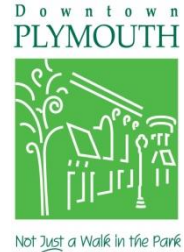


Monday, February 10, 2020 Regular Meeting Minutes



**CITY OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES**

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CITY OF PLYMOUTH DOWNTOWN DEVELOPMENT AUTHORITY

Monday, February 10, 2020
Plymouth City Hall Commission Chambers
201 S. Main Plymouth, MI 48170
Regular Meeting Minutes

Meeting called to order at 7:01 p.m. by Chairperson Adam Covington.

1. ROLL CALL

MEMBERS PRESENT:

Adam Covington, Chairperson
Kerri Pollard, Vice Chairperson
Oliver Wolcott, Mayor
Ellen Elliott
Daniel Farmer (*left prior to 6. Old Business*)
Patrick O'Neill
Brent Rieli

MEMBERS ABSENT:

Scott Foess
Maura Hynes
Dan Johnson

OTHERS PRESENT:

Suzi Deal, City Commissioner
Ed Krol, City Commissioner
Paul Sincock, City Manager
Karen Sisolak, Planning Commission Chair
Tony Bruscato, DDA Executive Director
Sam Plymale, DDA Coordinator
Scot Lautzenheiser, Wade Trim

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2. CITIZEN COMMENTS:

Resident Dave Rucinski spoke about the Kellogg Park survey conducted by EMU. Rucinski said that his FOIA request raised questions about the relationship between the City administration, the City Commission and citizens that comprise other City Boards. Rucinski asked for comment on the topic from DDA Board Members and the City Manager to maintain transparency.

Resident Denise Burrows supported resident Rucinski's comments and said transparency is important.

3. APPROVAL OF THE AGENDA:

A motion was made by Director Elliott and seconded by Director Farmer to approve the 2-10-2020 Regular Meeting Agenda.

MOTION PASSED 6-0.

4. APPROVAL OF MEETING MINUTES:

Director Elliott offered an amendment to the 1-13-2020 Regular Meeting Minutes to include a transcript of Chairman Covington's Board Comment.

A motion was made by Director Elliott and seconded by Vice Chair Pollard to approve the amended 1-13-2020 Regular Meeting Minutes.

MOTION PASSED 6-0.

5. BOARD COMMENTS:

Mayor Wolcott apologized for missing the opportunity to make clarifying comments to the DDA Board about the Kellogg Park survey.

Elliott said the DDA Board isn't always taken seriously and decisions are being made without DDA Board input. Elliott said the DDA Board needs to look at how to work together with administration to avoid missteps.

Director Rieli said he feels there are many items he feels the DDA Board is being misled and hoped to get agendas earlier.

Chairman Covington asked City Manager Sincock to address the Board.

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Sincock explained the process of the development of EMU Kellogg Park survey and apologized for not discussing the incidental costs of the survey at earlier meetings.

Director Elliott said that the issue was not the cost, but that City Manager Sincock said the City had no involvement in developing the Kellogg Park survey and that she feels she was lied to.

City Manager Sincock said he did not know the questions on the survey until the results were submitted by EMU. Sincock apologized for any miscommunication to the DDA Board and any misunderstandings or misstatements regarding the City's involvement with Kellogg Park survey.

Chairman Covington said that he is working to take steps to improve transparency between City Administration and the DDA Board.

Director O'Neill said he is glad to join the DDA Board and hopes to be a driving force in helping the DDA Board do great things.

6. OLD BUSINESS

A. DDA Master Plan/Kellogg Park Master Plan Updates

Wade Trim representative Scot Lautzenheiser updated the DDA Board on the status of the DDA Infrastructure and Kellogg Park Master Plans.

Mayor Wolcott asked for input on the potential road diet on Main Street between Ann Arbor Road and Old Village.

Director Rieli said his main concern about a road diet would be the impact on pedestrians, especially at intersections.

Director O'Neill said he is concerned that a road diet on Main could cause a bottle neck and force traffic onto residential roads.

Director Elliott said she has concerns about how a road diet on Main would impact deliveries. Director Elliott asked for more information on Wade Trim traffic studies.

Lautzenheiser said he will take concerns back to the Wade Trim team to look at these potential impacts.

City Manager Sincock said the City Commission is looking for an intermodal plan for bike

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lanes that includes downtown and also the broader community. Sincock said a decision needs to be made on whether to make Main Street three lanes.

Director Elliott said the DDA needs to engage the Planning Commission to make sure their Master Plan is taken into consideration.

Planning Commission Chair Karen Sisolak said the Master Plan has ideas about intermodal transportation, but not implementation strategies. Sisolak said she hopes that the bike lane plan will be practical and have connections that make sense.

Sincock said the recent Recreation Master Plan also has broader ideas related to the intermodal transportation plan.

Chairman Covington said this is the DDA Board's opportunity to give input on the road diet and bike lane plans.

Director Pollard said she hasn't noticed any back ups on Main during the recent construction that has Main down to one lane.

Mayor Wolcott says he is engaged in discussions with Plymouth Township about an interconnected bike lane system.

Resident Denise Burrows said she is concerned about too much emphasis on bike lanes in the heart of downtown.

Chairman Covington said the broader picture of bike lanes will be discussed at future meetings. Chairman Covington said short term decisions on Main Street is the focus today.

Resident Jim Burrows said he is concerned about bicycle riders on sidewalks.

Director Elliott asked about the timing needed for the decision on Main Street.

City Manager Sincock said there would likely be alternatives in the bid specifications, but a decision on direction would be needed soon. Sincock said a joint meeting with the DDA Board and City Commission would be an option.

B. Strategic Plan Update

Executive Director Bruscato gave an update on items on the DDA Strategic Plan.

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7. NEW BUSINESS

A. Kellogg Park Fountain Contract Resolution

RESOLUTION

The following Resolution was offered by Director Elliott and seconded by Director Rieli.

WHEREAS The City of Plymouth and the Downtown Development Authority would like to upgrade the current 50-year-old fountain in Kellogg Park, and

WHEREAS The Wilcox Foundation has agreed to fund the project with a grant totaling \$1,021,449 with the fountain to be known as the Wilcox Fountain, and

WHEREAS The City of Plymouth will contribute \$30,000 to the construction of the new fountain, and

WHEREAS The Downtown Development will contribute \$20,000 toward completion of the project

NOW THEREFORE BE IT RESOLVED THAT the DDA Board recommends to the City Commission it enter into a binding agreement with the Wilcox Foundation to construct a new fountain in Kellogg Park, and

BE IT FURTHER RESOLVED THAT the DDA Board agrees to contribute \$20,000 from the Reserve for Contingency Fund 248.290.262.000 which has \$105,015 as of February 6, 2020.

MOTION CARRIES 6-0

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Mayor Wolcott said he hoped to get City Commission approval at the next City Commission meeting. Mayor Wolcott said the Wilcox Foundation and City are very close to finalizing the contract. Mayor Wolcott said that if all upcoming approvals are met, fountain construction would begin after Art in the Park in July of 2020 and expected completion would be in November of 2020.

B. Kellogg Park Configuration During Construction

Executive Director Bruscato explained three options of consideration for the band shell and stage during summer events.

Director Elliott said the best option seems to be the Penniman option.

Director Rieli said he thinks the Penniman option is the best option.

There was a consensus of the board that the Penniman option was the best option.

8. REPORTS AND CORRESPONDENCE

A. Saxton's Expenditure Report

Executive Director Bruscato gave an update on expenditures at the Saxton's property.

B. DIA Public Art/Kellogg Park

Executive Director Bruscato gave an update on the proposed DIA public art project.

C. City Commission Strategic Plan

Executive Director Bruscato provided the updated City Strategic Plan approved by the City Commission.

9. ADJOURNMENT

Director Rieli made a motion seconded by Mayor Wolcott to adjourn the DDA Regular Meeting.

MOTION PASSED 5-0

Meeting adjourned at 8:40 p.m.