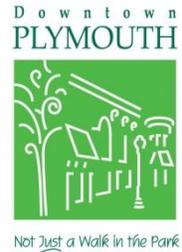


Thursday, February 11, 2016 Meeting Minutes



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

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CITY OF PLYMOUTH  
DOWNTOWN DEVELOPMENT AUTHORITY

Thursday, February 11, 2016  
Regular Meeting Minutes

Meeting called to order at 7:00 p.m. by Chairperson Oliver Wolcott.

1. ROLL CALL

MEMBERS PRESENT:

Oliver Wolcott, Chairperson  
Lindsey Lebovitz, Vice Chair  
Dan Amos  
Penny Flury  
Jim Frisbie  
Kerri Pollard  
Michele Potter  
Jason Smith

MEMBERS ABSENT:

Dan Dwyer, Mayor  
Paul DePalma  
Dan Johnson  
Bob Parent  
Frank Yaquinto

OTHERS PRESENT:

Paul Sincock, Plymouth City Manager  
Tony Bruscatto, DDA Director  
Sam Plymale, DDA Coordinator  
Ben Johnson, DDA Intern  
Dave Herron, owner Plymouth Train Shop

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Tim Tingsted, resident  
Ryan Shaw, resident  
Jason Findland, resident

2. CITIZEN COMMENTS: NONE

3. BOARD COMMENTS:

Director Potter said that the lack of public parking is affecting whether businesses renew their leases near her business.

4. APPROVAL OF AGENDA:

A motion was made by Director Frisbie and seconded by Director Amos to approve the February 11, 2016 regular meeting agenda.

MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF MINUTES:

- a. A motion was made by Director Flury and seconded by Director Smith to approve the 1-14-2016 regular meeting minutes.

MOTION CARRIED UNANIMOUSLY

6. OLD BUSINESS

a. Saxton's leases

Staff Director Tony Bruscato explained the process of how staff constructed the new proposed leases at the Saxton's property.

Director Smith asked if the new proposed leases would now cover property costs. Staff Director Bruscato said that the proposed leases will cover costs.

Director Amos said that although the leases raise rents on all five tenants, rents are still well below current market value.

Plymouth Train Shop owner Dave Herron said that the raise is more than he could afford and that he would look into moving his business.

RESOLUTION

*The following resolution was offered by Director Potter 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 compensate for maintenance costs associated with the property and buildings, 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 bring the monthly leases more in line with market values by offering tenants new, one-year leases that will begin on April 1, 2016.*

	Current	Proposed
Saxton's Power Equipment:	\$1,500	\$6,500
Plymouth Train Shop	\$675	\$800
Royalty Seats	\$680	\$800
Apt. A (small)	\$650	\$825
Apt. B (large)	\$1,600	\$2,000

*NOW FURTHER BE IT RESOLVED that if any of the tenants declines the new lease they be given 30 days notice to vacate the property.*

MOTION PASSED UNANIMOUSLY

b. Patio Tents

Director Smith explained the patio tent research he gathered from other local

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communities and communities across the country. Director Smith said the structures were commonly referred to as "non-permanent covers" in other communities.

Director Smith said "non-permanent covers" on public outdoor dining areas would create the following challenges in downtown Plymouth:

- Interruptions of pedestrian traffic
- Would aesthetics match historic nature of downtown?
- ADA accessibility
- Site lines for adjacent businesses
- Safety issues
- Water runoff problems on public walkways

Chairperson Wolcott said that he is not in favor of the "non-permanent covers" due to the challenges Director Smith stated above. There was a consensus among DDA Board members not to allow "non-permanent covers" on public outdoor dining patios.

Chairperson Wolcott said that the DDA should look to update the Outdoor Dining Policy to reflect the DDA Board's consensus on the issue.

Director Potter said any update to the Outdoor Dining Policy should include uniform standards for patio umbrellas. There was a consensus among DDA Board members to address patio umbrella standards in a future update of the Outdoor Dining Policy.

### 7. NEW BUSINESS -NONE

### 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 7:26 p.m.