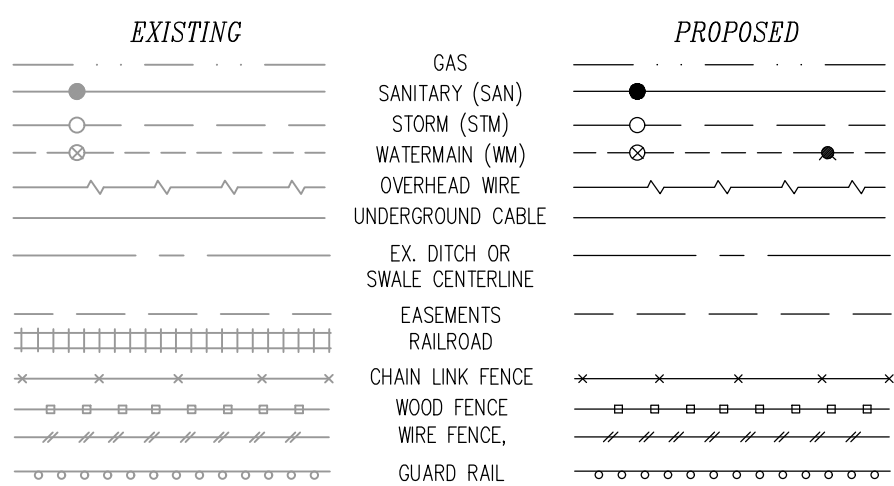
LEGAL DESCRIPTION
LAND SITUATED IN THE CITY OF PLEASANT RIDGE, COUNTY OF OAKLAND, STATE OF MICHIGAN TO WIT: LOTS 61, 62, 63 AND 64 OF WOODLAND HEIGHTS SUBDIVISION NO. 2, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 10 OF PLATS, PAGE 27, OAKLAND COUNTY RECORDS

ZONING INFORMATION
ZONED- C (COMMERCIAL COMMUNITY)
SETBACKS:
FRONT:- 10'
REAR:- 10'
SIDE:- 0'

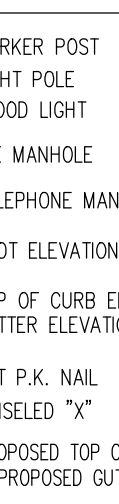
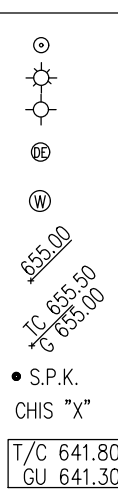
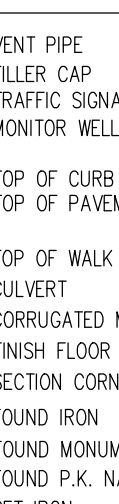
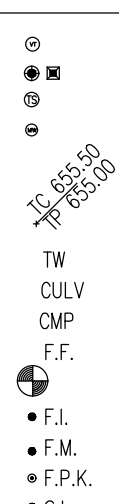
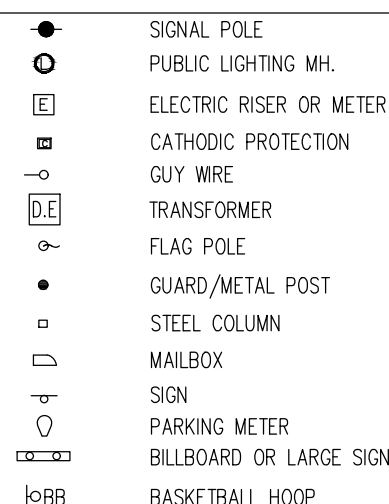
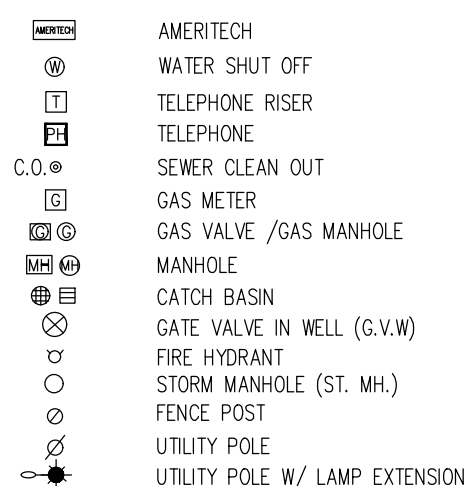
BENCHMARKS
B.M. #1 - RIM OF TELEPHONE MANHOLE
ELEVATION= 647.90 (NAVD88)
B.M. #2 - RIM OF SANITARY MANHOLE
ELEVATION= 647.22 (NAVD88)

REMOVAL NOTES

1. CONTRACTOR TO PROVIDE NECESSARY SIGNAGE, BARRICADES AND OTHER DEVICES FOR PROTECTION OF THE PUBLIC AND CONSTRUCTION WORKERS PRIOR TO PERFORMING ANY WORK. TRAFFIC CONTROL TO CONFORM TO M.M.U.T.C.D.
2. ALL TEMPORARY SOIL EROSION AND SEDIMENTATION CONTROL MEASURES ARE TO BE IN PLACE PRIOR TO STARTING REMOVALS.
3. IT IS THE CONTRACTOR'S RESPONSIBILITY TO SECURE ALL PERMITS AND POST ALL BONDS PRIOR TO CONSTRUCTION, OR ENSURE THAT ALL REQUIRED PERMITS AND BONDS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION.
4. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION BY CALLING MISS-DIG AT 1-800-482-7171 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATION.
5. THE CONTRACTOR SHALL ASSUME RESPONSIBILITY FOR THE PROTECTION OF ALL EXISTING UTILITIES DURING CONSTRUCTION. ALL UTILITIES DAMAGED DURING CONSTRUCTION SHALL BE REPAIRED WITH LIKE MATERIAL. THE EXACT LOCATION OF EXISTING UTILITIES SHALL BE LOCATED BY HAND DIGGING.
6. ALL DEMOLITION MATERIAL SHALL BE DISPOSED OF OFF-SITE. DISPOSE OF ALL DEBRIS LEGALLY OFF-SITE.
7. THE CONTRACTOR SHALL BE LIABLE FOR ANY DAMAGE TO STREETS, SIDEWALKS OTHER STRUCTURES AND ADJACENT AREAS CAUSED BY DEMOLITION OR HAULING OPERATIONS.
8. THE CONTRACTOR SHALL TAKE ALL NECESSARY ACTIONS TO ENSURE WORKER SAFETY AND COMPLIANCE WITH MI-OSHA GUIDELINES.
9. CONTRACTOR SHALL FULLY REMOVE ALL BUILDING STRUCTURES, SLABS AND FOUNDATIONS AS INDICATED.
10. SAWCUTTING OF CONCRETE SHALL BE AT THE LOCATION INDICATED OR AT THE NEAREST JOINT.



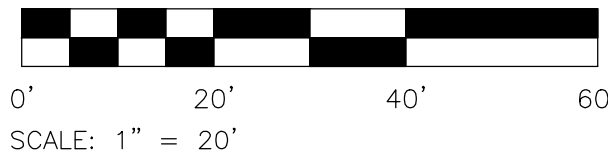
LEGEND



THE UTILITY LOCATIONS AS HEREON SHOWN ARE BASED ON FIELD OBSERVATIONS AND A CAREFUL REVIEW OF MUNICIPAL AND UTILITY RECORDS. HOWEVER IT IS NOT POSSIBLE TO DETERMINE THE PRECISE SIZE, LOCATION, DEPTH, OR ANY OTHER CHARACTERISTICS OF UNDERGROUND UTILITIES WITHOUT EXCAVATION. THEREFORE WE CAN NOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THE BURIED UTILITY INFORMATION HEREON SHOWN.



Know what's below.
Call before you dig.



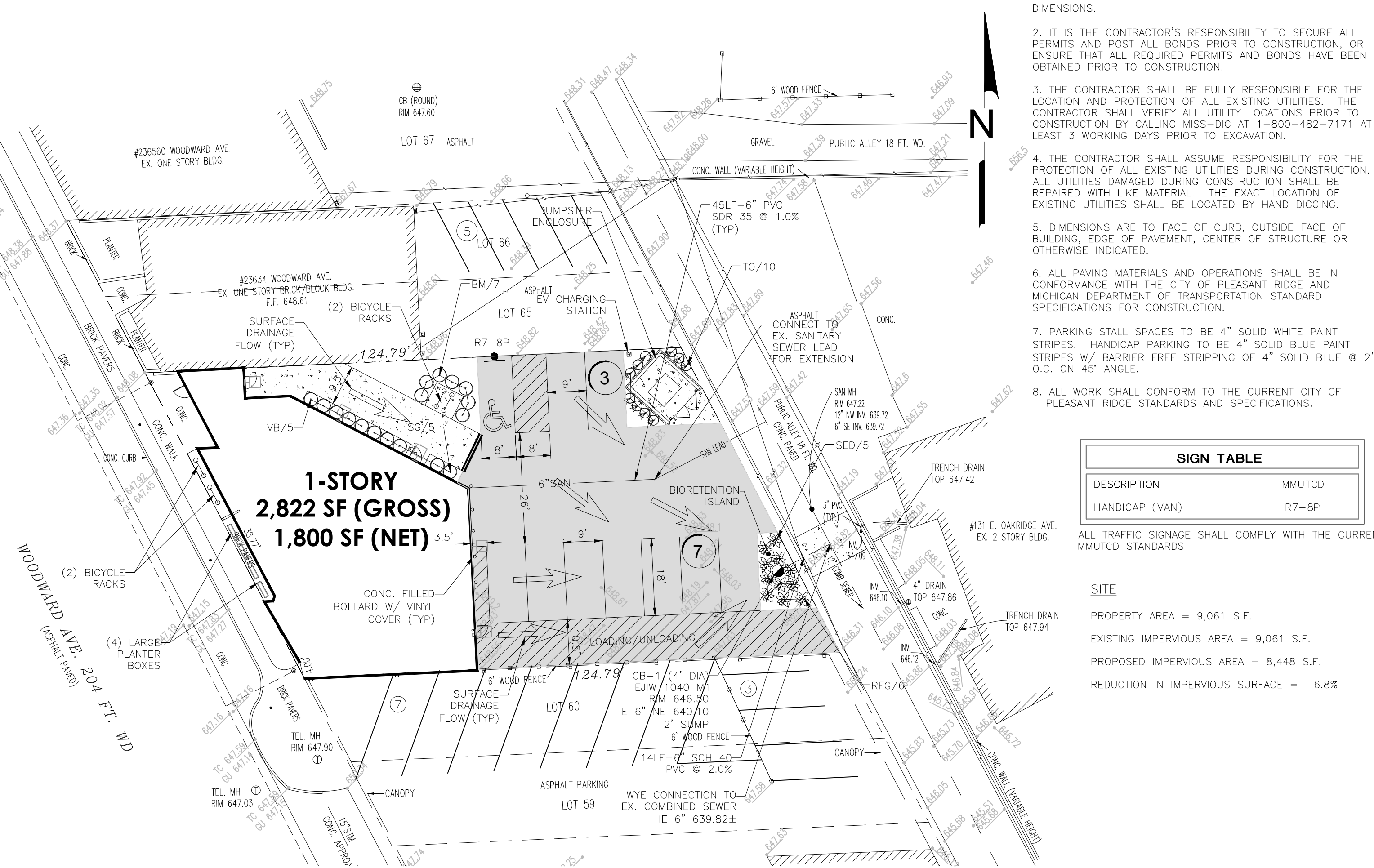
SURVEY TECH
LAND SURVEYING CIVIL ENGINEERING
3253 LYNHURST CT., OAKLAND MI 48306
TEL (248) 670-6556

SKYMINT

SCALE: 1"=20'	DATE: 01-10-2022	JOB #: 21172	SHEET:
DRAWN BY: ACA	CHECKED BY: MMF	APPROVED BY:	
APPLICATION: 01/10/2022			
ADD PARKING: 04/15/2022			

SP-1

SITE LAYOUT PLAN



PLANTING LIST

QUANTITY	KEY	BOTANICAL NAME	COMMON NAME	SIZE
10	TO	THUJA OCCIDENTALIS 'MISSION'	TECHNY ARBORVITAE	4' HT
5	SED	SEDUM X 'NEON'	NEON SEDUM	#1 POT
6	RFG	RUBRICKIA FULGIDA S. 'GOLDSTRUM'	GOLDSTRUM ORANGE CONEFLOWER	#1 POT
5	VB	VIBURNUM DENTATUM 'BLUE MUFFIN'	BLUE MUFFIN ARROWWOOD VIBURNUM	30" B&B
5	SG	SPIRAEA JAPONICA 'GOLD FLAME'	GOLDFLAME SPIRAEA	30" B&B
7	BM	BUXUS MICROPHYLLA JAPONICA 'WINTER GEM'	WINTER GEM BOXWOOD	30" B&B

BIORETENTION CALCULATION

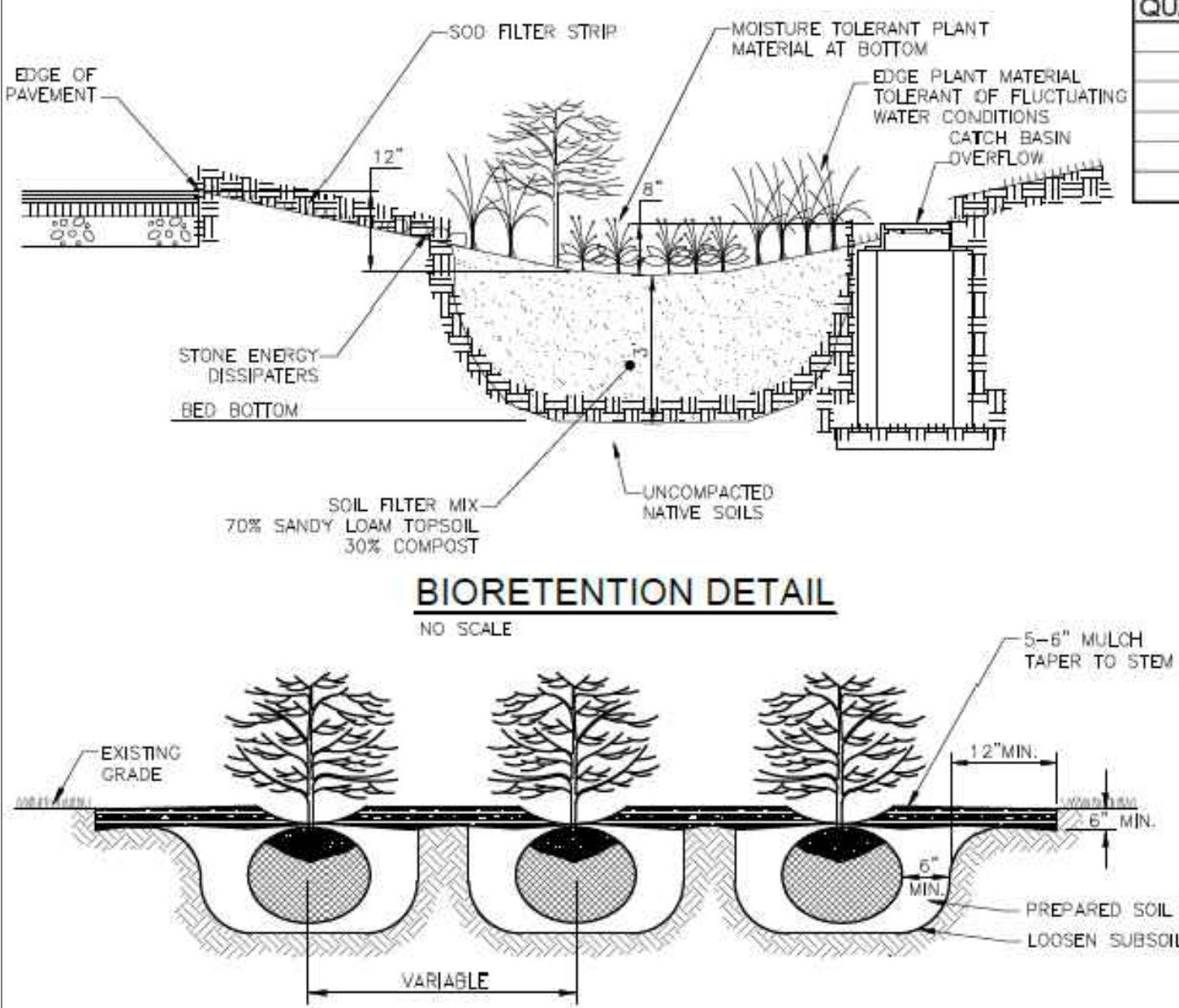
- | | | |
|---|---|------------|
| I. Water Quality Control | | |
| 1) Developed area contributing runoff (a) | = | 0.21 acres |
| Developed Runoff Coefficient (c) | = | 0.85 |
| 2) 90th percentile storm (1-inch) for water quality (P) | = | 1 inch |
| 3) Water Quality Control ($V = 3,360 \times P \times C \times A$) | = | 642 cft |

II. Bioretention Storage Volume
 Bioretention Volume = Surface Storage Volume + Soil Storage Volume + Infiltration Volume
 Bioretention Volume: = 657 cf

Surface Storage	Volume		
ELEV	AREA (ft ²)	AVG.	VOLUME (ft ³)
645.85	0.0	18.74	0.00
645.95	37.5	57.15	9.37
646.05	76.8	92.69	37.95
646.15	108.6	115.54	84.29
646.25	122.5	126.91	142.06
646.35	131.3	135.92	205.51
646.45	140.5	150.26	273.47
646.50	160.0		348.60

Soil Storage Volume	
Area:	= 120.0 sf
Depth:	= 5 ft
Void Ratio of Storage Material:	= 30%
Soil Storage Volume:	= 180.0 cf
Infiltration Volume	
Bed Area Bottom:	= 256.0 s/
Infiltration Design Rate:	= 0.5 in/
Infiltration Period:	= 12 hr
Infiltration Volume:	= 128.0 cf

SHRUB BED DETAIL



SHRUB BED DETAIL

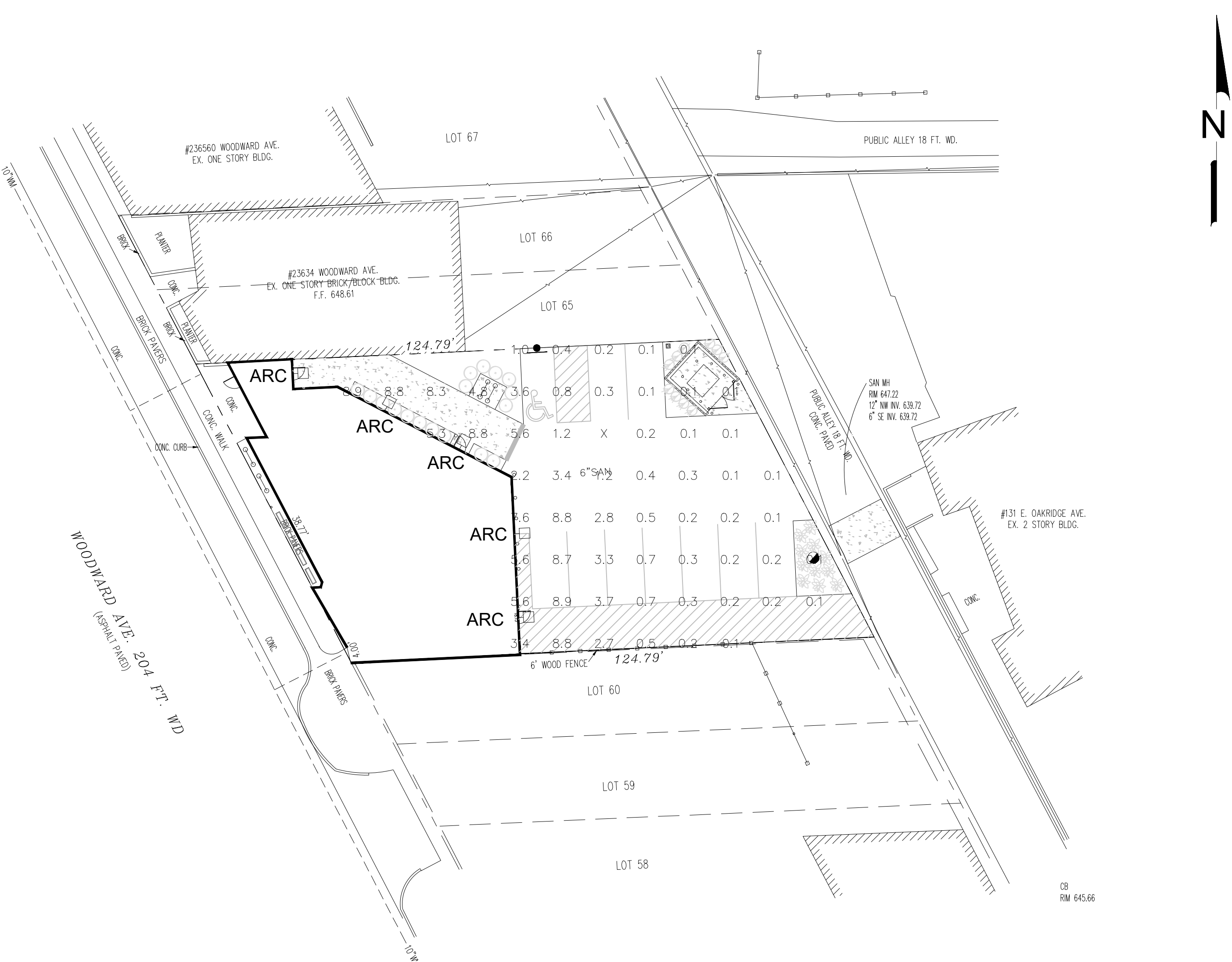


LEGEND

EXISTING		PROPOSED		LEGEND		EXISTING		PROPOSED		LEGEND	
	GAS		SANITARY (SAN)		STORM (ST)		WATERMAIN (WM)		OVERHEAD WIRE		UNDERGROUND CABLE
	EX. DITCH OR SINGLE CENTERLINE		EASEMENTS		RAILROAD		CHAIN LINK FENCE		WOOD FENCE		WIRE FENCE
	GUARD RAIL		AMERICAN WATERMARK		WATER SHUT OFF		TELEPHONE RISER		TELEPHONE		SEWER CLEAN OUT
	GAS METER		GAS VALVE / GAS MANHOLE		MANHOLE		CATCH BASIN		GATE VALVE IN WELL (G.V.W.)		FIRE HYDRANT
	STORM MANHOLE (ST. MH.)		FENCE POST		UTILITY POLE		UTILITY POLE W/ LAMP EXTENSION		SIGNAL POLE		PUBLIC LIGHTING MH.
	ELECTRIC RISER OR METER		CATHODIC PROTECTION		GUY WIRE		TRANSFORMER		FLAG POLE		GUARD / METAL POST
	STEEL COLUMN		MAILBOX		PAVING METER		BILLBOARD OR LARGE SIGN		BASKETBALL HOOP		VENT PIPE
	FILLER CAP		TRAFFIC SIGNAL MANHOLE		MONITOR WELL		TOP OF CURB ELEVATION		TOP OF PAVEMENT ELEVATION OR SECTION CORNER		FOUND IRON
	SPOT ELEVATION		TOP OF CURB ELEVATION OR GUTTER ELEVATION		S.P.K. CHISEL T		FOUND P.K. NAIL		PROPOSED TOP OF CURB & PROPOSED GUTTER		MARKER POST
	LIGHT POLE		FLOOD LIGHT		D.E. MANHOLE		TELEPHONE MANHOLE		SPOT ELEVATION		TOP OF CURB ELEVATION OR GUTTER ELEVATION
	S.P.K. CHISEL T		FOUND P.K. NAIL		PROPOSED TOP OF CURB & PROPOSED GUTTER		MARKER POST		SPOT ELEVATION		TOP OF CURB ELEVATION OR GUTTER ELEVATION

- THE UTILITY LOCATIONS AS HEREON SHOWN ARE BASED ON FIELD OBSERVATIONS AND A CAREFUL REVIEW OF MUNICIPAL AND UTILITY RECORDS. HOWEVER IT IS NOT POSSIBLE TO DETERMINE THE PRECISE SIZE, LOCATION, DEPTH, OR ANY OTHER CHARACTERISTICS OF UNDERGROUND UTILITIES WITHOUT EXCAVATION. THEREFORE WE CAN NOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THE BURIED UTILITY INFORMATION HEREON SHOWN.

SITE LIGHTING PLAN



ARC2 LED
Architectural Wall Luminaire



Specifications	
Depth (D1):	9.5 mm
Depth (D2):	3 mm
Height:	2 mm
Width:	1 mm
Weight:	1 mg
(without options)	

ARC LED Family Overview		Business Line: ARC				
Product	Power (W)	Beam Angle (°)	70°	70°	70°	70°
ARC100	100	70°	1,000	1,000	1,000	1,000
ARC200	200	70°	2,000	2,000	2,000	2,000

[illegible]

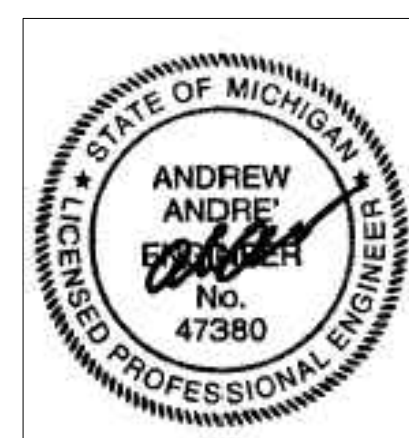
Accessories
Ordered separately

 Springer

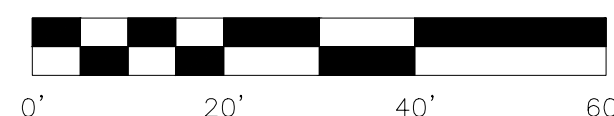
ARC	WALL MOUNT	LITHONIA	ARC2 LED P5 40K MVOLT, MOUNTED @ 8'-0" A.F.F.
-----	------------	----------	---

NOTE: CONTRACTOR SHALL PROVIDE INDICATED LIGHTING OR OTHERWISE APPROVED EQUAL.

AVERAGE	MAXIMUM	MINIMUM
1.9 FC	8.9 FC	0.1 FC



Know what's **below**.
Call before you dig



REVISÉ 04-29-2022 ADDITIONAL PARKING

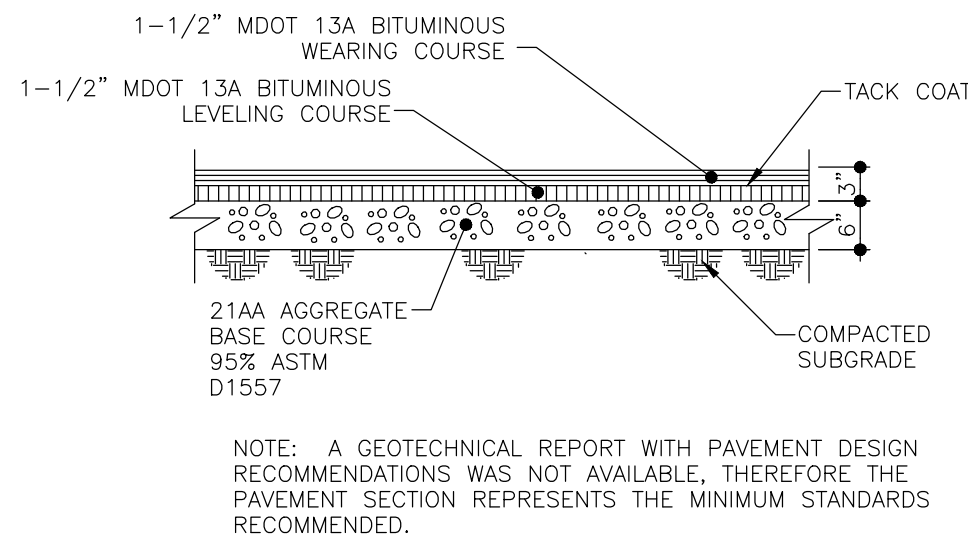


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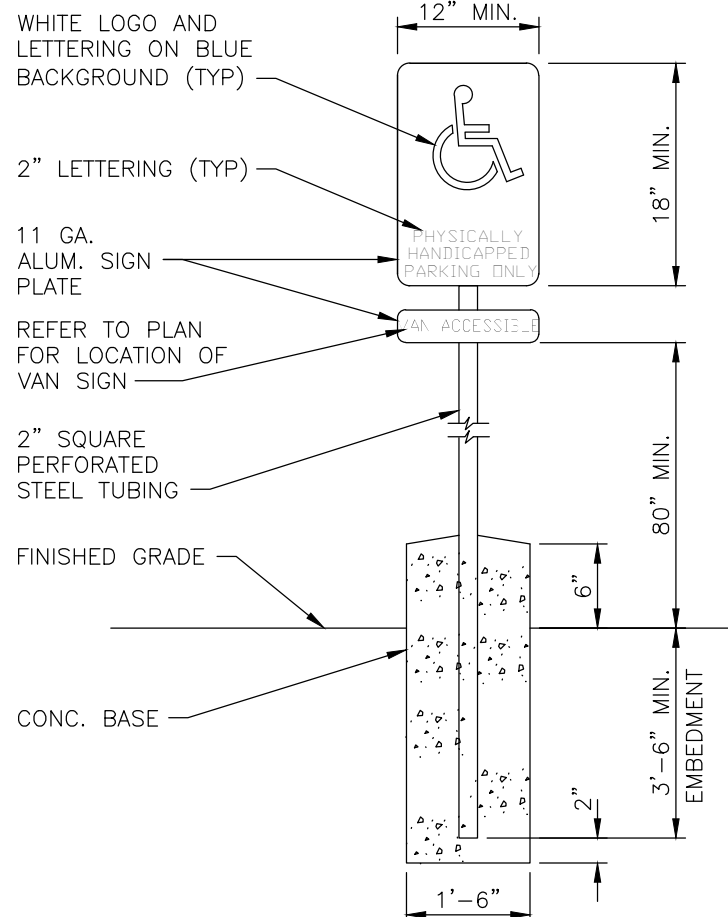
SKYMINT

SCALE: 1"=20'	DATE: 01-10-2022	JOB # : 21172	SHEET:
DRAWN BY: ACA	CHECKED BY: MMF	APPROVED BY:	
APPLICATION 01/10/2022 REVISED 04-15-2022 ADDITIONAL PARKING		SP-2	

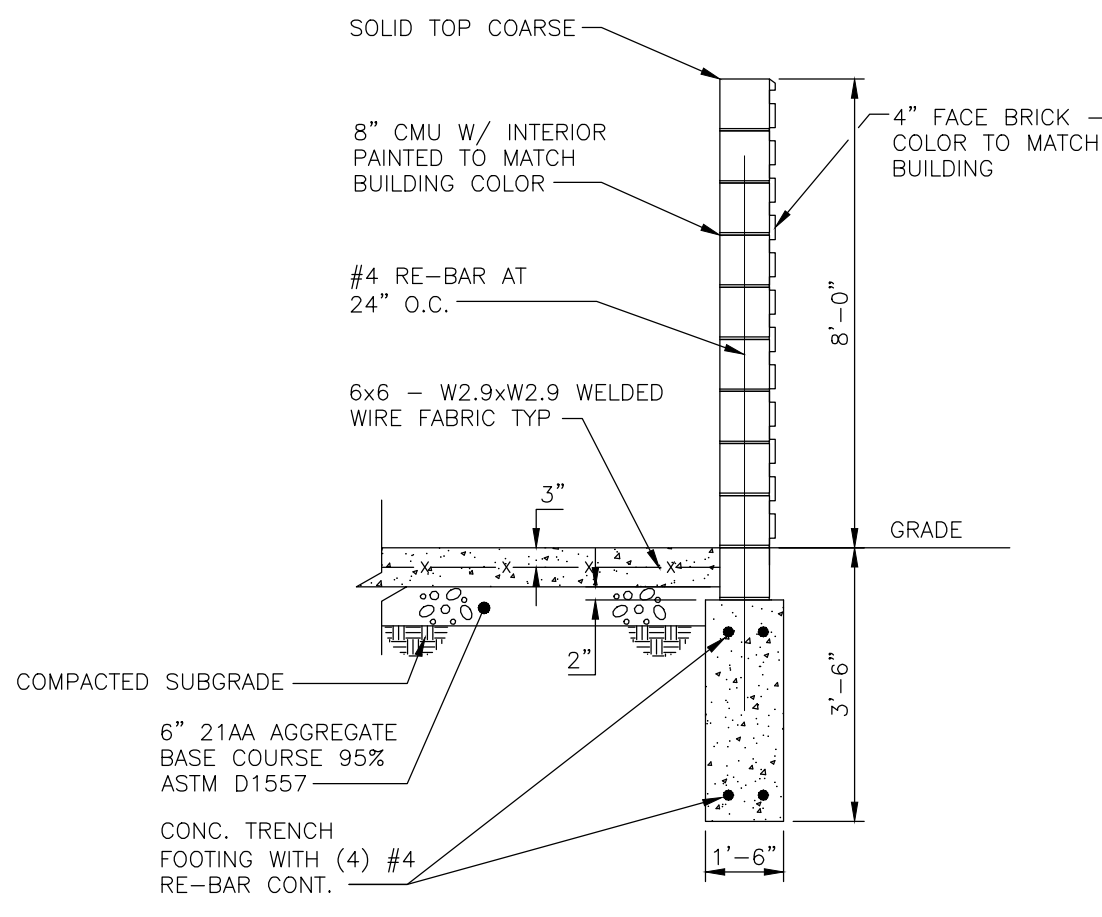
SITE DETAILS



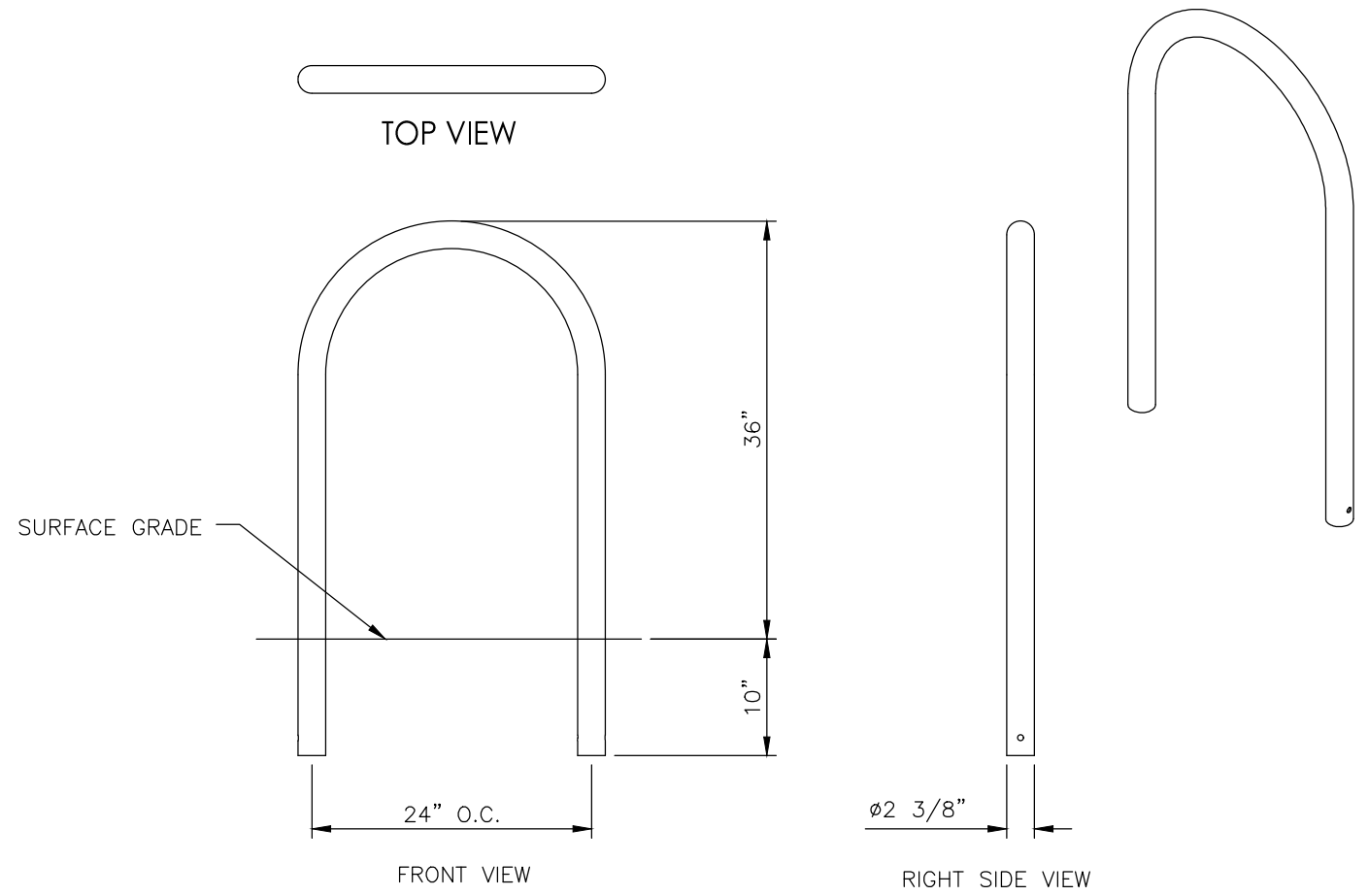
BITUMINOUS PAVEMENT
NO SCALE



TYPICAL HANDICAP SIGN
NO SCALE



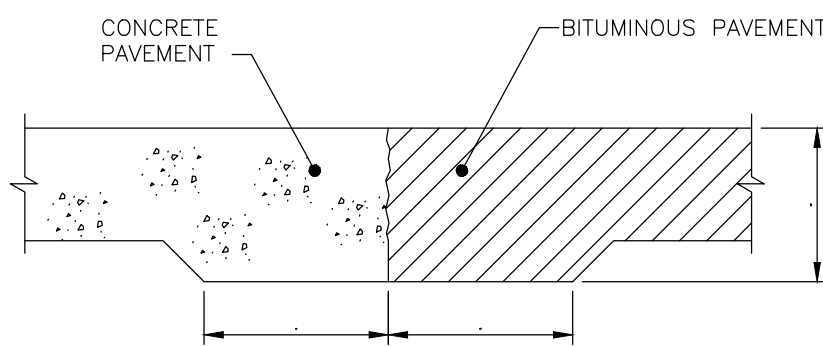
DUMPSTER WALL
NO SCALE



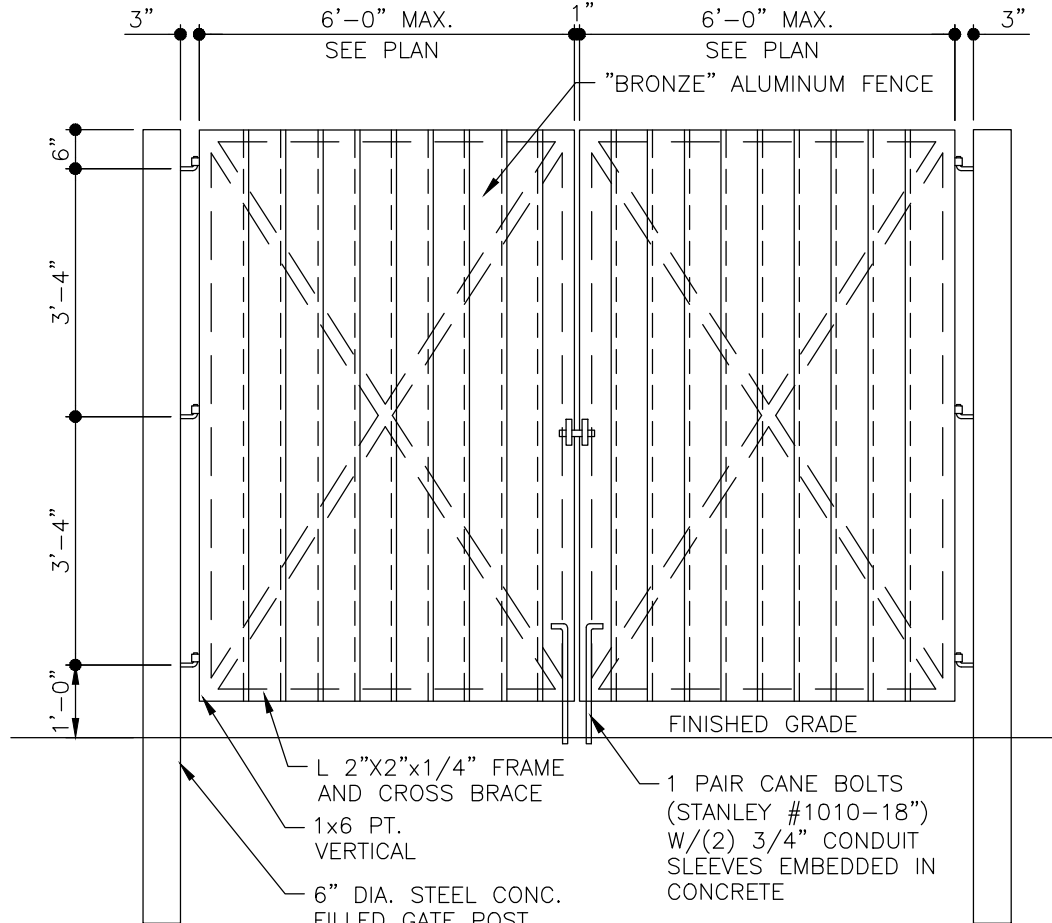
BIKE RACK
NO SCALE

MATERIAL LIST:
1. TUBING— 2 2" x 3/8" WALL STEEL TUBING

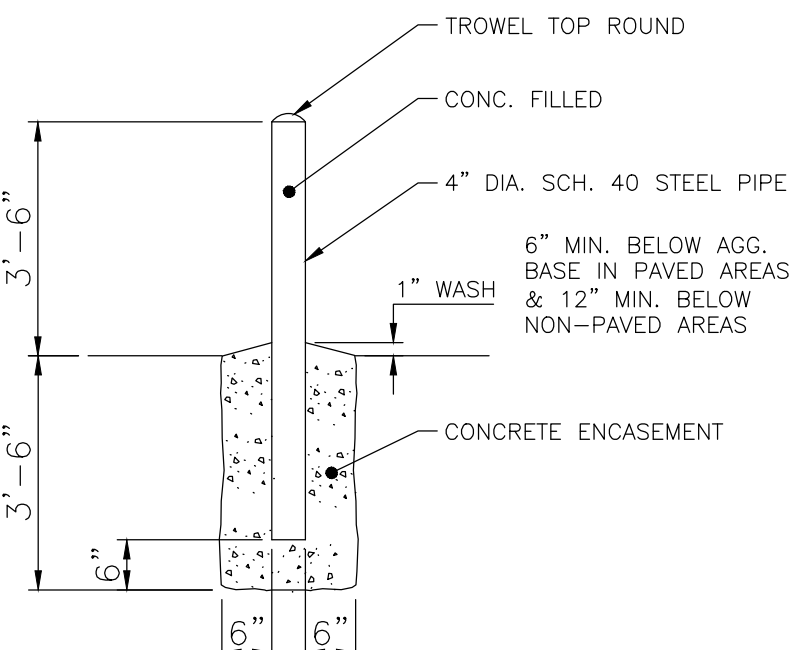
NOTES:
APEX BIKE RACK BY SITE SCAPES, PRODUCT NO. AP2-02-EM
PLACE RACK MINIMUM OF 24" FROM WALL



TURNDOWN PAVEMENT SECTION
NO SCALE

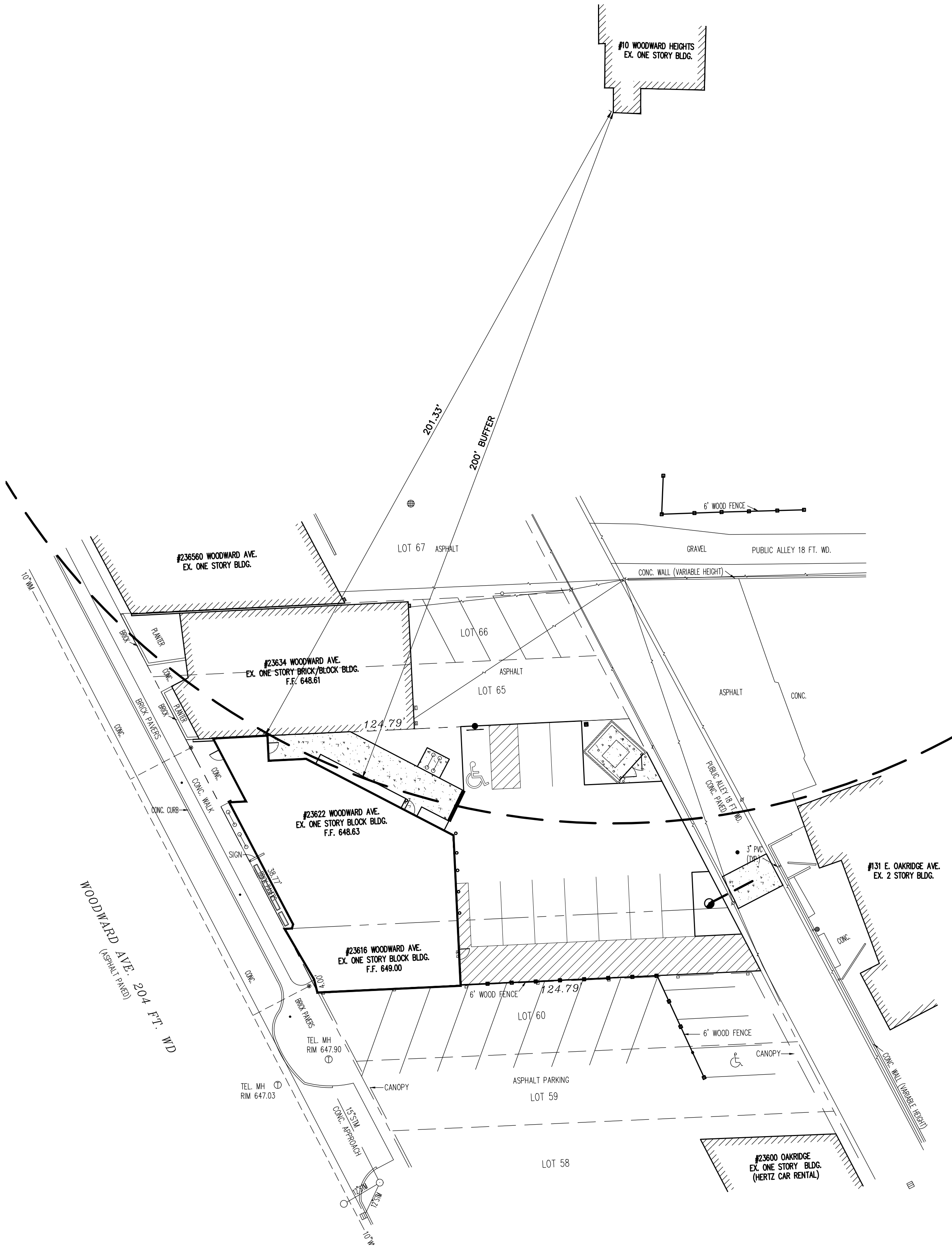


DUMPSTER GATE DETAIL
NO SCALE



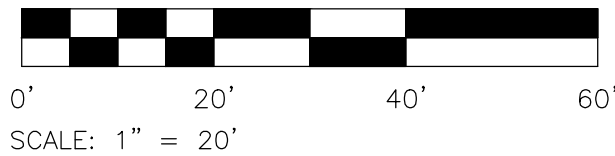
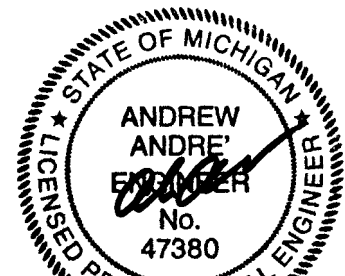
BOLLARD
NO SCALE

BUFFER PLAN



EXISTING		PROPOSED		LEGEND	
	GAS		SANITARY (SAN)		AMERITECH
	STORM (STM)		WATERMAIN (WM)		WATER SHUT OFF
	OVERHEAD WIRE		UNDERGROUND CABLE		TELEPHONE RISER
	EX. DITCH OR SWALE CENTERLINE		EASEMENTS		SEWER CLEAN OUT
	RAILROAD		CHAIN LINK FENCE		GAS METER
	WOOD FENCE		WIRE FENCE		GAS VALVE / GAS MANHOLE
	GUARD RAIL		CATCH BASIN		FIRE HYDRANT
			GATE VALVE IN WELL (G.V.W.)		STORM MANHOLE (ST. MH.)
			UTILITY POLE		UTILITY POLE W/ LAMP EXTENSION
					SIGNAL POLE
					PUBLIC LIGHTING MH.
					ELECTRIC RISER OR METER
					CATHODIC PROTECTION
					GUY WIRE
					TRANSFORMER
					FLAG POLE
					GUARD/METAL POST
					STEEL COLUMN
					MAILBOX
					SIGN
					PARKING METER
					BILLBOARD OR LARGE SIGN
					BASKETBALL HOOP
					VENT PIPE
					FILLER CAP
					TRAFFIC SIGNAL MANHOLE
					MONITOR WELL
					TOP OF CURB ELEVATION
					TOP OF PAVEMENT ELEVATION OR
					TOP OF WALK
					CULVERT
					CORRUGATED METAL PIPE
					FINISH FLOOR ELEVATION
					SECTION CORNER
					FOUND IRON
					FOUND MONUMENT
					FOUND P.K. NAIL
					SET IRON
					MARKER POST
					LIGHT POLE
					FLOOD LIGHT
					D.E. MANHOLE
					TELEPHONE MANHOLE
					SPOT ELEVATION
					S.P.K.
					CHS 'X'
					SET P.K. NAIL
					CHISELED 'X'
					PROPOSED TOP OF CURB
					PROPOSED GUTTER

THE UTILITY LOCATIONS AS HEREON SHOWN ARE BASED ON FIELD OBSERVATIONS AND A CAREFUL REVIEW OF MUNICIPAL AND UTILITY RECORDS. HOWEVER IT IS NOT POSSIBLE TO DETERMINE THE PRECISE SIZE, LOCATION, DEPTH, OR ANY OTHER CHARACTERISTICS OF UNDERGROUND UTILITIES WITHOUT EXCAVATION. THEREFORE WE CAN NOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THE BURIED UTILITY INFORMATION HEREON SHOWN.



SURVEY TECH
LAND SURVEYING CIVIL ENGINEERING
3253 LYNHURST CT., OAKLAND MI 48306
TEL (248) 670-6556

SKYMINT

SCALE: 1"=20'	DATE: 01-10-2022	JOB #: 21172	SHEET:
DRAWN BY: ACA	CHECKED BY: MMF	APPROVED BY:	
APPLICATION: 01/10/2022			
ADD PARKING: 04/15/2022			

SP-3

STORM DETENTION CALCULATIONS

1 YEAR DETENTION BASIN CALCULATIONS (i.e. WITH OUTLET)

ONSITE CONTRIBUTING AREA = 0.21

OFFSITE CONTRIBUTING AREA =

TOTAL CONTRIBUTING AREA = 0.21 ACRES

RUNOFF COEFFICIENT (C) = 0.85

Q_A = (0.20)(0.21 ACRES) = 0.04 C.F.S.

Q_O = $\frac{Q_A}{(A)(C)}$ = $\frac{0.04}{(0.21)(0.85)}$ = 0.22

T= $-25 + \sqrt{\frac{2,700.00}{Q}}$ = 86 MINUTES

V_S = $\frac{4,320}{T + 25} T - 40Q$ T = 2590 C.F./ACRE

V_T REQ'D = V_S (C)(A) = (2590)(0.85)(0.21) = 462 C.F. REQ'D.

10 YEAR DETENTION BASIN CALCULATIONS (i.e. WITH OUTLET)

ONSITE CONTRIBUTING AREA = 0.21

OFFSITE CONTRIBUTING AREA =

TOTAL CONTRIBUTING AREA = 0.21 ACRES

RUNOFF COEFFICIENT (C) = 0.85













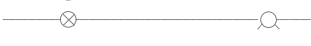
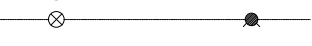





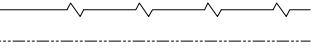





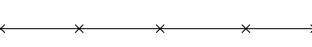





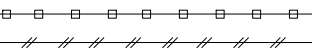





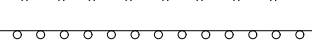





























Q_A = (0.20)(0.21 ACRES) = 0.04 C.F.S.

Q_O = $\frac{Q_A}{(A)(C)}$ = $\frac{0.04}{(0.21)(0.85)}$ = 0.22

T= $-25 + \sqrt{\frac{6,562.50}{Q}}$ = 148 MINUTES

V_S = $\frac{10,500}{T + 25} T - 40Q$ T = 7680 C.F./ACRE

V_T REQ'D = V_S (C)(A) = (7680)(0.85)(0.21) =1,371 C.F. REQ'D.

EXISTING	PROPOSED	AMERITECH	AMERITECH	EXISTING	PROPOSED	AMERITECH	AMERITECH
			WATER SHUT OFF BOX				LIGHT POLE
			TELEPHONE RISER				ELECTRIC RISER OR METER
			D.E. TRANSFORMER				HOOP
			SEWER CLEAN OUT				GUY WIRE
			GAS METER				DOWN SPOUT
			GAS VALVE /GAS MARKER				FLAG POLE
			INLET				GUARD/METAL POST
			CATCH BASIN				STEEL COLUMN
			GATE VALVE IN WELL				MAILBOX
			FIRE HYDRANT				SIGN
			DRAIN				PARKING METER
			UTILITY POLE W/LIGHT				BILLBOARD OR LARGE SIGN
			UTILITY POLE				FLOW
			GUY POLE				

- THE UTILITY LOCATIONS AS HEREON SHOWN ARE BASED ON FIELD OBSERVATIONS AND A CAREFUL REVIEW OF MUNICIPAL AND UTILITY RECORDS; HOWEVER IT IS NOT POSSIBLE TO DETERMINE THE PRECISE SIZE, LOCATION, DEPTH, OR ANY OTHER CHARACTERISTICS OF UNDERGROUND UTILITIES WITHOUT EXCAVATION. THEREFORE WE CAN NOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THE BURIED UTILITY INFORMATION HEREON SHOWN.



SURVEY TECH. LAND SURVEYING CIVIL ENGINEERING 3253 LYNHURST CT. OAKLAND, MI 48306 TEL (248) 670-6556			
SKYMINT			
SCALE: 1"=20'	DATE: 04-12-2021	JOB # : 22104	SHEET:
DRAWN BY: M.M.F	CHECKED BY:	APPROVED BY:	
			SP-4



March 21, 2022

Mr. Nathan Kark
Director of Governmental Affairs
Skymint
10070 Harvest Park
Dimondale, MI 48821

Re: 23616 Woodward Parking – Evaluation & Recommendations
Giffels Webster Project No. 20206.00

Dear Mr. Kark:

Giffels Webster was retained by Skymint to perform a parking study and provide recommendations for a proposed cannabis dispensary at 23616 Woodward Avenue in the city of Pleasant Ridge, Michigan. This report memo was performed using best practices and in compliance with the Evaluating Traffic Impact Studies Handbook, and MDOT, and local agency guidelines.

Problem Statement:

The Client requested a parking study for a proposed cannabis dispensary to be located in an existing building at 23616-23622 Woodward Avenue in Pleasant Ridge, Michigan. The purpose of this memo is to evaluate the parking spaces available on-site and adjacent to the proposed development, compare that to nearby dispensaries in Ferndale and Hazel Park, and to assess the adequacy of parking spaces.

Pleasant Ridge Zoning and Parking Requirements

Proposed Facility:

Gross Area: 2,822 square feet
Net Area: 1,800 square feet (noted as the “usable floor area”)

Property Zoning: “C” – Community Commercial.

Required Parking: per section 82-195 Off-street parking requirements

Sub-section (14): the definition of “usable floor area” shall govern
Sub-section (15), line 13 commercial / retail stores not elsewhere listed
1 space per 200 square feet of floor area.

Required parking = 1,800 sq ft / 200 sq ft = 9 spaces

Provided On-site Parking: Per the site plan dated 01/11/2022

Total Parking: Ten (10) parking spaces
Regular: Nine (9) regular spaces
ADA: One (1) ADA parking space

The provided on-site parking meets the city of Pleasant Ridge's zoning ordinance relative to required retail use parking.

There exists concern however on the part of the city administration and Planning Commission that the parking requirements of the zoning ordinance do not represent the needs of cannabis dispensaries. It was therefore proposed to review the parking operations at four (4) nearby dispensaries of comparable size in the cities of Ferndale and Hazel Park to determine their parking needs.

Study Methodology and Results

Parking accumulation counts were made Giffels Webster on Friday, March 11, 2022, and Wednesday, March 16, 2022, for four (4) nearby dispensaries of comparable square footage.

Counts were taken for three (3) hours in the evening (4-7pm) representing the expected peak hours for each of the facilities. Table 1 contains the counts for each facility.

Of the four locations, the dispensary located at 642 E. Nine Mile in Ferndale appears to have data significantly lower than the other three locations. For that reason, the remainder of the analysis will focus on the remaining three locations.

Parking spaces used versus provided range from 52.1% to 73.9% with the average being 65.5%.

The ratio of square footage of usable floor area per parking space used range 132 to 190 with the average being 176.

Applying that ratio to the proposed 1,800 square feet of usable retail space results in an expected need for 9.5 (rounded to 10) to 13.6 (14) parking spaces at peak periods.

Recommendations

To alleviate the concern of the city of Pleasant Ridge relative to the appropriate number of parking spaces for the proposed dispensary, up to an additional four (4) spaces would be required to be provided.

It is understood that the Client has the adjacent properties to the south and north of the proposed dispensary site under contract for purchase and will be able to dedicate portions of the parking lots on the sites to be used by the dispensary. It is assumed that an agreement satisfactory to the city would be required to set aside those spaces for the use of the dispensary.

TABLE 1 – COMPARABLE PARKING COUNTS

Address Usable Sq Ft Area Parking Spaces	Time (PM)	Friday, March 11, 2022	Wednesday, March 16, 2022
		Parking Count (# of Cars)	Parking Count (# of Cars)
1921 Hilton, Ferndale	4:00	13	11
2,836 sq ft	4:30	14	14
23 parking spaces	5:00	12	12
	5:30	15	14
	6:00	13	13
	6:30	16	12
	7:00	10	11
642 E. 9 Mile, Ferndale	4:00	6	3
2,982 sq ft	4:30	4	2
32 parking spaces	5:00	5	3
	5:30	6	5
	6:00	7	3
	6:30	6	3
	7:00	5	2
925 E. Drayton, Ferndale	4:00	12	12
2,240 sq ft	4:30	10	12
23 parking spaces	5:00	11	13
	5:30	12	14
	6:00	11	17
	6:30	12	14
	7:00	10	13
20940 John R Rd., Hazel Park	4:00	11	12
2,655 sq ft	4:30	12	12
22 parking spaces	5:00	15	14
	5:30	16	9
	6:00	13	10
	6:30	12	9
	7:00	13	10

If we can be of any further assistance on this project, please do not hesitate to contact me.

Sincerely,

Giffels Webster



Michael G. Darga, PE
Partner

March 22, 2022

Nathan Kark, Director of Government Affairs
Skymint Brands
10070 Harvest Park
Dimondale, MI 48821

Regarding: Trip Generation and Parking Assessment for Proposed Marijuana Dispensary Located at 23622 Woodward Ave, City of Pleasant Ridge, Oakland County, Michigan.

Dear Mr. Kark,

Per request, RS Engineering, LLC (RSE) has prepared this letter as a traffic and parking analysis for the proposed Marijuana dispensary located at 23622 Woodward Ave, City of Pleasant Ridge, Michigan. This letter provides the estimated trip generation and parking demands for the proposed Marijuana Dispensary. Data from observation of nearby dispensary parking operations determined that the proposed number of parking spots significantly exceeds the projected peak demand for the proposed development.

EXISTING BACKGROUND

The proposed development is located at 23616-23622 Woodward Ave in the City of Pleasant Ridge. The existing site is currently two one-story commercial buildings located in the northeast quadrant of Woodward Ave and E Oakridge Ave with existing alley access to the parking in the rear. The Woodward Ave and E Oakridge Ave intersection is unsignalized.

Woodward Ave is an 8-lane divided roadway that has four northbound lanes and four southbound lanes with curb parking alongside. E Oakridge Ave is a 2-lane 2-way roadway that runs east and west also with curb parking alongside. The existing speed limits for Woodward Ave and E Oakridge Ave are 35 MPH and 25 MPH respectively. The site location and development are shown on **Exhibits 1 & 2**. The proposed development will include 10 parking spaces on-site and 17 spaces reserved on adjacent lots, for a total of 27 parking spaces.

An aerial photograph of Woodward Avenue in St. Paul, Minnesota. The map shows Woodward Avenue running diagonally from the top left to the bottom right. To the left of Woodward Avenue, from top to bottom, are Oxford Blvd, Cambridge Blvd, W Oakridge Ave, and W Drayton St. To the right of Woodward Avenue, from top to bottom, are Fairwood Blvd, Woodward Heights, E Oakridge Ave, and E Drayton St. A yellow rectangular box highlights a vacant lot on the east side of Woodward Avenue, between Woodward Heights and E Oakridge Ave. A yellow arrow points to this box with the text "Proposed Site" in orange. A blue arrow in the top right corner points upwards with the letter "N" next to it, indicating North.

LOT 67 ASPHALT

#238580 WOODWARD AVE.
EX. ONE STORY BLDG.

#23834 WOODWARD AVE.
EX. ONE STORY BRICK/BLOCK BLDG.
FF. 648.61

(2) BICYCLE RACKS
SURFACE DRAINAGE FLOW (TYP)

V.B./5

**1-STORY
2,822 SF (GROSS)
1,800 SF (NET)**

CONC. FILLED BOLLARD W/ VINYL COVER (TYP)

CANOPY

DUMPSTER ENCLOSURE

BM/7

ASPHALT EV CHARGING STATION

R7-8P

TO/10

BIORETENTION ISLAND

LOADING/UNLOADING

SURFACE DRAINAGE FLOW (TYP)

WYE CONNECTION TO EX. COMBINED SEWER IE 6" 639.82±

WOODWARD AVE. 204 FT. WD (ASPHALT PAVED)

PUBLIC ALLEY 18 FT. WD.

EAST E. OAK RD. EX. 2 STORY

Various utility notes and dimensions are present throughout the site plan, including pipe sizes, elevations, and material specifications.

TRIP GENERATION

The trip generation for this analysis was calculated using the proposed land use and the ITE Trip Generation Manual, 10th Edition. The ITE Trip Generation Manual provides equations and rates to calculate the estimated traffic volumes for different land uses. The ITE land uses that provide the best approximation of trip generation for the future site build-out include the following:

- Land Use (882) Marijuana Dispensary

The proposed size of the dispensary was provided by Skymint, with 2,822 gross square feet at the proposed site. The ITE land uses and estimated trip generations for the Weekday AM and PM peaks for each variable are shown in the **Table 1**. There are 29 and 62 trips in the AM and PM Peak respectively.

TABLE 1: PEAK HOUR TRIP GENERATION

Marijuana Dispensary Trip Generation (Trip Generation Manual 10th Edition)										
Land Use Code	Description	Building Size (1000 Sqft)	AM Peak				PM Peak			
			Trips per 1000 Sqft	Enter	Exit	Total	Trips per 1000 Sqft	Enter	Exit	Total
882	Marijuana Dispensary	2.822	10.44	16	13	29	21.83	32	30	62
Total				16	13	29		32	30	62

PARKING ANALYSIS

A parking analysis was also required for this development to determine if a sufficient number of parking spaces are proposed. RSE performed peak hour parking observations of similar sites near the proposed site in the City of Ferndale and the City of Hazel Park to determine parking needs in the area. Observations were taken on a Friday (March 11th, 2022) from 4:00PM to 6:00PM as that was determined by RSE to be the peak hours of business. Sites included are as follows:

- 1921 Hilton Rd, Ferndale, MI
- 642 E 9 Mile Rd, Ferndale, MI
- 925 E Drayton St, Ferndale, MI
- 20940 John R Rd, Hazel Park, MI

Table 2 shows a summary of the parking observation results with the peak periods highlighted and the usable square footage and total parking spaces provided at each site and the proposed development. **Table 3** shows a further statistical summary of the results. None of the observed sites reached maximum capacity during the time window studied, while three out of the four sites were still less than 80% occupied in their peak period. The proposed development has a smaller usable floor area than all four of the observed sites and provides more parking spaces than all but the largest one.

TABLE 2: PEAK HOUR MARIJUANA DISPENSARY PARKING OBSERVATION RESULTS

Location	20940 John R Rd, Hazel Park		642 E 9 Mile, Ferndale Crucial		925 E Drayton, Ferndale Nature's Remedy		1921 Hilton, Ferndale Green Buddah		Proposed Development
Sqft	2,655		2,982		2,240		2,836		1,800
Total Spaces	22		32		23		23		27
Time	Percent Occupied	Spaces Occupied	Percent Occupied	Spaces Occupied	Percent Occupied	Spaces Occupied	Percent Occupied	Spaces Occupied	
16:00	91%	20	13%	4	65%	15	61%	14	
16:30	50%	11	22%	7	61%	14	65%	15	
17:00	50%	11	28%	9	61%	14	65%	15	
17:30	73%	16	16%	5	61%	14	78%	18	
18:00	77%	17	22%	7	43%	10	70%	16	

TABLE 3: PEAK HOUR MARIJUANA DISPENSARY PARKING OBSERVATION STATISTICS

	Percent Occupied	Spaces Occupied
Min	13%	4
Max	91%	20
Average	54%	12.6
Median	61%	14

The projected parking demand at the proposed development was calculated using this observed data. The spaces occupied at the peak window of each site was divided by the usable floor area to create a rate of spaces occupied per 1000 square feet. This was then averaged across the sites with the results shown in **Table 4**. The average and max rates (the latter also being a Skymint dispensary) were then multiplied with the 1,800 usable square feet of the proposed development to estimate about 11 to 14 spaces occupied at peak respectively, as shown in **Table 5**.

TABLE 4: PEAK SPACES OCCUPIED PER 1000 SQFT OF USABLE FLOOR AREA

Location	20940 John R Rd, Hazel Park Skymint	642 E 9 Mile, Ferndale Crucial	925 E Drayton, Ferndale Nature's Remedy	1921 Hilton, Ferndale Green Buddah	Average
Peak Spaces Occupied/1000 Sqft	7.5	3.0	6.7	6.3	5.9

TABLE 5: PROJECTED PEAK PARKING DEMAND AT PROPOSED DEVELOPMENT

Proposed Development Usable Sqft	Peak Spaces Occupied/1000 Sqft	Projected Peak Spaces Occupied	Total Spaces Provided	Projected Peak Percent Occupied
1,800	5.9	10.6	27	39%
	7.5	13.5		50%

The 27 proposed parking spaces greatly exceeds the projected parking demand of 11 to 14 spaces with a significant factor of safety. No additional parking spaces are recommended by RSE. The provided parking also exceeds the 9 spaces required by city ordinance (1 space per 200 usable square feet).

CONCLUSIONS AND RECOMMENDATIONS

Data from observation of nearby dispensary parking operations determined that the proposed number of parking spots exceeds the projected peak demand for the proposed development. No additional parking spaces are recommended by RSE.

Please let us know if there are questions or if you need anything further.

Regards,

RS Engineering, LLC



Steve Stramsak, PE, PTOE
Project Engineer

SAS/js



ARC2 LED

Architectural Wall Luminaire



Catalog
Number

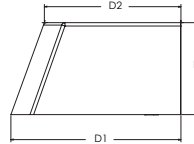
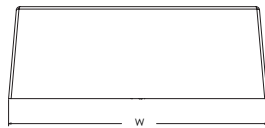
Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

Specifications

Depth (D1): 9.25"
Depth (D2): 7.5"
Height: 5"
Width: 14"
Weight: 11 lbs
(without options)



Introduction

The Lithonia Lighting ARC LED wall-mounted luminaires provide both architectural styling and visually comfortable illumination while providing the high energy savings and low initial costs for quick financial payback.

ARC2 delivers up to 6,500 lumens with a soft, non-pixelated light source, creating a visually comfortable environment. It offers integrated emergency battery backup options, including an 8W cold temperature option, making it suitable for pedestrian scale applications in any environment.

ARC LED Family Overview

Luminaire	Standard EM, 0°C	Cold EM, -20°C	Approximate Lumens (4000K)				
			P1	P2	P3	P4	P5
ARC1 LED	4W	--	1,500	2,000	3,000	--	--
ARC2 LED	4W	8W	1,500	2,000	3,000	4,000	6,500

Ordering Information

EXAMPLE: ARC2 LED P2 40K MVOLT PE DDBXD

Series	Package	Color Temperature	Voltage	Options	Finish
ARC2 LED	P1 1,500 Lumens	30K 3000K	MVOLT 347 ¹	E4WH Emergency battery backup, CEC compliant (4W, 0°C min) ¹	DDBXD Dark bronze
	P2 2,000 Lumens	40K 4000K		E8WC Emergency battery backup, CEC compliant (8W, -20°C min) ¹	DBLXD Black
	P3 3,000 Lumens	50K 5000K		PE Button type photocell for dusk-to-dawn operation	DNAXD Natural aluminum
	P4 4,000 Lumens			DMG 0-10V dimming wires pulled outside fixture (for use with an external control, ordered separately) ²	DWHXD White
	P5 6,500 Lumens			SPD6KV 6kV surge protection ¹	DSSXD Sandstone
				FAO Field adjustable light output device. Allows for easy adjustment to the desired light levels, from 20% to 100% ²	DDBTXD Textured dark bronze
					DBLBXD Textured black
					DNATXD Textured natural aluminum
					DWHGXD Textured white
					DSSTXD Textured sandstone

Accessories

Ordered and shipped separately.

WSBBW DDBXD U

Surface - mounted back box (specify finish)

NOTES

- 347V not available with E4WH, E8WC and SPD6KV.
- FAO not available with DMG.



COMMERCIAL OUTDOOR

One Lithonia Way • Conyers, Georgia 30012 • Phone: 1-800-705-SERV (7378) • www.lithonia.com
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ARC2 LED
Rev. 03/02/22

Performance Data

Lumen Output

Lumen values are from photometric tests performed in accordance with IESNA LM-79-08. Data is considered to be representative of the configurations shown, within the tolerances allowed by Lighting Facts. Contact factory for performance data on any configurations not shown here.

Performance Package	System Watts	30K (3000K, 80 CRI)					40K (4000K, 80 CRI)					50K (5000K, 80 CRI)				
		Lumens	LPW	B	U	G	Lumens	LPW	B	U	G	Lumens	LPW	B	U	G
P1	11W	1,502	142	0	0	1	1,587	150	0	0	1	1,598	151	0	0	1
P2	16W	2,250	140	0	0	1	2,377	147	0	0	1	2,393	148	0	0	1
P3	24W	3,206	135	0	0	1	3,387	143	0	0	1	3,410	144	0	0	1
P4	30W	3,903	128	1	0	1	4,124	136	1	0	1	4,152	136	1	0	1
P5	51W	6,260	122	1	0	1	6,615	129	1	0	1	6,659	130	1	0	1

Electrical Load

Performance Package	System Watts	Current (A)				
		120V	208V	240V	277V	347V
P1	11W	0.090	0.055	0.049	0.046	0.045
P2	16W	0.141	0.081	0.072	0.064	0.059
P3	24W	0.202	0.117	0.103	0.091	0.079
P4	30W	0.280	0.162	0.144	0.128	0.095
P5	51W	0.471	0.272	0.239	0.212	0.158

Lumen Output in Emergency Mode (4000K, 80 CRI)

Option	Lumens
E4WH	693
E8WC	1,413

Lumen Ambient Temperature (LAT) Multipliers

Use these factors to determine relative lumen output for average ambient temperatures from 0-40°C (32-104°F).

Ambient		Lumen Multiplier
0°C	32°F	1.04
10°C	50°F	1.03
20°C	68°F	1.01
25°C	77°F	1.00
30°C	86°F	0.99
40°C	104°F	0.97

Projected LED Lumen Maintenance

Data references the extrapolated performance projections for the platforms noted in a 25°C ambient, based on 10,000 hours of LED testing (tested per IESNA LM-80-08 and projected per IESNA TM-21-11). To calculate LLF, use the lumen maintenance factor that corresponds to the desired number of operating hours below. For other lumen maintenance values, contact factory.

Operating Hours	0	25,000	50,000	100,000
Lumen Maintenance Factor	1.0	>0.96	>0.93	>0.88

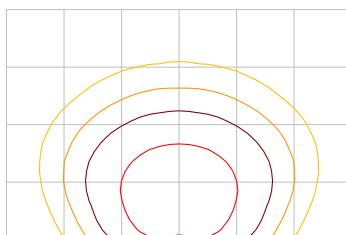
Photometric Diagrams

To see complete photometric reports or download .ies files for this product, visit the Lithonia Lighting ARC LED homepage. Tested in accordance with IESNA LM-79 and LM-80 standards.

LEGEND

- 0.25 fc
- 0.5 fc
- 1.0 fc
- 3.0 fc

MH = 15ft
Grid = 15ft x 15ft



ARC2 LED P3 40K



COMMERCIAL OUTDOOR

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ARC2 LED
Rev. 03/02/22

Emergency Egress Options

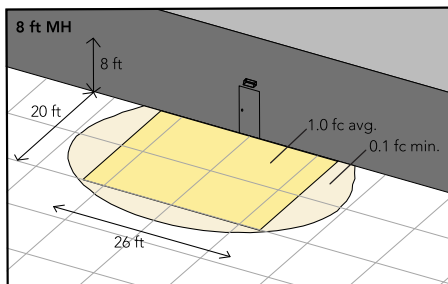
Emergency Battery Backup

The emergency battery backup is integral to the luminaire — no external housing required! This design provides reliable emergency operation while maintaining the aesthetics of the product. All emergency battery backup configurations include an independent secondary driver with an integral relay to immediately detect loss of normal power and automatically energize the luminaire. The emergency battery will power the luminaire for a minimum duration of 90 minutes (maximum duration of three hours) from the time normal power is lost and maintain a minimum of 60% of the light output at the end of 90 minutes.

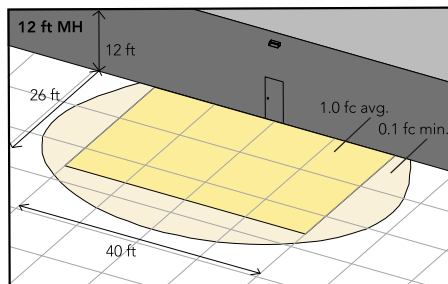
Applicable codes: NFPA 70/NEC – section 700.16, NFPA 101 Life Safety Code Section 7.9

The example below shows illuminance of 1 fc average and 0.1 fc minimum in emergency mode.

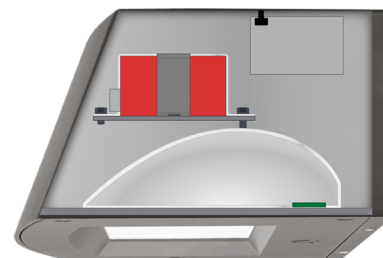
Grid = 10ft x 10ft



ARC2 LED 40K MVOLT E4WH



ARC2 LED 40K MVOLT E8WC



Self-contained solution for clean aesthetic

Mounting, Options & Accessories

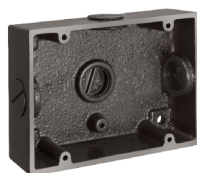


E4WH and E8WC – Emergency Battery Backup

D = 6.5"

H = 5"

W = 11"



BBW – Standard Back Box

D = 1.5"

H = 4"

W = 5.5"

For surface conduit applications.
3/4" conduit entry holes.

FEATURES & SPECIFICATIONS

INTENDED USE

The clean architectural shape of the ARC LED was designed for applications such as hospitals, schools, malls, restaurants, and commercial buildings. The long-life LEDs and driver make this luminaire nearly maintenance-free.

CONSTRUCTION

The die-cast aluminum housing and door act as heat sinks to optimize thermal transfer from the light engine and driver to promote long-life. The die-cast door frame is fully gasketed with a one-piece solid silicone gasket to keep out moisture and dust, providing an IP65 rating for the luminaire.

FINISH

Exterior painted parts are protected by a zinc-infused Super Durable TGIC thermoset powder coat finish that provides superior resistance to corrosion and weathering. A tightly controlled multi-stage process ensures a 3 mils thickness for a finish that can withstand extreme climate changes without cracking or peeling. Standard Super Durable colors include dark bronze, black, natural aluminum, sandstone and white. Available in textured and non-textured finishes.

OPTICS

Recessed lens to cut off high angle light and reduce glare. Combination of diffused lens and reflector design has low surface brightness creating a visually comfortable environment with great distribution. LEDs are fully hidden from view to eliminate pixelization and harsh glare. The ARC LED has zero uplight and qualifies as a Nighttime Friendly™ product, meaning it is consistent with the LEED® and Green Globes™ criteria for eliminating wasteful uplight.

ELECTRICAL

Light engine consists of high-efficiency LEDs mounted to metal-core circuit boards to maximize heat dissipation and promote long-life (up to L88/100,000 hours at 25°C). The electronic driver has a power factor of >90%, THD <20%. Luminaire is 0-10V dimmable.

INSTALLATION

The universal wall plate, supplied with the luminaire, fits multiple size junction boxes and supports it during wiring for easy installation. Built-in wet location wiring compartment on the luminaire to accommodate wiring connections for applications with no junction box. Design can withstand up to a 1.5 G vibration load rating per ANSI C136.31.

LISTINGS

CSA certified to U.S. and Canadian standards. Luminaire is IP65 rated. DesignLights Consortium® (DLC) Premium qualified product and DLC qualified product. Not all versions of this product may be DLC Premium qualified or DLC qualified. Please check the DLC Qualified Products List at www.designlights.org/QPL to confirm which versions are qualified. International DarkSky Association (IDA) Fixture Seal of approval (FSA) is available for all products on this page utilizing 3000K color temperature only. Rated for -40°C minimum ambient.

WARRANTY

5-year limited warranty. This is the only warranty provided and no other statements in this specification sheet create any warranty of any kind. All other express and implied warranties are disclaimed. Complete warranty terms located at: www.acuitybrands.com/support/warranty/terms-and-conditions

Note: Actual performance may differ as a result of end-user environment and application. All values are design or typical values, measured under laboratory conditions at 25 °C. Specifications subject to change without notice.



ATTACHMENT R

Community Involvement

ATTACHMENT S

Establishment Business Plan

SKYMINTTM

BRANDS

Executive Summary – Establishment Business Plan

The District Park, LLC d/b/a Skymint (“District Park”) prides itself at setting the bar for compliance, exceptional products, industry-leading customer experience, and its reputation for being an excellent corporate resident. The Establishment Business Plan details the proposed facility structure and location, facility, operations, HVAC and odor mitigation devices, facility storage plan, sanitation plan, waste disposal plan, security plan, and succession plan.

Facility Structure and Location

District Park is proposing a marijuana facility at 23622 and 23616 Woodward Avenue for the purposes of opening a 2,822 square foot recreational and medical marijuana retail establishment. The proposed location is within the C zoning district which allows for the proposed use and the proposed building will be over 200 feet away from the nearest residentially and used structure. The facility will be operated under the name “Skymint” and will feature a welcoming, aesthetically pleasing, warm Scandinavian design which has been highly regarded in each community where Skymint operates.

Facility Operations

Skymint is proposing to be open to the public from 10:00 am to 9:00 pm, seven days a week, which is compliant with local ordinance. Daily operations will be divided into two shifts and shift managers will take daily shift notes to track sales numbers, patient counts, security, inventory, compliance, and other significant observations. Our proposed operation will include at least 12 employees, but more may be needed in the future, depending upon store success and customer demand. All employees hired will report to our corporate retail team, which has a demonstrated history of national retail experience.

HVAC and Odor Mitigation Devices

Skymint has never had an odor complaint at any of its retail locations, which is the result of multiple controls to ensure a positive community impact and compliance. Like many of our locations, the proposed project will include both primary and secondary HVAC systems, which will be equipped with advanced carbon filtration, which are proven to ‘scrub’ the air for odor and other pollutants. Additionally, Skymint further reduces the risk of odor by using specially designed packaging and dispensing practices, in addition to storage practices that have been proven to mitigate odors. Several standard operating procedures (“SOPs”) are also included in the daily operation of Skymint establishments, such as a daily manager facility perimeter walk, to detect and correct any observed odor emitting from the facility. Additionally, Skymint has put in place SOPs for the intake, diagnostic, and correction of odor complaints in the highly unlikely event that they arise.

Facility Storage Plan

Proper inventory storage requires strategic planning to minimize and eliminate the risk of theft, diversion, unauthorized access to restricted areas, mishandling of sensitive materials, manipulation of inventory controls, cross contamination, and spoiling of finished products. Because of this, Skymint has developed, with the approval of the Michigan Cannabis Regulatory Agency ('CRA'), protocols and SOPs that dictate methods of storage in facilities. Additionally, Skymint works with customers for responsible storage at home and also has SOPs for any damaged or defective products. In addition to product storage, while only 20% of Skymint's sales are conducted through cash transactions, any cash on site is stored in a secured, limited access area and is transported by third-party secure transportation.

Sanitation Plan

Skymint has developed sanitation and product handling SOPs pursuant to the best industry practices to maintain a clean and sanitary facility that ensures the safety and integrity of the products that will be dispensed to the public. These SOPs include daily and weekly sanitation practices and contamination prevention initiatives that are user-friendly and easy to maintain by staff. Store management is responsible for implementation and continued adherence.

Waste Disposal Plan

Skymint's waste disposal plan ensures the safe disposal of wastes that must be handled appropriately to avoid endangering public health and the environment. These wastes may be regulated as solid or hazardous wastes and may include marijuana plant material, marijuana-infused products, and other wastes.

Security Plan

Skymint's baseline security requirements for retail facilities are not to simply reiterate existing standards and requirements set for by regulators but are to exceed the standards in every way to provide protection to citizens, retailers, customers, and assets. Skymint's security plan includes on site security, video surveillance, cyber security, alarms, and a response plan that is all coordinated with our own security team, based out of a central command center. Skymint's security plan also includes local considerations and unique concerns of local units of government, such as coordination with local law enforcement and the CRA.

Succession Plan

As District Park is an entity, and solely owned by Green Peak Industries, Inc, in the event of an incapacitation due to death on the part of District Park's Manager, Jeffrey Donahue, a new manager will be appointed in his place.

The District Park LLC (Skymint) Application Forms and Documents Review

The District Park, LLC		Provided	Comments
Application Forms			
	Marijuana Facility License Application pp 1-3	X	
	Marijuana Facility License Attachment Checklist	X	
	Marijuana Facility License Attestations	X	
Required Attachments			
Attachment A: Entity Documents			
	Operating, Shareholder, Partnership Agreement/Bylaws	X	
	Articles of Organization/Incorporation	X	
	Organizational Chart/Additional Support	X	
	Certificate of Good Standing	X	
	Assumed Name Registration	X	
Attachment B: State Application Status			
	Pre-Qualification under MMFLA/MRTMA	X	
	Licensure under MMFLA/MRTMA	X	
	*Retail Delivery authorization to deliver as applicable	X	
Attachment C: Distance to Nearest Redimensionally Zoned/Used Structure			
	Aerial map/measurement	X	
Attachment D: Property Ownership			
	Deed/Lease/Real Estate Interest	X	
	Owner authorization (if not owner)	X	Provided by both current and prospective property owners
	Parking Agreements	X	Provided - 10 year terms. Addressed in operations agreement.
Attachment E: Owner/Applicant Information			
	Copies Owners/Applicants Driver's Licenses	X	
	List of Parties having Ownership in Entity	X	
Attachment F: Marijuana Operations			
	Marijuana Operations Info or Attestation of No Operations	X	
	Profit & Loss Summary	X	
Attachment G: Regulatory History			
	Regulatory History Suspensions or Revocations	X	
Attachment H: Tax Delinquency			
	Tax Delinquency Complaints/Notices re: Payment or Tax Dispute	X	
Attachment I: Other Pleasant Ridge Properties (as applicable)			
	Owned/Leased Property Info - commercial	n/a	
	Owned/Leased Property Info - residential	n/a	
Attachment J: Insurance & Security			
	Insurance Quote	X	
	Security Quote	X	
Attachment K: Bankruptcy (as applicable)			
	Bankruptcy Explanation/Accompanying documents	X	
Attachment L: Capitalization			
	Explanation/Documentation to Operate Establishment	X	
Attachment M: Criminal History (as applicable)			
	Entity/Applicant Disclosures	X	
	Personal Disclosures	X	
Attachment N: Regulatory Compliance (as applicable)			
	History of Noncompliance w/ Regulatory Requirements	X	
The District Park, LLC		Provided	Comments

Attachment O: Litigation (as applicable)			
	Explanation/Documentation as Defendant in Business Litigation	X	
Attachment P: Chemical Storage (as applicable)			
	Cultivation/Processing Plan for Processor Applicants	X	
Attachment Q: Site Plan/Neighborhood Compatibility Plan			
	Site Plans	X	
	Lighting Plan	X	
	Landscape/Other Aesthetic Improvements	X	
Attachment R: Community Involvement			
	Past, Present and Proposed Community Involvement	X	
Attachment S: Establishment Business Plan			
	Waste Disposal Plan	X	
	Security Plan	X	
	Sanitation Plan	X	
	Odor Mitigation Plan	X	
	Succession Plan	X	

The District Park LLC (Skymint) Application Forms and Documents Review

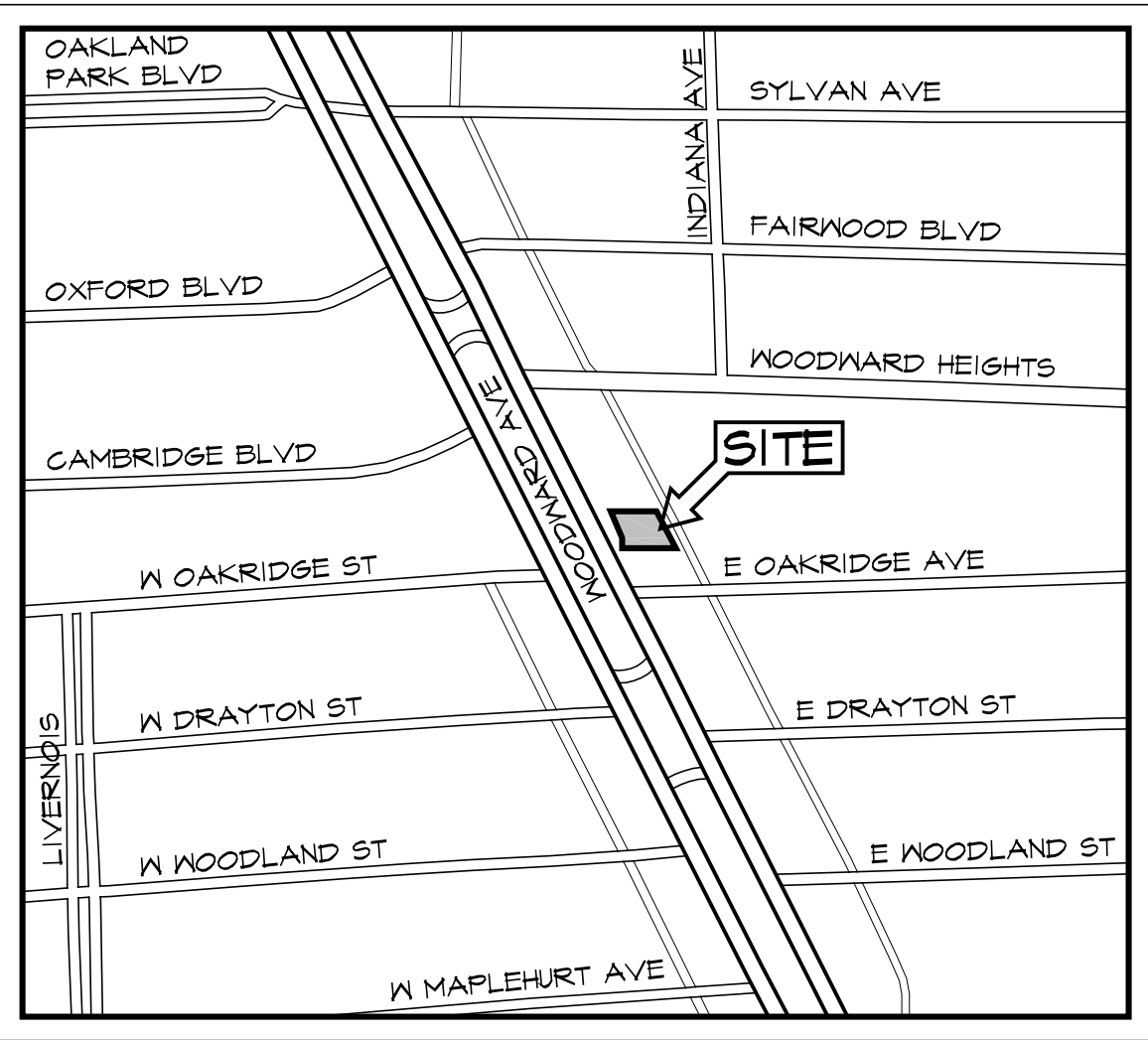
The District Park, LLC		Complies?	Comments
Section 18-292 - Location, Number, and Types of Licenses			
a.	Zoning - located in C or W district	yes	C zoning district
b.	Separated 200 feet from zoned or used residential structure	yes	At least 201 feet of separation
d.	Meets all zoning district requirements	yes	
e.	Dual licensure	yes	Applying for retailer and provisioning center license
g.	City license available	yes	1 remaining
Section 18-293 Facility Requirements			
a.	Licensing and Insurance	yes	All required information provided
b.	Operating Standards	yes	Application compiles. Facility must operate in compliance.
c.	Parking requirements	yes	10 required, 10 provided on-site, 25 total with lease agreements
d.	Security	yes	Application complies
Section 18-294 Application and Fee Requirements			
a.	Application complies with City requirements	yes	
b.	Site plans provided	yes	Site plans comply with ordinance requirements
d.	Fees provided	yes	
Section 18-295 - Application Review			
a.1	Compliance with application requirements	yes	
a.2	Compliance with ordinance requirements	yes	
a.3	Qualifications of the applicant	yes	Application demonstrates financial and operational capacity
a.4	Capitalization and means to operate the facility	yes	Documentation provided
a.5	Business history and experience	yes	At least 19 other facilities operating statewide
a.6	Business history with Pleasant Ridge	n/a	
a.7	Prior or current licensure	yes	No license issues at other facilities
a.8	Non-marijuana business interests	yes	No concerns
a.9	Regulatory compliance/legal history	yes	No violations or concerns identified
a.10	Strengenh of business plan	yes	Credible business plan provided
a.11	Integrity, moral charager, and cooperation with City	yes	No concerns identified, applicant has been professional in dealings w/City
a.12	Financial benefit to the city	yes	Small taxable value loss. Other marijuana revenues should result in net gain
a.13	Neighborhood compatibility	yes	Neighborhood compatibility concerns considered in application
a.14	Community involvement	yes	Plan provided
a.15	Proposing to replace existing business?	yes	Occupying a vacant space, no existing business will be replaced
a.16	Capital Investment	yes	Nearly \$2 million of capital investment planned
a.17	Status of Michigan licensure	yes	In good standing
a.18	Security plan	yes	Provided
a.19	Any other considerations	yes	No other considerations identified

SKYMINT PROVISIONING CENTER

23622 WOODWARD AVE, PLEASANT RIDGE, MI 48069

ARCHITECT
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ARCHITECTURAL SHEET INDEX		
SHEET	SHEET DESCRIPTION	DATE
IX	SITE PLAN REVIEW	01/11/22
A-1	GRAPHIC FLOOR PLAN	01/11/22
A-3	GRAPHIC BUILDING ELEVATION	12/17/21
C-1	GRAPHIC PARKING SIGNAGE PLAN	05/03/22

CIVIL SHEET INDEX		
SHEET	SHEET DESCRIPTION	DATE
SP-1	EXISTING SITE SURVEY AND DEMOLITION	05/03/22
SP-2	GRAPHIC SITE PLAN, LANDSCAPE, AND PHOTOMETRIC PLAN	05/03/22
SP-3	SITE DETAILS AND BUFFER MAP	05/03/22
SP-4	STORM DETENTION CALCULATIONS	05/03/22

SITE PLAN APPROVAL

SITE PLAN APPROVAL

SITE PLAN APPROVAL

01/11/22

04/21/22

05/03/22

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Project Type

RENOVATION

Project

SKYMINT
PROVISIONING CENTER

23622 WOODWARD AVE.
PLEASANT RIDGE, MI 48069

Client

THE
DISTRICT PARK
LLC

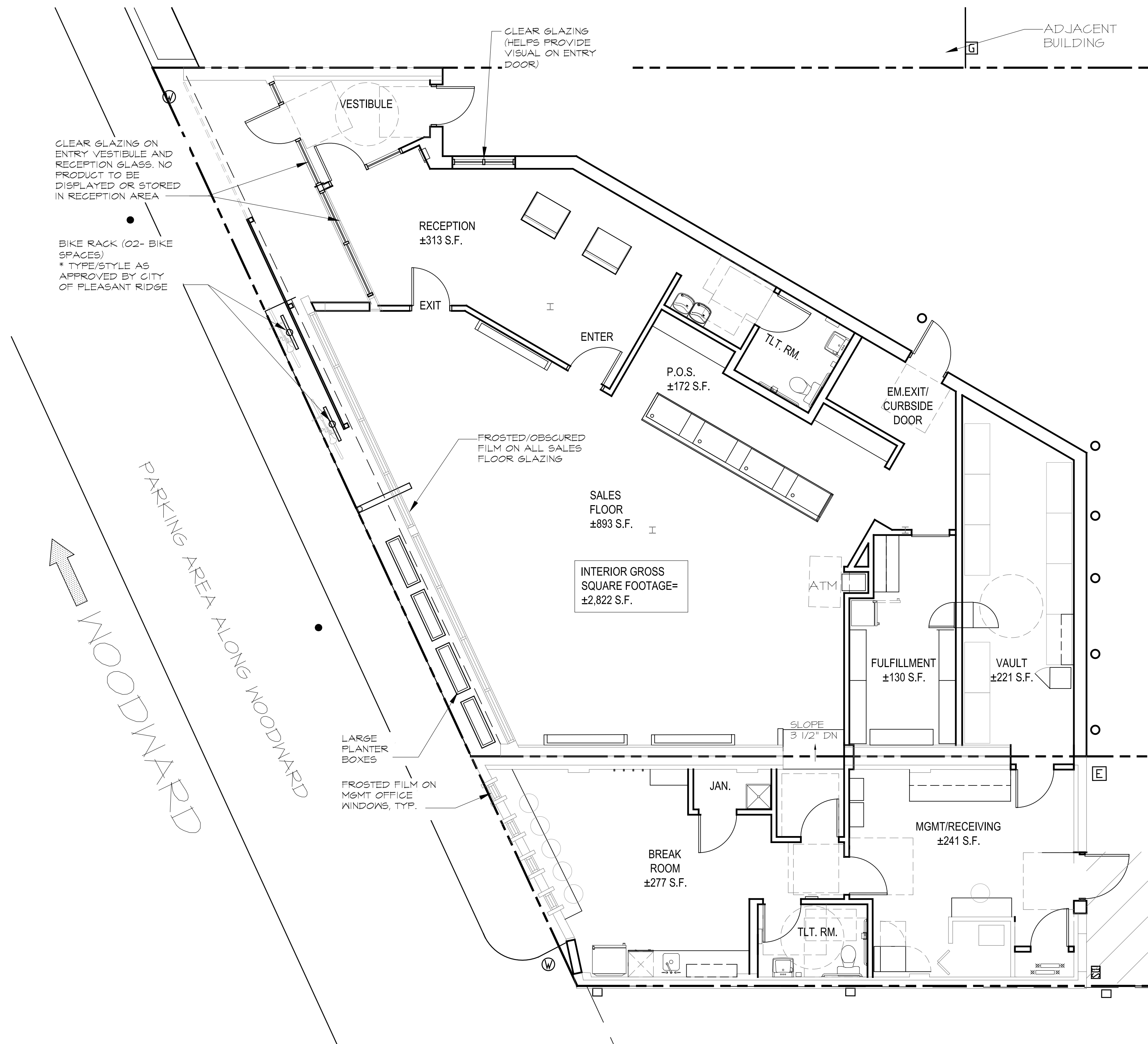
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Project Number

21.143

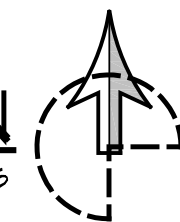
Sheet

IX



PRELIMINARY FLOOR PLAN

3/16"=1'-0" @ 24x36



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01/11/22

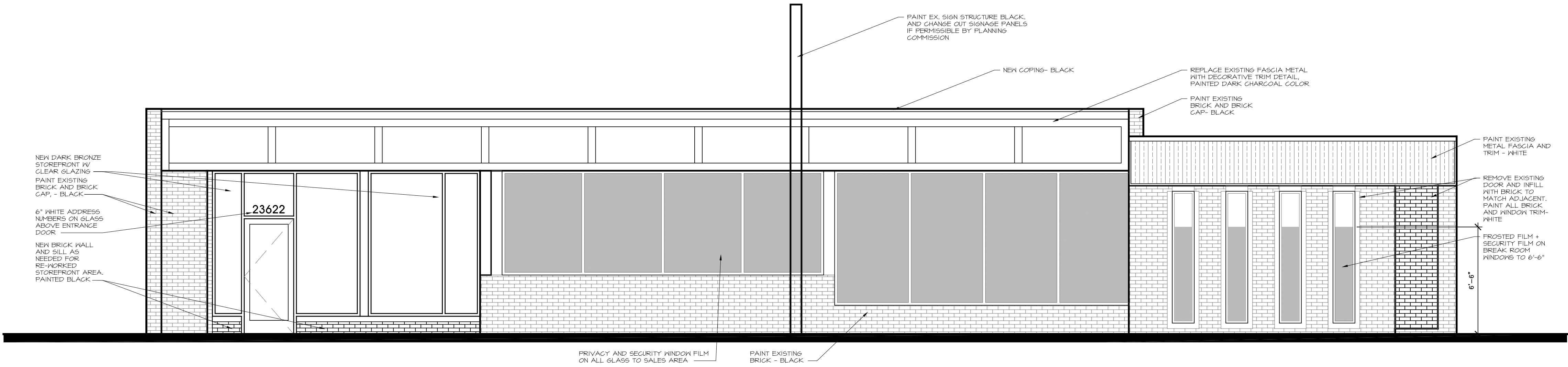
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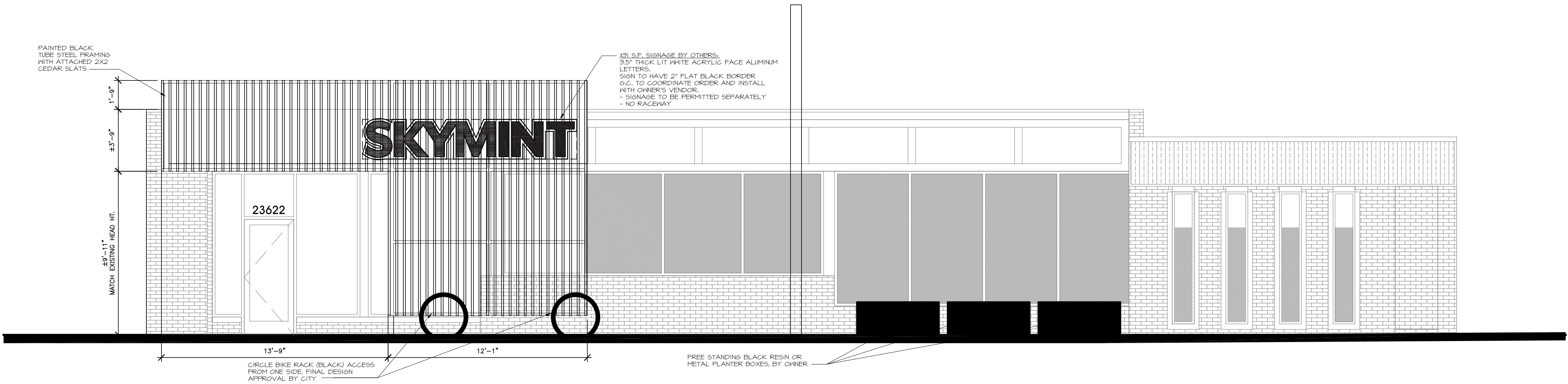
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Project SKYMINT PROVISIONING CENTER
Client THE DISTRICT PARK LLC

Project Number 21.143
Sheet A-1



WEST FACADE
1/4"=1'-0"



WEST FACADE DESIGN ACCENT LAYER
1/4"=1'-0"

BUILDING WALL SIGNAGE

ALLOWABLE WALL SIGNAGE:
A. MAXIMUM AREA OF SIGN: FIFTEEN (15) PER CENT OF BUILDING FACADE AREA UPON WHICH THE SIGN IS PLACED, NOT TO EXCEED TWO HUNDRED (200) SQUARE FEET MAXIMUM (MAXIMUM AREA OF SIGNS TO INCLUDE THE SUM OF THE BUILDING FACADE AREA OF ALL WALL SIGNS PER FRONTAGE).

WEST ELEVATION=21054 SQUARE FT X.15 = 1581 S.F. ALLOWABLE WALL SIGN

PROPOSED BUILDING WALL SIGNAGE:
WEST ELEVATION: 31 S.F. < 1581 S.F. ALLOWED = OK

NOTE!!!!
THE SIGNAGE SHOWN IS FOR ILLUSTRATIVE PURPOSES ONLY, DO NOT SCALE THE ARCHITECTURAL DRAWINGS FOR FABRICATION OF SIGN DRAWINGS - THESE DRAWINGS ARE NOT SHOP DRAWINGS. THE SIGN VENDOR SHALL, PRIOR TO FABRICATING ANY SIGNS, VISIT THE PROJECT SITE TO MEASURE & OBSERVE FIELD CONDITIONS.

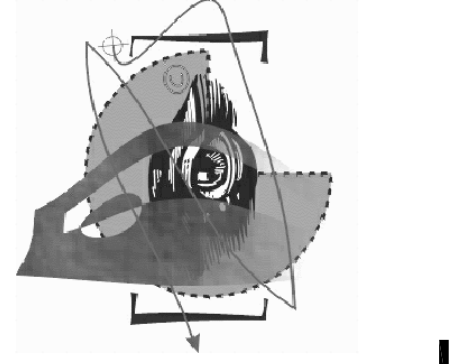
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SITE PLAN APPROVAL
12/17/21

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Project Type
RENOVATION

Project
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PROVISIONING CENTER
23622 WOODWARD AVE.
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Client
THE
DISTRICT PARK
LLC

Project Number
21.143

Sheet
A-3

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SKYMINT
PREMIUM CANNABIS

CUSTOMER PARKING
AVAILABLE BEHIND
BUILDING.

PLEASE ACCESS
THROUGH ALLEY.

SIGN 'A'

SKYMINT
PREMIUM CANNABIS

EMPLOYEE
PARKING
ONLY

VIOLATORS TOWED AT
OWNERS EXPENSE

SIGN 'B'

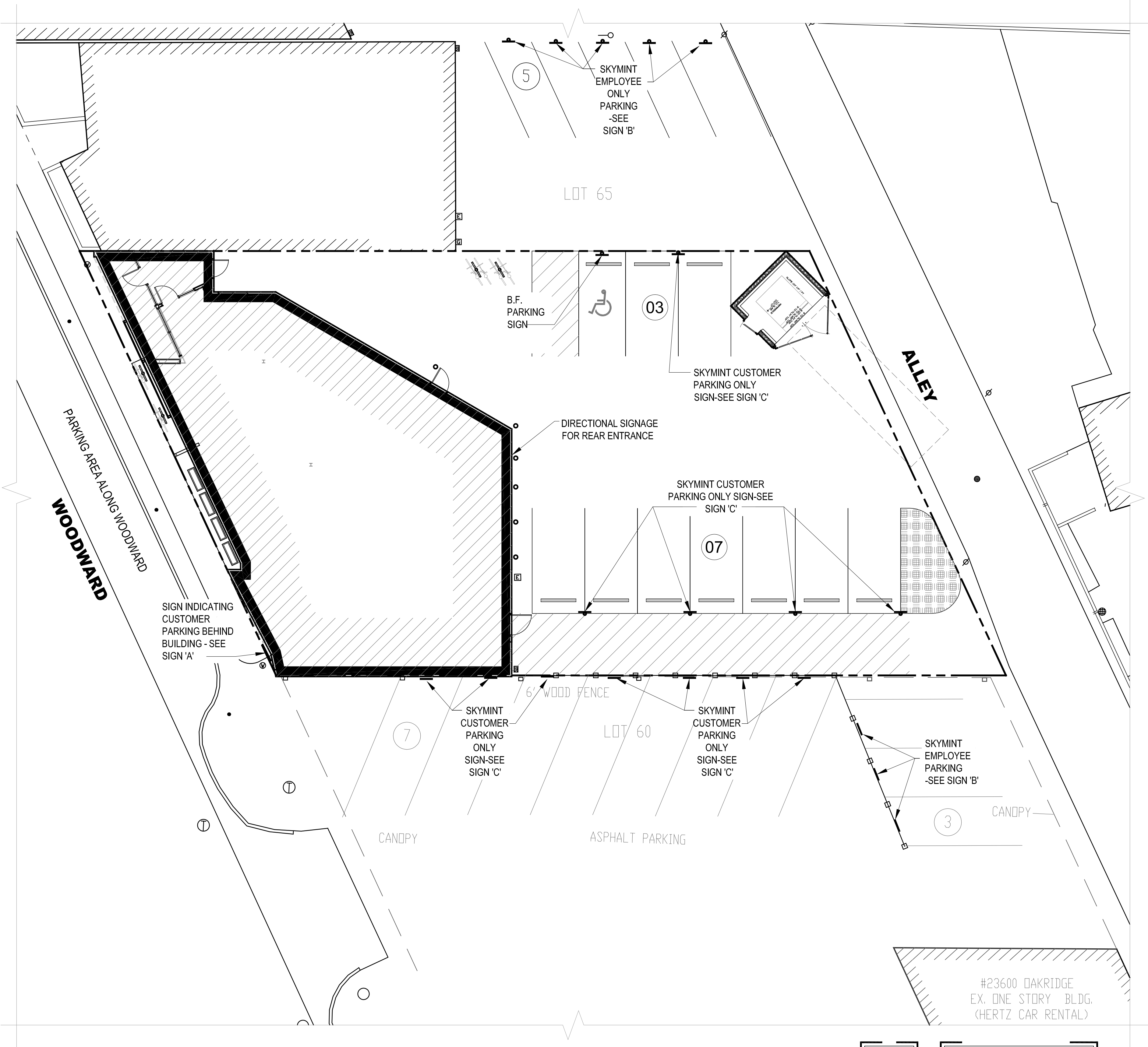
SKYMINT
PREMIUM CANNABIS

CUSTOMER
PARKING
ONLY

VIOLATORS TOWED AT
OWNERS EXPENSE

SIGN 'C'

SAMPLE-OWNER PROVIDED PARKING SIGNS



GRAPHIC PARKING SIGNAGE PLAN

1"=10'-0"

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SITE PLAN APPROVAL
SITE PLAN APPROVAL
04/20/22
05/03/22

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DISTRICT PARK
LLC

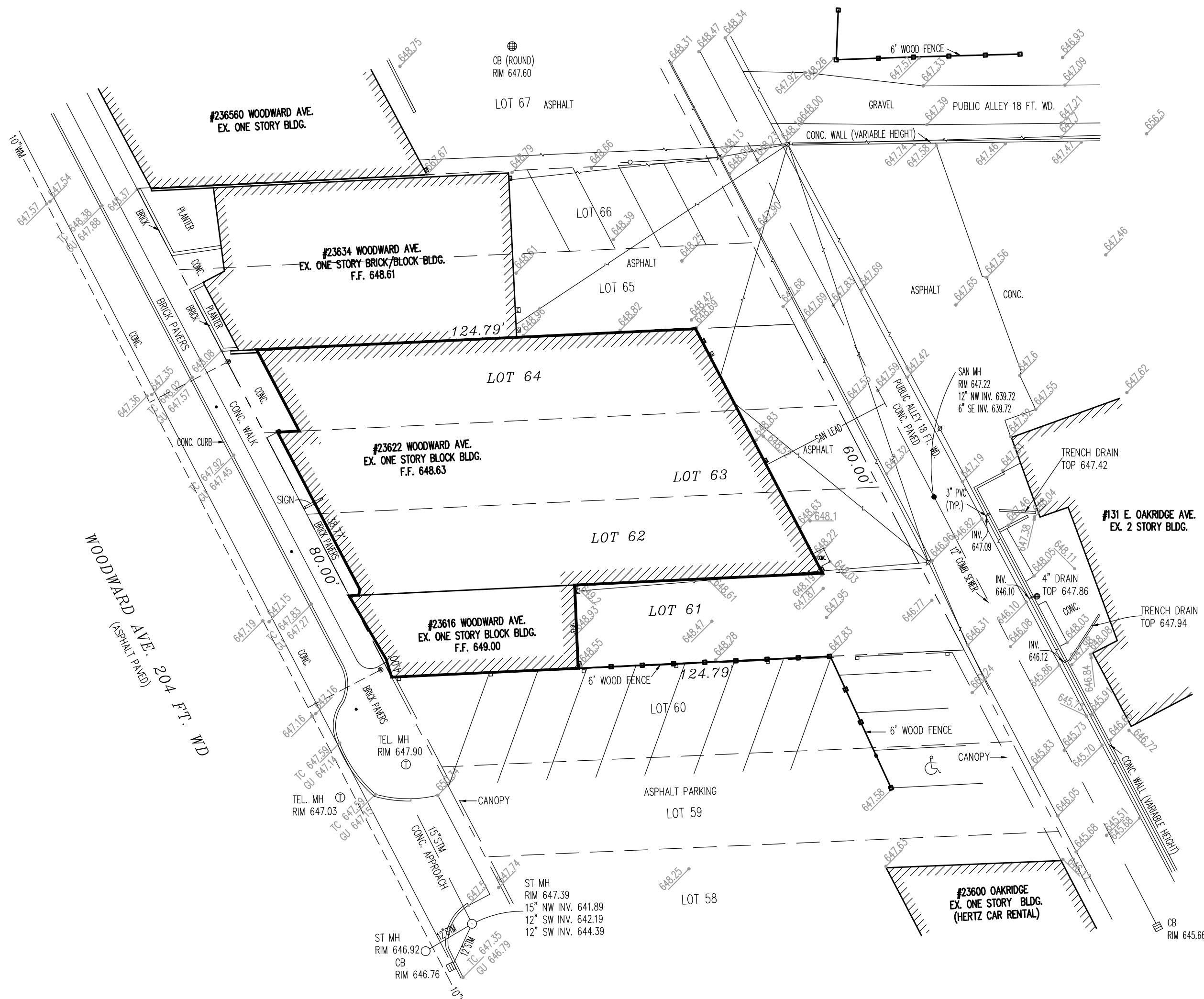
Project Number

21.143

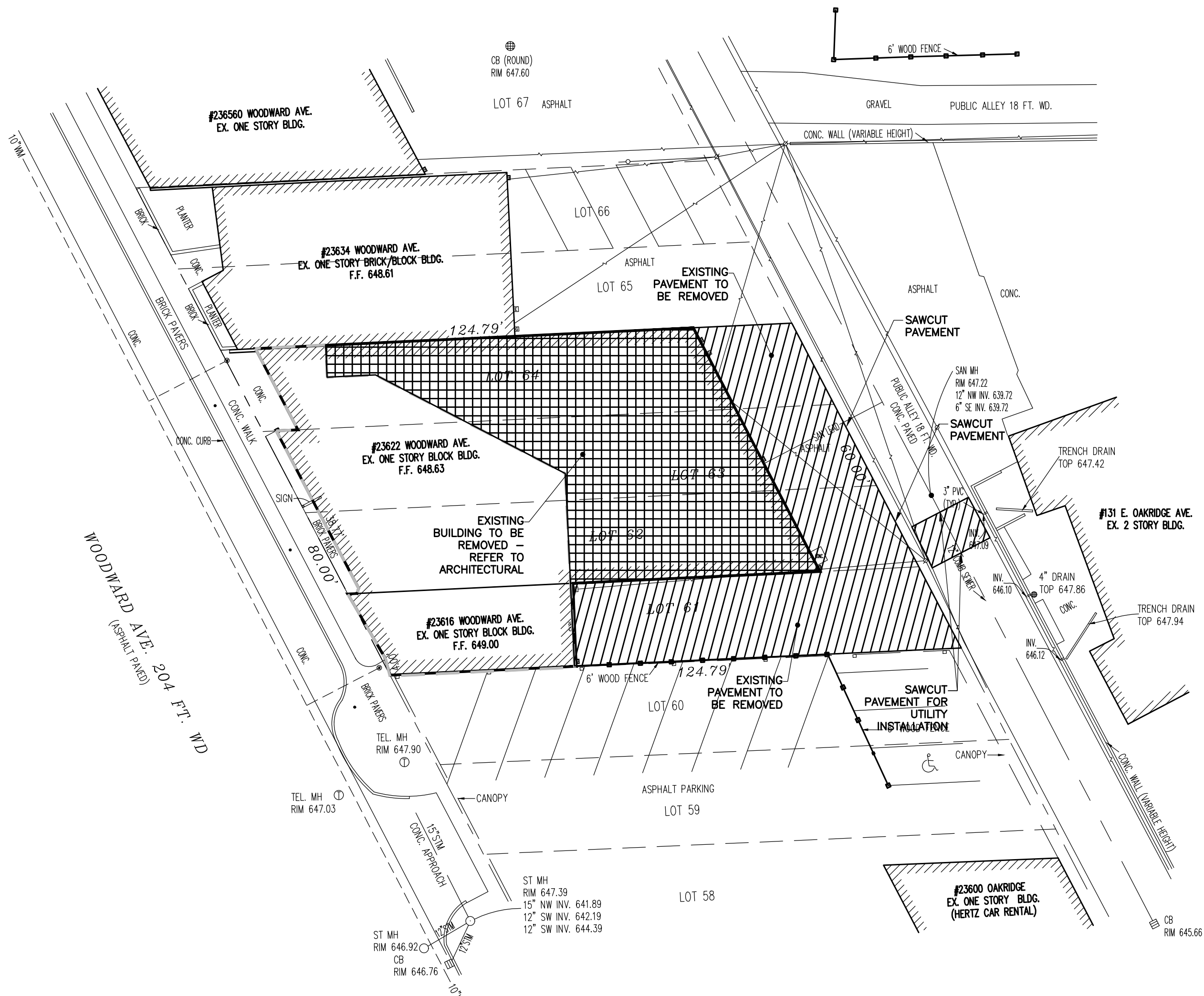
Sheet

C-1

SURVEY PLAN



REMOVAL PLAN



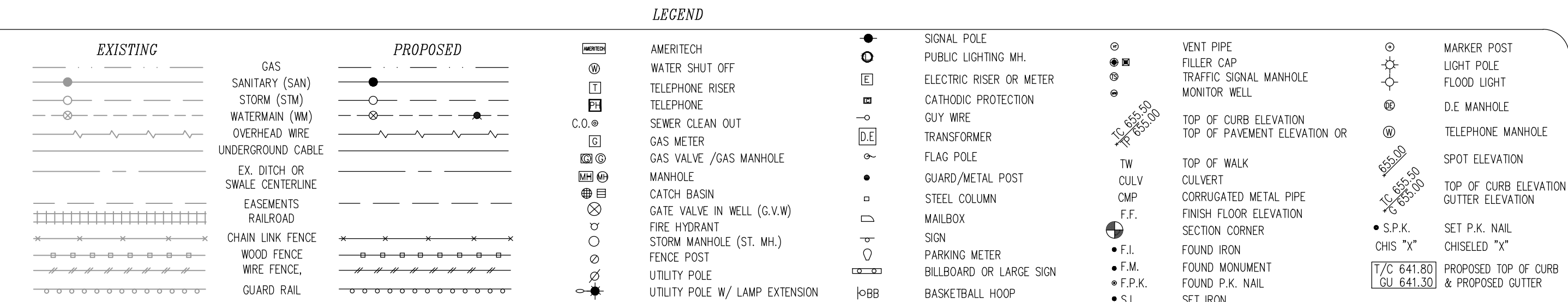
LEGAL DESCRIPTION
LAND SITUATED IN THE CITY OF PLEASANT RIDGE, COUNTY OF OAKLAND, STATE OF MICHIGAN TO WIT: LOTS 61, 62, 63 AND 64 OF WOODLAND HEIGHTS SUBDIVISION NO. 2, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 10 OF PLATS, PAGE 27, OAKLAND COUNTY RECORDS

ZONING INFORMATION
ZONED- C (COMMERCIAL COMMUNITY)
SETBACKS:
FRONT:- 10'
REAR:- 10'
SIDE:- 0'

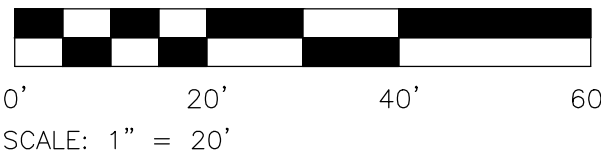
BENCHMARKS
B.M. #1 - RIM OF TELEPHONE MANHOLE
ELEVATION= 647.90 (NAVD88)
B.M. #2 - RIM OF SANITARY MANHOLE
ELEVATION= 647.22 (NAVD88)

REMOVAL NOTES

1. CONTRACTOR TO PROVIDE NECESSARY SIGNAGE, BARRICADES AND OTHER DEVICES FOR PROTECTION OF THE PUBLIC AND CONSTRUCTION WORKERS PRIOR TO PERFORMING ANY WORK. TRAFFIC CONTROL TO CONFORM TO M.M.U.T.C.D.
2. ALL TEMPORARY SOIL EROSION AND SEDIMENTATION CONTROL MEASURES ARE TO BE IN PLACE PRIOR TO STARTING REMOVALS.
3. IT IS THE CONTRACTOR'S RESPONSIBILITY TO SECURE ALL PERMITS AND POST ALL BONDS PRIOR TO CONSTRUCTION, OR ENSURE THAT ALL REQUIRED PERMITS AND BONDS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION.
4. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION BY CALLING MISS-DIG AT 1-800-482-7171 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATION.
5. THE CONTRACTOR SHALL ASSUME RESPONSIBILITY FOR THE PROTECTION OF ALL EXISTING UTILITIES DURING CONSTRUCTION. ALL UTILITIES DAMAGED DURING CONSTRUCTION SHALL BE REPAIRED WITH LIKE MATERIAL. THE EXACT LOCATION OF EXISTING UTILITIES SHALL BE LOCATED BY HAND DIGGING.
6. ALL DEMOLITION MATERIAL SHALL BE DISPOSED OF OFF-SITE. DISPOSE OF ALL DEBRIS LEGALLY OFF-SITE.
7. THE CONTRACTOR SHALL BE LIABLE FOR ANY DAMAGE TO STREETS, SIDEWALKS OTHER STRUCTURES AND ADJACENT AREAS CAUSED BY DEMOLITION OR HAULING OPERATIONS.
8. THE CONTRACTOR SHALL TAKE ALL NECESSARY ACTIONS TO ENSURE WORKER SAFETY AND COMPLIANCE WITH MI-OSHA GUIDELINES.
9. CONTRACTOR SHALL FULLY REMOVE ALL BUILDING STRUCTURES, SLABS AND FOUNDATIONS AS INDICATED.
10. SAWCUTTING OF CONCRETE SHALL BE AT THE LOCATION INDICATED OR AT THE NEAREST JOINT.



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3253 LYNHURST CT., OAKLAND MI 48306
TEL (248) 670-6556

SKYMINT

SCALE: 1"=20'	DATE: 01-10-2022	JOB #: 21172	SHEET:
DRAWN BY: ACA	CHECKED BY: MMF	APPROVED BY:	
APPLICATION 01/10/2022	SP-1		
ADD PARKING 04/15/2022			

SITE LAYOUT PLAN

GENERAL NOTES

1. REFER TO ARCHITECTURAL PLANS TO VERIFY BUILDING DIMENSIONS.
2. IT IS THE CONTRACTOR'S RESPONSIBILITY TO SECURE ALL PERMITS AND POST ALL BONDS PRIOR TO CONSTRUCTION, OR ENSURE THAT ALL REQUIRED PERMITS AND BONDS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION.
3. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION BY CALLING MISS-DIG AT 1-800-482-7171 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATION.
4. THE CONTRACTOR SHALL ASSUME RESPONSIBILITY FOR THE PROTECTION OF ALL EXISTING UTILITIES DURING CONSTRUCTION. ALL UTILITIES DAMAGED DURING CONSTRUCTION SHALL BE REPAIRED WITH LIKE MATERIAL. THE EXACT LOCATION OF EXISTING UTILITIES SHALL BE LOCATED BY HAND DIGGING.
5. DIMENSIONS ARE TO FACE OF CURB, OUTSIDE FACE OF BUILDING, EDGE OF PAVEMENT, CENTER OF STRUCTURE OR OTHERWISE INDICATED.
6. ALL PAVING MATERIALS AND OPERATIONS SHALL BE IN CONFORMANCE WITH THE CITY OF PLEASANT RIDGE AND MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION.
7. PARKING STALL SPACES TO BE 4" SOLID WHITE PAINT STRIPES. HANDICAP PARKING TO BE 4" SOLID BLUE PAINT STRIPES W/ BARRIER FREE STRIPPING OF 4" SOLID BLUE @ 2' O.C. ON 45° ANGLE.
8. ALL WORK SHALL CONFORM TO THE CURRENT CITY OF PLEASANT RIDGE STANDARDS AND SPECIFICATIONS.

SIGN TABLE	
DESCRIPTION	MMUTCD
HANDICAP (VAN)	R7-8P

SITE

PROPERTY AREA = 9,061 S.F.
EXISTING IMPERVIOUS AREA = 9,061 S.F.
PROPOSED IMPERVIOUS AREA = 8,448 S.F.
REDUCTION IN IMPERVIOUS SURFACE = -6.8%

PLANTING LIST

QUANTITY	KEY	BOTANICAL NAME	COMMON NAME	SIZE
10	TO	THUJA OCCIDENTALIS 'MISSION'	TECHNY ARBORVITAE	4' HT
5	SED	SEDUM X 'NEON'	NEON SEDUM	#1 POT
6	RFG	RUBECKIA FULGIDA S. 'GOLDSTRUM'	GOLDSTRUM ORANGE CONEFLOWER	#1 POT
5	VB	VIBURNUM DENTATUM 'BLUE MUFFIN'	BLUE MUFFIN ARROWWOOD VIBURNUM	30" B&B
5	SG	SPIRAEA JAPONICA 'GOLD FLAME'	GOLD FLAME SPIRAEA	30" B&B
7	BM	BUXUS MICROPHYLLA JAPONICA 'WINTER GEM'	WINTER GEM BOXWOOD	30" B&B

BIORETENTION CALCULATION

- I. Water Quality Control**
- | | | |
|---|---|------------|
| 1) Developed area contributing runoff (a) | = | 0.21 acres |
| Developed Runoff Coefficient (c) | = | 0.85 |
| 2) 90th percentile storm (1-inch) for water quality (P) | = | 1 inch |
| 3) Water Quality Control (V= 3,360 x P x C x A) | = | 642 cft |

- II. Bioretention Storage Volume**
- Bioretention Volume = Surface Storage Volume + Soil Storage Volume + Infiltration Volume
- Bioretention Volume: = 657 cf

Surface Storage Volume	ELEV	AREA	AVG.	VOLUME
		(ft ²)		(ft ³)
	645.85	0.0	18.74	0.00
	645.95	37.5	57.15	9.37
	646.05	76.8	92.69	37.95
	646.15	108.6	84.29	84.29
	646.25	122.5	115.54	142.06
	646.35	131.3	126.91	205.51
	646.45	140.5	135.92	273.47
	646.50	160.0	150.26	348.60

Soil Storage Volume

Area: = 120.0 sf

Depth: = 5 ft

Void Ratio of Storage Material: = 30%

Soil Storage Volume: = 180.0 cf

Infiltration Volume

Bed Area Bottom: = 256.0 s.f.

Infiltration Design Rate: = 0.5 in/hour

Infiltration Period: = 12 hours

Infiltration Volume: = 128 cf

SITE LIGHTING PLAN

ARC2 LED

Architectural Wall Luminaire

Specifications

Depth (D): 9.25"

Depth (D): 1.5"

Height: 5"

Width: 16"

Weight: 11 lbs

(without optional) 11 lbs

ARC2 LED Family Overview

Application	Mounting	Depth (D)	Width (W)	Height (H)	Weight (WT)
ARC2 LED	AW	9.25"	16"	5"	11 lbs
ARC2 LED	AW	9.25"	16"	5"	11 lbs

Ordering Information

Part	Options	Part Number	Part Number	Part Number	Part Number
ARC2 LED	P1	1,000 Lumens	AW	9.25"	16"
ARC2 LED	P2	1,000 Lumens	AW	9.25"	16"
ARC2 LED	P3	1,000 Lumens	AW	9.25"	16"
ARC2 LED	P4	1,000 Lumens	AW	9.25"	16"
ARC2 LED	P5	1,000 Lumens	AW	9.25"	16"

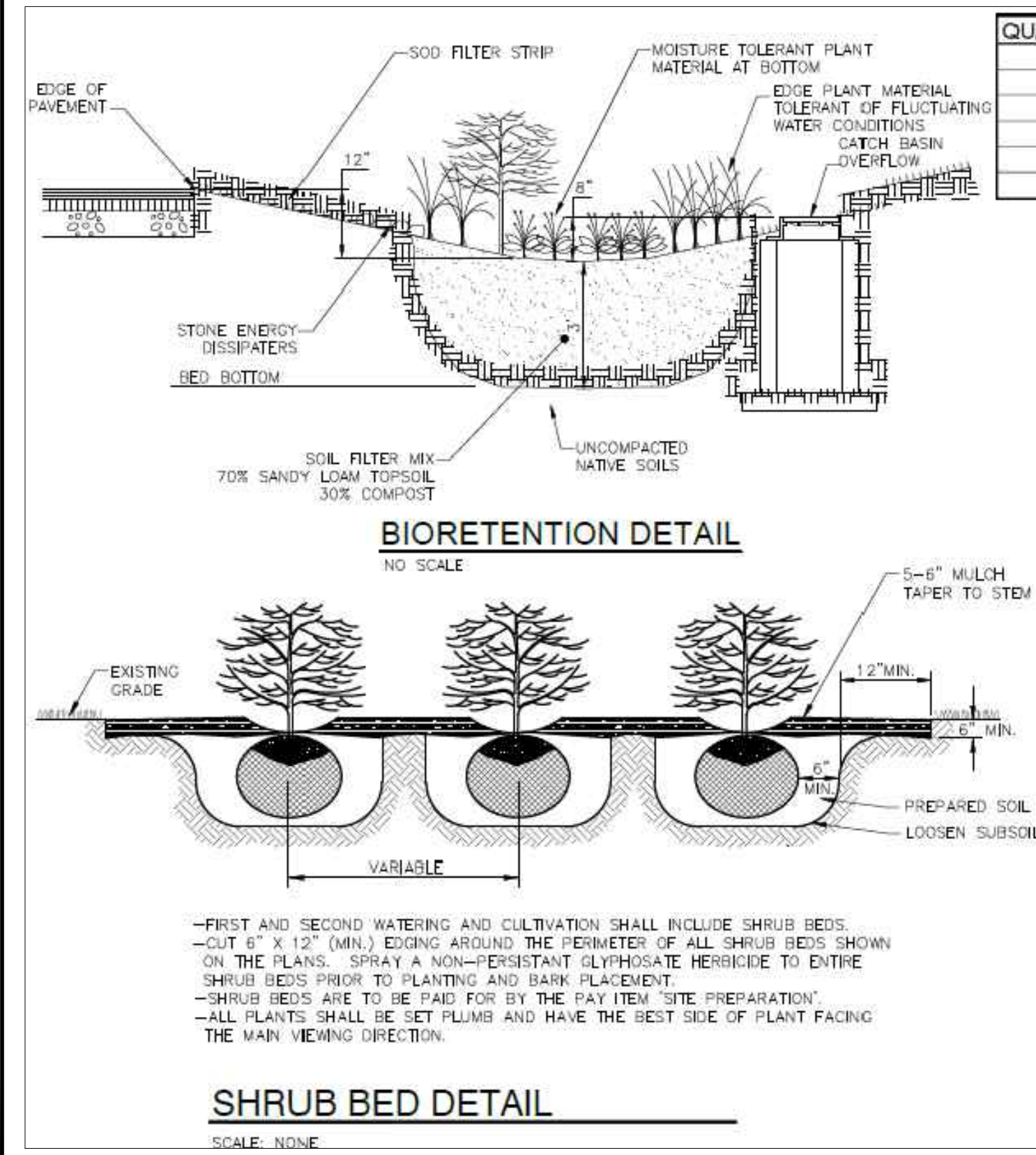
Accessories

Part	Options	Part Number	Part Number	Part Number	Part Number
ARC2 LED	P1	1,000 Lumens	AW	9.25"	16"
ARC2 LED	P2	1,000 Lumens	AW	9.25"	16"
ARC2 LED	P3	1,000 Lumens	AW	9.25"	16"
ARC2 LED	P4	1,000 Lumens	AW	9.25"	16"
ARC2 LED	P5	1,000 Lumens	AW	9.25"	16"

ARC	WALL MOUNT	LITHONIA	ARC2 LED P5 40K MVOLT, MOUNTED @ 8'-0" A.F.F.
-----	------------	----------	---

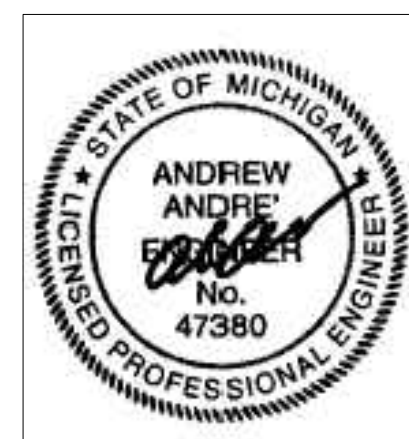
NOTE: CONTRACTOR SHALL PROVIDE INDICATED LIGHTING OR OTHERWISE APPROVED EQUAL.

AVERAGE	MAXIMUM	MINIMUM
1.9 FC	8.9 FC	0.1 FC



EXISTING	PROPOSED	LEGEND
●	●	AMERITECH
○	○	WATER SHUT OFF
□	□	TELEPHONE RISER
□	□	TELEPHONE
□	□	SEWER CLEAN OUT
□	□	GAS METER
□	□	GAS VALVE / GAS MANHOLE
□	□	MANHOLE
□	□	CATCH BASIN
□	□	GATE VALVE IN WELL (G.V.W)
□	□	FIRE HYDRANT
□	□	STORM MANHOLE (ST. MH.)
□	□	FENCE POST
□	□	UTILITY POLE W/ LAMP EXTENSION
□	□	SIGNAL POLE
□	□	PUBLIC LIGHTING MH.
□	□	ELECTRIC RISER OR METER
□	□	CATHODIC PROTECTION
□	□	GUY WIRE
□	□	TRANSFORMER
□	□	FLAG POLE
□	□	GUARD/METAL POST
□	□	STEEL COLUMN
□	□	MAILBOX
□	□	CONCRETE METAL PIPE
□	□	FINISH FLOOR ELEVATION
□	□	SECTION CORNER
□	□	TOP OF WALK
□	□	CULVERT
□	□	TOP OF CURB ELEVATION
□	□	GUTTER ELEVATION
□	□	SPOT ELEVATION
□	□	SET P.K. NAIL
□	□	CHISELED "X"
□	□	PROPOSED TOP OF CURB
□	□	PROPOSED TOP OF GUTTER
□	□	VENT PIPE
□	□	FILLER CAP
□	□	TRAFFIC SIGNAL MANHOLE
□	□	MONITOR WELL
□	□	TOP OF CURB ELEVATION OR
□	□	TOP OF PAVEMENT ELEVATION
□	□	TOP OF WALK
□	□	CULVERT
□	□	CONCRETE METAL PIPE
□	□	FINISH FLOOR ELEVATION
□	□	SECTION CORNER
□	□	TOP OF WALK
□	□	CULVERT
□	□	TOP OF CURB ELEVATION
□	□	GUTTER ELEVATION
□	□	SPOT ELEVATION
□	□	SET P.K. NAIL
□	□	CHISELED "X"
□	□	PROPOSED TOP OF CURB
□	□	PROPOSED TOP OF GUTTER

THE UTILITY LOCATIONS AS HEREON SHOWN ARE BASED ON FIELD OBSERVATIONS AND A CAREFUL REVIEW OF MUNICIPAL AND UTILITY RECORDS. HOWEVER IT IS NOT POSSIBLE TO DETERMINE THE PRECISE SIZE, LOCATION, DEPTH, OR ANY OTHER CHARACTERISTICS OF UNDERGROUND UTILITIES WITHOUT EXCAVATION. THEREFORE WE CAN NOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THE BURIED UTILITY INFORMATION HEREON SHOWN.



811

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0' 20' 40' 60'

SCALE: 1" = 20'

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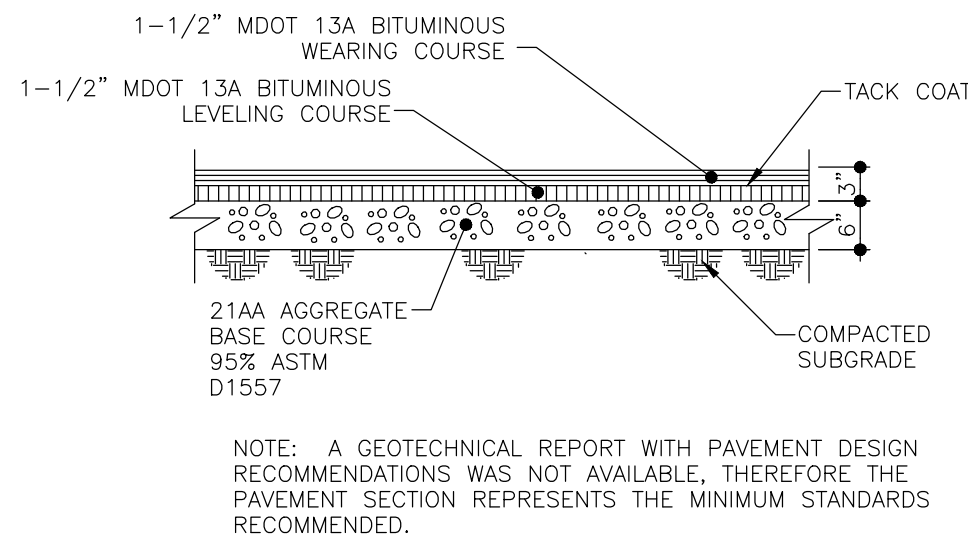
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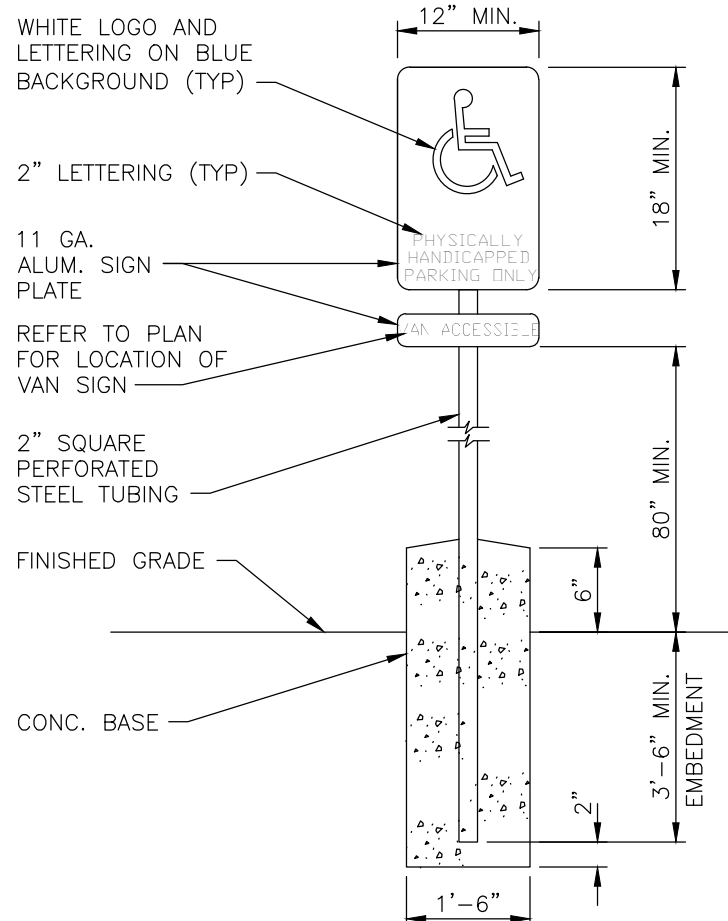
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DRAWN BY: ACA	CHECKED BY: MMF	APPROVED BY:	
APPLICATION 01/10/2022		REVISED 04-15-2022 ADDITIONAL PARKING	

SP-2

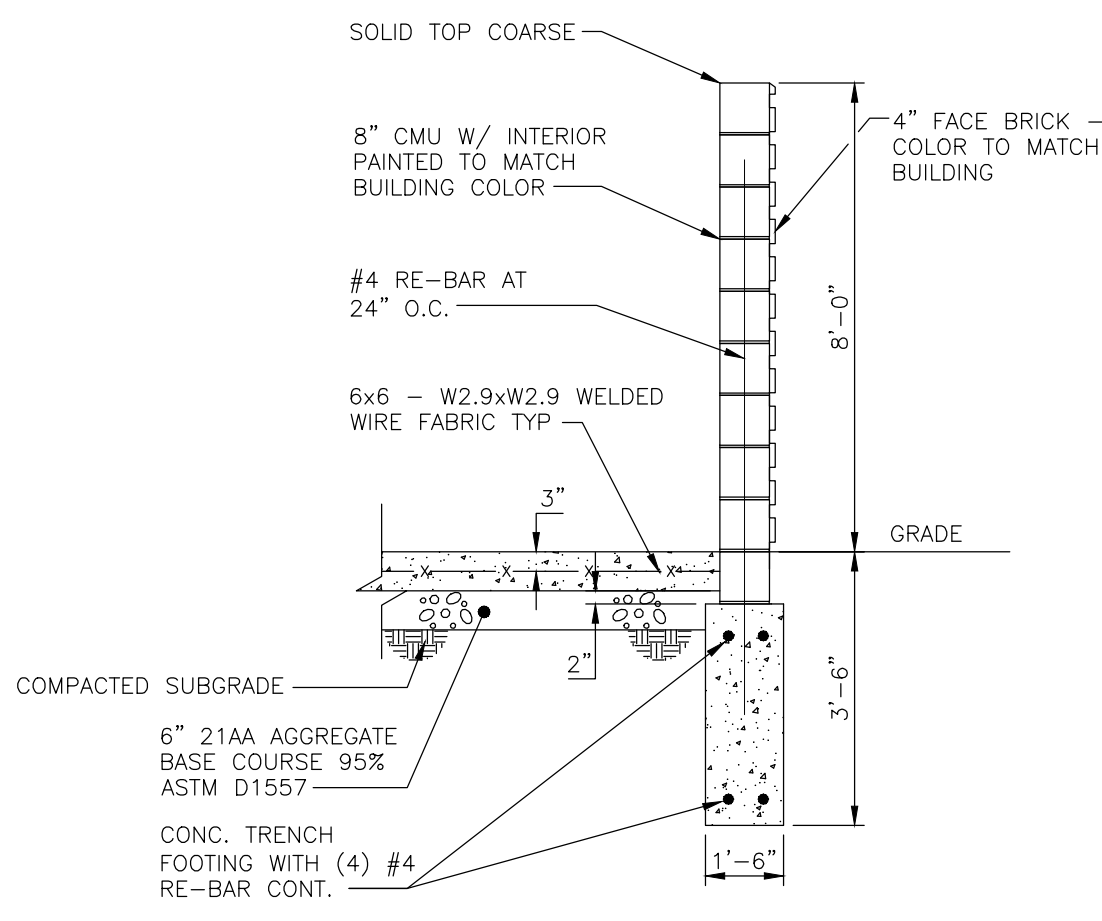
SITE DETAILS



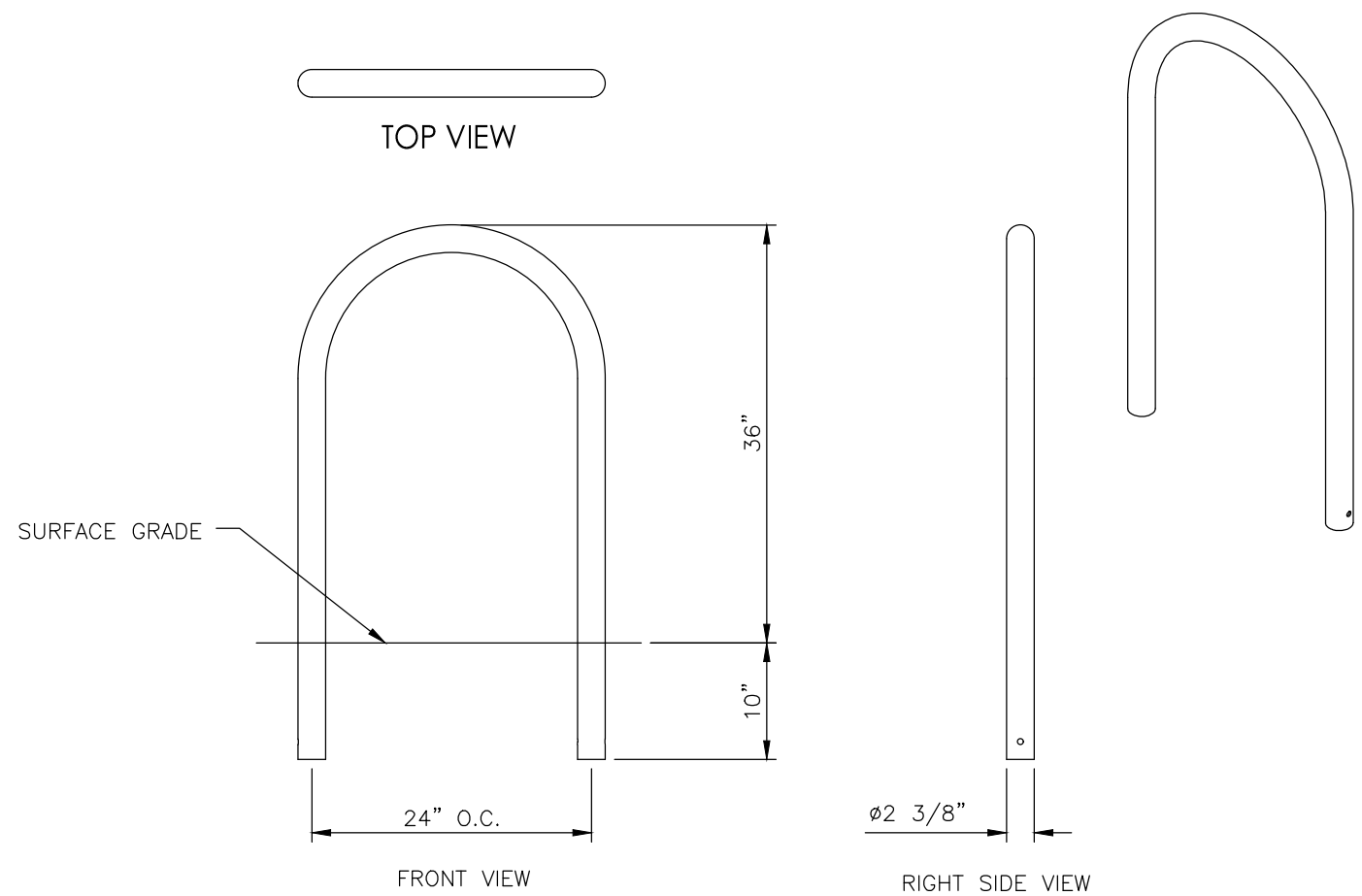
BITUMINOUS PAVEMENT
NO SCALE



TYPICAL HANDICAP SIGN
NO SCALE



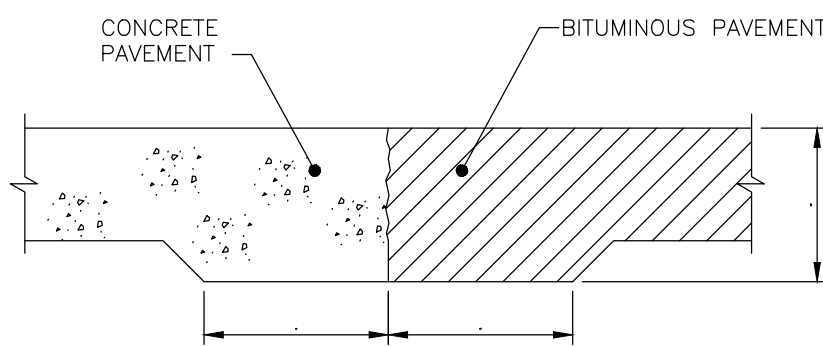
DUMPSTER WALL
NO SCALE



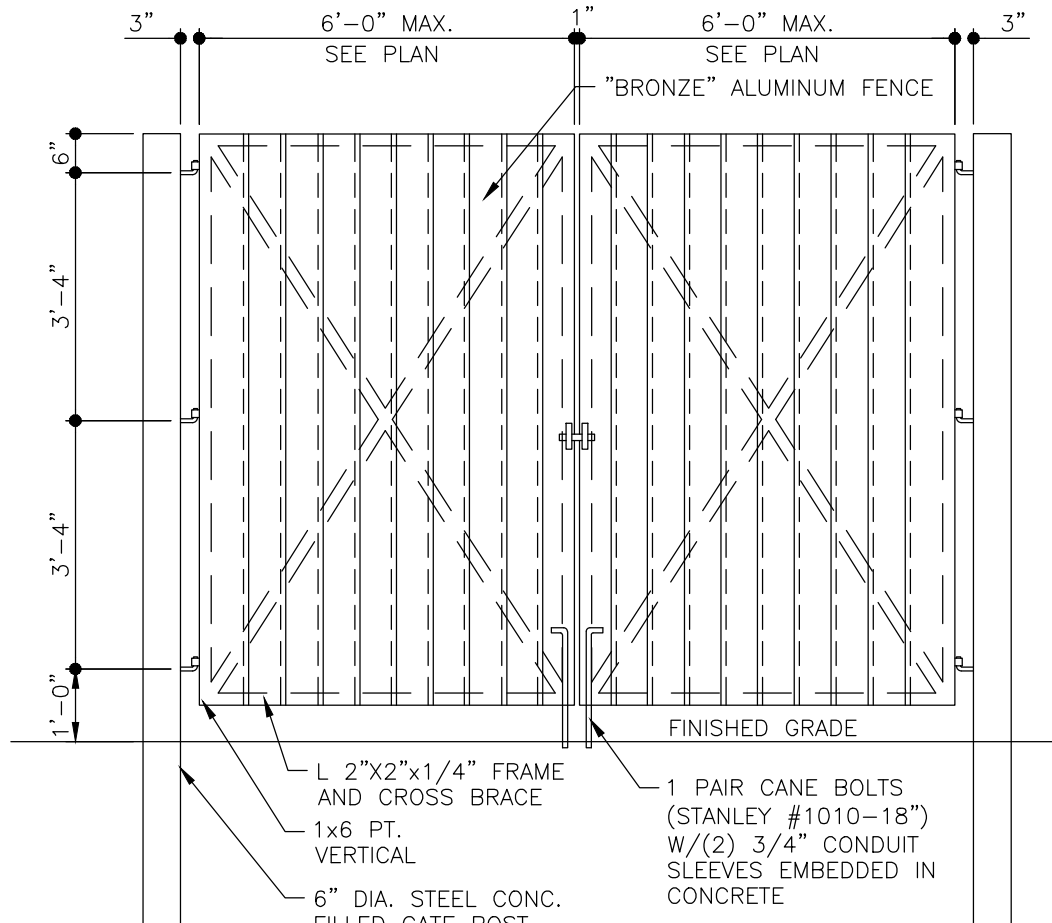
BIKE RACK
NO SCALE

MATERIAL LIST:
1. TUBING— 2 2" x 3/8" WALL STEEL TUBING

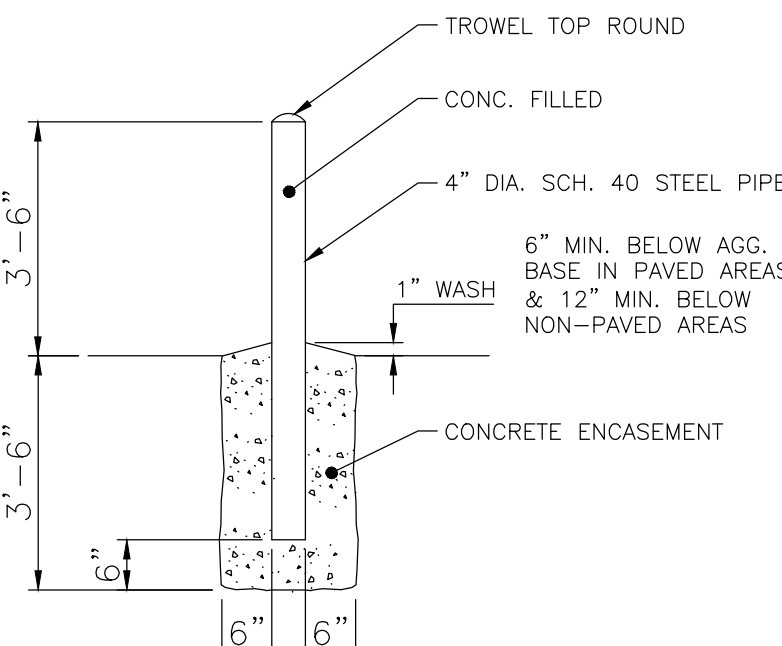
NOTES:
APEX BIKE RACK BY SITE SCAPES, PRODUCT NO. AP2-02-EM
PLACE RACK MINIMUM OF 24" FROM WALL



TURNDOWN PAVEMENT SECTION
NO SCALE

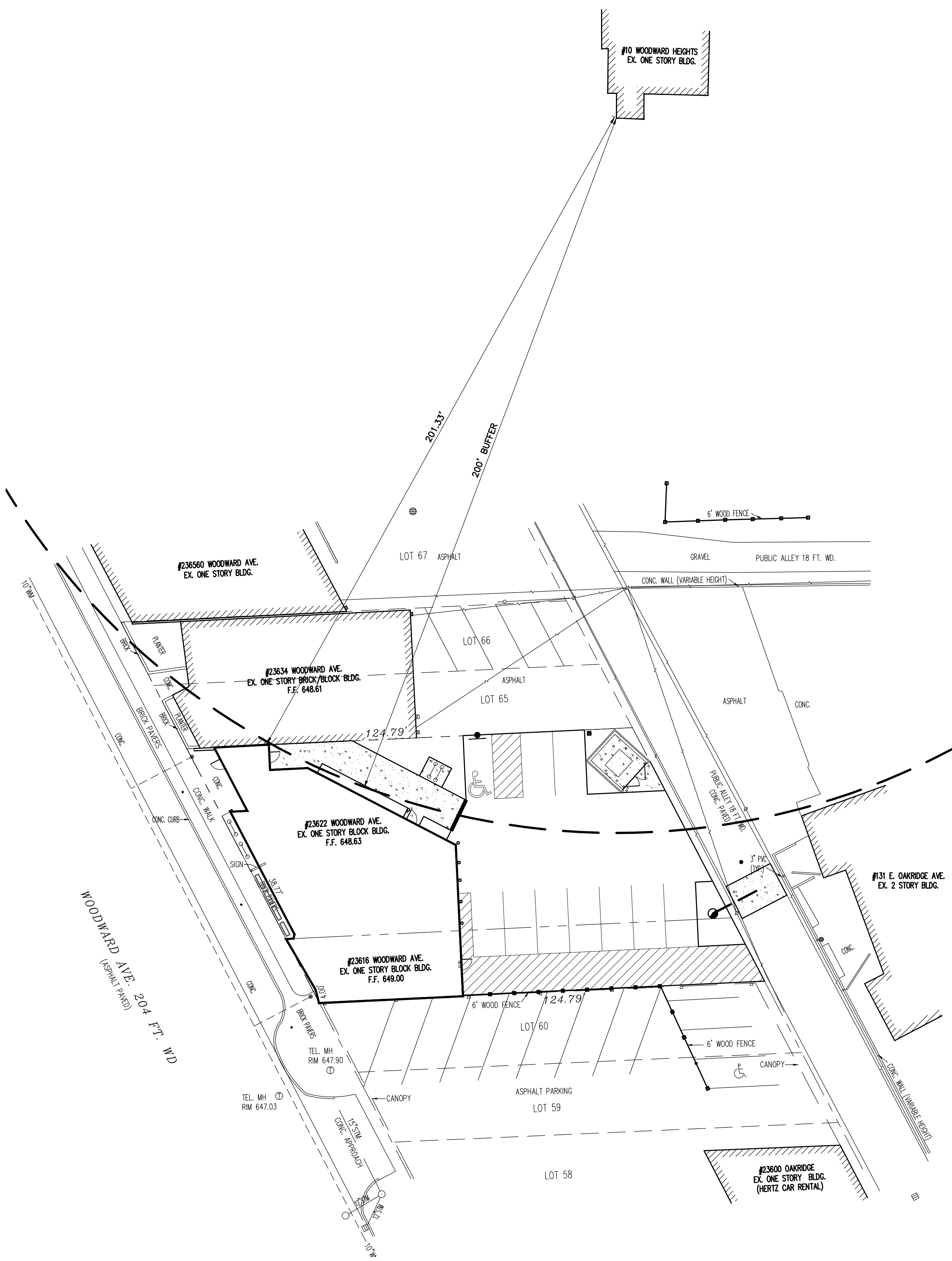


DUMPSTER GATE DETAIL
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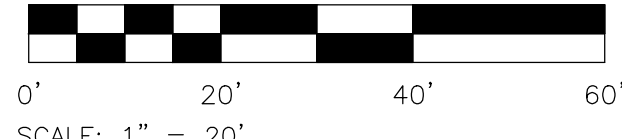
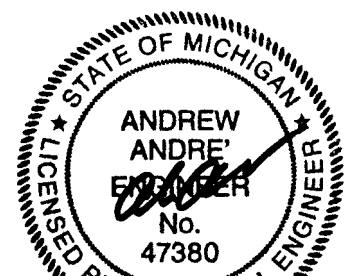
BOLLARD
NO SCALE

BUFFER PLAN



EXISTING	PROPOSED	LEGEND

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APPLICATION: 01/10/2022			
ADD PARKING: 04/15/2022			

SP-3

STORM DETENTION CALCULATIONS

1 YEAR DETENTION BASIN CALCULATIONS (i.e. WITH OUTLET)

ONSITE CONTRIBUTING AREA = 0.21

OFFSITE CONTRIBUTING AREA =

TOTAL CONTRIBUTING AREA = 0.21 ACRES

RUNOFF COEFFICIENT (C) = 0.85

Q_A = (0.20)(0.21 ACRES) = 0.04 C.F.S.

Q_O = $\frac{Q_A}{(A)(C)}$ = $\frac{0.04}{(0.21)(0.85)}$ = 0.22

T = $-25 + \sqrt{\frac{2,700.00}{Q}}$ = 86 MINUTES

V_S = $\frac{4,320}{T + 25} T - 40Q$ T = 2590 C.F./ACRE

V_T REQ'D = V_S (C)(A) = (2590)(0.85)(0.21) = 462 C.F. REQ'D.

10 YEAR DETENTION BASIN CALCULATIONS (i.e. WITH OUTLET)

ONSITE CONTRIBUTING AREA = 0.21

OFFSITE CONTRIBUTING AREA =

TOTAL CONTRIBUTING AREA = 0.21 ACRES

RUNOFF COEFFICIENT (C) = 0.85













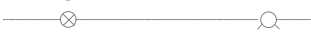
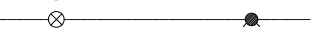





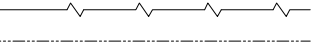





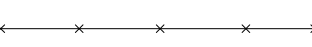





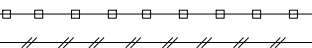





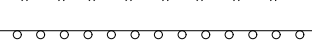





























Q_A = (0.20)(0.21 ACRES) = 0.04 C.F.S.

Q_O = $\frac{Q_A}{(A)(C)}$ = $\frac{0.04}{(0.21)(0.85)}$ = 0.22

T = $-25 + \sqrt{\frac{6,562.50}{Q}}$ = 148 MINUTES

V_S = $\frac{10,500}{T + 25} T - 40Q$ T = 7680 C.F./ACRE

V_T REQ'D = V_S (C)(A) = (7680)(0.85)(0.21) =1,371 C.F. REQ'D.

EXISTING	PROPOSED	AMERITECH	AMERITECH	EXISTING	PROPOSED	AMERITECH	AMERITECH
			WATER SHUT OFF BOX				LIGHT POLE
			TELEPHONE RISER				ELECTRIC RISER OR METER
			D.E. TRANSFORMER				HOOP
			SEWER CLEAN OUT				GUY WIRE
			GAS METER				DOWN SPOUT
			GAS VALVE /GAS MARKER				FLAG POLE
			INLET				GUARD/METAL POST
			CATCH BASIN				STEEL COLUMN
			GATE VALVE IN WELL				MAILBOX
			FIRE HYDRANT				SIGN
			DRAIN				PARKING METER
			UTILITY POLE W/LIGHT				BILLBOARD OR LARGE SIGN
			UTILITY POLE				FLOW
			GUY POLE				

- THE UTILITY LOCATIONS AS HEREON SHOWN ARE BASED ON FIELD OBSERVATIONS AND A CAREFUL REVIEW OF MUNICIPAL AND UTILITY RECORDS. HOWEVER IT IS NOT POSSIBLE TO DETERMINE THE PRECISE SIZE, LOCATION, DEPTH, OR ANY OTHER CHARACTERISTICS OF UNDERGROUND UTILITIES WITHOUT EXCAVATION. THEREFORE WE CAN NOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THE BURIED UTILITY INFORMATION HEREON SHOWN.



SURVEY TECH. LAND SURVEYING CIVIL ENGINEERING 3253 LYNHURST CT. OAKLAND, MI 48306 TEL (248) 670-6556			
SKYMINT			
SCALE: 1"=20'	DATE: 04-12-2021	JOB # : 22104	SHEET:
DRAWN BY: M.M.F	CHECKED BY:	APPROVED BY:	
			SP-4

LOCAL OPERATIONS MANAGEMENT AGREEMENT

District Park, LLC d/b/a Skymint – City of Pleasant Ridge Marijuana Facility License

THIS LOCAL OPERATIONS MANAGEMENT AGREEMENT (“Agreement”) is made and entered into on May 2, 2022, by and between the City of Pleasant Ridge, a Michigan municipal corporation, whose address is 23925 Woodward Ave, Pleasant Ridge, MI 48069 (referred to in this Agreement as the “City”); and The District Park, LLC d/b/a Skymint (“Applicant”), a Michigan limited liability company, whose address is 10070 Harvest Park, Dimondale, MI 48821.

Recitals

1. The Applicant desires to operate a marijuana retailer facility located at 23622 / 23616 Woodward Avenue, Pleasant Ridge, MI (“Property”)
2. The Applicant has requested that the City approve its application for a Marijuana Retailer and Provisioning Center Facility License (“License”) and has part of its approval, Applicant acknowledges that it has voluntarily offered or accepted the restrictions regarding its License as set forth or referred to in this Agreement and in addition to Applicant’s Marijuana Retailer Facility License Application (“Application”).
3. The City will hold a public hearing on May 10, 2022, to consider the Applicant’s request for the License, pursuant to Ordinance No. 455, Commercial Marijuana Facilities (“Marijuana Ordinance”).
4. If Applicant’s Marijuana Retailer Facility License Application is approved, pursuant to the Marijuana Ordinance, and consistent with the Applicant’s representations and the City’s approval, the Applicant and the City enter into this Agreement.

Agreement

NOW, THEREFORE, as part of the approval and issuance of the License to the Applicant for its marijuana retailer facility, IT IS AGREED as follows:

1. **Application.** All representations and promises made by Applicant in its Application, including, without limitation, the provisions of Attachment S, Establishment Business Plan, are incorporated by reference in this Agreement. In the event of any conflict between the provisions of the Agreement and any City ordinance including, without limitation, the Marijuana Ordinance, the provisions of the ordinance shall control.
2. **Compliance with Law.** The Applicant shall at all times conduct all operations and activities at the Property in accordance existing city, state, and federal laws, rules, ordinances, and regulations.
3. **Curbside Sales.** Pursuant to the City’s Marijuana Ordinance, all facility operations shall occur indoors and out of public view. For the time being, Applicant’s License approval will not include curbside delivery, however both parties agree that the parties may revisit this in the future and if

allowed by the City, the Applicant may follow City guidelines to seek approval for curbside delivery.

4. **Building Lease.** Applicant has entered into a lease for the property located at 23616 and 23626 Woodward Ave, Pleasant Ridge, MI 48069 to be used for Applicant's proposed marijuana retailer facility. Applicant hereby agrees that if the lease at the property is terminated, or expires and a replacement lease is not executed, that Applicant must provide the City with reasonable notice of such termination, and the City, at its discretion, may reconsider Applicant's License approval, and withdraw License approval solely on the basis of the termination and/or expiration.
5. **Parking Leases.** Applicant has entered into leases for additional parking spaces at 23634 Woodward Ave, Pleasant Ridge, MI 48069 and 23600 Woodward, Ave, Ferndale, MI 48220 (collectively the "Parking Leases") in order to satisfy the parking requirements for its marijuana retailer facility. Applicant hereby agrees that the additional parking spaces provided by the Parking Leases shall not be used to meet ordinance parking requirements for any other structures or uses on those properties, nor be actually used for those purposes. Applicant hereby agrees that if the Parking Leases are terminated, or expire and a replacement lease is not executed, Applicant must provide the City with reasonable notice of such termination or expiration. In the event of termination or expiration, or if the additional parking spaces are used in violation of this Paragraph 5, the City, at its sole discretion, may reconsider Applicant's License approval.
6. **Parking and Circulation Complaints.** Applicant acknowledges that should complaints arise related to the parking and/or traffic circulation at the Property, that complaints will be immediately delivered to the manager of the marijuana retailer establishment. Applicant agrees that complaints will be addressed, through reasonable accommodation, in a timely manner.
7. **Operational Complaints.** Applicant acknowledges, should complaints arise regarding the operations of the marijuana retailer facility, that complaints will be delivered to the manager of the marijuana retail establishment. Applicant agrees that complaints will be addressed, through reasonable accommodation, in a timely manner.
8. **Insurance.** Applicant acknowledges that as part of its approval it is required to maintain adequate insurance as outlined in the Marijuana Ordinance. Applicant agrees that insurance as outlined in the Marijuana Ordinance will be maintained and notice given to the City regarding any cancellation or non-renewal of Applicant's insurance policies at least thirty days in advance.
9. **Amendments.** No waiver, alteration, amendment, or modification of any provision of this Agreement shall be binding unless in writing and signed by the parties hereto. The fact that one of the parties to this Agreement may be deemed to have drafted or structured any provision of this Agreement shall not be considered in constructing or interpreting any particular provision of this Agreement, either in favor of or against such party.
10. **Non-waiver; Estoppel.** A delay in enforcement of any provision of this Agreement shall not be construed as a waiver or estoppel of the City's right to eventually enforce, or take action to enforce, the terms of this Agreement. Failure by a Party to object to a violation of the terms of this Agreement shall not be a waiver of any continuing or subsequent violation.

11. **Remedies.** In the event the Applicant breaches any of the provisions of this Agreement, then the City, at its option and in its sole discretion, may choose any or all of the following options: (1) commence an action in the appropriate court with jurisdiction for violation of the Marijuana Ordinance; (2) commence an action for injunctive relief in the appropriate court with jurisdiction; (3) commence proceedings for revocation of the license pursuant to the Marijuana Ordinance and/or (4) institute any other legal remedy available to the City. The election of one option by the City shall not constitute an election of remedies nor a waiver of any legal remedy available to the City.
12. **Attorneys' Fees.** If City commences an action against the Applicant, either legal, administrative, or otherwise, arising out of or in connection with this Agreement or the Applicant's operation of its marijuana retailer facility, and the City prevails in whole or in part, it shall be entitled to have and recover from Applicant its reasonable attorney's fees and all other costs of such action.
13. **Severability.** If a court with jurisdiction finds any provision of this Agreement to be invalid, void, or unenforceable, then the remaining provisions shall remain in full force and effect, and to this end this Agreement shall be severable.
14. **Miscellaneous.** This Agreement shall be binding upon the heirs, legal representatives, successors and assigns of the Parties. This Agreement shall be construed in accordance with the laws of the State of Michigan. This Agreement may be executed in counterparts and such counterparts taken together shall be construed as an original. Time shall be of the essence for all obligations of this Agreement.
15. **Notice.** All requirements for notice contained in this Agreement shall be deemed to require notice in writing at the following addresses:
- | | |
|---------------|---|
| To City: | City Manager
City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069 |
| To Applicant: | The District Park, LLC
10070 Harvest Park
Dimondale, MI 48821 |
16. **Effective Date.** This Agreement shall become effective only upon the last to occur of the following events: (a) the execution of this Agreement by all of the Parties; (b) the effective date of the City's approval of the issuance of Applicant's Marijuana Facility License.

IN WITNESS WHEREOF, the Parties have hereunto set their hands the day and year first above written.

[signatures on following page]

The District Park LLC, a Michigan limited liability company

By: _____

Print Name: Jeffrey Donahue

Print Title: Manager

City of Pleasant Ridge, a Michigan corporation

By: _____

Print Name:

Print Title:

Attested: _____

Print Name:

Print Title:

Approved as to Substance: _____

Print Name:

Print Title:

Approved as to Form: _____

Print Name:

Print Title:

From: [Fury, Michael P](#)
To: [James Breuckman](#)
Subject: RE: PR Plans
Date: Wednesday, January 19, 2022 2:24:29 PM

James,

These are the estimated values for before and after. I had to use the 2022 values as it will be hard to predict what the future 2023 rates and multipliers will be. Please let me know if you have any questions

Estimated 2022 values
170,780 Assessed value
135,630 Taxable value

Estimated 2022 values with proposed changes
140,380 Assessed value
96,940 Taxable value

Michael Fury
Oakland County Equalization
Real Property Appraiser
248-975-4452 (ofc)
248-721-2821 (cell)

From: James Breuckman <citymanager@cityofpleasantridge.org>
Sent: Wednesday, January 19, 2022 9:09 AM
To: Fury, Michael P <furym@oakgov.com>
Subject: PR Plans

James Breuckman
City Manager, City of Pleasant Ridge
23925 Woodward Avenue, Pleasant Ridge, MI 48069
citymanager@cityofpleasantridge.org | Tel: (248) 541-2901
www.cityofpleasantridge.org