



Plymouth Downtown Development Authority

Regular Meeting Minutes

Monday, March 14, 2022 - 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

1. CALL TO ORDER

Chair Kerri Pollard called the meeting to order at 7:01 p.m.

Present: Chair Pollard, Vice Chair Andre Martinelli, Mayor Nick Moroz, Members Ellen Elliott, Scott Foess, Dan Johnson (arrived at 7:25), Richard Matsu, Patrick O'Neill, Shannon Perry

Excused: Members Jack Ayoub, Brian Harris

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

2. CITIZENS COMMENTS

There were no citizen comments.

3. APPROVAL OF THE AGENDA

Pollard moved item 7.b between items 5 and 6 due to a time constraint of the presenter. O'Neill offered a motion, seconded by Moroz, to approve the agenda as amended.

There was a roll call vote.

Yes: Elliott, Foess, Matsu, O'Neill, Perry, Martinelli, Moroz, Pollard
MOTION PASSED 8-0

4. APPROVAL OF THE MEETING MINUTES

Foess offered a motion, seconded by Martinelli, to approve the minutes of the January 11, 2022 meeting.

There was a roll call vote.

Yes: Elliott, Foess, Matsu, O'Neill, Perry, Martinelli, Moroz, Pollard
MOTION PASSED 8-0

5. BOARD COMMENTS

Elliott reported a new business outside the DDA, Vitrine on Main, was open.

ITEM 7.b – CENTRAL PARKING DECK INSPECTION

The following motion was offered by Elliott and seconded by Moroz.

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 the DDA Board voted to spend a total of \$372,000 for construction costs; and

WHEREAS Justin Thomson and his team at Fishbeck (formerly of WGI Michigan) is familiar with this parking structure, providing engineering analysis reports, construction documents, and construction administration since 1991; and

WHEREAS The DDA hires a consultant every spring to check for deterioration and needed repairs of 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 Fishbeck of Grand Rapids, MI, for the inspection of the Central Parking Deck to determine potential repairs in 2022 in the amount of \$6,500 from Acct. No. 494 290 977 813.

Consultant Justin Thomson described the inspection and repair process and said he planned to begin the work in a few weeks. Some items, including sealants and coatings, are under warranty will be repaired if necessary, and Thomson said he would notify the DDA what maintenance needs to be addressed. He said his team would work around parking and would not need the deck to be closed.

There was a roll call vote.

Yes: Elliott, Foess, Matsu, O'Neill, Perry, Martinelli, Moroz, Pollard

MOTION PASSED 8-0

6. OLD BUSINESS

a. Five-Year Action Plan Update

Plymale provided information about the status of the five-year plan and new items that were added to reflect the city's strategic plan. New items include developing a parking lot at the Saxton's site, decide on a direction for paid parking, reach a decision on an outdoor dining plan and identifying ten additional locations for bike racks. Elliott said she planned to sponsor half the cost of a bike rack at City Hall. Possible matching grant opportunities were discussed.

7. NEW BUSINESS

a. Parklets

Moroz said the City Commission was expected to approve a plan for temporary dining platforms in parking spaces this summer, while keeping an eye on a long-term parklet project. The temporary structures would be purchased by business owners. There was a discussion about whether business owners would want to invest in these structures without a firm idea when permanent parklets would be built. It was noted that businesses could still apply for their regular patio dining permits if they didn't want to use parking spaces for additional seating.

8. REPORTS AND CORRESPONDENCE

a. Downtown Plymouth Spring Artisan Market – April 23

Bruscato said plans for the event were being finalized.

b. Music in the Air concert series – begins May 27

Bruscato said sponsors were identified and the schedule was set.

c. Downtown Spring Projects

Plymale said aerating and seeding was being planned at Kellogg Park and that the fountain would be turned on when the danger of frost was over. He said new light pole banner supports were being installed on Harvey St. and that additional trash cans had been purchased.

9. ADJOURNMENT

Moroz offered a motion, seconded by Perry, to adjourn the meeting at 8:31 p.m.

There was a roll call vote.

Yes: Elliott, Foess, Johnson, Matsu, Perry, Moroz, Martinelli, O'Neill, Pollard

MOTION PASSED 9-0