

Monday, October 14, 2019 Regular Meeting Minutes



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

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DOWNTOWN DEVELOPMENT AUTHORITY

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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
Daniel Farmer
Scott Foess
Robert Parent
Brent Rieli

MEMBERS ABSENT:

Maura Hynes
Dan Johnson
Frank Yaquinto

OTHERS PRESENT:

Suzi Deal, City Commissioner
Paul Sincock, City Manager
Tony Bruscato, DDA Executive Director
Win Schrader, Wilcox Foundation

Monday, October 14, 2019 Regular Meeting Minutes

2. CITIZEN COMMENTS:

Don Wakefield from the Great Lakes Art Foundation said that his organization is preparing an art proposal for the property near the Wilcox House.

3. APPROVAL OF MINUTES:

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

A motion was made by Director Elliott and seconded by Mayor Wolcott to approve the 9-9-2019 Regular Meeting Minutes.

MOTION PASSED 8-0.

4. APPROVAL OF AGENDA:

A motion was made by Mayor Wolcott and seconded by Director Rieli to approve the 10-14-2019 Regular Meeting Agenda.

MOTION PASSED 8-0.

5. BOARD COMMENTS: NONE

6. OLD BUSINESS

A. Strategic Plan Update

Executive Director Bruscato updated the DDA Board about items on the DDA Strategic Plan.

B. Kellogg Park Master Plan

Wilcox Foundation Board Member Win Schrader said that the Wilcox Foundation is committed to see a new fountain built in Kellogg Park. Schrader said the Wilcox Foundation has about \$3.5 million total, but a portion of that money is allocated toward other projects. Schrader said that the Wilcox Foundation has allocated just over \$900,000 for a new fountain, and the Wilcox Foundation Board would have to vote to decide if additional funds would be available. Schrader said that he hoped the City would look at

Monday, October 14, 2019 Regular Meeting Minutes

other fundraising opportunities to find the additional estimated \$500,000 to complete the new fountain project.

Mayor Wolcott said there will be no additional design changes for the proposed Kellogg Park fountain.

Chairman Covington said that the DDA and City should have a better idea of additional hard costs relating to a potential fountain project over the next few weeks, but the DDA does not have money for the project in its budget. Covington said that the DDA and City needs to look at creative fundraising solutions.

Resident Dave Rucinski said he hoped the DDA would provide an updated timeline for the fountain project in addition to new details of hard costs.

Executive Director Bruscato said that staff will meet with Wade Trim over the next few days related to Kellogg Park Master Plan tasks including pavers, soil, trees and utilities. Bruscato said this information is scheduled to be presented at the November DDA meeting.

Director Elliott said that the DDA Board needs to decide on the next steps for developing the Kellogg Park Master Plan.

Chairman Covington said the DDA Board will have an opportunity to engage with Wade Trim and decide on the next step to develop the Kellogg Park Master Plan at the next DDA Board Meeting.

7. NEW BUSINESS

NONE

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.

Monday, October 14, 2019 Regular Meeting Minutes

B. Plymouth Street Bond

Executive Director Bruscato explained how the approved Roads Infrastructure Plan would impact streets inside the DDA boundaries.

Mayor Wolcott said it is critical that the roads bond ballot proposal passes to complete needed street repairs in the DDA and the City.

C. Planning Commission Update

Executive Director Bruscato updated the DDA Board on potential changes to the Sign Ordinance and explained where the Planning Commission is with approvals related to the Saxton's Property. Bruscato said the Planning Commission is expected to review potential Sign Ordinance changes next month.

D. Downtown Events Summary

Chairman Covington thanked DDA Staff for all their work to help make downtown events successful.

Vice Chair Pollard said that it's time that the DDA and City examine the impact of events on the downtown. Pollard said she believes many events have significant negative impacts on downtown merchants.

Director Rieli said that events that close roads, especially for multiple days, hurt downtown businesses.

Director Parent said that retail is not a 10-6 operation and more downtown merchants need to stay open later.

Director Elliott said that the DDA and City need to examine the impact events have on infrastructure.

Director Foess said that events that close streets for multiple days are events that have been a part of the Plymouth community for decades.

Director Farmer said his family has a great appreciation for the events held in Downtown Plymouth. Farmer said the DDA should not back away from the community.

Mayor Wolcott said that it is important to continue to monitor how events impact City resources and it be a continuous conversation for the DDA Board and City Commission.

Monday, October 14, 2019 Regular Meeting Minutes

9. ADJOURNMENT

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

MOTION PASSED 8-0

Meeting adjourned at 7:51 p.m.