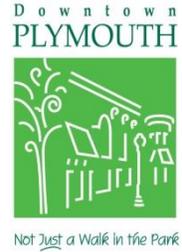


Monday, April 13, 2020 Regular Meeting Minutes



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

831 Penniman, Plymouth, MI 48170
Ph (734) 455-1453 Fax (734) 459-5792
<http://www.downtownplymouth.org>



CITY OF PLYMOUTH DOWNTOWN DEVELOPMENT AUTHORITY

Monday, April 13, 2020
Online via Zoom.us
Regular Meeting Minutes

Meeting called to order at 7:04 p.m. by Chairperson Adam Covington.

1. ROLL CALL

MEMBERS PRESENT:

Oliver Wolcott, Mayor
Adam Covington, Chairperson
Kerri Pollard, Vice Chairperson
Ellen Elliott
Scott Foess
Maura Hynes
Patrick O'Neill

MEMBERS ABSENT:

Daniel Farmer
Dan Johnson
Brent Rieli

OTHERS PRESENT:

Paul Sincock, City Manager
Karen Sisolak, Planning Commission Chair
Tony Bruscatto, DDA Executive Director
Sam Plymale, DDA Coordinator
Shawn Keough, Wade Trim

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2. CITIZEN COMMENTS:

Resident Martha Walton thanked Director Elliott for her inspiring messages on the Penn Theatre marquee.

3. APPROVAL OF THE AGENDA:

A motion was made by Vice Chair Pollard and seconded by Director O'Neill to approve the 4-13-2020 Regular Meeting Agenda.

MOTION PASSED 7-0.

4. APPROVAL OF MEETING MINUTES:

A motion was made by Director Elliott and seconded by Director O'Neill to approve an amended 3-9-2020 Regular Meeting Minutes. The amendment was to correct a Board Comment by Director Elliott

MOTION PASSED 7-0.

5. BOARD COMMENTS:

Director O'Neill gave condolences to Chairman Covington on the passing of his mother. O'Neill thanked DDA staff for their work on promoting businesses during the COVID-19 pandemic.

Director Elliott gave condolences to Chairman Covington on the passing of his mother. Elliott thanked resident Martha Walton for her comments. Director Elliott thanked DDA staff for their comprehensive list of business updates during the COVID-19 pandemic. Elliott encouraged everyone to continue to support local businesses. Elliott asked that all DDA meetings be added to the calendar on the City website.

Vice Chair Pollard thanked Director Elliott for her messages on the Penn Theatre marquee. Pollard thanked DDA staff for their continued work during the COVID-19 pandemic. Pollard thanked Senator Dayna Polehanki for her help getting answers to all her questions dealing with the business issues during the pandemic.

Chairman Covington thanked board members for the comments about his mother. Covington thanked the DDA Board, DDA staff and others for their commitment and adaptability during this time.

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6. OLD BUSINESS

A. DDA Master Plan

Wade Trim representative Shawn Keough explained the process of development of the DDA Master Plan and the proposed road diet on Main Street.

Vice Chair Pollard thanked Wade Trim for the information in the traffic study and that the plan is a move forward for Plymouth.

Mayor Wolcott said he fully endorses the plan.

Director Elliott thanked Wade Trim about the thoroughness of the plan. Elliott asked about the width of the proposed bike lanes and transitions with the bike lanes.

Keough said the goal width of the bike lane is a minimum of five feet. Keough explained the transitions areas.

Chairman Covington asked if signal timing would need adjustments.

Wade Trim representative Laurie Pawlik said that some minor adjustments would be needed.

Director Foess asked about longer delays at intersections.

Keough said the plan is to make the area more pedestrian friendly and to add a few seconds to crosswalk signals to allow pedestrians to cross prior to traffic at Ann Arbor Tr. and Main.

Director Hynes said she needs to see the comprehensive bike plan prior to making a recommendation.

Keough said this is the first step and the comprehensive plan will include north, south, east and west arteries on Main, Harvey, Ann Arbor Tr., Penniman and Farmer.

Director O'Neill asked where the bike lanes will end approaching Ann Arbor Road. O'Neill also suggested putting temporary stripes to keep Main as is until the entire plan is clearer.

Keough said the lanes would begin just north of Ann Arbor Road at Byron with a sharrow symbol in between.

Resident Denise Burrows said she has concerns about crashes between cars and bicycles.

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Keough said an education program will be needed as part of the project.

Resident Ed Walton asked if the study included delivery vehicles.

Pawlik said the models differentiated between passenger vehicles and large vehicles.

Planning Commission Karen Sisolak said she supports the road diet but has a hard time visualizing transition areas.

Keough said he can provide a drawing to better explain the transition areas.

Resident Mary Bosserd said she supports the road diet and asked about it extending north to the railroad tracks.

Keough said there is no non-motorized plan and that sharrow symbols would likely be added on north Main.

B. Kellogg Park Master Plan

Chairman Covington said no decision on the plan will be made today.

Wade Trim representative Scot Lautzenheiser presented the Kellogg Park plan proposal.

Chairman Covington advised DDA Board members to chose which entry way they like best.

Director O'Neill said he liked option 1 best. O'Neill said he doesn't like café tables and chairs and would like to see backless benches instead.

Director Hynes said she liked option 2 or 3 best. Hynes said most people are not in favor back in parking.

Director Foess said he liked option 2 or 3. Foess said he has concerns with brick on the promenade and wants to save the donated bricks. Foess said he is a fan of the back in parking.

Director Elliott said she liked option 2. Elliott said the current paths are ADA compliant and should not be widened. Elliott said she is against the café tables and chairs. Elliott said she had concerns about tents being allowed in Kellogg Park and suggested tents are damaging root systems. Elliott said she is against back-in parking. Elliott said she doesn't mind the woonerf option but has concerns about the costs and surrounding bollards. Elliott said she liked the idea of charging stations, but the plan should focus on planters, benches and the fountain to refresh the park.

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Mayor Wolcott said he liked option 2. Wolcott said he liked the promenade and woonef ideas. Wolcott said that different people have different ideas what a refresh actually is. Wolcott said the plan should keep as much green space as possible.

Vice Chair Pollard said she liked option 2 or 3. Pollard said she liked the idea of incorporating the area east of Union. Pollard said she doesn't like the idea of café table and chairs. Pollard said she likes back-in parking but understands why people are against it. Pollard asked about the turf.

Lautzenheiser said Wade Trim would recommend a turf management company.

Chairman Covington said he likes option 1 or 2. Covington said the two most important items in the plan are tree maintenance and turf management. Covington said he likes the woonef and back-in parking and thinks more public education about back-in parking would be needed.

Resident Rucinski said he and other residents are against the addition of any new hardscape. Rucinski said he is opposed to option 1, but option 2 or 3 are okay. Rucinski said he is opposed to café tables and chairs. Rucinski said it is a citizen park and not a DDA park and the citizens should have 80 percent of the say.

Resident Kathy Townsend said the design is vastly improved from where it was years ago. Townsend liked the woonef idea and brick area around the park. Townsend likes option 2 and is opposed to café tables and chairs.

Resident David Satterthwaite said he supports Dave Rucinski's comments. Satterthwaite has concerns about the woonef brick during winter months. Satterthwaite is opposed to café table and chairs.

Resident Martha Walton said although the plan is beautiful, it doesn't reflect the wishes of residents. Walton said residents don't want any additional hardscape, no café tables or new entryways.

Resident Denise Burrows said the proposal is great and is happy with this process. Burrows said paths don't need to be widened, but she does like wraparound benches. Burrows said she likes option 2.

Resident Jan Dersey said path widths should not be altered. Dersey said trees should be prioritized over grass and benches should be kept traditional.

Planning Commissioner Chair Karen Sisolak said she would like to see an "existing vs.

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proposed” overlay. Sisolak said she likes the woonerf and bollards but is concerned about the cost/benefit. Sisolak said she doesn’t like the back-in parking and is against adding hardscape in the park.

Resident Jeff Sisolak said he likes the woonerf and bollard idea.

Resident Jane Libbing said she likes option 1, but option 2 is more appropriate for Kellogg Park. Libbing said she doesn’t like increase in walkways or back-in parking or another entrance way into the park. Libbing said the park’s primary use is for families and events.

Resident Mary Bosserd said the park needs a better maintenance plan and think about how any changes will be maintained.

Resident Tom Bosserd said he is concerned about functionality of bollards and charging stations and is in favor of entryway option 2.

Resident Pete Mundt said he liked the plan but encouraged the DDA to maintain simplicity. Mundt also suggested using landscaping to hide infrastructure where possible.

C. Strategic Plan Update

Executive Director Bruscato gave the board an update of the DDA Strategic Plan.

7. REPORTS AND CORRESPONDENCE

A. Presentation of the 2020-21 DDA Budget

Executive Director Bruscato presented the proposed 2020-21 DDA Budget.

B. Saxton’s Expenditure Report

Executive Director Bruscato presented the March 2020 Saxton’s Expenditure Report.

8. ADJOURNMENT

Director Elliott made a motion seconded by Director Foess to adjourn the DDA Regular Meeting.

MOTION PASSED 7-0

Meeting adjourned at 9:47 p.m.