



# Plymouth Downtown Development Authority

## Regular Meeting Minutes

### Monday, August 10, 2020 - 7:00 p.m.

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City of Plymouth  
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Plymouth, Michigan 48170-1637

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#### Online Zoom Meeting

##### 1. CALL TO ORDER

Chair Kerri Pollard called the meeting to order at 7:06 p.m.

Present: Chair Pollard, Members Ellen Elliott, Maura Hynes, Dan Johnson, and Andre Martinelli, Brent Rieli

Excused: Mayor Oliver Wolcott, Members Daniel Farmer, Scott Foess, and Patrick O'Neill

Also present: DDA Director Tony Bruscato, DDA Coordinator Sam Plymale

##### 2. CITIZENS COMMENTS

There were no citizen comments.

##### 3. APPROVAL OF THE AGENDA

Elliott offered a motion, seconded by Johnson, to approve the agenda. There was a roll call vote.

Yes: Pollard, Elliott, Hynes, Johnson, Martinelli, Rieli

MOTION PASSED 6-0

##### 4. APPROVAL OF THE MEETING MINUTES

Elliott offered a motion, seconded by Johnson, to approve the minutes of the July 13, 2020 meeting. There was a roll call vote.

Yes: Pollard, Elliott, Hynes, Johnson, Martinelli, Rieli

MOTION PASSED 6-0

##### 5. BOARD COMMENTS

Elliott thanked those involved in providing the recent live-stream concert. Pollard said the online concerts put the City in a great light and should be continued.

##### 6. OLD BUSINESS

###### a. Strategic Plan Update

Bruscato reported that the Saxton's property sale closed and that the City is working on a plan to upgrade the parking lot, which it still owns. He also said the City Commission approved a resolution adding crosswalk improvements at the intersection of Main and Ann Arbor Trail to the 2020 infrastructure project.

###### b. Central Parking Deck Repairs

Justin Thomson, of the consulting firm WGI Michigan, gave an overview of a report recommending repairs and a repair priority list for the Central Parking Deck for this year. The report gives high

priority to vehicular ramp repairs, east stair repairs, and supported slab joint repairs. Moderate priority items address remaining concrete repairs and remaining waterproofing repairs; and low priority items are removing and replacing broken wheelstops, recoating deck coatings at turn lanes, installing elastomeric coating at interior wall/column, painting at the pedestrian bridge, plumbing and electrical repairs, repairing asphalt on the lower level and painting pavement markings.

The following resolution was offered by Elliott and seconded by Johnson.

WHEREAS The upkeep of the Central Parking Deck is the responsibility of the Downtown Development Authority; and

WHEREAS In the spring and fall of 2018, under the direction of consultants WGI Michigan of Kalamazoo (formerly Carl Walker) major renovations were completed at a cost of \$372,000 to bring the Central Parking Deck to current standards; and

WHEREAS In May 2020, the DDA Board voted to spend \$8,900 with WGI to inspect the Central Parking Deck and develop a plan for upkeep of the deck; and

WHEREAS WGI is proposing a budget of \$167,855 for what are termed high and moderate priority repairs to the Central Parking Deck;

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority Board of Directors does hereby authorize DDA staff to contract with WGI Michigan of Kalamazoo for rehabilitation work on the Central Parking Deck in a total amount of \$167,855, which includes \$12,900 for contingency as well as \$25,950 for WGI fees and expenses from account number 494.290.977.813.

Board members questioned a discrepancy in the estimated costs provided this year, as opposed to last year, and asked for an analysis of changes, which Thomson said he would provide. They also questioned whether there was a warranty for the 2018 repairs. Thomson said any deterioration in the concrete from 2018 is a result of road salt remaining in the concrete layer below, and that there is a one-year warranty on concrete. Other elements have a three-year warranty. There was discussion about adding some low priority items to the resolution in order to address possible safety concerns (asphalt repairs and broken wheelstops).

Elliott offered the following amended resolution, seconded by Johnson.

WHEREAS The upkeep of the Central Parking Deck is the responsibility of the Downtown Development Authority; and

WHEREAS In the spring and fall of 2018, under the direction of consultants WGI Michigan of Kalamazoo (formerly Carl Walker) major renovations were completed at a cost of \$372,000 to bring the Central Parking Deck to current standards; and

WHEREAS In May 2020, the DDA Board voted to spend \$8,900 with WGI to inspect the Central Parking Deck and develop a plan for upkeep of the deck; and

WHEREAS WGI is proposing a budget of \$167,855 for what are termed high and moderate priority repairs to the Central Parking Deck;

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority Board of Directors does hereby authorize DDA staff to contract with WGI Michigan of Kalamazoo for rehabilitation work on the Central Parking Deck in a total amount of \$192,855, which includes adding asphalt repairs and the removal of broken wheel stops to the project, as well as \$12,900 for contingency, and \$25,950 for WGI fees and expenses from account number 494.290.977.813.

There was a roll call vote.

Yes: Pollard, Elliott, Hynes, Johnson, Martinelli, Rieli

MOTION PASSED 6-0

## **7. NEW BUSINESS**

### **a. Kellogg Park Master Plan Report**

Scot Lautzenheiser of Wade Trim presented the Kellogg Park Master Plan Report. The report includes two concept plans for the park. The following citizens spoke in opposition to the second option, which adds back-in parking and an added walkway connection off Main St. to option one, which they believe better reflects the community's desire.

Dave Rucinski, 1392 Maple

Karen Sisolak, 939 Penniman

Jennifer Kehoe, 418 Blunk

Denise Burrows, 1014 Dewey

Martha Walton, 1465 Palmer

Kathy Townsend, 1312 Penniman

John Townsend, 1312 Penniman

Mary Bossert, 1408 Penniman

Tom Bossert, 1408 Penniman

John Dersey, 1081 Dewey

Jim Burrows, 1014 Dewey

Board members questioned the need for putting the second option in the report, since it has elements some had expressly asked not to be in the plan.

Rieli left the meeting, resulting in a lost quorum. The meeting ended at 8:20 p.m.