



# Plymouth Downtown Development Authority

## Regular Meeting Minutes

### Monday, November 14, 2022 - 7:00 p.m.

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#### 1. CALL TO ORDER

Chair Kerri Pollard called the meeting to order at 7:00 p.m.

Present: Chair Pollard, Vice Chair Andre Martinelli, Mayor Nick Moroz, Members Jack Ayoub, Ellen Elliott, Scott Foess, Dan Johnson, Richard Matsu, and Patrick O'Neill

Excused: Members Brian Harris and Shannon Perry

Also present: Economic Development Director John Buzuvis,

#### 2. CITIZENS COMMENTS

Benjamin Stasa, 671 S. Harvey, asked who he should speak to about garbage in the downtown. Plymale said he should call him at the DDA office.

#### 3. APPROVAL OF THE AGENDA

Foess offered a motion, seconded by Martinelli to approve the agenda for Monday, November 14, 2022.

MOTION PASSED 9-0

#### 4. APPROVAL OF THE MEETING MINUTES

Martinelli offered a motion, seconded by O'Neill, to approve the minutes of the October 10, 2022, meeting.

MOTION PASSED 9-0

#### 5. BOARD COMMENTS

Moroz thanked the DDA, DMS, Sun and Snow, Community Financial Credit Union and EG Nicks for putting on the Salvation Army Red Kettle Kickoff. He also thanked all the businesses for donating gift cards.

#### 6. OLD BUSINESS

##### a. Five-Year Action Plan Update

Plymale reported that the Historic District Commission approved the design for the new Saxton's lot, and that the plan would go to the Planning Commission in November or December. He also said all dining patios had been removed for the winter and the sidewalks were power washed.

##### b. Paid Parking Discussion

###### *Citizen Comments*

Karen Sisolak, 939 Penniman, said she supports paid parking to generate revenue but would like a minimal approach to learn from before moving to other areas.

Liz Kerstens, executive director of the Plymouth Historical Museum, said there would be fewer volunteers and visitors to the museum if they had to pay to park.

Scott Lorenz, 1310 Maple, said free parking provides a competitive advantage and that the businesses that create the problem should pay for it.

Debora Kuptz, 997 Carol, said more study should be undertaken prior to formulating a solution.

Dean Rovinelli, of Barrio, said charging for parking could negatively impact visitors' perceptions of the city.

Jeff Sisolak, 939 Penniman, said he supports paid parking if it starts slowly.

Wes Graff, Plymouth Community Chamber of Commerce, said the needs of the employers and employees must be considered, and that all options should be on the table.

Warren Stobbe, of Bella Mia, said paid parking would push parking into the neighborhoods and that if any group or event was given an exception, many more groups would ask.

Cindy Epply, of Frameworks, said she had experienced paid parking systems that didn't work, and that if the city installs a system, they should ensure it works properly.

#### ***Board Member Comments***

Plymale provided background information and Moroz explained that making a decision on a direction for paid parking this year was part of the strategic plan. He said the group needed to decide if paid parking should be one of the revenue sources for maintenance, improvement, and expansion of parking, and, if so, what is the scope.

Elliott offered a motion, seconded by Johnson, to table the discussion due to an upcoming Committee of the Whole meeting.

There was a roll call vote.

YES: Elliott, Johnson

NO: Ayoub, Foess, Martinelli, Matsu, Moroz, O'Neill, Pollard

MOTION FAILED

The discussion continued. It was mentioned that the DDA has spent significant funds on parking deck maintenance and repairs, and that perhaps that money could be better spent toward a new deck. Others said that paid parking would be detrimental to employees and volunteers. A bond sale was proposed, and it was stated that bonding sources would look favorably on a revenue stream. The question was raised about what the parking needs are and where the parking credit revenue is spent. Buzuvis and Moroz assured the group that parking credit revenue is only spent on parking maintenance and improvement.

O'Neill offered a motion, seconded by Moroz, to state the DDA is in favor of paid parking provided it is used, along with other financing alternatives, for the construction of a new parking deck.

Moroz offered a friendly amendment to reword the motion as follows.

The DDA recommends to the City Commission to direct administration to proceed with a plan for paid parking such that revenue is used to expand parking in the DDA.

O'Neill accepted the amendment.

Discussion ensued about not knowing the amount of revenue needed and whether the cost of a new deck was worth the cost of not enough parking. It was stated that if the group was committed to expanding the number of parking spaces, they would have to decide whether to use paid parking as a revenue stream.

There was a roll call vote.

YES: Matsu, Moroz, O'Neill, Pollard

NO: Ayoub, Elliott, Foess, Johnson, Martinelli

MOTION FAILED

Elliott offered a motion, seconded by Johnson, to table the discussion.

There was a roll call vote.

YES: Elliott, Johnson, Martinelli

NO: Ayoub, Foess, Matsu, Moroz, O'Neill, Pollard

MOTION FAILED

There was further discussion about bonding. Buzuvis said the administration was working on the numbers for the Committee of the Whole meeting next week.

**7. NEW BUSINESS**

**a. 2023 Central Parking Deck Renovation Proposal**

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

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

WHEREAS Every five to eight years significant restoration is needed to maintain a safe Central Parking Deck for visitors, employees and business owners; and

WHEREAS Justin Thomson and his team at Fishbeck are familiar with this parking structure, providing engineering analysis reports and construction documents for more than a decade; and

WHEREAS The Central Parking Deck is scheduled for a major renovation project in 2023.

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 inspection, design development, creation of construction documents, bidding, and construction administration of the 2023 Central Parking Deck Renovation Project in an amount not to exceed \$45,500 from Acct. No. 405.290.977.813.

There was a voice vote.

MOTION PASSED

**b. Music in the Air Concert Production Contract Extension**

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

WHEREAS The Downtown Development Authority Board of Directors desires to continue the Friday Night Music in the Air concert series; and

WHEREAS JAG Entertainment has provided turn-key services from talent booking, sound and stage management and emcee services for other local municipalities and special events; and

WHEREAS JAG Entertainment has provided excellent production service for the Music in the Air concert series in Downtown Plymouth and has also provided, as a subcontractor, sound equipment, engineering and stage management services, and live streaming services on the DDA's YouTube channel; and

WHEREAS the DDA wishes to enter into a long-term agreement with JAG Entertainment through 2025 with the ability to extend the contract through 2027.

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority extends the Concert Production Services and entertainment contract for the Friday Night Music in the Air concert series with JAG Entertainment through 2025 with the potential for a two-year extension through 2027. The cost for the services in 2023 is \$56,460, in 2024 is \$57,589, and in 2025 is \$58,740. Funding for this effort is authorized from account # 248.811.794.000.

There was a voice vote.

MOTION PASSED

**8. REPORTS AND CORRESPONDENCE**

There were no reports or correspondence.

**9. ADJOURNMENT**

O'Neill offered a motion, seconded by Ayoub, to adjourn the meeting at 8:40 p.m.

There was a voice vote.

MOTION PASSED