



Plymouth Downtown Development Authority

Regular Meeting Minutes

Monday, October 11, 2021 - 7:00 p.m.

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

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

Online Zoom Meeting

1. CALL TO ORDER

Chair Kerri Pollard called the meeting to order at 7:05 p.m.

Present: Mayor Oliver Wolcott, Chair Pollard, Members Ellen Elliott, Scott Foess, Maura Hynes, Dan Johnson, Andre Martinelli, Patrick O'Neill, Shannon Perry, Richard Matsu

Also present: City Commission Liaison Suzi Deal, City Manager Paul Sincock, DDA Coordinator Sam Plymale

2. CITIZENS COMMENTS

There were no citizen comments.

3. APPROVAL OF THE AGENDA

Martinelli offered a motion, seconded by Johnson, to approve the agenda for October 11, 2021.

There was a roll call vote.

Yes: Elliott, Foess, Hynes, Johnson, Martinelli, Matsu, O'Neill, Perry, Pollard, and Wolcott

MOTION PASSED 10-0

4. APPROVAL OF THE MEETING MINUTES

Wolcott offered a motion, seconded by Johnson, to approve the minutes of the September 13, 2021 meeting.

There was a roll call vote.

Yes: Elliott, Foess, Hynes, Johnson, Martinelli, Matsu, O'Neill, Perry, Pollard, and Wolcott

MOTION PASSED 10-0

5. BOARD COMMENTS

Foess said he recently visited Grand Rapids and Petoskey and noted that streets were not closed in either of their social districts.

Elliott thanked Wolcott for his service to the City.

Wolcott said it would be his last DDA meeting because he chose not to run for reelection to the City Commission. He wished DDA Director Tony Bruscato the best in his absence.

6. OLD BUSINESS

a. Five-year Action Plan Update

Plymale gave updates on Harvey St, construction, a scheduled spring replacement of a tree that was hit by a truck, the Wilcox Fountain completion and the retail restaurant guide that was delivered last week.

7. NEW BUSINESS

a. Central Parking Deck Stairwell Additional Work

The following motion was offered by Wolcott and seconded by Johnson.

WHEREAS The Downtown Development Authority Board of Directors has in the past put a priority in keeping the Central Parking Deck up to date with annual maintenance work; and

WHEREAS The City of Plymouth and St. Joseph Mercy Hospital share a stairwell that connects the Arbor Health Building with the Central Parking Deck; and

WHEREAS A 1992 easement agreement indicates any capital repairs to the stairwell will be shared evenly between the two entities; and

WHEREAS In July 2021 the DDA Board approved \$44,171 with an additional \$5,000 in contingency for the repairs; and

WHEREAS A mid-project analysis by City engineer Wade Trim indicated the need for four additional repairs.

NOW THEREFORE BE IT RESOLVED THAT the Downtown Development Authority Board agrees to pay for an additional \$3,249 for additional needed repairs to the stairwell at the St. Joseph Mercy near the Central Parking Deck. This approval brings the total DDA costs to \$52,420 for the stairwell improvement project.

Project Engineer Tom Plagens answered questions from board members. He said work was slated to be finished by the end of November, and that the additional repairs would not impact work already completed.

There was a roll call vote.

Yes: Elliott, Foess, Hynes, Johnson, Martinelli, Matsu, O'Neill, Perry, Pollard, and Wolcott

MOTION PASSED 10-0

b. Sidewalk Patio Extension Recommendation

The following resolution was offered by O'Neill and seconded by Wolcott.

WHEREAS Outdoor dining in Downtown Plymouth adds to the vibrancy and success of the downtown; and

WHEREAS The current Outdoor Dining Policy allows downtown restaurants to apply for patios on the sidewalks adjacent to their restaurants between April 1 and November 1; and

WHEREAS Many downtown establishments had success with extending the outdoor dining season between November 1, 2020 and March 31, 2021; and

WHEREAS Some restaurants have indicated a desire to expand patio season through January 1.

NOW THEREFORE BE IT RESOLVED THAT the Downtown Development Authority recommends to the Plymouth City Commission that the current outdoor dining season on public areas be extended through January 1, 2022. This extension will only be available to sidewalk patios outlined in the City's Outdoor Dining Policy and does not apply to current on-street extended patios.

Citizen Comments

Karen Sisolak, 939 Penniman, said she wanted to make sure the recommendation excluded patios that extend into parking spaces.

Mike Collins, co-owner of Bigalora and Arbor Brewing Company asked whether the recommendation would include private spaces. Plymale said if the private spaces included parking spaces, the owner would have to go before the Planning Commission.

Ryan Yaquinto, co-owner of Comparis, Fiamma and Sardine Room said he was in support of extending patios through the end of the year, and that he would like to get more permanency so they could make needed infrastructure changes.

John Townsend, 1312 Penniman, reminded the group that any exterior changes would need to go before the Historic District Commission.

Wes Graff, Plymouth Chamber of Commerce, suggested extending the patio season through Ice Fest in February.

Board Member Comments

Board members discussed the recommendation and agreed that they wanted to extend the outdoor dining season beyond the first of the year because it would be helpful to the businesses and to their customers. They also discussed the potential cost for businesses and for the DDA, such as snow removal and power washing, and the impact on parking. It was noted that all patios would need to be ADA compliant.

O'Neill amended his motion to extend the season to March 31, and to include the statement that restaurants would be responsible for snow removal and power washing within the interior footage of their patio area. Wolcott agreed to the amendment.

There was a roll call vote.

Yes: Elliott, Foess, Hynes, Johnson, Martinelli, Matsu, O'Neill, Perry, Pollard, and Wolcott

MOTION PASSED 10-0

8. REPORTS AND CORRESPONDENCE

Wolcott said the new Wilcox Fountain would be dedicated on Saturday, October 16 at 11:00 a.m.

8. ADJOURNMENT

Foess offered a motion, seconded by Johnson, to adjourn the meeting at 8:18 p.m.

There was a roll call vote.

Yes: Elliott, Foess, Hynes, Johnson, Martinelli, Matsu, O'Neill, Perry, Pollard, and Wolcott

MOTION PASSED 10-0