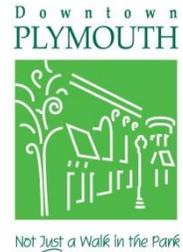


Thursday, January 14, 2016 Meeting Minutes



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

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CITY OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY

Thursday, January 14, 2016
Regular Meeting Minutes

Meeting called to order at 7:01 p.m. by Chairperson Oliver Wolcott.

1. ROLL CALL

MEMBERS PRESENT:

Oliver Wolcott, Chairperson
Lindsey Lebovitz, Vice Chair
Dan Dwyer, Mayor
Dan Amos
Penny Flury
Jim Frisbie
Dan Johnson
Bob Parent
Kerri Pollard
Michele Potter
Jason Smith
Frank Yaquinto

MEMBERS ABSENT:

Paul DePalma

OTHERS PRESENT:

Paul Sincock, Plymouth City Manager
Tony Bruscatto, DDA Director
Ben Johnson, DDA Intern
Tom Vanmoorlegem, owner Saxton's Power Equipment
Dave Herron, owner Plymouth Train Shop

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Sarkis Kotschumian, owner Royalty Seats
Joe McGlinn, resident
Bill Lincoln, resident
Tim Tingsted, resident
Ryan Shaw, resident
Mark Mitchner, resident
Jason Findland, resident
Dave Saturvoy, resident
Bill Lincoln, resident
Paul Blackwood, resident
Wendy Harless, representative from the Plymouth Preservation Network

2. CITIZEN COMMENTS: NONE

3. BOARD COMMENTS:

Director Frisbie noted that the election of officers needed to be added to this agenda.

4. APPROVAL OF AGENDA:

Director Frisbie made a motion that was seconded by Director Yaquinto to approve the amended agenda that adds 7c, election of officers.

MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF MINUTES:

- a. A motion was made by Director Potter and seconded by Mayor Dwyer to approve the 12-10-2015 regular meeting minutes.

MOTION CARRIED UNANIMOUSLY

6. OLD BUSINESS

- a. Saxton's property discussion

Chairperson Wolcott discussed some scenarios for moving forward with the Saxton's properties. Chairperson Wolcott said the no decision would be made in tonight's meeting, but instead a robust discussion will take place.

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Resident Tim Tingsted, said he is in favor of option D (*see January agenda packet for option details*) and it is important to keep the neighborhood intact.

Resident Ryan Shaw said he doesn't want his home surrounded by a parking lot. He also said if the businesses are forced to leave the DDA should help them find new locations.

Resident Mark Mitchner said the brick building should be restored not torn down.

Resident Jason Findlan said he opposes the parking lot near Maple for three reasons. The first reason is that it destroys two historic buildings. The second is that it is poor urban planning, but he said he could favor option D. He additionally said that there is a petition with over 200 signatures to not have a parking lot on the Saxton's property.

Resident Dave Saturvoy said it is important to keep the essence of Plymouth intact.

Resident Joe McGlenn said he is concerned about his rent going up. He said that all of the current tenants are concerned and that any raise may force them to leave.

Resident Bill Lincoln said that he is concerned about any portion of the neighborhood being taken away for a parking lot. He said that it is important to keep Maple residential.

Resident Paul Blackwood said that other communities have tried to add parking in a similar fashion and it has failed.

Director Parent said it is important that the DDA and residents work together. An exact number of parking spots that are needed downtown needs to be established. Director Parent also said that the DDA should not disrupt the family nature of the city, but the town must adapt to the increase of visitors by adding parking.

Owner of Saxton's Power Equipment Tom Vanmoorlegem said the current Saxton's lot is now full every day after the opening of Keller Williams Realty. He asked why the DDA would allow for more businesses to come into Plymouth.

Mayor Dwyer said that not wanting more vibrancy downtown is a curious comment. More vibrancy positively impacts home values. Mayor Dwyer also said that Option A (*see January agenda packet for option details*) appears to be the least attractive option. Chairperson Wolcott and Vice Chairperson Lebovitz agree that option A shouldn't be considered.

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Director Johnson asked about the possibility of working with a private developer on the Saxton's site.

Director Potter said that the city wouldn't have much control if a private developer owned the site. We currently have control on what is developed on the site.

Plymouth Preservation Network representative Wendy Harless said that the property is in the Historic District, so any developer would have to get approval to make changes.

Director Yaquinto said that it is good that the DDA and resident are having an open dialog about the property. He said that the downtown is reaching a critical point in which business is becoming stymied with the lack of parking. Director Yaquinto also said that the DDA has already improved the look of the Maple street neighborhood by cleaning up the blight from the back of the Saxton's property.

Director Amos said that it's important to realize this issue is not business owners versus residents. The DDA board is made up of both business owners and local residents and the DDA considers what is best for both residents and business owners when making all decisions. Director Amos also said that if the DDA goes back before the HDC, we must be further engaged with HDC members moving forward.

City Manager Sincock said that it appears that no one is in favor of option A. He believes DDA staff will develop a few visual concepts for the property based on these discussions and the DDA Board can then decide which concept works best moving forward.

Director Frisbie said we may need a new parking study or an update to the 2011 parking study.

b. Saxton's leases

Staff Director Bruscato updated the board on the fair market value numbers for the leases in the Saxton's property as previously requested by the DDA Board.

Current tenant Joe McGlinn said rents shouldn't be raised based off current market value rates because the building is old and there are constant heating and cooling issues.

Director Parent said the building cannot be a burden on the DDA and the taxpayers.

Director Smith said that a raise shouldn't be solely based on market rates.

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Mayor Dwyer said that the DDA owes it to our citizens to make sure we get as much money as we can while staying in line with fair market value.

Owner of Royalty Seats Sarkis Kotschumian said he believes that rents getting raised may cause most business to be forced to move. He said that he has interest in purchasing the brick building and keeping the current businesses in place.

RESOLUTION

The following resolution was offered by Mayor Dwyer and seconded by Director Frisbie.

WHEREAS The Downtown Development Authority Board recently purchased the Saxton's property which includes three businesses (Saxton's, Royalty Seats and Plymouth Train Shop) plus two apartments, and

WHEREAS The current tenants are on month-to-month leases that are under market value and don't include the payment of utilities or taxes, and

WHEREAS the DDA has been subsidizing tenants by paying for the utilities and taxes from DDA funds,

NOW THEREFORE BE IT RESOLVED the DDA Board of Directors votes to authorize DDA Staff to bring the monthly leases more in line but not to exceed current market values:

MOTION PASSED 11-1

Director Parent Opposed.

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c. 2016 goals

In the December 2015 DDA Board meeting, the DDA Board developed a list of potential DDA goals for 2016. The DDA Board consolidated the list to the four most important goals for 2016. Below are those goals.

1. Saxton's property: continue to develop and implement a comprehensive strategy to increase public parking in the DDA.
2. Tree lights: continue to collaborate with property owners on tree lighting improvements downtown.
3. Parking lot and alley improvements.
4. Kellogg Park fountain upgrades.

7. NEW BUSINESS

a. Patio tents

Director Yaquinto requested information to determine if he can have patio tents on his sidewalk patios (Fiamma, Compari's, The Sardine Room). Staff Director Bruscato gave the board staff's findings including building department and fire code recommendations.

Director Smith said the DDA should find examples of tents used in other communities.

Chairperson Wolcott asked that Director Smith look to see if there are other communities that use similar tents. Chairperson Wolcott also said a major concern with patio tents is the duration of when they are up.

Director Frisbie said he has concerns over the drainage on to walking areas on Main Street.

Director Yaquinto said that specific parameters should be set.

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b. Saxton's Boiler Expenditure

DDA Staff Director Bruscato updated the DDA Board on the expenditures to fix the boiler in the Saxton's properties.

RESOLUTION

The following resolution was offered by Director Frisbie and seconded by Director Parent.

WHEREAS The Downtown Development Authority Board recently purchased the Saxton's property which includes three businesses (Saxton's, Royalty Seats and Plymouth Train Shop) plus two apartments, and

WHEREAS The DDA is the property manager for the site and maintains upkeep of the facility, and

WHEREAS the DDA the boiler that services three businesses and two apartments went out, leading to replacement of the boiler,

NOW THEREFORE BE IT RESOLVED the DDA Board of Directors votes pay Harford & Ratliff of Novi \$17,350 to replace the boiler. The funds will be paid from Acct. No. 248 445 818 000, Contractual Services for the Saxton's Property.

MOTION PASSED UNANIMOUSLY

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c. Election of officers

Director Frisbie made a motion and Director Yaquinto seconded the motion to nominate Chairperson Wolcott as DDA Chairperson for 2016.

Mayor Dwyer made a motion to close nomination seconded by Vice Chairperson Lebovitz. MOTION PASSED UNANIMOUSLY.

The motion to maintain Wolcott as DDA Chairperson for 2016 was passed unanimously.

Director Frisbie made a motion and Director Potter seconded the motion to nominate Vice Chairperson Lebovitz as DDA Vice Chairperson for 2016.

Mayor Dwyer made a motion to close nomination seconded by Director Yaquinto. MOTION PASSED UNANIMOUSLY.

The motion to maintain Lebovitz as DDA Vice Chairperson for 2016 was passed unanimously.

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8. Reports and Correspondence

- a. Saxton's expenditure tab: The Board was given an up-to-date list of the costs associated with upkeep of the Saxton's property.

9. Adjournment

Director Potter made a motion to adjourn the meeting. Director Smith seconded the motion.

MOTION CARRIED UNANIMOUSLY

Meeting adjourned at 9:00 p.m.