



Plymouth Downtown Development Authority Meeting Agenda May 8, 2023 7:00 p.m. Plymouth City Hall & Online Zoom Webinar

Plymouth Downtown Development Authority
831 Penniman
Plymouth, Michigan 48170

www.downtownplymouth.org
Phone 734-455-1453
Fax 734-459-5792

Join Zoom Webinar: <https://us02web.zoom.us/j/88321815120>

Webinar ID: 883 2181 5120

Passcode: 570495

1) CALL TO ORDER

*Kerri Pollard, Chairperson
Andre Martinelli, Vice Chair
Nick Moroz, Mayor
Jack Ayoub
Ellen Elliott
Scott Foess
Brian Harris
Richard Matsu
Dan Johnson
Patrick O'Neill
Shannon Perry*

2) CITIZENS COMMENTS

3) APPROVAL OF THE AGENDA

4) APPROVAL OF MEETING MINUTES

A. Regular Meeting 4-10-2023

5) BOARD COMMENTS

6) OLD BUSINESS

A. DDA Action Plan Update

7) NEW BUSINESS

- A. 2023 Central Parking Deck Renovation Project Bid Award**
- B. Church Street Parking Spaces Recommendation**
- C. Recommendation For Potential Property Acquisition – Delta Diamond Site**

8) REPORTS AND CORRESPONDENCE

9) ADJOURNMENT

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Board, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

City of Plymouth Strategic Plan 2022-2026

GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. Create a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for serving diverse communities

GOAL AREA THREE - COMMUNITY CONNECTIVITY

OBJECTIVES

1. Engage in partnerships with public, private and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan



Plymouth Downtown Development Authority

Regular Meeting Minutes

Monday, April 10, 2023, 2023 - 7:00 p.m.

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. CALL TO ORDER

Chair Kerri Pollard called the meeting to order at 7:00 p.m.

Present: Chair Pollard, Mayor Nick Moroz, Members Ellen Elliott, Brian Harris, Richard Matsu, Shannon Perry

Excused: Vice Chair Andre Martinelli, Members Jack Ayoub, Dan Johnson, Scott Foess, Patrick O'Neill

Also present: DDA Director Sam Plymale

2. CITIZENS COMMENTS

There were no citizen comments.

3. APPROVAL OF THE AGENDA

Mayor Moroz offered a motion, seconded by Harris, to approve the agenda for Monday, April 10, 2023.

There was a voice vote.

MOTION PASSED

4. APPROVAL OF THE MEETING MINUTES

Mayor Moroz offered a motion, seconded by Harris, to approve the minutes of the February 13, 2023 meeting.

There was a voice vote.

MOTION PASSED

5. BOARD COMMENTS

Moroz thanked organizers of the Egg Hunt and reminded residents about the Spring Artisan Market on April 22.

Perry said she liked the Chamber's Spring Fever décor in Kellogg Park.

Elliott said the Mental Health Fair will return to Kellogg Park on April 29 and that the Mental Health monthly sessions continue at the Penn Theatre.

6. OLD BUSINESS

a. DDA Action Plan Update

Plymale provided the following updates:

- The first required informational DDA meeting of 2023 will be held on June 12 prior to the Regular DDA Board Meeting.
- Bid award recommendation to come at the May DDA Meeting.
- Recap of the Committee of the Whole meeting regarding parking, woonerfs and patios.

- Tony Roko and DIA installations expected to go up over the next month or so.
- Staff seeking grant funding for the garage mural project.
- Redesign of the website expected to launch by the end of the month.
- Saturday Scenes event was approved by the City Commission.

7. NEW BUSINESS

A. DDA Board Training – Ethics and Responsibilities.

City Attorney Bob Marzano conducted a presentation to the DDA Board reviewing their responsibilities including recusals, potential ethical dilemmas, legal responsibilities, potential conflicts of interest, and roles of a DDA Board Member.

8. REPORTS AND CORRESPONDENCE

There were no reports or correspondence.

9. ADJOURNMENT

Mayor Moroz offered a motion, seconded by Elliott, to adjourn the meeting at 7:08 p.m.

There was a voice vote.

MOTION PASSED

2020-2024 Five-Year Action Plan

Rev. February 3, 2021

Goal	Task	Responsible Party	Timeframe	Funding Source	Status Update 5/8/2023
Improve Parking	<p>**Top Priority** Improve condition, aesthetics, and/or functionality of existing parking lots by: - Resurface existing lots that are in need (such as Liberty/Penniman lot, and lot at Harvey/Wing); consider lot re-configuration to improve flow, street edge and pedestrian connections as part of projects. - Design parking lot at Saxton's site</p>	DDA Staff/ DDA Board	Short-term		2023 Central Parking Deck renovation project bidding is complete. Pending approval, project will begin on May 15. DDA Board expected to award bid at May meeting. Saxton's lot project approved at 5/1/23 City Commission meeting. Wira Property not included in new design.
	<p>Finance parking lot maintenance and improvements via a paid parking system. Includes demolition/reconstruction of parking deck. -Decide on a direction for paid parking</p>	DDA Staff/ DDA Board	Short to Mid-term		COW meeting held on 4/3/2023 to inform boards of direction of parking, woonerf and patio updates. City Staff continues to develop a paid parking infrastructure plan to be presented to the City Commission later in 2023.
	<p>Maximize number of parking spaces</p>	DDA Staff	Short to Long-term		Potential too add some on-street parking spots on Church near Main Street.
Improve pedestrian safety	<p>**Top Priority** Improve pedestrian crossings for safety (also goal of DDA Infrastructure Plan), alerting cars that pedestrian is in crosswalk, specifically: - At Penniman/Harvey, Harvey/AA Trail, and Main/Church St. intersections (coordinate with City Commission). - Increase size of waiting area at crossings. - Add alert system for cars as pedestrians enter walkways, especially at midblock crossings such as Main St. between AA Trail and Penniman, or on AA Trail @ Forest. Alerts could include pedestrian activated flashing lights; however, a system with flashing lights may not be appropriate downtown. -Identify locations for additional bike racks</p>	City Commission/ DDA Board	Short-term		New bike racks installed at City Hall, bike rack for Kellogg Park to be installed over the next month. New pedestrian signals at Penniman/Harvey and Ann Arbor Tr. and Harvey and RRFB signals on Main and Ann Arbor Trail COMPLETED.
	<p>Maintain sidewalks for safety, making them pedestrian friendly by: - Repair concrete where needed. - Replace tree grates (either overall or where needed). - Maintain/update pavers. - Extend sidewalks where needed.</p>	DDA Staff	Short-term		Tree grate areas repaired and filled with mulch in March. Brick paver work COMPLETED in April. Powerwashing of eatery areas completed in late April. Sidewalk/curb work later in 2023.
	<p>Plant trees (Also goal of DDA Infrastructure Plan) along sidewalks; replace trees in poor condition as identified; investigate organizations (Keep Plymouth Leafy) that supply/plant trees</p>	City Commission/ DDA Board	Mid-term		Trees on Penniman and Forest to be reevaluated in the spring for potential replacement.

2020-2024 Five-Year Action Plan

Rev. February 3, 2021

Goal	Task	Responsible Party	Timeframe	Funding Source	Status Update 5/8/2023
	Improve street and alley lighting for safety; determine decorative lighting style for alleys (ex. illuminating artwork)	DDA Board/ DDA Staff	Mid to Long-term		New LED lights were installed in June to replace the damaged lights. Lights are intended to help illuminate areas of Fleet Street alley
	Improve alley "ambiance" via artwork to enhance appearance. Potential locations include DDA office alley, alley around parking structure, alley between theater & gathering area, and by St. Joes (near Subway)	DDA Board	Short-term		Plymouth Art Walk has been installed in all Phase 2 locations except Sun & Snow, which is expected to be fixed in mid May. DIA Inside Out installations installed on 5/4/2023
Kellogg Park	Install the new fountain.	DDA Staff	Short-term		COMPLETED
	<p>**Top Priority**</p> <p>Implement Kellogg Park Master Plan by:</p> <ul style="list-style-type: none"> - Prioritize action items identified in Goal Setting Session (12-14-20) - Identify potential funding sources priority short-term action items. - Recommend City Commission adopt Kellogg Park Master Plan as an amendment to the Plymouth Five-Year Parks and Recreation Master Plan. - Submit grant application to MDNR to implement top action-item priorities of Kellogg Park Master Plan. 	City Commission/ DDA Board	Short to Long-term		DMS to work on turf repairs in early spring prior to 2023 event season.
Support Businesses	<p>**Top Priority**</p> <p>Rethink café/outdoor dining policy to include:</p> <ul style="list-style-type: none"> - Closing some streets. - Creating woonerf on Pennimal (in front of theater). - Create semi-permanent dining extension into parallel parking spaces.* - Expand entertainment opportunities in Kellogg Park and throughout downtown. - Create "Social District" for common outdoor liquor sales. <p>*Approved by City Commission starting in April and extending through 2021.</p> <p>-Reach decision on outdoor dining plan and consider "parklets"</p>	City Commission/ DDA Board	Short-term		COW meeting on 4/3/2023 revealed information on future patio/woonerf possibilities. City Commission extended the platform program through 2023 dining season. Outdoor dining season started April 1.
	Expand use of technology	DDA Board	Short to Mid-term		EV charging stations included in design of new parking lot at the Saxton's location

2020-2024 Five-Year Action Plan

Rev. February 3, 2021

Goal	Task	Responsible Party	Timeframe	Funding Source	Status Update 5/8/2023
5	Engage with businesses to create artwork throughout the DDA	DDA Board/ DDA Staff	Short-term		Garage mural on hold until after major renovation of Central Parking Deck in 2023. Staff continue work on sourcing of potential grants to help fund project.
	Attract new businesses and engage with existing businesses	DDA Board/ DDA Staff	Short to Long-term		DDA staff conducting final review of redesign of downtownplymouth.org website. ClvicPlus partners and DDA staff expect to launch in late May. DDA, PCAC, Harris Conservatory, and Chamber met on 5/2/2023 to continue planning for Saturday downtown entertainment during the summer.



ADMINISTRATIVE RECOMMENDATION

To: DDA Board

From: DDA Staff

CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas 2023\May2023

Date: 5/3/2023

Re: 2023 Central Parking Deck Renovation Project Bid Award – RAM Construction Services

BACKGROUND:

The Downtown Development Authority is responsible for the annual and long-term maintenance of the Central Parking Deck, which includes all scheduled and emergency repairs.

Every three to five years, a significant restoration project is needed to ensure the deck is in exceptional condition for the longevity of the structure and the safety of our visitors, merchants, and their employees. This year, concrete work, joint work, and new sealants are needed in many areas around the deck.

In November of 2022, the DDA board contracted with Fishbeck of Kalamazoo for \$45,500 to review the existing condition of the parking structure, prioritize repairs, prepare bid documents, and provide construction administration for the proposed 2023 project.

In April of 2023, the Plymouth DDA received three sealed bids from RAM Construction Services, Smith's Waterproofing, LLC, and Pullman SST, Inc. The bid tabulation form is attached for reference. RAM Construction Services had the lowest base bid of \$167,995.

RAM Construction Services of Livonia, Michigan has handled several renovation projects on the Central Parking Deck in the past, including most recent major renovation in 2020. Fishbeck engineer Justin Thomson has worked with RAM on several occasions and is recommending awarding the 2023 project to RAM due to the low bid and the great track record of RAM completing quality projects on-time and often under budget. Thomson has provided his recommendation below.

Additionally, RAM's bid, along with the engineering, material testing, and contingency costs has the cost of the 2023 project coming in below original estimates. Our preliminary budget for the 2023 project was \$300,000. Our new budget, based off of RAM's low bid, is now \$243,195. A Probable Construction Cost Budget is attached for your reference.

RECOMMENDATION:

Staff recommends that the DDA approve the low-bid contract, including a 15% contingency and material testing of up to \$197,695 to RAM Construction to perform the high and moderate priority repairs as compiled by Fishbeck. The total approval for the project is \$243,195, which includes a 15% construction contingency, materials testing, and the already approved engineering for the project at \$45,500. The funding will come from Acct. No. 405 290 977 813

Plymouth Central Parking Structure Restoration 2023

BID TABULATION

April 20, 2023

BASE BID

BASE BID				RAM Construction Services		Smith's Waterproofing, LLC		Pullman SST, Inc.	
Item No.	Item Description	Unit	Total Bid Quantity	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
Division 0 & 1									
1.1	Contractor Mobilization	L.S.	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 11,420.00	\$ 11,420.00
1.2	Contractor General Requirements	L.S.	1	\$ 5,000.00	\$ 5,000.00	\$ 10,500.00	\$ 10,500.00	\$ 32,750.00	\$ 32,750.00
Division 3									
3.1	Topping Slab Repair	S.F.	200	\$ 42.00	\$ 8,400.00	\$ 39.00	\$ 7,800.00	\$ 72.00	\$ 14,400.00
3.2	Full Depth Slab Repair	S.F.	40	\$ 126.00	\$ 5,040.00	\$ 100.00	\$ 4,000.00	\$ 165.00	\$ 6,600.00
3.3	Tee Flange/Ceiling Repair	S.F.	300	\$ 90.00	\$ 27,000.00	\$ 100.00	\$ 30,000.00	\$ 82.00	\$ 24,600.00
3.4	Tee Stem Repair	S.F.	20	\$ 177.00	\$ 3,540.00	\$ 89.00	\$ 1,780.00	\$ 180.00	\$ 3,600.00
3.5	Beam Repair	S.F.	30	\$ 158.00	\$ 4,740.00	\$ 195.00	\$ 5,850.00	\$ 160.00	\$ 4,800.00
3.6	Wall/Spandrel Repair	S.F.	170	\$ 77.00	\$ 13,090.00	\$ 85.00	\$ 14,450.00	\$ 100.00	\$ 17,000.00
3.7	Column Repair	S.F.	140	\$ 86.00	\$ 12,040.00	\$ 150.00	\$ 21,000.00	\$ 105.00	\$ 14,700.00
3.8	Top of Column Repair	EA.	6	\$ 320.00	\$ 1,920.00	\$ 650.00	\$ 3,900.00	\$ 810.00	\$ 4,860.00
3.9	Curb Repair	S.F.	40	\$ 85.00	\$ 3,400.00	\$ 39.00	\$ 1,560.00	\$ 98.00	\$ 3,920.00
3.10	Install Galvanic Anode at Concrete Repairs	EA.	40	\$ 70.00	\$ 2,800.00	\$ 25.00	\$ 1,000.00	\$ 70.00	\$ 2,800.00
3.11	Shear Connector Repair - Biscuit System	EA.	70	\$ 270.00	\$ 18,900.00	\$ 235.00	\$ 16,450.00	\$ 250.00	\$ 17,500.00
3.12	Haunch Repair	S.F.	10	\$ 211.00	\$ 2,110.00	\$ 150.00	\$ 1,500.00	\$ 335.00	\$ 3,350.00
Division 5									
5.1	Shear Connector Repair - Weld	EA.	5	\$ 170.00	\$ 850.00	\$ 125.00	\$ 625.00	\$ 160.00	\$ 800.00
Division 7									
7.1	Rout & Seal Concrete Cracks	L.F.	300	\$ 5.00	\$ 1,500.00	\$ 6.50	\$ 1,950.00	\$ 5.70	\$ 1,710.00
7.2	Remove & Replace Routed Joint Sealant	L.F.	200	\$ 5.00	\$ 1,000.00	\$ 6.50	\$ 1,300.00	\$ 5.70	\$ 1,140.00
7.3	Remove & Replace Control Joint Sealant	L.F.	1,800	\$ 4.60	\$ 8,280.00	\$ 6.00	\$ 10,800.00	\$ 5.40	\$ 9,720.00
7.4	Remove & Replace Cove Joint Sealant	L.F.	600	\$ 5.60	\$ 3,360.00	\$ 6.30	\$ 3,780.00	\$ 5.70	\$ 3,420.00
7.5	Remove & Replace Wall Joint Sealant (Silicone)	L.F.	30	\$ 14.00	\$ 420.00	\$ 10.00	\$ 300.00	\$ 30.00	\$ 900.00
7.6	Install Wall Joint Sealant (Silicone)	L.F.	10	\$ 16.00	\$ 160.00	\$ 10.00	\$ 100.00	\$ 42.00	\$ 420.00
7.7	Expansion Joint Nosing Repair	L.F.	30	\$ 32.00	\$ 960.00	\$ 35.00	\$ 1,050.00	\$ 70.00	\$ 2,100.00
7.8	Install Deck Coating (Recoat System)	S.F.	4,000	\$ 2.55	\$ 10,200.00	\$ 2.85	\$ 11,400.00	\$ 3.00	\$ 12,000.00
7.9	Install Deck Coating (Full System) at Vehicular Ramp	S.F.	2,700	\$ 3.55	\$ 9,585.00	\$ 3.25	\$ 8,775.00	\$ 3.90	\$ 10,530.00
7.10	Deck Coating Repair (Full System)	S.F.	1,400	\$ 4.00	\$ 5,600.00	\$ 3.25	\$ 4,550.00	\$ 5.00	\$ 7,000.00
7.11	Install Strip Deck Coating (Full System) at Joints	L.F.	1,300	\$ 7.00	\$ 9,100.00	\$ 1.50	\$ 1,950.00	\$ 7.20	\$ 9,360.00
Division 22									
22.1	Remove & Replace Floor Drain	EA.	1	\$ 4,000.00	\$ 4,000.00	\$ 3,500.00	\$ 3,500.00	\$ 5,850.00	\$ 5,850.00
TOTAL BASE BID				\$ 167,995.00		\$ 174,870.00		\$ 227,250.00	

*Unit Key Code: L.S. - Lump Sum, S.F. - Square Foot, L.F. - Lineal Foot, EA. - Each

	RAM Construction Services	Smith's Waterproofing, LLC	Pullman SST, Inc.
Bid Bond	Yes	Yes	Yes
Addenda Acknowledged	Yes	No	Yes
Contractor Qualifications Statement	Yes	Yes	Yes
Proposed Superintendent	Ron Clapper	Rob Sarka	Keith Fobear
Proposed Project Manager	Dan Canedo	Robert Barbier	Manuel Roque

Plymouth Central Parking Structure Restoration 2023

Probable Construction Cost Budget

April 20, 2023

	Preliminary Budget	Revised Budget
	7-Feb-23	20-Apr-23
Total Estimated Construction Cost	\$ 225,770	\$ 167,995
Construction Contingency	11% \$ 24,230	15% \$ 25,200
Engineering	\$ 45,500	\$ 45,500
Material Testing (estimate)	\$ 4,500	\$ 4,500
Probable Construction Cost Budget	\$ 300,000	\$ 243,195

April 28, 2023
Project No. 220597

Sam Plymale, DDA Director
City of Plymouth
Downtown Development Authority
831 Penniman Avenue
Plymouth, MI 48170

**City of Plymouth Central Parking Structure Restoration 2023
Contractor Bid Review and Recommendation**

Dear Mr. Plymale:

Fishbeck has reviewed the contractor bids received on April 20, 2023, for the City of Plymouth Central Parking Structure Restoration 2023 project. Bids were received from the following contractors:

- Pullman SST, Inc.
- RAM Construction Services of Michigan, Inc.
- Smith's Waterproofing, LLC

The apparent low bidder was RAM Construction Services of Michigan, Inc., with a total base bid of \$167,995. A completed bid form was provided, including the required bid security and contractor qualification statement.

RAM Construction Services of Michigan, Inc. has been in business since 1918 and is located in Livonia, Michigan. They are familiar with the Central Parking Structure having completed recent restoration projects in 2018 and 2020. We met with Dan Canedo, Project Manager of RAM Construction Services of Michigan, Inc. regarding their bid to verify that they understand the project requirements. Mr. Canedo stated that they are comfortable with their bid and understand the scope of work and scheduling requirements.

It is our opinion that RAM Construction Services of Michigan, Inc. is qualified to complete the project and their bid is consistent with the scope and intent of the project. If you have any questions or require additional information, please contact me at 269.888.5549 or jthomson@fishbeck.com.

Sincerely,



Justin Thomson, P.Eng.

Project Manager – Parking and Restoration

By email

RESOLUTION

*The following resolution was offered by Director _____ and
seconded by Director _____*

- WHEREAS The upkeep of the Central Parking Deck is the responsibility of the Downtown Development Authority, and*
- WHEREAS In November of 2022, the DDA Board approved project engineering for the 2023 Central Parking Deck Renovation Project by Fishbeck at a cost of \$45,500 for what are termed high and moderate priority repairs to the Central Parking Deck, including concrete repairs, joint repairs, and sealant repairs, and*
- WHEREAS A bid process resulted in RAM Construction of Livonia, MI, the low bid of \$167,995 among three companies that submitted proposals for construction.*
- WHEREAS RAM Construction Services has provided quality work in previous renovation projects on the Downtown Plymouth Central Parking Deck.*

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority Board of Directors does hereby authorize DDA staff to contract with RAM Construction Services of Livonia, MI, for rehabilitation work on the Central Parking Deck in the total amount of \$167,995 for construction work, with an additional \$25,200 for contingency and \$4,500 for materials testing. Total approval for construction, contingency and materials testing is up to \$197,695. Funding will come from Acct. No. 405 290 977 813.



ADMINISTRATIVE RECOMMENDATION

To: DDA Board

From: DDA Staff

CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas
2023\May2023

Date: 5/3/2023

Re: Recommendation For Addition of Church Street Parking Spaces

BACKGROUND:

At a recent Committee of the Whole meeting between the City Commission and Downtown Development Authority, City Manager Paul Sincock presented the idea of adding some on-street diagonal parking spaces on eastbound Church Street just west of Main Street. The proposal would add roughly 6-10 parking spaces on the green space just south of Church Street on property that is already owned by the City. Please see the attached image for location details.

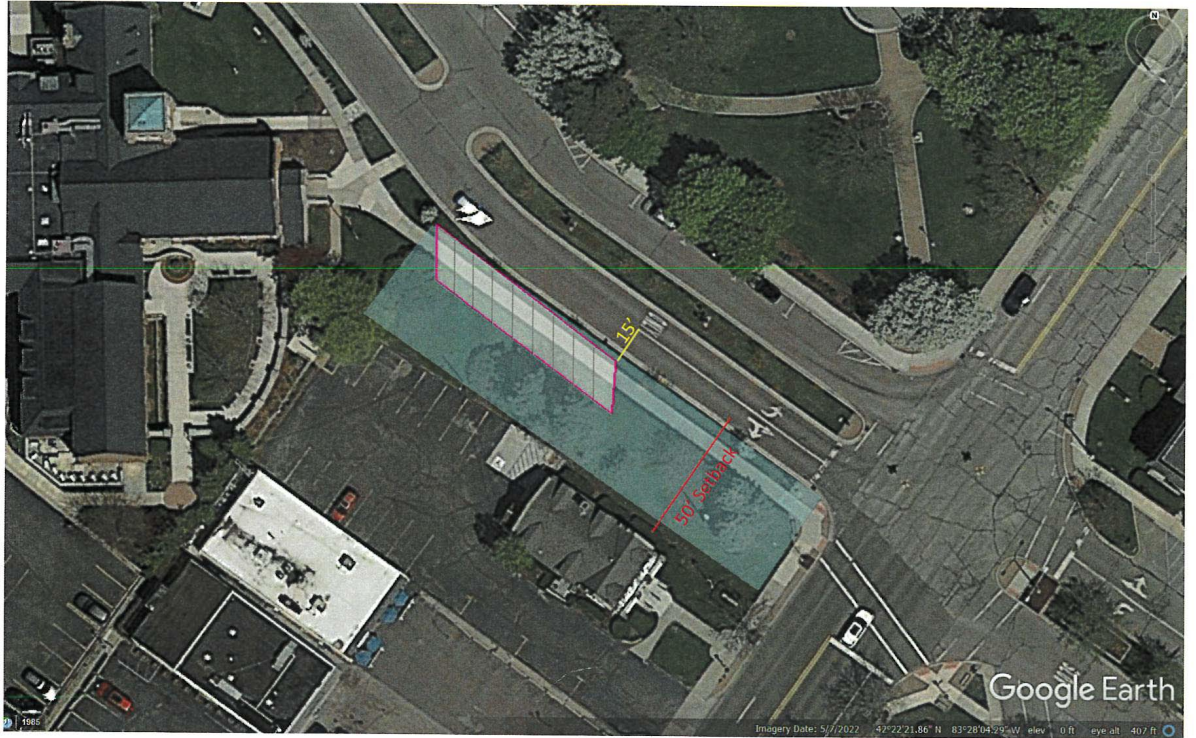
The Plymouth DDA's Five-Year Strategic Plan calls for maximizing the number of parking spaces under the Improve Parking Goal. DDA staff recommends that the DDA Board discuss the idea as it relates to the approved strategic plan goal of adding parking to the public inventory. The potential new spots could be utilized by people visiting City Hall, the Plymouth Historical Museum, PARC and businesses on the north end of the DDA District including Dairy King and Thai Ocha.

The City Commission would like the DDA Board to weigh in on the potential addition of these parking spaces before more due diligence is done such as engineering and design of the potential project. Ultimately, the City Commission will decide on whether to proceed with the potential project.

RECOMMENDATION:

The DDA Board can recommend to the City Commission to move forward with the due diligence phase to potentially add on-street parking spaces on eastbound Church Street. The Board can also make no recommendation related to this matter. The attached

proposed resolution would make the recommendation to move forward. As an alternative the DDA Board could also take no action on making any recommendations.



Church St angle parking concept

9 spaces

RESOLUTION

The following Resolution was offered by Director _____ and seconded by Director _____.

WHEREAS The Plymouth DDA has a Strategic Plan Goal to Improve Parking in the downtown district by maximizing the amount of parking spaces, and

WHEREAS There is space along eastbound Church Street just west of Main Street for the potential addition of some on-street parking spaces, and

WHEREAS The City Commission has requested input from the DDA Board before proceeding with additional due diligence on the potential project.

NOW THEREFORE BE IT RESOLVED THAT the Plymouth Downtown Development Authority Board of Directors recommends that the City Commission begin a due diligence process for the potential addition of on-street diagonal parking spaces on Church Street just west of Main Street.



ADMINISTRATIVE RECOMMENDATION

To: DDA Board

From: DDA Staff

CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas
2023\May2023

Date: 5/3/2023

Re: DDA Recommendation for Due Diligence on Potential Property Acquisition
– 895 W. Ann Arbor Trail

BACKGROUND:

The DDA five-year strategic plan identifies expanding the municipal parking inventory as a goal of the DDA. To achieve that goal, DDA staff members are always examining new and creative ways to achieve this goal as well as the other DDA strategic goals. For a couple of the DDA goals, examining potential property acquisitions when they become available, and making the board aware of them, is an important part of the process.

A current downtown property commonly known as the former Delta Diamond site located at 895 W. Ann Arbor Trail is currently on the market. The City's five-year strategic plan identifies opportunities to expand green space as an objective. To work toward that goal, administration has made the City Commission aware of a recent price-reduction for the purchase of the 895 W. Ann Arbor Trail property. Additionally, the administration met with the Mayor and Mayor Pro-Tem to further discuss about the potential of this site if it were to be acquired by the City.

One concept that may be a possibility at this location would be what is known as a "pocket park". A pocket park is defined as a small park accessible to the public with amenities such as benches, gardens, tables, art, etc. Attached are images of a few pocket parks that have been recently developed in other municipalities across Michigan.

Pocket Park Examples:



Figure 1 Farmington, MI



Figure 2 Watervliet, MI



Figure 3 Harrisville, MI

A pocket park at this location would include some public parking spaces, perhaps up to 6-10 public spaces at a very active intersection at Ann Arbor Trail and Forest Ave. The DDA's Improving Parking Strategic Plan Goal calls for the task to maximize the number of parking spaces. The DDA's Support Business Strategic Plan Goal has a task to expand entertainment opportunities throughout the downtown. DDA staff believes a pocket park at this location may help accomplish both tasks on the DDA's current Strategic Plan. A pocket park at this location would not only add parking spaces to the existing public inventory, but also be available for activation during many of the City's larger events.

The current listing price as of May 3, 2023, is \$850,000. City administration is currently working on an appraisal of the property and is awaiting proposals for initial environmental studies that would be part of a due-diligence process should the city/DDA choose to pursue purchasing the property. Ultimately, it would be the City Commission who would authorize a potential purchase of the property, but any purchase would likely include some funds from the DDA budget. Although it is early in the process and funding details would still need to be worked out, the DDA Board should weigh in on whether or not this is a property acquisition the City Commission should consider.

RECOMMENDATION:

DDA staff recommends that the DDA Board recommend that the City Commission begin the due diligence process for a potential property acquisition of 895 W. Ann Arbor Trail for additional public parking and a potential pocket park at the site.

RESOLUTION

The following Resolution was offered by Director _____ and seconded by Director _____.

WHEREAS The Plymouth DDA has a Strategic Plan Goal to Improve Parking in the downtown district by maximizing the amount of parking spaces, and

WHEREAS The Plymouth DDA has a Strategic Plan Goal to Support Businesses by expanding entertainment opportunities in the downtown district, and

WHEREAS The property commonly known as the Delta Diamond site at 895 W. Ann Arbor Trail is available for purchase, and

WHEREAS A pocket park with public parking would satisfy two tasks on the DDA's Five-Year Strategic Plan.

NOW THEREFORE BE IT RESOLVED THAT the Plymouth Downtown Development Authority Board of Directors recommends that the City Commission begin a due diligence process for a potential acquisition of the site located at 895 W. Ann Arbor Trail for the addition of public parking and a potential downtown pocket park.