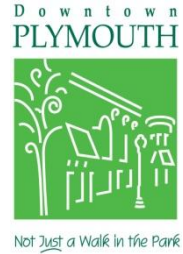


Wednesday, April 18, 2018 Subcommittee Meeting Minutes



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

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CITY OF PLYMOUTH
DDA PARKING COMMITTEE

Wednesday, April 18, 2018
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Meeting called to order at 5:00 p.m. by DDA Chairman Jason Smith.

1. ROLL CALL

MEMBERS PRESENT:

Jason Smith, DDA Chairman
Kerri Pollard, DDA Vice Chair
Ellen Elliott
Wes Graff
Bob Ostendorf
John Thompson
Frank Yaquinto

MEMBERS ABSENT:

Oliver Wolcott, Mayor
Dan Johnson

OTHERS PRESENT:

Colleen Pobur, Mayor Pro Tem
Suzi Deal, City Commissioner
Ed Krol, City Commissioner
Paul Sincock, City Manager
Aaron Powers, Wayne County Assessors
David Rich, Rich & Associates
Tony Bruscato, DDA Director
Sam Plymale, DDA Coordinator

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- 2. CITIZEN COMMENTS – NONE
- 3. COMMITTEE COMMENTS – NONE
- 4. APPROVAL OF MINUTES

Ellen Elliott made a motion seconded by member Bob Ostendorf to approve the March 21, 2018 Parking Subcommittee Meeting Minutes.

MOTION APPROVED UNANIMOUSLY.

- 5. OLD BUSINESS

- a. Special Assessment Information-Aaron Powers, Wayne County Assessors

Aaron Powers, The City of Plymouth’s contractor from Wayne County Assessors, detailed the special assessment process for the Parking Committee.

Member Bob Ostendorf asked if you can assess businesses differently based on use.

Powers said that potential uses of properties can determine varied zoning rates.

Chairman Jason Smith asked if would only take 51% of property owners to be against the special assessment to stop the process.

Powers said that if 51% of property owners or 51% of total property owned opposed the special assessment, a super majority City Commission vote would be needed to continue with the process.

Property owner Pat O’Neil asked whether the assessment would be one-time or over a period of years.

Powers said that most special assessments are spread over a determined period of time.

Member Bob Ostendorf asked how much would need to be spent on the process before specific assessment roll numbers are obtained.

Mark Christiansen, City of Plymouth Finance Department, said the process could easily cost between \$20,000-\$30,000 or more to get the information needed to tabulate the

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assessment rolls.

Member Frank Yaquinto asked if the DDA would fund this.

Christiansen said that the DDA would fund the process.

b. Parking Deck Costs-Dave Rich, Rich & Associates

Dave Rich, Rich & Associate, said a pre-schematic design of a four-story parking deck at the Central Parking Deck site was created in 2004 that would have approximately 480 spots. Rich said based off recent estimates of \$22,000-\$25,000 per space, including other construction and engineering costs, a deck of this size would be estimated at \$15-million to \$16-million dollars.

Rich said that new construction would take approximately 10-12 months.

Chairman Smith said he thinks that a conservative time frame that included demo time would be closer to 18 months.

Member Ellen Elliott said that there still has been no determination of how many parking spots are needed.

Chairman Smith said he wants to find out the highest total parking spots that could fit on the Central Parking Deck footprint.

Member Yaquinto said that he feels a decision should be made on the proposed Saxton's development before moving forward with a new Central Parking Deck.

Member Ostendorf said that the Saxton's development and a new Central Parking Deck are not mutually exclusive.

Member Graff said that creating more parking on surface lots on the eastern side of downtown could be done at a significantly lower cost.

c. Wilcox Property Potential Parking

Chairman Smith outlined a discussion between Mayor Wolcott and Wilcox property owner Stan Dickson about temporary parking.

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Mayor Wolcott provided a written recap of the meeting:

Stan and I met on March 26th to discuss potential overflow parking at the Wilcox site if / when the Central Parking Deck is demolished and re-built.

Stan indicated that he would welcome an offer / arrangement with the City / DDA and that he was open to how an arrangement would be structured.

There was not a discussion on any dollar amount per se, but an understanding that when the time is right the City / DDA could present an offer to lease that space, assuming the Saxton's development is not yet undergoing construction on the site.

Stan would only look at what is fair and reasonable for the duration of time we would need to lease that space, and again would be open to a creative arrangement (maintenance, paving, management of the site, etc, etc.)

We both agreed to take up the conversation again in short order once we have a good idea on when the deck may come down.

Overall, a very positive meeting. Stan voiced his strong sentiment to work with the City in a positive and cooperative manner.

Oliver Wolcott
Mayor
City of Plymouth

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Member Ellen Elliott made a motion seconded by Member Bob Ostendorf to make a recommendation to the DDA Board to initiate the special assessment process to optimize the downtown parking system.

MOTION CARRIED UNANIMOUSLY

Meeting adjourned at 7:08 p.m.