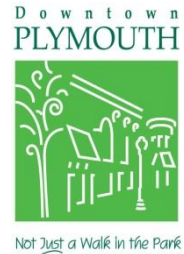


Thursday, January 11, 2018 Meeting Minutes



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

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CITY OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY

Thursday, January 11, 2018
Regular Meeting Minutes

Meeting called to order at 7:00 p.m. by Chairperson Jason Smith.

ROLL CALL

MEMBERS PRESENT:

Jason Smith, Chairperson
Kerri Pollard, Vice Chairperson
Oliver Wolcott, Mayor
Sarkis Anusbigian
Adam Covington
Dan Johnson
Robert Parent
Brent Rieli
Frank Yaquinto

MEMBERS ABSENT:

Michelle Potter

OTHERS PRESENT:

Tony Bruscato, DDA Director
Sam Plymale, DDA Coordinator
Colleen Pobur, Mayor Pro-Tem

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1. CITIZEN COMMENTS: NONE

2. BOARD COMMENTS:

Chairman Smith said that Plymouth and Plymouth Township residents should take the Recreation Survey listed on the city's website.

3. APPROVAL OF AGENDA:

Chairman Smith suggested changing the order of the agenda to 6a-Harmonie Park Saxton's Presentation, 6b Liquor License Discussion and 6c 2017 Digital Media Analytics.

Mayor Wolcott made a motion to approve an amended agenda with the suggested changes listed above for the January 11, 2018 Regular Meeting Agenda seconded by Director Rieli.

MOTION CARRIED UNANIMOUSLY

4. APPROVAL OF MINUTES:

A motion was made by Director Rieli and seconded by Vice Chair Pollard to approve the December 14, 2017 regular meeting minutes.

MOTION CARRIED UNANIMOUSLY

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5. OLD BUSINESS

a. DDA 2017 goals update

Parking – Staff Director Tony Bruscato said the DDA Parking Subcommittee is scheduled to meet on January 31 at 5 p.m. at Plymouth City Hall.

Choosing a developer for Saxton’s property – Update in item 6a.

Wilcox Fountain – Update in item 7a.

Kellogg Park upgrades –No update.

DDA website and social media upgrades – Update in item 6c.

Budget plan for addition of pedestrian crossing signals – No update.

Chairman Smith said that the 2018 DDA goals would be set at the February DDA Regular Meeting and would mirror the City Commission goals that are scheduled to be set at the January 27 strategic planning meeting.

6. New Business

a. Harmonie Park Saxton’s presentation-Don Capobres/Wendi Baker

The Harmonie Park development team presented an update on the potential development on the areas commonly known as the Saxton’s and Wilcox properties.

Chairman Smith asked if Harmonie Park had a deal in place to secure the Wilcox property which was a part of the proposal.

Don Capobres, Harmonie Park, said the project won’t move forward until the private/public partnership funding is figured out. Capobres said that Harmonie Park would need a commitment of DDA TIF money before an agreement on the Wilcox property was finalized.

Mayor Pro Tem Colleen Pobur asked that the Harmonie Park presentation be posted on the DDA website.

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b. Liquor License Discussion

Director Yaquinto made a motion to allow business owners who have a personal or financial interest with liquor licenses to take part in the discussion, but recuse themselves from a vote on the subject. The motion was seconded by Director Parent.

MOTION CARRIED UNANIMOUSLY

Mayor Wolcott said today's liquor license discussion should center on whether or not Downtown Plymouth would benefit from increasing the liquor license cap.

Mayor Pro Tem Colleen Pobur said the LLRC is currently working to update the language, and discussions in those meetings have been 50/50 about making a change to the liquor license cap.

Director Parent said no one advocates for retailers.

Director Pollard said parking is at its worst at lunchtime.

Director Yaquinto said there is one license in escrow so the cap hasn't yet been reached.

Ellen Elliot, Friends of the Penn, said the restaurant to retail ratio should play a role in the liquor license discussion.

Resident Walter Janowski said ride share services have opened up parking at night.

Resident John Townsend said that the DDA and LLRC review the cap annually, and this is a 12 month decision not a five year decision.

Director Johnson said that the parking issue must be solved before raising the cap.

Chairman Smith said that the cap should be raised eventually, but not this year.

Director Parent made a motion that the DDA Board recommend to the LLRC and City Commission to keep the liquor license cap where it currently stands at 14 inside the DDA District.

THE MOTION FAILED for lack of a second.

RESOLUTION

The following resolution was offered by Director Rieli and seconded by Vice Chair Pollard.

WHEREAS The number of liquor licenses currently allowed under the liquor license cap operating in the DDA District is 14, and

WHEREAS The DDA annually provides a recommendation to the LLRC and Plymouth City Commission on the amount of liquor licenses that can operate within the DDA boundary,

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority Board of Directors does hereby recommend an increase of one liquor license to the make the current liquor license cap 15 within the DDA boundary in 2018.

MOTION CARRIES 3-2

YEA

Pollard
Covington
Rieli

NAY

Parent
Smith

Mayor Wolcott abstained from the vote.

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c. 2017 Digital Media Analytics-Sam Plymale

DDA Coordinator Plymale provided an update on the 2017 web and social media analytics.

7. Reports and Correspondence

a. Kellogg Park Fountain update

Landscape Architect Marc Russell provided an update on the Kellogg Park fountain project.

Director Covington indicated that he would like to be on any future subcommittee related to any future renovations of Kellogg Park.

b. Saxton's expenditure tab

Staff Director Bruscato gave an update on the revenues and expenditures on the Saxton's property.

8. Adjournment

Mayor Wolcott made a motion to adjourn the meeting seconded by Director Parent.

Meeting adjourned at 9:43 p.m.