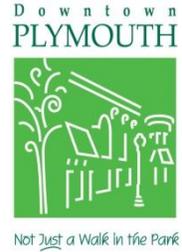


Thursday, February 8, 2018 Meeting Minutes



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

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CITY OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY

Thursday, February 8, 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
Adam Covington
Michelle Potter
Brent Rieli

MEMBERS ABSENT:

Sarkis Anusbigian
Dan Johnson
Robert Parent
Frank Yaquinto

OTHERS PRESENT:

Tony Bruscato, DDA Director
Sam Plymale, DDA Coordinator
Sally Elmiger, Carlisle/Wortman Associates

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1. CITIZEN COMMENTS:

Resident Dave Rucinski asked for a status update on the Kellogg Park fountain project. DDA Staff Director Tony Bruscato said that city officials would be meeting with The Wilcox Foundation over the next two weeks to go over details of the bid documents. Bruscato said that bid documents should be out by the end of February.

2. BOARD COMMENTS:

Director Covington said he is glad to be back on the DDA Board and formally introduced himself.

Director Potter said she wanted to see a record of the Liquor License conversation on the January 11, 2018 Meeting Minutes before approval. Director Potter asked why Mayor Wolcott abstained from the liquor license vote at the February meeting and suggested that City Attorney Bob Marzano be present at the March 8, 2018 Regular Meeting to address potential ethics issues.

3. APPROVAL OF AGENDA:

A motion was made by Mayor Wolcott and seconded by Director Potter to approve the February 8, 2018 Regular Meeting Agenda.

MOTION PASSED 6-0.

4. APPROVAL OF MINUTES:

A motion was made by Director Covington and seconded by Mayor Wolcott to approve the January 11, 2018 Regular Meeting Minutes. Director Potter said the minutes should not be approved until more details are listed for item 6b Liquor License Discussion.

MOTION FAILED 0-6.

Mayor Wolcott directed staff to update the January 11, 2018 minutes as requested and to bring them back before the DDA Board at the Regular Meeting on March 8, 2018.

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5. OLD BUSINESS

a. DDA 2017 goals update

Parking – Chairman Jason Smith said the DDA Downtown Parking Subcommittee is creating a plan that will include an overall vision on parking.

Choosing a developer for Saxton’s property – Chairman Smith said the DDA is continuing negotiations with Harmonie Park.

Wilcox Fountain – No further update.

Kellogg Park upgrades –No update.

DDA website and social media upgrades – Completed.

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

6. New Business

a. Goal Setting Session

Sally Elmiger from Carlisle/Wortman Associates held a goal setting session with DDA Board Members.

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7. Reports and Correspondence

a. Saxton's expenditure tab

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

8. Adjournment

Chairman Smith made a motion to adjourn the meeting seconded by Director Covington.

MOTION PASSED 6-0.

Meeting adjourned at 8:52 p.m.