

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING – FEBRUARY 12, 2018**

Supervisor Heise called the meeting of the Downtown Development Authority to order at 4:00

MEMBERS PRESENT: Kurt Heise Fred Brunk
Paul Garon Paul Fessler
Mike Kolb Ryan Kolb
George Lytle

MEMBERS EXCUSED: Dave Cook Mike Workman

OTHERS PRESENT: Laura Haw, AICP, Planning Consultant
Sue Brams, Executive Asst. to Supervisor
Alice Geletzke, Recording Secretary

C. Oath of Office for Reappointed Members

Deputy Clerk Sandra Groth administered the oath of office to Fred Brunk and George Lytle who were recently reappointed.

D. Chairperson Comments – There were none at this time.

E. Election of Officers for 2018 (Vice-Chairman, Secretary and Treasurer)

The following members volunteered to hold office and were appointed by acclamation:

Fred Brunk	Vice-Chairman
Ryan Kolb	Secretary
Paul Fessler	Treasurer

F. Approval of Minutes – Regular Meeting, November 13, 2017

Moved by G. Lytle and supported by F. Brunk to approve the minutes of the regular meeting of November 13, 2017. Ayes all.

G. Approval of Bills

Moved by R. Kolb and supported by G. Lytle to approve the bills as presented in the amount of \$20,021.04, plus the additional bills for snow removal from Serene Landscaping Group: \$1,200 for the west phase and \$2,065 for the east phase, a grand total of \$23,346.04. Ayes all.

H. Plymouth District Library – Agreement to Share Revenue

*Carol Souchock, Director, Plymouth District Library
Mary McGuire, President, Plymouth District Library Board*

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Carol Souchock and Mary McGuire spoke regarding the services offered by the library, especially to entrepreneurs and small businesses. They often work in partnership with the BOSCH Foundation, SCORE, Plymouth Chamber, Michigan Small Business Development Center, Schoolcraft College, WCC, and City of Plymouth DDA. They expressed the hope of expanding the relationship with the Township's DDA.

They discussed with members the agreement to share tax increment financing revenue, not to exceed \$32,221, from the Plymouth District Library 2017 millage that would have otherwise been subject to capture by the library prior to DDA amendments.

Moved by P. Fessler and seconded by R. Kolb to authorize the Chairman of the DDA to sign the agreement to share tax increment financing revenue from the Plymouth District Library millage. Ayes all.

I. DDA Update from Planning Consultant – *Laura Haw*

Ms. Haw updated members on progress of the Dunkin' Donut expansion, the Quick Pass Car Wash application, and requests for new signage.

Ms. Haw also made suggestions for upcoming DDA projects such as incentivizing signage improvements by grants, offering façade grants, gateway welcoming, improvements to the railroad crossing, and access management with traffic calming solutions for Ann Arbor Road, possibly with grant funding opportunities.

Mr. Heise discussed the stalled plans for the hotel on the Steak and Ale property and retail for the K-Mart property, and noted a lawsuit has been filed to determine ownership of particular pieces of property on Tavistock near the old Denny's Restaurant.

H. Board Member Comments – There were none.

I. Public Comments – None

J. Adjournment

Moved by R. Kolb and supported by M. Kolb to adjourn the meeting at 4:45 p.m. Ayes all.

Ryan Kolb, Secretary
Charter Twp. Of Plymouth
Downtown Development Authority .