

Monday, August 12, 2019 Regular Meeting Minutes



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

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Meeting called to order at 7:00 p.m. by Chairperson Adam Covington.

1. ROLL CALL

MEMBERS PRESENT:

Adam Covington, Chairperson
Kerri Pollard, Vice Chairperson
Oliver Wolcott, Mayor
Ellen Elliott
Scott Foess
Robert Parent
Brent Rieli

MEMBERS ABSENT:

Daniel Farmer
Maura Hynes
Dan Johnson
Frank Yaquinto

OTHERS PRESENT:

Suzi Deal, City Commissioner
Tony Bruscato, DDA Executive Director

2. CITIZEN COMMENTS: None

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3. APPROVAL OF MINUTES:

A. Regular Meeting Minutes 7-8-10-2019

A motion was made by Director Elliot and seconded by Director Pollard to postpone acceptance of the minutes pending more clarification of the Board's vote on the Wade Trim proposal for the Kellogg Park Master Plan.

MOTION PASSED 7-0.

4. APPROVAL OF AGENDA:

A motion was made by Director Elliott and seconded by Director Parent to approve the 8-12-2019 Regular Meeting Agenda.

MOTION PASSED 7-0.

5. BOARD COMMENTS:

Director Parent wanted to address specifics on paid parking. Mayor Wolcott said city administration will develop a plan on proposed parking and it will be brought back to the DDA for review, before a vote by the City Commission.

6. OLD BUSINESS

A. Strategic plan update

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

Chairman Covington said he would like to have the DDA Finance Subcommittee in place by the fall of 2019. He is looking for DDA board members who would like to volunteer.

B. DDA Master Plan Update

Shawn Keough from Wade Trim submitted a written update on the project. There was no discussion

C. Kellogg Park Master Plan

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Shawn Keough from Wade Trim submitted a written update on the project. There was no discussion.

D. Kellogg Park usage reports

The board was presented reports by City Manager Paul Sincock and Director Elliott. Director Elliott gave an overview of her report, indicating Kellogg Park is used a lot; however believes the number of activities in the park have decreased because of the uncertainty when future renovations will be made.

7. New Business

A. City Commission Committee of the Whole paid parking report

Director Parent believes there is an opportunity to have a trolley system and shuttle passengers to downtown and Old Village to cut down on the number of cars that need to be parked.

Director Pollard noted visitors will pay for the convenience of having a parking space

8. REPORTS AND CORRESPONDENCE

A. Saxton's Expenditure Report

Executive Director Bruscato gave an update on expenditures and revenues relating to the Saxton's property. There was a Wade Trim expenditure that Director Elliott wanted clarification from staff. Bruscato said the information would be forwarded to the Board.

Mayor Wolcott said future attorney bills for the Saxton's property would be paid for by the City, as it has control over the sale of the property.

9. ADJOURNMENT

Director Parent made a motion seconded by Director Foess to adjourn the DDA Regular Meeting.

MOTION PASSED 7-0

Meeting adjourned at 8:28 p.m.